

APPENDIX F Birmingham Streetworks Permit Scheme

Organisation	Comments
National Grid	5.12 Paragraphs 2 and 3. The word if should be replaced with of in the last sentence of each
	5.18 Must to be replaced with should.
	6.2 It should be noted that the fee charged for a PAA is only applicable on the application of a subsequent PA.
	8.4 It should be noted that this may be restricted by the amount of characters available.
	8.2 Out of hours contact will not be the same person each day as per National Grid's emergency rota. The number provided will be National Grid's emergency number
	17.2 Paragraph 2. Replace complaint with compliant.
	Table 2 Consideration should be given to waiving permit fees where the promoter has been requested by the authority to commence earlier than originally planned, and has complied with the request.
	10.9 Utilities will not know the time of receipt by the Authority, only the time that the application was submitted.
	Other permit schemes also make reference to barholing activities being exempt.

Section 1.4

- a reduction in the adverse impact of works on disabled people and/or public transport users. How will permit schemes reduce adverse impacts on disabled, what adverse impacts are they?
- protection of the structure of the street and apparatus within it, in a way that helps manage long-term maintenance costs. How will this be achieved via a permit scheme? Please evidence statement.
- greater adoption of minimally invasive works methods, and measures to mitigate the impact of excavations. Will reduction in permit costs match cost of innovation?
- reduction in the environmental impact of works (less noise, greater cleanliness, more recycling of materials etc. Etc... please elaborate.
- increased productivity of the Local Authority's own highway service teams. How will this improve by introducing a permit scheme?

Section 5.2

- The maintenance of fire hydrants by fire service vehicles provided the activity is undertaken outside traffic sensitive periods, unless these activities involve traffic control. Will undertaker work for fire hydrants also be exempt?

Section 5.8

Can we please have more clarity in this section? Will permits on category 0 to 2 streets be allowed to start on day 2 of permit as long as we can still finish in the original duration? Are durations wanted in calendar days as if so this contradicts section 5.11 where in the example given duration is in working days.

If minor works to start on a Friday and estimated to finish the following Tuesday (working at weekend agreed) is it correct duration would be 3 working days, and a minor notice?

Section 5.10

Please confirm that the offence carried out where Promoter carried out work outside of the start and end dates on the permit would be a breach of Regulation 20 (Breach of permit condition).

Section 5.12

Grammar correction 'The permit end date will be automatically adjusted to allow the agreed duration if of the activity.

Section 5.13

Notice of the Actual Start being given by 10am on the next working day for road categories 0 to 2 and traffic sensitive does not comply with Section 8.2.4 of NRSWA Code of Practice:

ACTUAL START (SECTIONS 74 (5B) AND 74 (5C))

Once works begin, a Notice of Actual Start must be given by the end of the next working day. In the case of immediate works, the notice given under section 57, for emergency works, or section 55, for urgent works, shall be deemed to be the Actual Start Date notice.

In the paragraph below STW believe it must have the Promoter on the notice, identified by the Org and Dist ID's not contractor. Promoters do not always use contractor to undertake work, and in those occasions will not have contractor details.

Notice of Actual Start must be given in accordance with the requirements described in the Technical Specification for EToN. The identity of the main contractor must be provided on the Notice of Actual Start. This should always be the organisation with whom the undertaker has the contract, and not a subcontractor to the main contractor who may be carrying out the activity.

Section 5.18

Each application for a permit must should include the information indicated in section 8.

Section 6.2

Will PAA be invoiced at same time as PA?

Section 7.5

The Authority requests warning be provided in a timely manner of immediate activities on streets it has designated on the ASD as vulnerable to traffic disruption. In these cases the activity promoter should contact the Authority's as soon as activities become necessary or, at the latest, as soon as they begin.

How will this be designated? How would you like to be contacted? What if out of hours?

Section 8.4

Assumed to be same as STW already provides, please clarify if not:

Examples in NRSWA COP 8.3.2:

For instance standard descriptions and durations might be:

Standard descriptions – for example, '250m lay main 300PE', or '700m lay duct 6-way'

Section 8.5

The Promoter must should provide location details accurately based on National Grid References (NGR). In the case of small excavations, an NGR should be given for the centre of the excavation. For larger works, a polygon representing the works footprint is required. In addition dimensions should be given of the space that will be taken up by the activity in the street, including space for the storage of plant/materials, safety zone, provision for pedestrians and traffic management. These dimensions can be provided in the form of text in the location field.

Just a note that only 120 characters are available for location

Section 8.6

With regards to details around timing we believe the statements should be altered from must to should, and when referring to conditions, please clarify that these are the National Conditions.

Section 8.9

It is assumed al TM and TTRO's will be approved in within permit application response guidelines, otherwise it is deemed approved

Section 8.10

In accordance to EToN 6 attachments are not necessary, and STW do not have this functionality. In what other means would you like this approval sent? Should approval not be sought from HA to these bodies as part of the activities included in attracting a permit fee?

Section 9.2

Can you please clarify which 'other legislation' this refers to?

Section 11.4

Will the suffix of the works reference e.g. LB901234.1.1.1.1 be needed on the permit boards, or as in other permitting areas LB901234 will suffice?

Section 13.2

What offence would have been deemed to have occurred when continuing an activity when the permit has been cancelled?

Section 14.6

Need evaluation on benefits realised in line with legislative requirements and timescales. Recommend speaking to Notts City who produce an informative annual report.

Section 14.7

Can these be sent in a spreadsheet format that will make it easier to be inputted into promoter's systems.

The following fields if included would be very much appreciated:

Works Reference

Permit Ref (LB ref with additional numbers at the end)

Location

Street Name

Town

Permit charge incurred date

Works Description

USRN*

Duration

Traffic Sensitive Y/N*

Cost

	<p>Section Appendix C</p> <p>Table 1</p> <p>Collaborative working within the same or slightly modified TM, will typically result in a 30% reduction in fee cost to all works promoters working. 30% is not enough for cost benefit to be realised in all cases</p> <p>Where Sample inspection performance exceeds 95% at categories B and C for two consecutive quarters, a 15% reduction to apply to all permit applications on request.</p> <p>Why are CAT A's not included as Section 1.4 states one of the aims of the scheme is safety.</p> <p>Activities undertaken on a street that is designated as traffic sensitive, but the activity is undertaken outside of the designated traffic sensitive times (or the restriction is removed at traffic sensitive times) to reduce the impact on congestion, the a discount on the permit fee will typically be applied as set out within Table 2 below.</p> <p>By how much? Costs to undertakers are a lot more for works out of hours.</p> <p>II. The Authority reserves the right to withdraw the discount facility from any individual Promoter who continually fail to abide by the appropriate conditions qualifying for discount.</p> <p>Can you please elaborate? Collaboration and innovation benefits need to be worthwhile to abide to continually.</p>
Solihull Metropolitan Borough Council	<p>The consultation document appears to be very comprehensive and understand your reasons for implementing the scheme which we also support. It will be interesting to see a summary of the feedback you receive.</p> <p>An issue we may need to give further consideration to is the cross boundary working agreements we have. We probably need to review these to ensure the work promoters are clear when working close to the boundary whether your permit scheme applies. Happy to meet at a future time to run through these, but have attached a list to highlight the locations.</p>
	<p>4.2</p> <p>Virgin Media are disappointed that Birmingham City Council's Permit Scheme and associated fee's will apply to all classification of roads. If the council chooses to apply permits to 100% of streets, contrary to advice from Ministers, Virgin Media requests that Birmingham City Council grant permits for category 3 and 4 roads by default and for those permits to be at zero fee levels.</p> <p>5.1</p> <p>Virgin Media would like to make reference that only the HAUC (England) national Permit Condition matrix will be acceptable.</p>

5.9

Virgin Media believe that if the extension of permit duration has been granted by the Authority, then this would invalidate any overrun charges, during the extended period of the permit.

8.1

Virgin Media would like to make reference that only the HAUC (England) national Permit Condition matrix will be acceptable.

14.6

What happens to revenue generated from permit fees if they exceed the allowable cost of the scheme?

14.7

Will Birmingham City Council be sending out draft invoices prior to the final invoice being generated, to avoid delay in case of any discrepancies?

Appendix A

Virgin Media are disappointed that Birmingham City Council's Permit Scheme and associated fee`s will apply to all classification of roads. If the council chooses to apply permits to 100% of streets, contrary to advice from Ministers, Virgin Media requests that Birmingham City Council grant permits for category 3 and 4 roads by default and for those permits to be at zero fee levels.

Appendix C

Although concessions are welcomed, Virgin Media believe the administrative burden associated with the incentives and fee discounts will make the process impracticable.

Vodafone believes the Scheme should be focused on strategically significant streets with permits suited to operate on these roads although, we do accept the discounts for quieter roads but we believe such situations require a Permit Fee of Zero Cost as a better proposal.

We feel the scheme does not show measures or performance that could identify the benefits of the scheme. We would like to see measurements showing the scheme is achieving the benefits and feels that additional indicators may need to be added to the Key Performance Indicators.

As discussed at our pre-consultation meetings: Local Agreements, for instance, Birmingham Streetworks Protocol Documents used presently for Co-ordination Purposes should be relinquished in favour of National Permit Guidelines which to be issued in the near future to create clarity of Permit Operations.
Vodafone is concerned that if a Permit Modification Request is made by Birmingham City Council (other their Agents) to an application, any extra conditions are sought only once in that request. You will probably know that in other Permit Schemes, Undertakers have seen many PMR transactions, each one asking for yet another condition to be added before the permit has been granted. In certain situations there may be occasions where a new condition is necessary for unforeseen circumstances, however these will be rare exceptions in planned and programmed works. We see the Permit Modification Request as a “One Stop Shop” approach to Permit Applications which we hope will save time and resources needed elsewhere, both by your own Permits Team and our own Operations Teams.
Attachments – as attachments by EToN are not mandatory, please confirm the process for sending attachments by other means – for example, TM Plans reference a Permit Application but sent by email – please confirm the email address/ TRRO’s via website application.
Operational District Files – We would request you send the Operational Files both to GeoPlace and direct to Vodafone at the appropriate time so we can ensure the EToN System will be ready for the introduction of the scheme.
Permit Scheme Legal Order – Please send a copy of the Legal Order and the associated Scheme Documents, Attachments, Processes and Contact Lists to myself in advance of the introduction of the Scheme.
Some Carriageway Incursion - Until the HAUC England Permit Forum Advice agrees a Best Practice on this issue, can we agree for your Scheme what constituents ticking the EToN TM box. This is currently being discussed by National Permit Working Group and will be covered in the National Permit Guidelines to be issued in the near future for clarity.
<p>1.3 The Permit Scheme</p> <p>“Activity promoters should make themselves aware of the content of these documents and also “The Code of Practice for Permits” alongside which the Permit Scheme will be operated.”</p> <p>This document it not longer published by the DfT. National Permit Guidelines to be issued in the near future for clarity.</p>
5.16 Early Starts – Until the National Permit Guidelines are agreed we suggest a method of agreeing Early Starts. Can you confirm which method you would require; e.g. - before or after a permit application has been sent.

14.7 Processing of Fees – will invoice on a Quarterly basis, however in your Consultation meetings we discussed monthly Draft prior to actual invoices.

Vodafone would ask that a Draft Permit Fee List is produced Monthly for checking by undertakers. Can you confirm this is your intention to issue draft lists and further when agreed, issue bulk invoices also on monthly basis.

We also ask that when an Authority forced permit variation is issue, this is managed to ensure no additional fee is raised.

Appendix C – Incentives & Discounts

Vodafone welcomes Birmingham City Council's initiative to discount and incentivised activities Permit Applications, however we ask how will these be managed to ensure the discounts are given when Permit Fees are checked and Invoices? We believe that the additional administration required to gain the incentive may be greater than the discount being provided and suggest that this should be automatically when the works meet the said criteria.

Western Power Distribution is the Distribution Network Operator for the West Midlands, East Midlands, South West of England and South Wales. Birmingham City is entirely within our network area. We are responsible for ensuring our customers have a safe and reliable electricity supply and undertake all of the works necessary to achieve this. Our network is a mix of underground and overhead apparatus, with the majority of the network in the Birmingham City Council area being underground.

Birmingham City Council is consulting to introduce a stand-alone Permit Scheme. We are concerned to note that the scheme will apply, with fees, to all streets in Birmingham and will not just be focussed on Strategically Significant streets. This will disproportionately increase resources and costs required to carry out our statutory and customer driven business, and introduce a level of uncertainty around costs and timeframes for customer funded works.

We are pleased that Birmingham City Council have held a number of meetings to enable discussion with utilities around the introduction of the permit scheme. Western Power Distribution has attended all meetings and we have found these meetings productive.

We feel that the proposed scheme document is generally clear and written in a reasonably unambiguous way, and the scheme fits in with our experiences working with other Permit Schemes.

1.3 Reference to the 'Code of Practice for Permits' needs altering. This document has been withdrawn by the Department for Transport, and has been partially replaced by Statutory Guidance with a HAUC England Permit Guidance document for the operation of a permit scheme to be published in early 2017. The 'Code of Practice for Permits' should not be referred to within this document as it is no longer available.

2.2 WPD would like confirmation that no permit fee will be charged when we are undertaking street lighting connections that fall into the 'Works for Road Purposes' classification.

5.6 WPD would hope that BCC will act reasonably and grant permit extensions and extend reasonable periods when awaiting third party action. Some damage to other apparatus (e.g. ducts) is difficult to avoid when it is preventing access to our apparatus, especially in fault situations where we must restore the electricity supply to our customers in the shortest time possible.

5.7 We welcome the focus on collaborative working, however we will hope that BCC will be mindful of the practical challenges around this type of activity, and work with all activity promoters to encourage collaboration. The co-ordination meetings are key to the success of this.

5.8 & 5.12 We understand the validity rules for category 3 & 4 streets, however the administration of these (as covered in the 'Statutory Guidance for Highway Authority Permit Schemes 3.12 and the withdrawn 'Code of Practice for Permits') is not straightforward. There may be some disconnect between EToN systems, the guidance and practical ways of working.

5.9 We understand the statement made, but would like to have some reassurance around the way in which this will be implemented. Due to the nature of the activities we undertake, it is inevitable that there will be occasions where our original duration estimate/reasonable period will need to be extended due to unforeseen circumstances; for example the discovery of decommissioned tram lines under the street surface. We would not expect to see an increase in duration challenges coupled with a policy of imposing Section 74 charges for extensions.

5.10 We note the statement, but want to ensure that the correct Regulation is used; e.g. Regulation 20 where works continue after the permitted duration in breach of a permit condition.

5.13 Whilst we understand the requirements of this section for serving the Actual Start notice by 10:00am, please note that there is an anomaly in Regulation that currently may make this unenforceable. We will work to these requirements, but we do not feel that we are committing an offence until the Actual Start notice is received after 16:30pm on the next working day.

5.15 With regard to the specific comment about replacement road markings, we will therefore expect the durations allowed to include time to permanently replace markings, in line with the Specification for the Reinstatement of Openings in Highways.

5.16 It is being discussed nationally, that the permit should be submitted with the dates the activity promoter wishes to carry out the works. This will form part of the HAUC England Permit Guidance document.

5.18 As per the 'Statutory Guidance for Highway Authority Permit Schemes' issued in October 2015 by the DfT, "Each application for a permit must should include the information indicated in section 8."

6.2 Please note, as per Regulations, as PAA is chargeable when the Permit Application is made.

Furthermore, the DfT 'Statutory Guidance for Highway Authority Permit' also states on page 29 adjacent to the fee structure for PAAs: "It is suggested this fee applies only where value has been added in processing the works". Therefore we would not expect to be charged for a PAA, only for the subsequent Permit Application to be rejected or require significant alterations – this includes any traffic management provision.

7.5 Regarding the warning for immediate activity on designated streets, please can you provide further details as to the way this will be presented on the ASD, and how the contact should take place? We will endeavour to support this request, however please note that this is not enforceable through penalties.

8 As per the 'Statutory Guidance for Highway Authority Permit Schemes' issued in October 2015 by the DfT the wording for information required in a permit is 'should' and not 'must'. Below is the relevant section in the Statutory Guidance to cross reference against.

8.2 Contact Person – see SG 3.36

8.4 Description of Activity – see SG 3.27. Please be mindful of the 500 character limit.

8.5 Location – see SG 3.28

8.6 Timing and Duration – see SG 3.29

8.7 Illustration – see SG 3.30

8.8 Techniques to be used for Underground Activities – see SG 3.31

8.9 Traffic Management and Traffic Regulation Orders – see SG 3.32

8.10 Public Transport. We would expect that BCC will continue to carry out its Network Management Duties in relation to co-ordination.
8.11 Reinstatement Type – see SG 3.34. We can only give details of where we are planning to carry out interim reinstatement. Should unforeseen circumstances arise, this may be subject to change. Please also note that there is not an EToN field for this information, therefore it would need to form part of the 500 character works description.
8.12 Inspection Units – see SG 3.35
8.13 Depth – see SG 3.33
9 If there are any specific conditions that will always be required for works on specific streets (e.g. pedestrian management on New Street) it would be helpful if an indication could be given on the ASD, or through other means to support our planners and technicians in being able to plan in these requirements. This would help in both planning the works from a duration and a cost perspective, which is important when quoting customers, and will also help achieve BCC's requirements without relying on Authority Imposed Variations and the additional administrative burden that creates.
9.1 We would hope that BCC will act reasonably when considering whether to revoke a permit. Our view is that this action should be reserved for significant issues only.
9.2 We note that the scheme suggests that if we have safety concerns about conditions set by the Authority we should challenge these. Please can you provide assurances that these challenges will be considered and learnt from; conditions should not be unreasonably imposed and should be relevant and necessary for those specific works.
10.11 In order to ensure this process works correctly, it will be important for BCC to follow the Section 58 & 58A process and ensure that the required notifications are served to all promoters so we are aware of the proposed restriction, when the restriction comes into force and when the restriction ends and the extent of the restriction (e.g. carriageway only). We are aware of the significant investment made by BCC through its PFI with Amey and would not unnecessarily work on these streets unless there is no feasible or reasonable alternative. We would also like to remind BCC that under existing legislation there is no requirement to carry out any additional reinstatement outside the area excavated and do not expect this requirement to be imposed.

11.4 In this section there is reference to the permit reference number; “A valid permit reference number must be prominently displayed on the site information board.” In our experience, different Permit Authorities expect differing levels of detail in the number. Our permit reference numbers can be as long as 25 characters, where the unique element is 7. Please can you confirm what you expect to see on the site information board?

12.6 Permits encourage greater communication between Promoters and Authorities. Generally we would be expecting to phone into the permit team to discuss extensions, early starts, Section 58 agreements, variations, conditions and collaborative works before we issue permits on EToN. Please ensure that your permit team is sufficiently resourced in order to be able to answer these calls and deal with the requests. Our permit fees are paying for a service from BCC, and we will expect to be able to communicate with you in order to work successfully within the permit scheme.

12.7 In our experience Permit Authorities have informally modified the application of this section.

14.7 We will expect to receive a statement for agreement, in advance of the monthly invoice.

15.6 Typo – “bringing a case before the Magistrates. Court (Section 127)”

17.2 Typo – “These reviews will be typically be undertaken annual,” and “The KPIs used for monitoring purposes will be complaint”

Appendix C We welcome the range of discounts and believe the BCC is aiming to drive positive behaviours.

Cost Benefit Analysis Executive Summary

We have reviewed the figures, and will be interested to see evidence as to the progress on the stated benefits within the reporting on the scheme, particularly at the end of year one.

Cost Benefit Analysis Fees Matrix Report

We note that as the only Electricity DNO operating in Birmingham, we are carrying out approximately 10% of all currently noticed street/road works. However this is based on the figures in the report, and an admission that not all Highway works have been noticed before 2016, with 3.31 showing with full noticing of the Highway own works this will in fact constitute 67% of the works in Birmingham. These would mean that WPD in effect carry out just over 5% of works in Birmingham.

The conclusion from this is that better planning and control of BCC's own works will have a significant positive impact within Birmingham. Utilities have been working under NRSWA for 23 years and have been increasing their competence and compliance with those requirements. The volume of Highway Authority own works is significantly higher than that of the Utilities, and the majority of the increase for the Highway side is under the Minor Works category. The introduction of the permit scheme to manage those activities that were historically (before 2016) not carried out under NRSWA notices is at a cost in excess of £2.1m for BCC (i.e. Permit scheme annual operating costs £3.1m less revenue from utilities £1.0m) for achieving a similar result that enforcing noticing across all highway works could deliver for significantly less cost to BCC.

8.14 Please can you confirm which utility companies were consulted to arrive at the annual saving to utility companies figures? This does not include the annual costs to utility companies for permit fees, additional administration time, permit fee payments, condition compliance etc. which will be in excess of any calculated saving.

It would have be useful to have detail of the level of use of existing powers such as sections 56, 56A and 66 across all works promoters (including Highway works) to understand the effectiveness of

these powers to achieve Birmingham City Council's objectives, and the additional improvements expected by the introduction of a permit scheme.

It is important to establish the current levels of congestion, or delays to road users in order to track the progress of the success of the permit scheme and to justify the additional costs to utility customers and Birmingham residents and businesses, we feel that the comprehensive Cost Benefit Analysis provided does go some way in providing the current situation. However it must be remembered that we will still need to carry out our works whether they are repairs to get our customers' lights on; new connections to new homes or businesses; maintenance or investment work to upgrade our network to provide a reliable power supply to Birmingham, including associated traffic management to ensure a safe workforce and protect the public. The permit scheme should not impose conditions purely focussed on minimising occupation that may negatively impact on the business of any works promoter or the safety of its staff or the public.

Summary

Whilst Western Power Distribution has concerns around the introduction of an all street permit scheme with fees for all streets, we do recognise that Birmingham City Council have engaged with us and have been transparent in their approach and the timescales for implementation.

We would also like to make the following points in summary;

- ☐ Ensure the scheme is as clear and straightforward as possible.
- ☐ Ensure the EToN system will fully support the requirements of the scheme.
- ☐ Take a sensible approach to the new powers given by the scheme, and take time to understand exactly what those powers actually are. Please note that not all Permit Authorities have done this.
- ☐ Ensure that the traffic management approval process and timelines are reviewed to ensure that this process falls into the permit application and grant process, and is not separate
- ☐ Consider carefully the purpose and use of KPIs, make them meaningful and use them to track the progress of the objectives of the scheme.
- ☐ Communicate openly and frequently with works promoters.
- ☐ Apply the scheme with consideration of the consequences; safety; environmental; financial; disruption; sustainability; quality; for all stakeholders.
- ☐ Take time to understand the utilities' current position and issues around delivering works; guaranteed standards or service; regulatory conditions and incentives; technical requirements; customer requirements; asset networks.

We would suggest a staggered implementation of the scheme. Firstly start with Birmingham City Council's own works to help with training and to resolve any issues and remedy any learning points.

Following that, bring in the permit scheme with one or two utilities before

heme Formal Consultation Responses
BCC Response
Thank you for identifying this error and it will be amended, however can only see it at one place
Disagree, if this is not supplied the permit will be refused
This is still to be agreed with HAUC
Agree, however there is the notifications comments field that can also be used
Thank you for the confirmation
Thank you for identifying this error and it will be amended
Each application will be discussed and confirmed beforehand based on their merit, including whether there will be reductions/waivers of fees
In reality there should be a maximum of 10 minutes for the transaction from the sending server to the receiving server, as per EToN, however there may be instances when there are server issues either side and if this is the case they will be discussed/agreed at that time
We felt that as there was no need to add these in as they are exempt from permit applications, however will still require registrations.

As there will be more stringent checks on the permit application via conditions, the condition may need to be added to cover extra footway width above that of the safety at street and road works, you may also have to prove that you have consulted with public transport providers where required.

We feel that as there will be an extra charge for a permit then ultimately activity promoters are more likely to undertake work to a permanent standard to a higher calibre, therefore minimising the need to use interim reinstatement and a better standard to reduce remedial work.

We do hope that best practises are shared and minimum dig techniques are used/encouraged, ultimately this will result in less time on site and a reduction in overall cost to yourselves and the travelling public, therefore we would always like to encourage/discuss new options.

As per the national conditions and European standards, noise is a huge factor and therefore there will be more stringent assessments as to what time and day the works will take place, however more importantly the noise element, the keeping of the site in a cleaner manner should always be achieved, however our wish is that this may help us to assist this, i.e. storage of material that are not to be used, we would also hope that due to the cost of the permits, then recycling of the materials on site would be of benefit to all.

We believe that with the introduction of permit schemes that the emphasis is to better plan your and our own work in a better manner, therefore ultimately this should increase productivity.

Note: all of these objectives we believe will improve, even in a small manner after the introduction of the permit scheme

This will depend on the nature of the work to the hydrant and will need to be confirmed before such activity takes place.

Yes you can start on day 2, as long as you still achieve your end date, however you should inform us that you are delayed, as this may affect your end date and the permit variation request decision. There are discussion nationally on working days with discussions on whether strategic routes change to 7 day working.

Yes at the moment that is correct, however depending on the work that you are undertaking and if you are working on the Saturday and Sunday, we may challenge you to two working days, therefore your end date would be the Monday.

Yes this a breach as long as you have a permit agreed.

Thank you for identifying, this will be amended

This is for noticing and no permitting.

If you are not using a contractor then there is no need to complete and yours will be the point of contact, however they must know about the job in question, therefore we will amend to state if using a contractor.

This is a must, otherwise the permit will be refused

We are in the process of seeking clarification from HAUC on this issue

This will go on the street gazetteer, a phone call would be the best option, Out of hours control room number will be supplied before we go live

These may be confirmed at a later date, if we feel that they may need to be amended to make them clearer to understand

This would be the easting and northing of your grid reference and is not the location field

Yes this is a must and we will use the national conditions, as these are the only allowable conditions

Yes you are correct

These can be emailed.

No this is for the activity promoter to confirm that this has been undertaken and not the reasonability of us to undertake.

This is any legislation that you as a promoter must work to, such as from your regulator or HSE.

No there will be no need for the .1.1.1, as long as it is the correct Street works reference for the job that you are working on.

This would be working with out a permit under regulation 19

This will be supplied at the end of year 1

TBC, dependant on what our EToN system can extract.

These were discussed and agreed within our informal meetings and we altered these from 25% to 30% as per the permit guidance document.

We considered adding in category A inspections, however it was felt that it may be to onerous to achieve this as well as the others, although we may decide to add this in after our first year review as this may be worthwhile.

As per appendix: A table by 10%

For instance the promoter always states that they will wholly work outside of traffic sensitive times and then find that they are not abiding by this, however there would be further discussions before extracting this offer from them.

Thank you and a full list of the responses will be supplied.

Yes agree these will need to be discussed.

This was discussed within our informal meetings and as our network is different to many other schemes and all of our roads have a major effect on the network, we feel that it is critical that all permits are assessed as works on a category 3 non traffic sensitive road could ultimately affect the strategic routes, however we have reduced these fees to reflect this.

Point noted however this does not mean that extra conditions will apply and only the HAUC England conditions will be used

This is incorrect all permit variations must be requested within the minimum 2 days/20% of the original duration unless there is a valid reason as to why this was not possible, if outside of this period the authority will inform the requester of the extension if S.74 charges will be applied with a granted variation/extension, as it is critical that roadworks.org is accurate and up to date, however we do hope that there will be no need to apply S.74 charges as communication will be critical to this process.

As 5.1 above.

The scheme is designed to be cost neutral and therefore no revenue should be generated, however the scheme will be analysed on its first anniversary, this may show either a deficit or a gain in revenue, the intention therefore is to continue to review the schemes costs/year and supply information on this, however the advice from DfT is that there should not be changes to the schemes fees for 3 years unless there is a high level of gain or deficit, as it may take this time to level out, however we must at this point note that the fees may stay the same, decrease or indeed increase after 3 years.

Yes this is the suggestion as agreed in the informal consultation meeting 2

As per 4.2 above

As part of the driver to improve coordination/reduce occupation especially at critical times of the day/days of the week and as suggested by DfT and agreed in the informal consultation meetings, BCC believe that the reduction of occupation will out way any potential burden that you feel this may cause and we strongly suggest that these incentives are used.

As our network is different to many other schemes and all of our roads have a major effect on the network, we feel that it is critical that all permits are assessed as works on a category 3 non traffic sensitive road could ultimately affect the strategic routes, however we have reduced these fees to reflect this.

We will be adopting the HAUC England performance indicators to follow best practise.

We are in the process of reviewing the current suite of protocol documents to make sure that they are upto date and relevant, however it is still our intention to use the current documents until they are amended as we believe that they are a critical tool to assist work promoters.

As agreed within the informal meetings, we also wish for this to be undertaken once and will be further discussed in training/meetings before we go live, however there may be instances when another PMR may be requested, for instance after our inspector has visited site and has found unforeseen issues.

Email would be ideal, we will supply email address and phone numbers before going live

Agreed

Agreed this will be a minimum of one month before go live

We intend to hold a work shop before we go live to confirm any issues that promoters feel may be relevant.

Until the new documents are available these are the only ones that we can work with as agreed by HAUC

We intend to hold a work shop before we go live to confirm any issues that promoters feel may be relevant.

This document was issued before the final informal meeting and yes it was agreed to be monthly and the document will be amended accordingly. A draft will be issued, we will endeavour to remove this charge however in the event of an error, this should be picked up on the draft invoice and amended accordingly.

It is work promoters responsibility to request for the incentive.

As our network is different to many other schemes and all of our roads have a major effect on the network, we feel that it is critical that all permits are assessed as works on a category 3 non traffic sensitive road could ultimately affect the strategic routes, however we have reduced these fees to reflect this.

We thank Western Power Distribution for their involvement within the informal permit meetings and their contribution in developing the scheme.

Thank you for the update, however until the new documents are available these are the only ones that we can work with as agreed by HAUC

This is correct, however it is important that you select the correct street charge category as this will affect the charge

We will work in a reasonable manner with this and review each application accordingly.

Noted

Until any further documentation is supplied/amended these are what we will be working to.

We will work in a reasonable manner with this and review each application accordingly.

Agree after a permit has been approved

Please provide clarification of this anomaly and unless advised otherwise we will continue to work to this.

We do not see that this is an issue as I assume that you would endeavour to undertake on a permanent basis and only weather may affect this, therefore this would be a valid reason for a permit variation, however I would expect that this would be included within your reinstatement process for the duration of the activity

Noted

This is a must otherwise the permit may be rejected and this will put more work on both sides

Please confirm where this is agreed, however we agree that if the PA is rejected because of other reasons outside of the authority and the information is the same as the PAA, there will be no charge for the PAA

There are no penalties for this, we will place this on the gazetteer within the ASD, a phone call would be beneficial so that we may be able to assist with any TM

Agreed will amend from Must to Should - Please be mindful that if the information is not supplied in the correct manner that the permit may be unnecessarily refused

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Not Agreed - We would expect that you have contacted the relevant public transport company and supply us with a copy of what has been agreed to assist us within the permit review process
Agreed will amend from Must to Should - It could also go within the notification comment field where we believe that it would be best for viewing and not going onto the public domain
Agreed will amend 'is required' to should - Please be mindful that if the information is not supplied in the correct manner that the permit may be unnecessarily refused
Agreed will amend from 'need to' to should - Please be mindful that if the information is not supplied in the correct manner that the permit may be unnecessarily refused
This can be discussed within the workshop before go live, however we will see if this is possible as it is a good idea
Noted
Fully agree and will work with all promoters to achieve this
Noted

the street works reference number, excluding the 1.2.3. etc is considered acceptable

Noted

Noted

Noted

Noted will amend

Noted will amend

Noted

The Annual Review (conducted at end of years 1, 2 & 3 and every 3 years thereafter) will monitor works durations on each road category and by traffic management type, to evaluate the change in works impact compared with the Noticing baseline conditions. The report will provide a commentary on the overall Scheme benefits and make recommendations to further improve benefits in subsequent years.

Noted - The Annual Reviews will monitor the performance of all works (highway authority and utilities) and seek to drive improvements for all.

It is our understanding that this query is relating to the CBA and therefore it includes an estimate of the savings to utilities in relation to the reduction in number of days worked - calculated at an average of £275 per day.

The reason for including this saving, is the financial cost of permits is included on the cost side of the CBA assessment, so the saving is added to the benefits side to cancel out some of this cost.

The calculation is a generic one applied in all CBA using a nationally derived forecast of daily costs supplied by DfT, so not calculated specifically for works in Birmingham.

Noted