



# Hampshire County Council and Southampton City Council

## Voluntary Good Working Practice

**Two councils in Hampshire have signed up to a voluntary agreement with utility companies and contractors to boost safety and minimise disruption during work carried out on the county's highways.**

The Good Working Practice Document supplements and complements the national Highways Authorities and Utilities Committee (HAUC) UK Code of Conduct.

The agreement is designed to enable Hampshire County Council and Southampton City Council (the local Highways Authorities) to work in partnership with utility companies and contractors to:

- minimise safety risks to the workforce and highway users
- protect the highway and utility assets
- minimise disruption and inconvenience to residents, businesses and road users through effective communications and good working practice
- support the sustainable economic development of the region
- improve the perception of highway authorities and utility works on the highway
- promote the sharing of good practice and set an example to others working or undertaking activities on the highway

## **Hampshire County Council and Southampton City Council agree to:**

- Improve the quality of information about areas of specific concern or sensitivity to help utility companies and contractors plan their works efficiently and safely.
- Work in partnership to provide effective communication strategies for significant works and to share success stories.
- Provide incentives for those who continually achieve high levels of performance and show commitment to the Code of Conduct.
- Keep stocks - wherever possible - of specialist materials for areas of high value/amenity surfacing so these are readily available for utility companies and contractors to buy.
- Undertake regular inspections on sites of all works promoters( including their own sites) to ensure a high level of compliance, quality and safety.
- Share details of their own works schedules, making use of forward planning notices and taking part in coordination meetings to plan works and minimise disruption.
- Collate, share and publish relevant performance information for all works promoters, including customer, resident and stakeholder feedback following completion of the work.
- Share examples of good practice.
- Meet annually with all organisations signed up to the Code to review its effectiveness.



## **Utility companies and contractors working on the highway will commit to:**

- Put safety first when undertaking works on the highway.
- Source specialist materials or advice before working on special surfaces or surfaces identified as being of high value to the county council or city council. Also undertaking works on such surfaces in a sympathetic way using appropriately trained staff to minimise damage.
- Work with the Highways Authority to achieve early completion of planned works in advance of highway surfacing works. Where this is not possible, make every effort to contact the Highways Authority before excavating any new surface to undertake non-emergency works.
- Wherever possible, to undertake permanent reinstatements the first time. Where an interim (temporary) reinstatement is essential, making an effort to complete the permanent work as soon as possible - within six months or as directed by the Highways Authority.
- Where possible, minimise disruption by working together with other works promoters to share trenches and traffic management and working extended hours or avoiding sensitive times.
- Share details of their own works schedules, making use of forward planning notices and taking part in coordination meetings to plan works and minimise disruption.
- Work with the county or city councils to provide effective communication strategies for road users, residents, businesses and other stakeholders who may be affected by significant works.
- While on site, be a good neighbour to those affected.
- Collate and share relevant performance data including customer, resident and stakeholder feedback following completion.
- Share examples of good practice
- Meet annually with all organisations signed up to the Code to review its effectiveness.