HAMPShIRE COUNTY COUNCIL
ECONOMY TRANSPORT & ENVIRONMENT GROUP

Process for Determining the Location of Buried Apparatus

Briefing Note.

HSG 47 states that anyone excavating should determine the location of buried apparatus for the purposes of safety. The New Roads & Street Works Act (NRSWA) 1991 has an associated Code of Practice (Measures Necessary Where Apparatus is Affected by Major Works) that describes a detailed process (The C notice process) for obtaining the location of buried utility apparatus that might need to be diverted as a result of major highway works.

The C notice process (described in the “Diversionary Works” Code of Practice (New Roads & Street Works Act 1991) is designed for use during the planning stages of major works to determine whether utility apparatus is present. And, if it is present, a process for negotiating the need and costs of any diversionary works. However, the first stage of this process (The C2 notice stage) has been widely adopted Nationally as good practice for determining the presence of utility apparatus before any excavation takes place for any works, despite it not being a statutory process for most types of works.

This revised process for determining the location of buried apparatus was agreed at the Highways, Traffic & Transport Board on the 7th January 2015. The document acknowledges the fact that the number of utility companies operating in Hampshire has expanded significantly since the process was originally developed. Currently there are in excess of 60+ utility companies known to have apparatus in Hampshire. Although it is recommended that all utility companies should be contacted, many of the ‘new’ utility companies are relatively small, communications networks. As a result, contacting all of them could be a costly and time consuming exercise with little benefit. Accordingly the revised process provides a suggested ‘minimum’ list of key utility companies that should be contacted in order to help avoid significant damage to the highway network, loss of a critical service risks to safety, loss of reputation for the County Council or that could result in significant costs to the County Council. All other companies may be contacted if a risk assessment identifies a need to do so.

The revised process will be trialled for a period of six months after which an evaluation report will be presented at the Highways Board and Service Stream.