

**MINUTES OF: UKRLG/ADEPT ASSET MANAGEMENT BOARD**

**HELD ON: Thursday 18 October 2022 via Teams**

**Present:**

Neill Bennett (Chair)	Derbyshire County Council (MHA+ and FHRG)
Janvi Shah (Vice chair)	National Highways
Iain McKenzie	Welsh Government
Carly Jeffrey	Lincolnshire County Council
Darren Merrill (Secretary)	Shropshire Council
Chris Allen-Smith	Hertfordshire County Council (Eastern Region)
Mike Hansford	Dorset Council (South West HA)
Donald Morrison	Transport Scotland
Kyle Fairborn	CIHT
Greame Ferguson	Perth & Kinross (SCOTS)
Chris Legassick	Plymouth
David McCourt	Newcastle City Council
Martin McMahon	Transport for London

		<b>ACTION</b>	<b>BY WHEN</b>
<b>1.</b>	<b>Introduction and Apologies</b>		
	<p>Apologies have been received from Keith Harwood, Richard Fenwick, Pauline Bricki, Paul Boss, Mark Berry, Dan Bond, Stuart Molyneux, Lee Garrett and Mark Poppy.</p> <p>Tributes were paid to Peter Clay and the significant contributions he made to this Board. He will be missed.</p>		
<b>2.</b>	<b>Minutes</b>		
	<p>The minutes of the last meeting held on 6 June 2022 were accepted as an accurate record.</p> <p><b>Matters arising:</b></p> <ul style="list-style-type: none"> <li>▪ ‘Making the case’ – Link has been sent out, NB has sent this on to MHA+</li> <li>▪ HMEP e-learning toolkit - NB has followed up hosting this with CIHT and MHA+; a national forum would be preferred. KF to raise this CIHT.</li> </ul>	<b>KF</b>	
<b>3.</b>	<b>Terms of Reference</b>		
	<p>Comments were received from the Board:</p> <ul style="list-style-type: none"> <li>• LCRIG membership – Martin Duffy to be contacted</li> <li>• ADEPT membership to be added</li> <li>• Generic references for representation</li> </ul> <p>Need to re-invigorate the connection to the ADEPT Engineering Board, NB is committed to attending the Engineering Board.</p> <p>DMo attends the Roads Board and can be the link with this Board.</p> <p>Keith Harwood and Stuart Molyneux are links to Bridge Board.</p> <p>We received a comment that the AM Board is considered to be in a silo; other boards maybe similarly silo'd. Comment noted.</p>	<b>NB</b>	

	<p>NB to review TOR based on comments received, but otherwise these were agreed by the Board.</p>	<p><b>NB</b></p>	
<p><b>4.</b></p>	<p><b>Annual Review</b></p>		
	<p>Standing item. Nothing raised at this meeting</p>		
<p><b>5.</b></p>	<p><b>Updates from groups</b></p>		
	<p><b>DFT:</b> No update</p> <p><b>HAMFIG:</b> No formal update. There is a CIPFA Task and Finish group looking at accounting issues in England and Scotland. A note has been issued with a draft update to the code with feedback due this week. There is a meeting on 26 October 2022 to discuss this.</p> <p><b>FHRG:</b> Area of Research include Human Capital and Carbon Profiling. Slides from the FHRG Waypoint Meeting have been shared by NB with the Board.</p> <p><b>MHA+:</b> The latest updates are published here:  <a href="https://www.mhaplus.org.uk/calendar/mha-plus-news/">https://www.mhaplus.org.uk/calendar/mha-plus-news/</a></p> <p>There may be opportunities to link the Boards work with that of MHA+ to access research funding.</p> <p>This Board could consider an option to have a place at the MHA+ Conference next June.</p> <p><b>UK Bridges Board:</b> Note from Keith Harwood</p> <p>“Update of the cost sharing protocol between Network Rail and Local Authorities. NR have a lower liability for bridge load capacity compared to Highway Authorities. The Bridgeguard 3 agreement in 1999 set out the liabilities, and cost sharing for modifications. This is out-of-date and a discussion is to be led by DfT regarding updating policy and guidance.</p> <p>Research. Update on current research including National Highways research into impact of recent high temperatures. Bridge Owners Forum proforma circulated for all to detail known research</p> <p>Code of Practice survey being circulated, gathering feedback on changes needed.</p> <p>Guidance document coordination. Many documents are out of date, lacking ownership, difficult to find digitally. A task and finish group is listing all bridge guidance with a view to coordinating updates, making them available. Noted that there are several updates making some progress or at least being discussed but lack of funding makes this slow/impossible – Well Managed Highway Infrastructure, BCI guidance (UKBB/ADEPT), Cost Sharing Protocol (DfT), Bridge Inspection Manual(NH)</p>		

	<p>Updates from other groups – ADEPT National Bridges Group, Bridge Owners Forum, Net Zero Bridges Group, SCOTS”</p> <p><b>UK Roads Board</b></p> <p>Next meeting of the UKRB is on Thursday 20 October 2022. Agenda is similar to this meeting’s agenda. There are reports from subgroups such as Winter Service Research Group, Road Condition Management Group update, FCMG, MCDHW update of discussions. No update from DfT.</p>		
<p><b>6.</b></p>	<p><b>Conferences/Publicity/Events</b></p>		
	<ul style="list-style-type: none"> <li>▪ Highways UK, NEC Birmingham – 2/3 November 2022</li> <li>▪ Road Expo - SEC, Glasgow - 29/30 November 2022</li> </ul>		
<p><b>7.</b></p>	<p><b>Business Planning</b></p>		
	<p>JS gave an update from the UKRLG Strategic Planning event on 7 October 2022.</p> <p>UKRLG is now the UK Roads Leadership Group. A revised mission and comms strategy is being developed as well as a refresh of the website.</p> <p>Keypoints:</p> <ul style="list-style-type: none"> <li>▪ Timeline or Pipeline of activities is to be produced.</li> <li>▪ Expectation that Boards refresh their TOR and shared with UKRLG by end of month.</li> <li>▪ Update of business plans by December</li> </ul> <p>NB to send the TOR and Business Plan to UKRLG</p> <p><b>Business Planning Session</b></p> <p>NB has already been asked for research ideas by DfT and has progressed this.</p> <p>NB gave an overview of the Summary and findings document.</p> <p><b>Guidance</b></p> <p>HIAM Guidance is a medium term activity with funding needed.</p> <p>Other aspects not wholly within this Board. ‘Life of a road’ is a possible one to progress.</p> <p>Derbyshire are developing HMEA and are adapting the guidance with TRL.</p> <p>KH raised the need for a website to host guidance documents.</p> <p><b>Environment</b></p> <p>Literature Review is a short/medium term achievable action – it will need assistance from DfT. Could do this as UKRLG or under the new Climate Change Board.</p>	<p><b>NB</b></p>	

	<p>Balancing carbon with other priorities. This is very similar to the asset management guidance piece.</p> <p>Guidance on Materials – Maybe this could be done with other groups such as the ADEPT SMDS.</p> <p>Overview of addition funding sources to support this type of work. Could be progressed as simple case studies to give signposting.</p> <p>MH - LCRIG have an area of their website for case studies.</p> <p><b>Human Capital</b></p> <p>All outputs are achievable but will need finance to commission work.</p> <p>E-Learning, Skills matrix and Comms strategy, Map of existing content and developing tools – Short to Medium term actions.</p> <p>Collaboration/ Recruitment Plan is longer term action and needs funding.</p> <p>Website – short to medium term plan</p> <p>DMe - E-Learning deployment could be done in two stages. Get the original material up and running and then update later on.</p> <p>LCRIG have launched individual skills, support and build training. IHE courses. NB to speak to LCRIG about collaborations, invite them to tell</p> <p><b>Finance</b></p> <p>Making the case – Short term action</p> <p>Outputs 2 to 6 need more support; 2, 3 &amp; 6 could be delivered within this Board</p> <p>ADEPT Engineering Board are doing research into Commuted Sums so this output to be parked.</p> <p>Output 4. Is a guidance document on what may be capitalised. There is an existing section in CIPFA Asset Valuation Code. CAS to approach CIPFA (Mark Poppy) to reproduce an extract for UKRLG website.</p> <p>The development of the asset valuation solution could take years of work with CIPFA.</p> <p><b>Summary</b></p> <p>NB to collect responses into a matrix and sense-check with theme leads.</p>	<p>NB</p> <p>CAS</p> <p>NB</p>	
<p><b>8.</b></p>	<p><b>Any Other Business</b></p>		
	<p>Link to AM Competence Framework does not seem to be working. KF to speak to Justin Ward.</p> <p>DfT to be invited to next board meeting to update on the DfT data standard</p>	<p>KF</p>	

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<b>9.</b>	<b>Future Meeting Dates</b>		
	The future meeting dates are planned to be as follows: <ul style="list-style-type: none"><li>• 2 February 2023 (virtual)</li><li>• 8 June 2023 (in person)</li></ul>		