

**BRIDGE OWNERS FORUM**  
**BOF 74: TUESDAY 7 NOVEMBER 2023**  
**via MS Teams and in THE BEVES ROOM,**  
**KINGS COLLEGE, CAMBRIDGE**

BOF 74 Actions:				BOF 75 Follow Up:	Today's Meeting	Not yet actioned/ongoing	To note	Completed
No.	Agenda Reference	Action by	Action required					
1	Item 1	Chairman	<b>Hybrid Meetings</b> Decision to be taken on whether to maintain hybrid meetings or return to in-person.	Agenda Item 3 – Chairman to comment				
2	Item 3	Keith Harwood/ Richard Fish/ Chairman	<b>BOF Website Operational Details</b> To be discussed between meetings.	Agenda item 13				
3	Item 3	All	<b>STEM Resources</b> Anyone with suitable STEM resources to send them to Sue Threader for uploading to the area on the Rochester Bridge Trust site.	Ongoing				

BOF 74 Actions:				BOF 75 Follow Up:	Today's Meeting	Not yet actioned/ongoing	To note	Completed
No.	Agenda Reference	Action by	Action required					
4	Item 3	Keith Harwood/ Sue Threader	<b>STEM Resources</b> Link to be set up on BOF website to Rochester Bridge Trust website's STEM resources area.	Agenda item 13				
5	Item 3	Richard Fish/ Keith Harwood	<b>BOF Technical Secretary</b> Keith Harwood will replace Richard Fish, starting with BOF 77 in November 2024. Handover to be arranged.					
6	Item 4	Chairman/ Hazel McDonald/ Richard Fish	<b>Investigations into Highway Bridge Collapses</b> Meetings to continue with CROSS and others as appropriate.	See Agenda items 10-12				
7	Item 4	Chairman	<b>Investigations into Highway Bridge Collapses</b> Chairman to discuss with David Coles and Sarah Sharples at DfT.	Chairman to report under item 3				
8	Item 4	Richard Fish/ Hazel McDonald	<b>Investigations into Highway Bridge Collapses</b> ORR to be approached.	To report under item 3				

BOF 74 Actions:				BOF 75 Follow Up:	Today's Meeting	Not yet actioned/ongoing	To note	Completed
No.	Agenda Reference	Action by	Action required					
9	Item 4	Osian Richards	<b>Investigations into Highway Bridge Collapses</b> Update on proposed system for reporting in Wales to be given at BOF 75.	Agenda Item 11				
10	Item 5	Paul Fidler	<b>M20 Footbridge Collapse Presentation</b> To be uploaded to the members only area of the BOF website.	Action completed but Hideo Takano had offered more detail on the failure mechanism:  From the BOF 74 minutes: <i>“The fixed end of the suspended span had been secured by a single large diameter steel dowel and it had been this that had failed rather than the concrete elements.”</i>  Hideo’s comment: <i>“I’m sorry if I didn’t explain the failure mechanism very well but this is not quite correct. The “free” end not secured by the dowel relied solely on self-weight/friction: the collision rotated the deck about the dowel until the “free” end was pushed off its support. As the single dowel was not capable of holding the deck in a “cantilever” situation, it failed and the deck fell onto the carriageway.”</i>				
11	Item 5	Santosh Singh/ Keith Harwood	<b>CHE Memoranda</b> List of relevant memos to be issued and added to the members only area of the BOF website.	Agenda item 13				

BOF 74 Actions:				BOF 75 Follow Up:	Today's Meeting	Not yet actioned/ongoing	To note	Completed
No.	Agenda Reference	Action by	Action required					
12	Item 5	Richard Fish/ Santosh Singh	<b>National Highways and DMRB Updates</b> Standing item to be on BOF agendas.	Agenda item 18				
13	Item 5	Andy Featherby	<b>Bridge Strike Prevention Group</b> Outcomes from upcoming meeting to be reported at BOF 75.	Agenda item 3				
14	Item 6	Paul Fidler	<b>BICS</b> National Highways presentation to be uploaded to the members only area of the BOF website.					
15	Item 6	Hazel McDonald	<b>“Future of BICS” Workshop</b> Outcomes to be reported at BOF 75.	Agenda item 8				
16	Item 7	Paul Fidler	<b>Network Rail: Carbon and Net Zero</b> Presentation to be uploaded to the members only area of the BOF website.					

BOF 74 Actions:				BOF 75 Follow Up:	Today's Meeting	Not yet actioned/ongoing	To note	Completed
No.	Agenda Reference	Action by	Action required					
17	Item 8	Paul Fidler	<b>Net Zero Bridges Group Update</b> Presentation to be uploaded to the members only area of the BOF website.					
18	Item 8	Chairman/ Hazel McDonald/Richard Fish	<b>Carbon and Net Zero</b> Options for better links between NZBG and bridge owners to be discussed.	Agenda item 6				
19	Item 8	Richard Fish	<b>Carbon and Net Zero</b> Standing item to be on BOF agendas for opportunity to share new initiatives, best practice etc.	Agenda item 5				
20	Item 9	Richard Fish	<b>BOF website</b> Helena Russell's review to be issued.					
21	Item 9	Keith Harwood	<b>BOF website</b> Website to be Maintained and updated.	Agenda item 13				

BOF 74 Actions:				BOF 75 Follow Up:	Today's Meeting	Not yet actioned/ongoing	To note	Completed
No.	Agenda Reference	Action by	Action required					
22	Item 9	Paul Fidler	<b>BOF Minutes</b> To be transferred to the members only area of BOF website.					
23	Item 9	Richard Fish	<b>Summary of BOF meetings</b> To be prepared and uploaded to the publicly accessible area of the BOF website.	Agenda item 3				
24	Item 10	Chairman	<b>Grand Challenges Refresh</b> Budget and payment process for graphic design support to be confirmed.					
25	Item 10	Richard Fish/All	<b>Grand Challenges Refresh</b> To liaise with Helena Russell on Grand Challenges rewrite, but volunteers to join an editorial sub-group also welcome.	Agenda item 14				
26	Item 11	Trish Johnson	<b>Suicide Intervention Sub-group</b> Progress to be reported at future BOF meetings.	Agenda item 16				

BOF 74 Actions:				BOF 75 Follow Up:	Today's Meeting	Not yet actioned/ongoing	To note	Completed
No.	Agenda Reference	Action by	Action required					
27	Item 12	Paul Fidler	<b>Heritage Railway Association</b> Presentation to be uploaded to the BOF website					
28	Item 13	All	<b>RAAC in Bridges</b> Any cases to reported at BOF 75.	Agenda item 3				
29	Item 14	Chairman	<b>TRIB Infrastructure Working Group</b> Chairman to formally represent BOF on TRIB IWG.					
30	Item 14	Richard Fish	<b>TRIB Infrastructure Working Group</b> Standing item to feature on BOF agendas.	Agenda item 17				
31	Item 15	Santosh Singh	<b>EV loading</b> Additional weight of electric vehicles to be reviewed in terms of loading standards.	Agenda item 18				
32	Item 15	All/ Richard Fish	<b>Discussions between meetings</b> Technical Secretary emails between meetings confirmed as preferred means of keeping in touch.					

BOF 74 Actions:				BOF 75 Follow Up:	Today's Meeting	Not yet actioned/ongoing	To note	Completed
No.	Agenda Reference	Action by	Action required					
33	Item 15	Keith Harwood/ Paul Fidler	<b>Link with AustRoads Bridge Committee</b> Facility for sharing minutes etc. to be added to the BOF website.	Agenda item 13				
34	Item 17	Richard Fish	<b>BOF Lifetime achievement award</b> Decision to change to biennial award to be communicated to José Sanchez.					
35	Item 18	Santosh Singh	<b>3-D Printed Concrete Headwall</b> To be covered at BOF 75.	Agenda item 18				
36	Item 18	Trish Johnson	<b>International Cable Supported Bridge Operators Association (ICSBOA) - Europe</b> Feedback to be given at BOF 75 from workshop to be held on 21 <sup>st</sup> November 2023	No update available as no minutes/notes have been issued but note the ICSBOA website for further information: <a href="#">The International Cable Supported Bridge Operators Association (ICSBOA)</a>				
37	Item 18	Sue Threader/ Richard Fish	<b>Satellite technology</b> Link to be issued regarding Italian Space Agency satellite monitoring of Rochester bridges.					



BOF 74 Actions:				BOF 75 Follow Up:	Today's Meeting	Not yet actioned/ongoing	To note	Completed
No.	Agenda Reference	Action by	Action required					
38	Item 18	Jason Hibbert	<b>Overloaded vehicle study</b> Update to be given at BOF 75.	Agenda item 19				
39	Item 18	Osian Richards	<b>Scour study</b> More information to be provided.	Agenda item 19				
40	Item 19.1	Richard Fish/ All	<b>BOF support for specific research proposals</b> Agreed that BOF itself should <i>not</i> endorse specific proposals but individual members can if they wish. Latest request to be issued.					
41	Item 19.2	Chairman	<b>Subscriptions</b> Invoices, or Purchase Order requests, to be issued next week.					
42	Item 19.3	Chairman/ Paul Fidler	<b>BOF Accounts</b> Once reviewed in detail, accounts to be posted on BOF website.	Agenda item 3				

BOF 74 Actions:				BOF 75 Follow Up:	Today's Meeting	Not yet actioned/ongoing	To note	Completed
No.	Agenda Reference	Action by	Action required					
43	Item 19.4	Santosh Singh/ Richard Fish	<b>National Highways Updates from BOF 73</b> Points not covered under Item 3 to be sent to Richard Fish for issue.					
44	Item 20	All	<b>Next meetings:</b> BOF 76 – June 4 <sup>th</sup> , 2024 BOF 77 – November 5 <sup>th</sup> , 2024					

BOF 74 Actions updates  
Richard Fish  
25<sup>th</sup> January 2024