

Pavement Condition Information Systems support contract	
Pavement Condition Management Group Meeting – draft Agenda	
Meeting date	Thursday 12th February 2009
Version number	Draft v0.4 (09/02/2009)
Prepared by	A Gallagher
Approved by	BVC

Pavement Condition Information Systems Pavement Condition Management Group

Date & Time	Thursday 12 th February 2009 10:30 to 15:30 (approx)
Venue	Department for Transport, Leeds Room, 3/16a, Great Minster House (Horseferry Road main entrance) 76 Marsham Street, London, SW1P 4DR
Purpose	To review progress of the Pavement Condition Information Systems support contract To outline programme of work for next 3 months
Invitees	Chris Capps (Cambridgeshire) – Chair Paul Boss (Staffordshire) (Apologies) Edward Bunting (DfT) (Apologies) Phil Cadenne (Cardiff) Roddy Crilly (NIRS) Kevin Fuller (Hampshire) Alistair Gow (SCOTS, SRMCS project manager) Les Hawker (TfL Street Management) Andrew Morris (Newport) Ramesh Sinhal (HA)
Project team	Barry Cleave (TRL) Andrew Gallagher (TRL) Lila Tachtsi (Atkins)

Revised draft Agenda v04

Time	Topic	Lead
10:30	Welcome to DfT	Andrew Oldland (Edward Bunting)
10:35	Introductions	Chris Capps
10:40	Agree agenda and timings	Chris Capps
10:45	Actions noted at previous meeting: Accuracy (omissions, amendments, corrections) Progress will be taken under agenda items	Chris Capps
10:50	Progress report and project management issues Summary progress report Project expenditure profile	Barry Cleave
11:15	Liaison and Project Steering Report on liaison meetings with others: CSS HCAG; HTMA; HELG; HAMFIG.	Barry Cleave
11:45	Product Development and Accreditation, QA and Audit – combined reports	
11:45	Visual surveys: Inspector accreditation; Visual survey manual; Data Capture Device software accreditation	Andrew Gallagher
12:00	UKPMS Rules and Parameters, Weighting sets, Technical notes Annual Health Check progress Evolution 2009/10	Barry Cleave
12:15	SCANNER Progress 2008/09 QA contract Review of TRL performance and new specification	Andrew Gallagher
12:30	Break (lunch)	

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13:00	Meaning of SCANNER measurements Presentation & Discussion	Andrew Gallagher
13:45	Technology Promotion	Barry Cleave
	(i) Newsletters (ii) Website (iii) Helpdesk (iv) Owners Forum (v) Regional Seminars	Barry Cleave
14:15	Investigations into good practice Presentation & Discussion	Lila Tachtsi
15:00	Forward look Roads Board strategic work programme PCMG work programme (Roles and responsibilities)	Chris Capps
15:20	Any Other Business	Chris Capps
15:25	Dates of future meetings	Chris Capps
15:30	Close	Chris Capps

Andrew Gallagher,
9th February 2009