

ADEPT Engineering Board
10 October 2025: 10.00hrs – 13.00hrs via Teams
Meeting notes & actions

Attendees:

Name:	Initials	Representing
James Bailey (Chair)	JB	Staffordshire County Council
Richard Emmett	RE	Kent County Council
Helen Marshall	HM	Norfolk County Council
Betty Leow	BL	Department for Transport
Raiad Shahzad	RS	Department for Transport
Andrew Warrington	AW	Arcadis
Carl Skelton	CS	East Riding Council
Barrie Mason	BM	North Yorkshire Council
Simon Wilson	SW	Proving Services
Andy Perrin	AP	Proving Services
Juliana Aristizabal	JA	AtkinsRealis
Robert Higgins	RH	Department for Transport
Peter Massie	PM	Essex Highways
Helen Rowe	HR	Kent County Council
Hannah Bartram (CXO)	HB	ADEPT
Stephen Child	SC	SMC Consultancy
Angela Jones (President)	AJ	Westmorland and Furness Council
Pat Clarke	PC	Leicestershire County Council
Keith Tovee	KTo	Essex County Council
Jonathan Evans	JE	Lincolnshire County Council
Mike Hansford	MH	Road Surface Treatments Association
Kathryn Moreton	KM	Walsall Council
Dean Sargeant	DS	Telford and Wrekin Council
Jane Young	JY	Surrey County Council
Malcolm Fairhurst	MF	Bolton Council
Bill Mamby	BM	East Riding Council
Jack Wiltshire	JW	Dorset Council
Nick Henstock	NH	West Northants County Council
Emma Cockburn	EC	Devon County Council

Apologies:

Chris Morris	CM	Trafford Council
Andrew Tatt	AT	Rutland County Council
Graeme Kane	GK	North Northants County Council
Keith Harwood	KH	Hertfordshire County Council
Tim Lawton	TL	Hampshire County Council
Neill Bennett	NB	Derbyshire County Council

Paul Garrod	PG	Bath and North East Somerset Council
Andrew Loosemore	AL	Kent County Council
Graeme Kane	GK	Northamptonshire Council
Kevin Townley	KT	Norfolk County Council

Items	Topics for Discussion	Action by
1.	Welcomes and introductions: - JB welcomed everyone to the meeting. - Apologies noted (listed above). - JB confirmed that he had formally accepted the invitation to succeed Mark Stevens as chair of the Board. - The Board recorded their thanks again to Mark for his excellent leadership over the past 7 years and involvement for many years prior, including 8 years as secretary. The Board wished Mark well for the future and hope they might see him back in some role or another in future. - JB invited volunteers to express interest in the Vice Chair role. No immediate nominations received; members asked to email JB if interested. Actions: - Consider role of vice-chair and if interested in volunteering please notify JB by email.	All
2.	DfT Quantifiable Carbon Guidance (QCG) - Presented by Betty Leow and Raiad Shahzad (DfT). - QCG provides a consistent framework for carbon quantification in local transport planning. - Emphasises early-stage carbon consideration, whole-life carbon impacts, and proportionality in assessment. - Not mandatory but may be expected in future funding programmes. - Links to Live Labs and Carbon Leadership Programme (CLP). Actions: - Circulate DfT QCG slides with minutes	JB
3.	Carbon Leadership Programme (CLP) - Presented by Simon Wilson and Andy Perrin. - Aims to benchmark carbon footprints and best practice across English highway authorities. 55 authorities signed up; third cohort open. - Two-part assessment: carbon footprint and best practice. - Emission factors standardised for benchmarking; authorities can override for internal use.	

Items	Topics for Discussion	Action by
	Future plans include climate resilience metrics and extended boundary assessments. Actions: • Circulate FHRG CLP slides with minutes	JB
4.	DFT and Structures Fund Update • Presented by Robert Higgins (DfT). • £500M additional funding for highways this year; Structures Fund strategy in development. • Consultation with sector planned to prioritise large-scale infrastructure projects. • Concerns raised about: ➢ Minimum spend thresholds. ➢ Local contribution expectations (15%). ➢ Inclusion of Network Rail, CRT, and National Highways assets. ➢ Timing and deliverability of schemes.	
5.	6. Code of Practice Update • Presented by Juliana Aristizabal (Atkins). • Full revision of the Well-Managed Highway Infrastructure Code underway. • Collaborative approach with working groups for highways, structures, lighting, resilience, and carbon. • Launch planned for September 2026. • Volunteers invited to join working groups. Actions: • Circulate AR CoP slides with minutes • Follow up with Public Rights of Way (PRoW) Group for COP alignment.	JB HB
	Standing items	
6.	National Bridge Working Group update: • Non-destructive testing innovations shared; • FOI data quality concerns raised; • Inspection frequency under review. Actions: • Ensure FOI responses on structures are accurate and consistent before next RAC survey.	All

Items	Topics for Discussion	Action by
7.	Soils and Materials Design & Specification Group update: - Hazardous waste classification protocol flagged; - Further review planned. Actions: - Review implications of EA hazardous waste protocol on LAs. - Invite Alan Ferguson, Transport Scotland, to present to future meeting of ADEPT Engineering Board on the use of LIDAR measurement in terms of profile data and scheme development.	SC/PC SC
8.	Street lighting Groupe update: - Live Labs trials progressing; - BS standards under review; - Regional meeting attendance encouraged.	
9.	UKRLG/ADEPT Asset Management Board: Apologies from Neill	
10.	Future items for discussion: - LIDAR-based scheme profiling (Transport Scotland). - Highways are Doing It toolkit (January launch). - Live Labs project updates (East Riding and CEDR Centre of Excellence). - Public Rights of Way integration and guidance alignment. Action: - Invite Carl Rock, East Riding, to present Live Labs results at next meeting (Jan 2026)	JB
13.	Minutes of meeting 10 July 2025: Reviewed and agreed previous minutes	
14.	Diary for future meetings: 9 January 2026 10 April 2026 10 July 2026 9 Oct 2026 Actions: - Consider hosting in-person provincial meeting in October. Opportunity to showcase.	All
15.	Any other business: Nil	

Next meeting: Friday 9th January 2026 10.00 to 13.00