

**BRIDGE OWNERS FORUM**  
**BOF 52: WEDNESDAY 15 MARCH 2017 AT THE**  
**JAGUAR ROOMS, RICOH ARENA, COVENTRY**

**Actions:**

	<b>Agenda Reference</b>	<b>Action by</b>	<b>Action required</b>	<b>Completed</b>
<b>1</b>	Item 2	Richard Fish	<b>Liaison with Hemming Group</b> Richard will keep in touch with Hemming Group regarding publicity for BOF and Grand Challenges.	
<b>2</b>	Item 2	Richard Fish	<b>BOF 53 Agenda</b> BOF 53 agenda to be prepared in liaison with the Chairman to ensure that significant issues from earlier meetings can be dealt with efficiently.	
<b>3</b>	Item 3	Stephen Pottle/ Richard Fish	<b>Grand Challenges</b> Stephen's Grand Challenges Paper to be circulated.	
<b>4</b>	Item 3	Stephen Pottle/ Paul Fidler	<b>Grand Challenges</b> Grand Challenges Paper, Figures and Diagrams to be uploaded to BOF website.	
<b>5</b>	Item 4	Rob Dean/Stephen Pottle	<b>Grand Challenges</b> Rob and Stephen to work up a diagrammatic summary of the Grand Challenges strategy.	
<b>6</b>	Item 5	Richard Fish	<b>BOF Profile</b> Richard to review BOF's profile with regard to social and professional networking.	
<b>7</b>	Item 5	Richard Fish	<b>Grand Challenges Promotion</b> Richard to discuss options with Adrian Tatum re possible conference etc.	
<b>8</b>	Item 5	Stephen Pottle	<b>Grand Challenges Budget</b> Stephen to investigate crowd funding and other funding options.	
<b>9</b>	Item 5	Rob Dean/Richard Fish/Chairman	<b>Grand Challenges Process</b> Process of developing Grand Challenges at future BOF meetings to be agreed.	

<b>10</b>	Item 5	Stephen Pottle	<b>Grand Challenges Themes</b> Stephen will review themes and re-issue, distinguishing between those which BOF should lead and those which we should influence.	
<b>11</b>	Item 5	All	<b>Grand Challenges Themes</b> Theme authors and reviewers to team up/work off-line to make progress before BOF 53.	
<b>12</b>	Item 5	Stephen Pottle	<b>Grand Challenges Themes</b> Stephen will design a template so that all themes can be presented in a similar style.	
<b>13</b>	Item 6(a)	Neil Loudon	<b>Review of Bridge Inspections</b> Neil will give a full presentation at BOF 53.	
<b>14</b>	Item 6(a)	Rob Dean	<b>Retaining Wall Failure</b> Rob will share details of the Leicestershire collapse at BOF 53.	
<b>15</b>	Item 6(d)	Richard Fish/Chairman	<b>SCOSS</b> BOF engagement with SCOSS to be reviewed.	
<b>16</b>	Item 6(f)	All	<b>BOF Subscriptions</b> All to check that 2017/18 invoices have been received.	
<b>17</b>	Item 6(g)	All	<b>Masonry Arch Assessment Guidance Steering Group</b> Nominations for this steering group to be sent to Richard Fish.	
<b>18</b>	Item 8	Richard Fish	<b>BOF 53</b> Date to be checked and confirmed.	

BOF 52 Actions: Draft 3  
Richard Fish  
31st March 2017