CAPRICORN MUNICIPAL DEVELOPMENT GUIDELINES

2022 MEETING 02 MINUTES

Venue: GRC Offices at Calliope

Date and Time: 3 March 2022 10:00 am

Attendance: Chris Hegarty (MCE), Richard Bywater (MCE), Jamie McCaul (RRC), Grant Vaughan (RRC), Scott McDonald (GRC), Brendan Fuller (GRC), Graham Sweetlove (MRC), Karen McMillan (MRC), Kym Downey (CHRC), Anthony Lipsys (BSC), Daniel Price (BSC), Chandrasiri Jayalath (BSC)

Apologies: Robin Thekkekara (IRC), Joel Kuczynski (IRC), Dev Krishnasamy (LSC), Greg Abbotts (LSC), Allan Heit (BSC)

Item			Action By		
Meeting Fo	ormat				
ger	ft format /				
TEAG form	at used as an example				
 Welcome Apologies True and correct record of minutes from previous meeting (Typically adopted via email correspondence in accordance with MOU) Terms of reference (if we need to discuss any suggested changes over time) Address Outstanding Items From Previous Meeting 					
Item number	Item	Proponent			
M22.01.01	Website Update - Committee Requirements				
M22.01.02	IPWEAQ Standard Drawing Review (maybe better as a general business item?)				
M22.01.03	Standard Drawing Styles				
M22.01.04	D1 – IRC and CHRC Rural Roads Tables				
M22.01.05	Standard Drawings to be amended (CMDG-G-011, CMDG-R-051, CMDG-R-055, CMDG-R-055A, CMDG-R-058, CMDG-W-040, CMDG-W-041)				
M22.01.06	Table D05.04.01 Design AEP's				
M15.5	D1 Geometric Road Design – finalise new tables				
M15.18	D1 Geometric Road Design – solar lighting rural and urban				
M15.7	D2 Pavement Design – amend APRG Report 21 as outdated reference and LSC to review design procedure and references				
M15.15	D9 Cycleway and Pathway Design revision				
	• GR ger nur TEAG form 1. Welcon 2. Apolog 3. True ar email c 4. Terms 6. Addres tem number M22.01.01 M22.01.02 M22.01.03 M22.01.04 M22.01.05 M22.01.06 M15.5 M15.18 M15.7	GRC Have suggested a new meeting format. For the current m generally look like the following – The aim is to discuss the dra numbering system and agree on a format for all future meeting TEAG format used as an example 1. Welcome 2. Apologies 3. True and correct record of minutes from previous meeting (Typicall email correspondence in accordance with MOU) 4. Terms of reference (if we need to discuss any suggested changes 5. Address Outstanding Items From Previous Meeting Item	GRC Have suggested a new meeting format. For the current meeting it would generally look like the following – The aim is to discuss the draft format / numbering system and agree on a format for all future meetings TEAG format used as an example 1. Welcome 2. Apologies 3. True and correct record of minutes from previous meeting (Typically adopted via email correspondence in accordance with MOU) 4. Terms of reference (if we need to discuss any suggested changes over time) 5. Address Outstanding Items From Previous Meeting Item		

Item		Item		Action By
	M15.16	Draft underbore detail		
	M16.5	D5 Stormwater Design – Provide template for SWMP	GRC	
	M16.9	PS5 PVC Pressure Pipe (Poly services to be PN16 not PN 12)		
	M16.10	C273 Landscaping – amend hydromulch spec		
	M15.20	PS26 Marker Posts		
	M15.21	PS28 Gaskets		
	M15.22	C242 Pavements – Amend references as advised by GRC		
	?	D10 Landscape Design		
	?	Parks standard drawings		
	?	D6 Site regrading – consider retaining wall issue		
	M22.01.08	CMDG-S-030 Type C Vertical H.C.		
	M22.01.09	CMDG-S-026 Lamphole Details		
	6. New Ager	nda Items		
	Item number	Item	Proponent	
	M22.02.01	Use of RPEQ Signed Change Request forms	All	
	M22.02.02	CMDG Action Register	MCE	
	M22.02.03	D1 Geometric Road Design – Rural Heavy Industry Access Road	IRC	
	M22.02.04	CMDG-R-050 Drawing review	LSC	
	M22.02.05	Use of Corrugated polypropylene drainage pipes	LSC	
	M22.02.06	CMDG-D-033 Use of Precast Square roof water pits	LSC	
	7. General 8. Next med 9. Meeting	eting		
	Resolution			MCE
	Agreed to understand Action By – MCE	use this format to make tracking of agenda items easier.		
22.02.00B	Matters Ar	ising from previous meeting minutes		
	• Pre	evious minutes are at Attachment H.		
	Resolution			
	Nil			
	Action By –			
22.02.01	Website			
		ogress report on website update.		
	carry out th regarding w	ded summary update on progress. RRC I.T. don't have the website update internally. GRC legal team has expressed by the website ownership if externally designed and procured throw further with GRC legal team as other Councils including RI	ed concerns ough MCE. Scott	
	10 4.004001	and the logar team at other countries morating re-	us hot share	

maintenance. Resolution MCE to put together scope in coordination with Grant/RRC (Grant to provide initial scope document for MCE to expand on). RRC I.T. department will provide some technical input/review regarding the scope. Aim for draft scope to be completed by next meeting. Scott to liaise with GRC legal team regarding procurement. Action By MCE/ RRC/ GRC 22.02.02 IPWEAQ Standard Drawing Review • Update on whether anyone has received approval to participate in the review including any updates on IPWEAQ Progress. No further progress of the drawing review. Scott informed the committee that IPWEAQ are still working on changing and updating the drawings. The suite is not finalised ready for review yet.	CE/RRC/ RC
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sharing options/ availability including the possibility of posting any adopted	RC/GRC
IPWEAQ drawings on the CMDG website.	
<u>Resolution</u>	
Grant/ Scott to discuss drawing availability with IPWEAQ	
Action By	
RRC/GRC	
22.02.03 Use of RPEQ Signed Change Request forms	
This item is to further discussion regarding the circumstances requiring the	
use of these forms. • A new resolution is proposed below to provide further clarity	
Resolution	
1. RPEQ signed form will be requested for changes that require engineering	
judgement outside of prescriptive standards.	
 The RPEQ signed form will not be required to action administrative or clarification changes or where a resolution is made at a Steering Committee 	
meeting.	
3. The RPEQ Change forms (word copies) be made available on the website.	CE
4. Form 1 will be modified to allow submission of change requests via email5. Form 2 will be updated to suit the specific requirements defined in point 1.	
Action By MCE	
22.02.04 CMDG Action Register • The purpose of this agenda item is to outline the status of all actions	
requested.	
Note this register commences at Nov 2021 when MCE became involved and	
may not capture any requests or actions prior to that date. If there are any	
missing requests then please advise. • The current register is at Attachment A	
<u>Resolution</u>	
Column to be included to cross reference agenda item number with action.	CE

Item	Item			Action By		
	Action By MCE					
22.02.05	CMDG-G-011 Proposed changes					
	 LSC have withdrawn the request to update the drawing. They have advised that changes were made to suit supply from the local contractor at the time for the sewer treatment plant Despite this request it is considered worth discussing in view of the comparison below with other drawings The proposed new drawing prepared by LSC is at Attachment B including IPWEAQ Drawing GS-041and TMR Drawing 1206 for comparison purposes The following table compares member sizes for an 1800mm high fence 					
		Current CMDG	Proposed CMDG	GS-041 (IPWEAQ)	SD 1602 (TMR)	
	Gate Post sizes	DN 80 (light)(3.2mm)	Proposed 100NB (medium)(4.5 mm) for opening >6m otherwise 80NB (medium)(4.0 mm)	80NB (light)(3.2mm)	88.9 x 5.0 CHS	
	End or Corner Post sizes	DN 80 (light)(3.2mm)	50NB (medium)(3.6 mm)	50NB (light)(2.9mm)	60.3 x 4.5 CHS	
	Intermediate Post sizes	DN 50 (light)(2.9mm)	40NB (medium)(3.2 mm)	32NB (light)(2.6mm)	48.3 x 4.0 CHS	
	Resolution Nil Action By N/A					
22.02.06	CMDG-R-055 B	ollards				
22.02.00	 CMDG-R-055 Bollards The proposed version G drawing is at Attachment C including the drawing to be discontinued. Changes from M15.11 have been incorporated. Plan to produce a single drawing for this. It appears some Councils do not like Plastic bollards. We have clarified that matter in the applicability box. All other details appear the same. Footing depth for steel bollard has been increased from 500 to 600 (need to get down to the stable zone free from wetting / drying. 750mm deep footing provided for 1300mm bollard - is there a particular use intended for the 1300mm bollard? Is a removable bollard or lockrail drawing required for park access (example on additional sheet)? Discussion about uppercase vs lower case for text/notes. Agreed that Uppercase of titles and lower case for leaders and notes. Some interest from committee regarding removable bollards/lockrails. Existing lockrail drawing (not part of standard drawings set) to be discussed 					
	Existing					MCE

Item	Item	Action By
	Resolution	
	CMDG-R-055 Ver G be approved for website upload. Some minor drafting changes	
	required	
	CMDG-R-055A be superseded.	
	Action By MCE	
22.02.07	CMDG-W-040	
	 The proposed drawing is at Attachment D along with the existing CMDG-S- 090 drawing which GRC has suggested needs to be discussed as well so 	
	that a coherent strategy is presented for trenching in water and sewer	
	applications.	
	Resolution	
	CMDG-W-040 Ver G - MCE to check specifications for depths etc to be consistent	GRC/ MCE
	(especially Type C)	GRC/ MCE
	Standard drawing S-090 to also be updated by MCE following feedback from GRC	
	after staff consultation.	
	Action By MCE	
22.02.08	CMDG-W-041	
	The proposed drawing is at Attachment E This describes a second and ball describes a describe a descri	
	 This drawing provides added hold down detail for vertically acting thrust blocks drawn from the SEQ drawing. The intention is for the drawing to cover 	
	all design aspects up to 200mm dia. Equal to or over 200mm dia will require	
	specialist reinforcement design for the concrete hold down block.	
	Anthony suggested that protection between strap and pipe maybe required.	
	SEQ standard drawings shows 3mm thick insertion rubber between straps and bend. Agreed that this should be added to drawing W-041.	
	Resolution	
	CMDG-W-041 Ver F approved for upload to the website once rubber insert note is	MCE
	added	WICE
	Action By MCE	
22.02.09	Table D05.04.01 Design AEP's	
	This item has been presented again due to differing opinions that emerged	
	post meeting regarding whether the table should be deleted from CMDG.	
	The way this table is presented in CMDG at the moment it implies that ARI 20	
	for minor roads is acceptable for the major system (the required standard is	
	AEP 1% or ARI 100). I think this has come about because the QUDM Table covers minor system flows only and the CMDG table attempted to cover	
	major and minor systems.	
	The relevant QUDM Table 7.3.1 Follows.	
	• • •	

Item	Item	Action By
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Table 7.3.1 – Recommended design average recurrence intervals (ARI) and annual exceedence probabilities (AEP) for the minor system

Development category [1]			AEP	
Central business and commercial		10	10%	
Industrial		2	39%	
Urban residential high density – grea	ater than 20 dwelling units/ha	10	10%	
Urban residential low density – 6 to 20 dwelling units/ha		2	39%	
Rural residential – 2 to 5 dwelling units/ha		2	39%	
Open space – parks, etc.		1	63%	
	Kerb and channel flow	10 [2]	10%	
Major road	Cross drainage (culverts)	50 ^[3]	2%	
Minor road	Kerb and channel flow	[4]	[4]	
ivillior road	Cross drainage (culverts)	10 ^[3]	10%	

Notes:

- [1] The terms used in this table are described in the Glossary (Chapter 13) and Table 7.3.3.
- [2] The design AEP for the minor drainage system in a major road must be that indicated for the major road, not that for the development category of the adjacent area.
- [3] Refer to discussion in Section 7.3.7.
- [4] Refer to relevant development category (above).

The relevant table in CMDG looks like this at the moment

Table D05.04.1 - Design Annual Exceedance Probabilities

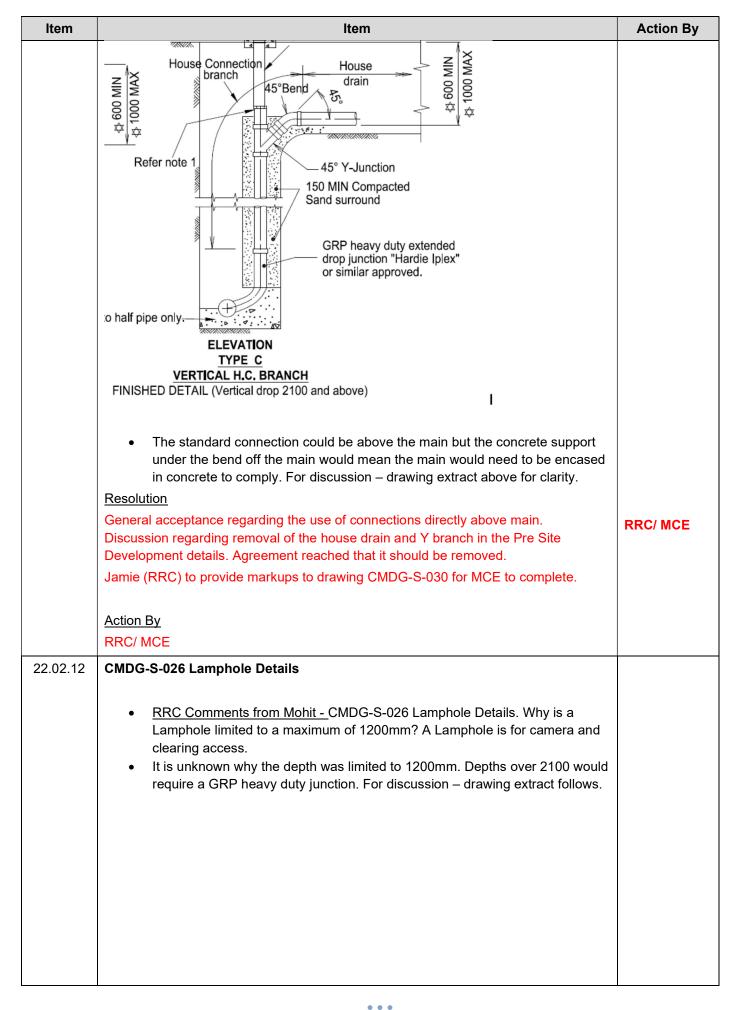
Davidonment Catana		Major	System	Minor	System
Development Categor	У	ARI (yrs)	AEP (%)	ARI (yrs)	AEP (%)
Central Business & Cor	mmercial	100	1	10	10
Industrial		100	1	2	39
Urban Residential (High 20 dwelling units/ha)	n Density – greater than	100	1	10	10
Urban Residential (Low Density – 6 & up to 20 dwelling units/ha)		100	1	2	39
Rural Residential – 2 to	5 dwelling units/ha	100	1	2	39
Open Space – Parks, e	tc.	100	1	1	63
Major Collector /	Kerb and channel flow	100	1	10	10
Distributor and higher	Cross drainage (culverts)	100	1	50	2
Minor road	Kerb and channel flow	20	5		
	Cross drainage (culverts)	20	5	10	10

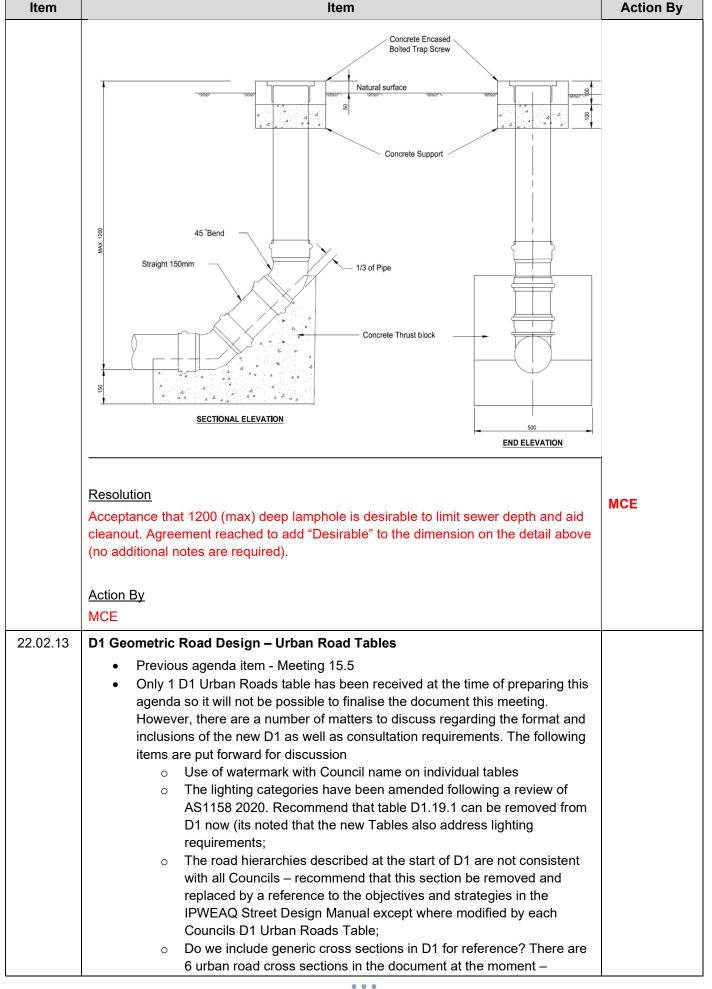
Notes:

- The design AEP for the minor drainage system in a major road shall be that indicated for the major road, not that for the Development Category of the adjacent area.
- 2. Cross drainages should be designed to accept the flow for the minor system AEP shown. In addition, the designer must ensure that the major system backwater does not enter properties upstream. If upstream properties are at a relatively low elevation, it may be necessary to install culverts of capacity greater than that for the minor system AEP design storm to ensure flooding of upstream properties does not occur. In addition, the downstream face of the causeway embankment may need protection where overtopping is likely to occur.
- The terms used in this table are described in the QUDM Glossary and/or Table 7.3.3 of QUDM 2013.
- 4. Council specific or refer to development category.
- 5. VDg, flow depth and width limitations are applicable in accordance with QUDM.

Recent changes to Minor AEP's agreed by the Councils have in fact resulted in complete agreement with QUDM. It is therefore considered the Design AEP table is superfluous and should be deleted.

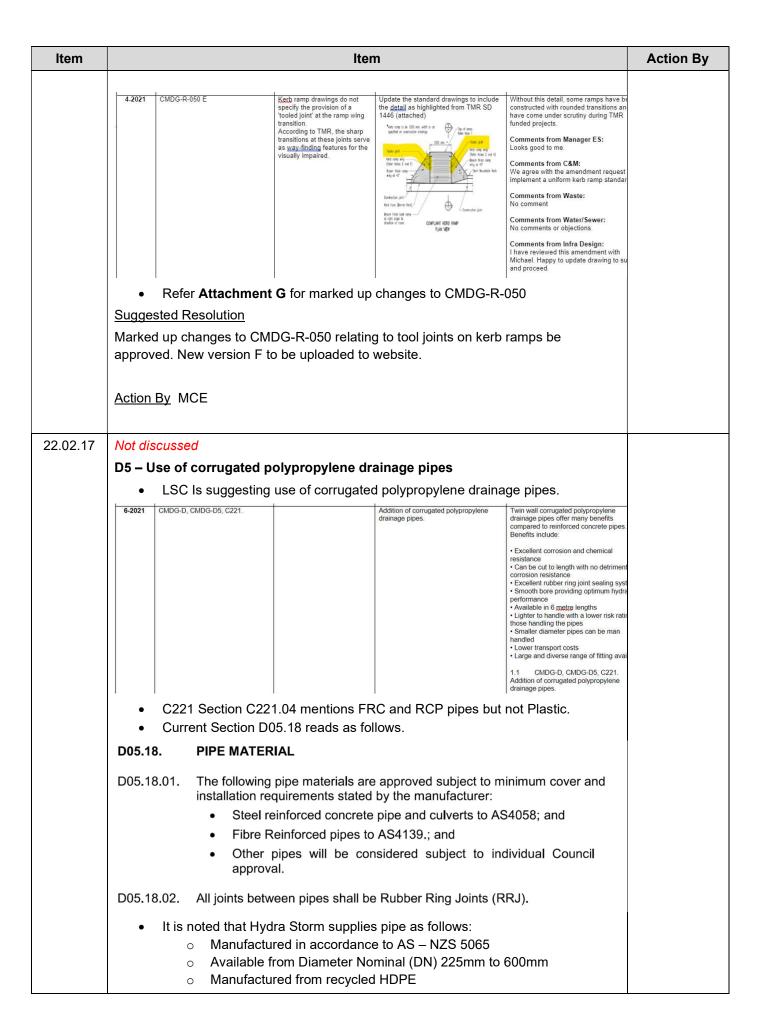
Item	Item	Action By
	Alternatively the table may be retained with the Major System column deleted (and note references will also need to be amended / clarified)	
	It is also noted that in preparing the D1 Urban road tables Councils should be ensuring consistency with the QUDM Table for designated flood immunities for each road hierarchy. If there are any differences these may need to be highlighted in Table D05.04.01.	
	Resolution	
	Clause D05.04.02 and Table D05.04.1 be amended as follows:	
	 Include QUDM Table 7.3.1 as Table D05.04.1 	
	Include QUDM Table 7.3.2 as Table D05.04.2	
		MCE
	Include text/ note: Refer to D1 for road hierarchy.	
	(Also correct <i>Ërror! Reference source not found</i> throughout the document) Action By MCE	
22.02.10	Not discussed	
	D5 Stormwater Design – Template for SWMP	
	 Previously an agenda item 16.5 (Meeting did not proceed) 	
	 GRC have provided a template Attachment F for consideration and 	
	discussion.	
	Clause D05.21 currently reads as follows.	
	D05.21. SITE BASED STORMWATER MANAGEMENT PLAN (SWMP) D05.21.01. Where required by Council, the developer is obliged to submit Site Based Stormwater Management Plan addressing Quantity and Quality aspects of stormwater management.	
	Suggested Resolution	
	That the Stormwater template be included as Annexure D05A and Clause D05.21 be	
	amended to reference the new Annexure.	
	Action By MCE	
22.02.11	CMDG-S-030 Type C Vertical H.C.	
	RRC Comments from Mohit - CMDG-S-030 Type C Vertical H.C Heavy duty fibreglass coated junctions are made from a 45'junction and a 45'bend. This places the property connection directly above the sewer main. A standard (less than 2 metres deep junction is made up from a 45' junction and a 60' bend this offsets the property connection to one side (as it's drawn in CMDG-S-030). Is there any reason the standard connection cannot be directly above the main like a heavy duty junction.	





Item	Item	Action By
	however, terminology/hierarchy is not consistent with the new roads	
	tables for each Council. It has been discussed previously to remove	
	the cross sections and restore them as Standard Drawings – for discussion.	
	 It is recommended that the document priority order be amended as 	
	follows to capture recent relevant publications:	
	■ IPWEAQ Street Design Manual	
	 Model Code for Neighbourhood Design; 	
	 Queensland Streets 	
	 Austroads Publications 	
	 TMR Publications 	
	 Australian Standards 	
	 A draft D1 (and much abbreviated) D1 document is to be produced to 	
	amend references to IPWEAQ Street Design Manual in lieu of	
	Queensland Streets. Content will be removed where it is now	
	covered by the additional information in the New D1 Urban Roads	
	tables. A draft D1 Ver 10 is at Attachment J. This attachment has	
	changes highlighted and quite a comments on items where decisions	
	need to be made. It is suggested that everyone review this document and be familiar with the IPWEAQ Street design manual so that	
	decisions can be made on the new document layout and content.	
	dedicions can be made on the new decament layout and content.	
	 Is the intention to seek feedback from industry before adoption? If so 	
	the format and timing of this consultation needs to be discussed to	
	ensure a uniform approach from the group.	
	 Agreement to use Council watermarks on individual tables Scott to send notes regarding lighting specification changes to D1 (M15.18) Definitions of road hierarchies to be consistent with Street Design Manual and across councils. Agreement to remove standard cross sections and recreate as standard drawings Agreement that document order of priority set out above is ok. Councils to update D1 tables to new format (ideally prior to next meeting). Priority 1. Rural and Urban tables in appendix. All councils to complete revised rural tables as per urban tables. Priority 2. RRC to proceed separately with industry consultation regarding proposed significant changes to D1. This will initially involve an email to industry (2 weeks to respond) with a copy of the new RRC Urban Roads Table and explanation of the reasoning behind the proposed changes. 	
	Action By	
	MCE and all Councils	
22.02.14	Not discussed	
	D1 Geometric Road Design – Rural Heavy Industry Access Road	
	Previous agenda item - Meeting 15.7. The following resolution was made.	

Item	Item	Action By
	Question raised by IRC for the consideration of the inclusion of a "Rural Heavy	
	Industry Access Road" (Mine Access) or similar wording with appropriate associated elements within the Road hierarchy.	
	-	
	 GRC to provide the TMR drawing for Industrial Collector that was presented in the meeting. This will be distributed to the other council's. See attachment 	
	18	
	- Street Type to be added to table D2.08.1 "Resource Access Road"	
	- IRC to provide proposal for inclusion into CMDG.	
	- SD1807 provided for information	
	- GRC Standard Drawings attached for information Refer Att 19, 20, 21 & 22	
	 Need to discuss the status of this item and any proposed changes to D1 and D2. 	
	Suggested Resolution	
	Nil	
	Action By MCE	
22.02.15	Not discussed	
	D1 Geometric Road Design – Solar Lighting	
	Meeting 15.18. The previous resolution was:	
	Recommended actions are:	
	Amend D01.19 Lighting (Urban) to include GRC Policy items noted as	
	relevant to urban	
	 Amend D01.25 Lighting (Rural) to include GRC Policy items noted as relevant to rural 	
	Development of a Purchase Specification for Solar Lights.	
	Cardno to send out the policy split into "Rural" & "Urban" for review and wordsmithing	
	by all councils. Ideally this will be able to be added to D01.19 & D01.25. It is understood a point of difference may be required for incorporation into the document.	
	 Need to discuss the status of this item and any proposed changes to D1. 	
	Suggested Resolution	
	Nil	
	Action By MCE	
22.02.16	Not discussed	
	CMDG-R-050	
	Comments from Dev at LSC. We have received recent feedback from TMR	
	emphasising the need for "tooled joints" in the location highlighted. According	
	to TMR, the sharp transitions at these joints serve as wayfinding features for the visually impaired. Although these joints appear as lines on the CMDG	
	standard drawing R-50, there is no specific reference to their inclusion	
ı		



Item	Item	Action By
	Suggested Resolution For discussion Action By MCE	
22.02.18	Not discussed	
22.02.10	CMDG-D-033 Use of Precast Square roofwater pits	
	LSC propose use of proprietary precast square roofwater pits.	
	 Note 5 to CMDG-D-033 permits use of precast chambers but Note 6 says covers and frames must be circular 	
	2-2021 CMDG Request for amendment - Roofwater inspection chambers CMDG-D-0(D)	
	Comments from Water: Nil comments as drawing is related to stormwater drainage access chamber is	
	sewerage access chamber. Comments from Infra Design: Roofwater inspection chamber drawing	
	show a square pit detail (600x600 Field type) as this is the most commonly use site.	
	Comments from Infra Planning: No comment provided	
	Comments from Infra DET: No commercial provided	
	Comments from Facilities – Assets / No comment provided Comments from Construction /	
	Maintenance Hi Ellen, I support the proposal as it will be easi procure these products. If you have any queries regarding the a please contact me. Thanks. Darren Hines	
	Rocla pit left – Holcim pit right Suggested Resolution For discussion Action By MCE	

Item	Item	Action By
22.02.19	Not discussed	
	Ongoing work / future agenda items	
	 The following is a list of possible agenda items drawn from what is partially completed or actioned work over the last few years. The intention of this item is to discuss prioritisation of these items with a view to preparing the next agenda as well as updates on any work completed where individual Councils were progressing. 	
	 D2 Pavement Design – amend APRG Report 21 as outdated reference and LSC to review design procedure and references. (M15.6, 15.8 and 16.12) (Note M15.6 regarding 150vpd threshold for 2 coat seal has been actioned) D9 Cycleway and Pathway Design revision (M15.15) Draft underbore detail (item M15.16) PS5 PVC Pressure Pipe (Poly services to be PN16 not PN 12) (M16.9) C273 Landscaping – amend hydromulch spec (M16.11) PS26 Marker Posts – (M15.20) PS28 Gaskets – (M15.21) – (Resolved will action at next website load up) C242 Pavements – Amend references as advised by GRC (M15.22) – (Resolved will action at next website load up) D10 Landscape Design Parks standard drawings D6 Site regrading – consider retaining wall issue 	
	Suggested Resolution	
	Prioritisation of the above potential agenda items	
	Action By MCE	
22.02.20	Next meeting	
	Next meeting to be via Teams on 1 st April at 11am	