

# Agenda



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<b>Project title</b>	Geological Society Periglacial and Glacial Engineering Geology Working Party	
<b>Meeting name and number</b>	02/2012	
<b>Location</b>	Arup, 13 Fitzroy Street, W1T 4BQ	<b>Time and date</b> 10:30 for 11:00 22 <sup>nd</sup> May 2012
<b>Purpose of meeting</b>	Second meeting of Periglacial and Glacial Engineering Geology Working Party	<b>Page 1 of 3</b>
<b>Attendance</b>	Jim Griffiths (Editor) Chris Martin (Chair) Anna Morley (Secretary) Sven Lukas (Author Ch 2 Quaternary Setting) Dave Giles (Author Ch 3 Geomorphological Framework) Dave Evans (Author Ch 4 Glacial Conceptual Ground Model) Julian Murton (Author Ch 5 Periglacial Conceptual Ground Model) Martin Culshaw (Author Ch 6 Engineering Materials & Hazards) Mike de Freitas (Author Ch 7 Engineering Investigation & Assessment) Mike Winter (Author Ch 8 Design & Construction Considerations) Laurance Donnelly (TBC Ch 9 Risk Assessment & Mitigation)	
<b>Apologies</b>		
<b>Circulation</b>	Those attending EGGS committee	

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## Action

### 1. Chairman's introduction and review agenda

Meeting priorities:

- Ratify Terms of Reference;
- Chapter-by-Chapter Review - develop and agree ToC; Confirm co-authors; Agree page count, figures, etc.

### 2. Ratify minutes and review actions of last meeting

- Action 1.1 - JG to produce a guidance document for figure preparation, based on e.g. USGS, GSPH, QJEGH guidance. JG  
End Apr-12
- Action 1.2 - Comments are invited on the revised ToR, which will be All

**Prepared by** Chris Martin / Anna Morley

**Date of circulation** 10th May 2012

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Periglacial and Glacial Engineering Geology Working Party (PGEG WP)

**Date of Meeting**  
22nd May 2012

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	<b>Action</b>
ratified at the start of the next WP meeting.	End Apr-12
• Action 1.3 - All Lead Authors requested to produce a revised and augmented contents list for each chapter by Monday 23rd April.	Lead Authors 23 Apr-12
• Action 1.4 - DG to discuss about ground model vs. land systems approach with DE.	DG End Mar-12
• Action 1.5 - The new proposed ToC structure is attached for comment by all WP members.	All End Apr-12
• Action 1.6 - CJM to brief JM and DE on Chapter 4 and 5 discussions.	CJM End Mar-12
• Action 1.7 - CJM to discuss Chapter 8 suggestions with MW.	CJM End Mar-12
• Action 1.8 - ALM to find 'Earth Manual' reference and circulate to WP.	ALM End Mar-12
• Action 1.9 - CJM to discuss Chapter 9 approach with LD.	CJM End Mar-12
• Action 1.10 - ALM to develop and maintain a register of possible contributors / interested parties and possible case studies.	ALM End Apr-12
• Action 1.11 - MdF to develop ideas on collaboration with Institute of Archaeology.	MdF Ongoing
• Action 1.12 - SL and DE were requested to maintain links with QRA.	SL/DE Ongoing
• Action 1.13 - All expense claim forms and receipts to be sent to ALM for collation and forwarding to Ursula Lawrence of EGGS.	All/ALM End Mar-12
• Action 1.14 - JG/CJM to confirm acceptance of GSPH Letter of Support.	JG/CJM End Mar-12
• Action 1.15 - All WP members requested to review web-content and propose recommendations.	All End Apr-12
• Action 1.16 - All WP members to book travel arrangements and ALP to confirm venue.	All/ALM End Apr-12

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**3. Ratify Terms of Reference**

- The proposed ToR as discussed and revised at the previous meeting are attached.

**4. Chapter – by – Chapter Review**

- Table of Contents
- Co-authors
- Number of pages
- Number of figures

**5. Expense claims**

**6. AOB**

- Review / discuss content of web pages
- 2013 EGGS Quaternary Field Trip

**7. Date of Next Meeting(s):**

- 11am to 5pm Wednesday 3<sup>rd</sup> October
- 11am to 5pm Wednesday 12<sup>th</sup> December

**Attachments:**

- Minutes of meeting (27/02/12), including Revised Terms of Reference.
- Compilation of draft chapters.