

ASHBOURNE REBORN – HIGHWAYS AND PUBLIC REALM Meeting Minutes

Project Control Board Meeting

Tuesday 7th November 2023

Attendees

Cllr Simon Spencer
Cllr Charlotte Cupit
Kevin Parkes
Jim Seymour
Gary Thompson
Giles Dann
Laura Simpson
Kim Dorrington
Tim Challans
Sue Bridgett
Carole Dean
Ryan Hunt
Ranbir Mander
Jamie Missenden
David Hilton Barber (DHB)
Kay McIntyre

Company

Derbyshire County Council
Derbyshire County Council
Derbyshire County Council
Derbyshire County Council
Derbyshire County Council
Derbyshire Dales District Council
Derbyshire Dales District Council
Town Team
Town Team
Ashcom
Ashbourne Town Council
Aecom
Bentley Project Management
Galliford Try
DCC - BSIP
DCC - BSIP

Apologies:

Scott Harris
Jen Riley
Sue Hunter

Aecom
Bentley Project Management
Bentley Project Management

1. Welcome and apologies for absence

Welcome

- Jamie Missenden – Regional Manager Galliford Try
- David Hilton Barber – DCC - BSIP
- Kay McIntyre – DCC - BSIP

Apologies for absence

- Jen Riley Bentley
- Sue Hunter Bentley

2. Declaration of Interest

Under Data Protection Act all Declaration of Interest Forms need to be managed in a controlled way. DCC will have ultimate control of this information.

Once DCC have confirmed the nominated return email address, the Declaration of Interest forms will be issued to all board members for completion.

As an interim measure all members are advised to declare an interest at the beginning of the meeting or during the meeting, so it may be recorded within the minutes of the meeting.

Cllr Spencer and Cllr Cupit's Members Declaration of Interest are available on the

Derbyshire County Council website.

3. Minutes of last meeting

Action RM - To add Gary Thompson to the list of attendees list

RM

Action RM - AOB: Cost Item – (minutes to record) KD’s concerns regarding the limited visibility of the design costs and preliminary budget costs. PCB members would like a better understanding of costs expended to date and the forecast of the remaining budget. CD advised they are setting their budget for the next financial year so they would like a better understanding of the Cost Plan for their element of the scheme before setting their budgets for the new financial year.

RM

The following points were agreed at the meeting.

- A summary of the cost position to be circulated with the board papers.
- Cost update to be added as a standing item on the PCB agenda

4. BSIP Programme

DHB gave an update on the DCC BSIP Programme; £47m funding available over 3 years across 18 workstreams; 4 of which are improvements to the highway network especially network pinch points. BSIP work in Ashbourne will look to improve traffic management and traffic flow across the wider network and improve air quality.

The two pinch points projects in Ashbourne are the traffic-controlled system junction of Station Road and Church Street and 5-way Junction at Compton Street.

Traffic Control on Station Street & Church Street – BSIP will be delivering a junction improvement scheme which will include the installation of intelligent technology allowing for improved regionally controlled traffic systems (Scoot). This will help improve air quality as improved traffic flow will better manage dispersement of vehicle emissions. BSIP are tasked with improving the junction at Church Street and Station Road and have taken on the design and delivery responsibility. The cost of improving this junction will be paid by the BSIP Programme budget.

BSIP team recognise this project ties in with the Ashbourne Reborn project. Whilst they had originally planned to commence with junction improvement works on the 11th November 2023, they have agreed to put this on hold until Ashbourne Reborn Highways and Public Realm PCB confirm a start on site date.

BSIP contractors would like to start the work in January 2024 but if this does not align with the Ashbourne Reborn programme then BSIP will appoint Galliford Try to complete the work.

5-way Junction at Compton Street – the refurbishment project on the south side of Ashbourne is civils and electrical works. This work will be completed in January / February 2024. BSIP will use their preferred contractor to undertake the work. The works includes for the lights at Compton to be upgraded so that the DCC traffic team can remotely co-ordinate the lights and receive notifications of any faults. This upgrade is part of SCOOT (regional traffic control) this includes detection of regional traffic flow and changing the timings of local traffic light system to allow smooth circulation of traffic flow (similar to the former greenlight flow). BSIP budget will cover the cost of an above ground loop system, meaning the traffic light system will be easy to maintain.

PCB comments

TC confirmed the 5-ways junction will improve pedestrian safety. The upgrade is critical to improving traffic flow especially in the town centre. Changing the sequencing to the lights will improve traffic flows along Park Road and leading toward Sturston)

PCB welcome the support with the junction improvement works at Station Street and Church Street. BSIP's contribution will make a notable contribution to and budgetary challenges to the project.

DCC (GaryT) to work with BSIP to ensure the junction improvement include:

GT

- Any changes to kerb lines
- Clarify the location of the community bus pickup/drop-off (outside the Methodist church) fits in with the junction improvement scheme
- Work with network planning to co-ordinate any diversion routes between both projects
- BSIP to secure the permit to work for the junction improvement works.

KD – Project Comms Team to lead at communications for the junction improvement works and to review the delivery timings of this project and how it coincides with the Shrovetide Event

RH – concur with KD, the comms team should promote the success of collaboration between two programmes. RH suggested BSIP also look at Dig Street and how signalling and lighting improvements will enhance the wider flow of traffic. BSIP confirmed they are awaiting formal response from the client before they can go ahead. If it can be delivered before March 2025 then BSIP can support further enhancements and provide monetary support towards delivering this.

GD – asked what the estimated cost and duration of the two Ashbourne projects were. DHB confirmed BSIP have allowed £1m for both projects with an 8 week permit for the Station Street & Church Street junction improvements and 14 weeks for the upgrade at 5-ways.

Approvals – BSIP advised that network planning team have given permission for these 2 projects to start on site. BSIP need approval from Ashbourne Reborn project to start the works.

Decision – the PCB gave 'In principle support' for the BSIP projects but will need to review the programme for delivery against the Ashbourne Reborn programme.

Action GT – Organise a team's call between the project team and BSIP team to ensure their project deliverables align with the Ashbourne Reborn project programme.

GT

Action RH – All Comms teams (Aecom Comms Team (on behalf of Ashbourne Reborn)/ Galliford Try Comms Team and BSIP comms officer) to co-ordinate new piece to promote the success of collaborative working.

RH

5. Matters Arising from last meeting

5a. Introduction of Galliford Try

Jamie Missenden (Regional Manager Galliford Try) Introduced Galliford Try services to PCB and provided an updated on the long-standing relationship between the company and Derbyshire County Council. Galliford Try are delivering a number of projects for DCC across Derbyshire including Matlock and Buxton. They have a strong local supply chain and recognise the importance of appointing resource and services locally.

Dominic Roberts Senior Planner for Galliford Try is from the Local Derbyshire area. Rob Walsh, Project Manager, is based in Sutton Coldfield.

Cllr Spencer – expressed the need to have a local presence and how it is important for this project that local customers and local residents are kept informed at all times.

JM – confirmed that Galliford Try will occupy a vacant shop as their site office so that it is also a ‘drop in shop’ for local resident and customers who wish to contact the project manager/site manager.

JM advised of Galliford Try’s Progress to date:

- Contracts are in progress. Galliford Try are working at risk.
- Galliford Try have received all prelim designs (from Aecom) and Stage 4 designs (from Guy Taylor) and have started their review
- They have commenced work to develop construction cost plan and programme

Going forward JM will attend PCB meetings and will provide a regular update on ECI costs / programme and methodology

TT- are happy to share local knowledge and data collated to date to support any liaison with local customers/businesses/residents. JM confirmed Rob Walsh will be in touch with KD and TC when ready.

5b. Grant Funding Agreement

JS - This is still under negotiation. DCC / DDDC ask that the board recognised the financial risk. The Chief Executives for both Authorities are meeting week commencing 13th November to review the GFA with the aim to getting these agreed and signed. A collaborative approach was needed to manage financial risk.

The work on the project has not stopped. Both Authorities are working under ‘the letter of intent’. DDDC have managed to defray some monies under the letter of intent.

5c. Draft Terms of Reference

RM – Draft ToR was issued to programme board. We need PCB to accept these.

Action RM – to circulate ToR to PCB for review and acceptance

RM

SB – there is a statement within the Draft ToR that states PCB members have an obligation to monitor against programme and project budget. However, AshCom feel they have not seen sufficient information to fulfil this obligation.

5d. Hostile Vehicle Mitigation

RH - Following submission of Listed Building Consent (LBC), Derbyshire Police and Counter Terrorism Advisor provided advice on safety, including anticipated legislation (Martyn’s Law). Owners of premises and event organisers are to put protection measures in place for venues holding more than 100 people, with the most significant interventions for events that will have more than 800 attendees.

The market place could see more than 800 people gathered in one location and the police have advised to apply a high level of security. However, it was accepted that temporary additional measures could be used for the largest events and an acceptable approach was required for more regular smaller events.

Cllr Spencer - PCB to note that the recommendations made by the Derbyshire Police, Counter Terror Advisor, are still recommendations and at this moment in time is not a legal obligation.

It is recommended that PCB give due consideration to the measures recommended by the police, but note they are not enforceable at this time. Whilst PCB do not want to put any lives at risk, the project budget will not cover the cost of the special measures recommended by the police. The objective of the Ashbourne Reborn project is to open up

the market square, not put in place a barrier using bollards. It is also worth stating that for any events that do take place on the market square, there will be an obligation on the event organisers or the Local Authority (Town/District/County) to ensure adequate safety measures are in place.

RH – advised the Listed Building Consent (LBC) is due to go before committee on 14th November 2023.

LS – confirmed, whilst the comments from the police were issued as a consultation response, DDDC planning officers do not view this as a planning objection.

RH – The legislation refers to a *venue or a permanent event space*, the market place is a location not a venue or a permanent event space. If we choose to adhere to the recommendations made by the police then there will be notable changes to designs resulting in an amendment/ re-submission of the LBC. Enhancing the bollards will have an impact on the project budget.

We will need to provide a formal response which justifies our decision on the counter terrorism and safety advice.

GD – as landowner the District Council advocated a risk assessment to inform a proportionate response. Noted

Recommendations – The LBC to go before committee as programmed. Project Team to undertake a risk assessment and consider the requirements prior to legislative changes. The project team formally respond to the comments from the police.

Actions

RM – send the risk proforma to Project Team including Galliford Try

RM

RH – to arrange a meeting with Galliford Try / Project Team to undertake a risk assessment with mitigation measures

RH

KD - to contact Shrovetide and get an understanding of their approach to counter terrorism and their risk assessment of the event.

KD

PCB – to review the risk proforma at the next PCB meeting

RM - Add Hostile Vehicle Mitigation to the agenda

RM

5e. Future Management of Public Spaces

LS - Cllr Bates raised the following queries at Programme Board:

- Who will be responsible for the management of the improved public realm areas?
- Will there be a Future Town Centre Management Team/Manager who will put together events and report progress to the Council?
- How will this Team/ Role be managed?

Linked to this, there is a proposal to be considered for a canopy to be installed over the events space, how are we going to operationally manage this? Who will install and dismantle the canopy at either end of events, and where will the canopy be stored?

Cllr Spencer – it is presumed that similar to other town centre assets like the bins and benches, the public realm items will be managed by the District Council. Cllr Spencer agrees with Cllr Bates, we need to be in a position that we know who is managing the new public realm assets.

5f. Events programme during construction period

LS – Cllr Bates also asked about the events schedule for next year and how this would be managed through the construction period. The Town Council currently hold the list of planned events.

Recommendation: Project Team to set up a working group to

- Liaise with the contractor to consider implications for events that have been planned for the next 18months
- review and make a recommendation to PCB of the future provision for operational management

Actions

LS – to set up a working group to review events and future management of public space assets **LS**

TT – to develop an asset management assessment of the works area. **KD/TC**

CD - Ashbourne Town Council to share a list of events with Galliford Try so they can be reviewed alongside their proposed construction programme. **CD**

6. Millennium Square Update

CD – The former hut has been demolished and heras fencing has been erected around the site for safety reasons. The fencing will stay in situ for 18 months. The Town Council would like to see some project specific promotional material advertised on the Heras fencing.

PCB highlighted a concern in having the Heras Fencing in situ for 18 month. It could be potential eyesore and may lead to anti-social behaviour.

DLUHC have limitation on vinyl banners and permitted logos, so DDDC will work with ATC to install suitable project information. **LS**

Action Galliford Try – to review the temporary works and make recommendation for suitable hoarding that can replace the Heras Fencing and be used to mount display boards to promote the project. **JM**

Gary T – DCC noted that some paving slabs have broken as a result of the demolition work. This could be trip hazard and a liable insurance claim. County Council request ATC look at replacing the broken slabs with the made slabs (swop them round) to remove the risk.

7. Design Development

7a Road space bookings - Aecom commenced discussions with NGED but are unable to proceed with this due to a transition between framework appointments. Aecom were commissioned under PSP3, which cannot be extended due to Public Procurement Regulations. DCC are reviewing how they can appoint Aecom to commence Detailed Design and completed work on approved CE's.

KD – raised a concern that if Aecom are not currently working on the project due to procurement rules then this could lead to a delay in the project. Town Team requested an update on this risk, giving reassurance that this is being resolved.

Action Cllr Cupit - to speak to DCC finance team to see how we can ensure Aecom's **Cllr C**

appointment.

Action KP – to provide PCB an interim update.

KP

7b. C3 Searches

Current results show that there is some cabling that is shallow depth in areas where works are programmed. It is unlikely that the utility provider will alter it, so the costs may have to be covered by the project budget / grant.

The cabling issue is separate from the detailed design work for this project and can be undertaken under a small package of works.

7c. Potential compound locations

Gary Thompson (DCC) and Ryan H (Aecom) have completed an extensive review of potential compound sites. The list has been shared with Galliford Try for their assessment.

Galliford Try advised they would prefer to have a site office on the High street and a compound location that is close to the works area, to avoid any delays to getting material to site.

Action JM – Galliford Try to review the recommended compound sites and provide an update at next PCB

JM

8. Risk Update

No change to the risk register since the last PCB.

Two new risks discussed during this meeting and to be added to the risk register:

1. Risk of delay to project in appointing Aecom to commence Detailed Design
2. Hostile Vehicle Mitigation

Action RM – to issue Risk Proforma to project team for completion.

RM

These two risks to be reviewed at next PCB meeting

8a. Project/ Programme Update

A programme workshop took place on 12th October followed by a funding profiling workshop. This is the first programme update since acceptance of the LUF2 funding in early 2023.

The programme has been updated to reflect realistic timescales for project delivery and programme milestones were used to inform the last update report to DHLUC.

The most notable change to the programme is a reduction time assigned for the procurement for the ECI.

Key dates for construction remain unchanged, however, the programme reflects a the discussions with DLUHC around programme float and therefore states a completion date of October 2025. This is for funding purposes only.

- Start on site – April 2024
- Completion site – July 2025

Our next key milestones include;

- To commence Detailed Design (stage4) which is currently programmed from November 2023 to Mid-March 2024. PCB agreed the delay in starting this work should be reviewed as a risk and added to the risk register.
- To update the overarching project programme with Galliford Try's construction

milestones.

8b. Stage 3 Cost Plan position

Matt Lancaster (Bentley) has undergone a knee operation so was unable to attend PCB today. A high-level update on cost included;

A cost review workshop took place on 12th October 2023 to inform the funding profile return to DHLUC

The stage 3 cost plan has been updated but is not a full picture of the project cost because there are still many provisional sums which need to be finalised as the some of the design details are not complete so can't be priced accurately, agreed by the client and approved.

We need detailed designs on those provisional sum items plus ECI input on phasing and buildability, before a fully informed cost plan is provided.

Alongside the cost plan Bentley is keeping track of any opportunities/ items where potential savings could be made i.e. the BSIP works on Church Street.

Any savings made on provisional sum items and/or contingency will go back into the project budget.

Key messages the board to note are:

Bentley will continue to monitor the project costs against any changes to inflation and BCIS TPI (Building Cost Information Service - Tender Price Index). Our current cost position is that the project remains in budget, the contingency will offset any overspend.

The next notable update of the cost plan will be at the end of Stage 4 Design and ECI involvement (mid-march 2024), we will invite Matt Lancaster to the April 2024 PCB meeting to go through the cost plan.

KD – TT are concerned as PCB members, that they have not seen any cost information.

SB & CD – would like to know what the construction cost for Shrovetide Walk and Shawcroft will be.

Action RM – to include a cost slide to the Highlight Report.

RM

Action KP – to advise Bentley of what cost information is to be included within the Highlight Report.

KP

8c. Contractor ECI phase

- Galliford Try have joined the team for ECI.
- Bentley expect to receive the contractor's programme by mid-November 2023
- Bentley will review the construction programme and see how it fits with the overarching project programme; we will provide an update at the next board meeting.

9. Communication Update

Due to technical difficulties PCB were unable to dial Aecom Comms Team (Caroline) to the meeting.

Cllr Spencer – advised it is preferred that PCB members attend the meeting in person and requested a comms representative to attend the meeting in person at the next PCB meeting

LS – confirmed the job advert for the role of Dedicated Communication Officer on this project has gone live.

10. DLUHC – Grant Claim Return

LS - The Grant claim was submitted to DLUHC on time. They have acknowledged the claim, but DDDC are waiting for any comments or any requests for information. A project change request may be required to formalise changes to the spend / funding profile into 2025/26.

11. AOB

- PCB gave approval for the stakeholder consultation report to be posted on the website
- LBC planning committee is 14th November. PCB agreed for Ryan and or another suitably qualified Aecom representative to attend the Committee Meeting, to present the application.
- Co-ordination of Designs – under CDM regulations the designs will need to be reviewed for buildability. PCB agreed for Galliford Try and Aecom to sense check the designs and provide an update at the next PCB.
- Bentley to invite a representative from the Methodist Church to attend future PCB meeting. **RM**
- BSIP improvements to the Station Street and Church Road junction means the stop line will move back into station road. This will impact designs for this project and will need to be shared with AMC. **GT/RH**

Action Aecom and Gary T (DCC) - to review the preliminary designs and present proposal for change at the next PCB meeting.