

Minutes

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| Project | SEMMMS A6 to Airport Relief Road | | | | | | | | | | | | | | |
| Job No | | Date of Meeting | 02/10/09 | Meeting No | | | | | | | | | | | |
| | | | | | Page 1 of 5 | | | | | | | | | | |
| Location of Meeting | Hygarth House – Stockport MBC | | | | | | | | | | | | | | |
| Time of Meeting | 3.00 pm | | | | | | | | | | | | | | |
| Subject of Meeting | Progress Meeting | | | | | | | | | | | | | | |
| Persons present including representation | | | | | | | | | | | | | | | |
| <table> <tr> <td>Jim McMahon (JMCM)</td> <td>SMBC – Service Director</td> </tr> <tr> <td>Sue Stevenson (SS)</td> <td>SMBC – Head of Transportation</td> </tr> <tr> <td>Martin Rigby (MR)</td> <td>SMBC – Head of Engineering</td> </tr> <tr> <td>Tim Baker (TJB)</td> <td>Scott Wilson – Project Manager</td> </tr> <tr> <td>Graham Martin (GM)</td> <td>Scott Wilson</td> </tr> </table> | | | | | | Jim McMahon (JMCM) | SMBC – Service Director | Sue Stevenson (SS) | SMBC – Head of Transportation | Martin Rigby (MR) | SMBC – Head of Engineering | Tim Baker (TJB) | Scott Wilson – Project Manager | Graham Martin (GM) | Scott Wilson |
| Jim McMahon (JMCM) | SMBC – Service Director | | | | | | | | | | | | | | |
| Sue Stevenson (SS) | SMBC – Head of Transportation | | | | | | | | | | | | | | |
| Martin Rigby (MR) | SMBC – Head of Engineering | | | | | | | | | | | | | | |
| Tim Baker (TJB) | Scott Wilson – Project Manager | | | | | | | | | | | | | | |
| Graham Martin (GM) | Scott Wilson | | | | | | | | | | | | | | |
| Distribution of notes to | | | | | | | | | | | | | | | |
| <table> <tr> <td>As above</td> <td></td> </tr> <tr> <td>Joseph Roberts (JR)</td> <td>Scott Wilson</td> </tr> <tr> <td>David Taylor (DT)</td> <td>SMBC</td> </tr> </table> | | | | | | As above | | Joseph Roberts (JR) | Scott Wilson | David Taylor (DT) | SMBC | | | | |
| As above | | | | | | | | | | | | | | | |
| Joseph Roberts (JR) | Scott Wilson | | | | | | | | | | | | | | |
| David Taylor (DT) | SMBC | | | | | | | | | | | | | | |

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| NOTES | DATE | ACTION |
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| <p>JMcM stated that his role as Project Director on the Governance Board and that SEMMMS would be taking priority.</p> <p>GM stated that Progress Meetings have been diarised up to February 2010. Project Board meetings to be diarised post meeting No.1 scheduled for 16th October 2009.</p> <p>1. Traffic Modelling</p> <p>1.1 TJB confirmed that the traffic modelling was a significant issue in terms of progress and associated programming. SW to liaise with Motts and GMTU with SS (SMBC) in terms of clarifying matters and identifying risk items.</p> <p>1.2 Business Case to be submitted in February 2010 Two modelling routes currently being followed, SEMMMS 6 – to be used for business case. Business Case to prove whether PFI is a viable option. SEMMMS 7 – to be developed with latest traffic data and model etc. for planning application.</p> <p>1.3 TJB stated concern of non-fix of 3 no. junctions within MCC remit, being Styal Road; Shadowmoss Road and Terminal1/Airport junctions. Particularly as the fixing of the schemes are not being prioritised in line with current programme.</p> <p>1.4 JMcM to contact Chris Barber MCC to chase-up progress and confirm that design fix required for 16th October 2009.</p> <p>1.5 MR confirmed that SMBC on Design Freeze 1 (although Drawings state Freeze 5).</p> <p>1.6 TJB stated that key/fundamental decisions to be made re above for modelling to progress. Discussion with Motts indicated that Motts would be submitting Local Model Validation Report (LMVR) to DfT on 9th October 2009.</p> <p>Post Meeting Note: refer to GM email to Motts HF dated 06/09/9</p> <p>1.7 JMcM to contact Charlie Sutherland (DfT) re response from DfT ASAP post submission of LMVR to DfT.</p> <p>2. Highways</p> <p>2.1 SW received CDs of information from SMBC to initiate design review.</p> | <p>ASAP</p> <p>05/09/9</p> <p>23/10/9</p> | <p>SMBC/ SW</p> <p>SW/SS</p> <p>JMcM</p> <p>JMcM</p> <p>SW</p> |

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| 2.2 | Noted that SMBC have a Scheme Description on file – D Taylor SMBC to locate documents and revise description accordingly. | | SMBC |
| 3. | Environmental | | |
| 3.1 | Scott Wilson to undertake a full and detailed review – SW picked up report information from Mouchel 01/10/09. Meeting arranged with Mouchel for 08/10/09 at SMBC offices. | 08/10/9 | SW/ SMBC |
| 3.2 | Establish the extent of winter (bird) surveys to be initiated ASAP with Mouchel and SMBC. Spring surveys to be identified ASAP for purposes of inputting to programme and costs. Mouchel to fix on delivery dates. | | SW/ Mouch |
| 4.0 | Land & Orders | | |
| 4.1 | Land and Orders. Still an area that requires development. Meeting arranged 08.10.09 @ SMBC offices to confirm status of associated activities and establish way forward. | | SW/ SMBC |
| 4.2 | Risk associated with additional land being required in terms of MCC design modifications that are currently being progressed by MCC – refer to Item 1.3. | 21/09/9 | TJB |
| 4.3 | JMcM to speak to Carol Summers @ NPC to confirm the scope of services that NPS can deliver to SMBC with regard to Land and Orders and actions with Land Registry; ownership etc. This is with view to SMBC/SW appointing appropriate parties to take Land & Orders actions forward. | | JMcM |
| 5.0 | Planning | | |
| 5.1 | Agreement of standard of planning application will need to be agreed with all 3 authorities – meeting with SMBC Planning 07.10.09. SW need to establish legal requirements for planning submission. | | SW/ SMBC |
| 5.2 | SW to make further enquiries and recommendations with regard to potential IPC process. Seek to establish what threshold is for scheme to be considered by IPC. GM commented that early liaison / consultation with IPC would be recommended. | | SW |
| 5.3 | Counsel to be appointed at early stage to review all issues of Planning Application and its defense. Traffic modelling and economic appraisal will be key to this process | | |

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| 6.0 | Scheme Costs | | |
| 6.1 | Commented that limited information presently to justify 290 million scheme cost and that this costing exercise required to be revisited when there is Scheme FIX; land costs are better established and risk items identified/costed post Risk Workshop (16.10.09). | | |
| 6.2 | SMBC will investigate appointment of Cost Consultant for this exercise - Corduroy previously did costing exercise. | | |
| 6.3 | Separate advice will be required to cost the land values – refer item 4.3. | | |
| 7.0 | Risk Workshop | | |
| 4.1 | SW to review/comment on risk register as provided by Motts. MR passed copy of separate risk register for comparative purposes (also developed by Motts). Revaluation of risk values – this will be further developed for and post Risk Workshop 16.10.09. | | SW |
| 4.2 | SW circulating invites for Risk Workshop 16.10.09 and will facilitate. | 16/10/9 | SW |
| 4.3 | Noted that any risks associated with PFI would be logged separately. | | |
| 8.0 | Communications | | |
| 4.1 | SW to continue to update Project Directory and circulate – live documents on ProjectSpace. | | SW |
| 4.2 | SW are in process of setting up ProjectSpace, with filing system as will be set-up on S drive (SMBC) for SEMMMS activities from Oct 09 onwards. SW will provide log-ons/passwords to external personnel for access to ProjectSpace – SW to agree list of personnel provided access to ProjectSpace. | | SW |
| 4.3 | Further to meeting with Counter Context, SS confirmed that Counter Context will address the action re Consultation and SMBC re Media relations/communications. SS will coordinate the communications aspects of the project. | | |
| 4.4 | SMBC have historical document on file re Communications Policy – to be updated and circulated. | | SMBC |

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