

M4 Junction 18a Link Study

Highlight Report			
Project Name:	M4 J18a Link Study	Project Sponsor:	Emma Blackham
Project Number:	n/a	Project Manager:	Alistair Rice

Reporting Period:	Nov'16 – Feb'17	Lifecycle Phase:	Feasibility
Project Start Date:	November 2016	Project End Date:	March 2018
Business Case Approval Date:	n/a	Business Case Web / Hyperlink:	n/a
Business Case Re-fresh Date:	n/a	Project Type Classification:	SGC Partner Project

Section 1: Budget Status (£000's)				
In £/000's Outturn Prices	*Approved budget	Total actual cumulative spend to date	Forecast (to completion)	Variance (against Approved Budget)
Revenue	500	53	500	0
Capital	0	0	0	0
Total	500	53	500	0
*Signed off by ECS Committee?				Yes
Committee sign-off date				9 th November 2016
Committee Minute number(s)				
Link to Committee report(s)				Link
Budget – operating within set parameters: If no, what actions are to be prepared:				Yes

Section 2: Budget Summary (£000's by Year)									
	Pre- 14/15	14/15	15/16	16/17	17/18	18/19	19/20	20/21 & Future	Total
Revenue	0	0	0	162	338	0	0	0	500
Capital	0	0	0	0	0	0	0	0	0
Total	0	0	0	162	338	0	0	0	500

Section 3: Schedule Status:					
Original End Date	Mar'18	Latest Forecast End Date	Mar'18	Variance + / - (days)	0
Comments: currently on schedule.					

Section 4: Risk Update:
Risk Summary: Highlight the key risks below (stating no more than 10)

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Date identified	Risk description	Mitigation	Risk status (Red / Amber / Green)
Nov'16	Scope/detail of the technical work not supported by local decision makers/stakeholders	Early and ongoing engagement with stakeholders.	Amber Green
Nov'16	Delay in HE sign-off of technical outputs.	Provide a programme identifying when HE comments required.	Amber Green

Section 5: Issues Update:

Issues Summary: Highlight the issues that have actually occurred below

Date identified	Issue description	Mitigation	Issue status (Red / Amber / Green)
Jan'17	Info required from HE for SGC to set up HE as a supplier.	HE to provide info.	Amber
Jan'17	MP briefing postponed.	Send presentation to MPs & seek alternative date if requested.	Amber

Section 6: Key Milestones

List of milestones and activities for this period (9th November – 3rd February):

Milestone(s)	Achieved? (Y/N)	Due date	Revised date	Reason for date revision
Phase 1 Tasks.	No	31 st Jan	14 th Feb	To allow time to follow up feedback at consultation
Phase 1 Stakeholder, Member & town/parish council engagement events.	Yes	26 th Jan to 2 nd Feb.	n/a	n/a
Phase 1 MP meeting.	No	27 th Jan	Tbc	MPs cancelled
Phase 1 PCF templates.	No	23 rd Jan	7 th Feb	As per comment on Phase 1 Tasks

Key milestones and activities for the next period (4th February – 31st March):

Milestone(s)	Due date	Revised date	Reason for date revision
Phase 1 Report	Jan'17	Feb'17	See above.
Arrange second round of engagement events.	Mar'17	n/a	n/a
Submit interim progress report to DfT	Mar'17	n/a	n/a

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Section 7: General Commentary		
Workstream	Phase 1 Tasks	Progress
Project management	<ul style="list-style-type: none"> • Highlight Reports • Client Scheme Requirements. • Risk Management Plan. • Risk Register. • Product Checklist. • Project Schedule. 	<ul style="list-style-type: none"> • Highlight Report 1 completed. • Project Management Plan prepared and circulated, including risk management plan and list of PCF products. • Risk Register to be prepared. • Project schedule prepared and updated for latest consultation dates.
Business case	<ul style="list-style-type: none"> • Understand implication of Joint Spatial Plan (JSP) and Joint Transport Study (JTS) • Consider emerging local/central government policy • Use of existing data/models to evidence problems/opportunities • Formulate objectives 	<ul style="list-style-type: none"> • Well-progressed, to be reported in the Phase 1 report.
Stakeholder Engagement	<ul style="list-style-type: none"> • Review of JTS and other recent relevant consultation/engagement • Stakeholder engagement strategy • Set up a stakeholder steering group • Stakeholder meetings 1 - develop scheme objectives 	<ul style="list-style-type: none"> • Three engagement events were undertaken: <ul style="list-style-type: none"> ○ Technical stakeholders (highway authority officers, business reps and statutory environmental bodies); ○ South Glos Members (27 attendees); ○ Town & Parish Councils (14 Attendees). • Some helpful feedback regarding the scheme and its objectives were received. • Unfortunately, the MPs had to postpone the scheduled meeting..
Design	<ul style="list-style-type: none"> • Collate engineering baseline information, including C2 inquiries • Review previous scheme plans and plans for other proposals in the area • Specify additional data collection requirements • Define constraints • Develop scheme concepts to inform other Phase 1 activities 	<ul style="list-style-type: none"> • C2 information has been requested – waiting for responses. • Reviewed plans forwarded on by SGC – all previous alignment options pass through the Lyde Green development. • Requested Collision Data from SGC, BANES and HE – all received and data being processed. • Constraints map updated with environmental constraints. • Scheme option concepts under way.
Transport modelling	<ul style="list-style-type: none"> • Review model GBATS validation in and around the study (including regional models) • Review modelling of JSP/JTS • Model specification 	<ul style="list-style-type: none"> • GBATS validation in the area is sufficient for a SOBC. • SWRTM data outstanding. • Recent ATC data on the Ring Road compromised by capital maintenance schemes.

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	<ul style="list-style-type: none"> Specify additional data collection requirements 	<ul style="list-style-type: none"> Use of JTS GBATS modelling to develop DM models has commenced Model Specification - in progress Work to date indicates no additional surveys are required.
Economic assessment	<ul style="list-style-type: none"> Baseline data collation Speciation of approach 	<ul style="list-style-type: none"> Baseline assessment of economic conditions in the area has commenced
Environmental assessment	<ul style="list-style-type: none"> Desktop assessment to establish environmental baseline and constraints Specify data collection requirements (if required) 	<ul style="list-style-type: none"> Constraints identified

Control & Approval			
Author	Alistair Rice	Approver / Title:	Emma Blackham Sponsor
Submission Date:	Feb'17	Approval Date:	Feb'17

Project Sponsor comments
The stakeholder, Member and Town/Parish council engagement events were all productive and the data shared well received. Good progress noting the delayed milestone of the Phase 1 tasks by 2 weeks to ensure engagement issues can be fed in and accommodated.

Programme Sponsor comments
n/a

Project Sponsor RAG Assessment	Cost	Green
	Quality	Green
	Time	Green
Programme Sponsor overall RAG assessment		n/a

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