# LOCAL AUTHORITY MAJOR SCHEMES APPLICATION FOR FULL APPROVAL

Scheme Name	A127 Essential Bridge and Highway Maintenance - Southend
Local Authority	Southend-on-Sea Borough Council

#### STRATEGIC CASE

#### Introduction

This proportionate business case has been developed using DfT's business case template for Local Authority Major schemes Application for Full Approval. This business case is considerate of the scheme costs and complexities and is for seeking £0.4m funding for years 15/16 initially and will be further developed for drawing down 2016/17 – 2020/21 years funding. The 2015/16 years funding will focus on further investigations and the Boundary to Progress Road scheme in which in this particular case it is clear that the frequency of localised cracking indicates that widespread structural failure has taken place although the detailed design of the scheme will be informed by GPR and FWD surveys. It is recommended that this funding is drawn down prior to completion of a full Value for Money appraisal for the remainder of the programme.

#### 1.1 What is the Strategic Case for the scheme?

#### Introduction

The Council has a long standing strategic priority to address capacity issues, accessibility and journey time reliability along the A127 corridor. As identified in LTP3, the A127 is one of two routes into the Town Centre with the A127 being the strategic freight corridor into the town and principal access to London Southend Airport (LSA) and Rochford. The figure below provides a diagrammatic representation of the importance of the A127, not just to the movement of people and goods, but to wider planning, the environment, transport planning, business and the economy, partnership working, and intelligent transport systems. It is vital to the economy and well-being of Southend.

Successful improvements to the A127 route, in terms of journey time savings and reliability, have been carried out incrementally as funding has been applied for and granted. The "Better Southend" schemes at A127 Progress Road, A127 Cuckoo Corner and A127 / A13 Victoria Gateway and recently completed Pinch Point A127 / B1013 Tesco Junction Improvement were accepted for grant funding on the basis that they were required to support delivery of employment and housing, particularly at the Nestuda Way Business Park,

the London Southend Airport area, airport business parks, Town Centre and Shoeburyness. The Progress Road and Cuckoo Corner schemes delivered journey time savings of up to 15 minutes in the peak and significantly reduced queuing, and were a catalyst to Stobart's £120m investment in LSA.

Further improvements to the A127 are needed at Kent Elms and The Bell Junctions, as well as **significant maintenance works** to keep the route functioning as an integral part of the access improvements supporting the delivery of Business Park employment in areas adjacent to LSA, and new Rochford housing.



#### Policy context and compliance

South East LEP Strategic Economic Plan identifies the A127 as a key corridor for growth. As the vital strategic link between London, the M25, Basildon, Southend and Rochford that carries commuters, leisure traffic, and freight it is critical to the functioning of the economy of south Essex.

London Southend Airport and the new adjacent business park developments is a key employment area with a major focus on growth in the Thames Gateway South Essex area and is heavily reliant on the efficient functioning of the A127.

Plans for LSA involve releasing further land for business development (Saxon Business Park/Airport Business Parks), providing improved access to employment, supporting development in and around the airport, and within Southend itself. LSA and planned business parks, will prove attractive to a wide range of global companies and offers capacity for at least 4,200 additional jobs up to 2021 and a further 3,180 post 2021.

Southend and Rochford Councils have prepared an adopted London Southend Airport and Environs Joint Area Action Plan (JAAP) to unlock these opportunities. As a further boost to occupier interest, the airport business parks is one of the intended locations for a MedTech Campus. This is being proposed by Anglia Ruskin University in partnership with local government including SBC, central government, the NHS, private healthcare providers and the healthcare industry. The Southend Central Area (including Victoria Avenue) will be regenerated as a new quarter for offices and mixed use, including the City Deal secured Growth Hub. Comprehensive redevelopment plans for Basildon Town Centre are well advanced, including the relocation of South Essex College's Basildon Campus to the Town Centre.

Realising much of the growth depends upon resolving the key transport barrier to sustainable growth; addressing the significant reliability and resilience issues along the A127. At peak periods, the A127 carries traffic volumes which exceed those on many urban motorways elsewhere in the UK, resulting in a higher level of wear and tear than would normally be expected on a road of this type. Data shows the busiest sections of the route carried in excess of 70,000 vehicles (Average Annual Daily Flow) in 2011, which is in excess of the design capacity of a dual carriageway. With DfT's National Transport Model forecasting traffic can be expected to grow by over 40% by 2040, the adverse impact on Southend's economy could be significant if improvements are not made in the short, medium and long term. These high flows, and the forecast growth in traffic, are and will have an increasingly adverse impact on a route that is currently in need of maintenance if it is to continue in its role as the main road based transport artery for Southend.

Investment in this corridor is wholly compliant with the aspirations of the Economic Plan for Essex and the Economic Plan for Southend that will update and incorporate the Greater Essex Integrated County Strategy and the ECC Economic Growth Strategy. The package of improvement proposed supports the delivery of both the Southend and Essex Local Transport Plan, and has the support of partner authorities.

Furthermore, improving the A127 would support delivery of the growth aspirations of the South East Strategic Economic Plan, and contribute to the national economy as it emerges from the longest recession in living memory.

The improvement will support no only delivery of employment in the JAAP area, but more widely in Southend with over **16,000 new jobs** as shown by the following table:

Sector	Number of jobs
Production including manufacturing	788
Distribution, transport, accommodation and food	11,429
Financial and insurance activities	183
Public administration, education, health	183
Other services and household activities	4,108
Total	16,690

The GVA impact to Southend's economy is estimated to be **£4.51bn** over a 60 year period. Further details of the role of the A127 in delivering economic growth in Southend and Greater Essex can be found in A127 - Corridor for Growth which accompanies this submission.

#### The Scheme

The A127 is an aging corridor (originally opened in 1924), but one that is a vitally important primary route for the Thames Gateway South Essex (TGSE) area which connects the M25, Basildon and Southend (including London Southend Airport).

Both Essex County Council and Southend Borough Council have the stated ambition to make the County of Essex the location of choice for business and where innovation brings prosperity.

- To maintain and grow, the Essex economy depends on the efficient movement of people, goods and information, via effective and reliable transport and communications networks to provide access to markets and suppliers. It is therefore essential that we develop and maintain the infrastructure that enables our residents to travel and our businesses to grow; and
- Our support to employment and entrepreneurship across our economy is focused on ensuring a ready supply of development land, new housing and the coordinated provision of appropriate infrastructure.

The investment in this corridor is essential for the delivery of this ambition.

Further investigation / surveys are needed to priorities the level of maintenance work required on the A127 route. This application for initial funding will allow us to undertake surveys which will then lead to option generation later in the process.

#### Scheme objectives

The objectives for this scheme and their alignment with local and LEP objectives is confirmed by the table below:

National / Regional Objectives	Local Objectives	Scheme Objectives $\sqrt[4]{\sqrt{4}} = high, \sqrt[4]{4} = medium,$ $\sqrt[4]{4} = low$
Releasing new investment	A thriving and sustainable local	$\sqrt{\sqrt{2}}$
Investing in our growth corridors	economy in the bolough	area actions plans throughout the Borough, particularly the JAAP

and growth sites		and development around the
Boosting our productivity		airport. It will ensure the A127 freight corridor, essential to the functioning of the economy, will remain open and not be subject to catastrophic failure leading to full closure for long periods of time or long periods for reactive repair maintenance.
	Minimise environmental impact, promote sustainability for a greener Borough	Freer flowing traffic along the A127 will deliver positive environmental benefits. A well maintained A127 using suitable sustainable materials will ensure the environmental impact of maintenance is minimised. Improved lighting infrastructure will reduce energy consumption and light pollution. Improved drainage will reduce the risk of contamination to watercourses and water table.
	A safer Borough	A well maintained A127, using up- to-date methods and materials, will reduce the potential for road traffic accidents for all users. Improved reliable lighting will improve the perceived level of safety.
Improving our skills	Reduce inequalities in health and wellbeing, and a more accessible Borough	A well maintained A127 will ensures that the A127 route provides safe and efficient accessibility options for all road users. Also provides more reliable journey times providing assurance to major employers in the borough including Southned Airport and JAAP business parks.
Building more homes	A thriving and sustainable local economy in the Borough	A well maintained A127 will ensure the economy of Southend can deliver employment growth, and that the demand for labour can be met by an increasing, appropriately qualified, labour force that can be accommodated in the Borough.

There are a number of both direct and indirect objectives of this scheme. These are set out below:

- Objective 1 Reduce reactive maintenance
- Objective 2 Improve public perception
- Objective 3 Deliver a financially sustainable scheme package which limits long-term maintenance liability

- Objective 4 Deliver scheme to the programme
- Objective 5 Maintain or improve the local environment around the scheme

The Economics of Road Maintenance Report (Gould et al 2013) produced by Transport Research Laboratory (TRL) on behalf of RAC Foundation and the Association of Directors of Environment, Economy, Planning & Transport (ADEPT) suggests that timely treatment of assets can keep them in a good state of repair and reduce or delay further degradation. While this incurs earlier costs it can avoid greater costs in the future and therefore reduce net present costs to the highway authority. It also implies that planned maintenance regimes may:

- Reduce accident rates;
- Reduce wear and tear on vehicles;
- increase journey times/ improve journey reliability;
- Decrease noise and vibration for adjacent properties;
- Decrease fuel consumption and emissions;
- · Reduce creations of spray and dust;
- · Greater impact of interventions by others;
- · Reduced risk of asset failure; and
- Improved accessibility for all types of road users.

It is clear that investment in road maintenance can improve a number of factors which be measured in both a quantitative and qualitative terms.

**Carriageways and footways:** a detailed visual survey of both carriageway and footway surface (Carriageway and Footway Treatment Surveys) was undertaken in both 2014 and 2015 by Gaist Solutions Ltd to assist in identifying treatment options. With two consecutive years' worth of data and corresponding video imagery from both years it has been possible to detect where deterioration is occurring most rapidly.

On the carriageway the survey has highlighted a number of areas where surface distresses are indicative of **structural failures** particularly with the prevalence of transverse reflective cracking. In other locations **rutting** is a significant problem, in particular at the junctions of Carnarvon Road, Rochford Road (The Bell) and the Prince Avenue slip road.

In many locations where reflective cracking has been identified it is possible that these may due to thermal shrinkage of the concrete (CBM) roadbase. However, there is also a possibility that some cracking may be caused by localised movement and settlement of the subgrade. This cannot be ascertained without further investigation of cores and a high resolution GPR survey that will provide insight into the locations of voids, high subgrade moisture levels and degradation of roadbase and subbase materials.

Additionally, in order to determine the overall strength of the roadbase a Falling Weight Deflectograph survey will provide important information in determining the extent of reconstruction that will be required.

It is therefore proposed that further structural condition surveys are undertaken throughout 2015/16 and 2016/17 to establish the baseline condition and inform the need for more extensive reconstruction.

Gaist Solutions have been commissioned to develop forecasts of condition and investment requirements using deterioration models calibrated on condition data and pavement age estimates. The A127 will be modelled alongside the whole of Southend's network and this will support the value for money assessment as part of the emerging asset investment strategy for Southend's carriageways and footways. This will inform the development of the programme of works for 2018/19 to 2020/21.

On the basis of existing data the following priorities has been identified:

• Eastbound carriageway from Boundary to Progress Road junction – **transverse cracking** is particularly intense on the east bound section from the Boundary towards the Progress Road junction (prior to the A127 junction improvement works) and evidence indicates that the structural condition is deteriorating rapidly with **significant spalling** and severe impacts on ride quality. It is proposed to include £0.4m in 2015/16 for resurfacing of the wearing and binder course and localised reconstruction of the roadbase along this section.





Rochford Road junction (The Bell) – there is evidence of structural failure including rutting and wheeltrack cracking as well as extensive problems with failed reinstatements. It is proposed that carriageway partial or full reconstruction is undertaken alongside the capacity improvements programmed for 2018/19. Further structural condition data will be required to determine the appropriate treatment.



- Street lighting: it is proposed to undertake a complete renewal of street lighting ducting and control gear along the route. This will be programmed for 2016/17 to 2017/18.
- **Drainage:** further connectivity and CCTV surveys are required to investigate the condition of drainage including culverts and carrier pipes. As indicated above, there

are indications that structural failure may be linked to high subgrade moisture levels and redesign of drainage may be required in these locations alongside reconstruction of the carriageway.

What would happen if funding is not secured? See Economic Case.

#### What is the impact of the scheme?

The potential impact of not undertaking maintenance is severe for the local economy. If maintenance is not carried out and the road fails leading to full closure, the impact would be:

- Significant adverse impact on Southend's GVA and productivity as a consequence of businesses being unable to perform their activities.
- Significant adverse impact on the leisure sector which plays a major role in Southend's economy.
- Significant adverse impact on the business sector which plays a major role in Southend's economy and future economic growth.
- Resilience there are no realistic alternative routes to the A127 to access Southend so diversions would not work effectively. The A13 is a congested, mainly lower speed public transport corridor. The A130 is not a realistic diversionary route for east-west traffic flows.

## ECONOMIC CASE

#### 2.1 What is the latest BCR of the scheme?

The table below shows the financial projections for the A127 maintenance programme.

Year	Local Growth Fund allocation	Proposal
2015/16	£0.4m	<ul> <li>Resurface and localised reconstruction on eastbound carriageway from Boundary to Progress Road junction.</li> <li>Commence core testing, GPR and FWD surveys.</li> </ul>
2016/17	£0.3m	<ul> <li>Core testing, GPR and FWD surveys.</li> <li>Drainage connectivity and CCTV surveys.</li> <li>Renewal of street lighting ducting, cabling and wiring</li> <li>repairs to minor structures.</li> </ul>
2017/18	£0.3m	<ul> <li>Renewal of street lighting ducting, cabling and wiring</li> <li>repairs to minor structures</li> </ul>
2018/19	£1.0m	<ul> <li>The Bell (Rochford Road junction) carriageway reconstruction.</li> <li>Drainage improvements.</li> </ul>
2019/20	£3.0m	<ul> <li>Carriageway and footway reconstruction works and drainage improvements.</li> </ul>
2020/21	£3.0m	<ul> <li>Carriageway and footway reconstruction works and drainage improvements.</li> </ul>

#### Value for Money

The BCR for the scheme has not yet been calculated; it would be pre-emptive to undertake a value for money appraisal without having conducted surveys to fully understand the nature of the problem and investigate further the extent and best solution to types of maintenance needed.

A value for money appraisal can be undertaken following the development of deterioration models for carriageways and footways. The deterioration models for the carriageways are in turn dependent on obtaining more detailed knowledge of the structural condition and residual life of the pavement following further investigation. These deterioration models will be critical to the development of preferred options for other locations. In advance of development of deterioration models, the table below sets out the broad options that can be assessed for different scenarios and the future implications. Timescales are only provided to give an indication of the issues that will need to be considered in options appraisal.

Table 2.2 Pre	evalent carriagev	vay failure modes on A127, o	ptions and network impacts
Failure	Options	Future deterioration	Network impact
Transverse cracking	Do nothing	Water ingress through cracks causes leaching and settlement of subgrade. Debris ingress causes additional stresses as CBM base expands and contracts leading to spalling and faulting. Increased frequency of cracks (<4m apart) causes instability as road base 'blocks' get smaller	Disruption from reactive repairs to address spalling and potholes around cracks within 2-5 years. Severe safety implications of roadbase instability would require carriageway closure within 5-15 years dependent on subgrade and roadbase condition. Full reconstruction would then be required.
	Crack seal	Cracks will continue to emerge in between sealed cracks leading instability as above. Where localised settlement causes movement of the pavement the seal will be largely ineffective.	Severe safety implications of roadbase instability would require carriageway closure within 5-15 years dependent on subgrade and roadbase condition. Full reconstruction would then be required.
	Plane and resurface wearing course and binder course with localised reconstruction and crack sealing of the roadbase	Dependent on the condition of remaining CBM roadbase Improved load transfer to roadbase should prevent rapid deterioration. Risk that reflective cracking begins to appear relatively rapidly.	Lane closures for resurfacing works Reflective cracks begin to appear 10-15 years after treatment Resurfacing or reconstruction required 15-25 years dependent on subgrade and roadbase condition
	Plane and resurface wearing course and binder course with reinforcement grid	The reinforcement grid would assist in absorbing stresses around cracks in the roadbase preventing propagation of cracks to the surface	Lane closure for resurfacing roaks Resurfacing or reconstruction required after 20-25 years dependent on subgrade and roadbase condition
	Full reconstruction of roadbase and subbase with drainage redesign		Full carriageway closure for reconstruction and drainage works Wearing course resurfacing with binder course patching requiring lane closures after 20-25 years Full reconstruction required again after 35-50 years
Rutting	Do nothing	Ruts get deeper and affect binder course Load bearing capacity of surface courses is reduced	Where structural rutting is found there may be annual traffic disruption from reactive maintenance within 2-5 years.

	leading to deeper structural failure. Where associated with wheel track cracking structural failure will have already occurred leading to rapid deterioration of the surface through further subsidence, crazing and potholes.	Within 5-10 years deep ruts will cause safety impacts increasing risk to turning traffic and cyclists particularly at junctions. At this stage the only option will be wearing course and binder course replacement.
Plane and resurface with fibre reinforced SMA	Surfacing should provide resistance to rutting in future	Lane closures for resurfacing works Resurface after 15-25 years dependent on roadbase condition
Reconstruction where rutting is associated with structural failure (eg wheeltrack cracking present)	Surfacing should provide resistance to rutting in future	Full closure for reconstruction works Wearing course resurfacing with binder course patching requiring lane closures after 20-25 years Full reconstruction required again after 35-50 years

Although timescales are only indicative it is immediately apparent that the structural condition of the roadbase is likely to be fundamental to understanding the economic impacts of various treatment options.

#### Existing evidence on economic impacts

Guidance and evidence contained within WebTAG is limited in relation to the appraisal of traffic impacts and economic costs of maintenance schemes. Indeed, available programs such as QUADRO that are often used to estimate traffic impacts of road works are not appropriate for use in urban contexts such as this.

At this stage it is useful to draw on the experience of appraisal of other maintenance schemes where network impacts have been estimated. These are typically undertaken for structures schemes where there is a clear condition based mandate for the imposition of traffic restrictions or full closure.

As indicated in the table above, **without intervention it is highly likely that some emergency closures** would be required where the roadbase has become unstable and therefore in these instances structures schemes may provide a valid comparison.

A YouGov survey (AIA, 2013) showed that poor condition local roads were costing Small and Medium-sized Enterprises (SMEs) in England and Wales approximately £5bn each year through operational inefficiencies, production delays, raw material and end product delivery delays, and vehicle repair costs, among other factors. The Confederation of British Industry (CBI) found that "94 per cent of business leaders surveyed cited road surface quality as a key concern".

**Typical BCRs for such schemes range between 10 and 40** (see, for example, the Greater Manchester Retaining Walls Maintenance Scheme). Most of these examples

come from roads carrying AADF of 20,000 - 40,000 where diversion routes are typically available with additional travel time of 10-60 minutes. In the case of A127 traffic flows exceed 70,000 AADF with no appropriate diversion route to the north or south of the corridor. Coupled with the close link to the growth prospects in the London Southend Airport business park and impacts on tourism, it is clear that even with lower relative risks of such an event occurring BCRs will be likely to be within this range.

Initially £0.4M is required for the Boundary to Progress Road scheme to be undertaken in 2015/16. In this particular case it is clear that the frequency of localised cracking indicates that widespread structural failure has taken place although the detailed design of the scheme will be informed by GPR and FWD surveys. It is recommended that this scheme is progressed prior to completion of a full Value for Money appraisal for the remainder of the programme.

#### **Overall approach to VfM assessment**

There are many complications involved in determining the wider social and economic value for money for a maintenance scheme and it is necessary to complete a number of stages before a WebTAG based assessment can be applied. In particular the following issues need to be accounted for in considering the approach to VfM assessment:

- The need for a probabilistic approach to modelling failure and network risks. The wide variance in deterioration rates and random nature of failures means that the use of mean times to failure as a method of forecasting future traffic impacts may yield misleading results when identifying a preferred option and would undermine the value of any detailed traffic appraisal. An alternative approach would focus on simulation of failure risk (e.g. Monte Carlo simulation) and would be more useful for the purposes of identifying a preferred option. However, in practical terms this would require broader estimates of traffic impacts as inputs. The recommended approach would therefore be to produce traffic delay estimates for a sample of 'Do minimum' outcomes as decribed in Table 2.2 on each individual stretch (indicated by the scheme locations described above) and use these as a basis for producing transport user benefit outputs in accordance with TAG Unit A1.1 (by applying appropriate VOT parameters etc). These could be applied through a MC simulation.
- The lack of quantitative evidence of the impacts of poor road condition on the wider economy. These would need to take into account factors such as travel time uncertainty, vehicle operating costs and the contribution of the general appearance of the public realm to local business competitiveness. Certainly we would expect the declining condition of the A127 to have a significant impact on occupancy rates in London Southend Airport however, quantifying this would require studies into demand elasticities, discrete choice models etc. that are not available.

In relation to the latter point, DfT has commissioned a study under the umbrella of HMEP to enable the quantification of road user impacts of road condition and maintenance (e.g. vehicle operating costs and traffic delays) which builds on a recent study undertaken by Transport Scotland. The release date for this study and the associated toolkit is unknown but it may coincide with the timing of further appraisal work. If this is the case then it may be possible to consider the use of parameters from this study in supporting the appraisal. However, these will not extend to enabling estimates of GVA for maintenance schemes.

#### Qualitative assessment of benefits

The scheme could achieve user benefits, assessed qualitatively, in respect of the following:

- Economic prosperity and efficiency -
  - User travel time delay and distance cost efficiency savings, associated with less reactive unplanned maintenance disruption and traffic diversion;
  - User journey reliability improvements;
  - Regeneration of the local economy by improving labour access to opportunities, attractiveness for business activity and number of visitors;
  - Wider economy benefits from business agglomeration, increased output and income tax revenues;
- Environment -
  - Decongestion benefits in terms of noise; local air quality; greenhouse gases; landscape; townscape; and heritage;
  - Biodiversity; and water;
- Social well-being
  - Accidents; and physical activity;
  - Journey quality;
  - Value for non-users; affordable travel; security; access to opportunities and door-to-door options; and severance.

Taking each of the above qualitative assessments of user benefit items together, it is likely that when the BCR is calculated it will, in all likelihood, underestimate the benefits of the scheme.

2.2 Please attach an assessment of the Social and Distribution Impacts of the scheme (conducted in line with DfT guidance) including, where appropriate, include details of appropriate mitigations?

see Annex 10 for Engagement Consultation Plan

Ensuring the A127 remains open for use by delivering this programme of essential and urgent maintenance will mean necessary journeys will continue to take place whether they are for business and commuting, or for social and domestic reasons, without restriction or impediment.

Any absence of significant maintenance improvements means the road will continue to deteriorate, and any failure leading to emergency closure will have a significant and long term adverse impact on business and residents of Southend. There is no real viable alternative to the A127 for journeys – the A13 is severely congested – and hence the levels of resilience offered by the route are low.

#### **FINANCIAL CASE** 3.1 What is your estimate of the total outturn cost of the scheme? £8m out turn value based on Term contractors rates. Cost Heading Currently Estimated Cost £m Total 3.2 Please describe any significant remaining risks to the current cost estimates? Risk register attached in Annex 7 identifies the main key risks for the package of measures. 3.3 Please provide a breakdown of the proposed funding sources for the scheme (a) Local Authority contribution £0m (b) LGF requested £8.0m TOTAL £8.0m 3.4 What is the estimated funding profile? £m 2015/16 2016/17 2017/18 2018/19 2019/20 2020/21 Total LA contribution Third Party contribution LGF 0.4 0.3 0.3 1.0 3.0 3.0 8.0 TOTAL 0.4 0.3 0.3 1.0 3.0 3.0 8.0 3.5 Please explain how the Local Authority contribution will be funded. Please reference any council decisions allocating the required budget or approving any necessary borrowing etc. Not applicable.

#### **COMMERCIAL CASE**

# 4.1 What is the preferred procurement route for the scheme and how and why was this identified as the preferred procurement route?

Southend-on-Sea has recently let the Highways contracts into five "Lots" which divide the work into distinct areas; Planned and Reactive Maintenance; New Works; Traffic system Control, Traffic system Maintenance and Resurfacing. The procurement process has complied with OJEU with the new contracts based on the HMEP/NEC3 Term Service Contract commencing on 1st April 2015 for initially 7 years.

The works will be carried out by the Planned and Reactive Maintenance contractor, the 7 year contractor ensures ownership of the works .

# 4.2 Please list the significant risks that are transferred to the contractor, and those that remain with the authority.

Refer to the Risk Register in Annex 7 which identifies the main key risks, an early risk workshop will be held with the Project Team including the Maintenance contractor to further develop the Risk Management Strategy.

**4.3 Please describe how you will ensure effective contract management** *Include details of reporting and liaison requirements, meeting frequency, interface of contractor with internal governance arrangements.* 

See below.

4.4 Please provide brief details of procurement arrangements for works outside the main contract, and what stage these have reached?

N/A these works will be undertaken by our Term Maintenance contractor.

#### DELIVERY CASE

#### 5.1 Please provide details of the statutory powers you have acquired

Please list separately each power obtained, details of date acquired, challenge period (if applicable) and date of expiry of powers, and any conditions attached to them.

The works are within the Highway boundary, temporary traffic regulation orders will be in place for the works. When required NRSWA process will be followed.

# 5.2 Please provide details of further engagement since the BAFB with the Statutory Bodies (Environment Agency, Natural England, English Heritage)

Please include evidence of how you have taken account of their views and any requirements for mitigation etc.

The NRSWA process will be followed.

#### 5.3 Please provide brief details of your monitoring and evaluation.

**Improved Journey Times**: Journey time monitoring has been carried out and recorded as a baseline figure prior to the implementation of the works on the A127 including the A127 Kent Elms and A127 Bell schemes – this data will be compared to post construction monitoring figures and the predicted journey time savings. The A127 corridor is under SCOOT control and part of the Essex wide ANPR camera system that records real time journey data.

A127 post evaluation report will be generated to summarise the above monitoring.

**Safety:** The number of accidents on the A127 in the three years pre construction will be compared to the three year post construction to provide a direct measure of the safety benefits of the scheme.

**Environment:** There are no Air Quality Management Areas in the Southend Unitary Authority area and there are no plans to monitor pollution levels related to the scheme. However, this will be taken forward as part of a route management strategy being developed with Essex County Council.

**Accessibility:** Increases in accessibility may be a marginal benefit to the scheme i.e. slightly lower bus journey times improving access to key services. As this benefit is likely to be small there are no plans to directly monitor this, but data will be collected in future as part of the new bus AVL system that connects all the buses via GPS to a central management system. The AVL system will be able to interact directly with the traffic signal controller to ensure that late running buses are given an advantage through the junction.

**Integration:** A community engagement officer has been appointed to manage the consultation process throughout the scheme delivery and ensure that issues of cohesion and severance are fully explored and the benefits of the scheme realised.

**5.4 Please provide details of your construction milestones below** *Please include interim milestones (at least one but no more than 5 or 6) between start and completion of*  works. If the completion date has slipped from the date estimated in your BAFB please provide an explanation. Please provide a copy of the latest project plan (programme) as an Annex.

	Date estimated
Team Mobilisation	08/06/15
Start of resurfacing works	26/10/15
Completion of the works	31/03/21
Closure of Project	07/06/21

5.5 Please briefly describe the most significant risk remaining to the above timetable and attach the latest version of your project risk register (if different from the QRA risk register).

Please refer to Annex 7 for main key risks to the project.

#### 5.6 What are the scheme's governance arrangements?

If so please provide details, including changes to SRO, Project Manager, Project Board composition, approval processes and, in particular, details of how your contractor will fit into your governance structure.

The project will be based upon PRINCE2 methodology with the Project Manager and Senior User PRINCE2 Practitioners. The organisation chart shows the governance structure that has already been put in place to agree the content of the business case and will forward into the delivery phase.



within budget. The "Better Southend" projects, including the A127 Progress Road Junction Improvement, the A127 Cuckoo Corner Junction Improvement, A127/A13 Victoria Gateway and City Beach Improvements were all completed on time and within budget. Collectively they were winners of the RTPI National Awards in 2011 for the Public Realm category. More recently the Pinch Point scheme A127/B1013 Tesco Junction Improvement has been completed on time and to budget with the same Key Staff being maintained for the A127 Essential Bridge and Highway Maintenance Scheme.

**Andy Lewis** – Corporate Director Enterprise, Tourism and the Environment – Executive There is strong Executive Director support for this project, which experience has shown is essential for success. Andy will be ultimately responsible for the programme. He will ensure the all elements are correctly focused on achieving its aims, objectives and outcomes and reports to the Corporate Delivery Board.

**Peter Geraghty** – Head of Planning and Transport – Senior Responsible Owner Peter is the Head of Service responsible for managing the strategic planning and transport functions. He will oversee the budgetary requirements and approve the resourcing and investment.

**Paul Mathieson** – Senior User/BCM – Chartered Civil Engineer and Prince2 Practitioner. Paul will be responsible for the quality of the elements as delivered by the Project Manager and the team. He will be responsible for ensuring alignment with strategic transport and planning policy and scheme objectives, co-ordination with other authorities and achieving value for money and delivering the benefits.

**Karen Gearing** – Project Manager – Chartered Civil Engineer and Prince2 Practitioner Karen will be responsible for the project management ensuring that the project is aligned with the bid objectives, and that the appropriate monitoring is implemented to assess progress on the outputs and monitor the outcomes. Karen was responsible for delivering Better Southend major schemes the A127 Progress Road Junction Improvement, the A127 Cuckoo Corner Junction Improvement and more recently the A127 / B1013 Tesco Junction Improvement.

Project Board meetings are being held monthly in which tolerances, expenditure and outturn costs will be reported through Highlight reports issued in advance of the board meetings. The senior representatives from the contractor will attend these meetings as Senior Supplier to ensure the delivery of the project to programme and budget. Monthly Highlight reports will also be reported to the Corporate Delivery Board Chaired by the Chief Executive and attended by the Leader of the Council, S151 Officer and Corporate Directors and by the Project Manager as necessary.

Where it is thought that a project overrun will occur measures will be taken to bring the expenditure back on track without compromising the scheme objectives. Risks and issues will be reviewed and early warnings.

Other Key Staff – The bid has been prepared in partnership with the Council's Maintenance, ITS, Traffic Management and Road Safety Teams and finance officers, which will continue throughout the life of the project. The Council's Community Engagement Officer, Ashley Dalton, is the Stakeholder Team Leader. She is currently also leading on the consultation process for the A127 Kent Elms, and The Bell schemes which provides

continuity for the A127 projects.

5.7 Please provide evidence of previous project delivery, including details of the action taken or planned.

The Council has successfully delivered the following DfT / government funded projects:

A127 Progress Road Junction Improvement £4.7m (HCA & SBC funded) A127 Cuckoo Corner Junction Improvement £5m (DfT & SBC funded) A127 Victoria Gateway £6.7m (HCA & SBC funded) City Beach £6.7m (HCA &SBC funded). Collectively they were winners of the RTPI National Awards in 2011 for the Public Realm category.

DfT's Local Pinch Point Fund for Southend's £4.7m A127/B1013 Tesco Junction Improvement scheme was completed on time and to budget. It has been a success as the Communications Plan included early contractor involvement and early public consultations. This project utilised PRINCE2 methodology, which has ensured good time management, control and organisation of the project.

The Council carried out Better Bus Area schemes during 2012/13 – 2013/14 funded by DfT. The main lesson learned was to consult the bus user groups, particularly elderly and disabled users, other road users and the bus companies before implementing any changes. Public involvement enabled participants to rightly claim that their contribution made a positive difference. Other lessons learned were; the need to monitor and evaluate progress throughout the implementation period. On completion, annually report on outcomes highlighting any key outcomes.

Data collection was ongoing and recorded energy savings, reduction of carbon emissions, modal changes and changes in traffic patterns. A day-to-day diary was maintained during implementation in which all salient events were recorded. The usual Health and Safety files were kept separately. The spend profile was recorded in order to assist future projects. Results were disseminated to the DfT and local authorities to assist future projects.

Southend successfully received LSTF funding to promote sustainable modes of travel. This project will encourage walking and cycling including mornings and evenings. This project is consistent with LTP3 polices and the Low Carbon Energy and Sustainability Strategy (LCESS), supporting the street lighting project.

5.8 If not provided in previous submissions, please provide a copy of your benefits realisation plan.

The table below provides a summary of the proposed measurement and thresholds of acceptability that will be used to evaluate the benefits of the scheme.

Monitoring Indicator	Measurement	Threshold
Journey times	Improved Journey times	Reduction in journey time within 3 year period compared with pre implementation
Safety benefits	Recorded no. of incidents of damage due to poor condition of the road surface	Reduced number of claims within up to 3 year period post 20/21 completion compared with existing data
Safety benefits	Recorded no. of incidents of damage due to flooding of the road surface	Reduced number of claims within up to 3 year period post 20/21 completion compared with existing data
Maintenance benefits	Amount of money spent carrying out reactive maintenance	Reduction in spend on reactive maintenance within the A127 study area

Southend Borough Council will conduct a full evaluation of the impact of the scheme in the period after it is completed. The Council will prepare evaluation reports one year and five years after scheme opening, using the information to be collected as set out above to gauge the impact of the scheme, and assess the success in meeting the scheme objectives. Unexpected effects of the scheme will be reported upon and, where appropriate, remedial measures identified.

# 5.9 Please provide brief details of major stakeholder and public engagement carried out and further engagement planned during construction.

Please provide a copy of your Stakeholder Analysis and Communications Plans. Please also highlight whether any significant shifts of stakeholder opinion have taken place or new issues have arisen and describe and how you are responding to them.

#### Refer to Annex 10 for Engagement and Consultation Plan

Stakeholder engagement will commence in June 2015 for the A127 Essential Bridge and Highway Maintenance project. Previous consultations on the A127 have focused on engagement for the A127 Kent Elms, Tesco and Bell Junction Improvement projects which commenced in 2012. The engagement and consultation plan is contained in Annex 10 and identifies stakeholder mapping, stakeholder analysis matrix, engagement types, strategies and action plan. This will be further developed to take on board lessons learnt from recently completed A127/B1013 Tesco Junction Improvement.

#### SENIOR RESPONSIBLE OWNER DECLARATION

As Senior Responsible Owner for A127 Maintenance Scheme I hereby submit this request for Full Approval to DfT on behalf of Southend-on-Sea Borough Council and confirm that I have the necessary authority to do so.

I confirm that Southend-on-Sea Borough Council has acquired all the statutory powers (Traffic Regulation Orders excepted) necessary to construct the scheme. Name: Peter Geraghty Signed:

Position: Head of Planning and Transport

#### SECTION 151 OFFICER DECLARATION

- As Section 151 Officer for Southend-on-Sea Borough Council I declare that the scheme cost estimates quoted in this bid are accurate to the best of my knowledge and that Southend-on-Sea Borough Council has allocated sufficient budget to deliver this scheme on the basis of its proposed funding contribution at section 3.4(a) above
- accepts responsibility for meeting any costs over and above the contribution requested, including potential cost overruns and the underwriting of any funding contributions expected from third parties
- accepts responsibility for meeting any ongoing revenue requirements in relation to the scheme
- accepts that no further increase in funding will be considered beyond the maximum contribution requested

Name: Joe Chesterton

Signed:

CONTACT DETAILS FOR FURTHER ENQUIRIES	
Lead Contact: Position: Tel: E-mail:	Paul Mathieson Major Projects and Strategic Transport Policy, Group Manager 01702 215321 paulmathieson@southend.gov.uk
Alternative Contact: Position: Tel: E-mail:	Karen Gearing Major Projects Project Manager 01702 215363 karengearing@southend.gov.uk

## CONTACT DETAILS OF YOUR CHIEF FINANCE OFFICER

(If the scheme is granted Full Approval we will need these details for the formal offer of DfT grant)

#### Name:

Job Title: Full Postal Address:	
Email	

## SUMMARY OF ANNEXES REQUIRED

Annex No	Description
1	Not Used
2	Not Used
3	Not Used
4	Not Used
5	Not Used
6	Project Plan (Programme)
7	Project Risk Register
8	Not Used
9	Not Used
10	Engagement and Consultation Plan
11	Not Used

# Annex 1 – Revised TEE, AMCB and Public Accounts Tables (in Excel form)

To be confirmed

# Annex 2 – Social and Distributional Impacts analysis

# Annex 3 – Detailed cost estimate

# Annex 4 – Quantified Risk Assessment

# Annex 5 – Evaluation Plan

# Annex 6 – Project Plan (Programme)

ID	0	Task Name		Start	2015	2016	2017	2018	2010
1	-	A127 Essential Bridge	and Highway	Fri 24/04/15	2013	2010	2017	2010	2019
		Maintenance							
2		Submit Business Ca	se	Fri 24/04/15	<mark>⊳</mark> 0%				
3		Funding Approved		Fri 05/06/15	<b>6</b> 05/06				
4		Project Initiation		Mon 11/05/15	<u>−_</u> 0%				
5		Project Team Mobilis	sation	Mon 08/06/15	<b>ĕ</b> 0%				
6		Stakeholder Consult	ation	Fri 03/04/15		1			1
7		Boundary - Progress	Road resurfacing works	Mon 26/10/15	<b>Ⅲ</b> 0%				
8		Commence core tes	ting, GPR, FWD surveys	Mon 05/10/15	<b>0%</b>				
9		Core testing, GPR, F	FWD surveys	Mon 11/04/16	ĺ	0%			1
10	1	Drainage Connectivi	ty & CCTV surveys	Mon 11/04/16	ĺ	0%			1
11		Renewal of street lig	hting ducting	Mon 11/04/16	İ	C		0%	1
12		Repairs to minor stru	uctures	Mon 11/04/16	İ	C		0%	1
13		The Bell carriageway	y reconstruction	Mon 07/01/19	İ	1	i	0	%
14		Drainage Improveme	ents	Mon 09/04/18	İ	1		Ç	
15		Carriageway & Foot	way reconstruction works	Mon 08/04/19					C
16		Completion of the He	ealth & Safety File	Wed 28/04/21	İ	1			1
17		Closure of Project		Mon 07/06/21	İ	1			1
			Critical		Milestone	•	•	Manual Task	
			Critical Split		Summary	Progress	a	Duration-only	
			Critical Progress		Summary	/	<b>~</b>	Manual Summary	y Rollup 🕳
			Task		Project S	ummary		Manual Summary	/ 🖛
A127	Major M	aintenance.mpp Fri 24/0	Split	•••••	External	Tasks		Start-only	C
			Task Progress		External N	Vilestone	\$	Finish-only	3
			Baseline		Inactive T	ask		Deadline	Ŷ
			Baseline Split		Inactive N	Ailestone	<b>\$</b>		
			Baseline Milestone	$\diamond$	Inactive S	Summary	$\bigtriangledown \qquad \bigtriangledown$		
						Page 1			



#### Annex 7 – Project Risk Register

	Project Name: A127 Essential Bridge & Highway Mair Date: April 2015	ntenance	Crit1 Sort	Crit1 Sort Overall Sort							
Risk	Risk Description	Likelihood	Cost	Time	Cost Severity	Cost	Time Severity	Time	Combined	Risk Owner	
			Severity	Severity	Importance Indicator	Risk Ranking	Importance Indicator	Risk Ranking	Ranking		
1	location of Utility apparatus change scheme viability	3	1	5	3.00	Low	15.00	High	High	SBC	Early
4	Traffic Management Proposals/TRO's unacceptable to SBC	3	1	5	3.00	Low	15.00	High	High	SBC	Utilise the Tra previous Better with major sche Council ongo informed via w
8	Negative Response to Business case Submission	3	1	5	3.00	Low	15.00	High	High	SBC	Limited Control
2	Stakeholders Consultation causes review of proposals	4	3	3	12.00	High	12.00	High	High	SBC	Scheme carried to A127 Project Supplier, reportin accordance wit Ongoing co business www.bettersout design. Hold reg from SBC Media within the recog
7	Works Exceeds Available Budget	2	5	4	10.00	Medium	8.00	Medium	Medium	SBC	Review Gaist or
5	Tender documents issued late	2	1	3	2.00	Low	6.00	Medium	Medium	SBC	Proje
6	Pre-Order of long lead time materials not ordered in time to allow certainty of delivery	2	3	3	6.00	Medium	6.00	Medium	Medium	SBC	Early contracto
12	Objections to Traffic Regulation Orders	1	2	5	2.00	Low	5.00	Medium	Medium	SBC	SBC to ensure p stakeholder cons

Mitti	astion	Action	
milli	uauon	ACLIOI	
	_		

y C2 inform preliminary design and bids

ansport Access and Routing Plan (TARP) as per r Southend major schemes to ensure coordination emes programme, permit team and Essex County bing works and stakeholders. Ensure drivers are www.bettersouthend.com website, tweets, variable message signs and media.

I Available. SBC ensure good business case is put forward.

out in accordance with Prince2 Principles reporting Board meetings with Principal Contractor as Senior ng to Corporate Delivery Board, Capital Board and in th relevant programme of Committee requirements. ommunication with Members, Residents, local ses and travelling public. Maintain dedicated thend.com website. Carry out consultation early in egular stakeholder update events. Scheme Support a (As per A27 Tesco Scheme). Scheme carried out gnised "Better Southend" programme of schemes.

utputs, FWD, GPR Drainage surveys and priorities essential works

ect board to ensure sufficient resources

or involvement to assist in the identification of long lead materials

process is followed and adequate time allocated to sultation

# Annex 8 – Project Assurance Recommendations

# Annex 9 – Benefits Realisation Plan

#### Annex 10

## **Engagement and Consultation Plan**

Project name: A127 Essential Bridge and Highway Maintenance Impact analysis: **HIGH IMPACT** April 2015 Start date: **Completion date:** Ongoing - post 2020/12 Lead manager: Karen Gearing Information reviewed prior to consultation plan: Traffic data Accident data Bridge data Gaist data Accessibility and capacity of the junction Concerns raised by Cllrs Formal assessment taking place

Statutory consultation?	NO
Assessment of local needs completed?	NO
If no, will this be part of the project?	YES

#### **Reason for project:**

To improve the infrastructure of the A127 from Borough Boundary to Town Centre focusing on Carriageways, footways, drainage, bridges and lighting to enable the efficient movement of people and goods to improve economic growth in Southend and surrounding areas.

Changes proposed: Yet to be decided based on options review

#### What constraints are there?

Budget

Funding yet to be secured (earliest prediction 2015)

#### Has a budget been identified to pay for related engagement and consultation work? If so, how much?

#### YES £10k.

#### Any local issues/sensitivities/politics to be taken into consideration?

- Across 6 wards Eastwood Park/ Blenheim Park /St Laurence/ Belfairs/Prittlewell/Victoria, but impact will be much wider
- Bridges could be affected (not DDA compliant)
- Impact on business and residents particularly during construction stage
- How could we engage schools?
- Could trees be affected?
- Need to build up our contact lists
- Map the circle of impact and link to discussion with ward members

#### **Consultation and Engagement Mandate**

Southend on Sea Borough Council Major Projects and Strategic Transport Policy Group need to understand the views of residents, the travelling public and businesses in the immediate area affected as well as residents across the town and stakeholders including the emergency services, Parks department, elected members and Equality Analysis impacted groups concerning the issues, needs and uses of operation of A127 so that the Major Projects and Strategic Transport Policy Group can assess and progress maintenance improvements to the A127 to ensure it is fit for purpose to accomplish the delivery of a fit for purpose project with minimal negative impact upon stakeholders during survey, design, construction and maintenance.

# Stakeholder mapping

Directly impacted		Indirectly impacted	
Schools	Emergency services		
Health Centre	Statutory undertakers	Cory Environmental	
Library	Road users	Road user groups	
Local businesses	Pedestrians	Southend United Football Club	
Bus companies	Cyclists		
Rail	Residents in the immediate area		
Hospital			
Airport users			
Freight			
Potentially impacted		People who can help	
Schools in the wider area	All residents	SBC Chief Executive	SBC
Driving instructors	All businesses	Leader of the Council	The Evening Echo
Essex County Council	Chamber of Commerce	Director of SBC ETE	Media
Seafront Traders	Federation of small businesses	SBC Head of Planning and Transport	All members
Town Centre Partnership	Southend Business Partnership	Cabinet	Staff
Parks Department	Events team	Portfolio Holder	SELEP
		Media and Communications Group	Local Transport Body
		Southend Blind Welfare Association	Highways Department
		Residents' Associations	DfT
		Ward Councillors	Funding bodies
		London Southend Airport	DIAL
		Southend Business Partnership	Essex County Council
People with specialist knowledge we could		People who have an interest	
use		-	
		British Horse Society	ACT Travelwise
Cycling Groups		Ward Councillors	The Echo
Road user groups		SKIPP	Seafront Traders
			Town Centre Partnership

# Stakeholder analysis matrix

<ul> <li>Highly visible engagement methods</li> <li>Relationship building</li> <li>Potential for increased interest</li> </ul>	<ul> <li>Ensure communications are</li> <li>Methods may be high capac</li> <li>Ensure transparency</li> </ul>	e well informed city
DfT Events team SELEP SUFC Utilities	Airport All members Raill Cabinet Chamber of Commerce DIAL Emergency services Federation of small business Hospital Local residents in immediate area Media	Portfolio holder Resident Associations Road user groups Seafront Traders Senior leadership team SKIPP Southend Blind Welfare Association Southend Business Partnership Ward members
<ul> <li>Promote right to participate</li> <li>Use easily accessible measures</li> <li>Welcome all comers</li> </ul> Airport users Rail users ATC Cory Driving instructors Schools in wider area SOSBC Media and Communications Freight	<ul> <li>Go looking for them rather t come to you</li> <li>Actively seek to understand</li> <li>Use stakeholder specific me</li> <li>Be judicious in identifying ar stakeholders</li> <li>All residents Es</li> <li>British Horse Society Lo</li> <li>Bus companies Pe</li> <li>Businesses Pe</li> <li>Cycling groups Ro</li> </ul>	than wait for them to agendas ethodologies nd approaching key essex County Council ocal schools edestrians etrol station oad users

Interest

# Engagement types and strategies

ENGAGEMENT TYPE	INVOLVE	CONSULT	INFORM
PROJECT STAGE	ASSESSMENT STAGE	PREFERRED TREATMENTS	END OF ASSESSMENT STAGES
			END OF DETAILED DESIGN
			CONSTRUCTION
			POST CONSTRUCTION
STRATEGIES	TRAFFIC SURVEY PEDESTRIAN SURVEY ACCIDENT STATISTICS	FORMAL CONSULTATION DOCUMENT CONSULT INTERNALLY	ENSURE DMT INFORMED THROUGHOUT
	BACKGROUND DATA	PUBLIC EXHIBITION WORKSHOP/MEETING	USE THE COUNCIL'S WEBSITE ISSUE PRESS RELEASE
	FOCUS GROUP OR WORKSHOP INTERNAL CONSULTATION WITHIN S0SBC	SEEK FEEDBACK THROUGH NETWORKS AND EMAIL LISTS PRESENTATION TO INTERESTED GROUPS	UPDATE VIA EMAIL LISTS ENSURE FEEDBACK TO ANYONE PREVIOUSLY INVOLVED PUBLIC DISPLAY
	PLANNING FOR REAL EXERCISE	WEBSITE FEEDBACK LISTENING POST USE VISSIM MODEL	USE PARTNERS' NEWLETTERS OUTLOOK FACTSHEET

# Stage Timescales

	1	2	3	4	5	(	5 7	7 8	3 9	9 1	0	11	12	13	14	15	5 10	5 1	7	18	19	20	21	22	23	3 24	25	5 26	5 27	28	29	30	31	. 32			
Assessment																																					
Options																																					
Preferred option																																					
Design																																					
Detailed Design																																					
Construction																					Ту	oica	al p	ro	gra	mm	ne k	out	sha	ll b	e re	evi	ew	ed t	o suit pi	oje	ect plan
Post Construction																																					

#### Action Plan

Stage	Activity	Resources	Stakeholders engaged	Dates
Assessment	explore issues and begin stakeholder		All comers.	To be
	conversations			timetabled
Assessment	Traffic survey			To be
				timetabled
Assessment	Pedestrian survey			To be
				timetabled
Assessment	Accident statistics			To be
				timetabled
Assessment	Background data			To be
				timetabled
Assessment	1:2:1 meeting with senior management			To be
	team			timetabled
Assessment	1:2:1 meeting members			To be
				timetabled
Assessment	1:2:1 meeting ward members			To be
				timetabled
Assessment	Internal consultation – drop in session			To be
				timetabled

End of	Circulate outcomes report to stakeholders	To be
Assessment	from workshop	timetabled
End of	DMT/ programme board report/Committee	To be
Assessment	report?	timetabled
Assessment	Online findings report and next steps	To be
feasibility	notification	timetabled
Options	Deterioration model/Charette to come up	To be
	with options	timetabled
Options	1:2:1 meeting with senior management	To be
	team	timetabled
Options	Internal consultation – drop in session	To be
		timetabled
End of Options/	DMT / programme board report/Committee	To be
Preferred option	Report	timetabled
End of	DMT/ programme board report/Committee	To be
preferred option	Report?	timetabled
End of	Online findings report and next steps	To be
preferred option	notification	timetabled
Design	Equality Analysis	To be
		timetabled
Design	Design review – internal design charette	To be
		timetabled
End of detailed	DMT/ programme board report/Committee	To be
design	Report	timetabled
End of detailed	Online findings report and next steps	To be
design	notification	timetabled
End of detailed	Partners' newletters	To be
design		timetabled
Construction	Formal notifications	To be
		timetabled
Construction	Advertise and deliver regular community	To be
	engagement surgeries	timetabled
Construction	Press release	To be
		timetabled
Construction	Email updates to all previously engaged and	To be
	interested groups	timetabled
Construction	Factsheets	To be
_		timetabled
Post	Article in Outlook	To be
construction	Press release	timetabled

Annex 11

Not used