

**MINUTES OF A MEETING OF THE CAPITAL
PROJECTS COMMITTEE OF THE GREATER
MANCHESTER INTEGRATED TRANSPORT
AUTHORITY HELD ON 3 JULY 2009**

PRESENT Councillor Richard Knowles (In the Chair)

Councillors Dylan Butt, David Jones, Patricia Holland (substitute), Ian Macdonald, Eunice Smethurst, Val Stevens (substitute), Keith Whitmore, Michael Winstanley, Craig Wright and David White

APOLOGIES: Councillors Peter Scott, Jim Dawson, Andrew Fender, Alan Whitehead and Barry Warner (substitute)

CP/01/09 MEMBERSHIP OF THE CAPITAL PROJECTS COMMITTEE

RESOLVED/-

That the membership of the Capital Projects Committee, as approved by the Annual Meeting of the Authority held on 19 June 2009, be noted as follows:

Councillor Andrew Fender	LAB
Councillor David Jones	LAB
Councillor Peter Scott	LAB
Councillor Eunice Smethurst	LAB
Councillor Jim Dawson	LAB
Councillor Alan Whitehead	LAB
Councillor Richard Knowles (Chair)	LIB DEM
Councillor Keith Whitmore	LIB DEM
Councillor Craig Wright	LIB DEM
Councillor David White	LIB DEM
Councillor Dylan Butt (Vice Chair)	CON
Councillor Ian Macdonald	CON
Councillor Michael Winstanley	CON

SUBSTITUES

Councillor Barry Warner	LAB
Councillor Patricia Holland	LAB
Councillor Val Stevens	LAB
Councillor Peter Evans	LIB DEM
Councillor David Sandiford	LIB DEM
Councillor Doreen Dickinson	CON
Councillor Barry Theckston	CON

CP/02/09 TERMS OF REFERENCE

RESOLVED/-

That the terms of reference for the Capital Projects Committee, as agreed at the Annual Meeting of the Authority held on 19 June 2009 be noted as follows:

1. To approve **under delegated authority** all releases for capital schemes within the capital programme determined by the Policy Committee.
2. To monitor the progress of all capital schemes within the Authority's capital programme.
3. To review the arrangements adopted by the Greater Manchester Passenger Transport Executive (GMPTe) for the procurement of a representative cross section of capital projects including the procurement routes and contractual arrangements used to ensure that they deliver best value to the GMITA/E.
4. To review the processes used for the evaluation and selection of design and delivery teams including the methods of assessment used to evaluate design and contractor bids and the arrangements proposed for the effective co-ordination of the design and delivery process.
5. To examine the internal GMPTe arrangements for managing and supporting the delivery of capital projects including the skill set currently available to meet the requirements of the capital programme over time.
6. To consider and resolve **under delegated authority** issues arising from the rail franchise replacement process.
7. To consider and resolve **under delegated authority** issues arising from the tendering and implementation of all Metrolink contracts.
8. To consider and resolve **under delegated authority** issues arising from the implementation of the Authority's schemes for the introduction of Smartcards which fall to be resolved by the GMITA.
9. To consider and resolve **under delegated authority** issues relating to the choice of a second city centre Metrolink route in conjunction with Manchester and Salford City Councils.
10. To consider and give any necessary approvals and authorisations under delegated authority to the Executive in relation to Metrolink fares.

CP//03/09 MINUTES

The Minutes of the Development and Operations Committee meeting held on 1 May 2009 were submitted for consideration.

Metrolink City Centre Works – Minute 9/20 refers:

Members highlighted concerns regarding the signage directing passengers through Victoria Station to access bus replacement services to Piccadilly. Officers acknowledged that comments had also been received direct from passengers; as a result, the signage had been recently reviewed, with additional and more visible signage now introduced. It was confirmed that the signage addressed the requirements of the visually impaired.

The Chair of the Authority requested that the Manchester Tourist Information Office be supplied with information relating to the Metrolink blockade and the alternative bus replacement services introduced.

Officers also advised that a communications plan relating specifically to Altrincham bound Metrolink services was in the process of being compiled with a view to distributing to members of the public over the forthcoming weeks.

Network Rail Issues – Minutes 9/27 refers:

The Chair of the Committee advised the meeting that Graham Botham, Network Rail, was unable to attend this meeting of the Capital Projects Committee, however, he had recently attended a Leading Members Briefing providing a verbal update on the current situation. He confirmed that the full redevelopment of Victoria Station and the surrounding area had been postponed until the property market recovered. A progress report would be submitted to the 18 September 2009 meeting of the Capital Projects Committee on work in hand to develop interim solutions for key problems at Victoria Station.

It was also reported that the next phase of work for the Manchester Hub would be focussed on the technical aspect of each element of the project, it was envisaged that this phase of work would be completed by January 2010. Network Rail have been requested to prepare a progress report for the 18 September 2009 meeting of the Capital Projects Committee, including indications of which elements of the project would eventually proceed.

BT Payphones on Metrolink Stops – Minute 9/32 refers:

Members requested a progress report on the arrangements for emergency contact on Metrolink stations following the approval to remove BT payphones in May 2009. Officers undertook to circulate a briefing note to all Members of the Capital Projects Committee.

RESOLVED/-

1. That the Minutes of the meeting of the Development and Operations Committee held on 1 May 2009 be approved as a correct record.
2. That officers be requested to provide the Manchester Tourist Information Office with information on the timescales for the current Metrolink works in Manchester City Centre and replacement bus services introduced during the period of works.
3. That officers be requested to develop a communications plan for Altrincham bound Metrolink Services during the Metrolink blockade.
4. That officers be requested to submit progress reports on Victoria Station and Manchester Hub to the 18 September 2009 meeting of the Capital Projects Committee.
5. That officers be requested to circulate a briefing note to Members of the Capital Projects Committee regarding the provision of emergency contact facilities for passengers on Metrolink stops following the decision to remove public payphones in May 2009.

CP/04/09 DELIVERING IMPROVED SERVICES THROUGH BETTER CONSTRUCTION

Consideration was given to a report proposing a revised approach to reporting future improvements in programme and project management based on the use of the Office of Government Commerce (OGC) Portfolio, Programme and Project Management Maturity Model in place of the National Audit Office (NAO) Delivering Services through better Construction Maturity Grid.

Officers confirmed that attention would be given to ensuring that future reports would contain less jargon reflecting the technical nature of this work. It was also noted that there would be no transitional issues in the change-over to the Office of Government Commerce (OGC) programme toolkit as the process related to benchmarking and not internal processes.

Members were informed that the current Local Government Association '4P's' Panel would be undertaking the facilitated assessment at no additional cost. Members requested that the Panel be invited to attend the 6 November 2009 meeting of the Capital Projects Committee to discuss this work further.

RESOLVED/-

1. That the use of the Office of Government Commerce (OGC) programme and project management maturity framework (P3M3) be endorsed.
2. That officers be requested to submit the revised improvement plan to the 18 September 2009 meeting of the Capital Projects Committee.
3. That the Local Government Association '4P's' Panel be invited to the 6 November 2009 meeting of the Capital Projects Committee.

CP/05/09 METROLINK PHASE 3A AND MEDIA CITY UPDATE

Consideration was given to a report providing Members with an update on Metrolink Phase 3A and Media City extensions.

Members requested the inclusion of operational maps to support future reports concerning Metrolink.

The Committee's attention was drawn to a recent consultation meeting relating to the South Manchester Metrolink alignment arranged without the knowledge of all relevant local authority councillors. Officers undertook to establish a protocol to ensure that appropriate local authority councillors were made aware of all local consultation meetings as a matter of course.

Members highlighted the outstanding planning applications yet to be submitted and suggested that close working relationships be maintained with local authority planning officers to ensure the timely submission of relevant planning applications to minimise the risk of any delays to the extension of Metrolink.

Officers assured the meeting that the costs for removal and maintenance of Japanese Knotweed were contained within the contract and undertook to circulate a briefing note on the process and future maintenance to contain the problem of Japanese Knotweed to all Members of the Capital Projects Committee.

It was suggested that the status of planning requirements for the arrangements for Chorlton Metrolink Station be reviewed to minimise any delays in progress.

Officers confirmed that the Media City Metrolink line was programmed to become operational from June 2010. The proposals included the operation of a shuttle service between Media City and Cornbrook during the peak period, with passengers interchanging services at Cornbrook to access Manchester City Centre and during the off-peak the Eccles service would also divert to access Media City and then continue its route into Manchester City Centre.

RESOLVED/-

1. That the report and progress made to date on Metrolink Phase 3A and Media City extensions be noted.
2. That GMPTE/GMITA officers be requested to establish a protocol to ensure that appropriate local authority councillors were made aware of all local consultation meetings, as a matter of course.
3. That officers be requested to work with relevant local planning officers to ensure all planning applications be submitted as soon as practicable.
4. That officers be requested to circulate a briefing note to all Members of the Capital Projects Committee on the process undertaken and future maintenance to address the problem of Japanese Knotweed.
5. That officers be requested to review the status of the planning requirements for the revised arrangements for Chorlton Metrolink Station.
6. That officers be requested to include maps to support future Metrolink reports.

CP/06/09 METROLINK SERVICE ENHANCEMENT PROGRAMME (SEP) AND SERVICE IMPROVEMENT PROGRAMME (SIP)

Consideration was given to a report providing Members with an update on the Metrolink Service Enhancement Programme (SEP) and Service Improvement Programme (SIP).

Officers advised the meeting that consultation had been undertaken with a number of stakeholders on the preliminary shelter designs for St Peters Square, co-ordinated by Manchester City Council with GMPTE in attendance, with further consultation on the final designs planned. A list of all key stakeholders involved in the consultation had been established.

Officers confirmed that work with the 'Art Strategy' consultants was ongoing with the next stage of the work focussing on the incorporation of the 'Art Strategy' into the new Metrolink

shelters. Progress would be reported back to the 18 September 2009 meeting of the Capital Projects Committee.

Operational testing of the new Metrolink vehicles in Vienna was proceeding well, with the first of the new vehicles scheduled to arrive in Manchester on 13 July 2009. Further extensive operational testing on the Metrolink system would be undertaken before any announcement on the operational date.

As part of the preparatory works for the planned August 2009 blockade, the work undertaken during the last closure of the Altrincham Metrolink line in 2006 had been reviewed to establish a base line for replacement bus service services requirements. Officers were confident that the capacity identified for the period during the August 2009 blockade would address demand; this included replacement bus services and the operation of an express bus service along Manchester Road. All arrangements would be included in the communications plan which would be rolled out over the forthcoming weeks.

It was reported that real time information would initially be available on the Metrolink platforms through the upgrade programme, and that there was potential to roll out the information to the internet and mobile phones in the future. Further detail on this would be the subject of a report to a future meeting of this Committee.

Officers confirmed that works to existing Metrolink station buildings would be limited to cleaning and upgrading/re-pointing the façade of the buildings, including the new Metrolink livery and would not include any physical building redesign.

Options for the future of the Mosley Street Metrolink stop were still under assessment.

The Chair of the Committee concluded that an early decision on the future of the Mosley Street Metrolink stop was required and that a report be produced as a matter of urgency to the 18 September 2009 meeting the Capital Projects Committee at the latest.

Officers also confirmed that the design brief for the new Metrolink shelters was flexible enough to be able to respond to the demands of individual Metrolink stop requirements.

RESOLVED/-

1. That the report be noted and that officers ensure full consultation was undertaken with all interested parties, including the St Peters Square Conservation Partnership and the British Legion regarding the proposals for platform works at St Peters Square.
2. That officers be requested to submit a progress report on the implementation of the 'Arts Strategy' as part of the new Metrolink shelters programme to the 18 September 2009 meeting of the Capital Projects Committee.
3. That officers be requested to submit a report on the proposals for the Mosley Street Metrolink stop to the 18 September 2009 meeting of the Capital Projects Committee at the latest.

4. That officers be requested to develop a communications plan for the introduction of the new Metrolink vehicles, at the appropriate time.
5. That officers be requested to consider the roll out of Metrolink real time information to include internet and mobile phone technology as part of the next phase of work.

CP/07/09 DATES OF FUTURE MEETINGS

RESOLVED/-

1. That the future meeting dates of the Capital Projects Committee, as agreed at the Annual Meeting of the Authority held on 19 June 2009 be noted as follows:

Friday 18 September 2009	-	10.30am
Friday 6 November 2009	-	10.30am
Friday 15 January 2010	-	10.30am
Friday 5 March 2010	-	10.30am

2. That additional meetings of the Capital Projects Committee be arranged as required, subject to the approval of the Chair of the Committee.

CP/08/09 EXCLUSION OF PRESS AND PUBLIC

RESOLVED/-

That That under section 100(A) (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as set out in paragraph 3, Part 1, Schedule 12A, Local Government Act 1972.

CP/9/09 EXERCISE OF OPTION TO OPERATE METROLINK PHASE 3A

Consideration was given to a report providing Members with an update on exercising the option with Stagecoach to operate Metrolink Phase 3A.

Members highlighted the recent events whereby Government had taken on the contractual obligations for operating the East Coast Main Line and requested officers ensure that the GMITA had mitigated similar risks for the operation of Metrolink Phase 3A.

RESOLVED/-

1. That the proposal to exercise the option with Stagecoach to operate Metrolink Phase 3A be endorsed.
2. That officers be requested to submit a report to the 18 September 2009 meeting of the Capital Projects Committee regarding the operational arrangements in the event of the contractor being unable to meet its contractual commitments.