

## Confidential Commercially Sensitive Information

## Highways England Confirmation of Task Order



Confidential and Commercially Sensitive Information which shall not be disclosed to third parties

Supplier:	Mouchel		
Project Title:	Norcross Congestion Relief Scheme		
Contract Ref.	2588	CPA No.:	BPA No.:
PIN Description:	CPP A585 Norcross improvement	Sub Pin:	PIN No.:
HE Reference:	NW 140 17/18Mouchel	HE Ordering Officer:	
Consultant Ref:	NW 140 WSP	Consultant Contact:	
Start & End Date:	22/12/2017 - 28/02/2018	CTO Authorisation No.	

Task Overview	30/1/17
<p>Mouchel has been requested by Highways England to deliver the feasibility / scheme development work and associated appraisal required for the four named Congestion Relief Schemes. These four schemes are as follows;</p> <ul style="list-style-type: none"> <li>• A66 Chapel Brow (A66/A595 Great Clifton),</li> <li>• A66 Fitz (A66/A595/Low Road),</li> <li>• A585 Norcross, and</li> <li>• M55 J3.</li> </ul> <p>This method statement relates specifically to the Norcross scheme, and the work will be undertaken by WSP, who are lead consultants in relation to the north-west Spatial Planning Framework.</p> <p>The overarching requirement of a feasibility design process is the progression of an initial design to a stage whereby it can be reasonably expected there will be no substantial changes during detailed design.</p> <p>The first requirement of this scheme is to ensure that it progresses in a manner which allows it to accommodate / take into account the considerations discussed above, and is assessed in a way which allows Highways England to understand both its potential and limitations in this regard. Ensuring that the progression of this scheme is linked to Highways England's forward planning of the network from a Spatial Planning perspective is imperative in ensuring that both short, medium and longer term infrastructure is planned for accordingly, and also allowing Highways England to react to planning applications in the study area with more certainty, than might otherwise be expected.</p> <p>The second requirement of this process is the progression of an initial design to a stage whereby it can be reasonably expected there will be no substantial changes during detailed design. This is also known as a feasibility design process, and it is crucial at this stage that economic growth considerations are fully explored in relation to the scheme. It is expected that the feasibility design will take into account the following seven overarching considerations;</p> <ol style="list-style-type: none"> <li>1. Highway design,</li> <li>2. Street lighting design,</li> <li>3. Drainage design,</li> <li>4. Signals design,</li> <li>5. Topographical survey,</li> <li>6. QS inputs, and</li> <li>7. Geotechnical inputs.</li> </ol> <p>The first four elements relate to feasibility design and the last three elements to site investigations etc.</p> <p>The target completion date for the exercise is mid-January 2018, in order to allow for a full hand over to Highways England's Design Services Contract in order for the Detailed Design and scheme delivery to be progressed. WSP are keenly aware of the reputational risk associated with slippage of the feasibility programme.</p> <p>It is noted that this scheme is indicated in the supplied brief as being at 'option development' stage – and whereas there has been in the past a preferred option, there is a requirement to sense-check the layout once the initial test has been undertaken within the microsimulation analysis. As such, this Method Statement is based around there being a fixed scheme design, which will be reviewed solely from the perspective of minor variation within the existing concept.</p> <p>The Vissim analysis of the scheme is part of the associated appraisal of the improvement, and includes the following elements;</p> <ol style="list-style-type: none"> <li>1. Vissim base model and Local Model Validation Report,</li> <li>2. Scheme testing and options,</li> <li>3. Scheme Appraisal Report production and COBA analysis, and</li> <li>4. Sensitivity testing for altered driver behaviour.</li> </ol> <p>The appraisal elements are designed to ensure that an appropriate understanding of the scheme's operational benefits are derived, relating not only to the junction in question, but also to upstream and downstream changes as a result of the scheme. In this regard, the model will need to extend to include the Windy Harbour to Skipool major improvements scheme.</p>	

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**Task Objectives and Milestones**

**Summary of Objectives:**

The objectives of this task are; 1). Review the initial design provided. 2). Undertake site investigations. 3). Undertake feasibility design in accordance with Highways England requirements. 4). Build appropriate assessment tools. 5). Consider variant options. 6). Appraise the scheme. 7). Report findings to Highways England. 8). Handover information to DSC team for detailed design delivery.

These objectives will be delivered through the following six milestones:

- Milestone 1 – Method Statement
- Milestone 2 – Overarching Programme Management
- Milestone 3 – Site Investigation
- Milestone 4 – Feasibility Design
- Milestone 5 – Base Modelling and Scheme Testing
- Milestone 6 – Appraisal

Project management of milestones 3 and 4 will be undertaken by [redacted] and by [redacted] for milestones 5 and 6.

Milestone 2 relates to the management of the overall Congestion Relief Scheme programme for these four schemes at the feasibility design stage, and will be undertaken primarily by [redacted] and [redacted].

**Task Outcomes**

The outcome of this task will be a feasibility design based around the need and progression of an initial design to a stage where it is expected there will be no substantial changes during detailed design.

<b>Project Risk and Management</b>			
<p>List of risks:</p> <ul style="list-style-type: none"> <li>• Changes in scope and scale of design requirements,</li> <li>• Level of available clarity regarding specific requirements of this stage of the design process,</li> <li>• Altered or specific new requirements of feasibility design process as the programme progresses,</li> <li>• Level of scrutiny associated with these four schemes,</li> <li>• Prescribed delivery timescales and use of third party consultants, and</li> <li>• Potential need to agree appraisal methodology with Highways England TAME.</li> </ul> <p>The above risks will be managed and mitigated, where possible, through effective project management and close liaison with stakeholders / third parties.                      Regular progress meetings will be held with representatives from Highways England, on both a project specific and overall programme basis.                      It is recommended that Highways England allow for a contingency of funds to the overall programme should the scope and scale of the design requirements alter in any way from those assumed in these method statements.</p>			
<b>Project Title:</b>	Norcross Congestion Relief Scheme	<b>HE Reference:</b>	NW 140 17/18Mouchel
<b>HE Project Sponsor</b>	Sign: <span style="background-color: black; color: black;">[REDACTED]</span>	Print Name: <span style="background-color: black; color: black;">[REDACTED]</span>	Date: 4.1.18
<b>Management Approver:</b>	Sign: <span style="background-color: black; color: black;">[REDACTED]</span> <input checked="" type="checkbox"/> Budget Available	Print Name: <span style="background-color: black; color: black;">[REDACTED]</span>	Date: 04/02/18
<b>Contractual Approval:</b>	<span style="background-color: black; color: black;">[REDACTED]</span>	Print Name: <span style="background-color: black; color: black;">[REDACTED]</span>	Date: 8.1.18
<b>Fee Type:</b>	Target Cost		
<b>Notification of Non Conflict:</b>	<span style="background-color: black; color: black;">[REDACTED]</span> has signed the notification of non conflict or management of conflict for this task		

\* Approval given 19/6/17 by [REDACTED].

