

# Public Document Pack

## MCA - Officer Delegated Decisions

1 June 2022 at 10.00 am

### Agenda

<b>Agenda Ref No</b>	<b>Subject</b>	<b>Lead</b>	<b>Page</b>
1	TCF - A630 Bus Improvements	Stephen Edwards	5 - 8
2	Appointment of Network Rail for the next stage of the Magna Tram Train Stop and P&R project	Stephen Edwards	9 - 16

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**FROM: DIRECTOR OF PUBLIC TRANSPORT DEVELOPMENT**

**SUBJECT: TCF – A630 BUS IMPROVEMENTS SCHEME**

**DATE OF MEETING: 01 JUNE 2022**

Key Decision paper	Report signed off for publication?	Officer Decision Form required?	GMB	STOB	TEB	ARAP	MCA	ASRC	Approval/ Information
Yes	Yes	Yes	X	X	X	X	06/06	X	Approval

## EXECUTIVE SUMMARY

This report seeks approval to enter into a Legal Agreement with Doncaster Metropolitan Borough Council (DMBC) to undertake works at a cost of £1,256,920. This will enable DMBC to deliver the works for the A630 Bus Improvements, which will deliver bus journey time, punctuality and reliability improvements. This project is funded from the Transforming City Fund (TCF) and within the Outline Business Case (OBC) approved baseline budget of £1.6m. This approval is subject to approval of the Full Business Case (FBC) at the June 2022 MCA.

### 1. REASON FOR REPORT

This report seeks approval to enter into a legal agreement with DMBC to deliver the A630 Bus Improvements TCF Project at a total cost of £1,256,920.

### 2. RECOMMENDATIONS

That approval is given, subject to full FBC approval by MCA Board, to enter into a Legal Agreement with DMBC for the delivery of the A630 Bus Improvements TCF Project at a cost of £1,256,290.00.

### 3. BACKGROUND INFORMATION

- 3.1 The A630 Bus Improvements (bus junction technology update) Project will deliver enhanced traffic signal technology along the A630 corridor to improve bus journey time, punctuality and reliability. Fifteen junctions have been identified along the A630 corridor to upgrade to latest version of Microprocessor Optimised Vehicle Actuation (MOVA M8) technology.
- 3.2 The OBC approved baseline budget for the project is £1,600,000.
- 3.3 The FBC was reviewed by the SYMCA Assurance Panel on 25 April 2022 with a recommendation to seek approval at SYMCA MCA Board in June 2022.
- 3.4 A legal agreement has been drafted between SYMCA and DMBC that sets out the terms of the contractual relationship between SYMCA, DMBC and the

contractor. SYMCA will be responsible for ensuring that the overall TCF grant delivers value for money. As the contracting authority, DMBC will be adhering to its own financial and contract standing orders.

- 3.5 The procurement to select a preferred contractor has been carried out by DMBC. DMBC will be the client for the contractor that will deliver the scheme.
- 3.6 The project cost is £1,256,920 and this will be paid to DMBC who will deliver the project.
- 3.7 Once the upgrade of traffic signal technology is completed, DMBC will be responsible for the ongoing traffic signal maintenance costs through DMBC's maintenance budgets.

4. **IMPLICATIONS**

4.1 **CONTRIBUTION TO SYPTE BUSINESS PLAN DELIVERY**

- Promote the use of public transport and maximise **patronage**
- Make the most of **new technology** to improve public transport services
- Work with partners to reduce the impact public transport has on **Air Quality** and the **Environment**
- Get the best return for the region from **our investment** in public transport

4.2 **RISK**

Associated Risk Reference(s) from risk register

Describe existing or new risks as a result of this paper and any mitigations which are available.

4.3 **FINANCIAL**

- Existing Budget  No Budget
- No Financial Implications

Awaiting outcome of TCF FBC approval decision anticipated at SYMCA Board on 01 June 2022.

Budget code to be used to fund:	<b>5217-2019-0091963</b>
If capital, specify capital funding source available:	<b>SYMCA TCF £ 1,600,000</b>
If virement specify which budget code:	
Have Finance been consulted?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Person contacted in Finance	<b>Liz Lawson - meeting held 04/05 and copy of cost plan emailed.</b>
Date Finance consulted	<b>04 May 2022</b>

4.4 **LEGAL AND FREEDOM OF INFORMATION ACT**

Does the report contain information which is potentially exempt from the Freedom of Information Act? Y N

Are there any exceptions to Standing Orders which need approval? 

Y	N
<input type="checkbox"/>	<input checked="" type="checkbox"/>

Other Legal Implications 

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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4.5 INFORMATION TECHNOLOGY IMPLICATIONS

Have IT been consulted on the proposals in this paper and do the recommendations require amendments or new IT software systems or infrastructure?

<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	No

4.6 GENERAL DATA PROTECTION REGULATION

Does the paper have implications for the handling, transfer, processing or management of customer or other personal data? 

Y	N
<input type="checkbox"/>	<input checked="" type="checkbox"/>

Is there a requirement to conduct a Privacy Impact Assessment? If so, please include as an appendix. 

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Data retention requirements 

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Other Data implications 

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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4.7 HUMAN RESOURCE IMPLICATIONS

Have HR been consulted on the proposals in this paper?

<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	No

Does the paper have implications for any of the following? **No**

<input type="checkbox"/> Individual job roles/responsibilities/grades	<input type="checkbox"/> Resources
<input type="checkbox"/> Skills requirements, e.g. training needs	<input type="checkbox"/> Policies and procedures

4.8 EQUALITY AND DIVERSITY

Does the paper have implications for any of the following;? **No**

<input type="checkbox"/> Age	<input type="checkbox"/> Disability
<input type="checkbox"/> Gender	<input type="checkbox"/> Gender reassignment
<input type="checkbox"/> Marriage and civil partnership	<input type="checkbox"/> Religion or belief
<input type="checkbox"/> Pregnancy and maternity	<input type="checkbox"/> Race
<input type="checkbox"/> Sexual orientation	

Is an Equality Impact Assessment (EIA) needed	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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#### 4.9 COMMUNICATIONS AND STAKEHOLDER MANAGEMENT

Does the paper have implications for any of the following;

<input type="checkbox"/>	Stakeholders	<input type="checkbox"/>	Internal communications
<input type="checkbox"/>	Media and Press (including reactive communications)	<input type="checkbox"/>	Marketing plans and campaigns
<input type="checkbox"/>	Mayoral activities (presenting either a risk or opportunity)	<input checked="" type="checkbox"/>	No communications and stakeholder implications

No Mayoral Briefing Document is required.

#### 4.10 ENVIRONMENTAL STRATEGY IMPLICATIONS

Do the recommendations in this paper change SYMCA's environmental impact?

<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	No

#### 4.11 CHANGE MANAGEMENT IMPLICATIONS

Does the paper result in any significant change management activity;

<input type="checkbox"/>	A Business Case is required to proceed	<input type="checkbox"/>	A Project Initiation Document is required to proceed
<input type="checkbox"/>	Managed through BAU change activities	<input checked="" type="checkbox"/>	No change management implications

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# Senior Management Team

FROM: DIRECTOR OF PUBLIC TRANSPORT DEVELOPMENT

SUBJECT: MAGNA TRAM-TRAIN STOP AND P&R - APPOINTMENT OF NETWORK RAIL

DATE OF MEETING: 01 JUNE 2022

Key Decision paper	Report signed off for publication?	Officer Decision Form required?	GMB	STOB	TEB	ARAP	MCA	ASRC	Approval/ Information
Yes	Yes	Yes	X	X	X	X	X	X	Approval

## EXECUTIVE SUMMARY

Update on progress with the Magna Tram-Train stop including approval to appoint Network Rail for the next phase of the project up to a budget ceiling figure of £651,780 funded from a combination of SYMCA Transforming Cities Fund (TCF) and Integrated Transport Block (ITB).

### 1. REASON FOR REPORT

This report seeks approval to appoint Network Rail for the next stage of the Magna Tram-Train stop and Park & Ride (P&R) project ES4 - Project Design (see below) under a Development Services Agreement (DSA) up to a budget ceiling cost of £651,780.

### 2. RECOMMENDATIONS

It is recommended that SMT:

- 2.1 Note the progress made to date, including the imminent submission of the Full Business Case, which following appraisal will be presented to the September 2022 MCA Board for approval, completing the final SYMCA Assurance Process milestone.
- 2.2 Approve SYMCA entering into a Development Services Agreement with Network Rail up to a budget ceiling figure of £651,780 to undertake the next phase of the project, Project Design [ES4] for the new Tram-Train stop at Magna.

### 3. BACKGROUND INFORMATION

- 3.1 This ambitious project is the first to grow the Tram-Train network since opening in 2018.
- 3.2 The Magna Science and Adventure Park (known as Magna) opened in 2001 in the former steelworks in the Templeborough area of Rotherham. The centre provides

an educational experience for families and schools focusing on science and technology, though in recent years, the company has looked to expand and diversify its business by hosting events and conferences. The site is located on A6178 Sheffield Road close to Junction 34 of the M1 and whilst Sheffield Road is served by local bus routes a significant majority of trips to the centre are made by car (or coach for school parties) with free car parking provided. The Tram-Train line runs to the rear of Magna offering an ideal opportunity to build a new stop serving both Magna and the wider residential/business area thus improving public transport connectivity and providing more environmentally sustainable transport options for accessing Magna and the wider Templeborough/Sheffield Road area. Making use of existing underutilised parking supply at Magna is a cost-effective way of providing Park & Ride (P&R) facilities at this location helping to address major congestion between Rotherham and Sheffield particularly at Junction 34 of the M1 and also help to improve air quality. Much of this corridor is located within an Air Quality Management Area (AQMA), including the city-wide AQMA in Sheffield.

- 3.3 Both Rotherham Metropolitan Borough Council (RMBC) and Magna have recently been successful in obtaining funding via Towns Deal (£6.5m) and Levelling Up (£1.8m) for investment in the Templeborough area and Magna Science & Adventure Centre. This in addition to the already approved SYMCA Transforming Cities Fund (TCF) investment in active travel proposals will see a significant investment in the Templeborough area in the coming years, with the new Tram-Train stop being at the heart of this.
- 3.4 The Outline Business Case (OBC) for the project was approved by the MCA Board in July 2021 and the Full Business Case (FBC) is currently being finalised for submission shortly. Once assurance of the FBC has been completed it is programmed to submit the FBC to the September MCA Board for approval. This will complete the final SYMCA assurance process milestone. Work done on the Economic Case for the FBC indicates the project has a current Benefit Cost Ratio (BCR) of 2.57 indicating high value for money.
- 3.5 SYMCA have engaged the services of Network Rail (NWR) for delivery of the Tram-Train stop which is being developed in line with NWR's investment process and contractual framework for third party investment in the railway. It should be noted that the appointment of NWR is for delivery of the Tram-Train stop only. It was agreed at an early stage that it would be more cost effective for SYMCA to deliver the P&R element independently, which is being progressed in parallel. NWR are managing the project in line with the recently introduced Project Acceleration in a Controlled Environment (PACE) framework which sets out how they manage and control investment projects on the rail network. This framework has replaced the previous Governance for Railway Investment Projects (GRIP) process. PACE provides a more flexible control framework enabling Sponsors and Project Managers to tailor the controls to better meet the requirements of their project. The NWR (PACE) stages are shown in the table below:



Phase	Milestone	Description
Development & Project Selection	ES1	Client requirement defined and baselined
	ES2	Constraints identified and project feasibility confirmed
	ES3	Single option identified and endorsed
Project Design	ES4	Design standards approved and Approval in Principle
	ES5	Construction ready design approved
Project Delivery	ES6	Construction complete
Project Close	ES7	Project demobilised and handed back to Sponsor
	ES8	Contractual accounts settled, warranties transferred to maintainer, formal closeout

3.6 Following early pre-feasibility work into whether a new Tram-Train stop at Magna was achievable within the current timetable and operational parameters, NWR were appointed in April 2021 under a formal Development Services Agreement (DSA) to undertake the initial phase of Development and Project selection ES1 to ES3. This phase of work has now been completed and the outputs and deliverables from the ES3 stage, highlighted below, have been used to inform the FBC:

- Option Selection Report
- Diversity Impact Assessment
- Stakeholder Management Plan
- Land and Consents Strategy
- Preliminary system definition and Safety Verification
- Summary Cost Report
- Risk Register and Quantified Risk Assessment
- High level delivery programme

3.7 During this stage SYMCA have also commenced discussions with both NWR and Supertram regards the future ownership and operational responsibility of the stop, and these discussions remain ongoing. The current assumption is that NWR will lease the new Tram-Train stop to SYMCA who will act as Station Facility Owner (SFO) with separate arrangements in place between SYMCA and Supertram for day-to day operation. This would be consistent with the arrangements in place at Rotherham Central (platform extensions) and Parkgate. The project will attract ongoing revenue costs, which is discussed further at section 4.3 below.

3.8 It is now proposed to appoint NWR for stage ES4 (Project Design) which is programmed to commence in June and a draft DSA has been developed for this stage. NWR intend to proceed on a Design & Build basis and this stage of the project will see NWR bring on board a Principal Works Contractor (PWC), appointed from their construction framework, to commence the project design and plan for the construction phase of the project. Upon completion of ES4 NWR will be in a position to provide, as a minimum:

- Approval in Principal design
- Constructability report
- Construction Programme
- Contract Price for the Project Delivery Phase [ES5 to ES8].

- 3.9 Costs associated with the ES4 DSA are estimated to be up to £651,780 including NWR's fees and PWC costs.
- 3.10 Entry into contract for the Delivery Phase [ES5 to ES8] will be undertaken at a later stage via a separate NWR Implementation Agreement and will be the subject of a future approvals report, expected in Autumn 2022 ahead of construction currently programmed to commence on site Spring 2023. It is currently forecast that the new stop and P&R will be fully completed and operational Autumn 2023.

#### 4. IMPLICATIONS

##### 4.1. CONTRIBUTION TO SYPTE BUSINESS PLAN DELIVERY

✓	Promote the use of public transport and maximise <b>patronage</b>
	Make the most of <b>new technology</b> to improve public transport services
	Work with partners to reduce the impact public transport has on <b>Air Quality</b> and the <b>Environment</b>
	Get the best return for the region from <b>our investment</b> in public transport

##### 4.2. RISK

None	Associated Risk Reference(s) from risk register
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Describe existing or new risks as a result of this paper and any mitigations which are available.

<p><b>There are no direct risks as a result of this paper</b>, however in addition to constructability risks identified to date by NWR there remain a number of high-level delivery risks to the project which are detailed in the table below:</p>		
Risk	Mitigation	Owner
Medium/Long term viability of Supertram Network/Tram-Train including future investment requirements and move to re-franchising	Ongoing work on Mass Transit OBC and options for re-franchising of Tram network	SYMCA
Construction Market Conditions and impact on project budget [Accuracy of estimates at current stage ES3]	Cost allowance included in QRA for risk of contract price higher than budget. To be continually monitored during ES4 with NWR framework contractor, seek agreement on mechanism to reduce/minimise risk	SYMCA (Project Manager) Network Rail
Agreement cannot be reached with Supertram on the future 'operating' model for the new Tram-Train stop resulting in delays to bringing the stop into use.	Discussions ongoing re operation and maintenance responsibility and legal agreements required to facilitate operational phase. Linked to long term future of tram network and future franchising model.	SYMCA (Project Manager /Legal/Tram Concession Manager)

Performance of Network Rail (Delivery to programme and cost)	Whilst NWR are operating under contract to SYMCA there remains the risk of non-performance/adherence to programme, as experienced to date with associated delays to delivery programme. PM to continue to manage NWR delivery and raise non-performance with SRO as required.	SYMCA (Project Manager)
Planning Permission not being granted, or conditions imposed affecting scope and programme	RMBC planning officer consulted and planning application due for submission early July	SYMCA (Project Manager)
Risk that agreement cannot be reached with Magna on the Lease arrangements required for access to the TT stop and P&R	Initial discussions between parties very positive. Draft Agreement outlining Terms & Conditions being prepared	SYMCA (Project Manager /Legal)

#### 4.3. FINANCIAL

Existing Budget
  No Budget  
 No Financial Implications

Budget code to be used to fund:	<b>5209-02019-0091819</b>
If capital, specify capital funding source available:	<b>As detailed below</b>
If virement specify which budget code:	<b>N/A</b>
Have Finance been consulted?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Person contacted in Finance	<b>Liz Lawson – Capital Geoff Taylor – Revenue</b>
Date Finance consulted	<b>Liz Lawson – 13/05/2022 Geoff Taylor – 18/05/2022</b>

Based on current estimates the total project costs are expected to be £7.2m

There are no direct revenue implications as a result of this paper, however once completed and operational the new facility will require revenue funding for ongoing maintenance/repair etc which will fall to SYMCA to fund. Current estimate is an additional £30k of revenue expenditure per annum.

There will be no implications for the 2022/23 revenue budget however provision will need to be made in Q3/Q4 2023/24 budgets. Beyond March 2024 the position is less clear and will depend upon the route taken for re-franchising of the Tram and Tram/Train network.

#### 4.4. LEGAL AND FREEDOM OF INFORMATION ACT

**Y N**

Does the report contain information which is potentially exempt from the Freedom of Information Act?

	<b>Y</b>	<b>N</b>
Are there any exceptions to Standing Orders which need approval?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Other Legal Implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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4.5. INFORMATION TECHNOLOGY IMPLICATIONS

Have IT been consulted on the proposals in this paper and do the recommendations require amendments or new IT software systems or infrastructure?

<input type="checkbox"/>	Yes
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4.6. GENERAL DATA PROTECTION REGULATION

	<b>Y</b>	<b>N</b>
Does the paper have implications for the handling, transfer, processing or management of customer or other personal data?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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Data retention requirements	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Other Data implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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4.9. COMMUNICATIONS AND STAKEHOLDER MANAGEMENT

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No Mayoral Briefing Document is required.

4.10. ENVIRONMENTAL STRATEGY IMPLICATIONS

Do the recommendations in this paper change SYMCA's environmental impact?

<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	No

4.11. CHANGE MANAGEMENT IMPLICATIONS

Does the paper result in any significant change management activity:

<input type="checkbox"/>	A Business Case is required to proceed	<input type="checkbox"/>	A Project Initiation Document is required to proceed
<input type="checkbox"/>	Managed through BAU change activities	<input checked="" type="checkbox"/>	No change management implications

**Author:** Steve Mullett, Principal Project Manager  
**Tel:** 0114 2211347  
**Email:** [steve.mullett@southyorkshire-ca.gov.uk](mailto:steve.mullett@southyorkshire-ca.gov.uk)

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