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Thursday, 28 November 2024

To All Councillors:

As a Member of the **Ashbourne Reborn Programme Board**, please treat this as your summons to attend a meeting on **Friday, 6 December 2024 at 10.00 am** in the **Council Chamber, Town Hall, Matlock, DE4 3NN**

Yours sincerely,

Paul Wilson  
Chief Executive

This information is available free of charge in electronic, audio, Braille and large print versions, on request.

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## AGENDA

### 1. APOLOGIES FOR ABSENCE

Please advise the Democratic Services Team on 01629 761133 or email [committee@derbyshire.gov.uk](mailto:committee@derbyshire.gov.uk) of any apologies for absence.

### 2. PUBLIC PARTICIPATION

To enable members of the public to ask questions, express views or present petitions, **IF NOTICE HAS BEEN GIVEN**, (by telephone, in writing or by email) **BY NO LATER THAN 12 NOON OF THE WORKING DAY PRECEDING THE MEETING**. As per Procedural Rule 14.4 at any one meeting no person may submit more than 3 questions and no more than 1 such question may be asked on behalf of one organisation.

### **3. INTERESTS**

Members of the Programme Board are required to declare the existence and nature of any interests they may have in subsequent agenda items in accordance with the Ashbourne Reborn Programme Board Code of Conduct. Those interests are matters that relate to money or that which can be valued in money, affecting the Member, their partner, extended family and close friends. Interests that become apparent at a later stage in the proceedings may be declared at the time.

### **4. APPROVAL OF MINUTES OF PREVIOUS MEETING (Pages 3 - 8)**

22 October 2024

### **5. ASHBOURNE REBORN PROGRAMME UPDATE (Pages 9 - 32)**

The report summarises activity to progress the Ashbourne Reborn Programme, including the recent submission of a Project Adjustment Request, PAR, to MHCLG, highlights key programme risks and sets out next steps.

#### **5.a PROGRESS OVERVIEW**

#### **5.b ASHBOURNE METHODIST CHURCH UPDATE**

#### **5.c DERBYSHIRE COUNTY COUNCIL UPDATE**

### **6. COMMS UPDATE**

### **7. PROGRAMME PARTNER UPDATES**

Members of the Programme Board - Councillor David Hughes (Chair), Councillor Simon Spencer (Vice-Chair) (Derbyshire County Council), Councillor Peter Dobbs, Councillor Steve Flitter, Councillor Stuart Lees, John Whitby MP, Councillor Steve Bull (Derbyshire County Council), Tony Walker (Ashbourne Methodist Church), Anne Wright (Ashbourne Town Team), Sue Bridgett (Ashcom), Councillor Anthony Bates (Ashbourne Town Council).

### **NOTE**

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## Ashbourne Reborn Programme Board

**Minutes of a Ashbourne Reborn Programme Board meeting held at 1.30 pm on Tuesday, 22nd October, 2024 in the Council Chamber, Town Hall, Matlock, DE4 3NN.**

### PRESENT

Councillor David Hughes (DDDC) - In the Chair

Board Members: Councillor Anthony Bates (Ashbourne Town Council), Sue Bridgett (Ashcom), Councillor Steve Bull (DCC), Councillor Peter Dobbs (DDDC), Councillor Stuart Lees (DDDC) and Anne Wright (Ashbourne Town Team)

Present as substitute(s): Councillor Charlotte Cupit (DCC) and John Barker (Ashbourne Methodist Church)

Matt Allanson (Arcadis), Steve Capes (Director of Place and Economy), Giles Dann (Regeneration and Place Manager), Karen Henriksen (Director of Resources), Kevin Parkes (DCC Head of Professional Services - Highways Delivery), Anna Paxton (Communications Officer (Ashbourne Reborn)), Tommy Shaw (Democratic Services Team Leader) and Laura Simpson (Principal Regeneration Officer)

### Note:

*“Opinions expressed or statements made by individual persons during the public participation part of a Council or committee meeting are not the opinions or statements of Derbyshire Dales District Council. These comments are made by individuals who have exercised the provisions of the Council’s Constitution to address a specific meeting. The Council therefore accepts no liability for any defamatory remarks that are made during a meeting that are replicated on this document.”*

### APOLOGIES

Apologies for absence were received from: Councillor Steve Flitter (DDDC), Councillor Simon Spencer (DCC), Tony Walker (Ashbourne Methodist Church), John Whitby MP (Derbyshire Dales Constituency) and Paul Wilson (Chief Executive)

### 43 - PUBLIC PARTICIPATION

There was no public participation.

#### **44 - INTERESTS**

There were no declarations of interest.

#### **45 - APPROVAL OF MINUTES OF PREVIOUS MEETING**

It was moved by Councillor Anthony Bates, seconded by Councillor Peter Dobbs and

**RESOLVED** (unanimously)

That the minutes of the meeting of the Ashbourne Reborn Programme Board held on 20 September 2024 be approved as a correct record.

The Chair declared the motion **CARRIED**.

#### **46 - Ashbourne Reborn Programme Update**

##### **46a - Ashbourne Methodist Church Update**

John Barker, Ashbourne Methodist Church, presented Board Members with an update on the progress of the Link Community Hub Project. A letter of intent had been agreed with the preferred contractor, agreeing to proceed towards establishing a formal contract by December 2024 and detailing the instructions for an initial package of preparatory works on the project in advance of the final detail of the full works package being agreed. Board Members were informed that the contractor's programme of works were due to begin on site on the 11<sup>th</sup> November 2024. It was also noted that other preparatory work was also ongoing through volunteers and smaller, specialist contractors to enable the main construction period to begin in early January. Main contractor completion on site was expected by the 19<sup>th</sup> December 2025.

Notification had been received from Natural England that the application for a Bat Licence had been successful, this would allow for works to be undertaken to the roof structures at the correct time of the year and within the terms of the licence.

Board Members congratulated the Link Community Hub Team for all their hard work completed to date.

##### **46b - Derbyshire County Council Update**

Kevin Parkes, Derbyshire County Council, provided Board Members with a progress update for the Highways and Public Realm Project. It was noted that significant progress had been made since the last meeting of the Programme Board. Matt Allanson (Arcadis) also attended the meeting in order to give an update on the financial position of the project, specifically the progress of negotiations with Galliford Try to keep the project within budgetary constraints.

Board Members were informed of the progress of the rescoping exercise. Revised designs were expected by the end of the week which would allow for work to be undertaken with the contractor to establish the revised costs. It was estimated that these revisions would bring the costs back within budgetary contingencies. This would allow for works to begin on site in January 2025 with completion by the end of the 2025 calendar year.

Matt Allanson informed the Board that following receipt of the most recent target cost information from the contractor, a list of rescoping activities had been proposed to the Project Control Board (PCB) which would be required in order to deliver the project within budget. It had been agreed that the required rescoping activities would be brought back to the PCB for final decisions following the technical review.

In relation to utilities, it was noted that a ground penetration survey had been completed to establish the depth of the utilities in the area of the proposed works. Negotiations had begun with the utility companies with the aim of avoiding any potential delays or diversions to the programme works.

Board Members were also informed of the potential for the temporary closure of St John Street to save in the region of £350,000 as it would allow for the contractor to work in a more efficient manner, with significant time and associated cost savings. It was noted that this would be a closure to traffic only, pedestrian access and delivery access to businesses would be maintained. It was also noted that the closure of St John Street was not proposed to start until after the conclusion of Shrovetide and was planned to be open again for the school summer holiday, which should help to accommodate visitor traffic and support businesses through the important summer season. It was also noted that St John St had been highlighted at this point because of the need to understand the cost saving associated with different management options. However, other temporary partial and full road closures would be required to enable the delivery of the Programme, with further detail of the traffic management approach inc. diversion routes to be confirmed by DCC as soon as possible.

#### **46c - Progress Overview and Adjustments to Expenditure Profile**

Laura Simpson, Ashbourne Reborn Programme Manager (Derbyshire Dales District Council) introduced an update report which provided Board Members with information regarding the activities undertaken to progress the Ashbourne Reborn Programme, highlighted key programme risks and set out relevant next steps.

Board Members were informed that the expenditure profile had been updated based on the information that was available at the present time provided by lead project delivery partners. Based on the rescoping proposed, partners were confident that output and outcome commitments to MHCLG could be delivered within the acceptable threshold (30%).

Due to the delays incurred to enable the necessary rescoping exercises on both projects, there was a project adjustment process to go through to move budget within the programme, reflecting a greater proportion of the construction period now falling within 2025/26 rather than 2024/25. However, Government funded LUF expenditure would still conclude within the 2025/26 financial year. Due to the scale of the movement between financial years, MHCLG approval was required to confirm the change. Agreement was therefore sought from the Board to approach MHCLG regarding the changes required to the expenditure profiles, following consideration by DDDC's Community and Environment Committee on 29/10/24, in its role on behalf of the Accountable Body. A comparison of the agreed and proposed expenditure profiles was included at Appendix 4 to the report.

It was noted that a small amount of funding had been moved into quarter 4 of 25/26 in order to allow for any final invoices to be paid following completion of the works.

Laura informed the Board of ongoing conversations with MHCLG, noting that confirmation of the process for agreeing the required changes would not be received until after the Autumn Statement on 30 October. The quarterly return process had been suspended, with an

updated form expected to be available by the first week in November. It was proposed that the current available forms be completed ready for submission and that, should these not be acceptable following MHCLG's confirmation of any changes to the process, the information be moved to the new forms and submitted.

Alongside the communications with MHCLG, John Whitby MP (Derbyshire Dales Constituency) had confirmed his support for the project and had asked for the latest details to allow him to support related submissions to MHCLG.

Councillor Hughes noted that, in addition to progressing re-scoping revisions to other scheme designs, a deliverable scheme had been identified for Shrovetide Walk. Sue Bridgett highlighted that she felt that the current plans had been downgraded in comparison to the consented scheme. Officers noted that deliverability was key and the scheme had to be adapted to reflect site constraints.

#### **47 - COMMS UPDATE**

Anna Paxton, Ashbourne Reborn Comms Officer, presented Board Members with an update on the actions taken to develop communications for the programme. The Board were informed that the Comms group had continued to meet monthly, which included representatives of each of the projects.

Recent comms included the work that had recently begun on Henmore Bridge, and information regarding the benchmarking surveys being carried out relating to user satisfaction for areas of the town centre. The benchmarking exercise was a requirement of the LUF funding and would be repeated 1, 3 and potentially 5 years after the completion of the works to measure the impact of the project.

It was also confirmed that a public meeting would be taking place on 3<sup>rd</sup> December at QEGs. Upcoming comms would focus on informing residents about the upcoming public meeting and the related drop-in sessions to be held at Ashbourne Library. It was noted with thanks that partners had re-arranged other activities to enable the 3<sup>rd</sup> December date to go ahead, as the opportunities for the public meeting were limited and the timing very important in advance of the main works.

It was moved by Councillor Peter Dobbs, seconded by Anne Wright and

#### **RESOLVED** (unanimously)

1. That progress to date be considered and that the position regarding programme, cost, deliverables and risks be received and noted.
2. That the principles of the ongoing rescoping and value engineering exercises on both projects be noted and endorsed, subject to further refinement by Project Teams and final consideration by Project Boards to bring each project within budget.
3. That the submission of a Project Adjustment Request at the earliest opportunity be approved (as required by MHCLG) based on the proposed expenditure profile in Appendix 4 to the report. That this matter also be referred to Derbyshire Dales District Council's Community and Environment Committee for final consideration prior to submission.

The Chair declared the motion **CARRIED**.

#### **48 - PROGRAMME PARTNER UPDATES**

Anne Wright, Ashbourne Town Team, informed the Board that following a successful tender process a company had been appointed to further explore the feasibility of a Business Improvement District (BID) and to work on a BID development plan for Ashbourne. It was planned for communications to be distributed with the aim of involving the local community, with completion of the feasibility study planned for early 2025.

**Meeting Closed: 2.38 pm**

**Chair**

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# Agenda Item 5



## OPEN REPORT ASHBOURNE REBORN PROGRAMME BOARD

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**Ashbourne Reborn Programme Board – 6 December 2024**

### **ASHBOURNE REBORN PROGRAMME UPDATE**

#### **Report of the Director of Place and Economy**

##### **Report Author and Contact Details**

Laura Simpson, Principal Regeneration Officer  
01629 761146 or [laura.simpson@derbyshiredales.gov.uk](mailto:laura.simpson@derbyshiredales.gov.uk)

##### **Wards Affected**

Ashbourne North and South

##### **Report Summary**

The report summarises activity to progress the *Ashbourne Reborn* Programme, including the recent submission of a Project Adjustment Request, PAR, to MHCLG, highlights key programme risks and sets out next steps.

##### **Recommendations**

1. That the Board receives and notes progress to date and the position regarding programme, cost, deliverables and risks.
2. That the Board notes MHCLG's approval of the recent Project Adjustment Request and revised expenditure profile, and partner responsibilities to fulfil associated project spend commitments.
3. That the Board notes the impact of necessary utilities work on the Highways and Public Realm programme and associated risks.

##### **List of Appendices**

Appendix 1 Minutes of the H&PR Project Control Board 01/10/24

Appendix 2 Minutes of the LCH Project Board 01/10/24

Appendix 3 Agreed Adjusted Expenditure Profile Summary

##### **Background Papers**

Ashbourne Reborn Programme Board Update Reports from 27 September 2023 to 22 October 2024.

Community and Environment Committee Report 29 October 2024.

**Consideration of report by Council or other committee**

No

**Council Approval Required**

No

**Exempt from Press or Public**

No

## ASHBOURNE REBORN PROGRAMME UPDATE

### 1. Background

- 1.1 As set out in the papers of previous Programme Board meetings, Ashbourne Reborn is a £15.9m programme aimed at transforming Ashbourne town centre through significant improvements to highways and public realm and the development of the Link Community Hub. Originally with a budget of £15.22m, this has increased to over £15.9m through the agreement of additional partnership match funding. The programme is principally funded by the UK Government through a £13,373,509 funding allocation from the Levelling Up Fund, Round Two. The programme comprises the following projects:

Project 1: Public Realm & Highways Improvements led by Derbyshire County Council - £8.8m

Project 2: Link Community Hub led by Ashbourne Methodist Church - £7.1m (inc. additional match funding)

- 1.2 Derbyshire Dales District Council (DDDC) is the Accountable Body for Ashbourne Reborn. Matters that could have a significant impact on the programme in terms of deliverables, timescales, cost, outputs / outcomes and risk, potentially resulting in a change to the approved bid / Memorandum of Understanding between the District Council and the Ministry of Housing, Communities and Local Government (MHCLG) should be matters for consideration by the strategic Programme Board. Such matters are required to be escalated by Project Boards.
- 1.3 Should these matters be considered to require a Project Adjustment Request i.e. variation of more than 30% in expenditure profile or deliverables, this must be approved by Derbyshire Dales District Council's Community and Environment Committee prior to submission as this would constitute a formal request to change the terms of the agreement between Derbyshire Dales District Council as the Accountable Body for Ashbourne Reborn and MHCLG.

### 2. Key Issues

#### **Project Progress, Procurement and Risks:**

- 2.1 Partners continue to work collaboratively to progress both projects and bring costs closer to the available budget. An overview is provided below, with further detail of the Highways and Public Realm project provided in Appendix 1 Minutes of the October Project Control Board meeting, and Minutes of the October Project Board for the Link Community Hub provided in Appendix 2. Verbal updates following the Project Board meetings held on Tuesday 5 November and Tuesday 3 December will be provided to the Programme Board in advance of the written Minutes being available.

### **Link Community Hub: Ashbourne Methodist Church**

- 2.2 The preparatory work conducted by volunteers and some direct orders has been completed. This included removal of asbestos by specialist contractors, stripping out the old boilers, removing the downstairs pews, salvaging the courtyard paving slabs for reuse in the community garden, sheeting up the organ pipes, and removing the grand piano and organ console to storage. Following issue of a Letter of intent for an initial package of works, the main contractors, Messenger Construction Ltd, started on site on 11<sup>th</sup> November, allocating the necessary staff to the job, including the site manager. Safety fencing has been erected on Station Road, they have started work on the initial instruction including demolition of the old hut. All pre-start conditions have been discharged.
- 2.3 The contract and final price negotiations for awarding the full contract are progressing well, as are the final drawings needed for the contract. The full contract is scheduled to be signed in mid-December.
- 2.4 The total cost of the Link Community Hub project is now £7.1m. This follows extensive challenge and scope reduction and avoids significant compromises to the big deliverables of the construction, to the future operation and to the required Outputs or Outcomes. This has necessitated an increase to AMC's funding commitment from £1.4m to £2.1m.
- 2.5 The most significant risks for the Link Community Hub Project continue to include increased project costs and unforeseen costs, and slippage within the programme. Current contributors to the risk of delay are issues resulting from protracted contractor negotiations and a winter construction start.

### **Highways and Public Realm Project: DCC**

- 2.6 Preparatory work on the DCC-led Highways and Public Realm project continues, with most designs now finalised or awaiting final confirmation of specific elements following the required re-scoping exercises. This includes, for example, an element of drainage information, final design details for Shrovetide Walk and HVM proposals. While a significant proportion of the design work was completed to inform the Target Cost, it should be noted that any incomplete areas of design continue to impact on the accuracy of the Target Cost. Updated Target Cost information is now expected in early December, due to the need to revisit subcontractor costs.
- 2.7 Preparatory works, such as setting up the compound at Fishpond Meadow, will continue over December 2024. However, the start date for the main works will now be towards the end of January, following late notification of the need to bring forward a programme of utilities works in advance of the Ashbourne Reborn improvements. This will help to protect the benefits of the Ashbourne Reborn investment by avoiding newly laid surfaces being disturbed after delivery for as long as possible.

- 2.8 This adjustment to the Highways and Public Realm delivery plan can be accommodated within the overall programme, with DCC confirming delivery is still on track for completion of all DCC-led works by December 2025. However, it creates additional challenges for the scheduling of works around Shrovetide and the school holidays and for the associated expenditure profile. DCC officers are developing a mitigation strategy to address the impact of the delay, reflecting the recently agreed commitments to MHCLG, and will provide an update at the meeting.
- 2.9 Indicative traffic management plans have been developed by DCC and the main contractor, Galliford Try, with high level information made available in time for first public drop-in sessions on 26 November. Final sign-off of the detailed plans by DCC will follow, and further information will be provided in a verbal update at the meeting.
- 2.10 Progress continues to explore and agree final cost saving proposals, with most now confirmed. Final decisions on project detail rest with the Project Board and the officer team where these do not impact on commitments with MHCLG. However, some of the rescope proposals remain challenging for partners, with further information to be provided to support final decisions at the Project Board meeting on 3 December 2024. The potential savings also remain subject to Galliford Try's updated Target Cost submission, due on 6 December.
- 2.11 The approach taken should mean that commitments to MHCLG are still achievable within acceptable thresholds, but this remains under review while cost information and designs are finalised. The final designs and HVM report may create additional pressures and further work continues with the aim of bringing costs down. Subject to submission of the final Target Cost there remains a separate element of client contingency within the budget at a level proposed by DCC's commercial advisor.
- 2.12 Work to raise Henmore Bridge parapet was completed by DCC in November and is being reviewed by DCC following recent feedback. The raising of the parapet means that a new pedestrian footway can be established safely as part of the main works.
- 2.13 Highest scored risks for the Highways and Public Realm Project continue to include budget pressures, traffic management and programme/phasing of delivery, including any potential delays associated with work by utility companies, disruption to traders and stakeholder management. Active DCC co-ordination of projects across Ashbourne and liaison with utility providers to minimise impact of their activities on the Ashbourne Reborn improvements following completion remain mitigation strategies.

### **Hostile Vehicle Mitigation**

- 2.14 A draft Road Safety review for Ashbourne Reborn was received on 22 November. This document is currently being reviewed by DCC (client) and DDDC and a verbal update will be provided at the meeting ahead of consultant recommendations being brought back to a future meeting.

### **Working Group – Design and Events**

- 2.15 A Working Group meeting was held on 20 November to progress decisions around proposed cost saving measures. The outcome of this meeting will inform related remaining final design decisions to be confirmed at the Highways and Public Realm Project Board Meeting on 3 December.
- 2.16 Future meetings will continue to include practical consideration of the influence on the emerging construction programme on key events, with parallel work through the Comms Group and Comms officer to liaise with events' organisers.
- 2.17 The District Council has commenced engagement with businesses requiring new sitting out licences for when works to the Market Place and Victoria Square are completed.

### **MHCLG Information and Processes**

- 2.18 Following the Autumn Statement, Local Authorities in receipt of LUF grants were issued updated Quarterly Monitoring Forms for the new submission deadline of 29 November 2024. Alongside these forms, which highlighted the opportunity to adjust expenditure profiles within the return, the following advice was provided:

*“Any revised profile will be subject to further consideration by the Department. This will be no earlier than the Spring Budget, when Departments expects to have their profiles, for the next Spending Review period, announced.”*

- 2.19 As the timescales for decision making on the national LUF programme would have resulted in a significant delay to the Ashbourne Reborn Programme, it was agreed with MHCLG officers that a swifter decision could be pursued through the Project Adjustment Request process by exception.
- 2.20 Following agreement and approvals received at both Project Boards, Ashbourne Reborn Programme Board and Derbyshire Dales District Council's Community and Environment Committee, a Project Adjustment Request was formally submitted on 8 November 2024, alongside a required draft of the Q2 Monitoring Return. Approval of the proposed changes was received from MHCLG just two weeks later, on Friday 22 November, by the date required to ensure that the required confirmation did not impact on timely progress. This decision was granted in record time following regular

liaison between DDDC and MHCLG officers and is the result of a significant team effort.

- 2.21 It is now imperative that delivery partners work to fulfil the new commitments, ensuring that the forecast expenditure profile is achieved each quarter, in particular the expenditure to the end of 2024/25 financial year that was unlocked by the MHCLG decision.
- 2.22 The finalised Quarterly Monitoring Return for submission on 29 November reflects the confirmation of the changes by MHCLG. Assurance documents that would usually be required by MHCLG in this quarter have not yet been received.

### **3. Options Considered and Recommended Proposal**

- 3.1 Not applicable.

### **4. Consultation/Engagement**

- 4.1 An overview of recent and planned Comms activity will be provided separately to this report in a verbal update to the Programme Board meeting.
- 4.2 Regular comms updates continue for Ashbourne Reborn, supported by the Ashbourne Reborn Communications Officer and in line with the agreed Comms Grid of planned activities. Comms Group meetings are held monthly, and Ward Member Briefings are issued regularly to provide information in advance of activity in Ashbourne.
- 4.3 Recent activity has also involved co-ordinating public drop-in sessions on 26 and 28 November, and the public meeting on 3 December 2024. These events were designed to maximise the opportunity for stakeholders and the public to review the updated design and programme information and ask questions. A verbal report on the events will be provided at the Programme Board meeting.

### **5. Timetable for Implementation**

- 5.1 The latest update on progress against milestones will be included in the presentation to Programme Board.
- 5.2 Completion of the Highways and Public Realm Project and the main contractor work for the Link Community Hub is now scheduled for December 25/26, resulting in some final grant defrayal early in Quarter 4 to allow for a lag in invoicing, especially around the Christmas period. However, the amount of LUF grant utilised in this period will be minimised, with LUF expenditure prioritised over match funding wherever practicable, as reflected in the agreed expenditure profile. As part of the Project Adjustment Request, MHCLG have agreed that some match funding may be carried into the 2026/27 financial year for the Link Community Hub Project to enable completion of works outside the main contract and to recognise the retention sum associated with the main works.

## **6. Policy Implications**

- 6.1 The LUF proposals were developed in line with the Council's Economic Recovery Plan and Economic Plan, and Ashbourne Reborn is one of the District Council's Corporate Plan priorities within the 'Prosperous and sustainable Dales communities and businesses' theme. In particular, the proposals directly contribute to the Place Shaping Delivery Plan core programme area: Facilitate town centre regeneration to improve public realm and stimulate spend and investment.

## **7. Financial and Resource Implications**

- 7.1 A summary of the MHCLG approved expenditure profile is provided in Appendix 3. This includes minor within year adjustments since the last Programme Board, as agreed by the Chair.
- 7.2 As previously reported, costs have risen considerably since the LUF bid, with much higher than predicted levels of inflation and challenging market conditions. Alongside rising construction costs and costs of materials, project fees have also increased from the original estimates prepared by the consultant bid team. Availability of materials and lead-in times for delivery are also a consideration within finances and risk.
- 7.3 Ashbourne Reborn Project Boards continue to finalise value engineering, prioritisation and, as a last resort, potential de-scoping activities to remain within budget. While Project Boards for both projects currently believe that commitments to MHCLG can be delivered within acceptable thresholds, should this alter, any resultant recommendations that could have direct or cumulative implications for commitments made to MHCLG will be escalated to the Programme Board for consideration.
- 7.4 As Accountable Body, the District Council has worked hard to achieve rapid MHCLG approval for a modified spending profile based upon the forecasts provided by Delivery Partners. It is now incumbent on Delivery Partners to ensure their forecasted expenditure profiles are achieved, in order to avoid any further risks to the agreed programme and to mitigate reputational risks for Delivery Partners as well as for the Accountable Body.
- 7.5 The financial risk is assessed as High.

## **8. Procurement Implications**

- 8.1 Procurement strategies are in place for both projects within Ashbourne Reborn. Project teams have been asked to provide up to date Procurement Registers to record key procurement activity. The proposed deadline for receipt of these documents is 9 December 2024.
- 8.2 Procurement of a main contractor for the construction of the Highways and Public Realm project has been undertaken by DCC. Processes are to be put in place to enable a decision to proceed to stage 2 construction subject to



final costs and agreement, following MHCLG's approval of the updated expenditure profile.

- 8.3 As set out in Section 2, procurement of the main contractor for the Link Community Hub is ongoing, with a letter of intent issued in advance of the conclusion of the final negotiation and an initial package of work instructed to avoid further programme delays.

## **9. Legal Advice and Implications**

- 9.1 As stated, this report summarises activity to progress the *Ashbourne Reborn* Programme, including the recent submission of a Project Adjustment Request, PAR, to MHCLG, highlights key programme risks and sets out next steps.

- 9.2 It is to be acknowledged there are inherent risks / legal risks connected to this project as described within this report. These risks have been assessed as high due to, inter alia, the requirement for external agreements and consents.

- 9.3 However specifically referring to the three decisions recommended to be taken as noted at the top of this report, the legal risk of challenge by judicial review when taking the decisions as recommended has been assessed as low.

## **10. Equalities Implications**

- 10.1 None additional at this stage, but equalities remain an important consideration for detailed design. An Equality Impact Assessment (EIA) was prepared for the Levelling Up Fund bid and was submitted to the Derbyshire Dales District Council C&E Committee meeting on 29<sup>th</sup> June 2022. Equalities considerations form part of the ongoing assessment of final scheme proposals, including the assessment of implications of any significant changes in the design to update the previous EIA.

## **11. Climate Change Implications**

- 11.1 No additional implications at this stage, but Climate Change Implications remain an important consideration for detailed design. A Climate Change Impact Assessment was prepared for the Levelling Up Fund bid and was submitted to the Derbyshire Dales District Council C&E Committee meeting on 29<sup>th</sup> June 2022. A further climate change assessment may be required on final scheme proposals to assess the implications of any significant changes to the project.

- 11.2 In terms of other environmental considerations, there are synergies between the traffic management element of Ashbourne Reborn and the air quality considerations for the area. Where the delivery of Ashbourne Reborn can contribute to and complement activity to improve air quality, this will be reflected in the Air Quality Action Plan.

## 12. Risk Management

12.1 Project level risks have been highlighted within the report in section 2, with further detail to be presented at the Programme Board meeting. The highest strategic risks are currently considered to be Project Costs and Programme, which are being addressed through active review and management of both projects. The need to agree changes to the expenditure profile with MHCLG and uncertainty about their decision-making processes adds to the Programme/delivery timeframe risk.

12.2 Current programme level risks reflect:

- Cost challenges. Mitigation at this stage includes working with delivery partners to reduce fee expenditure (where possible), early contractor involvement / independent review of current cost estimates, value engineering and re-scoping alongside assessment of the impact on programme deliverables.
- Stakeholder expectations. Mitigation at this stage includes stakeholder engagement and regular communications, expectation management and quality control.
- Programme and Resources. Delivery timeframes are challenging, and the programme is resource-intensive at all levels. Ongoing consideration of resources is required, including any related challenges facing delivery partners to ensure the delivery and profiled expenditure is achieved.
- Co-ordination – Over-run of utilities work could cause further delay to the Highways and Public Realm Programme, requiring active DCC liaison with utilities companies to expedite the work.

### Report Authorisation

Approvals obtained from:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Paul Wilson	27/11/2024
Director of Resources/ S.151 Officer	Karen Henriksen	27/11/2024
Legal Services Manager (Deputy Monitoring Officer)	Kerry France	27/11/2024

## Ashbourne Reborn – Highways and Public Realm Derbyshire County Council

### Minutes of Meeting

1<sup>st</sup> October 2024 at 1:30pm – Century Hall, Ashbourne Methodist Church

#### Attendees

Cllr Simon Spencer (Cllr SS) (Chair)  
Cllr Charlotte Cupit (Cllr CC)  
Jim Seymour (JS)  
Kevin Parkes (KP)  
Giles Dann (GD)  
Laura Simpson (LS)  
Anna Paxton (AP)  
Carole Dean (CD)  
Chris Webster (CW)  
Sue Bridgett (SB)  
Ian Marsh (IM)  
Scott Harris (SH)  
Jamie Missenden (JM)  
Kirsty Antcliffe (KA)  
Jake Hargreaves (JH)  
Cat Astley (CA)  
Matt Allanson (MA)  
David Lynch  
James Overton (JO)

#### Organisation

Derbyshire County Council (DCC)  
Derbyshire County Council (DCC)  
Derbyshire County Council (DCC)  
Derbyshire County Council (DCC)  
Derbyshire Dales District Council (DDDC)  
Derbyshire Dales District Council (DDDC)  
Derbyshire Dales District Council (DDDC)  
Ashbourne Town Council (TC)  
Town Team (TT)  
AshCom (AC)  
Ashbourne Methodist Church (AMC)  
Aecom (A)  
Galliford Try (GT)  
Galliford Try (GT)  
Galliford Try (GT)  
Jacobs (J)  
Arcadis (Ar)  
Arcadis (Ar)  
Arcadis (Ar)

#### Apologies

Kim Dorrington (KD)  
Tim Challans (TC)  
Lee Hassan (LH)  
David Hooton (DH)  
Ryan Murphy (RM)  
Gary Thompson (GMT)

Town Team (TT)  
Town Team (TT)  
Jacobs (J)  
Aecom (A)  
Galliford Try (GT)  
Derbyshire County Council (DCC)

		Action
<b>1.</b>	<b>Introductions</b>	
1.1	<b>Welcome &amp; Apologies</b> – As listed above.	
1.2	<b>Declaration of Interest</b> No additional interests declared. The Board was reminded of the importance of raising any conflicts of interest at future PCB meetings.	<b>All</b>
<b>2.</b>	<b>Minutes of Meeting and Matters Arising</b>	
2.1	Previous minutes accepted as a true and accurate record.	
2.2	<b>Land Adoption</b> The Executive Director Report is currently with DCC's legal team who are making comments. It is expected that this will be returned allowing for Chris Henning to sign off on Wednesday.	
<b>3.</b>	<b>Finances</b>	
3.1	As it stands the project is £1.26 million over budget but this is being actively reduced with the proposed solutions circulated prior to the meeting. Even with the introduction of all viable value engineering suggestions as outlined, a further reduction of circa £190k must be found.	
3.2	The process for value engineering the design will continue in a meeting tomorrow to seek to understand the detail of the identified options and any further potential areas to bring the project back within budget.	
3.3	CW queried about the risk within the construction budget being part of GT's costs. However, MA reassured the board that this is standard procedure and perceived to be best practice.	

3.4	MA is recommending that the ulticolour is not used to save £72k. He suggested that the change in user behaviour will still be driven by the narrowing of the roads in the absence of the change in surfacing material. This would also help to manage the risk of the low likelihood of utility companies replacing like for like surface course leading to a patchwork quilt effect over time. Even in the case of matching like for like surface course, inconsistent aging of materials would not give the aesthetic impression desired. CW and GD felt value engineering this element out should be a last resort and that a gateway treatment would need to be proposed if this course of action were to be taken.	
3.5	The full closure of St John Street would lead to a financial saving of circa £350k, generating a time saving of 7 weeks on the programme with St John Street itself being shortened by 12 weeks from 31 to 19 weeks. During this time, service and pedestrian access can be maintained for businesses.	
3.5.1	Safety during the construction period will also be made easier to ensure through the St John Street closure.	
3.5.2.	The process for the decision to commit to the full closure of St John Street has been laid out and will be presented to the Programme Board within a package of deliverable cost saving options but relies on careful co-ordination of all required works on the network by DCC.PCB agreed this option unanimously.	
3.5.3	Cllr SS reiterated the need to develop the options for different diversion scenarios throughout the construction phase of the scheme.	
3.6	Further rescoping is still going to be required to bring the project back within budget.	
3.6.1.	JH agreed to investigate savings on Dig Street, but it is felt that this is unlikely to generate significant additional savings.	
3.6.2	To avoid requiring multiple project adjustments with MHCLG, LS noted that we must remain within a tolerance of 30% of the previously agreed outputs.	
3.6.3	A project adjustment request will still be required for agreement to move funding between financial years because the change required exceeds set thresholds. However, this is being actively managed through liaison between DDDC and contacts at MHCLG and is anticipated to be low risk.	
3.6.4	The further work on value engineering will seek to ensure the areas for rescoping remain within the 30% tolerance for changes in outputs. The goal will be to deliver as close as possible to the original vision through lower cost interventions to give a similar result to what was initially proposed. These re-scopings could occur throughout the project area. This approach was agreed by the PCB.	
3.6.5	The week commencing the 21 <sup>st</sup> October is the Local Government Conference Week which will mean Cllr SS will not be available to attend Programme Board. However, it was difficult to change the date of the Programme Board as it would also feed into a meeting of DDDC Community and Environment Committee proposed to be held on 24 <sup>th</sup> October, and required to enable final approval of the submission of any Project Adjustment Request, as this would alter the agreement between MHCLG and DDDC as the accountable body.	
3.6.6	Papers for the next C&E meeting must go 8 days in advance of the meeting but it is felt that given circumstances it may be possible to send papers to follow the agenda. LS is to confirm the dates of the meetings to support the Programme governance (To note C&E meeting now confirmed on 29 October, a week after Programme Board).	
3.6.7	The critical path will be at risk if the decision to proceed is not confirmed to support submission of the quarterly monitoring return and consistent information within a Project Adjustment Request by the current MHCLG monitoring deadline of 1 <sup>st</sup> November.	
<b>4.</b>	<b>Project and Programme Updates</b>	
4.1	<b>Aecom Deliverables</b> Aecom assured the PCB that their deliverable package will be arriving today or tomorrow at the latest. Aecom are to issue the final construction pack by 25 October for everything they are currently commissioned to do.	<b>SH</b>
4.2	<b>Shrovetide Walk</b> This discussion is to follow on from the delivery of Aecom's package. LS, GD and SB are to discuss the status of Shrovetide Walk following the PCB meeting.	<b>LS/GD/SB</b>
4.3	<b>Millennium Square</b> Insurance is being sought as there is a need to cover the unregistered land between the highway and Town Council land should someone claim ownership in the future. A solicitor from DDDC had provided further advice. The planning application has been submitted for the Victorian Lighting column.	

4.4	<b>Hostile Vehicle Mitigation</b> Thornton Tomasetti has issued a first draft with comments being delivered last week. An updated version is to be expected on the 8 <sup>th</sup> October following DDDC and DCC review. Road safety works have been checked in conjunction, with no major risks anticipated.	
4.5	<b>Henmore Bridge</b> The EA permit has now been granted allowing for works to commence on the 21 <sup>st</sup> October. Additionally, DDDC has received the EA permit for the compound.	
<b>5</b>	<b>Traffic management</b>	
5.1	There will be a local and a wider diversion plan courtesy of GT liaising with DCC. Cllr SS has requested to be invited to these discussions.	<b>JH</b>
5.2	There is a concern that work will be taking place during the summer season, but it was reiterated that a change in project completion date would increase the risk associated with approaching MHCLG for further extensions. The full closure of St John Street would not start straight away.	
5.3	The first section of works in Dig Street will commence the first week of January with the St John Street closure planned 9 weeks later after the Shrovetide Game on the 5 <sup>th</sup> March. GT will start in earnest from the 6 <sup>th</sup> allowing for Christmas Lights to be up until the 5 <sup>th</sup> January.	
<b>6</b>	<b>ECI Inputs</b>	
6.1	<b>In Town Site</b> This will be reassessed following the rescoping exercise.	
<b>7</b>	<b>Risk</b>	
7.1	<b>Risk Update</b> Risk has continued to be managed with shifts in a positive direction because of the EA permits being granted which was previously identified as a Top 5 risk. JO is updating the Risk Register to circulate with the client team prior to the next PCB. This will also feed into the MHCLG quarterly submission on the 1 <sup>st</sup> November.	<b>JO</b>
7.2	<b>Environment Agency Delays</b> There is nothing outstanding with the Environment Agency regarding permits. DDDC is to meet with the EA to discuss Shrovetide Walk but a design is required for this. Confirmation over what is deemed to be a material start is also to be sought through DDDC planning officers. Once a full design is proposed, the planners and the EA will need to review the entirety of the scheme as well as the material start information.	<b>DDDC</b>
<b>8</b>	<b>Design Development</b>	
8.1	<b>Market Place Paving Strategy</b> GD shared the plan for the Market Place paving strategy setting out the techniques used on the indicated areas: Orange - Fix and replace as required (footway and access road). Green – Fix and replace as required and full grout. Blue - New limestone setts with blocks saved for re-use (see yellow) Yellow - Infill with saved limestone setts - tree pits, channel strips and roadside parking bay	
8.2	<b>EqIA</b> GD informed the board that the District Council had received contact from disabled users regarding the provision of disabled parking provision within the scheme design on and near the Market Place, as well as 2 local councillors, and consider it to be insufficient. The area identified for a disabled bay(s) is towards the bottom of the Market Place due to this being the most level area allowing for easier access when alighting vehicles. There is already provision for one disabled bay in this location, but the proposal is to increase this to two spaces. Cllr SS queried this approach and expressed the concern that disabled spaces are often under-utilised. PCB voted to retain the Market Place parking as per the current plan	
8.3	<b>Market Place Drainage Update</b> Aecom is preparing their proposal. The Fish and Chip shop owner has been engaged in this process and historic knowledge shared by DDDC for consideration. Aecom and	<b>SH</b>

	the partners want to make sure this opportunity to improve the drainage for the area is not lost.	
8.4	<p><b>Material Choices – Gateways, Crossings and Kerbing</b></p> <p>It has been decided that the conservation kerbing will be specified to make cost savings subject to a sample being agreed by the DDDC Conservation Officer.</p> <p>It is felt that the desired impact of the Gateways will be hard to achieve as any significant strip could be misinterpreted as a crossing. Aecom is currently presenting a metre strip with no drop kerb.</p> <p>LS proposed an alternative suggesting 'SLOW' text across a patch of red high friction surfacing on the road.</p> <p>There is not enough room on the footway for signage which rules this out as a potential solution.</p> <p>This will be reviewed further once there is greater cost clarity.</p>	
<b>9</b>	<b>Communications Update</b>	
9.1	<p><b>Public Engagement Timings</b></p> <p>It was agreed that the public engagement session should take place on 3<sup>rd</sup> December after earlier dates of the 19<sup>th</sup> and 26<sup>th</sup> November were tabled. This is to enable sufficient lead in time for preparation of presentation materials and details of the works to be finalised.</p> <p>SH has confirmed that the visuals will be ready for that date.</p> <p>There is a need to check if Councillor Hughes and wider partners across the Programme are content with this date.</p> <p>Drop-In sessions will be planned around the main engagement session.</p>	<b>AP to co-ordinate preparations</b>
<b>10</b>	<b>MHCLG Update</b>	
10.1	The submission deadline for the next quarterly update to MHCLG is 1 <sup>st</sup> November 2024. The requirements for what will feed into this have been previously outlined in these minutes.	
<b>11</b>	<b>Any Other Business</b>	
11.1	<p><b>Date of the Next Meeting</b></p> <p>The next meeting will take place on the 5<sup>th</sup> November. This will take place in Ashbourne Town Hall council chamber.</p>	

Ashbourne Reborn Link Community Hub		
Link Project Board Nr 18 - 11:00 on 1 <sup>st</sup> October 2024 Meeting Minutes		
18.1.0 Attendees & Circulation		
<b>Attendees</b> (In Person) Tony Walker (AMC) - TW Ian Marsh (AMC) - IM Richard Barratt (AMC) - RB John Barker (AMC) - JB Laura Simpson (DDDC) - LS Giles Dann (DDDC) - GD Anna Paxton (DDDC – AR Prog Comms)- AP Mike Harrison (AJA Architect) - MH Kayley Harrison (Greenwood Projects)- KH		<b>Circulation</b> Steve Capes (DDDC)  <b>Apologies</b> Adrian Bates (Greenwood Projects) - AB
Ref	Note	Action by
<b>18.1.0</b>	<b>Apologies and Welcome</b>	
	Apologies were received from AB.	
<b>18.2.0</b>	<b>Declaration of Interests</b>	
18.2.1	None noted.	
<b>18.3.0</b>	<b>Agenda &amp; Minutes</b>	
18.3.1	<b>Corrections/ Clarifications to the minutes of meeting nr 17</b> A post meeting note was added to the previous minutes to note that on item 17.4.4 the Church Council voted on the finalised scope of works on Monday 16 <sup>th</sup> September.  It was also noted that a correction is required to the date of the previous meeting noted in section 17.12.1 (page 5) to read 6 <sup>th</sup> August 2024.	
18.3.2	<b>Anything to be added to the agenda?</b> No items noted.	
<b>18.4.0</b>	<b>Procurement Status</b>	
18.4.1	<b>Stage 3 Negotiations Strategy</b> An interim meeting took place with DDDC on 26 <sup>th</sup> September. An email sent on Friday 27 <sup>th</sup> September summarised the position which is as follows: <ul style="list-style-type: none"> <li>• Current progress on the stage 3 negotiations is such that an order will be placed on 11<sup>th</sup> October 2024, the date as reported to the August and September Project Boards.</li> <li>• The order will initially be a letter of intent of contract for the value authorised by the church (£5.05 million) to reflect the increased financial commitment, which will include a value to expend prior to the contract documents being in place (by a given date).</li> <li>• The value and duration set within the instruction will be determined by the new tender programme that is being provided. It is expected to be around 12 weeks.</li> </ul>	

	<ul style="list-style-type: none"> <li>The order will set a start and completion date that is considered to achieve the earliest spend of the grant.</li> <li>The timeline previously reported was a start on site of 25<sup>th</sup> Nov 24 based on the 6 week lead in period advised in the tender programme. Discussions are ongoing with the contractor to try and reduce this period and the operations around the Christmas break will impact on this.</li> <li>Upon placing the order, AMC will complete various enabling works.</li> <li>The order for the new electrical supply has been placed.</li> </ul> <p>It was noted that the initial order must include programme critical works. The programme is needed to inform what is going to be included in the value of the initial instruction. Actions required to achieve the Letter of Intent are now being tracked.</p>	
18.4.2	<p><b>Target date for Stage 3 conclusion</b> The target is for the Letter of Intent to be agreed by both parties by Friday 11<sup>th</sup> October.</p>	
18.4.3	<p><b>Contract T &amp; C's</b> Messenger have queried three points on the Contract terms and these are now with RB to review and respond. None of the items are of significant concern.</p>	RB
18.4.4	<p><b>Insurances</b> The Methodist Insurance questionnaire needs to be filled in and submitted to AMC.</p>	KH
18.4.5	<p><b>Bond and/or PCG</b> Messenger have offered a parent company guarantee as an alternative to a bond. The risks need to be reviewed, and the parent company guarantee status researched. AMC to make a decision on the preferred option. Not having a bond would provide a saving of £37,000.</p>	AMC
18.4.6	<p><b>Close out of tender clarifications, breakdowns and queries</b> Messenger and GPL are working to close out tender clarifications and queries. Tom Birch and James Bessant of Messenger are meeting early next week to review, and these actions are included on the tracker that has been produced.</p>	
18.4.7	<p><b>Site Set up and Welfare Arrangements</b> Messenger came out to site yesterday and confirmed that they would use Chapel House and Waterside as their site welfare. The HORSAs Hut can be disconnected and removed. KH to obtain confirmation in writing. Messenger to confirm which kitchen equipment they would like AMC to leave in place.</p>	KH
18.4.8	<p><b>Lead Paint Survey Report</b> KH to provide to Messenger. This is an item included on the tracker.</p>	KH
18.4.9	<p><b>Contract Programme Duration &amp; Lead In</b> The Letter of Intent must have a contract start and end date, the programme will be included in the contract for information. Both parties need to sign the letter of intent. The contractor is aware of a 3 month lead in to vacate Cornerstone and the aim to minimise the closure period.</p>	



18.4.10	<b>Likely start on site</b>	
	The current start date is 25 <sup>th</sup> November based on a six-week mobilisation period. The amount and scope of works for the initial order will be affected by the Christmas break and how the site can be left during that period.	
18.4.11	<p><b>Early/Enabling Works Orders &amp; Proposed Dates</b></p> <p>These are works that are being instructed by AMC direct. IM confirmed the dates for the following:</p> <ol style="list-style-type: none"> <li>a. Asbestos Removal – 4<sup>th</sup> November</li> <li>b. Scaffold to HORSAs Hut- now 28<sup>th</sup> October</li> <li>c. Strip out boiler room- now 24<sup>th</sup> October</li> <li>d. Pew Removal- 28<sup>th</sup> October- joiner in place</li> <li>e. Electrical isolation of HORSAs hut with National Grid within next 4 weeks</li> <li>f. Diversion of BT Cable above the Link Diversion (need to progress)</li> <li>g. Disconnect organ console- ideally after funeral on 23<sup>rd</sup></li> <li>h. Grand piano removal- TW progressing</li> </ol> <p>DDDC queried the position regarding off site storage. AMC confirmed that storage is being utilised and new beds have already been obtained to go into the refurbished Gateway building.</p>	
18.4.12	<p><b>Procurement register update</b></p> <p>RB has issued a revised register showing completed procurements and pipeline. Some are direct orders of small value, for example a joiner. Not all of the waivers have been completed. RB to do more work on this.</p>	RB
<b>18.5.0</b>	<b>Project Management</b>	
18.5.1	<p><b>GPL Project Report</b></p> <p>KH talked through the PM Monthly Report dated 30<sup>th</sup> September 2024. The programme (rev 12) has not altered since the previous project board as the actual start on site date has not altered. The contract award date will now be the date that the Letter of Intent is issued.</p>	
18.5.2	<p><b>Planning Discharge Conditions Update- Noise/ Ecology/Drainage</b></p> <p>TW requested a change to the format of the planning tracker to make it clear that some items in red are not overdue despite them not having been submitted for planning discharge yet.</p> <p>There is outstanding paperwork on pre-commencement conditions- DDDC have not provided formal discharge. The noise mitigation is due to be discharged tomorrow.</p>	
18.5.3	<p><b>Bat Licence Application</b></p> <p>Natural England will not communicate until after the statutory period is over – after 10<sup>th</sup> October. The licence is required before any works begin that could affect bats. Site mobilisation will not affect the bats- the only restriction is timing on the roof.</p>	

18.5.4	<p><b>AMC Vacating Premises</b></p> <p>a. Emptying Premises The last event is 23<sup>rd</sup> October 2024. There are a lot of items to be removed, and a request for volunteers is being included in the church notices.</p> <p>b. Emptying Equipment As above</p> <p>c. Removing fixtures and fittings (incl. historical items) The archive team have now advised on the historical items and made recommendations about what is being kept and what is being retained.</p>	
<b>18.6.0</b>	<b>Costs/Finance</b>	
18.6.1	<p><b>Updated estimated spend profile</b></p> <p>A cash flow from Messenger is required based on their latest programme- we need to provide an outline to LS by Wed/Thurs next week to inform potential grant drawdown.</p> <p>Achievable expenditure by March 25 is to be confirmed so it can be determined what amounts are to be defrayed to the 25/26 financial year.</p>	GPL to liaise with MCL
18.6.2	<p><b>AMC- AV scope of works/design</b></p> <p>AMC are working on as time resource allows.</p>	
18.6.3	<p><b>VAT- AMC Operational Company</b></p> <p>The intention is those parts of the building that are not defined for religious use (Gateway, Cornerstone and the new Link) will be leased to new Link Centre Ltd. AMC Development Ltd will receive all bills from suppliers and bills will be split to the relevant company.</p>	
18.6.4	<p><b>VAT- whether AMC could exclude VAT on grant applications</b></p> <p>AMC are assessing whether it is an option to exclude VAT on all grant applications. For the non-recoverable VAT, the impact on cash flow needs to be established. This is being worked through with the VAT advisor.</p>	
18.6.5	<p><b>VAT- LPWGS</b></p> <p>The first LPWGS application will follow the start of construction works on site- the first valuation is expected to be in November.</p>	
<b>18.7.0</b>	<b>Design Progress Report</b>	
18.7.1	Planning- see update in GPL report as 18.5.1	
18.7.2	<p><b>Design VE</b></p> <p>A design VE scoping meeting took place with GPL and Messenger to review items for potential savings. TB has submitted a list and AJA have responded. There are some items for CPW and Ridge to review. The letter of intent set out a scope of works marked up on the drawings. Further drawings updates may be required for contract.</p>	
18.7.3	<p><b>M &amp; E VE</b></p> <p>Compass have reviewed the M &amp; E and have made some VE suggestions. Further work is required over the coming weeks.</p>	

18.7.4	<b>Methodist Church LBC- update from AJA</b> Progress is detailed on the planning tracker. J Balmforth is comfortable with suggestions. Sample panels will be required.	
18.7.5	<b>Buildings Regulation Plan Approval</b> When the scope is finalised, changes to the plan approval will be discussed with Quadrant MH does not foresee any building regulations issues as the main change is a reduction in work to buildings.	
<b>18.7.6</b>	<b>Location of new incoming supply</b> The order has been placed for the new incoming supply. This is going into the new build Link- which will not be wind and waterproofed. It could come into the Waterside kitchen area. This is an item for further discussion with the design team and Messenger.	
<b>18.8.0</b>	<b>Highways &amp; Mobility Hub</b>	
18.8.1	<b>Liaison on timing of AR Station Road footpath work,</b> A mtg with DCC is arranged for 16 <sup>th</sup> Oct. A revised programme is awaited from DCC for these works. The dates will need to be factored into Messenger's programme.	
18.8.2	<b>BSIP Totem size and location</b> This is a 2.3m high totem showing the bus timetable and other information relevant to Ashbourne. It will be located outside the Link building and during the Station Road footpath works.	
18.8.3	<b>Cycle Charging outlets potentially supplied by DCC Hub</b> TW and RB met with an expert who confirmed that there are no standard bike charging units available and 3 pin electrical sockets should be provided. TW sent an email to ensure that this satisfies government requirements. AMC to decide how this is secured as it will need to be publicly accessible.	
18.8.4	<b>Station Road Traffic barriers order and date</b> The decision where these go and who provides them needs to be confirmed with GP and MCL. If being supplied by AMC, a delivery date needs to be established.	GPL
<b>18.9.0</b>	<b>Health and Safety</b>	
18.9.1	<b>Designers' Risk Assessments- to be updated following conclusion of Stage 3</b> To be completed following stage 3 VE review when the scope is known.	
18.9.2	<b>Tenderer's site logistics and welfare review in Stage 3</b> This will be included in the Construction Phase Plan following the Letter of Intent.	
18.9.3	<b>F10</b> This will be issued following LOI.	GPL

<b>18.10.0</b>	<b>MHCLG Matters</b>	
18.10.1	<p><b>Quarterly Report due 1<sup>st</sup> Nov 2024</b></p> <p>The quarterly monitoring report is required by 1<sup>st</sup> November. The adjustment request will go in slightly later. Evidence may be required of a start on site, LS to confirm but the information needs to be consistent with the report.</p> <p>Pending issue of the new template, AMC are to use the existing template with the same information. LS will modify to suit the new template.</p> <p>Programme Board report is to be issued by 14<sup>th</sup> October.</p>	
18.10.2	<p>It was noted that AB has completed a full review of the risk register. Although this is regularly assessed, it would be useful to schedule in a formal interim review.</p>	
<b>18.11.0</b>	<b>Communications &amp; Publicity</b>	
18.11.1	<p><b>Feedback from Programme Board (covered in interim meeting on 26<sup>th</sup>)</b></p> <p>The announcement of the public engagement sessions will form the start of the campaign. Regular progress updates will then begin. A communications group have contributed to an outline proposal on how the sessions will run.</p> <p>There will be Library drop-in sessions with 2 or 3 project representatives and then a public meeting with the two project leads (Tony Walker and Councillor Spencer) with a panel of people from each of the projects who will answer questions.</p>	
18.11.2	<p><b>Proposed open meeting 19<sup>th</sup> November</b></p> <p>The date is not fixed yet but ideally it would be in advance of the start of construction works on site. It is not a consultation. It will be to show details of what is being delivered to the community and high level programme details. A key issue for the community is what parts of the town are going to be closed and when. Until that information is available, it is not advisable to hold a public meeting.</p> <p>GD understood that it would be difficult to confirm this on the wider AR by 19<sup>th</sup> November and the meeting may have to be later.</p>	
18.11.3	<p><b>AMC communication with trustees and congregation</b></p> <p>The team are continuing to update the church regularly.</p>	
18.11.4	<p><b>AMC communication with neighbours</b></p> <p>The team are continuing to update regularly as the project progresses.</p>	
18.11.5	<p><b>Other comms or publicity items</b></p> <p>One of the first items for consideration will be the design of the hoarding on Church Street. The design is currently with Stuart (Publicity Officer). The hoarding is a blank canvas and is likely to change as the project progresses. Funding acknowledgement requirements will need to be incorporated.</p>	

<b>18.12.0</b>	<b>Actions from previous meeting 17 if not already covered</b> None noted	
<b>18.13.0</b>	<b>AOB</b> None noted	
<b>18.14.0</b>	<p><b>Next Project Boards</b></p> <p>The next Project Board- Tuesday 5<sup>th</sup> November at Town Hall Council Chambers. December Project Board is Tuesday 3<sup>rd</sup> December at 11am at the same venue</p> <p>From 3<sup>rd</sup> January, it will be 3<sup>rd</sup> Tuesday of each month with the aim to be on site. KH to send a list of dates and send an invitation for 10am meetings for whole year. 14<sup>th</sup> January will be the first date in the new year. KH to send dates to LS.</p> <p>LS to confirm programme board dates.</p>	<p>KH</p> <p>LS</p>

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**Appendix 3 - Agreed Expenditure Profile Summary, approved by MHCLG November 2024**

	22/23 (actual)	2023/24 (actual)	Financial Year 2024/25 (forecast)				Financial Year 2025/26 (forecast)				Financial Year 2026/27 (forecast)			Grand Total		
	Total	Total	Q1 (Apr-Jun)	Q2 (Jul-Sept)	Q3 (Oct-Dec)	Q4 (Jan-Mar)	Total	Q1 (Apr-Jun)	Q2 (Jul-Sept)	Q3 (Oct-Dec)	Q4 (Jan-Mar)	Total	Q1 (Apr-Jun)		Q4 (Jan-Mar)	Total
<b>LUF</b>	£105,795.98	£1,060,137.49	£132,824.46	£310,495.26	£686,173.40	£2,439,799.18	£3,569,292.31	£2,960,489.09	£3,471,926.89	£1,881,828.01	£324,039.23	£8,638,283.22	£0.00	£0.00	£0.00	<b>£13,373,509.00</b>
<b>LUF contractually committed</b>	£0.00	£0.00	£0.00	£0.00	£182,000.00	£46,000.00	£228,000.00	£46,000.00	£46,000.00	£12,000.00	£12,000.00	£116,000.00	£0.00	£0.00	£0.00	<b>£344,000.00</b>
<b>Cumulative - LUF Project Rela</b>	<b>£105,795.98</b>	<b>£1,165,933.47</b>	<b>£1,298,757.93</b>	<b>£1,609,253.19</b>	<b>£2,295,426.59</b>	<b>£4,735,225.78</b>	<b>£4,735,225.78</b>	<b>£7,695,714.87</b>	<b>£11,167,641.76</b>	<b>£13,049,469.77</b>	<b>£13,373,509.00</b>	<b>£13,373,509.00</b>	<b>£13,373,509.00</b>	<b>£13,373,509.00</b>	<b>£13,373,509.00</b>	<b>£13,373,509.00</b>
<b>Match total</b>	<b>£0.00</b>	<b>£0.00</b>	£0.00	£6,975.00	£0.00	£55,000.00	<b>£61,975.00</b>	£95,000.00	£105,000.00	£1,302,828.32	£670,350.64	<b>£2,173,178.96</b>	£170,000.00	£145,000.00	<b>£315,000.00</b>	<b>£2,550,153.96</b>
<b>Total LUF + Match</b>	<b>£105,795.98</b>	<b>£1,060,137.49</b>	<b>£132,824.46</b>	<b>£317,470.26</b>	<b>£686,173.40</b>	<b>£2,494,799.18</b>	<b>£3,631,267.31</b>	<b>£3,055,489.09</b>	<b>£3,576,926.89</b>	<b>£3,184,656.32</b>	<b>£994,389.87</b>	<b>£10,811,462.18</b>	<b>£170,000.00</b>	<b>£145,000.00</b>	<b>£315,000.00</b>	<b>£15,923,662.96</b>
<b>Cumulative Total LUF + Match</b>	<b>£105,795.98</b>	<b>£1,165,933.47</b>	<b>£1,298,757.93</b>	<b>£1,616,228.19</b>	<b>£2,302,401.59</b>	<b>£4,797,200.78</b>	<b>£4,797,200.78</b>	<b>£7,852,689.87</b>	<b>£11,429,616.76</b>	<b>£14,614,273.08</b>	<b>£15,608,662.96</b>	<b>£15,608,662.96</b>	<b>£15,778,662.96</b>	<b>£15,923,662.96</b>	<b>£15,923,662.96</b>	<b>£15,923,662.96</b>

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