

Lancashire County Council

Executive Scrutiny Committee

Tuesday, 7th March, 2017 at 2.00pm in Cabinet Room 'C' - The Duke of Lancaster Room, County Hall, Preston

Supplementary Agenda

We are now able to enclose, for consideration at the next meeting of the Executive Scrutiny Committee on Tuesday 7 March 2017, items 4g, 5a, 8c and 8d.

Item 4g was listed to follow in the original agenda.

The Chair has agreed that the reports now included as items 5a, 8c and 8d be dealt with as items of urgent business. As the reports at items 8c and 8d are Part II reports, they are included under item 8.

Part I (Open to Press and Public)

Item

4(g) Skelmersdale Rail Link Grip 3 study (Pages 1 - 26)

5(a) Capital Funding for 30 Hours Extended Entitlement (Pages 27 - 32)

Part II (Not Open to Press and Public)

Item

8(c) Procurement of Water and Wastewater Retail Services (Pages 33 - 36)
(Not for Publication - Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information)

8(d) Pension Fund – Re-profiling the Council's Contributions (Pages 37 - 66)
(Not for Publication - Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information)

I Young
Director of Governance,
Finance and Public Services

County Hall
Preston

Report to the Cabinet Member for Highways and Transport
Report submitted by: Director of Corporate Commissioning
Date Monday, 13 March 2017

Part I

Electoral Division affected:
Skelmersdale Central;

Skelmersdale Rail Link Grip 3 Study (Appendix 'A' refers)

Contact for further information:
Richard Watts, Tel: (01772) 534582, Rail Development Team Manager,
richard.watts@lancashire.gov.uk

Executive Summary

Having completed the GRIP 1- 2 stage in assessing the technical feasibility of constructing a rail link between the Wigan to Kirkby line and Skelmersdale, this report is requesting approval to commission Network Rail to undertake the GRIP2 refresh and 3A feasibility study.

This is deemed to be a Key Decision and the requirements of Standing Order 25 have been complied with.

Recommendation

The Cabinet Member for Highways and Transport is requested to;

- (i) Approve that Network Rail is commissioned to carry out the GRIP 2 refresh and the GRIP 3A feasibility study into the Skelmersdale Rail Link project at an estimated cost of £5.1m with the costs met by the County Council, £4.335m and Merseytravel, £0.765m.
- (ii) Approve that the Director of Governance, Finance and Public Services be authorised on behalf of the County Council to enter into the 'Development Services Agreement (DSA)' between Lancashire County Council and Network Rail for the commissioning of the GRIP 2 refresh and the GRIP 3A feasibility study.
- (iii) Approve that the Director of Community Services and the Director of Governance, Finance and Public Services be authorised on behalf of the County Council to enter into a 'Funding Agreement' with Merseytravel.
- (iv) That the additional £0.955m required to be funded by LCC to be the first call on the 2018/19 Department for Transport (DfT) transport allocation;
- (v) Approve the addition to the capital programme of £0.765m funding from Merseytravel.

Background and Advice

The West Lancashire Highways and Transportation Master Plan identified that a new rail link into Skelmersdale town centre would potentially be a catalyst for commercial, retail and housing developments. It would also provide significantly improved public transport connectivity into the Greater Manchester and Liverpool City Regions providing enhanced links to employment and educational opportunities.

Following publication of the Master Plan, Network Rail was commissioned by Merseytravel, in partnership with the County Council, to undertake a GRIP 1- 2 (Guide to Rail Investment Process) technical feasibility study to identify a possible alignment for the rail link from the existing Wigan to Kirkby line into Skelmersdale town centre. The study was completed in December 2014 and identified an alignment for the line as well as two potential locations for the new station. Following this a further study was commissioned from Network Rail to undertake a comparative assessment of the two potential locations for the new Skelmersdale station using a SWOT (strengths, weaknesses, opportunities and threats) analysis against a set of agreed criteria. The study was completed in December 2016 and on 23 January, 2017, the Cabinet Member for Highways and Transport approved the proposal that the new station should be constructed on the former Glenburn High School and Westbank Campus site.

At the same time Jacobs was commissioned to carry out the development of an outline business case for the project. This found that a new station at Skelmersdale could attract between 0.600m and 1.3m passengers per annum and that the overall project could have a BCR (benefit cost ratio) of between 1.5 and 2, which is regarded as good by the DfT.

As mentioned above, the GRIP 1 - 2 report identified a potential route for the rail link into Skelmersdale. However, this was a high level, mainly desk top study and it recommended that the feasibility of the identified route would need to be investigated in more detail at the GRIP 3 stage of the project.

Following discussions with Network Rail and Merseytravel it has been proposed that the next stage of the project will consist of a GRIP 2 refresh followed by GRIP 3A study. Normally GRIP 3 would be one complete process but due to the complexity of this project and to enable the County Council and partners to review the outcome of GRIP 3A, Network Rail advise that it would be sensible to create a break point at the end of this intermediate stage. Should the County Council and Merseytravel agree to continue with the project then it will proceed to GRIP 3 AIP (Approval in Principle).

In summary the next two stages will consist of the following:

a. The GRIP 2 refresh will consist of:

- Full timetable modelling and verification. This will take into account the type of rolling stock to be used, the requirements of freight trains to the Knowsley Freight Terminal and the minimum journey times to Manchester of no more than 60 minutes and Liverpool Central of no more than 30 minutes.

- A safety and compliance review will form an on-going element at all stages of the project. This will include ensuring the project complies with the technical specification for interoperability (TSI) and the requirements for persons of reduced mobility (PRM). The specification of the project will be kept under review by the Network Rail Acceptance Panel (NRAP). During the development of the project a full safety and compliance audit will be required and this will be undertaken by an independent body.
- The refresh is expected to take about 6 months to complete. At the end of this stage there will be a review of the project and it would be possible to cancel future work if it is not possible to develop a workable timetable. However, it is expected that the project will move onto the next GRIP 3A stage.

b. GRIP 3A will consist of:

- **Surveys** to carry out a range of intrusive surveys to establish ground conditions and identify any problems that would need to be overcome. Network Rail is proposing to split the surveys between the GRIP 3A and GRIP 3 - AIP stages. The surveys planned for the GRIP 3A stage should provide sufficient information on which to base the development of the track alignment, new stations and modifications to the existing stations at Kirkby and Rainford.
- **Track alignment and design:** to develop the track design up to GRIP 3 AIP stage (Approval in Principle). As this is the most important part of the project Network Rail advised that taking this through the full GRIP 3 process would give the County Council and Merseytravel greater certainty about the constructability of the new rail link.
- **Interfaces** with for example the local highway, utilities, pipelines, culverts etc. In particular this will involve looking at specific issues such as how to cross Grimshaw Street on the approach to the new station and also how the line will cross a number of pipelines to the south of the town and close to the proposed junction of with the existing Wigan to Kirkby line.
- **Electrification** to confirm if the ORR (Office of Rail & Road) will agree to the extension of the third rail electrification from Kirkby to Skelmersdale and also to ensure sufficient passive provision for overhead electrification in the future along with any additional electric power feeder stations that may be required.
- **Stations** to look at the remodelling of Kirkby and Rainford stations as well as the design of the new stations at Skelmersdale and Headbolt Lane.
- **The statutory powers** required to build and operate the new line and for the transfer of any non-Network Rail owned land into its ownership including that required for the new track and Skelmersdale station. It is assumed that a Development Control Order (DCO) will be required and that the lead body for this will be the County Council. The DCO will provide the powers required to acquire land, to construct the new rail link and then operate it as a railway.

- **Timescales:** Network Rail advise that this stage will take approximately 15 months to complete.
- On completion of the GRIP 3A stage Network Rail will provide a revised AFC (anticipated final cost) for the project.

The full list of the requirements for this project is set out in a document drafted by Network Rail called the 'Client Requirements Document – Skelmersdale Rail Link'. This has been developed following workshops involving officers from the County Council and Merseytravel and is still at a draft stage as final changes and clarifications are made to it. A copy of the draft document is set out at Appendix 'A'.

The County Council, in partnership with Merseytravel, is now proposing to commission Network Rail to undertake the GRIP 2 refresh and GRIP 3A feasibility work. The estimated cost of this is £5.1m with the costs met on an 85 / 15 basis by the County Council and Merseytravel respectively. The costs would be met over the 2017/18 and 2018/19 financial years with the details set out in the financial implications below. The estimated cost to the County Council would be £4.335m and to Merseytravel £0.765m. As part of the commissioning process the County Council would need to sign a Development Services Agreement (DSA) with Network Rail for the GRIP 2 refresh and the GRIP 3A stage and further details are set out in the Legal Implications section below. At the same time the County Council will also need to develop a 'back to back' Funding Agreement with Merseytravel to cover their contribution and the scope of work to be carried out in Merseyside. The Funding Agreement will need to ensure adequate risk sharing in the event of any changes to the scope of work carried out at the GRIP 3A stage.

Once the GRIP 3A stage has been completed it will be possible to undertake a full review of the viability of the project and to consider commissioning the GRIP 3 AIP (Approval in Principle) stage.

Consultations

Consultations have taken place with the following organisations:

- Merseytravel
- West Lancashire Borough Council
- Northern (Arriva Rail North)

Implications:

This item has the following implications, as indicated:

Financial

The cost of the GRIP 2 refresh and the GRIP 3A stage is estimated by Network Rail to be £5.1m with the costs spread over the 2017/18 and 2018/19 financial years. Previous meetings between the County Council and Merseytravel proposed that the costs of this stage should be shared on a proportionate basis to the anticipated capital costs identified in the GRIP 1 – 2 report in each authority's area. On this

basis the County Council's share would be 85% and Merseytravel's 15% of the GRIP 3 costs or £4.335m and £0.765m respectively.

The costs of the County Council's share of this stage will be spread over two financial years, i.e. 2017/18, £1.880m and 2018/19, £2.455m.

£4.700 million is allocated in the capital programme towards the development of the Skelmersdale Rail Link project over the financial years 2016/17 to 2018/19.

As stated in the recommendations above, approval is now sought to add two sums to the value of this programme:

- £0.955m from the County Council to be funded from first call on the 2018/19 annual DfT Transport allocation.
- £0.765m funding from Merseytravel.

This will bring the total value of the programme to £6.42m, an increase of £1.72m.

This total programme value of £6.42m will therefore comprise £1.320m GRIP 1-2 study costs, site acquisition and demolition costs, and £5.1m GRIP 2 refresh and GRIP 3A stage costs, as explained below.

To date, £0.070m has been approved for the Network Rail GRIP 1-2 Station Location Study and £1.25m for the acquisition of the Westbank site and the demolition of all buildings on this and the Glenburn High School site. In summary, therefore, £1.320m of the £4,700,000 has already been allocated leaving an unallocated balance of £3.380m. As the County Council's contribution to the £5.1m Grip 2 refresh and GRIP 3A stage cost is to be £4.335m, this leaves a funding shortfall of £0.955m. It is proposed that this is a first call on the 2018/19 annual DfT Transport funding already built into the current three year capital programme. However, it should be noted that the allocation to enable the purchase of the Westbank site and the demolition of all buildings on the Westbank and Glenburn sites will be recouped in future years.

Legal

The report has the following legal implications, as follows:

1. Network Rail

As part of the project the County Council will also need to sign a Development Services Agreement (DSA) with Network Rail. This is a templated document that has been developed by Network Rail for undertaking work for third parties. The document is regulated by the Office of Rail and Road. The key parts of the DSA are schedules 2 and 3 which set out the brief and remit for the scope of work to be carried out by Network Rail. Once the scope of work for the GRIP 3A stage has been agreed it will be possible to finalise the DSA.

2. Merseytravel

As the County Council will be the sole signatory of the DSA with Network Rail it will be necessary to develop a Funding Agreement between the County Council and Merseytravel to cover their financial contribution and the agreed remit for the areas

of study within Merseyside. The Funding Agreement will also need to cover risk sharing in the event of cost escalation.

Risk management

The following risks have been identified:

1. That Merseytravel do not confirm their contribution to the GRIP 3A stage. In this situation it would not be possible to proceed with the GRIP 3A feasibility study.

List of Background Papers

Paper	Date	Contact/Tel
West Lancashire Highways & Transportation Masterplan	October 2014	Richard Watts/ (01772 534582)
139606 Skelmersdale Rail Link Grip 1-2 Study	December 2014	Richard Watts/ (01772) 534582
Skelmersdale Rail Link Business Case Study	January 2015	Richard Watts/ (01772) 534582
Skelmersdale Grip 2 Feasibility Study (station location study)	December 2016	Richard Watts/ (01772) 534582

Reason for inclusion in Part II, if appropriate

N/A

Client Requirements Document – Skelmersdale Rail Link



Client Requirements Document Skelmersdale Rail Link

Client Requirements Document Template: ref: NR/PSE/FRM/0239, Issue 03, 20th March 2014

Prepared by : Sponsor

..... Date:
Sal Husein

Checked by : Requirements Manager

..... Date:
Adam Rixon

Approved by : Senior Sponsor

..... Date:

Accepted by : Client (Lancashire Council)

..... Date:

Accepted by : Client (Merseytravel)

..... Date:

Endorsed by : [Add Role]

..... Date:
(Print Name)

Optional Signatories

Endorsed by : [Add Role]

..... Date:
(Print Name)

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Document Ref: TBC

Issue: Draft 1.0

Date: 03/02/3017

CRD

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Document History

Issue	Date	Originator	Modification

Document Ref: TBC

Issue: Draft 1.0

Date: 03/02/2017

CRD

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1 Purpose

This document is the Client Requirements Document (CRD) for the Skelmersdale Rail Link developed with Lancashire County Council, West Lancashire Borough Council and Merseytravel.

This CRD has been developed following workshops with Merseytravel and Merseyrail held 09/12/2016 and with Lancashire County Council and Merseytravel held 04/01/2017. Summaries of these two workshops are provided in Appendix E of this document.

The Purpose of this document is to outline the clients' requirements that define the scheme's output and realise the business case.

This CRD supersedes the previous remit for a Skelmersdale Rail Link, which was issued by Mark Cleave on 24/02/2014.

The work conducted as part of this project/programme will be conducted under the following Oracle Project Codes:

Project Code	Description
139606	Skelmersdale Rail Link

1.1 Background Information

Skelmersdale has been identified as the second most populous town in the North West region without a railway station. This has been linked to the high levels of deprivation in the town. Car ownership in Skelmersdale is below average along with poor provisions for public transport and an outdated road network have contributed to social isolation and high unemployment in the town.

Lancashire County Council and West Lancashire Borough Council aspire to redevelop the town and surrounding areas by creating a new transportation hub comprising of a rail station, bus interchange, cycling facilities and car park facilities within Skelmersdale town centre.

1.2 Stakeholders

The following stakeholders have been identified:

Name	Organisation and Role	Contact
Richard Watts	Rail Development Manager - Lancashire County Council	richard.watts@lancashire.gov.uk Phone: 01772 534582 Mobile: 07887 831126
Mark Cleave	Rail Development Officer - Merseytravel	mark.cleave@merseytravel.gov.uk Phone: 0151 330 1902
Simon Olorenshaw	Asset Manager - Merseyrail	SOlorenshaw@MERSEYRAIL.org
Peter Richards	Planning Policy Manager - West Lancashire borough Council	Peter.Richards@Westlancs.gov.uk

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David Jones	Network Development Manager - Merseytravel	David.jones@merseytravel.gov.uk
Dave Colbert	Specialist Advisor - Transport Planning	Dave.Colbert@lancashire.gov.uk
Gary Jones	Lancashire County Council	Gary.Jones@lancashire.gov.uk
John Harrison	West Lancashire Borough Council	john.harrison@westlancs.gov.uk
Shane Fitzpatrick	Merseytravel	shane.fitzpatrick@merseytravel.gov.uk
Peter richards	Planning Policy and Implementation Team Leader - West Lancashire Borough Council	Peter.Richards@westlancs.gov.uk
Craig Harrop	Client and Stakeholder Manager - Northern Rail	Craig.Harrop@northernrailway.co.uk
Sal Husein	Sponsor - Networkrail	07515619067 Sal.Husein@networkrail.co.uk
Karsten Scholer	Business Development Manager - Networkrail	Karsten.Scholer@networkrail.co.uk
Cameron Badenoch	Programme Manager - Networkrail	Cameron.Badenoch@networkrail.co.uk
Byron Kerr-Dando	Strategic Planner - Networkrail	Byron.Kerr-Dando@networkrail.co.uk
Mike Froud	Designated Project Engineer - Networkrail	Mike.Froud@networkrail.co.uk

2 General Description of the Scheme

2.1 Business Objectives (Aspirations)

The project aspires to create a new transport hub at Skelmersdale to provide a direct rail link between Skelmersdale, Wigan and Liverpool. This aims to address issues of social deprivation and lack connectivity in Skelmersdale and improve the socio-economic status of the area.

The geographic scope of this work is limited to the line of route between Kirby Station and Wigan Wallgate Station (NW6015) and Skelmersdale town centre with new station buildings at Skelmersdale and Headbolt Lane.

This project is also the main element of West Lancashire's Highway and Transport Masterplan and is part of a wider scheme for Skelmersdale and West Lancashire which will transform the town and travel within the borough.

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2.2 Scheme Definition

The scheme is to initially review the feasibility of creating a heavy rail link to the current network line connecting Wigan and Kirby and the creation of two new stations; one at Skelmersdale and other at Headbolt Lane.

The scheme will also review the feasibility of extending Merseytravel's 3rd rail network out from Kirby to Headbolt Lane and in to Skelmersdale.

The Scheme aims to provide new infrastructure to support two trains an hour Liverpool to Skelmersdale direction and one train an hour Wigan to Skelmersdale.

The scheme will be reviewed at end each GRIP stage for viability ahead of progression to the next GRIP stage.

2.3 Boundaries and Relationships

2.3.1 Client Relationships

The promoters for this scheme are Lancashire County Council, West Lancashire Borough Council and Merseytravel.

Lancashire County Council are the lead Client for this scheme and for contractual purposes with Networkrail.

Funding for this scheme will be provided by the promoters and will include Networkrail fees and an appropriate level of contingency.

Networkrail will notify the lead client of periodic spend and will communicate any variation from the estimate which may require additional funding. The issue will be discussed by all parties to reach a satisfactory resolution of either an amended client remit or additional funding.

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2.3.2 Interfaces with other Projects

The Skelmersdale Rail Link project is known to interface with the following projects:

138514: Merseyrail New Rolling Stock

2.3.3 Geographical Boundaries

The new Skelmersdale Rail Link will connect to the WKL2 (Kirkby-Pemberton Junction) line. The precise junction locations are yet to be determined. Additionally this project will carry out some works on the WKL2 line between Kirkby and Rainford stations.

Strategic Route:	LNW
Route Number:	NW6015
Operating Route:	WKL2

2.4 Assumptions, Dependencies, Constraints & Risks

2.4.1 Assumptions

Reference	Details		
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A-SKM-1	Scheme will be delivered by end of 2026.
A-SKM-2	

2.4.2 Dependencies

Reference	Details
D-SKM-1	Re-modelling of impacted roundabouts in Skelmersdale is a pre-requisite of this scheme.
D-SKM-2	The knock-on effect that the new services and stations will have on pre-existing stations (e.g. Upholland, Rainford, Burscough Bridge) is to be considered.
D-SKM-3	Land at Glenburn site belonging to Lancashire County Council to be passed as required to NR (i.e. the land required for the station, Park & Ride etc.)
D-SKM-4	Land transfers to be completed before any "spades in ground" for this scheme.

2.4.3 Constraints

Reference	Details
C-SKM-1	Railway needs to cross Grimshaw Street.
C-SKM-2	There are service pipelines at the proposed location of the chord from WKL2 into Skelmersdale.
C-SKM-3	Tight tunnel at Upholland may constrain or prevent electrification of Skelmersdale-Wigan Wallgate route.
C-SKM-4	Existing Merseyrail power supply at Bank Hall may be inadequate for the extension to Skelmersdale (available power reduces with distance from supply).
C-SKM-5	Bay platform at Wigan Wallgate is short - will limit options for a potential Skelmersdale-Wigan Wallgate shuttle service.
C-SKM-6	It will only be possible to run a second train per hour between Skelmersdale and Wigan Wallgate if this route is electrified or a bi-mode train is used.
C-SKM-7	Land restrictions ('clean-ness of title') on land passed over may constrain works.

2.4.4 Risks

Reference	Details
R-SKM-1	Inability to extend existing 3rd rail network beyond Kirkby caused by ORR policy resulting in alternative traction being required between Kirkby-Skelmersdale.
R-SKM-2	Inability to build on the land at proposed location for Headbolt Lane station caused by e.g. issues with land purchase from council.
R-SKM-3	Restrictions on design / functionality / capacity of Headbolt Lane station caused by proximity of site to existing freight headshunt.

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2.5 Whole Life Cost Strategy

Whole life cost analysis will be produced as part of the Option Selection report and is required to inform the final option selection.

2.6 Scheme Key Milestones and Configuration States

The scheme will be reviewed for viability at the end each GRIP stage ahead of proceeding to the next GRIP stage. A detailed delivery programme with milestones will be produced for each GRIP stage and agreed with the clients.

3 Scheme Requirements

The requirements table located on the following pages contains all the requirements associated with this project at CRD level. These requirements are expected to be met throughout the ongoing development of this project and prior to entry into operational service. They are broadly categorised into the following subject areas:

Section 3.1 - Reference to Standards

Section 3.2 - Safety Requirements

Section 3.3 - Key Hazards

Section 3.4 - General Scheme Requirements

Section 3.5 - Performance Requirements

Section 3.6 - Strategic Maintenance Requirements

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Client Requirements Document - Skelmersdale Rail Link

Req't ID	Source Reference	Requirement and Heading	Acceptance Criteria	Supporting Information	Rationale
CRD-SKM-167		3.1 Reference to Standards			
CRD-SKM-168	Req's Policy	Standards, Policies and Legislation applicable to the project <i>shall</i> be identified and listed in Appendix D of this document.	Standards, Policies and Legislation applicable to the project will be identified and listed in Appendix D of this document.		This requirement is designed to ensure relevant standards and policies have been determined and recorded in this document. Note, the list is not exhaustive
CRD-SKM-169	Req's Policy	Project deliverables <i>shall</i> be compliant with the Standards, Policies and Legislation listed in Appendix D of this document.	Compliance with relevant Standards Policies and Legislation to be evidenced in accordance with the processes called on by the said documents.		It is not necessary, nor advisable to duplicate requirements contained in these documents This requirement is designed to ensure key Standards, Policies and Legislation will be verified throughout the project lifecycle.
CRD-SKM-170		3.2 Safety Requirements			
CRD-SKM-171	Safety by Design	Project Authorisation Strategy and the System Definition <i>shall</i> be produced and maintained throughout the lifecycle of the project/programme.	Current Project Authorisation Strategy and the System definition demonstrable		This requirement is designed to prompt start of key Safety by Design activities on the project

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Req ID	Source Reference	Requirement and Heading	Acceptance Criteria	Supporting Information	Rationale
CRD-SKM-172	Safety by Design	Interoperability status of the project <i>shall</i> be ascertained and maintained throughout the lifecycle of the project/programme.	Current status demonstrable		This requirement is designed to prompt start of key interoperability activities on the project
CRD-SKM-173	Safety by Design	The plan for entry into service <i>shall</i> be produced and maintained throughout the lifecycle of the project/programme.	Current plan for entry into service demonstrable		This requirement is designed to prompt start of key EiS activities on the project
CRD-SKM-174	Safety by Design	Independent Safety Advisor or an Assessment Body (AB) <i>shall</i> be appointed and related reports produced and maintained throughout the lifecycle of the project/programme.	Record of an Independent Safety Advisor or an ASBO and relevant reports demonstrable		This requirement is designed to prompt start of key Safety by Design activities on the project
CRD-SKM-175	Safety by Design	Declaration for control of risk <i>shall</i> be produced and maintained through the lifecycle of the project/programme	Declaration for control of risk will be produced and maintained through the lifecycle of the project/programme.		This requirement is designed to prompt start of key Safety by Design activities on the project
CRD-SKM-191		3.3 General Scheme Requirements			
CRD-SKM-286		3.3.1 Skelmersdale Station			
CRD-SKM-192	Lancs CC workshop 04/01/17	A new station <i>shall</i> be provided in Skelmersdale at the site of Glenburn college.		The Glenburn college site is assumed to comprise the space within the current boundaries of Glenburn college.	

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Req ID	Source Reference	Requirement and Heading	Acceptance Criteria	Supporting Information	Rationale
CRD-SKM-289	Lancs CC workshop 04/01/17	Skelmersdale station <i>shall</i> comprise two platforms in an island formation.		It is expected that Liverpool-bound trains will use one side of the island platform and Wigan-bound trains will use the other. The exact nature of this arrangement will be determined at a later stage.	
CRD-SKM-308	Lancs CC workshop 04/01/17	Skelmersdale station <i>shall</i> have capacity for 500,000 passengers per year.		500,000 passengers per year is the estimated station usage after the initial 4-year 'ramp up'. The estimate assumes this to comprise 250,000 journey 'pairs', the majority of which will originate from Skelmersdale.	
CRD-SKM-285	Lancs CC workshop 04/01/17	A car park with space for a minimum of 250 cars <i>shall</i> be provided at Skelmersdale station.			
CRD-SKM-287	Lancs CC workshop 04/01/17	The new car park at Skelmersdale station <i>shall</i> have passive provision for a future capacity of at least 500 car parking spaces.		TO DO - clarification required on the extent of the passive provision.	
CRD-SKM-288	Lancs CC workshop 04/01/17	Skelmersdale station <i>shall</i> have provision for up to 4 buses to stand.			
CRD-SKM-291		3.3.2 Headbolt Lane			
CRD-SKM-292	Merseytravel / Merseyrail workshop 09/12/17	A new station <i>shall</i> be provided at Headbolt Lane.		Exact location depends on land arrangements with Knowsley Council. Merseytravel to acquire land and confirm.	

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Req ID	Source Reference	Requirement and Heading	Acceptance Criteria	Supporting Information	Rationale
CRD-SKM-295	Lancs CC workshop 04/01/17	The new station at Headbolt Lane <i>shall</i> be designed and delivered in such a way that does not impinge on the continuation of the railway to Skelmersdale.			This requirement addresses the potential scenario where the Headbolt Lane element of this scheme ends up being delivered in advance of the Skelmersdale element.
CRD-SKM-293	Merseytravel / Merseyrail workshop 09/12/17	The ability for trains to pass <i>shall</i> be provided in the Headbolt Lane area.		<p>If the passing location encompasses Headbolt Lane station, then Headbolt Lane will be developed as a 2-platform station.</p> <p>Merseytravel have an aspiration to double the track between Fazakerley and Kirkby and to provide a second platform at Kirkby. This is to be developed as a costed option.</p>	
CRD-SKM-418		3.3.3 Rainford Station			
CRD-SKM-419		A study will be carried out to determine the platform modifications that would be required at Rainford station to support the new rolling stock (see also CRD-SKM-311 and CRD-SKM-298)			

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Client Requirements Document - Skelmersdale Rail Link

Req ID	Source Reference	Requirement and Heading	Acceptance Criteria	Supporting Information	Rationale
CRD-SKM-315		3.3.4 Alignment			
CRD-SKM-316	Merseytravel / Merseyrail workshop 09/12/17	The alignment of the new rail link into Skelmersdale <i>shall</i> be from the south i.e. connecting to the existing Wigan-Kirkby line (ELR:WKL2).			
CRD-SKM-317	Merseytravel / Merseyrail workshop 09/12/17	The alignment of the new rail link into Skelmersdale from WKL2 <i>shall</i> follow the Tawd Valley.		The intention is to exploit the pre-existing M58 overbridge across Whiteledge Road between Junctions 4 & 5	
CRD-SKM-296		3.3.5 Timetable & Journey Time			
CRD-SKM-429		Timetable modelling will be carried out using the latest base timetable available (currently expected to be the December 2017 timetable at the time the modelling for this scheme will be carried out).			
CRD-SKM-320	Merseytravel / Merseyrail workshop 09/12/17	Skelmersdale station <i>shall</i> replace Kirkby station as the interchange point for passenger journeys between Liverpool and Wigan Wallgate (or any cross-network part thereof) on the WKL2 route.		The current passenger interchange point between the Merseytravel and Northern networks on this route is Kirkby station.	
CRD-SKM-298	Lancs CC workshop 04/01/17	There <i>shall</i> be 2 trains per hour in each direction between Headbolt Lane and Skelmersdale.		These will be Merseytravel services. Options for service calls at Rainford station (which is likely to be the only station between Headbolt Lane and Skelmersdale) will be evaluated as part of timetable modelling.	

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Client Requirements Document - Skelmersdale Rail Link

Req ID	Source Reference	Requirement and Heading	Acceptance Criteria	Supporting Information	Rationale
CRD-SKM-299	Lancs CC workshop 04/01/17	There <i>shall</i> be 4 trains per hour in each direction between Liverpool and Headbolt Lane, 2 of which are continuations of the trains to/from Skelmersdale.		These will be Merseytravel services.	
CRD-SKM-300	Lancs CC workshop 04/01/17	There <i>shall</i> be 1 train per hour in each direction between Wigan Wallgate and Skelmersdale.		These will be Northern franchise services. The aspiration is for 2 trains per hour in each direction between Wigan Wallgate and Skelmersdale. The feasibility of this is to be explored during timetable modelling.	
CRD-SKM-301	Lancs CC workshop 04/01/17	The scheduled interval between trains in a 2 trains per hour service <i>shall</i> be 30 minutes \pm 5 minutes .			
CRD-SKM-302	Lancs CC workshop 04/01/17	The scheduled interval between trains in a 1 train per hour service <i>shall</i> be 1 hour \pm 0 minutes .			
CRD-SKM-303	Lancs CC workshop 04/01/17	Passengers interchanging at Skelmersdale station, from every alternate service originating from Liverpool to the hourly service heading towards Wigan, <i>shall</i> have a scheduled waiting time of no more than 10 minutes.			As the Skelmersdale to Wigan service will be one train per hour, the requirement for a maximum 10 minute interchange time can only apply to one of the two trains per hour arriving from Liverpool.

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Req ID	Source Reference	Requirement and Heading	Acceptance Criteria	Supporting Information	Rationale
CRD-SKM-304	Lancs CC workshop 04/01/17	The journey time in either direction between Skelmersdale and Liverpool <i>shall</i> be no more than 35 minutes.			
CRD-SKM-305	Lancs CC workshop 04/01/17	The journey time in either direction between Skelmersdale and Liverpool should be no more than 30 minutes.			
CRD-SKM-306	Lancs CC workshop 04/01/17	The journey time in either direction between Skelmersdale and Manchester <i>shall</i> be no more than 60 minutes.			
CRD-SKM-307	Lancs CC workshop 04/01/17	The journey time in either direction between Skelmersdale and Manchester should be no more than 45 minutes.		If 2 trains per hour run between Skelmersdale and Manchester, the expectation is for one to be a "fast" service with approx. 45 minutes journey time and one a "stopping" service with approx. 60 minutes journey time.	
CRD-SKM-309		3.3.6 Traction & rolling stock			
CRD-SKM-311	Lancs CC workshop 04/01/17	The route and infrastructure between Skelmersdale and Kirkby <i>shall</i> be capable of running Merseyrail's new Stadler rolling stock type. (TO DO - a reference to the issued design specification for the new rolling stock type is to be added to this requirement).		Unit length is 65m (1x2 car unit)	

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Client Requirements Document - Skelmersdale Rail Link

Req ID	Source Reference	Requirement and Heading	Acceptance Criteria	Supporting Information	Rationale
CRD-SKM-313	Lancs CC workshop 04/01/17	The route and infrastructure between Skelmersdale and Kirkby <i>shall</i> be capable of running trains at least 130 metres in length.		This length is based on a formation comprising 2 coupled 65m (4 car) units. Merseytravel advise that the new rolling stock needs minimum platform length of 122m, as calculated using the front cab door and back passenger door of a two unit train.	
CRD-SKM-314	Lancs CC workshop 04/01/17	The route and infrastructure between Skelmersdale and Wigan <i>shall</i> be capable of running trains at least 192 metres in length.			
CRD-SKM-327	Lancs CC workshop 04/01/17	Traction power between Kirkby and Skelmersdale <i>shall</i> be either 3rd rail DC or overhead line AC; the preference is for 3rd rail provided this is agreed by the ORR.		The scheme will evaluate the options of extending the third rail line (with ORR approval) and of using OLE power between Kirby and Skelmersdale as part of the option selection report	
CRD-SKM-321		3.3.7 Freight			
CRD-SKM-322	Lancs CC workshop 04/01/17	Capacity <i>shall</i> be provided for two freight trains to pass between the Liverpool and Wigan boundaries of this scheme - one in either direction - every two hours.			
CRD-SKM-323		3.3.8 Interfaces			
CRD-SKM-326		No major new projects (rail, road, housing) that would interface with this scheme are currently anticipated.			

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Client Requirements Document - Skelmersdale Rail Link



Req ID	Source Reference	Requirement and Heading	Acceptance Criteria	Supporting Information	Rationale
CRD-SKM-324	Lancs CC workshop 04/01/17	Existing pipelines within the boundaries of this scheme <i>shall</i> be protected or diverted from the works carried out by, and outputs delivered by, this scheme.			
CRD-SKM-325	Lancs CC workshop 04/01/17	The route of Grimshaw Street <i>shall</i> be unaltered by this scheme.			
CRD-SKM-329		3.3.9 Land			
CRD-SKM-330	Lancs CC workshop 04/01/17	The new station at Headbolt Lane <i>shall</i> be owned by Network Rail and operated by Merseyrail.			
CRD-SKM-331	Lancs CC workshop 04/01/17	The new station at Skelmersdale <i>shall</i> be owned by Network Rail and operated by the franchise operator (currently Northern).			
CRD-SKM-332	Lancs CC workshop 04/01/17	Statutory powers <i>shall</i> be obtained to acquire the land required for this scheme and subsequently operate the railway			
CRD-SKM-193		3.4 Performance Requirements			
CRD-SKM-194	Lancs CC workshop 04/01/17	Operational integrity of the two systems (Merseyrail and Northern) <i>shall</i> remain independent of one another.		TO DO - determine whether a valid additional requirement based on performance under perturbations / PPM can be agreed.	
CRD-SKM-195		3.5 Strategic Maintenance Requirements			
CRD-SKM-196		An agreement regarding maintenance of the new infrastructure introduced by this scheme will be developed at a later stage.			

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4 Appendices

4.1 Appendix A - Deliverables

The project will produce deliverable documents in accordance with GRIP, CSM and any additional deliverables listed in this Appendix.

No additional deliverables have been identified at this time.

4.2 Appendix B - References

Appendix B details the references to associated documents, drawings and other useful material used within this document. This section should not be used to list standards; Appendix D is to be used to capture applicable standards.

(1) Client To Sponsor Remit - Project: Skelmersdale Rail Link; Mark Cleave (Merseytravel); 24/02/2014.

(2) Stadler rolling stock specification - see CRD-SKM-311.

(3) Summary of Merseytravel and Lancs CC workshops - see Appendix E.

4.3 Appendix C - Glossary

Terms, Symbols and Abbreviations	Description
AB	Assessment Body
CDM	Construction Design and Management
CRD	Client Requirements Document
CSM-RA	Common Safety Method for Risk evaluation and Assessment. EU Regulation 402/2013
DRRD	Detailed Route Requirements Document
GRIP	Governance for Railway Investment Projects
H	High
IP	Infrastructure Projects
L	Low
M	Medium
May	Denotes a non-mandatory, non-binding suggestion or allowance of this specification
RAM	Route Asset Manager
RRD	Route Requirements Document
RSSB	Rail Safety and Standards Board
S	Safety
Shall	Denotes a mandatory, binding provision of this specification
Should	Denotes a desired, non-mandatory, non-binding preference or goal of this specification.
TSI	Technical Specifications for Interoperability
WLC	Whole Life Cost

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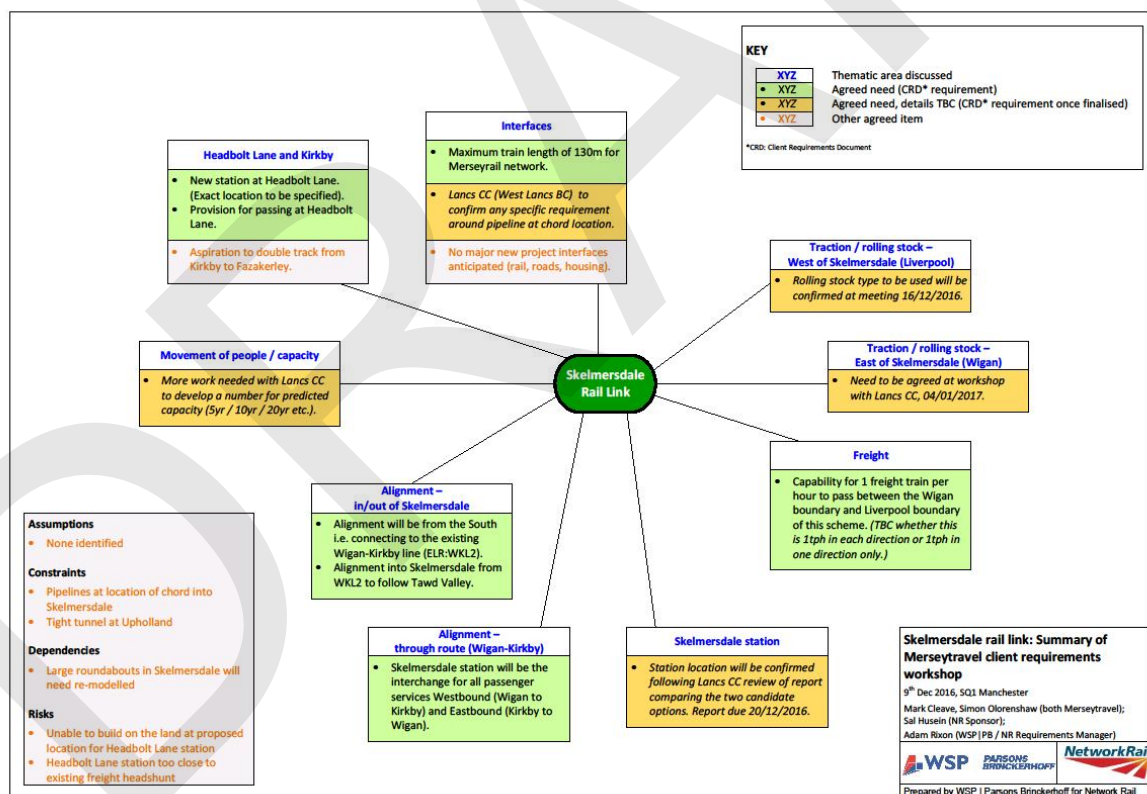
4.4 Appendix D - Applicable Standards

All standards to be accessed via the link: <http://networkrailstandards/bsi/Index.aspx>

Network Rail Standard Reference Number	Network Rail Standard Title/description
NR/L1/INI/CP0095	Network Rail Requirements Policy
NR/L1/INI/PM/GRIP/100	Governance of Railway Investment Projects (GRIP) – Policy
NR/L2/INI/02009	Engineering Management for Projects
NR/L2/RSE/100/02	Application of the Common Safety Method for Risk Evaluation and Assessment
NR/L3/INI/PG115/PS/018	Management of Change to Authorised Baselines (Project Change Control) including Contingency Management

4.5 Appendix E - Minutes of Client Requirement Elicitation Workshops

4.5.1 Merseytravel / Merseyrail Workshop 09/12/2016



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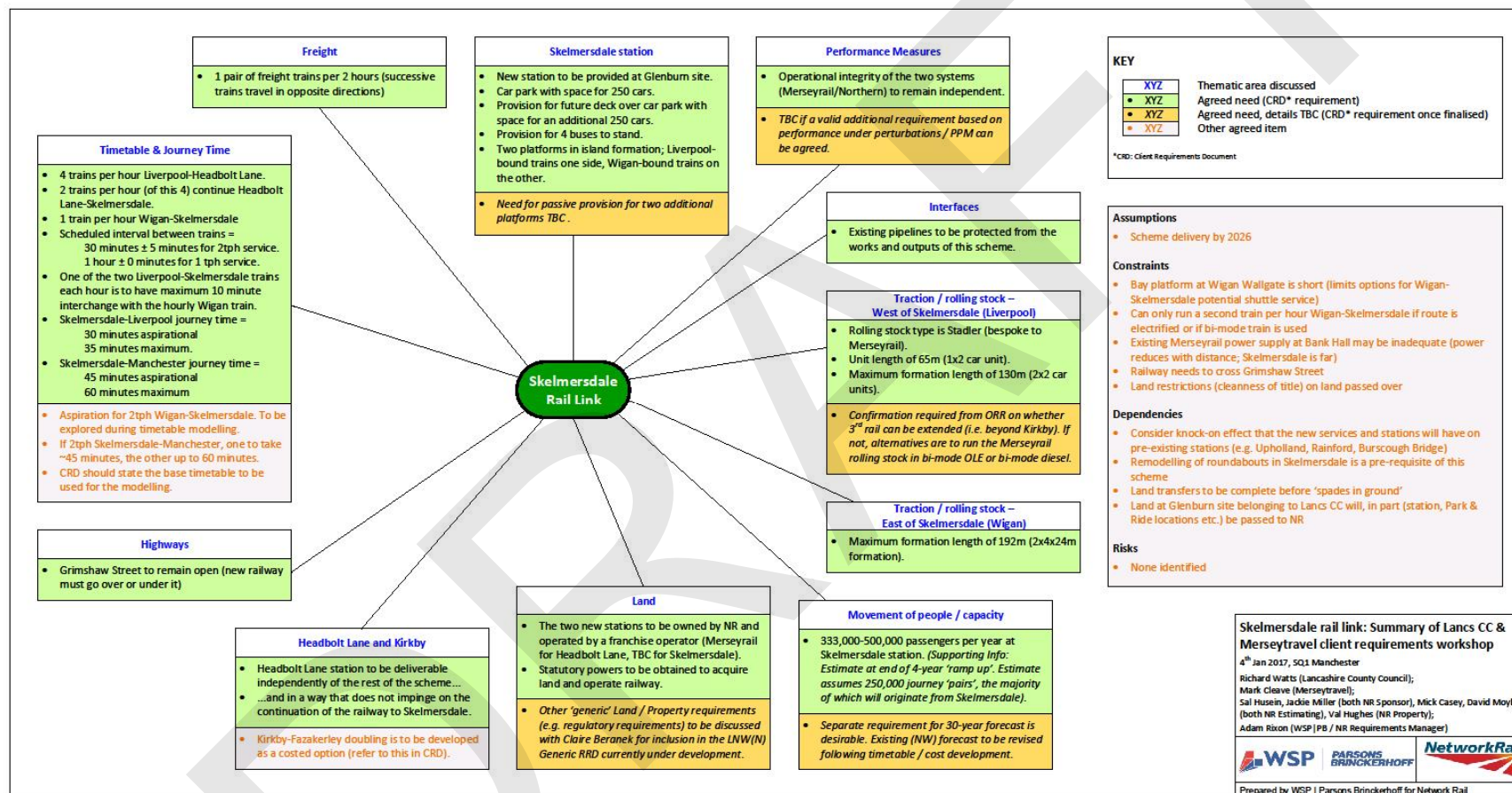
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4.5.2 Lancashire County Council / Merseytravel Workshop 04/01/2017



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Report to the Deputy Leader of the County Council
Report submitted by: Director of Corporate Commissioning
Date 13 March 2017

Part I

Electoral Division affected:
(All Divisions);

Capital Funding for 30 Hours Extended Entitlement

Contact for further information:
Mel Foster, Free Early Education Manager Tel: 07775 221259
mel.foster@lancashire.gov.uk

Executive Summary

In April 2016, as part of its commitment to support providers in delivery of the 30 hours extended entitlement, the Government announced it would be making £50m capital funding available for local authorities to submit funding bids for the creation of new childcare places.

In July 2016 the authority invited all eligible childcare providers in Lancashire to submit an application for funding. Childminders were not eligible to apply.

The authority received notification at the end of December 2016 that the Education Funding Agency had awarded funding to two of the six projects submitted by Lancashire totalling £1,466,130.

This report is requesting approval to add this funding to the 2017-2018 Children and Young People's block of the Capital Programme.

This is deemed to be a Key Decision and the provisions of Standing Order No. 26 have been complied with. Compliance with SO25 was not possible, the reason for this is that it was intended that this report would go to the Executive Scrutiny Committee in April. However, it has become clear that the sustainability of one of the two projects would be put at risk if a decision waited until April, and it is therefore necessary to proceed on an urgent basis so that approval for the grant spend can be obtained and the agreements signed prior to the April Decision Making Session and Executive Scrutiny Meeting.

Recommendation

The Deputy Leader of the County Council is requested to approve:

- i) the Early Years Capital Grant Funding received from the Education Funding Agency be added to the 2017-2018 Children and Young People's block of the Capital Programme;
- ii) the Early Years Capital Grant Funding is distributed in line with the legal agreements.

Background and Advice

All three and four years old children are currently entitled to 15 hours of free childcare a week. From 1 September 2017 this will increase by an additional 15 free hours for working parents of three and four year olds who meet the Government's eligibility criteria.

In April 2016, as part of its commitment to support providers in delivery of the 30 hour extended entitlement, the Government announced it would be making £50m capital funding available for local authorities to submit funding bids for the creation of new childcare places.

Each authority was notified how many individual project bids they could submit, based on the estimated number of children that were eligible for the 30 hours extended entitlement.

Lancashire County Council was able to submit a maximum of six projects on behalf of eligible childcare providers, where they could demonstrate clear evidence of the need for additional childcare places. There was a project limit of £1m, and this also had to include 25% match funding from each childcare provider. Local authorities were required to submit their bids by 31 August 2016 in order to be considered for any capital funding.

In July 2016 the authority invited all eligible childcare providers in Lancashire to submit an application for funding. Childminders were not eligible to apply.

Applications were received from nine childcare providers, and the authority undertook a shortlisting exercise to select the six projects that provided the strongest evidence of the need for additional childcare places.

There was no guarantee that any of the six projects submitted on behalf of Lancashire's childcare providers would be successful as the Education Funding Agency (EFA) stated that funding would be prioritised nationally to projects across

the country that were able to evidence the strongest need for additional childcare places.

The authority received notification at the end of December 2016 that the EFA had awarded funding to two of the six projects submitted by Lancashire totalling £1,466,130. The EFA stated that they would not provide any feedback on individual projects that were not successful.

The table below provides details of the two successful projects:

Childcare Provider	District	Total Cost of Project	Match Funding from Childcare Provider	EFA Capital Funding Grant Allocation	Number of Childcare Places Being Created
Ashbridge	Preston	£998,840	£249,710	£749,130	78 places
Little Sparkles	Preston	£956,000	£239,000	£717,000	120 places
Total Capital Grant Awarded to LCC From the EFA				£1,466,130	

Both of the above projects are situated on private land, and do not therefore impact on the Council's property strategy.

The projects have to be completed by 31 August 2017, at the latest, to ensure new places are available from 1 September 2017, and all funding must be spent by 31 October 2017

Terms and Conditions of Grant:

The EFA have issued the Grant Funding Agreement Terms and Conditions for the Early Years Capital Grant, and the Council's acceptance of these was emailed to them on 26 January 2017.

The Council has now received the full grant allocation from the EFA within the Authority's payment for February 2017.

A summary of the key points contained in the terms and conditions are as follows:

- The authority must allocate all of the grant to Eligible Providers and it must only be used for the purpose of carrying out the projects approved by the EFA.
- No additional funding will be provided under any circumstances, and no funding is being made available to cover administrative costs associated with the grant payments.
- The local authority must provide a progress reports to the Department for Education (DfE) by 15 May 2017, and regularly liaise with the delivery contractor 'Childcare Works' with progress updates.

- All projects must be completed by 31 August 2017, and all funding spent by 31 October 2017.
- Authorities that fail to ensure their providers deliver the agreed projects may have their funding withdrawn.
- Any underspend or surplus funds after completion must be notified to the DfE immediately, and should not be used to extend the scope of the original projects or to deliver other projects.
- Prior approval must be sought from DfE for the disposal, transfer or change of use of any asset exceeding £2,500 that was acquired/improved with the grant.
- If the authority or organisation that has been allocated funding fails to comply with any of the terms and conditions, the Authority may be required to repay all or part of the funding.

Project Management:

The Free Early Education Manager is the Project Manager and the Early Education and Learning Improvement Lead is the Project Sponsor. All decisions associated with the project will be presented to Education, Schools and Skills Management Team.

The project will be managed in a similar way in which the Capital Grant for Early Education Funding for 2 Year Olds from Lower Income Households (2013-14) was managed i.e:

- The two childcare providers will be required to sign the Council's Grant Funding Agreement. This is the legal agreement that will be in place between the Council and each of the childcare providers and outlines the terms and conditions of the grant funding allocation to which they must abide.
- The funding will be paid in instalments to each childcare provider, on receipt of valid invoices for works being undertaken.
- The childcare provider will be responsible for contracting with the private contractors undertaking the building work, and will be responsible for paying the contractor's invoices.
- Funding will be released to each provider on the basis of 75% of each invoice received, as each provider is required to provide 25% of match funding to the total cost of the project.
- Regular monitoring of each project will be undertaken to ensure the project is completed on time, are within the EYFS requirements and within budget.

The Council's VAT team has confirmed that there are no implications in terms of VAT as the money is being pass-ported directly to the two settings.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

As set out below.

Legal

The EFA has stated that the Council may be required to repay the Capital Grant in part, or full, should the Council not comply with any of the conditions and requirements of the EFA's Grant Funding Agreement.

In order to mitigate any risks a Funding Agreement between the Council and each childcare provider will be in place which will outline the terms and conditions of the capital grant funding, to which they must abide.

The Funding Agreement will include specific clauses to help mitigate the risks associated with the projects not been delivered within timescales; not being delivered within the agreed budget and any potential clawback of the funding by the EFA, as follows:

- A charge will be placed upon the land upon which the project will be built.
- Providers must ensure the project is completed by 31 August 2017.
- Providers must ensure all invoices are submitted to the Authority by 30 September 2017, in order for the Authority to ensure the grant is fully spent by 30 October 2017.
- Providers will not incur any financial liability it cannot meet and acknowledges that the Authority will not meet any additional costs above those agreed.
- Providers must complete monitoring forms at the request of the Authority to report progress on a regular basis.
- Providers must allow the Authority access at any time to enable it to review its activities under the Project.
- The Authority may require the Provider to repay the grant funding, in full or part should they fail to comply with any of the terms and conditions of the Funding Agreement.

The Council has replicated the obligations placed upon it in the grant funding agreement with the applicants.

There is a lack of clarity in some aspects of the EFA terms and the relevant issues have been raised with the EFA to ensure that its expectations of the Council will be met by the grant recipients.

In addition, in a meeting with one of the applicants it became clear that it intended to raise additional funding by way of a mortgage. This will only be feasible if the mortgage charge can be registered as a priority against other interested parties. In the event that there is any default leading to the premises being sold, the bank's charge will be satisfied before the Council's and it is unlikely that there would be sufficient equity to satisfy both on current land value. However, notwithstanding the possible dilution of the protection the Council would seek through a land registry charge, the usual financial due diligence was carried out in relation to the organisation and there were no concerns about the business or its finances.

Financial:

A financial due diligence exercise will be undertaken on both providers before the Grant Funding Agreement is issued.

- It is proposed that the Early Years Capital Grant funding allocation received from the Education Funding Agency totalling £1,466,130 be added to the 2017-2018 Children and Young People's block of the Capital Programme.

List of Background Papers

Paper	Date	Contact/Tel
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N/A		
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Reason for inclusion in Part II, if appropriate

N/A

Agenda Item 8c

(NOT FOR PUBLICATION: By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It is considered that all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information)

Document is Restricted

Agenda Item 8d

(NOT FOR PUBLICATION: By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It is considered that all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information)

Document is Restricted

(NOT FOR PUBLICATION: By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It is considered that all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information)

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(NOT FOR PUBLICATION: By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It is considered that all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information)

Document is Restricted

