

Public Document Pack



Cyngor Sir
CEREDIGION
County Council

Neuadd Cyngor Ceredigion, Penmorfa,
Aberaeron, Ceredigion SA46 0PA
ceredigion.gov.uk

30 August 2024

Lisa Evans

01545574177

Dear Sir / Madam

I write to inform you that a Meeting of the Thriving Communities Overview and Scrutiny Committee will be held HYBRID - NEUADD CYNGOR CEREDIGION, PENMORFA, ABERAERON / REMOTELY VIA VIDEO CONFERENCE on Thursday, 5 September 2024 at 10.00 am for the transaction of the following business:

1. **Apologies**
2. **Disclosures of personal interest (including whipping declarations)**
Members are reminded of their personal responsibility to declare any personal and prejudicial interest in respect of matters contained in this agenda in accordance with the provisions of the Local Government Act 2000, the Council's Constitution and the Members Code of Conduct. In addition, Members must declare any prohibited party whip which the Member has been given in relation to the meeting as per the Local Government (Wales) Measure 2011.
3. **Aberaeron Coastal Defence Scheme**
Members Update (Pages 3 - 18)
4. **To confirm the Minutes of the previous Meeting and to consider any matters arising from those Minutes (Pages 19 - 26)**

Members are reminded to sign the Attendance Register

A Translation Services will be provided at this meeting and those present are welcome to speak in Welsh or English at the meeting.

Yours faithfully

A handwritten signature in black ink, appearing to read 'L Edwards'.

Miss Lowri Edwards
Corporate Lead Officer: Democratic Services

To: Chairman and Members of Thriving Communities Overview and Scrutiny Committee

The remaining Members of the Council for information only.

CYNGOR SIR CEREDIGION COUNTY COUNCIL

Report to: Thriving Communities Overview and Scrutiny

Date of meeting: 5th September 2024

Title: Aberaeron Coastal Defence Scheme
Members Update

Purpose of the report: To Update Scrutiny on Progress

Reason Scrutiny have requested the information: To ensure scheme governance and oversight requirements are being met.

Cabinet Portfolio and Cabinet Member:

Councillor Keith Henson

Cabinet Member for Highways and Environmental Services and Carbon Management

1.0 Background

Ceredigion County Council (CCC) has been procuring the coastal defences at Aberaeron since Sept 1995 and commissioned a considerable number of Studies & Reports from several consultants.

An initial phase of the coastal defence scheme along North Beach was completed in 2009, and in relation to the construction works, CCC submitted a Full Business Case (FBC) to Welsh Government (WG) and obtained approval of the FBC on 28th July 2023 together with confirmation of funding of £1,943,548 from the Coastal Risk Management Programme (CRMP).

A report was presented to Ceredigion County Council's Cabinet on 4 July 2023, seeking approval *'to confirm agreement to enter into a contract with the preferred Contractor pending discussions regarding tender prices, funding allocation and formal approval of the Full Business Case from Welsh Government'*.

2.0 Project Procurement

Following a procurement process, via a mini competitive tender, drawn down from existing civil engineering framework, and in accordance with Cabinet minute 41 from 4 July 2023, the contract was awarded to BAM Nuttall Ltd on 31st August 2023 with a delayed occupation date of 4th December 2023.

BAM took occupation of the site as programmed and set up their compound before commencing construction works in January 2024.

3.0 Project Governance

Overall Project Management comprises of the Project Board and a Project Team.

- The board are responsible for governance and ultimate decision making within its remit.
- This project Team is responsible for the day-to-day management and implementation of the project.

The figure in APPENDIX 1 illustrates the relationship within the overall project governance arrangements.

The membership of the Project Board and all roles, responsibilities and terms of reference are highlighted in APPENDIX 2. The Project Board manages the activities and outputs of the project, to meet Welsh Government funding requirements and any specific guidance issued during the project's lifespan.

This governance model is predicated on:

- Moving confirmation of decisions up to the necessary level.
- Seeking higher levels of authorisation when required actions fall outside the delegated authorisation.
- Ensuring that stakeholder, strategic and democratic interests are maintained.
- Provide and allow for timely, necessary, and adequate scrutiny during the project.
- Allowing the Project Board to instruct, control and monitor the progress of the project via the Project team.

This methodology can best be demonstrated by the hierarchal structure illustrated in the governance arrangements in APPENDIX 1.

To ensure that adequate and sufficient governance is afforded to this project it is important for information to flow up to the various levels in a timely fashion.

The Project Board meets monthly or as close to a 4-5 week cycle as possible. The board is chaired by the CCC Project Manager who presents a number of set standard agenda items (example included as APPENDIX 3) to ensure the project remains on track to achieve its outcomes. The Project Board will authorise decisions which fall outside the remit of the ECC Project Manager's post.

The CCC Project Manager oversees the day-to-day management and monitoring of the external consultant teams to facilitate the delivery of the project and to acts as the client representative and link between the ECC Project Manager, the Project Board and Welsh Government, to ensure the work is completed on time and within budget.

The Engineering Construction Contract Project Manager (ECCPM) (Atkins Realis) coordinates the daily activities to ensure that the overall project requirements are met. The ECCPM will report directly to the Councils Project Manager. The Scheme project team meets monthly, comprising of representatives from Ceredigion County Council (Client), Atkins Realis (Designers & Project Supervision) and BAM Nuttall (Contractor), and is chaired by the ECC project manager.

The CCC Project Team meets weekly. The meeting is attended by the Councils Project Manager, the Change Control Officer, and the Project Assurance Officer. The team discuss and authorise decisions which lay within their remit and progress other decisions up to the Project board for approval as required.

The model allows ample and sufficient opportunities for appropriate delegation and governance of the project in line with the Council's policies, procedures, and processes.

4.0 Project Overview & Progress Update

Works Commenced on the 4th December 2023 with the setting up of the compound below Penmorfa and establishing access to the site from the compound.

The project comprises Six key areas which are interlinked as integral parts of the flood defence scheme, which are shown in APPENDIX 4.

South Beach - Improvements to South Beach in the form of removal and replacement of the existing timber groynes. Replacing and extending the existing rock revetment and placement shingle nourishment.

South Pier – Partial reconstruction of the seaward head of the South Pier and improving the durability of the remaining structure by drilling and grouting.

North Breakwater - Construction of a rock breakwater extending out from the North Pier with a public walkway along the top of the structure. Total length is approx. 270 meters long.

Quay Parade - The existing low concrete wall set back from the main harbour wall will be replaced with a reinforced concrete stone clad wall topped with glass panels 600-700mm and four Bi-fold flood gates. Repairs to the full length of the quay wall facing into the harbour by drilling and grouting.

Pwll Cam & Aeron River - A 55m section of new wall with glass panels will line the river Aeron from Pwll Cam up to the A487 bridge to increase protection from tidal overtopping.

Pwll Cam Flood Gate - A flood gate and control kiosk will be installed across the entrance to Pwll Cam harbour to prevent flooding in the inner harbour area.

5.0 Progress Update

South Beach

The South Beach revetment works are substantially complete from chainage 220m – 130m pending final inspections and testing. The Sabellaria translocation is still to commence and is pending progress to the North Breakwater.

South Pier

Drilling and grouting works to stabilise the South Pier are now complete. The design of the pre-cast concrete units are in production and delivery is awaited. Temporary works to create working areas to form the base slabs are ongoing. Removal of the existing heritage masonry is also ongoing. All necessary approvals and condition discharges from planning and CADW have been received,.

North Breakwater

Excavation and geotextile work to the toe have progressed to 240m, with the north toe 6-10t rock armour currently at 190m and south toe rock armour to 170m. Pre-cast concrete units have been approved to enable fabrication of moulds and units. There have been various incidents that have taken place during the construction of the breakwater:

- (i) a vessel was damaged when it ran aground on rocks located within the area published as foul grounds in a Local Notice to Mariners
- (ii) Feedback has been received relating to the marking of the harbour entrance channel, however the Harbour Authority has liaised closely with Trinity House to agree the necessary arrangements and markers required.
- (iii) The ground works subcontractor's excavator suffered electrical failure whilst working at the end of the breakwater, which resulted in the machine being submerged in the sea for two high tides. Extensive mitigation measures were put in place to prevent injury and pollution, and the excavator was successfully retrieved the next day without incident or harm to the workforce or the environment, and with the NRW's approval.

Rock Deliveries

The final delivery of rock from Norway was offloaded in early August. In total 112,000t of rock has been delivered as follows:

- 41,000t of 0.3t to 1t delivered from Hanson quarry & Norway.
- 4,480t of 1t to 3t delivered from Hanson quarry.
- 26,481t of 3 to 6t delivered from Norway.
- 40,832t of 6 to 10t delivered from Norway.

Quay Parade

Excavation and construction of the flood defence wall continues. At the time of writing, the following is complete:

- Excavation 11 of 19 bays complete.
- Foundation Poured 8 of 19 complete.
- Wall Poured 5 of 19 complete.

Adjustments to BT infrastructure works programmed for late August; Solutions agreed to resolve the clash with the SW drainage connection from the Harbourmaster and works are now complete. No delays are anticipated with the work by Others. Bi-folding flood gate designs have been resolved and are in manufacture; Glass wall panels ordered.

Pwll Cam and Gate

the Contractor is progressing with their formwork and temporary works designs and no issues are anticipated. All reinforced concrete details for the gate base slab and sill

have been instructed. Final construction issue drawings for the abutment reinforced concrete are imminent for PM instruction. Manufacture of the steel flood gate has commenced. The Gate control kiosk design and internal layout is approved and being detailed. Discussions between Party Wall Surveyors in respect to the occupation of and works to adjoining land is ongoing and awaiting contractor's programme to finalise the award. Commencement of these works have been delayed from Feb 24 to Oct 24. All stone trial panel planning condition discharges have been approved. Stonemason due to commence imminently.

River Aeron

Construction of capping beam complete between A487 bridge and Toad Hall; Revised design drawings for wall adjacent to Toad Hall required due to it not having a concrete core to support the capping for the glass flood wall; Confirmation has been received that soil nailing is the preferred option as other options required listed building consent. Proposals have been discussed with the main contractor so the design can progress in the most efficient and cost-effective manner. NMWTRA approval of tie-in detail between flood defence wall and A487 road bridge has been received.

Key risks and issues

The current top project risks identified are as follows:

- Completion of Party Wall Agreements.
- Delays due to unforeseen design changes.
- Re-design of River Aeron wall behind Toad Hall
- Scheduling work to coincide with the low tides and within the 7am - 7pm working hours restriction in the Marine License.
- North Breakwater PC concrete unit manufacture.

6.0 Programme & Budget

At the time of writing this report:

1. No claim for extension of time had been received.
Delays have however been experienced, and the Main Contractor is making their best endeavours to make up lost time where they can.
2. The overall project cost remains within the original contract sum.
There have been changes in the works information/scheme requirements resulting in cost variations, in the following areas:
 - Change from Insitu concrete for Precast concrete for the South Pier and North Breakwater Walkway.
 - Adjustments to statutory services
 - Adjustments to the Pwll Cam Gate Foundation
 - Delays due to Party Wall negotiations.
 - Redesign of part of River Aeron wall
 - Revised Bi-fold gate proposals along Quay Parade,
 - Revised compound access by making use of Penmorfa access road
 - Reduced drilling and grouting requirement for existing Harbour walls.
 - South Beach revised revetment design.
 - Bill of Quantity adjustments in respect to Rock Quantities

7.0 Conclusion

At the time of compiling this report, the Project Board were generally satisfied with the progress of the works, and that adequate and sufficient governance is being afforded to this project.

Wellbeing of Future Generations:

Has an Integrated Impact Assessment been completed? If, not, please state why.

No - Report is to provide update on scheme development

Summary of Integrated Impact Assessment:

Long term: N/A

Collaboration: N/A

Involvement: N/A

Prevention: N/A

Integration: N/A

Recommendation(s): To note the governance arrangements and progress being made on the Coastal Defence Scheme at Aberaeron, in order that Members are kept informed of progress.

Reasons for decision: N/A

Contact Name: Rhodri Llwyd

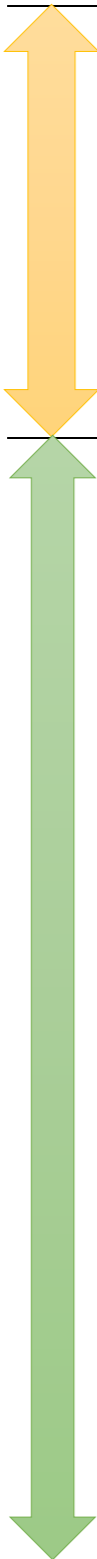
Designation: Corporate Lead Officer
Highways and Environmental Services

Date of Report: 16 August 2024

Acronyms: CRMP - Coastal Risk Management Programme .
ECCPM – Engineering Construction Contract Project Manager
FBC - Full Business Case

Appendices: Appendix 1 – Project Governance Diagram.
Appendix 2 - Project Board - Terms of Reference
Appendix 3 – Sample Agenda
Appendix 4 - Plan of Works Areas

Aberaeron Coastal Defence Scheme - Project Governance



FULL COUNCIL

CABINET

SCRUTINY COMMITTEE

SENIOR RESPONSIBLE OFFICER
 Corporate / Programme Management / Customer
 Rhodri Llwyd
 Corporate Lead Officer
 Highways and Environmental Services

PROJECT BOARD							
Project Assurance	Senior User	Senior Finance Officer	Senior Supplier	Executive	Change Authority	Procurement Officer	Project Manager
Rhodri Llwyd CLO HES	Russell Hughes-Pickering CLO Economy & Regen	Duncan Hall CLO Finance & Procurement	Steve Hallows Serv. Man. Highways Development	Barry Rees Corporate Director	Phil Jones Corporate Manager Highways	Jeanette Jones Corporate Manager Procurement	Alan Haird PM Coastal Defence Schemes

Project Assurance
 Rhodri Llwyd
 CLO Highways and Environmental Services

Change Authority
 Phil Jones
 Corporate Manager Highways

CCC PROJECT MANAGER
 Alan Haird
 PM Coastal Defence Schemes

PROJECT TEAM					
Rob Morgan AtkinsRéalis Technical Design Support	Matt Tierney AtkinsRéalis Technical Design Support	Dunk Roberts AtkinsRéalis Principal Designer	Samuel Richards AtkinsRéalis QS	Steve Phillips AtkinsRéalis ECC Site Supervisor	Hannah Miller AtkinsRéalis Env. Cler of Works

ECC PROJECT MANAGER
 Louis Wiltshire
 AtkinsRéalis
 ECC PM

CONSTRUCTION TEAM							
John Clancey Safety and Environmental	Keith Hughes Site Forman	Emyr Thomas Site Agent	Ray Jones Contract Manager	Dominic Iglinski Commercial Manager	Andrew Pointon- Bell Project Manager	Abby Davies QS	Tony Bajjada Public Liaison Officer

This page is intentionally left blank

Aberaeron Coastal Defence Scheme

Project Board - Terms of Reference

V3 – 01/04/2024

Alan Haird

Project Manager Coastal Defence Schemes



Cyngor Sir
CEREDIGION
County Council



Caru Love
Ceredigion

Version Control

Version	Action	Author	Date
V1	Initial Draft	Alan Haird	22/11/2023
V2	Issued	Alan Haird	27/11/2023
V3	Revised to reflect Officer Changes	Alan Haird	01/04/2024

Aberaeron CDS

Project Board Terms of Reference

1. PURPOSE:

The purpose of the Project Board is to oversee the delivery of the Aberaeron Coastal Defence Scheme. The Board will:

- 1.1 Oversee and monitor delivery of the project and programme of works as set out in the WG funding application and any subsequent changes agreed.
- 1.2 Ensure that roles and responsibilities are clearly defined and that staff resources are in place to enable the effective implementation of the project.
- 1.3 Ensure the project is delivered to time and key milestones are met (activity delivery, spend, outputs)
- 1.4 Monitor and approve work packages ensuring that the project does not exceed the available budget.
- 1.5 Monitor the procurement of consultants and contractors as required during the execution of the works.
- 1.6 Receive and consider exception reports to identify variances in project delivery and where appropriate ensure actions are implemented to address any variances.
- 1.7 Oversee the financial management and monitoring of the project and external grant funding requirements.
- 1.8 Set Change Control limits to facilitate swift resolution to change requests, on cost, scope and programme, without having to revert to the Project Board for a decision.
- 1.9 Receive and agree project risk and issues logs and take actions accordingly to mitigate risks and resolve issues that have been elevated by the Project Manager.
- 1.10 Report progress with the delivery of the project and escalate any significant issues, decisions or changes in project and risk register for information/decision via the appropriate governance route.
- 1.11 Ensure that the project benefits, outcomes and outputs are delivered, and that appropriate monitoring and evaluation of the project is in place in accordance with grant funding requirements.
- 1.12 Agree a communication plan and approve external communications and protocols.
- 1.13 Ensure key stakeholders are consulted, engaged and updated as appropriate.
- 1.14 Confirm the successful delivery and sign-off of the project.

2. FUNCTIONS:

- 2.1 The Aberaeron CDS Project Board will report via the governance route outlined in Governance Diagram.
- 2.2 Where actions relating to matters considered by this Board reasonably fall on officers to undertake, then the Board may steer officers in taking those actions provided that such decisions did not exceed the limitations on cost, scope and programme.
- 2.3 Where a decision is required that exceed the limitations on cost, scope and programme, then the Project Board may make recommendations via the appropriate governance structure.

3. MEMBERSHIP:

3.1 The core membership of the Board will comprise:

Name	Role	
Barry Rees – Corporate Director	Executive	The Executives role is to ensure the project is focused throughout its life on achieving its objectives and delivering a product that will achieve the forecasted benefits. The Executive must ensure that the project gives value for money, ensuring a cost-conscious approach to the project, balancing the demands of the business, user and supplier.
Russell Hughes-Pickering - Corporate Lead Officer, Economy and Regeneration	Senior User	Responsible for specifying the needs of those (incl. operations and maintenance services) who will use the product for user liaison with the project management team and for monitoring that the solution will meet those needs within the constraints of the business case in terms of quality, functionality and ease of use.
Rhodri Llwyd – Corporate Manager, Highways and Environmental Services	Project Assurance / SRO	To monitor all aspects of the project's performance and products independently of the Project Manager. Can be part of the Project Board
Duncan Hall - Corporate Lead Officer, Finance and Procurement	S151 Office / Senior Finance Officer	To oversee the financial monitoring & forecasting, supplier payments, grantee payment, and contract accounting on the assigned projects.
Jeanette Jones – Corporate Manager, Procurement (Replaced George Riley April 24)	Procurement	To oversee and advise on all procurement matters in relation to purchases and sourcing of services and products.
Phil Jones - Corporate Manager, Highways and Environmental Services	Change Control	The person or body who considers all requests for change. If few changes are expected, the project board may undertake the role, or it could be delegated to the project manager. The change authority will have a change budget, agreed by the customer and the supplier. The project board may limit the amount that can be used per single change, or per project stage.
Steve Hallows – Service Manager, Highways and Environmental Services	Senior Supplier	Represents the interests of those designing, delivering, facilitating, procuring and implementing the project product. This role is responsible for the quality of products delivered by the supplier and is responsible for the technical integrity of the project.
Alan Haird – Project Manager Coastal Defence Schemes	Project Manager	To oversee the day-to-day planning and delivery of the project and ensure the work is completed on time and within budget.

- 3.2 Substitutes are permitted.
- 3.3 The chair of the Board will be the Senior Responsible Officer or his/her deputy.
- 3.4 External attendees may be invited to the meeting, such as to present information or offer expert advice.
- 3.5 Agendas and papers for meetings will be sent to attendees at least 5 calendar days prior to each meeting of the Board.
- 3.6 For every meeting the agenda shall include: Highlight Report; Programme; Project Risk Register; Issues; Change Control; Finance.

4. FREQUENCY:

- 4.1 Project Board meetings will be held monthly at least 7 calendar days after the Monthly Project Progress meeting.
- 4.2 The frequency and format of the meetings may be reviewed in future and is subject to change dependent on the agreement of members. The Chair may request additional meetings if they consider this to be appropriate.

5. SECRETARIAT

- 5.1 Administrative support for the Board will be provided by a Project Support Officer and the Project Manager who will be responsible for undertaking the following roles and functions which includes:
 - i. Ensuring the Board is established and meets regularly.
 - ii. Preparing the agenda, minutes for meetings in conjunction with the Project Manager
 - iii. Inviting participants and managing attendance
 - iv. Taking minutes of the meeting and drafting and circulating the meeting action log
 - v. Supporting the follow up and actions from meetings.

6. REVIEW:

- 6.1 Terms of reference, functions and membership of the Board will be reviewed as necessary.

Project Board Agenda

Project:	Aberaeron Coastal Defence Scheme		
Meeting place:	Microsoft Teams		
Meeting:	Project Board Meeting No.1		
Date:	08 January 2024	Time:	10.00am
Invitees:	Barry Rees (BR) – Corporate Director Russell Hughes-Pickering (RHP) - CLO, Economy and Regeneration Rhodri Llwyd (RL) – CLO, Highways and Environmental Services Duncan Hall (DH) - CLO, Finance and Procurement George Ryley (GR) – CM, Procurement Phil Jones (PJ) - CM, HES Steve Hallows (SH) – Service Manager, HES Alan Haird (AH) - Project Manager Coastal Defence Schemes		

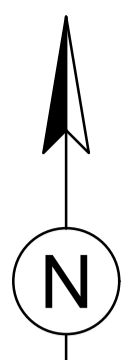
- 1.0 Introduction & Apologies
- 2.0 Declaration of Interests
- 3.0 Previous Minutes – Acceptance & Matters arising
- 3.0 Project Governance
- 4.0 Highlight Report
 - A Actions Since Commencement
 - B Party Wall & Neighbouring Owners
 - C ECC Project Managers Instructions
 - D Design Submissions for Approval
 - E Compensation Events
 - F Early Warnings
 - G Technical Queries Raised
 - H Resources Required
 - I Programme Summary
 - J Project Costs – Spend to Date / Projected Monthly Forecast
- 5.0 Any Other Business
- 6.0 Date for Next Meeting

Attachments Enclosed:

- i. [PB Meeting No.1 Minutes.](#)
- ii. [Full Programme – 12 Dec 23 - for info](#)
- iii. [Projected Monthly Spend Forecast – Nov 23 version.](#)
- iv. [Main Contractors Dashboard – December Progress meeting update – For Information](#)

This page is intentionally left blank

100
10
0
Millimetres



DO NOT SCALE

- NOTES:**
- ALL DIMENSIONS ARE IN MILLIMETRES UNLESS NOTED OTHERWISE.
 - ALL LEVELS IN METRES TO ORDNANCE DATUM NEWLYN.
- KEY**
- TILT BARRIER/ FLOOD GATE
 - INNER HARBOUR WALL WORKS
 - INNER HARBOUR FLOOD GATE
 - RIVER WALL WORKS
 - SOUTH PIER WORKS
 - PROPOSED DRAINAGE
 - PLANNING BOUNDARY (BASED ON SITE COMPOUND INDICATED AND ANTICIPATED TRANSPORT ROUTES)
 - CEREDIGION COUNTY COUNCIL OWNED LAND
 - EXISTING CONCRETE WALL TO BE REMOVED AND REPLACED WITH A MASONRY AND GLASS WALL
 - REPLACEMENT OF EXISTING GROYNES
 - SITE COMPOUND
 - ACCESS / EGRESS
 - ALL WALES COASTAL PATH
 - ALL WALES COASTAL PATH DIVERSION

SAFETY, HEALTH AND ENVIRONMENTAL INFORMATION

In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

CONSTRUCTION

Potential for striking live underground services or unrecorded services. Working in intertidal zone and potential for work area to become inundated. Risk of collapse of unstable structures such as South Pier. Access to the car park near the Yacht club is restricted as the area is used for boat storage during the winter. Access to Quay Parade is narrow with parked vehicles present adjacent to the harbour wall. The harbour is operational with small leisure craft and fishing boats accessing and egressing during high water. Potential presence of Sabellaria at North Beach. Presence of historic fish traps on South Beach to be demarked during construction. Risks to the natural environment and ecology as detailed in the Environmental Statement.

MAINTENANCE/CLEANING

Damage to flood defences i.e. rock structures, glass panels & tilt barriers to be inspected regularly and after storm events. Optical obstruction sensors on tilt barriers to be maintained in operating condition. Refer to Pwll Cam Gate Operating Manual.

DECOMMISSIONING/DEMOLITION

As construction. It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement

Rev.	Date	Description	By	Chk'd	App'd
C05	02/10/23	FOR CONSTRUCTION	DJW	MJT	RAM
P01	16/12/21	FOR TENDER	DJW	MJT	RAM
C04	05/11/21	FOR PLANNING	DJW	MJT	RAM
C03	03/06/21	FOR PLANNING	ARJ	MJT	RAM
C02	26/03/21	FOR PLANNING	DJW	MJT	RAM
C01	10/03/21	FOR CLIENT COMMENT	DJW	MJT	RAM

Drawing Status: **FOR CONSTRUCTION** Suitability: **A2**

ATKINS West Glamorgan House
12 Orchard Street
Swansea
SA1 5AD

Tel: +44 (0)1792 641172
Fax: +44 (0)1792 472019
www.atkinsglobal.com

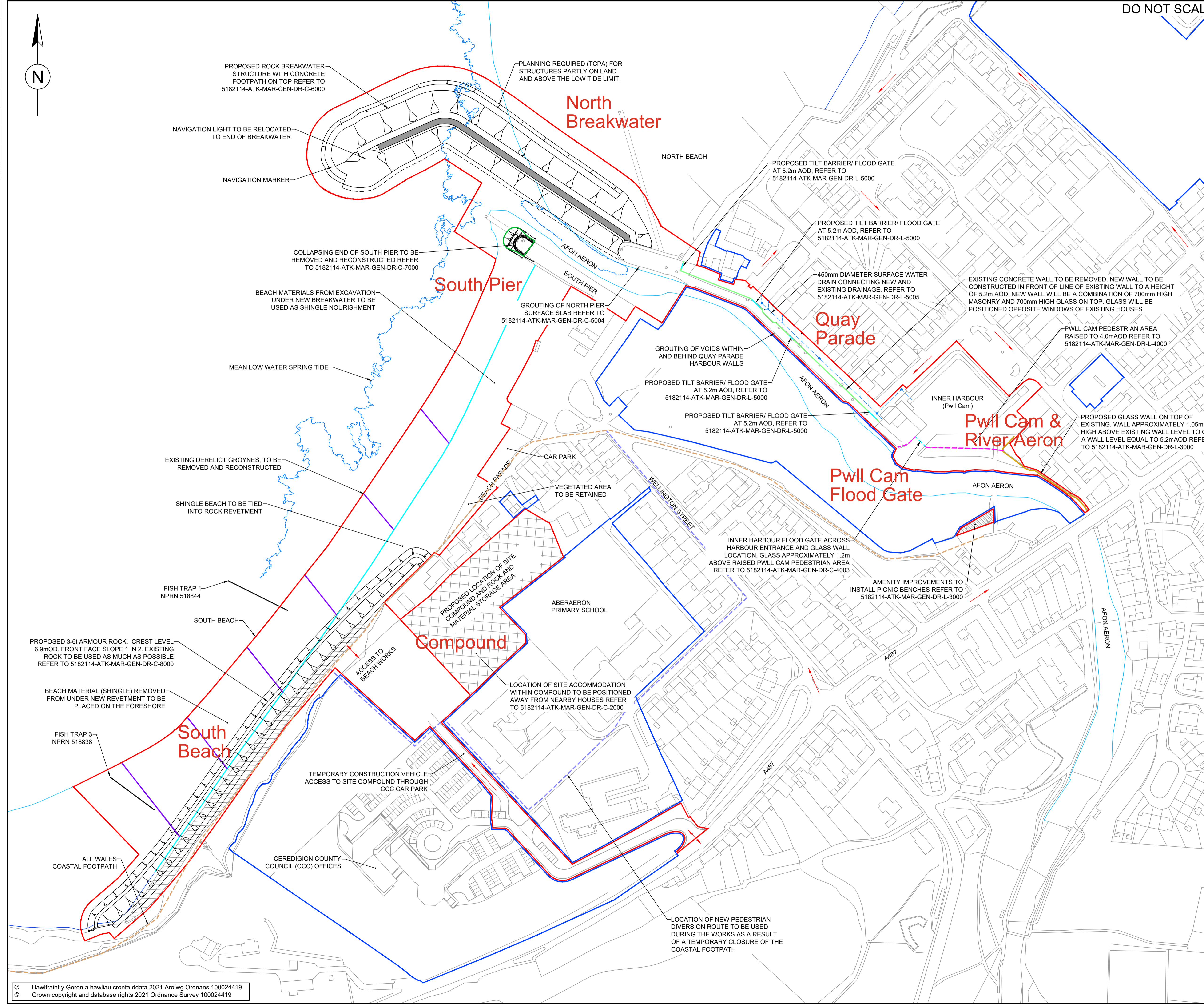
Copyright © Atkins Limited (2018)

Client: Cyngor Sir CEREDIGION County Council

Project Title: **ABERAERON COASTAL DEFENCE SCHEME**

Drawing Title: **OVERALL SCHEME ARRANGEMENT**

Scale	Designed	Drawn	Checked	Authorised
1:1250	MJT	DJW	MJT	RAM
Original Size	Date	Date	Date	Date
A1	22/02/21	22/02/21	10/03/21	10/03/21
Drawing Number	Revision			
5182114-ATK-MAR-GEN-DR-C-1000	C05			



This page is intentionally left blank

Minutes of the Meeting of THRIVING COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE
held at the Hybrid - Neuadd Cyngor Ceredigion, Penmorfa, Aberaeron / remotely via video conference on Thursday, 11 July 2024

Present: Councillor Marc Davies (Chairman), Councillors Shelley Childs, Gethin Davies, Meirion Davies, Rhodri Evans, Chris James, Maldwyn Lewis, Sian Maehrlein, John Roberts & Carl Worrall.

Also in attendance: Councillors Euros Davies, Raymond Evans, Keith Evans, Rhodri Evans, Hugh Hughes Gareth Lloyd and Wyn Thomas.
Rhodri Evans

Cabinet Members present: Councillor Keith Henson.

Officers in attendance: Mr Rhodri Llwyd, Corporate Lead Officer, Highways and Environmental Services; Mr Phil Jones, Corporate Manager, Highways Services, Mrs Lisa Evans, Standards and Scrutiny Officer and Neris Morgans, Democratic Services Officer and Mrs Dana Jones, Democratic and Standards Officer

1 Apologies

None.

2 Disclosures of personal interest (including whipping declarations)
Members are reminded of their personal responsibility to declare any personal and prejudicial interest in respect of matters contained in this agenda in accordance with the provisions of the Local Government Act 2000, the Council's Constitution and the Members Code of Conduct. In addition, Members must declare any prohibited party whip which the Member has been given in relation to the meeting as per the Local Government (Wales) Measure 2011.

None.

3 Off Street Pay and Display Car Park Review proposals June 2024

Councillor Keith Henson, Cabinet Member outlined the report upon the Off Street Pay and Display Car Park Review proposal June 2024 and Mr Rhodri Llwyd, Corporate Lead Officer, Highways and Environmental Services subsequently provided Members with a detailed power point presentation on the Car park review proposals. The following information was provided:-

- **Background**
 - Package of proposals to meet income target
 - Need to be considered /accepted in their entirety
 - Simplified charges and arrangements
 - Failure to meet target will mean further cuts to services/functions within HES
- **Changes to Season Ticket Offering**

- Remove car park specific season ticket options
 - Establish new 'Ceredigion Long Stay Season Ticket' *
 - *Establish new 'North Road and Ceredigion Long Stay Season Ticket'
 - Revised scale of Charges for Season Tickets
- **Extend Maesyrafon Car Park**
 - Road Traffic Regulation Act 1984 (RTRA)
 - S45-S46 enables the designation of charged for parking places on highways
 - Changes will require the making of a Traffic Regulation Order (TRO), which will be subject to public consultation
- **Change Designation of Gloster Row**
 - Change the designation to a Season Ticket car park
 - Small car park with limited number of spaces
 - Access is restricted due to its location
 - Predominantly used by residents
 - Not cost effective to install new P&D machine
- **Change Designation of Pendre**
 - Historically a Permit Holder only car park
 - Better utilised as a short stay P&D car park
 - Prime location, near to main shopping areas
 - Provides level access to those with limited mobility
 - Affords free parking outside charging hours
- **Simplification of Charges / Tariffs**
 - All types of vehicle paying the same rate in a car park
 - Two bands of charging – coastal and inland
 - Standardised tariffs in all* car parks 2, 4 and 24hrs
 - Removing weekly ticket tariff options
 - Consistency of all year and hours of charging
- **Reduce Frequency of Changes to F&C**
 - Currently reviewed annually through F&C
 - Proposed to change to a 3-year or 5-year review cycle
 - Reduction in cost
 - Reduction in administration
 - Long term consistency
 - Greater certainty for customers
 - Period of price stability
- **Change Approach to Blue Badges**
 - Currently free parking only for specific criteria
 - Proposed to change that blue badge holders receive an additional 1hr free on top of paid for parking
 - Aligns with neighbouring Authorities
 - Easier to communicate the position to users

- **Administrative/Housekeeping**
 - Consolidate all changes into one TRO
 - TRO will be subject to public consultation
 - Proposals considered as a single package

Members thanked the Cabinet Member and Corporate Lead Officer for a comprehensive report and following questions from the floor and clarification on the proposals, it was RESOLVED that a recorded vote be taken and the voting was as follows: -

For: Councillors Marc Davies, Gwyn Wigley Evans, Shelly Childs, Gethin Davies, Meirion Davies, Wyn Evans, Chris James, Maldwyn Lewis, Sian Maehrlein, John Roberts and Carl Worrall (11)

Against: None

Abstention: None

It was therefore AGREED to recommend to Cabinet to support the package of proposals subject to the following:-

- (i) that an Integrated Impact Assessment be completed on the proposals,
- (ii) that a report on the outcome of the public consultation on the proposals be presented to the Committee prior to consideration and final agreement by Cabinet; and
- (iii) that the charges proposed to Blue badge holders be omitted from the proposals

- 4 On-street Charges for Parking Proposals - Aberystwyth Promenade**
Councillor Keith Henson, Cabinet Member outlined the report upon the On-street Charges for Parking Proposals - Aberystwyth Promenade and Mr Rhodri Llwyd. Corporate Lead Officer, Highways and Environmental Services subsequently provided Members with a detailed power point presentation on the proposals. The following information was provided:-

- **Background**
 - Origins in previous studies:
 - Aberystwyth Masterplan: Transportation Statement 2006
 - Capita Report 2016
 - Strike a balance between the needs of access to services, residents, businesses, students and visitors to the town
- **Enabling Legislation**
 - Road Traffic Regulation Act 1984 (RTRA)
 - S45-S46 enables the designation of charged for parking places on highways
 - Changes will require the making of a Traffic Regulation Order (TRO), which will be subject to public consultation
 - S55 of the RTRA requires the LA to keep account of income and expenditure

- Surplus may be used for items such as:
 - Making good deficits in the parking account
 - Meeting the cost of off-street parking infrastructure
 - Public bus services
 - Highway improvements
 - Environmental improvements
- **Proposal**
 - The principle for charging may not be popular or accepted by all
 - The proposal provides for greater availability of parking by increasing turnover without negatively impacting on the economy of the town or wellbeing of its residents
- **The Case for Change – Scheme Benefits**
 - Increased on-street parking turnover
 - Anticipated increased trade
 - Greater use of public transport
 - Reduction in traffic congestion
 - Improved traffic flows
 - Greater levels of active travel
- **Arrangements for Blue Badge Holders**
 - Blue Badge holders would be:
 - exempt from charges when parking in a charged for space
 - exempt from any limit on maximum period of stay within a charged for space
- **Charging Structure**
 - £3.50 for 2hrs
 - £5.00 for 4hrs
- **Charging Assumptions**
 - Charging from Castle Point to Constitution Hill
 - 8am to 8pm
 - Mon – Sun (7 days/week)
 - Options for 2hr or 4hr parking
 - Payment by app/phone or by cashless P&D machines

Following questions from the floor and clarification on the proposals, the Chair requested any other amendments/proposals from the Committee to recommend to Cabinet, however, none were forthcoming. It was RESOLVED that a recorded vote be taken and the voting was as follows: -

For: Councillors Chris James and Maldwyn Lewis (2)

Against: Gwyn Wigley Evans, Shelly Childs, Gethin Davies, Meirion Davies, Wyn Evans, Sian Maehrlein, John Roberts and Carl Worrall (8)

Abstention: Councillor Marc Davies (1)

It was therefore agreed **not** to support the proposals put forward in relation to the introduction of charged for parking along the Promenade in Aberystwyth.

5 Winter Service Provision

Consideration was given to the Report upon the Winter Service Provision in order to provide a comprehensive review of the Winter Service to Members of the Committee. Mr Phil Jones, Corporate Manager, Highway Services provided the following information by power point presentation:-

- The Legal Position
 - Statutory duty of highway authorities to maintain the highway by the insertion, after Section 41(1) of the Highways Act (1980).
 - It is not reasonable either to:
 - Provide the service on all parts of the Network;
 - Nor
 - Ensure running surfaces are kept free of ice or snow at all times, even on the treated parts of the network, as far as is reasonable.
- Returning to what may be considered 'reasonable'. When comparing the percentage of the county road network which was pretreated in advance of forecasted ice and/or snow by our neighbouring authority areas, Ceredigion was circa 20% whilst Pembrokeshire was 19%; Powys was 19%; and Carmarthenshire was 22%.
- Review 2024-25
The proposed update in advance of the 2024-25 Winter Season would need to align with the approved new Code of Practice for Highway Safety Inspection and Defect Rectification Policy, which advocates a data led risk based prioritisation approach.
- Assessment Scoring 2024-25
All routes had been reassessed using the new Assessment Matrix, resulting in the reassessment of the scores attributed to each individual route or, if appropriate in some circumstances, parts of routes
- Budget / Pre-treated Route Length
In 2018 the threshold for the pre-treatment was set at +2, equating to pre-treatment network length of 463.1km and it was noted in the report at that time that this would require an increase in the Winter Service budget provision of £18k for salt procurement based on an average winter season.

Following the reassessment / review in 2024 the closest network length to 463.1km coincides with a score of +1 at 458.1km.

2018 routes achieving the revised threshold score following the 2024 assessment review and will now be pre-treated are:

Rhodfar Felin, Cardigan, (+2) (0.87km)

2018 routes not achieving the revised threshold score following the 2024 review and would not be pre-treated were:

B4570 Manarafon to Cwm Cou, (-1) (13.7km)

C1001C Jct. C1007 Comins Coch - Capel Dewi, (-7) (1.9km)

- **Cost Savings / Budget Pressures**

The budget for providing the winter service in 2023-24 was £232,000. On 29/02/24, Ceredigion County Council set its budget for 2024-25. These proposals included the budget reduction of £25k in relation to the Winter Service provision. For 2024-25 the budget for the Winter Service provision had been reduced to £207,000, a reduction of 11%.

The 2024-25 review had identified additional cost pressures in the delivery of the service, and these include increases due to,

- I. Plant
- II. Diesel +31%
- III. Labour +13%
- IV. Materials (salt) +29%

- **Cost Saving Proposals**

In order to mitigate, as far as reasonably possible, those cost pressures imposed by budget cuts and inflationary pressures on plant, labour, diesel and materials, the Service was proposing the following measures be approved:

- Review winter service forecasting domains.
- Removal of Route 5 North, which is amalgamated in to Route 2 North.
- Reduce threshold for undertaking pre-treatment of the precautionary routes from a high confidence forecast provided of +1°C to +0.5°C.

- **Removal of Route 5 North**

This route was pre-treated using a small vehicle. The review had determined that the neighbouring Route 2 North full size gritter had the capacity to undertake the pre-treatment of both routes.

The C1001 (Primrose Hill Junction with A44 at Llanbadarn Fawr to Capel Dewi Junction with A4159 connecting to the C1004 Waun Fawr and the C1007 Comins Coch) had been assessed as two routes. C1001A (A44 to junction with C1007 and C1001C junction with C1007 and junction with A4159).

No recommendation approval was required. It was an operational decision made in accordance with the Winter Service Policy for the removal of the C1001C from the pre-treated precautionary route network due to its assessment scoring of -7 which falls below the threshold score of +1 which was dictated by the overall length of the pre-treatment network length that could be pre-treated with the available budget.

- Reduce threshold for undertaking pre-treatment of the precautionary routes from +1°C to +0.5°C.

Ceredigion, and many other Authorities use a forecast temperature of +1°C and below to determine whether to pre-treat the precautionary treatment network. On many occasions the forecast received from the forecaster is termed as being 'marginal'. This was when temperatures are forecast to be between 0°C and +1°C.

No recommendation/approval was required, this was an operational decision, being, that for a marginal forecast between +0.5°C and +1°C with High confidence only, that no action was taken to pre-treat the precautionary route network.

Following questions from the floor and clarification on roads not gritted within certain wards by their respective Member, it was AGREED to recommend to Cabinet to approve the new Assessment Matrix which had been revised in order to align with the approved new Code of Practice for Highway Safety Inspection and Defect Rectification Policy which provided the Council with an enhanced and robust level of compliance with regards its duty under Section 41(1) of the Highways Act (1980).

New threshold score to determine length of pretreated network set at +1 following review.

6 To confirm the Minutes of the previous Meeting and to consider any matters arising from those Minutes

It was AGREED to confirm the minutes of the previous meetings.

7 To consider the Overview and Scrutiny Forward Work Programme

It was AGREED to confirm the content of the Forward Work Programme subject to the addition of refuse collection report due to the recent issues of non-collection in the South of the County.

Confirmed at the Meeting of the Thriving Communities Overview and Scrutiny Committee held on 5 September 2024

Chairman:

Date: