

HULL BLADE - DECISION AND ACTION LOG

Project:	Hull Blade – Transport Task Group	Date of Meeting:	8/11/2016
Objective of meeting:	Progress Meeting	Next Meeting:	22/11/2016

Members: Anthony Granville (AG), Dave Smith (DS), Richard Townend (RT), Paul Robinson (PR), Neil Smart (NS), Javed Hussain (JH), Chris West (CW), Des Canny (DC), Andy Beckett (AB), Jon Hudson (JHu), PC Darren Storr (PCD), Carl Spencer (CS), Steve Drake (SD), Paul Cockerline (PC)

AMD	#	Date Identified	Decision or Action or Message	By Who?	By When?
A	1	5/10/2016	ALE and North Midland to prepare Risk Assessments and Method Statements.	DS, CW	
A	2	5/10/2016	ALE/North Midlands to confirm tree trimming requirements to Tim Beckley (HCC Urban Forestry Officer). Discussion with Tim on 1/11/2016 - that cutting back the affected trees is acceptable. Tree cut back can be undertaken in December 2016.	DS, CW	
A	3	5/10/2016	ALE to confirm the site visit and meeting accommodation arrangements with Siemens. ALE have confirmed visit and meeting arrangements.	DS	10/10/2016 01/10/2016
A	4	5/10/2016	JH to invite Richard Townend and Paul Robinson to walk route and future meetings. Richard Townend and Paul Robinson have accepted invitations.	JH	12/10/2016 11/10/2016
A	5	5/10/2016	Walk route to identify affected street furniture. All to undertake their own site visit risk assessments and arrange for appropriate PPE. Walk of route undertaken by Transport Task Group.	All	13/10/2016 13/10/2016
A	6	13/10/2016	HCC to forward contact details for Sujad Hussain (Highways England) to JH. Contact details forwarded.	PR	14/10/2016 13/10/2016
A	7	13/10/2016	JH to initially engage with Highways England via Sujad Hussain. Meeting arranged with Highways England and AOne+ on Friday 21/10/2016. JH and AB to attend.	JH	18/10/2016 21/10/2016
D	8	13/10/2016	ALE to consider alternative delivery route via East Gate (Route A). Departure via east gate agreed by task group as the preferred delivery route.	DS	8/11/2016 1/11/2016
A	9	13/10/2016	ALE to provide amended swept path drawings based on site visit discussions. Drawings issued on 9/11/2016.	DS	7/11/2016 8/11/2016
D	10	13/10/2016	ALE to provide swept path drawings to consider the return path of the Blade during removal. ALE confirmed that same path to be used for removal.	DS	7/11/2016 8/11/2016

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A	11	13/10/2016	HCC to confirm if tree cutting can be undertaken by HCC (Tim Beckley). Tim has confirmed that his team can cut back the trees in December 2016. Also see #2.	JH	1/11/2016 1/11/2016
D	12	13/10/2016	HCC to confirm offer for Street Works support, i.e. traffic signal and lighting engineers. Dyyniq to be used for signals and KWL for street lighting – both are preferred by HCC.	RT, PR	1/11/2016 1/11/2016
A	13	13/10/2016	JH to contact Police via H2017 for escort and towing arrangements. PC Darren Storr attending task group meeting on 25/10/2016.	JH	25/10/2016 25/10/2016
D	14	13/10/2016	Obtain services plans to inform Civils works for Turn 2 (Route B). HE/AOne+ advice to avoid earthworks – approval timescales likely to go beyond programme. ALE to consider abnormal load movement via Route A. Route A selected as preferred delivery route.	DS	1/11/2016 1/11/2016
D	15	13/10/2016	Confirm requirements for parking suspension along route. PCD/RT advised either temporary road closure application or Police closure will need to be implemented. Recovery Agent will be required to remove parked vehicles that cause obstruction.	RT	25/10/2016 25/10/2016
A	16	13/10/2016	Next meeting – Tuesday 18 th October 2016. PR to confirm venue. Meeting arrangements for next 4 weeks confirmed.	PR	14/10/2016 13/10/2016
A	17	18/10/2016	NDA to be sent out to Martin Hinchcliffe of Dyyniq. NDA issued to Dyyniq by Hull 2017.	JH	25/10/2016 24/10/2016
A	18	18/10/2016	Review highway boundary information and confirm HCC ownership of affected street furniture (including at Alexandra Dock gates). Not relevant – adoption boundary information is different to asset ownership boundary.	RT	25/10/2016 1/11/2016
A	19	18/10/2016	Diversion routes – alternative routes on local network during road closures. RT advised that a Traffic Management Plan (TMP) is required. TMP to be prepared by DTM with input from NM and HCC. JHu to set up meeting with HCC and DTM. Meeting with DTM set up for 11/11/2016 at 10:00 hrs.	JHu	8/11/2016 2/11/2016
A	20	18/10/2016	Extent of City Hall basement may constrain available space in Queen Victoria Square. Confirm available space for manoeuvre.	JH/DS	
A	21	18/10/2016	Bus service timings will be affected by road closures and blade installation at Queen Victoria Square. RT to inform bus operators of road closures closer to delivery date.	RT	
D	22	18/10/2016	Street sign for Savile Street will be affected during installation. JH to obtain street sign design details and save to sharefile area. North Midland to take out and reinstate during installation and removal of blade. Street sign details saved to Sharefile.	JH	 31/10/2016
A	23	18/10/2016	JH to circulate Streets Works schedule. ALE and North Midlands to finalise. Schedule template uploaded to Sharefile.	DS, CW/AB	1/11/2016 31/10/2016

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A	24	25/10/2016	TTRO for temporary carriageway closure of the A63 and A1033 to be submitted. AOne+ have advised of 10 week turnaround time. Road space booking form also needs to be submitted. Both forms need to include delivery and removal dates. TTRO not required if roads closed under Police powers – PCD to confirm.	JHu/PCD	4/11/2016
A	25	25/10/2016	Temporary road closure application required for HCC network – 4 week turnaround required. Possible to close road under Police Town Orders – PCD to confirm.	PCD	
A	26	25/10/2016	JH to circulate preferred location plan (via Sharefile). Link to Sharefile circulated to Transport Task Group members.	JH	1/11/2016 31/10/2016
A	27	25/10/2016	JH to share RT and PCD contact details with Operational Task Group. RT and PCD invited to Operational Task Group meeting.	JH	27/10/2016
A	28	25/10/2016	JH to invite Highways England and AOne+ to walk the route on Tuesday 1 st November 2016. Cc Nigel.Yeatman@highways.gsi.gov.uk into email. Ken Byers (AOne+ Street Lighting Manager) will join us on the walk.	JH	1/11/2016 27/10/2016
A	29	25/10/2016	Walk “Route A” on Tuesday 1 st November 2016. Meet at 10am at Siemens Project Office, Alexandra Dock, Hull - East Gate Entrance. Transport Task Group meeting to follow at Guildhall at 2pm. Walk and meeting attended by task group members.	All	1/11/2016 1/11/2016
A	30	25/10/2016	PCD to look into requirement and availability of Police Officers.	PCD	
A	31	25/10/2016	Prepare Traffic Management Plan. Plan to consider road closures, parking suspension, diversion routes and vehicle removal. Consider closing Savile Street from Saturday evening (day before).	JHu/RT	
A	32	25/10/2016	Check football fixtures for the weekend of the move. Initial review shows Hull (Home) vs. Bournemouth at 3pm on Saturday 14 th January 2016.	All	
A	33	25/10/2016	Check weather (incl. tide levels) for the weekend of the move. Consider if route needs to be gritted the day before. Include in Risk Assessment.	All	
A	34	25/10/2016	Prepare programme for the day. Possible midnight start and off Highways England network by 06:00 hrs.	All	
A	35	1/11/2016	NDA to be sent out to Jamie Naylor at Direct Traffic Management. Request made to Hull 2017 to issue NDA.	JH	2/11/2017
A	36	1/11/2016	NDA to be sent out Paul Argent at KWL. Request made to Hull 2017 to issue NDA.	JH	2/11/2017
A	37	1/11/2016	Parking to be suspended along Market Street, Lowgate, Alfred Gelder Street and Savile Street for delivery/removal. Parking can be suspended by HCC on the day.	RT	

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A	38	1/11/2016	SPMT and tele-handlers require escorting between QVS and King George Docks. Investigate if Police escort required or ALE escort suffices.		
A	39	1/11/2016	JH to share DS contact details with Operational and Structures Task Groups. DS contact details forwarded.	JH	2/11/2016
M	40	1/11/2016	Include frosting and ice falling from blade in risk register.	All	
A	41	1/11/2016	For installation of bench, NM require installation details of bench and paving blocks in QVS. Consider installing blocks with weaker mortar in bench area or coloured tarmac in interim. NM to install bench following removal of blade.	JH	
A	42	1/11/2016	Potential to use agreed HCC/HE Tactical Diversion Routes during road closures. Consider in Traffic Management Plan.	JHu	
A	43	1/11/2016	Scope to carry out some of the Street Works around Guildhall in November 2016 along HCC works (and road closure). This is dependent on NM receiving instruction/Letter of Intent. JH raised with H2017 Delivery Team.	JH	2/11/2016
M	44	1/11/2016	No road works permitted on during 27 – 29 November 2016. Road closure on Ferensway – embargo on other routes.		
A	45	8/11/2016	ALE to remove vehicle barriers (in front of gatehouse) and planters in central reserve. See Turn 2 drawing. Required for installation and removal.	DS	
M	46	8/11/2016	ALE have assessed “alternative” arrangement of the Blade in QVS – this is not an option without taking the tree and feature lighting columns out.		
A	47	8/11/2016	Potential for Christmas decorations on route within the city centre. HCC/KWL to check.	RT/PC	
A	48	8/11/2016	Current Public Realm design shows fixed bollards at the southern end of Savile Street. Replacing fixed bollards with removable bollards with facilitate blade installation/removal. JH to raise with Public Realm team.	JH	22/11/2016
A	49	8/11/2016	CCTV mounted on lamp post #36. NM to arrange for disconnection/removal and reinstallation to facilitate Blade movement.	JHu	

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