

**MINUTES OF MEETING HELD  
HAVERFORDWEST ENGLISH MEDIUM SCHOOL  
TASK AND FINISH GROUP  
TUESDAY 17<sup>TH</sup> APRIL 2018**

**Present:**

Cllr Mike Stoddart,  
Cllr Tim Evans,  
Cllr Lyndon Frayling,  
Cllr Alison Tudor,  
Cllr Stan Hudson,  
Cllr Reg Owens,  
Cllr Michael Williams (Chair)

Kate Evan-Hughes, Director for Children and Schools  
Jon Haswell, Director of Finance  
Barry Cooke, Head of Property  
Andrew Nicholas, Project Manager  
Shafi Alam, Highways Engineer  
Lara Lawrie, Planning Ecologist  
Gary Nicholas, Leisure Services Officer  
Nicola Lewis, Finance Manager  
Nick Hagggar, Legal Executive  
Cath Davies, 21C Programme Co-ordinator  
Craig Kearney, Atkins consultant  
George Lance, Atkins consultants

**1.0 Apologies**

Darren Thomas, Head of Highways and Construction  
Jane Harries, Headteacher, Haverfordwest High VC School  
Cllr Phil Baker (observer)

**2.0 Previous Minutes and Actions**

- 2.1 The minutes of the meeting held on 19<sup>th</sup> March 2018 were agreed as a true record save with the except of
- 3.11 minutes to be changed to reflect that work carried out on access from Cherry Grove does not include using the existing site as a drop off point
  - 3.16 SSSI to be changed to Special Area of Conservation (SAC)

**3.0 Project Managers Report / Presentation**

The Project Manager updated members on work that had been carried out since the previous meeting where it was agreed that alternative options to Scotchwell roundabout would be explored, along with the 'do minimum' option of utilising the Prendergast entrance.

The Project Manager introduced two consultants from Atkins who had been commissioned with looking at the options available coming off the bypass. Atkins explained that there were Design Manual Standards for Trunk Roads which dictate how junctions must operate. There were two junctions which WG would consider on a road of this nature – A Ghost Island Turning Lane which involves

widening the Trunk Road on both sides or Merge/Diverge Taper options. However there was a high pressure gas main crossing and a bridge structure which acted as a constraint for both these options. Weltag assessment will look at much simpler options but WG will want to see these discounted.

Following observations from members about the proposals, the Project Manager confirmed that whilst Scotchwell roundabout will be considered in principle, the two options currently being explored by Atkins are the strongest, although currently awaiting topographical reports on both of these options. It was also confirmed that both of these options focus on land adjacent to the Trunk Road which is in the ownership of PCC, however there is a risk that the distances needed as part of the Design Manual Standards

Cllr Reg Owens queried whether it was essential to have additional road structure as there will only be an impact on traffic twice a day. He expressed a wish to see the existing road structure used to access the school site.

The Project Manager explained that the 'do minimum' option was also being explored with sensitivity analysis carried out across the existing road structure at Prendergast

Cllr Alison Tudor stated it was parents dropping off / picking up that stops the flow of traffic which is why her preference is to have drop off points

The Highways Engineer stated that work had previously been undertaken to look at a one way loop around Prendergast, however this failed. Sensitivity analysis is currently being carried out to determine what numbers the existing highways network around Prendergast can cope with. Early indications from the consultants show that work is progressing on reviewing whether the Mikes Bikes junction could become a priority junction.

The Project Manager reiterated that access to the car park at the Archives building would have to be reviewed particularly in light of Access to Services discussions, in conjunction with discussions from the residents of Queensway. The Project Manager also reiterated that in order to submit a valid planning application, would have to demonstrate the highways network can cope with the additional flow of traffic otherwise it would be refused.

Cllr Alison Tudor agreed that discussions would have to take place with residents although discussions that have already taken place indicated that they would rather have a car park / drop off space rather than an office block on the Cherry Grove site.

The Head of Property reminded the group that any off site highways costs are not eligible for funding under 21<sup>st</sup> Century schools and therefore 100% of the cost would have to be borne by the Authority. This should be factored in when determining what option to pursue.

Atkins consultants gave members a presentation on the Weltag process and confirmed that a meeting is in the process of being arranged with WG to discuss the process further.

Following comment from Cllr Mike Stoddart, it was confirmed that a high level appraisal of the Scotchwell roundabout option still needed to be included in the appraisal process to confirm to WG that it had been reviewed and discounted.

Cllr Mike Stoddart also questioned if members find themselves rejecting the STP site, would the focus shift to the Tasker Milward site which has its own issues. The Project Manager confirmed that all work is currently being focused on the STP site.

The Highways Engineer confirmed that it will take approximately 2 -3 months to get approval from WG for stage 2 of the Weltag appraisal which is close to the July Full Council meeting when the Task and Finish group have to report back. However, there should be sufficient information by then in order for members to make a decision on which site to proceed forward with.

The Project Manager went through the various workstreams which are currently ongoing as part of the scheme, included the full potential decant to the Tasker Milward site. Since the previous meeting further work has been undertaken regarding the running and potential moving costs and this figure now stands at £2.7million.

Cllr Reg Owens questioned whether it is necessary to demolish all of the existing STP building. The Project Manager stated that the current STP building is currently a condition C and previous experiences of carrying out refurbishments to buildings shows that it can identify a number of unforeseen issues. This results in the limited funds being detracted from making the school a 21<sup>st</sup> century teaching and learning environment.

The Director of Finance reminded members that financially the Tasker Milward site represents better value for money but is mindful of the fact that the STP site is the preferred one. He also reiterated that any highways work which sits outside the curtilage of the school would have to be picked up by the Authority which will impact on the wider capital programme.

The Head of Property provided members with an update on property issues relating to the scheme. Discussions with third party land owners are currently on hold pending a decision on how the school will be accessed.

The Leisure Services Officer provided members with an updated on issues relating to Leisure Services. Meetings have taken place with the Design Team and potential requirements priced up which leaves a funding gap of £1.5 – 2 million. The Project Manager stated that discussions were ongoing between the Design Team, Leisure and Education to determine what is eligible for funding and how it can be progressed. The Director of Finance stated he had no comments to make until he saw the outcome of the Leisure Services strategy.

The Leisure Services Officer confirmed that discussions had taken place with Tennis Wales regarding potential funding for a double sports hall but it doesn't look like there will be any funding available.

The Project Manager informed members that key risks relating to the project remained unchanged and a copy of the latest risk register could be found in the documents included in the meeting pack.

The Legal Executive confirmed that any issues relating to the Tasker and Picton Trust looked like they were close to being resolved with a modification order put in place in the next 2 -3 months.

The Project Co-ordinator confirmed that a visit would be arranged to Pembroke Learning Campus. Date to be confirmed.

Cllr Michael Williams concluded that the Project team would continue with the work streams identified in the Project Managers report and a further update provided at the next meeting.