

## Stoke Mandeville

AJ - Notes from remote meeting - wider team (Client . HS2, CDS) – 11am 5<sup>th</sup> October 2022

### Attending:

AB - Andrea Bradley – HS2 Consultant – Burial Ground Co-ordinator

AH - Andrew Harris – HS2 Consultant – Fusion enabling works

TS - Tony Skeggs – SMPC Clerk

PW - Pat Wood – SMPC

MD - Mark Drayton – HS2 Senior Ecology Manager

JH - Jennifer Hamilton Kirkwood – HS2 Senior PM Aylesbury area

BC - Ben Copeland - CDS

AJ - Anne Jennings – CDS

Initials	Notes	Action
BC	Planning expected 23 <sup>rd</sup> November	
TS	contaminated land tender out, returns 14/10 – decision to be made at Council Nov. meeting	
TS/BC	whilst awaiting planning can we progress through next stage CDS to quote additional fees for Tender pack and through to RIBA 6	BC
BC	Confirm ecology reports and planning have no clauses re Great Crested Newts on site and advise on any seasonal site work requirements	BC
JH	Ensure protective fencing during works but also consider if this is required asap to prevent migration of GCN into the site	AJ
BC	QS services for costing prior to tender issue to inform clients and HS2	BC
TS/AB	Confirmed no lighting or CCTV required	
AJ lead	<b>General discussion re staged construction process</b>	
	- All SMPC elements to be constructed	
	- To include entire roadway (cost to be split m2 basis HS2/SMPC)	
	- Railings, gates and plating in memorial gardens (HS2 cost)	
	- Concrete slab to support memorial stone	
	- Ensure gate wide enough for machine entry for burial excavations & memorial garden construction	AJ
	<b>General memorial stone discussion</b>	
	- Early but not definitive design prepared by RPS early doors	
	- HS2 (AH) has not progressed further than initial enquiries with monumental masons – but likely a 12-month process so the memorial might be installed post completion – check re crane / hiab installation logistics	AJ
	- Must be local / UK stone	
	- CDS to provide fees to take on this aspect – design and commissioning	AJ
	- HS2 to provide clear brief to enable fee proposal	AB
	- Concrete base to be defined in this process to incorporate into tender	AJ

JH/AB/AH	<b>Finances and legal agreements</b>	
	- Projects costs to be delivered in a way that will enable cost split between the two parties	AJ
	- Third Party Agreement will be drawing up by HS2 legal team	
	- Financial agreement will include a risk-based addition for final works taking place potentially 5 years ahead when memorial garden is created following final internments of historic remains	
AB/AH	<b>Historic remains internment discussions</b>	
	- 1 <sup>st</sup> phase expected toward end of main construction project	
	- Final phase c. 2026 when medieval remains investigations complete	
	- Possible intermediate phase interring early investigation remains	
	- Rev Janet Wales involved in securing CofE faculty for reburials and for consecration of memorial garden only – this will be an on-site ceremony at some stage	TS to keep team updated
AJ	<b>Clarification - split of work</b>	
	<b>1. The tender process will include the following</b>	AJ
	- All ground including minor grading & levelling throughout the site	
	- Entire length of the roadway and turning areas, with parallel parking and passing bays	
	- Entry gates into the site form highway	
	- Shelter	
	- Car Park	
	- Internal paths within the SMPC burial areas	
	- All planting SMPC	
	- Habitat planting within HS2 area	
	- Railings and gates to secure HS2 area	
	- Concrete base for memorial stone in HS2 area	
	- Memorial stone supply and installation prior to / post PC depending on lead time	
	- Signage for HS2 information about the memorial garden	
	- Wildflower sowing in HS2 area as temporary installation until final remains have been interred (ideally following first stage internments)	
	<b>2. Additional QS figures for the following future work</b>	AJ/BC
	- Creation of the HS2 memorial garden	
	- All ornamental planting within the HS2 memorial garden	
	<b>DATE OF NEXT MEETING – 30<sup>th</sup> November 2022 11am</b>	
	<b>Actions</b>	
BC	Planning Reference 17/04430/APP for original application	
BC	Planning reference 17/A4430/DIS for conditions	
BC	To check ecology status of site and any future required works (if any)	
BC	To check when the first payment is required from HS2 for construction	

