

**Argyll and Bute Council**  
Comhairle Earra Ghaidheal agus Bhoid

Customer Services  
Executive Director: Douglas Hendry



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27 January 2012

## NOTICE OF MEETING

A meeting of the **DUNOON CHORD PROJECT BOARD** will be held in the **CUSTOMER SERVICES OFFICE, 22 HILL STREET, DUNOON** on **FRIDAY, 3 FEBRUARY 2012** at **9:00 AM**, which you are requested to attend.

Douglas Hendry  
Executive Director - Customer Services

## BUSINESS

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
3. **MINUTES OF MEETING OF 16TH DECEMBER 2011**(Pages 1 - 4)
4. **DUNOON WATERFRONT HIGHLIGHT / PROGRESS REPORT**(Pages 5 - 8)

### EXCLUSION OF THE PRESS AND PUBLIC

The Committee will be asked to pass a resolution in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the public for items of business with an "E" on the grounds that it is likely to involve the disclosure of exempt information as defined in the appropriate paragraph of Part I of Schedule 7a to the Local Government (Scotland) Act 1973.

The appropriate paragraph is:-

**E1 - Paragraph 9** Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.

- E1 5. DUNOON WATERFRONT FULL BUSINESS CASE**(Pages 9 - 84)

Contact: Eilidh FitzPatrick, Area Committee Services Assistant

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**MINUTES of MEETING of DUNOON CHORD PROJECT BOARD held in the CUSTOMER SERVICES, 22 HILL STREET, DUNOON on FRIDAY, 16 DECEMBER 2011**

**Present:** Councillor B Marshall (Chair)

Councillor A McNaughton  
Councillor J McQueen  
Councillor R Simon  
Robert Pollock, Head of Economic Development  
Nicola Debnam, CHORD Programme Manager  
David Torrance, CHORD Project Manager  
Stephen Doogan, Area Governance Officer  
Sandra McLindon, Admin Finance Officer

**1. APOLOGIES**

Apologies for absence were intimated on behalf of the following:-

Councillor A MacAlister  
Sandy Mactaggart, Link Director  
Diane MacLeod, Visit Scotland

**2. DECLARATIONS OF INTEREST**

None

**3. MINUTES OF MEETING OF 22ND NOVEMBER 2011**

The Minute of the Meeting of 22<sup>nd</sup> November 2011 were approved as a correct record.

**4. DUNOON WATERFRONT - BUSINESS CASE STRATEGY**

David Torrance spoke on the outcomes of the updated costing review and value engineering exercise and the strategy for managing the components of the project to meet the budget. He also spoke on the proposed phased strategy for further works which would be progressed in/when additional funds are secured.

Councillor Marshall asked that a further drop in session prior to the next meeting on 3<sup>rd</sup> February be arranged following on from the previous successful sessions.

Decision

The Board agreed:-

- i. The proposed phased implementation approach, which seeks to maximise leverage for the CHORD funding allocation for Dunoon Waterfront with other future funding sources.

- ii. To approve the key items included in the proposed Phase 1 works noted in section 3.4, principally concentrated on works to Queens Hall, and Landscaping in its immediate vicinity.
- iii. To the prioritised list of interventions noted in section 3.4 (for which additional budgets will be sought through channels other than just capital funding) .

(Reference: Report by the Head of Economic Development and Strategic Transportation dated 9<sup>th</sup> December 2011 – submitted)

## **5. VISITOR INFORMATION CENTRE DISCUSSION**

Members heard from Nicola Debnam on the positive talks with Visit Scotland to be sited in the Queen's Hall building. David Torrance further advised he has a meeting at the end of January with Visit Scotland to take these discussions further.

### Decision

The Board noted the information provided.



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<b>HIGHLIGHT / PROGRESS REPORT</b>			
<b>PROJECT NAME:</b>	Dunoon Waterfront	<b>Project Manager:</b>	David Torrance
<b>Reporting Period:</b>	10/11/11 – 27/01/12	<b>Date report prepared:</b>	27/01/12
<b>Project stage:</b>	Full Business Case Development	<b>Project stage completion date:</b>	February 2012

<b>Tolerance levels for this stage:</b>	
Project Plan	+ / - 15 working days
Project budget	+ / - 10%, or £10,000 whichever is greater

<b>Progress – please refer to Project Plan</b>				
Key products completed this period <i>(including those completed ahead of schedule)</i>	Key products outstanding this period <i>(including brief explanation of why product outstanding)</i>	Revised delivery date	Key products for next reporting period	Delivery date
Pier Strategy approved by Project Board.			Continue discussions with key stakeholders.	Ongoing
Public information event held (25 Jan).			Continue discussions with QH private unit owners.	Ongoing
CSP Discussions progressed.			Undertake structural surveys and site investigation.	March 2012
Potential tenant discussions progressed.			Begin detailed design process.	March 2012
Project Cost Plan Completed.			Continue consultation on Library move.	May 2012
CHORD Dunoon Waterfront Full Business Case submitted for Board approval.			Summit planning applications.	June 2012

Risk Management – please refer to the full updated Risk Register in FBC

Budget Management – please refer to Resource Allocation Schedule

Total budget available to complete FBC stage:	£625,000	
Forecast expenditure for current financial year	Actual expenditure to date (as end Dec 2011)	Variance explanation if required:
£340,000	£176,573.42	n/a

Any further information

Over the past three months there has been significant progress made in terms of consultation, design development, costing review, value engineering and options appraisal. The Full Business Case is being reported and issued at the February Project Board and therefore remains on programme.

### **Consultation**

The public drop in event held 25th January was a success in terms of the number of people who took the time to review the plans and provide feedback to the design team. Over 180 people attended the event, 39 provided feedback forms on the day and 56 used the voting slips to indicate their view on the potential library move. The following provides a brief summary of the feedback;

*Queens Hall* – The feedback on the proposals for the Hall were largely positive with many people keen to see the plans delivered in the near future. A range of comments were made in terms of specific changes which could be considered, from reviewing the disabled access for those unwilling to use the new lift to alternative arrangements for the hall seating plans. The building image changes received very positive feedback and the potential for using lighting to further enhance and/or make better use of the existing features (i.e. the projection on to fly tower) was supported.

There was a number comments relating to the use of the Hall for sports and the potential conflict with an increased events calendar affecting the availability of lets suggesting that the those attending saw an increased use of the space as a result of the proposed changes. Members of the badminton club who attended were pleased to see the retention of three courts in the main hall but requested that the alternatives for accommodation during the construction phase were explored with Argyll and Bute Council.

Specific comment was requested by way of simple voting slips regarding the potential library move. From the 57 votes taken on the day 29 were in favour, 4 were unsure and 23 were against. Further consultation on this and other parts of the proposals will be progresses through the detailed design stage and in the lead up to the planning application.

*Transport and Streets* – The feedback indicated a general acceptance of the principals of the road realignment and the Phase 1 improvements to the areas around the Queens Hall. Suggestions made by a number of people relating to potential changes to the Phase 2 proposals for Argyll Gardens suggested a desire for the area to accommodate music and entertainment events with some sort of cover/protection for the performers and audience.

Some concern was raised by attendees regarding the parking volume and location in relation to the Queens Hall and this will be considered in discussion with the Transport officers through the next stage of design development.



## Any further information

Other comments – There was a number of additional comments made regarding areas outside of the project scope such as resurfacing the Castle Tennis Club courts, changes to Castle Gardens, improvements to the Castle Gatehouse building and maintenance of a play park in the West Bay area.

Discussion has also been progressed with all key stakeholders who will be involved in the future planning process. These include the Planning Department, Building Control, Network and Environment, Leisure Services, Library Service, Legal Services, Historic Scotland, Strathclyde Fire Service and Strathclyde Police. Further meetings have been arranged in the coming weeks with the private unit owners and representatives, Visit Scotland, Library Service, Queens Hall management team, Planning and Estates with a view to keeping up the momentum of the project.

### **Cost Estimate Updates**

The feasibility costing undertaken on the schemes presented at the Project Board and public drop in event had shown that areas of the project would need to be managed and options developed to bring the overall cost for the project in line with the allocated budget. The Design Team have undertaken various iterations of design refinement and value engineering and updated costing exercises and have produced a Phase 1 scheme which can be delivered within the £8.64m project budget.

### **Queens Hall – Design Development**

Further work has been completed on the design options and space planning for the mix of uses considered in the Queens Hall, including the potential Library layout. Discussions are still underway regarding the wider office rationalisation programme with the CHORD design team providing detailed input to the considerations. There is a possibility that the CSP could be provided at the Queens Hall and there is flexibility within the building design and budget to accommodate this.

### **Transport and Streets – Design Development**

Due to the value engineering exercise the scope of the landscaping design around the realigned road network has been split into a phased approach with the Phase 1 works including only the immediate area around the Queens Hall and the realigned road. The Phase 2 works, which will be progressed when suitable funding has been identified, will expand the upgraded areas and work towards delivering the overall masterplan for the waterfront area.

### **Harbour Master – Project Allocation**

The development of improved ferry infrastructure in the Dunoon Harbour area is now being taken forward by another study. The CHORD Dunoon Waterfront Project Board agreed in the December 2011 meeting to allocate £500,000 of the budget to the wider ferry infrastructure improvement works package to ensure that a coherent scheme is delivered, rather than designing and delivering the waiting room and harbourmaster building in isolation. The Project Manager has arranged to meet with the consultants selected to progress the feasibility study to update on previous work and on the Dunoon Waterfront proposals.

### **Dunoon Pier Strategy**

The draft Pier Strategy report was approved by the Project Board in November 2011. Minor comments have been received from Historic Scotland and Strathclyde Building Preservation Trust and the report will now be finalised and issued to the Programme Manager.

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