

MINUTES of MEETING of DUNOON CHORD PROJECT BOARD held in the CUSTOMER SERVICES OFFICE, 22 HILL STREET, DUNOON on FRIDAY, 4 OCTOBER 2013

Present:

Councillor D Walsh (Chair)

Councillor G Blair

Councillor B Marshall

Donald MacVicar, Head of Community and Culture
Shirley MacLeod, Area Governance Manager
Audrey Martin, Development Projects and Renewables Manager
Helen Ford, CHORD Project Manager
David Torrance, Project Manager
Norman Yardley, Project Manager
Pat McCann, Culture and Libraries Manager
Malcolm Fraser, Malcolm Fraser Architects (Workshop only)
Calum Duncan, Malcolm Fraser Architects (Workshop only)

1. APOLOGIES

Apologies for absence were received from Councillor Breslin and Sandra McLindon, Accountant.

2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

3. MINUTES OF MEETING OF 24 MAY 2013

The Minutes of the Dunoon CHORD Project Board of 24 May 2013 were approved as a correct record.

4. HIGHLIGHT PROGRESS REPORT

The Board heard from the Project Manager on the Highlight/Progress report on Dunoon Waterfront for the period 17 May 2013 to 26 September 2013, the project is at the design and cost review stage.

He advised that over the last 4 months the CHORD Framework retendering had now been completed and a Design Team had been appointed for the project. He advised the new Design Team had completed a full cost review and subsequent design review process.

He confirmed that the cost review undertaken by the Design Team and the Project Management Team has identified potential issues with the cost plan presented in the Business Case approval in April 2012 and these relate to inflation associated with the project delay, potential for higher cost relating to the purchase of property and the desire to include higher contingencies at this stage of the project.

He advised that as a consequence of the cost review and the need for the new Design Team to take ownership of the design going forward, a design review has been undertaken which has resulted in the generation of alternative options. He confirmed the options meet the original brief

and include all of the key changes to the building use and function which were identified in the business case.

The Project Manager advised that further discussions had been completed with the potential third party occupiers of the Queens Hall including Visit Scotland and Skills Development Scotland. Meetings and exchanges of information are being progressed where appropriate and the information has been used to inform the updated design options, costings and outline agreements.

Decision

The Board noted the information provided.

(Ref: Report by the Project Manager dated 26 September 2013, submitted).

The Committee resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the public for the following item of business on the grounds that it was likely to involve the disclosure of exempt information as defined in Paragraph 9 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

The Project Board agreed that the remainder of the meeting be taken forward in a workshop agreement which provided a full update by the Project Manager and the Design Team outlining the work undertaken to date and discussing the potential changes going forward.

5. DUNOON WATERFRONT - PROJECT UPDATE WORKSHOP

The Project Manager welcomed Malcolm Fraser and Calum Duncan from Malcolm Fraser Architects to the Board who have been appointed as the Design Team for the project.

The Project Manager spoke about the cost and design review which detailed the Business Case options reviewed, the 3 options generated and the landscaping options.

Malcolm Fraser gave a presentation to the Board on the different options available for the Queens Hall development and advised that the closure of the hall will commence at the start of June 2014 and that the main contract progresses would commence in November 2014 and will be completed by April 2016.

The Board discussed the parking issues around the hall and Councillor Marshall asked the Design Team to look into parent and child parking bays in addition to disabled bays so it still allows easy access to the library.

Decision

The Board:-

1. Agreed to put a press release out so the public are notified of the

- progress;
2. Agreed that the Project Manager would contact the Estates department to find out the current position in regard to lease arrangements within the shop units;
 3. Agreed option 3 as going forward;
 4. Agreed that the Project Manager and the CHORD Project Manager would continue to work on the budgets; and
 5. Agreed there would be a further meeting of the Project Board in November to review progress.

(Ref: Presentation by the Project Manger and Malcolm Fraser Architects dated 4th October 2013, submitted).

