

HIGHLIGHT / PROGRESS REPORT – EXEMPT ITEM					
PROJECT NAME:		Town Centre Fund		Project Manager:	Audrey Martin
Reporting Period:		12/02/20 – 31/03/20		Date report prepared:	30 March 2020
Project stage:		Stage 1: Pre – Works Contract		Project stage completion date:	Contract let - 31/03/20
Tolerance levels for this stage:					
Programme budget		£1,242,000 including £63,000 of programme contingency			
Key products completed this period		Key products outstanding this period		Key products for next reporting period	
• General					
Projects & Regen team managing programme and continuing to co-ordinate with project leads		March monitoring report to be submitted to Scottish Government on 31 st March 2020		The impact of COVID-19	
• Procurement					
		The Howie Park play park tender and BID4Oban signage contracts will be let when contractors are able to return to work		Timeframe for letting the remaining contracts	
• Finance					
All project budgets to include works costs and fees		There is potential for the unallocated programme contingency to be reallocated to Rothesay Pontoons in the event that the tender returns show a shortfall in funding, and subject to delegated approval as previously agreed by Council		The expenditure deadline has been extended for all projects to 31 st Mar 2021 and the completion deadline for all projects to 30 th Sep 2021. The expectation from Scottish Government is that LAs and partners will commit remaining funds and prioritise delivery of their projects as soon as possible.	
• Legal					
Rockfield third party grant contract issued		BID4Oban third party grant contract on hold until quotations are reviewed from contractors when they are able to return to work		Timeframe for providing remaining third party grant	
• Reporting					
Last update – 17 th December 2019		31 st Mar 2020 – Financial and Project Detail (part 1 & 2) to Scottish Government		31 st Aug 2020 – next report to Scottish Government September 2020 – update report to members of P&R	
Risk Management / Update to Business Continuity Committee members					
Project	Main Issues / Risks	Current status	Project Lead	Outstanding Action / DMT Decisions Required	Revised status*
Roads and Infrastructure Services					
• Roads and Amenity					
ABC01 Bowmore	Coronavirus (COVID-19) pandemic	• On hold	Julian Green /	Next steps: • Check impact of COVID-19 on summer works	

Public realm improvements £85k	Ensuring quality material and finish		Paul Martin	programme (scheduled for June/July start)	
ABC02 Howie Pk Extended car park & new play equipment £90k	Coronavirus (COVID-19) pandemic Ensuring quality material and finish	<ul style="list-style-type: none"> On hold 	Steven Brookfield / Tom Murphy	Next steps: <ul style="list-style-type: none"> Tender package on hold until the impact of COVID-19 is better understood Car park extension to be added to summer work programme thereafter (scheduled for May start) 	
• Infrastructure Design					
ABC03 Tobermory Harbour Improvement to railings & sea wall £150k + £145k Crown Estates Fund = £295k	Coronavirus (COVID-19) pandemic Partial interventions. Only short term solutions. Climate Change – no study but sea level rise c.1m by 2100. Assets – Uncertain structural condition and life of existing seawall.	<ul style="list-style-type: none"> On hold Contractor in place Tenders returned within budget 	Arthur McCulloch	Next steps: <ul style="list-style-type: none"> A pre-start meeting has been postponed A timetable is to be agreed with the contractor at a time when they are able to return to work. 	
• Marine Services					
ABC04 Helensburgh Pier Improvements to pedestrian access £85k	Coronavirus (COVID-19) pandemic Risk of nearing waterfront development access dates Ensuring quality material and finish Ensuring visible before and after	<ul style="list-style-type: none"> In delivery but elements on hold Contractor in place Tenders returned within budget The demountable end rail has begun to be fabricated and an order for the benches was placed before the contractors had to stop work. Structural repair works are to be concentrated on the wooden pier but are also to include repairs to the area connecting the two piers, with sections to be replaced as necessary. An additional planning application has been submitted for this element. 	Elsa Simoes / Stewart Clark	Next steps: <ul style="list-style-type: none"> Await return of contractors 	

ABC05 Rothesay Harbour Pontoons £150k + Crown Estates Fund £151k = £301k	Coronavirus (COVID-19) pandemic Operating arrangements to be agreed by separate negotiation - progressed by special projects. Obtaining consents in time – due to closing of public buildings	<ul style="list-style-type: none"> Tenders returned during lockdown Winning contractor will be asked to hold price Shortfall to be met by prudential borrowing 	Elsa Simoes / Stewart Clark	Next steps: <ul style="list-style-type: none"> Award tender on conclusion of lockdown 	
Development and Economic Growth					
ABC06 Hermitage Pk £35k	Coronavirus (COVID-19) pandemic	<ul style="list-style-type: none"> Nearing completion - Remaining items of work on hold until contractors return to work 	Arlene Cullum	Next steps: <ul style="list-style-type: none"> Await contractors return to work 	
ABC07 Rockfield £90k		<ul style="list-style-type: none"> Complete 	Audrey Martin		
ABC08 Oban BID Installation of signage £44k	Coronavirus (COVID-19) pandemic Third party grant	<ul style="list-style-type: none"> On hold 	Tom Murphy/Audrey Martin	Next steps: <ul style="list-style-type: none"> Issue grant contract when contractors return to work and can confirm quotations 	
ABC09 Lochgilphead Front Green £200k	Coronavirus (COVID-19) pandemic Timeframe	<ul style="list-style-type: none"> Tender live 	Douglas Grierson / Audrey Martin	Next steps: <ul style="list-style-type: none"> Review tender returns 	
ABC10 Campbeltown Shopfront Improvements £50k	Coronavirus (COVID-19) pandemic Quality – where property owners do not use professional design services	<ul style="list-style-type: none"> In delivery but elements on hold 21 grants awarded 1 project complete 	James Lafferty	Next steps: <ul style="list-style-type: none"> Issue remaining £5,000 	
Commercial Services					
ABC11 Dunoon Sound and lighting £200k	Coronavirus (COVID-19) pandemic	<ul style="list-style-type: none"> In delivery but elements on hold Main contractor and specialist contractor in place Product and installation costs agreed and within budget. 	David Whyte	Next steps: <ul style="list-style-type: none"> Contractors awaiting equipment and date to return to work 	

* **Red** – Contract yet to be let / **Amber** – Out to tender / Contract let but on hold due to coronavirus (COVID-19) pandemic / **Green** – complete

Budget Management		
Total budget available:	£1,242,000	
Forecast expenditure for current financial year	Total expenditure this year (19/20) £	
£	£166,422.40	
Previous year's expenditure	Total expenditure to date	Income received
N/A	£166,422.40	£1,242,000

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