

FIVE ACRES REDEVELOPMENT PROJECT

PROGRAMME BOARD MEETING 5 – 07.03.19

Present:

Cllr Roger James
 Cllr Richard Leppington
 Peter Williams
 Claire Hughes
 Andrew Dobson
 Wendy Jackson

ACTION TRACKER

Action	Who	By when	Comments
TV /film enquiry - seek input from Publica Estates to support this potential temporary use.	WJ	Ongoing	Confirmed interest with film company. Active promotion to be confirmed post site ownership.
Site acquisition	PW/WJ	Ongoing	Draft letters from Cllr James to both Catherine Turner & Rt Hon James Brokenshire MP.
			Maintain weekly progress enquiry with Homes England.
Business Case procurement	AD/WJ	08.03.19	Finalise Procurement Hub documentation ready for ITT to be issued this week.
	WJ	08.03.10	Contact Chris West (Coventry City Council contact) to ask if he has any advice relating to our procurement approach.
Project timeline	WJ	04.04.19	Revise current timeline & use RAG system to monitor progress.

ACTIONS COMPLETED TO DATE

Pool drain down - 3 days
Site handover to HE/site secured
Agree project governance
Agree web page content
FoDDC solicitors appointed
Pre-contract searches
Feasibility brief definition
Review procurement routes
Commission asbestos survey
Undertake asbestos survey/report
Commission topo/utilities survey
Undertake topo/utilities survey