

FIVE ACRES REDEVELOPMENT PROJECT

PROGRAMME BOARD MEETING 6 – 03.04.19

Present:

Cllr Roger James
 Cllr Richard Leppington
 Peter Williams
 Claire Hughes
 Andrew Dobson (Via VC)
 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	Draft Partnership Agreement to be reviewed by Legal.
Site acquisition	PW/WJ	Ongoing	No update. Regular requests for updates being made with Homes England.
Business Case procurement	AD/WJ	19.04.19	AD to liaise with Clare Moore at Procurement Hub to get feedback on lack of tender submissions. AD to contact framework consultants & Savills to test interest.
Project timeline	WJ	19.04.19	Revise current timeline & use RAG system to monitor progress.
Communications	WJ	19.04.19	Update web page. Contact Community Forum members to provide status update for all.
AOB	RL	19.04.19	RL to reply to Bream Early Learners following their email enquiry to PH/TG concerning redundant classrooms & re-direct to Homes England Estates Team.

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 complete
Feasibility brief definition complete
Review procurement routes
Asbestos survey complete
Topographic/ utilities survey complete