

Chambers Institution Trust: Update report to PCC 13/11/25

A copy of the most recent progress report issued by the Project Board is attached for information. Note that overall completion is now projected to December 2027, but this is still within the extended LUF funding timescale.

After some further delay due to resolution of some layout revisions and other issues, RIBA Stage 3 (Spatial Coordination) is now heading to completion, subject to board approval of the Stage 3 report which is to be submitted next week. As reported last month, this will allow the necessary application for Listed Building Consent to be submitted, now probably at the beginning of next month, and the work will then move on to more detailed technical design.

Also as reported last month, a drop-in information session at the Burgh Hall is planned for Saturday 29th November between 10.00am and 4.00pm, when there will be an opportunity to view the RIBA Stage 3 plans for Phase 1, which will provide a useful preview of the proposals that will be published for consultation with the impending Listed Building Consent application. Members of the design team along with representatives from the CIT and Live Borders, including myself, will be there to explain the proposals and to answer any questions.

Meanwhile decanting options for the current tenants continue to be progressed, but there should be plenty of time to make the necessary arrangements now that site commencement has been programmed for November 2026.

The Phase 2 feasibility study and business plan development continues to progress well, with all ideas still in the melting pot, so there is nothing that can be usefully reported at this stage. However, I am glad to confirm that Robin and I are fully involved with the consultants in this process.

We still await a response from OSCAR on the SCIO application, which we hope will be received soon, to allow this important initiative to be developed.

Sam Coe



Chambers Institution Levelling Up Fund Project High-Level Report for Sharing

Project Overview

- Reporting Period: October 2025
- Project Stage: RIBA Stage 3
- Total Budget: £4,662,000 (£4,195,800 LUF, £466,200 CIT Fundraising)

Progress & Activities

RIBA Stage 3 continues, with key developments and ongoing challenges:

- CAB layout revised from Option C to Option A following Trust and Board approval.
- RIBA Stage 3 report submission reforecast to 20/11/2025 to accommodate layout revisions.
- Master project programme re-baselined; site start forecasted for 19/11/2026 and completion on 08/12/2027.
- Final opening-up works completed in vault room with fireline board and mastic sealing.
- Stage 2 CCTV survey completed by ECDS to inform C&S design.
- Risk register internally reviewed and shared with design team.
- Decant accommodation options being progressed for CAB, Go Tweed Valley, and Live Borders.
- Project RFI tracker has been developed and has been shared with SBC/Live Borders for comment.

Programme

- Current forecast completion: 08 December 2027
- Programme reprofiled to reflect CAB layout change and RIBA Stage 3 delay.

Key Achievements

- CAB layout revision approved and incorporated into design.
- RIBA Stage 3 fire report issued and under review.
- Master project programme re-baselined and appended to PM report.
- Stage 2 CCTV survey completed. Risk register reviewed and shared with design team.

Key Issues

- CAB layout change causing programme delay.
- Fire escape route complications due to ownership boundaries.
- Stakeholder feedback requiring layout coordination.
- Funding deadline pressure with February 2028 drawdown requirement.

Risk & Change Management

- Risk register reviewed and shared with design team.
- Risk review meetings to recommence at RIBA Stage 4.
- Programme risk remains high due to CAB layout change and tight timelines.

Financial Overview

- Budget remains within LUF allocation