



MINUTES OF tie BOARD MEETING
Kingdom Brunel, Citypoint, Edinburgh
at 9.00 am on Wednesday 16th December 2009

In Attendance:	Directors: David Mackay Brian Cox Kenneth Hogg Neil Scales Cllr Phil Wheeler Cllr Gordon Mackenzie Cllr Allan Jackson Cllr Ian Perry	DJM BC KH NS PW GMac AJ IP
Other Attendees:	Richard Jeffery, tie Steven Bell, tie Stewart McGarrity, tie Graeme Bissett, tie Marshall Poulton, CEC Julie Thompson, tie	RJ SB SMcG GB MP JT
Apologies:	Peter Strachan	PS
Circulation:	As above Dave Anderson, CEC	DA

1. Minutes of the Meeting of 18th November 2009 and Matters Arising

The minutes of the meeting were approved by the Board.

The Chairman advised the Board that dependent on today's full Council meeting this may be the last formal **tie** Board and would be replaced by the new TEL Board.

SMcG advised the Board that the proposed visit to **tie** by Transport Scotland had taken place and we were provided with some very positive feedback.

2. Declaration of Interests

No change this month.



3. 5 Key Workstreams

This item was deferred to the Tram Project Board.

The Portfolio Project paper was purely for information purposes but a suggestion was made that once the new structure was in place a sub-committee should set up to hold regular reviews on our involvement in these projects.

DJM stated that once the governance was in place, this would be one of the issues that would be resolved. It was felt that it would be best to hold meetings to review Portfolio Project when and if required, paying particular attention to tie still being the Authorised Undertaker for EARL.

4. Finance Report

The report was taken as read.

The main highlight of the report was the forecast outturn for the year which was revised from £123m to £114m on the project as a result of a more conservative view of what new activity is planned for next year.

5. tie Board Risk Report

The report was taken as read.

MP had now provided a copy of the Council's Risk Report as a basis for revising the tie Risk Report to help with clarity.

SB updated the Board on the recent DRP adjudication. All parties agreed an extension on the Russell Road decision and this will now be 24th December. A fuller discussion would take place at the Tram Project Board.

Agreement had now been reached with Carrillion to stop work on utilities and we have now appointed Clancy Dowcra to finish the work after the embargo ends in January.

SMcG to liaise with CEC (Alan Coyle) and Transport Scotland to explore mutually acceptable ways to mitigate the duration and extent of CEC borrowing to meet agreed contributions to the project.

A discussion took place on HR issues and how they were improving. The staff survey results would be presented to a future Board once complete.

RJ

KH



KH raised the issue of personal resilience and offered to provide RJ with suitable contacts should he require assistance in this area.

6. Any Other Business

DJM suggested that the first meeting in January should become a TEL Board and it would concentrate on forming a programme for the future.

7. Date of Next Meeting

The next meeting will be held on Wednesday 13th January at 9.00 am.

Signed and approved on behalf of the Board of **tie** Limited by:

David Mackay (Chairman).....

Date:.....

Declaration:

*Agenda Items marked * indicate that a report or relevant paper on this subject was attached and will be made available under FOI(S)A but will be subject to review under Section 5b of **tie's** publication scheme and The FOI (Scotland) Act 2002. The contents of these minutes will be reviewed by **tie** prior to release and items marked with (C) may be deemed exempt according to the provisions of The FOI (Scotland) Act 2002.*