

tie Limited

Minutes of tie/Carillion Weekly Progress Meeting - General Actions

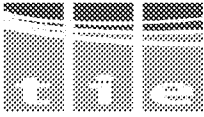
Date: Wednesday 4th March 2009

Time: 10am

Venue: Conference Room, MUDFA

Graeme Barclay	GB
Jim McEwan	JMcE
Colin Happer	CH
John McAloon	JMcA
Michael Blake	MB
Bob Shaw	BS
Michael Mann	MM
Neil McDonald	NMc
Steven Miller	SM
Stuart Robertson	SR
Steve Crosbie	SC
Gil Clelland	GCL
Ian Forbes	IF

Actions from Previous Meetings				
No	Date Raised	Action	Owner	Date Due
1	18.02.09	SDS Resources: We require a depth of what the resources are (who is covering what?). SDS have still not produced a resource loaded programme for utilities work and it is not clear exactly how much resource Halcrow is deploying beyond one team. This is the team that is doing the core work of West Maitland St; Plates 6-10 & the Mound. JMcE has a meeting arrange with SDS this week and will raise this issue.	DS/ JMcE	11.03.09
2	07.01.09	CCTV Cameras: DF would like to request where possible that advance notice is given of any potential relocation of existing CCTV Cameras.		



		<p>Planning permission can take up to 4 months to be granted which is a huge delay to works if left until the last minute.</p> <p>Meeting required with CEC to go through this. Three meetings have been arranged with CCTV Coordinator, Ross Neill, but he has failed to attend. JMCE has written to CEC in this regard but has not yet had a response.</p>	JMcE	11.03.09
3	17.12.08	<p>Work Order Confirmation Notices: These were not issued as stated last week due to meeting held with CUS last week – there is some dispute over what has been issued. A further meeting being held with CUS tomorrow at which this should be resolved.</p>	JC	05.03.09
4	25.02.09	<p>BT Ducting</p> <p>BT have given tie a definitive list of all ducting materials delivered to site to date. The information provided shows that there are substantial quantities in excess of what is required. MM is looking into this and will issue out report to tie by the end of next week.</p>	MM	13.03.09
5	04.03.09	<p>Housekeeping/Site Safety</p> <p>David Mackay raised issue of the quality and order of work sites. Issue with litter and also placing of site equipment. JMCE briefed all tie/CUS (Delivery Managers/PMs/APM's) on general housekeeping and the importance of maintaining good quality standards on site. CUS agreed to designate an operative each day to general housekeeping and site checking. We should be looking the sites and how they can be improved. Tie to brief Site Inspectors on the same.</p> <p>CH raised concern over the site inspection checklist (not asking the correct questions). CH to raise this with Bob Cummins.</p>	Note CH	11.03.09
6	04.03.09	<p>Flash Report: JMCE would like to see a set of monthly targets within the report; flagged up with a traffic light system showing what is on track and what cannot be achieved etc.</p>	JMcA/S M	11.03.09
7	04.03.09	<p>MM asked if tie would consider reviewing and consider additional resources for supervision. At the moment tie have agreed 64 number resources. MM to put proposal to tie.</p>	MM	11.03.09

IF YOU ARE UNABLE TO ATTEND THIS MEETING PLEASE ENSURE YOU FORWARD AN UPDATE OF YOUR ACTIONS TO TARA EDGAR NO LATER THAN 3PM TUESDAY.