

TRANSPORT EDINBURGH LIMITED

AGENDA FOR BOARD MEETING

DATE: Tuesday 20 February 2007
TIME: 1245hrs (Immediately following on from TBP meeting)
VENUE: City Point, McAdam Room
MEETING No. Sixteen

CIRCULATION

Directors:	Jeremy Balfour	JB
	Bill Campbell	WC
	Willie Gallagher	WG
	Ricky Henderson	RH
	Donald McGougan	DMc
	David Mackay	DM
	Fred Mackintosh	FM
	Neil Renilson	NR
Secretary:	Norman Strachan	NS

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1. **APOLOGIES**
2. **MINUTES**
 - Draft Minutes of Meeting No. 15 for approval
3. **MATTERS ARISING**
4. **TRAM PROJECT BOARD UPDATE**
5. **ANY OTHER BUSINESS**
6. **DATE OF NEXT MEETING**
Tuesday 20 March 2007 – Verity House at 1245hrs.

- *Denotes papers enclosed*

TRANSPORT EDINBURGH LIMITED

**Minutes of Meeting of Board of Directors
Meeting No 15, 23 January 2007, Verity House**

Directors Present

W Gallagher
D Mackay (Chairman)
N Renilson

In Attendance

G Bissett
S McGarrity
N Strachan
P Wheeler

The Chairman welcomed Councillor Phil Wheeler who was attending in place of Councillor Fred Mackintosh

07.001 **APOLOGIES**

Apologies were received from J Balfour, W W Campbell, R Henderson and F Mackintosh

07.002 **DECLARATION OF INTEREST**

No new declarations to note.

07.003 **MINUTES**

The draft minutes of meeting Number 14 held on 11 December 2006 were approved.

07.004 **MATTERS ARISING**

WG advised that the TRO process was still a key issue however progress was ongoing. Bi-weekly meetings had been established which were chaired by WG. Additionally, Keith Rimmer had joined the Traffic Management Director and his experience would bring significant benefits to the process.

07.005 **TRAM PROJECT BOARD UPDATE**

The Board were updated on matters from the Tram Project Board meeting held earlier.

Of significant concern were: Funding; Developer Contributions; and the requirement for a formal agreement between CEC and Transport

Scotland which clearly identified risk allocation between the stakeholders. It was agreed that DMcG, GB and AH would meet to progress this.

The Board were appraised of the necessity for increased office space and the window of opportunity which existed to secure another floor at City Point. The Board noted this and acknowledged the time pressure sensitivity.

The minutes of the Tram Project Board would be issued shortly giving more detail to Board members of that meeting.

07.006 **ANY OTHER BUSINESS**

The Chairman advised that the previously circulated meeting dates for this year required changes due to Transport Scotland's requirement to report 4 weekly, rather than monthly.

The Company Secretary was to re-circulate the revised dates, which are listed below

The Company Secretary advised that he wished to file the Dormant Accounts for the year ended 31 December 2006. He confirmed that no transaction had taken place during the year and that the balance sheet value of the company was £1. The Board confirmed that the Dormant Accounts be signed on behalf of the Board by the Chairman and the Company Secretary file them accordingly.

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Tuesday 20 February 2007, City Point at 1245hrs.

REVISED 2007 DATES:

Date	Time	Location
20 Mar	12.45	Verity House
19 Apr	12.45	Citypoint
17 May	12.45	Citypoint
14 Jun	12.45	Verity House
12 Jul	12.45	Citypoint

9 Aug	12.45	Verity House
6 Sept	12.45	Citypoint
4 Oct	12.45	Verity House
1 Nov	12.45	Citypoint
28 Nov	12.45	Verity House
20 Dec	12.45	Citypoint