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**From:** Graeme Bissett [graeme.bissett@[REDACTED]]  
**Sent:** 23 November 2004 19:35  
**To:** Stuart Lockhart  
**Subject:** RE: tie/CEC Liaison Meeting - Thursday 18th November 2004

Comments below.

Regards  
Graeme

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Graeme Bissett

m : [REDACTED]

-----Original Message-----

**From:** Stuart Lockhart [mailto:Stuart.Lockhart@tie.ltd.uk]  
**Sent:** 18 November 2004 16:59  
**To:** Graeme Bissett  
**Subject:** tie/CEC Liaison Meeting - Thursday 18th November 2004

Graeme

I normally attend this with John Saunders, who is in London today. Pat Diamond was asked to deputise but unfortunately he's off sick.

I attended with Ewan Kennedy, Lex Harrison, Rebecca Andrew (Finance) and John Brownlee (SE).

In no particular order, the following issues/comments were raised (please bear in mind most of these comments are attributed to CEC):

1 Overspend on TL 1 budget (operating outwith Business Plan) – there is a letter on its way to Ewan Brown. This will be asking for a speedy turnaround on an "Addendum to the Business Plan" seeking clarification on costs to date and future forecast costs!!! NEED TO RESPOND WED AM

2 CEC will withhold £62k from the invoice payment run at the end of this month as a result of 1 above.

3 CEC were made aware that c£53k has been billed to them against TL 1 which is DPOF costs and c£17k relating to St Andrew's Square. Corrections to be made in November month end invoice to CEC.

4 CEC say no costs should be charged to DPOF until an agreed DPOFA Costed Programme is in place. BULLSHIT – THE DRAFT OBC HAS BEEN APPROVED BY THE EXECUTIVE. NO FURTHER ACTION REQUIRED.

5 CEC say that there is a ceiling on what will be reimbursed to us re St Andrew Square – the figure quoted is £10k. We incurred £17k to end September, £3k in October (part of £53k in 3 above) and are forecasting another £20k this month. ALEX MADE THE AGREEMENT, PLEASE LIAISE WITH HIM. ITS JUST A RECLASS ANYWAY, NOT AN ADDITIONAL BILLING OVER AND ABOVE OUR BUDGET

6 Funding deficits (1 above) ought to be flagged up much sooner, and quantified and concerns raised with funding authority. THEY HAVE SELECTIVE AMNESIA. IGNORE.

7 CEC/SE continue to raise, and have raised on numerous occasions over the past couple of years, their concerns and their "lack of confidence" in the monitoring/project management process. IT'S A VIEW. NFA

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8 Amalgamation of TL 1 and 2 budgets – Rebecca Andrew is attempting to bottom this out with SE – are we aware of this being concluded? WE WILL NEED TO DRIVE, THEY HAVE NO INFLUENCE WITH THE EXEC.

9 Letters awaiting responses previously issued to tie – a schedule, and copies, will likely be issued in the next day or so by Lex. This includes letters on trams overspend and the Incentive Bonus scheme. LET ME SEE THE OMNIBUS RESPONSE THIS WEEK ?

10 Business Plan – can we agree an Agenda for discussion between tie/City Dev/CEC Finance? A meeting is desired soon.I'VE ACTIONED A MEETING TO DAY.

11 Future Advisor Contracts – commercial considerations – can we re-visit our contracts and instead of allowing suppliers to dictate payment terms (30 days presumably in most instances) can we insist on we pay them once we are paid? This may alleviate future difficulties with overdraft! THEY HAVEN'T A CLUE. NEVER MIND THE COMMERCIAL BLINDNESS, MARK B HIGHLIGHTS THEIR SUGGESTION AS ILLEGAL.

12 Project management reporting protocols – the understanding is that you are trying to agree a reporting structure with SE (advisor costs details etc). and I'm wondering what the current status is. IT WILL BE EMBEDDED IN THE NEW BUSINESS PLAN FORMAT FOR NEXT YEAR.

Plenty to think, or talk, about.

Stuart

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Finance Manager

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