

**MINUTES of MEETING of HELENSBURGH CHORD PROJECT BOARD held in the PILLAR
HALL, VICTORIA HALLS, HELENSBURGH
on THURSDAY, 24 OCTOBER 2013**

Present: Councillor James Robb (Chair)
Councillor Ellen Morton
Councillor Richard Trail

Attending: Charles Reppke, Head of Governance and Law
Helen Ford, CHORD Project Manager
Campbell Divertie, Roads Technical Officer
Peter McCaughey, Wave (Consultants)

1. APOLOGIES

Apologies were intimated from Councillor Mulvaney.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES

The Minute of the Meeting of Helensburgh CHORD Project Board 19 June 2013 was approved as a correct record.

4. ARTWORKS PRESENTATION

The Board were given a short presentation in relation to the proposed artwork by Peter McCaughey. The presentation outlined the process of community engagement which had begun in 2010, reinforcement for the community and the allocation and progress on the CHORD art monies.

Decision:

1. The Board agreed to note the presentation and requested that it be circulated to members, the local Community Council and to be placed on the CHORD website.
2. The Board also requested that a report setting out the proposed use of the Section 75 fund be submitted to a future meeting.

The Committee resolved in terms of Section 50 (A) (4) of the Local Government (Scotland) Act 1973, to exclude the public for the following 3 items of business on the grounds that they were likely to involve disclosure of exempt information as defined in paragraph 9,9 and 9 of Part 1 of Schedule 7a to the Local Government (Scotland) Act 1973.

E1. 5. HIGHLIGHT REPORT

The Board were updated by Helen Ford, Project Manager, on the Highlight/Progress Report and on details of implementation of works in Phase 1a and Phase 1b and the status of Phases 2,3 and 4, with proposed handover dates to the Council. The Board were given information on the budget management with details of the total budget spend less income to date.

Decision

The Board agreed to note the update on the progress of the Highlight/Progress Report.

(Ref: Highlight/Progress Report by Chord Programme Manager, dated 14 October 2013, submitted)

E1. 6. PHASE 1 GOVERNANCE AND PERFORMANCE REVIEW

The Board considered a report by the Executive Director of Development and Infrastructure Services outlining the actions taken following the review on governance arrangements and the delivery of project on site to date.

Decision:

The Board agreed to note the report, the action being taken by the Council and to request regular weekly updates on progress to all Helensburgh and Lomond members.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 24 October 2013, submitted)

E1. 7. PHASE 1 LIGHTING REVIEW

The Board considered a report by the Executive Director of Development and Infrastructure in relation to the chronology which led to the Council's Street Lighting service directing a number of changes to the original scheme. The changes comprised of one reduction and a number of additions and resulted in improvements to the original design which will be of benefit to the community of Helensburgh. The Board were advised of the additional costs incurred as well as the adjustment to the timeline for each of the aspects of this part of the project.

Decision:

The Board agreed to note the report, subject to the provision of further information from officers on issues raised around revisions to the original specification highlighted during discussions.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 24 October 2013, submitted)