

Argyll and Bute Council
Comhairle Earra Ghaidheal agus Bhoid

Customer Services
Executive Director: Douglas Hendry



Kilmory, Lochgilphead, Argyll, PA31 8RT
e.mail –lynsey.innis@argyll-bute.gov.uk

17 October 2013

NOTICE OF MEETING

A meeting of the **HELENSBURGH CHORD PROJECT BOARD** will be held in the **PILLAR HALL, VICTORIA HALLS, HELENSBURGH** on **THURSDAY, 24 OCTOBER 2013** at **4:00 PM**, which you are requested to attend.

Douglas Hendry
Executive Director - Customer Services

BUSINESS

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
3. **MINUTES**
Helensburgh CHORD Project Board - 19 June 2013 (Pages 1 - 4)
4. **ARTWORKS PRESENTATION**
- E1 5. **HIGHLIGHT REPORT**
Report by CHORD Project Manager (Pages 5 - 8)
- E1 6. **PHASE 1 GOVERNANCE AND PERFORMANCE REVIEW**
Appendix 1 Risk Register
Appendix 2 Programme Plan
Appendix 3 Progress Summary

Reports from CHORD Project Manager (Pages 9 - 18)
- E1 7. **PHASE 1 LIGHTING REVIEW**
Report by CHORD Project Manager (Pages 19 - 32)

The Committee will be asked to pass a resolution in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the public for items of business with an “E” on the grounds that it is likely to involve the disclosure of exempt information as defined in the appropriate paragraph of Part I of Schedule 7a to the Local Government (Scotland) Act 1973.

The appropriate paragraph is:-

Paragraph 9 Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.

HELENSBURGH CHORD PROJECT BOARD

Contact: Lynsey Innis Telephone 01546 604338

MINUTES of MEETING of HELENSBURGH CHORD PROJECT BOARD held in the JUBILEE ROOM, VICTORIA HALLS, HELENSBURGH on WEDNESDAY, 19 JUNE 2013

Present: Councillor James Robb (Chair)

Councillor Ellen Morton
Councillor Gary Mulvaney
Charles Reppke, Head of Governance and Law
Helen Ford, CHORD Programme Manager
Campbell Divertie, Roads Technical Officer
John Pugh, MacLay Civil Engineering – (item 6 only)
Andrew Dunion, MacLay Civil Engineering – (item 6 only)

1. APOLOGIES

An apology was intimated on behalf of Councillor Richard Trail

2. DECLARATIONS OF INTEREST

None Declared

3. MINUTES

The Minute of Meeting of Helensburgh CHORD Project Board 9 August 2012 was approved as a correct record.

The Committee resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the public for the following items of business on the grounds that they were likely to involve the disclosure of exempt information as defined in Paragraphs 8 and 9 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

4. PROGRESS UPDATE BY MACLAY CIVIL ENGINEERING

The Board was provided with a short update on the works to date on the seafront and advised that this was currently progressing well and as scheduled. The anticipated timeframe and key elements of development stages were outlined and the Board was also briefed on the involvement of the Employability team and of the potential opportunities that might arise from this.

The Board noted that the temporary toilets were now installed and operational and that a timescale of 5 -6 weeks could be anticipated for completion of the permanent facilities.

The CHORD Programme Manager outlined plans for progress meetings to be held at the end of each stage of development to which the public

would be invited and details of these will be made available through local media and the Council website.

Decision

Agreed to note the update by John Pugh and Andrew Dunion, MacLay Civil Engineering.

5. HIGHLIGHT REPORT

The Group was updated by Helen Ford, Project Manager, on the Highlight/Progress Report and on details of the Shopfront Enhancement Initiative.

Decision

The Helensburgh CHORD Project Board agreed:-

1. to note the update on the progress of the Highlight/Progress Report.
2. to request that an update on the findings of the Shopfront Enhancement consultation exercise be brought to a future Business Day of the Helensburgh and Lomond Area Committee.
3. that a meeting be arranged with relevant parties to discuss arrangements on how best to progress and accommodate the forthcoming Helensburgh Winter Festival.

(Ref: Highlight/Progress Report by Chord Programme Manager, dated 10 June 2013, submitted)

6. BUDGET POSITION STATEMENT

The Group considered a report by the CHORD Programme Manager which set out the current position of the Helensburgh CHORD budget allocation as at 30 May 2013 and identified proposals to utilise the remaining CHORD funds.

Decision

Agreed to instruct the CHORD Programme Manager to further explore the options discussed at 3.10 of the submitted report and to report back in light of members' comments at an August meeting of the Helensburgh CHORD Project Board.

(Ref: Report by CHORD Programme Manager, dated 12 June, Submitted)

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