

At a MEETING of the TAY ROAD BRIDGE JOINT BOARD held at Dundee on 10th September, 2012.

Present:- Councillors David BOWES, Bill CAMPBELL, Ken LYNN, Tom FERGUSON, Tim BRETT (substituting for Margaret Taylor), Bill CONNOR, Andy HEER, Brian THOMSON, Jim YOUNG and Sheila HANDS.

Apologies were intimated from Councillor Will Dawson.

I MINUTE OF MEETING OF 18TH JUNE, 2012

The minute of the above meeting was submitted and approved.

II OPERATIONAL RESTRICTIONS AND CLOSURES

There was submitted Report No TRB17-2012 by the Bridge Manager, advising the Joint Board of the number and nature of operational restrictions and closures applied between 1st May and 31st July, 2012.

The Joint Board noted the report.

III ENGINEERING WORKS

There was submitted Report No TRB22-2012 by the Engineer, advising the Joint Board of the current situation regarding engineering works on the Bridge.

The Joint Board noted the position on current progress on various projects.

IV TENDER REPORT - INSPECTION OF COLUMNS AND PIERS

There was submitted Report No TRB23-2012 by the Engineer, seeking authority to appoint Pendrich Height Services to carry out an inspection of the Tay Road Bridge columns and piers and submit reports and record photographs and drawings.

The Joint Board:-

- (i) instructed the Clerk to the Board to accept the offer of £69,950.18 from Pendrich Height Services; and
- (ii) authorised overall expenditure of £80,000 which included an allowance of £10,049.82 for contingencies and professional fees associated with tender preparation, site supervision and interpretation of the reports.

V ANNUAL REVIEW OF STRATEGIC RISK MANAGEMENT

There was submitted Report No TRB16-2012 by the Bridge Manager, advising the Joint Board of the annual review of Strategic Risk Management issues.

The Joint Board noted the contents of the report, as at 31st July, 2012, and approved the Risk Management Strategic Plan (2012-2014).

VI IMPLEMENTATION OF COMPLAINTS PROCEDURE

There was submitted Report No TRB18-2012 by the Bridge Manager seeking approval to implement a local Complaints Procedure based on guidance from the Scottish Public Service Ombudsman on the implementation of a Model Complaints Handling Procedure.

The Joint Board approved implementation of the proposed Complaints Procedure from 30th September, 2012.

VII ASSET MANAGEMENT PLANNING

There was submitted Report No TRB19-2012 by the Bridge Manager, advising the Joint Board of the process of Asset Management and seeking approval of the Asset Management Plan.

The Joint Board noted the contents of the report and approved the Asset Management Plan for the Tay Road Bridge.

VIII REVENUE MONITORING - 4 MONTHS TO JULY 2012

There was submitted Report No TRB20-2012 by the Treasurer, advising the Joint Board of the current monitoring position of its 2012/2013 Revenue Budget.

The Joint Board noted the content of the Revenue Monitoring Report as at 31st July, 2012.

IX CAPITAL MONITORING - 4 MONTHS TO 31ST JULY, 2012

There was submitted Report No TRB21-2012 by the Treasurer, advising the Joint Board of the current monitoring position of its 2012/2013 Capital Budget.

The Joint Board noted the content of the Capital Monitoring Report as at 31st July, 2012.

X INTERNAL AUDIT - INTERNAL AUDIT PLAN 2012/2013

On a reference to Article V of the minute of meeting of 13th June, 2011, whereby the three year Strategic Audit Plan was approved, there was submitted Report No TRB24-2012 presenting to the Joint Board the Internal Audit Annual Audit Plan for 2012/2013.

The Joint Board noted the contents of the Internal Audit Annual Plan for 2012/2013 which was based on the detailed Internal Audit Needs Assessment and Strategic Plan for 2010/2013.

XI DATE OF NEXT MEETING

Monday, 10th December, 2012 at 10am in Dundee.

David BOWES, Chairman.