## TRAM IPG ACTION NOTE 9 JUNE 2010

Present: TA (chair), DMcG, DA, MT, MP, AM, NS, ACon, LM, Ailie Wilson, BL (note)

Item	Subject		Action
1	Note of previous meeting – 12 May	<ul> <li>Agreed as accurate;</li> <li>Agreed that TA, MT and DA would meet to finalise revised Tram IPG remit on Thursday 10 June.</li> </ul>	
2	Highlight Report – 9 June	<ul> <li>Financial Update, Contingency and Strategic Options</li> <li>Noted current position on 'Project Carlisle' and the procurement risks associated with any commercial 'divorce' agreement;</li> <li>Noted Transport Scotland and Scottish Government being kept informed of developments, with meeting on funding scheduled for 17 June;</li> <li>Agreed requirement for coherent Council plan drawing together various streams of activity (Finance, Legal, Communications etc) and scenario planning <u>ACTION DA</u> to coordinate;</li> <li>Noted reference to tram (10% contingency) under contingent liabilities in final accounts to Council on 24 June.</li> <li>TMO</li> <li>TMO Project Assurance Review- noted issues related to design, absence of utilities records from September 2007 to June 2008 and complexity of various programmes;</li> <li>TMO Project Assurance Review- agreed that (i) TMO report offers comment/context on contract from engineering perspective as appropriate (ii) a detailed discussion with relevant Tram IPG members is arranged on completion of draft report, and (iii) recommended actions arising be</li> </ul>	DA

Item	Subject		Action
		categorised into immediate and longer term <u>ACTION</u> MP.	MP
		Communications	
		<ul> <li>Noted letter of complaint being issued to The Herald regarding journalist's misrepresentation of Cllr Mackenzie's comments.</li> </ul>	
		Council report 24 June	
		<ul> <li>Agreed to (i) include more detail about DRP procedure where possible/appropriate and (ii) more succinctly cover Princes Street contract <u>ACTION</u> NS</li> </ul>	NS
		Planned future tram Council reports	143
		<ul> <li>Noted that ETL governance report had been signed off by Director of Corporate Services <u>ACTION</u> BL to provide copy to TA</li> </ul>	BL