TRAM IPG ACTION NOTE 19 AUGUST 2009

Present: TNA, DA, DMcG, GL, CM, IR, AConway, Ailie Wilson, BL (note); Apologies: JI, LM, MT, ACoyle

Item	Subject		Action
1	Note of previous meeting – 27 July	Agreed as accurate	
2	Highlight Report- 190809	Council Reports ACTION TNA to discuss private briefings / need for cross party support with Leader / Group Leaders Note report on TRO process to be submitted to Transport, Infrastructure and Environment Committee	TNA
		Financial Contingency Measures and Strategic Options Need to compile evidence base for curtailment option ACTION AConway Noted that DMcG has engaged with Bill Reeve at Transport Scotland regarding the Council's contingency planning arrangements, currently assuming 5% of TEL Business Plan	AConway
		 Developer contributions- Forth Ports ACTION DMcG and DA to discuss next week ACTION DMcG to follow up on other Section 75 agreements Communication Noted success of joint media work with tie and positive informal feedback on festival mitigation measures 	DMcG / DA

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		Need for Comms to work with Cllrs Dawe and Mackenzie on promoting key tram benefits to public ACTION IR	IR
		Consideration to use of existing Bluetooth technology to communicate message regarding available parking ACTION MP	MP
		Update from the Tram Operations Group (TOG) Meeting	
		Retailer opposition to Princes St bus proposals- early engagement required with TOG / Gordon Drummond ACTION DA to schedule meetings with retailers in September to allow TNA to attend	DA
		Small business support scheme and rate relief ACTION DMcG to provide note to TNA/DA on position prior to meeting retailers	DMcG
		Winter festivals- critical stage for entering into contracts ACTION DA and JI to discuss on 20 Aug	DA / JI
		Tram Legal Agreement with Forth Ports	
		ACTION AConway to prepare note on Forth Ports delays for DA/MP	AConway
		Viewing area for the Festival Fireworks	
		Festival fireworks- memo regarding Princes St viewing cancellation expected shortly ACTION DA to share with TNA on receipt	DA
		ACTION TNA to confirm Police position with Colin Campbell regarding cancellation of fireworks viewing from Princes St	TNA
		TMO Update	
		Noted that the outcome of the audit regarding DRP5a will be known by close of business on Thursday 20 August. DRP5b on hold	

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		Legal costs- noted that DLA costs considerable but unavoidable. Other costs containable	
		Statutory Council Approvals and Consents	
		ACTION AConway to prepare note for John Bury re Historic Scotland	AConway
		Building Fixings	
		Noted that the first court applications will be lodged in next three to four working days, with all lodged within ten working days	