

**Meeting with Andrew Holmes
17 July 2006**

ISSUES	ACTION
<p>1. Planning Issues</p> <p>Agreed that we would instigate a weekly "Planning Summit" involving all necessary key players. Core team would be:</p> <p>tie: Willie Gallagher, Andie Harper CEC: Andrew Holmes, Keith Rimmer TEL: Neil Renilson, Bill Campbell</p> <p>There would also be representatives from SDS, CED, and tie as necessary.</p> <p>The concentration of the meeting will be to resolve any significant design issues to facilitate the timetable for Infraco release. It will also ensure the necessary resources are available for all involved parties.</p>	<p>Andie Harper/ Julie Thompson</p>
<p>2. Communications</p> <p>Agreed that we would meet weekly on a continuous basis – this will be communicated to our respective teams who can then post issues for our attention.</p>	<p>Julie Thompson</p>
<p>3. Design Approval Panel</p> <p>Clarification required on the formal process for decisions taken at the "Planning Summit" being officially ratified by the Tram Project Board.</p>	<p>Andie Harper</p>
<p>4. Urban Design Consultants</p> <p>There is a gap in our SDS Design capability associated with Urban Design. The issue of concern is how the final scheme will positively integrate into the final urban environment. There is potential funding circ £100k from CEC if necessary.</p>	<p>Andie Harper</p>
<p>5. Business Plan Approval Process</p> <p>There requires to be more clarity on the detailed CEC and ST approval process of the Tram Business Case.</p>	<p>Graeme Bissett/ Stewart McGarrity</p>
<p>6. Hearts & Minds</p> <p>Suzanne Waugh will meet with Andrew to update him on our proposals. It is important to stress in our documentation the financial success stories of Nottingham and Dublin.</p>	<p>Suzanne Waugh</p>

7. European Funding

The opportunity to explore whether there is any possibility of EU funding will be explored by CEC. **Andrew Holmes**

8. Borders Rail

Andrew will facilitate a future meeting between **tie** and **Andrew Holmes** David Hume.