
From: Lorna.Davis@transportscotland.gsi.gov.uk
Sent: 15 October 2007 09:58
To: Rebecca Andrew; John.Ramsay@transportscotland.gsi.gov.uk
Cc: Jerry.Morrissey@transportscotland.gsi.gov.uk; Alan Coyle; Duncan Fraser
Subject: RE: Dates for CEC/TS Monthly liaison meetings

Hi Rebecca

Not too sure if John had a chance to respond to this before he left on Annual Leave. I have spoken to Jerry to gain clarity on the way forward. It is appropriate now for the monthly meetings to be held between yourself and John and whoever else you both feel necessary in order to review (high level) the periodic reporting pack and answer any queries that TS may have. In John's absence can I therefore suggest Thursday 25th October at 10am for this next meeting? John returns on the 23rd so you can liaise with him to agree a venue.

Quarterly meetings will be held between senior staff and Jerry mentioned that the next one of these would be due around December time – date to be agreed.

Am happy to discuss if required.

Lorna

-----Original Message-----

From: Rebecca Andrew [mailto:Rebecca.Andrew@edinburgh.gov.uk]
Sent: 03 October 2007 10:29
To: Ramsay J (John)
Cc: Morrissey J (Jerry); Davis L (Lorna); Alan Coyle; Duncan Fraser
Subject: RE: Dates for CEC/TS Monthly liaison meetings

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has been swept for the presence of computer viruses.

John,

CEC had understood monthly meetings would be at a senior level (Director of Finance and City Development with Bill Reeve and Jerry Morrissey) and quarterly meetings would be held between the chief executives of our respective organisations.

Can you confirm that the monthly meetings are to be held at a lower level than envisaged?

Rebecca

Rebecca Andrew | (Acting) Principal Finance Manager | Financial Services | The City of Edinburgh Council | Waverley Court, Level 2:5, 4 East Market Street, Edinburgh, EH8 8BG | Tel 0131 [REDACTED]
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From: John.Ramsay@transportscotland.gsi.gov.uk [mailto:John.Ramsay@transportscotland.gsi.gov.uk]
Sent: 03 October 2007 08:39
To: Rebecca Andrew

Cc: Jerry.Morrissey@transportscotland.gsi.gov.uk; Lorna.Davis@transportscotland.gsi.gov.uk
Subject: Re: Dates for CEC/TS Monthly liaison meetings

Rebecca

Working on grant stuff this AM. Regarding your understanding of meetings, I shall lead the monthly meetings which will focus on the 4 weekly period report, particularly spend - grant reconciliation, tho it would be helpful to have Duncan present to assist comms on project stuff generally.

The senior level meeting will be on a quarterly basis. All as agreed at our meeting several Thursday' ago.

Sent from my BlackBerry Wireless Handheld

-----Original Message-----

From: Rebecca Andrew <Rebecca.Andrew@edinburgh.gov.uk>
To: Ramsay J (John)
CC: Alan Coyle <Alan.Coyle@edinburgh.gov.uk>; Duncan Fraser <Duncan.Fraser@edinburgh.gov.uk>
Sent: Tue Oct 02 16:06:34 2007
Subject: RE: Dates for CEC/TS Monthly liaison meetings

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John,

Thanks for your email. I understand your frustration regarding the timing for the production of the reports. I have raised this with tie and agreed that this will be addressed when reporting is revisited post-financial close.

I understand that you may have questions on some of the detail of the report for your internal governance procedures, but I envisage this would better be done off-line with conversations and or informal meetings with Duncan Fraser and myself or my colleague Alan Coyle, as the formal monthly meetings are to be at a higher level (Bill Reeve/Gerry Morrissey/Andrew Holmes/Donald McGougan), I don't think dovetailing with the monthly reports is essential (let me know if you think otherwise). Would you be able to provide a list of dates Bill and Gerry are available so that I can forward this to Andrew and Donald's secretary's to co-ordinate?

On a separate matter, how are you getting along with the grant letter? I'd like to know your position ASAP, as this helps with our approval of the FBC and also allows us to get legal and tax opinion on any implications.

Thanks again,

Rebecca

Rebecca Andrew | (Acting) Principal Finance Manager | Financial Services | The City of Edinburgh Council | Waverley Court, Level 2:5, 4 East Market Street, Edinburgh, EH8 8BG | Tel 0131 [REDACTED] rebecca.andrew@edinburgh.gov.uk | www.edinburgh.gov.uk <<http://www.edinburgh.gov.uk/>>

From: John.Ramsay@transportscotland.gsi.gov.uk [mailto:John.Ramsay@transportscotland.gsi.gov.uk]
Sent: 01 October 2007 15:50
To: Rebecca Andrew
Cc: Lorna.Davis@transportscotland.gsi.gov.uk
Subject: RE: Dates for CEC/TS Monthly liaison meetings

Rebecca

Please see dates schedule attached.

The key issue for us is that tie have always argued that they cannot deliver our standard report to the due deadline (even tho' all other TS promoters have managed this migration) This was only supposed to be an interim covering last October to March but has never been amended and consequently I do not get tie's report until the 2nd morning of the last week of the period - leaving me just 3 days to complete our internal reporting mechanism to TS directors.

If CEC cannot persuade tie to deliver a week earlier, the effective knock-on for yourself means that we can only schedule an effective joint meeting between ourselves on one of the 2 days between our receipt of the report and completion of our internal delivery (normally either the Wednesday or Thursday of that week) Please note that the 4 weekly reports process is a key foundation of the new governance and grant mechanism and continued pressure such as this is not perceived as helpful by my directors.

I am working through your other emails re grant etc and hope to be in a position to respond tomorrow AM.

John Ramsay

Project manager - Edinburgh Trams

Rail Directorate

Transport Scotland

Buchanan House

Glasgow G4 0HF

Tel 0141-2

mobile 0

-----Original Message-----

From: Rebecca Andrew [<mailto:Rebecca.Andrew@edinburgh.gov.uk>]

Sent: 01 October 2007 11:32

To: Ramsay J (John); Davis L (Lorna)

Subject: Dates for CEC/TS Monthly liaison meetings

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Could you get back to me for proposed dates for these meetings so that we can ensure the appropriate people can attend them?

Thanks

R

Rebecca Andrew | (Acting) Principal Finance Manager | Financial Services | The City of Edinburgh Council | Waverley Court, Level 2:5, 4 East Market Street, Edinburgh, EH8 8BG | Tel 0131 [REDACTED] rebecca.andrew@edinburgh.gov.uk | www.edinburgh.gov.uk <<http://www.edinburgh.gov.uk/>>

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