

**TRAM IPG  
ACTION NOTE  
27 JULY 2009**

**Present:** TNA, DA, DMcG, GL, CM, IR, LM, AConway, ACoyle, BL (note);

**Apologies:** JI, MT

Item	Subject		Action
1	<b>Matters Arising</b>	<ul style="list-style-type: none"> <li>• <b>ACTION</b> TNA, DA, DMcG to meet with Richard Jeffrey and Dave Mackay to clarify changes in cost estimates and CEC-tie relationship</li> <li>• Agreed that CEC need to engage with Transport Scotland soon on strategic options and implications for grant</li> <li>• Noted meeting of Tram Sub Committee on 10 August and need to report some progress to this meeting</li> </ul>	<b>TNA / DA / DMcG</b>
2	<b>Project Status Report for Council on 20 August</b>	<p><b>Programme and Costs</b></p> <ul style="list-style-type: none"> <li>• <b>ACTION</b> IR/LM to check what Richard Jeffrey has stated publicly regarding project completion over budget</li> <li>• <b>ACTION</b> ACoyle/AConway to ensure report: <ul style="list-style-type: none"> <li>○ puts across message that delivery within £454m is now unlikely</li> <li>○ includes cost details of those changes that the Council is aware of eg MUDFA, tie running costs, without detailing overall figures at this stage</li> <li>○ references increased risks from INFRACO, BSC relations</li> <li>○ outlines current legal position taken by CEC and tie</li> <li>○ considers reference to officer confidence in TEL business case</li> <li>○ recommends that a further report will be submitted to Council once more information is available, with contingency planning options following progression of DRP and CEC options for covering potential funding shortfall</li> <li>○ shift emphasis from 'curtailment' to 'phasing'</li> </ul> </li> </ul> <p><b>Council Funding</b></p>	<p><b>IR/LM</b></p> <p><b>ACoyle/ AConway</b></p>

Item	Subject		Action
		<ul style="list-style-type: none"> <li>• Noted that further discussion with DTZ is necessary regarding developers contributions and assurances required on tram funds from Forth Ports</li> </ul> <p><b>Governance</b></p> <ul style="list-style-type: none"> <li>• Noted that Dave Mackay to discuss points of principle with TNA this week</li> <li>• Noted that governance proposals have been shared and Graeme Bissett will acknowledge their receipt in report to next TPB</li> <li>• Agreed that CEC need absolute clarity on principles for bonus payments for tie, and other Council companies, going forward</li> </ul> <p><b>Summer and Winter Festivals</b></p> <ul style="list-style-type: none"> <li>• <b>ACTION</b> IR to arrange for Norman Ireland and MP to meet regarding Princes St issues, and liaise with IR/LM on any associated comms requirements</li> <li>• <b>ACTION</b> MP to report on Summer Festivals to Tram Sub Committee on 10 August</li> </ul>	<p>MP / IR / LM</p> <p>MP</p>