
From: Willie Gallagher
Sent: 07 October 2007 18:43
To: Donald McGougan
Cc: Graeme Bissett (external contact)
Subject: RE: Tram Subcommittee Remit

Donald,

With reference to your email below:

- (a) Like Graeme, I have no issue with the minutes to the TPB going to the Cct. I will then elaborate via Power Point presentation and bring out all the salient points.
- (b) We will have to manage the agenda to include the various other matters e.g. Public Realm
- (c) I met with SDS on Thursday and finalised the prolongation claim at £2.4m, this is £700k below budget and included in the £498m we have discussed. We could prepare a short paper for the first meeting of the committee which would then conclude the matter.

When are we targeting the first meeting; after financial close in January 2008 or will we have one eg. End of November.

Willie

From: Donald McGougan [mailto:Donald.McGougan@edinburgh.gov.uk]
Sent: 04 October 2007 16:55
To: Graeme Bissett (external contact); Willie Gallagher
Subject: FW: Tram Subcommittee Remit

Willie/Graham

Tram Subcommittee - Remit

Further to our recent discussions I have attached for your information the report that was agreed by the Council of the City of Edinburgh on 20 September 2007 - Edinburgh Tram: Further Update.

I have copied below an extract of the report that deals with the remit of the Subcommittee:

13 I recommend that this subcommittee be chaired by the chair of the Transport, Infrastructure and Environment Committee and meet every six to eight weeks, with the following remit:

- to receive reports and recommendations on the progress of the Edinburgh Tram Project from officers, the TPB, tie and TEL;
- to monitor the spending profile throughout the life of the project;
- to monitor the project's compliance with the grant conditions set by Transport Scotland;
- to monitor the financial contributions received from developers through Section 75 planning agreements;
- to receive regular reports from the Director of City Development on the performance of tie with respect to the Operating Agreement;
- to consider, as a standing agenda item, the minute of meetings of the TPB;

- to take the final decision with respect to the settlement of any financial claims that may arise against tie/the Council; and
- to review regularly the risk profile for the Council.

14 In pursuance of these duties, the subcommittee may delegate powers as appropriate to Directors, including the following:

- the oversight of the dispute resolution mechanism within the major contracts, to the Director of City Development; and
- approval of variations in the design of the vehicles and the infrastructure to the Director of City Development.

15 The TPB will report to this subcommittee and its remit will remain that identified in Appendix 2. The subcommittee will make regular reports to the Transport, Infrastructure and Environment Committee.

16 Given that the subcommittee is to meet every six to eight weeks, where pressing decisions require to be taken in the interim, those decisions should be delegated to me and subsequently ratified by the subcommittee its next meeting.

Paragraph 13 deals with the specific remit of the subcommittee. I would expect that much of the reporting associated with the oversight and monitoring detailed in this paragraph will be generally treated through PowerPoint presentations. The issue of claims is obviously a key concern and is referred to in bullet point 7 - "*to take the final decision with respect to the settlement of any financial claims that may arise against tie/the Council;*".

Point 6 is also an issue around which I would seek your specific comments and thoughts with respect to issues associated with taking the minutes of the TPB to the Subcommittee.

I also believe following our recent discussions that there is potential to include in this remit consideration of issues currently reserved to the Council ancillary to the Tram project, for example matters associated with the Public Realm and wider transport network considerations.

I would further suggest that the SDS claim be reported retrospectively for final decision at the first meeting of the subcommittee. Indeed, I would be grateful if you could liaise with Andrew Holmes regarding the general composition of the agenda of the subcommittee meetings.

Please let me know your thoughts on these matters.

Regards

Donald

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