

	A	B	C	D
1	Appendix 1			
2	Tram - Final Business Case (FBC)			
3				
4	Outline Actionplan			
5				
6	Action	Start	Finish	Comment
7	Establish working group & governance	May	May	see note 1
8	Proposal for working group & governance to May TPB		18/05/2007	
9	Seek clarification on Transport Scotland comments on DFBC	June	June	see items identified in the response to Transport Scotland comments
10	Seek clarification of approval requirements for the FBC from Stakeholders	June	June	
11	Seek clarification of approval timescales for the FBC from Stakeholders	June	June	
12	Agree outline structure for FBC with Stakeholders	June	July	
13	Prepare programme for preparation	June	July	note 2
14	Establish specialists skills requirements and resource plan	June	July	
15	Review existing documents / section and update as appropriate	June	submission of FBC draft	
16	Further develop sections on stakeholder / programme and risk management	June	submission of FBC draft	
17	Clarify requirements for updates of DFBC appendices	June	submission of FBC draft	
18	Develop audit trail for key assumptions and proposals from DFBC to FBC	July	submission of FBC draft	
19	Update/Confirm FBC with Final Infraco/Tramco negotiations results	tba	tba	
20	Submit FBC-draft for review to Stakeholders (Transport Scotland and CEC)	tba	tba	
21	Present FBC for approval to TPB	tba	tba	
22	Submit final FBC for approval to Transport Scotland / CEC	tba	tba	
23				
24	Notes			
25	Note 1 - Suggested membership for FBC working group:			
26	- Duncan Fraser (CEC)			
27	- Rebecca Andrew (CEC)			
28	- John Ramsay/Matthew Spence (Transport Scotland)			
29	- Lorna Davis (Transport Scotland)			
30	- Steward McGarrity (tie)			
31	- Miriam Thorne (tie)			
32	- Alasdair Sim (tie)			
33	- Geoff Gilbert (tie)			
34	- Alastair Richards (TEL)			
35				
36	Note 2 - The programme for preparation of the FBC is highly			
37	dependent on the project master programme and specifically on			
38	the specific programmes for Procurement, Design completion and			
39	Traffic Management. Timetables for the completion of individual			
40	sections of the FBC can be prepared following presentation			
41	of the current programme review to the May TBP.			

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