

**TRAM IPG
ACTION NOTE
12 MAY 2010**

Present: TA (chair), DMcG, DA, MP, IR, GL, NS, ACoyle, Euan Kennedy, Lynn McMath, BL (note)

Item	Subject		Action
1	Note of previous meeting – 27 April	<ul style="list-style-type: none"> Agreed as accurate 	
2	Highlight Report – 12 May	<p>Financial Update, Contingency and Strategic Options</p> <ul style="list-style-type: none"> Project Pitchfork update- noted current timescales on negotiations with BSC/BB mean a definitive line on 'divorce' looks unlikely before report to Council meeting in June ACTION DMcG/ACoyle to draft letter from Chief Executive to Richard Jeffrey underlining Council requirement/timescales for reporting to members; ACoyle/NS to request information from Richard Jeffrey on route map/process for negotiating 'divorce'; Clause 80- noted proceeding with approach on Clause 80 instructions, with consideration being given to strategy / legal view in relation to Clause 90 breaches; Schedule Part 4- noted NS/GL to request access to written counsel opinion if available; Council Tram Funding Strategy- noted that review of strategy including impact of incremental delivery on developer contributions and capital receipts will be reported to the next Tram IPG meeting in June. <p>Tram Monitoring Officer Update</p> <ul style="list-style-type: none"> Noted TMO confident at this stage that December 2012 completion achievable subject to change in contractor behaviour; 	<p>DMcG/ACoyle</p> <p>ACoyle/NS</p>

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		<ul style="list-style-type: none"> • Noted TMO view that improvements are necessary in tie’s record keeping and project management, and is currently considering how best to raise this; • Agreed need to ensure Council compiles/maintains comprehensive records in event of scrutiny; • Active DRPs- noted that decisions expected on two DRPs within the next week. <p>Communications</p> <ul style="list-style-type: none"> • Tram on Princes Street- noted positive reaction with over 20,000 visitors so far, and that consideration will be given to how best to utilise Tram in coming months; • Lothian Buses- noted potential positive story on improved bus patronage and service reliability. <p>Council report- draft issues</p> <ul style="list-style-type: none"> • Agreed report approach in relation to disclosure of Princes St costs, Utilities costs, TMO view on Programme, incremental delivery, reporting timing, and noted legal view awaited from DLA on commercially sensitive issues <u>ACTION</u> ACoyle to coordinate report • Final Accounts- noted that there will be reference to Council tram funding in report on final accounts to Council on 24 June, agreed that communications focus should be on main tram report on same agenda; • Agreed to early engagement with Leader on draft report (marked as subject to confirmation on legal aspects if necessary) with view to briefing Group Leaders thereafter; • Tram TRO objections- noted public meeting to be held in advance of Transport, Infrastructure and Environment meeting in July to help secure objector and cross party support. <p>Remit and membership of IPG</p> <ul style="list-style-type: none"> • <u>ACTION</u> DA to circulate amended version of report; ALL to return comments within next few working days; DA to add content clarifying roles of TMO, Director of City Development etc going forward. 	<p style="text-align: center;">ACoyle</p> <p style="text-align: center;">DA / ALL</p>

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		<p data-bbox="495 338 568 363">CAAD</p> <ul data-bbox="495 415 1346 445" style="list-style-type: none"> <li data-bbox="495 415 1346 445">• ACTION GL to follow up with Alan Squair on Haymarket Yards. <p data-bbox="495 497 987 522">Planned Future Tram Council Reports</p> <ul data-bbox="495 573 1839 761" style="list-style-type: none"> <li data-bbox="495 573 1839 684">• Remuneration Strategy- agreed report to take account of pension considerations, noted that DA/NS will issue working draft for comment within next week, though report could potentially be delayed until after summer recess; <li data-bbox="495 727 1301 761">• Lothian Buses integration ACTION NS to follow up with tie. 	<p data-bbox="1995 420 2029 445">GL</p> <p data-bbox="1995 727 2029 753">NS</p>