

## 5.0 CLIENT CONTROL AND REPORTING

In order to exercise control and ensure accurate recording, all control meetings are minuted and agreed. The attached documents illustrate the range of issues being managed, which are then reported to CEC Tram Briefing meetings, chaired by CEC CEO Sue Bruce, and thereafter to the Joint Project Forum.

- Joint Project Forum Agenda and Minute
- Joint Project Forum and Principals Meeting Agenda
- Client Instruction and Control (CEC/Turner & Townsend)
- CEC Tram Briefing
- Lothian Buses Integration meeting
- Utilities, Princes Street & Construction
- Design, Consents & Commercial
- Programme & Risk
- Tram Commissioning & Integration
- Communications
- Test Track handover

## **Agenda**

---

### **Joint Project Forum and Principals Quarterly Meeting**

**Wednesday 22 February 2012 at 11.30am**  
**in the Chief Executive's Board Room, Waverley Court, Edinburgh**

- 1.0 Previous Minute 25 January 2011** – submitted for approval as a correct record (circulated)
- 2.0 Key Points of Progress – October 2011 to February 2012**
  - 2.1 Progress Photographs  
(6 No. photographs of interest in total – to be presented on screen):  
Bilfinger Berger  
Siemens  
CAF
  - 2.2 Verbal reports from Martin Foerder, Axel Eickhorn, Antonio Campos and Colin Smith
    - 2.2.1 Commissioning & Integration of Trams
    - 2.2.2 Third Party Consents / CEC Approvals
    - 2.2.3 Network Rail
    - 2.2.4 Scottish Water
    - 2.2.5 Scottish Power
    - 2.2.6 ScotRail
- 3.0 Governance**
  - 3.1 Project Team Structures and Behaviours
  - 3.2 Certification, Working Decisions and Agreements