

TRAM OPERATIONS GROUP MEETING

MONDAY 29th MARCH 2010

Attendees:

Gordon Drummond, Chair (GM, Harvey Nichols)
Richard Jeffrey (Chief Executive, tie ltd)
Steven Bell (Tram Project Director, tie ltd)
Gordon Christie, (Customer Services Manager, tie ltd)
Mandy Haeburn-Little (Director of Customer Services and Communications, tie ltd)
Graham Russell (Business Coordinator – Leith Walk & West End Project)
Graham Birse (Deputy Chief Executive, Edinburgh Chamber of Commerce)
Iain Coupar (Marketing Director, Lothian Buses)
Michael Dixon (Chairman of Edinburgh Branch FSB)
Kevin Leitch (Stakeholder Manager, City of Edinburgh Council)
Michael Apter (West End Association)
Gordon Burgess (Chair, Leith Business Association)
Marshall Poulton (Head of Transport, City of Edinburgh Council)
George Bell (GM Jenners) – Princes Street

Apologies:

Joshua Miller (West End Association)
Councillor Tom Buchanan (City of Edinburgh Council)
Tom Campbell (Chairman, Essential Edinburgh)
Councillor Gordon Mackenzie (Convener of Transport, City of Edinburgh Council)

1. Apologies

GD welcomed everyone to the meeting and acknowledged the apologies. He also thanked George Bell for hosting the meeting at Jenners.

2. Matters arising from minutes of meeting of 30th November 2009

None

3. Progress Update

RJ provided a high level update of the situation. He stated that they were edging slowly towards closure on Utilities. Progress still slower than tie ltd would like however due to complex issues. Carillion left at the end of December and tie ltd are primarily working with Clancy Docwra and Farrans to complete all utilities work.

GD enquired of the end date of the Utilities. RJ – final sign-off of certificates not until the end of the whole tram project. Regarding holes in the ground, Broughton Street back to normal tomorrow (Tuesday 30th March) with buses on Thursday (1st April). BT Cabling replacement works are ongoing till the end of the year.

Tram works – relationship with BSC consortium has deteriorated. A commercially robust strategy is in place. Rate of progress is 1% a month which is unacceptable to everyone. January 2014 is deemed the project end date according to BSC consortium but tie ltd feel June 2012 is more sensible – 17% complete and with a 3% a month rate would take end date to June 2012. The 1% rate of progress is unacceptable and the 3% rate is what was originally stated in the contract.

tie ltd intends to force the issue and RJ wrote to them on 26th March. The impact of traffic management will be reviewed and this may mean being able to return whole sections of the City to a state near normality and introducing more customer friendly barriers and kerb safety signing.

There was further considerable discussion around the issues and the lack of progress. The enormous frustration of everyone present is minuted.

RJ thanked everyone for their cooperation and repeated the fact that the Board has adopted an intensified approach to resolving the deadlock.

4. Current position against programme

GD asked when can the barriers be moved/taken down? SB – some in a matter of days and others over the next few months.

The following areas of work are due to be delivered shortly

- 1) Haymarket – Small challenge with Scottish Power but only a matter of days. This includes Coates Crescent and Manor Place.
- 2) The Mound – water valves work due.
- 3) Dublin Street to York Place and Picardy Place, Broughton Street open to cars and buses. Another month's work on Dublin street to tidy up residual works.
- 4) Baltic Street – localised junction area.
- 5) Top of Constitution Street
- 6) Forth Ports estate.
- 7) Edinburgh Park
- 8) Annandale Street. **ACTION: SB will let GR know once he has triple-checked the status of the lights.**

5. Forward plans:

	1 month
	3 months
	Christmas 2010

SB talked the Group through the forward plans and new barrier proposal as attached.

GR – the barrier on Leith Walk was erected several years ago. It was previously deemed too dangerous by the Council to have it removed but now, apparently, it is safe to do so? SB – this is only possible now due to less work happening. GD asked if all barriers could be moved and have the streets put back to normal. This would get the citizens back on side. MD – will a new TRO have to be created? MP – TRO lasts for 18-mths and can extend them if there is a safety issue and in this case no, a new TRO would not be required. Planners do however need to be involved due to the amount of metal work involved. **ACTION: SB will send out information as each area is finalised.**

SB – Haymarket and Leith Walk will be phased in during April. MD asked who is responsible? SB confirmed that as in association with the tram works it would be tie ltd who would deliver and maintain it. Roads Authority would give permission for it.

RJ – this is a temporary move until the contractor is ready to re-start. City is not divided into sections for the project and if we restrict them then it is an argument for an extension.

RJ – the arrival of the first tram will be 2nd/3rd week in April to a central location however programme is in place for the announcement.

SB – in the meantime tie are focussing on the ramping up of output from Haymarket to the Airport. He confirmed the embargo for the Festival and Christmas 2010. GBu – does this include Leith. SB – No, only to London Road.

6. Branding of route and activity

MH-L talked the Group through the branding of the route and the activity to be incorporated around it. Document attached.

IC – Lothian Buses has been doing their own branding. Harlequin design brought in, in 1999 followed in 2009 for all lower floor buses. The new streamlined livery will soon hit the streets and Lothian Buses will maintain specific route branding. There will be a gradual cross-over from the old to the new branding and looking at 50-60 buses a year to be completed.

MH-L - New tram that arrives will be branded and visits to it can be made. Tram stops also need to be branded. GBi reiterated the importance of connecting the bus and tram brand.

7. Track laying programme in the West End

MA wanted to emphasise the original 13-14mth suggested in December seems a very long time compared to that in Princes Street of 8mths including utilities! This could be a potential disaster for all businesses. He pointed out that there was no right turn after Russell Street until the Mound. SB – Princes Street worked through the embargo and it was a blockade

compared to sections in the West End. SB committed to looking at again and reporting back. GD asked if the traffic management was set in stone? SB – in principle approved but does not mean an alternative could not be approved. **ACTION: The phasing does impact on traffic and SB will re-look at that.**

8. Leith Community Support

MH-L distributed a handout and explained that there was a group in place consisting of the Economic Development Department/Edinburgh Chamber of Commerce/OFB and Neighbourhood Partnership who are extending the branding of– I Love Leith.

9. Open for Business

GBi – in spite of the manifest difficulties, there is still an image to be maintained for the City. Completion of Spotlight on Leith newsletter for printing – this is more civic pride. GR pointed out the Dine Around just to be out in June/July. Securing slot on Leith FM’s Business Bytes show to promote the Leith business hub

For the West End - Completion of the Go East Sponsorship, Real Radio on-air and on-line promotions which GB will cascade to all.

Broughton Street - Publication of the ‘Cultured Cafes’ advertorial, booking and writing copy for the Eating and Drinking guide, on behalf of restaurants.

City Centre - Creation of initial retailer materials for sign up, researching event logistics

Edinburghshopper.com - Design brief issued to digital agency for website revamp

Budget is there for 1 more year commencing from April. GBi asked how do we maintain and manage the marketing of the City during the year? RJ – at some point tie will need to present the costs to the Council and perhaps the OFB budget should be built it. Early just yet. MH-L mentioned there was an Edinburgh Sparkles meeting tomorrow night and she will present the outcomes at the next TOG meeting.

10. A.O.C.B

- GBi – DEMA are launching an event tomorrow night, Tuesday 30th March in the Assembly Rooms and he extended an open invitation to all.
- MP has been asked by Dave Anderson to chair a tram mitigation workshop for the Festival. Kick-off meeting last week and ramping up to July. All ideas welcome.

Next meeting Monday 10th May 2010 at Jenners, Princes Street

TRAM OPERATIONS GROUP ACTION PLAN

Action	Actioned by	Date by
1) SB will let GR know once he has triple-checked the status of the lights on Annadale Street	SB	ASAP
2) SB will send out information on the installation of the temporary barriers as each area is finalised.	SB	On-going
3) The phasing does impact on traffic and SB will re-look at that for the West End.	SB	ASAP