
From: Tony Glazebrook
Sent: 06 July 2007 17:32
To: David Crawley
Subject: FW: Road Design Working Group Meetings: Direction and Purpose

From: Alex Joannides[SMTP:ALEX.JOANNIDES@SCOTTWILSON.COM]
Sent: Friday, July 06, 2007 5:29:16 PM
To: Ney, Scott
Cc: Gavin Murray; Andrew Steel; Tony Glazebrook; Shudall, Kate; Chandler, Jason; Reynolds, Steve; Guild, Jim; Dorrington, Kim (Edinburgh Tram)
Subject: RE: Road Design Working Group Meetings: Direction and Purpose
Auto forwarded by a Rule

Thank you for your speedy response Scott.

I would agree with the majority of you statements and I look forward to SDS's chairing and organisation of these meetings.

Kind Regards,
Alex

-----Original Message-----

From: Ney, Scott [mailto:Ney@pbworld.com]
Sent: 06 July 2007 17:05
To: Alex Joannides
Cc: Gavin Murray (E-mail); Andrew Steel; Tony Glazebrook (E-mail); Shudall, Kate; Chandler, Jason; Reynolds, Steve; Guild, Jim; Dorrington, Kim (Edinburgh Tram)
Subject: RE: Road Design Working Group Meetings: Direction and Purpose

Alex -

As Kim is out of the office today, and I am closer to this issue, I will provide an initial response.

SDS appreciates that this meeting has been set up to benefit the designs, however, to this point, we have never been asked to chair these meetings, and will happily do so moving forward. I will note that myself and the other SDMs (or our Assistant) have been leading the specific topics in the meetings, and we also provide the meeting minutes thereafter in a timely fashion for all to discuss. Additionally, we have been working through the minutes at each meeting to come to agreement. There are also several "side meetings" that are scheduled to discuss and resolve issues, as it is not possible to resolve all issues in this forum.

The majority of the issues are within Section 1, and I will continue to take responsibility for them. As such, I attend most of the RDWG meetings (however, it is inevitable that I cannot attend all). However, a suitable delegate attends in my stead during these instances. It is critical that the designers are present and that they take the lead on the technical issues, as they are closest to the details. It is also critical that the appropriate stakeholders are present and that they provide the guidance that is being sought.

Failings in these meeting is not due to appropriate leadership from SDS. I would contend that the complexity of the issues, and the different opinions expressed on topics by each the stakeholders (many times competing opinions) has contributed to this.

SDS designers are committed to pushing the design through and have been producing countless options for design for discussion. As you are aware, there have been several different variations for concept design in several areas provided to SDS. This is also a factor, as we have been required to start over in many instances.

The key to success is that SDS requires guidance from the stakeholders on the concept that is desired to produce the technical design. I am happy to report that it appears most of the issues are resolved or resolutions are being developed through this very instruction being issued by tie at the critical issues meetings.

SDS is now moving forward with the details and will begin organisation and chairing of these meetings moving forward.

SMN

From: Alex Joannides [mailto:Alex.Joannides@scottwilson.com]
Sent: 06 July 2007 16:35
To: Dorrington, Kim (Edinburgh Tram)
Cc: Gavin Murray (E-mail); Andrew Steel; Tony Glazebrook (E-mail); Shudall, Kate; Ney, Scott
Subject: Road Design Working Group Meetings: Direction and Purpose

Dear Ken,

It has been suggested (at a recent progress meeting) that the Roads Design Working Group meeting is not currently being carried out in the most efficient or effective manner. Although these meeting are with out doubt invaluable, I would tend to agree with this view; i.e. the meeting lacks the full sense of purpose and direction it warrants.

CEC/Transdev/TEL/TSS are present to provided a steer and approval method for the designers. The technical expertise and design overview is supplied by the relevant Halcrow team/section leaders, however a more high level overview is required from your side. This can only be achieved by the input or full time presence of a senior SDS representative; particularly at this important stage of the detailed design proceedings.

The Edinburgh Tram Network is an SDS design and as such I believe you should be taking full charge of it and progressing it forward as far as is possible. This is your forum, it has been set out specifically for addressing design and other issues, for your and the benefit of the project on the whole.

We require a high level SDS presence throughout these meetings and to this extent the Chairperson should be a representative from SDS. (Note: It would be wholly inappropriate for this person to be a Halcrow designer.) In addition to the aforementioned, the Chairperson would "move things along" when discussions on certain issues are not progressing or being bottomed out or when deviating too far from the issues in question or the agenda. Also the they would make sure the meeting are well structured and documented, with any actions of previous minutes being followed and approvals be met, along with the closing out of outstanding issues.

I would therefore request that either you or an equivalently qualified member of the SDS team Chair the RDWG meetings, commencing this Thursday (12 July in the Macadam room) and every fortnight thereafter.

Kind Regards,

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