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**From:** Graeme Bissett [graeme.bissett@[REDACTED]]  
**Sent:** 16 February 2006 11:01  
**To:** alastair.richards@[REDACTED]; Sharp DP (Damian)  
**Subject:** FW: TEL Board Papers Feb 2006 - Commercial in Confidence FOISA Exempt  
**Attachments:** TEL Governance 2006 vISSUED.doc

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This email has been received from an external party and  
has been swept for the presence of computer viruses.

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Third attempt, second apology if appropriate.

Regards  
Graeme

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Graeme Bissett

m : [REDACTED]

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

**From:** Graeme Bissett [mailto:graeme.bissett@[REDACTED]]  
**Sent:** 16 February 2006 10:52  
**To:** 'Andrew Burns'; 'Willie Gallagher'; 'David Mackay'; 'Fred Mackintosh'; 'Rebecca Andrew'; Andrew Holmes; 'James Papps'; 'alastair.richards@[REDACTED]'; 'Keith Rimmer'; 'damian.sharp@scotland.gsi.gov.uk'  
**Subject:** FW: TEL Board Papers Feb 2006 - Commercial in Confidence FOISA Exempt

I had a message that this was undelivered, but apologies if it has arrived twice.

Regards  
Graeme

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Graeme Bissett

m : [REDACTED]

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

**From:** Graeme Bissett [mailto:graeme.bissett@[REDACTED]]  
**Sent:** 16 February 2006 10:42  
**To:** 'Clare Norman'; 'andrew.burns@edinburgh.gov.uk'; 'wwcampbell@lothianbuses.co.uk'; 'willie@touchdown-services.co.uk'; 'Michael Howell'; 'david\_mackay@[REDACTED]'; 'fred.mackintosh@edinburgh.gov.uk'; 'rebecca.andrew@edinburgh.gov.uk'; 'Graeme Bissett'; 'Barry Cross'; 'Jim Harries (Transdev)'; 'andrew.holmes@edinburgh.gov.uk'; 'Ian Kendall'; 'Stewart McGarrity'; 'james.papps@partnerships.org.uk'; 'alastair.richards@[REDACTED]'; 'keith.rimmer@edinburgh.gov.uk'; 'damian.sharp@scotland.gsi.gov.uk'  
**Subject:** RE: TEL Board Papers Feb 2006 - Commercial in Confidence FOISA Exempt

Colleagues, the attached paper addresses the governance structure for the tram project, reflecting the key role now played by TEL. The paper has been prepared with the benefit of informal discussions with some, though not all, of the key parties involved. Although the overall direction has consensus support from those canvassed, there are some key areas where views differ and which will require to be debated and resolved.

The existing delegated authority rules (under the TPB structure) are attached to the Tram Progress Report circulated by Clare yesterday. I will update on the tax aspects verbally on Monday.

Regards  
Graeme

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Graeme Bissett

m : [REDACTED]

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

**From:** Clare Norman [<mailto:Clare.Norman@tie.ltd.uk>]

**Sent:** 15 February 2006 19:44

**To:** [andrew.burns@edinburgh.gov.uk](mailto:andrew.burns@edinburgh.gov.uk); [wwcampbell@lothianbuses.co.uk](mailto:wwcampbell@lothianbuses.co.uk); [willie@touchdown-services.co.uk](mailto:willie@touchdown-services.co.uk); Michael Howell; [david\\_mackay@\[REDACTED\]](mailto:david_mackay@[REDACTED]); [fred.mackintosh@edinburgh.gov.uk](mailto:fred.mackintosh@edinburgh.gov.uk); [rebecca.andrew@edinburgh.gov.uk](mailto:rebecca.andrew@edinburgh.gov.uk); Graeme Bissett; Barry Cross; Jim Harries (Transdev); [andrew.holmes@edinburgh.gov.uk](mailto:andrew.holmes@edinburgh.gov.uk); Ian Kendall; Stewart McGarrity; [james.papps@partnerships.org.uk](mailto:james.papps@partnerships.org.uk); [alastair.richards@\[REDACTED\]](mailto:alastair.richards@[REDACTED]) [keith.rimmer@edinburgh.gov.uk](mailto:keith.rimmer@edinburgh.gov.uk); [damian.sharp@scotland.gsi.gov.uk](mailto:damian.sharp@scotland.gsi.gov.uk)

**Subject:** TEL Board Papers Feb 2006 - Commercial in Confidence FOISA Exempt

Dear All

Attached are the electronic copies of the TEL Board Papers from Ian Kendall:

1. Minutes of last month's TPB meeting
2. Tram Progress Report for February 2006
3. Strategic Design Principles
4. Tram Project Board Report
5. Project Definition Statement – Edinburgh Tram (Phase One).

Please note that these are considered **Commercial in Confidence** and therefore FOISA exempt.

Hard copies of the Board Papers will be sent out tomorrow by courier.

Any problems do not hesitate to contact myself on [REDACTED]

Thank you

Clare Norman

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**In case of problems, please call your organisational IT helpdesk**

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