



Tram line 1 &2

Notes on Steering Group Meeting No.1

14:00 7th November 2002

City of Edinburgh Council Business Centre

Attendees

1	Michael Howell	tie
2	Alex Macaulay	tie
3	Andrew Callander	tie
4	Richard Hudson	tie
5	Ken Mcleod	tie
6	David Hand	Mott Macdonald Consortia
7	Andrew Oldfield	Mott Macdonald Consortia
8	Doug Blenkey	Faber Maunsell Consortia
9	Gavin Murray	Faber Maunsell Consortia
10	Christophe Thatcher	Faber Maunsell Consortia
11	John Watt	Grant Thornton
12	Taylor Ferguson	Grant Thornton
13	Cameron Jones	Weber Shandwick
14	Flavia Pigot	Weber Shandwick
15	Richard Wright	Weber Shandwick

Apologies – Norah Farrell - Weber Shandwick

1 Alex Macaulay gave an overview of tie limited

Key elements are;

Tie is 100% owned by the Council

There are seven directors ; four from the private sector including the chairman and three form the council

The key objective of the company is the delivery of integrated transport projects.

The current responsibility are the delivery of;

WEBS

Tramlines 1 & 2

Congestion Charging

The company is also currently exploring a range of other activities;

Liaison & co-ordination with other transport operators

Building consensus with the community

Delivering integrated ticketing

Exploring opportunities for development gain

It was confirmed that at this stage the issue of whether the trams are promoted by tie or the City Council will be subject of legal advice when the legal team of advisors is appointed in the near future.



- 2 The objectives of the steering group were confirmed as those outlined in the paper circulated by Andrew Callander prior to the meeting and covered in the expanded agenda circulated prior to the meeting. These were accepted by the attendees. The principal objective is to achieve as much integration between the two tram lines projects and between the advisors appointed by tie as possible.
- 3 Mott Macdonald gave a presentation on progress on line one to date
- 4 Tie gave a summary of progress to date on WEBS; a design & build contract will be let by the end of the year for the guided section and on street design work is underway. Halcrows the technical advisors will attend future meetings
- 5 Tie agreed to circulate a communications strategy covering the protocols of communicating between the advisors by Friday 15th Nov. tie
- 6 It was agreed that topic based working groups would be set up on an as need basis. Advisors agreed to identify areas where they felt that this was necessary all
- 7 All media contact should be through Weber Shandwick
- 8 At future meetings attendance will be restricted to a maximum of two per company unless agreed otherwise
- 9 The next meeting will be at 14:00 on 5th December. Venue to be confirmed