

TRANSPORT INITIATIVES EDINBURGH LIMITED

Minutes of tie BOARD MEETING

held in the Dunedin Room, City Chambers
Edinburgh on 15th December 2003 @ 10.00hrs –
12.00 hrs

Board Members: Ewan Brown (Chairman)
Jim Brown
Gavin Gemmell
John Richards
Andrew Burns
Bill Cunningham
Maureen Child

In attendance: Michael Howell, **tie** Chief Executive
Graeme Bissett, **tie** Finance Director
Alex Macaulay, **tie** Projects Director
Ian Kendall, **tie** acting Operations Director
Paul Prescott, **tie** Heavy Rail Director
Keith Rimmer, CEC, CDD, Head of Transport
John Burns, CEC, Corporate Finance
Andrew Holmes, CEC, City Development Director
Nigel Allison, CEC, Council Solicitor
Martin Buck, PUK
Jonathan Pryce, Scottish Executive
John Martin, Scottish Executive

Initials

EB
JB
GG
JR
AB
BC
MC

MH
GB
AM
IK
PP
KR
JB
AH
NA
MB
JP
JM

Item

1. MINUTES OF THE MEETING OF 25th NOVEMBER FOR APPROVAL AND SIGNING

The minutes were approved

2. MATTERS ARISING FROM MINUTES OF THE MEETING OF 25th NOVEMBER

Item 3 – Chief Executive Report:
amend “An productive awayday” to A productive awayday”.

Item 3 – Risk Report:
delete “The risk report is attached”.

Item 4 – Financial Matters:
Joint venture with EDI – no progress within CEC, GB to follow up

GB

Action

3. CHIEF EXECUTIVE'S REPORT

Tram Funding

The Tram programme is on track and issues relating to the Bill submissions and Tram Funding have been thoroughly aired. It is recognised that additional funding will have to be sourced to complete the two lines.

MH

Congestion Charging

Two main areas of public concern remain with the outer cordon, and both flow from the decision to exempt Edinburgh residents who live beyond it. There are further major concerns from city centre retailers and city centre residents who also believe in some form of exemption from the full day city centre congestion charge. **tie** believe that a constructive dialogue with the retailers is essential and have requested additional resource within the business plan for next year.

MH

Managing the public interface

EB expressed his concerns regarding the lack of progress in the re-creation of the City Centre Partnership. MH reported that although slow, some actions have been taken and suggested that there should be cross board representation between **tie** and the City Centre Management Company, in addition to that of Andrew Burns, to speed things along and create a sense of common purpose. A breakfast meeting held on 2nd December was successful in bringing the experience of London and Nottingham to a wider audience and highlighting the requirement for **tie**/CEC to engage in pro-active discussion with stakeholders. MH suggested that 4 **tie** people would be required to fulfil this need.

MH

Heavy Rail

The development of **tie**'s Heavy Rail was discussed and it was agreed that **tie** should present its credentials to Clackmannanshire as project manager for the Stirling-Alloa-Kinross link. A report back to the Board would follow this meeting.

PP

Risk Report

The monthly Risk Report was tabled for comment.

WEBS

MH noted that there was still a problem about whether the Lothian single deck bus fleet could be adapted to run on the WEBS guideway.

4. FINANCIAL MATTERS

Action

Financial Report

The November Financial Report was presented. There were no material changes from the October Report

tie Business Plan

GB presented a draft of the **tie** Business Plan for comment

GB provided a summary report for discussion which demonstrated the comparisons between the 2003 Business Plan and the proposal for 2004.

Various workstreams undertaken in 2003 were not fully costed in the 2003 business plan and this would need to be remedied in the 2004 business plan.

It was noted that finalisation of the Plan would happen in late January / early February to accommodate decisions which may emerge from the Full Council meeting on 22nd January which will consider the future of Congestion Charging.

GB

Section 7 of the plan detailed the revised people numbers required to meet the workstreams set out in section 5. The rationale was fully described in the Plan.

Joint venture with EDI

GB reported continuing delay from within CEC departments, especially legal and was requested to progress aggressively the matters required to establish the JV

GB

5. EARL

PP presented the results of the evaluation of the 5 tenders received. The three lowest tenders had been interviewed with Scott Wilson Railways and Atkins emerging as the front runners. PP advised that Scott Wilson were the preferred selection for the commission due to cost and their experience of similar projects. This was accepted by the Board. EB suggested, and it was agreed, that a presentation by Scott Wilson should be made to the Board in March.

PP

6. TRAMS

Statutory Process Progress Report

All documentation on the programme had been completed and submitted to the City Council and the Scottish Executive in preparation for depositing the document as planned, with the Private Bill Unit of the parliament on 23 December 2003.

AB expressed his gratitude to all involved in their efforts and achievements during 2003 echoed by the Board.

DPOF Procurement

Interviews with all bidders were held on 4th & 5th December and AM presented the evaluation results. The two successful bidders recommended to go forward to CARP are Transdev and First. The recommendation was approved by the board. It was agreed that the two preferred bidders would make presentations to the Board on 16th February.

Business Case status

The tram business case was covered under item 4.

7. ITI/CC

Progress Report on Consultation and Market Research

JS provided details on responses received by 10/12/03. A special meeting of board members to prepare for a report to AH which is due by 15th January 2004 was arranged for 22nd December.

It was agreed that EB and GG would meet with Donald Anderson on 17th December 2003 to emphasise the critical importance to the integrity of the ITI programme of the Council leadership maintaining a robust position on double cordon congestion charging

8. AOB

tie Property/Relocation

On hold until tie Business Plan approved.

9. DATE OF NEXT MEETING

The next **tie** board meeting is scheduled for Tuesday, 27th January 2004