

---

**From:** Tony Glazebrook  
**Sent:** 19 July 2007 12:33  
**To:** Andy Conway  
**Cc:** Ruaridh Connor; Gavin Murray; Trudi Craggs; Roger Jones (Transdev); Alex Joannides - TSS; chandlerj@pbworld.com; Alastair Richards - TEL; David Crawley  
**Subject:** RE: Design Review Meeting

Andy,

They are my notes, not formal minutes as such. We are where we are and have to move forward together. We have to find a way of progressively accepting design or ETN won't happen.

An action is on SDS to find a way of supplying the maximum amount of design assurance with each package to be supplied (i.e. all the prior approval stuff and all the technical approvals too). That will avoid the risk of pointless review and an unnecessary amount of possibly redundant comments being returned to SDS on each submission. It will also ease the task of final approval of each of the 18 big packages.

All the best,

Tony

---

**From:** Andy Conway [<mailto:Andy.Conway@edinburgh.gov.uk>]  
**Sent:** 19 July 2007 10:19  
**To:** Ruaridh Connor; Tony Glazebrook; Gavin Murray; Trudi Craggs; Roger Jones (Transdev); Alex Joannides - TSS; [chandlerj@pbworld.com](mailto:chandlerj@pbworld.com); Alastair Richards - TEL  
**Subject:** RE: Design Review Meeting

Ruaridh,

The minutes don't reflect the Council's main point - we were promised that the new design submission packages would include all relevant info...in fact, the words used by SDS were that we would receive 'everything', plus a design assurance statement. This is not now the case, and I really don't see how CEC will be able to approve an incomplete design, particularly when you consider the impact of the stage 2 Road Safety Audit.

I'm also unclear how SDS can assure the design, knowing that it is incomplete.

Can you get the minutes altered please. Thanks.

Regards

Andy Conway

Tram Co-ordinator / City of Edinburgh Council  
Level 1 / Citypoint / 65 Haymarket Terrace / Edinburgh / EH12 5HD  
Citypoint (tie): [REDACTED]  
[andy.conway@edinburgh.gov.uk](mailto:andy.conway@edinburgh.gov.uk)

---

**From:** Ruaridh Connor [<mailto:Ruaridh.Connor@tie.ltd.uk>]  
**Sent:** Thu 19/07/2007 09:59  
**To:** Tony Glazebrook; Gavin Murray; Trudi Craggs; Roger Jones (Transdev); Alex Joannides - TSS; Andy Conway; [chandlerj@pbworld.com](mailto:chandlerj@pbworld.com); Alastair Richards - TEL  
**Subject:** Design Review Meeting

Please find attached the minutes for the above meeting from the 18<sup>th</sup> July.

Ruaridh Connor - Project Administrator  
tie limited - Citypoint, 65 Haymarket Terrace, Edinburgh, EH12 5HD  
direct dial - +44 (0) [REDACTED] mail - [ruaridh.connor@tie.ltd.uk](mailto:ruaridh.connor@tie.ltd.uk)

CEC01675773\_0001

.....

\*\*\*\*\*

This email and files transmitted with it are confidential and are intended for the sole use of the individual or organisation to whom they are addressed.

If you have received this eMail in error please notify the sender immediately and delete it without using, copying, storing, forwarding or disclosing its contents to any other person.

The Council has endeavoured to scan this eMail message and attachments for computer viruses and will not be liable for any losses incurred by the recipient.

\*\*\*\*\*

.....  
The information transmitted is intended only for the person to whom it is addressed and may contain confidential and/or privileged material. If you are not the intended recipient of this e-mail please notify the sender immediately at the email address above, and then delete it.

E-mails sent to and by our staff are monitored for operational and lawful business purposes including assessing compliance with our company rules and system performance. TIE reserves the right to monitor emails sent to or from addresses under its control.

No liability is accepted for any harm that may be caused to your systems or data by this e-mail. It is the recipient's responsibility to scan this e-mail and any attachments for computer viruses.

Senders and recipients of e-mail should be aware that under Scottish Freedom of Information legislation and the Data Protection legislation these contents may have to be disclosed to third parties in response to a request.

tie Limited registered in Scotland No. SC230949. Registered office - City Chambers, High Street, Edinburgh, EH1 1YT.

.....