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**From:** Tony Glazebrook  
**Sent:** 20 July 2007 12:38  
**To:** Roger Jones (Transdev)  
**Cc:** Andy Steel - TSS; Jim Harries (Transdev); Alastair Richards - TEL; Gavin Murray  
**Subject:** RE: Design Review Meeting Minutes 18 July 2007

Hi Roger,

It was I who made the notes. Thanks for your points - we'll pick them up at the follow-on meeting next week.

Tony

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**From:** Roger Jones [mailto:Roger.Jones@transdevplc.co.uk]  
**Sent:** 19 July 2007 18:08  
**To:** Gavin Murray; Tony Glazebrook  
**Cc:** Andy Steel - TSS; Jim Harries (Transdev); Alastair Richards - TEL  
**Subject:** RE: Design Review Meeting Minutes 18 July 2007

Gents,

Not sure who drafted the notes. A few immediate comments:

- The 63 batched sub-sub sections relate to submissions for Prior Approval.
- SDS are to provide an equivalent printed programme extract for "technical" submissions.
- There will be three programmes issues by SDS today; the Prior Approval (63) programme; the technical approval (63+) programme; and the final batching schedule of dates (18). I am unclear whether they agreed to also issue a variant of the "18" schedule that brings dates earlier again by omitting key structures for the relevant sub-section packages.
- As an aside, I would expect the technical submissions to significantly exceed 63. Prior Approvals only apply to certain aspects of the design. There is a lot more to be covered, along the route, as standard details, and as systemwide aspects (mostly E&M).
- SDS to provide all the programme extracts in soft copy
- Under 11, I count 5(!). (c) is Ocean Drive bridges I think; is the Ocean Terminal (and Lindsay Road-Newhaven) layout revision one of this category of issues?
- The light blue line specifically refers to the informal consultation (with CEC planning)/design development period in respect of submissions for Prior Approval. I believe Jason indicated the technical submissions will be indicated differently, with two periods for design revision.
- Noted that technical reviews to be done by tie/TSS, CEC, TEL and Transdev in parallel.
- Noted that we do not have a process in place for dealing with the technical submissions. Suggested need to rationalise amount of review, to avoid duplication (e.g. where CEC will review roads, finishes in detail, or structures have their own internal check process) and focus on the areas which, from experience, carry risk to the project. Often these relate to the application design of the tramway itself and to standard details.
- SDS expressed concern that they felt the "resolved" status of the "critical issues" may be questioned again in the future. I would comment that my understanding of the "resolution" is that it gives SDS a way forward, but doesn't guarantee an acceptable result. That remains with the SDS design.
- Concern was expressed by AR in particular that the hold-up of whole sections by relatively trivial or localised issues (Example of Haymarket and crew relief point) didn't seem logical or acceptable.

Regards,



Roger Jones  
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**From:** Linda Melville [mailto:Linda.Melville@tie.ltd.uk]  
**Sent:** 19 July 2007 09:57  
**To:** Tony Glazebrook; Gavin Murray; Trudi Craggs; Roger Jones; Alex Joannides - TSS; Andy Conway; Alastair Richards - TEL  
**Subject:** Design Review Meeting Minutes 18 July 2007

Dear all

Please find attached minutes

Kind regards

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