



Transport Edinburgh

Edinburgh Trams

Lothian Buses

Tram Project Board Report on Period 01 Papers for meeting 5th May 2010

09:30am – 12:00pm

Distribution:

Members and attendees

David Mackay (Chair)
Marshall Poulton
Bill Campbell
Steven Bell
Kenneth Hogg
Cllr Ian Perry
Ian Craig

Cllr Phil Wheeler
Stewart McGarrity
Cllr Allan Jackson
Cllr Gordon Mackenzie
Brian Cox
Peter Strachan
Mandy Haeburn-Little

Donald McGougan
Richard Jeffrey
Dave Anderson
Graeme Bissett
Alastair Richards
Neil Scales
Alasdair Sim (Secretary)

In addition – for information only

Cllr Maggie Chapman
Andy Conway
Norman Strachan
Iain Coupar

Cllr Tom Buchanan
Frank McFadden
Alan Coyle
Gregor Roberts

Dennis Murray
Ailie Wilson
Susan Clark
Gill Lindsay

TRAM PROJECT BOARD

Transport Edinburgh

Edinburgh Trams

Lothian Buses

FOISA exempt
 Yes
 No

Contents	Page
Agenda Tram Project Board	4
Tram Project Board Minutes 14/04/10	5
Project Directors' Report	12
Papers for Consideration Period 01 2010/11	22
Primary Risk Register	25
Period 01 Transport Scotland Report Sections 2-7	28

Agenda Tram Project Board
Brunel Suite – Citypoint, 2nd Floor
5th May 2010 – 09.30am to 12.00pm

Attendees:

David Mackay (Chair)	Cllr Phil Wheeler	Donald McGougan
Bill Campbell	Richard Jeffrey	Ian Craig
Steven Bell	Stewart McGarrity	Graeme Bissett
Kenneth Hogg	Cllr Allan Jackson	Alastair Richards
Cllr Ian Perry	Cllr Gordon Mackenzie	Neil Scales
Marshall Poulton	Brian Cox	Mandy Haeburn-Little
	Dave Anderson	Susan Clark
		Alasdair Sim (Minutes)

Apologies:

- 1 Review of Previous Minutes and Matters Arising
- 2 5 Key Business Priorities (Richard Jeffrey)
 - 2.1 Building the Tram (Steven Bell)
 - Project Director Progress Report Period 01
 - Change Requests & Risk Drawdown
 - 2.2 Preparing for Operations (Alastair Richards)
 - 2.3 Building the Brand (Mandy Haeburn-Little)
 - 2.4 Building the Team (Richard Jeffrey)
 - 2.5 Preparing for the Future (Richard Jeffrey)
- 3 Governance (Graeme Bissett)
- 4 Date of next meeting – 2 June 2010
- 5 AOB

Edinburgh Tram Network Minutes

STRICTLY PRIVATE AND CONFIDENTIAL

Tram Project Board

14th April 2010 (09:30 to 12:45)

tie offices – Citypoint II, Brunel Suite

Members in Attendance:			
David Mackay	DJM	Bill Campbell	WWC
Richard Jeffrey	RJ		
Cllr Gordon McKenzie	GMcK		
In Attendance:			
Steven Bell	SB	Andy Conway	ACon
Stewart McGarrity	SMcG	Cllr Phil Wheeler	PW
Peter Strachan (teleconference)	PS	Cllr Allan Jackson	AJ
Brian Cox	BC	Mandy Haeburn-Little	MHL
Marshall Poulton	MP	Susan Clark	SC
Alan Coyle	AC	Bob Cummins (part time)	BobC
		Alasdair Sim (minutes)	AS

Apologies:

Dave Anderson, Donald McGougan, Neil Scales, Graeme Bissett, Alastair Richards, Kenneth Hogg, Cllr Ian Perry, Ian Craig.

1.0	Introduction, Review of Previous Minutes and Matters Arising	
1.1	DJM welcomed the participants to the meeting and noted the apologies. He welcomed AC in the capacity of representing Tram Project Board Member DMcG.	
1.2	DJM asked the TPB to declare and confirm any conflicts of interest; there being none, he went on to re-emphasise the requirement for absolute commercial confidentiality in relation to the subject matters to be discussed at this Board meeting.	
1.3	The minutes from the TPB from of 10th March 2010 were taken as read and accepted as a true record.	
2.0	Chief Executive's Overview	
2.1	RJ presented an overview of the meeting agenda, noting that the Edinburgh Trams team have initiated the strategy as approved at the previous TBP meeting, and in this regard the discussions and presentations would focus on the following areas: <ul style="list-style-type: none"> ▪ Utilities Update ▪ Commercial Matters ▪ Building the Tram Update ▪ Preparing for Operations Update 	

	<ul style="list-style-type: none"> ▪ Building the Brand Update 	
3.0	Utilities Update	
3.1	<p>SB reported that progress on concluding the utilities diversion works has been steady in the period, noting that Clancy Docwra are expected to complete their scope in Haymarket and at Lindsay Road by the end of April. Farrans works in Leith Docks are expected to be completed in mid May.</p> <p>SB went on to reinforce the definitions relating to utilities works, noting that there are two elements to be aware of, these being;</p> <ul style="list-style-type: none"> ▪ Scheduled Utilities Construction Completion– this incorporates completion of civil engineering works and utility asset replacement such as ducting, chambers, replacement pipes & valves etc. When completed, this allows significant access to be returned to the City and stakeholders, and; ▪ Statutory Utility Works Remaining (e.g. BT) – this including cabling, testing and commissioning of utility apparatus including necessary outages with customers to complete the commissioning of the new assets, and incorporates local traffic & pedestrian management only. <p>The distinction between these activities needs to be reinforced in the communications with the media and external stakeholders.</p> <p>SB then presented an overview programme for completion of the remaining utilities related works. Key points to note were:</p> <ul style="list-style-type: none"> ▪ The Original estimated work scope ~ 27000m of utility diversions. ▪ Current volume complete ~ 46000m (170% of original scope) ▪ 94% of revised expected scope has been completed ▪ Expected final volume ~ 49000m of diversions (181% of original scope) <p>BC noted that in the final analysis, the City will have benefitted from a lower cost per metre rate for the tram related utilities diversions than originally forecast.</p> <p>SB will provide an update on SUC betterment at the June Board meeting, and quarterly thereafter.</p> <p>SMG reported that the final cost outturn for the utilities works is expected to fall within the current AFC forecast ranges and in line with the figures previously reported to the Board. The project team are currently undertaking detailed discussions with Carillion and it is expected that a delay and disruption claim will be formally lodged by Carillion. The (expected) entitlements for delay and disruption have been assessed both internally by tie and also by independent external resource and tie have a strong case and a good confidence level regarding the final account.</p> <p>It was reported that Farrans and Clancy Docwra are retained on standard form NEC contracts and no concerns on final outturn have been raised at this stage.</p>	SB
4.0	Commercial Matters	
4.1	<p><u>Progress since 10 March TPB</u></p> <p>RJ reminded the Board of the key issues:</p> <ul style="list-style-type: none"> ▪ No/slow progress in areas where there are disputes (clause 80/65/34 issues) – Change, Compensation & Instructions ▪ What is or is not include in the price (schedule part 4/BDDI-IFC issue) ▪ No agreed programme ▪ No agreement for working on-street 	

	<p>▪ No positive change in behaviour – in fact, becoming more entrenched He confirmed following the instruction from the 10 March 2010 TPB, that tie has continued to pursue its rights under the existing contract and has sought to reach acceptable resolution on the principal areas of disagreement. tie has written to BSC setting out our position regarding the key areas of dispute (as reported to the 10/3 TPB following the meeting between DJM and BB AG Board Director K Reid). No response to this correspondence has been received from BSC.</p> <p>SC presented a progress report to the Board on each of the contractual areas in which tie are currently engaged. SC noted that tie wrote to BSC on 19 March instructing them under Clause 80.13 to commence works on all areas which BSC deemed to be ‘held up’ by an outstanding change. A holding response from BSC was received on 1 April, and a re-confirmation of the instruction to commence works was issued by tie on 2 April. We await further action from BSC on this matter and will be following this up within the next few business days. An update to be provided at the next TPB.</p> <p>tie agreed at a Senior level meeting with BSC on 25 March 2010 to draft a scoping document for on-street works to BSC for comment – this was issued on 2 April 2010. No response has been received, but this matter will be discussed again at a meeting scheduled for 14 April 2010. An update to be provided at the next TPB.</p> <p>A number of other areas were discussed, with full participation from the Board members present, these were:</p> <ul style="list-style-type: none"> ▪ MUDFA Rev 8 and agreement on a new programme, independent external input has been sought on these issues. ▪ Clause 104 Audits. ▪ Prelims. ▪ Resolution on outstanding changes for the sections between the Airport and Edinburgh Park – of the 33 changes identified, 5 are closed; 24 lie with BSC for action, one with tie and 3 require joint attention. Work is ongoing to close these out. ▪ Collaborative working – to be subject of further discussions at the meeting of 14 April 2010. An update to be provided at the next TPB. <p>A key point and supported by the Board, was that any future agreements reached in regard to these outstanding commercial matters would require to be binding on both parties. It was noted that BSC appear to be reluctant to accept this proviso at this stage.</p> <p>RJ summarised the next steps in terms of activities, governance and timescale. A full and participative discussion followed, and it was agreed that the current engagement within the available contractual mechanisms should continue, in parallel with the strategy presented by the Executive Team. A full report back to the Board/CEC will be made at the end of May 2010. This was endorsed by the Board and the instruction was issued for RJ to proceed on this basis.</p>	<p>SB</p> <p>SB</p> <p>SB</p>
4.2	<p><u>Change Register Update</u> SB confirmed the current change register status to the Board, noting that more than 260 estimates are outstanding from BSC, 100 estimates have been received but not agreed and 137 Change Orders have been issued at the time</p>	

	<p>of writing. Value for money is a key consideration and it was reported that when comparing the value of agreed changes against the original BSC submissions, overall around a 50% reduction in cost has been achieved to date.</p>	
4.3	<p><u>DRP Update</u> SB summarised the position:</p> <ul style="list-style-type: none"> ▪ 14 items put into DRP to date ▪ 11 referred by tie, 3 by BSC ▪ 2 resolved by negotiation ▪ 3 resolved through Mediation – Princes St, Prelims % and EOT1 ▪ 4 decisions made by Adjudication ▪ 2 awaiting referral to adjudication by BSC – MUDFA Rev 8 and Depot Access Bridge ▪ 1 awaiting referral to adjudication by tie – Baird Drive Retaining Wall ▪ Section 7 Drainage and Tower Place Bridge in adjudication and expect decisions by 6/05/10 & 23/05/10 respectively. <p>AC confirmed that additional detail (within what is contractually appropriate) on the DRP adjudication determinations will be contained within the Council paper on Tram due for submission on 27 May 2010.</p>	
4.4	<p><u>Media and Communications</u> MHL highlighted the fact that media attention is intensifying with each passing day. There is an external perception that little is being done to resolve matters with the contractor, but in the context of the ongoing commercial and contractual negotiations, there is very little that can be placed in the public domain without a significant (and potentially negative) impact on these commercial positions. Council Leadership, Ministerial and Transport Scotland briefings continue to take place. MHL went on to outline the strategy to manage media and stakeholder expectations through this period.</p>	
5.0	Building the Tram	
5.1	<p><u>HSQE</u> BobC reported that there have been no reportable accidents during Period 13. The rolling 13 period AFR is 0.06 well below the target of 0.24 for the project. BSC are reporting Zero AFR, as are Clancy and Farrans. The frequency for Service Strikes has decreased for the Period and for the 13 period rolling. It stands at 6.36 against a target of 10 strikes per 10,000hrs worked. It was very positive to note that Edinburgh Trams have been awarded the RoSPA Gold Award for Occupational Health and Safety. Gold Award winners have achieved a very high level of performance, demonstrating well developed occupational health and safety management systems and culture, outstanding control of risk and very low levels of error, harm and loss. The work to put the systems in place to secure this was commended by the Board. Four metrics inspections were carried out during Period 13 – Gogarburn Bridge, Depot, Haymarket Viaduct Carrick Knowe. It was noted that all areas inspected received 100% for the Inspection and Test Plan System bringing the overall period average up to 94%. Improvements in BSC’s reporting of Design Variation/Change from 72% to 74% were noted. Whilst it is positive to note</p>	

	<p>evidence of improvement from BSC in Delivering a Safe Tram, there is still significant work to be done particularly in relation to inter disciplinary checks. Following a request from GMcK a glossary of abbreviations and construction/contact terminology is to be compiled and issued to the TPB.</p>	<p>BobC</p>
<p>5.2</p>	<p><u>INFRACO</u> SB reported that progress in the Period for INFRACO works reflects a total cumulative completion of 16.1%, an increase of 1.8% against a plan of 4.4%, still significantly slower than required. SB updated the Board on various off-street works that have progressed in the Period. AS updated the Board on emerging proposals to review the existing City Centre traffic management arrangements noting that there is currently more than 3000m of MASS Barrier (on hire) and several hundred signs deployed across the City accommodating both local and strategic Traffic & Pedestrian Management measures and diversion routes. With utilities diversions approaching completion (Period 1 in Haymarket; Period 2 in York Place), and given that BSC works on-street are unlikely to commence imminently due to their failure to meet certain contractual obligations; then steps are being investigated to return the City to normality in the short term (within what is practicable). In this regard, alternative kerbing and temporary guardrail systems being considered. The Board will be updated as matters progress.</p>	
<p>5.3</p>	<p><u>Change Requests and Risk Drawdown</u> SB referred the Board to the papers, noting that to the end of Period 12, £29.2m had been drawn down from the original risk allowance of £30.3m at Financial Close. In Period 13, an additional £7,167,077 has been drawn down with these 15 changes reported in the TPB papers. The delegated authority from TEL to the TPB is in place, authorising the use of the £545m funding envelope. This was confirmed by those TEL Board Members present. Board approval was sought to increase the project budget to £530m. This additional funding of £17,982,993 would be added to the Project Risk Allowance. This was approved by the TPB. The Board noted two additional papers noting the Change Order of £3.2m to BSC resulting from the postponement of Phase 1b; and confirmation on the Change Order for Extension of Time 1 agreed in mediation at £3.524m (for 7.6 weeks). This change was agreed in respect of the design programme notified departure from V26 to V31. These had been previously approved by the TPB. SB presented a paper to the Board relating to the requirement to separately procure utilities diversion works at Baltic Street, this arising from complications related to traffic management arrangements, underground congestion and a change in track alignment at Constitution Street/Ocean Drive. The Board granted authority to commence a competitive tender process for these works, with further Board approval to be attained prior to award.</p>	
<p>5.4</p>	<p><u>Spend to Date</u> SMcG updated the Board on the spend to date reporting that outturn costs for 2009/10 are below the forecast budget for the financial year, due primarily to slow progress on Infraco works. However, they were in line with updated forecasts provided in January 2010 to Transport Scotland. Forecast costs for 2010/11 have been submitted to Transport Scotland (TS)</p>	

	<p>and these are subject to a high degree of uncertainty given the absence of an agreed programme with BSC.</p> <p>CEC and TS officers are provided with detailed and regular briefings on the status of cost estimates and profile of expenditure.</p> <p>It was confirmed that the total budget for the tram project includes the significant up-front costs as part of the promotion of the scheme which included the preparation, submission and confirmation of the Tram Acts, preliminary design and detailed design, business case preparation as well as the current tram vehicle manufacture and infrastructure costs.</p>	
5.5	<p>Tram Traffic Regulation Order</p> <p>AS reported that TRO1 was put to Public Deposit on 22 February 2010 and that the 28 day public consultation was completed on 22 March 2010.</p> <p>There have been 426 objections received, of these:</p> <ul style="list-style-type: none"> ▪ 250 no. relate to a banned right turn into Blenheim Place (59%); ▪ 146 no. relate to the anticipated increases in traffic flow on West End streets as a consequence of the Tram TRO (34%); ▪ The remainder (30 no.) relating to various specific kerbside measures proposed as part of TRO1 (7%). <p>A detailed report relating to these objections is being prepared, and this document is scheduled for submission to Council for consideration in July 2010.</p> <p>The CEC team assisting with this work and consultation were thanked for their effective input by the Board.</p>	
6.0	Preparing for Operations	
6.1	<p>RJ reported on the Preparing for Operations workstream noting that;</p> <ul style="list-style-type: none"> ▪ 23 trams are now completed or in production with trams 8, 9, 10 and 11 in finishing area. The 7th tram is about to start and the 6th tram is undergoing factory acceptance test; ▪ The 3rd, 4th and 5th trams completed factory acceptance test ready for delivery; ▪ The 2nd tram is at test track in Wildenrath undergoing final ride quality tests; ▪ Tram No. 1 is planned to be delivered from Wildenrath to Edinburgh at the end of April 2010, with the tram to be put on public display at the Princes Street Tramstop until September 2010. ▪ The ICP and HMRI (ORR) have raised no objection and have provided a letter of comfort for tram vehicle. <p>RJ further updated the Board on the progress of the BROR Sub-Committee, and reported that the procurement process on the revenue collection system is underway and on schedule.</p>	
7.0	Building the Brand	
7.1	<p>MHL updated the Board on the work being undertaken by the Route Branding and Infrastructure Group, which includes representation from Edinburgh Trams, CEC (Transport, Planning, Economic Development & the CEC Design Manager), DEMA, Inspiring Capital and Festivals Edinburgh. A number of signage and branding proposals were presented covering several key locations on the route. MHL reported that an initiative is being considered for a</p>	

	competition for young architects to devise gateway concept proposals for the West End which would be in place between June and December 2010. It was further noted that two trams will be made available to the City for specific interchangeable branding purposes, and some possible livery combinations were presented.	
8.0	Building The Team	
8.1	No updates were reported to the Board.	
9.0	Preparing for the Future	
7.1	No updates were reported to the Board.	
10.0	Governance	
8.1	No updates were reported to the Board.	
11.0	AOB	
11.1	It was noted that the TEL Business Plan is a commercial document, and as such should be considered FOISA exempt. This was agreed by those TEL Board Members present.	
12.0	Date of Next Meeting	
12.1	The meeting closed at 12:35 and DJM thanked the Board for their participation, confirming that the date of the next meeting will be Wednesday 5th May 2010 commencing at 09:30hrs .	
12.2	The meeting closed at 12:45.	

Prepared by Alasdair Sim on 15th April 2010

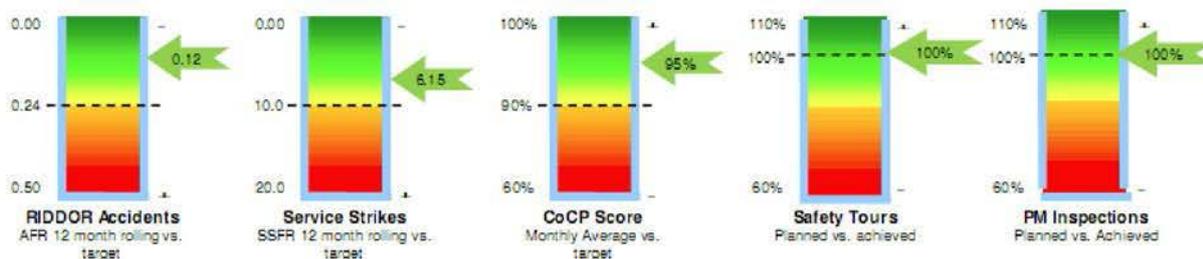
Building The Tram Project Director Report

Period 01 [10/11]

HSQE – Period 01

Deliver a Tram Safety

HS&E ACCIDENTS and INCIDENTS SUMMARY											
Total	Total Hours	>3 day	Major	Injury	NM/Unsafe Condition	Service Damage	ENV	RTA	MOP	AFR	SFR
Period	106,131	0	1	3	21	4	0	1	4	0.94	3.77
13 period rolling	1,643,014	1	1	31	216	101	20	8	54	0.12	6.15



There has been 1 reportable accident during Period 1 where an incident on the Guided Busway. The rolling 13 period AFR is 0.12 well below the target of 0.24 for the project. Clancy and Farrans are still reporting Zero AFR.

Guided Busway Incident – A Machine Controller (Banksman) was standing in-between an excavator and a trailer/wagon mounted upon the new tram tracks. The operative was assisting the coupling of the excavator with the trailer. The Excavator was lifting the tow bar with a grab; the tow bar slipped from the grab, the grab moved and crushed the operative’s leg between the trailer and the grab and the operative also fell over. The injuries suffered were bruising to the leg and a hairline fracture to the 4th lumbar vertebrae. BSC have undertaken an investigation and **tie** are in the process of reviewing this. The techniques used at the time of the injury occurring have been altered as a result of the initial investigation.

The frequency for Service Strikes for MUD contractors has increased from the previous Period, however the 13 period rolling SFR is still decreasing and is 6.15 against a target of 10.0 strikes per 10,000hrs worked.

tie has carried out a Health and Safety audit on BSC compliance with the approved Network Rail Construction Phase Plan. 4 Major findings were agreed and BSC are in the process of closing out these findings. The majority of the findings focused on the way the relevant information was cascaded down throughout the consortium and its sub-contractors, though NR concerns remain regarding BSC’s works under the Siemens Principal Contractor’s Licence. The report once completed will be copied to Network Rail.

tie joint inspections have been slow to progress during this period; holidays have effected some inspection dates but all inspections should be carried out by end of period. The dates of the **tie**/BSC Senior Management joint safety tours have been agreed and are due to commence week 4 of this period.

tie Ltd, Edinburgh Trams have been awarded the RoSPA Gold Award for Occupational Health and Safety. Gold Award winners have achieved a very high level of performance, demonstrating well developed occupational health and safety management systems and culture, outstanding control of risk and very low levels of error, harm and loss.

BSC Environmental Management Plan Revision 4 was reviewed and commented on. The status remains Level B as the Construction Site Drainage Plan supplied by BSC does not meet requirements.

BSC (Mckean) carried out works in the environs of a Scheduled Ancient Monument (SAM) at Section 1A without full permission from Historic Scotland with regard to the works that were carried out. Works stopped until license was fully in place. Full license now in place and acceptable for the works to be carried out. Environmental incident recorded as a result of BSC removing boom from the Water of Leith allowing debris to enter the Forth Ports area, the area was cleared and BSC were advised of the severity of this incident.

Deliver a Safe Tram (Quality)

Section	Activity	Data Checked					
		IDC	Hazards	ITP's	Design Variation / Change	As Built's	Asset Register
Guided Busway	Trackform/Structural Concrete	0.5	On Hold	0.5	1	0.5	N/A
Edinburgh Park Bridge	Trackform /Earth Works	0.5	On Hold	1	1	1	N/A
Carrick Knowe	Earthing & Bonding	0.5	On Hold	1	1	0.5	N/A
PD	Total (y)	1.5	0	2.5	3	2	0
	Max Possible Total (y)	3	0	3	3	3	0
Total	Percentage P13	34%	69%	94%	74%	71%	50%
	Percentage P1	36%	69%	93%	77%	71%	50%

Key - Y = Evidence exists (1) N = No evidence exists (0) NA = Not applicable (-) P = Part evidence in place (0.5)

Three inspections carried out since last period report – Guided Busway, Edinburgh Park Bridge and Haymarket to Russell Road. J Ritchie attended the Project Safety Certification Committee meeting on the 14th April 2010 and provided an update to the committee on the Deliver a Safe Tram strategy and recent audits.

Although Siemens have been progressing for the last month with the Building Fixings for OLE the Inspection and Test Plan for has only recently been formally issued by BSC to tie, week 4, period 1; this will now be reviewed.

Informal audit carried out on the current Princes Street documentation on the 7th April 2010. Although documentation not fully complete, it is currently progressing in a satisfactory manner. Interim as built drawings currently in place. Only civil work records up to the 29th November 2009 were provided for review.

Audit TSA/09/04 “Operator Safety Management System” which was scheduled to take place on the 29th March 2010 was cancelled; to be rescheduled and TEL formally advised. TQA/BSC/02/2010 Carrick Knowe ITP audit carried out 13th April 2010. No major issues identified.

An internal tie meeting was held to discuss a method for putting Princes Street through the tie Safety Verification Scheme. Further information will be available P2.

Code of Construction Practice Period 1

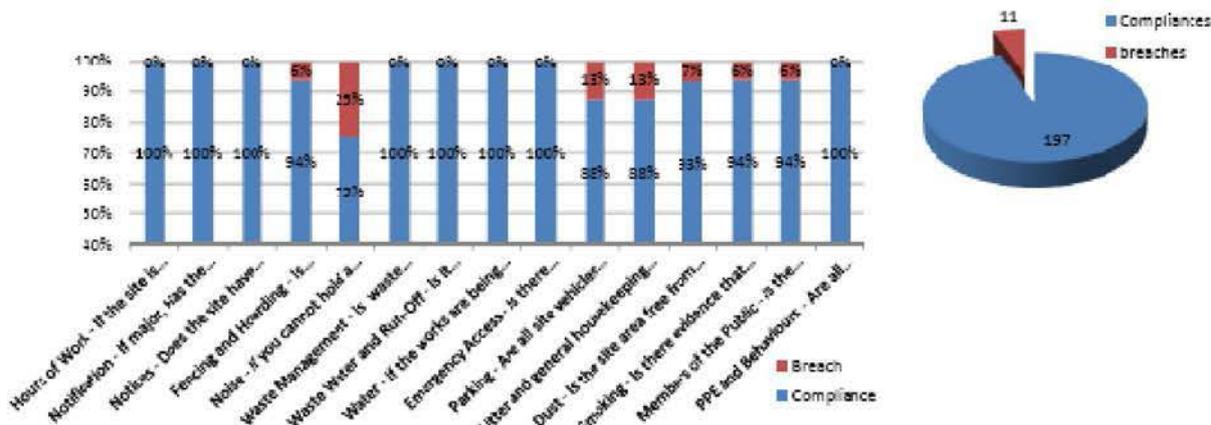
Compliance has improved over period 92% to 95% for Period 1

There has been an improvement in compliance with the following areas –

- Hours of work
- Notifications
- Notices – this is the first period that has shown 100% for the display of Tram signs
- Control of works near water

There has been a significant decrease in compliance in the noise related COCP requirements.

Period 1 COCP Statistics



tie supervisors will target noisy activities and challenge the contractors to determine what noise control measures are in place.

Progress

The cost, programme and risk information in Period 1 report continues to be based upon an unapproved forecast on the information reported in May 2009. This will be updated once agreement is reached with BSC on a new revised programme.

Overall progress remains behind the master programme, primarily due to:

- Finalisation of the agreement of change delaying the commencement of work;
- Incomplete utility diversions in the On-Street sections caused in part by traffic management constraints ;
- Slow mobilisation of INFRACO, including lack of formal sub-contracts being in place;
- Content i.e. Work Package Plans, Method Statements etc;
- Requirement for re-design of temporary works;
- Design slippage since novation of design to INFRACO (now recorded in v56 of the design programme);
- BSC refusal to act on instructions for compensation events
- Design changes as a result of the Prior and Technical Approvals process; and
- Consortium integrated design programme and validation.

The **tie** live programme currently predicts an Open for Revenue Service date in mid February 2013. This has suffered only minimal slippage since period 13.

There has been no further Infraco works on-street other than limited progress as those structures at Lindsay Road and Tower Place bridge due to a lack of agreement on programme going forward, suitable sub-contractor arrangements and completion of final design assurance checks by BSC. Utility Diversions continue at Haymarket, York Place and Newhaven and these will be completed early in Period 2.

Dispute Resolution (Infraco)

MUDFA Rev 8 was referred to adjudication by BSC in Period 1.

Commercial Update (MUDFA)

A meeting with the CUS Managing Director was held in the Period with the aim of progressing matters to a conclusion. It is still anticipated that elements of the final account will go to dispute resolution. An agreed action plan is being undertaken and a full report will be presented in P2.

Design

Concerns remain regarding BSC's management of SDS, this demonstrated by the late receipt of the updated v56 updated programme which has limited **tie**'s ability to provide a comprehensive report on the impacts/implications of this programme. Formal written communication on this ongoing matter has been submitted to BSC.

Utility works

Update and Progress during Period 1:

- Clancy Docwra are on schedule to complete the utilities diversions in the Haymarket area at the beginning of Period 2 (weekend of 01 May 2010), and are on course to complete the diversions in the York Place to Annandale Street sections early in Period 2.
- Scottish Water are still to approve the protection proposals including the adoption of the sewer design at Ocean Drive.
- Clancy Docwra completed the relocation of utilities out of Lindsay road in Period 1. BT works are ongoing with an expected completion in Q1.
- Clancy Dowry continue to progress well on the private utility diversion works in Edinburgh Park area, with expected completion in Period 2.
- Farrans utilities diversions in Section 1A continue to programme, with completion in sites 1 & 3 anticipated in Period 2, with site 2 due to complete in Period 3. Telecoms cabling work will follow on from this.

Tram works (TRAMCO)

Good progress continues to be made with delivery of the trams by CAF in accordance with the tram delivery schedule with 23 trams now in various stages of production. The first tram was delivered to Princes St on 25th April 2010.

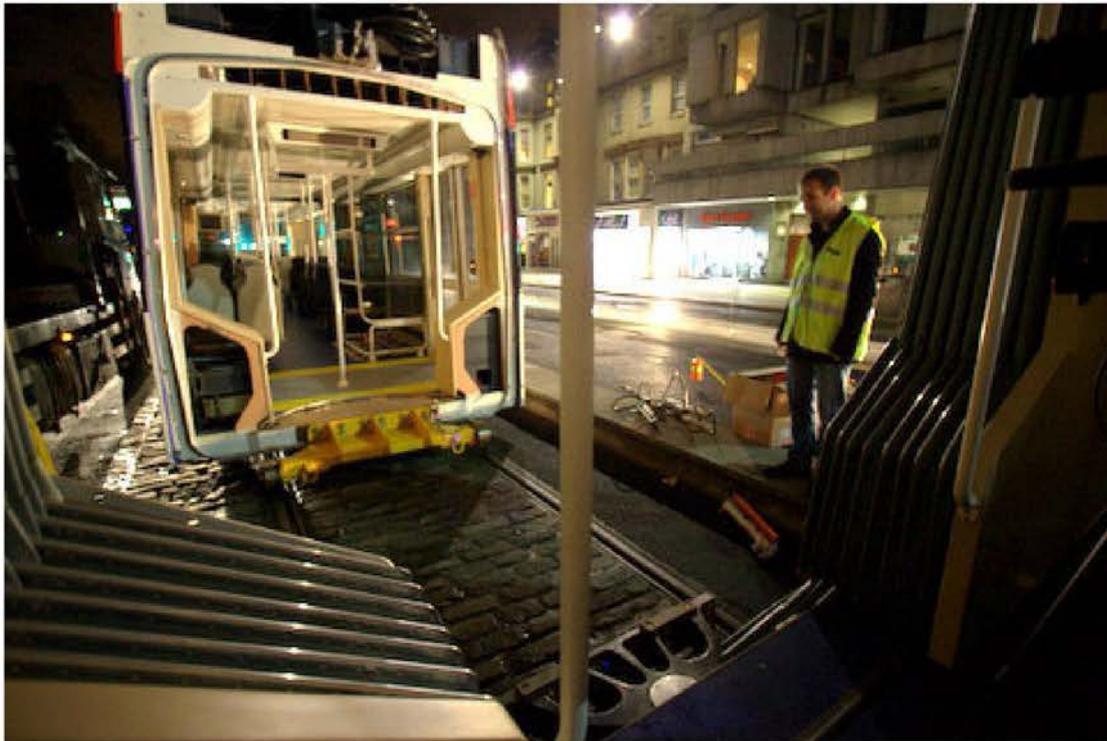
Transport Edinburgh

Edinburgh Trams

Lothian Buses

FOISA exempt

- Yes
- No



Transport Edinburgh

Edinburgh Trams

Lothian Buses

FOISA exempt

- Yes
- No



Draft Operations and Maintenance manuals have been received, reviewed and comments sent back for incorporation into the final documents.

Preparing for Operations

The BROR committee continues to provide the governance for these activities, which has seen good progress in the planning and undertaking of the relevant activities, and the OJEU procurement

launched for the ticketing equipment for the tram system, to link it with the existing Lothian Buses ticketing system. Significant effort is being made on programming and planning the preparing for operations activities, including recruitment and training of both operations and maintenance staff. The maintenance of completed infrastructure assets is being worked on with the BSC maintenance representatives.

Planning for commissioning of the Depot workshop, the plant and equipment and the trams is being discussed and planned. This is leading the prioritisation of elements of the delivery works in order to optimise the testing and commissioning period.

Work to refine the tramstop shelters and associated equipment to minimise barriers to use by passengers is also underway.

Tram works (INFRACO)

Following a year-end review of the progress reporting process including some adjustment of activity weightings for particular off-street structures resulted in a net 0% cumulative gain for Period 01.

The progress achieved in the Period for INFRACO works was 0.3% against a plan of 3.2% and reflects the limited progress against plan being made by BSC for both on-street and off-street works. This reflects a total cumulative completion which remains as reported in Period 13 at 16.1%.

This poor rate of progress can substantially be attributed to the refusal of BSC to progress works whilst Clause 80 Changes are being agreed, and the fact that work cannot be started on-street where sites are available, as BSC have failed to satisfy their contractual obligations.

The on-street works in progress are related to snagging items along Princes Street, works at Lindsay Rd RWs and commencement of Tower Place bridge in Section 1A & Building Fixings at North St Andrew St & Princes St West. There has been no further Infraco works on-street due to a lack of agreement on programme going forward.

Update and Progress during Period 1:

- Building Fixings to the identified buildings on North St Andrew St and West End Princes St carried out in period 1.
- In 1A Works on Tower place bridge continued on the East and West side piling, with 7 piles installed in Period1.
- Haymarket Viaduct deck pour completed in period.
- Stage 1 of Murrayfield Wanderers complete in period allowing revised building warrant application. Overall completion due by mid June 10.
- Guided Bus Way works progressing well completion anticipated by end of April 10.
- Carrick Knowe Bridge works ongoing
- Edinburgh Park South Approach Ramp well underway.
- All blockers now removed from A8 Underpass phase 3 / 4 which should allow piling to recommence on the 26th April 10.
- Depot Access Bridge piling works proceeding despite various obstructions being encountered.
- Again progress to Depot Building going well. Earthworks in stabling area recommenced with suitable material being moved to Section 7.
- Section 7 Earthworks/Drainage work commenced between Culvert 3 and Park & Ride. Good progress being made in fair weather conditions.
- Revised software being issued to Airport Barrier System which should eliminate problem with taxi access. Hopes are that this will be resolved by month end.
- System Integration Plan received and acceptable.
- As Built Procedure received and acceptable.



Issues in the Period:

- Infracore have refused to progress works on retaining walls 1A and 1C despite **tie** issuing CI 22/65 letters for the sewer protection works, & the alterations & Soft ground at 1A and the Sea wall at 1C.
- Works to complete the piling to east side of Tower Place Bridge was delayed during period 1 due to the requirement for a licence from Historic Scotland and the discovery of a service cable, both of which were successfully managed in Period 1 allowing BSC to progress the final piles.
- BSC have failed to commence On Street Works and are refusing to progress works whilst Clause 80 Changes are being agreed. Commencement of on-street works are also being frustrated by the fact that although sites are available, BSC have failed to satisfy their contractual obligations to enable a permit to be issued.
- BSC do not accept **tie**'s position with respect to IDC and execution of sub contractors and a Lack of construction programme information from BSC causing concern with respect to management of TM, stakeholders, safety and other works.
- BSC have declined to carry out a review of Trackform in six areas.

- BSC refusing to continue the works following Clause 22/Clause 65 letters.

Cost

We continue to reflect an outturn estimate of £533.3m, including £6.2m for the cancellation of Phase 1b. However, given the commercial uncertainties with Infraco and continuing delays to the project it is now considered unlikely that the full scope of Phase 1a will be completed within the available funding envelope of £545m. Until the key issues are resolved through the contractual and legal process, it will not be possible to accurately forecast a revised budget outturn.

A detailed costs and forecast briefing was presented to Transport Scotland on 18/01/10, and a further quarterly update took place on 18/03/10.

Key cost related items to note in Period 1 are:

- **COWD to date is £357.8m, with funding to date split to TS (£328.2m) and CEC (£29.6m).**
- The budget for ETP in 2010/11 established in April 2010 is £142.2m (£153.3m 09/10). Transport Scotland funding for 2010/11 is £130.5m for ETP, with £11.7m funding available from CEC.
- Full year forecast for 2010/11 is held at £143.0m. This forecast is being held from P13, and includes a base PM forecast of £135.5m and unallocated risk of £7.5m. *See detailed cost report for a breakdown of risk to this forecast.*

Actual YTD P1 & forecast P2-P13 FY10/11

£m	YTD P1	Forecast P2-P13,10/11	Forecast FY10/11
Infrastructure and vehicles	8.4	115.4	123.8
Utilities diversions	0.1	-4.8	-4.7
Design	0.1	2.1	2.2
Land and compensation	-0.0	0.2	0.2
Resources and insurance	1.3	12.8	14.0
Base costs	9.9	125.6	135.5
Risk allowance	0.0	7.5	7.5
Total Phase 1a	9.9	133.1	143.0

- ETP COWD in FY10/11 for Period 1 is £9.9m against a re-aligned budget of £9.9m.
- As previously reported and agreed with CEC and TS, initial milestones under the Infraco and Tramco contracts in the aggregate amount of £24.2m, in respect of advance material purchases, have been classified as prepayments. These will be reclassified as expenditure against funding in the periods when the related materials are delivered to site and incorporated in the works. The release will occur on the achievement of trackwork and structures milestones in 2009/10 and future years.

Risk & Opportunity

There were six risk reviews held in the period. There were four drawdowns on the risk allowance approved in the period totaling £710,868. Based upon the revised project risk allowance this leaves a risk balance of £11,186,050.

The Project Risk Allowance at financial close was £30,336,196. This was increased in Period 1 by £17,982,993. Drawdowns to the end of Period 1 10/11 now total £37,133,139. The risk balance based on the approved QRA plus the additional funding is £11,186,050.

Stakeholder & Communications

Compared with last period and the media interest generated by the tram board and tram subcommittee meetings, press coverage has been quieter for Period 1. The arrival of the first tram vehicle has generated a lot of media interest with widespread coverage in the Evening News, Scotsman and Herald. Broadcast coverage has also come in the form of GMTV's interview with Alastair Richards, BBC and STV news. Radio Forth and Real Radio attended the opening ceremony with Jenny Dawe and had the opportunity to interview other executives from the project. Follow up enquiries have been taken regarding progress of the dispute however they were referred back to our statement after the Tram Board meeting. Several enquiries have come from the Evening News regarding outstanding utility work on The Mound and Baltic Street to which responses were given.

Branding along the tram route progresses with signage installed at the tram stop opposite Murrayfield Stadium two weeks ago. Representatives from the Branding group recently met with BAA to discuss opportunities at Edinburgh Airport and we continue to work with Festivals Edinburgh in preparing to use the tram mock-up, currently sitting at the airport tram stop, as a welcome and information base during the Festival.

Communication between businesses and residents continued on a daily basis including the usual stakeholder engagement with the Leith Business Association, West End Traders as well as the Regent and Royal Terrace residents group.

Visits to www.edinburghtrams.com this period are 18,856. While a slight reduction on last period, this can be attributed to a lower entry figure via our podcast and visual content pages. New content is now available at the time of writing and should be reflected next period. Local updates and our interactive route map are the top pages on the main site, viewed 12455 times and 8368 times respectively in this period.

Currently there are 3 FOI requests in the process of being compiled, while there is 2 FOI requests under review.

Period 1 customer service activity reached a total of 338 incoming enquiries over the last four weeks, significantly less than Period 13's total of 422. A stark contrast can also be seen in the weekly totals as they dipped from 112 after week 1 to remain consistently low in the 70s for weeks 2, 3 and 4. Compared with Period 13 the difference is clear to see as weekly totals for during that four week period number over 100 for 3 weeks and 90s during week 3. Emails and phone calls continue to remain the prominent channels of correspondence with 157 and 149 contacts being logged through each. Face to Face correspondence doubled during Period 1 to 20 contacts, however still remains low due to the lack of interface with businesses and residents as a result of the utility work coming to an end in the city centre and the tramwork phase yet to start. The number of letters received dropped to 6 during Period 1, down from 7 in Period 13.

Period 01 2010/11 – Papers for Consideration

Paper to: TPB**Meeting date: 5th May 2010****Subject: Project Change Control Update – Period 01, 2010/11****Preparer: Mark Hamill****Summary**

This paper is to update the Tram Project Board with the current status regarding approved project change orders and their implications on the overall Tram Project Budget. To the end of Period 13, £36.4m had been drawn down from the project risk allowance. At the April Board meeting the TPB approved the addition of £17,982,993 to the risk allowance, taking the current approved budget to £530m.

In Period 01, an additional £710,868 has been drawn down leaving a risk allowance of £11.19m.

The table below summarises the approved changes that have impacted the Project Risk Allowance.

Description	Base cost	Risk	Total
Position at Financial Close (PCB)	481,680,811	30,336,196	512,017,007
Increase in budget		17,982,993	530,000,000
Changes to end Period 13	36,422,271	-36,422,271	
Position at end Period 13	518,103,082	11,896,918	530,000,000
Period 01 Changes	710,868	-710,868	
Position at end Period 13 (CAB)	518,813,950	11,186,050	530,000,000

Changes Approved in Period 01Section 6A Street Lighting (COP217 - £2,049)

This change is the cost of the revised design for longer street lighting poles to meet CEC's requirements.

CEC Recharges 2010/11 (COP254 - £625,231)

This change is to meet the CEC staff costs associated with the promotion of the Edinburgh Tram which requires CEC to continue to carry out its statutory and regulatory functions. The staff resource implications for this work are significant due to the size, cost and the pressure of tightening timescales for delivery; however a further internal review has been undertaken for the financial year 2010/2011 to ensure that the Council minimises any additional costs to the tram project. This will be under continual assessment with the first review to take place at the end of the first quarter of 2010/11.

Additional scope of works at Edinburgh Park Private Utilities (COP276 - £54,284)

Additional works were required in diverting utilities at Edinburgh Park. These include additional unforeseen cabling works and the recovery of all abandoned services including the removal of the existing RP main and CCTV ducts along with sprinkler pipework which was not shown on the tender drawings

Balancing Change (COP321 - £29,304)

Reconciliation of previous change orders and budgets.

FOISA exempt

Yes
 No

Primary risk register

1011 - Period 01 Primary Risk Register

Risk Description											
ARM Risk ID	Cause	Event	Effect	Risk Owner	Significance	Black Flag	Treatment Strategy	Previous Status	Current Status	Due Date	Action Owner
343	General delay to programme with various causes e.g. failure to obtain approvals on time; contractor issues, access after completion of utility diversions	Delay to completion of project	Increased out-turn cost due to delay plus revenue loss	S Bell	High - 25.00		Contractually assertive workstreams to progress programme, with particular reference to: - Clause 34/80.15 - Mudfa Rev 8 - Programme	On Programme	On Programme	30-May-10	S Bell
							Enhanced management focus on various workstreams and options relating to progress of the project	On Programme	On Programme	31-May-10	R Jeffrey
							Weekly provision of maps showing areas where access is available for BSC	On Programme	On Programme	30-Nov-10	F McFadden
							Liaison between tie/BSC programme managers	On Programme	On Programme	30-Dec-11	T Hickman
							Weekly tie/BSC commercial meetings	On Programme	On Programme	30-Dec-11	M Paterson
							Deployment of alternative utility contractors to progress utility works	On Programme	On Programme	30-Nov-11	F McFadden
							1077	Base Date Design Information to Issued For Constructions (BDDI-IFC). Lack of visibility of design changes between November 2007 and May 2008	Tramworks price based on a design which may have been altered. Unclear who authorised design change.	Additional cost and programme delay	S Bell
Deployment of contract interpretation and technical expert witness work	On Programme	On Programme	31-Jul-10	S Clark							
Enhanced management focus on various workstreams and options relating to progress of the project	On Programme	On Programme	31-May-10	R Jeffrey							
Legal challenge of BSC's interpretation of Pricing Assumption 1	On Programme	On Programme	31-Aug-10	S Bell							
Of the issues previously highlighted as going through DRP, 1 has been ruled in favour of tie, 2 have been agreed, 2 have been ruled in BSC's favour and this is being reviewed by tie. Further issues are due to enter DRP in December 09 and January 10.	Complete	Complete	31-Jan-10	S Bell							
Siemens 33 initiative to achieve workse between Airport and Bankhead Drive	On Programme	On Programme	30-Jun-10	F McFadden							
1091		Excavation of soft, unsuitable material below Earthworks outline	Additional cost and programme delay	F McFadden	High - 25.00		Donaldsons to carry out surveys	Complete	Complete	30-Jul-09	C Neil
							Extent of soft ground being investigated. External specialist advice deployed.	On Programme	On Programme	31-May-10	M Paterson
							Iterative testing approach in order to maximise value	On Programme	On Programme	31-Jul-10	C Neil
							Technical challenge against Donaldsons designs	On Programme	On Programme	31-Jul-10	C Neil
1101	Unreasonable behaviour of BSC commercial management	Unrealistic estimates being submitted for potential changes	Programme delay while disputes regarding estimates are resolved	F McFadden	High - 25.00		Agreement reached with BSC for independent evaluation to obtain benchmark	Complete	Complete	30-Jul-09	M Paterson
							All estimates to be scrutinised by tie commercial team and, where appropriate, challenge made to BSC. Additional resource (T&T) being used to check estimates to reduce delay. Other commercial resources have also been deployed to examine other areas of dispute.	On Programme	On Programme	30-Dec-10	D Murray
							Legal challenge to Clause 80 and BSCs interpretation thereof	On Programme	On Programme	31-Jul-10	S Bell

1011 - Period 01 Primary Risk Register

Risk Description

1094	Roads throughout works require full depth reconstruction	Programme impact plus additional costs. £1.5m cap applies to only 4 areas. (PA 12) Also affects (PA 14)	F McFadden	High - 24.00	Carry out surveys to confirm extent of roads requiring full depth reconstruction Intensive engagement with CEC, palette of options, methodology being agreed	On Programme	On Programme	31-Jul-10	C Neil	
					Suite of options from surveys to be reviewed and agreement reached	On Programme	On Programme	1-Jul-10	C Neil	
					tie-developed on-street proposal	On Programme	On Programme	31-Aug-10	S Bell	
52	Political and/or Stakeholder objectives change or require design developments that constitute a change of scope; Planning Department requires scope over and above baseline scope in order to give approval (may be as a result of lack of agreement over interpretation of planning legal requirements).	Amendments to design scope from current baseline and functional specification.	D Sharp	High - 22.00	Change panel process to apply scrutiny to changes Close working relationship with CEC and stakeholders	On Programme	On Programme	31-Dec-10 31-Jan-11	M Hamill D Sharp	
					Use of design task force to monitor design process	On Programme	On Programme	31-Aug-10	B Bell	
928	Major single safety incident (including a dangerous occurrence) during construction	Safety incident during construction	F McFadden	High - 21.00	Delay (potentially critical) due to HSE investigation and rework. PR risk to tie and stakeholders.	All Site Staff to get CSCS or equivalent	On Programme	On Programme	30-Jan-11	B Cummins
					HSQE Audits, site inspections and Management Safety Tours to be carried out	On Programme	On Programme	31-Dec-10	B Cummins	
					Incident management process regularly updated and revisited	On Programme	On Programme	31-Dec-12	B Cummins	
					TEL HSQE committee overview applied	On Programme	On Programme	31-Dec-10	B Cummins	
931	Utilities assets uncovered during construction that were not previously accounted for; unidentified abandoned utilities assets; known redundant utilities; unknown live utilities; unknown redundant utilities.	Unknown or abandoned assets impacts scope of Infracore work	C Neil	High - 20.00	Re-design and delay as investigation takes place and solution implemented; Increase in Capex cost as a result of additional works.	Obstructions and voids survey, establish ownership reduced delay on discovery.	On Programme	On Programme	31-Jul-10	C Neil
					Establishment of utility conflicts register	On Programme	On Programme	31-Aug-10	C Neil	
977	Legal challenge. Extension of statutory consultation process. Large number of objections. TRO process is subject to a public hearing process.	Delay in achievement of TRO(s) due to a large number of public objections and/or a legal challenge to using a TTRO to construct Infracore.	D Fraser	High - 20.00	Requirement to start construction using TTROs	Comms strategy to include provision of process and drawings on website for public viewing	Complete	Complete	30-Sep-09	S Clark
					Public deposit commenced 22nd Feb and the formal public consideration phase is underway and will be concluded on 22nd march at which point objections will be dealt with in the form of a formal report to the council for consideration.	On Programme	On Programme	30-Jun-10	A Sim	
					Use of TTRO's to undertake construction of permanent works in advance of permanent TROs being approved	On Programme	On Programme	30-Jan-11	A Sim	
1104	Design changes following utility diversions	Utilities affected by subsequent kerb realignments (primarily Westside of Leith Walk)	C Neil	High - 20.00	Re-diverting of utilities with additional cost and programme delay	Following identification of conflicts potential solution such as protection measures to be identified	On Programme	On Programme	1-Jun-10	C Neil
					Utility conflicts being identified	On Programme	On Programme	1-Jun-10	C Neil	

Period 01 Transport Scotland report Sections 2-7

On following pages are Sections 2-7 of the Transport Scotland report (Section 1 is the Project Directors report).

2 Progress

2.1 Overall

The cost, programme and risk information in Period 01 report continues to be based upon an unapproved forecast on the information reported in May 2009. This will be updated once agreement is reached with BSC on a new revised programme. Work is ongoing to this end, and the first outputs from this were issued during Period 12. **tie** have reviewed these submissions during period 13 supported by independent reviews and formally rejected the submissions during period 13.

tie now have independent experts preparing views on an attainable Rev3 programme proposal.

Overall the relationship with BSC is suffering in the following key areas:

- The refusal of BSC to progress works whilst Clause 80 Changes being agreed;
- Work unable to start on-street where sites are available as contractual obligations are not satisfied;
- Resolution of the contractual interpretation on BDDI-IFC (pricing assumption 1).

Linked to all of the above is the provision of a programme to completion capable of acceptance.

Progress remains behind the master programme, primarily due to:

- Finalisation of the agreement of change delaying the commencement of work;
- Incomplete utility diversions in the On-Street sections caused in part by traffic management constraints ;
- No agreement in place for On-street works;
- Slow mobilisation of INFRACO, including lack of formal sub-contracts being in place;
- Failure of INFRACO to submit preparatory paperwork in a timely manner and of a suitable content i.e. Work Package Plans, Method Statements etc;
- Requirement for re-design of temporary works;
- Design slippage since novation of design to INFRACO (now recorded in v56 of the design programme);
- BSC refusal to act on instructions for compensation events;
- Design changes as a result of the Prior and Technical Approvals process; and
- Consortium integrated design programme and validation

The **tie** live programme currently predicts an Open for Revenue Service date in mid February 2013. This has suffered only minimal slippage since period 13.

There has been no further Infraco works on-street other than limited progress as those structures at Lindsay Road and Tower Place bridge due to a lack of agreement on programme going forward, suitable sub contractor arrangements implements and completion of final design assurance checks by BSC. Utility Diversions are approaching completion at Haymarket, York Place and Newhaven, and these areas are expected to be reinstated in Period 2.

Section	Description	Contract Programme Rev.00	BSC Forecast (P01) Rev.01	BSC Movement in Period (Cal Days)	tie Live Forecast (P01) Rev.01**	tie Movement in Period (Cal Days)
Section A	Depot completion	25-Mar10	08-Aug-11	-10	22-Jun-11	-37
Section B*	Test Track Available	23-Apr-10	23-Mar-12	-25	05-Mar-12	-1
Section C	All Phase 1a Construction complete	17-Jan-11	15-Nov-12	-9	14-Aug-12	-1
Section D	Open for Revenue Service	16-Jul-11	14-May-13	-9	10-Feb-13	-1

*The interpretation is that Sectional Completion "B" means that Test Track is available for Tram movements.

** V55 information used.

2.2. Dispute Resolution

Dispute Resolution (Infraco)

A summary on the DRP process at the end of Period 1 and outcomes is presented below:

DRP No	Subject	Nature of Dispute	Launched or planned	PD Mtg	Position Papers	CEO Meeting	Referral	Decision
5a	Gogarburn	BDDI to IFC	√	√	√	√	√	Decision made and under review
5b	Carrick Knowe	BDDI to IFC	√	√	√	√	√	
5c(B)	Russell Road	BDDI to IFC	√	√	√	√	√	Decision made and under review
A	MUDFA Rev 8	Programme	√	√	√	√	√	
5e	Tower Bridge	BDDI to IFC	√	√	√	√	√	
5l	Section 7 Drainage	BDDI to IFC	√	√	√	√	√	
5i	Baird Drive	BDDI to IFC	√	√	√	√		
	Depot Access Bridge	BDDI to IFC	√	√	√	√		
Launched by tie								
Launched by BSC								

We continue in this report to reflect an outturn estimate of £533.3m (including Phase 1b). However, given the commercial uncertainties with BSC and continuing delays to the project it is now considered unlikely that the full scope of Phase 1a will be completed within the available funding envelope of £545m. Until the key issues are resolved through the contractual and legal process, it will not be possible to forecast accurately a revised budget outturn. It is also not possible at the present time to predict the conclusions of reviews of contingency option programme delivery options, including additional sources of funding.

tie instructs work to commence using Clause 80.15 when it has been put into dispute. Clause 80.15 letters have been issued by **tie** to progress Russell Road Retaining Wall W4, Carrickknowe Bridge, Baird Drive Retaining Wall, Balgreen Retaining Wall, Section 7 Drainage, Tower Bridge and the Depot Access Bridge.

A strategic review of commercial and contractual options is underway and will be reported to the Tram Project Board at the end of May 2010.

The contract with the BSC consortium prescribes a timetable for resolution of contractual disputes and it is expected that the budget and programme implications will become increasingly clear during 2010.

Regular briefings will be provided to both CEC and Transport Scotland to keep them updated on progress and implications for the project programme and finances of all the above matters.

Commercial Update (MUDFA)

A meeting with the CUS Managing Director was held in the Period with the aim of progressing matters to a conclusion. An agreed action plan has been implemented. It is still anticipated that elements of the final account may go to dispute resolution, however Carillion appear to be reviewing their position.

2.3. Design

IFC Design

Concerns remain regarding BSC's management of SDS, this demonstrated by the late receipt of the updated v56 updated programme which has limited **tie**'s ability to provide a comprehensive report on the impacts/implications of this programme. Formal written communication on this ongoing matter has been submitted to BSC.

tie did not receive v56 updated programme until 26th April and have therefore been unable to analysis the information in time for this month's report and have instead reverted to v55 data. BSC have provided no explanation as to why v56 is late and have provided no warning as to its content.

v55 data has been used to inform the programme updates, this has led to a reduction in the number of additional activities and approvals during the period. **tie** are now in the process of including these into the live programme.

- IFCs – Phase 1a: 129 issued out of 231. It is important to note that BSC are not issuing fully IDC'd Issue for Construction Drawings, and are therefore not meeting their contractual obligation in regard to readiness to start works.
- 56 Prior Approvals are included in v55 (reduction in PAA count due to removal of Murrayfield TS RW and 1a3 roads from the SDS programme) – 53 of which have been submitted, and 52 granted – these include the RBS Gogarburn Tramstop, Modifications to Murrayfield TS retaining Wall, Gogar Interchange, Canopy & Boundary Treatment at Airport Kiosk, Final Tram Stop location drawings and OLE pole locations.
- There has been a reduction in the number of Technical Approvals from V51a (due to a decrease in the number of activities in the SDS v55 programme (- 4 remaining to be submitted 16 left to be granted;
- Roads approvals - One area remains outstanding for Technical Approval in Phase 1a (1C2- Picardy Place to St Andrew Square);
- Scottish Water has sent formal acceptances to BSC for all sections with the exception of 1C2 (Picardy Place to St Andrew Square) & 1C1 (McDonald Rd to Picardy Place).

- Sections 1B, 1D, 1C3, 5B & 5C close reports have been signed off by CEC, subject to BSC concluding any concessions included in the reports during construction. CEC are reviewing all other sections based on the prioritisation list provided by BSC.

Design approvals status in Period 01 is summarised below:

Phase 1a only	Number Required				Number	
	V26	v31	v51A	V55*	Submitted	Granted
Prior Approvals	44	49	58	56	53	52
Technical Approvals	53	71	98	91	87	75
IFC	71	81	235	231		129

* Any alterations to the Approvals from V55 have been included in the above count and the changes are now being included in the live report.

Design Audits have been completed in the Period, looking at Infraco management of the design, the outcome of this being that there is little evidence of better management of SDS by BSC, and the lack of support in supplying the Design programme strengthens the evidence of poor design performance. The approvals task force has been supplemented by a Design Progress and Design Issues meeting to provide additional management focus on design resolution.

It should be noted that this is a consortium issue to manage, and **tie** will provide support in this respect. **tie** has implemented an extensive programme of site based monitoring to validate & verify the installation of works in line with an integrated design assured construction.

Reasons for design slippage are being reviewed and recorded twice monthly at the design taskforce meeting, which is focuses on resolving the outstanding design issues. **tie** is identifying and implementing opportunities to mitigate the impacts of this slippage.

2.4. Utility Works

Utility works are progressing in York Place and Haymarket. **tie** issued the PQQ for the Baltic Street works in Period 1. BT have commenced telecoms re-cabling activities on Leith Walk with an expected completion for cabling works from Jane St – FotW in Period 2 and from Jane St – McDonald road in early Q3. The remedial and snagging works in Leith Walk may result in delay to Infraco on the at specific locations on the Northbound kerb, however, the Southbound kerb is currently available. The delay of telecoms work in St Andrew Square could also delay the commencement of Tram works from their programmed start in Jun 10 to after the completion of telecoms in October10. **tie** have met with BT again in period 1 to try to identify opportunities to hand-over part sections of the route to BSC for Infraco works, the review of which continues.

Update and Progress during Period 1:

- Clancy Docwra are on schedule to complete the utilities diversions in the Haymarket area at the beginning of Period 2, and are on course to complete the diversions in the York Place to Annandale Street sections early in Period 2.
- Scottish Water are still to approve the protection proposals including the adoption of the sewer design at Ocean Drive.
- Clancy Docwra completed the relocation of utilities out of Lindsay road in Period 1. BT works are ongoing with an expected completion in Q1
- Clancy Dowry continue to progress well on the private utility diversion works in Edinburgh Park area, with expected completion in Period 2.

- Farrans utilities diversions in Section 1A continue to programme, with completion in sites 1 & 3 anticipated in Period 2, with site 2 due to complete in Period 3. Telecoms cabling work will follow on from this.

2.5. Tramworks (INFRACO)

Following a year-end review of the progress reporting process including some adjustment of activity weightings for particular off-street structures resulted in a net 0% cumulative gain for Period 01.

The progress achieved in the Period for INFRACO works was 0.3% against a plan of 3.2% and reflects the limited progress against plan being made by BSC for both on-street and off-street works. This reflects a total cumulative completion which remains as reported in Period 13 at 16.1%.

This poor rate of progress can substantially be attributed to the refusal of BSC to progress works whilst Clause 80 Changes are being agreed, and the fact that work cannot be started on-street where sites are available, as BSC have failed to satisfy their contractual obligations.

The on-street works in progress are related to snagging items along Princes Street, works at Lindsay Rd RWs and commencement of Tower Place bridge in Section 1A & Building Fixings at North St Andrew St & Princes St West. There has been no further Infraco works on-street due to a lack of agreement on programme going forward.

Progress Off-street has continued or commenced at the following locations: Note that the (%) completion estimates relate to the full structure).

Item	% Comp Rev 1
Lindsay Road RWs	3%
Tower Place bridge	1%
Haymarket viaduct –	51%
Russell Road Retaining Walls	19%
Carricknowe bridge (reduction in % due to over-reporting errors in previous periods)	48%
Edinburgh Park viaduct	91%
A8 underpass (Excluding utilities works)	10.5%
Depot building.	23%
Depot in totality	24%
Gogarburn Bridge	90%

Update and Progress in Period 1:

- Building Fixings to the identified buildings on North St Andrew St and West End Princes St carried out in period 1.
- In 1A Works on Tower place bridge continued on the East and West side piling, with 7 piles installed in Period1.
- Haymarket Viaduct deck pour completed in period.
- Stage 1 of Murrayfield Wanderers complete in period allowing revised building warrant application. Overall completion due by mid June 10.
- Guided Bus Way works progressing well completion anticipated by end of April 10.
- Carrick Knowe Bridge works ongoing
- Edinburgh Park South Approach Ramp well underway.
- All blockers now removed from A8 Underpass phase 3 / 4 which should allow piling to recommence on the 26th April 10.
- Depot Access Bridge piling works proceeding despite various obstructions being encountered.

- Again progress to Depot Building going well. Earthworks in stabling area recommenced with suitable material being moved to Section 7.
- Section 7 Earthworks/Drainage work commenced between Culvert 3 and Park & Ride. Good progress being made in fair weather conditions.
- Revised software being issued to Airport Barrier System which should eliminate problem with taxi access. Hopes are that this will be resolved by month end.
- System Integration Plan received and acceptable.
- As Built Procedure received and acceptable.

Issues in the Period:

- Infraco have refused to progress works on retaining walls 1A and 1C despite **tie** issuing CI 22/65 letters for the sewer protection works, & the alterations & Soft ground at 1A and the Sea wall at 1C.
- Works to complete the piling to east side of Tower Place Bridge was delayed during period 1 due to the requirement for a licence from Historic Scotland and the discovery of a service cable, both of which were successfully managed in Period 1 allowing BSC to progress the final piles.
- BSC have failed to commence On Street Works and are refusing to progress works whilst Clause 80 Changes are being agreed. Commencement of on-street works are also being frustrated by the fact that although sites are available, BSC have failed to satisfy their contractual obligations to enable a permit to be issued.
- BSC do not accept **tie**'s position with respect to IDC and execution of sub contractors and a Lack of construction programme information from BSC causing concern with respect to management of TM, stakeholders, safety and other works.
- BSC have declined to carry out a review of Trackform in six areas.
- BSC refusing to continue the works following Clause 22/Clause 65 letters.

Progress is being monitored against the Revision 1 programme. The summary milestones against the agreed INFRACO contract and the short term Rev 1 programme milestones are shown in the table below.

Milestones	Period 01		Cumulative (Short-Term)		Contract Planned to P01
	Planned	Actual	Planned	Actual	
Construction	13	15	121	123	953

The Revision 1 programme incorporates the agreed 38 business days (seven weeks plus three days) EOT variation to the contract programme as in the table below. As had been the case in the contract programme progress, the common denominator in the Revision 1 programme remains that every activity in the programmes has a work content generated against it which translates into a weighting, allowing accurate reporting of progress.

Period 01 2010-11	Period		Delta	Cumulative		Delta
	Plan	Actual		Plan	Actual	
INFRACO PERIOD 01 PROGRESS (Contract Rev.01 Programme)						
Section 1a Newhaven to Foot of the Walk	5.1%	0.0%	-5.1%	65.1%	0.1%	-65.0%
Section 1b Foot of the Walk to McDonald Road	6.5%	0.0%	-6.5%	65.3%	1.3%	-64.0%
Section 1c McDonald Road to Princes Street West	3.1%	0.0%	-3.1%	56.7%	0.0%	-56.7%
Section 1d Princes Street West to Haymarket	2.7%	0.0%	-2.7%	97.2%	42.1%	-55.1%
Combined Sections 1A-1B-1C-1D (On-Street) Newhaven Road to Haymarket	4.4%	0.0%	-4.4%	68.8%	8.0%	-60.9%
Section 2 Haymarket to Roseburn Junction	0.0%	1.2%	1.2%	100.0%	22.7%	-77.3%
Section 5a Roseburn Junction to Balgreen Road	3.1%	0.0%	-3.0%	80.0%	5.9%	-74.0%
Section 5b Balgreen Road to Edinburgh Park Central	3.3%	1.3%	-2.0%	98.2%	38.8%	-59.4%

Section 5c Edinburgh Park Central to Gogarburn	2.7%	0.2%	-2.5%	89.9%	6.3%	-83.6%
Section 6 Gogar Depot	0.0%	1.1%	1.1%	100.0%	24.6%	-75.4%
Section 7a Gogarburn to Edinburgh Airport	4.0%	0.6%	-3.4%	92.2%	33.0%	-59.3%
Combined Sections 2A-5A-5B-5C-6A-7A (Off-Street) Haymarket to Edinburgh Airport	2.3%	0.6%	-1.7%	92.5%	22.0%	-70.4%
FULL ROUTE PHASE 1A NEWHAVEN ROAD TO EDINBURGH AIRPORT	3.2%	0.3%	-2.9%	82.6%	16.1%	-66.4%

Section	Commentary
Section 1a Newhaven to Foot of the Walk	Works have stopped at Lindsay Road RWs (1a & 1C). Tower Bridge piling works continue
Section 1b Foot of the Walk to McDonald Road	No Infraco works have started on this section
Section 1c McDonald Road to Princes Street West	No Infraco works have started on this section
Section 1d Princes Street West to Haymarket	No Infraco works have started on this section
Section 2 Haymarket to Roseburn Junction	<p><u>Haymarket Viaduct</u></p> <p>Work on the east abutment base slab and walls continued during the period. Installation of the deck false work and reinforcement to the first deck pour was completed during the period. The first deck pour was completed 20/04/10.</p> <p>BSC/Grahams still waiting for SDS to complete the redesign of the internal retaining wall.</p> <p><u>Haymarket Yards</u></p> <p>No work during the period. Further CBR tests carried out by BSC/Grahams during the period. BSC currently preparing an Estimate for the soft ground Change.</p>
Section 5a Roseburn Junction to Balgreen Road	<p>Temporary & permanent works re-design along with commercial resolution delaying various structures.</p> <p>All required consents in place for track installation.</p> <p><u>Russell Road Bridge</u></p> <p>SC/Grahams completed the trial soil nails during the period. Temporary works design for the soil nails was due to be submitted early 2010. Actual works now planned to start early August 2010.</p> <p><u>Russell Road Retaining Wall W4</u></p> <p>Retaining Wall W4 retaining wall units 9 to 23 - piling completed on Friday 19 March 2010, apart from 7 no. piles in unit 19. Piling rig moved from Russell Road RW W4 to the A8 underpass on 23 March 2010. Expanded construction completed cutting down of the piles units 10 to 18. No pile cap constructed to date due to the continuing outstanding issue with the pile cap reinforcement – SDS to resolve this issue</p> <p>Murrayfield Wanderers Clubhouse Accommodation works – works commenced w/c 05/01/10 and continued during the period</p>
Section 5b Balgreen Road to Edinburgh Park Central	<p>Temporary & permanent works re-design along with commercial resolution delaying various structures.</p> <p><u>Carrick Knowe Bridge</u></p> <ul style="list-style-type: none"> ▪ Constructed of the wingwalls progressed during the period. ▪ Installation of the deck slab reinforcement and construction of the bridge diaphragms commenced during the period <p><u>Guided Busway</u></p> <p>Track work continued during the period.</p>

Section	Commentary
	<p><u>Bankhead Drive</u></p> <p>No works by BSC during the period.</p> <p><u>Busgate</u></p> <ul style="list-style-type: none"> ▪ Works are progressing to the road and footpath formation, however, progress has been significantly affected by the number of unforeseen utility conflicts affecting kerb installation and gulley installation. ▪ A Compensation Event for the MP PE gas main conflict has been issued to BSC. Small Works Changes are being issued to resolve other conflicts, where possible. <p><u>Edinburgh Park Bridge</u></p> <ul style="list-style-type: none"> ▪ Construction of the north approach ramp continued during the period. ▪ Construction of the south approach ramp commenced during the period. ▪ Expanded continued to work on the robust kerb during the period. The robust kerb is now complete from span 2 to 7.
Section 5c Edinburgh Park Central to Gogarburn	<p><u>A8 Underpass:</u> Phase 1: Kingpost arrangement works commencing 21st April 2010. Phase 2: BT support system being erected from 6th April 2010. Phase 4: All cables slewed by 23rd April 2010. Pile guides commenced 12th April 2010. Awaiting BSC cost for grouting sewer.</p> <p><u>Depot Access Bridge</u> Piling works to north abutment and central pier completed 20th April 2010. BSC are progressing approval for temporary works scheme to south abutment. Expected to be issued to CEC 23rd April 2010.</p>
Section 6 Gogar Depot	<p><u>Depot Building works:</u> Accommodation area 1st Fix M&E completed with blockwork and partition walls progressing well. Workshop area 1st maintenance pit completed 23rd April 2010 and wheel lathe pit base pour completed 16th April 2010. General Building works wall cladding 80% completed.</p> <p><u>External works:</u> Excavation for stabling area completed 23rd April 2010. Drainage works 60%.</p>
Section 7a Gogarburn to Edinburgh Airport	<p>Gogarburn Bridge: Works recommenced 15th February 2010. East abutment parapets installed 24th April 2010. Bridge deck trackslab plinths completed 24th April 2010.</p> <p>EAL Construction Phase A: Retaining wall W14 and W15 commenced 15th February 2010. Works progressing well with completion expected by 22nd May 2010.</p> <p>Soft ground remediation commenced from Culvert 3 south on 12th April 2010.</p> <p>Culverts 1,2 and 3 have been completed. Hilton Hotel Car Park: Phase 1 Works completed</p>

Audits under Clause 104 of the Infraco Contract

A series of Audits on alleged changes in BDDI/IFC on Roads and Signage in Sections 2A, 5B, and 5C have been carried out, and a report being compiled.

A completed audit report was issued to BSC during the period covering:

- Roads & Drainage for Section 1D
Structures at Baird Drive RW, Bankhead Drive RW, Depot Access Bridge and the A8 Underpass
- Track Design & Improvement layers

- OLE Systems & Foundations.

BSC's response is yet to be received.

The audit report on Design Assurance & System Integration has been issued to BSC. BSC's response also remains outstanding.

An audit on BSC's management of the SDS programme will be carried out in Period 2. The details for this audit are currently under consideration.

Sub contract Audit meetings took place at the end of January and beginning of February 2010. The audit scope was to review the processes and procedures associated with the procurement, placement, and management of subcontracts and subcontract works to ensure compliance with the requirements of the Agreement. The main 'themes' identified by the audit team were:-

- BB and Siemens do not have a standard procurement strategy or policy and each party appoint subcontractors independently of the other.
- BB could not evidence that they had a project specific procurement strategy in place
- That there was little evidence that BB had a procurement management processes in place
- BB had entered into contractual arrangements with subcontractors without the knowledge of **tie** and that in some cases entered into subcontracts in advance of requesting permission to subcontract from **tie**.

The audit has identified several areas which cause concern with BB's process of procuring and authorising subcontract works namely;

- An ad hoc procurement.
- Entering into contracts in the form of a Letter of Intent or Small Works Contract without consent.
- Letters of Intent which do not adequately deal inter alia with programme, scope, price and collateral warranties.
- In some cases Letters of Intent are extended by adding monetary value to unspecified scope.
- Letters of Intent do not appear commensurate with the work carried out on the project.

Further investigation is required to obtain an appreciation of the scope of the works contained in the Letters of Intent together with an understanding of the time-line associated with the authorities to proceed. It is also likely that production of this information will result in further avenues of inquiry. This further investigation is timetabled to be completed prior to the end of May 2010.

Tram construction (Tramco)

Good progress continues to be made with delivery of the trams by CAF in accordance with the tram delivery schedule with 23 trams now in various stages of production. The first tram was delivered to Princes St on 25th April 2010.

Draft Operations and Maintenance manuals have been received, reviewed and responded with comments for incorporation to the final documents when issued.

2.6. Preparing for Operations

tie are working on a joint initiative with TEL and are focussed on getting ready for the Testing & Commissioning phases as well as the operational introduction of trams. As part of the process, the Benefits Realisation & Operational Readiness was formed and is reporting to the TPB, and an integrated programme has been developed.

The process for acceptance of the Edinburgh Tram Project is designed to ensure that it is delivered in an acceptably safe, compliant and efficient manner. The objectives of the process are to ensure that the system performance, integrity, reliability, availability and safety are rigorously tested and that throughout all stages of the delivery process the many sub-systems and the overall system are validated and verified against the requirements and applicable standards.

The BROR committee continues to provide the governance for these activities, which has seen good progress in the planning and undertaking of the relevant activities, and the OJEU procurement launched for the ticketing equipment for the tram system, to link it with the existing Lothian Buses ticketing system. Significant effort is being made on programming and planning the preparing for operations activities, including recruitment and training of both operations and maintenance staff. The maintenance of completed infrastructure assets is being worked on with the BSC maintenance representatives.

Planning for commissioning of the Depot workshop, the plant and equipment and the trams is being dicussed and planned. This is leading the prioritisation of elements of the delivery works in order to optimise the testing and commissioning period.

Work to refine the tramstop shelters and associated equipment to minimise barriers to use by passengers is also underway.

2.7. Interface with other projects

The following table identifies the other projects ongoing within the city which may impact on the Tram project. This is reviewed on an ongoing basis both internally and in conjunction with TS to identify conflicts and mitigations. The most significant interface of concern is the Gogar interchange. **tie** has instructed the design change and this is underway.

External Projects	Promoter	Project Description	Potential Conflict	Tram Contract Dates		Project Dates		Comments
GREEN - No conflict anticipated but being monitored. AMBER - Managing any conflict. RED - Conflict which causes programme concern / unknown effect on tram programme.			Start	Finish	Start	Finish		
New Hotel adjacent Ocean Terminal	Ocean Points Development Limited	New build hotel	Potential conflict with Infracore dependent on timescales. To be monitored.	Jun-10	Jun-12	TBA	TBA	To be monitored.
Movement of Abnormal Loads	Sinclair Knight Merz	Transportation of turbines and 45 metre blade sections for <i>Fallago rig</i> wind farm via road transporters from Leith docks along Ocean Drive via Ocean Terminal frontage to Commercial Street, then East through Great Junction Street/Duke Street junction to Salamander Street	Conflict with tram works along required transportation route. Disruption to construction activities.	Mar-10	Jun-12	Jun-11	Dec-11	Works commenced at Tower Place bridge Mar-10 2 complete turbine movements expected each week for approx. 6 months
Former Bus & Tram Depot nr Shrub Place	Fraser & Neave	Transformation of former Tram and Bus Depot into 121 room serviced apartments.	None identified. Dependent on timescales.	Sep-10	Aug-11	TBA	TBA	To be monitored. Utilities complete. Potential TM interface dependent on Infracore proposals
Shrubhill House	Unite	Transformation of former council social work headquarters into 200 bed hotel	None identified. Dependent on timescales.	Sep-10	Aug-11	TBA	TBA	Awaits planning consent. To be monitored. Utilities complete. Potential TM interface dependent on Infracore proposals
Baxter Place Development	Fitzpatrick Hotel Group	Conversion of existing building adjacent Greenside Lane and with frontage onto Leith Street	Proposal to divert existing utilities through basement of building. Also potential TM interface issues with Picardy Place construction.	Oct-10	Feb-12	TBA	TBA	

St.James Centre Re-development	CEC / Henderson Global	Redevelopment of existing shopping centre.	Interface with Picardy Place junction re-construction and Cathedral Lane sub-station	Oct-10	Jun-12	2011	2016	Downgraded from red to amber as commencement of this project is now indicated towards the completion of Tramworks and therefore interfaces should diminish.
National Portrait Gallery		Major building construction and refurbishment. The renovation of the external facades, the overhauling of the existing windows, the renewal of the existing rooflights and roof covering. Additionally, it is proposed that an external ramp is formed to the front main entrance to allow disabled access.	Interface with Infraco works on St Andrew Street / York Place	Oct-10	Sep-11	Oct-09	Nov-11	
St.Andrew Square Development	CEC	Demolition of existing buildings bordering South Side St.Andrew Square, South St David Street and Meuse Lane	Infraco Programme	May-10	Mar-11	TBA	TBA	Infraco activities will not commence until May2010
Waverley Steps	Transport Scotland	Refurbishment of existing Waverley Steps with inclusion of new escalators and elevators	PRINCES STREET Traffic management issues when Infraco in Princes Street should this project require deliveries, craneage or Traffic management in same time period	Complete	Complete	Jun-10	May-12	No conflicts expected.
Waverley Steps	Transport Scotland	Refurbishment of existing Waverley Steps with inclusion of new escalators and elevators	ST.ANDREW STREET Traffic management issues when Infraco in Princes Street should this project require deliveries, craneage or Traffic management in same time period	May-10	Mar-11	Jun-10	May-12	No conflicts expected.
Waverley Station Re-roofing	Transport Scotland	New roof and general upgrade to station interior	May be Traffic Management issues	May-10	Mar-11	Apr-10	Apr-14	No conflicts expected.
New Hotel in Haymarket	Tiger Developments	New build hotel		May-10	Jul-11	ON HOLD	ON HOLD	No issue as Project cancelled as Planning Application rejected October 2009.

Haymarket Interchange	First Scotrail	Capacity Increase Project - Installation of new lifts and walkways from Haymarket Terrace	Utility diversions continue until late Jan.2010 Potential Interface with Infraco works at Haymarket junction commencing Jan.2010	May-10	Jul-11	Dec-11	Dec-12	No conflicts expected.
Haymarket Station Re-furbishment	Network Rail/Scotrail	Main Building refurbishment works	Any external works could conflict with TM for either or both MUDFA and Infraco and could conflict with Infraco construction works. Bridge to be installed from Haymarket terrace to Platform 0 to comply with DDA	May-10	Jul-11	Aug-09	Complete	Complete.
Haymarket Station	First Scotrail	Installation of new lifts and walkways from Haymarket Terrace	Construction of Haymarket viaduct	May-10	Jul-11	TBA	TBA	
Haymarket Terrace	DTZ Surveyors	Common Repairs to buildings at 2-4-6-8-68 & 74 Haymarket Terrace	Scaffolding and external repairs	May-10	Jul-11	May-09	ASAP	Scaffold erected and building repairs underway between Infraco TM phases.
Airdrie - Bathgate	Transport Scotland	New track installation	Tram possessions mainly "piggy-backed" on A2B possessions which could be altered / cancelled.	TBA	TBA	Mar-09	Mar-10	Various possessions and RotR workings
New Hotel	NEL (New Edinburgh Park Ltd) / Whitbread	120 Bedroom Premier Inn Hotel	Construction traffic TM Interface	TBA	TBA	TBA	TBA	The site, located at the southern end of Edinburgh Park, is opposite the Park's dedicated railway station and tram stop.
RBS Tramstop - Gogarburn	RBS	Design by RBS - Build by Infraco	Design and consents not in place in a timely manner to allow Infraco to build to programme	Jun-11	Sep-11	TBA	TBA	Design and approvals progressing to programme. Confirmed that this will now be a generic tram stop design
Gogar Surface Station	Transport Scotland	New station to east of Gogar Depot	Approvals and Consents	Apr-10	Jul-11	Jul-10	Jul-11	Gogar Interchange Programme reviewed and updated in conjunction with both NR and TS

Colour code

Green	No conflict anticipated but being monitored
Amber	Managing any conflict
Red	Conflict which causes programme concern / unknown effect on tram programme

This has been sent to TS for their input for projects they are sponsoring and will continue to be reviewed by **tie** to identify any potential impacts on the Tram programme as early as possible in order to manage them. A wash-up session of the TS projects was carried out late December09 with TS. The next session will be arranged for after Rev 3 Programme agreements are in place.

2.8. Other

Gogar Interchange

Key issues/Decisions Required

- BSC were requested to include a narrative on Gogar Interchange (Design and Construction staging activity) within their period report for Period 1. This was not provided. BSC have assured **tie** this will be provided in future period reports.
- Detailed technical design for retaining wall now underway again, following resolution of the sewer location. However additional SI was required as a result of an assessment on the final impact of the sewer location on the new retaining wall. In addition, a new requirement has arisen where **tie** will now design a protective wall with respect to the new sewer route. This will delay design completion: now estimated by SDS as 21 May 2010 to be followed by Technical Approval. IFC cannot therefore be achieved on 14 May as previously reported. SDS now forecast IFC at 18th June (TBC).
- Prior Approval application submitted 18 March and forecast determination remains at 29 April in line with Network Rail planning application. **tie** and BSC met 21/4/10 to review CEC queries raised on the Prior Approval submission and BSC expect to respond by 23/4/2010.
- BSC has notified **tie** that the systems elements of the design will be complete in June 2010. **tie** challenged June 2010 as the delivery date at meeting on 26 March, however Siemens were not prepared to commit to an earlier delivery. **tie** still await Siemens programme justifying their position. **tie** will consider potential mitigation measures if the systems design cannot be completed in line with the SDS design.
- SDS were due to submit an estimate for the revised scope to BSC on 25 March, but this has been delayed due to the requirement for the sewer protection wall being introduced to **tie** by Transport Scotland / Network Rail. The Estimate was received on 21st April and is currently being checked, but appears to be within the anticipated range. **tie** are meeting Transport Scotland on 28th April to discuss the Estimate further.

Key issues/Decisions Required

- Forecast outturn maintained at £1.042m against an original £880k:

£880k Breakdown

SDS	£400k
JRC	£ 30k
tie	£100k
Siemens	£350k

£1042k Breakdown

SDS	£540k
JRC	£ 45k
tie	£100k
Siemens	£327k
Const. Staging	£ 30k

Forecast outturn will be revised in full on receipt of SDS revised estimate.

- CEC will require an updated grant letter to allow **tie** to commit to the extra costs involved in completing the design. An updated grant letter will be needed within 2 weeks of **tie** supplying a full revision of the cost estimate.
- Network Rail has now tabled the promised draft list of agreements to TS but this does not cover all agreements required as it only covers agreements to which NR is party. It also does not include the likely scope as originally promised. **tie** to respond formally to TS in Period 1. **tie** cannot accept responsibility for any delay associated with agreements not being reached in line

with the needs of the construction programme given Network Rail's lack of positive engagement on this issue. The land transfer from CEC to Network Rail cannot proceed ahead of other agreements being substantially complete because the land transfer needs to include servitudes in favour of **tie**/TEL to allow access to and through this land for the operation and maintenance of the ETN.

Other agreements required include TEL/First ScotRail and Scottish Water Section 21's (Both for **tie** and NR). The proposed meeting of Heads of Legal has still not taken place.

Design progress

At the end of Period 1 **tie** assesses the design phase as 76% complete for the increased scope.

Cost reporting

Cost of work done to date is £800k versus the £880k originally forecast and the £1,042k revised AFC.

Period 1 progress

Finalisation of the sewer location has allowed the design to progress again. The Prior Approval application was completed and submitted on 18 March 2010.

SDS has submitted revised runtime analysis incorporating the Gogar Interchange. The runtime analysis will be used to support revised patronage calculations for the Edinburgh Tram Network. **tie** await Transport Scotland approval to progress this with JRC.

BSC has continued the development of Overhead Line and other systems design. BSC has confirmed that work on systems design will not be complete until June 2010.

Detailed design continued for the tram stop structure and began for the northern retaining wall. SDS now estimates that design will be complete by 21 May ready to be submitted for Technical Approval. CEC has agreed to review the design as a priority but it is not realistic for that review to be complete within 3 weeks. IFC cannot now be achieved on 14 May as previously reported. SDS now forecast 18th June (TBC).

Programme milestones

Activity	Planned	Period 6 forecast	P13 forecast / Actual
Complete prelim design of additional tram stop	10/8/09	18/9/09	30/9/09 (A)
Submit Structures Technical Approval application	19/11/09	8/1/10	21/5/10
Submit Prior Approval application	26/11/09	15/1/10	18/3/10 (A)
Receive Prior Approval	5/2/10	12/3/10	29/4/10
Receive Structures Technical Approval	5/2/10	8/3/10	11/6/10
IFC by SDS of civils design and outline systems design	26/2/10	22/3/10	18/6/10
IFC by Siemens of detailed systems design	-	-	June 2010

tie will also consider mitigation measures to reduce/eliminate impact of this on construction programme.

Overall design co-ordination

Project management meetings have continued between **tie**, TS and NR and fortnightly conference calls have taken place between **tie**, NR and the respective designers.

Design co-ordination is now largely dealing with detailed engineering issues rather than issues of principle. However, during Period 1 Mott MacDonald & Network Rail raised a new significant issue by proposing a double skin EFTE roof rather than the existing single skin. This would be a significant change to the existing tram design and also a material variation to the Prior Approval for which **tie** has applied. The double skin roof has additional plant associated with it (to blow air between the 2 skins) which would have capital and maintenance costs. **tie** will only take this forward if instructed by TS.

Tram design issues

BSC has identified a need to discuss the reduced headroom for the OLE through the tramstop with the Independent Competent Person. BSC is arranging a meeting with the **tie** engineering team so that BSC can present a proposal to the ICP with the support of **tie**. **tie** have requested further information from BSC prior to holding the meeting.

Other agreements

tie has highlighted the need for various operating and commercial agreements between **tie** and Network Rail and has asked Network Rail to arrange initial meetings to discuss the scope of these agreements. Network Rail has now tabled the promised draft list of agreements to TS but this does not cover all agreements required as it only covers agreements to which NR is party. It also does not include the likely scope as originally promised.

tie suggest that a programme for reaching formal agreements be agreed between Transport Scotland, Network Rail and CEC.

Scope of **tie** works

The scope of **tie** works does not include any external legal costs in relation to land or agreements and it is likely that **tie** will need legal advice in relation to agreements with Network Rail. **tie** expects that the extent of this will become clearer once Network Rail tables some draft agreements for review. Note that to date, no draft agreements have been received from Network Rail.

Long-lead items / abortive works

tie has reviewed the long-lead items/abortive works previously identified against latest programme forecasts and presented a paper to Transport Scotland on options for dealing with long lead items and associated costs and risks. Transport Scotland has confirmed that **tie** should take steps to minimise the abortive costs on the basis that the Gogar Interchange will go ahead. CEC and Transport Scotland are discussing terms of a grant extension that will also cover abortive costs.

tie has confirmed to BSC the OLE pole heights to be ordered through the Gogar Interchange area in order to minimise abortive costs.

BSC has notified **tie** that a decision is needed on the design of the switches & crossings for the east entry to the Depot by April 2010. **tie** will confirm the revised design requirement to BSC.

Drainage for the earthworks at the Depot is currently being installed to the west of the Depot Access Bridge. There is no option that does not involve some abortive cost if Gogar Interchange goes ahead as drainage must **tie** into the sewer that will be relocated by Network Rail. **tie** has identified ways of minimising the cost of those abortive works.

tie is continuing with the implementation of the existing ETN scheme unless otherwise instructed by Transport Scotland.

Construction Staging

A meeting was held on 18th March 2010 between **tie**/BSC/Network Rail to discuss a sequencing of work. Prior to this meeting BSC had presented an informal programme which suggested the impact of Gogar Interchange on ETN being in the region of 12 months delay. The meeting of 18th March addressed the logic and durations of this programme which resulted in an overall reduction of the impact to around 6 months.

It is important to note that this exercise primarily addressed optimising the programme for completing Gogar Interchange, not to minimise the effect of Gogar Interchange on ETN. This exercise remains to be carried out. It is proposed to complete this exercise when the drawings submitted for Technical Approval are complete.

Other Reporting Streams Progress

The following sections describe progress on other areas of the project during Period 1.

Temporary traffic regulation orders (TTROs)

- A review of traffic management arrangements across the City Centre is currently being worked up with a view to implementing in Period 2. This will include replacement of MASS barrier with a recycled rubber flexible kerbing system supplemented with pedestrian guardrailling at specific locations.

Traffic regulation orders (TROs)

- TRO1 was put to Public Deposit on 22 February 2010 and the 28 day public consultation completed on 22 March 2010. There has been 426 objections received, these are currently being considered and a detailed report will be prepared for submission to the Council TIE Committee for consideration on 27th July, with a view to making TRO1.

Network Rail

- The NR Immunisation development nears completion (94%).
- The NR Immunisation design over half complete (79%).
- The Immunisation Calculations Study has now been reviewed by BSC ISA who has raised some comments. BSC are in the process of submitting their study for comment by tie and NR prior to final update and submission to ISRP.
- BSC has verbally informed tie that 14 off FETR will be required for the immunisation solution.
- NR Signalling Immunisation (EMC) Test Plan will be developed to include all verification and validation tests that will evidence that there is no significant safety issue for NR assets failing 'wrong side'. Initial draft has been informally reviewed and commented. BSC has not yet given an indication of when formal issue of the plan will happen.
- These documents will be compiled into the Case for Safety – Signalling. Expected for delivery to ISRP on the 12/04/2010 for an ISRP on week commencing the 10/05/2010.

Third party interfaces

- Forth Ports – Licences have been executed with Forth Ports to allow all tram and utilities works to proceed in the Leith Docks area. Discussions have not yet been concluded between CEC and Forth Ports regarding a renegotiated S75 arrangement.
- Haymarket car park compensation – tie have agreed compensation with NR. tie continue to discuss with TS the additional compensation payable to First ScotRail, as a result of the extension of the FSR franchise from Nov 2011 to Nov 2014. It is believed that this should have been allowed for in the franchise extension discussions between TS and FSR. tie have taken the matter up directly with TS and are awaiting a confirmed position from TS;
- Interfaces are being managed to ensure that the SRU accommodation works and events are cohesive. tie have now agreed an approach to the design and construction of the works with SRU.

Murrayfield

A meeting is being held on 27/04/10 with the SRU to agree handover and consider floodlight control cabinet overheating issues, due to the insulation properties of the protective padding.

Burnside Road Realignment

- A video data survey was carried out at the end of March 2010 to establish the current demand from vehicles using the barrier lanes. This information was used to identify changes that could increase the flow rate and specifically increase the number of taxis that can enter the rank during peak periods when service vehicle demand is also high.
- The proposals were agreed with BAA on 15th April 10 and will be implemented during week commencing 26th April 10.
- BAA is investigating the problems with its existing barrier and payment control system which is preventing the card reader at the new taxi barrier from being put back into service. Performance of the barriers will improve once the card reader is operational.

MUD Works at Edinburgh Airport

- The amendments to the format of the final documentation, requested by BAA, have commenced and are expected to be complete by 14th May 10.

Cemetery Wall on Constitution Street

Works to the Cemetery Wall will commence in Period 2, with expected completion in the same period.

3 Headline cost report

2.9. Current financial year

	FY 10/11 COWD Period			FY 10/11 COWD Year To Date			FY 10/11 COWD Full Year Forecast			COWD To Date	Costs To Go	Total AFC
	Actual	Budget	Variance	Actual	Budget	Variance	Forecast	Budget	Variance	Actual	Forecast	Forecast
Total Project COWD	9.920	9.920	0.000	9.920	9.920	0.000	143.011	142.245	0.766	357.763	175.546	533.309
Other Funding	0.819	0.819	0.000	0.819	0.819	0.000	11.808	11.745	0.063	29.540	14.495	44.035
Demand on TS	9.101	9.101	0.000	9.101	9.101	0.000	131.203	130.500	0.703	328.223	161.052	489.274

- We continue in this report to reflect an AFC outturn estimate of £533.3m. However, as previously reported, given the continuing commercial uncertainties with the Infraco and continuing delays to the project it is considered unlikely that the full scope of Phase 1a will be completed within the available funding envelope of £545m. It is not however possible at the present time to accurately forecast a reliable outturn cost until the key commercial issues are resolved through the contractual and legal process.
- **Regular briefings are being provided to both CEC and Transport Scotland to keep them updated on progress and implications for the project programme and finances of all the above matters. Latest AFC Update 18th March 2010.**
- **tie** are now escalating all key issues to Dispute Resolution Procedure (DRP) and other contractual measures following the failure of mediation to provide an acceptable outcome.
- **COWD to date is £357.8m, with funding to date split to TS (£328.2m) and CEC (£29.6m).**
- Funding allocated by TS to the project in 2010/11 was £130.5m. Holding the 2010/11 forecast for Q1 results in the TS share of this year's actual costs being (£131.2m) – exceeding the funding allocation. Risks identified in relation to the latest Infraco forecast are anticipated to give TS funding headroom in the Q1 forecast update (period 3). Risks are identified in the 'Profile' section 3.2 (below).

Actual YTD P1 & forecast P2-P13 FY10/11

£m	2010/11 to P1	Forecast P2-P13,10/11	Forecast FY10/11
Infrastructure and vehicles	8.4	115.4	123.8
Utilities diversions	0.1	-4.8	-4.7
Design	0.1	2.1	2.2
Land and compensation	0.0	0.2	0.2
Resources and insurance	1.3	12.8	14.0
Base costs	9.9	125.6	135.5
Risk allowance	0.0	7.5	7.5
Total Phase 1a	9.9	133.1	143.0

Note: Tram COWD Full Year ended 09/10 was £113.8m against budget £150.1m (excl 1b).

YTD 2010/11 COWD is £9.9m in period 1, in-line with the newly aligned 2010/11 CAB profile.

Full year forecast for 2010/11 is held at £143.0m. This forecast is being held from P13, and includes a base PM forecast of £135.5m and unallocated risk of £7.5m.

Key Risks to the £143.0m forecast for 2010/11 are currently -£14.8m. This is mainly attributable to the delay in progressing Infraco works 'on-street'. At risk, and forecast in 2010/11 are: On-street Milestones for sections 1a & 1b (-£6.2m), on-street change forecast (-£1.1m), and unallocated risk (-£7.5m).

As previously reported and agreed with CEC and TS, initial milestones under the Infraco and Tramco contracts in the aggregate amount of £24.2m, in respect of advance material purchases, have been classified as prepayments. These will be reclassified as expenditure against funding in the periods

when the related materials are delivered to site and incorporated in the works. The release will occur on the achievement of trackwork and structures milestones in 2009/10 and future years.

2.10. Current financial year profile

Profile for FY10/11

£m	Q1 (p1-3)	Q2 (p4-6)	Q3 (p7-10)	Q4 (p11-13)	Total FY10/11
Infrastructure and vehicles	23.6	29.0	42.5	28.7	123.8
Utilities diversions	-0.9	-2.0	-1.8	0.0	-4.7
Design	0.5	0.5	0.7	0.6	2.2
Land and compensation	0.1	0.1	0.0	0.0	0.2
Resources and insurance	3.6	3.0	3.9	3.4	14.0
Base costs	26.9	30.7	45.3	32.7	135.5
Risk allowance	0.0	2.2	3.0	2.3	7.5
Total Tram	26.9	32.9	48.3	35.0	143.0

- Costs for 2010/11 are forecast at £143.0m. This forecast is sensitive to the key risks as identified above, and will be updated for Q2 (in the period 3 report).
- An updated forecast profile for 2010/11 and future years was presented to Transport Scotland on 18th Jan-10 at Buchanan House.** The forecast included a range of assumptions and sensitivities and was informed by linking the latest tie programme to Infracore construction milestones and taking a best view of what is likely to be achieved in the year. The realigned base costs and risk were then linked against this programme. **The current agreed budget for 2010/11 is £142.3m, with TS share of the budget £130.5m.**

2.11. Total project anticipated forecast cost

Re-baselined Phase AFC and profiling

£m	Cum FY07/08	Actual 08/09	Actual 09/10	FY 10/11	FY 11/12	AFC
Infrastructure and vehicles	30.6	45.2	83.5	123.8	25.5	308.6
Utilities diversions	18.4	33.4	10.6	-4.7	0.0	57.7
Design	24.4	4.7	2.1	2.2	0.6	34.1
Land and compensation	16.8	1.7	1.6	0.2	0.0	20.3
Resources and insurance	42.9	16.0	15.9	14.0	12.6	101.4
Base costs (inc 1b)	133.1	101.0	113.8	135.5	38.8	522.1
Risk Allowance	0.0	0.0	0.0	7.5	3.7	11.2
Total	133.1	101.0	113.8	143.0	42.5	533.3

Note: Base costs include £6.2m for ph 1b.

- The TEL board have approved a risk allowance within the current funding arrangements of up to £48.2m, which takes the current agreed budget up to £530.0m. **tie** continue to forecast £533.3m in this report as an AFC, in the knowledge that TS are being kept fully up to date with regards to the current commercial engagement with the Infracore, and the range of possible outcomes which may arise as a result of that engagement.
- An updated forecast profile for 2010/11 and future years was presented to Transport Scotland on 18th Jan-10 at Buchanan House** following a full review of construction deliverables in 2010/11 with Infracore Project Managers, the Infracore Director and Tram Project Director.
- The 2010/11 base forecast presented to TS in January (£139.7m) included sensitivities of +/- c£30m, driven by specific assumptions.** The latest base forecast of £135.5m (above 2010/11) reflects the latest consolidated project managers forecasts (which include known risk), plus a further £7.5m of unknown risk variables.

4 Time schedule report

2.12. Report against key milestones

In advance of developing agreement with BSC, tie has developed an unapproved recalibrated baseline programme which reflects an Open for Revenue Service date of 23 Feb 2012. A completely unmitigated programme as a control scenario only has also been produced which shows a date of 17 Oct 2012. However, the live programme has been used to generate the milestone data below and this is based on all current information fed into the master programme. This indicates an open for revenue service date of mid February 2013.

(The agreed baseline programme reference for this project is that at Financial Close leading to revenue service in July 2011.)

Milestones	Baseline programme date	Actual / current forecast date tie live prgm
Approval of DFBC by CEC	21 Dec 06A	21 Dec 06A
MUDFA – commencement of utility diversions	02 Apr 07A	02 Apr 07A
TRO process commences	14Dec07A	10-Dec-07A
Approval of FBC by TS – approval and funding for INFRACO / Tramco	09 Jan 08	Dec 07A
Princes Street closed	03-Feb-09	22-Feb-09A
Tramco / INFRACO – award following CEC / TS approval and cooling off period and SDS novation.	28 Jan 08	14 May 08A
Construction commences	14-Apr-08	14-May-08A
First track installation commences – on street	03-Nov-08	Jun 2009A
Carrick Knowe Bridge commences	21-Aug-08	19-Aug-08A
A8 underpass commences	08-Aug-08	28-Aug-08A
Haymarket viaduct commences	08-May-08	01-Sep-08A
Edinburgh Park viaduct commences	06-Aug-08	01-Sep-08A
Tram mock-up delivered	Oct 2008	Nov 2008A
Demolition of Wanderers clubhouse	25-Aug-08	05-Jan-10A
Edinburgh Park viaduct complete	24-May-09	Jun-10
Princes Street re-opened	01-Aug-09	29-Nov-09A
NR immunisation complete	Nov 2009	Dec-10
Utilities works complete (including telecoms)	Nov 2008	Dec-10
All demolition work complete (S21C)	22-Aug-08	Jun-10
All Issue for Construction (IFC) drawings delivered (inc Gogar interchange design)	21-Jan-09	Jul-10
Haymarket viaduct complete	08-Dec-08	Oct-10
All consents and approvals granted	18-May-09	Jul-10
Design assurance complete	20-Jan-09	Jul-10
1 st Tram delivered	09-Apr-10	25-Apr-10A
Carrick Knowe bridge complete	11-May-09	Nov-10
A8 underpass complete	14-Jul-09	Mar-11
Roseburn viaduct commences	20-Jan-09	Sep-10
TRO process complete	01-Dec-09	Jul-10
Recruitment commences (SMC staffing)	July 2010	Oct-10
1 st OHL installed (Commence Section 2)	11-Dec-09	Feb-11
1 st section (other than depot) complete ready for energisation (2)	25-June-10	May-11

Milestones	Baseline programme date	Actual / current forecast date tie live prgm
Commission Section 2 (Haymarket to Roseburn junction)	11-Jan-10	Oct-11
Final tram delivered	17-Jan-11	Jun-11
Driver training commences (depot only)	Dec-10	Apr-11
Commission Section 6 (depot)	25-Mar-10	Oct-11
Roseburn viaduct complete	20-Apr-10	Aug-11
Test track complete (Ready for tram testing)	23-Apr-10	Feb-12
Commission Section 7 (Gogar to Edinburgh Airport)	25-June-10	Sep-11 to Feb-12
Commission Section 1 (Newhaven to Haymarket)	11-Mar-11	Sep-11 to Jun-12
Commission Section 5 (Roseburn junction to Gogar)	09-Nov-10	Mar-11 to Aug-12
Driver training commences (excludes depot)	Nov 2010	Sep-12
System testing complete off street	09-Dec-10	Sep-12
Construction Line 1a complete	17-Jan-11	Aug-12
System testing complete on street	16-Feb-11	Sep-12
Letter of "no objection" from Independent Competent Person to commence tram running	17-Apr-11	Nov-12
Shadow running starts	18-Apr-11	Nov-12
Shadow running complete	July 2011	Feb-13
Letter of "no objection" from Independent Competent Person to commence revenue service	July 2011	Feb-13
Open for revenue service	July 2011	Feb-13

*BSC Rev 2 programme is not an agreed Contract programme

Guidance for Completion:

Legend for colouring of Actual / forecast date text

Green: Actual / forecast date is ahead or in line with baseline
Yellow: Slight slippage – readily recoverable with action.
Pink: Significant slippage but expect recovery can be achieved
Red: Notable / significant slippage – difficult to recover, even with action.

2.13. Key issues affecting schedule

BSC have submitted the following programmes in the period

- Period 3-1 Progress Report.

The continued Utilities diversionary works are restricting access to on-street areas although this is diminishing week on week.

The inability to agree a way forward for the On-street works is severely hampering the programme. BSC's slow progress in available sections is frustrating progress. **tie** continue to advise BSC formally on a weekly basis of areas that are accessible to commence works.

2.14. 12-Week look-ahead

Until the revised programme is in place the forecast for the next 12 weeks continues to be generated from the **tie** Live programme including latest updated information from both BSC and **tie** Project Managers.

Milestones	Actual / current forecast date
1A3 - Commence Temporary Platforms and Demolition Tower Place bridge	22-Mar-10A

Milestones	Actual / current forecast date
5C - S32 Commence Depot Access bridge	22-Mar-10A
6 - Depot Building Steelwork	07-Apr-10A
1A4 - Lindsay Rd Retaining Wall A+C	26-Apr-10C
1A4 – Newhaven Rd to Ocean Terminal – ch 0000-0160 – Roadworks	26-Apr-10S*
1A4 – Newhaven Rd to Ocean Terminal – ch 0000-0160 – Trackworks	26-Apr-10S*
1A4 – Newhaven Road Tramstop	26-Apr-10S*
1D – Haymarket ch 1250-1125 – Roadworks Phase 1	26-Apr-10S*
5A - Construct New Scotrail Carpark	26-Apr-10S
5C - W16 Commence Gyle Stop RW	26-Apr-10S
5B – Edinburgh Park Stn – Edinburgh Park Central Trackworks	26-Apr-10C
1C1 – Telecoms Works McDonald Rd to Picardy Place	26-Apr-10C
2A –Trackworks Haymarket to Roseburn Junction -1135m	26-Apr-10S
2A – Haymarket viaduct	26-Apr-10C
5A - W4 Russell Road retaining wall piling	26-Apr-10C
5B - S23 Carricknowe bridge	26-Apr-10C
5A - Demolition of Wanderers Clubhouse continues	26-Apr-10C
5B - Trackworks Balgreen Rd Saughton Road North	26-Apr-10C
5C – A8 Underpass –Combined phase 1 and 2	26-Apr-10C
5C - Trackworks Depot Stop to Gogarburn	26-Apr-10C
6 - Depot Earthworks	26-Apr-10C
6 - Depot Building Pits	26-Apr-10C
7 - W14/W15 Gogarburn RW	26-Apr-10C
1D - Shandwick ch 850-440 - Trackworks Phase 1	26-Apr-10S*
5B – Trackworks Bankhead to Edinburgh Park Station	26-Apr-10C
1C2 – Telecoms Works Picardy Place to St Andrew Square	28-Apr-10S
1D - Complete Utility diversions Haymarket to Shandwick Place	29-Apr-10F
1C1 – Utility Diversions McDonald Rd to Picardy Place	10-May-10F
1C3 – Track works Waverley bridge junction to South St Andrew Square	10-May-10S
1D - Shandwick ch 850-440 - Roadworks Phase 1	10-May-10S*
6 - Depot Sub-station	12-May-10S
5B - Bankhead Drive TS	13-May-10S
1C1 - Telecoms - BT Installation Works 1C07 - (Greenside Lane to Gayfield Street South)	16-May-10S
1C1 - Telecoms - BT Installation Works 1C08 - (Annandale Street to Montgomery Street)	16-May-10S
1B – Telecoms Works Jane Street to Foot of the Walk	21-May-10F
7A - S29 Gogar Underbridge	25-May-10F
1A1 – Continue S-E-Ms Bernard Street to Foot of the Walk	31-May-10F
1A2 - Telecoms Tower Street to Duke Street	01-Jun-10S
1A4 – Continue Utility Diversions Newhaven to Ocean Terminal	01-Jun-10F

Milestones	Actual / current forecast date
5B - Saughton Rd TS	01-Jun-10S
1A4 – Newhaven Rd to Ocean Terminal – ch 0700-0850 – Roadworks	01-Jun-10S*
5A - Murrayfield Stadium Accommodation Works (excludes clubhouse)	02-Jun-10S
1A4 – Newhaven Rd to Ocean Terminal – ch 0700-0850 – Trackworks	04-Jun-10S*
5A - W18 Murrayfield TS RW	14-Jun-10S
5C - Complete S27 Edinburgh Park Station bridge	15-Jun-10F
5B - Trackworks Saughton Rd to Bankhead (Guided Busway)	18-Jun-10F
1D – Telecoms cabling Haymarket to Crescents	24-Jun-10F
1C3 – Telecoms Works St Andrew Square to Princes Street West	25-Jun-10F
1B – Leith Walk – ch 350-100 – Roadworks	28-Jun-10S*
1B – Leith Walk – ch 0-100 – Trackworks	28-Jun-10S*
1B – Leith Walk – ch 350-100 – Trackworks	28-Jun-10S*
1A3 - Continue Utility Diversions Ocean Terminal to Port of Leith	01-Jul-10F
1D – Shandwick Place Tramstop	02-Jul-10S
1B – Telecoms Works Jane Street to McDonald road	05-Jul-10F
5A - S20 Russell Road bridge Piling	06-Jul-10S
1C2 - Utility Diversions between Picardy Place and St Andrew Square continue	20-Jul-10F

* Subject to agreement on OSSA

A = Actual date

S = Forecast Start Date

F = Forecast Finish date

C = Continuing Works

5 Risk and opportunity

2.15. Review of risk register

Summary

There were six risk reviews held in the period. There were four drawdowns on the risk allowance approved in the period totaling £710,868. These are detailed later in the report. Based upon the revised project risk allowance this leaves a risk balance of £11,186,050.

Risk and Opportunity Reviews

The following reviews took place in the period:

Date	Format of review	Attendees	Comments
19/4/10	Sections 1C & 1D Risk Review	Project Risk Manager Project Manager	Risks and Treatment Plans Reviewed
19/4/10	Signalling, Communication and Control (SCC) Risk Review	Project Risk Manager Project Manager	Risks and Treatment Plans Reviewed
21/4/10	Network Rail Risk Review	Project Risk Manager Project Manager	Risks and Treatment Plans Reviewed
20/4/10	Roads and Drainage Risk Review	Project Risk Manager Project Manager	Risks and Treatment Plans Reviewed
20/4/10	Structures Risk Review	Project Risk Manager Project Manager	Risks and Treatment Plans Reviewed
24/3/10	Infraco Risk Review	Project Risk Manager Infraco Construction Director	Risks and Treatment Plans Reviewed

Risk Register

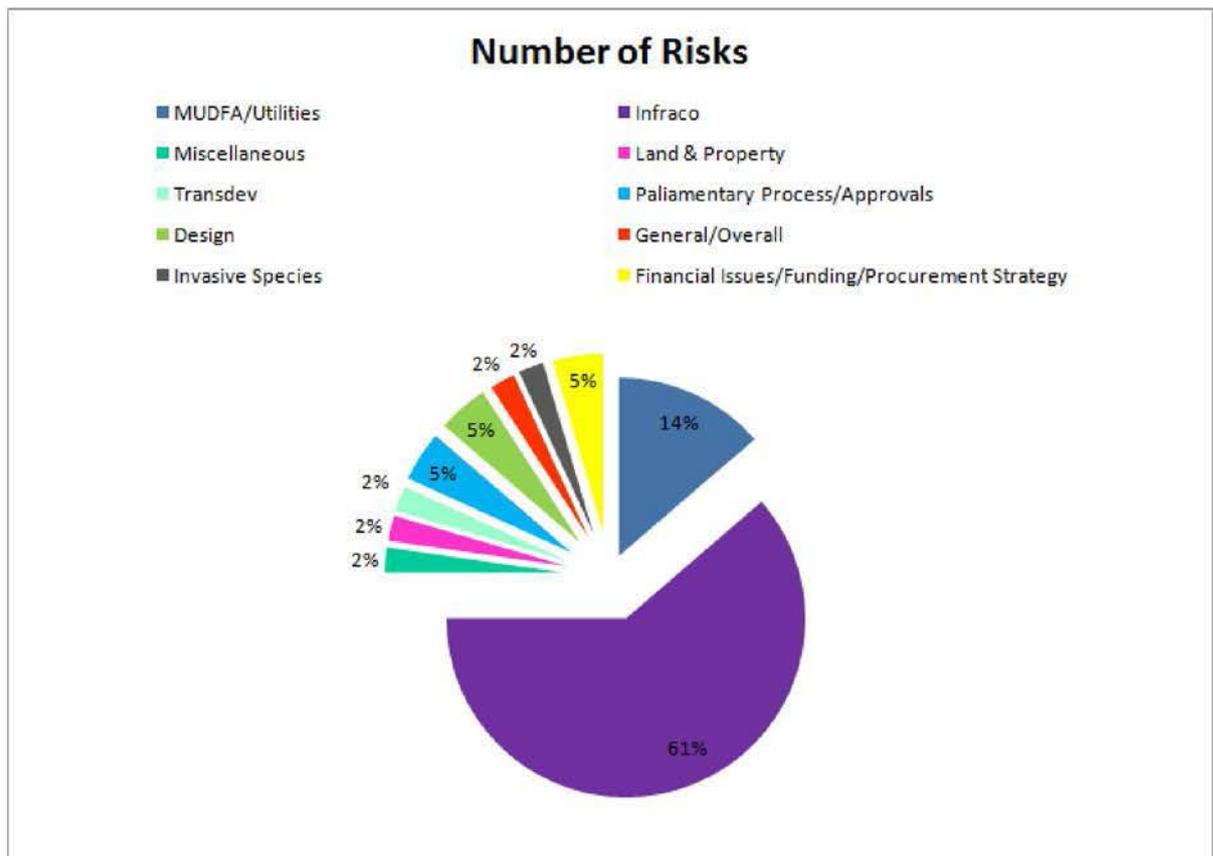
The Primary Risk Register is attached at Appendix D. The Primary Risk Register contains those high impact risks which are impacting (or have the potential to impact) the project at this moment in time. In addition, the potential risks identified in regard to programme slippage are being reviewed periodically and will form part of the updated QRA. There are 44 risks in the risk register. The top five project risks are listed on the following pages.

1011 - Period 01 Top 5 Risks											
ARM Risk ID	Cause	Event	Effect	Risk Owner	Significance	Black Flag	Treatment Strategy	Previous Status	Current Status	Due Date	Action Owner
1043	General delay to programme with various causes e.g. failure to obtain approvals on time, contractor issues, access after completion of utility diversions	Delay to completion of project	Increased out-turn cost due to delay plus revenue loss	S Bell	High (2.25.00)		Contractually assertive workstreams to progress programme, with particular reference to: ~Clause 34/80.15 ~Mudfa Rev 8 ~Programme	On Programme	On Programme	30-May-10	S Bell
							Enhanced management focus on various workstreams and options relating to progress of the project	On Programme	On Programme	31-May-10	R Jeffrey
							Weekly provision of maps showing areas where access is available for BSC	On Programme	On Programme	30-Nov-10	F McFadden
							Liaison between tie/BSC programme managers	On Programme	On Programme	30-Dec-11	T Hickman
							Weekly tie/BSC commercial meetings	On Programme	On Programme	30-Dec-11	M Paterson
1077	Base Date Design Information to issued For Constructions (BDDI-FC). Lack of visibility of design changes between November 2007 and May 2008	Tramworks price based on a design which may have been altered. Unclear who authorised design change.	Additional cost and programme delay	S Bell	High (2.25.00)		Deployment of alternative utility contractors to progress utility works	On Programme	On Programme	30-Nov-11	F McFadden
							Continued use of the DRP/Adjudication process	On Programme	On Programme	31-Aug-10	S Bell
							Deployment of contract interpretation and technical expert witness work	On Programme	On Programme	31-Jul-10	S Clark
							Enhanced management focus on various workstreams and options relating to progress of the project	On Programme	On Programme	31-May-10	R Jeffrey
							Legal challenge of BSC's interpretation of Pricing Assumption 1	On Programme	On Programme	31-Aug-10	S Bell
							Of the issues previously highlighted as going through DRP, 1 has been ruled in favour of tie, 2 have been agreed, 2 have been ruled in BSC's favour and this is being reviewed by tie. Further issues are due to enter DRP in December 09 and January 10.	Complete	Complete	31-Jan-10	S Bell
Siemens 33 initiative to achieve workse between Airport and Bankhead Drive	On Programme	On Programme	30-Jun-10	F McFadden							

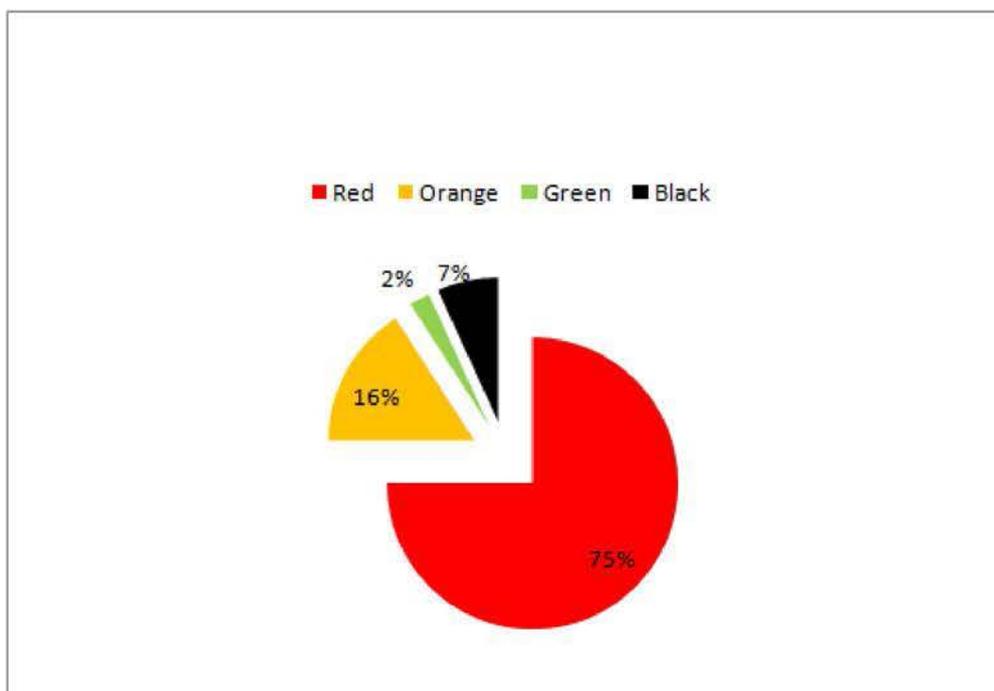
1011 - Period 01 Top 5 Risks

1011 - Period 01 Top 5 Risks										
Risk Description										
1091		Excavation of soft, unsuitable material below Earthworks outline	Additional cost and programme delay	F McFadden	High 25.00	Donaldsons to carry out surveys	Complete	Complete	30-Jul-09	C Neil
						Extent of soft ground being investigated. External specialist advice deployed.	On Programme	On Programme	31-May-10	M Paterson
						Iterative testing approach in order to maximise value	On Programme	On Programme	31-Jul-10	C Neil
						Technical challenge against Donaldsons designs	On Programme	On Programme	31-Jul-10	C Neil
1101	Unreasonable behaviour of BSC commercial management	Unrealistic estimates being submitted for potential changes	Programme delay while disputes regarding estimates are resolved	F McFadden	High 25.00	Agreement reached with BSC for independent evaluation to obtain benchmark	Complete	Complete	30-Jul-09	M Paterson
						All estimates to be scrutinised by tie commercial team and, where appropriate, challenge made to BSC. Additional resource (T&T) being used to check estimates to reduce delay. Other commercial resources have also been deployed to examine other areas of dispute.	On Programme	On Programme	30-Dec-10	D Murray
						Legal challenge to Clause 80 and BSCs interpretation thereof	On Programme	On Programme	31-Jul-10	S Bell
1094		Roads throughout works require full depth reconstruction	Programme impact plus additional costs. £1.5m cap applies to only 4 areas. (PA 12) Also affects (PA 14)	F McFadden	High 24.00	Carry out surveys to confirm extent of roads requiring full depth reconstruction	On Programme	On Programme	31-Jul-10	C Neil
						Intensive engagement with CEC, palette of options, methodology being agreed	On Programme	On Programme	1-Jul-10	C Neil
						Suite of options from surveys to be reviewed and agreement reached	On Programme	On Programme	31-Aug-10	S Bell

The risks within the Project Risk Register are categorised below.



The ratings of the risks are illustrated below.



New risks and concerns

The Project Risk Manager, in conjunction with the relevant director, agrees which concerns are escalated to risks and are added to the Project Risk Register.

Infraco

The following two items were added to the Infraco Concerns Register in the period.

		Risk description		
	Risk Number	Cause	Risk Event	Effect
Structures	125	Presence of gas main at Russell Rd	Gas main at Russell Rd Bridge (S20) requires protection measures or possible diversion	Additional cost as specified exclusion. Programme delay if diversion required
General	126	tie prevent BSC commencing work in specific on-street sections	Decision by tie to prevent on-street works commencing in certain areas causes BSC to delay progress in off-street section	Further delay to off-street works.

No.125 – tie are having difficulty in convincing SGN that protection measures at the gas main will be sufficient and SGN are suggesting that a diversion is necessary.

No.126 – there has been a noticeable deceleration of progress in the off-street section following BSC's failure to provide the required information to facilitate issue of a permit to commence on street works.

There were no items added to the Infraco Concerns Register.

2.16. Risk action plan for next three periods

The following treatment plans are due for completion in the next three periods.

Action Owner	Risk ID	Action ID	Action Name	Due	Active	Complete	Late	Next 3 periods
A Sim	977	712	Public deposit commenced 22nd Feb and the formal public consideration phase is underway and will be concluded on 22nd march at which point objections will be dealt with in the form of a formal report to the council for consideration	30/06/2010	Yes	No	No	Period 04
C Neil	931	681	Obstruction and voids survey, establish ownership reduced delay on discovery.	31/05/2010	Yes	No	No	Period 03
C Neil	1104	700	Utility conflicts being identified	01/06/2010	Yes	No	No	Period 03
C Neil	1104	701	Following identification of conflicts potential solution such as protection measures to be identified	01/06/2010	Yes	No	No	Period 03
D Burns	869	644	Length of Line 1a to be re-surveyed on regular basis	30/06/2010	Yes	No	No	Period 04
D MacKay	343	713	Enhanced management focus on various workstreams and options relating to progress of the project	31/05/2010	Yes	No	No	Period 03
D MacKay	1077	715	Enhanced management focus on various workstreams and options relating to progress of the project	31/05/2010	Yes	No	No	Period 03
D MacKay	1091	716	Enhanced management focus on various workstreams and options relating to progress of the project	31/05/2010	Yes	No	No	Period 03
D MacKay	1101	717	Enhanced management focus on various workstreams and options relating to progress of the project	31/05/2010	Yes	No	No	Period 03
D Sharp	1106	714	Use of additional resources to apportion accountability for delay in issuing of IFC	30/04/2010	Yes	No	No	Period 02
F McFadden	914	573	SDS to obtain consent for design in accordance with programme requirements - SGN and Scottish Power. Complete with exception of plates 1-10 and 15-17 the redesign of the affected utilities at Palmerston Place.	30/04/2010	Yes	No	No	Period 02
G Barclay	1102	696	Obtain reduction from SUCs	01/06/2010	Yes	No	No	Period 03
G Barclay	1102	697	Where relaxation cannot be obtained replace plastic with steal	01/06/2010	Yes	No	No	Period 03
G Barclay	1105	699	Examine possibility of additional protection being used rather than additional diversion utilities	01/06/2010	Yes	No	No	Period 03
M Paterson	1091	667	Extent of soft ground being investigated. External specialist advice deployed.	31/05/2010	Yes	No	No	Period 03
S Bell	343	702	Contractually assertive workstreams to progress programme	30/05/2010	Yes	No	No	Period 03
W Biggins	911	628	Liase with Scottish Power to agree and approve method of crossing tunnel.	25/05/2010	Yes	No	No	Period 02

2.17. Cost Quantative Risk Analysis

The Project Risk Allowance at financial close was £30,336,196. This was increased in Period 1 by £17,982,993. Drawdowns to the end of Period 1 10/11 now total £37,133,139. The risk balance based on the approved QRA plus the additional funding is £11,186,050.

Following a meeting in Period 12 a proposal has been drawn up to use a risk-based approach to the calculation of the project risk allowance (as has been the case historically) rather than adding up the 'QS view' of specific items. This work was meant to progress in Period 1 but this did not happen. Further efforts will be made in Period 2.

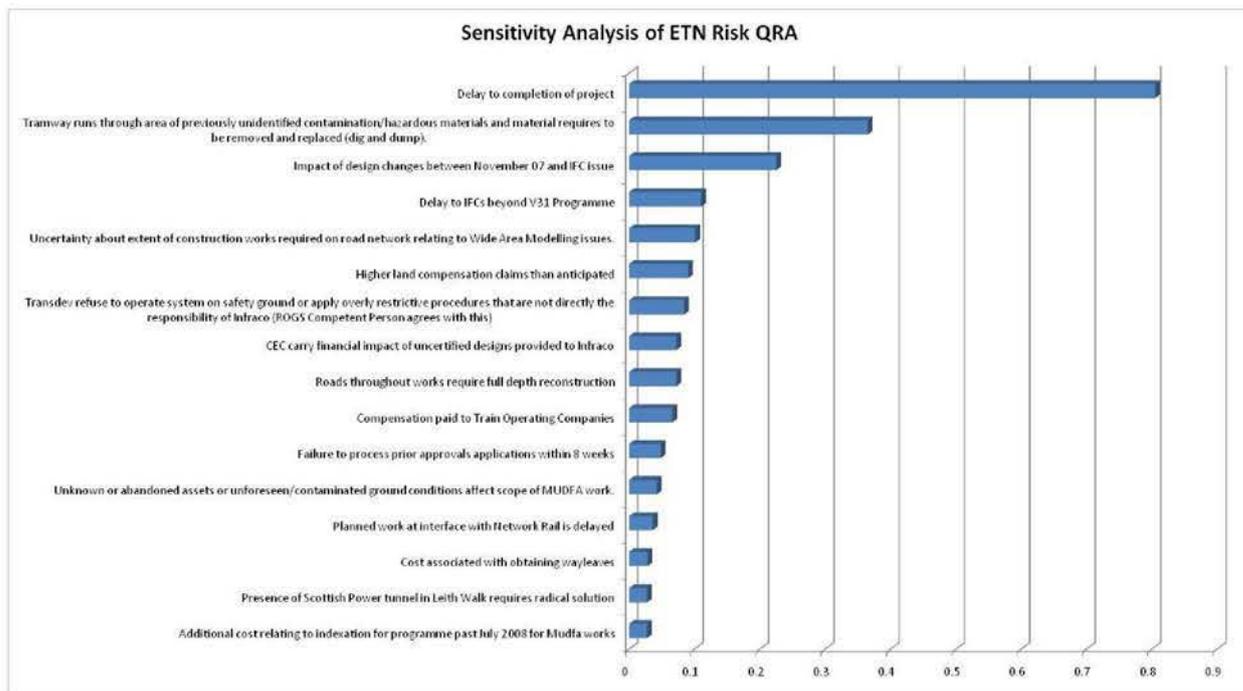
Following the completion of the exercise agreement will be required as to how the Project Risk Register, the QRA output and other risk allowances are linked to ensure the Risk Drawdown and Change Management procedures are still adhered to.

Risk drawdown

The following table illustrates the drawdown applications on the project risk and contingency allocations in Period 01.

Description	Owner	Value (£)
Section 6A Street Lighting	Mike Paterson	-2,049
CEC Recharges 2010/11	Alan Coyle	-625,231
Additional scope of works at Edinburgh Park Private Utilities	Mike Paterson	-54,284
Balancing Change	Mark Hamill	-29,304
	Total	-710,868

Sensitivity analysis of approved cost QRA.



The above chart highlights those component risks which are correlated most closely with the overall risk allocation. These risks are the ones which, if changed in terms of probability or impact, would have the most significant effect on the final output.

2.18. Schedule QRA

tie is currently working with the supplier of Active Risk Manager (ARM – the risk management software which **tie** uses) with a view to integrating Primavera and ARM so that a schedule risk analysis can be developed. A schedule QRA will be created following agreement of the recalibrated programme.

Opportunities

Opp number	Event	Opp rating	Open?	Treatment plan	Owner	Due date	Review Comments
1	Original forecast value for incentivisation was £400k. In-line with performance it is the management view that the SDS incentivisation cannot be fully justified, with £400k the worst case.	16	Open	tie PM to manage SDS KPI agreement to ensure that the maximum incentivisation paid out should be £300k	Damian Sharp		Any savings expected to materialise in Period 6
3	Within the current forecast figures is a cost of £947k for the additional cost of Land Value over and above the market rate when the project budgetted. £162k of the benefit has already been taken to AFC leaving an opportunity of £785k	19	Open	AS to lay out a timetable as to when land savings can be crystallised. In light of the stagnated property market it is unlikely that the additional £785k built into forecast or the duplication of cost in risk will be utilised.	Alastair Sim		Being managed by A Sim. Still regarded as possible saving.
4	Opportunity to claw back £230k of costs directly to Transport Scotland on the back of the Scotrail settlement.	11	Open	AS to lay out plan/ timetable as to how specifically these costs can be passed onto TS.	Alastair Sim		SB and AS to meet with TS
6	TEL have submitted a paper to the TPB justifying an additional recharge of £1,571k resource costs for the rest of the project. This was approved in principle by TPB. SB identified that a potential six figure sum could be reduced from this recharge cost. Action and target reduction TBC.	1	Open	SMcG to speak to David McKay - tbc.	Stewart McGarrity with Alastair Richards		TEL costs have been rescheduled and now provide up to December 2011 at a reduced figure of £998k.
7	TEL have identified that it is likely that an additional £375k of tram marketing costs will need to be spent to get the tram geared up and ready for operation. The debate is to be had as to who should bare these costs accounting for the fact that this line was taken out of the Capital budget at final business case.	6	Open	SMcG to agree with David McKay who should take the marketing costs with a potential mechanism for capitalisation and amortisation for TEL of these costs over the useful economic life of the project.	Stewart McGarrity with Alastair Richards		TEL believe these costs could be met from the Comms budget. To be discussed.
12	Tapered Poles cost of £176k in budget (T19.01.33)	6	Open	Do not incur cost	Frank McFadden		Any saving would be used to offset tie change for pole bases.
13	View of Picardy Place Provisional Sums (Utilities) and major provisional sums to be taken	23	Open	Picardy Place utility diversions provisional sums flat to be extremely high at £3m. SB guidance that this should be ballpark more like £1m. Dennis Murray action to give a best and measured view of how accurate this provisional sum is, and then to provide this to SB for review within the current month. £2m opportunity.	Frank McFadden with Dennis Murray		£1.65m saving taken into account already against an original allowance of £2.65m
14	View of Picardy Place Provisional Sums (Revised Junction alignment) and major provisional sums to be taken	21	Open	Picardy Place infraco works provisional sums flat to be high at £3m. SB guidance that this should be ballpark more like £2m. Dennis Murray action to give a best and measured view of how accurate this provisional sum is, and then to provide this to SB for review within the current month. £1m opportunity.	Frank McFadden with Dennis Murray		Current saving currently standing at £390k.
15	PM staff/ management costs are currently running at a significantly higher rate than the original plan due to phase 1(b) not materialising on-time, and the higher cost mix and yield than anticipated in the original business plan. The current costs are forecast in Stewart McGarrity's spreadsheet.	13	Open	As a whole resource costs for tie, TEL, CEC and TSS are to be attended to so that cost savings can be achieved through 1) more efficient team integration 2) looking at which tasks do not require to be completed. Target resource savings/reductions to be specific, measurable and identifiable. Stewart McGarrity to own tracking of actions and movement.	Colin McLauchlin with Stewart McGarrity		
16	TSS current forecast is based upon S McG latest update. The output is projecting an overall budget overspend of £794k.	6	Open	A further specific £200k of opportunities to be targeted with the PM agreement and better look at the integrated team approach	Stewart McGarrity		
18	Up to £500k airport legal and other future costs have been submitted by BAA to tie,	13	Open	Task to challenge full value of legal and PM costs and to manage this cost out of the budget. AS to get justification of the costs from EAL and forecast a realistic view of costs with Dennis Murray	Alastair Sim		
21	Programme allows for full depth road reconstruction. If this is not necessary there will be a programme time saving	11	Open	C Neil managing through development workshop	CN		
23	CoCP working hours are 7am-7pm Mon-Fri, 8am-1pm Saturday. If these restrictions were relaxed in specific areas such as Balgreen to Carrick Knowe, Edinburgh Park and Bankhead Drive there could be a potential programme saving	12	Open	Application to relax CoCP restrictions to CEC	TC/WB	31/12/2010	This has been made in a number of areas and working out with CoCP is currently underway.
29	50metre radius curve at Gogar - at the moment the trackform will be embedded. Opportunity to convert to ballasted.	12	Open	tie/BSC to examine possibilities	WB/BB	30/03/2010	P7 - BSC are redesigning with ballasted track. Saving will be in moving from slab to ballasted but maintenance cost will increase P9 - design underway. P12 - BSC are issuing as Infraco-driven change. However they believe this will increase costs (maintenance £90k v £6k)
31	Utilise Scottish Central Procurement of Local Authority Power instead of direct procurement of commissioning power by tie	12	Open	Liason with CEC procurement team to ensure Tram commissioning power is eligible using CEC rates	AR	30/12/2009	This option is being used. Overall saving still to be confirmed.

Transport Edinburgh
Edinburgh Trams
Lothian Buses

FOISA
 exempt
 Yes
 No

Opp number	Event	Opp rating	Open?	Treatment plan	Owner	Due date	Review Comments
32	Potential saving on £2.2m budget for NR immunisation	12	Open	BSC are making a case for doing no modifications to NR and are producing a contingency design if the "do nothing" approach is rejected	CK	31/08/2009	BSC has not instructed the initial design works yet. These were expected to be instructed in Jan 09.
34	ERs identified 43 sets of breathers and expansion joints around structures throughout network. BSCs proposal is to install 5 sets. Saving of cost of 38 sets.	12	Open	tie have received BSC's proposal on longitudinal expansion and expansion around structures. Technical meeting arranged in P3 to review tie's return comments on BSC's proposal	WB/BB	30/04/2010	BAM review has confirmed 5 sets only can work however SDS disagree. WB to arrange workshop to progress final number. P7 - BSC not agreeing to change due to loss of profit in BB civil works. P9 - Siemens installing to their design which removes need for 38 sets of breathers. Resubmitted design proposal with design calcs and this is being reviewed. Saving of approximately £12k x 38. Actual saving to be agreed in P10. P12 - SDS have accepted Siemens' design proposal. tie need to issue change.
35	The depth of excavation (for S21b and S21d and W8) could be reduced thereby providing a cost/time saving. To do this the design needs to be revisited. (BSC did additional SI in this area in summer 2008 which could be used to review designs)	1	Open	tie would need to instruct BSC to revisit design as BSC have indicated they will not do so unless instructed.	TC/CN	30/04/2010	TC and CN to manage P12 - being discussed between tie and BSC as part of programme mitigation.
36	£250k cabling programme planned for Hope St junction. IF BT can be convinced to leave in situ then this will represent a saving.	1	Open	Meeting taking place with BT on 14 Oct to present proposal to BT	GB/CN	31/06/2010	Meeting still to happen but opportunity still 'live'. P9 - BT rejected proposal. G Barclay to meet BT P11 - GB raised again with BT and when Infracore start their works in this area the possibility of leaving as is will be re-examined. (Agreement needs to be reached on on-street works)
38	Potential to make programme savings once systems programme has been received.	1	Open	BB and GB to review programme once received.	GB/BB		Programme still outstanding
40	Change rail section in all tramstops (in the off street section) from grooved to S49 rail. This would provide a cost and productivity saving. This would negate the need for transition rails. Saving would be circa £250k.	1	Open	Consortium issue in removing work from civils to systems as the need for a transition slab is removed.	WB/BB		Siemens have submitted proposal for S49 through tram stops. P9 - S49 now being installed through tram stops. (production saving) P12 - INTC issued to BSC which includes trackform changes and tram halts at Edin Pk.
42	Section 5Y (within 5B) - opportunity to remove asphalt, which has been noted as a requirement by CEC planner in the section from east side of Edinburgh Pk tram halt to Edinburgh Pk viaduct approach, and continue the S49 on track ballast from the pedestrian crossing to the approach to Edinburgh Pk viaduct. (removes 100m of grooved rail with crossover and 2 transition slabs and improves productivity)	1	Open	This has been discussed with Siemens who will write to tie proposing these changes.	WB/BB		Siemens progressing with design change and ordering switches and crossings based on S49. P9 - opportunity accepted by Siemens and being carried out. (Production saving)
43	Re-railing points - 15 no identified in ERs for the depot area. These could be removed with resultant saving in cost and productivity	1	Open	tie to decide if these are required. If not then BSC to be instructed.	WB/BB		WB to discuss with Siemens P12 - Siemens agree with but will not propose change but this will need to be generated by tie.
44	Ground Improvement layer - adopt BAM's preliminary design for the floating slab developed to incorporate the noise and vibration measures.	1	Open	tie, BAM and SDS to discuss	WB/BB		BAM still working on design for ground improvement layer. P1 - Outline design received for noise and vibration slab. No mention of ground improvement layer so tie have queried.
45	Edinburgh Pk green track - soft ground through Edin Pk limits what can be installed. Opportunity is to change trackform to ballasted. Substantial cost saving as civils cost will be less.	1	Open	Edin Pk/CEC agreement required.	WB/BB		WB to take forward P9 - tie saving to be calculated. Proposal needs to be made to Edinburgh Park P12 - INTC issued to BSC detailing sections to change from green track to ballast. Meetings arranged with NEP Ltd to discuss changes. P1 - meeting expected with NEP in Period 2 to discuss amended trackform.

Transport Edinburgh
Edinburgh Trams
Lothian Buses

FOISA
 exempt
 Yes
 No

Opp number	Event	Opp rating	Open?	Treatment plan	Owner	Due date	Review Comments
46	Eliminate soil nailing in preference for 1:2 batter. This would provide a mitigated cost increase	1	Open	AR/SB/FMF have agreed to reduce clearances in the depot stabling area. BSC to confirm conditions can meet 1:2 slope.	AS		
47	Advance Siemens commencement by 6-9 months as contract programme showing completion prior to handover to Siemens	1	Open	Programme team to be made aware of opportunity and attempt to negotiate with BSC	AS		
48	Obtain agreement with CEC to adopt a different road construction methodology thereby saving time and money.	1	Open		CN		
49	Opportunity to amend to standard foundations in off-street section which would reduce cost.	1	Open		CN		
51	Carry out a joint tender with BSC for future supplemental agreements in order to generate more competitive price	1	Open	Future supplemental agreements being discussed	CN/M/P		
52	Selling of land which has been purchased but is no longer required	1	Open		A Sim		
53	Recovery of costs from Siemens for recovery of stray current monitoring costs.	1	Open		CK/BB		
54	Opportunity to convert from direct fix to Rheda City C trackform at Approach to South Gyle Access Bridge (49m) East side of Bankhead Stop (33m) Eastern ramp at Edinburgh Park Station Bridge (72m) East Side of Castle Gogar Access Rd (679m) - instructed redesign Departure side of IPR stop (104m) Gyle Tramstop to south side of A8 (165m) - instructed redesign	1	Open	WB liaising with Siemens to agree proposals. Production saving to be made	WB		P9 - Approach to South Gyle Access Bridge (49m) - becoming Rheda City C from Direct Fix (Production saving) East side of Bankhead Stop (33m) - becoming Rheda City C (Production saving) Eastern ramp at Edinburgh Park Station Bridge (72m) - becoming Rheda City C (Production saving) East Side of Castle Gogar Access Rd (679m) - From A8 to Depot this can become ballasted throughout (200m to be Rheda City C and 479m to be ballasted) Potential cost/production savings Departure side of IPR stop (104m) - becoming Rheda City C (Production saving) Gyle Tramstop to south side of A8 (165m) - convert from greentrack to ballasted, agreed with CEC planner. Potential £350 per metresaving
57	The installation of transition welds rather than transition rails at structures would save circa £100k	1	Open	tie would need to instruct BSC.	WB		
58	As we will have possession of the top half of the shuntline there is a possible opportunity to reduce the requirement for extensive temporary works to retain the NR embankment during the construction of the new embankment associated with the new tram structure.	1	Open	Initial meetings have taken place regarding this and TC/WB will continue to pursue this option.	TC/WB		P1 - Scotrail and NR have agreed to this proposal in principle. Revised estimate for s21d on basis of the above from BSC received.

Progress

No.2 – this will be closed as any saving has been used to fund BAA project management costs

No.29 – proposal going ahead but agreement re costs need still outstanding

No.34 – tie still to issue change

No.35 – No progress in period, TC managing.

No.36 – GB progressing

No.40 – WB progressing

No.43 – tie would need to issue change

No.44 – WB progressing and included in Blair Anderson report

No.45 – WB and CN meeting NEP in Period 2 to progress

No.57 – WB progressing

No.58 - Scotrail and NR have agreed to this proposal in principle. Revised estimate for s21d on basis of the above from BSC received has reduced from £1.3m to £450k. Work progressing to reduce this further.

6 Health, safety, quality and environment

2.19. H&S accidents and incidents, near misses, other or initiatives

HS&E ACCIDENTS and INCIDENTS SUMMARY											
Total	Total Hours	>3 day	Major	Injury	NM/Unsafe Condition	Service Damage	ENV	RTA	MOP	AFR	SFR
Period	106,131	0	1	3	21	4	0	1	4	0.94	3.77
13 period rolling	1,643,014	1	1	31	216	101	20	8	54	0.12	6.15



There has been 1 reportable accident during Period 1 where an incident on the Guided Busway. The rolling 13 period AFR is 0.12 well below the target of 0.24 for the project. Clancy and Farrans are still reporting Zero AFR.

Guided Busway Incident – A Machine Controller (Banksman) was standing in-between an excavator and a trailer/wagon mounted upon the new tram tracks. The operative was assisting the coupling of the excavator with the trailer. The Excavator was lifting the tow bar with a grab; the tow bar slipped from the grab, the grab moved and crushed the operative's leg between the trailer and the grab. The operative also fell. The injuries suffered were bruising to the leg and a hairline fracture to the 4th lumbar vertebrae. BSC have undertaken an investigation and **tie** are in the process of reviewing this. The techniques used at the time of the injury occurring have been altered as a result of the initial investigation.

The frequency for Service Strikes for MUD contractors has increased from the previous Period, however the 13 period rolling SFR is still decreasing and is 6.15 against a target of 10.0 strikes per 10,000hrs worked.

tie has carried out a Health and Safety audit on BSC compliance with the approved Network Rail Construction Phase Plan. 4 Major findings were agreed and BSC are in the process of closing out these findings. The majority of the findings focused on the way the relevant information was cascaded down throughout the consortium and its sub-contractors, though NR concerns remain regarding BSC's works under the Siemens Principal Contractor's Licence. The report once completed will be copied to Network Rail.

tie joint inspections have been slow to progress this period; holidays have effected some inspection dates but all inspections should be carried out by end of period. The dates of the **tie**/BSC Senior Management joint safety tours have been agreed and are due to commence week 4 of this period.

Further to the Period 11 incidents regarding the use of lifting equipment adjacent to the Network Rail corridor, **tie** has completed an audit of BSC Rail Interface systems. Network Rail accompanied **tie** in these audits. There were 4 major findings from the audit centering the communication of roles and responsibilities.

Transport Edinburgh

Edinburgh Trams

Lothian Buses

FOISA

exempt

Yes

No

tie Ltd, Edinburgh Trams have been awarded the RoSPA Gold Award for Occupational Health and Safety. Gold Award winners have achieved a very high level of performance, demonstrating well developed occupational health and safety management systems and culture, outstanding control of risk and very low levels of error, harm and loss.

Environment

Invasive Species - Ongoing issue with regard to BSC pertaining to the works carried out by TCM. Comments have been received from BSC via John Darbyshire regarding the adequacy of previous treatments and have been passed to TCM for comment prior to formal response.

Post Excavation Report compiled July 2009 is to be clarified prior to the change panel 13th April 2010. John Lawson CECAS attended change panel in order that queries could be addressed. Report and cost estimate to be updated and resubmitted.

BSC Environmental Management Plan Revision 4 reviewed and commented on status remains Level B as the Construction Site Drainage Plan supplied by BSC does not meet requirements.

BSC (Mckean) carried out works in the environs of a Scheduled Ancient Monument (SAM) at Section 1A without full permission from Historic Scotland with regard to the works that were carried out. Works stopped until license was fully in place. Full license now in place and acceptable for the works to be carried out. Environmental incident recorded as a result of BSC removing boom from the Water of Leith allowing debris to enter the Forth ports area, the area was cleared and BSC were advised of the severity of this incident.

Deliver a Safe Tram (Quality)

Section	Activity	Data Checked					
		IDC	Hazards	ITP's	Design Variation / Change	As Built	Asset Register
Guided Busway	Trackform/Structural Concrete	0.5	On Hold	0.5	1	0.5	N/A
Edinburgh Park Bridge	Trackform /Earth Works	0.5	On Hold	1	1	1	N/A
Carrick Knowe	Earthing & Bonding	0.5	On Hold	1	1	0.5	N/A
PD	Total (y)	1.5	0	2.5	3	2	0
	Max Possible Total (y)	3	0	3	3	3	0
Total	Percentage P13	34%	69%	94%	74%	71%	50%
	Percentage P1	38%	69%	93%	77%	71%	50%

Key - Y = Evidence exists (1) N = No evidence exists (0) NA = Not applicable (-) P = Part evidence in place (0.5)

Three inspections carried out since last period report – Guided Busway, Edinburgh Park Bridge and Haymarket to Russell Road. J Ritchie attended the PSCC meeting on the 14th April 2010 and provided an update to the committee on the DaST strategy and recent audits.

Although Siemens have been progressing for the last month with the Building Fixings for OLE the Inspection and Test Plan for has only recently been formally issued by BSC to tie, week 4, period 1; this will now be reviewed.

Informal audit carried out on the current Princes Street documentation on the 7th April 2010. Although documentation not fully complete, it is currently progressing in a satisfactory manner. Interim as built drawings currently in place. Only civil work records up to the 29th November 2009 were provided for review.

Transport Edinburgh

Edinburgh Trams

Lothian Buses

FOISA
exempt
 Yes
 No

Meeting held with BSC on the 20th April 2010 to review all actions outstanding from the previous weekly DaST inspections and determine how they will be closed out and when; encouraging commitment given.

Audit TSA/09/04 "Operator Safety Management System" which was scheduled to take place on the 29th March 2010 was cancelled; to be rescheduled and TEL formally advised. TQA/BSC/02/2010 Carrick Knowe ITP audit carried out 13th April 2010. No major issues identified.

tie Supervisors checksheet is being developed and will be discussed, tested then formally communicated to all tie Supervisors.

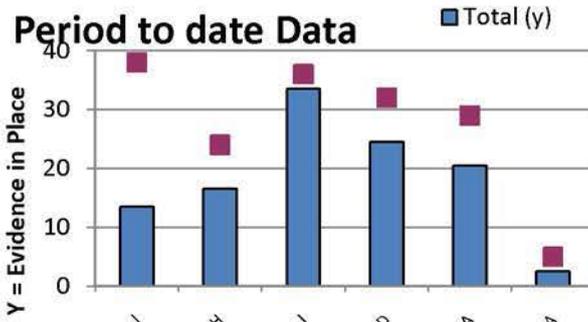
Design Hazard log to be divided, with specific hazards issued to individuals within the design team, by the end of April 2010.

An internal **tie** meeting was held to discuss a method for putting Princes Street through the **tie** Safety Verification Scheme. Further information will be available P2.

Infrastructure assets are currently being logged and recorded on an excel database. A presentation by Siemens on their preferred Asset Management System was held on 28th April. Once the system is in place the information on excel will be migrated across.

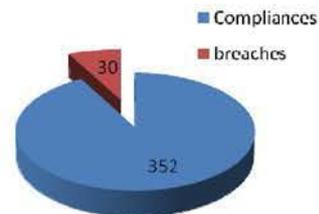
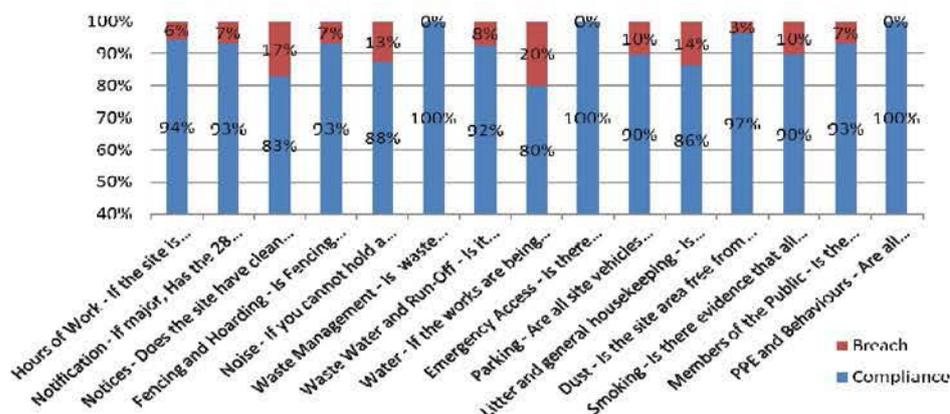
Action to be taken

- Continue to pursue BSC for actual date for formal issue of Asset Register.
- Run Princes Street wheel rail interface through the tie Safety Verification Scheme
- S. Smith/C. Kerr to finish updating SVS procedures and add to HSQE website.
- Develop and issue **tie** supervisors checksheet during period 2



Code of Construction Practice Period 1 comparison with P13

Period 13



Movement in Period

Compliance has risen over period 92% to 95% for Period 1

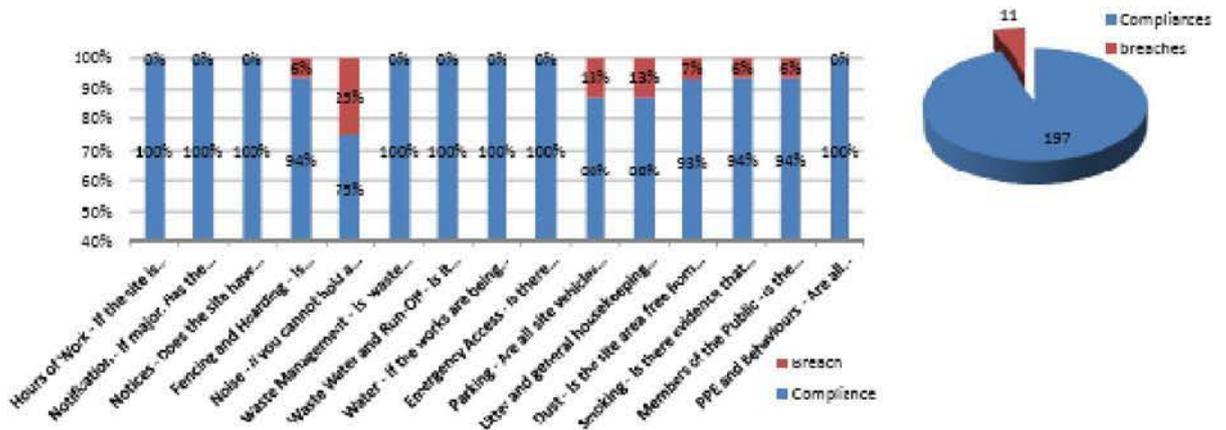
There has been an improvement in compliance with the following areas –

- Hours of work
- Notifications
- Notices – this is the first period that has shown 100% for the display of Tram signs
- Control of works near water

There has been a significant decrease in compliance in the following areas –

- Noise

Period 1



Actions

tie supervisors will target noisy activities and challenge the contractors to determine what noise control measures are in place.

7 Stakeholder and Communications

7.1 Media / Press Activity

Compared with last period and the media interest generated by the tram board and tram subcommittee meetings, press coverage has been quieter for Period 1.

The arrival of the first tram vehicle has generated a lot of media interest with widespread coverage in the Evening News, Scotsman and Herald. Broadcast coverage has also come in the form of GMTV's interview with Alastair Richards, BBC and STV news. Radio Forth and Real Radio attended the opening ceremony with Jenny Dawe and had the opportunity to interview other executives from the project. Significant attention to the arrival of the first vehicle has come from transport industry publications, which have all be issued with pictures from the opening ceremony as well as of the vehicles arrival to Princes Street on Sunday night.

Follow up enquiries have been taken regarding progress of the dispute however they were referred back to our statement after the Tram Board meeting. Several enquiries have come from the Evening News regarding outstanding utility work on The Mound and Baltic Street to which responses were given.

7.2 Public Information Planning

Branding along the tram route progresses with signage installed at the tram stop opposite Murrayfield Stadium two weeks ago.

Representatives from the Branding group recently met with BAA to discuss opportunities at Edinburgh Airport and we continue to work with Festivals Edinburgh in preparing to use the tram mock-up, currently sitting at the airport tram stop, as a welcome and information base during the Festival.

Plans continue with the design and installation of the Gogar Depot sign and the group is investigating the possibility of holding a young architects competition, working with The Royal Incorporation of Architects in Scotland, to produce a design for the Haymarket Gateway.

Artwork and signage locations have been agreed with Edinburgh Park and Ocean Terminal management teams and signs will soon be installed.

7.3 Partner and Stakeholder Communications

During Period 1 notifications were issued for works in the following areas:

- Annandale to York Place utility works
- Lindsay Road utility work and nightshift work
- The Mound Scottish Water work
- Stenhouse Drive Scottish Power jointing work
- South Leith Parish Church wall rendering

The Tramformer school initiative has taken kids from primary schools in Edinburgh on site tours since August last year. The educational material given to each primary 6 tramformer is now being developed for use as a library resource. It is possible that the further school trips to tram work sites will continue after the summer break.

The placing of the first tram vehicle on Princes Street will be captured in the May photo update which is currently being compiled. An update version of the Tramfacts booklet has been ordered in keeping with our change in branding and with minor amendments to some of the wording. The latest issue of Tramlines, our internal newsletter, was also sent to employees on Friday 23rd April and contains information on the projects new branding strategy amongst employee achievements and reminders.

Communication between businesses and residents continued on a daily basis including the usual stakeholder engagement with the Leith Business Association, West End Traders as well as the Regent and Royal Terrace residents group.

7.4 Website / Internet Communications

Visits to www.edinburghtrams.com this period are 18,856. While a slight reduction on last period, this can be attributed to a lower entry figure via our podcast and visual content pages. New content is now available at the time of writing and should be reflected next period.

There has been an increase to 662 facebook 'fans' and 670 twitter followers. Links to new content on www.edinburghtrams.com posted on social media sites remains one of the most effective ways of connecting people with information quickly.

While video podcast views remain high at 2492 for downloads available from www.edinburghtrams.com, there is a slight reduction on last period's traffic to the site drawn in by video content.

Local updates and our interactive route map are the top pages on the main site, viewed 12455 times and 8368 times respectively in this period.

Social media activity remains an important tool for drawing users to the site. While social media links are a popular entry point for www.edinburghtrams.com there is a high incidence of users subsequently browsing information thereafter, typically checking local updates before leaving. These components are an essential part of the user journey into more detailed information on the project and have the greatest overall impact on site traffic.

"Local Updates" on construction work, traffic management and the route alignment remain in first place for RSS alerts this period.

7.5 Logistics

The logistic team are now working on Haymarket Terrace as a consequence of the various traffic diversions around the area as well as the general Haymarket to Palmerston Place works.

Specific areas where there are still mass barriers and coning, notably sections of Leith Walk and Princes St, are still being serviced by the team. With the first tram vehicle now situated on Princes Street the logistics teams now maintain a presence throughout the day to assist with any jobs that may occur.

Freedom of Information Requests

Currently there are 3 FOI requests in the process of being compiled, while there is 2 FOI requests under review.

7.6 Customer Service Activity

Period 1 customer service activity reached a total of 338 incoming enquiries over the last four weeks, significantly less than Period 13's total of 422. A stark contrast can also be seen in the

Transport Edinburgh

Edinburgh Trams

Lothian Buses

FOISA

exempt

Yes

No

weekly totals as they dipped from 112 after week 1 to remain consistently low in the 70s for weeks 2, 3 and 4. Compared with Period 13 the difference is clear to see as weekly totals for during that four week period number over 100 for 3 weeks and 90s during week 3.

Emails and phone calls continue to remain the prominent channels of correspondence with 157 and 149 contacts being logged through each. Face to Face correspondence doubled during Period 1 to 20 contacts, however still remains low due to the lack of interface with businesses and residents as a result of the utility work coming to an end in the city centre and the tramwork phase yet to start. The number of letters received dropped to 6 during Period 1, down from 7 in Period 13.

Information Requests made up 300 of the contacts for Period 13, once again the majority of all correspondence which were concerned with a range of issues. The largest drop in correspondence has come Information Requests which logged 364 during the last period. This left 38 contacts to be distributed across the remaining subjects of correspondence. COCP Complaints also increased by 5 this period from 11 in Period 13. The main areas for the remaining contacts were Employment (3), Complaints (7), Land and Property (5) Building Fixings (2), Utilities (2), Logistics (1).

a) Transport Scotland - Monthly Customer Service Report 29/03/2010 - 23/04/2010

Item	Volume Month	Volume (Cumulative from 21/11/08)	Performance (Month)	Performance (Cumulative)	Target Performance
Telephone response	156	4267	93	97	90% in 30 seconds
Telephone Same day resolution	149	4104	96	96	Info only
Email acknowledgement	115	2508	100		100% acknowledged within 24 hours
Email response			100	99	90% resolution in 7 days
Email same day resolution	103	2182	89	91	Info only
Letter acknowledgement	5	180	100		100% acknowledgement within 24 hours
Letter response			100	95	100% resolution in 7 days
Total Enquiry Volumes	277	6955			
Website update	67	1390	100	100	Weekly

b) Out of Standard/Work in Progress statement at month end 23 Apr. 2010

		Volume of WIP @ m/end	Oldest date	Oldest Issue	Handled By
M/e 23 Apr. 2010	Email	0	N/A	N/A	N/A
	Letters	0	N/A	N/A	N/A
	Calls	1	13/04/2010	Signage	Colin Neil/Andy Scott

c) Monthly Notifications Performance 29/03/10 to 23/04/2010 and Cumulative from 21 November 2008

0 Major notifications
 15 Minor notification – 13 in standard and 2 out of standard.
 0 Emergency notifications

Notification Type	Work Site		Notifications	% in Standard
	Month			
Major works	Month	Notifications	0	
		In Standard	N/A	N/A
	Cumulative	Notifications	15	
		In Standard	6	67
Minor Works	Month	Notifications	15	
		In Standard	13	87
	Cumulative	Notifications	170	
		In Standard	139	82
Emergency	Month	Notifications	0	
		In Standard	N/A	N/A
	Cumulative	Notifications	14	
		In Standard	14	100

Section	Activity	Data Checked					
		IDC	Hazards	ITP's	Design Variation / Change	As Built's	Asset Register
Guided Busway	Trackform/Structural Concrete	0.5	On Hold	0.5	1	0.5	N/A
Edinburgh Park Bridge	Trackform /Earth Works	0.5	On Hold	1	1	1	N/A
Carrick Knowe	Earthing & Bonding	0.5	On Hold	1	1	0.5	N/A
PD	<i>Total (y)</i>	1.5	0	2.5	3	2	0
	<i>Max Possible Total (y)</i>	3	0	3	3	3	0
Total	Percentage P13	34%	69%	94%	74%	71%	50%
	Percentage P1	36%	69%	93%	77%	71%	50%

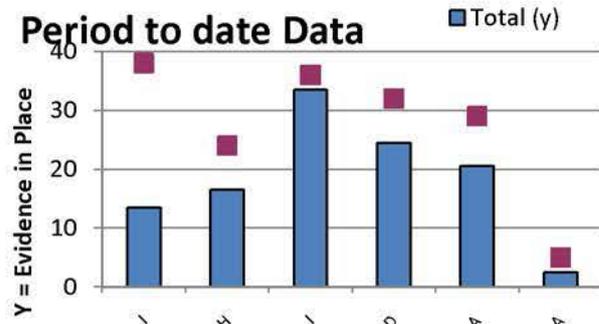
Key - Y = Evidence exists (1) N = No evidence exists (0) NA = Not applicable (-) P = Part evidence in place (0.5)

1.0 Deliver a Safe Tram Key Metrics

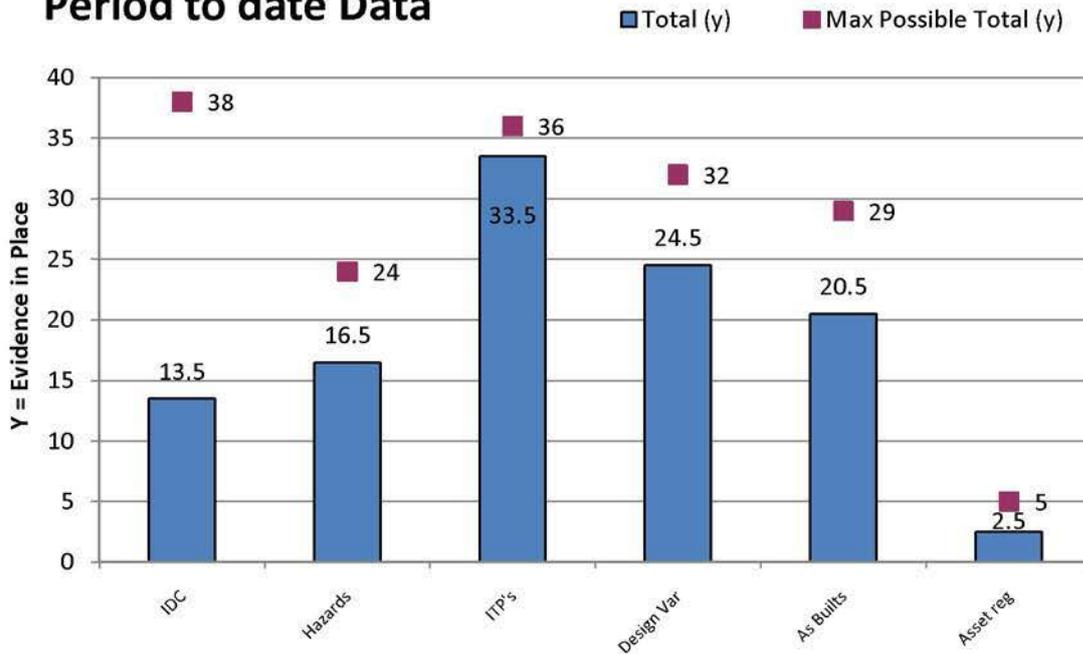
- Three inspections carried out since last Period Report – Guided Busway, Edinburgh Park Bridge and Haymarket to Russell Road. J Ritchie attended the PSCC meeting on the 14th April 2010 and provided an update to the Committee on the DaST strategy and recent audits.
- Although Siemens have been progressing for the last month with the Building Fixings for OLE the Inspection and Test Plan has only recently been formally issued by BSC to **tie**, Week 4, Period 1; this will now be reviewed.
- Informal audit carried out on the current Princes Street documentation on 7th April 2010. Although documentation not fully complete, it is currently progressing in a satisfactory manner. Interim as built drawings currently in place. Only civil work records up to 29th November 2009 were provided for review.
- Meeting held with BSC on 20th April 2010 to review all actions outstanding from the previous weekly DaST inspections and determine how they will be closed out and when; encouraging commitment given.
- Audit TSA/09/04 “Operator Safety Management System” which was scheduled to take place on 29th March 2010 was cancelled; to be rescheduled and TEL formally advised. TQA/BSC/02/2010 Carrick Knowe ITP audit carried out 13th April 2010. No major issues identified.
- tie** Supervisor's Checksheet is being developed and will be discussed, tested, then formally communicated to all **tie** Supervisors.
- Design Hazard log to be divided, with specific hazards issued to individuals within the design team, by the end of April 2010.
- An internal **tie** meeting was held to discuss a method for putting Princes Street through the **tie** Safety Verification Scheme. Further information will be available Period 2.
- Infrastructure assets are currently being logged and recorded on an Excel database. A presentation by Siemens on their preferred Asset Management System was held on 28th April. Once the system is in place the information on Excel will be migrated across.

1.1 Deliver a Safe Tram – Required Action

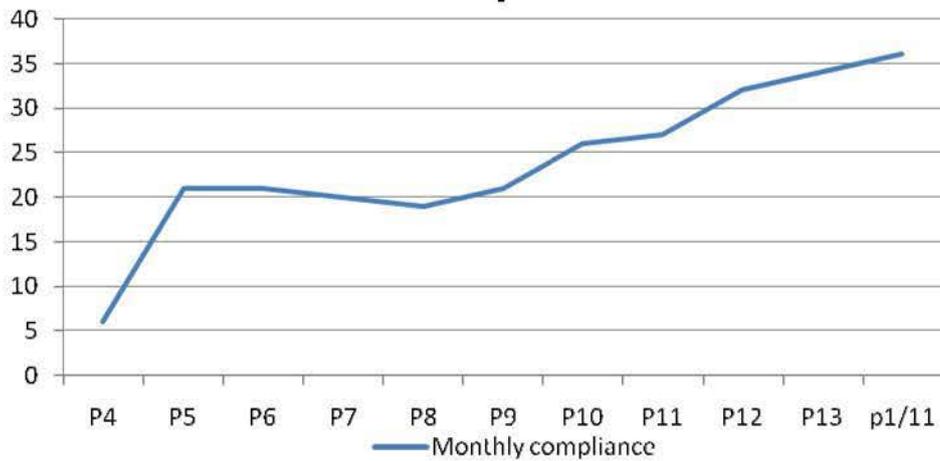
- Continue to pursue BSC for actual date for formal issue of Asset Register.
- Run Princes Street wheel rail interface through the **tie** Safety Verification Scheme
- S. Smith/C. Kerr to finish updating SVS procedures and add to HSQE website.
- Develop and issue **tie** supervisors checksheet during Period 2



Period to date Data



IDC Compliance



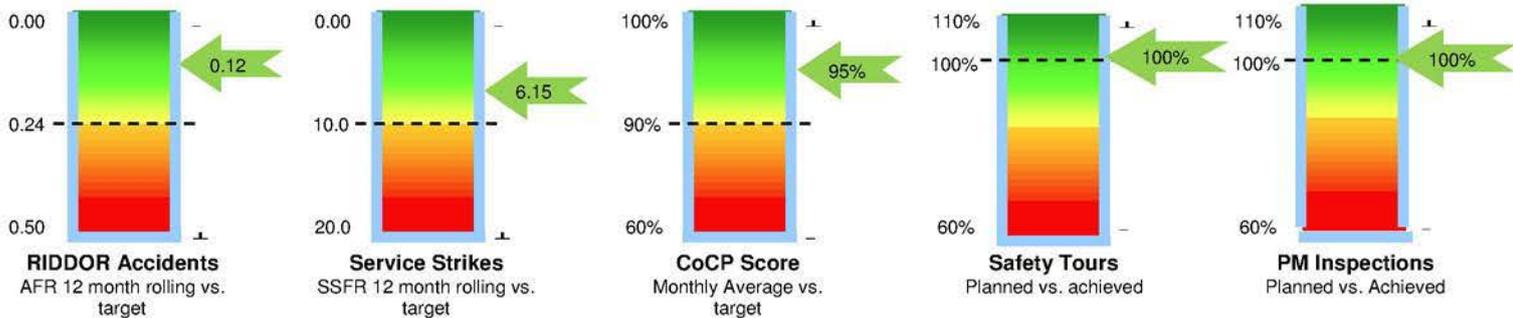


Deliver the Tram Safely

Company Report – Period 1 ^{10/11}

HS&E ACCIDENTS and INCIDENTS SUMMARY

Total	Total Hours	>3 day	Major	Injury	NM/Unsafe Condition	Service Damage	ENV	RTA	MOP	AFR	SFR
Period	106,131	0	1	3	21	4	0	1	4	0.94	3.77
13 period rolling	1,643,014	1	1	31	216	101	20	8	54	0.12	6.15
BSC											
Period	73,755	0	1	2	11	0	0	0	2	1.36	0.00
13 period rolling	931,938	0	1	17	82	31	10	2	25	0.11	3.33
Other Tram including MUD2											
Period	17,162	0	0	1	9	4	0	1	2	0.00	23.31
13 period rolling	140,056	1	0	2	68	20	8	1	6	0.71	14.28
Carillion											
Period	836	0	0	0	1	0	0	0	0	0.00	0.00
13 period rolling	337,892	0	0	12	66	50	2	5	23	0.00	14.80



EXECUTIVE SUMMARY

- There has been 1 reportable accident during Period 1 where an incident on the Guided Busway resulted in a Siemens sub-contractor receiving bruising to the leg and a hairline fracture to the 4th lumbar vertebrae. The rolling 13 period AFR is 0.12 well below the target of 0.24 for the project. Clancy and Farrans are still reporting Zero AFR.
- The frequency for Service Strikes for MUD contractors has increased from the previous Period, however the 13 period rolling SFR is still decreasing and is 6.15 against a target of 10 strikes per 10,000hrs worked.
- **tie** joint inspections have been slow to progress this period; holidays have affected some inspection dates but all inspections should be carried out by end of period. The dates of the **tie**/BSC Senior Management joint safety tours have been agreed and are due to commence week 4 of this period.
- Further to the Period 11 incidents regarding the use of lifting equipment adjacent to the Network Rail corridor, **tie** has completed an audit of BSC Rail Interface systems. Network Rail accompanied **tie** in these audits.
- **tie** Ltd, Edinburgh Trams have been awarded the RoSPA **Gold** Award for Occupational Health and Safety. Gold Award winners have achieved a very high level of performance, demonstrating well developed occupational health and safety management systems and culture, outstanding control of risk and very low levels of error, harm and loss.



Deliver the Tram Safely

Company Report – Period 1 10/11

HS&E INSPECTIONS SUMMARY (a summary of significant inspection findings can be found in appendix B)

Project Running Totals	HS&E Tours	HS&E PM Inspection
Number planned	6	13
Number achieved	6	13

HSQ&E KEY ACHIEVEMENTS

- Gold RoSPA Awarded to **tie** for exemplary standards and protocols for Health and Safety
- Continuing improved communication/relationship between **tie** and BSC HSQE departments has been noted by both parties.
- HSQE web site presentation carried out at Edinburgh Park
- Successful abandonment of gas main in Constitution Street
- Setting up and commencing operations on Tower Bridge
- Site Access arrangements with BSC now agreed.

HS&E KEY ISSUES/ AREAS OF CONCERN/ GENERAL NOTES

- Guided Busway Incident – A Machine Controller (Banksman) was standing in-between an excavator and a trailer/wagon mounted upon the new tram tracks. The operative was assisting the coupling of the excavator with the trailer. The Excavator was lifting the tow bar with a grab; the tow bar slipped from the grab, the grab moved and crushed the operative's leg between the trailer and the grab. The operative also fell. The injuries suffered were bruising to the leg and a hairline fracture to the 4th lumbar vertebrae. See Appendix A for further details.
- Concerns were raised regarding pedestrian management at York Place and Lindsay Road, a review of the concerns has taken place with Aecom, Clancy and Class One, implementation plans will be reviewed by **tie** and a further review of pedestrian management after installation will be formally carried out by Class One and the relevant Contractor.
- Guidance has been developed and issued to contractors and PMs detailing the standard of cable protection for temporary signal heads.
- An internal audit was carried out by Deloitte to review the Health and Safety Control Environment. The audit found evidence of a generally robust approach to health and safety comparable to industry good practice. There were 3 medium findings and 3 low findings. The report will be presented to the TEL Board SHE Committee and Audit Committee.
- **tie** has carried out a Health and Safety audit on BSC compliance with the approved Network Rail Construction Phase Plan. 4 Major findings were agreed and BSC are in the process of closing out these findings. The majority of the findings focused on the way the relevant information was cascaded down throughout the consortium and its sub-contractors. The report once completed will be copied to Network Rail
- CoCP training carried out to BSC (McKean) and Farrans staff and operatives by **tie**. Ongoing training will be carried out by **tie** team.
- Works Section Plans trial ongoing at depot, initial feedback from site is good. Full review to be carried out in Period 2.
- **tie** and BSC have agreed the protocol for **tie** management visiting sites. A number of **tie** personnel will become authorised to visit sites unescorted. The agreed protocol is being rolled out to relevant site staff.
- BSC near miss reporting has increased since last period **tie** will continue to monitor and discuss at the weekly H&S meeting.

SIGNIFICANT RISKS FOR THE NEXT PERIOD

RISK	ACTION
<ul style="list-style-type: none"> • Work to and near to Gas Mains - Russell Road piling • Concrete works at Haymarket Viaduct, including the provision for temporary works/falsework • Continuation of Utility Works at Haymarket • Continuation of Utility Works at York Place • New batch of NR possessions by Siemens will commence in Period 2. • Continued ramping up of resources and contractors in depot area. 	<ul style="list-style-type: none"> • Safe Systems in place by contractors, tie safety monitoring execution of works periodically. • Safe Systems in place by contractors • TMRP approval in place • TMRP approval in place • tie 3rd party rep and NR interface/possession meetings continuing • Section plan trail ongoing as is BSC interface meetings.



Deliver the Tram Safely

Company Report – Period 1 10/11

ENVIRONMENTAL SUMMARY

List any significant environmental events, initiatives, breaches etc

- Ongoing issue with regard to BSC pertaining to the works carried out by TCM. Comments have been received from BSC via John Darbyshire and have been passed to TCM for comment prior to formal response.
- Post Excavation Report compiled in July 2009 is to be clarified prior to the change panel of 13th April 2010. John Lawson CECAS attended change panel in order that queries could be addressed.
- BSC Environmental Management Plan Revision 4 reviewed and commented on status remains Level B as the Construction Site Drainage Plan supplied by BSC does not meet requirements.
- There has been no response from BSC regarding the **tie** environmental audit that was carried out during Period 12.
- BSC (McKean) carried out works in the environs of a Scheduled Ancient Monument (SAM) at Section 1A without full permission from Historic Scotland with regard to the works that were carried out. Works stopped until license was fully in place. Full license now in place and acceptable for the works to be carried out.
- Environmental incident recorded as a result of BSC removing boom from the Water of Leith allowing debris to enter the Forth ports area, the area was cleared and BSC were advised of the severity of this incident.
- Prior to starting works in a new area PM's to advise HSQE department in order that all environmental issues are highlighted, specifically Archaeology, this is particularly important in areas where archaeology has been encountered and not previously expected.

QUALITY SUMMARY

List any significant quality events, initiatives, breaches etc

- Utility Handover Procedure developed and issued to Clancy and Farrans in order that a standard method is adopted throughout the utility works. Both contractors have agreed to work to the procedure which will be formally issued week 4 Period 1.
- Formal letter sent by Michael Blake regarding the lack of as built information received from Turriff. Currently awaiting a response.
- ITP review of Princes Street handover documents were informally audited on the 7th April 2010. Records currently progressing towards completion.
- Ongoing works being carried out to ensure/assist MUDFA team with the collation of records for works carried out by Carillion.
- Audit TSA/09/04 Operator Safety Management System scheduled to take place 29th March 2010 was cancelled, this audit will be rescheduled and TEL will be formally advised.
- TQA/BSC/02/10 Carrick Knowe ITP audit carried out on the 13th April, report issued to BSC, awaiting response.

BEST PRACTICE

List any significant quality events, initiatives, breaches etc

- BSC noise and vibration monitoring records have been sent to CEC, The noise monitoring records being kept are identifying where a review of their methodology to ensure compliance with CoCP targets is required.
- The ongoing noise and vibration monitoring is proving an excellent tool for managing potential interface problems with MOP/statutory undertakers. At Tower Bridge BSC were able to ask Scottish Power about a potential effect a known level of vibration from the adjacent piling rig would have on their sub-stations, SP confirmed that the levels recorded were within acceptable parameters to their equipment.



Deliver the Tram Safely

Company Report – Period 1 10/11

MEMBER OF PUBLIC INTERACTION SUMMARY

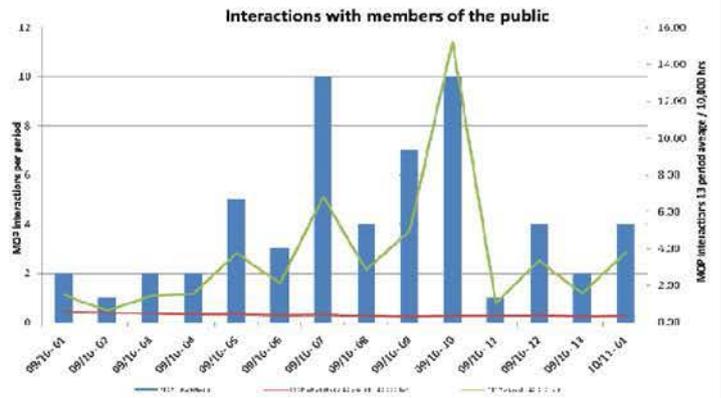
List any significant interactions with members of the public, including RTA's, alleged incidents

MOP sustained injury when her bicycle slipped on a tram track in Princes Street.

A phone call was received from the Mercat Bar reference an incident where Turriff, working directly for tie carrying out gas abandonments dislodged a stone in the cellar roof. This caused some small debris falling into the Mercat's office.

Damage to cellar roof at 21 Maitland Street by Turriff working direct for SGN.

Complaint about noise at Forth Ports area was received on Saturday 11th April

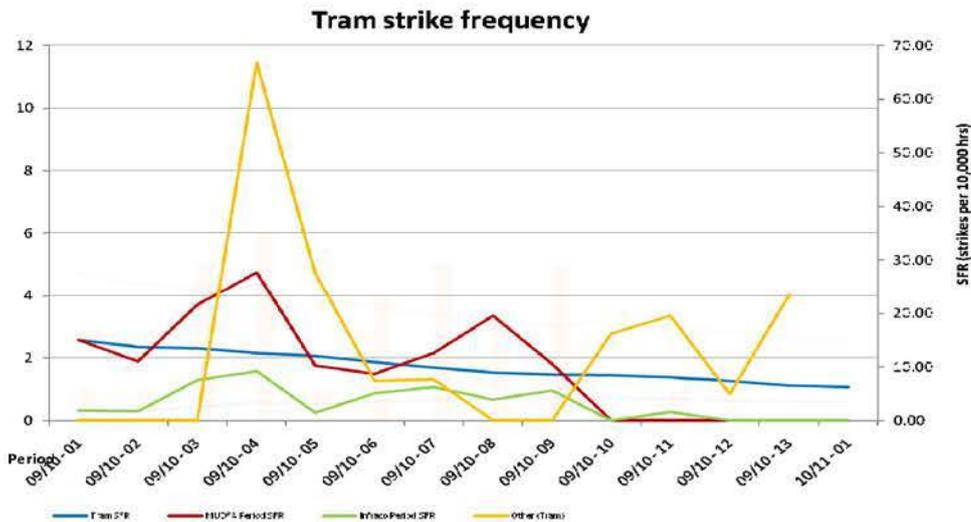
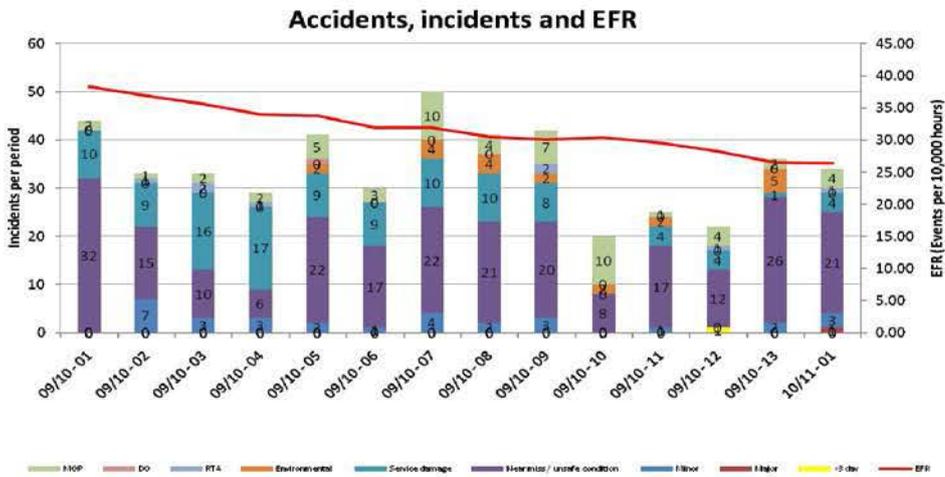
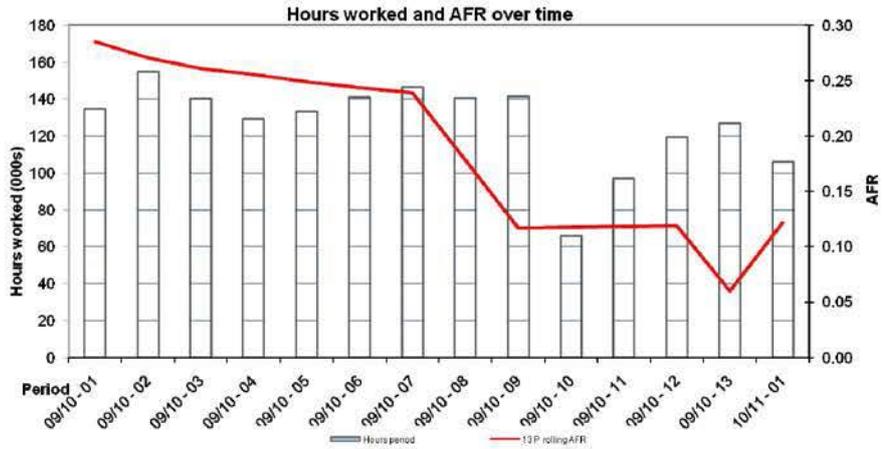


CDM Compliance

List any significant quality events, initiatives, breaches etc

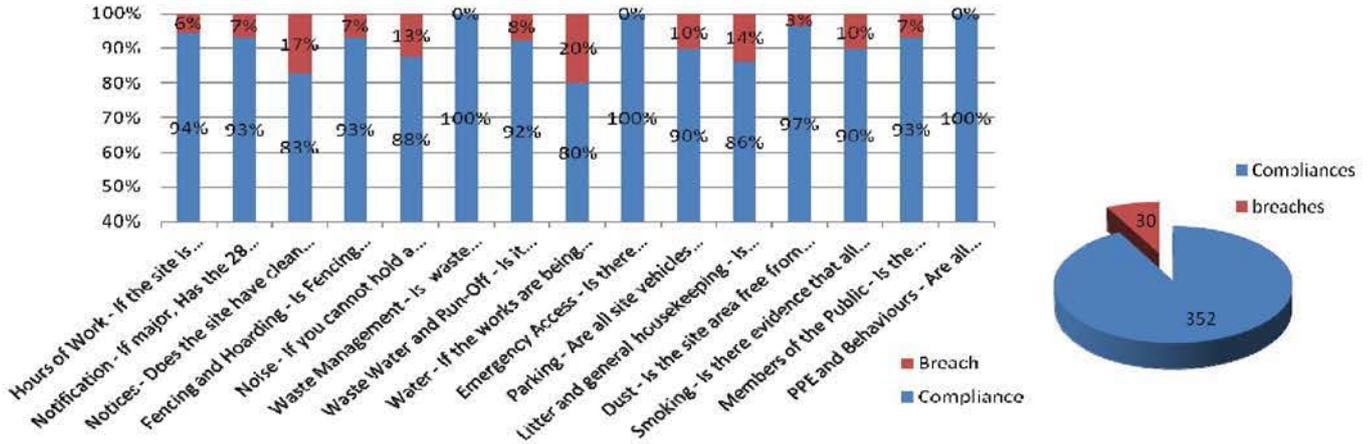
- Approved contractor list has been expanded to accommodate additional tender candidates. The list now extends to 39 companies
- SDS now on approved list after information was located confirming that Health and Safety had been considered during the original appointment process.
- Pre-construction info packs have been prepared and issued for tenders for
 - SRU accommodation works
 - Plate 15 to 17 – Utility Diversions(Baltic street/Constitution St)
 - Alteration and Amendment of 5 No. Side Entry Manholes at Constitution Street and Ocean Drive.
 - Now preparing/updating Road 7 & 8 pre-construction information pack
- A tracker of actions observed through the inspections has been produced which will help to demonstrate monitoring and continued improvement of the discharge of CDM. A number of CDM inspections are planned for Period 2.

GRAPHS



APPENDIX B – INSPECTIONS

Period 13



Movement in Period

Compliance has risen over period 92% to 95% for Period 1

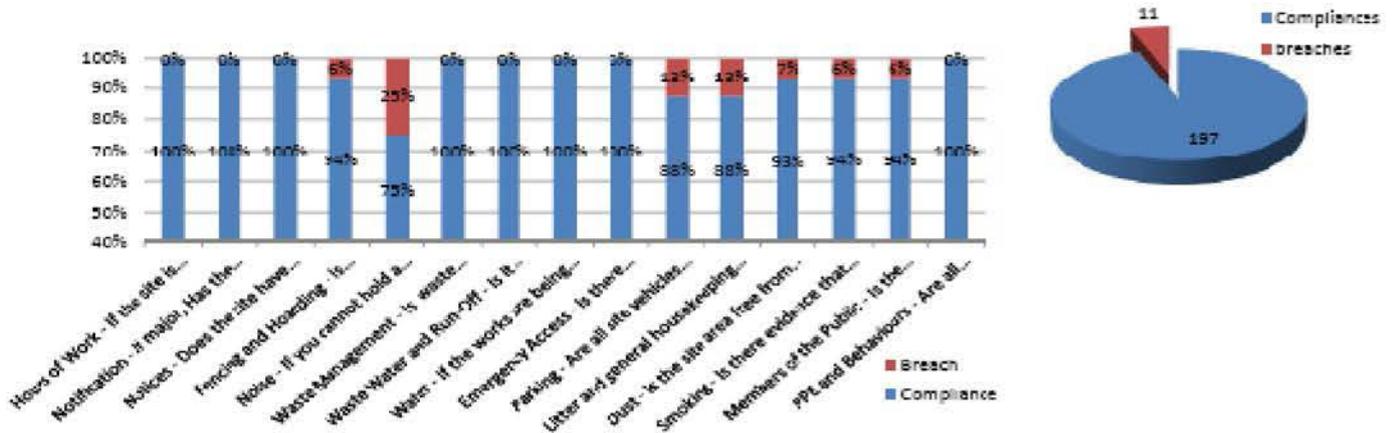
There has been an improvement in compliance with the following areas –

- Hours of work
- Notifications
- Notices – this is the first period that has shown 100% for the display of Tram signs
- Control of works near water

There has been a significant decrease in compliance in the following areas –

- Noise

Period 1



Actions

tie supervisors will target noisy activities asking the contractors to explain their noise control measures.