



Transport Edinburgh
Edinburgh Trams
Lothian Buses

Tram Project Board
Report on Period 8
Papers for meeting 18th November 2009

10:00am – 1:00pm following the tie Board meeting

Distribution:

Members and attendees

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

Cllr Phil Wheeler
Stewart McGarrity
Cllr Allan Jackson
Cllr Gordon Mackenzie
Brian Cox
Peter Strachan

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

In addition – for information only

Cllr Maggie Chapman
Andy Conway
Norman Strachan
Iain Coupar
Susan Clark

Cllr Tom Buchanan
Frank McFadden
Alan Coyle
Gregor Roberts

Dennis Murray
Ailie Wilson
Jim McEwan
Gill Lindsay

TRAM PROJECT BOARD

Transport Edinburgh

Edinburgh Trams

Lothian Buses

FOISA exempt

Yes

No

Contents	Page
Agenda Joint Tram Project Board / tie Board	4
Tram Project Board Minutes 21/10/09.....	5
Project Directors' Report	12
Papers for Consideration Period 8 2009/10.....	17
Primary Risk Register	27
Period 8 Transport Scotland Report Sections 2-7	30

Agenda Tram Project Board

Brunel Suite – Citypoint, 2nd Floor

18th October 2009 – 10.00am to 1.00pm following the tie Board meeting

Attendees:

David Mackay (Chair)	Cllr Phil Wheeler	Donald McGougan
Bill Campbell	Richard Jeffrey	Dave Anderson
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	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 8
 - Change Requests & Risk Drawdown (paper in pack)
 - Additional Papers for TPB Consideration (papers in pack)
 - 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 – 16th December 2009
- 5 AOB

Edinburgh Tram Network Minutes

STRICTLY PRIVATE AND CONFIDENTIAL

Tram Project Board

21st October 2009 (09:35 to 12:45)

tie offices – Citypoint II, Brunel Suite

Members:			
David Mackay (Chair)	DJM	Bill Campbell	WWC
Richard Jeffrey	RJ	Donald McGougan	DMcG
In Attendance:			
Steven Bell	SB	Cllr Gordon McKenzie	GMcK
Stewart McGarrity	SMcG	Cllr Ian Perry	IP
Brian Cox	BC	Cllr Phil Wheeler	PW
Graeme Bissett	GB	Bob Cummins (Part Time)	BC
Andy Conway	DA	David Crawley (Part Time)	DC
Alastair Richards	AR	Mandy Haeburn-Little	MHL
Neil Scales	NS	Alasdair Sim (minutes)	AS

Apologies:

Cllr Alan Jackson, Marshall Poulton, Dave Anderson, Kenneth Hogg, Peter Strachan

1.0	Introduction, Review of Previous Minutes and Matters Arising	
1.1	DJM opened the meeting and acknowledged the apologies for those members unable to attend the meeting.	
1.2	<p>Review of Actions from previous meeting held on 23 September:</p> <ul style="list-style-type: none"> ▪ Item 3.5: Action completed. SB covered this topic during his Project Director's review to the Board. ▪ Item 4.1: Action completed. A paper is provided in the Period 7 TPB Pack. ▪ Item 5.1: Action completed. MHL presented to the Board, and this is covered off in later sections of this minute. ▪ Item 6.1: Action completed. ▪ Item 8.1: Ongoing Action. GB updated the Board on the Governance arrangements, confirming that CEC are poised to confirm the first phase transfer of tie shares to TEL, and the composition of the TEL Board. The process to deliver the second phase proposals will be progressed with CEC during November 2009. It was confirmed that the contract extension for the current 4 Non-Executive Directors of tie has been ratified by Council. ▪ Item 9.2: Ongoing Action. AR/SMcG to arrange a separate presentation with DA, and report back to the TPB via the Benefits Realisation & Operational Readiness Sub-Committee. 	AR/ SMcG
1.3	<i>The minutes of the Tram Project Board Meeting of 23 September 2009</i>	Note

	<i>were approved.</i>	
1.4	Matters Arising: NS to arrange a presentation to the Board on Smartcard technology. DJM and RJ to identify a date for this presentation and to ensure that key participants from LB/TEL are invited to attend.	DJM/RJ
2.0	Chief Executive's Summary	
2.1	RJ provided a summary to the Board of his recent meetings with the new Bilfinger Berger Civils Board Director (David Darcy), noting that the three meetings that have been held to date have been encouragingly productive and positive at this early stage. DJM echoed this view, noting that there is still much work to be done. RJ went on to provide an overview to the Board on the Five Key Business Priorities, noting that each of these would be covered off in more detail during the presentations.	
3.0	Building the Tram	
3.1	<u>HSQE</u> BC presented a series of slides to the Board. The key points arising from the discussions were: <i>Deliver a Tram Safely</i> <ul style="list-style-type: none"> ▪ No reportable accidents occurred during Period 7 and the AFR has reduced to 0.24 which is in line with the target for 2009/10. ▪ There has been an increase in the number of near misses being reported to tie (for both utilities and track works), but the majority of these are not from the contractors and are therefore not conducive to a positive reporting culture ▪ BC noted however, that credit to BSC is warranted on the Princes Street site, given the large number of operatives working within a relatively confined area with multiple activities on the go at the same the same the same time. This should be encouraged in the New Year as many more worksites across the city will be starting up simultaneously. <i>Deliver a Safe Tram</i> <ul style="list-style-type: none"> ▪ BC noted that whilst there has been evidence in Period 7 that BSC are undertaking Interdisciplinary Design Checks, this is still not up to tie expectations. ▪ Of the metrics measured, BSC have only been able to provide satisfactory evidence that that Inspection and Test Plans and As Built drawings checks are being undertaken to the required levels at this point. ▪ BC reported that BSC are scheduled to give a presentation on design assurance to tie/TEL during November, prior to a meeting with the Office of Rail Regulation (ORR) and the Independent Competent Person (ICP). ▪ Some rework has been undertaken on Princes Street as a result of poor integration, and this has been raised at a senior level with BSC. ▪ DJM noted that the Board recognises the significance of this Design Assurance process in delivering an integrated transport system, and that tie will be pushing hard over the next 6 to 12 months to ensure that BSC meet their contractual obligations in this regard, with more in the field 	

	<p>checks initiated by tie to validate BSC's system on an ongoing basis.</p> <p><i>Code of Construction Practice Monitoring</i></p> <ul style="list-style-type: none"> ▪ Compliance monitoring with the COCP continues, and evidence from Period 7 indicate improving trends. Accurate and visible site notices remain an area for improvement. ▪ COCP remedial action plans are published on the project website, and reporting will continue on a period by period basis. ▪ CEC are more engaged in the approval of COCP relaxations, and it was noted that programme recovery is not a valid reason to apply for a relaxation. AC noted that from a CEC perspective, the Council is bound by statute in regard to noise and other environmental regulations, and these are taken under consideration in reviewing applications for COCP relaxations. 	
3.2	<p><u>Overview of Current Progress (Utilities)</u></p> <p>SB reported that 98% of Carillion works have now been completed. Key challenges remain at Haymarket and Broughton Street, with substantial completion anticipated in December and early in the New Year respectively. SB noted that it is possible that tie may still seek relaxations to the Christmas Embargo for these specific targeted locations, and this will be discussed with CEC, TOG and other stakeholder groups.</p> <p>tie are currently discussing range of options with Carillion regarding an exit from the contract, and commercial discussions are underway regarding future D&D claims from Carillion and SB referred to the relevant section in the TPB papers. It was noted that independent assessment of the likely value of the CUS claim, have validated the estimates prepared internally by tie, based on the information provided</p> <p>The tender for the remaining utilities diversion works in Section 1A has been awarded to Farrans Utilities. This contract was awarded following from confirmation from DA. The contract value is within the target budget and works will commence 9 November 2009, with completion anticipated at the end of April 2010.</p> <p>Ongoing betterment contributions from the various SUC's were discussed, and it was agreed that SB will prepare a report for DMcG & the Board on a quarterly basis.</p>	SB
3.3	<p><u>Overview of Current Progress (Infraco)</u></p> <p>Progress on Princes Street is at 77% and the completion date for the current phase remains the weekend of 28/29 November 2009. Daily reviews on progress and actions have been initiated, but concerns remain about the willingness of the contractor to quickly resolve unforeseen on-site problems and issues without an instruction.</p> <p>SB reported on good progress on the Edinburgh Park Viaduct (77%) and Gogarburn Bridge (65%) and that steelwork erection at the Depot has commenced and is well underway (10%) in the Period. Overall progress across the route is at a disappointing 9%.</p>	
3.4	<p><u>Change Requests and Risk Drawdown</u></p> <p>SB submitted a risk drawdown request (7 individual items) for a combined sum of £1.96m in Period 7. Board approval is sought for Change item COP161,</p>	

	<p>additional costs in regard to the diversion of Burnside Road at Edinburgh Airport (value of change £1.5m), a separate paper on this item is contained in the Board Report. It was agreed that SB will prepare a report detailing the consolidated information and audit trail leading to this change and submit this to DJM. It was noted that Board Approval to this change will be subject to submission of this report.</p> <table border="1" data-bbox="300 451 1323 798"> <thead> <tr> <th>Reference</th> <th colspan="2">Purpose & Value</th> </tr> </thead> <tbody> <tr> <td>COP135</td> <td>Access at New Ingliston</td> <td>£5,828</td> </tr> <tr> <td>COP155</td> <td>Traffic Sergeant Costs for Traffic Management for the period 1 March 2009 to 28 February 2010</td> <td>£46,386</td> </tr> <tr> <td>COP160</td> <td>Archaeological Works – Phase 1</td> <td>£273,000</td> </tr> <tr> <td>COP161</td> <td>Burnside Road Diversion (Raynesway)</td> <td>£1,505,536</td> </tr> <tr> <td>COP162</td> <td>Burnside Road Utilities Diversions (Farrans)*</td> <td>£639,200</td> </tr> <tr> <td>COP173</td> <td>ETN-002 Edinburgh Park Bridge Abutments</td> <td>£52,389</td> </tr> <tr> <td>COP174</td> <td>Leith Walk Testing of Carriageway</td> <td>£15,452</td> </tr> <tr> <td></td> <td></td> <td>£1,962,791</td> </tr> </tbody> </table> <p>*Note that £575,000 of COP162 is an internal transfer from MUDFA to INFRACO, the remaining £62,400 is to be drawn from the Project Risk Allowance.</p> <p>RJ reported that a change request for £50K to support the marketing for the opening of Princes Street would be submitted through the change control process during Period 8. The Board will be requested to approve this at the next TPB. Approval in Principle was granted.</p> <p><i>The Board noted the Change Control Status at Period 7, and approval of COP161 is subject to the provision of a consolidated report on this change.</i></p>	Reference	Purpose & Value		COP135	Access at New Ingliston	£5,828	COP155	Traffic Sergeant Costs for Traffic Management for the period 1 March 2009 to 28 February 2010	£46,386	COP160	Archaeological Works – Phase 1	£273,000	COP161	Burnside Road Diversion (Raynesway)	£1,505,536	COP162	Burnside Road Utilities Diversions (Farrans)*	£639,200	COP173	ETN-002 Edinburgh Park Bridge Abutments	£52,389	COP174	Leith Walk Testing of Carriageway	£15,452			£1,962,791	<p>DJM/ SB</p>
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<p>3.5</p>	<p><u>DRP Update</u> SB reported that 7 items are now formally in dispute; one has been determined in favour of tie, 4 have been referred by tie and are in process, and 2 items referred by BSC. In summary:</p> <table border="1" data-bbox="300 1281 1323 1564"> <thead> <tr> <th>DRP No.</th> <th>Subject</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>Hilton Hotel Car Park</td> <td>Determined in favour of tie</td> </tr> <tr> <td>4</td> <td>EOT1</td> <td>Mediation 22/23 Oct</td> </tr> <tr> <td>5a</td> <td>Gogarburn</td> <td>Decision expected 16/11</td> </tr> <tr> <td>5b</td> <td>Carrick Knowe</td> <td>Decision expected 16/11</td> </tr> <tr> <td>5f</td> <td>Haymarket Viaduct</td> <td>Position papers TBC</td> </tr> <tr> <td>5c(b)</td> <td>Russell Road</td> <td>Intended adjudication</td> </tr> <tr> <td>A</td> <td>MUDFA Rev 8</td> <td>Mediation 5/6 November</td> </tr> </tbody> </table> <p>SB outlined the future items to be considered for DRP, noting that a BDDI to IFC remains a key issue common to many of the outstanding matters. Resolution on EOT1 will set the tone for future extension of time claims from BSC. The remaining DRP items will be sent to BSC in a series of bundles, and RJ and CEC will agree the reporting mechanisms as more certainty on outcomes is attained.</p> <p><u>On Street Dispute Update</u> SB reported that measurement and valuation issues on the Princes Street</p>	DRP No.	Subject	Status	3	Hilton Hotel Car Park	Determined in favour of tie	4	EOT1	Mediation 22/23 Oct	5a	Gogarburn	Decision expected 16/11	5b	Carrick Knowe	Decision expected 16/11	5f	Haymarket Viaduct	Position papers TBC	5c(b)	Russell Road	Intended adjudication	A	MUDFA Rev 8	Mediation 5/6 November	<p>RJ/DA</p>			
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	Supplemental Agreement (PSSA) are being addressed with BSC. Up to now, BSC have been refusing to work on other on-street sections unless they secure a 'cost plus' agreement. This is not acceptable. Some indications however on progress on this matter have been evident from recent discussions between RJ/SB and David Darcy. RJ outlined his strategy and tactics to take discussions forward with BSC to the Board, and this was approved in principle. Work will continue through November to resolve the current impasse with 6 clauses in the PSSA form drafting under discussion. It is anticipated that formal approval on a new form of on-street agreement will be sought from the TPB at the November Board meeting. This would enable on-street works to start up in January 2010.	RJ/SB
3.6	<u>Gogar Interchange</u> The impact of the Gogar Interchange on tie's Authorised Undertaker role for EARL has been regularised following receipt of a letter of clarification from Transport Scotland. The current design phase is 21% complete vs 29% planned and the financial outturn remains unchanged. A meeting has been set up for 27/10/09 with Transport Scotland and Network Rail to coordinate matters in relation to traffic management, access constraints, construction sequencing and design co-ordination.	SB
3.7	<u>Costs & Funding</u> SMcG reported that the cumulative spend to date is £285m on Phase 1a, plus £6m consequential to the postponement of Phase 1b. The Transport Scotland share of this cost (£3.2m) remains to be closed out, but discussions between CEC and TS are ongoing. The Period 7 Transport Scotland reported out-turn of £527m is in line with the figures reported to Council on 20 th August, and uncertainties around this estimate remain as reported.	
4.0	Preparing for Operations	
4.1	<u>TRAMCO & DPOFA</u> AR reported that Tram production remains ahead of schedule with 11 trams currently in various stages of construction. Tram No.1 is undergoing factory acceptance testing (18% complete) and will be sent for dynamic testing in Jan/Feb 2010. Delivery of the first tram to Edinburgh is planned for April 2010. The tram mock up has been moved to the West End (outside the Caledonian Hotel) and it is the intention to site the mock up at The Gyle Centre and the Airport over the coming months. AR reported on the proposed steps to be followed for the in-sourcing of DPOFA activities. Resourcing and the participants in the Benefits Realisation & Operational Readiness Committee (BROC) are being finalised. WC suggested a number of changes to the BROC remit as set out in the Board paper, these relating to consideration of commercial requirements and consistency with the TEL Business Plan. <i>This was accepted by the Board.</i> It was agreed that the composition of the BROC Committee should not include CEC as this would compromise reporting lines and governance arrangements. Should additional CEC or LB representation be required, the relevant people will be co-opted as necessary.	AR/RJ
5.0	Building the Brand	
5.1	MHL reported on press coverage during the month of October and referred to	

	<p>the Media Analysis Paper presented to the TPB, noting that more balanced reporting is evident, although where appropriate, tie is employing robust defence of incorrect press statements.</p> <p>The 'Facebook' And 'Twitter' continue to provide a popular medium for tram related information exchange and debate.</p> <p>MHL talked through a PowerPoint presentation outlining the key information points of the tram project through development to the current construction phase. It was agreed that a DVD of the presentation (which includes multi-media) will be sent out to the Board members.</p> <p>A discussion on tramstop naming was undertaken, with WWC describing the process undertaken over a period many months in the Tram Stop Working Group, this committee comprising representatives of CEC, LB, tie and wider stakeholder groups. The current tramstop names were ratified by the TEL Board in 2007.</p> <p>It was agreed that whilst there may be opportunities to utilise secondary signage and other local means to support particular interested stakeholders, the primary tramstop names are to be retained.</p> <p>MHL went on to describe the 'Edinburgh Sparkles' campaign which is a joint initiative between CEC, tie, TEL and traders groups to support and encourage the lead up to the peak Christmas shopping period following the opening of Princes Street and the return of buses. The campaign will commence with 4 days of celebration and events commencing the weekend of 28 November and widespread press coverage.</p> <p><u>Common Branding</u></p> <p>As a response to the action from the previous TPB, AR described the ongoing work between CEC and TEL on the common branding scheme for the integrated transport network. RJ noted that he had received a letter from DA supporting a co-ordinated approach to this, but it was agreed that RJ will respond to this letter noting the need to consider commercial considerations and ongoing governance matters in the process. DJM noted that two trams from the fleet are to be set aside for specific CEC defined livery, but that CEC will be consulted on the broader livery design options for the integrated fleet.</p> <p>GB noted that the TEL Operating Agreement gives TEL the responsibility of taking decisions which have commercial implications, and that integrated public transport network branding falls into this category. The Board agreed that RJ should discuss the matter further with DA and that a follow up meeting will be set up with the Council Leader and CEC Chief Executive.</p>	<p>MHL</p> <p>MHL</p> <p>RJ</p> <p>RJ/DJM</p>
6.0	Building The Team	
6.1	<p>RJ reported that individual and collective consultations are underway on the revised Bonus Plan.</p> <p>A behavioural workshop has been held within the Exec Team on the Organisational Effectiveness Model (OEM) and that a feedback session on this is planned for 2nd November 2009. RJ will update the Board as the process develops.</p>	RJ
7.0	Preparing for the Future	
7.1	Nothing further to report at this time.	
8.0	AOB	
8.1	DJM asked if the 'Deliver a Safe Tram' design assurance process has been	

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Yes

No

	sufficiently covered within the project risk register. SB responded that the necessary steps will be taken to monitor the metrics against contractual obligations and where appropriate, this will be considered within the risk register.	SB
8.2	RJ noted that the tie resource plan going forward will be targeted at ensuring that resources are deployed as effectively as possible taking forward the One Family model. The resource plan will seek to drive through efficiencies where appropriate, but RJ also noted the nature of the relationship with BSC, the exceptionally high level of public and political interest were all putting significant pressure on tie 's resources.	
9.0	Date of Next Meeting	
9.1	The meeting closed at 12:45 and the date of the next meeting will be Wednesday 18th November 2009 commencing at 09:30hrs .	

Prepared by Alasdair Sim on 25th October 2009

Building The Tram Project Director Report

Period 8 09/10

HSQE



HS&E ACCIDENTS and INCIDENTS SUMMARY											
Total	Total Hours	>3 day	Major	Injury	NM/Unsafe Condition	Service Damage	ENV	RTA	MOP	AFR	SFR
Period	141,702	0	0	2	20	8	4	0	3	0.00	5.65
13 period rolling	1,685,175	1	2	31	250	146	11	9	55	0.18	8.66



- There have been no reportable accidents during Period 8 bringing the 13 period Accident Frequency Rate to 0.18 which is ahead of the target for 09/10.
- Period 8 figures also show a slight overall decrease in the service damage frequency, however, the 13 period rolling frequency continues to fall significantly.
- There have been 20 near misses reported during Period 8 the majority of which were reported by the contractor - this is an improvement from the last period.

Section	Activity	Data Checked					
		Interdisciplinary Design Check	Hazards	Inspection and Test Plan System	Design Variation/Change	As Built	Asset Register
Section 7 Gogar Burn Depot	Erection of Structural Steel	0	0.5	1	N/A	N/A	N/A
Section 7 Gogar Burn Bridge	Culvert No.1	3	1	1	0.5	0.5	N/A
Section 5B Guided Busway	Piling for Line 2 WEBS section OLE Foundations	0.5	1	0.5	N/A	N/A	N/A
PD	Total (y)	0.5	2.5	2.5	0.5	0.5	0
	Max Possible Total (y)	3	3	3	1	1	0
Total to date	Percentage	15%	69%	89%	50%	74%	42%

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

- Period 8 "Deliver a Safe Tram" inspection metrics were carried out on 3 activities across the project.

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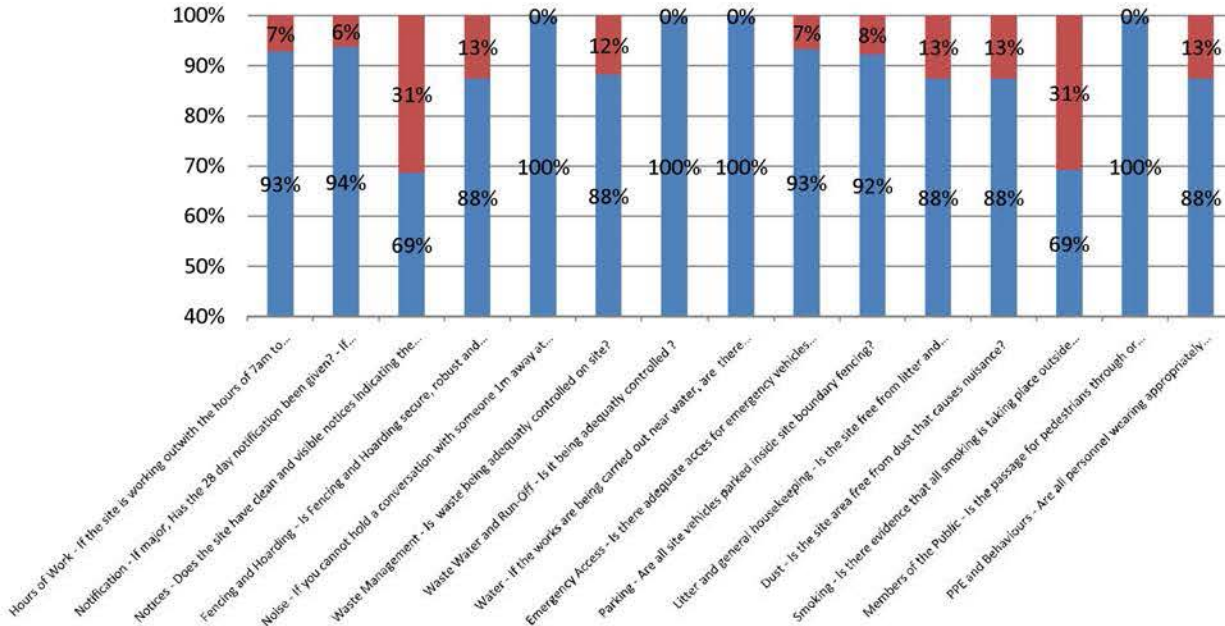
☐ Yes

☐ No

- Of the 3 activities checked, there is little evidence of having gone through BSC's Inter-Disciplinary Check process, however discussions have now been held with BSC regarding their IDR/IDC process and we anticipate an improvement in this area for the remainder of the year.

Code of Construction Practice

COCP compliance continues to be monitored by **tie** and improvements in the Period are evident across several areas including site vehicle parking, site cleanliness and operative behaviours. Key trends are being monitored for improvement or otherwise. The Period 8 statistics are shown below:



Progress

The cost, programme and risk information in this Period 8 report continues to be based upon an unapproved forecast on the information reported in May 2009.

Dispute Resolution (Infraco)

At the end of Period 8, only 3 items remained in dispute with BSC. The first decision in relation to DRP3 was reached by adjudication & found in **tie**'s favour. Agreement was reached without furthering the DRP process on Haymarket Viaduct and MUDFA Rev 8 and agreement was reached on EOT1 at mediation. The agreement on the way forward on MUDFA Rev 8 is significant as with it comes a commitment from BSC to produce a mitigated programme and commence work in a number of additional locations.

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Yes
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DRP No	Subject	DRP process commenced	PD Meeting	Position Papers	CEO Meeting	Referral	Decision
3	Hilton Car Park	√	√	√	√	14/09	13/10 – awarded in tie's favour
4	EOT1	√	√	√	√	Mediation 22/23 Oct	Agreed at mediation
5a	Gogarburn	√	√	√	√	30/09	16/11
5b	Carrick Knowe	√	√	√	√	30/09	16/11
5f	Haymarket Viaduct	√	19/10/09	20/10/09	√	n/a	Estimate agreed
5c(B)	Russell Road	√	√	√	√	Yes	Expected 17/12
A	MUDFA Rev 8	√	√	√	√	n/a	Agreed - suspended

Commenced by tie	Commenced by BSC
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We continue in this report to reflect an outturn estimate of £527.1m. 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.

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 the remainder of 2009 and into early 2010.

Commercial Update (MUDFA)

Discussions have continued with Carillion in relation to the Changes, re-measurement and disruption claim reported in the last report. More detail can be found in the main report. A strategy to conclude Carillion's works on the project is underway and will be reported next period.

Design

Design approvals status in Period 8 is summarised below:

Phase 1a only	Number required		Number	
	v31	V50	Submitted	Granted
Prior Approvals	49	56	51 (91%)	51 (91%)
Technical Approvals	71	87	79 (91%)	75 (86%)

Although there is evidence of better management of SDS by BSC, this has not yet resulted in improved 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. However, this is to demonstrate satisfactory progress and a 'Design Summit' with BSC and SDS will be progressed in the coming weeks. 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.

Utility works (MUDFA)

Progress on MUDFA works during Period 8 is as follows:

- Progress at the end of period 8 is 96.1% which is down from the 97.8% complete reported at the end of period 07 due to the requirement to install additional utilities.

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- The majority of the works are now concentrated around the Haymarket and the York Place to Picardy sections of the route. The reduced output is again representative of some of the congestion issues with existing utilities; and
- Carrillion works within Section 1A are complete, and Farrans have been awarded the remainder of the Section 1A utilities diversions which will commence early Period 9.

Tram works (INFRACO)

During Period 8, BSC commenced works on Carrick Knowe Bridge and the Russell Road Retaining Wall and work is due to start on Haymarket Viaduct. Work in Section 2A (corridor from Haymarket to Roseburn junction) and Edinburgh Park ramps in planned to start in Period 9 with planned completion at the end of April 2010.

Successes in Period 8 are:

- Princes Street is 85% complete and due for handback to CEC by 29th November 09.
- BT cabling at Mound complete.
- Piling operations on Guided Busway now complete.
- Works commenced on Russell Road Retaining Wall (W4).
- Carrick Knowe Bridge construction recommenced and on revised programme.
- Depot construction ongoing and on programme.
- Gogarburn Bridge deck poured in the Period.
- Bridge launch successfully completed at the Airport by Raynesway.
- Farrans awarded Contract for Section 1A Utilities Diversion. Commence 9th November 09.
- MUD works at Airport will be 98% complete week commencing 9th November. Due to BAA requirement a return visit will be required January/February 2010.
- Estimate for Haymarket Viaduct agreed and works expected to recommence late Nov09
- Success with Hilton Carpark adjudication and works underway.
- Agreement reached on EOT1 costs.
- Murrayfield accommodation works planning approval submitted.
- Agreed way forward for Constitution Street wall with CEC, funding arrangements still to be agreed.
- Tram No.1 moved under its own power for the first time as part of the factory acceptance testing (FAT).

Cost

We continue to reflect an outturn estimate of £527.1m. However, given the commercial uncertainties with the 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 forecast accurately a revised budget outturn.

Key cost related items to note in Period 8 are:

- The budget for ETP in 2009/10 is £153.3m, which has been produced linking the **tie** re-baselined programme to Infraco construction milestones. **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.
- The outturn figure for 2009/10 of £122.9m forecast in periods 6 and 7 is being held in-line with **tie**'s latest internal view of programme coupled with Project Managers informed view of Infraco deliverables in 2009/10.
- The forecast (£122.9m) 2009/10 includes costs of £3.2m which relate to the demobilisation of Phase 1b Infraco construction contract. A payment of £3.2m was made to the Infraco Contractor in August relating to phase 1b costs.
- Funding available from TS for the project in 2009/10 is £149m. The TS share of this year's updated forecast (£122.9m) is £112.8m, giving available headroom of £36.2m.

Actual YTD P8 & forecast P9-P13 FY09/10

£m	YTD P8	Forecast P9 - P13,09/10	Total FY09/10
Infrastructure and vehicles	41.7	43.1	84.8
Utilities diversions	9.1	-1.2	7.9
Design	1.5	1.0	2.5
Land and compensation	0.8	0.8	1.5
Resources and insurance	9.6	7.0	16.6
Base costs	62.6	50.7	113.3
Risk allowance	0.0	6.4	6.4
Total Phase 1a	62.6	57.1	119.7

tie have identified £10.4m of specific Infraco milestones forecast in periods 12 and 13 that are reliant upon works commencing or progressing in order to meet the £119.7m outturn. The largest on-street sensitivities are: Trackwork from Waverley to St Andrews Square (£1.2m); Trackwork & Highways works from Shandwick Place to Haymarket (£0.9m) and on-street works at Foot of the Walk/Leith Walk (£0.7m). Key structures sensitivities to the forecast are Depot substructure and superstructure (£3.1m) and Edinburgh Park Bridge (£1.1m).

- ETP COWD to Period 8 is £65.8m (Period 7 £53.8m) against budget £83.8m. The main drivers for the -£18.0m variance are: the timing of Infraco works costs forecast in 2009/10 offset by MUDFA spend incurred over the original 09/10 budget plan
- 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 ten risk reviews held in the period. Two items were closed on the Infraco concerns register. There were nine draw downs on the risk allowance approved in the period totaling £2,272,144. This leaves a risk and contingency balance of £4,508,380 (based upon the approved Project Risk Allowance at Financial Close).

The Project Risk Allowance at financial close was £30,336,196. Drawdowns to the end of Period 8 09/10 now total £25,827,816. Remaining risk balance based on the approved QRA is £4,508,380.

Communications & Customer Service

The media activity has been steady in the Period with generally balanced and positive coverage much of which has been proactively placed with the media. There has however, been some residual negative coverage on the back of the cancellation of the Glasgow Airport Rail Link by the Scottish Government which attracts mention of the Trams Project. The focus throughout December and into January will be very much on highlighting the progress of the various stages of the Project, and some of the technical achievements involved as well as supporting the Edinburgh Sparkles campaign.

Logistical support will come to an end for the start of the city centre embargo and support will return to those areas of the city where stakeholders are affected by tram construction after the New Year.

The opening of Princes Street on November 29th has been extensively communicated across the City, in particular the City Centre traders and residents. Along with Princes Street, the removal of our worksites from across the route including Leith Walk and Constitution Street in preparation for the festive period has also been communicated.

FOISA exempt

- Yes
- No

Period 8 2009/10 – Papers for Consideration

Paper to: TPB**Meeting date: 18 November 2009****Subject: Project Change Control Update – Period 8, 2009/10****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 7, £23.55m had been drawn down from the original risk allowance of £30.3 at Financial Close. In Period 7, an additional £2.27m has been drawn down.

The table below summarises the approved project changes that have financially impacted the project risk allowance since Financial Close in May 2008.

Description	Base cost	Risk	Total
Position at Financial Close (PCB)	481,680,811	30,336,196	512,017,007
Changes to end Period 7	23,555,672	-23,555,672	0
Position at end Period 7	505,236,483	6,780,524	512,017,007
Period 8 Changes	2,272,144	-2,272,144	0
Position at end Period 8 (CAB)	507,508,627	4,508,380	512,017,007

Changes Approved in Period 8Edinburgh Park Bridge Soft Ground (COP156 - £185,000)

Soft ground was identified within the approach ramps of Edinburgh Park Bridge. This change is the cost to excavate and backfill to the necessary specification. These works are excluded because they are unforeseen ground conditions below the earthworks outline

Design support & extended construction support (COP092 - £1,544,357)

See separate paper.

Telford Access Road (COP150 - £21,468)

This change arose due to a residential development that has re aligned the footpath connecting Telford Rd to the Roseburn Corridor within the limits of deviation. Additional funding was expected to be provided by CEC however CEC indicated this will no longer be supplied and **tie** would need to meet the cost.

Edinburgh Park Office (COP76 - £150,000)

This change is for the additional requirement to increase the Infraco site office due to the **tie**/SDS staff relocation from Citypoint to Edinburgh Park. This allows the first floor of Citypoint to be vacated and marketed for lease.

Haymarket BDDI – IFC (COP185 - £28,858)

This change represents changes beyond normal design development relating to the Haymarket Station Viaduct which **tie** accept are valid changes.

A8 Underpass BT Supervision (COP191 - £7,959)

There are a number of BT cables at the north of the A8 underpass that require protection and/or slewing to allow the works to progress. To carry out these works a BT Openreach inspector is required to attend site.

As-Builts (COP196 - £105,236)

This change includes for, but is not limited to, full co-ordination of the existing as-built information (red line drawings, survey information and reinstatement details), to produce completed Utility As-Built Drawing Packages. These packages will help avoid any construction impact on the Infracore works.

DRP Increase in costs (COP199 - £134,949)

A forecast increase in legal costs has been incurred due to the number of issues entering the Dispute Resolution Process.

Haymarket retaining wall (COP200 - £94,317)

An internal retaining wall at the Haymarket Station Viaduct is required due to unforeseen ground conditions being unearthed after the demolition of the Caledonian Ale House. The unforeseen ground conditions were discovered when it was noted that the existing retaining wall foundations stop short of the finished ground level at the viaduct.

Decision(s) / support required

The TPB is requested to:

1. Note the Project Change Control status at Period 8
2. Review and approve the additional paper relating to the cost of the design support and extended construction support.

Proposed

Name: Mark Hamill

Date: 18 November 2009

Title: Risk & Insurance Manager

Recommended

Name: Steven Bell

Date: 18 November 2009

Title: Tram Project Director

Transport Edinburgh

Edinburgh Trams

Lothian Buses

FOISA exempt

Yes

No

Approved

..... Date:
David Mackay on behalf of the Tram Project Board

Paper to: TPB

Meeting date: 18 November 2009

Subject: Design Support & Extended Construction Support Risk Drawdown

Preparer: Mark Hamill

Summary

Under Schedule Part 23 of the Novation of SDS Agreement there is a requirement to provide extended construction support and design support to the Infraco. Extended construction support is primarily an on-site design support intended to provide clarification to the construction team on site, address Technical Queries and issue design clarifications. Design support is necessary to support Infraco in securing approvals and consents for systems design.

This support commenced midway through 2008 and consists of approximately twelve people in total, subject to a four-weekly review by tie, BSC and SDS.

The purpose of this paper is to seek approval to draw down on the project risk allocation for additional funding to allow the services to continue. This funding allows for the continuation of the extended construction support and design support to the end of the current financial year when a further review of the service will have been undertaken to confirm requirements for 2010/11. It should be noted that a reducing profile of support has been agreed with BSC and SDS. The Board will be notified of any further draw down on risk in advance of the financial year commencing April 2010.

Impact on programme

There is no negative impact on programme, indeed the primary function of this service is to ensure critical programme dates are not compromised.

Impact on budget

The overall total to the end of this financial year is forecast to be £2.54m. Within the Current Approved Budget (CAB) there is a provision of £1m for extended construction support with no budget for design support. This change is to fund the difference between the allowance within the CAB and the expected cost to April 2010.

A budget of £4.4m for these costs was included within the £524+X estimate which the Board was advised of in the summer of this year.

Decision(s) / support required

The TPB is requested to:

1. Formally approve the drawdown from risk of £1,544,357.

Proposed

Name: Mark Hamill

Date: 18 November 2009

Title: Risk & Insurance Manager

Recommended

Name: Steven Bell

Date: 18 November 2009

Title: Tram Project Director

Paper to: TPB

Meeting date: 18 November 2009

Subject: ADM Mill/Forth Ports land Renunciation – Period 8, 2009/10

Preparer: Alasdair Sim

Summary

This paper is to update the Tram Project Board on a proposal to acquire land within the Chancelot Mill site operated by ADM Milling Ltd. This land is outside the Limits of Deviation as defined within the Tram Line One Act (2006), and is required to secure a significant value engineering opportunity (cost estimated at £1m plus and programme estimated at 3 months) to accommodate the diversion of utilities in Section 1A. The site and the alternative utilities alignment proposals are shown on the attached drawings.

The proposal is to construct a multi-utilities trench along the base of the Lindsay Road Retaining Wall, this trench accommodating SGN, Scottish Water and Power (SP and SSE) apparatus, as an alternative to diverting these utilities onto Lindsay Road, which would result in considerable technical complexities and significant implications on local traffic management and on the construction of tram works in the area.

As the identified land is outside the LOD, CEC has no powers to secure title to this land under compulsory purchase legislation. Negotiations with ADM Milling Ltd and Forth Ports Plc (who own the site) have led to the proposal that this land (approx 1,075sqm) be removed from the ADM lease with Forth Ports and that title for this land is then transferred to City of Edinburgh Council. In renouncing this land from the lease, Forth Ports will require to be compensated for the loss in rental revenue for the remainder of the lease period. City of Edinburgh Council and Forth Ports have agreed figure of £100K to secure title of this land from Forth Ports.

In order to secure the permissions to complete these works, the TBP is requested to note that the funding for the £100K compensation payable to Forth Ports to secure title to this land is drawn from Tram Project Land & Property budget allowances, noting that this falls within the Project Director delegated authority.

Decision(s) / support required

The TPB is requested to:

1. Note the proposal to pay Forth Ports the sum of £100K in lieu of title for the land identified for the proposed utilities route.

Proposed

Name: Alasdair Sim
Title: Interface Director

Date: 18 November 2009

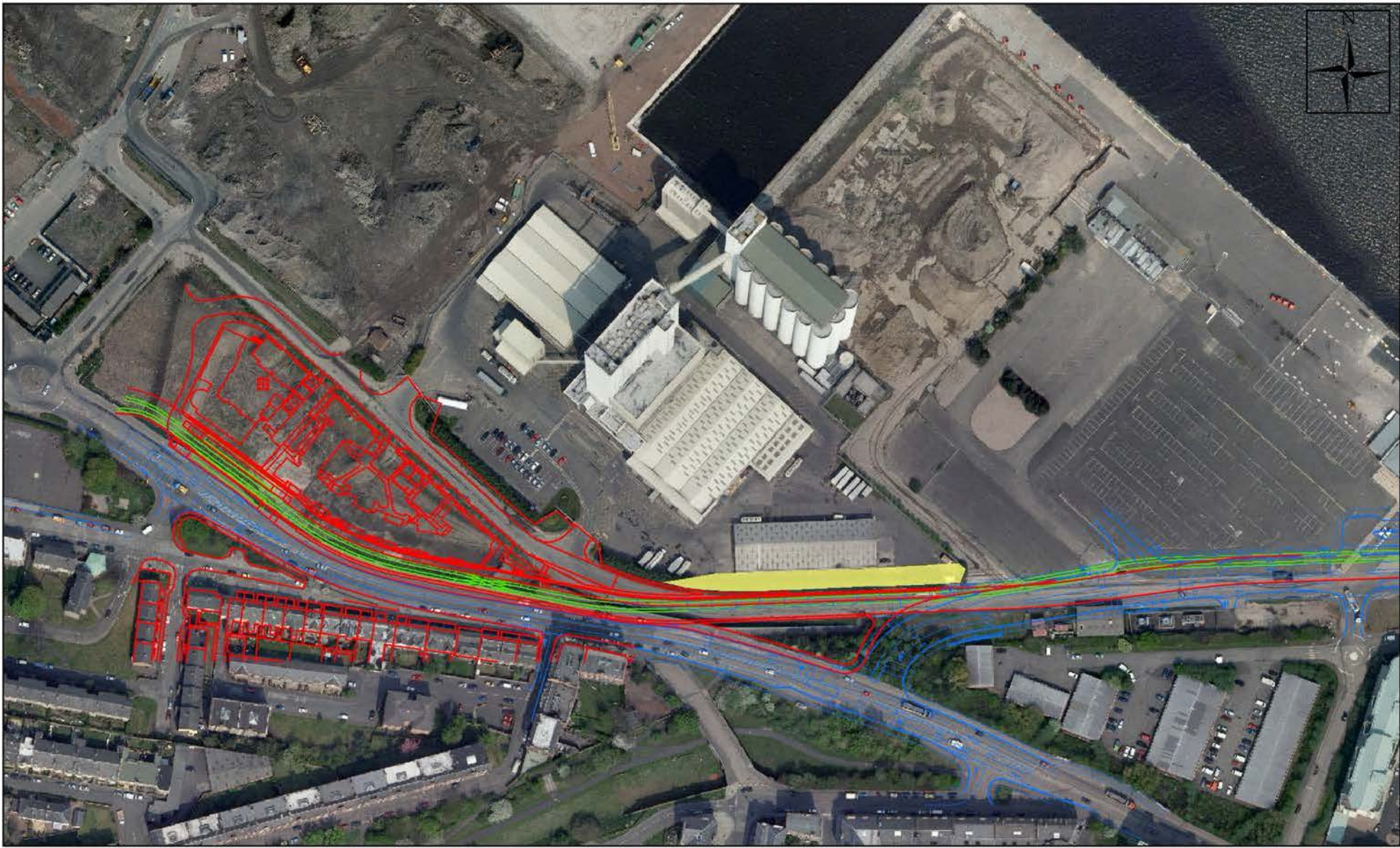
Recommended

Name: Steven Bell
Title: Tram Project Director



Date: 18 November 2009

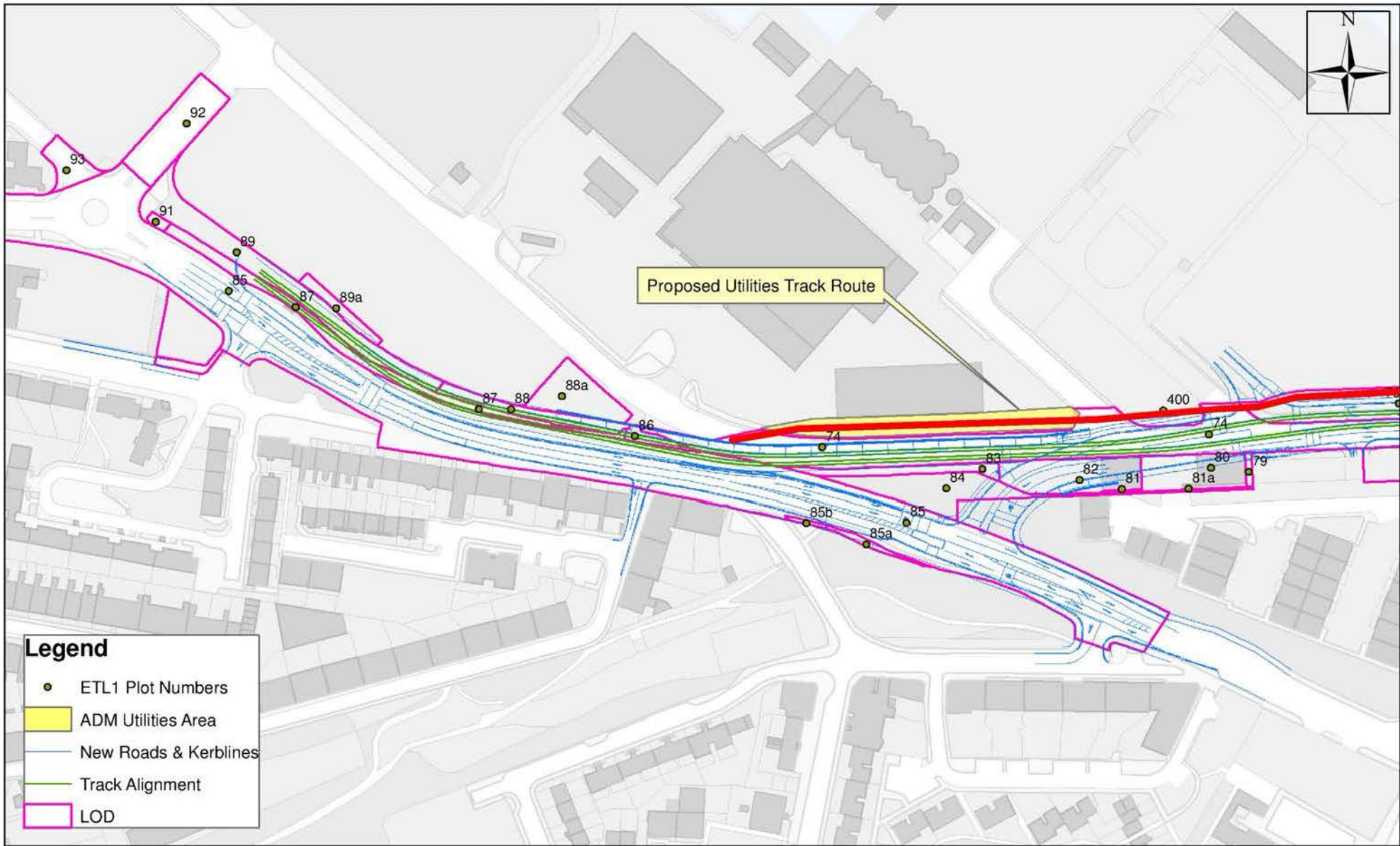
Approved

..... Date:
David Mackay on behalf of the Tram Project Board



CEC00681328_0024

ADM Utilities Track - Licence Area		Date: Nov 2009	
		Sheet No: 1 Original Drawing Size: A4	
© Crown Copyright. All rights reserved, 100023420, 2008		Version: 1	

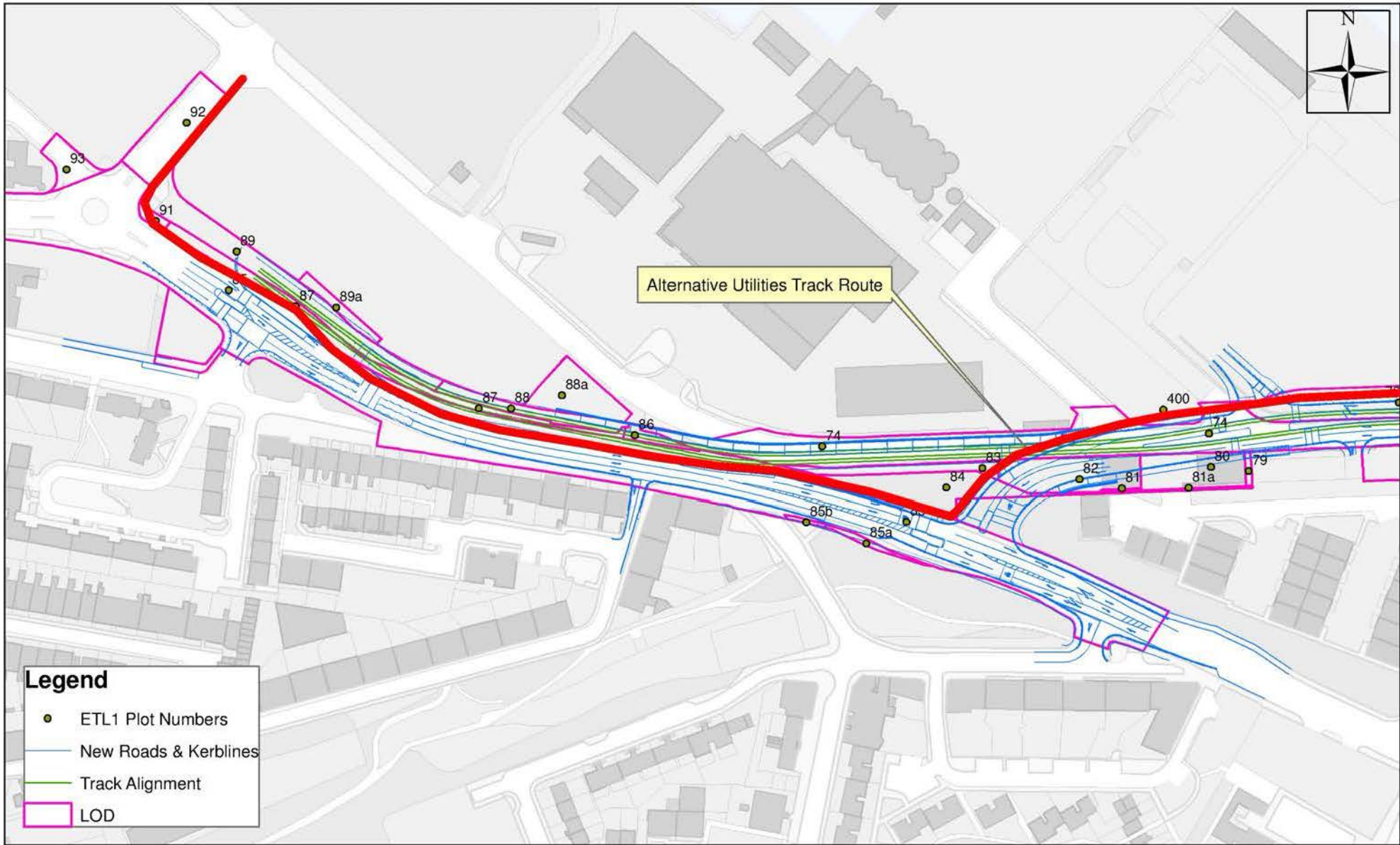


Legend

- ETL1 Plot Numbers
- ADM Utilities Area
- New Roads & Kerblines
- Track Alignment
- LOD

Section 1A Utilities Preferred Option		Date: Nov 2009	
		Sheet No: 1 Original Drawing Size: A4	
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Legend

- ETL1 Plot Numbers
- New Roads & Kerblines
- Track Alignment
- LOD

Section 1A Utilities Alternative Option

Date: Nov 2009
 Sheet No: 1
 Original Drawing Size: A4
 Version: 1



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CEC00681328_0026

Primary risk register

FOISA exempt

Yes
 No

0910 Period 8 - Primary Risk Register

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; parliamentary processes, contractor issues.	Delay to completion of project	Increased out-turn cost due to delay plus revenue loss.	S Bell	High - 25.00		DRP on programme management (EOT1)	Undefined	Complete	30-Oct-09	S Bell
							Liason between tie/BSC programme managers	On Programme	On Programme	30-Dec-11	T Hickman
							Programme Management Panel process	On Programme	On Programme	30-Dec-11	F McFadden
							Weekly tie/BSC commercial meetings	On Programme	On Programme	30-Dec-11	M Paterson
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	High - 25.00		Production of a new programme	On Programme	On Programme	31-Jan-10	S Clark
							Establish a process which will act as a control mechanism for design changes. (If one exists already then ensure process is complied with)			30-Jun-09	T Glazebrook
							Intensive Mediation Marathon 29/6/09 to 6/7/09 to try and resolve issues.	Complete	Complete	30-Jun-09	S Bell
							Mediation resulted in no overall agreement on BDDI - IFC although it gave useful background information. Strategy paper to be presented to TPB on 29 July to seek approval for way forward including utilising necessary contract mechanisms (DRP, audit etc)	Complete	Complete	14-Aug-09	S Bell
1091	Excavation of soft, unsuitable material below Earthworks outline		Additional cost	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-Dec-09	M Paterson

0910 Period 8 - Primary Risk Register

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		Complete	Complete	30-Jul-09	M Paterson
						Agreed with BSC for independent evaluation to get benchmark	Complete	Complete	30-Jul-09	M Paterson
						All estimates to be scrutinised by tie commercial team and, where appropriate, challenge made to BSC. resource being used to check estimates to reduce delay.	On Programme	On Programme	30-Dec-10	M Paterson
1094		Roads throughout works require full depth reconstruction	Programme impact plus additional costs. £1.5m cap applies to only 4 areas.	F McFadden	High - 24.00		Complete	Complete	30-Jun-09	C Neil
						Suite of options from surveys to be reviewed and agreement reached	On Programme	On Programme	31-Dec-09	M Paterson
44	SDS contractor does not deliver the required prior and technical approval consents in line with SDS V31	Delay to IFC drawings beyond V31 Programme	Delay to programme with additional resource costs and delay to infraco. Impact upon risk balance.	D Sharp	High - 23.00		Complete	Complete	31-Oct-08	D Sharp
						Fortnightly Meetings of Approvals Task Force	On Programme	On Programme	31-Mar-10	D Sharp
						Hold fortnightly Roads Design Group	Complete	Complete	31-Dec-07	T Glazebrook
						Informal consultation prior to statutory consultation	Complete	Complete	31-Mar-09	T Glazebrook
						Integrate CEC into tie organisation/accommodation (office move)	Complete	Complete	4-Jun-07	T Glazebrook
							Complete	Complete	31-Dec-07	C Kerr
279	Third party consents including Network Rail consent are denied or delayed	Delay to programme; Risk transfer response by bidders is to return risk to tie; Increased out-turn cost if transferred and also as a result of any delay due to inflation.	D Sharp	High - 23.00		Complete	Complete	31-Dec-07	C Kerr	
					CEC Planning - mock application by SDS	Complete	Complete	31-Dec-07	T Glazebrook	
					Draft depot and station change proposals to NR	Complete	Complete	31-Jan-08	A Sim	
					Fortnightly meetings of Approvals Task Force	On Programme	On Programme	31-Mar-10	D Sharp	
					Identify fallback options	Complete	Complete	31-Aug-07	T Glazebrook	
					Monitoring and tracking through the 3rd party rep	Complete	Complete	30-Jun-09	D Sharp	
					Monitoring of BBS - 12 week look ahead	On Programme	On Programme	14-Jul-11	R Bell	
					Obtain critical consents prior to financial close	Complete	Complete	31-Jul-08	T Glazebrook	

0910 Period 8 - Primary Risk Register

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.	Programme delay as a result of re-work; Programme delay due late receipt of change requirements and lack of resolution; Scope/cost creep (dealt with through change process); Project ultimately could become unaffordable.	D Sharp	High - 22.00	Close working relationship with CEC and stakeholders	On Programme	On Programme	31-Jan-11	D Sharp
						Weekly critical issues meeting	Complete	Complete	31-Jul-08	T Glazebrook
928	Major single safety incident (including a dangerous occurrence) during construction	Safety incident during construction	Delay (potentially critical) due to HSE investigation and rework. PR risk to tie and stakeholders.	F McFadden	High - 33.00	All Site Staff to get CSCS or equivalent	On Programme	On Programme	30-Jan-11	C McLauchlan
						Develop and Implement Incident Management Processes	Complete	Complete	27-Apr-07	T Condie
						HSQE Audits, site inspections and Management Safety Tours to be carried out	On Programme	On Programme	31-Dec-10	B Cummins
						Safety Induction to be carried out for all site staff	On Programme	On Programme	31-Dec-10	B Cummins
						Site Supervisors to be appointed by tie	Complete	Complete	28-Feb-07	S Clark
						The tie "Safety" bus is being used to deliver safety talks & culture surveys to the contractors workforce.	On Programme	On Programme	31-Dec-09	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 Infraco work	Re-design and delay as investigation takes place and solution implemented; Increase in Capex cost as a result of additional works.	C Neil	High - 35.00	GPR surveys in areas where there are likely to be services	Complete	Complete	1-Apr-07	T Glazebrook
						Infraco trial holes where applicable.	On Programme	On Programme	31-Jan-10	P Dobbin
						MUDFA trial holes to verify GPR surveys	Complete	Complete	30-Jul-09	A Hill
						Obstructions and voids survey, establish ownership reduced delay on discovery.	On Programme	On Programme	31-Dec-09	C Neil

0910 Period 8 - Primary Risk Register

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 Infraco.	Requirement to start construction using TTROs	D Fraser	High (20/10)	Comms strategy to include provision of process and drawings on website for public viewing	Complete	Complete	30-Sep-09	S Clark
						TRO strategy approved by board, discussion to be held with CEC head of transport to reduce risk of legal challenge.	Complete	Complete	31-Oct-09	S Clark
						TRO Strategy to CEC Transport, Infrastructure and Environment Committee on 22 Sept 09	Complete	Complete	22-Sep-09	D Fraser
						Use of TTROs to undertake construction of permanent works in advance of permanent TROs being approved.	On Programme	On Programme	30-Jan-11	A Sim
1084	Coonstraints applied to work areas post-contract to satisfy stakeholders	Additional Traffic Management and enabling works are required to meet stakeholder constraints applied post-contract	Additional cost and potential delay to programme	G Barclay	High (20/10)	30Assess TM implications to minimise enabling works and additional cost. Areas concerned are Haymarket, York Place to Picardy and Baltic Street Junction.	On Programme	On Programme	30-Nov-09	G Barclay

Period 8 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 this Period 8 report continues to be based upon an unapproved forecast on the information reported in May 2009. This will be updated once the above actions are progressed.

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;
- 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 v50 of the design programme);
- Design changes as a result of the Prior and Technical Approvals process; and
- Consortium integrated design programme and validation

Agreement was reached without furthering the DRP process on the MUDFA Rev 8 dispute and this comes with a commitment to develop a new mitigated programme. A first draft of this will be prepared in the first quarter of 2010. This is significant as it should deliver a programme upon which costs & programme can be re-baselined and give certainty for our Stakeholder communications.

The **tie** live programme currently predicts an Open for Revenue Service date in late **November 2012**. This has slipped slightly since last period and is mainly due to the lack of progress being achieved by INFRACO across the route compounded by delays caused by Utility Diversions at Haymarket, Leith Walk and Newhaven.

Section	Description	Contract Programme Rev.01	BSC Forecast (P08)	BSC Movement in Period (Cal Days)	tie Live Forecast (P08) Rev.01**
Section A	Depot completion	01-Jun-10	03-Jun-11	-45	27-Apr-11
Section B*	Test Track Available	01-Jul-10	10-Oct-11	28	28-Nov-11
Section C	All Phase 1a Construction complete	10-Mar-11	22-Jun-12	28	23-May-12
Section D	Open for Revenue Service	06-Sep-11	19-Dec-12	38	19-Nov-12

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

** V50 information used.

As per the previous period reporting **tie** retain an unapproved recalibrated baseline programme which reflects an Open for Revenue Service date of 23 Feb 2012.

The table below remains as was previously reported and as well as the recalibrated baseline programme it also reflects a completely unmitigated programme as a control scenario only. This is an unapproved delay to the Open for Revenue Service date. On a section by section basis there are "swings and roundabouts" identified in terms of improvement / degradation of delivery dates.

Area	Description	Unmitigated Finish	Re-baseline Finish
Section 1A	Newhaven Road to Foot of the Walk	03-MAY-12	08-SEP-11
Section 1B	Foot of the Walk to McDonald Road	10-JAN-12	09-SEP-11
Section 1C	McDonald Road to Princes Street west	28-MAR-12	06-SEP-11
Section 1D	Princes Street west to Haymarket	19-OCT-11	17-MAR-11
Section 2A	Haymarket to Roseburn junction	14-FEB-11	28-JUL-10
Section 5A	Roseburn Junction to Balgreen Road	20-MAR-12	17-JUN-11
Section 5B	Balgreen Road to Edinburgh Park central	23-JUN-11	04-FEB-11
Section 5C	Edinburgh Park Central to Gogarburn	24-OCT-11	20-JAN-11
Section 6A	Gogar depot	28-MAR-11	15-OCT-10
Section 7A	Gogarburn to Ingliston Park and Ride	07-JUL-11	11-MAR-11
Section 7B	Ingliston Park and Ride to Airport	26-JUL-11	11-MAR-11
Section A	Depot (ready to receive trams)	21-JAN-11	15-OCT-10
Section B	Test track	07-JUL-11	27-DEC-10
Section C	All construction complete	20-APR-12	27-AUG-11
Section D	Open for Revenue Service	17-OCT-12	23-FEB-12

2.2 Dispute Resolution

Dispute Resolution (Infracore)

At the end of Period 8, only 3 items remained in dispute with BSC. The first decision in relation to DRP3 was reached by adjudication & found in **tie's** favour. Agreement was reached without furthering the DRP process on Haymarket Viaduct and MUDFA Rev 8 and agreement was reached on EOT1 at mediation. The agreement on the way forward on MUDFA Rev 8 is significant as with it comes a commitment from BSC to produce a mitigated programme and commence work in a number of additional locations.

DRP No	Subject	DRP process commenced	PD Meeting	Position Papers	CEO Meeting	Referral	Decision
3	Hilton Car Park	√	√	√	√	14/09	13/10 – awarded in tie's favour
4	EOT1	√	√	√	√	Mediation 22/23 Oct	Agreed at mediation
5a	Gogarburn	√	√	√	√	30/09	16/11
5b	Carrick Knowe	√	√	√	√	30/09	16/11
5f	Haymarket Viaduct	√	19/10/09	20/10/09	√	n/a	Estimate agreed
5c(B)	Russell Road	√	√	√	√	Yes	Expected 17/12
A	MUDFA Rev 8	√	√	√	√	n/a	Agreed - suspended

Commenced by tie	Commenced by BSC
-------------------------	------------------

We continue in this report to reflect an outturn estimate of £527.1m. 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.

Significantly, during the period, as certain items have entered the DRP process, this has allowed **tie** to use a facility within the contract to instruct works in DRP to progress (this is a Clause 80.15 instruction). Instructions to this effect have been issued for 2 of the structures in DRP and work has subsequently started at Carrick Knowe Bridge and Russell Road. As a result of Senior intervention discussions with Bilfinger Berger Principals in relation to agreement on EOT1 and programme, work will also commence at the following locations in Period 9:

- Haymarket Viaduct - start work on 23/11/2009
- Corridor Haymarket to Russell Road - start work w/c 07/12/2009
- Edinburgh Park Bridge Ramps - start work w/c 16/11/2009
- Corridor Edinburgh Park Bridge to Guided Busway - start work w/c 07/12/2009 (soil strip / drainage)
- A 8 Underpass - BT works started. Piling platform works to follow on with a view to piling rig commencing work w/c 04/01/2010
- Depot Drainage - works continue, Estimate to be discussed after re-submission incorporating latest issued drawing

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 the remainder of 2009/early 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)

Changes - A number of the 12 larger items of change discussed last period have been taken to a conclusion are agreed, or with CUS for consideration. The remaining changes are being reviewed and CUS require to provide substantiation of the amounts claimed. It is anticipated that discussions regarding these changes will be concluded within the next period but it may not be possible to reach agreement on all issues and it is likely that some will require formal dispute resolution.

There are a substantial number of lesser value changes and these are now being assessed and values verified. The aim will be to complete this review as quickly as possible, but given the volume it is estimated will take a few periods to conclude. It was hoped that significant progress would be made in the period however this was contingent on information being forthcoming from Carillion – it has not. However, CUS has reassessed the values for these changes which has resulted in an overall increase in value and a delta between the parties.

Remeasurement of Works – Remeasurement of Work Sections is progressing with 14No sections available. The value of the work has been agreed with Carillion for 8No sections with a further 6No sections remeasured and the value of the work under discussion. 13No Sections remain to be checked and remeasured and this will be completed once as-built drawings become available. Meetings have taken place to agree the value of 4 sections but some entitlement issues remain outstanding.

Disruption Claim – Carillion have formalised their disruption claim and have submitted back up information for eight out of eleven sections of the work. **tie** have appointed Accutus to carry out a review and initial assessment of the Claim. Their report concludes that the method that Carillion have used to quantify the value is flawed and that based on current information the value of the disruption is more likely to be in line with **tie**'s current assessment. For this reason we have not adjusted our allowance for this item within our end forecasts. Further analysis was concluded in the period and further discussions are ongoing with CUS to agree how this claim may be concluded

2.3 Design

IFC Design

Approvals and Consents are measured at V50 and are progressing as follows:

- IFCs – Phase 1a 85 issued out of 126 (a number of new IFCs included in V45 –V50 programmes);
- No change to the number of Prior Approvals granted – remaining at 91%, 5 left to be submitted (the RBS Gogarburn Tramstop, Murrayfield Accommodation Works, Modifications to Murrayfield TS retaining Wall, Gogar Interchange & Canopy & Boundary Treatment at Airport Kiosk) and 5 left to be granted;
- There has been an increase to the number of Technical Approvals granted (from an increased no. of TAA), Eight remaining to be submitted and 11 (1 from v31) left to be granted;
- Structures approvals are progressing well – 6 to date remain to be approved and all but 1 of the original structures have been approved (Murrayfield Stop RW);
- Roads approvals - One area remains outstanding for Technical Approval in Phase 1a (1C2);
- Scottish Water has sent formal acceptances to BSC for all sections excepting 1C2 & 1C1.
- 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 8 is summarised below:

Phase 1a only	Number required		Number	
	v31	V50	Submitted	Granted
Prior Approvals	49	56	51 (91%)	51 (91%)
Technical Approvals	71	87	79 (91%)	75 (86%)

Although there is evidence of better management of SDS by BSC, this has not yet resulted in improved 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. However, this is to demonstrate satisfactory progress and a 'Design Summit' with BSC and SDS will be progressed in the coming weeks. **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 focused on resolving outstanding design issues. **tie** is identifying and implementing opportunities to mitigate the impacts of this slippage.

Although there is evidence of better management of SDS by BSC, this has not yet resulted in improved 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. V50 included further design integration activities and redesign activities, the impact of these are being analysed– 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.

2.4 Utility works (MUDFA)

Progress on MUDFA works during Period 8 is presented below (this excludes the remaining utility works being undertaken outwith the MUDFA contract on sections 1A & 7B):

Rev.08 Figures - Period 08 2009-10	Period		Delta	Cumulative		Delta
	Plan	Actual		Plan	Actual	
MUDFA PERIOD 08 PROGRESS						
Section 1a Newhaven to Foot of the Walk	0.0%	0.0%	0.0%	100.0%	100.0%	0.0%
Section 1b Foot of the Walk to McDonald Road	0.0%	0.0%	0.0%	100.0%	100.0%	0.0%
Section 1c McDonald Road to Princes Street West	4.0%	2.4%	-1.6%	100.0%	89.3%	-10.17%
Section 1d Princes Street West to Haymarket	3.7%	2.8%	-0.8%	100.0%	94.0%	-6.0%
Combined Sections 1A-1B-1C-1D (On-Street) Newhaven Road to Haymarket	2.1%	1.4%	-0.7.0%	100.0%	95.1%	-4.9%
Section 2 Haymarket to Roseburn Junction	0.0%	0.0%	0.0%	100.0%	100.0%	0.0%
Section 5a Roseburn Junction to Balgreen Road	0.0%	0.0%	0.0%	100.0%	100.0%	0.0%
Section 5b Balgreen Road to Edinburgh Park Central	0.0%	0.0%	0.0%	100.0%	100.0%	0.0%
Section 5c Edinburgh Park Central to Gogarburn	0.0%	0.0%	0.0%	100.0%	100.0%	0.0%
Section 6 Gogar Depot	0.0%	0.0%	0.0%	100.0%	100.0%	0.0%
Section 7a Gogarburn to Edinburgh Airport	0.0%	0.0%	0.0%	100.0%	100.0%	0.0%
Combined Sections 2A-5A-5B-5C-6A-7A (Off-Street) Haymarket to Edinburgh Airport	0.0%	0.0%	0.0%	100.0%	100.0%	0.0%
FULL ROUTE PHASE 1A NEWHAVEN ROAD TO EDINBURGH AIRPORT	1.7%	1.1%	-0.6%	100.0%	96.1%	-3.9%

Progress on MUDFA works during Period 8 is as follows:

- Progress at the end of period 8 is 96.1% which is down from the 97.8% complete reported at the end of period 07 due to the requirement to install additional utilities.
- The majority of the works are now concentrated around the Haymarket and the York Place to Picardy sections of the route. The reduced output is again representative of some of the congestion issues with existing utilities; and
- Carillion works within Section 1A are complete, and Farrans have been awarded the remainder of the Section 1A utilities diversions which will commence early Period 9.

2.5 Tramworks (INFRACO)

The project continues to experience problems with slow progress for INFRACO works and, in particular, the appointment of direct BSC resource and the final appointment of the main package contractors. The BSC sub-contractors continue to operate with Limited Letters of Intent whilst awaiting conclusion of the full sub-contracts. Slow provision of estimates and finalisation of the agreement of change - Base Date Design Information (BDDI) to IFC is delaying the commencement of works at various locations including at Tower Place Bridge, Russell Road bridge, Murrayfield pitches Retaining Wall and Baird Drive Retaining Wall. During Period 8, BSC commenced works on Carrick Knowe Bridge and the Russell Road Retaining Wall and work is due to start on Haymarket Viaduct. Work in Section 2A (corridor from Haymarket to Roseburn junction) and Edinburgh Park ramps is planned to start in Period 9 with planned completion at the end of April 2010.

Successes in Period 8 are:

- Works in Princes Street progressing to programme. Crawley Tunnel resolution now being implemented and constructed.
- Tram rail installation, blacktop, paving, and granite and whin setts finishings ongoing and good progress made at Lothian Road.
- BT cabling at Mound complete
- Piling operations on Guided Busway now complete.
- Works commenced on Russell Road Retaining Wall (W4).
- Carrick Knowe Bridge construction recommenced and on revised programme.
- Depot construction ongoing and on programme.
- Gogarburn Bridge deck poured in the Period.
- Bridge launch successfully completed at the Airport by Raynesway.
- Farrans awarded Contract for Section 1A Utilities Diversion. Commence 9th November 09.
- MUD works at Airport will be 98% complete week commencing 9th November. Due to BAA requirement a return visit will be required January/February 2010.
- Estimate for Haymarket Viaduct agreed and works expected to recommence late Nov09

-
- Success with Hilton Carpark adjudication and works underway
 - Agreement reached on EOT1 costs
 - Murrayfield accommodation works planning approval submitted.
 - Agreed way forward for Constitution Street wall with CEC, funding arrangements still to be agreed.

The work has continued on a number of worksites including:

Section 1C/1D: City Centre Princes Street:

- Final sections of track will be placed during week commencing 09-11-09 with levelling, welding and concreting immediately thereafter.
- Carriageway works are continuing with surfacing taking place in various locations and reconstruction only now to take place in the west bound lane at Lothian Rd junction.
- Kerbing and slabbing continues and snagging of those elements is being carried out by CEC.
- TM works have started in George St at the Hanover St junction.
- Shelter installation is taking place
- Princes Street is 85% complete and due for handback to CEC by 29th November 09.

Section 5A Roseburn to Balgreen Road

- Additional GI works to establish the extent of the contamination at Russell Road Retaining Walls progressed during the period.
- Ground contamination discovered at the Simlock/Viking building areas.
- Piling works on W4 retaining wall commenced 03 November 2009.
- Russell Road Bridge- trial pits are scheduled to commence in Period 9.

Section 5B Balgreen Road to Edinburgh Park Central:

- At the guided bus way section piling works are completed and now handed over to Siemens ready to start Track works.
- BSC recommenced work on Carrick Knowe Bridge on 14 September 2009. South abutment and north abutment base slabs poured during the period.
- Edinburgh Park Bridge 80% complete.
- Construction of the in situ deck slab continued during the period. Cantilever deck sections over piers 1 & 2 remain to be completed. Track/robust kerb interface details remain to be resolved by SDS/BSC.

Section 5C Edinburgh Park Central to Gogarburn:

- A8 underpass combined phase 1 & 2 remains on hold. Further work required to quantify scope of work required by Scottish Power to confirm status of existing cables.
- Construction methodology has been agreed with Telecoms companies . Works to slew BT 6 way commenced 4th November 2009.

Section 6 Gogar Depot

- Depot Access Road and Depot Building Foundations started on 31st August 2009 and continuing with Drainage works;
- Depot Building Steelwork erection commenced 5 Oct 09 and majority of primary and secondary steel works have been erected. Roof cladding works to commence in Period 9.

Section 7 Gogarburn to Edinburgh Airport

- Gogarburn Bridge replacement piers and capping beam have been constructed. Bridge Decking works started. 71% complete;
- Gogar Culvert No.1 progressed significantly during period 08 and completed.
- Gogar Culvert No.3 remaining weir walls to be completed during period 9.

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. This is the highest number of construction milestones completed in a period to date.

Milestones	Period 08		Cumulative (Short-Term)		Contract Planned to P08
	Planned	Actual	Planned	Actual	
Prelims	2	2	57	57	57
Construction	29	19	72	70	706

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 08 2009-10	Period		Delta	Cumulative		Delta
INFRACO PERIOD 08 PROGRESS (Contract Rev.01 Programme)	Plan	Actual		Plan	Actual	
Section 1a Newhaven to Foot of the Walk	3.9%	0.0%	-3.9%	36.0%	0.0%	0.0%
Section 1b Foot of the Walk to McDonald Road	3.0%	0.0%	-3.0%	48.4%	1.4%	-0.1%
Section 1c McDonald Road to Princes Street West	7.5%	0.0%	-7.5%	24.9%	0.0%	-10.8%
Section 1d Princes Street West to Haymarket	8.5%	6.2%	-2.3%	80.1%	27.9%	-3.5%
Combined Sections 1A-1B-1C-1D (On-Street) Newhaven Road to Haymarket	5.6%	1.2%	-4.4%	43.5%	5.6%	-4.2%
Section 2 Haymarket to Roseburn Junction	8.8%	0.0%	-8.8%	90.1%	11.8%	0.0%
Section 5a Roseburn Junction to Balgreen Road	2.1%	0.0%	-2.1%	78.4%	3.5%	0.0%
Section 5b Balgreen Road to Edinburgh Park Central	1.4%	1.9%	0.5%	86.7%	21.3%	0.0%
Section 5c Edinburgh Park Central to Gogarburn	3.4%	0.0%	-3.4%	77.8%	2.8%	0.0%
Section 6 Gogar Depot	1.8%	2.5%	0.7%	91.2%	12.7%	0.0%
Section 7a Gogarburn to Edinburgh Airport	3.6%	8.3%	4.6%	63.9%	30.1%	0.0%
Combined Sections 2A-5A-5B-5C-6A-7A (Off-Street) Haymarket to Edinburgh Airport	2.6%	2.0%	-0.6%	82.2%	14.4%	0.0%
FULL ROUTE PHASE 1A NEWHAVEN ROAD TO EDINBURGH AIRPORT	3.8%	1.7%	-2.1%	66.3%	10.8%	-3.4%

Section	Commentary
Section 1a Newhaven to Foot of the Walk	Section 1A4 Lindsay/Newhaven Road under review with both design and construction methodology challenges. Award of contract awaited to allow Utility diversions to be carried out for W1 Lindsay Rd RW which releases Infraco works in this section. Temp. Utility diversions at bridges complete. Infraco Bridges works start date depending on BDDI – IFC agreement. Utility diversions in Section 1A1 still being designed with design due to be available from mid Dec.09
Section 1b Foot of the Walk to McDonald Road	Roadworks due to commence post Leith embargo delayed to Jan 10 awaiting MUDFA completion, following abandonments and completion of additional works. Cabling work will not be finished by that time which will take 22 weeks to complete.
Section 1c McDonald Road to Princes Street West	Roadworks due to commence post Leith embargo between McDonald Rd and Picardy Place delayed to Sep-09 awaiting MUDFA completion. Now likely to start Jan 10 following abandonments and completion of additional works. Cabling work will not be finished by that time which will take 22 weeks to complete. Section between Picardy Place and St Andrew Square still subject to programme challenge. Section of east side of St Andrew Square dependent on successful solution to telecoms diversions. Section of Princes St between the Mound and Waverley bridge progressing to meet programme completion Nov.09.
Section 1d Princes Street West to Haymarket	Princes Street works re-started 23Mar09 and continue between South Charlotte Street and the Mound to meet programme completion Nov.09. Section between South Charlotte St and Lothian Rd commenced week 4 of Period 05 and progressing to meet programme completion Nov.09. Tram Works in Haymarket are dependent on MUDFA completion but are not expected to start until Jan.10.
Section 2 Haymarket to Roseburn Junction	Haymarket Viaduct temporary works design resolved and works are expected to start 23 November 2009.. Verity House access rd complete 23rd May09. All required consents in place for track installation. Site clearance in Section 2A commences on 7 December 2009.

Section	Commentary
Section 5a Roseburn Junction to Balgreen Road	Temporary & permanent works re-design along with commercial resolution delaying various structures. All required consents in place for track installation. W4 Russell Rd RW piling commenced period 08 and had obstructions during piling works.
Section 5b Balgreen Road to Edinburgh Park Central	Temporary & permanent works re-design along with commercial resolution delaying various structures. Progress in period is against S27 Edinburgh Park viaduct. All required consents in place for track installation. Carrickknowe Bridge progressing during Period 8 with steel fixings and shuttering on the both abutments.. Guided Busway section: Majority of civil works completed. Track laying expected to start during period 9
Section 5c Edinburgh Park Central to Gogarburn	A8 Underpass recommenced during P13 2008-09 but has since been on hold due to discovery of obstructions & refusal of piles. Design solution to combine Phases 1 & 2 now in place. Traffic diversion completed. Delayed awaiting BSC to resolve construction methodology issues with telecoms companies. Telecoms works have been started week 4 of period 8.
Section 6 Gogar Depot	Depot works recommenced 17 th August 2009. Depot Building column foundations completed . Depot Steelwork installation commenced 5/10/09 and completed to GL 12 of 20 by period end
Section 7a Gogarburn to Edinburgh Airport	Gogarburn Bridge: Bridge deck and parapet upstand poured.Culvert 1: Wingwalls poured and flow diverted and culvert backfilled . Culvert 3: Western wing wall base cast.

2.6 Tram construction (Tramco)

Good progress continues to be made with the progress of deliverables against the schedule. Fabrication has commenced on the body shell for the 10th tram. Internal fit out and wiring continues for Trams 2 & 3 and the first tram is nearing completion of the Factory Acceptance Testing process, which has included it's first run under traction power. Dynamic testing will begin in earnest in the New Year. A contingency is being investigated for storage and testing should the first trams be complete before the depot is ready to receive them.

The CAF contract programme is incorporated in the Master Tram Project Programme and the current position indicates the following confirmed milestone dates:

- 1st Tram delivery – 09-Apr-10
- 5th Tram delivery – 10-May-10
- 27th Tram delivery – 17-Jan-11

2.7 Preparing for Operations

tie has launched a new workstream know as 'Preparing for Operations'. This is a joint initiative with TEL and is focussed on getting ready for the Testing & Commissioning phases as well as the operational introduction of trams. As part of the process, a new Committee (Benefits Realisation & Operational Readiness) has been set up and is reporting to the TPB. Closely related to this, **tie** has recently notified Transdev of its intent to exercise its option to conclude the existing contractual arrangements as allowed for in the DPOFA contract. Discussions about an ongoing relationship are underway.

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.

2.8 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. The St James centre re-development remains as amber as commencement of this project is now indicated towards the completion of the Tramworks and therefore interfaces should diminish.

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.	Sep-09	Apr-12	TBA	TBA	To be monitored.
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.	Now		TBA	TBA	To be monitored. Utility completion by end Aug09. 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.	Now		TBA	TBA	Awaits planning consent. To be monitored. Utility completion by end Aug09. 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-09	Oct-11	TBA	Dec-10	
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	Mar-10	Jan-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.

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	
National Portrait Gallery		Major building construction and re-furbishment. The renovation of the external facades including the renovation of the external masonry, the overhauling of the existing windows, the renewal of the existing rooflights and roof covering, the renovation of the existing rainwater pipes and the moving some of the existing window bars to the inside. 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	Mar-10	Oct-11	Oct-09	Nov-11	Combined TPM has been implemented and close working relationships for interface matters have been established.
St.Andrew Square Development	CEC	Demolition of existing buildings bordering South Side St.Andrew Square, South St David Street and Meuse Lane	Infraco Programme	Jan-10	Mar-10	TBA	TBA	Infraco activities will not commence until Jan 2010
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	Feb-09	Nov-09	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	Jan-10	Mar-10 (Oct-10)	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	Jan-10	Mar-10	Apr-10	Apr-14	No conflicts expected.

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	
NATO Conference		Conference is Friday 13th November 2009 to Tuesday 17th November 2009 (inclusive)	Potential Interface with Infraco works at Haymarket junction	Jan-10	Nov-10	13-Nov-09	17-Nov-09	No conflicts expected.
Princes Street Hotel	Deramore Property Group	Redevelopment of existing buildings at 121 - 123 Princes Street to 80,000 square feet 3 floor of retail and 100 bedroom hotel	Direct clash with Infraco programmed works in Princes Street during blockade	Mar-09	Nov-09	Early 2009	Jun-11	Infraco works progressing with no Interface problems
Princes Street Property	asediqbal consulting	Site clearance and redevelopment at 125a Princes Street on all 3 floors to convert to an EasyHotel	Access through BSC worksite. Internal strip-down ongoing and access required for debris removal.	Feb-09	Nov-09	TBA	TBA	Infraco works progressing with no Interface problems
New Hotel in Haymarket	Tiger Developments	New build hotel	Utility diversions continue until Jan.2010 Potential Interface with Infraco works at Haymarket junction commencing Jan.2010	Jan-10	Sep-11	TBA	2012	No conflicts expected. Planning permission refused during Period 08 2009-10
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	Jan-10	Sep-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	Jan-10	Sep-11	Aug-09	Jan-10	May Gurney programme received during Aug09. No conflicts expected.
Haymarket Station	First Scotrail	Installation of new lifts and walkways from Haymarket Terrace	Construction of Haymarket viaduct	Jan-10	Sep-11	Jan-10	TBA	
Haymarket Terrace	DTZ Surveyors	Common Repairs to buildings at 2-4-6-8-68 & 74 Haymarket Terrace	Scaffolding and external repairs	Jan-10	May-11	May-09	ASAP	Scaffold erected and building repairs underway between Infraco TM phases.

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	
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
RBS Tramstop - Gogarburn	RBS	Design by RBS - Build by Infracore	Design and consents not in place in a timely manner to allow Infracore to build to programme	Nov-10	Mar-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	Dec-09	May-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 review of the TS projects was carried out early October 2009 with TS.

2.9 Other

Gogar Surface Station

Key issues/Decisions Required

Network Rail has written to **tie** stating its requirements for site access and is seeking binding assurances from **tie**. These cannot be given without significant risk to the overall Edinburgh Tram Network. **tie** position remains that Gogar Interchange construction must have no impact on overall ETN programme. **tie** seeks Transport Scotland support in resolving relative priorities in the best interests of the ETN and EGIP programmes.

Design progress in Period 8

At the end of Period 8 **tie** assesses the design phase as 29% complete compared with 46% planned. The cost of work done is £255k compared with £405k planned. The forecast outturn remains unaffected.

tie is currently forecasting that there will be 24 calendar days slippage to the IFC drawings for the tram elements of the Gogar Interchange. **tie** has reviewed the opportunities for recovery of this slippage and believes that while it is still possible to recover some time through the approvals process this is not likely to be achieved due to the new requirement for a Category III check on the main retaining wall. This will be confirmed.

Programme milestones

Activity	Planned	Period 6 forecast	P8 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	8/1/10
Submit Prior Approval application	26/11/09	15/1/10	15/1/10
Receive Prior Approval	5/2/10	12/3/10	12/3/10
Receive Structures Technical Approval	5/2/10	8/3/10	8/3/10
IFC	26/2/10	22/3/10	22/3/10

tie has requested clarification as to responsibility for design co-ordination between the respective designs for ETN and the NR station. Transport Scotland has advised that this responsibility lies with Network Rail, however Network Rail originally disagreed with this, and have still not confirmed such agreement. **tie** has sought further clarity as to how this design co-ordination will be implemented by NR and this remains outstanding. Issues have already arisen in this respect and these could lead to further delay to the design.

Integrated Programme Development

tie has continued to meet TS and NR to allow TS to develop the integrated programme. Meetings in period 8 have mostly concentrated on construction sequencing and methodology to allow Network Rail to understand the constraints imposed by the core tram programme and the tram elements of the Gogar Interchange.. A further meeting on the integrated programme is scheduled for Period 9 as well as specific discussions on construction sequencing.

tie are providing a programme which will show when a costed assessment of the 'NR guarantees' can be provided to TS. This will allow an informed decision to be made by TS as the Interchange funder.

Relocating the 33 kV cable has been confirmed as a Network Rail responsibility. **tie** has assisted Network Rail with introductions to, and led initial discussions with Scottish Power. Network Rail will now take the lead role in this.

A 1500 combined sewer has been identified as requiring diversion. **tie** has previously gained Scottish Water approval and has completed a previous diversion to this sewer in this vicinity. **tie** has assisted Network Rail by attending meetings with Scottish Water on this matter.

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.

EARL Authorised Undertaker Interface

In the period **tie** and TS reached agreement on regularising **tie**'s role as Authorised Undertaker for the EARL scheme to ensure appropriate indemnities are in place in regard to the authorised undertaker role.

Land

Network Rail has provided draft temporary and permanent land acquisition plans to **tie**. We are reviewing these to establish the extent to which they are compatible with the tram scheme and will provide feedback in Period 9. This will then allow outline agreements to be reached on land transfer.

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 not yet arranged these meetings, but expected in Period 9.

Temporary traffic regulation orders (TTROs)

- No major traffic switches implemented in the period.
- Traffic management planning ongoing for Princes St Phase 3, Haymarket and Picardy Place.
- Buses will be returning to Princes Street on 29th November. Detailed Traffic Management implementation plans for this major traffic switch have been agreed and are monitored against plan on a daily basis.

Traffic regulation orders (TROs)

- The Council decision made on 22 September 2009 in support of the TRO process triggered commencement of TRO1.
- The Statutory Consultation process commenced on 12 October 2009, this process being limited to 7 Statutory Consultees only at this stage. This process concluded on 12 November, with no showstoppers identified, although a number of comments raised by L&B Police and Lothian Buses will require to be addressed in TRO2.
- It is envisaged that the Public Deposit of TRO1 will take place in Q1 2010, and envisages the order being made in July 2010.
- TRO 2 will follow the making of TRO 1. TRO 2 will reflect the complete design and issues that have arisen from TRO 2.

Network Rail

- INFRACO has now delivered its EMC Management Plan and EMC Strategy for NR infrastructure assets and established the scope for the immunisation works. A programme for these works is being developed with INFRACO for the Immunisation solution part. They should include the programme of those works for the immunisation solution for NR infrastructure. The NR Immunisation development nears completion
- INFRACO will be developing the full assurance case for NR acceptance. Preliminary assurance case to enable traction power testing and commissioning has been completed. Further assurance will be provided up to, and including, bringing into service;
- The contractor has submitted for ROTR possessions according to the look-ahead programme.
- NR – the Bridge and Operating Agreements are not yet concluded. There is an outstanding issue on indemnities to close out, and this is being elevated by CEC on the advice of TS, to the ORR. TS have provided helpful advice on this matter.

Third party interfaces

- Forth Ports – It is anticipated that CEC will enter into Licence agreements with Forth Ports for the remaining utilities and BSC works separately. The utilities licence is in place, and negotiations are ongoing with Forth Ports and ADM Mill regarding a land purchase to secure a value engineering opportunity. There are separate discussions ongoing between Forth Ports and CEC with regard to Section 75 arrangements for the broader development of the Leith Docks area. If not quickly resolved, this may impact on the project.
- 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** plan to take the matter up directly with TS;
- Building fixings – the process of lodging court submissions has commenced and of the 13 parties involved in the matter, 11 have withdrawn their objections, with two parties remaining committed to a court hearing, with dates to be determined during November.
- Interfaces are being managed to ensure that the SRU accommodation works and events are cohesive. **tie** have now agreed approach to the design and construction of the works with SRU.

BAA - Burnside Road (BAA) Raynesway Construction

- Works commenced on 10th August 09 and are currently on programme
- Bridge installation completed 24th October 09.
- Road construction is the critical activity in the period and is progressing in line with the programme.
- Planned Completion Date is now 22nd January 10

Section 7B Utilities

- MUD works – The MUD contractor (Farrans) continues on site
- Service diversions now complete and reinstatement to be complete 9th November 09.
- Protection slab to the gas main at the north end of Burnside Road is required; this is shallow due to adjacent services. Designer has been developing a RC slab solution however, the construction will impact the Completion Date.
- Forecast Completion Date is now 13th November 09 pending agreement with BAA on the protection slab detail.

Hilton Car Park

- INFRACO – The decision on the formal DRP matter concerning the Hilton Car Park was resolved in favour of **tie**, and works are commenced 9 November 2009 and are expected to be completed in early December.

Section 1 Utilities

- Farrans due to commence works 9th November 09
- Way-leaves to be agreed with ADM Milling and Forth Ports; expected to be concluded early in Period 9.
- C4 agreements being pursued with Scottish Power, Scottish and Southern Energy, BT, Tele West and GEO network. Scottish Water are still to approve the sewer design at Lindsay Road which is only part designed.
- Adoption of foul sewers by Scottish Water at Ocean Terminal needs to be resolved this can only occur if Ocean Drive is adopted by CEC.
- The remaining MUD works in plates 14-17 are still to be resolved & trial holes are underway to inform design. Design expected to be available Mid-Dec.

Murrayfield Pitches (Souters)

- Final accounts now agreed. Subject to works being carried out during maintenance and establishment period.

Archaeological works at Constitution Street (Frontline)

- Trial Hole 002 on West Side of Constitution St is progressing, due to complete early Period 9.
- Following meetings involving CEC and Historic Scotland (HS) it has been agreed the Cemetery Wall can be taken down and rebuilt, Heath architects are producing an investigation schedule to precede the down taking and will also produce the redesign for the wall in consultation with CEC and HS – due in Period 9.

3 Headline cost report

3.1 Current financial year

	FY 09/10			FY 09/10			FY 09/10			COWD To Date	Costs To Go	Total AFC
	COWD Period			COWD Year To Date			COWD Full Year Forecast					
	Actual	Budget	Variance	Actual	Budget	Variance	Forecast	Budget	Variance			
Total Project COWD	12.035	16.036	-4.001	65.831	83.774	-17.943	122.928	150.072	-27.143	299.860	233.449	533.309
Other Funding	0.994	1.324	-0.330	5.436	6.917	-1.482	10.150	12.391	-2.241	24.759	16.769	41.528
Demand on TS	11.041	14.712	-3.671	60.395	76.857	-16.462	112.778	137.680	-24.902	275.102	216.680	491.781

- The first DRP related adjudication decision was communicated to **tie** on 13th October on Hilton Car Park DRP and was found in favour of **tie** Ltd.
- **tie** Ltd and BSC reached commercial agreement prior to adjudication on the EoT1 DRP.
- Following the agreement for EoT2 liabilities, the indications are that BSC are moving in relation to works progress. BSC have indicated that they now intend to bring projected start dates forward for Haymarket Viaduct, Building Fixings works, and works at the Guided Busway.
- We continue in this report to reflect an outturn estimate of £527.1m. However, given the commercial uncertainties with the 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 forecast accurately a revised budget outturn.
- ***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 clearer during the remainder of 2009.***
- ***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.***
- The budget for ETP in 2009/10 is £153.3m, which has been produced linking the **tie** re-baselined programme to Infraco construction milestones. **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.
- The outturn figure for 2009/10 of £122.9m forecast in periods 6 and 7 is being held in-line with **tie**'s latest internal view of programme coupled with Project Managers informed view of Infraco deliverables in 2009/10. Note: key assumptions to the £122.9m reforecast are detailed in the Executive Summary Section of this report.
- The forecast (£122.9m) 2009/10 includes costs of £3.2m which relate to the demobilisation of Phase 1b Infraco construction contract. A payment of £3.2m was made to the Infraco Contractor in August relating to phase 1b costs.
- Funding available from TS for the project in 2009/10 is £149m. The TS share of this year's updated forecast (£122.9m) is £112.8m, giving available headroom of £36.2m.
- The negative figure in relation to utilities relates to betterment from the SU's.

Actual YTD P8 & forecast P9-P13 FY09/10

£m	YTD P8	Forecast P9 - P13,09/10	Total FY09/10
Infrastructure and vehicles	41.7	43.1	84.8
Utilities diversions	9.1	-1.2	7.9
Design	1.5	1.0	2.5
Land and compensation	0.8	0.8	1.5
Resources and insurance	9.6	7.0	16.6
Base costs	62.6	50.7	113.3
Risk allowance	0.0	6.4	6.4
Total Phase 1a	62.6	57.1	119.7

tie have identified £10.4m of specific Infraco milestones forecast in periods 12 and 13 that are reliant upon works commencing or progressing in order to meet the £119.7m outturn. The largest on-street sensitivities are: Trackwork from Waverley to St Andrews Square (£1.2m); Trackwork & Highways works from Shandwick Place to Haymarket (£0.9m) and on-street works at Foot of the Walk/Leith Walk (£0.7m). Key structures sensitivities to the forecast are Depot substructure and superstructure (£3.1m) and Edinburgh Park Bridge (£1.1m).

- ETP COWD to Period 8 is £65.8m (Period 7 £53.8m) against budget £83.8m. The main drivers for the -£18.0m variance are: the timing of Infraco works costs forecast in 2009/10 offset by MUDFA spend incurred over the original 09/10 budget plan.
- Tramco production activity is running two months ahead of schedule; this is reflected in the Tramco construction works forecast profile. It should be noted that a Depot related element of the Tramco forecast has been pushed back in period 8 to reflect a depot equipment milestone now falling into 2009/10.

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.

3.2 Current financial year profile

Profile for FY09/10 - Phase 1a only

£m	Q1 (p1-3)	Q2 (p4-6)	Q3 (p7-10)	Q4 (p11-13)	Total FY09/10
Infrastructure and vehicles	15.8	15.3	30.7	23.0	84.8
Utilities diversions	3.2	4.3	1.1	-0.7	7.9
Design	0.7	0.4	0.7	0.6	2.5
Land and compensation	0.6	0.1	0.1	0.8	1.5
Resources and insurance	2.9	3.5	6.1	4.1	16.6
Base costs	23.2	23.7	38.7	27.7	113.3
Risk allowance	0.0	0.0	0.0	6.4	6.4
Total Phase 1a	23.2	23.7	38.7	34.1	119.7

- A full reforecast of the Infraco 2009/10 cost profile was produced in periods 6,7 and 8 in lieu of **tie** receiving any updated agreed programme from the Infraco contractor. The 2009/10 reforecast has been informed by linking the latest **tie** programme to Infraco constructions milestones and taking Project Managers best view of what is likely to be achieved in the year. The realigned base costs and risk have then been linked against this programme; and
- The latest forecast for 2009/10 shows base cost of £113.3m and risk £6.4m, giving a total phase 1a cost of £119.7m. The £119.7m outturn forecast in period 6 and 7 is being held in period 8.
- The cost profile above shows a forecast ramp-up in activity throughout 2009/10, with base costs increasing from £23.2m in Q1 to a peak of £38.7m in Q3. This reflects the anticipated shift in Infraco milestone activity from Q1 to Q3.
- Note: Utilities diversions -£0.7m forecast in Q4 relates to final betterment elements forecast against utilities providers.

3.3 Total project anticipated forecast cost

Re-baselined Phase 1a AFC and profiling

£m	Cum FY07/08	Actual 08/09	FY 09/10	FY 10/11	FY 11/12	AFC
Infrastructure and vehicles	30.7	45.4	84.8	102.0	35.3	298.1
Utilities diversions	18.4	33.4	7.9	0.0	0.0	59.7
Design	21.4	4.7	2.5	1.8	0.6	31.0
Land and compensation	16.8	1.7	1.5	0.1	0.8	20.9
Resources and insurance	42.7	15.8	16.6	13.0	12.0	100.2
Base costs	130.0	101.0	113.3	116.8	48.7	509.9
Risk Allowance	0.0	0.0	6.4	7.1	3.7	17.2
Total Phase 1a	130.0	101.0	119.7	123.9	52.5	527.1
Phase 1b postponement	3.0	0.0	3.2	0.0	0.0	6.2
Total Phase 1a and Phase 1b	133.1	101.0	122.9	123.9	52.5	533.3

- The table above reflects the base costs and risks aligned to the **tie** re-baselined programme (Feb-12), and is informed by the re-alignment of the Infraco milestones schedule for 2009/10 in-line with the latest live programme and Project Management assessment of deliverables. The AFC for Phase 1a above includes an unapproved increase of £15.1m to the project risk allowance. The approved cost estimate for delivery of Phase1a of the project remains at £512m. The phasing of the £527.1m has been updated in period 8 by **tie**, and will be further updated when there is an updated agreed programme with the Infraco contractor.
- The latest forecast view includes £3.2m of costs relating to Phase 1b which crystallised as contractually payable to BSC due to the postponement of Phase 1b (this will require to be covered by current funding). Coupled with the re-baselined forecast, there is £11.7m of funding headroom within the £545m total funding available.

4 Time schedule report

4.1 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 late November 2012.

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

Milestones	Baseline programme date	BSC Rev 2 programme – unapproved *	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	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	Mar-10	22-Feb-09A
Tramco / INFRACO – award following CEC / TS approval and cooling off period and SDS novation.	28 Jan 08	14 May 08A	14 May 08A
Construction commences	14-Apr-08	14-May-08A	14-May-08A
First track installation commences – on street	03-Nov-08	09-Jun-09	Jun 2009A
Carrick Knowe Bridge commences	21-Aug-08	31-Mar-09	19-Aug-08A
A8 underpass commences	08-Aug-08	12-Jan-09	28-Aug-08A
Haymarket viaduct commences	08-May-08	18-Jun-09	01-Sep-08A
Edinburgh Park viaduct commences	06-Aug-08	02-Dec-08	01-Sep-08A
Tram mock-up delivered	Oct 2008		Nov 2008A
Demolition of Wanderers clubhouse	25-Aug-08	01-Jun-09	01-Dec-09
Edinburgh Park viaduct complete	24-May-09	14-Oct-09	08-Mar10
Princes Street re-opened	01-Aug-09	15-Jun-10	29-Nov-09
NR immunisation complete	Nov 2009		Jan-11
Utilities works complete (including telecoms)	Nov 2008	Sep-09	Jun-10
All demolition work complete	22-Aug-08	Sept-10	May-10
All Issue for Construction (IFC) drawings delivered (inc Gogar interchange design)	21-Jan-09	08-Oct-09 (not inc Gogar interchange)	Mar-10
Haymarket viaduct complete	08-Dec-08	07-Jan-10	May10
All consents and approvals granted	18-May-09		Mar-10
Design assurance complete	20-Jan-09		Mar-10
1 st Tram delivered	09-Apr-10	09-Apr-10	09-Apr-10
Carrick Knowe bridge complete	11-May-09	24-Dec-10	Oct-10
A8 underpass complete	14-Jul-09	30-Sep-10	Dec-10
Roseburn viaduct commences	20-Jan-09	20-Oct-09	Apr-10
TRO process complete	01-Dec-09		Jun-10
Driver recruitment commences	July 2010		Oct-10
1 st OHL installed (Commence Section 6)	11-Dec-09	Dec-10	Mar-11
1 st section (other than depot) complete ready for energisation (2)	25-June-10	May-11	Apr-11

Milestones	Baseline programme date	BSC Rev 2 programme – unapproved *	Actual / current forecast date tie live prgm
Commission Section 2 (Haymarket to Roseburn junction)	11-Jan-10	Dec-11	Jul-11
Final tram delivered	17-Jan-11	May-12	17-Jan-11
Driver training commences (depot only)	Dec-10	Jun-11	Jan-11
Commission Section 6 (depot)	25-Mar-10	Jun-11	Jul-11
Roseburn viaduct complete	20-Apr-10	Jun-09	Mar-11
Test track complete	23-Apr-10	16-Aug-11	Oct-11
Commission Section 7 (Gogar to Edinburgh Airport)	25-June-10	Oct-11	Dec-11
Commission Section 1 (Newhaven to Haymarket)	11-Mar-11	May-12	May-12
Commission Section 5 (Roseburn junction to Gogar)	09-Nov-10	Feb-12	May-12
Driver training commences (excludes depot)	Nov 2010	Aug-11	Jun-12
System testing complete off street	09-Dec-10	Mar-12	Jun-12
Construction Line 1a complete	17-Jan-11	05-Apr-12	May-12
System testing complete on street	16-Feb-11	May-12	Jun-12
Letter of "no objection" from Independent Competent Person to commence tram running	17-Apr-11	May-12	Jun-12
Shadow running starts	18-Apr-11	Jul-12	Aug-12
Shadow running complete	July 2011	Oct-12	Nov-12
Letter of "no objection" from Independent Competent Person to commence revenue service	July 2011	Oct-12	Nov-12
Open for revenue service	July 2011	October 2012	Nov-12

*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.

4.2 Key issues affecting schedule

Programme is one of the priorities of the PMP and a refresh of the key issues affecting schedule will be provided in future periods following engagement with BSC.

4.3 12-Week look-ahead

Milestones	Actual / current forecast date
5A W4 Russell Road retaining wall piling	28-Oct-09A
7 Gogar Culvert No.1	30-Oct-09A
7 Gogar Culvert No.2	30-Oct-09A
7 Gogar Culvert No.3	06-Nov-09A
7 Gogarburn bridge Deck (Pour)	06-Nov-09A
5C A8 Underpass recommence combined Phase 1 & 2	09-Nov-09S
1A Commence remaining non-MUDFA utility Diversions	10-Nov-09S

Milestones	Actual / current forecast date
5B Trackworks Balgreen Rd Saughton Road North	11-Nov-09S
5B Trackworks Saughton Rd to Bankhead (Guided Busway)	11-Nov-09S
1C3 Complete Utility diversions St Andrew Sq to Princes Street West	13-Nov-09F
7 Complete Utility diversions Ingliston Park and Ride to Airport	13-Nov-09F
1D Complete Road and Track works Lothian Rd junction	19-Nov-09F
2A S19 Haymarket viaduct re-commences	23-Nov-09S
6 Depot Building Foundations	25-Nov-09F
1B Complete Utility diversions Balfour Street to McDonald Road	27-Nov-09F
1C Complete Road & track installation on Princes Street	28-Nov-09F
5A Demolition of Wanderers Clubhouse	01-Dec-09S
1A3 Commence Temporary Platforms and Demolition Tower Place bridge	01-Dec-09S
5A Construct New Scotrail Carpark	07-Dec-09S
6 Depot Building Steelwork	15-Dec-09F
5B Trackworks Bankhead to Edinburgh Park Stn	04-Jan-10S
2A Track works Haymarket to Roseburn Junction	10Jan10S
5C W16 Commence Gyle Stop RW	11-Jan-10S
6 Depot Earthworks	11-Jan-10F
6 Depot Access Roads North	12-Jan-10S
6 Depot Sub-station	12-Jan-10S
7 Burnside Road construction	14-Jan-10F
7 W14/W15 Gogarburn RW	15-Jan-10S
7 Hilton Hotel Carpark	16-Dec-10F
5C S32 Commence Depot Access bridge	18-Jan-10S
1D Complete Utility diversions Haymarket to Shandwick Place	20-Jan-10F
5A S20 Russell Road bridge	01-Feb-10S
5B Edinburgh Park Station bridge	08-Mar-10F
1C1 Complete Utility diversions McDonald Road to Picardy Place	08-Feb-10F
1C2 Complete Utility diversions Picardy Place to St Andrew Sq	29-Mar-10F

A = Actual date

S = Forecast Start Date

F = Forecast Finish date

5 Risk and opportunity

5.1 Review of risk register

Summary

There were ten risk reviews held in the period. Two items were closed on the Infraco concerns register. There were nine draw downs on the risk allowance approved in the period totaling £2,272,144. This leaves a risk and contingency balance of £4,508,380 (based upon the approved Project Risk Allowance at Financial Close).

Risk and Opportunity Reviews

The following reviews took place in the period:

Date	Format of review	Attendees	Comments
19/10/09	Change and Risk Review	Project Risk Manager Infraco QS Infraco Commercial Mgr	Review of current and proposed changes against risk allowance
27/10/09	Section 1A Risk Review	Project Risk Manager Project Manager	Risks and Treatment Plans Reviewed
27/10/09	Review of risk allowance, cost and change register	Project Risk Manager Infraco Commercial Manager Deputy Finance Director	Review of figures to ensure alignment
2/11/09	Roads and Drainage Risk Review	Project Risk Manager Project Manager	Risks and Treatment Plans Reviewed
2/11/09	Signalling, Communication and Control (SCC) Risk Review	Project Risk Manager SCC Project Risk Manager	Risks and Treatment Plans Reviewed
3/11/09	Structures Risk Review	Project Risk Manager Project Manager	Risks and Treatment Plans Reviewed
3/11/09	Network Rail	Project Risk Manager Project Risk Manager	Risks and Treatment Plans Reviewed
3/11/09	Depot Risk Review	Project Risk Manager Project Manager	Risks and Treatment Plans Reviewed
3/11/09	Design Risk Review	Project Risk Manager Design Project Manager	Risks and Treatment Plans Reviewed
6/11/09	Princes Street Risk Review	Project Risk Manager Project Manager	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 43 risks in the risk register. The top five project risks are listed on the following pages.

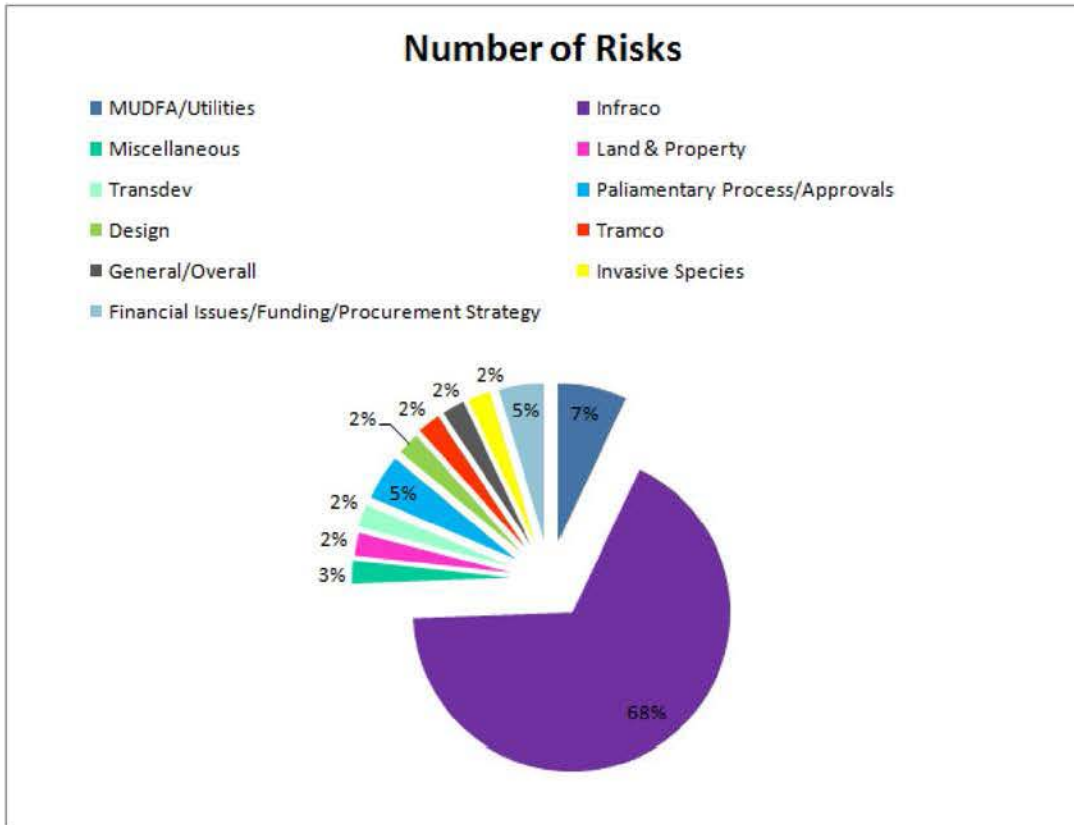
0910 Period 8 - Primary Risk Register

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; parliamentary processes, contractor issues.	Delay to completion of project	Increased out-turn cost due to delay plus revenue loss	S Bell	High - 25.0%		DRP on programme management (EOT); Liaison between tie/BSC programme managers Programme Management Panel process Weekly tie/BSC commercial meetings Production of a new programme	Undefined On Programme On Programme On Programme On Programme	Complete On Programme On Programme On Programme	30-Oct-09 30-Dec-11 30-Dec-11 30-Dec-11 31-Jan-10	S Bell T Hickman F McFadden M Paterson S Clark
1077	Base Data Design Information to Issued For Construction (BDDIFC). 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 - 25.0%		Establish a process which will act as a control mechanism for design changes. (If one exists already then ensure process is complied with) Intensive Mediation Marathon 25/6/09 to 6/7/09 to try and resolve issues. Mediation resulted in no overall agreement on BDDI - IFC although it gave useful background information. Strategy paper to be presented to TPB on 29 July to seek approval for way forward including utilising necessary contract mechanisms (DRP, audit etc) Resolution Strategy approved - 1st DRP to go 10th August, audit requests to BSC for information going w/c 3.8.09 Of the seven issues previously highlighted as going through DRP, one has been ruled in favour of tie, two have been agreed, one is on hold and decisions on the remainder are expected by mid-December 09.	Complete Complete Complete Complete Complete On Programme	Complete Complete Complete Complete Complete On Programme	30-Jun-09 30-Jun-09 14-Aug-09 10-Aug-09 17-Dec-09	T Glazebrook S Bell S Bell S Bell S Bell S Bell
1091		Excavation of soft, unsuitable material below Earthworks outline	Additional cost	F McFadden	High - 25.0%		Donaldsons to carry out surveys Extent of soft ground being investigated. External specialist advice deployed.	Complete On Programme	Complete On Programme	30-Jul-09 31-Dec-09	C Nell M Paterson

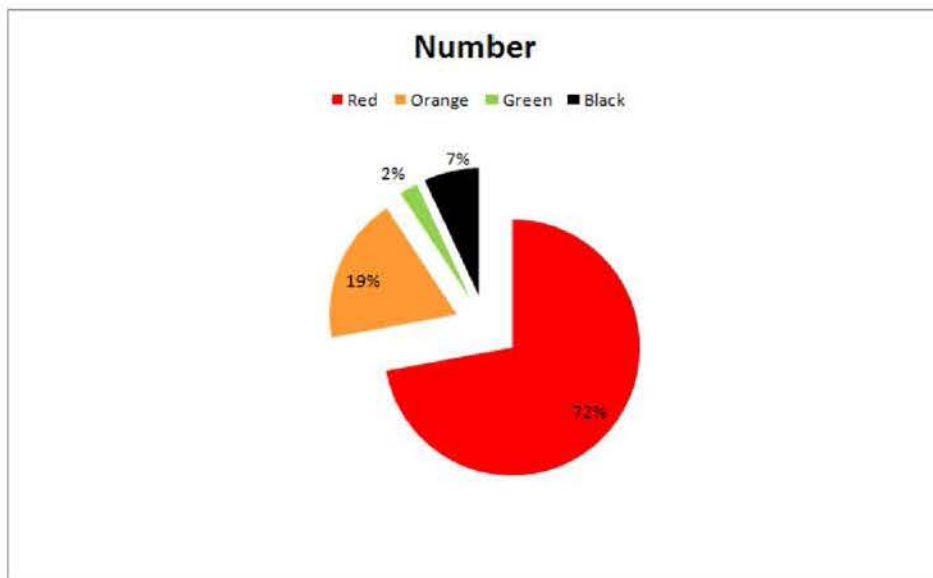
0910 Period 8 - Primary Risk Register

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	Complete	Complete	30-Jul-09	M Paterson
						Complete	Complete	30-Jul-09	M Paterson
						On Programme	On Programme	30-Dec-10	M Paterson
1094		Roads throughout works require full depth reconstruction	Programme impact plus additional costs. £1.5m cap applies to only 4 areas.	F McFadden	High	Complete	Complete	30-Jun-09	C Neil

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 items were closed in the period.

Discipline	Risk Number	Cause	Risk description	
			Risk Event	Effect
Section 1D	59	Surveys along the route have identified that the roads are not constructed as previously thought and extra reinforcement will be required to take the load	Tramworks have not allowed for full depth reconstruction - allowed for planing the road surface when laying track	Delay to programme, extension of time claim. Additional cost.
SCC	90	TEL do not supply required information regarding Lothian Bus's tracking system (INEO) to enable BSC to design a system which will successfully interface with INEO	Failure of BSC's Passenger Information Display System (PID) to interface with INEO.	Delay to programme, extension of time claim. Additional costs.

5.2 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 Hill	164	42	In conjunction with MUDFA, undertake trial excavations to confirm locations of utilities and inform designer. All complete but section 1A1 and York Place to Picardy Place outstanding.	30/11/2009	Yes	No	No	Period 9
A Hill	139	42	In conjunction with MUDFA, undertake trial excavations to confirm locations of utilities and inform designer. All complete but section 1A1 and York Place to Picardy Place outstanding.	30/11/2009	Yes	No	No	Period 9
B Cummins	928	690	The tie "Safety" bus is being used to deliver safety talks & culture surveys to the contractors workforce.	31/12/2009	Yes	No	No	Period 10
C Neil	931	681	Obstructions and voids survey, establish ownership reduced delay on discovery.	31/12/2009	Yes	No	No	Period 10
C Neil	1076	645	Tramworks PMs attendance at Traffic Management meetings. Weekly meetings between tie Tramworks and Utilities PMs. 4-weekly tie Tramworks/Utilities management meetings. Identification of programme clashes between Tramworks and Utilities works tracked.	31/12/2009	Yes	No	No	Period 10
C Neil	1078	647	Engagement between tie and BSC at different levels. Regular review of BSC management of third parties as per Employers Requirements.	31/12/2009	Yes	No	No	Period 10
D Burns	869	644	Length of Line 1a to be re-surveyed on regular basis	30/12/2009	Yes	No	No	Period 10
D Sharp	271	559	Assure the quality and timing of submissions	31/12/2009	Yes	No	No	Period 10
F McFadden	914	557	SDS to obtain consent for design in accordance with programme requirements - SGN and Scottish Power. Complete with the exception of section 1A1	30/11/2009	Yes	No	No	Period 9
F McFadden	914	573	SDS to obtain consent for design in accordance with programme requirements - Scottish Water and all Telecoms. Complete with the exception of section 1A1	30/11/2009	Yes	No	No	Period 9
G Barclay	1084	654	Assess TM implications to minimise enabling works and additional cost	30/11/2009	Yes	No	No	Period 9
M Paterson	1091	667	Extent of soft ground being investigated. External specialist advice deployed.	31/12/2009	Yes	No	No	Period 10
M Paterson	1094	673	Suite of options from surveys to be reviewed and agreement reached	31/12/2009	Yes	No	No	Period 10
P Dobbin	105	683	Headland working at Constitution Street.	31/12/2009	Yes	No	No	Period 10
S Bell	1077	691	Six issues going through DRP process. Anticipated conclusion mid-November 09.	13/11/2009	Yes	No	No	Period 9
T Glazebrook	932	365	Undertake regular liaison during Immunisation Works design development (attend progress meetings with NR contractor)	30/11/2009	Yes	No	No	Period 9
W Biggins	911	628	Liase with Scottish Power to agree and approve method of crossing tunnel.	31/12/2009	Yes	No	No	Period 10

5.3 Cost Quantative Risk Analysis

The QRA which was in place at Financial Close was reviewed and amended in Period 9 08/09. A further review of the QRA was carried out in Period 13 08/09 and Period 1 09/10, with the results presented as a range of possible outcomes. The revised range of numbers was used to inform a range of numbers for the overall budget. This was discussed with the Finance Director in Period 7 and it was agreed that the 'ranging document' prepared in Period 3 should be revised and, where appropriate, updated. This process began in Period 8 with the Risk Manager, Infracore Commercial Manager and Deputy Finance Director. The output of this exercise is being reviewed early in Period 9.

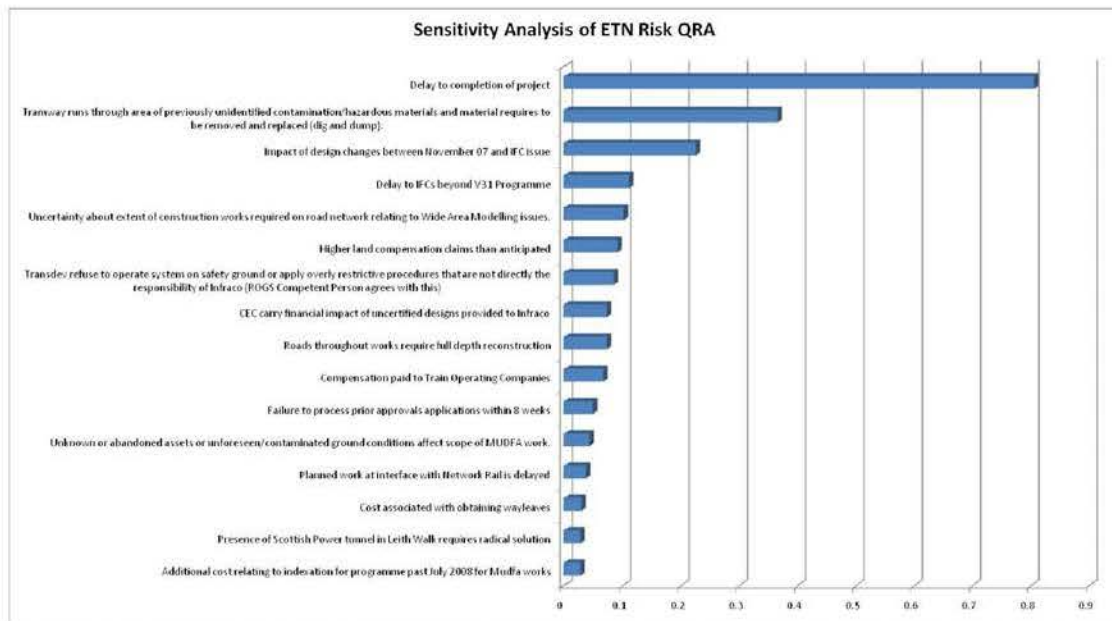
The Project Risk Allowance at financial close was £30,336,196. Drawdowns to the end of Period 8 09/10 now total £25,827,816. Remaining risk balance based on the approved QRA is £4,508,380.

Risk drawdown

The following table illustrates the drawdown applications on the project risk and contingency allocations in Period 8.

Description	Owner	Value (£)
Edinburgh Park Bridge Soft Ground	Mike Paterson	185,000
Additional design / construction support	David Carnegie	1,544,357
Edinburgh Park Office	Mike Paterson	150,000
Haymarket BDDI - IFC	Mike Paterson	28,858
A8 Underpass BT Supervision	Mike Paterson	7,959
As-Builts	David Carnegie	105,236
DRP Increase in costs	Stewart McGarrity	134,949
Haymarket retaining wall	Mike Paterson	94,317
Telford Access Road	Mike Paterson	21,468
	Total	£2,272,144

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.

5.4 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.

6 Health, safety, quality and environment

6.1 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	141,702	0	0	2	20	8	4	0	3	0.00	5.65
13 period rolling	1,685,175	1	2	31	250	146	11	9	55	0.18	8.66



There have been no reportable accidents during Period 8 bringing the 13 period Accident Frequency Rate to 0.18 which is ahead of the target for 09/10. Period 8 figures also show a slight overall decrease in the service damage frequency, however, the 13 period rolling frequency continues to fall significantly. There has been a slight increase in service damage for MUDFA works mainly involving small signal/power cables and water services. As a result of a significant power cable incident on Princes St. BSC organized a safety stand-down to discuss safe digging practices and protocols, this involved 168 staff and operatives.

There have been 20 near misses reported during Period 8 the majority of which were reported by the contractor - this is an improvement from last period. This can be attributed to better communication with all consortium partners and assistance from **tie**. The number of inspections planned by Project Managers was 15, the actual completed was 14 – 93%. 83% of the planned safety tours were completed during Period 8.

Targeted support is being given to ensure a successful hand back of a safe and suitable Princes St to the City with an emphasis on safety and quality. CEC are engaged and preliminary meetings and walkabouts have taken place.

tie have taken over the role of CDM Co-ordinator from Turner and Townsend after the proposal was approved by the **tie** board. Communication has been carried out to key stakeholders, contractors and designers. A meeting is planned with the Health and Safety Executive during P9 to further explain the process.

The Health and Safety Executive visited two BSC sites during Period 8. The majority of comments were good with some questions asked about the management of temporary works and hand arm vibration. BSC will be replying to the HSE and copying the response to **tie**.

Environment

Possible contamination subsequent to treatment of Japanese Knotweed to be determined at Russell Road. Contaminated materials to be removed to licensed tip. BSC Strategy for dealing with invasive species remains outstanding and has been escalated to director level. BSC requested to produce a refueling strategy based upon risk, for all site locations on the ETN.

6.2 Deliver a Safe Tram (Quality)

Section	Activity	Data Checked					
		Interdisciplinary Design Check	Hazards	Inspection and Test Plan System	Design Variation/Change	As Built	Asset Register
Section 7 Gogar Burn Depot	Erection of Structural Steel	0	0.5	1	N/A	N/A	N/A
Section 7 Gogar Burn Bridge	Culvert No.1	0	1	1	0.5	0.5	N/A
Section 5B Guided Busway	Piling for Line 2 WEBS section OLE Foundations	0.5	1	0.5	N/A	N/A	N/A
PD	Total (y)	0.5	2.5	2.5	0.5	0.5	0
	Max Possible Total (y)	3	3	3	1	1	0
Total to date	Percentage	15%	69%	89%	50%	74%	42%

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

Period 8 "Deliver a Safe Tram" inspection metrics were carried out on 3 activities across the project, 1 at Gogar-Burn Depot, 1 at Gogar Burn Bridge, 1 at the Guided Busway. The re-inspection of the OLE bases and Reinforced Slab were carried out on the BSC (McKenzie's) work at Princes Street in order to readdress actions from previous inspections. An improvement was found in Inspection and Test Plans. But poor quality workmanship of the setts in the central reservation was noted during the site inspection, this has been raised with BSC and tie await a formal response.

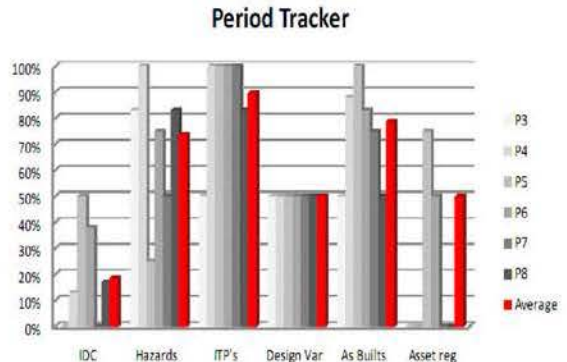
Of the 3 activities checked, there is little evidence of having gone through BSC's Inter-Disciplinary Check process, however discussions have now been held with BSC (Stefan Rotthaus) regarding their IDR/IDC process, and Tony Glazebrook of tie. The outcome of these discussions were clarification of the BSC process and the documents that should be observed on site. This should result in more meaningful findings arising from the inspections. In addition BSC gave a review of their change process.

There are a number of hazards still open on the BSC project hazard log. A meeting between BSC, tie and Transdev has taken place and further meetings are planned into December. An ITP workshop was carried out on the 14th October 2009 regarding the handover of Princes Street; this will be followed up on the 11th November 2009. J Ritchie and S Smith will continue to focus on the metrics inspections paying particular attention to the handover of Princes Street. Assistance will be given to the Princes Street construction team the week prior to handover.

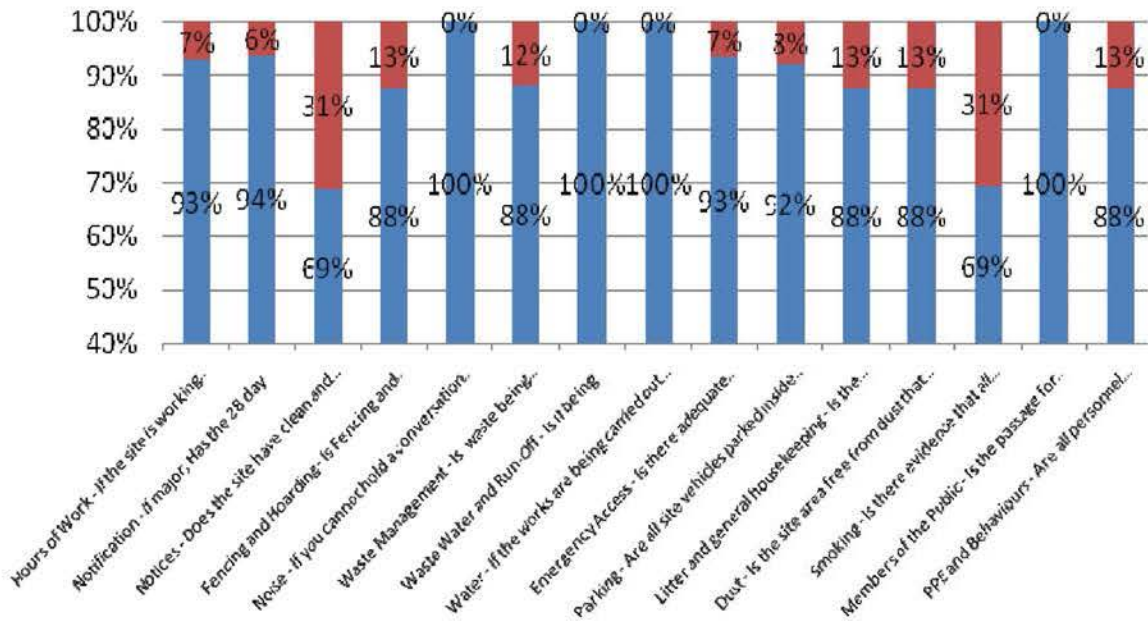
A meeting is to be arranged in Period 9 between J Ritchie, S Smith and Eddie Ingles BSC Maintenance Manager, to fully determine the Asset Register requirements for the project.

Action being taken

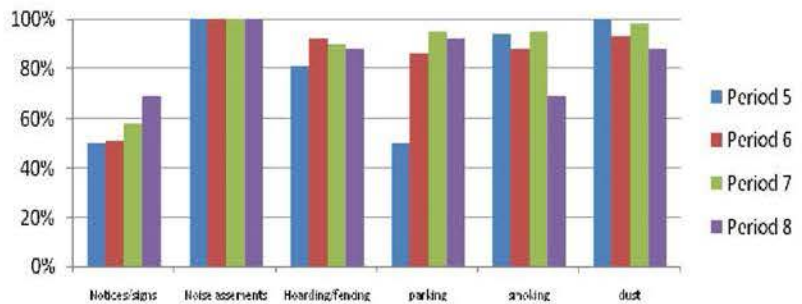
- BSC are providing greater support in the metrics inspection.
- Areas previously inspected are being re inspected to close out actions
- Weekly meetings to be held with tie Quality and BSC quality departments (from 20/11/09)
- Metrics checks to be carried out weekly on Princes Street until formal handover
- A successful presentation from BSC to the Office of Rail Regulation was given on Princes St trackform including integration aspects. Further presentation planned for December.



Code of Construction Practice Period 8



COCP compliance continues to be monitored by tie and improvements in the Period are evident across several areas including site vehicle parking, site cleanliness and operative behaviours. Key trends are being monitored for improvement or otherwise. There has been a decrease with the compliance of no smoking within the site. This was addressed at the time and will be further monitored.



7 Stakeholder and Communications

7.1 *Media / Press Activity*

The media activity has been steady, mainly with balanced and positive coverage much of which has been proactively placed with the media. There has however, been some residual negative coverage on the back of the cancellation of the Glasgow Airport Rail Link by the Scottish Government which attracts mention of the Trams Project.

Edinburgh Trams is focussing very much on the theme of proactively highlighting progress on the various parts of the Project with coverage in relation to Princes Street, tram works at the Airport, bridge construction as well as utility works along the tram route. The launch of the joint Edinburgh Sparkles campaign took place this month in which the Trams Project has been heavily involved. We can expect further intensified coverage on the back of this winter marketing campaign throughout December in the lead-up to the Festive Season.

The focus throughout December and into January will be very much on highlighting the progress of the various stages of the Project, and some of the technical achievements involved as well as supporting the Edinburgh Sparkles campaign.

The rounds of media meetings with key journalists and editors continues to reap dividends by providing a much closer working relationship with the media to ensure that accurate and fair reporting is established and maintained to ensure that factual reporting is achieved as much as possible.

7.2 *Customer Service Activity*

Incoming correspondence for Period 8 totalled 453, an increase of 30 from last Period's 423. Phone calls (175), Emails (142) and Meetings (116) logged the most correspondence by subject with 20 contacts coming via the remaining channels of communications with the Customer Service Team.

The majority of correspondence continues to be Information Requests (417) while Complaints and COCP Complaints remain consistent from Period 7 with 7 and 5 contacts each. A drop in enquiries regarding Employment has been noted from Period 7 and is replaced by a distinct rise in Insurance Claims which reached 6 claims during Period 8. Reasons for these claims included a claim for loss of business, an injury claim and a claim relating to a power outage on their premises.

7.3 *Public Information Planning*

We have ordered and delivered a large batch of new worksite signs which display the estimated date of completion of works for the specific worksite, along with twitter and facebook addresses to complement our existing website address – an advantage with our twitter and facebook communications is that they can be very specific and update rapidly, helping to keep the public apprised of current developments/incidents.

A 4 x 1.5 metre vinyl sign giving the public information about trams, has been installed close to the location of the airport terminal tramstop, on Burnside road. This is on the major route out of the airport and close to the airport taxi rank, giving high throughput visibility.

Our message thanking the public for their patience during the tramworks has been designed for the back page of the EH Living magazine, which is due to be published on the 16th

November 2009 and will be a free supplement with the Scotsman newspaper on the 21st November 2009.

Several metal roundal signs have been delivered for the West End Village and will soon be installed. These signs will help give greater visibility to the West End Village during current and upcoming tramworks.

Plans are underway to install information panels in Princes Mall shopping centre at Waverley Station. We have forwarded artwork to Princes Mall and are awaiting their approval prior to installation.

We have also printed directional signage for the Garden of Remembrance next to the Scott Monument so that visitors can navigate there from Princes Street.

7.4 Website / Internet Communications

There were 14,991 visits to the www.edinburghtrams.com website this period. The number of followers on twitter has risen to 377 against last period's 319. Facebook interaction and membership has also risen, breaking the 400 members mark with 423 'fans' now following our Facebook page as compared with last period's 363. The number and variety of influential stakeholders, such as MSPs, journalists and business leaders following our updates continues to rise, especially on twitter.

Video podcasts have been viewed 2450 times on www.edinburgtrams.com this period, up from a total of 1997 when last reported. It is not possible to track how many people subscribe for these updates via Apple iTunes, though it is anticipated that there will be a drop-off in views on the 'edinburghtrams' site as a volume of users move to subscription via the iTunes store. The number of people linking to the iTunes URL for the podcast holds steady from last period.

RSS feeds, which actively push information to users were accessed 3,871 times this period, compared with 3,395 last period. "Local Updates" remain in second place, with podcasts becoming our most popular RSS item with over twice as many hits. Partially explained by the increasing popularity of our Facebook and Twitter pages, these figures reveal a consistent trend over the last three periods making our video podcast our single most accessed online communications resource after the facebook and twitter feeds themselves.

Participation in online discussion forums on our Facebook site has increased, with users now posting some of their own discussion threads about topics which are of interest to them. Photo and video features remain our most popular content items on social media networks.

7.5 Logistics

Logistical support will come to an end for the start of the city centre embargo. Support will return to those areas of the city where stakeholders are affected by tram construction after the New Year.

7.6 Partner and Stakeholder Communications

The opening of Princes Street on November 29th has been extensively communicated across the City, in particular the City Centre traders and residents. Along with Princes Street, the removal of our worksites from across the route including Leith Walk and Constitution Street in preparation for the festive period has also been communicated.

Tramformer visits have taken place, with 16 schools now involved. Two children from each of the schools visited either the mock up tram followed by a tour of the track laying process, or the bridge works at Carrick Knowe. Follow up work will be done with the children to help them to share their experience with the rest of the school.

We are continuing to work with Scottish Businesses in Communities. As part of this we participated in a careers workshop at Broughton High Schools for Primary 7 classes from the catchment area. More workshops are planned in the near future.

The Cycle Forum meeting was attended by a member of our communications team to update other attendees on tram construction works throughout the city.

Information was provided to an annual newsletter for Edinburgh Park businesses and tenants regarding the project and updating them on our works in the local area.

Presentations were given to the following during Period 8:

- Edinburgh Women's Club
- Railway Journalists
- Edinburgh Council South Neighbourhood Partnership

A representative from the project attended:

- SNP Conference Dragons Den Fringe Event
- Transform Scotland AGM
- Scottish Council for Development and Industry Annual Dinner
- Meeting with McDonald's Estates
- Edinburgh City Region Conference

7.7 Freedom of Information Requests

Period 8 has seen 4 new Information Requests received. One response has been sent for review, with one other request currently being reviewed by the Information Commissioner. An annual review is also underway of the agreed action plan between **tie** and the Scottish Commissioners office which dates from November 2008.

7.8 Winter Festival

This period saw the launch of the joint Edinburgh Sparkles campaign throughout the City and beyond with a wide range of related agencies and stakeholders working together to co-ordinate efforts to raise the profile of the City in the lead-up to and throughout the Festive period. The campaign which will see a wide variety of events taking place throughout the City is being supported in a number of ways by **tie** by way of sponsoring events for City Centre and West End Retailers which will be widely publicised as part of the overall campaign. Some of the activities being supported and sponsored by **tie** include a giant snow-globe, giant polar bear, art car parade, tartan tram, giant laminated fountain as well as a wide variety of other events.

Publicity includes media articles, bill-board advertising taken out at Queens Street Railway Station in Glasgow for the Edinburgh Sparkles Campaign, newspaper advertising as well as joint marketing ventures with other partners within the Edinburgh Sparkles campaign group.

tie is also supporting traders in the Leith Walk and Constitution Street areas of the City in the lead-up to the festive season by removing tram works from Leith Walk and re-opening Constitution Street to through traffic throughout the City Centre embargo period (these areas are not usually covered officially by the embargo).

The handing back of Princes Street to the City will take place on 29th November with buses returning to the main City thoroughfare. This is will be the main focal point for the beginning

of the festive activities in the City with a ten day countdown taking place in the lead up to the re-opening.

The Edinburgh Sparkles campaign, which **tie** is playing a leading role, will attract shoppers to the City Centre through widespread co-ordinated advertising and media relations campaigns.

7.9 Customer Service Figures

a) Transport Scotland - Monthly Customer Service Report 12/10/2009 - 06/11/2009

Item	Volume Month	Volume (Cumulative from 21/11/08)	Performance (Month)	Performance (Cumulative)	Target Performance
Telephone response	221	3148	97	97	90% in 30 seconds
Telephone Same day resolution	212	3041	97	97	Info only
Email acknowledgement	144	1665	100		100% acknowledged within 24 hours
Email response			100	99	90% resolution in 7 days
Email same day resolution	132	1512	92	91	Info only
Letter acknowledgement	7	99	100		100% acknowledgement within 24 hours
Letter response			100	94	100% resolution in 7 days
Total Enquiry Volumes	372	4912			
Website update	86	948	100	100	Weekly

b) Out of Standard/Work in Progress statement at month end 06 Nov. 2009

		Volume of WIP @ m/end	Oldest date	Oldest Issue	Handled By
M/e 06 Nov. 2009	Email	3	02/11/09	Princes Street	David Burns/Mandy Nelson
	Letters	1	05/11/09	Tram Plate Number	Alastair Richard/Tom Wynn
	Calls	1	06/11/09	St Andrew Sq. BT work	Gail Blyth/Gillian Arnot/Tom Wynn

c) Monthly Notifications Performance 12/10/09 to 06/11/2009 and Cumulative from 21 November 2008

0 Major notifications
12 Minor notification – 12 for utility (all in standard) 0 for Tram)
0 Emergency notifications

Notification Type	Work Site		Utilities	Tram works	Total	% in Standard
	Month					
Major works	Month	Notifications	0	0	0	
		In Standard	N/A	N/A	N/A	N/A
	Cumulative	Notifications	6	5	11	
In Standard		0	2	2	18	
Minor Works	Month	Notifications	12	0	12	
		In Standard	12	0	12	100
	Cumulative	Notifications	71	28	99	
		In Standard	62	19	81	82
Emergency	Month	Notifications	0	0	0	
		In Standard	N/A	N/A	N/A	N/A
	Cumulative	Notifications	14	0	14	
		In Standard	14	0	14	100



Deliver a Safe Tram

Company Report – Period 08

Section	Activity	Data Checked					
		Interdisciplinary Design Check	Hazards	Inspection and Test Plan System	Design Variation/Change	As Built	Asset Register
Section 7 Gogar Burn Depot	Erection of Structural Steel	0	0.5	1	N/A	N/A	N/A
Section 7 Gogar Burn Bridge	Culvert No.1	0	1	1	0.5	0.5	N/A
Section 5B Guided Busway	Piling for Line 2 WEBS section OLE Foundations	0.5	1	0.5	N/A	N/A	N/A
PD	Total (y)	0.5	2.5	2.5	0.5	0.5	0
	Max Possible Total (y)	3	3	3	1	1	0
Total to date	Percentage	19%	69%	89%	50%	74%	42%

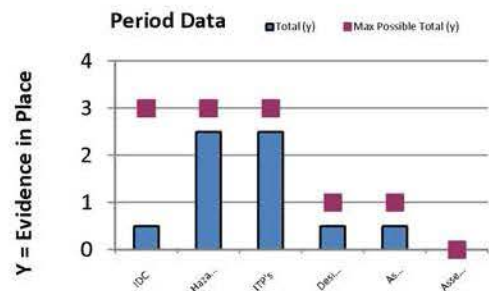
Key - Y = Evidence exists (1) N = No evidence exists (0) NA = Not applicable (-) P = Part evidence in place (0.5)

1.0 Deliver a Safe Tram Key Metrics

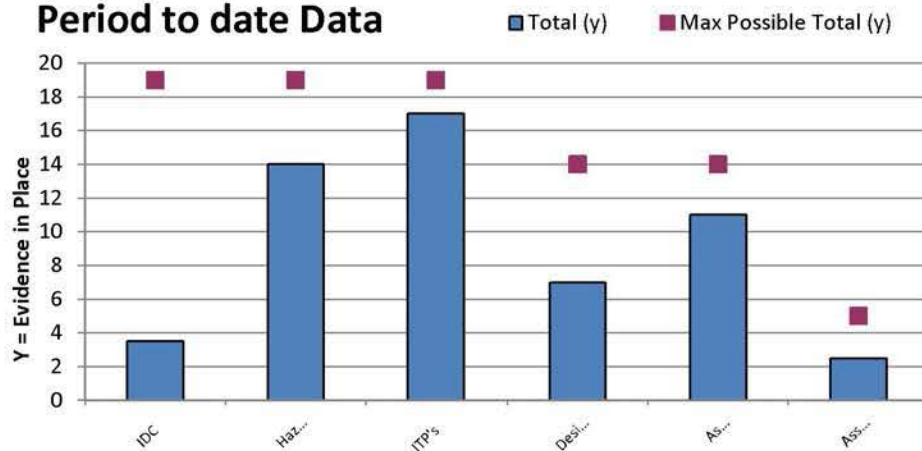
- Period 8 "Deliver a Safe Tram" inspection metrics were carried out on 3 activities across the project, 1 at Gogar Burn Depot, 1 at Gogar Burn Bridge, 1 at the Guided Busway.
- Re inspection of the OLE bases and Reinforced Slab were carried out on the BSC (McKenzie's) work at Princes Street in order to readdress actions from previous inspections. An improvement was found in Inspection and Test Plans. It was noted during the site inspection the poor quality workmanship of the setts in the central reservation.
- Of the 3 activities checked, there is little evidence of having gone through BSC's Inter-Disciplinary Check process, however discussions have now been held with BSC (Stefan Rothhaus) regarding their IDR/IDC process, and Tony Glazebrook of tie. The outcome of these discussions where clarification of the BSC process and the documents that should be observed on site. This should result in more meaningful findings arising from the inspections. In addition BSC gave a review of their change process.
- There are a number of hazards still open on the BSC project hazard log. A meeting between BSC, tie and Transdev has taken place and further meetings are planned into December.
- An ITP workshop was carried out on the 14th October 2009 regarding the handover of Princes Street; this will be followed up on the 11th November 2009.
- J Ritchie and S Smith will continue to focus on the metrics inspections paying particular attention to the handover of Princes Street. Assistance will be given to the Princes Street construction team the week prior to handover.
- A meeting is to be arranged in Period 8 between J Ritchie, S Smith and Eddie Ingles BSC Maintenance Manager to fully determine the Asset Register requirements for the project.
- Period 7 DaST and 2009/10 Health and Safety Strategy were presented at the PSCC meeting held on the 28th October 2009.

1.1 Deliver a Safe Tram – Required Action

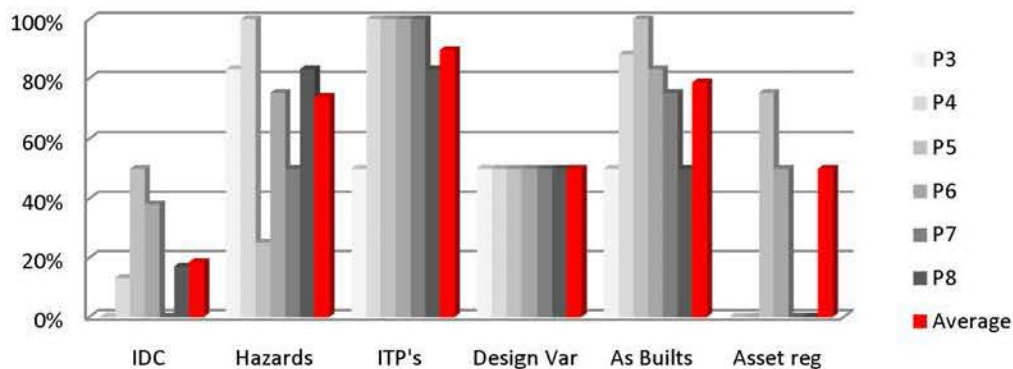
- BSC are providing greater support in the metrics inspection.
- Areas previously inspected being re inspected to close out actions
- Weekly meetings to be held with tie Quality and BSC quality departments (from 20/11/09)
- Metrics checks to be carried out weekly on Princes Street until formal handover
- A successful presentation from BSC to the Office of Rail Regulation was given on Princes St trackform including integration aspects. Further presentation planned for December.
- See additional notes on page 2



Period to date Data



Period Tracker



Summary of additional action taken by tie and BSC to improve Integration and Assurance –

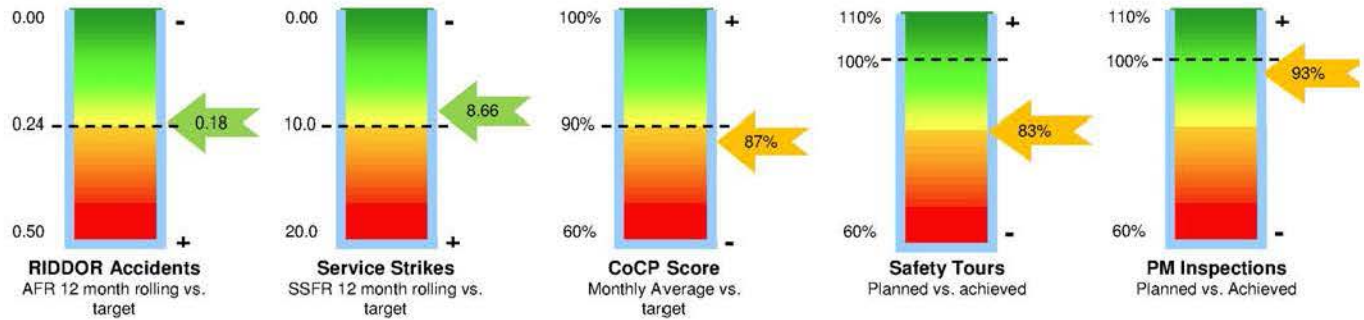
- Presentation given to ORR on overall integration process
- BSC Directors agreed to present Q&A session with tie
- Acknowledgement from BSC directors that not all areas have progressed through the Integrated Design Process
- Proof given to tie of areas that have progressed through Integration Process
- Specific **tie**/BSC weekly meeting to discuss quality control and integration mitigation
- Close out of past metric findings are progressing
- Acknowledgement of the re-work done
- Programme of IDR workshops in place
- Asset Management strategy is progressing



Deliver the Tram Safely

Company Report – Period 08^{09/10}

HS&E ACCIDENTS and INCIDENTS SUMMARY											
Total	Total Hours	>3 day	Major	Injury	NM/Unsafe Condition	Service Damage	ENV	RTA	MOP	AFR	SFR
Period	141,702	0	0	2	20	8	4	0	3	0.00	5.65
13 period rolling	1,685,175	1	2	31	250	146	11	9	55	0.18	8.66
Carillion	Total Hours	>3 day	Major	Injury	NM/Unsafe Condition	Service Damage	ENV	RTA	MOP	AFR	SFR
Period	30,880	0	0	1	7	5	2	0	3	0.00	16.19
13 period rolling	612,070	1	1	14	167	108	2	9	41	0.33	17.65
BSC	Total Hours	>3 day	Major	Injury	NM/Unsafe Condition	Service Damage	ENV	RTA	MOP	AFR	SFR
Period	78,588	0	0	1	11	3	2	0	0	0.00	3.82
13 period rolling	773,403	0	1	15	66	31	7	0	12	0.13	4.01
Other Tram	Total Hours	>3 day	Major	Injury	NM/Unsafe Condition	Service Damage	ENV	RTA	MOP	AFR	SFR
Period	13,126	0	0	0	2	0	0	0	0	0.00	0.00
13 period rolling	49,194	0	0	1	13	7	2	0	1	0.00	14.23



EXECUTIVE SUMMARY

- There have been no reportable accidents during Period 8 bringing the 13 period Accident Frequency Rate to 0.18 which is ahead of the target for 09/10.
- Period 8 figures show a slight overall decrease in the service damage frequency, however, the 13 period rolling frequency continues to fall significantly. There has been a slight increase in service damage for MUDFA works mainly involving small signal/power cables and water services. As a result of a significant power cable incident on Princes St. BSC are organising a safety stand-down to discuss service safe digging practices and protocols
- There have been 20 near misses reported during Period 8 the majority of which were reported by the contractor - this is an improvement from last period. This can be attributed to better communication with all consortium partners and assistance from tie
- The number of inspections planned by Project Managers was 15, the actual completed was 14 – 93%. 83% of the planned safety tours were completed during Period 8.
- Targeted support is being given to ensure a successful hand back of a safe and suitable Princes St to the City.
- tie have assumed the role of CDM Coordinator after approval was given by the tie board in P8.



Deliver the Tram Safely

Company Report – Period 08^{09/10}

HS&E INSPECTIONS SUMMARY <i>(a summary of significant inspection findings can be found in appendix B)</i>		
Project Running Totals	HS&E Tours	HS&E PM Inspection
Number planned	6	15
Number achieved	5	14

HS&E KEY ACHIEVEMENTS
<p>The AFR continues to fall and is now at 0.18</p> <p>Improvement in performance with Farrans at the airport after support from tie HSQE team</p> <p>Successful start of works at Russell Road/Haymarket Yards</p> <p>Improved relationship with BSC Safety, improved communication regarding deliverables, accident reports etc</p> <p>Successful installation of the bridge over Gogar Burn at Burnside Rd</p>

HSQ&E KEY ISSUES/ AREAS OF CONCERN/ GENERAL NOTES
<ul style="list-style-type: none"> Following the recent audit and meetings with Farrans at the Edinburgh Airport site it has been recorded that the Contractor's Inspection and Test Plans are now approaching an acceptable standard and the overarching quality management system is now being fully utilised. A meeting and further site visits have taken place and Farrans are implementing ITPs for the remaining elements of work. The service strike at Princes Street on 27.10.09 has raised an issue where an exposed cable, which may have been in poor condition was not reported to Scottish Power – awaiting full report from BSC but have discussed this point and asked BSC to ensure any possible lessons learned be passed on to all parties in the consortium There was an Incident at the Raynseway site next to the Airport where an inert shell was found, all protocols were followed and the item was successfully removed by bomb disposal specialists. Good practice and methods have been shared with other contractors on the Tram project. There have been 20 near misses reported, the majority of which were reported by the contractor. This is an improvement from last period due to communication and briefings with all parties during Period 8. The CoCP relaxation format has been revised to allow sign off by CEC. Specific areas targeted from P.7/8 have shown an improvement and BSC are now carrying out joint CoCP inspections with tie. The period 8 surveys have shown a drop in compliance levels on site tidiness, smoking and notices – these items will be discussed with BSC safety. A meeting took place with BSC, tie and the Considerate Constructors during P8. The use of the Considerate Constructors logo and 0800 number was discussed and it was agreed that a compromise may be possible. The Health and Safety Executive visited two BSC sites during Period 8. The majority of comments were good with some questions asked about the management of temporary works and hand arm vibration. BSC will be replying to the HSE and copying the response to tie.

SIGNIFICANT RISKS FOR THE NEXT PERIOD	
RISK	ACTION
<ul style="list-style-type: none"> Demolition works in advance of work in Murrayfield/Balgreen areas. Working over water at section 1a Tower Bridge. Deliveries of Materials to the Guided Bus way Handover of Princes Street Start of works in section MUD works 1A, new contractor Side entry manhole in Constitution St. Russell Road preparatory works Lindsay Road service diversions 	<ul style="list-style-type: none"> Asbestos surveys carried out. Full CDM compliance checks have been carried out and passed onto BSC. MS/RA to include control measure for working over Water of Leith. Ensure that Traffic Management is managed to provide safe access from Bankhead Drive. Handover meetings are taking place with BSC Contractor audits have taken place, pre-starts held and H&S,Q&E plans to be reviewed prior to start Graveyard wall survey report has been forwarded to contractor and works are being monitored Ensure that BSC manage environmental and/or contaminated ground issues in a compliant manner Ensure CDM compliance of tie and Principal Contractor before commencing work

ENVIRONMENTAL SUMMARY

List any significant environmental events, initiatives, breaches etc

- TCM to carry out soil samples at Russell Road in order to determine level of contamination subsequent to treatment of Japanese Knotweed.
- Further area of hydrocarbon contaminated ground found at Russell Road. Contaminated materials to be removed to licensed tip.
- No formal response received from BSC to state that SEPA have advised in writing that they intend to take no further action re the diesel spill at Gogar Burn
- BSC Strategy for dealing with invasive species remains outstanding.
- BSC requested to produce a refueling strategy based upon risk, for all site locations on the ETN.

QUALITY SUMMARY

List any significant quality events, initiatives, breaches etc

- DaST; Metric inspections continuing to take place. Review of all outstanding actions raised at previous inspections to take place during the next period. If actions are not closed out formal letters detailing ER/Contract requirements to be sent to BSC. Currently reviewing works on Princes Street in order to highlight problem areas and develop a template for handover of subsequent work areas given the lessons learned.
- Design Assurance Audit (TSA-09-03) carried out 1st October 2009. 4 findings (all minor) raised. All findings have been responded to by BSC, **tie** to determine whether information received is acceptable. Next SVS audit scheduled for 18th November 2009.
- Change Management Audit to be carried out by D. Carnegy on BSC scheduled for 11th November 2009.
- BSC Inspection and Test Plan workshop for completion of Princes Street attended by P. Colquhoun on the 14th October 2009, notes on this workshop were issued to PM's for info. Follow on workshop planned for the 11th November 2009.
- Separate quality meetings will now be held on a weekly basis with BSC and Duncan Fraser.
- S. Smith will now attend the PSCC bi monthly meeting to deliver the results of the DaST report.
- BSC to issue **tie** with a NCR report on a weekly basis in order to highlight status.

BEST PRACTICE SUMMARY

List key significant best practice initiatives

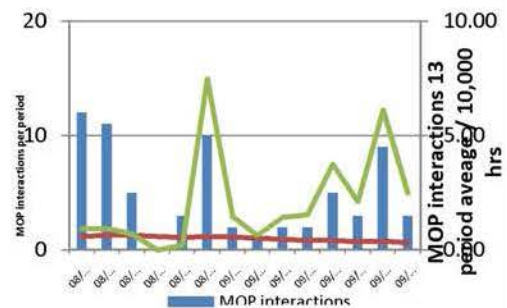
- There was an Incident at the Raynseway site next to the Airport where an inert shell was found, all protocols were followed and the item was successfully removed by bomb disposal specialists. Good practice and methods have been shared with other contractors on the Tram Project.
- BSC have carried out a CSCS survey and have reported over 90% personnel on site have appropriate certification.



MEMBER OF PUBLIC INTERACTION SUMMARY

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

- There has been a decrease in MOP incident (7 down to 3)
- 2 incidents in this period involved damage to jackets from protruding heras fencing and tripping over cable protectors - these points will be raised at PM and Contractor HSQE meetings to raise awareness of these issues
- Working outwith CoCP working hours and noise control has been a major issue with local residents and associations in various areas. Work methods are being reviewed with the Council. COCP protocols are being reviewed to take into account more interface with CEC personnel.



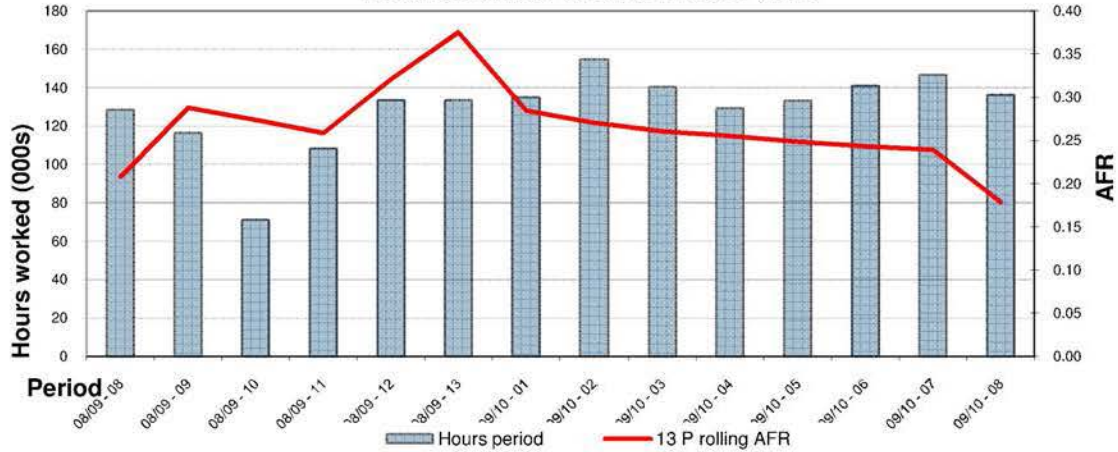


Deliver the Tram Safety

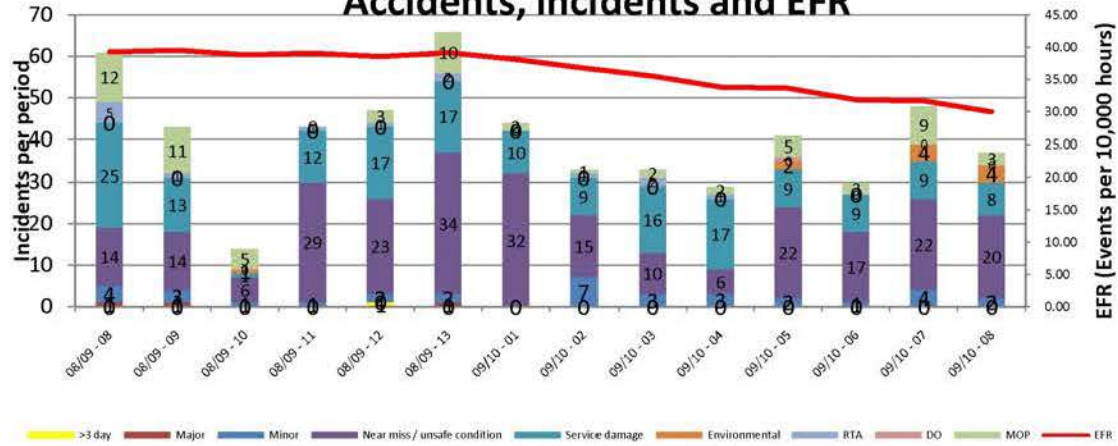
Company Report – Period 08_{09/10}

GRAPHS

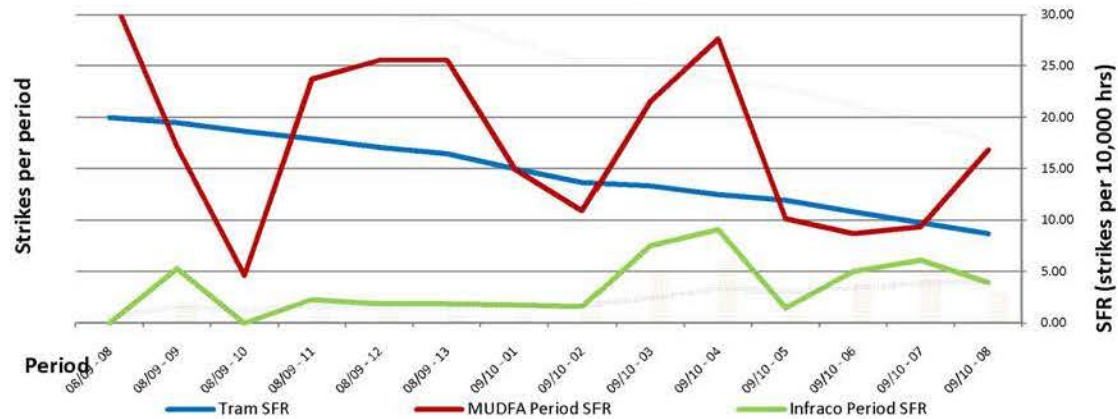
Hours worked and AFR over time



Accidents, incidents and EFR



Tram strike frequency





Deliver the Tram Safely

Company Report – Period 08^{09/10}

APPENDIX A SIGNIFICANT ACCIDENT / INCIDENT

AIIR Ref:	AIIR00981	Serious/Significant	Yes	Action taken by tie (if required): Information shared with other contractors, including procedure/ briefing for awareness and action to be taken upon discovery
Contr Ref:		Description:		
Project	Burnside Road EAL	Whilst excavating a possible UXB was unearthed and relocated by hand. Work was immediately stopped and the area cleared.		
Location:	East Abutment of Burnside Road bridge			
Date & Time	13 th October at 9.45am			
A/I type:	UXB	Action taken by Contractor:		
tie PM:	Ian Clark	The police were notified and explosive experts were sent to site and the EAL Security Officer. Site was cleared and further offices were vacated. The device as unearthed and removed from site under special controls. Site was risk assessed and a protocol developed and tool box talk held. Site was declared clear and work resumed at 11.30am		
Contractor:	Raynesway			
Sub Contr:	n/a			

SIGNIFICANT SERVICE STRIKES

AIIR Ref:	AIIR00977	Serious/Significant	Yes	Action taken by tie (if required): Contractor report will be reviewed by tie
Contr Ref:		Description:		
Project	MUDFA	Contractor was excavating with mechanical excavator and accidentally put breaker attachment of machine through a 12" water main, however, back feed in place so no stakeholders without water		
Location:	York Place			
Date & Time	10/10/09 @ 11am			
A/I type:	Service Damage	Action taken by Contractor:		
tie PM:	G. Younger	Called out SW who attended site at 11:15am and proceeded with repairs		
Contractor:	CUS			
Sub Contr:				

AIIR Ref:	AIIR01000	Serious/Significant	Yes	Action taken by tie (if required): Contractor report will be reviewed by tie
Contr Ref:		Description:		
Project	Infraco	A 12 inch water main burst whilst excavation operation being undertaken by Mackenzie in the junction of Fredrick St & Princes St		
Location:	Junction of Princes St & Fredrick St			
Date & Time	26/10/09 12.45			
A/I type:	Service Damage	Action taken by Contractor:		
tie PM:	David Burns	All works stopped and Scottish Water called by Dave Campbell of BSC		
Contractor:	BSC			
Sub Contr:	Mackenzie			



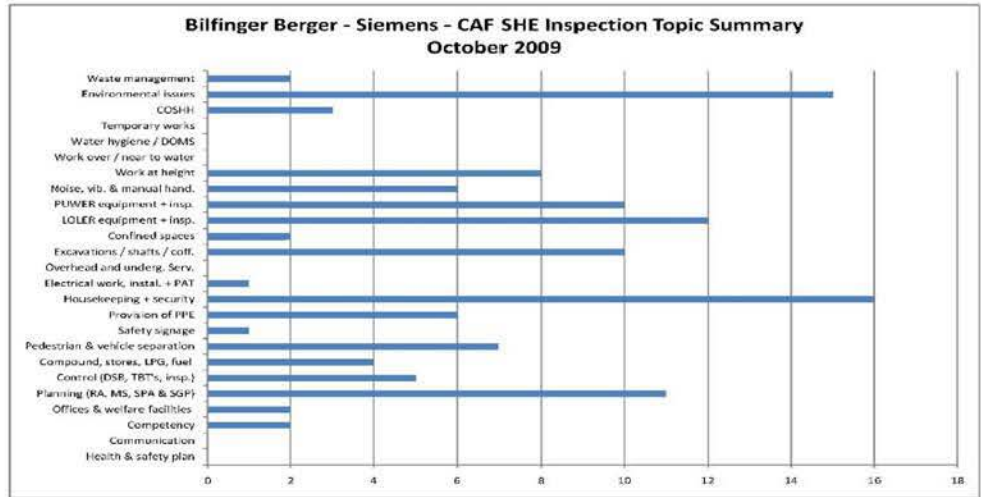
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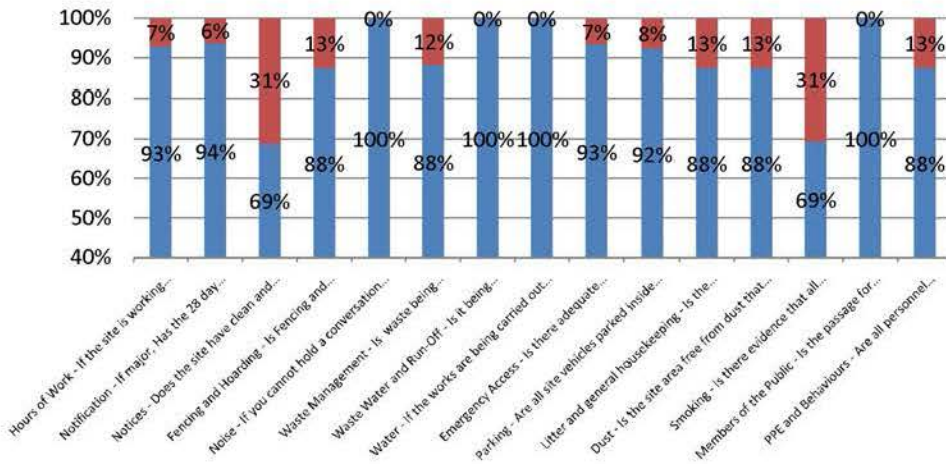
AllR Ref:	AIIR01002	Serious/Significant	Yes	Action taken by tie (if required):
Contr Ref:		Description:		
Project	Infraco	Low Voltage cable strike south lane 100m west of mound junction. 5T Excavator being used at time of strike.		Tie to review BSC application of Permit to Dig procedure.
Location:	Junction of Princes St & Mound			
Date & Time	26/10/09 16.30			
A/I type:	Service Damage	Action taken by Contractor:		
tie PM:	David Burns	Contractor has contacted SP to isolate as required		
Contractor:	BSC			
Sub Contr:	Mackenzie			

AllR Ref:	AIIR01004	Serious/Significant	Yes	Action taken by tie (if required):
Contr Ref:		Description:		
Project	Infraco	11kV cabled shorted within BSC site at south footpath on junction with Castle Street. No work being carried out by BSC in proximity to cable which was in fenced area. No injured personnel. Power supply interrupted to areas of George Street, traffic signals and shops on Princes Street between Frederick Street and South Charlotte street.		Tie are investigating incident with BSC.
Location:	Princes St: Frederick Street to South Charlotte Street			
Date & Time	27/10/09 11.45			
A/I type:	Service Strike	Action taken by Contractor:		
tie PM:	David Burns	Scottish Power on site and assessing cable for urgent repair.		
Contractor:	BSC			
Sub Contr:	Mackenzie			

APPENDIX B – INSPECTIONS TRENDS



COCP for P8



COCP Trends

