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**From:** Graeme Bissett [graeme.bissett@[REDACTED]]  
**Sent:** 11 March 2008 00:02  
**To:** Steven Bell; Jim McEwan; Stewart McGarrity; Andrew Fitchie; Susan Clark; Matthew Crosse; Geoff Gilbert; Alasdair Sim; Alastair Richards - TEL  
**Cc:** david\_mackay@[REDACTED] Neil Renilson (TEL); Willie Gallagher  
**Subject:** FW: Close Report and DLA Report  
**Attachments:** DRAFT OF DLA REPORT ON INFRACO CONTRACT SUITE issued 10.3.08.doc; 18181123\_1\_UKMATTERS(LT CEC re\_ contract suite update - 10.03.08) revised issued 10.03.08.DOC; 18180129\_1\_UKMATTERS(Infraco Risk Allocation Matrix March 2008).DOC; Close Report - v7 Issued 10.3.08.doc

Colleagues, the attached is a consolidated update based on your contributions over the last few days, for which many thanks.

The email below highlights the main open areas and I would be grateful if the relevant people would let me have a track change update by cob tomorrow Tuesday so that we can provide (almost) final copies on Wednesday. There are not many open areas, but one of the most sensitive is the section in Andrew's letter addressing procurement challenge. This requires urgent attention because it is a stick-on question for TPB / tie / TEL Directors on Wednesday am. Can Andrew, Geoff, Stewart and Jim please collaborate on this.

In addition to the open points, if you have any time at all tomorrow, please read / skim the documents and let me have any comments, especially any inaccuracies.

Regards  
Graeme

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Graeme Bissett

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**From:** Graeme Bissett [mailto:graeme.bissett@[REDACTED]]  
**Sent:** 10 March 2008 23:48  
**To:** 'Andrew Holmes'; 'Duncan Fraser'; Andy Conway ([andy.conway@edinburgh.gov.uk](mailto:andy.conway@edinburgh.gov.uk)); 'Donald McGougan'; 'Rebecca Andrew'; 'Alan Coyle'; 'Gill Lindsay'; 'Colin MacKenzie'  
**Subject:** Close Report and DLA Report

Colleagues, here are the approval supporting documents as discussed in recent days. They comprise :

1. Close Report
2. DLA Report + Letter + Risk matrix.

Some explanation.

Generally the material in these documents is in final form but you are aware that negotiations on a range of issues continue and some further updating will be required. The documents will also bear a thorough QC on format, cross references etc but hopefully are in reasonable order. The Close Report is in similar format to the version reviewed in January. The main exception is that the sections on the Infraco contract

suite and the Council Guarantee (previously sections 2 and 3) have now been presented as part of the DLA Report to accommodate a description of the legal underpinning to the final contractual positions without the threat of losing confidentiality. This should also minimise duplication. In addition, the paper on management of design and consents risk has now been included as an Appendix.

The main outstanding areas in the DLA documents are 1) comment on the alignment of the Infracore Proposal / ERs / SDS Design ; 2) an update on the Tramco contracts ; and 3) a careful assessment of the content on procurement challenge to ensure it is properly balanced. The DLA letter is an update of the earlier draft and the risk matrix is also an update with the track changes retained to illustrate the movement from the previous version. This is being revisited by Stewart in the context of the risk contingency and QRA. The final form of the DLA documents will be in the form of a formal report from DLA as opposed to the attached draft format. Appropriate caveats on FOISA will be reflected also.

Within the Close Report the main outstanding areas are 1) the section on the pricing schedule (being finalised) ; 2) the third party agreements are evolving to conclusion and this section will be updated to reflect changes ; 3) the Appendix on design and consents will require to be updated to the final position on submission and consent status ; and 4) some appendices to be attached, notably a capital cost analysis linked to the Infracore pricing information. You will also note the commercial confidentiality of some sections.

The section in the Close Report on procurement challenge has been retained in the same form as in the January version. This is a high-level process description and the more detailed advice on this matter is contained in the DLA Report.

Regards  
Graeme

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