

SCOTTISH EXECUTIVE FOLLOW UP TO GATEWAY 2 ASSESSMENT FOR THE EDINBURGH TRAMS: OCTOBER 2006

Introduction

The Chief Executive of Transport Scotland requires a follow up of the independent Gateway 2 assessment of the Edinburgh Trams Project. The work will be complete by 19 November 2006, and is provisionally scheduled to be carried out on 9 and 10 November 2006.

Purpose of the Work

This follow up of the Gateway 2 Assessment will assess progress to date against the recommendations from the Gateway 2 Review (set out below) and provide an updated conclusion as to the relative robustness of the project.

No.	Recommendation
1.	Implement in full those recommendations from the readiness review that have been indicated as “partially achieved”
2.	Ensure that key milestone dates for TS approvals decision making are included in the master timetable for the project.
3.	Ensure that detailed framework and resource plans for evaluation of the Tramco and Infraco bids are put in place. The Tramco one should be in place before the tender returns and the Infraco prior to the end of November. These should build on the principles of evaluation approved by the project board and the lessons learned from the MUDFA .
4.	Ensure that a process for reaching agreement on key assumptions for DBFC is put in place as a matter of urgency.
5.	Ensure that all stakeholders accept the procurement plan and are bound by the procurement timetable.
6.	Ensure that the health and safety officer is appointed as a matter of priority and that this person should be able to respond to the requirements of delivering the safety case for the tram.
7.	The Infraco ITN documentation should make the responsibilities of the Infraco supplier in respect of communications with third parties, including residents, clear and this requirement should be incorporated explicitly within the evaluation criteria. CEC must be given the opportunity to confirm that they are content with the requirements and evaluation.
8.	The Infraco ITN documentation should make agreed sustainability requirements clear.

Report

A report of the assessment of progress against the recommendations of the Gateway 2 Review will be presented to Damian Sharp of Transport Scotland. The basis of the assessment will be clearly specified in the report.

Timetable and Approach to the Work

The review team will review relevant papers and conduct interviews with a list of key personnel (likely to be a subset of those interviewed for the Gateway 2 Review). [The list of interviewees will be agreed between Transport Scotland, TIE and the Chair of the Review Team.] [Papers will include a summary document prepared by TIE detailing progress against the recommendations. Any other papers for review will need to be agreed between Transport Scotland, TIE and the Chair of the Review Team.]

Provisional dates for interviews: 9 and 10 November 2006. Report to be presented to Damian Sharp, Head of Major Projects, Rail Delivery Directorate, Transport Scotland no later than 19 November 2006.

Review Team

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Rail Delivery Directorate
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