



Transport Edinburgh

Edinburgh Trams

Lothian Buses

Tram Project Board Report on Period 12 Papers for meeting 10th March 2010

09:30am – 12:00pm

Distribution:

Members and attendees

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

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

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

In addition – for information only

Cllr Maggie Chapman
Andy Conway
Norman Strachan
Iain Coupar

Cllr Tom Buchanan
Frank McFadden
Alan Coyle
Gregor Roberts

Dennis Murray
Ailie Wilson
Susan Clark
Gill Lindsay

TRAM PROJECT BOARD

Transport Edinburgh

Edinburgh Trams

Lothian Buses

FOISA exempt

Yes

No

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Agenda Tram Project Board
Brunel Suite – Citypoint, 2nd Floor
10th March 2009 – 09.30am to 12.00pm

Attendees:

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

Apologies: Dave Anderson

- 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 12
 - Change Requests & Risk Drawdown
 - 2.2 Preparing for Operations (Alastair Richards)
 - 2.3 Building the Brand (Mandy Haeburn-Little)
 - 2.4 Building the Team (Richard Jeffrey)
 - 2.5 Preparing for the Future (Richard Jeffrey)
- 3 Governance (Graeme Bissett)
- 4 Date of next meeting – 7 April 2010
- 5 AOB

Edinburgh Tram Network Minutes

STRICTLY PRIVATE AND CONFIDENTIAL

Tram Project Board

10th February 2010 (09:30 to 12:00)

tie offices – Citypoint II, Brunel Suite

Members in Attendance:			
David Mackay	DJM	Bill Campbell	WWC
Richard Jeffrey	RJ	Donald McGougan	DMcG
Cllr Gordon McKenzie	GMcK		
In Attendance:			
Brian Cox	BC	Kenneth Hogg	KH
Neil Scales	NS	Cllr Ian Perry	IP
Steven Bell	SB	Cllr Allan Jackson	AJ
Stewart McGarrity	SMcG	Bob Cummins (Part Time)	BobC
Graeme Bissett	GB	Mandy Haeburn-Little	MHL
Alastair Richards	AR	Susan Clark	SC
Dave Anderson	DA	Alasdair Sim (minutes)	AS
Marshall Poulton	MP		

Apologies:

Cllr Phil Wheeler, Peter Strachan

1.0	Introduction, Review of Previous Minutes and Matters Arising	
1.1	DJM welcomed the participants to the meeting and thanked BC for deputising at the last TPB on 13 January 2010. DJM stressed the absolute requirement for commercial confidentiality on all matters and documentation related to Board business.	
1.2	The minute of the previous TPB were reviewed and all identified actions have been closed out. WWC updated the Board on the Completions' Commission review of Local Bus Services, noting that Lothian Buses are preparing a submission in response to the Commission's Statement of Issues. This response will be submitted on 04/03/10. DJM noted that TEL are currently talking legal advice on this matter together with CEC and LB.	
1.3	The minute of the previous TPB were approved as a true record and there were no further matters arising.	
2.0	Chief Executive's Summary	
2.1	RJ noted that the focus of the report to the Board would be on the <i>Building the Tram, Building the Brand and Preparing for Operations</i> business priorities. The <i>Building the Team</i> and <i>Preparing for the Future</i> reports will be deferred to a later date.	

3.0	Building the Tram	
3.1	<p><u>HSQE</u> BobC provided a report to the Board on HSQE matters. The key points arising from these discussions were: <i>Deliver a Tram Safely</i></p> <ul style="list-style-type: none"> ▪ There were no reportable accidents during Period 11, although one reportable accident has since been recorded at the beginning of P12; this relating to a site clearance incident at the Burnside Road site at Edinburgh Airport, and an investigation is underway. The RIDDOR rate remains at 0.12 in P11. ▪ There have been two significant service strikes in the period, one from Clancy Docwra and one from BSC. ▪ Work was suspended at the Haymarket Viaduct site when the sub-contractor failed to comply with the agreed Work Package Plan and safe operating systems for lifting equipment in proximity to the NR infrastructure. This matter is under investigation with BSC and it is disappointing that the matter was not raised by the managing contractor. <p><i>Deliver a Safe Tram</i></p> <ul style="list-style-type: none"> ▪ There has been little movement or improvement in the evidence provided by BSC proving that the design has been subject to a full Inter-Disciplinary Design Check. ▪ Detailed IDC audit was undertaken 28th & 29th January. Some comfort was gained but progress remains slow. ▪ Initial discussions regarding the Safety Verification System for the Princes Street works have taken place but due to pending audits on BSC/SDS, this exercise has been postponed until Period 13/01. ▪ BSC have been able to demonstrate good progress with as-builts for the areas checked. ▪ A number of productive discussions have taken place regarding the recording and management of assets for the Tram Infrastructure and the Tram. These have been carried out in conjunction with TEL and ETL. <p>IP asked if there is a defined period for BSC to provide confirmation of IDC obligations. SB noted that there is no defined timeframe within the contract, but it is an obligation on BSC that all IDC matters require to be evidenced and confirmed prior to handover of the completed works.</p> <p><i>Code of Construction Practice</i></p> <ul style="list-style-type: none"> ▪ The current COCP compliance rate is 88%, with improvements evident in regard to site notices and site vehicle parking. Smoking and site operative PPE remains a concern. 	
3.2	<p><u>Overview of Progress (Utilities)</u> SB provided an update to the Board on progress on utilities works, noting that:</p> <ul style="list-style-type: none"> ▪ Carillion works (MUDFA) between Constitution Street and Newhaven are complete, and Farrans have been awarded the remainder of the Section 1A utilities diversions which re-commenced w/c 4/01/10. 	

	<ul style="list-style-type: none"> ▪ Clancy Docwra are progressing the remaining utility work scope in the City Centre to complete the remaining works at – Haymarket, Shandwick Place, and York Place to Annandale Street, ▪ Outstanding BT Cabling related works are underway in St Andrew Square and Leith Walk. <p>The overview included the estimated completion dates for the core utilities scope and the follow up telecoms cabling works programme.</p> <p>A discussion on several detailed aspects of the works included a KH query on the use of MASS barrier along the centre of Leith Walk, where SB confirmed that this traffic management measure was implemented following agreement with the Leith Traders and in line with the recommendation of an independent road safety audit. DA asked that consideration be given to the communication strategy for the completion of the utilities works, noting that the ancillary cabling works takes place underground via manholes and very localised TM.</p> <p>SB reported that utilities progress is being reviewed on a weekly basis and monitored against site availability for Infraco Works.</p>																															
3.3	<p><u>Overview of Progress (Infraco)</u></p> <p>SB reported that progress on BSC related works remains slow and behind programme. No new on-street works have commenced in the Period.</p> <p>Works at a number of off-street work sites are however ongoing, with Edinburgh Park Viaduct and Gogarburn Bridge both at 85% complete. The depot building frame is in place and cladding and roof works are underway.</p>																															
3.4	<p><u>Change Requests and Risk Drawdown</u></p> <p>SB referred the Board to the approved change orders arising during Period 11, these are within the Project Director delegated authority and are summarised below:</p> <table border="1" data-bbox="305 1186 1315 1564"> <thead> <tr> <th>Reference</th> <th>Purpose & Value</th> <th></th> </tr> </thead> <tbody> <tr> <td>COP224</td> <td>Edinburgh Park Bridge South Abutment</td> <td>£9,495</td> </tr> <tr> <td>COP232</td> <td>Drainage Review Eastfield Avenue</td> <td>£1,065</td> </tr> <tr> <td>COP234</td> <td>Existing Services (CW/Th) A8 Underpass Gogarburn Retaining Walls W14A, W15a, 158 15C</td> <td>£20,324</td> </tr> <tr> <td>COP239</td> <td>Baird Drive retaining wall</td> <td>£578,530</td> </tr> <tr> <td>COP240</td> <td>Tower Bridge Amendments</td> <td>£2,706</td> </tr> <tr> <td>COP241</td> <td>Balgreen retaining wall</td> <td>£230,554</td> </tr> <tr> <td>COP195</td> <td>Utility Conflicts</td> <td>£69,272</td> </tr> <tr> <td>COP247</td> <td>MUDFA Design - Update Utility Drawings</td> <td>£70,053</td> </tr> <tr> <td></td> <td></td> <td>£976,587</td> </tr> </tbody> </table> <p>SB noted that the Baird Drive and Balgreen Road retaining wall items are in the formal DRP process, and that an assessment on value has been made for the purposes of the Change Control. RJ reported that a mechanism has been agreed with BSC whereby an independent QS can be brought on board where the only item of dispute with the contractor relates to value.</p> <p>IP asked how long one could expect the formal DRP process to progress through to adjudication, with SB responding that a 3 – 4 month timeframe</p>	Reference	Purpose & Value		COP224	Edinburgh Park Bridge South Abutment	£9,495	COP232	Drainage Review Eastfield Avenue	£1,065	COP234	Existing Services (CW/Th) A8 Underpass Gogarburn Retaining Walls W14A, W15a, 158 15C	£20,324	COP239	Baird Drive retaining wall	£578,530	COP240	Tower Bridge Amendments	£2,706	COP241	Balgreen retaining wall	£230,554	COP195	Utility Conflicts	£69,272	COP247	MUDFA Design - Update Utility Drawings	£70,053			£976,587	
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	would be expected. There is a mechanism within the contract to instruct works under dispute (Clause 80.15). The Board noted the Change Control Status at Period 11.	
3.5	<u>Finance</u> SMcG presented a report to the Board, noting current spend to date, approved budget status and risk allowances for the utilities and Infraco works.	
3.6	<u>Relationship with BSC</u> RJ presented an update on the current commercial position with BSC, noting that in line with the recommendation of the previous TPB, a full and detailed report on the strategy going forward is in preparation for the March TPB. A detailed discussion of the options available was undertaken, with consensus from the Board on the steps being taken. SB noted that a series of Design Audits have been undertaken during the Period, and reported on the findings.	
4.0	Preparing for Operations	
4.1	<u>TRAMCO</u> AR reported on progress, noting that <ul style="list-style-type: none"> ▪ 17 trams now completed or in production; with trams 5, 6, 7 & 8 in finishing area; and the 3rd and 4th trams undergoing the factory acceptance testing; ▪ The 1st and 2nd trams have been moved to the test track in Wildenrath and are undergoing tests until March 2010; ▪ 1st tram planned to be delivered to Edinburgh April 2010; ▪ Draft O&M manuals received; ▪ Mock-up about to be moved to the Airport in February. AR went on to confirm to the Board that the BROR Sub-Committee has reviewed the short listing criteria for the Revenue Collection System tender (25 parties registered, with 12 firms expressing a formal interest). The T&C arrangements for main operations staff will be finalised in March 2010, and the selection of the commissioning power provider will also be confirmed during Period 12. In response to an action from the 13/01/10 TPB, AR presented a slide outlining the transfer of responsibilities between BSC and TEL during the testing phases through to commencement of operations.	
5.0	Building the Brand	
5.1	MHL reported that there is a growing sense of frustration in the media and with external stakeholders at the lack of progress with visible works. It was agreed that a position statement will be prepared jointly between CEC and tie to be issued w/c 15/02/10. DJM re-iterated the importance of maintaining secure cross-party unity across the political spectrum, and in terms of this GMcK, IP and AJ all undertook to progress this matter further at the political level. RJ stressed it is essential to maintain conditions which would allow commercial negotiations to progress unimpeded.	MHL GMcK

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FOISA exempt

Yes

No

6.0	Building The Team	
6.1	No updates reported to the Board.	
7.0	Preparing for the Future	
7.1	No updates reported to the Board.	
8.0	Governance	
8.1	GB reported that Phase 2 of the Governance process is underway, and that this matter would be discussed in more detail at the TEL Board which will follow the TPB meeting. Reports on progress will be presented periodically to the TPB as necessary.	
9.0	AOB	
9.1	<u>Primary Risk Register</u> SB highlighted several items on the Primary Risk Register (items 343, 1077 and 1094) and discussed their potential implications in outline on programme and cost. <u>Tram Traffic Regulation Order</u> It was noted that on 9/02/10, the Council Transport, Infrastructure and Environment Sub-Committee approved the recommendation that the Tram Traffic Regulation Order (TRO1) proceed to Public Deposit. This will take place on 22 February 2010, and reflects a significant milestone in the project. DJM expressed his thanks to the CEC and tie teams for their input and support in progressing matters to this point.	
10.0	Date of Next Meeting	
10.1	DJM thanked the Board for their participation and confirmed that the date of the next meeting will be Wednesday 10th March 2010 commencing at 09:30hrs .	
10.2	The meeting closed at 12:00.	

Prepared by Alasdair Sim on 17th February 2010

Building The Tram Project Director Report

Period 12 09/10

HSQE – Period 12

Deliver a Tram Safety

HS&E ACCIDENTS and INCIDENTS SUMMARY											
Total	Total Hours	>3 day	Major	Injury	NM/Unsafe Condition	Service Damage	ENV	RTA	MOP	AFR	SFR
Period	126,481	1	0	0	10	4	0	1	5	0.79	3.16
13 period rolling	1,683,524	1	1	28	234	123	16	9	60	0.12	7.31



There has been a RIDDOR reportable over 3 day injury during Period 12 at Burnside Road, Edinburgh Airport. An operative trapped his finger between two excavator buckets whilst loading them in preparation for removal from site.

There has been an increase in the number service strikes for Clancy Dowcra. A consolidated report is awaited from Clancy and will be reviewed by tie. Clancy have employed the services of an on-site service location and avoidance trainer for the remainder of the MUD works.

BSC have completed approximately 1.2million man hours with only 1 reportable accident giving them a Project to date AFR of 0.08 compared to the overall Tram Project to date of 6 accidents in 3.5mil hours giving an AFR of 0.17. The performance of 1 accident per 1mil man hours in line with the target set by the Olympic Delivery Authority.

Deliver a Safe Tram (Quality)

Section	Activity	Data Checked					
		IDC	Hazards	ITP's	Design Variation / Change	As Built	Asset Register
Carrick Knowe	Foundations	0.5	On Hold	1	1	0.5	N/A
Haymarket Viaduct	Earthing & Bonding	0.5	On Hold	1	1	0.5	N/A
Tower Bridge	Site Set up & Trial Holes	0	On Hold	1	0.5	N/A	N/A
Airport	Earthworks	0.5	On Hold	1	1	0	N/A
PD	Total (y)	1.5	0	4	3.5	1	0
	Max Possible Total (y)	4	0	4	4	3	1
Total	Percentage P11	27%	69%	90%	66%	80%	50%
	Percentage P12	32%	69%	93%	72%	73%	50%

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

It is noted that all areas inspected received 100% for the Inspection and Test Plan System bringing the overall period average up to 93%. An increase in the percentage from 66% to 72% for Design Variation/Change is likely to be as a result of changes to the weekly check sheet, thus more meaningful information is being recorded.

The BSC System Integration Plan has not yet been formally issued to tie, although a draft copy has been received. tie expect formal issue in due course.

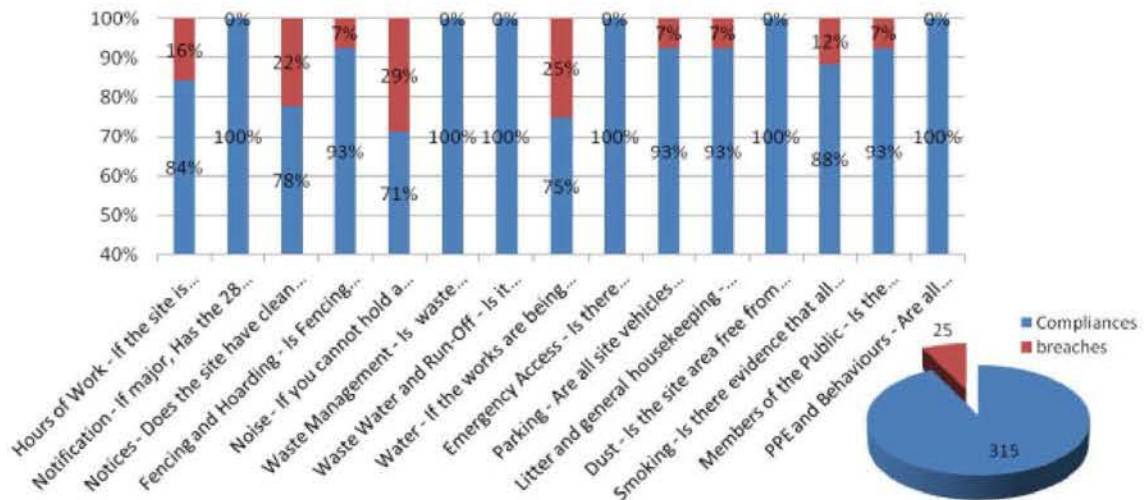
The Hazard Log is being populated with information and evidence that the Hazards have been mitigated by design. This exercise is well underway and a substantial amount of evidence is already referenced in the Hazard Log. The PSCC Sub-Committee will then review the Hazard Log responses by during April 2010. If the PSCC Sub-Committee are satisfied with the responses, they will recommend that the Hazards are closed for that phase of the project.

An audit of BSC ITP's for the handover of Princes Street (11/2/2010) terminated early due to incompleteness of records. BSC advised that tie would not accept handover of the area without full ITP records and as built drawings. Formal letter sent to BSC confirming actions. BSC advised they would inform tie when records are ready for full review and handover.

tie charied the PSCC on the 17th Feb 2010, the following points were noted; All BSC Cases for Safety – expected to be formally issued to tie late May 2010: BSC – DAS and IDC Plan, Interface Management Plan and Design Management Plan – First formal copy issued to PSCC 18/2/2010 by BSC: All IDC's scheduled to be completed by late March 2010 : tie Safety Assurance Plan drafted and awaiting internal approval.

Code of Construction Practice

Period 12

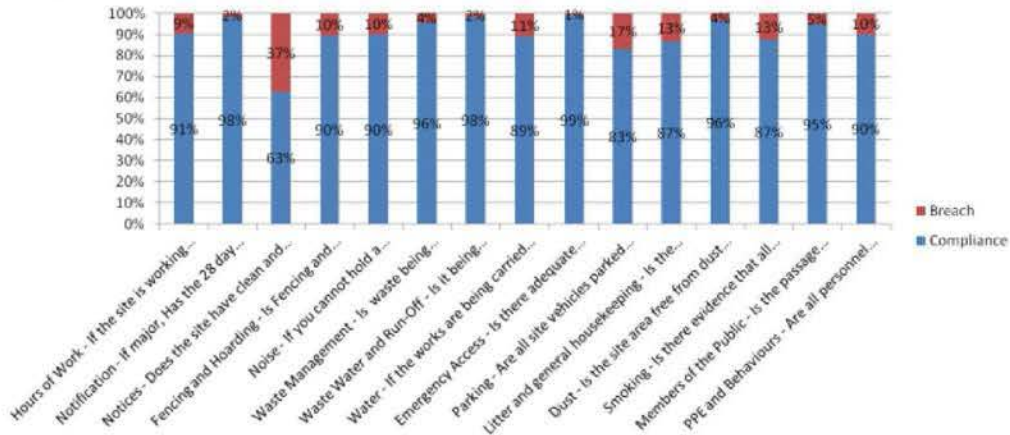


Compliance is at 93% for the Period 12

Main Movement since Period 11

- Compliance with CoCP hours of work has decreased slightly from 87% to 84%
- Compliance with Tram Notices/Signs has improved 68% to 78%
- Compliance with Noise Control has reduced from 91% to 71%
- Improvement in Waste Water Run off compliance from 93% to 100%
- Improvement in the control of works near water from 70% to 75%
- Improvement in the control of smoking from 80% to 88%

Project to date



Progress

The cost, programme and risk information in this Period 12 report continues to be based upon an unapproved forecast on the information reported in May 2009. This will be updated once agreement is reached with BSC on a new revised programme. Work is ongoing to this end, and the current expectation is that the first outputs from this will be available during week 1 of Period 12.

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

- Finalisation of the agreement of change delaying the commencement of work;
- Incomplete utility diversions in the On-Street sections caused in part by traffic management constraints ;
- Slow mobilisation of INFRACO, including lack of formal sub-contracts being in place;
- Content i.e. Work Package Plans, Method Statements etc;
- Requirement for re-design of temporary works;
- Design slippage since novation of design to INFRACO (now recorded in v51A of the design programme);
- Design changes as a result of the Prior and Technical Approvals process; and
- Consortium integrated design programme and validation.

Dispute Resolution (Infraco)

One additional DRP was launched in the Period by BSC, a BDDI to IFC matter relating to Gogar Depot Access Bridge, and two further DRP matters; Section 7 Drainage and Tower Place Bridge were launched by **tie** on 10/2/10 and 25/2/10 respectively. Discussions and negotiations are ongoing through the formal process. Agreement on an acceptable On Street Supplemental Agreement with BSC has not been reached.

Commercial Update (MUDFA)

Agreement of the final account with Carillion is progressing and a summary of the items being address is below.

Changes - CUS have still to provide significant substantiation. Progress has been made in the period in respect of agreeing the value of changes and further meetings have been set up to conclude discussion in the next period. It is anticipated however that a number of entitlement issued will not be agreed and may require senior management discussions with Carillion to conclude.

Re-measurement of Works – Re-measurement of Work Sections is now complete and discussions and meetings are ongoing to identify and close the gap between **tie's** assessment of the value and Carillion's application for payment. Discussions on these items are still ongoing with CUS. Again it is anticipated that some entitlement issues will remain and will require to be discussed separately.

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Disruption Claim – Carillion have submitted further back up in the period and Acutus are concluding their assessment of entitlement for the St Andrews Square Section of the works. Their interim assessment reports that the value that is attributable to the disruption for this section of the work is a small proportion of that claimed by Carillion.

Design

tie were advised that v55 of the SDS Design Programme will be submitted by cob Friday 26th February 2010 subsuming the v52-v53-v54 programmes that have not been issued to **tie**. This programme was issued in pdf format, which is not suitable for detailed analysis and the Primavera files have been requested.

The latest issue of IFC design under v51A is programmed for issue on 19Aug10 (OLE Poles Section 7). V51A data has been used to inform the programme updates, however, due to the number of additional activities **tie** are still working on the inclusion of these into the live programme.

Utility works

A progress update on utilities works in the Period is as follows:

- Scottish Water are still to approve the protection proposals including the adoption of the sewer design at Ocean Drive.
- The way-leaves through ADM Milling are in the process of being finalised and these documents have been approved by Forth ports and are awaiting sign-off by ADM.
- The licence with ADM is in place and works commenced as of 30th November. The tender works exclude all diversions in plates 11-17 and there remains utility works in plates 14-17 to resolve, and design is expected to be finalised in P13.
- Clancy Docwra are progressing with the relocation of utilities out of Lindsay road. BT and GEO cable diversion works are due to commence in Period 13 and are expected to be completed in P1.
- Clancy Dowry commenced works on the private utility diversion works in Edinburgh Park area.
- Palmerston Place/Torphichen Street has opened to traffic after being closed due to utilities diversion works for more than 6 months. This traffic switch was completed without incident or significant disruption to traffic.



Utilities Diversions – West Maitland Street



Utilities Diversions at Broughton Street

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- Yes
 No

Tram works (INFRACO)

Progress in the Period for INFRACO works reflects a total cumulative completion of 14.2%, an increase of 0.5% against a plan of 4.4%, reflecting the lack of progress from BSC for both on-street and off-street works.

The on-street works in progress are related to snagging items along Princes Street, demolition of the old Britannia building in Section 1A & Building Fixings on Constitution St and St Andrew Square. There has been no further Infraco works on-street due to a lack of agreement on programme going forward.

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

Item	% Comp Rev 1
Haymarket viaduct –	42%
Russell Road Retaining Wall (W4) (piling works)	17%
Carricknowe bridge (both North and South abutments)	44%
Edinburgh Park viaduct – approach ramps	87%
Depot building steelwork and cladding erection.	19%
Gogarburn bridge – bridge deck finishes and approach ramps	85%

- Works progressing at Haymarket viaduct with west abutment and internal retaining wall for completion of bridge piers and superstructure
- Site clearance and earthworks for Trackworks between Haymarket and Roseburn completed. CBR test has been carried out to determine the level of excavation depth that required for excavation to trackform.
- Trackworks continue to progress on the Guided Busway.
- Works continues off street on a number of sites Inc Russell Road Retaining wall, Edinburgh Park Bridge, Carrick Knowe Bridge, and the Depot.

Success in the Period/Progress in Period 12

- TRO1 was put to Public Deposit on 22 February 2010, a period of 28 day public consultation is underway, scheduled to be completed on 22 March 2010.
- Following receipt of objections, a detailed report will be prepared for submission to the Council for consideration in July 2010, which will deal with responses of the objections, noting how particular issues may be addressed in subsequent TROs where appropriate and this report will seek authority for CEC to make TRO1, which will allow tram to operate in Edinburgh.
- Building Fixings on majority of identified buildings on Constitution St & St Andrews Square
- Works commenced on the Demolition of the Old Britannia Building in 1A
- Haymarket Viaduct works on going with start being made to Track work area towards Russell Road
- Wanderers Club house works on going
- Carricknowe Bridge progressing to programme with both abutment supports placed on the 20th February awaiting delivery of span beams. First beams arrive 25th with balance the following week for erection on 6th/7th March
- Guided Busway works progressing well with outline completed with 85% concreted (total length 1360m). Works commenced on inline sleepers and rails with completion anticipated before Easter for this section.
- Slow progress being made on Edinburgh Park bridge with north abutment reinforced earth walls and raised kerb on bridge deck works on going
- A8 Piling works on going after slow start. Now over 20 no piles installed with completion due by mid March.
- Earthworks for trackwork section from culvert 3 to Eastfield Ave at Hilton car park progressing well with capping layer placed. Works to retaining wall w15 also commenced.

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- Burnside Road remedial works to surfacing completed allowing delayed items to commence. All works should be completed w/c 1st March with additional traffic lights to be installed on the 24th March following procurement period.
- Works commenced on the bus gate works at Edinburgh Park with Crummocks undertaking this section on behalf of BSC.
- Trial holes commenced adjacent to South Gyle Access Bridge to locate utilities in this area to confirm space for proposed tunnel working shaft.

Issues in the Period:

- BSC asked to review trackform in six areas, with initial response not being positive. BSC were advised by tie to construct as per IFC in Section 2A and to provide further detail on remaining sections.
- A number of audits commenced under Clause 104. Topics being Design, Trackform, Structures, Programme, and Sub Contractor Procurement.
- BSC have failed to commence with On Street works, the requirement of OSSA is the stated reason.
- SGN restricted commissioning works at Lindsay Road until collateral warranty in place.
- Problems continue with BSC failing to provide necessary information in weekly / four weekly reports.



Piling Rig at A8 Gogar Underpass

FOISA exempt

- Yes
- No



Section 7 Gogar Culvert



Haymarket Viaduct

Tram works (TRAMCO)

Good progress continues to be made with delivery of the trams by CAF in accordance with the tram delivery schedule. The first two trams are at the Siemens test track at Wildenrath in Germany undergoing dynamic testing, the third and fourth trams are in the factory undergoing factory acceptance testing and work is progressing at various stages on the production line on the remaining trams up to the 17th tram.

Draft Operations and Maintenance manuals have been received and are being reviewed.



Preparing for operations

The BROR committee is providing the governance for these activities, which has seen the TUPE transfer of the Transdev Edinburgh employees into the Edinburgh Trams team, and the OJEU procurement launched for the ticketing equipment for the tram system, to link it with the existing Lothian Buses ticketing system.

Significant effort is being made on programming and planning the preparing for operations activities, including recruitment and training of both operations and maintenance staff.

The maintenance of completed infrastructure assets is an area that requires further improvement.

Cost

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

A detailed costs and forecast briefing was presented to Transport Scotland on 18/01/10, and a further quarterly update will take place on 04/03/10.

Key cost related items to note in Period 12 are:

- The budget for ETP in 2009/10 established in April 2009 is £150.1m (£153.3m inc. 1b), which was produced linking the **tie** re-baselined programme to Infracore 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 P12 forecast outturn figure for 2009/10 is £114.5m – unchanged from P11.
- The latest forecast (£114.5m) 2009/10 includes costs of £3.2m which relate to the demobilisation of Phase 1b Infracore construction contract. A payment of £3.2m was made to the Infracore Contractor in August.
- Funding allocated by TS to the project in 2009/10 was £149m. The TS share of this year's updated forecast (£114.5m) is £105.0m, giving available headroom of £44.0m.

Actual YTD P12 & forecast P13 FY09/10

£m	YTD P12	Forecast P13,09/10	Total FY09/10
Infrastructure and vehicles	75.3	8.4	83.8
Utilities diversions	10.9	0.3	11.3
Design	2.0	0.2	2.1
Land and compensation	0.9	0.0	0.9
Resources and insurance	15.0	1.5	16.5
Base costs	104.0	10.5	114.5
Risk allowance	0.0	0.0	0.0
Total Phase 1a	104.0	10.5	114.5

Note: Base costs include £3.2m for ph1b in 2009/10.

- ETP COWD in FY09/10 to Period 12 is £104.0m (Period 11 - £94.6m) against budget £135.5m (excl 1b). The key drivers for the -£31.5m variance are: the timing of Infraco works costs planned 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 seven risk reviews held in the period. Two items were closed on the Infraco concerns register. There was one draw down on the risk allowance approved in the period totaling £68,020. This is detailed later in the report. This leaves a risk and contingency balance of £1,081,001 (based upon the approved Project Risk Allowance at Financial Close).

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.

The Project Risk Allowance at financial close was £30,336,196. Drawdowns to the end of Period 12 09/10 now total £29,255,195. Remaining risk balance based on the approved QRA is £1,081,001.

Following a meeting in Period 12 a proposal has been drawn up to refresh the risk-based approach to the calculation of the project risk allowance (as has been the case historically) correlating this with the uncertainties with the evaluated by the commercial team.

Stakeholder & Communications

Media activity for Period 12 has picked up since the Christmas and New Year lull. Speculation by the media has been focussed around works due to commence over the coming few weeks including the Broughton Street, Shandwick Place, Haymarket, Leith Walk and York Place/Dublin Street areas in particular.

Media reporting has been shifted to a more negative tone in relation to the dispute resolution process; however we have undertaken a number of mitigation measures where inaccurate or misleading information has been published. Media enquiries regarding this have been informed of our position on this and that we are actively looking at all options available to us at the moment and will inform them in due course.

A Press Trip to Wildenrath in Germany was arranged to view the track testing process of the first tram vehicles. The BBC, Edinburgh Evening News and New Transit Magazine were present on the

Transport Edinburgh

Edinburgh Trams

Lothian Buses

FOISA exempt

Yes

No

trip where representatives from Edinburgh Trams, the City of Edinburgh Council and tram manufacturer CAF were available for interview and comment. BBC Coverage was broadcast via radio, television and the BBC website and centred mainly on the ambition to extend the network once tram line 1A was complete with an uptake on further stories by the media resulting from this.

Work updates have been issued for Princes Street, Tower Place, Baird Drive, Old Port Road, Leith Walk and York Place during the last period. Over 1800 letters were delivered in the Haymarket area to inform businesses and residents of the closure of Manor Place for the continuation of utility works.

During period 12 Edinburgh Trams Richard Jeffrey spoke at the Scotsman Conference on Monday 22nd February, and again at the Merchant Company dinner where Richard Jeffrey and Mandy Haeburn-Little were presented.

Currently there are 6 FOI requests in the process of being compiled, while there are 2 FOI requests under review or with the Information Commissioner. Two requests have been completed over the last four week period.

The incoming correspondence for Period 12 has decreased since Period 11. 386 contacts have been logged in Period 12, while in Period 11 contacts were slightly higher at 416.

Information Requests made up 321 of the contacts for Period 12, once again the majority of all correspondence which were concerned with a range of issues. This left 62 contacts to be distributed across the remaining subjects of correspondence. The main areas for the remaining contacts were regarding building fixings (16), Employment (11), Complaints (8) and Positive Comments (8).

FOISA exempt

- Yes
- No

Period 12 2009/10 – Papers for Consideration

Paper to: TPB**Meeting date: 10th March 2010****Subject: Project Change Control Update – Period 12, 2010/11****Preparer: Mark Hamill****Summary**

This paper is to update the Tram Project Board with the current status regarding approved project change orders and their implications on the overall Tram Project Budget. To the end of Period 11, £29m had been drawn down from the original risk allowance of £30.3 at Financial Close. In Period 12, an additional £68,020 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 11	29,187,175	-29,187,175	0
Position at end Period 11	510,867,986	1,149,021	512,017,007
Period 12 Changes	68,020	-68,020	0
Position at end Period 12 (CAB)	510,936,006	1,081,001	512,017,007

Changes Approved in Period 12Balgreen Retaining Wall - BDDI-IFC - Balancing Figure (COP241B - £68,020)

In Period 11 COP241 was approved for the value of £230,554. This change was approved as the IFC drawings show the embankment changed to a retaining wall as a result of Network Rail's request to move the tram track 3m north from the positions depicted in the Base Date Design Information drawings.

Final agreement on the value of this changed was reached in Period 12. The change value was agreed as £298,574.22 therefore a further change of £68,020.22 is required.

0910 - Period 12 Primary Risk Register

Risk Description											
ARM Risk ID	Cause	Event	Effect	Risk Owner	Significance	Black Flag	Treatment Strategy	Previous Status	Current Status	Due Date	Action Owner
343	General delay to programme with various causes e.g. failure to obtain approvals on time; contractor issues, access after completion of utility diversions	Delay to completion of project	Increased out-turn cost due to delay plus revenue loss	S Bell	High - 25.00		Contractually assertive workstreams to progress programme	On Programme	On Programme	30-May-10	S Bell
							DRP on programme management (EOT1)	Complete	Complete	30-Oct-09	S Bell
							Enhanced management focus on various workstreams and options relating to progress of the project	On Programme	On Programme	31-May-10	D MacKay
							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		Continued DRP / Adjudication Process	On Programme	On Programme	31-Jul-10	S Bell
							Contract interpretation and technical expert witness work	On Programme	On Programme	31-Jul-10	S Clark
							Enhanced management focus on various workstreams and options relating to progress of the project	On Programme	On Programme	31-May-10	D MacKay
							Establish a process which will act as a control mechanism for design changes. (If one exists already then ensure process is complied with)	Complete	Complete	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
							Of the issues previously highlighted as going through DRP, 1 has been ruled in favour of tie, 2 have been agreed, 2 have been ruled in BSC's favour and this is being reviewed by tie. Further issues are due to enter DRP in December 09 and January 10.	Complete	Complete	31-Jan-10	S Bell
							Resolution Strategy approved - 1st DRP to go 10th August, audit requests to BSC for information going w/c 3.8.09	Complete	Complete	10-Aug-09	S Bell
							Donaldsons to carry out surveys	Complete	Complete	30-Jul-09	C Neil
							Enhanced management focus on various workstreams and options relating to progress of the project	On Programme	On Programme	31-May-10	D MacKay
1091	Excavation of soft, unsuitable material below Earthworks outline		Additional cost and programme delay	F McFadden	High - 25.00		Extent of soft ground being investigated. External specialist advice deployed.	On Programme	On Programme	31-Mar-10	M Paterson
							Iterative testing approach in order to maximise value	On Programme	On Programme	31-Jul-10	C Neil
							Technical challenge against Donaldsons designs	On Programme	On Programme	31-Jul-10	C Neil

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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	Additional resource from TNT	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. Additional resource (T&T) being used to check estimates to reduce delay.	On Programme	On Programme	30-Dec-10	M Paterson
						Enhanced management focus on various workstreams and options relating to progress of the project	On Programme	On Programme	31-May-10	D MacKay
1104	Design changes following utility diversions	Utilities affected by subsequent kerb realignments (primarily westside of Leith Walk)	Re-diverting of utilities with additional cost and programme delay	G Barclay	High	Following identification of conflicts potential solution such as protection measures to be identified	On Programme	On Programme	1-Jun-10	C Neil
						Utility conflicts being identified	On Programme	On Programme	1-Jun-10	C Neil
1094		Roads throughout works require full depth reconstruction	Programme impact plus additional costs. £1.5m cap applies to only 4 areas. (PA 12) Also affects (PA 14)	F McFadden	High	Carry out surveys to confirm extent of roads requiring full depth reconstruction	Complete	Complete	30-Jun-09	C Neil
						Intensive engagement with CEC, palette of options, methodology being agreed	On Programme	On Programme	31-Jul-10	C Neil
						Suite of options from surveys to be reviewed and agreement reached	On Programme	On Programme	1-Apr-10	M Paterson
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	Fortnightly meetings of Approvals Task Force	On Programme	On Programme	31-Mar-10	D Sharp
						Increased liaison with 3rd parties	On Programme	On Programme	31-Dec-10	A Sim
						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
						Change panel process to apply scrutiny to changes	On Programme	On Programme	31-Dec-12	M Hamill
						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						
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	All Site Staff to get CSCS or equivalent	On Programme	On Programme	30-Jan-11	B Cummins
						HSE 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
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	TEL HSE committee overview applied	On Programme	On Programme	31-Dec-10	B Cummins
						The tie "Safety" bus is being used to deliver safety talks & culture surveys to the contractors workforce.	Complete	Complete	31-Dec-09	B Cummins
						Infraco trial holes where applicable.	Complete	Complete	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-May-10	C Neil
						Comms strategy to include provision of process and drawings on website for public viewing	Complete	Complete	30-Sep-09	S Clark
931	Utilities assets uncovered during construction that were not previously accounted for; unidentified abandoned utilities assets; known redundant utilities; unknown live utilities; unknown redundant utilities.	Unknown or abandoned assets impacts scope of Infracore work	Re-design and delay as investigation takes place and solution implemented; Increase in Capex cost as a result of additional works.	C Neil	High: 20.00	Public deposit commenced 22nd Feb and the formal public consideration phase is underway and will be concluded on 22nd march at which point objections will be dealt with in the form of a formal report to the council for consideration.	On Programme	On Programme	30-Jun-10	A Sim
						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
977	Legal challenge. Extension of statutory	Delay in achievement of TRO(s)	Requirement to start construction	D Fraser	High: 20.00	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
1103	Design changes following utility diversions.	Unknown non-compliant utility diversions in relation to proximity to the DKE and/or other utilities	Re-diverting of utilities with increased cost and programme impact	G Barclay	High: 25.00	Conflicts register to be utilised	On Programme	On Programme	30-Apr-10	C Neil

Period 12 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 12 report continues to be based upon an unapproved forecast on the information reported in May 2009. This will be updated once agreement is reached with BSC on a new revised programme. Work is ongoing to this end, and the first outputs from this were issued during Period 12.

tie are currently analysing the content of these submissions with a conclusion expected in period 13.

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 ;
- No agreement in place for On-street works
- Slow mobilisation of INFRACO, including lack of formal sub-contracts being in place;
- Failure of INFRACO to submit preparatory paperwork in a timely manner and of a suitable content i.e. Work Package Plans, Method Statements etc;
- Requirement for re-design of temporary works;
- Design slippage since novation of design to INFRACO (now recorded in v51A of the design programme);
- Design changes as a result of the Prior and Technical Approvals process; and
- Consortium integrated design programme and validation

The **tie** live programme currently predicts an Open for Revenue Service date in mid January 2013. This has slipped 12 calendar days since the last period.

Progress continues at Haymarket viaduct although following site clearance activities during Period 10 between Haymarket & Roseburn further works for trackform has stalled. The remaining worksites are all off-street with works continuing at Russell Road RW's, Carricknowe Bridge, Edinburgh Park bridge, A8 Underpass, Depot and Gogarburn bridge. The most significant event during period 13 will be the installation of the bridge beams for Carricknowe Bridge.

There has been no further Infraco works on-street (with the exception of ongoing snagging works associated with Princes Street) due to a lack of agreement on programme going forward. Utility Diversions continue at Haymarket, York Place and Newhaven. Alternative delivery arrangements are in place to mitigate further slippage.

Section	Description	Contract Programme Rev.00	BSC Forecast (P12) Rev.01	BSC Movement in Period (Cal Days)	tie Live Forecast (P12) Rev.01**
Section A	Depot completion	25-Mar10	01-Jul-11	-28	29-Apr-11
Section B*	Test Track Available	23-Apr-10	30-Jan-12	-42	05-Feb-12
Section C	All Phase 1a Construction complete	17-Jan-11	12-Sep-12	-27	16-Jul-12
Section D	Open for Revenue Service	16-Jul-11	11-Mar-13	-28	12-Jan-13

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

** V51A information used.

As per 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 (Infraco)

A summary on the DRP process at the end of Period 12 and outcomes is presented below:

DRP No	Subject	Nature of Dispute	Launched or planned	PD Mtg	Position Papers	CEO Meeting	Referral	Decision
5a	Gogarburn	BDDI to IFC	√	√	√	√	√	Decision made and under review
5b	Carrick Knowe	BDDI to IFC	√	√	√	√	√	
5c(B)	Russell Road	BDDI to IFC	√	√	√	√	√	Decision made and under review
A	MUDFA Rev 8	Programme	√	√	√	√	Mediation taking place 16/17 March 2010	
5e	Tower Bridge	BDDI to IFC	√	√	√			
5h	Bankhead Drive	BDDI to IFC	P13				Under Review	
5m	A8 Underpass	BDDI to IFC	P13					
5l	Section 7 Drainage	BDDI to IFC	√	√	√			
5k	A8 Underpass Piles	Ground Conditions	P13					
5i	Baird Drive	BDDI to IFC	√	√	√	√		
5j	Balgreen Road	BDDI to IFC	√	√	√	√		
11	Phase 1b	Payment	P13					

	Depot Access Bridge	BDDI to IFC	√	√				
Launched by tie								
Launched by BSC								

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

tie instructs work to commence using Clause 80.15 when it has been put into dispute. During the period instructions have been issued under Clause 80.15 to commence work at Tower Bridge, Section 7 drainage and the Depot Access Bridge is under production.

A strategic review of commercial and contractual options is underway and will be reported to the Tram Project Board in March.

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 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)

Agreement of the final account with Carillion is progressing and a summary of the items being address is below.

Changes - CUS still require to provide significant substantiation. Progress has been made in the period in respect of agreeing the value of changes and further meetings have been set up to conclude discussion in the next period. It is anticipated however that a number of entitlement issued will not be agreed and may require senior management discussions with Carillion to conclude.

Re-measurement of Works – Re-measurement of Work Sections is now complete and discussions and meetings are ongoing to identify and close the gap between **tie's** assessment of the value and Carillion's application for payment. Discussions on these items are still ongoing with CUS. Again it is anticipated that some entitlement issues will remain and will require to be discussed separately.

Disruption Claim – Carillion have submitted further back up in the period and Acutus are concluding their assessment of entitlement for the St Andrews Square Section of the works. Their interim assessment reports that the value that is attributable to the disruption for this section of the work is a small proportion of that claimed by Carillion.

2.3. Design

IFC Design

V51A was submitted to **tie** on 25/01/10 approximately 12 weeks later than planned date of 02/11/09. It has been noted that there is a significant increase in the number of activities due to the inclusion of Siemens design. BSC issued a pdf version of the V51A programme to **tie** on 15 January 2010 however it was an additional 10 days before the primavera files were issued.

tie have carried out a detailed analysis of the programme for inclusion in this report. It has been noted that there is a significant increase in the number of activities due to the inclusion of Siemens design.

tie were advised that v55 of the SDS Design Programme will be submitted by cob Friday 26th February 2010 subsuming the v52-v53-v54 programmes that have not been issued to **tie**. This programme was issued in pdf format, which is not suitable for detailed analysis and the relevant Primavera files have been requested.

The latest issue of IFC design under v51A is programmed for issue on 19Aug10 (OLE Poles Section 7). V51A data has been used to inform the programme updates, however, due to the number of additional activities **tie** are still working on the inclusion of these into the live programme.

- IFCs – Phase 1a: 93 issued out of 235
- 58 Prior Approvals are included in V51a – 53 of which have been submitted, and 52 granted – these include the RBS Gogarburn Tramstop, Modifications to Murrayfield TS retaining Wall, Gogar Interchange, Canopy & Boundary Treatment at Airport Kiosk, Final Tram Stop location drawings and OLE pole locations.
- There has been an increase to the number of Technical Approvals granted (from an increased no. of TAA's), 11 remaining to be submitted 19 left to be granted;
- Roads approvals - One area remains outstanding for Technical Approval in Phase 1a (1C2- Picardy Place to St Andrew Square);
- Scottish Water has sent formal acceptances to BSC for all sections with the exception of 1C2 (Picardy Place to St Andrew Square) & 1C1 (McDonald Rd to Picardy Place).
- Sections 1B, 1D, 1C3, 5B & 5C close reports have been signed off by CEC, subject to BSC concluding any concessions included in the reports during construction. CEC are reviewing all other sections based on the prioritisation list provided by BSC.

Design approvals status in Period 12 is summarised below:

Phase 1a only	Number Required			Number	
	V26	v31	v51A	Submitted	Granted
Prior Approvals	44	49	58	53	52
Technical Approvals	53	71	98	87	79
IFC	71	81	235		93

* The additional Approvals from V51A have been included in the above count, however, due to time constraints they are still being input into the Live programme.

There is little evidence of better management of SDS by BSC, and the lack of support in supplying the Design programme only helps to strengthen this opinion coupled with the poor design performance. The approvals task force has been supplemented by a Design Progress and Design Issues meeting to provide additional management focus on design resolution.

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

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

2.4. Utility works

Utility works are progressing in York Place and Haymarket and programmes for these areas were received from Clancy Docwra in Period 11 and agreed with **tie** in period 12.

tie received an estimate from SDS for Utility design works at Baltic street in Period 12, which **tie** are currently reviewing. Utility work in Picardy Place is pending, due to outstanding design information, this is due in period 13. The completion of the required remedial and snagging works in Leith Walk is ongoing have eased the delay caused to Telecoms re-cabbling. The delay in completing telecoms work in St Andrew Square will also delay the commencement of Tram works which are due to start from June 2010. Detailed programme reviews continue, and a weekly Traffic Management Interface meeting is in place & **tie** are due to meet with BT mid period 13 to identify opportunities to hand-over part sections of the route to BSC for Infraco works.

Success in the Period/Progress in Period 12:

- Scottish Water are still to approve the protection proposals including the adoption of the sewer design at Ocean Drive.
- The way-leaves through ADM Milling are in the process of being finalised and these documents have been approved by Forth ports and are awaiting sign-off by ADM.
- The licence with ADM is in place and works commenced as of 30th November. The tender works exclude all diversions in plates 11-17 and there remains utility works in plates 14-17 to resolve, and design is expected to be finalised in P13.
- Clancy Docwra are progressing with the relocation of utilities out of Lindsay road. BT and GEO cable diversion works are due to commence in Period 13 and are expected to be completed in P1.
- Clancy Dowry commenced works on the private utility diversion works in Edinburgh Park area.
- Palmerston Place/Torphichen Street has opened to traffic after being closed due to utilities diversion works for more than 6 months. This traffic switch was completed without incident or significant disruption to traffic.

2.5. Tramworks (INFRACO)

Progress in the Period for INFRACO works reflects a total cumulative completion of 14.2%, an increase of 0.5% against a plan of 4.4%, reflecting the lack of progress from BSC for both on-street and off-street works.

The on-street works in progress are related to snagging items along Princes Street, demolition of the old Britannia building in Section 1A & Building Fixings on Constitution St and St Andrew Square. There has been no further Infraco works on-street due to a lack of agreement on programme going forward.

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

Item	% Comp Rev 1
Haymarket viaduct –	42%
Russell Road Retaining Wall (W4) (piling works)	17%
Carricknowe bridge (both North and South abutments)	44%
Edinburgh Park viaduct – approach ramps	87%
Depot building steelwork and cladding erection.	19%
Gogarburn bridge – bridge deck finishes and approach ramps	85%

- Works progressing at Haymarket viaduct with west abutment and internal retaining wall for completion of bridge piers and superstructure
- Site clearance and earthworks for Trackworks between Haymarket and Roseburn completed. CBR test has been carried out to determine the level of excavation depth that required for excavation to trackform.
- Trackworks continue to progress on the Guided Busway.

- Works continues off street on a number of sites Inc Russell Road Retaining wall, Edinburgh Park Bridge, Carrick Knowe Bridge, and the Depot.

Success in the Period/Progress in Period 12

- Building Fixings on majority of identified buildings on Constitution St & St Andrews Square
- Works commenced on the Demolition of the Old Britannia Building in 1A
- Haymarket Viaduct works on going with start being made to Track work area towards Russell Road
- Wanderers Club house works on going
- Carricknowe Bridge progressing to programme with both abutment supports placed on the 20th February awaiting delivery of span beams. First beams arrive 25th with balance the following week for erection on 6th/7th March
- Guided Busway works progressing well with outline completed with 85% concreted (total length 1360m). Works commenced on inline sleepers and rails with completion anticipated before Easter for this section.
- Slow progress being made on Edinburgh Park bridge with north abutment reinforced earth walls and raised kerb on bridge deck works on going
- A8 Piling works on going after slow start. Now over 20 no piles installed with completion due by mid March.
- Depot concreting works have been badly hit by poor weather conditions which in turn has delayed block work to outer skin
- Earthworks for trackwork section from culvert 3 to Eastfield Ave at Hilton car park progressing well with capping layer placed. Works to retaining wall w15 also commenced.
- Burnside Road remedial works to surfacing completed allowing delayed items to commence. All works should be completed w/c 1st March with additional traffic lights to be installed on the 24th March following procurement period.
- Works commenced on the bus gate works at Edinburgh Park with Crummocks undertaking this section on behalf of BSC.
- Trial holes commenced adjacent to South Gyle Access Bridge to locate utilities in this area to confirm space for proposed tunnel working shaft.

Issues in the Period:

- BSC asked to review trackform in six areas, with initial response not being positive. BSC were advised by **tie** to construct as per IFC in Section 2A and to provide further detail on remaining sections.
- A number of audits commenced under Clause 104. Topics being Design, Trackform, Structures, Programme, and Sub Contractor Procurement.
- BSC have failed to commence with On Street works, the requirement of OSSA is the stated reason.
- SGN restricted commissioning works at Lindsay Road until collateral warranty in place.
- Problems continue with BSC failing to provide necessary information in weekly / four weekly reports.

Overview of Works Ongoing:

Work has continued on a number of worksites including:

Section 1A: Newhaven to Foot of the Walk

- Commencement of Demolition of Old Britannia Building in period 12
- Building Fixing Works – Constitution St

Section 1C/1D: City Centre Princes Street

- Remaining Snagging progressing slowly in period 12
- Building Fixing Works – St Andrews Square

Section 2: Haymarket to Roseburn Junction

- Pier 1 and the west abutment base slab were poured on 09/02/10.

- East abutment works were delayed due to setting out errors on the IFC drawings. A revised IFC drawings was issued by SDS to BSC w/c 08/02/10.

Section 5A Roseburn to Balgreen Road

- Retaining Wall W4 retaining wall units 10 to 18 - piling completed. Piling works started for RW units 19 to 23.
- 13 loads of contaminated material removed from site to a licensed tip by BSC.
- Murrayfield Wanderers Clubhouse Accommodation works –continued during the period

Section 5B Balgreen Road to Edinburgh Park Central:

Carrick Knowe Bridge

- North abutment - RW units C & F based slabs poured 08/02/10.
- South abutment - Backfill to underside of RW units B & G completed 12/02/10. RW units B & G blinding completed 12/02/10.

Guided Busway

- Track work well underway.
- BSC installed 1no. replacement pile [near the Siemens compound] to replace the defective pile.

Bankhead Drive

- Crummock started trial pit works at the Edinburgh Park Station Bus Gate on 09/02/10 and continued all week.

Edinburgh Park Bridge

- No work done at the south approach ramp w/e 12/02/10.
- Expanded continued to work on the robust kerb w/e 12/02/10.
- Expanded continue construction of the north Approach Ramp.

Section 5C Edinburgh Park Central to Gogarburn:

- A8 Underpass: Piling works commenced 10/2/10; 28 piles completed by close of period.

Section 6 Gogar Depot

- Depot Building works: Sanding plant slab pour completed.
- No further concrete pours completed due to cold weather. Work continuing in preparing pours GL A-C, 1-20 and E-F 10-20.
- Internal drainage works completed for slab pours.
- Wall cladding commenced 15th February 2010. Blockwork commenced 18th February 2010 although progress slow due to cold weather.
- External works: Drainage completed for rainwater system for building and SW attenuation tanks.

Section 7 Gogarburn to Edinburgh Airport

- Gogarburn Bridge: Works recommenced 15th February 2010 to east abutment ground beam. Hydro demolition commenced to bridge deck parapet insitu stitch.
- EAL Construction Phase A: Soft ground remediation and drainage completed by 12th February 2010. Retaining wall W14 commenced 15th February 2010.

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

Milestones	Period 12		Cumulative (Short-Term)		Contract Planned to P12
	Planned	Actual	Planned	Actual	
Prelims	2	2	65	65	65
Construction	12	4	111	103	867

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 12 2009-10	Period		Delta	Cumulative		Delta
INFRACO PERIOD 12 PROGRESS (Contract Rev.01 Programme)	Plan	Actual		Plan	Actual	
Section 1a Newhaven to Foot of the Walk	5.9%	0.0%	-5.9%	51.4%	0.0%	0.0%
Section 1b Foot of the Walk to McDonald Road	3.9%	0.0%	-3.9%	56.4%	1.4%	-0.1%
Section 1c McDonald Road to Princes Street West	8.5%	0.0%	-8.5%	49.2%	0.0%	-10.8%
Section 1d Princes Street West to Haymarket	2.0%	0.0%	-2.0%	91.2%	42.1%	-3.5%
Combined Sections 1A-1B-1C-1D (On-Street) Newhaven Road to Haymarket	5.5%	0.0%	-5.5%	59.0%	8.0%	-4.2%
Section 2 Haymarket to Roseburn Junction	0.0%	0.9%	0.9%	100.0%	16.2%	0.0%
Section 5a Roseburn Junction to Balgreen Road	2.7%	0.7%	-2.0%	74.5%	5.0%	0.0%
Section 5b Balgreen Road to Edinburgh Park Central	5.7%	0.6%	-5.1%	89.2%	35.3%	0.0%
Section 5c Edinburgh Park Central to Gogarburn	2.9%	0.5%	-2.4%	84.3%	4.6%	0.0%
Section 6 Gogar Depot	1.9%	1.7%	-0.2%	98.5%	16.3%	0.0%
Section 7a Gogarburn to Edinburgh Airport	6.7%	0.0%	-6.7%	80.0%	32.8%	0.0%
Combined Sections 2A-5A-5B-5C-6A-7A (Off-Street) Haymarket to Edinburgh Airport	3.6%	0.8%	-2.8%	86.5%	18.7%	0.0%
FULL ROUTE PHASE 1A NEWHAVEN ROAD TO EDINBURGH AIRPORT	4.4%	0.5%	-3.9%	75.0%	14.2%	-3.4%

Section	Commentary
Section 1a Newhaven to Foot of the Walk	No agreed programme for recommending in this section, but demolition works for the Britannia Storehouse are underway
Section 1b Foot of the Walk to McDonald Road	No agreed programme for recommending in this section
Section 1c McDonald Road to Princes Street West	No agreed programme for recommending in this section, but snagging works are ongoing
Section 1d Princes Street West to Haymarket	No agreed programme for recommending in this section
Section 2 Haymarket to Roseburn Junction	Pier 1 and the west abutment base slab were poured on 09/02/10. East abutment works were delayed due to setting out errors on the IFC drawings. A revised IFC drawings was issued by SDS to BSC w/c 08/02/10. CBR test completed. BSC are reviewing with SDS
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. Retaining Wall W4 retaining wall units 10 to 18 - piling completed - BSC preparing the piling platform for RW units 19 to 23. Piling works commenced. 13 loads of contaminated material removed from site to a licensed tip by BSC. Murrayfield Wanderers Clubhouse Accommodation works – works commenced w/c 05/01/10 and continued during the period

<p>Section 5b Balgreen Road to Edinburgh Park Central</p>	<p>Temporary & permanent works re-design along with commercial resolution delaying various structures. Carricknowe Bridge : North abutment - RW units C & F based slabs poured South abutment - Backfill to underside of RW units B & G completed RW units B & G blinding completed . Progress in period is against S27 Edinburgh Park viaduct. All required consents in place for track installation. No work by Expanded w/e 08/11/2009, due to bad weather. South abutment wingwalls poured Thursday 21/01/10. Guided Busway – Track installation commenced 24/11/2009 and continued during the period. BSC installed 1no. replacement pile [near the Siemens compound] to replace the defective pile. Concrete not poured and one week behind on the BAM works due to the weather. Bankhead Drive – No works by in this period. Edinburgh Park Bridge – No work done at the south approach ramp during the period. Expanded continued to work on the robust kerb and construction of the north Approach Ramp Progress in this section was associated with works to Carricknowe bridge North and South Abutment wing walls, track laying at guided busway, and Edinburgh Park viaduct North approach ramp.</p>
<p>Section 5c Edinburgh Park Central to Gogarburn</p>	<p>A8 Underpass: Pile guides completed 3/2/10 for piling rig mobilisation 1st February 2010. Piling rig mobilisation delayed to 8th February 2010. Piling works commenced 10/2/10: 28 piles completed by close of period.</p>
<p>Section 6 Gogar Depot</p>	<p>Sanding plant slab pour completed 16/2/10. No further concrete pours completed due to cold weather. Work continuing in preparing pours GL A-C, 1-20 and E-F 10-20. Internal drainage works completed for slab pours. Wall cladding commenced 15th February 2010. Blockwork commenced 18th February 2010 although progress slow due to cold weather. Drainage completed for rainwater system for building and SW attenuation tanks. Progress in this section was associated with works to Depot drainage and building.</p>
<p>Section 7a Gogarburn to Edinburgh Airport</p>	<p>Gogarburn Bridge: Works recommenced 15th February 2010 to east abutment ground beam. Hydro demolition commenced to bridge deck parapet insitu stitch. Retaining wall W14 :Soft ground remediation and drainage completed by 12th February 2010. Retaining wall W14 commenced 15th February 2010 Culverts 1,2and 3 have been completed. Hilton Hotel Car Park: Works completed</p>

Tram construction (Tramco)

Good progress continues to be made with delivery of the trams by CAF in accordance with the tram delivery schedule. The first two trams are at the Siemens test track at Wildenrath in Germany undergoing dynamic testing, the third and fourth trams are in the factory undergoing factory acceptance testing and work is progressing at various stages on the production line on the remaining trams up to the 15th tram.

Draft Operations and Maintenance manuals have been received and are being reviewed.

2.6. Preparing for Operations

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

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

The BROR sub-committee is providing the governance for these activities, which has seen the TUPE transfer of the Transdev Edinburgh employees into the Edinburgh Trams team, and the OJEU procurement launched for the ticketing equipment for the tram system, to link it with the existing Lothian Buses ticketing system.

Significant effort is being made on programming and planning the preparing for operations activities, including recruitment and training of both operations and maintenance staff.

The maintenance of completed infrastructure assets is being raised as an area that requires focus for improvement.

2.7. Interface with other projects

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

External Projects	Promoter	Project Description	Potential Conflict	Tram Contract Dates		Project Dates		Comments
GREEN - No conflict anticipated but being monitored. AMBER - Managing any conflict. RED - Conflict which causes programme concern / unknown effect on tram programme.				Start	Finish	Start	Finish	
New Hotel adjacent Ocean Terminal	Ocean Points Development Limited	New build hotel	Potential conflict with Infraco dependent on timescales. To be monitored.	Sep-09	Apr-12	TBA	TBA	To be monitored.
Movement of Abnormal Loads	Sinclair Knight Merz	Transportation of turbines and 45 metre blade sections for <i>Fallago rig</i> wind farm via road transporters from Leith docks along Ocean Drive via Ocean Terminal frontage to Commercial Street, then East through Great Junction Street/Duke Street junction to Salamader Street	Conflict with tram works along required transportation route. Disruption to construction activities.	TBA	TBA	Jun-11	Dec-11	2 complete turbine movements expected each week for approx. 6 months
Former Bus & Tram Depot nr Shrub Place.	Fraser & Neave	Transformation of former Tram and Bus Depot into 121 room serviced apartments.	None identified. Dependent on timescales.	Now		TBA	TBA	To be monitored. Utility completion by end Aug09. Potential TM interface dependent on Infraco 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 Infraco 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	Nov-10	Jun-12	2011	2016	Downgraded from red to amber as commencement of this project is now indicated towards the completion of Tramworks and therefore interfaces should diminish.
National Portrait Gallery		Major building construction and re-furbishment. The renovation of the external facades, the overhauling of the existing windows, the renewal of the existing rooflights and roof covering. Additionally, it is proposed that an external ramp is formed to the front main entrance to allow disabled access.	Interface with Infraco works on St Andrew Street / York Place	Nov-10	Jun-11	Oct-09	Nov-11	Decant complete June 09 Lane closures (west bound) on Queen street, to allow space for a large hiab to be positioned full time outside the premises (October 2009 onwards). Also two, three week periods in January & February 2010, when further closures were required to allow a large crane in to remove/reinstate the roof. Conflict with the Tram traffic management team looking at making the section of Queen Street, between North St David Street and Broughton Street one-way (part of the Leith Street, Princes Street, South St David Street, North St David Street gyratory).
St.Andrew Square Development	CEC	Demolition of existing buildings bordering South Side St.Andrew Square, South St David Street and Meuse Lane	Infraco Programme	Apr-10	Jun-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	Complete	Complete	Jun-10	May-12	No conflicts expected.

Waverley Steps	Transport Scotland	Refurbishment of existing Waverley Steps with inclusion of new escalators and elevators	ST.ANDREW STREET Traffic management issues when Infraco in Princes Street should this project require deliveries, craneage or Traffic management in same time period	Apr-10	Jun-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	Apr-10	Jun-10	Apr-10	Apr-14	No conflicts expected.
New Hotel in Haymarket	Tiger Developments	New build hotel		Jul-10	Mar-12	ON HOLD	ON HOLD	No issue as Project cancelled as Planning Application rejected October 2009.
Haymarket Interchange	First Scotrail	Capacity Increase Project - Installation of new lifts and walkways from Haymarket Terrace	Utility diversions continue until late Jan.2010 Potential Interface with Infraco works at Haymarket junction commencing Jan.2010	Jul-10	Mar-12	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	Jul-10	Mar-12	Aug-09	Nearing completion	May Gurney programme received during Aug09. No conflicts expected. TM requirements being monitored. Remaining utility works are to the east of the station/haymarket junction. Infraco works not expected to commence until Jan 2010.
Haymarket Station	First Scotrail	Installation of new lifts and walkways from Haymarket Terrace	Construction of Haymarket viaduct	Jul-10	Mar-12	TBA	TBA	
Haymarket Terrace	DTZ Surveyors	Common Repairs to buildings at 2-4-6-8-68 & 74 Haymarket Terrace	Scaffolding and external repairs	Jul-10	Nov-11	May-09	ASAP	Scaffold erected and building repairs underway between Infraco TM phases.
Airdrie - Bathgate	Transport Scotland	New track installation	Tram possessions mainly "piggy-backed" on A2B possessions which could be altered / cancelled.	TBA	TBA	Mar-09	Mar-10	Various possessions and RotR workings
New Hotel	NEL (New Edinburgh Park Ltd) / Whitbread	120 Bedroom Premier Inn Hotel	Construction traffic TM Interface	TBA	TBA	TBA	TBA	The site, located at the southern end of Edinburgh Park, is opposite the Park's dedicated railway station and tram stop.

RBS Tramstop - Gogarburn	RBS	Design by RBS - Build by Infraco	Design and consents not in place in a timely manner to allow Infraco to build to programme	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 wash-up session of the TS projects was carried out late December09 with TS. The next session will be arranged for after Rev 3 Programme agreements are in place.

2.8. Other

Gogar Interchange

Key issues/Decisions Required

1. Scottish Water has accepted the sewer diversion route in principle subject to agreement on maintenance and repair regime that will need to be reflected in a formal legal agreement. **tie** has confirmed its acceptance in principle provided likelihood of failure is minimised and maintenance and renewal carried out with as little disruption as possible. Prior Approval application and detailed design of the retaining taken off hold on 4 March. **tie** now mitigating delay through prioritisation of structures approval by CEC. Design needs to be taken off hold by Monday 1 March to give realistic prospect of preventing further delay to IFC.
2. **tie** understands that the issues arising from the Network Rail planning application are now resolved. Council decision on the Network Rail planning application now scheduled for 29 April allowing tram Prior Approval application to be determined at that time also. IFC now forecast as 14 May 2010.
3. BSC has notified **tie** that the systems elements of the design will be complete in June 2010. **tie** accepts that there has been some change in scope for the systems design as a result of the circulation tower change option but is challenging June 2010 as a reasonable delivery date. **tie** will also consider potential mitigation measures if the systems design cannot be completed in line with the SDS design.
4. BSC has submitted a revised estimate for the Siemens design taking account of the central location of the Vertical Circulation Tower (VCT) which impacts on OLE and trackform design.
5. SDS has not yet submitted an estimate for the revised scope and is waiting for confirmation of the Retaining Wall location first.
6. Forecast outturn increased to £1.042m to reflect inclusion of construction staging support and receipt of quote from JRC provider for patronage modelling work. Forecast outturn will be revised in full on receipt of SDS revised estimate.
7. CEC will require an updated grant letter to allow **tie** to commit to the extra costs involved in completing the design. Commitment in writing to meet additional costs will be needed to coincide with the submission of the design for Prior Approval. An updated grant letter will be needed within 2 weeks of **tie** supplying a full revision of the cost estimate.
8. Network Rail has not yet tabled the promised draft list of agreements together with their scope following the meeting in December 2009. **tie** cannot accept responsibility for any delay associated with agreements not being reached in line with the needs of the construction programme given Network Rail's lack of positive engagement on this issue. The land transfer from CEC to Network Rail cannot proceed ahead of other agreements being substantially complete because the land transfer needs to include servitudes in favour of **tie**/TEL to allow access to and through this land for the operation and maintenance of the ETN.

Design progress

At the end of Period 12 **tie** assesses the design phase as 74% complete compared with 100% originally planned. Slippage arises primarily from the impacts on tram elements of the Gogar Interchange of the delays in Network Rail planning application and confirmation of sewer relocation.

Cost reporting

Cost of work done to date is £650k versus the £880k originally forecast.

The forecast outturn has been increased from £997k to £1.042m to reflect construction staging discussions and additional patronage modelling costs now that we have an estimate from JRC.

Period 12 progress and actions to recover slippage

Limited progress has been made on some aspects of the SDS elements of design. However, any significant design has effectively been on hold during finalisation of the sewer location that was reached in the first week of Period 13.

SDS has submitted revised runtime analysis incorporating the Gogar Interchange. The runtime analysis has been reviewed by **tie** in Period 12 and will be used to support revised patronage calculations for the Edinburgh Tram Network.

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

Earlier opportunities identified by **tie** to recover slippage have not been realised because of the continuing discussions on the final location of the sewer.

There are no further measures that **tie** can take to prevent slippage of the IFC date to 14 May 2010 as the critical path lies through actions that are the responsibility of Network Rail. **tie** has with CEC that they will prioritise the approval of the structures for the Gogar Interchange to mitigate the risk of further slippage beyond 14 May 2010.

Programme milestones

Activity	Planned	Period 6 forecast	P12 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	19/3/10
Submit Prior Approval application	26/11/09	15/1/10	12/3/10
Receive Prior Approval	5/2/10	12/3/10	30/4/10
Receive Structures Technical Approval	5/2/10	8/3/10	30/4/10
IFC by SDS of civils design and outline systems design	26/2/10	22/3/10	14/5/10
IFC by Siemens of detailed systems design	-	-	June 2010

tie is challenging the June 2010 date for the completion of detailed systems design by Siemens. **tie** will also consider mitigation measures to reduce/eliminate impact of this on construction programme.

Integrated Programme Development

tie has reviewed the tram element of the programme and submitted a revised contribution to the Integrated Programme at the start of Period 12.

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.

The significant outstanding design co-ordination issue is confirmation that all parties are prepared to accept the clearance between the 1500 mm sewer diversion and the retaining wall.

Tram design issues

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

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 arranged a useful first meeting in early December but has not issued the promised initial scoping document for agreements. This is closely related to any progress on land transfer as appropriate servitudes must be included in the land transfer.

Scope of tie works

Agreement has been reached with Transport Scotland on the inclusion of construction staging in a revised grant offer that was issued to CEC during Period 12.

The scope of **tie** works does not include any external legal costs in relation to land or agreements and it is likely that **tie** will need legal advice in relation to agreements with Network Rail. **tie** expects that the extent of this will become clearer once Network Rail tables some draft agreements for review.

Long-lead items / abortive works

tie has reviewed the long-lead items/abortive works previously identified against latest programme forecasts and has discussed a draft paper with Transport Scotland on options for dealing with long lead items and associated costs and risks.

BSC has notified **tie** that a decision was needed on the design of the switches & crossings for the east entry to the Depot by the end of February 2010. Discussions continued with BSC throughout Period 12 and **tie** will look to confirm approach to abortive works with BSC early in Period 13.

Drainage for the earthworks at the Depot is currently being installed to the west of the Depot Access Bridge. No date has been confirmed by BSC for drainage installation at the Gogar Interchange site east of the Depot Access Bridge. BSC undertook at the latest construction staging meeting to confirm the sequence of construction and the drop-dead date for a decision on construction in this area. **tie** will update Transport Scotland each period (or more urgently if necessary).

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

Other Reporting Streams Progress

The following sections describe progress on other areas of the project during Period 12.

Temporary traffic regulation orders (TTROs)

- Broughton Street at the junction with York Place is anticipated to reopen in March 2010. In parallel with which, Dublin Street will close to allow the next phase of utility work to commence.
- Palmerston place was successfully reopened to traffic in Period 12 and Manor place closed; this switch has allowed the next phase of utility work to commence.

Traffic regulation orders (TROs)

- TRO1 was put to Public Deposit on 22 February 2010, a period of 28 day public consultation is underway, scheduled to be completed on 22 March 2010.
- Following receipt of objections, a detailed report will be prepared for submission to the Council for consideration in July 2010, which will deal with responses of the objections, noting how particular issues may be addressed in subsequent TROs where appropriate and this report will seek authority for CEC to make TRO1, which will allow tram to operate in Edinburgh.

Network Rail

- The NR Immunisation development nears completion (91%).
- The Immunisation Calculations Study has now been reviewed by BSC ISA who has raised some comments. BSC are in the process of responding to the ISA comments. BSC has verbally informed **tie** that 9 off FETR will be required for the immunisation solution. Volker Rail scope has been reduced to 9 off FETR (Letter between Volker Rail and BSC).
- NR Signalling Immunisation (EMC) Test Plan will be developed to include all verification and validation tests that will evidence that there is no significant safety issue for NR assets failing 'wrong side'. Initial draft has been informally reviewed and commented. BSC has not yet given an indication of when formal issue of the plan will happen.
- These documents will be compiled into the Case for Safety – Signalling. Expected for delivery to ISRP on the 12/04/2010 for an ISRP on week commencing the 10/05/2010. BSC were working to bring this forward to week

Third party interfaces

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

Burnside Road Realignment

- The new road has been fully re-surfaced following the failure of the chippings in the original surface and the line marking reinstated.
- Asset Integration documentation (H&S File) is approximately 93% complete awaiting the final commissioning and as-built drawings on completion of the remaining works.
- Barrier commissioning will be complete and the card reader moved to the new main entrance during night shift on 24th February 10. On completion of this move the new road and barrier system will be put into operation.
- Site works are planned to be completed by 5th March 10. The installation of the new traffic lights will be the last activity to be completed, currently anticipated for 24th March 10.

MUD Works at Edinburgh Airport

- All assets have been completed and handed over to BAA.
- Final documentation has been issued to BAA.

Edinburgh Park Private Utility Diversions (EPPU)

- Works commenced on Monday 15th February 10 and a Letter of Intent was issued to cover the works for Week 1.
- NEC 3 Option A Contract was signed on 19th February 10.
- The site access and compound have been formed and trial holes on the existing assets have commenced.
- Design issues have affected procurement of the recirculation pipe (RP) and may impact the Critical Path by 4 days.
- Opportunities to recover the lost time are being reviewed. Further design issues remain that may result in slow progress on the RP diversion

Murrayfield Pitches (Souters)

- Handover documents completed and submitted to SRU with no adverse comments received to date.

Invasive Species

- Verbal confirmation that Japanese Knotweed at the Roseburn Junction has been eradicated. Final report awaited from TCM.

Cemetery Wall on Constitution Street

All relevant information passed on to CEC and the decision on how to proceed, lies with CEC. **tie** await response.

3 Headline cost report

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	Actual	Forecast	Forecast
Total Project COWD	9.461	12.897	3.437	104.046	135.486	31.440	114.503	150.072	35.569	338.076	195.233	533.309
Other Funding	0.781	1.065	0.284	8.591	11.187	2.596	9.454	12.391	2.937	27.914	16.120	44.034
Demand on TS	8.680	11.832	3.153	95.456	124.299	28.844	105.049	137.680	32.631	310.162	179.113	489.275

Note: The FY09/10 "Budget" figures in the table above do not include £3.2m for ph1b costs in 09/10 but the "Actual" and "Forecast" figures do include this amount. These ph1b costs were budgeted as "below the line".

- We continue in this report to reflect an AFC outturn estimate of £533.3m. However, as previously reported, given the continuing commercial uncertainties with the Infraco and continuing delays to the project it is considered unlikely that the full scope of Phase 1a will be completed within the available funding envelope of £545m. It is not however possible at the present time to accurately forecast a reliable outturn cost until the key commercial issues are resolved through the contractual and legal process.
- Regular briefings are being provided to both CEC and Transport Scotland to keep them updated on progress and implications for the project programme and finances of all the above matters.**
- The budget for ETP in 2009/10 established in April 2009 is £150.1m (£153.3m inc. 1b), which was 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 P12 forecast outturn figure for 2009/10 is £114.5m – unchanged from P11.
- Funding allocated by TS to the project in 2009/10 was £149m. The TS share of this year's updated forecast (£114.5m) is £105.0m, giving available headroom of £44.0m.

Actual YTD P12 & forecast P13 FY09/10

£m	YTD P12	Forecast P13,09/10	Total FY09/10
Infrastructure and vehicles	75.3	8.4	83.8
Utilities diversions	10.9	0.3	11.3
Design	2.0	0.2	2.1
Land and compensation	0.9	0.0	0.9
Resources and insurance	15.0	1.5	16.5
Base costs	104.0	10.5	114.5
Risk allowance	0.0	0.0	0.0
Total Phase 1a	104.0	10.5	114.5

- ETP COWD in FY09/10 to Period 12 is £104.0m (Period 11 - £94.6m) against budget £135.5m (excl 1b). The key drivers for the -£31.5m variance are: the timing of Infraco works costs planned 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.

Current financial year profile**Profile for FY09/10**

£m	Q1 (p1-3)	Q2 (p4-6)	Q3 (p7-10)	Q4 (p11-13)	Total FY09/10
Infrastructure and vehicles	15.7	18.6	28.6	20.9	83.8
Utilities diversions	3.2	4.3	2.2	1.5	11.3
Design	0.7	0.4	0.6	0.3	2.1
Land and compensation	0.6	0.1	0.1	0.1	0.9
Resources and insurance	3.0	3.4	6.1	4.0	16.5
Base costs	23.2	26.9	37.6	26.8	114.5
Risk allowance	0.0	0.0	0.0	0.0	0.0
Total Tram	23.2	26.9	37.6	26.8	114.5

- In the absence of any updated agreed programme from the Infraco contractor, the reforecast has been informed by linking the latest **tie** programme to Infraco construction milestones and taking a 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.

Total project anticipated forecast cost**Re-baselined Phase AFC and profiling**

£m	Cum FY07/08	Actual 08/09	FY 09/10	FY 10/11	FY 11/12	AFC
Infrastructure and vehicles	30.6	45.2	83.8	113.2	29.9	302.6
Utilities diversions	18.4	33.4	11.3	-3.7	0.0	59.3
Design	24.4	4.7	2.1	2.2	0.6	34.1
Land and compensation	16.8	1.7	0.9	0.7	0.0	20.1
Resources and insurance	42.9	16.0	16.5	13.8	11.9	101.0
Base costs (inc 1b)	133.1	101.0	114.5	126.2	42.5	517.1
Risk Allowance	0.0	0.0	0.0	16.2	0.0	16.2
Total	133.1	101.0	114.5	142.3	42.5	533.3

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

- 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 assessment of deliverables. The phasing of the £533.3m has been updated in period 12 by **tie**, and will be further updated when there is an updated agreed programme with the Infraco contractor.
- An updated forecast profile for 2010/11 and future years was presented to Transport Scotland on 18th Jan-10 at Buchanan House** following a full review of construction deliverables in 2010/11 with Infraco Project Managers, the Infraco Director and Tram Project Director.

4 Time schedule report

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 December 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	14 Dec 07A		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	05-Jan-10A
Edinburgh Park viaduct complete	24-May-09	14-Oct-09	May-10
Princes Street re-opened	01-Aug-09	15-Jun-10	29-Nov-09A
NR immunisation complete	Nov 2009		Dec-10
Utilities works complete (including telecoms)	Nov 2008	Sep-09	Dec-10
All demolition work complete (S21C)	22-Aug-08	Sept-10	Aug-10
All Issue for Construction (IFC) drawings delivered (inc Gogar interchange design)	21-Jan-09	08-Oct-09 (not inc Gogar interchange)	Aug-10
Haymarket viaduct complete	08-Dec-08	07-Jan-10	Jul-10
All consents and approvals granted	18-May-09		Aug-10
Design assurance complete	20-Jan-09		Aug-10
1 st Tram delivered	09-Apr-10	09-Apr-10	09-Apr-10
Carrick Knowe bridge complete	11-May-09	24-Dec-10	Nov-10
A8 underpass complete	14-Jul-09	30-Sep-10	Jan-11
Roseburn viaduct commences	20-Jan-09	20-Oct-09	Jul-10
TRO process complete	01-Dec-09		Jul-10
Driver recruitment commences	July 2010		Oct-10
1 st OHL installed (Commence Section 2)	11-Dec-09	Dec-10	Nov-10
1 st section (other than depot) complete ready for energisation (2)	25-June-10	May-11	Feb-11
Commission Section 2 (Haymarket to Roseburn junction)	11-Jan-10	Dec-11	Feb-11
Final tram delivered	17-Jan-11	May-12	17-Jan-11
Driver training commences (depot only)	Dec-10	Jun-11	Feb-11

Milestones	Baseline programme date	BSC Rev 2 programme – unapproved *	Actual / current forecast date tie live prgm
Commission Section 6 (depot)	25-Mar-10	Jun-11	Sep-11
Roseburn viaduct complete	20-Apr-10	Jun-09	Jun-11
Test track complete	23-Apr-10	16-Aug-11	Feb-12
Commission Section 7 (Gogar to Edinburgh Airport)	25-June-10	Oct-11	Aug-11 to Feb-12
Commission Section 1 (Newhaven to Haymarket)	11-Mar-11	May-12	Jul-12 to Jan-13
Commission Section 5 (Roseburn junction to Gogar)	09-Nov-10	Feb-12	Apr-11 to Jul-12
Driver training commences (excludes depot)	Nov 2010	Aug-11	Aug-12
System testing complete off street	09-Dec-10	Mar-12	Aug-12
Construction Line 1a complete	17-Jan-11	05-Apr-12	Jul-12
System testing complete on street	16-Feb-11	May-12	Aug-12
Letter of “no objection” from Independent Competent Person to commence tram running	17-Apr-11	May-12	Oct-12
Shadow running starts	18-Apr-11	Jul-12	Oct-12
Shadow running complete	July 2011	Oct-12	Jan-13
Letter of “no objection” from Independent Competent Person to commence revenue service	July 2011	Oct-12	Jan-13
Open for revenue service	July 2011	October 2012	Jan-13

*BSC Rev 2 programme is not an agreed Contract programme

Guidance for Completion:

Legend for colouring of Actual / forecast date text

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

Key issues affecting schedule

BSC have submitted the following programmes in the period

- Rev 3 Step 3 Programme – unmitigated
- Rev 3 Step 4 1st Iteration – BSC mitigation
- Rev 3 Step 4 2nd Iteration – Additional mitigation

The continued Utilities diversionary works are restricting access to on-street areas. The inability to agree a way forward for the On-street works is severely hampering the programme. BSC's slow progress in available off-street sections is frustrating progress.

12-Week look-ahead

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

Milestones	Actual / current forecast date
7 W14/W15 Gogarburn RW	22-Feb-10A
1A – Continue Utility Diversions Newhaven to Ocean Terminal	28-Feb-10C
1B – Telecoms Works Jane Street to McDonald road	28-Feb-10C
1B Complete Utility snagging between Foot of the Walk and Balfour Street	28-Feb-10F
1B Complete Utility snagging between Balfour Street and McDonald Road	28-Feb-10F
1C1 – Telecoms Works McDonald Rd to Picardy Place	28-Feb-10C
1C2 Utility Diversions between Picardy Place and St Andrew Square continue	28-Feb-10C

Milestones	Actual / current forecast date
1C3 – Telecoms Works St Andrew Square to Princes Street West	28-Feb-10C
2A – Haymarket viaduct	28-Feb-10C
5A W4 Russell Road retaining wall piling	28-Feb-10C
5A S23 Carricknowe bridge	28-Feb-10C
5A Demolition of Wanderers Clubhouse continue	28-Feb-10C
5B Trackworks Balgreen Rd Saughton Road North	28-Feb-10C
5C – A8 Underpass –Combined phase 1 an 2	28-Feb-10C
1A – Newhaven Rd to Ocean Terminal – ch 0000-0160 – Roadworks	01-Mar-10S*
1A – Newhaven Rd to Ocean Terminal – ch 0000-0160 – Trackworks	01-Mar-10S*
1A – Newhaven Road Tramstop	01-Mar-10S*
1D – Haymarket ch 1250-1125 – Roadworks Phase 1	01-Mar-10S*
2A –Trackworks Haymarket to Roseburn Junction -1135m	01-Mar-10S
5A Construct New Scotrail Carpark	01-Mar-10S
5C W16 Commence Gyle Stop RW	01-Mar-10S
5C S32 Commence Depot Access bridge	01-Mar-10S
5C Trackworks Depot Stop to Gogarburn	01-Mar-10C
6 Depot Earthworks	01-Mar-10C
6 Depot Building Pits	01-Mar-10C
1A3 Commence Temporary Platforms and Demolition Tower Place bridge	08-Mar-10S
6 Depot Building Steelwork	09-Mar-10F
1D - Shandwick ch 850-440 - Roadworks Phase 1	15-Mar-10S*
1B – Telecoms Works Jane Street to Foot of the Walk	31-Mar-10F
1C2 – Telecoms Works Picardy Place to St Andrew Square	01-Apr-10S
5B Bankhead Drive TS	01-Apr-10S
1A Lindsay Rd Retaining Wall B	05-Apr-10S
1C3 – Track works Waverley bridge junction to South St Andrew Square	05-Apr-10S
5A Murrayfield Stadium Accommodation Works (excludes clubhouse)	06-Apr-10S
7A S29 Gogar Underbridge	08-Apr-10F
1D Complete Utility diversions Haymarket to Shandwick Place	14-Apr-10F
5A W18 Murrayfield TS RW	16-Apr-10S
6 Depot Sub-station	20-Apr-10S
1B – Leith Walk – ch 350-100 – Roadworks	04-May-10S*
5C Complete S27 Edinburgh Park Station bridge	05-May-10F
5A S20 Russell Road bridge Piling	11-May-10S
5B Trackworks Saughton Rd to Bankhead (Guided Busway)	18-May-10F

* Subject to agreement on OSSA

A = Actual date

S = Forecast Start Date

F = Forecast Finish date

C = Continuing Works

5 Risk and opportunity

Review of risk register

Summary

There were seven risk reviews held in the period. Two items were closed on the Infraco concerns register. There was one draw down on the risk allowance approved in the period totaling £68,020. This is detailed later in the report. This leaves a risk and contingency balance of £1,081,001 (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
22/2/10	Signalling, Communication and Control (SCC) Risk Review	Project Risk Manager Project Manager	Risks and Treatment Plans Reviewed
22/2/10	Sections 1C & 1D Risk Review	Project Risk Manager Project Manager	Risks and Treatment Plans Reviewed
23/2/10	Network Rail Risk Review	Project Risk Manager Project Manager	Risks and Treatment Plans Reviewed
23/2/10	Depot Risk Review	Project Risk Manager Project Manager	Risks and Treatment Plans Reviewed
23/2/10	Roads and Drainage Risk Review	Project Risk Manager Project Manager	Risks and Treatment Plans Reviewed
24/2/10	Structures Risk Review	Project Risk Manager Project Manager	Risks and Treatment Plans Reviewed
24/2/10	High-level Infraco Risk Review	Project Risk Manager Infraco Director	Risks and Treatment Plans Reviewed

Risk Register

The Primary Risk Register is attached at Appendix D. The Primary Risk Register contains those high impact risks which are impacting (or have the potential to impact) the project at this moment in time. In addition, the potential risks identified in regard to programme slippage are being reviewed periodically and will form part of the updated QRA. There are 46 risks in the risk register. The top five project risks are listed on the following pages.

Risk ID 44; Delay to IFC drawings beyond V31 programme has occurred and has therefore been closed.

A new, residual risk, Risk Id 1106; Programme delay with dispute over accountability has been created and is being managed through the use of additional commercial resources and technical expertise.

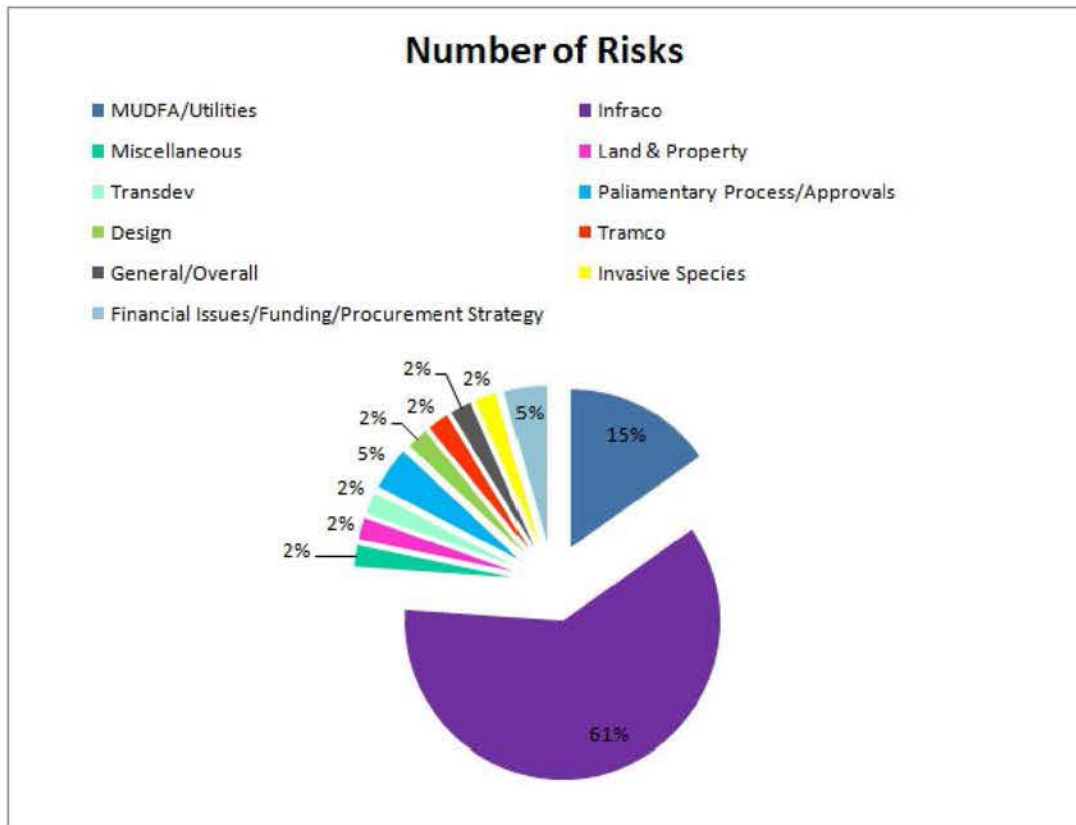
0910 - Period 12 Top 5 Risks

Risk Description											
ARM Risk ID	Cause	Event	Effect	Risk Owner	Significance	Black Flag	Treatment Strategy	Previous Status	Current Status	Due Date	Action Owner
1043	General delay to programme with various causes e.g. failure to obtain approvals on time; contractor issues, access after completion of utility diversions	Delay to completion of project	Increased out-turn cost due to delay plus revenue loss	S Bell	High (25.0%)		Contractually assertive workstreams to progress programme	N/A	On Programme	30-May-10	S Bell
							DRP on programme management (EOT1)	Complete	Complete	30-Oct-09	S Bell
							Enhanced management focus on various workstreams and options relating to progress of the project	On Programme	On Programme	31-May-10	D MacKay
							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 (BDD-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 (25.0%)		Continued DRP / Adjudication Process	N/A	On Programme	31-Jul-10	S Bell
							Contract interpretation and technical expert witness work	N/A	On Programme	31-Jul-10	S Clark
							Enhanced management focus on various workstreams and options relating to progress of the project	N/A	On Programme	31-May-10	D MacKay
							Establish a process which will act as a control mechanism for design changes. (If one exists already then ensure process is complied with)	Complete	Complete	30-Jun-09	T Glazebrook
							Intensive Mediation Marathon 29/8/09 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
							Of the issues previously highlighted as going through DRP, 1 has been ruled in favour of tie, 2 have been agreed, 2 have been ruled in BSC's favour and this is being reviewed by tie. Further issues are due to enter DRP in December 09 and January 10.	Complete	Complete	31-Jan-10	S Bell
Resolution Strategy approved - 1st DRP to go 10th August, audit requests to BSC for information going w/c 3.8.09	Complete	Complete	10-Aug-09	S Bell							

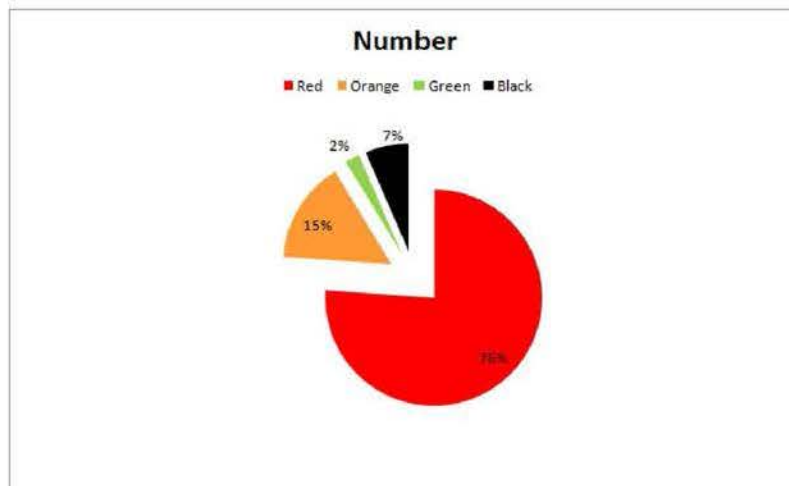
0910 - Period 12 Top 5 Risks

Risk Description											
ARM Risk ID	Cause	Event	Effect	Risk Owner	Significance	Black Flag	Treatment Strategy	Previous Status	Current Status	Due Date	Action Owner
1091		Excavation of soft, unsuitable material below Earthworks outline	Additional cost and programme delay	F McFadden	High (25/09)		Donaldsons to carry out surveys	Complete	Complete	30-Jul-09	C Neil
							Enhanced management focus on various workstreams and options relating to progress of the project	N/A	On Programme	31-May-10	D MacKay
							Extent of soft ground being investigated. External specialist advice deployed.	On Programme	On Programme	31-Mar-10	M Paterson
							Interative testing approach in order to maximise value	N/A	On Programme	31-Jul-10	C Neil
							Technical challenge against Donaldsons designs	N/A	On Programme	31-Jul-10	C Neil
1101	Unreasonable behaviour of BSC commercial management	Unrealistic estimates being submitted for potential changes	Programme delay while disputes regarding estimates are resolved	F McFadden	High (25/09)		Additional resource from TNT	Complete	Complete	30-Jul-09	M Paterson
							Agreed with BSC for independant 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. Additional resource (T&T) being used to check estimates to reduce delay.	On Programme	On Programme	30-Dec-10	M Paterson
							Enhanced management focus on various workstreams and options relating to progress of the project	N/A	On Programme	31-May-10	D MacKay
							Legal challenge to Clause 80 and BSCs interpretation thereof	N/A	On Programme	31-Jul-10	S Bell
1104	Design changes following utility diversions	Utilities affected by subsequent kerb realignments (primarily westside of Leith Walk)	Re-diverting of utilities with additional cost and programme delay	G Barclay	High (25/09)		Following identification of conflicts potential solution such as protection measures to be identified	On Programme	On Programme	1-Jun-10	C Neil
							Utility conflicts being identified	On Programme	On Programme	1-Jun-10	C Neil
1094		Roads throughout works require full depth reconstruction	Programme impact plus additional costs. £1.5m cap applies to only 4 areas. (PA 12) Also affects (PA 14)	F McFadden	High (25/09)		Carry out surveys to confirm extent of roads requiring full depth reconstruction	Complete	Complete	30-Jun-09	C Neil
							Intensive engagement with CEC, palette of options, methodology being agreed	N/A	On Programme	31-Jul-10	C Neil
							Suite of options from surveys to be reviewed and agreement reached	On Programme	On Programme	1-Apr-10	M Paterson

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

One item on the Infraco Concerns Register was closed in the period:

	Risk Number	Cause	Risk Event	Effect
Section 7	94	Utility diversion design did not accommodate pre-earthworks drainage	Potential clash between pre-earthworks drainage and utilities	Delay to programme, extension of time claim. Additional costs
Structures	95	Power supply to Scotrail depot needs to be replaced	Scotrail works do not complete till August and this may hold up BSC's construction of Russell Rd retaining walls	Delay to programme, extension of time claim. Additional costs

No.94 was closed as all known utilities have been identified.
 No.95 was closed as we have agreed an estimate with the contractor.

The following concern was added in the period by the Network Rail/Trackform Project Manager.

	Risk Number	Cause	Risk Event	Effect
Haymarket Station Carpark	124	Requirement to comply with 'Station Change Notification' for location of crane in carpark to construct viaduct deck	45 day notification period could cause delay. BSC want crane in just now.	Cost/delay

The following items were closed in the Section1A Register:

1. SUC accreditations are not in place – these are now in place.
2. ADM agreement not in place – agreement now in place.
3. Forth Ports agreement not in place – agreement now in place.
4. Ocean Terminal Royal Yacht Britannia agreement not in place – agreement now in place.

Transport Edinburgh

Edinburgh Trams

Lothian Buses

FOISA

exempt

Yes

No

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 Richards	901	657	Infraco/Tramco/operator to implement.	31/03/2010	Yes	No	No	Period 13
B Campbell	999	656	Bus concessionary fare support scheme currently under review. New proposals for bus and tram will be submitted in autumn 2009.	30/03/2010	Yes	No	No	Period 13
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.	31/03/2010	Yes	No	No	Period 13
C Neil	1089	695	Production of conflicts register	31/03/2010	Yes	No	No	Period 13
D Carnegie	1088	694	Production of register which details items where designer has caused delay for tie	31/03/2010	Yes	No	No	Period 13
D Sharp	271	559	Assure the quality and timing of submissions	31/03/2010	Yes	No	No	Period 13
D Sharp	44	467	Fortnightly Meetings of Approvals Task Force.	31/03/2010	Yes	No	No	Period 13
D Sharp	279	836	Fortnightly Meetings of Approvals Task Force.	31/03/2010	Yes	No	No	Period 13
D Sharp	271	637	Fortnightly Meetings of Approvals Task Force.	31/03/2010	Yes	No	No	Period 13
F McFadden	914	573	SDS to obtain consent for design in accordance with programme requirements - SGN and Scottish Power. Complete with exception of plates 1-10 and 15-17 the redesign of the affected utilities at Plamerston Place.	31/03/2010	Yes	No	No	Period 13
M Blake	164	42	In conjunction with MUDFA, undertake trial excavations to confirm locations of Utilities and inform designer. York Place to Picardy Place and particularly Broughton St Junction IFC design incompatible with congested utilities	31/03/2010	Yes	No	No	Period 13
M Blake	139	42	In conjunction with MUDFA, undertake trial excavations to confirm locations of Utilities and inform designer. York Place to Picardy Place and particularly Broughton St Junction IFC design incompatible with congested utilities	31/03/2010	Yes	No	No	Period 13
M Paterson	1091	667	Extent of soft ground being investigated. External specialist advice deployed.	31/03/2010	Yes	No	No	Period 13
M Paterson	1094	673	Suite of options from surveys to be reviewed and agreement reached.	01/04/2010	Yes	No	No	Period 1
W Biggins	911	628	Liase with Scottish Power to agree and approve method of crossing tunnel.	31/03/2010	Yes	No	No	Period 13

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.

The Project Risk Allowance at financial close was £30,336,196. Drawdowns to the end of Period 12 09/10 now total £29,255,195. Remaining risk balance based on the approved QRA is £1,081,001.

Work Underway

Following a meeting in Period 12 a proposal has been drawn up to refresh the risk-based approach to the calculation of the project risk allowance (as has been the case historically) correlating this with the uncertainties with the evaluated by the commercial team.

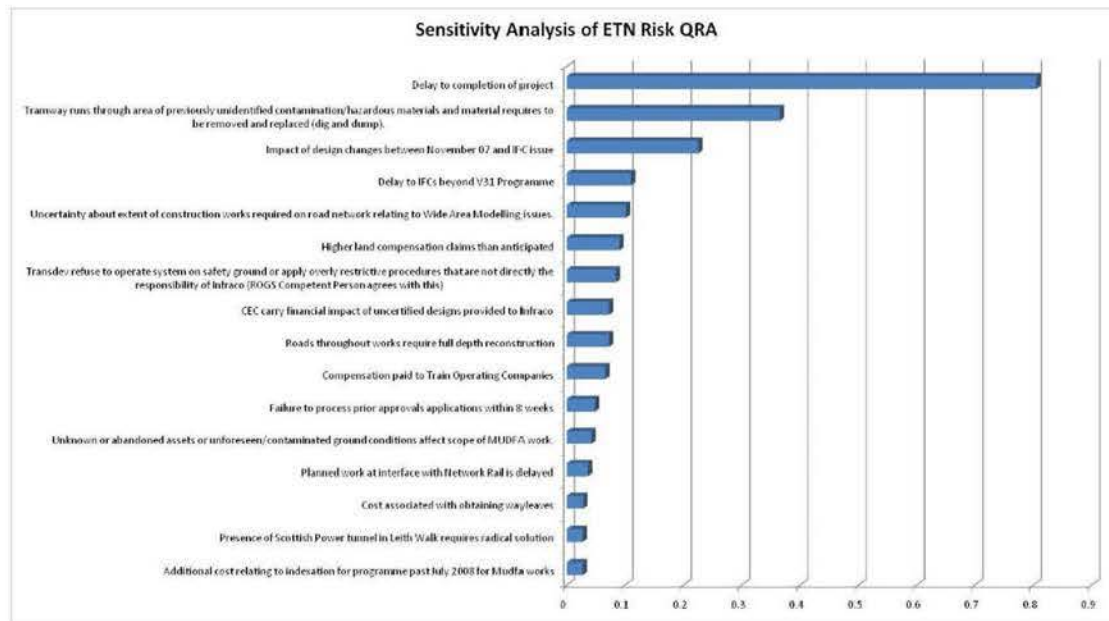
For this to happen, some time is required with the Infraco Commercial Manager. It was not possible to gain this time in Period 12 therefore further efforts will be made in Period 13.

Risk drawdown

The following table illustrates the drawdown applications on the project risk and contingency allocations in Period 12.

Description	Owner	Value (£)
Balgreen Retaining Wall - BDDI-IFC - Balancing Figure	Mike Paterson	-68,020
	Total	-68,020

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.

Schedule QRA

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

Opportunities

Highlights

The following opportunities have progressed well and commercial agreement needs to be reached as to any cost or programme savings, as the opportunity has been agreed in principle with Siemens. The project manager requires assistance in confirming these details. There are further savings possible in each of the opportunities below regarding civils costs however these have not been discussed with BB.

No.34 – SDS have accepted Siemens' proposal – requesting **tie** to issue change.

No.36 – GB to revisit with BT once road excavated.

No.37 – DS to write to NR in Period 13.

No.40 – Assessment required of original design versus new design.

No.42 – Assessment required of original design versus new design

No.43 – SDS have accepted Siemens' proposal – requesting **tie** to issue change.

No.44 – **tie** to instruct BSC to use BAM's design.

No.45 – INTC issued to BSC detailing sections to change from greentrack to ballast. Meetings arranged with NEP Ltd to discuss changes.

No.46 – BSC agreement outstanding.

No.54 – **tie** has instructed INTC's for the following:

East Side of Castle Gogar Access Rd (679m) - From A8 to Depot this can become ballasted throughout (200m to be Rheda City C and 479m to be ballasted) This provides a cost and production saving which needs to be agreed with BSC.

Departure side of IPR stop (104m) - becoming Rheda City C. This provides a production saving which needs to be agreed with BSC.

tie are discussing the following items with Siemens:

Approach to South Gyle Access Bridge (49m) - becoming Rheda City C from Direct Fix. This provides a production saving which needs to be agreed with BSC.

East side of Bankhead Stop (33m) - becoming Rheda City C. This provides a production saving which needs to be agreed with BSC.

Eastern ramp at Edinburgh Park Station Bridge (72m) - becoming Rheda City C. This provides a production saving which needs to be agreed with BSC.
Gyle Tramstop to south side of A8 (165m) - convert from greentrack to ballasted, agreed with CEC planner. Potential for £350 per metre saving.

Transport Edinburgh

Edinburgh Trams

Lothian Buses

FOISA
exempt
 Yes
 No

New Opportunities

Additional opportunity has been identified regarding plots 304 and 322. Currently there is £360k and £550k budgeted for these plots respectively. CEC are discussing the return of this land to NIL which would result in a cost saving. There is approximately 10,000 cubic metres of spoil to be removed from plot 304 and this would cost in the region of £90k.

Discussion are underway with CEC planners regarding the possibility of changing from greentrack to ballast between Gogar Castle crossing and Gogar tramstop. This could save approximately £350 per metre over a 300m length.

Discipline	Opp		Opp owner
	Number	Event	
SDS	1	Original forecast value for incentivisation was £400k. In-line with performance it is tie management view that the SDS incentivisation cannot be fully justified, with £400k the worst case.	Damian Sharp
Infracore - Section 1D	21	Programme allows for full depth road reconstruction. If this is not necessary there will be a programme time saving	PD/DB
Track	29	50metre radius curve at Gogar - at the moment the trackform will be embedded. Opportunity to convert to ballasted.	W Biggins
TEL	31	Utilise Scottish Central Procurement of Local Authority Power instead of direct procurement of commissioning power by tie.	A Richards
NR	32	Potential saving on £2.2m budget for NR immunisation	C Kerr
Track	34	ERs identified 43 sets of breathers and expansion joints around structures throughout network. BSCs proposal is to install 5 sets. Saving of cost of 38 sets.	W Biggins
Structures	35	The depth of excavation (for S21b and S21d and W8) could be reduced thereby providing a cost/time saving. To do this the design needs to be revisited. (BSC did additional SI in this area in summer 2008 which could be used to review designs)	Tom Cotter/Colin Neil
BT Cabling	36	£250k cabling programme planned for Hope St junction. IF BT can be convinced to leave in situ then this will represent a saving.	GB/CN
Track	40	Change rail section in all tramstops (in the off street section) from grooved to S49 rail. This would provide a cost and productivity saving.	W Biggins
Track	42	Section 5Y (within 5B) - opportunity to remove asphalt, which has been noted as a requirement by CEC planner in the section from east side of Edinburgh Pk tram halt to Edinburgh Pk viaduct approach, and continue the S49 on track ballast from the pedestrian crossing to the approach to Edinburgh Pk viaduct. (removes 100m of grooved rail with crossover and 2 transition slabs and improves productivity)	W Biggins

Transport Edinburgh

Edinburgh Trams

Lothian Buses

FOISA
exempt
 Yes
 No

Discipline	Opportunity Event		Opp owner
	Opp Number		
SDS	1	Original forecast value for incentivisation was £400k. In-line with performance it is tie management view that the SDS incentivisation cannot be fully justified, with £400k the worst case.	Damian Sharp
Infraco - Section 1D	21	Programme allows for full depth road reconstruction. If this is not necessary there will be a programme time saving	PD/DB
Track	29	50metre radius curve at Gogar - at the moment the trackform will be embedded. Opportunity to convert to ballasted.	W Biggins
TEL	31	Utilise Scottish Central Procurement of Local Authority Power instead of direct procurement of commissioning power by tie.	A Richards
Track	43	Re-railing points - 15 no identified in ERs for the depot area. These could be removed with resultant saving in cost and productivity	W Biggins
Track	44	Ground Improvement layer - adopt BAM's preliminary design for the floating slab developed to incorporate the noise and vibration measures.	W Biggins
Track	45	Edinburgh Pk green track - soft ground through Edin Pk limits what can be installed. Opportunity is to change trackform to ballasted. Substantial cost saving as civils cost will be less.	W Biggins
Depot	46	Eliminate soil nailing in preference for 1:2 batter. This would provide a mitigated cost increase	A Scott
Depot	47	Advance Siemens commencement by 6-9 months as contract programme showing completion prior to handover to Siemens	A Scott
Roads	48	Obtain agreement with CEC to adopt a different road construction methodology thereby saving time and money.	C Neil
OHL	49	Opportunity to amend to standard foundations in off-street section which would reduce cost.	Bob Bell
Supplemental Agreements	51	Carry out a joint tender with BSC for future supplemental agreements in order to generate more competitive price	MP/GM
Land & Property	52	Selling of land which has been purchased but is no longer required	A Sim
Stray Current	53	Recovery of costs from Siemens for recovery of stray current monitoring costs.	Bob Bell
Track	54	Opportunity to convert from direct fix to Rheda City C trackform at Approach to South Gyle Access Bridge (49m) East side of Bankhead Stop (33m) Eastern ramp at Edinburgh Park Station Bridge (72m) East Side of Castle Gogar Access Rd (679m) - instructed redesign Departure side of IPR stop (104m) Gyle Tramstop to south side of A8 (165m) - instructed redesign	W Biggins

6 Health, safety, quality and environment

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	126,481	1	0	0	10	4	0	1	5	0.79	3.16
13 period rolling	1,683,524	1	1	28	234	123	16	9	60	0.12	7.31



There has been a RIDDOR reportable over 3 day injury during Period 12 at Burnside Road, Edinburgh Airport. An operative trapped his finger between two excavator buckets whilst loading them in preparation for removal from site. The operative sustained damage to the tendon and required an operation. The operative was unable to return to work after 4 days. Raynesway have completed an investigation and report which has been reviewed and accepted by tie. The incident details have been shared with other Tram Contractors.

There has been an increase in the number service strikes for Clancy Dowcra. A consolidated report is awaited from Clancy and will be reviewed by tie. Clancy have employed the services of an on-site service location and avoidance trainer for the remainder of the MUD works.

Further to the Period 11 incidents regarding the use of lifting equipment adjacent to the Network Rail corridor, BSC have produced revised guidance for the review of Work Package Plans. tie and BSC have also carried out joint briefings to contractors on the production of adequate WPPs.

BSC have completed approximately 1.2million man hours with only 1 reportable accident giving them a Project to date AFR of 0.08 compared to the overall Tram Project to date of 6 accidents in 3.5mil hours giving an AFR of 0.17. The performance of 1 accident per 1mil man hours in line with the target set by the Olympic Delivery Authority.

Environment

TCM have been asked to visit the Roseburn Corridor site to remove a live Japanese Knotweed Plant currently fenced off by BSC. The plant was originally treated and covered by TCM's guarantee.

tie PMs have been reminded that the bird nesting season is due to start (1st March to 31st July), during this period all trees to be removed should be checked for nests. PM's to contact the HSQE team if uncertain. Additionally, if nests are found within the vicinity of the works and the works will disturb the nest, work must be stopped and advice sought.

Discussions are taking place on the appropriateness of the volume of post excavation archaeological works that needs to be carried out.

Deliver a Safe Tram (Quality)

Section	Activity	Data Checked					
		IDC	Hazards	ITP's	Design Variation / Change	As Built's	Asset Register
Carrick Knowe	Foundations	0.5	On Hold	1	1	0.5	N/A
Haymarket Viaduct	Earthing & Bonding	0.5	On Hold	1	1	0.5	N/A
Tower Bridge	Site Set up & Trial Holes	0	On Hold	1	0.5	N/A	N/A
Airport	Earthworks	0.5	On Hold	1	1	0	N/A
PD	Total (y)	1.5	0	4	3.5	1	0
	Max Possible Total (y)	4	0	4	4	3	1
Total	Percentage P11	27%	69%	90%	66%	80%	50%
	Percentage P12	32%	69%	93%	72%	73%	50%

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

It is noted that all areas inspected received 100% for the Inspection and Test Plan System bringing the overall period average up to 93%. An increase in the percentage from 66% to 72% for Design Variation/Change is likely to be as a result of changes to the weekly check sheet, thus more meaningful information is being recorded.

The BSC System Integration Plan has not yet been formally issued to tie, although a draft copy has been received. tie expect formal issue in due course.

The Hazard Log is being populated with information and evidence that the Hazards have been mitigated by design. This exercise is well underway and a substantial amount of evidence is already referenced in the Hazard Log. The PSCC Sub-Committee will then review the Hazard Log responses by during April 2010. If the PSCC Sub-Committee are satisfied with the responses, they will recommend that the Hazards are closed for that phase of the project.

An audit was carried out under clause 104 of the contract (28th and 29th January), by Nichols in conjunction with tie to formally review Design Assurance, System integration and Best Value. Draft report issued end Feb 2010.

An audit of BSC ITP's for the handover of Princes Street (11/2/2010) terminated early due to incompleteness of records. BSC advised that tie would not accept handover of the area without full ITP records and as built drawings. Formal letter sent to BSC confirming actions. BSC advised they would inform tie when records are ready for full review and handover.

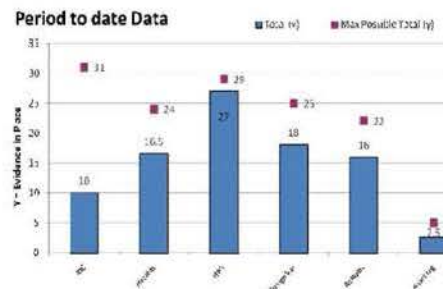
tie chaired the PSCC on the 17th Feb 2010, the following points were noted; All BSC Cases for Safety – expected to be formally issued to tie late May 2010: BSC – DAS and IDC Plan, Interface Management Plan and Design Management Plan – First formal copy issued to PSCC 18/2/2010 by BSC: All IDC's scheduled to be completed by late March 2010 : tie Safety Assurance Plan drafted and awaiting internal approval: ETL Testing and Commissioning Plan v1 with tie for comment: Asset register being prepared in line with 'Manchester System', BSC proposed date for readiness 'mid-summer'.

CDM Audits/Inspection to be carried out from week 4/12 in order to ensure tie are meeting their requirements.

DaST Inspection checksheet updated (Revision 2/3) to ensure that all questions are interpreted in the correct manner, and that results are consistent.

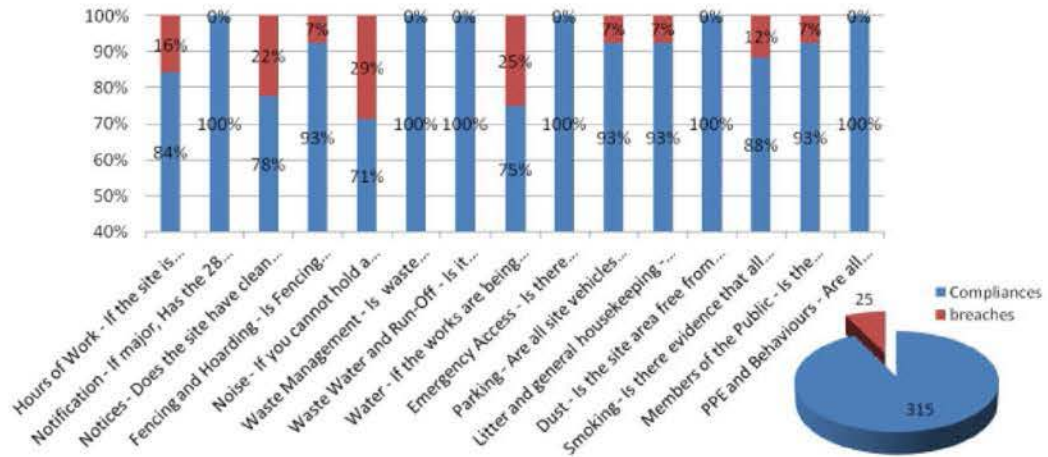
Action to be taken

Pursue As Built' information, and formal issue of BSC procedure. Pursue formal issue of BSC Asset Register tie to brief all ITP's to Site Supervisors in order that monitoring can be carried out on site
 S. Smith/C. Kerr to finish updating SVS procedures and add to HSQE website



Code of Construction Practice Period 12

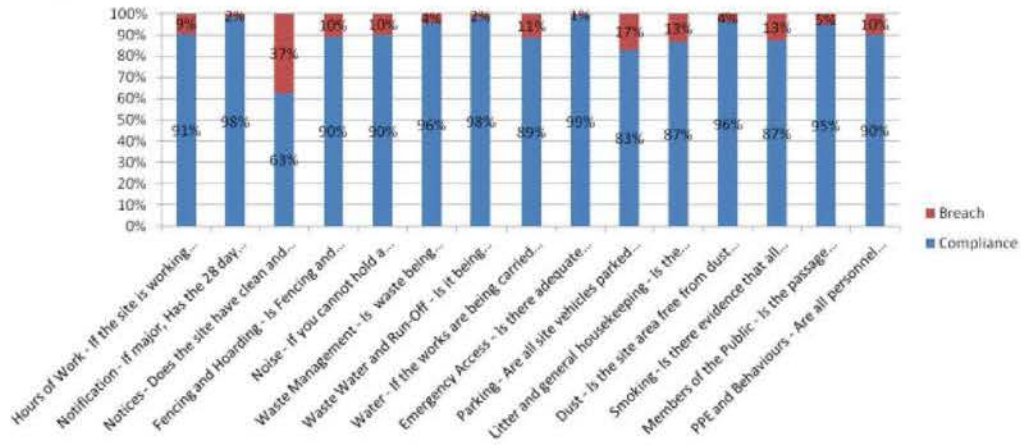
Period 12



Compliance is at 93% for the Period 12
Main Movement since Period 11

- Compliance with CoCP hours of work has decreased slightly from 87% to 84%
- Compliance with Tram Notices/Signs has improved 68% to 78%
- Compliance with Noise Control has reduced from 91% to 71%
- Improvement in Waste Water Run off compliance from 93% to 100%
- Improvement in the control of works near water from 70% to 75%
- Improvement in the control of smoking from 80% to 88%

Project to date



7 Stakeholder and Communications

Media / Press Activity

Media activity for Period 12 has picked up since the Christmas and New Year lull. Speculation by the media has been focussed around works due to commence over the coming few weeks including the Broughton Street, Shandwick Place, Haymarket, Leith Walk and York Place/Dublin Street areas in particular.

Media reporting has been shifted to a more negative tone in relation to the dispute resolution process; however we have undertaken a number of mitigation measures where inaccurate or misleading information has been published. Media enquiries regarding this have been informed of our position on this and that we are actively looking at all options available to us at the moment and will inform them in due course.

A Press Trip to Wildenrath in Germany was arranged to view the track testing process of the first tram vehicles. The BBC, Edinburgh Evening News and New Transit Magazine were present on the trip where representatives from Edinburgh Trams, the City of Edinburgh Council and tram manufacturer CAF were available for interview and comment. BBC Coverage was broadcast via radio, television and the BBC website and centred mainly on the ambition to extend the network once tram line 1A was complete with an uptake on further stories by the media resulting from this.

Our main focus remains with highlighting progress mainly on off-street works of the trams project. Further media coverage can be expected during the coming reporting period as further updates outlining planned works along the route are issued to local residents, businesses and the press. This is particularly going to be increased when a number of key traffic routes within these areas are closed for tram works. However, extensive liaison work continues with local communities as well as the local press to provide as much detail and advance notice as possible in relation to the planned works. We can also expect to see some further speculation in the press regarding the dispute as the resolution process continues to run its course out with of the public view.

Over the coming weeks and months we will continue to focus on the progress of the ambitious programme of works, particularly on the off-street sections including, Carrick Knowe Viaduct, Burnside Bridge at the Airport; Haymarket Viaduct, Edinburgh Park Viaduct, Gogarburn Bridge and Gogarburn Depot.

Public Information Planning

The Murrayfield Sign has been manufactured and is awaiting delivery and installation at Murrayfield by BSC operatives.

The interim branding artwork has now been completed and stationery with the new brand logo has been received. The roll-out process will commence shortly, the new interim brand being extended to all aspects of our internal and external documents and signage.

The design for the signage at Gogar Depot is progressing. Consultation has taken place with various parties to finalise the particular specifications and format. Speculative quotes have been received for accurately sized examples of the proposed Gogar signage.

Partner and Stakeholder Communications

Work updates have been issued for Princes Street, Tower Place, Baird Drive, Old Port Road, Leith Walk and York Place during the last period. Over 1800 letters were delivered in the Haymarket area to inform businesses and residents of the closure of Manor Place for the continuation of utility works.

Transport Edinburgh

Edinburgh Trams

Lothian Buses

FOISA
exempt
 Yes
 No

14 schools are taking part in the next Tramformer visits to tram work sites. 4 visits have been arranged to sites in Lindsay Road and Carrick Knowe from 8th – 10th March. Members of the Communications team recently took part in a careers workshop programme at Firrhill High School in conjunction with Scottish Businesses in the Community.

The second Photo Update is currently being prepared and should be available in the next two weeks. This will give a visual account of recent works progress throughout the tram route.

During period 12 Edinburgh Trams Richard Jeffrey spoke at the Scotsman Conference on Monday 22nd February, and again at the Merchant Company dinner where Richard Jeffrey and Mandy Haeburn-Little were presented.

In additions, meetings have taken place with Leith Traders and Ocean Terminal.

Aside from the meetings listed above, constant communication between businesses and residents continued on a daily basis.

Logistics

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

Broughton St/Picardy Place now has a logistic presence to cover the closure of Broughton St at York Place. This is likely to remain in place until the end of February/early March.

Specific areas where there are still mass barriers and coning, notably sections of Leith Walk and Princes St, are still being maintained by the team with cleaning duties being carried out every alternate day.

Freedom of Information Requests

Currently there are 6 FOI requests in the process of being compiled, while there are 2 FOI requests under review or with the Information Commissioner. Two requests have been completed over the last four week period.

Customer Service Activity

The incoming correspondence for Period 12 has decreased since Period 11. 386 contacts have been logged in Period 12, while in Period 11 contacts were slightly higher at 416.

Emails and Phone calls continue to retain their dominance as the main channels of correspondence by logging 198 and 150 contacts respectively during Period 12. Face to Face correspondence however dropped again during the last four weeks compared to Period 11 as they only logged 13 contacts, a significant drop from Period 11's 49 contacts via Face to Face meetings. Letters continued to be consistent logging contacts between 10 and 20 each period with 14 recorded in Period 12.

Information Requests made up 321 of the contacts for Period 12, once again the majority of all correspondence which were concerned with a range of issues. This left 62 contacts to be distributed across the remaining subjects of correspondence. The main areas for the remaining contacts were regarding building fixings (16), Employment (11), Complaints (8) and Positive Comments (8).

Customer Service Figures

a) Transport Scotland - Monthly Customer Service Report 01/02/2010 - 26/02/2010

Item	Volume Month	Volume (Cumulative from 21/11/08)	Performance (Month)	Performance (Cumulative)	Target Performance
Telephone response	211	3885	97	97	90% in 30 seconds
Telephone Same day resolution	204	3740	97	96	Info only
Email acknowledgement	165	2198	100		100% acknowledged within 24 hours
Email response			100	99	90% resolution in 7 days
Email same day resolution	154	1998	94	91	Info only
Letter acknowledgement	8	169	100		100% acknowledgement within 24 hours
Letter response			100	95	100% resolution in 7 days
Total Enquiry Volumes	384	6252			
Website update	82	1234	100	100	Weekly

b) Out of Standard/Work in Progress statement at month end 26 Feb. 2010

		Volume of WIP @ m/end	Oldest date	Oldest Issue	Handled By
M/e 26 Feb. 2010	Email	1	19/02/2010	Advertising on Trams	Alastair Richards/Mandy Nelson
	Letters	0	N/A	N/A	N/A
	Calls	0	N/A	N/A	N/A

c) Monthly Notifications Performance 01/02/10 to 26/02/2010 and Cumulative from 21 November 2008

0 Major notifications – all for utility and in standard

21 Minor notification – 6 for utility 5 in standard and 15 for tram all in standard.

0 Emergency notifications

Notification Type		Work Site	Utilities	Tram works	Total	% in Standard
Major works	Month	Notifications	0	0	0	
		In Standard	N/A	N/A	N/A	N/A
	Cumulative	Notifications	10	5	15	
		In Standard	4	2	6	67
Minor Works	Month	Notifications	6	15	21	
		In Standard	5	15	20	95
	Cumulative	Notifications	93	49	142	
		In Standard	78	40	118	83
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 12

Section	Activity	Data Checked					
		IDC	Hazards	ITP's	Design Variation / Change	As Built's	Asset Register
Carrick Knowe	Foundations	0.5	On Hold	1	1	0.5	N/A
Haymarket Viaduct	Earthing & Bonding	0.5	On Hold	1	1	0.5	N/A
Tower Bridge	Site Set up & Trial Holes	0	On Hold	1	0.5	N/A	N/A
Airport	Earthworks	0.5	On Hold	1	1	0	N/A
PD	Total (y)	1.5	0	4	3.5	1	0
	Max Possible Total (y)	4	0	4	4	3	1
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	Percentage P12	32%	69%	93%	72%	73%	50%

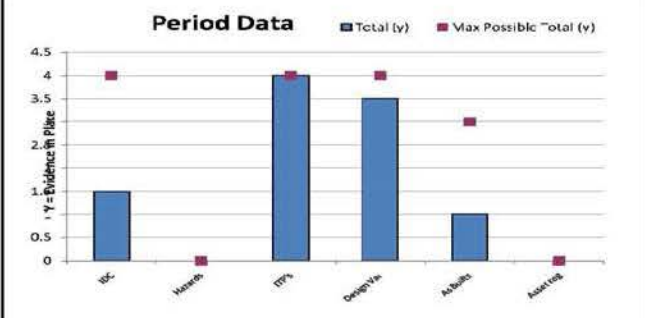
Key - Y = Evidence exists (1) N = No evidence exists (0) NA = Not applicable (-) P = Part evidence in place (0.5)

1.0 Deliver a Safe Tram Key Metrics

- It is noted that all areas inspected received 100% for the Inspection and Test Plan System bringing the overall period average up to 93%. An increase in the percentage from 66% to 72% for Design Variation/Change is likely to be as a result of changes to the weekly check sheet, thus more meaningful information is being recorded.
- The BSC System Integration Plan has not yet been formally issued to **tie**, although a draft copy has been received. **tie** expect formal issue in due course.
- The Hazard Log is being populated with information and evidence that the Hazards have been mitigated by design SFAIRP as defined in the ETN DDAP, Rev F. This exercise is well underway and a substantial amount of evidence is already referenced in the Hazard Log. The PSCC Sub-Committee, will then review the Hazard Log responses by during April 2010. If the PSCC Sub-Committee are satisfied with the responses, they will recommend that the Hazards are closed for that phase of the project.
- An audit was carried out under clause 104 of the contract (28th and 29th January), by Nichols in conjunction with **tie** to formally review Design Assurance, System integration and Best Value. Draft report issued end Feb 2010.
- An audit of BSC ITP's for the handover of Princes Street (11/2/2010) terminated early due to incompleteness of records. BSC advised that **tie** would not accept handover of the area without full ITP records and as built drawings. Formal letter sent to BSC confirming actions. BSC advised they would inform **tie** when records are ready for full review and handover.
- J Ritchie attended the PSCC on the 17th Feb 2010, the following points were noted; All BSC Cases for Safety – expected to be formally issued to **tie** late May 2010: BSC – DAS and IDC Plan, Interface Management Plan and Design Management Plan – First formal copy issued to PSCC 18/2/2010 by BSC: All IDC's scheduled to be completed by late March 2010 : **tie** Safety Assurance Plan drafted and awaiting internal approval: ETL Testing and Commissioning Plan v1 with **tie** for comment: Asset register being prepared in line with 'Manchester System', BSC proposed date for readiness 'mid summer'
- CDM Audits/Inspection to be carried out from week 4/12 in order to ensure **tie** are meeting their requirements.
- DaST Inspection checksheet updated (Revision 2/3) to ensure that all questions are interpreted in the correct manner, and that results are consistent.

1.1 Deliver a Safe Tram – Required Action

- Pursue As Built' information, and formal issue of BSC procedure
- Pursue formal issue of BSC Asset Register
- **tie** to brief all ITP's to Site Supervisors in order that monitoring can be carried out on site
- S. Smith/C. Kerr to finish updating SVS procedures and add to HSQE website
- Construction Assurance procedure to be reviewed and formally issued.

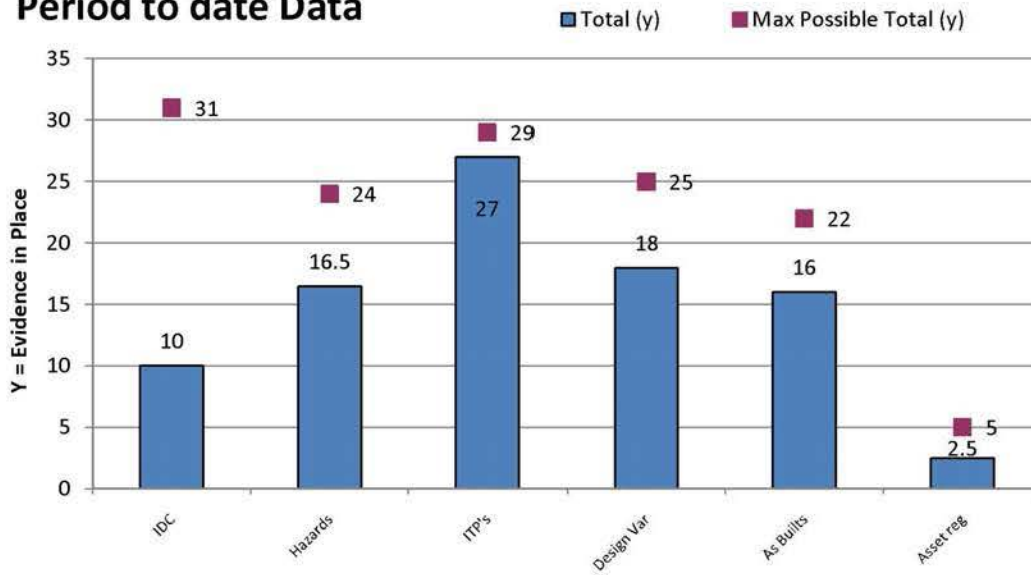




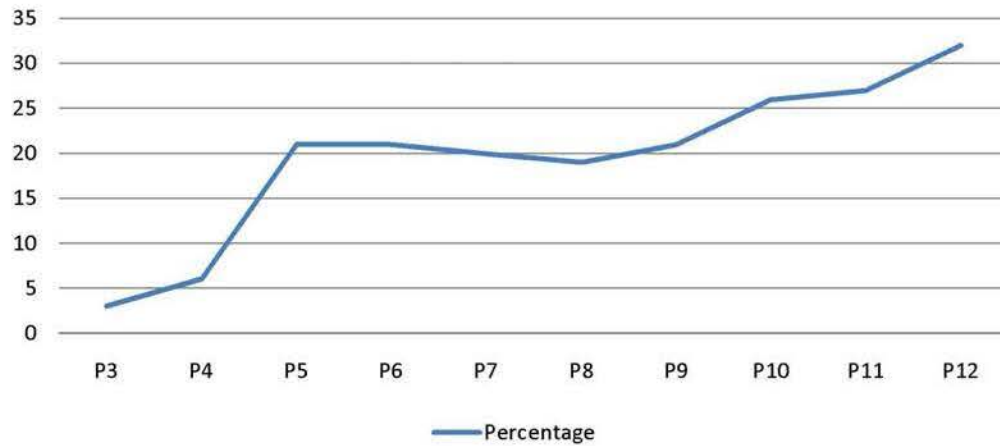
Deliver a Safe Tram

Company Report – Period 12

Period to date Data



IDC Compliance to date

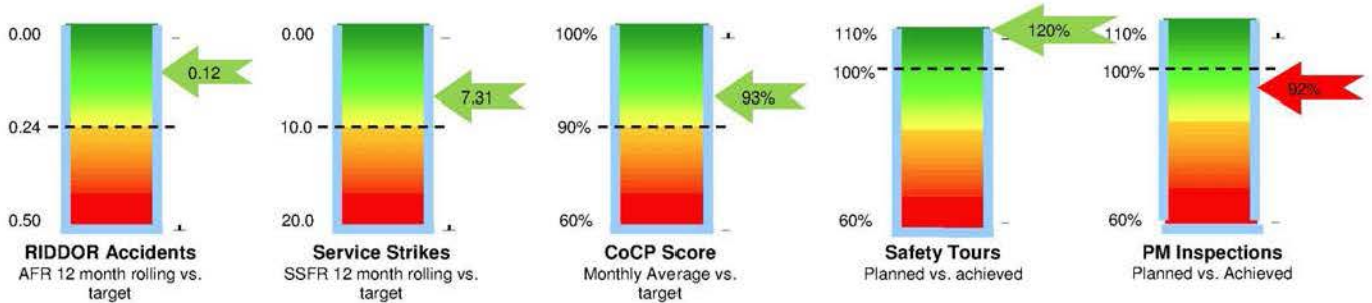




Deliver the Tram Safely

Company Report – Period 12^{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	126,481	1	0	0	10	4	0	1	5	0.79	3.16
13 period rolling	1,683,524	1	1	28	234	123	16	9	60	0.12	7.31
BSC	Total Hours	>3 day	Major	Injury	NM/Unsafe Condition	Service Damage	ENV	RTA	MOP	AFR	SFR
Period	83,138	0	0	0	3	0	0	1	2	0.00	0.00
13 period rolling	881,045	0	0	15	70	32	8	2	28	0.00	3.63
Other Tram including MUD2	Total Hours	>3 day	Major	Injury	NM/Unsafe Condition	Service Damage	ENV	RTA	MOP	AFR	SFR
Period	24,623	1	0	0	7	4	0	0	1	4.06	16.24
13 period rolling	107,457	1	0	1	43	15	6	0	3	0.93	13.96
Carillion	Total Hours	>3 day	Major	Injury	NM/Unsafe Condition	Service Damage	ENV	RTA	MOP	AFR	SFR
Period	660	0	0	0	0	0	0	0	2	0.00	0.00
13 period rolling	458,234	0	1	12	121	76	2	7	29	0.22	16.59



EXECUTIVE SUMMARY

- There has been a RIDDOR reportable over 3 day injury during Period 12. An operative working for Raynesway suffered a crush injury to his finger whilst removing excavator buckets from site; see page 2 and Appendix A for further details. This accident, however has not increased the 13 period rolling Accident Frequency Rate which holds at 0.12
- There has been an increase in the number service strikes for Clancy Dowcra. A consolidated report is awaited from Clancy and will be reviewed by tie. Clancy have employed the services of an on-site service location and avoidance trainer for the remainder of the MUD works.
- **tie** joint inspections have been slow to progress this period, with only 50% of the planned PM inspections and only 60% of the planned Safety Tours carried out during the first 3 weeks of Period 12 and the final majority of inspections taking place in week 4.
- Further to the Period 11 incidents regarding the use of lifting equipment adjacent to the Network Rail corridor, BSC have produced revised guidance for the review of Work Package Plans. **tie** and BSC have also carried out joint briefings to contractors on the production of adequate WPPs.
- BSC have completed approximately 1.2million man hours with only 1 reportable accident giving them a Project to date AFR of 0.08 compared to the overall Tram Project to date of 6 accidents in 3.5m hours giving an AFR of 0.17. The performance of 1 accident per 1m man hours in line with the target set by the Olympic Delivery Authority.



Deliver the Tram Safely

Company Report – Period 12^{09/10}

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

Project Running Totals	HS&E Tours	HS&E PM Inspection
Number planned	5	12
Number achieved	6	11

HSQ&E KEY ACHIEVEMENTS

- Successful abandonment of 600m SGN gas main in Shandwick Place
- Completion of health and safety files for Murrayfield Rugby pitch and IPR2
- A number of CoCP and WPP briefings from **tie** to BSC subcontractors
- No recorded MOP injuries against new MUD works so far

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

- Reportable accident: Over 3 day RIDDOR injury at Burnside Road, Edinburgh Airport. An operative trapped his finger between two excavator buckets whilst loading them in preparation for removal from site. The operative sustained damage to the tendon and required an operation. The operative was unable to return to work after 4 days. Raynesway have completed an investigation and report which has been reviewed and accepted by **tie**. The incident details have been shared with other Tram Contractors.
- Service strike frequency has increased during the period for MUD 2 works, 3 for Clancy and 1 for Farrans. A satisfactory report has been received from Farrans and has been reviewed by **tie**. The 3 incidents for Clancy this period and 1 during Period 11 have been investigated by Clancy management and safety. A consolidated report is being prepared and will be provided to **tie** for review during Period 12. Clancy have employed the services of an in-house training professional to provide refresher training for all contract personnel on cable avoidance techniques. This will be ongoing for the next 3 months.
- During Period 12 **tie** stopped the same Clancy Docwra operation twice on a site at West Maitland Street. Operatives were undermining an area of carriageway without sufficient shoring and top support in place. Initially **tie** raised this with Clancy site management who removed the operatives from the area until it was made safe. The following morning, **tie** supervisor intervened once more as the steps taken to improve the support were not adequate. **tie** formally raised concerns about the adequacy and lack of intervention by Clancy supervision. **tie** awaiting response from Clancy Docwra.
- As a result of investigation into the BSC incidents during Period 11 along the Network Rail Corridor it was identified that there were some packages of work which had not been adequately assessed in accordance with network rail and contract standards. A number of meetings and discussions have taken place to help BSC/Siemens produce revised guidance for the review and approval of the Work Package Plans
- As a result of the investigation into the cable strike at Haymarket involving Grahams, a subcontractor to BSC, it was identified that Safe Digging Practices were not being followed by the Plant Operator. It was also identified that **tie** had available to them the depth of the cable and although the position of the cable was provided, the depth of the service was not provided to the contractor. Supplying appropriate information to the contractor is a requirement of CDM. There were also a number of **tie** management failings identified in the procurement of the contractor but these were not directly contributory to the incident. Subsequent re-briefings of PM's and QS's have taken place with HSQE and the Infracore Director.

SIGNIFICANT RISKS FOR THE NEXT PERIOD

RISK	ACTION
<ul style="list-style-type: none"> • Work to and near to Gas Mains - Russell Road piling, Balgreen Road, Lindsay Road, Bank Head Drive (may require diversion), Med Pressure main in Jane St/ Leith Walk. (Shallow, may hamper track slab) • Gas Abandonments – Constitution St. • Bridge Beam placement at Carrick Knowe • Changeover of Traffic Management sections 1c/1d • BSC new contractor McKean starting at Tower Bridge • Trial excavations at South Gyle access bridge • New Utility diversion works at Edinburgh Park – Clancy 	<ul style="list-style-type: none"> • Safe Systems in place by contractors, tie safety monitoring execution of works periodically • Guidance note produced and sent to SGN for comment, to provide a structured approach to gas abandonments. • WPP will be in place and reviewed by BSC • TMRP approval in place • Prestart meeting has taken place and Start on Site Checklist completed. • F10 issued and Health and Safety Plan in place, Co-ordination meetings held with BSC and Clancy • Principal Contractor will be appointed, co-ordination meetings held with all parties



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ENVIRONMENTAL SUMMARY

List any significant environmental events, initiatives, breaches etc

- TCM have been asked to visit the Roseburn Corridor site to remove a live Japanese Knotweed Plant currently fenced off by BSC. The plant was originally treated and covered by TCM's guarantee.
- PMs to note that the bird nesting season is due to start (1st March to 31st July), during this period all trees to be removed should be checked for nests. Please contact the HSQE team if you are uncertain. Additionally, if nests are found within the vicinity of the works and the works will disturb the nest, work must be stopped and advice sought.
- Decision will be made on the post excavation Archaeological works that need to be carried out.

QUALITY SUMMARY

List any significant quality events, initiatives, breaches etc

- Schedule of quarterly Q&E audits created and formally issued to BSC
- Depot Drainage Audit carried out; report formally issued to BSC
- Schedule of CDM audits/inspections to be created and inspections to commence from week 4/12
- MUDFA Completion Packs due to be handed over 26th Feb 2010. Currently on schedule for full hand over of completed works and part hand over of packs where remedial works are taking place.
- Audit of Princes Street ITP's for handover cut short due to incomplete records. Course of action agreed with BSC and letter formally sent. BSC advised that tie would not take formal handover of the area until all Inspection and Test Plans, associated records and as built are formally submitted
- Princes Street Manholes sunk, temporary steel plate cover put in place, currently awaiting BSC programme of remedial works and explanation of why the non conformance has occurred.
- Farrans/Clancy audits carried out 4th Feb 2010. All relevant documentation in place for section 1A. No evidence of documents for section 1D. Follow up audit scheduled for 25th Feb 2010.

BEST PRACTICE

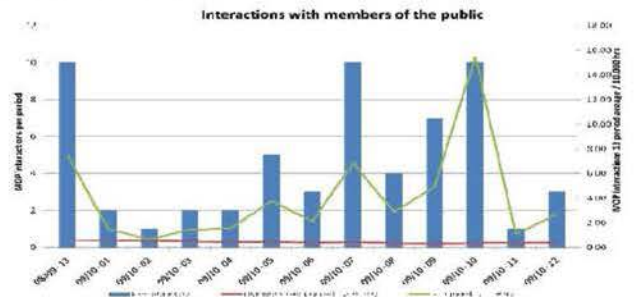
List any significant quality events, initiatives, breaches etc

- BSC have trailed the use of ground penetrating radar to establish disturbed ground which would identify possible location. No decision yet from BSC whether it will be utilised on the project
- BSC have had an Occupation health meeting with all contractors to discuss the Project Occupational Health strategy. Good attendance

MEMBER OF PUBLIC INTERACTION SUMMARY

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

- MOP claim received for trip in Princes St late November. Awaiting BSC report.
- Issue with tactile paving slabs not in place at new temporary crossings and still in place at redundant crossings causing possible confusion to the visually impaired. This has been raised with Clancy Docwra and BSC specifically.

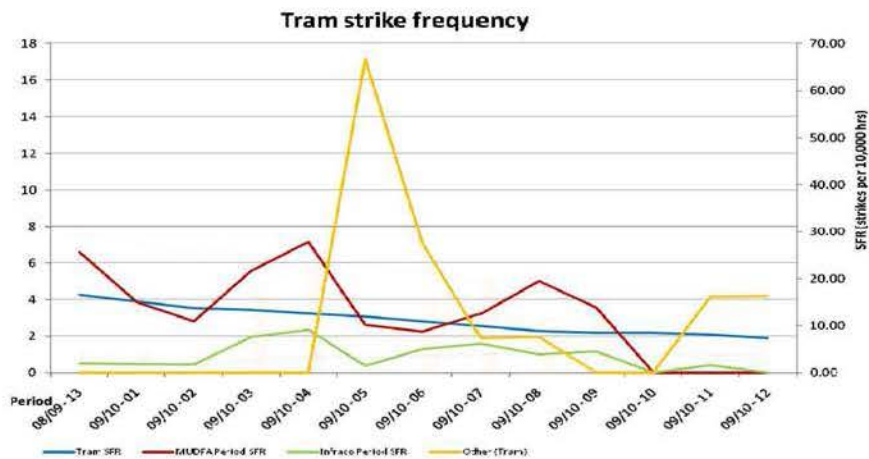
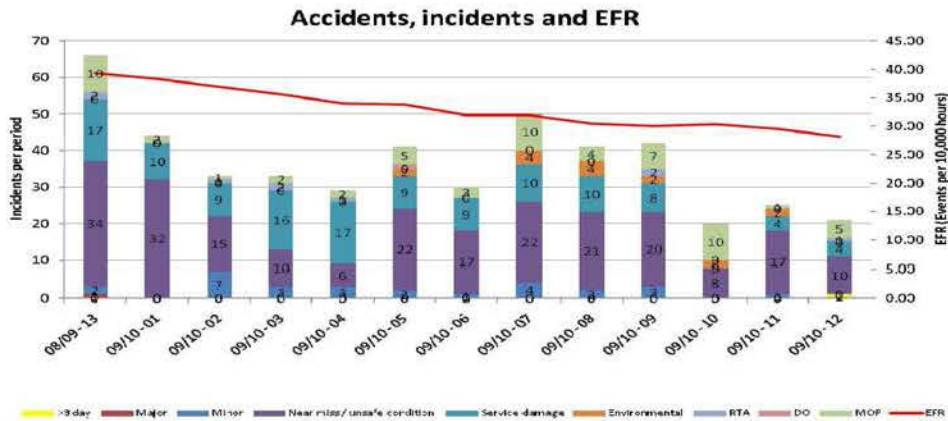




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GRAPHS





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APPENDIX A SIGNIFICANT ACCIDENT / INCIDENT

AllR Ref:	AllR01129	Serious/Significant	Yes	Action taken by tie (if required):
Contr Ref:		Description:		
Project	Utilities	Contractor damaged a Forth Ports LV cable during multi-utility works on Old Port Road adjacent to the Cruise Liner Terminal. Power supply to cruise liner terminal interrupted for two hours between 12:00pm and 14:00pm		Report t has been reviewed and close out action agreed with Farrans
Location:	Old Port Road, Rear of Ocean Terminal			
Date & Time	12:00pm Wednesday 3 rd February 2010			
A/I type:	Service Damage	Action taken by Contractor:		
tie PM:	Malcolm Butchert	Forth Ports contacted		
Contractor:	Farrans	Report to be issued by contractor		
Sub Contr:				

AllR Ref:	AllR01131	Serious/Significant	Yes	Action taken by tie (if required):
Contr Ref:		Description:		
Project	Utilities	Whilst excavating with a mechanical excavator a Scottish Power cable was damaged by the bucket of the excavator. No obvious signs of any supplies being affected		Report to be reviewed tie to review Clancy Docwra remedial actions and advise on suitability. tie have commented on Clancy Dowcra reports and are awaiting reissue of reports
Location:	Junction of York Place / Broughton Street			
Date & Time	Approx 16:55pm, Thursday 4 th February 2010			
A/I type:	Service Damage	Action taken by Contractor:		
tie PM:	Michael Blake	Scottish Power contacted. Report to be issued by contractor. Clancy Docwra site management to review all incidents since commencing works and identify any common indicators. Clancy Docwra to identify any remedial actions from investigations		
Contractor:	Clancy Docwra			
Sub Contr:				

AllR Ref:	AllR01133	Serious/Significant	Yes	Action taken by tie (if required):
Contr Ref:		Description:		
Project	Infrastructure	Whilst loading a bucket into another bucket an operative trapped his finger between the buckets. He has a suspected broken finger and will go to hospital on Dundee on his way home (operative required minor operation to finger and was off work for more than 3 days)		Report to be reviewed and ensure that F2508 notification has been carried out to HSE. F2508 issued, report received – no comments required from tie
Location:	Burnside Road, Edinburgh Airport			
Date & Time	Approx 14:30pm, Friday 5 th February 2010			
A/I type:	Injury	Action taken by Contractor:		
tie PM:	Ian Clark	Operative going to Hospital in Dundee on way home		
Contractor:	Raynesway	Report to be issued by contractor		
Sub Contr:				

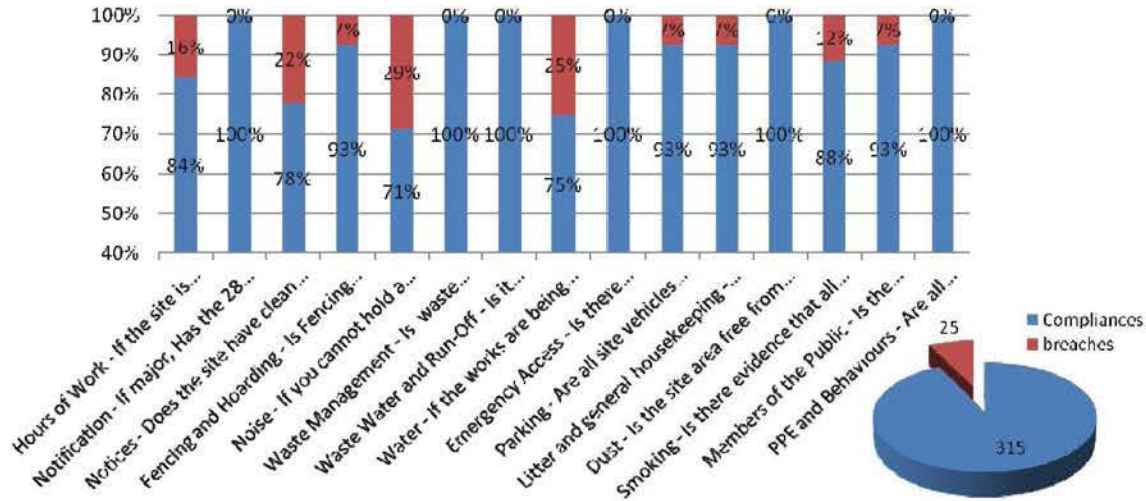


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APPENDIX B – INSPECTIONS

Period 12



Compliance is at 93% for the Period 12

Main Movement since Period 11

- Compliance with CoCP hours of work has decreased slightly from 87% to 84%
- Compliance with Tram Notices/Signs has improved 68% to 78%
- Compliance with Noise Control has reduced from 91% to 71%
- Improvement in Waste Water Run off compliance from 93% to 100%
- Improvement in the control of works near water from 70% to 75%
- Improvement in the control of smoking from 80% to 88%

Project to date

