

# SDS

<b>1</b>	<b>ALL PMs</b>	<b>Actions</b>
1.1	Update the programme with deliverables – achieved or not.	<b>All PMs</b>
1.2	Update the actions from the minutes with ES	<b>All PMs</b>
<b>2</b>	<b>SDS – Damian Sharp</b>	<b>Actions</b>
2.1	DC to give change control presentation to CEC in period 9.	<b>DC</b>
2.2	DS to issue SDS with change notices for VE once VE is agreed.	<b>DS</b>
2.3	DS to get a firm fix on the Role of Ritchie Adam. DS / AS / SC to discuss NR issues	<b>DS</b> <b>DS / AS /</b> <b>SC</b>
2.4	DS / DC to update forecast for SDS TSS resources	<b>DS / DC</b>
2.5	DS to arrange round table (DS / SC / DF / engineers) to agree timescale for the issue of technical approvals	<b>DS</b>
2.6	DS / DC / Jim Cahill to determine change control position and provision in the budget. Also need to determine where the funding is coming from. This is to be provided to SC by 14 <sup>th</sup> Dec.	<b>DS / DC</b>
2.7	DS to provide a high level summary of change control in the report.	<b>DS</b>
2.8	AS to agree with the council what <b>tie</b> needs to do with regard to Murrayfield.	<b>AS</b>
2.9	DS to: <ul style="list-style-type: none"> <li>• Eliminate unrealistic programme durations</li> <li>• Bottom out CEC assumptions and timescales for Prior and Technical Approvals</li> </ul> And assess the effect on programme of changes by 14 <sup>th</sup> Dec.	<b>DS</b>
2.10	DC to check if there is provision in the BBS bid for the Burnside Road realignment.	<b>DC</b>



1A PROJECT MANAGERS REPORT

Period: 10  
Year: 07/08

Project Number: T04.01  
Project Title: SDS

PROJECT DETAILS

Project Manager: Damian Sharp Line Manager: Matthew Crosse Contract Value:

Cost of Work Done - Cumulative (£000s)

Work Package	Period 10 - 07/08		Variance	Comments
	Previous forecast	Actual		
Design Services under SDS	11,666	11,666	0	
Overall Value Main Works ( Unallocated )	1,043	893	(150)	
Section 1 Newhaven Road to Haymarket	2,425	2,552	128	
Section 2 Haymarket Corridor	240	237	(3)	
Section 3 Haymarket to Granton Sq	2,082	2,120	38	
Section 3 1B deduction	(1,859)	(1,859)	0	
Section 4 Granton Sq to Newhaven Rd	0	0	0	
Section 5 Roseburn Junction to Gogar	1,293	1,348	55	
Section 6 Gogar Depot	295	300	5	
Section 7 Gogar to Edinburgh Airport	367	341	(26)	
Section 8 Ingliston West / Newbridge	0	0	0	
MUDFA / Utilities	553	553	0	
Site Investigation under SDS	1,415	1,415	0	
<b>Total SDS</b>	<b>19,519</b>	<b>19,565</b>	<b>46</b>	

07/08 forecast outturn (£000s)

Work Package	Previous forecast	Current forecast	Variance	Comments
Design Services under SDS	0	0	0	
Overall Value Main Works ( Unallocated )	3,187	3,187	0	
Section 1 Newhaven Road to Haymarket	1,246	1,377	130	
Section 2 Haymarket Corridor	65	68	3	
Section 3 Haymarket to Granton Sq	1,255	1,255	(0)	
Section 3 1B deduction	(859)	(859)	0	
Section 4 Granton Sq to Newhaven Rd	0	0	0	
Section 5 Roseburn Junction to Gogar	824	825	1	
Section 6 Gogar Depot	236	234	(2)	
Section 7 Gogar to Edinburgh Airport	246	218	(27)	
Section 8 Ingliston West / Newbridge	0	0	0	
MUDFA / Utilities	205	205	0	
Site Investigation under SDS	0	0	0	
<b>Total SDS</b>	<b>6,415</b>	<b>6,520</b>	<b>104</b>	

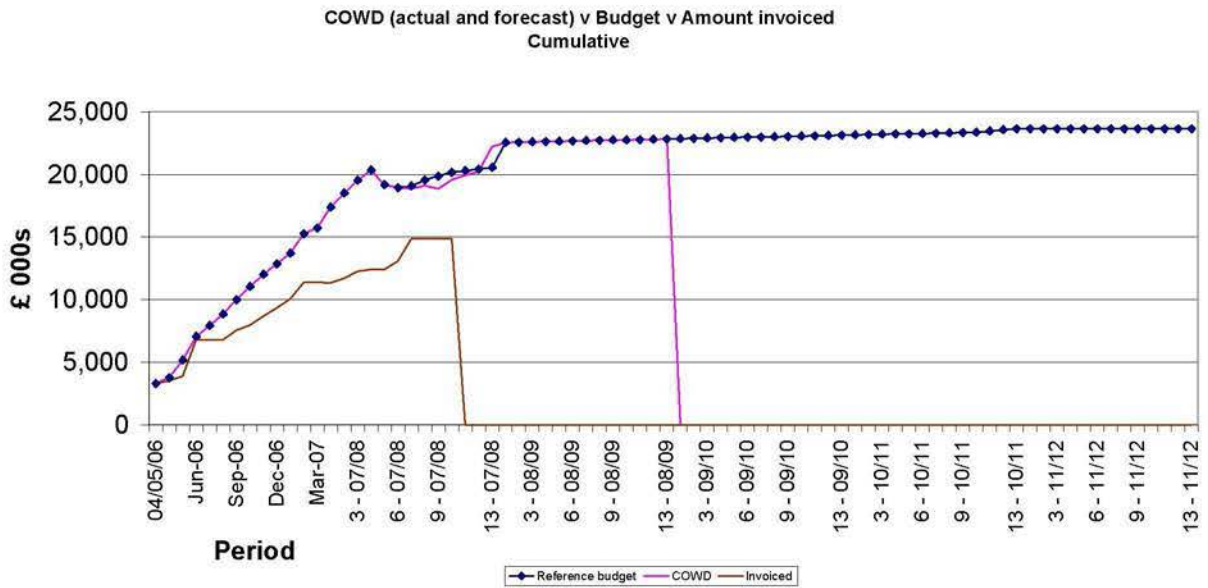
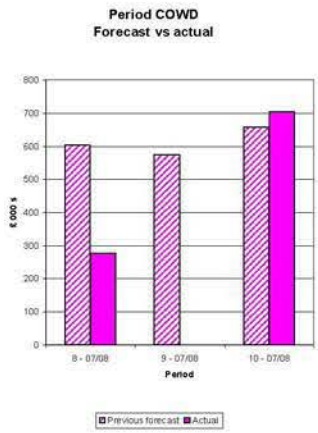
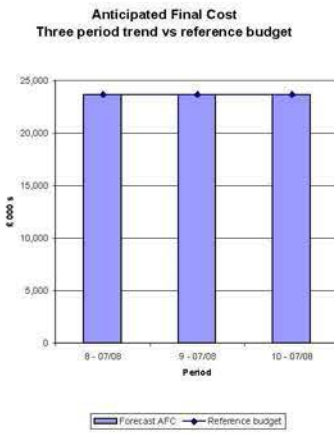
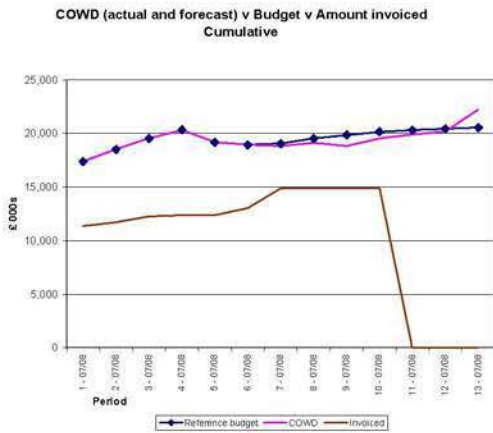
Project Anticipated Final Cost (£000s)

Work Package	Reference budget	Current forecast	Variance	Comments
Design Services under SDS	11,666	11,666	0	
Overall Value Main Works ( Unallocated )	4,087	4,087	0	
Section 1 Newhaven Road to Haymarket	2,911	2,910	(1)	
Section 2 Haymarket Corridor	241	244	3	
Section 3 Haymarket to Granton Sq	2,172	2,172	0	
Section 3 1B deduction	(1,859)	(1,859)	0	
Section 4 Granton Sq to Newhaven Rd	0	0	0	
Section 5 Roseburn Junction to Gogar	1,455	1,455	(1)	
Section 6 Gogar Depot	330	330	0	
Section 7 Gogar to Edinburgh Airport	487	486	(1)	
Section 8 Ingliston West / Newbridge	0	0	0	
MUDFA / Utilities	553	553	0	
Site Investigation under SDS	1,640	1,640	0	
<b>Total SDS</b>	<b>23,683</b>	<b>23,683</b>	<b>0</b>	

Project Anticipated Final Cost (£000s)

Work Package	Previous forecast	Current forecast	Variance	Comments
Design Services under SDS	11,666	11,666	0	
Overall Value Main Works ( Unallocated )	4,087	4,087	0	
Section 1 Newhaven Road to Haymarket	2,910	2,910	0	
Section 2 Haymarket Corridor	241	244	3	
Section 3 Haymarket to Granton Sq	2,172	2,172	(0)	
Section 3 1B deduction	(1,859)	(1,859)	0	
Section 4 Granton Sq to Newhaven Rd	0	0	0	
Section 5 Roseburn Junction to Gogar	1,455	1,455	0	
Section 6 Gogar Depot	333	330	(3)	
Section 7 Gogar to Edinburgh Airport	485	486	1	
Section 8 Ingliston West / Newbridge	0	0	0	
MUDFA / Utilities	553	553	0	
Site Investigation under SDS	1,640	1,640	0	
<b>Total SDS</b>	<b>23,683</b>	<b>23,683</b>	<b>0</b>	

	Previous period	Current forecast	End 07/08	Comments
TSS allocation				









# 1B PROJECT MANAGERS REPORT

Period: **10**  
Year: **07/08**

Project Number: **T04.01**  
Project Title: **SDS**

## PROJECT DETAILS

Project Manager: **Tony Glazebrook**      Line Manager: **Matthew Crosse**      Contract Value:

### Cost of Work Done - Cumulative (£000s)

Work Package	Period 10 - 07/08		Variance	Comments
	Previous forecast	Actual		
Design Services under SDS	0	0	0	
Overall Value Main Works ( Unallocated )	268	268	0	
Section 1 Newhaven Road to Haymarket	0	0	0	
Section 2 Haymarket Corridor	0	0	0	
Section 3 Haymarket to Granton Sq	0	0	0	
Section 3 1B deduction	1,859	1,859	0	
Section 4 Granton Sq to Newhaven Rd	0	0	0	
Section 5 Roseburn Junction to Gogar	0	0	0	
Section 6 Gogar Depot	0	0	0	
Section 7 Gogar to Edinburgh Airport	0	0	0	
Section 8 Ingliston West / Newbridge	0	0	0	
Site Investigation under SDS	0	0	0	
<b>Total SDS</b>	<b>2,127</b>	<b>2,127</b>	<b>0</b>	

### 07/08 forecast outturn (£000s)

Work Package	Previous forecast	Current forecast	Variance	Comments
Design Services under SDS	0	0	0	
Overall Value Main Works ( Unallocated )	1,104	1,104	0	
Section 1 Newhaven Road to Haymarket	0	0	0	
Section 2 Haymarket Corridor	0	0	0	
Section 3 Haymarket to Granton Sq	0	0	0	
Section 3 1B deduction	859	859	0	
Section 4 Granton Sq to Newhaven Rd	0	0	0	
Section 5 Roseburn Junction to Gogar	0	0	0	
Section 6 Gogar Depot	0	0	0	
Section 7 Gogar to Edinburgh Airport	0	0	0	
Section 8 Ingliston West / Newbridge	0	0	0	
Site Investigation under SDS	0	0	0	
<b>Total SDS</b>	<b>1,963</b>	<b>1,963</b>	<b>0</b>	

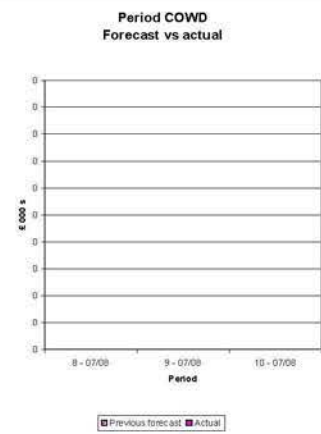
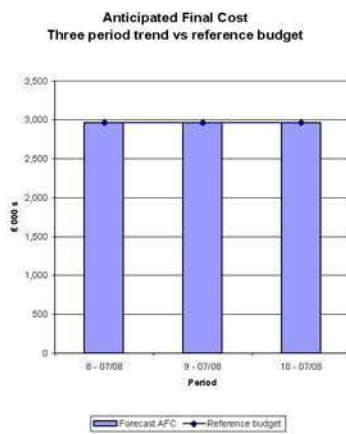
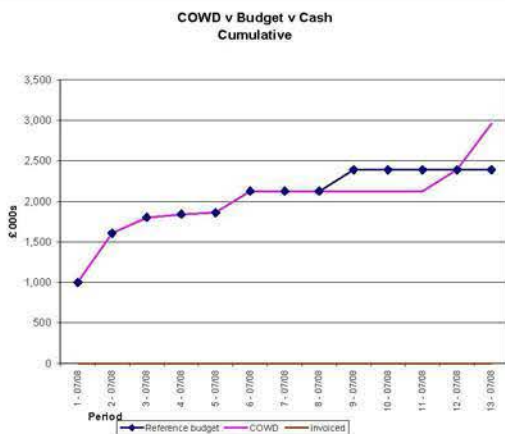
### Project Anticipated Final Cost (£000s)

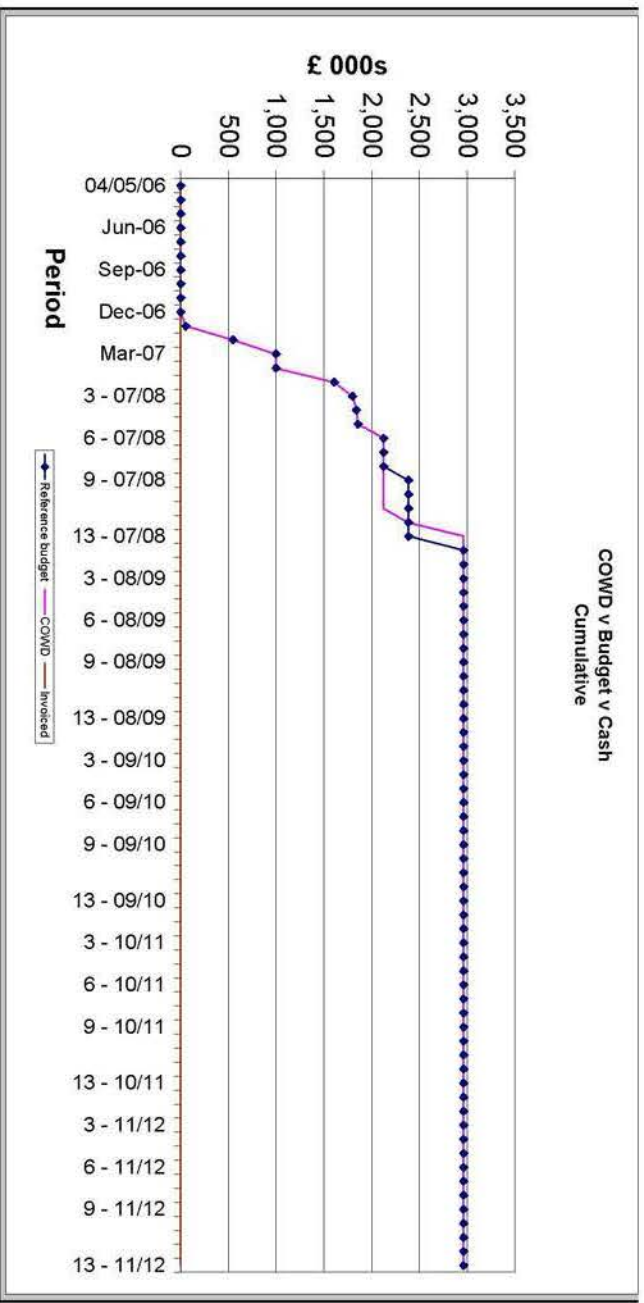
Work Package	Reference budget	Current forecast	Variance	Comments
Design Services under SDS	0	0	0	
Overall Value Main Works ( Unallocated )	1,104	1,104	0	
Section 1 Newhaven Road to Haymarket	0	0	0	
Section 2 Haymarket Corridor	0	0	0	
Section 3 Haymarket to Granton Sq	0	0	0	
Section 3 1B deduction	1,859	1,859	0	
Section 4 Granton Sq to Newhaven Rd	0	0	0	
Section 5 Roseburn Junction to Gogar	0	0	0	
Section 6 Gogar Depot	0	0	0	
Section 7 Gogar to Edinburgh Airport	0	0	0	
Section 8 Ingliston West / Newbridge	0	0	0	
Site Investigation under SDS	0	0	0	
<b>Total SDS</b>	<b>2,963</b>	<b>2,963</b>	<b>0</b>	

### Project Anticipated Final Cost (£000s)

Work Package	Previous forecast	Current forecast	Variance	Comments
Design Services under SDS	0	0	0	
Overall Value Main Works ( Unallocated )	1,104	1,104	0	
Section 1 Newhaven Road to Haymarket	0	0	0	
Section 2 Haymarket Corridor	0	0	0	
Section 3 Haymarket to Granton Sq	0	0	0	
Section 3 1B deduction	1,859	1,859	0	
Section 4 Granton Sq to Newhaven Rd	0	0	0	
Section 5 Roseburn Junction to Gogar	0	0	0	
Section 6 Gogar Depot	0	0	0	
Section 7 Gogar to Edinburgh Airport	0	0	0	
Section 8 Ingliston West / Newbridge	0	0	0	
Site Investigation under SDS	0	0	0	
<b>Total SDS</b>	<b>2,963</b>	<b>2,963</b>	<b>0</b>	

TSS allocation	Previous period	Current forecast	End 07/08	Comments











## Project Manager Period Progress Report

<b>Project Manager: Damian Sharp</b>	<b>Project Title: SDS – T04.01-T04.02</b>	<b>Period: Ten</b>
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**Contract Value: circa £20m**

Activities in current Period		
No	Planned	Achieved / Status
1.	42 design packages finished	29 achieved – as expected in v22 of the programme
2.	1 critical high impact issues removed	SRU Heads of terms still unresolved and critical
3.	0 Sub-Section or Section Design Assured Packages delivered	0 delivered
4.	15 Prior approvals/planning applications submitted	tbc at meeting
5.	6 Technical approvals submitted	tbc at meeting

Activities in next Period		Change control				
No	Planned	Change description	Impact - £	Prog	Scope	status
1	design packages submitted to tie					
2	1 critical issue removed					
3	0 Sub-Section or Section Design Assured Packages delivered					
4	Prior approvals submitted					
5	Technical approvals submitted					

No	Key Issues and Concerns – General	Approval / Support required?
1.	Slippage between v22 of SDS programme on which construction programme based and v24 – causes clashes with construction programme	Programme meeting 9/1 to establish reasons, corrective action and residual problems
2.	Volume of work to conclude novation. Significant amount of detailed information still required from SDS and issues to be resolved by tie & CEC.	Resolution of remaining engineering / scope issues
3.	SRU heads of terms agreement with CEC to be finalised	CEC to instruct tie scope of measures to be included & associated budget



## Project Manager Period Progress Report

<b>Project Manager:</b> Damian Sharp	<b>Project Title:</b> SDS – T04.01-T04.02	<b>Period:</b> Ten
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	Key Issues and Concerns for Safety / Quality/ Safety tours	
1.		
2.		
3.		

Project Risks IDs – list the 5 most relevant to your workstream (owned by Project Manager)	
<b>Risk IDs</b>	279, 44, 52, 21, 914 – see detail on separate sheets – no change yet from previous PM reports

TSS resource requirement in the next three periods				
Name	Deliverable	Hours in next period	Hours in following period	Hours in following period
Ritchie Adam	Network Rail 3 <sup>rd</sup> party rep duties	40 hours	40 hours	40 hours

DLA requirement in the next period	
Deliverable	Approximate time required
Chris Horsley - further APA issues treatment followed by NR meeting and final updates	20 hours



### Project Manager Period Progress Report

Project Manager: Damian Sharp	Project Title: SDS – T04.01-T04.02	Period: Ten
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Project Opportunities – Top 5						
Opp ID	Opportunity Description	Potential impact				
		Cost Saving £'000	Programme impact	Scope impact	Date for realisation	Date last reviewed

**Business Folder:** TIE Ltd **Risk ID :** 44

**Area of Risk:** 2 PROCUREMENT CONSULTANT

**Event:** Late prior approval consents

**Owner:** T Glazebrook

**Risk Area (OB):** Environment > Permits, Consents & Approvals **Status:** Open

**Description**

**Effect:** Delay to programme with additional resource costs and delay to infraco. Impact upon risk balance.

**Cause:** SDS contractor does not deliver the required prior approval consents before novation

**Risk Rating:** 23.0 **Significance:** High

**Assessment Matrix** Edinburgh Tram

Model Notes	CAPEX Cost (£k)		Programme (Weeks)	
	Current	Planned Residual	Current	Planned Residual
	Catastrophic	NIL	Major	NIL
Min	900.00		4.00	
Expected	1800.00	0.00	8.00	0.00
Max	2700.00		12.00	

**Model Notes:** 3 Month delay assumed, max resource cost @ £1000k per month. Treatment includes preparation and implementation of programme for prior approvals and Traffic Management Plan.

**Probability:** Current Possible 50.00% Planned Residual NIL 0.00%

**Title:** monitor progress of AIPs with SDS

**Plan Owner:** T Glazebrook

**High Level Plan**

**Description**

**Fallback Plan**

**Description**

Title	Action Owner	Due
Integrate CEC into tie organisation/accomodation (office move)	T Glazebrook	04-Jun-2007
Hold fortnightly Roads Design Group	T Glazebrook	31-Dec-2007
Hold weekly CEC/SDS liaison meetings	T Glazebrook	31-Jul-2008
Tram Design Working Group	G Murray	31-Jul-2008
Informal consultation prior to statutory consultation	T Glazebrook	31-Jul-2008
Evaluation of prior approval programme	D Sharp	31-Oct-2008

**Caveat:** Undefined **Classification:** Undefined

**Business Folder:** TIE Ltd **Risk ID :** 279  
**Area of Risk:** 7.3 Infraco  
**Event:** Third party consents including Network Rail consent are denied or delayed  
**Owner:** T Glazebrook  
**Risk Area (OB):** Environment > Permits, Consents & Approvals **Status:** Open

**Description**

**Effect:** 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.

**Cause**

**Risk Rating:** 23.0 **Significance:** High

**Assessment Matrix** Edinburgh Tram

Model Notes	CAPEX Cost (£k)		Programme (Weeks)	
	Current	Planned Residual	Current	Planned Residual
	Catastrophic	NIL	Catastrophic	NIL
Expected	1250.00	0.00	16.25	0.00

**Model Notes** Where consents are denied the risk will be to programme and scope. Where there is a delay the risk is to programme.

**Probability:** Current Possible 50.00% Planned Residual NIL 0.00%

**Title** Obtain consents

**Plan Owner** T Glazebrook

**High Level Plan Description**

**Fallback Plan Description** Have clear and agreed plan with authorities giving consents by the required date

Title	Action Owner	Due
Identify fallback options	T Glazebrook	31-Aug-2007
CEC Planning - mock application by SDS	T Glazebrook	31-Dec-2007
Additional EMC modelling to give better info to NR	C Kerr	31-Dec-2007
Draft depot and station change proposals to NR	A Sim	31-Jan-2008
Obtain critical consents prior to financial close	T Glazebrook	31-Jul-2008
Engagement with third parties to discussed and obtain prior approvals to plans	T Glazebrook	31-Jul-2008

**Caveat:** Undefined **Classification:** Undefined

**Business Folder:** TIE Ltd **Risk ID :** 52  
**Area of Risk:** 7.3 Infraco  
**Event** Amendments to design scope from current baseline and functional specification.  
**Owner** T Glazebrook  
**Risk Area (OB)** Environment > Permits, Consents & Approvals **Status:** Open

**Description**

**Effect:** 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.

**Cause** 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).

**Risk Rating:** 22.0 **Significance:** High

**Assessment Matrix** Edinburgh Tram

Model Notes	CAPEX Cost (£k)		Programme (Weeks)	
	Current	Planned Residual	Current	Planned Residual
	NIL	NIL	Catastrophic	NIL
Min	0.00		16.25	
Expected	0.00	0.00	16.25	0.00
Max	0.00		16.25	

**Model Notes** CEC to buy-in to project scope and funding availability. Capex change will now be dealt with through Change Process therefore capex impact is NIL. Late changes will result in delay to programme.

**Probability:** Current Remote 20.00% Planned Residual NIL 0.00%

**Title** tie/CEC liason

**Plan Owner** D Sharp

**High Level Plan Description**

**Fallback Plan Description**

Title	Action Owner	Due
Weekly critical issues meeting	T Glazebrook	31-Jul-2008
Close working relationship with CEC and stakeholders	L Murphy	31-Jan-2011

**Caveat:** Undefined **Classification:** Undefined

**Business Folder:** TIE Ltd **Risk ID :** 173  
**Area of Risk:** 7.3 Infraco  
**Event:** Tramway runs through area of previously unidentified contamination and material requires to be removed and replaced (dig and dump).  
**Owner:** T Glazebrook  
**Risk Area (OB):** Environment > Site Characteristics **Status:** Open  
**Description:**  
**Effect:** Increase in costs to remove material to special and other tip.  
**Cause:** Uncertainty over extent of contaminated land on route  
**Risk Rating:** 21.0 **Significance:** High

**Assessment Matrix** Edinburgh Tram

Model Notes	CAPEX Cost (£k)		Programme (Weeks)	
	Current	Planned Residual	Current	Planned Residual
Catastrophic	NIL	NIL	NIL	NIL
Min	1368.00		0.00	
Expected		0.00		0.00
Max	8208.00		0.00	

**Model Notes**

Average depth of material assumed to be 4m over an area of 120x60m i.e. volume of material and consequently infill required is 28,800m<sup>3</sup>. Probability relates to the likelihood that all material will require to be removed - 0.05. Maximum impact is based on 20% material contaminated and required to be removed to a special tip and the remainder removed to a normal tip. Minimum impact based on 5% material contaminated and required to be removed to a special tip. Risk is uniform as information to surmise a most likely scenario is not available. NB. Impact prices not assessed yet and also to be correlated to SC93.

**Probability:** Current Improbable 2.50% Planned Residual NIL 0.00%

**Title:** tramway runs through potential contaminated land  
**Plan Owner:** T Glazebrook

**High Level Plan Description**

**Fallback Plan Description**

Title	Action Owner	Due
Issue containment and gi report to Infraco bidders	B Dawson	02-Mar-2007
tie to obtain ground investigation and contamination reports from SDS	A McGregor	30-Mar-2007

**Caveat:** Undefined **Classification:** Undefined

**Business Folder:** TIE Ltd **Risk ID :** 931  
**Area of Risk:** 7.3 Infraco  
**Event:** Unknown or abandoned assets impacts scope of Infraco work  
**Owner:** T Glazebrook  
**Risk Area (OB):** Client Specific > Poor Project Intelligence **Status:** Open

**Description**

**Effect:** Re-design and delay as investigation takes place and solution implemented; Increase in Capex cost as a result of additional works.

**Cause:** Utilities assets uncovered during construction that were not previously accounted for; unidentified abandoned utilities assets; known redundant utilities; unknown live utilities; unknown redundant utilities.

**Risk Rating:** 20.0 **Significance:** High

**Assessment Matrix** Edinburgh Tram

Model Notes	CAPEX Cost (£k)		Programme (Weeks)		Health & Safety (N/A)		Reputation (N/A)	
	Current	Planned Residual	Current	Planned Residual	Current	Planned Residual	Current	Planned Residual
	Major	NIL	NIL	NIL	NIL	NIL	Major	NIL
Min	500.00		0.00		0.00		4.00	
Expected		0.00		0.00		0.00		0.00
Max	1000.00		0.00		0.00		4.00	

**Model Notes:** Risk to be transferred to Infraco

**Probability:** Current Frequent 90.00% Planned Residual NIL 0.00%

**Title:** Detailed investigation and strategy development

**Plan Owner:** D Sharp

**High Level Plan Description**

**Fallback Plan Description**

Title	Action Owner	Due
GPR surveys in areas where there are likely to be services	T Glazebrook	01-Apr-2007
MUDFA trial holes to verify GPR surveys	P Douglas	31-Jan-2009

**Caveat:** Undefined **Classification:** Undefined



**Business Folder:** TIE Ltd **Risk ID :** 914  
**Area of Risk:** 7.2 MUDFA/Utilities  
**Event:** Statutory Utility Companies unable to meet design approval/acceptance turnaround time to meet programme  
**Owner:** T Glazebrook

**Risk Area (OB)** **Status:** Open

**Description**

**Effect:** Additional period required for design approval/acceptance turnaround

**Cause:** Required approval/acceptance turnaround time does not reflect SUC standard practice; SUCs do not have enough resource or process capability to achieve 20 day turnaround

**Risk Rating:** 20.0 **Significance:** High

**Assessment Matrix** Edinburgh Tram

Model Notes	CAPEX Cost (£k)		Programme (Weeks)	
	Current	Planned Residual	Current	Planned Residual
	Major	NIL	Major	NIL

Expected 880.00 0.00 8.00 0.00

**Model Notes** Probability varies from utility to utility.

**Probability:** Current Frequent 95.00% Planned Residual NIL 0.00%

**Title** SUC review periods

**Plan Owner** G Barclay

**High Level Plan Description**

**Fallback Plan Description**

Title	Action Owner	Due
SDS to obtain consent for design in accordance with programme requirements - SGN and Scottisk Power	M Blake	31-Dec-2007
SDS to obtain consent for design in accordance with programme requirements - Scottish Water and all Telecoms	I Clark	31-Dec-2007

**Caveat:** Undefined **Classification:** Undefined

**Business Folder:** TIE Ltd **Risk ID :** 271

**Area of Risk:** 5 PALIAMENTARY PROCESS/ APPROVALS

**Event** Failure to process prior approvals applications within 8 weeks

**Owner** T Glazebrook

**Risk Area (OB)** Client Specific > Inadequacy of Business Case **Status:** Open

**Description**

**Effect:** Delay and disruption to Infraco programme

**Cause** Inadequate quality of submission of approval. Partial submission of package. Programme compression. Lack of CEC resources.

**Risk Rating:** 19.0 **Significance:** High

**Assessment Matrix** Edinburgh Tram

Model Notes	CAPEX Cost (£k)		Programme (Weeks)	
	Current	Planned Residual	Current	Planned Residual
	Major	NIL	Major	NIL
Min	750.00		8.50	
Expected	750.00	0.00	8.50	0.00
Max	1000.00		8.50	

**Model Notes**

**Probability:** Current Probable 80.00% Planned Residual NIL 0.00%

**Title** Gain agreement to Inputs

**Plan Owner** T Craggs

**High Level Plan Description**

**Fallback Plan Description**

Title	Action Owner	Due
Finalise alignments and gain agreement from CEC	T Craggs	29-Dec-2006
Final agreement to be approved by Roads Authority, CEC Promoter, CEC in-house legal and tie	T Craggs	28-Feb-2007
Agree approvals submission arrangements with CEC to align with SDS design programme and procurement programme.	T Glazebrook	31-Mar-2008
Where appropriate increase case officer resource to cope with programme compression	D Fraser	28-Aug-2008
Assure the quality and timing of submissions	T Glazebrook	29-Aug-2008

**Caveat:** Undefined **Classification:** Undefined

**Business Folder:** TIE Ltd **Risk ID :** 932  
**Area of Risk:** 1.3.1 NR Immunisation Project  
**Event** SDS gives wrong or insufficient information to Network Rail  
**Owner** T Glazebrook

**Risk Area (OB)** **Status:** Open

**Description**

**Effect:** Network Rail design their works inappropriately for final Tram requirements; Network Rail are unable to complete their design in time to meet programme; Cost to change design; Delay during redesign; Final works are not suitable and consequently Tram cannot be commissioned to programme.

**Cause** Information handed over in draft format as part of continual design development; Downstream Tram design change that impacts on requirements; Zone of interference not defined adequately.

**Risk Rating:** 13.0 **Significance:** Medium

**Assessment Matrix** Edinburgh Tram

Model Notes	CAPEX Cost (£k)		Programme (Weeks)		Reputation (N/A)	
	Current	Planned Residual	Current	Planned Residual	Current	Planned Residual
	Moderate	NIL	Major	NIL	Minor	NIL
Min	100.00		4.00		2.00	
Expected	300.00	0.00	8.50	0.00	2.00	0.00
Max	500.00		13.00		2.00	

**Model Notes**

**Probability:** Current Improbable 5.00% Planned Residual NIL 0.00%

**Title** Design, approval and information transfer process

**Plan Owner** T Glazebrook

**High Level Plan**

**Description**

**Fallback Plan**

**Description**

Title	Action Owner	Due
Ensure SDS design check and approvals process is in place and implemented	T Glazebrook	30-Mar-2007
Ensure programme is established with suitable milestones and float/contingency	C Kerr	29-Jun-2007
Review design liabilities	S Bell	30-Jun-2007
Ensure Tram Design Development proceeds to required programme	T Glazebrook	31-Dec-2007
If necessary, Network Rail to develop works using conservative assumptions	C Kerr	31-Dec-2007
tie/TSS to undertake assurance review as necessary	C Kerr	30-Oct-2009
Undertake regular liaison during Immunisation Works design development (attend progress meetings with NR contractor)	T Glazebrook	30-Oct-2009

**Caveat:** Undefined **Classification:** Undefined