



For The Attention of Martin Foerder
Project Director
Bilfinger Berger Siemens CAF Consortium
9 Lochside Avenue
Edinburgh
EH12 9DJ

Our Ref: INF CORR
1696/FMcF

Date: 22nd June 2009

Dear Sirs,

**Edinburgh Tram Network – Infraco
Infraco Progress Meeting**

Please find attached herewith Minutes of Progress Meeting held on 19th May 2009 as agreed by **tie**/BSC representatives for your information/action as required.

In addition, we enclose **tie's** comments on Progress Report No 2-2 as well as an updated Organogram as requested.

Yours faithfully


Steven Bell
Project Director – Edinburgh Tram

delivering transport projects

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Minutes: Infraco Progress Meeting
Date: 19 May 2009
Time: 1300 – 15.30
Venue: Training Room, 1st Floor Edinburgh Park

Attendees:	Frank McFadden	FM	tie	Martin Foerder	MF	BSC
	Robert Bell	RB	tie	Colin Brady	CB	BSC
	Tom Hickman	TH	tie	Kevin Russell	KR	BSC
	Bob Cummins	BC	tie	Jim Donaldson	JD	BSC
	Colin Neil	CN	tie	Stefan Rotthaus	SR	BSC
	Hazel Kennedy	HK	tie	Jim Cowie	JC	BSC
	(mins)			Roland Brueckmann	RBr	BSC
				Miguel Berrozpe	MB	BSC
				Jim Noblett	JN	BSC
				Douglas Ross	DR	BSC
				Michael Wilken	MW	BSC
				Mathias Hecht	MH	BSC
				Jason Chandler	JC	SDS
				Scott Ney	SN	SDS
				David Steel	DS	CAF
Apologies:	Steven Bell	SB	tie	Alfred Brandenburger	AB	BSC
	Susan Clark	SC	tie	Alan Dolan	AD	SDS
	Dennis Murray	DM	tie	Alejandro Urriza	AU	CAF
	Tony Glazebrook	TG	tie			
	Colin Kerr	CK	tie			
	Tom Hickman	TH	tie			
	Alastair Richards	AR	TEL			

1.0	Welcome and Introductions	
1.1	FMF welcomed everyone to the meeting.	Note
2.0	Agreement / Corrections of previous minutes	
2.1	Previous minutes agreed by all parties, however KR requested that tie comments are referenced as per Period No. The correct spelling of David Steele name to be entered onto minutes.	HK
3.0	Progress Report - HSQE	
3.1	JN to remove non Infraco Near Misses/Unsafe Conditions recorded by Infraco from Safety Report for next period.	JN
3.2	JN advised that a seminar would be held on 23 rd June 09 on Behavioural Safety, all contractors have been notified accordingly.	Note

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3.0	Progress Report - HSQE	
3.3	JN stated that Balfour Beatty is still gaining access to NWR's land at Carrick Knowe. Balfour Beatty are removing NWR boundary fence leaving location unsecure, RB currently in discussions with Balfour Beatty re Permit to Commence Work, issue been escalated to NWR.	Note
3.4	JN to remove Princes Street service damage from report,	JN
3.5	FMcF asked when tie would receive the Construction Environment Management Plan, which is currently under review. JN advised that tie would receive this document within the next 2 -3 weeks.	Note
3.6	BSC now has begun bi-weekly reporting entitled 'Quality Surveillance Checklist & Report' which will provide details of Sub-Contractor performances and these reports will replace the previously scheduled 'Construction Activities' Audits.	DR
3.7	JN to provide visibility on forthcoming OCHS meeting and outcome of same.	JN
3.8	H&S Management Meeting to be arranged re Plant competence issue at Gogar Depot.	CN
4.0	Progress Report - Programme	
4.1	Section 1A being rescheduled to suit design changes – discussions to take place in due course.	Note
4.2	Leith Walk – a revised Traffic Management Scheme is currently under review by the TMRP. An initial programme appraisal indicates a reduction in the period of disruption on Leith Walk. Unofficial copy to be provided Thursday 20 th May 09	Note
4.3	Princes Street- South St Andrews St has been put back to 30 th May 09.	Note
4.4	Haymarket – Tom Hickman to arrange meeting week commencing 25 th May 09 to allow further discussion.	TH
4.5	Entitlement Programme – tie to respond by Friday 22 nd May 09	TH
5.0	Progress Report - Design and Consents	
5.1	SR/RB to meet and discuss reporting against IFC drawings or packages to allow resolution.	SR/RB
5.2	<p>Extended Construction Support: - SR advised that a revised Organisation Chart along with roles of responsibility is currently being developed, however it should be noted that concern was raised that the previous organisation had still not been agreed by tie. Full discussion was undertaken re tie's request re what tasks each individual would be undertaking within a 4 week period, FMcF acknowledged that sometimes an individual would do more or less within a particular week. However, should an employee have insufficient work then they should be utilised elsewhere or offered to tie to complete alternative work.</p> <p>MF stated that that he did not agree with tie's request as this was not part of the novation agreement and that it would be very difficult for this information to be provided due to change in diary commitments etc.</p>	Note

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5.0	Progress Report - Design and Consents	
5.2 (cont)	<p>FMcF acknowledged that changes in diary commitments can happen, however he would expect BSC to be able to provide this information for the staff concerned i.e. Supervisors or Inspectors.</p> <p>JC had provided an outline look ahead in support of the revised chart and will endeavour to provide the information as requested by tie. JC stated that there had been historical issues regarding timesheets, however these issues had now been resolved. tie to confirm if all historical issues have been agreed and closed out.</p> <p>BSC raised their concern that tie had withheld payment for the previous month, FMcF stated that he would look into the non payment issue, however he expressed his disappointment that BSC would not provide the information requested until payment had been made and reminded BSC that two ATR's had been approved in the period.</p>	<p>Note</p> <p>DC</p> <p>Note</p>
5.3	Construction Trackform Design and Road Construction design – Road Construction to be issued to CEC, Wednesday 20 th May 09, for validation which includes on street trackform. FMcF asked if BSC would be ready to commence laying track on Princes Street, CB advised that BSC would commence these works at their own risk if approval time had not been met. FMcF stated that tie would facilitate if required to ensure approval timescales are met where possible.	Note
5.5	SR advised that internal development workshops had been held, with proposed dates for BSC/tie workshops still to be confirmed.	SR
6.0	Progress Report - Procurement	
6.1	FMcF thanked JD for taking time to talk tie through BSC's strategy and agreements with their Supply Chain. FMcF stated that he was not in agreement with BSC's strategy.	Note
6.1	JD confirmed that McKeanes would deliver Sections 1A1 and 1A2, with section 1C2 being self delivered	Note
6.2	BSC are currently sourcing prices for beams and bearings for Tower Dock Bridge to maintain programme – beams currently located in Wales at present.	Note
7.0	Progress Report - Progress	
7.1	Crawley Tunnel added to programme for Section 1C/1D, it should be noted that BSC are now aware of 4 chambers within this location. JC advised they are currently finalising trackform including specialised slabs. Once finalised there should be no risk at this location.	Note
7.2	FMcF stated that BSC had 1100m between Haymarket and Russell Road where Grahams could be working. JD advised that BSC felt that it was not economical to commence these works until a resolution had been achieved for Russell Road. FMcF advised that this was unacceptable to tie.	Note

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7.0	Progress Report – Progress (cont)	
7.3	FMcF asked JD why two major failures had not been reported within the report (1) failure to achieve Form 'C' and (2) licence to work within air path at Edinburgh Bridge. JD advised that the first incident was missed from the report in error and the 2 nd incident is under investigation.	Note
7.0	Progress Report – Progress (cont)	
7.4	Combined programme for Phase 1 and 2 for Gogar Underpass was received by tie.	Note
8.0	Progress Report – Issues and Concerns	
8.1	Forum to be aware that these issues/concerns could stop progress over the next 4 -6 weeks if not resolved timeously.	All
8.2	6 th paragraph under Section 5C to be disregarded – “No drainage consents” as this had been achieved.	Note
8.3	BSC to distinguish between what it Utilities work is being undertaken by Carillion and what Utilities work is being undertaken by BSC following transfer of works.	JD
9.0	Progress Report – E and M	
9.1	MB advised that Siemens intends to postpone procurement of orders without jeopardising the Programme. MB clarifies that this is not to be interpreted as concurrent delay, but as a prudent management measure to mitigate monetary impact from the current project delay situation. To the extent possible and taking into account delivery times, orders will be managed by Siemens so that all equipment and materials will still be timely on the site, but, without unnecessarily incurring into long term storage at Edinburgh.	Note
9.2	MB to review comment re Employers Requirements – RB advised that he had spoken to John Newton and agreed wording prior to correspondence being issued.	MB
9.3	Vibration field survey results at the locations of the first 2 “sensitive receivers” (St John’s Church, Scottish Academy) to be formally submitted to tie by 3 rd June 09. Results for Playhouse Theatre will also be submitted on the same day if possible, or, shortly after.	Note
9.4	OLE detailed design currently not available for Guided Bus way. BSC clarifies that drainage, OLE poles and ducts require to be completed prior to the track installation.	Note
10.0	Progress Report - Tramco	
10.1	Meeting to be arranged between CAF, Siemens, and tie re bus tracker.	RB
10.2	CAF delivering to programme.	Note
11.0	Progress Report- System Integration	
11.1	Updated document re Stray Current to be presented at Stray Current Working Party Meeting.	MW

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11.0	Progress Report- System Integration	
11.2	Update on Hazard Meeting to be provided	MW
11.3	MW to provide letter detailing immunisation strategy.	MW
11.4	In agreement with tie, Design Assurance Statements format has been simplified and will be issued end of May 09. Design Assurance Statements for 1B/1D to be issued by Friday 22 nd May 09.	
12.0	Progress Report - Commercial	
12.1	<p>KR advised that to date 51 tie Change Orders have been issued, however there is no agreement to some Estimates where BSC feel tie have unilaterally modified the Estimate and issued a tie Change Order. MP stated that as previously agreed tie had issued Changes Orders where agreement had been reached with respect to the valuation of the works to be carried out but the determination and valuation of any additional Prelim costs due had not been agreed.</p> <p>MP advised that once agreement had been reached on the method of calculating any additional Preliminary costs due tie would undertake to re-visit and amend where applicable.</p>	Note
12.0	Progress Report - Commercial	
12.2	<p>KR stated that BSC had submitted 120 Estimates, with only 51 Change Orders being received from tie. FMCF advised that tie had brought in additional resource to deal with this issue, however the quality of submission from BSC has led to delay in resolution.</p> <p>MP agreed that only 51 Change Orders had been issued, however it should be noted that not all Estimates submitted by BSC would result in a Change Order being issued.</p> <p>MP confirmed that 280 Estimates remained outstanding from BSC, some for a considerable time.</p> <p>Estimate for Gogarburn Bridge returned Friday 15th May; Estimates for Russell Road and Carrick knowe were still to be returned at time of meeting (19.05.09).</p>	Note
12.3	KR advised that tie had not agreed to any extension of time corresponding to the SDS provider, MP refuted this allegation and requested examples from KR. KR stated that he would address accuracy of this statement.	Note
12.4	KR advised that BSC are awaiting tie to instruct SDS on design issues e.g. Gogar tram stop) tie to review informal copy of document and advise KR prior to document being formally issued.	
12.5	RB advised that some Estimates state 'Design only' but does not include Siemens Estimate e.g. New Ingliston. Mechanism now in place to ensure Estimates includes all elements.	Note

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13.0	Resources	
13.1	MF requested that an updated Organisation Chart for tie be appended to the minutes for information.	HK
14.0	AOB	
	Nil	
15.0	Next meeting	
15.1	The next meeting will take place 16 th June at 13.00 at Edinburgh Park	

Prepared by Hazel Kennedy

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Comments on Infraco Progress Report No 2-2

Item No	Section	BSC Comments	Comments
1	Executive Summary – last paragraph	Virtually all construction works are impacted by external issues, which require resolution through the change process of the contract.	<p>Not true – some items may require a change, but many of the issues can be resolved by BSC, e.g. Grahams were due to start on 2A on 05 Jan 2009; however, they still have not turned up. BSC report states they are still doing final negotiations with Graham's! Verity House access started w/c 23/02/09, should have commenced January 2009. Verity House Access was programmed to take 6 weeks, however it is still not complete as of 18/05/09.</p> <p>Contractor for Carrick Knowe Bridge still not in place. Bridge beams for Carrick Knowe now due for delivery September 2009 [11 months late]. BSC refusing to progress works at Carrick Knowe Bridge until the alleged Changes are agreed.</p> <p>Delivery & installation of the bridge beams for Edinburgh Park commenced 08 April 2009 – these beams should have been installed at Christmas 2008.</p> <p>Russell Road Bridge works now delayed to late May 2009 due BSC/Graham's changing the temporary works support to the railway embankment from sheet piles to soil nails. Trial soil nails were due to commence early April 2009, however no WPP has been submitted to date. BSc advised 09 April 09 that they want a Change agreed for the soil nails before proceeding – no Estimate received as of 18/05/09.</p> <p>BSC currently redesigning the retaining walls at Murrayfield & Baird Drive to reduce the extent of the temporary works, therefore not in a position to start these structures.</p>
2.1.2	5 Near Misses /Unsafe Conditions. 4 Incidents recorded	Refer to report	BSC should not be reporting other tram incident in their report. BSC are reporting cables strikes from previous periods. tie have only received 2 incidents relating to cable strikes in the period.
2.1.2	5 Near Misses /Unsafe Conditions. 4 Incidents recorded	Contractor working at Murrayfield on 5 April 2009 out with COCP relaxation.	Irrelevant – The Souters Sports Murrayfield Pitch Reconstruction project is not part of tram project so should not be reported by BSC.

Item No	Section	BSC Comments	Comments
2.2.1	Environment	Construction Environmental Management Plan under review by an external provider to incorporate the Site Specific Environmental Management Plan, Waste Management Plan and the Environmental Mitigation and Management Plan.	Initial layout agreed between J Noblett BSC and S Smith tie. Plan will be agreed between parties throughout the review process in order to reduce the time taken to issue/amend.
2.4	Quality	None	No mention of Gogarburn Bridge concrete test failures and remedial works.
2.4.1.	Quality Management System	The 'BSC Document Deliverables Tracking Register (Submittal Programme)' was submitted to tie on 5 May 2009.	Submittal programme currently being reviewed. Response to BSC's queries to be collated.
2.4.1.	Quality Management System	11 No ITPs were submitted to tie on 22 April 2009 for acceptance.	S Smith not aware that ITP's were received, to check correspondence with document control. ITP for track installation formally requested.
3.2	Lookahead Programme		No mention of revised A8 sequencing to combine Phases 1&2 and save 6-8 weeks on the overall duration.
4.1.1.1	All	List of items with CEC for Prior Approval / Planning Permission	List includes JB McLean and Cathedral Lane Toilet Block which have necessary planning permissions – they are with CEC for building warrants
4.1.1.1	All	List of items with CEC for Technical Approval	Agree list although CEC has now approved Balgreen Road NR Access Bridge. SDS now awaiting NR final approval of that structure.
4.1.1.1	All	102 out of 122 Technical Approval packages approved, 17 with CEC & 3 being prepared	Not consistent with previous list of items with CEC for Technical Approval which only has 6 items – suspect the difference is close reports but BSC needs to report consistently
4.1.1.2	5A	Balgreen Road NR Access Bridge on target for IFC 15/5	Not IFC on 15/5 – awaiting final NR sign off

Item No	Section	BSC Comments	Comments
4.1.1.2	5A	Balgreen Road NR Access Bridge on target for IFC 15/5	Not IFC on 15/5 – awaiting final NR sign off
4.1.1.2	5A	Balgreen Road NR Access Bridge on target for IFC 15/5	Not IFC on 15/5 – awaiting final NR sign off
4.1.1.2	5A	Balgreen Road NR Access Bridge on target for IFC 15/5	Not IFC on 15/5 – awaiting final NR sign off
4.1.1.3	Issues and Concerns	NIL BSC are awaiting tie instruction	Design Estimate has been agreed.
4.1.1.3	Issues and Concerns	Setion 7A Airport Changes: Awaiting tie instruction for INTC 275 and 277	INTC 275 and 277 Design estimates agreed by tie.
4.1.1.3	Issues and Concerns	RBS Tramstop:	Critical to design close out. Tie awaiting RBS preferred contractors for stonework and glazing to allow costs to be compared and agreed.
4.1.1.3	Issues and Concerns	None	<p>BSC make no mention of the following:</p> <p>1) Section 7: Earthworks specification revision has called for additional SI to confirm SDS design for surcharge at Gogar Landfill. I issued email to BSC highlighting this as a BSC (SDS) responsibility and BSC (SDS) have replied challenging. We need to resolve with them at the meeting as this is available to commence now. It is also worth asking why we are doing SI at this late stage and does it reflect a fundamental concern with the design. I will forward previous correspondence.</p> <p>2) Section 7 OGL: SDS have admitted at progress meeting that they are reviewing design track levels to lower them to accommodate topographical survey error. Actual OGL lower than SDS have designed for. This is fine however we need the design produced urgently to allow earthworks to progress in this area. Area of low OGL Gogar Farm Road to Culvert 1. Length of affected track alignment unknown.</p> <p>3) General: BSC (SDS) response time to BDDI to IFC design queries by tie to allow resolution of critical change issues is unacceptable. Issues include Gogarburn Bridge (8 weeks to obtain necessary information), Gogar burn Culverts no info received to date. Gogar Depot: Structural Steelwork and Foundation Slabs no info received to date.</p>

Item No	Section	BSC Comments	Comments
4.1.2.1	Procurement - Subcontractors	Sections 2A & 5A [part] – Final Negotiations are proceeding to conclude a subcontractor order.	Are Grahams still doing these works? Graham's should have started 05/01/09. There are several areas where Graham's could be working now – Haymarket Viaduct, Haymarket Yards – track works, Russell Road Bridge, Russell Road retaining walls, Murrayfield pitches retaining walls, Murrayfield Underpass.
4.1.2.1	Procurement - Subcontractors	Section 5A [Part], 5B & 5C [part] – Dunne, Expanded and Farrans have provided competitive lump sum fixed price quotations for the balance of the structures.	The subcontractor should be on site now. The report makes no mention of Geddes – are they still doing the earthworks at Carrick Knowe? Geddes should be on site now as well.
4.1.2.1	Sub-contractors – Section 1C	BSc are concluding terms with Mackenzie over Section 1C3 (Castle st – Waverley Bridge)	50% of this are is currently being worked by Crummuck – don't understand BSC's statement!
4.1.4	Long Lead Procurement Management		No mention of Depot cladding 26 week lead in and how this process is being managed.
4.1.5.6	Progress on site	Haymarket Station Viaduct – no activity during the period.	No activity as Graham's are not on site & BSC are still negotiating the contract with them – see subcontract section of the report. BSC have also stated that they will not start the work until the alleged Change at the structure is agreed. Late start [23/02/09] and now late completion [still not complete] of the verity House Access Road is also delaying re-start of work on the viaduct.
4.1.5.6	Progress on site	Haymarket to Roseburn Track work – No activity during the period.	BSC should have been getting on with this - however Graham's not on site. Estimate for alleged Change not submitted yet.
4.1.5.7	Section 5A Roseburn Jn to Balgreen Junction	Russell Road Bridge – No activities carried out during the period.	BSC stated 09/04/09 that BSC wanted the change from sheet piles to soil nails agreed as a Change before Graham's would progress the works. Start of works now delayed to late May 2009, due to BSC/Graham's changing the temporary works details. Estimate for Change not submitted as of 18/05/09.
4.1.5.7	Section 5A Roseburn Jn to Balgreen Junction	Russell Road Retaining Walls [W3 & W4] – 22 weeks behind programme.	Late demolition of buildings, Graham's late mobilising, no submission of Form C's. SDS redesigning W3B to remove the lateral loading on the brick sewer. Should be constructing the New Scotrail Car park and associated sections of the retaining wall.
4.1.5.7	Section 5A Roseburn Jn to Balgreen Junction	Murrayfield Stadium Retaining Wall	BSC should be re-designing the Roseburn St. Viaduct so that this retaining wall can be construction in advance of the viaduct.

Item No	Section	BSC Comments	Comments
4.1.5.7	Section 5A Roseburn Jn to Balgreen Junction	Murrayfield Stadium Underpass [S21C] - No activities carried out during the period.	Sewer Diversion is completed. Underpass structure is an in situ box culvert, BSC should be progressing this structure and design the adjacent retaining wall around the underpass. BSc stated 09/04/09 that they were looking at using soil nails to retain the sheet piles as they did not think they could achieve the design toe level due to the presence of boulder clay. Estimate for Change not submitted as of 18/05/09.
4.1.5.7	Section 5A Roseburn Jn to Balgreen Junction	Murrayfield Retaining Wall [S21D] – No activities carried out during the period.	Structure being redesigned by BSC/SDS. BSC [J. Rice] stated 09/04/09 that they were expecting a response from grahams in 2-3 weeks regarding proposals for ground treatment in this section. No WPP in place, Graham's not on site, 3 rd Party notification not in place. No update available from BSC on redesign as of 15/05/09. 3 month look ahead programme shows redesign due to be completed 12/06/09.
4.1.5.7	Section 5A Roseburn Jn to Balgreen Junction	Baird Drive Retaining Wall - No activities carried out during the period.	Redesign of the Baird Drive retaining wall should have been completed by Christmas 2008. BSC unable to advise on status of redesign as of w/e 15/05/09.
4.1.5.8	Section 5B Balgreen Road to Edinburgh Park Central	Carrick Knowe Bridge	Delay due to slow start by BSC, late Form C & WPP submissions, poor possession planning, missing the key disruptive possession in October 2008, plant break-downs at Christmas, non-use of New Year possession, lack of package contractor for the structure. BSC have also missed the March 2009 disruptive possession due to the above. BSC also refusing to progress the works until the alleged Change is agreed.
4.1.5.8	Section 5B Balgreen Road to Edinburgh Park Central	South Gyle Access Bridge to Edinburgh Park Bridge	Utility works completed in this section – BSC programme for track works awaited.
4.1.5.8	Section 5B Balgreen Road to Edinburgh Park Central	Edinburgh Park Bridge	Works delayed by late submission of Form C's for the bridge beam installation. Late casting/delivery of the bridge beams. Installation of the bridge beams commenced 08 April 09. Further delays due to BAA stopping works during weekend nightshift due to lack of crane permit.
4.1.5.8	Section 5B Balgreen Road to Edinburgh Park Central	Edinburgh Park Bridge to Edinburgh Park Central.	Utility diversions have been transferred to BSC – programme awaited.
4.1.5.9	Section 5C A8 Underpass	Currently 26 weeks behind Programme (Rev 1)	All the 26 week delay to date at A8 Underpass is a result of BSC issues. Current Issue Temporary Works piling in delay since 12/3/09 due to obstructions at 4.5m. No mention of combing phases 1&2 which tie and BSC PM have agreed due to overall programme flexibility and saving. Approx 8 weeks.

Item No	Section	BSC Comments	Comments
4.1.5.10	Section 6: Depot	4% progress	Approximately 80% of Depot footprint handed over to BSc on 13/4/09. Agreed with J Donaldson and B Bell. 800 water main into service 17/2/09 and existing main ready for decommissioning. Remaining Depot area handed over to BSC 8/5/09.
4.1.5.11	Section 7: Gogarburn to Edinburgh Airport	10% Progress	No mention of progress on Gogarburn bridge Pile cap, columns and capping beams completed. No mention of SEPA delays or BAA approvals required which are affecting progress to Culvert 1 and 3 and W14, W15 respectively.
	Issues and Concerns - Section 5A	<ol style="list-style-type: none"> 1. Temporary & permanent diversion of existing services in entrance to Scotrail depot has not been completed. 2. Japanese Knotweed – cannot confirm if it is dead. 3. Depot private utilities 	Utility diversions have been transferred to BSC. BSC to provide action plan for dealing with remaining knotweed. Depot private utilities have been transferred to BSC.
	Issues and Concerns - Section 5A	Murrayfield Tram Stop Retaining Wall - BDDI to IFC Change	Estimate awaited from BSC.
	Issues and Concerns - Section 5A	Murrayfield Underpass - BDDI to IFC Change	Estimate awaited from BSC.
	Issues and Concerns - Section 5A	Murrayfield Pitches Retaining Wall - BDDI to IFC Change	Estimate awaited from BSC.
	Issues and Concerns - Section 5A	Water of Leith Bridge - BDDI to IFC Change	Estimate awaited from BSC.
	Issues and Concerns - Section 5A	Balgreen Road Tram Bridge - BDDI to IFC Change	Estimate awaited from BSC.
	Issues and Concerns - Section 5A	Balgreen Road Access Bridge - BDDI to IFC Change	Estimate awaited from BSC.
	Issues and Concerns - Section 5B	Balgreen Road Retaining Wall - BDDI to IFC Change	Estimate awaited from BSC.
	Issues and Concerns - Section 5B	Track Work Edinburgh Park Bridge to Edinburgh Park Central - BDDI to IFC Change	Estimate awaited from BSC.
	Issues and Concerns – Section 5C	Gyle Tram Stop – BDDI to IFC Change	Estimate awaited from BSC.
	Issues and Concerns – Section 5C	No SW drainage consents	Contradicted by 4.1.1.2 which states SW approvals in place.

Item No	Section	BSC Comments	Comments
	Construction Progress Issues and Concerns		Various BDDI to IFC issues are raised which have been known by BSC some since contract award however late issue of Estimates is affecting progress on site. Also despite various requests BSC have not yet provided priority list.
4.2.4	DWE	Issues and Concerns	Bogie Turntable liability to be discussed with BSC/TEL A Richards. Remaining issues ie changing forklift, cancellation of ultrasonic cleaning bath and provision of compressed air less critical and well understood.
4.3.1	Trams	CAF consider the full definition of the bus tracker system outstanding	This has been raised in a number of previous reports. This is I understand to be supplied by TEL. CAF now reporting they have proceeded on the basis of incomplete information,
4.4.1.1	Earthing And Bonding	As per report	Integration of E&B Design with BB civils team and Siemens is poor with little understanding of priorities or scope.
6	Stakeholder and Third Party Issues	As per report	No mention of progress on BAA approvals.
	3 month Look Ahead Programme		Murrayfield Pitches Retaining Wall S21D, Water of Leith bridge and Baird Drive omitted from the programme.
	3 month Look Ahead Programme	South Gyle Access bridge to Edinburgh Park Station – Agreement of change	Agreement of change shown up to mid June – not aware of an Estimate for this.
	3 month Look Ahead Programme	Edinburgh Park Station to Edinburgh Park Central	Utility diversions omitted from the programme.

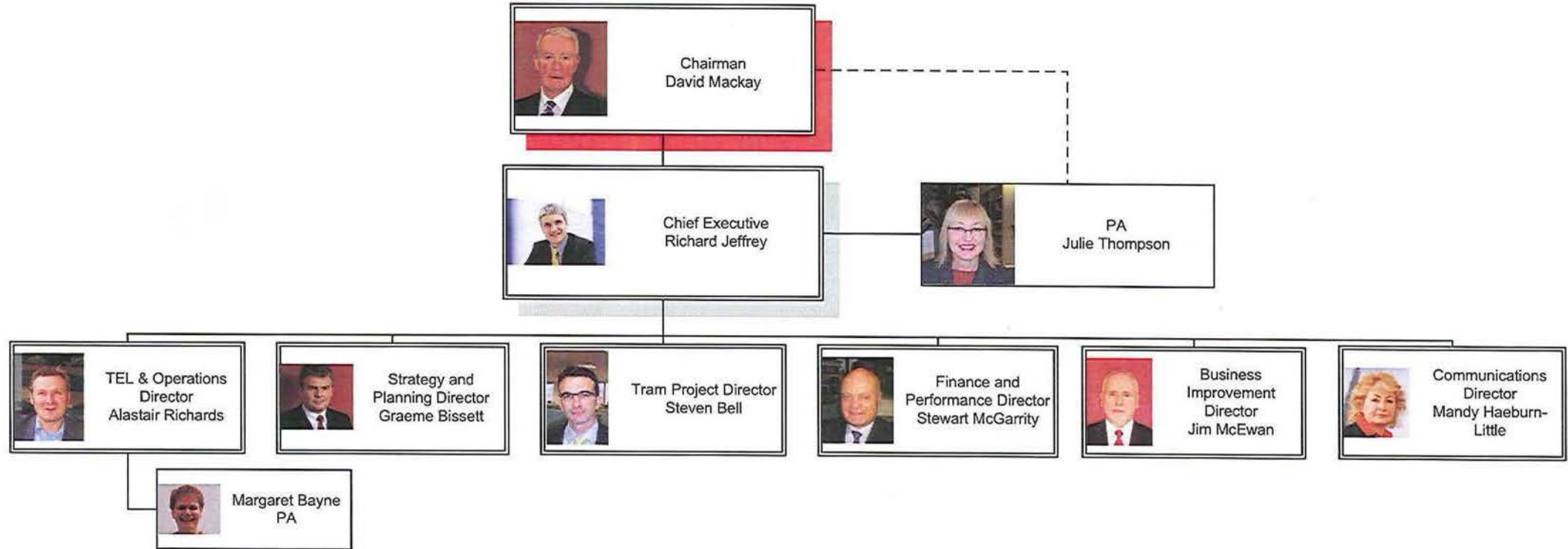


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05/06/2009



Directorate





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6/5/2009




Corporate Services



Communications Director
Mandy Haeburn-Little



PA
Alison Horsley



Information Manager
Howard Elwyn-Jones



Customer Services Delivery Manager
Gordon Christie

Communications Manager
Karen Wilson



Communications Manager
Caroline Weintz



Media and Public Affairs Manager
Mike Connelly



Communications Manager
Jen Johnston



Logistics Co-ordinator
Andrew McGowan



Project Interface Manager
Alf Orriel



External Relations Manager
Gill Arnot



Community Interface Manager
Catherine Gick



TCA Team Leader
Eddie Reid




Customer Services Supervisor
Thomas Wynn



Communications Assistant
Gavin Henderson




Communications Officer
Stewart Hardy




Tram Construction Advisor
Tom Reid



Customer Care Assistant
Mandy Nelson



Tram Construction Advisor
Jan Bradley



Tram Construction Advisor
Keith McCall



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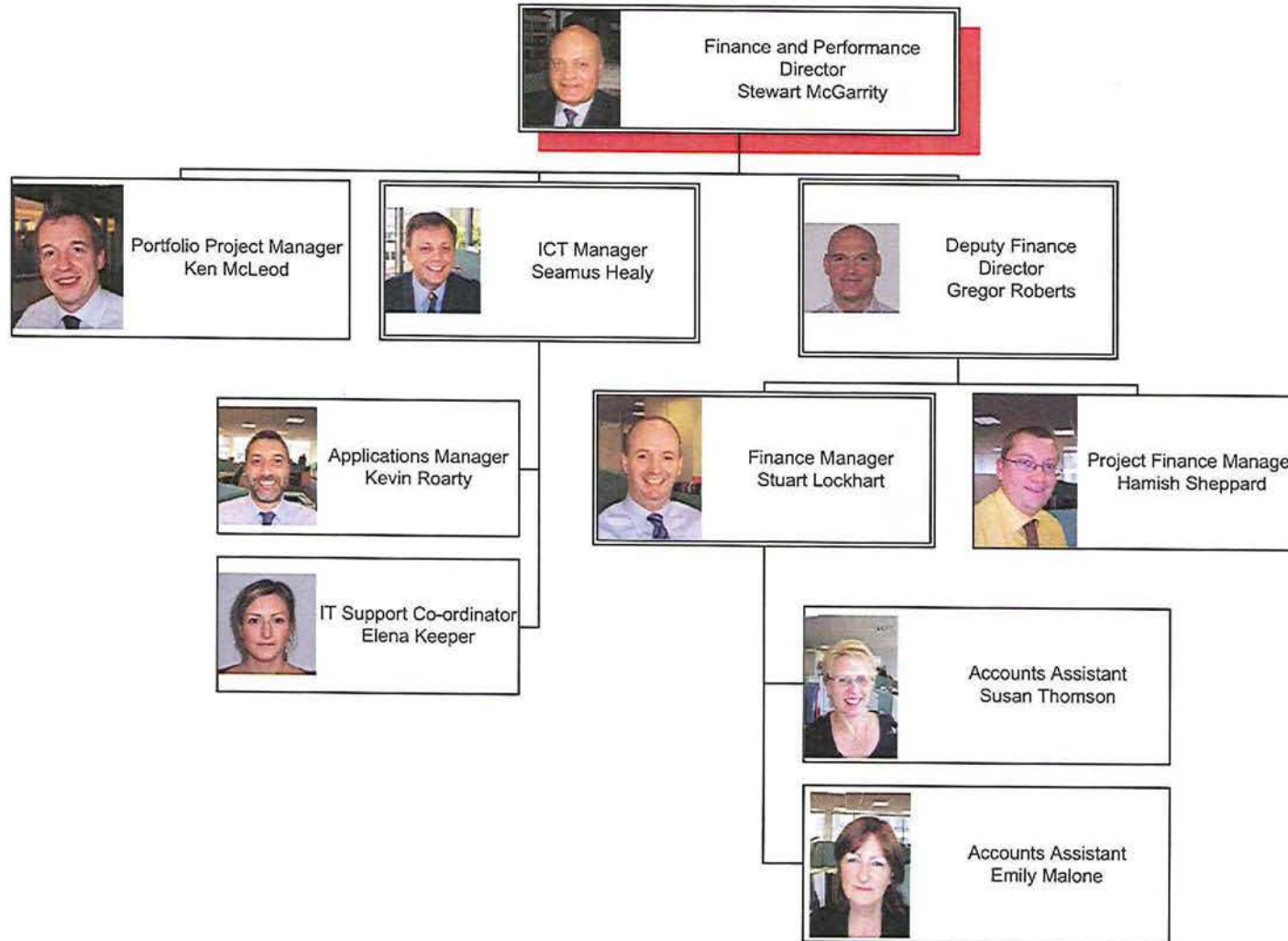


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Finance



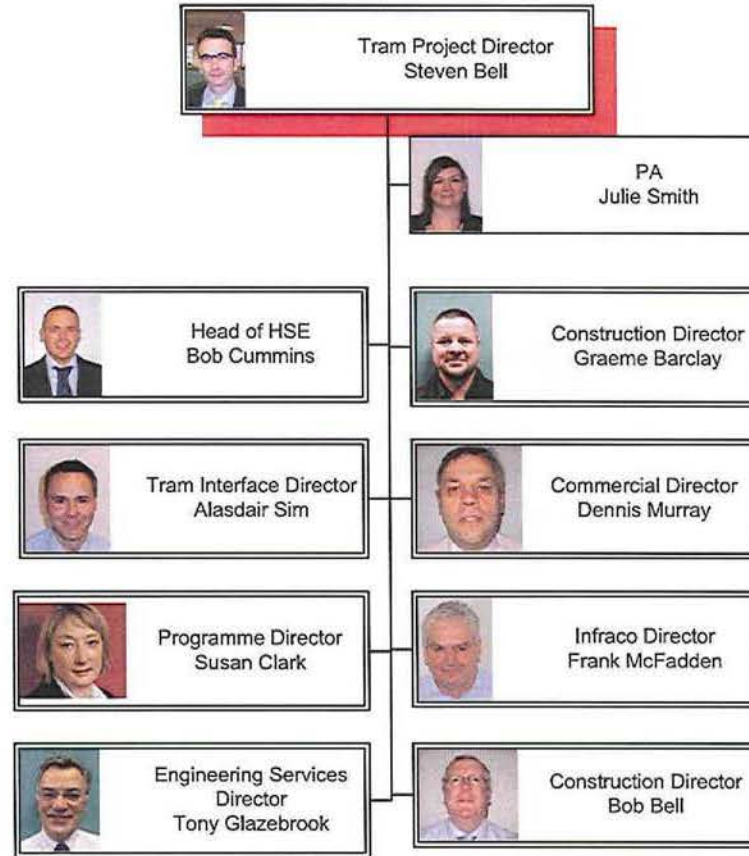


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Tram Project Leadership Team





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Project Interface



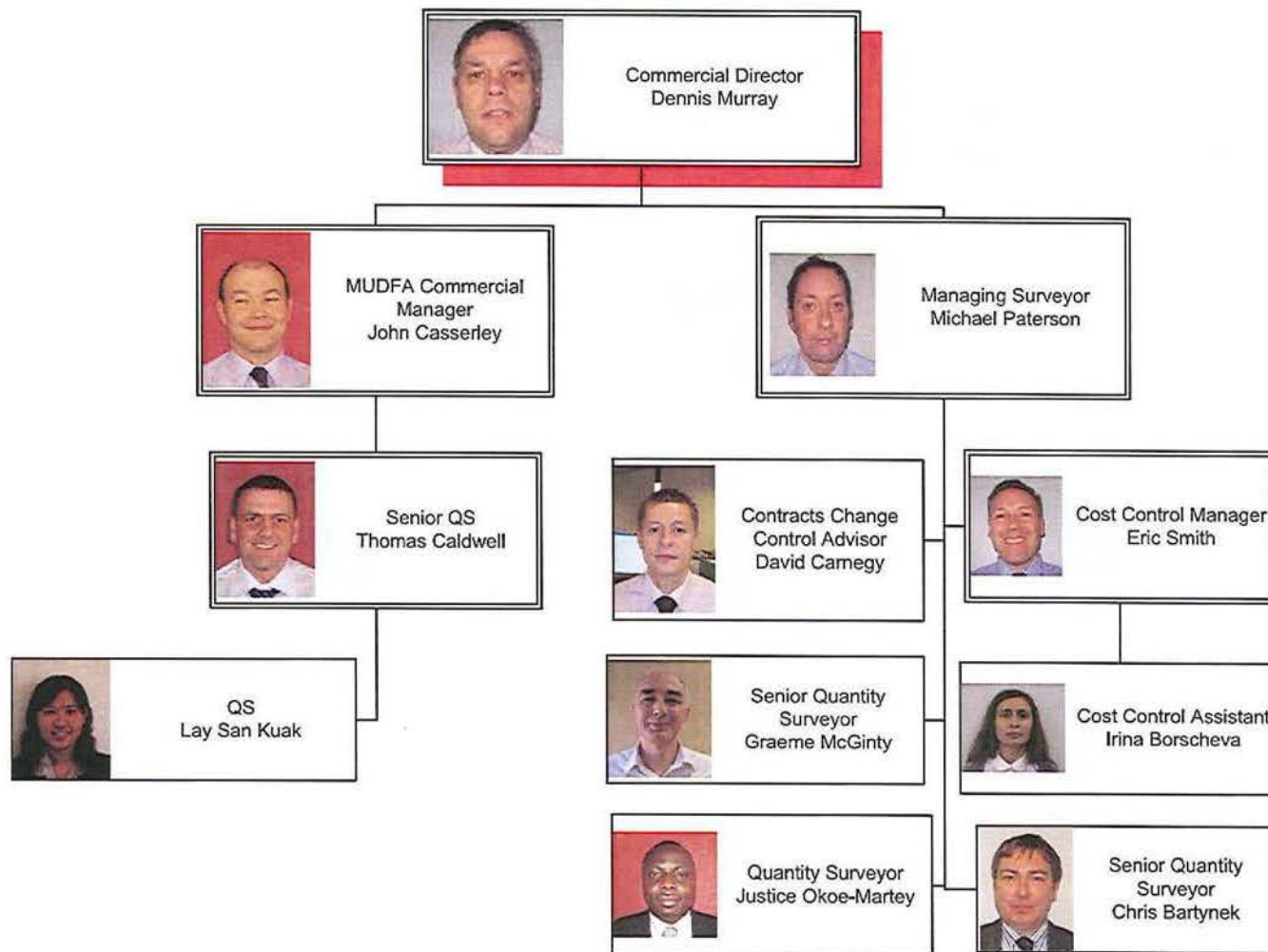


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Commercial



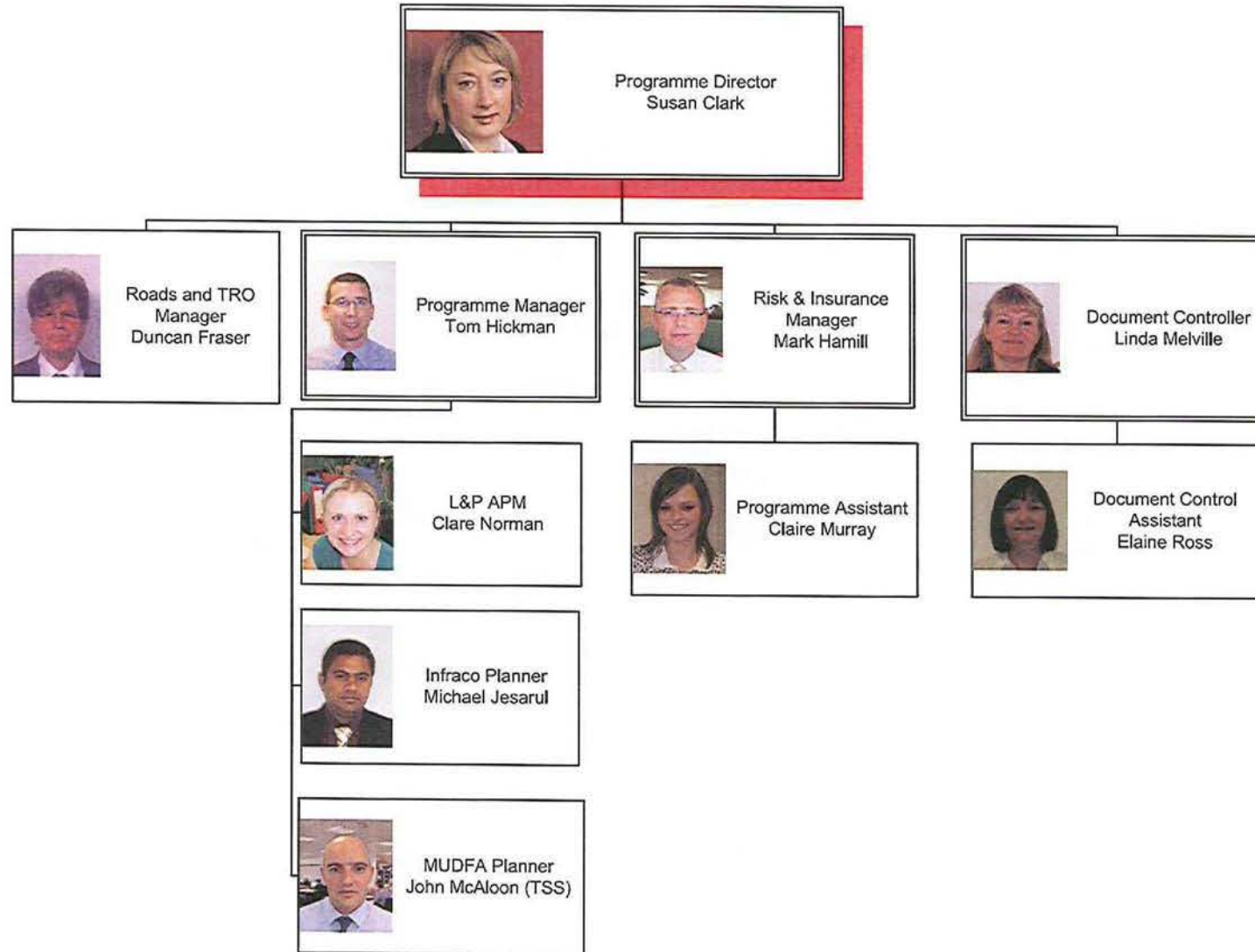


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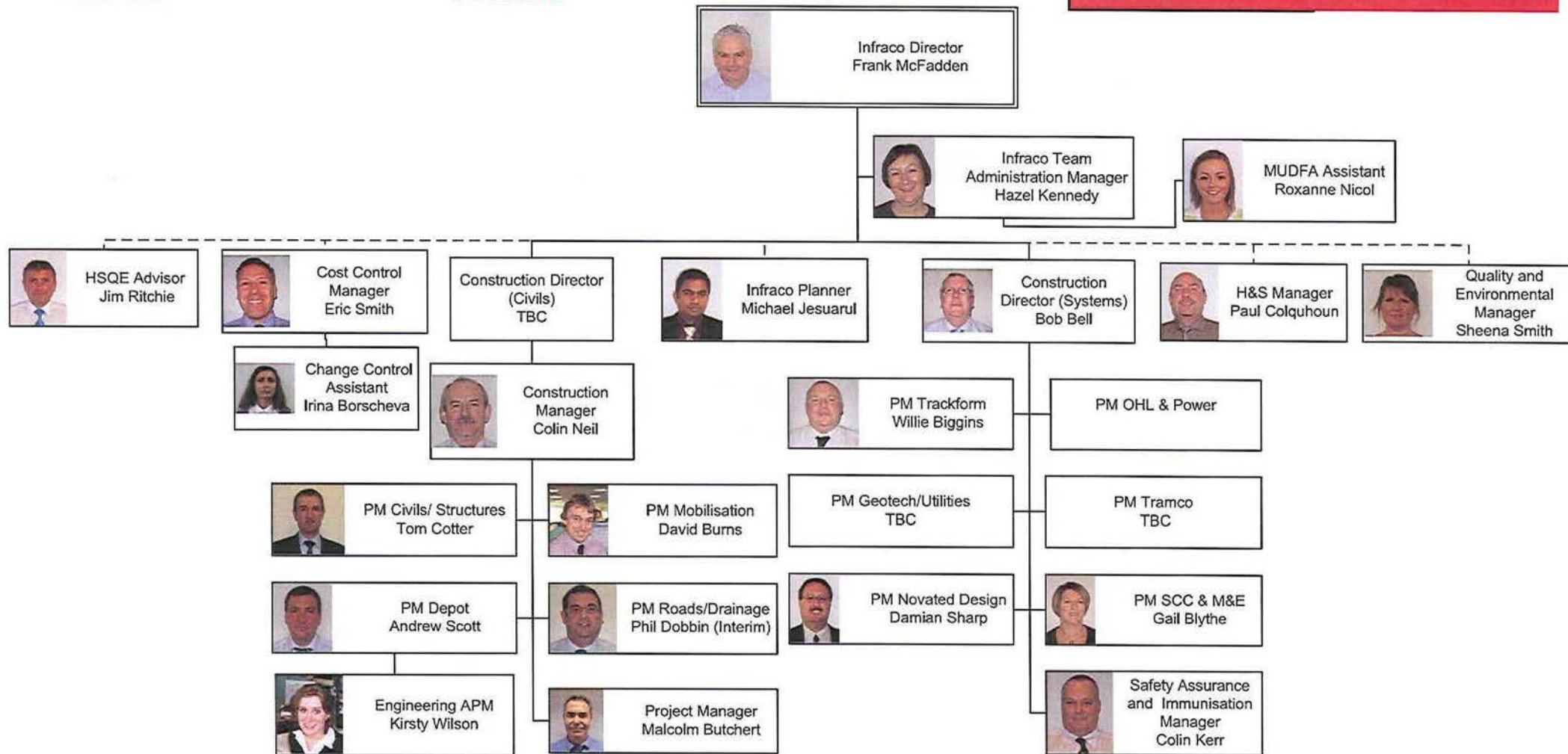
Programme and Risk





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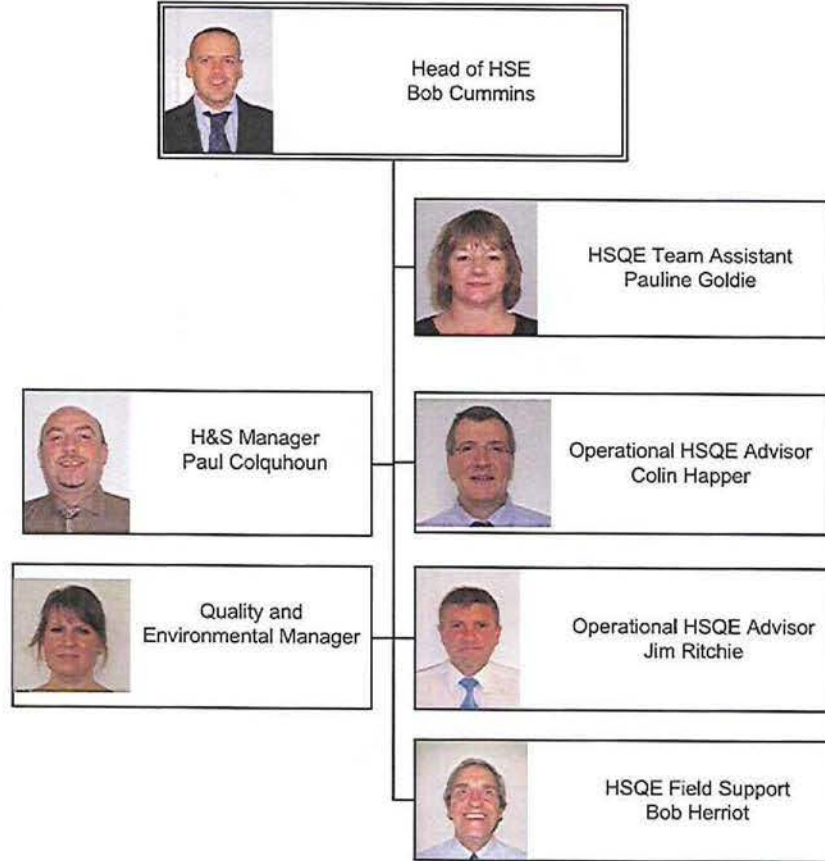
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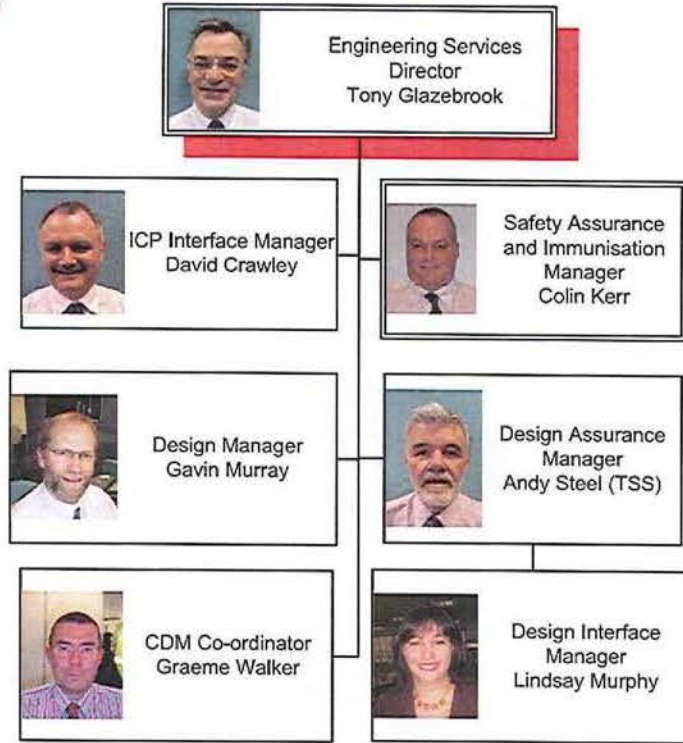


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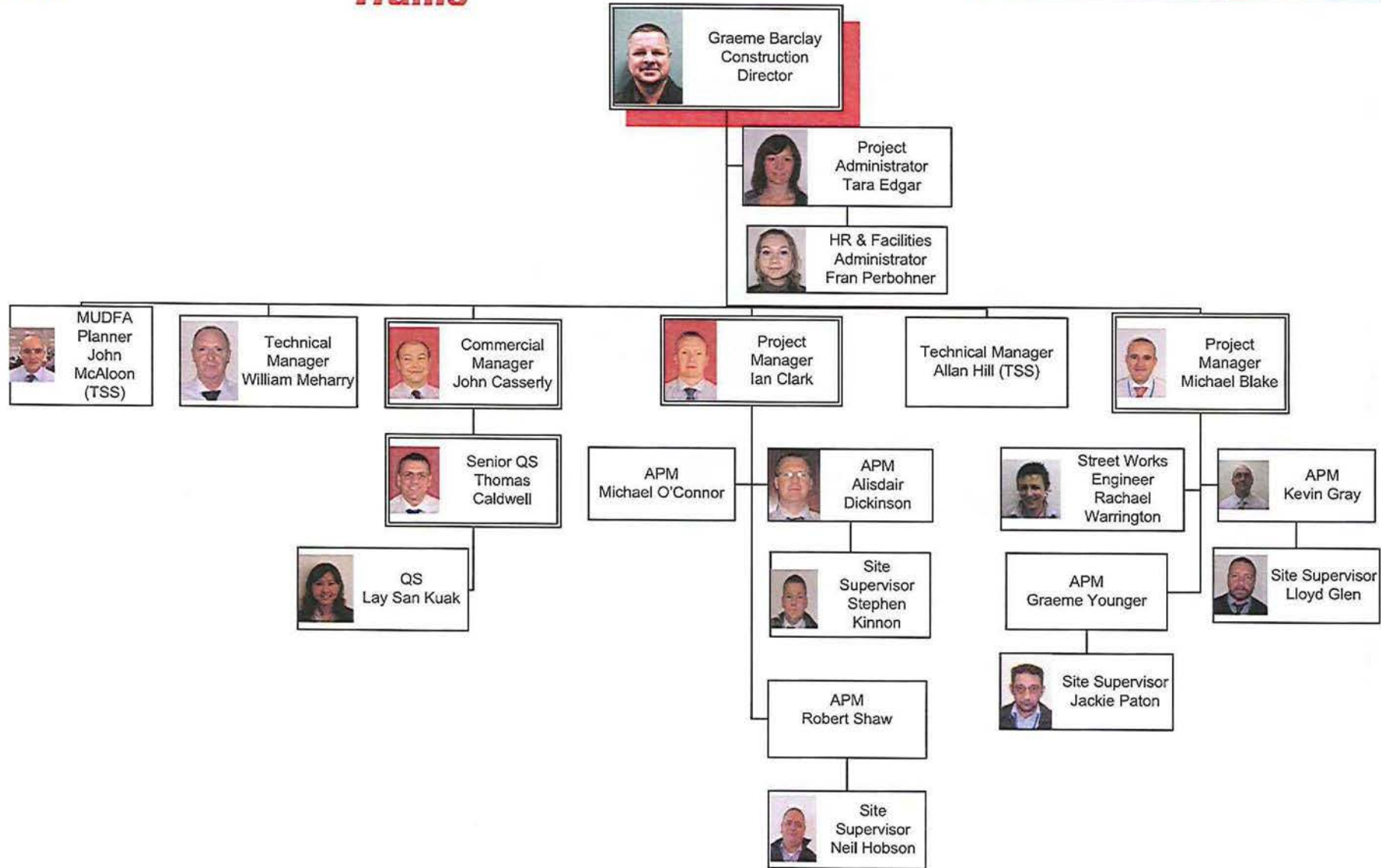
Engineering Services





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