

# Project Delivery Group

## AGENDA

Date: 13 December 2012  
Time: 8.00 am  
Venue: Dunedin Room, City Chambers

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### Attendees:

Vic Emery (Chair)	The City of Edinburgh Council	<a href="mailto:vicemery@">vicemery@</a>
Sue Bruce	The City of Edinburgh Council	<a href="mailto:Sue.bruce@edinburgh.gov.uk">Sue.bruce@edinburgh.gov.uk</a>
Alastair Maclean	The City of Edinburgh Council	<a href="mailto:Alastair.maclean@edinburgh.gov.uk">Alastair.maclean@edinburgh.gov.uk</a>
Mark Turley	The City of Edinburgh Council	<a href="mailto:Mark.Turley@edinburgh.gov.uk">Mark.Turley@edinburgh.gov.uk</a>
Colin Smith	The City of Edinburgh Council	<a href="mailto:Colin.smith@edinburghtrams.com">Colin.smith@edinburghtrams.com</a>
Ainslie McLaughlin	Transport Scotland	<a href="mailto:ainslie.mclaughlin@transportscotland.gsi.gov.uk">ainslie.mclaughlin@transportscotland.gsi.gov.uk</a>
Alan Coyle	The City of Edinburgh Council	<a href="mailto:alan.coyle@edinburgh.gov.uk">alan.coyle@edinburgh.gov.uk</a>
Graham Porteous	Transport Scotland	<a href="mailto:Graham.porteous@transportscotland.gsi.gov.uk">Graham.porteous@transportscotland.gsi.gov.uk</a>
Ian Craig	Lothian Buses	<a href="mailto:lcraig@lothianbuses.com">lcraig@lothianbuses.com</a>
Julian Weatherley	Turner and Townsend	<a href="mailto:Julian.Weatherley@turntown.co.uk">Julian.Weatherley@turntown.co.uk</a>
Gary Easton	Turner and Townsend	<a href="mailto:Gary.easton@turntown.co.uk">Gary.easton@turntown.co.uk</a>
Rob Leech	Turner and Townsend	<a href="mailto:Rob.Leech@turntown.co.uk">Rob.Leech@turntown.co.uk</a>

- 1 Previous Minutes 25 October 2012- Actions from Previous Meeting** - submitted for approval as a correct record (circulated)
- 2 Turner and Townsend Presentation** – Julian Weatherley to speak to the item
- 3 AOCB**
- 4 Date of Next Meeting**

PDG – 20 December 2012 at 8am in the Chief Executive's Board Room

# Project Delivery Group

Edinburgh, 25 October 2012

## Attendees:

Vic Emery (Chair)	The City of Edinburgh Council	<a href="mailto:vicemery@[REDACTED]">vicemery@[REDACTED]</a>
Alastair Maclean	The City of Edinburgh Council	<a href="mailto:Alastair.maclean@edinburgh.gov.uk">Alastair.maclean@edinburgh.gov.uk</a>
Colin Smith	The City of Edinburgh Council	<a href="mailto:Colin.smith@edinburghtrams.com">Colin.smith@edinburghtrams.com</a>
Bob McCafferty	The City of Edinburgh Council	<a href="mailto:Bob.McCafferty@edinburgh.gov.uk">Bob.McCafferty@edinburgh.gov.uk</a>
Alan Coyle	The City of Edinburgh Council	<a href="mailto:alan.coyle@edinburgh.gov.uk">alan.coyle@edinburgh.gov.uk</a>
Graham Porteous	Transport Scotland	<a href="mailto:Graham.porteous@transportscotland.gsi.gov.uk">Graham.porteous@transportscotland.gsi.gov.uk</a>
Ian Craig	Lothian Buses	<a href="mailto:lcraig@lothianbuses.com">lcraig@lothianbuses.com</a>
Julian Weatherley	Turner and Townsend	<a href="mailto:Julian.Weatherley@turmtown.co.uk">Julian.Weatherley@turmtown.co.uk</a>
Gary Easton	Turner and Townsend	<a href="mailto:Gary.easton@turmtown.co.uk">Gary.easton@turmtown.co.uk</a>
Rob Leech	Turner and Townsend	<a href="mailto:Rob.Leech@turmtown.co.uk">Rob.Leech@turmtown.co.uk</a>

## ACTION NOTE

	ITEM	ACTION OWNER	DEADLINE
1	<b>PREVIOUS MINUTES 30 AUGUST 2012</b> <b>Decision</b>  To approve the minute of 30 August 2012 as a correct record.		
2	<b>TURNER AND TOWNSEND PRESENTATION</b>  Colin Smith detailed that CAF had suggested the active use of 11 + 2 + 1 trams, + 1 Tram 252 as back up. CAF were also preparing a proposal regarding the disposal of the 12 surplus trams. The testing and commissioning of the surplus trams would now be stopped and the trams taken to dry storage. The tram maintenance agreement would be remodelled on the use of 14 trams and this was currently being looked at.  Julian Weatherley, Gary Easton and Rob Leech gave a presentation summarising the project's progress.  Gary Easton reported that the approved change of £14.6m included the £1.4m regarding the delay in the signing of the contract in September 2011. The changes in progress included £600k for the sum Siemens were expected to claim for regarding the delay and £2.5m which was BBS's opinion of the delay's impact on the end of the programme.  There will be monthly risk review meetings before the cost summary report, in order to work out any		

**ITEM**

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drawdown from associated risks to the project.

Gary Easton advised that attempts had been made to hold preliminary talks with Bilfinger Berger and Siemens (BBS) with regard to finishing the project early and sharing preliminary savings. BBS were not willing to discuss this yet. Alan Coyle stated that CEC had taken the view that the Project could take to July 2014 for completion as per the programme and had factored in the 22 weeks into changes in progress.

Vic Emery enquired if there were any other opportunities and was advised by Gary Easton that in regard to the change from Rev 3A to Rev 4 BBS had to prove that they had incurred costs. If this was not done then £3.1m could be reduced. Alan Coyle added that there were possible early finish savings in regard to project management costs for CEC, Turner and Townsend and third parties such as Network Rail and Scottish Water.

Alastair Maclean enquired if the budget was still on track to fall within £776m. Alan Coyle advised that there was potentially an issue but there would be greater clarity by the time of the next PDG.

Colin Smith stated that he believed a score sheet had been compiled by Turner and Townsend on negotiations with BBS. He enquired what that score sheet detailed and where the balance of the negotiation lay. Gary Easton explained that there was not a score sheet but the balance of the negotiation had favoured BBS, mainly because of Schedule 45.

Colin Smith enquired why the £6.45m costs regarding the cost engineering exercise which had been raised at the Principals meeting on 25 January 2012, had not been reported on until the two months ago. Gary Easton explained that when the cost engineering exercise had taken place, BBS had showed that dates would be early and costs would be finalised at the end. In July/August BBS advised that despite the numbers being negative and the dates early there had been a delay but as a result of the cost engineering exercise and the 50-50 agreement with CEC this would mean a £6.45m cost.

Vic Emery enquired if there was a report detailing the net benefits of the project of the cost engineering

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<p>exercise. Gary Easton detailed that a report had been previously written by Colin Smith, signed off by Infracore, Turner &amp; Townsend and CAF, then presented to the Principals in January 2012. He agreed to provide a copy of this.</p> <p>Julian Weatherley stated that there was a continuing improving trend in Health and Safety. There had been 14 incidents, none of which were significant. It was suggested that this was likely in part due to the stage of the construction cycle the works were now in, however, there was still a lot of utility work to be done and contractors McNicholas still had roughly 100 men on site.</p> <p>Julian Weatherley stated that there had been an improvement in relation to the leading health and safety indicators. Previous recommendations to bring in additional health and safety resources had been put on hold but the situation would be kept under review.</p> <p>Julian Weatherley detailed the incident regarding two operatives who had been drinking during lunch break. The two offending sub-contractors had now been removed and McNicholas had initiated an alcohol and drug programme.</p> <p>A new practice had been implemented by BBS of briefing foreman and supervisors after any health and safety breach and discussing the underlying reasons for the breach.</p> <p>Vic Emery raised the security of the copper wires used for overhead wiring. Julian Weatherley agreed to explore the matter and report back on potential measures.</p> <p>Julian Weatherley advised that 666 NCRs had been raised to date, with 149 currently open. 38 NCRs had been raised during the period with 12 closed out. 33 NCRs were greater than 6 months old. There were no significant issues. Bob McCafferty enquired whether any of the NCRs raised had resulted in redoing work. Julian Weatherley agreed to investigate.</p> <p>There remained water leaking through the door at the depot and into the wheel lathe. A solution was being explored for the wheel lathe and Turner and Townsend had contacted a contractor for a solution at the door.</p>	GE	
	JW	
	JW	

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<p>Colin Smith added that he had seen a similar problem with a light rail facility in the London Docklands. He agreed to explore this solution with Infraco over the next two weeks. Julian Weatherley advised that apart from the two leaks there were no other snags at the depot and Ian Craig stated that he was satisfied with the resolution of the snags.</p>	CS	
<p>Julian Weatherley stated that the safety verification manager was leaving the project at the end of October and a replacement was being sought Vic Emery requested to be kept informed on developments.</p>	JW	
<p>Julian Weatherley advised that 24 trams had been delivered with 22 having undertaken testing. There had been an issue with the backward facing cameras and CAF was remedying this defect.</p>		
<p>Rob Leech provided details on the on-street section of the Project. Work in Shandwick Place was expected to be completed by early 2013. Additionally work was expected to be finished on the north side in the near future. This would allow civils work on the south side to commence.</p>		
<p>A problem with Siemens track welds had been picked up as an NCR. Rob Leech stressed that this was minor, the problem had been dealt with and as a precaution tests would be carried out on the welds in question. He would provide an update including the type of test to be carried out.</p>	RL	
<p>There were two main challenges in St Andrews Square. The first was a sewer which was 1.6 metres under the street and was found to be too high. This problem would be resolved by changing the top stones of the sewer. Scottish Water was happy with this solution. There was also an issue with access to the Royal Bank of Scotland building. This would be resolved by working over weekends and track would be laid within the next two weeks.</p>		
<p>Work was progressing well in York Place to meet the handover dates of 2 and 16 November 2012. Infraco were mobilising to commence work on 5 November 2012.</p>		
<p>Work to clear the type 2 utilities was progressing well with the majority of conflicts expected to be cleared by</p>		

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<p>February 2013. Co-operation between all parties had been excellent.</p> <p>It had been made clear to Scottish Water that there was a limited budget of £900k for the Leith Walk works. A workshop had been established for 2 November 2012 to agree the scope of those works.</p> <p>Rob Leech confirmed that there was a value engineering proposal for the retaining wall at Cathedral Lane sub-station. This was a good solution but put the sub-station back on the critical path. Colin Smith enquired who had recommended the re-design of the retaining wall. Rob Leech advised that it was a combined decision.</p> <p>Julian Weatherley reported on the off street progress highlighting that the entirety of the track had been completed from the airport to Gogar Depot.</p> <p>A tamper was set to arrive for the Murrayfield area by the weekend of 27-28 October 2012. Colin Smith enquired whether the tamping was being monitored. Julian Weatherley agreed to provide copies of the tamping reports to Colin Smith.</p> <p>Julian Weatherley advised that the Edinburgh Gateway was on the critical path. This was put into the context that there were four critical flow paths which were fluid and moved onto the critical path from month to month. The progress on the Gateway was good, but it was difficult for Turner and Townsend to report on progress as the works appeared to be in line with the Expanded programme which had earlier dates than the Rev 5 programme.</p> <p>It was reported that the damaged sewer at Murrayfield had been replaced and the re-ballasting of the ScotRail shunt line had been completed.</p> <p>Vic Emery enquired of the current status of the relationship between the project and Network Rail. Julian Weatherley explained that the relationship was good and any issues were of a minor nature.</p> <p>Colin Smith reported that the radio frequencies that were previously deemed unavailable have now been cleared by Ofcom.</p>	JW	

	<b>ITEM</b>	<b>ACTION OWNER</b>	<b>DEADLINE</b>
<b>3</b>	<b>AOCB</b> No further items were raised.		
<b>4</b>	<b>DATE OF NEXT MEETING</b> Turner and Townsend Meeting – 22 November 2012 at 8am in the City Chambers  PDG – 1 November 2012 at 8am in the Chief Executive's Board Room		