

TRAM Briefing Meeting

AGENDA

Date: 16 February 2012

Time: 8.00 am

Venue: Chief Executive's Board Room, Waverley Court

Expected Attendees:

Sue Bruce (Chair)	The City of Edinburgh Council	Sue.bruce@edinburgh.gov.uk
Lucy Adamson	Transport Scotland	Lucy.adamson@transportscotland.gsi.gov.uk
Dave Anderson	The City of Edinburgh Council	Dave.anderson@edinburgh.gov.uk
Alan Coyle	The City of Edinburgh Council	Alan.coyle@edinburgh.gov.uk
Vic Emery	The City of Edinburgh Council	vicemery@
Gavin King	The City of Edinburgh Council	Gavin.king@edinburgh.gov.uk
Alastair Maclean	The City of Edinburgh Council	Alastair.maclean@edinburgh.gov.uk
Bob McCafferty	The City of Edinburgh Council	Bob.McCafferty@edinburgh.gov.uk
Ainslie McLaughlin	Transport Scotland	ainslie.mclaughlin@transportscotland.gsi.gov.uk
Kelly Murphy	The City of Edinburgh Council	kelly.murphy@edinburgh.gov.uk
Colin Smith	The City of Edinburgh Council	csmith@hg-group.co.uk
Gary Easton	Turner and Townsend	Gary.easton@turntown.co.uk
Rob Leech	Turner and Townsend	Rob.leech@turntown.co.uk
Julian Weatherley	Turner and Townsend	julian.weatherley@turntown.co.uk
Shirley Mushet	Turner and Townsend	Shirley_Mushet/PM/Edi/TTGroup@turntown.co.uk
Martin Ayres	Turner and Townsend	Martyn.Ayres@turntown.co.uk

- 1 Previous Minute and Actions from Meeting** – 2 February 2012 (circulated)
- 2 Turner & Townsend – Dashboard Report 28 January – 13 February 2012** (circulated)
- 3 Communications Update** – Kelly Murphy to speak to the item
- 4 AOCB**
- 5 Date of Next Meeting**

Client Meeting – 21 February 2012 at 8am in the Chief Executive's Board Room

Turner and Townsend Meeting – 1 March 2012 at 8am in the Chief Executive's Board Room

Tram Briefing

Edinburgh, 2 February 2012

Attendees:

Sue Bruce (Chair)	The City of Edinburgh Council	Sue.bruce@edinburgh.gov.uk
Dave Anderson	The City of Edinburgh Council	Dave.anderson@edinburgh.gov.uk
Vic Emery	The City of Edinburgh Council	vicemery@
Alastair Maclean	The City of Edinburgh Council	Alastair.maclean@edinburgh.gov.uk
Colin Smith	The City of Edinburgh Council	csmith@hg-group.co.uk
Bob McCafferty	The City of Edinburgh Council	Bob.McCafferty@edinburgh.gov.uk
Alan Coyle	The City of Edinburgh Council	Alan.coyle@edinburgh.gov.uk
Kelly Murphy	The City of Edinburgh Council	Kelly.murphy@edinburgh.gov.uk
Gavin King	The City of Edinburgh Council	Gavin.king@edinburgh.gov.uk
Scott Noble	Transport Scotland	scott.noble@transportscotland.gsi.gov.uk
Lucy Adamson	Transport Scotland	lucy.adamson@transportscotland.gsi.gov.uk
Gary Easton	Turner and Townsend	Gary.easton@turntown.co.uk
Julian Weatherley	Turner and Townsend	julian.weatherley@turntown.co.uk
Shirley Mushet	Turner and Townsend	Shirley_Mushet/PM/Edi/TTGroup@turntown.co.uk
Rob Leech	Turner and Townsend	Rob.leech@turntown.co.uk
Martin Ayres	Turner and Townsend	Martyn.Ayres@turntown.co.uk
Neil Gibson	Big Partnership	Neil.gibson@bigpartnership.com

ACTION NOTE

	ITEM	ACTION OWNER	DEADLINE
1	PREVIOUS MINUTE <p>Shirley Mushet highlighted that the walkway at Haymarket would be removed within three weeks. A permanent structure was currently being constructed and Turner and Townsend would be conducting a walkabout to ensure the walkway was safe for the rugby crowds on Saturday.</p> <p>Julian Weatherley confirmed that written and photographic records were being kept on utility conflicts. This would be a useful contribution to any investigation into defective Mudfa works. There was uncertainty over whether in some areas the period in which a "claim" could be raised had passed.</p> Decision		
	1) To investigate when the defects period for Mudfa works would expire.	Alan Coyle	

ITEM	ACTION OWNER	DEADLINE
2) To approve the minute of 19 January 2012 as a correct record subject to the following alterations: a) Bob McCafferty to be the action owner for item 2 decision 6. b) Item 2 - Penultimate bullet point replace 'progress' with 'programme'. c) Replace bullet point 4 on pg 2 of the minute with: "Piling work at Haymarket had finished on 15 January 2012 rather than the programmed date of 22 January 2012. This may contribute to mitigating some of the 56 day delay at Haymarket."	Gavin King	

2 TURNER AND TOWNSEND REPORT

Julian Weatherley submitted a report and gave a presentation summarising the Project's progress up to 27 January 2012.

The following main issues were detailed by Julian Weatherley, Gary Easton, Rob Leech, Shirley Mushet and Martin Ayers:

- Martin Ayers was now heading up the CAF interface part of the Project replacing Alastair Richards.
- There were now six dashboards in the report rather than one and this was to produce the appropriate amount of information for the Tram Briefing meeting and the Project Delivery Group and to cut time spent on the dashboards by Turner and Townsend staff.
- There had been eight health and safety incidents in the time period. One was significant and had been a member of the public falling over on the walkway at Haymarket. Action had been taken to make the walkway safer. The other incidents were of a minor nature.
- The cable strike at Shandwick Place had been investigated and although it was caused by McNicholas uncovering the cable, McNicholas claim that they did not strike it and the damage to the cable had been caused under the Mudfa works. The failure had occurred between 2pm

ITEM	ACTION OWNER	DEADLINE
<p>and 6pm.</p> <ul style="list-style-type: none">• Turner and Townsend had advised McNicholas that it was essential that procedures were followed and that when power outages occurred Turner and Townsend were immediately informed. In the Shandwick Place power outage it was not until the following morning that Turner and Townsend were made aware of the issue.• There had been an anonymous allegation of personnel operating without correct qualifications and accreditations. This was being investigated but it was thought that the allegation was from a disgruntled ex-employee.• The documentation required to support the handover of the depot had now been received. Discussions were ongoing with Lothian Buses on them taking control of the depot and the aim was for this to occur by late February 2012.• The total number of NCRs was 390.• The independent competent person made a monthly visit and was providing a valuable contribution to the Project.• There had been an inspection by the Independent Competent Person to review workmanship concerns on Princes Street. The concrete around the rail was up to 15mm higher than it should be and SDS was examining how this issue could be addressed. Turner and Townsend were expecting the response from SDS next week and there may or may not be a need for remedial works to be undertaken.• Compliance with the Code of Construction Practice (CoCP) was now at 94% and the importance of CoCP compliance had been reiterated to the contractors.• Seven trams had now been delivered and were moving under power with the next tram delivered on 21 February 2012.• Tram dynamic commissioning testing for the first five trams would be completed by 23 February 2012.• McNicholas' utility works on Shandwick Place were due to be completed by 14 February 2012 and handed over to BBS four weeks early.• It was essential that BBS were able to take advantage of Shandwick Place being handed over four weeks early. Concern was raised on the client side that the street would be closed		

ITEM	ACTION OWNER	DEADLINE
<p>while no work was being undertaken. Turner and Townsend had informed BBS of the factual status and had asked for their recommendation on the way forward but had not requested that they go into Shandwick Place early. This was to avoid having to pay BBS to instigate works earlier than scheduled.</p>		
<ul style="list-style-type: none">• Turner and Townsend had a meeting with staff from CEC Planning to discuss the removal of a listed wall in Shandwick Place. The expectation was that it would be removed and then ultimately replaced. There was not expected to be any difficulty in gaining approval through the Planning system.• Infraco had confirmed that the 10 day delay for Section B completion was recoverable.• Turner and Townsend advised that until the cost engineering benefits had been worked into the programme they would not show section completion dates.• Piling had been completed ahead of Infraco's schedule in Haymarket.• The air raid shelter in Haymarket had been excavated and backfilled.• The early completion of non mechanical and electrical works in Princes Street had been targeted.• The inaugural steering group meeting with Scottish Water had been successful and the relationship with Scottish Water had improved. However, there remained legacy works of which 6-10 were potential risk items. There were 700 snagging issues on Scottish Water's list. Turner and Townsend were targeting the 6-10 potential risk items but Scottish Water was understandably interested in resolving all 700 issues.• It was important to show Scottish Water that there was a commitment and a schedule for resolving the 700 snagging issues.• Turner and Townsend were meeting the Council's procurement section to help de-couple legacy works north of York Place from the Project.• There was a 47 day delay in South St Andrew Street that would become a 75 day delay if there was an embargo. Discussions were ongoing with BBS to re-sequence works to mitigate the		

ITEM	ACTION OWNER	DEADLINE
<p>impact. The cost-engineering proposals were the solution to mitigating this delay.</p> <ul style="list-style-type: none">• The recording of utilities was important to avoid potential claims from the contractor. This had occurred in Dublin when the contractor claimed that they did not know whether a utility was live or de-commissioned. This issue would be avoided in Edinburgh. 70% of the utility works in St Andrew Street were regarding de-commissioned utilities.• Works in Leith Street and BBS's work on the Mound had to be completed to allow the bus lane closure on Princes Street. However, there was a potential issue with Scottish Water legacy works that could mean for three weeks one lane would be required for those works.• Piling at Edinburgh Airport had started late but was progressing well.• Progress on the off-street section was behind schedule based on the Rev 4 programme. There was a 98 day delay on Murrayfield ground improvements which would impact on the project if they were not approved by Network Rail. BBS now had a preferred sub-contractor and had shown the principle of the construction methodology to Network Rail. Network Rail had given positive oral feedback but it was necessary for BBS to submit a full proposal to Network Rail for their approval. BBS had advised that the new construction methodology was practically vibration free so would comply with Network Rail's requirements. Turner and Townsend confirmed that they were working with BBS and Network Rail to assist BBS's proposal to go through the Network Rail approval process but it was a priority for BBS to submit the paperwork.• BBS still maintained that SGN had not been paid regarding gas main works in Section 7. Turner and Townsend did not see the issue as a major area of concern as BBS had not raised this point as a delay and they believed that payment had been made.• There had been £3.51m of approved change with a movement of £2.49m since 22 December 2011.• The largest approved change in the last two weeks had been £357K in regard to On-Street		

ITEM

**ACTION
OWNER**

DEADLINE

Variations.

- There was greater granularity and detail in regard to the costs of anticipated changes. The cycleway at the Mound/Hanover Street was now estimated at £60K rather than £1m.

Colin Smith advised that the preliminary meeting on programming and planning had met on 1 February 2012. The extract of the Joint Project Forum decision which outlined the proposals agreed had been issued to all parties and there was an understanding on which proposals were being pursued. Julian Weatherley added that the 1 February meeting had been challenging and he was frustrated that Infraco was not willing to produce a new full project programme, though they would participate in the whole project planning process, as promoted by Colin Smith. Vic Emery explained that all parties were in the Project together and it was in everyone's best interests to complete the Project as fast as possible. Sue Bruce stated that until the prospect of poor winter weather was over there would be a reluctance from the contractors to commit to earlier dates for completion. By the end of March this fear should have passed.

Kelly Murphy advised that she had been directly approached by the Events Team in regard to whether Princes Street would be open for an event on 22 July 2012 and throughout August 2012. Turner and Townsend indicated that there would be some works ongoing but that they would not cover the whole street. Sue Bruce stated that the Tram Project was a key priority for the City and that it was essential for Council Sections to raise issues through the management process.

Scott Noble explained that Transport Scotland were awaiting the return of the tenders for the retaining wall and enabling works for the Edinburgh Gateway, due on 3 February. Following this, BB had reported that it would take 7 days to assess the tenders and their programmes.

In addition, TS as part of their options review, would be consulting with Lothian Buses on the "do-min" Gateway option, to establish if they would be able to compete the final section of the outer depot line under a separate contract without relieving BB of their contractual

ITEM	ACTION OWNER	DEADLINE
obligations.		
Decision		
1) To provide any comments on the use of six dashboards in the report rather than one to Turner and Townsend.	All	
2) To note that a meeting between the Independent Competent person and the project sponsors would be useful and add value for the project sponsors.	Julian Weatherley/ Colin Smith	
3) To monitor and report on the progress with resolving all 700 Scottish Water snagging issues.	Julian Weatherley	
4) To note the Chief Executive's intention to meet with Alfred Brandenburger and Martin Foerder to discuss the Project's progress informally.	Sue Bruce/Colin Smith	
5) To inform Alastair Maclean if there was any assistance required in working with the Council's procurement section.	Rob Leech	
6) Turner and Townsend would look into incorporating legacy works into the utilities conflict chart.	Rob Leech	
7) To ensure that contact was made between SGN and BBS to ensure that payment had been made over the gas main issue.	Shirley Mushet	
8) To provide a breakdown of the £357K of approved change in regard to On-Street Variations.	Gary Easton	
9) To note that in the presentation on the Contingency Analysis – Pre QCRA slide it should be a figure of £6.3m in regard to Pricing Assumptions (York Place etc)	Gary Easton	

3 FINANCIAL UPDATE

Alan Coyle provided details of the Tram Project Budget including the current costs, the anticipated costs and the assumed savings. The cost of work done was given as £566.15m at 28 January 2012 with anticipated final

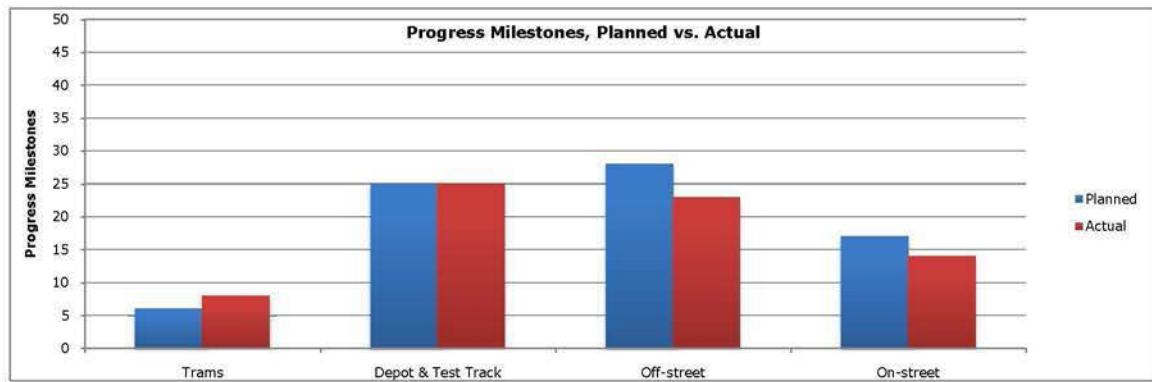
ITEM	ACTION OWNER	DEADLINE
<p>costs of £748.20m. This led to a variance of £5.27m above the budget. After Project changes and cost engineering benefits the Project Anticipated final cost was £759m which would leave £16.1m remaining in the contingency budget.</p> <p>Alan Coyle noted that a shop unit had been identified in Shandwick Place for the tram information shop. He had offered to take the unit for three years at a cost of £20k per annum with the first year free.</p> <p>Decision</p> <p>To ensure that the CEC and Turner and Townsend budget figures were pulled together to ensure consistency.</p>	Alan Coyle	
<hr/> 4 WEST END WORKS		
<p>Dave Anderson gave details of an initial action plan for dealing with a number of the issues raised by Michael Apter (Chair of West End Association). Some initiatives were already in place and there was a need to identify which proposals could be pursued and a possible completion date.</p> <p>Kelly Murphy highlighted the importance of a tidy site for public opinion. Vic Emery advised that a tidy site was also essential for health and safety reasons.</p> <p>Decision</p> <p>To agree to meet to discuss which initiatives were achievable.</p>	DA/CS/BMC/ KM/RL	
<hr/> 5 COMMUNICATIONS UPDATE		
<p>Kelly Murphy gave details on the following communications issues:</p> <ul style="list-style-type: none">• A story in the Evening News had been published on the business rates relief and had mentioned the Tram Project. Only 100 out of 7300 were attributable to the Project.• A further story had been released on Lothian Buses raising fares because of Scottish Government cuts and tram works.• There had been concern raised on the publication of the newsletter due to not all		

ITEM	ACTION OWNER	DEADLINE
parties in the Project contributing to its publication.		
Decision		
To cancel the staff newsletter.	Colin Smith/ Bob McCafferty/ Kelly Murphy	
6 AOCB		
No business was discussed.		
7 DATE OF NEXT MEETING		
Client Meeting – 7 February 2012 at 8am in the Board Room		
Turner and Townsend Meeting – 16 February 2012 in the Board Room		

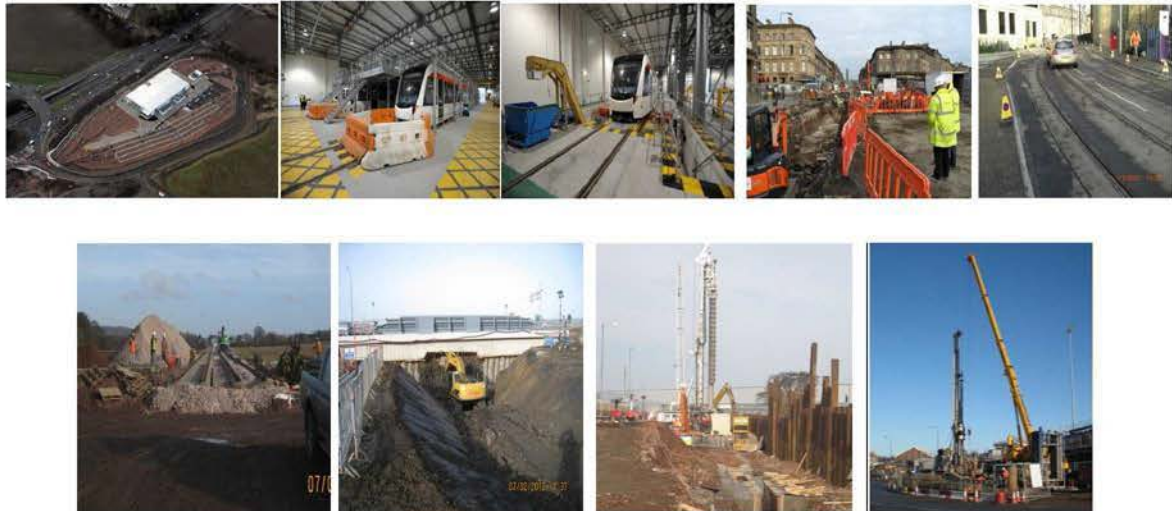
Produced by	Shirley Collin & Shirley Mushet	SECTION	SUMMARY DASHBOARD REPORT			Employer	City of Edinburgh Council
Approved by	Julian Weatherley	Issue By:	Turner & Townsend Project Management Limited, 9 Lochside Avenue, Edinburgh Park			Address	Waverley Court, Edinburgh, EH8 8BG
Status	FINAL	Issue Date	13-02-2012	REPORTING PERIOD	28th January to 13th February 2012	Project:	Edinburgh Tram Network

Executive Summary:	CEC Actions / Decisions
<ol style="list-style-type: none"> There were no reportable accidents during the period. The rolling 13 Period AFR remains at 0.00. There were 14 incidents reported during the two week period since the last dashboard. Two were classified as serious / significant incidents. Works have continued to address utility conflicts in Shandwick Place and St Andrew Street. T&T still anticipate making Shandwick Place and central / north St Andrew Street available to Infracore w/c 14 February 2012. South St Andrew St is anticipated to be available to Infracore by the end of March (7 weeks behind programme). Following CEC confirmation of the implementation of cost engineering initiative good progress has been made instructing these to Infracore. Agreement has been reached on the process for production and reporting against a revised Infracore programme (Rev4C) although this will not provide an estimate of the programme completion date. Programme progress and forecasts will continue to be managed using T&T's Master Schedule. McNicholas are well underway with their planning of utility diversion works in support of the cost engineering initiatives (Haymarket and Princes St bus lane). Scottish Water legacy works continue to present a significant risk to the project. T&T are in discussions with Scottish Water in an attempt to resolve their requirement for the replacement of deep manholes within the On Street and Off Street areas. A de-scoped permanent close out solution is being developed for the incomplete Forth Ports / Lindsay Road works. A technical solution has been identified for ground improvement works adjacent to Murrayfield Retaining Wall which is acceptable in principal to Network Rail. Technical submissions by Infracore are outstanding and awaited. A decision on the scope of Edinburgh Gateway remains outstanding but is anticipated by 17 February 2012. Haymarket Yards has been re-opened to traffic, although CEC have identified non conformances (footpath gradient) to be resolved prior to adoption (by CEC). Concern remains over the programme for completion of the SGN gas main diversion at New Ingliston. Martyn Ayres has now taken responsibility for CAF project delivery. William Delaney has been brought into the project as a tram rolling stock specialist. Seven trams have now been delivered to the depot. Final co-ordination of track infrastructure with utilities continues to result in additional design costs and construction costs for the Infracore contract. This will continue until all conflicts are resolved. CEC are reviewing contractual responsibilities. 	<ol style="list-style-type: none"> Obtaining permissions in support of the location of revised OLEs in Princes Street and design approvals at Dublin Street & Picardy Place Clarification on historical commercial position relating to scope of the Roseburn Delta Footpath. Confirmation of scope at Edinburgh Gateway. Material approvals Haymarket Tram Stop (tactile paving). Scottish Power wayleave at Haymarket. Signing of permanent depot building warrant. Letter of intent was sent from CEC to Mott MacDonald for the Tram Inspector. Final Tram Inspector Agreement is currently be negotiated with all parties - Ongoing. Lothian Buses are due to take full operational responsibility for the Depot negotiations these are on going with CEC, due to be completed Friday 2nd March. Confirm requirements for Tram Livery.

Progress Milestones, Planned vs. Actual (Draft – Subject to final validation)



PROGRESS



Produced by	Shirley Collin & Shirley Mushet	SECTION	SUMMARY DASHBOARD REPORT			Employer	City of Edinburgh Council
Approved by	Julian Weatherley	Issue By:	Turner & Townsend Project Management Limited, 9 Lochside Avenue, Edinburgh Park			Address	Waverley Court, Edinburgh, EH8 8BG
Status	FINAL	Issue Date	13-02-2012	REPORTING PERIOD	28th January to 13th February 2012	Project:	Edinburgh Tram Network

KEY MILESTONES

Section	Description	Rev 4 Schedule Date	A	C	B - A = C	Completed	Crit. Path	Comments
Section Completions								
ALL	Section A; Depot complete	16-Dec-11	16-Dec-11	0	0	✓	Y	
ALL	Section B; Test Track complete	08-Mar-13	18-Mar-13	10	10		Y	Due to current delays in Off-Street construction, Infraco feel this is recoverable
ALL	Section C; All construction complete	09-Apr-14	tbc	tbc	tbc		Y	Delays resulting from utilities works. Re-schedule in line with Cost Engineering initiatives
ALL	Section D; open for revenue	08-Jul-14	tbc	tbc	tbc		Y	Delays resulting from utilities works. Re-schedule in line with Cost Engineering initiatives
On Street								
Haymarket								
On-Street	Haymarket 1 – Completion of Utility moves in advance of Infraco Works	28-Oct-11	16-Dec-11	49	49	✓	N	Access to site was granted to Infraco on 18-Nov-11, with only minor utilities works remaining. Full hand back was 16 Dec 11.
On-Street	Haymarket 1 – Completion	04-Apr-12	30-May-12	56	56		N	Assessment of delay is complete & reasons generally accepted, discussions on cost/programme mitigation are underway with Infraco. Delay to H1 completion does not affect overall project completion date.
On-Street	*Haymarket Phase 2 Utilities Work Complete	N/A	15-Oct-12	N/A	N/A		N	Subject to negotiation re Plannig Betterment Initiative
On-Street	Haymarket Civils Works Complete for all Phases	23-Jul-13	23-Jul-13	0	0		N	This date is under review to take account of the Cost engineering Initiative
Shandwick Place								
On-Street	Shandwick Place Traffic Management Commences	07-Mar-12	14-Jan-12	-53	-53	✓	N	Site access achieved early to facilitate Utility Clearing Works
On-Street	*Shandwick Place 1 Utilities Work to commence	N/A	03-Jan-12	N/A	N/A	✓	N	No forecast date in Rev4. Utility works now in progress.
On-Street	Completion of Shandwick Place Utility Moves	N/A	14-Feb-12	N/A	N/A		N	Current handback is approximately 4 weeks before Infraco due to Commence works
On-Street	Shandwick Place Civils Works Complete	15-Nov-13	15-Nov-13	0	0		N	This date is under review to take account of the Cost engineering Initiative
St Andrews Square & St Andrews St North								
On-Street	St Andrews Sq Traffic Management	14-Feb-12	07-Jan-12	-38	-38	✓	N	Work complete. Change over of Traffic Management system from South St Andrew's Sq. to South St David's St.
On-Street	Commence St Andrews Square Utility Moves	N/A	09-Jan-12	N/A	N/A	✓	N	Utility works in progress.
On-Street	*St Andrews Square Utilities Work Complete	N/A	14-Feb-12	N/A	N/A		N	On Schedule to be handed over 14th Feb in accordance with requirements of Rev.4
On-Street	Complete *Section 01 St Andrews Square. Outbound Ch 1061 to 1220 Carriageway Construction	25-Oct-12	25-Oct-12	0	0		Y	
South St Andrews St / Waverley Junction								
On-Street	Start Utilities Works South St Andrew St / Waverley St Junction	N/A	09-Jan-12	N/A	N/A	✓	Y	No specific activity in Rev4 plan
On-Street	Finish Utilities Works South St Andrew St / Waverley St Junction	N/A	23-Mar-12	N/A	N/A		Y	No specific activity in Rev4 plan
On-Street	*Commence Civil Work *Section 01 South St Andrews/Waverley Junction St. Inbound Ch 1171 to 1364 Phase 1	08-Feb-12	26-Mar-12	47	47		Y	Discussions ongoing with BBS to resequence works in SAS area to mitigate programme impact.
On-Street	Complete *Section 01 South St Andrews/Waverley Junction St. Outbound Ch 1150 to 1370 Carriageway Construction	15-Oct-12	10-Jan-13	75	75		Y	Delays resulting from utilities works. Re-schedule in line with Cost Engineering initiatives
York Place								
On-Street	Start York Place Utility Moves	N/A	Under Review				Y	This date is under review to take account of the Cost engineering Initiative
On-Street	Completion of York Place Utility Moves	N/A	Under Review				Y	This date is under review to take account of the Cost engineering Initiative
On-Street	Commence Civil Works - York Place	24-Oct-12	Under Review				Y	This date is under review to take account of the Cost engineering Initiative
On-Street	Completion of York Place Civils Works	11-Nov-13	Under Review				Y	This date is under review to take account of the Cost engineering Initiative
Princes Street								
On-Street	Completion of Princes St Highway Re-instatement and non-M&E works	05-Jul-12	05-Jul-12	0	0		Y	Discussions ongoing with BBS indicate that works in PST area may be completed ahead of Rev.4 date. Discussions ongoing to clarify. Rev.4 date remains at present.
Off Street								
ALL	Forecast completion of AIR-HAY route	21-Aug-13	07-Nov-13	78	78		Y	Key objective, delay due to potential impact of Murrayfield ground improvements
Off-Street	Murrayfield ground improvements, complete	25-Mar-12	01-Jul-12	98	98		Y	Potential impact if revised gr'd improv'ts are not agreed and approved by NR
Off-Street	Haymarket Yards, complete	27-Feb-12	04-Apr-12	37	37		N	Delay accom'd within float, no effect on forecast completion of AIR-HAY route
Off-Street	South Gyle Beam Installation, complete	11-Jul-12	14-Aug-12	34	34		N	Delay accom'd within float, no effect on forecast completion of AIR-HAY route
Off-Street	Water of Leith Bridge, complete	31-Aug-12	26-Oct-12	56	56		Y	Delay due to impact of Murrayfield ground improvements
Off-Street	W4, 19-29; Russell Rd. Retain, complete	29-Oct-12	03-Dec-12	35	35		N	Delay accom'd within float, no effect on forecast completion of AIR-HAY route
Off-Street	S21A, S505; Roseburn St., complete	19-Sep-12	07-Jan-13	110	110		N	Delay accom'd within float, no effect on forecast completion of AIR-HAY route
Off-Street	S22A Balgreen Road Bridge complete	18-Sep-12	04-Dec-12	77	77		N	Delay accom'd within float, no effect on forecast completion of AIR-HAY route
Off-Street	Gyle Tram Stop complete	23-Apr-13	21-May-13	28	28		N	Delay accom'd within float, no effect on forecast completion of AIR-HAY route
Depot & Test facilities								
Depot & Test Facilities	Mini test track available	02-Dec-11	12-Dec-11	10	10	✓	N	Complete
Depot & Test Facilities	Soil nails, test, complete, Gogar Landfill	16-Jan-12	08-Feb-12	23	23	✓	N	Complete
Depot & Test Facilities	Rein'd Earth Embank't, complete, Gogar Landfill	16-Mar-12	16-Apr-12	31	31		N	Delay accom'd within float, no effect on forecast AIR-Depot test track available
Depot & Test Facilities	Eastfield Avenue, complete	21-Feb-12	30-Apr-12	69	69		N	Delay accom'd within float, no effect on forecast AIR-Depot test track available
Depot & Test Facilities	Ingliston Gas Mains diversion, const'n complete	N/A	18-May-12	N/A	N/A		N	Contractor programme has been confirmed
Depot & Test Facilities	A8 Underpass Completion & Traffic Back	13-Jun-12	23-Jul-12	40	40		N	Delay accom'd within float, no effect on forecast AIR-Depot test track available. Anticipated that traffic will be back on 31-Mar-12 in advance of construction completion.
Depot & Test Facilities	Completion of Gogar Burn Tram Stop	17-Oct-12	27-Aug-12	-51	-51		N	Ahead of schedule
Depot & Test Facilities	Interim test track, IPR-GBN available		20-Sep-12	N/A	N/A		N	The interim test track, IPR-GBN, is a proposed milestone
Depot & Test Facilities	AIR-Depot test track available	07-Dec-12	18-Dec-12	11	11		Y	Delay due to late start of the retaining wall at the Airport, Infraco feel this is recoverable.
Tram Test & Commission								
Tram Test & Commission	Trams 1-5; commission	08-Mar-13	18-Mar-13	10	10		N	Delay not expected to have negative impact on other key project objectives
Tram Test & Commission	T2 Performance Tests. Complete	09-Apr-14	06-Apr-14	-3	-3		N	T2 Test must be complete before Shadow Running / T3 Test
Tram Test & Commission	Shadow Running, AIR-YRK, complete	08-Jul-14	05-Jul-14	-3	-3		N	T3 Test undertaken during Shadow Running

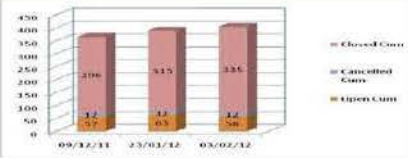
Produced by	Shirley Collin & Martyn Ayres	SECTION	HEALTH, SAFETY, ENVIRONMENT, QUALITY & ASSURANCE			Employer	City of Edinburgh Council
Approved by	Julian Weatherley	Issue By:	Turner & Townsend Project Management Limited, 9 Lochside Avenue, Edinburgh Park			Address	Waverley Court, Edinburgh, EH8 8BG
Status	FINAL	Issue Date	13-02-2012	REPORTING PERIOD	28 th January to 06 th February 2012	Project:	Edinburgh Tram Network

PROGRESS

SUMMARY

1. Health and Safety - The team have been focusing on the incidents that have occurred on resulting in damage to services. Meetings have taken place with Scottish Water to establish requirements for working in the proximity of Scottish Water assets and to review the results of the incident investigations.
2. Quality - We are currently working with BBS to review the trends in relation to NCR's, a key area of concern is workmanship. This area continues to produce the majority of NCR's. The number of open NCR's over 6 months old continues to reduce.
3. Metrics Inspections - Currently progressing with the closure of 2 metrics inspections at section 6; reviewing the residual risks (as identified in the project hazard log) with regard to machinery and electrocution. These inspections should be progressed to closure within the next two periods.
4. Assurance - All sectional handover information received from BBS in December 2011 has now been uploaded to the evidence file. It is becoming apparent that gaps exist in this documentation, subsequently BBS have issued further Operations and Maintenance manuals and it is expected that further Inspection and Test Plans will be issued. Relevant information has been issued to Technical Support Services (TSS) for review, it is expected that comments will be received by the end of February 2012.
5. Requirements Management - A number of workshops have been scheduled to review Verification and Validation (V&V) methods for all outstanding employers' requirements. It is intended that the V&V method for all remaining requirements will be indentified by June 2012.

QUALITY



Total No of NCR's raised is 405.
 15 NCR's were raised during the period and 20 NCR's were closed out during the period.
 3 no open NCR's are greater than 6 months old.
 BBS are reviewing the impact of the workmanship issues that were raised in Princes Street; this may result in an NCR being raised. The BBS report is still outstanding.

ENVIRONMENT

Environmental

1. Archaeological works associated with the air raid shelter at Haymarket now complete.
2. Site inspection will be carried out at Section 7 on 15th February 2012 to cover works being carried out under the Water Environment Controlled Activity Regulations (CAR) licence.
3. It has been agreed that copies of reports produced by Ecological Clerk of Works (John Darbyshire) will be provided to Turner & Townsend for information.
4. An updated environmental legal register has been issued to project team on 3rd February 2012

CoCP compliance for the two week period since the last dashboard has increased and was recorded at 100%. No issues required action.

CoCP KEY

Q1: Hoops of Work	Q8: Emergency Access
Q2: Notification	Q10: Parking
Q3: Notices	Q11: Litter and general housekeeping
Q4: Fencing and Hoarding	Q12: Dust
Q5: Noise	Q13: Smoking
Q6: Waste Management	Q14: Members of the Public
Q7: Waste Water and Run-Off	Q15: PPE and Behaviour
Q8: Water	

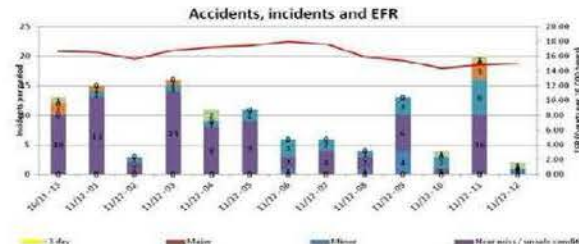


Health & Safety

1. There were no reportable accidents during the period. The rolling 13 Period AFR remains at 0.00, better than the benchmark KPI of 0.24 for the project.
2. There were 14 incidents reported during the two week period since the last dashboard. Two (ref 1589 and 1602) were classified as serious / significant incidents (referenced in orange in the table below).

Ref	Location	Description of Incident	Contractor	Classification
1602	Haymarket	Member of Public fell on temporary walkway. No complaint received.	Grahams	Member of Public
1589	Shandwick Place	An HV cable in a potentially dangerous condition was uncovered. On completion of this work damage was found on a LV cable.	McNicholas	Service damage
1591	St Andrew St	Cable duct previously cast by others found in BT pit.	McNicholas	Service damage
1592	St Andrew St	Damage to concrete surround to ducts.	McNicholas	Service damage
1595	Shandwick Place	BT cable damage.	McNicholas	Service damage
1597	Shandwick Place	Damage to sewer at Shandwick Place	McNicholas	Service damage
1598	Edinburgh Park	Damage to water main supplying water features at Edinburgh Park.	Coffey	Service damage
1599	Carrick Knowe	Damage to sewer at Carrick Knowe	Bilfinger Berger	Service damage
1590	Edinburgh Park	Diesel spill	Coffey	Environmental
1600	Edinburgh Park	Oil spill caused by burst hydraulic hose on item of plant.	Coffey	Environmental
1594	Gogar Depot	Security guard slipped on ice	Edinburgh Trams	Minor injury
1596	Gogar Depot	Security guard slipped on ice	Edinburgh Trams	Minor injury
1601	Shandwick Place	Container cover fell and hurt operative's foot.	DR Logistics	Minor injury
1593	ScotRail Depot	Manhole cover not replaced - ScotRail depot	Grahams	Near miss

TREND

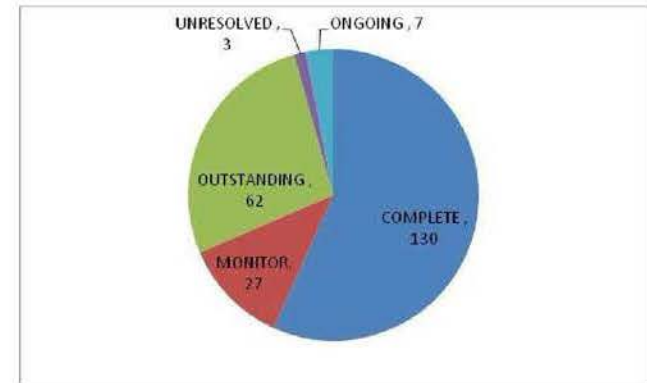


PROJECT INITIATIVES

- Deliver the Tram Safely**
1. Discussions have taken place with Scottish Water to agree the measures required to protect their assets. A presentation by Scottish Water has been arranged for the contractors on the 21st February 2012.
 2. For the next period, targeted inspections for temporary works is being planned. This will be followed by targeted inspections for vehicle movements across the sites.
 3. A period safety meeting will be established with BBS to monitor the corrective action developed by the package contractor to address the findings raised.
 4. Investigations have now commenced into possible initiatives to support the local community and to raise the awareness of the dangers on construction sites to children. CEC & Consortium are visiting Balgreen School, this school is beside construction site.
 5. Consideration is being given into the establishment of a Project Safety Strategy Group.

Section A Completion

Below is a summary of the progress in closing the agreed snagging list following the completion of Section A (The depot). Good progress has been made to date.



CONSENTS

Full details can be found in the combined consents tracker, these details can be discussed if required at next meeting

Combined Consents required				
	Total Required	Total On Hold	Total Outstanding	Total Closed
Third party	17	4	12	1
CEC Approval	20	7	12	1
Technical informations	6	1	5	1
Planning informatives	23	8	15	

SOFT ANALYSIS

SUCCESSES	OPPORTUNITIES
<ol style="list-style-type: none"> 1. Targeted inspection of excavations completed. 2. All stakeholders are cooperating well at the depot. 3. Technical Support Service (TSS) audit scheme agreed. 4. Request of Opinion 18 has been agreed for derailment containment at Ocean Terminal bridges. 5. Site monitoring KPI's are increasing. 6. EMC briefings. 	<ol style="list-style-type: none"> 1. Increased monitoring of onsite activities. Project Management resources will become part of integral assurance process. 2. Improved technical assurance of tram/Infrastructure interfaces. 3. Safety seminars to be arranged for project manager. 4. Establishment of project safety meeting.
FAILURES	THREATS
None identified	<ol style="list-style-type: none"> 1. Statutory bodies co-operation. 2. Late issue of documentation by BBS. 3. Potential gaps between contracted maintenance responsibilities 4. Visibility of BBS design and assurance documentation. 5. Lack of availability of GIS information from Scottish Water.

Produced by	Shirley Collin & Martyn Ayres	SECTION	TRAMS	Employer	City of Edinburgh Council
Approved by	Julian Weatherley	Issue By:	Turner & Townsend Project Management Limited, 9 Lochside Avenue, Edinburgh Park	Address	Waverley Court, Edinburgh, EH8 8BG
Status	FINAL	Issue Date	13-02-2012	REPORTING PERIOD	28 th Jan to 13 th February 2012
				Project:	Edinburgh Tram Network

PROGRESS IN PERIOD

- Willie Delany has joined the Turner and Townsend team in support of the management of the CAF contract.
- The Inter-disciplinary Design Check (IDC) information required by CAF for the system wide design was provided on 9th February. Now under review by CAF.
- Good progress has been achieved in the period with seven trams in total now delivered, of which 5 have completed static commissioning routine tests and 2 of the trams have now in addition completed the dynamic commissioning routine tests that can be performed within the constraints of the MTT.
- The Tram Inspector has been in attendance on-site as required in order to witness the formal dynamic commissioning tests. Due back on site from 13th February.
- Delivery of trams is on-going post Depot handover a month earlier than in the Programme with Tram 272 delivered on the 30/01/12



Tram Testing January 2012

KEY ISSUES

- It is intended that Mott MacDonald will be undertaking the Tram Inspector role the formal contract is still to be agreed with all parties, further comments now received from Mott MacDonald.

LOOK AHEAD

The following items will be progressing during the coming period:

- Eighth Tram is expected 21st February 2012.
- Ninth Tram is expected 13th March 2012
- First Five Trams Dynamically Commissioned Forecast Date, 23rd February 2012.
- Lothian Buses have agreed to provide the proposed livery for trams, final agreement with CEC.
- Removal of tie logos from Trams

CEC ACTIONS / DECISIONS

- Letter of intent was sent from CEC to Mott MacDonald for the Tram Inspector. Final Tram Inspector Agreement is currently being negotiated with all parties - Ongoing.
- Lothian Buses have yet to take full operational responsibility for the Depot negotiations these are on going with CEC, due to be completed in March.
- Confirm requirements for Tram Livery.

Tram Delivery Milestones

Description	Baseline by Date	Latest Forecast/ Achieved Date
Start of Dynamic Tram Testing	02/12/2011	12/12/11A
Section A Completion	16/12/2011	16/11/11A
First Five Trams Dynamically Commissioned	23/02/2012	23/02/2012
Sixth Tram Delivered	14/02/2012	17/01/12A
Seventh Tram Delivered	14/02/2012	30/01/2012
Eighth Tram Delivered	13/03/2012	21/02/2012
Ninth Tram Delivered	13/03/2012	13/03/2012
Tenth Tram Delivered	11/04/2012	03/04/2012
Eleventh Tram Delivered	11/04/2012	11/04/2012
Twelfth Tram Delivered	11/05/2012	11/05/2012
Thirteenth Tram Delivered	11/05/2012	11/05/2012
First Ten Trams Dynamically Commissioned	30/05/2012	30/05/2012



Tram on the New Wheel Lathe

SOFT_ANALYSIS

SUCCESSSES	OPPORTUNITIES
<ol style="list-style-type: none"> Start of dynamic Tram Commissioning Testing Mott MacDonald introduced into Tram Inspector role Relationship with Project Teams. CAF Interface Manager (Mikel Iridar) appointed to strengthen Tram/Infrastructure Integration. CAF Maintenance Team are now in place and are Learning on the job through commissioning. Tram 6 to 10 planned to be delivered early. 	<ol style="list-style-type: none"> Euro Exchange Rate fluctuation against the pound Start system testing and commissioning on completion of Off Street Section (Airport to Shandwick Place crossover) leading to earlier commencement of Revenue Service date (early partial service on Off Street Section and early service on full route) Strengthening of Tram integration technical interface management
FAILURES	THREATS
None identified	<ol style="list-style-type: none"> Relationship between BBS (primarily Siemens) and CAF needs to be strengthened on integration and coordination of testing. Late commencement of Revenue Service Commencement Date causes CAF to claim costs and EOT. CAF documentation Procedures (Not Design). Need to convert plan to handover responsibility of depot operations from ETL to Lothian Buses. Finalisation of the Tram Inspector agreement.

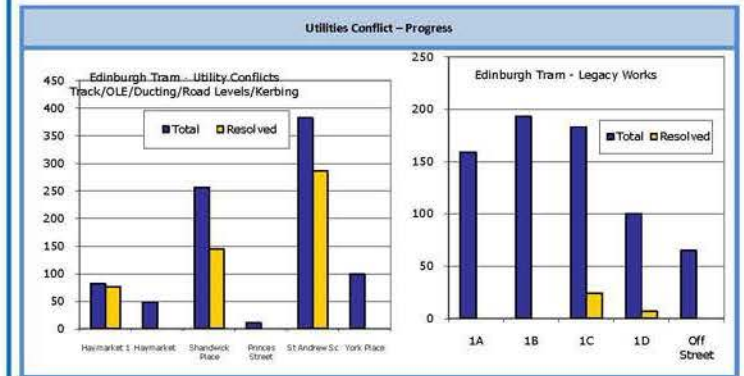


Gogar Depot

Produced by	Shirley Collin & Rob Leech	SECTION	ON STREET DASHBOARD REPORT		Employer	City of Edinburgh Council
Approved by	Julian Weatherley	Issue By:	Turner & Townsend Project Management Limited, 9 Lochside Avenue, Edinburgh Park		Address	Waverley Court, Edinburgh, EHS 8BG
Status	FINAL	Issue Date	13-02-2012	REPORTING PERIOD	28th January to 13 th February 2012	Project:
						Edinburgh Tram Network

PERIOD
PROGRESS
<ol style="list-style-type: none"> Works to address utility conflicts in Shandwick Place and St Andrew Street have continued. Excavating and backfilling air raid shelter in H1 has continued OLE pile cap construction is continuing in H1 Early completion of non M&E Princes Street works being targeted Princes Street works at the Mound are progressing well for 3 March target opening date although only one lane may be available initially due to Scottish Water legacy works Prolongation assessment complete and will not impact the project end date, potential commercial liability accounted for in this periods cost report. Planning for Haymarket 2-5 on 24 March 2012 nearing completion, enabling works to reconfigure junctions have commenced De-scoping of design work north of York place now agreed Works required in the Forth Ports/Lindsay Road area assessed and programme being developed. Legacy works north of York Place – Procurement strategy agreed Instructions have been issued in relation to the cost engineering initiative Scottish Water legacy works have commenced

LOOK AHEAD
The following items will be progressing during the coming period:
<ol style="list-style-type: none"> Enabling works in Haymarket to Shandwick Place due to commence 24 March 12 Closure of Princes Street east bus lane 03 March 12 Utilities team is also beginning planning work in relation to the utilities at York Place. Infraco works will continue in Haymarket 1 including pile cap construction, filling of the air raid shelter and earthworks to allow construction of the track slab and pavements. Utility conflict works in Shandwick Place – Completion 14 February 12 ahead of Rev 4 programme Remedial and non M&E works by Infraco will continue in Princes Street and Turner & Townsend will seek to carry out some legacy works in the area ahead of completion of the non M&E works in the summer of this year. Utility conflict in St Andrew Street North and St Andrew Square – 14 February 12 in accordance with Rev 4 Work in St Andrews Street South delayed until end March 12 Piling works in St Andrew Square and Shandwick Place are due to commence Develop a comprehensive close out strategy for Forth Ports & Lindsay Road Develop a more integrated communications strategy in conjunction with CEC and BBS



PHOTOGRAPHS	
<p>BBS Works at Haymarket</p>	<p>BBS Works at Haymarket</p>
<p>McNicholas works Lothian Road</p>	<p>McNicholas works Shandwick Place</p>
<p>Princess Street</p>	<p>Princess Street</p>
<p>McNicholas St Andrew Square</p>	<p>McNicholas St Andrew Square</p>

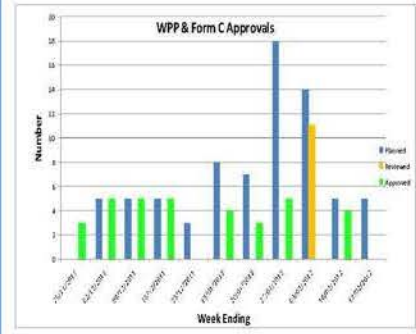
KEY ISSUES				
<ol style="list-style-type: none"> Infraco drainage connections in Haymarket and Shandwick Place have been rejected by Scottish Water Scottish Water relationship generally Legacy works within tram worksites – Possible delays, categorisation being finalized Legacy works at North of York Place – PQQ being finalized Delays at St Andrew Street – Mitigation measures being implemented Utility conflicts outside DKE +2 Infraco compliance – Princes Street inspection 				
CEC ACTIONS / DECISIONS				
<ol style="list-style-type: none"> Obtaining permissions in support of the location of revised OLEs in Princes Street and design approvals at Dublin Street & Picardy Place 				
ON STREET SOFT ANALYSIS				
<table border="0"> <tr> <td> SUCCESSES <ol style="list-style-type: none"> Cost engineering initiative – TM Phasing Good working relationships with BBS Curtail design north of York Place </td> <td> OPPORTUNITIES <ol style="list-style-type: none"> Optimize revised traffic phasing Close out works at Forth Ports & Lindsay Road </td> </tr> <tr> <td> FAILURES <ol style="list-style-type: none"> Carriageway vertical alignment in south St Andrew St SDS OLE design MUDFA design, as built, contract administration & supervision Lack of clarity over consents requirements & ownership </td> <td> THREATS <ol style="list-style-type: none"> Crawley Tunnel Works – Impact on Mound opening Legacy works at Leith Walk Legacy works within tram worksites Scottish Water relationship Unknown utilities Approval of OLE/Dublin Street & Picardy Place Infraco delay to Rev 4 due to utilities Infraco non-conformance in Princes Street Infraco drainage connections in Haymarket and Shandwick Place </td> </tr> </table>	SUCCESSES <ol style="list-style-type: none"> Cost engineering initiative – TM Phasing Good working relationships with BBS Curtail design north of York Place 	OPPORTUNITIES <ol style="list-style-type: none"> Optimize revised traffic phasing Close out works at Forth Ports & Lindsay Road 	FAILURES <ol style="list-style-type: none"> Carriageway vertical alignment in south St Andrew St SDS OLE design MUDFA design, as built, contract administration & supervision Lack of clarity over consents requirements & ownership 	THREATS <ol style="list-style-type: none"> Crawley Tunnel Works – Impact on Mound opening Legacy works at Leith Walk Legacy works within tram worksites Scottish Water relationship Unknown utilities Approval of OLE/Dublin Street & Picardy Place Infraco delay to Rev 4 due to utilities Infraco non-conformance in Princes Street Infraco drainage connections in Haymarket and Shandwick Place
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Produced by	Shirley Collin & Shirley Mushet	SECTION	OFF STREET DASHBOARD REPORT	Employer	City of Edinburgh Council
Approved by	Julian Weatherley	Issue By:	Turner & Townsend Project Management Limited, 9 Lochside Avenue, Edinburgh Park	Address	Waverley Court, Edinburgh, EH8 8BG
Status	FINAL	Issue Date	13-02-2012	REPORTING PERIOD	28 th January to 13 th February 2012
				Project:	Edinburgh Tram Network

PROGRESS IN PERIOD
<ol style="list-style-type: none"> Russell Road Retaining Wall W3 site clearance commencement; Russell Road Retaining Wall W4, 1- 9 wall construction; Initial positive indication from Network Rail on a soil mix solution at Murrayfield; Roseburn Street Structures; sewer diversion and bored piling continuing; Water of Leith Bridge; sheet piling and pile cap excavation; Baird Drive Retaining Wall; earthworks continuing; Balgreen Road Bridges; temporary works complete and east abutment of tram bridge excavation commencing; Sewer outfall connection at South Gyle Access Bridge; Carrick Knowe; earthworks and sub base progressing; Undertaking the bus gate earthworks and drainage and preparing the track formation; Edinburgh Park Corridor; drainage and sub-base construction continuing; Edinburgh Gateway; Transport Scotland still considering options; Haymarket Yards reopened; Haymarket walkway replaced; A8 Underpass; last section of the deck poured and waterproofed; Soil Nailing Complete at Gogar Landfill; NIL crossing future proofing duct and drainage installation crossing 2 complete; Ingliston Park and Ride tram stop construction progressing; Airport retaining wall; sheet piling complete; Eastfield Avenue works continuing; Scottish Power wayleave signed and Scottish Power started on site; and Secant piling continuing at the airport.

LOOK AHEAD
<p>The following items will be progressing during the coming period:</p> <ol style="list-style-type: none"> Haymarket Yards track works to commence adjacent to the railway corridor; Russell Road bridge construction east abutment to be cast; W4 1-9 wall construction continuing; W4 20 - 29 piling continuing; Roseburn Street structures continuing to pile; Depot Access Bridge continue piling; West pile cap on Roseburn Street Bridge commencing; Murrayfield Stadium Retaining Wall and Underpass; method of work to be agreed with Network Rail for ground improvement works – design proposals to be submitted to NR w/c 13 Feb; Murrayfield Tram Stop works ongoing; Water of Leith temporary sheet piling for east and west abutment; Baird Drive earthworks continuing; Track laying continuing between Gogar and Ingliston Park and Ride; SGN design works to be verified; Gogar landfill; sewer diversion; Eastfield Avenue; Crossing works continuing; and Secant pile wall at the airport continuing.

NETWORK RAIL APPROVALS
<p>Week Ending 3rd February 2012</p> <p>14 documents reviewed 11 reviewed and returned for amendments, two with TPR and one with NR</p> <p>Week Ending 10th February 2012</p> <p>4 documents approved from the week before.</p> <p>Note</p> <p>Discussions with Network Rail on Tuesday 7th February 2012, agreed to move away from the priority list to a complete list for the remainder of the project, as we are now gaining more review time between documentation being submitted and the works commencing on site.</p>



Produced by	Shirley Collin, Mike Mackenzie & Peter Smith	Function	COMMERCIAL			Employer	City of Edinburgh Council
Approved by	Gary Easton	Issued By:	Turner & Townsend Project Management Limited 9 Lochside Avenue, Edinburgh Park			Address	Waverley Court, Edinburgh, EH8 8BG
Status	FINAL	Issue date	13 February 2012	Reporting Period	27 Jan to 10 Feb 2012	Project	Edinburgh Tram Network

Summary:

- The AFC for Infracore Works, Utilities Diversions and Trams is £500.1M and is in line with the budget.
- A detailed cost report has been prepared and a full report will be issued at the end of this Period (24 Feb). CEC can inspect the working report in the Project Office used to generate the cost data.
- The AFC does not contain the potential benefits from the value engineering at this stage. Refer to the VE section overleaf for the current status. We will agree with CEC how the VE savings are incorporated into future cost reports as VE savings move through the instruction process.
- We have agreed with CEC that the draft QSRA/QCRAs will be updated once the revised programme has been established. The revised programme will be concluded w/c 20 Feb with QSRA/QCRA to follow.
- The revised QSRA/QCRAs will be used to mitigate risks and advise on forecast contingency requirements. The current forecast contingency balance is £6.80M which represents the original contingency less Approved Change, Change in Progress and Anticipated Change.
- Cost movements will be tracked over the 4 week reporting period using the weekly CEC/T&T Change Meeting as the cut off for the reporting period. Movements in the interim and period reports will be highlighted.
- A summary of the cost movements (EMs) in this period are:

Reporting Date	Approved	In Progress	Anticipated Change	Forecast Contingency
27th January	3.51	5.75	15.03	7.21
10 th February	3.45	5.72	15.50	6.80
Movement	-0.06	-0.03	0.47	-0.41

- Note: The balance of the utilities diversion costs, utility company cost and the delay in signing Rev3A to Rev 4 are included in Anticipated Changes. These costs are subject to further development and mitigation.
- Contributions from 3rd Parties, Stakeholders and other CEC budgets amount to £2.7M which reduces the original budget provision for Opportunities from £11M to £8.3M.
- The Cost report includes £8.3M for opportunities. Secured V.E is £6.6M with potential for £17.2M
- BBS have raised 18 Nr commercial issues; 15 Nr On-Street and 3 Nr Off - Street
- There are 5 Nr issues which require to be agreed in principle (refer RED items on the Commercial Issues table opposite)
- A report has been issued to CEC following our meeting with McGrigors. The report identifies a variance between the Mediation Heads of Terms in relation to the client taking the risk relating to all utility diversions and the requirement of the Settlement Agreement that utilities must be discovered to result in a variation. Further investigation would be required to determine what BBS (SDS) knew (surveys, designs, and desktop analysis of utility company records) in order that the discovery test could be established. The cost report contains £2M of costs associated with the consequences of utilities on OLE foundations (delay to BBS, piling costs and standing time etc). CEC are reviewing how this is taken forward.
- The Utilities estimate has been determined by an assessment of the numbers, types of conflicts and estimated cost per conflict. Owing to the basis of records, foam concrete, steelwork within the road base, the full scope of work exceeds work to resolve conflicts. In addition the SW legacy items, Haymarket to York Place are now included. A resource based estimate is being produced to provide a "cross check" on the conflict cost model. This will be available at the end February.
- We have agreed that a revised milestone profile will be prepared when the revised programme is concluded. This will be used to agree a revised contract milestone payment schedule with BBS.

CHANGE

Period Approved	
Approved to 27 January reporting date	£3,514K
Amendment to design costs for cycleway at The Mound	2
Omit landscaping in Section 7 – Plot 304	-201
Provision of SDS Designer to resolve utility clashes	69
Provision of a CAD Technician	2
Detailed design of York Place	56
On street – worksite modelling	10
TOTAL	£3,452K

In addition to the above table, the following items included in the VE total have been approved during the period

- Cancellation of trackwork materials York Place to Newhaven
- Omit Siemens work to Tower Place and Victoria Dock bridges
- Delete proposed cladding to Roseburn Viaduct Structures
- Ordering setts for on street works (part de-scope/part CEC contribution)
- Road Reconstruction specification

IN PROGRESS

Key Items

- Additional allowance for design associated with relocation of OLE bases as a result of utility conflicts (Shandwick Place) - £0.03M;

ANTICIPATED CHANGE

Key Items

- LV supply to Airport Tramstop and Kiosk: £30k
- Further design changes to OLE resulting from utilities (York Place): £200k
- Rebuild SW Manholes to create back drops (c. 25Nr): £TBC
- Fibre net utility charges (locked communication / telecoms box in St Andrew Square): £250k

Commercial Issues

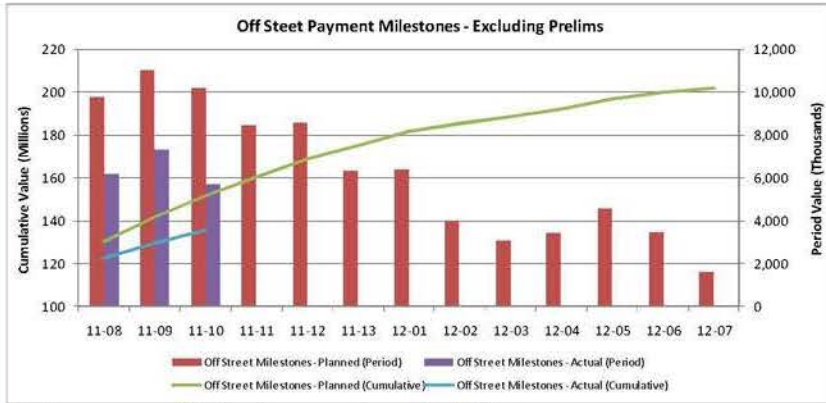
Description	(EM)
Revised design to minimise utility diversions / conflicts - used for slit trenching and trial holes	0.25
Princes Street - 500mm Water Main Diversion	0.77
Utilities affecting the construction of OLE foundations	1.71
Site Wide - Power to bus trackers affecting the ability to remove site clearance items	0.02
Site Wide - Increased number of drainage boxes including installation	0.02
Haymarket H1 - Third Party (McNicholas) affecting ability to progress the works	0.00
Haymarket H1 - BT Fibre Optic Service requires diverting	0.11
Princes Street - Amend the design of the St. Johns Church OLE bases	0.02
Princes Street - 2011 Christmas Embargo - Temporary Surfacing of Track Infills	0.29
St Andrew's Square & Shandwick Place - Traffic Management Requirements	0.18
Haymarket 1 - OLE Base Relocations	0.00
On Street Generally - Worksite Modelling	0.01
BT Diversion at Waverley Bridge	Inc
Unidentified utility discovered when piling (OLE 131 100A)	0.00
Payment for Utility diversions off site outwith BBS's scope (cost report assumes cost neutral)	0.34
DDA Footpath Roseburn Viaduct	0.30
Rebuild SW Manholes to create back drops (c. 25Nr)	t.b.c
Low voltage supplies to Airport Tramstop Cabinet	0.03

[Note: amounts will be updated / reconciled with BBS 4 Feb Period End Estimates and the 24 Feb Cost Report]

Produced by	Shirley Collin, Mike Mackenzie & Peter Smith	Function	COMMERCIAL			Employer	City of Edinburgh Council
Approved by	Gary Easton	Issued By:	Turner & Townsend Project Management Limited 9 Lochside Avenue, Edinburgh Park			Address	Waverley Court, Edinburgh, EH8 8BG
Status	FINAL	Issue date	13 February 2012	Reporting Period	27 Jan to 10 Feb 2012	Project	Edinburgh Tram Network

COST MILESTONES

ON STREET



The milestone payments differ from the contract milestones for the following reasons:
 Contract milestones are based on Programme revision 3 whereas contract programme is based on revision 4.
 Contract milestone schedule indicates all payments are at completion of the milestone. Actual payments are based on partial completion (in accordance with the contract provisions)

OFF STREET



The milestone payments differ from the contract milestones for the following reasons:
 Refer to comments above

Cost / Value Engineering Status (£M's)

Remove embargoes and revised TM Edinburgh Gateway	6.46	Represents 50% - subject to ongoing review
Setts (separate CEC budget)	1.00	Transport Scotland Instruction required
De-scope public realm at St Andrew Sq	0.70	Part saving: de-scope and contribution from CEC
Contributions 3rd Party Agreements	2.68	CEC Approved, instruction to be issued w/c 13 Feb
De-scope works at Forth Ports	2.44	Included in Cost Report
Omit Airport Tram Kiosk and Canopy	0.15	Instructed
Temporary tram stop at York Place	0.15	Subject to final approval
Redeployment of Trams	0.15	Design instructed - review held to minimise construction
Cancel track York Place to Newhaven	1.10	Budgeted saving 2014
Omit Siemens works at Tower Place	0.10	Represents 50% - Instructed
Turner & Townsend / CEC resources		Represents 50% - Instructed
Shared recovery vehicle		Ongoing
Road re-construction depth		Not taken forward
Design freeze north of York Place	0.70	Ongoing
Reduced requirement for storage	0.25	Ongoing
Lay off TM at Forth Ports/Leith Walk	1.00	Confirmed, committed expenditure to be reviewed.
Roseburn Viaduct Cladding	0.18	Existing storage needed, reduce future storage
	0.30	Scoping document required
	0.30	Instructed
Total	17.21	
Secured to date	6.62	

Top Ten Risks

Risk	Level	Owner	Comments
Risk that the project relationship with Scottish Water deteriorates and access to utilities and resolving of delay issues becomes prolonged	RED	Rob Leech	New Scottish Water Specific risk Ongoing Liaison and meetings in place Dedicated Scottish Water account Manager appointed Steering Group Set up and attended by Project Director
Discovery of additional Track construction conflicts (Live)	RED	Stephen Lewcock	Utility owners providing live and dead drawings SIB Trenching New Traffic Management plan being implemented and incorporated in Rev 4c Programme
Tram (CAF) / Infrastructure (infracore) integration risk. Risk that Infrastructure and Tram meet the employers requirements but are incompatible such that system is inoperable	RED	Martyn Ayres	Tram integration manager appointed CAF Interface manager (Mikel Irizar) to start from mid-January 2012 Section testing ongoing Programmed testing of complete track prior to project completion
Risk of delay due to or failure to obtain NR approval to build as a result of clause 16.2 (NwR corridor)	RED	Shirley Musher	3rd party rep approved by NR. Meetings ongoing with NR. Assisting contractor in production of a detailed plan for the submission and approval of NR approval documentation. Co-located team now onsite Delay activity records kept
Risk that contract is moved to cost reimbursable	RED	Julian Weatherley	Weekly PMC meetings Escalation to control meeting where necessary
Late 3rd party claims for utility/property damages from works	RED	Rob Leech	Utility provider presence on site SW legacy works included in forecast
Design approvals milestones are not met in line with rev4 programme	RED	Rob Leech	Fortnightly design team meeting attended by all stakeholders Tracking SDS Design Programme Traffic light system for design approvals SDS design programme is incorporated into Master Schedule
Additional land required to allow construction	RED	Rob Leech	Key areas identified and process for land registry identification etc put into action via CEC
Risk that the public, politicians and media are mis-informed about the project and TM plans	RED	Bob McCafferty	New Risk raised by the TS Communications team Strategy & resource plan being developed by joint communications group. This will aim to produce regular, reliable and timely communications of information to the public, council and media
Risk that project delivery team fails to deliver against the Contract Programme Narrative	RED	Julian Weatherley	Mitigation plans to be developed for each assumption Master Schedule to incorporate the dependencies against which the Programme Narrative assumptions are defined Ensure programme assumptions are accommodated in the Rev 4c programme