

FINAL

8 Off Street Works

8.1 Progress in Period

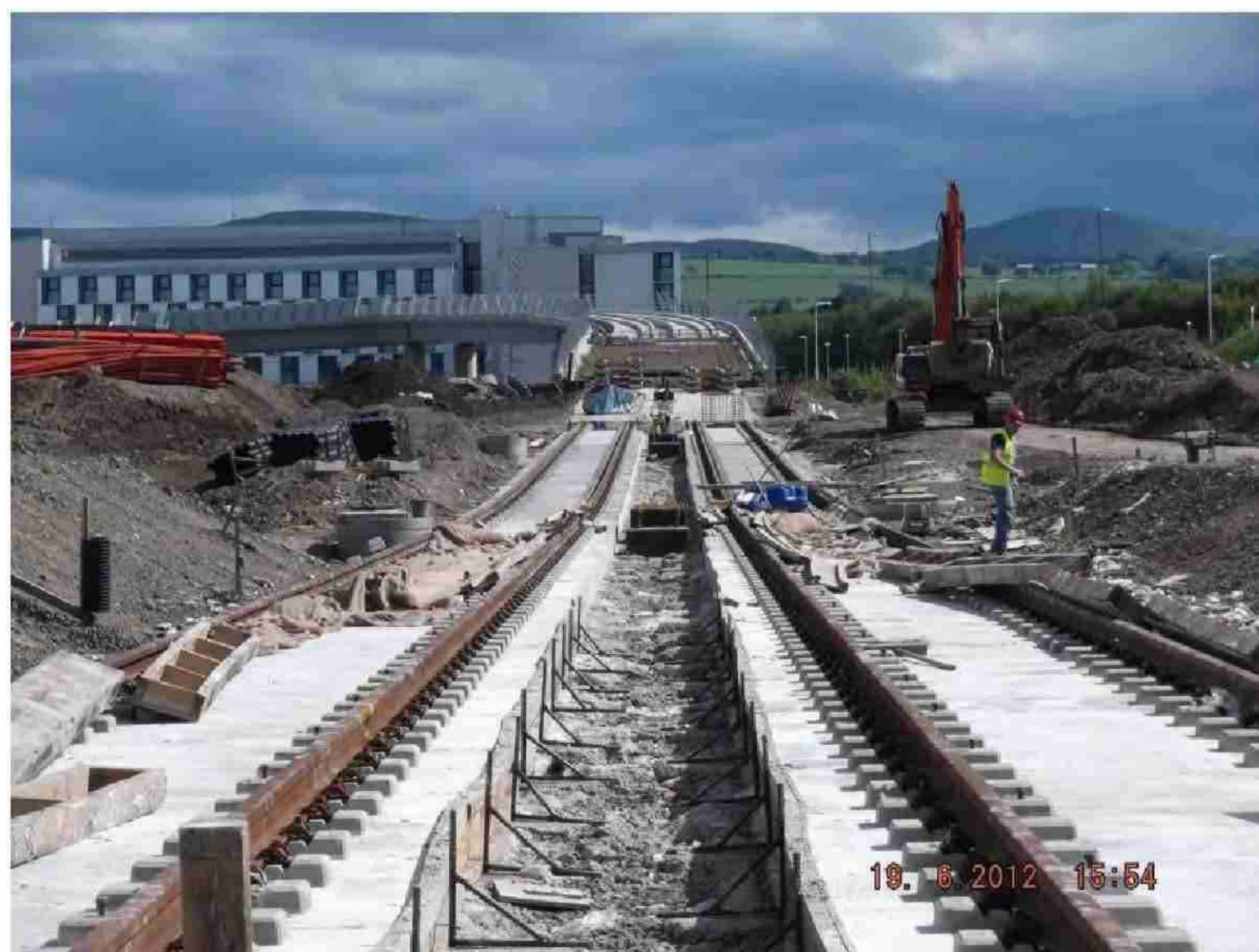
8.1.1 Edinburgh Gateway

The Issue for External Approval drawings have been received from BBS for the King Post Wall following which Infracore have been instructed to commence their sub-contractor procurement. In addition, an instruction has been issued to enable the progression of critical advance construction works. These include sewer location trial pits, the construction of the attenuation tank and the foundation for the radio mast. Work has already commenced on these items.

It has been requested that CEC Planning Department consider the change in solution to be non material. Network Rail have agreed in principle to the wall encroaching into the track support zone providing certain conditions were met.

8.1.2 Edinburgh Park

Track work has progressed well in the Edinburgh Park corridor with Lochside Avenue crossing being installed within two consecutive weekends. The majority of the sleepers and the track have been placed and pouring of the concrete base slabs has commenced.



Edinburgh Park Track Installation

FINAL

8.1.3 Balgreen Access Bridge Removal and Installation

This period has seen an intensive period of bridge work at Balgreen with associated weekend road closures. The Network Rail access bridge was removed on the 2nd and 3rd of June 2012. The abutment cill beams were placed on the 9th and 10th of June 2012 and the bridge beams landed the following weekend. The next piece of major activity will be the tram bridge installation at the start of August.



Balgreen Bridge Beam Installation

8.1.4 Other items of progress:

During the period, good progress has been made throughout the Off Street section of the project, including:

- Retaining wall at the airport is nearing completion
- An initial layout for the revised airport tram stop has been received from BBS this has been commented on by Lothian Bus with subsequent communications with CEC. BBS have been instructed to continue with the design.
- Ducting and drainage continuing at Gogar Landfill
- Edinburgh Gateway construction commencing
- A8 underpass west side wall linings complete
- Gyle Broadway crossing continuing
- Bankhead drainage is 50% complete
- Abutment works are progressing on South Gyle Access Bridge.

FINAL



South Gyle Access Bridge Abutment Construction

- Carrick Knowe track installation is continuing.
- Work continuing on the Water of Leith bridge abutment prior to the bridge beams being landed.



Water of Leith Bridge Abutment

- The soil mixing rig has been mobilised and has commenced ground improvements at Murrayfield.
- Civil and track works at Haymarket Yards are complete and are awaiting snagging inspection in June.
- The Haymarket Stop paving is continuing with the footpath on the south side being temporarily being moved into the road to allow the permanent pavement to be formed. Cladding is also continuing at Haymarket.
- BBS have moved from the Network Rail car park at Haymarket to allow Network Rail to commence their station works.

8.2 Key Issues

8.2.1 Airport

Utilities have been uncovered at the airport which are now causing a delay to the progression of tram ducting works. Progress in resolving whether these cables are live is slow with the airport not being proactive in resolving these issues. As a result Infracore are taking steps to either divert these cables or redesign the tram ducting.

8.2.2 Network Rail Haymarket Station Interface

Network Rail have agreed that they will undertake the works to resolve the clash between the tram drainage and their station column within the Haymarket car park. The commercial aspect of this has still to be agreed and Network Rail have been asked to confirm why they consider the tram project should be responsible.

8.3 Look Ahead

The following works will be progressed during the coming period:

- Retaining wall construction completion along the Gogar Burn.
- Preparation for the Water of Leith, South Gyle Access and Balgreen tram bridge beams being landed.
- Bankhead Drive earthworks and drainage are continuing.
- Track plinth construction on Carrick Knowe bridge.
- Ground improvements at Murrayfield shall be completing on the embankment structure S21B and continuing on S21C Murrayfield underpass.
- Continuation of the cladding and paving works on Haymarket Viaduct.

9 Trams

9.1 Progress in Period

Testing and Commissioning on the Mini Test Track (MTT) is now progressing slightly ahead of schedule, with no issues reported following the handover of the MTT to the Operator.

Sixteen trams have now been delivered to Gogar Depot, with fourteen having completed Interim Routine Testing on the MTT. A further two trams will complete routine testing in the next period. The final tram is still scheduled for delivery on the 12th of December 2012, with routine testing scheduled for completion on the 29th of January 2013.

Specific technical issues are now being identified during testing and operation of the trams at Gogar Depot, by both the Tram Inspector and the Operator. These issues are initially being managed through the Tram Liaison Meeting held between CAF, ETL and Turner & Townsend, with progress to be reported in the monthly CAF Period Report.

Turner & Townsend facilitated a workshop on the 30th of May 2012, to allow all stakeholders to review comments raised on the BBS Section B Completion Programme. Formal comments on this and on the BBS Test and Commissioning Plan were submitted to BBS immediately following this workshop. While an informal update of the programme has been received, Turner & Townsend are still awaiting a formal response to the comments raised on the programme and plan.

Following the workshop held on the 30th of May 2012, BBS have agreed to arrange a monthly review of the Section B Completion programme, to be attended by BBS, CAF, ETL and Turner & Townsend, to discuss commissioning and integration programming and issues.

CEC have decided not to progress with the implementation of the Bus Tracker system at this time. A Client Change Request has been issued to instruct CAF to make safe the wiring fitted for the installation of the Bus Tracker and to fit a blanking plate to the cab console.

CEC have confirmed that Lothian Buses are acting as agents for CEC for the procurement of Ticket Vending Machines (TVMs). Turner & Townsend will support both CEC and Lothian Buses in the procurement process, when requested to do so.

9.2 Key Issues

Both the Tram Inspector and the Drivers are now identifying technical issues on trams, as a result of the increase in test running and maintenance mileage accumulation, however there is currently no robust process in place to manage these issues to completion. Turner & Townsend will support ETL and CAF to develop a Failure Reporting and Corrective Action System (FRACAS) process, to manage the identification, investigation and rectification of technical issues raised by the Tram Inspector and Operator during tram testing and operation at Gogar Depot.

There were two new technical issues identified during the period:

- Passenger Information and CCTV system test failures

The Tram Inspector has raised concerns regarding these systems, as they are repeatedly failing during test and their performance post test is showing signs of deterioration. Turner & Townsend are awaiting information on the root cause and rectification plans to address both elements of this issue.

FINAL

- Incorrect operation of the cab speaker volume control

The Operator has raised a concern regarding the functionality of the volume control, which appears to be reducing volume on occasion when an increased volume is required. Turner & Townsend have requested CAF to provide information on the root cause and rectification plan for this issue.

Ticket Vending Machines (TVMs) – Lothian Buses are yet to confirm the Preferred Bidder status for TVMs. CEC have confirmed that Lothian Buses will act as their agents in the procurement process.

9.3 Look Ahead

The following items will be progressed during the coming period:

- Tram Commissioning Plan;
 - Seventeenth tram (#263) due to be delivered on the 2nd of July 2012.
 - Two additional trams to be delivered in the next period
 - Interim Routine Testing scheduled to be completed on three trams in the next period.
 - Interim Routine Testing scheduled to be completed on all trams by the 29th of January 2013
- Turner & Townsend will support both ETL and CAF in the development of a Failure Reporting and Corrective Action System (FRACAS) procedure, to allow technical issues identified during the test and operation of the trams to be managed through to resolution.
- The Engineering Change Control procedure will be completed and agreed for trams, to ensure compliance with the ROGS responsible person's requirements in relation to technical change at Gogar Depot.

Turner & Townsend will support BBS in arranging a meeting to discuss the Section B Completion Programme with all stakeholders, following the workshop held on 30th May 2012.



FINAL

10 Assurance

The uploading of information to the project evidence file, is currently being delayed as the site has not been transferred over to the new SharePoint. A software product to facilitate the transfer between the two sharepoint systems has now been agreed. The work should be completed during the next period.

Independent Competent Person Request For Information 022 - Confirmation of As-Built DKE Clearances was raised during the period. It requires the project to assure that Dynamic Kinematic Envelope (DKE) clearances notified as sub-optimal in Request For Opinion-021 are verified to be no worse than stated Bilfinger Berger. A response from Siemens is awaited.

Requirements Management – Verification and Validation has progressed to an agreed Status and is now 98.4% complete.

To address design concerns at Gyle tram stop, raised by CEC, a meeting was held on 15th June 2012. All parties agreed that the lack of tactile paving at the west side of the Gyle tram stop would not create a problem for visually impaired members of the public as there would still be a change in surface texture from the adjacent grass track area.

10.1 Quality

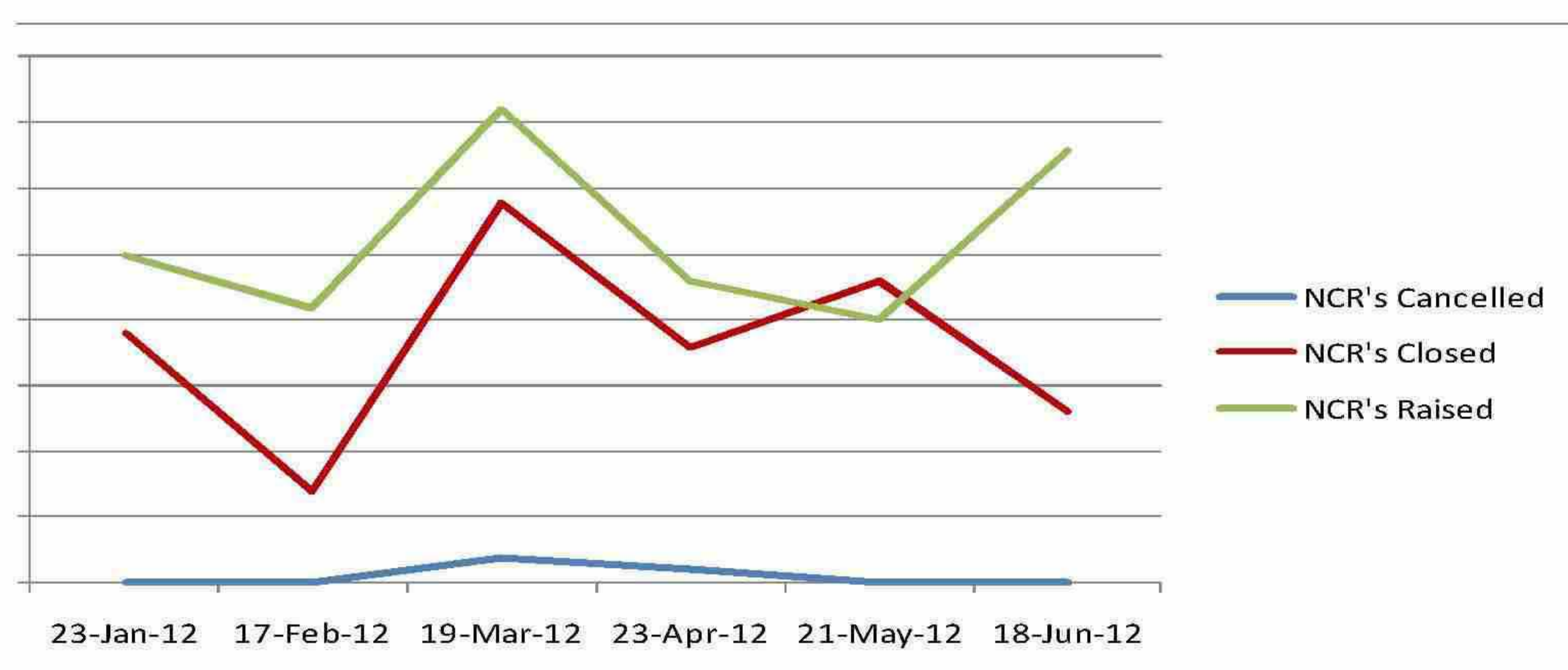
The number of NCRs raised to date is 538. 33 NCRs were raised during the period and 13 NCRs were closed out during the period.

14 no open NCRs are greater than 6 months old. Details may be found within Section 6 of Deliver a Safe Tram (See Appendix 2)

The Road Safety Audit Stage 3 has been undertaken to identify any residual safety issues remaining prior to the re-opening of Prices Street. Infracore are currently closing the snags identified.

There has been a rise in the number of NCRs that relate to defective materials, due to a spate of failures of 28 day concrete test cubes.

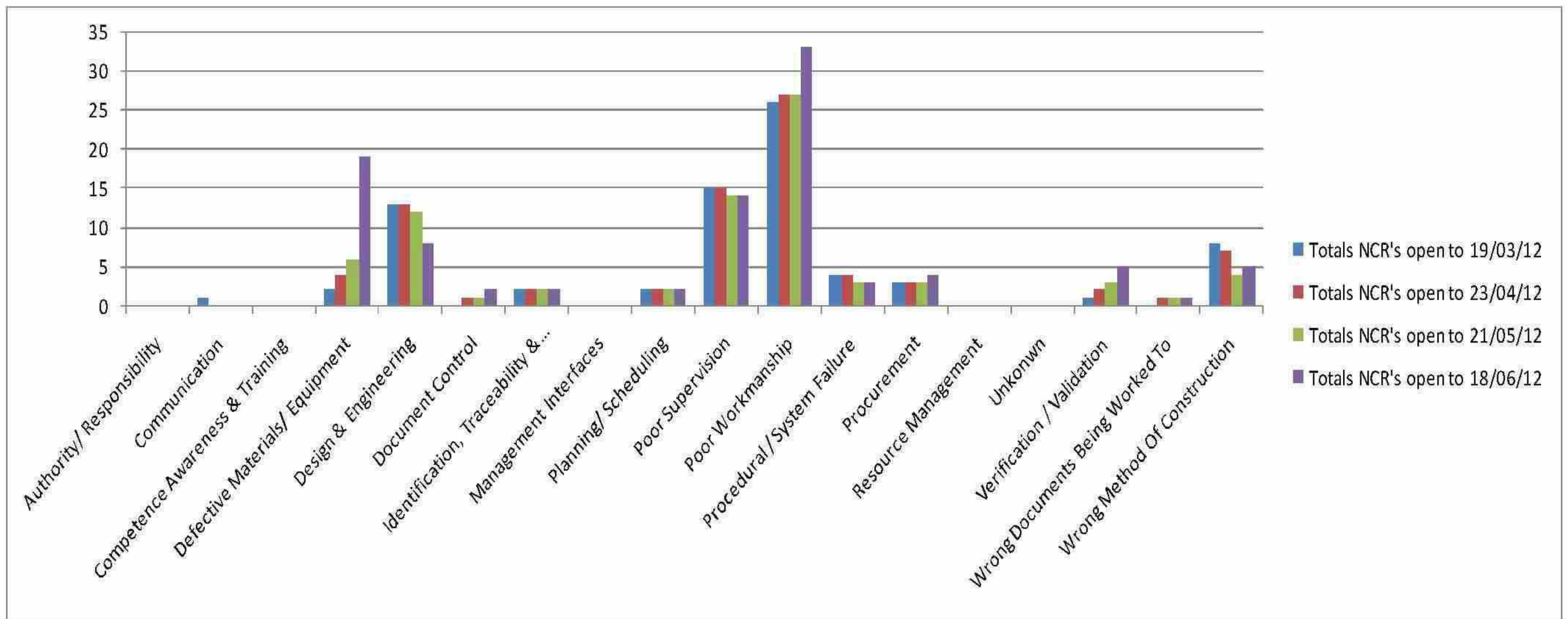
Summary of non conformances;



Progress Report No. 9 27th May to 23rd June 2012

FINAL

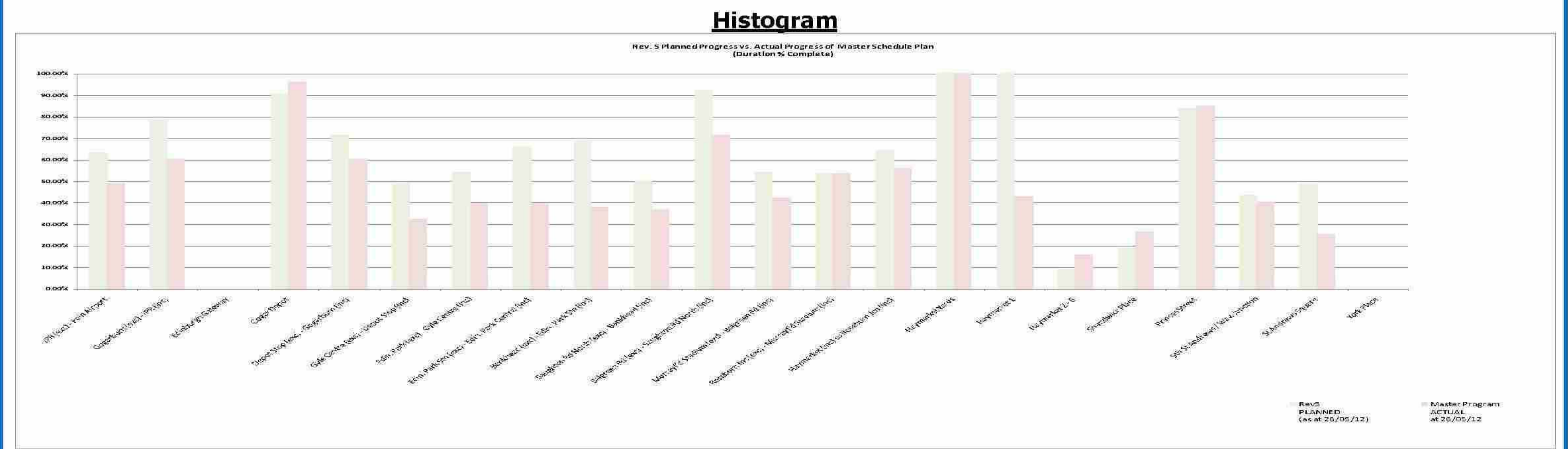
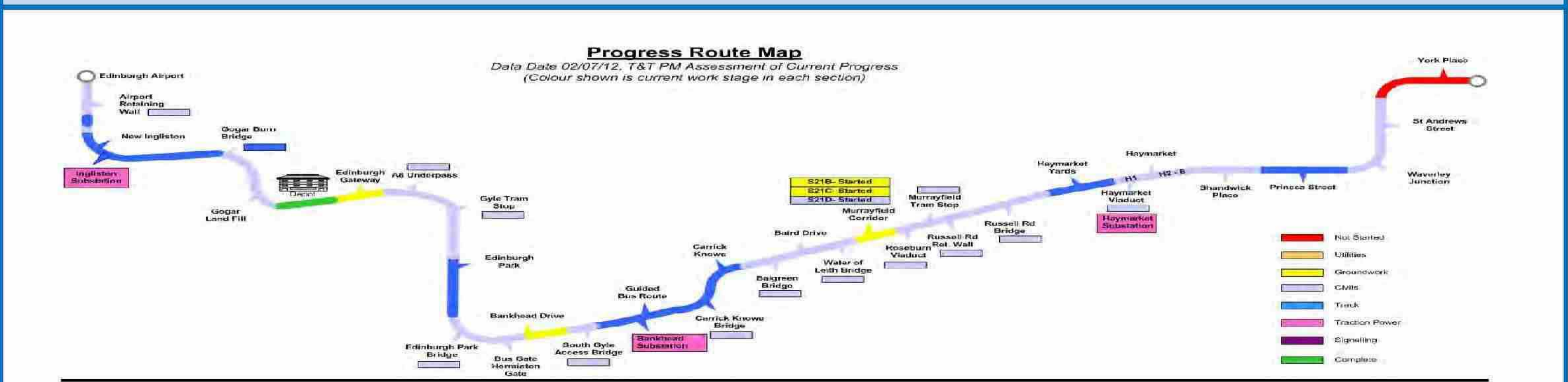
Classification of open non conformances



Appendix 1 – Dashboards

Produced by	Julian Weatherley & Shirley-Anne Collin	SECTION	SUMMARY DASHBOARD REPORT CONFIDENTIAL – LEGALLY PRIVILEGED AND FOI(S)A EXEMPT			Employer	City of Edinburgh Council Waverley Court, Edinburgh, EH8 8BG
Approved by	Julian Weatherley	Issue By:	Turner & Townsend Project Management Limited, 9 Lochside Avenue, Edinburgh Park			Address	
Status	FINAL	Issue Date	02-07-2012	REPORTING PERIOD	27 th May 2012 to 23 rd June 2012	Project:	Edinburgh Tram Network

Executive Summary	CEC Actions / Decisions
<ol style="list-style-type: none"> There were 17 incidents recorded during the period none of which were identified as Serious / Significant. Think Before You Act action plans have been confirmed. Discussions continue between Infracore and SEPA in relation to soil removed from Baird Drive. Nine weeks of the 22 week time bank have been confirmed however this is expected to increase to 12 weeks once reporting period data has been completed. Revision 5 of the contract programme has been submitted by Infracore and approved by Turner & Townsend. McNicolas have been continuing with the excavation for tram box construction and the installation of drainage in order to mitigate against disruption to the On Street Infracore works programme Preparations remain on programme for the commencement of the York Place utilities works by 16th of July 2012. A localised section of a sewer in Grosvenor Street has been repaired following its collapse. Discussions are ongoing with Scottish Water in relation to financial responsibility. Tender returns for the Leith Walk utilities works and currently being assessed and T&T are working towards a works commencing in late August 2012. Infracore works in the On Street areas have progressed in Haymarket, Shandwick Place and St Andrew Street although BBS have advised of further slippage to the On Street programme. Further erosion of the "time bank" is anticipated as a result. Princes Street remedial works have been completed and the road opened to traffic on 30 June following handover from Infracore to CEC. Following completion of Issue For External Approval (IFEA) drawings, Infracore have been instructed to commence their tender process for the Edinburgh Gateway king post wall solution. A number of Off Street works items have progressed this period including: trackwork through the Edinburgh Park corridor and Carrick Knowe, the installation of Balgreen Access Bridge, ducting and drainage to Gogar landfill, Gyle Broadway crossing and Bankhead drainage works. The airport retaining wall is also nearing completion. Soil mixing has commenced through the Murrayfield Corridor. BAA have raised concerns over the constructed levels of the Eastfield Avenue road crossing. CEC are in discussions with BAA over a resolution. Sixteen trams have now been delivered to the depot with fourteen trams having been issued with Tram Routine Test Certificates. The forecast cost has increased by £319K in the period as a result of Princes Street remedial works and a more prudent position on the non-recovery of Infracore prelims. The risk and opportunity forecast is being updated and will be presented to the CEC project team for comment before formal issue. Allowances in the Anticipated Change section of the report have been reduced following a clarification on the scope of track bridging and OLE piling. 	<ol style="list-style-type: none"> Haymarket wayleave – Close out of the wayleave with Scottish Power and Network Rail. Dublin Street steps – Support in obtaining permissions at Dublin Street Steps. Bus Tracker Systems – Decision has been made that the Bus Tracker system will not be fitted to trams at this time.



Produced by	Julian Weatherley & Shirley-Anne Collin	SECTION	SUMMARY DASHBOARD REPORT CONFIDENTIAL – LEGALLY PRIVILEGED AND FOI(S)A EXEMPT			Employer	City of Edinburgh Council Waverley Court, Edinburgh, EH8 8BG
Approved by	Julian Weatherley	Issue By:	Turner & Townsend Project Management Limited, 9 Lochside Avenue, Edinburgh Park			Address	
Status	FINAL	Issue Date	02-07-2012	REPORTING PERIOD	27 th May 2012 to 23 rd June 2012	Project:	Edinburgh Tram Network

KEY MILESTONES

Section	Description	A Rev 5 Schedule Date	B Forecast/Actual Date	B-A=C Var. (d's)	Completed	Crit. Path	Comments
Section Completions							
ALL	Section A; Depot complete	16-Dec-11	16-Dec-11	0	✓	Y	Complete
ALL	Section B; Test Track complete	08-Mar-13	18-Mar-13	10		Y	Gogarburn retaining wall is critical.
ALL	Section C; All construction complete	09-Apr-14	31-Jan-14	-68		Y	Potential for improvement to York Place construction timescales. Which switches the Critical Path to the Gateway
ALL	Section D; open for revenue	08-Jul-14	01-May-14	-68		Y	Potential for improvement to York Place construction timescales. Which switches the Critical Path to the Gateway
On Street							
Haymarket							
On-Street	Haymarket 1 Complete	04-Apr-12	20-Sep-12	169		N	Delay due to Scottish Water manhole and drainage connection issues. Does not affect overall project completion date.
On-Street	Haymarket Phase 2 Utilities Work Complete	N/A	18-Jun-12	N/A		N	All Haymarket Utilities works to be carried out in advance of construction works.
On-Street	Haymarket Civils Works for all Phases Complete	25-Jul-13	22-May-13	-64		N	Conflict resolution scheduled for 18/6/12, which results in delay since last period.
Shandwick Place							
On-Street	Shandwick Place Phase 1 - Civils Works Complete	01-Aug-12	12-Sep-12	42		N	Minimal progress in period, site handed back to Infracore week beginning 11/06/12.
On-Street	Shandwick Place Tram Stop Complete	17-May-13	21-May-13	4		N	Delay due to links to delayed Shandwick Place Works.
St Andrews Square & St Andrews St North							
On-Street	St Andrews Square Civils Complete (Phase 1 - Inbound)	22-May-12	30-Aug-12	100		N	Delay a result of late handover of site to Infracore and ongoing disruption resulting from drainage redesign.
On-Street	All St Andrews Square Civils Complete	15-Oct-12	23-Nov-12	39		N	Ongoing utilities conflict in area meant restricted progress and further delay in the period.
South St Andrews St / Waverley Junction							
On-Street	South St Andrews/Waverley Junction St. Civils Complete (Phase 2 - Outbound)	10-Jul-12	13-Aug-12	34		Y	Ongoing utilities conflict in area meant restricted progress and further delay in the period.
On-Street	All South St Andrews/Waverley Junction St. Civils Complete	25-Oct-12	26-Oct-12	1		Y	Ongoing utilities conflict in area meant restricted progress and further delay in the period.
York Place							
On-Street	Complete Demolition of Cathedral Lane Toilet Block	N/A	06-Jul-12	N/A		Y	Works progressing on or ahead of programme
On-Street	Complete Critical Ducting at Cathedral Lane	N/A	07-Jul-12	N/A		Y	Works progressing on or ahead of programme
On-Street	Start York Place Utility Moves	N/A	16-Jul-12	N/A		Y	Early access for advanced utilities works on 16th Jul.
On-Street	York Place Utility Moves Complete	N/A	11-Dec-12	N/A		Y	Early completion due to advanced utilities works on 16th Jul.
On-Street	Start York Place Civil Works	18-Sep-12	07-Jan-13	111		Y	Revised date is in line with Option 2 initiative.
Princes Street							
On-Street	Princes St re-opened to South St David St.	05-Jul-12	30-Jun-12	-5		N	Detailed Handover programme for Princes St now agreed with BBS. This includes completion of Setts at Tram Stop.
On-Street	Princes St Tram Stop Complete	04-Oct-12	18-Oct-12	14		N	Detailed Handover programme for Princes St agreed with BBS does not include the completion of Tram Stop.
Off Street							
Off-Street	Murrayfield ground improvements Complete	23-May-12	23-Jul-12	61		N	Ground Improvement Rig mobilised 7 June; works commenced 14 June
Off-Street	Haymarket Yards Complete	27-Feb-12	25-May-12	88	✓	N	Still to be snagged. Date for formal handover is 28Jun.
Off-Street	South Gyle Beam Installation Complete	05-Nov-12	19-Aug-12	-78		N	Road Closure has been booked for 5 Aug to place bridge beams.
Off-Street	Water of Leith Bridge Complete	31-Aug-12	19-Nov-12	80		N	The delay in lieu of design for ground improvements has been mitigated through Rev5 revised sequence of works.
Off-Street	W4, 19-29; Russell Rd. Retain Complete	29-Oct-12	30-Jan-13	93		N	Pile Cap construction has now commenced.
Off-Street	S21A Roseburn St. Complete	19-Oct-12	08-Nov-12	20		N	Ground improvements drives the alternate critical float path for Off-Street (with 43d float).
Off-Street	S22A Balgreen Road Bridge Complete	18-Sep-12	25-Jan-13	129		N	Could potentially become critical if slippage is evident, could impact the alternate float path.
Off-Street	Bankhead Tram Stop Complete	21-Jun-13	08-Jul-13	17		N	This tramstop's completion has moved closer to the rev5 baseline date.
Off-Street	Gyle Tram Stop Complete	23-Apr-13	21-May-13	28		N	Includes Rev5 revised logic.
Off-Street	Gateway IFC Dwgs Issued	18-Jun-12	24-Jul-12	36		Y	IFC's to be issued as advised by BBS on the 22nd of June 2012. Date advised of change 20th June 2012.
Off-Street	Rail Systems Gyle - Depot	27-Nov-12	08-Jan-13	42		N	
Off-Street	Gateway King Post Retaining Structure complete	03-Oct-12	08-Nov-12	36		N	Although Gateway is critical, Rev5 shows this activity to be off the critical path.
Off-Street	Gateway Post Eathworks Drainage Complete	14-Nov-12	21-Dec-12	37		Y	Rev5 shows all drainage works for the Gateway to run consecutively and therefore drives all the works through this
Depot & Test facilities							
Depot & Test Facilities	Ingliston Gas Mains Diversion Construction Complete	N/A	18-May-12	N/A	✓	N	NIL crossing works ongoing
Depot & Test Facilities	Gogar Burn Tram Stop Complete	17-Oct-12	23-Oct-12	6		N	A wayleave added in Rev5 is driving the GBN Cubicle installation and the subsequent completion date.
Depot & Test Facilities	Tamping Ballast Section 7A Complete	26-Sep-12	26-Oct-12	30		Y	BBS brought forwards the baseline date in Rev5 from previous Rev4
Depot & Test Facilities	Rail Systems 7A Complete	17-Sep-12	23-Nov-12	67		Y	Points Track Machine has been added and results in a later forecast date.
Depot & Test Facilities	Overhead Catenary Systems 7A Ready for Testing	26-Nov-12	07-Dec-12	11		Y	Airport Crossover SIG cubicle has been added and results in a later forecast date.
Depot & Test Facilities	AIR-Depot Test Track available	14-Dec-12	17-Dec-12	3		Y	Further detail for Section B T&C has been inserted to the programme.
Depot & Test Facilities	AIR Tram Stop Complete	21-Dec-12	31-Jan-13	41		N	

Produced by	Martyn Ayres, Hazel Kennedy & Shirley Collin	SECTION	HEALTH & SAFETY		Employer	City of Edinburgh Council
Approved by	Julian Weatherley	Issue By:	CONFIDENTIAL – LEGALLY PRIVILEGED AND FOI(S)A EXEMPT		Address	Waverley Court, Edinburgh, EH8 8BG
Status	FINAL	Issue Date	02-07-2012	REPORTING PERIOD	27 th May 2012 to 23 th June 2012	Project:
						Edinburgh Tram Network

PROGRESS

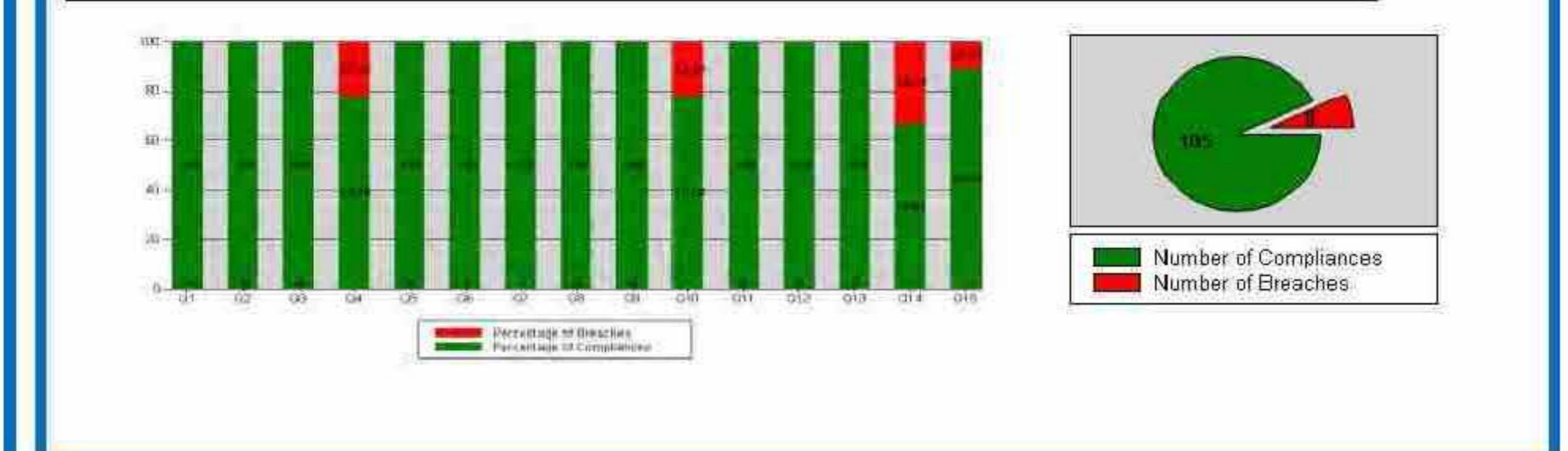
SUMMARY

During the last period Turner & Townsend have been working to implement a number of key initiatives regarding health and safety on the project. These have comprised:

- Closing out the report and Action Plan relating to the 'Think before you act' session.
- Developing leading indicators to proactively manage health and safety on the project.
- CoCP (Noise) Briefing was developed by Turner & Townsend, as a result of a number of complaints having been received from members of the public. This has been issued to all Turner & Townsend Project Managers and the Environmental Contacts for each contractor.

CoCP

- CoCP & Key**
- CoCP compliance for period 3 was recorded at 93%.
 - 6 issues required action. These comprised:
 - Broken wires on heras fencing (2no).
 - Parking of vehicles (2no)
 - Condition of footways
 - Operative not wearing PPE
- | | |
|-----------------------------|--------------------------------------|
| Q1. Hours of Work | Q9. 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 Behaviours |
| Q8. Water | |



CDM Regulations

- During the period Reigart were appointed as contractor for the demolition works of the toilet block at Cathedral Lane. A review was undertaken of their documentation including construction phase plan and method statement & risk assessments. The demolition works commenced on the 18th June
- A review was undertaken of the health and safety submissions of the tendering contractors for the Scottish Water legacy works contract in Leith Walk. It has been advised that the selection of the contractor is currently on hold.

CDM Regulations

- Deliver the Tram Safety**
- Billfinger Berger – Siemens held their monthly Occupational Health & Safety Meeting which was attended by Turner & Townsend Senior management along with representatives from Transport Scotland, McNicholas and City of Edinburgh Council.
 - McNicholas held a "Stand-Down for Safety Day" on the 14th June for their workforce. The day was split into a morning and afternoon session. This was well received by all the participants.
 - Responses have been received to the proforma included within the report on the safety initiative 'Think Before You Act' session to commit to implementing the items included on the action plan for their specific organisation for the continuous improvement of health and safety

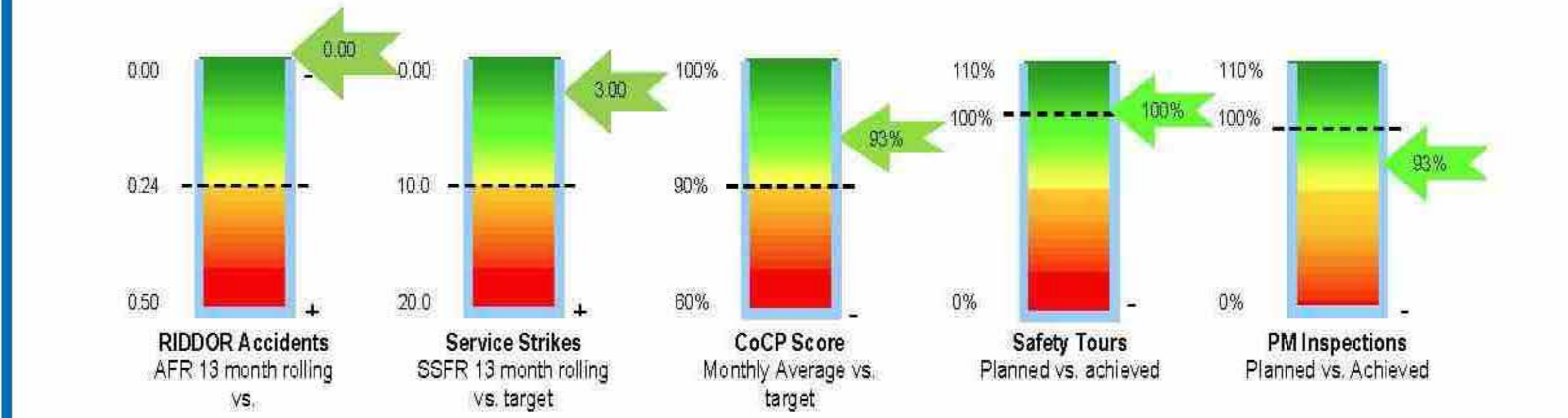
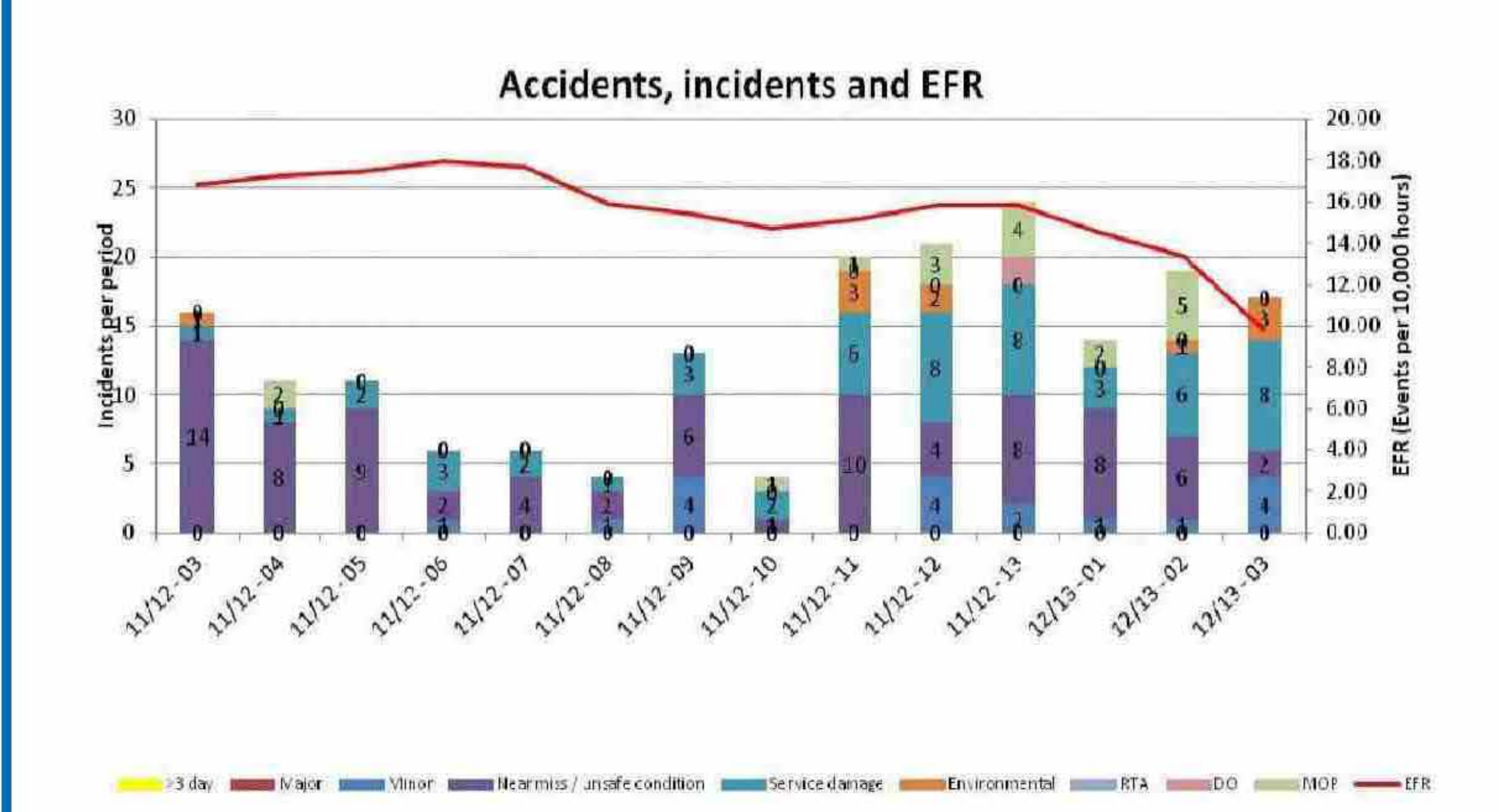
HEALTH & SAFETY

Incidents

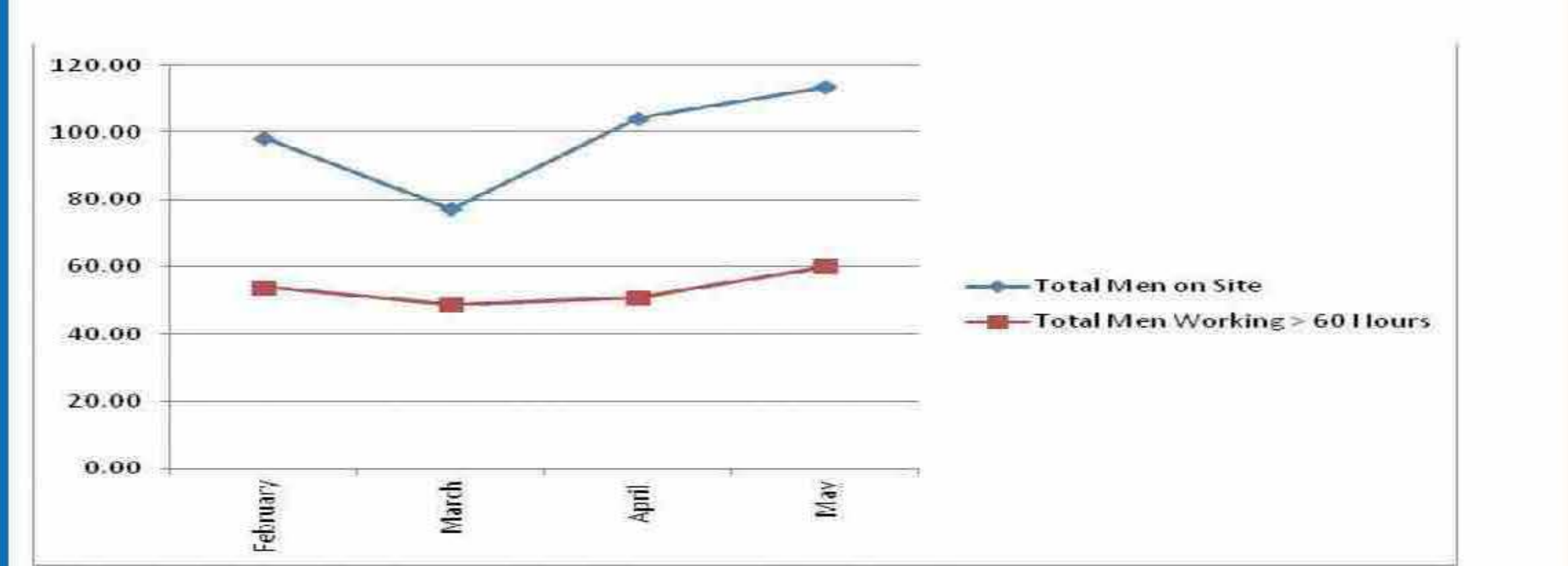
- There were 17 incidents reported during the period since the last dashboard. A summary is provided below; full details can be obtained on page 7 of the Progress Report.
- The rolling 13 Period AFR remains at 0.00, better than the benchmark KPI of 0.23 for the project.

Classification	Number	Major	Serious / significant	Minor	RIDDOR Reportable
Member of public	0	0	0	0	0
Service damage	8	0	0	8	0
Environmental	3	0	0	3	0
Major	0	0	0		0
Injury > 7day	0	0	0		0
Injury < 7 day	4	0	0	4	0
Dangerous occurrence	0	0	0		0
Road traffic accident	0	0	0		0
Near miss / unsafe condition	2	0	0	2	0
TOTAL	17	0	0	17	0

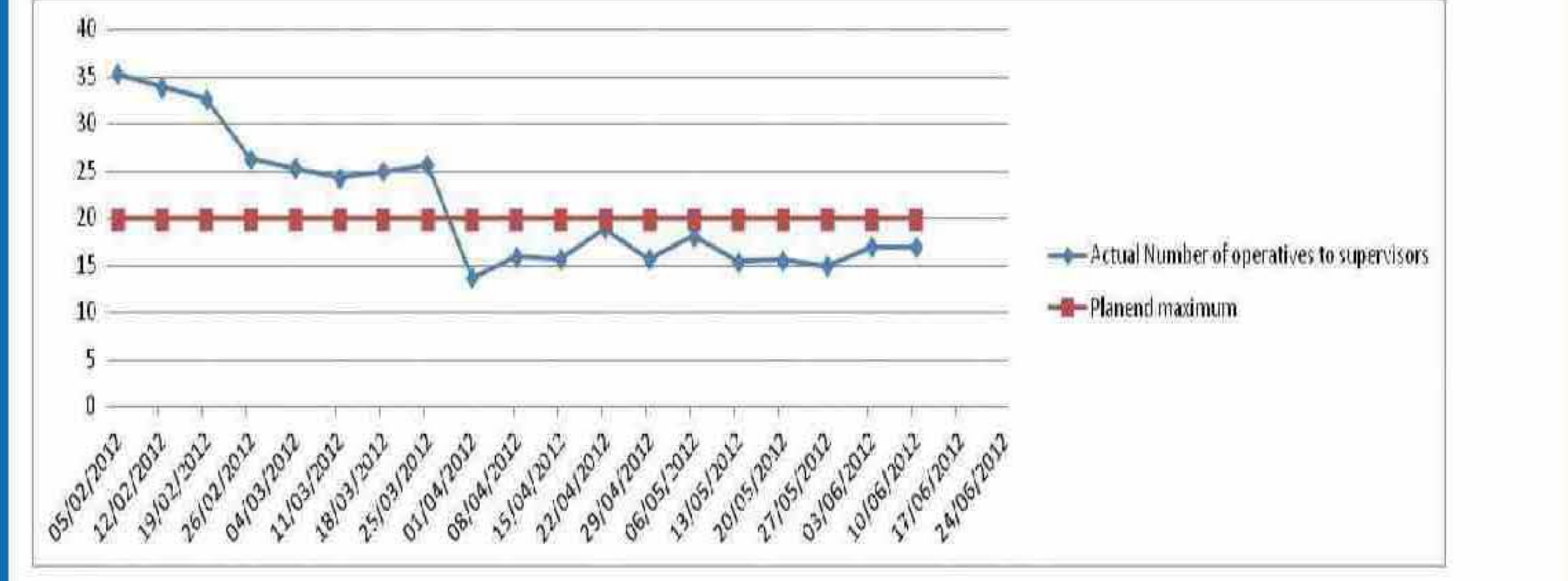
TREND



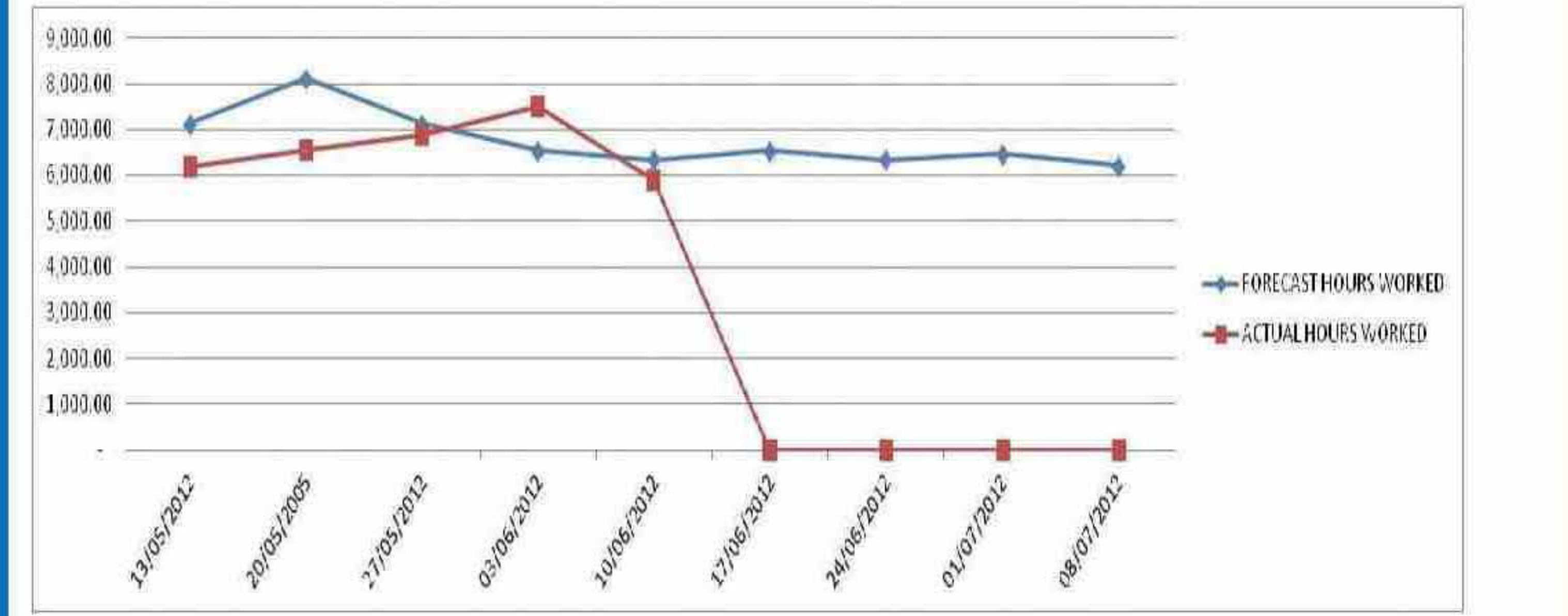
McNicholas Labour exceeding 60hrs per week



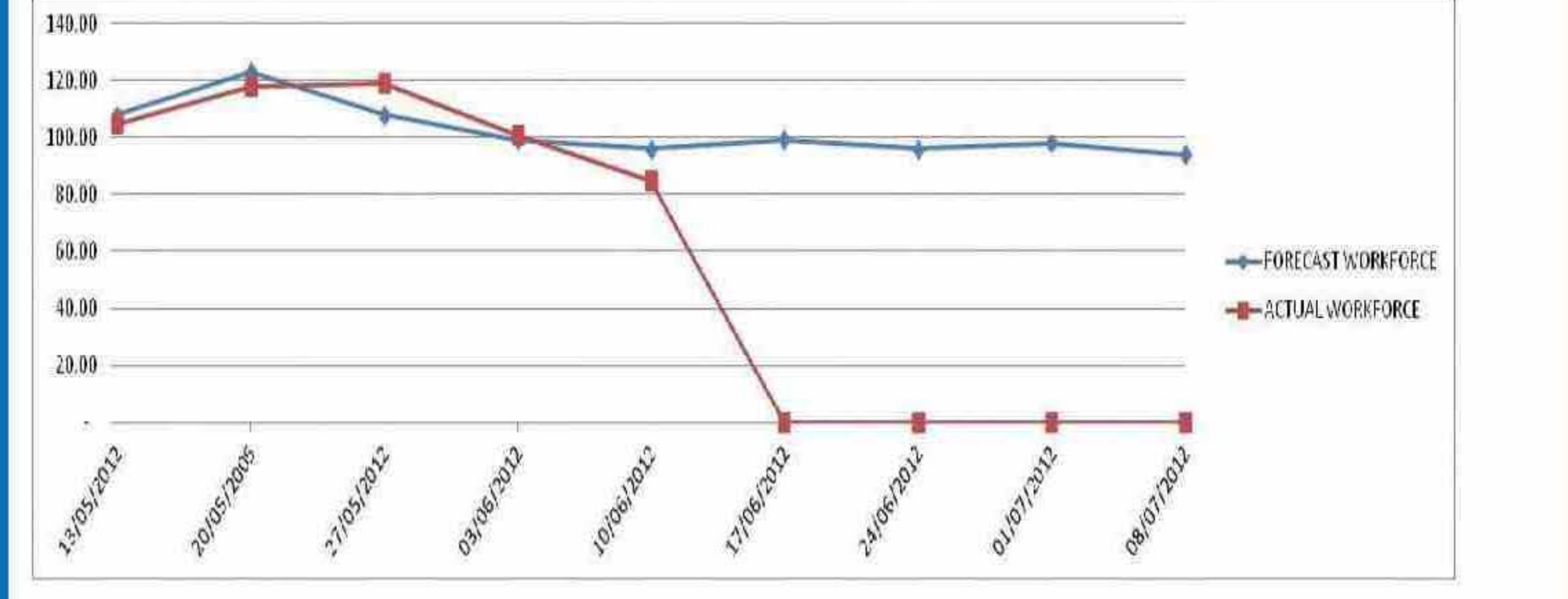
McNicholas Supervision to Labour ratio



McNicholas Forecasted Hours Worked V Actual Hours Worked



McNicholas Forecast Workforce Vs Actual Workforce



Produced by	Martyn Ayres & Shirley Collin	SECTION	ENVIRONMENTAL, QUALITY, ASSURANCE		Employer	City of Edinburgh Council
Approved by	Julian Weatherley	Issue By:	CONFIDENTIAL – LEGALLY PRIVILEGED AND FOI(S)A EXEMPT		Address	Waverley Court, Edinburgh, EH8 8BG
Status	FINAL	Issue Date	02-07-2012	REPORTING PERIOD	27 th May 2012 to 23 rd June 2012	Project:
						Edinburgh Tram Network

PROGRESS

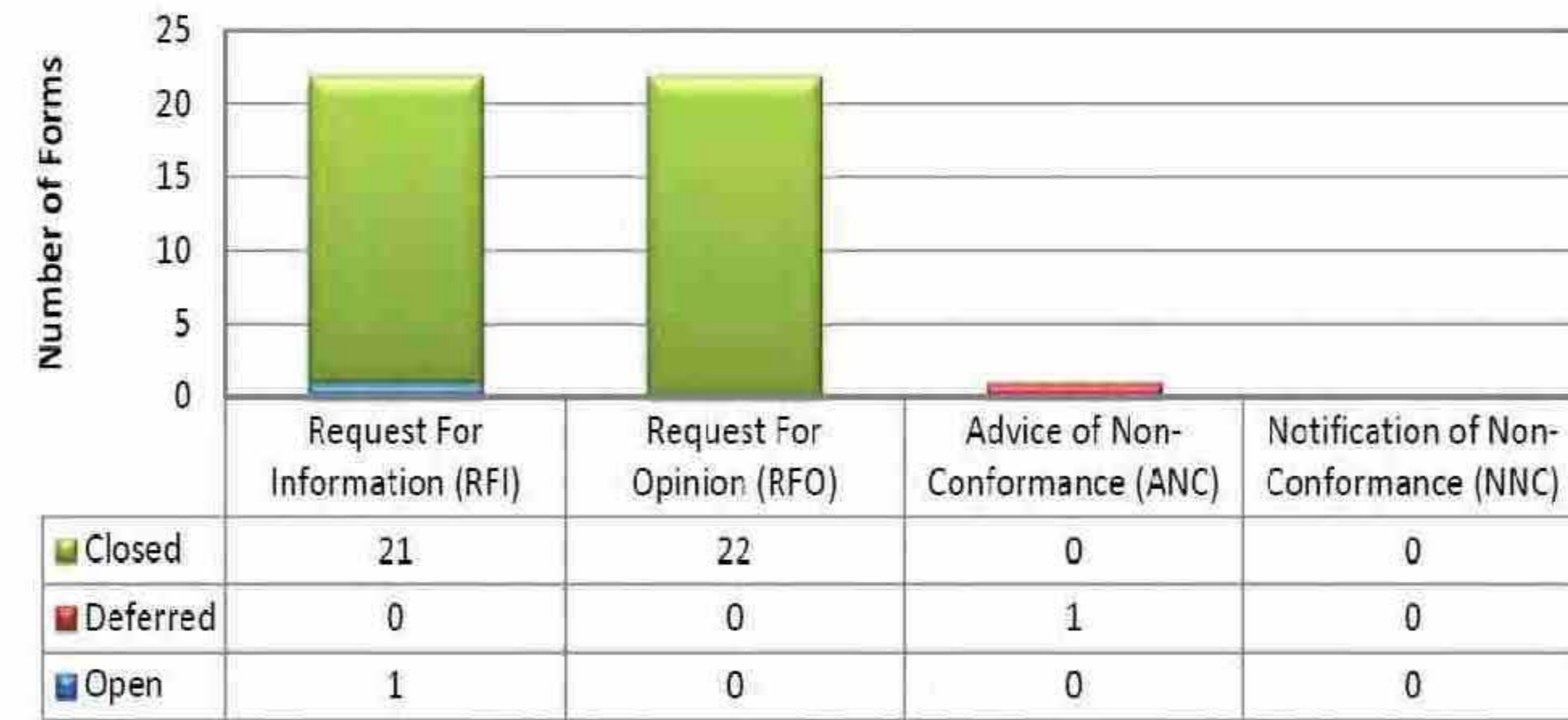
SUMMARY

- Environmental**- A CoCP (Noise) Briefing was developed by Turner & Townsend, as a result of a number of complaints having been received from members of the public. This has been issued to all Turner & Townsend Project Managers and the Environmental Contacts for each contractor.
- Assurance** – The ETN Safety Verification Scheme (Ref CP 8322) document has been re-issued at revision 5.
- Evidence File – The uploading of information to the evidence file has been delayed as the site has not been transferred over to the new SharePoint. CEC and Turner & Townsend have now agreed the product to facilitate the transfer and that transfer is now to be progressed during next period.
- Requirements Management – Verification and Validation Agreed Status now progressed to 98.4% complete
- Tram Stop - A meeting was held on the 15th of June 2012 to discuss the lack of tactile paving at the west side of the Gyle tram stop. All parties agreed this would not create a problem for visually impaired members of the public as there would still be a change in surface texture from the adjacent grass track area.
- Safety Verification Scheme Audits – Safety Verification audit TSA/12/02 report to be issued during period 4. TSA/12/03 scheduled to take place on the 28th of June 2012.
- Construction / Test & Commissioning – Tram Wash Plant modifications to mitigate snagging was completed.
- Quality** – Road safety audit stage 3 has been undertaken to identify any residual hazards for the opening of Princes Street. Key nags are currently being addressed for the opening..
- Total No of NCRs raised is 538. 43 NCRs were raised during the period and 13 NCRs were closed out during the period.

INDEPENDENT CERTIFIED PERSON

Next ICP Liaison Meeting to be on the 11th of July 2012. 2 subjects have been identified; Change Management Process to be presented by John White. Update to Requirements Management to be provided by Stephanie Moffat (Siemens).

ICP Correspondence Status



DEPOT SNAGS

5 Snags remain open , key snags to be closed are;

- Tram wash door – "Barr" are to fix this but we are having trouble getting Barr to respond to the issues.
- Tactile as-built drawing requested - SDS have been asked to provide the drawing.
- Wheel Lathe water ingress - Investigations are ongoing. The rail welds and joints have been checked, but these are not responsible for the water ingress. We are pursuing the approach of stopping the water getting into the system rather than tanking the pit. As this is the case it was agreed at the Ready for Operation meeting on the 14th of June 2012 it will stay as a snag and not be changed to a defect. This will necessitate the snag list possibly not being closed by end June.
- Road Safety Audit of the Roundabout - Pencilled in for w/c the 2nd of July 2012.
- Stabling yard points - Safety Verification Safety Verification Scheme issue which has a history regarding construction/maintenance tolerance's and wheel rail interface. The ICP is involved with this issue. We are awaiting a response from BBS.

CONSENTS

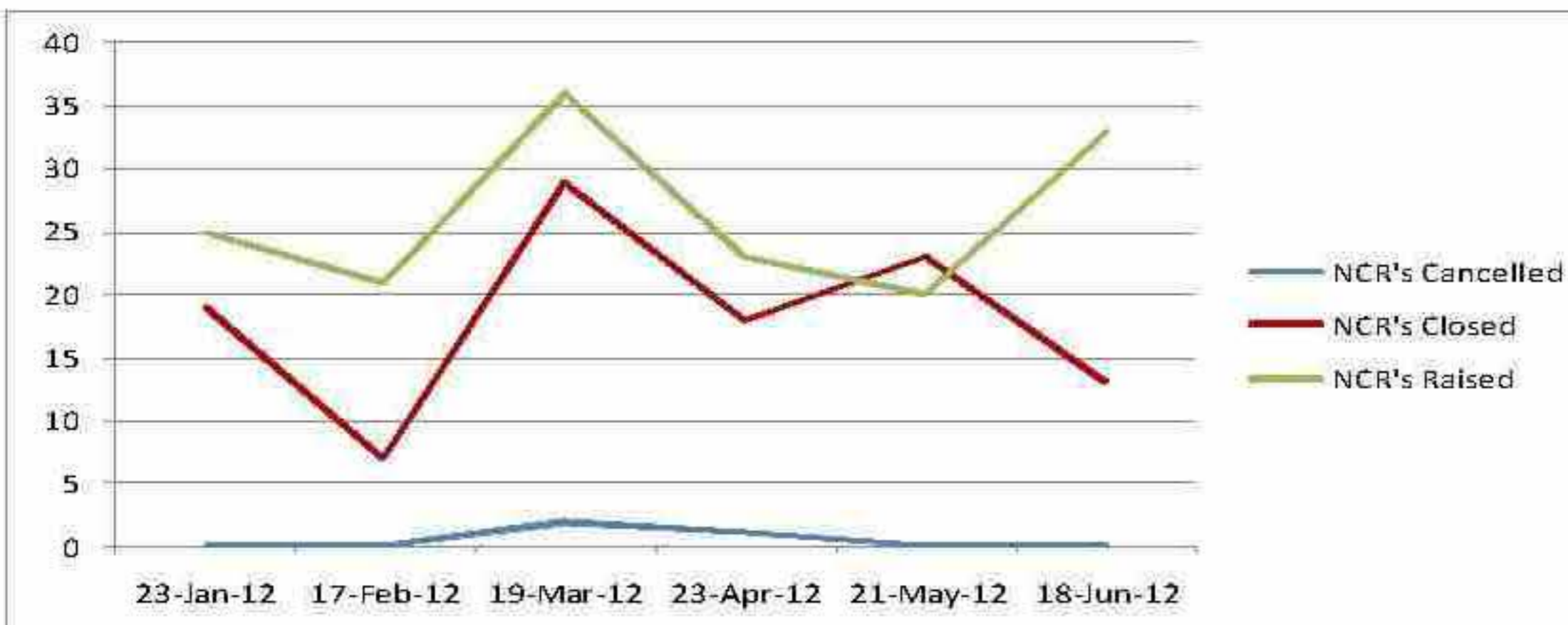
Combined Consents required				
	Total Required	Total On Hold	Total Outstanding	Total Closed
Third party	10	4	13	2
Technical Informatives	6	1	3	2
Planning Consents	38	15	7	16
Other Approvals	12	0	7	5
Legal Agreements	15	0	10	5

Key Consents due in the next period, with full list in the appendix.

- Network Rail Asset Protection Agreement - delayed due to Network Rail
- Earthing and Bonding technical informative – delayed due to late submission from BBS
- Planning consent for Hearts memorial Relocation – delayed due to site works

QUALITY

NCRs by Period



Total No of NCRs raised is 538.

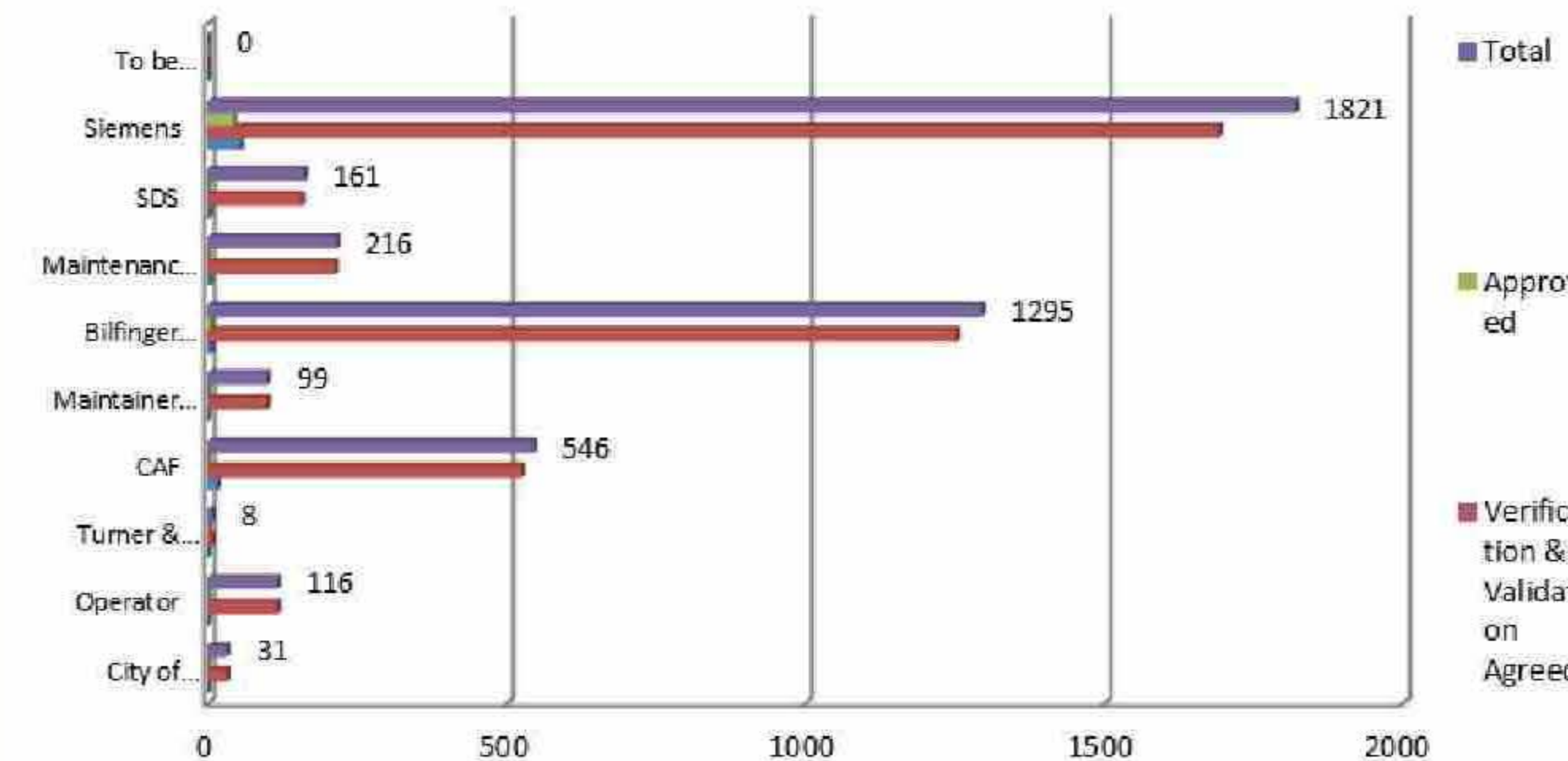
33 NCRs were raised during the period and 13 NCRs were closed out during the period. There are 78 NCRs open, 412 NCRs closed and 15 NCRs cancelled/withdrawn. 14 no open NCRs are greater than 6 months old.

REQUIREMENT MANAGEMENT

Progress

Progress on track to complete agreement of Verification and Validation method by the end of June 2012. The assurance team are currently reviewing a number of concessions that have been applied for by BBS in relation to requirements that can no longer be achieved due to changes in works; contracts; design etc. Formal responses to be collated and issued to BBS.

Requirements Management Overview



% Verification & Validation Agreed Status	% Verification & Validation Approved Status
98.4%	2%

ENVIRONMENT

Environmental

- A CoCP (Noise) Briefing was developed by Turner & Townsend, as a result of a number of complaints having been received from members of the public. This has been issued to all Turner & Townsend Project Managers and the Environmental Contacts for each contractor.
- An inspection of the London Road Clock took place on the 19th of June 2012. The clock is currently in storage at a CEC Yard in Penicuik. The clock requires restoration; including sand blasting and re painting. A large foundation will be required and the clock will need to be lifted into place using a crane, thus traffic management will need to be considered. A detailed report covering the various monuments status and estimated costs for erection is being updated and will be reissued week commencing the 25th of June 2012.
- Environmental Inspection was carried out at St Andrew's Square / Elder Street on the 15th of June 2012. No significant issues identified. The next inspections are scheduled for the 26th of June 2012 (McNicholas) and the 27th of June 2012 (BBS – Section 5 /7).

SOFT ANALYSIS

SUCCESSES

- All stakeholders are cooperating well at the depot.
- New assurance system implemented for Tram delivery
- 'Think before you act' session
- Introduction of additional staff and working patterns

OPPORTUNITIES

- Increased monitoring of onsite activities. Project Management resources are will become part of integral assurance process.
- Safety seminars to be arranged for project managers.
- Review of supervisor competencies
- Lack of availability of GIS information from Scottish Water.

FAILURES

- None.

THREATS

- Statuary bodies co-operation.
- Late issue of documentation by BBS.
- Potential gaps between contracted maintenance responsibilities
- Visibility of BBS design and assurance documentation.

Produced by	Shirley Collin, Mike Mackenzie & Peter Smith	Function	COMMERCIAL CONFIDENTIAL – LEGALLY PRIVILEGED AND FOI(S)A EXEMPT			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	02-07-2012	Reporting Period	27 th May to 23 rd June	Project	Edinburgh Tram Network

SUMMARY				VALUE ENGINEERING			CHANGE																																																																																						
Amount (K)	Contract Sum	Approved Change	Revised Contract Sum	Item	£K	Comment	BBS On-Street Works Estimate (Period end 26 May) and Commercial Issues																																																																																						
Totals	479,660	4,356	484,016	Remove embargoes and revised TM	6,460	22 week saving reduced to 16.6 at period end 28/4/12	<table border="1"> <thead> <tr> <th></th> <th></th> <th>£K</th> </tr> </thead> <tbody> <tr> <td colspan="3">On - Street</td> </tr> <tr> <td>15</td> <td>Utility conflicts – investigation</td> <td>17</td> </tr> <tr> <td>25, 72 & 87</td> <td>OLE foundations resulting from discovery of utilities</td> <td>730</td> </tr> <tr> <td>28</td> <td>Temporary accommodation for utilities contractor</td> <td>2</td> </tr> <tr> <td>29</td> <td>Road re-construction protocol (opportunity to reduce depth)</td> <td>0</td> </tr> <tr> <td>32</td> <td>Utilities affecting site clearance - disconnect power to bus trackers</td> <td>0</td> </tr> <tr> <td>35,79,99,100,101</td> <td>Utilities contractor affecting Infracore progress</td> <td>61</td> </tr> <tr> <td>36, 44</td> <td>Utilities affecting progress</td> <td>83</td> </tr> <tr> <td>37</td> <td>Slit trench to validate utilities</td> <td>7</td> </tr> <tr> <td>38</td> <td>Move 3 OLE foundations (St Johns Church)</td> <td>12</td> </tr> <tr> <td>40</td> <td>Scottish Water diversion Princes St</td> <td>253</td> </tr> <tr> <td>43</td> <td>Christmas embargo – temporary infill Princes St</td> <td>204</td> </tr> <tr> <td>52, 104, 137, 144</td> <td>Traffic Management costs for amended programme constraints</td> <td>160</td> </tr> <tr> <td>33, 68</td> <td>Revised drainage design</td> <td>89</td> </tr> <tr> <td>69</td> <td>Geotextile liner to Clifton Terrace void</td> <td>2</td> </tr> <tr> <td>73</td> <td>Princes Street additional works</td> <td>30</td> </tr> <tr> <td colspan="2">Total On-Street Works Estimate</td> <td>1,650</td> </tr> <tr> <td colspan="3">Off Street</td> </tr> <tr> <td>t.b.c</td> <td>Payment for Utility diversions Off Street outwith BBS's scope</td> <td>340</td> </tr> <tr> <td>61</td> <td>Temporary footpath and drainage - Roseburn Viaduct</td> <td>30</td> </tr> <tr> <td>t.b.c.</td> <td>Low voltage supplies to Airport Tramstop cabinet</td> <td>30</td> </tr> <tr> <td colspan="3">General</td> </tr> <tr> <td></td> <td>Rev3A to Rev 4 programme – evidence of delay costs (BB only, Siemens t.b.c)</td> <td>600</td> </tr> <tr> <td></td> <td>Depot doors – new drains to prevent water ingress</td> <td>t.b.c</td> </tr> <tr> <td></td> <td>Re-configure ducts at Haymarket Yards owing to fence post foundation within LOD</td> <td>t.b.c</td> </tr> <tr> <td></td> <td>Snags/defects in Princes Street – ponding, rutting in road surface, etc. These have been approved since they were excluded from the mediation proposals for the road rail remediation for Princes St.</td> <td>250</td> </tr> <tr> <td colspan="2">TOTAL</td> <td>2,900</td> </tr> </tbody> </table>					£K	On - Street			15	Utility conflicts – investigation	17	25, 72 & 87	OLE foundations resulting from discovery of utilities	730	28	Temporary accommodation for utilities contractor	2	29	Road re-construction protocol (opportunity to reduce depth)	0	32	Utilities affecting site clearance - disconnect power to bus trackers	0	35,79,99,100,101	Utilities contractor affecting Infracore progress	61	36, 44	Utilities affecting progress	83	37	Slit trench to validate utilities	7	38	Move 3 OLE foundations (St Johns Church)	12	40	Scottish Water diversion Princes St	253	43	Christmas embargo – temporary infill Princes St	204	52, 104, 137, 144	Traffic Management costs for amended programme constraints	160	33, 68	Revised drainage design	89	69	Geotextile liner to Clifton Terrace void	2	73	Princes Street additional works	30	Total On-Street Works Estimate		1,650	Off Street			t.b.c	Payment for Utility diversions Off Street outwith BBS's scope	340	61	Temporary footpath and drainage - Roseburn Viaduct	30	t.b.c.	Low voltage supplies to Airport Tramstop cabinet	30	General				Rev3A to Rev 4 programme – evidence of delay costs (BB only, Siemens t.b.c)	600		Depot doors – new drains to prevent water ingress	t.b.c		Re-configure ducts at Haymarket Yards owing to fence post foundation within LOD	t.b.c		Snags/defects in Princes Street – ponding, rutting in road surface, etc. These have been approved since they were excluded from the mediation proposals for the road rail remediation for Princes St.	250	TOTAL		2,900
		£K																																																																																											
On - Street																																																																																													
15	Utility conflicts – investigation	17																																																																																											
25, 72 & 87	OLE foundations resulting from discovery of utilities	730																																																																																											
28	Temporary accommodation for utilities contractor	2																																																																																											
29	Road re-construction protocol (opportunity to reduce depth)	0																																																																																											
32	Utilities affecting site clearance - disconnect power to bus trackers	0																																																																																											
35,79,99,100,101	Utilities contractor affecting Infracore progress	61																																																																																											
36, 44	Utilities affecting progress	83																																																																																											
37	Slit trench to validate utilities	7																																																																																											
38	Move 3 OLE foundations (St Johns Church)	12																																																																																											
40	Scottish Water diversion Princes St	253																																																																																											
43	Christmas embargo – temporary infill Princes St	204																																																																																											
52, 104, 137, 144	Traffic Management costs for amended programme constraints	160																																																																																											
33, 68	Revised drainage design	89																																																																																											
69	Geotextile liner to Clifton Terrace void	2																																																																																											
73	Princes Street additional works	30																																																																																											
Total On-Street Works Estimate		1,650																																																																																											
Off Street																																																																																													
t.b.c	Payment for Utility diversions Off Street outwith BBS's scope	340																																																																																											
61	Temporary footpath and drainage - Roseburn Viaduct	30																																																																																											
t.b.c.	Low voltage supplies to Airport Tramstop cabinet	30																																																																																											
General																																																																																													
	Rev3A to Rev 4 programme – evidence of delay costs (BB only, Siemens t.b.c)	600																																																																																											
	Depot doors – new drains to prevent water ingress	t.b.c																																																																																											
	Re-configure ducts at Haymarket Yards owing to fence post foundation within LOD	t.b.c																																																																																											
	Snags/defects in Princes Street – ponding, rutting in road surface, etc. These have been approved since they were excluded from the mediation proposals for the road rail remediation for Princes St.	250																																																																																											
TOTAL		2,900																																																																																											
Change in Progress			10,165	Setts (separate CEC budget)	980	£88k CEC contribution (SAS) and £95K for revised specification.																																																																																							
Anticipated Change			12,180	De-scope public realm at St Andrew Sq	700	Instructed, monitored through changes in progress																																																																																							
Contributions			-8,275	Contributions 3rd Party Agreements	2,500	Miscellaneous 3 rd party contributions																																																																																							
Forecast Change / Contributions			14,070	De-scope works at Forth Ports	2,445	Instructed, approved change																																																																																							
Forecast Total			498,086	Omit Airport Tram Kiosk and Canopy	150	Instructed, monitored through changes in progress																																																																																							
Risks (refer risk section below)	(presentation to be reviewed with CEC)			Temporary tram stop at York Place	150	Instructed, monitored through changes in progress																																																																																							
Opportunities (refer opportunities section below)				Redeployment of Trams	CEC	Included in CEC budget code																																																																																							
Risks & Opportunities				Cancel track York Place to Newhaven	1,100	Instructed, approved change																																																																																							
Revised Forecast				Omit Siemens works at Tower Place	100	Instructed, approved change																																																																																							
Budget				Road re-construction depth	700	Instructed, monitored through changes in progress																																																																																							
				Design freeze north of York Place	t.b.c	Infracore design costs expended																																																																																							
				Lay off TM at Forth Ports/Leith Walk	t.b.c	TM not included in Infracore budget provision																																																																																							
				Roseburn Viaduct Cladding	300	Instructed, monitored through changes in progress																																																																																							
				De-scope crew relief facilities (Haymarket)	70	Instructed, monitored through changes in progress																																																																																							
				Opportunities secured	8,365																																																																																								
				Opportunities to secure	7,310																																																																																								

RISK - Significant Movement in Period (May/Jun 12):

Risk ID	Risk Description	Old Level	Movement	New Level	Comments
ED046	Damage to Utility Apparatus (By McNicholas)	RED	↓	AMBER	Likelihood reduced as improvements in McNicholas works and ongoing safety mitigations in place.
ED072 & R032	Utilities encountered during BBS Construction Works	RED	MERGED	RED	Risks merged into one risk and ED072 closed out.
ED084	Late 3rd party claims for utility/property damages from works	RED	↓	AMBER	Reduction in cost impact as late claims not anticipated to be as high as previously thought.
R041	Approval of plans for Edinburgh Gateway.	RED	CLOSED	CLOSED	Closure as approval gained and Rev 5 plan includes reduced scope. Related new risk developed below. Awaiting agreement from Infracore.
ED116	H&S Breaches, Incidents and stoppages	RED	↓	AMBER	H&S improvements in recent weeks and a number of mitigation actions and regular meetings in place.
ED117	Risk that scope of work at Edinburgh Gateway increases and has been underestimated	NEW	NEW	AMBER	Due to the reduction of scope and programme of Gateway, there is a risk of scope creep and that programme impact is underestimated due to a positive bias.

Additional Comments:
Updated QSRA & QCRA completed and will be presented next month. Based on REV 5 programme. Risks are reviewed on an ongoing monthly basis to ensure up to date analysis for Risk Assessments. Risks still to be reviewed with BB/S so changes subject to objection.

- Utility diversions Off – Street: Infracore consider SGN diversion is out of scope and a compromise is required since additional costs have also been incurred for other diversions.
- LV supplies to Tramstop Cabinets – Infracore considers that as these were excluded from the price submitted at mediation, however it is not a Settlement Agreement exclusion.
- Rev3A to Rev 4 programme delay 2nd September to 3rd of October – further evidence required to demonstrate cost incurred, Infracore consider that Independent Certifiers opinion authorises costs submitted in full i.e. £4.5M
- Depot doors – T&T believe that this is a defect. Infracore are offering up a threshold solution. Commercial position to be advised.
- Ducts at Haymarket Yards – T&T querying the extent to which additional costs could have been avoided when the workface was opened up.
- Snags/defects in Princes Street – Instruction issued.

CEC01890244_0050

Produced by	Rob Leech & Shirley Collin	SECTION	ON STREET DASHBOARD REPORT CONFIDENTIAL – LEGALLY PRIVILEGED AND FOI(S)A EXEMPT		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	02-07-2012	REPORTING PERIOD	27 th May 2012 to 23 rd June 2012	Project:
						Edinburgh Tram Network

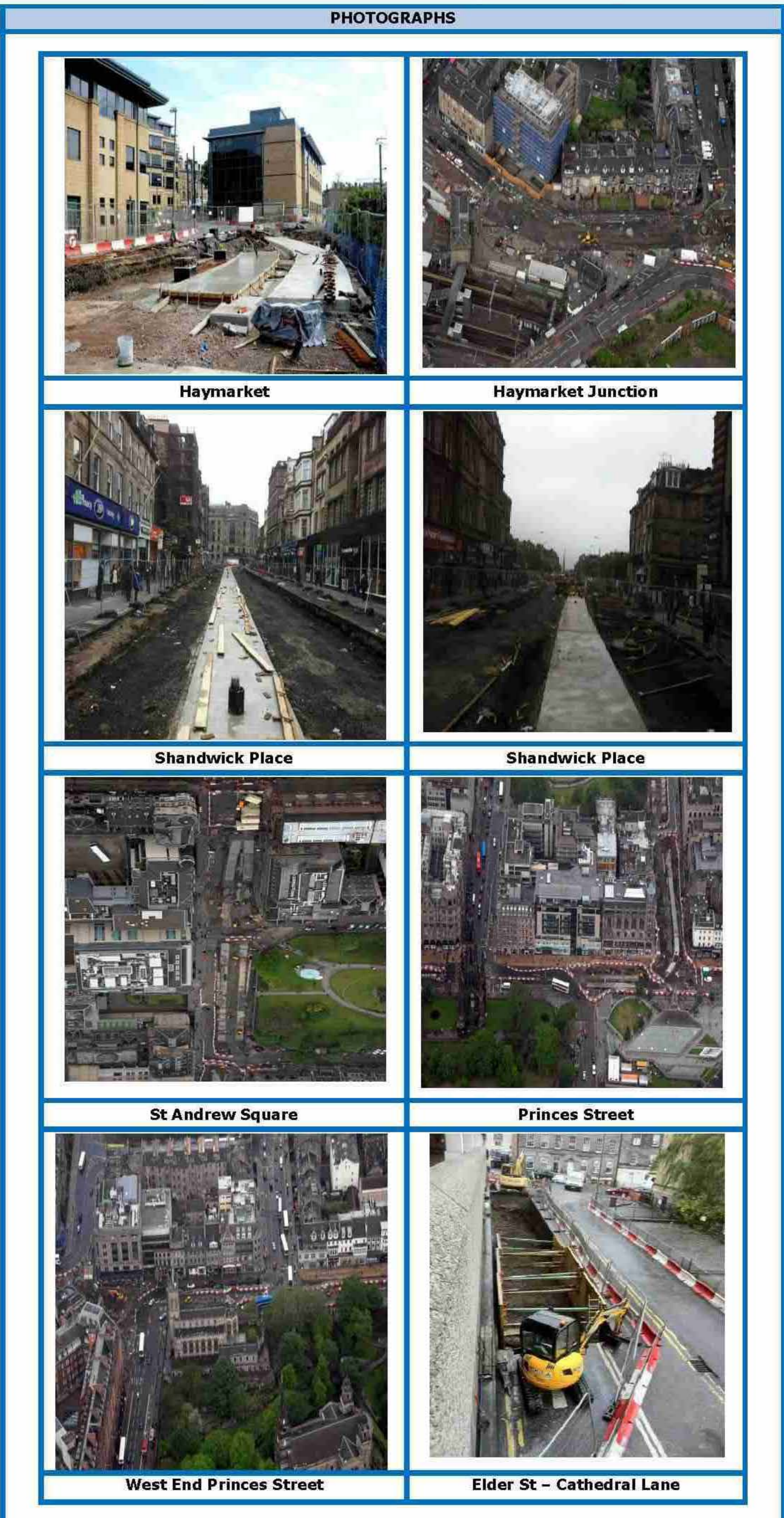
PERIOD
PROGRESS
<ol style="list-style-type: none"> Tram ducting conflicts under control and sites in the possession of Infraco. Infraco underway with track slab construction in Haymarket, Shandwick Place and St Andrew Square. York Place planning complete and enabling works for 16 July start on programme, changes to delivery partner being finalised. Legacy Works tenders being evaluated with target commencement date of end August 2012. Grosvenor Street sewer repairs complete and site handed back to Infraco. Programme slippage due to utility conflicts in St Andrew Square and between Lothian Road and Haymarket is using up the 22 week time bank, Turner & Townsend working with Infraco to recover time lost. Princes Street handed back by Infraco, maintenance regime being developed. Planning approval granted for Dublin Street Steps – Owner consent still required. Works at Tower Place Bridge and Lindsay Road progressed well.

LOOK AHEAD
<ol style="list-style-type: none"> Continued resolution of tram ducting issues. Complete Elder Street ducting and BT Works at Broughton Street. Commence York Place utility conflict works. Turner & Townsend will continue to react to utility discoveries by Infraco and will work with Infraco in planning any "type 2" conflict works not diverted prior to sites being handed back. Work will continue on dealing with legacy works, including issues of the tender for the legacy works north of York Place. Continue to work with Infraco to recover time lost due to utility conflicts – replenish the time bank. Take possession of crescents to prove and cut track box in consultation with Infraco. Complete works at Tower Place Bridge and Lindsay Road.

Legacy Conflict – Progress

Total Snags 807
Completed Snags 192

Section	Live	Closed	% Complete	Total
1A	160	0	0%	160
1B	217	0	1%	217
1C	111	103	78%	214
1D	57	76	79%	133
2A	15	1	13%	16
3	0	0	0%	0
4	0	0	0%	0
5A	4	0	0%	4
5B	12	0	24%	12
5C	9	3	73%	12
6	18	9	83%	27
7A	11	0	0%	11
ALL	1	0	0%	1
Total	615	192	39%	807



KEY ISSUES
<ol style="list-style-type: none"> Scottish Water relationship generally and legacy issues requiring derogation. York Place acceleration. Legacy works within tram worksites – Possible delays. Legacy works North of York Place. Time Bank Recovery.

CEC ACTIONS / DECISIONS
<ol style="list-style-type: none"> Support in obtaining owner consent at Dublin Street Steps.

SOFT ANALYSIS	
<p>SUCCESSSES</p> <ol style="list-style-type: none"> Working relationships with BBS remains good, particularly on site Speedy reaction to drainage issues 	<p>OPPORTUNITIES</p> <ol style="list-style-type: none"> Optimize revised traffic phasing and work with Infraco to replenish time bank Close out works at Forth Ports & Lindsay Road Clear York place before end 2012 to allow Infraco trackslab works to commence – target 11 December 2012
<p>FAILURES</p> <ol style="list-style-type: none"> Carriageway vertical alignment in south St Andrew St SDS OLE design MUDFA design, as built, contract administration & supervision 	<p>THREATS</p> <ol style="list-style-type: none"> Tram Ducting Legacy works at Leith Walk Legacy works within tram worksites Scottish Water relationship Unknown utilities Owner consent at Dublin Street Steps Infraco delay to Rev 5 due to utilities

CEC01890244_0051

Produced by	Shirley Mushet & Shirley Collin	SECTION	
Approved by	Julian Weatherley	Issue By:	
Status	FINAL	Issue Date	02-07-2012

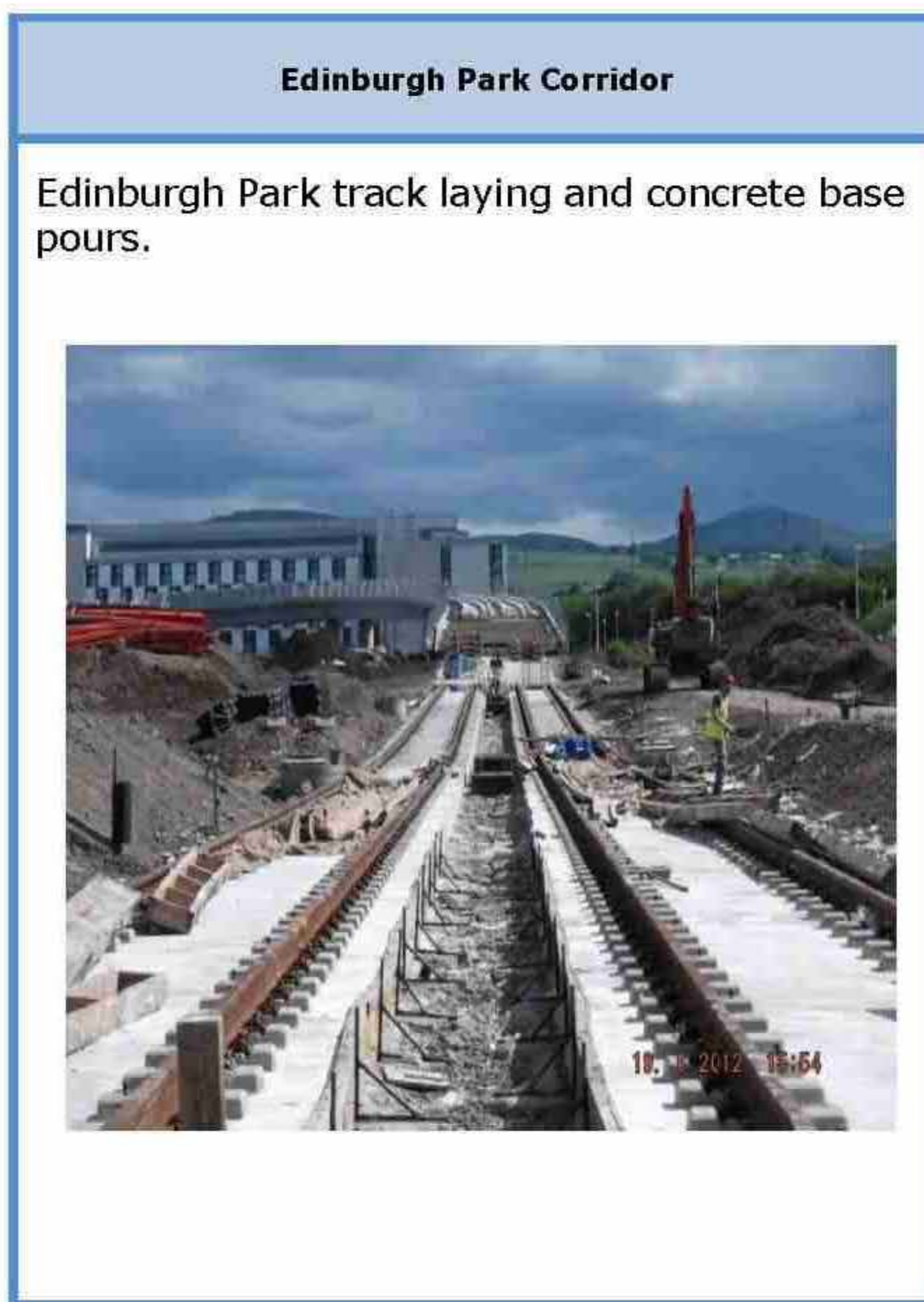
REPORTING PERIOD	27 th May to 24 th June 2012
------------------	--

PROGRESS IN PERIOD

PHOTOS

KEY ISSUES

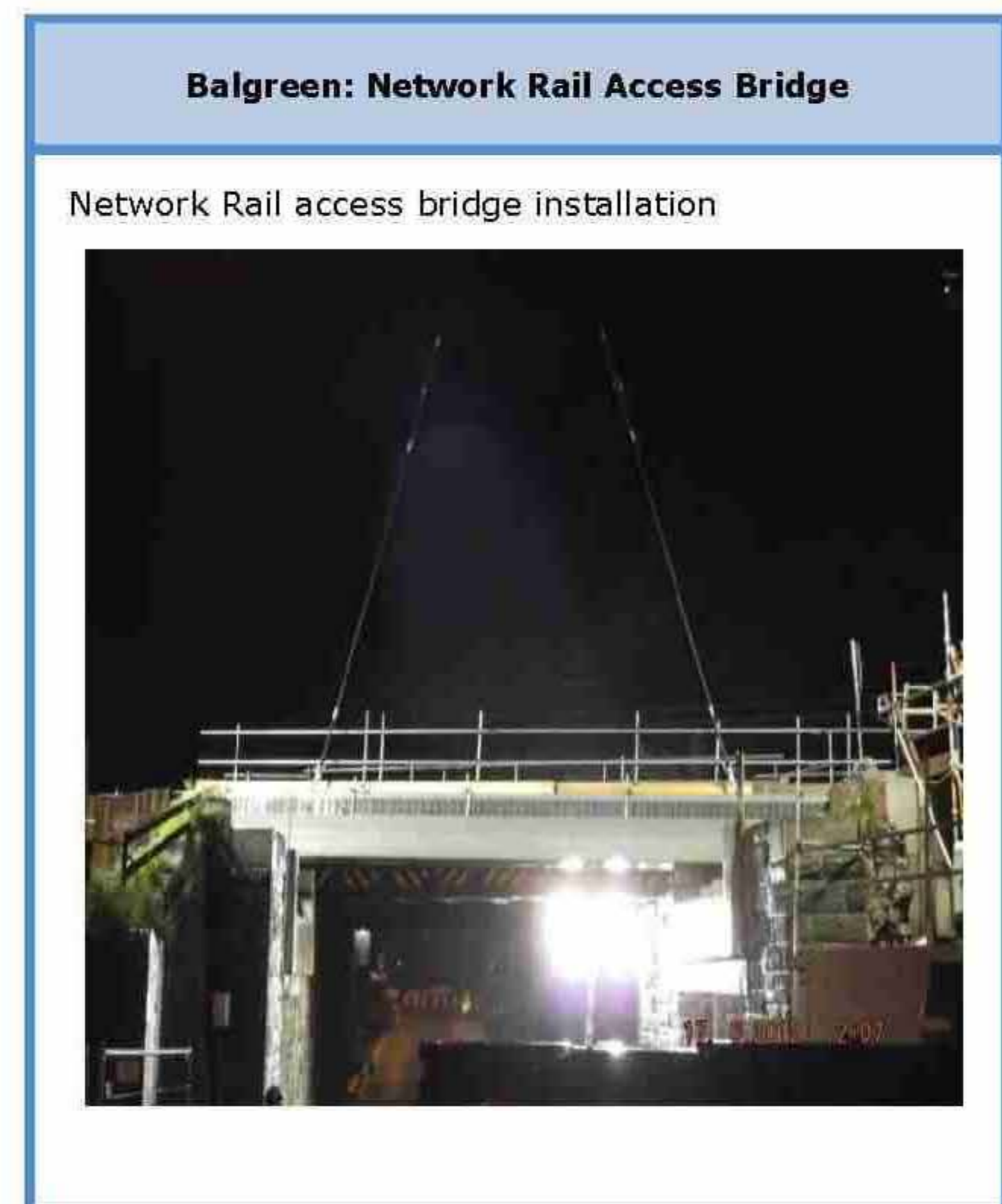
- PROGRESS IN PERIOD**
1. Edinburgh Gateway construction works has commenced.
 2. Edinburgh Park track laying has commenced.
 3. Retaining wall at the airport is nearing completion.
 4. Initial design for the airport tram stop has been received from BBS, this has been commented on by Lothian Buses and CEC. BBS have been instructed to continue with the design.
 5. Ducting and drainage is continuing at Gogar Landfill.
 6. Edinburgh Gateway construction has commenced.
 7. A8 underpass west side wall linings are complete.
 8. Gyle Broadway crossing is continuing.
 9. Bankhead drainage is 50% complete.
 10. Abutment works are progressing on South Gyle Access Bridge.
 11. Carrick Knowe track installation is continuing.
 12. Work continuing on the Water of Leith bridge abutment prior to the bridge beams being landed.
 13. The soil mixing rig has been mobilised and has commenced ground improvements at Murrayfield.
 14. Civil and track works at Haymarket Yards are complete and are awaiting snagging inspection in June.
 15. Haymarket Stop permanent pavement is being laid.
 16. Haymarket Viaduct cladding is continuing.
 17. BBS have moved from the Network Rail car park at Haymarket to allow Network Rail to commence their station works.



- KEY ISSUES**
1. Fibre optic and low voltage utilities discovery at the airport, the airport have been slow to help however teams to investigate and divert are now being programmed in.
 2. Network Rail's Haymarket Project team have raised concerns over tram drainage in their car park.

- CEC ACTIONS / DECISIONS**
1. Close out of the wayleave with Scottish Power and Network Rail.

- LOOK AHEAD**
- The following items will be progressing during the coming period:
1. Retaining wall construction completion along the Gogar Burn.
 2. Bankhead Drive earthworks and drainage are continuing.
 3. Preparation for the Water of Leith, South Gyle Access and Balgreen tram bridge beams being landed.
 4. Track plinth construction on Carrick Knowe bridge.
 5. Ground improvements at Murrayfield shall be completing on the embankment structure S21B and continuing on S21C Murrayfield underpass.
 6. Continuation of the cladding and paving works on Haymarket Viaduct.
 7. Snagging on Haymarket Yards.



SOFT ANALYSIS

<p>SUCCESSSES</p> <ol style="list-style-type: none"> 1. Utilisation of stored on street poles for Edinburgh Gateway 2. Edinburgh Park track laying progressing well. 3. Clearance of Haymarket car park for Network Rail's station development works. 4. Continued positive relationship with Network Rail. 	<p>OPPORTUNITIES</p> <ol style="list-style-type: none"> 1. Early diversion of the Edinburgh Gateway sewer. 2. Purchase of the temporary mast maybe negated by using the current aerial within the depot.
<p>FAILURES</p>	<p>THREATS</p> <ol style="list-style-type: none"> 1. Edinburgh Gateway potentially on the critical path for the project with York Place works being undertaken earlier. 2. The discovery of utilities at the airport may delay the tram works. 3. Potential construction interfaces at Haymarket now that Network Rail are on site; weekly joint meetings taking place onsite.

Produced by	Shirley-Anne Collin , Willie Delaney & Martyn Ayres	SECTION	TRAMS CONFIDENTIAL – LEGALLY PRIVILEGED AND FOI(S)A EXEMPT		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	02-07-2012	REPORTING PERIOD	27 th May 2012 to 23 rd June 2012	Project:
						Edinburgh Tram Network

PROGRESS IN PERIOD

PROGRESS IN PERIOD

- Test and Commissioning on the Mini Test Track (MTT) is now progressing slightly ahead of schedule, with no issues reported following the handover of the MTT to the Operator:
 - Sixteen trams have now been delivered to Gogar Depot.
 - Fourteen have completed Interim Routine Testing on the MTT.
 - Two will complete testing in the next period
 - Final tram still scheduled for delivery on the 12th of December 2012
 - There is no testing scheduled during August 2012.
- Specific technical issues are now being identified during testing and operation of the trams at Gogar Depot, by both the Tram Inspector and the Operator. These issues are initially being managed through the Tram Liaison Meeting held between CAF, ETL and Turner & Townsend, with progress to be reported in the monthly CAF Period Report.
- Turner & Townsend facilitated a workshop on the 30th of May 2012, to allow all stakeholders to review comments raised on the BBS Section B Completion Programme. Formal comments on this and on the BBS Test and Commissioning Plan were submitted to BBS immediately following this workshop. While an informal update of the programme has been received, Turner & Townsend are still awaiting a formal response to the comments raised on the programme and plan.
- Following the workshop held on the 30th of May 2012, BBS will arrange a monthly review of the Section B Completion programme, to be attended by BBS, CAF, ETL and Turner & Townsend, to discuss commissioning and integration programming and issues.
- A Client Change Request has been issued to instruct CAF to make safe the wiring fitted for the installation of the Bus Tracker and to fit a blanking plate to the cab console. This is in response to CEC's decision not to fit a Bus Tracker system to the trams at this time.
- CEC have confirmed that Lothian Buses are acting as agents for CEC in the procurement of Ticket Vending Machines (TVMs). Turner & Townsend will support both CEC and Lothian Buses in the procurement process, when requested to do so.

LOOK AHEAD

- The following items will be progressed during the coming period:
- Tram Commissioning Plan;
 - Seventeenth tram (#263) due to be delivered on the 2nd of July 2012.
 - Two additional trams to be delivered in the next period
 - Interim Routine Testing scheduled to be completed on three trams in the next period.
 - Interim Routine Testing scheduled to be completed on all trams by the 29th of January 2013
 - Turner & Townsend will support both ETL and CAF in the development of a Failure Reporting and Corrective Action System (FRACAS) procedure, to allow technical issues identified during the test and operation of the trams to be managed through to resolution.
 - The Engineering Change Control procedure will be completed and agreed for trams, to ensure compliance with the ROGS responsible person's requirements in relation to technical change at Gogar Depot.

PHOTOGRAPHS / KPIs



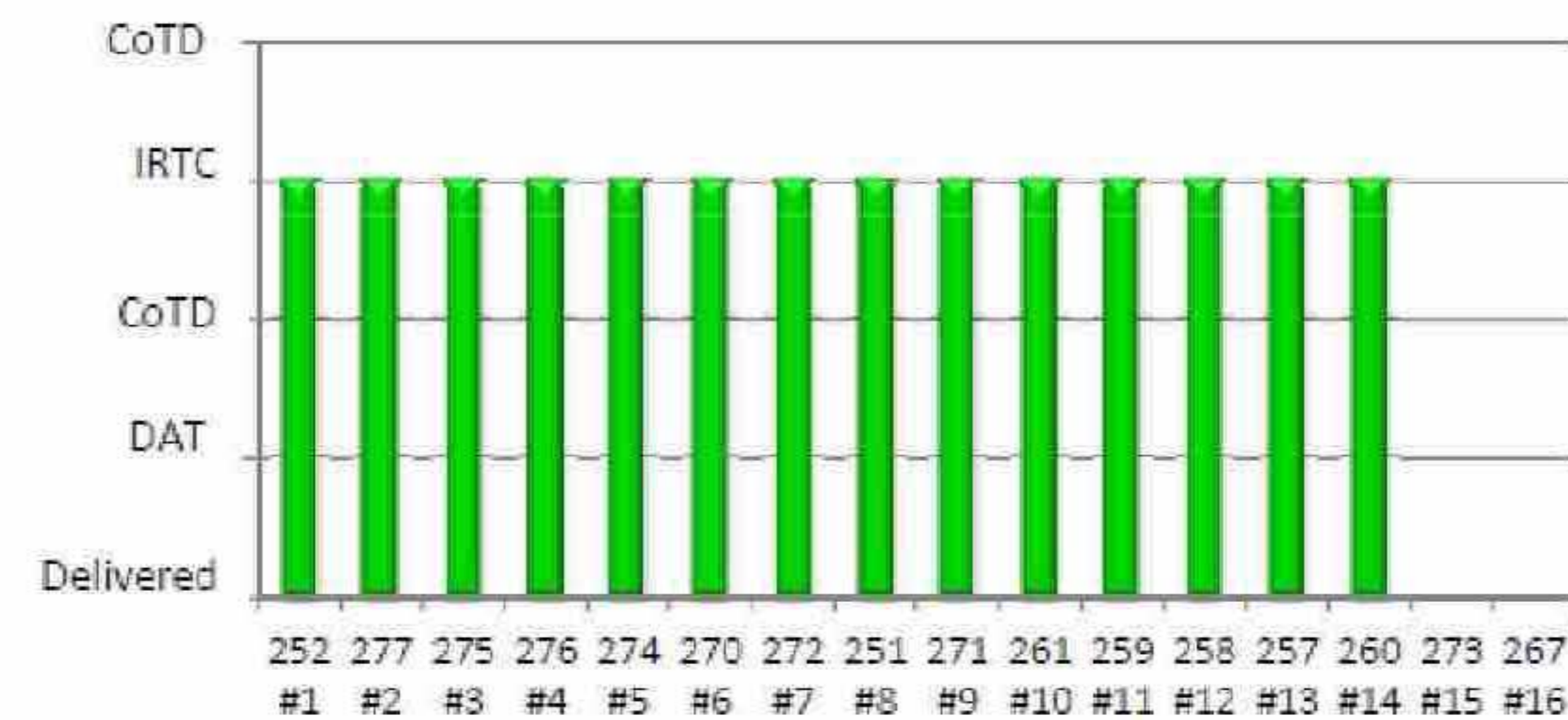
Tram arrival at Gogar Depot

Scheduled Tram Delivery



Trams scheduled for delivery / testing next period	Date
Tram 17 (#263) scheduled for delivery to Gogar	02/07/2012
Tram 18 (#TBC) scheduled for delivery to Gogar	12/07/2012
Tram 18 (#TBC) scheduled for delivery to Gogar	18/07/2012

Tram Commissioning Progress



CoTC - Certificate of Tram Commissioning
 IRTC - Interim Routine Test Certificate (MTT)
 CoTD - Certificate of Tram Delivery
 DAT - Delivery Acceptance Test

Further action required
 Tests Completed

KEY ISSUES

KEY ISSUES

- Failure Reporting and Corrective Action System (FRACAS) and Engineering Change processes required to manage the identification, investigation and rectification of technical issues raised by the Tram Inspector and Operator during tram testing and operation at Gogar Depot.
- The following new tram technical issues were identified during the last period:
 - Passenger Information and CCTV system test failures
 - The Tram Inspector has raised concerns regarding these systems, as they are repeatedly failing during test. Turner & Townsend have raised this with CAF and are awaiting information on the cause and rectification plan for this issue
 - Incorrect operation of the cab speaker volume control
 - Turner & Townsend have requested that CAF provide information on the root cause of this issue, which was raised by the Operator.
- There is an element of work required to be completed by the Tram Inspector related to Systems Integration and Acceptance, which is not explicitly clear in the Tram Inspector's Agreement. This additional work will be discussed with the Tram Inspector next period and agreed with all parties.
- There is also an element of work to be completed by the Tram Inspector which was not included in the original budget (£43,200), as the budget did not consider the set-up of the Tram Inspector's Agreement or additional testing to be carried out for Section B completion. This is currently being discussed with CEC.

OPERATIONAL ISSUES

- Ticket Vending Machines (TVMs) - Lothian Buses are yet to confirm the Preferred Bidder status for TVMs. CEC have confirmed that Lothian Buses will act as their agent in the procurement process.

CEC ACTIONS / DECISIONS

- Decision has been made that the Bus Tracker system will not be fitted to trams at this time.

SOFT ANALYSIS

SUCCESSES	OPPORTUNITIES
<ol style="list-style-type: none"> Tram commissioning now progressing smoothly in accordance with new procedures CAF have stated that their relationship with BBS (primarily Siemens) is improving, but needs to be further strengthened to avoid any affect on integration and testing coordination. Section B completion programme agreed by all stakeholders, with minor issues to be resolved 	<ol style="list-style-type: none"> 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) Review of BBS Section B completion plan may allow trams to be commissioned ahead of schedule
FAILURES	THREATS
None identified	<ol style="list-style-type: none"> Delay in procurement of TVMs may have an effect on the test and commissioning programme Lack of visibility of Systems Integration plans / programme to be resolved FRACAS / Engineering Change procedures required to manage technical issues raised.

Appendix 2 – Health, Safety & Environment

Deliver the Tram Safely / Deliver a safe Tram

1.0 Executive Summary

Executive Summary

- **Independent Competent Person** – RFI 022 - Confirmation of As-Built DKE Clearances raised during the period.
- **Requirements Management** – Verification and Validation Agreed Status now at 98.4% complete
- **Evidence File** – To be transferred from 'old' sharepoint to 'new' sharepoint during period 4
- **Safety Verification Scheme Audits** – Safety Verification audit TSA/12/02 report to be issued during period 4. TSA/12/03 scheduled to take place 28th June 2012.
- **Design** – 3 building fixing approvals remain outstanding. All owners requested further information. A formal agreement has now been sent to each. Currently awaiting approval / return.
- A Meeting was held 15th June 2012 to discuss the lack of tactile paving at the west side of the Gyle tram stop. All parties agreed this would not create a problem for visually impaired members of the public as there would still be a change in surface texture from the adjacent grass track area.
- **Tram** – 16 vehicles now delivered to the depot. Four are currently undergoing static and dynamic testing

Non Conformance Reports - Total No of NCRs raised is 538.

- 33 NCRs were raised during the period and 13 NCRs were closed out during the period. 14 no open NCRs are greater than 6 months old.
- The Road Safety Audit Stage 3 has been undertaken to identify any residual safety issues remaining prior to the re-opening of Prices Street. Bilfinger Berger – Siemens are currently closing the snags identified.

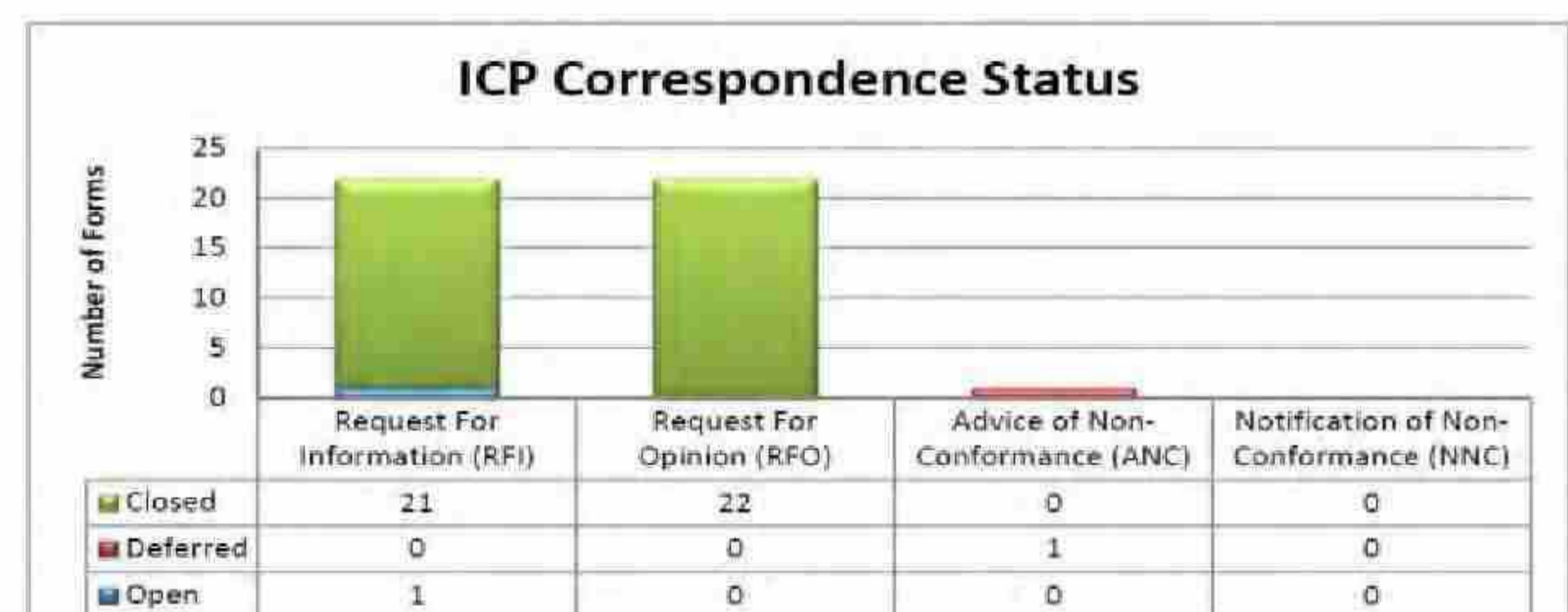
2.0 Safety Verification Scheme (SVS)

- Evidence File – Currently no information can be uploaded to the evidence file as the site has not been transferred over to the new SharePoint. IT has now agreed the product to facilitate the transfer and that transfer is now to be progressed during next period.
- Safety Verification (SV) audit TSA/12/01 report for Maintenance of Depot Workshop Equipment and Track was issued on 8th June 2012. Following responses mutually agreed responses will be updated in the report.
- Next SVS Audit TSA/12/03 Scheduled for 13th June 2012 – Section 1C - Slips, Trips, Falls (2 Wheel Vehicles) has been re-scheduled to the 28th June 2012 due to BBS not being able to support the original date.
- The ETN Safety Verification Scheme (Ref CP 8322) document was re-issued at revision 5 during the period.

3.0 Independent Competent Person

ICP Issues

- RFI 022 - Confirmation of As-Built DKE Clearances raised during the period. It requires the project to assure that Dynamic Kinematic Envelope (DKE) clearances notified as sub-optimal in RFO-021 are verified to be no worse than stated (Ref. INF CORR 8311). No response has been received.
- A PSCC meeting was held 6th June 2012. Minutes have been issued for comment.
- Next ICP Liaison Meeting to be on 11th July 2012. 2 subjects have been identified; Change Management Process to be presented by John White. DST to speak to JWH regarding inclusion of details relating to tram. Update to Requirements Management to be provided by Stephanie Moffat (Siemens).



4.0 BBS Design Construction and Testing & Commissioning Assurance

Design

Electromagnetic Compatibility (EMC)

- BBS Correspondence (Ref. ETN(BBS)CEC\$TEE&ABC#054959) SIT Procedure - Overall Magnetic and Radiated Emissions (IO 1.0) was submitted for information during the period 2. The document is currently being reviewed.
- A meeting was held with BBS during the period to discuss the results to date for Rail Conductance. BBS stated that results for Princes St do not meet the contract criteria of being 5 times better than standard. BBS will produce a rationale in support of a concession to this requirement.
- SDS provided information to enable Network Rail (NWR) to provide a non-objection to the proposed location for the Radio Mast near to the Edinburgh Gateway stop. SDS followed up their request for non-objection from NWR, stating that it was no longer required as they are compliant with NWR standards in the planned location.

Trackform

- Rheda City Track Typical Sections were submitted during the period. These have been reviewed by TSS and a number of comments raised in relation to the ability to maintain the tracks in the future. A formal audit will now be arranged to close the concerns identified.

Building Fixings

- Three building fixing approvals remain outstanding. All owners requested further information. A formal agreement has now been sent to each. Currently awaiting approval / return.

Tram Stop

- A Meeting was held 15th June 2012 to discuss the lack of tactile paving at the west side of the Gyle tram stop. All parties agreed this would not create a problem for visually impaired members of the public as there would still be a change in surface texture from the adjacent grass track area.
- It was agreed that either the handrail or the planting along the side of the tramway would need to be extended. Agreed by all parties that depending upon the type and height of the bushes; to be planted; that these would be extended to delineate the end of the pathway.

Testing & Commissioning

- Trams – 16 vehicles have now been delivered to the depot and are currently undergoing testing and commissioning.

5.0 Operator/Maintainer Safety Management System (inc. T&C)

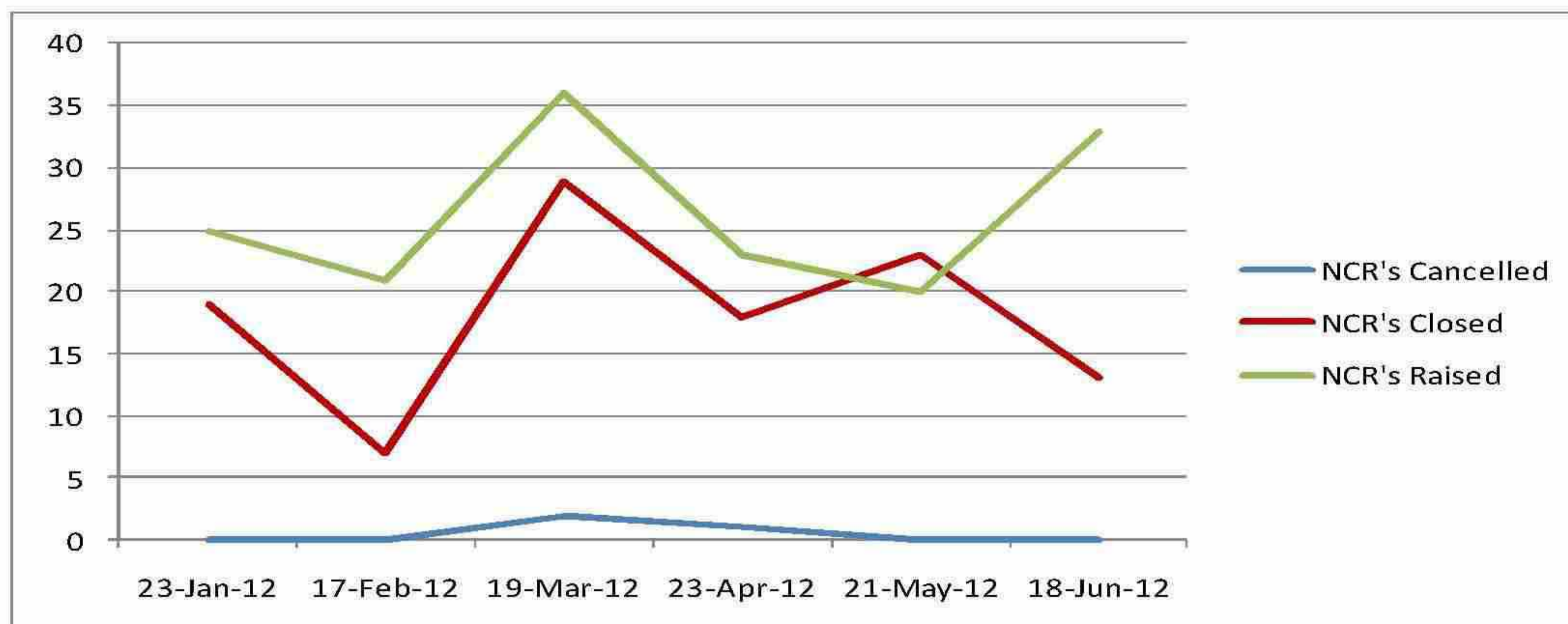
- Depot and mini-test track operations continue. 16 vehicles have now been delivered and are undergoing testing and commissioning.
- Preparations are now underway for recruitment and training of additional drivers and controllers to facilitate Section B test track activities from Mid December 2012 are underway.
- Liaison with Siemens and other project partners is ensuring that training in safety critical competencies such as SCADA, TPDS, IVU, electrical principles for controllers and Work Site Safety Controller, are delivered well in advance of energisation.
- An environmental audit took place on the 18th June
- ISO BS EN 9001 stage 2 certification audit is scheduled for the 26th and 27th June, ISO BS EN 14001 for the 29th June and BS 18001 for the 29th June
- Lloyd's Register Rail has been commissioned to carry out a stage 4 peer review of operational readiness

5.0 Metrics

- Currently progressing with QM 73 and QM 78 however these metrics inspections can not be closed until all relevant Verification and Validation evidence is reviewed and accepted / approved. This process is currently ongoing. However the Verification and Validation method for relevant requirements have been agreed.

6.0 NCR's

- Total number of Non Conformance Reports raised - 538
- Total number of Non Conformance Reports raised in period 2 - 33
- Total number of Non Conformance Reports closed in period 2 - 13
- Number of Non Conformance Reports greater than 6 months old – 14

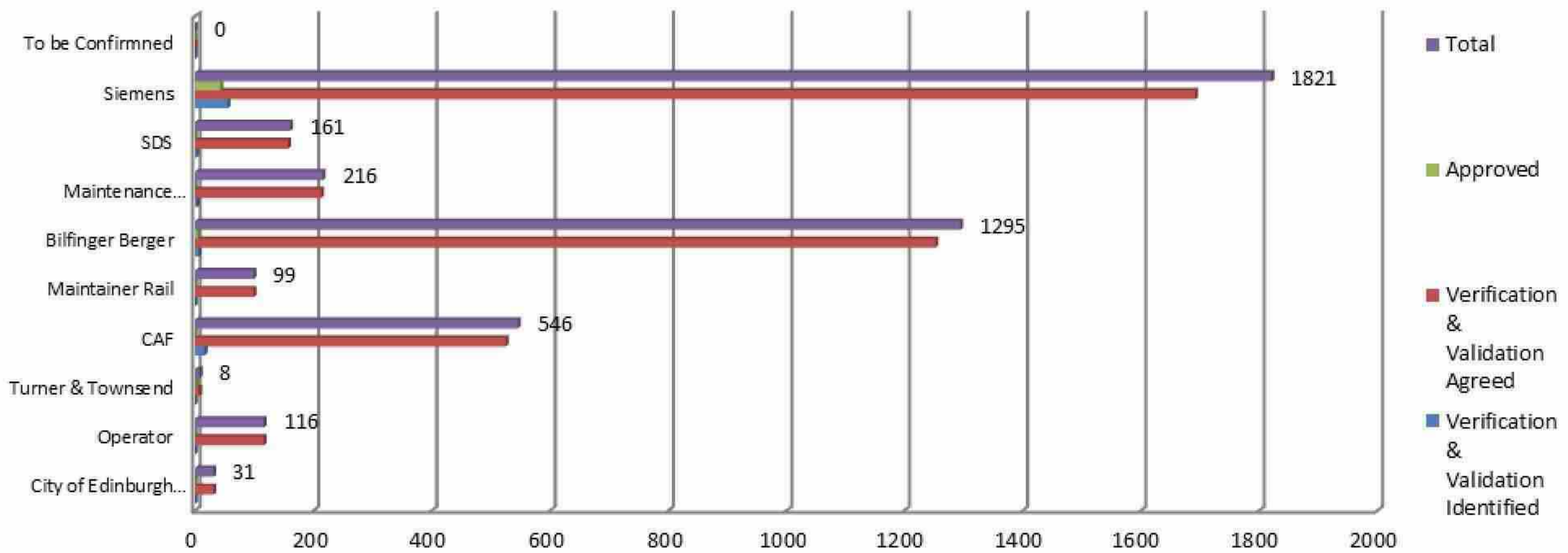


7.0 Requirements Management

Progress

- Progress on track to complete agreement of Verification and Validation method by the end of June 2012. The assurance team are currently reviewing a number of concessions that have been applied for by BBS in relation to requirements that can no longer be achieved due to changes in works; contracts; design etc. Formal responses to be collated and issued to BBS.

Requirements Management Overview

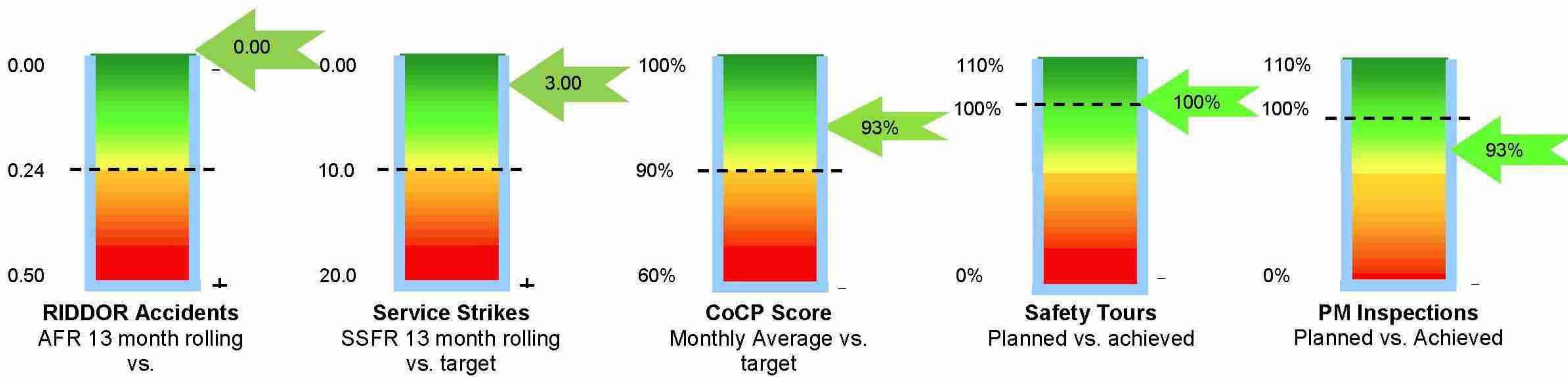


% Verification & Validation Agreed Status	% Verification & Validation Approved Status
98.4%	2%

8.0 Deliver a Safe Tram – Required Actions

- Metrics Inspection QM73 and QM78 to be progressed; review of outstanding Verification and Validation evidence to be carried out during period 4 / 5
- Next ICP Liaison meeting to be on 11th July 2012.
- Next PSCC meeting to be held on the 1st of August 2012.
- Complete and formally issue Safety Verification Audit Reports for TSA/12/02

HS&E ACCIDENTS and INCIDENTS SUMMARY											
Total	Total Hours	>7day	Major	Injury	NM/Unsafe Condition	Service Damage	ENV	RTA	MO P	AFR	SFR
Period	522,369	0	0	4	2	7	3	0	0	0.00	1.34
13 period rolling	1,732,052	0	0	18	70	52	9	0	18	0.00	3.00
INFRACO											
Period	370,868	0	0	4	2	6	0	0	0	0.00	1.62
13 period rolling	1,281,254	0	0	18	45	29	5	0	12	0.00	2.26
OTHER TRAM											
Period	102,366	0	0	0	0	1	3	0	0	0.00	0.98
13 period rolling	252,464	0	0	0	25	23	4	0	6	0.00	9.11



EXECUTIVE SUMMARY

- There were no serious / significant incidents reported within the period
- There were 17 other incidents (3 environmental incidents, 8 service damages, 4 injury's and 2 near miss/unsafe conditions) See Appendix A for details.
- The rolling 13 Period AFR remains at 0.00, better than the benchmark KPI of 0.23 for the project.
- CoCP compliance was recorded at 93% during Period 3
- 93% of planned PM joint inspections have been carried out during Period 3.
- 100% of planned safety tours were carried out during Period 3.

Project Report – Period 3

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

Project Running Totals	HS&E Tours (Directors)	HS&E PM Inspection
Number planned	1	14
Number achieved	1	13

HSQ&E KEY ACHIEVEMENTS

- The rolling 13 Period AFR remains at 0.00, better than the benchmark KPI of 0.23 for the project.

Key Issues – Points to Note

- Responses have been received to the pro-forma included within the report on the safety initiative ‘Think before You Act’ session to commit to implementing the items included on the action plan for their specific organisation for the continuous improvement of health and safety.
- Turner & Townsend participated in the Bilfinger Berger – Siemens visit to Balgreen Primary School on the 18th June. The visit utilised the Network Rail 365 bus for a presentation, and also included a dumper and mini excavator being sited in the playground.
- Bilfinger Berger – Siemens held their monthly Occupational Health & Safety Meeting which was attended by Turner & Townsend Senior management along with representatives from Transport Scotland and City of Edinburgh Council.
- McNicholas held a “Stand-Down for Safety Day” on the 14th June for their workforce. The day was split into a morning and afternoon session. A total of 82 persons attended the sessions.
- Following the ‘Think before You Act’ workshop, Turner & Townsend have been in discussion with the Principal Contractors to develop leading indicators that can be used to proactively manage health and safety performance on the project. This will be reported on in detail Period 4

ENVIRONMENTAL SUMMARY

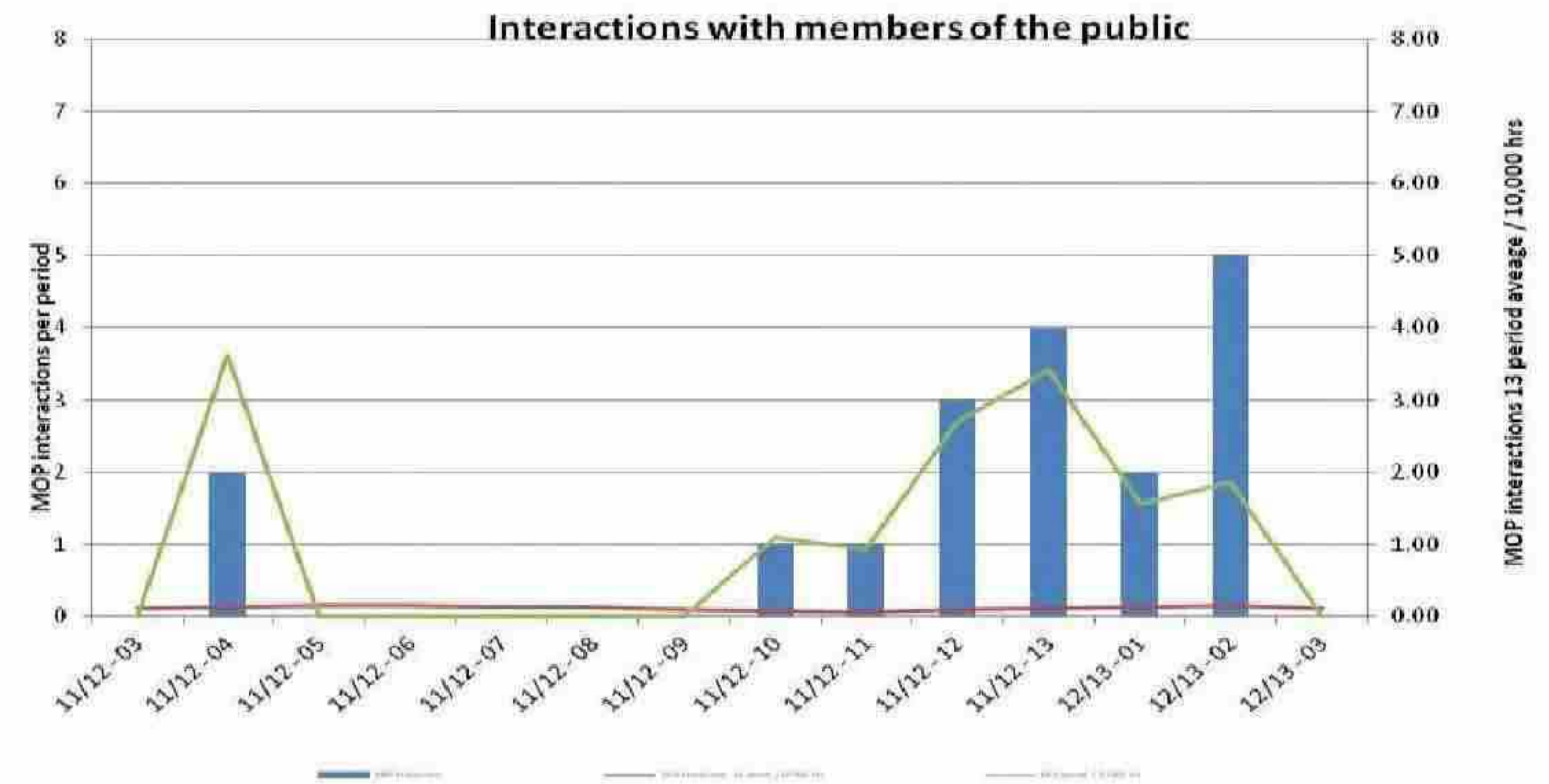
List any significant environmental events, initiatives, breaches etc

- A COCP (Noise) Briefing was developed by Turner & Townsend, as a result of a number of complaints having been received from members of the public. This has been issued to all Turner & Townsend Project Managers and the Environmental Contacts for each contractor.
- An inspection of the London Road clock took place 19th June 2012. The clock is currently in storage at a CEC Yard in Penicuik. The clock requires restoration; including sand blasting and re painting. A large foundation will be required and the clock will need to be lifted into place using a crane, thus traffic management will need to be considered. Report detailing current monuments status and estimated costs to be updated and reissued by the 22nd June 2012.
- Environmental Inspection carried out at St Andrew’s Square / Elder Street 15th June 2012. No significant issues identified. Inspections are scheduled for 26th June 2012 (McNicholas) and 27th June 2012 (BBS – Section 5 or Section7).

Member of Public Interaction Summary

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

There were no reported Member of Public incidents during Period 3.



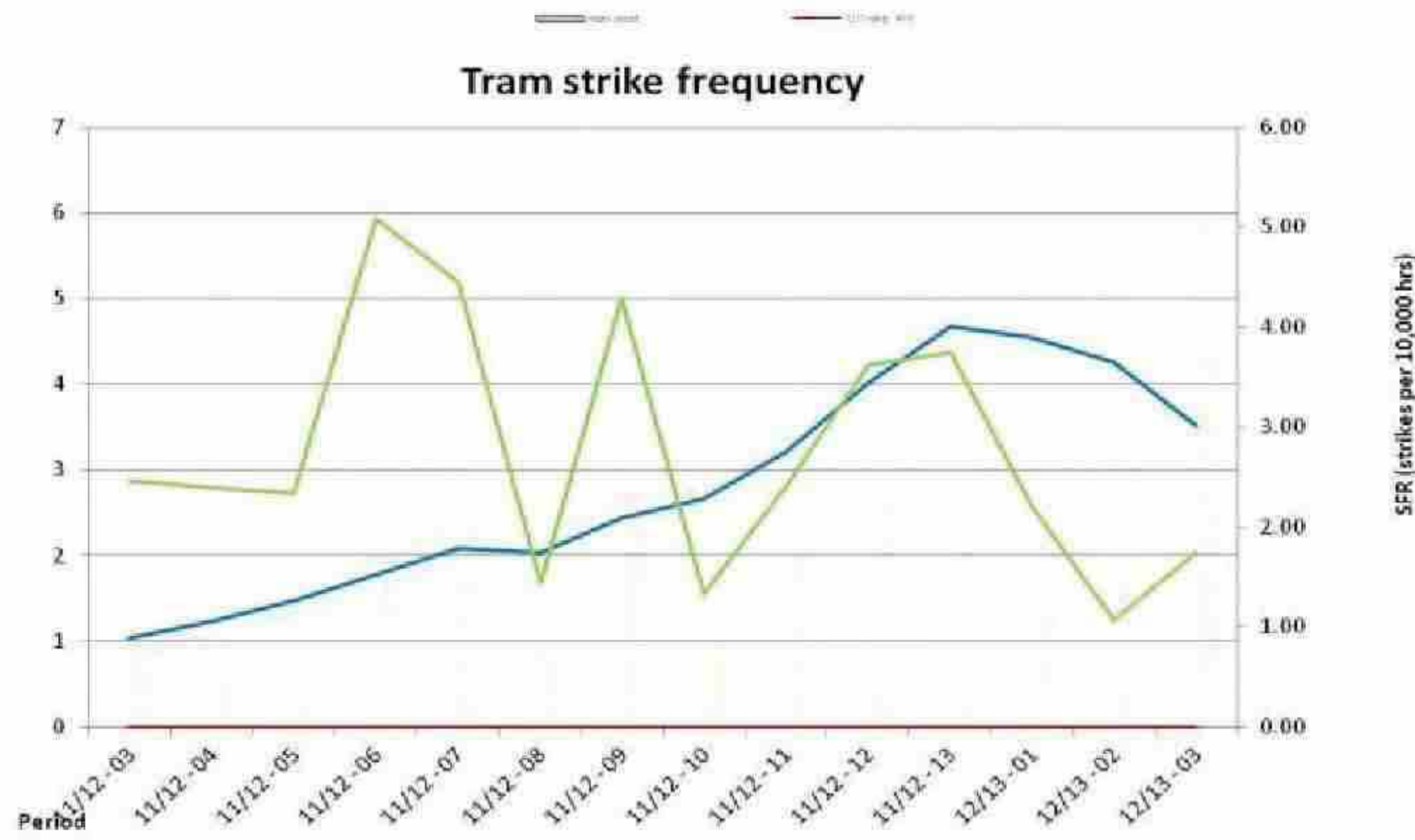
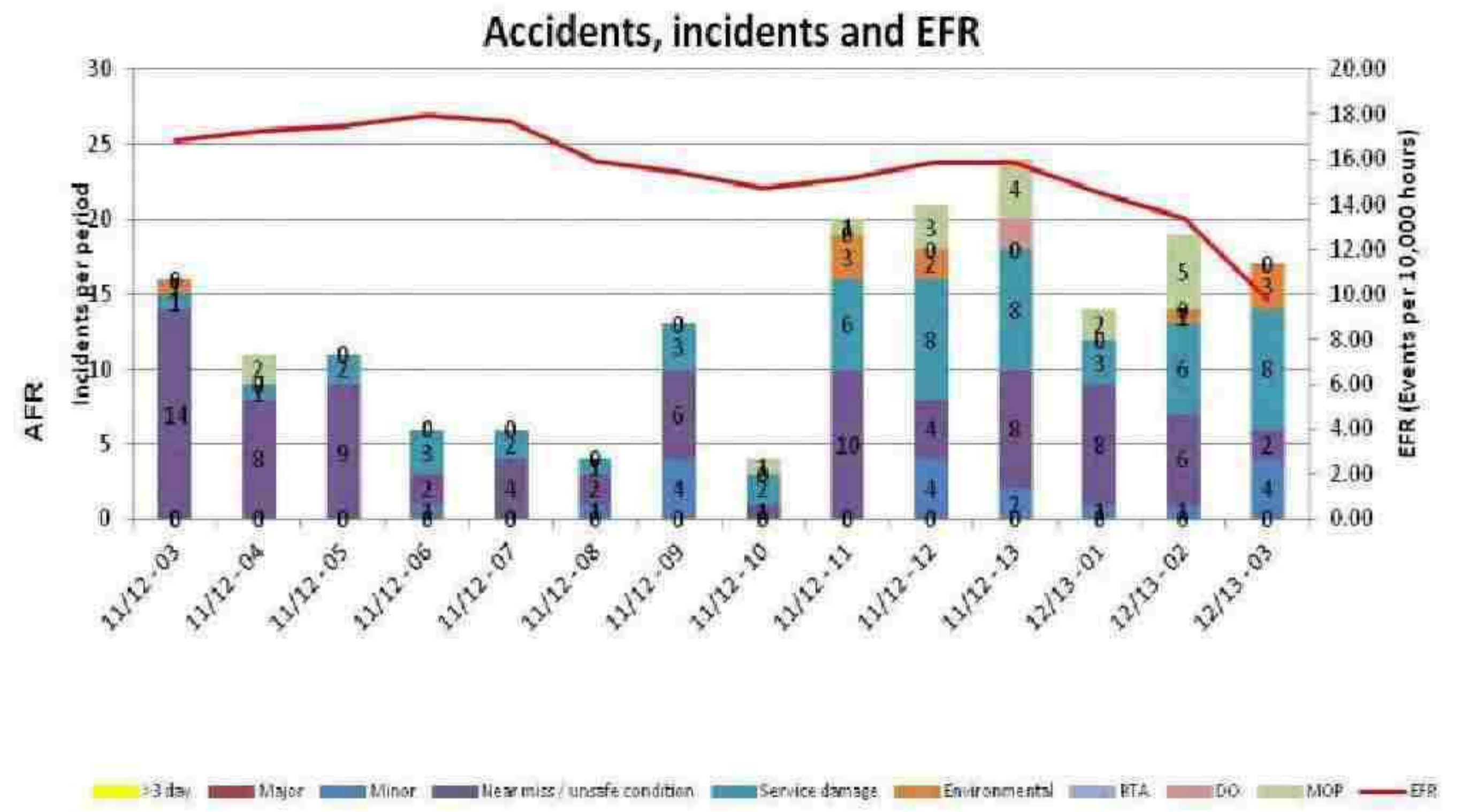
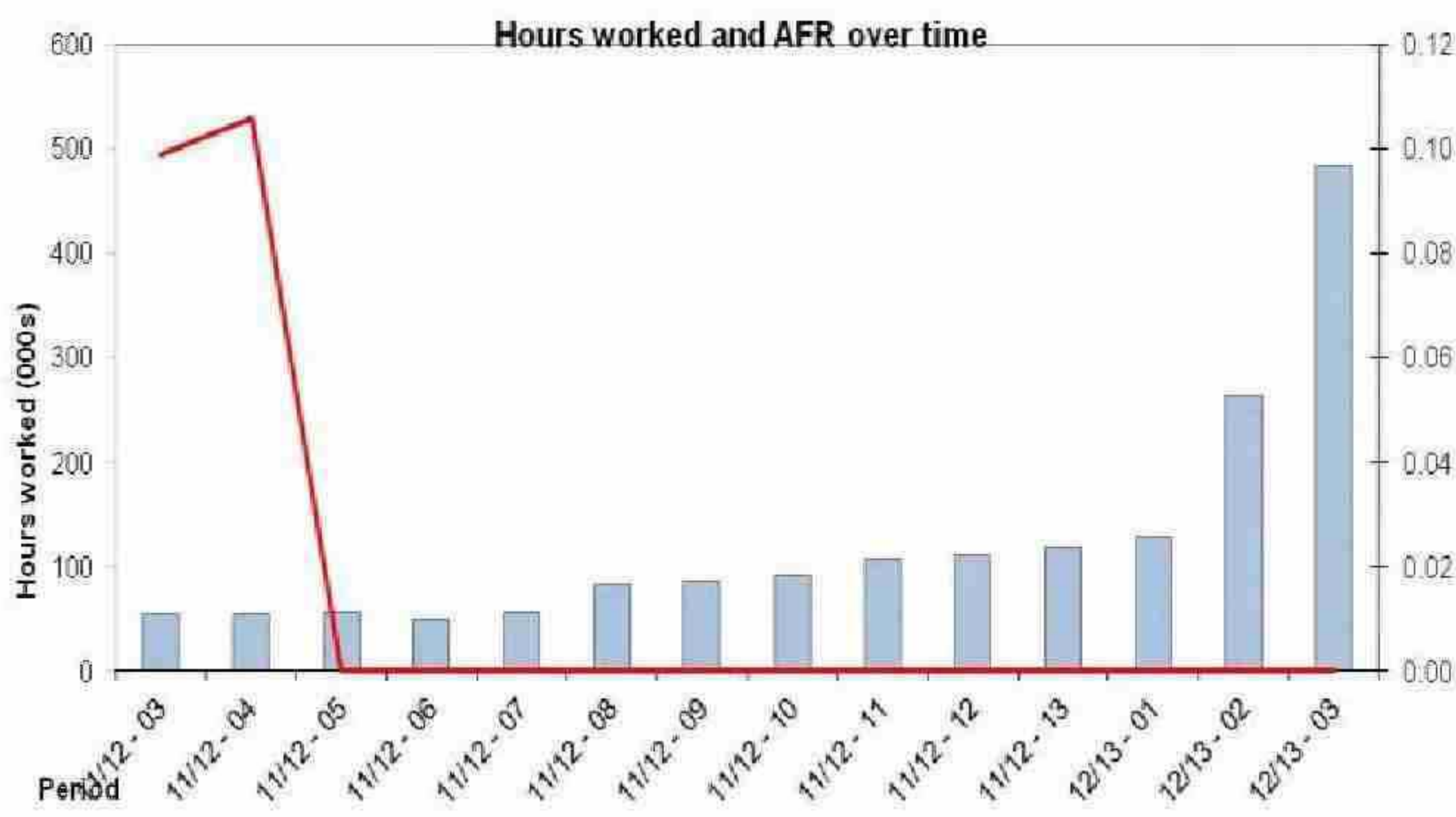
CDM Compliance

List any significant quality events, initiatives, breaches etc

- During the period Reigart were appointed as contractor for the demolition works of the toilet block at Cathedral Lane. A review was undertaken of their documentation including construction phase plan and method statement & risk assessments. The demolition works commenced on the 18th June
- A review was undertaken of the health and safety submissions of the tendering contractors for the Scottish Water legacy works contract in Leith Walk. It has been advised that the selection of the contractor is currently on hold.

Project Report – Period 3

GRAPHS



Project Report – Period 3

APPENDIX A

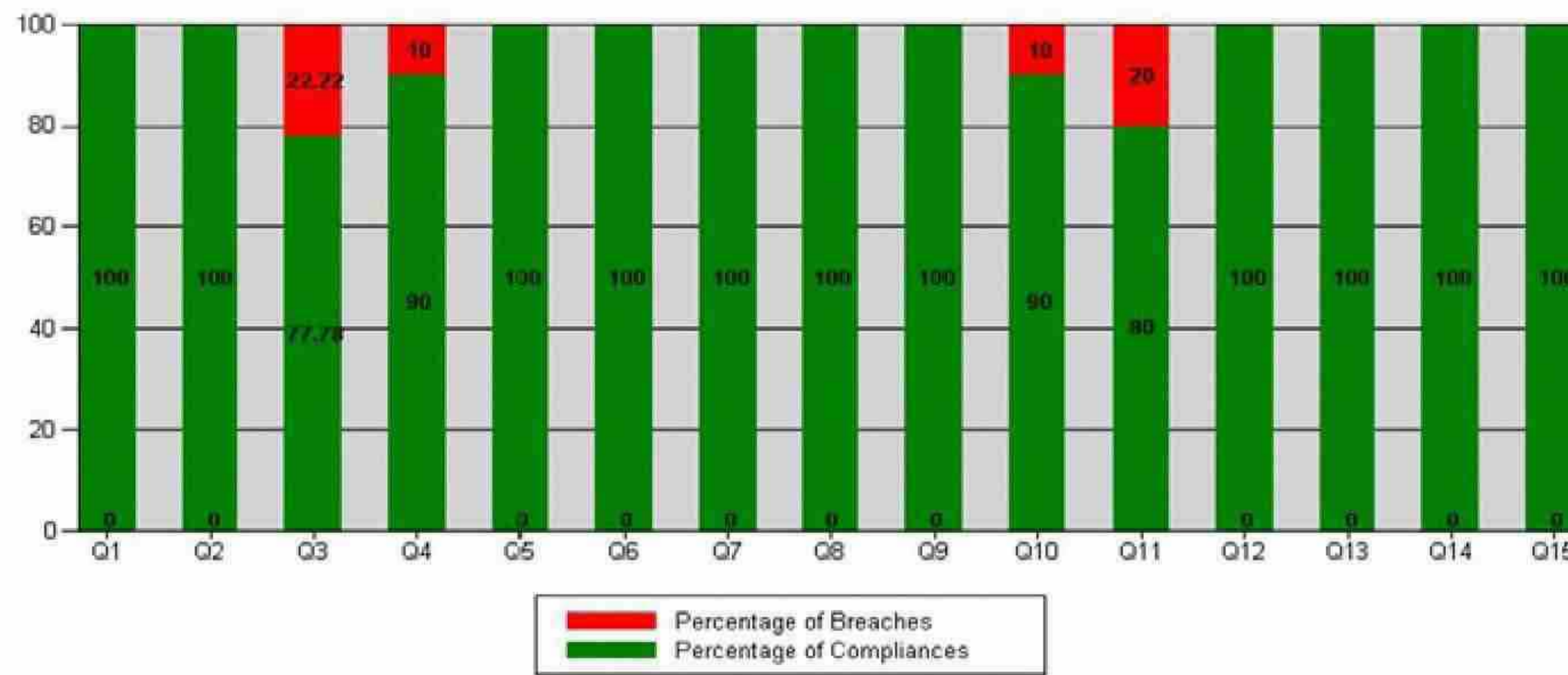
There were 17 incidents in total since the issue of the last DtTS report none of which were classified as serious / significant:-

Other Incidents since last DtTS report

Date of event	Location description	Initial description	Contractor involved	Type
29/05/2012	Compound, north side Edinburgh Park Bridge	Tractor and dump trailer reversed into sleepers	Coffey	Near miss / unsafe condition
30/05/2012	St Andrew Square	Blockage to concrete pump. Blockage cleared itself and blew back into operative knocking him backwards. Another person was hit by concrete.	Crummock	Injury
29/05/2012	Balgreen	Damage to C&W ducts and fibre cables. C&W repair undertaken by 20:00 not known number of customers affected	Expanded	Service damage
31/05/2012	Coates Crescent	MOP (local resident) complained via CEC out of hours service that a generator (McNicholas welfare cabin, clothes drying) that had been left running was causing noise nuisance	McNicholas	Environmental
04/06/2012	Manor Place	MOP (local resident) contacted CEC by email twice over the weekend to complain over lorry movements on Manor Place, in breach of local access arrangements. Complaint also related to work being undertaken from 08.00 on Sunday (03/06/12) in breach of CoCP relaxation. Complaint also alleged that a lamp post had been damaged.	McNicholas	Environmental
07/06/2012	Gogarburn Bridge	Site worker cleaning holding down bolt arrangement on outside of green fence above Gogarburn with no harness	Bourne Rail	Near miss / unsafe condition
08/06/2012	Hanover Street/Princes Street	During excavations to remove a redundant traffic signals cabinet a cable was damaged. The damage affected the traffic lights on the Mound	Crummock	Service damage
07/06/2012	Haymarket Depot	During excavation for pilecap the bucket of the excavator brushed the side of a fireclay duct resulting in damage to LV cable	Expanded	Service damage
14/06/2012	Broomhouse Drive	An LV electrical supply on a redundant bus shelter was damaged by an excavator at Broomhouse Drive on the guided busway	Crummock	Service damage
18/06/2012	Stenhouse St	Damage to 25mm dia gas service	Crummock	Service damage
18/06/2012	Haymarket	Person received injury to hand - hit finger with hammer	Grahams	Injury
18/06/2012	Haymarket	Damage to LV street lighting cable	McNicholas	Service damage
18/06/2012	Section 5C	Person received injury to hand - broken thumb due to being trapped between rail and sleeper	Bam Rail	Injury
14/06/2012	Princes St/Hanover Street	Person received cut to leg - incident not reported through On Call phone. Incident recorded due to Graeme Walker speaking with Jim Noblett of BBS	Crummock	Injury
19/06/2012	Princes St	Damage to Scottish Water culvert - crown of sewer penetrated (approx 400mm x 400mm)	Crummock	Service damage
21/06/2012	Broughton St	Damage to 35mm cable during excavation works	McNicholas	Service damage
21/06/2012	Coates Crescent	Member of public complained via CEC out of hours service regarding level of noise	McNicholas	Environmental

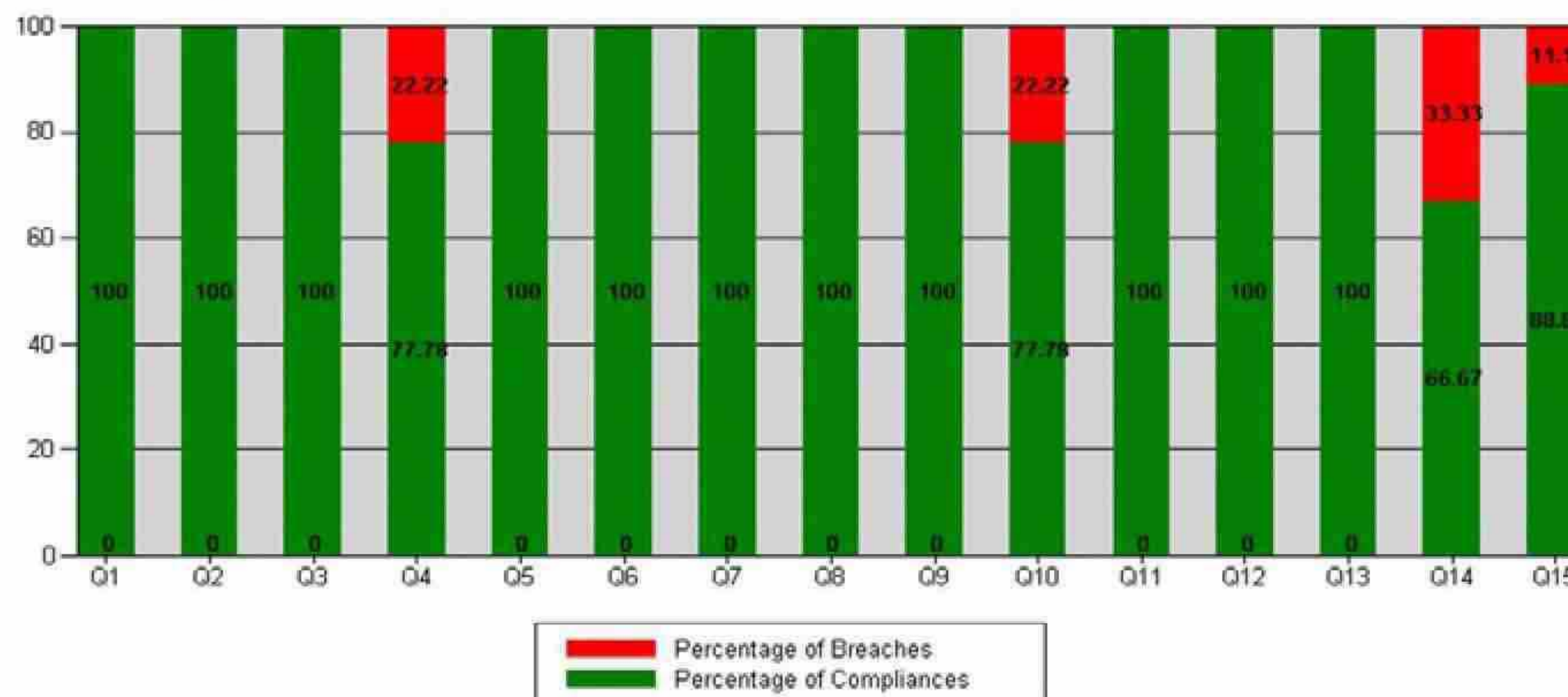
APPENDIX B – COCP INSPECTIONS

Period 2 (previous period)



Period 3

- CoCP compliance was recorded at 93% during Period 3



Q1. Hours of Work
Q2. Notification
Q3. Notices
Q4. Fencing and Hoarding
Q5. Noise
Q6. Waste Management
Q7. Waste Water and Run-Off
Q8. Water
Q9. Emergency Access
Q10. Parking
Q11. Litter and general housekeeping
Q12. Dust
Q13. Smoking
Q14. Members of the Public
Q15. PPE and Behaviours

Project Report – Period 3

Summary of issues and action taken

No	Date of Inspection	Location	Contractor	Question Number	Issue detail	Action taken or required to be taken by contractor	Date to rectify or rectified
1	30/05/12	Haymarket	McNicholas	10	Vans being parked on street outside construction site	Vans moved	30/05/12 Closed
2	19/05/12	Broomhouse Drive	Crummock	4, 10, 14	Excavator and dumper parked and working on public footway/cycleway without pedestrian /cyclist segregation.	Fence erected to separate worksite from the public area.	19/06/12 Closed
3	20/06/12	A8 Underpass	Expanded	14	Temporary footway ramp showing significant wear and tear.	Ramp repairs to be carried out	22/06/12
4	20/06/12	Edinburgh Park	Coffey	4	Broken wires protruding from damaged Heras fence.	Broken wires removed	20/06/12 Closed
5	20/06/12	Edinburgh Park	Coffey	14	Concern raised over safety/ stability of temporary footbridge across tram track.	Structure to be reviewed by BBS temporary works coordinator and any required remedial action taken.	22/06/12
6	20/06/12	Edinburgh Park	Coffey	15	Operative not wearing hi-viz vest and safety helmet.	Operative obtained required PPE	20/06/12 Closed



Area of Interest	Items to be addressed in Document	Current Status	Current Activities Plan	Risks if not resolved	Action Owner	Action with	Largest Date to Close Out
3rd Party Consents							
Network Rail - Asset Protection Agreement	This document governs the design approvals and permits to work consents along the Railway Corridor between Haymarket and Edinburgh Park.	The existing APA, period expired on 30 June 2011. We requested an extension as is permitted under the Agreement and NR have requested additional funding confirmation, and have indicated they may wish to review the obligations of this agreement. At present the revised APA has not been executed, but access to the site is not critical for construction or commencement of operations.	Revised documentation now issued to NR for acceptance. We have now responded with comments and revised for forecast. Document agreed and awaiting signature.	Finalise design risk if not resolved	Alisdair Sim	Network Rail	Jun-12
Substation W/leaves - Hammarist	Substation lease agreement between CEC and leaseholder of NR owned land.	No physical blockers to the substation construction. Documents now under review by all parties.	CEC to enter into lease drawn down with NR and then sublease to SPS. Draft wording is now with SPS for agreement. Meeting planned for 12th June with Robert Little to close out.	Finalise design risk if not resolved	Alisdair Sim	ScotRail Power	Jun-12
Substation W/leaves - Cathedral Lane	Standard substation lease agreement.	Final FIC's issued by BBS. CEC can now progress substation lease with SPS.	AG to commence the substation lease agreement with SPS.	Finalise design risk if not resolved	Alisdair Sim	CEC	Aug-12
Operational - Bridge	Agreement to address responsibilities in relation to the Central, Knowle and Edinburgh Park Bridges.	The agreement is currently with NR. CEC have concerns in regard to the unratified indemnities which are implied in the current drafting. CEC have considered progression, communication with OPR to seek advice in this regard. Needed to be agreed in the process.	CEC to discuss with NR, using the TSNR Bridge Agreement template as a starting position. HBL-GW have been approached to provide advice.	Finalise design risk if not resolved	Alisdair Sim	CEC	Jun-12
Network Rail - Operating Agreement	An agreement setting out key lines of communication and responsibilities between the Network Rail and the National Rail network.	This agreement is currently on hold. CEC have concerns in regard to the unratified indemnities which are implied in the current drafting. CEC have considered progression, communication with OPR to seek advice in this regard. Needed to be agreed in the process.	Action on CEC to re-engage with NR.	Finalise design risk if not resolved	Alisdair Sim	Network Rail	Jun-12
Network Rail - EMC and Transmission approval	Payment to indemnify FBR and NR against loss of car parking at Haymarket Station car park.	Within available budget allowances. No. of parking spaces affected is agreed with NR and FBR.	The matter cannot be completely closed out until BBS complete the works and the timeline over which compensation applies can be determined. The programme is now 16 months overdue in this area.	Finalise design risk if not resolved	Alisdair Sim	CEC	Unknown at this point. Construction programme not signed/completed.
Network Rail - Sarnibus	Various services agreements to be entered into between CEC and NR. These are all agreed and set out in the Framework Agreement.	HBL-GW appointed, work can get underway in registering these services.	HBL-GW are ready to submit documents to NR - awaiting Robert Little to confirm NR legal advice.	Finalise design risk if not resolved	Alisdair Sim	Network Rail	Mid 2012
Construction - Tramway	Construction costs with BBS for the Edinburgh Tramway.	BBS extracts submitted to BBS and are currently under review.	Await BBS response and move to a commercial settlement on that basis.	Finalise design risk if not resolved	Alisdair Sim	BBS	Mid June 12
Construction - Nil	Agreement on the use of the tramway.	Negotiations underway between the Central, Knowle and Edinburgh Park Bridges.	CEC have indicated the CAAD process in West Edinburgh.	Finalise design risk if not resolved	Alisdair Sim	CEC	Unknown - depends on claimant.
Construction - SW - Hammarist	3 No. building things	Minor building things agreements for 76 Poles and 277 Poles SW and House of Fraser.	Awaiting response from building owners.	Finalise design risk if not resolved	Alisdair Sim	CEC	Mid June 12
Construction - SW - Hammarist	Scottish Water approval	Review been under way of an agreement along the off street section of the route 2 required.	Draft meeting for Edinburgh gateway with Scottish water, draft meeting for Hammarist with Network Rail.	Finalise design risk if not resolved	Alisdair Sim	SWWR	Mid June 12
Technical Informatics							
Design	Location drawings to be provided	Comment 4686	This information will be closed section by section. Meeting to be arranged week 12th April to agreed section 7.	Final agreement will not be obtained if not resolved	Robin Goodwin	BBS Michael Wilken	Apr-14
Design	Details of steps, cycle ramp and quadrilateral requirements to be reviewed in consultation with CEC.	Comment 3760 to be closed	Design with SDC (3 months/limited building process) SDC to issue technical design by 12 June 2012.	Construction delay risk if not resolved	Robin Goodwin	BBS Simon Nesbitt	Jun-12
Design	Final details of any existing and bonding requirements that impact on CEC infrastructure need to be provided for review and approval	Comment 11244 to be closed Comment 11500 to be closed	Design with SDC, mock up of lamp column installation to be considered. Attention should be given to Frances street interface. CEC have commented on the submission. Revised submission required. Minutes of meeting to be issued, with product information on lamp post installation proposed. Power back up required, SDC to address concerns raised.	Construction delay risk if not resolved	Robin Goodwin	BBS Michael Wilken	Jun-12
Planning, Consents, Variations & Informatics							
Edinburgh Park Overbridge	Change to cladding material on north abutment from natural sandstone to reconstructed block	The agreement with New Edinburgh Limited stipulates use of natural stone for the north abutment. No requirement to vary for to be implemented in line with original consent. Meeting with New Edinburgh Ltd scheduled for 30th/11 - comparative costings between natural stone and reconstructed stone BBS to confirm construction. BBS to confirm timescales.	BBS to provide confirmation of material details to comply with planning requirements.	Construction delay if not resolved	Frances Newton	BBS Simon Nesbitt	Jun-12
Roadway Street Bridge/Retaining wall - Amerside design	Change to the alignment of retaining wall in lake account of utilities	SDS advised of need for Planning variation following design changes - change should be formalised later to construction. BBS to confirm timescales.	Awaiting further details from BBS on schedule.	Design delay if not resolved	Frances Newton	BBS Simon Nesbitt	Jun-12
NEW Parkstatement of Heads Memorial - foundation design	Relates to information applied to original approval	No provision made for this in technical design. Needs to be progressed to ensure full design integration with utilities. Main power supply also required. Timescale - 1bc	Revised design now issued. TAT to provide service information to CEC.	Design delay if not resolved	Frances Newton	Rob Leach	May-12
Shardwell Place Tram Stop	Clarifier design and Method Statement for the dismantling/rebuilding of Ashford/Coles Crescent Walls	Letter seeking for detailed design proposed for the walls signed off by CEC Planning, 21/07/11 Letter addressed to Method Statement/Consent Survey to be provided by BBS. Information to be provided to cover alterations to walls, repairs and contingency arrangements in event of damage/collapse.	BBS have provided a method statement to cover construction work to the walls. Additional information has been provided by SDC, CEC, now to issue a letter of approval.	Construction delay if not resolved	Frances Newton	Frances Newton	Jun-12
NEW St Andrew Square - Public Realm Upgrading	Design. Also requires road approval	SDS/SPB to discuss outstanding issues with CEC Planning before taking forward. Details to be presented to Council's Streetscape Delivery Group prior to sign off. Approval now not required, awaiting submission	BBS to provide updated design for records	Design delay if not resolved	Frances Newton	BBS Simon Nesbitt	Jun-12
Dubin Street - Works to install retaining walls and railings	Linked Building Consents and Full Planning	Revised design proposals for steps and ramp currently being developed by SDC. CEC's required for alterations to waterfalls on western and eastern sides of street. Feedback to be sought from Historic Scotland prior to finalising submissions. Details now submitted formally	Awaiting planning meeting 20th June, further discussion required with land owner. Planning grant/ final approval required.	Design delay if not resolved	Frances Newton	BBS Simon Nesbitt	Jun-12
Planning variations	Roadway Data	Proposed to be constructed by BBS - further agreement may be required by CEC.		Design delay if not resolved	Frances Newton	Shirley Muehle	Jun-12
Other Approvals							
Construction	Letter to be issued to third party	Schedule to be developed	CEC to provide schedule	Delay to construction	Andy Conway	Frances Newton	Jun-12
Roads Approvals	Road Safety Audits	Items to be closed by BBS	CEC to review submission from BBS	Delay to hand back and opening	Andrew Renwick	CEC Andrew Renwick	Jun-12
Roads Approvals	Road Safety Audits	Items to be closed by BBS	CEC to review further information from BBS when received	Delay to hand back and opening	Andrew Renwick	CEC Andrew Renwick	Oct-12
Roads Approvals	Road Safety Audits	Items to be closed by BBS	CEC to review submission from BBS and complete exception report	Delay to hand back and opening	Andrew Renwick	CEC Andrew Renwick	Jun-12
Roads Approvals	Road Safety Audits	Items to be closed by BBS	CEC to review submission from BBS and complete exception report	Delay to hand back and opening	Andrew Renwick	CEC Andrew Renwick	Jun-12
Roads Approvals	Road Safety Audits	Items to be closed by BBS	CEC to review submission from BBS and complete exception report	Delay to hand back and opening	Andrew Renwick	BBS Simon Nesbitt	Jun-12
Depot Radio meet	TRO's	System wide	The current TRO's expire in October 2012, a new date needs to be agreed with CEC and the application dependent	Delay to opening	Andy Conway	CEC Iain McCafferty	Jun-12
Legal Agreements	Clause 28.7 form of Part F of Schedule Part 8 and Appendix 8 of Schedule Part 44)	Collateral warranties are to be granted from each of the sub-contractors listed in Schedule Part 38. The parties entitled to receive sub-contractor collateral warranties are the CEC, EAL, TEL and Network Rail.	THE JOHN GRAHAM (GROMORE) LTD AND EXPANDED LTD WARRANTIES ARE BEING FINALISED FOR COLLATERAL WARRANTIES FROM (1) DESIGNERS, (2) OHLE INSTALLERS, (3) SYSTEM CONTRACTORS, (4) PILING CONTRACTORS, (5) GROUND STABILISATION SPECIALISTS, (6) SPECIALISTS, (7) TELECOMS/SIGNALING SUPPLIERS, (8) TESTING AND COMMISSIONING SPECIALISTS, AND (10) E-M INSTALLERS. THESE SHOULD BE OBTAINED AS NEW SUB-CONTRACTS ARE PROCURED) Schedule of warranties to be provided by BBS	Finalise design risk if not resolved	Key Sub-Contractor, Infraco and Identicality	Kevin Russell	Jun-12
Program Software Escrow Agreement	Clause 102.16	Within 30 days of the accepting the programs that will be used for the construction of the tramway, Infraco must place the source code in escrow with the MCC Group of Microsoft/Technology Ltd.	Siemens to provide details of agreement by April 12. No update received	CEC, Infraco and escrow provider.	Patrick Scully		Jun-12
ISA Reliability Bond	On the certification of the twenty seven day test period, the contractor must provide a reliability bond for 5% of the Aggregate Tram Price (approx £2,788,081.65)	Clause 44.3 and part A of Schedule 10	Bond provider	THIS BOND SHOULD BE PROVIDED ON THE ISSUE OF THE TWENTY SEVENTH CERTIFICATE OF TRAM COMMISSIONING			
ISA Tram Supplier Collateral Warranty	A collateral warranty to be granted by the Tram Supplier to the CEC, Transport Scotland, TEL and any other responsible party at the request of the Client	Clause 41.5	CAF, Infraco, Transport Scotland, TEL and any other parties receiving the collateral warranty.	STATUS OF THE COLLATERAL WARRANTIES TO BE CONFIRMED BY CEG/T&T.			

Agreement/Document	Area of Interest	Items to be addressed in Document	Current Status	Current Activities Plan	Risks if not resolved	Action Owner	Action with	Target Date to Close Out
		Required to be resolved before operations Critical for construction between Airport and York Phase Not critical for construction or commencement of operation						
TSA Escrow Agreement	Area of Interest provided by CAF under the TSA, CAF must place the source code in escrow with the NCC Group of Manchester Technology (or another escrow agent) to be regulated for the escrow services. All costs will be met by the escrow agent.	Clause 51.19.3 and Schedule 8	CAF, I&R/CEC and NCC	CAF, I&R/CEC and NCC	TO BE SIGNED WITHIN 30 DAYS OF TIE ACCEPTING SOFTWARE FROM CAF. SEE PREVIOUS NOTE ON THIS ISSUE RELATIVE TO THE INFRACO CONTRACT.			
TSA Sub-Contractor Direct Agreement	Principal's requirements Contractor Direct Agreement is required in performance bond to be provided by CAF in writing to the NCC Group of Manchester by the tie after the date of commencement of the tie. The tie shall be transferred collateral warranties to be granted at the Transport Scotland, TEL and any other party reasonably requested by the tie. Within 30 days of tie accepting any TMA, CAF must place the source code in escrow with the NCC Group of Manchester writing the Terms and Conditions Specification (and 5) includes that a Sub-Contract Direct Agreement is required, the CAF must	Clause 69.8 and Schedule 18 Clause 46.1 and part 1 of Schedule 23 46.4 and part 2 of Schedule 23 Clause 50.21 and Schedule 9 (of the Tram Supply Agreement).	Sub-Contractor, I&R/CEC and CAF N/A CAF, I&R/CEC, Transport Scotland, TEL and any other parties receiving the collateral warranty. CAF, I&R/CEC and NCC	Sub-Contractor, I&R/CEC and CAF One agreement has been received, more to follow. Beneficiary and surety.	DEPENDENT ON SUB-CONTRACTING ARRANGEMENTS. T&T TO CONFIRM WHAT IS SPECIFIED IN THE TRAM EMPLOYER'S REQUIREMENTS. ONGOING OBLIGATION. DEPENDENT ON RELEVANT ASSIGNATION OCCURRING. TIE/REC TO NOTE IN THE CONTEXT OF POTENTIAL FUTURE INVOLVEMENT OF THE OPERATOR. STATUS OF THE COLLATERAL WARRANTIES TO BE CONFIRMED BY CEC/T&T. TO BE SIGNED WITHIN 30 DAYS OF TIE ACCEPTING SOFTWARE FROM CAF. SEE PREVIOUS NOTE ON THIS ISSUE RELATIVE TO THE INFRACO CONTRACT.			Jul12
TMA Escrow Agreement	Area of Interest provided by CAF under the TSA, CAF must place the source code in escrow with the NCC Group of Manchester Technology (or another escrow agent) to be regulated for the escrow services. All costs will be met by the escrow agent.	Clause 57.6 and Schedule 6	Sub-Contractor, I&R/CEC and CAF	Sub-Contractor, I&R/CEC and CAF	DEPENDENT ON SUB-CONTRACTING ARRANGEMENTS. T&T TO CONFIRM WHAT IS SPECIFIED IN THE TRAM EMPLOYER'S REQUIREMENTS.			

Appendix 3 – Cost Report and Contingency Analysis

Section 1 - Project Summary

	Budget Information			Committed			Forecast					Third Party Contributions		Variance		Actuals	
	A	B	C = A+B	D	E	F = D+E	G	H	I	J	K = F+G+H+I+J	L	M = K - L	N = M - C	O = M / C - 1	P	Q
	Original Budget	Budget Variation	Current Budget	Original Contract Value	Approved Contract Changes	Current Contract Value	Changes in Progress	Anticipated Change	Opportunities	Risk / Mitigated	Anticipated Final Cost	Estimated Contribution Value	Anticipated Final Project Cost	Budget Variance (Value)	Budget Variance (%)	COWD to Date	Outstanding Amount
Edinburgh Tram Programme	500,154	0	500,154	479,660	4,356	484,016	10,165	12,180	0	5,000	511,361	-8,275	503,086	2,932	1%	378,570	105,446
1 Infraco - Off Street	360,060	-2,159	357,901	362,501	-2,159	360,342	10,294	90	0	0	370,726	-6,594	364,132	6,231	2%	298,714	61,628
2 Infraco - On Street	38,817	1,649	40,466	47,384	1,649	49,033	-129	254	0	0	49,158	-1,493	47,665	7,199	18%	11,912	37,121
3 Infraco - Other	3,218	0	3,218	3,218	0	3,218	0	0	0	0	3,218	0	3,218	0	0%	692	2,526
4.1 Utilities (Post Mediation)	1,812	5,461	7,273	1,812	5,461	7,273	0	8,542	0	0	15,815	-188	15,627	8,354	115%	8,474	-1,201
4.2 Legacy Utilities (Revised Tram Route)	0	500	500	0	500	500	0	594	0	0	1,094	0	1,094	594	119%	734	-234
4.3 Legacy Utilities (Leith Walk)	1,100	-1,100	0	1,100	-1,100	0	0	2,700	0	0	2,700	0	2,700	2,700		405	-405
5 Tram vehicles	62,400	5	62,405	63,645	5	63,650	0		0	0	63,650		63,650	1,245	2%	57,639	6,011
6 Project Management (refer to CEC Report)		0	0			0					0		0	0			
7 Preparing for Operations (refer to CEC Report)		0	0			0					0		0	0			
8 Specified Risk Allowance	32,747	-4,356	28,391	0	0	0	0		5,000	5,000			5,000	-23,391	-82%	0	0

Comments:
Report excludes Enabling work packages reported under T19 and utilities reported under T18
Contributions include amounts relevant to reported budgets only. Any further contributions are reported by CEC.

Risk:
QCRA as last presentation - slides 18 May 2012

Actions
Ongoing risk mitigation of major risks.
Realisation of opportunities associated with specification reductions (road surfacing) and time (York Place)

Infraco Cost Report Section 1 - Commercial Summary

	Budget Information			Committed			Forecast					Third Party Contributions		Variance		Actuals	
	A	B	C = A + B	D	E	F = D + E	G	H	I	J	K = F + G + H + I + J	L	M = K - L	N = M - C	O = M / C - 1	P	Q
	Original Budget	Budget Variation	Current Budget	Original Contract Value	Approved Contract Changes	Current Contract Value	Changes in Progress	Anticipated Change	Opportunities	Risk / Provision	Anticipated Final Cost	Estimated Contribution Value	Anticipated Final Project Cost	Budget Variance (Value)	Budget Variance (%)	COWD to Date	Outstanding Amount
Infraco Contract	402,095	-510	401,585	413,103	-510	412,593	10,165	344	0	0	423,102	-8,087	415,015	13,430	5.36%	311,318	101,275
Off Steet	360,060	-2,159	357,901	362,501	-2,159	360,342	10,294	90	0	0	370,726	-6,594	364,132	6,231	3.58%	298,714	61,628
00 Preliminaries and Other Items	150,408	518	150,926	150,409	518	150,927	4,555	30	0		155,512	0	155,512	4,586	3.04%	117,107	33,820
01 Newhaven Road to Haymarket	85,368	-2,333	83,035	87,738	-2,333	85,405	1,336	0	0		86,741	-318	86,423	3,388	4.46%	90,601	-5,196
02 Haymarket Corridor	8,692	-8	8,684	8,692	-8	8,684	0	0	0		8,684	-14	8,670	-14	0.00%	6,770	1,914
05 Roseburn Junction to Gogar	80,035	-226	79,809	80,105	-226	79,879	4,306	60	0		84,245	-5,162	79,083	-726	5.56%	51,739	28,140
06 Depot	19,979	182	20,161	19,979	182	20,161	130	0	0		20,291	0	20,291	130	0.64%	19,564	597
07 Gogar to Edinburgh Airport	15,578	-292	15,286	15,578	-292	15,286	-33	0	0		15,253	-1,100	14,153	-1,133	-0.22%	12,933	2,353
On Street	38,817	1,649	40,466	47,384	1,649	49,033	-129	254	0	0	49,158	-1,493	47,665	7,199	21.48%	11,912	37,121
00 Preliminaries and Other Items	21,837	87	21,924	21,837	87	21,924	21	0	0		21,945	0	21,945	21	0.10%	6,926	14,998
01 Newhaven Road to Haymarket	16,980	1,562	18,542	25,547	1,562	27,109	-150	254	0		27,213	-1,493	25,720	7,178	46.76%	4,986	22,123
Other	3,218	0	3,218	3,218	0	3,218	0	0	0	0	3,218	0	3,218	0	0.00%	692	2,526
00 Maintenance & Mobilisation	2,205	0	2,205	2,205	0	2,205	0	0	0		2,205	0	2,205	0	0.00%	692	1,513
00 Spare Parts	1,013	0	1,013	1,013	0	1,013	0	0	0		1,013	0	1,013	0	0.00%	0	1,013

Comments:
Summary sheet values in £k. All other sheet values in £.
Opportunities include for time saving based on current QSRA.
Excludes £3.2m phase 1b payment (refer to budget T19.C)

Risk
Refer to Risk register for risks identified against infraco programme
All risk is held at programme level. This section of the cost report makes no allowance for risk.
Refer to the outputs of the QCRA/QSRA for further information on risk.

Actions

Edinburgh Trams
City of Edinburgh Council



Reporting Period: 12-03 - Rev 0 - 22/06/2012

Page 2 of 21

Infraco Cost Report Section 2A - Approved Change - Clause 80

TNC No.	Description	Forecast Amount	Previous Period	Change from Previous Period	Notes	Section Code	Change Code
501	Hawthornevale Cycle Link - Change the design to widen the footway alongside the south side of Lindsay Road	20,021	20,021	0		01	01
502	Amend the design of Ocean Drive to reinstate the footpath to the north of Ocean Drive	10,231	10,231	0		01	01
503	OLE temporary portals at depot access bridge to allow finalisation without Edinburgh Gateway	67,646	67,646	0	Edinburgh Gateway funding	05	01
504	Review of the banned right turn into Blenheim Place as part of the design for Section 1C2 roads	46,247	46,247	0		01	01
505	York Place Terminal Point - Production of a feasibility report, initial feasibility design for option ii), run time modelling etc	228,653	228,653	0		01	01
506	Design for providing a new cycleway from the Mound to Princes Street	9,437	9,437	0		01	01
506.1	Design for providing a new cycleway from the Mound to Princes Street	1,669	1,669	0		01	01
507	Provide a clarification report and completion of the St. Andrew's Square Public Realm design	133,075	133,075	0	Included within contributions	01	01
508	Obtain EAL approval for the highways design drawings at Eastfield Avenue tram crossing	10,025	10,025	0		07	01
509	Design of Cathedral Lane Substation	233,596	233,596	0		01	01
511	Storm Water Connection from Gogar Lodge to the landowners new septic tank	5,750	5,750	0		05	01
512	Re-design of Ocean Terminal Bypass Road	53,685	53,685	0		01	01
513	Revised design to minimise utility diversions / conflicts - used for slit trenching and trial holes	156,870	156,870	0		01	02
514	Utility Mapping	92,756	92,756	0	Time chargeable costs. L&M Surveys and Class One. Complete	01	02
516	Additional Water main requirement at Depot and Mini Test Track	51,282	51,282	0		06	01
517	Additional BT Ducts at Depot and Mini Test Track	2,996	2,996	0		06	01
520	Valve chamber access and alteration works to 800mm water main at the Depot	105,326	105,326	0		06	01
526	Airport to Gyle - Tram Delivery Temporary Works	6,878	6,878	0		07	01
529	Design Gogar Castle Access Road tram crossing and approaches	31,308	31,308	0		05	01
530	Amend the design of the Depot Road turning head as per RDC191. Option 2	30,458	30,458	0		06	01

Infraco Cost Report Section 2A - Approved Change - Clause 80

TNC No.	Description	Forecast Amount	Previous Period	Change from Previous Period	Notes	Section Code	Change Code
531	Edinburgh Gateway - Advance Temporary Works design	9,349	9,349	0		05	01
534	SP Insurance Ducts - Install Insurance ducts at various locations	5,637	5,637	0		07	01
536	System Wide - Tramstop Cabinets - reduction in 10 years maintenance liability	0	0	0	No saving to contract	01	01
538	Depot - Tramwash Continuous Mode - Requirement for additional hand lances washers	0	0	0	Change rejected - included within contract	06	01
540	Section 7 - Plot 304 - Omit Landscaping works	-201,120	-201,120	0		07	01
544	Extension to Edinburgh Park Office to accommodate CEC / Transport Scotland	159,900	159,900	0		00	01
550	Shandwick Place OLE & Landscape Design Revision	0	0	0	Design costs to be grouped under tnc 562 (BBS PMC 045)	01	01
553	SDS to provide the services of Matt Fell until August 2012	110,000	110,000	0		00	02
558	Site Wide - Provision of a CAD Technician	1,693	1,693	0		01	02
559	Detailed Design of York Place	56,438	56,438	0	tnc issued - awaiting BBS estimate	01	01
561	Omit all works at the Forth Ports area	-2,443,000	-2,443,000	0	Work deleted from scope.	01	01
562	On Street Generally - OLE Design Changes for On Street Section (PMC 045) - SIEMENS DESIGN WORKS	135,000	135,000	0	Includes original tNC 550, 555, 563	01	02
563	On Street - Amend pile caps from square / rectangular to circular	0	0	0	Design costs to be grouped under tnc 562 (BBS PMC 045)	01	02
564	Worksite Modelling - (TM)	10,000	10,000	0		01	03
565	Advanced design works for Edinburgh Gateway Minimum Option	2,650	2,650	0		05	01
565.1	Advanced design works for Edinburgh Gateway Minimum Option	3,350	3,350	0		05	01
566	On Street Generally - Ducting Design Changes Due to Utilities Conflicts	60,000	10,000	50,000		00	02
567	On Street Generally - Drainage Design Changes Due to Utilities Conflicts	100,000	50,000	50,000		00	02
568	On Street Generally - Trackform Design Changes Due to Utilities Conflicts	30,000	10,000	20,000		00	02