

Transport & Environment Committee

2.00pm, Monday, 4 September 2017

Edinburgh Tram – York Place to Newhaven Updated Outline Business Case

Item number	4.1(b)
Report number	
Executive/routine	
Wards	

Executive summary

This report provides a summary of the Updated Outline Business Case for the Edinburgh Tram York Place to Newhaven project. The Updated Outline Business Case concludes that the project:

- Complies with all key strategic regional and city-wide plans and can create employment opportunities by linking priority investment zones. The Edinburgh Local Development Plan strategies direct most of the planned growth of the city to the four strategic development areas identified in the 2013 Strategic Development Plan: West Edinburgh; the City Centre; Edinburgh Waterfront; and South East Edinburgh. The project will result in three of these strategic development areas being directly linked by a fast, frequent and reliable transport service.
- Supports the sustainable development of housing on brownfield sites for a growing population. Over the next decade Edinburgh and its surrounding area is expected to be home to a faster growing population than anywhere else in Scotland. National Records of Scotland projections published in 2016 suggest that the city should be planning for an additional 47,000 people by 2024 and an additional 102,000 by 2039.
- Supports employment growth in the city which is projected to grow by 7.6% between 2013 and 2022.
- Serves a corridor of comparatively high unemployment and deprivation and the tram will provide improved accessibility to residents along the corridor to the range of job opportunities in the city centre and along the existing tram corridor.

- Provides high capacity and high quality public transport which is a key dependency of the spatial strategy

The capital cost of the project is estimated to be £165.2m including risk and inflation through to project completion.

The overall construction programme is estimated to be approximately three years plus four months for testing and commissioning. The line is projected to be open to passengers in the second quarter of 2022.

The project has a positive economic impact on the city with every £1 spent providing a return of £1.64.

There are potentially significant wider benefits associated with continuing the tram line into North Edinburgh and supporting the overall level of economic growth of the city through enhancing the viability and attractiveness of major housing and employment sites identified in the local development plan. The tram can help support economic activity (jobs, development, and housing) at a greater level than would otherwise be the case.

Patronage is forecast to double in opening year to over 13million passenger journeys.

In the short to medium-term, an estimated additional funding gap of £1million exists after utilising £20million of assumed extraordinary dividend from Lothian Buses. In the longer term, tram revenues can fund the extension and provide additional income to the Council.

The project team currently engaged by the Council includes personnel responsible for successfully delivering the first phase of tram following mediation in 2011. The delivery strategy for the project has been developed based on lessons learned on the first phase of tram and from other tram projects in the UK and internationally.

Based on lessons learned, the Updated Outline Business Case concludes that traffic management will need to be deployed which facilitates opening large sections of the work site at any one time. This will involve closing three lanes of Leith Walk for approximately 18 months and diverting south bound traffic via Easter Road and Bonnington Road. Sections of road between Constitution Street and Tower Street will also need to be closed to traffic during construction.

A compensation and support scheme for businesses along the route will be put in place and dedicated pedestrian crossing points will be installed every 150 to 200 metres to provide access to both sides of Leith Walk.

Prior to implementing any traffic management, all proposals will be fully modelled in consultation with Lothian Buses, the emergency services, businesses, residents and elected members.

The Updated Outline Business Case also recommends that a gateway approval process is put in place to ensure all recommendations from the Edinburgh Tram Inquiry will be incorporated into the project plans and governance arrangements before contracts for the main construction works are signed.

Edinburgh Tram – York Place to Newhaven Updated Outline Business Case

1. Recommendations

- 1.1 That the Committee:
- 1.1.1 Notes the findings and recommendations set out in the Updated Outline Business Case;
 - 1.1.2 Notes the estimated costs for Stage 2 of the project up to the award of the main contract is £2million and this can be funded through the Council's Strategic Priorities' Fund;
 - 1.1.3 Agrees in principle to the commencement of Stage 2 activities which will keep the project on programme and:
 - Allow affordability to be tested based on tender prices;
 - Provide a further 12 months of evidence of tram patronage build up; and
 - Allow the project to take cognisance of any recommendations arising from the Edinburgh Tram Inquiry currently underway.
 - 1.1.4 Notes that prior to any contracts being signed for the main construction works further approvals will be sought;
 - 1.1.5 Notes that prior to implementing any traffic management, all proposals will be fully modelled in consultation with Lothian Buses, the emergency services, businesses, residents and elected members;
 - 1.1.6 Notes that a compensation and support scheme for businesses along the route will be put in place prior to any works commencing; and
 - 1.1.7 Refers this report to Council to approve the commencement of Stage 2 activities at its meeting on 21 September 2017.

2. Background

- 2.1 The Edinburgh tram system currently operates between Edinburgh Airport and a temporary terminus at York Place in the city centre. Passenger services commenced on 31 May 2014 and passenger numbers have grown consistently over the first three years of operations, reaching 5.6m in 2016.
- 2.2 The Edinburgh Tram York Place to Newhaven route is 4.6km long and includes a mix of shared and segregated running on-street. The junctions at Picardy Place and London Road are reconfigured to allow for the safe operation of tram and general traffic movements.
- 2.3 The existing temporary terminus at York Place is de-commissioned and replaced by a new tram stop at Picardy Place. A further seven tram stops are provided along the route.
- 2.4 In December 2015, the Council approved in principle the option of completing the existing tram line to Newhaven, and approved the commencement of Stage 1 activities.
- 2.5 A commitment was made to update and refine the project financials during Stage 1, and bring a report back to Council by summer 2017 recommending a way forward.
- 2.6 The Outline Business Case (OBC) included at Appendix 1 has been prepared in accordance with Transport Scotland guidance, which implements the business case development process set out in Office of Government Commerce and HM Treasury guidance. The updated Outline Business Case builds on the work done for the Outline Business Case reported to Council in November 2015.
- 2.7 The work to update the Outline Business Case was overseen by the cross-party Transport Projects Working Group, in conjunction with an officer led Project Board to monitor progress and the approved project budget for Stage 1.
- 2.8 A public inquiry led by the Right Honourable the Lord Hardie is underway into the original Edinburgh Trams project. This inquiry aims to establish why the project incurred delays, cost more than originally budgeted and through reductions in scope delivered significantly less than projected.
- 2.9 Oral hearings are expected to commence in September 2017, and these will be followed by a final report making recommendations as to how major tram and light rail infrastructure projects of a similar nature might avoid such failures in future.
- 2.10 The OBC recommends that a gateway approval process is put in place to ensure all recommendations from the Edinburgh Tram Inquiry will be incorporated into the project plans and governance arrangements before contracts for the main construction works are signed.

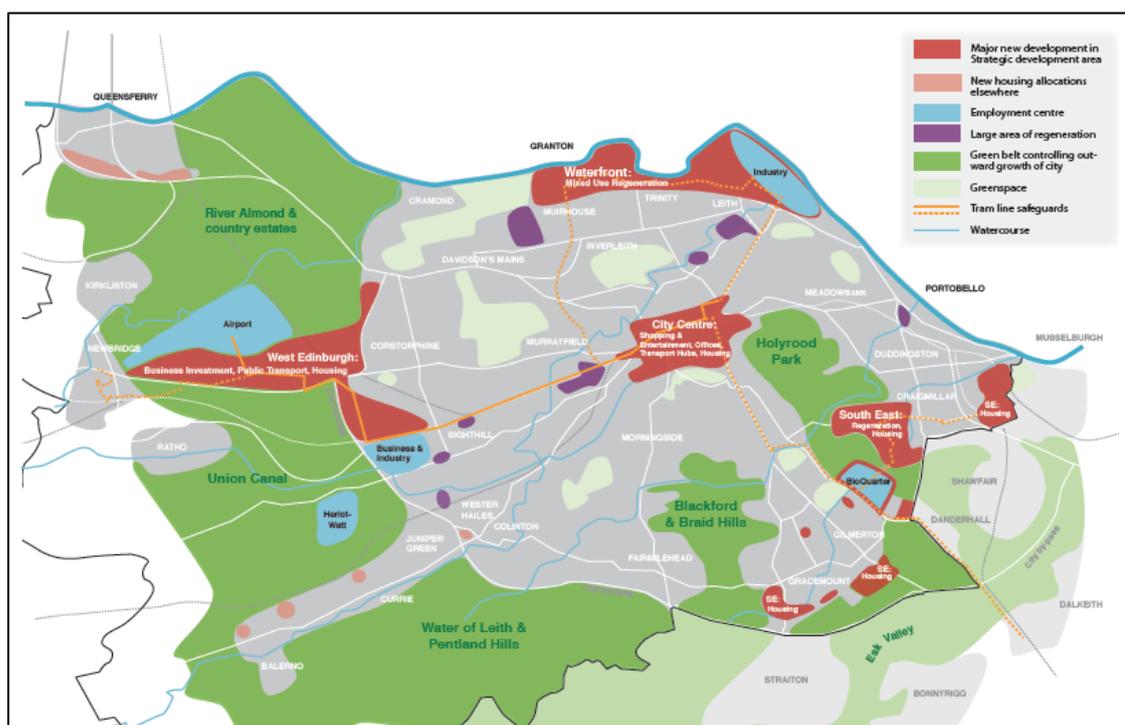
3. Main report

The Strategic Case

- 3.1 The development of transport infrastructure plays a key role in shaping the pattern of future growth and development, and hence in delivering the spatial strategy and the long-term economic growth that this will support.
- 3.2 The project supports the spatial development strategy and the wider economic objective of supporting the planned population and jobs growth within Edinburgh in a sustainable manner.
- 3.3 The OBC sets out the rationale for investment in the Edinburgh Tram York Place to Newhaven project, by reference to existing strategic developments and transport strategies and plans including:
 - The Edinburgh City Region Strategic Development Plan;
 - The Edinburgh Local Development Plan;
 - A Strategy for Jobs;
 - Edinburgh Local Transport Strategy 2014 – 2019;
 - Transport 2030 Vision; and
 - Transport for Edinburgh’s Strategy for Delivery 2017 – 2021.
- 3.4 The proposed Strategic Development Plan (SDP) sets out a vision for a city region where it is easier to move around, and where there are better public transport options. It proposes a spatial strategy focused on growth corridors with good public transport options.
- 3.5 Edinburgh Waterfront is a high priority location for growth under the proposed SDP, which notes that the tram is fundamental to achieving a thriving low carbon waterfront community connected to the city.
- 3.6 The proposed SDP identifies significant business clusters as key areas for investment based on their potential contribution to the city region’s economy, and identifies opportunities for continued growth associated with redevelopment of the city centre and expansion in Leith supported by the tram project.
- 3.7 Over the next decade Edinburgh and its surrounding area is expected to be home to a faster growing population than anywhere else in Scotland. National Records of Scotland projections published in 2016 suggest that the city should be planning for an additional 47,000 people by 2024 and an additional 102,000 by 2039, taking the total population from 492,610 to 594,712 over the 25-year period from 2014 to 2039.
- 3.8 Edinburgh is a major employment hub which attracts a workforce from both within the city and surrounding areas. The city’s economy has been relatively resilient during the economic downturn and is set to grow strongly as economic conditions improve. The latest ‘central’ forecast from Oxford Economics predicts

that total employment in the city will grow by 7.6% between 2013 and 2022 (from 324,900 to 349,700).

- 3.9 The Edinburgh Local Development Plan (LDP) strategies direct most of the planned growth of the city to the four strategic development areas identified in the 2013 Strategic Development Plan: West Edinburgh; the City Centre; Edinburgh Waterfront; and South East Edinburgh, as shown below. The Edinburgh Tram York Place to Newhaven project will result in three of these strategic development areas being directly linked by a fast, frequent and reliable transport service.



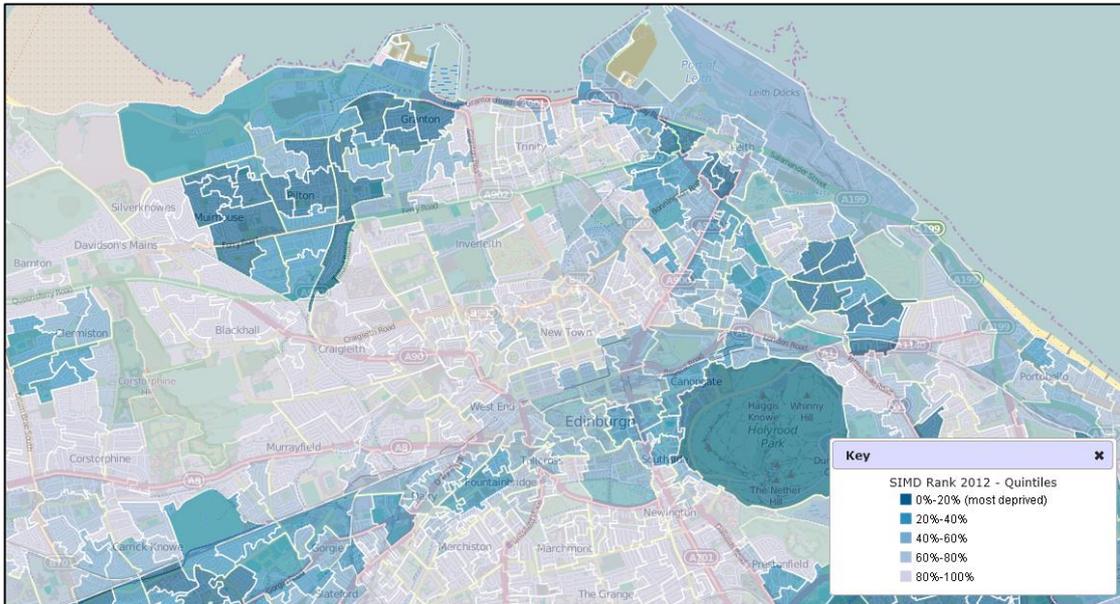
- 3.10 The LDP prioritises housing delivery on brownfield sites, particularly in the waterfront areas of Leith and Granton. Completion of the tram connection to these areas would help boost that delivery. In addition, Leith is one of the defined strategic business centres to which major office development is directed, and a location with significant employment land potential.
- 3.11 The LDP strategy for retail centres prioritises the city centre, including Edinburgh St James and Leith Walk, as well as defined commercial centres including Ocean Terminal.
- 3.12 The tram line to Ocean Terminal and Newhaven offers the potential to:
- Increase the attractiveness of major development sites, enhancing their overall viability and potentially bringing them forward at a faster rate than would otherwise be the case; and
 - Support the nature and scale of development, by supporting higher density development with a lesser requirement for parking than would be the case without tram.

- 3.13 The City of Edinburgh Council's Economic Strategy for 2012-17 notes that high quality infrastructure and public spaces are vital to Edinburgh's continuing competitiveness.
- 3.14 The Strategy notes that successful completion of the tram project is important for the transport benefits it will bring and is also vital to the city's confidence and its reputation with potential investors:
- "the tram project is transformational and will benefit the city's image, unlock new development, and raise property values along the planned routes. Integration with other transport modes will be the key to realising these benefits."*
- 3.15 Completing the Edinburgh Tram York Place to Newhaven project will link Edinburgh Airport, the city centre and the Waterfront area: three of the Council's four priority investment zones under its strategy for jobs.
- 3.16 The Edinburgh Local Transport Strategy 2014 to 2019 sets the policy context for the completion of the tram route to Newhaven.
- 3.17 The Strategy notes that Edinburgh City Centre forms the commercial heart of south east Scotland and indeed the entire country. It is a centre for finance and business, retail, entertainment, tourism and Leisure. Its World Heritage Site status provides unique opportunities and challenges.
- 3.18 The Strategy notes that one of the key challenges facing Edinburgh is that city centre streets are dominated by motor traffic, and recognises that completion of the first phase of the tram project presents a great opportunity to change this.
- 3.19 The project will facilitate the Council's plans to:
- improve the pedestrian experience in the core city centre area and increase space for pedestrians;
 - improve access to the city centre;
 - increase space for other uses (e.g. street cafes, entertainment, markets);
 - offer dedicated cycle provision in the area; and
 - reduce the detrimental impact of motor vehicles on the city centre environment.
- 3.20 Out-with the city centre, the Strategy notes that Edinburgh's growth is focussed in three areas, West Edinburgh (including Edinburgh Park/Gyle and the Airport area), South East Edinburgh and the Waterfront. The Strategy concludes that to grow in a way that protects the city's environment, these areas need supporting transport investment focussed on public transport, walking and cycling.

The Economic Case

- 3.21 The economic appraisal of the Edinburgh Tram York Place to Newhaven project has been revised to take account of updated planning assumptions, scheme design, costs and forecasts.

- 3.22 The economic appraisal has been carried out in accordance with Scottish Government requirements set out in Scottish Transport Appraisal Guidance (STAG).
- 3.23 The forecasting models have been updated to address findings of the independent audit undertaken of the 2015 options assessment business case.
- 3.24 The model has been updated to include calibration to new bus patronage counts in the tram corridor, new traffic count data, observed tram demand, and observed public transport journey times. The forecasting methodology and results have been independently audited.
- 3.25 The annual modelled demand for the existing system is 7.24million for 2022. This compares with observed demand of 5.6million in 2016 and 5.8million for the 12 months from April 2016 to April 2017. With the York Place to Newhaven line the overall demand in the opening year almost doubles to 13.69million, an incremental annual demand of 6.45million trips.
- 3.26 The key findings of the economic appraisal set out in the OBC is that the Edinburgh Tram York Place to Newhaven would deliver a positive economic case, delivering over £1.60 of benefit for each £1 spent. The benefit to cost ratio remains positive under all the sensitivity tests considered.
- 3.27 There are potentially significant wider benefits associated with continuing the tram line into North Edinburgh and supporting the overall level of economic growth of the city through enhancing the viability and attractiveness of major housing and employment sites identified in the local development plan. The tram can help support economic activity (jobs, development, and housing) at a greater level than would otherwise be the case.
- 3.28 In particular the project serves a corridor of comparatively high unemployment and deprivation, as shown below. The tram will provide improved accessibility to residents along the corridor to the range of job opportunities in the city centre and along the existing tram corridor (e.g. Edinburgh Park).



Index of Deprivation (from Scottish Index of Multiple Deprivation Interactive Map)

The Financial Case

- 3.29 The detailed financial model produced for the 2015 OBC has been revised and updated to assess the financial benefits of a tram extension to Newhaven and whether it is affordable to the City of Edinburgh.
- 3.30 The capital cost estimate has been updated by Turner & Townsend for this business case to take into account changes arising from further design development, the latest programme, inflation, and a comprehensive quantitative risk assessment. The capital cost estimate has been independently audited.
- 3.31 The capital cost estimate for the project is based on construction works starting in 2019 and services commencing on the line in Q2 2022.
- 3.32 The results of the updated capital cost estimate are summarised in the table below:

Element	Cost
Construction costs	£114.1m
Risk	£32.8m
Inflation	£18.3m
Projected out-turn capital cost estimate	£165.2m

- 3.33 The financial modelling in the OBC also takes account of projected revenues, operating and maintenance costs and capital replacement costs.
- 3.34 In the short to medium-term, an estimated additional funding gap of £1million exists after utilising £20million of assumed extraordinary dividend from Lothian Buses, compared to the gap if no extension were to be built.
- 3.35 In the longer term, tram revenues can fund the extension and provide additional income to the Council.

3.36 Sensitivity testing has been undertaken on the key assumptions. This shows that increases in capital costs or reductions in passenger numbers of 15% or more would create a significant financial challenge to the Council. The Council has discussed the results of its financial modelling extensively with the management of Edinburgh Trams and is investigating a number of efficiency and income-generating measures which could be implemented to mitigate financial pressures. Further modelling of these actions will be undertaken as part of the next phase of the project and will be reported to Council as part of the next iteration of the business case.

The Commercial Case

3.37 The project team currently engaged by the Council includes personnel responsible for successfully delivering the first phase of tram following mediation in 2011.

3.38 The procurement strategy for the project has been developed based on key procurement objectives and a consideration of the lessons learned on the first phase of tram and from other tram projects in the UK and internationally. These lessons include:

- The use of industry standard contracts to govern the project;
- Rigorous project governance with highly qualified key personnel with experience of delivering light rail projects in the UK and abroad;
- Setting up cross industry networks with other cities including Manchester, Birmingham and Dublin to ensure best practice is being adopted at each stage of project development;
- Adopting traffic management plans that provide the contractor with expanded sites to ensure that works can continue in the event that problems are encountered during construction as well as adopting a strategy of only opening up roads once and completing all works prior to reinstatement - no double-dig;
- Carrying out robust quantitative risk analysis and ensuring the contingencies set aside for unforeseen events;
- Ensuring robust measures are incorporated into the construction contracts to ensure build quality, and a strong client team is present on site to monitor build quality; and
- Carrying out comprehensive formal consultation with the market to road test the overall delivery strategy for the project and encourage strong competition.

3.39 The OBC recommends that the project is delivered under a design and build contract, incorporating tram infrastructure and tram control and communications systems

- 3.40 It also concludes that utility conflicts should be carried out in conjunction with the main infrastructure works, either by the main contractor or under a separate contract.
- 3.41 The suitability of the project for a private finance initiative was examined. There is likely to be little or no market appetite for taking full construction risk which would negate a private finance approach.
- 3.42 Consideration has been given to the appropriate form of contract and the OBC recommends that an industry standard NEC Option C target price contract is adopted.
- 3.43 A comprehensive risk identification and assessment has been carried out, and recommendations are made in the OBC on an appropriate allocation of risks.

The Management Case

- 3.44 The management case in the OBC sets out how the Council plans to deliver the project to ensure the objectives in terms of cost, time and quality are achieved. The key points are set out below.

Traffic Management

- 3.45 The OBC concludes that traffic management will need to be deployed which facilitates opening large sections of the work site at any one time. This will involve closing three lanes of Leith Walk for approximately 18 months and diverting south bound traffic via Easter Road and Bonnington Road. Sections of road between Constitution Street and Tower Street will also need to be closed to traffic during construction.
- 3.46 The advantages of this approach are as follows:
- Overall programme savings;
 - Economies of scale through completing utility diversions in single phase;
 - Fewer traffic management changes allowing all road users adapt to revised arrangements;
 - Allows for fixed logistic points and well planned support including pedestrian crossing points;
 - Savings on traffic management costs;
 - Flexibility to solve site issues as they arise;
 - More efficient construction and testing; and
 - Better quality road surfacing with fewer transverse joints.
- 3.47 Customer and service access to local businesses will be provided at all times and a detailed logistics and access plan will be developed in consultation with business owners and residents.
- 3.48 Logistic points will be located at centres every 150m to 200m along the areas impacted by traffic management and logistic support officers deployed along the route to assist with deliveries.

- 3.49 A compensation and support scheme for businesses along the route will also be put in place and dedicated pedestrian crossing points will be installed every 150 to 200 metres to provide access to both sides of Leith Walk.
- 3.50 Prior to implementing any traffic management, all proposals will be fully modelled in consultation with Lothian Buses, the emergency services, businesses, residents and elected members.

Construction

- 3.51 Based on lessons learned from the first phase of tram a continuous approach to construction will be deployed wherever possible avoiding the need to excavate twice.
- 3.52 During the construction, testing and commissioning of the project there will be a requirement to terminate services at West End Princes Street tram stop to carry out activities to tie-in the new route with the existing line. This curtailment of passenger service however can be kept to a minimum
- 3.53 A programme has been developed based on the recommended construction delivery strategy and procurement strategy. This concludes that the overall design and construction will take approximately three years plus four months to test and commission the line.

Communications & Governance

- 3.54 A stakeholder management and communication plan has been developed that includes measures such as
- Dedicated communications & engagement team for the project;
 - Dedicated points of contact for residents and businesses;
 - Standard weekly updates during construction;
 - Regular drop in sessions; and
 - Partnership working with the Contractor.
- 3.55 Strong project governance and project management arrangements are in place for the project and these will be developed further during Stage 2.

Way Forward

- 3.56 The 2015 Outline Business Case recommended a staged delivery approach to the project. The Stage 1 activities agreed by Council in December 2015 have been completed within budget and the OBC recommends that the project proceeds to Stage 2.
- 3.57 Stage 2, which is scheduled to take approximately 12 months, is the procurement phase. During this phase a formal OJEU prequalification for the main works will be conducted and a tender shortlist drawn up. This will be followed by a formal tender process; the evaluation of tenders; and the updating of the OBC.

- 3.58 Public consultation will also commence during Stage 2 in relation to Traffic Regulation Orders, traffic management proposals and outline designs.
- 3.59 Turner & Townsend have estimated the costs for Stage 2 of the project up to the award of the main contract at £2million. These costs can be accommodated within the allowances for these elements in the estimates set out in the OBC. In the short-term, this can be funded through the Council's Strategic Priorities Fund. Should the project be approved following completion of Stage 2 and the presentation of a Final Business Case, the majority of this cost could be capitalised allowing for the Strategic Priorities Fund to be replenished.
- 3.60 The OBC recommends that the project proceeds to Stage 2. This will keep the project on programme and:
- Allows affordability to be tested based on tender prices; and
 - Provides a further 12 months of evidence of tram patronage build up.
- 3.61 This approach will also allow the project take cognisance of any recommendations arising from the Edinburgh Tram Inquiry currently underway.
- 3.62 Prior to any contracts being signed for the main construction works further approvals will be sought.

4. Measures of success

- 4.1 The findings of the Updated OBC demonstrate that that an economic case for extending the current tram line would accrue positive benefits to the City. These are set out in this report and in more detail in the Updated OBC.

5. Financial impact

Outline Business Case

- 5.1 The estimated cost of the line from York Place to Newhaven is £165.2million. After allowing for developer contributions of £7.8million and costs already incurred in developing the OBC, there is a net capital investment requirement of £156.6million. The associated financing cost of this investment is estimated to be £9.5million per annum over a 30 year period, based on an indicative loans fund interest rate of 4.1%.
- 5.2 The OBC demonstrates that, in the longer-term, tram revenues can fund the cost of financing and operating the extension and provide additional income to the Council. However, in the short to medium-term, the detailed financial model produced for this updated OBC suggests a likely funding gap of £8million, after utilising £20million of assumed extraordinary dividend from Lothian Buses. The Council will need to finance this from its revenue budget. The break-even point occurs in 2029.
- 5.3 It should be noted however, that the majority of this funding gap (£7million) is associated with the operation of the existing Airport to York Place line, and, if all things remain equal in terms of current operation of the tram network, is

projected to arise in any event. The York Place to Newhaven project thus would only have a marginal impact (additional £1million) on the anticipated short to medium term funding gap.

- 5.4 Sensitivity testing has been undertaken on the key assumptions. This shows that increases in capital costs or reductions in passenger numbers of 15% or more would create a significant financial challenge to the Council.

Stage 2

- 5.5 Turner & Townsend have estimated the costs for Stage 2 of the project up to the award of the main contract at £2million. These costs can be accommodated within the allowances for these elements in the estimates set out in the OBC. In the short-term, this can be funded through the Council's Strategic Priorities Fund. Should the project be approved following completion of Stage 2 and the presentation of a Final Business Case, the majority of this cost could be capitalised allowing for the Strategic Priorities Fund to be replenished.

6. Risk, policy, compliance and governance impact

- 6.1 The recommendations set out in this report are in alignment with all key strategic regional and city wide plans.
- 6.2 Although there are a number of risks which require careful management through the project lifecycle, including risks associated with traffic management and design, the capital cost estimate includes a substantial allowance for risk. This has been calculated using a quantitative risk modelling tool.
- 6.3 The cost plan and economic appraisal and patronage forecasts have been independently audited by Atkins and Faithful & Gould and are thus considered robust at this stage of project development.
- 6.4 Robust governance arrangements are required if the project were to proceed. A key lesson learned from the first phase of tram delivery related to the project governance and contract management structures. The OBC sets out proposal dealing with these issues

7. Equalities impact

- 7.1 The proposals and recommendations described in this report could contribute to the public sector general equality duty to: (i) advance equality of opportunity. There is no distinct relevance in respect of the general duties to; (ii) eliminate unlawful discrimination, harassment and victimisation, or; (iii) foster good relations.
- 7.2 An Equalities and Rights Impact Assessment has been prepared and is available as background reference. There are no direct negative equalities or human rights impacts anticipated.

8. Sustainability impact

- 8.1 The project will be undertaken in consideration of the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties. This aligns with the requirements of the Local Transport Strategy. The potential to expand the tram network aligns with and is cognisant of the requirement to reduce carbon emissions and the need to travel. In doing so, this will promote a shift to more sustainable modes of transport that will bring reduced carbon dioxide and nitrogen oxide emissions.
- 8.2 The promotion of a high capacity, high quality public transport system aligns with the LTS and draft Local Development Plan and will help achieve a sustainable Edinburgh, as both documents' actions include improving the extent of the public transport offered in Edinburgh, thus enhancing social inclusion and equality of opportunity.
- 8.3 The proposals to integrate with the St James Quarter redevelopment and Leith Programme initiatives aim to improve facilities for cyclists and pedestrians, thus promoting personal wellbeing.

9. Consultation and engagement

- 9.1 The recommendations set out in this report have been discussed with representatives of the Capital Coalition, Opposition Groups, Transport for Edinburgh, Edinburgh Trams, Lothian Buses as well as between relevant services within the Council.

10. Background reading/external references

- 10.1 Please refer to November 2015 and December 2015 Council papers.

Paul Lawrence

Executive Director of Place

Contact: Ewan Kennedy, E Mail: ewan.kennedy@edinburgh.gov.uk Tel: 0131 469 3575

Appendices

- 1 – Updated Outline Business Case (June 2017)

Edinburgh Tram York Place to Newhaven Project

Updated Business Case

June 2017

Contents

1	Introduction	1
	Chapter summary	1
	Project description.....	1
	Edinburgh Tram system	2
	Project history.....	3
	Scope of the updated Outline Business Case	3
	Availability of Parliamentary Powers and Land Assembly.....	4
	Edinburgh Tram Inquiry	5
2	The Strategic Case	6
	Chapter summary	6
	Strategic context.....	6
	Edinburgh City Region Strategic Development Plan.....	6
	Edinburgh Local Development Plan.....	7
	A Strategy for Jobs	8
	Edinburgh Local Transport Strategy 2014-19	9
	Transport 2030 Vision.....	9
	Strategy for Delivery 2017-2021.....	11
	Measuring the Strategic Benefits	11
	Conclusions.....	11
3	The Economic Case	12
	Chapter summary	12
	Introduction	12
	Modelling inputs.....	13
	Forecasting approach	13
	Population and Employment Projections	14
	Demand, revenue and benefits forecasts.....	14
	Capital costs, operating costs, lifecycle costs and revenues	15
	Economic Appraisal	17
	Sensitivity tests	18
	Wider economic benefits.....	19

	Outline STAG Assessment.....	21
	Measuring the Economic Benefits.....	25
	Conclusions.....	25
4	The Financial Case	26
	Chapter summary	26
	Introduction.....	26
	Capital cost	26
	Lifecycle costs	29
	Revenue and Cost Assumptions	29
	Capital costs and financing.....	31
	Modelling results	32
	Lothian Buses Viability.....	33
	Risks and sensitivity	34
	Conclusions.....	36
5	The Commercial Case.....	37
	Chapter summary	37
	Introduction.....	37
	Procurement objectives.....	37
	Lessons learned	38
	Procurement strategy.....	38
	Form of Contract.....	44
	Private Finance Suitability	46
	Risk apportionment	47
	Conclusions.....	49
6	The Management Case	50
	Chapter summary	50
	Introduction.....	50
	Construction delivery strategy	50
	Programme	55
	Project governance.....	55
	Project management	57

Change management.....	57
Risk and opportunity management.....	58
Stakeholder management.....	59
Lessons learned.....	60
Conclusions.....	60
7 Way Forward.....	62
Chapter summary.....	62
Introduction.....	62
Review of Stage 1 activities.....	62
Stage 2.....	63
Estimated costs.....	63
Recommendation.....	64

Figures

Figure 1: Existing tram route and York Place to Newhaven route (blue).....	2
Figure 2: Performance of Edinburgh Trams since opening.....	2
Figure 3: Edinburgh LDP Spatial Strategy Summary Map.....	8
Figure 4: Undiscounted Tram Costs over 60-year appraisal period.....	17
Figure 5: Index of Deprivation (from Scottish Index of Multiple Deprivation Interactive Map).....	23
Figure 6: CEC Cumulative Cash Flows.....	33
Figure 7: Results of sensitivity tests.....	35
Figure 8: Project work breakdown.....	39

Tables

Table 1: Powers under Edinburgh Tram Acts.....	5
Table 2: Transport 2030 Vision Outcomes.....	10
Table 3: Modelling inputs.....	13
Table 4: Demand forecasts.....	15
Table 5: Incremental operating and maintenance costs.....	16
Table 6: Economic appraisal assumptions.....	18
Table 7: Economic appraisal results.....	18
Table 8: Sensitivity test results.....	19

Table 9: Wider economic benefits assessment	21
Table 10: Assessment against planning objectives.....	22
Table 11: EALI assessment.....	24
Table 12: Assessment of Integration Impacts	24
Table 13: Accessibility and social inclusion assessment.....	24
Table 14: Programme milestones.....	27
Table 15: Capital cost estimate.....	29
Table 16: Net capital cost and borrowing requirement	32
Table 17: Sensitivity test results	35
Table 18: Project objectives.....	37
Table 19: Design responsibility – evaluation of options.....	39
Table 20: Enabling works packages	41
Table 21: Comparison of collaborative and recourse style contracts	45
Table 22: Recommended risk allocation	47
Table 23: Advantages and disadvantages of proposed traffic management approach	52
Table 24: Traffic management proposals by route section	52
Table 25: Strategy for dealing with city heritage items.....	54
Table 26: Pre-contract award programme	55
Table 27: Project meeting schedule	56
Table 28: Risk reporting.....	59
Table 29: Review of Stage 1 activities	62
Table 30: Stage 2 activities	63
Table 31: Stage 2 budget	64

1 Introduction

Chapter summary

- The Edinburgh Tram York Place to Newhaven project completes the originally envisaged Phase 1a of the Edinburgh tram network
- Edinburgh tram has performed well since its opening, carrying 5.6 million passengers in 2016
- This updated Outline Business Case builds on the work done for the Outline Business Case reported to Council in November 2015, and takes into account the outputs of the Stage 1 design and site investigation activities, and market consultation
- The Outline Business Case has been prepared in accordance with Transport Scotland guidance
- The Council has the powers under the Edinburgh Tram (Line One) Act to complete the Edinburgh Tram York Place to Newhaven project

Project description

- 1.1 The Edinburgh Tram York Place to Newhaven project is a continuation of the tram line, commencing at the current York Place temporary stop and running along Leith Walk, Constitution Street and through the Port of Leith via Ocean Terminal to Newhaven. The project completes the originally envisaged Phase 1a of the Edinburgh tram network.
- 1.2 The route is 4.6km long and includes a mix of shared and segregated running on-street. The junctions at Picardy Place and London Road are reconfigured to allow for the safe operation of tram and general traffic movements.
- 1.3 The existing temporary terminus at York Place is de-commissioned and replaced by a new tram stop at Picardy Place. A further seven tram stops are provided along the route at the following locations:
 - McDonald Road
 - Balfour Street
 - Foot of the Walk
 - Constitution Street/Bernard Street
 - Port of Leith
 - Ocean Terminal
 - Newhaven
- 1.4 The design of the tram alignment takes cognisance of other current and planned projects on the corridor, including the Edinburgh St James development, the Leith Programme and Places for People at Shrubhill.
- 1.5 The route alignment and tram stop locations are illustrated in Figure 1. The alignment is consistent with the route defined in the Edinburgh Tram (Line One) Act, which was developed after consideration of several alternatives. The alignment was reviewed as part of the work to prepare this updated business case and is still considered appropriate.

Edinburgh Tram system

- 1.6 The Edinburgh tram system currently operates between Edinburgh Airport and a temporary terminus at York Place in the city centre. Passenger services commenced on 31 May 2014 and passenger numbers have grown consistently over the first three years of operations, reaching 5.6 million in 2016.
- 1.7 The performance to date in terms of patronage and revenues is shown in Figure 2. This performance is in line with projections made in 2013 prior to the opening of the system, which forecast 5.6 million passenger journeys and revenue of £10.1m for 2016.



Figure 1: Existing tram route and York Place to Newhaven route (blue)

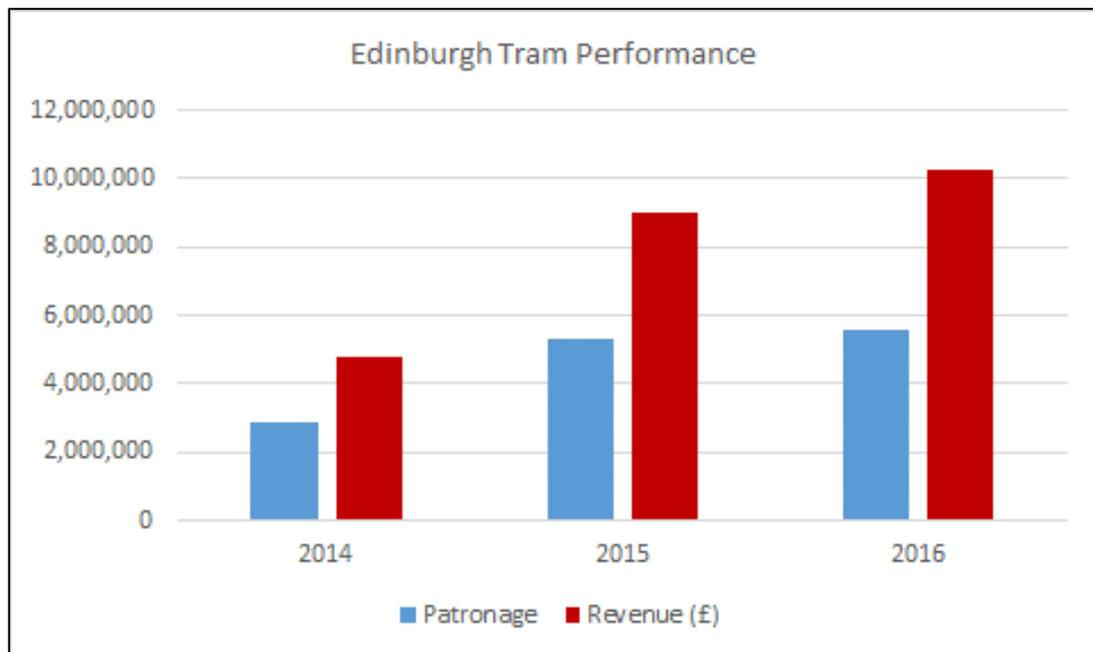


Figure 2: Performance of Edinburgh Trams since opening

- 1.8 The success of the tram to date has seen the introduction of a new timetable in January 2017, with additional peak hour services being provided to meet the growing demand.

Project history

- 1.9 On 11 December 2014, the Council approved the recommendations presented in the report 'Future Investment in Public Transport – Potential Tram Extension', which were that the Council:

- noted that investment in public transport and active travel is a key enabler in supporting and sustaining the anticipated growth in the capital city, and is a catalyst in driving economic development and employment opportunities in Edinburgh
- noted against this background and context that it may be appropriate at this time to consider the implications of extensions to the current Edinburgh Tram network and further integration opportunities with other public transport companies, including bus and rail operators
- noted the expiry dates associated with certain powers as set out in the Edinburgh Tram (Line One) and (Line Two) Acts (2006); and
- acknowledged the requirement for further design work and ground investigation survey work to integrate any future extensions to the tram network with the St James Quarter redevelopment and the Leith Programme projects.

- 1.10 The Council authorised officers to prepare a detailed assessment of the economic, financial, business case, procurement and programme implications of extending the tram network. This work was completed and the findings were set out in an Outline Business Case, which was considered by Council at its meetings in November and December 2015.

- 1.11 In December 2015, the Council approved in principle the option of extending the existing tram line to Newhaven, and approved the commencement of Stage 1 of the project, including the mobilisation of internal and external resources, the carrying out of site investigations and the preparation of procurement documentation for the project.

- 1.12 A commitment was made to update and refine the project financials during Stage 1, and bring a report back to Council by summer 2017 recommending a way forward.

Scope of the updated Outline Business Case

- 1.13 This updated Outline Business Case has been prepared in accordance with Transport Scotland guidance, which implements the business case development process set out in Office of Government Commerce and HM Treasury guidance.

- 1.14 This updated Outline Business Case builds on the work done for the Outline Business Case reported to Council in November 2015:

- The transport modelling and economic appraisal have been updated in line with Scottish Transport Appraisal Guidance (STAG) to take account of the most up-to-date available travel and planning data, and new transport schemes such as Edinburgh Gateway rail/tram interchange and the 20mph programme
- The cost estimates have been updated based on the outcome of the Stage 1 design and site investigation activities, and detailed quantitative cost and schedule risk assessments

- The financial modelling has been updated to incorporate the updated cost estimates and the performance of the tram system in 2016, and the funding solutions have been updated following discussions with potential lenders
- The commercial case has been updated following development work on the procurement strategy with the project advisers, and consultations with the market

1.15 As before, the updated Outline Business Case takes cognisance of lessons learned from the previous tram planning and construction phases, and covers the following scope:

- Interfaces with other projects in the area, including integrating the design with the Edinburgh St James development and the Leith Programme to balance the requirements of all road users
- Confirming the extent of utility diversion requirements for interfacing construction works, based on up-to-date site investigations
- Development of key elements of the design to inform updated cost estimates and ensure a complete design package through to procurement
- Updating the capital and life-cycle cost estimates based on the emerging design work, a review of available materials and equipment from the original tram project, and incorporating the results of comprehensive cost and schedule quantitative risk assessments
- Reporting on the governance, contract and risk management strategy options
- Reporting on procurement strategy taking cognisance of the need to ensure compatibility with existing proprietary tram control and communications systems while meeting procurement and best value tests
- Updating the outline construction programme and delivery strategy.

1.16 The work to update the Outline Business Case was overseen by the cross party Transport Projects Working Group, in conjunction with an officer led Project Board to monitor progress and the approved project budget for Stage 1.

Availability of Parliamentary Powers and Land Assembly

1.17 The Edinburgh Tram (Line One) Act defines a route accommodating Princes Street, Leith Walk, Leith Docks, Newhaven and Granton, looping back towards the city via an off-street section following the disused railway line between Granton and Roseburn and joining the existing route at Roseburn delta.

1.18 The (Line Two) Act overlaps Line One from the City Centre and follows a route adjacent to the Edinburgh/Glasgow railway line to Edinburgh Park, then north towards Edinburgh Airport, with a spur line heading west towards Newbridge.

1.19 The Council retains powers under both Tram Acts to acquire land under compulsory purchase powers and to commence construction on new sections of tramway. The expiry dates for these powers are set out in Table 1.

1.20 While the powers to acquire land under the Line One Act have now expired, the Council has acquired, or has entered into binding legal agreements to acquire, all the land needed for Line One, including the Edinburgh Tram York Place to Newhaven project.

Table 1: Powers under Edinburgh Tram Acts

Edinburgh Tram Acts (2006)	Powers to Acquire Land Expiry Date under Section 40(1)	Powers to Commence Construction Expiry Date under Section 74
Line One	May 2016	March 2021
Line Two	April 2021	March 2026

Edinburgh Tram Inquiry

- 1.21 A public inquiry led by the Right Honourable the Lord Hardie is underway into the original Edinburgh Trams project. This inquiry aims to establish why the project incurred delays, cost more than originally budgeted and through reductions in scope delivered significantly less than projected.
- 1.22 Oral hearings are expected to commence in September 2017, and these will be followed by a final report making recommendations as to how major tram and light rail infrastructure projects of a similar nature might avoid such failures in future.
- 1.23 The York Place to Newhaven project team is recommending that a gateway approval process is put in place to ensure all recommendations from the Edinburgh Tram Inquiry will be incorporated into the project plans and governance arrangements before contracts for the main construction works are signed.

2 The Strategic Case

Chapter summary

- The development of transport infrastructure plays a key role in shaping the pattern of future growth and development, and hence in delivering the spatial strategy and the long-term economic growth that this will support
- The Edinburgh Tram York Place to Newhaven project supports the delivery of SESPlan's new Proposed Strategic Development Plan (SDP) for the Edinburgh city region, and is specifically identified in the proposed SDP as a strategic project that is likely to have region-wide benefits
- Over the next decade Edinburgh and its surrounding area is expected to be home to a faster growing population than anywhere else in Scotland. The Edinburgh Local Development Plan (LDP) directs most of the planned growth of the city to strategic development areas directly served by tram
- The project is consistent with, and supports the delivery of, the spatial strategy and the overall growth of Edinburgh in a sustainable manner as set out in the Local Development Plan
- Completing the Edinburgh Tram York Place to Newhaven project will link Edinburgh Airport, the city centre and the Waterfront area: three of the Council's four priority investment zones under its strategy for jobs
- The project is fully consistent with the Edinburgh Local Transport Strategy which recognises that improved connections to the city centre are needed to unlock the sustainable regeneration of Edinburgh Waterfront.
- The project supports all the vision outcomes set out in the Council's transport strategy, Transport 2030 Vision

Strategic context

- 2.1 The development of transport infrastructure plays a key role in shaping the pattern of future growth and development, and hence in delivering the spatial strategy and the long-term economic growth that this will support.
- 2.2 The project supports the spatial development strategy and the wider economic objective of supporting the planned population and jobs growth within Edinburgh in a sustainable manner.
- 2.3 This chapter sets out the rationale for investment in the Edinburgh Tram York Place to Newhaven project, by reference to existing strategic developments and transport strategies and plans.

Edinburgh City Region Strategic Development Plan

- 2.4 The Strategic Development Plan (SDP) for the Edinburgh city region is prepared by SESPlan, the Strategic Development Planning Authority for Edinburgh and South East Scotland. The SDP, last published in 2013, is in the process of being updated, and SESPlan published its new Proposed Strategic Development Plan in October 2016.
- 2.5 The proposed SDP sets out a vision for a city region where it is easier to move around, and where there are better public transport options. It proposes a spatial strategy focused on growth corridors with good public transport options.

- 2.6 Edinburgh Waterfront is a high priority location for growth under the proposed SDP, which notes that the tram is fundamental to achieving a thriving low carbon waterfront community connected to the city.
- 2.7 The proposed SDP identifies significant business clusters as key areas for investment based on their potential contribution to the city region's economy, and identifies opportunities for continued growth associated with redevelopment of the city centre and expansion in Leith supported by the tram project.
- 2.8 The tram line from York Place to Newhaven is specifically identified in the proposed SDP as a strategic project that is likely to have region-wide benefits.

Edinburgh Local Development Plan

- 2.9 There is significant growth planned for Edinburgh over the coming decades. This reflects its status as Scotland's capital city, its quality of life and its role in key economic growth sectors including finance and business services, legal, bio-science and others.
- 2.10 Over the next decade Edinburgh and its surrounding area is expected to be home to a faster growing population than anywhere else in Scotland. National Records of Scotland projections published in 2016 suggest that the city should be planning for an additional 47,000 people by 2024 and an additional 102,000 by 2039, taking the total population from 492,610 to 594,712 over the 25-year period from 2014 to 2039. The LDP sets out the spatial strategy for how this growth should be planned for and accommodated.
- 2.11 Edinburgh is a major employment hub which attracts a workforce from both within the city and surrounding areas. The city's economy has been relatively resilient during the economic downturn and is set to grow strongly as economic conditions improve. The latest 'central' forecast from Oxford Economics predicts that total employment in the city will grow by 7.6% between 2013 and 2022 (from 324,900 to 349,700).
- 2.12 The Edinburgh Local Development Plan (LDP), published in November 2016, sets out sets out the spatial strategy for how this growth should be planned for and accommodated.
- 2.13 The spatial strategies direct most of the planned growth of the city to the four strategic development areas identified in the 2013 Strategic Development Plan: West Edinburgh; the City Centre; Edinburgh Waterfront; and South East Edinburgh, as shown in Figure 3. The Edinburgh Tram York Place to Newhaven project will result in three of these strategic development areas being directly linked by a fast, frequent and reliable transport service.
- 2.14 The LDP prioritises housing delivery on brownfield sites, particularly in the waterfront areas of Leith and Granton. Completion of the tram connection to these areas would help boost that delivery. In addition, Leith is one of the defined strategic business centres to which major office development is directed, and a location with significant employment land potential.
- 2.15 The LDP strategy for retail centres prioritises the city centre, including Edinburgh St James and Leith Walk, as well as defined commercial centres including Ocean Terminal.
- 2.16 The tram line to Ocean Terminal and Newhaven offers the potential to:

- Increase the attractiveness of major development sites, enhancing their overall viability and potentially bringing them forward at a faster rate than would otherwise be the case
- Support the nature and scale of development, by supporting higher density development with a lesser requirement for parking than would be the case without tram.

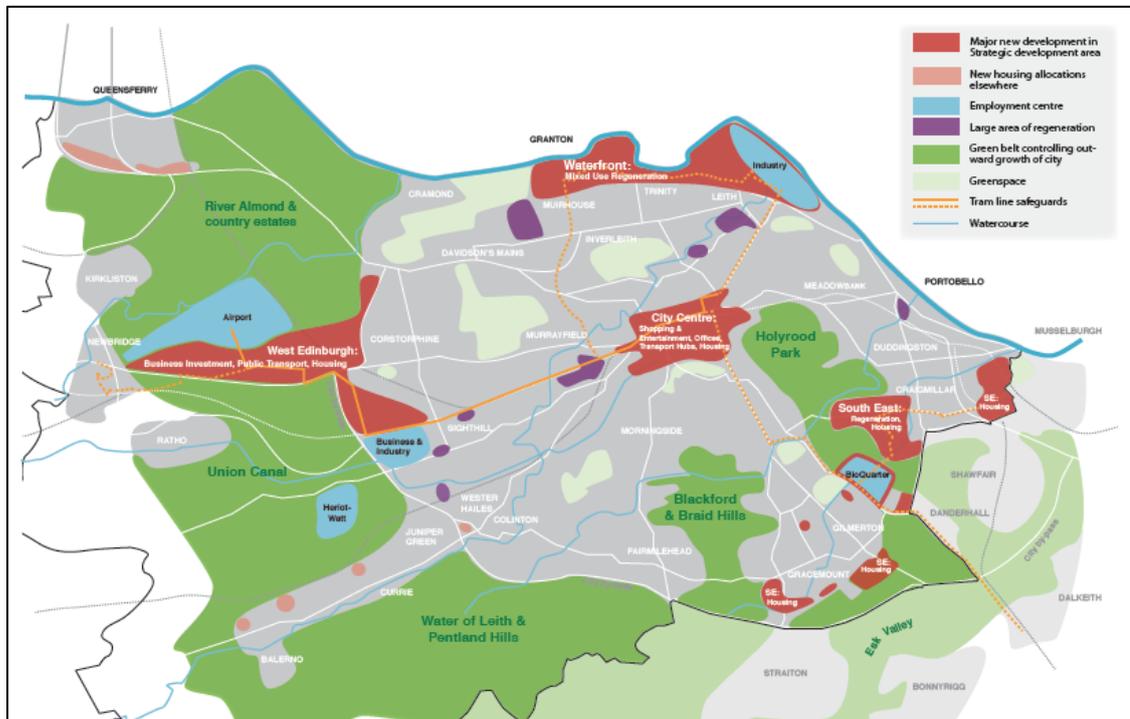


Figure 3: Edinburgh LDP Spatial Strategy Summary Map

- 2.17 Through each of the above, the wider economic objective of supporting the planned population and jobs growth within Edinburgh in a sustainable manner may be realised.
- 2.18 The proposed project is thus consistent with, and supports the delivery of, the spatial strategy and the overall growth of Edinburgh in a sustainable manner as set out in the Local Development Plan.

A Strategy for Jobs

- 2.19 The City of Edinburgh Council's Economic Strategy for 2012-17 notes that high quality infrastructure and public spaces are vital to Edinburgh's continuing competitiveness.
- 2.20 The Strategy notes that successful completion of the tram project is important for the transport benefits it will bring and is also vital to the city's confidence and its reputation with potential investors: "the tram project is transformational and will benefit the city's image, unlock new development, and raise property values along the planned routes. Integration with other transport modes will be the key to realising these benefits."
- 2.21 Completing the Edinburgh Tram York Place to Newhaven project will link Edinburgh Airport, the city centre and the Waterfront area: three of the Council's four priority investment zones under its strategy for jobs.

Edinburgh Local Transport Strategy 2014-19

- 2.22 The Edinburgh Local Transport Strategy 2014 to 2019 sets the policy context for the completion of the tram route to Newhaven.
- 2.23 The Strategy notes that Edinburgh City Centre forms the commercial heart of south east Scotland and indeed the entire country. It is a centre for finance and business, retail, entertainment, tourism and Leisure. Its World Heritage Site status provides unique opportunities and challenges.
- 2.24 The Strategy notes that one of the key challenges facing Edinburgh is that city centre streets are dominated by motor traffic, and recognises that completion of the first phase of the tram project presents a great opportunity to change this.
- 2.25 The project will facilitate the Council's plans to:
- improve the pedestrian experience in the core city centre area and increase space for pedestrians;
 - improve access to the city centre;
 - increase space for other uses (e.g. street cafes, entertainment, markets);
 - offer dedicated cycle provision in the area; and
 - reduce the detrimental impact of motor vehicles on the city centre environment.
- 2.26 Out-with the city centre, the Strategy notes that Edinburgh's growth is focussed in three areas, West Edinburgh (including Edinburgh Park/Gyle and the Airport area), South East Edinburgh and the Waterfront. The Strategy concludes that to grow in a way that protects the city's environment, these areas need supporting transport investment focussed on public transport, walking and cycling.
- 2.27 The Strategy also notes that improved transport connections will drive the renewal of Edinburgh's waterfront and that while much of the required urban infrastructure is already in place, improved connections to the city centre are needed to unlock the area's sustainable regeneration.
- 2.28 The completion of the tram to Newhaven thus is fully consistent with, and is key to the delivery of the Edinburgh Local Transport Strategy.

Transport 2030 Vision

- 2.29 The development of transport infrastructure will play a key role in shaping the pattern of future growth and development, and hence in delivering the spatial strategy and the long-term economic growth that this will support.
- 2.30 The Edinburgh Tram York Place to Newhaven project supports all the vision outcomes set out in the Council's transport strategy, Transport 2030 Vision, shown in Table 2.

Table 2: Transport 2030 Vision Outcomes

Vision Outcome	Tram impact
By 2030 Edinburgh's transport system will be environmentally friendly - reducing the impacts of transport, in particular playing its full part in reducing greenhouse gas emissions	Tram supports this outcome by encouraging modal shift to more sustainable transport modes.
By 2030 Edinburgh's transport system will be healthy - promoting Active Travel with streets appropriately designed for their functions, with an emphasis on encouraging walking, cycling and public transport use and a high quality public realm; improving local air quality.	Tram supports this outcome by providing accessible public transport, public realm improvements along the route, and improvements in local air quality through reduced emissions. Bicycles are carried on trams, opening up wider transport choices for cyclists.
By 2030 Edinburgh's transport system will be accessible and connected, supporting the economy and providing access to employment, amenities and services.	Tram supports this outcome by connecting the large population in the Victoria Quay and Leith areas to centres of employment in the city centre and in South Gyle Business Park with a fast and frequent transport link.
By 2030 Edinburgh's transport system will be smart and efficient providing reliable journey times for people, goods and services.	Tram supports this outcome through delivery of reduced journey times and less journey time variability, and providing increased public transport capacity.
By 2030 Edinburgh's transport system will be part of a well planned, physically accessible, sustainable city that reduces dependency on car travel, with a public transport system and walking and cycling conditions to be proud of.	Tram supports this outcome by offering an attractive and accessible alternative to the private car, encouraging modal shift to public transport modes.
By 2030 Edinburgh's transport system will be safe, secure and comfortable.	Trams have an excellent safety record compared to other road vehicles. The tram offers a high level of security, through the presence of Ticketing Sales Assistants and on board and on street CCTV and passenger emergency help points. The fixed rail guideway offers significant levels of comfort compared to tyred vehicles.
By 2030 Edinburgh's transport system will be inclusive and integrated.	Tram supports this outcome by providing accessible public transport for people with no car access, and improving quality and availability of public transport information for elderly and visually impaired customers. High quality interchanges will be provided with bus at key locations along the route.
By 2030 Edinburgh's transport system will be customer focussed and innovative.	Studies have shown that people are more likely to transfer from cars to tram than to other modes of public transport.
By 2030 Edinburgh's transport system will be responsibly and effectively maintained.	The Outline Business Case includes all short, medium and long term maintenance and lifecycle costs. Tram maintenance is carried out under a competitively tendered contract with appropriate performance measures.

Strategy for Delivery 2017-2021

- 2.31 The project is consistent with Transport for Edinburgh's *Strategy for Delivery 2017 – 2021* to extend, adapt and develop an integrated public transport network that is reliable and convenient throughout the City Region throughout the day, and week

Measuring the Strategic Benefits

- 2.32 A post-project review will be carried out to demonstrate the achievement of the strategic benefits of the project. This review will include an appraisal of how the project has performed in terms of delivering the following benefits:
- Build out of strategic development areas
 - Population and employment growth on tram corridor
 - Accessibility to employment for socially disadvantaged areas
 - Journey time savings
 - Journey time reliability
 - Modal shift
 - Reduction in accidents
 - Cost efficiency (cost per passenger kilometre)
- 2.33 As many of these benefits will take time to be realised following the opening of the tram route to Newhaven, it is recommended that this review is carried out at least 24 months after the opening of the new route.

Conclusions

- 2.34 The development of transport infrastructure plays a key role in shaping the pattern of future growth and development, and hence in delivering the spatial strategy and the long-term economic growth that this will support.
- 2.35 The York Place to Newhaven project is fully consistent with, and supports the delivery of the key strategies that will shape the future development of Edinburgh, including:
- The Edinburgh City Region Strategic Development Plan
 - Edinburgh Local Development Plan
 - A Strategy for Jobs
 - Edinburgh Local Transport Strategy 2014 to 2019
 - Transport 2030 Vision
 - TfE Strategy for Delivery 2017 to 2021

3 The Economic Case

Chapter summary

- The economic appraisal of the Edinburgh Tram York Place to Newhaven project has been revised to take account of updated planning assumptions, scheme design, costs and forecasts
- The economic appraisal has been carried out in accordance with Scottish Government requirements set out in Scottish Transport Appraisal Guidance (STAG) and WebTAG
- The forecasting models have been updated to address findings of the independent audit undertaken of the 2015 options assessment business case
- The model has been updated to include calibration to new bus patronage counts in the tram corridor, new traffic count data, observed tram demand, and observed public transport journey times. The forecasting methodology and results have been independently audited
- The project is forecast to generate an incremental demand of 6.45m passenger journeys in its opening year
- The project has a positive economic case, delivering over £1.60 of benefit for each £1 spent
- The benefit to cost ratio remains positive under all the sensitivity tests considered
- There are potentially significant wider benefits associated with continuing the tram line into North Edinburgh and supporting the overall level of economic growth of the city through enhancing the viability and attractiveness of major housing and employment sites identified in the local development plan. The tram can help support economic activity (jobs, development, and housing) at a greater level than would otherwise be the case.

Introduction

- 3.1 In 2015 a comparative business case assessment was undertaken of four options for continuing Phase 1a of the Edinburgh Tram network (to Newhaven, Ocean Terminal, Foot of the Walk and McDonald Road respectively). This assessment showed that continuing the route to Newhaven performed best in terms of meeting the overall strategic and economic rationale for the corridor. On the basis of this assessment, the Council approved the further development of the Edinburgh Tram York Place to Newhaven project.
- 3.2 This chapter sets out the economic case for the project, taking account of updated planning assumptions, scheme design, costs and forecasts. Its focus is on the economic analysis (the benefit-cost ratio based on the present value of costs and benefits), but also includes a high-level assessment of wider appraisal criteria in line with Scottish Transport Appraisal Guidance (STAG).
- 3.3 The modelling and appraisal work has been carried out by JRC, a joint venture of Jacobs and Steer Davies Gleave¹.

¹ Reported in Edinburgh Tram York Place to Newhaven Project Outline Business Case, *Steer Davies Gleave/Jacobs*, May 2017

Modelling inputs

3.4 The forecasts are based on the following set of modelling inputs, which have been agreed with the Council’s project board, and Edinburgh Trams.

Table 3: Modelling inputs

Factor	Input	Source
Opening year	2022	Turner & Townsend
Peak service pattern in opening year	8 trams per hour between Edinburgh Airport and Newhaven, overlapping with 4 trams per hour between Haymarket and Newhaven.	Edinburgh Trams
Peak service pattern in future forecast year -2032	8 trams per hour between Edinburgh Airport and Newhaven, overlapping with 8 trams per hour between Haymarket and Newhaven.	Edinburgh Trams
Tram journey times	Airport to York Place – 37 minutes York Place to Newhaven (peak) – 17 minutes York Place to Newhaven (off-peak) – 19 minutes	Measured actuals and VISSIM model
Tram peak vehicle requirement	Opening year – 20 Future year – 23 Current fleet is 27 trams, so no additional trams are required.	Edinburgh Trams
Capital costs	Updated capital costs as shown in chapter 4.	Turner & Townsend
Operating and maintenance costs	Actual costs scaled up for additional services being operated as shown in chapter 4.	Edinburgh Trams and CEC Finance
Life cycle costs	Updated life cycle costs as shown in chapter 4.	Turner & Townsend
Bus peak vehicle requirement	Reduction of 6 buses	Lothian Buses
Future year network assumptions	The modelled future year transport network includes: <ul style="list-style-type: none"> Edinburgh Gateway Edinburgh-Glasgow Improvement Programme Queensferry Crossing Leith Programme City-wide 20mph zones 	

Forecasting approach

3.5 The JRC forecasting framework has been used to support the preparation of demand, revenue and benefit forecasts for tram since the mid-2000s. The models are updated and enhanced on a periodic basis to ensure the models are up-to-date and fit-for-purpose.

3.6 The models have been updated to support this outline business case, and these updates address specific points made as part of the independent audit undertaken of the 2015 options assessment business case work. The updates include:

- Calibration to new bus patronage counts in the tram corridor

- Calibration of highway demand to new count data in both the existing tram and Newhaven corridors.
- Validation of model to observed tram demand data for 2016 and 2017
- Updating of tram journey times
- Updating of bus journey times
- Revised forecast years of 2022 and 2032 with updated planning data assumptions

3.7 The forecasting methodology and results have been independently audited by Atkins.

Population and Employment Projections

3.8 Within Edinburgh, growth and development have been included in the model in line with the Council's development plans. Outside of Edinburgh, future year forecasts of background demand growth are based upon the latest available Transport Model for Scotland (TMfS) data. There is a high degree of consistency between TMfS and the Council's assumptions.

3.9 In Edinburgh as a whole, the number of households are forecast to increase by over 38,000 (16%) from 2016 to the future forecast year of 2032. Almost a quarter of this growth is predicted to occur in the Leith Docks and Western Harbour area.

3.10 There is significant employment growth forecast across Edinburgh, of 34,000 city-wide by 2032. Edinburgh Park is forecast to expand significantly by 11,000 jobs between 2016 and 2032. The city centre will also experience a significant increase in employment of 6,000 jobs over the same period.

3.11 The development of Leith Waterfront therefore has a strategically important role to play in mitigating the increase in in-commuting, by providing new dwellings on brownfield sites within the city with good public transport access to the city centre and Edinburgh Park. This role would be enhanced through the development of the York Place to Newhaven tram by improving public transport accessibility and helping to bring forward developments at a potentially faster rate and higher density than would otherwise be the case.

Demand, revenue and benefits forecasts

3.12 The modelled demand is prepared for two forecasts years – 2022 (the opening year), and a second forecast year of 2032. The annual forecasts are based on:

- The application of annualisation factors to grow modelled period demand to annual demand. The annualisation factors reflect the usage profile on the existing tram route
- A straight-line interpolation between 2022 and 2032 to obtain annual 'modelled' demand
- Adjustment to the modelled demand to reflect demand ramp-up on the line, representing the period in the early years when people get accustomed to the tram, and demand builds up to its potential level. Demand build-up is assumed to be 80% in year of opening, increasing to 90% in year 2 and 100% by year 3.
- Patronage growth beyond 2032 is assumed to be 1.5% per annum to 2042, and 1% between then and 2052. No demand growth is assumed beyond 2052 (i.e. demand over the second half of the 60-year appraisal period is assumed to be constant).
- Real increase in revenues over time at a rate of 1% per annum.

3.13 The current and modelled annual demand is shown in Table 4.

Table 4: Demand forecasts

	2016	2022	2032
Existing system	5.60m	7.24m	10.41m
System including York Place to Newhaven	-	13.69m	21.05m
Incremental demand	-	6.45m	10.64m

3.14 Annual modelled demand for the existing system is 7.24m for 2022. This compares with observed demand of 5.6m in 2016, and 5.8m for the 12 months from April 2016 to April 2017.

3.15 With the York Place to Newhaven line the overall demand almost doubles to 13.69m, an incremental annual demand of 6.45m trips.

Capital costs, operating costs, lifecycle costs and revenues

Capital costs

3.16 The capital costs have been prepared by Turner & Townsend, and are presented as out-turn costs in Chapter 4. These are converted into 2010 discounted cashflows through:

- Developing a cost profile based on the Turner & Townsend monthly construction spend schedule
- Deflating the out-turn costs into 2010 prices using a GDP deflator
- Discounting the costs for a 2010 discount year based on the standard appraisal discount rate of 3.5%

3.17 The Turner & Townsend cost estimates include risk allowance based on a Quantitative Risk Assessment as summarised in Chapter 4. In addition, an optimism bias level of 20% has been applied in the economic appraisal. This is lower than the standard optimism bias level of 44%, reflecting the fact that many of the areas of cost uncertainty do not apply to the project costs, in particular:

- Full powers have been secured to build the project, reducing the risk of delay or re-scoping
- There are no land costs, and therefore no associated risks around land purchase
- Some utilities have already been diverted along the Leith corridor as part of tram enabling work already undertaken during first phase of tram
- A detailed design for the York Place to Newhaven corridor was developed during the original project, reducing the design risk.

Lifecycle costs

3.18 Lifecycle costs have been estimated by Turner & Townsend. This includes renewal and replacement of all system elements.

3.19 Lifecycle and operating costs have been prepared in 2016 prices, and the estimates include a profiling of these costs over the 60-year economic appraisal period, as detailed within the T&T cost report. A real increase (i.e. increase above inflation) in lifecycle costs of 1% per annum has been applied throughout the appraisal period.

Operating and maintenance costs

- 3.20 Operating and maintenance costs for the York Place to Newhaven route have been calculated by CEC Finance, based on the costs of the existing tram system. These costs are summarised in Table 5 and represent the incremental operating and maintenance costs over those for the existing tram system.
- 3.21 The calculations take account of all costs required to operate, manage and maintain the tram system, taking account of costs incurred by Edinburgh Trams as well as those incurred directly by CEC.
- 3.22 The costs also include payments made by CEC to Edinburgh Trams for concessionary travel on the tram. Within the economic appraisal these are taken to be the net costs from additional public transport usage, as the concessionary payments from former bus users are included in the Do Minimum and, in economic terms, are transfer payments rather than costs.

Table 5: Incremental operating and maintenance costs

Service pattern	Incremental operating and maintenance cost (£m per annum, 2016 prices)
12 tph operating between Haymarket & Newhaven (2022 opening year assumptions)	5.73
16 tph operating between Haymarket & Newhaven (2032 second forecast year assumptions)	6.94

Summary

- 3.23 For the purposes of the economic appraisal all costs are converted to 2010 prices (the price base in which guidance suggests appraisal be conducted in). The cost profile for the project over the appraisal period is shown in Figure 4.

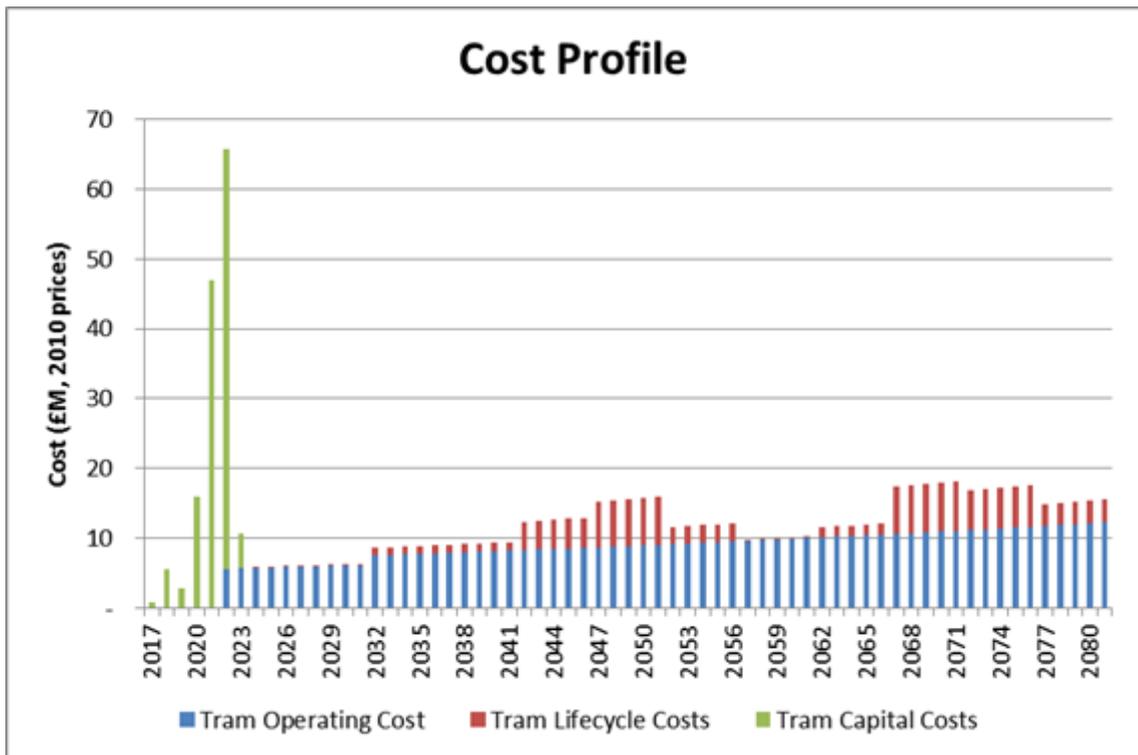


Figure 4: Undiscounted Tram Costs over 60-year appraisal period

Revenues

- 3.24 The forecast tram and bus fare box revenues are estimated based on the modelled tram demand (which also includes an assessment of the modes from which tram demand is transferred), and average yields based on 2016 data provided by Edinburgh Trams. Public transport fares are assumed to increase by 1% per annum in real terms such that the cash fare of £1.60 in 2016 translates to a fare of £1.99 by 2032.
- 3.25 No additional revenues, other than the farebox revenue generated by the new line, are assumed.

Economic Appraisal

- 3.26 The update of the economic appraisal for the project has been prepared in line with Scottish Transport Appraisal Guidance (STAG). The appraisal considers the flows of monetised discounted costs and benefits over the appraisal period, and compares these to provide economic performance metrics including the benefit to cost ratio.
- 3.27 The monetised elements of the appraisal are only part of the wider STAG criteria, and there are additional benefits that need to be considered to support informed decision making. An assessment of the wider STAG benefits follows in later sections.
- 3.28 The key assumptions employed in the appraisal are shown in Table 6.

Table 6: Economic appraisal assumptions

Factor	Assumption
Opening year	2022
Appraisal period	60 years (2022 to 2081)
Discount rate	3.5% per annum, reducing to 3% from 30 years after the current year

3.29 The Department for Transport's (DfT's) Transport User Benefits Analysis (TUBA) software has been used to calculate scheme benefits. These include WebTAG default assumptions on parameters such as the value of time.

3.30 The appraisal is presented in 2010 prices, and discounted to 2010 (as per DfT guidance and included in TUBA). All other cost and revenues have been converted to 2010 prices.

3.31 The results of the economic appraisal are presented in Table 7.

Table 7: Economic appraisal results

EDINBURGH TRAM YORK PLACE TO NEWHAVEN	
BENEFITS (£'000s)	
Public transport user benefits	£544,165
Highway user impacts	-£54,416
Private provider revenue impacts	-£29,302
Tax impacts	-£2,357
Total benefits	£458,089
COSTS AND FINANCIAL IMPACTS (£'000s)	
Capital costs	-£133,103
Net tram and bus operating and maintenance costs	-£148,771
Tram lifecycle costs	-£41,351
Net tram and bus revenues	£44,066
Total costs and financial impacts	-£279,159
ECONOMIC PERFORMANCE	
Net Present Value (NPV)	£178,930
Benefit to Cost Ratio (BCR)	1.64

3.32 The key findings of the economic appraisal is that the Edinburgh Tram York Place to Newhaven project would deliver a positive economic performance, delivering over £1.60 of benefit for each £1 spent.

Sensitivity tests

3.33 A number of sensitivity tests have been undertaken to test the robustness of the economic performance of the project under a range of scenarios. The sensitivity tests undertaken are:

- Highway impacts tests:
 - An 'optimistic' case where highway impacts are neutral (the central case assumes disbenefits are equivalent to 10% of the level of public transport benefits)
 - A 'pessimistic' case where disbenefits are equivalent to 20% of the level of public transport benefits
- Public transport benefits tests:
 - Upside: +30% in public transport benefits
 - Downside: -30% in public transport benefits
- Growth sensitivity test looking at the impact of future developments on Leith Waterfront not coming forward at the same rate or level as assumed.
- Capital cost sensitivity based on 44% optimism bias.

3.34 The outputs from the sensitivity tests are summarised in Table 8.

Table 8: Sensitivity test results

Sensitivity Test	BCR
Central scenario	1.64
Highway impacts of zero (neutral)	1.84
Highway disbenefits at 20% of PT benefit	1.45
Public transport benefits +30%	2.22
Public transport benefits -30%	1.06
Lower development growth	1.32
Higher capital costs 44% optimism bias	1.50

3.35 The BCR for the project remains positive (above 1:1) under all the sensitivity tests considered.

Wider economic benefits

3.36 Wider economic benefits are productivity benefits that are not captured within a traditional cost benefit analysis based on generalised time savings. This is because other markets impacted by a transport scheme (e.g. labour market, output market) are not operating under conditions of perfect competition. Wider Impacts are completely additional to standard transport user benefits.

3.37 The Department for Transport has published draft guidance on Wider Impacts² which aims to quantify the potential economic impacts of transport improvements upon business and workers' productivity and the resulting increase in output.

3.38 The wider benefits applicable to Edinburgh Tram are agglomeration and labour supply - move to more productive jobs. Each of these is described below.

² https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/370532/webtag-tag-Reducing-unit-a2-1-wider-impacts.pdf

Agglomeration

- 3.39 Agglomeration benefits value the productivity benefits of firms being 'effectively' closer together. The concept of 'effective density' is a measure of the employment density of a place and the other places around it, scaled by the distances between them. There is a positive relationship between effective density and productivity. Some sectors and hence locations have higher agglomeration elasticities – meaning that a given improvement in 'effective density' results in a higher productivity benefit. Edinburgh supports a number of specialised clusters in areas such as financial and business services, legal services, technology and bio-science.
- 3.40 Transport investment can increase effective density in two ways:
- First, **by reducing transport costs** and thereby improving accessibility around and between jobs. This, in effect, brings firms closer together. This effect can be measured for all transport investment, and there is a direct linkage between the transport accessibility changes (from transport modelling) and the agglomeration effect.
 - Second, **where transport investment changes the scale or location of employment** in an area or between areas. In this case the change in the number of jobs in an area directly affects the 'effective density'.
- 3.41 The Edinburgh Tram York Place to Newhaven project would reduce the transport costs between a number of key employment locations including:
- Around Leith Waterfront including the Scottish Government
 - The city centre via five stops between Picardy Place and Haymarket.
 - Reduction in travel time via direct tram connection to major employment locations on the Phase 1 line, notably Edinburgh Park and Edinburgh Airport.
 - Reduction in travel times to a range of locations within the city and beyond, via interchange with rail at Waverley, Haymarket and Edinburgh Gateway, and bus (city centre).
- 3.42 The project also supports the change in scale and location of jobs through:
- Directly supporting the bringing forward of employment related development in the Leith Waterfront area.
 - Increasing the attractiveness of the employment locations in the city centre and Edinburgh Park by expanding the effective labour market catchment through reduced travel costs, and through helping bring forward major residential development in Leith Waterfront.
- 3.43 The agglomeration benefits have not been quantified as part of this update of the business case. However, the inclusion of agglomeration benefits for public transport projects in large urban areas (UK outside London) typically adds in the range of 15% to 25% above conventional transport benefits.

Labour Supply

- 3.44 The Edinburgh Tram York Place to Newhaven project connects major existing and planned employment destinations (city centre, Edinburgh Park) with the Leith corridor, which has among the highest population density in the city, and major planned areas for new residential developments along Leith Waterfront towards Newhaven.

- 3.45 Through this the tram will connect existing and new jobs with existing and new residents, ensuring that labour market accessibility is enhanced (businesses will find it easier to recruit, and workers have access to more jobs), and that the economic growth that this support will be delivered in a sustainable manner, though integrated transport and land use planning.
- 3.46 There will be locations that are not served by tram that will, as a result of the scheme, exhibit worse *comparative* accessibility, and this logically will result in some displacement or relocation of activity from elsewhere to the tram corridor, at least in the shorter term.
- 3.47 However, the purpose of the Edinburgh Tram York Place to Newhaven project is to support the overall level of economic growth of Edinburgh through enhancing the viability and attractiveness of major housing and employment sites identified in the spatial strategy. In this context, employment should not be viewed as ‘zero-sum’ (where tram only results in distributional effects). Rather, the tram project can help support economic activity (jobs, development, and housing) at a greater level that would otherwise be the case.

Summary

- 3.48 JRC’s assessment of wider economic benefits is presented in Table 9.

Table 9: Wider economic benefits assessment

Criteria	Assessment
Agglomeration	√√√
Improved labour supply	√√√

Outline STAG Assessment

- 3.49 This section provides an outline assessment against the range of objectives set out in Scottish Transport Appraisal Guidance (STAG). The assessment is a high-level assessment based on informed judgement about likely potential impacts of the project.
- 3.50 A full STAG assessment was undertaken to support the case presented as part of acquiring powers under the Tram Act that forms the basis of securing powers to build the project. The nature of the scheme is largely unchanged and the strategic policy context within which the scheme has been developed has been re-informed by the statutory policy documents adopted since the enactment of the Tram Act.
- 3.51 For this report SDG has therefore updated, at a high-level, the assessment of how the scheme performs against STAG appraisal criteria. This provides a validation that the project remains consistent with, and supportive of, the wider spatial planning and policy objectives that it was originally developed to meet. Performance against planning objectives
- 3.52 The policy context discussed in Chapter 2 sets the context for the assessment of the Edinburgh Tram York Place to Newhaven project against planning objectives, presented in Table 10.

Table 10: Assessment against planning objectives

Planning Objective	Assessment	Comment
Supporting the Spatial Strategy	√√√	The project has the strong potential to support the delivery of identified housing and employment opportunities.
Sustainable Economic Development	√√√	The spatial strategy is developed to support the overall growth of Edinburgh in a sustainable manner.

3.53 The project offers the potential to:

- Increase the attractiveness of major development sites, enhancing their overall viability and potentially bringing them forward at a faster rate than would otherwise be the case.
- Support the nature and scale of development, by supporting higher density development with a lesser requirement for parking than would be the case without the tram.

3.54 The project also supports the spatial development strategy and the wider economic objective of supporting the planned population and jobs growth within Edinburgh in a sustainable manner.

Environment

3.55 A detailed environmental impact statement was prepared for the securing of powers for the project. The EIS sets out the results of an appraisal of the environmental impacts and identifies appropriate mitigation measures that are included in the design and development.

3.56 The granting of powers implicitly suggests that there were no unacceptable environmental impacts for the tram to Newhaven.

Accidents and security

3.57 The Edinburgh Tram York Place to Newhaven project has the potential to reduce accidents through the transfer of car trips to tram. However, the Leith corridor already has a high public transport mode share so the absolute change in vehicle kilometres will be modest.

3.58 The tram offers a high level of security, in particular through the presence of Ticket Sales Assistants and on board and on street CCTV and passenger help points.

Transport economic efficiency

3.59 The assessment of transport economic efficiency is the economic appraisal presented above.

Economic activity and locational impact

Local economic impacts

3.60 Local economic impacts are concerned with which geographic locations and which sectors are likely to gain or lose as a result of the project. In geographic terms, the project will support existing businesses and expansion of activity in key employment locations, in particular the city centre and Edinburgh Park.

- 3.61 The growth in these locations will be driven by the expansion of higher-value service sector jobs which would probably only locate in the city centre or high-grade premises such as those in Edinburgh Park. It is therefore unlikely that other locations within Edinburgh would be material losers as a result of the project.
- 3.62 The Edinburgh Tram York Place to Newhaven project aims to support the delivery of planned jobs and housing growth. Without tram this growth would either be at a lesser scale, take longer to come forward or need to be accommodated in a less sustainable manner (i.e. growth would have to be supported by greater levels of in-commuting).

National Economic Impacts

- 3.63 Net impacts at the national level are unlikely to be significant. However, key sectors such as business and financial services and bio-science / technology are mobile and internationalised, and enhancing the attractiveness of Edinburgh as a location to locate (through good transport, access to a large labour pool, and direct access to the Airport) will help maintain and enhance Edinburgh’s competitive position as a place that high-value internationally mobile businesses want to locate and expand in.

Distributional impacts

- 3.64 The project serves a corridor of comparatively high unemployment and deprivation, as shown in Figure 5. The tram will provide improved accessibility to residents along the corridor to the range of job opportunities in the city centre and along the existing tram corridor (e.g. Edinburgh Park).

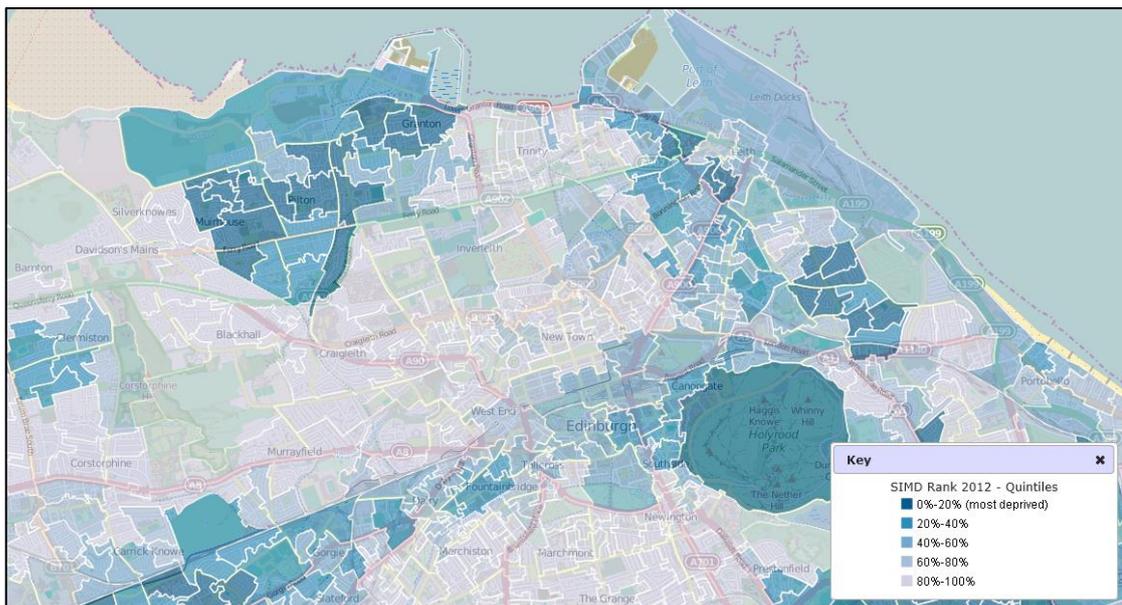


Figure 5: Index of Deprivation (from Scottish Index of Multiple Deprivation Interactive Map)

- 3.65 SDG’s assessment of the Economic Activity Location Impact (EALI) s is presented in Table 11.

Table 11: EALI assessment

Criteria	Assessment
Local Economic Impacts	√√
National Economic Impacts	√
Distributional Impacts	√√

Integration

- 3.66 The Edinburgh Tram York Place to Newhaven project provides more direct journey opportunities avoiding interchange, as well as interchange opportunities at a range of destinations including the city centre (rail at Waverley and Haymarket, bus), Edinburgh Gateway and at Ingliston Park and Ride.
- 3.67 The project supports the city's spatial strategy and hence wider economic policy objectives. All options fully support the city's transport policy objectives.
- 3.68 JRC's assessment of integration is presented in Table 12.

Table 12: Assessment of Integration Impacts

Criteria	Assessment
Transport Interchange	√√√
Land Use Transport Integration	√√√
Policy Integration	√√√

Accessibility and social inclusion

- 3.69 The Edinburgh Tram York Place to Newhaven project enhances accessibility and social inclusion.
- 3.70 In terms of community accessibility, the public transport network coverage and access to local facilities is reasonably good throughout the corridor, reflecting the good existing bus network coverage. Tram will improve this accessibility but will not transform any specific movement from being 'inaccessible' to 'accessible'.
- 3.71 The tram improves the comparative accessibility by public transport for a range of movements, in particular those from the northern end of the route, and from the whole route to a range of employment and other opportunities on the existing tram corridor.
- 3.72 JRC's assessment of accessibility and social inclusion is presented in Table 13.

Table 13: Accessibility and social inclusion assessment

Criteria	Assessment
Community Accessibility	√
Comparative Accessibility	√√√

Measuring the Economic Benefits

- 3.73 A post-project review will be carried out to demonstrate the achievement of the economic benefits of the project. This review will include a full post-facto cost benefit analysis.
- 3.74 As the patronage on the route is expected to build up over time, it is recommended that this review is carried out at least 24 months after the opening of the new route, and may be done in conjunction with the review of strategic benefits.

Conclusions

- 3.75 The economic appraisal shows that the central case delivers a benefit to cost ration of 1.64 to 1, and that the BCR would remain positive under a range of sensitivity tests undertaken.
- 3.76 The outline STAG assessment demonstrates how the project contributes to a range of wider policy objectives and outcomes, in particular supporting the spatial planning and development strategies for the city, and improving transport accessibility in areas of comparative high deprivation.

4 The Financial Case

Chapter summary

- The detailed financial model produced for the 2015 OBC has been revised and updated to assess the financial benefits of a tram extension to Newhaven and whether it is affordable to the City of Edinburgh
- In the short to medium-term, an estimated additional funding gap of £1m exists after utilising £20m of assumed extraordinary dividend from Lothian Buses, compared to the gap if no extension were to be built
- Options for reducing the funding gap have been identified
- In the longer term, tram revenues can fund the extension and provide additional income to the Council
- Sensitivity testing has been undertaken on the key assumptions showing the financial impact of changes.

Introduction

- 4.1 In order to assess whether the Edinburgh Tram York Place to Newhaven project is affordable to the City of Edinburgh, costs and income have been assessed in terms of:
- financial impact of the project on both the bus and tram businesses; and
 - affordability to CEC in the short, medium and long term
- 4.2 The detailed financial model produced for the 2015 OBC has been revised and updated to incorporate actual costs and revenue data provided by Edinburgh Trams based on performance in 2016, updated capital cost estimates detailed elsewhere in this chapter, and patronage assumptions per the transport modelling detailed in Chapter 3.
- 4.3 The model utilises the 2016 base actual costs and revenue data and projects these forward to 2053, taking account of the impact of constructing and operating the line to Newhaven, inflation forecasts from the Office of Budget Responsibility and current short term tax rates as provided by the appointed tax adviser, Grant Thornton. The model provides detailed annual cashflow forecasts for Edinburgh Trams and the City of Edinburgh Council to assess the affordability of the investment in, and operation of, an extended tram line to Newhaven.

Capital cost

Introduction

- 4.4 The capital cost estimate has been updated by Turner & Townsend for this business case to take into account changes arising from further design development, the latest programme, and a comprehensive quantitative risk assessment.

Assumptions

- 4.5 Based on the experience of the original tram project, and the work done by Atkins, a number of assumptions have been made and agreed with the project board. Key assumptions include:
- The construction delivery strategy will be as set out in Chapter 6, including traffic management arrangements which allow the opening up of large areas of the site to

facilitate a one-dig approach and flexibility to deal with unforeseen underground obstructions

- The procurement strategy will be broadly as set out in Chapter 5
- No bridge replacements will be required
- Road reconstruction and public realm improvements will be limited to those necessitated by the tram project and no allowance is made for additional general improvements
- No land costs will be incurred

Design basis

4.6 The cost plan is based upon the detailed design for the York Place to Newhaven corridor produced for the original tram project, supplemented by design work and alignment plans completed by Atkins during Stage 1.

4.7 The works and equipment, such as the trackform, ducting, drainage and OLE, are similar to that implemented on the original tram project.

4.8 The scope of utility diversions is based on the utility conflict schedule developed in 2015. This schedule was developed as a desktop study and since 2015 has been augmented by a series of advanced intrusive and non-intrusive site investigation works.

4.9 Several design and scope changes have been made since the cost estimate for the 2015 business case was prepared. These changes have been agreed with the project board. The most significant changes are:

- A reduction in the scope of utility diversions and public realm works in the Picardy Place area due to works being carried out by the Edinburgh St. James developer
- Addition of a bus interchange at Picardy Place
- An increase in scope of public realm works in Elm Row
- Introduction of segregated cycleway on Leith Walk
- More conservative assumptions in relation to requirement for road reconstruction
- Reassessment of value of materials available from original tram project
- Removal of third platform at Ocean Terminal and associated provision of replacement tram stabling at Newhaven
- Provision of tram driver facilities at Newhaven.

Programme

4.10 The capital cost estimate is based on the current programme, which includes the key dates shown in Table 14.

Table 14: Programme milestones

Milestone	Date
Council approval to commence Stage 2 (procurement)	September 2017
Issue OJEU notice for main construction works	October 2017
Complete evaluation of tenders for main construction works	October 2018
Council approval to commence Stage 3 (construction)	Q4 2018
Commence construction	Q2 2019
Services commencement	Q2 2022

- 4.11 The programme duration from contract award to the line opening for revenue service is 40 months.

Risk Management, Evaluation and Quantification

- 4.12 The updated risk allowance includes assessments of the main sources of uncertainty to the project, including:
- Discrete cost risks
 - Estimate uncertainty
 - Cost of schedule delay
 - Unknowns
- 4.13 The discrete cost risk estimate is based on a quantitative cost risk assessment of the project risk registers. Each risk in the risk register is assigned a probability of occurring and a range of estimated costs impacts, which are then modelled using a stochastic risk model to generate an estimate of the likely cost of risk at varying degrees of confidence. It is generally accepted best practice to adopt the P80 risk estimate, i.e. the risk cost which the model predicts will not be exceeded 80% of the time.
- 4.14 Every cost plan is developed based on the best information available at the time and therefore there is always an element of uncertainty. An allowance of 3% of the construction costs which were not market tested (64% of the capital cost) has been made for estimate uncertainty.
- 4.15 The cost of schedule delay is based on a quantitative schedule risk assessment (QSRA) of the programme risk register to estimate the delay cost of discrete risk events, and duration uncertainty. The QSRA provided a range of confidence levels for milestone completion dates. The P80 outputs were used to estimate the cost of delay for each stage of the project.
- 4.16 Despite undertaking a robust approach to developing and assessing the risk register, cost plan and programme it is possible that a currently unforeseen event could occur. An allowance has been made for such unknowns by incorporating the standard deviation of the QCRA from the tram construction risk register.
- 4.17 The above approach to assessment of the risk estimate, including utilising the P80 estimate for the risk contingency to be included in the project budget, was presented to and adopted by the project board.

Inflation

- 4.18 The most recently published data available from the Building Cost Information Services All in Tender indices rate was used to calculate the inflation uplift for the period between 2015 (previous cost plan) and 2017 (current cost plan). This inflation uplift was applied to construction costs which were not subject to market testing in 2017.
- 4.19 The uplift based on BCIS indices is circa 3% per annum during the construction period. However, as a result of the UK withdrawing from the single Market and Customs Union, there is an increased likelihood of restrictions on the movement of labour and pressures on sterling that has the effect of increasing the rate of inflation in the latter years of the BCIS all in tender price five year forecast. Therefore a conservative approach has been adopted and 4% inflation has been included in the cost plan.

Results

4.20 The results of the updated capital cost estimate are summarised in Table 15.

Table 15: Capital cost estimate

Element	Cost
Construction costs	£114.1m
Risk	£32.8m
Inflation	£18.3m
Projected out-turn capital cost estimate	£165.2m

4.21 The above capital cost estimate has been audited and verified by Faithful & Gould.

Lifecycle costs

4.22 The following general assumptions have been made in the development of the life cycle cost model:

- The life cycle cost period is 60 years³
- Costs are based upon 2017 price levels
- No discount factors have been applied to later years
- There is no requirement to return infrastructure to a “Day 1” condition at the end of the 60 year lifecycle

4.23 The lifecycle renewal assumptions are:

- Replacement periods are generally assumed to match the design lives in the employer’s requirements. In some cases, such as structures, costs have been added for partial renewals within the design lives
- Base unit costs from the current capital cost estimate have been used with normal allowances for contractor’s preliminaries and client on-costs for design and project management.
- Allowances are made for tram refurbishment within the lifecycle cost estimate. This does not allow for a major overhaul potentially required at the half-life stage of the tram or the complete renewal required at 30 years as these costs will be incurred with or without the project being constructed.

4.24 The lifecycle costs amount to £118.5m over 60 years.

Revenue and Cost Assumptions

4.25 The updated tram financial model is based on a large number of detailed assumptions. The most significant ones are detailed below. Key assumptions have been signed off by appropriate officers in the Council and Edinburgh Trams to ensure the robustness of the financial projections.

³ Life cycle costs have been calculated over 60 years to match the economic appraisal period

Revenues

- 4.26 The most significant revenue stream is from tram fares. This income stream is based on projected passenger numbers derived from the JRC transport modelling work described in Chapter 3. This modelling shows significant growth in tram patronage due to forecast passenger increases at Edinburgh Airport and planned housing growth in the city.
- 4.27 Edinburgh Trams have provided data on current ticket yields and the proportion of passengers using different ticket types (cash single, airport cash single, Ridacard, concession travel cards, etc). This information is used alongside the passenger projections to calculate estimated fare revenue, which has been increased by RPI + 1% on a 3 year step basis to take account of future fare increases.
- 4.28 Currently the Scottish Government contributes to free bus travel for the over 60s and the Council pays for concessionary travel on trams. The model assumes that these arrangements will continue, with concessionary revenue being calculated as a percentage of overall patronage and adjusted for the increase in the rate of inflation.
- 4.29 In addition to fare income, the projections include developers' contributions of £7.8m towards the construction of the extended tram line. This is based on contributions received or agreed to date as well as an estimate of future contributions based on assumed development along the tram corridor.
- 4.30 The financial model for the 2015 OBC assumed annual net tram advertising income of approximately £1m. In this update, based on current proposed arrangements for the advertising contract, this is reduced to £0.06m.

Operating and Maintenance Costs

- 4.31 Edinburgh Trams have provided details of all their current operating costs. Tram maintenance costs have been taken from existing Council contracts. These costs have been uplifted by appropriate inflation indices.
- 4.32 In the 2015 OBC, tram costs had been increased proportionately to the additional track length for each of the options being considered. For this update, this methodology has been reconsidered and, in consultation with officers within Edinburgh Trams, refined to be based on a combination of what are considered more appropriate cost drivers including track length, annual tram kilometrage, peak vehicle requirement and one-off increases.
- 4.33 The impact of refining the cost drivers used to estimate future operating and maintenance costs, coupled with the proposed increased service frequency, is that in overall terms, operating and maintenance costs are increased when compared to the 2015 OBC.

Capital replacement costs

- 4.34 In addition to annual operating and maintenance costs, the model allows for capital replacement of tram assets. Replacement costs for the existing tram line are taken from the business case approved by Council in August 2013 and the costs for the proposed line from York Place to Newhaven have been calculated by Turner and Townsend.

Taxation

- 4.35 Taxation has been modelled using existing tax rates, capital allowances and company structures. Grant Thornton, appointed as specialist tax adviser, made recommendations around refining the tax calculations within the model, particularly around timing and settlement of corporation tax liabilities. These recommendations have been included in the model.
- 4.36 Grant Thornton have also recommended further work and analysis around the tax efficiency of the current company structure and tram infrastructure payment mechanism. Progressing this will be considered as part of any wider decision to review the current company and contractual structure of Transport for Edinburgh and the Council.

Dividend policy and transfer payments

- 4.37 Monies are transferred between Transport for Edinburgh and the Council by way of dividend payments and a number of access fees detailed in the tram operating agreement, for the use of tram assets. This enables the Council to fund tram maintenance and life-cycle replacement as well as the capital financing costs for the project.
- 4.38 Dividend policy does not affect the financial benefits of the overall project, as it is simply a transfer of cash to the Council from its subsidiary. However, it is important when assessing the project's affordability, as the Council requires cash to be transferred in order to service any borrowing.

Lothian Buses Dividends

- 4.39 The Council's draft budget framework for the period 2016-2021 assumes a continuing additional annual dividend of £6m. This comprises the existing £3m, which helps fund the existing line, and an additional £3m dividend payment as approved by Council in October 2015. For the purposes of this business case update, it is assumed that this money is not available for the York Place to Newhaven project. However, it is assumed that the dividend will increase in line with inflation, and these increases are assumed to be available for the extension along with an assumed one-off extraordinary dividend of £20m from Lothian Buses, receivable between 2017 and 2021.

Capital costs and financing

Capital advance

- 4.40 In order to extend the tram line to Newhaven, the Council needs to fund capital costs of up to £165.2m as described in more detail in the 'Capital Cost' section of this chapter. Within the trams financial model, the capital advances associated with the spend profile, net of developer contributions, have been charged as interest only during the construction phase, followed by a 30 year repayment profile using an income-based repayment approach. The interest associated with repaying the capital advances has been charged at an indicative marginal cost of borrowing rate of 4.1%. The repayment profile modelled, based on an income approach rather than the default Equal Instalment Payment complies with current regulations guiding local authority borrowing, lending and loans fund administration.

- 4.41 The capital costs, net of projected developer contribution, together with an averaged annual 30 year borrowing requirement based on the indicative borrowing rate of 4.1% are stated in Table 16.

Table 16: Net capital cost and borrowing requirement

Description	Cost
Net capital cost estimate	£156.6m
Averaged annual borrowing cost	£9.5m

Borrowing

- 4.42 The Council's treasury management strategy focuses on borrowing to fund its overall capital financing requirement rather than specific project financing. Through this approach, the Council can achieve economies of scale and efficiency ensuring that borrowing required is secured at advantageous rates of interest. Prudential borrowing using the Public Works Loan Board is how the majority of Council capital expenditure is funded and its interest rates are currently viewed as being competitive.
- 4.43 Discussions are currently underway with commercial lenders to understand other types of competitive borrowing packages the Council could get access to. This will continue in tandem with a wider exercise to understand what the Council's capital financing requirement will be over the next five year timeframe. The latter exercise requires understanding the capital advance profile of the Council's approved five-year capital programme and other potential major projects that may be approved in the short to medium term, including the proposed tram project.
- 4.44 Once more certainty is reached on both these exercises, a treasury management strategy will be formulated to consider the overall Council borrowing plan to be pursued. So, should the tram project proceed to the next stage and on to financial close, the output of this overall Council borrowing strategy will be used to inform the actual rate of interest to be applied to the tram project, which will then replace the indicative 4.1% rate used in the current financial model.
- 4.45 Although the aim is that this indicative rate is maintained or reduced once a Council borrowing strategy has been agreed, there is a risk that uncontrollable economic and market factors adversely affect the type, structure and overall cost of borrowing the Council is able to gain access to. Two significant events that are likely to be factor in this are the impact of Brexit and the announcement and timing of any potential second Scottish Independence Referendum. The Council's Treasury section will manage this risk as far as possible through a combination of monitoring market trends and consideration of the timing of any borrowing strategy.

Modelling results

Affordability and funding

- 4.46 In order to assess whether the Council can afford the tram project, the Council cash flows during the construction period and over the subsequent borrowing repayment period have been modelled separately. Figure 6 details the cumulative cash flows to the Council to 2036 comparing both the York Place to Newhaven project against the operation of the existing Airport to York Place line (the do nothing option).

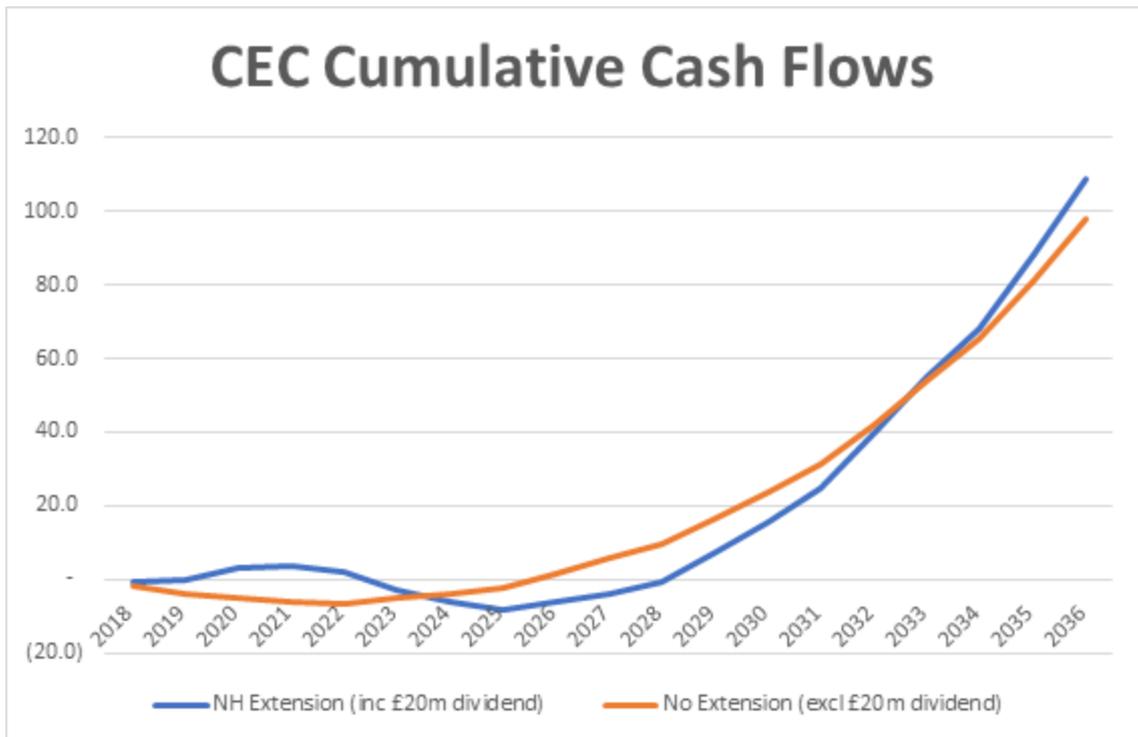


Figure 6: CEC Cumulative Cash Flows

- 4.47 Under the income-based repayment profile, capital financing costs are repaid as interest only in the construction period, with principal and interest repayments for the 30 years following commencement of operations. However, the increased revenue generated from extending the tram line grows over a longer period presenting a challenge in terms of short to medium term affordability.
- 4.48 The model suggests a likely total funding gap of £8m in the short to medium term, after utilising £20m of assumed extraordinary dividend from Lothian Buses. The Council will need to finance this from its revenue budget. The break-even point occurs in 2029.
- 4.49 However, it is important to note that the majority of this funding gap (£7m) is associated with the operation of the existing Airport to York Place line, and, if all things remain equal in terms of current operation of the tram network, is projected to arise in any event. The York Place to Newhaven project thus would have only a marginal impact on the anticipated short to medium term funding gap. The timing of the initial funding gap differs between the extension and do nothing options as the latter does not include the one-off £20m extraordinary dividend or debt servicing, which are assumptions relevant to the extension option only.

Lothian Buses Viability

- 4.50 It is recognised that the York Place to Newhaven tram line will have an impact on the Lothian buses business as a significant proportion of bus passengers on the proposed route could be expected to transfer to the tram. In addition, based on real experience from the construction of the previous on-road sections of the tram line, the company is also highly likely to lose revenue and incur additional operational costs during the construction phase with corresponding impacts on financial out-turn.

- 4.51 The counter balance is the positive impact of the development of an integrated public transport system aimed at continuing the growth of the public transport market to the benefit of the city.
- 4.52 The Council has discussed its proposals with Lothian Buses and both parties recognise the points above. The company continues to operate in a challenging commercial environment and the tram works will add to these challenges significantly. The company is confident that with the full support of the Council it can continue to operate its business successfully as well as develop it for the future.
- 4.53 Furthermore, the Council will continue to work with Lothian Buses closely in the development of traffic management arrangements including the development of bus priority measures to speed up journey times and will also seek to minimise the impact on Lothian Buses and its passengers by keeping the city moving and the provision of public transport high on the agenda.

Risks and sensitivity

Risks and opportunities

- 4.54 The detailed trams financial model is based on a large number of assumptions. There are risks in relying on any financial model, particularly one covering such a long time period and with multimillion pound costs and income streams.
- 4.55 There is a risk that logical errors in the modelling result in misleading projections. To mitigate this risk, PWC have performed a high level review of the model and its outputs. The review highlighted a small number of minor formula inconsistencies and errors that were rectified prior to running the model for this business case update.
- 4.56 As noted above, there is a risk that the tram works will impact on the ability of Lothian Buses to pay the modelled level of dividend due to the challenging commercial environment in which it operates as well as the disruption caused by the construction works. In order to mitigate this risk, the Council continues to work closely with Lothian Buses to minimise any negative impact on its operations.
- 4.57 There is also a risk that key assumptions regarding costs and income prove to be inaccurate. Assumptions which could significantly change the financial impact of the project, either negatively or positively, include:
- The capital cost of the project
 - Passenger number estimates (the model assumes significant increases in tram use over the next 30 years)
 - Tram premium fares as a percentage of total tram cash fares
 - The effects of inflation on both costs and income.
- 4.58 In order to reduce this risk, all model inputs have been signed off by appropriate officers within the Council and Edinburgh Trams.
- 4.59 In addition, sensitivity analysis has been carried out to determine the financial impacts to the Council should costs and incomes change.

Sensitivity analysis

- 4.60 To improve confidence in modelling outputs, the following sensitivities have been tested:

- Changes in tram passenger forecasts on the total extended line of plus/minus 15%
- Changes in future tram airport passenger forecasts of plus and minus 15%
- Changes in capital costs of plus and minus 15%, based on existing profile of spend
- Reduction in inflation by 1%

4.61 These sensitivities were used to test the affordability of the project to the Council. This analysis shows that if the estimates of the number of passengers prove to be overly optimistic or if capital costs increase, then the Council will have to find additional resources to fund the project.

4.62 Figure 7 illustrates the impact of the sensitivities for affordability on the maximum funding gap.

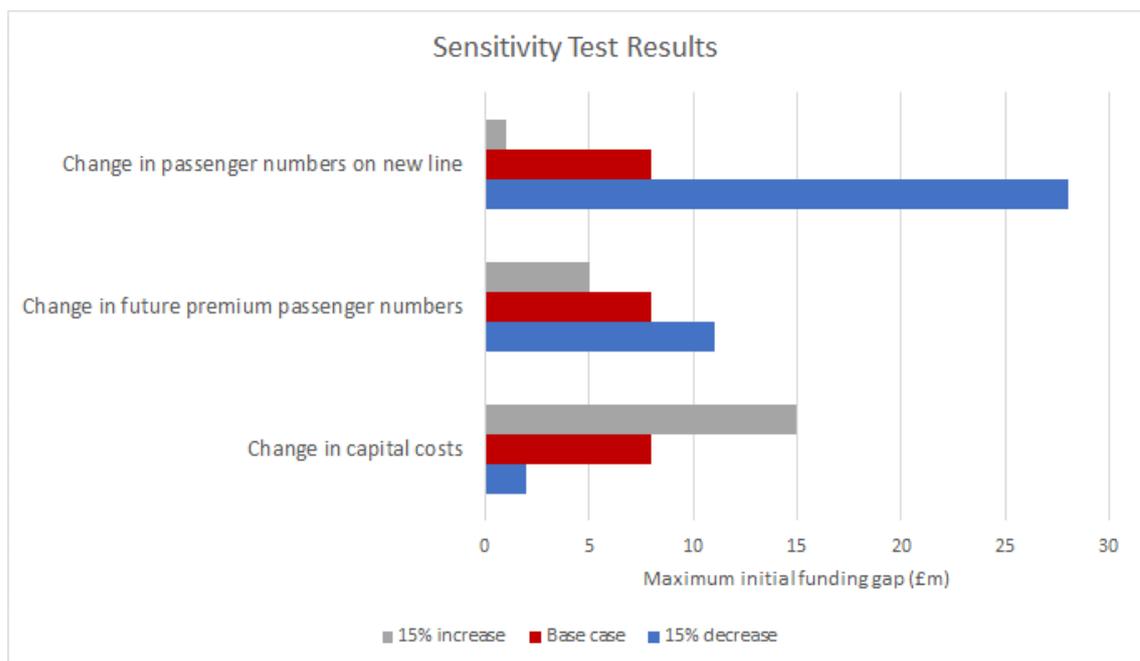


Figure 7: Results of sensitivity tests

4.63 Table 17 quantifies the revised funding gap which would arise for each of the sensitivities when compared to the base case of £8m.

Table 17: Sensitivity test results

Sensitivities	Revised funding gap	Break Even Point (Year)
Base case	£8m	2029
Capital cost +15%	£15m	2030
Capital cost -15%	£2m	2026
Tram patronage on Airport to Newhaven route +15%	£1m	2024
Tram patronage on Airport to Newhaven route -15%	£28m	2035
Future premium passenger numbers +15%	£5m	2027
Future premium passenger numbers -15%	£11m	2028
Reduction in inflation of 1%	£9m	2030

- 4.64 The sensitivities demonstrate that additional capital costs or reduced patronage would create a financial challenge to the Council in funding the York Place to Newhaven project. Options for addressing this possible financial challenge have been identified.
- 4.65 The model is also sensitive to inflation, as funding costs would remain constant. In order to manage this risk, Edinburgh Trams will have to carefully monitor its fare policy to ensure that the business continues to be profitable over the 30 year period of the financial model.

Potential funding options

- 4.66 In the event that one or more of the sensitivity scenarios arose, the Council could consider a number of options to reduce the funding gap. These options may include:
- Reducing tram service frequency to reflect any reductions in patronage
 - Reviewing and re-tendering maintenance contracts to achieve more competitive prices
 - Generating additional revenues either within Edinburgh Trams or within the wider Council.
- 4.67 More detailed analysis is required to assess both the financial impact of these options and also their impact on wider Council policies. This analysis can be undertaken during the next phase of the project.

Conclusions

- 4.68 The financial analysis supports the following conclusions:
- In the short to medium-term, an additional funding gap of £1m exists after utilising £20m of assumed extraordinary dividend from Lothian Buses, compared to the gap if no extension were to be built
 - Sensitivity testing has shown that should capital costs be higher than anticipated or patronage less than forecast, the affordability gap would be considerably greater
 - Options for improving the financial position have been identified, but will require further detailed analysis
 - In the longer term, Tram revenues can fund the extension and provide additional income to the Council.

5 The Commercial Case

Chapter summary

- The procurement strategy has been developed based on key procurement objectives and a consideration of the lessons learned on the first phase of tram and from other tram projects in the UK and internationally
- It is recommended that the project is delivered under a design and build contract, incorporating tram infrastructure and tram control and communications systems
- Utility diversions should be carried out in conjunction with the main infrastructure works, either by the main contractor or under a separate contract
- The maintenance of the York Place to Newhaven line should be procured separately
- The suitability of the project for a private finance initiative was examined. There is likely to be little or no market appetite for taking full construction risk which would negate a PFI approach
- Consideration has been given to the appropriate form of contract and it is recommended that the NEC3 Option C target price contract is adopted
- A comprehensive risk identification and assessment has been carried out, and recommendations are made on an appropriate allocation of risks.

Introduction

- 5.1 The commercial case identifies the procurement and contracting strategy for the project, and outlines the proposed approaches to incentivising contractor performance, and to risk allocation.
- 5.2 Determining the appropriate procurement strategy involves an understanding of the procurement objectives; a consideration of the lessons learned on the first phase of tram and from other tram projects in the UK and internationally; and an appraisal of options available against the objectives and the lessons learned.

Procurement objectives

- 5.3 All projects classically have three objectives against which the success of the project is measured: cost, time and quality. These are shown in Table 18 along with a brief explanation of each one.

Table 18: Project objectives

Objective	Description
Cost	There are two aspects to the cost objective: <ul style="list-style-type: none">• Value for money - which will be driven by market appetite, competitive tension, contractor innovation and a balanced approach to risk• Cost certainty – which will be driven by the form of contract, and the apportionment of risk
Time	The strategy should allow the project to be delivered within efficient but realistic timescales. Consideration is given to both preconstruction and construction timescales.

Quality	<p>There is a need to ensure that the Council receives a quality finished product for such a significant intervention in the city. Quality encompasses a range of factors, including:</p> <ul style="list-style-type: none"> • system performance and reliability, which underpin the economic case • construction quality • safety and compliance with statutory obligations, including the environmental obligations set out in the Tram Act. <p>The procurement strategy needs to balance control with risk apportionment and elements of self-certification.</p>
---------	---

Lessons learned

- 5.4 In establishing the project team for the tram to Newhaven the Council has retained a number of individuals who successfully delivered the Airport to York Place project following mediation in 2011. In retaining this knowledge, the project is drawing on a number of lessons learned and these have been incorporated into the planning for the extension. These lessons include:
- The use of industry standard contracts to govern the project
 - Rigorous project governance with highly qualified key personnel with experience of delivering light rail projects in the UK and abroad
 - Setting up cross industry networks with other cities including Manchester, Birmingham and Dublin to ensure best practice is being adopted at each stage of project development
 - Adopting traffic management plans that provide the contractor with expanded sites to ensure that works can continue in the event that problems are encountered during construction as well as adopting a strategy of only opening up roads once and completing all works prior to reinstatement - no double-dig
 - Carrying out robust quantitative risk analysis and ensuring the contingencies set aside for unforeseen events
 - Ensuring robust measures are incorporated into the construction contracts to ensure build quality, and a strong client team is present on site to monitor build quality
 - Carrying out comprehensive formal consultation with the market to road test the overall delivery strategy for the project and encourage strong competition
- 5.5 The project team is also recommending that a gateway approval process is put in place to ensure all recommendations from the Edinburgh Tram Inquiry will be incorporated into the project plans and governance arrangements before contracts for the main construction works are signed . The approval being sought at present is to run a tender process for the project and then seek further approval from Council prior to the award of contract.

Procurement strategy

- 5.6 The procurement strategy considers how the project should be divided into different contracts. Figure 8 shows the various works involved in constructing a tram system, broadly following the sequence of construction.



Figure 8: Project work breakdown

5.7 In developing the procurement strategy for the project, the following specific questions were addressed:

- Who should be responsible for design: Council or the contractor?
- Should enabling works packages be carried out prior to the main track, civil works and tram systems works commencing?
- Should utility diversions be carried out as a separate contract or included with the main works?
- How should the proprietary tram control and communication systems be extended and integrated?
- Who should be responsible for maintenance of the extension?

Design responsibility

5.8 In broad terms two procurement models have been considered in developing the procurement strategy for the extension:

- Client design
- Design and build

5.9 Both models were evaluated against the objectives and lessons learned. The results of the evaluation are set out in Table 19, using a green, amber, red colour coding system to show how well the options perform against each objective.

Table 19: Design responsibility – evaluation of options

Objective	Client Design	Design and Build
Cost	<ul style="list-style-type: none"> • There are significant design interfaces to be managed, between the various work elements. The Council retains these risks under the Client Design approach • Requires strong technical expertise not available within Council to deliver value for money 	<ul style="list-style-type: none"> • More likely to deliver value for money • Complex design interface risks lie with Contractor, who is best able to manage them. • Greater scope for private sector innovation
Time	<ul style="list-style-type: none"> • Council has more control over the Contractor's work sequences and traffic management • Council more exposed to delay risks associated with unforeseen site conditions • Council exposed to delay risks associated with design interfaces 	<ul style="list-style-type: none"> • Provision can be made in the Contract for rigorous Council approvals and for the Contractor to work with the Council in finalising and implementing its traffic management and project phasing proposals. • Contractor can respond more efficiently to delay risks associated with unforeseen site conditions, and will carry most of this risk

Quality	<ul style="list-style-type: none"> • Council have complete control over all design decisions • Requires strong technical expertise not available within Council to supervise works to ensure quality 	<ul style="list-style-type: none"> • Contractor is responsible for quality in accordance with the specified requirements. • Quality is monitored through ISO9000 and 9001 and the Council has right to intervene if the quality falls below that specified. • Contractor is incentivised to provide a quality product as completion of the works and final sign off by the Council will depend on it. This model for ensuring quality is used successfully throughout the UK and overseas on a range of infrastructure projects, including tram projects
Lessons Learned	<ul style="list-style-type: none"> • The design from the first phase of tram is approximately 85% complete and the Council has retained the right to use the design for the extension to Newhaven. • However, that there is very limited resource in the Council to manage a detailed tram design. By its nature tram design is complex and requires coordination across a range of disciplines including civil design, mechanical and electrical, systems and design integration with trams and the existing system. • While the actual design would be outsourced to a technical partner there is a significant risk that the Council would, in effect, be a poorly informed client without the necessary expertise to deal with complex design issues as they arose. It is also worth noting that other tram systems in the UK and Ireland have adopted a Design and Build approach to mitigate against this risk, even when there is a level of expertise embedded within the client organisation. 	<ul style="list-style-type: none"> • Adopting a Design and Build approach puts the responsibility for design, including integration, with the Contractor and it would be the responsibility of the Council to define its requirements through a series of outputs in a Performance Specification. • The 85% design from the first phase would not be wasted as this would be provided to all bidders in the form of an unwarranted reference design. It would then be the responsibility of the Contractor to either carry out the necessary due diligence on the existing design or to discard it and develop a design from scratch. • Based on experience from other schemes, it is likely the Contractor would utilise parts of the design and re-design other elements. Either way the Council would not be responsible if the design failed to meet the output requirements set out in the Performance Specification.

5.10 The Design and Build approach performs similarly to or better than the Client Design approach under all criteria.

5.11 In relation to the primary procurement objectives, the Design and Build model will provide the Council with more opportunity to drive value for money and more opportunity to transfer delay risk and interface risks to the contractor. The models perform similarly in terms of delivering quality.

- 5.12 In order to achieve the most benefit from the design done during phase 1, it is recommended that this is issued as an unwarranted client's 'reference design' to all bidders.
- 5.13 The Client Design model carries significant risks in relation to the Council's in-house technical capability and while both models are similar in respect of managing wider in-house support and third party interfaces the Client Design model would import an almost unmanageable risk to the Council in relation to technical compatibility and systems integration.
- 5.14 Based on the above the Design and Build model is recommended.

Enabling Works

- 5.15 Options to carry out advanced enabling works at Bernard Street and Constitution Street have been explored and market tested during Stage 1 although a decision has been taken not to pursue these further.
- 5.16 A detailed programming exercise has been carried out and has concluded that the Bernard Street and Constitution Street works can be included in the main contract without adversely affecting the programme, so long as the detailed design for the wall is carried out during Stage 2. This approach is also consistent with the principle of "one dig" which has been developed in more detail during Stage 1, particularly in relation to the temporary traffic management arrangements.
- 5.17 Some minor enabling works have been carried out during Stage 1 and these are summarised in Table 20.

Table 20: Enabling works packages

Package	Description
Traffic management modelling	Following discussions with the Transport Working Group and agreement with the Project Board around the traffic management approach, plans have been developed and a level of traffic modelling has been carried out on the traffic management approach to ensure a workable solution is available.
Advanced Utility Site Investigation	A series of advanced site investigation works have been carried out in key areas identified by the utility conflict schedule.
Lindsay Road Sewer	An advanced site investigation has been carried out to inform the tender documentation, level of risk transfer and inform the accuracy of the as built information currently available
Advanced Archaeological Site Investigation	Discussions have been held with the City Archaeologist to understand the likely finding of archaeological arising's of interest during the project. A series of advanced site investigation works have been carried out in key areas identified through these discussions including the 1817 Dock structure at Ocean Terminal and Queen Charlotte Street to Baltic Street.
Edinburgh St James interface	Agreement has been reached with Edinburgh St James on programme and scope and this is reflected in the GAM agreement.

Utility diversions

- 5.18 Two options have been considered for the utility diversions:

[Redacted text]

[Redacted text]

[Redacted text]

- [Redacted list item]
- [Redacted list item]

[Redacted text]

- [Redacted list item]

[Redacted text]

- [Redacted list item]

[Redacted text]

- [Redacted list item]

[Redacted text block]

Form of Contract

5.39 A construction contract will need to be entered into between CEC and the preferred bidder chosen after a competitive procurement procedure. The provisions of the construction contract will need to be drafted and reviewed to ensure they reflect an appropriate risk allocation (see later in this chapter for a review of the risk allocation), and that the balance of risk and reward for the contractor drives a value for money and affordable solution.

5.40 The first phase of the Edinburgh Tram project used a bespoke form of contract, which was complex and burdensome to manage. It is not recommended that this form is

adopted for the York Place to Newhaven project. A revised bespoke form of contract may be considered, but this would be expensive to produce and administer and will be unpopular with the bidding community.

5.41 There are a number of 'standard form' construction contracts which provide a more appropriate alternative for a design and build contract of this nature. These fall into two basic types:

- Recourse or adversarial style contracts such as the FIDIC contract
- Collaborative style contracts such as NEC 3

5.42 The advantages and disadvantages of each type are summarised in Table 21.

Table 21: Comparison of collaborative and recourse style contracts

Collaborative (NEC3)	Recourse (FIDIC)
<p>Advantages: Familiar to bidders Focused on collaboration and early warning/resolution of issues Has been used extensively by government on infrastructure schemes, e.g. Crossrail "Risk share" as opposed to "risk transfer" approach</p>	<p>Advantages: Familiar to bidders Relatively clear allocation of risks and liabilities Used extensively and well tested (leading to fewer issues as to interpretation) Less amendment required to produce balanced contract</p>
<p>Disadvantages: Will require a proactive (and intensive) approach to managing the contract Sometimes considered to be more contractor-friendly than FIDIC Attempted to be written in "plain English"; accordingly can potentially lead to some ambiguity unless amended appropriately</p>	<p>Disadvantages: Less focus on collaboration and the proactive resolution of issues More likely to lead to protracted contractual disputes, particularly on complex projects</p>

5.43 There are significant heavy rail procurements currently in the market which are being procured under the NEC3 standard form contracts, including Crossrail and High Speed 2. In 2009 the Office of Government Commerce announced that the NEC3 is the only form of contract it endorses.

5.44 Informal contact by CEC with other public sector light rail operators such as Docklands Light Railway Limited, Transport for London and Transport for Greater Manchester have demonstrated that there is strong support for the use of NEC3 in the light rail sector.

5.45 From the market consultation, there was broad support from the contracting community for the use of NEC3, though some of the European based contractors were less familiar with it.

5.46 There are two NEC3 forms which are possibly suitable, depending on the risk allocation adopted:

- Option A is a lump sum priced contract with activity schedule, where the contractor provides the works described in the contract for a sum of money. The contractor prepares an activity schedule where each activity is priced as a lump sum that the contractor is paid once it has completed that particular activity. The contractor takes

the assessing and pricing risk under option A, although the lump sum will be adjusted if certain compensation events occur.

- Option C is a target cost contract with activity schedule. The contractor uses an activity schedule to tender a target price, which is the sum of the price for each activity and a fee. Payment is made on the basis of actual costs incurred, meaning that activities not initially included in the activity schedule will increase the target cost. Since the risk of savings and over-runs is shared between the parties in option C, the contractor takes less risk than under option A.

5.47 The unknown nature of the ground conditions risk and third party risks, and the significant potential for additional works being required would make it very difficult for bidders to quote a fixed lump sum.

5.48 A target cost contract is thus more appropriate, but even this will be difficult to cost accurately given the limited design work the market will be able to undertake during the tender period. To mitigate this, consideration is being given to a two-stage procurement process whereby a preferred bidder is selected based on the published award criteria, including target price, and is given a preliminary contract to work up a detailed design and refine the target price prior to the full construction contract being signed. This approach has the added benefit of ensuring the detailed system interfaces are fully designed for the final target price.

5.49 Given the UK Government support for NEC3, the experience of its use on other rail projects, and the support from the market, and the level of unquantifiable risk, it is recommended that the NEC3 Option C form of contract is used, subject to CEC being comfortable on the risk share approach and the need for proactive management of the contract. A number of amendments will be made to the contract to ensure that the risk allocation reflects the recommendations set out later in this chapter.

Private Finance Suitability

5.50 A Private Finance Initiative (PFI) or Public Private Partnership (PPP) can offer significant advantages over a traditional approach to project delivery, through design and construction innovation, incentivised performance, long term asset management and deferred funding. In developing the procurement strategy, an assessment was made of the suitability of the project for a PFI/PPP approach.

5.51 The primary concern when assessing private finance suitability is to ensure a PFI approach is only adopted if it offers the potential to deliver better value for money than a conventional procurement approach. This involves ascertaining that the project has the right scale and operational performance requirements, certainty of future demand and has scope for significant risk transfer.

5.52 The Edinburgh Tram York Place to Newhaven project has a number of the necessary characteristics to make it suitable for a PPP/PFI approach. It is of suitable scale to justify the additional procurement costs, demand is likely to continue to grow over time, the long term maintenance availability could be included in the scope and performance can be specified and measured in output terms.

5.53 However, the scope for significant construction risk transfer is likely to be compromised by a number of factors:

- The time and cost overruns experienced on the original Edinburgh tram project

- The inclusion of residual utility diversions within the scope of the contract, and the volume of known remaining conflicts with utilities and other below ground assets
- The significant construction and programme interfaces with other developments, including Edinburgh St. James and the Leith Programme.

5.54 There is likely to be little or no market appetite for the risks imposed by these factors. An inability to transfer construction risks would prove fatal to a PFI/PPP approach.

5.55 In addition, the existence of a detailed design, and the fact that much of the equipment for the extension has already been acquired, severely limits the scope for value for money through private sector innovation.

5.56 A conventional procurement process is thus recommended. The appropriate form of contract is discussed elsewhere, however, the recommended Design and Build approach will allow the contractor the scope for some innovation in construction and delivery methods.

Risk apportionment

5.57 A comprehensive assessment of risks has been carried out, following the risk management process described in Chapter 6.

5.58 The main risks associated with the delivery of the project are summarised in Table 22, along with recommendations on how each risk should be apportioned between the Council (CEC) and the Main Contractor (MC). The table also notes actions being taken to mitigate the risks.

Table 22: Recommended risk allocation

Risk	CEC	MC	Actions
Site access and possession			
Site possession	✓		Access Protocol to be prepared setting requirements in relation to sufficient design completion prior to MC being granted access to site.
Off-site access and possession rights		✓	
Exercise of third party access rights to Site.		✓	Review of third party agreements.
Protester action		✓	
Road closure and traffic management approvals		✓	TRO approval to be sought prior to tendering main contract. Time only relief where CEC cause delay.
Access to existing Tram System	✓		Existing System Access Protocol
Usability of existing free issue equipment		✓	Bidders to be given access to materials during tender
Site conditions			

Completion of enabling works to specified standard	✓		
Condition of existing structures	✓	✓	Consideration being given to sharing this risk to avoid bidders pricing for unnecessary works in their tenders
Archaeology	✓	✓	Consideration being given to appropriate risk sharing approach.
Contaminated ground		✓	Appropriate site investigation.
Diversion of known utilities	✓	✓	Consideration being given to appropriate risk sharing approach, including appointment of a specialist contractor to carry out advanced works.
Diversion of unknown utilities	✓	✓	Consideration being given to appropriate risk sharing approach, including appointment of a specialist contractor to carry out advanced works.
Necessary Consents			
Adequacy of Powers	✓		Legal review of Tram Act carried out
Obtaining of all necessary consents		✓	CEC resources to ensure timely response to Prior Approval requests
Building fixing consents		✓	
Design			
Ability of CEC Specification to meet CEC business objectives	✓		Peer reviews of specifications
Inconsistency / ambiguity within CEC Specification		✓	Obligation on bidders to review specifications at tender stage
Accuracy of "Relied Upon Information" relating to the Existing System	✓		Verification of information by survey or with relevant authority (e.g. Edinburgh Trams)
Development of design		✓	Previous design being made available on an unwarranted basis
Construction			
Build quality		✓	Include appropriate measures in contract and ensure strong client team on site.
Site security		✓	
Traffic management		✓	Advance TRO approval being sought.
Adverse weather conditions		✓	
Force majeure events	✓	✓	Define FM on a "closed list" basis

Late completion of the Works		✓	
Public liaison		✓	Collaborative approach recommended
Damage to existing system		✓	Close collaboration between contractor and operator
Disruption to operations		✓	Close collaboration between contractor and operator
Third party claims		✓	
Testing, commissioning and bringing into service			
Provision of trams and staff	✓		Close collaboration between contractor and operator
System integration		✓	Availability of existing systems supplier to contractor
System performance		✓	
Safety Case	✓		Edinburgh Trams

Conclusions

- 5.59 It is recommended that the project is delivered under a design and build contract, incorporating tram infrastructure and tram control and communications systems.
- 5.60 Utility diversions should be carried out in conjunction with the main infrastructure works, either by the main contractor or by a specialist contractor working in advance of the main contract.
- 5.61 The maintenance of the York Place to Newhaven line should be procured separately
- 5.62 It is recommended that the NEC3 Option C target price contract is to be adopted subject to CEC being comfortable on the risk share approach and the need for proactive management of the contract
- 5.63 It is recommended that risks are allocated as set out in Table 22.

6 The Management Case

Chapter summary

- Traffic management will be deployed which facilitates opening large sections of the work site at any one time. A detailed logistics and access plan will be developed, in consultation with key stakeholders, prior to any works going to tender.
- A continuous approach to construction will be deployed wherever possible avoiding the need to excavate twice.
- A desktop exercise has identified in excess of 1200 conflicts with utilities and other below ground assets. Additional site investigations have now been completed and the results have fed in to the costs and risk assessments and have also informed the construction strategy
- There are a number of heritage items that are impacted by the works, including archaeological areas of interest, listed buildings and monuments. The strategy for dealing with these heritage items and archaeological remains has been agreed with the City Archaeologist.
- During the construction, testing and commissioning of the project there will be a requirement to terminate services at West End Princes Street tram stop to carry out activities to tie-in the new route with the existing line. This curtailment of passenger service however can be kept to a minimum
- A programme has been developed based on the recommended construction delivery strategy and procurement strategy. This concludes that the overall design, construct, test and commission duration for the project will be in the region of 40 months.
- The 40 month programme duration is based on the traffic management assumptions set out herein. If these cannot be delivered it is highly likely that the overall project duration will increase.
- Strong project governance and project management arrangements are in place
- A stakeholder management and communication plan has been developed

Introduction

6.1 The management case sets out how the Council plan to deliver the project to ensure that the objectives in terms of cost, time and quality are achieved. The following topics are covered:

- Construction delivery strategy
- Programme
- Project management
- Risk and opportunity management
- Stakeholder management
- Post-project review

Construction delivery strategy

Introduction

6.2 In developing the Outline Business Case in 2015 a review of the existing design was carried out which determined that it was sufficiently detailed to generally be adopted for the business case. The review noted areas of the design which required further development, including:

- the tram alignment from York Place to Picardy Place, including the upgrade of the Picardy Place junction and the interface with the Edinburgh St James development
- the reconfiguration of the London Road – Leith Walk junction
- the track slab design over the following structures:
 - Scottish Power tunnel on Leith Walk
 - Network Rail overbridge on Leith Walk
 - Tower Place bridge
 - Victoria dock bridge
- design of Ocean Terminal tramstop
- review of building fixing locations

6.3 Further design work has now been done on each of these areas and this has fed in to the costs and risk assessments in this update of the outline business case and has also informed the following construction strategy.

6.4 The construction delivery strategy also includes general principles which should be adopted and recommendations on several key issues:

- Traffic management
- Utilities and other below ground assets
- Advanced site investigation
- City heritage
- Third party interfaces
- Tie in to the existing tramway

6.5 The recommendations of the strategy are summarised in the following sections.

Core principles

6.6 Based on lessons learned from the construction of the first phase of tram the strategy is underpinned by the following core principles:

- Traffic management will be deployed which facilitates opening large sections of the work site at any one time. This will require significant traffic management planning over a large geographic area to accommodate diversion routes and changes to junction operations
- A continuous approach to construction will be deployed wherever possible whereby the diversion of utilities and the installation of the tramway are combined avoiding the need to excavate twice thus minimising disruption, minimising cost and speeding up the construction process. This is consistent with the recommended procurement strategy set out in Chapter 5
- Recognising the impact this approach is likely to have on local businesses and residents impacted by the works, a detailed logistics and access plan will be developed, in consultation with key stakeholders. A compensation scheme for business affected by the works will also be put in place.

Traffic Management

6.7 The principle of adopting a traffic management plan which facilitates opening large sections of the work site at any one time was driven primarily by lessons learned from the construction of the existing route and experience in other cities both in the UK and

Europe. The factors considered by the working group in arriving at this decision are summarised in Table 23.

Table 23: Advantages and disadvantages of proposed traffic management approach

Advantages	Disadvantages
<ul style="list-style-type: none"> • Overall programme saving • Economies of scale through completing utility diversions in single phase • Savings on traffic management costs • Fewer traffic management changes allowing all road users adapt to revised arrangements • Flexibility to solve site issues as they arise • More efficient track construction • More efficient testing of built infrastructure • Continuity of access and dedicated logistics support for business deliveries and collections • Better quality road surfacing with fewer transverse joints 	<ul style="list-style-type: none"> • Disruption over a wider area at any point in time • Impact of traffic diversions on a wider area • Additional road modifications to support diversion routes • Some reduction in public transport accessibility due to bus route diversions

6.8 To facilitate the works there is a need to provide significant traffic management. The current proposals are to deliver the project in substantial sections with wider city traffic management required to facilitate the required closures. These will be supplemented by provision for parking and loading, pedestrian crossings and logistics support for local businesses.

6.9 From a traffic management perspective, the route has been split into four sections, with a different approach being adopted in each section, as set out in Table 24.

Table 24: Traffic management proposals by route section

Route section	Proposals
York Place to London Road	Carry out works in sub-phases to maintain traffic in both directions at all times: <ul style="list-style-type: none"> • Picardy Place to Union Street • Union Street to London Road • York Place tie-in
London Road to Foot of the Walk	Close 3 lanes of Leith Walk for approximately 18 months Introduce a temporary gyratory system with single direction running on Leith Walk and traffic in opposite direction diverted to Easter Road and Bonnington Road. This will be supported with the provision of loading areas, logistics support and pedestrian crossings to minimise disruption.
Constitution Street to Tower Street	Given the constraints in relation to road width, and the availability of diversionary routes, the strategy is to close the full width of the road in sections to allow the works to take place. Access to all business and residential premises will be maintained at all times.
Forth Port to Newhaven	Carry out works in phases to maintain traffic in both directions at all times: <ul style="list-style-type: none"> • Newhaven to Ocean Terminal West Side • Ocean Terminal West to Ocean Terminal East • Ocean Terminal East to Rennie's Isle • Rennie's Isle to Tower Place • Tower Place to Constitution Place

- 6.10 This approach has been tested using the Council's traffic model. The final traffic management proposals will be developed in detail by the Contractor and will be subject to scrutiny by a Traffic Management Review Panel chaired by Council officials and including representatives of the emergency services and public transport operators. Members will be consulted as detailed proposals are developed. Further modelling work will also be carried out during Stage 2 to assess the impact of this approach.
- 6.11 The 40 month programme duration used to develop this OBC is based on the traffic management assumptions set out herein. If these cannot be delivered it is highly likely that the overall project duration will increase.

Utilities and other below ground assets

- 6.12 A major part of the works involved in building a tram system is the clearing of obstructions from the tram construction path including all required utility diversions. It is understood that a significant number of utility diversions have been carried out by previous contractors however it is known residual issues remain to be resolved.
- 6.13 A desktop utility assessment has been carried out to identify utilities, basements, archaeological works, monuments, obstructions and other underground assets that may impact the tram works. A schedule has been prepared detailing the likely conflicts and the action required to mitigate them.
- 6.14 The desktop exercise has identified in excess of 1200 potential conflicts with utilities and other below ground assets along the route. An impact assessment of the conflicts was also carried out with over 75% being considered medium to high impact. As well as those conflicts identified there are likely to be further conflicts that are currently unknown and will only become apparent when the excavation works occur. The site investigation information provided by the Leith Programme team was used to verify the desktop exercise in areas where trenches had been excavated.
- 6.15 The conflict schedule has informed the procurement strategy set out in Chapter 5, which recommends that the utility diversions should be carried out in conjunction with the main infrastructure works, either by the main contractor or by a specialist contractor working in advance of the main contract.

Advanced site investigations

- 6.16 To support the desktop assessment the technical working group reviewed site investigation information provided by the Leith Programme team. This information was gathered during the construction works on Leith Walk and identified utility apparatus as well as its location. This information was used to verify the desktop exercise.
- 6.17 Given the conclusions set out in the procurement section of this business case and the need to provide good quality, comprehensive ground investigation information to bidders, an assessment based on the outputs of the desktop exercise, was carried out and identified additional areas that should be investigated further through site investigation in the pre-contract stage of the project.
- 6.18 These additional site investigations have now been completed and the results have fed in to the costs and risk assessments in this update of the outline business case and have also informed the construction strategy.

City heritage

6.19 There are a number of heritage items that need to be considered when developing the construction delivery strategy, including archaeological areas of interest, listed buildings and monuments.

6.20 The strategy for dealing with archaeological remains has been agreed with the City Archaeologist and is set out in Table 25.

Table 25: Strategy for dealing with city heritage items

Archaeology		
Area	Description	Strategy
York Place to Foot of the Walk	Some archaeological remains	Maintain an archaeological watching brief during the works and record features of interest
Foot of the Walk to Constitution Place	Significant level of archaeological interest, including graveyard	Include an allowance in the programme for resolution of archaeology. Carry out heritage works at the Constitution Street church, including wall stabilisation and exhumation and reinterment of bodies currently lying under roadway.
Constitution Place to Newhaven	Varying sections of archaeological interest including 1817 dock structure at Ocean Terminal and archaeological findings between Queen Charlotte Street and Baltic Street	Maintain an archaeological watching brief during the works and record features of interest. Carry out heritage works at the 1817 dock structure and between Queen Charlotte Street and Baltic Street.

6.21 There are a number of listed buildings and structures that will be encountered during the works. These have been categorised as buildings or structures needing improvement works; protection works or no work. All costs associated with the improvement or protection works are included in the capital cost estimate.

6.22 There are four monuments within public realm spaces which conflict with the tram construction path. These are:

- Paolozzi sculptures at Picardy Place;
- Sherlock Holmes statue at Picardy Place
- Queen Victoria statue at the Foot of the Walk; and
- Robert Burns statue at Bernard Street

Each of these monuments has been assessed in relation to its current location, condition and revised road alignments to determine how it will be dealt with. With the exception of the Queen Victoria statue which can be protected during construction, the monuments will need to be permanently relocated. The new locations will be as close as possible to the existing, and will be agreed with the Council. The Paolozzi sculptures and the Sherlock Holmes statue will be relocated as part of the Edinburgh St. James project.

Tie-in to the existing tramway

- 6.23 The project includes the demolition of the existing temporary tramstop at York Place. The platform of this stop sits on the line of the future inbound track of the extended line. This stop will thus have to be shut for a period of time to construct the tie-in of the existing track to the new line.
- 6.24 To mitigate the impact on passenger services, it is proposed to bring the new stop at Picardy Place into service prior to decommissioning the York Place stop, with single line running from York Place to Picardy Place while the temporary stop platform is being demolished and the second track constructed.
- 6.25 Current analysis shows that the existing line can be kept open, but that there will be some service disruption, including a requirement for trams to turn back at West End Princes Street stop for a period of up to two weeks.
- 6.26 This sequencing is being reviewed with Edinburgh Trams to see if services could continue to operate in this period to St. Andrew's Square by using a temporary crossover.

Programme

- 6.27 An outline programme has been developed based on the general principle of continuous working and adopting a traffic management plan which facilitates opening up large sections of the work site at any one time. The programme has been informed by actual observed timescales on the first phase of tram post mediation, feedback from market consultation, and the additional design work carried out.
- 6.28 The outline programme concludes that the overall design, construction, testing and commissioning of the York Place to Newhaven project will take approximately 40 months from award of contract. This duration is within industry norms for a tram project of this scale and complexity and is consistent with the views expressed during the market consultation.
- 6.29 The pre-contract award phase is estimated to be 13 months, as shown in Table 26.

Table 26: Pre-contract award programme

Milestone	Date
Issue OJEU notice for main construction works	October 2017
Complete evaluation of tenders for main construction works	September 2018
Council approval to commence Stage 3	November 2018
Award main construction contract	November 2018

Project governance

- 6.30 A key lesson learned from the first phase of tram delivery related to the project governance and contract management structures. Following mediation, revised governance structures were put in place that served the project well through to passenger service. It is essential that similar arrangements are put in place from the outset for any future projects. The key principles underpinning the project governance structure are:

- Strong leadership from the top of the client body, key stakeholders and the contractors selected to carry out the works;
- Strong political support and regular reporting by officers on risks, issues and costs;
- Clearly defined roles and responsibilities within the client organisation with clear reporting lines;
- Clear management information used to report through all project levels; and
- Professional project management support within the client organisation.

6.31 Following the decision to proceed with Stage 1 activities in December 2015 a governance structure, based on lessons learned from the first phase of tram, post mediation, was established.

6.32 The day to day responsibility for the project resides with the Project Director with core decisions being taken within the project, by the Project Board or by the Council's Corporate Leadership Team, as appropriate. Political oversight resides with the Transport Projects Working Group. Updates to the Governance, Risk and Best Value Committee will be provided as required. It is recommended that similar governance arrangements continue into Stage 2.

6.33 The current meeting schedule, attendees and agendas are given in Table 27.

Table 27: Project meeting schedule

Meeting	Frequency	Attendees	Agenda
CLT Briefing	As Required	CEO (chair) CLT Members Project Director	To provide oversight of all areas of the project and to highlight and resolve key issues that remain unresolved at CEC Tram Board
Project Board	Monthly	Director of Place (chair) Project Director Head of Finance External independent technical advisor Head of Place (Planning) Head of Procurement Head of Legal Senior Communications Officer Transport for Edinburgh CEO Edinburgh Tram Managing Director	To provide clear oversight of all areas of the Project as client, to provide challenge to issues and change requests and to be the client sign off point for change requests.
Working Group	Fortnightly	Project Director (chair) Finance Transport & Planning Communications Property Procurement	Day to day management of the project and to agree on matters to be escalated to Project Board

		Legal External Advisors	
Transport Projects Working Group	Monthly	Leader of the Council Deputy Leader of the Council Convener and Vice-Convener of the Transport and Environment Committee (or equivalent) Opposition Group Leaders Opposition Transport Spokespersons Senior Council Officers Project Director	Updates on project progress and current issues

Project management

- 6.34 A comprehensive Project Execution Plan (PEP) has been prepared for the Edinburgh Tram York Place to Newhaven project. This is a living document which continues to be updated as the project progresses from one stage to the next. The PEP defines the project objectives and the strategy for the management of the project and the procedures for its successful implementation and completion in line with those objectives.
- 6.35 An audit of the PEP and wider project governance is currently being carried by the Strategy and Insight team.
- 6.36 The PEP sets out the processes to be followed for a range of project disciplines, including:
- Overall project governance and organisation
 - Project communications management
 - Cost management
 - Programme management
 - Risk management
 - Quality management
 - Change management
 - Design management
 - Health and safety management
 - Environmental management
 - Stakeholder management
 - Document control
- 6.37 The change management, risk management and stakeholder management approaches are elaborated on in the following sections.

Change management

- 6.38 A robust change management process will be implemented which recognises that good change control relies upon accurate identification and assessment of proposed changes

at the earliest possible stage. The implications of changes must be considered relative to the project objectives.

- 6.39 Sometimes decisions will have to be made quickly and it is recommended that a mechanism should be put in place to allow this to be done. Delegated authority will be put in place for approval of changes, with delegated limits approved by the Project Board.
- 6.40 A Change Register will be maintained and used for Board approval in advance of agreeing Compensation Events with the contractor.
- 6.41 The change management process will include for an element of project contingency reserved to the Board.

Risk and opportunity management

Risk management overview

- 6.42 This section sets out the risk management process being implemented on the project. It details the structure, management responsibilities, risk activities and reporting activities needed to successfully and proactively manage risk on the project. Risk is considered in terms of both threats and opportunities.
- 6.43 The risk management process represents common best practice for identifying and understanding the range of risks faced by the project and setting out actions to manage them. It consists of the following iterative steps:
 - **Identification** – new risks are identified and incorporated into a risk register
 - **Analysis & evaluation** – each risk is assessed in terms of likelihood and impact
 - **Treatment** – actions identified and implemented to actively manage risk
 - **Review** – on-going monitoring progression of risks over the life of the project
- 6.44 This is supplemented by the ongoing monitoring, review, management, reporting, communication and improvement of the risk process and its deliverables against the project objectives throughout the life of the project. This assists with establishing and maintaining the process, creating a risk management culture, assigning accountability, allocation of risk and allows for risk activity and reporting arrangements to adapt to emerging changes in the project.
- 6.45 Comprehensive risk registers have been developed for each of the work packages identified in the procurement strategy, as well as an overarching programme risk register. A process is in place for escalating risks to the programme risk register when appropriate. The risk registers provide full details in relation to the description, classification, assessment, and mitigation of all risks to the project. The registers remain as live documents, subject to regular amendment as new risks are documented and current risks are managed out. Individual risks will be regularly reviewed with the risk owners and the project team and updated as required. This process will provide an ongoing assessment of the risks in the light of project development and the impact of control actions taken.
- 6.46 In order to maintain continuous review and communication, the project is subject to a schedule of risk activities and reporting as shown in Table 28

Table 28: Risk reporting

Activity	Report Frequency
Risk Register Reviews	Monthly
Risk Register QCRA's	Following risk register Issue As required for Business Case updates
Risk Dashboard report	Monthly
QSRA	Quarterly or following significant change
Risk Forum	As required

6.47 The results of the monthly risk review, QCRA update and any other risk activity in the month are summarised in a monthly risk dashboard report. This summarises details of the top risks to the project and provides an overview of the current estimated risk exposure.

6.48 A risk forum will be established to meet as appropriate to discuss and obtain quick resolution to key risks to the project or table key risk findings.

Stakeholder management

6.49 A draft Stakeholder and Communications Management Plan⁴ has been prepared for the project which describes the processes for ensuring an effective strategy for the management of stakeholders on the Edinburgh Tram York Place to Newhaven project. It details how the project team will identify and manage all stakeholders impacted by the works, engage with them and optimise their experience of the project.

6.50 The activities within the stakeholder management process include:

- **Identification** of stakeholder organisations and key decision makers
- **Analysis** of the stakeholders to understand their needs and position in relation to the project
- **Strategy & planning** to identify the most effective means of communicating with different stakeholders in order to minimise risk and maximise opportunity
- **Implementation, engagement and review** including the establishment of different engagement channels, production of stakeholder specific communications materials, and the implementation of reporting and reviewing procedures.
- **Evaluation** following review in order to identify positive engagement, minimise disputes where necessary and amend methods of communication.
- **Recording and monitoring** stakeholder requirements throughout the lifecycle, assigning tangible actions and deadlines for completion with the aim of maximising overall stakeholder satisfaction.

6.51 The stakeholder identification process takes into account the stakeholder analysis done for the original tram project; the Third Party Agreements between the Council and various stakeholders to resolve issues raised during the Tram Act process; and a wider

⁴ Edinburgh Tram Extension and Leith Programme Stakeholder Management & Communications Plan, City of Edinburgh Council, October 2016.

exercise undertaken to identify stakeholders impacted by the Tram project using a combination of local business directories and site reconnaissance work.

- 6.52 The tram project communications team works closely with the Leith Programme and Edinburgh St. James projects to ensure a coherent and consistent message is being communicated to all stakeholders.
- 6.53 The objectives of the communications strategy are:
- to provide residents and businesses with relevant, timely and up to date information about the project
 - to provide residents and businesses with accessible communications channels to ensure their concerns are given appropriate consideration in developing the timing and phasing of the project
 - to highlight the benefits of the tram project to the local communities its serves and to the city as a whole
 - to ensure, where possible, any conflict is avoided through open and transparent communication.

Lessons learned

- 6.54 As outlined in section 5.4, the project is drawing on a number of lessons learned and these have been incorporated into the planning for the extension. These lessons include:
- The use of industry standard contracts to govern the project
 - Rigorous project governance with highly qualified key personnel with experience of delivering light rail projects in the UK and abroad
 - Setting up cross industry networks with other cities including Manchester, Birmingham and Dublin to ensure best practice is being adopted at each stage of project development
 - Adopting traffic management plans that provide the contractor with expanded sites to ensure that works can continue in the event that problems are encountered during construction as well as adopting a strategy of only opening up roads once and completing all works prior to reinstatement - no double-dig
 - Carrying out robust quantitative risk analysis and ensuring the contingencies set aside for unforeseen events
 - Ensuring robust measures are incorporated into the construction contracts to ensure build quality, and a strong client team is present on site to monitor build quality
 - Carrying out comprehensive formal consultation with the market to road test the overall delivery strategy for the project and encourage strong competition

Conclusions

- 6.55 Traffic management should be deployed which facilitates opening large sections of the work site at any one time. A detailed logistics and access plan will be developed, in consultation with key stakeholders, prior to any works going to tender.
- 6.56 A continuous approach to construction will be deployed wherever possible avoiding the need to excavate twice.
- 6.57 The strategy for dealing with heritage items and archaeological remains has been agreed with the City Archaeologist.

- 6.58 During the construction, testing and commissioning of the project there will be a requirement to terminate services at West End Princes Street tram stop to carry out activities to tie-in the new route with the existing line. This curtailment of passenger service however can be kept to a minimum.
- 6.59 The overall design, construct, test and commission duration for the project will be in the region of 40 months. This is based on the traffic management assumptions set out herein. If these cannot be delivered it is highly likely that the overall project duration will increase.
- 6.60 Strong project governance and project management arrangements are in place.
- 6.61 A draft stakeholder management and communication plan has been developed and work will continue to update this plan in conjunction with Council Officers and Elected Members.
- 6.62 Processes have been put in place to ensure lessons learned on phase 1 of the tram project have been incorporated into the planning for the York Place to Newhaven line.

7 Way Forward

Chapter summary

- The 2015 Outline Business Case recommended a staged delivery approach to the project.
- The Stage 1 activities agreed by Council in December 2015 have been completed within budget
- It is recommended that the project proceeds to Stage 2
- This will keep the project on programme while allowing for a further affordability test based on actual tender prices to be carried out prior to awarding the main contract
- This approach will also allow the project take cognisance of any recommendations arising from the Edinburgh Tram Inquiry currently underway.

Introduction

- 7.1 The 2015 Outline Business Case recommended a staged delivery approach to the project. This updated Outline Business Case represents the completion of Stage 1, which also included a significant body of work, as described below.

Review of Stage 1 activities

- 7.2 Table 29 sets out the Stage 1 activities agreed by Council in December 2015 along with their status. The budget for Stage 1 was £3.25m and the tasks have been completed within budget.

Table 29: Review of Stage 1 activities

Stage 1 Activity	Status	Complete
Establish Project Governance & set up project team	Activity complete and project team established	✓
Develop Financing Solution	Financing options appraisal set out in Chapter 4	✓
Risk Analysis & Apportionment	Full quantitative risk analysis undertaken to inform OBC	✓
Stakeholder Engagement & Review of 3rd Party Agreements	Review of all 3 rd party agreements complete and stakeholder engagement has commenced	✓
Review Phase 1 Contract Documentation including technical & prior approvals	Review complete to inform contract documentation for next phase	✓
Site Investigation	Additional site investigation work complete	✓
Commence Leith Walk Roadway and Footway Enabling Works – Phase 4	Works have commenced and are scheduled to be delivered in summer 2017	✓
Preliminary Draft ITT including works information	Draft documentation complete	✓

Partial completion of PQQ for Main Works and Residual Enabling Works	PQQ documentation for main works complete and PQQs finalised for all enabling works	✓
Complete designs and specifications for Leith Walk Footway Enabling Works – Phase 5	Complete	✓

Stage 2

- 7.3 Stage 2, which is scheduled to take approximately 12 months, is the procurement phase.
- 7.4 During this phase a formal OJEU prequalification for the main works will be conducted and a tender shortlist drawn up. This will be followed by a formal tender process; the evaluation of tenders; and the finalisation of financing arrangements.
- 7.5 Table 30 sets out the recommended Stage 2 activities and the expected outcomes at the end of the stage.

Table 30: Stage 2 activities

Activity	Outcome
Final review of tender documentation	Upon completion of the technical and legal documentation a thorough “claims” review will be carried out wherein the documentation will be reviewed for potential contractual claims. This can only be done once all documentation is complete and will be done by a body/person independent of the team that drafted the documentation.
Procurement of main contractor	The project will run a prequalification process in accordance with OJEU rules and shortlist a number of contractors for tender. Tender documents will be issued to the shortlisted contractors. Tenders will be received and evaluated and a preferred tenderer selected.
Finalise funding arrangements	Work will conclude with prospective lenders during this stage with facilities being put in place at contract award stage.
Public consultation	Public consultation processes and arrangements will be established and implemented and recommendations for business support measures will be developed.
Continue stakeholder consultation process	The stakeholder consultation process will run continuously throughout the life of the project.
Modelling impact of revised service pattern	The revised service pattern proposed by Edinburgh Trams in response to the funding gap will be modelled to determine its impact on costs and revenues, and hence the funding gap
Affordability test	This Outline Business Case will be reviewed using the actual tender prices received for the main works, and the results of the modelling of the revised service pattern, to confirm that the project can be delivered within the Council’s affordability envelope.

Estimated costs

- 7.6 Turner & Townsend have estimated the costs for Stage 2 of the project up to the award of the main contract. This estimate is summarised in Table 31 and is broken down into

two elements: resource costs (internal staff and consultancy); and the costs for design of Constitution Street wall.

Table 31: Stage 2 budget

Element	Budget (£m)
Resources (including external advisors & CEC)	£1.90
Constitution Street Wall Detailed Design	£0.10
Total	£2.00

7.7 The above costs can be accommodated within the allowances for these elements in the estimates set out in Chapter 4.

Recommendation

7.8 It is recommended that the project proceeds to Stage 2 as described above.

7.9 This will keep the project on programme while facilitating the affordability test by:

- Providing accurate construction costs through a competitive tender process
- Allowing time for the impact of the revised timetable, which is being tested this summer by Edinburgh Trams, to be assessed
- Providing a further 12 months of evidence of tram patronage build-up
- Development of TROs to reduce design risk and allow more economical tenders
- Development of an advertising strategy that may generate revenues to contribute to the project costs
- Examination, in conjunction with Edinburgh Trams, of options for reducing maintenance costs

7.10 This approach will also allow the project take cognisance of any recommendations arising from the Edinburgh Tram Inquiry currently underway.