

SCHEDULE 15.1

ESTATES

1 Licence to Occupy Authorised Premises

- 1.1 Except where expressly agreed otherwise by the Parties and subject to the remaining provisions of this Schedule, the Authority shall permit the Supplier to occupy the Authority Premises from the date of occupation until the end of the Term of this Agreement, at no charge provided always that:
- (a) such occupation shall be on a non-exclusive licence basis (save in certain circumstances where occupation shall be on a sublease basis);
 - (b) the Authority Premises shall be used by the Supplier solely for the purpose of performing its obligations under this Agreement;
 - (c) the Supplier shall vacate the Authority Premises on the expiry or termination of this Agreement;
 - (d) the Supplier shall limit access to the Authority Premises to such Supplier Personnel as is necessary to enable it to perform its obligations under this Agreement and the Supplier shall co-operate (and ensure that the Supplier Personnel co-operate) with such other persons working concurrently on such Authority Premises as the Authority may reasonably request; and
 - (e) the Supplier shall (and shall ensure that the Supplier Personnel shall) observe and comply with such rules and regulations as may be in force at any time for the use of such Authority Premises as determined by the Authority, and the Supplier shall pay for the cost of making good any damage caused by the Supplier or the Supplier Personnel other than fair wear and tear. For the avoidance of doubt, damage includes damage to the fabric of the buildings, plant, fixed equipment or fittings therein.
- 1.2 Except where expressly agreed otherwise by the Parties, the Parties agree that there is no intention on the part of the Authority to create a tenancy of any nature whatsoever in favour of the Supplier or the Supplier Personnel and that no such tenancy has or shall come into being and, notwithstanding any rights granted pursuant to this Agreement, the Authority retains the right at any time to use any Authority Premises owned or occupied by it in any manner it sees fit.
- 1.3 The Authority has advised the Supplier that, as a result of the Scottish law principle of "confusione", it is unable to enter into a lease with another government body. The Authority and the Supplier have therefore agreed that with respect to the "Authority Premises" at Argyle House Edinburgh, as detailed in Appendix 1, Part 1 in Schedule 15.1:

- (a) Telereal Trillium will grant a lease to the Supplier on behalf of the Secretary of State for the Community and Local Government (SSCLG);
- (b) the Authority will enter a side agreement with the Supplier and Telereal Trillium to guarantee to perform on its behalf the Supplier's obligations under this lease;
- (c) Argyle House, Edinburgh is and shall continue to be deemed to be an Authority Premises such that the Supplier will be placed in the same position with Argyle House, Edinburgh as in respect of all other Authority Premises. In particular, the Authority will be solely liable for the rent and other outgoings and liabilities in respect of the premises and, if necessary, the Authority shall reimburse the Supplier for the same. Should occupancy of Argyle House, Edinburgh cease the relevant provisions of Schedule 15.1 relating to Authority Premises shall apply and the Authority will be responsible for securing suitable alternative premises.

2 Changes to Estates

- 2.1 The Supplier shall be responsible for notifying the Authority of any work necessary to render the Authority Premises adequate for the provision of the Services.
- 2.2 Where the Supplier has identified that:
 - (a) any Authority Premises requires modification; or
 - (b) different property is required,
 the Supplier shall provide the Authority with a business case identifying the costs and benefits of any such proposal.
- 2.3 The Authority may reject, accept, modify or require a pilot of any business case provided by the Supplier. In the case of a pilot, the Parties shall agree the modifications and success criteria relating to the pilot and the Parties shall review the results of the pilot following its completion and agree the next course of action (if any).
- 2.4 In the case of the Supplier requesting any different property as part of any business case, the Supplier shall provide at least six (6) Months' prior written notice to the Authority. The Authority shall be entitled to source any relevant property itself. The Authority shall be entitled to require the Supplier to source

such property itself or on the Authority's behalf provided that it notifies the Supplier within three (3) Months of the notice provided.

3 Relocation in Special Circumstances

3.1 If, other than as a result of an act or default of the Supplier, any right of the Supplier to use any Authority Premises has terminated, the Supplier shall (without prejudice to its obligations contained in this Agreement relating to the provision of the Services) immediately consider whether it is able to provide the relevant Services from any other property which it then occupies (and shall use reasonable endeavours to do so) and shall inform the Authority as soon as reasonably practicable whether it is able to provide the relevant Services from such property together with any additional costs of providing such estate.

3.2 The Authority shall consider any such proposal from the Supplier and shall either:

- (a) request that the Supplier provides the Services from the other properties specified in its proposal; or
- (b) use reasonable endeavours to procure that the Prime Contractor, under the terms of the Prime Agreement, shall provide alternative premises to the Authority (known as the "**Alternative Premises**" for the purposes of this Paragraph) in accordance with the Prime Agreement for occupation by the Supplier for the purpose of carrying out the Services.

3.3 The Supplier shall not refuse to enter into the documents in respect of the Alternative Premises.

4 Supplier Default

4.1 Upon the termination of a sublease and/or a licence resulting from the act or default of the Supplier then:

- (a) the Authority shall (a) have no further liability to the Supplier in relation to such property and (b) be under no obligation to provide alternative estate for the Supplier; and
- (b) the Supplier shall be responsible at its own cost and expense for finding alternative estate to enable it to perform the Services in accordance with the terms of this Agreement and shall not be permitted to recover the cost of such alternative estate.

5 Service Disruption due to Relocation

- 5.1 The Authority may require the Supplier to relocate at any time to alternative premises. If the Supplier is unable to meet the Service Levels as a direct result of such relocation, the Authority shall waive the application of Service Credits to the extent that it deems in its reasonable discretion fair for the period of disruption caused by the relocation.
- 5.2 Notwithstanding the provisions of Paragraph 5.1 above, the Supplier shall in such circumstances use all reasonable endeavours to perform, or resume performance of, the Services to the Service Levels specified in Schedules 2.1 (Service Requirements) and 2.2 (Performance Levels) as soon as practicable.

6 Warranties by the Authority

- 6.1 Subject to Paragraph 6.2, the Authority does not provide any warranties or representations in relation to the Authority Premises and except as expressly stated in this Agreement, all warranties, representations, assurances, undertakings and conditions by the Authority in relation to the Authority Premises or other properties (including without limitation, warranties and conditions as to title, quiet enjoyment, fitness for purpose and description) whether express or implied by statute, common law or otherwise, are hereby excluded to the extent permitted by law.
- 6.2 The Authority shall comply with its responsibilities set out in Paragraph 3 of Schedule 3 (Authority Responsibilities) in relation to the Authority Premises.

7 Services to Licensed Premises

- 7.1 In relation to the Authority Premises the Authority shall provide or procure the provision of suitable soft and hard facilities management.

8 General Obligations

- 8.1 The Authority encourages innovation and in the future would like assessments to be delivered in as local and convenient a way as possible. For example, the Supplier may consider hiring available space in GP Surgeries, Health or Community Centres.
- 8.2 The Supplier shall ensure that all estate provided by it for the provision of the Services is compliant with Law and satisfies the required Building Use and

Planning Consent criteria (including building use). In addition, where Sub-contractors are appointed by the Supplier, the Supplier must ensure that they apply the same criteria and are subject to auditable due diligence checks.

8.3 Where the Supplier acquires properties for the purpose of providing the Services it shall develop, and make available to the Authority, detailed plans showing the timescales, including key milestones and review points, for the acquisition and fit-out of all premises. Additionally, the Supplier shall develop, to the satisfaction of the Authority, a process so that the Authority's estate assurance bodies can review the development and operation of the estate at agreed times over the Term. The Parties agree that this Paragraph 8.3 shall not apply to the Permanent Premises or Temporary Premises sourced, set up and operated under Paragraph 9, and that Paragraph 9.4 shall apply instead.

8.4 The estate specification requirements can be categorised into three broad areas as follows:

- (a) Claimant experience;
- (b) geography/travel; and
- (c) IT/physical security.

8.5 Claimant Experience

- (a) The Supplier shall ensure that all estate/decor is of a sufficient standard to provide a professional environment for Claimants throughout the Term.
- (b) The Supplier shall ensure that all rooms in estate provided by the Supplier in which Assessments are carried out are an absolute minimum size of 8m². Rooms must be of a sufficient size to meet the requirements detailed in this Paragraph 8.5 and Annex 4 of Schedule 2.1 (Service Requirements). The Authority expects the Supplier to propose innovative ideas for room layout to enhance the Claimant experience and put the Claimant at ease.
- (c) The Supplier shall ensure that assessment rooms in premises provided by the Supplier have sufficient privacy to ensure that the assessment is not viewed or overheard.
- (d) The Supplier shall ensure that assessment rooms are fitted with the equipment necessary to facilitate the assessment of Claimants with mobility issues, and contain a desk and chair for the Healthcare

Professional along with a pedestal for the storage of personal belongings and equipment such as peak flow meters, three chairs (for the claimant, companion and any interpreter), and access to a wash basin (though not necessarily in the room itself). The Supplier shall comply with the further requirements for equipment set out in Annex 4 of Schedule 2.1 (Service Requirements).

- (e) The Supplier shall ensure that there are appropriately sized waiting and reception areas in premises provided by it for the provision of the Services.
- (f) The Supplier shall ensure that all estate provided by it for the provision of the Services is compliant with the Equality Act 2010.
- (g) The Supplier shall ensure that new estate provided by the Supplier includes suitable ground floor area in all locations, to enable all Claimants to be dealt with in an environment suitable to their needs.

8.6 Geography / Travel

- (a) The Supplier shall ensure that Claimants do not have to travel more than a maximum of ninety (90) minutes one way journey by public transport.

8.7 When identifying new locations for assessments, the Supplier shall consider the Claimant experience and accommodate the needs of Claimants with health conditions and disabilities, such as proximity to public transport routes and access to suitable parking, e.g. Blue Badge parking.

9 **Additional Estate Contract Changes**

9.1 Following the Effective Date, the Supplier identified that property additional to that agreed at the Effective Date as the Initial Authority Premises would be required in order to deliver the Services in accordance with the Agreement, and the Parties entered into the First Estate Contract Change pursuant to which the Authority agreed to make available to the Supplier the Year 1 Initial Additional Authority Premises, and meet certain costs associated with premises sourced by the Supplier.

9.2 Following execution of the First Estate Contract Change, the Parties agreed and entered into the Second Estate Contract Change which supplemented, superseded and/or varied certain aspects of the deal agreed pursuant to the First Estate Contract Change, including certain acknowledgements and

commitments in relation to the Initial Authority Premises, the Year 1 Initial Authority Premises, the Year 1 Additional Authority Premises, the Years 2 and 3 Additional Authority Premises, the Year 1 Supplier Premises and the Years 2 and 3 Supplier Premises. The provisions within the Second Estate Contract Change also apply to the delivery and funding of estate for Service Delivery Years 4 and 5.

- 9.3 The provisions of this Paragraph 9, Paragraph 11 and Schedule 7.1 (Charges and Invoicing) reflect the Parties' agreement in relation to estate provision and funding following execution of both the First Estate Contract Change and the Second Estate Contract Change of the Initial Authority Premises, the Year 1 Initial Authority Premises, the Year 1 Additional Authority Premises, the Years 2 and 3 Additional Authority Premises, the Year 1 Supplier Premises and the Years 2 and 3 Supplier Premises.
- 9.4 The Parties agree to produce a plan with the necessary details relating to estate becoming ready for use, such details to include as appropriate, date the expected sites are required, date the lease is signed, date for fit out, and date for provision of IT. Such a document shall be used for management and tracking purposes only.

Agreed Premises Lists

- 9.5 With effect on and from the Second ECC Effective Date, the Parties agree and acknowledge the following:
- (a) that since agreement of the Original Premises Lists, by mutual agreement, some of the arrangements in practice are or have been different to that envisaged by the Original Premises Lists, for example, rooms being provided in a different location or fewer rooms being provided in practice when compared to that set out in the relevant Original Premises List;
 - (b) that in the event of any conflict, inconsistency or ambiguity between an Original Premises List and any status update (as described in Paragraph 9.6 and set out in the relevant table in Appendix 1 of this Schedule), the status update shall prevail;
 - (c) that, for any Initial Authority Premises and Year 1 Initial Additional Authority Premises in respect of which the Parties have agreed a status

update (as described in Paragraph 9.6 and set out in the relevant table in Appendix 1 of this Schedule), the Supplier hereby agrees not to make any claim or commence or pursue any action or proceedings against the Authority in relation to any Authority Cause in connection with the Authority providing assessment rooms which are different to those set out in the Original Premises Lists.

9.6 As part of the discussions to formalise the Second Estate Contract Change, the Parties have reviewed the Original Premises Lists, and as at the Second ECC Effective Date, acknowledge and agree the following:

- (a) in respect of the Authority Premises:
 - (i) that the Initial Authority Premises are set out in Part 1 of Appendix 1 to this Schedule – the seventh column of the table reflecting the position agreed as at the Effective Date, and the final columns of the table reflecting the agreed status as at the date of signature of the most recent Contract Variation;
 - (ii) that the year 1 Initial Additional Authority Premises agreed as part of the First Estates Contract Change are set out in Table 1 in Part 2 of Appendix 1 to this Schedule, with the final column of the table reflecting the agreed status against this list as at the date of signature of the most recent Contract Variation;
 - (iii) that the Year 1 Additional Authority Premises agreed in Service Delivery Year 1 outside the First Estates Contract Change are set out in Table 2 of Part 2 of Appendix 1 to this Schedule, with the final column of the table reflecting the agreed status as at the date of signature of the most recent Contract Variation; and
 - (iv) that Years 2 and 3 Additional Authority Premises are set out in Paragraph 9.7 of this Schedule;
 - (v) the Appendices referenced in Paragraph 9.6a(i) to 9.6a(iii) shall be agreed with the Supplier, and updated by the Authority on a 6 monthly basis; and
- (b) in respect of the Supplier sourced Premises:
 - (i) that the Permanent Premises sourced by the Supplier during Service Delivery Year 1 are set out in Appendix 2 Supplier Premises Service Delivery Year 1 and to this Schedule;

- (ii) that the Permanent Premises that will or may be sourced by the Supplier during Service Delivery Years 2 and 3 are set out in Paragraph 9.9 of this Schedule or are subject to separate business case approval as detailed in Paragraph 11 of this Schedule.

Years 2 and 3 Additional Authority Premises

- 9.7 With effect on and from the Second ECC Effective Date, the Authority will secure and make available 2 temporary assessment rooms to be available for use by the Supplier to the end of Service Delivery Year 2 only at Christine House, Sorbonne Close, Thornaby, Stockton on Tees, TS17 6DA. All appropriate IT systems will be provided by the Authority by end July 2016. The Supplier has submitted a business case to the Authority setting out its wish to continue to occupy the 2 temporary assessment rooms beyond the end of Service Delivery Year 2 which business case has been approved by the Authority. However, the Authority reserves its rights to remove the two temporary second floor rooms (giving reasonable notice), should the rooms be required for an alternative purpose.

Supplier Premises

- 9.8 Except for Authority Premises which the Authority has agreed to make available to the Supplier on the terms of this Agreement, the Supplier is responsible for identifying and sourcing all premises (whether Permanent Premises or Temporary Premises) required in order to deliver the Services in accordance with this Agreement (for the avoidance of doubt, this does not include training rooms/seats).
- 9.9 With effect on and from the Second ECC Effective Date and without prejudice to the Year 1 Supplier Premises, the Supplier confirms it has secured a licence dated 26th June 2016 as the Years 2 and 3 Supplier Premises for claimants in the Farnborough/Bracknell Bracknell/Guildford area (3 Permanent Rooms) for use and occupation by the Supplier.
- 9.10 Except for activity identified as an Authority Responsibility, the Supplier is responsible for all tasks and activities required to secure, set up, operate and

manage the Permanent Premises and Temporary Premises to ensure that the Services can be delivered in accordance with the Agreement, including such internet connectivity as may be specifically identified in Part C of Schedule 18 (Information Technology Services).

- 9.11 The Supplier shall not be required to provide business cases to the Authority in respect of the Permanent Premises and Temporary Premises in respect of which Premises Agreements were signed on or before 29 February 2016 (including those set out in Part 1 (Supplier Premises – Service Delivery Year 1) of Appendix 2 (Supplier Premises)), or for the Years 2 and 3 Supplier Premises set out in Paragraph 9.9. For the latter, the Supplier has provided to the Authority its value for money report which the Authority has accepted. In all other cases, the Supplier shall seek and obtain business case approval in accordance with Paragraph 11 below.
- 9.12 In respect of all premises sourced by the Supplier for the purposes of carrying out Assessments, the Supplier shall:
- (a) ensure that the Supplier and its Sub-contractors have all necessary rights to occupy, use and access the premises to deliver or benefit from the Services in accordance with this Agreement;
 - (b) ensure that all leases, licences to occupy, and supporting and maintenance agreements:
 - (i) are in the Supplier's name, or where the Supplier has notified the Authority in writing in advance, in the name of one of the Supplier's Affiliates;
 - (ii) represent reasonable value having regard to the Authority's duty to demonstrate value for money and taking into account all relevant factors and circumstances, including the proposed location, rent and/or other charges, insurance costs, the costs of set up, alterations and reinstatement, and the Parties' overriding objective of securing premises as quickly as efficiently as possible;
 - (iii) other than where the Supplier has notified the Authority in writing in advance, align with the Term;
 - (iv) are drafted and negotiated in accordance with Good Industry Practice;

- (v) are subject to the Supplier's usual approval process, and approved by the Supplier's Finance Director;
- (vi) other than where the Supplier has notified the Authority in writing in advance and subject to Paragraph 9.12(c), ensure that leases and licences to occupy include express landlord's, lessor's or licensor's consent for the assignment of the lease or licence to the Authority and Replacement Contractor at any time without further approval by the landlord, lessor or licensor;
- (c) in no way hold itself out as acting as agent for or having any other authority to legally or commercially commit the Authority, or in any way confer any commitment, guarantee, liability or obligation on the Authority; and
- (d) otherwise ensure compliance with the requirements of this Agreement, including those set out or referred to in Paragraphs 8.1, 8.2 and 8.4 to 8.7 (inclusive) of this Schedule.

("Supplier Premises Requirements")

9.13 With effect on and from the Second ECC Effective Date, the Supplier shall using reasonable skill and care:

- (a) Proactively, manage and monitor utilisation of the Permanent Premises to ensure that they are being utilised as efficiently as is reasonably possible such that the Years 2 to 9 Supplier Premises Actual Costs are minimised where reasonably practicable;
- (b) notify and make recommendations to the Authority in writing for maximising utilisation of the Permanent Premises and minimising the Years 2 to 9 Supplier Premises Actual Costs where reasonably practicable, including for example, by notifying the Authority when Permanent Premises Property Agreements are nearing their expiry or any earlier break option (such notification to be given sufficiently in advance of any minimum notice periods required under the Permanent Premises Property Agreements in order to give the Authority reasonable opportunity to consider and respond to the Supplier) (the implementation of any such recommendations to be agreed by way of the Change Control Procedure);
- (c) take into account the Authority's representations in connection with the management and utilisation of Permanent Premises in maximising

efficiencies and/or minimising Years 2 to 9 Supplier Premises Actual Costs where reasonably practicable; and

- (d) proactively review the Tables in Appendix 2 (Supplier Premises) to identify any changes that may be required, and initiate and comply with Change Requests to ensure that Appendix 2 (Supplier Premises) is correct and up to date at all times.

9.14 Unless any Permanent Premises Property Agreements are transferred to the Authority or a Replacement Supplier pursuant to Schedule 8.5 (Exit Management), the Supplier shall be responsible for all decommissioning tasks and activities, including repairs (dilapidations) and reinstatement save for any decommissioning task and activities (including repairs and dilapidations) in respect of any works performed at the relevant Premises by or on behalf of the Authority in respect of the Authority Responsibilities, for which the Authority shall be responsible.

9.15 The Supplier shall create and maintain a list of Permanent Premises, and provide a copy of the list and/or such details in relation to the Permanent Premises as the Authority may reasonably require upon request.

9.16 The Authority shall (and shall ensure that the Authority personnel shall) observe and comply with such rules and regulations as may be in force at any time for the use of the Permanent Premises and Temporary Premises as determined by the Supplier, and the Authority shall pay for the cost of making good any damage caused by the Authority or Authority personnel other than fair wear and tear. For the avoidance of doubt, damage includes damage to the fabric of the buildings, plant, fixed equipment or fittings therein.

10 Casual Hire

10.1 For the avoidance of doubt, the First Estate Contract Change and Second Estate Contract Change did not vary and the Authority shall continue to provide the 'casual hire' arrangements in place with Carter Jonas as at the First Estate Contract Change Effective Date until 31st March 2021.

10.2 From 1st April 2021, the Supplier shall be entitled to use the Casual Hire Sites and shall provide the Casual Hire Site Services as set out below. The details of

Group 1, Group 2, and Group 3 Casual Hire sites are at Appendix 3 to this Schedule:

10.2.1 The Supplier shall be entitled to search, book and manage arrangements relating to the provision of the Casual Hire Sites (whatever frequency or duration of the requirement).

10.2.2 Group 1 Casual Hire Sites

10.2.2.1 From 1st April 2021, the Supplier to be solely responsible (working with building landlords and/or their representatives) for the operation and management of the hire of these premises including activities to ensure that Supplier staff are working in accommodation that is safe and compliant in line with Health and Safety requirements (including Government guidance in relation to COVID-19 should the premises be utilised whilst restrictions are in place).

10.2.2.2 The Supplier shall pay the applicable Group 1 Casual Hire Site charges and costs directly to the relevant landlord/licensor, which charges and costs shall be reimbursed by the Authority within monthly invoicing.

10.2.2.3 In the event the current rooms within the Group 1 Casual Hire Sites become unavailable, the Supplier will be responsible for securing alternative Casual Hire Sites.

10.2.2.4 If the Supplier no longer wishes to use any of the rooms at a Group 1 Casual Hire Site, the Supplier will be responsible for advising the relevant landlord/licensor.

10.2.3 Group 2 Casual Hire Sites

10.2.3.1 The Authority shall, until such time as otherwise advised by the Supplier, maintain licences between the Authority and the relevant landlord/licensor in respect of the Group 2 Casual Hire Sites.

10.2.3.2 From April 2021, for as long as rooms are required on the Group 2 Casual Hire Sites, the Supplier will be responsible (working with building landlords and/or their representatives) for the operation and management of the hire of

these premises including activities to ensure that Supplier staff are working in accommodation that is safe and compliant in line with Health and Safety requirements (including Government guidance in relation to COVID-19 should the premises be utilised whilst restrictions are in place)

10.2.3.3 The Supplier shall pay the applicable Group 2 Casual Hire Site charges and costs directly to the relevant landlord/licensor, which charges and costs shall be reimbursed by the Authority within monthly invoicing.

10.2.3.4 The Authority will give at least 2 months' prior written notice to the Supplier in the event the Group 2 Casual Hire Sites should become permanently unavailable. Should the current rooms within the Group 2 Casual Hire Sites become permanently unavailable, the Supplier will be responsible for securing alternative casual hire sites.

10.2.3.5 If the Supplier no longer wishes to use any of the rooms at a Group 2 Casual Hire Site, the Supplier shall give the Authority at least 2 months' prior written notice.

10.2.4 Group 3 Casual Hire Sites

10.2.4.1 Subject to the rooms in the Group 3 Casual Hire Sites remaining available for use by the Supplier then, should the Supplier require a room, the Supplier shall be able to book such rooms by contacting the relevant Authority office directly, or by way of a regular usage pattern agreed between the Authority and the Supplier.

10.2.4.2 The Authority will provide at least 2 months' prior written notice to the Supplier should any Group 3 rooms become permanently unavailable to the Supplier. The Supplier will be responsible for securing alternative Casual Hire Sites.

10.2.4.3 If the Supplier no longer wishes to use any of the rooms at a Group 3 Casual Hire Site, the Supplier shall give the Authority at least 1 months' prior written notice.

10.2.5 New Casual Hire Site Requirements

10.2.5.1 For any new casual hire requirements (i.e. new venues in existing locations or the creation of new casual hire arrangements in areas where they do not exist

now) the Supplier shall provide a business case to support the need, with indicative costs. The Authority will consider that business case and respond to the Supplier within 10 Working Days. If the business case is approved by the Authority (such approval not to be unreasonably withheld or delayed) the Supplier will source and put the provision in place in accordance with the approved business case.

10.2.5.2 Any new Casual Hire Sites, for which approval has been given by the Authority pursuant to Paragraph 10.2.5.1, shall be in accordance with the Supplier Premises Requirements set out at Paragraphs 9.12 a), c) and d) of this Schedule 15.1 unless it is reasonable given the nature of Casual Hire Sites for any of those Supplier Premises Requirements not to apply (in which case this should be reflected in the business case).

10.2.5.3 In the event the Supplier seeks and the Authority provides business case approval for new or different Casual Hire Sites pursuant to Paragraph 10.2.5.1, the Parties shall document details of such Casual Hire Sites changes in Appendix 3 in accordance with the relevant provisions of Appendix 3.

10.3 The Authority agrees to indemnify and hold harmless the Supplier from any claims, demands, costs, expenses, liabilities, judgements, fines and penalties including the expenses, disbursements, costs and other amounts as may be incurred by the Supplier arising from non-compliance with any Health and Safety regulations and any other laws and any other liabilities resulting from the use of the Casual Hire Sites prior to 1st April 2021 (including any such cases that are raised in the future that relate to their use up to 31st March 2021).

10.4 If, other than as a result of an act or default of the Supplier, any right of the Supplier to use any Casual Hire Sites is to be or has terminated, the Supplier shall (without prejudice to its obligations contained in this Agreement relating to the provision of the Services) immediately consider whether and how it will be able to provide the relevant Services by other means including from any other available property. The Supplier shall use reasonable endeavours to do so including where appropriate, proper and reasonable, by securing alternative casual hire arrangements. The Supplier shall inform the Authority as soon as reasonably practicable whether and how it is able to provide the relevant Services by other means or from such other property together with details of any additional costs. The Authority shall consider any such proposal from the

Supplier and shall, within 10 Working Days, respond to the Supplier proposal and shall not unreasonably withhold approval.

- 10.5 If the Supplier is unable to meet the Service Levels as a direct result of being unable to use a Casual Hire Site, the Authority shall waive the application of Service Credits to the extent that it deems in its reasonable discretion fair for the period of such inability to use a Casual Hire.

11 Business Case Approval for Additional Years 2 and 3 Supplier Premises and additional premises for Service Delivery Years 4 and 5 and Service Delivery Year 6 and Service Delivery Year 9

- 11.1 The Supplier has proposed via a written business case which the Authority has approved, rooms for Service Delivery Years 2 and 3, additional to those agreed as the Year 1 Supplier Premises and the Years 2 and 3 Supplier Premises set out in Appendix 2 (Supplier Premises); and those set out in Schedule 15.1 Paragraph 9.9 (for Service Delivery Years 2 and 3). The detail is as follows:
- (a) The additional rooms are required for the purposes of carrying out Assessments which the Supplier reasonably believes are necessary to deliver the contracted volumes, as set out in Schedules 2.1 (Service Requirements) and 2.2 (Performance Levels);
 - (b) The rooms:
 - (i) unless otherwise agreed by the Parties in writing, are within Edinburgh – [REDACTED] rooms, Plymouth/Exeter – [REDACTED] rooms and East Midlands – [REDACTED] rooms; and
 - (ii) meet the Supplier Premises Requirements; and
 - (c) The proposal submitted pursuant to Paragraph 11.1 meets the requirement that the total number of additional Assessment rooms proposed does not exceed [REDACTED] Assessment rooms in aggregate (excluding for these purposes, for the avoidance of doubt, the Year 1 Supplier Premises and Years 2 and 3 Supplier Premises set out in Paragraph 9.9).
- 11.2 Where it is necessary during the Term, for the Supplier to replace or renew existing leases or licences to occupy any of the Year 1 Supplier Premises

detailed at Appendix 2 Table 1 of this Schedule or Years 2 and 3 Supplier Premises agreed by the Authority, the Supplier shall also submit to the Authority a written business case. The Authority shall consider any such business case within 5 days of receipt of the business case and shall not unreasonably withhold approval.

- 11.3 In the event the Supplier seeks and the Authority provides business case approval for additional Permanent Premises pursuant to Paragraph 11.1, the Parties shall document details of such Permanent Premises in a new table to Appendix 2 of this Schedule Supplier Premises – Service Delivery Years 2 and 3 in accordance with the Change Control Procedure. A first version of this table to capture the rooms detailed in Paragraph 9.9 and Paragraph 11.1(b) will be agreed by 31st March 2017.
- 11.4 In the event the Supplier seeks to secure additional premises for Service Delivery Years 4 and 5 and Service Delivery Year 6 and Service Delivery Year 7, it shall submit its request to the Authority in writing with a supporting business case. The Authority shall respond to the Supplier's request within 10 Working Days. The Authority shall not unreasonably withhold its approval, where the business case demonstrates operational need by the Supplier.
- 11.5 In the event the Supplier seeks and the Authority provides business case approval for additional Permanent Premises pursuant to Paragraph 11.4, the Parties shall document details of such Permanent Premises in a new table to Appendix 2 of this Schedule "Supplier Premises – Service Delivery Years 4 and 5 and Service Delivery Year 6 and Service Delivery Year 7 – 9 in accordance with the Change Control Procedure.
- 12 Following agreement to both the First Estates Contract Change and the Second Estate Contract Change, the Parties have agreed further changes to the Authority Premises and Supplier Premises. The details of such Authority Premises and Supplier Premises as detailed in the tables to this Schedule 15.1 have been updated, including by way of CV483.

APPENDIX 1 – AUTHORITY PREMISES

PART 1- Initial Authority Premises

APPENDIX 1 – AUTHORITY PREMISES, PART 1 – Initial Authority Premises

Type	Town	Building Name	Address	Postcode	BSC attached to	Exam rooms at 29/10/14	Status Update at 31/07/20
AC	Aberdeen		484 Union Street, Aberdeen	AB10 1TS	Edinburgh	[REDACTED]	[REDACTED]
AC	Aberystwyth	(PREVIOUS ADDRESS) Old Welsh School	Aberystwyth, Dyfed	SY23 1LG	Cardiff	[REDACTED]	[REDACTED]
			Alexandra Road, Aberystwyth,	SY23 1LA	Cardiff	[REDACTED]	[REDACTED]
AC	Aylesbury	(PREVIOUS ADDRESS)	3 Bells Business Park, Smeaton Close, Aylesbury	HP19 8JR	Croydon	[REDACTED]	[REDACTED]
		Sunley House	Oxford Road, Aylesbury	HP19 8EZ	Croydon	[REDACTED]	[REDACTED]
AC	Ayr	(PREVIOUS ADDRESS) Russell House	King Street, Ayr	KA8 0AB	Edinburgh	[REDACTED]	[REDACTED]
		Wallacetoun House	John Street, Ayr	KA8 0BX	Edinburgh	[REDACTED]	[REDACTED]
AC	Bangor	Ty Glyder	High Street, Bangor, Gwynedd	LL57 1YP	Cardiff	[REDACTED]	[REDACTED]
AC	Barnsley	(PREVIOUS ADDRESS) Joseph Locke House	Heelis Street, Barnsley	S70 1LW	Leeds	[REDACTED]	[REDACTED]
		John Rideal House	29 Shamble Street, Barnsley	S70 2SA	Leeds	[REDACTED]	[REDACTED]
AC	Barnstaple	Princess House	Queen Street, Barnstaple	EX32 8LR	Bristol	[REDACTED]	[REDACTED]
AC	Barrow	(PREVIOUS ADDRESS) Phoenix House	Stephen Street, Barrow in Furness	LA14 1BY	Bootle	[REDACTED]	[REDACTED]
		Craven House	Michaelson Road, Barrow in Furness	LA14 1AE	Bootle	[REDACTED]	[REDACTED]
AC	Birkenhead	Brunswick House	Price St, Birkenhead	CH41 6JN	Bootle	[REDACTED]	[REDACTED]

OFFICIAL SENSITIVE – COMMERCIAL

BSC, AC + Trng Suite	Birmingham	Five Ways House	Islington Row, Edgbaston, Birmingham	B15 1SL	Birmingham	[REDACTED]	[REDACTED]
AC	Bishop Auckland	Vinovium House	Saddler St, Bishop Auckland, Co. Durham	DL14 7AG	Newcastle	[REDACTED]	[REDACTED]
AC	Blackpool	Warbreck House	Warbreck Hill Road, Blackpool	FY2 0UZ	Bootle	[REDACTED]	[REDACTED]
AC	Bolton	Elizabeth House	56 Howell Croft South, Bolton	BL1 1SJ	Manchester	[REDACTED]	[REDACTED]
BSC + AC	Bootle	St. Martins House	Stanley Precinct, Bootle	L69 9BN	Bootle	[REDACTED]	[REDACTED]
AC	Boston	(PREVIOUS ADDRESS) Crown Building	Lincoln Lane, Boston	PE21 8SJ	Nottingham	[REDACTED]	[REDACTED]
		Municipal Buildings	Boston Borough Council, West Street, Boston	PE21 8QR	Nottingham	[REDACTED]	[REDACTED]
AC	Bournemouth	Tamarisk House	1 Cotlands Road, Bournemouth, Dorset	BH1 3GB	Bristol	[REDACTED]	[REDACTED]
AC	Bradford	(PREVIOUS ADDRESS) Wool Exchange Building	22 Bank Street, Bradford Bank Street Closed and replaced with Westbourne Green	BD1 1PR	Leeds	[REDACTED]	[REDACTED]
		Westbourne Green Community Hospital	Heaton Road, Bradford	BD8 8RA	Leeds	[REDACTED]	[REDACTED]
AC	Bridgend	Crown Buildings	Angel Street, Bridgend, Mid Glamorgan	CF31 4AA	Cardiff	[REDACTED]	[REDACTED]
AC	Brighton	(SITE CLOSED 19.11.15 – Replaced by Lewes) Lees House	Lower Ground Floor, 21 Dyke Road, Brighton, East Sussex	BN1 3FE	Croydon	[REDACTED]	[REDACTED]
BSC, AC + Trng Suite	Bristol	Government Buildings	Flowers Hill, Brislington, Bristol	BS4 5LA	Bristol	[REDACTED]	[REDACTED]
AC	Burnley	Brun House	Kingsway, Burnley	BB11 1AG	Manchester	[REDACTED]	[REDACTED]
AC	Cambridge	Henry Giles House	73-79 Chesterton Road, Cambridge	CB4 3BQ	Nottingham	[REDACTED]	[REDACTED]
AC	Canterbury	Nutwood House	Chaucer Road, Canterbury	CT1 1ZZ	London	[REDACTED]	[REDACTED]
BSC, AC + Trng Suite x2	Cardiff	Government Buildings	Block 2 Govt Blds, St Agnes Road, Gabalfa, Cardiff	CF14 4YJ	Cardiff	[REDACTED]	[REDACTED]

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AC	Carlisle	Carlisle's Court	Unit 2 (Suite B), Carlyle's Court, St Mary's Gate, Carlisle	CA3 8RN	Bootle	[REDACTED]	[REDACTED]
AC	Carmarthen	Darkgate Centre	3 Red Street, Carmarthen	SA31 1QL	Cardiff	[REDACTED]	[REDACTED]
AC	Castleford	Bridge House	Weldon Road, Castleford,	WF10 2JG	Leeds	[REDACTED]	[REDACTED]
AC	Chatham		1a Bachelor Street, Chatham	ME4 4BJ	London	[REDACTED]	[REDACTED]
AC	Chelmsford	Gemini Centre	88, New London Road, Chelmsford	CM2 0YN	London	[REDACTED]	[REDACTED]
AC	Chester	Grosvenor Court	Ground Floor, 137-151 Foregate St., Chester	CH1 1HG	Bootle	[REDACTED]	[REDACTED]
AC	Chesterfield	Beetwell House	Beetwell Street, Chesterfield	S40 1TF	Nottingham	[REDACTED]	[REDACTED]
AC	Colchester	Crown Office Buildings	Wellington Street, Colchester	CO2 7AZ	London	[REDACTED]	[REDACTED]
		(PREVIOUS ADDRESS) 4a Coed Pella Road,	Colwyn Bay, North Wales,	LL29 8LR.		[REDACTED]	[REDACTED]
AC	Colwyn Bay	Princess Park 2	Princess Drive, Colwyn Bay	LL29 8PL	Cardiff	[REDACTED]	[REDACTED]
AC	Coventry	Cofa Court	Cheylesmore Road, Coventry	CV1 2HJ	Birmingham	[REDACTED]	[REDACTED]
AC	Crewe	Wellington House	38-44 Delamere Street, Crewe	CW1 2JY	Bootle	[REDACTED]	[REDACTED]
BSC, AC + Trng Suite	Croydon	Stephenson House	2 Cherry Orchard Road, Croydon	CR0 6BA	London	[REDACTED]	[REDACTED]
AC	Derby		Unit 7, Southgate Retail Park, Normanton Road, Derby	DE23 6UQ	Nottingham	[REDACTED]	[REDACTED]
AC	Doncaster	Crossgate House	Block B, Wood Street, Doncaster	DN1 3LL	Leeds	[REDACTED]	[REDACTED]
AC	Dumfries		67 - 75 Irish St, Dumfries	DG1 2PQ	Edinburgh	[REDACTED]	[REDACTED]
AC	Dundee	Caledonian House	Green Market, Dundee	DD1 4QP	Edinburgh	[REDACTED]	[REDACTED]
AC	Durham	Elvet House	Hallgarth Street, Durham	DH1 5TQ	Newcastle	[REDACTED]	[REDACTED]
		(PREVIOUS ADDRESS) Silvan House	231 Corstorphine Road, Edinburgh,	EH12 7AR	Edinburgh	[REDACTED]	[REDACTED]
BSC, AC	Edinburgh	Argyle House	3, Lady Lawson Street, Edinburgh	EH3 9SH	Edinburgh	[REDACTED]	[REDACTED]
AC	Exeter	Killerton House	Killerton House, Ground Floor Unit 4, Park Five, Exeter	EX2 7HU	Bristol	[REDACTED]	[REDACTED]
AC	Fareham		Civic Way, Fareham	PO16 7HR	Croydon	[REDACTED]	[REDACTED]

OFFICIAL SENSITIVE – COMMERCIAL

		Crown Buildings					
ASC AC		(PREVIOUS ADDRESS). Corunna House	29 Cadogan Street, Glasgow	G2 7RD	Edinburgh	[REDACTED]	[REDACTED]
BSC, AC	Glasgow		Atlantic Quay Broomielaw, Glasgow	G2 8SP	Glasgow	[REDACTED]	[REDACTED]
AC	Gloucester	Cedar House	Spa Road, Gloucester	GL1 1XL	Bristol	[REDACTED]	[REDACTED]
AC	Grimsby	Cleethorpes Rd	76B Cleethorpes Road, Grimsby	DN31 3EH	Leeds	[REDACTED]	[REDACTED]
AC	Guildford	Leys House	86-88 Woodbridge Road, Guildford	GU1 4HD	Croydon	[REDACTED]	[REDACTED]
AC	Halifax	Crossfield House	St James's Road, Halifax	HX1 1PE	Leeds	[REDACTED]	[REDACTED]
AC	Hartlepool	Park Tower	Unit B, Stockton Street/ Park Road, Hartlepool	TS24 7NU	Newcastle	[REDACTED]	[REDACTED]
		(PREVIOUS ADDRESS) Queens Road	7/8 Queens Road, Hastings	TN34 1QP	Croydon	[REDACTED]	[REDACTED]
AC	Hastings	Heron House	149/159 London Road, St Leonards-on-Sea, Hastings	TN37 6LJ	Croydon	[REDACTED]	[REDACTED]
		(PREVIOUS ADDRESS)	Winch Lane Surgery, Haverfordwest	SA16 1RN	Cardiff	[REDACTED]	[REDACTED]
AC	Haverfordwest		16-20 Quay Street, Haverfordwest	SA61 1BH	Cardiff	[REDACTED]	[REDACTED]
AC	Hereford		65 St Owen Street, Hereford	HR1 2JQ	Birmingham	[REDACTED]	[REDACTED]
AC	Huddersfield	(SITE CLOSED 10.9.18 – Moved to by Halifax) Crown House	Ground Floor, Southgate, Huddersfield	HD1 1SW	Leeds	[REDACTED]	[REDACTED]
AC	Hull		Stanley St, Springbank, Hull	HU3 1JS	Leeds	[REDACTED]	[REDACTED]
		(PREVIOUS ADDRESS)	2 Baron Taylor Street, Inverness	IV1 1QL	Edinburgh	[REDACTED]	[REDACTED]
AC	Inverness	River House	Young Street, Inverness	IV3 5BP	Edinburgh	[REDACTED]	[REDACTED]
AC	Ipswich	St Felix House	Silent Street, Ipswich	IP1 1TF	Nottingham	[REDACTED]	[REDACTED]
AC	Keighley	Worth House	2nd Floor, Worth Way, Low Street, Keighley	BD21 5AG	Leeds	[REDACTED]	[REDACTED]
AC	Kings Lynn	Vancouver House	Grd Floor, County Court Rd, Kings Lynn	PE30 5EW	Nottingham	[REDACTED]	[REDACTED]
AC	Kirkcaldy	Government Buildings	26 Victoria Road, Kirkcaldy	KY1 1EA	Edinburgh	[REDACTED]	[REDACTED]

OFFICIAL SENSITIVE – COMMERCIAL

AC	Lancaster	Mitre House	Church Street, Lancaster	LA1 1EP	Bootle	[REDACTED]	[REDACTED]
BSC + AC	Leeds	Quarry House	Ground Floor, Quarry House, Quarry Hill, Leeds	LS2 7UA	Leeds	[REDACTED]	[REDACTED]
AC	Leicester	The Rutland Centre	1st Floor, 56 Halford Street, Leicester	LE1 1TQ	Nottingham	[REDACTED]	[REDACTED]
AC	Lewes	Medyn House	Mountfield Road, Lewes	BN7 2XR	Croydon	[REDACTED]	[REDACTED]
AC	Lincoln	(PREVIOUS ADDRESS) Viking House	Upper Ground floor, 98 Newland, Lincoln	LN1 1XT	Nottingham	[REDACTED]	[REDACTED]
		City Hall	Beaumont Fee, Lincoln	LN1 1DB	Nottingham	[REDACTED]	[REDACTED]
AC	Liverpool	Port of Liverpool Building	Pier Head, Liverpool	L3 1LT	Bootle	[REDACTED]	[REDACTED]
AC	London (Balham)	(SITE CLOSED Mar 2020 – Transferred to Wandsworth – Central Square) Irene House	218 Balham High Road, Balham, London	SW12 9BX	London	[REDACTED]	[REDACTED]
AC	London (Wandsworth)		1 Central Square, Hardwicks Square, London	SW18 4AW	London	[REDACTED]	[REDACTED]
BSC	London (Colindale)		4th Floor, 333 Edgware Road, Colindale, London	NW9 6TD	London	[REDACTED]	[REDACTED]
AC	London (Ealing)	Broadway House	3rd Floor, 86-92 Uxbridge Road, Ealing, London	W13 8RA	London	[REDACTED]	[REDACTED]
AC	London (Highgate)	SITE CLOSED Mar 2020 – Transferred to London Wood Green) Upper Holloway (Highgate)	1st Floor, 1 Elthorne Road, Upper Holloway, London	N19 4AL	Wembley	[REDACTED]	[REDACTED]
AC	London (Harlesden)	Harlesden House	161 High Street, London	NW10 4TL	London	[REDACTED]	[REDACTED]
AC Trng Suite +	London (Marylebone)	Tresco House	Lisson Grove, London	NW1 6UH	London	[REDACTED]	[REDACTED]
AC	London	(SITE CLOSED)	(2nd Floor, Neasden Lane,	NW10 2TU	Wembley	[REDACTED]	[REDACTED]

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	(Neasden)	Chancel House	Neasden, London				
AC	London (Wood Green)	Granta House	1 Western Road, Wood Green, London	N22 6UH	London	[REDACTED]	[REDACTED]
AC	Luton	Cresta House	6th Floor,,28-34 Alma Road, Luton	LU1 2PU	London	[REDACTED]	[REDACTED]
BSC + AC	Manchester	Albert Bridge House	Bridge Street, Manchester	M60 9DA	Manchester	[REDACTED]	[REDACTED]
AC	Mansfield	(PREVIOUS ADDRESS) Hill House	Commercial Gate, Mansfield	NG18 1LN	Nottingham	[REDACTED]	[REDACTED]
			Mansfield District Council, Civic Centre, Chesterfield Road South, Mansfield	NG19 7BH	Nottingham	[REDACTED]	[REDACTED]
AC	Milton Keynes	(PREVIOUS ADDRESS) Gloucester House	399 Silbury Boulevard, Milton Keynes	MK9 2AH	Croydon	[REDACTED]	[REDACTED]
		New Southgate House	449 – 499 Midsummer Boulevard, Milton Keynes	MK9 3BN	Croydon	[REDACTED]	[REDACTED]
BSC + AC	Newcastle	Arden House	Regent Farm Road, Gosforth, Newcastle Upon Tyne	NE3 3LZ	Newcastle	[REDACTED]	[REDACTED]
AC	Newport	Sovereign House	4/5 Kingsway, Newport, Gwent	NP20 1EX	Cardiff	[REDACTED]	[REDACTED]
AC	Newport IOW	Broadlands House	Staplers Road, Newport, Isle Of Wight	PO30 2HX	Croydon	[REDACTED]	[REDACTED]
AC	Northampton	Gladstone Business Centre	Heathfield Way, Off Gladstone Road, Dallington, Northants.	NN5 7QA	Nottingham	[REDACTED]	[REDACTED]
AC	Norwich	(PREVIOUS ADDRESS) St Marys House	2nd Floor, Duke St, Norwich	NR3 1QA	Nottingham	[REDACTED]	[REDACTED]
		Baltic House	Mountergate, Norwich	NR1 1QB	Nottingham	[REDACTED]	[REDACTED]
BSC, AC	Nottingham	(SITE CLOSED) Price House	Ground Floor, 37 Stoney Street, Nottingham	NG1 1LS	Nottingham	[REDACTED]	[REDACTED]
		Summit House	Unit D2, Orchard Place, Nottingham Business Park, Nottingham	NG8 6PX	Nottingham	[REDACTED]	[REDACTED]
AC	Oxford	Saxon Beck Building	59 St. Aldates, Oxford	OX1 1ST	Croydon	[REDACTED]	[REDACTED]
AC	Peterborough		126/128 Park Road, Peterborough	PE1 1QZ	Nottingham	[REDACTED]	[REDACTED]
AC	Plymouth	Argosy House	Longbridge Rd, Plympton, Plymouth	PL7 3HN	Bristol	[REDACTED]	[REDACTED]

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AC	Pontefract	Challand House	Liquorice Way, Pontefract, West Yorkshire	WF8 1DR	Leeds	[REDACTED]	[REDACTED]
AC	Pontllanfraith	The Clinic	Ennisclare, Llanarth Road, Pontllanfraith	NP2 2LG	Cardiff	[REDACTED]	[REDACTED]
AC	Pontypridd	Gelliwasted	6 Gelliwasted Road, Pontypridd, Mid Glamorgan	CF37 2BP	Cardiff	[REDACTED]	[REDACTED]
AC	Portsmouth	(SITE CLOSED – moved to Fareham) Wingfield House	1st Floor, Commercial Road, Portsmouth	PO1 4TA	Croydon	[REDACTED]	[REDACTED]
AC	Preston	Marshall House	Ringway, Preston	PR1 2HS	Manchester	[REDACTED]	[REDACTED]
AC	Reading	Eaton Court	Eaton Place, 104-112 Oxford Road, Reading	RG1 2LL	Croydon	[REDACTED]	[REDACTED]
AC	Redruth	Piran House	Nettells Hill, Cornwall	TR15 1JN	Bristol	[REDACTED]	[REDACTED]
AC	Romford	Blackburn House	22-26 Eastern Road, Romford	RM1 3PJ	London	[REDACTED]	[REDACTED]
AC	Salisbury	Summerlock House	Summerlock Approach, Salisbury	SP2 7RW	Bristol	[REDACTED]	[REDACTED]
		(PREVIOUS ADDRESS) Arundel House	Arundel Place, Scarborough	YO11 1TX	Leeds	[REDACTED]	[REDACTED]
AC	Scarborough		Unit 28-30/32 Northgate, Scarborough	YO11 1JL	Leeds	[REDACTED]	[REDACTED]
AC	Sheffield		1 Hartshead Square, Sheffield	S1 2FD	Leeds	[REDACTED]	[REDACTED]
AC	Shrewsbury	Whitehall	Gov't Offices, Monkmoor Road, Shrewsbury	SY2 5AL	Birmingham	[REDACTED]	[REDACTED]
		(PREVIOUS ADDRESS) Richmond House,	Block A, Terminus Terrace, Southampton,	SO14 3PS		[REDACTED]	[REDACTED]
AC	Southampton	Royal South Hants Hospital	Mary Seacole Wing, Outpatients Centre, Level B, Brinton's Terrace, Southampton	SO14 0YG	Croydon	[REDACTED]	[REDACTED]
AC	Southend	Crown Buildings	11 Prittlewell Chase, Southend,	SSO ORE	London	[REDACTED]	[REDACTED]
AC	St Helens	Manor House	Cowley Street, St Helens	WA10 2SZ	Bootle	[REDACTED]	[REDACTED]
AC	Stirling	Government Buildings	2 St Ninians Road, Stirling	FK8 2HF	Edinburgh	[REDACTED]	[REDACTED]
AC	Stockport		18 Deanery Way, Stockport	SK1 1NA	Manchester	[REDACTED]	[REDACTED]

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AC + Trng Suite x 2	Stoke on Trent	Ridgeway House	Ridgeway House Drive, Festival Park, Stoke on Trent	ST1 5SJ	Birmingham	[REDACTED]	[REDACTED]
AC	Sunderland	The Bridges	2nd Floor, 60 The Bridges, Sunderland	SR1 3LP	Newcastle	[REDACTED]	[REDACTED]
AC	Swansea	Grove House	4th Floor, Grove Place, Swansea, West Glamorgan	SA1 5DF	Cardiff	[REDACTED]	[REDACTED]
AC	Swindon	Spring Gardens House	Princes Street, Swindon, Wiltshire	SN1 2HY	Bristol	[REDACTED]	[REDACTED]
AC	Taunton	(PREVIOUS ADDRESS) Woodfield House,	Tangier, Taunton	TA1 4BL		[REDACTED]	[REDACTED]
		Brendon House Previous address -	35-36 High St, Taunton	TA1 3NY	Bristol	[REDACTED]	[REDACTED]
AC	Thornaby	Christine House	Sorbonne Close, Thornaby, Stockton-on-Tees	TS17 6DA	Newcastle	[REDACTED]	[REDACTED]
AC	Tredegar	Masonic Buildings	Morgan Street, Tredegar, Gwent	NP22 3NA	Cardiff	[REDACTED]	[REDACTED]
AC	Truro	(SITE CLOSED – Replaced by Redruth-14.12.15) Pydar House	Level 4, Pydar Street, Truro, Cornwall	TR1 2PU	Bristol	[REDACTED]	[REDACTED]
AC	Warrington	Tannery Court	Ground Floor, The Terraces, Tanners Lane, Warrington	WA2 7NR	Bootle	[REDACTED]	[REDACTED]
ASC + Trng Suite	Wembley	(SITE CLOSED) Cannon Building	1 Olympic Way, Wembley, London	HA9 0DL	Wembley	[REDACTED]	[REDACTED]
AC	Weston-Super-Mare	Regent House	High Street, Weston-Super-Mare, Somerset	BS23 1JH	Bristol	[REDACTED]	[REDACTED]
AC	Weymouth	Westwey House	Westwey Road, Weymouth, Dorset	DT4 8TG	Bristol	[REDACTED]	[REDACTED]
AC + Trng Suite	Wigan	Brocol House	71 ,King Street, Wigan	WN1 1EN	Manchester	[REDACTED]	[REDACTED]
AC	Wimbledon	The Broadway	The Quadrant, 213-217 The Broadway, Wimbledon	SW19 1NL	London	[REDACTED]	[REDACTED]
AC + Trng Suite	Wolverhampton	Pearl Assurance House	15-17 Waterloo Road, Wolverhampton	WV1 4DJ	Birmingham	[REDACTED]	[REDACTED]
AC	Worcester	Vine House	Ground Floor, Farrier Street,	WR1 3EL	Birmingham	[REDACTED]	[REDACTED]

OFFICIAL SENSITIVE – COMMERCIAL

			Worcester				
AC	Workington	Central Square	Workington, Cumbria	CA14 3GS	Bootle	[REDACTED]	[REDACTED]
AC	Wrexham	Ty Maelor	Ty Maelor, 15-17 Grosvenor Road, Wrexham, Clwyd	LL11 1BW	Cardiff	[REDACTED]	[REDACTED]
		(PREVIOUS ADDRESS)	44 Henford Yeovil	BA20 1UW	Bristol	[REDACTED]	[REDACTED]
AC	Yeovil	Federated House	29-31 Yeovil, Somerset	BA20 1UU	Bristol	[REDACTED]	[REDACTED]
AC	York		60 St Denys Road/23 Piccadilly, York	YO1 1QD	Leeds	[REDACTED]	[REDACTED]

PART 2 (Additional Authority Premises - Service Delivery Year 1)

TABLE 1 – INITIAL ADDITIONAL PREMISES IDENTIFIED AS PART OF THE FIRST ESTATES CONTRACT CHANGE

BSC	Assessment Centre	Temporary	Permanent	Total Additional Rooms agreed	Total additional rooms delivered	Status – 29/02/16 AND TOTAL ADDITIONAL ROOMS	Status – 11/08/17
Birmingham BSC	Birmingham AC	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	<p>[REDACTED] PERMANENT ROOMS</p> <p>First Estates Contract Change (ECC) provided for [REDACTED] additional permanent rooms which were delivered. . On 8 March 2016 [REDACTED] rooms were subsequently handed back by the Supplier to the Authority-led Assessment Centre as they were no longer needed.</p>	[REDACTED]
Birmingham BSC	Wolverhampton AC	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	<p>[REDACTED] PERMANENT ROOMS</p> <p>First ECC provided for [REDACTED] additional permanent rooms, which were delivered</p>	[REDACTED]
Manchester BSC	Manchester AC	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	<p>NIL</p> <p>First ECC provided for [REDACTED] additional permanent rooms. The Supplier no longer required these due to reforecasting.</p>	[REDACTED]
Newcastle BSC	Newcastle AC	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	<p>[REDACTED] TEMPORARY ROOMS</p> <p>First ECC provided for [REDACTED] additional temporary rooms but</p>	[REDACTED]

						delivered [REDACTED] rooms due to Supplier requirements	
Nottingham BSC	Ipswich AC	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED] PERMANENT ROOMS First ECC provided for [REDACTED] additional permanent rooms, which were delivered	[REDACTED]
Nottingham BSC	Kings Lynn AC	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	NIL First ECC provided for [REDACTED] additional permanent rooms. Supplier reforecasting and a lack of additional suitable space meant that the Supplier did not require the additional [REDACTED] rooms at Kings Lynn.	[REDACTED]
Scotland BSC	Edinburgh AC	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	NIL First ECC provided for [REDACTED] additional permanent and [REDACTED] additional temporary rooms. The Supplier no longer required these due to reforecasting.	[REDACTED]
Wembley BSC	Chatham AC	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	NIL First ECC provided for [REDACTED] additional permanent and [REDACTED] additional temporary rooms. These were no longer required by the Supplier due to a lack of suitable space, and the fact that the Supplier sourced a nearby site.	[REDACTED]
Wembley BSC	Colchester AC	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	NIL	[REDACTED]

		D]				First ECC provided for [REDACTED] additional permanent rooms. The Parties agreed not to progress due to a lack of suitable space.	
Wembley BSC	Balham AC	[REDACTED D]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED] PERMANENT ROOMS First ECC provided for [REDACTED] additional permanent rooms, which were delivered	[REDACTED]
Wembley BSC	Marylebone AC	[REDACTED D]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED] PERMANENT ROOMS First ECC provided for [REDACTED] permanent additional rooms, which were delivered	[REDACTED] [REDACTED] rooms returned to DWP
Total As Per ECC 1		[REDACTED D]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	

TABLE 2 - ADDITIONAL AUTHORITY PREMISES PROVIDED IN SERVICE DELIVERY YEAR 1 OUTSIDE THE FIRST ESTATES CONTRACT CHANGE

BSC	Assessment Centre	Temporary	Permanent	Total Additional Rooms	Total additional rooms delivered	Status – 29/02/16	Status – 11/08/17
Newcastle	Durham AC	[REDACTED D]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED] PERMANENT ROOM [REDACTED] additional rooms agreed. The Authority provided [REDACTED] room this was already in the CHDA demise but the second room was put on hold due	[REDACTED] PERMANENT ROOM [REDACTED] additional rooms agreed. The Authority provided

						to Supplier reforecasting.	[REDACTED] room this was already in the CHDA demise but the second room was put on hold due to Supplier reforecasting.
Cardiff	Newtown	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED] PERMANENT ROOM [REDACTED] Additional room agreed due to Supplier requirements	[REDACTED] PERMANENT ROOM [REDACTED] Additional room agreed due to Supplier requirements

APPENDIX 2

Supplier Premises - Service Delivery Year 1

Type	Town	Building Name	Address	Postcode	BSC attached to	Exam rooms	Status Update at 29/02/16	Status Update at 31/07/20
AC	Bournemouth / Poole	Arena Business Centre	Holyrood Close, Poole	BH17 7FJ	Bristol	[REDACTED]	Will maintain interim laptops solution Prior to lease break 29/6/16 CHDA will review future site requirements and advise DWP.	[REDACTED]

		Site closed 4.8.17 with new site operational from 8.8.17				[RED ACTE D]		[REDACTED]
AC	Bristol	Regus House	1 Friary, Temple Quay, Bristol	BS1 6EA	Bristol			
AC	Canterbury	(SITE CLOSED -30.4.18) Canterbury Council Office	Military Road, Canterbury	CT1 1YW	Wembley	[RED ACTE D]		
		(PREVIOUS ADDRESS) Regus Business Centre	2 nd Floor, Titan Court, 3 Bishop Square, Hatfield	AL10 9NA	AL10 9NA	[RED ACTE D]	Will maintain interim laptops solution. Prior to Lease break on 31/12/16 CHDA will review future site requirements and advise DWP.	
AC	Hatfield (Known as Welwyn Garden City)	Regus UK	Welwyn Garden City Assessment Centre 1 st Floor, Unit 2, Falcon Gate Falcon Way Shire Park Welwyn Garden City Hertfordshire	AL7 1TW	London	[RED ACTE D]	Will maintain interim laptops solution. Prior to Lease break on 31/12/16 CHDA will review future site requirements and advise DWP.	[REDACTED]
AC	Hull	Northern Office Ltd	Melton Court, Gibson Lane, Hull	HU14 3HH	Leeds	[RED ACTE D]	Operational	[REDACTED]
AC	Luton	Regus-960	Capability Green, Luton	LU1 3PE	London	[RED ACTE D]	Anticipated go-live date is 10/05/16.	[REDACTED]
		(PREVIOUS ADDRESS) Merlin House	Langstone, Newport	NP18 2HJ	Cardiff	[RED ACTE D]	Operational	
AC	Newport	Galahad House	Priory Drive, Langstone, Newport	NP18 2HJ	Cardiff	[RED ACTE	Operational	[REDACTED]

						D]		
AC	Reading	Reading Business Centre	Business Centre, Fountain House, Queens Walk, Reading	RG1 7QF	Croydon	[RED ACTED]	Operational 5)	[REDACTED]
AC	Swindon	(SITE DISCONTINUED) Lenta Business Centre	Kingston House, Lydiard Fields Swindon, Wiltshire.	SN5 8UB	Bristol	[RED ACTED]	Will maintain interim laptops solution Prior to Lease break on 30 November 2016, CHDA will review future site requirements and advise DWP.	
AC	Tunbridge Wells	(SITE CLOSED)	16 John Street, Tunbridge Wells		Wembley	[RED ACTED]	Temporary site - decommissioned in Mar 16 Closed	

Supplier Premises – Service Delivery Years 2 and 3

Type	Town	Building Name	Address	Postcode	BSC attached to	Exam rooms	Status Update at 29/02/16	Status Update at 31/07/20
AC	Farnborough (Frimley)	(PREVIOUS ADDRESS) Abbey House	282 Farnborough Road, Farnborough	GU17 7NA	Croydon	[REDACTED]		[REDACTED]

Type	Town	Building Name	Address	Postcode	BSC attached to	Exam rooms	Status Update at 29/02/16	Status Update at 31/07/20
		(PREVIOUS ADDRESS)	Suites 15&16 Apollo Rise, Southwood Business Park, Farnborough	RG1 7QF	Croydon	[REDACTED]		[REDACTED]
			Quatro House, Lyon Way, Frimley Road, Camberley, Surrey	GU16 7ER	Croydon	[REDACTED]		[REDACTED]
AC	Leicester		3, Oak Spinney Park,Leicester	LE3 3AW	Nottingham	[REDACTED]		[REDACTED]
AC	Torbay		Second Floor 45/45a Union Street Torquay Devon	TQ1 1ET	Bristol	[REDACTED]		[REDACTED]
AC	Edinburgh	Citibase	1 St Colne Street, Edinburgh	EH3 6AA	Edinburgh	[REDACTED]		[REDACTED]

Appendix 3 to Schedule 15.1 – Casual Hire Sites

This Appendix 3 provides a snap-shot of current Casual Hire Sites and indicative of hire costs as at 1 April 2021. The Parties will keep this Appendix 3 under review and the Supplier shall maintain an up-to-date version at all times to reflect any changes approved by the Authority. The Supplier shall provide the Authority with an updated copy at least every 6 months to reflect any approved changes in accordance with the Change Control Procedure.

Site name	Address	DWP or Non DWP site	Type of site	Landlord	Number of rooms (can include reception area)	Nature of the arrangement*	Utilisation of rooms in CY5* (Appointments)	Cost per day (or session)	Current status of room availability	Other relevant information
Group 1 - Non- DWP sites (no licences)										
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

OFFICIAL SENSITIVE – COMMERCIAL

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Group 2 - Non- DWP sites (formal licences)										

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Group 3 - DWP sites										
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
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