Department for Education

Feasibility Study

Cambridge Mathematics School Temporary Accommodation (FS0714)

Cambridge City Council

March 2022

Version – 3.1
Issued for TAS2021

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Summary

This document is the Feasibility Study (FS) to be used for all DfE Capital projects using the DfE Frameworks.

The completed Feasibility Study and associated Appendices will form part of the suite of procurement documents. The completed SSB and associated Annexes are included as part of the FS and will eventually form Part C of the Employer's Requirement (ERs).

Uniclass codes are captured and applied where appropriate, these can be accessed via the NBS website here: Uniclass 2015 | NBS (thenbs.com).

Review Date

Any required amendments will be managed through the twice yearly document review process.

Who is this publication for?

This template is for technical professionals involved in the design and construction of school premises and will be populated at Feasibility Stage (RIBA Plan of Work Stage 1-2 (part)).

Document Control

Version History				
Date	**Editor**	**Version**	**Status**	**Reason for change**
05/04/2018	J Winstanley	1.0	S/S	Not applicable
04/04/2019	J Winstanley	1.1	S/S	Section 1.7 – clarified drafting note for BIM Information Security requirement Table in 3.1 - added requirement for Desktop GI and intrusive survey scoping Table in 6.1 - amended to require position and name
05/04/2019	Bhup Singh	1.2	S/S	Change of wording and logo to DfE from ESFA
14/07/2020	Sangeeta Redgrave	1.3	S/S	Added comment to reflect Climate Change Policy
03/09/2020	J Coldrick	1.4	S/S	Update to Climate Change Policy
23/10/2020	J Harrington	1.5	S/S	Cross programme update
20/03/2021	J Smyth	2.0	S/S	Sections 1 & 2 (SSB & Concept Design) added.

07/04/2021	J Smyth	3.0	S/S	College references added
21/10/2021	J Smyth	3.1	Live	Pgs 28, 31 & 32 – additional drafting notes added on accuracy and redaction.

Executive Summary

School / Project Ref & Name	Cambridge Mathematics School Temporary Accommodation FS0714
Local Authority Area	Cambridge City Council
Address of site	119 Mill Road Cambridge CB1 2AZ
Delivery Programme	Free Schools
Procurement Route	Local Procurement
Procuring Party	DfE
Type and Phase of School / College	Mainstream, Mathematics
Planned pupil numbers	PAN: 80 pupils (Sixth Form, 16-19 y/o)
Extent of Project	Whole school
Nature of the Control Option Works	Refurbishment
Key Dates	Key dates – refer also to section 3.3.4 of this document:
Duration (months) from Feasibility to end of construction period	14 months
Issue Invitation to Tender (ITT)	19/04/2022
Contract Award	12/01/2023
Practical Completion	20/07/2023
Proposed budget	**£1,908,119.00**

1 SCHOOL SPECIFIC BRIEF (SSB)

(See Appendix 1)

1.1 Strategic Brief Summary [PM_10_20_07]

The Strategic Brief provides the context to the Project Brief. It describes the school's educational needs, its site, and any Capital works which may be needed, but are outside of the parameters of the funded project, and hence the Project Brief. Therefore, the whole site has been analysed, even though some of the required works will not be completed within the funded project. The Strategic Brief has been completed in close co-operation with the school, and the output included in the School Specific Brief Annex SS6: Sustainable Estates Strategy.

Strategic Brief Summary – see SSB *section 2, for the following:*

- *Overarching Requirements [PM_60_20]*
- *Site Information [PM_60_10]*
- *Capacity: number of pupil places [PM_40_60_11]*
- *Educational Drivers [Ss_40_25]*
- *Statutory Bodies [PM_60_20_95]*
- *Site Analysis [PM_60_10]*
- *Buildings Analysis [Ac_15_50_10]*
- *Site Specific Sustainable Estates Strategy [PM_40_20_85]*

This project is for temporary accommodation and therefore the Strategic Brief does not apply to the scope of the scheme.

1.2 Project Brief Summary [PM_10_20_07]

The Project Brief identifies the work required in the funded project. It has been completed in parallel with the Strategic Brief. The Project Brief fits within the needs of the whole school site as identified by the Strategic Brief, based on the school's long-term vision and site wide Capital needs for the future. The Project Brief for the building project fits in the context of the Strategic Brief, and therefore avoids abortive or obstructive work, and ensures value for money.

Project Brief Summary – see SSB section *3, for the following:*

- *Overarching Requirements [PM_60_20]*
- *Project Type [PM_10_10_60]*
- *Adjacencies [PM_10]*

- *Internal Spaces [SL_25_10]*
- *External Spaces and grounds [SL_40_05_60]*
- *External Fabric [SL_40_05_60]*
- *Internal Elements and Finishes [Ac_10_40_41]*
- *Services and Environmental Conditions [Ac_15_15]*
- *Phasing and Construction [Ac_10_40]*
- *Fittings, Furniture and Equipment [EF_40]*
- *ICT Requirements [SL_25_10_40]*
- *Sustainability Requirements [PM_10_20_07]*

2 CONCEPT DESIGN

(See Appendix 2)

The Feasibility Study contains four chapters as part of the RIBA Stage 2: Concept Design. This report structures them as follows:

- Concept Development Options
- Concept Development Options Appraisal
- Concept Control Option
- Concept Control Option Approval

The completion of the above will terminate at the end of the feasibility process, resulting in the agreed Concept Control Option that can be taken forward into the Procurement stage.

2.1 Concept development options

Concept Development Options are the opportunity to present both new build and refurbishment proposals (where applicable) that explore the most appropriate way in which to develop the Responsible Body's site.

Due to the limited scope of works for the new temporary accommodation, it was agreed that a single option would be developed for the feasibility study. This option formed a base for the control option.

The initial option demonstrated a viable building and site development proposal. It was based on the brief provided from LocatED and included the initial Trust requirements based on the site walk around and TA briefing documents.

The proposal addresses broad project delivery requirements identified beyond the DfE Output Specification and SSB documents for the temporary accommodation as well as permanent Cambridge Mathematics School scheme.

The following site issues and constraints have been identified for 119 Mill Road:

- Planning requirements (the building lies within a conservation area);
- Existing building condition;
- Structural works / Landlord approvals;
- Controlling the GIFA;
- Limiting additional funding requirements - refurbishment project, surveys carried out as part of the feasibility are not intrusive;
- Providing temporary accommodation that is semi-permanent (up to 5 years);
- Contractor not experienced with DfE delivery model / requirements;
- There is a risk of noise and air pollution from Mill Road as well as a phased delivery of the adjacent residential development affecting the new school;
- Dense vegetation (e.g. mature ivy growth) covering the existing building; some parts were unable to be surveyed;
- School site vehicular access is limited;
- Existing services;
- School accommodation will need to work within the existing building;
- Site area is below BB103 guidance;
- Adjacent residential property sharing access path – risk of disturbance.

2.1.1 Concept Development (single option)

The Eastern Learning Alliance's (the Free School Trust) approach to sixth-form provision is a focus on a narrow subject field which allows for true specialism in mathematics. The Trust have confirmed that the following spaces are what they would be looking for to be provided at 119 Mill Road:

- Five classrooms for the capacity of 15 students;
- Seven classrooms for the capacity of 12 students;
- 1no. multi-use Science Lab;
- 1no. Physics only Science Lab;
- Preparation room for the Science Labs;
- Chemical Storeroom;
- Rich space for ICT/CS;
- Two large communal areas;
- Reception area;
- Staff and admin area;
    - Entrance / reception;
    - Staff room;
    - Reprographics area;
    - Head teacher's office / Meeting room;

- Collaborative learning spaces – combining some for silent study and others for group work:
  - 1no. quiet space (Open Plan Area on first floor);
  - 1no. for group work (open plan social space on ground floor);
- Large space for assemblies / talks. An Assembly Hall space is required for up to 40no. people. This can be a flexible space (a teaching space or social space). A single-height space is acceptable;
- External courtyard to the rear of the building with picnic benches / seating for external dining and to facilitate student breakout spaces;
- Cycle parking.

Note that only one option was prepared and developed for this feasibility study due to the temporary nature of the accommodation and working with the constraints of an existing building that requires refurbishment to meet the Trust's specific needs. Subsequent Concept Development Option sections have therefore been removed from this template.

2.2 Concept Control Option

The Control option has been developed following a series of Client Engagement Meetings (CEMs) with the School Trust and the DfE to refine the proposals as well as incorporating the findings from the surveys undertaken for the feasibility study.

It is envisaged that the proposed school development will tie into the existing building envelope, utilising existing building strategies and access arrangements.

The site was previously occupied by a language training school which had a similar capacity in terms of pupil numbers to the development proposals. Based on this, it is anticipated that there will not be an impact on the local transport network and on the surrounding pedestrian, cycle, and public transport network (*refer to Transport Feasibility Assessment in* ***Appendix 3.1)*****.**

2.2.1 Concept Control Option

Cambridge Mathematics School temporary accommodation will accommodate 80 sixth-form pupil places and 10 FTE staff for up to five years until the School relocates to the permanent facility. The buildings on site are currently unoccupied.

The School will cater for students with different circumstances and will have a higher proportion of students with neurodiversity conditions such as Asperger's Syndrome. The students will be fully integrated into the complete School Day; to achieve this the design needs to take careful count of acoustics, light, and other sensory distractions. Students will need access to natural light and ventilation

and will benefit from outdoor areas where they can de-stress in natural surroundings

The Trust confirmed that they will seek to offer the school facilities as a hireable venue for clubs and activities for all age groups.

Initial FF&E layouts are provided as part of the feasibility study due to the unusual space size and configuration (*refer to **Appendix 2.3***). The ICT strategy is set out in the School Specific Brief (*refer to **Appendix 1***).

General Information

It is proposed is to solely refurbish the existing 119 Mill Road building to form the base for a temporary school (of up to five years) with some minor internal layout alterations to accommodate specific teaching spaces. The building is on a temporary lease so alterations will need to factor in the temporary nature of the scheme with as much loose FF&E where possible.

Structural alterations will be required for a new lift to meet accessibility compliance and MEP replacement / upgrade as highlighted in the surveys. Upgrades to the existing building ICT infrastructure are proposed to meet the DfE Temporary Accommodation Design Brief.

The Landlord, in principle, agrees to the proposed installation of additional WC facilities, provided they are in-keeping with the existing WC facilities. Furthermore, the Landlord, in principle, agrees to the Tenant installing a lift within the premises. Further plans, drawings, locations, etc. will have to be provided for the Landlord to approve, once developed by the appointed Contractor.

Access to the cycle parking is provided via a fire exit path along the side and rear of the buildings, with a gate from Mill Road. The Trust envisage a magnetic swing gate with self-closing mechanism, so that pupils and staff can safely and easily park their bicycles and access the school building.

The school will have single pedestrian access points to the school site, shared by the staff, visitors, and pupils.

Classrooms will be used for general teaching and the students will use the open plan study / social spaces for collaborative working.

The final approved control option proposes the following:

Internal works
- Remodelling of the ground floor staff and entrance area;
- Refurbishment and remodelling of teaching rooms to create Science Labs with a Science Prep Room and Chemical Store;
- Refurbishment of the third-floor staff area and toilet;
- Redecoration throughout;
- Fitting of a new lift between lower ground and first floor;
- New FF&E, signage, and key suiting.

External works
- Repairs to the roof, M&E services, and drainage;
- Removal of existing ivy and vegetation on the side of the building;
- New external equipment including picnic tables and bases for these;
- New side access gate to alleyway with access control;
- New gate in
- Cycle hoops.

*Refer to School Specific Brief in **Appendix 1** for more details on requirements.*

Proposed Layouts

The schematic layouts, developed for the Control Option are based on the Schedule of Accommodation (SoA), School Specific Brief (SSB), discussions with the school Trust as well as limitations of the existing building accommodation.

The ground floor of the school will include secure lobby area with doors to the Interview room and Staff General Office. A dedicated work area as well as a reception desk with hatch, recess for the Sick Bay and dedicated Exam store can all be accessed from the General Office. The Head Teacher's Office / Meeting Room will have two doors, one opening into the Atrium and second into the General Office.

The main and enlarged ICT room and incoming services store are also located on the ground floor.

First floor will accommodate seven teaching rooms, utilising the existing spaces (including a flexible MI Room), as well as an Open Plan Study Area.

Second floor will accommodate a further five teaching rooms, utilising the existing spaces, and the main Plant Room.

Third floor will be used by Staff only. A Staff Room with a kitchenette as well as dedicated refurbished Staff Toilet and main Central Store are all located here.

The Trust requirements for Standard classrooms and Science rooms are included in the SSB.

The scheme proposes a single-phase refurbishment of the 119 Mill Road building. No temporary accommodation will be required.

The site is located off a shared accessway from Mill Road. This is the only vehicular and pedestrian access point to the building. The Contractor will therefore need to consider how parking, deliveries, access, and storage of materials is managed throughout construction works.

*Refer to **Appendix 2.3** Concept Control Option for proposed layout drawings*.

Responding to The Strategic Brief

The School Specific Brief (Annex SS1) sets the context for the Strategic Brief. The only element of the Strategic Brief that applies to this project is the context of the scheme (e.g. educational drivers, site and buildings analysis); the Sustainable Estate Strategy (Annex SS7), which sets out the long-term vision for the school site to meet the DfE's sustainability requirements. Annex SS7 does not apply to this project due to it being temporary accommodation and the building is being leased.

Capacity *[PM_40_60_11]*

Following an initial high-level existing building appraisal, it was determined that 119 Mill Road building is smaller than what would be required. The Trust has confirmed that the temporary accommodation, even for the tenure associated, would only be required for 80 pupils in total.

Based on thorough assessment of the existing building, a temporary school accommodation schedule has been developed. The DfE Schedule of Accommodation (SoA) reflects the age range and PAN capacity.

The following variations between the Trust requirements and DfE Output Specification (OS) were raised during the CEM process. It has been accepted and agreed with the DfE and the Trust:

- The general teaching classroom sizes will be smaller than the DfE OS requirements due to the constraints of the existing building. The Trust are satisfied that these will be of sufficient size to cater for the number of students / group sizes that will use the temporary accommodation;
- Enlarged interview room could be used as a Meeting Room;
- School full kitchen and dining is not required by the Trust. Hot food will not be sold on the premises. The plan is to have a selection of snacks / sandwiches delivered from caterers within the Trust each day. The existing

Kitchenette within the open plan lower ground space could be used for the prep of this food. The lower ground Open Plan Social Area will have seating as well as direct access into the courtyard for outdoor eating.

- No Halls will be provided. An Assembly space for approximately 40 people can be used in the flexible social space on the ground floor;
- The Trust confirmed that there are no resourced SEND places, and the school does not require dedicated spaces for SEND pupils. The School's SEND pupil strategy will be managed through room layouts, FF&E, and colours;
- The Staff area will accommodate 10 planned FTE staff. The third floor Staff Room will not be DDA accessible, however some Staff areas with sink and other facilities will be within the DDA accessible levels. Staff can also use General Office and shared spaces (Open Plan Study Area on the first floor and the Open Plan Social Space on ground floor);
- Most of the general teaching storage will be located in the classrooms (no dedicated storage spaces). These should be lockable area of at least 1sqm for each classroom, easily accessible by staff for resources and valuable items; details on the storage are provided in the SSB, FF&E layouts, and schedule;
- Consideration will need to be given to providing as much usable space for the Trust as possible and for the decanting of this to the permanent scheme (e.g. consider loose furniture and equipment instead of fitted furniture and equipment);
- Storage on the third floor is not DDA accessible. It will be used to store bulk items;
- Teachers will be in the classrooms for lessons and a mix of students and staff using social / learning resource spaces out of classes, thereby providing passive supervision throughout the day.

The Trust has requested the following aspirations above the standard provision. The funding and the design of those areas are not covered by the DfE:

- Covered external area for dining.

Educational Drivers [PM_60_20_95]

The Concept Control Option has been developed in line with the Educational Vision set out in the School Specific Brief (SSB). This aligns, where possible, with the Educational Drivers for the permanent project.

Statutory Bodies [PM_60_20_95]

Due to the limited scope of the temporary accommodation in the proposed Control Option, it is anticipated that there will be limited works externally that would require statutory approvals.

The proposed Control Option primarily involves internal works to the building, with no significant external alterations to the building or site. 119 Mill Road is not listed, however, the site lies within a conservation area, so the Contractor should seek the appropriate approvals for any works altering the external fabric of the building, in line with the Local Authority's policies.

The site has a small external area to the rear of the property, with a single access route from Mill Road via a narrow alleyway. This courtyard space is not suitable and does not have the capacity for external play facilities which would typically be seen on a school project. No consultation has therefore been sought with Sport England for this scheme as part of the feasibility study.

Site [PM_60_10]

Mill Road is one of the main arterial roads in and out of Cambridge, the area features a mixture of educational, office, and leisure facilities as well as restaurants, takeaways. and independent shops.

The property is located within a 10-minute walk of Cambridge Station which provides direct access to London Kings Cross in under 45 minutes. The station area provides further food and drink amenities as well as various bus connections. The historic city centre is less than a 20-minute walk away from 119 Mill Road.

The site is bound to the north and east by former Mill Road Depot site. Mill Road Depot site is undergoing phased redevelopment with mostly residential properties under construction.

The first phase of the development comprises of 184 dwellings, 72sqm community / retail space (D1, A1, A2 or A3), basement car park (101 spaces), surface water pumping station, open space (including play area), alterations to the junction with Mill Road, together with associated external works including cycle parking and landscaping.

The second development phase, currently under construction comprises 50 dwellings, a new 275 sqm community centre (D1), 70 sqm retail or office (A1, A2 /A3 / B1(a) / D1), open space (including informal play area), together with associated external works including cycle parking and landscaping.

To the south the site is bound by a pathway access road and to the east by a railway line.

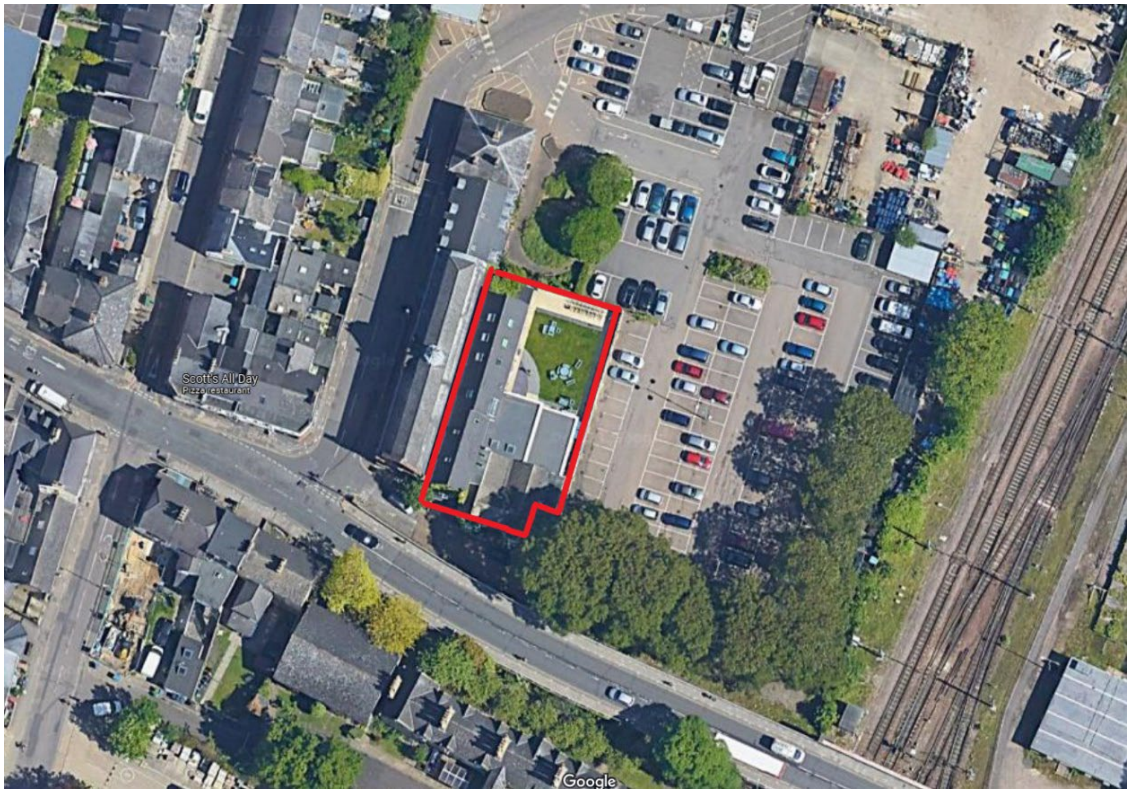
Location of 119 Mill Road site within Cambridge.

The site area is roughly rectangular, appearing flat across the entire site.

The existing building does not directly front onto Mill Road, it is accessed instead by an access road between the building and the Mill Road bridge, which raises up in front of the building. This narrow cul-de-sac road shares access with adjacent properties. It is closed off by double vehicular gates at the end.

Externally, the building has a large courtyard garden used for secure bicycle storage, events, and a break out space. To the rear there is a well-maintained shrubbery which is concealed via a brick boundary wall. There are a series of paved, gravel, slate, and brick paved areas.

To the left of 119 Mill Road, a three-storey modern building infills the space between 119 and the former Mill Road Library (listed building), while to the right is a private residential property.



Existing site aerial photo with redline boundary.

The development is directly served by a private road, with the adjacent highway of Headly Street (to the west of the site) providing access to a dedicated housing development that is currently under construction. Headly Street previously provided access to a carpark to the east of the site that had a capacity of circa 110 vehicle spaces.

The private road stretches for approximately 50m and terminates without any turning facilities. It is understood that this private road is used by deliveries and previous site users travelling by vehicle. However, given the location of the site, it is understood that most of the site users travelling to the former language training school travelled by both active and sustainable modes of transport.

Immediately to the south of the site lies Mill Road. Mill Road is a single carriageway two-way road that is subject to a 20mph speed limit and provides access to Romsey to the east and extends through Petersfield to the west. Mill Road forms on to the highway of Brookfields to the east and connects onto Gonville Place (A603) to the west (towards Cambridge City Centre) by a four-armed signalised junction.

Mill Road is a low speed, traffic calmed highway with multiple controlled and uncontrolled pedestrian crossing points. Along the highway, there is also double yellow lining on both sides of the carriageway with ‘no loading’ parking restrictions, in addition to advanced stopping lines for cyclists at signalised junctions. There are also multiple ‘no entry’ signs to connecting side roads except for cyclists. There are good condition and wide pedestrian footways on Mill Road,

providing access to a dense number of local amenities and facilities in the immediate area.

In general, the site benefits from excellent accessibility with prospective site users having ample opportunities to travel to and from the site by active and sustainable modes of transport.

The applicable parking standards outline a maximum provision of 1 parking space for every 4 staff on-site. As the site has previously been operating as car-free, it is expected that this precedent will remain. There are no dedicated parking spaces or pick-up / drop-off areas permitted in front of the building due to the terms of the Lease Agreement for the building. The road in front of the building is for access purposes only.

The adopted guidance also outlines that there should be a minimum of one accessible bay on the site. Consideration could be given towards providing a marked out parallel accessible parking bay adjacent to the frontage of the site (on the private road); however, manoeuvring space to facilitate this will need to be considered should this be a material requirement.

It is currently understood that refuse servicing takes place from the adjacent highway of Headly Street, with refuse vehicles performing a three-point turn within the private road adjacent to the site. It is understood delivery servicing takes place on the private road adjacent to the site.

It is noted that the site currently has approximately 25 cycle parking spaces in the courtyard (to the rear of the main building) which comprises of a single wheel hope storage facility and is uncovered. The guidance for higher and further education is 2 cycle spaces for every 5 members of staff. Cycle parking for 70 % of students based on anticipated peak numbers of students on site at any one time. The quantity of cycle parking spaces is detailed in the School Specific Brief.

Access to the cycle parking is provided via a fire exit path along the side and rear of the buildings, with a gate from Mill Road.

Buildings *[Ac_15_50_10]*

The existing building has been vacant since 2020. It was previously used as a languages school. It will be let to Cambridge Mathematics School, accommodating up to 80 sixth-form Mathematics school students.

The existing property was originally a double bay fronted house that has been extended and repurposed to provide school classrooms and ancillary services, the building was more recently fully refurbished. The school covers the ground, first complete with Mezzanine, second, and third floors which is generally in the loft space.

The schools building services were mostly replaced during the 2016 refurbishment works. The services and systems are in a good condition generally with some commissioning and operational checks required.

The original two-storey property was constructed around 1911. It is set over ground and first floors. The property has had two extensions, one being in 1995 and a more recent in 2016. The 1995 extension runs from ground to third floor with the latter extension set over two-storeys, being ground and first.

Albeit the property has been modernised, it still has retained some of its original features such as the fireplaces and feature wooden stud walls now enclosed in glazed screens.

The pitched roof coverings to the original property are concrete tiles. The flat roof covering over the 2016 extension is a single ply membrane. And artificial slates are set over the 1995 extension.

External walls to the original property are solid brickwork with feature stone details. All remaining walls are cavity brickwork. There is also a composite board panel to the front elevation of the 1995 extension and curtain walling to the rear of the 2016 extension. Windows are of uPVC and PPC aluminium all with double glazed units. Doors are either timber or PPC aluminium.

Internally, the building is set out for series of cellular and open plan meeting / teaching rooms. There are two stairs, one of which is not lobbied.

The ground floor comprises an open reception area and office leading to a large, double-height Atrium, break-out area with a kitchenette and doors to the courtyard garden. Ground floor also accommodates ICT and incoming services, toilets and two further large teaching rooms.

The first floor comprises a further open lounge area overlooking the garden and the breakout area below with seven additional teaching rooms / independent offices. The second floor provides five more teaching rooms.

The third floor, set within the eaves of the building provides good storage or useable teaching / office space.

The accommodation provides a mixture of floor coverings including carpeting, laminate, and vinyl. Some rooms benefit from suspended ceilings with most plastered with inset spotlights.

Much of the original building front elevation with architectural detailing is hidden by plant foliage, though it is noticed that the windows are no longer original.

Existing floor plans

Sustainable Estate Strategy *[PM_40_20_85]*

Due to the project being temporary accommodation within an existing building, the Sustainable Estate Strategy does not apply to this scheme.

Responding to The Project Brief [PM_10_20_07]

Numbers as confirmed by the DfE for use for the brief are: 80 pupils.

The building size is confirmed by a measured building survey check as 905m^2, technically under BB103 guidance the GIFA required for an 80 place sixth form would be 1,049m^2 (shortfall of 144m^2). Despite the shortfall and clearly noting this to the Trust they are confident that the space will be adequate and this derogation is accepted by the DfE.

This is an existing school site. The following table compares the Control Option net and non-net site areas to those set out in BB103:

Site Areas *(in accordance with BB103/104 definitions if applicable)*	**BB103/104 Minimum Required Areas (m^2)**	**Concept Control Option Areas (m^2)**	**Variance (m^2)**
Soft outdoor PE / Sports	8,800	0	-8,800
Hard outdoor PE / Sports	520	0	-520
Soft informal and social area	760	120	-640
Hard informal and social area	280	20	-260
Habitat	40	0	-40
External Curricular			
Total Net Site Area	**11,600**	**140**	**-11,460**
Total Non-Net Site Area	**2,400**	**617**	**-1,628**
Total Site Area	**13,000**	**757**	**-12,243**

The Trust has no requirement for the site to be used for sports activities and given the limited external area on site, it does not lend itself to being used for sports. There will not be any third-party access to the building or site for sports activities. The above shortfall represents a derogation against the DfE's requirements for a mathematics school; however, given the temporary nature of the scheme, it is considered an appropriate derogation with the School Trust's emphasis on collaborative learning and study.

Sustainability Requirements [PM_10_20_07]

Due to the project being temporary accommodation within an existing building, there are no sustainability specific requirements for this scheme. The Contractor should comply with the Building Regulations for existing buildings.

Broader Project Requirements

As this project is for temporary accommodation, the permanent scheme should be factored in, especially with regards to FF&E by providing pieces that can be readily decanted to the permanent school building and minimise fixed items that might be damaged or result in wastage.

The control option proposes the replacement of the existing platform lift, which currently only extends between lower ground and ground floor. The intention for the new platform lift is to reach the two levels on first floor, thereby providing access to classrooms, MI Room, and study area. The lift replacement is considered to be a permanent item that the Landlord is in favour of. The

Contractor will therefore need to investigate and design the structural alterations required to accommodate the new lift.

Consideration of further surveys that will be needed are identified in Annex 1 SS2 (Refurbishment Scope of Works tool) in ***Appendix 1***.

The Risk Register is included in ***Appendix 3.10*** of the feasibility study.

Derogations are included in ***Appendix 1***.

2.3 Concept Control Option Approval

The Concept Control Option Approval is the formal process undertaken between the TA and the DfE project team. This process seeks to close out the Feasibility Study enabling the project to progress into Procurement.

3 PROJECT PARTICULARS

(See Appendix 3)

3.1 Surveys [PM_30]

The development of initial options has accounted for pre-existing information, record drawings, and previous surveys and investigations. A list of the information is included at ***Appendix 3.1.***

This information should be supplemented by the surveys listed in the table below and included at ***Appendix 3.1*** and provides support to the Concept Control Option and estimated construction cost.

Where indicated, the surveys have assignable collateral warranties capable of being assigned to the Contractor and to the Cambridge Mathematics School and these are also included at ***Appendix 3.1.***

Survey		Date Completed	Survey Company	Findings (or reason for survey not being completed)	Cost Implication (Yes/No)	Collateral Warranty Provided (Yes/No)
Core						
1	Air Quality Survey	01/11/2021	**HSP Consulting**	During the construction phase of the development there is the potential for air quality impacts as a result of fugitive dust emissions form the site. Assuming good practice dust control measures are implemented, the residual significance of potential air quality impacts from dust generated by earthworks, construction and trackout activities was predicted to be not significant. During the operational phase of the development there is the potential for air quality impacts as a result of traffic exhaust emissions associated from vehicles travelling to and from the site. As there will be no vehicle movements generated by the proposals, impacts were predicted to be not significant. Based on the assessment results, air quality issues are not considered to a constraint to planning consent for the development.	No	*No*
2	Arboricultural Survey	N/A	**N/A**	*Arboricultural survey not required due to proposed works being limited to internal and no trees of note present on site.*	N/A	*N/A*
3	Archaeology Preliminary Survey	N/A	**N/A**	*Archaeology preliminary survey not required due to proposed works being limited to internal alterations.*	N/A	*N/A*
4	Asbestos Management Survey	12/11/2021	**Lucion Environmental**	Of the internal samples taken, no asbestos containing materials identified.	Yes	*Yes*

				Of the external samples taken, asbestos containing materials were identified in the roof tiles. Recommendation for these to be periodically reinspected. The contractor will need to carry out an Asbestos R&D Survey prior to commencing any refurbishment works.		
5	Building Condition Survey	21/09/2021	**LHL Group**	**Externally** Concrete tiled and artificial slate coverings over original and 1995 extension would benefit from an overhaul. Self seeding vegetation, moss and general deterioration is noted. No major signs of water ingress internally. Velux windows within the extended areas are showing signs of deterioration and will either require an overhaul or replacement. A large proportion of the gutters/facias are approaching the end of their useful life and would benefit from replacement. Mineral felt covering over the second floor boiler room of the extended area is now showing signs of deterioration with water penetration internally and poor workmanship evident. This will require replacement. Rear lean to artificial slate roof of the 1995 extended area has substantial ivy growth along with deterioration of the timber facias and rainwater goods which is now in need of remedial works. Extended single ply membrane flat roofs over the 2016 extended areas are all in satisfactory order. Cyclical maintenance is needed to remove all self seeding vegetation. External walls to all areas on the whole are performing as designed. There is considerable mature ivy to the front elevation as well as to the rear of the original and extended 1995 extension, and as such this would benefit from being removed	Yes	*Yes*

				to make a full assessment of the elevation thereafter. Dampness is noted at ground floor level within the original building as a result of the ivy. Leylandii and mature trees to the fronting area would also benefit from a pruning exercise. Original uPVC windows are approximately 25 years old to the original and 1995 extended sections. A number have been replaced on an adhoc basis which are performing satisfactorily. All original windows will either require a thorough overhaul or replacement over the 5 year term. PPC aluminium windows are all in good order within the 2016 extension. External doors would all benefit from an overhaul. Side and rear doors of the 1995 areas appear to have been replaced approximately 5 years ago and are in good order. Front timber door would benefit from a thorough overhaul. External areas on the whole are performing satisfactorily. Due to the building being vacant cyclical maintenance is now required with removal of ivy and a re-pointing exercise to the retaining/boundary walls to prolong their life. **Internally** Ceilings, walls, and floor finishes would all benefit from a degree of maintenance over the 5 year period. A boiler leak on the second floor has cascaded through the floors and this requires assessment/replacement of finish's in close proximity. We understand that the building has been refurbished over its life cycle and generally is performing satisfactorily. Upper areas on the third floor are generally used as storage with toilet areas removed, subject to the overall aspirations upgrade works will be necessary if required. Male and female toilets on the ground floor areas are all in good order. The accessible WC is showing signs of wear and tear and will potentially require replacement over the 5 year period.		

				The ground floor kitchen is approximately 5 years old and overall in satisfactory condition. Both staircases are in a presentable condition. The timber structure would benefit from colour denotation to improve access arrangement. An assessment of suspended ceilings and voids, where accessible, was undertaken and a number of penetrations were identified which will require sealing to maintain fire compartmentation. Fire doors would also benefit from an overhaul as a number of strips and seals were failing along with an ease and adjustment exercise needed. Equality Act - Due to the constraints of the upper floor including stepped areas, it will be difficult to accommodate people with a disability to these areas. There are also no toilets to the upper floors or suitable access. The only access to the upper floors is via the 2no floors.		
6	Detailed Measured Building Survey	20/10/2021	**HSP Consulting**	DWG and PDF file formats included in the feasibility appendices.	No	*Yes*
7	Drainage CCTV Survey	07/10/2021	**Sky Revolutions**	Video, photos, and condition report provided in the feasibility appendices. Recommendations incorporated into the RSoW. Much of the CCTV indicates that there is standing water in parts of the drainage system, all drain runs should be clear of standing water and free flowing. Regular maintenance to the drainage system appears to be required to unblock any blockages as the standing water and joint displacement would indicate it would need to be done. After the next jetting to clear any deposits/debris another CCTV will be required to confirm the actual condition of the drainage system and ensure that	Yes	*Yes*

				the system is clear and free flowing before any other works are carried out. Where there are joint displacements these may need to be relined to even out the off sets and reduce the risk of blockages as debris can catch onto the protruding joint displacements. (Client to decide)		
8	Ecology Preliminary Survey	N/A	**N/A**	*Ecology preliminary survey not required due to limited external area within site boundary and proposed works are predominantly internal.*	N/A	*N/A*
9	Flood Risk Preliminary Survey	N/A	**N/A**	*Flood risk preliminary survey not required due to existing building and proposed works are predominantly internal.*	N/A	*N/A*
10	Geotechnical & Geo Environmental Investigation	N/A	**N/A**	*Not required*	N/A	*N/A*
11	Heritage Preliminary Survey	N/A	**N/A**	*Not required*	N/A	*N/A*
12	Intrusive Geotechnical & Geo Environmental Investigation	N/A	**N/A**	*Not required*	N/A	*N/A*
13	Measured Building Survey (internal GIFA check)	15/10/2021	**HSP Consulting**	Excel spreadsheet with breakdown of room sizes included in the feasibility appendices.	No	*No*
14	Mechanical & Electrical Stage 1 basic condition survey	October 2021	**CJR Maintenance Solutions / HSP Consulting**	**Electrical Services** There are some older electrical supplies and DB's in the school and some of the wiring particularly on the top floor looks to be older than 6 years old although to the current wiring regulation colours, there are open sockets on the top floor that have pre 2004 colour wiring installed and these should be removed. There has been verbally stated a 5-year electrical safety test performed, this has not been seen at the	Yes	*Yes*

				time of writing the report and therefore any issues raised by this report need to be acted upon. There is evidence on site of 5 no. DB's however the labelling within the main panel board only shows the connections to 2 no. DB's, the 5 years safety test should pick this up and recommend relabelling a full check of the sub mains routing and connections. On the top floor there is evidence of poor and older lighting provided including CAT2 louvred type fittings and emergency bulk heads that have RED indicators. It is recommended that a full emergency lighting annual test is performed, and a certification provided and ensure all the fittings are fitted with new batteries or replaced as required The lift during initial operation has tripped out there is no access to the main control panel, it has not tripped the main breaker in the DB **Mechanical Services** Existing ventilation shall be serviced, cleaned and recommissioned or adjusted to new design where necessary, new make up routes shall be provided. Plant room natural ventilation shall be provided, Boiler flued system shall be provided or the existing shall be adjusted. Existing LTHW heating system shall be serviced, cleaned and recommissioned or adjusted to new design where necessary, new radiators to be provided where damaged or necessary.		
15	Mechanical & Electrical Stage 2 detailed condition survey	October 2021	**CJR Maintenance Solutions/ HSP Consulting**	**Gas Installation Report** Existing gas pipework system is unsafe, it shall be reviewed by a gas safe specialist, and adjusted as necessary.	Yes	*Yes*

				New ventilation grilles, incoming gas fire activated gas solenoid valve and other services necessary for safe operation shall be provided. Note- gas meter serving 119B Mill Road shall not be removed unless it is proven as redundant. **Legionella Assessment Report** The hot water temperature of the taps is circa 8 oC lower than required terminating the taps at 52 oC this should be 60 oC, it is assumed that as the site has not been operational the boilers may have a lower function setting. The site has a medium risk score, but this is due to not being occupied, having 2 connections, and having a low hot water temperature, with these rectified and a management plan in place the risk would reduce to low or very low as the system is classed as a simple water system. Ongoing Maintenance Requirements : • Remove the second main that is isolated, this should be cut back and capped off as close as practicably possible to the main that is to be retained. • Ensure the boilers are set to provide full 60 degrees Celsius to the outlets that are not mixed. • Install Caution Hot Water Stickers to taps that are not mixed. • Clean the Hot Water Plant Room • Continue a flushing regime during the non-occupation of the property. • Check the Outside Tap feed and flush.		
16	Noise and Acoustic Survey	30/11/2021	**NoiseAir / HSP Consulting**	**Mechanical services** High external noise is impacting front south facing façade, it could be likely that mechanical ventilation	Yes	*Yes*

				will be required. Also possibly to other facades. The new mechanical systems might not be provided – subject to the derogations and providing noise has not been reported as being an issue and this is a temporary building. Future mechanical plant or other equipment shall be designed that the noise does not exceed the background sound level at noise sensitive receptors.		
17	Structural Stage 1 Basic Condition Survey (visual only)	10/10/2021	**HSP Consulting**	**Original Building** Large tree opposite front elevation, the height and distance are within influencing distance of root growth which can affect foundation. No signs of damage to the building present. Large amount of Ivy and vegetation at front elevation, and as a result signs of damp were noted. This to be removed and any damages to the mortar caused by the ivy to be rectified to weatherproof. Overall, the structural condition of the original building was satisfactory with an expected service life span of at least 50 years, as long as it is correctly maintained. **1995, 2011, Extension** overall, the structural condition of thel building was found to be satisfactory, with the same life expectancy as the original building. Based on visual inspection and age of buildings / assumptions, all three buildings are a combination of load bearing masonry frames and a hybrid of both masonry walls and structural steel frames, found on either concrete strip/pad footings or ground bearing slab.	Yes	*Yes*
18	Topographical Survey and Underground Utilities Survey (using GPR)	25.10.2021	**HSP Consulting**	**Mechanical Services** Incoming gas supply is provided via bulk gas meter fed off from the front. The current arrangement is proposed to be retained externally. Note – the gas	Yes	*Yes*

				meter serving 119B Mill road shall not be removed unless it is proven as redundant. A copy of the topographical and UGS surveys are provided in the feasibility appendices.		
19	Transport Feasibility Survey		**HSP Consulting**	The site benefits from excellent accessibility with prospective site users having ample opportunities to travel to and from the site by active and sustainable modes of transport. Only 25 existing single bicycle parking spaces, uncovered have been confirmed on site. The cycle parking standards for the area note that it should cover 70% students plus 2 for every staff member, recommending a total of 56 spaces. Visitors' cycle parking as well as motorcycle parking should be considered at the front of the school. *Note that this is not feasible due to the restrictions in the terms of the Lease Agreement for the building.* Front entrance to be considered for pedestrian use only. Vehicular access for servicing and emergency only.	Yes	*No*
20	Unexploded Ordnance (UXO) Survey	N/A	**N/A**	*Unexploded ordnance survey not required due to proposed works being predominantly internal.*	N/A	*N/A*
21	FFE Gp2 & Gp3 Legacy Surveys	N/A	**N/A**	Not required as there is no existing furniture to be decanted.	No	*N/A*

3.2 Land And Title

This is an existing building, 119 Mill Road, Cambridge, CB1 2AZ that is to be refurbished, to serve as a temporary site only. There is currently no confirmed permanent site. Ministerial instruction was to proceed to opening with temporary accommodation. A plan of the site to be developed has been agreed. The red line indicates the area of ownership and extent of the site plan at ***Appendix 3.2***.

The Procuring Party can confirm ownership details of the site as follows:

The site is held by Eastern Learning Alliance under a lease dated 22/10/21 between Oise Holdings Limited (Landlord) and Eastern Learning Alliance (Tenant), included in ***Appendix 3.3***. The building is currently unoccupied. The duration of the Lease is for six years.

Details of any consents required are shown on the site plan at ***Appendix 3.2*** and a description is provided below.

The completed lease is enclosed at ***Appendix 3.3*** with Report on Title. The acquisition is not in respect of extant retained educational estate and does not require SoS consent. Matters burdening the site (such as existing leases, easements, covenants, access, or boundary issues) have been assessed and detailed in the feasibility proposals. Key considerations are as follows:

- **No alterations may be carried out on the property without the consent of the Landlord**. As such the work will require the consent of the Landlord before they are carried out save the installation or removal of non-structural demountable partitioning at the which does not require the consent of the Landlord but may only be carried out after the Tenant has provided the Landlord with a set of plans and specification for the works.
- **Easements and rights of way over and along the roadway**: Pursuant to a conveyance dated 21 November 1978 made between (1) John Archibald Sadler and others and (2) Shanta Agarwala the Property has the benefit of all easements and rights of way over and along the roadway shown brown on the plan attached to the conveyance. A copy of the conveyance is attached in Part 2 of Schedule 1. The road referred to is also shown tinted brown on the title plan (see the title plan annexed in Part 1 of Schedule 1).
- **Restrictive covenant**: Pursuant to the 2006 Transfer, the Property is subject to a covenant not to remove the black marble plaque with silver lettering from one of the walls of the room that as at 27 March 2006 was used as the Regent Manager's office and located to the right of the reception sliding doors of the school which shows the name of Sudhir Kumar Agarwala and states that he was the founder and gives the dates of his directorship of the school from 1973 to 2003 but to maintain the same in good and pristine condition and to replace it should it become damaged or illegible. In the event of the Property being demolished the plaque must be removed and returned to Sudhir Kumar Agarwala.

- **Easement**: The 2006 Transfer reserves a number of rights over the Property for the benefit of the Green Land (details can be found in the Report on Title in ***Appendix 3.3***.
- **Party walls**: The 2006 Transfer contains a declaration that all walls separating the Property from the Green Land shall be party walls maintained jointly by the owners of the Property and the Green Land from time to time.
- The Property does not immediately abut the adopted highway but it has the benefit of rights of way over the land shown tinted brown on the title plan which were granted pursuant to a conveyance dated 21 November 1978.
- There is a **gas pipe** running along the boundary of the Property. See the gas utility search result attached.
- The Property is situated in a **conservation area**. This means that the Property will be subject to some extra planning controls and considerations to protect the historic and architectural elements which make the area special. Being in a conversation area may restrict the carrying out of alterations without planning permission.

Lease dated 22/10/2021 between Oise Holdings Limited (Landlord) and Eastern Learning Alliance (Tenant), included in ***Appendix 3.3***. The site will be yielded up with vacant possession.

The contractor will need to obtain the following additional land permissions for the works:

- License for Alterations: as set out above.
- Deliveries and access to the site: there is no dedicated parking associated with the site and the only access is from the front along the roadway off Mill Road.

The Procuring Party confirms that appropriate due diligence and title searches have been made with the appropriate parties and agencies, including any disclosures of title matters to be made by the landowner to the Procuring Party.

3.3 Procurement Approach

The procurement route is local procurement via contracts finder. The value of the project works is circa £1.5 million. For contracts of this value, the appropriate form of contract is the JCT Intermediate Contract 2016 with contractor's design. It is likely a PCSA will be used for the successful contractor to develop their proposals.

3.3.1 School / College Commitment

The signed Memorandum of Understanding is included at ***Appendix 3.4*** confirming the following:

- Support for the Feasibility Study;
- That they have satisfied themselves with the terms and conditions of any relevant contractual arrangements they may be required to enter into for this project.

3.3.2 Procurement and Contract Strategy

The DfE are the Procuring Party.

All free school use default procurement routes based on construction value and this is confirmed by the Technical and Cost Advisor (TCA) at the beginning of the project. For this project, the TCA confirmed the project is to be procured using Local Procurement due to the size and value of the proposed works.

Commercial Managers are required to advise on the most suitable form of contract when using Local Procurement. This is based on the value of the project works being undertaken. The value of the project works is circa £1.5 million and there is contractor's design.

The project will use the DfE standard JCT Intermediate Contract 2016 with contractor's design (in line with the contract value). A PCSA will be used for the successful contractor to develop their proposals.

3.3.3 Batching strategy

Batching does not apply.

3.3.4 Procurement and delivery timetable

A Gantt chart detailing project delivery and any necessary Procuring Party approval points is included at ***Appendix 3.5***. The programme has been discussed with the Project Director, Project Manager and other key project stakeholders and takes account of all known activities including approvals.

In the event that the programme dates change post completion of this feasibility study, then the procurement document will take precedence in this respect.

Procurement stage	Target Date	Comments/notes
Feasibility Study complete	04/03/2022	
DfE approval to proceed	11/03/2022	
Market Notification (Contracts Finder)	15/03/2022	
Issue Invitation to Tender (ITT)	19/04/2022	
ITT submissions	24/05/2022	
Evaluation complete	07/06/2022	
Appoint Contractor on PCSA	12/07/2022	
Contract Award	12/01/2023	
Start on site (date of possession)	02/02/2023	Single-phase construction.
Practical completion	20/07/2023	
End of Defects Liability Period	20/07/2024	

3.3.5 Procurement documentation*:* and legal resource

The Procuring Party confirms that the procurement documents will be prepared in line with the procurement strategy set out at section 3.3.2 and will be available to issue to bidders on the dates set out in the table at section 3.3.4.

The suite of documents consists of:

- PQQ;
- Draft ITT, including draft PCSA and draft JCT Intermediate Contract 2016 with Contractor's Design together with derogations agreed by DfE;
- Employers Requirements.

3.3.6 Statutory Bodies [PM_60_20_95]

No consultation has taken place with Statutory Bodies due to the limited scope of works in the proposed Control Option. This is noted on the Feasibility Risk Register.

The proposed scope of works is predominantly limited to internal alterations and improvements. The external works proposed are of limited intervention. The

Contractor shall review the scope of works and liaise with the relevant Statutory Authorities (Planning, Conservation, etc.) to ensure that the proposals meet the Statutory Authority requirements and approvals.

LocatED Planning Advisor

The appraisal site comprises a two-storey house of Victorian age and character, used as a language school for approximately 40 years. It is sustainably located, accessible by public transport and well positioned for the CMS requirements and catchment area.

The site is located within a AQMA and close to a rail line and busy road plus a construction site, thus assessment of noise and air quality is recommended. Preliminary noise and air quality assessments were completed as part of the feasibility study.

The current use of the site is considered to be F1 (learning and non-residential institutions).

The planning risk for the site is considered to be low.

Planning history

The site seems to have been used as a doctors surgery or for residential use for many years, prior to it becoming a language school in the mid-1980s.

Planning permission was granted in 1984 (C/0726/84) for use as a language school and residential use. The residential element comprised a self-contained two-bedroom ‘wardens unit’. A later application to vary planning conditions which restricted the hours of use and playing of music was allowed on appeal in 1986. The same appeal enabled a three-storey extension to be constructed (C/0617/85).

In 2013 an application to demolish part of the building and to modernise it with a side/ rear extension was approved. The officer’s report refers to a private residential unit at the east end of the building (no.119a Mill Road). The dwelling is shown outside the site boundary and described as ‘adjoining property’ on floorplans.

In June 2018 permission was granted (17/2245/FUL) for the erection of 182 dwellings offices (B1 (Business) or D1 (Non-Residential Institutions) parking and open space on the depot site at the rear. The approved site plan is copied below. The majority of the allocated site is owned by the City Council. The Regent Language School in private ownership and the library building owned by the County Council were excluded from the application site. The south-east portion of the allocated site is also excluded from the application site area to allow for

discussions to continue with a view to a further application allow the relocation of the YMCA. The YMCA was to provide supported housing for around 150 young people together with a wide range of community facilities. There is no evidence of an application yet submitted in this regard.

Planning policy

National planning policy guidance in the form of the NPPF and online NPPG is relevant, particularly paragraph 94 of the NPPF which requires that great weight is given to the need to create, expand or alter schools.

For the purpose of this site, the local development plan is the Cambridge Local Plan 2018 (adopted October 2018) which sets out a vision, policies and proposals for future development and land use in Cambridge to 2031. The policies map and key (2018 plan) are shown below and indicates the site is affected by the following:

- Opportunity area;
- Conservation area;
- Proposal site (R10).

The Contractor shall refer to the Local Plan 2018 for details on planning policy.

The site is located within a conservation area. The setting of the conservation area will need to be considered in the event of material alterations to the external appearance of the building.

Other considerations

Due to the site containing limited usable land, there are no dedicated sports facilities. It is therefore considered that consultation with Sport England will not be required.

The project does not involve the change of use or disposal of school / College playing field land and so does not require an approval as per Section 77 of the School Standards and Framework Act 1998.

3.4 Affordability

3.4.1 DfE Funding

The DfE Total Budget sought through this Feasibility Study is **£1,908,119.00**.

The Feasibility Cost Plan [PM_60_50_23] is included at ***Appendix 3.7.***

The table below sets out the affordability of the project.

Category	Indicative estimate	Procuring Party's Estimate	Variance
New Build Costs (inc MMC1 and other adjustments)		-	
Refurbishment/Redecoration Costs (inc adjustments)		£922,023.19	
Sub-Total		*£922,023.19*	
External Works		£17,417.40	
Abnormals		£51,214.00	
Sustainability Costs		-	
Temporary Accommodation Costs (from calculator)		-	
ICT Infrastructure		£57,160.00	
FF&E budget (from calculator)		£65,438.73	
Fees		£123,832.00	
Fees for Sustainability Costs		-	
Total D&B Budget		*£1,237,085.00*	
ICT actives (FSC only)		-	
ICT equipment (FSC only)		£297,734.00	
Broadband (FSC only)		£2,500.00	
DfE fees, surveys & legal costs (inc vat)		£318,000.00	
Total construction budget		*£1,855,319 00*	
ICT passives		£19,440.00	
ICT decant		£8,360.00	
Reinstatement of temps		£25,000.00	
Third party funding (inc in above total)		-	
Total Project Budget		***£1,908,119.00***	

3.4.2 Third Party Funding

There is no requirement for third party funding.

3.5 Resources, Risk & Construction Design & Management (CDM)

3.5.1 Project resources

The DFE, as Procuring Party, has put in place the correct resource for the successful delivery of the project.

Role on Project	Position and name	Company
Project Director	Allan Thomson	DfE
Project Manager	Peter Roberts	DfE
Technical & Cost Advisor	Anton Van Zyl	DfE
Design Advisor	N/A	N/A
Sustainability Lead	N/A	N/A
ICT Advisor	Vivien Jack	DfE
Commercial Manager	Emily Sinclair	DfE
Planning Advisor	N/A	N/A
TA Lead Consultant	Karl Allcoat	Mace
TA Cost Consultant	Tapiwa Mwela	Mace
TA CDM Principal Designer	Mace until the Contractor is appointed under the PCSA	Mace
TA Design Lead	Iveta Zelinkova	Mace
TA Mechanical Engineer	Jana Baratova	Mace
TA Electrical Engineer	Kingsley Morgan	Mace
TA Public Health Engineer	Hilmi Sager	Mace
TA Structural Engineer	Omar Maye	Mace

3.5.2 Risk Management [PM_40_60_70]

A robust risk management process is in place and the project is managed on a day-to-day basis by the TA at this stage in the process. A detailed risk register and mitigation strategy (including planning, H&S, procurement and ICT risks specific to this project), has been discussed with the Project Director, Project Manager and any other key stakeholders. The risk register is included at ***Appendix 3.10*** and will be updated regularly.

3.5.3 Construction & Design Management (CDM) Regulations

Client Duty

The Procuring Party confirms it fully understands and will comply with its obligations as the client under CDM Regulations 2015. This includes its responsibility to appoint a Principal Designer and Principal Contractor and ensure that they are carrying out their duties. The appointed Contractor will assume the Principal Designer and Principal Contractor role from the signing of the PCSA.

The Project Director or Project Manager acting on behalf of DfE as the Procuring Party will notify the HSE of the project through an F10 notification. The F10 notification should take place as soon as is practicable before the construction phase begins. Any updates following the initial F10 notification will be managed by the Contractor when appointed.

Designer duty

In developing the initial options, all foreseeable risks to health and safety are to be eliminated so far as is reasonably practical taking into account the general principles of prevention in accordance with CDM Regulations (2015) and any Pre-Construction information. Risks that are not possible to be eliminated are to be discussed with the Project Director, Project Manager and any other key stakeholders, and recorded in the risk register.

3.6 Information Management using BIM

There are no BIM requirements on this project due to it being a temporary accommodation scheme.