

Newbattle Centre: Stage 1 Submission**Report by Kenneth Lawrie, Chief Executive****1 Purpose of Report**

The purpose of this report is to update Council on progress with the Newbattle Centre project, specifically reporting on the following:-

- Submission of the stage 1 report from Hub south east, outlining the key proposals put forward by Hubco in relation to:-
 - Design;
 - Cost (Capital and Revenue); and
 - Programme.
- Inform Council of the current financial position of the Newbattle Centre project and the budgetary implications arising from this;

2 Background

- 2.1** At its meeting on the 26 of February 2013 Midlothian Council authorised the Chief Executive to submit the New Project Request form to Hubco South East, initiating the Newbattle Centre project and allowing development of the design and cost information for the project up to RIBA (Royal institute of British Architects) Stage E to begin.

At its meeting on 25 June 2013, Council approved the following:-

1. *A new build school with enhanced community facilities;*
2. *The retention of all existing leisure, library and community education buildings in the Newbattle Centre catchment area;*
3. *To make a provision of £15.322m in the Capital Plan, this being the Capital Contribution injection into the private sector SPV and the maximum projected amount per ESA 95 regulations.*
4. *Agreed in principle to support the injection of £1.135m into the private sector SPV Subject to further detail on the specific risk and rewards inherent in this investment being brought forward to a further meeting of Council.*

2.2 Hub Procurement Process

An Outline of the Hubco procurement process is detailed in the hub process chart contained in **Appendix A**.

As can be seen from the Hub process chart, the Stage 1 sign off for the project is the first significant milestone which triggers commitment to delivery using the hub procurement route. The Stage 1 Approval by the Council triggers the requirement to pay the stage 1 development fee, which amounts to a sum of £0.374m for the Newbattle Centre. This will become payable within a period of 1 month of the date of Stage 1 Approval.

3 Report Implications

Midlothian Council has now received the Stage 1 report from Hubco South East. The key contents of this report are as follows:-

3.1 Design

The proposed design has been developed through consultation dialogue with the children and staff at the existing Newbattle Community High School and the communities of Mayfield, Easthouses, Newtongrange, Gorebridge and Moorfoot.

The proposed design will provide a high quality learning environment, not only for school pupils but also the wider community. Extensive community and sporting facilities have been incorporated into the design which will result in a first class, fit for purpose facility for the communities of Mayfield, Newtongrange and Gorebridge.

A copy of the proposed elevation drawings are contained within **Appendix B**. Whilst these drawings have been shaped both by the community and planning officials it must be noted that these drawings remain subject to the statutory planning process and therefore may require to be altered following feedback during the formal planning process.

A copy of the proposed site layout drawing is contained within **Appendix C** and the proposed internal layout plans are attached in **Appendix D**. Again these drawings may be subject to alterations during the formal planning process.

A copy of the revised Accommodation Schedule is contained within **Appendix E**. This accommodation schedule is based upon the internal layouts plans contained within **Appendix F**, which have been agreed with both stakeholders and the project board.

3.2 Capital Cost update

In parallel with the architectural design work, Hubco has developed a Stage 1 Cost Plan which provides an estimated Capital Cost for the project. This Cost Plan is based on a RIBA "Stage C" design which includes preparation of general outline requirements. These Stage 1 Cost Plan figures must be regarded as an estimate of project costs at this stage of design and will be subject to a market testing process during Stage 2.

The construction cost of the project, as outlined in Table 7 of the Council Report of 25 June 2013, was estimated to be £31.296m (at a price base of the second quarter of 2014, i.e. Q2 2014).

Since this report was presented to Council, development of the cost information has been undertaken with Hubco.

This has resulted in a revised cost being put forward by Hubco, which was initially significantly above the Council's budget.

Since this point, Council officers have revisited the design specification and agreed a number of areas where "Value Engineering" revisions which can be made that do not affect the experience of the end user of the building. At the same time, Scottish Government have confirmed that additional funding for the replacement of "like-for-like" facilities will be available, even if these facilities are included within the "school metric" of the new facility. In addition, clarification around the grant funding arrangements with Scottish Government has allowed the redirection of Council funds (which were previously earmarked to pay for construction-phase costs and for which the Council has clarified with Scottish Futures Trust will now be funded by Scottish Government) to fund the initial capital cost requirements.

As such, the project can be contained within the existing budgetary provision in the Council's capital plan, as outlined in the Resource Implications section.

A summary of the construction cost movements is shown below:-

Table 1: Capital Cost Movements

Item	Capital Cost £000's
Capital Cost @ Q2 2014 per June 2013 Council Report	31,296
Inflation	1,284
Project Specific Abnormals	1,878
Spend to Save Capital Costs	85
Other Cost Movements	1,899
Subtotal prior to Value Engineering	36,442
Value Engineering	-3,496
Current Hubco Construction Costs @ Q2 2014 Prices	32,946
Allowance for inflation from Q2 2014 to Q4 2014	£270
Projected Hubco Construction Costs @ Q4 2014 Prices	33,216

Inflation

Since the report to Council in June 2013, inflation indices have moved upwards which has resulted in a net upward movement in inflation of £1.284m (+4.1%).

In addition, the projected date of financial close is now the fourth quarter of 2014 (Q4 2014), compared with an earlier date of the second quarter of 2014 (Q2 2014). Hubco have therefore allowed a further inflation uplift in their costings of £0.270m to take the capital cost from current prices (Q2 2014) to the date of financial close (Q4 2014). This allowance for inflation is discussed in more detail in the risk section (4.2) of this report.

Project Specific Abnormals

Previous Council Reports specifically excluded any financial allowance for ground risk, on the basis that site investigation information was unavailable at the time the reports. During the development of the Stage C design it became evident that the Mayfield Complex site had a number of abnormal factors which would have an adverse impact upon budget. These are outlined as follows:-

Grouting

A detailed site investigation has now been completed. The conclusion of this investigation recommends that the area underneath the footprint of the building be grouted in order to stabilise existing mine workings prior to commencement of the build process, costing £0.496m.

Previous council reports excluded any costs associated with ground risk. The New Project Request agreed with Hub South East also excluded any costs associated with ground risk until the site investigation had been completed, to allow the true extent of these costs to be properly ascertained.

Retention/Cut and Fill

The design of the building has been developed in a manner which is sympathetic to the contours of the site. Despite this there remains a requirement to have retaining walls in a number of areas of the site to accommodate a building of this size to be built on site.

The largest retaining wall is located at the rear of the pool, changing area and sports hall to retain the earthworks, this extends the full width of the sports block and returns around the corners of the pool and sports block. The total estimated cost of all retention on site is £0.452m.

Hubco have endeavoured to achieve the optimum cut and fill balance on site. Due to the severe slope on site the cut fill exercise is currently estimated at £0.399m to provide a car park with compliant gradients.

Mass-Fill

Despite the cut fill exercise Hubco inform us that there remains a requirement to import some material to achieve the required gradients for the car park. The cost of importing and spreading this material is £0.82m.

Diving Pool

It was found that due to the introduction of the diving area to one end of the swimming pool, the depth of excavation required to accommodate the diving requirement and the moveable floor hydraulics/wall etc would require to be circa 9.5m.

Hubco reviewed this information against the backdrop of the site investigation. The outcome of this review highlighted that the additional excavation and retention would add approximately £0.450m to the project budget.

Spend to Save Initiatives

The base specification for the project allows for standard lighting to the external areas within the Boundary of the site. Street lighting Policy has now changed with LED lighting becoming the standard. The change of external lighting within the site to LED lighting will add an additional Capital Costs of £0.085m to the project.

These fittings would carry a 15 year warranty which would reduce the potential maintenance costs from the project. LED Lighting would also allow the external lighting to be run from the adoptable lighting network which would help to reduce energy costs as the unit cost for electricity supplied from the adoptable network is circa 50% less than the unit rate applicable from the building supplies. The payback period for these works is estimated to be 8 years. A detailed costing will be undertaken as part of the Stage 2 process.

Other Cost Movements

There are £1.896m (6.1%) of other cost movements that result in the overall construction cost of the project currently sitting above the cost metric provided by SFT. Officers have addressed this additional cost through value engineering works (see below) to bring the project back within budget. Officers will work with Hubco during the Stage 2 /market testing process to further reduce this cost, where possible.

Value Engineering

In order to bring the project back within budget, officers undertook a value engineering process which resulted in the following alterations to the specification. These alterations are all acceptable to the Head of Property and Facilities Management, do not result in an adverse whole-life cost impact, and do not materially impact on the user groups of the building.

Table 2: List of Value Engineering

Item	Capital Cost Saving £000's
Diving Pool	232
Hybrid Frame	640
Natural Ventilation System	534
Corridor Walls	215
Lighting Rafts	102
Furniture Specification Reduction	250
CCTV Coverage	97
Area Reduction	442
Gas Works procured in house	45
Reduction in fees	142
Reduction in contingency	565
Others	232
Total	3,496

3.3 Programme

Hubco's current programme for the development of the Newbattle Centre is as follows:-

Stage 1 Submission	w/c 12 May 2014
Stage 2 Submission	w/c 28 November 2014
Financial Close	w/c 19 December 2014
Construction start	w/c 13 April 2015
Construction Finish	w/c 31 March 2016
Anticipated Opening	w/c 4 July 2016

Enabling works

Given the ground conditions and site topography, there is a large volume of work to be undertaken prior to structural building works being able to commence.

Hubco recommend as part of their Stage 1 submission that remediation of the ground conditions and earth movement works be undertaken in advance of the main contract. This work would commence once planning for the overall scheme, and building warrant for the works to be undertaken were in place.

At present Hubco intend to achieve outline planning consent at the 26 of August 2014 Planning Committee meeting. Therefore if council grant outline planning consent at this meeting, it is possible that enabling works could commence on site towards the end of the summer/early autumn 2014.

The cost of the work is not expected to exceed £3.0m, with the exact value of the enabling works package subject to detailed market testing early in the stage 2 process.

It is likely that a separate design and build contract would be required for any enabling works package. This would require to be linked contractually to the main Design build, finance and maintain contract.

Council officers will work with our legal advisors to ensure that any enabling works contract is developed in line with SFT guidance and complies with the requirements of the DBFM contract.

The value of the enabling works would require to be funded from the Council's capital plan in 2014/15. The value of the capital contribution injected into the project SPV in 2016/17 will then be reduced by an equal compensatory amount, to ensure the Council comply with the Scottish Government funding requirements.

3.4 Update on Funding Competition for South East Region

Typically on a DBFM project, each bidder for the project will run their own funding competition, where they approach the funding market with the financing requirement for the project.

For the Schools for the Future Phase III programme, SFT agreed with all Scottish Hubco's that they would approach the funding market with the financing requirement for all projects that are scheduled to close in Hubco territories between April and December 2014.

The intention of this was to ascertain whether funders would be prepared to resource for a group of projects, or all the projects, in this time period, and commit to senior debt terms.

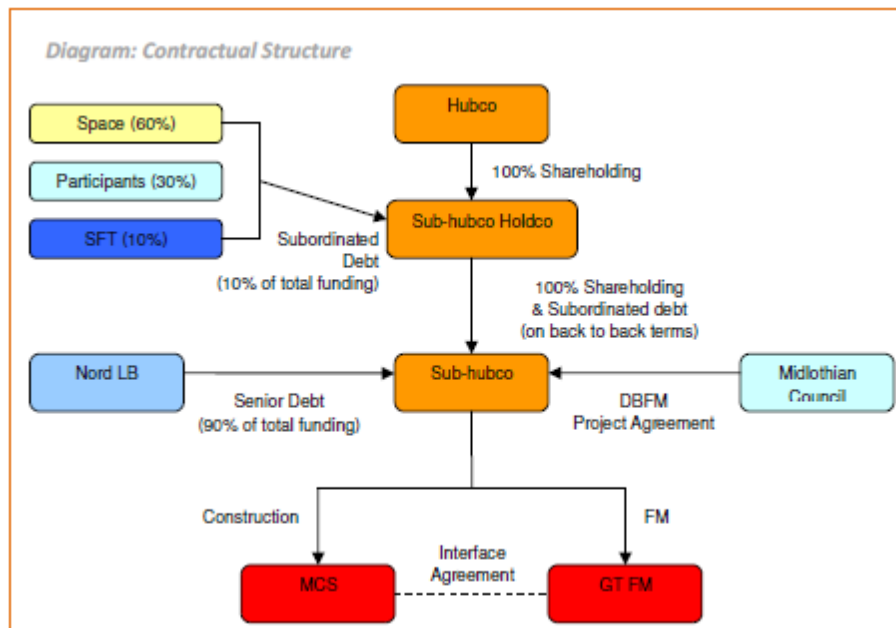
Seven funders responded positively to the invitation, with both Aviva and Nord LB providing the most competitive bids and with both subsequently being selected by SFT as provisional preferred funder to the hub programme. Nord LB have subsequently been selected as provisional preferred funder for the South East territory.

Given the expected economies of scale arising from the national funding competition, it is therefore proposed that Council agree that South East Hubco utilise Nord LB as preferred funder for the Newbattle Centre project. A draft copy of a letter to Hubco, agreeing to the utilisation of Nord LB as funder for the project, and therefore waiving Hubco from running their own funding competition, is attached as **Appendix G**.

The project will be delivered via the Scottish Government's proposed Hubco DBFM route.

The following diagram set out the various financial flows and anticipated Project Funders under this structure:-

Table 3: Proposed Delivery Route and Structure of Special Purpose Vehicle



Note:

MCS = Morrison Construction Services

GT FM = Galliford Try Facilities Management

Participants = City of Edinburgh Council, East Lothian Council, Midlothian Council, Scottish Borders Council, West Lothian, NHS Lothian, Lothians and Scottish Borders Police, the Scottish Fire and Rescue Service (East) and the Scottish Ambulance Service (South East Division)

4 Report Implications

4.1 Resource

4.1.1 Capital Costs

The components of the capital costs of the project were detailed in the 26 February 2013 and 25 June 2013 Council Reports. In summary, the total capital costs for the project are shown below:-

Table 5: Capital Costs of Project

	Scottish Government Funding		Council Funding		Budget
Item	£000's	%	£000's	%	£000's
Construction/SPV Costs					
Hubco advance works package	0	0%	3,000	100%	3,000
Hubco Construction Costs (excluding advance works package)	18,476	61%	11,740	39%	30,216
Private Sector Financial Close/Construction Phase Costs	713	100%	0	100%	713
Total Construction/SPV Costs	19,189	57%	14,740	43%	33,929
Other Capital Costs					
Public Sector Development Costs	0	0%	504	100%	504
Public Sector Enabling Costs	0	0%	1,436	100%	1,436
Public Sector Advisory Costs*	200*	100%*	200*	100%*	200
Total Other Capital Costs	200	9%	2,140	100%	2,140
Total Capital Costs	19,389	54%	16,880	47%	36,069

* Note that the Public Sector Advisory Costs are initially incurred by the Council and will therefore need to be provided for in the Council's Capital Plan; with the Scottish Government providing annual revenue support over a 25 year period to fund these costs.

Scottish Government Funding

The funding support from the Scottish Government for the construction costs of the project is capped at a maximum of £18.476m, as shown in the table below.

Table 6: Scottish Government Funding available for Construction Costs

Item	£000's
Eligible Base Funding (£22,154,000 ¹ x 2/3rds)	14,769
Swimming Pool allowance (£2,000,000 x 2/3rds)	1,333
Replacement of like-for-like facilities ²	714
Subtotal Construction Cost funding	16,816
Inflation on Construction Costs to Stage 2 Submission Date	1,660
Total Construction Cost funding	18,476

¹ 1,060 pupils x 11m2/pupil x £1,900/m2

² Replacement of dance studio, recording studio, hospitality suite, hairdressing salon

This support is will be in the form of an annual revenue grant contribution over the project life (25 years), as a contribution towards the annual unitary charge of the project.

The level of funding from Scottish Government is subject to an inflationary uplift from a Q2 2011 funding base date, to the date of the Stage 2 submission. An estimate of the inflation from Q2 2011 to Stage 2 (Q4 2014) has been included in the table above, of £1.660m or +9.87%, based on the published BCIS indices available at the point where the cost envelope for the project was agreed with Hubco.

Council Funding

The Construction costs of £33.929m will be incurred initially by the private sector Special Purpose Vehicle (SPV), who will be required to source funding from the markets to finance the development and build of the asset.

The Scottish Government will provide funding for £19.189m of these costs, with the Council required to provide funding for the difference (£14.740m).

Under the project's delivery route and the grant funding arrangements stipulated by the Scottish Government, the Council have the option to inject an upfront payment into the SPV, which will allow a proportion of the private sector debt to be repaid (Capital Contribution).

As the Council is able to borrow at lower interest rates than the private sector SPV, it is proposed that the Council will exercise the option to inject a Capital Contribution of £14.740m. This will reduce the amount of private sector debt and reduce the overall cost of the project. Any risk to the Council will be minimised through the injection of public capital only at the end of the construction phase, in line with SFT guidance.

4.1.2 Junior Debt Investment in SPV

Each of the Hubco DBFM projects will be funded through a mixture of senior debt (for this project, Nord LB), and subordinated debt, at an estimated proportion of 90%:10% (which based on a capital cost of £33.216m would require £3.320m of subordinated debt).

The shareholders of Hubco are entitled to subscribe subordinated debt to the project in proportion to their existing shareholding in Hubco, as follows:-

Table 7: Junior Debt Investment Split

Organisation	Sub debt offered	
	%	£000's
Space Scotland Limited	60%	1,992
Public Sector Participants	30%	996
SFT	10%	332
Total	100%	3,320

Such an investment is expected to offer a rate of return of 11%, but will be subject to specific risks in terms of the ability of the project's cashflows to (a) pay the interest/dividend on the investment, and (b) repay the original principal invested.

Each of the Public Sector Participants³ has the opportunity to inject sub-debt in line with their respective shareholding in Hubco. Typically however, only the procuring Council exercise this option. It is expected that none of the other Public Sector Participants will exercise the option to inject sub-debt in the Newbattle Centre project.

With that in mind, it is proposed to bring forward a further paper to Council either as part of the Stage 2 submission, or in advance if required, outlining the key risks and rewards of such an investment.

4.1.3 Capital Receipts and Developer Contributions

The existing Newbattle Community High School is expected to generate a capital receipt, following the demolition of the existing school. The receipt from the sale of this site is included in the financial forecasts and will be utilised to offset the Council Contribution.

Developer Contributions for secondary school infrastructure from sites zoned within the Newbattle Centre catchment area of £3.820m have already been received, with a further £1.331m expected to be received by the opening of the new facility in 2016, totalling £5.151m. All of these receipts can be applied to this phase of the Newbattle Centre project, to fund the increases in capacity from 1050 pupils to 1200 pupils. Further developer contributions will be applied to fund the extension of the school at a later date.

4.1.4 Net Impact on Council's Capital Account

Taking all of the above into account, the net impact on the Council's capital account can be summarised as follows, with a comparison against the position in the June 2013 Council Report shown for comparison purposes:-

³ The Participants are City of Edinburgh Council, East Lothian Council, Midlothian Council, Scottish Borders Council, West Lothian, NHS Lothian, Lothians and Scottish Borders Police, the Scottish Fire and Rescue Service (East) and the Scottish Ambulance Service (South East Division)

Table 8: Net Impact on Council's Capital Account

Item	Current Budgeted Position £000's 13/14-16/17	Revised Costing Position £000's 13/14-16/17
Expenditure		
Development/Enabling/Advisory Costs	1,558	5,140
Capital Contribution to SPV	15,322	11,740
Junior Debt Investment	1,135	996
Total Expenditure	18,015	17,876
Income		
Developer Contributions	-4,739	-5,151
Capital Fund (see note 1)	0	-6,000
Total Income	-4,739	-11,151
Net	13,276	6,725

Note 1: Council at its meeting of 04 February 2014 approved the utilisation of £6m from the Capital Fund to contribute to the cost of the Newbattle Centre.

As noted above, the Council share of the overall capital expenditure of the project can be contained within the original project budget provided to Council in June 2013.

The effect on the Council's loan charges in 2014/15 to 2017/18 (arising from the Capital Account as shown in Table 8 above), are shown in Table 9 below.

Table 9: Revised Loan Charges Implications

Item	2014/15 £000's	2015/16 £000's	2016/17 £000's	2017/18* £000's
Loan Charges Provision in Financial Strategy Report of 4 February 2014	12	55	965	896
Revised Loan Charges	23	77	992	859
Additional Budgetary Implications / (Savings)	11	22	27	-37

* Costings for 2017/18 not included in 4 February 2014 Financial Strategy report

4.1.5 Revenue Costs

The detailed cost assessment has been revised to reflect the latest information to estimate the impact on the Council's revenue budget in the first full year of operation (2017/18) of the new facility. This is shown in the table below, with a comparison against the current budgeted position shown for comparison purposes:-

Table 10: Budgetary Implications in First Full Year of Opening (2017/18)

Item	Current Budgeted Position⁴ £000's	Revised Costing Position £000's	Variance £000's	Notes
Running Cost of New Facility				
Loan Charges	896	859	-37	
Employee Costs*	1,022	982	-40	(a)
Premises/Other Costs	1,513	1,467	-46	(b)
Income	-539	-533	6	(c)
Total Running Cost of New Facility	2,892	2,775	-117	
Contributions from Existing Budgets				
Loan Charges	0	0	0	
Employee Costs*	277	275	-2	
Premises/Other Costs	530	524	-6	
Income	-33	-316	-283	
Total Contributions from Existing Budgets	774	483	-291	
Net Impact on Council's Revenue Budget 17/18	2,118	2,292	174	

**Excludes school teaching, support and admin staff*

- Notes: (a) The saving in the required employee costs for the new facility, compared to the current budgeted position, reflects the additional information available from the staffing required for the Sport and Leisure and Library service at Lasswade.
- (b) The saving in premises costs reflects the reduction in the overall building footprint, which has reduced from 15,714m² to 15,545m².
- (c) The decrease in the overall income expected to be received reflects an assessment of the impact on the loss of income from existing centres following the opening of the new facility.

The following table shows the impact on the Council's revenue budget arising from the project, in comparison to the current budgetary provision included in the Financial Strategy Report for 2015/16 and 2016/17 presented to Council on 04 February 2014.

⁴ £1.464m net impact at 2016/17 prices as per the June 2013 Council Report Section 6.1.7 and 6.1.8, adjusted to reflect minimum additional £0.694m annual provision as noted in Minutes of Council Meeting, and inflated to 2017/18 prices.

Table 12: Net Revenue Impact of Revisions

Item	2014/15 £000's	2015/16 £000's	2016/17 £000's	2017/18* £000's
Net Impact on Council's Revenue Budget – Financial Strategy Report of 4 February 2014	12	55	2,158	2,118
Net Impact on Council's Revenue Budget – revised	23	77	2,046	2,292
Additional Budgetary Implications / (Savings)	11	22	-112	174

* Costings for 2017/18 not included in 4 February 2014 Financial Strategy report

The decrease in the impact on the budget in 2016/17 is based on an opening date of 1 July 2016, meaning the new facility will only be open for part of financial year 2016/17.

As shown above, provision will need to be made in the Council's revenue budget for £11,000 for Loan Charges in 2014/15. The impact on future year's budgets is included in the financial forecasts in the Financial Strategy Report, also on today's agenda.

4.2 Risk

A full copy of the current project Risk Register is contained within **Appendix H** of this report.

Key risks are as follows:-

Market Testing

The pricing report provided at present is subject to market testing of the sub-contractor packages. Once each package has been competitively tendered, should the sum of the packages exceed the project budget it has been agreed with Hubco that the Council will work in partnership with Hubco to value engineer the councils requirements to enable the project to remain within budget.

Inflation

Within the costings, Hubco have included an allowance for inflation of only 1% on cost from the current point in time (Q2 2014) to the projected outturn cost of the project (Q4 2014). This allowance is significantly below the current BCIS All-in TPI inflation rate that the Scottish Government has allowed for in the calculation of the grant funding award.

This allowance therefore carries downside risk should inflation run at a higher rate than allowed for in the cost plan. Should this materialise, it is likely that further value engineering will need to be undertaken to ensure that the project remains within budget.

With that in mind, officers will bring a further report back to Council at the end of the Stage 2 process reporting on the actual movement in inflation in this period compared with the allowance in the Cost Plan.

The actual inflation uplift applied by the Scottish Government on their funding will be subject to the actual published BCIS index at the time of the Stage 2 submission. Therefore, whilst the inflationary uplift from Scottish Government may increase should BCIS indices move upwards from 9.87%, there is a risk that the inflation may drop below 9.87%. In this case, it is proposed that further Value Engineering will be required to bring the project back within budget. This will be reported to Council at that stage.

Programme

The programme submitted by Hubco shows a financial close at Christmas with a start on site early in the new year. The programme is dependent on a number of factors / contributors and therefore should be highlighted as a potential risk at this stage.

Flexibility of contractual structure

The Council, through the “Scotland’s Schools for the Future: Phase 3” programme, will be entering into a long-term contractual arrangement with South East Hubco for the construction and 25 year lifecycle maintenance of a new facility. Should the Council require to instruct any alterations to the buildings during this 25 year concession period, a change notice protocol will require to be followed in which the Council will instruct the SPV to price for the cost of any alteration. Based on experience with other long-term contractual commitments this is typically a costly process due to the limited market competitiveness.

Council Investment in Special Purpose Vehicle

There is a risk that, as an investor into the private sector SPV, that the Council’s return on this investment is not able to be realised in part or in full due to other, higher ranking, calls on the SPV funds. This risk will be mitigated through robust whole life costing during the Stage 2 phase market testing to ensure that the life cycle of the building remains sustainable and so the funding model remains robust throughout the contract period.

4.3 Single Midlothian Plan and Business Transformation

Themes addressed in this report:

- ☒ Community safety
- ☒ Adult health, care and housing
- ☒ Getting it right for every Midlothian child
- ☒ Improving opportunities in Midlothian
- ☒ Sustainable growth
- ☒ Business transformation and Best Value
- ☐ None of the above

4.4 Key Priorities within the Single Midlothian Plan

The new community facility supports a number of outcomes within the Single Midlothian Plan including providing a high quality learning environment, not only for school pupils but also the wider community. Extensive community and sporting facilities have been incorporated into the design which will result in a first class, fit for purpose facility for the communities of Mayfield, Newtongrange and Gorebridge.

4.5 Impact on Performance and Outcomes

The main aim of the Newbattle Community High School project is to improve the quality of the learning environment for pupils and as a result increase both attainment and achievement to the benefit of the pupils themselves and the wider community.

Wider benefits to the set of communities of improved sports and library facilities will be measurable through the council's performance reporting systems.

The project meets the following national and local outcomes and objectives:-

- National Outcome 04: Our Young people are successful learners, confident individuals, effective contributors and responsible citizens
- National Outcome 05: Our children have the best start in life and are ready to succeed.
- National Outcome 10: We live in well-designed places where we are able to assess the amenities and services we need
- National Outcome 15: Our public services are high quality, continually improving, efficient and responsive to local people's needs.
- Divisional Priority 1: Provide increased access to Education and Communities facilities and resources through the Divisional Estate Asset Management Plan.
- Divisional Priority 6: We aim to give children the best start in life and improve life chances of children, young people and families.
- Divisional Priority 7: provide opportunities for people to develop skills for learning, life and work with a continuous focus on literacy, numeracy, health and wellbeing.
- Divisional priority 11: Raise the profile of our services, people and communities through celebrating our achievements and successes.

4.6 Adopting a Preventative Approach

The provision of a high quality learning environment will support the preventive agenda by increasing attainment and achievement of pupils, which improves their prospects of progressing to positive destinations.

4.7 Involving Communities and Other Stakeholders

Appendix I contains an outline of the 14 consultation events undertaken during the stage 1 development process.

The community consultation events took place at the existing Newbattle High School, Gorebridge Library, Newtongrange Library and Mayfield Library.

Events were advertised in the local press and council website to encourage people to attend.

The format of the events were drop in sessions to enable members of the public to pop in and discuss the details of the proposed development at times which suited them.

As part of this first round of events the team also attended local community council meetings to take attendees over the outline proposals and obtain feedback from the local community Councils

Key findings from the first round of events were as follows:-

- Creating safe pedestrian routes to the new school were key for both the Mayfield and Newtongrange. This has been addressed through the design.
- The Mayfield community were keen to ensure that Buggies could easily access the new facility. This has been addressed through the design.
- The Newtongrange community highlighted that Children are likely to use the 'Liney Dykes' as a route to school. This led to concerns over the route the children would take when they came out onto Suttieslea road. This has been addressed through the off- site roads design.
- The Gorebridge Community raised concerns regarding the bus service to the new facility, and requested that representation be made to Lothian buses with a view to the bus company extending their service into the car park of the new building (as per Edinburgh Royal Infirmary).
- All communities noted that they would be keen to see the project provide educational opportunities for local children and employment opportunities for the wider community. Ongoing Morrison Construction are working collaboratively with the school to offer a number of educational benefits to the children.

4.8 Ensuring Equalities

An EIQA has been commenced which will be taken forward in parallel with the development of the design.

4.9 Supporting Sustainable Development

Sustainability will be at the centre of the Newbattle Centre design development. The project has been developed using lessons learnt from the Lasswade Centre to develop the design to provide a sustainable design solution.

4.10 IT Issues

The project allows for IT infrastructure only. All active IT equipment will be subject to development by the operational stakeholders group.

5 Recommendations

It is recommended that Council:-

1. Approve the Hub South East Stage 1 report and agree that the Director, Resources instruct Hub South East to progress with the Stage 2 process (detailed design and market testing);
2. Delegate authority to the Director, Resources to engage Hubco South East Scotland under a separate Design and Build contract during the Stage 2 process to undertake enabling works up to a maximum value of £3.0m (subject to market testing) and authorise the rephasing of provision for these works in the Council's Capital Plan (from 2014/15 to 2016/17) accordingly;
3. Agree to the inclusion of the £0.85m capital costs for the Spend to Save LED Lighting initiative in the overall Hubco Construction Cost total of £33.216m;
4. Note the current financial position of the Newbattle Centre project and agree to:-
 - a) Allocate an additional £11,000 in the 2014/15 budget for loans charges; and
 - b) Note the impact on future years' budgets which is reflected in the 24 June 2014 Financial Strategy Report, also on today's agenda;
5. Instruct the Director, Resources to bring a further report back to Council at the end of the Stage 2 process, reporting on progress to date and outlining the financial implications of the project and that this specifically outlines the risks involved in making a junior-debt investment into the sub-Hubco SPV;
6. Approve the appointment of NORD LB as provisional senior-debt funders for the project following the outcome of the funding competition held by the Scottish Futures Trust.

11 June 2014

Report Contact: Garry Sheret

Name Tel No 0131 561 5249

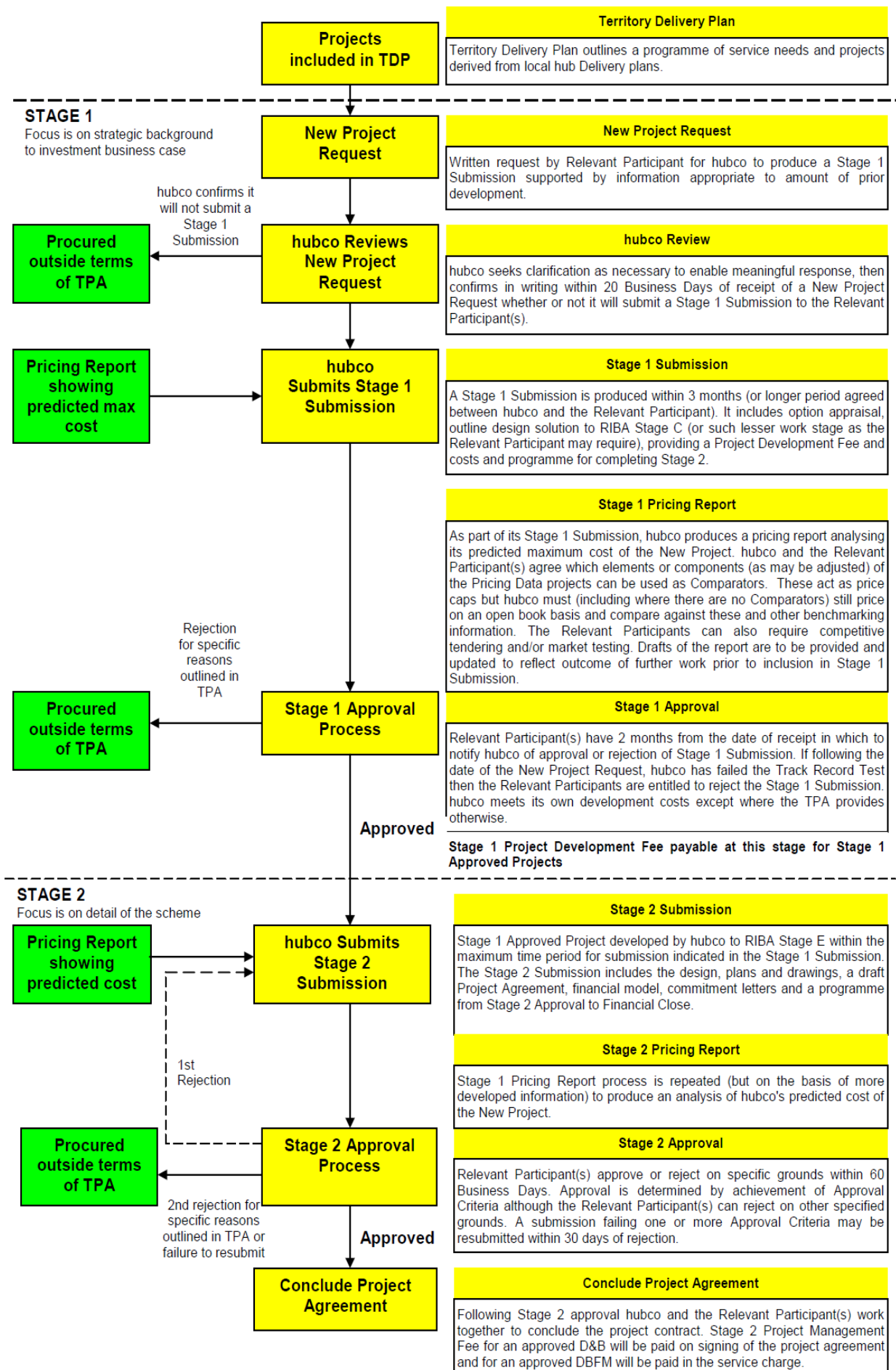
E-mail Garry.Sheret@midlothian.gov.uk

Background Papers:

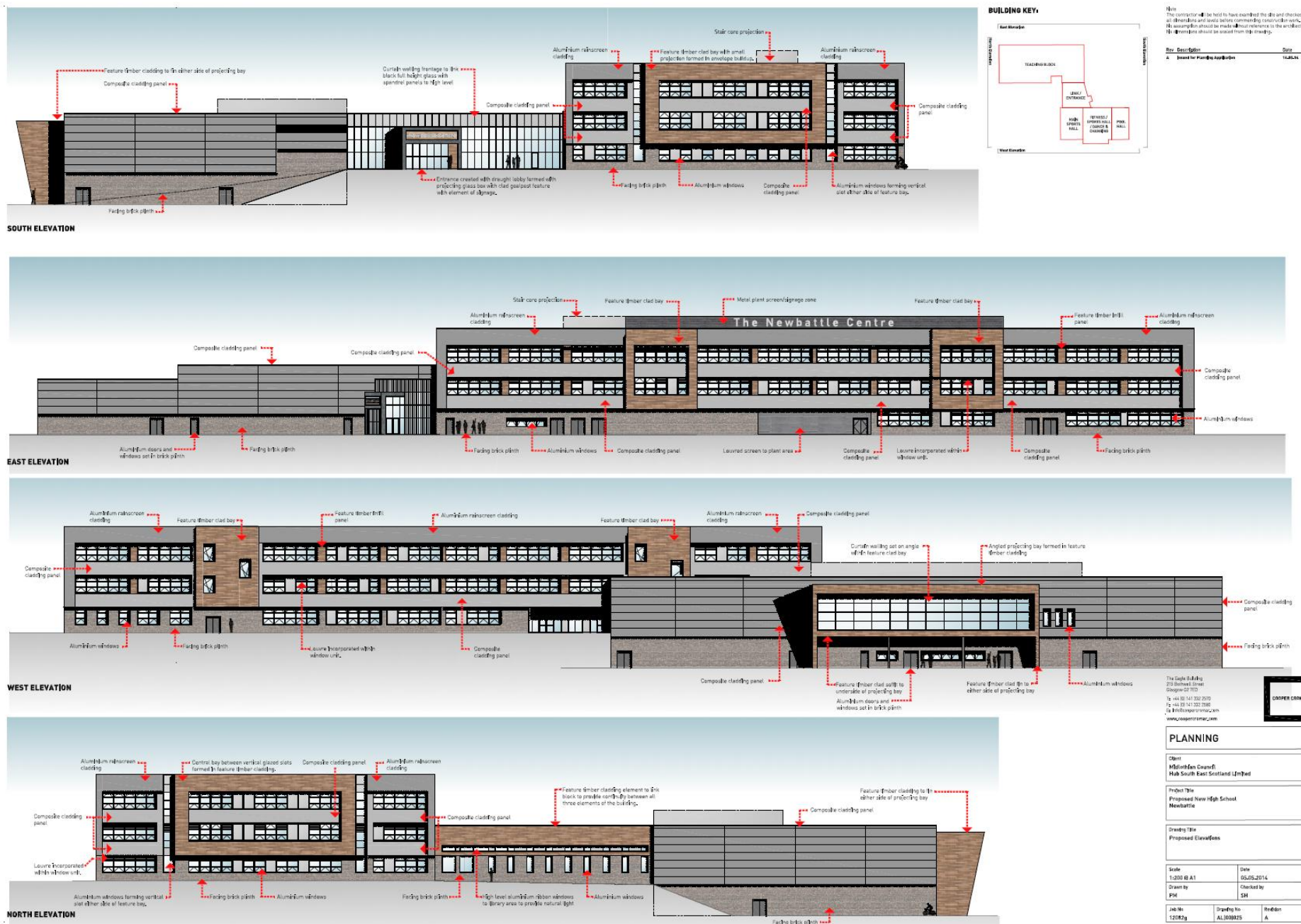
**Hubco Stage 1 Report
Consultation Documents**

List of Appendices

Appendix A	Hubco Procurement Process
Appendix B	Proposed Elevation Drawings
Appendix C	Proposed Site Layout Plans
Appendix D	Proposed Internal Layout Plans
Appendix E	Revised Accommodation Schedule
Appendix F	Internal Layout Plans
Appendix G	Proposed Letter to Hubco Confirming Funding Competition Waiver
Appendix H	Risk Register
Appendix I	Outline of Consultation Events



Appendix B



Note:
The contractor shall be held to have examined the site and checked all dimensions and levels before commencing construction work.
No assumption should be made without reference to the architect.
No drawing should be taken from this drawing.

Rev.	Description	Date	By
-	Drawing created from site survey	05.07.2013	JM
A	Site layout developed following comments from client Note: After discussion with client, the site layout has been revised to include a new playground area and a new sports field area.	06.07.2013	JM
B	Site layout updated to add new sports field area and new playground area. The site layout has been revised to include a new playground area and a new sports field area.	07.07.2013	JM
C	Revised site layout for Stage 1 report	23.07.2013	JM
D	Drawing created following discussion with client Note: The site layout has been revised to include a new playground area and a new sports field area.	16.08.2013	JM
E	Revised site layout for Stage 2 report	13.08.2013	JM



Site Plan as Proposed - 1:1000

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PLANNING

Client
Mullighan Council
Hub South East Scotland Limited

Project Title
Proposed New High School
Newcastle

Drawing Title
Full Site Plan as Proposed

Scale
1:1000 B A1

Date
05.07.2013

Drawn by
JM

Checked by
JM

Job No
12012g

Drawing No
AL000002

Revision
E



	A	B	C	D
1	SFT Schools Project			
2	Newbattle High School			
3	Proposed Accommodation Schedule - Stage 1+			
4	DRAFT			
5				
6				
7	Room Number	Room Name	Gross Internal Area (m ²)	Comments
8	A - Languages (Note : English and Modern Languages - Level 02)			
9	A001		-	
10	A002	Classroom - Modern Languages	60.6	
11	A003	Classroom - Modern Languages	60.6	
12	A004	Classroom - Modern Languages	60.6	
13	A005	Classroom - Modern Languages	60.4	
14	A006	Classroom - English	60.6	
15	A007	Classroom - English	60.6	
16	A008	Classroom - English	60.6	
17	A009	Classroom - English	60.6	
18	A010	Classroom - English	59.0	
19	A011	Classroom - English	60.6	
20	A012	Classroom - English	59.4	
21	A013	Classroom - English	59.4	
22	A014	Classroom - English	59.4	
23	A018	Faculty Store - Modern Languages	20.0	
24	A019	Faculty Store - English	27.4	
25	A021	Flexible Learning Space - Deleted	-	
26	B - Science and Mathematics (Note - Science and Mathematics - Level 01)			
27	B001	Classroom	60.2	
28	B002	Classroom	59.4	
29	B003	Classroom	59.4	
30	B004	Classroom	59.4	
31	B005	Classroom	60.8	
32	B006	Classroom	61.1	
33	B007	Classroom	61.4	
34	B008	Classroom	60.6	
35	B009	Classroom	60.6	
36	B010			
37	B015	Single Labs	73.5	
38	B016	Single Labs	70.0	
39	B017	Single Labs	70.0	
40	B018	Single Labs	68.4	
41	B019	Single Labs	71.6	
42	B020	Single Labs	67.6	
43	B021	Single Labs	67.6	
44	B022	Single Labs	67.6	
45	B023	Single Labs	70.0	
46	B024	Single Labs	71.6	
47	B025	Community/ School ICT	73.9	
48	B026	Flexible Learning Space	50.7	
49	B027	Faculty Store	31.3	
50	B028	Faculty Store	-	
51	B029	Faculty Store - Maths	15.8	
52	B030	Faculty Store	-	
53	B031	Preparation	60.2	
54	B031A	Chemical store	26.6	
55	B032	Senior lab	31.8	
56	C - Social Subjects (Level 02)			
57	C001	Classroom	62.4	
58	C002	Classroom	61.7	
59	C003	Classroom	60.4	
60	C004	Classroom	59.4	
61	C005	Classroom	59.4	
62	C006	Classroom	59.4	
63	C007	Classroom	59.8	
64	C008	Classroom	60.6	
65	C013	Faculty Store	-	Note:Included within S004 total
66	C014	Faculty Store	18.1	
67	C015	Faculty Store	19.9	
68	C016	Faculty Store	-	
69	D - Technology (NOTE - Faculty Split - CDT Level 00/ Computing Level 01+02 - HE Level 01)			
70	D001	Computer/ Bus Studies Classroom	68.0	
71	D002	Computer/ Bus Studies Classroom	68.0	
72	D003	Computer/ Bus Studies Classroom	68.0	
73	D004	Computer/ Bus Studies Classroom	68.0	
74	D007	Food Classrooms	83.7	
75	D008	Food Classrooms	85.2	
76	D010	Food classroom (Previously Fabric Classroom)	85.2	
77	D011	Fabric Classrooms	70.2	
78	D012	CDT IT Room	70.8	
79	D013	CDT IT Room	70.8	
80	D014	Hospitality Suite / Staff lounge	132.3	
81	D015	Prep Room (was previously Laundry)	20.8	
82	D016	Cold Store	18.8	
83	D017	Food Store	18	
84	D019	New CDT IT Room (previously Fabric Store number)	58.6	
85	D020	Business centre store	7.1	
86	D021	Model Store	15.7	
87	D022	Model Store	-	
88	D023	Vocational Work Area	33.3	
89	D024	Workshop (Multi purpose)	89.7	
90	D025	Workshop (Multi purpose with Hot Area)	89.7	
91	D026	Faculty Store	-	
92	D027	Faculty Store	-	
93	D028	Faculty Store	-	
94	D029	Wood/ Metal Store and Preparation Room	78.9	
95	D030	New Workshop	89.7	

	A	B	C	D
1	SFT Schools Project			
2	Newbattle High School			
3	Proposed Accommodation Schedule - Stage 1+			
4	DRAFT			
5				
6				
7	Room Number	Room Name	Gross Internal Area (m ²)	Comments
96	E Support for Learning (Guidance, LS, ASN) and health Facilities (NOTE -Mainly located at Level 00 but spread throughout building)			
97	E001	Guidance Classroom	60.6	
98	E002	Guidance Classroom	67.3	
99	E003	Medical Suite/ Visiting Services	16.6	
100	E004			
101	E005			
102	E006	Hygiene Room - Dis Toilet with Hoist/ Shower	19.2	
103	E007	Interview Room	11.0	
104	E008	Interview Room	15.6	
105	E009	Interview Room	10.7	
106	E011	Secure Record Storage	9.5	
107	E012	Secure Record Storage	-	
108	E013	Office /Medical Suite combined waiting area	20.0	
109	E014	Guidance/Behaviour Base	78.8	
110	E015	Guidance office	12.8	
111	E016	Behaviour Base (now combined)	-	
112	E017	SFL/ Behaviour Base	59.4	
113	E018	Tutorial Room	12.9	
114	E019	Tutorial Room	15.7	
115	E020	SFL Classroom	60.7	
116	E021	Flexible learning (balcony) - deleted	-	
117	F - Arts, Music and Drama Faculty (NOTE : Faculty Split - Music/ Drama Level 00 - Art Level 03)			
118	F001	Art Studio inc. Storage	70.7	
119	F002	Art Studio inc. Storage	70.7	
120	F003	Art Studio inc. Storage	71.5	
121	F005	Art Studio inc. Art Ceramic and Storage	88.5	
122	F006	Art Resources and A/V	32.3	
123	F007	Art Kiln	29.4	
124	F008	Art Faculty Store	16.0	
125	F009	Music Classroom in Storage	63.8	
126	F010	Music Classroom in Storage	63.8	
127	F011	Music Classroom in Storage	64.9	
128	F012	New Music store off F011	7.8	
129	F013	Music Practice	9.0	
130	F014	Music Practice	10.8	
131	F015	Music Practice	15.3	
132	F016	Music Practice	8.4	
133	F017	Music Practice	10.2	
134	F018	Music Store Small	8.5	
135	F019	Music Store Large	50.4	
136	F020	Music Recording Studio	36.9	
137	F021	Drama Classroom	68.0	
138	F023	Faculty Store	9.8	
139	F024	Faculty Store	-	
140	F025	New Music Classroom in Storage	63.8	
141	H - Technical			
142	H001,002	Assembly Hall	395.4	
143	H003	Senior Social Space	68.0	
144	H004	Bleacher seating Store Level 00	18.0	
145	H005	Hair dressing salon - Vocational	33.3	
146	H006	Kitchen (sub areas as dwg)	211.0	
147	H007	Dining	500.5	
148	H007A	Satellite Servery 1	14.2	
149	H007B	Satellite Servery 2	15.2	
150	I - Pupil Toilets inc. Disabled (Note: Gross for typical core accessible is 5.5m²)			
151	I 001	Ground Floor Male A	27.8	
152	I 002	Ground Floor Female A	27.8	
153	I 003	First Floor Male B	27.7	
154	I 004	First Floor Female B	27.7	
155	I 005	Second Floor Male	28.3	
156	I 006	Second Floor Female	27.8	
157	I 007	Ground Level - Staff WC (Core A)	6.0	
158	I 008	Ground Level Accessible (Core B)	5.2	
159	I 009	Ground Level Accessible (Core C)	5.4	
160	I 010	Ground Level - Staff WC (Core D)	6.6	
161	I 011	First floor Level - Staff WC (Core A)	6.1	
162	I 012	First floor Level Accessible (Core B)	5.2	
163	I 013	First floor Level Accessible (Core C)	5.4	
164	I 014	First floor Level - Staff WC (Core D)	6.6	
165	I 015	Second floor Level - Staff WC (Core A)	6.1	
166	I 016	Second floor Level Accessible (Core B)	5.2	
167	I 017	Second floor Level Accessible (Core C)	5.4	
168	I 018	Second floor Level - Staff WC (Core D)	6.5	
169	I 019			
170	I 020			
171	I 021	Pupil/ Community Male	26.9	
172	I 022	Pupil/ Community Female	26.9	
173	I 023	Accessible WC	5.5	
174	I 024	Assisted WC (in link)	4.8	
175	I 025	Outdoor Change Accessible	8.7	
176	I 026	WC	3.1	
177	I 027	Dis Change	9.4	
178	I 028	Accessible change	17.9	
179	J - Conference & Multi Faith			
180	J001	storage area	21.2	
181	J003	Toilet	4.3	
182	J004	Toilet	4.9	
183	K - Senior Management Team (Note: All SMT offices made same size at 12m²)			
184	K001	Head teachers Office	19.7	
185	K002	SMT Office	11.3	
186	K005	SMT Office	11.3	

Appendix E

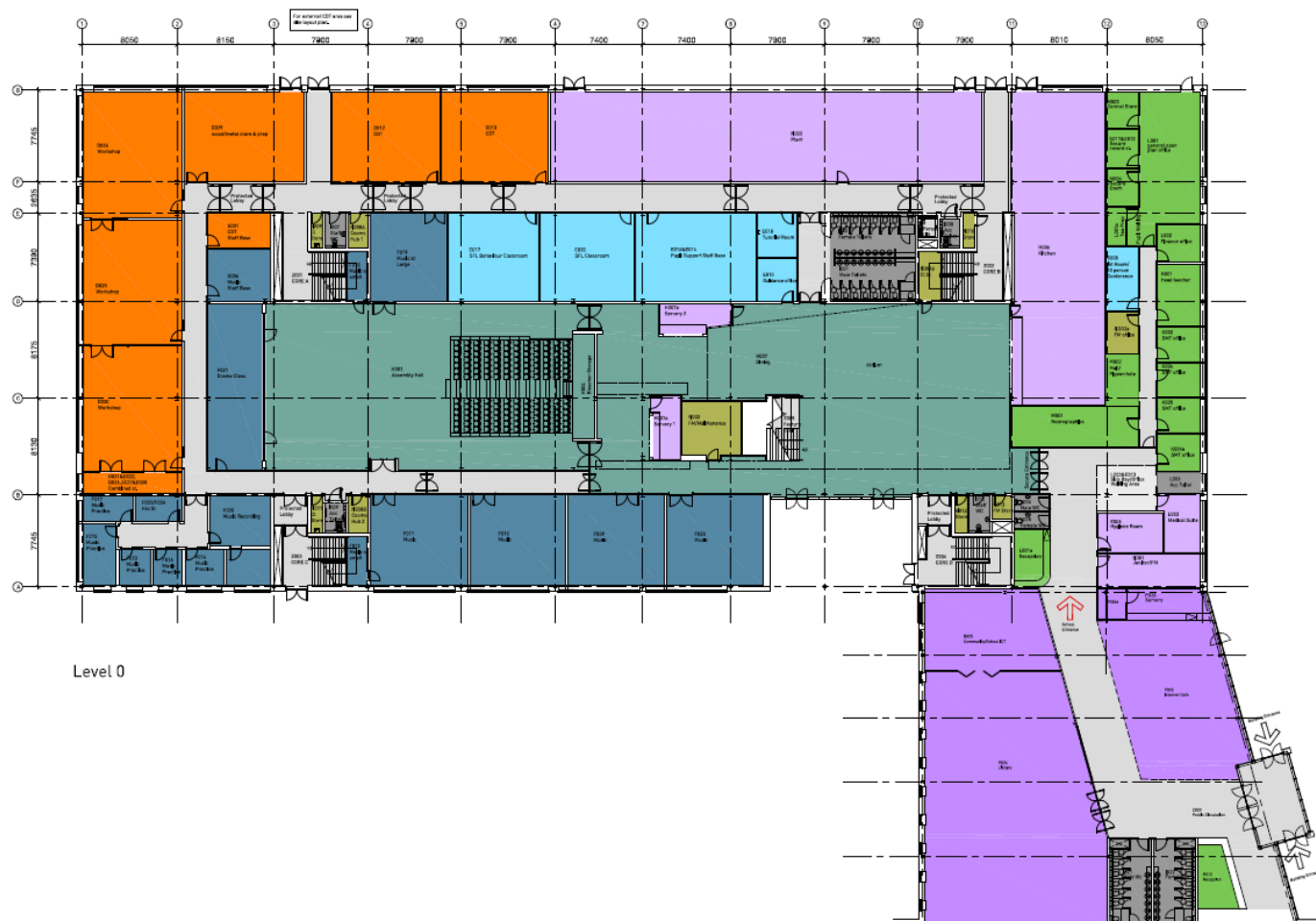
	A	B	C	D
1	SFT Schools Project			
2	Newbattle High School			
3	Proposed Accommodation Schedule - Stage 1+			
4				
5	DRAFT			
6				
7	Room Number	Room Name	Gross Internal Area (m²)	Comments
191	L - Administration			
192	L001	General Open-Plan Office	64.0	
193	L001A	Reception Desk	15.0	
194	L001B	Open-Plan Office tea prep	6.0	
195	L002	Finance office	12.0	
196	L003			
197	L004	Staff Visitors Toilets	4.7	
198	L005	Staff Visitors Toilets	4.6	
199	L006	Disabled Toilet	6.7	
200	L007	Kitchen/ Dining/ Cloak Area - deleted	-	
201	M - Reprographics and Central Storage			
202	M001	Reprographics/ Printing Room	38.3	
203	M002	Mail Pigeon Hole System	12.4	
204	M003	Central Store	8.7	
205	M004	Secure Store for Exams	8.9	
206	N - Janitorial			
207	N001	Janitors/ FM Office	26.0	
208	N002	FM (Maintenance Store)	23.7	
209	N002a	FM office	10.0	
210	N003	Plant	280.0	
211	N004A	Cleaners Cupboards	8.0	
212	N004B	Cleaners Cupboards	9.2	
213	N004D	Cleaners Cupboards	10.1	
214	n004 e	Cleaners Cupboards - Deleted	-	
215	n004 f	Cleaners Cupboards - Deleted	-	
216	N005	Work Base IT Technician	10.1	
217	N006	Stores	10.0	
218	N007	Stores	-	
219	N008	ICT School Hub	30.8	
220	N008A	Comms Hub 1 - ground	5.7	
221	N008B	Comms Hub 2 - ground	6.3	
222	N008C	Comms Hub 3 - first	5.7	
223	N008D	Comms Hub 4 - first	6.2	
224	N008E	Comms Hub 5 - second	5.7	
225	N008F	Comms Hub 6 - second	6.2	
226	N008G	Comms Hub 7 - sports block	6.4	
227	N009	Store (Core A)	6.0	
228	N010	Store (Core B)	3.9	
229	N011	Store (Core C)	4.3	
230	N012	Store (Core D)	4.4	
231	N013	Store (Core D - GF)	4.0	
232	N014	Store (Core D - FF)	4.0	
233	N015	Store (Core D - SF)	4.0	
234	P - Physical Education, Sport and Leisure & Community Facilities (SC, LC and PHCC)			
235	P001	Outdoor Education Store room	27.9	
236	P001A	Laundry	14.8	
237	P002	Games hall 6 court	863.9	
238	P003	gym	218.7	
239	P004	dance studio	250.9	
240	P005a	gym storage	19.0	
241	P005b	gym storage	22.1	
242	P006a	games hall storage	56.7	
243	P007	Pool Hall	537.9	
244	P008	Pool Change Village	194.6	
245	P008a	Pool changing, Female WC	8.7	
246	P008b	Pool changing, Male WC	8.6	
247	P008c	Pool changing, Cleaners Store	5.7	
248	P008d	Pool changing, Shower area	32.5	
249	P008e	Pool changing, lobby	8.0	
250	P009a	Spa Area	41.1	
251	P009b	Pool plant	56.5	
252	P009c	Pool store	43.7	
253	P009d	Plant	21.9	
254	P010a	Fitness Room	348.5	
255	P010b	Weights area	-	Note:Included within P010a total
256	P010c	Spin studio	-	Note:Included within P010a total
257	P011	community room	91.6	
258	P011a	community room kitchen	6.2	
259	P012	Community reception (Link)	20.5	
260	P013	community changing rooms @ 40m2 each	40.0	
261	P014	community changing rooms @ 40m2 each	38.7	
262	P015	dry changing rooms	38.9	
263	P016	dry changing rooms	39.4	
264	P017	dry changing rooms	39.5	
265	P018	dry changing rooms	38.8	
266	P019	Changing for Outdoor	59.7	
267	P020	Changing for Outdoor	53.8	
268	P021	Community manager office	14.6	
269	P022	Steam Room	19.5	
270	P023	Sauna	18.8	
271	P024	Library	302.0	
272	P025	Internet café	128.5	
273	P026	Internet café Servery	24.7	
274	P027			
275	P028			
276	P029			
277	P030	PE consumables store	4.3	
278	P031	Sport & Leisure Staff Base	57.2	
279	P032	Sport & Leisure Staff Changing lobby	-	Note:Included within P031 total
280	P032a	Sport & Leisure Staff Male Changing	-	Note:Included within P031 total
281	P032b	Sport & Leisure Staff WC	-	Note:Included within P031 total
282	P032c	Sport & Leisure Staff Female Changing	-	Note:Included within P031 total
283	P033	PE Staff Base	51.5	
284	P034	PE Staff Office	13.6	

	A	B	C	D
1	SFT Schools Project			
2	Newbattle High School			
3	Proposed Accommodation Schedule - Stage 1+			
4	DRAFT			
5				
6				
7	Room Number	Room Name	Gross Internal Area (m ²)	Comments
290	P037	Pool Mezzanine Plant Area	87.2	Note:repositioned from central central mezz area
291	P038			
292	P039			
293	P040			
294	P041	PE classroom	78.1	
295	S - Staff Bases and facilities			
296	S001	CDT staff base	17.0	
297	S002	Science staff base	34.3	
298	S003	staff resource base	26.2	
299	S004	Social subject staff base	42.0	
300	S005	Combined staff base	82.0	
301	S006	Music staff base	24.9	
302	S007	Maths staff base	21.7	
303	T - General facilities			
304	T001	Time out room	48.2	
305		Ancillary areas (Risers, lifts etc)	144.0	
306				
307	Z - Circulation			
308	Z001	Teaching Block Stair Core A		
309	Z002	Teaching Block Stair Core B		
310	Z003	Teaching Block Stair Core C		
311	Z004	Teaching Block Stair Core D		
312	Z005	Teaching Block Feature Stair Core E		
313	Z006	Community Block Stair Core F		
314	Z007	Community Block Stair Core G		
315	Z008	Community Block Stair Core H		
316	Z009			
317	Z010	Entire teaching block circulation inc. link	2,433.3	NOTE: Total of calculated circulation area
318	Z020			
319	Z030	Community circulation space including PE circulation space	436.6	NOTE: Total of calculated circulation area
320				
321				
322	External Facilities			
323		grass football/rugby pitch		1 number
324		3G MUGA for competition football and rugby training		1 number
325				
326				
327	GIFA TOTALS			
328		Entire gross internal floor area for development	15,545.0	
329				
330				

Appendix F

Note:
The contractor will be held to have searched the site and checked all dimensions and levels before commencing construction work.
No assumption should be made without reference to the architect.
No dimensions should be copied from this drawing.

Rev	Description	Date	By
A	Initial design	17/12/14	PM
B	Issue for Stage 1 report	25/01/15	PM
C	Issue for Planning Application	09/05/14	PM



Level 0

Legend:

- Craft
- Music/Drama
- Offices
- Ancillary accommodation
- Facilities Management
- Dining/Assembly/Social
- Toilets
- Support for Learning
- Community Facilities
- Circulation

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PLANNING		
Client	Midlothian Council Hub South East Scotland Limited	
Project Title	Proposed New High School Newbattle	
Drawing Title	Teaching Block Ground Floor Plan as Proposed	
Scale	1:200 @ A1	Date 10/12/2013
Drawn by	PM	Checked by SH
Job No	12082g	Drawing No AL000010
		Revision C

Note:
The contractor shall be held to have examined the site and checked all dimensions and levels before commencing construction work.
No assumption should be made without reference to the architect.
No dimensions should be scaled from this drawing.

Rev	Description	Date	By
A	Initial site inspection	11/01/14	PM
B	Issued for Stage 1 report	20/01/14	PM
C	Issued for New High School	20/01/14	PM



Level 1

Legend:

Maths	Food/Fabric	Science/Labs	CDT/ICT	Facilities Management	Toilets	Support for Learning	Staff Base	Circulation
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PLANNING

Client
Mellisham Council
Hub South East Scotland Limited

Project Title
Proposed New High School
Newcastle

Drawing Title
Teaching Block
First Floor Plan as Proposed

Scale 1:200 @ A1	Date 10/12/2013
Drawn by PM	Checked by SH
Job No 12082g	Drawing No AL000011
	Revision C

Appendix F

Note
The contractor shall be held to have examined the drawings and checked all dimensions and levels before commencing construction work.
No assumption should be made without reference to the architect.
No dimensions should be scaled from the drawing.

Rev	Description	Date	By
A	Full design submitted to the department as per approved design of works.	08/01/14	PM
B	Final design submitted	11/01/14	PM
C	Issued for Stage 1 report	20/01/14	PM
D	Issued for Planning Application	08/02/14	PM



Level 2

Legend:

	English/Modern Languages
	Social Studies
	Art
	Ancillary accommodation
	Facilities Management
	Dining/Assembly/Social
	Toilets
	Support for Learning
	Vocational/Business studies
	Staff Base
	Circulation

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PLANNING

Client
Midlothian Council
Hub South East Scotland Limited

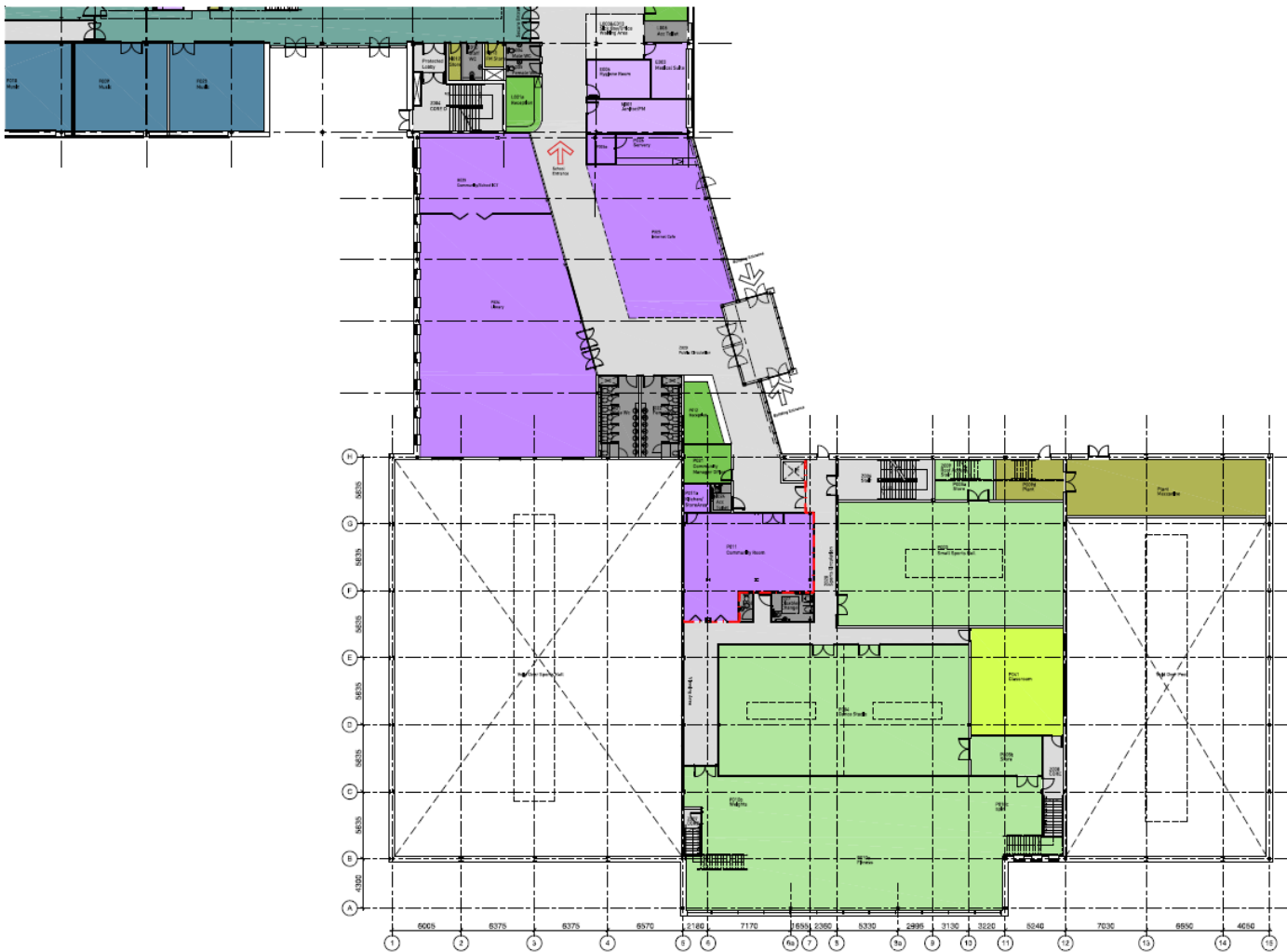
Project Title
Proposed New High School
Newcastle

Drawing Title
Teaching Block
Second Floor Plan as Proposed

Scale 1:200 @ A1	Date 10.12.2013
Drawn by PM	Checked by SH

Job No 12082g	Drawing No AL000012	Revision 0
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Appendix F



Note:
The contractor will be held to have examined the drawing and checked all dimensions and levels before commencing construction work. All dimensions should be made without reference to the architect. All dimensions should be scaled from the drawing.

Rev	Description	Date	By
A	Issue for design	10/12/13	PM
B	Revised drawing	10/12/13	PM
C	Issue for design	10/12/13	PM

Legend:

- Separation between public & sports
- Sports Facilities
- Classroom
- Offices
- Ancillary accommodation
- Plant/Facilities Management
- Toilets
- Community Facilities
- Circulation

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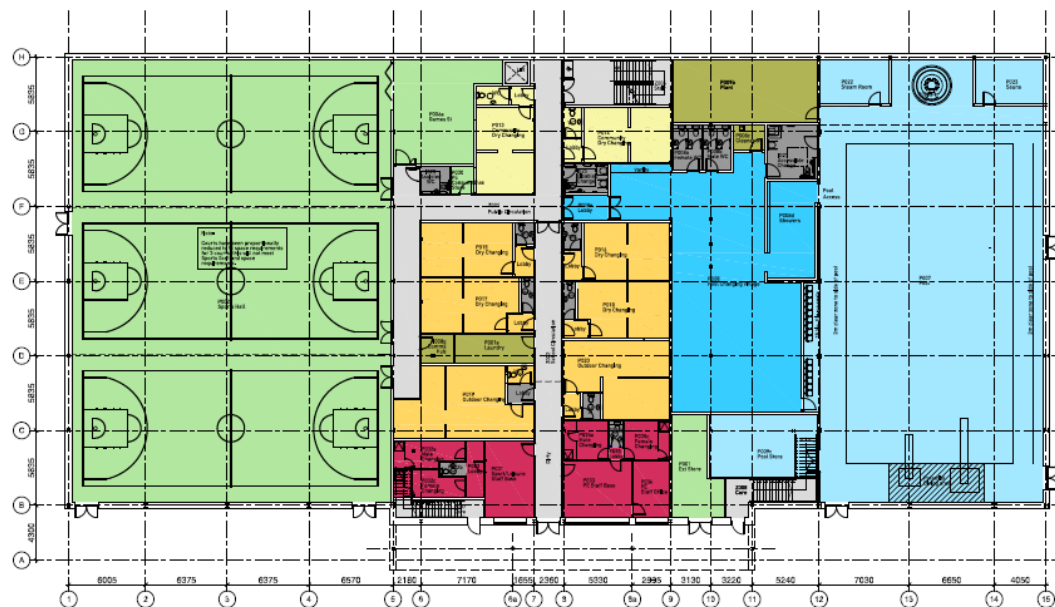


PLANNING		
Client: Hickman Council Hub South East Scotland Limited		
Project Title: Proposed New High School Newcastle		
Drawing Title: Sports Block Ground Floor Plan as Proposed		
Scale: 1:200 @ A1	Date: 10/12/2013	
Drawn by: PM	Checked by: SH	
Job No: 12082g	Drawing No: AL0000114	Revision: C

Appendix F

Note:
The contractor will be held to have examined the drawings and checked all dimensions and levels before commencing construction work.
No assumption should be made without reference to the architect.
No dimensions should be taken from this drawing.

Rev	Description	Date	By
A	Initial design removed from games store	08/01/14	PM
B	Revised for design report	08/01/14	PM
C	Revised for Planning Application	08/01/14	PM



Legend:

- Separation between public & sports
- Sports Facilities
- Pool/Spa Facilities
- Pool changing
- School changing
- Public Changing
- Plant/Facilities Management
- Toilets
- Staff Bases
- Circulation

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PLANNING		
Client Midlothian Council Hub South East Scotland Limited		
Project Title Proposed New High School Newbattle		
Drawing Title Sports Block Lower Ground Floor Plan as Proposed		
Scale 1:250 @ A1	Date 10.12.2013	
Drawn by PM	Checked by SH	
Job No 12092g	Drawing No AL000015	Revision C

Property & Facilities
Management
Midlothian Council
Dundas Buildings
62a Polton Street
Bonnyrigg
EH19 3YD

Resources Directorate

Director
John Blair

Midlothian

9 June 2014

Hub South East Scotland Limited
55 Melville Street
EDINBURGH
EH3 7HL



Dear Sirs

Nord LB Funding Waiver

Midlothian Council understands that the Scottish Futures Trust have included the Newbattle Centre within a competition to provide aggregated senior debt funding for a number of projects within the Territory, rather than for individual projects. As a result of this competition, Nord LB have been selected as the preferred senior debt funding provider for this Territory.

Midlothian Council hereby gives notice that it is a Specific Requirement of this project that Nord LB be appointed as preferred funder to provide the senior debt for this Project on the terms offered to Scottish Futures Trust and, provided that Nord LB do not change such terms, Hubco's obligation to seek funding terms for senior debt from a shortlist of funders is deemed to have been fulfilled by the Scottish Futures Trust funding competition.

Hubco's appointment of Nord LB should reserve the right to replace them in the event that Nord LB are unable to hold their terms until financial close and if that event occurs the relevant provisions of the Project Development Partnering Services Method Statement shall apply.

Yours faithfully

Maurice McCann
Project Manager
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Our Ref:

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HUB SOUTH EAST SCOTLAND / MIDLOTHIAN COUNCIL
THE NEWBATTLE CENTRE
PROJECT RISK REGISTER

Date:

02 April 2014

17 Risk Register



Nº	ENTRY DATE	RISK CATEGORY	RISKEVENT	RISK DESCRIPTION	Likelihood	Impact	Score	RISK OWNER	RESPONSE	TARGET COMPLETION DATE	STATUS	COST	COST	Probability	Impact	COST	Probability	Impact	COST	COMMENTS / UPDATE
					L	I	L x I													
1	7-Aug-13	CD	Securing site to build	Risk that Council are not able to agree a deal to buy the land either in line with the project programme or in line with the cost allowance plan that off-site works to clear the allocated budget allowances, works are being carried out directly by Council.	1	5	5	MC	Site agreed, no issues foreseen.		Closed	0.00								
2	7-Aug-13	Fin	Off-site development works	Risk that off-site works to clear the allocated budget allowances, works are being carried out directly by Council.	2	4	8	MC	M/C: undertaking off site works.		Closed	2								Provisional allowance in 2014 MC risk.
3	7-Aug-13	CD	Aspiration management	Risk that the aspirations of the new facilities cannot be managed in line with the project that is being developed within the project parameters.	2	3	6	HUB	The project is working to the widely published STT guidelines from a design and funding perspective. All stakeholders are aware of this.		Open									
4	7-Aug-13	D	Scope of FFE is incomplete - coordination between FFE and Services. RISK for services etc.	Particular requirements not fully detailed at design phase therefore having a subsequent influence impact on the scope, design, coordination and programme at a later date.	2	3	6	MC	The Participant has issued a Project Brief, Communication Schedule and Start Room Data Sheets based on the design. These will require to be monitored against the emerging Contractors Proposals.		Ongoing	0.00								Cost plan includes FFE allowances beyond quoted cost based on impact cost per m2. VE also included in allowances. All parties to meet within agreed spec and cost allowances. FFE scope may impact 3.3. detail.
5	7-Aug-13	D	Interface between base build and specialist FFE	Interface challenges are not fully addressed at design phase to accommodate specialist FFE. This resulting in increased change at a later date.	2	4	8	DC	Remove all FFE requirements are in MC brief 5. Initially captured in FFE MC to procure specialist FFE supplier early in the design process to ensure coordination between FFE & design proposals. Ongoing FFE requirements to coordinate with MC during Stage 1.	Stage 1 for FFE requirements postponed to start Stage 2.	Ongoing	0.00								
6	7-Aug-13	CD	Conflict between stakeholders	Disagreement between parties on elements of project that having an adverse impact on cost programme.	3	3	9	MC	Full FFE Consultation process will be undertaken before submission of Detailed Planning Application. No sensitive neighbours are expected however any issues will be addressed during FFE consultation to ensure serious determination of the Planning Application.		Open	2.00								Management of any conflicts.
7	7-Aug-13	CD	IT briefing - Thin / Thick client decision impacts design	Late IT briefing impacts design, programme and cost.	2	3	6	MC			Open	2.00								Costs include for standard IT infrastructure only.
8	7-Aug-13	CD	Funding security	Risk that funding for project is withdrawn by SFT (Scottish Government) / Government and another MC/Owner may.	1	5	5	HUB	Hub/Participant working to meet the various requirements detailed in their funding letter from SFT in accordance with the Schools for Future Programme. Ongoing dialogue/participation in workshops with SFT to confirm same will be met/achieved.		Open									SFT 2013 funding proposals. On the order of 100,000,000.
9	7-Aug-13	Fin	FFM and operation costs within Project Affordability	Risk that the FFE costs are not developed and reviewed in line with design/program development and gets to a point where projects unaffordable.	2	2	4	QTR			Open	150k								Available has paid which may impact FFE and MC cash stage 1 will highlight issue.
10	7-Aug-13	Fin	Cost Plan includes works and items and other inputs, including % allowance on Tender Price Inflation. Level of Contingency at stage 1 - covering of abnormality - Cost plan is based on Stage 1 outline information (this amended by Stage 1 developed negotiations) - Risk of cost increase on 15% allowance	Market testing of principal rates to be carried out when design information is at relevant stage. Monitoring at each stage. Note FFE factors to be monitored as market changes. Design Team and Client to review Cost plan.	3	3	9	GT/25/MOR	Market testing of all elements at all design stages. Framework generally runs cost for items in addition to Prime Cost, Prime Cost to be monitored as design develops. Stage 2 procurement will target in scope cost elements early to manage inflation up, M and E services, risk impacts on other stage elements.		Open	990,000			990,000	75,000k	450,000,000			Stage 1 funding major factor to SFT when stage 2 submission anticipated. Cost plan target inflation allowance on prime cost for 2014/15 of 20%, with advance works summer 14 - inflation to be managed from 2015/16 onwards and could be 3.5% based on 2% annum, i.e. over 2% higher than cost plan risk to be managed by supply chain coordination. Refer cost case summary for 2014.
12	7-Aug-13	Fin	Provisions to Cost Plan	Costs impacted by workshop not agreed	2	4	8	GT/25/MOR	Scope of works to be defined and coded in particular with regard to off-site works, extent of FFE provisions to be agreed.		Open									Stage 1 scope developed and agreed, all the scope excluded - refer contingency.
13	7-Aug-13	II	Limits for groundworks and foundation design based on limited ID information	Risk that full ground information is unavailable and results in design assumptions being made resulting in potential cost profile.	2	3	6	ASP	Site investigations completed by Maxon 2 items. Maxon recommendations incorporated within Stage 1 design.		Open	50,000.00	50,000.00	50,00k	25,000.00					Stage 1 reflects ID information - allow for unknown unknowns.
14	7-Aug-13	D	Contamination Issues on site	Cost of dealing with any contamination in ground and below existing buildings.	2	3	6	AMP/MC	Chemical analysis of soil samples did not identify any elevated concentrations above relevant human health risks. Toxic levels of PNU were recorded within the areas of 18. Remediation works will not require any remedial measures, but landscaped areas will require a coping layer of 500mm of mist soil to be added over the fill deposits to protect the risk to future site users. Laboratory analysis recorded potentially mobile sulphate and elevated levels of copper within the fill deposits. However, as the shallow groundwater beneath the site is understood to be perched and immobile, the risk to the water environment is considered to be low. Based on the ground conditions and chemical analysis, it is likely that standard LRVG pipework will be adequate for the water supply. However a further assessment will be necessary in accordance with the BROW guidelines, with additional sampling and testing to be undertaken along the road frontage, adjacent to the site.		Open	0.00							Cost and fill measures include topsoil which will be used to target causing layer on fill deposits. Stage 2 to identify any areas of soil works requiring mapping. PNU and the works provides, causing to other areas.	
15	7-Aug-13	Cap	Way leaves - obtaining wayleaves and risk incurred by others - this is a corporate risk on cost	Wayleaves required for utilities etc.	2	3	6	MC			Open									Utilities contacted in stage 1 - no response received.
16	7-Aug-13	Cap	Rights of way - for pedestrians across site impacting design and security issues	Requirement for maintaining existing rights of way in design and cost.	1	3	3	MC	Early identification of required wayleaves will allow MC to agree with utility provider. The routing of paths within scope.		Open									M/C may choose to carry out diversion.

Appendix H

1. Risk Register

17	1-Aug-13	D	SEPA and Scottish Water requirements for drainage design and wastewater	Identify SUDS within cost plan, cost plan assumes Mary Burn connection NOT subject and settled area	Development Impact Assessment submitted. Response received from Scottish Water. Final drainage flows and water demand which GSSR are dealing with. A follow-up meeting was held with Scottish Water where the principles of the drainage and SUDS strategy were agreed. Surface water to discharge to the Mary Burn adjacent to the site boundary which is owned by Motherhood Council. Development surface water discharge flow confirmed to Council for assessment.	3	4	8	ADP	Open	35,000.00	35,000.00	10.00%	11,500.00			Seek entry to both requires SEPA approval. Risk of additional cost over in specialist connection
18	1-Aug-13	CD	Government policy or legislation changes - generally	Changes in policy likely to impact project and requirements	Stage 1 Building Warrant to be submitted prior to changes to interpretation of Section 6 of revised Technical Standards	3	4	8	MCR	Open	75,000.00	75,000.00	15.00%	11,250.00			Refer to Memoranda do not allow reference. Refer also considers how from Design for project to be registered after May 1st. Refer cost plan but there is a risk on Utilities costs pending firm quotes
19	1-Aug-13	D	Electricity infrastructure services are not available or capacity sufficient for the school needs is not available to meet proposed college programme - safe service by existing and new in operation	Risk arising from utilities - risk of being obliged to carry out 'betterment' costs	Initial approach and budget cost received from Scottish Power indicates that no significant infrastructure works are required	3	4	12	GSSR	Open	40,000.00			40,000.00	25.00%	28,000.00	Refer cost plan but there is a risk on Utilities costs pending firm quotes
20	1-Aug-13	D	Gas infrastructure services are not available or capacity sufficient for the school needs is not available to meet proposed college programme	Risk arising from utilities - risk of being obliged to carry out 'betterment' costs	Budget guidance received from SGH for alternative supply system	3	4	12	GSSR	Open	22,000.00			22,000.00	30.00%	15,400.00	Refer cost plan. How pressure test has been carried out and early indication is that there is sufficient capacity
21	1-Aug-13	D	Water infrastructure services are not available or capacity sufficient for the school needs is not available to meet proposed college programme	Risk arising from utilities - risk of being obliged to carry out 'betterment' costs	ISA submitted and discussions ongoing with Southern Water	3	4	8	GSSR	Open	40,000.00			40,000.00	45.00%	18,000.00	Refer cost plan but there is a risk on Utilities costs pending firm quotes
22	1-Aug-13	D	Telecoms/Localised infrastructure services are not available or capacity sufficient for the College needs is not available to meet proposed college programme	Risk arising from utilities - risk of being obliged to carry out 'betterment' costs	Client will apply for connection to preferred network	3	4	12	GSSR	Open	5,000.00			5,000.00	95.00%	3,250.00	Refer cost plan but there is a risk on Utilities costs pending firm quotes
23	1-Aug-13	D	Delays to programme	Increasing costs risk will be passed to contractor at end Stage 2	No indication of any specific issues from any PFI suppliers at this point	3	4	12	GSSR	Open							Refer contingency
24	1-Aug-13	Enviro	Existing natural environment	Protected vegetation on development of project due to ecology impacts	MCR have provided ecology survey of site and Motherhood Contractor will comply with the findings	3	4	8	MCR	Open	30,000.00			30,000.00	80.00%	18,000.00	Planners may require enhanced Soft Works Task Stage 2 proposals
25	1-Aug-13	Comm	Neighbour consultation	Risk to project and potential delays if needing to address with Sensitive Neighbours	Full PFI Consultation process will be undertaken before submission of Detailed Planning Application. No sensitive neighbours are expected however any issues will be addressed during PAN consultation to ensure previous determination of the Planning Application	3	3	6	CC	Complete	0.00			0.00			
26	1-Aug-13	Comm	Consultation process causes delay or increased cost	Risk of delay or increased cost to the project as a result of the consultation process	Full PFI Consultation process will be undertaken before submission of Detailed Planning Application. No sensitive neighbours are expected however any issues will be addressed during PAN consultation to ensure previous determination of the Planning Application	3	3	6	CC	Complete	0.00			0.00			
27	1-Aug-13	Proc	Programme slippage - sub-contractor	Delays occur to the programme that have an adverse impact on the business of the Council	Motherhood Contractor will implement Project Management Procedures to identify any slippage early and implement action plan to prevent lost time	3	3	6	MCR	Open							MCR to manage
28	1-Aug-13	Fin	Design and maintenance strategy impacts on-going construction costs	Impact on cost plan of capital cost items expected on the costs of FM issues	Design/Cost plan developed and signed off on project grounds. Continued engagement between the parties allows any areas of concern to be addressed prior to Stage 2 submission	3	3	6	GTR	Open							Stage 2 to develop design signed to save items to be managed
29	1-Aug-13	D	Design approvals at each stage not met	Risk that Stage 1/Stage 2 submission are not approved by Public Council	Design/Cost plan developed and signed off on project grounds. Continued engagement between the parties allows any areas of concern to be addressed prior to Stage 2 submission	3	3	6	HUSAC	Open							Stage 1 delays could be increased in stage 2 - to be managed after programme issues
30	1-Aug-13	Comm	Planning not granted to development within timescale	Planning Consent not granted in line with master development programme thus resulting in key project milestones being delayed	Motherhood Contractor's design team to have closely with Planning Authority to ensure no delays	3	4	8	MCR	Open							Station ongoing on final agreement of scope
31	1-Aug-13	Comm	Planning granted with previous conditions	Planning Consent granted with conditions that add significant risk to the project programme and cost	Early consultation with Partners is taking place and advance notice of any conditions will be implemented to ensure these can be mitigated in advance of key stages. The 1st funding profile will however not change	3	3	6	HVS	Open							
32	1-Aug-13	CD	Client Changes (Pre-Commercial Close)	Risk that MC change results in an adverse impact on the pre-financial close programme and affordability	Monitor change control with Partnership to ensure that no adverse impact is allowed to influence programme and affordability	3	3	6	MC	Open							Stage 1 - cost plan menu agreed - detailed requirements only given due to change - Change protocol
33	1-Aug-13	CD	Client Changes (Post-Commercial Close)	Risk that MC change results in an adverse impact on the construction programme and costs	Change control process adopted from Stage 2 onwards. No changes will be introduced to the project team from this time onwards without full PFI and MC approval	3	3	6	HVS	Open							Informed client will manage stakeholders to minimise Change
34	1-Aug-13	Fin	Design proposals exceed approved Budget	Risk that the design proposals exceed the approved budget of the end of Stage 2	Ongoing management of design and delivery of "design to cost" office throughout Stage 2 process. Ongoing review against cost plan and established value for money through regular budgeting. Critical packages to be given high priority	3	4	8	MCR	Open							Cost plan includes additional items. Refer Contingency and inflation risks
35	1-Aug-13	D	Design proposals fail to meet Client's aspirations	Risk that the design proposals fail to meet the MC aspirations	Design proposals have been developed through full stakeholder consultation including all relevant MC departments. MC is formally sign-off proposals at each stage of the design process to ensure they fully meet the client brief (MC Project Board level)	3	4	8	CC	At each Stage							Agreement Plans now signed-off
36	1-Aug-13	Comm	Impact of weather	Risk that adverse weather conditions have a negative impact on the resulting - late delivery of the project	Allow contingencies in Construction Programme for seasonal weather conditions	3	3	6	MCR	Open							
37	1-Aug-13	Comm	Delays in issue of Building Warrant	Original Building Warrant not granted in line with master development programme thus resulting in overall programme delay or costs increasing at risk	Ensure submission in line with or in advance of target date with adequate period allowed for Building Control review and consultation	3	3	6	MCR	Open							
38	1-Aug-13	D	RCE measures	Risk that RCE measures have key aspects of their requirements and these are not addressed by the RCE	Monitor Contractor Proposals with the assistance of technical advisors	3	3	6	MC	Open							
39	1-Aug-13	CD	Reuse of existing IT hardware	To be re-evaluated in Stage 2	See 1 Accounts are monitored regularly of expenditure with the Public Process. IT Group (MCR) currently in financial sound health	3	3	6	MC	Open							MC to advise if this is planned
40	1-Aug-13	CD	Main contractor Default	Risk that the Main Contractor is no longer in a position to deliver the project due to administration or liquidation	Motherhood Contractor's supply chain procurement procedures include robust checks on subcontractor solvency and ability to deliver the project	3	3	6	MCR	Open							

42	1-Aug-13	Comm	Supplier insolvency	Risk that one of the key suppliers is no longer in a position to deliver the project due to insolvency or liquidation	3	4	4	MCR	Monitor Construction's weekly cash position and procedures include robust checks on supplier's solvency and ability to deliver the project	Open																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											
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Appendix H

76	6-Aug-13	Fin	Building Operating costs misaligned with expectations as building is not being operated in line with design principles	Risk that the building is not run in line with the design parameters and assumptions post-completion resulting in additional running costs.	3	4	8	+H/E	Adequate training to be given pre-handover to stakeholders. Daily run follow-on. Commissioning to ensure systems operating at optimum. Post H/O Participant/FM Contractor to ensure building is operated in line with design principles.	-Open									
75	6-Aug-13	Leg	Non-compliance with Standard Form Contract	Risk that the project cannot reach close as parties are not in a position to agree to the standard terms of the Contract	3	5	6	+H/E	The terms of the contract are standard and have already been issued to the Participant	-Open									
79	8-Aug-13	Leg	Enabling works and main contract works contractual synergy	Risk that the potential G&P contract for the enabling works conflicts or does not align with the standard form for the main sub-led project. Enabling works e.g. rot and fill in summer 14 may not be possible thus impacting substructure elements	3	4	8	MC	Hub/Participant to agree scope for Enabling Works asap. Standard Form DECA with Suitable buffer period to be built in between the two contracts. Agreement sought from Funders T/A. The same Tier 1 Contractor will assist in terms of agreeing possible access facilities.	-Open									Refer programme timing risk refer also to 78
78	8-Aug-13	Proc	Overgoing from normal project development by early stage submission to Building Control	Risk of negative political/media speculation based on an early Building Control submission in order to mitigate the impacts of the new Section 6 of the Technical Standards.	3	3	8	+H/E		-Open									
79	8-Aug-13	Strat	Risk that G&P do not sign off Key Stages in line with development programme	Risk that G&P do not approve Stage 1 and/or Stage 2 of the project that has an adverse impact on the development programme. Delay to programme impacting inflation allowance from cost plan basis able to real point construction programme	3	4	8	+H/E		-Open									
80	26-Feb-14	Comm	Additional inflation due to programme delay	The R&S index and GFI index are also showing upward trend, so the % for inflation currently included may also have to increase	3	4	10	+H/E MC		-Open	197,000		197,000	95.00%	197,450.00			Funding inflation in Stage 1 reflect stage 2 submission in Oct 14. delay beyond this date unlikely to be funded by GFI - a further 4% could be circa £187,000 based on R&S TPI forecast as at 25/3/14. No shift in q1 2015 subject to final scope of advance works	
81	25-Feb-14	Fin	MAE Market timing risk	Market timing on M and E indicated a rate some £20m2 higher than the current cost plan. M&E have agreed to target the lower figure but there is a commercial risk general	3	4	10	MCH		-Open	480,000		400,000	80.00%	320,000.00			MAE early market test indicates costs rising at rates above inflation; cost plan targets circa £40m2 saving on initial soft test strategy to procure M and E early to ensure design and cost plan aligned. However there is a risk given current programme to Stage 2	
82	26-Feb-14	Fin	Issue with advance works not proceeding Summer 2014	Due to rot and fill exercise and nature of soil works are required to be carried out Summer 14. Legal implications to be resolved after 76 - possible financial issue of cap on expenditure	3	5	10	+H/E MC	Hub/Participant working together in order scope and agree	-Open	552,000		602,000	75.00%	414,000.00			Advance works required to include protection for completion by hand. Standings and post foot print - impacted by weather and rot fill scenario's. Less reuse will impact costs. Risk dependent on timing and % rot treated. See scenario 1a1 figure assumes, negatively not suitable for reuse	
83	26-Feb-14	Fin	Overhead G&P and excludes inflation. G&P may be challenged by sub contractor if standing time instructions are encountered etc.		3	4	8	MCH		-Open	38,800	38,800	40.00%	17,400.00					
84	26-Mar-14	Fin	Risk that proposed VE area changes cannot be fully implemented technically or proposed area savings are reduced		3	4	10	MCH		-Open	190,000		190,000	50.00%	90,000.00			Design to be reviewed in stage 2	
86	29-Mar-14	Fin	Risk that a rot and fill is not acceptable to M&E and that an alternative design is required with financial implications		3	4	9	MC		-Open	75,000	75,000	75.00%	56,250.00					
87	28-Mar-14	Fin	Risk that there is a conflict between GPFM and MC needs on external lighting provisions		3	3	8	H/E		-Open								Stage 2 resolution. Funds implication, if there unsustainability issues if MLC controlled lighting rules	
88	6-Apr-14	Fin	Stage 1 capex for Paving report has the recommended 5% contingency level reduced by circa £250,000. There is a risk that the revised figure is too low for the level of the Stage 1 design		4	9	10	H/E		-Open	250,000		250,000	90.00%	225,000.00			to be monitored in stage 2	

Lower risk posed	17,900	
Probability of lower risk		218,400
Medium risk	2,294,000	1,140,700
Probability of lower risk		
Risk Analysis Total		1,849,100

Communications and Engagement Plan for Phase 2, New Newbattle

Last updated 26 May 2014

Introduction: Midlothian Council has successfully attracted significant funding that will enable the Council to build a new secondary school. The development is being part-funded by the Scottish Government, which is contributing £17m towards the £29m to £36m project, with the Council required to finance the rest. The old school, which has been outgrown, has a swimming pool and some limited community facilities. Phase one involved a consultation on the site, and on some aspects of the facilities that could be provided at the new community hub. This ran from November 2012 to late January 2013.

Phase Two involves a programme of consultation and engagement on the financial implications on the Community Hub of replacing or retaining existing community facilities. It also includes consideration of the implications of closures for Newtongrange town centre in particular and the development of a regeneration plan. The successful Lasswade Community hub, which opens in June 2013 on time and under-budget will also be used as a exemplar to be shared with the community and user group stakeholders through a programme of site visits. The cost of retaining existing community facilities has been estimated at £300,000 a year, or £7.5m over the next 25years. £7.5m is the cost of two new primary schools.

In conducting this work, the Council is using methods approved by the Consultation Institute.

The consultation mandate is: We, the officers of Midlothian Council, need to understand the views of: pupils, parents and carers, staff, elected members, community and neighbourhood planning partners, voluntary organisations, residents of, and businesses in Mayfield, Gorebridge and Newtongrange and the wider Midlothian public concerning the implications on the new Newbattle Community hub, and on existing facilities of replacing or retaining existing community facilities so that officers can meet the Scottish Government's deadline of July 26, avoiding the risk of the loss of the Scottish Govt funding.

Objectives

- To explain the funding implications behind the choices being made
- To explain the next stages of the project including the timescales for decisions and how decisions will be made .
- To set out the construction timescales once the final shape of the project has been decided and how the Council will report progress until the new school opens during 2015-2016

Timescale: This plan covers the second phase, from the site selection to receipt of the stage 1 report from Hubco. It will be kept under review as the project moves through milestones.

Budget: The budget as signed of by Council is £33,567,000.

Evaluation: Success will be ensuring participation in the engagement process, either face to face (led by the project) or online (led by Communications and Marketing, using the council's existing website and social media outlets.)

EQIA: This engagement process is designed to ensure all sections of society can contribute to the process of assessing both the site and determining which facilities.

A detailed action grid is overleaf.

Appendix I

Timescale	Key Event	Audience	Activity and Objective	Channel to Audience	Staff Resource	Notes
11 March	Meeting with Gorebridge Development Trust	Stakeholder	Face to face engagement	Face to face	DL	Achieved
12 March	Gorebridge Leisure Centre Users Group	Stakeholder	Face to face engagement	Face to face	DL	Achieved
13 March 2013	Tour of Lasswade	Gorebridge development trust / Gorebridge Community Council	Face to face engagement	Face to face	GS/ MMcCann	Achieved
14 March	Media Briefing Advertiser	Advertiser/ General public	Briefing to explain financial impact on new Community Hub of retaining existing community facilities	Media	SF/ LB/ DL	Achieved
19 March	Council meeting	Councillors/ general public		Face to face	DL	Achieved
19 March	Gorebridge Community council visit	Community councillors	Briefing to explain the financial impact of retaining community facilities	Face to face	DL	Achieved
20 March	Federation of Community Councils	Community councillors	Briefing to explain the financial impact of retaining community facilities	Face to face	DL/ GS	Achieved
20 March	Visit to Lasswade High School with Gorebridge stakeholders	Gorebridge Stakeholders		Face to face	MMcC/ GS	
20 March	Advertiser is published with Don's briefing in it	Advertiser readers	Briefing to explain the financial impact of retaining community facilities	Media	DL/ Cllr Lisa Beattie	Achieved
20 March	Media release issued (goes on Facebook and twitter automatically)	General public	Briefing to explain the financial impact of retaining community facilities	Media	SF	Achieved
22 March	Publication Midlothian News	Residents	Briefing to explain the financial impact of retaining community facilities	Newspaper	SF	Achieved
22 March	Release of posters highlighting the four public meetings	Residents	Publicising process	Posters	SF	Achieved
27 March	Gorebridge Library Users Group	Library users		Face to Face	DL	
27 March	Newbattle Parish Church	Stakeholder		Face to face	DL	
27 March	Newtongrange Library Users Group	Stakeholder		Face to face	DL	
28 March	Newbattle CLD Management	Stakeholder		Face to face	DL	
29 March	Schoolbag drop	Parents	Publicising meetings	Schoolbag drop	SF	Achieved

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Timescale	Key Event	Audience	Activity and Objective	Channel to Audience	Staff Resource	Notes
APRIL						
2 April	Black Diamond	Stakeholder		Face to Face	DL	
3 April	Mayfield Community Council			Face to Face	DL	
4 April	Mayfield and Easthouses Neighbourhood Planning Steering Group			Face to Face	DL	
8 April	Newtongrange Children's Gala Day Committee			Face to Face	DL	
8 April	Newbattle Pool Users Group			Face to Face	DL	
9 April	Surestart			Face to Face	DL	
9 April	Newtongrange Community Council Newtongrange Library Users Group Newtongrange Neighbourhood Planning Steering Group Newtongrange Parent Council			Face to Face	DL	
10 April	Newbattle Parent Council			Face to face	DL	
11 April	Midlothian Youth Parliament Reps			Face to face	DL	
15 April	Public Meeting	Newtongrange	Process	Face to face	DL/ LReid/KMcGowan	
16 April	Gorebridge and Stobhill Parent Council			Face to face	DL	
16 April	Mayfield and Easthouses Development Trust			Face to face	DL	
17 April	Moorfoot Parent Council and Community Council			Face to face	DL	
17 April	Mayfield and Lawfield Parent Council			Face to face	DL	
18 April	Public meeting	Gorebridge	Process	Face to face	DL/LReid/ KMcGowan	
23 April	Mayfield Library Users Group			Face to face	DL	
24 April	Public Meeting	Lawfield	Process	Face to face	DL/ LReid/KMcGowan	
30 April	Facebook Q and A	Residents	Process	Social Media	SF/ DL	

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Timescale	Key Event	Audience	Activity and Objective	Channel to Audience	Staff Resource	Notes
MAY						
May 8	Closing date for older people limited work	Older People through networks	Questionnaire on Scenario 4	Print	EMcHugh/ Joan Griffiths	
May 9	Newbattle Community High School – S1, S2, S3			Face to face		
May 9	Feeder Primary Schools x 5			Face to face		
May 10	Feeder Primary schools			Face to face		
May 14	Newbattle Community Learning Centre	Committee		Face to face	SF/ GD	
May 23	Publication of Midlothian News	General Public	Update on the project	Midlothian News	SF/ DL	
May 27	Release of Inside Midlothian	Staff	Article on no compulsory redundancies	Inside Midlothian	SF/ RA	
May 30	End of the consultation period	Media release				
JUNE						
June 18	Media briefing	Advertiser/ Black Diamond – You said we listened	Media briefing to explain the council report	Media	SF/ DL	
June 18	Council paper online, including report on consultation process	General Public	Media release	Media relations	SF/DL	
June 25	Council decision	General Public	Media release	Media relations	SF/DL/LB	
	Council decision – updating minisite	General Public	Website updates	Web		
Pre-planning consultation						
18 September	facebook question and answer	General Public	Website updates	Web	MM/Hub/ Lynne Cochrane	
5 October	Drop in Session	General Public	Advertised event	Held at School sports centre	MM/Hubco Team	
19 September	Drop in Session	General Public	Advertised event	Newbattle CHS 9am - 1pm Mayfield Library 2pm -7pm	MM/Hubco Team	
20 September	Drop in Session	General Public	Advertised event	Newtongrange Library 9am – 1pm Gorebridge Library 2pm – 7pm	MM/Hubco Team	

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Timescale	Key Event	Audience	Activity and Objective	Channel to Audience	Staff Resource	Notes
23 October	Newbattle Parent Council – presentation of detailed plans	Parent Council	School invite event	Newbattle High School 7pm until 9:30pm	MM/Hubco Team	
2 October	Mayfield Community Council	Community Council Meeting	Invited to present	McSense 7pm – 9pm	MM/Hubco Team	
15 October	Gorebridge Community Council	Community Council Meeting	Invited to present	Gorebridge Primary School 7pm – 9pm	MM/Hubco Team	
29 October	Newtongrange Community Council Presentation	Community Council Meeting	Invited to present	Dean Tavern Meeting Room 7pm – 9pm	MM/Hubco Team	
6 November	Moorfoot Community Council Presentation	Community Council Meeting	Invited to present	Moorfoot community building 7pm – 9pm	MM/Hubco Team	
7 November 2013	Open evening at School for Parents of Children from Feeder primary Schools	School invite event	Newbattle High School 7pm until 9:30pm	MM/Hubco Team	School invite event	
30 November	Drop in Session	General Public	Advertised event	Held at School sports centre	MM/Hubco Team	
28 November	Drop in Session	General Public	Advertised event	Newbattle CHS 9am - 1pm Mayfield Library 2pm -7pm	MM/Hubco Team	
29 November	Drop in Session	General Public	Advertised event	Newtongrange Library 9am – 1pm Gorebridge Library 2pm – 7pm	MM/Hubco Team	
4 December	Newbattle Parent Council – presentation of detailed plans	Parent Council and 2 representatives from each Community Council	School invite event	Newbattle High School 7pm until 9:30pm	MM/Hubco Team	