





Islwyn West Secondary School
Project Responsibilities



**Caerphilly CBC
Building Consultancy**

- Architectural services to develop building solution appropriate for the site and within the budget allowance
- Development of structural solution
- See works responsibility matrix for detailed services
- Development of M&E performance specification
- Planning review prior to hand over
- Development of outline room data sheets
- Commissioning of site specific surveys – SI, ecology, acoustic survey
- BREEAM pre assessment
- CDM-C
- Initial internal road and car parking layouts
- Development of external layouts including 3G pitch, external play areas

**Caerphilly CBC
Education
Department**

- Development of FFE requirements for new build
- Development of ICT strategy for new build
- Finalisation of consultation in association with Client Lead officer and Project Manager
- Definition of pupil numbers and ALN requirements
- Interface with Life Long Learning/Adult Education
- Interface with Central Transport Unit

**Caerphilly CBC
Procurement**

- Definition of tender requirements
- Tender verification
- Tender returns
- Compliance

**Caerphilly CBC
Finance**

- Financial submissions/reports to Welsh Government
- Contractor payments based on monthly valuation recommendations
- Financial profiling

Islwyn West Secondary School
Project Responsibilities



**Caerphilly CBC
Highways**

- Drainage interfaces
- Review of Internal road layouts

**Caerphilly CBC
Community
Safety**

- Safer routes in communities

**Caerphilly CBC
H&S Department**

- Review of fire risk assessments
- Car parking and bus drop off provision
- Kitchen provision

**Caerphilly CBC
Corporate
catering**

- Kitchen specification and layouts
- Interface with design team and contractor
- Dining hall review and provision – review of seating numbers and sittings
- Deliveries and waste

**Caerphilly CBC
Central
Transport
Unit**

- Transport provision and review of drop off