



TBAP FINANCE, PREMISES AND HR SUB-COMMITTEE INFORMATION NOTE: FACILITIES

May 2016

Staffing

Our site managers have managed the sites well over the last few months. Overall local repairs continue to be of good standard. There appears to have been a general spike in property damage across the Trust.

Security

Across the board, this has been an area of development. An example of this is demonstratable at the TBAP Bridge where access control has been strengthened via new sign-in operating procedures; learner transition arrangements and closer working with the Business Support Professionals. Smartlog is now a working tool. The local site managers are tasked with ensuring that elements such as site security, health & safety and compliance are met. Where this is not, it is escalated to the Head of School.

Back in July 2015, there was a break in at our Octagon site. I-Mac computers were stolen; however these were replaced through our insurers. The Police at the time were unable to apprehend the perpetrator as there was insufficient evidence to proceed. However, I can now report that a person was charged with Aggravated Burglary and was summararily dealt with via the Courts. The next few months will see a termination of our relationship with Dent Security Systems in Cambridge as they failed to meet the service expectations requested.

Resilience

We have broadened the working remit of our BAPA Technician. This allows specific technical support to be given to our subject colleagues at the Bridge. This has worked fantastically well as we have been able to provide a much broader provision. Examples include supporting a Go-Kart Project with learners where practical skills and mechanical know how have been shared.

Additionally, across the board, Estuary Technical Solutions (Mechanical & Electrical) and Mercury (Security) are working well. This includes the ability to respond in real time to service demands and emergencies.

Current Site Developments

Latimer AP Academy

The Latimer site has been scoped for remodelling and improvements so it can play a significant part in the temporary decant of Bridge to allow site improvements to be carried out over a 12 month period. The remodelling includes taking responsibility for the ground floor of the Latimer building once the nursery moves to its new premises in August, and the addition of a portable production kitchen.

Bridge AP Academy

The facilities team worked effectively to facilitate our 2nd TSA/TBAP Annual Conference. This was a national event which saw practitioners, educational leads and rvsr guests attend. Feedback has been positive and it was credited with surpassing our inaugural event. The concept designs for the new freeschool and the BAPA redevelopment are beginning to come together with a series of meetings planned across the next four weeks with the architects to have agreed designs ready for a planning application in September. Our neighbours are keen to know more about the plans for the site so ahead of our formal planning consultation an event is being held on the 24th May to share our ideas for the future of the site. The temporary freeschool in the Greswell building is progressing well with works planned to start in early June ready for a September opening.

Beachcroft AP Academy

Overall this site is good. The primary provision has established itself and is working. There are snagging works to be undertaken and now fully operational, there are also further alterations planned for the summer to access control to accommodate both staff and learners to access a new outdoor space to the right of the new primary space.

Courtyard AP Academy

The garden renovation project was placed on hold, however this has now been given the go ahead. The aspiration is to create low maintenance garden area for the primary learners.

Octagon AP Academy

The facilities provision continues to meet all expectations. There were internal decorations to the Therapy suite and intervention rooms. These are working well with the Therapeutic leads able to offer a much broader range of interventions.

Cambridge AP Academy

The Cambridge AP Academy site has caused considerable concerns over recent months as the complexities of managing the logistics of the site and a number of issues. The issues include fencing around the car parking area, the door access control system, the ease with which learners can access the flat roofs on some buildings, the windows, and communal dining space. See Appendix 1.

We are still exploring options with Fusion on the scope and cost of how to further develop the site to improve the flow and management of the site as well as increase the number of communal spaces.

Octavia AP Academy

The Octavia AP Academy site transferred to TBAP on the 1st May 2016 on a 125 year lease. The building is a purpose build alternative provision building completed in 2012 and provides an excellent base for our provision in the town.

Unity Academy

Trinity Special School will transfer to TBAP on the 1st July. The provision is currently across three sites in Hartford, Foxton and Wisbech. The council had already consulted and action a plan to close the Foxton and Hartford sites and move to a new site in St Neots. The new site is due to open in October 2016. TBAP Trust will have a 125 year lease for the St Neots site and a licence to occupy the Foxton and Hartford sites until the St Neots site is full open. We are currently in discussion with Cambridgeshire County Council regarding find a perm arrangement for the Wisbech site which is currently a leased building. The perm arrangement for Wisbech will be set out in the lease agreement with the council.

TBAP Residence

Extensive building improvements have taken place on this site and handover was completed at the end of April. There are concerns with learner behaviours and reactive support for the staff. This is being managed with the compilation of a local contractor list. The lease for the site has been agreed for the next seven years.

Successes

Local successes include, but are not limited to the following:

- Opening of the Beachcroft Primary
- Opening of the TBAP Residence site in full
- Facilitating 2nd TSA/TBAP Annual Conference
- Facilities support to Fulham Football Club
- Smartlog implementation across all sites

Nathan Crawley-Lyons

Head of Business Development and Operations

Appendix 1 Cambridge AP Academy – doors and access system

VIDEO ENTRY CALL PANEL

One Video Entry System is to be installed to control the Main entrance gate and visitor entrance door.

An external surface mounted call panel is to be installed at a height of 1.2m from floor level and positioned adjacent to the gate and entrance door.

The Panel comes complete with an internal CCD colour camera.

The call panel is fitted with one button connected to TWO wall mounted monitor/handsets to be located in the admin areas, positions agreed at a later date.

Visitors can raise a video and audible indication at the handset by pressing the call button.

MONITORS

The operator can initiate two-way speech by lifting the handset. This can be used in conjunction with the “portrait” view of the caller viewed on the handset monitor and if appropriate open the automated gates/entrance door by pressing the button on the monitor body.

ACCESS CONTROL

We propose to install a VANDAL RESISTANT PROXIMITY READER to control to the following doors;

1. Single Leaf entrance Gate (In & Out) - NEW
2. Double Leaf Visitors Entrance Door (In & Out) - Existing to be checked and retained
3. Single Leaf Pupil Entrance Door (In & Out) - NEW
4. Single Leaf door to the Locker Room - NEW
5. Single Leaf Door from Lobby to Courtyard (In & Out) - Existing to be checked and retained
6. Single Leaf Door to Kitchen (In & Out) - NEW
7. Single Leaf Door from Reception to Pupil Entrance Area (In & Out)
8. Single Leaf Door to Kerry's Office (In & Out) - NEW
9. Single Leaf Door to Karlan's Office (In & Out) - NEW
10. Single Leaf Door to Admin Office (In & Out) - NEW
11. Single Leaf Door from Reception to Admin Area (In & Out) - Existing to be checked and

retained

12. Single Leaf Door from Admin to Garden (In & Out) - Existing to be checked and retained
13. Single Leaf Lobby Door to Maths and Art (In & Out) - Existing to be checked and retained
14. Single Leaf Door to Maths - Existing to be checked and retained
15. Single Leaf Door to Art - Existing to be checked and retained
16. Single Leaf Door to Vicky's Office (In & Out) - NEW
17. Single Leaf Door to English (In & Out) - Existing to be checked and retained
18. Single Leaf Door to Media - NEW
19. Single Leaf Door to Wave - NEW
20. Single Leaf Door to Vocational Area (In & Out) - Existing to be checked and retained
21. Single Leaf Door to DT & Mechanical - NEW
22. Single Leaf Door to IT room - NEW
23. Single Leaf Door to Food Tech - NEW
24. Single Leaf Door to Nail & Beauty – NEW

EMERGENCY BREAK GLASS UNIT

In the event of an emergency the access control locks may be overridden from the secure side by means of a KEY OPERATED Green emergency "Break-glass" Unit, which will disconnect the power to the electric lock.

REQUEST TO EXIT BUTTON

To exit from the secure side a Request to Exit Button is to be fitted adjacent to the doors which DO NOT HAVE A READER ON BOTH SIDES.

LOCK

A Suitable Electric Release is to be fitted. THESE RELEASES ARE NOT INCLUDED WITHIN THIS SPECIFICATION AT THIS STAGE, WITH THE EXCEPTION OF THE MAIN GATE. This release is of the fail-safe type and will release in the event of a total power failure or via a signal from the fire alarm system (provided and connected by others at no expense to Mercury Security Systems). Please note that access control locks are not all designed for physical security at the perimeter of the building. We therefore recommend that a suitable security lock be installed for out of hour's security.

DOOR CONTROLLER

Door controllers are to be positioned in agreed positions adjacent to the controlled doors

The existing Paxton standard software is to be checked and retained

Mercury Security Systems shall require a suitable PC and Network points to be agreed whilst on site.

A desk top reader is to be positioned adjacent to the nominated PC to allow the administration of the system.

TRAINING

Mercury Security System will carry out full training on completion of the installation, including programming first 10 proximity cards.

TOKENS

Existing Tokens are to be checked and retained

Installation: £24,893.00 + VAT

Replacement of Doors

Item	Description	Cost			
		Qty	unit	Rate	Total Cost
1	Visitors Entrance – External Double Door with fanlight approx. 1800 x 3000mm	1			£9,121.32
2	Pupils Entrance – External Single Door approx. 925 x 2100mm	1			£5,580.95
3	Reception to Main Building – Internal Single Door approx. 900 x 2300mm	1			£5,449.95
4	Reception to Staff area – Internal Single Door approx. 800 x 2300mm	1			£5,445.12
5	Locker Room – Internal Single Door approx. 930 x 2100mm	1			£ 5,383.18
6	Courtyard Entrance – External Single Door with fanlight approx. 1250 x 3050mm	1			£7,732.31
7	Maths & Art Entrance – External Double Door with fanlight approx. 2050 x 3300mm	1			£9,871.11
8	Media Entrance – External Single Door with sidelights and fanlight approx. 2050 x 2650mm	1			£9,904.07
9	Vocational Entrance – External Single Door approx. 1250 x 2050mm	1			£5,801.82
To Collection					£64,289.83

4. Technical Breakdown

The following are technical descriptions of items listed in the BoQ above:

Door Specification

Material:	Frame and skins Manufactured From 1.5mm Zintec Steel
Glazing:	Glazed with 13.5 Toughened Laminated single glass with clear 1.52 SG Laminate interlayer
Finish:	External Doors - 2 Colour PPC Finish - Standard Stock RAL/BS Colours Internal Doors - PPC Finish - Standard Stock RAL/BS Colours
Design:	100mm deep overall adjustable single rebate frame 48mm thick security astragal lipped door leaf Rockwool infill to frame & door leaf
Threshold:	(To external doors only) Aluminium DDA compliant threshold c/w Neoprene Seal
Seals:	Standard self-adhesive frame weather seals
Furniture:	<u>Double Door</u> 2 No. Trimec ES110 Series electric strikes 2 No. Assa 1498 mortice latches 1 No. Assa 9788 High security dead lock Assa 5802 double oval cylinder set Assa 18256 ring/ring kit - SCP finish 2 No. Zero Z001.1 mortice flush bolts 2 No. Zero Z908.3 rectangular flush pulls – SSS finish 2 No. push plates – 330 x 76 – SSS finish 2 No. Dorma ITS96 concealed door closers 4 No. kick plates 200mm high – BSS finish 12 No. dog bolt stainless steel ball bearing butt hinges

Single Door

2 No. Trimec ES110 Series electric strikes

2 No. Assa 1498 mortice latches

1 No. Assa 9788 High security dead lock

Assa 5802 double oval cylinder set

Assa 18256 ring/ring kit - SCP finish

1 No. Zero Z908.3 rectangular flush pulls – SSS finish

1 No. push plates – 330 x 76 – SSS finish

1 No. Dorma ITS96 concealed door closers

2 No. kick plates 200mm high – BSS finish

6 No. dog bolt stainless steel ball bearing butt hinges

We wish to confirm the following:

- 1) We include for the rip-out of the existing doors to skips for removal from site.
- 2) We make no allowance for any making good of any internal or external finishes which are disturbed during the works, assuming this to be by others.
- 3) We include for a site survey during normal working hours.
- 4) We make no allowance for any anti-finger trap stiles.
- 5) Our price allows for the supply and installation of doors with electric strikes, we make no allowance for the wiring and assume this to be by a specialist contractor.

Item 1:

Doorset 1 (Visitors Entrance)

External doorset

Pair of doors with half glazed with glazed overpanel

Overall frame size 1800mm x 3000mm

Door aperture – 1700mm x 2000mm

Single action outward opening

Notes: 2 No 500 x 1200mm vision panels in one single pane to door leaf.

1 No. 1800 x 900 in one single pane glazed over panel.

Item 1 Subtotal:

£9,121.32+VAT

Item 2:

Doorset (Pupils Entrance)

External doorset

Single leaf door with full width vision panel

Overall frame size 925mm x 2100mm

Single action outward opening

Notes: 1 No 500 x 500mm vision panel in one single pane to door leaf.

Item 2 Subtotal:

£5,580.95+VAT

Item 3:

Doorset 3 (Reception to main building)

Internal doorset

single leaf door with narrow vision panel to leading edge side (high level only)

Overall frame size 900mm x 2300mm

Single action outward opening

Notes: 1 No 150 x 800mm vision panel in one single pane to door leaf.

Item 3 Subtotal:

£5,449.95+VAT

Item 4:

Doorset 4 (Reception to staff area)

Internal doorset

Single leaf door with a narrow vision panel to leading edge side (high level only)

Overall frame size 800mm x 2300mm

Single action outward opening

Notes: 1 No 150 x 800mm vision panel in one single pane to door leaf.

Item 4 Subtotal:

£5,445.12+VAT

Item 5:

Doorset 5 (Locker Room)

Internal doorset

Single leaf door with a narrow vision panel to leading edge side (high level only)

Overall frame size 930mm x 2100mm

Single action inward opening

Notes: 1 No 150 x 800mm vision panel in one single pane to door leaf.

Item 5 Subtotal:

£5,383.18+VAT

Item 6:

Doorset 6 (Courtyard Entrance)

External doorset

Single leaf door half glazed with glazed overpanel

Overall frame size 1250mm x 3050mm

Door height 2250mm

Single action outward opening

Notes: 1 No 800 x 1200mm vision panel in one single pane to door leaf.

1 No 1250 x 700mm glazed over panel in one single pane.

Item 6 Subtotal:

£7,732.31+VAT

Item 7:

Doorset 7 (Maths & Art Entrance)

External doorset

Pair of doors half glazed with glazed over panel

Overall frame size 2050mm x 3300mm

Door aperture – 1950mm x 2250mm

Single action outward opening

Notes: 2 No 600 x 1200mm vision panels in one single pane to door leafs.

1 No 2050 x 700mm glazed over panel in one single pane.

Item 7 Subtotal:

£9,871.11+VAT

Item 8:

Doorset 8 (Media Entrance)

External doorset

Single leaf door half glazed with glazed over panel and half glazed sidelights

Overall frame size 2050mm x 2650mm

Door aperture – 820mm x 2000mm

Single action outward opening

Notes: 1 No 500 x 1000mm vision panel in one single pane to door leafs.

1 No 1750 x 550mm glazed over panel in one single pane.

2 No 425 x 2100mm half glazed side panels in one single pane.

2 No. 100 x 150 x 3mm box section jamb packers.

Item 8 Subtotal:

£9,904.07+VAT

Item 9:

Doorset 9 (Vocational Entrance)

External doorset

Single leaf door with full width vision panel

Overall frame size 1250mm x 2050mm

Single action outward opening

Notes: 1 No 800 x 600mm vision panel in one single pane to door leaf.

Item 9 Subtotal:

£5,801.82+VAT

5. Proposed Project Program

The following dates give an indication of the target programme:

- Mobilisation: 2 Weeks
- Surveys: 1 No site visit providing we are undertaking design.
- Design: 2-3 weeks subject to current design commitments.
- Drawing Approvals: By others
- Procurement: 2 Weeks
- Manufacture: 3-4 Weeks Subject to current works programme
- Site Installation: 2 Weeks

Please note, the above durations are not necessarily consecutive in order and some durations may overlap. If required a more detailed program can be produced upon receipt of clients program and confirmation of anticipated start date. These durations are target/projected dates only and do not form part of a contract, as durations may change subject to current project commitments.

Door Construction option

Please find attached preliminary details of the doors as quoted for The Cambridge AP Academy

In all cases the glass specification used is 13.5mm thick toughened and laminated glass with sentry glass security interlayer.

Being of a toughened construction the glass will be 5 times more resistant to surface damage than normal annealed glass and also being of a laminated construction the glass will retain it's integrity in the event of a breakage unlike a standard toughened glass which would disintegrate if smashed.

The sentry glass interlayer is a ridged ionoplast which is 5 times stronger and 100 times more ridged than conventional PVB laminating material.

With sentry glass the interlayer becomes a structural component which greatly adds to both the mechanical strength and attack resistance of the glazed panel and even if the glass is fully smashed both sides the panel remains solid (conventional laminated glass becomes flexible when the glass is fully smashed and could be forced out of the rebate.

All doors have been quoted single glazed, unfortunately we have not been able to incorporate the glazing bars. These could of course be added as a surface mounted "decorative" detail (additional costs can be advised if of interest) although if located in an accessible area this just something else that could be attacked/damaged.

We have total control over the size/position of vision panels so can amend any that the Academy would wish to dimensionally change

The doors are currently quoted with rockwool infill. This is the standard detail used with half/part glazed doors. Upgrading to a solid timber infill is also possible and would make the doors more resistant to denting at low level from physical abuse, kicking etc. We can update the quotation to include an option for the doors to have solid infills if of interest