

From: [REDACTED]
To: [REDACTED]
Subject: Re: Automatic reply: Cotham School - CIF project
Date: 24 July 2019 12:56:29

Thanks [REDACTED]

Please feed to whoever is approving that this was approved for safeguarding reasons and the need to do something to safeguard the students still exists including the provision of adequate welfare facilities for young people to use for toileting, changing and provision of First Aid.

The current facilities provide no changing options, insufficient toilets and limited first aid facilities. They are also a very very short term solution.

I will take a look at the documentation on the portal and begin submitting.

Thanks
Allison

Sent from my iPhone

On 24 Jul 2019, at 12:52, [REDACTED] > wrote:

Hi [REDACTED]

The scope change request can be accessed via the portal. The guidance on how to do this is in the post approval guidance document which is also on the portal.

We will probably need a least 2 weeks may be more to agree the scope change request, depending on the information provided. Also this will need to be approved at a higher level because it is a high profile case.

Regards

[REDACTED]

Finance and Monitoring Manager | Bid Based Funding | School Estates and Post 16
Capital | Capital Group | Operations Directorate |
Mobile: [REDACTED]

[<image001.png>](#)

From: [REDACTED] >

Sent: 24 July 2019 12:00

To: [REDACTED]

Subject: Re: Automatic reply: Cotham School - CIF project

Hi [REDACTED]

Thanks for your reply. Can this be accessed through the portal?

If so I can do that over the coming week

We have a meeting tomorrow with the council and will be able to confirm that there no risks from that point too

I have all the documentation you require and just need the finalised costing a regarding the Mechanical and Engineering requirements to be able to submit everything

What timescale will we be looking at from submission of the change of scope to approval. We have a project timeline and knowing this is crucial to the project start and finish projections.

Thanks
[REDACTED]

Sent from my iPhone

On 24 Jul 2019, at 11:21, [REDACTED] >
wrote:

Hi [REDACTED]

Apologies. I have been off sick the past couple of days. The scope change document itself is fairly limited so we would expect the details of the changes in the project to be set out in the supporting documentation. In particular the change in the actual scope of work, the changes in the cost of the work, an overview of the revised costs for the project as a whole and the revised timescales. We would also like to see a summary of the risk position for the project and the explanation as to why you have selected this new option.

Regards

[REDACTED]

Finance and Monitoring Manager | Bid Based Funding | School Estates and Post 16 Capital | Capital Group | Operations Directorate |
Mobile: [REDACTED]

[<image001.png>](#)

From: [REDACTED] >

Sent: 22 July 2019 21:07

To: [REDACTED] >

Subject: Re: Automatic reply: Cotham School - CIF project

Hi [REDACTED]

Are we able to speak tomorrow? I finish for a great deal of the summer holidays tomorrow and I would like to put in motion the change of scope documentation.

Kind regards

[REDACTED]

Sent from my iPhone

On 14 Jul 2019, at 20:36, [REDACTED]
<[REDACTED]> wrote:

I am out of the office. I will return on 22 July 2019. If you require an urgent response, please contact:

[REDACTED]

or

[REDACTED]

Thanks

[REDACTED]

PARKING - May we remind visitors there is no on site parking at the school. Parking is available offsite in accordance with the Cotham

Residents Parking Scheme.
<https://www.bristol.gov.uk/parking/cotham>

The contents of all e-mail and any attachments are strictly private and confidential and may contain information which is subject to legal privilege. Such e-mail may not be used or disclosed under any circumstances by anyone who is not a named recipient. Please return the e-mail if you are not the intended or named recipient. Unauthorised use of the email or its contents is prohibited and may be unlawful. Incoming and outgoing e-mail is subject to continuous and ad hoc filtering, scrutiny and reporting. The school accepts no liability whatsoever for any damage, loss or expense arising from this e-mail and/or from the accessing of any files attached to this email. This e-mail may not necessarily reflect the views or intentions of Cotham School or its governing body, which therefore does not accept any liability whatsoever for any claims, loss or damages of whatsoever nature, arising directly or indirectly, as a result of the reliance on such information by anyone. Unless the intention to contract has been expressly manifested in this message by a duly authorised representative of the school, this message shall not be construed as a solicitation to contract nor an offer or acceptance of any contractual obligations. The addressee's address will not be disclosed to others for commercial intent. Please notify the school should you not wish to receive e-mail from the school.

*Cotham School: a company limited by guarantee
Registered in England: Company Number: 07732888
Registered Office: Cotham School, Cotham Lawn Road, Cotham, Bristol, BS6 6DT*

PARKING - May we remind visitors there is no on site parking at the school. Parking is available offsite in accordance with the Cotham Residents Parking Scheme.
<https://www.bristol.gov.uk/parking/cotham>

The contents of all e-mail and any attachments are strictly private and confidential and may contain information which is subject to legal privilege. Such e-mail may not be used or disclosed under any circumstances by anyone who is not a named recipient. Please return the e-mail if you are not the intended or named recipient. Unauthorised use of the email or its contents is prohibited and may be unlawful. Incoming and outgoing e-mail is subject to continuous and ad hoc filtering, scrutiny and reporting. The school accepts no liability whatsoever for any damage, loss or expense arising from this e-mail and/or from the accessing of any files attached to this email. This e-mail may not necessarily reflect the views or intentions of Cotham School or its governing body, which therefore does not accept any liability whatsoever for any claims, loss or damages of whatsoever nature, arising directly or indirectly, as a result of the reliance on such information by anyone. Unless the intention to contract has been expressly manifested in this message by a duly authorised representative of the school, this message shall not be construed as a solicitation to contract nor an offer or acceptance of any contractual obligations. The addressee's address will not be disclosed to others for commercial intent. Please notify the school should you not wish to receive e-mail from the school.

*Cotham School: a company limited by guarantee
Registered in England: Company Number: 07732888
Registered Office: Cotham School, Cotham Lawn Road, Cotham, Bristol, BS6 6DT*

PARKING - May we remind visitors there is no on site parking at the school. Parking is available offsite in accordance with the Cotham Residents Parking Scheme.
<https://www.bristol.gov.uk/parking/cotham>

The contents of all e-mail and any attachments are strictly private and confidential and may contain information which is subject to legal privilege. Such e-mail may not be used or disclosed under any circumstances by anyone who is not a named recipient. Please

return the e-mail if you are not the intended or named recipient. Unauthorised use of the email or its contents is prohibited and may be unlawful. Incoming and outgoing e-mail is subject to continuous and ad hoc filtering, scrutiny and reporting. The school accepts no liability whatsoever for any damage, loss or expense arising from this e-mail and/or from the accessing of any files attached to this email. This e-mail may not necessarily reflect the views or intentions of Cotham School or its governing body, which therefore does not accept any liability whatsoever for any claims, loss or damages of whatsoever nature, arising directly or indirectly, as a result of the reliance on such information by anyone. Unless the intention to contract has been expressly manifested in this message by a duly authorised representative of the school, this message shall not be construed as a solicitation to contract nor an offer or acceptance of any contractual obligations. The addressee's address will not be disclosed to others for commercial intent. Please notify the school should you not wish to receive e-mail from the school.

*Cotham School: a company limited by guarantee
Registered in England: Company Number: 07732888
Registered Office: Cotham School, Cotham Lawn Road, Cotham, Bristol, BS6 6DT*