### Appendix 4 - Project programme

#### RBWM - Braywick Leisure Centre

**The Royal Borough of Windsor and Maidenhead**

17/08/2017

J. Crozier

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#### Strategic Definition and Preparation and Brief: Stages 0 + 1

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#### Project Governance

- Appointment of Development Manager
- Establish Project Board
- Draft Project Initiation Document
- Appoint Architect

#### Gateway 1: Stage end review and request Project Board approval to proceed

- Concept Design - Stage 2
- PO for Geotechnical survey
- Geotechnical and other Site surveys
- Produce concept design
- Concept cost plan
- Produce models and rendered visualisations for stakeholder consultations
- Local Authority to comment on pre-planning application
- Stakeholder engagement

#### Developed Design - Stage 3

- Produce developed design
- M+E design strategy
- Structural design strategy
- Developed design cost plan and create cost reports
- Stakeholder engagement

#### Gateway 3: Stage end review and request Cabinet Regeneration Sub-Committee approval to proceed

- Gateway 2: Stage end review and Oversight and Scrutiny Panel approval to proceed
- Gateway 1: Stage end review and request Project Board approval to proceed
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Dwg No. 00001 Revision No. A

Project No. 00001

Technical Design - Stage 4

- Prepare technical design
- Prepare technical design: Structural
- Prepare technical design: M+E

Building regulations

- Building regulation submission
- Building regulation consideration

Cost Check & Pre-Tender Estimate

- Principal Designer to collate pre-existing site and H+S information to create pre-construction information pack
- Submit completed design and cost plan for approval, obtain approval to seek competitive tenders
- Cabinet Regeneration Sub-Committee approval & tender issue

Tender activities

- Draw up tender documents
- Tender evaluation & tender report
- Full Committee approval for Main Contract award
- Gateway 4: Stage end review and request Cabinet Regeneration Sub-Committee approval to proceed

Construction - Stage 5

- Contract signatures
- Mobilisation & site establishment
- Construction
- Leisure operator fit out

Handover and Close out - Stage 6

- Stage End Review
- Lessons Learnt Report
- Project sign off
- Project Ref.: J:\Projects\RBWM\Braywick LC\Programme\RBWM - Braywick LC 17.07.17.pp

Technical Design

CA process map parties

- Client
- Project Manager
- Architect
- Cost Manager
- Principal Designer
- Building Services Consultant (M&E)
- Structural Engineer
- Leisure Operator
- RBWM Communications dp

Survey Consultants
- Planning Authority
- Building Regulations
- Principal Contractor

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