

Deliverability Workshop RIBA Stages 0-2

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Places for
Everyone



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Intro to Stage Groupings & Deliverables

- ▶ Royal Institute of British Architects
- ▶ Established to provide a plan of work to provide a structured approach to projects.
 - ▶ Stage 0 – Strategic Definition ('The Brief')
 - ▶ Stage 1 – Preparation & Brief (Feasibility Design)
 - ▶ Stage 2 – Concept Design
 - ▶ Stage 3 – Developed Design (AKA Spatial Coordination)
 - ▶ Stage 4 – Technical Design
 - ▶ Stage 5 – Construction
 - ▶ Stage 6 – Handover
 - ▶ Stage 7 – In use

Intro to Stage Groupings & Deliverables

Stage	Stage 0: Strategic Definition	Stage 1: Preparation and Brief	Stage 2: Concept Design
Stage Overview	Outcome: The means of achieving the project aims and objectives are identified.	Outcome: Clear understanding of the feasibility constraints and measures required to complete the project.	Outcome: A preferred Design Concept promoted for delivery.
Stage	Stage 3: Developed Design	Stage 4: Technical Design	
Stage Overview	Outcome: Architectural and engineering information Spatially Coordinated	Outcome: All design information required to manufacture and construct the project completed.	
Stage	Stage 5: Construction	Stage 6: Handover and Close Out	Stage 7: In Use
Stage Overview	Outcome: Manufacturing, construction and Commissioning completed.	Outcome: Infrastructure handed over, Aftercare initiated and Building Contract concluded.	Outcome: Infrastructure used, operated and maintained efficiently.

Intro to Stage Groupings & Deliverables

Stage 0 Deliverables

*additional requirements for Community Partners

Essential

- Outline Business Case
- Delivery plan (outline)
- Stakeholder map
- Communications and Community engagement plan (outline)
- Identified project team
- Data sharing strategy

Additional / Considerations

- Identification of community advisory group
- Project brand and style guide

<https://www.showcase-sustrans.org.uk/wp-content/uploads/2022/07/PfE-Applicant-Guidance-Concept.pdf>

https://www.showcase-sustrans.org.uk/wp-content/uploads/2022/07/PfE-Applicant-guidance-Appendix_Concept-Deliverables.pdf

Intro to Stage Groupings & Deliverables

Stage 1 Deliverables

Essential

- Feasibility study
- Statutory permissions identification
- Monitoring and evaluation plan
- Updated project management documents
- Updated communications and engagement documents

Additional / Considerations

- Public Life Survey
- Environmental and Sustainability Review
- Community Asset Map
- Plan to create community advisory group

Intro to Stage Groupings & Deliverables

Stage 2 Deliverables

Essential

- Comprehensive Concept Package
- Full Business Case
- Match Fund Identification
- Statutory permissions granted
- Behaviour change activity plan
- Project communications
- Updated project management documents
- Updated Monitoring and evaluation plan
- Updated communications and engagement documents

Additional / Considerations

- Visualisations
- Multi-modal transport modelling aligned with project objectives
- Plan for street trial (if appropriate)
- Green and blue infrastructure proposals
- Lighting proposals
- Signalling proposals
- Formative baseline monitoring and evaluation
- Longitudinal monitoring
- Updated Community Asset Map

Key Points / Common errors

- ▶ Costings:
 - ▶ Significant range of % and £ for Optimism Bias and Contingency
 - ▶ Fees being requested don't match cost estimates / budget plans
 - ▶ Lack of detail in cost plans
- ▶ Programmes:
 - ▶ Unrealistic / unachievable
 - ▶ Programme wide rather than project specific
 - ▶ Cover project (or programme) in total with the specific phase not being highlighted / detailed
- ▶ Concept Designs:
 - ▶ Lack of detail on drawings or in report
 - ▶ Lack of information about project / design (most commonly programme, risk registers and drawings)
- ▶ Project Delivery Plan:
 - ▶ Individuals named as Client, Designer, Principal Designer

Table 13.4: Recommended Optimism Bias Uplifts

Category	Types of Project	Stage 1	Stage 2	Stage 3
Roads	Motorway	44%*	15%	3%*
	Trunk roads			
	Local roads			
	Bicycle facilities			
	Pedestrian facilities			
	Park and ride			
	Bus lane schemes			
	Guided buses on wheels			
Fixed Links	Bridges and Tunnels	66%*	23%	6%*
Building Projects	Stations and Terminal buildings	51%*	-	4%*
IT Projects	IT system development	200%*	-	10%*

Sources: Flyvbjerg (2004) and Mott MacDonald (2002)*

Key Points - Costings

Table 13.3: Scheme Development Stages

Category	Stage 1	Stage 2	Stage 3
Local authority and Public Transport Schemes	Strategic Outline Business Case	Outline Business Case	Full Business Case
Major Road Schemes	PCF Options Phase	Order Publication/Works Commitment	Construction Preparation

RIBA Stages								
Concept			Design			Construction		
0	1	2	3	4	5	6	7	

<https://www.transport.gov.scot/publication/stag-technical-database/section-13/#s133>

Key Points - Programmes

- ▶ Realistic and include should account for;
 - ▶ Multiple overlapping tasks
 - ▶ Public holidays
 - ▶ Local public events
- ▶ Should outline:
 - ▶ Critical path
 - ▶ What activities can only be completed once others are complete
 - ▶ Milestone tasks
- ▶ In an ideal world the programme would tie in and directly correspond to an activity schedule used for pricing (EVEN BETTER IF THE PROGRAMME HAS A 'COST' COLUMN)

Key Points – Concept Designs

- ▶ Quality design drawings are clear, easy to read, concise and show detail appropriate to the stage in the process
- ▶ Sufficient detail to be able to progress to ‘Developed Design’ (Note: A line on a 1:10k scale plan showing a proposed route corridor is not enough detail to progress to stage 3)
- ▶ Constraints plans are very useful (from a funder, client, and designer perspective)
- ▶ Drainage strategies are required – at the earlier stages these can be ‘the intent’ for drainage
- ▶ Road Safety Audits Stage 1 are commonly overlooked – appreciated these are project specific
- ▶ Project risk registers are a key item from an early stage. They can be a key tool in informing how a project is costed and progressed, and they can be developed as the project progresses.
- ▶ Designers risk registers highlight risks that may impact the design construction or use. Can be developed as the project progresses

Key Points – Delivery Plans

- ▶ CDM roles should be clearly identified. If an individual is named, their organisation should be referenced – i.e ‘XX on behalf of YY’
- ▶ Can be a key document for reference as the project progresses – can outline information on procurement processes, how risks may be addressed, how permissions may be sought
- ▶ Can assist project managers and clients as well as the funder



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Summary

- ▶ Sustrans, as funder, want to work WITH partners, not against
- ▶ The more consistency across the board, the better and easier for everyone
- ▶ The updated guidance contains all the information required to support with the preparation of a good application
- ▶ Sustrans can provide support, through the correct channels, where needed
- ▶ There is a lot of ambition and a lot of great ideas – lets make them happen together

- ▶ The upcoming projects were good examples – and chosen as such

Any
questions?



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