



Department
for Education

Further Education Condition Data Collection (FE CDC)

Guidance for FE Colleges

April 2019

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Purpose of the Further Education Condition Data Collection

The purpose of the Further Education Condition Data Collection (FE CDC) is to gather building condition data to improve our understanding of the condition of the further education college sector in England (excluding private sector providers), and to provide the evidence base to support future decision-making about FE capital funding. By the end of 2019, we will have completed a similar programme for schools, school sixth forms and sixth form colleges. Once the FE CDC is complete we will have a comprehensive picture of the condition of the government maintained school and college estate in England.

The FE CDC programme will also provide FE colleges with high level condition data to complement their own locally commissioned surveys.

Which institutions are involved in the FE CDC programme?

The following college/institutions types are included in the FE CDC programme:

- General Further Education College (also includes Art, Design and Performing Arts and Tertiary Colleges)
- Land Based College – Agriculture and Horticulture
- Designated Institution

The term 'FE college' is used to include all of the above institutions.

The following colleges/institutions are excluded from the FE CDC programme and are out of scope:

- City Technology Colleges (included in the school CDC programme)
- Sixth Form Colleges (included in the school CDC programme)
- Specialist Post 16 Institutions (private providers)
- University Technology Colleges (included in the school CDC programme)

Who will be visiting my FE college?

FE colleges will be visited by one of four surveying organisations – Aecom, Capita, Faithful & Gould or Rider Levett Bucknall. It is possible that you may also be visited by Arcadis who are providing technical support (including audit) to the programme. All building surveyors and engineers are industry accredited (e.g. RICS, CIBSE), will have a minimum of 3 years' experience assessing building and/or building services condition and have a relevant degree or equivalent qualification.

When will I be visited and what will it entail?

FE colleges will be visited between May and December 2019. You will be contacted by your surveying organisation to arrange two site visits. The preliminary visit will be a short visit to gather information to help with planning the main site visit, and to provide further information about the programme. The second main visit will collect data on condition. The length of site visits will depend on the size of the college. FE colleges will be notified about the number of days the main visit will take following the preliminary site visit. We aim for the visits to cause minimum disruption.

What is expected of FE colleges?

FE colleges have an important role to play in the delivery of the FE CDC programme. FE colleges are asked to:

- provide contextual information about their site(s)
- provide assessments on suitability of blocks and asbestos compliance documentation relating to their site(s)
- meet with surveyors when they visit and provide full access to their site(s)

FE CDC data collected

Surveyors will collect the following categories of data:

- asset/contextual site data
- condition data
- asbestos compliance data
- suitability data which will be prepared and presented by the college

The condition data collected will:

- show condition and priority grades for all elements within buildings in a college site
- allocate condition and priority grades as follows: condition A-D (good→bad); priority for remedial action 1-4 (immediate→more than 5 years)

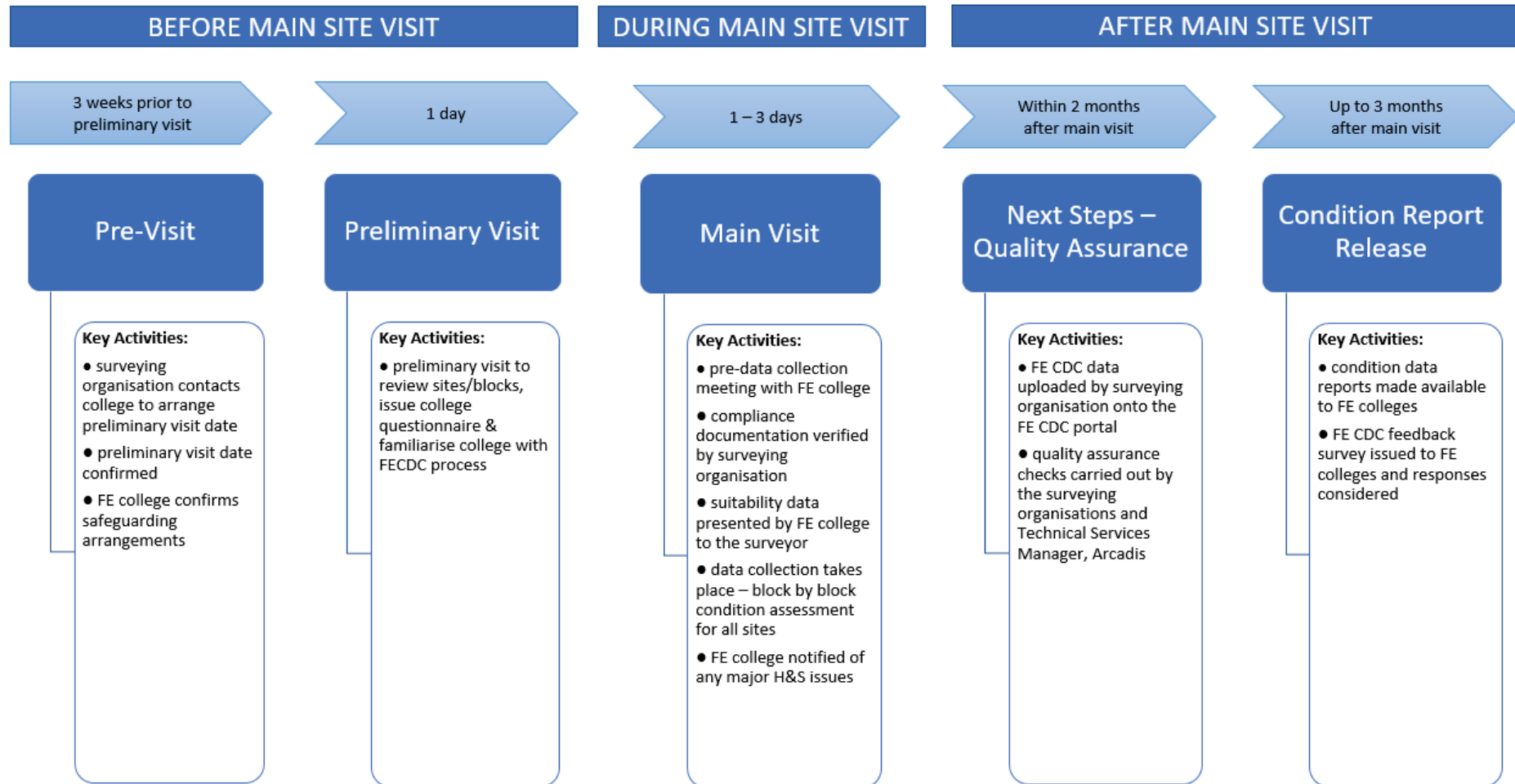
FE CDC process

FE colleges will be contacted by surveying organisations to arrange the preliminary visit which will explain the FE CDC process and review the FE college sites and blocks. This will be followed by the main visit. At the main visit, a fabric surveyor and a mechanical and electrical surveyor will collect condition data on all buildings on all sites, and asbestos compliance information, as well as suitability data.

The suitability information is collected at block level. At the main visit, a copy of the draft proposed site/block reference plan generated from the preliminary visit will be shared with FE colleges. FE colleges will be asked to identify and complete a suitability assessment for each block. Guidance on completion will be provided.

After the main visit the data collected will be quality assured and FE colleges will be provided with a high level condition report. At this stage, FE colleges will be given the opportunity to provide feedback on the FE CDC process and their condition report.

Headline FE CDC process



FE CDC data – benefits and limitations

The information obtained during the FE CDC programme will not replace existing arrangements that colleges have in place to gather detailed building condition data. FE CDC data will be less detailed than a typical condition survey used by FE colleges for asset management purposes. FE CDC will not involve an invasive survey. This means that surveyors will undertake a visual inspection only and will not access roof voids, remove ceiling tiles or test any 'plant' equipment such as boilers and heaters whilst on site. The FE CDC data will not be comprehensive, and will not include a structural assessment, nor collect health and safety information or record hazardous materials such as asbestos.

Data collected during the FE CDC may however be a useful supplement to locally held condition data, and be helpful to support local maintenance programmes or asset management plans.

FE colleges may find the FE CDC data useful, as it can be used to:

- contribute to a broader view of condition need at an FE college
- highlight condition issues which need attention or further investigation
- provide a view of roof condition which is not normally seen (via an aerial photo)
- provide good photographic evidence of condition issues
- highlight any gaps in building compliance and management documentation at an FE college

The FE CDC cannot, on its own, provide sufficient information to inform asset management planning. This is because:

- it is not invasive (only visible condition is inspected)
- it is not structural (critical structural repairs may not be identified)
- it does not report on hazardous materials (principally asbestos)
- it does not address critical health and safety requirements such as fire and intruder alarm functionality (although surveyors observing major health and safety issues will report these directly to the FE college)
- it does not take into account detailed building use or capacity (sufficiency or places)
- it does not provide descriptions of defects and remedies or cost information for FE colleges

Access to FE CDC data

Once data has been quality assured, it will be available for download by FE colleges via the FE CDC portal. FE colleges will be notified when their condition report is available and will be provided with instructions for setting up their FE CDC portal account in order

to access the data. They will be given the opportunity to feedback on the content of their FE CDC condition report and their experience of the FE CDC programme.

Further information

Further information about the school CDC and the FE CDC can be found on [gov.uk](https://www.gov.uk).



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