

From: [REDACTED]
To: [Sandy Rintoul](#); [Michael Miller](#)
Cc: [REDACTED]
Subject: E20955.00 - St Cuthbert's RC Primary School
Date: 08 July 2026 17:04:10
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[e719b980-7df0-4a79-8a13-3c8f12766a95.png](#)

[REDACTED]

Hi Sandy/Michael

Just wanted to provide a quick update on St Cuthberts and our current thinking on the proposed design and installation of the steelwork.

We are continuing to refine the steelwork design and, as part of this process, have identified a few areas where further coordination with other disciplines will be required to progress the overall design.

Please see the list below on items needing further thought/coordination. These items will require input from the relevant appointed consultants to ensure the proposals can be fully coordinated.

Happy to have a quick Teams call to discuss them if required.

Ceiling specification

Confirm proposed ceiling type and specification.

- Ceiling level will depend on steelwork depth.
- Confirm whether the new steelwork is to be fully concealed within the ceiling zone.
- Confirm any requirements for access panels.
- Confirm whether the ceiling is required to be fire rated.

Ceiling perimeter details

Confirm how the new ceiling will terminate at:

- window heads and reveals,
- doors,
- existing partitions/cupboards.

Existing cupboards

Are cupboards to be:

- removed and reinstated,
- modified around the new steelwork,
- replaced.

Existing Internal Downpipes

- Internal downpipes are found in the corner of a number of rooms. Position should be surveyed and coordinated with fabricated steelwork.

Lighting and Other Services

Steelwork and timber support members will obstruct free access above the ceiling. Existing and proposed services, including lighting and electrical containment, will need to be coordinated with the new structure.

- Services should be arranged to avoid clashes with the underside of the steelwork/timber members and maintain access for installation and maintenance.
- Access panels to services should be confirmed.

Existing Cavity Wall Vents

- Location and purpose of existing cavity wall vents should be surveyed.
- Proposed steel beams will need to be coordinated to avoid bearing at vent locations.

Fire Requirements

- Fire requirements should be confirmed by the relevant designer/consultant.
- Requirements for protection of new steelwork and timber members should be confirmed.
- The impact of the proposed works on existing compartmentation should be considered, including any penetrations or alterations to walls between:
 - classroom to classroom,
 - classroom to corridor.
- Any required fire stopping requirements should be confirmed prior to construction.

Structure

Prior to fabrication, confirm a detailed site survey including:

- existing floor soffit levels,
- wall positions,
- existing obstructions,
- available installation tolerances.

Installation

- Confirm maximum practical steel member lengths and splice locations

Best Regards



Project Engineer

for Will Rudd
*MEng(Hons), CEng,
A1StructE
Please note my working
days are Monday to
Thursday*



Will Rudd Davidson (Edinburgh) Ltd | 43 York Place | Edinburgh | EH1 3HP

To view our e-mail disclaimer, please click [here](#).

Notification of construction project

Created Date: 13/08/2026

About the location of the site

Address of the construction site	ST. CUTHBERTS RC PRIMARY SCHOOL, 9 HUTCHISON CROSSWAY, EDINBURGH, SCOTLAND, EH14 1RP
In which local authority is the site address?	Edinburgh Council City of

About the project

Description of project	Mechanical and Electrical: M&E - Installation, Painting and Decorating: Painting & decorating, Refurbishment: Refurbishment commercial, Site Investigation: Site investigation
Description of the construction work	The installation of remedial steelwork to carry out structural support to six classroom / teaching spaces within the above property. The supports are to be installed below the ceiling of three ground floor compartments and below the roof level in three upper floor compartments (directly above the former) The works consist of the safe & secure erection of a site set up within an existing school boundary to facilitate the delivery and installation of structural steelworks within the property. Lifting and lowering steelwork will be a key risk within the works along with several temporary works to facilitate the placement of steelwork internally. The steelworks are to be delivered to site following fabrication (completed off site) and craned through the gable elevation windows where loading bay scaffolds will support the passage of steel to internal mechanical lifting aids that will provide the final placement of the steel internally all as per the structural engineer's design. The works also consist of a framework of additional timber supports fixed in accordance with the structural engineer's design to be installed between the steel members and to support the defected floor / roof as designed. The associated works include a fire rated ceiling in each ground floor compartment, new lighting throughout each area, the reinstatement of detection and fire alarm systems (fixtures only no containment or wiring), uplift and renewal of finished floor coverings and decoration.
No of people on site	10
No of contractors on site	4
Start Date	31/08/2026
Time Allowed by Client (in weeks)	20
Duration (in weeks)	12

About those involved in the project

Name	The City of Edinburgh Council	Role	Client
Email	sandy.rintoul@edinburgh.gov.uk	Tel. Number	
Address	THE CITY OF EDINBURGH COUNCIL, WAVERLEY COURT, 4 EAST MARKET STREET, EDINBURGH, SCOTLAND, EH8 8BG		

--	--	--	--

Name	Will Rudd Davidson (Edinburgh) Ltd	Role	Principal Designer
Email	██████████@ruddconsult.com	Tel. Number	0131 ██████████
Address	WILL RUDD DAVIDSON, 43 YORK PLACE, EDINBURGH, SCOTLAND, EH1 3HP		

Name	Skanska UK	Role	Principal Contractor
Email	██████████@skanska.co.uk	Tel. Number	██████████
Address	SUITE 3B, AVONDALE HOUSE, PHOENIX CRESCENT, BELLSHILL, SCOTLAND, ML4 3NJ		

Name	The City of Edinburgh Council	Role	Designer
Email	sandy.rintoul@edinburgh.gov.uk	Tel. Number	██████████
Address	THE CITY OF EDINBURGH COUNCIL, WAVERLEY COURT, 4 EAST MARKET STREET, EDINBURGH, SCOTLAND, EH8 8BG		

Declaration details

Name	██████████
Declaration	I have been asked by the client to notify on their behalf, and they have confirmed they are aware of their duties
Date	13/08/2026
Confirmation Email	██████████@thomsongray.com

Client Signature (Can be used for your own records, ONLY if required)

Declaration (as stated above)

Name:

Declaration Signature:

Date: