Construction Management Plan

Demolition of existing workshop and outbuildings and construction of new workshop and showroom and 2 studio apartments

HGB Motorcycles

42-48 Windmill Hill,

Ruislip, HA4 8PT.

PREPARED BY

WERNINCK BUILDING SERVICES LTD

(REV.1 – 18/02/2022)

Contents

5.0	5.12 Internals First Fix **Construction Phase (Continued)**	
	5.13 Decoration Various Trade 5.14 Mechanical & Electrical Services Second Fix 5.15 Decoration and Finishes 5.16 External Works 5.17 Construction of New 'Bell Mouth Entrance' into New Development 5.18 Snagging 5.19 Inspections / Testing / Reports & Certificates 5.20 Construction Health & Safety File	

1.0 Introduction

1.1 Construction Management Plan

This Construction Management Plan accompanies the Planning Application and other associated documentation relating to demolition of workshop and out-buildings to the rear of Daytona Motorcycles, 42-48, Windmill Hill, Ruslip, HA4 8PT.

The project has a provisional start date of 7th March 2022 and completion 28th August 2022

The Construction Management Plan (CMP) has been developed to minimise the impact of the construction on the surrounding community both for the construction on site and the transport arrangements for servicing the site.

This (CMP) describes the anticipated construction programme for the development and describes the nature of the activities to be undertaken. In this (CMP) we have identified the environment and all other relevant considerations associated with these activities and outline's the appropriate measures that might be implemented for their mitigation.

This CMP has been produced by the Principle Contractor on behalf of the Applicant (Client) using the experience of professional advisers based on the typical construction methods and contracting strategies that can be reasonably anticipated for a development of this type.

1.2 Details of Site prior to Development

The site has an area approx. 340 m.sq (0.034 Hectares) The site is currently occupied by a single storey workshop with small storage buildings adjacent and associated outdoor parking space. It is of a rectangular shape and surrounded by buildings without windows on the ground floor on three sides. To the east of the site is an adjoining motorcycle shop with residential units on top. South and west of the site is a residential development with commercial space on the ground floor. To the north the site faces the back gardens of residential properties facing Manor Way and Ruislip Baptist Church which is distinguished by its large built form and central spire.

The site is accessed via a private service road running down the side of the motorcycle shop from Windmill Hill. The true ownership of the road is unclear from original documents but seems to have the lower half as part of this development and the upper part owned by the Church. The motorcycle shop has used this access road for many years without there apparently being any rights of access being contested by the Church or surrounding neighbours.

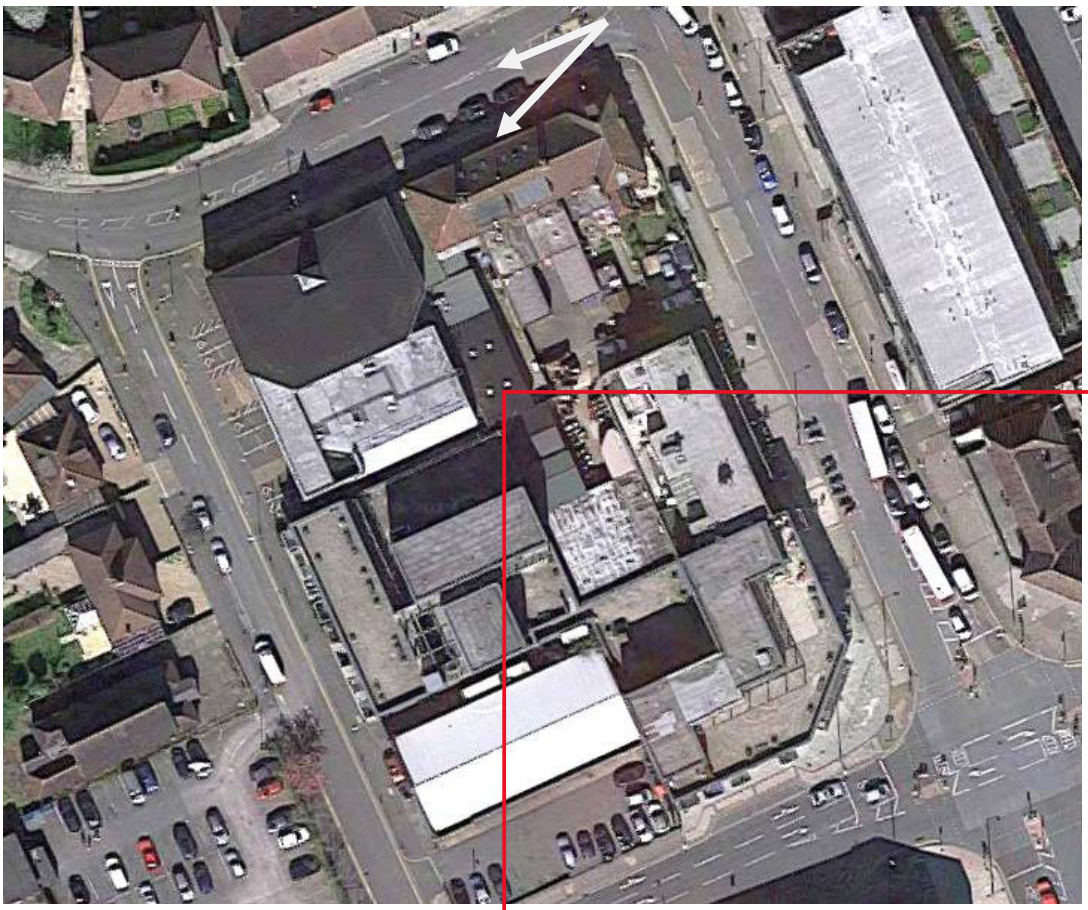
The photographs below show the access road and the existing workshop and outbuildings to be demolished.

Motorcycle Shop front and service road

Private access Road to Site

Workshop and Outbuildings for Demolition

Workshop and Outbuildings for Demolition



Aerial view of demolition site

1.3 Proposed Development

The proposed development is to demolish the existing brick-built workshop and associated storage outbuildings and build a new ground and mezzanine level commercial premises consisting of workshop and showroom at ground floor level and storage at mezzanine level. There would be 2 studio flats built above this at first and second floor levels.

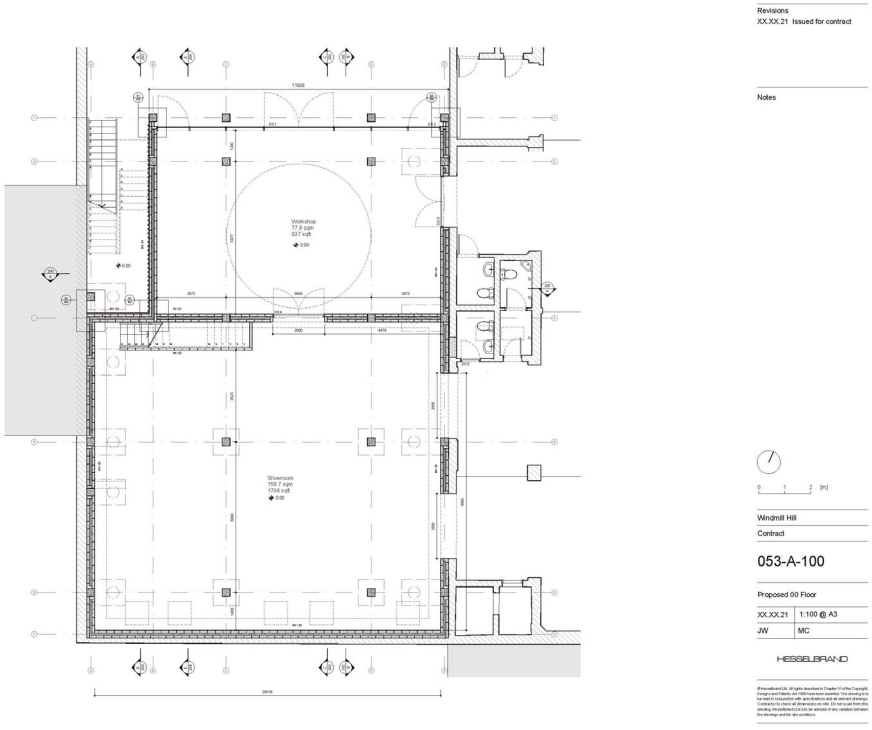
The studio flats would be accessed independently of the commercial unit via an external iron staircase. Each studio flat would consist of an open plan living and bedroom area and kitchen/utility area and a bathroom with shower and WC. The flats will be sold as “car free” but provided with storage space for bicycles at ground floor level.

The flats will have outdoor amenity provided by access to an open balcony at the front of each flat as well as access to the flat roof area above second floor level.

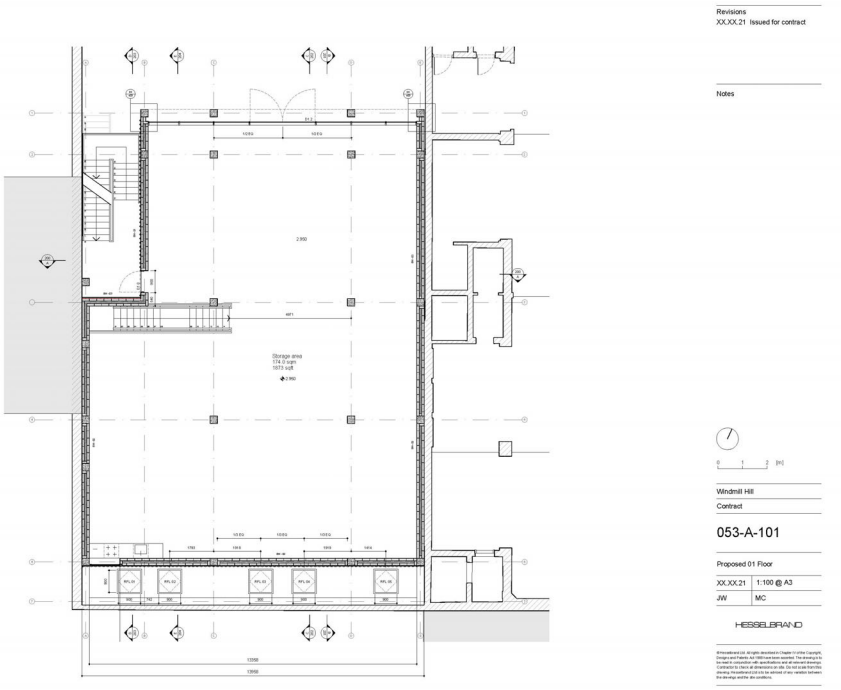
At ground floor level there will be storage space for rubbish and recycling bins adjacent to the bike store.

Access to the flats from Windmill Hill will be via the existing private service road which is to be re-surfaced to form a safe route.

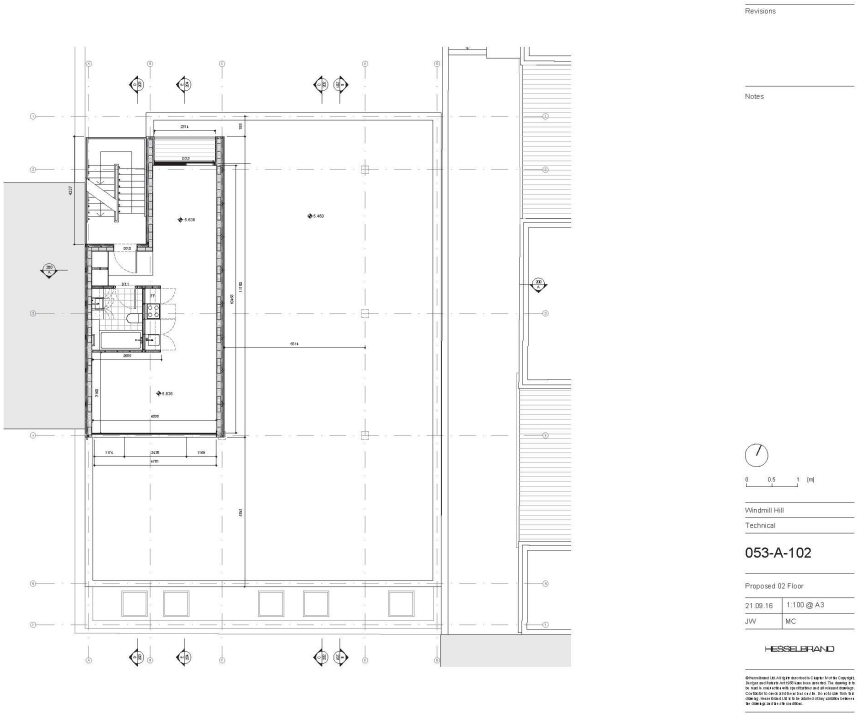
Proposed Drawings for the Development



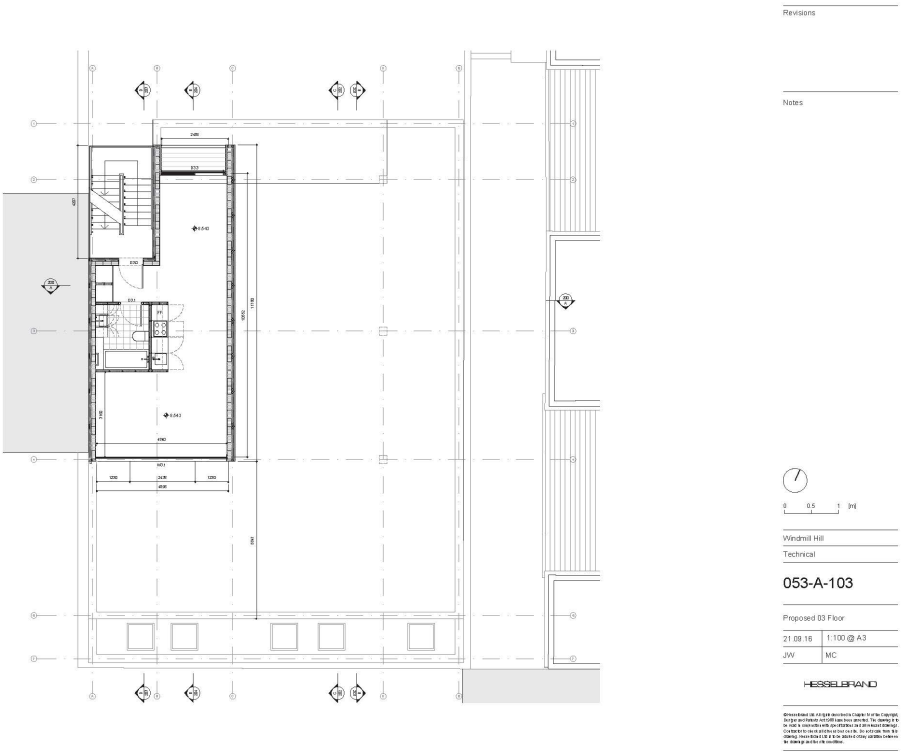
Proposed Ground Floor



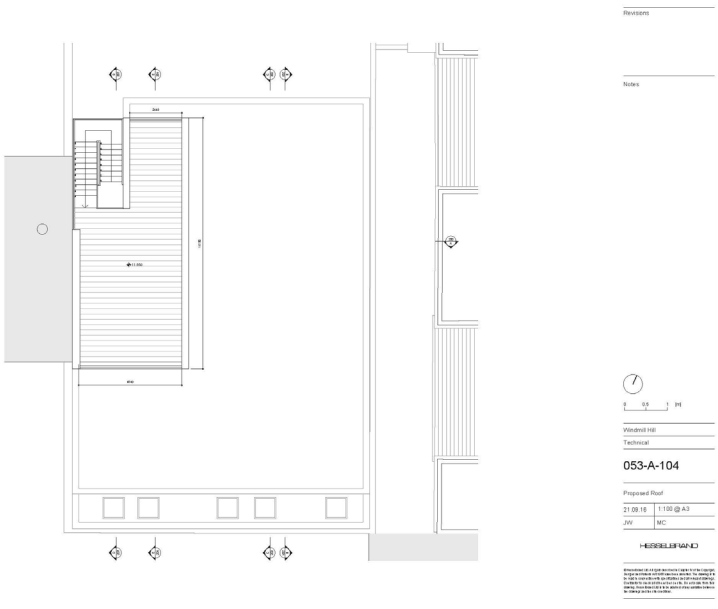
Proposed Mezzanine Level



Proposed First Floor



Proposed Second Floor



Proposed Roof Level

1.4 Design and Access Statement

This Construction Management Plan takes cognisance relating to the detailed information contained within the Design and Access Statement (appendix) and reference is made throughout this document.

This includes but not restricted to –

- Site Context
- Planning Context
- Planning History
- Pre –application Consultation
- Propose Scheme (Principles & General Description)
- Privacy / Overlooking
- Outdoor Amenities
- Daylight / Sunlight Impact
- Character / Appearance / Materials
- Landscaping
- Sustainability
- Waste Management Plan
- Public Transport / Access / Vehicle and Cycle Parking

1.5 Construction (Design & Management) Regulations 2015

With the requirements of the revised legislation which came into force on the 6th April 2015 this document and all future documents including the Pre-construction Health and Safety Plan, Construction Health and Safety Project Plan(s) and the final Health and Safety File will take cognisance of these changes. The changes that affect this document are as set out in the new Regulations and in the main will apply to -

- **Principal designer**. The replacement of the CDM co-ordinator role (under CDM 2007) by principal designer. This means that the responsibility for coordination of the pre-construction phase – which is crucial to the management of any successful construction project – will rest with an existing member of the design team.
- **Client**. The new Regulations recognise the influence and importance of the client as the head of the supply chain and they are best placed to set standards throughout a project.
- **Competence**. This will be split into its component parts of skills, knowledge, training and experience, and - if it relates to an organisation - organisational capability. This will provide clarity and help the industry to both assess and demonstrate that construction project teams have the right attributes to deliver a healthy and safe project.

The technical standards set out in Part 4 of the new Regulations will remain essentially unchanged from those in guidance related to CDM 2007. HSE's targeting and enforcement policy, as a proportionate and modern regulator, also remains unchanged.

2.0 Site Contact Listing

2.1 Client

Name	Mr Mike Harrington
Address	HGB Motorcycles 69/71 Parkway, Ruislip Manor HA4 8NS
Contact Telephone No.	01895 676 451
Email	accountsbr@hgbmotorcycles.co.uk

2.2 Principal Designer

Name	Quorum Consulting Engineers
Address	Office 37a UK Technology Centre Pencoed Technology Park CF35 5HZ
Contact Telephone No.	01446 774493
Email	joel.saunders@qapm.com

2.3 Planning Reference

Name	London Borough Of Hillingdon
Ref – **Appeal -**	Ref 74574/APP/2019/431, dated 12 January 2019 APP/R5510/W/20/3250274
Contact Telephone No.	(Planning Officer)

2.4 Principle Contractor Responsible for CMP

Name	Werninck Building Services Ltd – Rod Werninck
Address	5 Syon Court 31 The Avenue London E11 2EE
Contact Telephone No.	Rod Werninck – 07808 734 505
Email	rod@werninck.co.uk

2.5 Site Manager And Certificated First Aider

Name	Constantin Popa
Address	Werninck Building Services Ltd
Contact Telephone No.	07522 954 740

2.6 Community Liaison and Project Director

Name	Giles Ellis
Address	Werninck Building Services Ltd
Contact Telephone No.	07305 404 261
Email	giles@werninck.co.uk

2.7 Structural Engineer

Name	Quorum Consulting Engineers
Address	Office 37a UK Technology Centre Pencoed Technology Park CF35 5HZ
Contact Name	Dmitry Sidorenko
Contact Telephone No.	01446 774493
Email	Dmitry.Sidorenko@qapm.com

2.8 CDM Coordinator

Name	Joel Saunders – Quorum Consulting Engineers
Address	Office 37a UK Technology Centre Pencoed Technology Park CF35 5HZ
Contact Name	Joel Saunders
Contact Telephone No.	01446 774493
Email	joel.saunders@qapm.com

2.9 Health and Safety Coordinator

Name	D and S Safety Services
Address	15 Tithe Close Gazeley Newmarket Suffolk CB8 8 RS
Contact Name	Darren Street
Contact Telephone No.	07849654362
Email	darrenstreet@btinternet.com

2.10 Energy Assessor

Name	Energy Saving Experts Ltd

Address	9 Woolley Drive Bradford-on-Avon, BA15 1AU
Contact Name	Mike Andrews
Contact Telephone No.	01225 862266 - 0791 215 9195
Email	mike@energy-saving-experts.com

2.11 Architect

Name	Hesselbrand
Address	70 Hatton Garden, London EC1N 8JT
Contact Name	Magnus Casselbrant
Contact Telephone No.	T: +442072427633 M: +447907049251

2.12 Party Wall Surveyor

Name	Robson Walsh
Address	Robson Walsh LLP Chartered Surveyors 19F Park Parade, London NW10 4JH
Contact Name	Andrew Brookfield
Contact Telephone No.	07957170446

2.13 Utilities

Utility	Utility Owner	Address	Contact No
Electricity	UK Power Networks (Network Services)	Metropolitan House, Darkes Lane, Potters Bar Hertfordshire EN6 1AG	0845 2340040
Telecoms	British Telecom (Network Services)	BT Group Customer Services South East Area	0800 800150

Water	Thames Water		0800 980 8800

2.14 Considerate Constructors Scheme

Name	Considerate Constructors Scheme
Address	PO Box 75, Ware, SG12 0YX
WBS Registration No.	C3450
Contact Telephone No.	+44 1920 485959

3.0 Traffic Management for the Site

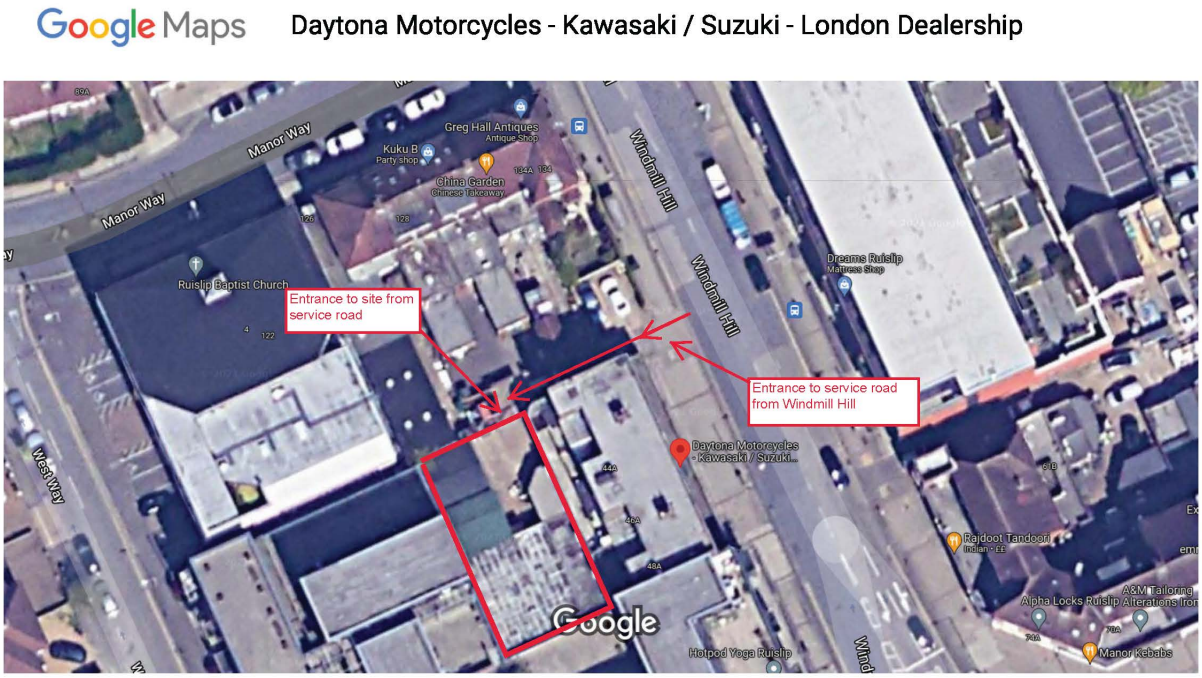
3.1 Windmill Hill

The Construction Site can only be accessed from Windmill Hill via a private service road to the North side of the Motorcycle shop.

Windmill Hill is a main road leading towards Ruislip Manor. This road carries heavy volumes of traffic from public transport, heavy goods vehicles, light goods vehicles, private cars and an increasing amount of persons cycling at peak commuter times.

Traffic volumes are at their heaviest before 9.30 am in the morning and after 3.30 pm in the afternoon. This development should not increase traffic flow as there will be a strict enforcement of the ‘site traffic plan’. (Section 3.3). An aerial view showing the location of the site is detailed below.

The Utilities as part of their upgrading and installing supplies to the new development will accept responsibilities for notification, road opening notices, traffic management installation of apparatus and reinstatement as required under the New Roads & Street Works Act 1991.



3.2 Signage For the Entrance

Permission has been obtained from the Client who is also the freeholder of 42 – 48 Windmill Hill to put a site board on the side of the building at approx. 3m height . This board will be visible to traffic coming from the North to indicate the site entrance.

Movable bollards and barriers with signage indicating the construction site will be placed across the service just down from the parking spaces at the front of the driveway.

3.3 Site Traffic Management Plan

A stringent ‘site traffic management plan’ will be implemented at all times. The overall responsibility will rest with the Site Manager nominated by the Principal Contractor. The main points of the ‘site traffic management plan will include –

- Instruction to all site personnel
- Dedicated ‘banks man’ to guide and control vehicles and plant onto, around the site, parking, loading and off loading and vehicles leaving the site. They will also be responsible for informing delivery drivers and vehicles removing waste materials from

site. Banks man will be CSCS / CPCS trained and certificated will wear fluorescent waist coats with the word 'banks man' clearly visible on this garment.

- There will be no on-site parking
- Removable barriers will be placed part way down the drive to prevent parking by others on the service road
- A letter will be distributed to neighbours explaining the necessity to keep the service road accessible for contractors and neighbours alike
- There will be no storage of material or rubbish kept on the service road. Rubbish will be picked up from inside the site by grab lorry.
- Traffic on and off the site will be guided by 2 banks-men who will ensure protection of traffic on Windmill Hill, passing pedestrians and parked cars
- Deliveries and muck-away will be timed for "off peak" traffic times
- A clear pedestrian walkway must be maintained at all times.
- The rear exit from the church grounds will be kept clear at all times
- Ensuring construction deliveries are received outside peak hours at all times. Suppliers will have this stipulated in the procurement agreement.
- Required restriction on construction and delivery vehicles as follows –

1. All Heavy Goods Vehicles shall comply with the Direct Vision Standard. A rating of 3 stars (or more) will be required. The Direct Vision Standard came into force on 1st March 2021 and forms part of the Safety Permit for all HGVs entering London (an area bounded by the M25 Motorway). It is the haulier's responsibility to comply with these regulations prior to entering the Enforcement Zone. Enforcement operates 7 days a week, 24 hours a day.

2. Freight Operators Recognition Scheme (FORS) Silver standard is to be mandated by all freight operators delivering to this site to support this development.

3. All deliveries, particularly Heavy Goods Vehicles, to site shall be made using vehicles which have a Class VI mirror fitted in accordance with EU directive 2007/38/EC. This is to ensure improved fields of vision across the front of the vehicles.

4. Delivery and removal vehicles will be required to access the site from Windmill Hill having approached from the South (Pembroke Road) side. With the aid of minimum 2 banksmen will reverse in to the service road to access the site. Vehicles will leave in a forward direction turning left out the service road in the direction of the traffic – North up Windmill Hill.

4.0 Environmental Issues

4.1 Environmental Impact

The site is an existing brownfield site. The commercial part of the development will be used in a similar way to existing. There will be no additional external equipment.
There is no change of hard standing to affect site drainage.
There is not expected to be any environmental impact.

4.2 Site Working Hours

The standard working hours for the site will be –

- 8.00am to 5.00pm Monday to Friday
- 9.00am to 1.00pm Saturdays
- No working on Sundays or Public Holidays.

4.3 Impact on Residential Amenity

The proposed building has been designed and positioned to ensure the amenities of the adjacent dwellings to the sides would not be harmed by the development.
The access to the rear of the Church and the rear of properties of Manor Way will be unchanged by the development.

During the works access will remain as existing and only be controlled during deliveries or rubbish removal.

4.4 Trees and Landscape

There are no trees or landscaping at present and this will remain unchanged.

4.5 Ecological Survey & Bat Assessment (Phase 1)

This is a brownfield site with commercial/industrial use and no landscaping, greenery or habits suitable for any protected species of animal. No further investigation was deemed necessary.

4.6 Flood Risk Assessment

- The site lies within Flood Zone 1 and is therefore at low risk of fluvial or tidal flooding.
- There is a low risk to the site from reservoirs, canals, sewers and ground water.
- The site is classified as being at ‘very low’ risk of flooding from surface water flows.
- The proposed development will not increase the rate or volume of surface water drainage leaving the site, and will therefore not increase the risk of flooding to other sites.

It is therefore considered that following the proposed changes of use, the site will be low risk of flooding and will not increase the risk of flooding elsewhere.

4.7 Sustainability Statement

Sustainable Design and Construction incorporates the following –

- New development will provide a well designed layout, an attractive and accessible place for residents to reside.
- Maximising the opportunity to connect to public transport / cycling and walking minimising the need travel by car.
- Design parameters include security systems to assist in the reduction of crime.
- Provide energy efficient homes to help address climate change, exceed requirements of building regulation requirements with ultimate financial savings to residents.
- Maximise the use and efficiency of the site to the benefits of residents.
- Provide sufficient opportunities for recycling during construction phase and that of residents.
- Provision of on site cycle storage for residents

4.8 Noise, Dust & Nuisance

Noise, dust and nuisance can have an impact on the surrounding area and community. The procedures to reduce and where possible eradicate will be set out in the Pre- Construction Health & Safety Plan, Construction Health and Safety Plan, Method Statements and Risk Assessments with the Principal Contractor engaged for the project being ultimately responsible as part of his duties under the Construction (Design & Management) Regulations 2015.

Noise

Where the operational risk levels illustrated within The Control of Noise at Work Regulations 2005 could be exceeded, the precautions set out to eliminate or reduce noise levels are to be implemented. Details of maximum exposure times are to be conveyed to the relevant Site Personnel and strictly adhered to.

The Control of Noise on Construction Sites comes under the Control of Pollution Act 1974 and while control measures will be set out in the fore mentioned Health & Safety Plans the following will be adhered to.

- Working hours will be strictly observed.
- Prohibition of use of radios on site.
- The equipment must comply with at least BS-7580-2 1997 Type 2 specification, as required by BS 5228-1:2009 "Code of practice for noise and vibration control on construction and open Sites 2 Part I: Noise. Annex G.
- Vehicles and plant will turn off engines when idle.
- Specify plant or machinery which is or not to be used on site.
- Ensure noise levels are kept as low as possible taking noise readings at various points around the perimeter during demolition and construction works.

Dust

The site will comply and follow the published guidance by The Institute of Air Quality Management (IAQM) on how to assess impacts of emissions of dust from demolition and construction sites.

Dust on site will be inevitable during demolition work but this can be mitigated and reduced by –

- By fulfilling obligations under CDM
- Selecting competent demolition operatives.
- Managing the demolition project in reference to CDM
- Assessing the environmental impact before, during and post demolition work.
- Ensure vehicles removing demolition material from site are covered.
- Damping down and containing dust during cutting and breaking

Nuisance comes in many forms including vehicle parking, noise, dirt and dust. Other nuisances could be –

- Works and delivery vehicles parked on the highway during the day or night – this will be prohibited and delivery vehicles will be required to leave the area when finished and only arrive when there is immediate access to the site

- Attempts must be made to hold site meetings outside peak hours. On-street parking available on surrounding streets must be avoided at all times.

- Consultants and visitors to the site will be encouraged to use public transport.

- All vehicles shall have their engines switched off while not in use to avoid idling and any vehicles carrying waste and dusty materials will be adequately sheeted or covered

- Uncontrolled debris such as paper / packaging being blown by the wind. Site tidiness is paramount.

- The site will have a wheel washing facility and ensure that wheels are washed prior to vehicles leaving the site.

- The contractor will ensure that the area around the site including the public highway is regularly and adequately swept to prevent any accumulation of dust and dirt.

- Any temporary exterior flood lighting of the works incorrectly adjusted to cause inconvenience to neighbours.

4.9 Contaminated Land

Hillingdon Council have advised there is no contaminated land within the confines of the site to be developed.

4.10 Asbestos

An asbestos survey was carried out by Kadec Asbestos Management Ltd and no asbestos was found withing the construction site.

4.11 Demolition

In accordance with Managing Health & Safety in Construction the Construction (Design & Management) Regulations 2007 Approved Code of Practice (Regulation 29 - Demolition or dismantling of a structure , or part of a structure) shall be planned and carried out in such a manner as to prevent danger, as far as reasonably practicable.

As part of the demolition process for Rear of 42 – 48 Windmill Hill the following processes will be in place -

- Application for Application for Demolition (Building Act 1984 – Section 80) at least six weeks prior to works commencing.
- Ensure the site is secure with substantial hoardings and the appropriate waning notices displayed.
- Before any work commences gas, water, electricity and other supplies isolated.
- Have as the demolition process a ‘waste management plan’ to ensure demolished materials can be segregated, recycled / reused where possible reducing waste for disposal to a minimum.
- Removal of all material from site ‘covered’ in suitably sized vehicles .
- Minimise noise, dust and nuisance ensuring mud does no encroach on the highway from vehicle wheels.

4.12 Waste Management

Ensure there is a ‘hierarchy for the management of waste’ throughout the whole project from start to finish. This will be achieved by –

- Waste management training as part of all site inductions.
- Principal contractor, demolition and other contractors will have to demonstrate their waste management strategy and procedures as part of the site project plans along with statutory requirements for the transporting of waste – Waste Carriers Licences and have a ‘waste management strategy’.,
- Commitment to ‘waste reduction’ – Reduce , Reuse, Recycle, Responsible Disposal

For residents an enclosed and ventilated ‘bin store’ has been designed for an appropriate number of Eurobins for general waste and a number of Eurobins / wheelie bins for recycling. Each bin will be stored parallel to each other so that each and every bin can be

conveniently accessed. There location will be accessed externally on the ground floor adjacent to the entrance. This will contribute to –

- Ease of access for residents to dispose of waste.
- Ease of waste recycling by residents.
- Bins being stored parallel each labelled up, this will assist residents disposing their waste in the correct bin.

5.0 Construction Phase

5.1 Pre- Construction Processes

On receipt of Planning Approval the Client, Principal Designer along with support from nominated Designers, Quantity Surveys, Procurement, Health & Safety, Environment and Quality Specialists will -

- Review existing plans and supporting programmes.
- Programme for works for Rear 42 – 48 Windmill Hill is included and relates to anticipated construction programme.
- Contact Utilities to connect supplies to new residential units arrange for temporary water and electricity supplies for site. Notify Utilities of the new requirements to meet the needs of the new development.
- Prepare CDM Pre- tender Health & Safety File(s) in readiness for the Principal Contractor and Contractors to produce their Project Health and Plans.
- Submission of F10 to Health & Safety Executive and other interested parties.
- Prepare updated Site Traffic Management Plan
- Notify the properties that could be affected by the works

5.2 Appointment of Principal Contractor, Contractor and others.

In accordance with the Construction (Design & Management) Regulations 2015 and all other relevant Acts and Regulations appoint the following having taken into consideration their experience and capability, statutory and corporate requirements such as company structure including directors, turnover and financial standing, insurances, membership of trade or other national accreditations, health & safety, environment and quality management, previous prosecutions or notices served by the Health & Safety Executive or Environment Agency along with evidence of complying with equal opportunities, training and competence of their workforce (CSCS , CPCS or other affiliated certification will be a requirement for all involved in the development). The following appointments will only be made once all the criteria set have been achieved and the necessary Site Construction Project Plans have been submitted and approved by the Client and Principal Designer.

- Designers
- Principal Contractor
- Contractors
- Specialist Contractors – Demolition and Structural concrete/steel contractors
- Competence of all persons employed in the above.

5.3 Enabling Works

Under the control of the Site Manager appointed by the Principal Contractor the following will take place –

- The existing galvanised iron fencing will be adapted for better use of the construction contractors and the personnel working in
- Prepare ground for the site office, welfare facilities. Connect up temporary electricity and water supplies for site use.
- Existing electrical supply to workshop isolated.
- Prepare hard standing for site cabin.
- Block up existing doorways from the workshop to showroom with concrete block-work.
- Move existing steel security door to new opening cut in to wall for showroom staff entrance and fire escape
- Set out pedestrian routes for showroom staff from new entrance door position to service road.
- The existing VRF condenser units are to be moved to the main building wall but towards the service road so they are away from the new building line
- Temporary rainwater downpipes will be installed to take surface/rainwater from the main building to a new temporary drain connection.
- Erect site signage to advise site personnel on the above.
- Set up signage cones and movable barriers on service road

5.4 Removal of Storage Shed

The existing storage shed is to be demolished to make space for a site cabin.

5.5 Demolition of Existing Workshop and Concrete Slab

The process will be set out in the project plan including method statements and risk assessments.

Work can only proceed when –

- A permit has been prepared stating all utilities have been isolated.
- The area where the demolition is to take place has been secured and no other persons other than those involved in the demolition is present.
- The correct plant required for the demolition is on site with approved and certificated operatives.
- Demolition Notices are in place.
- Emergency arrangements are in place.

Demolition Site Processes -

- Ensure all operatives will have had a site induction, know site rules and where all the welfare facilities are.

- Ensure all operatives have the correct PPE – Safety Helmet, Safety Glasses or Goggles. Gloves, Safety Footwear and High Visibility Vests are mandatory for all personnel on site. Dust Masks and Hearing Protection will also be required.
- Gut the internals of the workshop.
- Maintaining access and egress
- Remove existing “rolling road” from the concrete slab
- Demolition using mechanical equipment – dust suppression if required, grub area following demolition completion. In fill any soft areas with suitable hard core.
- Segregation of materials – remove from site in large covered tipper trucks recycle as much as possible.
- Waste and spoil will be piled just inside the construction site boundary ready for a pick-up by grab lorry using the existing service road
- Waste to go to accredited and licensed waste transfer stations or recycling plants approved and licensed by the Environment Agency. Transporters must have the appropriate ‘waste carriers licence’ and all copies of all ‘waste transfer notes’ retained.
- Once the main workshop structure has been cleared from site then mechanical breakers will be used to break up the existing concrete to form a piling bed ready for the piling contractor
- At the completion of the demolition the area will be cleared and left ready for construction.

5.6 Construction of new building as Construction Issue Plans

The Principal Contractor working with the Client and Principal Designer will commence on the construction phase that will be clearly set out in the construction programme. This will include -

- Re-visiting and reorganising the working area as the existing buildings have been demolished. Setting out areas for material storage, additional site vehicle parking, hard standing for construction plant, amending traffic routes and pedestrian walkways.
- Arranging for all the contractors to be on site as per the programme allowing for procurement of materials and co-ordinating the works of many trades and specialist engineers who will be required from time to time.
- Providing management and supervision, maintaining daily diary and keeping all relevant documentation.
- Maintaining quality of materials used and quality of construction in accordance with the scope of works
- Maintain Health, Safety and Environment standards on site at all times.
- Ensure ground works, foundations, building structure both externally and internally are to the correct dimensions and position, the materials used are to the required specification and re-work is kept to a minimum.
- Monitor the erection and inspection of scaffolding
- Monitor and review work carried out by all contractors to include but not limited to insulation and sound proofing, installation of hot and cold water supplies, drainage and heating, electrical, gas and fire warning installations, ensure all the appropriate testing has been carried out by Building Control and other statutory requirements. Maintain records.
- Arrange for Utilities supplies and apparatus to brought onto site. Note – where a utility has to connect the new supply from their assets in the public highway or footpath the utility will arrange for road opening notices, traffic management and

permanent reinstatement and will be responsible for guaranteeing the reinstatement for the two years under the New Roads and Street Works Act 1991

- Install internal lift within building.
- Installation of fittings and fixtures along with all metering requirements,
- Paint and decorate as per specification.
- Prepare and set out hard and soft landscaping, mark out parking bays etc.
- Ensure all stator inspections and reports have been completed.
- On completion Prepare Health & Safety File on behalf of Client and Principal Designer.
- Remove all plant, equipment, site facilities tree protection and hoardings.

5.7 Structural Preparation

The 'structural preparation for foundations will begin as set out in the Programme of Works. This will include but not be limited to-

- Excavate to reduce levels including cart away of surplus to spoil
- Prepare pile bed at correct level for slab works
- Excavate for foundation, concrete slab, new services and drainage.
- Lay new services and drainage.
- Carry out installation of concrete piles as per Structural Engineers Design

5.8 Structure

The main structure of the workshop building will be concrete form-work as per structural engineers drawing. The concrete structure, slab and roof will be by specialist contractor.

- Install formwork for concrete works.
- Pour concrete within shuttered area to form ground floor base following installation of mesh, insulation and trowel finished including foundation for block work of external walls.
- Damp proof cavity tray at DPC Level and install plastic weep holes at predetermined centres.
- Once concrete roof is complete and propped then installation of steel frame for residential flats will be undertaken. Site cranage will lift steel columns and beams in to place for site bolting as per structural engineers design.
- Form steel structure for external staircase.

5.9 External Envelope

External envelope of workshop and residential units will be formed with Porotherm blocks and external rainscreen cladding as per architects design

5.10 Mechanical and Electrical Services First Fix

The scope of contractor MEP works under this contract is –

- Design and installation of rainwater collection and drainage from the new workshop construction and residential units to existing below ground connections.
- Re-routing of rainwater from the existing main building to existing below ground connections
- Design and installation of foul drainage from the new residential units to existing below ground drainage connections
- Installation of new electric main from street to head end within each flat
- Installation of new mains water connection from the street to regulation stopcock within each flat
- Provision of telephone lines to the new residential units
- There are no further MEP installations allowed for within the commercial unit

These mechanical and electrical services will be carried out by various trades ensuring all statutory requirements (Building Regulations etc). Codes of Practices and client specifications are met. These will include –

5.11 Wall, Ceilings and Floor Preparation

Wall, ceiling and floor preparation will be carried out per architect design schedule of works and contract drawings

5.12 Internals First Fix

Internal first fix as per architect scope of works and contract drawings. These are generally limited to installations of main partitions.

5.13 Decoration Various Trades

Decoration and final fit out are not part of this contract and will be Client direct.

5.14 Mechanical and Electrical Services Second Fix

Mechanical and electrical services second fix is not part of this contract and will be Client direct.

5.15 Decoration and Finishes

Decorations and finishes are not part of this contract and will be Client direct.

5.16 External Works.

This will include the following –

- Final Utility connections if not already completed, identifying and marking up individual utility metering to individual flats / unit.
- Connection of any rain water down pipes to drains.
- Final drainage work if not already completed
- Complete storage area for waste collection bins.
- Erect cycle storage rack.
- Re-surface of service road

5.17 Snagging

The final snagging list will be prepared by the architect during a 'snagging visit' by the client and principal architect. All items identified will be put right prior to a final visit by the client to sign off the completion of the development.

5.19 Inspections / Testing / Reports & Certificates

Building control along with any other relevant 'statutory bodies' and utilities will carry out inspection and testing and all reports and certificates will be retained by Principal Contractor for inclusion in Health and Safety File as required by the Construction (Design and Management) Regulations 2015. This applies only to those notifiable items within the scope of works for this contract

5.20 Construction Health & Safety File

The Principal Contractor will complete the Health & Safety File, pass it on to the Principal Architect for approval before passing over to Client.

When putting together the health and safety file, you should consider including information of the following shown in the table below. The level of detail should allow the likely risks to be identified and addressed by those carrying out future work.

- A brief description of the work carried out.
- Any residual hazards which remain and how they have been dealt with (for example buried services etc.)
- Key structural principles (bracing, pre-tensioned members) safe working loads for floors and roofs, particularly where these may preclude placing of scaffolding or heavy machinery there.
- Hazardous materials used (for example lead paint, pesticides, special coatings which should not be burnt off)
- Information regarding the removal or dismantling of installed plant and equipment (special arrangements for lifting or dismantling)
- The information about equipment provided for cleaning or maintaining the structure.
- Location and markings of all significant services including underground cables, gas supply equipment, fire fighting and detection systems and panels etc.

- Information and ‘as – built drawings’ of the structure, it’s plant and equipment (for example, the means of safe access and egress from service voids, fire doors and compartmentalisation etc),
- Details and copies of all test certificates and other statutory documents along with a schedule of future test requirements.