

CONSTRUCTION MANAGEMENT PLAN

7 Endymion Road N4 1EE

Prepared by Luky Limited



Contents

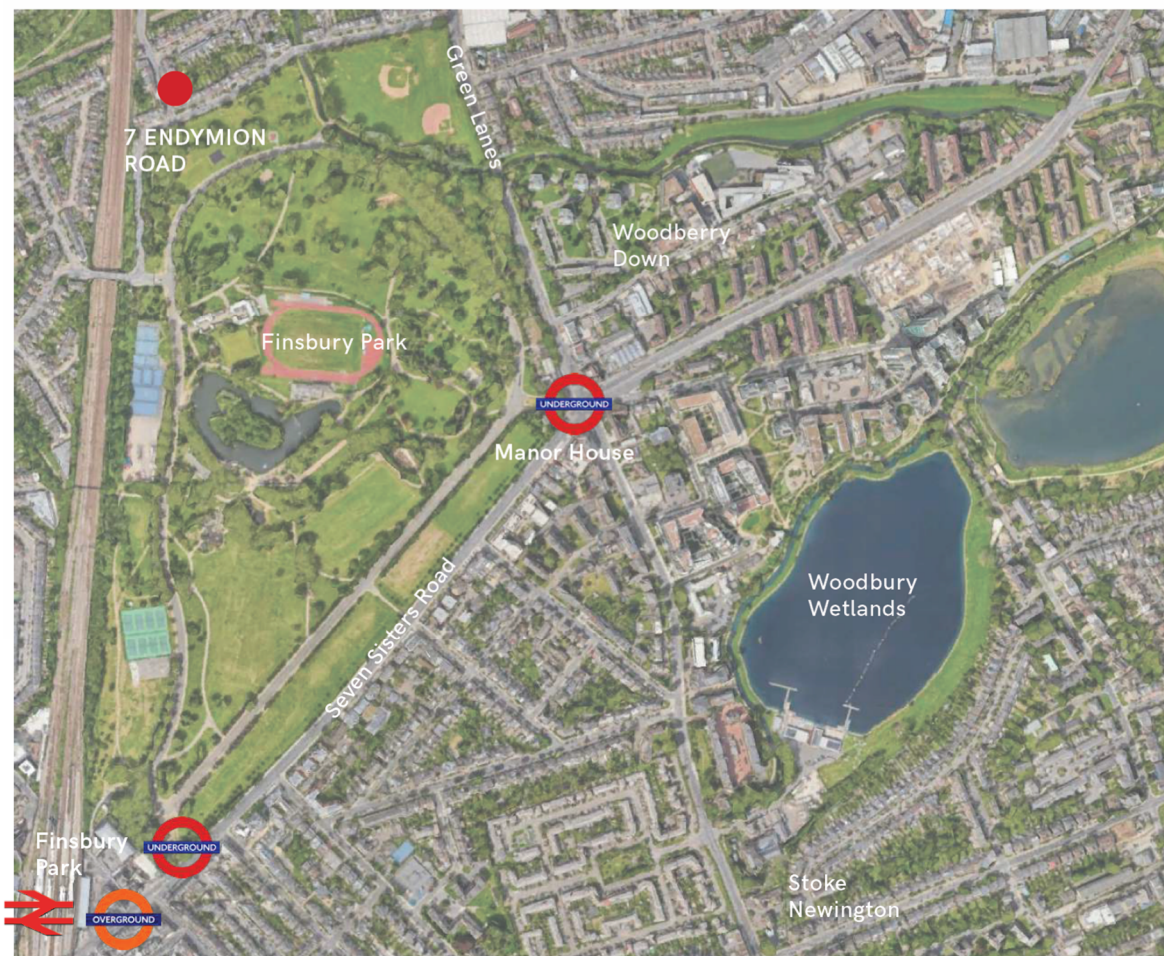
- A. Introduction**
- B. Project Overview**
- C. Contact Details**
- D. Site Rules**
- E. Emergency Situation**
- F. Fire Plan**
- G. Site Plan**
- H. Site Preparation and Enabling Works**
- I. Dust, Dirt and Wheel Washing**
- J. Traffic Management Plan**
- K. Travel Plan for Construction Workers**
- L. Neighbours**
- M. Complaints Procedure**
- N. Consultation**
- O. Site Waste Management**
- P. Method Statement**
- Q. Materials and Workmanship**
- R. COVID Measures**

A. INTRODUCTION

- i) This Construction Management Plan has been prepared for the detail structural design in connection with the construction of a proposed basement at 7 Endymion Road N4 1EE.
- ii) This Architectural Drawings for the Basement have been completed by General Practice Arhitecture + Desing
- iii) The Structural Engineers Drawings for the Basement have been completed by RSA Design
- iv) All Basement Construction Works will be completed by Luky Limited Ltd.
- v) Works to be undertaken:
 - Groundworks including Underpinning, Foundations and Retaining Sections
 - Excavations and Temporary Works
 - Drainage Installation and Waterproofing
 - Building of the Mews House:
 - External walls
 - Roofs + green roofs
 - Glazing installation
 - M&E
 - Internal and external finishes
- vi) Works are scheduled for a duration of 60 Weeks.

B. PROJECT OVERVIEW

- i) The property is located in the London Borough of Haringey and is just outside Stroud Green Conservation Area. The site is well connected, situated 0.3 miles from Haringey station and 0.5 miles from Manor House Underground Station.
- ii) The site is visible from Alroy Road and was once a car park associated with 7 Endymion Road.
- vii) Party Wall Notices are required and being undertaken by qualified Surveyors.
- viii) The site has neighbours both sides
- ix) A plan showing the site location is included below.



C. CONTACT DETAILS**Details of Director**

Luky Limited
Mr Lucian Picior
Tel: 07778970161
Email: lucianpicior@yahoo.ro

Details of Site Foreman

Mr Lucian Picior
Tel: 07778970161
Email: lucianpicior@yahoo.ro

Details of Architect

General Practice
Architecture + Desing
Web: www.gpadlondonltd.com

Details of Structural Engineer

RSA Design
Tel: 02082522270
Email: info@rsadesignuk.com

Details of Clients

Finsbury View Ltd

D. SITE RULES

- i) The following site rules have been established by Luky Limited and will be made available to all Contractors at the site induction together with the rules provided by the Principal Designer.
- ii) Any Contractor found breaching the Site Rules would be disassociated with the project without delay.
- iii) No works are to disturb Building Occupiers or Neighbours.
- iv) Site entrance and pedestrian traffic routes will be suitably signed and maintained clear for use.
- v) Emergency vehicle access to be maintained at all times.
- vi) The F10 and a copy of Employers Liability insurance will be displayed on site.
- vii) Luky Limited will provide site lighting and temporary lighting where required, task lighting will be provided by the sub-contractor, to suit the task at hand.
- viii) All Contractors and visitors must report to the Site Manager of Luky Limited upon arrival and when leaving site.
- ix) Site security is to be maintained throughout the project.
- x) No storage space will be permitted except within the confines of the site as designated by site management.
- xi) Smoking is not permitted in the building.
- xii) No radios or similar equipment is permitted.
- xiii) No alcohol, or drugs to be brought onto, consumed, or persons being under their influence on site.
- xiv) Luky Limited will clear their debris and waste on a daily basis.
- xv) The only welfare facilities available to Contractors will be those located within the site and no smoking, eating etc is allowed in any other areas.
- xvi) Hot Works will not be undertaken unless authorised by the Luky Limited Site Manager.
- xvii) Works on the Building Services will be only carried out after authorisation from the Site Manager.
- xviii) Noisy operations will only be carried out when authorised by the Site Manager.

E. EMERGENCY SITUATION

- i) In the event of a situation that causes injury or has the potential for injury it should be reported to the Site Foreman immediately. The Site Foreman will administer first aid and complete the Accident book on site. If the emergency services are required on site, the Site Foreman will call the emergency services direct as the priority will be the injured person receiving prompt attention.
- ii) The HSEQ Manager will be notified by the Site Foreman. Where required, an investigation will be undertaken to determine the cause and identify if measures need to be put in place to prevent reoccurrence. The completed form will be removed from the book to ensure compliance with the Data Protection Act and sent to the Quality Manager at the Office. If required, the HSE will be notified in accordance with the RIDDOR 2013 Regulations.
- iii) All accident/incident investigation/reporting to be carried out in accordance with client requirements and Luky Limited Accident Reporting Procedure.
- iv) Visitors and Sub-Contractors will be inducted on arrival at the site and will be fully briefed to the fire and emergency procedures, along with any site conditions that may influence the emergency procedures. These procedures will cover the location of the nearest hospital with an accident and emergency facility. The First Aider for the project will be the Site Manager who will also be in control of the First Aid Kit.
- v) Site Emergency Procedures will be designed for the site and considering the emergency procedures and access requirements of the building. These will be amended as necessary where construction operations dictate; amended procedures will be communicated to all concerned via site notice boards, toolbox talks and site briefings.
- vi) The emergency muster/fire assembly point will be on the corner of Alroy Road and Endymion Road, Located 100m of the site.
- vii) The nearest A&E Hospital is The Whittington Hospital, Magdala Avenue, London N19 5NF. Tel: 020 7272 3070

F. FIRE PLAN

- i) The fire procedures for this project will be based upon the Regulatory Reform (Fire Safety) Order and HSG168 "Fire Safety in Construction Work" and the detail set out in the joint code of practice on "Fire Prevention On Construction Sites" and incorporating the procedures for the existing building where necessary.
- ii) Every Contractor will be informed of the fire procedures at the site induction and must always adhere to them. Sub- contractors which use sources of ignition or flame are to undertake work only under Hot Work Permits and are to have appropriate extinguishing equipment immediately to hand. Flammable materials are to be stored off site in a secure location, away from sources of ignition and clearly marked.
- iii) All emergency means of escape will be clearly marked and must not be obstructed at any time.
- iv) Fire points will be created in the building, with adequate numbers of suitable fire extinguishers present. Bells will be used to raise the alarm in the event of fire or any other emergency.
- v) Drawings showing fire points and emergency escape routes will be posted on the site notice boards.
- vi) In the event of fire, you must raise the alarm using the manual call points at the final exit points or by the most suitable means to spread the alert across the site in the quickest possible time. Do not attempt to put out the fire yourself unless you are trained in the use of fire extinguishers. Dial 999 and ask for the fire brigade and evacuate the site as soon as possible.

H. SITE PREPARATION AND ENABLING WORKS

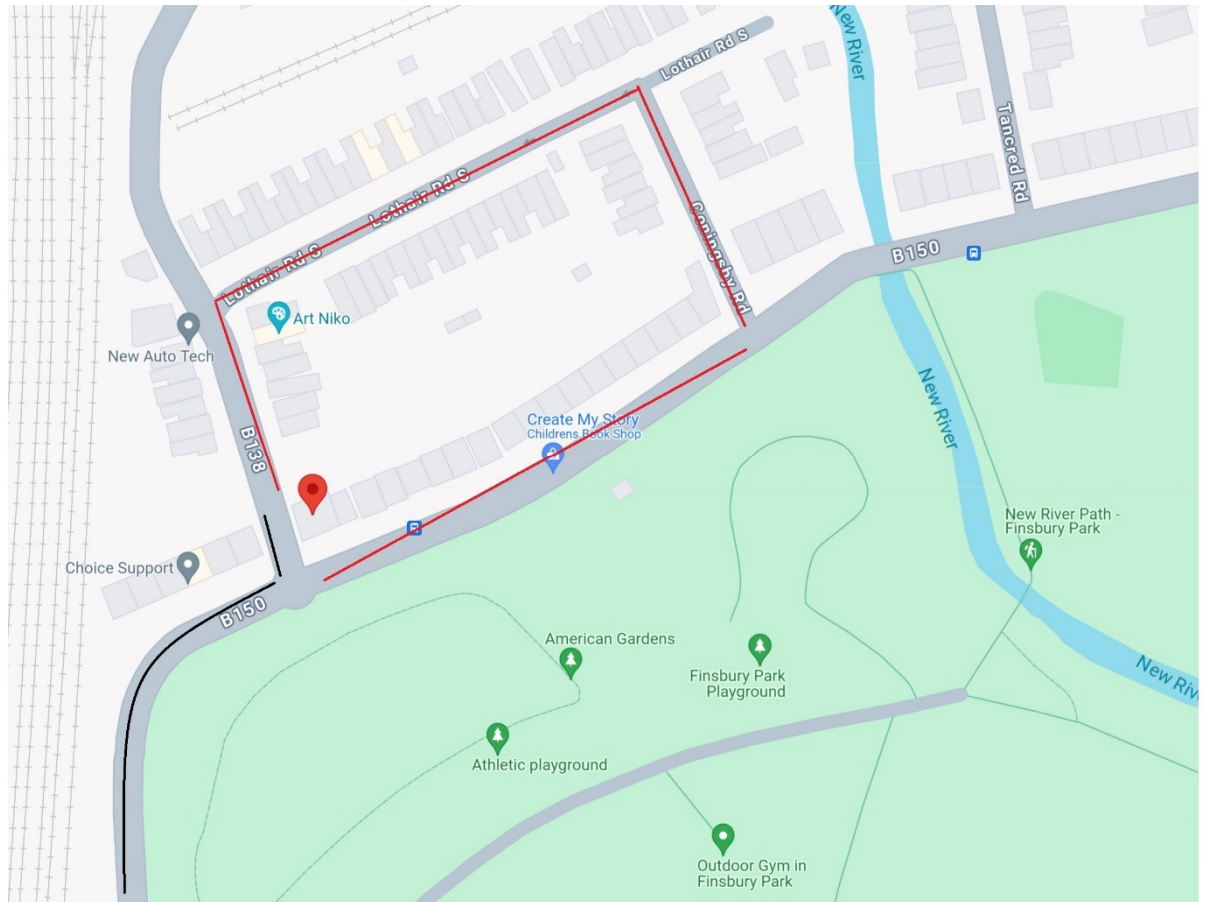
- i) The site is not to be occupied during the construction period. A hoarding will be placed directly outside the front and back of the property.
- ii) The front hoarding will be 2.4m high and will be made from high-quality smart ply that limits its deterioration and enables for a premium wrapped finish. There will be a single access door (person) and a double access door (vehicles). Both will be secured and locked.
- iii) The back hoarding will be 1.2m high and made from standard 18mm ply. This will restrict access to the site from the back and protect the grass, shrubs and trees during construction.
- iv) Hoardings are to be inspected daily for damage and will be repaired accordingly. They will be kept in a fully presentable condition through-out the works.
- v) The Hoarding acts as a security measure and limits dust and noise.
- vi) Sign boards for Architects and Constructors will present. Health and Safety signs and emergency contact numbers will be placed next to the site entrance.
- vii) A container is to be located within the hoarding structure on the driveway for temporary storage of waste material pending its removal and clearance from site.
- viii) A 1-ton Dumper Truck will remove spoil from the working area and deposit in the container for removal.
- ix) 2 x 1-storey cabins will contain all site facilities for the workers and management staff. Cabins are 2660mm High and have Toilet, Drying Room, Kitchen, Seating, Office and Storage.

I. DUST, DIRT AND WHEEL WASHING

- i) The nature of the soil being removed from this site is all clay. From our experience, it does not produce high quantities of dust. However, any debris which is likely to cause dust during removal will be carefully watered prior to disturbing.
- ii) Only limited vehicles will enter the site, specifically an excavator and a dumper for excavation and construction of the foundations and basement. Excavated material will be loaded onto lorries parked in the on-street suspended parking bays, without the lorries coming into contact with the ground on site, minimizing the risk of dirt accumulation on their wheels. The excavator and dumper will remain within the site area, without access to the street or pedestrian areas. Should these machines need to traverse the public footpath, any loose soil deposited on the footpath or carriageway will be promptly swept and cleaned. Consequently, a wheel washing facility will not be required on this site.
- iii) As stated, the nature of materials removed from site in the basement excavation is not expected to produce a dust nuisance. However, all open topped spoil and skip lorries will be fully sheeted over as standard prior to leaving site. The spoil storage area will be monitored by the Site Manager / Foreman and as necessary will be fully wetted down to prevent dust.
- iv) Concrete and brick cutting will be kept to a minimum on this site but when it occurs the surfaces will always be fully wetted prior to cutting.
- v) Site machinery used will be fully silenced and of medium standards. The use of breakers is expected to be minimal. The hoarding, along with depth below ground of the proposed basement means noise will be minimal. However, this will be monitored by the Business Manager and Site Foreman.

J. TRAFFIC MANAGEMENT PLAN

- i) The site is located on a quiet residential street, with single file traffic in both directions. There is residential parking on both sides of the road. The building has only the one frontage onto Alroy Road(B138).
- ii) All vehicles will approach the site via main B150 Road;



- iii) Due to the site size and given the proposed new structure once constructed takes up 90% of the site footprint, it is proposed to install temporary hoarding/fencing to allow flexibility when obtaining deliveries or site access. Material deliveries and removals from site shall be carried out with no obstructions on visibility as a result. An entrance will be made for Grab Lorries to park on the suspended parking bays and take the muck-away out of a storage bin inside the site.
- iv) Parking suspension will be necessary, and the contractor will apply for the parking suspension permit well in advance to ensure approval is obtained prior to the commencement of on-site work.
- v) Possibly 4 vehicle types will be used during the proposed construction work – grab lorry, concrete lorry, concrete pump and standard builders’ merchant’s delivery lorry. We anticipate an average of 1 delivery per day / 5 per week throughout the construction period. At Peak level there will be no more than 5 vehicles per day. Cranes are not anticipated to be used on this site.
- vi) Concrete Lorries are required. Each Lorry will contain approx. 10m2 to 12m2 of concrete. We anticipate using no more than 15 Lorries over the duration of the project. The

-
- Basement Slab will require 5 Lorries to complete the pour in one day. This day will be dedicated to the concrete pour and no other deliveries or grabs will be scheduled.
- vii) Luky Limited will service the site with delivery by vehicles and waste removals, we therefore propose to restrict the visits of these construction vehicles to site. As there are schools in the local area and traffic along Wightman Road itself, does can get substantially busy with congestion during the peak times and the site is very close to a highly active roundabout on Endymion Road. Therefore, deliveries shall avoid the following times: 08:00-09:00, 15:00-16:00, and 17:00-18:00.
 - viii) The vehicle sizes proposed for the execution of the project will ensure safe navigation within the specific road network. The subject property is serviced by Local Authority waste and refuse collections on a Wednesday, and those vehicles will not be infringed. It is not intended to use articulated lorries for this site.
 - ix) Construction vehicles will park and be unloaded on the driveway, situated behind a hoarding.
 - x) There will be on-site parking allowed for operatives. Some of the workforce cycle and travel by public transport to site. But others, traveling by car will be able to park within the site boundaries. The parking will be only in the footprint of the new building where the adjacent site is owned by the client
 - xi) Due to delivery routes and logistics, deliveries will be scheduled by the Site Manager on a weekly basis and arrive on a 'just in time' manner to prevent excessive deliveries and congestion, otherwise caused by multiple deliveries at the same time. All deliveries will be provided with agreed traffic route plan and will call the Site Manager both prior to leaving their yard and 20 minutes prior to arriving, to ensure the necessary arrangements to accept the delivery are in place.
 - xii) All deliveries via vehicle to the site will be subject to the requirements of the Road Traffic Act and will provide due care and attention to the Health and Safety of members of the public.
 - xiii) A Banksman will be on site for the duration of the project and will manage any vehicular traffic or members of the public on foot. This would include manoeuvring to and from the property.
 - xiv) It is anticipated that an average of 1 delivery per day to site will be required and, as such, there is no measurable impact upon the volume of traffic moving within the area.
 - xv) Measures will be taken to reduce the number of vehicle movements to site using recycling of existing material wherever possible and compaction of bulky waste materials which may arise.
 - xvi) It is not anticipated that any significant amount of debris or dust will arise from the works which might spread upon the Public Highway notwithstanding this it will be the responsibility of the Site Manager to ensure that the highway is swept on a daily basis.
 - xvii) The excavation of the proposed basement and the removal of excavated material is a relatively clean process and it is not anticipated that this will give rise to a debris collecting in any public area.
 - xviii) The construction proposed will have minimal impact upon residents or business operators within the vicinity of the development, other than the movement of an average of vehicles per day in these circumstances.
-

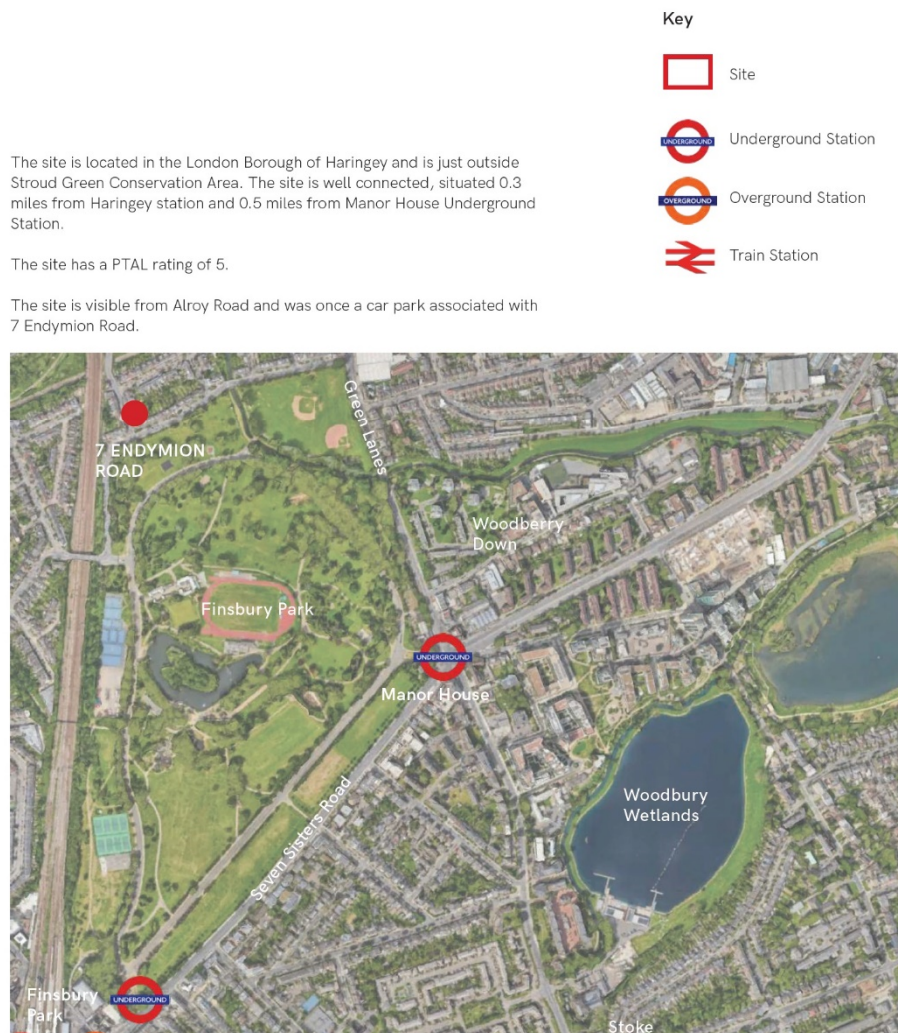
- xix) The Business Manager will be appointed as Community Liaison for the Client as so far as any construction related issue might arise.

-
- xx) The Business Manager's name, e-mail and mobile telephone contact details will be printed and clearly displayed at the boundary of the property.
 - xxi) The agreed contents of this Construction Management Plan must be complied with unless otherwise agreed with the Council. The Site Manager shall work with the Council to review this Construction Management Plan if problems arise in relation to the construction of the development. Any future revised plan must be approved by the Council and complied with thereafter.

K. TRAVEL PLAN FOR CONSTRUCTION WORKERS

- i) This Construction Travel Plan advises on the procedures to be followed by Construction staff and operatives and those of appointed Sub-Contractor specialists involved with the groundworks and superstructure construction phases and fit-out.
- ii) This Construction Travel Plan describes how Luky Limited aims to encourage the use of public transport/green travel to ensure a sustainable approach to the development of the site during the construction phase

- **Tube Station:** The location of the site with respect to the wider tube network



- **Bus Travel:** There are many bus services which drop-off within a short walk of the site.

L. **NEIGHBOURS**

- i) Lucky Limited take their duties towards their neighbours very seriously. The protection of the residents and pedestrians.
- ii) Prior to commencing works, a hoarding is to be erected to keep dust and noise migration at a minimum.
- iii) All scaffolding and propping will be designed by a specialist temporary works designer and will be designed to provide protection to anyone on site. It is anticipated that most of this will be internal.
- iv) Works will be carried out to ensure as little disruption to neighbours as possible. Lucky Limited will keep in continuous contact with the neighbours to keep them aware of progress and upcoming activities.
- v) Regular liaising with the neighbours to take place. With a notice prior to works starting, a monthly newsletter with program updates and all contact number information being made available for the whole street.

M. COMPLAINTS PROCEDURE

- i) The Site Foreman and Business Manager will be responsible for maintaining communication with neighbouring properties and businesses. They will also deal with any complaints made and will head up any investigation required. Records of these complaints will be kept on site along with any corrective measures required as a conclusion of the investigation.
- ii) Whenever an incident on site has occurred with a 3rd party/local neighbour, a formal complaints procedure should be brought to the site management attention whereby a Complaints Form is completed by the site foreman or the complainant (Table below). When the incident is recorded it is subsequently raised to the Business Manager who shall then act upon the complaint and close out as soon as practical.

Date	Name & Phone Number	Complaints/Comments/Compliments	Action Taken	Date Actioned

N. CONSULTATION

- i) Consultation with neighbours will be via regular newsletters/emails, advising them of the status of the works, and any upcoming activities or issues that may affect them. These will be posted to neighbours prior to commencing and then regularly throughout the project.
- ii) Close consultation with the neighbours will be maintained throughout the construction works, keeping them updated on progress and activities that may cause a disturbance.
- iii) The site management team will also make personal contact with the neighbours to introduce themselves and provide details of who they should contact if they have any concerns.
- iv) There will be a nominated person on site who will be the main point of contact with neighbours and the public and will deal with, and record any comments, complaints or compliments - this will be recorded in the on-site logbook and reviewed regularly by site management.

O. SITE WASTE MANAGEMENT

- i) Excavation has been calculated at 150 nr. Grab Lorries. We would be looking to have a maximum of 5 a day while the excavation is being completed.
- ii) Each Grab Lorry will be taking between 12 and 16 Tonnes away from site. Total will be between 2000 Ton and 2500 Ton.
- iii) We are fully aware of our duties and the effects our activities have on the environment and as such we will be preparing a Site Waste Management Plan to track our waste production.
- iv) We have a very select list of suppliers and sub-contractors which are sourced through our buying strategy, the companies on the list have provided evidence that they use approximately 98% of recycled or sustainable materials within their products.
- v) We also ensure that most of our suppliers, approximately 70%, depending on location of works, are local to our sites and are based within London, which ensures that travel distances are kept to a minimum.
- vi) We have a policy during our construction projects that wherever possible, material from the site is reused, this is very good for the environment but also good commercial sense as we are reducing costs in purchasing similar materials to do the same thing. Waste streams are reviewed and where possible materials are reused on site or removed to another site for use.
- vii) All metals are sold on to recycling merchants, wood is removed to the companies' farm for use there or where possible used on site.
- viii) To assist in waste removal, waste is segregated where possible, on site into bands in a designated area of the site, this also applies to any hazardous substances used within site processes and any removed as part of the works.

P. METHOD STATEMENT

MOBILISATION, SITE SET UP AND ENABLING WORKS – 1 Week

1. Front and Back Hoardings Installed and Entrances created and secured.
2. Site Facilities (2 x 1-Storey Cabins) shall be installed.
3. Waste Container for Temporary Storage Installed on site.
4. Setting Out Engineer will be on site to provide correct layout, levels and measurements.
5. All Plant, Machinery and Tools arriving on site.
6. Electricity, Water and Gas Services relocated.

REINFORCED CONCRETE SECTIONS AND UNDERPINNING – 10 Weeks

1. Concrete Sections and Underpins will be executed according to the Structural Engineers Sequence.
2. **L** 3500mm x **W** 1000mm x **D** 350mm approx. (underpins) / Retaining Wall of the property.
3. **L** 3500mm x **W** 1000mm x **D** 1500mm approx. pits will be excavated and waste removed.
4. Temp Works / Propping installed as per design.
5. Reinforcement Steel and Mesh as per the Structural Engineers Detail installed for Toe.
6. 18mm Ply Shutter installed for Toe.
7. C35 Concrete poured for Toe and allowed to cure.
8. Reinforcement Steel and Mesh installed as per the Structural Engineers Detail for Section.
9. 18mm Ply Shutter installed for Section.
10. Temporary Shoring and additional Propping installed.
11. C35 Concrete poured for Section and allowed to cure.
12. Shutters and Propping removed and cleaned.

EXCAVATION – 5 Weeks

1. 2x 1.5-ton Excavators will be used on site.
2. The excavated material will be loaded into a 1-ton Dumper Truck which will transport the waste to the temporary storage container and deposit.
3. Standard 8-wheeler Grab Lorries will take the waste from the storage container and remove from site.
4. Excavation will focus on the section / underpin pits along the perimeter initially and then on the remaining earth.
5. Ramp build up required as the excavation progresses.
6. Temp Works / Propping installed as per design.
7. The excavation will progress to the Basement Formation level, where it shall then cease.

STRUCTURAL STEELS – 2 Weeks

1. Steels to be installed as per Structural Engineers detail and sequence.

2. Temp Works / Propping installed as per design.

TEMPORARY WORKS – 2 Weeks

1. Temp Works specially designed and will be installed / removed as per specific design.

BASEMENT REINFORCED CONCRETE SLAB – 4 Weeks

1. A 1.5-ton Excavator positioned in the Basement shall grade the existing ground to the required Formation Level again by using a Laser Level set up to control grading levels.
2. 50mm Concrete Blinding to be laid and allowed to cure.
3. Reinforcement Steel and Mesh installed as per the Structural Engineers Detail.
4. Starter Bars installed.
5. 150mm Perimeter Channel created using Polystyrene and Timber to limit movement.
6. Pump Chambers installed and Shuttering installed as required.
7. 52m² C35 Concrete Mix using volumetric lorries for 400mm Slab.
8. Concrete Pump to be positioned within site boundary.
9. Concrete shall then be pumped to the pour location and levelled and tampered off using a lightweight aluminum box section. Finished levels shall be controlled by Laser level.
10. A Vibrating Poker will be used to consolidate the Concrete.
11. Test Cubes will be taken as per the Structural Engineer's specification and Lab Tested.

DRAINAGE – 2 Weeks

1. Setting Out Engineer will set out the Pipework, Outlets, Chambers and Manholes.
2. Chambers and Manholes shall be excavated using a 1-ton excavator.
2. All internal drainage pipework will be encased in shingle and concrete covered.
3. Pumps to be installed in the Chambers and Lids secured.

WATERPROOFING – 2 Weeks

1. Install water proofing system as per design

Building the mews 32

- External walls
- Roofs + green roofs
- Glazing installation
- M&E
- Internal and external finishes

Q. MATERIALS AND WORKMANSHIP**i)**

Load and remove from site all materials (including debris) arising from alterations. Do not allow these materials to accumulate. Ensure the care and protection of any Materials to be re-used.

Bear the risk of any damage in removing, re-fixing and storing old Materials that are set aside for re-fixing. Replace any damaged or defective Materials or missing parts.

Before starting the Works, examine all available information, survey the structure, site and surrounding area.

Keep in place and adequately protect from any damage all features and adjacent work / properties that are to be retained.

Locate and mark the positions of services affected by the Works. Arrange with the appropriate Utility Providers for the location and marking of the positions of mains services.

Locate and disconnect all disused drains connections. Seal within the site all the connections to existing sewers to the approval of the Utility Provider.

Protect drains, manholes, gullies, vent pipes and fittings still in use. Always keep them free of debris. Make good any damage arising from demolition. Leave them clean and in working order on completion of the demolition works. Bypass connections

Notify the Client, Utility Provider and Customer of any damage. Repair such damage to the satisfaction of the Client and Utility Provider.

Use suitable types and standards of cutting and demolition Equipment for the location and type of Works. Gas or vapour risks

Take adequate precautions to prevent fire or explosion caused by gas or vapour.

When removing tanks and pipes which may have contained flammable liquids or gases ensure danger notices are displayed

Prohibit smoking and the use of naked lights. Use only non-ferrous tools and equipment, with an ample supply of water, to reduce the risk of sparking. Empty tanks and dispose of their contents to ensure that none enters any drainage system or watercourse.

Reduce dust by periodically spraying demolition Works with water.

Use dust sheets and temporary screens.

Take adequate precautions to protect Staff and the public from health hazards associated with any dangerous fumes and dust arising during the Works.

Perform all Works in such a manner to ensure the safety of the Works and the public and to cause the minimum inconvenience to the public.

Maintain and alter temporary supports and protection as necessary as the Works progress.

Do not disturb any support to the foundations of any adjoining property unless otherwise Instructed.

Report to the Client any defects exposed or becoming apparent in any adjoining property.

Promptly repair any damage caused to any adjoining property by demolition work. Make good to ensure safety, stability, weather protection and security.

Adequately protect all parts of existing structure(s) which are to be kept in place.

Cut away and strip out with care the minimum amount necessary to keep the amount of making good to a minimum.

Prevent debris from overloading any part of the structure which is not to be demolished.

Notify the Client and Utility Provider of any damage. Plan for repair to the satisfaction of the Client and Utility Provider.

Leave safe whilst not working at the Property.

Illuminate all openings as necessary.

When forming new openings or altering existing openings;

- Cut away existing arches, lintels or sills. Provide temporary strutting and supports and shoring;

- Cut away for hoist and insert new lintels, including cutting and pinning ends
- Remove all debris from the Property and site
- Retain supports until the new Works have adequate strength to support the existing structure.

Where necessary, provide support systems to those elements of the Property which are to be retained.

Use site Staff experienced in the methods of erecting and maintaining support systems to supervise and control the Works.

Locate the positions of existing and new services which may be affected by support systems and provide any necessary temporary diversions.

Take all necessary precautions to prevent damage

Take account of movement of the structure which may occur before, during and after demolition.

ii) Storage of Plant, Materials & Work Equipment

Plant, materials and work equipment for the project will be stored within the site boundary or the building on site. Materials will be stored in such a way that they do not pose a danger to operatives or 3rd parties. Storage points on site will be protected from the weather as well as safely and securely stored in order to minimise the probability of damage, loss and waste. Such storage points must be placed away from on-site activities to minimise damage and waste. These storage points will also be protected by on-site security to minimise the probability of criminal damage. When stacking materials, the following should be borne in mind:

Timber and Joinery: Lengths or sheets of timber should be stored horizontally. The timber can be stacked, but care should be taken not to place too much weight on each rack.

Aggregates: The aggregates should be stored on a hardstand. Care should be taken with the likes of shingle / stone etc. that the materials do not fall outside of the storage area and pose trip hazards.

Bricks: Should be stored on pallets (for ease of movement) and at not more than 2400mm in height to prevent packs toppling.

General: Never store materials close to an active roadway as they may collapse into the roadway (caused by vibration of passing traffic).

iii) Excavation and Earthwork

Leave excavations for the foundations of walls and similar structures exposed until they have been inspected. Do not fill in trenches or holds or cover up the concrete until dimensions have been taken and confirmed by Building Inspector and Structural Engineer.

Refill any excessive depth to the proper level with concrete as specified in the "Concrete work" Section. Excavate the formation level. Fill any extra depth with concrete.

Check in advance the location of any pipes, cables or any other services when excavations are to be carried out.

Remove from site any surplus excavated material from the site to a tip.

Use only clean subsoil free from vegetable soil, roots and rubbish for backfilling around foundations or to make up levels.

Keep the bottom of excavations free from storm or percolating water by pumping or other means during and throughout the progress of the Works until their completion.

Support all excavations using earthwork supports to ensure the safety of Staff and the Works.

Protect excavations against freezing. Do not use frozen materials for backfilling.

Use for hardcore only hard dry crushed brick or hard broken rubble stone, or limestone quarry waste, free from mud, dirt, clay, ashes, clinker, asbestos, timber or any other deleterious matter, broken to pass a 75mm diameter ring in all directions, well rolled and consolidated in 100mm layers.

Use for blinding only sand, fine gravel, pulverised fuel ash or other fine materials that are free from dust, well rolled and consolidated.

Do not use shale either as hardcore or blinding to hardcore.

Use enough blinding material to fill the surface to provide a close smooth surface for hardcore.

Remove from the Property any imported filling Materials deemed unsuitable.

Keep excavations and areas to be filled free from soil and rubbish.

iv) Concrete Work

Use cement in accordance with BS EN 197-1:2000, delivered to the site in sound condition. Store and protect it from deterioration due to moisture or other causes.

Use cement fresh in the order of its delivery to site. Remove from site any cement which has become caked or otherwise adversely affected.

Keep enough cement available in store to ensure that concrete work on any section can proceed without interruption.

For fine aggregate use only well graded coarse river sand of Grading Zones 1-3, clean natural sand or crushed stones.

For coarse aggregate use only natural gravel, crushed gravel, or crushed stone, well graded and of the nominal sizes.

Ensure all deliveries conform to the approved samples. Arrange for ample supplies to be available of both fine and coarse aggregates of the quality and colour selected.

Wash fine and coarse aggregates and store them on a hard, clean base where they will not become dirty or otherwise contaminated. Ensure when they are handled that they remain clean and well graded and keep them separate from each other until placed in the mixer.

When mixing concrete use only clean and fresh water from the main that is not below 5 degrees Celsius at the time of use.

Ensure water does not contain any matter injurious to concrete.

Reject and remove immediately from the Property any Materials which have been damaged, contaminated or have deteriorated or do not comply fully with this Specification.

Ensure concrete mixes are at least grade C35.

Carry out mixing in an efficient mechanical batch mixer. Mix each batch for a minimum of one and a half minutes after all the Materials are in the mixer and until the mix is an even colour and consistency throughout. Use the minimum quantity of water consistent with workability and vary it as required to suit the moisture content of the aggregate.

Ensure concrete is of such consistency as to produce a slump of not more than 50mm.

Discharge the entire contents of the mixer each time direct into the vehicle used for distributing the concrete before any further Materials are placed in the mixer.

Thoroughly clean and wash out mixing machines, mixing platforms, wheelbarrows and any other vehicles or implements used in concreting whenever their use is discontinued.

Transport concrete from the place of mixing to its place of final deposit as rapidly as practicable and by a means which will prevent segregation, or loss of, or addition to the ingredients. Ensure all containers used for transporting the concrete are thoroughly clean.

Wherever possible deposit concrete in its final position immediately after mixing. Carefully place it in position and do not tip it from a height exceeding 1.25 metres. Do not re-temper partially set concrete.

Carefully pack it around the reinforcement and against the formwork to ensure good surfaces that are free from "honeycombing". Take care not to displace the reinforcement from its correct position during concreting.

Use ready mixed concrete that is supplied from depots holding a current certificate under the Quality Scheme for Ready Mixed Concrete

Ensure the actual batched weights of cement and coarse and fine aggregate are declared on each delivery ticket from the supplier.

As far as possible complete each section of the Works in one operation.

Do not concrete when the air temperature is below 5 degrees Celsius.

Take adequate precautions to protect concrete from freezing.

Keep a reliable maximum and minimum thermometer at the site.

Ensure all Equipment, formwork, reinforcement and concrete at construction joints is free from frost.

Ensure that concrete is not jarred, walked on or otherwise disturbed during setting.

Keep concrete thoroughly damp for at least seven calendar days after concreting and take special precautions to prevent it drying out too quickly.

Ensure there is no traffic over, or loading on, concrete for at least seven calendar days after placing.

Fill any holes or "honeycombing" which may have formed in the surface by first drenching with water and then filling the void with cement mortar composed of cement and washed sand in the same ratio as that in the concrete mix.

Use surface lined formwork where a perfect finish is required to the concrete.

Trowel concrete with power float and a vibrator or other suitable method to produce a dense very smooth surface that is visually flat.

Ensure all reinforcement is free from pitting due to corrosion, loose rust, mill scale, paint, oil, grease, ice or other material which may impair the bond between the concrete and the reinforcement, cause corrosion of the steel or disintegration of the concrete.

Bend or straighten bars cold, gradually and evenly and in a manner that will not injure the Material.

Bend steel to the shape exactly as shown on the drawings.

Place reinforcement exactly as shown on drawings provided by the Structural Engineer and use the correct concrete cover.

Adequately support and bind the reinforcement at intersections with No. 16 BSW gauge soft pliable mild steel wire so that displacement does not occur when the concrete is deposited.

Ensure the lap is at least 40 times the diameter of the bar size and to the mesh is at least 450mm.

Use any suitable Material for formwork. Ensure it is true to line and level, strong and well braced to carry the wet concrete without deformation or deflection, and with closed joints to prevent the loss of concrete.

Clean thoroughly and wet any shuttering in contact with the concrete before that concrete is placed. Thoroughly clean all forms before re-use.

Ensure the safe removal of the whole or part of the formwork.

v) Temporary Works and Steels

Promptly repair any damage caused to adjoining properties by the erection or connection of Temporary Works. Make good to ensure safety, stability, weather protection and security.

Report to the Client any damage caused to retained features or works by the erection or connection of Temporary Works.

Check Temporary Works at agreed stages during erection for compliance with design proposals.

Regularly inspect and maintain Temporary Works as necessary.

Adequately protect Temporary Works from impact by vehicles, plant and site operations. Prevent access by unauthorised persons. Leave safe when not working at the property.

Repair any connection holes made in the structure kept in place, using Materials to match those existing. Repair damage caused to buildings, roads or pavements.

Clear away all debris, excess materials and Temporary Works.

Ensure the steel used is free from imperfections. Before fixing, remove all rust, mill scale, welding slag and flux residue from iron and steel surfaces by wire brushing, scraping, hammering and/or flame cleaning.

Make good damaged welds including removing the remains of the weld, wire brushing, hacking the surface and re-welding.

Ensure compliance with any stated design and performance requirements. Make joints with parent material fully bonded throughout with no inclusions, holes, porosity or cracks. Prevent weld splatter falling on surfaces that will be self-finished and visible in completed work.

Steel is to be welded to BS EN 1011-1:2000.

vi) Drainage

Set out all drainage as per the design.

Ensure granular bedding for pipes is Pea Shingle where required.

Ensure adequate underground drainage pipe is used to accommodate required flow volumes.

All underground drainage to be laid to the correct falls. These will be checked by Building Inspector and Drainage Engineer.

All Connections and Joints to be at most 45 degrees.

Pump chambers to be cast in at least grade C35 Concrete.

Dual Pumps to be installed with Alarm system in case of failure.

Ensure grating, sealing plates and other metal accessories used are cast iron.

Carry out and record an internal inspection with CCTV equipment.

Testing for Foul and Groundwater Drainage to be carried out in accordance with Drainage Engineer.

All tests to be completed and passed before the Concrete for the Basement Slab is poured.

Flush and Clean all Drainage.

vii) Waterproofing

Membrane will be used for the Basement Walls and Membrane will be used for the Basement Floor.

Brick Plugs and Seals only to be used when attaching the Membranes to any surface.

Technical Data Sheets and Instructions will be provided to Client on how to attach stud walls and partitions to the Wall Membrane.

High Grade Insulation and Polythene laid on top of the Floor Membrane before a 50mm Screed is applied for protection.

R. COVID MEASURES**i) Self-isolation**

Anyone who:

Has a high temperature, a new continuous cough, or a loss of, or change in, their normal sense of taste or smell;

Is within 14 days of the day when the first member of their household showed symptoms of Coronavirus (Covid-19); or

Has been contacted by the NHS Test & Trace Service; should not come to site, but must follow the guidance on self-isolation.

ii) If someone falls ill

If a worker develops a high temperature, a new continuous cough, or a loss of, or change in, their normal sense of taste or smell while at work, they should:

Ensure their manager or supervisor is informed

Return home immediately

Avoid touching anything

Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow.

They should get a Coronavirus (Covid-19) test.

They must then follow the guidance on self-isolation and not return to work until they have received a negative test result or, in the event of a positive test result, their period of self-isolation has been completed.

iii) Travel to Work

Wherever possible workers will travel to site alone using their own transport.

If workers have no option but to share transport:

Journeys should be shared with the same individuals and with the minimum number of people at any one time

Good ventilation (i.e. keeping the windows open) and facing away from each other may help to reduce the risk of transmission

The vehicle should be cleaned regularly using gloves and standard cleaning products, with particular emphasis on handles and other areas where passengers may touch surfaces.

iv) Arrival On Site

Sign-in procedure to have additional questions;

Do you have a temperature?

Have you recently developed a cough?

Is anyone in your household self-isolating?

v) Hand Washing

Regular breaks to wash hands

Adequate supplies of soap and fresh water are readily available and kept topped up at all times

Hand sanitiser (minimum 60% alcohol based) provided

Regularly cleaned hand washing facilities

Suitable and sufficient rubbish bins for hand towels provided with regular removal and disposal.

vi) Toilet Facilities

Enhanced cleaning regimes for toilet facilities, particularly door handles, locks and the toilet flush

Toilets should be cleaned and emptied more frequently

Wash and sanitise hands before and after using the facilities

vii) Welfare Facilities

Break times will be staggered to reduce congestion and contact at all times

Frequently clean surfaces that are touched regularly, using standard cleaning products e.g. kettles, refrigerators, microwaves

All rubbish will be put straight in the bin and not left for someone else to clear up

viii) Cleaning

Enhanced cleaning procedures will be in place across the site, particularly in communal areas and at touch points including:

Taps and washing facilities

Toilet flush and seats

Door handles and push plates

Handrails and guardrails

Lift and hoist controls

Machinery and equipment controls

All areas used for eating will be thoroughly cleaned at the end of each break and shift, including chairs, door handles and floors.

Rubbish collection and storage points should be increased and emptied regularly throughout and at the end of each day

To be monitored by the Site Manager