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1.0 INTRODUCTION

1.1. Purpose

- 1.1.1. The purpose of the proposed Works is to undertake enabling earthworks and to implement core infrastructure (site reprofiling, external drainage, utilities, access, and highways) for a proposed self-build residential development. This Performance Specification defines the principal performance requirements for the Enabling Contractor to manage the required site activities.
- 1.1.2. This Specification should be read in conjunction the following related specifications and drawings: Specifications
 - Performance Specification (Ref:13847-CRH-XX-XX-SP-LQ-P01)
 - Civil Engineering Design Risks (Ref: 13847-CRH-XX-XX-HS-C-0003-S2-P1)
 - Cut and Fill Analysis (Ref: 13847-CRH-XX XX-RP-C-0004-S2-P1)
 - Outline Earthworks Specification (Ref: 13847-CRH-XX-XX-SP-GE-0001-P01)
 - Drainage Strategy and Maintenance Plan (Ref: 13847-CRH-XX-XX-RP-C-0003-S2-P1)
 - Pavement Specification (Ref: 13847-CRH-XX-XX-SP-C-5000-S2-P1)
 - Drainage Specification (Ref: 13847-CRH-XX-XX-SP-C-5050-S2-P1)

Drawings

- Site Location Plan (Drg: 13847-CRH-XX-XX-FG-G-7000-SiteLcn)
- Site Boundary Plan (Drg: 13847-CRH-XX-XX-FG-G-7001-SiteLayout)
- Topographical Survey (Nationwide Surveys Drg: 17AG5-GPS.DWG)
- Proposed Levels and Contours Plan (Drg: 13847-CRH-XX-XX-DR-C-5000-S2-P3)
- Overhead HV Cable Diversion Plan (Drg: 13847-CRH-XX-XX-DR-C-5150-S2-P1)
- Drainage Layout Plan (Drg: 13847-CRH-XX-XX DR-C-5050-S2-P2)
- Drainage Construction Details Sheet 2 (Drg: 13847-CRH-XX-XX-DR-C-5301-S2-P1)
- Exceedance Flow Paths (Drg: 13847-CRH-XX-XX-DR-C-5075-S2-P1)
- Road General Arrangement Plan (Drg: 13847-CRH-XX-XX-DR-C-5020-S2-P1)
- Kerbing and Materials Plan (Drg: 13847-CRH-XX-XX-DR-C-5010 S2-P1)
- S278 Works Pavement Construction Details (Drg: 13847-CRH-XX-XX-DR-C-5360-S2-P1)
- S278 Works General Arrangement Plan (Drg: 13847-CRH-XX-XX-DR-C-6001-S2-P1)
- S278 Works Kerbing and Materials (Drg: 13847-CRH-XX-XX-DR-C-6002-S2-P1)
- S278 Works Finished Levels & Contours Plan (Drg: 13847-CRH-XX-XX-DR-C-6010-S2-P1)
- S278 Works Proposed Drainage Layout (Drg: 13847-CRH-XX-XX-DR-C-6025-S2-P1)
- S278 Works Drainage Construction Notes (Drg: 13847-CRH-XX-XX-DR-C-6300-S2-P1)
- S278 Works Drainage Construction Details (Drg: 13847-CRH-XX-XX-DR-C-6301-S2-P1)

- Drainage Construction Details Sheet 1 (Drg: 13847-CRH-XX-XX-DR-C-5300-S2-P1)
- Drainage Construction Details Sheet 3 (Drg: 13847-CRH-XX-XX-DR-C-5302-S2-P1)
- Drainage Construction Details Sheet 4 (Drg: 13847-CRH-XX-XX-DR-C-5303-S2-P1)
- Drainage Construction Details Sheet 5 (Drg: 13847-CRH-XX-XX-DR-C-5304-S2-P1)
- Drainage Construction Details Sheet 6 (Drg: 13847-CRH-XX-XX-DR-C-5305-S2-P1)
- Pavement Construction Details (Drg: 13847-CRH-XX-XX-DR-C-5350-S2-P2)
- S278 Works Swept Path Analysis Large Car (Drg: 13847-CRH-XX-XX-DR-C-6175-S2-P1)
- S278 Works Swept Path Analysis Fire Tender (Drg: 13847-CRH-XX-XX-DR-C-6176-S2-P1)
- S278 Works Swept Path Analysis Refuse Vehicle (Drg: 13847-CRH-XX-XX-DR-C-6177-S2-P1)
- 1.1.3. Supporting information to be read in conjunction with this Specification comprises:
 - Planning Application and associated Planning Conditions
 - Construction Environmental Management Plan (Ref: 13847-CRH-XX-XX-RP-LQ-0005 CEMP_P02)
 - CDM Pre-Construction Information
 - Statutory Utilities Plans

1.2. **Key Contacts**

Employer: Council of the Isles of Scilly

& Project Manager Town Hall St Mary's

Isles of Scilly, TR21 0LW Contact: Sian Greenlaw

Tel: 01720 424417

Email: Sian.Greenlaw@scilly.gov.uk

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Site Monitoring: Campbell Reith Hill LLP Consulting Engineers

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1.3. Ambiguities

1.3.1. This document is to be read in conjunction with all other project Specifications listed above and where any ambiguity arises the Project Manager shall be notified at the earliest opportunity and shall be resolved at the discretion of the Project Manager. The Contractor shall refer any questions of ambiguity in the Contract and Specification Documents to the Project Manager whose judgement shall be final in matters of open interpretation.

2.0 DESCRIPTION OF WORKS

2.1. Scope of Works

- 2.1.1. The Council of the Isles of Scilly (CIOS) are commissioning the Enabling Works Contract in order to prepare the site and construct essential infrastructure and deliver individual serviced plots readied for subsequent phases of construction by self-builders.
- 2.1.2. The development is anticipated to comprise as a minimum, three phases of works:
 - Phase 1 Works to be undertaken by Enabling Works Contractor
 - Phase 2 Works by the Self-Builders
 - Phase 3 Finishing Works
- 2.1.3. The Enabling Works Contract comprises Phase 1 of the scheme (and possibly Phase 3), but not limited to, the following activities:

Phase 1 - To be undertaken by Enabling Works Contractor

- mobilisation to site and set up of site compound.
- implement ecological mitigation measures in accordance with the approved Construction Environmental Management plan (CEMP) and core ecological reports.
- undertake utilities survey of site including septic tank and soakaway (drain) (unless already surveyed). Drain diversion proposal to be confirmed.
- review ground investigation information and undertake additional investigation testing as required to progress the earthworks and site reprofiling works; (unless specified by Employer/Engineer).
- testing and reprocessing (if required) of existing crushed concrete stockpile for reuse within the works/land raising. Stockpile location to be confirmed.
- survey and remove defunct septic tank and any connections to it from Orchard Cottage,
 which is now understood to be connected to the public sewer in Old Town Road.
- potentially undertake diversion of drainage from Orchard Cottage.
- facilitate electricity diversions i.e. under-grounding of overhead High-Voltage electricity cables in liaison with Western Power Distribution and also Low Voltage cables running along the southern boundary (if required by the new access road construction).
- topsoil strip and stockpile for reuse onsite by self-builders and in external landscaping works.
 Stockpile location to be confirmed.
- facilitate access to adjacent properties using the track for access throughout the works.
- undertake ground improvement of site via vibro-stone-columns (if instructed).
- undertake earthworks reprofiling of the site to an agreed Formation Levels including plot areas in accordance with Earthworks Performance Specification.
- construction of retaining walls (as specified by Engineer).
- construction of the two nr site entrance(s).

- relocation and reconstruction of boundary hedge/bank as required by planning to facilitate access visibility-splays.
- construction of internal estate roads and vehicle parking court / parking spaces to base course in view of oncoming construction works by self-builders to build their houses.
- construction of cattle grid at entrance to adjacent field in the southwest at the end of the existing track.
- liaison with statutory utilities providers and trenching along internal roads to facilitate new site services up to each individual plot boundary to be connected at a later date by the Self-Builders. Employer currently liaising with utility providers regarding new connection offers and site layout of utilities. Contractor will have opportunity for input before trenching layout agreed.
- installation of surface water drainage within roads and external areas up to plot boundaries.
 Where drainage extends into individual plots, drainage shall be installed up to the first manhole to provide appoint of connection. External drainage includes road drainage, filter trench, discharge outfall, and points of connection. Plot soakaways shall be installed by Self-Builders.
- design and construction of the Water UK/WRc plc Sewers for adoption 'Type 2' foul pumping station, rising main and external foul runs. The construction of primary foul drainage, which run across plot boundaries along with lateral foul drainage runs within plots shall also be constructed up to points of connection.

Phase 2 – Works by the Self-Builders

- construction of foundations (by traditional foundations if the site has been ground improved, or, if not, then by piling).
- protection of newly constructed foul sewers within plots.
- construction of individual houses as per self-build designs.
- It is assumed that access to Plots 4 and 5 will need to be via Plots 4 and 6 respectively. Where access to plots is limited or constrained by proposed levels and retaining walls i.e. Plots 9 and 10), access is assumed to be via proposed footpaths, which will need to be made good upon completion.
- construction of on plot surface water drainage including soakaways in gardens and associated drainage runs.
- construction and connection of foul drainage to lateral foul sewers.
- on plot utilities trenching and connections.
- on plot hard and soft landscaping.

Phase 3 - Finishing Works

- Contractor to return to site to complete infrastructure works such as final road surfacing with block paving etc.
- potential general landscaping if not included within community project.
- disposal of surplus soil if not required in gardens or soft landscaping areas unless disposed of.

3.0 PRINCIPAL REQUIREMENTS

3.1.1. Planning Permission

- 3.1.2. Planning Permission (ref: P/21/002/OUT) for the work has been made to Council of Isles of Scilly (CIOS) and the commencement of the works is subject to this planning consent being granted by CIOS.
- 3.1.3. Planning conditions will be provided to the Contractor. Submissions have been made to CIOS to discharge the planning conditions (P-22-043-DISCON).
- 3.1.4. The Contractor in conjunction with the Employer and Partner shall be wholly responsible for the discharging outstanding Pre-Commencement Planning Conditions relating to the Enabling Works and deliver the Enabling Works in accordance with the Planning Consent.

3.1.5. **Design of the Works**

- 3.1.6. The Contractor will be required to submit a schedule of works and corresponding plans showing compounds and storage areas.
- 3.1.7. The Enabling Works Contractor will be required to submit a detailed programme for the works, which will identify the critical paths, provide float for all activities and identify sufficient time for risk items. The works shall be designed to be flexible to manage known risks associated with (but not limited to) ecological constraints, liaison with the Regulators, utilities providers and transport delays caused by inclement weather etc.
- 3.1.8. The Contractor is required to deliver all of the requirements of this Specification, supporting specifications and drawings. This requirement includes the design, construction, monitoring and validation of the works.
- 3.1.9. The Contractor is to fulfil the requirements of Principal Contractor under CDM 2015 for the duration of the works specified herein.
- 3.1.10. Prior to commencing the works the Contractor shall provide:
 - Provide the information in compliance with the Contract Works Specifications.
 - Provide technical detail of the design of the works as well as Method Statements and health
 and safety risk assessment documentation for carrying out the works and mitigating hazards
 such as dust / asbestos fibre release.
 - Comply with the Planning Consent.
 - Produce a Phasing Plan for conducting the works. Prior to commencing works, the Contractor
 must produce a phasing drawing detailing the proposed duration and sequence of each
 aspect of the works in accordance with agreed ecological mitigation strategies.
- 3.1.11. During the works the Contractor shall:
 - Setup the compound area (location to be agreed).
 - Attend progress meetings with the Employer, Partner, Project Manager, Principal Designer and other Contractors/consultants as required.
 - Conduct the works in accordance with the agreed Construction Environmental Management Plan (CEMP) and maintain this document as an evolving live document, which will be included within the Health & safety File upon completion.

- Maintain a Risk Register.
- Comply with the agreed Phasing Plan, Programmes and Specifications.
- Recycle excavation arising's where possible.
- Crush and stockpile suitable material to Specification for Highway Works (SHW) 6F2 grade and validate chemically for asbestos, contaminants.
- Facilitate utilities diversions and new site services as directed.
- Maintain services across the site where required.
- 3.1.12. Following the works the Contractor shall provide:
 - A reprofiled site with retaining walls, roads, drainage, and utilities infrastructure constructed and level individual plots delineated.
 - The site shall be left in a secure and safe status.
 - Arrangements for the hand-over of the site upon completion of the works shall be agreed well in advance of completion.

3.2. Site Clearance

- 3.2.1. Works to be undertaken to clear the site of debris prior to commencement of the enabling works. The Contractor shall remove from site the following, but not limited to: all rubbish, debris, timber, wires, plastic, metal, plant, machinery, fragments of asbestos containing materials (ACMs), deleterious materials and other unsuitable materials present on the ground surface and temporary structures from the Works Area.
- 3.2.2. The crushed concrete stockpile may need to be relocated in order to allow the works to progress.
- 3.2.3. Material removed shall be recycled where possible, otherwise removed from site in accordance with appropriate Waste Consents. Where materials cannot be incorporated within the works they are to be stockpiled on site (crushed concrete) or otherwise removed from the site in accordance with appropriate consents and the agreement of the Project Manager.

3.3. **Ground Improvement Works**

- 3.3.1. The Enabling Works Contract may require ground improvement works to be undertaken.
- 3.3.2. This may entail the mobilisation of a piling rig to the island and installation of vibro-stone columns into the ground, however, this option is still being explored as it carries with it financial, logistical and practical considerations.
- 3.3.3. Should ground improvement works be required to deliver the site, the Enabling Works Contractor, will be required to liaise with Specialist Contractors, obtain quotations for its design and build and facilitate these works.
- 3.3.4. The Contractor will also need to consider the impact upon the required land raising and retaining wall construction. It is envisaged that ground improvement would be undertaken on the soft ground prior to land raising and the levels subsequently made up along with the construction of the retaining walls. The land raise could be placed and compacted for houses to be constructed upon. Alternatively, the preferred design may entail undertaking the bulk earthworks / land raising in the areas of the proposed plots first and then under-taking ground improvement on the raise level. The benefit of this approach would be that the Self-Builders will have a slightly reduced level of excavation for their foundations.

3.3.5. Earthworks and Land Raising

- 3.3.6. The proposed development requires the existing site levels to be reprofiled and land raised by up to c.1.0m. The proposed finished levels are shown on Proposed Levels and Contours Plan (Drg: 13847-CRH-XX-XX-DR-C-5000-S2-P3).
- 3.3.7. The bulk earthworks will therefore need to be undertaken to an agreed Formation Level to allow plots and private gardens to be formed by the Self-builders.
- 3.3.8. A Ground investigation report available in Reports folder 5, via the Contracts Finder link. In addition, a Supplementary Ground Investigation is currently being undertaken in order to support the design of the earthworks and retaining walls.
- 3.3.9. The earthworks and land raising shall be undertaken in accordance with the Earthworks Performance Specification and material placed and suitably compacted.
- 3.3.10. Based upon the Preliminary Cut and Fill Assessment, a net import of material will be required to raise site levels.
- 3.3.11. In view of this, it is understood that there is a stockpile of hardcore located on site that the tenderer is to review, take ownership and satisfy themselves that it can be used in accordance with the specification and design. The quantity of hardcore available on site is: 440t. Test certificates are available in Reports folder 1 in the contract tender documents. Additional material is likely to be required in addition to this hardcore. The Employer currently holds a U1 Waste Exemption, details of which can be provided upon appointment of the Principal Contractor.
- 3.3.12. The level differences between plots will also need to have retaining walls constructed as per the Engineer's Design. Gravel Boards to dela with nominal level differences between gardens will be installed by the Self-Builders when private gardens are formed.

3.4. Site Entrances and Access Roads

- 3.4.1. The new road layout is as per General Arrangement Plan and comprises two access roads into the site.
- 3.4.2. The estate roads will comprise a combination of road, footways, Home Zone permeable block paving and car parking of permeable paving with geocell storage beneath.

3.5. Reconstructed hedge/wall on Eastern Boundary

3.5.1. The wall/hedge along the eastern boundary of the site will need to be repositioned as pr the masterplan. The re-built stone wall along the east boundary shall include careful dismantling of materials, which should be stored onsite for re-use in its reconstruction along a parallel line set slightly further to the west. Reused stone should, as far as practical, ensure any moss, lichen or bryophyte growth is set back with its original orientation to retain biodiversity interest of the hedge bank feature. The wall will be tapered at its southern end as per the Landscaping Masterplan (TEP Dwg ref: D8182.01.008A) to facilitate the required visibility splay. This plan is contained within the Biodiversity Enhancement Plan.

3.6. **Drainage Infrastructure**

- 3.6.1. The Enabling Works shall comprise the construction of the site entrances, estate road, parking areas, foot path as well as site drainage as specified in the drawings provided.
- 3.6.2. The following SuDS features have been considered within the proposed surface water drainage strategy:

- Surface water runoff from the proposed residential properties on Plots 01 and 02 and communal roads, car parks and footpaths is collected a series of rainwater pipes, gullies, and permeable paving in the proposed roads and communal car parking areas.
- Geocellular Attenuation Tank beneath car parking court
- Sand Filter Drain
- Trickle Trench Outfall will also serve to discharge flows in a manner as close to existing Greenfield flows as possible.
- Geocellular Soakaways proposed to discharge the surface water runoff from Plots 03 12 to be installed by the Self-Builders.

3.7. **Existing Utilities / Diversions**

- 3.7.1. Existing Main and services are known to exist within the area of the site. Where known these are indicated on the tender drawings provided. The Contractor is required to identify live utilities/services on the site and disconnect all services not to be retained.
- 3.7.2. The Contractor is required to liaise with Western Power Distribution and facilitate the undergrounding diversion of an overhead HV electricity cable and other LV electricity services on the southern boundary also need to be considered in terms of the relative depth in relation to the proposed access and required sub-base for construction.
- 3.7.3. No utilities/services are to be disconnected without the agreement of the Project Manager.
- 3.7.4. Proposals for diverting a surface water drain serving Orchard Cottage opposite the site will need to be finalised.
- 3.7.5. It remains the Contractor's responsibility to ensure that live services are not damaged, whether they feature on the provided information or not. All works undertaken shall be in accordance with HSG 47 Avoiding Danger from Underground Services, by the HSE, and any other relevant guidance. Should services be damaged during the works they are to be repaired at the Contractors cost as soon as possible.

3.8. **New Site Services**

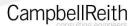
3.8.1. The Contractor will be required to liaise with utilities providers and carry out trenching works to install new site services to serve the individual plots.

3.9. Maintain Access for adjacent property

3.9.1. Access to the adjacent residential property may need to be maintained during the works or an alternative route provided through the site. The tenants of the adjacent property are aware that there will be works undertaken in due course and so when the works commence, which may require access to be unavailable for a short while, it will be necessary to liaise directly with the tenants to plan this, although they may be able to access their house from an alternative route.

3.10. **Foul Pumping Station**

3.10.1. Chambers are to be provided in each plot to allow for connection of the future individual developments to the overall site foul water network. Once foul water flows have been conveyed to the proposed foul water network, the flows will be directed to the adopted foul water pumping station. The pumping station and rising main are to be designed by others, and are to be adopted by South West Water, subject to Section 104 Agreement.



3.10.2. As such, the Enabling Works Contractor is required to design and build a Type 2 Pumping Station and associated rising main. A specialist designer may be required to prescribe these works.

4.0 GENERAL REQUIREMENTS

4.1. **Project Plan**

- 4.1.1. A Project Plan including Risk Assessments and Method Statements is to be provided identifying all plant, proposed temporary works and sequencing.
- 4.1.2. The Project Plan including Risk Assessments and Method Statements are to be submitted to the Project Manager no later than 14 days prior to the works starting on site for comment. Allowance is to be made for 5 working days for the approval following resubmission of documents previously commented on.

4.2. **Health and Safety**

- 4.2.1. The Contractor shall comply with the Health and Safety at Work Act 1974 and the Regulations made thereunder plus all other current Statutes, Regulations and Codes of Practice applicable to the construction and building industry. Nothing in these clauses shall be construed as in any way relieving the Contractor of their obligation at law to comply with the current legislation.
- 4.2.2. The Contractor is to act as the Principal Contractor and fulfil their obligations under Construction (Design and Management) Regulations (CDM) 2015.
- 4.2.3. They shall have full regard for the safety of all persons on the site and shall keep the site and the site operations in an orderly state appropriate to the avoidance of danger to such persons. They shall provide and maintain at their own expense all associated equipment, lights, guards, fencing, warning signs as may be required so as to provide for best practice Health and Safety requirements. All works shall be undertaken in accordance with, and with reference to, the relevant Health and Safety provisions and guidance applicable to working at contaminated sites.
- 4.2.4. The Contractor shall implement methods to ensure protection of workers and the general public in accordance with HSG66 (Health and Safety Guidance 66 Protection of workers and the general public during the development of contaminated land). They shall also consider Health and Safety Executive Guidance Note HSG 150 for Health and Safety during construction.
- 4.2.5. The Contractor shall appoint a site safety officer who shall be suitably qualified and be responsible for ensuring that the site operations are carried out in accordance with all current Health and Safety Legislation. The Contractor shall inform the Project Manager in writing prior to the commencement of the works of the identity of the site safety officer.
- 4.2.6. Prior to works the Contractor shall complete full risk assessment for work required under the:
 - Management of Health and Safety at Work Regulations (1999).
 - Control of Substances Hazardous to Health (2002 as amended 2005).
- 4.2.7. All site personnel shall be informed and fully trained through a signed induction procedure in relation to the potential hazards of the site regarding contamination and on site safety procedures.
- 4.2.8. The Contractor shall take such precautions as necessary to prevent danger to all persons using the site and any adjoining property and arising from the execution of the works, including entry and exit of vehicles that are using the site. The Contractor shall demonstrate a pro-active rather than a reactive approach to the protection of all persons and property.

4.3. **Quality Assurance**

- 4.3.1. Where an appropriate Eurocode, British Standard specification or British Standard code of practice issued by the British Standards Institution is current at the time of the Works, all goods and materials used or supplied and all workmanship shall accord with that standard and shall bear the appropriate Kite Mark.
- 4.3.2. Where the standard of a product to be used in the Works is defined by reference to a British or other approved standard, an alternative but similar product meeting the national standard of a state of the European Community or an international standard recognised in another Member State may also be acceptable. It will only be accepted provided either standard offers an equivalent guarantee of safety, suitability and fitness for purpose such as a BSI Kite Mark.

4.4. Quality Management System

- 4.4.1. The Contractor shall institute and operate a quality management system, details of which shall be submitted for approval 14 days prior to the commencement of the contract.
- 4.4.2. The Contractor shall submit a Quality Plan covering the following items:
 - Contractor's organisation and management.
 - Contractor's method statements and construction procedures.
 - Contractor's construction quality control.
 - Suppliers Quality Plans (for each of the quality management schemes listed).
- 4.4.3. The Quality Plan shall reflect the management procedures and control actually being followed. Where circumstances or people change, or procedures prove to be impracticable, the Quality Plan shall be reviewed and, after consultation with the Project Manager, re-issued.
- 4.4.4. The Quality Plan shall outline the procedures for handling non-conformances identified in the Works by the Project Manager or the quality system and the consequent corrective and preventive action.

4.5. **Licences, Consents and Approvals**

- 4.5.1. The Contractor shall provide for all licences, permits, consents, notices, approvals or exemptions required for the works. These may include:
 - Environmental Permits
 - Discharge Planning Conditions and Section 801/81 requirements.
 - Waste management licences (or exemptions).
 - Discharge consent or 'consent to discharge' to ground, sewer or existing watercourse.
 - Trade effluent consent or trade effluent agreement.
 - Asbestos Licensing or Notifications.
 - Land Drainage Consent for works near to the culverted watercourse across the north of the site
 - Approval for re-use of material on-site (e.g. MMP).
 - Notices of Adjacent Excavations/Party Wall Awards (where applicable)

4.5.2. Confirmation that all relevant approvals and licences have been obtained shall be provided to the Project Manager prior to the commencement of works.

4.6. Accreditation's and Construction Schemes

- 4.6.1. All equipment operators shall have CITB training and all other site staff shall have appropriate CSCS accreditation, or similar. Evidence of accreditation is required in all instances by the Employer and Project Manager and must be kept in a register on site and be available on request by the Employer and/or Project Manager.
- 4.6.2. The Contractor shall register and undertake the works under the Considerate Constructors Scheme (CCS) and achieve a minimum score of 'A Very Good Site'.

4.7. Construction (Design and Management) Regulations 2015 (CDM)

- 4.7.1. The Employer has appointed CampbellReith as the Principal Designer. Pre-Construction Information (PCI) has been provided with the tender documents.
- 4.7.2. The Contractor will be designated the Principal Contractor for the site throughout the duration of the Contract and in this capacity may be required to accommodate the minor works of other Contractors within the working area of this contract during the period of works.

4.8. **Construction Phase Plan**

- 4.8.1. The Construction Phase Plan must then be provided to the Project Manager and Principal Designer no less than 14 working days prior to mobilisation and must include the following:
 - Method Statements for the various work tasks, identifying all risks and any hazards that may be present.
 - Details of the management structure and responsibilities.
 - Arrangements for issuing Health and Safety directions.
 - Procedures for informing other Contractors and employees of health and safety hazards.
 - Selection procedures for ensuring competency of other Contractors, the self-employed and designers.
 - Procedures for communications between the project team, other Contractors and site operatives.
 - Arrangements for co-operation and co-ordination between Contractors.
 - Procedures for carrying out risk assessment and for managing and controlling the risk.
 - Emergency procedures including those for fire prevention and escape.
 - Arrangements for ensuring that all accidents, illness and dangerous occurrences are recorded.
 - Arrangements for welfare facilities.
 - Procedures for ensuring that all persons on site have received relevant health and safety information and training.
 - Arrangements for preparing site rules and drawing them to the attention of those affected and ensuring their compliance.
 - Monitoring procedures to ensure compliance with site rules, selection and management procedures, health and safety standards and statutory requirements.

- Review procedures to obtain feedback.
- Information required by the Environmental Management Specification.

4.9. **Method Statements**

- 4.9.1. Prior to the commencement of works the Contractor shall agree in writing all methodologies, designs and provisions for the works with the Project Manager.
- 4.9.2. In addition to the requirements of the project Environmental Management Specification and the production of the detailed Construction Environmental Management Plan (CEMP) the Contractor shall submit to the Project Manager a Construction Phase Plan, Risk Assessment and Method Statements for each new work activity at least 14 days before the activity is due to commence. This shall include documentation required for the CDM Health and Safety Files, details of CDM risk assessments and proposed methods of working that ensures protection of the surrounding environment.

4.10. **Meetings**

- 4.10.1. Before commencement of the work on site the Contractor shall hold a meeting(s) with the Employer, Partner, Project Manager, other Contractors conducting works on site (as appropriate) to agree site work procedures and phasing of the works.
- 4.10.2. The Contractor shall make provision for fortnightly meetings/site visits to be held with the Project Manager prior to and throughout the works and others as appropriate throughout the period of the Contract.
- 4.10.3. The Contractor shall make provision for formal monthly Progress Update Meetings with the Employer and Project Manager.

4.11. Access for Inspections

4.11.1. The Contractor shall maintain on site full protective personal equipment for 8 no. representatives of the Employer or Project Manager's team. They shall facilitate all reasonable requests for inspections required or approved by the Employers team and Regulators and for other surveyors to non-works areas of the.

4.12. **Sub-Contracting**

4.12.1. Sub-contracting any part of the works is not permitted unless the proposed sub-Contractors are included in the Contractors submission and specific written approval of the Project Manager is subsequently obtained.

4.13. Site Access

- 4.13.1. The site is accessible via Old Town Lane, Old Town, St Mary's.
- 4.13.2. The Contractor is required to prepare a Construction Traffic Management Plan in line with the outline requirements in the CEMP.

4.14. **Co-ordination of Works**

4.14.1. The Contractor shall be responsible for coordinating the different elements of the works so as to avoid loss of services or disruption to existing / neighbouring tenants / residents.

4.15. **Site Security**

- 4.15.1. The site security shall be managed by the Contractor as the Principal Contractor who shall have overall responsibility for the entire site.
- 4.15.2. The site is not required to be hoarded but must be made secure from members of the public.
- 4.15.3. The southern access track needs to be accessible at all times to the neighbouring tenants who have a right of way across this access.
- 4.15.4. The Contractor is to be aware that a number of trees are present within and around the site; these trees and their associated Root Protection Zone are to be protected throughout the works excluding those to be removed as part of the eastern boundary reconstruction or those where the roots are to be trimmed back.

4.16. Restrictions on the Extent/Times of Access to the Site

- 4.16.1. Working hours shall be between 08:00 18:00 Monday to Friday.
- 4.16.2. No machinery shall start outside of these stated hours. No works shall take place on Sunday or Bank/Public Holidays. All works outside these hours shall be subject to prior agreement, and/or reasonable notice, by the Project Manager, Local Authority and all other relevant statutory authorities, who may impose certain restrictions. It is not envisaged that any night time working will be permitted except in case of emergency. During works it will be necessary to sign in and out of the site on each occasion. A mandatory signing in system and Health and Safety Briefing system shall be maintained on site at all times.

4.17. Facilitate Access for Others

4.17.1. Access shall be maintained for other authorised Contractors e.g. Utilities providers and Western Power Distribution who may be carrying out works or surveys at the site. Access should only be temporarily restricted if permission is given by the Employer and Project Manager.

4.18. Vehicle Access

- 4.18.1. The Contractor is responsible for the design and construction of all temporary works on the site associated with vehicle access. Method Statements shall be prepared for the construction of such works and supplied to the Project Manager within 14 days prior to commencement on site.
- 4.18.2. The design of all vehicular movements shall be completed by the Contractor.
- 4.18.3. The Contractor shall take necessary measures to ensure that no mud or debris is deposited on roads outside of the site.

4.19. **Site Tidiness**

- 4.19.1. The Contractor is to keep the site clean and tidy during the works.
- 4.19.2. Stockpiles of material should be clearly separated from one another and clearly labelled.
- 4.19.3. On completion, the Contractor shall leave the whole of the works in a clean and tidy condition to the satisfaction of the Project Manager.
- 4.19.4. The Contractor shall make good all works carried out subject to any requirements and leave the ground in a clean and tidy condition. The site shall be left secure.

4.20. Contractors Accommodation

4.20.1. The Contractor is to provide for welfare facilities on site for the duration of the Works.

- 4.20.2. The location of the Contractors welfare and accommodation facilities shall be submitted to and approved by the Project Manager.
- 4.20.3. The Contractor shall provide adequate and appropriate first aid equipment for his employees engaged on the works based upon the risk assessments and in accordance with the Health and Safety (First Aid) Regulations Approved Code of Practice (L74). A suitable number of staff should be first aid trained; all staff and visitors should be made aware of whom this is.
- 4.20.4. It is the Contractor's responsibility to ensure an adequate number of hand basins, heating, lighting, ventilation and a regular supply of soap and towels within the welfare facilities.
- 4.20.5. The Contractor shall provide their entire workforce and all visitors, safety jackets, boots and hard hats and any other equipment which may be necessary for the safe and satisfactory completion of the works and comply fully with all current Health and Safety Legislation.
- 4.20.6. This shall include as a minimum: safety jackets, steel too capped boots, hard hats and any other equipment which may be necessary for the safe and satisfactory completion of the works (such as face masks and filters) to conform with HSE approved lists.
- 4.20.7. The Contractor is responsible for the provision of secure storage for plant and materials which shall comply with all relevant Health and Safety Requirements.
- 4.20.8. The Contractor shall employ suitably qualified persons to manage and undertake works in areas affected by asbestos in soils. The Contractor shall ensure adequate provisions are made in this regard to appropriately formulate works, provide personal protective equipment and monitoring. A watching brief is to be maintained for asbestos in soils by an individual who has undertaken appropriate training. It will be the Contractor's responsibility to complete the works in full accordance with the Asbestos Regulations.

4.21. Access/Egress to Working Areas

- 4.21.1. Where necessary, the site shall be designated into 'Clean' and 'Dirty' areas, which shall have restricted interaction:
- 4.21.2. The 'Clean' area being defined as a zone not directly involved with the workings on site. Generally this zone shall be confined to the site compound and adjacent prepared areas; and
- 4.21.3. The working area shall be designated as 'Dirty' and shall be fenced in accordance with BS 1722.
- 4.21.4. Pedestrian access/egress to the 'Dirty' area shall be via a dedicated hygiene unit only. This facility shall generally be in accordance with HS(G)66 but as a minimum shall include hot and cold washing facilities (including shower units). The facility shall be provided with three compartments, allowing personnel to move sequentially through them as they progress from the 'Dirty' to the 'Clean' area. The first compartment, leading to the 'Dirty' area shall be sued for the storage of potentially contaminated equipment. The central compartment shall provide site personnel with a high standard of washing facilities. The final compartment, leading to the 'Clean' area shall be used for the storage of ordinary clothing.
- 4.21.5. A boot wash shall be located immediately outside of the hygiene unit in the 'Dirty' area and site personnel entering the hygiene unit shall use this facility and must ensure that all potentially contaminated material is washed from their footwear before entering the unit.
- 4.21.6. The unit shall be as a minimum, serviced and decontaminated on a daily basis and shall be appropriate size for the site works.

4.22. Private and Publicly Owned Services or Supplies

- 4.22.1. The Contractor is responsible for ensuring that all publicly and privately owned services and supplies are protected from damage during the course of the works and for observing the service authorities recommendations for work adjacent to existing structures. All works undertaken shall be in accord with HS (G) 47 Avoiding Danger from Underground Services, by the HSE, and any other relevant guidance.
- 4.22.2. Any services reinstatement required as a result of damage caused shall be carried out with standards of material and workmanship which satisfy the requirements of the Statutory Service Providers and the Project Manager.
- 4.22.3. The Contractor shall reinstate surfaces/services, in such a manner as to ensure that the Employer is safeguarded from any public liability associated with damage or accident.

4.23. Survey Requirements

- 4.23.1. During the works the Contractor shall regularly survey the extents of excavations, retained features (such as obstructions/existing foundations) and live services if either known or unforeseen prior to backfilling. On completion of the works, a survey of the site based upon a CAD version of the site topographical survey shall be undertaken by the Contractor and submitted to and agreed with the Project Manager.
- 4.23.2. All levels shall be related to Ordnance Datum Newlyn and surveys shall be based on the national grid coordinate system and shall be considered with the updated topographical survey.
- 4.23.3. A drawing provide by the Contractor shall indicate each permanent survey control station showing its general location with dimensions to at least three easily recognisable and durable points.
- 4.23.4. The maximum distance between adjacent spot levels shall not exceed 10 metres. Ground survey spot levels on hard surfaces shall be correct to +/- 10 mm r.m.s.e. and elsewhere to +/- 50 mm r.m.s.e. Accuracy for linear dimensions +/- 25mm. The drawing shall be supplied in 3D AutoCAD .dwg format, at a scale of 1:200 on CD ROM. It shall be kept up to date on at least a fortnightly weekly basis with respect to extensive excavations and made available to the Project Manager on request.

4.24. Environmental Protection Measures

- 4.24.1. The Contractor is to produce and maintain a detailed Construction Environmental Management Plan (CEMP) and associated ecological mitigation reports. The Contractor shall also fulfil the principal requirements of CIRIA C741 (2015) 'Environmental good practice on site (fourth edition)'.
- 4.24.2. Although the EA Pollution Prevention Guidelines have been removed, the principles are still applicable. Therefore, the Contractor shall adhere to the PPG and take all reasonable precautions, to prevent any substances arising from the site works entering controlled waters or causing significant harm thereof.

4.25. **Ecological Mitigation**

- 4.25.1. Ecological constraints and requirements are detailed within the outline Construction Environmental Management Plan (CEMP) and following. Ecological reports submitted to discharge the Planning Conditions:
 - The Environment Partnership Discharge of Ecological Conditions (ref: 8128.01.001)
 - The Environment Partnership Ecological Protection Measures (ref: 8128.01.002)

- The Environment Partnership Biodiversity Enhancement Plan (ref: 8128.01.003)
- The Environment Partnership Arboricultural Method Statement (ref: 8128.01.007)
- 4.25.2. The Contractor is responsible for developing the CEMP to the satisfaction of the Local planning Authority and for complying with the Ecological Clerk of Works in relation to implementing the ecological mitigation strategies contained therein.

4.26. **Drainage & Surface Water Management**

4.26.1. The Contractor is required to control surface water to prevent surface water run-off and sediment from impacting the SSSI. Surface water from these areas shall be strictly controlled, collected and discharged appropriately.

4.27. **Surface Water Monitoring**

- 4.27.1. Due to the nature of the proposed works, there is potential for pollution from the release of fuels, oils and chemicals associated with plant, refuelling, and existing contaminated land into the water environment (SSSI).
- 4.27.2. The Contractor shall make provision to undertake periodic surface water sampling and laboratory testing from onsite monitoring installations and watercourses.
- 4.27.3. The Contractor shall undertake water sampling from the north-western site boundary and carry out laboratory chemical analysis at monthly intervals throughout the duration of the onsite works to ensure that the hydrogeological environment is recorded and to inform corrective action should elevated results from the analysis be identified.

4.28. **Stockpile Management**

- 4.28.1. Processing and reuse of site won materials constitutes a key element of the works. Stockpiled and excavated materials shall require environmentally secure stockpiling in order to enable sampling and classification of the materials.
- 4.28.2. All stockpiled material is to be protected from the wind via some form of cover.
- 4.28.3. All stockpiled material is to be subject to asbestos testing.
- 4.28.4. Prior to commencing site works, the Contractor is required to produce submit a method statement to the Project Manager detailing the control measures that to be put in place to prevent the potential for windblown dust or other foreseeable environmental impacts from stockpiles.

4.29. Asbestos

- 4.29.1. The Contractor shall adhere to the Asbestos Regulations and associated Codes of Practice for works at all times. The Contractor must have in place a method statement for the identification and removal of asbestos containing materials (bulk) in soils or other material/stockpiles if encountered. The Contractor is to provide the details and qualifications of the person(s) conducting the watching brief.
- 4.29.2. Where asbestos containing materials in soils occurs during the works this shall notified to the Project Manager.
- 4.29.3. Should asbestos containing materials in soils or crushed concrete stockpiles be encountered, the Contractor shall assess the asbestos content of the soil, and if required, a licensed specialist asbestos removal Contractor shall conduct removal/ treatment in accordance with the Method Statement.

- 4.29.4. The material shall be removed as an Unacceptable Material via a method agreed with the Project Manager and Regulators. Any collected asbestos material must be handled and disposed of to a licensed landfill/ treatment facility.
- 4.29.5. If required, the Contractor must carry out atmospheric monitoring for asbestos fibres around work in areas and on the site boundary to provide reassurance that asbestos fibres are not being spread within the site, or to neighbouring sites.

4.30. Material Reuse

- 4.30.1. Where possible within the Specifications, all suitable material is to be reused on the site. This may be in the crushing and stockpiling of suitable material to the Specifications for Highway Works 6F2 grade.
- 4.30.2. All material stockpiled on site is to be screened for asbestos fibres.
- 4.30.3. It is the Contractor's responsibility and cost to remove any surplus materials from the site upon completion of works.
- 4.30.4. The Contractor shall prepare and implement a Site Waste Management Plan (SWMP) and Materials Management Plan (if considered appropriate) as part of the work. These shall be prepared prior to the commencement of works and issued to the Project Manager to confirm measures to control and minimise waste materials. The SWMP should incorporate the requirements of the Site Waste Management Plans (England and Wales Regs 2008).
- 4.30.5. If appropriate the MMP shall accord with Contaminated Land: Applications in Real Environments (CL:aire) entitled 'The Definition of Waste: Development Industry Code of Practice' Version 2 dated March 2011.
- 4.30.6. The Waste (England and Wales) Regulations 2011 apply the requirements for the waste hierarchy which shall be included within the provision of works.
- 4.30.7. Completed documents shall be included as part of Works Completion Report and Health & Safety File.

4.31. **Disposal of Waste Material**

- 4.31.1. All waste related activities shall be undertaken by the Contractor in accordance with the current Waste Management and Landfill Regulations.
- 4.31.2. Any material that is removed from site shall be appropriately disposed of in accordance with current waste management and landfill legislation and associated requirements. Where material is removed from the site, every effort should be made to recycle material rather than sending material to landfill.
- 4.31.3. The Contractor shall be responsible for the final assignment of the appropriate waste classification in accordance with current Environment Agency Guidance on this topic.
- 4.31.4. It shall be the Contractor's sole responsibility to discharge the Duty of Care Regulations in associated with these works, for the appropriate designation of wastes and for the provision of notices and permissions associated with transportation and disposal.

4.32. Waste Documentation

4.32.1. The Works Completion Report shall include all waste documentation.

- 4.32.2. Additional requirements for waste disposal and documentation have been introduced as part of the Waste (England and Wales) Regulations 2011. These also require a statement that the 'waste hierarchy' has been considered.
- 4.32.3. The Contractor shall maintain a written record of all waste movements including as a minimum:
 - Description of the origin and type of waste.
 - European Waste Catalogue (EWC) code.
 - SIC Code of person transferring waste.
 - Hazardous Properties Assessment (HPA) where required.
 - Waste classification records.
 - Waste carriers licence.
 - Chain of custody documentation from both site of origin and end of transit.
 - Copy of receiving landfill's Waste Management Licence.
 - Waste transfer/consignment notes and summary index on a per load basis.
 - Volumes/weights of materials.
 - Copies of the relevant Environmental Permits.
 - Declaration of the waste management hierarchy.
- 4.32.4. A Site Waste Management Strategy is required for the works.

4.33. Site Records and Works Documentation

- 4.33.1. The Contractor shall maintain appropriate site records specific to the works comprising:
 - Method Statements, Risk Assessments and Construction Phase Plan.
 - Concise and accurate daily logs of all works, correspondence, meetings and so on.
 - Daily photographic records of notable activities.
 - Daily photographs from a common vantage point.
 - Records of ongoing boundary dust monitoring including the works being carried out during the monitoring period.
 - Records of all waste movement, disposal, and associated Duty of Care documentation.
 - Authorisations from Regulators (e.g. for disposal of groundwater to sewer/adjacent watercourse).
 - Plans accurately showing the location and extent of the works.
 - Records of permits and licences.
- 4.33.2. In accordance with current practice the Contractor shall provide documentation which can be used to demonstrate the validity of the design prepared and that adequate controls and permissions are in place for the works. This is summarised below but it is noted that this is a minimum requirement.
- 4.33.3. The Contractor shall provide the following information to the satisfaction of the Project Manager and Regulators prior to the commencement of works:

- Implementation plan including details of the site layout, phasing and permitting.
- Method Statements.
- Designer's Risk Assessment for subcontracted works
- COSHH Assessments.
- Site Waste Management Strategy/MMP.
- Construction Phase H&S Plan.
- Construction Environmental Management Plan (CEMP).
- Construction Traffic Management Plan.
- Pollution Control and Contingency Plan.
- Dust Management Plan (if required).
- Noise Control Plan (if required).
- Spillage Response Plan.
- Evidence of appropriate permissions and licences.
- Any other information specified in the Contract documents.
- 4.33.4. The Contractor shall provide all necessary documents required to satisfy the Project Manager and Regulators during the progression of works.

4.34. **Progress Reporting**

- 4.34.1. The Contractor shall present the following information in advance of the Progress Meetings:
 - Progress against programme.
 - Any significant changes to design.
 - Key items of work complete.
 - Equipment and resources on site.
 - Progress photographs.
 - Complaints and key communications.
 - Accidents or near misses.
 - Any other events of particular note.
 - Records of material movements.
 - Any Risk Assessments completed.
 - Any Method Statement revisions.
 - Any claims for additional time and/or money.

4.35. Works Completion Report

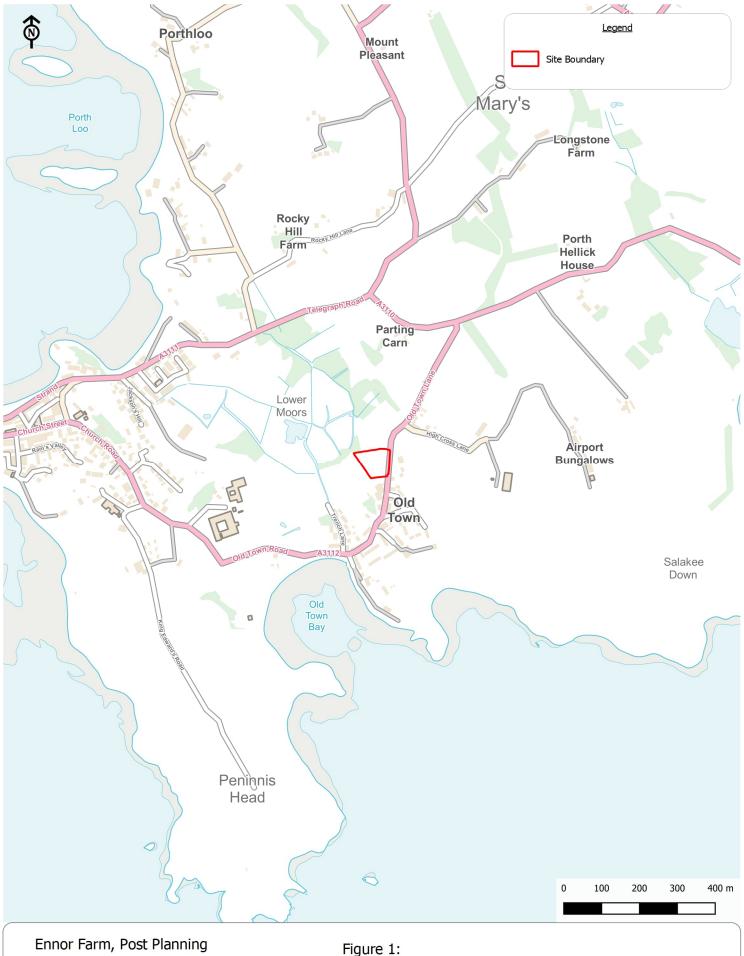
- 4.35.1. The Contractor shall provide a report on completion of the works which should detail all works completed on the site. As a minimum this should include:
 - Summary of scope.

- Location and names of structures to be demolished (e.g. septic tank) and plans showing this.
- Details of any asbestos containing materials removed including associated clearance/ monitoring.
- Full details of types, volumes and receiving waste handler of all waste removed from the site.
- Location, composition and volumes of any stockpiles on site (including both geotechnical classification and asbestos testing).
- Results of the testing/certification of site won material crushed and stockpiled on site.
- Location of live services protected during the works and details of disconnections and diversions including the undergrounding of the HV cable and drain serving Orchard Cottage.
- Location and status of unforeseen services on the site.
- Drawing showing surveyed site levels upon completion of the works.
- Details of ecological mitigation applied during the works.
- Details of Health and Safety measures applied during the works.
- Noise and dust control measures and monitoring results.
- Original copies of any additional asbestos surveys commissioned.
- Details of Warranties, for both Contractor, Sub-Contractors and Consultants.
- 4.35.2. To be included in the appendices:
 - Method Statements.
 - Site Waste Management Strategy.
 - MMP (if appropriate).
 - Health and Safety File.
 - Updated Construction Environmental Management Plan (CEMP).
- 4.35.3. The information outlined above are to be such that they can be readily understood by a third party and are to be submitted for review by the Project Manager.

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Figures:

Figure 1: Site Location Figure 2: Site Layout Figure 3: Drainage Strategy – Works to be undertaken by Contractor



Client: Council of Isle of Scilly

Site Location Plan

Scale: 1:10000@A4

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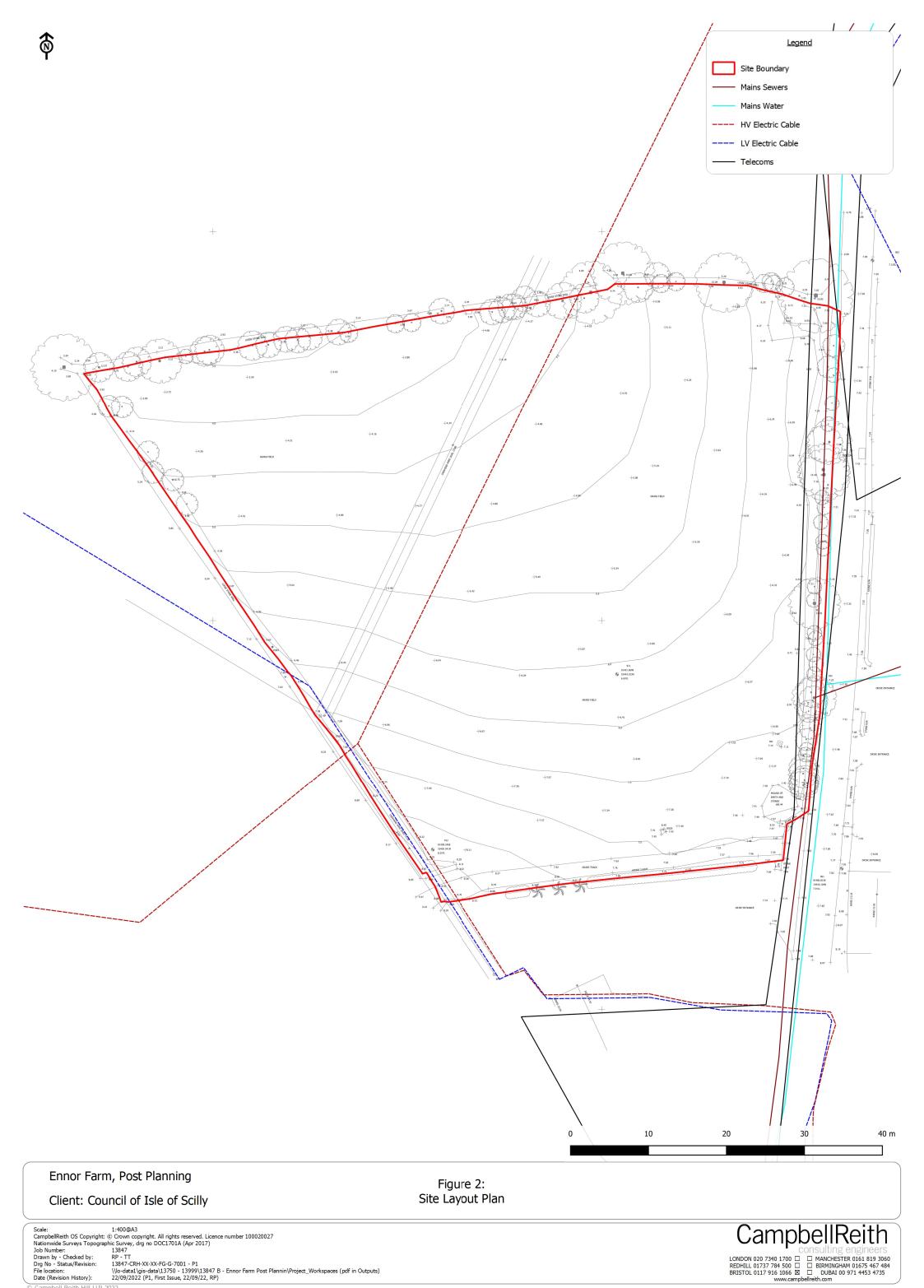
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CampbellReith









Ennor Farm, Post Planning

Client: Council of Isle of Scilly

Figure 3: **Enabling Contractors Works**

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CampbellReith Proposed Drainage Layout, drg no 13847-CRH-XX-XX-DR-C-5050 Rev P2 (Mar 2022)
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