



SPECIFICATION OF WORKS

for

PATH REPAIRS

at

Newport Pagnell, Buckinghamshire, MK16

for and on behalf of

Newport Pagnell Town Council

File Ref: 2099913

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SECTION 1

CONTRACT PARTICULARS & PRELIMINARIES

CS2 Limited

Newport Pagnell Paths

Preliminaries

24-03-2022

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A10

Project particulars

Clauses

110 The Project

1. Name: Newport Pagnell Paths
2. Nature:

Remedial repair works to footpaths
3. Location: Newport Pagnell, Buckinghamshire, MK16
4. Timescale for construction work: TBC

120 Employer (client)

1. Name: Newport Pagnell Town Council
2. Address: 80 High St, Newport Pagnell, MK16 8AQ
3. Contact: Alison Spink
4. Telephone: 01908 618756
5. Email: propertyclerk@newport-pagnell.org.uk

130 Principal contractor (CDM)

1. Name: TBC
2. Address: TBC
3. Contact: TBC
4. Telephone: TBC
5. Email: TBC

140 Architect/ contract administrator

1. Name: CS2 Limited
2. Address: Campbell Park Pavilion, 1300, Silbury Boulevard, Milton Keynes, MK9 4AD
3. Contact: Gary Viccars
4. Telephone: 01908 502 527
5. Email: garyviccars@cs2.co.uk

150 Principal designer

1. Name: CS2 Limited
2. Address: Campbell Park Pavilion, 1300 Silbury Boulevard, Milton Keynes, MK9 4AD
3. Contact: Luke Clifford
4. Telephone: 01908 502 527
5. Email: lukeclifford@cs2.co.uk

Ω End of Section

A11

Tender and contract documents

Clauses

110 Tender drawings

1. The tender drawings are: As stated in each section of Schedule of Works.

120 Contract drawings

1. The Contract Drawings: The same as the tender drawings.

160 Pre-construction information

1. **Format:** The pre-construction information is described in these Preliminaries in section A34. It refers to information given elsewhere in the Preliminaries and other tender documents.

Ω End of Section

A12 The site/ existing buildings

Clauses

110 The site

1. Description: Existing footpaths in the Newport Pagnell area.

120 Existing buildings on/ adjacent to the site

1. Description: N/A

200 Access to the site

1. Description: TBC with contractor
2. Limitations:
3. Access for inspections: Provide access at reasonable times for both on-site and off-site work.

210 Parking

1. Restrictions on parking of the Contractor's and employees' vehicles: TBC

220 Use of the site

1. General: Do not use the site for any purpose other than carrying out the Works.
2. Limitations:

230 Surrounding land/ building uses

1. General: Adjacent or nearby uses or activities are as follows:
 - 1.1. Public footpaths and green space.

240 Health and safety hazards

1. General: The nature and condition of the site/ building cannot be fully and certainly ascertained before it is opened up. However, the following hazards are or may be present:
 - 1.1.
2. Information: The accuracy and sufficiency of this information is not guaranteed. Ascertain if any additional information is required to ensure the safety of all persons and the works.
3. Site staff: Draw to the attention of all personnel working on the site the nature of any possible contamination and the need to take appropriate precautionary measures.

250 Site visit

1. Assessment: Ascertain the nature of the site, access thereto and all local conditions and restrictions likely to affect the execution of the Works.
2. Arrangements for visit: Via CS2

Ω End of Section

A13

Description of the work

Clauses

110 Preparatory work by others

1. Details: N/A
2. Timescale: N/A

120 The works

1. Description: The works are to entail but not exclusively;
 - Installation of new footpaths
 - Resurfacing of existing footpaths
 - Installation of tree protection

Ω End of Section

A20

JCT minor work building contract (MW)

Clauses

JCT minor works building contract

- The contract: JCT Minor Works Building Contract 2016 Edition.
- Requirement: Allow for the obligations, liabilities and services described.

The recitals

First - The Works and the Contract Administrator

- The work comprises: Repair and resurfacing works to footpaths.
- Architect/ Contract Administrator: See clause A10/140.

Second - Contract documents

- Contract drawings: As listed in clause A11/120.
- Contract documents: The following have been prepared which show and describe the work to be done: Work Schedules and Drawings.

Third - Priced documents

- Documents to be priced or provided by the Contractor: Work schedules

Articles

3 - Architect/ Contract Administrator

- Architect/ Contract Administrator: See clause A10/140.

4 and 5 - Principal Designer/ Principal Contractor

- Principal Designer: See clause A10/150.
- Principal Contractor: See clause A10/130.

Contract particulars

Fourth Recital and Schedule 2 - Base date

- Base date: TBC

Fourth Recital and clause 4.2 - Construction industry scheme (CIS)

- Employer at the Base Date is not a 'contractor' for the purposes of the CIS.

Fifth Recital - CDM Regulations

- The project is not notifiable.

Sixth Recital - Framework agreement

- Framework agreement: Does not apply
- Details
 - Date: N/A

- Title: N/A
- Parties: N/A

Seventh Recital and Schedule 3 - Supplemental provisions

- Collaborative working: Supplemental Provision 1 applies.
- Health and safety: Supplemental Provision 2 applies.
- Cost savings and value improvements: Supplemental Provision 3 applies.
- Sustainable development and environmental considerations: Supplemental Provision 4 applies.
- Performance indicators and monitoring: Supplemental Provision 5 applies.
- Notification and negotiation of disputes: Supplemental Provision 6 applies. Where Supplemental Provision 6 applies, the respective nominees of the parties are:
 - Employer's nominee: TBC
 - Contractor's nominee: TO BE COMPLETED BY CONTRACTOR
- Or such replacement as each party may notify to the other from time to time.

Article 7 - Arbitration

- Article 7 and Schedule 1 apply.

Clause 2.2 - Commencement and Completion

- Works commencement date: TBC
- Date for Completion: TBC

Clause 2.8 - Liquidated damages

- At the rate of 500 per calendar week or pro-rata thereto.

Clause 2.10 - Rectification period

- Period: Three months from the date of practical completion.

Clause 4.3 - Interim payments

- Interim Valuation Dates
 - The first Interim Valuation Date is: TBC
 - Thereafter at intervals of: 4 weeks
- Payments due prior to practical completion
 - Percentage of total value of the work etc.: 95 per cent
- Payments becoming due on or after practical completion
 - Percentage of the total amount to be paid: 97½ per cent

Clause 4.3 and 4.8 - Fluctuations provision

- The following fluctuations provision applies: No fluctuations provision applies
- Where Schedule 2 applies, the percentage addition (paragraph 13) is

Clause 4.8.1 - Supply of documentation for computation of amount to be finally certified

- Period: Three months from the date of practical completion.

Clause 5.3 - Contractor's Public Liability insurance - injury to persons or property

- The required level of cover for any one occurrence or series of occurrences arising out of one event
 - Not less than: £10,000,000

Clauses 5.4A, 5.4B and 5.4C - Insurance of the works, etc. - alternative provisions

- Clause 5.4B applies.
- Where clause 5.4A or 5.4B applies, percentage to cover professional fees: 15 per cent
- Where clause 5.4C applies, insurance arrangements - details of the required policy or policies:

Clause 7.2 - Adjudication

- The Adjudicator is: TBC
- Nominating body: Royal Institution of Chartered Surveyors

Schedule 1 paragraph 2.1 - Arbitration

- Appointor of Arbitrator (and of any replacement): President or a Vice president of the: The Royal Institution of Chartered Surveyors.

The conditions - No Amendments

Section 1: Definitions and Interpretation

1.4 - Reckoning periods of days

- Amendments: None

1.8 - Applicable law

- Amendments: None

Section 2: Carrying out the Works - No Amendments

Section 3: Control of the Works - No Amendments

Section 4: Payment - No Amendments

Section 5: Injury, Damage and Insurance - No Amendments

Section 6: Termination - No Amendments

Section 7: Settlement of Disputes - No Amendments

Execution

Execution

- The contract: Will be executed as a deed.

Contract guarantee bond - No Amendments

Ω End of Section

A30

Tendering/ subletting/ supply

Main contract tendering

110 Scope

1. **General:** These conditions are supplementary to those stated in the Invitation to Tender and on the form of tender.

145 Tendering procedure

1. **General:** In accordance with NBS Guide to Tendering for Construction Projects.
2. **Errors:** Alternative 2 is to apply.

160 Exclusions

1. **Inability to tender:** Immediately inform if any parts of the work as defined in the tender documents cannot be tendered.
2. **Relevant parts of the work:** Define those parts, stating reasons for the inability to tender.

170 Acceptance of tender

1. **Acceptance:** No guarantee is offered that any tender will be recommended for acceptance or be accepted, or that reasons for non acceptance will be given.
2. **Costs:** No liability is accepted for any cost incurred in the preparation of any tender.

190 Period of validity

1. **Period:** After submission or lodgement, keep tender open for consideration (unless previously withdrawn) for not less than 3 months.
2. **Date for possession/ commencement:** See section A20.

Pricing/ submission of documents

210 Preliminaries in the specification

1. The Preliminaries/ General conditions sections (A10-A56 inclusive) must not be relied on as complying with SMM7/ NRM2.

250 Priced documents

1. **Alterations:** Do not alter or qualify the priced documents without written consent. Tenders containing unauthorised alterations or qualifications may be rejected.
2. **Measurements:** Where not stated, ascertain from the drawings.
3. **Deemed included:** Costs relating to items, which are not priced, will be deemed to have been included elsewhere in the tender.
4. **Submit:** Within one week of request

310 Tender

1. **General:** Tenders must include for all work shown or described in the tender documents as a whole or clearly apparent as being necessary for the complete and proper execution of the Works.

510 Alternative method tenders

1. **General:** In addition to and at the same time as tendering for the Works as defined in the tender documents, alternative methods of construction/ installation may be submitted for consideration. Alternatives, which would involve significant changes to other work, may not be considered.
2. **Alternative tenders:** Such alternatives will be deemed to be alternative tenders and each must include a complete and precise statement of the effects on cost and programme.
3. **Safety method statement:** Carry out a health and safety risk assessment for each alternative and where appropriate provide a safety method statement suitable for incorporation in the Health and Safety Plan.
4. **Full technical data:** Submit for each alternative together with details of any consequential amendments to the design and/ or construction of other parts of the Works.
5. **Submit:** Within one week of request

515 Alternative time tenders

1. **General:** In addition to and at the same time as tendering based upon the date or period specified in section A20, an alternative tender based upon a different date for completion or period may be submitted.
2. **Date for completion:** If any such tender is accepted the date for completion inserted in the Contract will be the date stated in the alternative tender or determined from the period stated in the alternative tender.

530 Substitute products

1. **Details:** If products of different manufacture to those specified are proposed, submit details with the tender giving reasons for each proposed substitution. Substitutions, which have not been notified at tender stage, may not be considered.
2. **Compliance:** Substitutions accepted will be subject to the verification requirements of clause A31/200.

550 Health and safety information

1. **Content:** Describe the organization and resources to safeguard the health and safety of operatives, including those of subcontractors, and of any person whom the Works may affect.
2. **Include**
 - 2.1. A copy of the health and safety policy document, including risk assessment procedures.
 - 2.2. Accident and sickness records for the past five years.
 - 2.3. Records of previous Health and Safety Executive enforcement action.
 - 2.4. Records of training and training policy.
 - 2.5. The number and type of staff responsible for health and safety on this project with details of their qualifications and duties.
3. **Submit:** Within one week of request

570 Outline construction phase health and safety plan

1. **Content:** Submit the following information within one week of request:
 - 1.1. Method statements on how risks from hazards identified in the pre-construction information and other hazards identified by the contractor will be addressed.
 - 1.2. Details of the management structure and responsibilities.
 - 1.3. Arrangements for issuing health and safety directions.
 - 1.4. Procedures for informing other contractors and employees of health and safety hazards.
 - 1.5. Selection procedures for ensuring competency of other contractors, the self-employed and designers.

- 1.6. Procedures for communications between the project team, other contractors and site operatives.
- 1.7. Arrangements for cooperation and coordination between contractors.
- 1.8. Procedures for carrying out risk assessment and for managing and controlling the risk.
- 1.9. Emergency procedures including those for fire prevention and escape.
- 1.10. Arrangements for ensuring that all accidents, illness and dangerous occurrences are recorded.
- 1.11. Arrangements for welfare facilities.
- 1.12. Procedures for ensuring that all persons on site have received relevant health and safety information and training.
- 1.13. Arrangements for consulting with and taking the views of people on site.
- 1.14. Arrangements for preparing site rules and drawing them to the attention of those affected and ensuring their compliance.
- 1.15. Monitoring procedures to ensure compliance with site rules, selection and management procedures, health and safety standards and statutory requirements.
- 1.16. Review procedures to obtain feedback.

599 Freedom of Information Act

1. **Records:** Retain, make available for inspection and supply on request information reasonably required to allow response to requests made under the provisions of the Freedom of Information Act.
2. **Determination:** Submit requests received. Do not supply information to anyone other than the project participants without express written permission.
3. **Confidentiality:** Maintain at all times.

Subletting/ supply

645 'Listed' domestic subcontractors

1. **General:** Contract Documents provide that certain work must be carried out by a person of the Contractor's choice selected from a list of not less than three persons given therein.
2. **The selected person:** Will become a subcontractor as provided for in the Contract Condition for Subletting.
3. **Additions to lists**
 - 3.1. The Employer or Employer's representative may, but only with the consent of the Contractor which shall not be unreasonably withheld, add additional person(s) to the list at any time prior to the execution of a binding subcontract agreement.
 - 3.2. The Contractor may, but only with consent, which will not be unreasonably withheld, add additional persons to the list and must, if requested, submit (in an approved form) evidence of the suitability of such additional person(s). Wherever possible, submissions for addition of person(s) must be made, and consent obtained, before return of the tender. When any submission for addition of person(s) is made with the tender the consequences, if any, to the tender price compared to the use of the listed persons are to be made clear or the tender will be treated as qualified.
4. **Shortage of names:** If at any time prior to execution of a binding subcontract agreement less than three persons named in the list (including any persons added as provided above) are able and willing to carry out the relevant work, give notice without delay. The Employer will then forthwith add the names of other persons as provided above so that the list comprises not less than three such persons, or confirm that no names will be added. If the Employer fails to do either within one week of the Contractor's notification the Contractor, who may subcontract in accordance with the Contract, must carry out the work.
5. **Agreement:** Before the start of work to which the list relates enter into a binding subcontract agreement and confirm that this has been done, giving the name of the selected subcontractor.

Ω End of Section

A31

Provision, content and use of documents

Definitions and interpretations

110 Definitions

1. **Meaning:** Terms, derived terms and synonyms used in the preliminaries/ general conditions and specification are as stated here or in the appropriate referenced document.

120 Communication

1. **Definition:** Includes advise, inform, submit, give notice, instruct, agree, confirm, seek, provide or obtain information, consent or instructions, or make arrangements.
2. **Format:** In writing to the person named in clause A10/140 unless specified otherwise.
3. **Response:** Do not proceed until response has been received.

130 Products

1. **Definition:** Materials, both manufactured and naturally occurring, and goods, including components, equipment and accessories, intended for the permanent incorporation in the Works.
2. **Includes:** Goods, plant, materials, site materials and things for incorporation into the Works.

135 Site equipment

1. **Definition:** Apparatus, appliances, machinery, vehicles or things of whatsoever nature required in or about the construction for the execution and completion of the Works but not materials or other things intended to form or forming part of the Permanent Works.
2. **Includes:** Construction appliances, vehicles, consumables, tools, temporary works, scaffolding, cabins and other site facilities.
3. **Excludes:** Products and equipment or anything intended to form or forming part of the permanent works.

140 Drawings

1. **Definitions:** To BSRIA BG 6, 'A design framework for building services: Design activities and drawing definitions'.
2. **CAD data:** In accordance with ISO 19650.

145 Contractor's choice

1. **Meaning:** Selection delegated to the Contractor, but liability to remain with the specifier.

155 Submit proposals

1. **Meaning:** Submit information in response to specified requirements.

160 Terms used in specification

1. **Remove:** Disconnect, dismantle as necessary and take out the designated products or work and associated accessories, fixings, supports, linings and bedding materials. Dispose of unwanted materials. Excludes removal and disposal of associated pipework, wiring, ductwork or other services.
2. **Remediate:** Action or measures taken to lessen, clean up, remove or mitigate the existence of hazardous materials; in accordance with standards, or requirements as may be set out by statutes, rules, regulations or specification.
3. **Fix:** Receive, unload, handle, store, protect, place and fasten in position; dispose of waste and surplus packaging. To include all labour, materials and site equipment for that purpose.

4. **Supply and fix:** As above, but including supply of products, components or systems to be fixed, together with everything necessary for their fixing. All products, components or systems are to be supplied and fixed unless stated otherwise.
5. **Keep for reuse:** Do not damage designated products or work. Clean off bedding and jointing materials. Stack neatly, protect adequately and store until required by the employer/ purchaser, or until required for use in the works as instructed.
6. **Keep for recycling:** As 'keep for reuse', but relates to a naturally occurring material rather than a manufactured product.
7. **Make good:** Execute local remedial work to designated work. Make secure, sound and neat. Excludes redecoration and/ or replacement.
8. **Replace:** Supply and fix new products matching those removed. Execute work to match original new state of that removed.
9. **Repair:** Execute remedial work to restore something to its original working state. Make secure, sound and neat. Excludes redecoration and/ or replacement.
10. **Refix:** Fix removed products.
11. **Ease:** Adjust moving parts of designated products, or work to achieve free movement and good fit in open and closed positions.
12. **Match existing:** Provide products and work of the same appearance and features as the original, excluding ageing and weathering. Make joints between existing and new work as inconspicuous as possible.
13. **System:** Equipment, accessories, controls, supports and ancillary items (including installation) necessary for that section of the work to function.

170 Manufacturer and product reference

1. **Definition:** When used in this combination:
 - 1.1. **Manufacturer:** the person or legal entity under whose name or trademark the particular product, component or system is marketed
 - 1.2. **Product reference:** the proprietary brand name and/ or identifier by which the particular product, component or system is described.
2. **Currency:** References are to the particular product as specified in the manufacturer's technical literature current on the date of the invitation to tender.

200 Substitution of products

1. **Products:** If an alternative product to that specified is proposed, obtain approval before ordering the product.
2. **Reasons:** Submit reasons for the proposed substitution.
3. **Documentation:** Submit relevant information, including:
 - 3.1. manufacturer and product reference;
 - 3.2. cost;
 - 3.3. availability;
 - 3.4. relevant standards;
 - 3.5. performance;
 - 3.6. function;
 - 3.7. compatibility of accessories;
 - 3.8. proposed revisions to drawings and specification;
 - 3.9. compatibility with adjacent work;
 - 3.10. appearance;
 - 3.11. copy of warranty/ guarantee.
4. **Alterations to adjacent work:** If needed, advise scope, nature and cost.

5. **Manufacturers' guarantees:** If substitution is accepted, submit before ordering products.

210 Cross references

1. **Accuracy:** Check remainder of the annotation or item description against the terminology used in the section or clause referred to.
2. **Related terminology:** Where a numerical cross reference is not given, the relevant sections and clauses of the specification will apply.
3. **Relevant clauses:** Clauses in the referred to specification section dealing with general matters, ancillary products and execution also apply.
4. **Discrepancy or ambiguity:** Before proceeding, obtain clarification or instructions.

220 Referenced documents

1. **Conflicts:** Specification prevails over referenced documents.

230 Equivalent products

1. **Inadvertent omission:** Wherever products are specified by proprietary name the phrase 'or equivalent' is to be deemed included.

240 Substitution of standards

1. **Specification to British Standard or European Standard:** Substitution may be proposed complying with a grade or category within a national standard of another Member State of the European Community or an international standard recognised in the UK.
2. **Before ordering:** Submit notification of all such substitutions.
3. **Documentary evidence:** Submit for verification when requested as detailed in clause A31/200. Any submitted foreign language documents must be accompanied by certified translations into English.

250 Currency of documents and information

1. **Currency:** References to published documents are to the editions, including amendments and revisions, current on the date of the Invitation to Tender.

260 Sizes

1. **General dimensions:** Products are specified by their co-ordinating sizes.
2. **Timber:** Cross section dimensions shown on drawings are:
 - 2.1. Target sizes as defined in BS EN 336 for structural softwood and hardwood sections.
 - 2.2. Finished sizes for non-structural softwood or hardwood sawn and further processed sections.

Documents provided on behalf of the employer

410 Additional copies of drawings/ documents

1. **Additional copies:** Issued free of charge.

440 Dimensions

1. **Scaled dimensions:** Do not rely on.

450 Measured quantities

1. **Ordering products and constructing the Works:** The accuracy and sufficiency of the measured quantities is not guaranteed.
2. **Precedence:** The specification and drawings shall override the measured quantities.

460 The specification

1. Coordination: All sections must be read in conjunction with Main Contract Preliminaries/ General conditions.

Documents provided by contractor/ subcontractors/ suppliers

630 Technical literature

1. Information: Keep on site for reference by all supervisory personnel:
 - 1.1. Manufacturers' current literature relating to all products to be used in the Works.
 - 1.2. Relevant British, EN or ISO Standards.

Ω End of Section

A32 Management of the works

Generally

110 Supervision

1. **General:** Accept responsibility for coordination, supervision and administration of the Works, including subcontracts.
2. **Coordination:** Arrange and monitor a programme with each subcontractor, supplier, local authority and statutory undertaker, and obtain and supply information as necessary for coordination of the work.

115 Considerate Constructors Scheme

1. **Registration:** Before starting work, register the site and pay the appropriate fee.
2. **Contact**
 - 2.1. **Address:** Considerate Constructors Scheme Office, PO Box 75, Great Amwell, Ware, Hertfordshire, SG12 0YX.
 - 2.2. **Tel:** 01920 485959.
 - 2.3. **Fax:** 01920 485958.
 - 2.4. **Free phone:** 0800 7831423.
 - 2.5. **Web:** www.ccscheme.org.uk.
 - 2.6. **E mail:** enquiries@ccscheme.org.uk.
3. **Standard:** Comply with the scheme's Code of Considerate Practice.
 - 3.1. **Minimum compliance level:**

117 Constructing Better Health scheme

1. **Membership:** Register and submit evidence of registration.
2. **Contact**
 - 2.1. **Constructing Better Health, B&CE Building, Manor Royal, Crawley, West Sussex RH10 9QP.**
 - 2.2. **Tel:** 0845 873 7726
 - 2.3. **Email:** info@cbhscheme.co.uk
 - 2.4. **Website:** www.cbhscheme.co.uk

120 Insurance

1. **Documentary evidence:** Before starting work on site submit details, and/ or policies and receipts for the insurances required by the Conditions of Contract.

130 Insurance claims

1. **Notice:** If any event occurs which may give rise to any claim or proceeding in respect of loss or damage to the Works or injury or damage to persons or property arising out of the Works, immediately give notice to the employer/ client, the person administering the Contract on their behalf and the Insurers.
2. **Failure to notify:** Indemnify the employer/ client against any loss, which may be caused by failure to give such notice.

Programme/ progress

210 Programme

1. Master programme: Immediately when requested and before starting work on site submit in an approved form a master programme for the Works, which must include details of:
 - 1.1. Planning and mobilisation by the Contractor
 - 1.2. Subcontractor's work.
 - 1.3. Running in, adjustment, commissioning and testing of all engineering services and installations.
 - 1.4. Work resulting from instructions issued in regard to the expenditure of provisional sums.
 - 1.5. Work by others concurrent with the Contract.
2. Submit one copy.

245 Start of work on site

1. Notice: Before the proposed date for start of work on site give minimum notice of one week.

250 Monitoring

1. Progress: Record on a copy of the programme kept on site.
2. Avoiding delays: If any circumstances arise which may affect the progress of the Works submit proposals or take other action as appropriate to minimize any delay and to recover any lost time.
3. Key Performance Indicators
 - 3.1. Details: N/A
 - 3.2. Performance: Record progress against each KPI.
 - 3.3. Corrective action: If performance falls below target, submit proposals as soon as possible.

260 Site meetings

1. General: Site meetings will be held to review progress and other matters arising from administration of the Contract.
2. Frequency: Every two weeks
3. Location: Site
4. Accommodation: Ensure availability at the time of such meetings.
5. Attendees: Attend meetings and inform subcontractors and suppliers when their presence is required.
6. Chairperson (who will also take and distribute minutes): Contract Administrator

290 Notice of completion

1. Requirement: Give notice of the anticipated dates of completion of the whole or parts of the Works.
2. Associated works: Ensure necessary access, services and facilities are complete.
3. Period of notice (minimum): Two weeks

310 Extensions of time

1. Notice: When a notice of the cause of any delay or likely delay in the progress of the works is given under the contract, written notice must also be given of all other causes which apply concurrently.
2. Details: As soon as possible submit:
 - 2.1. Relevant particulars of the expected effects, if appropriate, related to the concurrent causes.

- 2.2. An estimate of the extent, if any, of the expected delay in the completion of the Works beyond the date for completion.
- 2.3. All other relevant information required.

Control of cost

420 Removal/ replacement of existing work

1. Extent and location: Agree before commencement.
2. Execution: Carry out in ways that minimize the extent of work.

430 Proposed instructions

1. Estimates: If a proposed instruction requests an estimate of cost, submit without delay and in any case within seven days.

440 Measurement

1. Covered work: Give notice before covering work required to be measured.

450 Daywork vouchers

1. Before commencing work: Give reasonable notice to person countersigning daywork vouchers.
2. Content: Before delivery each voucher must be:
 - 2.1. Referenced to the instruction under which the work is authorised.
 - 2.2. Signed by the Contractor's person in charge as evidence that the operatives' names, the time daily spent by each and the equipment and products employed are correct.
3. Submit: By the end of the week in which the work has been executed.

470 Products not incorporated into the Works

1. Ownership: At the time of each valuation, supply details of those products not incorporated into the Works which are subject to any reservation of title inconsistent with passing of property as required by the Conditions of Contract, together with their respective values.
2. Evidence: When requested, provide evidence of freedom of reservation of title.

Ω End of Section

A33

Quality standards/ control

Standards of products and executions

110 Incomplete documentation

1. **General:** Where and to the extent that products or work are not fully documented, they are to be:
 - 1.1. Of a kind and standard appropriate to the nature and character of that part of the Works where they will be used.
 - 1.2. Suitable for the purposes stated or reasonably to be inferred from the project documents.
2. **Contract documents:** Omissions or errors in description and/ or quantity shall not vitiate the Contract nor release the Contractor from any obligations or liabilities under the Contract.

120 Workmanship skills

1. **Operatives:** Appropriately skilled and experienced for the type and quality of work.
2. **Registration:** With Construction Skills Certification Scheme.
3. **Verification:** When requested, operatives must produce evidence of skills/ qualifications.

130 Quality of products

1. **Generally:** New. (Proposals for recycled products may be considered).
2. **Supply of each product:** From the same source or manufacturer.
3. **Whole quantity of each product required to complete the Works:** Consistent kind, size, quality and overall appearance.
4. **Tolerances:** Where critical, measure a sufficient quantity to determine compliance.
5. **Deterioration:** Prevent. Order in suitable quantities to a programme and use in appropriate sequence.

135 Quality of execution

1. **Generally:** Fix, apply, install or lay products securely, accurately, plumb, neatly and in alignment.
2. **Colour batching:** Do not use different colour batches where they can be seen together.
3. **Dimensions:** Check on-site dimensions.
4. **Finished work:** Without defects, e.g. not damaged, disfigured, dirty, faulty, or out of tolerance.
5. **Location and fixing of products:** Adjust joints open to view so they are even and regular.

140 Evidence of Compliance

1. **Proprietary products:** Retain on site evidence that the proprietary product specified has been supplied.
2. **Performance specification:** Submit evidence of compliance, including test reports indicating:
 - 2.1. Properties tested.
 - 2.2. Pass/ fail criteria.
 - 2.3. Test methods and procedures.
 - 2.4. Test results.
 - 2.5. Identity of testing agency.
 - 2.6. Test dates and times.
 - 2.7. Identities of witnesses.
 - 2.8. Analysis of results.

150 Inspections

1. **Products and executions:** Inspection or any other action must not be taken as approval unless confirmed in writing referring to:
 - 1.1. Date of inspection.
 - 1.2. Part of the work inspected.
 - 1.3. Respects or characteristics which are approved.
 - 1.4. Extent and purpose of the approval.
 - 1.5. Any associated conditions.

160 Related work

1. **Details:** Provide all trades with necessary details of related types of work. Before starting each new type or section of work ensure previous related work is:
 - 1.1. Appropriately complete.
 - 1.2. In accordance with the project documents.
 - 1.3. To a suitable standard.
 - 1.4. In a suitable condition to receive the new work.
2. **Preparatory work:** Ensure all necessary preparatory work has been carried out.

170 Manufacturer's recommendations/ instructions

1. **General:** Comply with manufacturer's printed recommendations and instructions current on the date of the Invitation to tender.
2. **Exceptions:** Submit details of changes to recommendations or instructions.
3. **Execution:** Use ancillary products and accessories supplied or recommended by main product manufacturer.
4. **Products:** Comply with limitations, recommendations and requirements of relevant valid certificates.

180 Water for the works

1. **Mains supply:** Clean and uncontaminated.
2. **Other:** Do not use until:
 - 2.1. Evidence of suitability is provided.
 - 2.2. Tested to BS EN 1008 if instructed.

Samples/ approvals

210 Samples

1. **Products or executions:** Comply with all other specification requirements and in respect of the stated or implied characteristics either:
 - 1.1. To an express approval.
 - 1.2. To match a sample expressly approved as a standard for the purpose.

220 Approval of products

1. **Submissions, samples, inspections and tests:** Undertake or arrange to suit the Works programme.
2. **Approval:** Relates to a sample of the product and not to the product as used in the Works. Do not confirm orders or use the product until approval of the sample has been obtained.
3. **Complying sample:** Retain in good, clean condition on site. Remove when no longer required.

230 Approval of execution

1. Submissions, samples, inspections and tests: Undertake or arrange to suit the Works programme.
2. Approval: Relates to the stated characteristics of the sample. (If approval of the finished work as a whole is required this is specified separately). Do not conceal, or proceed with affected work until compliance with requirements is confirmed.
3. Complying sample: Retain in good, clean condition on site. Remove when no longer required.

Accuracy/ setting out generally

320 Setting out

1. General: Submit details of methods and equipment to be used in setting out the Works.
2. Levels and dimensions: Check and record the results on a copy of drawings. Notify discrepancies and obtain instructions before proceeding.
3. Inform: When complete and before commencing construction.

330 Appearance and fit

1. Tolerances and dimensions: If likely to be critical to execution or difficult to achieve, as early as possible either:
 - 1.1. Submit proposals; or
 - 1.2. Arrange for inspection of appearance of relevant aspects of partially finished work.
2. General tolerances (maximum): To BS 5606, tables 1 and 2.

Services generally

410 Services regulations

1. New or existing services: Comply with the Byelaws or Regulations of the relevant Statutory Authority.

420 Water regulations/ byelaws notification

1. Requirements: Notify Water Undertaker of any work carried out to (or which affects) new or existing services and submit any required plans, diagrams and details.
2. Consent: Allow adequate time to receive Undertaker's consent before starting work. Inform immediately if consent is withheld or is granted subject to significant conditions.

430 Water regulations/ byelaws contractor's certificate

1. On completion of the work: Submit (copy where also required to the Water Undertaker) a certificate including:
 - 1.1. The address of the premises.
 - 1.2. A brief description of the new installation and/ or work carried out to an existing installation.
 - 1.3. The Contractor's name and address.
 - 1.4. A statement that the installation complies with the relevant Water Regulations or Byelaws.
 - 1.5. The name and signature of the individual responsible for checking compliance.
 - 1.6. The date on which the installation was checked.

435 Electrical installation certificate

1. Submit: When relevant electrical work is completed.
2. Original certificate: To be lodged in the Building Manual.

450 Mechanical and electrical services

1. **Final tests and commissioning:** Carry out so that services are in full working order at completion of the Works.
2. **Building Regulations notice:** Copy to be lodged in the Building Manual.

Supervision/ inspection/ defective work

525 Access

1. **Extent:** Provide at all reasonable times access to the Works and to other places of the Contractor or subcontractors where work is being prepared for the Contract.
2. **Designate:** Contract Administrator

540 Defects in existing work

1. **Undocumented defects:** When discovered, immediately give notice. Do not proceed with affected related work until response has been received.
2. **Documented remedial work:** Do not execute work which may:
 - 2.1. Hinder access to defective products or work; or
 - 2.2. Be rendered abortive by remedial work.

560 Tests and inspections

1. **Timing:** Agree and record dates and times of tests and inspections to enable all affected parties to be represented.
2. **Confirmation:** One working day prior to each such test or inspection. If sample or test is not ready, agree a new date and time.
3. **Records:** Submit a copy of test certificates and retain copies on site.

580 Continuity of thermal insulation

1. **Record and report:** Confirm that work to new, renovated or upgraded thermal elements has been carried out to conform to specification. Include:
 - 1.1. The address of the premises.
 - 1.2. The Contractor's name and address.
 - 1.3. The name, qualification and signature of the competent person responsible for checking compliance.
 - 1.4. The date on which the installation was checked.
2. **Submit:** Before completion of the Works.
3. **Copy:** To be lodged in the building manual.

Work at or after completion

710 Work before completion

1. **General:** Make good all damage consequent upon the Works.
2. **Temporary markings, coverings and protective wrappings:** Remove unless otherwise instructed.
3. **Cleaning:** Clean the Works thoroughly inside and out, including all accessible ducts and voids. Remove all splashes, deposits, efflorescence, rubbish and surplus materials.
4. **Cleaning materials and methods:** As recommended by manufacturers of products being cleaned, and must not damage or disfigure other materials or construction.
5. **COSHH dated data sheets:** Obtain for all materials used for cleaning and ensure they are used only as recommended by their manufacturers.

6. **Minor faults:** Touch up in newly painted work, carefully matching colour and brushing out edges. Repaint badly marked areas back to suitable breaks or junctions.
7. **Moving parts of new work:** Adjust, ease and lubricate as necessary to ensure easy and efficient operation, including doors, windows, drawers, ironmongery, appliances, valves and controls.

720 Security at completion

1. **General:** Leave the Works secure with, where appropriate, all accesses closed and locked.
2. **Keys:** Account for and adequately label all keys, and hand over together with an itemized schedule, retaining duplicate schedule signed as a receipt.

730 Making good defects

1. **Remedial work:** Arrange access with Contract Administrator.
2. **Rectification:** Give reasonable notice for access to the various parts of the Works.
3. **Completion:** Notify when remedial works have been completed.

Ω End of Section

A34

Security/ safety/ protection

Security, health and safety

120 Execution hazards

1. Common hazards: Not listed. Control by good management and site practice.
2. Significant hazards: The design of the project includes the following:
 - 2.1. Hazard: Working near water
 - 2.2. Precautions assumed: Necessary access arrangements
 - 2.3. Specification reference: N/A
 - 2.4. Drawing reference: N/A

130 Product hazards

1. Hazardous substances: Site personnel levels must not exceed occupational exposure standards and maximum exposure limits stated in the current version of HSE document EH40: 'Workplace Exposure Limits'.
2. Common hazards: Not listed. Control by good management and site practice.
3. Significant hazards: Specified construction materials include the following:
 - 3.1. Hazard: Chemicals
 - 3.2. Material: Paints and the like
 - 3.3. Specification reference: all

140 Construction phase health and safety plan

1. Submission: Present to the employer/ client no later than 1 week prior to commencement.
2. Confirmation: Do not start construction work until the employer has confirmed in writing that the construction phase health and safety plan includes the procedures and arrangements required by the CDM Regulations.
3. Content: Develop the plan from, and draw on, the outline construction phase health and safety plan, clause A30/570, and the pre-tender health and safety plan/ pre-construction information.

150 Security

1. Protection: Safeguard the site, the Works, products, materials, and any existing buildings affected by the Works from damage and theft.
2. Access: Take all reasonable precautions to prevent unauthorized access to the site, the Works and adjoining property.
3. Special requirements:

160 Stability

1. Responsibility: Maintain the stability and structural integrity of the works and adjacent structures during the contract.
2. Design loads: Obtain details, support as necessary and prevent overloading.

200 Mobile telephones and portable electronic equipment

1. Restrictions on use
 - 1.1. Not permitted on site working areas, except for site managers.

210 Safety provisions for site visits

1. **Safety:** Submit details in advance of safety provisions and procedures (including those relating to materials, which may be deleterious), which will require their compliance when visiting the site.
2. **Protective clothing and/ or equipment:** Provide and maintain on site for visitors to the-site.

Protect against the following

340 Pollution

1. **Prevention:** Protect the site, the works and the general environment (including the atmosphere, land, streams and waterways) against pollution.
2. **Contamination:** If pollution occurs, report immediately, including to the appropriate authorities, and provide relevant information.

350 Pesticides

1. **Use:** Not permitted.

360 Nuisance

1. **Duty:** Prevent nuisance from smoke, dust, rubbish, vermin and other causes.
2. **Surface water:** Prevent hazardous build-up on-site, in excavations and to surrounding areas and roads.

370 Asbestos containing materials

1. **Duty:** Report immediately any suspected materials discovered during execution of the works.
 - 1.1. Do not disturb.
 - 1.2. Agree methods for safe removal or encapsulation.

371 Dangerous or hazardous substances

1. **Duty:** Report immediately suspected materials discovered during execution of the works.
 - 1.1. Do not disturb.
 - 1.2. Agree methods for safe removal or remediation.

380 Fire prevention

1. **Duty:** Prevent personal injury or death, and damage to the Works or other property from fire.
2. **Standard:** Comply with Joint Code of Practice 'Fire Prevention on Construction Sites', published by Construction Industry Publications and The Fire Protection Association (The 'Joint Fire Code').

390 Smoking on-site

1. **Smoking on-site:** Not permitted.

400 Burning on-site

1. **Burning on-site:** Not permitted.

410 Moisture

1. **Wetness or dampness:** Prevent, where this may cause damage to the Works.
2. **Drying out:** Control humidity and the application of heat to prevent:
 - 2.1. Blistering and failure of adhesion.
 - 2.2. Damage due to trapped moisture.
 - 2.3. Excessive movement.

420 Infected timber/ Contaminated materials

1. **Removal:** Where instructed to remove material affected by fungal/ insect attack from the building, minimize the risk of infecting other parts of the building.
2. **Testing:** carry out and keep records of appropriate tests to demonstrate that hazards presented by concentrations of airborne particles, toxins and other microorganisms are within acceptable levels.

430 Waste

1. **Waste:** Includes rubbish, debris, spoil, containers and packaging, and surplus material requiring disposal.
2. **Requirement:** Minimize production and prevent accumulation of waste. Keep the site and works clean and tidy. Clean out voids and cavities in the construction before closing.
3. **Disposal:** Collect and store in suitable containers. Remove from site and dispose of in a safe and competent manner, as approved and directed by the waste regulation authority.
4. **Recyclable material:** Sort and dispose of at a materials recycling facility approved by the waste regulation authority.
5. **Documentation:** Retain on-site.

Protect the following

510 Existing services

1. **Confirmation:** Notify all service authorities, statutory undertakers and/ or adjacent owners of proposed works not less than one week before commencing site operations.
2. **Identification:** Before starting work, check and mark positions of utilities/ services. Where positions are not shown on drawings obtain relevant details from service authorities, statutory undertakers or other owners.
3. **Work adjacent to services**
 - 3.1. Comply with service authority's/ statutory undertaker's recommendations.
 - 3.2. **Adequately protect, and prevent damage to services:** Do not interfere with their operation without consent of service authorities/ statutory undertakers or other owners.
4. **Identifying services**
 - 4.1. **Below ground:** Use signboards, giving type and depth;
 - 4.2. **Overhead:** Use headroom markers.
5. **Damage to services:** If any results from execution of the Works:
 - 5.1. Immediately give notice and notify appropriate service authority/ statutory undertaker.
 - 5.2. Make arrangements for the work to be made good without delay to the satisfaction of service authority/ statutory undertaker or other owner as appropriate.
 - 5.3. Any measures taken to deal with an emergency will not affect the extent of the Contractor's liability.
6. **Marker tapes or protective covers:** Replace, if disturbed during site operations, to service authority's/ statutory undertakers recommendations.

520 Roads and footpaths

1. **Duty:** Maintain roads and footpaths within and adjacent to the site and keep clear of mud and debris.
2. **Damage caused by site traffic or otherwise consequent upon the Works:** Make good to the satisfaction of the Employer, Local Authority or other owner.

530 Existing topsoil/ subsoil

1. **Duty:** Prevent over compaction of existing topsoil and subsoil in those areas which may be damaged by construction traffic, parking of vehicles, temporary site accommodation or storage of materials and which will require reinstatement prior to completion of the Works.
2. **Protection:** Before starting work submit proposals for protective measures.

540 Retained trees/ shrubs/ grassed areas

1. **Protection:** Preserve and prevent damage, except those not required.
2. **Replacement:** Mature trees and shrubs if uprooted, destroyed, or damaged beyond reasonable chance of survival in their original shape, as a consequence of the Contractor's negligence, must be replaced with those of a similar type and age at the Contractor's expense.

550 Retained trees

1. **Protected area:** Unless agreed otherwise, do not:
 - 1.1. Dump spoil or rubbish, excavate or disturb topsoil, park vehicles or plant, store materials or place temporary accommodation within the root protection area.
 - 1.2. Sever roots exceeding 25 mm in diameter. If unintentionally severed, give notice and seek advice.
 - 1.3. Change level of ground within an area 3 m beyond branch spread.

555 Wildlife species and habitats

1. **General:** Safeguard the following:
2. **Protected habitats and species:** Upon discovery immediately advise. Do not proceed until instruction is received.
3. **Education:** Ensure that employees and visitors to the site receive suitable instruction and awareness training.

560 Existing features

1. **Protection:** Prevent damage to existing buildings, fences, gates, walls, roads, paved areas and other site features, which are to remain in position during execution of the Works.
2. **Special requirements:**

570 Existing work

1. **Protection:** Prevent damage to existing work, structures or other property during the course of the work.
2. **Removal:** Minimum amount necessary.
3. **Replacement work:** To match existing.

625 Adjoining property restrictions

1. **Precautions**
 - 1.1. Prevent trespass of workpeople and take precautions to prevent damage to adjoining property.
 - 1.2. Pay all charges.
 - 1.3. Remove and make good on completion or when directed.
2. **Damage:** Bear cost of repairing damage arising from execution of the Works.

630 Existing structures

1. **Duty:** Check proposed methods of work for effects on adjacent structures inside and outside the site boundary.

2. **Supports:** During execution of the Works:
 - 2.1. Provide and maintain all incidental shoring, strutting, needling and other supports as may be necessary to preserve stability of existing structures on the site or adjoining that may be endangered or affected by the Works.
 - 2.2. Do not remove until new work is strong enough to support existing structure.
 - 2.3. Prevent overstressing of completed work when removing supports.
3. **Adjacent structures:** Monitor and immediately report excessive movement.
4. **Standard:** Comply with BS 5975 and BS EN 12812.

640 Materials for recycling/ reuse

1. **Duty:** Sort and prevent damage to stated products or materials, clean off bedding and jointing materials and other contaminants.
2. **Storage:** Stack neatly and protect until required by the Employer or for use in the Works as instructed.

Ω End of Section

A35

Specific limitations on method/ sequence/ timing

Clauses

170 Working Hours

1. Specific limitations: 8am-5pm

Ω End of Section

A36

Facilities/ temporary work/ services

Generally

110 Spoil heaps, temporary works and services

1. **Location:** Give notice and details of intended siting.
2. **Maintenance:** Alter, adapt and move as necessary. Remove when no longer required and make good.

Accommodation

210 Room for meetings

1. **Facilities:** Provide suitable temporary accommodation for site meetings, adequately heated and lit. The room may be part of the Contractor's own site offices.
2. **Furniture and Equipment:** Provide table and chairs for 5 people.

230 Temporary accommodation

1. **Proposals for temporary accommodation and storage for the Works:** Submit two weeks prior to starting on site.
2. **Details to be included:** Type of accommodation and storage, its siting and the programme for site installation and removal.

Temporary works - No Amendments

Services and facilities

410 Lighting

1. **Finishing work and inspection:** Provide temporary lighting, the intensity and direction of which closely resembles that delivered by the permanent installation.

420 Lighting and power

1. **Supply:** TBC
 - 1.1. **Metering:** TBC
 - 1.2. **Point of supply:** TBC
 - 1.3. **Available capacity:** TBC
 - 1.4. **Frequency:** TBC
 - 1.5. **Phase:** TBC
 - 1.6. **Current:** TBC
2. **Continuity:** No responsibility will be accepted for the consequences of failure or restriction in supply.

430 Water

1. **Supply:** TBC
 - 1.1. **Metering:** TBC
 - 1.2. **Source:** TBC
 - 1.3. **Location of supply point:** TBC
 - 1.4. **Conditions/ Restrictions:** TBC

2. **Continuity:** No responsibility will be accepted for the consequences of failure or restriction in supply.

440 Telephones

1. **Direct communication:** As soon as practicable after the Date of Possession provide the Contractor's person in charge with a mobile telephone.

540 Meter readings

1. **Charges for service supplies:** Where to be apportioned ensure that:
 - 1.1. Meter readings are taken by relevant authority at possession and/ or completion as appropriate.
 - 1.2. Copies of readings are supplied to interested parties.

550 Thermometers

1. **General:** Provide on site and maintain in accurate condition a maximum and minimum thermometer for measuring atmospheric shade temperature, in an approved location.

570 Personal protective equipment

1. **General:** Provide for the sole use of other members of the project team, in sizes to be specified:
 - 1.1. Safety helmets to BS EN 397, neither damaged nor time expired. Number required:
 - 1.2. High visibility waistcoats to BS EN ISO 20471 Class 2. Number required: all operatives.
 - 1.3. Safety boots with steel insole and toecap to BS EN ISO 20345. Pairs required: all operatives
 - 1.4. Disposable respirators to BS EN 149.FFP1S.
 - 1.5. Eye protection to BS EN 166.
 - 1.6. Ear protection - muffs to BS EN 352-1, plugs to BS EN 352-2
 - 1.7. Hand protection - to BS EN 388, 407, 420 or 511, as appropriate.

Ω End of Section

A37

Operation/ maintenance of the finished works

Generally

110 The building manual

1. Responsibility: The Contractor
2. Content: Obtain and provide comprehensive information for owners and users of the completed Works. Include an overview of the main design principles and describe key components and systems within the finished Works, so affording a complete understanding of the Works, including all buildings and their systems to enable efficient and safe operation and maintenance.
3. Specific requirements: none
4. Format: digital
5. Number of copies: 3
6. Delivery to: Contract Administrator by (date) 1 month after pc.

115 The Health and Safety File

1. Responsibility: the contractor
2. Content: Obtain and provide the following information: TBC.
3. Format: Digital
4. Delivery to: Contract Administrator By (date): 1 month after PC.

155 Content of the building manual

1. General: Details of the property, the parties, fire safety strategy, operational requirements and constraints of a general nature.
2. Building fabric: Design criteria, maintenance details, product details, and environmental and trafficking conditions.
3. Building services: Description and operation of systems, diagrammatic drawings, record drawings, identification of services, product details, equipment settings, maintenance schedules, consumable items, spares and emergency procedures.
4. Documentation: Guarantees, warranties, maintenance agreements, test certificates and reports.

160 Presentation of building manual

1. Format: A4 size, plastics covered, loose leaf, four ring binders with hard covers, each indexed, divided and appropriately cover titled.
2. Selected drawings needed to illustrate or locate items mentioned in the Manual: Where larger than A4, to be folded and accommodated in the binders so that they may be unfolded without being detached from the rings.
3. As-built drawings: The main sets may form annexes to the Manual.

Ω End of Section

A40

Contractor's general cost items: management and staff

Clauses - No Amendments

Ω End of Section

A41

Contractor's general cost items: site accommodation

Clauses - No Amendments

Ω End of Section

A42

Contractor's general cost items: services and facilities

Clauses - No Amendments

Ω End of Section

A43

Contractor's general cost items: mechanical plant

Clauses - No Amendments

Ω End of Section

A44

Contractor's general cost items: temporary works

Clauses - No Amendments

Ω End of Section

A50
Work/ products by/ on behalf of the employer

Clauses - No Amendments

Ω End of Section

A53

Work by statutory authorities/ undertakers

Clauses - No Amendments

Ω End of Section

A54

Provisional work/ items

Clauses

110 Provisional sums for defined work

1. Item:
2. Description of work:
3. Provisional Sums: Include
4. Allow for general attendance.

210 Provisional sums for undefined work

1. Item:
2. Description of work:
3. Provisional Sums: Include
4. Allow for general attendance.

310 Provisional sums for work by specialist subcontractors

1. Item:
2. Description of work:
3. Provisional Sums: Include
4. Add for profit:%.
5. Allow for the following special attendance
 - 5.1.
6. Allow for general attendance.

520 Provisional sums not specifically for work – Building control prescribed inspection fee

1. Provisional sum: Include:

590 Contingencies

1. Provisional sum: Include:

Ω End of Section

A55 Dayworks

Clauses

150 Daywork Charges

1. General: Where an instruction is issued requiring a variation which is not of a similar character or executed under similar conditions to work included in the Contract and where work cannot properly be measured and valued, the Contractor shall be allowed payment on a daywork basis at the following rates:
2. RICS/ Construction Confederation: Prime cost of labour: The sum of £
- 2.1. Percentage adjustment to cover incidental costs, overheads and profit: TO BE COMPLETED BY CONTRACTOR%.
3. Prime cost of materials and goods: The sum of £
- 3.1. Percentage adjustment to cover incidental costs, overheads and profit: TO BE COMPLETED BY CONTRACTOR%.
4. Prime cost of plant: The sum of £
- 4.1. Percentage adjustment to cover incidental costs, overheads and profit: TO BE COMPLETED BY CONTRACTOR%.
5. RICS/ Electrical Contractors' Association: Prime cost of labour: The sum of £
- 5.1. Percentage adjustment to cover incidental costs, overheads and profit: TO BE COMPLETED BY CONTRACTOR%.
6. Prime cost of materials and goods: The sum of £
- 6.1. Percentage adjustment to cover incidental costs, overheads and profit: TO BE COMPLETED BY CONTRACTOR
7. Prime cost of plant: The sum of £
- 7.1. Percentage adjustment to cover incidental costs, overheads and profit: TO BE COMPLETED BY CONTRACTOR%.
8. RICS/ Electrical Contractors' Association of Scotland: Prime cost of labour: The sum of £
- 8.1. Percentage adjustment to cover incidental costs, overheads and profit: TO BE COMPLETED BY CONTRACTOR%.
9. Prime cost of materials and goods: The sum of £
- 9.1. Percentage adjustment to cover incidental costs, overheads and profit: TO BE COMPLETED BY CONTRACTOR%.
10. Prime cost of plant: The sum of £
- 10.1. Percentage adjustment to cover incidental costs, overheads and profit: TO BE COMPLETED BY CONTRACTOR%.
11. RICS/ Building Engineering Services Association: Prime cost of labour: The sum of £
- 11.1. Percentage adjustment to cover incidental costs, overheads and profit: TO BE COMPLETED BY CONTRACTOR%.
12. Prime cost of materials and goods: The sum of £
- 12.1. Percentage adjustment to cover incidental costs, overheads and profit: TO BE COMPLETED BY CONTRACTOR%.
13. Prime cost of plant: The sum of £
- 13.1. Percentage adjustment to cover incidental costs, overheads and profit: TO BE COMPLETED BY CONTRACTOR%.
14. RICS/ National Association of Plumbing, Heating and Mechanical Services contractors: Prime cost of labour: The Sum of £

- 14.1. Percentage adjustment to cover incidental costs, overheads and profit: TO BE COMPLETED BY CONTRACTOR%.
- 15. Prime cost of materials and goods: The Sum of £
- 15.1. Percentage adjustment to cover incidental costs, overheads and profit: TO BE COMPLETED BY CONTRACTOR%.
- 16. Prime cost of plant: The Sum of £
- 16.1. Percentage adjustment to cover incidental costs, overheads and profit: TO BE COMPLETED BY CONTRACTOR%.

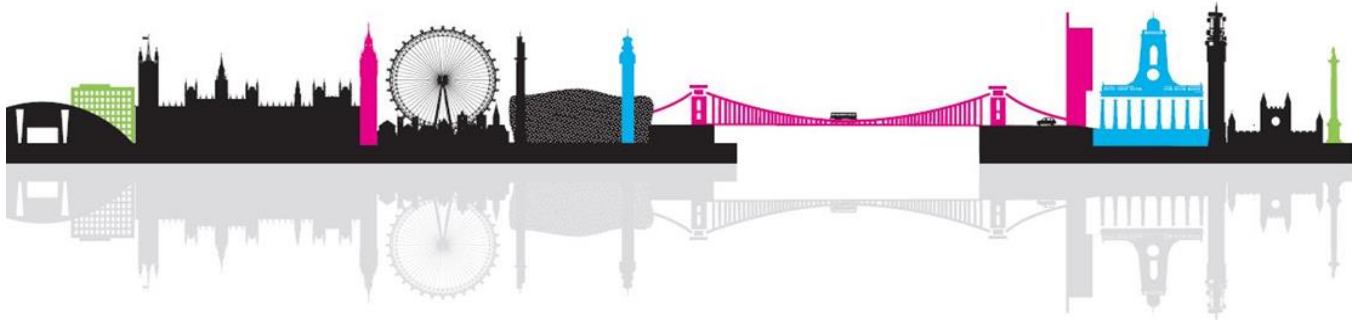
Ω End of Section



Specification created using NBS Chorus

SECTION 2
SCHEDULE OF WORK

Schedule of Works



prepared for and on behalf of
Newport Pagnell Town Council

for the premises known as
Newport Pagnell Footpaths

Prepared by: Luke Clifford
Checked by: Gary Viccars BSc (Hons) MRICS
Date: 18 March 2022
Our reference: 2099913/GV
Revision: -

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Preliminary Cost Plan

2099913/GV Newport Pagnell Footpaths



0.0 Preliminaries						£	-
Ref	Group Element	Qty	Units	Rate	Values		
0.1	Programme						
	The Contractor shall allow for completing the Works within the Contract period and to work to a programme that has been mutually agreed with the C.A. and Employer. The Contractor shall provide an outline programme in bar chart form once the Contract commencement date has been established and prior to commencing on site.						
0.2	Dimensions						
	The accuracy of dimensions scaled from drawings and sketches is not guaranteed.						
0.3	Existing Condition						
	prior to the Works commencing, the Contractor shall agree with the C.A. the existing condition of the property. The Contractor shall allow for undertaking a photographic survey of the area of the Works and forwarding a set of photographs to the C.A.						
0.4	Contractors Work Area						
	Prior to commencement of the Works, the Contractors work area and means of access shall be agreed with the C.A. and Employer. The Contractor will not be permitted to utilise any other areas unless specific approval is given in writing by the C.A.						
0.5	Water						
	The Contractor is to allow for making all arrangements where necessary, to supply clean and uncontaminated water for the Works.						
0.6	Lighting & Power						
	The Contractor is to allow for making all arrangements, where necessary, for a power supply.						
0.7	Messing & Welfare Facilities						
	The Contractor is to allow for making all arrangements for messing and welfare facilities and regular cleaning for his and the sub-contractors personnel.						
0.8	Good Practice						

Preliminary Cost Plan

2099913/GV Newport Pagnell Footpaths



0.0 Preliminaries		£ -			
Ref	Group Element	Qty	Units	Rate	Values
	All aspects of workmanship, materials and plant are to be of a standard appropriate to the Works and in accordance with good practice. They shall comply with the recommendations and quality requirements of the relevant British Standards and Codes of Practice current at the time of execution of the Works, except where varied by the specification or by specific agreement with the C.A.				
0.9	Noise				
	All compressors, percussion tools and vehicles are to be fitted with effective silencers of a type recommended by the manufacturer. Employees are not to be permitted to use radios or other audio equipment in ways or at times which may cause nuisance.				
0.10	Pollution				
	Take all reasonable precautions to prevent pollution of the site, the Works and the general environment.				
0.11	Fire				
	Take all necessary precautions to prevent personal injury, death, and damage to the Works or other property from fire. Burning on site of materials arising from the work will not be permitted.				
0.12	Nuisance				
	Take all necessary precautions to prevent nuisance from dust, rubbish and other causes.				
0.13	Safety				
	The Contractors attention is drawn to the requirements of the CDM Regulations 2015, and the Construction (Health, Safety and Welfare) Regulation 1996 as well as all other relevant regulations/statutes. The site shall be kept clean and tidy at all times. Excavations must be adequately shored and protected. Openings shall be securely fenced off and covered over between work times with special care being taken in the case of deep excavations. The regulations for the wearing of safety helmets are to be adhered to.				

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0.0 Preliminaries		£ -			
Ref	Group Element	Qty	Units	Rate	Values
	Cartridge tools shall only be used following written approval from the C.A., and shall only be operated by experienced and certificated personnel. The C.A. shall be at liberty to object to and require the Contractor to remove any person employed on the site who, in the opinion of the C.A., misconducts himself or fails to comply with provisions with regard to safety.				
0.14	Occupation and Security of Premises				
	Where the existing building will be occupied and/or used during the Contract, the Works shall be carried out without undue inconvenience and without danger to occupants and users.				
	The Contractor shall be responsible for ensuring that the safety and security of the property, including its contents, is not adversely affected by the Works.				
0.15	Protections				
	All types of work and all parts of the Works, including work carried out by others, are to be adequately protected throughout the Contract. Wherever work is of an especially vulnerable nature or is exposed to abnormal risks, special protection shall be provided to ensure that damage does not occur. The existing structure and items that do not form part of the Works shall also be adequately protected by the Contractor who will make good any damage at his own cost.				
0.16	Site Approaches				
	Approaches to the site including roads, drives and paths, shall be adequately maintained and kept clear of mud and debris.				
0.17	Existing Services				
	No guarantee is given as to the accuracy of any information provided concerning the presence and location of existing services. The Contractor shall be responsible for locating the position of any services or utilities within the working area and shall protect and maintain them throughout the Works. Should any damage occur, the Contractor shall expedite all remedial measures at his own cost.				
0.18	Defects in Existing Construction				

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0.0 Preliminaries					£	-
Ref	Group Element	Qty	Units	Rate	Values	
	Any defects in the existing construction are to be reported to the C.A. without delay in order that approval may be given to any measures that are required to be taken.					
0.19	Removal of Spoil/Surplus Materials and Final Cleaning					
	All surplus material, spoil and debris shall be removed from site, on a regular basis, to ensure that the site is maintained in a tidy condition. All affected areas are to be cleaned and left in a tidy condition upon completion.					
0.20	Surface and Ground Water					
	The Contractor shall allow for maintaining all excavations free of surface and/or ground water.					
0.21	Inspections					
	The Contractor shall, at all times, notify the C.A. in advance of his intentions with respect to the various elements of the Works.					
0.22	Site Reinstatement					
	Items that are removed/damaged prior to or during the Works, shall be properly reinstated to fully comply with current good practice. Materials shall be selected and work out so as to ensure a satisfactory match with existing.					
	Any damage to roads and footpaths caused by site traffic or otherwise must be reinstated to the satisfaction of the Local Authority or private owner. The existing pavement shall be cut back and replaced over a sufficient area so as to fully restore the pavements integrity and in such a manner so as to match existing.					
0.23	Building Regulation and other Statutory Notices					
	The Contractor shall be responsible for providing notices requesting inspection/approval of the works on site and such notices shall be served in good time.					
0.24	Access					
	Contractor to provide alternative access where required in agreement with client.					

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1.0 Materials & Workmanship		£ -			
Ref	Group Element	Qty	Units	Rate	Values
1.1	Demolition				
	Demolition to be carried out in such a manner and at such times as to cause as little inconvenience as possible to either adjoining owners, occupiers, the public or the Employers. Rubbish is to be sprinkled with water to minimise risk of dust arising and suitable protective measures are to be taken where necessary. All reasonable precautions are to be taken to avoid unnecessary noise and vibrations. The Contractor will follow the recommendations of the British Standard Code of Practice for Noise Control on Construction and Open Sited, BS 5228, Part 1 and Part 2, incorporating any amendments.				
	The Contractor is to carry out the works of demolition and site clearance in accordance with the recommendations of the British Standard Code of Practice for Demolition, BS 6187, incorporating any amendments.				
	The Contractor is to comply with all relevant Acts, By-laws, Regulations, Instruments and Codes of Practice relating to demolition and the consequential works, and all other relevant requirements.				
	All demolition is to be carried out without damage to adjoining properties and if such damage occurs in the carrying out of the works due to the Contractors negligence the Contractor shall make good at his own expense.				
1.2	Excavation				
	Excavation and demolition to be carried out to the profiles and levels as shown on the drawings provided.				
	Excess material to be carried off site.				

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1.0 Materials & Workmanship					£	-
Ref	Group Element	Qty	Units	Rate	Values	
	Erect, alter as necessary and subsequently remove all temporary supports, which are required to:- (1) Secure and maintain the profiles of any existing building and excavation work without further movement (2) Ensure the safety of personnel (3) Protect from movement or damage any existing structures and services.					
	The excavation is to be kept free of water at all times.					
	Consolidate properly and obtain approval to all bottoms of excavations.					
	Bottoms of excavations to be covered with a minimum of 50mm Ordinary Portland Cement (prescribe mix) in accordance with BS 8110 : Part 1 : 1985.					
1.3	Concrete					
	All concrete unless noted otherwise on drawings provided to be Grade C35 concrete (prescribe mix) in accordance with BS 8110 : Part 1 : 1985.					
	Cement : Ordinary Portland Cement to BS 12					
	Aggregates to BS 882.					
	Water used to be clean and uncontaminated.					
1.4	Reinforcement					
	Hot rolled yield steel bars (Grade 460) to BS 4449.					
	Mesh reinforcement to BS 4482 and BS 4483 (Grade 460).					
	Reinforcement to be clean and free from all paint, loose mill scale, loose rust, dirt, oil and grease at the time of placing.					
1.5	Formwork & Concreting					
	Provide all formwork necessary to produce the required dimensions and finishes.					
	Ensure safe removal of formwork.					

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1.0 Materials & Workmanship					£	-
Ref	Group Element	Qty	Units	Rate	Values	
	Formwork surfaces in contact with concrete to be clean and well wetted.					
	Construction joints : lightly roughen entire face to expose course aggregate.					
	Thoroughly wire brush to remove all loose material. Faces to be clean and damp before fresh concrete is poured against them.					
	Concrete should not be placed with an initial temperature of less than 5°C nor should concrete be placed against frozen or frost covered surfaces. Concrete to be compacted thoroughly around reinforcement and into corners of formwork.					
	Keep all completed surfaces covered for no less than three days.					
	Carried to Cast Collection					
			M & W/3			
	Strike formwork without causing damage to concrete.					
1.6	Filling					
	Obtain approval to all filling materials selected from excavation.					
	Spread filling soil in layers not exceeding 150mm thick. Compact and consolidate each layer before spreading next.					
	DO NOT use frozen material.					
	No topsoil is to be used in filling.					
	REINSTATEMENT					
	All external works, footpaths and vegetation, finishes etc., to be reinstated on completion of the works.					
1.7	WOODWORK & MATERIALS					

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1.0 Materials & Workmanship					£	-
Ref	Group Element	Qty	Units	Rate	Values	
	Full details of the timber to be used shall be submitted to the Engineer. The quality for any purpose shall be approved before any timber is delivered to site. All timber and joinery shall be stored on site under cover, clear of the ground and protected against dampness.					
1.8	Softwood					
	The softwood timber shall be class C16 to BS 5268, free from evidence of live insect attack and with the grain sloping no more than 1 in 6.					
	Sawn timbers must generally be of the dimensions stated, but occasional slight variations in accordance with BS 4471, Part 1, will be permitted.					
	(a) Sapwood, including discoloured sapwood, will not be permitted.					
	(b) Checks and shakes on the surface not permitted.					
	(c) Timber plugs or inserts to repair faults not permitted					
1.9	Moisture Content					
	All sawn softwood shall be air seasoned and if necessary kiln dried to ensure that the moisture content does not exceed 22% of dry weight at the time of erection. (Reduces to 18% for works in existing buildings).					
1.10	Ironmongery					
	Nails shall comply with BS 1202.					
	Screws shall comply with BS 1210.					
	Bolts shall comply with BS 4190, fixing accessories with BS 1494.					
	Timber connectors shall comply with BS 1579.					
1.11	Woodwork Workmanship					

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2.0 Schedule of Works Burgess Gardens						£	-
Ref	Group Element	Qty	Units	Rate	Values		
2.1	General						
	All materials and workmanship is to be in accordance with British Standards, Building Regulations, BBA Agreement Certificates and Local Authority requirements.						
	The Contractor is to price for each item which follows and the prices shall be fully inclusive of "preliminaries" insurances and other "on costs", all incidental and associated work including all operations necessary to complete the works whether specifically itemised or not and for all necessary making good, whether mentioned or not.						
	Provisional sums mentioned will be firmed once the extent of the works are known and will not be replaced by daywork rates.						
	Contingency sums will be allowed for by the CA and will be used wholly or in part at the discretion of the Engineer, in writing, for unforeseen works only.						
	The prices noted shall form the basis for adjustment and variation if required.						
2.2	Schedule of Works						
2.1	<i>Burgess Gardens - Refer to drawings 01,02,03,04,06,07 and 200</i>						
2.2	Allow for demolition of approximately 455m and 35m of hoggin/gravel path and tarmac path respectively (width subject to variance TBC on site - assume max 1.5m).						
2.3	Install new footpath in accordance with drawing 200 'new asphalt/tarmac footway detail' with timber edging in accordance with 'timber edging detail' for approximately 490m (in areas where previous footpath has been demolished).						
2.4	Resurface footpath where required, affected area where extents of damage vary across approximately 125m length, damage extent TBC by contractors/others.						

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Ref	Group Element	Qty	Units	Rate	Values
2.0	Schedule of Works Burgess Gardens			£	-
2.5	Allow for installation of tree protection for approximately 400m where shown on relevant drawings in conjunction with reinstatement and resurfacing works.				

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3.0 Schedule of Works Ousebank Gardens		£ -			
Ref	Group Element	Qty	Units	Rate	Values
3.1	General				
	All materials and workmanship is to be in accordance with British Standards, Building Regulations, BBA Agreement Certificates and Local Authority requirements.				
	The Contractor is to price for each item which follows and the prices shall be fully inclusive of "preliminaries" insurances and other "on costs", all incidental and associated work including all operations necessary to complete the works whether specifically itemised or not and for all necessary making good, whether mentioned or not.				
	Provisional sums mentioned will be firmed once the extent of the works are known and will not be replaced by daywork rates.				
	Contingency sums will be allowed for by the CA and will be used wholly or in part at the discretion of the Engineer, in writing, for unforeseen works only.				
	The prices noted shall form the basis for adjustment and variation if required.				
3.2	Schedule of Works				
3.1	<i>Ousebank Gardens - Refer to drawings 21,22,23 AND 24</i>				
3.2	Resurface footpath where required, affected area where extents of damage vary approximately 5m, damage extent TBC by contractors/others.				

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4.0 Schedule of Works Riverside Meadow					£	-
Ref	Group Element	Qty	Units	Rate	Values	
4.1	General					
	All materials and workmanship is to be in accordance with British Standards, Building Regulations, BBA Agreement Certificates and Local Authority requirements.					
	The Contractor is to price for each item which follows and the prices shall be fully inclusive of "preliminaries" insurances and other "on costs", all incidental and associated work including all operations necessary to complete the works whether specifically itemised or not and for all necessary making good, whether mentioned or not.					
	Provisional sums mentioned will be firmed once the extent of the works are known and will not be replaced by daywork rates.					
	Contingency sums will be allowed for by the CA and will be used wholly or in part at the discretion of the Engineer, in writing, for unforeseen works only.					
	The prices noted shall form the basis for adjustment and variation if required.					
4.2	Schedule of Works					
4.3	Riverside Meadow - Refer to drawings 30,31,32,33,34,35,36,37,38,90,91 and 200					
4.4	Allow for demolition of approximately 690m x (width subject to variance TBC on site - assume max 1.5m)					
4.5	Install new footpath in accordance with drawing 200 'new asphalt/tarmac footway detail' with timber edging in accordance with 'timber edging detail' for approximately 690m.					
4.6	Entire steel ramp to be cleaned with pressure washer (allow for 25m length)					
4.7	Entire steel ramp footway to be coated with anti slip paint to prevent slipping.					
4.8	Allow for installation of tree protection for approximately 80m where shown on relevant drawings in conjunction with reinstatement and resurfacing works.					

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Ref	Group Element	Qty	Units	Rate	Values
4.0	Schedule of Works Riverside Meadow			£	-

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5.0 Schedule of Works Lakes Lane					£	-
Ref	Group Element	Qty	Units	Rate	Values	
5.1	General					
	All materials and workmanship is to be in accordance with British Standards, Building Regulations, BBA Agreement Certificates and Local Authority requirements.					
	The Contractor is to price for each item which follows and the prices shall be fully inclusive of "preliminaries" insurances and other "on costs", all incidental and associated work including all operations necessary to complete the works whether specifically itemised or not and for all necessary making good, whether mentioned or not.					
	Provisional sums mentioned will be firmed once the extent of the works are known and will not be replaced by daywork rates.					
	Contingency sums will be allowed for by the CA and will be used wholly or in part at the discretion of the Engineer, in writing, for unforeseen works only.					
	The prices noted shall form the basis for adjustment and variation if required.					
5.2	Schedule of Works					
5.3	Lakes Lane - Refer to drawings 40,41,42,43,43,44,45,46,47,48 and 200					
5.4	Allow for demolition of approximately 610m x (width subject to variance TBC on site - assume max 1.5m)					
5.5	Install new footpath in accordance with drawing 200 'New asphalt/tarmac footway detail' with timber edging in accordance with 'timber edging detail' for approximately 610m x (width subject to variance TBC on site)					
5.6	Resurface footpath where required, affected area where extents of damage vary approximately 315m, damage extent TBC by contractors/others.					
5.7	Allow for installation of tree protection for approximately 200m where shown on relevant drawings in conjunction with reinstatement and resurfacing works.					

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6.0 Schedule of Works Kingfisher Park					£	-
Ref	Group Element	Qty	Units	Rate	Values	
6.1	General					
	All materials and workmanship is to be in accordance with British Standards, Building Regulations, BBA Agreement Certificates and Local Authority requirements.					
	The Contractor is to price for each item which follows and the prices shall be fully inclusive of "preliminaries" insurances and other "on costs", all incidental and associated work including all operations necessary to complete the works whether specifically itemised or not and for all necessary making good, whether mentioned or not.					
	Provisional sums mentioned will be firmed once the extent of the works are known and will not be replaced by daywork rates.					
	Contingency sums will be allowed for by the CA and will be used wholly or in part at the discretion of the Engineer, in writing, for unforeseen works only.					
	The prices noted shall form the basis for adjustment and variation if required.					
6.2	Schedule of Works					
6.3	<i>Kingfisher Park - Refer to drawings 50,51,52,53,54 and 200</i>					
6.4	Resurface footpath where required, affected area where extents of damage vary across approximately 400m length, damage extent TBC by contractors/others.					
6.5	Allow for installation of tree protection for approximately 80m where shown on relevant drawings in conjunction with reinstatement and resurfacing works.					

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7.0 External Works		£ -			
Ref	Group Element	Qty	Units	Rate	Values
7.1	General				
	All materials and workmanship is to be in accordance with British Standards, Building Regulations, BBA Agreement Certificates and Local Authority requirements.				
	The Contractor is to price for each item which follows and the prices shall be fully inclusive of "preliminaries" insurances and other "on costs", all incidental and associated work including all operations necessary to complete the works whether specifically itemised or not and for all necessary making good, whether mentioned or not.				
	Provisional sums mentioned will be firmed once the extent of the works are known and will not be replaced by daywork rates.				
	Contingency sums will be allowed for by the CA and will be used wholly or in part at the discretion of the Engineer, in writing, for unforeseen works only.				
	The prices noted shall form the basis for adjustment and variation if required.				
7.2	Schedule of Works				
7.3	Castle Meadow - Refer to drawings 60,61,62,63,64,65,66,80,81 and 200				
7.4	Allow for demolition of approximately 460m and 45m of hoggin/gravel path and gravel/hoggin (where concrete spalling present) path respectively (width subject to variance TBC on site - assume max 1.5m).				
7.5	Install new footpath in accordance with drawing 200 'new asphalt/tarmac footway detail' with timber edging in accordance with 'timber edging detail' for approximately 505m (in areas where previous footpath has been demolished).				
7.6	Resurface footpath where required, affected area where extents of damage vary across approximately 105m length, damage extent TBC by contractors/others.				

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7.0 External Works						£	-
Ref	Group Element	Qty	Units	Rate	Values		
7.7	Existing timber decking to be cleaned and previous worn finish to entire bridge to be removed (allow for 50m)						
7.8	Provide non-slip decking strips or alternative surfacing where previous finish removed (TBC by client)						
7.9	Allow for installation of tree protection for approximately 160m where shown on relevant drawings in conjunction with reinstatement and resurfacing works.						

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Cost Breakdown

Ref	Group Element			Cost
0.0				£0.00
1.0				£0.00
2.0				£0.00
3.0				£0.00
4.0				£0.00
5.0				£0.00
6.0				£0.00
7.0				£0.00
	Sub-total			£0
8	Contingency			
	Contingency	10.00 %		£0
Estimated Project Total (excl VAT) <small>(see note 2)</small>				£0
Estimated Project Total (incl VAT) <small>(see note 2)</small>				£0

1 Base date of cost plan: 4Q2021

2 Value Added Tax (VAT) in relation to buildings is a complex area. Therefore it is recommended that VAT be excluded from order of

3 To be read in conjunction with Inclusions, Exclusions and Assumptions.

SECTION 3

H&S PRE-CONSTRUCTION INFORMATION (CDM)



PRE-CONSTRUCTION INFORMATION PACK

in respect of

Path Repairs

Various Locations Newport Pagnell

MK16 8AQ

Our Ref: 2099913/GV

Date: October 2021

Prepared By:

CS2 Limited
Campbell Park Pavilion
1300 Silbury Boulevard
Milton Keynes
Tel: 01908 502527

PRE-CONSTRUCTION INFORMATION PACK

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1.0 INTRODUCTION

1.1 Generally

The current Construction (Design & Management) Regulations came into force on 6th April 2015. The Regulations are concerned with projects. "Project" means a scheme which includes, or is intended to include, construction work. Health and safety management must now be considered at the planning and design stage of all construction work with the exception of the smallest projects. Even these exempted projects are still subject to Health and Safety Legislation. The Regulations provide details of how the various parties to a project are required to contribute to health and safety management.

Contractor is to comply with all Landlords rules and regulations as outlined in the attached documents.

This Pre-Construction Information Pack consists of:

Section 1	Introduction
Section 2	Description of the Project
Section 3	Client Considerations and Management Requirements
Section 4	Environmental Restrictions and Existing On-Site Risks
Section 5	Significant Design and Construction Hazards
Section 6	Health and Safety File Details

Appendix 1	Site Location Plans
Appendix 2	Notification of Project to HSE (Form10)
Appendix 3	Designer's Risk Assessments
Appendix 4	Emergency Location Plan
Appendix 5	Contractor's Health and Safety Enquiry Form

1.2 Definitions

1.2.1 The Client

The Client is defined as a person for whom a project is carried out. The Client has an obligation to appoint a CDM Principal Designer and Principal Contractor. The Client has to be satisfied that the persons appointed are competent and that they have allocated, or will allocate, adequate resources to enable them to perform their function and comply with the requirements of the Regulations.

1.2.2 The CDM Principal Designer

The CDM Principal Designer is required to ensure that the design of any structure comprised in the project includes design considerations adequate to avoid foreseeable risks in the health and safety of any person carrying out the construction work or cleaning work in or on the structure. He is also required to ensure that the design includes adequate information about any aspect of the project or structure or materials which might affect the health or safety of any persons at work carrying out the construction work or cleaning work of or in the structure. The CDM Principal Designer is required to give adequate advice to the Client to enable him to comply with the conditions relating to the appointment of a Contractor and to ensure that the construction phase does not start until a Pre-Construction Information Pack has been prepared. The CDM Principal Designer is also required to give advice to the Client concerning the appointment of other Designers

and a Principal Contractor. The CDM Principal Designer must also prepare, review, amend and maintain a Health and Safety File which is returned to the Client on completion of the construction work. It is the Client's responsibility to ensure that the role is filled at all times until the end of the construction phase. A CDM Principal Designer position can be terminated by the Client, but the Client has to ensure that someone is appointed in his place.

1.2.3 The Principal Contractor

The Principal Contractor is responsible to ensure co-operation between all Contractors working on the site, to enable all Contractors to comply with the requirements and prohibitions imposed under the relevant statutory provisions relating to construction work. He has to ensure that every Contractor and every employee at work in connection with the project complies with any rules contained in the Health and Safety Plan. He must make sure that only authorised persons are allowed into any area where construction work is being carried out. In practice the Principal Contractor will take over and develop the Health and Safety Plan and co-ordinate the activities of other Sub-Contractors working on the construction site.

1.2.4 Other Contractors

Other Contractors or Sub-Contractors are required to co-operate with the Principal Contractor so far as it is necessary to enable each of them to comply with their duties under the relevant statutory provision. This includes complying with directions given by the Principal Contractor to enable the work to be carried out in accordance with Health and Safety Regulations. Contractors and Sub-Contractors must provide information to the Principal Contractor to enable him and the CDM Principal Designer to comply with the Regulations.

1.2.5 The Health and Safety File

On completion of the construction of a project the CDM Principal Designer is required to deliver the Health and Safety File to the Client. The Health and Safety File will be made available to other Designers, Principal Contractors, Contractors and CDM Principal Designers who are responsible for later construction work associated with the project or its maintenance, repair, renovation or demolition. The Principal Contractor must pass on all relevant information promptly to the CDM Principal Designer to compile the Health and Safety file.

1.3 Summary of Tasks

1.3.1 Client's Tasks

- Provide information for the Pre-construction information pack.
- Ensure Pre-construction information pack forms part of the tender documents.
- Appoint the CDM Principal Designer, ensuring competence and provision of adequate resources.
- Appoint other Designers ensuring competence and adequate resourcing, seeking the advice of the CDM Principal Designer if required.
- Check that the CDM Principal Designer has notified the Executive of the project.
- Appoint the Principal Contractor, ensuring adequate competence and resourcing, seeking advice of the CDM Principal Designer if required.

- Check that the Health and Safety Plan is prepared, reviewed, or updated ready for handover at the end of construction work.
- Upon completion receive the Health and Safety file from CDM Principal Designer and pass to any future maintenance and/or construction workers.

1.3.2 CDM Principal Designer's Tasks

- Inform client of his duties.
- Ensure he has received formal written notification from the Client of his appointment.
- Give notice to Health and Safety Executive of the project.
- Ensure he has an agreed line of communication with the Client.
- Allocate adequate time and resources to the project.
- Advise on competence and resources of Designers and Contractors.
- Ensure safety considerations are incorporated in the design process.
- Make sure the Designer considers Health and Safety issues.
- Ensure that information on hazards and risks is incorporated in a Health and Safety Plan and if appropriate in the Health and Safety File.
- Prepare Pre-Construction Information Pack and submit to Principal Contractor.
- Prepare and update Health and Safety File.
- Deliver Health and Safety File on completion to Client.
- Ensure that Principal Contractor and Contractors have systems to manage Health and Safety in their works procedures.
- Advise client of the adequacy of the Principal Contractors Construction Phase Health and Safety Plan.
- The CDM Principal Designer does not have any responsibilities to monitor the activities of the Principal Contractor and his Contractors.
- Ensure that any structure designed for use as a workplace has been designed so as to comply with the provisions of the Workplace (Health, Safety and Welfare) Regulations 1992.

1.3.3 Designer's Tasks

- Take reasonable steps to ensure that the Client is aware of his duties under the Regulations.
- Identify hazards and risks inherent in the design and provide information to CDM Principal Designer and ensure all information relating to the design is promptly provided.
- Co-operate with the CDM Principal Designer, Principal Contractor and other Designers.
- Provide information to CDM Principal Designer for the Health and Safety file.

1.3.4 Principal Contractor's Tasks

- Be satisfied that the client is aware of his duties.
- Consider any temporary works which may be required and liaise with CDM Principal Designer and Designer to ensure that such works can be incorporated into the project with due regard to Health and Safety.
- Consider the Pre-Construction Information Pack when compiling tender.
- Do not commence works until satisfied that suitable and adequate welfare facilities are available.

- Ensure that the CDM Principal Designer has notified the Executive of his appointment.
- Ensure he has an agreed line of communication to the Client and CDM Principal Designer.
- Take on responsibility for the Health and Safety Plan.
- Develop Health and Safety Plan to include management of work on site conducting necessary risk assessments.
- Provide a copy of the Health and Safety Plan to the Client and receive written confirmation that the construction phase can start.
- Supply a copy of the Health and Safety Plan to every Sub-Contractor.
- Enlist the co-operation of all Sub-Contractors to ensure they all fulfil the requirements of the Health and Safety Plan.
- Supply necessary information to the CDM Principal Designer for the Health and Safety File.
- Obtain the CDM Principal Designer's agreement to any changes made to the Health and Safety Plan due to design changes.
- Instruct other Sub-Contractors as necessary to ensure compliance with the Health and Safety Plan.
- Provide information to Sub-Contractors on Health and Safety risks.
- Ensure employees and Sub-Contractors' employees are provided with Health and Safety information and training.
- Prevent unauthorised site access.
- Ensure that a notice given under Regulation 7 is displayed in a prominent position on the site.
- Continue to plan, manage and monitor construction work in a way which ensures it is carried out without risks to Health and Safety.

1.3.5 Sub-Contractor's Tasks

- Co-operate with Principal Contractor to meet the Regulations.
- Meet the requirements of the Health and Safety Plan.
- Provide the Principal Contractor with a risk assessment or other information which may affect the Health and Safety Plan.

2.0 DESCRIPTION OF THE PROJECT

2.1 Names of the Relevant Parties/Consultants

<p>Client/Employer:</p> <p>Newport Pagnell Town Council</p> <p>80 High St, Newport Pagnell MK16 8AQ</p> <p>Tel: 01908 618756 Email: propertyclerk@newport-pagnell.org.uk</p> <p>Contact: Alison Spink</p>	<p>Contract Administrator:</p> <p>CS2 Limited</p> <p>Campbell Park Pavilion, 1300 Silbury Boulevard, Milton Keynes</p> <p>Tel: 01908 502527 Email: garyviccars@cs2.co.uk</p> <p>Contact: Gary Viccars</p>
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<p>CDM Principal Designer:</p> <p>CS2 Limited</p> <p>Campbell Park Pavilion, 1300 Silbury Boulevard, Milton Keynes</p> <p>Tel: 01908 502527 Email: lukeclifford@cs2.co.uk</p> <p>Contact: Luke Clifford</p>	<p>Building Inspector:</p> <p>N/A</p>
<p>Planning Department/Development Authority:</p> <p>N/A</p>	<p>Regional Office of HSE:</p> <p>Woodlands, Manton Lane, Manton Lane, Industrial Estate, Bedford, MK41 7LW</p>

2.2 Location of the Project

Various Locations around Newport Pagnell

1. Burgess Gardens
2. Ousebank Gardens
3. Riverside Meadows
4. Lakes Lane
5. Kingfisher Park
6. Castle Meadow

2.3 The Work

Remedial repair works to footpaths

2.4 Completion Work by Others

N/A

2.5 Timescale for Completion of the Work

Anticipated Start Date: TBC

Anticipated Completion Date: TBC

2.6 Tender Procurement and Form of Contract

Joint Contracts Tribunal Minor Works Building Contract 2016

3.0 CLIENT CONSIDERATIONS AND MANAGEMENT REQUIREMENTS

3.1 Planning for and Managing Construction Work

The Contractor is to provide the CA with a method statement prior to construction works commencing.

3.2 Communications

Communications between the project team and Contractors is to be through the use of email and where necessary through letters.

See names of the relevant parties/consultants in table 2.1.

3.3 Security of Site

The contractor is to take all reasonable precautions to prevent unauthorized access to the site, the works and adjoining property. Members of the public will be using the parks and pathways throughout the duration of the works, suitable protection must be supplied at all times.

3.4 Welfare Provision

The Principal Contractor is to provide sanitary and welfare accommodation including cold running water and toilet. The contractor is to establish a separate supply of clean drinking water and set up drying areas. Advise all operatives of locations accordingly and keep facilities regularly cleaned.

The Principal Contractor shall locate any temporary site accommodation in a position where it can preferably remain during the life of the construction contract so as to cause least disruption to the on-going health, welfare and sanitary provision for operatives. Also, the location shall take into account the convenient and tidy storage of materials in the site compound.

Sanitary and welfare accommodation shall include the provision of clean hot and cold water for washing and a separate supply of potable water shall be provided for drinking. Also the Principal Contractor shall arrange a temporary foul drainage connection, if required, from the site to discharge into existing sewers during the period of the construction works, to be agreed by the Drainage Authority, or otherwise shall arrange for the use of approved mobile toilets which shall be regularly cleaned and discharged by a reputable hire company. A minimum of one WC per ten operatives should be provided.

3.5 Health and Safety

The Principal Contractor is to provide a comprehensive set of site rules which shall be clearly displayed on site and brought to the attention of all Contractors and operatives. These should include health and safety procedures and emergency arrangements in case of accidents, injuries or sudden illness of workers on site throughout the construction works; also the location and telephone number of the local Hospital, Police and Fire Services should be displayed.

3.6 Site Hoarding Requirements

Provide all necessary hoarding required with appropriate safety signage.

Ensure there is sufficient hoarding during the course of the work to protect local tenants and members of the public using the paths.

3.7 Site Transport Arrangements

Area(s) for unloading, materials storage and temporary parking space(s) for construction vehicles should be positioned where they will cause least disruption to the on-going welfare and safety provision of operatives and existing tenants. Details of the Principal Contractor's proposals in this respect shall be shown on the site layout plans for temporary accommodation and traffic movement.

3.8 Vehicle Movement Restrictions

Public vehicular and pedestrian access to the various sites must be kept clear and safe to the public at all times. Should the Principal Contractor at any time wish to carry out work in the public highway, he must obtain the permission of the relevant Statutory Authority (and Police if necessary) and erect the necessary safety barriers and temporary lighting, including any traffic lights needed, or manual control if called for. In either case a carefully prepared method statement will be required to be submitted to the Principal Designer and Employer's Agent to cover the Principal Contractor/Contractors planned intentions for dealing with such hazards, prior to the commencement of the relevant construction activities.

3.9 Client Permit to Work Systems

The Principal Contractor shall make all necessary arrangements to provide safe access use and exit to the locations affected by the works, produce any relevant method statements required and pass copies for comment to the Contract Administrator and Principal Designer.

3.10 Fire Precautions

The Principal Contractor is to take all necessary precautions to prevent personal injury, death and damage to the works or other property from fire.

Provide First Aid Kits and Fire Extinguishers (water and foam) on site and locate them for access by site managers, operatives or others in case of emergency.

Bonfires to dispose of waste or existing vegetation shall not be permitted on the site.

3.11 Emergency Procedures and Means of Escape

All emergency procedures are to be in accordance with the requirements of Newport Pagnell Town Council.

The Principal Contractor shall define the precise positions of the temporary site access and egress points to the site (ie for deliveries and emergencies). To be confirmed with the appropriate local statutory authority (ie the highways department) and the Contract Administrator.

A method statement shall be produced by the Principal Contractor to cover all aspects of traffic management into, out of and around the site and the principal proposed routes shall be marked on a site layout plan with a copy passed to the Principal Designer and the Contract Administrator for information. Also include the location of temporary site accommodation and loading/unloading and storage areas.

3.12 Smoking and Parking Restrictions

Parking of the Contractors and employees' vehicles will be restricted to local authority guidelines. Adjacent highways must be kept free of Contractor's and employee's vehicles and materials etc.

Smoking is not permitted on site.

4.0 ENVIRONMENTAL RESTRICTIONS AND EXISTING ON-SITE RISKS

4.1 Safety Hazards

A clear and consistent procedure for the recording of all accidents, injuries and emergencies must be set out before the commencement of the construction process i.e. a site register set up and maintained specifically for this project. This procedure must comply with the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations Act 1995 (RIDDOR) and be available for inspection by the Health and Safety Executive should such information be required.

i) Boundaries and Access on deliveries

Refer to CA.

ii) Any restrictions on deliveries or waste collection or storage

All deliveries and waste are to be stored onsite and removed before the end of the works.

iii) Adjacent land uses

Residential property, footpaths and parks.

iv) Existing storage of hazardous materials

The Control of Substances Hazardous to Health Regulations 2002 require an employer to ensure that any substance used in the workplace is assessed and control measures implemented to ensure any danger to employees is minimised.

v) Location of existing services

Prior to commencing construction works, the Principal Contractor should consult with the Utilities and then locate the precise position of all mains services by careful hand digging, including low and high voltage underground cables in the vicinity of the site, high pressure water mains, gas mains and telecom cables, whether inside or outside the existing site boundary. If a perceivable risk is present, use remote detection devices (eg radar probing equipment) to locate the existing services before any hand or machine excavations are undertaken on site. Clearly mark the location of all mains services above ground when discovered, for the benefit of all operatives and others on site.

vi) Existing structures

Residential Properties

vii) Previous structural modifications

It is unknown whether there are any previous structural modifications.

viii) Fire damage, ground shrinkage, movement or poor maintenance which may have adversely affected the structure

Unknown.

ix) Any difficulties relating to plant and equipment in the premises, such as overhead gantries whose height restricts access

Not applicable.

x) Health and safety information contained in earlier design, construction or 'as-built' drawings, such as details of pre-stressed or post-tensioned structures

All existing information is included with the drawings for each site

4.2 Health Hazards, including:

i) Asbestos, including results of surveys

If the Contractor finds any suspicious materials during the course of the work, works are to stop and the Contract Administrator is to be alerted to the risk.

ii) Existing storage of hazardous materials,

There are currently no hazardous materials kept onsite.

iii) Contaminated land, including results of surveys,

Not applicable.

iv) Existing structures containing hazardous materials,

If the Contractor finds any suspicious materials during the course of the work, works are to stop and the Contract Administrator is to be alerted to the risk.

v) Health risks arising from client's activities

The Contractor should be aware that the adjacent residential properties and parks will continue to operate. Adequate provision should be in place to prevent any potential hazards to the occupants.

5.0 SIGNIFICANT DESIGN AND CONSTRUCTION HAZARDS

5.1 Design Assumptions and Suggested Work Methods, Sequences or other Control Measures.

Contractor to state.

5.2 Arrangements for Co-ordinating of ongoing Design Work and Handling Design Changes

Should significant variations be required during the construction works, risk assessments and method statements are to be issued by the Principal Contractor, his Designers and Contractors in respect of any design changes and any updated or supplementary statements produced shall be followed, and any relevant information copied to the Principal Designer.

There shall be a regular monitoring and review of health and safety aspects of the works by the Principal Contractor and Contractors during the construction period. Any significant matters affecting health and safety arising during these meetings shall be reported to the Principal Contractor's Health and Safety Advisor and the Principal Designer as necessary.

5.3 Information on significant risks identified during design

The Principal Contractor's Design Sub-Contractors must produce appropriate written risk assessments, prior to commencing their construction activities on site, to address any significant hazards that they have identified from their design and specification proposals. Where these risks cannot be significantly reduced, method statements shall be produced by the Principal Contractor or Contractors to indicate the precautions that should be taken for dealing with them.

The Principal Contractor and his Contractors must obtain the relevant COSHH information from manufacturers and/or suppliers for materials prior to their use or incorporation into the works; retain relevant copies on site for reference purposes; and observe/comply with the relevant safety and health precautions required or recommended to be taken in handling and applying such materials.

6.0 THE HEALTH AND SAFETY FILE

6.1 The Health and Safety File to include:

The Health and Safety File is to be a comprehensive information source and guide for the Employer and end users providing a complete understanding of the building and its systems to enable efficient and safe operation and maintenance.

- a brief description of the work carried out;
- any residual hazards which remain and how they have been dealt with (for example surveys or other information concerning asbestos contaminated land, water bearing strata, buried services etc);

- hazardous materials used (for example lead paint, pesticides, special coatings which should not be burnt off, etc);
- health and safety information about equipment provided for cleaning or maintaining the paths;
- the nature, location and markings of significant services, including underground cables, gas supply equipment, fire fighting services, etc;
- information and as-built drawings of the paths

APPENDIX 1
SITE LOCATION PLAN
REFER TO EACH LOCATIONS DRAWINGS

APPENDIX 2

NOTIFICATION OF PROJECT TO HSE (FORM 10)

TBC DEPENDING ON CONTRACTORS PROGRAMME

APPENDIX 3
DESIGNER'S RISK ASSESSMENT

**HEALTH AND SAFETY RISK ASSESSMENT FORM –
DESIGNER**

PROJECT: Footpath Repairs Various Locations Newport Pagnell

ASSESSMENT UNDERTAKEN BY:

NAME: Luke Clifford
COMPANY: CS2 Limited
DATE: 10 March 2022

File No: 2099913

ITEM	(A) DESCRIPTION OF HAZARD IDENTIFIED - MATERIAL/ OPERATION/MAINTENANCE/ DEMOLITION	(B) RISK: HIGH MEDIUM OR LOW		No.	(C) HOW IS THE RISK TO BE REDUCED AND BY WHOM? (1) DESIGN OUT FORESEEABLE RISK (2) COMBAT RISK AT SOURCE (3) CONTROLS TO PROTECT ALL WORKERS (4) PERSONAL PROTECTION TO INDIVIDUALS	(D) HOW IS THE RISK TO BE COMMUNICATED AND BY WHOM?	(E) DESIGNER'S ACTION COMPLETED
		Severity/ Frequency S	F				
(1)	External works/manoeuvring – proximity of adjacent properties.	H M L	H M L	3	Contractors to provide restricted area of works.	Contractor to provide following discussions at pre-start meeting.	
(2)	Access to site - manoeuvring on/off public highways and pavements.	H M L	H M L	3	Suitable signage to be provided by contractor. Type of plant/delivery times to be confirmed. Contractor to provide banksmen	Contractor to provide details via method statement.	
(3)	Mobile plant activity on site - personal injury and accident.	H M L	H M L	3	Contractor to ensure safe/restricted working zones and parking areas.	Contractor to provide following discussions at pre-start meeting.	
(4)	Moving objects/ materials/ personal injury and accident.	H M L	H M L	3/4	Relevant PPE to be worn by operative. Manual handling training to be offered. Ensure loads are assessed and carried by appropriate number of persons.	Contractor to provide following discussions at pre-start meeting.	
(5)	Injury to trespassers on site.	H M L	H M L	3	Contractor to ensure appropriate notices are located around site/ Site to be kept secure at all times, ensure locked at night. Scaffold and ladders should be restricted.	Contractor to confirm via method statement.	
(6)	High level working – risk of injury from falling/falling objects.	H M L	H M L	3	Contractor to ensure public and operatives are kept away from machinery lifting materials on site. Relevant PPE to be worn by operative. Permit to work system to be utilised.	Contractor to ensure all aspects on-site are actioned.	

ITEM	(A) DESCRIPTION OF HAZARD IDENTIFIED - MATERIAL/ OPERATION/MAINTENANCE/ DEMOLITION	(B) RISK: HIGH MEDIUM OR LOW Severity/ Frequency S F	No.	(C) HOW IS THE RISK TO BE REDUCED AND BY WHOM? (1) DESIGN OUT FORESEEABLE RISK (2) COMBAT RISK AT SOURCE (3) CONTROLS TO PROTECT ALL WORKERS (4) PERSONAL PROTECTION TO INDIVIDUALS	(D) HOW IS THE RISK TO BE COMMUNICATED AND BY WHOM?	(E) DESIGNER'S ACTION COMPLETED
(7)	General access methods – risk of injury from falling/collapse of excavations.	H H M M L L	1	Contractor to ensure correct design and erection on site and PPE to be worn by operatives.	Contractor to ensure correct methods/design.	
(8)	Site cleanliness – injury from builder's debris.	H H M M L L	3/4	Contractor to ensure the site is kept clean at all times. Toe boards and protection to be provided to scaffolding.	CS2 to highlight at pre-start meeting & monitor on site.	
(9)	Injury through manual handling of heavy items ie pavers, bricks, cement.	H H M M L L	3	Contractor to ensure all necessary equipment/labour is available to manoeuvre heavy items in accordance with regulations.	Contractor to effect on site.	
(10)	Injury through tripping during external excavations/paving works.	H H M M L L	3	Contractor to restrict areas where works are ongoing and provide advisory signage and warning tapes/barriers.	Contractor to confirm via method statement.	
(11)	Fire hazard from flammable liquids ie paint, adhesives, fuel, oils, solvents, thinners.	H H M M L L	3/4	Contractor not to store materials within building, to ensure adequate ventilation to place of work and proximity of fire extinguisher during work.	COSHH Statement to be prepared by contractor.	
(12)	Dust inhalation and skin contact – cement, gypsum, wood, dust, mixed dusts.	H H M M L L	3/4	Contractor to ensure careful storage and use of materials. Ensure adequate ventilation to place of work. PPE to be worn by operatives.	COSHH Statement to be prepared by contractor.	
(13)	Inhalation/irritation from fumes/gases – welding fumes, hydrogen sulphide, plant exhausts.	H H M M L L	3/4	Contractor to ensure careful working practices and use of materials. Ensure adequate ventilation to place of work. PPE to be worn by operatives.	COSHH Statement to be prepared by contractor.	
(14)	Electric shock hazard	H H M M L L	1/2	Contractor to carry out services survey prior to works commencing.	Contractor to effect on-site.	
(15)	Ingestion/irritation of skin etc from solvents within paints, adhesives,	H H M M	3/4	Contractor to ensure careful storage and use of materials. Ensure adequate ventilation to place of work. PPE to be	COSHH Statement to be prepared by contractor.	

ITEM	(A) DESCRIPTION OF HAZARD IDENTIFIED - MATERIAL/ OPERATION/MAINTENANCE/ DEMOLITION	(B) RISK: HIGH MEDIUM OR LOW Severity/ Frequency S F	(C) HOW IS THE RISK TO BE REDUCED AND BY WHOM? (1) DESIGN OUT FORESEEABLE RISK (2) COMBAT RISK AT SOURCE (3) CONTROLS TO PROTECT ALL WORKERS (4) PERSONAL PROTECTION TO INDIVIDUALS No.	(D) HOW IS THE RISK TO BE COMMUNICATED AND BY WHOM?	(E) DESIGNER'S ACTION COMPLETED
	strippers, thinners.	L L		worn by operatives.	
(16)	Inhalation/irritation etc. from resin systems including polyurethane paints and epoxy.	H H M M L L	3/4	Contractor to ensure careful storage and use of materials. Ensure adequate ventilation to place of work. PPE to be worn by operatives.	COSHH Statement to be prepared by main contractor.
(17)	Irritation of skin, eyes etc from acids/alkalis during cleaning of surfaces.	H H M M L L	3/4	Contractor to ensure careful storage and use of materials. Ensure adequate ventilation to place of work. PPE to be worn by operatives.	COSHH Statement to be prepared by main contractor.
(18)	Provision for treatment of accidents on site.	H H M M L L	1	Contractor to provide first aid facilities and trained operatives.	Contractor via general safety statement.
(19)	General welfare of all site operatives.	H H M M L L	1	Welfare facilities to be provided in accordance with regulations.	CS2 to highlight at pre-start meeting & monitor on site.
(20)	Injury from power tools.	H H M M L L	2	Contractor to ensure all power tools are regularly checked and tested.	Contractor via general safety statement.

APPENDIX 4

CONTRACTOR'S HEALTH AND SAFETY ENQUIRY FORM

PLEASE COMPLETE THE FOLLOWING FORM. THIS FORM WILL BE USED TO ASSESS YOUR COMPANY'S COMPETENCE TO ACT AS PRINCIPAL CONTRACTOR AS DEFINED BY THE CONSTRUCTION, (DESIGN & MANAGEMENT) REGULATIONS 2015.

Contractor's Name and Address:
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- 1. Please provide a copy of your Company's Health and Safety Policy, including details of Health and Safety Management Structure.
- 2. Provide a list of staff to be involved in the project identifying health and safety training and experience.
- 3. Do you have external safety consultants? What involvement will they have in this scheme?

.....
.....

4.0 Who will be preparing the following:

4.1 Pre-Tender Health and Safety Plan:

JOB TITLE:

NAME:.....

4.2 Post-Tender Health and Safety Plan:

JOB TITLE:

NAME:.....

4.3 End of Contract Health and Safety File:

JOB TITLE:

NAME:.....

5.0 Who will be undertaking:

5.1 Site Management of Health and Safety:

JOB TITLE:

NAME:.....

5.2 Management of Sub-Contractor's Health and Safety:

JOB TITLE:

NAME:.....

5.3 Health and Safety Training for Employees:

JOB TITLE:

NAME:.....

5.4 Revision to the Health and Safety Plan on site:

JOB TITLE:

NAME:.....

6.0 What resources do you utilise to promote Health and Safety?

6.1 Technical Literature/Health and Safety Legislation/Reference Books/CD ROM etc:

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6.2 Training Courses (In-House):

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6.3 Training Courses (External):

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7.0. Please give details of your health and safety record:

7.1 Any prohibition or improvement notices received:

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7.2 Details of any specified major injuries or dangerous occurrences in the last year (for definitions please see the Reporting of Injuries and Dangerous Occurrences Regulations 1985):

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8.0 With respect to Health and Safety please provide your own assessment of the type and scale of Building Contracts you are capable of undertaking.

8.1 Value of Projects:

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8.1 Nature of Construction Works:

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9.0 Please attach details of recent projects undertaken to amplify your stated capabilities.

10.0 Provide two references from Clients/Client's Agents or Principal Designer on projects recently undertaken along with contact addresses and telephone numbers.

Company Name:

Signature:

Name:

Date: