
CDM Project Record Sheet

Project: Bovey Tracey Community Centre
Bovey Tracey
Job No: 1690
Date: February 2018

BRIEF DESIGN STATEMENT

Project Details

The construction of a new community centre, including Town Council offices, library, information centre and incubation offices.

Site Layout

The site is to the south of Station road and to the west of Station Road car park. The northern boundary of the site extends up to the road edge, so the site compound boundary will need to be solid and robust, with no entrance points. Site access (pedestrian and vehicular) will be from the adjacent car park to avoid causing disruption to Station Road, the main road through the centre of Bovey Tracey. Areas for contractor parking and site cabins to be agreed with Bovey Tracey Town Council and Teignbridge District Council.

New Building

Single storey building with double height main hall.

Roofs – shallow pitched slate tiles to the main hall, flat single ply membrane finished roofs to the remainder.

Walls – facing brickwork to all elevations, blockwork inner skin and internal walls.

Ceilings – Ceiling to main hall to be exposed structure with board finish between. Ceilings elsewhere to be suspended ceiling tiles or MF plasterboard ceiling.



ASSESSMENT OF RISK

There are no elements of the construction for the above works which should pose a risk to a competent contractor.

Areas of Note

The site is in an area of flood risk, so the contractor must take account of this factor when locating site accommodation. It is suggested the site accommodation, including storage of tools and materials, is elevated with stepped/ ramped access to avoid unnecessary damage in the event of flooding.

The main hall will include long structural members, so the contractor must ensure these are kept over the site while manoeuvring, with particular consideration to the adjacent road and properties.

The site is adjacent to a main road to the north and a public car park to the east, both of which will be open for the duration of the contract. The contractor must ensure they minimise any disruption. Banksmen must be used for all manoeuvring within the car park for the protection of pedestrians and vehicles.

The properties to the north and west of the site are residential, so the contractor is to be mindful of activities generating significant noise levels.

There is a street lamp in the pavement to the north of the site which falls within the site compound. This will be live during the contract period. Adequate protection and marking is to be provided to avoid accidental damage.

There is running water to the north east corner of the site in the form of a leat. This area will generally be protected by the site compound fencing. If works are required to wall adjacent to the leat, the contractor must ensure adequate protection is provided and security to the site compound is maintained.

The proposed building extends to the party wall to the west and south of the site. The contractor must assume all access for construction is from within the site boundary and compound only. The party wall, if retained, can form the site compound to these boundaries. The contractor must ensure protection is provided to avoid damage to neighbouring property when working above the height of the party wall.

Peregrine Mears Architects Ltd.

The Old Sail Loft, Paiges Lane, Barnstaple, Devon, EX31 1EF t: 01271 377776
The Senate, 3rd Floor, Southernhay, Exeter, Devon, EX1 1UG t: 01392 267213
www.mearsarchitects.com
e: mail@mearsarchitects.com

Registered office: The Custom House, The Strand, Barnstaple, Devon, EX31 1EU. Registered in England & Wales No. 8791183



GENERAL MAINTENANCE

The materials specified for the project have been chosen with low maintenance in mind.

Windows and Doors

External doors and windows are proprietary aluminium. The new windows should be washed down on a regular basis, window hardware checked annually and lubricated as recommended by the manufacturers. First floor windows must be cleaned using a window cleaning pole. Windows not accessible from ground level will be accessed from the single storey flat roof. Adequate edge protection and mansafe system to be provided. Opportunity can be taken when MEWPs or secure working platforms are on site for full cleaning by hand.

Roof

The pitched roof to the main hall is slate, a finish that is durable and low maintenance. Any maintenance of the roof must be carried out by a contractor trained and approved to do so. Permanent access and safety equipment is being provided in accordance with the manufacturer's specification.

Other roofs are flat with a single ply membrane finish, chosen for its durability and low maintenance. Any maintenance of the roof must be carried out by a contractor trained and approved to do so and in accordance with their own method statements for safe working at height.

Gutters, Soffits And Fascias

Rainwater hoppers to the flat roofs should be inspected on a regular basis to ensure they are clear of leaves and other debris. Gutters are generally accessible via Mobile Elevating Work Platform (MEWP) or secured ladder. Hoppers and gutters to areas not accessible by MEWP or secured ladder will be accessed from the single storey flat roof. Adequate edge protection and mansafe system to be provided.



High level internal works

Owing to the height of some of the ceilings to the main hall, high level work to those areas should be accessed via a MEWP or other suitable, secure working platform, operated by personnel trained and approved to do so. When work is necessary, i.e. lamp replacement, opportunity should be taken to carry out other works to make best use of the MEWP.

Internal works requiring use of a MEWP or other suitable, secure working platform are;

- Replacing lamps to light fittings
- Inspection, maintenance and cleaning of the roof ventilation to the sports hall
- Cleaning the inside of high level windows

LED Lamps will be specified for their low maintenance requirements.

