

**Crowborough Town Council  
Summersales Contemplation  
Building Tender**

**Section 1: Introduction**

## Introduction

### ***Purpose of this tender***

Crowborough Town Council have identified the requirement for a Contemplation Building to be installed at their Summersales Burial Ground, costs required to manage the on-site works from inception to completion.

### ***Package Information***

The relevant scope of works and example store are provided in Section 7.

### ***Tender Programme***

| Item                                   | Date  |
|--|---|
| Tender issue                           | 17 <sup>th</sup> July 2023                      |
| Mid-tender interview and site visit    | 25 <sup>th</sup> July 2023                      |
| Last date for queries                  | 28 <sup>th</sup> July 2023                      |
| Tender return                          | 11 <sup>th</sup> August 2023                    |
| Tender analysis period                 | 11 <sup>th</sup> – 21 <sup>st</sup> August 2023 |
| Tender report issued                   | 21 <sup>st</sup> August 2023                    |
| Tender Interview                       | 29 <sup>th</sup> August 2023                    |
| Approval from Crowborough Town Council | 8 <sup>th</sup> September 2023                  |
| Appointment of contractor(s)           | 8 <sup>th</sup> September 2023                  |

**Crowborough Town Council  
Summersales Contemplation  
Building Tender**

**Section 2: Form of Tender**

**SECTION 2 - FORM OF TENDER**

**Form of Tender**

Supplier's/contractor's proposals for the Summersales Contemplation Building Tender

To:

We:

Of:

Tel N°:

having examined and duly noted all the information therein contained or referred to, or subsequently issued to us now confirm our proposed tender sum.

We have added any additional relevant items within the appropriate section within the pricing schedule and understand that any such item will be subject to review post tender.

Should obvious pricing or arithmetical errors be discovered before acceptance of this offer in the documents submitted, these errors will be dealt with in accordance with Alternative 2 contained in Section 9 of the NJCC 'Code of Procedure for Tendering for Design and Build'.

We understand that this Tender is made at our own expense and that Crowborough Town Council are not obliged to accept the lowest nor any other tender.

Signed by or on behalf of the tenderer: .....

Company name: .....

Designation: .....

Date: .....

**Appendix to Form of Tender**

**DECLARATION**

We certify that this is a Bona Fide Tender, intended to be competitive, and that we have not fixed or adjusted the amount of the tender by or under or in accordance with any agreement or arrangement with any other person. We also certify that we have not done and we undertake that we will not do so at any time before the date for return of this tender any of the following acts:-

- a) Communicate to a person other than the person calling for these tenders the amount or approximate amount of the proposed tender;
- b) Enter into any agreement or arrangement with any other person that he shall refrain from tendering or as to the amount of any tender to be submitted;
- c) Offer or pay or give or agree to pay or give any sum of money or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other tender or proposed tender for the said work any act or thing of the sort above.

In this Declaration the word "person" includes any persons and any body or association, corporate or incorporate: and "any agreement or arrangement" includes any such transaction, formal or informal, and whether legally binding or not.

Signed: .....

Designation: .....

**Crowborough Town Council  
Summersales Contemplation  
Building Tender**

**Section 3: Instruction to  
Tenderers**

## Instructions to Tenderers

- 3.1.1 Immediately upon receipt of this Tender Document, the Tenderer shall acknowledge its receipt to MA Cost Consulting Ltd (MAC) by e-mail to [helendabell@macconsultingltd.com](mailto:helendabell@macconsultingltd.com). The Tenderer should reference Section 6 and ensure they have received all documentation listed within, any documentation not received should be highlighted to MAC.

**The tenderer is to return a fully compliant hard copy of the tender in a sealed envelope marked "CONTEMPLATION BUILDING TENDER" to the address of the council office. It must be addressed to the "TOWN CLERK – Mrs Caroline Miles. The must be delivered no later than 11<sup>th</sup> August 2023 at 12:00pm. These will remain sealed until the closing time when two councillors will open and record the information.**

- 3.1.2 All communications from the Tenderer during the Tender period shall be through MAC. Should the Tenderer wish to raise any questions during the Tender period they shall do so electronically using the prescribed Tender Query form. Any request for information shall be e-mailed to [helendabell@macconsultingltd.com](mailto:helendabell@macconsultingltd.com). Generally, the answers to all queries will be communicated to all Tenderers unless the query raised is of a commercially confidential nature.
- 3.1.3 The Works shall be carried out and completed under the JCT intermediate form of contract including contractors design for building services installations.
- 3.1.4 The Tenderer is advised to check the number of each page, sections and appendix of the Tender Document and if any are missing or duplicated or if any writing or figures are indistinct, he should at once notify MAC (email address above). No subsequent claim for loss in consequence of the Tenderer's failure to comply with this instruction shall be accepted.
- 3.1.5 The Tenderer is to make themselves familiar with the specifications contained herein, to ensure successful delivery of stores e.g. site surveys, tools to do the job, co-ordination with the stores that are to continue to trade during the works.
- 3.1.6 Tenders may not be considered unless requirements of Section 7, Tender Deliverables are completed in full and returned within the specified time.
- 3.1.7 Any alterations, deletion or addition made to the text of the Form of Tender and Tender Price Form will invalidate the Tender unless specifically alluded to in the Tenderer's offer.
- 3.1.8 The Tender should be submitted on the Tender and Tender Price Form in Section 2. Any obvious errors in pricing or errors in arithmetic will be dealt with as stated in the Tender and Tender Price Form.
- 3.1.9 The Tenderer must not make any arrangements with any third parties as to whether or not to Tender, or with regard to their or the Tenderer's prices or terms and conditions. The Tenderer may however, obtain any necessary subcontract quotations.
- 3.1.10 The Tenderer is required to keep their Tender confidential and not divulge to anyone, even approximately what the Tender price(s) will be. The sole exception to this is information the Tenderer may have to give to their insurance company, or broker, in order to compile his Tender, but the Tenderer must stress to them that this information is given in strict confidence.
- 3.1.11 If the Tender is qualified it may be set aside, or the Tenderer may be required to withdraw the qualification without amending the Tenderer's offer. Any proposals for alternatives to the specified

requirements should be submitted by way of a separate, unqualified bid, titled in accordance with the Tender deliverables (Value Engineering Proposals).

- 3.1.12 The Tenderer is to submit a fully completed pricing schedule. Any items not highlighted will be deemed to be included within the Tender price.
- 3.1.13 The Tenderer is to use the schedule of amendments included in Section 11 as a basis for Tender, any clarification should be issued electronically via the Tender Query Form.
- 3.1.14 The Tenderer should be aware that the Tender will remain open for consideration for a period of 13 weeks from the fixed date of Tender submission
- 3.1.15 The Tenderer is to familiarise themselves with all documents contained within the Tender package. It will be deemed that the Tenderer has allowed for all necessary costs to complete the work.
  
- 3.1.16 The tenderer shall include for any further design work deemed to be required as part of this tender for any works over and above the detail provided in tender document for completing the design of the Works and the carrying out of the Works to the true intent of the tender document. Tenderers are not entitled to any additional payment for design, work or supply of materials and goods necessary for the satisfactory completion of the works if not included as part of the tender submission.
  
- 3.1.20 Tenderers when pricing the tender(s) should work on the basis that the works will be carried out in normal working hours.
  
- 3.1.21 If the tenderer cannot tender for any part of the work as defined in the tender document he must inform the MAC as soon as possible, defining the relevant part and stating the reason for his inability to tender.
  
- 3.1.22 The tenderer shall identify any changes from the tender document in his Proposals when he submits his tender. If no qualification is made and in the subsequent evaluation of tenders a change is found, the tenderer will be asked to accept compliance at no extra charge or he may be requested to withdraw his tender. Any divergences found subsequent to the tenderers appointment will be dealt with in accordance with the Contract Conditions.

**Crowborough Town Council  
Summersales Contemplation  
Building Tender  
Section 4: Preliminaries**

The CDS Group  
Crowborough Town Council

# Summersales Contemplation Building, Crowborough

Prelims

18-04-2023

New Contemplation Building

C



Cemeteries & Crematoria

D



Parks & Leisure

S



Environmental Solutions

I

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# A10

## Project particulars

### Clauses

#### 110 The Project

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1. Name: Summersales Contemplation Building
2. Nature: New build.
3. Location: Summersales Burial Ground, London Road, Crowborough, East Sussex, TN6 1TD.
4. Timescale for construction work: 12-16 weeks

#### 120 Employer (client)

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1. Name: Crowborough Town Council.
2. Address: Council Offices, Pine Grove, Crowborough, East Sussex TN6 1DH.
3. Contact: Melanie Street (Deputy Town Clerk).
4. Telephone: 01892 652907
5. Email: [deputy@crowboroughtowncouncil.gov.uk](mailto:deputy@crowboroughtowncouncil.gov.uk).

#### 130 Principal contractor (CDM)

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

#### 140 Contract administrator

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1. Name: The CDS Group
2. Address: Building 51, Wrest Park, Silsoe, Bedford, MK45 4HS
3. Contact: Lucio Foglia
4. Telephone: 01525 864387
5. Email: [Lucio.foglia@thecdsgroup.co.uk](mailto:Lucio.foglia@thecdsgroup.co.uk)

#### 150 Principal designer

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1. Name: MAC Consulting
2. Address: Bell House, Seebeck Pl, Knowlhill, Milton Keynes MK5 8FR
3. Contact: Katie Booker
4. Telephone: 0743 259 2581
5. Email: [katiebooker@macconsultingltd.com](mailto:katiebooker@macconsultingltd.com)

## 160 Quantity Surveyor

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1. Name: MAC Consulting
2. Address: Bell House, Seebeck Pl, Knowlhill, Milton Keynes MK5 8FR
3. Contact: Helen Dabell
4. Telephone: 07961 232213
5. Email: helendabell@macconsultingltd.com

## 200 Structural Engineer

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1. Description: Structural Engineer
2. Name: Scott White and Hookins
3. Contact: Jason Daniels
4. Address: Fountain House, 26 St John's Street, Bedford, Bedfordshire, MK42 0AQ
5. Telephone: 01234 213111
6. Email: jdaniels@swh.co.uk

## 201 Architect

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1. Description: Architect
2. Name: The CDS Group
3. Contact: Lucio Foglia
4. Address: Building 51 • Wrest Park • Silsoe • Bedford • MK45 4HS
5. Telephone: 01525 864387
6. Email: Lucio.foglia@thecdsgroup.co.uk

Ω End of Section

## A11

### Tender and contract documents

#### Clauses

#### 110 Tender drawings

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1. The tender drawings are:

#### 120 Contract drawings

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1. The contract drawings: The same as the tender drawings.

#### 160 Pre-construction information

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1. Format: The pre-construction information is described in these Preliminaries in section A34. It refers to information given elsewhere in the Preliminaries, specification, drawings and associated documents.

#### 180 Other documents

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1. Inspection: Drawings and other documents relating to the Contract but not included in the tender documents may be seen by appointment during normal office hours at the office of .....
2. The documents include: N/A

Ω End of Section

## A12

# The site/ existing buildings

### Clauses

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#### 110 The site

1. **Description:** The site is an existing greenfield site that has been developed with a car park and spine road and roundabout in place, along with attenuation structure construction, concrete raft burial headstone bases, drainage, landscaping and service entry to the site.

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#### 120 Existing buildings on/ adjacent to the site

1. **Description:** Forest Fold Baptist church lies to the west of the site and housing to the west and south along London Road.

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#### 140 Existing utilities and services

1. **Drawings:** (Information shown is indicative only): CDS-CRB-SML-09 rev 2 Utilities Plan.
2. **Other information:** CDS-CRB-SML-100 rev 02 Contemplation Building Plans and Elevations.

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#### 160 Soils and ground water

1. **Information:** Included in the tender documents.

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#### 170 Site investigation

1. **Report:** Included in the tender documents.

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#### 200 Access to the site

1. **Description:** Via entrance off London Road.
2. **Limitations:** Double gate to 5m width.
3. **Access for inspections:** Provide access at reasonable times for both on-site and off-site work.

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#### 210 Parking

1. **Restrictions on parking of the Contractor's and employees' vehicles:** Limited to site compound (yet to be determined).

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#### 220 Use of the site

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

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#### 230 Surrounding land/ building uses

1. **General:** Adjacent or nearby uses or activities are as follows:
  - 1.1. Major road, chapel – use through week and on Sundays...

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#### 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. Water pipes, other utility conduits.
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

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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:** Date for site visit will be 25<sup>th</sup> July 2023. Please contact contract administrator.

Ω End of Section

## A13

### Description of the work

#### Clauses

#### 110 Preparatory works by others

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1. Details:
2. Timescale:

#### 120 The works

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1. **Description:** The construction of a timber framed single storey Contemplation building, along with associated Surface water drainage connection into existing manhole and landscaping works. All works (apart from the SW drainage and electrical connection) are to be within the existing roundabout on the site.

#### 140 Completion work by others

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1. **Description:** Electrical supply and trench from perimeter of site to contemplation building

Ω End of Section

## A20

# JCT minor work building contract (MW)

## Clauses

### JCT minor works building contract.

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- 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

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- The work comprises: The construction of a single storey Contemplation building, along with associated Surface water drainage connection into existing manhole and planting/ landscaping works.
- Architect/ Contract Administrator: See clause A10/140.

### Second - Contract documents

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- Contract drawings: As listed in clause A11/120.

## Articles

### 3 - Architect/ Contract Administrator

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

### 4 and 5 - Principal Designer/ Principal Contractor

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

## Contract particulars

### Fourth Recital and Schedule 2 - Base date

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- Base date: 17<sup>th</sup> July 2023

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

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

### Fifth Recital - CDM Regulations

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- The project is notifiable.

### Seventh Recital and Schedule 3 - Supplemental provisions

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- Collaborative working: Supplemental Provision 1 does not apply.
- Health and safety: Supplemental Provision 2 does not apply.
- Cost savings and value improvements: Supplemental Provision 3 does not apply.
- Sustainable development and environmental considerations: Supplemental Provision 4 does not apply.
- Performance indicators and monitoring: Supplemental Provision 5 does not apply.

- Notification and negotiation of disputes: Supplemental Provision 6 applies. Where Supplemental Provision 6 applies, the respective nominees of the parties are:
  - Employer's nominee: MAC Consulting
  - Contractor's nominee: TO BE COMPLETED BY CONTRACTOR
- Or such replacement as each party may notify the other from time to time.

## Article 7 - Arbitration

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- Article 7 and Schedule 1 do not apply.

## Clause 2.2 - Commencement and Completion

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

## Clause 2.8 - Liquidated damages

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- At the rate of £3,000 per week. Part weeks will be calculate don a pro -forma basis.

## Clause 2.10 - Rectification period

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

## Clause 4.3 - Interim payments

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- 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

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

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

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- 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: £5 million

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

---

- Clause 5.4A 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: N/A

## Clause 7.2 - Adjudication

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

## Schedule 1 paragraph 2.1 - Arbitration

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- 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

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- Amendments:

#### 1.8 - Applicable law

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- Amendments:

### 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

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- The contract: Will be executed under hand.

### Contract guarantee bond

### Contract guarantee bond

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- Contract Guarantee Bond: N/A

### JCT public sector supplement

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- Document: The JCT Public Sector Supplement 2011 - Fair Payment, Transparency and Building Information Modelling.
- Fair Payment provisions Apply.
- Transparency provisions Apply.
- Building information modelling provisions Do not apply.



## A30

# Tendering/ subletting/ supply

## Main contract tendering

### 110 Scope

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

### 145 Tendering procedure

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1. **General:** In accordance with the principles of: Crowborough Town Council requirements.
2. **Arithmetical errors:** Pricing document is dominant.

### 160 Exclusions

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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

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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 lodgment, 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

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

### 250 Priced documents

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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:** With tender

### 310 Tender

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1. **General:** Tenders must include 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.

## 440 Schedule of rates

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1. **Schedule of rates (unpriced):** Included with the tender documents. The contractor may insert additional items. All items must be fully priced.
2. **Fully priced copy**
  - 2.1. **Submittal date:** with the tender

## 500 Tender stage method statements

---

1. **Method statements:** Prepare, describing how and when the following is to be carried out:
  - 1.1. grading and re-establishment, drainage installation, substructure installation.
2. **Statements:** Submit with the tender.

## 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:** With tender

## 515 Alternative time tenders

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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

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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

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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:** With the Tender

## 570 Outline construction phase health and safety plan

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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 include 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.

## 595 Environmental policy

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1. Environmental Policy
  - 1.1. Location: See A11/180.
  - 1.2. Evidence of compliance: Submit: with the tender.
2. Project Environmental Management System: Develop a system compatible with the existing policy.
  - 2.1. Format: N/A
  - 2.2. Specific Requirements: N/A
  - 2.3. Evidence of compliance: N/A
3. Supporting information
  - 3.1. Description: N/A
  - 3.2. Submittal date: N/A

## 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

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### 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 coordinating 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 literatures

---

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.

## 640 Maintenance instructions and guarantees.

---

1. Components and equipment: Obtain or retain copies, register with manufacturer and hand over on or before completion of the Works.
2. Information location: In Building Manual.
3. Emergency call out services: Provide telephone numbers for use after completion. Extent of cover: .....

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](http://www.ccscheme.org.uk).
  - 2.6. **E mail:** [enquiries@ccscheme.org.uk](mailto: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](mailto:info@cbhscheme.co.uk)
  - 2.4. **Website:** [www.cbhscheme.co.uk](http://www.cbhscheme.co.uk)

### 118 Vehicle safety requirements

---

1. **Vehicle equipment:** Ensure that all vehicles have the following:
  - 1.1. Audible alert to other road users to the planned movement of the vehicle when the vehicle's indicators are in operation.
  - 1.2. Prominent signage at the rear of the vehicle to warn cyclists of the dangers of passing the vehicle on the inside.
  - 1.3. Properly adjusted class VI mirror/s or Fresnel lens to eliminate the near side blind spot.
  - 1.4. Side under run guards.
2. **Driver training**
  - 2.1. Drivers must be trained in vulnerable road user safety through an approved course and hold a current valid Certificate of Competence.
  - 2.2. Drivers must have a valid driving licence and be legally able to drive the vehicle.

3. **Scheme membership:** Submit evidence of registration with and accreditation to the Fleet Operator Recognition Scheme (FORS)
4. **Level of accreditation:** Bronze
5. **Submittal date:** Before commencement of operations on site

## 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.

## 140 Climatic conditions

---

1. **Information:** Record accurately and retain:
  - 1.1. Daily maximum and minimum air temperatures (including overnight).
  - 1.2. Delays due to adverse weather, including description of the weather, types of work affected, and number of hours lost.

## 150 Ownership

---

1. **Alteration/ clearance work:** Materials arising become the property of the Contractor except where otherwise stated. Remove from site as work proceeds.

## 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 two copies.

### 245 Start of work on site.

---

1. **Notice:** Before the proposed date for the start of work on site give minimum notice of two weeks.

### 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:**

- 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 month
3. Location: On 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

## 280 Photographs

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1. Number of locations: 1
2. Frequency of intervals: Weekly
3. Image format: jpg
4. Number of images from each location: 10
5. Other requirements: none

## 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 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

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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 the 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 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.

## 340 Critical dimensions

---

1. Critical dimensions: Set out and construct the Works to ensure compliance with the tolerances stated.
2. Location: Detailed on drawings tbc.

## 350 Levels of structural floors

---

1. Maximum tolerances for designed levels to be.
  - 1.1. Floors to be self-finished, and floors to receive sheet or tile finishes directly bedded in adhesive: +/- 10 mm.
  - 1.2. Floors to receive dry board/ panel construction with little or no tolerance on thickness: +/- 10 mm.
  - 1.3. Floors to receive mastic asphalt flooring/ underlays directly: +/- 10 mm.
  - 1.4. Floors to receive mastic asphalt flooring/ underlays laid on mastic asphalt levelling coat(s): +/- 15 mm.
  - 1.5. Floors to receive fully bonded screeds/ toppings/ beds: +/- 15 mm.
  - 1.6. Floors to receive unbonded or floating screeds/ beds: +/- 20 mm.

## 360 Record drawings

---

1. Site setting out drawing: Record details of all grid lines, setting-out stations, benchmarks and profiles. Retain on site throughout the Contract and hand over on completion.

### 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 certificates

---

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

## 445 Service runs

---

1. **General:** Provide adequate space and support for services, including unobstructed routes and fixings.
2. **Ducts, chases and holes:** Form during construction rather than cut.
3. **Coordination with other works:** Submit details of locations, types/ methods of fixing of services to fabric and identification of runs and fittings.

## 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

## 530 Overtime working

---

1. **Notice:** Prior to overtime being worked, submit details of times, types and locations of work to be done.
  - 1.1. **Minimum period of notice:** Three days
2. **Concealed work:** If executed during overtime for which notice has not been given, it may be required to be opened up for inspection and reinstated at the Contractor's expense.

## 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 a 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 on 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.

## 610 Defective products/ executions

---

1. **Proposals:** Immediately any work or product is known, or appears, to be not in accordance with the Contract, submit proposals for opening up, inspection, testing, making good, adjustment of the Contract Sum, or removal and re-execution.
2. **Acceptability:** Such proposals may be unacceptable and contrary instructions may be issued.

## 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 access 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 Client.
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

#### 140 Construction phase health and safety plan

---

1. **Submission:** Present to the employer/ client no later than 1 week before start on site.
2. **Confirmation:** Do not start construction work until the employer has confirmed in writing that the construction phase health and safety plan include 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:** none

#### 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. none.

#### 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.

#### 330 Noise and vibration

---

1. **Standard:** Comply with the recommendations of BS 5228-1, in particular clause 7.3, to minimize noise levels during the execution of the Works.
2. **Noise levels from the Works:** Maximum level: 85 dB(A) when measured from site boundary.
3. **Equipment:** Fit compressors, percussion tools and vehicles with effective silencers of a type recommended by manufacturers of compressors, tools or vehicles.
4. **Restrictions:** Do not use:
  - 4.1. Percussion tools and other noisy appliances without consent during the hours of 08:00 to 18:00.
  - 4.2. Radios or other audio equipment or permit employees to use in ways or at times that may cause nuisance.

### 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.

### 375 Antiquities

---

1. **Duty:** Report immediately any fossils, antiquities and other objects of interest or value discovered during execution of the works.
2. **Preservation:** Keep objects in the exact position and condition in which they were found.
3. **Special requirements:**

### 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.

## 440 Electromagnetic interference

---

1. **Duty:** Prevent excessive electromagnetic disturbance to apparatus outside the site.

## 460 Powder actuated fixing systems

---

1. **Use:** Not permitted.

## 470 Invasive species

---

1. **General:** Prevent the spread of species (e.g., plants or animals) that may adversely affect the site or works economically, environmentally or ecologically.
2. **Special precautions:** none
3. **Duty:** Report immediately any suspected invasive species discovered during execution of the works.
  - 3.1. Do not disturb.
  - 3.2. Agree methods for safe eradication or removal.

## 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 consequence 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.

## 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:** none

## 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.

## 580 Building interiors

---

1. **Protection:** Prevent damage from exposure to the environment, including weather, flora, fauna, and other causes of material degradation during the course of the work.

## 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

#### 160 Use or disposal of materials

---

1. Specific limitations: All soil arisings to be disposed of on-site as directed by the CA

#### 170 Working Hours

---

1. Specific limitations: 08:00 - 18:00. No weekend working.

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

#### 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

#### 310 Roads

---

1. Permanent roads, hard standings and footpaths on the site: The following may be used, subject to clause A34/520:
  - 1.1. Details: Entrance route
  - 1.2. Restrictions on use: Working hours only
  - 1.3. Protective or remedial measures: keep clean and make good any damage

#### 340 Name boards/ advertisements

---

1. Name boards/ advertisements: Not permitted.

### 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.

#### 430 Water

---

1. Supply: The existing mains may be used for the Works as follows:
  - 1.1. Metering: Free of charge
  - 1.2. Source: water tap
  - 1.3. Location of supply point: next to roundabout
  - 1.4. Conditions/ Restrictions: none
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.

## 510 Temperature and humidity

---

1. Levels required by the Employer: Maintain the following:
  - 1.1. ....

## 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 1. Number required: 2.
  - 1.3. Safety boots with steel insole and toecap to BS EN ISO 20345. Pairs required: 2
  - 1.4. Disposable respirators to BS EN 149.FFP1S.
  - 1.5. Eye protection to BS EN ISO 16321-1 and BS EN ISO 16321-3.
  - 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:** N/A
4. **Format:** Hard copy
5. **Number of copies:** 2
6. **Delivery to:** Crowborough Town Council. by (date) 1 week before PC.

### 115 The Health and Safety File

---

1. **Responsibility:** CDM Coordinator
2. **Content:** Obtain and provide the following information: Maintenance requirements of building and drainage system.
3. **Format:** Electronic
4. **Delivery to:** Crowborough Town Council By (date): Handover.

### 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

#### 110 Management and staff

---

1. Cost-significant items:

Ω End of Section

## A41

### Contractor's general cost items: site accommodation

#### Clauses

#### 110 Site accommodation

---

1. Details: Site accommodation required or made/ not made available by the Employer: See section A36.
2. Cost significant items:

Ω End of Section

A42

## Contractor's general cost items: services and facilities

### Clauses

#### 110 Services and facilities

---

1. Details: Services or facilities required or made/ not made available by the Employer: See section A36.
2. Cost significant items:

Ω End of Section

A43

## Contractor's general cost items: mechanical plant

### Clauses

#### 110 Mechanical plant

---

1. Cost significant items:

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

#### 590 Contingencies

---

1. Provisional sum: Include: No expected provisional sums.

Ω End of Section



Specification created using NBS Chorus



**Crowborough Town Council  
Summersales Contemplation  
Building Tender**

**Section 5: Key Information**

## **Key Information**

1. All submitted prices will remain fixed for the duration of the project. No tendering expenses will be reimbursed by Crowborough Town Council.
2. Crowborough Town Council does not bind himself to accept the lowest, or any, tender.
3. Submission of the tender confirms that the Tenderer agrees with the contractual arrangements proposed by Crowborough Town Council; including but not limited to the payment terms (to follow).
4. No tendering expenses will be reimbursed by CROWBOROUGH TOWN COUNCIL.

**Crowborough Town Council  
Summersales Contemplation  
Building Tender  
Section 6: Register of  
Information**

## Register of Information

| <b>Section</b>           | <b>Description</b>  |
|--------------------------|---|
| Introduction             | Brief introduction to Crowborough Town Council, the proposed tender timeline and the purpose of this tender.  |
| Form of Tender           | Confirmed tender price stating the amount the tenderer is willing to undertake the project for as well as the terms of this particular tender, i.e. period of validity.   |
| Instruction to Tenderers | A key document containing all relevant information that the tenderer should adhere to when formulating their tender submission for each project.  |
| Key Information          | A document highlighting key points which the tenderer should familiarise themselves with.   |
| Register of information  | A document the contractor should cross reference to ensure all relevant information has been received. A brief overview of each section / annex has been included to ensure clarity of tender.                                    |
| Tender Deliverables      | A list of all information required as part of the tender. If tenderers are pricing more than one project, then details need to be provided for each project. Failure to provide these items may invalidate the tender submission. |
| Specification            | The tenderer should ensure their priced submission for this tender is in accordance with the specification.   |
| Pricing Schedule         | The tenderer should ensure that the pricing schedule is completed in accordance with the tender deliverables and specification.   |
| Schedule of amendments   | This document outlines the contractual terms and conditions, these are draft pending final set of amendments and landlord's requirements.   |
| Responsibility Matrix    | Table highlighting each party's role as part of the installation team. Tenderers must ensure all items contained within have been allowed for as part of their submission.  |
| Tender Query Form        | All queries through the tender process should be submitted via this form in accordance with the steps specified in Section 3 (Instruction to Tenderers)   |

**Crowborough Town Council  
Summersales Contemplation  
Building Tender  
Section 7: Tender  
Deliverables**

## Tender Deliverables

The following documents must accompany the tender submission and will assist in the appointment of the preferred contractor. Please use the information provided to base your responses on.

| Ref | Deliverable  | Included |
|-----|--|----------|
| 1.0 | Completed Form of Tender   |          |
| 2.0 | Management structure and personnel   |          |
| 2.1 | The on-site and off-site management structures, working hours, number of nights worked in a 7 day week, responsibilities and lines of communication. Ensure non-English speaking personnel are able to receive English spoken site communications and instructions |          |
| 2.2 | The names and designations of the staff the tenderer proposes to provide for the management of the project from appointment to completion, together with a short account of their experience in similar role   |          |
| 3.0 | Site and quality control   |          |
| 3.1 | A Method Statement which takes into account good practice principles for site management and in particular the quality control methods to be employed.   |          |
| 3.2 | A Quality Statement covering all aspects relating to the resourcing, implementation and procurement of the works including demonstrating compliance with recognised quality standards.   |          |
| 3.3 | Details of Contractor's organisation and resources to safeguard the health and safety of operatives  |          |
| 3.4 | Details of the Contractor's proposals regarding working hours including hand over procedures between day and night supervision.  |          |
| 3.5 | Details of the Contractor's proposals for the delivery, loading and storage of materials and the removal of rubbish etc. from the site   |          |
| 3.6 | A description of how the tenderer will deal with any problem of restricted access and unlimited access for the employer's/main contractor's delivery vehicles  |          |
| 4.0 | The tenderer is to include the following insurance documents in their submission   |          |
| 4.1 | Employers Liability Insurance Policy   |          |
| 4.2 | Public Indemnity Insurance Policy  |          |
| 4.3 | Professional Indemnity Insurance Policy  |          |
| 4.4 | All Risks Insurance Policy   |          |
| 5.0 | Two 500 word case studies of a project similar to a store closure completed. Details to include what went well, what didn't go well and any lessons learnt   |          |
| 6.0 | Written confirmation that the tenderer has allowed for everything included within this document as part of their Tender price  |          |
| 7.0 | Value engineering proposals including detailing any potential changes to the specification for Crowborough Town Council consideration  |          |
| 8.0 | Details on how direct suppliers and contractors will be managed from a programme, phasing and CDM perspective  |          |

**Crowborough Town Council  
Summersales Contemplation  
Building Tender  
Section 8: Specification**

# DRAWING ISSUE SHEET



Job Stage: TENDER  
 Project: CROWBOROUGH CONTEMPLATION BUILDING  
 Client: CROWBOROUGH TC  
 Job No: -  
 Sheet No: 1

| Scale | Size | Date of Issue |   |    |  |  |  |  |  |  |  |  |  |
|-------|------|---------------|---|----|--|--|--|--|--|--|--|--|--|
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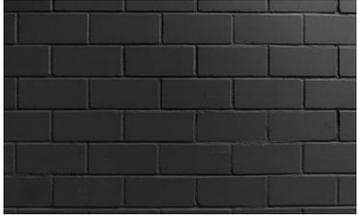
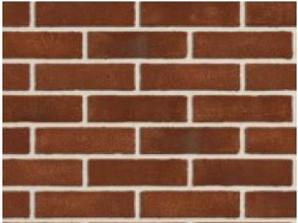
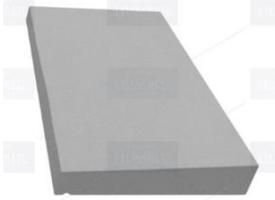
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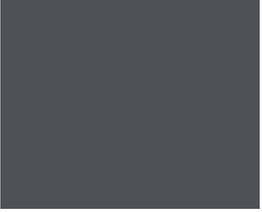
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|----------|---|-----------------------------|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|
| CDS      | CDS-SUM-CON-P-01  | PROPOSED LAYOUT PLAN        |  |  |  |  |  |  |  | 9 |  |  |  |  |  |  |  |  |
| CDS      | CDS-SUM-CON-P-0300-05                                     | PROPOSED PLANS & ELEVATIONS |  |  |  |  |  |  |  | 5 |  |  |  |  |  |  |  |  |
| CDS      | CDS-SUM-CON-P-301-A                                       | DECKING AND PATHWAY DETAILS |  |  |  |  |  |  |  | A |  |  |  |  |  |  |  |  |
| CDS      | CDS-SUM-CON-P-302-A                                       | SETTING OUT                 |  |  |  |  |  |  |  | A |  |  |  |  |  |  |  |  |
| CDS      | Geotechnical Report                                       |                             |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |
| SWH      | 203924-SWH-ZZ-XX-DR-C-5000-T01 Drainage Layouts & Details |                             |  |  |  |  |  |  |  | 1 |  |  |  |  |  |  |  |  |
| SWH      | 203924-SWH-ZZ-XX-DR-S-1000-T01 GAs & Details              |                             |  |  |  |  |  |  |  | 1 |  |  |  |  |  |  |  |  |
| JPP      | 26283Y_01 Feb 2023  | Topo survey                 |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |
| Hebhomes | 000-COVER SHEET   |                             |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |
| Hebhomes | 201-GROUND FLOOR - DIMENSIONS                             |                             |  |  |  |  |  |  |  | 4 |  |  |  |  |  |  |  |  |
| Hebhomes | 202-GROUND FLOOR - ELECTRIC                               |                             |  |  |  |  |  |  |  | 4 |  |  |  |  |  |  |  |  |
| Hebhomes | 204-ROOF PLAN   |                             |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |
| Hebhomes | 301-SECTION AA  |                             |  |  |  |  |  |  |  | 1 |  |  |  |  |  |  |  |  |
| Hebhomes | 401-PROPOSED ELEVATIONS                                   |                             |  |  |  |  |  |  |  | 4 |  |  |  |  |  |  |  |  |
| Hebhomes | 500-BUILD UP DETAILS                                      |                             |  |  |  |  |  |  |  | 3 |  |  |  |  |  |  |  |  |
| Hebhomes | 600-WINDOW SCHEDULE                                       |                             |  |  |  |  |  |  |  | 1 |  |  |  |  |  |  |  |  |
| Hebhomes | H_938_Outline Specification SIP P03                       |                             |  |  |  |  |  |  |  | 3 |  |  |  |  |  |  |  |  |

| Distribution | Reason for Issue | T |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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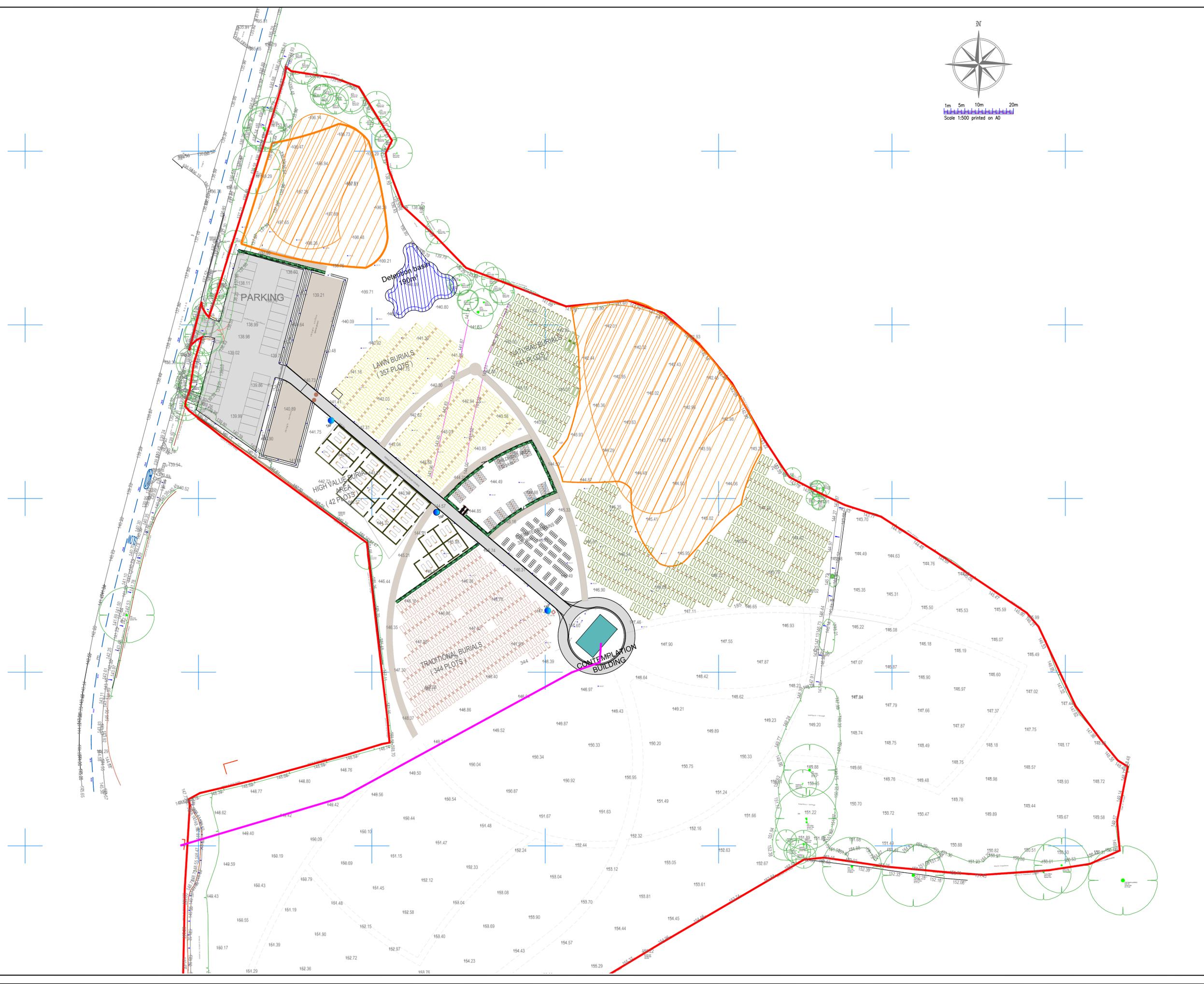
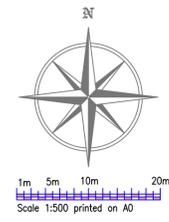
P= Preliminary, I=Information, E=Estimate, T=Tender, C=Construction, PP=Planning, BR= Building Regs, AP = Approval

## The CDS Group - Summersales Contemplation Building Proposed Materials

| Area                     | Type   | Product   | Finish / Style  | Photo   |
|--------------------------|--|---|---|---|
| External Walls above DPC | Horizontal scots larch cladding              | 22x150mm Scotlarch open jointed horizontal timber rainscreen cladding by Russwood or similar approved.  | Cladding to be finished with SiOO:X Original clear coating.               |    |
| External wall below dpc  | 140mm blockwork to Structural Engineer spec. | 140mm wide 7.3N/mm <sup>2</sup> hollow blockwork wall with H10 L bar reinforcement @ 440 ctrs. Voids to be infilled with high slump concrete with 10mm aggregate. | Blocks painted black  |    |
| Low wall around decking  | Facing brick.                                | DR6B<br>Regent Multi Stock - 65mm<br>Stock-Sand Faced<br>Unit: Per Thousand<br>Pack size: 624<br>Full Load size: 12480  | AAB Contact: Ian Griebenow 07841 996619 /<br>ian@aab.build, www.aab.build |   |
| Coping to brick wall     | Cast stone coping units                      | Humber cast stone, once weathered wall coping 1WEATHCP-300  |   |  |

|  |   |  |   |   |
|--|---|--|---|---|
| Windows                                      | Composite windows, double glazed            | Nordan NTech 1.2 high performance, factory finished timber windows and exterior door with aluminium cladding. Double glazed units with argon cavity fill and low energy coated glass to meet average U-value of 1.2 W/m <sup>2</sup> K. Windows and exterior doors to be manufactured to meet the requirements of PAS24: 2016.   | RAL7016 factory finished.                                 |    |
| Rainwater Goods                              | Galvanised metal gutters and downpipes.     | Lindab galvanised metal gutters & downpipes. Lindab 'Rainline' Rainwater Systems - A roof drainage system designed to be corrosion resistant, easy to install and vandal resistant. Consult with Lindab Ltd for design sizes, specification, and jointing details.   |   |    |
| External timber decking: 13.63 square metres | SW decking                                  | 25mm thick x 120mm width x 1800mm long natural pine decking boards on SW furring to give 1 in 100 fall away from building, on 100 x 225mm C16 SW beams at 1200mm centres on 300 x 300 x 50mm concrete paving slabs, on 150mm compacted MOT type 1  | BOARDS to be finished with SiOO:X Original clear coating. |    |
| External Paving :7 square metres.            | Concrete                                    |  | broom finish  |   |
| Roof covering                                | Pitched profiled metal roof over SIP panel. | Steadmans' AS13/3/990 single skin roof and wall systems with ColourCoat Prisma coating. Coated steel sheets rolled to corrugated profile with a depth of 18mm. Fixed as per manufacturers guidelines. Tested to BS 476-7:1997 AS roof and wall profiles achieve Class 1 surface spread of flame (Euroclass B), equivalent to Class 0 surface spread of flame as described in Approved Document B. When tested to BS 476-3:2004 the profiles achieve an FAA/SAA rating. | Finishes in colour RAL7016 Anthracite Grey.               |  |

|   |   |  |  |   |
|---|---|--|--|---|
| <p>Floor Finish: 47.5 square metres</p> | <p>Gerflor Luxury vinyl tiles Creations 55, Royal Oak Blond 0812.</p> |  |  |  <p><b>0441 Honey Oak</b><br/>Format : Planks/strips</p> |
|---|---|--|--|---|



- APPLICATION BOUNDARY
- ROADWAYS
- PATHWAYS
- PLASTIC REINFORCED GRASS TRACK
- WOODEN BOLLARDS
- WATER TAP
- EXISTING TREES
- CURRENT APPROVED PLANTING
- ARCHAEOLOGICAL REMAINS - NO BURIAL AREA
- DETENTION BASIN
- ELECTRICITY DUCT

|    |          |  |     |
|----|----------|--|-----|
| 09 | 05.10.20 | Electricity duct shown   | AJM |
| 08 | 14.12.18 | Edits to design to take account of archaeological remains and increase in no burial areas. Relocation of cremated remains memorialisation and detention basin. | AS  |
| 07 | 15.01.18 | Removal of post and rail fence. Remove children's area pond with consequent increase in children's graves. Removal of Pedestrian gate in carpark.              | PC  |
| 06 | 02.10.17 | Layout amended to accommodate french drain. Reduction of drainage and removal of pathways.   | PC  |
| 05 | 21.09.17 | Add current approved planting. High value plots across pathway. Wooden bollards to restrict general access.  | PC  |
| 04 | 13.07.17 | Additional High value plots. Move Childrens area   | PC  |
| 03 | 31.05.17 | Add Electric Ducting and Water Pipe to proposed buildings  | PC  |
| 02 | 30.05.17 | Amendments as per email 30.05.17 move maintenance building and increase turning circle   | PC  |
| 01 | 12.04.17 | Amendments as per Justins meeting with Town Council 11.04.17   | PC  |

CLIENT  
**CROWBOROUGH TOWN COUNCIL**

PROJECT  
**SUMMERSALES BURIAL GROUND**

TITLE  
**PROPOSED LAYOUT PLAN**



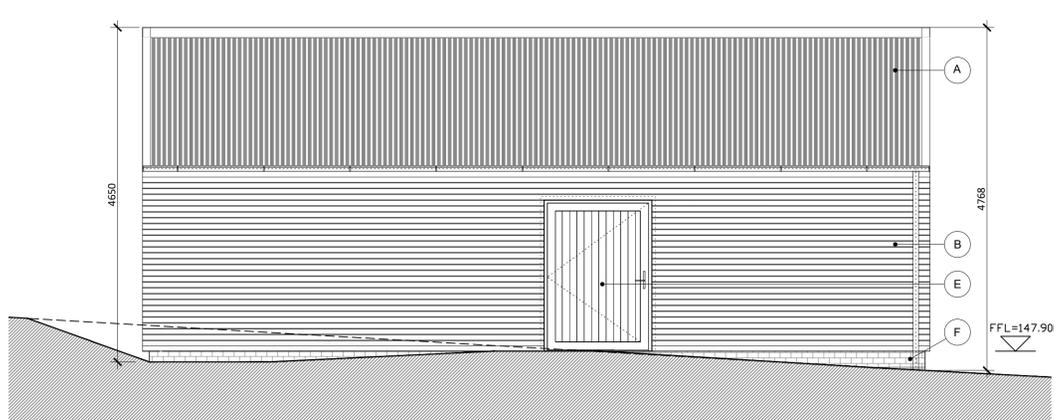
Building 51, Wrest Park  
Silsoe, Bedfordshire  
MK45 4HR

Tel: 01525 864387  
Email: info@cem-dev.co.uk  
Web: www.cem-dev.co.uk

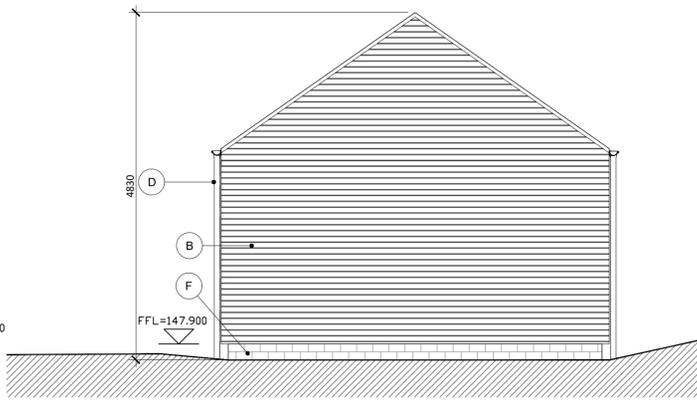
|                                   |                     |                           |
|-----------------------------------|---------------------|---------------------------|
| Drawn by:<br>AS                   | Approved by:<br>JJS | Drawing Status:<br>ISSUED |
| Scale 1: 500 @ A1<br>Sheet 1 of 1 |                     | Date: JAN 2016            |

|                                      |                   |
|--------------------------------------|-------------------|
| Drawing No:<br><b>CDS_CRB_SML_01</b> | Rev:<br><b>09</b> |
|--------------------------------------|-------------------|

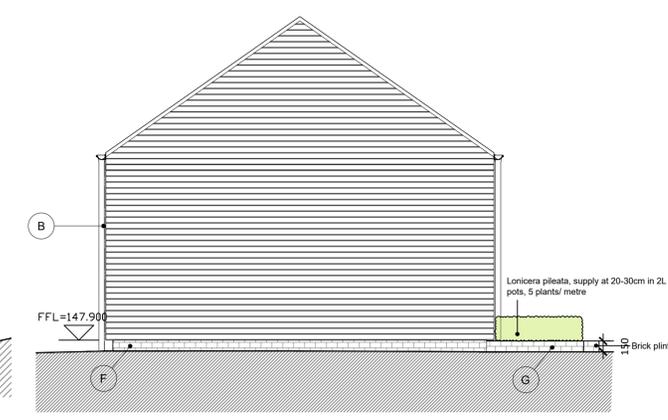
- A Profilled metal sheet roofing, powder coated to match RAL 7046
- B Horizontal Larch cladding
- C Double glazed unit, RAL 7016 Anthracite Grey
- D Galvanised metal gutters and downpipes
- E Solid timber door and a half, painted RAL 7016 Anthracite Grey
- F Blockwork painted black
- G Brick plinth



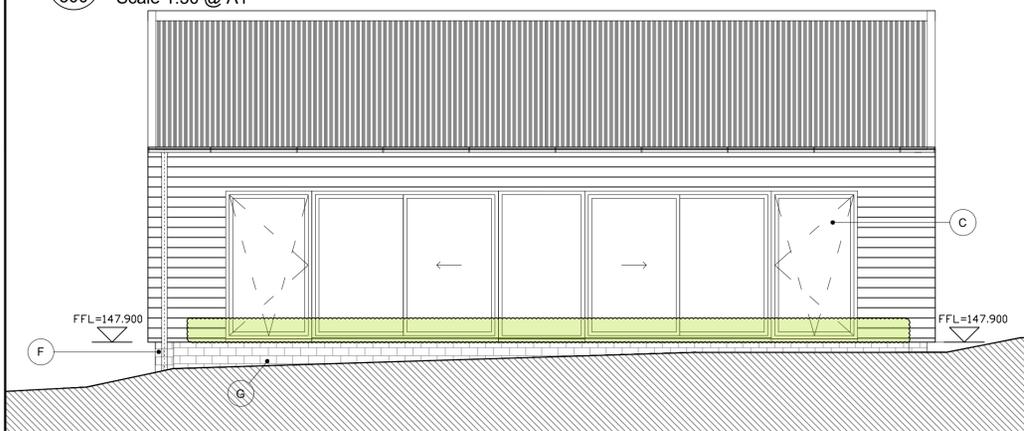
1 CONTEMPLATION BUILDING - SOUTH EAST ELEVATION  
 Scale 1:50 @ A1



2 CONTEMPLATION BUILDING - SOUTH WEST ELEVATION  
 Scale 1:50 @ A1



3 CONTEMPLATION BUILDING - NORTH EAST ELEVATION  
 Scale 1:50 @ A1



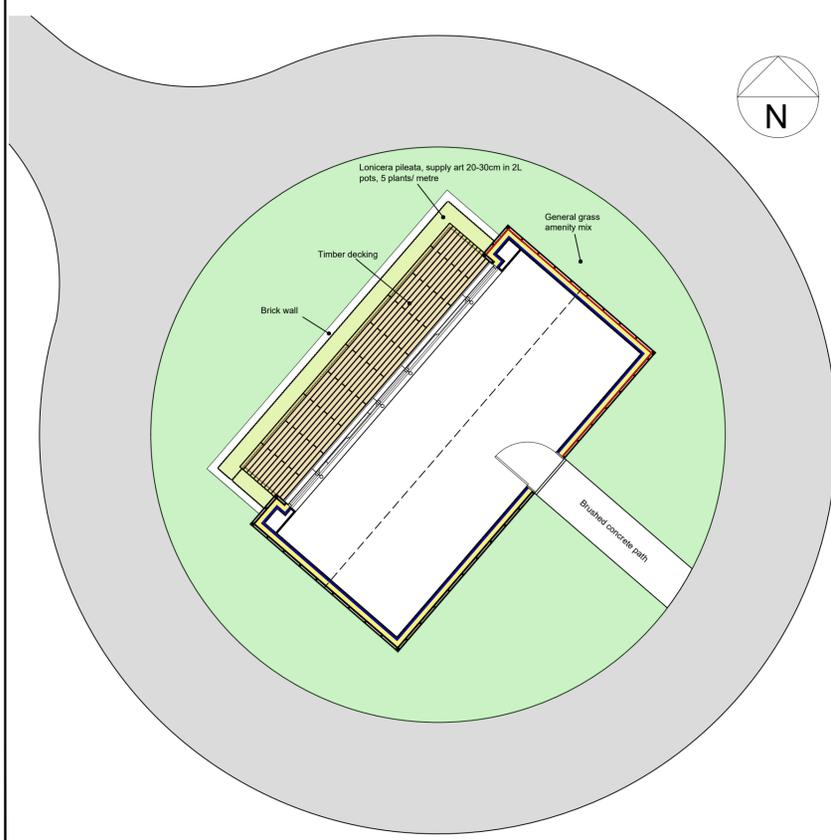
4 CONTEMPLATION BUILDING - NORTH WEST ELEVATION  
 Scale 1:50 @ A1



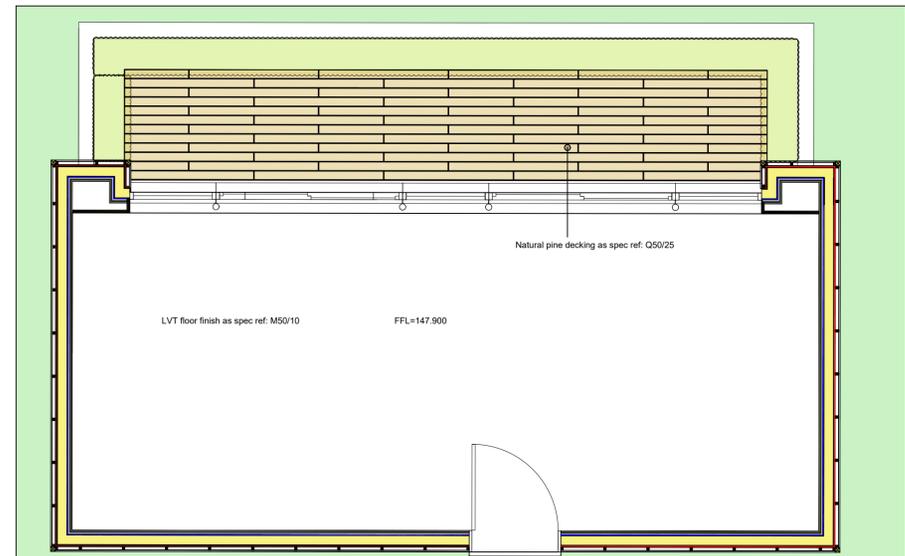
5 CONTEMPLATION BUILDING - 3d Visual  
 nts @ A1



6 CONTEMPLATION BUILDING - 3d Visual  
 nts @ A1



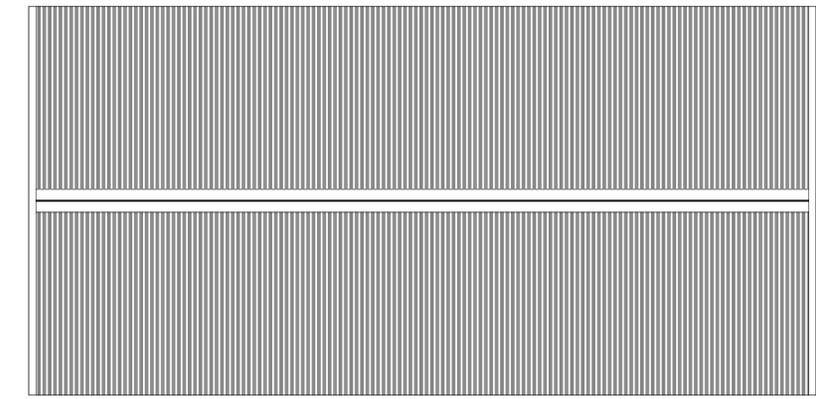
7 CONTEMPLATION BUILDING - SITE PLAN  
 Scale 1:100 @ A1



8 CONTEMPLATION BUILDING - PLAN  
 Scale 1:50 @ A1



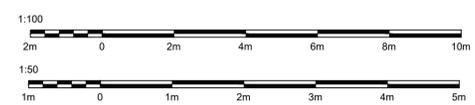
9 CONTEMPLATION BUILDING - 3d Visual  
 nts @ A1



10 CONTEMPLATION BUILDING - ROOF PLAN  
 Scale 1:50 @ A1



11 CONTEMPLATION BUILDING - 3d Visual  
 nts @ A1



| Rev | Date     | Description                                | By  |
|-----|----------|--|-----|
| 05  | 29.06.23 | Updated pre-tender                         | AJM |
| 04  | 03.05.23 | Updated visuals                            | AJM |
| 03  | 17.04.23 | Retaining wall omitted and levels adjusted | AJM |
| 02  | 29.09.22 | Plan, Roof Plan and scale bars added       | AJM |
| 01  | 26.09.22 | Updated generally                          | AJM |

CLIENT  
 CROWBOROUGH TOWN COUNCIL

PROJECT  
 SUMMERSALES CONTEMPLATION BUILDING

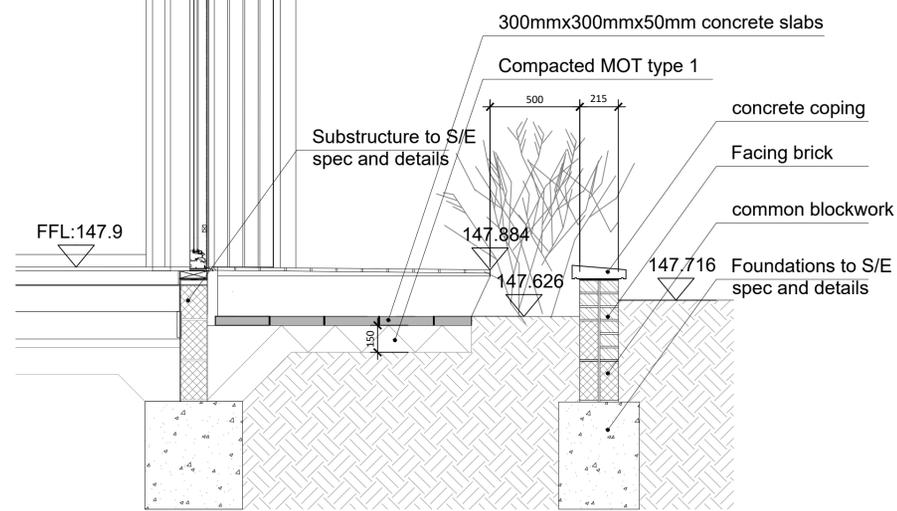
TITLE  
 PROPOSED PLANS & ELEVATIONS



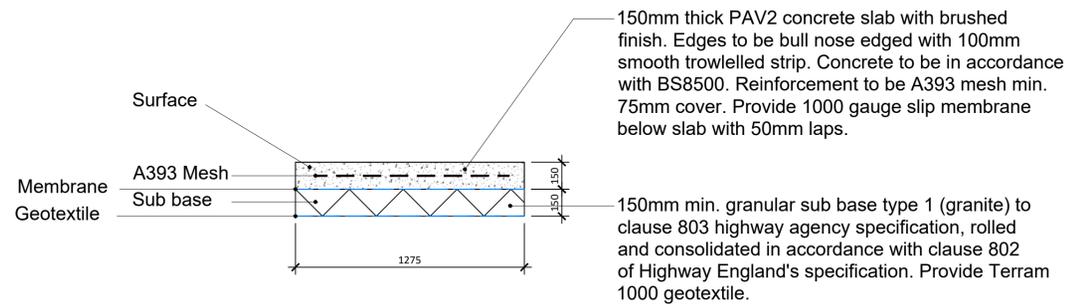
The CDS Group  
 Building 51, Wrest Park  
 Silsoe, Bedfordshire  
 MK45 4HS  
 +44 (0)1525 864387  
[www.thecdsgroup.co.uk](http://www.thecdsgroup.co.uk)

|                                    |                    |                             |
|------------------------------------|--------------------|-----------------------------|
| Drawn by:<br>AJM                   | Approved by:<br>LF | Drawing Status:<br>PLANNING |
| Scale VARIOUS @ A1<br>Sheet 1 of 1 | Date: SEPT. 2022   |                             |

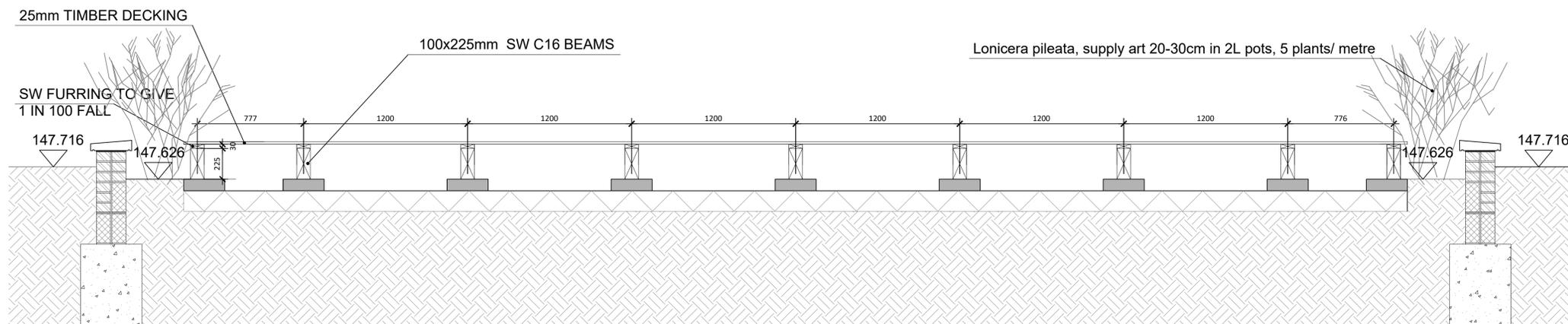
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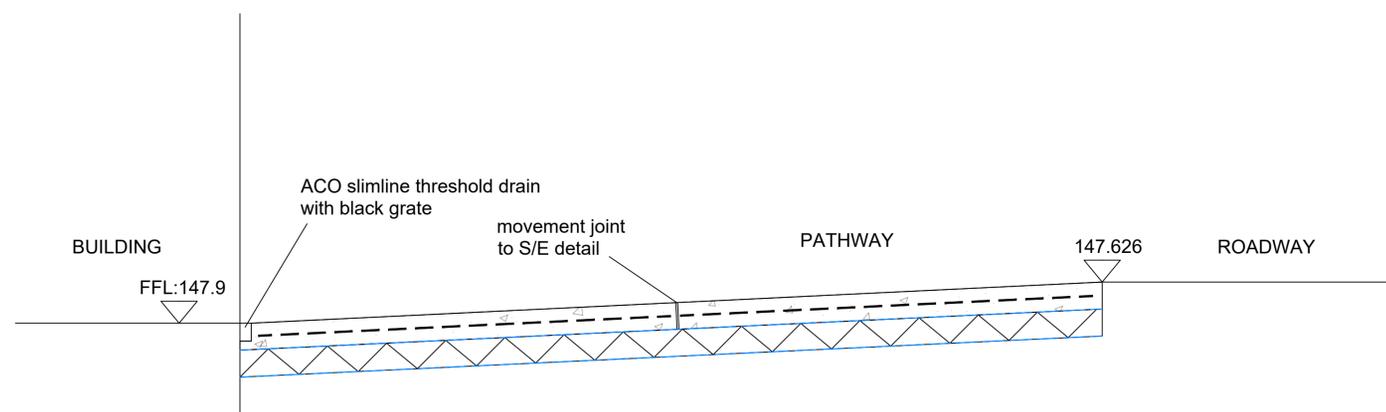
2 DECKING CROSS SECTION  
 Scale 1:20 @ A1



1 DECKING CROSS SECTION  
 Scale 1:20 @ A1



3 DECKING LONG SECTION  
 Scale 1:20 @ A1



3 PATH LONG SECTION  
 Scale 1:20 @ A1

| Rev | Date       | Description         | By  |
|-----|------------|---------------------|-----|
| A   | 30-06-2023 | Coordinates updated | ajm |

CLIENT  
 CROWBOROUGH TOWN COUNCIL

PROJECT  
 SUMMERSALES CONTEMPLATION BUILDING

TITLE  
 DECKING AND PATHWAY DETAILS

**CDS**

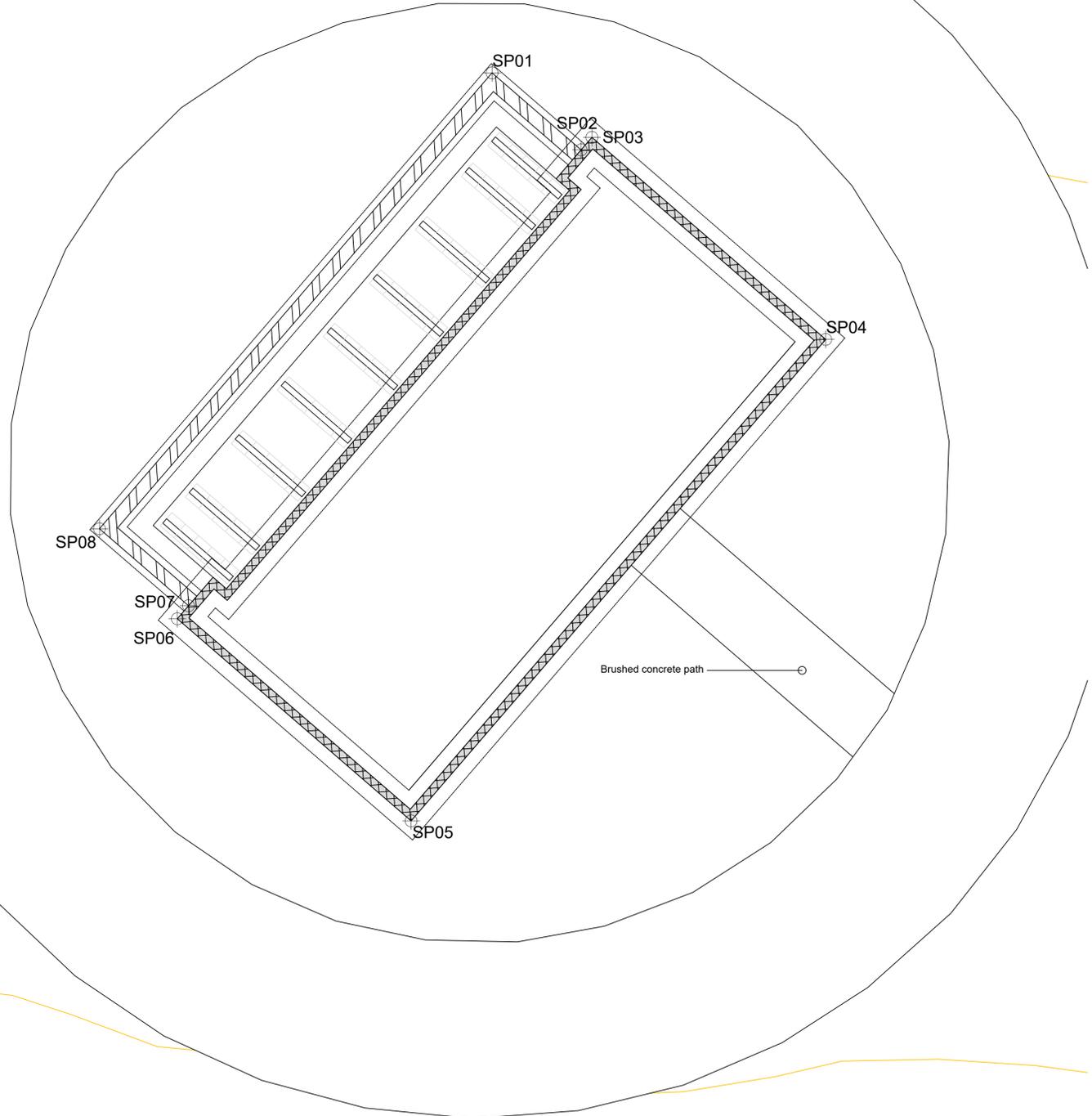
- Cemeteries & Crematoria
- Parks & Leisure
- Environmental Solutions

The CDS Group  
 Building 51, Wrest Park  
 Silsoe, Bedfordshire  
 MK45 4HS

+44 (0)1525 864387  
[www.thecdsgroup.co.uk](http://www.thecdsgroup.co.uk)

|                  |                    |                           |
|------------------|--------------------|---------------------------|
| Drawn by:<br>AJM | Approved by:<br>LF | Drawing Status:<br>TENDER |
| Scale: 1:20 @ A1 | Date: JUNE 2023    |                           |

Drawing : CDS\_SUM\_CON\_P\_301-A



| COORDINATES |            |            |       |
|-------------|------------|------------|-------|
| POINTS      | EASTING    | NORTHING   | LEVEL |
| SP01        | 551065.078 | 132467.340 |       |
| SP02        | 551066.597 | 132466.030 |       |
| SP03        | 551066.781 | 132466.244 |       |
| SP04        | 551070.766 | 132462.806 |       |
| SP05        | 551063.700 | 132454.618 |       |
| SP06        | 551059.716 | 132458.056 |       |
| SP07        | 551059.907 | 132458.277 |       |
| SP08        | 551058.389 | 132459.587 |       |

NOTE :  
Do not scale from this drawing, any dimensions must be verified on site by the contractor on site.

KEY :  
[Symbol] xx

| Rev | Date       | Description         | By  |
|-----|------------|---------------------|-----|
| A   | 30-06-2023 | Coordinates updated | ajm |

CLIENT  
**CROWBOROUGH TOWN COUNCIL**

PROJECT  
**SUMMERSALES CONTEMPLATION BUILDING**

TITLE



The CDS Group  
Building 51, Wrest Park  
Silsoe, Bedfordshire  
MK45 4HS  
+44 (0)1525 864387  
[www.thecdsgroup.co.uk](http://www.thecdsgroup.co.uk)

|                                  |                    |                           |
|----------------------------------|--------------------|---------------------------|
| Drawn by:<br>AJM                 | Approved by:<br>LF | Drawing Status:<br>TENDER |
| Scale 1:100 @ A1<br>Sheet 1 of 1 |                    | Date: June 2023           |

Drawing : CDS\_SUM\_CON\_P\_302-A

# Crowborough Contemplation Building

## Contract Works

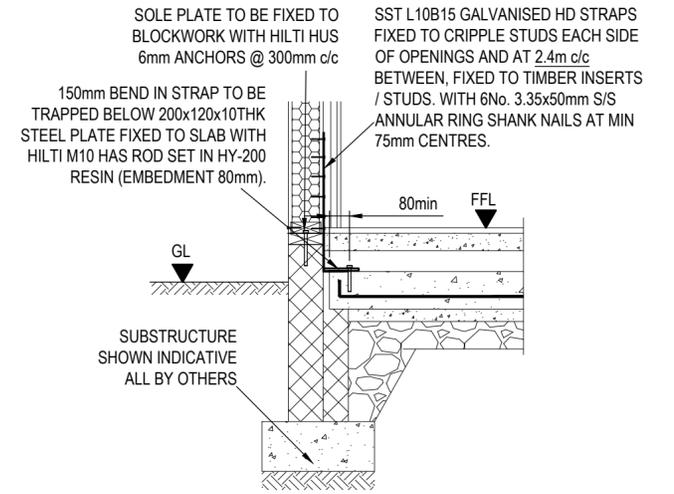
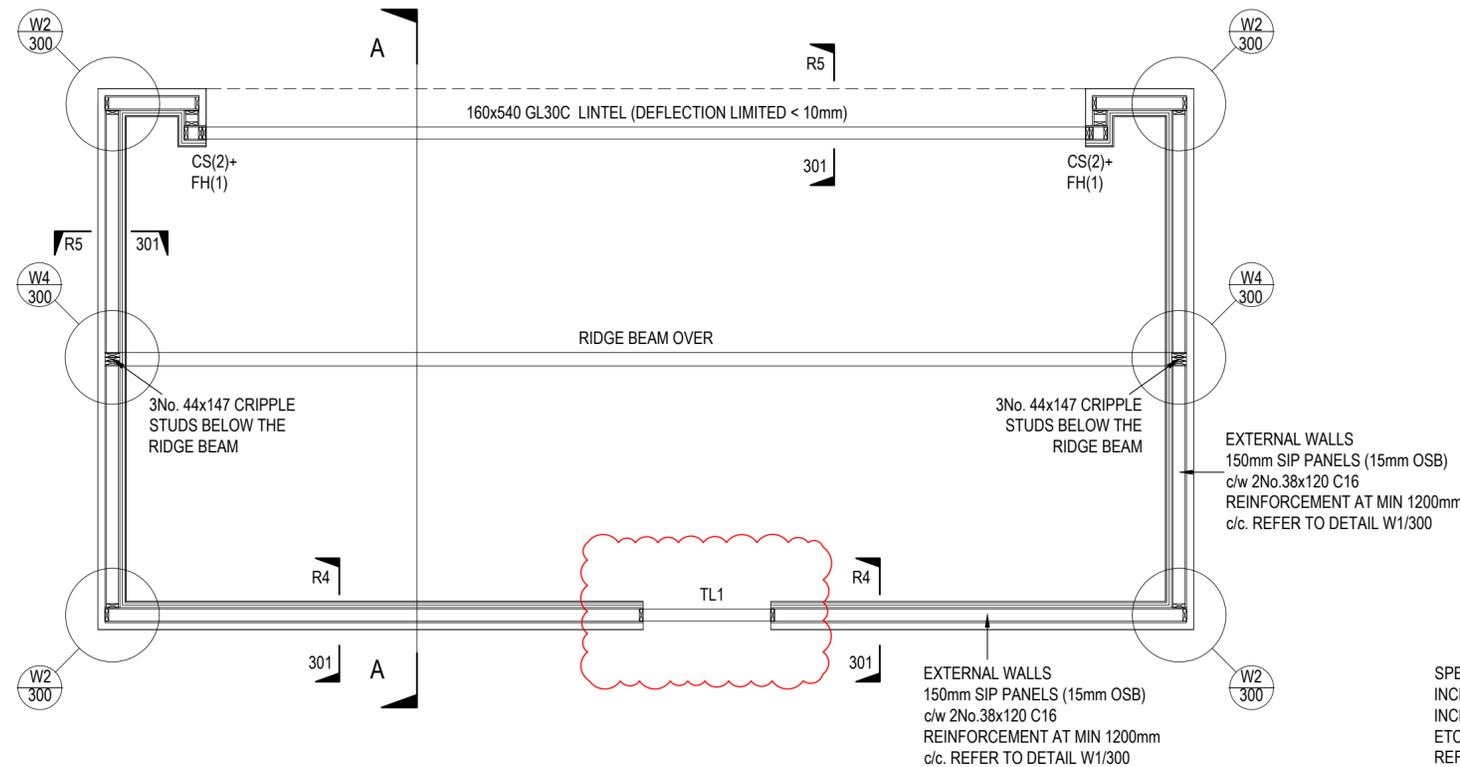
| Ref         | Item Description   | Q'ty | Unit | Rate | Total |
|-------------|--|------|------|------|-------|
| <b>1.00</b> | <b>Ground slab inc foundations</b>   |      |      |      |       |
| 1.01        | Clear site   |      |      | -    | -     |
| 1.02        | Protection to existing tarmac surfaces   |      |      | -    | -     |
| 1.03        | Works to site levels   |      |      | -    | -     |
| 1.04        | Screen and process cut material for re-use   |      |      | -    | -     |
| 1.05        | Displacing cut materials across site   |      |      | -    | -     |
| 1.06        | Soft spots, obstructions, ground water   |      |      | -    | -     |
| 1.07        | Grade RC28/35 concrete slab. A393 mesh top (50mm cover) 150mm MOT type 1 sub base and 50mm sand binded to level finish                               |      |      | -    | -     |
| 1.08        | Grade FND2 strip footing   |      |      | -    | -     |
| 1.09        | 140mm wide 7.3N/mm2 hollow blockwork wall with H10 L bar reeinfocement @ 440 ctrs. Voids to be infilled with high slump concrete with 10mm aggregate |      |      | -    | -     |
| 1.10        | 20mm compressible filler with approved polysulphide sealant top, around perimeter of slab  |      |      | -    | -     |
|             |  |      |      |      |       |
| <b>2.00</b> | <b>Retaining Walls</b>   |      |      |      |       |
| 2.01        | Excavate trench for foundation   |      |      | -    | -     |
| 2.02        | Screen and process cut material for re-use   |      |      | -    | -     |
| 2.03        | Displacing cut materials across site   |      |      | -    | -     |
| 2.04        | 450mm x 600mm deep concrete foundation to a minimum of 1,000mm below ground level  |      |      | -    | -     |
| 2.05        | Lay Tobermore segura grand retaining wall  |      |      | -    | -     |
|             |  |      |      |      |       |
| <b>3.00</b> | <b>Drainage (rates including excavation and reinstatement)</b>   |      |      |      |       |
| 3.01        | Surface water below ground drainage, uPVC pipework   |      |      | -    | -     |
| 3.02        | Surface water inspection chambers  |      |      | -    | -     |
| 3.03        | Surface water connection to existing inspection chamber  |      |      | -    | -     |
| 3.04        | Slimline threshold channels for entry to the building (non shown on plan so provisional sum allowance)   |      |      | -    | -     |

|             |   |  |  |  |   |   |
|-------------|---|--|--|--|---|---|
| 3.05        | Drainage points for installation of rain water downpipes                        |  |  |  | - | - |
|             |   |  |  |  |   |   |
| <b>4.00</b> | <b>External finishes</b>  |  |  |  |   |   |
| 4.01        | Roofing - Steel corrugated profile sheet in dark grey RAL 7016 Anthracite       |  |  |  | - | - |
| 4.02        | External wall cladding - Horizontal timber rainscreen cladding - Scottish larch |  |  |  | - | - |
| 4.03        | Sioo:x treatment to timber cladding   |  |  |  | - | - |
| 4.04        | Installation of free issue rooflights   |  |  |  | - | - |
| 4.05        | Rainwater gutters - Galvanised metal  |  |  |  | - | - |
| 4.06        | Fire stopping   |  |  |  | - | - |
|             |   |  |  |  |   |   |
| <b>5.00</b> | <b>External works/Landscaping</b>   |  |  |  |   |   |
| 5.01        | Clay quarry tiles laid to perimeter of building                                 |  |  |  | - | - |
| 5.02        | Timber decking to front of building   |  |  |  | - | - |
| 5.03        | Block paving laid for path  |  |  |  | - | - |
| 5.04        | Excavate and re-instate tarmac for drain run installation                       |  |  |  | - | - |
| 5.05        | Planting  |  |  |  | - | - |
|             |   |  |  |  |   |   |
| <b>6.00</b> | <b>Internal finishes</b>  |  |  |  |   |   |
| 6.01        | 38mm Gyproc Thermaline PIR to perimeter walls                                   |  |  |  | - | - |
| 6.02        | 38mm Gyproc Thermaline PIR to ceilings  |  |  |  | - | - |
| 6.03        | Prepare and decorate walls  |  |  |  | - | - |
| 6.04        | Prepare and decorate ceilings   |  |  |  | - | - |
| 6.05        | Floor finishes  |  |  |  | - | - |
|             |   |  |  |  |   |   |
| <b>7.00</b> | <b>M&amp;E</b>  |  |  |  |   |   |
| 7.01        | Incoming power supply   |  |  |  | - | - |
| 7.02        | Mains distribution  |  |  |  | - | - |
| 7.03        | Mains smoke detector  |  |  |  | - | - |
| 7.04        | Fire Alarm  |  |  |  | - | - |
| 7.05        | Pendant lighting  |  |  |  | - | - |
| 7.06        | 13A twin switched socket  |  |  |  | - | - |
| 7.07        | Saxby s.s external  |  |  |  | - | - |

|                                       |   |   |      |           |           |
|---------------------------------------|---|---|------|-----------|-----------|
| 7.08                                  | Saxby s.s external - PIR controlled   |   |      | -         | -         |
| 7.09                                  | Supply Ceiling mounted heaters - as per Infrared Heating Ltd quotation                                      | 1 | Item | 1,436.53  | 1,436.53  |
| 7.10                                  | Installation of ceiling mounted heaters   |   |      | -         | -         |
| 7.11                                  | 40w downlights  |   |      | -         | -         |
| <b>8.00 Other Items</b>               |   |   |      |           |           |
| 8.01                                  | Supply of modular building to supplied details - Heb Homes  | 1 | Item | 60,500.00 | 60,500.00 |
| 8.02                                  | Installation of modular building to supplied details - Heb Homes  |   |      | -         | -         |
| 8.03                                  | Works associated with installation of modular building (Heb homes exclusions)                               |   |      | -         | -         |
| <b>8.00 Tenderer additional items</b> |   |   |      |           |           |
|                                       | Tenderers are required to insert any item deem required to satisfy all requirements of the tender document: |   |      |           |           |
| 8.01                                  | ...   |   |      | -         | -         |
| 8.02                                  | ...   |   |      | -         | -         |
| 8.03                                  | ...   |   |      | -         | -         |
| 8.04                                  | ...   |   |      | -         | -         |
| <b>TOTAL CARRIED TO SUMMARY</b>       |   |   |      |           | <b>-</b>  |

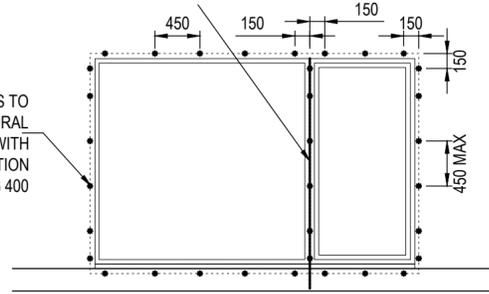


**SIP MANUFACTURER**  
 DESIGN OF SIP STRUCTURAL FRAME SHOWN ON THESE DRAWINGS IS BASED ON THE USE OF HEMSEC SIP SYSTEM. IF ANOTHER SYSTEM IS TO BE USED THEN THE SUPPLIER IS TO PROVE EQUIVALENCE TO THE DESIGNS SHOWN OR PROVIDE AN ALTERNATIVE STRUCTURAL DESIGN



**TYPICAL DETAIL A**  
 TYPICAL HOLDING DOWN DETAIL (LIGHTWEIGHT CLADDING)  
 SCALE 1:20

SPECIFICATION AND SUPPLY OF GLAZING ASSEMBLY IS TO INCLUDE GLASS, FRAMES & FIXINGS. THE SUPPLIERS REMIT IS TO INCLUDE ANY INTEGRAL STRENGTHENING (STEEL FLITCH PLATES ETC) THAT MAY BE REQUIRED AT MULLIONS AND TRANSOMS. REFER TO PERFORMANCE SPECIFICATION ON DRAWING 400



**GLAZING ELEVATION**  
 SHOWING INDICATIVE ARRANGEMENT  
 SCALE 1:50

FOR SECTIONS REFER TO DRAWING SS\_223009 / 301  
 FOR SUPERSTRUCTURE DETAILS REFER TO RELEVANT REFERENCED DRAWING  
 FOR NOTES, SPECIFICATIONS & PERFORMANCE SPECIFICATIONS REFER TO DRAWING SS\_223009 / 400

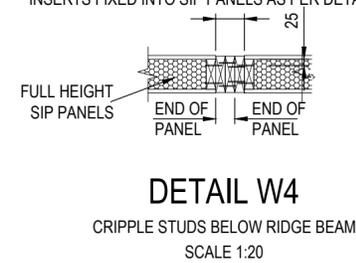
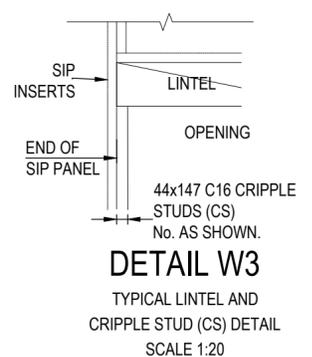
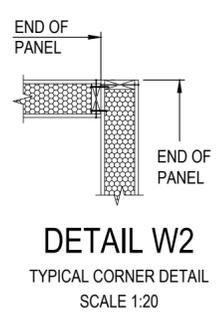
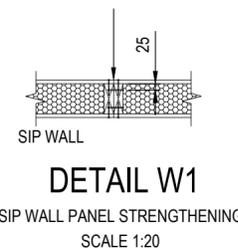
**LINTEL & CRIPPLE STUD SPECIFICATION**  
 TL1 - 135x180 GL28c  
 - 1No. 44x147 C16 CRIPPLE STUD UNLESS NOTED OTHERWISE.  
 ALL OTHER TIMBER / GLULAM LINTELS AS PER LAYOUT  
 CS(#) - CRIPPLE STUD (No.) EXT - 44x147 C16 min  
 INT - 44x97 C16 min  
 CS(#)- 147 - CRIPPLE STUD(No.) - 44x147 C16 TIMBERS  
 FIXED TOGETHER  
 CS(#) + FH(#) - CRIPPLE STUD(No. OF) + 44x147 C16 FULL HEIGHT STUDS (No. OF).

**GROUND FLOOR LAYOUT**  
 SCALE 1:50

2x38x120mm C16 TIMBER REINFORCING SPLINES AT EVERY PANEL JOINT, AT CENTRES AS NOTED ON LAYOUT (MAX 1.22m c/c). FIXED TOGETHER WITH 2 ROWS OF 4.0mm Ø x 70mm SCREWS @ 300mm STAGGERED c/c. 20mm MIN EDGE DISTANCE. REINFORCEMENT TO BE GLUED INTO SIP REBATE AT ALL INTERFACES WITH EXPANDING PU GLUE AND FIXED IN PLACE WITH 3.5mm Ø x 50mm SCREWS AT 150mm c/c, 18mm MIN EDGE DISTANCE. REPEATED BOTH SIDES.

ALL JOINTS, SIP TO TIMBER & TIMBER TO TIMBER, TO BE GLUED TOGETHER WITH EXPANDING PU GLUE AND FIXED IN PLACE WITH SCREWS AS NOTED:  
 • MIN 4.0mm Ø SCREWS AT 150mm c/c UNO.  
 • MIN POINTSIDE PENETRATION = 30mm  
 • MIN EDGE DISTANCE = 20mm

FULL HEIGHT 44x147 C16 CRIPPLE STUDS, No. AS LAYOUT, FIXED TOGETHER. ADDITIONAL 38x120mm C16 TIMBER INSERTS GLUED AND SCREWED TO STUDS. ALL FIXINGS TO BE 2 ROWS OF 4.0mm Ø x 70mm SCREWS @ 300mm STAGGERED c/c. 20mm MIN EDGE DISTANCE. INSERTS FIXED INTO SIP PANELS AS PER DETAIL W1



| Mark | Revision         | Date     | Drawn | Chkd | Appd |
|------|------------------|----------|-------|------|------|
| A    | FRONT DOOR MOVED | 11/07/23 | AH    | AH   | AH   |

**Drawing Issue Status**

**WARRANT**

**CROWBOROUGH**  
**CROWBOROUGH, EAST SUSSEX**

**GROUND FLOOR LAYOUT AND DETAILS**

Client  
**HEB HOMES LTD**

Architect  
**HEB HOMES LTD**

|                               |                |                |
|-------------------------------|----------------|----------------|
| Date of 1st Issue<br>05/06/23 | Designed<br>AH | Drawn<br>AH    |
| A2 Scale<br>1:20              | Checked<br>AH  | Approved<br>AH |

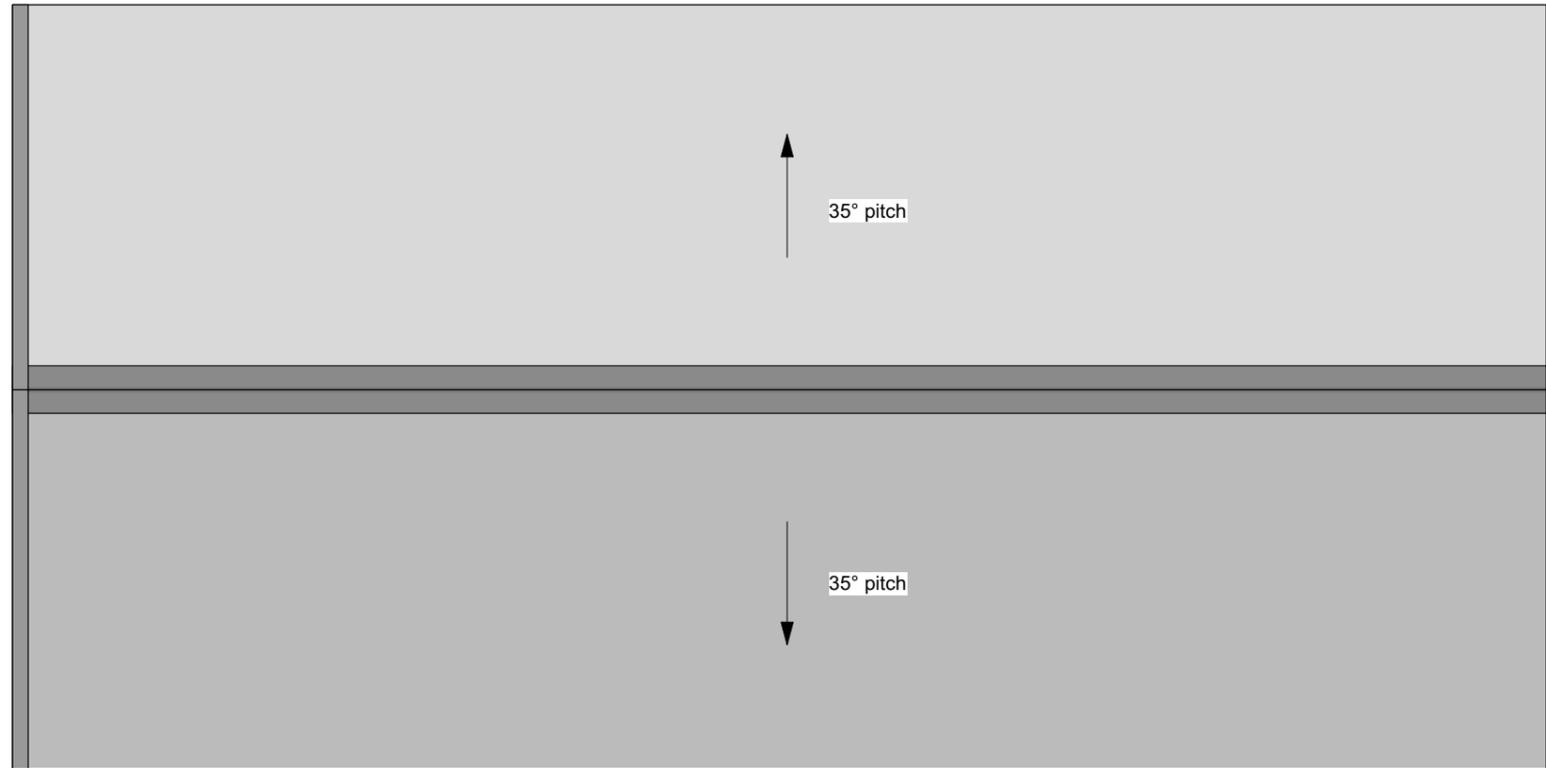
Drawing Number  
**SS\_223009 / 300**

Revision  
**A**

ADAM HEMMINGS STRUCTURAL SOLUTIONS  
 T: 0141 554 9356  
 M: 07889 922527  
 E: adam@ahstructuralolutions.co.uk

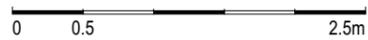
**GENERAL NOTE**

This drawing should be read in conjunction with architect's, and other consultants' drawings and specifications. Refer to written scope of works for further information. Any discrepancies on this drawing or between other information should be reported to the architect as soon as is practical at the address on the drawings. All work to be carried out in accordance with the relevant British Standards, Codes of Practice as set out in BS8000 and the current building regulations, as well as with the guidance to Accredited Construction Details (Scotland) Drawings to be read in conjunction with written scope of works. Contractor to liaise with CA as required.



**PROPOSED HOUSE FOR:**  
CROWBOROUGH TOWN COUNCIL

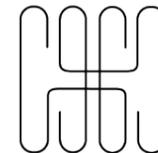
**SITE ADDRESS:**  
LAND AT SUMMERSALES FARM, LONDON ROAD,  
CROWBOROUGH, EAST SUSSEX, TN6 1TJ



Proposed External Finishes

**Walls:** Horizontal timber cladding  
**Roof:** Profiled aluminium in dark grey  
**Gutters:** Galvanised metal  
**Windows:** Timber framed windows in dark grey

| REV. | DATE | AMENDMENT |
|------|------|-----------|
|------|------|-----------|



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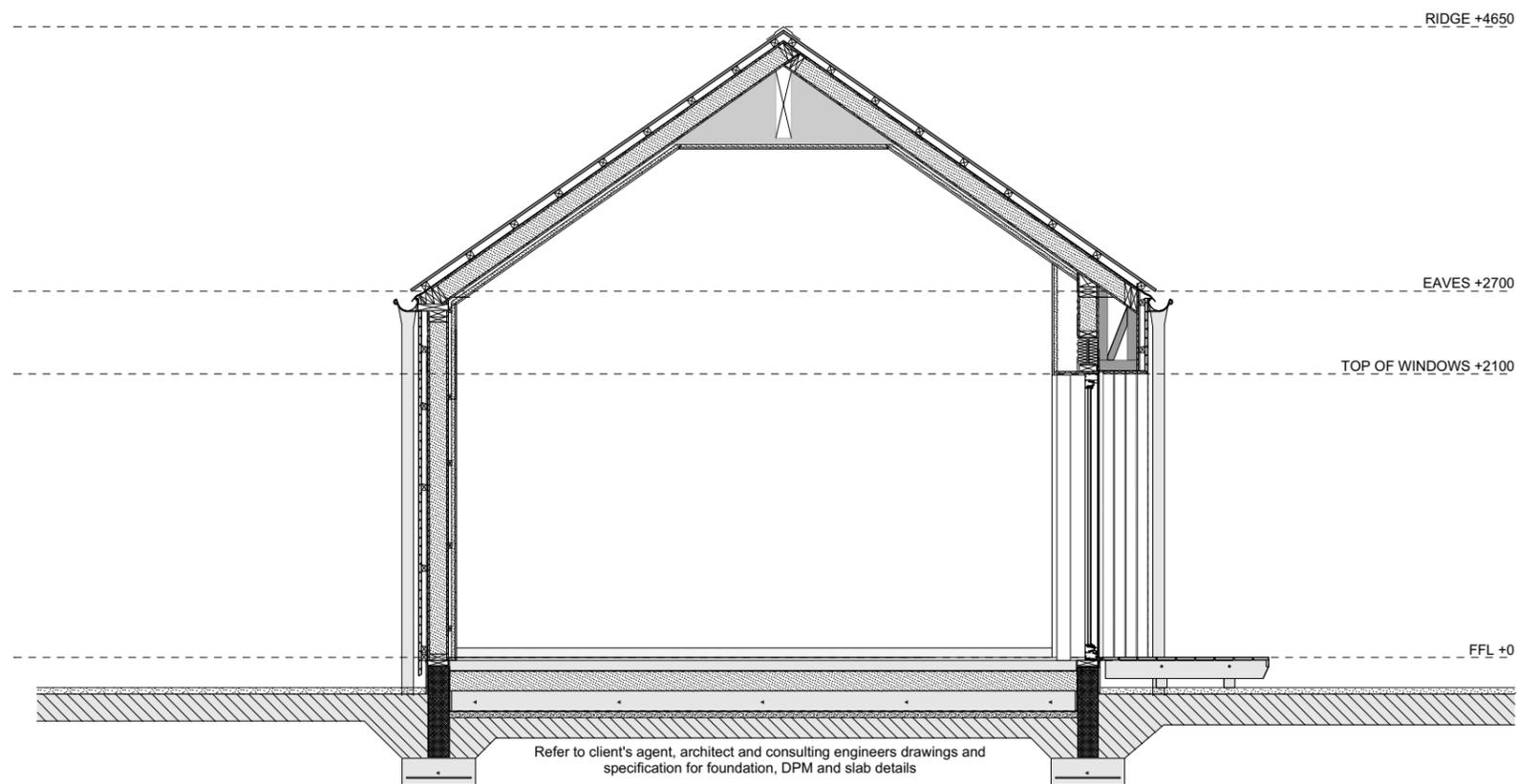
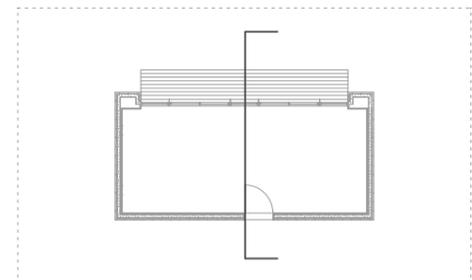
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|  |                           |   |                         |
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| <b>DRAWING SET</b><br>BUILDING CONTROL APPLICATION |                           | <b>CLIENT</b><br>H_938_CROWBOROUGH          |                         |
| <b>SCALE @ ISO A3</b><br>1:50                      | <b>DATE</b><br>21/03/2023 | <b>DRAWN BY</b><br>RG                       | <b>CHECKED BY</b><br>PM |
| <b>DRAWING TITLE</b><br>ROOF PLAN                  |                           |   |                         |
| <b>STATUS</b><br>S2                                |                           | <b>PURPOSE FOR ISSUE</b><br>For Information |                         |
| <b>DRAWING NO.</b><br>938-HH-204                   |                           | <b>REVISION</b>                             |                         |

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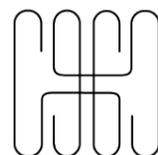
**SITE ADDRESS:**  
LAND AT SUMMERSALES FARM, LONDON ROAD,  
CROWBOROUGH, EAST SUSSEX, TN6 1TJ



Proposed External Finishes

**Walls:** Horizontal timber cladding  
**Roof:** Profiled aluminium in dark grey  
**Gutters:** Galvanised metal  
**Windows:** Timber framed windows in dark grey

| REV. | DATE       | AMENDMENT          |
|------|------------|--------------------|
| 1    | 14/04/2023 | CDS Group comments |



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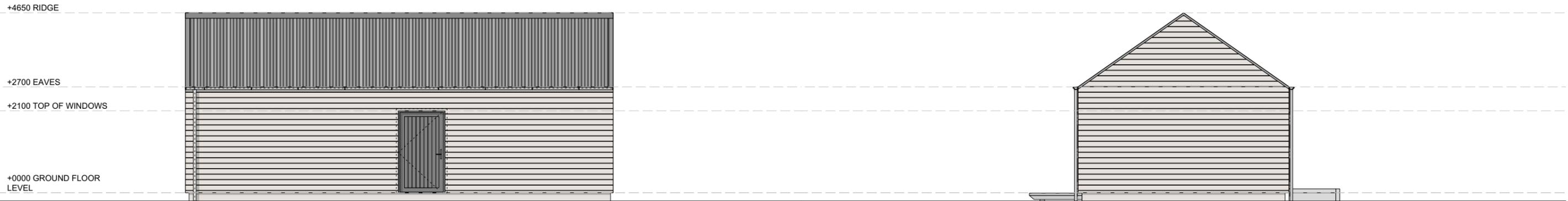
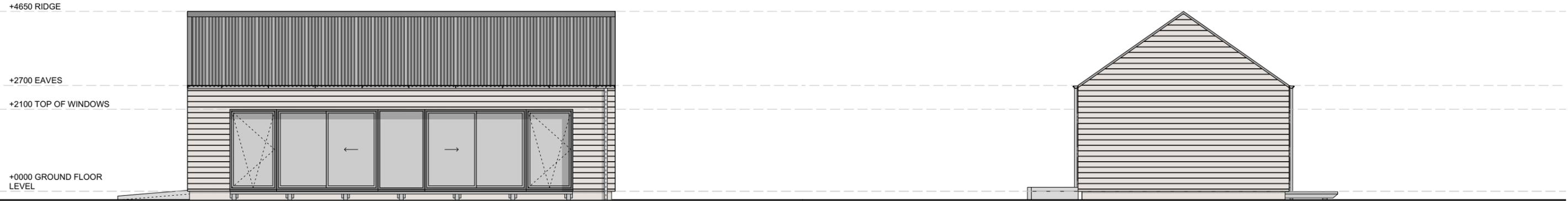
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| <b>SCALE @ ISO A3</b><br>1:50                      | <b>DATE</b><br>21/03/2023 | <b>DRAWN BY</b><br>RG                       | <b>CHECKED BY</b><br>PM |
| <b>DRAWING TITLE</b><br>SECTION AA                 |                           |   |                         |
| <b>STATUS</b><br>S2                                |                           | <b>PURPOSE FOR ISSUE</b><br>For Information |                         |
| <b>DRAWING NO.</b><br>938-HH-301                   |                           | <b>REVISION</b><br>1                        |                         |

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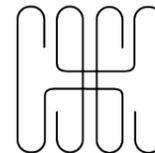
**SITE ADDRESS:**  
LAND AT SUMMERSALES FARM, LONDON ROAD,  
CROWBOROUGH, EAST SUSSEX, TN6 1TJ



Proposed External Finishes

**Walls:** Horizontal timber cladding  
**Roof:** Profiled aluminium in dark grey  
**Gutters:** Galvanised metal  
**Windows:** Timber framed windows in dark grey

| REV. | DATE       | AMENDMENT           |
|------|------------|---------------------|
| 1    | 14/04/2023 | CDS Group Comments  |
| 2    | 14/04/2023 | Horizontal Cladding |
| 3    | 17/04/2023 | CDS Group comments  |
| 4    | 22/06/2023 | CDS Group Comments  |



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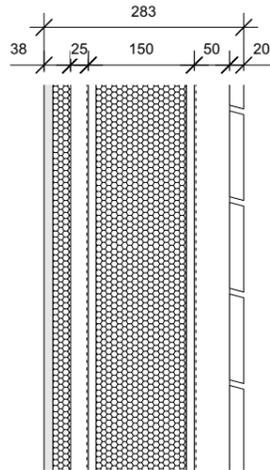
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| <b>DRAWING SET</b><br>BUILDING CONTROL APPLICATION |                           | <b>CLIENT</b><br>H_938_CROWBOROUGH          |                         |
| <b>SCALE @ ISO A3</b><br>1:100                     | <b>DATE</b><br>21/03/2023 | <b>DRAWN BY</b><br>RG                       | <b>CHECKED BY</b><br>PM |
| <b>DRAWING TITLE</b><br>PROPOSED ELEVATIONS        |                           |   |                         |
| <b>STATUS</b><br>S2                                |                           | <b>PURPOSE FOR ISSUE</b><br>For Information |                         |
| <b>DRAWING NO.</b><br>938-HH-401                   |                           | <b>REVISION</b><br>4                        |                         |

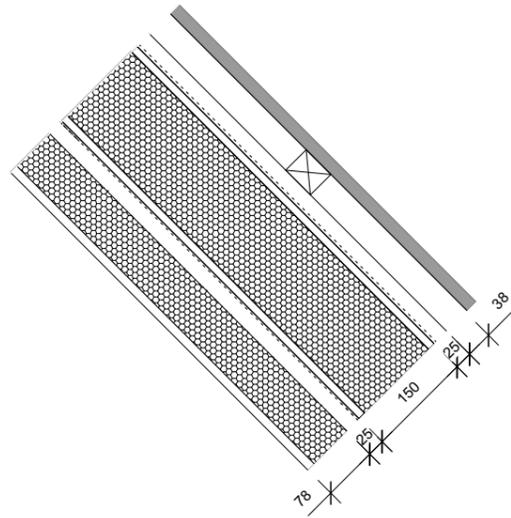


**EW1 - HORIZONTAL TIMBER CLADDING OVER SIP PANEL**  
U-VALUE:  $\leq 0.16 \text{ W/m}^2\text{K}$

*OUTSIDE*

- 20MM HORIZONTAL TIMBER RAINSCREEN CLADDING
- 50MM TREATED VERTICAL CLADDING BATTENS
- BREATHER MEMBRANE
- 150MM SIP PANEL
- VAPOUR CONTROL LAYER
- 25MM SERVICE VOID
- 38MM INSULATED PLASTERBOARD

*INSIDE*

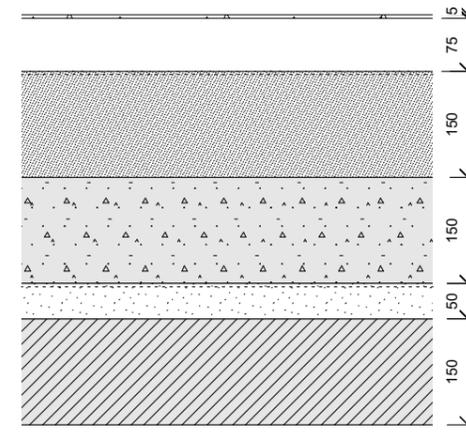


**R2 - PITCHED PROFILED METAL SHEET ROOF OVER SIP PANEL**  
U VALUE:  $\leq 0.12 \text{ W/m}^2\text{K}$

*OUTSIDE*

- PROFILED METAL SHEET ROOFING
- 38MM TREATED HORIZONTAL ROOFING BATTENS
- 25MM TREATED VERTICAL COUNTER BATTENS
- LR ROOFING UNDERLAY
- 150MM SIP PANEL
- VAPOUR CONTROL LAYER
- 25MM SERVICE VOID
- 78MM INSULATED PLASTERBOARD

*INSIDE*



**F1 - GROUND BEARING CONCRETE SLAB**  
U VALUE:  $\leq 0.15 \text{ W/m}^2\text{K}$

- 5MM FLOOR FINISH ALLOWANCE
- 75MM SCREED
- POLYTHENE SEPARATION LAYER
- 150MM RIGID INSULATION
- 150MM CONCRETE SLAB
- DAMP PROOF MEMBRANE
- 50MM SAND BLINDING
- 150MM COMPACTED TYPE 1 MATERIAL

**GENERAL NOTE**

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**PROPOSED HOUSE FOR:**  
CROWBOROUGH TOWN COUNCIL

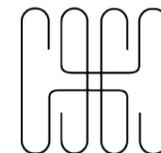
**SITE ADDRESS:**  
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CROWBOROUGH, EAST SUSSEX, TN6 1TJ



Proposed External Finishes

- Walls:** Horizontal timber cladding
- Roof:** Profiled aluminium in dark grey
- Gutters:** Galvanised metal
- Windows:** Timber framed windows in dark grey

| REV. | DATE       | AMENDMENT          |
|------|------------|--------------------|
| 1    | 22/06/2023 | CDS Group comments |
| 2    | 28/06/2023 | CDS Group comments |
| 3    | 29/06/2023 | CDS Group comments |



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|  |                           |   |                         |
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| <b>DRAWING SET</b><br>BUILDING CONTROL APPLICATION |                           | <b>CLIENT</b><br>H_938_CROWBOROUGH          |                         |
| <b>SCALE @ ISO A3</b><br>1:100                     | <b>DATE</b><br>21/03/2023 | <b>DRAWN BY</b><br>RG                       | <b>CHECKED BY</b><br>PM |
| <b>DRAWING TITLE</b><br>BUILD UP DETAILS           |                           |   |                         |
| <b>STATUS</b><br>S2                                |                           | <b>PURPOSE FOR ISSUE</b><br>For Information |                         |
| <b>DRAWING NO.</b><br>938-HH-500                   |                           | <b>REVISION</b><br>3                        |                         |





Specification notes relative to Building Warrant Application for proposed building at:

**Land at Summersales Farm, London Road, Crowborough, East Sussex, TN6 1TJ**

**Applicant**

Crowborough Town Council  
Pine Grove  
Crowborough  
TN6 UK

**Agent**

HebHomes  
1.07 McLellan Works  
274 Sauchiehall Street  
Glasgow  
G2 3EH

**General**

These notes should be read in conjunction with Architect's other drawings and accompanying notes and in conjunction with other consultants' drawings and specifications. Any discrepancies on these notes or between other information should be brought to Architect's attention immediately. All dimensions to be checked on site prior to the commencement of work. Do not scale from drawings.

All work to be carried out in accordance with the relevant British Standards, Codes of Practice (as set out in BS 8000) and the relevant current building regulations. Construction must also comply with NHBC, TRADA and related codes of practice. Refer to manufacturer's instructions for use of specified products.

All work to be carried out in accordance with The Construction (Design and Management) Regulations:2015 and to Health and Safety at Work Act 1974.

All named products may be substituted with equivalents which are approved by the client and meet all required performance and regulatory requirements.

**Use of Building**

The proposed building is to be used as a contemplation space for users of the cemetery. The building will be used for a few hours at a time by visitors on an infrequent basis for services and visits.



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  - 1.1 Floors**
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- 2.0 Material Specification**
  - 2.1 Floor**
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  - 3.1 Disposal Installation**
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  - 3.4 Ventilation System**
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## 1.0 PROPOSED CONSTRUCTION BUILD-UPS

### 1.1 Floors

#### F1: Ground Bearing Concrete Slab

U-value: 0.15 W/m<sup>2</sup>K

|       |  |
|-------|--|
| 20mm  | Allowance for floor finish as chosen by the client |
| 75mm  | Screed   |
|       | Polythene separation layer                         |
| 150mm | Rigid insulation                                   |
| 150mm | Concrete slab                                      |
|       | Damp proof membrane                                |
| 50mm  | Sand blinding                                      |
| 150mm | Compacted type 1 material base                     |

### 1.2 Walls

#### 1.2.1 External Walls

#### EW1: Horizontal Timber Cladding Over SIP Panel

U-value: 0.16 W/m<sup>2</sup>K

|       |                            |
|-------|----------------------------|
| 38mm  | Insulated plasterboard     |
| 25mm  | Service void               |
|       | Vapour control layer       |
| 150mm | SIP wall panel             |
|       | Breather membrane          |
| 50mm  | Timber cladding battens    |
| 20mm  | Horizontal timber cladding |

### 1.3 Roof

#### 1.3.1 Main Roof

#### R2: Pitched Profiled Metal Sheet Over SIP Panel

U-value: 0.12 W/m<sup>2</sup>K

|       |                              |
|-------|------------------------------|
| 18mm  | Profiled metal sheet roofing |
| 38mm  | Timber roofing battens       |
| 25mm  | Timber counter battens       |
|       | Roofing underlay             |
| 150mm | SIP roof panel               |
|       | Vapour control layer         |
| 25mm  | Service void                 |
| 78mm  | Insulated plasterboard       |



## 2.0 MATERIAL SPECIFICATION

### 2.1 Floors

#### 2.1.1 Sub-structure

Concrete slab to structural engineer's specification over DPM and blinded hardcore base. Ensure that height of slab allows correct internal floor construction as shown in drawings.

Rigid insulation on top of slab, fit perimeter insulation to perimeter walls up to top of soleplate, clip underfloor heating pipes to insulation and pour screed to level with top of soleplate. No insulation or underfloor heating to be fitted at area of constructional hearth. Construction hearth must be a minimum of 125mm thick and should be poured at same time as screed, finishing at same level. Fit underfloor heating system entirely in accordance with manufacturer's instructions. Ensure all correct expansion gaps and joints throughout perimeter. If alternate heating system is chosen by client, refer to drawings and specifications from heating engineer and manufacturer's instructions.

#### 2.1.5 Decking

Timber decking by client built to TRADA/TDA specification. Timber: Naturally durable or pre-treated to the correct use class. Timber Grade (Strength Class): C16 minimum. Board spacing 5mm min – 8mm max; where board abuts a post allow 5mm; where board ends meet allow 3mm. To aid drainage, build a gentle fall of 1:100 into the deck.

### 2.2 Walls

#### 2.2.1 Cladding – Horizontal Timber

22x150mm Scotlarch open jointed horizontal timber rainscreen cladding by Russwood or equivalent on battens as per TRADA specification. Cladding to be finished with SiOO:X Original clear coating. Line through larch cladding boards at openings to avoid cutting of profile. 6m length boards at gable any breaks in cladding to be agreed with client prior to installation. Fit insect mesh at bottom of cavity. Boards to be laid out at equal distance apart whilst ensuring no cutting at openings. Start cladding at openings and work out spacings between carefully. Do not notch boards. If using a nail gun, do not set too high, avoid "bullet hole" effect by using a low setting and tapping nail flush with hammer. To prevent staining to cladding, always use stainless steel fixings.

Firestops at top of cavity, between floors, at building corners and around all openings to meet TRADA, NHBC and building regulations requirements.

50x38mm vertical treated cladding battens, to be finished with OSMO black oil or equivalent.

#### 2.2.2 Superstructure

SIP (Structural Insulated Panels) by Hemsec (or equal) comprising of two layers OSB/3 board (softwood flakes/strands bonded together with MUPF (melamine urea-phenolic) resin, MDI (diisocyanate diphenylmethane) binder and waxes) bonded by pressure injection to CFC free/ODP zero polyurethane closed cell foam. Manufactured to the specification detailed in BS EN 300: 1997 for OSB/3. Width up to 1200mm, wall heights up to 3000mm, roof panels up to 6500mm

#### 2.2.3 Internal Wall and Ceiling Finishes

78mm insulated plasterboard to be used to external walls and spandrel panels.

#### 2.2.4 Windows

Nordan NTech 1.2 high performance, factory finished timber windows and exterior door with aluminium cladding. RAL7016 factory finished. Double glazed units with argon cavity fill and low energy coated glass to meet average U-value of 1.2 W/m<sup>2</sup>K. Windows and exterior doors to be manufactured to meet the requirements of PAS24: 2016.



## 2.2.5 Insulation

Hemsec SIP Loadbearing Wall and Roof Panels are structural elements consisting of internal and external skins of oriented strand board, Type 3 (OSB/3) to BS EN 300: 2006, with an insulation core of closed cell polyurethane (PUR). The panels are connected by the use of OSB/3 splines, 15 mm by 100 mm by 1200 mm or timber splines, 47 mm thick C16 grade to suit panel thickness (cut to length as required), located in preformed rebates within the PUR core. Openings are formed with pre-cut panels. Timber framing and inserts for openings and at junctions are installed on site.

## 2.3 Roof

### 2.3.1 Roofing

Steadmans' AS13/3/990 single skin roof and wall systems with ColourCoat Prisma coating. Coated steel sheets rolled to corrugated profile with a depth of 18mm. Fixed as per manufacturers guidelines. Finishes in colour RAL7016 Anthracite Grey. Tested to BS 476-7:1997 AS roof and wall profiles achieve Class 1 surface spread of flame (Euroclass B), equivalent to Class 0 surface spread of flame as described in Approved Document B. When tested to BS 476-3:2004 the profiles achieve an FAA/SAA rating.

### 2.3.4 Rainwater goods

*Lindab* galvanised metal gutters & downpipes. *Lindab 'Rainline' Rainwater Systems* - A roof drainage system designed to be corrosion resistant, easy to install and vandal resistant. Consult with *Lindab Ltd* for design sizes, specification, and jointing details.

## 2.4 Membranes and Airtightness

Roofing underlay to pitched roofs to be Glidevale VP400 or equivalent type LR class W1 underlay, installed in accordance with manufacturer's fixing instructions utilising Glidevale Protect OFV Eaves Skirt at gutter.

Breather membrane to outside face of all external walls to be Glidevale Protect 5000 Façade or equivalent UV stable, class W1 breather membrane with equal water vapour transmission resistance, specifically designed for use in open jointed wall cladding applications. To be installed in accordance with manufacturer's fixing instructions utilising Glidevale Protect Reinforced Universal Tape.

Vapour control layer to inside face of all external wall and roof panels to be Glidevale Protect VC Foil Ultra or equivalent low emissivity material with equal water vapour transmission resistance. To be installed in accordance with manufacturer's fixing instructions utilising Glidevale Protect VC Foil Tape.

## 3.0 SERVICES

### 3.1 Disposal Installations

No water supply necessary given nature of building's use. All drains to be tested and approved before covering over. Handholes/rodding eyes to be fitted at all new connections into existing stacks. Any redundant connections to be capped and sealed. Gully traps to the base of all new rainwater pipes.

Drainage system outside dwelling to be constructed and installed in accordance with the recommendations in BS EN12056-1:2000, BS EN752:2017 and BS EN1610:2015.

### 3.2 Water Installations

No water supply necessary given nature of building's use.

### 3.3 Space Heating and Ventilation



All appliances in ventilation and heating system should be inspected and commissioned in accordance with manufacturers' instructions, heating engineer design and building standards to ensure optimum energy efficiency. Contractor to be MCS registered and commissioning certificates to be made available on completion. Written information should be made available for the use of the occupier on the operation and maintenance of the heating and hot water service system and any decentralised equipment for power generation to encourage optimum energy efficiency.

Heating system to be capable of maintaining a temperature of 21°C in at least 1 apartment and 18°C elsewhere, when the outside temperature is -4°C.

Heating and hot water pipes to be insulated to BS 5422: 2009 to ensure maximum efficiency according to manufacturer's guidance.

Each zone to have independent temperature control by means of room thermostats and a central heating and hot water programmer with weather compensation.

#### Air Tightness Testing

An air tightness test requires to be carried out prior to the completion stage of the structure.

- Testing is to be in accordance with BS EN ISO 9972:2015 - 'Thermal Performance Of Buildings - Determination Of Air Permeability Of Buildings - Fan Pressurization Method'
- Testing is to be carried out by persons who can demonstrate relevant, recognised expertise in measuring the air permeability of buildings.
- The person carrying out the testing should be a member of a professional organisation which accredits members as competent to test and confirm the results of testing.
- Dwelling to comply with design level stated in SAP calculation.

### **3.4 Ventilation Systems**

All ventilation services are to be inspected and commissioned in accordance with the manufacturer's instructions to ensure optimum energy efficiency. Written information on the operation and maintenance of the ventilation systems is to be made available to the occupier to ensure optimum energy efficiency.

### **3.5 Electrical Installations**

#### Electrical Installation:

All electrical work to be carried out by a competent contractor. The complete installation, (i.e. design, construction, inspection and testing) will be carried out in strict accordance with BS7671:2018 (IEE Wiring Regulations, 18th Edition) incorporating any amendments and in compliance with other Building Regulations, in particular, will not compromise fire stopping, structural integrity, sound insulation, thermal insulation and other related matters. The contractor will provide the relevant certification at the completion of this part of the work.

#### Electrical Fixtures:

To be positioned to comply with current building regulations:

- Light switches should be positioned between 900mm and 1100mm above FFL.
- All electrical fixtures will be positioned not more than 1.2 m above floor level.
- Standard switched or unswitched socket outlets and outlets for other services such as telephone or television should be positioned at least 400mm above floor level. Above an obstruction, such as a worktop, fixtures should be at least 150mm above the projecting surface.
- All to be positioned 350mm from an internal corner, projecting wall or similar obstruction.
- A minimum of 75% of the fixed light fittings and lamps to be low energy type with a luminous efficacy at least 45 lumens/circuit watt.



### Artificial Lighting

100% of fixed light fittings and lamps installed are to be of low energy type. The fittings may be either : dedicated fittings which have separate control gear and will only take fluorescent lamps (pin based lamps) or fittings including lamps with integrated control gear (bayonet or Edison screw based lamps.) e.g. tubular fluorescent and compact fluorescent (CFL) with a luminous efficiency of not less than 75 lumens/circuit watt.

Fixed light fittings include only the main light sources to a room, not display or feature lighting such as picture lights, kitchen wall cupboard lights, over mirror lights. A light fitting may contain 1 or more lamps and a group of lamps operated by the same switch should be counted as 1 fitting, eg a pair of wall lights. Low energy light fittings are to include the provision of lamps/bulbs.

## **3.6 Communication Systems**

### Fire Detection and Alarm System Generally

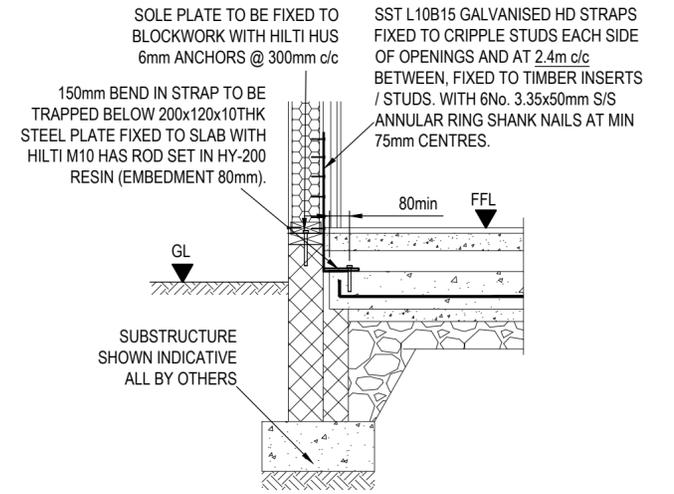
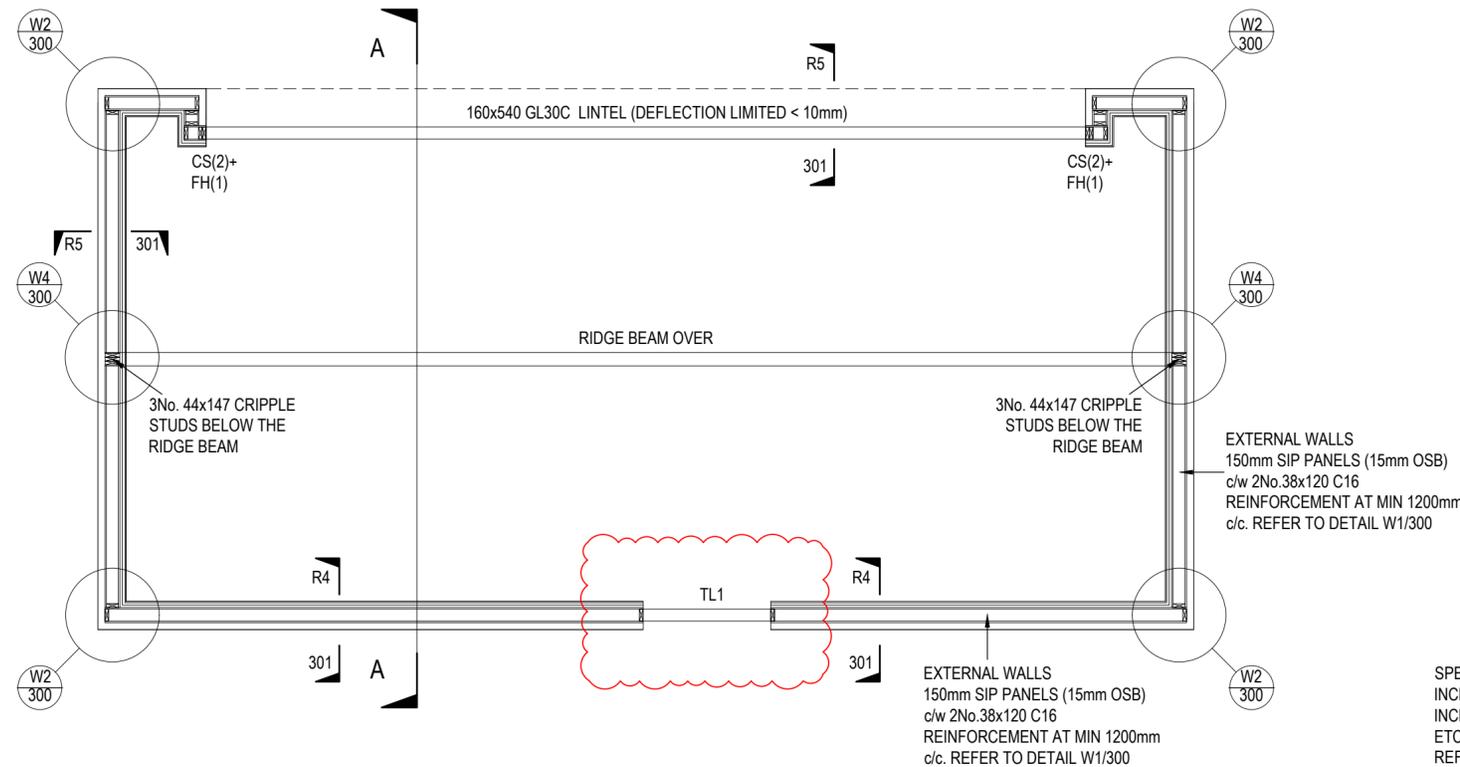
Fire detection system to be a Grade M system in accordance with BS5839: Part 6: 2019. All smoke detectors to have stand-by supply and where appropriate to be wired on a separate supply to BS 5446: Part 1: 2020. Smoke detectors to be interconnected so that detection of a fire in one of them operates the alarm signal in all of them. Design to maintain individual smoke alarm operation during an interconnection wiring fault. Commissioning certificates to be made available on completion. Smoke alarms and heat detectors to be interconnected and mains powered with battery back-up installed in accordance with BS 5839: Part 6: 2019. Smoke alarms to conform to BS EN 14604 : 2005. Smoke alarms should not be fitted in close proximity to any air extraction points. Smoke alarms to be fitted minimum 300mm from adjacent walls, light fixture, heater or air conditioning outlet and in accordance with BS5446: Part 1: 2020 and BS 5839: Part 6: 2019. Optical smoke alarm to be fitted conforming to BS EN 14064: 2005. Carbon monoxide detectors to comply with BS EN 50291-1:2018. To be positioned between 1m and 3m horizontally from combustion appliance and associated flues. Category of fire detection and alarm system to be LD2 type, providing protection of circulation spaces, inner rooms and the principal habitable room.

### Smoke Detection

Optical smoke alarms to be used unless shown otherwise and should conform to BS EN 14604: 2005 and operate on the principle of detecting the scattering or absorption of light within the detector chamber. Smoke alarms to be ceiling mounted and installed in locations indicated on the drawings.

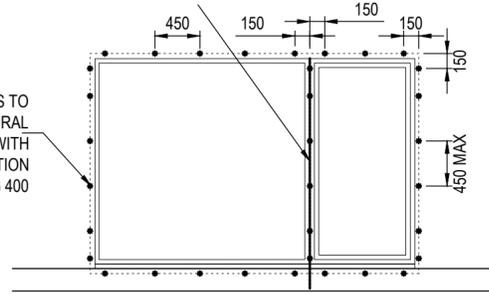


**SIP MANUFACTURER**  
 DESIGN OF SIP STRUCTURAL FRAME SHOWN ON THESE DRAWINGS IS BASED ON THE USE OF HEMSEC SIP SYSTEM. IF ANOTHER SYSTEM IS TO BE USED THEN THE SUPPLIER IS TO PROVE EQUIVALENCE TO THE DESIGNS SHOWN OR PROVIDE AN ALTERNATIVE STRUCTURAL DESIGN



**TYPICAL DETAIL A**  
 TYPICAL HOLDING DOWN DETAIL (LIGHTWEIGHT CLADDING)  
 SCALE 1:20

SPECIFICATION AND SUPPLY OF GLAZING ASSEMBLY IS TO INCLUDE GLASS, FRAMES & FIXINGS. THE SUPPLIERS REMIT IS TO INCLUDE ANY INTEGRAL STRENGTHENING (STEEL FLITCH PLATES ETC) THAT MAY BE REQUIRED AT MULLIONS AND TRANSOMS. REFER TO PERFORMANCE SPECIFICATION ON DRAWING 400



**GLAZING ELEVATION**  
 SHOWING INDICATIVE ARRANGEMENT  
 SCALE 1:50

ALL GLAZING ASSEMBLIES TO BE FIXED INTO STRUCTURAL OPENING IN ACCORDANCE WITH PERFORMANCE SPECIFICATION ON DRAWING 400

FOR SECTIONS REFER TO DRAWING SS\_223009 / 301  
 FOR SUPERSTRUCTURE DETAILS REFER TO RELEVANT REFERENCED DRAWING  
 FOR NOTES, SPECIFICATIONS & PERFORMANCE SPECIFICATIONS REFER TO DRAWING SS\_223009 / 400

**LINTEL & CRIPPLE STUD SPECIFICATION**

TL1 - 135x180 GL28c  
 - 1No. 44x147 C16 CRIPPLE STUD UNLESS NOTED OTHERWISE.

ALL OTHER TIMBER / GLULAM LINTELS AS PER LAYOUT

CS(#)- CRIPPLE STUD (No.) EXT - 44x147 C16 min  
 INT - 44x97 C16 min  
 CS(#)- CRIPPLE STUD(No.) - 44x147 C16 TIMBERS  
 FIXED TOGETHER  
 CS(#)+ FH(#)- CRIPPLE STUD(No. OF) + 44x147 C16 FULL HEIGHT STUDS (No. OF).

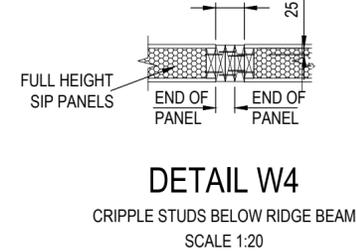
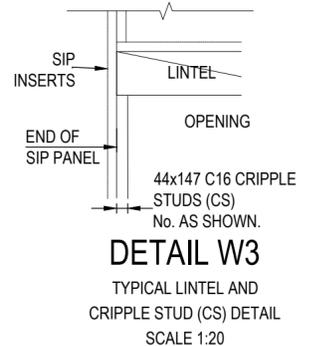
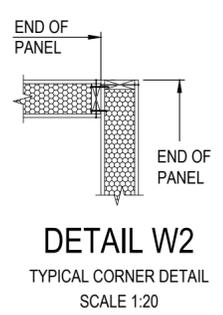
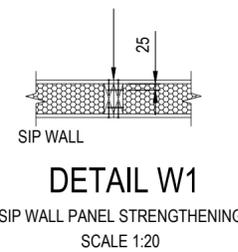
**GROUND FLOOR LAYOUT**  
 SCALE 1:50

2x38x120mm C16 TIMBER REINFORCING SPLINES AT EVERY PANEL JOINT, AT CENTRES AS NOTED ON LAYOUT (MAX 1.22m c/c). FIXED TOGETHER WITH 2 ROWS OF 4.0mm Ø x 70mm SCREWS @ 300mm STAGGERED c/c. 20mm MIN EDGE DISTANCE. REINFORCEMENT TO BE GLUED INTO SIP REBATE AT ALL INTERFACES WITH EXPANDING PU GLUE AND FIXED IN PLACE WITH 3.5mm Ø x 50mm SCREWS AT 150mm c/c, 18mm MIN EDGE DISTANCE. REPEATED BOTH SIDES.

ALL JOINTS, SIP TO TIMBER & TIMBER TO TIMBER, TO BE GLUED TOGETHER WITH EXPANDING PU GLUE AND FIXED IN PLACE WITH SCREWS AS NOTED:

- MIN 4.0mm Ø SCREWS AT 150mm c/c UNO.
- MIN POINTSIDE PENETRATION = 30mm
- MIN EDGE DISTANCE = 20mm

FULL HEIGHT 44x147 C16 CRIPPLE STUDS, No. AS LAYOUT, FIXED TOGETHER. ADDITIONAL 38x120mm C16 TIMBER INSERTS GLUED AND SCREWED TO STUDS. ALL FIXINGS TO BE 2 ROWS OF 4.0mm Ø x 70mm SCREWS @ 300mm STAGGERED c/c. 20mm MIN EDGE DISTANCE. INSERTS FIXED INTO SIP PANELS AS PER DETAIL W1



| Mark | Revision         | Date     | Drawn | Chkd | Appd |
|------|------------------|----------|-------|------|------|
| A    | FRONT DOOR MOVED | 11/07/23 | AH    | AH   | AH   |

Drawing Issue Status

**WARRANT**

**CROWBOROUGH  
 CROWBOROUGH, EAST SUSSEX**

**GROUND FLOOR LAYOUT AND DETAILS**

Client  
**HEB HOMES LTD**

Architect  
**HEB HOMES LTD**

|                               |                |                |
|-------------------------------|----------------|----------------|
| Date of 1st Issue<br>05/06/23 | Designed<br>AH | Drawn<br>AH    |
| A2 Scale<br>1:20              | Checked<br>AH  | Approved<br>AH |

Drawing Number  
**SS\_223009 / 300**

Revision  
**A**

ADAM HEMMINGS STRUCTURAL SOLUTIONS  
 T: 0141 554 9356  
 M: 07889 922527  
 E: adam@ahstructuralolutions.co.uk

Discover what's beneath

C  
D  
S

A Geotechnical Report for Crowborough Town Council.

Address: Land off London Road, Crowborough, TN6 1TJ

Date: 17<sup>th</sup> February 2023

The CDS Group, Building 51, Wrest Park, Silsoe, Bedfordshire, MK45 4HS

W: [www.thecdsgroup.co.uk](http://www.thecdsgroup.co.uk)

T: 01525 864387



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---

## 1 Introduction and Site Location

The CDS Group (CDS) were requested to undertake a Geotechnical Assessment of the small ancillary building proposed on site.

The proposed development area has been assessed on a 2.5km area of influence: grid reference 551067, 132459 and the nearest postcode is TN6 1TJ.

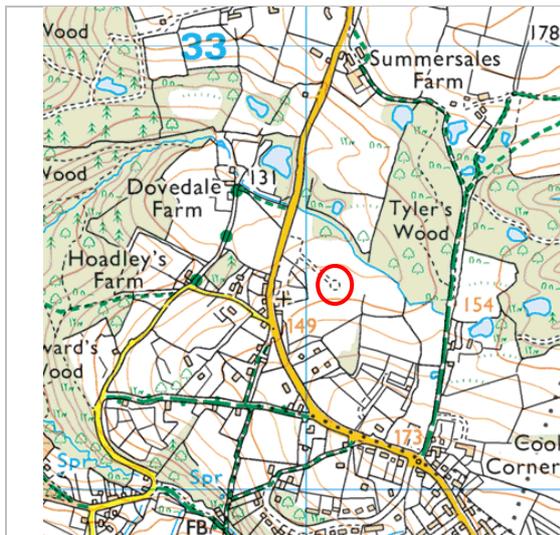


Figure 1. OS map of the site (boundary indicated in red)



Figure 2. Aerial Image of the site (boundary indicated in red)

---

## 2 Development Proposals

The site is due to be developed with a new single building, along with associated hard and soft landscaping.

In accordance with published guidance (CLEA Model 2009/C4SL Report 2014), the site is classified as Commercial / Industrial, but for the purposes of this assessment Open Space (parks) should be assumed.

CIRIA Guidance (C665) classifies the development type to have a Low gas sensitivity.

---

## 3 Site Investigation

### 3.1 Site Investigation – 27<sup>th</sup> January 2023

The site investigation works comprised 2 No Windowless Sampler Boreholes across the proposed building footprint to provide a geotechnical assessment of the ground conditions.

The boreholes were excavated at the approximate locations shown below to maximum depths of 2.00m bgl, where they refused on solid bedrock.



Figure 3. Exploratory Hole Location Plan

### 3.2 Soils as Found

The soils encountered across the site generally comprised a covering of Topsoil over silty CLAY over very gravelly CLAY, with variable sandstone gravel content. Boreholes all refused on solid bedrock which was encountered beneath the gravelly CLAY.

The following table provides a general summary of the soils as found on site, detailed soil logs are attached in Appendix A.

Table 1. Soils as Found

| Depth m bgl<br>(Top to Base) | Soil<br>Type     | Description  |
|------------------------------|------------------|--|
| GL to 0.30m/0.40m            | Topsoil          | Dark brown silty clayey TOPSOIL with rootlets and brick fragments  |
| -0.70m/0.80m                 | Silty<br>CLAY    | Soft light brown silty CLAY with occasional rootlets and fine to medium sandstone gravels                  |
| -1.80/2.00m                  | Gravelly<br>CLAY | Firm light brown gravelly silty CLAY. Gravels consist of fine to coarse sub-angular to angular sandstones. |

### 3.3 Groundwater

A small seepage was encountered in WS02 at 0.60m bgl.

### 3.4 Trench Stability

Whilst windowless sampler boreholes do not give the best indication of trench stability in open excavations, it was observed that the underlying cohesive soils were relatively stable.

In any excavation where personnel must enter, a risk assessment should be undertaken to assess whether the works could be achieved by using an alternative method. If not, close lateral support will be required and dewatering of excavations from sumps would also be required.

---

## 4 Geotechnical Assessment

### 4.1 Laboratory Results

During the investigation, two Atterberg Limit tests were undertaken on the shallow clay soils, with Plasticity Index's recorded in these samples at 25%. However, following modification these could be reduced to 16-17.5%.

Based on the results, the cohesive substrates in general should therefore be considered to be shrinkable, and of **LOW** volume change potential with respect to NHBC Chapter 4.2 Building Near Trees, for the design of new foundations/floor slabs.

Whilst this is not strictly applicable to a commercial/industrial development, it is worth considering additional protection measures against ground movement.

### 4.2 Groundwater Levels

Only a small seepage was encountered at 0.60m bgl. Groundwater levels may vary from season to season and year to year with levels potentially rising near surface in wet or winter periods. Groundworks should make allowances for encountering the localised groundwater pockets and dewatering from sumps within the main excavations should be allowed for at this stage.

### 4.3 Sulphates and Acidity

The samples tested recorded pH values in the range of 6.1-7.3. Whilst the total potential sulphates did not exceed 500mg/l.

Therefore, a concrete classification of **DS-1, and static groundwater AC-1s** should be assumed for the site.

### 4.4 Foundation Design

On the basis of the investigations carried out to date, and subject to final layout, traditional strip or trench fill foundations are considered suitable for this site. All loadings should be transferred beneath any topsoil and soft clay subsoils and be placed within the underlying firm gravelly CLAY.

For traditional foundations placed into the underlying firm gravelly CLAY, to a minimum depth of 0.7m, an allowable bearing capacity of 125kPa is applicable.

NHBC LOW Volume Change Potential precautions will apply for the overlying clay soils. It is recommended that foundations, especially where under the influence of trees are inspected by a suitably qualified engineer.

The designer should be aware that precautions regarding swelling and shrinkage are applicable and, in this respect, NHBC precautions provide a helpful guide with respect to minimum foundation depths and deepening, particularly within the zone of influence of trees hedgerows or shrubs; existing, proposed or removed.

At this stage there should not be a requirement for nominal mesh reinforcement in all foundations, assuming all footings are deepened through the clay head soils and placed into the underlying medium dense weathered sandstone.

Provisional allowances (extra-dig, over-break etc) are always recommended.

#### **4.5 Floor Slabs**

The small ancillary building is remote from existing vegetation, and for these structures a ground bearing slab might be pursued.

#### **4.6 Settlement**

For foundations constructed as discussed above, and assuming site levels are to remain approximately as per existing, then settlements are anticipated to be within standard construction tolerances (<25mm).

#### **4.7 Excavations and trenching**

Statutory support will be required in all excavations where personnel must work.

The materials will be prone to instability in open excavations during wet weather, or where seepages are encountered, and will soften rapidly if exposed to moisture or the elements.

Hard ground may be encountered, such as sandstone, and, where necessary, allowance should be made for breaking these using hydraulic hammers or the like mounted on the excavation plant, to facilitate excavation.

Seepage of groundwater into excavations should be anticipated, especially from the superficial soils. However, these should be managed with simple pumping methods from within the main excavation.

An allowance should be made for breaking out and re-routing sub-surface obstructions such as buried services and potentially larger concrete and brickwork obstructions.

---

## 5 Reporting Details

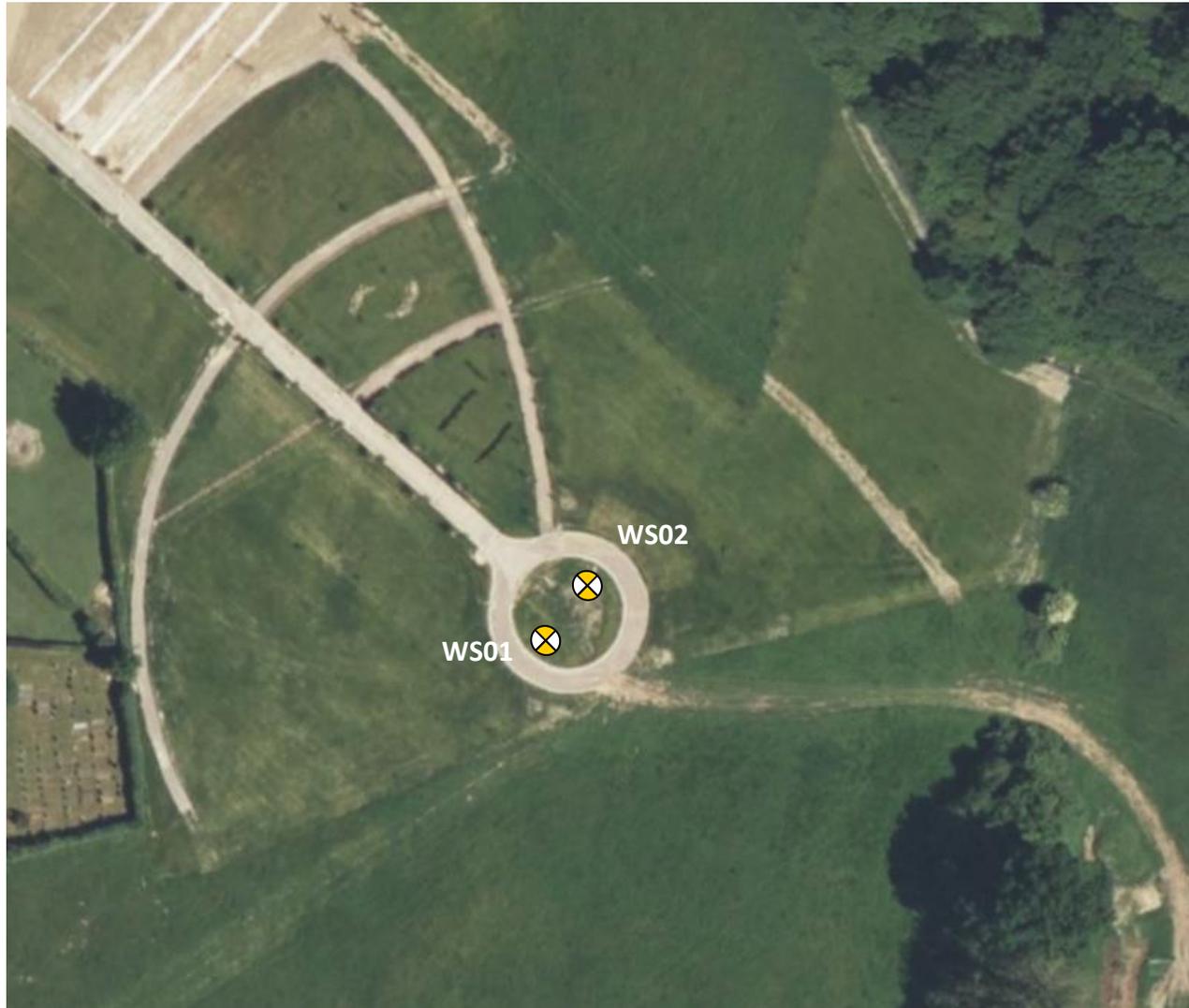
Report Author: Callum Ward BSc FGS

Verification: Justin Smith HND

Date: 17<sup>th</sup> February 2023

# APPENDIX A

## Soil Logs



Note: Positions of Boreholes and/or Trial Pits are only indicative

Site Address: Crowborough

Project: CDS-Crowborough-23

Fig No: 1

Date: 30 January 2023

The CDS Group, Building 51, Wrest Park, Silsoe, Bedfordshire, MK45 4HS  
t:01525 864387 w: [www.thecdsgroup.co.uk](http://www.thecdsgroup.co.uk)

Final WLS Siteplan



Cemeteries  
& Crematoria

|   |  |  |                    |                   |              |
|---|--|--|--------------------|-------------------|--------------|
| <b>Project Name:</b>                      |  | <b>Windowless Sampler<br/>Borehole Log</b> |                    | <b>Hole ID:</b>   | WS01         |
| Crowborough                               |  |  |                    | <b>Hole Type:</b> | WLS          |
| <b>Project Location:</b>                  |  |  |                    | <b>Level:</b>     |              |
| Land adjacent London Road,<br>Crowborough |  | <b>Project ID:</b>                         | CDS-Crowborough-23 | <b>Logged By:</b> |              |
| <b>Client:</b>                            |  | <b>Contractor:</b>                         | The CDS Group      | <b>Scale:</b>     | 1:25         |
| Crowborough Town Council                  |  | <b>Date:</b>                               | 27/01/2023         | <b>Page No:</b>   | Sheet 1 of 1 |

| Well | Water Strikes | Sample and In Situ Testing |      |                               | Depth (m) | Level (m) | Legend  | Stratum Description |  |
|------|---------------|----------------------------|------|-------------------------------|-----------|-----------|---|---------------------|--|
|      |               | Depth (m)                  | Type | Results                       |           |           |   |                     |  |
|      |               |                            |      |                               |           |           | Dark brown silty clayey TOPSOIL with rootlets and rare brick fragments                    |                     |  |
|      |               |                            |      |                               | 0.30      |           |   |                     |  |
|      |               |                            |      |                               |           |           | Soft light brown silty CLAY with occasional rootlets and fine to medium sandstone gravels |                     |  |
|      |               |                            |      |                               | 0.70      |           |   |                     |  |
|      |               | 0.90                       | UCS  | 350.00 kPa                    |           |           |   |                     |  |
|      |               | 1.00                       | D    |                               |           |           |   |                     |  |
|      |               | 1.00                       | SPT  | N=18 (1,2/4,5,4,5)            |           |           |   |                     |  |
|      |               | 1.20                       | UCS  | 450.00 kPa                    |           |           |   |                     |  |
|      |               | 1.50                       | UCS  | 450.00 kPa                    |           |           |   |                     |  |
|      |               | 1.70                       | UCS  | 600.00 kPa                    |           |           |   |                     |  |
|      |               | 2.00                       | D    |                               | 2.00      |           |   |                     |  |
|      |               | 2.00                       | UCS  | 600.00 kPa                    |           |           |   |                     |  |
|      |               | 2.00                       | SPT  | 50 (25 for 145mm/50 for 90mm) |           |           |   |                     |  |
|      |               |                            |      |                               |           |           | End of Borehole at 2.000m   |                     |  |

| Hole Diameter |          | Casing Diameter |          | Chiselling |            |          |      | Inclination and Orientation |            |             |             |
|---------------|----------|-----------------|----------|------------|------------|----------|------|-----------------------------|------------|-------------|-------------|
| Depth Base    | Diameter | Depth Base      | Diameter | Depth Top  | Depth Base | Duration | Tool | Depth Top                   | Depth Base | Inclination | Orientation |
|               |          |                 |          |            |            |          |      |                             |            |             |             |

Remarks  
Refused on sandstone





**Cemeteries  
& Crematoria**

|   |  |  |                    |                   |              |
|---|--|--|--------------------|-------------------|--------------|
| <b>Project Name:</b>                      |  | <b>Windowless Sampler<br/>Borehole Log</b> |                    | <b>Hole ID:</b>   | WS02         |
| Crowborough                               |  |  |                    | <b>Hole Type:</b> | WLS          |
| <b>Project Location:</b>                  |  |  |                    | <b>Level:</b>     |              |
| Land adjacent London Road,<br>Crowborough |  | <b>Project ID:</b>                         | CDS-Crowborough-23 | <b>Logged By:</b> |              |
| <b>Client:</b>                            |  | <b>Contractor:</b>                         | The CDS Group      | <b>Scale:</b>     | 1:25         |
| Crowborough Town Council                  |  | <b>Date:</b>                               | 27/01/2023         | <b>Page No:</b>   | Sheet 1 of 1 |

| Well | Water Strikes | Sample and In Situ Testing |      |                              | Depth (m) | Level (m) | Legend  | Stratum Description |  |
|------|---------------|----------------------------|------|------------------------------|-----------|-----------|---|---------------------|--|
|      |               | Depth (m)                  | Type | Results                      |           |           |   |                     |  |
|      |               |                            |      |                              |           |           |   |                     |  |
|      | ▼             | 0.50                       | D    |                              | 0.40      |           | Dark brown silty clayey TOPSOIL with rootlets and rare brick fragments                                    |                     |  |
|      |               | 0.90                       | UCS  | 320.00 kPa                   | 0.80      |           | Soft light brown silty CLAY with occasional rootlets and fine to medium sandstone gravels                 |                     |  |
|      |               | 1.00                       | SPT  | N=16 (2,4/3,4,5,4)           |           |           | Firm light brown gravelly silty CLAY. Gravels consist of fine to coarse sub-angular to angular sandstone. | 1                   |  |
|      |               | 1.20                       | UCS  | 350.00 kPa                   |           |           |   |                     |  |
|      |               | 1.50                       | D    |                              |           |           |   |                     |  |
|      |               | 1.50                       | UCS  | 550.00 kPa                   |           |           |   |                     |  |
|      |               | 1.80                       | UCS  | 550.00 kPa                   | 1.80      |           |   |                     |  |
|      |               | 1.80                       | SPT  | 50 (25 for 60mm/50 for 76mm) |           |           | End of Borehole at 1.800m   | 2                   |  |
|      |               |                            |      |                              |           |           |   | 3                   |  |
|      |               |                            |      |                              |           |           |   | 4                   |  |
|      |               |                            |      |                              |           |           |   | 5                   |  |

| Hole Diameter |          | Casing Diameter |          | Chiselling |            |          |      | Inclination and Orientation |            |             |             |
|---------------|----------|-----------------|----------|------------|------------|----------|------|-----------------------------|------------|-------------|-------------|
| Depth Base    | Diameter | Depth Base      | Diameter | Depth Top  | Depth Base | Duration | Tool | Depth Top                   | Depth Base | Inclination | Orientation |
|               |          |                 |          |            |            |          |      |                             |            |             |             |

**Remarks**  
Refused on sandstone



## **APPENDIX B**

### **Geotechnical Results**



### Summary of Natural Moisture Content, Liquid Limit and Plastic Limit Results

|                  |                             |                   |            |
|------------------|-----------------------------|-------------------|------------|
| Job No.<br>32959 | Project Name<br>Crowborough | Programme         |            |
|                  |                             | Samples received  | 06/02/2023 |
| Project No.<br>- | Client<br>CDS               | Schedule received | 06/02/2023 |
|                  |                             | Project started   | 07/02/2023 |
|                  |                             | Testing Started   | 10/02/2023 |

| Hole No. | Sample |          |           |      | Soil Description  | NMC<br>% | Passing<br>425µm<br>% | LL<br>% | PL<br>% | PI<br>% | Remarks |
|----------|--------|----------|-----------|------|---|----------|-----------------------|---------|---------|---------|---------|
|          | Ref    | Top<br>m | Base<br>m | Type |   |          |                       |         |         |         |         |
| WS01     | -      | 1.00     | -         | D    | Yellowish brown slightly sandy gravelly silty CLAY (gravel is fmc and angular to sub-angular and tabular siltstone/mudstone fragments)          | 17       | 65                    | 43      | 18      | 25      |         |
| WS01     | -      | 2.00     | -         | D    | Yellowish brown slightly sandy slightly gravelly silty CLAY (gravel is fmc and angular to sub-angular and tabular siltstone/mudstone fragments) | 21       | 70                    | 48      | 23      | 25      |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |
|          |        |          |           |      |   |          |                       |         |         |         |         |

|  |  |  |   |
|--|--|--|---|
|  | <b>Test Methods: BS1377: Part 2: 1990:</b><br>Natural Moisture Content : clause 3.2<br>Atterberg Limits: clause 4.3 and 5.0<br><i>These results only apply to the items tested</i> | <b>Test Report by K4 SOILS LABORATORY</b><br>Unit 8 Olds Close Olds Approach<br>Watford Herts WD18 9RU<br><br>Tel: 01923 711 288<br>Email: James@k4soils.com | <b>Checked and Approved</b><br><br>Initials     J.P<br><br>Date:         13/02/2023 |
|  | NOTE: The report shall not be reproduced except in full without authority of the laboratory  |  | Approved Signatories: K.Phaure (Tech.Mgr) J.Phaure (Lab.Mgr)                        |



# LIQUID LIMIT, PLASTIC LIMIT AND PLASTICITY INDEX

Job No. 32959

Borehole/Pit No. WS01

Site Name Crowborough

Sample No. -

Project No. - Client CDS

Depth Top m 1.00

Soil Description Yellowish brown slightly sandy gravelly silty CLAY (gravel is fmc and angular to sub-angular and tabular siltstone/mudstone fragments)

Depth Base m -

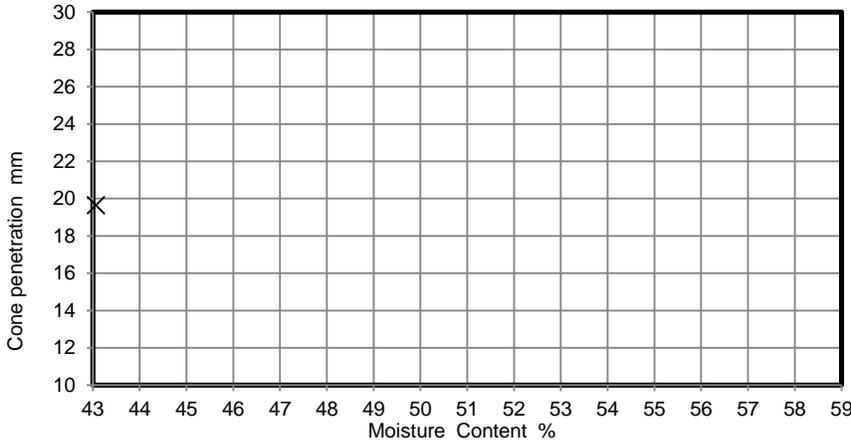
Sample Type D

Samples received 06/02/2023

Schedules received 07/02/2023

Project Started 07/02/2023

Date Tested 10/02/2023



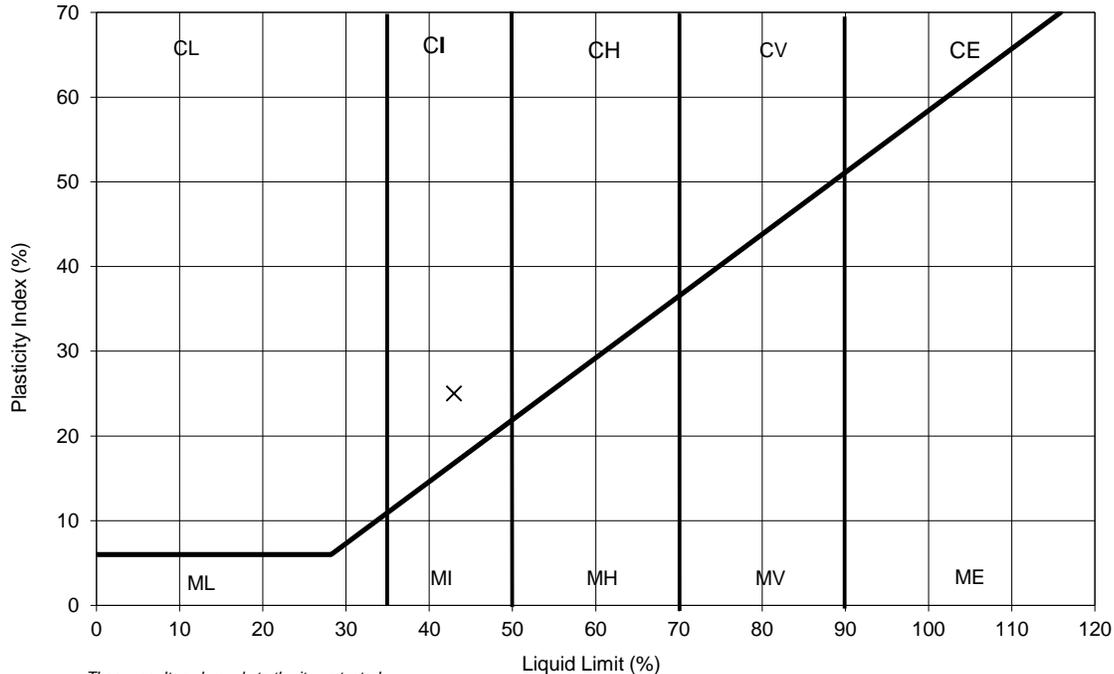
|                          |    |   |
|--------------------------|----|---|
| NATURAL MOISTURE CONTENT | 17 | % |
| % PASSING 425µm SIEVE    | 65 | % |
| LIQUID LIMIT             | 43 | % |
| PLASTIC LIMIT            | 18 | % |
| PLASTICITY INDEX         | 25 | % |

### Remarks

Empty box for remarks.

Factors corresponding to the cone penetration and moisture content range in Table 1 (BS1377:1990 ; Part 2)

### PLASTICITY INDEX



These results only apply to the items tested

NOTE: The report shall not be reproduced except in full without authority of the laboratory



### TEST METHOD

BS1377: Part 2 :Clause 4.4 : 1990 Determination of the liquid limit by the cone penetrometer method

BS1377: Part 2 :Clause 5.0 : 1990: Determination of the plastic limit and plasticity index

BS1377: Part 2 :Clause 3.2 : 1990:Determination of the moisture content by the oven drying

Test Report by K4 SOILS LABORATORY Unit 8 Olds Close Olds Approach Watford Herts WD18 9RU

Tel: 01923 711 288 Email: James@k4soils.com

Checked and Approved

Initials: J.P

Date: 13/02/2023

2519

Approved Signatories: K.Phaure (Tech.Mgr) J.Phaure (Lab.Mgr)

MSF-5 R2



# LIQUID LIMIT, PLASTIC LIMIT AND PLASTICITY INDEX

Job No. 32959

Borehole/Pit No. WS01

Site Name Crowborough

Sample No. -

Project No. - Client CDS

Depth Top m 2.00

Soil Description

Yellowish brown slightly sandy slightly gravelly silty CLAY (gravel is fmc and angular to sub-angular and tabular siltstone/mudstone fragments)

Depth Base m -

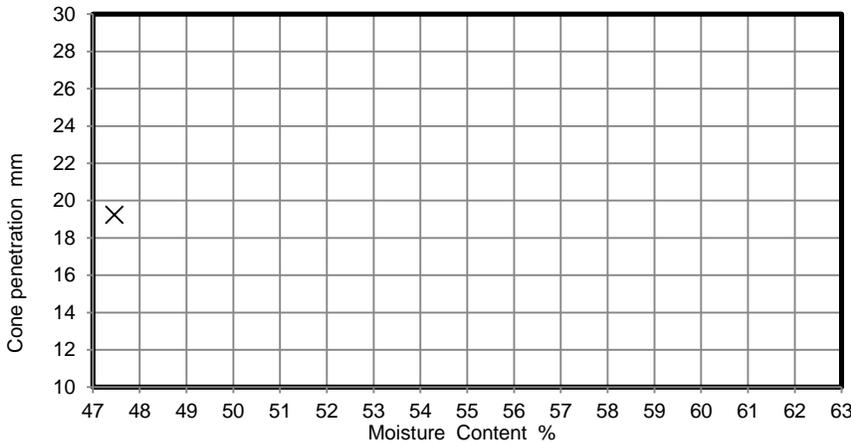
Sample Type D

Samples received 06/02/2023

Schedules received 07/02/2023

Project Started 07/02/2023

Date Tested 10/02/2023



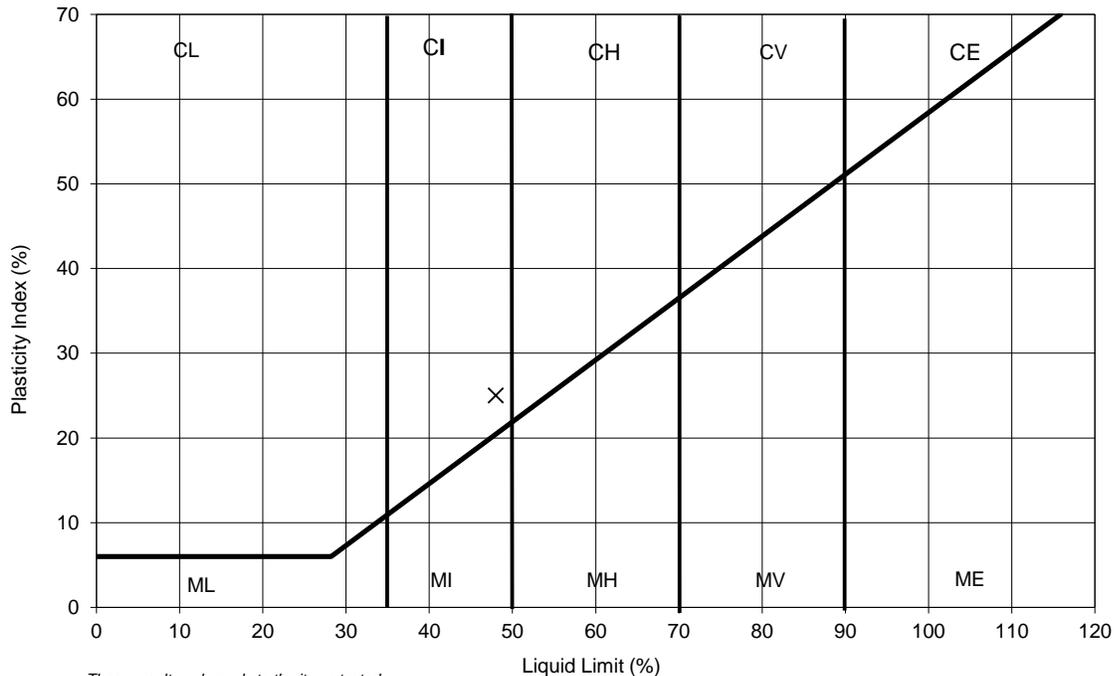
|                          |    |   |
|--------------------------|----|---|
| NATURAL MOISTURE CONTENT | 21 | % |
| % PASSING 425µm SIEVE    | 70 | % |
| LIQUID LIMIT             | 48 | % |
| PLASTIC LIMIT            | 23 | % |
| PLASTICITY INDEX         | 25 | % |

Remarks

Empty box for remarks.

Factors corresponding to the cone penetration and moisture content range in Table 1 (BS1377:1990 ; Part 2)

## PLASTICITY INDEX



These results only apply to the items tested

NOTE: The report shall not be reproduced except in full without authority of the laboratory

### TEST METHOD

BS1377: Part 2 :Clause 4.4 : 1990 Determination of the liquid limit by the cone penetrometer method

BS1377: Part 2 :Clause 5.0 : 1990: Determination of the plastic limit and plasticity index

BS1377: Part 2 :Clause 3.2 : 1990:Determination of the moisture content by the oven drying

Test Report by K4 SOILS LABORATORY Unit 8 Olds Close Olds Approach Watford Herts WD18 9RU

Tel: 01923 711 288 Email: James@k4soils.com

Checked and Approved

Initials: J.P

Date: 13/02/2023



2519

Approved Signatories: K.Phaure (Tech.Mgr) J.Phaure (Lab.Mgr)

MSF-5 R2



# Amended Report

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|                               |  |                          |             |
|-------------------------------|--|--------------------------|-------------|
| <b>Report No.:</b>            | 23-04232-2   | <b>Date of Re-Issue:</b> | 16-Feb-2023 |
| <b>Initial Date of Issue:</b> | 15-Feb-2023  |                          |             |
| <b>Client</b>                 | CDS Group  |                          |             |
| <b>Client Address:</b>        | Building 51 Wrest Park<br>Silsoe<br>Bedfordshire<br>MK45 4HS |                          |             |
| <b>Contact(s):</b>            | Callum Ward  |                          |             |
| <b>Project</b>                | Crowborough  |                          |             |
| <b>Quotation No.:</b>         | Q21-24415  | <b>Date Received:</b>    | 08-Feb-2023 |
| <b>Order No.:</b>             |  | <b>Date Instructed:</b>  | 08-Feb-2023 |
| <b>No. of Samples:</b>        | 2  |                          |             |
| <b>Turnaround (Wkdays):</b>   | 5  | <b>Results Due:</b>      | 14-Feb-2023 |
| <b>Date Approved:</b>         | 15-Feb-2023  |                          |             |

Approved By:

**Details:** Stuart Henderson, Technical  
Manager

---

## Results - Soil

**Project: Crowborough**

|   |                             |            |              |             |         |         |
|---|-----------------------------|------------|--------------|-------------|---------|---------|
| <b>Client: CDS Group</b>                        | <b>Chemtest Job No.:</b>    |            | 23-04232     | 23-04232    |         |         |
| Quotation No.: Q21-24415                        | <b>Chemtest Sample ID.:</b> |            | 1587147      | 1587148     |         |         |
|   | Client Sample ID.:          |            | WS02         | WS02        |         |         |
|   | Sample Type:                |            | SOIL         | SOIL        |         |         |
|   | Top Depth (m):              |            | 0.5          | 1.5         |         |         |
|   | Date Sampled:               |            | 27-Jan-2023  | 27-Jan-2023 |         |         |
| <b>Determinand</b>                              | <b>Accred.</b>              | <b>SOP</b> | <b>Units</b> | <b>LOD</b>  |         |         |
| Moisture  | N                           | 2030       | %            | 0.020       | 24      | 17      |
| pH (2.5:1)                                      | N                           | 2010       |              | 4.0         | 7.3     | 6.1     |
| Sulphate (2:1 Water Soluble) as SO <sub>4</sub> | U                           | 2120       | g/l          | 0.010       | < 0.010 | < 0.010 |
| Total Sulphur                                   | U                           | 2175       | %            | 0.010       | 0.017   | 0.030   |
| Sulphate (Acid Soluble)                         | U                           | 2430       | %            | 0.010       | 0.014   | 0.014   |

## Test Methods

| SOP  | Title  | Parameters included                  | Method summary   |
|------|--|--------------------------------------|--|
| 2010 | pH Value of Soils  | pH                                   | pH Meter   |
| 2030 | Moisture and Stone Content of Soils(Requirement of MCERTS) | Moisture content                     | Determination of moisture content of soil as a percentage of its as received mass obtained at <37°C. |
| 2040 | Soil Description(Requirement of MCERTS)                    | Soil description                     | As received soil is described based upon BS5930  |
| 2120 | Water Soluble Boron, Sulphate, Magnesium & Chromium        | Boron; Sulphate; Magnesium; Chromium | Aqueous extraction / ICP-OES   |
| 2175 | Total Sulphur in Soils                                     | Total Sulphur                        | Determined by high temperature combustion under oxygen, using an Eltra elemental analyser.           |
| 2430 | Total Sulphate in soils                                    | Total Sulphate                       | Acid digestion followed by determination of sulphate in extract by ICP-OES.                          |

## **Report Information**

### **Key**

---

|     |   |
|-----|---|
| U   | UKAS accredited   |
| M   | MCERTS and UKAS accredited  |
| N   | Unaccredited  |
| S   | This analysis has been subcontracted to a UKAS accredited laboratory that is accredited for this analysis     |
| SN  | This analysis has been subcontracted to a UKAS accredited laboratory that is not accredited for this analysis |
| T   | This analysis has been subcontracted to an unaccredited laboratory  |
| I/S | Insufficient Sample   |
| U/S | Unsuitable Sample   |
| N/E | not evaluated   |
| <   | "less than"   |
| >   | "greater than"  |
| SOP | Standard operating procedure  |
| LOD | Limit of detection  |

Comments or interpretations are beyond the scope of UKAS accreditation

The results relate only to the items tested

Uncertainty of measurement for the determinands tested are available upon request

None of the results in this report have been recovery corrected

All results are expressed on a dry weight basis

The following tests were analysed on samples as received and the results subsequently corrected to a dry weight basis TPH, BTEX, VOCs, SVOCs, PCBs, Phenols

For all other tests the samples were dried at < 37°C prior to analysis

All Asbestos testing is performed at the indicated laboratory

Issue numbers are sequential starting with 1 all subsequent reports are incremented by 1

### **Sample Deviation Codes**

---

A - Date of sampling not supplied

B - Sample age exceeds stability time (sampling to extraction)

C - Sample not received in appropriate containers

D - Broken Container

E - Insufficient Sample (Applies to LOI in Trommel Fines Only)

### **Sample Retention and Disposal**

---

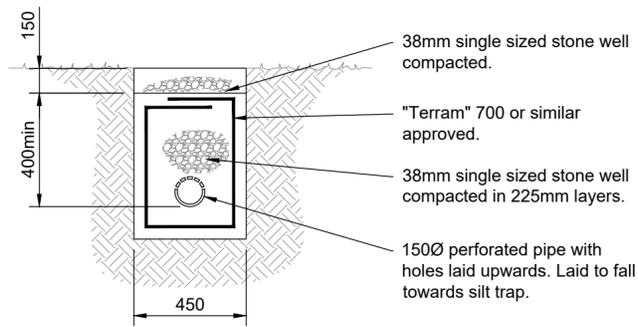
All soil samples will be retained for a period of 30 days from the date of receipt

All water samples will be retained for 14 days from the date of receipt

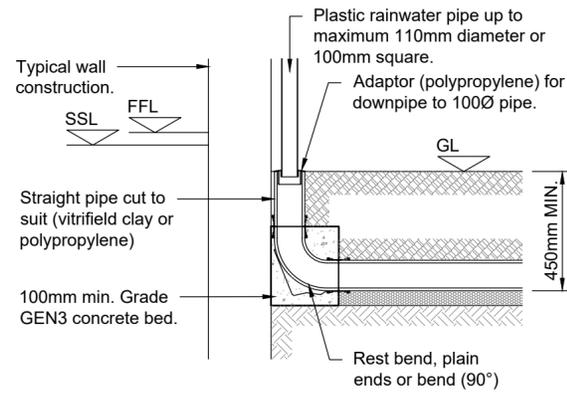
Charges may apply to extended sample storage

If you require extended retention of samples, please email your requirements to:

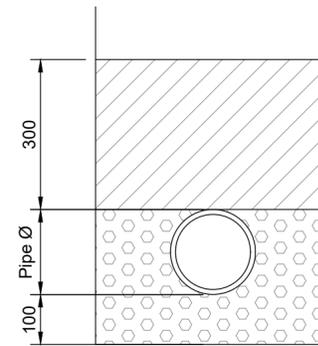
[customerservices@chemtest.com](mailto:customerservices@chemtest.com)



**CUT OFF DRAIN**  
(1:20)

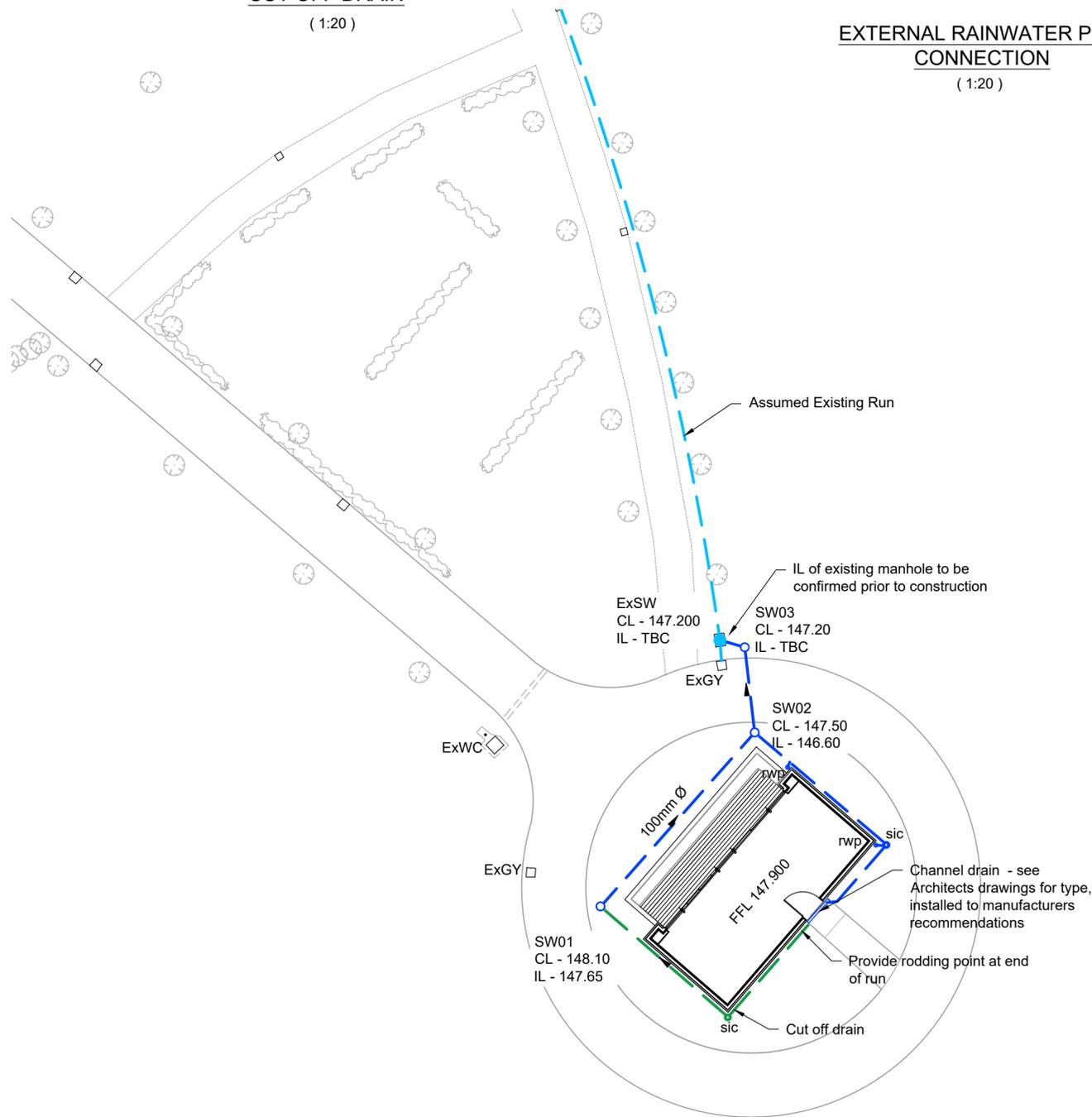


**EXTERNAL RAINWATER PIPE CONNECTION**  
(1:20)

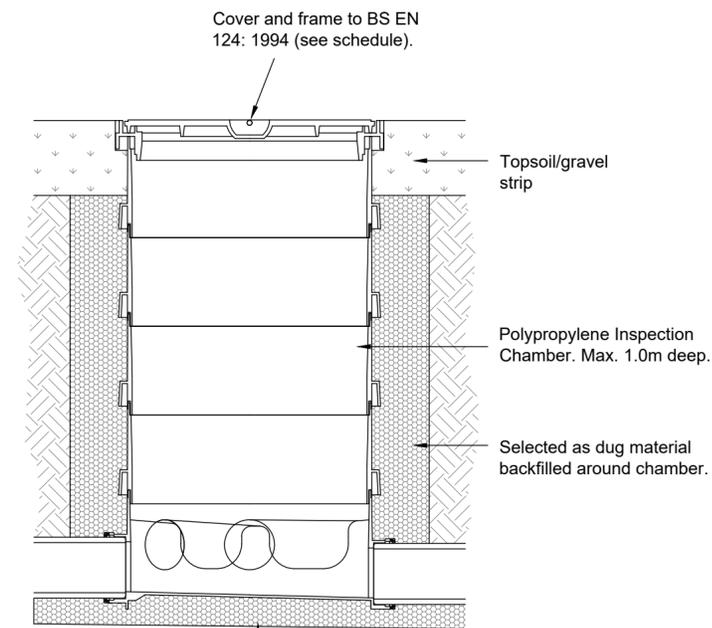


Not to be used if crown of pipe is less than 0.6m from surface below road. Use concrete bedding.

**FLEXIBLE PIPE BEDDING CLASS P**  
(1:10)



**SITE PLAN**  
(1:200)



150mm of well compacted granular material or 150mm of Gen 3 grade concrete. If concrete is used, place chamber in position whilst concrete is wet in order that it takes the shape of the chamber base.

**PLASTIC INSPECTION CHAMBER IN SOFT LANDSCAPED AREAS**  
(1:10)

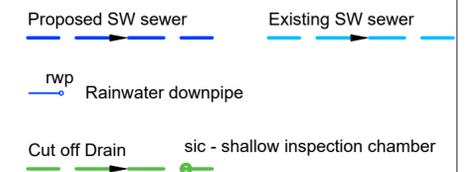
**Notes**

**DRAINAGE**

- Any information given on this drawing regarding existing services is believed to be correct. The contractor must check this information and determine the nature and location of other existing services from the various statutory authorities before commencing excavation works.
- Drainage works to be constructed in accordance with BS EN 752 and Approved Document H
- All soft spots and unacceptable material encountered in drainage excavations is to be removed and replaced with granular material to the requirements of the building control officer.
- Pipes to be installed to manufacturers recommendations.
- Structured wall plastic pipes to be to WIS 04-35-01, Kitemark certified
- Bedding of pipes to be in accordance with approved document H1.
- Rocker pipes with flexible joints are to be provided at a distance of 150mm and 750mm from the face of construction to manholes, where pipes pass above, below or through ground beams or foundations; at gully connections and soil stack ends.
- Manhole access covers are to be located at the outgoing side of manholes.
- Cover levels are to be fixed on site to suit finished levels. Covers and frames to BS EN124, Grade D to be used in areas subject to heavy vehicular loading, Grade C in areas subject to light vehicular loading and Grade B to be used elsewhere.
- All pipes to be 100mm unless noted otherwise.

**Key**

- Proposed SW manhole, Plastic Inspection Chamber (pic) or Shallow Inspection Chamber (sic).
- Existing SW manhole, Plastic Inspection Chamber (pic) or Shallow Inspection Chamber (sic).



**FOR TENDER - NOT FOR CONSTRUCTION**

|      |           |     |       |       |          |
|------|-----------|-----|-------|-------|----------|
| T02  | TENDER    | JD  | JD    | JD    | 04.07.23 |
| T01  | TENDER    | JD  | JD    | JD    | 19.06.23 |
| Rev. | Amendment | Dm. | Chkd. | Appd. | Date     |

**CONTEMPLATION BUILDING CROWBOROUGH**

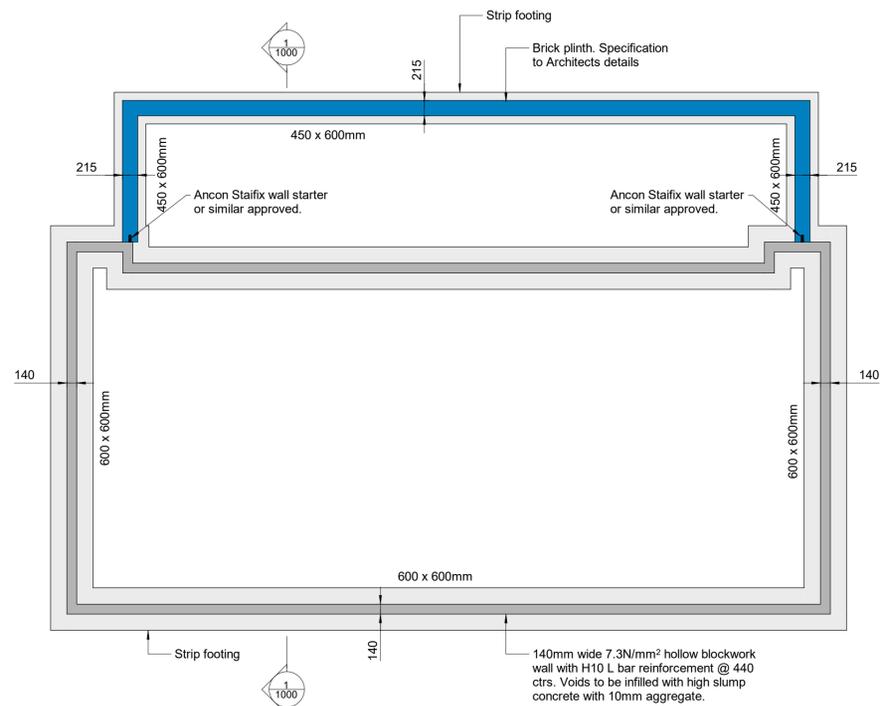
**DRAINAGE LAYOUT**



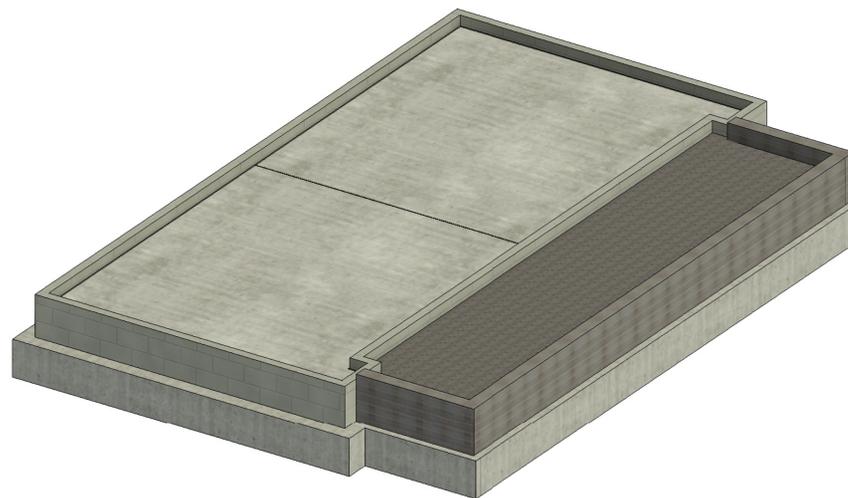
Scale at A2 1: AS SHOWN

|                                |  |                 |       |           |               |
|--------------------------------|--|-----------------|-------|-----------|---------------|
| 203924-SWH-ZZ-XX-DR-C-5000-T02 |  |                 |       |           |               |
| Project                        |  | Originator Zone | Level | Type Role | Number   Rev. |

**DO NOT SCALE FROM THIS DRAWING**

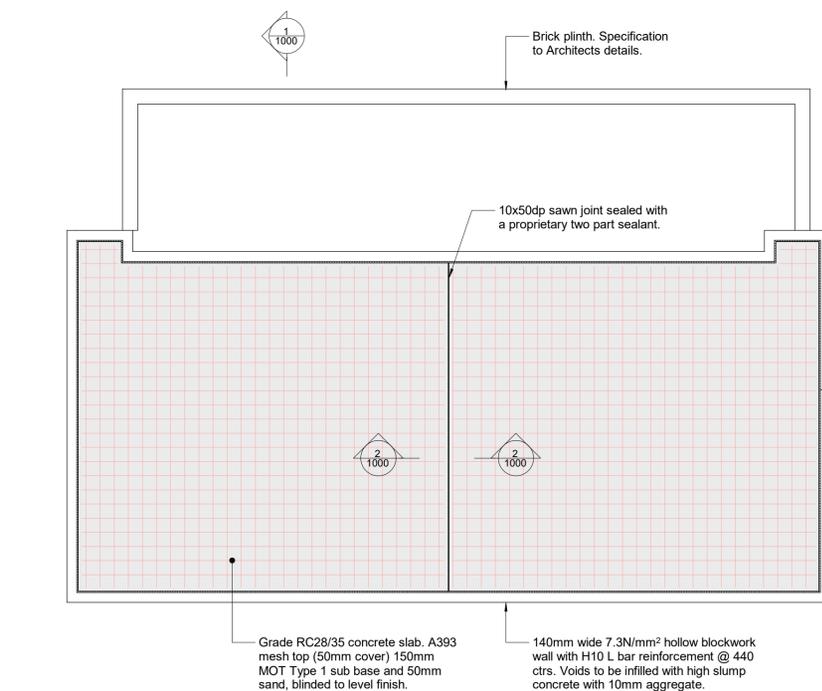


**FOUNDATION LAYOUT**  
(1 : 50)

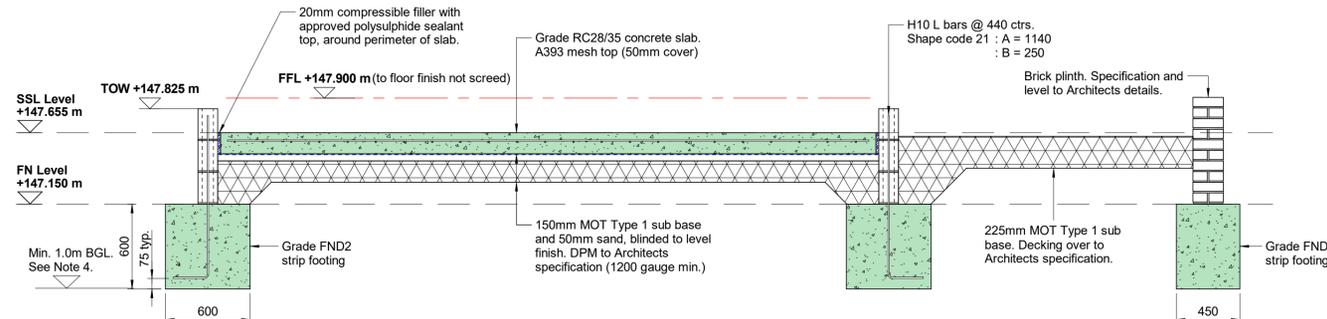


**3D VIEW**  
(NTS)

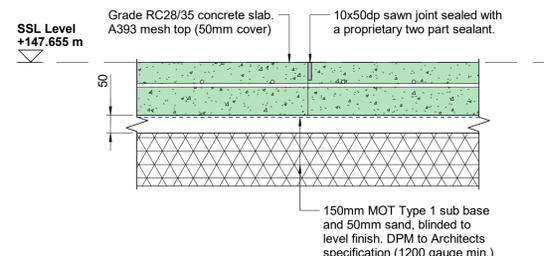
LAYOUT BASED ON CDS DRAWING NUMBER CDS\_SUM\_CON\_P\_300-03 AND HEBHOMES DRAWING NUMBER 938-HH-202. SETTING OUT TO BE CONFIRMED PRIOR TO CONSTRUCTION. FOR STRIP FOOTING SETTING-OUT SEE FOUNDATION NOTE 6



**GROUND FLOOR SLAB**  
(1 : 50)



**SECTION 1 - 1**  
(1 : 25)



**SECTION 2 - 2**  
(1 : 10)

**Notes cont.**

**MASONRY**

- All masonry to be to the requirements of BS EN 1996.
- External masonry specification to Architects details. Refer to Architects drawings for details of DPC's, DPM's, waterproofing, non-load bearing walls and insulation.
- Mortar to all walls above dpc to be Class M4 (1:1.5/6 mix) to BS EN 998-2 NA unless noted otherwise.
- Blocks to be less than 20kg each unless special manual handling measures are undertaken.
- Blockwork below dpc to be to BS EN 771-3/4 and to have a minimum compressive strength at least equal to that of blockwork above dpc level, or as indicated on substructure drawings. In addition, blockwork to have a minimum compressive strength of 7.3N/mm<sup>2</sup> or a minimum net density of 1500 kg/m<sup>3</sup>. Mortar to be class M6/ii (1 : ½ : 4 ½) to BS EN 998-2, with sulphate resisting cement.
- Brickwork below dpc to be to BS EN 771-1. Bricks to be HD type, durability class F2, sulphate class S1 solid or frogged. Mortar to be class M6 (1 : ½ : 4 ½) to BS EN 998-2 NA, with sulphate resisting cement.

**Notes**

**GENERAL**

- This drawing is to be read in conjunction with all relevant Engineers, Architects and Specialists drawings, models and specifications.
- No dimensions are to be scaled from this drawing.
- All dimensions are in millimetres and levels are in metres unless noted otherwise.
- The Engineer is not responsible for dimensional information except where shown on the drawings. All setting out information, dimensions etc. shall be calculated from the Architects drawings.
- All drawings issued in CAD/Revit format are provided solely as a supplement to the information shown on the equivalent PDF drawing only.
- The contractor shall verify all site dimensions and existing details, setting out dimensions and levels with the Architect. Engineer to be informed of any discrepancies before proceeding with work.
- The contractor is responsible and liable for ensuring the stability of the works, adjoining structures and services at all stages of construction. Any temporary works are to be designed and detailed by the contractor.
- All existing services are to be located prior to commencement of the work on site. Unless shown we have no knowledge of any underground obstructions or services. These are to be determined prior to the commencement of the works on site.

**FOUNDATIONS**

- Foundations to be a minimum of 1000mm deep and in accordance with NHBC chapter 4.2.
- Foundation bottom levels are to be approved by the Building Control Inspector prior to casting. Foundations to be founded on firm gravely clays as identified in the soil investigation report from Feb 2023 by CDS Group. Bottom of foundations to be a minimum of 300mm below all root growth.
- The foundations on this drawing are designed for a ground bearing pressure of 125kN/m<sup>2</sup>.
- Foundation depths as noted in notes and on the plan layout are to be taken from existing or proposed ground level, whichever is lower.
- It is assumed that all new planting will follow the soils investigation and NHBC guidance such that it will have no effect on foundation depth.
- Allowance must be made for the ingress of water during excavation. Excavation to be kept clear of water. Where ever possible foundations should be cast the same day they are excavated. Foundations are to be cast as a single cast for the full depth of concrete.

**CONCRETE**

- Concrete to be to the requirements of BS EN 1992-1-1 and BS EN 206.
- Concrete mix for foundations to be Grade FND2 to BS 8500. Concrete mix for slab to be Grade RC28/35 to BS 8500.
- Concrete mix for foundations is to be designed for design sulphate class DS-1, ACEC Class AC-1 and design chemical class DC-1 to BS8500.

**REINFORCEMENT**

- Reinforcement to be to the requirements of BS EN 1992 and BS8666.
- Bar reinforcement to be in accordance with BS4483.
- Mesh reinforcement to be in accordance with BS4483.
- Cover to reinforcement to be as follows : 50mm top, 50mm bottom, 50mm sides, unless noted otherwise. Unless noted otherwise, minimum lap lengths to be 60 x bar diameter. Based on smallest bar diameter in lap.

**FOR TENDER - NOT FOR CONSTRUCTION**

| T01  | Tender Issue | LH   | JD / JD       | 19.06.23 |
|------|--------------|------|---------------|----------|
| Rev. | Amendment    | Dim. | Chkd. / Appd. | Date     |

**CONTEMPLATION BUILDING CROWBOROUGH**

Drawing

**LAYOUTS AND DETAILS**

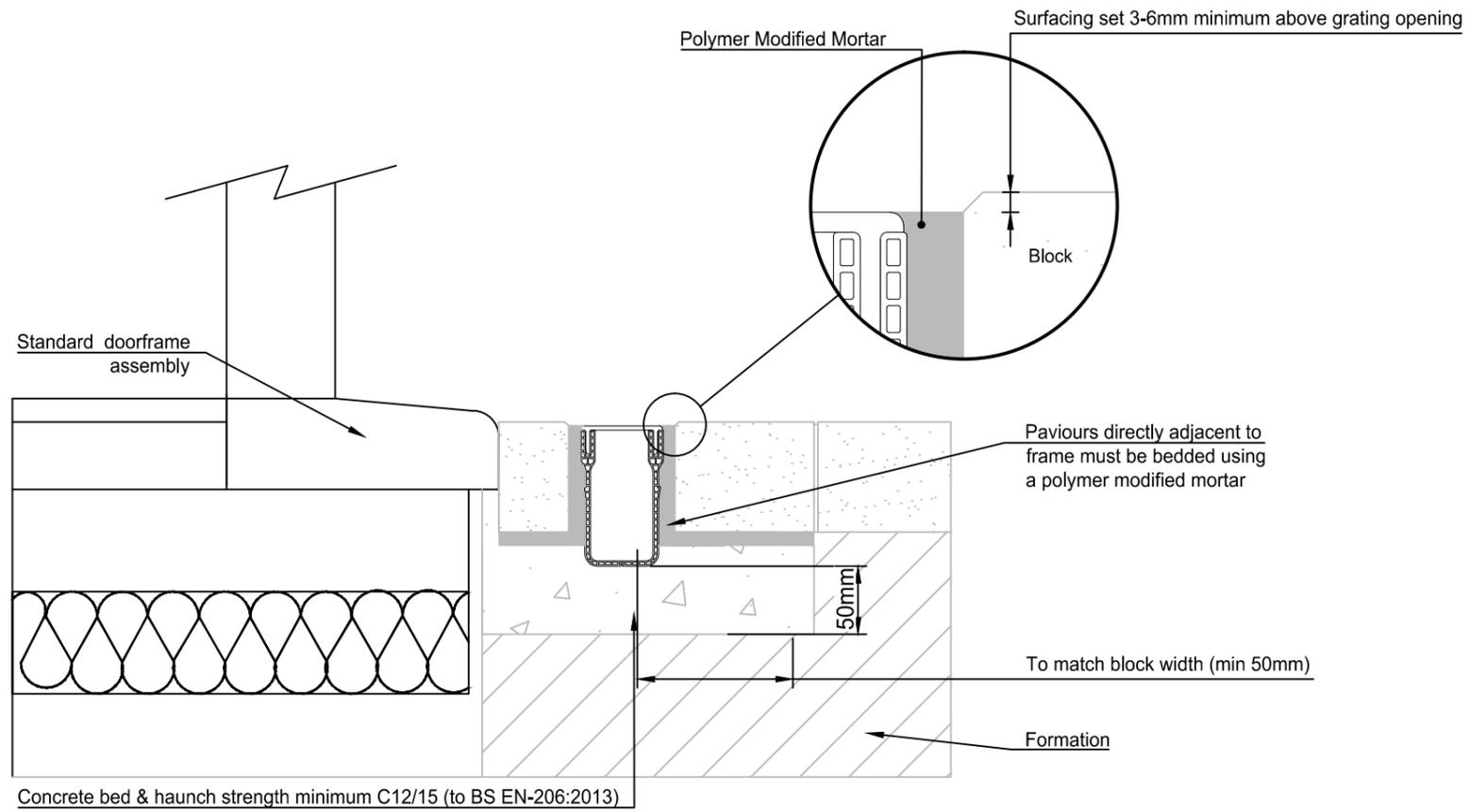
Client  
The CDS Group

**Scott White and Hookins**  
Structural Engineering | Civil Engineering | Sustainability and BREEAM | CDM Consultancy

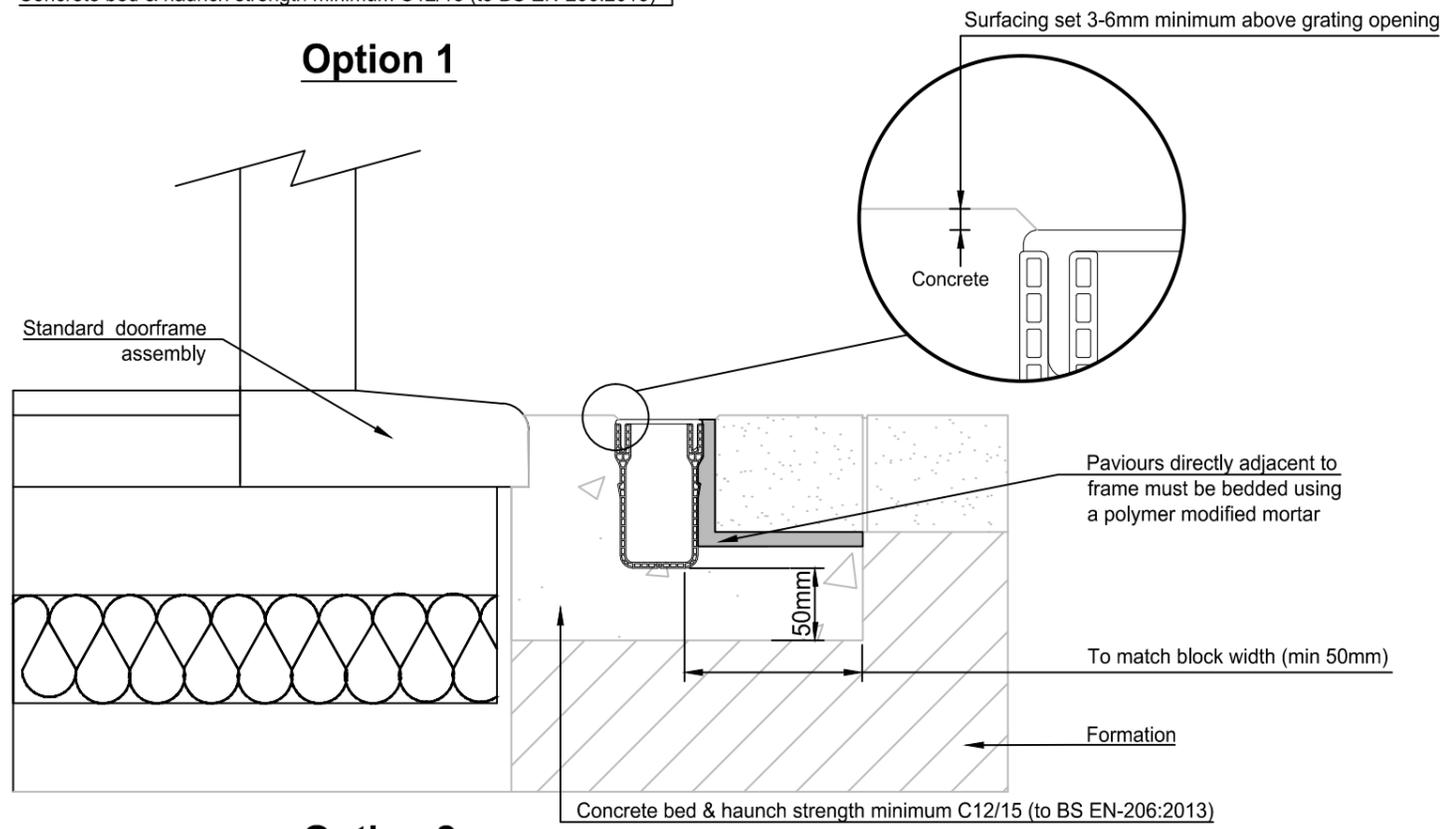
Fountain House, 26 St. John's Street, Bedford MK42 0AQ  
T: +44 (0)1234 213111 W: www.swh.co.uk E: info@swh.co.uk

Scale at A1 - As indicated  
**203924-SWH-ZZ-XX-DR-S-1000-T01**  
Project | Originator | Zone | Level | Type | Role | Number | Rev.

DO NOT SCALE FROM THIS DRAWING



**Option 1**



**Option 2**

**NBS Specification:**  
 ACO Threshold Drain should be specified in section Q10:180. Assistance in completing this clause can be found in ACO Technologies product entries in NBS Plus, or a model specification can be downloaded from [www.aco.co.uk](http://www.aco.co.uk). For further assistance, contact the ACO Water Management Design Services Team.

**Best Practice and Workmanship:**  
 ACO can give guidance with respect to the most suitable methods of installation for each of the products in the ACO Threshold Drain range. ACO Threshold Drain should be installed using levels of workmanship that accord with the National Code of Practice (UK: BS8000-0:2014) and in keeping with BS EN 1433:2002 (Drainage channels for vehicular and pedestrian areas).

Detailed installation statements and methodologies will vary for all sites as each will have different aspects deserving particular consideration, consequently the relevant approvals should be sought from the consulting engineer and/or the installer.

**1.0 Load Class**  
 Installation recommendations shown are ACO minimum recommendations for BS EN 1433:2002 load class requirements.

**2.0 Ground Conditions**  
 The long term performance of a channel installation to sustain vertical and lateral loads depends upon A) ground conditions B) stability of the adjacent pavement and C) a durable concrete bed and surround. The recommended installation detail may require the minimum dimensions to be revised to achieve site specific load class requirements (referred to in 1.0 above).

**3.0 Installation into in-situ Slab**  
 Where a channel is to be installed into an existing concrete slab it is necessary to cut a suitably sized pocket in the slab. The channel will then need to be bedded in polymer modified mortar of 25mm minimum thickness (this may vary depending on the type of mortar used). Engineering advice may be necessary.

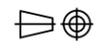
**4.0 Temporary Installation**  
 A channel installation is not complete until the final surfacing is laid. In any temporary condition, i.e. with the channel walls projecting above adjacent ground, site traffic should not cross channels. Loose boards, stone fill or cover plates will not protect the channel walls or grating. A temporary channel crossing should be formed by raising the ground level locally, to 3 - 6mm above top of ACO channel, either side of a channel for a distance of 750 to 1000mm, to form ramps. Note that the channel load class should be adequate to carry the site traffic.

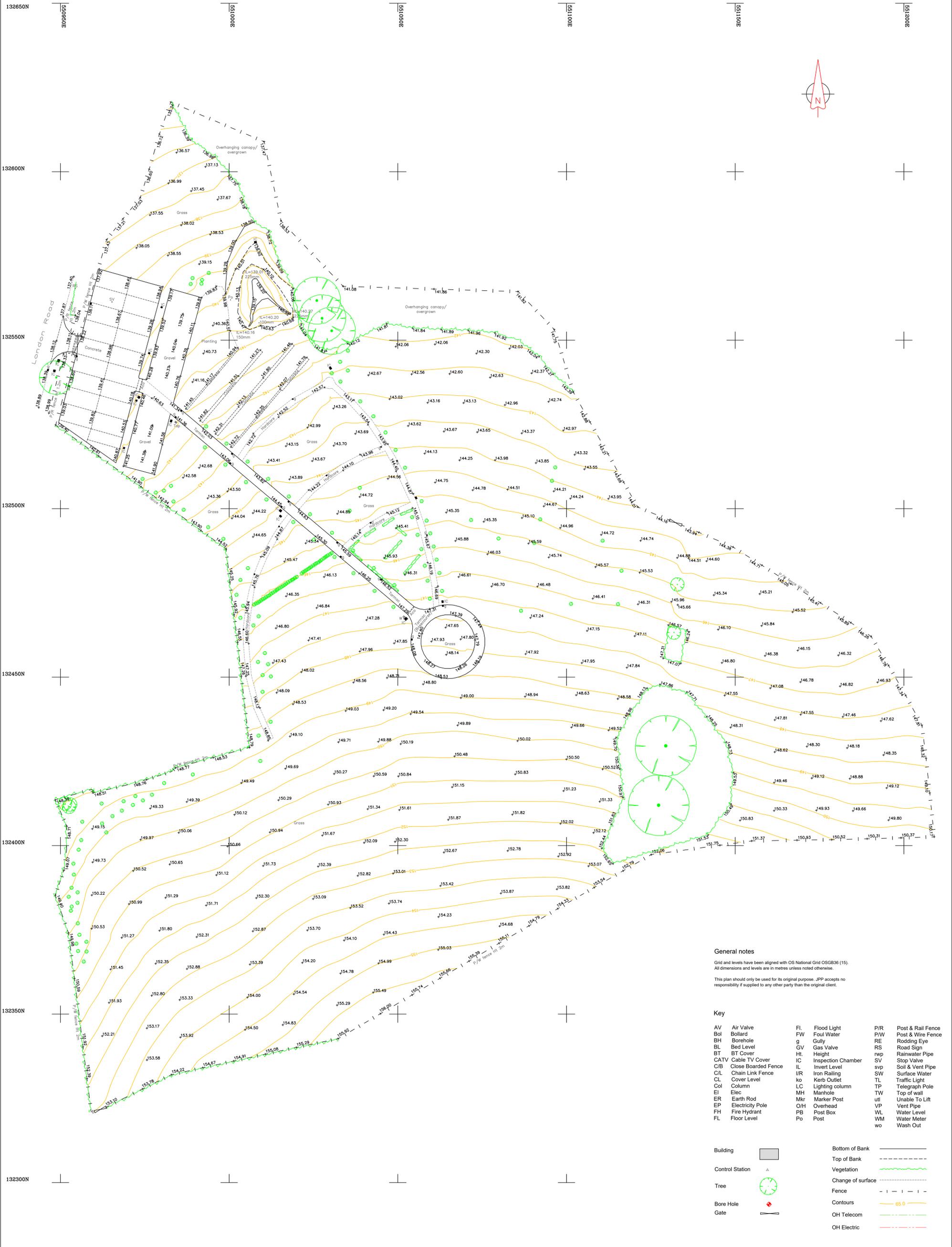
**5.0 Block Pavements**  
 The channel must be supported laterally. Blocks laid directly against a channel must be restrained from movement by bedding securely on the concrete haunch e.g. by using a polymer modified mortar for bed and perpendicular joints (e.g. RONAFIX mortar mix C or similar). Blocks or slabs bedded on sand remote from the channel should be set at a higher level to compensate for possible settlement of the paving in service.

**6.0 Channel Protection**  
 Avoid contact between compaction equipment and top of ACO channel. The installer must ensure that the finished surface level lies above the top of the channel (by at least 3-6mm). Covering or protecting the grating, before concreting the haunch or laying blocks, removes the time and cost associated with cleaning the channel and grating of cement material and embedded stones. (Please note that ACO channels must be installed with the grating in place to prevent deformation of the channel).

**7.0 Watertight Installation to BS EN 1433:2002**  
 Where ACO channel joints/fittings and channel/pavement interfaces are to be sealed, an appropriate sealant should be used. Guidance on the necessary surface preparation and/or priming should be sought from the sealant manufacturer.

- For Guidance a typical method of application follows:**
- The end faces of the channels are to be sound and free from dust, oil, and grease, with any loose material or dirt removed, e.g. by mechanical wire brush. No water drops should be evident.
  - Using a standard cartridge gun, apply the sealant evenly and with no flaws. The detail on the ends of a channel varies from one product to another:
  - Products with a basically flat face - apply the sealant in a layer approximately 5mm thick to one face of the joint.
  - Products with a sealing groove within the end face - apply the sealant in a bead of approximately 10mm diameter into the sealing groove.
  - Products with a sealing groove following the inside shape of the channel - apply the sealant to the end face of the channel and to the sealant groove, such that when the joint is completed, the sealant will both cover the end face and fill the groove.
  - The channel unit should be placed on the prepared concrete bedding and pressed against the previously placed channel unit. A sealed joint of approximately 1-2mm width should be formed between adjacent channel units.
  - Excess sealant should be wiped from the inside face of the channel to leave a smooth finish.
  - The sealant is to be left to cure for 24 hours, during which time the sealant should be kept as dry as possible.

|   |                         |   |               |
|---|-------------------------|---|---------------|
| B   | 29/01/2018              | Misc Changes  | WBP           |
| A   | 19/01/2018              | Title Block   | WBP           |
| Version   | Date                    | Description   | Name          |
|    |                         | Drawing Number: 24125   | Revision: B   |
| ACO Business Park<br>Hitchin Road<br>Shefford<br>Bedfordshire<br>SG17 5TE, UK<br>Tel: 01462 816666<br>www.aco.co.uk   |                         | <b>ACO THRESHOLD DRAIN<br/>         INSTALLATION DETAIL DRAWING</b>                                     |               |
| Created by: WBP   | Released by: WBP        | Projection: ISO-A  | Units: mm     |
| Created at: 09/11/2017  | Released at: 19/01/2018 |   | Format: A3    |
| Replacement for:  | Replaced by:            |   | Scale: 1 : 5  |
| Information contained in this drawing is copyright property of ACO Technologies plc. Any reproduction in part or whole without written permission of ACO Technologies plc is prohibited |                         |   | Sheet: 1 of 1 |



**General notes**  
 Grid and levels have been aligned with OS National Grid OSGB36 (15).  
 All dimensions and levels are in metres unless noted otherwise.  
 This plan should only be used for its original purpose. JPP accepts no responsibility if supplied to any other party than the original client.

**Key**

|      |                     |     |                    |     |                   |
|------|---------------------|-----|--------------------|-----|-------------------|
| AV   | Air Valve           | Fl  | Flood Light        | P/R | Post & Rail Fence |
| Bol  | Bollard             | FW  | Foul Water         | P/W | Post & Wire Fence |
| BH   | Borehole            | g   | Gully              | RE  | Rodding Eye       |
| BL   | Bed Level           | GV  | Gas Valve          | RS  | Road Sign         |
| BT   | BT Cover            | Ht  | Height             | rwp | Rainwater Pipe    |
| CATV | Cable TV Cover      | IC  | Inspection Chamber | SV  | Stop Valve        |
| C/B  | Close Boarded Fence | IL  | Invert Level       | svp | Soil & Vent Pipe  |
| CL   | Chain Link Fence    | I/R | Iron Railing       | SW  | Surface Water     |
| CL   | Cover Level         | ko  | Kerb Outlet        | TL  | Telegraph Pole    |
| Col  | Column              | LC  | Lighting column    | TP  | Top of wall       |
| EI   | Elec                | MH  | Manhole            | ul  | Unable To Lift    |
| ER   | Earth Rod           | Mk  | Marker Post        | VP  | Vent Pipe         |
| EP   | Electricity Pole    | O/H | Overhead           | WL  | Water Level       |
| FH   | Fire Hydrant        | PB  | Post Box           | WM  | Water Meter       |
| FL   | Floor Level         | Po  | Post               | wo  | Wash Out          |

|                 |  |                   |  |
|-----------------|--|-------------------|--|
| Building        |  | Bottom of Bank    |  |
| Control Station |  | Top of Bank       |  |
| Tree            |  | Vegetation        |  |
| Bore Hole       |  | Change of surface |  |
| Gate            |  | Fence             |  |
|                 |  | Contours          |  |
|                 |  | OH Telecom        |  |
|                 |  | OH Electric       |  |

|  |  |   |   |                    |
|--|--|---|---|--------------------|
| <p><b>Northampton</b><br/>         4 Ironstone Way, Briworth,<br/>         Northampton, NN6 9UD<br/>         T: 01604 781811</p> <p><b>Warwick</b><br/>         Unit 12A, Warwick Innovation Centre,<br/>         Warwick Technology Park, Gallows Hill,<br/>         Warwick, CV34 6UW<br/>         T: 02476 100530</p> <p><b>Milton Keynes</b><br/>         Suite 25 Linford Forum, Rockingham Drive,<br/>         Linford Woods, Milton Keynes, MK14 6LY<br/>         T: 01908 889433</p> | <ul style="list-style-type: none"> <li>• Infrastructure Design</li> <li>• Geotechnical &amp; Environmental</li> <li>• Structural Engineering</li> <li>• Surveying</li> <li>• Planning Services</li> <li>• Professional Advice</li> </ul> | <p><b>Drawn By:</b> JG</p> <p><b>Chkd By:</b> TB</p> <p><b>Scale @ A1:</b> 1:500</p> <p><b>Date:</b> Feb 2023</p> <p><b>Status:</b></p> <p><b>Project No.:</b> 26283Y</p> | <p><b>Client:</b> The CDS Group</p> <p><b>Project:</b> Summersales Cemetery</p> <p><b>Title:</b> Topographical Survey</p> <p><b>Drawing No.:</b> 01</p> | <p><b>Rev:</b></p> |
|--|--|---|---|--------------------|



**Crowborough Town Council  
Summersales Contemplation  
Building Tender  
Section 9: Pricing Schedule**

# Crowborough Contemplation Building

C  
D  
S



Cemeteries & Crematoria



Parks & Leisure



Environmental Solutions

Contract Sum Analysis

Revision:

# Crowborough Contemplation Building

## Pre-ambles

|   |  |
|---|--|
| A | The works within this pricing document have not been measured in accordance with the rules of the RICS New Rules of Measurement or any other Method of Measurement.  |
| B | All work is to be carried out in accordance with all information included herein and as otherwise detailed. This is inclusive of but exclusive to; Contract form and terms thereof, policy, specifications, main contract preliminaries, design information, survey outputs and the like.  |
| C | The items listed are for general guidance only; descriptions of work items give a general indication of work to be carried out and are not comprehensive. The tenderer is to co-ordinate all of the project information provided and allow for all costs associated with delivering the project whether specifically mentioned or not. The tenderer is at liberty to add further items to those listed if they so choose in the space provided at the end of the schedule. No errors or omissions from the items listed shall relieve the tenderer from his responsibility to allow for all requisite work shown, described or reasonably to be inferred from the specification requirements, all relevant drawings and survey Information.  |
| D | At the end of the each section of the schedule of works opportunity is given for the tenderer to insert other costs for items that are not included in the schedule. Note should no works be identified it will be assumed that all requirements have been included and priced elsewhere within this pricing schedule.   |
| E | The tenderers are to check the quantities provided as part of their tender submission. Any alterations to quantities after tender submission will not be accepted.   |
| F | The tenderer is required to price each item separately. Any item not priced shall be deemed to be included. The tenderer is to note that that grouping of items for pricing will not be accepted. The tender must be returned using the Pricing Document provided and not a quotation, scanned estimating software print-out or other method of presentation.  |
| G | The tenderer is to include for all financial implications regarding each item , this includes; the method, sequence and timing of work; working in / adjacent to any occupied buildings and areas; working in proximity to, and protecting, existing live and/or isolated service installations, security, safety and protection; temporary works, facilities and services; plant and access requirements, labour and attendances, management and all other matters as set out within the documentation herein. In addition to the foregoing, 'Supply' costs are to include for the manufacture, delivery, unloading packing, protection of all required elements as stipulated herein or to be reasonably assumed. Moreover, 'Install' pertains to labour and all costs in connection with; assembling, fitting, fixing materials and goods in position including all cutting and wastage; plant tools and any other requirements the tenderer deems necessary for works execution. |
| H | Items of demolition and alteration are to include for disposal whether or not defined in the description. Old materials, fittings, equipment, spoil and the like arising from the demolitions and alterations shall become the property of the tenderer unless stated otherwise. The tenderer shall give full benefit to the Employer of any credit wherever appropriate.  |
| I | Words imparting the singular only also include the plural and vice versa when the context requires.  |
| J | Reference to 'all associated works' includes for all necessary trades, attendances, materials, plant, specialist labour etc. as required and determined by the tendering tenderer to deliver the specified scope of works.   |
| K | All rates submitted will be inclusive of any out of hours working and no additional uplift post tender will be accepted.   |
| L | Once contractor appointment has been made, the following documents will need to be submitted prior to appointment: <ul style="list-style-type: none"><li>o Construction method statement</li><li>o Site set up plan</li><li>o Draft construction programme</li><li>o Copy of company's insurances</li></ul>  |

# Crowborough Contemplation Building

## Contract Sum Analysis

| Ref      | Description   | Total         |
|----------|---|---------------|
| <b>A</b> | <b>Construction works</b>   |               |
| A1       | Ground slab inc foundations   | -             |
| A2       | Retaining Walls   | Not Required  |
| A3       | Drainage (rates including excavation and reinstatement)                                     | -             |
| A4       | External finishes   | -             |
| A5       | External works/Landscaping  | -             |
| A6       | Internal finishes   | -             |
| A7       | M&E   | 1,437         |
| A8       | Other Items   | 60,500        |
| A9       | Tenderer additional items   | -             |
|          | <b>Measured works total</b>   | <b>61,937</b> |
|          | <b>Main contractor on-costs</b>   |               |
| A9       | Preliminaries   | -             |
| A10      | Design team fees  | -             |
| A11      | Building control fee  | -             |
| A12      | Overheads and profit  | -             |
|          | <b>On-cost total</b>  | <b>-</b>      |
|          | <b>Sub-total</b>  | <b>61,937</b> |
| <b>B</b> | <b>Contractor's design portion</b>  |               |
| B1       | Remedial retaining wall as required and shown in drawing (refer to provisional sum section) | -             |
| B2       | Drainage to be provided behind the wall   | -             |
| B3       |   | -             |
|          | <b>Contractor's design portion total</b>  | <b>-</b>      |
|          | <b>Total proposed contract sum to form of tender</b>  | <b>61,937</b> |

# Crowborough Contemplation Building

## Contract Works

| Ref         | Item Description   | Q'ty | Unit | Rate | Total |
|-------------|--|------|------|------|-------|
| <b>1.00</b> | <b>Ground slab inc foundations</b>   |      |      |      |       |
| 1.01        | Clear site   |      |      | -    | -     |
| 1.02        | Protection to existing tarmac surfaces   |      |      | -    | -     |
| 1.03        | Works to site levels   |      |      | -    | -     |
| 1.04        | Screen and process cut material for re-use   |      |      | -    | -     |
| 1.05        | Displacing cut materials across site   |      |      | -    | -     |
| 1.06        | Soft spots, obstructions, ground water   |      |      | -    | -     |
| 1.07        | Grade RC28/35 concrete slab. A393 mesh top (50mm cover) 150mm MOT type 1 sub base and 50mm sand binded to level finish                               |      |      | -    | -     |
| 1.08        | Grade FND2 strip footing   |      |      | -    | -     |
| 1.09        | 140mm wide 7.3N/mm2 hollow blockwork wall with H10 L bar reinforcement @ 440 ctrs. Voids to be infilled with high slump concrete with 10mm aggregate |      |      | -    | -     |
| 1.10        | 20mm compressible filler with approved polysulphide sealant top, around perimeter of slab  |      |      | -    | -     |
| <b>2.00</b> | <b>Retaining Walls</b>   |      |      |      |       |
| 2.01        | Not required   |      |      | -    | -     |
| <b>3.00</b> | <b>Drainage (rates including excavation and reinstatement)</b>   |      |      |      |       |
| 3.01        | Surface water below ground drainage, uPVC pipework   |      |      | -    | -     |
| 3.02        | Surface water inspection chambers  |      |      | -    | -     |
| 3.03        | Surface water connection to existing inspection chamber  |      |      | -    | -     |
| 3.04        | Slimline threshold channels for entry to the building (non shown on plan so provisional sum allowance)   |      |      | -    | -     |
| 3.05        | Drainage points for installation of rain water downpipes   |      |      | -    | -     |
| <b>4.00</b> | <b>External finishes</b>   |      |      |      |       |
| 4.01        | Roofing - Steel corrugated profile sheet in dark grey RAL 7016 Anthracite  |      |      | -    | -     |
| 4.02        | External wall cladding - Horizontal timber rainscreen cladding - Scottish larch  |      |      | -    | -     |
| 4.03        | Sioo:x treatment to timber cladding  |      |      | -    | -     |
| 4.04        | Installation of free issue rooflights  |      |      | -    | -     |
| 4.05        | Rainwater gutters - Galvanised metal   |      |      | -    | -     |
| 4.06        | Fire stopping  |      |      | -    | -     |
| <b>5.00</b> | <b>External works/Landscaping</b>  |      |      |      |       |
| 5.01        | Timber decking to front of building  |      |      | -    | -     |
| 5.02        | Brushed concrete path to permineter  |      |      | -    | -     |
| 5.03        | Excavate and re-instate tarmac for drain run installation  |      |      | -    | -     |
| 5.04        | Planting   |      |      | -    | -     |
| 5.05        | ACO 100mm slimline threshold drain to door threshold   |      |      | -    | -     |
| 5.06        |  |      |      |      |       |
| <b>6.00</b> | <b>Internal finishes</b>   |      |      |      |       |
| 6.01        | 38mm Gyproc Thermaline PIR to perimeter walls  |      |      | -    | -     |
| 6.02        | 78mm insulated plasterboard to ceilings  |      |      | -    | -     |
| 6.03        | Prepare and decorate walls   |      |      | -    | -     |
| 6.04        | Prepare and decorate ceilings  |      |      | -    | -     |
| 6.05        | Floor finishes   |      |      | -    | -     |
| 6.06        |  |      |      |      |       |
| <b>7.00</b> | <b>M&amp;E</b>   |      |      |      |       |
| 7.01        | Incoming power supply  |      |      | -    | -     |
| 7.02        | Mains distribution   |      |      | -    | -     |
| 7.03        | Mains smoke detector   |      |      | -    | -     |
| 7.04        | Fire Alarm   |      |      | -    | -     |
| 7.05        | Pendant lighting   |      |      | -    | -     |
| 7.06        | 13A twin switched socket   |      |      | -    | -     |
| 7.07        | Saxby s.s external   |      |      | -    | -     |

# Crowborough Contemplation Building

## Contract Works

| Ref                             | Item Description  | Q'ty | Unit | Rate      | Total     |
|---------------------------------|---|------|------|-----------|-----------|
| 7.08                            | Saxby s.s external - PIR controlled   |      |      | -         | -         |
| 7.09                            | Supply Ceiling mounted heaters - as per Infrared Heating Ltd quotation                                      | 1    | Item | 1,436.53  | 1,436.53  |
| 7.10                            | Installation of ceiling mounted heaters   |      |      | -         | -         |
| 7.11                            | 40w downlights  |      |      | -         | -         |
|                                 |   |      |      |           |           |
| <b>8.00</b>                     | <b>Other Items</b>  |      |      |           |           |
| 8.01                            | Supply of modular building to supplied details - Heb Homes  | 1    | Item | 60,500.00 | 60,500.00 |
| 8.02                            | Installation of modular building to supplied details - Heb Homes  |      |      | -         | -         |
| 8.03                            | Works associated with installation of modular building (Heb homes exclusions)                               |      |      | -         | -         |
|                                 |   |      |      |           |           |
| <b>8.00</b>                     | <b>Tenderer additional items</b>  |      |      |           |           |
|                                 | Tenderers are required to insert any item deem required to satisfy all requirements of the tender document: |      |      |           |           |
| 8.01                            | ...   |      |      | -         | -         |
| 8.02                            | ...   |      |      | -         | -         |
| 8.03                            | ...   |      |      | -         | -         |
| 8.04                            | ...   |      |      | -         | -         |
|                                 |   |      |      |           |           |
| <b>TOTAL CARRIED TO SUMMARY</b> |   |      |      |           | <b>-</b>  |

# Crowborough Contemplation Building

## Provisional Sums

| Ref                             | Item Description  | Q'ty | Unit | Rate | Total    |
|---------------------------------|---|------|------|------|----------|
| -                               | <b>Provisional Sums (as per Preliminaries item A54)</b> |      |      |      |          |
| 110                             | ...   | 1    | PS   | -    | -        |
| 110a                            | ...   | 1    | PS   | -    | -        |
| 110b                            | ...   | 1    | PS   | -    | -        |
| 110c                            | ...   | 1    | PS   | -    | -        |
| 110d                            | ...   | 1    | PS   | -    | -        |
| <b>TOTAL CARRIED TO SUMMARY</b> |   |      |      |      | <b>-</b> |

# Crowborough Contemplation Building

## Preliminaries

| Ref                             | Item Description  | Q'ty | Unit  | Rate | Total |
|---------------------------------|---|------|-------|------|-------|
| -                               | <b>GENERAL</b>  |      |       |      |       |
| -                               | The preliminary items included hereunder apply to the whole of the works contained within this tender document and the tenderer must allow for complying with the same and for any cost incurred in connection herewith. The rates inserted by the tenderer for preliminary items shall be deemed to apply to the whole of the works carried out including all variations to this contract. |      |       |      |       |
| -                               | The tenderer shall carefully study the tender documents and satisfy himself as to the full extent, character and nature of the Works to be performed under this Contract. The Employer shall not entertain any claim arising from the tenderer's failure to study these documents.  |      |       |      |       |
| -                               | <b>PRELIMINARIES</b>  |      |       |      |       |
|                                 | <b>Pre-contract surveys</b>   |      |       |      |       |
|                                 | Drainage (incl. CCTV)   |      | nr    |      |       |
|                                 | Core samples  |      | item  |      |       |
|                                 | Subs can and utilities  |      | item  |      |       |
|                                 | Intrusive (building structure)  |      | item  |      |       |
|                                 | Electrical  |      | item  |      |       |
|                                 | Manager attendance for surveys  |      | shift |      |       |
|                                 | <b>Pre-Contract</b>   |      |       |      |       |
|                                 | Management, commercial, meetings etc. (incl. accommodation, travel)   |      | item  |      |       |
|                                 | <b>Construction</b>   |      |       |      |       |
|                                 | On and off-site management/staff (incl. all accommodation, travel, subsistence etc.)  |      |       |      |       |
|                                 | Contracts manager   |      | week  |      |       |
|                                 | Site manager (day)  |      | week  |      |       |
|                                 | Quantity surveyor (day)   |      | week  |      |       |
|                                 | Health and safety manager   |      | week  |      |       |
|                                 | General site labour   |      |       |      |       |
|                                 | Labourers (day) - semi-skilled  |      | week  |      |       |
|                                 | Facilities  |      |       |      |       |
|                                 | Telephones  |      | week  |      |       |
|                                 | IT and Internet Facilities  |      | week  | -    | -     |
|                                 | Site Signage  |      | item  | -    | -     |
|                                 | Temporary lighting and 100v transformers  |      | item  | -    | -     |
|                                 | Temporary Services - Electric   |      | item  | -    | -     |
|                                 | Site accommodation  |      | week  | -    | -     |
|                                 | Temporary toilets   |      | week  | -    | -     |
|                                 | Plant   |      |       | -    | -     |
|                                 | Small Tools & Plant   |      | week  | -    | -     |
|                                 | Hoarding  |      | m     | -    | -     |
|                                 | Access Equipment  |      | week  | -    | -     |
|                                 | Skips   |      |       | -    | -     |
|                                 | 14 yard skip  |      | nr    | -    | -     |
|                                 | Cleaning  |      |       | -    | -     |
|                                 | Weekly cleaning   |      | nr    | -    | -     |
|                                 | Warranties  |      |       | -    | -     |
|                                 | Contract Warranties   |      | item  | -    | -     |
|                                 | Insurances  |      |       | -    | -     |
|                                 | Contract Insurance  |      | %     | -    | -     |
|                                 | CDM   |      |       | -    | -     |
|                                 | O&M Manuals   |      | item  | -    | -     |
|                                 | Health & Safety Compliance  |      | item  | -    | -     |
|                                 | Building regs fee   |      | item  | -    | -     |
| <b>TOTAL CARRIED TO SUMMARY</b> |   |      |       |      | -     |



**Crowborough Town Council  
Summersales Contemplation  
Building Tender**

**Section 10:**

**Responsibilities Matrix**

## **Responsibilities Matrix**

The tenderer is to familiarise themselves with the extent of works that others will undertake in order to allow the tenderer to commence / complete their works. If the tenderer believes there are elements of work that should be allowed for by others, the tenderer should notify Crowborough Town Council in the return of this tender. If the tenderer does not notify Crowborough Town Council of such additional works, it will be deemed the tender has included these works within their tender submission.

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**Crowborough Town Council  
Summersales Contemplation  
Building Tender  
Section 11: Tender Query  
Form**

