



Employer's Requirements V.01

Menai Avenue & Pen-Y-Bryn, Port Talbot

Blake Morgan Project & Cost Management

October 2026

JCT DESIGN & BUILD CONTRACT 2024 EDITION

October 2026

These Employer's Requirements entitled "Employer's Requirements V.01 for the Design and Construction of 29No Units at Menai venue & Pen-Y-Bryn, Port Talbot" are:

based on JCT Design and Build Contract 2024 Edition

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A. INTRODUCTION

1. BRIEF DESCRIPTION OF THE PROJECT

Name: Menai Avenue & Pen-Y-Bryn, Port Talbot

Nature: The design and construction for the delivery of 29No new build units. The works also include for site wide infrastructure, plus other external buildings, external works, drainage and services etc.

Location: Croeserw, Port Talbot, SA13 3SE

Length of contract: [TBC] by Contractor.

Commencing: Proposed commencement date is: [TBC]

2. STAGE 3 DESIGN

The Employer has engaged the consultants identified within Section A10 to provide Stage 3 Design services, sufficient to allow a full planning submission to be made.

3. NOVATION

There is no obligation for the Contractor to enter into a deed of novation with each of the Employer's Design Consultants defined under Section A10.

4. PLANNING AND BUILDING CONTROL APPROVAL

The Employer has made a full planning submission to the local planning authority, with an outcome to be determined by the end of October 2026, under statutory timeframes.

The Contractor shall discharge all specified planning conditions in respect of The Works, and pay all fees and disbursements in connection with. Any amendments to the Contractor's Proposals that become necessary to conform with the approval of any conditions, including the specified pre-commencement planning conditions imposed by the Planning Authority, shall be notified to the Employer prior to implementation. Such amendments shall not be regarded as a change in the Employer's Requirements and the Contractor shall pay all fees and costs in connection therewith.

Furthermore, the Contractor shall complete the design, obtain all Statutory Building Regulation approvals and all other necessary approvals including those for any changes made to the Employer's Requirements by the Contractor's Proposals. The Contractor shall provide the Employer with copies of all approval notices and he shall pay all fees in connection therewith.

Should compliance with the Building Regulations or the requirements of the Fire Officer or of any other body having jurisdiction necessitate amendment to the design or layout of the Works, the Employer's approval is to be obtained thereto before it is effective. No adjustment will be made to the Contract Sum for such compliance provided that the regulation requiring such compliance was in force or promulgated prior to the Base Date.

5. ALTERNATIVE/ VARIANT TENDERS

Not Required

6. DOCUMENTS AND TERMS USED ON THIS PROJECT

The Form of Contract will be the JCT Design and Build Contract 2024 Edition.

In this Form of Contract, the Employer states his requirements in a document entitled Employer's Requirements and the Contractor is required to respond to these Employer's Requirements with a further document entitled the Contractor's Proposals. The breakdown of the Contract Sum is to be given in a Contract Sum Analysis, in relation to the Contractor's Proposals.

6.1 Employer's Requirements

The Employer's Requirements are contained in this document entitled " Employer's Requirements V.01 for the Design and Construction of 29No Units at Menai venue & Pen-Y-Bryn, Port Talbot " which contains both text and drawings.

Certain drawings, specifications and other documents have been prepared by consultants employed by the Employer prior to the date of this tender. These are set out in Appendix C of the Employer's Requirements. It is intended that these drawings specifications and documents be included in the Contractor's Proposals as described in Article 4 of the JCT Design and Build contract.

Tenderers are required to check and satisfy themselves as to the adequacy and completeness of the information contained in Appendix C, and to confirm acceptance that it be included in the Contractor's Proposals. If any tenderer has any comments or queries or if he believes that it is appropriate to make any alterations to the drawings specifications and documents contained in Appendix C, they are required to do so with his tender.

Wherever in these Employer's Requirements reference is made to the Particular Specification such provisions shall not form part of the Employer's Requirements but shall be regarded only as an indication to tenderers of the Employer's preferences. Where the Contractor adopts such preferences or modifications thereto these shall be deemed to form part of the Contractor's Proposals and therefore to have been checked and approved by the Contractor who will have the same liability therefore as if he had prepared them, or caused them to be prepared himself. Tenders are to be based on the Employer's Requirements and Particular Specification so that bids can be compared on an equal basis.

Tenderers will be permitted to submit with their tender alternatives to the Particular Specifications, together with the effect upon their tender amounts, provided only that they have submitted a tender which wholly incorporates the Particular Specifications. Any such alternative proposals to the Particular Specification shall be of no less a standard than is stated in or reasonably to be inferred from the relevant Particular Specifications and the remainder of the tender documents.

6.2 Contractor's Proposals

The Contractor's Proposals shall be deemed to have incorporated the provisions of the Particular Specification in accordance with section 6.1 of the Introduction to these Employer's Requirements and shall incorporate such further specification or general matters and drawings as are necessary fully to describe the Works and the standards to which the same shall be designed and constructed. Where the Contractor has, in his Contractor's Proposals, either proposed alternatives to the Particular Specification (in accordance with the previous clause of these Employer's Requirements) or incorporated further provisions, such alternatives and further provisions shall be to no less a standard of design, workmanship and materials than is contained in the Employer's Requirements and the Particular Specification or reasonably to be inferred there from and the Contractor shall inform the Employer of these changes. Any discrepancy between the Employer's Requirements and the Contractor's Proposals shall be resolved as presented in clause 2.14 within the Schedule of Amendments – refer to Appendix A.

6.3 Contract Sum Analysis

The Contract Sum Analysis (CSA hereafter) is to be appended to the Contractor's Proposals in the format laid out in Appendix A to these Employer's Requirements. In support of the Contract Sum Analysis, the Contractor shall complete a quantified, priced schedule of rates plus any further substantiation or analyses as the Employer shall in his absolute discretion direct. The Contractor hereby acknowledges that any mistake, inaccuracy or omission in the quantities, descriptions and computations contained in either the CSA or such further detail or analyses, shall be corrected by the Contractor. There shall be no addition to the Contract Sum in respect of such correction or in respect of any instruction of the Employer (including any instruction requiring a Change) relating to any such mistake, inaccuracy or omission.

6.4 Provisional Sums

The works that are the subject of Provisional Sums given in the Contract Sum Analysis supplied with the tender documents are listed in Appendix N and form part of these Employer's Requirements and such sums shall be deemed to be included in the Contract Sum. The Contractor is not permitted to use any other Provisional Sums in the formulation of his tender.

The Contractor hereby acknowledges that the value of the Provisional Sums included within Appendix D is to cover the net cost of the provision of costs described. Against each Provisional Sum in Appendix N, the Contractor is required to separately price profit, general attendance, special attendance and design fees.

Should the Contractor fail to identify separately as required in Appendix D, it will be deemed that profit, general attendance, special attendance and design fees have been included elsewhere in the Contract Sum.

The Contractor shall make due allowance for programming, planning and pricing of preliminaries to the extent that this can reasonably be inferred from these Employers Requirements and is deemed to have allowed elsewhere in the Contract Sum for all other costs arising from and incorporating the design and construction of work which is the subject of such Provisional Sums.

General attendance is deemed to include the use of the Contractor's temporary roads, paving's and paths, the provision of temporary power, lighting and water supplies, clearing away rubbish, provision of space for subcontractors, the statutory authorities'/undertakers' own offices and the storage of their plant and materials and the use of sanitary accommodation and welfare facilities provided by the Contractor.

6.5 Project Bank Account

Not required.

6.6 Design Responsibility

The Employer has engaged the Project Team identified in A10/110 to provide an RIBA Stage 3 concept design. It will be the Contractor's responsibility to review the current status of the design and complete all further surveys, logistics reviews and any necessary design development and/ or amendment to deliver the scope of works required.

The Contractor hereby acknowledges that he is responsible for the design and coordination of the design development process and producing detailed working drawings from this point onwards. The Contractor shall review the current stage of the design and appoint the necessary consultants and sub-contractors to complete the design.

During the progress of the works at monthly intervals, at Practical Completion and at end of the Rectification Period, the Contractor shall procure from each of his design consultants reports on the quality of the work and its compliance or otherwise with the Employers Requirements. Reports produced during progress of the works each month shall be incorporated within the Contractors Progress Report.

Sums are to be included within the Contract Sum Analysis to cover the design services required to deliver the works.

The Contractor's design consultants/sub-Contractors/suppliers with design input shall be responsible for meeting the requirements of Regulation 11 of the Construction (Design and Management) Regulations 2015, so far as they are applicable.

The Contractor shall submit with his proposal the names of his design team, including any sub-Contractors or suppliers who have a design input, which have been, or which are to be, appointed.

6.7 Building Control

The project must comply with the current Building Regulations and the Contractor will be responsible for preparing and submitting all necessary drawings and calculations to obtain Building Regulation Approval with the Local Authority Building Control (or other approved).

The Contractor shall pay all costs, fees and disbursements in connection therewith and identify those costs in the Pricing Document.

Should any amendments be required to the Contractor's Proposals design drawings to comply with Building Regulations, they shall be incorporated in the Contractor's Proposals, submitted at tender, and any resultant works shall be deemed to have been included in the Contract Sum.

6.8 Professional Indemnity Insurance (PII)

The Contractor's consultants/ the Contractor's in-house design team and any sub-contractors/ specialist suppliers who carry out any works which involve a significant design input to the scheme shall maintain professional indemnity insurance in the amount of £5,000,000.00 for any one occurrence or series of occurrences arising out of any one event for a period of twelve years from the date of completion for the purposes of the obligations in relation to the Development provided always that such insurance is available in

the market at commercially reasonable rates. The Contractor or his Consultants, Sub-Contractors and/or Suppliers providing warranties in accordance with clause A20/1080 shall immediately inform the employer if such insurance ceases to be available at commercially reasonable rates.

As and when requested to do so by the employer the Contractor and/or his Consultants, Sub-Contractors and/ or Suppliers with a design input shall produce for inspection the current document certifying all the conditions of its professional indemnity insurance that are being maintained.

7. PERFORMANCE BOND

Please refer to Appendix A.

8. WARRANTIES

Please refer to Appendix A.

9. PRICING REQUIREMENTS - BATHROOMS

Contrary to the design information contained within Appendix C of the Employer's Requirements, the Contractor is to price all bathrooms' specifications in accordance with the following table. As such, such sums are deemed to be included within the tender submitted:

Bathroom Type			
Accommodation Type	Number	Bathroom Facility Type	Products
1 Bed First Floor Flat	7	Standard Bathroom	As described in Appendix 8 - Tai Tarian Design Principles and Specification October 2026
1 Bed Ground Floor Flat	7	Walk-In Shower	As described in Appendix 8 - Tai Tarian Design Principles and Specification October 2026
2 Bedroom House	2	Walk-In Shower on GF and Standard Bathroom on First Floor.	As described in Appendix 8 - Tai Tarian Design Principles and Specification October 2026
1 Bedroom Bungalow	4	Walk-In Shower	As described in Appendix 8 - Tai Tarian Design Principles and Specification October 2026
1 Bed Supported Living	8	Walk-In Shower	As described in Appendix 8 - Tai Tarian Design Principles and Specification October 2026
2 Bed Supported Living	1	Walk-In Shower as per indicative layout provided below	As described in Appendix 8 - Tai Tarian Design Principles and Specification October 2026

Note: Walk-In Shower layout to have shower on long shower wall

A10 Project particulars

Clauses

110 The Project

Name: Menai Avenue & Pen-Y-Bryn, Port Talbot

Nature: New Build Development

Location: Croeserw, Port Talbot, SA13 3SE

Timescale for construction work: To be confirmed by Contractor

120 Employer (client)

Name: Tai Tarian Ltd

Address: Ty Gwyn, Brunel Way, Neath, Neath Port Talbot, SA11 2FP

Contact: Richard Oatway

Telephone: 01639 505 916

Email: richard.oatway@taitarian.co.uk

130 Principal Contractor (CDM/ Building Regulations)

1. Duties: As per CDM Regulations 2015.
2. Name: To be confirmed
3. Address:
4. Contact:
5. Telephone:
6. Email:

132 Principal Contractor (SWMP)

Name: To be confirmed.

Address:

Contact:

Telephone:

Email:

140 Employer's Agent

Name: Blake Morgan LLP

Address: One Central Square, Cardiff, CF10 1FS

Contact: Antony Catris

Telephone: 02920 686 255

Email: antony.catris@blakemorgan.co.uk

150 Principal Designer (CDM/ Building Regulations)

Duties: As per CDM Regulations 2015.

Name: Business Development Services Wales Ltd

Address: Richmond Crescent, Haverfordwest, Pembrokeshire, SA61 1EH

Contact: Roy Jones

Telephone: 07583 630 274

Email: info@bdswales.co.uk

170 Structural and Civil Engineer

Name: Spring Consultancy Ltd

Address: Unit 2 Chapel Barns, Merthyr Mawr, Bridgend, CF32 0L5

Contact: Max Collis

Telephone: 01656 656 267

Email: max@springconsultancy.ltd

175 Mechanical and Electrical Engineer

Name: To be appointed by Contractor.

Address:

Contact:

Telephone:

Email:

180 Landscape Architect

Name: DP Landscape Architecture Ltd

Address: 2 Briar Edge, Forest Hall, Newcastle upon Tyne, NE12 7JN

Telephone: 0191 597 1724

Email: info@dpla.co.uk

198 Fire Engineer

Name: To be appointed by Contractor.

Address:

Contact:

Telephone:

Email:

Ω End of Section

A11 Tender and contract documents

Clauses

110 Tender Drawings

The tender drawings are: Located in Appendix C of the Employer's Requirements

120 Contract drawings

The contract drawings: As per the Tender Drawings.

Exceptions:

160 Pre-construction information

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.

Supporting Documentation:: Appendix F.

Ω End of Section

A12

The site/ existing buildings

Clauses

110 The site

Description: The construction of 29No units across 3No parcels of land, including the construction of all external works associated, including drainage, roads, hard and soft landscaping, SAB, boundary treatments, cycle storage etc.

120 Existing buildings on/ adjacent to the site

Description: Each parcel is situated on vacant greenfield land, enclosed by occupied properties and transportation links via Pen-Y-Bryn Road and Menai Avenue Road.

140 Existing utilities and services

Drawings: (Information shown is indicative only): Appendix M of the Employer's Requirements.

Other information: Included in the tender documents.

The Contractor is wholly responsible for ascertaining the adequacy of the preliminary information provided and for making all further investigations as maybe considered necessary in connection therewith.

The Contractor shall carry out all necessary service enquires to establish the precise location of all services and drainage in and around the site and is satisfied that all services and drainage are available for the development.

The Contractor shall remove/ reposition/ divert existing services and drainage as necessary for completion of the works and any such works will be deemed to be included within the Contract Sum.

160 Soils and ground water

Information: Included in Appendix C of the tender documents.

170 Site investigation

Report: Included in Appendix C of the tender documents.

The Contractor is solely responsible for determining the accuracy of the survey investigation provided and shall allow for all costs whatsoever emanating from the findings of such survey, which will affect or determine the final design and construction of the project.

180 Health and safety file

Other documents: There is no Health and Safety File for the existing site.

200 Access to the site

Description: Access to the site will be achieved via Maesteg Road (A4063) and/or Pen-Y-Bryn Road, onto Menai Avenue.

Limitations: Notwithstanding the above, the Contractor shall examine the Employer's Requirements and satisfy himself in respect of the most appropriate construction access point. The Contractor will liaise with the Local Authority to obtain all necessary licenses and consents, the Contractor shall pay all charges in connection therewith. Should the Contractor wish to visit site during the tender period he should notify the Employer's Agent of his intentions

Limitations:: The Contractor shall include for all costs to provide a safe site access point including, but not limited to, the provision of safety signage, route markers and notices, the provision of all temporary access roads and barriers and the provision, where necessary, of a site gateman. The Contractor shall include for all costs incurred in mitigating the effects of construction traffic upon the users, both pedestrian and vehicular, of adjacent property and the adjoining surrounding highways.

Limitations:: The Contractor will be deemed to have satisfied himself as regards to existing roads, or other means of communications with any access to the site, the risk of injury or damage to property adjacent to the site or to occupiers of such property, the conditions under which construction activities will have to be carried out and generally to have obtained his own information on all matters affecting the execution of the Works. Please note that highway parking will not be permitted.

Limitations:: The Contractor must ensure that all roads to and from the site are kept clean of any debris etc. arising from the contract works and the Contractor must ensure that all pedestrian and vehicular traffic is provided with unhindered access and movement at all times.

Limitations:: The Contractor is required to formulate a traffic management plan to ensure that risks associated with vehicles arriving and leaving the site are kept to a minimum. In addition, the Contractor will be expected to liaise with the Local Highway Authority in order to co-ordinate any related works required to facilitate use of the site, outside of the building footprint.

210 Parking

Restrictions on parking of the Contractor's and employees' vehicles: As per PCI document in Appendix G.

Limitations:: Restrictions on parking of the Contractor's and employees' vehicles - Contractors are permitted to bring their vehicles to site but must ensure disruption to adjacent sites/ public areas is kept to a minimum.

Limitations:: The contractor is responsible for ensuring that parking/ transport is available for both his and his employees' vehicles and for complying with the constraints of the site and highway/local authority.

220 Use of the site

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

Limitations: All pedestrian and vehicular routes must be kept clear and unobstructed at all times. The Contractor shall note that all roads and footpaths beyond the site boundaries will be in use by members of the general public concurrent with the works and the Contractor shall maintain safe pedestrian and vehicular routes around the site at all times. The Contractor shall therefore keep these roads and associated footpaths clear and unobstructed at all times and divert as necessary to facilitate the safe carrying out of the works. The Contractor shall provide, maintain and remove on completion all necessary temporary barriers, lighting, warning signs, etc.

230 Surrounding land/ building uses

General: Adjacent or nearby uses or activities are as follows: the previously developed County Flats 1 (CF1) development, Afan United Football Club, Port Talbot Indoor Bowls, The Front Bar and Grill, Cinnamon Kitchen and the Afan Lido Development.

240 Health and safety hazards

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: As per survey information contained within Appendices D and G.

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.

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

Assessment: Ascertain the nature of the site, access thereto and all local conditions and restrictions likely to affect the execution of the Works.

Arrangements for visit: The Employer (A10/120)

250 Site visit A

Assessment: The Contractor is deemed to have visited the site and ascertained for himself on his own responsibility and at his own expense all information which may be necessary for providing a tender and entering into a contract.

No claim by the Contractor for additional payment shall be allowed on the grounds of lack of knowledge or any misunderstanding or misinterpretation in respect of the site visit. Allowance shall be deemed to have been made for local conditions, the nature and accessibility of the site, the nature and extent of operations, the supply of and conditions affecting labour, storage space for materials, including additional handling and transporting due to the site conditions, positions of underground drains and services, the nature and levels of the ground and the execution of the Works generally. No claim by the contractor for additional payment shall be allowed on the ground of any misunderstanding or misinterpretation in respect of any such matter nor shall the Contractor be released from any risks or obligations imposed on or undertaken by him under the Contract or any such ground that he did not or could not foresee any matter which may affect or could have affected the execution of the Works.

Ω End of Section

A13

Description of the work

Clauses

110 Preparatory work by others

Details: Not applicable.

120 The works

Description: The construction of 29No units across 3No parcels of land, including the construction of all external works associated, including drainage, roads, hard and soft landscaping, SAB, boundary treatments, cycle storage etc.

130 Work by others concurrent with the Contract

Description: None

Ω End of Section

A20 JCT Design and Build Contract (DB)

Clauses

JCT Design and Build Contract

The Contract: [JCT Design and Build Contract \(DB\), 2024 Edition](#).

Requirement: Allow for the obligations, liabilities and services described.

Recitals

First - The Works

Comprise: The design and construction of 29No units across 3No parcels of land, including all associated external works, drainage, roads etc.

Fifth - Division of the works into sections

The Fifth Recital will not be deleted.

Articles

4 - Employer's Agent

Employer's Agent: See clause A10/140.

6 - CDM Regulations - Principal Designer and Principal Contractor

Principal Designer: See clause A10/130.

Principal Contractor: See clause A10/130.

7 - Building Regulations - Principal Designer and Principal Contractor

Principal Designer: See clause A10/130.

Principal Contractor: See clause A10/130.

10 - Legal proceedings

Amendments: The Law of England and Wales applies.

Contract Particulars

Fourth recital and clause 4.5 - Construction industry scheme (CIS)

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

Fifth Recital - Description of Sections

Description of Sections

Not used.

Sixth Recital - Framework agreement

Framework Agreement: Not applicable.

Seventh Recital and Part 1 of Schedule 2 - Supplemental Provisions - Part 1

Named Sub-Contractors: Supplemental Provision 1 Does not apply.

Valuation of Changes - Contractor's estimates: Supplemental Provision 2 Does not apply.

Loss and expense - Contractor's estimates: Supplemental Provision 3 Does not apply.

Seventh Recital and Part 2 of Schedule 2 - Supplemental Provisions - Part 2

Acceleration Quotation: Supplemental Provision 4 Applies.

Health and safety: Supplemental Provision 5 Applies.

Cost savings and value improvements: Supplemental Provision 6 Applies.

Performance Indicators and monitoring: Supplemental Provision 7 Does not apply.

Article 5 - Employer's Requirements, Contractor's Proposals, Contract Sum Analysis

Employer's Requirements: In Tender Documentation.

Contractor's Proposals: Appendix E.

Contract Sum Analysis: Appendix B.

Specific Requirements: Not applicable.

Article 9 - Arbitration

Article 9 and clauses 9.4 to 9.9 (Arbitration) Do not apply.

Clause 1.1 - Base Date

Base Date: Date of Tender Return.

Clause 1.1 - BIM Protocol

BIM Protocol (where applicable): Not applicable.

Clause 1.1 - Date for Completion of the Works

Date for Completion of the Works (where completion by Sections does not apply): To be confirmed.

Clause 1.7.3 - Addresses for service of notices

Employer

Address: As A10/120.

Contractor

Address: As A20/130.

Clause 1.7.4.2 - Service of notices by email

Clause 1.7.4.2:

Employer's email: richard.oatway@taitarian.co.uk

Contractor's email: To be confirmed.

Clause 2.3 - Date of Possession of the site

Date of Possession of the site: To be confirmed.

Clause 2.4 - Deferment of possession of the site

Clause 2.4 Applies.

Where clause 2.4 applies, maximum period of deferment is 6-weeks.

Clause 2.17.3 - Limit of Contractor's liability for loss of use, etc.

Limit of Contractor's liability for loss of use: Unlimited.

Clause 2.29.2 - Liquidated damages

Damages: At the rate of £3,092.95 per calendar week or part there-of.

Clause 2.34 - Section Sums

Section sums

Not applicable .

Clause 2.35 - Rectification Period

Period: 12 months from the date of practical completion of the Works.

Clause 4.2, 4.12 and 4.13 - Fluctuations Provision

Fluctuations Provision: No Fluctuations Provision applies

Clause 4.6 - Advance payment and Advance Payment Bond

Advance payment: Clause 4.6 does not apply.

Clause 4.7 - Method of payment - Alternative B

Payment: Periodically, in accordance with Alternative B.

Clause 4.7.2 - Interim Payments - Interim Valuation Dates

The first Interim Valuation Date is: To be confirmed, and thereafter the same date in each month or the nearest Business Day in that month.

Clause 4.15.4 - Listed Items - uniquely identified

Listed items: A bond is not required.

Clause 4.15.5 - Listed Items - not uniquely identified

Listed items: A bond is not required.

Clause 4.17 - Contractor's Retention Bond

Clause 4.17 does not apply.

Clause 4.18.1 - Retention Percentage

Retention: 3 per cent.

Clause 4.21.6 and 4.21.7 - Relevant Matters

Clause 4.21.6 (the effects of an epidemic on the execution of the Works etc.) Does not apply.

Clause 4.21.7 (exercise of a statutory power etc.) Does not apply.

Clause 5.5 - Daywork

Percentage Additions to each section of the prime cost or, if they apply in respect of labour, the All-Inclusive Rates, are set out in the following document: Not permitted.

Clause 6.4.1 - Contractor's Public Liability Insurance: Injury to persons or property

Insurance cover for any one occurrence or series of occurrences arising out of one event: £5,000,000.00 (Five Million Pounds)

Clause 6.5.1 - Insurance - liability of Employer

Minimum amount of indemnity for any one occurrence or series of occurrences arising out of one event: £10,000,000.00 (Ten Million Pounds)

Clause 6.7 and Schedule 3 - Works Insurance - Insurance Option applicable

Schedule 3

Insurance Option A applies.

Percentage to cover professional fees: 15

Where Insurance Option A applies, annual renewal date (as supplied by the Contractor): To be confirmed.

Clause 6.10 and Schedule 3 - Terrorism Cover

Details of the required cover

Not required..

Clause 6.15 - Professional Indemnity Insurance

Level of cover

Amount of indemnity required: Is for any one claim or series of claims arising out of one event and is £ 5,000.000 (Five Million Pounds).

Expiry of required period of Professional Indemnity Insurance: 12 years

Clause 6.17 - Joint Fire Code

The Joint Fire Code: Does not apply.

Clause 6.20 - Joint Fire Code - amendments and revisions

Joint Fire Code - Amendments/ revisions: The cost, if any, of compliance with amendments or revisions to the Joint Fire Code shall be borne by Does not apply.

Clause 7.2 - Assignment/ grant by Employer of rights under clause 7.2

Clause 7.2 Applies.

Clause 7.3.1 - Performance bond or guarantee

Bond or guarantee from bank or other approved surety: To be agreed.

Required form: As per Appendix A.

Initial value (percentage of the Contract Sum): 10%

Clause 7.3.2 - Guarantee from the Contractor's parent company

Guarantee: to be reviewed against Performance Bond requirements.

Parent company's name and registration number: To be confirmed.

The required form of guarantee is set out in: As per Appendix A.

Clause 7.4 - Third Party Rights and Collateral Warranties

Details: As set out in the following documents: Appendix A.

Clause 8.9.2 - Period of suspension (termination by Contractor)

Period of suspension: 2-months.

Clauses 8.11.1.1 to 8.11.1.7 - Period of suspension (termination by either Party)

Period of suspension: 2-months.

Clause 9.1 - Notification and negotiation of disputes

The respective nominees of the Parties are

Employer's nominee: Andrew Hall

Contractor's nominee: To be confirmed

Or such replacement as each Party may notify to the other from time to time.

Clause 9.3.1 - Adjudication

The Adjudicator is: To be nominated.

Nominating body: Where no Adjudicator is named or where the named Adjudicator is unwilling or unable to act (whenever that is established): The Royal Institution of Chartered Surveyors

Clause 9.5.1 - Arbitration

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

Conditions - No Amendments

Section 1: Definitions and Interpretation

1.5 - Reckoning periods of days

Amendments: None.

1.11 - Applicable law

Amendments: None.

Section 2: Carrying out the Works - No Amendments

Section 3: Control of the Works - No Amendments

Section 4: Payment - No Amendments

Section 5: Changes - No Amendments

Section 6: Injury, Damage and Insurance - No Amendments

Section 7: Assignment, Performance Bonds and Guarantees, Third Party Rights and Collateral Warranties - No Amendments

Section 8: Termination - No Amendments

Section 9: Settlement of Disputes - No Amendments

Project Bank Account - No Amendments

Execution

Execution

The contract: Will be executed As a deed.

Ω End of Section

A30 Tendering/ subletting/ supply

Main contract tendering

110 Scope

General: These conditions are supplementary to those stated in the invitation to tender and on the form of tender.

145 Tendering procedure

General: In accordance with the principles of: NBS Guide to Tendering for Construction Projects. .

Arithmetical errors: Pricing Document is dominant.

160 Exclusions

Inability to tender: Immediately inform if any parts of the work as defined in the tender documents cannot be tendered.

Relevant parts of the work: Define those parts, stating reasons for the inability to tender.

170 Acceptance of tender

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.

Costs: No liability is accepted for any cost incurred in the preparation of any tender.

190 Period of validity

Period: After submission or lodgement, keep tender open for consideration (unless previously withdrawn) for not less than 13-weeks.

Date for possession: See section A20.

Pricing/ submission of documents

210 Preliminaries in the specification

The Preliminaries/ General conditions sections (A10-A56 inclusive) have been prepared in accordance with NRM 2.

220 Pricing of preliminaries

Abbreviations - the following have been used:

F = Fixed charge item.

TR = Time related charge item.

310 Tender

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

440 Contract sum analysis

Content of the Analysis: To be developed by the Contractor during Stage 1.

Form: Microsoft Excel.

480 Programme

Programme of work: Prepare a summary showing the sequence and timing of the principal parts of the Works and periods for planning and design. Itemize any work which is excluded.

Submit: With tender.

520 Contractor's proposals

Proposals – include the following:

Design drawings: As necessary.

Technical information: As necessary.

Submit: To be developed by the Contractor during Stage 1.

540 Quality control resources

Statement: Describe the organization and resources to control the quality of the Works, including the work of subcontractors.

QA staff: Identify in the statement the number and type of staff responsible for quality control, with details of their qualifications and duties.

Submit: With tender.

550 Health and safety information

Content: Describe the proposed organization and resources to safeguard the health and safety of operatives, including those of subcontractors, and of any person whom the Works may affect.

Include:

Policy document: A copy of the Contractor's health and safety policy documents, including risk assessment procedures.

Records: Accident and sickness records for the past five years and of any previous Health and Safety Executive enforcement action.

Training: Records of training and training policy.

Personnel: The proposed number and type of staff responsible for health and safety on this project with details of their qualifications and duties.

Submit: Within one week of request.

570 Outline construction phase health and safety plan

Content: Submit the following information within one week of request, for agreement of the Principle Designer or CDM Advisor:

Risk assessment: Method statements on how risk from hazards identified in the pre-construction information and other hazards identified by the contractor will be addressed. Procedures for carrying out risk assessment and for managing and controlling the risk.

Management system: Details of the proposed management structure, responsibilities and arrangements for issuing health and safety directions. Include procedures for informing other contractors and employees of health and safety hazards.

Selection: Proposed procedure for ensuring competency of other contractors, the self-employed and designers.

Communication: Procedures for communications between the project team, other contractors and site operatives. Include arrangements for cooperation and coordination between contractors.

Emergency: Procedures including those for fire prevention and escape.

Records: Arrangements for ensuring that accidents, illness and dangerous occurrences are recorded.

Personnel: Procedures for ensuring that persons on site have received relevant health and safety information and training. Include arrangements for consulting with and taking the views of people on site, for preparing site rules and drawing them to the attention of those affected and ensuring compliance.

Monitoring: Monitoring procedures to ensure compliance with site rules, selection and management procedures, health and safety standards and statutory requirements. Review procedures to obtain feedback.

Welfare facilities: Include appropriate arrangements.

Submittal date: Prior to Construction.

595 Environmental policy

Environmental Policy: See A11/180.

599 Freedom of Information Act

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.

Determination: Submit requests received. Do not supply information to anyone other than the project participants without express written permission.

Confidentiality: Maintain at all times.

Subletting/ supply

630 Domestic subcontracts

Details: Provide details of all subcontractors and the work for which they will be responsible.

Submit: Within one week of request

Ω End of Section

A31 Provision, content and use of documents

Definitions and interpretations

110 Definitions

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

Definition: Includes advise, inform, submit, give notice, instruct, agree, confirm, seek, provide or obtain information, consent or instructions, or make arrangements.

Format: In writing to the person named in clause A10/140 unless specified otherwise.

Response: Do not proceed until response has been received.

130 Products

Definition: Materials, both manufactured and naturally occurring, and goods, including components, equipment and accessories, intended for the permanent incorporation in the Works.

Includes: Goods, plant, materials, site materials and things for incorporation into the Works.

135 Site equipment

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.

Includes: Construction appliances, vehicles, consumables, tools, temporary works, scaffolding, cabins and other site facilities.

Excludes: Products and equipment or anything intended to form or forming part of the permanent works.

140 Drawings

Definitions: To [BSRIA BG 6 Design framework for building services](#).

CAD data: In accordance with BS EN ISO 19650.

145 Contractor's choice

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

150 Contractor's Design

Meaning: Design to be carried out or completed by the Contractor and supported by appropriate contractual arrangements, to correspond with specified requirements.

155 Submit proposals

Meaning: Submit information in response to specified requirements.

160 Terms used in specification

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.

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.

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.

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.

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.

Keep for recycling: As 'keep for reuse', but relates to a naturally occurring material rather than a manufactured product.

Make good: Execute local remedial work to designated work. Make secure, sound and neat. Excludes redecoration and/ or replacement.

Replace: Supply and fix new products matching those removed. Execute work to match original new state of that removed.

Repair: Execute remedial work to restore something to its original working state. Make secure, sound and neat. Excludes redecoration and/ or replacement.

Refix: Fix removed products.

Ease: Adjust moving parts of designated products, or work to achieve free movement and good fit in open and closed positions.

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.

System: Equipment, accessories, controls, supports and ancillary items (including installation) necessary for that section of the work to function.

Building Manual: A document containing information of use to subsequent building owners, occupiers and users about the requirements and procedures for effective operation, maintenance, decommissioning and demolition of the building.

170 Manufacturer and product reference

Definition: When used in this combination:

Manufacturer: The person or legal entity under whose name or trademark the particular product, component or system is marketed

Product reference: The proprietary brand name and/ or identifier by which the particular product, component or system is described.

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

Products: If an alternative product to that specified is proposed, obtain approval before ordering the product.

Reasons: Submit reasons for the proposed substitution.

Information to be submitted:

- Manufacturer and product reference.
- Cost.
- Availability.
- Relevant standards.
- Performance.
- Function.
- Compatibility of accessories.
- Proposed revisions to drawings and specification.
- Compatibility with adjacent work.
- Appearance.
- Copy of warranty or guarantee.

Alterations to adjacent work: If needed, advise scope, nature and cost.

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

210 Cross references

Accuracy: Check remainder of the annotation or item description against the terminology used in the section or clause referred to.

Related terminology: Where a numerical cross reference is not given, the relevant sections and clauses of the specification will apply.

Relevant clauses: Clauses in the referred to specification section dealing with general matters, ancillary products and execution also apply.

Discrepancy or ambiguity: Before proceeding, obtain clarification or instructions.

220 Referenced documents

Conflicts: Specification prevails over referenced documents.

230 Equivalent products

Inadvertent omission: Wherever products are specified by proprietary name the phrase 'or equivalent' is NOT to be deemed included.

"Equivalent" products shall not be used without prior consent from the EA.

Substitution rules shall apply as A31/200

240 Substitution of standards

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 recognized in the UK.

Before ordering: Submit notification of all such substitutions.

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

Currency: References to published documents are to the editions, including amendments and revisions, current on the date of the invitation to tender.

260 Sizes

General dimensions: Products are specified by their co-ordinating sizes.

Timber: Cross section dimensions shown on drawings are:

Target sizes as defined in [BS EN 336](#) for structural softwood and hardwood sections.

Finished sizes for non-structural softwood or hardwood sawn and further processed sections.

Documents provided on behalf of employer

410 Additional copies of the drawings/ documents

Additional copies: Issued all drawings and documents will be issued electronically. .

440 Dimensions

Scaled dimensions: Do not rely on.

460 The specification

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

Documents provided by contractor/ subcontractors/ suppliers

510 Changes/ amendments to Employer's Requirements

Contractor's changes to Employer's Requirements: Support request for substitution or variation with all relevant information.

Employer's amendments to Employer's Requirements: If considered to involve a variation, which has not already been acknowledged as a variation, notify without delay (maximum period 7 days), and do not proceed until instructed. Claims for extra cost, if made after the variation has been carried out, may not be allowed.

Submit: One copy.

600 Contractor's Design information

Master programme: Make reasonable allowance for completing design/ production information, submission (including information relevant to the CDM Regulations), comment, inspection, amendment, resubmission and reinspection.

Information required: A complete set of design information up to the completion of RIBA Stage 4 is to be developed by the Contractor, whilst meeting the Employer's Requirements.

Format: Electronic.

620 As-built drawings and information

General: Provide the following drawings/ information:

A full set of as built drawings covering all elements of the works. Operating and Maintenance Manuals. Any supporting detail required by the Principal Designer for inclusion in the Health and Safety file.

Submit: At least two weeks before date for completion.

640 Maintenance instructions and guarantees

Components and equipment: Obtain or retain copies, register with manufacturer and hand over on or before completion of the Works.

Information location: In Building Manual.

Emergency call out services: Provide telephone numbers for use after completion. Extent of cover: 24hrs, 7-days a week.

650 Energy rating calculation

Calculation documentation

Number of copies: Two.

Deliver to: Energy Performance Certificate Assessor and also lodge in the Building Manual.

Document/ data interchange - No Amendments

Ω End of Section

A32 Management of the works

Generally

110 Supervision

General: Accept responsibility for coordination, supervision and administration of the Works, including subcontracts.

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.

110x CDM Regulations

The Contractor shall undertake the role of Principal Contractor under the CDM Regulations.

The Contractor shall, before any work may be permitted to be commenced on site, prepare a construction phase plan which complies with the CDM Regulations and provide copies to the Employer, the Principal Designer and the CA.

The Contractor acknowledges that he has been provided with sufficient design and pre-construction information to enable him to prepare the construction phase plan within the CDM Planning Period. If the commencement of the Works is delayed because the Contractor has not prepared and provided the construction phase plan the Contractor shall not be entitled to reimbursement by the Employer of any costs, damages, loss or expense to which the Contractor has been or may be put due to such delay. The Contractor shall not be entitled to any extension of time to the Completion Date for such delay.

The Contractor shall submit a construction phase health and safety plan within one week of appointment. This shall be in the form of required by the Principal Designer

115 Considerate Constructors Scheme

Registration: Before starting work, register the site and pay the appropriate fee.

Contact

Address: Considerate Constructors Scheme Office, The Maltings, Hoe Lane, Ware, SG12 9LR.

Tel: 01920 485959.

Free phone: 0800 7831423.

Web: www.ccscheme.org.uk.

E mail: enquiries@ccscheme.org.uk.

Standard: Comply with the scheme's Code of Considerate Practice.

118 Vehicle safety requirements

Vehicle equipment: Ensure that all vehicles have the following:

Audible alert to other road users to the planned movement of the vehicle when the vehicle's indicators are in operation.

Prominent signage at the rear of the vehicle to warn cyclists of the dangers of passing the vehicle on the inside.

Properly adjusted class VI mirror/s or Fresnel lens to eliminate the near side blind spot.

Side under run guards.

Driver training

Drivers must be trained on vulnerable road user safety through an approved course and hold a current valid Certificate of Competence.

Drivers must have a valid driving licence and be legally able to drive the vehicle.

Scheme membership: Submit evidence of registration with and accreditation to the Fleet Operator Recognition Scheme (FORS)

Level of accreditation:

Submittal date:

120 Insurance

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

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.

Failure to notify: Indemnify the employer/ client against any loss, which may be caused by failure to give such notice.

140 Climatic conditions

Information: Record accurately and retain:

Daily maximum and minimum air temperatures (including overnight).

Delays due to adverse weather, including description of the weather, types of work affected and number of hours lost.

150 Ownership

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

155 Site Waste Management Plan

Prior to commencing works on site, submit the draft Site Waste Management Plan to the CA.

Prior to commencing the work on site complete a written declaration that all reasonable steps will be taken to ensure that:

1. All waste from the site is dealt with in accordance with the Waste Duty of Care in Section 34 of the Environmental Protection Act 1990 (3) and the Environmental Protection (Duty of Care) Regulations 1991 (4)

2. Materials will be handled efficiently and waste managed appropriately

If the commencement of the Works is delayed because the Contractor has not prepared and provided the site waste management plan the Contractor shall not be entitled to reimbursement by the Employer of any costs, damages, loss or expense to which the Contractor has been or may be put due to such delay. The Contractor shall not be entitled to any extension of time to the Completion Date for such delay.

157 Site Waste Management Contents

Include the following in the Site Waste Management Plan:

- Name of the Client;
- Name of the Principal Contractor;
- Author of the Plan;
- Location of the site;
- Estimated cost of the project;
- Name of the project and its design;
- Construction method or materials employed in order to minimise the quantity of waste produced on site;
- Description of each waste type expected to be produced during the course of the project;
- Estimate of the quantity for each different waste type expected to be produced;
- Waste management action proposed for each different waste type, including re-using, recycling, recovery and disposal.

158 Site Waste Management Plan Maintenance

The Site Waste Management Plan is to be updated in accordance with the requirements of the Site Waste Management Plan Regulations 2008 at monthly meetings. Whenever waste is removed from the site the Principal Contractor must record on the site waste management plan:

- (a) the identity of the person removing the waste and the site to which the waste is being taken;
- (b) the types and quantities of waste produced;
- (c) the types and quantities of waste that have been:

- (i) re-used (and whether this was on or off site);
- (ii) recycled (and whether this was on or off site);
- (iii) sent for another form of recovery (and whether this was on or off site);
- (iv) sent to landfill; or
- (v) otherwise disposed of;

(d) update the plan to reflect the progress of the project.

All waste transactions must be recorded or referenced in the plan to prevent the likelihood of fly tipping.

Review, revise and refine the site waste management plan as necessary, to ensure that any changes in respective roles and responsibilities are clearly communicated to those affected. Demonstrate to the CA that the Site Waste Management Plan is updated.

159 Site Waste Management Plan Activity

Ensure that the site waste management plan is kept on site. Ensure that every contractor knows where the Site Waste Management Plan is kept and make it available to any contractor carrying out work described in the plan.

Hand the site waste management plan to the Employer after the completion of the project.

160x Site Waste Management Plan Arrangements and Communication

Be responsible for putting in place effective arrangements and communication in order that all workers engaged in the construction work co-operate effectively in promoting and developing measures to ensure that any waste arising on site is managed within the terms of the Site Waste Management Plan and for checking the effectiveness of such measures including co-ordination of the work and providing every worker with:

- (a) suitable site induction; and
- (b) any further information and training needed for the particular work to be carried out within the terms of the site waste management plan;
- (c) ensuring, so far as is reasonably practicable, that waste produced during construction is re-used, recycled or recovered;
- (d) sufficient site security measures are in place to prevent the illegal disposal of waste from the site.

161 Site Waste Management Plan Execution

Within one month of the work being completed the Contractor must:

- ensure that work is progressing according to the Plan and that the Plan was updated in accordance with this regulation; and
- provide an explanation of any deviation from the Plan.

A certified statement identifying the percentage of reused/recycled waste should be produced by the Contractor at the completion of the contract. This record should be provided to the EA in conjunction with the Post-Completion Checklist.

Programme/ progress

210 Programme

Master programme: When requested and before starting work on site, submit in an approved form a master programme for the works, which must include details of:

Design, production information and proposals provided by the contractor/ subcontractors/ suppliers, including inspection and checking (see section A31).

Planning and mobilization by the contractor.

Earliest and latest start and finish dates for each activity and identification of all critical activities.

Running in, adjustment, commissioning and testing of all engineering services and installations

Work resulting from instructions issued in regard to the expenditure of provisional sums (see section A54)

Work by or on behalf of the employer and concurrent with the contract (see section A50). The nature and scope of which, the relationship with preceding and following work and any relevant limitations are suitably defined in the contract documents.

Exclusions: Where and to the extent that the programme implications for work which is not so defined are impossible to assess, exclude it and confirm this when submitting the programme.

Submit: Electronically

240 Notice of commencement of work

Notice period (minimum): One week

250 Monitoring

Progress

Records: Record on a copy of the programme kept on site.

Delays: Minimize. Take appropriate action to recover lost time.

Corrective action: Where progress falls below target, submit proposals.

Submittal date: As soon as possible.

Completion forecast: Submit on the last working day of each week.

260 Site meetings

General: Site meetings will be held to review progress and other matters arising from administration of the Contract.

Frequency: Every month

Location: On Site

Accommodation: Ensure availability at the time of such meetings.

Attendees: Attend meetings and inform subcontractors and suppliers when their presence is required.

Chairperson (who will also take and distribute minutes): Employer's Agent

265 Contractor's Progress Report

General: Submit a progress report at least 3 days before the site meeting.

Content: Notwithstanding the Contractor's obligations under the Contract the report must include:

- Report on general progress relative to the Master Programme;
- Challenges/ delays experienced on site;
- Adverse weather conditions experienced;
- Schedule of operations being undertaken on site indicating a comparison between the percentage of work completed against the percentage of works planned to be complete on the Master Programme by the date of that report;
- A schedule of labour and plant employed on the site including extent of locally used labour force;
- A schedule of information required from the Contractor's design team as well as an overall design update;
- Details of specifically high-risk hazardous activities that are to be carried out during the following month; This must include details of the activity, safety equipment and supervision of the activity;
- A schedule of information, if required, from the Employer's Agent;
- CDM/ health and safety update;
- Warranty status schedule;
- Confirmation of designed and constructed building gross internal and net internal measurements;
- Employer's Change Order status schedule;

280 Photographs

Number of locations: As applicable

Number of images from each location: 1

Frequency of intervals: Weekly

Image format: Digital PDF

Other requirements: All locations are to be photographed before and after any works are carried out

285 Partial possession by Employer

Clauses 2.30 to 2.34 of Conditions of Contract: Ensure all necessary access, services and other associated facilities are also complete.

290 Notice of completion

Requirement: Give notice of the anticipated dates of completion of the whole or parts of the Works.

Associated works: Ensure necessary access, services and facilities are complete.

Period of notice (minimum): 4-weeks

Control of cost

410 Cash flow forecast

Submission: Before starting work on site, submit a forecast showing the gross valuation of the Works at the date of each Interim Certificate throughout the Contract period. Base on the programme for the Works.

420 Removal/ replacement of existing work

Extent and location: Agree before commencement.

Execution: Carry out in ways that minimize the extent of work.

440 Measurement

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

450 Daywork vouchers

Before commencing work: Give reasonable notice to person countersigning daywork vouchers.

Content: Before delivery each voucher must be:

Referenced to the instruction under which the work is authorised.

Signed by the Contractor's person in charge as evidence that the operatives' names, the time spent by each, the plant and materials shown are correct.

460 Interim payments

Application by Contractor: In-line with the JCT payment timeline stipulated within the main Contract, submit details of amounts due under the Contract together with all necessary supporting information. The details must show the sub-division into the same buildings, work sections or elements as the Contract Sum Analysis.

Details shall be submitted to the Employers Agent including the following supporting Information where applicable:

- Itemised cost breakdown cross referenced to the Contract Sum Analysis
- Detailed list of materials on site together with receipts, and proof title ownership.
- Where materials on site are included, these shall be in accordance with clause A32/470.
- Detailed expenditure of Provisional Sums / Employer's Instructions.
- Percentage basis elemental works values (corresponding to the Contract sum analysis).
- Where design fees, statutory fees or charges are claimed the amount due shall be calculated as a percentage of the work completed, upon receipt of evidence that such payments have been made by the Contractor.
- Where the itemised cost within the Contract Sum Analysis is greater than the value of receipts provided the remainder shall be paid as a percentage throughout the Contract in proportion to the total valuation.
- Site overheads and preliminaries shall be paid as a percentage throughout the contract in proportion to the total valuation.

465 Preliminaries in Interim Certificates

Work priced in the Preliminaries Section will be valued for the purpose of inclusion in Interim Certificates on the following basis:

Fixed charge items will be valued as and when the charge is properly incurred.

Time related charge items will be expressed as a percentage of the Contract Sum excluding the value of all preliminaries items and provisional sums for undefined work and dayworks together with the percentage additions thereto. This percentage will be added to the value of work properly executed and referred to in the Contract excluding the value of variations. This method of valuing preliminary items is for the purposes of Interim Certificates only and shall not be construed as setting a precedent for adoption in the valuation of variations.

470 Products not incorporated into the Works

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.

Evidence: When requested, provide evidence of freedom of reservation of title.

475 Listed products stored off site

Evidence of Title: Submit reasonable proof that the property in 'listed items' is vested in the Contractor.

Include for products purchased from a supplier: A copy of the contract of sale and a written statement from the supplier that any conditions of the sale relating to the passing of property have been fulfilled and the products are not subject to any encumbrance or charge.

Include for products purchased from a supplier by a subcontractor or manufactured or assembled by any subcontractor: Copies of the subcontract with the subcontractor and a written statement from the subcontractor that any conditions relating to the passing of property have been fulfilled.

480 Labour and equipment returns

Records: Provide for verification at the beginning of each week in respect of each of the previous seven days.

Records must show

The number and description of craftsmen, labourers and other persons directly or indirectly employed on or in connection with the Works or Services, including those employed by subcontractors.

The number, type and capacity of all mechanical, electrical and power-operated equipment employed in connection with the Works or Services

Ω End of Section

A33 **Quality standards/ control**

Standards of products and executions

110 Incomplete documentation

General: Where and to the extent that products or work are not fully documented, they are to be:

Standard: Of a kind and standard appropriate to the nature and character of that part of the Works where they will be used.

Suitability: Suitable for the purposes stated or reasonably to be inferred from the project documents.

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

Operatives: Appropriately skilled and experienced for the type and quality of work.

Registration: With Construction Skills Certification Scheme.

Verification: When requested, operatives must produce evidence of skills/ qualifications.

130 Quality of products

Generally: New. (Proposals for recycled products may be considered.)

Supply of each product: From the same source or manufacturer.

Whole quantity of each product required to complete the Works: Consistent kind, size, quality and overall appearance.

Tolerances: Where critical, measure a sufficient quantity to determine compliance.

Deterioration: Prevent. Order in suitable quantities to a programme and use in appropriate sequence.

135 Quality of execution

Generally: Fix, apply, install or lay products securely, accurately, plumb, neatly and in alignment.

Colour batching: Do not use different colour batches where they can be seen together.

Dimensions: Check on-site dimensions.

Finished work: Not defective, e.g. not damaged, disfigured, dirty, faulty, or out of tolerance.

Location and fixing of products: Adjust joints open to view so they are even and regular.

140 Evidence of Compliance

Proprietary products: Retain on site evidence that the proprietary product specified has been supplied.

Performance specification: Submit upon request evidence of compliance with performance specifications, including:

- Test reports indicating properties tested.
- Pass or fail criteria.
- Test methods and procedures.
- Test results.
- Identity of testing agency.
- Test dates and times.
- Identities of witnesses.
- Analysis of results.

150 Inspections

Products and executions: Inspection, or other action, of products or executions must not be taken as approval, unless confirmed in writing and including:

- Date of inspection.
- Part of the work inspected.
- Respects or characteristics which are approved.
- Extent and purpose of the approval.

Any associated conditions.

160 Related work

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:

- Appropriately complete.
- In accordance with the project documents.
- To a suitable standard.
- In a suitable condition to receive the new work.

Preparatory work: Ensure that all necessary preparatory work has been carried out.

170 Manufacturer's recommendations/ instructions

General: Comply with manufacturer's printed recommendations and instructions current on the date of the Invitation to tender.

Exceptions: Submit details of changes to recommendations or instructions.

Execution: Use ancillary products and accessories supplied or recommended by main product manufacturer.

Products: Comply with limitations, recommendations and requirements of relevant valid certificates.

180 Water for the works

Mains supply: Clean and uncontaminated.

Other: Do not use until:

- Evidence of suitability is provided.
- Tested to [BS EN 1008](#) if instructed.

Samples/ approvals

210 Samples

Products or executions: Comply with all other specification requirements and in respect of the stated or implied characteristics either:

- To an express approval.
- To match a sample expressly approved as a standard for the purpose.

220 Approval of products

Submissions, samples, inspections and tests: Undertake or arrange to suit the Works programme.

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.

Complying sample: Retain in good, clean condition on site. Remove when no longer required.

230 Approval of execution

Submissions, samples, inspections and tests: Undertake or arrange to suit the Works programme.

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.

Complying sample: Retain in good, clean condition on site. Remove when no longer required.

Accuracy/ setting out generally

320 Setting out

General: Submit details of methods and equipment to be used in setting out the Works.

Levels and dimensions: Check and record the results on a copy of drawings. Notify discrepancies and obtain instructions before proceeding.

Inform: When complete and before commencing construction.

330 Appearance and fit

Tolerances and dimensions: If likely to be critical to execution or difficult to achieve, as early as possible either:

Submit proposals; or

Arrange for inspection of appearance of relevant aspects of partially finished work.

General tolerances (maximum): To [BS 5606](#), Tables 1 and 2.

340 Critical dimensions

Critical dimensions: Set out and construct the Works to ensure compliance with the tolerances stated.

350 Levels of structural floors

Maximum tolerances for designed levels to be

Floors to be self-finished, and floors to receive sheet or tile finishes directly bedded in adhesive: +/- 10 mm.

Floors to receive dry board/ panel construction with little or no tolerance on thickness: +/- 10 mm.

Floors to receive mastic asphalt flooring/ underlays directly: +/- 10 mm.

Floors to receive mastic asphalt flooring/ underlays laid on mastic asphalt levelling coat(s): +/- 15 mm.

Floors to receive fully bonded screeds/ toppings/ beds: +/- 15 mm.

Floors to receive unbonded or floating screeds/ beds: +/- 20 mm.

360 Record drawings

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

New or existing services: Comply with the bye-laws or regulations of the relevant statutory authority.

420 Water regulations/ bye-laws notification

Requirements: Notify water Statutory Provider of any work carried out to, or which affects, new or existing services. Submit required plans, diagrams and details.

Consent: Allow adequate time to receive Statutory Provider's consent before starting work. Inform the Employer immediately if consent is withheld or is granted subject to significant conditions.

430 Water regulations/ bye-laws contractor's certificate

On completion of the work: Submit a certificate (copy where also required to the water Statutory Provider), including:

Installation: Description of the new installation and/ or the work carried out to an existing installation, including the address.

Statement: Confirmation that the installation complies with the relevant water regulations or bye-laws.

Inspection: Provide the Contractor's name and address, the name and signature of the individual responsible for checking compliance and the date on which the installation was checked.

435 Electrical installation certificate

Submit: When relevant electrical work is completed.

Original certificate: To be lodged in the Building Manual.

440 Gas, oil and solid fuel appliance installation certificate

Before the Completion Date stated in the Contract, submit a certificate stating:

Installation: Description of the new installation and/ or the work carried out to an existing installation, including the address.

Safety: Special recommendations or instructions for the safe use and operation of appliances and flues.

Statement: Confirmation that the installation complies with the appropriate safety, installation and use regulations.

Inspection: Provide the Contractor's name and address, the date on which the installation was checked and the name, qualifications and signature of the competent person responsible for checking compliance.

Certificate location: To be lodged in the Building Manual.

450 Mechanical and electrical services

Final tests and commissioning: Carry out so that services are in full working order at completion of the Works.

Building Regulations notice: Copy to be lodged in the Building Manual.

Supervision/ inspection/ defective work

510 Supervision

General: The whole of the contract work and any significant parts must be under the close control of competent trade supervisors to ensure maintenance of satisfactory quality, progress and coordination.

Evidence: Submit, including details of:

- the person proposed;
- their relevant skills training and knowledge;
- practical experience;
- qualifications;
- membership or registration with professional bodies;
- employment history;
- work related assessments; and
- management structure.

Submittal date: Within one week of request.

Replacement: Give maximum possible notice before changing supervisory personnel.

520 Coordination of engineering services

Suitability: Site organization staff must include one or more persons with appropriate knowledge and experience of mechanical and electrical engineering services to ensure compatibility between engineering and the Works generally.

Evidence: Submit on request, including:

- details of the person proposed;
- their relevant skills, training and knowledge;
- practical experience;
- qualifications; membership or registration with professional bodies;
- employment history;
- work-related assessments; and
- management structure.

530 Overtime working

Notice: Prior to overtime being worked, submit details of times, types and locations of work to be done.

Minimum period of notice: Two days

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.

550 Access for inspection

Removal: Before removing scaffolding or other facilities for access, give notice of not less than three days.

560 Tests and inspections

Timing: Agree and record dates and times of tests and inspections to enable all affected parties to be represented.

Confirmation: One working day prior to each such test or inspection. If sample or test is not ready, agree a new date and time.

Records: Submit a copy of test certificates and retain copies on site.

570 Air permeability

Testing organization: UKAS accredited and registered with the Air Tightness Testing and Measurement Association (ATTMA) or the Independent Air Tightness Testing Scheme (iATS).

Method

Pressure test in accordance with:: BS EN ISO 9972.

Standard

Design airtightness value (maximum $\text{m}^3/(\text{h} \cdot \text{m}^2)$ at 50 Pa): : As per Energy Standards

Results

Content: Include test results and all supporting data.

Copies: As required for building control inspection and inclusion in the Building Manual.

Electronic deposit: Through the ATTMA lodgement database

Additional copies: Provide on request.

580 Continuity of thermal insulation

Record and report: Confirm that work to new, renovated or upgraded thermal elements has been carried out to conform to the specification.

Content:

- Address of premises;
- the Contractor's name and address;
- the name, qualification and signature of a competent person responsible for checking compliance; and
- the date on which the installation was checked.

Submit: Before completion of the Works.

Copy: To be lodged in the Building Manual.

590 Resistance to passage of sound

Method: Pre-completion testing

Compliance: Submit results of testing

Copies: Incorporate in the Building Manual.

595 Energy performance certificate

Assessment: Undertaken by a member of an approved accreditation scheme. Submit details of scheme name and evidence of qualifications when requested.

Format

Certificate: To be incorporated in the Building Manual.

Report: To be incorporated in the Building Manual.

Submit: Before the date of completion.

610 Proposals for rectification of defective products/ executions

Proposals: Where any execution or product is, or appears to be, not in accordance with the Contract, immediately submit proposals for opening up, inspection, testing, making good, adjustment of the Contract Sum, or removal and re-execution.

Acceptability: Such proposals may be unacceptable and contrary instructions may be issued.

620 Measures to establish acceptability

General: Wherever inspection or testing shows that the work, materials or goods are not in accordance with the contract and measures (e.g. testing, opening up, experimental making good) are taken to help in establishing whether or not the work is acceptable, such measures will be at the expense of the Contractor, and will not be considered as grounds for revision of the Completion Date.

630 Quality control

Procedures: Establish and maintain to ensure that the Works, including the work of subcontractors, comply with specified requirements.

Records: Maintain full records, keep copies on site for inspection, and submit copies on request.

Content of records

Identification: Describe each element, item, batch or lot including location in the Works.

Inspections, tests and approvals: Describe purpose and dates.

Nonconforming work: Describe nature and extent of work found.

Corrective action: Details of work carried out.

Work at or after completion

710 Work before completion

General: Make good all damage consequent upon the Works.

Temporary markings, coverings and protective wrappings: Remove unless otherwise instructed.

Cleaning: Clean the Works thoroughly inside and out, including all accessible ducts and voids. Remove all splashes, deposits, efflorescence, rubbish and surplus materials.

Cleaning materials and methods: As recommended by manufacturers of products being cleaned, and must not damage or disfigure other materials or construction.

COSHH dated data sheets: Obtain for all materials used for cleaning and ensure they are used only as recommended by their manufacturers.

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.

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.

715 Project Completion

Handover of dwellings will only take place when all works to the dwelling and external areas, including landscaping within the curtilage, footpaths, driveways, incoming services, drainage, boundaries, roads, pavements and street lighting are complete to the EA's reasonable satisfaction. The timeline for notification of handover and receipt of information shall be as follows:

- Six weeks prior to handover** – the Contractor shall advise the EA and Employer's Representative of completion of second fix (ready for painting) to all dwellings or relevant dwellings in the case of Sectional Completion;

- Submission of drainage CCTV survey to Welsh Water for approval;

- Four weeks prior to handover** – the Contractor shall:-

- o Ensure painting is complete to all dwellings;

- o All roads, footpaths adopted and non-adopted to be completed to base course and drives completed to finished course;

- o All fencing and hard landscaping to plots curtilage complete;

- o Submit one draft copy of the Building Manuals as described in A37/110 for review and comment by the EA;

- o Give the EA and Employer's Representative 5 working days notice that in his opinion the dwellings will be ready for snagging;

- Three weeks prior to handover** – subject to receipt of the notification above, the Employer's Representative shall then commence final snagging of the dwellings. In the event that extensive defects or outstanding work is evident the Employer's Representative will advise the Contractor and final snagging will be deferred for the Contractor to complete and the notification process will commence once more. On no account will the Employer or the EA be held responsible for any delay caused arising from the Contractor's incorrect application of the handover procedure.

- Two weeks prior to handover** – the Contractor shall:-

- o Submit two final copies of the Building Manuals as described in A37/110 to the EA. It is the Contractor's responsibility to ensure the Building Manuals contain all of the information required above and as described in A37. The EA is under no obligation to issue the Certificate of Practical Completion until all of the information has been provided.

- o Submit two copies of the Health and Safety File as described in A37 to the Principle Designer.

- o Notify the EA of the proposed dates for handover as described in A32/290.

720 Security at completion

General: Leave the Works secure with, where appropriate, all accesses closed and locked.

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

Remedial work: Arrange access with the Client.

Rectification: Give reasonable notice for access to the various parts of the Works.

Completion: Notify when remedial works have been completed.

CATEGORY A: EMERGENCY (Within 24 Hours)

Any defects where there is:

- a danger to occupants (or third parties) health;
- a risk to the safety of occupants (or third parties) property;
- a risk of serious damage to buildings;
- a risk of serious damage to occupants (or third parties);
- a risk of loss of occupants' property, including loss by theft;
- All of the above must be attended to within 2 hours and work completed within 24 hours of notification.

Examples: Gas leak, burst pipe, no lights or power, blocked toilet, insecure external door or glazing, dangerous structure, warden alarm or door entry system failure.

A Category A defect may be reclassified as Category B or C when immediate dangers/risks have been abated.

CATEGORY B: URGENT (Within 5 days)

Any defects where:

- occupants' comfort or convenience is seriously affected;
- the defect will cause the occupant to incur expenses and which must be attended to and work completed within 5 calendar days of notification.

Examples: Water leak, heating/hot water failure, electrical failure, defective w.c, extensive defective/falling plasterwork.

CATEGORY C: NON-URGENT (Within 25 days)

Any defects not in the above categories which are, nonetheless, giving rise to loss of amenity to occupants and which must be attended to and work completed within 25 calendar days of notification.

Examples: Broken kitchen unit, broken internal door catch.

Note: Under certain circumstances a Category B repair may be considered a Category A repair for example, complete failure of heating in cold weather when the tenant is elderly, infirm or there are young children in the property.

REPORTING DEFECTS

Contractors are required to provide a facility for receiving and actioning defect reports during office hours 9 am -5 pm. In addition, they must provide a facility for receiving and actioning emergency defect reports overnight 5pm – 9am and during all weekends and all public holidays.

The Contractor's monthly report will confirm the following:

1. Address of Property.
2. Date defect issues.
3. Date to be rectified by.
4. Date completed.
5. Contractors report on defects and action taken.

738 Code of Conduct

The Contractor will comply with the following when carrying out defect related works to occupied dwellings/ premises:

Take care to ensure the comfort, safety and security of tenants and adjoining householders whilst carrying out defects work. Specifically, the Contractor shall use dust sheets and protective coverings whenever dust, dirt, paint or similar nuisance is liable to foul surrounding tenants property.

Particular care must be exercised when work is carried out in the vicinity of small children, particularly with regard to sharp tools, electrical equipment and toxic substances which should be kept well out of reach.

Care and consideration will be required when working in dwellings occupied by elderly or disabled tenants, particularly with regard to restricting or impeding movement around the dwelling, tools and materials lying on floors and maintaining acceptable levels of warmth and comfort.

Notify the Employer immediately of any complaint arising from a dispute in any form between the tenant and Contractor.

Notify the Employer immediately if for any reason, the Contractor is unable to undertake work in connection with a notified defect.

Give due notice to both the Employer and tenant where it is necessary to disconnect services or interrupt access or amenities to the dwelling, and ensure that such interruption is kept to a minimum.

The Contractor shall ensure that all necessary statutory consents are obtained before work commences.

Work in attending to defects should be restricted to normal working hours. Where it is necessary to carry out work outside of normal working hours, due notice must be given to tenants and occupants of adjacent properties.

Wherever possible, work should be carried out or access obtained to the premises when the tenant or their representative is present. Where arrangements for access cannot be made by telephone, the Contractor must visit the tenant to confirm a convenient time to carry out the work. Where the tenant is unavailable, a card should be left requesting the tenant to contact either the Employer or the Contractor directly.

In the event of tenants breaking arrangements or refusing access, the Contractor shall inform the Employer as soon as possible.

740A Section Agreements (S104, S106, S278, S38 and the like)

General: The Contractor shall undertake all of the pre-commencement and/ or completion requirements of any section agreements necessary, including but not limited to, design and construction of all works, plus any liaison required with the respective parties, during the construction activities relating to each and every agreements.

The Contractor shall ensure that Technical Approval is obtained in a timely manner, that is not detrimental to the scheme programme, and the relevant Agreements are entered into prior to Practical Completion.

The Contractor shall obtain all permissions in connection therewith and pay all associated fees, costs and charges, including for the avoidance of doubt, the Employer's legal fees and any **Bonds / Surety** required and include for such within the tender submission.

The Contractor shall maintain all adoptable areas until adoption takes place.

Limitations: Should any amendments to the Contractor's Proposals become necessary to conform with the conditions imposed by the Section Agreements , such amendments shall not be regarded as a change in the Employer's Requirements and the Contractor must meet all fees and costs in connection therewith. Any required surety / bond / inspection fees shall be the responsibility of the Contractor.

Ω End of Section

A34 Security/ safety/ protection

Security, health and safety

110 Pre-construction information

Location: Integral with the project Preliminaries, including but not restricted to the following sections:

Description of project: Sections A10 and A11.

Client's consideration and management requirements: Sections A12, A13 and A36.

Environmental restrictions and on-site risks: Section A12, A35 and A34.

Significant design and construction hazards: Section A34.

The health and safety file: Section A37.

120 Execution hazards

Common hazards: Not listed. Control by good management and site practice.

130 Product hazards

Hazardous substances: Site personnel levels must not exceed occupational exposure standards and maximum exposure limits stated in the current version of HSE document [EH40: Workplace exposure limits](#).

Common hazards: Not listed. Control by good management and site practice.

140 Construction phase health and safety plan

Submission: Present to the employer/ client no later than 2-weeks before commencement on site.

Confirmation: Do not start construction work until written confirmation is received that the construction phase health and safety plan includes the procedures and arrangements required by the [CDM Regulations](#).

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

Protection: Safeguard the site, the Works, products, materials, and any existing buildings affected by the Works from damage and theft.

Access: Take all reasonable precautions to prevent unauthorized access to the site, the Works and adjoining property.

160 Stability

Responsibility: Maintain the stability and structural integrity of the works and adjacent structures during the Contract.

Design loads: Obtain details, support as necessary and prevent overloading.

170 Occupied premises

Extent: Existing buildings will be occupied and/ or used during the Contract as follows: Cardigan House and Coronation House.

Works: Carry out without undue inconvenience and nuisance and without danger to occupants and users.

Overtime: If compliance with this clause requires certain operations to be carried out during overtime, and such overtime is not required for any other reason, the extra cost will be allowed, provided that such overtime is authorized in advance.

Timescale:: In-line with agreed programme, to allow for refurbishment works to be undertaken.

210 Safety provisions for site visits

Access: Provide at reasonable times.

Inspections: Agree dates and times several days in advance, to enable affected parties to be present.

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.

Protective clothing and/ or equipment: Provide and maintain on site for visitors to the-site.

Protect against the following

310 Explosives

Use: Not permitted.

320 Noise consent by local authority

Consent: Granted by the local authority under Part III of the [Control of Pollution Act](#) relating to the works providing that the following conditions are met:

330 Noise and vibration

Standard: In accordance with [BS 5228-1](#).

Equipment: Fit compressors, percussion tools and vehicles with effective silencers of a type recommended by manufacturers of the compressors, tools or vehicles.

Restrictions: Obtain consent before using percussion tools and other noisy appliances. Do not use radios or other audio equipment, or permit employees to use them in ways or at times that may cause nuisance.

340 Pollution

Prevention: Protect the site, the works and the general environment (including the atmosphere, land, streams and waterways) against pollution.

Contamination: If pollution occurs, report immediately, including to the appropriate authorities, and provide relevant information.

350 Pesticides

Use: Not permitted.

360 Nuisance

Duty: Prevent nuisance from smoke, dust, rubbish, vermin and other causes.

Surface water: Prevent hazardous build-up on site, in excavations and to surrounding areas and roads.

370 Asbestos containing materials

Duty: Report immediately any suspected materials discovered during execution of the works. Do not disturb, and agree methods for safe removal or encapsulation.

371 Dangerous or hazardous substances

Duty: Report immediately suspected materials discovered during execution of the works. Do not disturb and agree methods for safe removal or remediation.

380 Fire prevention

Duty: Prevent personal injury or death, and damage to the Works or other property from fire.

Standard: Comply with [Fire prevention on construction sites. The joint code of practice on the protection from fire of construction sites and buildings undergoing renovation](#), published by the [Fire Protection Association](#) (the 'Joint Fire Code').

390 Smoking on-site

Smoking on-site: Not permitted.

400 Burning on-site

Burning on-site: Not permitted.

410 Moisture

Wetness or dampness: Prevent, where this may cause damage to the Works.

Drying out: Control humidity and the application of heat to prevent:

Blistering and failure of adhesion.

Damage due to trapped moisture.
Excessive movement.

420 Infected timber/ Contaminated materials

Removal: Where instructed to remove material affected by fungal/ insect attack from the building, minimize the risk of infecting other parts of the building.

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

Waste: Includes rubbish, debris, spoil, containers and packaging, and surplus material requiring disposal.

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.

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.

Recyclable material: Sort and dispose of at a materials recycling facility approved by the waste regulation authority.

Documentation: Retain on-site.

440 Electromagnetic interference

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

450 Laser equipment

Construction laser equipment: Install, use and store in accordance with [BS EN 60825-1](#) and the manufacturer's instructions.

Class 1 or Class 2 laser equipment: Ensure that the laser beam is not set at eye level and is terminated at the end of its useful path.

Class 3R and Class 3B laser equipment: Do not use without approval and subject to submission of a method statement on its safe use.

460 Powder actuated fixing systems

Use: Not permitted.

470 Invasive species

General: Prevent the introduction or spread of species (e.g. plants or animals) that may adversely affect the site and/ or the Works economically, environmentally or ecologically.

Duty: Report immediately any suspected invasive species discovered during execution of the Works. Do not disturb and agree methods for safe eradication or removal.

Protect the following

510 Existing services

Confirmation: Notify service authorities, statutory undertakers and/ or adjacent owners of proposed works not less than one week before commencing site operations.

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.

Work adjacent to services: Comply with service authority's or statutory undertaker's recommendations. Adequately protect, and prevent damage to services. Do not interfere with their operation without consent of service authorities, statutory undertakers or other owners.

Identifying services

Below ground: Use signboards, giving type and depth.

Overhead: Use headroom markers.

Damage to services: If any results from execution of the Works:

Action: Immediately give notice and notify appropriate service authority/ statutory undertaker.

Repair: Make arrangements for making good without delay to the satisfaction of service authority, statutory undertaker or other owner as appropriate.

Liability: Measures taken to deal with an emergency will not affect the extent of the Contractor's liability.

Marker tapes or protective covers: Replace, if disturbed during site operations, to service authority's/ statutory undertakers recommendations.

520 Roads and footpaths

Duty: Maintain roads and footpaths within and adjacent to the site and keep clear of mud and debris.

Damage caused by site traffic or otherwise consequent upon the Works: Make good to the satisfaction of the Employer, local authority or other owner.

530 Existing topsoil/ subsoil

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.

Protection: Before starting work submit proposals for protective measures.

540 Retained trees/ shrubs/ grassed areas

Protection: Preserve and prevent damage, except those not required.

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

Protected area: Unless agreed otherwise, do not dump spoil or rubbish, excavate or disturb topsoil, park vehicles or plant, store materials or place temporary accommodation within the root protection area.

Roots: Do not sever if exceeding 25 mm in diameter. If unintentionally severed, give notice and seek advice.

Ground levels: Do not change within the root protection area.

555 Wildlife species and habitats

General: Safeguard the following: all species / habitats with statutory protection.

Protected habitats and species: Upon discovery immediately advise. Do not proceed until instruction is received.

Education: Ensure that employees and visitors to the site receive suitable instruction and awareness training.

560 Existing features

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.

570 Existing work

Protection: Prevent damage to existing work, structures or other property during the course of the work.

Removal: As designed.

Replacement work: As designed.

580 Building interiors

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

600 Existing furniture, fittings and equipment

Protection: Prevent damage or move as necessary to enable the Works to be executed. Reinstall in original positions.

Removal by Employer

Timing: Before work starts in relevant areas.

625 Adjoining property restrictions

Precautions: Prevent trespass of workpeople and take precautions to prevent damage to adjoining property. Pay charges. Remove temporary protection and make good on completion or when directed.

Damage: Bear cost of repairing damage arising from execution of the Works.

630 Existing structures

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

Supports:

Standards: In accordance with [BS 5975](#) and [BS EN 12812](#).

Requirements:

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, which may be endangered or affected by the Works.

Do not remove until new work is strong enough to support existing structure.

Prevent overstressing of completed work when removing supports.

Adjacent structures: Monitor and immediately report excessive movement.

640 Materials for recycling/ reuse

Duty: Sort and prevent damage to stated products or materials, clean off bedding and jointing materials and other contaminants.

Storage: Stack neatly and protect until required by the Employer or for use in the Works as instructed.

Ω End of Section

Specific limitations on method/ sequence/ timing

Clauses

110 Scope

General: The limitations described in this section are supplementary to limitations described or implicit in information given in other sections or on the drawings.

130 Method/ sequence of work

Specific Limitations: Include the following in the programme:

Contractor to provide a full comprehensive programme indicating the sequence of the works. .

The contractor is responsible for programming the works to ensure that all works is completed on time

The contractor is to complete the sample accommodation for approval as early as possible and to reflect this within his programme.

The contractor is to programme and complete the culvert / access / 278 works within the 3 month temporary access period, or make alternative access arrangements. These works are to be clearly reflected on the contractors programme.

140 Scaffolding

Scaffolding: Make available to subcontractors and others at all times.

170 Working Hours

Specific limitations: As per Notice of Planning Approval.

Ω End of Section

A36 **Facilities/ temporary work/ services**

Generally

110 Spoil heaps, temporary works and services

Location: Give notice and details of intended siting.

Maintenance: Alter, adapt and move as necessary. Remove when no longer required and make good.

Accommodation

210 Room for meetings

Facilities: Provide suitable temporary accommodation for site meetings, adequately heated and lit. The room may be part of the Contractor's own site offices.

Furniture and Equipment: Provide table and chairs for 8 people.

220 Site Accommodation

Purpose: Site Manager's office and other representatives applicable.

Facilities: Provide and obtain approval of suitable lockable temporary accommodation and facilities as follows:

260 Sanitary accommodation

Requirement: Provide sanitary accommodation for the Employer/ Purchaser, and other members of the consultant team, either separate or shared with the Contractor's supervisory staff. Maintain in clean condition and provide all consumables.

Temporary works

310 Roads

Permanent roads, hard standings and footpaths on the site: The following may be used, subject to clause A34/520:

Details: Existing hardstanding areas; footpaths and roads etc.

Restrictions on use: Consideration required towards areas being grubbed up, in preparation for designed works to be undertaken.

330 Temporary protection to existing trees/ vegetation

Temporary protection: Provide before starting work in locations shown on drawing Ecology Information, in Appendix D of the Employer's Requirements.

340 Name boards/ advertisements

Name boards/ advertisements: Not permitted.

Services and facilities

410 Lighting

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

420 Lighting and power

Supply: Electricity from the temporary / permanent supplies as required.

Metering: Metered by the Contractor and charged to the Contractor.

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

430 Water

Supply: Water for the works to be provided by the contractor.

Metering: Metered by the Contractor and charged to the Contractor.

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

440 Mobile telephones

Direct communication: As soon as practicable after the start on site, provide the Contractor's person in charge with a mobile telephone and pay all charges reasonably incurred.

480 Photocopier

General: Provide reasonable access to and limited free use of an on-site photocopier, which may be located in the Contractor's own site offices.

520 Use of permanent heating system

Permanent heating installation: May be used for drying out the Works/ services and controlling temperature and humidity levels.

Requirements: Take responsibility for operation, maintenance and remedial work. Arrange supervision by and indemnification of the appropriate subcontractors. Pay fuel and associated costs.

540 Meter readings

Charges for service supplies: Where to be apportioned ensure that:

Meter readings are taken by Contractor and relevant authority at possession and/ or completion as appropriate.

Copies of readings are supplied to interested parties.

Contractor to provide final meter readings upon the day of handover.

550 Thermometers

General: Provide on site and maintain in accurate condition a maximum and minimum thermometer. Measure atmospheric shade temperature in an approved location.

Ω End of Section

A37 Operation/ maintenance of the finished works

Generally

110 The Building Manual

Purpose: The Building Manual is to be a comprehensive information source and guide for owners and users of the completed Works. It should provide an overview of the main design principles and describe key components and systems to enable proper understanding, efficient and safe operation and maintenance.

Scope

Part 1: General: content as clause 120.

Part 2: Fabric: content as clause 130.

Part 3: Services: content as clause 140.

Part 4: The Health and Safety File: content as clause 150.

Part 5: Building User Guide: content as clause 151.

Responsibility for production: The building manual is to be produced by the Contractor.

Date required: No later than 2 weeks before the date of Practical Completion.

Information provided by others: As appropriate, with PD approval of H&S files to be provided when requested.

Compilation: Prepare all information for Contractor designed or performance specified work including as-built drawings. Obtain or prepare all other information to be included in the Building Manual.

Reviewing the Building Manual: Prepare and circulate a complete draft. Amend in the light of any comments and recirculate. Do not proceed with production of the final copies until authorized.

Final copies of the Building Manual

Number of copies: 2

Format: Paper folded to A4 and pdf saved to USB flash drive.

Latest date for submission: No later than 2 weeks before the date of Practical Completion.

As-built drawings and schedules

Number of copies: 2

Format: Paper folded to A4 and pdf saved to USB flash drive.

115 The Health and Safety File

Responsibility: The Contractor.

Content: See PCI

120 Content of the Building Manual part 1: General

Content: Obtain and provide the following, including all relevant details not included in other parts of the Building Manual.

Index: List the constituent parts of the Building Manual, together with their location in the document.

The Works:

Description of the buildings and facilities.

Ownership and tenancy, where relevant.

Health and safety information – other than that specifically required by the [Construction \(Design and Management\) Regulations](#).

The Contract:

Names, addresses and contact details of all significant consultants, contractors, subcontractors, suppliers and manufacturers.

Overall design criteria.

Environmental performance requirements.

Relevant authorities, consents and approvals.

Third-party certification, such as those made by 'competent' persons in accordance with the Building Regulations.

Operational requirements and constraints of a general nature:

Maintenance contracts and contractors.

Fire safety strategy for the buildings and the site. Include drawings showing emergency escape and fire appliance routes, fire-resisting doors, location of emergency alarm and firefighting systems, services, shut off valves switches, etc.

Emergency procedures and contact details in case of emergency.

Other specific requirements: To be outlined by Employer in advance of document submission date.

Timescale for completion: No later than 2 weeks before the date of Practical Completion.

130 Content of the Building Manual part 2: Building fabric

Content: Obtain and provide the following, including all relevant details not included in other parts of the Building Manual:

Detailed design criteria: Including:

- Floor and roof loadings.
- Durability of individual components and elements.
- Loading restrictions.
- Insulation values.
- Fire ratings.
- Other relevant performance requirements.

Construction of the building:

- A detailed description of methods and materials used.
- As-built drawings recording the construction, together with an index.
- Information and guidance concerning repair, renovation or demolition/ deconstruction.

Periodic building maintenance guide chart: Provide for all significant items of work.

Inspection reports:

Manufacturer's instructions index: Include relevant COSHH data sheets and recommendations for cleaning, repair and maintenance of components.

Fixtures, fittings and components schedule and index:

Guarantees, warranties and maintenance agreements: Obtain from manufacturers, suppliers and subcontractors.

Test certificates and reports required in the specification: Obtain, including:

- Air permeability.
- Resistance to passage of sound.
- Continuity of insulation.
- Electricity and gas safety.

Other specific requirements: To be outlined by Employer in advance of document submission date.

Timescale for completion: No later than 2 weeks before the date of Practical Completion.

140 Content of the Building Manual part 3: Building services

Content: Obtain and provide the following, including all relevant details not included in other parts of the Building Manual:

Detailed design criteria and description of the systems, including:

- Services capacity, loadings and restrictions.
- Services instructions.
- Services log sheets.
- Manufacturers' instruction manuals and leaflets index.
- Fixtures, fittings and component schedule index.

Detailed description of methods and materials used:

As-built/ record drawings: For each system recording the construction, together with an index, including:

- Diagrammatic drawings indicating principal items of plant, equipment and fittings.
- Record drawings showing overall installation.
- Schedules of plant, equipment, valves, etc. describing location, design performance and unique identification cross-referenced to the record drawings.
- Identification of services – a legend for colour-coded services.

Product details: Including for each item of plant and equipment:

- Name, address and contact details of the manufacturer.
- Catalogue number or reference.
- Manufacturer's technical literature, including detailed operating and maintenance instructions.

Information and guidance concerning dismantling, repair, renovation or decommissioning.

Operation: A description of the operation of each system, including:

Starting up, operation and shutting down.

Control sequences.

Procedures for seasonal changeover.

Procedures for diagnostics, troubleshooting and fault-finding.

Guarantees, warranties and maintenance agreements: Obtain from manufacturers, suppliers and subcontractors.

Commissioning records and test certificates: List for each item of plant, equipment, valves, etc. used in the installations, including:

Electrical circuit tests.

Corrosion tests.

Type tests.

Work tests.

Start and commissioning tests.

Equipment settings: Schedules of fixed and variable equipment settings established during commissioning.

Preventative maintenance: Recommendations for frequency and procedures to be adopted to ensure efficient operation of the systems

Lubrication: Schedules of all lubricated items

Consumables: A list of all consumable items and their source.

Spares: A list of recommended spares to be kept in stock, being those items subject to wear and tear or deterioration and which may involve an extended delivery time when replacements are required.

Emergency procedures: For all systems, significant items of plant and equipment.

Annual maintenance summary chart:

Other specific requirements: To be outlined by Employer in advance of document submission date.

Timescale for completion: No later than 2 weeks before the date of Practical Completion.

150 Content of the Building Manual part 4: the Health and Safety File

Content: Obtain and provide the following, including all relevant details not included in other parts of the Building Manual:

Residual hazards and how they have been dealt with.

Hazardous materials used.

Information regarding the removal or dismantling of installed plant and equipment.

Health and safety information about equipment provided for cleaning or maintaining the structure.

The nature, location and markings of significant services.

Information and as-built drawings of the structure, its plant and equipment.

Information provided by others: As required; input and sign-off to be obtained by PD, as and when required.

Timescale for completion: No later than 2 weeks before the date of Practical Completion.

151 Content of the Building Manual part 5: the building user guide

Content: Obtain and provide the following:

Building services information.

Emergency information.

Energy and environmental strategy.

Water use.

Transport facilities.

Materials and waste policy.

Refit/ rearrangement considerations.

Reporting provision.

Training.

Links and references.

Other specific requirements: To be outlined by Employer in advance of document submission date.

Timescale for completion: No later than 2 weeks before the date of Practical Completion.

160 Presentation of Building Manual

Hard copy documents:

Presentation: A4-size, plastics-covered, loose-leaf, four-ring binders with hard covers, each indexed, divided and appropriately cover-titled.

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.

As-built drawings: The main sets may form annexes to the Building Manual.

190 Maintenance service

Scope: Provide a comprehensive maintenance service. Include all planned preventative maintenance, as set out within the maintenance schedule and replacement of all consumable items.

New Item: SEE MECHANICAL AND ELECTRICAL SPECIFICATIONS

Terms:

Commencement:

Duration:

210 Information for commissioning of services

General: Submit relevant drawings and preliminary performance data to enable users to become familiar with the installation.

Time of submission: At commencement of commissioning.

220 Training

Objective: Before completion, explain and demonstrate to designated maintenance staff the purpose, function and operation of the installations, including items and procedures listed in the Building Manual.

New Item: SEE MECHANICAL AND ELECTRICAL SPECIFICATIONS

230 Spare parts

General: Prepare a priced schedule of recommended spare parts that should be obtained and kept in stock for maintenance of the services installations.

Content: Include in the priced schedule for:

Manufacturers' current prices, including packaging and delivery to site.

Checking receipts, marking and numbering in accordance with the schedule of spare parts.

Referencing to the plant and equipment list in part 3 of the Building Manual.

Painting, greasing, etc. and packing to prevent deterioration during storage.

Latest date for submission: No later than 2 weeks before the date of Practical Completion.

250 Tools

General: Provide tools and portable indicating instruments for the operation and maintenance of all services plant and equipment (except any installed under Named Sub-Contracts) together with suitable means of identifying, storing and securing.

Quantity: Two complete sets.

Consumables: Supply a complete list of all consumables necessary for the operation.

Time of submission: At completion.

Ω End of Section

A40 Contractor's general cost items: management and staff

Clauses

110 Management and staff

Cost-significant items: TO BE COMPLETED BY THE CONTRACTOR.

Ω End of Section

A41 Contractor's general cost items: site accommodation

Clauses

110 Site accommodation

Details: Site accommodation required or made/ not made available by the Employer: See section A36.

Cost significant items: TO BE COMPLETED BY THE CONTRACTOR.

Ω End of Section

Contractor's general cost items: services and facilities

Clauses

110 Power

Cost significant items:

120 Lighting

Cost significant items:

130 Fuels

Cost significant items:

140 Water

Cost significant items:

150 Telephone and administration

Cost significant items:

160 Safety, health and welfare

See clause A34/210.

Cost significant items:

170 Storage of materials

Cost significant items:

180 Rubbish disposal

See clause A34/430.

Cost significant items:

190 Cleaning

See clause A33/710.

Cost significant items:

200 Drying out

See clause A34/410.

Cost significant items:

210 Protection of work in all sections

Cost significant items:

220 Security

See clause A34/150.

Cost significant items:

230 Maintain public and private roads

See clause A34/520.

Cost significant items:

240 Small plant and tools

Cost significant items:

250 Others

Heading:
Cost significant items:

310 Additional services and facilities items

Heading: TO BE COMPLETED BY CONTRACTOR
Cost significant items:

Ω End of Section

A43

Contractor's general cost items: mechanical plant

Clauses

110 Cranes

Cost significant items:

120 Hoists

Cost significant items:

140 Transport

Cost significant items:

150 Earthmoving plant

Cost significant items:

160 Concrete plant

Cost significant items:

170 Piling plant

Cost significant items:

180 Paving and surfacing plant

Cost significant items:

200 Additional mechanical plant

Cost significant items: TO BE COMPLETED BY CONTRACTOR

Ω End of Section

A44

Contractor’s general cost items: temporary works

Clauses

110 Temporary roads

Cost significant items:

120 Temporary walkways

Cost significant items:

130 Access scaffolding

Cost significant items:

140 Support scaffolding and propping

Cost significant items:

150 Hoardings, fans, fencing, etc.

Cost significant items:

160 Hardstanding

Cost significant items:

170 Traffic regulations

Cost significant items:

200 Additional temporary works

Cost significant items: TO BE COMPLETED BY CONTRACTOR

Ω End of Section

A50 Work/ products by/ on behalf of the employer

Clauses

120 Products provided by/ on behalf of employer

General: Details of such products are given in the work sections, for fixing as part of the contract. Use for no other purpose than the Works.

Handling: Accept delivery, check against receipts and take into appropriate storage.

Surplus products: Keep safe and obtain instructions.

Ω End of Section

APPENDIX A: FORM OF CONTRACT

2026 - Collateral Warranty - Consultant to a Sub-Contractor in favour of Employer

2026 - Collateral Warranty - Consultant to Tai Tarian

2026 - Collateral Warranty - Specialist Supplier to Tai Tarian

2026 - Collateral Warranty - Sub Sub-Contractor to Beneficiary

2026 - Collateral Warranty - Sub-Contractor to Employer

2026 - Optional Provisional Sum Clauses; Utilities_ Defined and Undefined

2026 - Parent Company Guarantee

2026 - Performance Bond

2026 - z.JCT DB 2024 Schedule of Amendments (Clean)

App 3a. Contractor to Fund _2026

App 4a. Collateral Warranty - Consultant to Employer_Fund - (2026 - HJ Contract Governance)

App 4b. Collateral Warranty - Contractor to Purchaser_Tenant_Financier_Landowner _2026

App 5a. Collateral Warranty - Key Sub-Contractor to Employer_Fund - (2026 - HJ Contract Governance)

App 6a. Community Benefits Tool [2026]

App 6b. Community Benefits Plan [2026]

App 7a. Novation Agreement [2026]

App 7b. Post Novation Collateral Warranty [2026]

App 8. Data Protection [2026]

App 9. Professional Indemnity Insurance Levels [2026]

APPENDIX B; CONTRACT SUM ANALYSIS

Menai Avenue & Pen-Y-Bryn - Pricing Document (CSA) v.01

APPENDIX C; LIST OF TENDER DRAWINGS, SURVEYS AND INVESTIGATIONS

C1. Site 1

Architect Plans:

Document Title	Document No.	Revisions (/ = First Issue)									
Revit model Upload											
100 Series - Site											
Site Layout	2754-00(03)100	/	/	A	B						
Location Plan	2754-00(03)101	/	/								
200 Series – Plans											
HT 211 Floor Plans	2754-211(03)200	/	/								
300 series – Elevations											
HT 211 Floor Elevations	2754-211(03)300	/	/								
Bin & Bike Store Locations	2754-BS(03)301			/							
400 Series – Sections											
500 Series – 3D											
View 10	2754-00(03)500	/									
View 12	2751-00(03)511	/									

Drainage Report:

Flood Consequence Assessment and Drainage Strategy Report (Site 1) – May 2026

Ecology:

Habitat Assessment and Reptile Presence - Absence Survey – Issue 1 – February 2026
Preliminary Ecological Appraisal – Issue 1 – February 2026

Geotechnical:

14402 - Menai Avenue, Port Talbot Site Investigation Report - Rev A
Desk Study Report_compressed-1-120
Desk Study Report_compressed-121-130
Desk Study Report_compressed-131-140
Desk Study Report_compressed-141-150
Desk Study Report_compressed-151-180
Desk Study Report_compressed-181-225

Landscaping:

Green Infrastructure Statement (Site 1) – February 2026
Landscape Management Plan (Site 1) – February 2026
Soft Landscape Proposals (Site 1) – 1263.01 – Revision 0 – February 2026

Noise Impact Assessment:

Noise Impact Assessment (Site 1) – 11925/FD – Revision 0 – April 2026

Trees:

Arboricultural Impact Assessment A3 (Site 1) – February 2026
 Arboricultural Impact Assessment (Site 1) – February 2026
 Tree Constraints Plan
 Tree Survey – January 2025

C2. Site 2 & 3

Architect Plans:

Document Title	Document No.	Revisions (/ = First Issue)									
Revit model Upload											
100 Series - Site											
Site Layout	2754-00(03)102	/	/								
Location Plan	2754-00(03)103	/	/	A	B						
Parking Plan	2754-00(03)104			/	A						
200 Series – Plans											
HT 211 Floor Plans	2754-211(03)200	/	/								
HT 212 Floor Plans	2754-212(03)200	/	/								
HT 213 Floor Plans	2754-213(03)200	/	/								
HT 421 & 422 Floor Plans	2754-421(03)200	/	/	A							
300 series – Elevations											
HT 211 Floor Elevations - Render	2754-211(03)300-02	/	/								
HT 212 Floor Plans	2754-212(03)300	/	/								
HT 213 Floor Plans South & East	2754-213(03)300	/	/								
HT 213 Floor Plans North & West	2754-213(03)301	/	/								
HT 421 & 422 Elevations	2754-421(03)300	/	/								
Bin & Bike Store Plans Elevations	2754-BS(03)300	/									
400 Series – Sections											
500 Series – 3D											
View 1	2754-00(03)500	/	A								
View 2	2754-00(03)501	/	A								
View 3	2754-00(03)502	/	/								
View 4	2754-00(03)503	/	/								
View 5	2754-00(03)504	/	/								
View 6	2754-00(03)505	/	/								
View 7	2754-00(03)506	/	/								
View 8	2754-00(03)507	/	/								
View 9	2754-00(03)508	/	/								
View 10	2754-00(03)509	/	/								
View 11	2754-00(03)510	/	/								

Design and Access Statement:

Design and Access Statement (2754) – June 2026

Drainage Report:

Flood Consequence Assessment and Drainage Strategy Report (Site 2 &3) – August 2026

Ecology:

Habitat Assessment and Reptile Presence - Absence Survey – Issue 1 – September 2025
Preliminary Ecological Appraisal – Issue 1 – February 2026

Energy:

Energy Strategy Statement (Site 2 & 3) – Revision A – February 2026
Thermal Comfort Report – Issue 2 – August 2026

Geotechnical:

14402 - Menai Avenue, Port Talbot Site Investigation Report - Rev A
Desk Study Report
Desk Study Report_compressed-1-120
Desk Study Report_compressed-121-130
Desk Study Report_compressed-131-140
Desk Study Report_compressed-141-150
Desk Study Report_compressed-151-180
Desk Study Report_compressed-181-225

Landscaping:

Green Infrastructure Statement (Site 2 & 3) – February 2026
Landscape Management Plan (Site 2 & 3) – February 2026
Soft Landscape Proposals (Site 2 & 3) – 1263.01 – Revision A – February 2026

Noise Impact Assessment:

Noise Impact Assessment (Site 2 & 3) – 11925/FD – Revision 2 – August 2026

Transport:

Parking Matrix
Parking Provision Plan – Revision A – April 2024
Transport Statement – Revision C – August 2026

Trees:

Arboricultural Impact Assessment (Site 2 & 3) – August 2026
Tree Constraints Plan
Tree Survey – January 2025

C3. Site 1, 2 & 3 – Combined Engineering

[illegible]

APPENDIX D; CONTRACT SPECIFICATIONS

Supported Living Scheme Hot Water, Heating and Showers:

D1. ASHP Cylinder

Ecogen Cylinder - Manual & Installation Guide
Towelrads - Upowa-Ecogen-200-hwhp-Data Sheet

D2. Heating - Electric Panel

Towelrads - Richmond Data Sheet 2025
Towelrads Metz Datasheet – 2025
Towelrads Metz Manual

D3. Shower Units

FINAL-v1.5-Arka-TMV3-Cool-Touch-Mixer-Valve-Spec-Sheet

a. Items for Supported Living

Appendix 1 - WDQR 2021

Appendix 2 - Electrical Specification May 2026

Appendix 3 - Tai Tarian Materials and Workmanship Oct 2023

Appendix 4 - Tai Tarian Specification colour choices - Feb 2024

Appendix 5 - Compliance Requirements - Developments Nov 2025 V.4

Appendix 6 - Solar Pv specification V.2 - Feb 2026

Appendix 7 - iOpt_Monitoring_Specification_Tai_Tarian_New_Build

Appendix 8 - Tai Tarian Design Principles and Specification October 2026.pdf_

APPENDIX E; CONTRACTORS PROPOSALS

To be developed by Contractor.

APPENDIX F; PRE-CONSTRUCTION INFORMATION

Pen-Y-Bryn & Menai Avenue – Pre-Construction Information – PCI-8325 – Version 1

APPENDIX G; HANDOVER REQUIREMENTS

As contained within Employer's Requirements and Contract Specifications.

APPENDIX H: PLANNING INFORMATION

Application Form - Site 1

Application Form - Site 2 & 3

PAC Report - Site 2 & 3

Planning Statement - Site 1

Planning Statement - Site 2 & 3

APPENDIX J: TR&T AND COMMUNITY BENEFITS

Community Benefits Obligations

APPENDIX K: SECTION AGREEMENTS

To be developed by Contractor.

APPENDIX L: LISTED ITEMS

To be agreed prior to Contract.

APPENDIX M: MULTI-UTILITY DESKTOP STUDY

Proposal for Multi-Utility Infrastructure Feasibility Study Update – 22/07/2025

APPENDIX N: PROVISIONAL SUMS (DEFINED)

- | | | | |
|----|-----|--|------------|
| 1. | (a) | Provisional Sum of £80,000.00 relating Electrical Connections. | £80,000.00 |
| | (b) | Profit, discounts, overheads, insurance | |
| | (c) | General Attendance | |
| | (d) | Special Attendance | |
| | (e) | Design Fee | |
| 2. | (a) | Provisional Sum of £85,000.00 relating Electrical Diversions. | £85,000.00 |
| | (b) | Profit, discounts, overheads, insurance | |
| | (c) | General Attendance | |
| | (d) | Special Attendance | |
| | (e) | Design Fee | |
| 3. | (a) | Provisional Sum of £85,000.00 relating Gas Diversions. | £85,000.00 |
| | (b) | Profit, discounts, overheads, insurance | |
| | (c) | General Attendance | |
| | (d) | Special Attendance | |
| | (e) | Design Fee | |
| 4. | (a) | Provisional Sum of £50,000.00 relating Water Connections. | £50,000.00 |
| | (b) | Profit, discounts, overheads, insurance | |
| | (c) | General Attendance | |
| | (d) | Special Attendance | |
| | (e) | Design Fee | |
| 5. | (a) | Provisional Sum of £25,000.00 relating Water Diversions. | £25,000.00 |
| | (b) | Profit, discounts, overheads, insurance | |
| | (c) | General Attendance | |
| | (d) | Special Attendance | |
| | (e) | Design Fee | |

- | | | | |
|----|-----|---|------------|
| 6. | (a) | Provisional Sum of £5,000.00 relating Water Disconnections. | £5,000.00 |
| | (b) | Profit, discounts, overheads, insurance | |
| | (c) | General Attendance | |
| | (d) | Special Attendance | |
| | (e) | Design Fee | |
| 7. | (a) | Provisional Sum of £5,000.00 relating Telecommunications Connections. | £5,000.00 |
| | (b) | Profit, discounts, overheads, insurance | |
| | (c) | General Attendance | |
| | (d) | Special Attendance | |
| | (e) | Design Fee | |
| 8. | (a) | Provisional Sum of £5,000.00 relating Telecommunications Diversions. | £55,000.00 |
| | (b) | Profit, discounts, overheads, insurance | |
| | (c) | General Attendance | |
| | (d) | Special Attendance | |
| | (e) | Design Fee | |