

FORTSIDE INVESTMENTS LTD

Window & Porch Renovation Management Plan

For

Tolhurst House

Northfleet



FORTSIDE INVESTMENTS LTD

Marlborough Crescent

Sevenoaks

Kent

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Revision No.	Prepared by	Checked	Issue date	Issued to
00	Danny Keelan	Draft	17.12.23	Client

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2 Objectives of this Document

This window renovation Management Plan (WRMP) contains specific arrangements relating to management of the enabling and Window renovation works at the Tolhurst House (the project). This plan is to be implemented by and complied with throughout the duration of the Renovation Works to ensure the safe execution of the works and the effective management of Heritage issues relating to the project.

These proposals are also intended to assist and enable third parties to clearly understand the nature of the works and the various activities associated with the development and to assist with the liaison with neighbours and other interested parties, which will be maintained throughout the project as information is updated and as the project develops.

Particular attention will be paid to establishing and continuing close contact with the local authority together with the local business community and general public who travel to and from work and live in the local environs and to make sure they are kept fully informed of current progress and of upcoming key works activities on the project.

3 Project Overview

The proposal of the works is to refurbish or replace tired and unrepairable window units and frames and redecorate to match existing (white) bringing the building into a more renovated thermally efficient and aesthetic condition.

All works will be carried out in full compliance with current legislation and the Local Authority requirements.

The below scope of works will be carried out as part of the renovation works.

- Scaffold installation.
- Welfare Establishment (the use of a Vacant flat).
- The Renovation activities comprise of the removal-Disposal or Renovation of the following.
- Non renovated Windows.
- Renovated Windows.
- Porch Frame.

4 Key Project Contacts

Role	Company	Contact Name	Contact
Client	Fortside Investments Ltd	David Burdis	07942 080377
Scaffolders	AJ Scaffolding	Andy Jackson	
Window Contractors	The Sash Window Workshop trading Ltd	Chris Jewiss	07585 441082
Local Authority	Graveshm Borough Council	TBC	TBC

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Page 1 of 2

Emergency Contact (24/7)	Fortside Investment Manager	Danny Keelan	07812 748835

Accidents & Incidents

The address of the nearest hospital to the site with A&E facilities is:

Address & Post Code	Darenth Hospital Darenth wood road Dartford DA2 8DA
Telephone No	01322 428100



Directions to Hospital from Project: 8 mins by Vehicle

5 Site Details

Information	Details
Name of Site	Tolhurst House

Address	1 Victoria road Northfleet
Post Code	Da11 8RY
Main Entrance located in	Pedestrian Access to the site is via perry street or Victoria road via parking area
Previous/current use of site	The existing property, is a residential built in the 1880s
Existing building for refurbishment	Tolhurst house
Height of Buildings	3 Storeys
Age of Buildings	140 years
Site Bounded on:	To the North and west of the site lies the Northfleet Conservative club and patron car park with Victoria road residents and the Gravesend fish bar chip shop to the west To the south lies Perry street which is a busy retail street including the rose Public house, Gingers bakery and the Northfleet Fish & chip shop/ Perry grill.
Adjacent Uses:	Retail shops , Bus stop local residential parking.



Tollhurst House is a grade 2 listed Building Built in the late 1880s converted in the 1960s Comprising of 6 individual flats (4 studio & 2 X 2 bedroom flats on 2 floors) and parking to the side of the building entrance on Victoria road. The basement comprises of 2 studio flats accessed via the side of the property on Victoria road with 2 studio flats on the ground floor and 2 two bedroom flats split into 2 levels accessed from Perry street. It is located at the corner of Victoria road and perry street and is adjacent to the Northfleet Conservative Club. There are a total of 32 windows within the building which require refurbishment in 2 stages. The first stage will involve the refurbishment of 14 windows and the replacement of 5 windows with the replacement of 3 windows and refurbishment of 10 windows at the second stage. The current single glazed windows to be replaced on a like for like basis and all windows to incorporate 4 mm float glass.

Neighbouring businesses are the Northfleet Conservative club directly to the north west, The gravesend fish & Chip shop to the east Gingers bakery , the rose Public house, Newspaper shop and the Northfleet Fish & chip shop to the south.

6 Programme & Working Hours (incl. 24hr Emergency Contact Info)

Project Start Date	TBC
Project Completion Date	TBC
Working Times - Monday to Friday	08.00 to 18.00*
Working Times - Saturday	09.00 to 14.00
Working Times-Sunday	No Work will be undertaken on a Sunday
Bank Holiday Working	No Work will be undertaken on a Bank Holiday
Emergency Contact	Danny Keelan 07812 748835

For Key project dates see programme **appendix 001**

No noisy operations to be carried out outside of these standard hours without written approval of the Local Authority.

7 Scope of works

The below information gives dimensions and drawings to show the material and joinery to be used in order to keep the like for like replacement or refurbishment of the historic sash windows. Estimated volume of operatives on site = 2-3 men for 3 weeks maximum.

It is the intention to carry out the replacement/refurbishment works in two phases due to high costs and available funds.

The 1st phase will be carried out in the spring of 2024 comprising of 19 windows and the second phase of 13 windows to be carried out in 2025.

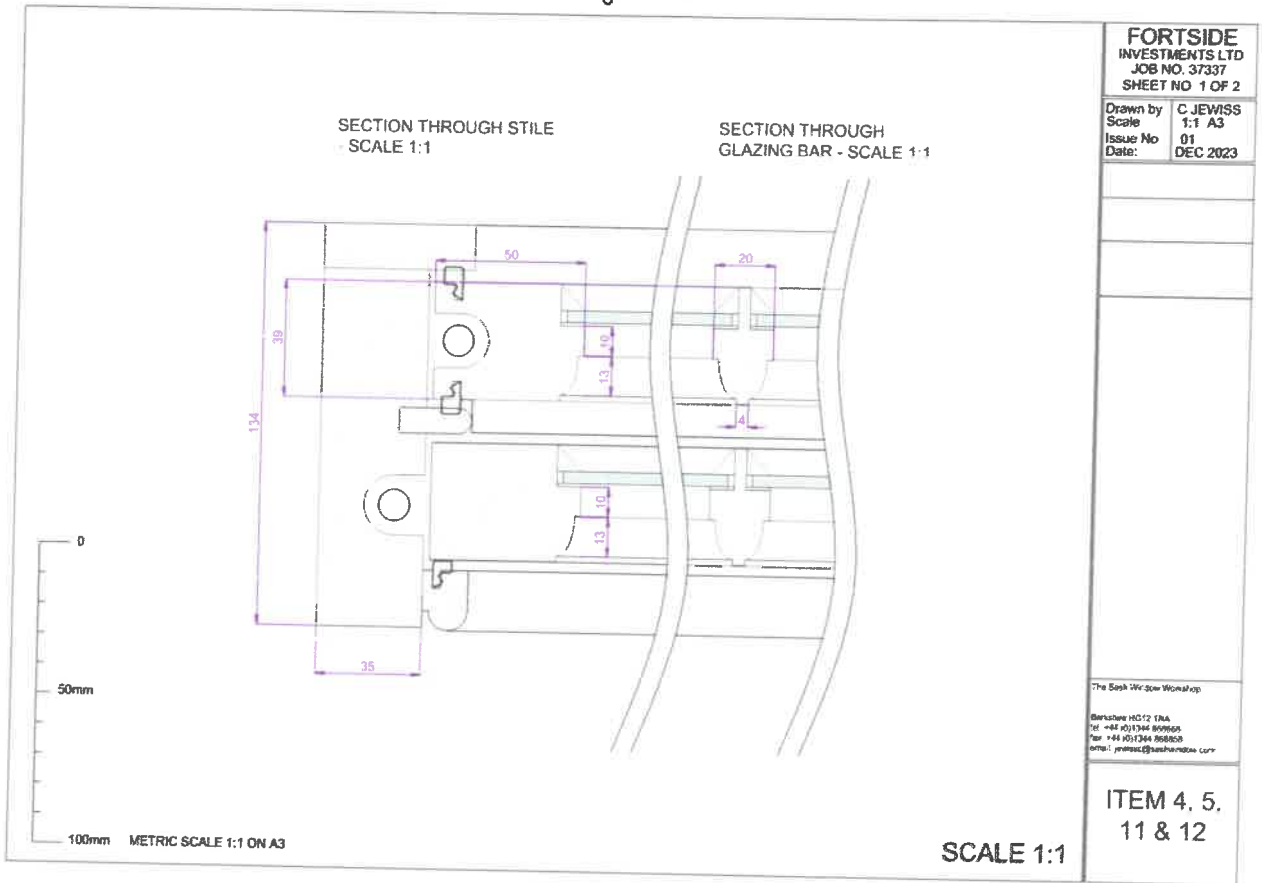
The sensitivity of the works and the heritage value of the property needs to have certain implementations to ensure the work is of high quality.

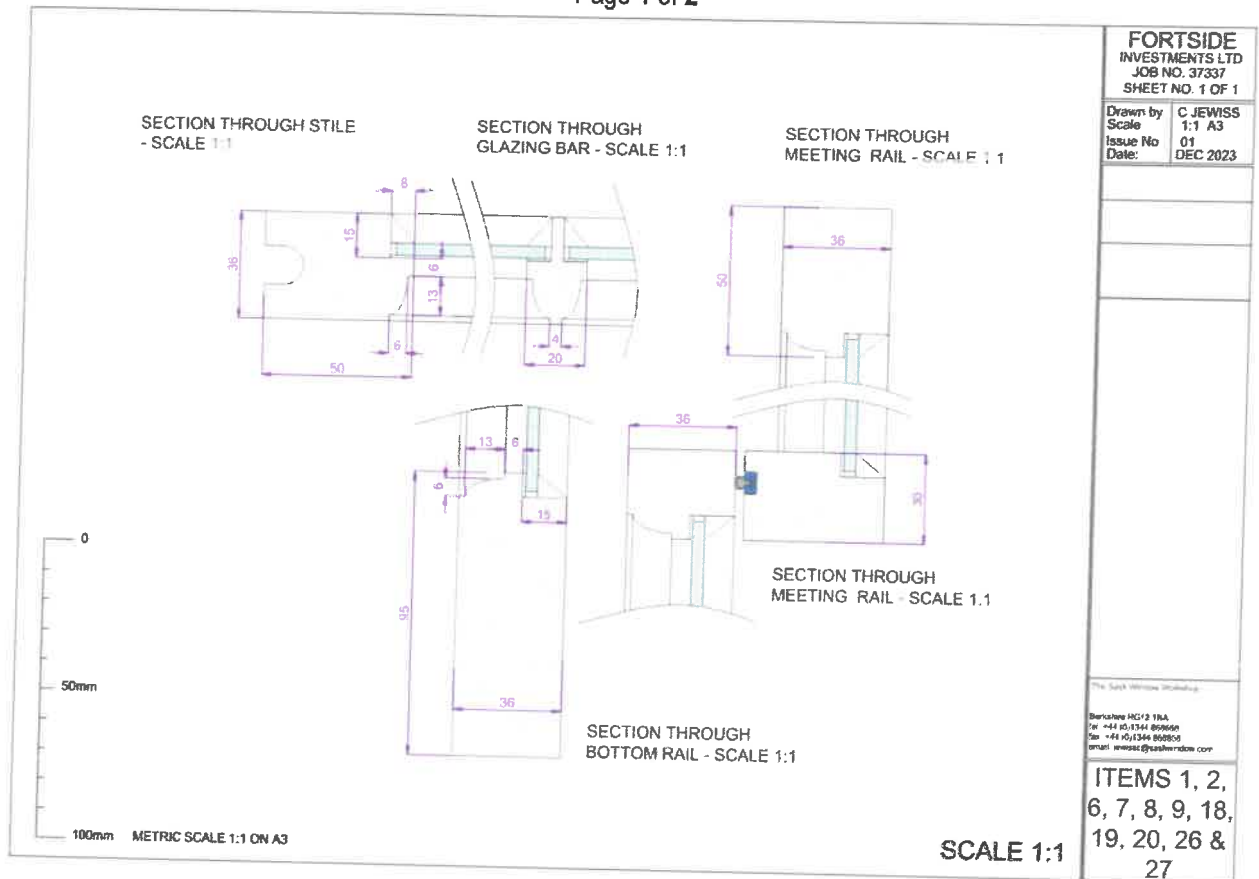
A full list of which windows and level of work required is as of below for phase 1 starting Spring of 2024 followed by the refurbishment of the existing porch.

The photo below shows the general condition of the windows although some are further forward in the level of decay.



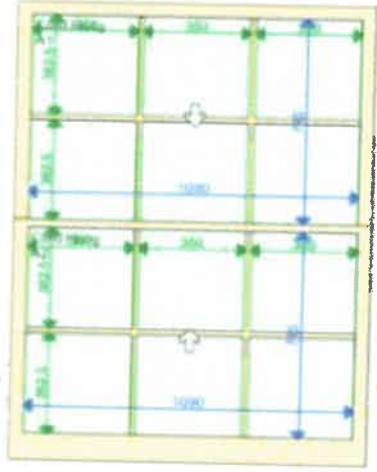
Typical condition of frames and units





JOINERY DETAIL SHEET

1 x 1 Pair of Sashes to Cord Hung Sash Window

Fortside Investments Limited		C37337	1	1 of 1
		Sectional Details Sash Head 50 mm Sash Stile 50 mm Sash Blind Rail Int 95 mm Sash Molar 30 mm Sash Thickness 35 mm Top Sash Horn No horn Rm Sash Horn No horn Square		
Location First Floor LHS Flat 6 living room		Gazing Bar 20 mm (4 mm Nib) Profile Ovalo Moulding Outer 6 x 13 with 6 mm shoulder Gazing Reveal 8 x 15 mm		
Material Accoya		Quantity 1 of shown on drawing	Glazing Single Glazed Top 4mm Clear Float Bm 4mm Clear Float	
Hardware 1 x Pinch Catch PB 4 x Roll Lock Back Plate Fastener 2 x Roll Lock Egress PB 2 x Sash Lift PB		Paint Finish Internal Standard White External Standard White CS Standard White		
Production Notes		Installation Notes Installed Internally 1. OUT OF SQ HORIZ 5mm ON CILL. 2. SPLICE REPAIRS X 2.		
Job Tracking Order received 30-10-2023 Sold by Andy Macrae Submitted by Chris Jewess		21-3-16-15 Printed on 06-12-2023 Last modified date 09-12-2023		

JOINERY DETAIL SHEET

1 x 1 Pair of Sashes to Cord Hung Sash Window

Customer Fortside Investments Limited		Job No C37337	Job No 2	Sheet 1 of 1																	
Diagram 		Sectional Details <table border="0"> <tr> <td>Sash Head</td> <td>55 mm</td> <td rowspan="5">Square</td> </tr> <tr> <td>Sash Side</td> <td>50 mm</td> </tr> <tr> <td>Sash Bottom Rail</td> <td>95 mm</td> </tr> <tr> <td>Sash Molar</td> <td>30 mm</td> </tr> <tr> <td>Sash Thickness</td> <td>36 mm</td> </tr> <tr> <td>Top Sash Horn</td> <td>No horn</td> <td></td> </tr> <tr> <td>Bottom Sash Horn</td> <td>No horn</td> <td></td> </tr> </table>			Sash Head	55 mm	Square	Sash Side	50 mm	Sash Bottom Rail	95 mm	Sash Molar	30 mm	Sash Thickness	36 mm	Top Sash Horn	No horn		Bottom Sash Horn	No horn	
Sash Head	55 mm	Square																			
Sash Side	50 mm																				
Sash Bottom Rail	95 mm																				
Sash Molar	30 mm																				
Sash Thickness	36 mm																				
Top Sash Horn	No horn																				
Bottom Sash Horn	No horn																				
Location First Floor LHS Flat 6 Kitchen		Glazing Bar 20 mm (4 mm Nbr) Profile Oval Mounting Corner 6 x 13 with 6 mm shoulder Glazing Resin 8 x 15 mm																			
Material Accoya	Quantity 1 of shown on drawing	Glazing Single Glazed Top 4mm Clear Float Bot 4mm Clear Float Dry Seal Paint/Finish Internal Standard White External Standard White CE Standard White																			
Finishing 1 x Finish Catch PB 4 x Roll Lock Back Plate Fitting 2 x Roll Lock Egress PB 2 x Sash Lin PB		Production Notes Installation Notes Installed Internally 1. OUT OF SQ HORIZ 5mm ON HEAD. 2. SPLICE REPAIRS X 2.																			
Job Tracking Order received 30-10-2023 Sold by Andy Macrae Surveyed by Chris Jewess		2 3 6 15 Print date 06-12-2023 Last modified date 06-12-2023																			

JOINERY DETAIL SHEET

1 x 1 Pair of Sashes to Spiral Hung Sash Window

Customer Fortside Investments Limited		Job No C37337	Item No 3	Sheet 1 of 1																					
Diagram 		Sectional Details <table border="0"> <tr> <td>Sash Head</td> <td>50 mm</td> <td></td> </tr> <tr> <td>Sash Side</td> <td>50 mm</td> <td></td> </tr> <tr> <td>Sash Bot Rail (int)</td> <td>95 mm</td> <td>Square</td> </tr> <tr> <td>Sash Midrail</td> <td>30 mm</td> <td></td> </tr> <tr> <td>Sash Thickness</td> <td>39 mm</td> <td></td> </tr> <tr> <td>Top Sash Horn</td> <td>No horn</td> <td></td> </tr> <tr> <td>Bot Sash Horn</td> <td>No horn</td> <td></td> </tr> </table>			Sash Head	50 mm		Sash Side	50 mm		Sash Bot Rail (int)	95 mm	Square	Sash Midrail	30 mm		Sash Thickness	39 mm		Top Sash Horn	No horn		Bot Sash Horn	No horn	
Sash Head	50 mm																								
Sash Side	50 mm																								
Sash Bot Rail (int)	95 mm	Square																							
Sash Midrail	30 mm																								
Sash Thickness	39 mm																								
Top Sash Horn	No horn																								
Bot Sash Horn	No horn																								
Location First Floor Rear Flat 6 Bathroom		Glazing Bar 20 mm (4 mm Nib) Profile Ovolo Moulding Cutler 6 x 13 with 10 mm should Glazing Rebate 8 x 14 mm																							
Material Accoya		Quantity 1 of shown on drawing	Glazing Single Glazed Top 4mm Stippolyte Float Bot 4mm Stippolyte Float Toughened Dry Seal Paint Finish Internal Standard White External Standard White Cat Standard White																						
Accessories 1 x Fitch Catch PB 4 x Rola Lock Back Plate Fastener 2 x Rola Lock Egress PB 2 x Sash Lift PB		Production Notes *REBATE SASH STILES FOR SPIRALS TOP AND BOTTOM 2 13 10 14 Add Tracking Order received 30 10 2023 Sold by: Andy Macree Surveyed by: Chris Jewess Print date: 06 12 2023 Last modified date: 06 12 2023																							
		Installation Notes Installed Internally 1 SCRAPE AND FILL CILL																							

JOINERY DETAIL SHEET

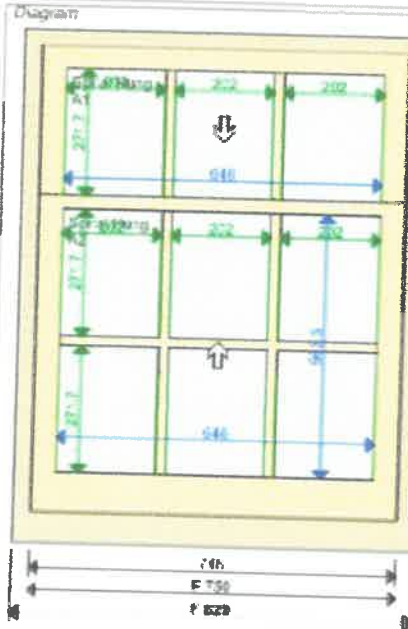
1 x 1 Complete New Single Spiral Sash Window (DocL / WER) (Classic)

Customer Fortside Investments Limited		Job No C37337	Item No 4	Sheet 1 of 1
Diagram Technical drawing of a spiral sash window. The drawing shows a front view with dimensions: overall width 1102mm, overall height 1010mm, and internal width 846mm. It also shows a side view with dimensions: overall depth 1010mm and internal depth 846mm. The window is labeled 'F 1010' and 'F 846'.		Sectional Details Jamb Type: Solid Spiral for Sash Inner Head: 134 x 35 mm Inner Jamb: 134 x 35 mm Cill: 169 x 67 mm Sash Head: 50 mm Sash Side: 50 mm Sash Bottom Rail (mm): 85 mm Stepped Sash Mould: 30 mm Sash Thickness: 39 mm Top Sash Horn: No horn Bottom Sash Horn: No horn		
Location Second Floor Rear Flat 6 Main Bedroom		Glazing Bar: 20 mm (4 mm Nib) Profile: Ovalo Moulding Cutter: 6 x 13 with 10 mm should. Glazing Rebate: 8 x 14 mm		
Material Accoya sashes, Accoya frame, Accoya cill		Quantity 1 of shown on drawing	Glazing Single Glazed Top: 4mm Clear Float Bottom: 4mm Clear Float Dry Seal Paint Finish Internal: Standard White External: Standard White Cill: Standard White	
Accessories 1 x Fitch Catch PB 4 x Hole Lock Back Plate Fastener 2 x Hole Lock Egress PB 2 x Sash Lift PB		Production Notes *CILL EXTENSION LOOSE ON AMS *SPIRALS FRAME RECESSED INTERNALLY		
Installation Notes Installed: Externally External Access: Scaffold by Customer Cable Alarm: Customer to Remove Dormer Issues: Dormer with External Lining 1. FIT FRAME ON SAME INTERNAL POSITION. 2. FIT 2 PART LINERS EXTERNALLY TO THE SIDES AND BELOW THE EAVES. CURRENTLY 35mm THICK WITH BEVEL PROFILE. NEW TO BE 20mm FLAT PROFILE. 3. FIT QUADS INTERNALLY AND OVOLO STOP TO HEAD. FIT WINDOWBOARD.		Date: 21/13/10/14		
Job Tracking Order received: 30/10/2023 Sold by: Andy Macrae Surveyed by: Chris Jewiss		Print date: 06/12/2023 Last modified date: 06/12/2023		

JOINERY DETAIL SHEET

1 x 1 Complete New Single Spiral Sash Window (DocL / WER) (Classic)

Customer Fortside Investments Limited	Job No C37337	Item No 5	Sheet 1 of 1
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Sectional Details

Jamb Type	Solid Spiral for Sash
Inner Head	134 x 35 mm
Inner Jamb	134 x 35 mm
Cill	169 x 67 mm

Sash Head	50 mm
Sash Side	50 mm
Sash Bottom Rail (mm)	85 mm Stepped
Sash Material	30 mm
Sash Thickness	39 mm
Top Sash Horn	No horn
Bottom Sash Horn	No horn

Location
Second Floor Front Flat 6 Guest Bedroom

Material
**Accoya sashes,
Accoya frame, Accoya cill**

Quantity
1
of shown on drawing

Glazing Bar	20 mm (4 mm Nib)
Profile	Ovolo
Moulding Cutler	6 x 13 with 10 mm should
Glazing Rebate	8 x 14 mm

Accessories
1 x Fitch Catch PB
4 x Rota Lock Back Plate Fastener
2 x Rota Lock Egress PB
2 x Sash Lift PB

Glazing
Single Glazed
Top 4mm Clear Float
Bottom 4mm Clear Float

Dry Seal

Paint Finish
Internal Standard White
External Standard White
Cill Standard White

Production Notes
*CILL EXTENSION LOOSE ON AMS
*SPIRALS FRAME RECESSED INTERNALLY

Installation Notes

Installed Externally
External Access: Scaffold by Customer
Dormer Issues: Dormer with External Lining

1. FIT FRAME ON SAME INTERNAL POSITION
2. FIT 2 PART LINERS EXTERNALLY TO THE SIDES AND BELOW THE EAVES CURRENTLY 35mm THICK WITH BEVEL PROFILE NEW TO BE 20mm FLAT PROFILE
3. FIT QUADS INTERNALLY AND OVULO STOP TO HEAD. FIT WINDOWBOARD.

2 | 13 | 10 | 14

Job Tracking
Order received 30 10 2023
Sold by: Andy Macree
Surveyed by: Chris Jewett

Print date: 06 12 2023
Last modified date: 06 12 2023

JOINERY DETAIL SHEET

1 x 1 Pair of Sashes to Cord Hung Sash Window

Customer Fortside Investments Limited		Job No. C37337	Item No. 6	Sheet 1 of 1																					
Diagram 		Sectional Details <table> <tr> <td>Sash Head</td> <td>50 mm</td> <td></td> </tr> <tr> <td>Sash Side</td> <td>55 mm</td> <td></td> </tr> <tr> <td>Sash Btm Bar (int)</td> <td>95 mm</td> <td>Square</td> </tr> <tr> <td>Sash Midrail</td> <td>30 mm</td> <td></td> </tr> <tr> <td>Sash Thickness</td> <td>36 mm</td> <td></td> </tr> <tr> <td>Top Sash Horn</td> <td>No horn</td> <td></td> </tr> <tr> <td>Btm Sash Horn</td> <td>No horn</td> <td></td> </tr> </table>			Sash Head	50 mm		Sash Side	55 mm		Sash Btm Bar (int)	95 mm	Square	Sash Midrail	30 mm		Sash Thickness	36 mm		Top Sash Horn	No horn		Btm Sash Horn	No horn	
Sash Head	50 mm																								
Sash Side	55 mm																								
Sash Btm Bar (int)	95 mm	Square																							
Sash Midrail	30 mm																								
Sash Thickness	36 mm																								
Top Sash Horn	No horn																								
Btm Sash Horn	No horn																								
Location First Floor RHS Flat 5 Living Room		Glazing Bar 20 mm (4 mm Nib) Profile Ovalo Moulding Cutter 6 x 13 with 6 mm shoulder Glazing Rebate 8 x 15 mm																							
Material Accoya	Quantity 1 of shown on drawing	Glazing <u>Single Glazed</u> Top 4mm Clear Float Btm 4mm Clear Float Dry Seal Paint Finish Internal Standard White External Standard White Cill Standard White																							
Ironmongery 1 x Fitch Catch PB 4 x Rola Lock Back Plate Fastener 2 x Rola Lock Fgress PB 2 x Sash Lift PB		Production Notes *DEEPER CORD GROOVES Job Tracking Order received 30 10 2023 Sold by: Andy Macrae Surveyed by Chris Jewkes																							
		Installation Notes Installed Internally THIS ITEM IS LHS. 1. OUT OF SQ VERTICAL 8mm ON CILL. 2. SPLICE REPAIRS X 2 OUTER JAMBS NON STD DETAIL TO MATCH EXISTING. 3. SCRAPE AND FILL CILL																							
		21 13 16 15 Print date: 06 12 2023 Last modified date 06 12 2023																							

JOINERY DETAIL SHEET

1 x 1 Pair of Sashes to Cord Hung Sash Window

Customer Fortside Investments Limited		Job No C37337	Item No 7	Sheet 1 of 1
Diagram		Sectional Details		
		Sash Head 55 mm Sash Side 55 mm Sash Bot Rail (mm) 95 mm Square Sash Midrail 30 mm Sash Thickness 36 mm Top Sash Horn No horn Bot Sash Horn No horn		
Location First Floor RHS Flat 5 Living Room		Glazing Bar 20 mm (4 mm Nib) Profile Ovolo Moulding Cutter 6 x 13 with 6 mm shoulder Glazing Rebate 8 x 15 mm		
Material Accoya		Quantity 1 of shown on drawing	Glazing Single Glazed Top 4mm Clear Float Bot 4mm Clear Float	
Hardware 1 x Fitch Catch PB 4 x Rola Lock Back Plate Fastener 2 x Rola Lock Egress PB 2 x Sash Lift PB		Dry Seal Paint Finish Internal Standard White External Standard White Col Standard White		
Production Notes *DEEPER CORD GROOVES		Installation Notes installed Internally THIS ITEM IS RHS 1. OUT OF SQ HORIZ 7mm 2. OUT OF SQ VERTICAL 8mm. 3. SPLICE REPAIRS X 2 OUTER JAMBS NON STD DETAIL TO MATCH EXISTING. 4. NEW CILL NON STANDARD DETAIL.		
Job Tracking Order received 30 10 2023 Sold by: Andy Macrae Surveyed by: Chris Jewiss		Print date: 06 12 2023 Last modified date 06-12-2023		

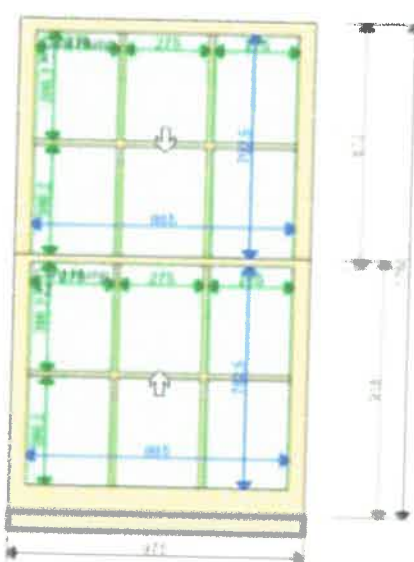
JOINERY DETAIL SHEET

1 x 1 Pair of Sashes to Cord Hung Sash Window

Customer Fortside Investments Limited		Job No C37337	Item No 8	Sheet 1 of 1
Diagram		Sectional Details		
		Sash Head 50 mm Sash Stile 55 mm Sash Btm Rail (int) 95 mm Sash Midrail 30 mm Sash Thickness 36 mm Top Sash Horn No horn Btm Sash Horn No horn Square		
Location First Floor RHS Flat 5 Kitchen		Glazing Bar 20 mm (4 mm Nib) Profile Ovolo Moulding Coffer 6 x 13 with 6 mm shoulder Glazing Rebate 8 x 15 mm		
Material Accoya	Quantity 1 of shown on drawing	Glazing Single Glazed Top 4mm Clear Float Btm 4mm Clear Float		
Intermediary 1 x Fitch Catch PB 4 x Rota Lock Back Plate Fastener 2 x Rota Lock Fgress PB 2 x Sash Lift PB	Dry Seal Paint Finish Internal Standard White External Standard White Col Standard White			
Production Notes *DEEPER CORD GROOVES		Installation Notes Installed Internally THIS ITEM IS LHS 1. OUT OF SQ VERTICAL 5mm 2. SCRAPE AND FILL CILL		
Job Tracking Order received 30/10/2023 Sold by: Andy Macrae Surveyed by: Chris Jewiss		21/3/6/15 Print date: 06-12-2023 Last modified date: 06-12-2023		

JOINERY DETAIL SHEET

1 x 1 Pair of Sashes to Cord Hung Sash Window

Customer Fortside Investments Limited		Job No C37337	Draw No 9	Sheet 1 of 1																					
Diagram 		Sectional Details <table border="0"> <tr> <td>Sash Head</td> <td>50 mm</td> <td></td> </tr> <tr> <td>Sash Stile</td> <td>55 mm</td> <td></td> </tr> <tr> <td>Sash Shim Rail (mm)</td> <td>95 mm</td> <td>Square</td> </tr> <tr> <td>Sash Midrail</td> <td>30 mm</td> <td></td> </tr> <tr> <td>Sash Thickness</td> <td>36 mm</td> <td></td> </tr> <tr> <td>Top Sash Horn</td> <td>No horn</td> <td></td> </tr> <tr> <td>Bottom Sash Horn</td> <td>No horn</td> <td></td> </tr> </table> 			Sash Head	50 mm		Sash Stile	55 mm		Sash Shim Rail (mm)	95 mm	Square	Sash Midrail	30 mm		Sash Thickness	36 mm		Top Sash Horn	No horn		Bottom Sash Horn	No horn	
Sash Head	50 mm																								
Sash Stile	55 mm																								
Sash Shim Rail (mm)	95 mm	Square																							
Sash Midrail	30 mm																								
Sash Thickness	36 mm																								
Top Sash Horn	No horn																								
Bottom Sash Horn	No horn																								
Location First Floor RHS Flat 5 Kitchen		Glazing Bar 20 mm (4 mm Nib) Profile Owolo Moulding Outer 6 x 13 with 6 mm shoulder Glazing Rebate 8 x 15 mm																							
Material Accoya	Quantity 1 of shown on drawing	Glazing Single Glazed Top 4mm Clear Float Shim 4mm Clear Float Dry Seal																							
Components 1 x Fish Catch PB 4 x Rob Lock Back Plate Fastener 2 x Rob Lock Egress PB 2 x Sash Lift PB		Paint Finish Internal Standard White External Standard White GFI Standard White																							
Production Notes *DEEPER CORD GROOVES		Installation Notes Installed Internally THIS ITEM IS HHS 1. OUT OF SQ VERTICAL 5mm 2. NEW CILL NON STANDARD DETAIL.																							
Job Tracking Order received: 30/10/2023 Sold by: Andy Macrae Surveyed by: Chris Jewess		21/13/16/15 Print date: 05/12/2023 Last modified date: 05/12/2023																							

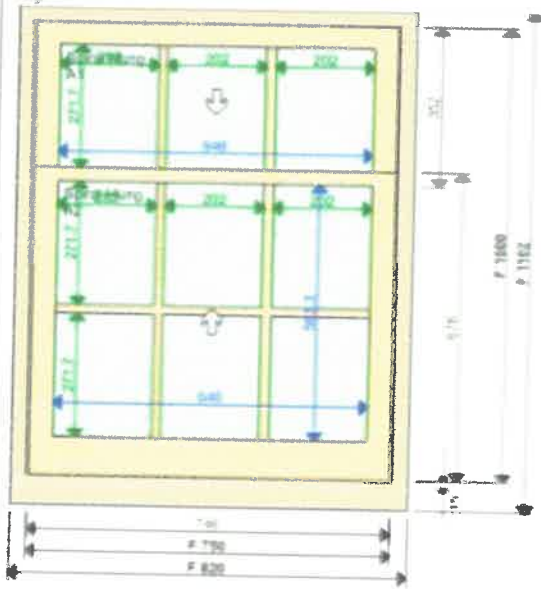
JOINERY DETAIL SHEET

1 x 1 Complete New Single Spiral Sash Window (DocL / WER) (Classic)

Customer Fortside Investments Limited		Job No C37337	Item No 10	Sheet 1 of 1
Diagram 		Sectional Details Jamb Type: Solid Spiral for Sash Inner Head: 134 x 35 mm Ext Head Plant Or: 20 mm Inner Jamb: 134 x 35 mm Cill: 152 x 67 mm Sash Head: 50 mm Sash Stile: 50 mm Sash Bar Rail (ext): 85 mm Stepped Sash Mull: 30 mm Sash Thickness: 39 mm Top Sash Horn: No horn Bot Sash Horn: No horn 		
Location First Floor Rear Flat 5 Bathroom		Glazing Bar: 20 mm (4 mm Nib) Profile: Ovolo Moulding Cutter: 6 x 13 with 10 mm should Glazing Rebate: 8 x 14 mm		
Material Accoya sashes, Accoya frame, Accoya cill		Quantity: 1 of shown on drawing		
Accessories 1 x Frich Catch PB 4 x Role Lock Back Plate Fastener 2 x Role Lock Egress PB 2 x Sash Lf: PB		Glazing Single Glazed Top: 4mm Sappolyte Float Bot: 4mm Sappolyte Float Toughened Dry Seal		
Production Notes *SPIRALS FRAME RECESSED INTERNALLY		Paint Finish Internal: Standard White External: Standard White Cill: Standard White		
Installation Notes Installed: Internally External Access: Scaffold by Customer 1. FIT ON SAME EXTERNAL POSITION. 2. MAY NEED TO REBATE INSIDE OF FRAME HEAD DUE TO CEILING. 3. FIT LINERS, ARCHITRAVES AND WINDOWBOARD.				
Job Tracking Order received: 30 10 2023 Sold by: Andy Macrao Surveyed by: Chris Jewess		Print date: 06 12 2023 Last modified date: 06 12 2023		

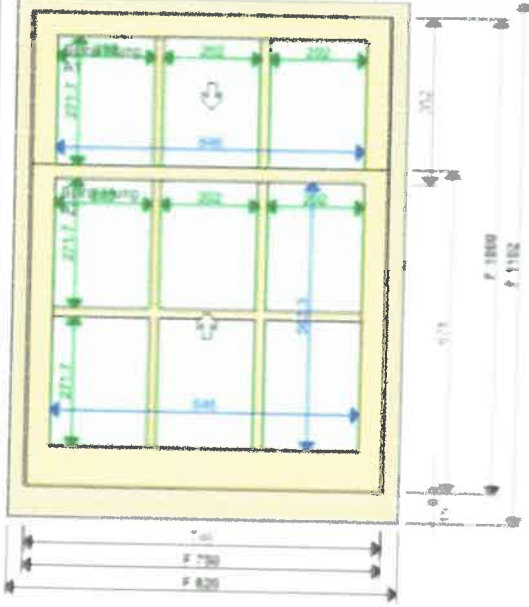
JOINERY DETAIL SHEET

1 x 1 Complete New Single Spiral Sash Window (DocL / WER) (Classic)

Customer Fortside Investments Limited		Job No C37337	Item No 11	Sheet 1 of 1
 Diagram		Section Details Jamb Type: Solid Spiral for Sash Inner Hinge: 134 x 35 mm Inner Jamb: 134 x 35 mm Cill: 169 x 67 mm Sash Head: 50 mm Sash Side: 50 mm Sash Blm Rail (int): 85 mm Sash Midrail: 30 mm Sash Thickness: 39 mm Top Sash Horn: No horn Blm Sash Horn: No horn		
Location Second Floor Rear Flat 5 Guest room		Glazing Bar: 20 mm (4 mm No) Profile: Ovolo Moulding Corner: 6 x 13 with 10 mm should Glazing Rebate: 8 x 14 mm		
Material Accoya sashes, Accoya frame, Accoya cill		Quantity: 1 of shown on drawing		
Accessories: 1 x Fish Catch PB 4 x Role Lock Back Plate Fastener 2 x Role Lock Egress PB 2 x Sash Lift PB		Glazing: Single Glazed Top: 4mm Clear Float Blm: 4mm Clear Float Dry Seal Paint Finish: Internal: Standard White External: Standard White Cil: Standard White		
Production Notes: *CILL EXTENSION LOOSE ON AMS. *SPIRALS FRAME RECESSED INTERNALLY		Installation Notes: Installed: Externally External Access: Scaffold by Customer Dormer Issues: Dormer with External Lining 1 FIT FRAME ON SAME INTERNAL POSITION 2 FIT 2 PART LINERS EXTERNALLY TO THE SIDES AND BELOW THE EAVES. CURRENTLY 35mm THICK WITH BEVEL PROFILE. NEW TO BE 20mm FLAT PROFILE. 3. FIT QUADS INTERNALLY AND OVOLO STOP TO HEAD FIT WINDOWBOARD		
Job Tracking Order received: 05-10-2023 Sold by: Andy Macrae Surveyed by: Chris Jewiss		Print date: 08-12-2023 Last modified date: 06-12-2023		

JOINERY DETAIL SHEET

1 x 1 Complete New Single Spiral Sash Window (DocL / WER) (Classic)

Customer Fortside Investments Limited		Job No C37337	Item No 12	Sheet 1 of 1																						
Diagram  Technical drawing of a spiral sash window. The drawing shows a rectangular frame with internal sashes. Dimensions are indicated: overall width 750mm, overall height 1180mm, and internal sash dimensions. The frame is labeled 'F 750' and 'F 1180'. The sashes are labeled 'F 350' and 'F 350'. The drawing also shows the internal spiral mechanism and the sash cords.		Sectional Details <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Jamb Type</td> <td>Solid Spiral for Sash</td> </tr> <tr> <td>Inner Head</td> <td>134 x 35 mm</td> </tr> <tr> <td>Inner Jamb</td> <td>134 x 35 mm</td> </tr> <tr> <td>Cill</td> <td>169 x 67 mm</td> </tr> </table> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Sash Head</td> <td>50 mm</td> </tr> <tr> <td>Sash Side</td> <td>50 mm</td> </tr> <tr> <td>Sash Btm Rail Int.</td> <td>85 mm</td> </tr> <tr> <td>Sash Mural</td> <td>30 mm</td> </tr> <tr> <td>Sash Thickness</td> <td>39 mm</td> </tr> <tr> <td>Top Sash Horn</td> <td>No horn</td> </tr> <tr> <td>Btm Sash Horn</td> <td>No horn</td> </tr> </table>			Jamb Type	Solid Spiral for Sash	Inner Head	134 x 35 mm	Inner Jamb	134 x 35 mm	Cill	169 x 67 mm	Sash Head	50 mm	Sash Side	50 mm	Sash Btm Rail Int.	85 mm	Sash Mural	30 mm	Sash Thickness	39 mm	Top Sash Horn	No horn	Btm Sash Horn	No horn
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Location Second Floor Front Flat 5 Main Bedroom		<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Glazing Bar</td> <td>20 mm (4 mm Nil)</td> </tr> <tr> <td>Profile</td> <td>Ovolo</td> </tr> <tr> <td>Moulding Cutler</td> <td>6 x 13 with 10 mm should</td> </tr> <tr> <td>Glazing Rebate</td> <td>8 x 14 mm</td> </tr> </table>			Glazing Bar	20 mm (4 mm Nil)	Profile	Ovolo	Moulding Cutler	6 x 13 with 10 mm should	Glazing Rebate	8 x 14 mm														
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Material Accoya sashes, Accoya frame, Accoya cill	Quantity 1 of shown on drawing	Glazing Single Glazed Top 4mm Clear Float Btm 4mm Clear Float																								
Accessories 1 x Fitch Catch PB 4 x Pola Lock Back Plate Fastener 2 x Pola Lock Egress PB 2 x Sash Lift PB		Dry Seal Paint Finish Internal Standard White External Standard White Cill Standard White																								
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Job Tracking Order received: 30-10-2023 Sold by: Andy Mcrae Surveyed by: Chris Jewiss		2 13 10 14 Print date: 08-12-2023 Last modified date: 06-12-2023																								

JOINERY DETAIL SHEET

1 x 1 Pair of Sashes to Cord Hung Sash Window

Customer Fortside Investments Limited	Job No C37337	Item No 18	Sheet 1 of 1																					
Diagram 		Sectional Details <table> <tr> <td>Sash Head</td> <td>50 mm</td> <td></td> </tr> <tr> <td>Sash Sill</td> <td>50 mm</td> <td></td> </tr> <tr> <td>Sash Box Rail (int)</td> <td>95 mm</td> <td>Square</td> </tr> <tr> <td>Sash Miter</td> <td>30 mm</td> <td></td> </tr> <tr> <td>Sash Thickness</td> <td>36 mm</td> <td></td> </tr> <tr> <td>Top Sash Horn</td> <td>No horn</td> <td></td> </tr> <tr> <td>Bot Sash Horn</td> <td>No horn</td> <td></td> </tr> </table>		Sash Head	50 mm		Sash Sill	50 mm		Sash Box Rail (int)	95 mm	Square	Sash Miter	30 mm		Sash Thickness	36 mm		Top Sash Horn	No horn		Bot Sash Horn	No horn	
Sash Head	50 mm																							
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Location Ground Floor RHS Flat 3 Bedsit		Glazing Bar 20 mm (4 mm Nib) Profile Ovolo Moulding Cutter 6 x 13 with 6 mm shoulder Glazing Rebate 8 x 15 mm																						
Material Accoya	Quantity 1 of shown on drawing	Glazing <u>Single Glazed</u> Top 4mm Clear Float Bot 4mm Clear Float Dry Seal Paint Finish Internal Standard White External Standard White Oil Standard White																						
Ironmongery 1 x Fitch Catch PB 4 x Role Lock Back Plate Fastener 2 x Role Lock Egress PB 2 x Sash Lift PB		Production Notes *DEEPER CORD GROOVES																						
Job Tracking Order received 30-10-2023 Sold by: Andy Macrae Surveyed by: Chris James		Installation Notes Installed Internally THIS ITEM IS LHS. 1 SPLICE REPAIRS X 4 OUTER JAMBS NON STD DETAIL TO MATCH EXISTING. 2 NEW CILL NON STANDARD DETAIL. 3 CUSTOMER TO REMOVE PANNELLING IN FRONT OF CILL TO ALLOW CILL TO BE CHOPPED OUT AND REPLACED. WINDOWBOARD TO BE REINSTATED POST WINDOW INSTALLATION 4. FIT STAFF BEAD TO CILL. TULIPWOOD UPSTAND SUPPLIED TO ALLOW GAP TO BE COVERED BETWEEN STAFF BEAD AND WINDOWBOARD																						
2 13 6 15 Print date: 06-12-2023 Last modified date: 06-12-2023																								

JOINERY DETAIL SHEET

1 x 1 Pair of Sashes to Cord Hung Sash Window

Customer Fortside Investments Limited		Job No C37337	Item No 19	Sheet 1 of 1																					
Diagram		Declaration Details <table border="0"> <tr> <td>Sash Head</td> <td>50 mm</td> <td></td> </tr> <tr> <td>Sash Sill</td> <td>50 mm</td> <td></td> </tr> <tr> <td>Sash Btm Rail (mm)</td> <td>95 mm</td> <td>Square</td> </tr> <tr> <td>Sash Mould</td> <td>30 mm</td> <td></td> </tr> <tr> <td>Sash Track/roll</td> <td>35 mm</td> <td></td> </tr> <tr> <td>Top Sash Horn</td> <td>No horn</td> <td></td> </tr> <tr> <td>Btm Sash Horn</td> <td>No horn</td> <td></td> </tr> </table>			Sash Head	50 mm		Sash Sill	50 mm		Sash Btm Rail (mm)	95 mm	Square	Sash Mould	30 mm		Sash Track/roll	35 mm		Top Sash Horn	No horn		Btm Sash Horn	No horn	
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Location Ground Floor RHS Flat 3 Bedsit		Glazing Pile 20 mm (4 mm Nib) Profile Ovalo Moulding Cutter 6 x 13 with 6 mm shoulder Glazing Rebate 8 x 15 mm																							
Material Accoya	Quantity 1 of shown on drawing	Glazing Single Glazed Top 4mm Clear Float Btm 4mm Clear Float																							
Ironmongery 1 x Fitch Catch PB 4 x Rola Lock Back Plate Fasteners 2 x Rola Lock Egress PB 2 x Sash Lift PB		Dry Seal Paint Finish Internal Standard White External Standard White Cill Standard White																							
Production Notes *DEEPER CORD GROOVES		Installation Notes Installed Internally THIS ITEM IS RHS. 1. SPLICE REPAIRS X 4 OUTER JAMBS NON STD DETAIL TO MATCH EXISTING. 2. NEW CILL NON STANDARD DETAIL 3. CUSTOMER TO REMOVE PANNELLING IN FRONT OF CILL TO ALLOW CILL TO BE CHOPPED OUT AND REPLACED. WINDOWBOARD TO BE REINSTATED POST WINDOW INSTALLATION. 4. FIT STAFF BEAD TO CILL TULIPWOOD UPSTAND SUPPLIED TO ALLOW GAP TO BE COVERED BETWEEN STAFF BEAD AND WINDOWBOARD.																							
Job Tracking Order received 30-10-2023 Sold by Andy Macrae Surveyed by Chris Jones		Print date 05-12-2023 Last modified date 05-12-2023																							

JOINERY DETAIL SHEET

1 x 1 Pair of Sashes to Cord Hung Sash Window

1 x 1 Pair of Sashes to Cord Hung Sash Window																								
Customer Fortside Investments Limited	Job No C37337	Item No 20	Sheet 1 of 1																					
Diagram The diagram shows a vertical cord-hung sash window. It has a total height of 1912mm and a total width of 1480mm. The window is divided into two sashes, each 956mm high. The top sash has a height of 956mm and a width of 1480mm. The bottom sash has a height of 956mm and a width of 1480mm. The window is shown in a closed position with the sashes meeting in the middle. Dimensions are given in millimeters. The drawing includes labels for the top and bottom sashes, the frame, and the cord. The window is shown in a perspective view.		Sectional Details <table border="0"> <tr> <td>Sash Head</td> <td>50 mm</td> <td></td> </tr> <tr> <td>Sash Side</td> <td>50 mm</td> <td></td> </tr> <tr> <td>Sash Btm Rail (int)</td> <td>95 mm</td> <td>Square</td> </tr> <tr> <td>Sash Midrail</td> <td>30 mm</td> <td></td> </tr> <tr> <td>Sash Thickness</td> <td>36 mm</td> <td></td> </tr> <tr> <td>Top Sash Horn</td> <td>No horn</td> <td></td> </tr> <tr> <td>Btm Sash Horn</td> <td>No horn</td> <td></td> </tr> </table> The cross-section diagram shows the internal components of the sash window. It includes the sash head, sash side, sash bottom rail, sash midrail, sash thickness, top sash horn, and bottom sash horn. The diagram shows the cord running through the sash and the window frame. The cord is shown in a cross-section view.		Sash Head	50 mm		Sash Side	50 mm		Sash Btm Rail (int)	95 mm	Square	Sash Midrail	30 mm		Sash Thickness	36 mm		Top Sash Horn	No horn		Btm Sash Horn	No horn	
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Location Ground Floor Front Flat 3 Bedsit		<table border="0"> <tr> <td>Glazing Bar</td> <td>20 mm (4 mm Nib)</td> </tr> <tr> <td>Profile</td> <td>Ovolo</td> </tr> <tr> <td>Moulding Corner</td> <td>6 x 13 with 6 mm shoulder</td> </tr> <tr> <td>Glazing Rebate</td> <td>8 x 15 mm</td> </tr> </table>		Glazing Bar	20 mm (4 mm Nib)	Profile	Ovolo	Moulding Corner	6 x 13 with 6 mm shoulder	Glazing Rebate	8 x 15 mm													
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Profile	Ovolo																							
Moulding Corner	6 x 13 with 6 mm shoulder																							
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Material Accoya	Quantity 1 of shown on drawing	Glazing Single Glazed Top 4mm Clear Float Btm 4mm Clear Float Dry Seal Paint Finish Internal Standard White External Standard White Cil Standard White																						
Ironmongery 1 x Fitch Catch PB 4 x Rola Lock Back Plate Fastener 2 x Rola Lock Egress PB 2 x Sash Lift PB		Production Notes *DEEPER CORD GROOVES																						
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JOINERY DETAIL SHEET

1 x 1 Pair of Sashes to Cord Hung Sash Window

Customer Fortside Investments Limited		Job No C37337	Item No 26	Sheet 1 of 1																					
Diagram		Sectional Details <table border="0"> <tr> <td>Sash Head</td> <td>55 mm</td> <td></td> </tr> <tr> <td>Sash Stile</td> <td>50 mm</td> <td></td> </tr> <tr> <td>Sash Rim Flange</td> <td>95 mm</td> <td>Square</td> </tr> <tr> <td>Sash Miter</td> <td>30 mm</td> <td></td> </tr> <tr> <td>Sash Thickness</td> <td>36 mm</td> <td></td> </tr> <tr> <td>Top Sash Horn</td> <td>No horn</td> <td></td> </tr> <tr> <td>Bot Sash Horn</td> <td>No horn</td> <td></td> </tr> </table>			Sash Head	55 mm		Sash Stile	50 mm		Sash Rim Flange	95 mm	Square	Sash Miter	30 mm		Sash Thickness	36 mm		Top Sash Horn	No horn		Bot Sash Horn	No horn	
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Top Sash Horn	No horn																								
Bot Sash Horn	No horn																								
Location Basement RHS Flat 1 bedsit		Glazing Bar 20 mm (4 mm Nib) Profile Oval Moulding Cuter 6 x 13 with 6 mm shoulder Glazing Rebate 8 x 15 mm																							
Material Accoya		Quantity 1 of shown on drawing	Glazing Single Glazed Top 4mm Clear Float Bot 4mm Clear Float Dry Seal Paint Finish Internal Standard White External Standard White Oil Standard White																						
Hardware 1 x Flitch Catch PB 1 x Lock Chubb Window Key 4 x Rola Lock Back Plate Fastener 2 x Rola Lock PB 2 x Sash Lift PB		Production Notes *REBATE SASH STILES FOR SPIRALS TOP AND BOTTOM 2 13 6 15																							
Job Tracking Order received 30-10-2023 Sent by Andy Macrae Reviewed by Chris Jones		Installation Notes Installed: Internally 1. OUT OF SQ HORIZ WITH ITEM 27 = 10mm 2. SPLICE REPAIR X 2. 3. SCRAPE AND FILL OIL Print date: 06-12-2023 Last modified date: 06-12-2023																							

JOINERY DETAIL SHEET

1 x 1 Pair of Sashes to Cord Hung Sash Window

Customer Fortside Investments Limited	Job No C37337	Item No 27	Sheet 1 of 1
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Diagram	Sectional Details
	Sash Head 55 mm Sash Stile 50 mm Sash Film Reinforce 95 mm Square Sash Mould 30 mm Sash Thickness 36 mm Top Sash Horn No horn Bot Sash Horn No horn

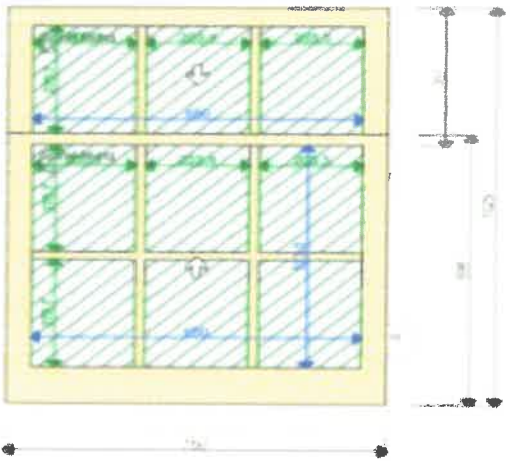
Location Basement RHS Flat 1 Bedsit	Quantity 1 of shown on drawing	Glazing Bar Profile 20 mm (4 mm Nib) Oval
Material Accoya		Moulding Cunar 6 x 13 with 6 mm shoulder
		Glazing Rubble 8 x 15 mm

Accessories 1 x Fitch Catch PB 1 x Lock Chubb Window Key 4 x Rola Lock Back Plate Fastener 2 x Rola Lock PB 2 x Sash Lift PB	Glazing Single Glaze Top 4mm Clear Float Bot 4mm Clear Float
	Dry Seal
	Paint Finish Internal Standard White External Standard White Oil Standard White

Production Notes *REBATE SASH STILES FOR SPIRALS TOP AND BOTTOM	Installation Notes Installed: Internally 1. OUT OF SQ HORIZ WITH ITEM 26 = 10mm 2. SPLICE REPAIR X 1. 3. SCRAPE AND FILL CILL.
Job Tracking Order received 30-10-2023 Sent by Andy Milner Surveys by Chris Jevons	2 13 6 15 Print date: 06-12-2023 Last modified date: 06-12-2023

JOINERY DETAIL SHEET

1 x 1 Pair of Sashes to Spiral Hung Sash Window

Customer Fortside Investments Limited		Job No C37337	Rev No 28	Sheet 1 of 1																					
Location 		Section Details <table border="0"> <tr> <td>Sash Head</td> <td>50 mm</td> <td></td> </tr> <tr> <td>Sash Side</td> <td>50 mm</td> <td></td> </tr> <tr> <td>Sash (Wm. Rgl. (int))</td> <td>95 mm</td> <td>Square</td> </tr> <tr> <td>Sash Microsl</td> <td>39 mm</td> <td></td> </tr> <tr> <td>Sash Treadress</td> <td>39 mm</td> <td></td> </tr> <tr> <td>Top Sash Horn</td> <td>No horn</td> <td></td> </tr> <tr> <td>Botr Sash Horn</td> <td>No horn</td> <td></td> </tr> </table> 			Sash Head	50 mm		Sash Side	50 mm		Sash (Wm. Rgl. (int))	95 mm	Square	Sash Microsl	39 mm		Sash Treadress	39 mm		Top Sash Horn	No horn		Botr Sash Horn	No horn	
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Sash Treadress	39 mm																								
Top Sash Horn	No horn																								
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Location Basement LHS Flat 1 Bathroom		Glazing Bar 20 mm (4 mm Nib) Profile Oval Moulding Outer 6 x 13 with 10 mm should Glazing Rebate 8 x 14 mm																							
Material Accoya		Quantity 1 of shown on drawing																							
Accessories 1 x Fish Catch PB 1 x Lock Catch Window Key 4 x Rola Lock Back Plate Fastener 2 x Rola Lock PB 2 x Sash Lift PB		Glazing Single Glazed Top 4mm Stippled Float Botr 4mm Stippled Float Toughened Dry Seal Paint Finish Internal Standard White External Standard White GFI Standard White																							
Production Notes		Installation Notes Installed Internally 1 SPLICE REPAIRS X 1.																							
Job Tracking Order received 30 10 2023 Sold by Andy Macrae Surveyed by Chris Jewson		2 13 10 14 Print date 06 12 2023 Last modified 06 12 2023																							



View of Porch From perry Street



Typical condition of the timber frame that will be refurbished like for like

8 Methodology

The 1st phasing of the works will include the erection of an access scaffold to the exterior of the building for the access of the Dorma windows only which will enable safe working at height and can be accessed by ladder from the ground (ladder will be removed at the end of each shift and replaced at the beginning of each shift for security reasons). A partial section to the scaffold (standards only) may need to sit in the neighbouring garden of the Conservative club garden (permission from proprietors approved). All other windows will be access from the internal. Each window will be removed in sequence by careful detachment of the holding beading releasing the window units then each sash cord will be detached and fastened to the frame so as not to let the weights drop inside the boxing (any weights or sash cords in a tired condition will be replaced with new).

The box framework and the unit framework and glazing where necessary will be carefully removed and replaced with new. Once completed the framework to the units and box framing will be prepared and coated prior to reinstatement. Once dry the units will be repositioned, balanced, and rehoused using holding beading and draught excluder. The same sequence for new units to replace unrepairable windows will take place. This will follow through for the units within the building throughout the 2 phases. Once the high-level units have been completed the scaffold will be struck and removed off site.

The porch will have temporary timber supports carefully installed to the underside of the roof to the landing using 4x2 timber frame with timber shims gently tapped home so as not to force the roof upward and detach it from its bearings. The deteriorated timber will be cut out and spliced in with new like for like timber which will be prepared and coated to match the existing. Once completed the temporary supports will be removed.

9 Safety Objectives for the Project

It is the aim of the project team to eliminate or minimise risk and to prevent ill health and injury to all site, subcontractors, site visitors, site neighbours and the public.

To meet these objectives the Client will aspire to -

- Maintain zero notifiable accidents and incidents.
- Promote a safety behavioural culture promoted via communication.
- To comply with the procedures detailed within this document to achieve and maintain a safe working environment for everyone on site.
- Evaluate & measure performance against this plan through regular safety and environmental inspections.
- To eliminate or minimise risk and control the residual risks.
- Prevent ill health to all those on site through health surveillance.
- Promote proactive safety management and reduce reliance on reactive safety management.

10 Ensuring Safe Places of Work and Safe Systems of Work

To ensure the project achieves Safe Places of Work and Safe Systems of Work this document will be used as a guide for the below

This management system will be applied to the works to achieve the successful planning, organisation and resourcing of the project leading to a successful conclusion. Established health, safety and environmental procedures and documentation systems are to be employed.

These are required to be accredited to -

- 45001: 2018 Occupational Health & Safety Management Standard

This Plan details the perceived safety risks and relevant control measures particular to this project, the local authority standards and client's expectations.

11 Information, Surveys and Reports

As part of these works, several surveys are required to be undertaken prior to works starting on site these are summarised within the following table -

Survey description	Facilitator & notes	Survey description	Notes
Condition Survey	Client	Pre-start and post condition survey	To be issued prior to commencing on site

Design Installation Management

12 Pre-start Works

The Client will post notices of the Local Authority approval for renovation.

The following works will be undertaken by the Client or Subcontractor

- Preparation of a work package method statements and risk assessments. (subcontractor)
- Notification to surrounding neighbours and other parties by Notice. (Client)
- Compilation & organisation of drawings, and agreements etc. (Subcontractor)
- Organisation of sub-contract and consultant work packages.
- When required for deliveries operate a Site Traffic & Pedestrian Management Plan.
- Review of subcontractor method statements and risk assessment

13 Site Welfare

The welfare shall be set up in one of un-tenanted flats, for the duration of the works which will be a different flat on each phase.

- Toilet
- Kitchen Seating Area with hot water and a way of heating food

Notices will be provided around the perimeter of the site in advance of and throughout the course of the works. These will be used to communicate to members of the public & to ensure that all residents and commercial businesses are informed of the forthcoming work.

Vehicular access

Is Via the car parking entrance on Victoria Road



Vehicle routes in and out of Tolhurst will be via perry street and Victoria Road.

Fire safety

Prior to works commencing the client shall ensure that an adequate and robust fire briefing is carried out and that no hot works are undertaken prior an inspection.

14 Asbestos Removal Works

It is assumed that the building is free of asbestos due to its age but, on discovery works will cease until an R&D survey is completed to identify the level of risk and a management plan put in place after notification.

15 Method statement - Site establishment & preliminary works

The Client will first make sure that the perimeter is secure and that there are no unexpected and / or urgent hazards to health, safety, or the environment present on or around the site. Initial site briefings will take place prior to works for all workers.

Managing waste arisings

Arisings will be removed from the floors in rubble bags bins via the ground floor and disposed of correctly. Timbers will be tested for contaminants and taken to the correct waste facility centre.

Health and Safety

The correct PPE will be worn, Gloves Goggles boots Hi viz tops and pp3 dust masks as a Minimum.



visual guidance PPE standard

END OF METHOD STATEMENT SEQUENCE

16 Scaffolding

A full designed wrap around scaffold with roof will be erected around the structure prior to demolition works. Clear signage stating demolition works in progress, exclusion zone, no unauthorised access will be displayed around the perimeter of the exclusion zone.

All fixed scaffolding provided will be erected, altered, or dismantled by trained and experienced persons under competent supervision. All scaffolds will be designed and erected to comply with the relevant standards.

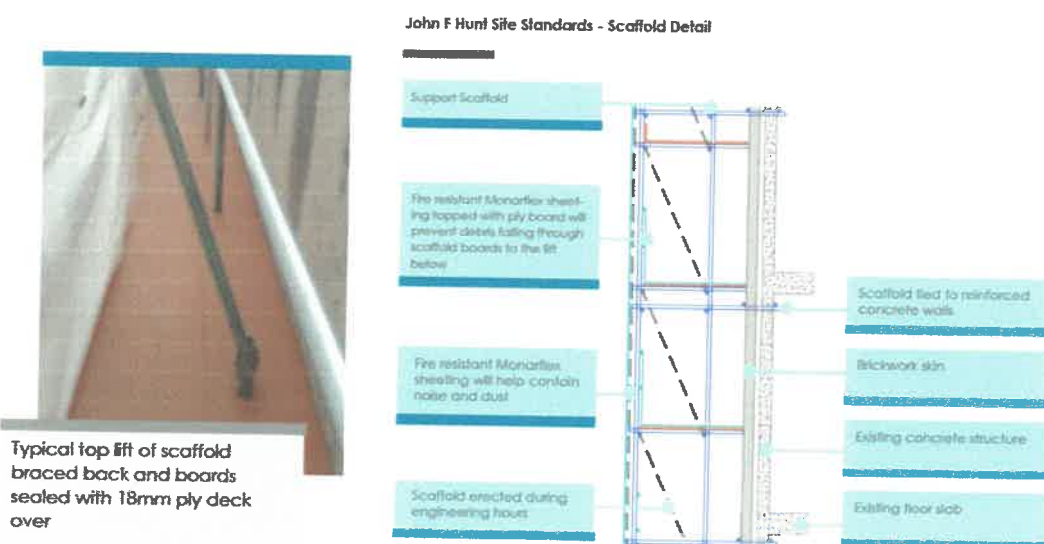
The Scaffolding Company will be required to issue a handover certificate to confirm competent installation. The handover certificate will be kept on site. From the day of handover weekly inspections will be undertaken and recorded by a competent person. Records will be maintained on site. An inspection will also be undertaken and recorded after the scaffold has been adapted or altered.

An independent scaffold will be installed as shown on the above plans and detailed on the scaffold drawings. The scaffolding will generally be based off the ground floor slabs, these areas will be prepared and levelled where necessary prior to scaffold erection. The scaffold erection at ground level will be co-ordinated within the property boundary with a possible small section (standards) sited in the neighbouring Conservative club garden (permission approved). No pavement licences required.

Page 1 of 2

The scaffolding will be erected to incorporate a safe means of access to the work face. Mona flex flame retardant sheeting will clad the scaffold providing environmental (noise and dust) protection. Fixed scaffold alarms will protect the site from unauthorised persons entering.

All scaffolding will be designed and installed in accordance with NASC TG20 Good Practice Guidance and submitted to, the City of London and client team for third party approval as required.



Mobile Towers

Mobile access systems may be used to access high level items.

All Trade Contractors bringing Mobile Scaffold Towers onto site will ensure that they are:

- Erected by a trained and competent person (PASMA)
- Erected in accordance with the manufacturers' recommendation, inspected when required and regularly maintained.

Ladders

Appropriate stepladders (non-domestic) must only be used for light work and where it is impractical to use a mobile tower. A Risk Assessment is required to demonstrate why ladders are the only alternative for the task.

17 Traffic and Pedestrian Management

Prior to commencing work on site, the designated traffic routes will be agreed for scaffold lorries and delivery lorries for loading-unloading kept to the buildings car park to avoid interaction with the public and crossing footpaths.

The designated traffic routes to and from site and to and from the originating and final locations are to be determined using the following philosophy:

- The avoidance of using residential roads for parking and use available free parking spaces behind the co-op.
- Avoiding any school starting and finishing times
- The routing to the major A roads as quickly as possible
- Avoiding routes through any residential areas

18 Waste Management

Non-Hazardous Waste Management

All non-Hazardous wastes will be removed and loaded into Tipper trucks or Roll-on-off waste bins of various capacities in the logistics / loading area adjacent to the site entrance.

Non-hazardous wastes will consist of

- Timber
- Glass

19 Plant & Equipment

All works will be carried out with the use of Small electrical and hand tools.

20 Hazard Identification and Risk Assessments

The following provides a list of the perceived risks associated with this project, and the means of mitigation to be undertaken by the Company which will be confirmed by developing site specific Risk Assessments and Method Statements –

- Working at height
- Using power tools
- Manual handling

21 Site Environmental Control Measures

Our proposals utilise the best practicable means to mitigate noise, and dust likely to affect adjacent and adjoining residential properties and shall be based on Best Practice

Potential Sensitive Receptors

Potential sensitive neighbours include:

The Northfleet Conservative club, and surrounding retail , residential properties.

The environmental impact on key stakeholders will be reduced as best as reasonably practicable utilising control measures as listed below.

Control Measures

Noise will be below 84 decibels due to all plant and tools are of small capacity.

Noise Control Measures

N/A

22 Community Relations & Liaison

Communication & liaison

The Client will ensure close & effective liaison with all surrounding commercial and residential neighbours, so they are fully aware of the current & planned work on site, how it will potentially affect them, and to ensure they have a direct route to contact the onsite Project Management team in the event of any issue or complaint arising

The local community will be kept informed of all issues relating to the demolition works which may affect them by the issue of

23 Wildlife Protection

None identified.

24 Appendices

Appendix 001 Programme.

Start dates TBC

