1.5 RESIDUAL HAZARDS & PROVISION FOR SAFE ACCESS

Introduction

All the residual hazards noted below are considered high risk. In all cases the End User is responsible for managing any health and safety risks associated with the hazards. People whose health and safety can be adversely affected by the hazards include members of the workforce and visitors to the facility.

The End User must ensure the following:

1. All members of the workforce must be fully trained, competent, and qualified for all cleaning and maintenance activities on the building. Appropriate reference must have been made to the Building Manuals and all personnel must have received an induction prior to commencing any works on site. The User of the building must ensure written method statements are prepared for specific activities and incorporated into the induction procedure.
2. Undertake risk assessments for activities, as noted above, in accordance with the Management at Work Regulations 1999 (the Management Regs).
    a. Every employer shall make a suitable and sufficient assessment of – the risks to the health and safety of his employees to which they are exposed whilst they are at work; and
    b. the risks to the health and safety of persons not in his employment arising out of or in connection with the conduct by him of his undertaking,
3. Undertake COSHH assessments for activities, as noted above, in accordance with the Control of Substances Hazardous to Health Regulations 2002 (COSHH). End Users should note:

    Using chemicals or other hazardous substances at work can put people's health at risk, so the law requires employers to control exposure to hazardous substances to prevent ill health. They have to protect both employees and others who may be exposed by complying with the Control of Substances Hazardous to Health Regulations 2002 (COSHH) (as amended).

Ensure that you are familiar with the whole of sections 1.3 and 1.8 of this manual prior to any maintenance work being carried out.

1.5.1 Structure and Fabric

Information provided by Frank Shaw Associates, the Architects

A reach pole is the preferred method of cladding and window cleaning, although MEWP access can be considered as there is 100% perimeter access to buildings. It is recommended that either a suitably sized MEWP or scaffold platform be used for maintenance access, with a MEWP being preferred. MEWP access is available from the service yards, car parks and footpaths around the buildings.

Windows are all externally beaded so access from outside via scissor lift or temporary scaffolding is required. External gaskets and beads will require removal for access to broken DGU's. A wide area of footpath has been provided adjacent to all glazed areas to allow for replacement without the need to use the service roads. Suitable exclusion zones must be in place.

Glass weights to be considered for acceptable means of handling/replacement. Beads to be reinstalled along with wedge gaskets once replaced.

The service road runs the whole perimeter of the building, therefore care needs to be taken as pedestrians and vehicles will be moving around the site, warning signs should be considered.

Subcontractor	Activity clement	Significant potential hazards	Population at risk	Design action to be taken to reduce risk
		Existing pylons and overhead HV lines are to be retained during construction and during occupation of the building	Building occupiers, site and maintenance operatives	Identify and mark out safe areas for working. Limit working height or prohibit use of cranes / hi-abs etc below lines. Provide RAMS for safeworking during works.
		Cladding and windows require periodic cleaning.	Building occupiers, site and maintenance operatives	Cladding and windows to be cleaned from ground level using a reach pole system where appropriate. MEWP access has also been allowed for. Signs to be set up to advise building occupiers that cleaning operations are in progress, especially when a MEWP is being used.
		The operation of the building requires service road access to be available to full perimeter of the building	Building occupiers, site and maintenance operatives	Identify and mark out safe areas for pedestrians.

Subcontractor	Activity clement	Significant potential hazards	Population at risk	Design action to be taken to reduce risk
		Gutters are effectively four storeys above ground level.	Building occupiers, site and maintenance operatives	Only periodic inspections are required. Extensive maintenance work will require one of the following solutions, subject to the maintenance contractor's RAMS: • Portable roof anchor • Temporary edge protection • Scaffolding

Information provided by Richard Jackson, the Civil and Structural Engineers

A reach pole is the preferred method of cladding and window cleaning, although MEWP access can be considered as there is 100% perimeter access to buildings. It is recommended that either a suitably sized MEWP or scaffold platform be used for maintenance access, with a MEWP being preferred. MEWP access is available from the service yards, car parks and footpaths around the buildings.

Windows are all externally beaded so access from outside via scissor lift or temporary scaffolding is required. External gaskets and beads will require removal for access to broken DGU's. A wide area of footpath has been provided adjacent to all glazed areas to allow for replacement without the need to use the service roads. Suitable exclusion zones must be in place.

Glass weights to be considered for acceptable means of handling/replacement. Beads to be reinstalled along with wedge gaskets once replaced.

The service road runs the whole perimeter of the building, therefore care needs to be taken as pedestrians and vehicles will be moving around the site, warning signs should be considered.

Subcontractor	Activity clement	Significant potential hazards	Population at risk	Design action to be taken to reduce risk
		Existing pylons and overhead HV lines are to be retained during construction and during occupation of the building	Building occupiers, site and maintenance operatives	Identify and mark out safe areas for working. Limit working height or prohibit use of cranes / hi-abs etc below lines. Provide RAMS for safeworking during works.
		Cladding and windows require periodic cleaning.	Building occupiers, site and maintenance operatives	Cladding and windows to be cleaned from ground level using a reach pole system where appropriate. MEWP access has also been allowed for. Signs to be set up to advise building occupiers that cleaning operations are in progress, especially when a MEWP is being used.
		The operation of the building requires service road access to be available to full perimeter of the building	Building occupiers, site and maintenance operatives	Identify and mark out safe areas for pedestrians.
		Gutters are effectively four storeys above ground level.	Building occupiers, site and maintenance operatives	Only periodic inspections are required. Extensive maintenance work will require one of the following solutions, subject to the maintenance contractor's RAMS: • Portable roof anchor • Temporary edge protection • Scaffolding

Information provided by Stertil, relating to the Industrial Doors

Any residual hazards relating to the doors are highlighted within the information sent in from the Architects and Engineers.

1.5.2 Building Services

Information provided by WM Building Services, the Mechanical Services

Mechanical Services

All floors

1. Cleaning of grilles & diffusers
2. Fall from height
3. All step ladders used to be in good condition and prolonged use to be avoided where possible.

General

1. Domestic water services
2. Legionella exposure
3. Cleaning & maintenance regime & frequencies to be followed as detailed in operation & maintenance manual
4. Regular checks to be carried out on water temperatures throughout system to ensure a minimum circulation of 55 degree Celsius
5. Ensure hot water secondary pump is properly maintained & out of operation for a minimum period of time only
6. Sterilisation of water services to be carried out annually to move and lift equipment

Information provided by Walter Miles, the Electrical Services

Activity clement	Significant potential hazards	Population at risk	Design action to be taken to reduce risk
Maintenance of high level lighting	Risk of falling objects/equipment	Contractor's operatives	Operatives advised to use safe working platforms & sectioned off area of work with clearly visible 'work in progress' type signs, where possible ensure a banksman is at ground level. Ensure no materials hang over the basket or platform of the access equipment and check kick boards are in place for towers. Do not overreach from the platform and ensure tooling is tethered where practical/possible
Removal of wall supported switchgear	Lifting Injury	Contractor's operatives	Operatives advised to follow lifting regulations & utilise mechanical lifting devices to aid in support and lifting of switch panel whilst being secured.
Installation of external CCTV column mounted	Lifting Injury/falling injury	Contractors operatives	Operatives advised to follow lifting regulations & utilise mechanical lifting devices when fitting lighting due to possible weight of items. Correct access equipment to be used to gain access to working area. Ensure the ground around the powered access equipment is firm and suitable for the weight of the machine
Testing electrical installation	Electric shocks	Contractors operatives	Ensure supplies are locked off and have a Permit to Work in place. Isolate electrical supplies following the correct procedures and ensure they are locked off and proven dead before starting works. Treat all cables and supplies as live until proven otherwise Only persons with the necessary competence, knowledge and qualifications should carry out the testing process. Warning notices to be fitted whilst testing and also afterwards to indicate.
Working near edges	Falling Injury	Maintenance Operatives	Safety rails to be provided near open edges.
Maintenance of Ceiling Void mounted equipment	Falling Injury and tools and equipment falling on occupants below	Maintenance Operatives	Operatives advised to use safe working platforms. The area below the maintenance operations must be sealed off with suitable barriers and warning notices posted

1.5.3 Site Works and Infrastructure

Information provided by Frank Shaw Associates, the Architects

The site is extensively landscaped with grass, trees, and shrubs to the whole perimeter of the development. Service yard and service roads are constructed from in-situ concrete. Roads into the developments car parking areas are finished in tarmac. Roads and footpaths to car parking and pedestrian areas are finished with block paving. There are pre-cast concrete retaining walls around the existing pylon, pedestrian building entrance and the SUD pond.

Subcontractor	Activity clement	Significant potential hazards	Population at risk	Design action to be taken to reduce risk
		The site shares a boundary with a major dual carriageway.	Building occupiers, site and maintenance operatives	Boundary to be secured by suitable fencing to prevent access by the public; to include notices. Restrictions on working adjacent to the boundary to be considered.
		The site shares a boundary with a mainline railway line.	Building occupiers, site and maintenance operatives	Boundary to be secured by suitable fencing to prevent access; to include notices. Restrictions on working adjacent to the boundary to be considered.
		Existing pylons and overhead HV lines are to be retained during construction and during occupation of the building	Building occupiers, site and maintenance operatives	Identify and mark out safe areas for working. Limit working height or prohibit use of cranes / hi-abs etc below lines. Provide RAMS for safeworking during works.
		The operation of the building requires service road access to be available to full perimeter of the building	Building occupiers, site and maintenance operatives	Identify and mark out safe areas for pedestrians.
		Permanent HV powerlines to rear service yard boundary	Building occupiers, site and maintenance operatives	Routes to be clearly marked on plans provided in log books and user manuals

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Subcontractor	Activity clement	Significant potential hazards	Population at risk	Design action to be taken to reduce risk
		Site topography requires areas of retaining walls to car park areas	Building occupiers, site and maintenance operatives	Restrictions on working adjacent to the boundary to be considered. Permanent fencing / barriers to be constructed as part of works.

Information provided by Richard Jackson, the Civil and Structural Engineers

Open suds including basin and swales. Maintenance is required to keep these working as intended, and access tracks are provided.

Information provided by WM Building Services, the Mechanical Services

NOT APPLICABLE TO MECHANICAL SERVICES

1.5.4 Demolition

Information provided by Richard Jackson, the Civil and Structural Engineers

Richard Jackson not involved in superstructure.

Please can you insert statement to support your demolition works to demonstrate you are following the below regulations:

Regulation 20 Demolition or dismantling

“The demolition or dismantling of a structure must be planned and carried out in such a manner as to prevent danger or, where it is not practicable to prevent it to reduce danger to as a low a level as is reasonably practicable”

Information provided by XXXX relating to the Structural Steel Works

Information provided by XXXX relating to the Pre Cast Concrete Walls

1.5.5 Access Statement

Information provided by Frank Shaw Associates, the Architects

Cladding and windows to be cleaned from ground level using a reach pole system where appropriate. MEWP access has also been allowed for. Signs to be set up to advise building occupiers that cleaning operations are in progress, especially when a MEWP is being used.

A suitably sized MEWP is recommended for visual inspection and fault checking of the roofs, PV panels and gutters. MEWP access is available from the service yards, car parks and footpaths around the buildings. Although a reach and wash gutter cleaner is the preferred gutter and outlet cleaning method, this is not possible due to the size of the building. Therefore, roof access should be via either a suitably sized MEWP or via the internal cat ladder and roof hatch located adjacent to the array. A specialist designed roof access fall restraint system is installed.

A scaffold platform should be used for longer duration maintenance access.

Windows are all externally beaded so access from outside via scissor lift or temporary scaffolding is required. External gaskets and beads will require removal for access to broken DGU's. A wide area of footpath has been provided adjacent to all glazed areas to allow for replacement without the need to use the service roads. Suitable exclusion zones must be in place.

Glass weights to be considered for acceptable means of handling / replacement. Beads to be reinstalled along with wedge gaskets once replaced.

In all cases any maintenance or cleaning work should be carried out by a suitably competent person with the necessary method statements to be provided prior to works commencing.

FRANK SHAW ASSOCIATES LIMITED

ARCHITECTS

ACCESS STATEMENT

Project Title
Fit Out Works // The Range // G14 // Stowmarket

Project Type
Commercial Fit Out

Client
The Range

Contractor
Winvic Construction

Contents

Description

The project includes internal alterations and fit-out works to an existing B8 distribution warehouse and its associated offices and ancillary buildings. There are also some additional works to the external areas, inc. new steps.

Sources of guidance

Advice and guidance have been sought from several current sources in the preparation of this design.

These include:

- The Approved Document Part M (2015 incorporating 2020 amendments)
- The Approved Document Part K (2013)
- Equality Act 2010

Revisions

P01	21/06/24	MJB	First Issue
P02	28/06/24	MJB	Amended to suit comments received from JMP.

Section 1 // Access to buildings other than dwellings

Level approach from the boundary of the site and car parking:	
Has the project been designed with a 'level approach' from the boundary to the principal entrance, staff entrance or alternative accessible entrance, in accordance with M1/M2 provision 1.13?	*All external paths have been designed to be a minimum of 2000mm wide. Gradients are within the allowed steepness. Footpath materials are consistent, and all routes are clearly identified and well-lit. Crossing points are provided with buff-coloured blister paving.*
Onsite car parking and setting down:	
Has the project been designed to facilitate parking in accordance with M1/M2 provisions 1.14-1.18?	*All parking bays allocated for disabled people are clearly marked out in accordance with Diagram 2. The bays are located as close as possible to the principal entrance. The parking bays are on firm level ground and are provided with 1200mm wide accessibility zones with dropped kerb access to the adjacent footpath.*
Ramped access:	
Does the project require a ramped access to be provided?	*Yes – a ramped access is required from the main car park to the principal entrance.*
Is the design in accordance with M1/M2 provision 1.26?	*The ramp is designed to a maximum gradient of 1:20 with a maximum slope length of 10m. Steps are provided as well as the ramp. The ramp is 2200mm wide between upstands. There are landings at the top and bottom of at least 1200mm in length. The intermediate landings are 2000mm long by 2200mm wide. There is a handrail and kerb on both sides.*
Do handrails to any external ramped access comply with M1/M2 provision 1.37?	*The 50mm diameter handrail is a minimum of 900mm from the surface of the ramp. The handrail extends 300mm beyond the top and bottom of the ramp. It terminates in a way to minimise the risk of clothing getting caught. The handrail projects less than 100mm into the line of the ramp and maintains a 50mm gap to the wall.*

Stepped access:	
Does the project require a stepped access to be provided?	*Yes – a stepped access is required from the main car park to the principal entrance.*
Is the design in accordance with M1/M2 provision 1.33?	*A level landing is provided to the top and bottom of at least 1200mm in length. The unobstructed landing is a minimum of 1200mm long. Corduroy hazard paving is incorporated to the top and bottom of each flight. There are no single steps and no flights of more than twelve risers. Contrasting non-slip nosings are provided to each step. Goings are 300mm and risers are between 150mm and 170mm. The risers are not open and additional handrails are provided to the centre where the stair width is greater than 1800mm.*
Do handrails to external stepped access comply with M1/M2 provision 1.37?	*The 50mm diameter handrail is a minimum of 900mm from the surface of the steps. The handrail extends 300mm beyond the top and bottom of the stairs. It terminates in a way to minimise the risk of clothing getting caught. The handrail projects less than 100mm into the line of the stairs and maintains a 50mm gap to the wall.*
Hazards on access routes:	
Are there any hazards on the main access routes?	*No.*
If so, do they comply with M1/M2 provision 1.39?	

Section 2 // Access into buildings other than dwellings

Accessible entrances:	
Does the accessible entrance comply with M1/M2 provision 2.7?	*The entrance is clearly identified. There are no structural supports that present a hazard. There is a clear 1500mm x 1500mm level landing in front of the doors. The doors are automatic sliding doors with flush thresholds. The floor finishes internally do not impede movement of wheelchairs and the mat well is flush with the surrounding floor finish.*
Doors to accessible entrances:	
Do the accessible entrance doors comply with M1/M2 provision 2.13?	*The principal/accessible entrance doors are automatic opening and provide an effective clear width well in excess of 800mm.*
Manually operated non-powered entrance doors:	
Does the project include any manually operated entrance doors?	*Yes – manual doors are only provided to staff/driver access doors.*
Do the manually operated entrance doors comply with M1/M2 provision 2.17?	*The opening force is less than 30N and there is an unobstructed 300mm adjacent to the pull side of the door. All door furniture contrasts with the main body of the door.*
Powered entrance doors:	
Does the project include any powered entrance doors?	*Yes – an automatic powered sliding door is provided to the principal entrance.*
Do the powered entrance doors comply with M1/M2 provision 2.21?	*The doors are controlled via an appropriately set motion sensor. They include a safety stop and fail-safe to open.*
Glazed entrance doors and screens:	
Does the project include any glazed entrance doors and screens?	*Yes – to the principal entrance.*
Do the proposed glazed entrance door and screens comply with M1/M2 provision 2.24?	*The doors and screens are designed strictly in accordance with Section 7 of Approved Document K.*

Entrance lobbies:	
Do the entrance lobbies comply with M1/M2 provision 2.29?	*The entrance lobby does not create distracting reflections and floor finishes do not impede the movement of wheelchairs. The floor surface is level throughout and designed to remove rainwater from shoes and wheelchairs. There are no projections into the lobby area that require guarding.*

Section 3 // Horizontal and vertical circulation in buildings other than dwellings

Entrance hall and reception area:	
Do any entrance hall or reception areas comply with M1/M2 provision 3.6?	*The reception point is located away from the principal entrance but in a location where it is visible. The reception area is easily identifiable and access to it is free from obstructions. There is clear manoeuvring space around the reception desk is at least 1400mm deep and 2200mm wide. The desk has a lower section of 1500mm wide by 760mm high. The floor surface is slip-resistant.*
Internal doors:	
Do the internal doors comply with M1/M2 provision 3.10?	*The opening force of all internal doors is less than 30N and the effective clear widths are in accordance with Table 2 and Diagram 9. There is an unobstructed 300mm on the pull side of the doors. Where the doors have latches, the door furniture can be operated with one hand using a closed fist. All door furniture contrasts with the surface of the door. The door frames contrast with the surrounding walls. Vision panels are provided where practical and comply with the visibility zones. Manifestation is provided to glazed doors. Door closers are provided to fire doors.*
Corridors and passageways:	
Do the corridors and passageways comply with M1/M2 provision 3.14?	*All corridors are more than 1200mm wide. The floors are all level. Doors do not open into main circulation routes. The wider leaf on unequal width doors is on the same of the corridor. No floor finishes that could be mistaken as steps are used. Floor finishes are slip-resistant. There are no glazed screens alongside a corridor.*
Internal lobbies:	
Do any internal lobbies comply with M1/M2 provision 3.16?	*All internal lobbies are in accordance with Diagram 10. Glazing within the lobby does not create distracting reflections. Junctions between floor finishes are kept to a minimum and do not create trip hazards. There are no projections that require protection.*

Provision of lifting devices:	
Does the project include any lifting devices?	*Yes – the main office includes a passenger lift.*
Do the provided lifting devices comply with M1/M2 provision 3.24?	*A passenger lift is provided to serve the first floor of the main office only. There is no lift provided to the second floor of the main office or the distribution offices as the client has confirmed that these areas by their nature are unlikely to be accessed by non-able-bodied staff, e.g. HGV drivers and maintenance operatives.*
General requirements for lifting devices:	
Do the provided lifting devices comply with M1/M2 provision 3.28?	*There is an unobstructed manoeuvring space of 1500mm x 1500mm in front of each lift. The landing buttons are located within 900-1100mm of the floor and 500mm away from a return wall. The landing call buttons are suitable for tactile reading and contrast with the surrounding walls. The floor of the lift does not have a dark finish. A handrail is provided to at least one wall of the lift. An emergency communication system is fitted.*
Passenger lifts:	
Does the project include any passenger lifts?	*Yes – to the main office.*
Do the provided passenger lifts comply with M1/M2 provision 3.34?	*The lift complies with the current and relevant British Standards. The internal dimensions of the lift car are 1100mm wide and 1400mm deep. A mirror is provided. Horizontal sliding doors with a minimum effective clear width of 800mm. Car controls are positioned 1100mm from the car floor. The landing buttons are located within 900-1100mm of the floor and 500mm away from a return wall. Lift car doors are visually distinguishable from surrounding walls. There are no areas of glazing. Audible and visual indication of lift arrival and location is provided to the lift car and lift lobbies.*

Lifting platforms:	
Does the project include any lifting platforms?	*No.*
Do the provided lifting platforms comply with M1/M2 provision 3.43?	
Wheelchair platform stairlifts:	
Does the project include any wheelchair platform stairlifts?	*No.*
Do any provided wheelchair platform stairlifts comply with M1/M2 provision 3.49?	
Internal stairs:	
Does the project include any internal stairs?	*Yes – to the main office, distribution offices and mezzanine areas.*
Do the provided internal stairs comply with M1/M2 provision 3.51?	*All stairs comply with Section 1 of Approved Document K.*
Do the handrails to internal stairs comply with M1/M2 provision 3.55?	*All stairs comply with Sections 1-3 of Approved Document K.*
Internal ramps:	
Does the project include any internal ramps?	*No.*
Do the provided internal ramps comply with M1/M2 provision 3.51?	
Do the handrails to internal ramps comply with M1/M2 provision 3.55?	

Section 4 // Facilities in buildings other than dwellings

Audience and spectator facilities:	
Does the project include any audience or spectator facilities?	*No.*
Do the audience and spectator facilities comply with M1 provision 4.12?	
Refreshment facilities:	
Does the project include any refreshment facilities?	*Yes.*
Do the refreshment facilities comply with M1 provision 4.16?	*Following discussion and allowing for the likelihood of a wheelchair bound user being employed due to the nature of the business all refreshment facilities are standard facilities. In the event that there are wheelchair bound visitors these will be served as required, as will all visitors.* *In the event that the Client employs wheelchair bound staff it is acknowledged that adaptation of the existing facilities may be required. As access to the distribution offices is not possible due to no lift being provided, space has been left adjacent to the kitchenette in the main office to extend/alter as required.*
Sleeping accommodation:	
Does the project include any sleeping accommodations?	*No.*
Does the sleeping accommodation comply with M1 provision 4.24?	

Switches, outlets, and controls:	
Do the provided switches, outlets and controls comply with M1 provision 4.30?	*Wall-mounted socket outlets etc are located between 400mm and 1000mm above the floor. Switches for wired appliances are located between 400mm and 1200mm unless needed at a higher level for specific use. Pull cords (with bangles) for emergency alarms are coloured red. Socket locations are consistent wherever possible. Switch controls do not require two hands to operate. Switched sockets indicate when they are on. Mains and circuit isolator switches clearly indicate when they are on/off. Front plates contrast visually with their surroundings.*
Aids to communication:	
Does the project include any aids to communication?	*No.*
Do the aids to communication comply with M1 provision 4.36?	

Section 5 // Sanitary accommodation in buildings other than dwellings

Sanitary accommodation generally:	
Does the sanitary accommodation comply with M1/M3 provisions 5.4?	*Washbasin taps are lever action. Doors have light-operation privacy bolts and an opening force of not more than 30N. Doors have emergency release mechanisms. Doors when open do not obstruct escape routes. Fire alarms omit visual and audible signals. Heat emitters have a surface temperature of less than 43°C. The surface finishes and grab bars contrast visually with the wall and floor finishes.*
Provision of toilet accommodation:	
Does the provision of toilet accommodation comply with M1/M3 provision 5.7?	*One wheelchair-accessible unisex toilet is provided wherever there are sanitary facilities. An ambulant WC cubicle is provided in all facilities.*
Wheelchair accessible unisex toilets:	
Does the project include any wheelchair-accessible unisex toilets?	*Yes.*
Do the wheelchair-accessible unisex toilets comply with M1/M3 provision 5.10?	*There is a facility provided off the reception area and does not compromise the privacy of the user. They are provided in similar locations on each floor of the main office and on the ground floor of the distribution offices. A choice of layouts is provided. They are located on accessible routes clear of obstructions. Doors open outwards and have closing bars fitted internally. No wheelchair user must travel more than 40m within the office spaces to access a facility. The internal dimensions, support rails and other internal requirements are strictly in accordance with Diagram 18.*
Toilets in separate sex washrooms:	
Does the project include any toilets in separate sex washrooms?	*Yes*
Do the toilets in separate sex washrooms comply with M1/M3 provision 5.14?	*There is a minimum of 450mm diameter manoeuvring space in each cubicle. The ambulant WC cubicle meets the dimensional requirements of Diagram 21. The required grab rails and closing bars are fitted.*

Wheelchair accessible changing and showering facilities:	
Does the project include any wheelchair-accessible changing and showering facilities?	*Yes*
Do the wheelchair-accessible changing and showering facilities comply with M1/M3 provision 5.18?	*There is a shower facility incorporating a WC provided off the main locker room. The internal arrangement and dimensions of the shower facility incorporating a WC comply with Diagram 24.*
Wheelchair accessible bathrooms:	
Does the project include any wheelchair-accessible bathrooms?	*No*
Do the wheelchair-accessible changing and showering facilities comply with M1/M3 provision 5.21?	

1.5.6 Any Hazards Associated with Materials Used

GENERAL

THE HAZARDOUS WASTE (ENGLAND & WALES) REGULATIONS 2005, AS AMENDED

If the premises produces 500kg or more of hazardous waste each year it must register with the Environment Agency. Registration is annual so every 12 months the premises must renew its registration if it expects to produce that amount of hazardous waste.

Examples of the wastes now classified as hazardous include:

- Fluorescent tubes and Energy Saving Lamps (compact fluorescents)
- Sodium & Mercury Lamps
- Televisions/Computer Monitors/Laptops
- Batteries

The Environment Agency provides a 'Guidance for Small Business – HWR01A' which details the assessment procedure for determining special waste and disposal procedures, and information on relevant legislation.

THE WASTE ELECTRICAL & ELECTRONIC EQUIPMENT (WEEE) REGULATIONS 2013

The Waste Electrical & Electronic Equipment (WEEE) Regulations aim to reduce the environmental impacts of electrical and electronic equipment (EEE) when it reaches the end of its life.

If equipment was bought after 13 August 2005, the waste is known as 'non-historic WEE'. A bar underneath the crossed-out wheeled bin symbol indicates that the WEEE is non-historic. The EEE producer is responsible for financing the treatment, reprocessing and disposal of the equipment unless both parties agree to an alternative arrangement. If the premises agrees with a producer to make its own arrangements to deal with WEEE, the premises must make sure it is treated, recycled, recovered and disposed of correctly. If the premises rents or leases EEE, the organisation that provides the equipment will normally be responsible for disposing of it.

When new EEE is purchased, the WEEE registration number of the equipment producer should be kept. This is then used to contact the producer when the premises needs to dispose of the products. The producer's compliance scheme is responsible for the WEEE. The original producer can provide the information on the take-back system available. The EEE suppliers and retailers can dispose of business WEEE, but they may charge for this service.

The following items should be noted:

Chemical Water Treatment

Chemical treatment to the water systems has been provided. Reference to the relevant COSHH data sheets (contained in the building Health & Safety File) should be made before commencing any work on treated systems. When draining down treated systems, the water/chemical mix should never be disposed of by tipping away into drains etc. Under the Environmental Protection Act 1990, all water treatment chemical waste must only be transferred to someone authorised to carry or manage waste – known as an authorised person. Authorised persons include:

- Registered or exempt waste carriers – these must be registered with the Environmental Agency as a waste carrier under the Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations 1991.
- Local Authorities – the Local Authority may or may not have facilities for waste chemical disposal. Please contact the Local Authority for further details.
- Licensed waste managers – these must have a Waste Management License. Failure to comply with this requirement can result in a fine and/or imprisonment.

Batteries

Many batteries are now categorised as hazardous waste and must not be disposed of in the general waste skips and bins. These include lead-acid, Ni-Cd batteries and batteries containing mercury. Spent batteries must either be returned to the stockist, handed in separately at a Local Authority Amenity Site or taken to a licensed 'spent battery' dealer.

Capacitors

Capacitors for power factor correction may be of two types:

Dry Film, using metalised polypropylene film. These contain no materials likely to be of harm to the environment.

Impregnated Type, using paper as a dielectric, and having chlorinated diphenol impregnate (i.e. Aroclor). Chlorinated diphenols constitute a serious environmental hazard and special precautions must be taken when disposing of capacitors in which this substance is to be used. The law required that only officially approved plant may be employed. Disposal by any other method is a punishable offence.

Lighting Products

WARNING: lamp disposal can damage your health & should comply with COSHH regulations. fluorescent tubes contain mercury, cadmium & lead, all recognised as very toxic metals. They can be very harmful to health, even in small quantities that can hardly be measured. They also easily & rapidly pollute water courses & the environment in general unless disposed of correctly.

Hazardous substances can be released when some lamp types are broken and the following general recommendations are made for dealing with broken lamps.

Lamps and control gear heat up when they operate and can become too hot to touch. Switch off and allow time to cool down.

Contact your local authority to determine how and where fluorescent tubes and batteries can be disposed of carefully, safely and within the COSHH Regulations. Fluorescent or sodium lighting is now considered a producer of hazardous waste and must be disposed of by a specialist company.

Accidental Breakage of a Lamp

In the event of an accidental breakage of a lamp, normal good housekeeping is required; care being necessary to prevent injury from broken glass. For fluorescent lamps the generation and inhalation of airborne dust should be avoided, when cleaning up for low-pressure sodium lamps avoid skin and eye contamination with debris and prevent exposure to moisture.

Prevent rain, snow, water or moisture coming into contact with lamps as this may cause the lamp to shatter. Quartz jacketed lamps (e.g. tungsten halogen, MBIL, SON-TD) touched by bare hands may shatter in service. If touched, wipe the lamp with a clean cloth soaked in surgical or methylated spirit. Lamps sometimes shatter on failure, therefore, ensure that luminaire enclosures are always in place and in good order.

Controlled Lamp Breakage

When lamps have been removed from service the principal physical hazard is broken glass. Placing them in the packaging provided with the new lamps is one way of protecting them from accidental breakage or scratching, which could lead to glass fracture and possible flying fragments.

Crushing of lamps is considered by the Environmental Agency to be a waste management activity and will require the appropriate permit and compliance with the pertinent health and safety legislation.

Fire Risk

There is sufficient sodium in Low Pressure Sodium (SOX) lamps to burst into flames when the sodium comes into contact with water. Also, the lamps are easily shattered and can expose the sodium unintentionally.

The ballasts in fluorescent luminaires with faulty starter switches or failed lamps can run very hot. Disconnect any faulty luminaires immediately and follow up with corrective action.

Ensure that the wattage of all replacement lamps does not exceed that of the lamps first installed under this contract (to prevent over heating of the luminaires and overloading of the associated electrical circuits).

Ultra-Violet Radiation

Mercury and metal halide lamps emit UV radiation; special glass is used in enclosed luminaires and the lamp envelope to shield the UV radiation. The radiation level increases if the lamp glass envelope is punctured. Any such lamps must not be operated and must be replaced immediately. Any luminaires with damaged or broken glass enclosures must be immediately taken out of service and the glass replaced (with glass of the correct type).

Information provided by Frank Shaw Associates, the Architects

No hazardous materials have been specified on this project. No contamination had to be dealt with as part of the fit out works.

Information provided by Richard Jackson, the Civil and Structural Engineers

Richard Jackson have not specified any materials known to be hazardous within the works.

DESIGNER RISK ASSESSMENT

JOB	Plot 4000, Gateway 14	JOB NUMBER	21067
		SHEET NUMBER	1 of 1
CLIENT	Jaynic Property Group	DATE	3 January 2024

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FRANK SHAW ASSOCIATES LIMITED
ARCHITECTS

REF NO	ACTIVITY / ELEMENT	STAGE	DESCRIPTION OF ABNORMAL HAZARD	PERSONS AT RISK	RISK RATING L	S	R	ACTION AT DESIGN STAGE TO REDUCE / MITIGATE RISK	ACTION TAKEN BY	DESIGN ASSUMPTIONS / POSSIBLE CONTROL OPTIONS	RESIDUAL RISK YES / NO
1	Site location	C/D/U	The site shares a boundary with a major dual carriageway.	Public, building occupiers and site operatives	1	2	2	Not applicable.	Contractors	Boundary to be secured by suitable temporary fencing to prevent access by the public; to include notices. Restrictions on working adjacent to the boundary to be considered. Consideration to be given with regards to safe operative and delivery vehicle access and egress.	Yes
2	Site location	C/D/U	The site shares a boundary with a mainline railway line.	Building occupiers, site and maintenance operatives	1	2	2	Not applicable.	Contractors	Boundary to be secured by suitable temporary fencing to prevent access; to include notices. Restrictions on working adjacent to the boundary to be considered.	Yes
3	Gutter cleaning	M	Gutters are effectively four storeys above ground level.	Maintenance operatives, building occupiers	1	1	1	Multiple roof access points are provided with access via internal cat ladder. A fall restraint system is provided.	Architect	Only periodic inspections are required. Extensive maintenance work will require one of the following solutions, subject to the maintenance contractor's RAMS: • Portable roof anchor • Temporary edge protection • Scaffolding	Yes
4	Cleaning	M	Cladding and windows require periodic cleaning.	Maintenance operatives, building occupiers	1	1	1	Access routes identified.	Architect, civil engineer	Cladding and windows to be cleaned from ground level using a reach pole system where appropriate. MEWP access has also been allowed for. Signs to be set up to advise building occupiers that cleaning operations are in progress, especially when a MEWP is being used.	Yes
5	Roof access	M	Roof access is required for periodic inspection and minor maintenance of PV panels.	Maintenance operatives	1	3	3	Multiple roof access points are provided with access via internal cat ladder. A fall restraint system is provided.	Architect	Only periodic inspections are required. Extensive maintenance work will require one of the following solutions, subject to the maintenance contractor's RAMS: • Portable roof anchor • Temporary edge protection • Scaffolding	Yes
7	Above ground HV power lines	C/D/M/U	Existing pylons and overhead HV lines are to be retained during construction and during occupation of the building.	Maintenance operatives, building occupiers	1	3	3	Building is located away from overhead lines, but construction works to external areas are required under lines. Car parking and pedestrian access routes use area below lines.	Architect, civil engineer, contractors	Identify and mark out safe areas for working. Limit working height or prohibit use of cranes / hi-abs etc below lines. Provide RAMS for safeworking during works.	Yes
10	HV power lines	M/U	Permanent HV powerlines to rear service yard boundary	Users and maintenance operatives	1	3	3	Located away from accessed areas	Civil engineer, electrical engineer	Routes to be clearly marked on plans provided in log books and user manuals	Yes

KEY	L = LIKELIHOOD (LOW 1 / MEDIUM 2 / HIGH 3)	S = SEVERITY (LOW 1 / MEDIUM 2 / HIGH 3)	R = RISK (LOW 1 - HIGH 9)	(L x S = R)	STAGE = (**C**) CONSTRUCTION / (**D**) DEMOLITION / (**M**) MAINTENANCE / (**U**) USE

FRANK SHAW ASSOCIATES LIMITED ARCHITECTS

CLEANING AND MAINTENANCE STRATEGY

PROJECT TITLE:

Plot 4000, Gateway 14, Stowmarket

PROJECT DESCRIPTION:

New Build Distribution Centre with associated office, recycling centre and landscaping

CLIENT:

Jaynic

CONTRACTOR:

Winvic Construction

DOCUMENT REVISION:

P01:	First Issue	MJB	27/02/2023
P02:	Updated to suit PD comments	MJB	21/03/2023
P03:	Updated to suit comments	MJB	24/03/2023
P04:	Updated to suit PD comments	MJB	31/03/2023
C01:	Construction Issue	MJB	15/05/2023
C02:	Attenuation Tank added	MJB	23/06/2023
C03:	M&E information added	MJB	05/07/2023
C04:	M&E information updated	MJB	04/08/2023
R01:	RECORD ISSUE	MJB	02/11/2023

FRANK SHAW ASSOCIATES LIMITED ARCHITECTS

CONTENTS

1 INTRODUCTION

This document provides a general description of the access strategy for general inspection, maintenance and cleaning of the proposed base build buildings on Plot 4000, Gateway 14 in Stowmarket for Jaynic and is in line with the requirements of Regulation 9 of CDM 2015.

Regulation 9 of CDM 2015 requires designers to: 'eliminate, so far as is reasonably practicable, foreseeable risks to the health or safety of any person … (b) maintaining or cleaning a structure.'

CDM 2015 Regulation 9 also notes that: 'If it is not possible to eliminate these risks, the designer must, so far as is reasonably practicable (a) take steps to reduce or, if that is not possible, control the risks through the subsequent design process; (b) provide information about those risks to the principal designer; (c) ensure appropriate information is included in the health and safety file.'

This strategy does not exclude methods (by virtue of omission) of cleaning and maintenance considered appropriate by specialist contractors that conform to all relevant health and safety legislation.

This strategy in relation to access for maintenance covers areas including:

- Strategies for access to and maintenance of the fabric of the building, including façades, windows and roofs.
- Strategies for building maintenance and the replacement of internal elements.
- MEP plant and equipment.

Whilst the architects, design team and the developer have set out the key strategies as developed at design stage, the owner and their management team will be responsible for ongoing review of these strategies in relation to the building in use and adapting them where necessary.

This strategy does not exclude others from their responsibilities in relation to best practice and use of safe methods in the care and maintenance of the building and should be read in due course in conjunction with the Operations & Maintenance manuals associated with the various trades and suppliers where specified or proposed.

2 RESIDUAL RISKS

For Residual Risks please refer to relevant designers Residual Risk Registers which can be found in the O&M Manuals.

3 TRAINING

Specialist training will be required for the following:

- Harness and Mansafe system for maintenance access to the roof – to be provided by installer / sub-contractor and included in the Health and Safety Manual.
- Emergency Plan to be completed by the building occupier on completion of the fit out of the building.

4 MAIN WAREHOUSE CLEANING AND MAINTENANCE STRATEGY

To be read in conjunction with Maintenance Strategy (P22036-FSA-EW-SI-DR-A-0305).

4.1 EXTERNAL

a. Cladding and window cleaning and maintenance

A reach pole is the preferred method of cladding and window cleaning, although MEWP access can be considered as there is 100% perimeter access to buildings. It is recommended that either a suitably sized MEWP or scaffold platform be used for maintenance access, with a MEWP being preferred. MEWP access is available from the service yards, car parks and footpaths around the buildings.

Care needs to be taken as pedestrians and vehicles will be moving around the site, warning signs should be considered.

b. Glazing replacement

Windows are all externally beaded so access from outside via scissor lift or temporary scaffolding is required. External gaskets and beads will require removal for access to broken DGU's. A wide area of footpath has been provided adjacent to all glazed areas to allow for replacement without the need to use the service roads. Suitable exclusion zones must be in place.,

Glass weights to be considered for acceptable means of handling/replacement. Beads to be reinstalled along with wedge gaskets once replaced.

Any work should be carried out by a suitably competent person with the necessary method statements to be provided prior to works commencing.

c. Entrance canopy cleaning and maintenance

A reach pole is the preferred method of cleaning. It is recommended that a suitably sized scaffold platform be used for maintenance access.

d. Cycle Shelter cleaning and maintenance

A reach pole is the preferred method of cleaning.

e. Gatehouse cleaning and maintenance

A pedestrian path is provided to the gatehouse from the service yard. The suggested pedestrian route is indicated on the Maintenance Strategy drawing.

A reach pole is the preferred method of cleaning from the island surrounding the gatehouse.

f. Roof access generally

The following assumptions have been made with regards the requirements for roof access:-

- Repair and maintenance under part K is controlled under CDM.
- Where infrequent maintenance on a roof is required, this is not a storey under part B2, therefore means of escape is not controlled.
- PV maintenance and gutter clearance is not plant where frequent access is required i.e. this will be every 6 months or more.
- There will be no further MEP equipment than that noted above located on the roofs within the base build phase of the project.
- A MEWP and scissor lift will access all elevations of the building for visual inspections.
- A CAT ladder and hatch is provided adjacent to the PV array to allow access to the roof. It is assumed that primary access would be provided by the CAT ladder and hatch whilst an appropriately sized scissor lift provides the alternative escape route.

g. Gutter and rainwater outlet cleaning and maintenance

The roof has both outboard gutters and valley gutters. The rainwater is syphonic with internal primary and secondary pipework. Tell tales are included in the external soffits to highlight any issues with blockages.

A suitably sized MEWP is recommended for visual inspection and fault checking. MEWP access is available from the service yards, car parks and footpaths around the buildings.

Although a reach and wash gutter cleaner is the preferred gutter and outlet cleaning method, this is not possible due to the size of the building. Therefore, roof access should be via either a suitably sized MEWP or via the internal cat ladder and roof hatch located adjacent to the array. A specialist designed roof access fall restraint system will be installed.

A scaffold platform should be used for longer duration maintenance access.

Care needs to be taken as pedestrians and vehicles could be moving around the site, warning signs should be considered.

h. Roof / PV Panel maintenance

Roof access has been provided via an internal cat ladder and roof hatch located adjacent to the array. A specialist designed roof access fall restraint system will be installed.

A scaffold platform should be used for longer duration maintenance access.

Care needs to be taken as pedestrians and vehicles could be moving around the site, warning signs should be considered.

4.2 INTERNAL

a. Offices

It is recommended that a mobile scaffold tower be used for maintenance works access / decoration works at high level within the offices.

The stair core cappings are generally to be considered “no access” with only minimal intermittent maintenance access required. Access to the cappings should not be undertaken without the erection of temporary scaffolding, temporary edge protection and roof protection boards.

Internally, all windows can be cleaned using a ‘Reach and Vac System’ or, if appropriate, by erecting a mobile scaffold tower.

Provision for a passenger lift has been provided (shaft only) as part of the base build of the building. Future installation / maintenance / servicing should be carried out by a suitably competent person with the necessary method statements to be provided prior to works commencing.

b. Warehouse

It is recommended that either a suitably sized scissor lift or scaffold platform be used for maintenance access at high level within the warehouse, with a scissor lift being preferred. Load spreaders, outriggers and floor protection are to be utilized as required and in accordance with equipment supplier’s recommendations.

Care needs to be taken as pedestrians and vehicles could be moving around the building and access could be obstructed by racking and equipment, warning signs should be considered.

c. Materials requiring particular precautions

None known.

5 RRU CLEANING AND MAINTENANCE STRATEGY

To be read in conjunction with Maintenance Strategy (P22036-FSA-EW-SI-DR-A-0305).

5.1 EXTERNAL

a. Cladding cleaning and maintenance

A reach pole is the preferred method of cladding cleaning, although MEWP access can be considered as there is 100% perimeter access to buildings. It is recommended that either a suitably sized MEWP or scaffold platform be used for maintenance access. MEWP access is available from the service yards, car parks and footpaths around the buildings.

Care needs to be taken as pedestrians and vehicles will be moving around the site, warning signs should be considered.

b. Roof access generally

The following assumptions have been made with regards the requirements for roof access:-

- Repair and maintenance under part K is controlled under CDM.
- Where infrequent maintenance on a roof is required, this is not a storey under part B2, therefore means of escape is not controlled.
- Gutter clearance is not plant where frequent access is required i.e. this will be every 6 months or more.
- There will be no further MEP equipment than that noted above located on the roofs within the base build phase of the project.
- A MEWP and scissor lift will access yard side elevations of the building for visual inspections.
- A specialist designed roof access fall restraint system will be installed.

c. Gutter and rainwater outlet cleaning and maintenance

The roof has outboard gutters. The rainwater is dealt with via a traditional gravity system with external pipework. Tell tales are included in the external soffits to highlight any issues with blockages.

A suitably sized MEWP is recommended for visual inspection and fault checking. MEWP access is available from the service yards, car parks and footpaths around the buildings.

A reach and wash gutter cleaner is the preferred gutter and outlet cleaning method.

A scaffold platform should be used for longer duration maintenance access.

Care needs to be taken as pedestrians and vehicles could be moving around the site, warning signs should be considered.

d. Roof

A suitably sized MEWP is recommended for visual inspection and fault checking. MEWP access is available from the service yards, car parks and footpaths around the buildings. A scaffold platform should be used for longer duration maintenance access.

Care needs to be taken as pedestrians and vehicles could be moving around the site, warning signs should be considered.

5.2 INTERNAL

a. Warehouse

It is recommended that either a suitably sized MEWP or scaffold platform be used for maintenance access at high level within the warehouse, with a MEWP being preferred. Load spreaders, outriggers and floor protection are to be utilized as required and in accordance with equipment supplier's recommendations.

Care needs to be taken as pedestrians and vehicles could be moving around the building and access could be obstructed by racking and equipment, warning signs should be considered.

b. Materials requiring particular precautions

None known.

6 FIRE TENDER ACCESS

To be read in conjunction with Site Wide Fire Strategy (P22036-FSA-EW-SI-DR-A-0303).

Fire Tender access and Hydrant locations are indicated on the drawing, together with the location of the pylon and the overhead power line clearance zone.

Isolation points for incoming services (water and electricity) are identified on the MEP drawings which are included with in the Health and Safety File / O&M Manual.

7 WORKING AT HEIGHT

Where MEWP / scissor lift access is provided, the vehicles listed below will provide sufficient elevation and reach for specific parts of the building. Please read in conjunction with the Access and Maintenance Strategy Plan and Appendix A.

- MEWP type 1: Genie Z-60 (hybrid) self-propelled articulated boom to unit perimeter to gain access to elevations as required.
- Scissor lift type 1: Skyjack 9250x (diesel) scissor lift to unit perimeter to provide egress to roof areas.
- Scissor lift type 2: Holland Lift 165-12 -18.5m (electric) scissor lift to provide a safe working platform within the warehouse

8 REFUSE VEHICLES

General waste management for the building is via the service access road through the service yard to the Refuse and Recycling Centre located at the rear of the site.

9 VEHICLE AND PEDESTRIAN ACCESS

Refer to Appendix B.

10 EXTERNAL SERVICES AND STRUCTURES

a. Mechanical, Electrical and Public Health

For description of access to elements requiring unusual access within the infrastructure and requiring frequent inspection, cleaning or maintenance. (i.e. tanks, sewers, chambers, inspection pits, pumping stations, CCTV etc.) refer to the O&M Manual for specific operational directions of any access equipment provided. Refer to Appendix H for details of frequency of required cleaning, inspection or maintenance - to be confirmed by the occupiers Facility Maintenance Strategy.

b. Service Isolation Points and Fire Alarm

Please refer to WM Building Services (WMBS) and Walter Miles Electrical Engineers Engineers (WMEE) drawings.

Points of LV Isolation

- Main LV panel Ref LV1 – Location: Warehouse Gridline 20/C
- Main LV panel Ref LV2 – Location: Warehouse Gridline 22/K
- Main LV panel Ref LV3 – Location: External GRP in Car park
- Office Sub Panel DB14 – Location: Office Plant Deck
- HV - Location: Boundary HV switchgear

(HV isolation will require coordination with the building occupier and the utility company as isolation must only be carried out by qualified and authorised HV SAP)

See WMEE drawings: P22036-WME-EW-SI-DR-E-0502, P22036-WME-ZZ-00-DR E-0202, P22036-WME-ZZ-00-DR E-0203 for locations of LV panels and transformers. Location details can also be found in Section 1 of the O&M Manual.

Fire Alarm

- Category L1/P1 to office areas
- Category M to warehouse
- Main fire alarm panel located in Main Office Entrance Lobby adjacent to main staircase. Power supply for fire alarm panel from LV1
- See WMEE drawing P22036-WME-ZZ-ZZ-DR E-0300 for main fire alarm panel location.

c. Drainage Cleaning Strategy

The redundancy in the drainage system could be utilised for storage and the system is alarmed and the site is managed. Alarms are positioned locally to the pumps. There is easy access for a pump to clear the waste via any manhole, any internal above ground drainage location or external rodding eye location. A pump could also be used in the above locations as alternative provision during a component failure etc.

All drainage locations can be found on Richard Jackson Limited drawings P22036-RJL-XX-XX-DR-C-0015 and P22036-RJL-XX-XX-DR-C-0016.

d. Drainage Pump Maintenance Strategy

The pumps are below ground in precast chambers. They are installed / removed by sliding them up / down guiderails from the top access opening and they self-seal on autocouplings bolted into the chamber base. They are fitted with lifting chains, which are secured at the access opening on hook brackets. The pumps and level controls are wired back through a duct to local control kiosks.

Maintenance is recommended to be carried out by the installer twice yearly.

e. Service Yard Joint Maintenance Strategy

The joints to the service yards and roads are to be inspected on an annual basis and if necessary resealed.

f. Attenuation Tank Maintenance Strategy

At a minimum, the manufacturer recommends annual inspections. Initially, the system should be inspected every 6 months for the first year of operation. For subsequent years, the inspection should be adjusted based upon previous observation of sediment deposition. The system incorporates a combination of standard manholes and strategically located inspection ports. The inspection ports allow for easy access to the system from the surface, eliminating the need to perform a confined space entry for inspection purposes.

If maintenance is required then a specialist sub-contractor should be appointed who has the relevant training and risk assessment for work in confined spaces. The manufacturer has supplied all relevant documents which have been included in the O&M Manuals.

11 MECHANICAL SERVICES

a. Removal of condensing unit from main office plant deck

1. Isolate all electrical supplies to plant and equipment.
2. Pump down and reclaim R410a refrigerant gas from the system.
3. Disconnect refrigeration pipework & electrical cabling from unit.
4. Use pallet truck to move condensing units to lifting area – maximum section 1.24m long x 0.74m wide x 1.86m high with a weight of 289 kg.
5. There are 2No pallet lift locations on the plant deck that will provide a 1.75m clear opening equipment to be loaded by pallet truck to front of nearest loading bay.
6. Bring in specialist company with suitable forklift to allow forks to reach second floor.
7. Forklift route to be planned and segregation provided from level access doors to the lifting location.
8. Area around loading bay and lift area to be segregated and warning signs erected to avoid entry into the lift zone by unauthorised persons.
9. Extend forks into pallet gas and remove condensing units to ground level.
10. Use forklift to remove to suitable collection vehicle.

b. Removal of condensing unit from distribution office plant deck

1. Isolate all electrical supplies to plant and equipment.
2. Pump down and reclaim R410a refrigerant gas from the system.
3. Disconnect refrigeration pipework & electrical cabling from unit.
4. Remove louvre section from outside using all terrain large deck MEWP to create 2000 x 1900 clear opening.
5. Rig 1 tonne block and tackle to high level roof steel beam above removed louvre using mobile scaffold access erected by PASMA operatives.
6. Remove condenser fan & cowl arrangement to reduce size of unit to easily fit through removed louvre opening.
7. Use pallet truck to move condensing units to lifting area – maximum section 1.75m long x 0.74m wide x 1.86m high with a weight of 337 kg
8. Use chain hoist with suitable slings around the condensing unit to lift 1m above finished slab level 200mm above bottom of louvre opening.
9. Forklift route to be planned and segregation provided from collection vehicle to the lifting area.
10. Area around loading bay and lift area to be segregated and warning signs erected to avoid entry into the lift zone by unauthorised persons.
11. Bring in specialist company with suitable forklift to extend through louvre opening, using trained banksman.
12. Use chain hoist to lower the condenser down onto the extended forks.
13. Remove condenser through the louvre opening and down to ground level into waiting collection vehicle.
14. Compressors, evaporator and condenser coil to remain untouched to avoid risk of gas discharge.

c. Removal of air handling units / extract fans from main office plant deck

1. Isolate all electrical supplies to plant and equipment.
2. Disconnect ductwork & electrical cabling from ventilation units.
3. Break down air handling unit three sections – maximum section 1.675m long x 0.95m wide x 1.95m high with a weight of 329 kg.
4. There are 2No pallet lift locations on the plant deck that will provide a 1.75m clear opening equipment to be loaded by pallet truck to front of nearest loading bay.
5. Bring in specialist company with suitable forklift to allow forks to reach second floor.
6. Forklift route to be planned and segregation provided from level access doors to the lifting location.
7. Area around loading bay and lift area to be segregated and warning signs erected to avoid entry into the lift zone by unauthorised persons.
8. Extend forks into pallet gas and remove air handling unit sections to ground level.
9. Use forklift to remove to suitable collection vehicle.

d. Removal of air handling units / extract fans from distribution office plant deck

1. Isolate all electrical supplies to plant and equipment.
2. Disconnect ductwork & electrical cabling from ventilation units. 3
3. Remove louvre section from outside using all terrain large deck MEWP to create 2000 x 1900 clear opening.
4. Rig 1 tonne block and tackle to high level roof steel beam above removed louvre using mobile scaffold access erected by PASMA operatives.
5. Break down air handling unit three sections – maximum section 1.475m long x 0.80m wide x 1.45m high with a weight of 212 kg.
6. Use pallet truck to move air handling unit sections to lifting area.
7. Use chain hoist with suitable slings around the air handling unit sections to lift 1m above finished slab level 200mm above bottom of louvre opening.
8. Forklift route to be planned and segregation provided from collection vehicle to the lifting area.
9. Area around loading bay and lift area to be segregated and warning signs erected to avoid entry into the lift zone by unauthorised persons.
10. Bring in specialist company with suitable forklift to extend through louvre opening, using trained banksman.
11. Use chain hoist to lower the AHU sections down onto the extended forks.
12. Remove AHU sections through the louvre opening and down to ground level into waiting collection vehicle.

e. Removal of VRF cassette units to all office ceiling

1. Isolate all electrical supplies to plant and equipment.
2. Pump down and reclaim where necessary R410a refrigerant gas from the system.
3. Disconnect ductwork & electrical cabling from fan coil unit.
4. Remove 4No ceiling tiles and ceiling grid around the unit.
5. Using mobile scaffold tower disconnect the 4No drop rods from the unit and lower to scaffold platform – largest unit 0.84m long x 0.84m wide x 0.26m high with a weight of 21 kg.
6. Remove from scaffold platform and exit through access doors to ground level externally.

Refer to Appendix H for maintenance scheduling requirements for mechanical installation. This should be read in conjunction with all Walter Miles Building Services and Walter Miles Electrical Engineers drawings and specifications.

12 ELECTRICAL SERVICES

a. Removal of distribution boards

Distribution boards and switch panels should be kept securely locked to prevent unauthorised access. Competent and authorised personnel should only be allowed to work on this equipment, and it is recommended that a permit to work system be implemented.

Distribution Board and Transformer Types

- Distribution board maximum weight 32kg, wall mounted. Manufacturers details can be found in Section 4 of the O&M Manual.
- Sub MCCB panel board DB14 90KG. Manufacturers details will be in Section 4 of the O&M Manual. Can be manhandled down staircase or taken off plant deck via powered access equipment.
- Main LV Panels: DB1-1500KG; DB2-1500KG; DB3-1100KG. Panels can be dismantled into sections and removed via pallet truck/skate. DB1 and DB2 are in 3 sections, DB3 is in 2 sections.
- Transformer weight 6000kg. Removal via crane or hiab. Any maintenance or survey work must only be carried out by qualified and authorised HV SAP. Isolation will require coordination with the client and the utility company as isolation must only be carried out by qualified and authorised HV SAP.
- Manufacturers details can be found in Section 4 of the O&M Manual.
- Also see the following sections in Section 4 of the O&M Manual: General Precautions, Recommended Safety Operating Procedures, Operating & Maintenance Notes.

Method

1. Isolate the incoming supply to the Distribution board (DB)
2. Test Incoming supply is dead using an approved method, lock off and fit warning notices.
3. Disconnect cables out of MCB's, neutrals and earths identifying cable circuit reference to aid with reinstallation.
4. Disconnect main incoming supply
5. Remove distribution board
6. Install new distribution board
7. Reconnect Incoming supply, checking polarity is correct.
8. Connect all cables into MCB's, neutrals and earths
9. Carry out dead testing on incoming and outgoing circuit cables
10. Re energise the supply
11. Live test circuits and record.

b. Replacement of external light fittings

Around the Warehouse perimeter and within the service yard and carpark areas external lighting has been provided which after a certain time may become faulty and fail but due to the height powered access equipment will be required.

1. Highlight the faulty light fitting on the as fitted drawing and identify the circuit reference. Working from the local fuse board isolate the circuit and carry out the necessary tests to confirm the circuit is dead. Lock off and fit warning notices to front of fuse board.
2. For build mount lighting, us powered access equipment internally within the building to gain height to the fused spur and remove the fuse. For column mounted lighting remove the cover to the base of the column and remove the fuse cover and fuse. Check supply at fitting is isolated.
3. Using access equipment for both scenarios and at the height of the light fitting disconnect the flexible cable and working with second person unscrew and remove the fitting from its bracket.
4. Lower light fitting.
5. Raise replacement light fitting and connect flex cable, ensuring polarity and connections are correct.
6. Replace fuse and electrical test circuit, turning the supply back on and removing any warning.

Refer to Appendix H for maintenance scheduling requirements for electrical installation. This should be read in conjunction with all Walter Miles Building Services and Walter Miles Electrical Engineers drawings and specifications.

13 REFERENCES

GIS No 6, The selection, management and use of mobile elevating work platforms, HSE Information Sheet

BS 8460:2005 Annex B Guidance on safe systems of work for exiting the work platform at height, British Standards Institution

BS 5655:1988 Lifts and Services, British Standards Institution

BS 7255:2012 Code of practice for safe working on lifts, British Standards Institution

BS 8560:2012 Code of practice for the design of buildings incorporating safe work at height, British Standards Institution

Health and safety in roof work, HSE

The Provision and Use of Work Equipment Regulations 1998, HSE

The Regulatory Reform (Fire Safety) Order 2005, UK Statutory Instruments

The Work at Heights Regulations 2005, UK Statutory Instruments

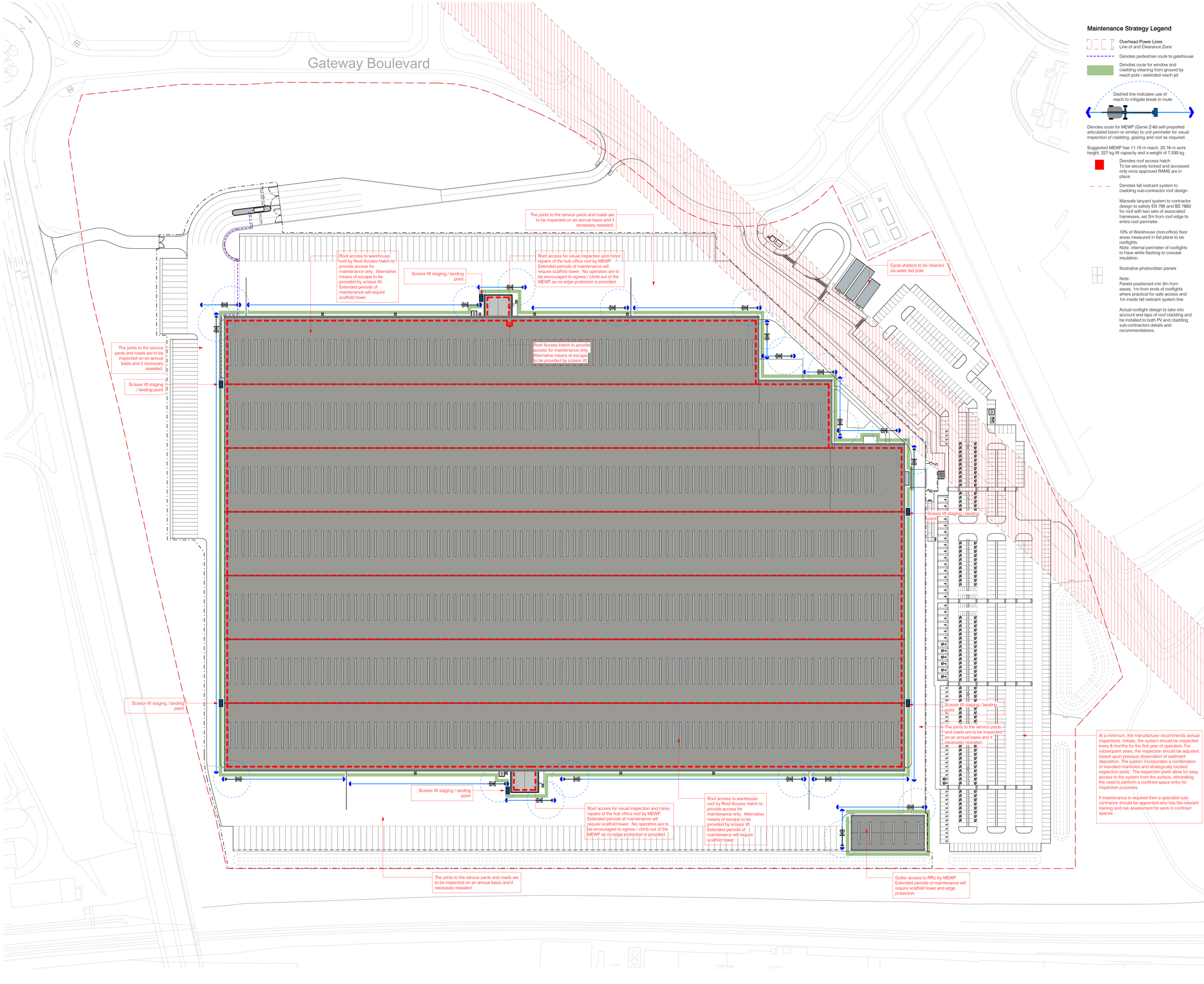
Safety in window cleaning using Waterfed Pole Systems, Federation of Window Cleaners

Workplace Health, Safety and Welfare Regulations 1992, UK Statutory Instruments

Health and Safety at Work Act 1974, UK Statutory Instruments

The Confined Spaces Regulations 1997, UK Statutory Instruments

14 APPENDIX A – MAINTENANCE STRATEGY



Maintenance Strategy Legend

Overhead Power Lines
Line of and Clearance Zone

Denotes pedestrian route to gatehouse

Denotes route for window and cladding cleaning from ground by reach pole / extended reach jet

Dashed line indicates use of reach to mitigate break in route

Denotes route for MEWP (Genie Z-60 self-propelled articulated boom or similar) to unit perimeter for visual inspection of cladding, glazing and roof as required.

Suggested MEWP has 11.15 m reach, 20.16 m work height, 227 kg lift capacity and a weight of 7,530 kg

Denotes roof access hatch
To be securely locked and accessed only once approved RAMS are in place.

Denotes fall restraint system to cladding sub-contractor roof design.

Mansafe lanyard system to contractor design to satisfy EN 795 and BS 7883 for roof with two sets of associated harnesses, set 2m from roof edge to entire roof perimeter.

10% of Warehouse (non-office) floor areas measured in flat plane to be rooflights.
Note: internal perimeter of rooflights to have white flashing to conceal insulation.

Illustrative photovoltaic panels

Note:
Panels positioned min 3m from eaves, 1m from ends of rooflights where practical for safe access and 1m inside fall restraint system line.

Actual rooflight design to take into account end laps of roof cladding and be installed to both PV and cladding sub-contractors details and recommendations.

0 7.5 15 30 60

Scale 1: 750

Status

RECORD ISSUE

CDM Residual Risks

In addition to the hazards/ risks normally associated with the types of work detailed on this drawing, please note the following:

Construction

C1. Works adjacent to live overhead HV power lines and pylon.
C2. Below ground HV cables.
C3. Works adjacent to railway, dual carriageway and estate roads.

Maintenance

M1. Live overhead HV power lines and pylon.
M2. Below ground HV cables.
M3. Active service yard / access roads to all elevations.

Decommisioning / Demolition

D1. Live overhead HV power lines and pylon.
D2. Below ground HV cables.

It is assumed that works will be carried out by a competent contractor working, where appropriate, to an approved method statement

In addition to the hazards/ risks normally associates with the types of work detailed on this drawing, please note the following:

M1 Maintenance contractors to be aware of risks associates with working within an active environment. Suitable notices and temporary barriers to be provided as necessary

M2 Maintenance contractors to note MEWP operational loads and ensure selection suits trafficked surfaces to ensure the proposed operations are conducted safely. This should be reported within relevant risk assessments and method statements which should be agreed by the relevant person/ H&S representative prior to works commencing

M3 This drawing aims to provide a solution to general maintenance. Whilst other solutions may be available any proposal (be it in line with these recommendations or a different proposal) should be suitably detailed within relevant risk assessments and method statements which must be agreed by the relevant person/ H&S representative prior to works commencing

M4 The maintenance contractor should plan external maintenance works to prevent unnecessary risks being taken, during inclement weather for example. Works should only be conducted once external conditions are suitable.

No.	Revision	Date	Initials
R01	RECORD ISSUE	10/10/23	CEW
C02	ADDITIONAL NOTES ADDED	26/06/23	MJB
C01	ROAD POSITION ADJUSTED AROUND PYLON. INCORPORATES CCF 004 (EAI Nr 3) & CCF 006 (EAI Nr 4). ISSUED FOR CONSTRUCTION.	17/05/23	MJB
P05	KERB LINE REINSTATED TO G/L1. TRANSFORMER RELOCATED. GATES RELOCATED. GENERAL REVISIONS TO SUIT CIVIL ENGINEERING DESIGN.	28/04/23	MJB
P04	OVERHEAD PYLON ZONE ADDED TO DRAWING.	31/03/23	MJB
P03	UPDATED TO SUIT PRINCIPAL DESIGNER COMMENTS	21/03/23	MJB
P02	ACCESS STRATEGY AMENDED. ONE ROOF HATCH RETAINED.	27/02/23	MJB
P01	PRELIMINARY ISSUE	08/02/23	MJB

Job
PLOT 4000

GATEWAY14
STOWMARKET

Drawing
MAINTENANCE STRATEGY

Client
JAYNIC
winvic

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Scale	Drawn/Checked
1:750@A0	MJB
Job Number	Date
21067	07/02/23
Drawing Number	Rev
P22036-FSA-EW-SI-DR-A-0305	R01

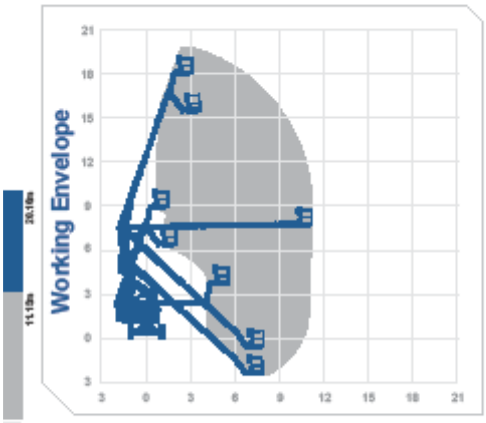
15 APPENDIX B – MEWP TYPES

Z60FE booms

Working Height	**20.16m**
Horizontal Outreach	**11.15m**
Closed Length	8.15m
Closed Height	2.54m
Closed Width	2.49m
Platform Size	1.83m x 0.76m
Rotation	355°
Max SWL	227kg
Weight	7756kg

Alternative machines
HR21H

Manufacturer
Genie



0345 745 0000
nationwideplatforms.co.uk

Nationwide Platforms
A Loxam Company

9250 | Scissor Lift

Working height	17.2m
Closed length	4.47m
Closed height	3.16m
Stowed height (guardrails lowered)	2.29m
Closed width	2.34m
Platform size	4.27m x 1.88m
Platform length (deck extended)	6.67m
Max SWL	681kg
Weight	7395kg

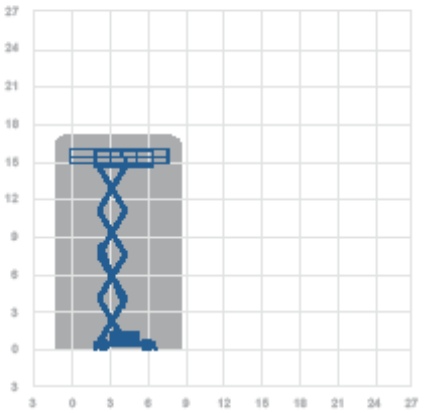
Alternative machines

9250X

Manufacturer

Skyjack

Working envelope



17.2m

Standard features

Optional extras

0345 745 0000
nationwideplatforms.co.uk

Nationwide Platforms
A LOXAM Company

165-12 | Scissor Lift

Working height	**18.5m**
Closed length	3.74m
Closed height	3.40m
Stowed height (guardrails lowered)	2.65m
Closed width	1.20m
Platform size	3.38m x 1.16m
Platform length (deck extended)	4.88m
Max SWL	500kg
Weight	7985kg

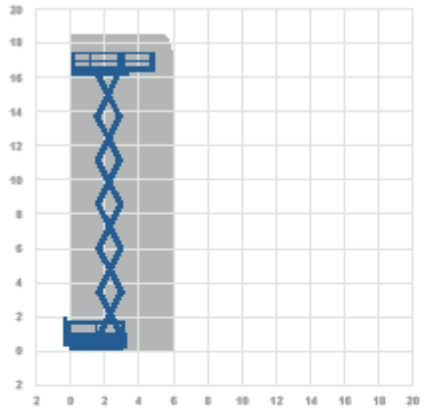
Alternative machines

LL15N
S175-12
180-12

Manufacturer

Holland Lift

Working envelope



18.5m

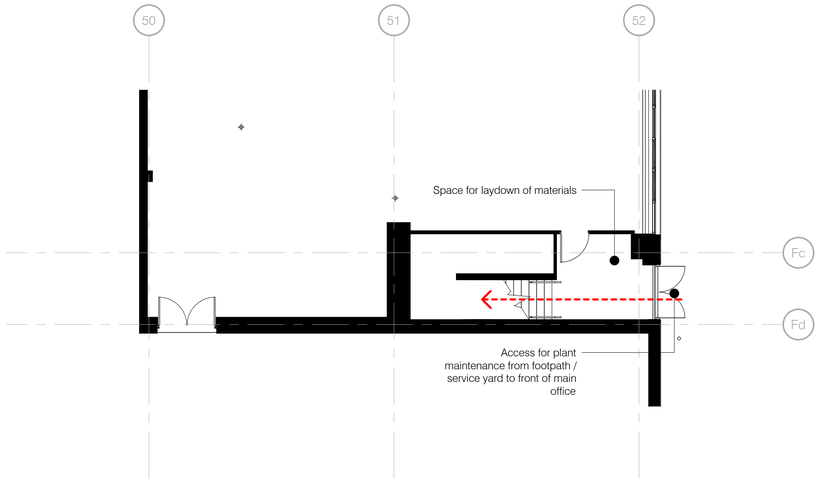
Standard features

Optional extras

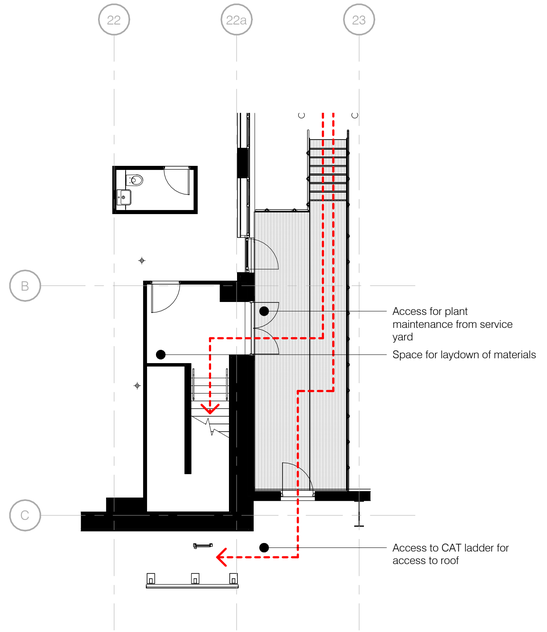
0345 745 0000
nationwideplatforms.co.uk

Nationwide Platforms
A LOXAM company

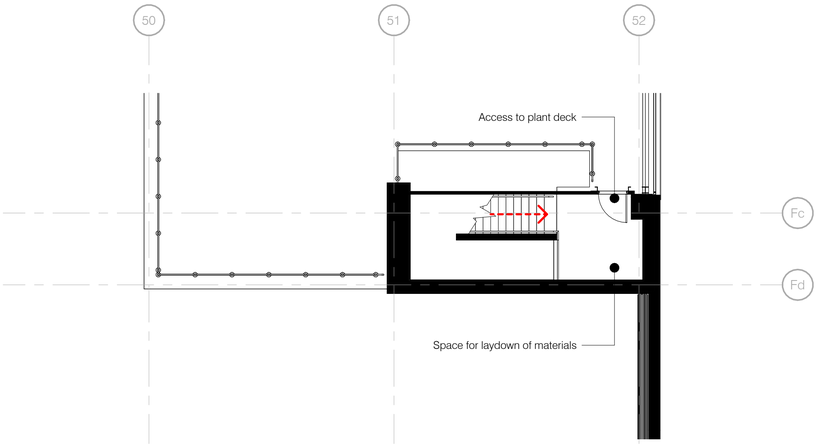
16 APPENDIX C – PLANT ROOM ACCESS



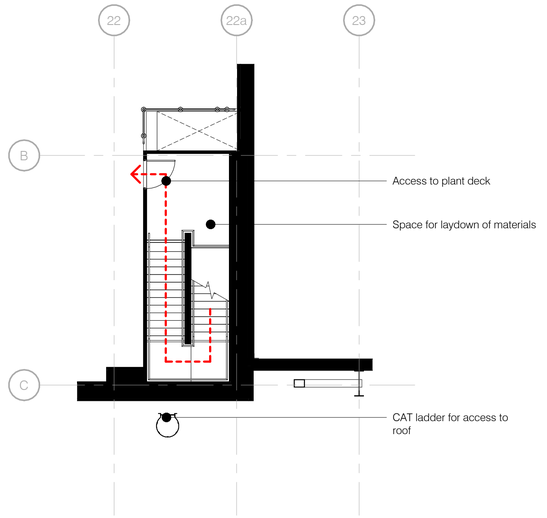
Main Office // Ground Floor Plant Access Route



Distribution Office // Ground Floor Plant Access Route



Main Office // Second Floor Plant Access Route



Distribution Office // Second Floor Plant Access Route

0 1 2 4 8

Scale 1: 100

Status

SKETCH

No.	Revision	Date	Inits
P01	FIRST ISSUE	21/03/23	MJB

Job

PLOT 4000

GATEWAY14

STOWMARKET

Drawing

PLANT DECK ACCESS ROUTES

Client

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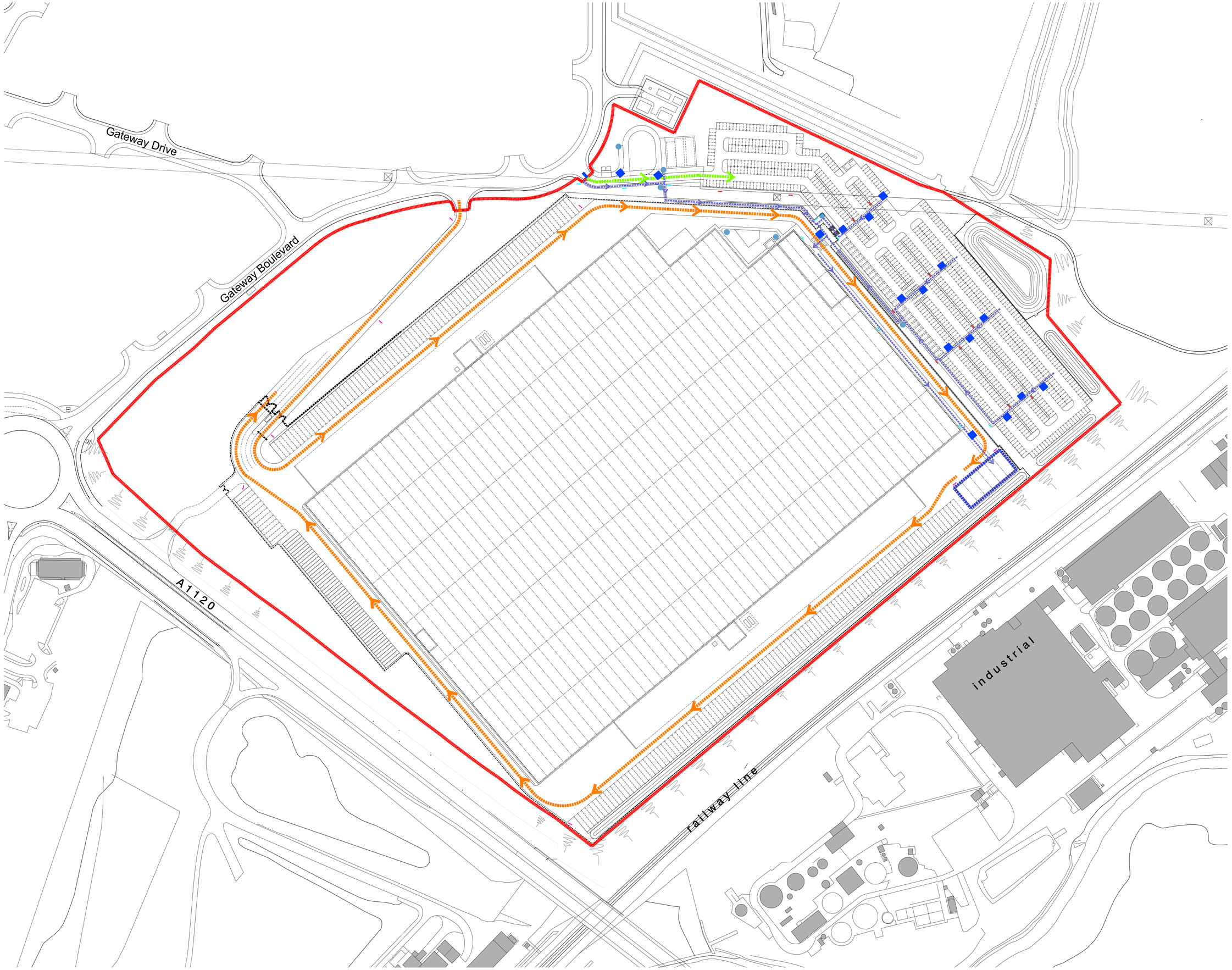
Scale	Drawn/Checked
1 : 100@A1	MJB

Job Number	Date
21067	21/03/23

Drawing Number	Rev
P22036-FSA-ZZ-ZZ-DR-A-SK03	P01

17 APPENDIX D – SITE ACCESS



0 10 30 50 70 100m

Scale 1 : 1250

Status

INFORMATION

N

Site Access Strategy Legend

- Plot Boundary
- Pedestrian Access — Route of pedestrian access from site boundary to main office entrance / main office to RRU
- Car Access — Route of car access from site boundary to car parking
- HGV Access — Route of HGV access from site boundary around service yards
- Pedestrian Crossings — Demarcated pedestrian crossing positions
- On site waste collection — Bin positions on pedestrian routes
- Refuse & Recycling Unit (RRU) — Location of commercial refuse and recycling storage prior to removal from site
- Small Wayfinding Signage — Pedestrian signage locations (to be confirmed as part of fitout works)
- Site Wayfinding Signage — Vehicle and pedestrian signage locations (to be confirmed as part of fitout works)
- Service Yard Wayfinding Signage — Vehicle signage locations (to be confirmed as part of fitout works)

No	Revision	Date	Inits
P01	FIRST ISSUE	21/03/23	MJB

Job

PLOT 4000

GATEWAY14

STOWMARKET

Drawing

SITE ACCESS STRATEGY PLAN

Client

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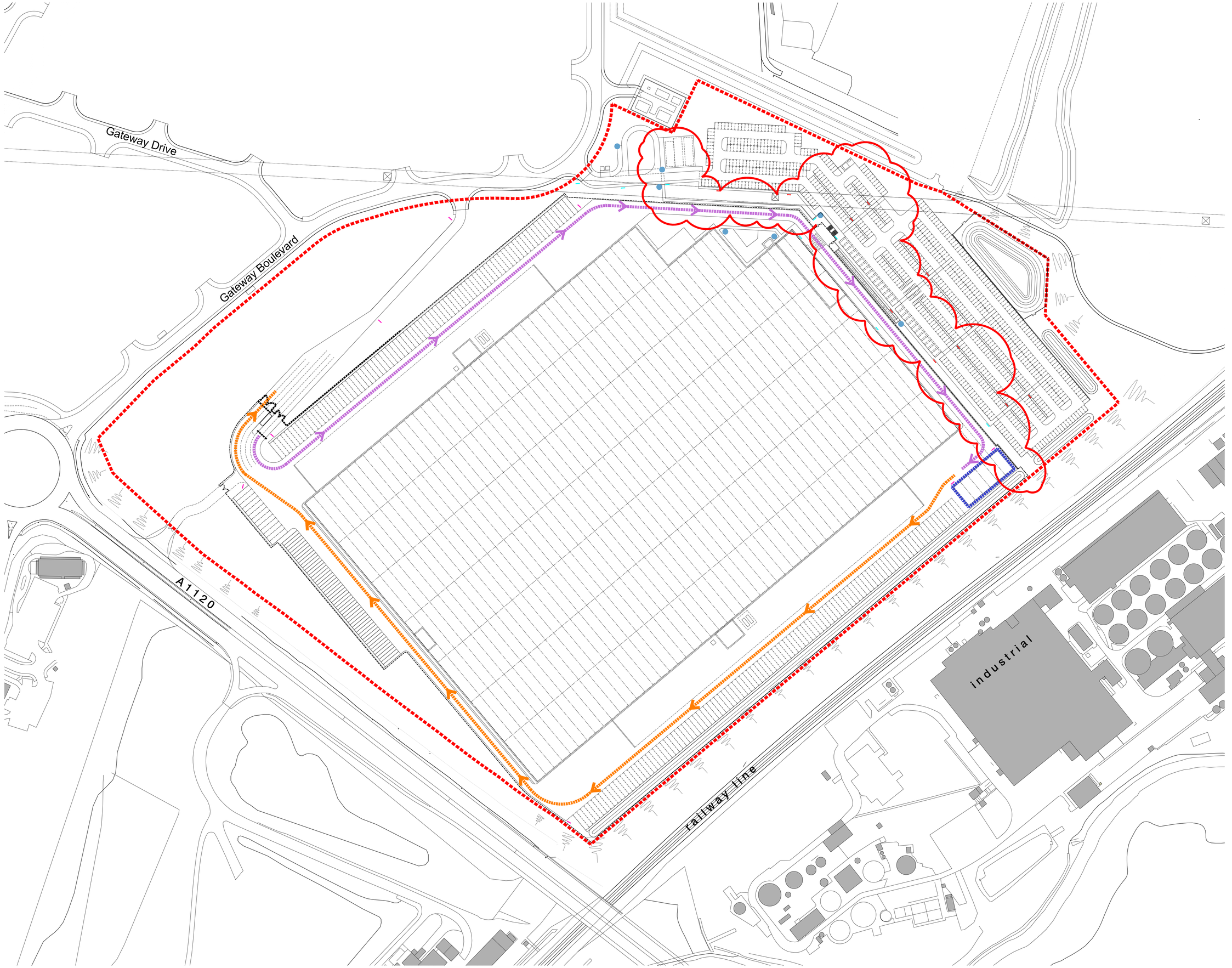
Scale	Drawn/Checked
1 : 1250@A1	MJB
Job No	**Date**
21067	21/03/23
Drawing Number	**Rev**
21067-FSA-00-XX-DR-A-0109	P01

18 APPENDIX E – REFUSE STRATEGY



0 10 30 50 70 100m

Scale 1 : 1250

Status

PLANNING APPROVAL

N

Refuse Collection Strategy Legend

- Plot Boundary
- Incoming — Route of incoming refuse collection vehicles to RRU
- Outgoing — Route of outgoing refuse collection vehicles from RRU
- On site waste collection — Bin positions on pedestrian routes
- Refuse & Recycling Unit (RRU) — Location of commercial refuse and recycling storage prior to removal from site
- Small Wayfinding Signage — Pedestrian signage locations (to be confirmed as part of fitout works)
- Site Wayfinding Signage — Vehicle and pedestrian signage locations (to be confirmed as part of fitout works)
- Service Yard Wayfinding Signage — Vehicle signage locations (to be confirmed as part of fitout works)

On-site Collection Strategy

Site management will collect all refuse from the external / internal bins and bring this to the RRU for removal from site as indicated.

To be read in conjunction with drawing 21067-0111.

No	Revision	Date	Inits
P07	CYCLE SHELTER REPOSITIONED AND CYCLE ROUTE EXTENDED INTO SITE TO SUIT PLANNING AUTHORITIES COMMENTS. SITE LAYOUT ADJUSTED TO SUIT.	22/08/22	MJB
P06	FENCELINE, GATE POSITION AND EMERGENCY ACCESS ROAD UPDATED TO CIVIL ENGINEERS DESIGN	05/08/22	MJB
P05	FENCELINE AND GATE POSITION AMENDED	03/08/22	MJB
P04	NOTES AMENDED.	29/07/22	MJB
P03	NOTES AMENDED.	29/07/22	MJB
P02	INDICATIVE SIGNAGE POSITIONS ADDED.	28/07/22	MJB
P01	FIRST ISSUE	28/07/22	MJB

Job

PLOT 4000

GATEWAY14

STOWMARKET

Drawing

REFUSE COLLECTION STRATEGY PLAN

Client

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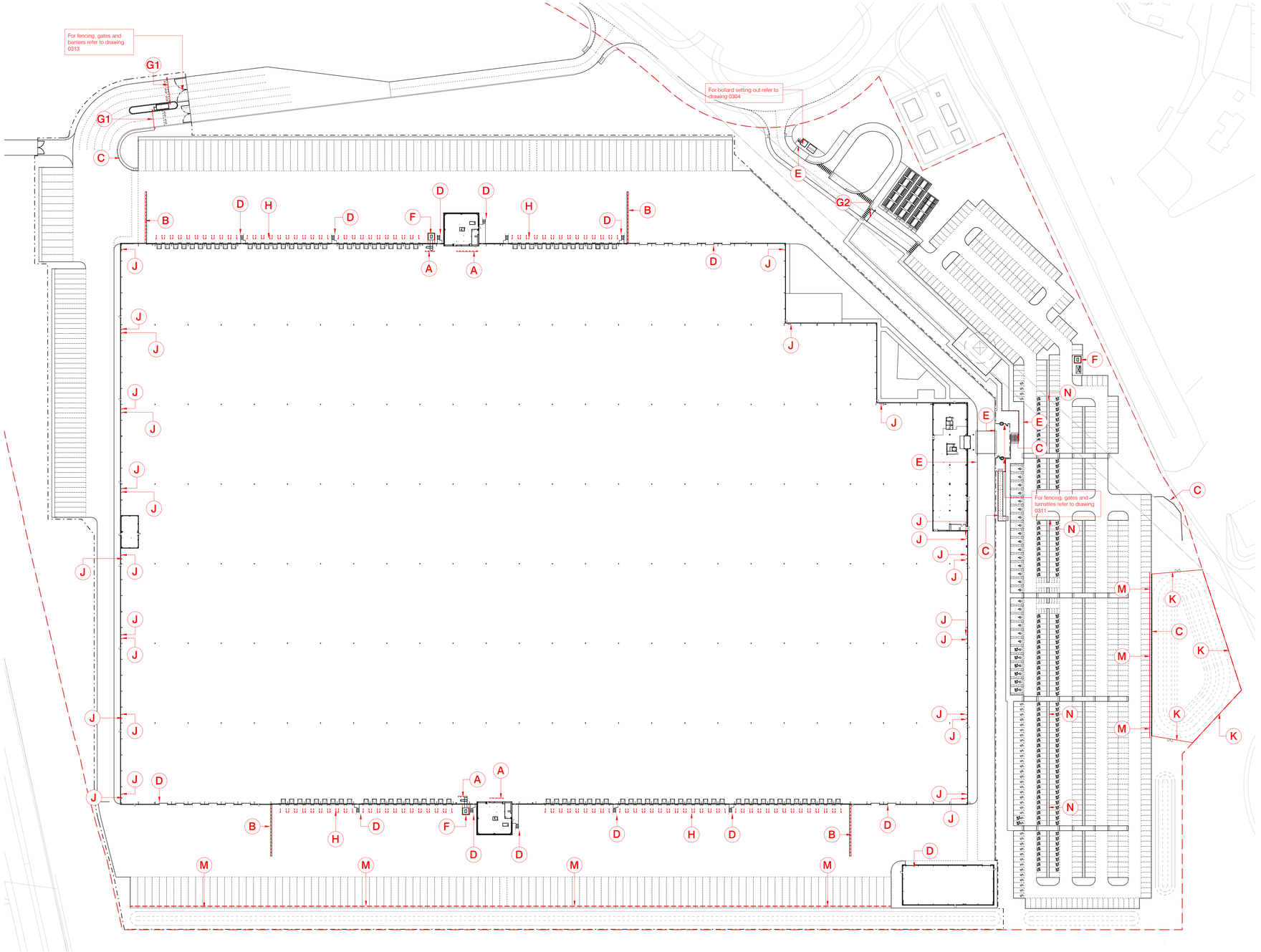
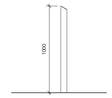
Scale	Drawn/Checked
1 : 1250@A1	MJB
Job No	**Date**
21067	07/07/22
Drawing Number	**Rev**
21067-FSA-00-XX-DR-A-0107	P07

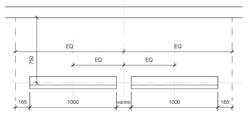
19 APPENDIX F – SITE AND BUILDING PROTECTION





Site Protection // Type N

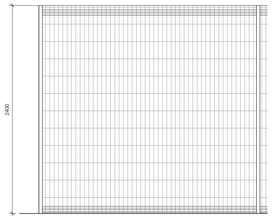
Galvanised steel bollards for protection to EV switch cabinets in car parks.



Site Protection // Type M

Car Parking Bays (adjacent to pond retaining wall only)
2no. 1000 x 140 x 80mm BrandSafe Wheelstops or similar approved per bay. Oil and temperature resistant rubber construction with reflective white inserts. To be fixed to concrete foundation below block paving.

HGV Bays (adjacent to swale only).
2no. 1000 x 300 x 150mm BrandSafe HGV Wheelstops or similar approved per bay. Oil and temperature resistant rubber construction with reflective white inserts. To be fixed to concrete service yard.



Site Protection // Type L

2.4 m high Black paladin fence and matching gates - extent as indicated by red dashed line

Site Protection // Type K

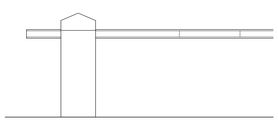
Treated timber post and rail fence with matching lockable gates to SUDS pond.

Site Protection // Type J

Pair of Traffic Yellow (RAL 1023) hoops to provide protection to siphonic downpipes within warehouse

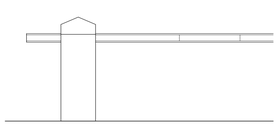
Site Protection // Type H

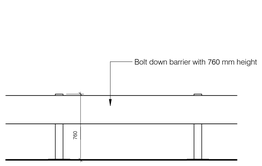
1 pair of high profile galvanised steel tubular wheelguides to each dock door. To Stertil design and specification.



Site Protection // Type G1

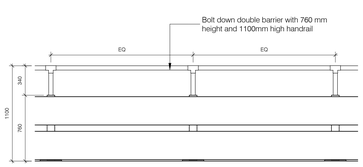
Automatic Vehicle Barrier. Newgate Heavy Duty or similar approved automatic barriers to the gatehouse (number to suit road width).





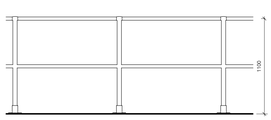
Site Protection // Type A

Bolt down Armco barriers low level (approx. 760mm high).



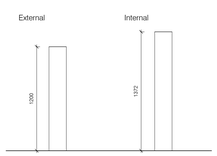
Site Protection // Type B

Bolt down Armco barriers with double barrier and KeyClamp handrail / railing (approx. 1100mm high) to external perimeter of retaining walls (to docks and car park).



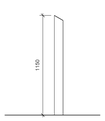
Site Protection // Type C

Bolt down KeyClamp galvanised handrail and railing to protect pedestrians from service roads, protect from falls at changes in level and provide balustrading / handrails to stairs and ramps (min. 1100mm high). Mounted to top of retaining walls where possible.



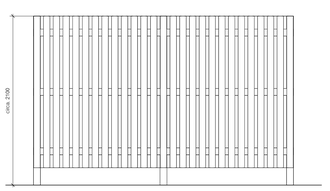
Site Protection // Type D

Traffic Yellow (RAL 1023) bollards to each side of level access doors (external) and to each side of the metal stairs to the dock areas. Bollards are to be metal sleeved to allow easy replacement. Traffic Yellow (RAL 1023) bollards to each side of level access doors (internal) to be Flexcore or similar approved.



Site Protection // Type E

Stainless steel bollards for protection to heavily trafficked pedestrian areas and in car parks where there are dropped / bullnose kerbs.



Site Protection // Type F

Vertically hit/miss boarded fencing with matching gate (heavy duty galvanised brackets, locks and handles) mounted on top of transformer pit plinths (height circa. 2100). Stained dark grey.

Site Protection // Type G2

Manual Vehicle Barrier. Newgate or similar approved manual barrier to car park entrance.

0 7.5 15 30 60

Scale 1: 750

Status

RECORD ISSUE

CDM Residual Risks

In addition to the hazards/ risks normally associated with the types of work detailed on this drawing, please note the following:

Construction

C1. Works adjacent to live overhead HV power lines and pylon.
C2. Below ground HV cables.

C3. Works adjacent to railway, dual carriageway and estate roads.

Maintenance

M1. Live overhead HV power lines and pylon.

M2. Below ground HV cables.

Decommissioning / Demolition

D1. Live overhead HV power lines and pylon.

D2. Below ground HV cables.

It is assumed that works will be carried out by a competent contractor working, where appropriate, to an approved method statement

No.	Revision	Date	Initials
R01	RECORD ISSUE	12/10/23	CEW
C010	SITE PROTECTION AMENDED TO SUIT COMMENTS	03/10/23	MJB
C09	BOLLARDS ADDED TO SUBSTATION LOCATION	15/09/23	MJB
C08	ARMCO ADDED TO PV INVERTOR PANEL LOCATIONS	08/09/23	MJB
C07	WHEELSTOPS UPDATED	14/07/23	MJB
C06	FENCING ADDED TO TRANSFORMER COMPOUND	23/06/23	MJB
C05	BOLLARD HEIGHT UPDATED	20/06/23	MJB
C04	UPDATED TO CONTRACTORS COMMENTS	09/06/23	MJB
C03	DOOR POSITIONS AMENDED / ADDED TO SUIT FIRE OFFICER / ENGINEER REQUEST. ALTERATIONS MADE TO SUIT. DAP-0019	26/05/23	MJB
C02	KERB LINE AMENDED TO SUIT SITE REQUEST	24/05/23	MJB
C01	ROAD POSITION ADJUSTED AROUND PYLON. INCORPORATES CCF 004 (EAI Nr 3) & CCF 006 (EAI Nr 4). ISSUED FOR CONSTRUCTION	17/05/23	MJB
P03	KERB LINE REINSTATED TO GA1. TRANSFORMER RELOCATED. GATES RELOCATED. GENERAL REVISIONS TO SUIT CIVIL ENGINEERING DESIGN.	28/04/23	MJB
P02	UPDATED TO COMMENTS RECIEVED	24/03/23	MJB
P01	PRELIMINARY ISSUE	17/03/23	MJB

Job

PLOT 4000

GATEWAY14
STOWMARKET

Drawing

SITE PROTECTION

Client

JAYNIC
winvic

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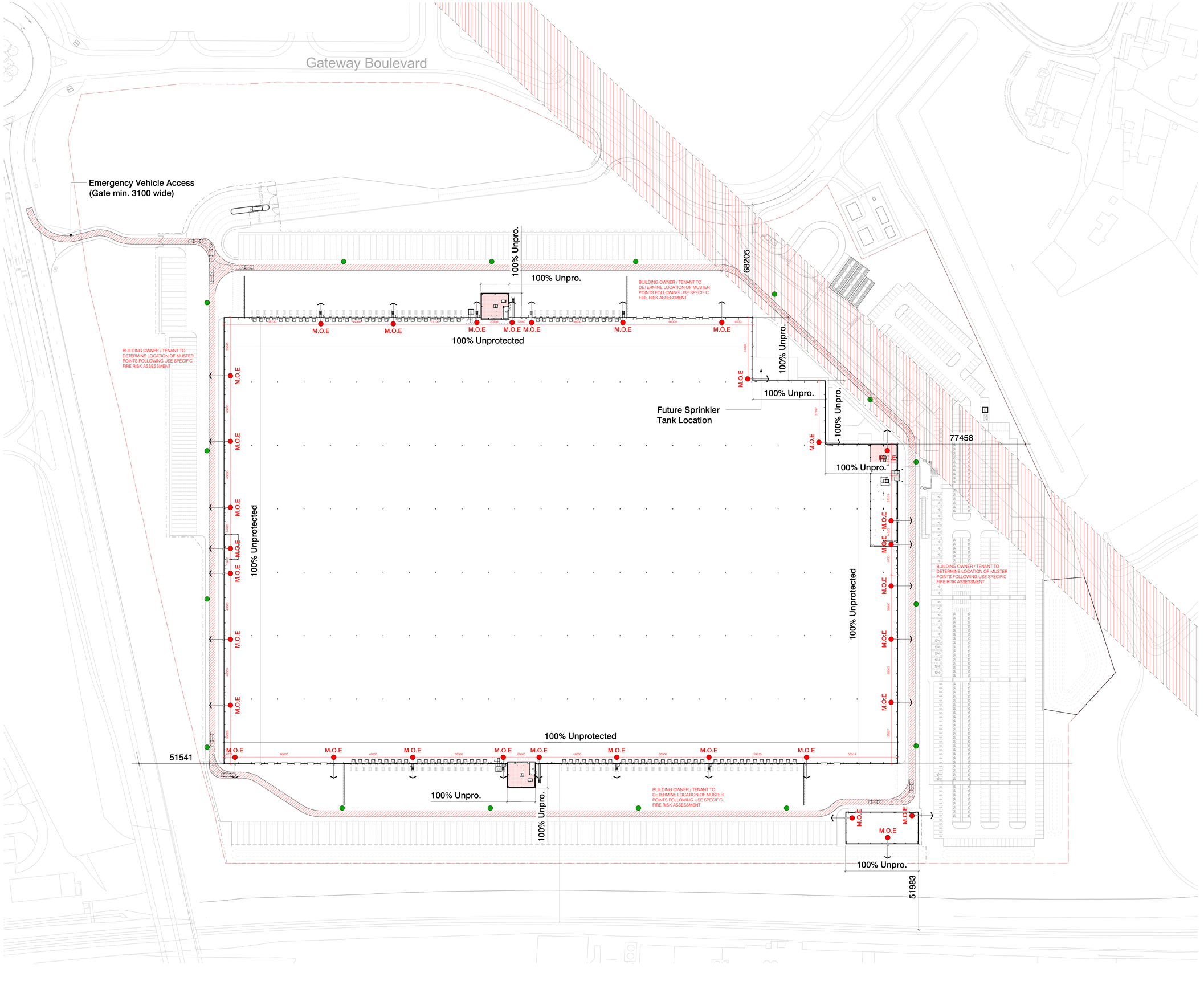
Tel 01246 233055 www.frankshawassociates.co.uk

Scale	Drawn/Checked
1:750@A0	MJB
Job Number	Date
21067	06/01/23
Drawing Number	Rev.
P22036-FSA-EW-SI-DR-A-0307	R01

20 APPENDIX G – SITE WIDE FIRE STRATEGY



0 7.5 15 30 60

Scale 1: 750

Status

RECORD ISSUE

CDM Residual Risks

In addition to the hazards/ risks normally associated with the types of work detailed on this drawing, please note the following:

Construction

C1. Works adjacent to live overhead HV power lines and pylon.

C2. Below ground HV cables.

C3. Works adjacent to railway, dual carriageway and estate roads.

Maintenance

M1. Live overhead HV power lines and pylon.

M2. Below ground HV cables.

Decommissioning / Demolition

D1. Live overhead HV power lines and pylon.

D2. Below ground HV cables.

It is assumed that works will be carried out by a competent contractor working, where appropriate, to an approved method statement

Sitewide Fire Strategy Legend

- Site Boundary
- Overhead Power Lines
  Line of and Clearance Zone
- M.O.E — Means of Escape
  Fire escapes from building
- Fire Tender Access Route
  100% perimeter access required
  100% perimeter access provided
- Fire Hydrant
  Refer to WMBS drawings for details

These drawings are to be read in conjunction with the following consultant and sub-contractor drawings:

- Drainage drawings
- Levels drawings
- Electrical drawings
- Mechanical drawings

No.	Revision	Date	Inits
R01	RECORD ISSUE	12/10/23	CEW
C02	DOOR POSITIONS AMENDED / ADDED TO SUIT FIRE OFFICER / ENGINEER REQUEST. ALTERATIONS MADE TO SUIT. DAP-0019/	26/05/23	MJB
C01	ROAD POSITION ADJUSTED AROUND PYLON. INCORPORATES CCF 004 (EAI N/ S) & CCF 006 (EAI N/ 4). ISSUED FOR CONSTRUCTION.	17/05/23	MJB
P04	FIRE HYDRANT LOCATIONS ADDED TO DRAWING	31/03/23	MJB
P03	NOTES UPDATED	03/03/23	MJB
P02	PRELIMINARY ISSUE	20/01/23	MJB
P01	PRELIMINARY ISSUE	13/01/23	MJB

Job

PLOT 4000

GATEWAY14
STOWMARKET

Drawing

SITE WIDE FIRE STRATEGY

Client

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winvic

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Penmore House Hasland Chesterfield Derbyshire S41 0SJ
Tel 01246 233255 www.frankshawassociates.co.uk

Scale	Drawn/Checked
1:750@A0	MJB
Job Number	Date
21067	12/01/23
Drawing Number	Rev
P22036-FSA-EW-SI-DR-A-0303	R01

21 APPENDIX H – MECHANICAL & ELECTRICAL MAINTENANCE SCHEDULES

Item	Daily	Weekly	Monthly	3 Months	6 Months	9 Months	Annually	5 Yearly	Detail of regime
Plantroom & Inspection	✓								Daily: *Check all plantrooms for signs of leaks, red lamp indication for faults on the panel and temperature and pressure checks to gauges*
Electric Panel Radiators							✓		Annually: *Manufacturer states checking of the heater casing and grilles and cleaning as necessary with dry cloth and brush to avoid dust falling onto element.*
Centrifugal Fans					✓		✓		6 months: *Manufacturer states impellor and fan should be checked and cleaned with vacuum cleaner and brush.* Annually: *Manufacturer states fan casing and fixings should be checked and impellor fixing to shaft checked and secured.*
Electric Motors					✓				6 months: *Manufacturer states motor should be checked and cleaned with vacuum cleaner and brush.* Annually: *Manufacturer states fan casing and fixings should be checked and motor fixing to shaft checked and secured.*
Pipework									Annually: *Visual check for signs of damage/leaks or corrosion.*
Insulation							✓		Annually: *Visual check for signs of damage of the foil surfaces or where external weatherproof finish damaged.*
Hot Water							✓		Annually: *Visual check for signs of damage/leaks or corrosion.*
Ductwork							✓		Annually: *Visual check for signs of damage/leaks or corrosion.*
Fan Coil Units			✓		✓				3 Months: *Recommend checking the fan coil filter for build up of dirt and dust and cleaning using vacuum or warm water wash and dry prior to replacing.* 6 months: *Leak checks required to complete systems to comply with F Gas regulations* 6 Months: *Manufacturer states checking of the fan coil filter for build up of dirt and dust and cleaning using vacuum or warm water wash and dry prior to replacing.* Annually: *Manufacturer states pipework and cable connections to be checked and casing cleaned.*
Mountings									Annually: *Visual check for signs of damage or mis alignment of the mounting.*
Expansion Vessels							✓		Annually: *Visual check for signs of damage/leaks or corrosion & check pressures are correct as commissioned*
Air Handling Units							✓		3 months: *Recommend the inlet and exhaust filters are checked and cleaned using vacuum cleaner.* Annually: *Manufacturer states all dampers and motors including thermal wheel are checked and serviced.*

Maintenance Checklist

Item	Daily	Weekly	Monthly	3 Months	6 Months	9 Months	Annually	2 Yearly	5 Yearly	Certificates	Regime
Emergency lighting		✓	✓		✓		✓		✓	Check sheet to be completed monthly, 6 monthly and annually and values recorded. Electrical test results to be recorded.	***Weekly:*** *Check green charging indicator is operational and not flashing or showing red* ***Monthly****: Check emergency lighting operates with mains failure.* ***6 Monthly****: Check emergency lighting duration for 1 hour with mains failure* ***Annually****: Check emergency lighting duration for 1 hour with mains failure* ***5 years:*** *Test electrical circuits, record values and check against relevant BS standard.*
External lighting			✓		✓				✓	Failures of fittings to be recorded for future reference. Electrical test results to be recorded	**Monthly**: *Visually check external lights are operating and timers/programmers are set correctly.* ***6 Monthly****: Check and clean lens and glass of fittings.* ***5 years:*** *Test electrical circuits, record values and check against relevant BS standard.*
Internal lighting checks (non emergency)			✓		✓				✓	Failures of fittings to be recorded for future reference. Electrical test results to be recorded	***Monthly****: Visually check internal lights are operating and switching correctly via PIR, control system or manual operation.* ***6 Monthly****: Check and clean lens and glass of fittings.* ***5 years:*** *Test electrical circuits, record values and check against relevant BS standard.*
Small power circuits			✓				✓		✓	Circuits should be visually checked annually and indication of overheating should be recorded. Circuit tested should have there results recorded and issued on a specific report as per BS7671	***Monthly****: Visually check connections of a % of the small power circuits* ***6 Monthly****: Visually check and also test a % of small power circuits. Results to be recorded and checked against previous values.* ***5 years:*** *Ensure all circuits have been tested within the 5 year period*

Item	Daily	Weekly	Monthly	3 Months	6 Months	9 Months	Annually	2 Yearly	5 Yearly	Certificates	Regime
Lightning protection							✓			Test results and findings should be recorded and issued on a report as per BS63205	***Annually**: All connections and pits should be checked and the results recorded and certificated by a qualified engineer.*
Fire alarm system		✓		✓	✓		✓			Weekly checks on call points and sounders should be recorded. Annually all sounders, call points and detectors should have been checked for operation and results recorded and issued on certification to BS5389	***Weekly**: As selected % of call points and sounders should checked and results recorded.* ***3 and 6 Months**: Selected % of detectors should be checked and results recorded* ***Annually**: All detectors, call points and interfaces should be checked at least once and results recorded.* ***Annually:** Manufacturer states filters to be checked and cleaned using vacuum cleaner to maintain warranty.*
Main panel and MCCB's boards							✓			Report to be issued of findings.	**Annually**: *Operation of ACB's, MCCB's and MCB's to be checked. Terminals and connections to be checked and thermal imaging to be carried out.*
HV Transformers							✓			Report to be issued	**Annually:** *Oil sample, terminations and thermal imaging of transformer to be recorded and checked against previous values.*