

Ashby Building Consultants Ltd, 1 Hainsworth Close, Langham, nr Oakham, Rutland LE15 7HS
web: www.disableddesign.co.uk

Client

Mr Cooper, 203 Markfield Road, Groby, Leicestershire. LE6 0FT.

Tel:

Schedule of Works Date 22 March 2026
Proposed hardstanding and dropped kerb

Revision	Comment	Date
A		
B		
C		

GENERAL NOTES

- Contractors tendering for the works will make a site visit to acquaint and satisfy themselves with all conditions likely to affect the execution of any of the orders issued, including the types, construction and location of the dwellings and buildings, position of drains or moving of gas, electric or water meters, as no claim by the Tenderers for additional payment shall be allowed on the grounds of any misunderstanding, or ignorance. B3 Living at the above offices must authorise any deviation from the specifications. The following specification assumes that the builder will undertake exploratory works to ensure that correct falls exist to connect to the existing drainage system. Consultation must be made with Local Authority Building Control to ensure the works conform with current Building Regulations before work commences. On completion of works, test all fittings and appliances and leave all in a safe working order. Remove all rubbish each evening and leave site in a clean and tidy condition on completion.
- All works are to comply in every respect with current building regulation requirements.** All materials supplied are to conform to the current British Standard Specification and fitted to comply with the relevant Codes of Practice and Local Water Authority Byelaws. All plumbing works to comply with the Water Supply (Water Fittings) Regulations 1999. All aspects of the CDM 2015 regulations (for domestic clients) must be adhered to.
- Building materials and scaffolding should be sited on the client's property. If scaffolding needs to be erected on the adjacent property, permission must be sought from the property owner, and any damage caused the property made good.
- Full structural precautions are to be taken during any demolition work and clients/neighbours informed of the dangers.
- If any type of asbestos is discovered on site, report it to B3 Living for further instructions.
- Where floor joists need to be adjusted.** Notches and holes in simply supported floor and roof joists should be within the following limits: **a.** Notches should be no deeper than 0.125 times the depth of a joist and should not be cut closer to the support than 0.07 of the span, nor further away than 0.25 times the span. **b.** Holes should be no greater diameter than 0.25 times the depth of the joist, should be drilled at the neutral axis, and should be not less than 3 diameters (centre to centre) apart, and should be located between 0.25 and 0.4 times the span.
- Services and toilet facility must be maintained overnight for the Clients use. If this is not considered practical for any period during the works 'B3 Living' must be advised at the tender stage or the contractor shall make provision of commode for client for the duration of the works.**
- Electrical works to be undertaken by an approved contractor and a certificate sent to B3 Living on completion stating that the installation complies with the Regulations and notify the Electricity Board for their inspection and test

certificates if required. All electrical work to be in accordance with “The requirements for Electrical Installations (BS 7671:2018)” and the latest I.E.E. regulations. Wiring to be chased in, sheathed and surfaces made good. Surface mounted wiring will only be allowed at the express request of B3 Living and shall be mounted in trunking so as to be in obtrusive. The Contractor shall comply with Part P: Electrical Safety; of the Building Regulations 2000 and relevant works must be certified as complying with the Building Regulations by a person qualified to certify the works. A certificate is to be supplied to the Client and copied to ‘B3 Living’ within 30 days of completion of the works.

- All works to gas appliances to be undertaken by registered “Gas Safe” contractor and a gas safety certificate provided on completion. Benchmark and commissioning certification will be required.
- All new or replacement windows and doors must have a U value no greater than 1.6 w/m²k. and 1.8w/m²k for doors. At first floor level or above, windows to be designed to allow the outside surface to be cleaned safely from inside the building. Opening lights to be fitted with a security lock.
- Any replacement windows must be installed by a FENSA registered installer or be approved by the Local Authority Building Control Department.
- Glazing in critical locations to be in safety glass in compliance with BS 6206:1981. Critical locations are as follows: up to 800 mm above finished floor level in internal and external walls, and up to 1500 mm above finished floor level in a door or side panel within 300 mm of a door.
- No amendments to the specification or drawings as supplied shall be permitted without the express permission of the Employers' Agent. The Employer reserves the right to alter, modify, omit or add any particular clause in the Specification, as necessary, and no claim for loss of profit / expense will be allowed to the Contractor in respect of this.
- This will be a Fixed Price Contract, inclusive of VAT where applicable. PLEASE NOTE THAT SPECIFIC WORKS RELATING TO ADAPTATIONS FOR THE DISABLED ARE EXEMPT FROM VAT. The Contractor must clarify the VAT position with his local Custom & Excise Office before submitting his Tender. The submitted statement must detail which items are subject to VAT and the total amount due thereunder. The payment and recovery of VAT will be the entire responsibility of the Contractor, who must include in his Tender for all incidental costs and expenses which he may thereby incur.
- Alterations to the Contract Sum shall arise only in cases where the Employer agrees to a variation to the Schedule of Works / Specification / Drawings. All queries arising once Contractor is on site are to be addressed with Supervising Officer. All Variations to be agreed in writing prior to execution on site.

MAINTENANCE INSTRUCTIONS

- Copies of Guarantees, installation or maintenance instructions for any components used such as floor covering, electric shower unit and electric extractor fan, to be handed to **B3 Living** on completion of the work. These will be passed on to the Client.

NOTICE OF COMMENCEMENT

A notice of commencement is to be submitted to Building Control within 5 days of work being regarded as commenced, under regulation 16 of The Building Regulations etc. (Amendment) (England) Regulations 2010.

Work will be deemed to have commenced when the build has progressed to at least one of the following:

For new buildings and horizontal extensions - Sub surface structure of the building or the extension including all foundations and the structure of the ground floor level is completed.

NOTICE OF COMPLETION (BSA 16 (4a))

A Notice of Completion to be given to Building Control not more than 5 days after the work has been completed. The notice to contain the following information:

- The name, address, telephone number and (if available) the email address of the client, principle contractor and principle designer.
- A statement from the applicant to say that the works have been completed and complies with all the applicable regulations to the best of their knowledge.
- A statement from the principle contractor and the principle designer to confirm that they have fulfilled their duties under Part 2 (Duty holders and competence).

PARTY WALL ACT

Should they need to do so under the requirements of the Party Wall Act 1996, the owner has a duty to serve a Party Structure Notice on any adjoining owner if the building work involves any of the following to a Party Wall:

- Support of beam
- Insertion of DPC through wall
- Raising a wall or cutting off projections
- Demolition and rebuilding
- Underpinning
- Insertion of lead flashings

A Party Wall Notice is also required for:

- Any excavations within 3 metres of any part of a neighbouring owners building or structure, where part of that work will be deeper than the neighbour's foundations: or - Any excavations for a new building or structure, within 6metres of any part of a neighbouring owner's building or structure, where any part of that work will meet a line drawn downwards at 450/ in the direction of the excavation from the bottom of the adjoining foundations.

https://www.gov.uk/government/publications/preventing-and-resolving-disputes-in-relation-to-party-walls/the-party-wall-etc-act-1996-explanatory-booklet#para_28

A Party Wall Agreement is to be in place prior to start of works on site.

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Works to be priced from item 1 onwards.		VATable	Non-VATable
Preparation			
1.	Raise floor level of porch area to that of main building in 100mm concrete on hardcore and 2000g dpm with Blue engineering bricks externally and dpc extended through.		
2.	Remove existing porch door and frame, Provide and fix a new PVCu door and frame with level threshold cill, into remaining opening, and of style match existing, complete with glazing and lever handle furniture, letter box and ironmongery. Ensure frame is securely cramped to adjacent brickwork. Retain existing lintel. To have a U value no greater than 1.4 W/m2K. Glazing to comply with BS6262-4:2018 and Approved Document K.		
3.	Remove existing inner porch door and frame, and fit new matching door and frame with no threshold. Retain existing lintel. Fit new architrave (backs primed before fixing) and ironmongery and make good plasterwork etc. New door furniture to be lever handles to match existing.		
4.	Form new raised plinth of size 5100 x 1850 adjacent entrance door in 100mm concrete on 150mm hardcore. Height of concrete to be		

situated to allow the installation of a modular ramp providing 1 in 12 ramp to front entrance door.

5. Contractor should conduct a full site survey prior to commencement and identify positions of any Gas, Electricity, Water or telephone/internet supplies. Where found to be present contractor is to excavate 150mm around supply pipes and bed/surround with 150mm fine sand. Pipes are to be marked with "hazard awareness" tape and the suitably covered with 600 x 600 x 50mm concrete slabs prior to finishing with geotextile membrane, sand bedding and 80mm thick block paving.
6. Take down existing stone wall and excavate soil to required depths local to area shown on plans, clear and cart away. Take all necessary precautions to ensure site safety of operatives. Form reinforced foundations and retaining walls in red engineering bricks to structural engineers details including brick faced retaining walls. Fit PVCu sleeved weepholes at max. 1500 mm horizontal centres to drain the soil behind the retaining walls. Weepholes to exit 75 mm above surface onto which they discharge. Line inside face of retaining walls with a 200 mm width of 25 mm dia. gravel to aid drainage to weepholes.
7. Fit galvanised steel handrailing above the walls. Top of handrail measured 900-1100mm above ramped and level surfaces, height to suit client. The handrail, mid level rail, and posts (at max. 1800 mm centres), to be of 42mm dia. tubular galvanised steel with 75mm gap between handrail and wall, and painted finish to clients colour choice. Posts to be set in concrete.
8. Lay level threshold drainage system available to satisfaction of Local Authority Building Control between hardstanding and pavement. Channels to be set in concrete bed and haunching to manufacturers instructions. New raindrain set in line with level access threshold to discharge to a new soakaway located a minimum of 5 metres from any building.
9. Provide and fix external quality anti-vandal PIR bulkhead light fitting, size 250 x 125 x 100 mm, black shatterproof polycarbonate casing, 100w GLS BC lamp. To be fixed to wall of house in a position to suit client, and operated by a switch located inside the house in a position to suit client.
10. Excavate and prepare area for new hardstanding approx 5.8m x 5.5m. Cart away excavated material. Lay 200 x 100 x 60mm dark grey permeable paving blocks in herringbone pattern (level with existing path), on 50 mm well compacted 6mm open graded crushed rock, on min. 200 mm well consolidated 20mm open graded crushed rock.. Lay contrasting block perimeter to whole of front driveway set in concrete.
11. Contractor to form new 150mm thick concrete base in position indicated on drawings to allow for fitting of the Melody 3 step lift by Terry Group Limited. Contractor is to provide service duct to step lift position with 13a twin and earth cable for connection to

- consumer unit by Terry Lifts. Contractor to allow for the re-routing of any waterpipes and cables in area required for lift and for purchase of said steplift. Allow for co-ordinating installation with Terry Lifts and provide onsite attendance.
12. Provide and fit a modular ramp and handrail as supplied by easi-access (or similar) to the front entrance door. Contractor to allow for purchase of ramp and co-ordination with manufacturer/installer during survey and installation.
 13. Provide new 3.6m wide dropped kerb in accordance with current local highways specification and approval (generally in accordance with attached details). To be finished in well compacted tarmac comprising 20mm wearing course (3mm fine-graded to BS 4987 pt. 1 sect. 2) on 45mm base course (20mm open graded to BS4987 Pt. 1 sect. 2) on 175mm type 2 sub-base. *Contractor to obtain price from Highways department and allow for attendance.* Construct a vehicle crossing to Leicestershire County Council Specification.

Sub Total
V.A.T.
Total

Note:

Contractors are to provide suggested lead time from placement of order for the above works to commencement on site and estimated contract period.

Contractors must provide an accurate breakdown of costs per scheduled item and allow for VAT or not as applicable. Failure to do this may render the tender void.

Contractors name

Lead time from placement of order to commencement on site will be Weeks. Estimated Contract Period: Weeks

