

ENGINEERING SERVICES

GD005: Section 278 38 Pre-Start Information supplement to technical approval

Area: Developer Infrastructure

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S278 & S38 Site Works - General notes

Prior to commencing any on-site activities related to a Section 278 agreement, it is imperative that technical approval has been obtained and all associated fees and charges have been paid, with the full agreement being signed and sealed by BBC. Under no circumstances shall any work be undertaken on the existing public highways without a valid agreement in place and road space permits that must be formally reserved through the Bedford Borough Council (BBC) Streetworks Team.

Prior to commencing any on-site activities related to a Section 38 agreement it is essential to secure technical approval, contingent upon the presence of valid planning permission, relevant highway conditions being discharged and further agreement between the developer and BBC.

Prior to the commencement of any on-site activities related to both Section 278 and Section 38 agreements, the developer is obligated to organize a pre-start meeting and provide a comprehensive program of works detailing the anticipated completion date of the highway works. The pre-start meeting shall be attended by the Clerk of Works or the designated engineer responsible for inspecting the site.

S278 & S38 Site Works – Minimum information required for pre-start meeting

1. Contact details of Developer, Designer, Contractor (and Site agent).
2. Emergency / out of hours contact details.
3. Construction Programme for the Highway elements.
4. Pre-Construction Information Pack & Construction Phase Plan.
5. Site induction and specific site hazards / PPE requirements confirmation.
6. NRSWA & Permitting confirmation.
7. TTROs inc. temporary speed limits confirmation.
8. Existing utilities for S278 works with diversions of the existing utilities (also as part of the technical approval process).

S278 & S38 Site Works – Inspections

The developer is required to grant the Clerk of Works from the Bedford Borough Council (BBC) unrestricted access to inspect the ongoing works at all times. Additionally, all material delivery tickets must be readily accessible for inspection by the site Clerk of Works.

In the event that the works are not inspected by BBC, any completed work would be undertaken at the developer's own risk, as it may be deemed unacceptable and consequently necessitate replacement at the developer's expense.

The Clerk of Works will conduct a thorough review of the works on each road encompassed within the adoptable part of the scheme, including but not limited to:

1. Installation of drainage and backfill of trenches (and utility trenches)
 - 1.1. Inspection of all highways drains before backfilling, (including manholes, gullies, pipes).
 - 1.2. Verification of material sources for pipes, gullies, PCC units, cover, and frames, bedding and backfill materials.
 - 1.3. The backfill material for trenches shall be approved prior to works being undertaken.
 - 1.4. Overseeing air test on pipelines (each length between highway manholes).
 - 1.5. Confirming that utilities in footpaths/footways and service margins are laid below formation level; Utilities depths is to NJUG guidance.
 - 1.6. Confirming that manhole covers, gully gratings and all utility covers are D400 class or better.
2. Road and footway formation
 - 2.1. Visual inspection of formation and formation level, visual inspection of materials used/stockpiled for use to ensure they appear to be in accordance with the requirements.
 - 2.2. Crushed concrete / recycled materials always need to be tested with a sample load and certificates provided.

- 2.3. Observing whether the formation is firm and dry, any soft spots are dealt with correctly and recorded, requesting that formation is protected ASAP and that CBR results are provided to the BBC and agreed as part of the technical approval- intervals and locations agreed with BBC.
3. Road and footway subbase
 - 3.1. Verification of approved material source including confirmation of non-frost susceptibility.
 - 3.2. Visual inspection of completed subbase.
 - 3.3. The developer will arrange for CBR and plate bearing test to be carried out at intervals and locations agreed with BBC on top of subbase (usually one per 25m, alternating carriageway lanes).
 - 3.4. And any complicated back fill locations such as adjacent to culverts.
4. Road and footway base, binder, surface course
 - 4.1. Verification of approved material source and supply, check PSV, HRA.
 - 4.2. Inspection of top of the course (potential drainage problems), clean and free of contamination.
 - 4.3. Any temporary surface to be removed and replaced.
 - 4.4. Verification of tack bond.
 - 4.5. Cores to assess thickness, compaction, and bond (1 per paver lane per 100m).
 - 4.6. Any temporary surface to be removed and replaced.
5. Kerb works such as kerb race base and backing and kerbs of different types / plus footway works.
 - 5.1. Inspection of all backfilling and compaction of all pits, service trenches, redundant land drainage, etc.
 - 5.2. Inspection of kerb/channel races, including level and dimensions.
 - 5.3. Verification of correct concrete mix.
 - 5.4. Verification of kerbs/channels from approved source and correct types.
 - 5.5. Inspection of kerb lines, levels and correct types, up stands + line of edgings are dropped at vehicular crossing to prevent excessive gradients on footways.
 - 5.6. Verification of dropped kerbs and tactile crossing point.
 - * All damaged kerbs, channels and edgings shall be replaced prior to the application of carriageway or footway final surface course.
 - * Minor kerb damage highlighted at the pre-adoption inspection stage by BBC, where all surfacing has been completed, may be repaired using a HAPAS approved dedicated epoxy kerb repair product, which preferably incorporates a priming system. A kerb repair is not allowed on any kerbs that have not received the final surfacing. Kerbs with incorrect upstands have to be replaced.

S278 & S38 Site Works – Remedials

Remedial works may be required if it is determined that the constructed work deviates from the approved details or fails to meet the requisite standard of workmanship.

The actual limits of resurfacing works will be agreed on site with the site Clerk of Works to ensure a suitable tie in point is selected. The minimum is 15.0m of resurfacing and the full lane widths.

The Developer is obligated to address all remedial works identified during the snagging inspection, as well as any recommended actions from the Safety Audit that are agreed upon. It is the Developer's responsibility to promptly notify BBC of any remedial activities being carried out on-site. **Failure to notify BBC may result in the non-acceptance of remedial works by BBC.**

S278 & S38 Site Works – Additional Information

1. **Mud on the road:** The developer is hereby reminded that according to the Highways Act 1980, it constitutes an offense to deposit or allow materials, such as mud, clay, lime, or similar substances, to be washed onto a highway. Therefore, the developer is required to take all reasonable measures to ensure that the highway remains free from any such debris during the course of the project. It may be necessary to install wheel washing facilities to ensure that all vehicles departing from the site are adequately cleansed, thereby preventing the deposition of materials onto the highway, in accordance with the management plan submitted as part of the planning process. The utilization of mechanized road sweepers may be mandated if instructed by BBC.

2. **Removal of Improper Materials and Workmanship:** BBC reserves the right, during the course of construction works to issue orders for the removal of any materials found not to comply with the specifications. Additionally, BBC may require the removal and proper re-execution of any work that, in its judgment, has not been constructed in accordance with the approved drawings and/or the specifications.
3. **Limitations of highway inspections:** While Bedford Borough Council's (BBC) highway Clerk of Works will collaborate with developers and provide guidance, it is important to note that they will not:
 - 3.1 Approve changes to the design.
 - 3.2 Undertake any design work.
4. **Developer responsibility:** Throughout the construction and maintenance period, the developer bears responsibility for the roads and paths. This entails ensuring the safety of adoptable roads and paths, repairing any damage they may incur, keeping them clear of mud and construction debris, maintaining the adoptable highway drains in a clean state, and supplying electricity for adoptable street lighting. Additionally, the developer is responsible for mowing adoptable grassed areas and maintaining other adoptable 'soft' landscaping features such as trees, tree belts, and hedgerows, including adherence to winter maintenance.
5. **Connections to existing drains or public sewers:** Before initiating any entry into or alteration of an existing sewer or drain, the Developer is required to secure permission from the relevant Authority responsible for the pipeline or watercourse to which the connection is intended. It should be noted that pipes or conduits exceeding 900mm in diameter are categorized as highway structures.
6. **Geotextiles and membranes:** All membranes, textiles and liners should be designed, manufactured, and installed in accordance with the relevant Standards, Codes of Practice and Manufactures Guidance. They must be selected in accordance with specific site conditions and be fit for purpose. All proposals must have written technical approval from the BBC prior to installation and use.
7. **Dispersal of standing water:** The Developer must ensure the rapid dispersal of water shed onto or enter the site from any source at all times during construction, particularly water which is shed onto the completed subgrade, swales, or other SuDS components under construction. The Developer shall provide within the works where necessary, temporary watercourses, ditches, drains, pumping or other means of maintaining the site clear from standing water.
8. **Tree planting:** Where trees are part of S38 or S278 and die in the first year after planting because of poor quality stock or poor planting method, the developer shall replace the trees within next planting season months.