

2023 SURVEYOR REPORTING GUIDANCE – 2

Stage Visit:	Stage reference on instruction:
'Foundations'	<i>New-Build - Framed 1 – Foundations</i>
	<i>New-Build - Masonry 1 – Foundations</i>
	<i>New-Build - ICF 1 - Foundations</i>
	<i>Reno/Refurb 3 – Underpinning / Foundation work</i>

General:

- Estimated percentage of stage complete?
- Have necessary design drawings, calculations and site investigation reports been received and a Warranty Plan check been completed?
- Details on soil profile, nearby vegetation and requirements for shuttering and heave precautions? (ref. NHBC 4.2, Japanese Knotweed/bamboo etc)
- Any softer ground, change in soil profiles, made ground, buried existing works etc?
- Any concerns regarding contamination and/or have any contamination works been undertaken?
- Weather/temperature concerns
- Are any existing services evident or known to be in the affected vicinity of the foundation works?
- Are there any adjoining structures? Adequate proposals for separate foundations and flexible jointing?
- Was any on-site concrete testing observed?
- Details of any retaining walls or other below-ground structures
- Details of any installed underground drainage

New works: Trenches & Ring Beams:

- Comments on trench dimensions, square, line and level, bottomed out and dry?
- Reinforcement – as designed? Adequate ties, concrete cover and steel lapping/ties from piles to beams etc?
- Do the strip foundations need additional steel mesh reinforcing?
- Piling central to ring beams / as designed?
- Readiness for pour?
- Multiple pours – jointing?
- Concrete QA in place?

New works: Piling:

- Reinforcement – as designed? Adequate ties, concrete cover and steel lapping/ties from piles to beams etc?
- Piling log and relevant testing results provided?
- Readiness for pour?

New works: Raft:

- Oversite compacted, clear and free of water?
- Damp Proof Membrane in place, adequate lap, and taping, undamaged?
- Reinforcement – as designed? Adequate ties and concrete cover?
- Service penetrations - well constructed and sealed adequately?
- Concrete QA in place?

Existing works:

- Is underpinning required? Number of bases and number inspected.
- Extension work - Adequate proposals for separate foundations and flexible jointing?
- Concrete QA in place?

Summary:

- Is a revisit required due to complex works, site issues or works not progressed adequately? **High Risk Remediation** if additional visit required.
- Are photos required of unseen work? – add to remediations. **High Risk** or **Other Risk** depending on severity. See '*2023 Surveyor Reporting Guidance – Remediations*'

Photos:

- Progress of the build is covered photographically in its entirety. Photos include wider scope and contextual shots as well as details. Please can photos be labelled so that we can reference them with the narrative accurately.

The below table indicates the documentation and certification BZSS will require at completion.

<i>Shaded Blue - Always applicable if relevant project type/scope</i>	<i>Shaded Orange - Will be included on the instruction if required</i>
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Project Element / Phase	Guidance on documentation/certification required	Date Introduced
Warranty Plan Check	A plan check is expected for TA and CHS warranty projects. Drawings and calculations to be obtained from the client on instruction. Plan check carried out and sent to BZSS prior to the first site visit. Generally, warranty covers Approved Docs A, C, H, J, M. A Building Control Plan check document is adequate for BCTA and ITA instructions. Projects within 500m of the sea or classed as “exposed”, a further check is required as to the use of materials for the developments’ location	N/A - All Live projects
Site Investigations	If a site/project is deemed to require site investigation, these are to be provided to BZSS. The degree of investigation is to be confirmed dependant on site conditions, and requirements communicated in the survey report/remediations tracker. The investigation should enable a foundation to be designed.	N/A - All Live projects
Radon/Mining	If a site/project is deemed to require an enhanced site investigation, including but not limited to mining, Cheshire Brine or Radon; these are to be provided to BZSS. The degree of investigation/protective measures are to be confirmed dependant on site conditions, and requirements communicated in the survey report/remediations tracker.	N/A - All Live projects
Piling	All relevant installation and testing documentation demonstrating piles are installed as per structural design and suitable for intended loads. This may include pile logs, concrete cube and slump tests and pile testing results etc.	N/A - All Live projects
Below ground tanking	Installation by a suitably qualified person with appropriate PI. Details to be provided. IBG to be provided. <i>(Not Applicable for SBZ (SA...) or BuildCare (BA...) projects; or Build-Zone (BZ...) non-habitable space)</i> <i>Insurance Backed Guarantee - a financially adequate Insurance Backed Guarantee covering both the materials and workmanship, valid for at least 10 years from the date of practical completion. A product guarantee is not sufficient but still needs to be collected as works in conjunction with the IBG policy.</i>	N/A - All Live projects
Concrete - Delivery notes and Slump Tests	Evidence of a slump test carried out on site is to be provided, alongside a copy of the concrete delivery note/s or other QA records.	N/A - All Live projects
Concrete - Insitu Cube Testing	For developments of 2 or more units - evidence of concrete cube testing results to be provided	N/A - All Live projects
All new underground drainage.	Where possible, surveyors to review new underground drainage laid to falls and on suitable support. Appropriate line and levels to outfall to be noted. If not reviewed on site prior to backfill, photos should be provided. A CCTV survey should be provided if photos are not available. <i>*Also see completion notes re. drainage testing.</i>	N/A - All Live projects
Substructure Masonry - Mortar batch testing	The Developer is to arrange at regular intervals during the work, mortar batch testing and provide the results to BZSS's Technical Auditor	N/A - All Live projects