





PRODUCTION SITE CLOSURE

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PRODUCTION SITE CLOSURE

NEW

When completing site closure, one of the most important considerations is forward planning. The first instance of when this is considered is during the Production planning process. It is important that during the final six months of a site we maintain a safe build interface with consideration to location of materials, compound size / location and parking for the site. For our customers and the community, we must ensure that we leave our sites to a high standard representative of the TW brand.

PRODUCTION SITE CLOSURE PROGRAMME

The Production Site Closure Programme is a mandatory document which should be completed by Production Site Management starting six months before leaving site. This form should be completed, signed and handed to the Adoptions Manager / Technical Lead for the site. The form is in addition to the Site Close Out procedures already undertaken by the BU. The programme is Production's official close out documentation. All works on site should be inspected and a schedule of remedials produced. The remedials list should be completed, re-inspected and approved / signed off as complete before leaving the site.

PRODUCTION SITE CLOSURE PROGRAMME



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MONTH 6 – SITE MEETING ARRANGED BY PRODUCTION DATE:	
MONTH 2 – SIGN-OFF OF ADOPTIONS CHECKLIST DEADLINE DATE:	
SITE DETAILS (PHASE OR BY ROAD NAMES):	

SEWERAGE

S98	<input type="checkbox"/>		
S104	<input type="checkbox"/>		
S185	<input type="checkbox"/>		
		DATE	SIGNED
Pumping stations: M&E commissioning Hardcopy O&M manual Callout contract set up Land transfer Davit socket and pump serial numbers Keys to gate and kiosk Telemetry monitoring contract	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
SUDS/outfall: Headwalls constructed and discharge clear Flow control and interceptors constructed and operational As Builts available Discharge consents Remedials complete	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
Sewers FW/SW: Air test results (including rising mains) Sewers jetted / run clear of construction debris As Builts available CCTV survey All connections made	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
Manholes: Confirm water authority visits during works (frequency): Water Authority Inspection Sheet (first/third/maintenance): Taylor Wimpey inspection of manholes in the absence of Water Authority	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
RECORD Minutes/Actions Item 1 -		ACTION BY	DUE DATE



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HIGHWAYS			
S278	<input type="checkbox"/>		
S38	<input type="checkbox"/>		
		DATE	SIGNED
Road safety Audits:			
Stage 3	<input type="checkbox"/>		
Stage 4	<input type="checkbox"/>		
Lighting:			
Correct positions	<input type="checkbox"/>		
All connected	<input type="checkbox"/>		
Test certificates	<input type="checkbox"/>		
Correct planting depths	<input type="checkbox"/>		
Numbered	<input type="checkbox"/>		
Painted	<input type="checkbox"/>		
Signage:			
Road name plates correct	<input type="checkbox"/>		
Test certificates if lit	<input type="checkbox"/>		
Correct positions	<input type="checkbox"/>		
Highway drainage:			
Correct gully positions	<input type="checkbox"/>		
All drain runs jetted and Clear	<input type="checkbox"/>		
CCTV survey available	<input type="checkbox"/>		
Highway finishing:			
Kerbing remedials	<input type="checkbox"/>		
Tactiles/corduroy	<input type="checkbox"/>		
Ironworks raised	<input type="checkbox"/>		
Temporary works removed	<input type="checkbox"/>		
All raised tables/blockwork installed	<input type="checkbox"/>		
Service margins and lighting pads	<input type="checkbox"/>		
vis-splays clear	<input type="checkbox"/>		
White lining completed	<input type="checkbox"/>		
Sacrificial construction replaced	<input type="checkbox"/>		
Highway trees planted	<input type="checkbox"/>		
Soft verges under maintenance	<input type="checkbox"/>		
Roads swept and clear of weeds	<input type="checkbox"/>		
Tree grills/root barriers	<input type="checkbox"/>		
Surface course laid in footways	<input type="checkbox"/>		
Surface course laid in carriageways	<input type="checkbox"/>		
Asphalt delivery certificates	<input type="checkbox"/>		
CBR/plate bearing materials test results	<input type="checkbox"/>		
CDM H&S file provided	<input type="checkbox"/>		
Utility covers inspected e.g. BT	<input type="checkbox"/>		
Highway inspection records	<input type="checkbox"/>		
RECORD		ACTION BY	DUE DATE
Minutes/Actions			
Item 1 -			

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PUBLIC OPEN SPACES			
S106 LPA/PC MANCO	<input type="checkbox"/> <input type="checkbox"/>		
		DATE	SIGNED
Play Areas: Installed ROSPA inspection Open to public Remedials complete LPA Inspection Keys handover	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
Communal areas: Shared driveways complete Shared parking complete Fences	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
Landscaping: Complete Within 12 months since planting LPA inspection	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
RECORD Minutes/Actions Item 1 -		ACTION BY	DUE DATE



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GENERAL COMMENTS

AREAS OF OUTSTANDING REMEDIAL ACTION

FINAL DOCUMENT SIGN OFF

Adoptions Manager:

Site Manager:

Principle Contractor Manager/Supervisor:

Production Manager:

Quantity Surveyor:

