

SITE SURVEY REPORT

Foundation and Footing Inspection

Prepared for	Cherwell Vale Homes Ltd
Date	21 Oct 2026
Site	Plots 12 to 15, Meadow Rise, Bicester
Prepared by	R. Achterberg

FORM

Foundation and Footing Inspection**1. Inspection details**

Project	Plots 12 to 15, Meadow Rise, Bicester: foundation inspection (completed example)
Site address	Plots 12 to 15, Meadow Rise, Launton Road, Bicester OX26
Client or owner	Cherwell Vale Homes Ltd
Location (GPS)	51.9017, -1.1408
Plot, unit or building	Plots 12 to 15, terrace of four
Inspection date	21 Oct 2026
Inspected by	R. Achterberg
Inspecting as	Site manager or superintendent
Contractor doing the work	Hartwell Groundworks Ltd
Building control regime	England: Building Regulations 2010
Permit or building control reference	Building control ref BC/26/0418
Type of inspection	Before the building control inspection
Drawings and revisions inspected against	Foundation layout S-001 rev C, details S-010 rev B
Deepest excavation today (m)	1.15

This is a site inspection record for foundations and footings. It is not building control approval, an engineer's sign-off or a test certificate. Sizes, spacings, fixings and test values come from the drawings, the specification and the code your building department enforces.

2. Set-out and excavation

UK (CDM 2015). Where an excavation has supports or battering, no work is done in it until a competent person has inspected it at the start of the shift, after anything likely to have affected its strength or stability, and after any material has fallen or been dislodged (regulation 22(4)). If the inspector is not satisfied, they must tell the person they inspected for before the end of the shift and write a report (regulation 24).

Set-out checked against the drawings	Acceptable
Bottom of excavation clean, level and free of loose material, water and mud	Acceptable

Bearing ground as expected, no soft spots, fill, roots or services Action needed

What needs doing, or why not checked Soft clay pocket about 2 m long at the plot 15 rear corner, trench taken down a further 150 mm. Engineer to confirm before concrete.

Excavation sides stable, supported or battered Acceptable

Edge protection and barriers in place Action needed

What needs doing, or why not checked Open pad excavation at the plot 12 bay window has no barrier on the road side. Fence it before anyone leaves for the day.

Safe way in and out of the excavation Acceptable

Spoil and materials kept back from the edge Acceptable

Water controlled (pumping, drainage, no undermining) Acceptable

Excavation items needing action 2

Not checked 0

Photos of the excavation and its sides



3. Footings, reinforcement and formwork

England. Building control can require you to tell them when set stages are reached and can set a period during which the work must not be covered up (Building Regulations 2010, regulation 16(3)). Check the stages in your notice before covering anything.

Footings 1: Front wall, plots 12 and 13, grid A1 to A4

Footing or grid reference Front wall, plots 12 and 13, grid A1 to A4

Type	Strip or trench fill
Design width (mm)	600
Measured width (mm)	600
Design depth below ground (mm)	1000
Measured depth (mm)	1000
Size against design	At or above design
Reinforcement bar size, spacing and laps to the drawings	Not applicable
Cover spacers and chairs in place, bars supported and tied	Not applicable
Starter bars, dowels and anchor bolts set to position and level	Not applicable
Formwork true, braced and clean	Not applicable
Ducts, sleeves and drainage through the foundation in place	Acceptable
Damp-proof membrane, radon or gas barrier laid where specified	Not applicable

Footings 2: Rear wall, plot 15, grid D3 to D4

Footing or grid reference	Rear wall, plot 15, grid D3 to D4
Type	Strip or trench fill
Design width (mm)	600
Measured width (mm)	560
Design depth below ground (mm)	1000
Measured depth (mm)	1150
Size against design	Smaller than design
Reinforcement bar size, spacing and laps to the drawings	Not applicable
Cover spacers and chairs in place, bars supported and tied	Not applicable
Starter bars, dowels and anchor bolts set to position and level	Not applicable
Formwork true, braced and clean	Not applicable

Ducts, sleeves and drainage through the foundation in place	Acceptable
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Damp-proof membrane, radon or gas barrier laid where specified	Not applicable
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Footings 3: Ground beam GB-2 over the plot 14 drain run

Footing or grid reference	Ground beam GB-2 over the plot 14 drain run
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Type	Pile cap or ground beam
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Design width (mm)	450
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Measured width (mm)	450
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Design depth below ground (mm)	600
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Measured depth (mm)	610
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Size against design	At or above design
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Reinforcement bar size, spacing and laps to the drawings	Acceptable
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Cover spacers and chairs in place, bars supported and tied	Acceptable
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Starter bars, dowels and anchor bolts set to position and level	Acceptable
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Formwork true, braced and clean	Action needed
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What needs doing, or why not checked	Brick and block rubble dropped inside the cage along the far end. Clear it out before the pour.
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Ducts, sleeves and drainage through the foundation in place	Acceptable
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Damp-proof membrane, radon or gas barrier laid where specified	Not applicable
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Photos of the excavation, reinforcement and tape



Footing items needing action	2
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Footings smaller than design	1
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Footing items not checked	0
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A footing is smaller than the design. Do not pour until the engineer or designer has said what to do, in writing.

4. Ready to pour

Engineer or designer has seen any unexpected ground or change?	No
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Concrete ordered to the specified mix?	Yes
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Specified mix or strength	Trench fill mix as note 4 on S-001
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Ready for concrete?	No
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What is holding the pour	Engineer to confirm the plot 15 soft spot and the narrow trench, and GB-2 to be cleaned out.
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5. Result, actions and sign-off

Items needing action	4
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Result	Action needed before the pour
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Do not cover up or move on to the next stage until the actions marked "Urgent" or "Before cover-up" are done and re-inspected.

Actions 1: Fence the plot 12 pad excavation on the road side.

Action	Fence the plot 12 pad excavation on the road side.
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Priority	Urgent: stop work
Who will do it	Hartwell Groundworks
Due by	21 Oct 2026
Status	Done, re-inspected

Actions 2: Engineer to confirm the plot 15 soft spot and whether the 560 mm trench can stay or must be widened to 600 mm.

Action	Engineer to confirm the plot 15 soft spot and whether the 560 mm trench can stay or must be widened to 600 mm.
Priority	Before cover-up
Who will do it	K. Mensah, Ridgeway Structures
Due by	22 Oct 2026
Status	In progress

Actions 3: Clear the rubble out of the GB-2 cage and photograph it clean.

Action	Clear the rubble out of the GB-2 cage and photograph it clean.
Priority	Before cover-up
Who will do it	Hartwell Groundworks
Due by	22 Oct 2026
Status	Open
Actions still open	2
Decision	Not ready: re-inspect
Re-inspection date	22 Oct 2026
Building control or code inspection booked?	Yes
Date booked for	23 Oct 2026
Summary for the client	Plots 12 and 13 front wall ready. Plot 15 rear wall narrower than drawn and deepened past a soft spot, waiting on the engineer. GB-2 needs cleaning out. Pad excavation now fenced.
Inspector name	R. Achterberg

Inspector signature

R. Achterberg

Contractor representative

T. Hollis

Contractor signature

T. Hollis

Signing records what was seen on the day. It does not certify compliance or replace the building control inspection.