

CONSTRUCTION (DESIGN AND MANAGEMENT) REGULATIONS (CDM) 2015

Pre Construction Information
Contract: Building Refurbishment
Project: 49-59 Old Street EC1V 9HX



ISLINGTON



49-59 Old Street

Project Reference Number:

Collated By: Mick Neal

Date of Issue: October 2017

Revised:

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REFERENCES	
No	Description
1.0	CONSTRUCTION (DESIGN AND MANAGEMENT) REGULATIONS (CDM) 2015
2.0	L153 Managing Health & Safety In Construction
3.0	Health and Safety Executive (HSE) http://www.hse.gov.uk/
4.0	Work at Height Regulations 2005
5.0	TG 20:13 Good practice for tube and fitting scaffolding
6.0	The Regulatory Reform (Fire Safety) Order 2005 (officially listed as The Regulatory Reform (Fire Safety) Order 2005 S.I. 2005 No. 1541)
7.0	HSE – (HSG 168) Fire Safety in Construction
8.0	HSE – (L138) Dangerous Substances and Explosive Atmospheres Regulations 2002 Approved Code of practice.
9.0	Fire Prevention On Construction Sites the Joint Code of Practice on the Protection from Fire of Construction Sites and Buildings Undergoing Renovation.

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1.0	Project Details		
1.1	Principal Designer	Islington Council Northway House 257-258 Upper Street London N1 1RU Tele: 020 7527 2000 Email: healthandsafety@islington.gov.uk	
1.2	Client	Islington Council Northway House 257-258 Upper Street London N1 1RU Tele: 020 7527 2398 Email:fiona.monkman@islington.gov.uk	
1.3	Designer		
1.4	Project Officer/Client Representative:	Fiona Monkman	
1.5	Construction H&S Coordinator	Islington Council Northway House 257-258 Upper London N1 1RU Tele: 020 7527 4609 Email:Michael.neal@islington.gov.uk	
1.6	Principal Contractor	TBC	
1.7	Future use of Structure(s):		
	Residential <input type="checkbox"/>	Workplace <input checked="" type="checkbox"/>	Other (Please describe below) <input type="checkbox"/>
2.0	CDM Notification F10 -		Copy of F10 – Appendix 1.0
	Date Initial F10 sent to HSE		
	Date Additional F10 sent to HSE		
	F10 copied to;	Client (Project Officer)	<input type="checkbox"/>
		Designer	<input type="checkbox"/>
		Principal Contractor	<input type="checkbox"/>
3.0	Site Address(s) and Tenure 49-59 Old Street EC1 9HX		
3.1	Leasehold Properties: N/A		

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4.0	<p>Proposed Works:</p> <p>External: Replacement of existing Crittall windows, External Brick cleaning, External concrete repairs, Replacement of external doors, Installation of new steel staircase up to roof level, Installation of roof terraces, including new glass balustrade, Repairs to roof covering at first and seventh floor roofs, New bike storage facilities.</p> <p>Internal: Demolition of internal partitions, New doors throughout, New washroom accommodation, New plasterboard partitions, Decoration throughout, New floor coverings throughout, New ground floor disabled WC facilities, New ground floor shower facilities.</p> <p>Services Re-wiring throughout, New fire alarm system, New Chubb security & intercom system to each business unit, New air conditioning system throughout.</p>
4.1	<p>Possible Additional Works:</p>

5.0	<p>Key Project Dates</p> <table border="1"> <tr> <td>Date of Contract Allocation to PC</td><td>To Be Decided</td></tr> <tr> <td>Planning and Mobilisation Period</td><td>To Be Decided</td></tr> <tr> <td>Date of Site Possession</td><td>To Be Decided</td></tr> <tr> <td>Estimated Start Date</td><td>To Be Decided</td></tr> <tr> <td>Construction Period</td><td>To Be Decided</td></tr> <tr> <td>Estimated Completion Date</td><td>To Be Decided</td></tr> </table>	Date of Contract Allocation to PC	To Be Decided	Planning and Mobilisation Period	To Be Decided	Date of Site Possession	To Be Decided	Estimated Start Date	To Be Decided	Construction Period	To Be Decided	Estimated Completion Date	To Be Decided
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6.0	<p>Site Waste Management Plan</p> <p>Although the Site Waste Management Plan Regulations 2008 have been revoked, Islington Borough Council still expect contractors to comply to the spirit of this practice and produce a Site Waste Management plan</p> <p>The Contractor must comply with Sections 60 and 61 of the Control of Pollution Act 1974, the Environmental Protection Act 1990, Clean Air Act 1993, Environmental Protection (Duty of Care) Regulations 1991(amended 2003) The contractor should follow the Government guidelines PPG6 (Construction and demolition sites).</p> <p>The Contractor must comply with Control of Pollution (Oil Storage) (England) Regulations 2001</p>
6.1	<p>Decisions need to be taken prior to the drafting of a SWMP by the Principal Contractor & the Project Manager regarding the nature of the project, its design, construction method or materials employed in order to minimise the quantity of waste produced on site.</p>

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6.2	Declaration The client and principal contractor will take all reasonable steps to ensure that materials will be handled efficiently and waste managed appropriately.												
7.0	Project Health and Safety Goals <ul style="list-style-type: none"> To establish a positive and proactive project team with excellent communications both internally and with residents To make the construction phase of the project a positive experience for all Reduce the risk of injury or accidents and positively promote Health and Safety through all phases of the project 												
	<table> <tr> <th></th><th><i>Goal</i></th></tr> <tr> <td>Principal Contractors will strive to achieve an excellent rating on ISLINGTON COUNCIL Health and Safety Site Audits</td><td>90 – 100%</td></tr> <tr> <td>Carry out visits to local schools to promote safety awareness among local children (where applicable)</td><td>Contractor to assess</td></tr> <tr> <td>Operatives to have CSCS card certification related to their job</td><td>100%</td></tr> <tr> <td>Principal Contractors will ensure all site operatives and visitors receive a site safety induction</td><td>100%</td></tr> <tr> <td>Principal Contractors will ensure all site operatives receive regular tool box talks on a range of site specific safety issues</td><td>At start and when required.</td></tr> </table>		<i>Goal</i>	Principal Contractors will strive to achieve an excellent rating on ISLINGTON COUNCIL Health and Safety Site Audits	90 – 100%	Carry out visits to local schools to promote safety awareness among local children (where applicable)	Contractor to assess	Operatives to have CSCS card certification related to their job	100%	Principal Contractors will ensure all site operatives and visitors receive a site safety induction	100%	Principal Contractors will ensure all site operatives receive regular tool box talks on a range of site specific safety issues	At start and when required.
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8.0	Accident, Incident and Near Miss Reporting <ul style="list-style-type: none"> Principal Contractors will provide details of any incidents reportable to the Health and Safety Executive under the Reporting of Injuries. Principal Contractors will provide details of any incidents reportable/related to the, Disease and Dangerous Occurrence Regulations 2013. Report to the CFST as soon as reasonably practicable. A copy of the F2508 will be sufficient in the majority of cases Serious near miss incidents must also be reported to the project CFST, who will complete an internal incident report form (IRIS) 												
9.0	Existing Records												

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9.1	CDM Health and Safety File (Previous H&S file available?)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
9.2	Location of Services (e.g. Gas, Water, Electric)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
9.3	Drawings / Floor plans	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
9.4	Asbestos Register/Surveys	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
9.6	Fire Risk Assessment	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
9.7	Structural Engineers report	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
10.0	Site History	Building was used as commercial offices/activities.		
10.1	Issues affecting form and stability of existing structure(s)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
10.2	Structural Modifications	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
10.3	Ground movement/shrinkage	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unknown <input checked="" type="checkbox"/>
10.4	Fire Damage	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unknown <input checked="" type="checkbox"/>

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11.0	<p>Existing Environment /Ground Conditions</p> <p>The building is situated on the busy Old Street on the outskirts of the City of London. Access for deliveries to the front of the building is limited as there is a bus stop outside the front entrance, however there is an access road to the rear of the building that is below the pavement level of Old Street that can be used to deliver/remove materials.</p> <p>The access road must be kept clear at all times for other commercial vehicles that deliver and the emergency services.</p> <p>Welfare facilities will need to be established within the building.</p> <p>There is an existing commercial let that is part of the building structure that will need to be kept informed of the refurbishment progress so that it does not interfere with their business.</p> <p>The contractor is required to provide drawing / sketch of proposed site set up for each stage to client rep / Principal Designer before site compound being set up on site.</p> <p>Storage of materials should be secure and no materials/waste should be left within the compound unsecured.</p> <p>Contractors should be mindful of parking arrangements and parking permit policy. Consideration should be given to other construction works that might be taking place close to the site and nearby local schools. The use of machinery and deliveries of materials, plants etc. will need to be monitored closely at all times.</p>
12.0	Existing Services: Yes
12.1	Drainage: Yes
12.2	Electrical Supply: Yes
12.3	Gas Supply: Yes
12.4	Water supply: Yes
12.5	Telecommunications: Yes
12.6	<p>Mobile Phone Base Stations:</p> <p>Contractors working in the vicinity of mobile phone base station masts should liaise with operators and observe safety guidelines. Isolation of masts may be required in some cases (i.e. scaffolding erected).</p>

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13.0	<p>Welfare Arrangements and First Aid</p> <p>The Principal Contractor must provide suitable and sufficient welfare and first aid arrangements for operatives and visitors, prior to the commencement of works on site and for the duration of the project.</p> <p>It must be ensured that sufficient welfare facilities including Showers & Drying/changing room and storage facilities are in place.</p> <p>The location of the site compound and welfare facilities must be agreed by the project team, in liaison with the local Area Housing Office. Agreement must also be sought from the AHO if existing facilities (including power and water) are to be used.</p> <p>Arrangements for welfare and first aid provision, including supply of necessary services must be detailed in the Construction Phase Plan.</p>
14.0	<p>Site Security and Signage</p> <p>The Principal Contractor will ensure that site compounds and any associated storage/waste areas are adequately secured at all times. In addition;</p> <ul style="list-style-type: none">▪ Suitable hazard warning signage is to be displayed prominently around the site▪ ISLINGTON COUNCIL service signboard to be erected as directed by the Client Representative (CR)▪ Close board 2.4m high fencing painted in colours to be agreed by the CR should be erected (when required) and maintained throughout the project.▪ Other measures that should be considered but not limited to are: CCTV, Security Patrols, Remote Alarms and External Lighting. <p>Information to be displayed</p> <p>The Principal Contractor, or person in control of the site, is required to make arrangements to ensure that the following information is made clearly visible at all times on site, in the form of an information board or sign:</p> <ul style="list-style-type: none">▪ Local Authority with name who has given the authority▪ Name of Client▪ Name of Principal Contractor and contact details of site Manager.▪ Emergency 24 hr contact number▪ Insurance Details▪ Site Progress Info Board.

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15.0	<p>Work at Height (Access Equipment and Scaffolding)</p> <p>Principal Contractors will need to assess the most suitable means of access equipment but must also consider the possibility of unauthorised access. For this reason, equipment such as mast climbers, mobile elevated work platforms and other types of access equipment maybe more desirable depending on the ground and site conditions and the type of work required.</p> <p>All work at height must be carried out in accordance with the Work at Height Regulations 2005, and arrangements must be detailed in the Construction Phase Plan. Contractors must ensure that suitable and sufficient risk assessments have been completed and those persons installing and operating such equipment are appropriately trained and competent.</p> <p>Contractors must discuss and agree methods of access and associated risk assessments with the design team.</p>
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16.0	<p>Scaffolding – General</p> <p>Where scaffolding is the preferred method of working at height, all scaffolding must comply to the following standards:</p> <p>It is a requirement of the Work at Height Regulations 2005 that unless a scaffold is assembled to a generally recognised standard configuration, e.g. NASC Technical Guidance TG20 for tube and fitting scaffolds or similar guidance from manufacturers of system scaffolds, the scaffold should be designed by bespoke calculation, by a competent person, to ensure it will have adequate strength, rigidity and stability while it is erected, used and dismantled.</p> <p>At the start of the planning process, the user should supply relevant information to the scaffold contractor to ensure an accurate and proper design process is followed. Typically, this information should include:</p> <ul style="list-style-type: none">• site location• period of time the scaffold is required to be in place• intended use• height and length and any critical dimensions which may affect the scaffold• number of boarded lifts• maximum working loads to be imposed and maximum number of people using the scaffold at any one time• type of access onto the scaffold e.g. staircase, ladder bay, external ladders• whether there is a requirement for sheeting, netting or brick guards• any specific requirements or provisions e.g. pedestrian walkway, restriction on tie locations, inclusion/provision for mechanical handling plant e.g. hoist)• nature of the ground conditions or supporting structure• information on the structure/building the scaffold will be erected against together with any relevant dimensions and drawings• any restrictions that may affect the erection, alteration or dismantling process• reference number, date etc. to enable recording, referencing and checking <p>All scaffolding must be erected, dismantled and altered in a safe manner. This is achieved by following the guidance provided by the NASC in document SG4 'Preventing falls in scaffolding' for tube and fitting scaffolds or by following similar guidance provided by the manufacturers of system scaffolding.</p> <p>For scaffolds that fall outside the scope of a generally recognised standard configuration the design must be such that safe erection and dismantling techniques can also be employed throughout the duration of the works. To ensure stability for more complex scaffolds, drawings should be produced and, where necessary, these may need to be supplemented with specific instructions.</p> <p>Any proposed modification or alteration that takes a scaffold outside the scope of a generally recognised standard configuration should be designed by a competent person and proven by calculation.</p> <p>*Debris netting – Where identified as a requirement via risk assessment, debris netting must be adequately secured to scaffolding toe boards using battens, cable ties or staples.</p> <p>*Monoflex – Where required, must be incorporated into overall scaffolding design and should be attached to the outside of the scaffolding using 'rip' ties to prevent excessive wind loading. Both debris netting and Monoflex must be appropriately maintained throughout the life of the project</p>
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16.1 Scaffold structures that normally require bespoke design Includes:

- All shoring scaffolds (dead, raking, flying)
- Cantilevered scaffolds
- Truss-out Scaffolds
- Façade retention
- Access scaffolds with more than the 2 working lifts
- Buttressed free-standing scaffolds
- Temporary roofs and temporary buildings
- Support scaffolds
- Complex loading bays
- Mobile and static towers
- Free standing scaffolds
- Temporary ramps and elevated roadways
- Staircases and fire escapes (unless covered by manufacturer's instructions)
- Bridge scaffolds
- Towers requiring guys or ground anchors
- Pedestrian footbridges or walkways
- Slung and suspended scaffolds
- Protection fans
- Pavement gantries
- Marine scaffolds
- Power line crossings
- Lifting gantries and towers
- Radial / splayed scaffolds on contoured facades
- System scaffolds outside manufacturers guidance
- Sealing end structures (such as temporary screens)
- Temporary storage on site
- Masts, lighting towers and transmission towers
- Rubbish chute

Any scaffold structure not mentioned above that falls outside the 'compliant scaffold' criteria in TG20-13 or similar guidance from manufacturers of system scaffolds.

17.0 Scaffolding – Prevention of unauthorised access

- Constructors must ensure all reasonably practicable measures are taken to deter and prevent unauthorised access to scaffolding.
- Constructors should use roll mesh fencing, heras type fencing or other appropriate materials securely fixed to prevent unauthorised access onto scaffolding from ground floor level, communal balconies and private balconies.
- Protective measures must be applied as scaffolding is erected and removed as late as possible during dismantling.
- Constructors must complete suitable and sufficient risk assessments using the estate profile information provided. The constructors RLO should develop the estate profile information during the construction phase.
- Constructors may need to consider fire safety implications associated with security measures.

Scaffolding Security guidance:

Where possible, alternative access equipment such as MEWP's, Mast Climbers & cradles should be used in preference to scaffolding as they reduce the risk of unauthorised access

18.0 Site Enclosures

Heras Style Fencing (small portable areas)

- Anti-climb mesh ensures compliance with HSG151 recommendations
- Nominal dimensions are 2.0m high x 3.5m wide.

Timber Site Hoarding Fencing

1. Wooden - Free Standing Fixed to Bulk Timbers (excavate post and concrete in)
2. Wooden - Free Standing with 1 Tonne Ballast Counterweight
3. Wooden - Free Standing - Bulk Timber & Concrete Kentledge Block

All panels to be Screw fixed to posts

You can also upgrade the plywood sheets to 18mm thick or even marine grade plywood to increase the longevity of the fence.

Regulation 19 - Stability of structures

(1) All practicable steps must be taken, where necessary to prevent danger to any person, to ensure that any new or existing structure does not collapse, due to the carrying out of construction work:

(a) may become unstable

(b) Temporary state of weakness or instability.

(2) Any buttress, temporary support or temporary structure must:

(a) Designed and installed and maintained so as to withstand any foreseeable loads which may be imposed on it.

(b) Used for the purposes for which it was designed, and installed and is maintained.

(3) A structure must not be so loaded as to render it unsafe to any person.

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19.0	Construction Materials			
	Materials requiring specific precautions e.g. heavy items:			
20.0	Asbestos			
		Description	Appended to this document	
	Block Summary	The block summary is developed using data from historical surveys, which provides a comprehensive overview of all locations of asbestos containing materials (ACM's)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Register	The register is developed using data from historical surveys, which provides a detailed property by property list of locations, material type, condition and current known status of all ACM's.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	Survey Report (Common Areas)	A full Management survey report may also be available detailing the common parts of blocks.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
21.0	Asbestos Information			
	<p>The Principal Contractor / Principal Designer / CFST / CR must review the information provided in the light of the proposed works and assess whether the information is adequate or if a Demolition / Refurbishment survey will be required.</p> <p>Principal Contractor will develop the information in the Construction Phase Plan and detail any asbestos works required including method statements and risk assessments for review by ISLINGTON COUNCIL Health & Safety Group.</p> <p>Principal Contractors must have competent staff who have attended appropriate asbestos awareness training.</p> <p>Compliance with Islington Council's <u>Asbestos Policy</u> is Mandatory.</p> <p>Standard Plans of Work are available as a MINIMUM REQUIREMENT anyone Checking Contractors Method Statements and Supervising/ Inspecting any work being undertaken must ensure that the minimum standards have been applied.</p>			

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22.0	<p>Asbestos Emergencies</p> <p>If suspect asbestos or any other hazardous material is found after works have commenced, the Principal Contractor / CR / Principal Designer /CFST must cease any work, which could disturb or damage the suspect material. They should then notify ISLINGTON COUNCIL Health & Safety Group and/or Corporate Asbestos Services Team, who will make the necessary arrangements for the testing and analysis of the suspect materials.</p> <p>The Principal Contractor / CR / Principal Designer/CFST must then liaise with ISLINGTON COUNCIL Health & Safety Group to agree the safe repair or removal and disposal of the asbestos material by a licensed contractor.</p> <p>Upon completion of works the Principal Contractor / CR / Principal Designer / CFST will ensure that Asbestos Works Details Forms and any Air Test Certificates etc. are completed and returned to the Corporate Asbestos Database Team.</p> <p>Details of all asbestos material remaining in the building must also be included in the Health & Safety File, where appropriate.</p> <p>Contacts asbestosdatabase@islington.gov.uk Telephone: 0207 527 3343/3336 healthandsafety@islington.org.uk Telephone: 0207 527 2387/4609/8540</p>
23.0	<p>Overlap with Client's Undertakings</p> <p><i>The Principal Contractor, or person in control of the site must liaise and cooperate with other Islington Contracts that may be taking place on site.</i></p>
24.0	<p>Site Rules/Conditions</p> <p>Hours of Work: 08.00 - 17.00 Monday to Friday. Weekend working hours to be agreed with Principal Designer, CFST and the client.</p> <p>There will be no noisy working outside of these hours (including Weekends or Public / Bank Holidays.) Work outside of these hours will only be considered where possession of roads is necessary for access, or for reasons of safety and will be negotiated with ISLINGTON COUNCIL</p>

25.0	<p>Sustainability</p> <p>Contractors:</p> <ul style="list-style-type: none">• Are to devise and implement a comprehensive Site Waste Management Plan• Should ensure that only correct amounts of materials are ordered to minimise use and reduce waste materials.• Waste materials must be kept to a minimum and every effort must be made to ensure materials can be re-used wherever possible.• Must ensure the recycling of waste materials through separation of metals, wood, glass etc. or by off-site sorting of recyclable materials.• Dispose of waste materials to landfill must be avoided wherever possible.• Are expected to implement an environmental management system and to comply with environmental legislation, prevent pollution and that resources are used efficiently and effectively.• Are expected to source sustainable products through supply chain management and should highlight and maximise opportunity for sustainable development wherever possible.• Must ensure that appropriate systems are in place to deal with spills of chemicals, paints or oils etc. to avoid pollution of rivers, streams or groundwater.• Should ensure that biodiversity is protected, enhanced and promoted wherever practicable.• Should ensure that environmentally friendly transport modes are promoted and used wherever possible.
26.0	<p>Noise & Vibration</p> <p>Noise and vibration are anticipated to be minimal for the type of work proposed. However, where they do occur they should be kept to a minimum and where necessary noise monitoring should be undertaken.</p> <p>Every effort should be made to reduce noise and vibration, but where such work cannot be avoided hours should be restricted to 09.00 – 12.00 & 14.00 – 17.00.</p> <p>Noise monitoring should be carried out where noise is likely to exceed action levels.</p> <p>The effects of noisy work can be reduced by implementing a range of control measures that should start with tackling the source and end in provision of personal protection.</p> <p>Contractors must inform residents of the time and duration of noisy work and why it is necessary.</p> <p>Suitable noise refuge and buffer zones may need to be considered.</p>

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27.0	<p>Dust</p> <p>Dust and debris must be kept to a minimum. Dust suppression techniques such as exhaust ventilation and water suppression must be implemented to minimise dust levels. Residents must be informed of works likely to generate levels of dust so that windows can be closed or other control measures added by the contractor such as sheeting windows and vents.</p> <p>Caution: when sheeting windows and vents the contractor must risk assess the possibility of fumes such as carbon monoxide etc.</p>
28.0	<p>Transport Management, Plant and Machinery</p> <ul style="list-style-type: none">▪ Segregate pedestrians and vehicles wherever possible▪ Divert site traffic away from pedestrian areas where possible▪ Minimise or control reversing▪ Try to provide space for deliveries within site compound▪ Ensure safe access for pedestrians around delivery vehicles/trailers▪ Restrict delivery times to avoid busy times, such as school opening /closing▪ Use banks-men to control and direct vehicles▪ Advise suppliers of traffic routes and restrictions▪ Isolate and secure vehicles and plant when not in use▪ All operatives using plant and equipment must be competent <p>Principal Contractor must detail transport routes and delivery times in the Construction Phase Plan</p>
29.0	<p>Parking Restrictions</p> <p>Suspension or re-allocation of parking bays must be agreed in liaison with the project team, local Area Housing Office and Estate Parking</p> <p>Contractor vehicles may be liable to removal if obstructing emergency routes, refuse collection points or parking outside of designated bays/areas</p>
30.0	<p>Hazardous Substances</p> <p>Contractors will carry out COSHH assessments for all hazardous substances and make them available to all operatives and sub-contractors.</p> <p>Exclude everyone not directly involved in the work where possible and local exhaust ventilation may need to be considered in some circumstances.</p> <p>Control the discharge of waste materials within the down pipes or how they mean to inform the tenants what they need to do whilst these works are taking place.</p>
31.0	<p>Smoke Free</p> <p>Islington Council operates a smoke free policy. Contractors should refrain from smoking in resident's dwellings, the common parts of any block and any substantially enclosed areas of site compounds/welfare facilities.</p>

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32.0	Contractor Identification All site operatives must wear ID badges and Contractor Logo based Hi-Viz at all times
33.0	Highly Flammable Liquids and LPG HFL's and LPG should be stored externally in a suitable locked cage at least 10m away from a building and in no circumstances closed than 4m unless a boundary wall 2m high is provided for with a minimum of 30 minute fire resistance, Drums/containers must be 1 metre below the top of wall. Storage and use of HFL's / LPG must be factored into the site fire risk assessment and sub - contractors risk assessments/method statements. Use of Hot Works permits should also be considered as appropriate. <i>"Acetylene storage and use is not permitted on any Council contract without the prior written authorisation of the Client or Principal Designer / CFST where applicable. The contractor must be able to demonstrate that all reasonably practicable alternatives have been considered before consent will be granted"</i> <i>"Where permission is given to use Acetylene, the contractor will remove all Acetylene cylinders from site at the end of each working day"</i>
34.0	Work Equipment <ul style="list-style-type: none"> ▪ Must be used only by a competent person ▪ Must be suitably maintained ▪ Work Equipment must never be left unattended ▪ Power tools should be reduced voltage (110v) or battery operated wherever possible.
35.0	Hazards/Issues identified at Design Stage (Not a fully exhaustive list) Add and Subtract as needed. <ul style="list-style-type: none"> ▪ Concealed Services ▪ Contaminated soil ▪ Noise/Vibration ▪ Lead Paints
36.0	Continuing Liaison – Project Team <ul style="list-style-type: none"> ▪ Design changes must be agreed directly with the Client Representative/Designer/ Principal Designer / CFST or via site meetings ▪ The CPP document is to be reviewed and updated as the project develops and at regular monthly contract meetings.

37.0	<p>Fire and Emergencies</p> <p><i>The Regulatory Reform (Fire Safety) Order 2005,</i></p> <p>The Regulatory Reform (Fire Safety) Order 2005 (officially listed as <i>The Regulatory Reform (Fire Safety) Order 2005 S.I. 2005 No. 1541</i>) The Order places the responsibility on individuals within an organisation to carry out risk assessments to identify, manage and reduce the risk of fire.</p> <p>Principal Contractors will carry out a suitable fire risk assessment of fire hazards associate with their undertaking on this project. As a result of the fire risk assessment, PC's must produce a fire plan detailing the method for raising the alarm in the event of fire, assembly/fire points and portable firefighting equipment. The fire plan should also identify the person responsible for fire safety i.e. Site Manager.</p> <p>Any alterations to existing emergency routes must be agreed in advance with the project Principal Designer/ CFST and where necessary, London Fire Brigade representative. Arrangements for fire and emergencies must be detailed in the Construction Phase Plan</p> <p><i>HSE – (HSG 168) Fire Safety in Construction,</i></p> <p>The second edition of Fire safety in construction explains how everyone involved in construction projects can comply with their legal duties relating to fire risks. Some Requirements include but not limited to:</p> <ul style="list-style-type: none"> • No Smoking Policy • Arson is major cause of fire on construction sites – adequate security measures should be in place. • Scaffold netting MUST be Fire Resistant to LPS12015 Loss Prevention Standard. • Rubbish skip 3m from buildings • Gas stores 10 Metres from buildings Please see section 33 Highly Flammable Liquids and LPG • Means of raising a warning - it is expected on the majority of sites (New Build) an inter-connecting (could be wired-in or wireless) of call-points and sounders will be required to provide an effective fire warning system. For example, one that meets the requirements of BS 5839: 1: 2002 + A2: 2008; and consideration should be given to visual alarm systems (or other proprietary measures) for noisy areas or where there are workers who suffer from a hearing impairment. • Protected stairways will be a feature in many buildings. Therefore, it is a sensible precaution to install (Fire doors) making them available as early as is practicable in the construction of new structures, before fire risks increase, such as when fitting-out starts.
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37.0 Fire and Emergencies

HSE – (L138) Dangerous Substances and Explosive Atmospheres Regulations 2002 Approved Code of practice.

DSEAR requires employers to assess the risks of fires and explosions that may be caused by dangerous substances in the workplace. DSEAR applies when. There is work being carried out by an employer (or self-employed person) A dangerous substance is present (or is liable to be present) at the workplace. The dangerous substance could be a risk to the safety of people as a result of fires, explosions or similar energetic events or through corrosion to metal. The following examples illustrate the type of activities covered by DSEAR: Not an exhaustive list:

- Storage of petrol as a fuel for cars, boats or horticultural machinery
- Use of flammable gases for welding
- Handling and storage of flammable wastes such as fuel oils
- Deliveries from road tankers, such as petrol and bulk powders
- Handling, storage and use of substances corrosive to metal

Fire Prevention On Construction Sites the Joint Code of Practice on the Protection from Fire of Construction Sites and Buildings Undergoing Renovation.

The code of practice applies to activities carried out prior to and during the procurement, construction and design process – not the completed structure - and should be read in conjunction with all current legislation and HS(G) 168: Fire Safety In Construction work. The scope of this Code applies to projects with an original Contact value of £2.5 Million and above and applies equally to a smaller value contract where these are part of a large contract. A large project is one with a value of £20 Million and above. There may be exceptional circumstances, such as in the case of high fire risk sites, where these thresholds are reduced. In cases where the construction or insurance contract does not require this code to apply, this code shall serve as 'best practice'. All parties should check with their insurance providers on each project.

Note: If Compliance with this code forms part of the insurance contract, non-compliance with this Code could possibly result in insurance ceasing to be available or being withdrawn.

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**ISLINGTON**

38.0	Emergency Contacts		Tel
	Fire, Ambulance & Police (Emergency)		999
	Local Police Station	Islington Police 2 Tolpuddle Street London N1 0YY	101
	Nearest Hospital	UCH 235 Euston road London NW1 2BU	020 3456 7890
	Gas	National Grid	0800 111 999
	Electricity	EDF Energy	0800 028 0247
	Water	Thames Water	0800 714 614 leak-line 0845 9200 800 water supply
	Health and Safety Executive	Rose Court 2 Southwark Bridge London SE1 9HS	0207 556 2100

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Appendix 1.0

F10 Notification Form

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Appendix 2.0

Site Location Photos

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Appendix 3.0

Project Programme

Appendix 4.0

Construction Phase Plan

The Construction Phase Plan will contain:

- Site Plan
- Location of Welfare Facilities (including appropriate shower facilities)
- Location of Site Storage & Waste
- Traffic Plan
- Fire Plan to include location of equipment and assembly point
- Details of first phase works (site set up)

Any significant changes to the construction phase plan needs to be discussed and agreed with the design team including the Principal Designer & LBI Construction Fire & Safety Team.

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Appendix 5.0

Health and Safety File Format

And

Contents List

Health & Safety File Format and Contents

A Health & Safety File must be produced for all CDM projects and shall be in electronic format and supplied to ISLINGTON COUNCIL by Email or on compact disc (CD) or other suitable method. Health & Safety Files must be in software applications agreed in advance with ISLINGTON COUNCIL.

Information for the Health & Safety File should be gathered by the project teams and must include the following items and be set out in the format below:

Appendix	Description
1	Description Works, Specifications, Scope of works
2	Directory of Suppliers Used
3	Directory of Hazardous Substances used, their Location within the building
4	COSHH / Safety Data Sheets
5	Test Certificates / Certificates of Compliance / Commissioning Data Guarantees and warranties e.g. plant, materials, products etc.
6	Directory of 'As Built' Drawings
7	Directory of product O&M's / material literature Miscellaneous e.g. information not covered by the above headings which is likely to be required in future.
8	Frequency/period of Maintenance for equipment / products installed or used

Completed Health & Safety Files should be submitted to Islington Council, Construction and Fire Safety Team, Housing Property Services, Northway House, 257-258 Upper Street, London, N1 1RU or via email to; constructionandfiresafety@islington.gov.uk

Please note that Health & Safety Files will be accepted in electronic format only.
Health & Safety Files submitted in hard copy will be returned to sender.

Please request our H&S Template which is available on application to this address