



Engineering Division

ON BEHALF OF



**Inspection and Maintenance of Brixham Harbour
Moorings Period April 2020 – March 2023**



Pre-Construction Information Plan

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October 2019

Construction (Design and Management) Regulations 2015

Pre – Construction Information Plan

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April 2020 – March 2023

Construction (Design and Management) Regulations 2015

Job No:	T0191021
Project:	Inspection and Maintenance of Brixham Harbour Moorings for the period April 2020 to March 2023

This Pre-Construction Information contains relevant information, such as background conditions and significant hazards associated with the project, to allow tenderers to plan for project-specific health and safety control measures, allocate adequate resources and cost them accurately.

Tenderers must develop the information from the Pre-Construction Information into a Construction Phase Health and Safety Plan, producing safe systems of work through detailed procedures, method statements, working instructions and proposed programme of works - all relevant to the actual construction activities. No construction activities will commence on site until the Construction Phase Plan has been accepted in writing by the Contract Administrator / Project Manager (after acceptance by the Client of the plan's content, with advice from the Project Team as being suitable and sufficient to control and manage hazards on this project.

Tenderers should note that there may be unidentified hazards either on site, in existing structures or which arise during the progress of the works, which will require suitable controls and management procedures

This is a preliminary document which will be revised and re-issued as the project's design, layout and impact on the proposed site area and adjacent areas are expanded on and clarified

1.0	Nature of Project
Location:	Brixham Harbour, Brixham, South Devon
Nature of the Works	<p>The works to be executed under the Contract will comprise of the following separate phases of work. No longer than 14 days will elapse between the completion of Phase 1 and commencement of Phase 2.</p> <p><u>Phase 1 works:</u></p> <p>1 The annual inspection of adequacy of existing moorings included: The mooring riser chain and all connections Ground chain connections Buoy, including shackles and buoy elements</p> <p><u>Phase 2 works:</u></p> <p>1 The replacement of any defect sections / elements</p> <p>2 The delivery of any replacement elements for inspection to a locked container which shall be suitably locked. All elements shall be tagged and clearly notated with mooring number and location</p>

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	<p>3 The completion and signing of the inspection schedule and indemnity certificate, a specimen copy which is appended.</p> <p>4 Any buoys which are in need of replacement shall be supplied with relevant mooring number clearly marked.</p>
Enabling Works	None noted in the contract
Timescale	Project commencement is during April 2020 with a planned project duration of 36 months (each of the three annual inspections is to be carried out over a 12 month period between April and the following March)
Client	Torbay Council Kevin Mowat kevin.mowat@torbay.gov.uk (01803) 292429 & 851854 Adam Parnell Adam.Parnell@torbay.gov.uk (01803) 853321
Contract Administrator / Clients Agent	TDA 3 rd Floor Tor Hill House, Union Street, Torquay, TQ2 5QW Tom Roberts Tom.Roberts@tda.uk.net (01803) 207844
Lead Designer(s)	TDA 3 rd Floor Tor Hill House, Union Street, Torquay, TQ2 5QW Tom Roberts Tom.Roberts@tda.uk.net (01803) 207844
Principal Designer	TDA – Who <u>will</u> be appointed <u>if</u> more than one contractor is working on site simultaneously. Simon Wright simon.wright@tecdltd.com (01803) 207558



Health and Safety - General	
The Construction (Design and Management) Regulations 2015, and all other relevant Health and Safety legislation will apply to this contract.	
1.1	If this plan contains any suggested solutions to specific risks the Principal Contractor is free to choose alternatives provided he can satisfy the client that it will meet Health and Safety requirements.
1.2	Tenderers should note that there may be unidentified hazards either on site, in existing structures or which arise during the progress of the works, which will require suitable controls and management procedures.
1.3	<p>A Tenderer is not expected to fully develop the Health and Safety Plan until he is appointed as Principal Contractor. He will, however, have to include with his tender return, answers to the following specific questions. This information will be used by the Client to help in his choice of Principal Contractor.</p> <p>a) The Management of Health and Safety at Work Regulations 1999 place specific duties upon employers to identify hazards, assess risk and manage health and safety on site. Please advise how your company will fulfil these duties.</p> <p>b) Provide a copy of the Health and Safety Policy that you will use together with the management organization and arrangements called for by the Act.</p> <p>c) Provide a schematic diagram with named personnel, of the management structure you will use <u>on site</u> to supervise and enforce health and safety at the workplace.</p> <p>d) The Construction (Design and Management) Regulations, 2015 call for the Principal Contractor to Plan, Manage and Co-ordinate Health and Safety in the Construction Phase of the Project. Liaise with the client and Principal Designer (when appointed). Prepare the construction phase plan and organising co-operation between contractors and co-ordinating their work. Ensure that suitable inductions are provided; reasonable steps are taken to prevent unauthorised access; workers are consulted and engaged in securing their health and safety and adequate welfare facilities are provided. How does your company plan to comply with the regulations?</p> <p>e) The quoted price must include financial provision to establish and maintain the necessary level of health and safety management throughout the contract. Please confirm that all necessary resources and financial provisions are included in your tender price.</p> <p>f) Please supply the name, address and telephone number of the competent health and safety advisor who will act for your company on health and safety matters throughout the contract. What health and safety and other relevant qualifications does he/she hold.</p>

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	<p>g) Please submit a copy of your accident statistics for the preceding two years.</p> <p>h) Has your firm ever been prosecuted under the Health and Safety at Work Act? Has an HSE Inspector ever issued an Improvement Notice or a Prohibition Notice involving one of your sites, premises or methods of work? If yes, please provide details.</p> <p>i) Please provide details of all RIDDOR notifications submitted for the preceding two years.</p> <p>j) Please submit your proposed programme of works.</p> <p>k) Please provide your risk assessment in relation to the 'significant' risks involved in this project.</p> <p>l) Please provide a method statement outlining how you propose to control the risks outlined in Section 4, and any other hazards that you believe you might encounter during the Works</p> <p>m) Explain how you will co-ordinate and supervise the work of sub-contractors to ensure that they abide by the Health and Safety at Work Act, relevant regulations, Codes of Practice, and Safe Methods of Work applicable to the contract.</p>
2.0	The Existing Environment
2.1	General information
	<p>Brixham Harbour is located on the southern aspect of Tor Bay and boasts one of the largest fishing fleets in the UK with nearly 150 vessels, plus a thriving fish market to support it.</p> <p>The enclosed Harbour at Brixham offers deep water moorings for some 250 vessels up to 30 metres. Adjacent to the swinging moorings, past the breakwater lies Brixham Marina which provides pontoon berthing for up to 540 craft and includes visitor facilities, a fuel pontoon and an additional visitors/events pontoon.</p> <p>Once past the MFV basin, home of the fishing fleet, further navigation into the Inner Harbour is subject to tidal conditions as this dries out. There are trot moorings catering for 50 vessels up to 8 metres in length.</p>
2.2	Nature of Business
	<p>Brixham is a busy fishing harbour, with the fish quays and the noise and of a busy working port. It also serves as an important station for the Channel pilots, with large vessels regularly entering Torbay to pick up or drop off. There are also many angling boats and tripper boats plying their trade, while the marina caters for visiting boats.</p>
2.3	Security
	<p>The Brixham Harbour area is located close to Brixham town centre but at night after nearby businesses have closed it will be relatively dark and not readily overlooked. As with most town centres disruptive persons may visit the area during evenings and nights combined with intermittent vandalism to adjacent areas.</p>

<p>This shall be taken into account when considering security and also lone working as the risk of trespass and illegal entry by others may be increased on this project's land-based storage areas. Site management shall enhance security measures and checks during the length of this project.</p> <p>All operatives concerned with this project must have identity badges and restrict their movements and activities to the agreed access points, work areas and storage areas referred to in the tender documentation. Access to any other areas will only be allowed with the prior written approval of the Contract Administrator. The security of the areas and structures referred to in the tender documentation will remain the sole responsibility of the Principal Contractor during the full course of this contract.</p>	
2.4	Access and egress
<p>Due to its narrow streets and hilly terrain Brixham has considerable issues with vehicular access - an acceptable safe system of work for vehicular movements must be developed incorporating the use of at least one banksman.</p> <p>All delivery and removal lorries shall be given adequate prior warning of the nature of this site's terrain and access restrictions. Adequate consideration shall be given to the issue of access during adversely inclement weather and also the size of all vehicles requiring access to this site. Public pathways and rights of way exist around the agreed land storage areas and members of the general public may attempt to walk closely by these (thus requiring adequately maintained compound segregation).</p>	
2.5	Deliveries
<p>The delivery of materials must be completely supervised ensuring that a competent person is available to carry out all necessary duties i.e. watching entry and egress, and to carry a warning siren / bell which should be clearly audible should there be any possibility of an accident. The accepted working hours are between 8.00 am and 6.00pm (other times by agreement with the Contract Administrator). Deliveries are not permitted before 7.00am and after 6.00p</p>	
2.6	Car Parking
<p>A limited number of vehicles may be able to park in the nearby public car park - arrangements for the parking of Principal Contractor's and Contractor's vehicles must be with the agreement of the Contract Administrator. Care must be exercised to avoid any obstructions, disturbance or nuisance to the nearby residents and passing traffic due to the restricted width and size of the paths and roads in and around this area.</p>	
2.7	Welfare
<p>Strategic location(s) will be provided.</p>	
2.8	Existing Health and Safety File
<p>None noted for this contract</p>	
2.9	Statutory Undertakers
<p>Outline details of the existing services (electricity, sewers, BT etc.) on the site will be included within the tender documentation.</p>	

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3.0	Available Drawings
Moorings Layout South	T0191021_10/6/11_01
Moorings Layout North	T0191021_10/6/11_02
Standard Details	T0191021_10/6/11_03
4.0	Design / Construction Information
<i>TENDERERS MUST DETAIL HOW THEY INTEND TO CONTROL THE FOLLOWING HAZARD AREAS (THESE ARE NOT EXHAUSTIVE AND MAY REQUIRE ADDITIONAL CONSIDERATION):</i>	
4.1	General considerations
<p>Brixham Harbour is open to the public and will be in full use by private and public users during the course of this project and persons will also be pass the land-based storage area. An increased consideration must be given to the cross-section of persons working on and adjacent to this project who may come to harm – notably other harbour users. All tenderers are experienced, professionally qualified diving contractors who shall comply with the requirements of SI No. 2766 (1997), “Diving at Work Regulations 1997” and document L104, “Commercial Diving Projects Inland/Inshore”.</p> <p>Wherever possible, projects or activities which present high risks to the general public should be carried out with enhanced planning and supervision. It is important to liaise closely with the Brixham Harbour Master throughout the work, to let them know what the programme of works is and what risks are associated with construction work on a daily basis.</p> <p>As with other similar relatively isolated sites, Brixham Harbour has a history of minor trespass, attempted illegal entry to buildings, vandalism and vehicular nuisance. The Principal Contractor shall make every reasonably practicable effort to prevent unauthorized access to the various site areas and site compound.</p>	
4.2	Access / egress
<p>Special consideration shall be given to the manoeuvring of any large delivery vehicles – delivery and removal shall approach and enter the site under strict supervision of the Principal Contractor, employing industry standard safe systems for delivery, offloading, removal and exit from the harbour area with specific directions and authorisation of Brixham harbour Master. Suitable security measures shall be put in place to prevent illegal entry to project works and storage areas including access boats / working platforms.</p>	
4.3	Safety signs, signals and lighting
<p>Suitable diving hazard warning signs should be fixed in a clear position to deter unauthorised access to the individual mooring dive points in the harbour and to prevent collision or entanglement by other harbour users. Suitable and sufficient lighting equipment to maintain safe lighting levels in and around the dive points and land based storage areas (both supplementary and emergency) in conjunction with suitable hazard warning lights must be detailed.</p>	

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4.4	Emergency contingencies
<p>Consideration of actions in the event of an emergency; liaison with the Client and Harbour Master concerning the development, review and updating of the existing emergency evacuation procedures and routes; procedures for contacting emergency services; directing emergency services to point of accident / hazard; temporary emergency exits and routes. The provision of adequate first aid equipment and competent first-aiders for this project.</p>	
4.5	Site security and segregation
<p>Unauthorized persons accessing the site - there is the minor likelihood of trespass and minor vandalism to any unsecured stores, vehicles, boats, working platforms and plant. The segregation and safe storage of flammable and toxic substances on this site – away from public areas, and a safe distance from all boundaries shall be a priority. This site has a history of vehicular nuisance occurring after dark which must be considered i.e. vehicles may be used to assist in the theft of plant and materials.</p>	
4.6	Adverse weather conditions
<p>Brixham Harbour is in a relatively exposed area protected by a ½ mile breakwater and adverse weather conditions must be considered before each work shift - the Principal contractor shall ask the Brixham Harbour Master for permission to work in such conditions. The weather and tidal heights must be taken into account during the project phases.</p>	
4.7	Waste removal / skips
<p>The safe removal of waste from site, the use of skips – unwanted fly-tipping into skips; loose debris falling from skips and unauthorized persons gaining access to. The safe access and egress from site for all removal vehicle movements. Good on-land and in-harbour housekeeping practice will be required to ensure that all site and adjacent public areas are neat and tidy with regular and safe removal of all project waste.</p>	
4.8	Breakdowns and replacement vessels
<p>The Principal Contractor shall detail arrangements for support systems that will be in place to cope with the breakdown of any vehicles, vessels and working equipment which are required to maintain all suitable safe working project activities and arrangements for their prompt repair or replacement.</p>	
4.9	Manual handling
<p>The safe manual handling of heavy objects on this project e.g. buoys, lengths of metal chains, etc. must be considered in conjunction with the use of appropriate mechanical handling aids when moving awkward objects and heavy objects weighing in excess of 20 kg.</p>	
4.10	Liaison with other contractors
<p>There may be other contractors working on separate or adjacent areas of the harbour area on various construction and harbour maintenance projects. Adequate resources should be allocated for the daily liaison with the Brixham Harbour master (with agreed procedures) between all workers who may be on or adjacent to this project's site working areas.</p>	

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4.11	Prevention of collision with other vessels
Suitable and safe procedures and arrangements shall be detailed allowing work activities to proceed while preventing unintentional collisions with vessels on occupied moorings and with passing vessels within the harbour.	
4.12	Noise
The Principal Contractor shall detail how noise levels will be controlled during the contract.	
4.13	Maintenance
Safe methods for future maintenance of the installations / construction should be considered, explained and provided.	
5.0	Construction Materials
Potential hazardous or high risk material which require risk controls:	
5.1	Welding activities and its associated issues including welding materials and waste and the requirement for suitable and adequate shielding from other harbour area users.
6.0	Site-wide Elements
6.1	Site access and egress is via the existing entrance gained via Oxen Cove public car park – specific positions to be agreed with the Client prior to commencement of site works. The public pathway along from the car park next to the fish quay buildings must be kept clear for pedestrian and business access / egress throughout the day.
6.2	Site security is addressed within the tender documentation.
6.3	Materials storage, delivery and unloading areas will be agreed with the Client / Contract Administrator prior to commencement.
6.4	Unobstructed access along all entrance and site roads will be required at all times.
6.5	The use of the existing power supply, water supply, telephones and welfare facilities which may be available within the site area is addressed within the tender documentation.
6.6	Site construction works areas will be segregated, barriered and adequately signed to prevent unauthorized access, while maintaining clearly segregated pedestrian and traffic routes, and public rights of way.

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6.7	Welfare facilities are to be provided or made available for the project workforce from the commencement of contract to accommodate the requirements of the maximum number of persons to be employed on the project.
7.0	Overlap with clients undertakings
7.1	The Clients' undertaking adjacent to this site will continue through the duration of the works – there will be a number of Council and other maintenance staff working in various locations nearby during this project.
7.2	Specific provision must be made for the protection of the general public, local residents and all persons visiting and passing this site.
7.3	Restrictions on working hours for the construction works are addressed within the tender documentation.
7.4	Noise levels must be kept to a reasonable low level – radios are not allowed on this project.
8.0	Site Rules
Tenderers must provide details of their own specific site rules for:	
8.1	first aid arrangements
8.2	induction procedure / worker training
8.3	site security (including all site plant)
8.4	on site permit-to-work / badging
8.5	site welfare provision
8.6	delivery arrangement / vehicular movement / banks person
8.7	parking arrangements
8.8	emergency procedures
8.9	Accident / near-miss reporting
8.10	Manual handling
8.11	Co-ordination and supervision of contractors

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9.0	Continuing Liaison
	Continuing liaison between parties will be maintained in a number of ways:
9.1	The Principal Contractor must submit his design elements to the Contract Administrator / Project Team
9.2	The Principal Contractor must submit substantial design changes arising from unforeseen eventualities during project execution to the Contract Administrator / Design Team for consideration and agreement in sufficient time to allow adequate consultation prior to the execution of the affected works.
9.3	The Principal Contractor must submit to the Client / Project Team appropriate information for inclusion in the Health and Safety File.
9.4	The Principal Contractor must provide the Contract Administrator / Project Team with copies of records setting out the nature and location of any services which are live or contain any hazardous materials or substances, prior to agreement on a course of action.
10.0	Specific documents to be provided
A	Programme of works
B	Risk assessments of the project's significant risks
C	Specific method statements to deal with issues raised in section 4 (above)

Location Plan

