

Pre-Construction Information

For: Construction of New Wickes Building,
Edginswell, Torquay

DATE: *May 2021*

JOB NUMBER: *3398*



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CONSTRUCTION OF NEW WICKES BUILDING, TORQUAY

GENERAL

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 plans content, with advice from the Principal Designer) 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.

1.0 NATURE OF THE PROJECT

1.1 PROJECT LOCATION

Edginswell Park, Orchard Way, Torquay, TQ2 7FA.

Approximate What3words location: business.measuring.durations.

1.2 NATURE OF THE WORKS

The proposed works are to construct a new retail unit for Wickes Ltd of 1850 m² in size, built to a developer's shell specification under a Design and Build contract. The building will comprise a steel portal frame, pitched roof (Trisomet insulated panels), elevations of Trimapanel flat and microrib insulated panels/glazing with an overall proposed height of 10.1m. It is proposed for the site to have piled foundations with a concrete reinforced floor designed to accommodate the tenant's racking and mezzanine floor. The external areas will comprise a front car park for 68 vehicles, servicing compound and rear Outdoor Project Centre. Following completion the tenant will install the 557 m² mezzanine block with amenity and trading space.

1.3 ENABLING WORKS

None noted on this contract other than survey works by the design team members and appointed consultants. The Principal Contractor shall adhere to the constraints and recommendations contained within the biodiversity survey reports.

1.4 TIMESCALE

Construction works are proposed to commence on site on Wednesday 5th January 2022 with completion on Tuesday 11th October 2022.

I.5 PROJECT CONTACTS

Client

Torbay Council c/o TDA, Tor Hill House, Union Street, TORQUAY, TQ2 5QW

Contact: Andrew Heard – 01803-200175 – andrew.heard@tda.uk.net

Project Manager/Quantity Surveyor

Property Services, TDA, Tor Hill House, Union Street, TORQUAY, TQ2 5QW

Contact: Dean Kelly – 07464-494941 – dean.kelly@tda.uk.net

Designer - Structural

Design and Build contract – role to be undertaken by the appointed Principal Contractor

Designer – Architectural/Urban

Design and Build contract – role to be undertaken by the appointed Principal Contractor

Designer – Mechanical and Electrical

Design and Build contract – role to be undertaken by the appointed Principal Contractor

Designer - Landscape

Design and Build contract – role to be undertaken by the appointed Principal Contractor

Principal Designer

Property Services, TDA, Tor Hill House, Union Street, TORQUAY, TQ2 5QW

Contact: Simon Wright – 01803-207558 – simon.wright@tda.uk.net

1.6 HEALTH & SAFETY – GENERAL

The Construction (Design and Management) Regulations 2015, and all other relevant Health and Safety legislation will apply to this contract.

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.

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.

A Tenderer is not expected to fully develop the Health and Safety Plan until he is appointed as Principal Contractor. They 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.

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 fulfill these duties.

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.

Provide a schematic diagram with named personnel, of the management structure you will use on site to supervise and enforce health and safety at the workplace.

The Construction (Design and Management) Regulations, call for co-operation and co-ordination between client and contractor. How does your company plan to comply with the regulations?

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.

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.

Please submit a copy of your accident statistics for the preceding two years.

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.

Please provide details of all RIDDOR notifications submitted for the preceding two years.

Please submit your proposed programme of works.

Please provide your risk assessment in relation to the 'significant' risks involved in this project.

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.

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.

2.0 THE EXISTING ENVIRONMENT

2.1 GENERAL INFORMATION

The site is located in Edginswell which is on the North-Western outskirts of Torquay. The site is accessed at its South-East corner via Orchard Way. The site is bounded by Hamelin Way (A380) to the North-West and Riviera Way (A3022) to the North. A railway line runs along the Northern boundary adjacent to Riviera Way.

The unit is to be built on land owned by Torbay Council within a wider 6 acre site bought by the authority from Tesco in 2018. The site of the new retail store is just short of 2 acres.

The nature and condition of the site cannot be fully and certainly ascertained before works commence on site and the following hazards are or may not be present but are not an exhaustive list: ground stability, underground water, third party services, working at height of retaining structures.



Figure 1 – aerial image of proposed works area, off Orchard Way, Edginswell

2.2 NATURE OF BUSINESS

The site is part of a wider area of the Edginswell Business Park with existing mixed use development which includes general business use including a car showroom and commercial offices.

2.3 SECURITY

This area of Torquay is located in a relatively quiet, peripheral area of Torquay overlooked by a small number of residential and commercial buildings. Tenderers should fully consider robust site security and segregation due to its relatively isolated location and reduced lighting levels after dark.

Site management shall enhance security measures and checks during the length of this project. All operatives concerned with this project must wear and display their photo identity badges and must restrict their movements and activities to the access entrances referred to in the tender documentation. Access to any other areas will only be allowed with the prior written approval of the Contract Administrator and or Client. 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.

2.4 ACCESS AND EGRESS

The site is accessed off Orchard Way. Orchard Way is 7.3m wide and is accessed from Newton Road via a priority junction with a ghost island right-turn lane. Orchard Way is a two-way, single carriageway road subject to a 30mph speed limit. The road is largely subject to double yellow lines, with two 'gaps' to allow for some on-street parking. Footway up to 2.0m in width is provided on the northern side of Orchard Way with the southern side of Orchard Way having approximately 3.0m footways.

2.5 DELIVERIES AND REMOVALS

The delivery and removal of all materials must be completely supervised ensuring that a competent person is available to carry out all necessary duties i.e. watching site 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 usual site working hours are between 8.00 am and 6.00pm (other times by agreement with the Contract Administrator).

2.6 VEHICLE PARKING

On road parking in this area of Torquay is available but care must be exercised to avoid any obstructions, disturbance or nuisance to the nearby residents, commercial businesses and passing traffic due to the restricted width of the road in and around the Edginswell Business Park, however, it is expected that due to the size of the site that all site vehicles will be parked on site to remove the risk of disruption to local traffic activity.

2.7 EXISTING HEALTH AND SAFETY FILE

No specific health and safety file is available for this project. Outline details of the existing utilities (gas, electricity, water, telecom, etc.) on the proposed site are included within the tender documentation – BT Openreach, Environment Agency, South West Water, Virgin Media, Wales and West and Western Power Distribution

2.8 STATUTORY UNDERTAKERS

The supply of details of existing utilities (gas, electricity, water, telecom, Environment Agency, etc.) on the proposed site is supplied/clarified within the tender documentation, but the Principal Contractor shall undertake to use suitable scanning equipment and industry-standard surveying techniques to check on underground services located in the proposed area of the project works areas as required, and before commencing works establish confirmations of the locations of all pipes, ducts and cables, liaising with the relevant statutory undertakers.

3.0 AVAILABLE DRAWINGS

Refer to the drawing information provided within the tender documentation.

4.0 DESIGN / CONSTRUCTION INFORMATION

TENDERERS SHALL DETAIL HOW THEY INTEND TO CONTROL THE FOLLOWING HAZARD AREAS:

4.1 GENERAL CONSIDERATIONS

This area of Torquay is not generally open to the public but there is existing ad hoc use of the area by ramblers and dog walkers who can be expected to be attempting to access the site area. Open land with heavy shrub growth may be a potentially hazardous environment due to the uneven contours and landscaping. Work adjacent to open areas where the general public have free access to pass by and around will require a high standard of public protection. An increased consideration must be given to the cross-section of persons working on and adjacent to this project who may come to harm. Children who may visit this area will have a reduced perception and understanding of the hazards and associated risks present on a building site when compared to an adult. Dangerous aspects of a construction site may be deemed to be an allurements to young persons (e.g. excavations, retaining structures, etc.) and site security, safety and warning signage must be enhanced for this project.

Wherever possible, 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 Contract Administrator throughout the project works, to inform them of the programme of works and what risks are associated with specific construction work activities. The proposed works are not deemed to present a risk to the railway line running to the south of the site area due to the distance involved between boundaries.

As with other similar sites which become relatively isolated after dark, this area of Torquay has a minor history of trespass, attempted illegal entry to buildings, vandalism and theft of unsecured items. The Principal Contractor, being in control of the project site area including segregation, access and egress routes, shall make every reasonably

practicable effort to prevent unauthorized access to the various site areas and site compound. On site hazards (e.g. excavations, earth stockpiling, etc.) shall also be considered and controlled for the protection of authorized and unauthorized persons.

4.2 ACCESS / EGRESS

Site vehicles, plant and deliveries may unintentionally collide with persons and vehicles accessing/passing this site, and subsequently block the site entrance to other site vehicles and emergency vehicles. Special consideration shall be given to the manoeuvring of large vehicles - delivery and removal vehicles shall approach and enter the site under the strict supervision of the Principal Contractor, employing industry standard safe systems of work for delivery, offloading, removal and exit from the site. A large vehicle delivery plan will need to be provided by the Principal Contractor and agreed by the Contract Administrator.

4.3 SAFETY SIGNS, SIGNALS AND LIGHTING

Confusion over access and egress entrances / routes may occur for any person adjacent to or passing by the site work areas; the supply and fixing of suitable and sufficient warning signs and signals must be addressed in conjunction with the tender documentation. Suitable warning signage should be fixed in a clear position to deter unauthorized access to the site; suitable construction-site hazard warning signs. Suitable and sufficient lighting equipment to maintain safe lighting levels in and around the site (task, supplementary and emergency), in conjunction with suitable hazard warning lights must be detailed.

4.4 EMERGENCY CONTINGENCIES

Consideration of actions in the event of an emergency; liaison with the Contract Administrator 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 shall be detailed.

4.5 SITE SECURITY AND SEGREGATION

It is proposed that Edginswell Business Park will be in full and normal use during the proposed construction works. The appointed Principal Contractor shall attend a coordination pre-start meeting to explain, coordinate and agree their safe access, egress and site segregation methods and procedures for the agreement of the Contract Administrator. Robust segregation shall be erected and maintained preventing unauthorised access to construction site areas. Unauthorized persons accessing the site - there is a potential for accidental access, trespass and minor vandalism to any unsecured stores and plant. The segregation and safe storage of any flammable and toxic substances used on this on this site – away from public areas, and a safe distance from all boundaries shall be a priority. The security of the proposed construction works areas of both sites will be the sole responsibility of the Principal Contractor during the course of the works.

4.6 WASTE REMOVAL / SKIPS

Good on-site housekeeping practice will be required to ensure that all site and adjacent public areas are neat and tidy to reduce the risk of slips, trips and falls by site workers and the general public. The safe removal of waste from site, the use of skips – the prevention of unwanted fly-tipping into skips; loose debris falling from skips and unauthorized persons gaining access to. The minimization of stockpiling of flammable material will be expected. The safe access and egress from site for all removal vehicle movements shall be detailed. All large-scale movements of excavated material shall be planned and supervised by competent personnel.

4.7 NOISE, DUST AND OTHER SITE CONTAMINANTS

These are significant problems which will need to be considered and controlled throughout the duration of the project due to the nature of the site and proximity to areas of significant natural interest that should not be contaminated with waste. The production of waste, dust and other site contaminants should be considered and their inadvertent depositing on non-site areas prevented including the adjacent residential and commercial buildings, railway line and highways; the use of dust suppression equipment and working methods, extra manpower for clean up procedures on adjacent properties shall also be considered. Any wash-down activities should not allow run-off into the highways or land. The use of dust suppression equipment and specific working methods, extra manpower for clean up procedures occupied internal areas shall also be considered along with suitable and robust dust sheeting to prevent the escape/migration of dust produced by the works.

4.8 MANUAL HANDLING

The safe manual handling of heavy objects on this project e.g. retaining wall components, 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 i.e. those items not moved using the project lifting equipment.

4.9 LIAISON WITH OTHER CONTRACTORS/PERSONS

There may be other contractors working on separate or adjacent areas of the Edginswell Business Park on various construction and maintenance projects. Adequate resources should be allocated for the liaison (with agreed procedures) between all workers who may be on or adjacent to this project's site working areas.

4.10 FIRE

Carrying out hot works (i.e. welding) and the blocking of emergency escape routes shall be considered. Suitable site specific risk management procedures must be developed to consider and control the risk of future fire spread if applicable, associated elements and other services through fire resisting elements are installed incorrectly; the use of fire extinguishers; the development of a suitable site fire escape plan; site fire prevention techniques to be adopted. No bonfires are allowed on this site and full consideration should be given to prevent any stockpiled materials stored on site from catching fire.

4.11 WORKING AT HEIGHT

Aspects of this project will include working at height - notably the erection and covering of the main building and suitable measures shall be put in place to avoid the use of ladders wherever possible with the use of adequate and suitable raised platform access systems. The site area is a relatively exposed location which may have high, gusting wind speeds which must be considered when working at height, forming and maintaining work platforms and when storing, lifting and handling construction elements.

4.12 HAZARDOUS SUBSTANCES

Breathing in fumes, vapours, dusts; direct contact with skin or eyes; swallowing or eating contaminated material; inadequate identification of all hazardous substances on site. Adequate risk control measures for the safe use of hazardous substances during this contract (e.g. dusts). Any purging activities must not allow run off into the land, railway line or highways. Suitable techniques/procedures for preventing hazardous substances drifting across to areas used by the general public must be developed.

4.13 ASBESTOS

Asbestos is a potential hazard in most buildings and structures built prior to 1999. Due to the nature of the site being open land no asbestos-containing materials have been presumed to be present. Emergency procedures for dealing with the discovery of suspected asbestos must however be fully developed and documented in the unlikely occurrence of opening up structural elements and exposing suspect materials. All of such instances shall be reported in the first instance to the Contract Administrator and Principal Designer.

4.14 MAINTENANCE

Safe methods for future maintenance of any of the installations/construction and ultimate demolition/removal from site should be considered, explained and provided.

5.0 CONSTRUCTION MATERIALS

POTENTIAL HAZARDOUS MATERIALS WHICH REQUIRE RISK CONTROLS:

- 5.1 Dust.
- 5.2 Concrete, cement, mortar and admixtures.
- 5.3 Solvents.

6.0 SITE-WIDE ELEMENTS

- 6.1 Site access and egress is via Orchard Way.
- 6.2 Site security is addressed within the tender documentation.
- 6.3 Materials storage, delivery and unloading areas will be agreed with the Contract Administrator prior to commencement.
- 6.4 Unobstructed access along all surrounding highways will be required at all times.
- 6.5 The Principal Contractor will provide all required welfare which will be sited away from other buildings on the business park.
- 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.
- 6.7 Welfare facilities are to be provided 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 CLIENT'S UNDERTAKING

- 7.1 Business activities on adjacent areas of Edginswell Business Park will continue through the duration of the works - potentially at all times during the day.
- 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 reasonably 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 Induction procedure

- 8.2 Worker training
- 8.3 Management of sub-contractors
- 8.4 Site security (including all site plant) / parking arrangements
- 8.5 On site permit-to-work / badging / PPE
- 8.6 Levels of noise
- 8.7 Delivery arrangements / vehicles movement / banks persons
- 8.8 First aid arrangements (including details of nearest A&E hospital) / emergency procedures
- 8.9 Accident / near-miss reporting
- 8.10 Manual handling
- 8.11 COVID-19 site procedures and operating guidelines.

9.0 CONTINUING LIAISON

CONTINUING LIAISON BETWEEN PARTIES WILL BE MAINTAINED IN A NUMBER OF WAYS:

- 9.1 The Principal Contractor must submit his proposed construction method statement(s) and associated risk assessments to the Contract Administrator and Principal Designer.
- 9.2 The Principal Contractor must submit substantial changes arising from unforeseen eventualities during project execution to the Contract Administrator and Principal Designer 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 Principal Designer appropriate information for inclusion in the Health and Safety File (notable remaining services and residual risk issues).

- 9.4 The Principal Contractor must provide the Contract Administrator and Principal Designer 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 HEALTH AND SAFETY FILE – SUBJECT LIST

1. A brief description of the project works.
2. Copies of planning consent/approvals for the project.
3. Information and as-built drawings of the constructed areas including any plant, equipment and associated installations
4. Project works specification.
5. The nature, location and marking of significant services (this will be a mixture of the existing known data plus marked-up plan(s) showing what you may have found which was not marked on plans or was marked incorrectly)
6. Residual hazards (if any) and how they have been dealt with (e.g. information on hidden services on this project - marked-up plans plus text explaining what was exposed/discovered plus anything else you recorded).
7. Key structural principles used in the design of the constructed works.
8. Any hazards associated with the materials used (e.g. the surface treatments, coatings, preservatives, solvents - plus a list of all of the products that will be required for basic repair and maintenance activities on the equipment plus their COSHH sheets).
9. Information regarding the removal, dismantling and/or demolition of the constructed works plus any associated installed equipment and plant (this may be in the installations' O&M manuals but refer to where it is noted).
10. Health and safety information about the equipment and methods required for cleaning or maintenance.
11. Copies of all guarantees/warranties.
12. Contact information (names, postal addresses, telephone, e-mail addresses) of all suppliers/installers etc. who worked on the project.