



Working together

Fin Removal from Quay Visitors MSCP

Project DN380543

PROCUREMENT PROCEDURE: UK Open

Appendix D

Pre Construction Information

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Status:	ISSUED
Version:	1.00
Date:	06/12/2018

Introduction

Objectives

The Pre-Construction Information provides the health and safety focus for the design and construction phase of a project. It sets out to ensure that the design and construction of the works are effected in a safe way that complies with current health and safety legislation, in particular the requirements of the Construction (Design and Management) Regulations 2015.

This information is included as part of the documentation issued to designers and contractors and is to be developed by the successfully appointed Principal Contractor prior to work commencing. No work is to commence until the Principal Contractor's Construction Phase Plan has been assessed for its adequacy.

On receipt of instructions to proceed, the Principal Contractor is under a legal duty to administer, implement and update the Construction Phase Plan throughout the contract period as required by changes in design or circumstances.

Health and Safety Information

During the pre-construction phase of a project, the Pre-Construction Information brings together health and safety information obtained from the Client and Designer and Principal Designer if one is appointed (for projects involving more than one Contractor).

The Construction Phase Plan during construction will draw on the Principal Contractor's health and safety policy and assessments, the Pre-Construction Information prepared by the Principal Designer and the details on the management and prevention of health and safety risks created by Contractors and Sub-Contractors. The Construction Phase Plan will continue to provide a co-ordinating mechanism as construction progresses. The Principal Contractor will be required to maintain the Construction Phase Plan up to date for the duration of the Contract.

Hazard Identification

The hazards identified in this Pre-Construction Information are those identified during the initial design stage of the project. Further risk assessments must be prepared by the Principal Contractor.

The hazards identified as a result of these risk management procedures shall be considered by the Principal Contractor during the development of the Construction Phase Plan that shall be submitted for review prior to any works commencing.

The Principal Contractor is required to take appropriate measures to control the risks created by these hazards, and any others he might recognise, and to prepare detailed method statements for managing these aspects of the works throughout the Contract.

1 Description of the Project

1.1 Project description and programme details

1.1.1 The project is to remove concrete fins from the exterior of Quay Visitors MSCP and to carry out concrete repairs.

1.1.2 Key dates

Planned start date 25th February 2019

Planned completion date 17th May 2019.

1.1.3 The minimum time to be allowed between appointment of the Principal Contractor and instruction to commence work on site:

3 weeks have been allowed for mobilisation.

1.2 Location Details and Map

The car park is located between Old Orchard and Castle Street in Poole town centre. The approximate post code is BH15 1 SB

See drawing number Appendix C1 JJ4211F/100 Location Plan

Contacts:

Duty Holder	Name	Organisation	Address	Other contact details	
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Principal Designer		Borough of Poole	Civic Centre Poole Dorset BH15 2RU	(T)	01202 262172
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Principal Contractor				(T)	
				(M)	
				(E)	

2 Client's Considerations & Management Requirements

2.1 Planning and management of the construction work, including any health and safety goals

The following arrangements relate to the planning and management of the design work and construction work:

- There will be regular liaison between the Client representatives, Principal Designer, Designers and Principal Contractor/Contractors.
- This Pre Construction Information document will be issued to all those designing and those constructing the work.

Health and Safety Goals:

- To undertake the work safely and without risk to health for those constructing the work and the public.

2.2 Arrangements for communication and liaison between parties

Regular liaison has been and will continue to be held between Client, Principal Designer and Designer representatives where Health and Safety is an integral part of the discussions. This co-operation and co-ordination will continue through the construction phase to include the Principal Contractor and Contractors.

2.3 Security arrangements

The area for which the Principal Contractor will be responsible is clearly defined on the drawings Appendix C1 JJ4211F/100 to Appendix C13 112 incl.

Areas for use by the contractor are shown on drawing Appendix C10 JJ4211F /109

2.4 Welfare provisions

The Principal Contractor will provide all necessary welfare facilities for the workforce, including providing electrical power and running water. It is not anticipated that local mains supplies are available. The location of the welfare facilities is to be within a fenced compound area or areas.

3 Environmental Restrictions and Existing On-Site Risks

3.1 Safety Hazards:

3.1.1 Boundaries and access, including temporary access

The car park is located in the town centre and is surrounded by residential and commercial properties.

Access onto adjacent property may be required to complete the works.

There is a height restriction of 1.95m in place at the car park.

Note: All contractors are assumed to have visited both sites before tendering, to evaluate access restrictions.

3.1.2 Restrictions on deliveries or waste collection or storage

The normal working hours within the site shall be Monday to Friday between **08:00** hours and **17:00** hours with no work on Saturdays, Sundays or Bank Holidays. Consent for planned works outside these hours may be given after any necessary consultation provided the noise levels shown below are not exceeded during the extended working hours.

Deliveries shall be planned to minimise the impact on traffic during peak times.

Waste materials are to be separated into hazardous and non hazardous skips. Skips are to be the closed and lockable type. Waste transfer notes for hazardous waste and substances/materials will be required and kept available for inspection.

Any petrol, diesel or paints are to be kept in a bunded area, gas bottles and flammables are to be stored in a lockable cage.

3.1.3 Adjacent land uses

Land surrounding the car park is a mixture of residential and commercial properties and public highway.

3.1.4 Existing storage of hazardous materials

No existing hazardous materials are stored on site.

3.1.5 Location of existing services particularly those that are concealed – water, electricity, gas etc.

No services are accessible for use on site. The contractor must provide resources such as water and electricity as required, including for welfare facilities.

- 3.1.6 Ground conditions, underground structures or water courses where this might affect the safe use of plant

Efforts must be made by the contractor to take all reasonable precautions to minimise the risk of contamination, for example the use of drip trays and spill kits.

3.2 Health Hazards

- 3.2.1 Asbestos, including results of surveys

Included as Appendix E of this document.

- 3.2.2 Existing storage of hazardous materials

No existing hazardous materials are stored on site.

- 3.2.3 Existing structures containing hazardous materials

None present.

- 3.2.4 Health risks arising from Client's activities

Not known.

4 Significant Design and Construction Hazards

4.1 Significant Design Assumptions and Suggested Work Methods

The Principal Designer must be satisfied with the hazard elimination considerations made by the designer(s). A review of arrangements between these parties and the client is highly recommended.

4.2 Arrangements for Co-ordination of Ongoing Design Work and Design Changes

The procedures for the consideration and acceptability of the health and safety implications of Contractor prepared designs shall follow the principles of prevention and protection and take into account those issues highlighted in this Pre Construction Information.

Details of health and safety hazards, which cannot be eliminated, are to be submitted to the Principal Designer, together with the proposals for mitigation or control, in sufficient time to allow adequate consideration by the Principal Designer.

Procedures for dealing with unforeseen events during the project which result in substantial design changes and which might affect the project are as follows:

- The Designer / Principal Designer is to be immediately informed by the Principal Contractor of the circumstances relating to the event.
- The health and safety issues arising from any unforeseen occurrence are to be submitted to the Designer / Principal Designer as soon as is practicable.
- In the event that any re-design is required, for whatever reason, the health and safety implications of the modified design shall be submitted for consideration to the Designer / Principal Designer in due time before execution.

The Principal Contractor is to confirm the arrangements for monitoring and reviewing the compliance with health and safety issues in the Construction Phase Plan.

4.3 Information on Significant Risks Identified During Design

4.3.1 Common place Hazards

Commonplace site hazards not specifically identified are considered to be within the expertise of a competent contractor and must be controlled by normal good site management practice.

4.3.2 Specific construction hazards

Working in a live car park and near public highways and footpaths. All members of the public are to be effectively excluded for the works areas. Vehicle access to the car park and surrounding properties is to be maintained at all times

4.3.3 Method Statements

The Principal Contractor will be required to demonstrate by safety method statements incorporating appropriate Safety Management Systems and Procedures, his assessment of the risks to employees and others arising from the above hazards (and any others he might recognise) and how he intends to manage and control these risks.

The Construction Phase Plan and / or method statements shall also include the Principal Contractor's proposed sequencing of the works for consideration and acceptance by the Client.

4.4 Materials Requiring Particular Precautions

4.4.1 Hazardous materials

Common materials (such as concrete, mortar) and plant fuels used during construction will present health and/or safety hazards. These are considered to be within the experience of a competent contractor, and should be controlled by the application of COSHH, and other relevant procedures.

5 The Health and Safety File

5.1 Layout and format

The Health and Safety File is defined as a file appropriate to the characteristics of the project, containing relevant health and safety information to be taken into account during any subsequent project.

The contents of the Health and Safety File will accord with the requirements of 'Managing health and safety in construction' (HSE, L153, dated 2014).

The Principal Contractor shall collate all appropriate information as it becomes available, and this shall subsequently be passed to the Principal Designer for inclusion in the File.

All information should be issued in an electronic format. The format of the electronic data issued is to be as follows: all documents and product data sheets are to be in PDF format, Design Team drawings are to be in PDF and AutoCAD DWG format.

The Principal Contractor is urged to implement an early procedure that advises Contractors and materials suppliers of the detailed requirements for this record information.

5.2 File Contents

The Health and Safety File will contain the following information:

- (a) brief description of the work carried out
- (b) any residual hazards which remain and how they have been dealt with (for example, surveys or other information concerning contaminated land; water bearing strata; buried services, etc.)
- (c) key structural principles (for example, bracing, sources of substantial stored energy - including pre- or post-tensioned members) and safe working loads, particularly where these may preclude placing scaffolding or heavy machinery
- (d) hazardous materials used (for example pesticides; special coatings which should not be burnt off, etc.)
- (e) information regarding the removal or dismantling of installed plant and equipment (for example any special arrangements for lifting, other special instructions for dismantling etc.)
- (f) health and safety information about equipment provided for cleaning or maintaining of the structure
- (g) information and as built drawings of the structure, its plant and equipment (for example, the means of safe access to and from valves, etc.)

Appendix E – Asbestos Testing and Disposal Certificates