

Pre-Construction Information

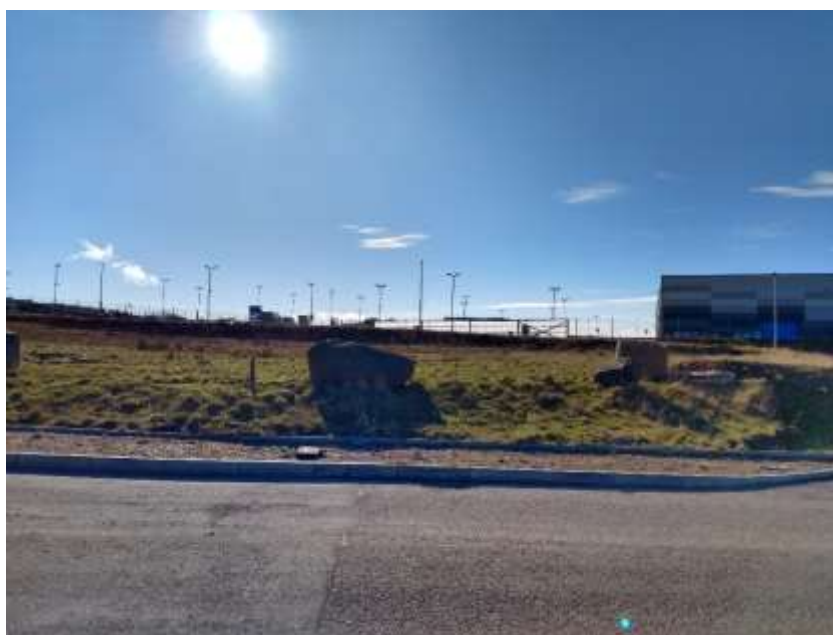
MCA Regional Response Unit.

Tralair Way, MacDuff Industrial Estate, MacDuff

On behalf of the Maritime & Coastguard Agency

Date: June 2020

Our Ref: ME// 2020\03\0095 (IB2422)





Contents

- 1.0 Preface/Dutyholders
- 2.0 Project Details and Description
- 3.0 Client's considerations and management requirements
- 4.0 Environmental Restrictions and On Site Risks
- 5.0 Significant Design and Construction Hazards Site Risks
- 6.0 Health and Safety File

Appendices

- 1.0 Pre-Construction Information Check-List
- 2.0 Utilities Plans

This Pre-Construction Information document has been prepared in accordance with the Construction (Design and Management) Regulations 2015 (CDM 2015), and from the guidance provided in the HSE publication "Managing Health and Safety in Construction" Construction (Design and Management) Regulations 2015, L153.



1.00

Introduction

Preface

This Pre-Construction Information document has been prepared to provide information to the Principal Contractor regarding health, safety and environmental issues that need to be considered during the construction phase of the new build Maritime and Coastguard Agency Regional Response Unit, Tralair Way, MacDuff Industrial Estate, MacDuff.

The information included in this document should be considered by the Principal Contractor prior to commencement. Where information is incomplete this should be brought to the attention of the Principal Designer for resolving.

An adequately developed Construction Phase Plan must be in place prior to the works commencing. The Construction Phase Plan is considered a live document which must be developed as the works progress on site.

Project Duty Holders

Client

Maritime & Coastguard Agency,
Bay 3/19,
Spring Place,
105 Commercial Road,
Southampton,
SO15 1EG.

Contact: MCA Procurement & Contracts Team
Email: contracts@mcga.gov.uk

Principal Designer

Graham + Sibbald,
233 St Vincent Street,
Glasgow,
G2 5QY.

Contact: Andrew Thompson
Tel: 0141 332 1194
Email: Andrew.Thomson@g-s.co.uk



2.00

Project Details and Description

Project Location

The subjects comprise a vacant, undeveloped site on the edge of Tarlair Industrial Estate of the eastern outskirts of MacDuff, adjoining the A98 and overlooking the Royal Tarlair Golf Course and the Moray Coast. The site is gently sloping with no evidence of previous buildings.

Project Description

The project is the construction of a MCA Regional Response Unit on an undeveloped site, including site preparation, installation of drainage, Construction of a portal framed commercial building comprising ground bearing concrete floor deck, composite insulated wall and roof cladding, concrete blockwork walls, erection of timber stud/ plasterboard partitions to create internal accommodation, installation of an accessible toilet and tea prep facility, small power, lighting and data installations. Externally works comprise landscaping, surface water systems and road surfaces to completion.

Workplace, (Health, Safety and Welfare) Regulations

The premises is considered a workplace under The Workplace (Health, Safety and Welfare) Regulations 1992.

Programme Details

Intended Start Date:	August 2020
Duration of the Works:	Approx. 16 weeks
Time allowed for Principal Contractor to plan and prepare for the works:	2 weeks

3.00

Client's considerations and management requirements.

Arrangements for Planning and Managing the Works

The Principal Contractor is to liaise direct with the Principal Designer over issues of Health and Safety as the project develops.

Graham + Sibbald, as Principal Designer, shall ensure good communication between Dutyholders, making sure that information is passed between the project team, including Designers, the Principal Contractor and others whose Health and Safety may be affected. Design, Pre-start and Progress meeting shall be arranged and chaired by Graham + Sibbald as the Project develops.



It is the aim that no accidents or injuries occur during the construction phase of this project, or in the future maintenance of the building.

Monitoring Procedures

The Principal Contractor must identify in the Construction Phase Plan their arrangements for monitoring and management of health and safety on site. This includes the monitoring of the health and safety performance of subcontractors on a regular basis.

Client Rules for Contractors Working in the Premises

Principal Contractor's site operatives including subcontractors must identify themselves by wearing ID badges or company logos displayed on their clothing.

All RAMS must be provided to the Client 7 days in advance of works being undertaken.

Site Security

The Principal Contractor shall ensure operatives and visitors to work areas are made familiar with site rules, welfare and toilet provision along with fire safety and emergency evacuation procedures and current hazards on site, through induction process or similar with records maintained.

The Principal Contractor will be responsible for the security of the work areas and all plant, tools and work equipment during and out with working hours. Arrangements must be detailed for the prevention of unauthorised access to the site.

The Principal Contractor shall make arrangements and implement safe working practices when operating in/over circulation routes. The arrangements should be detailed in his method statement(s) and risk assessment(s).

Welfare Provisions

The Principal Contractor must detail arrangements for the provision of temporary welfare accommodation and toilet facilities for the duration of the works.

First Aid

Display the name of the First Aider (certified appointed person) for the Principal Contractor. Location of First Aid Kits and Eye Wash Stations should be displayed.



Safety Planning and Co-ordination

Provide details of health and safety management arrangements, including identifying those with Health and Safety roles (including contact details) and their responsibilities; health and safety goals and planning and managing of the works. Arrangements to ensure cooperation between trades and sub-contractors and co-ordination of their work, site inductions, tool box talks etc.

Subcontractors shall be informed of all risks within the workplace/site and its environment.

Notification will also be given where changes in the method of work, might occur during the construction phase.

Accident and Emergency Procedure

The Principal Contractor will devise a fire safety/emergency evacuation plan for the site. The Assembly Point should be identified as part of the plan.

Should an accident or other serious incident occur on site which requires the attendance of emergency services the person responsible for ensuring that the necessary emergency services have been notified and that the following key personnel are also notified;

Site Agent/Supervisor
Client
Principal Designer

Subcontractors will be required to notify the Site Agent/Supervisor of all accidents, injuries, diseases and dangerous occurrences relating to their operations on the project.

Site Transport arrangements and Vehicle Movement Restrictions

The Principal Contractor must give due consideration when planning and managing the works to others making use of vehicle circulation routes, emergency and local authority services (e.g. fire service, ambulance and refuse collection).

The Principal Contractor should provide a sketch layout of their proposed site set up which should take into account and include (where applicable):-

- Site welfare and materials storage area.
- Drop off/delivery zones.
- Traffic management
- Waste storage and collection.
- Indicate the extent of any fenced off area and muster point in the event of fire/emergency.



4.00

Environmental Restrictions and On-Site Risks

Site Safety Hazards

The Principal Contractor must consider the following significant site safety hazards and establish safe methods of enabling the works to be carried out. The information provided does not necessarily represent all hazards arising from the site and works. The Principal Contractor is required to carry out his own risk assessments under the Management of Health and Safety at Work Regulations 1999.

There are no unusual or site-specific hazards with regards the site conditions.

Adjacent Land and Access Issues

There are no unusual or site specific hazards with regards the adjacent land or site access.

Existing Storage of Hazardous Material'

There are no hazardous materials are currently stored on site.

Existing Services

The Principal Contractor must satisfy himself of the location of services/utilities around the site.

Statutory providers information is provided as an appendix to this information, summarised as follows:

SSE: 500KVA sub-station adjacent to site. High voltage cable runs are located below the pavement running across the entrance of the site.

There are below ground power cables that cross north of the site, just to the south edge of the car park of the adjacent site, however are remote from the proposed works.

Scotia GAS Network: No gas supplies of network are identified on or adjacent to the site.

BT: No BT services are indicated on or adjacent to the site.

SCOTTISH WATER: Foul and Storm Water sewers are identified under Tarlair Way, running across the front of the site.

An underground services duct runs through the service gap between plot 2 and the existing development to the north east of the site, between the SUDS installation and Local Authority Roads depot to the rear of Plot 2. The duct is out-with the boundary of Plot 2.



The Principal Contractor shall exercise great care in identifying, locating and protecting, as necessary, existing services.

5.00 Significant Design and Construction Hazards

Design and Construction Hazards

There are no significant Design or Construction hazards identified for this project. Works are of a nature and scale that would be common place to an experienced and competent contractor.

Specific measures must be identified within the Construction Phase Plan concerning works involving the following particular risks (CDM 2015 – Regulation 12(2)):

- Work which puts workers at risk of burial under earthfalls, engulfment swampland or falling from height, where risk is particularly aggravated by the nature of the work or processes used or by the environment at the place of work or site.
- Work involving the assembly or dismantling of heavy prefabricated components.

6.00 Health and Safety File

Issue of the File

The Health and Safety File is the responsibility of the Principal Designer. There is a requirement for Clients, Designers and the Principal Contractor to provide information for the file, to allow the Principal Designer to hand the Health and Safety File over to the Client on completion of the project.



Appendix 1.00

Pre-Construction Information Check-list.

PRE CONSTRUCTION INFORMATION	ITEM APPLIES		DETAILS OF INFORMATION AND WHERE IT CAN BE FOUND
	Y	N	
Is there an existing Health and Safety File/Operation & Maintenance Manual relevant to the works.		✓	
Is there an Asbestos Management Plan/ Register or an Asbestos Survey Report?		✓	
Have design drawings been issued.	✓		Contained within the tender documentation.
Is there Engineers or Consultants information about the buildings and/or the works.	✓		Contained within the tender documentation.
Are Schedule 3 Work involving particular risks, relevant to project?	✓		Refer to Section 5 above.
Welfare arrangements for the works.		✓	Contractor to provide.
Working with services existing and new.	✓		Contained within the tender documentation.
Ground condition reports available or required?	✓		Contained within the tender documentation.
Will site hoardings/heras fencing be required?	✓		
Traffic management arrangements.	✓		Consider deliveries to the site.
Vehicle parking restrictions.	✓		Adhere to parking restrictions/rules that apply around the site on public roadways.
Permit to Work procedures.		✓	
Fire and Emergency evacuation arrangements for the site.	✓		Principal Contractor to detail.
Likely impact on fire escape routes and existing detection/alarm system in the facility.		✓	
Working in occupied building.		✓	
Rules for Contractors working on site.		✓	
Environmental/Hygiene Issues.		✓	



Other contractor works	✓		Ensure subcontractors and other contractors RAMS received and reviewed prior to Starting the works.
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