

# ST HELENS CHAMBER LTD STARTING POINT REFURBISHMENT

## PRE CONSTRUCTION INFORMATION DOCUMENT

The Pre Construction Information has been prepared under Regulation 12 of the Construction (Design and Management) Regulation 2015 and will form part of the Safety Plan identified in Section 1.

Outline below all significant construction operations (attach copy of specification, drawings if relevant).

The work consists of:

Demolition of internal walls, ceilings, removal of finishes, reconfiguration of ground floor area to provide IT spaces, raised teaching / display area, rewiring, lighting, decorations, and minor alterations to the first floor area offices,

### 1.0 Client Details

Name of Client: St Helens Chamber Ltd  
Client Address: Salisbury street, off Chalon Way  
St Helens, Merseyside WA10 1FY  
Client Telephone Number: 01744 742000

- 1.1 Has the client been made aware of their duties under the CDM 2015 Regulations?

Yes X No ☐

### 2.0 Design Criteria

Name of Principal Designer: Mr David Boyes  
Address: Truline Ltd  
Challenge way  
Martland Park  
Wigan  
WN5 0LD  
Contact Telephone Number: 01942 227333 office 07736 227333 mobile

- 2.1 Will more than one designer be involved in completing the works? Yes X No  
2.2 If yes, has a Principal Designer been appointed? Yes X No

Name of Principal Designer: Mr David Boyes Signature : *D BOYES*  
Contact Telephone Number: 01942 227333 office 07736 227333 mobile

2.3 Outline the key design principles and significant design decisions and attach design risk assessments and/or drawings below.

- a) 1] Structural Design of Steelwork support to New Opening  
2] Fire Stopping between floors for new heating related pipework

Note: If the project involves the Contractor/Principal Contractor having responsibility for aspects of the design, they should supply the above information to the Designer/Principal Designer.

### 3.0 Scheme Notification

If the answer to either of the following questions is Yes then the HSE must be notified.

3.1 Will the construction Phase EXCEED one or more of the following:

	<u>Yes</u>	<u>No</u>
More than 30 working days, <b>AND</b> have more than 20 Workers simultaneously on site at <b>ANY</b> point within the 30 day period	<input type="checkbox"/>	X
EXCEED 500 Person Days	<input type="checkbox"/>	X
F10 to be issued?	<input type="checkbox"/>	X

4.0 **Existing Environment** (Surrounding land uses, e.g. schools, offices, shops, factories, known contamination).

The existing building is within a Town Centre public shopping / commercial and conservation area, with no vehicular parking on site, and time restricted access for deliveries.

### 5.0 Client Restrictions and Site Restrictions

#### 5.1 Client Restrictions

- 1) Hours of Delivery shall be 7.30am - 8.30am & 5:00pm - 6:pm only
- 2) The contractor shall use the entrance from Hardshaw Street, behind Century House and exit along Church Street to Bridge Street
- 3) The contractor is advised that they are allowed to utilise the on site Welfare facility which includes toilets hot and cold running water and drying room and rest room facility.
- 4) The contractor is advised that the 2<sup>nd</sup> floor area will be occupied at all times during the contract period, via a shared access door, and all electrical / data and water facilities shall be maintained at all times

## 5.2 Site Restrictions

- .1) Contractors must ensure that these guidelines are understood by both their employees and sub contractors
- 2) Contractors vehicles shall not park on Hardshaw Street at any time, and as such any vehicle which obtains a fixed penalty charge, shall do so at their own expense.
- 3) The front public footpath and side fire escape routes shall be kept clear at all times  
No skips will be allowed and all debris must be loaded daily and removed from site
- 4) All operatives shall wear identification badges and PPE at all times
- 5) The Contractor shall keep the developed health and safety plan on site , including all sub contractors method statement and risk assessments.
- 6) The contractor shall keep all plant and equipment records on site .
- 7) The contractor shall ensure that all operatives CSCS OR SSSTS and FIRST AID CERTIFICATES are on site at all times.

## 6.0 **Project Timing**

### 6.1 Construction Phase(s)

Start: 30<sup>TH</sup> APRIL 2018      Finish: 1<sup>ST</sup> JUNE 2018

### 7.0 **Existing Environmental Hazards** (please mark as appropriate)

	<u>Yes</u>	<u>No</u>
Has the Asbestos Procedure been implemented for this Project?	<b>X</b>	<input type="checkbox"/>
Have Asbestos Containing Materials [ ACM's ] been identified within the work area?	<b>X</b>	<input type="checkbox"/>
Has a sample of the ACM's been analysed & identified?	<b>X</b>	<input type="checkbox"/>
Are the ACM's to be removed during the works?	<b>X</b>	<input type="checkbox"/>
Has the Method Statement for Asbestos Works Pro-Forma been included with this Pre Construction Information?	<input type="checkbox"/>	<b>X</b>

### 7.1 Existing Ground Conditions

	<u>Yes</u>	<u>No</u>
Is there evidence of site contamination?	<input type="checkbox"/>	<b>X</b>
Is there evidence of Mine workings?	<input type="checkbox"/>	<b>X</b>
Is there evidence of subsidence or instability?	<input type="checkbox"/>	<b>X</b>
Has a site investigation report been commissioned and available?	<input type="checkbox"/>	<b>X</b>

### 7.2 Services up to site boundary - UNDER GROUND

		<u>Services on Site</u>		<u>Plans Available</u>	
	<u>N/A</u>	<u>Yes</u>	<u>No</u>	<u>Yes</u>	<u>No</u>
Gas	<input type="checkbox"/>	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>	<b>X</b>
Electricity	<input type="checkbox"/>	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>	<b>X</b>
Water	<input type="checkbox"/>	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>	<b>X</b>
Telephone / Cable	<input type="checkbox"/>	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>	<b>X</b>

### 7.3 Services up to site boundary - ABOVE GROUND

	<u>N/A</u>	<u>Services on Site</u>		<u>Plans Available</u>	
		<u>Yes</u>	<u>No</u>	<u>Yes</u>	<u>No</u>
Electricity	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	X
Telephone / Cable	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	X

### 7.4 Services within site boundary - UNDER GROUND

	<u>N/A</u>	<u>Services on Site</u>		<u>Plans Available</u>	
		<u>Yes</u>	<u>No</u>	<u>Yes</u>	<u>No</u>
Gas	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electricity	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Telephone / Cable	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 7.5 Services within site boundary - ABOVE GROUND

	<u>N/A</u>	<u>Services on Site</u>		<u>Plans Available</u>	
		<u>Yes</u>	<u>No</u>	<u>Yes</u>	<u>No</u>
Electricity	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	X
Telephone / Cable	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	X

### 7.6 Structures on site adjacent to Works

	<u>Yes</u>	<u>No</u>
Site plans attached	<input type="checkbox"/>	X
Is a Party Wall Act notice required	<input type="checkbox"/>	X
Has a Party Wall Act notice been served on adjoining owner's	<input type="checkbox"/>	X

## 8.0 Construction Phase Hazards

The Designer/Principal Designer has identified that the project involves the following hazards and as Contractor/Principal Contractor, you (and / or your Contractors) will be required to provide evidence in the form of method statements and risk assessments to control contingent risks.

8.1 Plant / Machinery / Vehicles	<u>N/A</u>	<input type="checkbox"/>
	<u>Yes</u>	<u>No</u>
CAT Scanner	<input type="checkbox"/>	X
Crane (Mobile / Tower)(HIAB)	<input type="checkbox"/>	X
Excavator	<input type="checkbox"/>	X
Mobile Platform	<input type="checkbox"/>	X
Scaffolding - Aluminium Tower	X	<input type="checkbox"/>
Scaffolding - Tube & Fitting	X	<input type="checkbox"/>
110 volt hand tools	X	<input type="checkbox"/>
Podium Steps	X	<input type="checkbox"/>
Hoist /Hydraulic jack	X	<input type="checkbox"/>

8.2 Hazardous Substances N/A ☐

	<u>Yes</u>	<u>No</u>
Adhesives	X	<input type="checkbox"/>
Cement	X	<input type="checkbox"/>
Solvents		X

8.3 Hazardous Work N/A ☐

	<u>Yes</u>	<u>No</u>
Work at height	X	<input type="checkbox"/>
Excavations / groundwork	<input type="checkbox"/>	X
Demolition of Building or parts thereof:	X	<input type="checkbox"/>
Structural Alterations to Building or parts thereof:	X	<input type="checkbox"/>
Confined spaces - Roof Voids	<input type="checkbox"/>	X
- Cellars / Floor ducts / Manholes	X	<input type="checkbox"/>
Work adjacent to a Highway [ Chapter 8 ]	<input type="checkbox"/>	X
Work adjacent to a Water Course	<input type="checkbox"/>	X

## 9.0 Site Arrangements

The Contractor/Principal Contractor shall provide details of the following within the developed Safety Plan. (Tick as appropriate).

	<u>Provided By</u>	
	<u>Contractor</u>	<u>Client</u>
Management / Supervisory arrangements	X	<input type="checkbox"/>
Evidence of Supervisor / Manager / Employee competence	X	<input type="checkbox"/>
Welfare arrangements [in accordance with Guidance Document L153]	<input type="checkbox"/>	X
Site accommodation	X	<input type="checkbox"/>
Traffic management	X	<input type="checkbox"/>
Fire Arrangements (Fire Plan)	X	<input type="checkbox"/>

## 10.0 Safety File

The Contractor/ Principal Contractor will be required to provide two copies, where relevant, of the following for inclusion in the project safety file

- the design criteria
- general details of the construction methods and materials used
- 'record' or 'as built' drawings and plans used and produced throughout the construction process
- details of the location and nature of utilities and services, including emergency and fire-fighting systems
- details of the equipment and maintenance facilities within the structure
- maintenance procedures and requirements for the structure
- manuals produced by specialist contractors and suppliers which outline operating and maintenance procedures and schedules for plant and equipment installed as part of the structure.