The Coal Authority

Pre-Construction Information

[redacted]

Telford

The Coal Authority

The following document and associated attachments draws together the arrangements for managing the significant health and safety risks associated with the pre-construction phase of a project to enable a suitable and sufficient construction phase plan to be completed.

Information	
Project(s)	P-019466 Demolition of a semi-detached bungalow
Location(s)	[redacted], Donnington, Telford TF2 7ND
Client	The Coal Authority
Start Date/Timescale	1st September 2015/6 Weeks

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8.0 Appendices

Appendix A – Design Drawings
Appendix B – Services Search
Appendix C – Mining Research
Appendix D – Design Risk Assessment
Appendix E – Gas Risk Assessment

	1.0 Description of the Project	
1.1	Introduction	The purpose of this Pre-construction Information is to provide information for the tendering/planning for work and is to assist the Principal Contractor in preparing and developing the Construction Phase Plan (CPP). The project referred to in this Pre-construction Information is not deemed "notifiable" to the Health and Safety Executive (HSE) under the Construction (Design and Management) Regulations 2015 (CDM). If the project does become notifiable the Principal Contractor must inform the Principal Designer in due course to enable a F10 to be issued. The Pre-construction Information summarises significant risk activity identified by the design team. When carrying out design work, foreseeable risks to those involved in the construction and future use of the structure have been avoided and hazards have been eliminated (so far as is reasonably practicable, taking account other design considerations) and risks associated with those hazards which remain have been reduced. This has been carried out in accordance with the Principles of Prevention. Those hazards that remain should be identified by the Principal Contractor within the CPP and controls implemented to reduce them further. It is the duty of the Principal Contractor to prepare and operate his own safety management systems/procedures. These should take into account the Client specific requirements, the site rules, the hazards and project information incorporated within this Pre-construction Information when completing the CPP and subsequent Risk assessments and Method Statements.
1.2	Project Description	The works are programmed to commence the week commencing 1st September 2015 and are envisaged to be of approximately 6 Weeks duration. Demolition of the severely tilted semi-detached dormer bungalow. Construction of a new gable wall. Internal floor levelling of one room, superficial crack repairs, decoration and reinstatement of land at the adjacent property known as Rowan.

	The following works will be involved in **Phase I and III**, but are not limited to: • Site security fencing and welfare facilities (to remain throughout all Phases) • Erection of full scaffolding with debris netting • Remotely demolish San Diego • Removal of all debris including segregation and considerations for recycling • Construct a new gable or modify the existing party wall and undertake repairs to Rowan • Reinstate land at San Diego with the possibility of treating any encountered shallow workings (encountered through additional GI) before any proposed redevelopment is considered • Remove cabins from site The following works will be involved in **Phase II**, but are not limited to: • Drill angled grout boreholes • Injection of cementitious grout in order to infill, stabilise the mine workings and eliminate any future public safety hazards Prior to any work, a secure area shall be established, the size of which shall be agreed with the Principal Contractor at the Pre-start Meeting. The Principal Contractor for Phase I and III will be NAL Plant. The Principal Contractor for Phase II will be Soil Engineering. The area shall be secured using security fencing and access points shall be lockable. The secure area shall be maintained until the work is complete. Welfare units will be provided within the secure area and maintained until the work is complete. This will be agreed at the pre-start meeting between the two Principal Contractors and the Client.
1.3 Details of Client, Principal Designer, Designers, Principal Contractor, Contractor(s) and other Consultants including Contact Details	<u>Client</u> The Coal Authority 200 Lichfield Lane Mansfield Nottinghamshire NG18 4RG Contact: [redacted] Tel: [redacted] [redacted]

	Email: [redacted] <u>Principal Designer(s)</u> The Coal Authority 200 Lichfield Lane Mansfield Nottinghamshire NG18 4RG Contact: [redacted] Tel: [redacted] [redacted] [redacted] <u>Designer(s)</u> The Coal Authority 200 Lichfield Lane Mansfield Nottinghamshire NG18 4RG Contact: [redacted] [redacted] [redacted] [redacted] <u>Principal Contractor</u> (Demolition and Re-instatement Phases I and III) Nal Plant Limited Farnsworth Farm Welbeck Road Bolsover Derbyshire S44 6XF Contact: [redacted] [redacted] [redacted] [redacted] <u>Principal Contractor</u> (Grouting Phase II) Soil Engineering Ltd Parkside Lane Leeds LS11 5SX [redacted] [redacted] [redacted]

	Email: [redacted] <u>Local Health and Safety Executive Office</u> Lyme Vale Court Lyme Drive Parklands Business Park Newcastle Road Trent Vale Stoke on Trent Staffordshire Fax: 01782 602400
1.4 Extent and Location of Existing Records and Plans	The existing drawings are available by liaison with the Client. The proposed drawings currently prepared are also available with [redacted] Project Manager. It is recommended the Principal Contractor visits the site to satisfy themselves as to the nature and use of the immediate environment. It is recommended that the Principal Contractor follows all available drawings and HSE Guidance to satisfy themselves of the location of all mine workings and potential buried services.
1.5 Existing Drawings	It is recommended the Principal Contractor visits the site to satisfy themselves as to the nature and use of the immediate environment. Details of existing service routes have been provided by the Client. It is recommended that the Principal Contractor follows all available drawings and HSE Guidance to satisfy themselves of the location of all services and potential buried services.
1.6 Existing Health and Safety File	There are no known health and safety files available.
1.7 Other Drawings and Reports	The design drawings are available. See Appendix A. • S130014 – D002 Proposed demolition and reinstatement – plan layout • S130014 – D003 Proposed demolition and reinstatement – elevations including Proposed Grout Plan • JRN4037 Demolition/Refurbishment Survey • P - 019466 2015 04 29 Confirmation from Nat Grid regarding disconnections The scope of work and Construction Phase Plan is to be provided by the Principal Contractor.

2.0 Client's Considerations and Management Requirements (Delete/add to as appropriate)	
2.1 Planning For and Managing Construction Work	The Client/Principal Contractor will provide details of the management structure and organisation for this project at the pre-start meeting. Contact details of key personnel are also provided in section 1.3.
2.2 Structure and Organisation	The Principal Contractor shall provide an organogram in the CPP to show their intended management structure and organisation for the project. The Principal Contractor shall be responsible for planning and organising construction work including the health and safety requirements of the project in line with CDM 2015. The Principal Contractor shall liaise with the Principal Designer in drawing together relevant information to prepare the health and safety file.
2.3 Health and Safety Goals	The safety goals for this project are to protect the health, safety and welfare of all personnel working on this project and others who may be affected by their activities. To identify the measures needed to eliminate hazards, or if not possible to do so, to reduce and control the risks associated with the design, construction and maintenance. The Principal Contractor is required to implement preventive and protective measures to achieve satisfactory completion of the works with ZERO accidents and maintain compliance with all applicable health and safety legislation. Particular reference must be given to the requirements of CDM 2015.
2.4 Arrangements for Monitoring and Review	The Principal Contractor shall insert into the CPP their arrangements for monitoring and reviewing performance measured against the Health and Safety goals.
2.5 Communication and Liaison Between Client and Others	The Principal Contractor should ensure that whilst executing the works throughout the period of this Project, provisions are in place for allowing access to site for Client's employees and their representatives, Health and Safety Executive, Local Authority or Environment Agency staff. The Principal Contractor should ensure that regular meetings are held on site to discuss the works, CDM issues, progress and health and safety issues. The meetings shall be used to discuss the arrangements for ensuring that employees are kept informed of any event and any changes to access or restrictions around the works area. CDM will be central to the agenda of these meetings. Meeting minutes and actions shall be distributed to all present and copies forwarded to the Principal Designer. Any alterations to the design or CPP must be forwarded to the

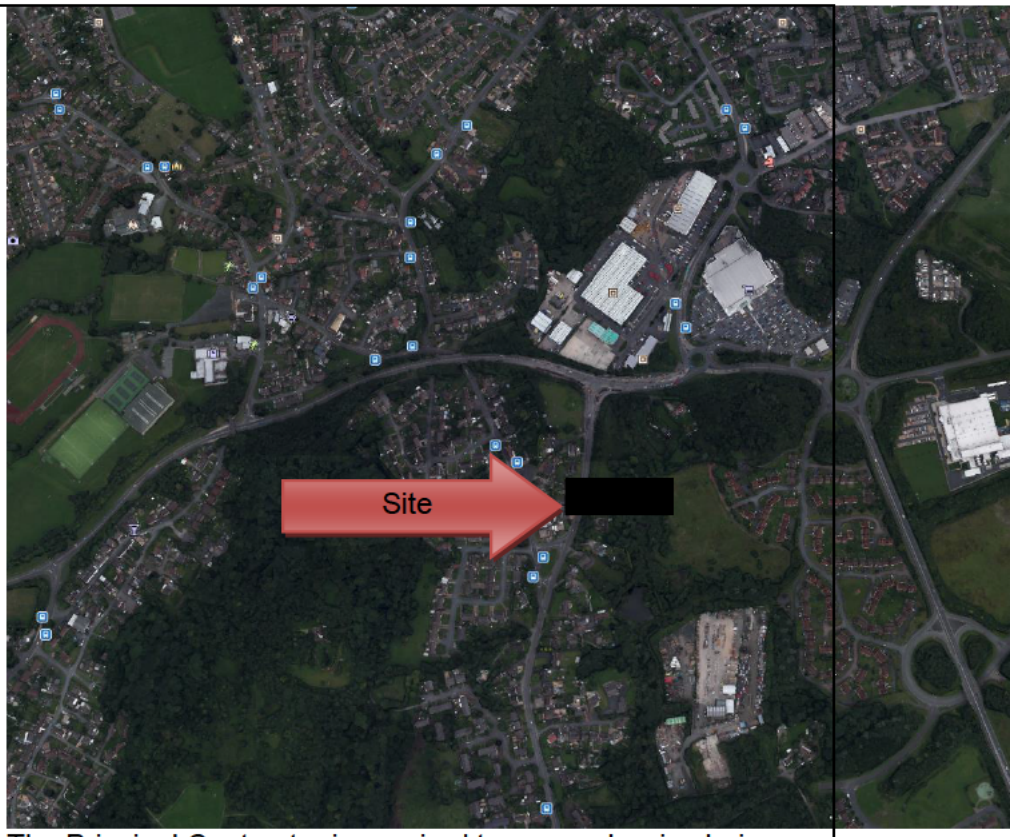
	Principal Designer and Designer(s) and signed off in writing prior to commencement with any further work relating to those alterations.
2.6 Unforeseen Eventualities	The Principal Contractor shall submit to the Principal Designer details of any unforeseen eventualities encountered during the project execution resulting in substantial design changes or which might affect resources, immediately they are encountered. This will enable consideration to be made of the health and safety implications and effect on resources.
2.7 Communication of Continuing Health and Safety Issues	Following issue of this Pre-construction Information, any health and safety issues arising from: • Design changes made by the Client or original Designer(s) • Ongoing design by the original Designer(s) or by any other Designer(s) and • Design changes made by the Principal Contractor's or Contractor's Designer(s) including temporary works The Principal Designer shall be informed of any changes, who will then notify the Principal Contractor so that the CPP can be updated. The CPP must include arrangements for the on-going communication and regular liaison between all parties on site, consultation with the workforce and exchange of design information between the Client, Principal Designer, Designer(s), Principal Contractor and all contractors/sub-contractors employed.
2.8 Security Requirements	The Principal Contractor is required to maintain the security of site at all times both during and outside normal working hours. There are currently no existing security measures which have been put in place around the proposed work areas, therefore, the perimeter of the site welfare and compound areas shall be secured to prevent unauthorised access using temporary fencing such as 1.8m high Heras panels, double clipped with concrete pads. Access gates into site shall be secured at all times when unattended to prevent unauthorised access. The Principal Contractor must secure the compounds on completion of each shift, and at weekends to prevent authorised access. Perimeter fencing checks are to be conducted daily.

	All plant and equipment must be secured when not in use to prevent unauthorised use. Any signs of forced entry must be notified through to the Client/Principal Designer.
2.9 Welfare Facilities	The Principal Contractor must ensure that adequate welfare facilities are provided for the works in accordance with CDM 2015. Welfare facilities must include: • A supply of clean, hot and cold water • Drinking water must be provided or made available at readily accessible and suitable places • Soap or other suitable means of cleaning • Towels or other suitable means of drying • Means of heating food • Rooms must be provided with seating, means of drying and keeping clothing and personal effects secure Welfare facilities must be provided within the contractor's compound and be agreed within the CPP and at the pre-start meeting prior to commencement of works on site. Should there be any changes to the size of the workforce or duration of the project then the welfare facilities must be reviewed by the Principal Contractor and agreed with the Principal Designer to meet the requirements of CDM 2015.
2.10 Health and Safety Requirements of Client's Employees/Others Involved in the Project	Signage shall be erected on the site detailing the names and telephone numbers of officials of the Principal Contractor and The Coal Authority in the event of an emergency and shall include the location of the nearest available telephone.
2.11 Site Hoarding Requirements	The perimeter of the site welfare and compound areas shall be secured to prevent unauthorised access using temporary fencing such as 1.8m high Heras panels, double clipped with concrete pads. Adequately secure and protect adjoining property and highway along identified exposed boundaries. Suitable warning signs shall be displayed in accordance with the requirements of the Health and Safety (Signs and Signals) Regulations 1996 and include "No Unauthorised Persons – Keep Out and Warning to the Public" signs. Access gates must be closed at all times when not in use.
2.12 Site Transport Arrangements or Vehicle Movement Restrictions	The Principal Contractor will need to detail the proposals for managing traffic access to and from site within their CPP. The traffic management plan should consider day to day traffic movements including the unloading and loading of heavy plant, materials and equipment.

	Deliveries will need to be organised accordingly and be transferred immediately into the site boundary/designated laydown area. Deliveries of materials are to be assisted with the use of a trained and competent banks man at all times. The Principal Contractor shall not obstruct any access roads into the site and maintain emergency access routes clear at all times. Consideration of the following will be required: • Site services • General management of plant and machine movements around the site • Provision of appropriate fencing/hoarding/screens around the site • Adequate traffic management is to be implemented during the delivery and collection of the proposed plant, equipment and materials • Pedestrian management • Potential disruption to neighbouring properties • Particular consideration of plant immobilisation due to it being a residential area • Footpath closure subject to the requirements of the Highways Agency, Method Statements and Safe Systems of Work adopted by the appointed Principal Contractor • Plan plant/equipment and material deliveries outside school run times
2.13 Client Permits	The Principal Contractor will be required to contact the statutory provider for any works required to the statutory provider's services. None are currently envisaged. The Principal Contractor will be expected to maintain a Permit to Work (PTW) system prior to allowing work to commence on any of the following: • Working on or in connection with any 'Live' on site services such as electricity, gas etc. • Hot works (cutting, grinding, burning etc.) • Ground works such as excavation • Confined space working e.g. manholes etc.
2.14 Fire Precautions	The Principal Contractor shall introduce fire procedures and precautions in accordance with the Regulatory Reform (Fire Safety) Order 2005 and Health and Safety Executives Guidance HSG 168 Fire Safety in Construction. Arrangements should include: • An assessment of the risk of fire to include a fire plan indicating means of escape • Provision of suitable/sufficient fire points and trained personnel to act in the event of a fire • Introduction of fire assembly points and specifying

	the means of raising the alarm • Adoption of simple fire prevention measures including regularly removing all combustible waste and litter to appropriate storage areas. • Identifying and signing fire exit routes and maintaining clear access at all times for site personnel and emergency vehicles • Provision of suitable and maintained fire extinguishing media No burning, cutting, grinding or welding is to take place without incorporating a hot work permit system and appropriate controls. This information shall be detailed within the CPP and RAMS.
2.15 Emergency Procedures and Means of Escape	The Principal Contractor shall include details of their emergency procedure covering all incidents within the CPP to include excavation work/work at height. The provision of adequate first aid arrangements and provision of trained first aiders shall be in accordance with the Health and Safety (First Aid) Regulations 1981. The Principal Contractor must record and investigate all accidents/incidents that occur on site and report them to the Principal Designer. Any incidents that are classified within the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR) or environmental incidents must be reported to the appropriate enforcing authority. All RIDDOR reportable accidents/incidents must be notified through to the Principal Designer within 24 hours. The nearest Hospital with A&E facilities is: The Princess Royal Hospital Apley Castle Grainger Drive Telford Shropshire TF1 6TF Telephone: 01952 641222 The Principal Contractor shall document the emergency arrangements to be adopted and include: • The route to the nearest hospital with an Accident and Emergency Unit. • The location of first aid equipment and the names of trained first aid personnel • The location of spill kits and other arrangements for dealing with environmental incidents

2.16 Prohibitive/Restricted Areas and Authorisation Requirements	The Principal Contractor shall only access previously agreed areas, for example the site. Access and egress to the site will need to be maintained whilst adequately securing the site along site boundaries. The Principal Contractor shall adopt appropriate fencing and screening/hoarding to protect adjoining property and highway along identified exposed boundaries.
2.17 Client's Designated Confined Spaces	None specified.
2.18 Smoking and Parking Restrictions	All contractors' car parking is to be situated within the site compound and away from any access/emergency roads. Smoking is not allowed on site, in the welfare facilities or vehicles. Smoking will only be allowed in the Principal Contractor's designated 'smoking' areas, which must be provided away from where vehicles park/manoeuvre. Smoking areas must be suitably sign posted and have the appropriate waste receptacles for discarded butts.
3.0 Environmental Restrictions and Existing on-site Risks (Delete/add to as appropriate)	
3.1 Safety Hazards	The Principal Contractor shall include details of their procedures for controlling all safety hazards associated with the project within the CPP to include environmental restrictions and existing on-site risks.
3.2 Boundaries and Access, Restrictions on Deliveries, Waste Collection and Storage	The property is located on [redacted] Donnington, Telford. Access to the site is through a busy residential area. Leave the A518 and take the left on to the A41. At the roundabout take the 2nd exit and re-join the A518. At the 4th roundabout (clock tower) take the 1st exit on to A460, (School Road, Donnington Wood Way). At the roundabout take the 2nd exit and continue along Donnington Wood Way. At the Granville roundabout take the 4th exit on to the B4373. Take the 1st exit at the next roundabout and then the first left. The property is approximately 620ft on the right hand side. The site is located at grid reference: • SJ 70514 12090 • X 370514 • Y 312090

	 The Principal Contractor is required to ensure Lorries being loaded or unloaded is undertaken within the specified site area with all deliveries/collections being restricted to normal working hours. Out of hours may be agreed following liaison and approval from the Client and Local Authority. Deliveries to and from site need to attempt to avoid school hours and are prohibited between 8.00am to 9.10am, 12.00 noon to 1.30pm and 3.30pm to 4.30pm. There are local schools in the area: • Wrockwardine Wood Infant School and Nursery Church Rd Wrockwardine Wood Telford TF2 7AH • St Matthews C Of E (Aided) Primary School Church Rd Donnington Wood Telford TF2 7PZ
3.3 Adjacent Land Use	The property is situated within a busy residential area and is surrounded by similar properties. There are busy main roads in the area which are heavily trafficked. The property is situated on [redacted] and to the north is the B4373.

	There are industrial units to the north and the east is trees and fields.
3.4 Existing Storage of Hazardous Materials	No known hazardous materials are stored on site.
3.5 Location of Existing Services	The Client has service records attached and these will be provided to the Principal Contractor. All utility plant and its location shown are based on plans provided by the relevant utility company and are indicative only. The Principal Contractor should locate and confirm the location of all services prior to commencing any works utilising the relevant main utility drawings pack for accurate details. With the exception of an overhead low voltage electric running coincidental with the rear boundary of the property, no services have been identified within the curtilage of the demolition site. Consideration should still be given to any services encountered outside the site, especially overhead telecommunication cables. Any services located within the highway directly outside the identified site access and egress points shall be adequately protected against construction plant loading.
3.6 Ground Conditions, Underground Structures or Water Courses	Initial hand probe drilling was undertaken by Geol Consultants Ltd to the rear of both properties. At [redacted], probe drilling found a void at the rear of the property beneath the conservatory. Supplementary detailed GI and vertical and angled probe drilling confirmed there was no voiding beneath the rear of the property associated with shallow workings. The investigation revealed shallow coal seams at 8m, 11m and 14.5m all of which were intact with no voiding. The ground generally consists of about 6.1m of very soft made ground and mudstone. At [redacted] the supplementary investigation work revealed voids at the front of the property with broken ground at the rear of the property at corresponding depths confirming the damage and tilt towards the rear of the property were caused by collapsed shallow workings.
3.7 Existing Structures – Stability, Structural Form, Fragile or Hazardous Materials	The affected properties are semi-detached bungalows built circa 1960's with cavity brickwork construction probably built off a strip footing, and have traditional pitched roofs covered in tiles. Each of the properties incorporates a dormer bedroom. Prior to undertaking the general demolition operations the property to be demolished [redacted] is to be isolated at the

	party wall interface. This will involve cutting through all timber purlin and binder members supported by the existing party wall and associated roof and ceiling construction, racking back or saw cutting connecting external and partition masonry walls, and saw cutting the solid concrete ground floors. There are tall chimney stacks in close proximity of adjacent property. The Principal Contractor shall adopt a demolition and construction sequence that facilitates safe access and egress off the site and mitigates any structural damage to the adjoining retained property [redacted] considering the following: • Adoption of a secured exclusion zone around demolition works • Use of fencing/screen/hoarding to create site compound and prevent uncontrolled access • Adopting an independent scaffold system to facilitate safe working at heights to locally strip the roof adjacent to the party wall and cut through timber roof members • Temporary propping of the ceiling to facilitate safe working to strip the ceiling and cut through timber ceiling members • Observation points for demolition to be agreed and communicated • Stability of the structure when undertaking the works to prevent premature collapse, daily monitoring must be detailed • Unstable ground daily monitoring must be detailed • Use of hoarding/screen to prevent spread of debris and protect the general public, neighbours and surrounding buildings • Footpath closure subject to the requirements of the Highways Agency and Method Statements and Safe Systems of Work • Appropriate PPE to be worn at all times
3.8 Previous Structural Modifications Including Weakening or Strengthening	None specified.
3.9 Fire Damage, Ground Shrinkage, Movement or Poor Maintenance Affecting the Structure	Both properties have been found to tilt front to back with the severe tilt and associated structural damage being most evident in [redacted]
3.10 Difficulties Relating to Plant and Equipment on the Premises	Careful planning needs to be undertaken to ensure materials and equipment is delivered at the correct time. All plant and equipment needs to be kept within the curtilage of the site.

3.11 Health and Safety Information Contained in Design or 'As Built' Drawings	None specified.
3.12 Health Hazards	The Principal Contractor shall include details of their procedures for controlling all health hazards associated with the project within the CPP to include environmental restrictions and existing on-site risks. The Designers have identified that the hazardous substances involved in the project are likely to represent risks which a competent contractor would be familiar with. However, the Principal Contractor must specify for any process or activity that is likely to represent a hazard to health their arrangements to eliminate, reduce or control any potential exposure in accordance with the Control of Substances Hazardous to Health Regulations 2002. Cement/PFA dust may cause lung problems and if cement/concrete/aggregate are cut with an abrasive wheel fine particles may be released which could cause silicosis. Also the wet form may cause skin irritations and burning. Therefore, demolition and any use of concrete needs an appropriate risk assessment to control exposure to dust including consideration of the following: • dust extraction/suppression • adopt appropriate dust suppression methods to protect neighbours • adopt appropriate fencing and screening/hoarding to protect adjoining property along exposed boundaries • The use of appropriate Respiratory Protective Equipment (RPE). Those using RPE must have appropriate face fit tests
3.13 Asbestos	A refurbishment/demolition Survey is required where the premises, or part of it, need upgrading, refurbishment or demolishing. This must be undertaken for the property and garage. A Refurbishment/demolition Survey aims to ensure that: • nobody will be harmed by work on ACM in the premises or equipment • such work will be done by the right contractor in the right way The Survey must locate and identify all ACM before any structural work begins at the premises. The area surveyed must be vacated and certified 'fit for reoccupation' after the survey.

	The Principal Contractor shall ensure a survey has been undertaken prior to any works and following the survey that: • if asbestos-containing materials are present work is planned to avoid disturbing these materials if possible • ensure that anyone who is going to work on asbestos material has had appropriate information, instruction and training and is supervised • know what work can be carried out on asbestos-containing materials, i.e. does this work need to be carried out by a licensed contractor • take account of other risks as well as asbestos, e.g. work at height, and take the precautions necessary to do the job safely • use the equipment and method sheets and the right task sheet to make sure that the job is carried out properly and that exposure to asbestos is kept as low as possible • prepare a plan of work, explaining what the job involves, the work procedures, and what controls to use • provide operatives with the right equipment, which is clean, in good working order, and protects you against asbestos • ensure operatives are trained and competent in using any equipment • make sure the work area is inspected visually at the end of the job, to check it's fit for reoccupation • make arrangements for the safe disposal of any asbestos waste • consult with their health and safety representative and The Coal Authority
3.14 Existing Storage of Hazardous Materials	None specified.
3.15 Contaminated Land	None specified.
3.16 Existing Structures Containing Hazardous Materials	No hazardous materials were used at the time of construction. However, those listed below represent what is known and are identified as being potentially hazardous to the health during the works. The Principal Contractor shall detail in the CPP/RAMS the safe working methods for dealing with the items below: • The removal and handling of large sections of glazing. • Plasterboard • Insulation materials • Refrigerant gases • Glazing to windows and doors
3.17 Health Risks Arising from Client's Activities	None specified.

3.18 Gas	The Coal Authority engineer has undertaken a Gas Risk Assessment for the grouting works on this particular project. The Principal Contractor needs to review the risks and control measures outlined and ensure these are addressed in the Construction Phase Plan. The Gas Risk Assessment is attached. The Authority have also produced a document for Gas Monitoring which explains in detail the risks and effects of mine gas and provides suggested control measures to be adopted. This is attached in Appendix E.
3.19 Mine Water Chemistry	None specified.
4.0 Significant Design and Construction Hazards	
4.1 Significant design assumptions and suggested work methods, sequences or other control measures	The Designer(s) have identified that the construction works represent the type of risks which a competent contractor experienced in this type of works would reasonably expect to encounter during the works. The Principal Contractor shall provide a CPP incorporating risk assessments and method statements detailing how they will plan, organise, implement, monitor and review the health and safety risks identified throughout the duration of the works.
4.2 Arrangements for co-ordination of ongoing design work and handling design changes	Communication is essential to co-operation and co-ordination of activities. Information about risks and precautions needs to be shared sensibly when it is needed to plan and manage work. Co-ordination of ongoing design work and handling design changes will be encouraged by: • the appointment of a Principal Designer to oversee the flow of information between the Designers, Principal Contractor and other relevant Contractor(s) • agreeing a common approach to risk reduction during design • regular meetings of all the design team (including the Principal Designer) with contractors, and others • regular reviews of developing designs • site visits, through which the Client/Principal Designer/Designers can gain a direct insight into how the risks are managed in practice Regular reviews of the design involving all members of the design team are particularly

	important in making sure that proper consideration is given to build ability, usability and maintainability. When considering build ability, meetings will include the Principal Contractor and Contractor(s), so that difficulties associated with construction can be discussed and solutions agreed before the work begins. When discussing usability and maintainability, involving the client or those who will be responsible for operating the building or structure will mean that proper consideration can be given to the health and safety of those who will maintain and use the structure once it has been completed.
4.3 Changes to Design Principles	The Principal Designer/Designers shall submit to the Principal Contractor and Contractors during the project execution, any major changes to the design requirements made during the construction phase. These will be submitted in sufficient time to allow the health and safety implications and the effect on resources to be considered prior to commencement of the work by the Principal Contractor. All Design Risk Assessments are provided.
4.4 Ongoing Design Items	The Designer(s) shall submit to the Principal Designer, during the project execution, all design information, specification, drawings, Designers health and safety issues and other information relevant to any on-going design element produced by the original Designer(s) or new Designer(s) during the construction phase. These shall be submitted in sufficient time to allow the health and safety implications and effect on resources to be considered prior to the commencement of the work element on site.
4.5 Contractors Design Items	The Principal Contractor shall submit to the Principal Designer during the project execution all design information, specification, drawings, Designer(s) health and safety issues and other information relevant to any design element produced by the Principal Contractor or Contractor(s). These shall be submitted in sufficient time to allow the health and safety implications and effect on resources to be considered prior to the commencement of the work element on site.

4.6 Information on Significant Risks Identified During Design	The Principal Contractor must detail within their risk assessments, method statements and safe systems of work detailed arrangements for the suitable control of any significant risk. Significant risks for this project include, but are not limited to: • Traffic management interface with pedestrians including deliveries and removal of materials/waste • Anti-social behaviour, theft and unauthorised access may also be a risk • Potential exposure to asbestos • Demolition and removal of the existing structure ensuring protection to others. Particularly neighbours and others during demolition of roof rafters and chimney and structures • Isolation of services. Particular attention to services ensuring termination outside the site or on the boundary. Disconnection certificates to be issued • Excavations and foundation work • Lifting operations • Manual handling operations • Works that generate noise and/or dust, suppression techniques to be used • Potential materials and debris falling • Work at height • Ensure safe positioning of any plant and equipment outside of exclusion zone detail needed on how this will be managed • Monitoring of gases, specifically for grouting works • Grouting operations, the face of the property is to be sheeted and protective measures adopted alongside existing boundaries The Principal contractor shall ensure that all the above risks are covered within the CPP/RAMS and Safe Systems of Work. Where lifting operations involving lifting equipment are being undertaken, the Principal Contractor must: • plan them properly • using people who are sufficiently competent • supervise them appropriately • ensure that they are carried out in a safe manner

	Where grouting operations are being undertaken, the Principal Contractor must: • plan them properly • using people who are sufficiently competent • supervise them appropriately • ensure that they are carried out in a safe manner • the number, depth and inclination of the grout boreholes may be varied as instructed by The Coal Authority Project Manager as works proceed The Principal Contractor shall ensure that any temporary works are designed by a competent engineer.
4.7 Position and Design to Minimise Risks from Site Hazards	The Designer(s) have provided the following information in support of positioning and designing the works to minimise risks from site hazards: • The Designer's risk assessment provided by The Coal Authority • The Designer's drawings provided by The Coal Authority
4.8 Overhead/Underground Services	Details of all services have been forwarded to the Principal Contractor by the Client. In addition the Principal Contractor is required to undertake any checks and confirm the presence, if any, of any existing site services. All work on or near to overhead services must be undertaken in accordance with HSE guidance note GS 6 Avoiding Danger from Overhead Services. All work on or near underground services must be undertaken in accordance with the requirements of HSE guidance note HSG 47 Avoiding Danger from Underground Services using appropriate locating/avoidance tools to carry out the works.
4.9 Traffic management On/Around the Site	The Principal Contractor shall use the access routes identified within this Pre-construction Information and provide details of their traffic management arrangements for work operations including: • Residential traffic and pedestrians for deliveries to site • Control measures to prevent any interaction of site traffic and personnel along site access roads • Measures to minimise the impact of vehicle

	movements on and off the site to ensure that access roads are free from mud and debris • Provision of banks man for all reversing vehicles • Provision of suitable warning signs • Avoiding school times when delivering materials to and from site where ever possible (i.e. 8.00 am to 9.10 am, 12.00 noon to 1.30 pm and 3.30 pm to 4.30 pm) • Consideration of the site being on a roundabout and within the housing estate The Principal Contractor should refer to HSE guidance note HSG 144 - Safe use of Vehicles on Construction Sites.
4.10 Contaminated Ground	The Principal Contractor must specify the control measures to be used within the CPP for any process or activity that is likely to represent a hazard to ground contamination or pollutant to the water course.
4.11 Health Hazards	The Designer(s) have identified that the hazardous substances involved in the project are likely to represent risk which a competent contractor would be familiar with.
4.12 Hazardous Substances	The Principal Contractor must specify the control measures to be used within the CPP for any process or activity that is likely to represent a hazard to health or pollutant to the water course. The Principal Contractor shall consider the COSHH implications i.e. eliminate, reduce or control any potential exposure. In particular safe working arrangements are required for: • Oils, swarfs, lubrication mediums • Any cementatious/PFA material used • Resins • Fibreglass Insulation • Glazing • Drilling oils and fuels
4.13 Noise and Vibration	The Principal Contractor will be required to carry out works which have the potential to generate high levels of noise and vibration, therefore, the Principal Contractor must specify their arrangements to prevent or control any exposure to high levels of noise and vibration. Compliance with the Control of Noise at Work Regulations 2005 and Control of Vibration at Work

	Regulations 2005 must be maintained. Working hours for plant and equipment will be specified in the contract document will be agreed at the pre-start meeting. Appropriate controls need to be in place to consider the implications of Hand-arm Vibration Syndrome HAVs and Whole Body Vibration WBV. All demolition equipment used should, where possible, incorporate noise baffles/suppressors. No demolition works to take place outside the hours of 8:00 – 18:00. Adequate hearing protection should be used by operatives where necessary. This should be detailed within the CPP and control measures implemented following suitable and sufficient risk assessment and safe methods of work.
4.14 Manual Handling	The Designer(s) have specified the use of lightweight building materials wherever possible to reduce significant risks from manual handling activities. However, the materials/items listed below are considered to constitute a health hazard from manual handling, therefore, the Principal Contractor must specify their arrangements to allow safe handling/installation of: • Loading and unloading operations of materials and equipment • Removal of materials and debris from site • General building materials • Positioning of temporary propping The Principal Contractor is required to carry out all manual handling in accordance with the Manual Handling Operations Regulations 1992 and HSG 149 Backs for the Future - safe manual handling in construction.
4.15 Waterborne Diseases	Any works in and around foul water systems have the potential to create a possible health risk to site personnel from waterborne diseases e.g. Leptospirosis (Weil's disease) which is attributable to rats urine. The Principal Contractor must specify arrangements for the prevention of persons contacting waterborne diseases.

4.16 Safety Hazards	The Designer(s) have specified that the following safety issues are not able to be designed out and the Principal Contractor must detail within their CPP the prevention and control measures to be adopted to ensure the safety of site personnel and others during the construction phase of the project: • Asbestos • Cementatious/PFA products • Demolition of existing structure • Dust • Falls from heights • HAVs/WBVs • Loading and unloading • Manual handling • Noise • Plant and Equipment • Potential collapse of structure. • Glazing from windows • Safe working arrangements for oils, swarfs and lubrication mediums • Working with services
4.17 Excavations	The Principal Contractor needs to monitor the integrity of the ground/building at all times during the works and any movements reported immediately to the supervising engineer and seek advice. Prior to carrying out any grubbing up of foundations/excavation work the location and protection of any underground services must be carried out. The Principal Contractor shall fence/secure all excavation to prevent unauthorised access and ensure that these are backfilled as soon as is reasonably possible. The Principal Contractor must detail their arrangements for carrying out these activities in accordance with HSE Guidance HSG 185 Health and Safety in Excavations. Prior to any foundation/excavation work a secure area must be established on site. The area shall be secured using security fencing and access/egress points must be lockable. The secure area must be maintained until the works are complete. All excavated materials are to be managed and stockpiled a safe distance from all open excavations/shafts and other site operations. All plant is to stay away from the edges of excavations.

	Stop blocks should be used where there is a possibility of plant working near an excavation. A banks man should be used where there is any chance of visual impairment to a plant driver. The formation level within all excavations and the excavations are to be inspected and records kept in line with the Principal Contractor's statutory undertaking.
4.18 Plant and Equipment	The Principal Contractor must provide details of their arrangements to maintain safe delivery, installation, operation and maintenance of any items used for both owned or hired plant and equipment. Particular consideration must be for ensuring that plant is strictly operated under robust safe systems of work if operating within the exclusion zone. Appropriate controls must be implemented and communicated to all operatives. Evidence of training achievements must be retained on site for all operators of plant and equipment. All plant and equipment used on site must be in accordance with the Provision and Use of Work Equipment Regulations 1998.
4.19 Lifting Operations	An appointed person and lifting plan is required for all lifts to comply with the requirements of Lifting Operations and Lifting Equipment Regulations 1998 (LOLER). The Principal contractor must satisfy themselves of the manufacturer's and Designer's drawings information as to applicable weights when developing the lift plans and selecting the appropriate equipment for the lifts. The Principal Contractor must provide details of their arrangements to maintain safe delivery, installation, operation and maintenance of any items used for both owned and/or hired lifting equipment. Evidence of training achievements must be retained on site for all operators of lifting equipment. Thorough Examination and inspection paperwork must also be retained on site for all lifting equipment.
4.20 Electrical and Mechanical Works	The Principal Contractor will need to consider the use of Permit to Work systems where any electrical works are carried out. The competency and

	qualifications of tradesman are required (i.e. NICEIC) to be available on site. The Principal Contractor must ensure all electrical works are undertaken in accordance with the IEE Regulations and Code of Practice, and the Health and Safety Executive Guidance HSG 141 Electrical safety on construction sites.
4.21 Fragile Materials	Any glazing that maybe handle, replaced or affected during the project.
4.22 Confined Spaces	None specified.
4.23 Tree Felling	None specified.
4.24 Work at Heights	The Designers have identified that work at heights and the risk of falling persons or materials during the works cannot be avoided. The Principal Contractor must specify their arrangements for complying with the Work at Height Regulations 2005 including avoiding working at height, use of suitable work platforms, the provision of fall protection, leading edge protection, the removal of debris and for protecting site personnel and others. Particular attention needs to be paid in working at heights during the project when: • Loading and unloading vehicles • Removal of roof structure For all work at heights a suitable and sufficient rescue plan will need to be developed, implemented and communicated prior to any works taking place. Therefore the Principal Contractor must ensure that adequate resources are in place for the site where work at height is carried out. These should be regularly assessed and updated where necessary. Resources should include not only equipment but also personnel who have been trained in the use of that equipment. When planning for rescue, consideration should be given to the type of situation from which the casualty may need to be recovered and the type of fall protection equipment which the casualty would be using. Specific rescue equipment should always be present at the worksite. This equipment should be sufficient to carry out a rescue of an individual

	from any situation on the site.
4.25 Other Hazards	None specified.
4.26 Protection of the Public	The Principal Contractor must detail within their risk assessments and method statements, arrangements for preventing unauthorised access to site and the control measures to be established to safeguard others in accordance with HSG 151 Protecting the Public – Your Next Move.
5.0 Environmental	
5.1 Contamination of the Ground and Watercourses and Marine Environment	The Principal Contractor will be required during the works to implement measures to prevent the contamination of the ground or watercourses by fuels, plant, equipment, materials or human waste. Any fuels, oils or other chemicals that are to be stored on site shall be contained within an impervious bund capable of storing 110% of the largest container. The Principal Contractor shall ensure that all waste is managed on site and removed by a Registered Waste Contractor to a licensed site authorised to receive the waste. Waste transfer notes and appropriate documentation will need to be retained and communicated into the Site Waste Management Plan for handover upon completion of the project.
5.2 Noise, Mud, Dust and Vibrations	The Principal Contractor will be required to implement measures to minimise and control the creation of noise, mud, dust and vibrations. Consideration of baffles and suppression equipment as controls. Particular attention must be paid to: • Demolition of existing structure • Grouting with the face of the property protected by sheeting • Protection of others
5.3 Construction Materials Requiring Particular Precautions	In particular the existing buildings infrastructure which cannot be reused, for example: metal/wood should be removed and segregated before removal to a licensed waste recycling facility off-site. Any concrete works will require control measures in order to prevent, inhalation, burns and skin disorders.

5.4 Material Safety Data Sheets	The Principal Contractor is required to provide to the Principal Designer Material Safety Data Sheets for any hazardous substances used during the works for inclusion within the health and safety file. Any products which have hazard warning labels brought onto site require a suitable and sufficient COSHH Assessment to be undertaken to ensure risks are controlled.
5.5 Site Waste Management Plan	The Site Waste Management Plan details the types of waste that will be produce from the works, and details how this will be reused, recycled or disposed of. The aim of the site waste management plan is to improve resource efficiency within the construction industry in order to reduce the amount of waste produced and recover as much of the remainder as possible. If waste is not re-useable on site then The Coal Authority would request if the material is re-useable then it is sent for re-processing and re-cycling. In order to achieve this separate skips maybe required where timber is isolated out from other building and plaster debris. If the site is compact site it may be appropriate for mixed skips to be sent to a recycling plant where the individual components can be stripped out and disposed of with other material. Transfer notes and credits can then be issued by the re-cycling company.
6.0 The Health and Safety File	
6.1 Description of the file's format and any conditions relating to its content	The requirements to compile a Health and Safety File are specified within the Construction (Design & Management) Regulations 2015. The Health and Safety File is essential to those doing the work as it alerts them to risks and helps them decide how to work safely by containing relevant information that will assist any future construction work including, cleaning, maintenance, alterations, refurbishment and demolition works at any time after the completion of the project. The following information will be included in the Health and Safety File: • a brief description of the work carried out • any hazards that have not been eliminated through the design and construction processes, and how they have been addressed (e.g. surveys)

	• key structural principles (e.g. bracing, sources of substantial stored energy – including pre- or post-tensioned members) and safe working loads for floors and roofs • hazardous materials used (e.g. special coatings) • information regarding the removal or dismantling of installed plant and equipment (e.g. any special arrangements for lifting such equipment) including weights • health and safety information about equipment provided for cleaning or maintaining the structure • The nature, location and markings of significant services, including underground cables; drainage; gas supply equipment; fire-fighting services etc. • information and as-built drawings of the building, its plant and equipment (e.g. the means of safe access to and from roof voids and fire proofed components)
7.0 The Construction Health and Safety Plan	
6.2 Description of the plan's format and any conditions relating to its content	The Principal Contractor is required by the Construction (Design and Management) Regulations 2015 to develop, from the Pre-construction Information, a suitable and sufficient Construction Phase Plan. The CPP must set out the health and safety arrangements and site rules taking account, where necessary, the industrial activities taking place on the construction site and, where applicable, must include specific measures concerning work which falls within one or more of the categories set out in Schedule 3 of CDM. This must be completed in sufficient time to allow the Client/Principal Designer to review the CPP before the Client/Principal Designer can allow the Principal Contractor to commence work. The Principal Contractor shall ensure that the content of the Construction Phase Health and Safety Plan adequately addresses the health and safety concerns identified in this Pre-construction Information. Throughout the project the Principal Contractor must ensure that the CPP is appropriately reviewed, updated and revised from time to time so that it continues to be sufficient to ensure that construction work is carried out, so far as is reasonably practicable, without risks to health or safety.

	Where there are any significant changes the Principal Contractor must notify the Principal Designer and agree those changes in writing prior to proceeding with the proposed work.
8.0 Appendices	
Appendix A	Design Drawings
Appendix B	Services Search
Appendix C	Mining Research
Appendix D	Design Risk Assessment
Appendix E	Gas Risk Assessment

Review Status (The Coal Authority)			
Suitable Yes/No	**Date**	**Name**	**Position**
Yes	19.08.2015	[redacted]	SHE Construction Co-ordinator
Signature			

NB: Upon completion of this Pre-construction Information a copy must be supplied to the Principal Contractor to enable a suitable and sufficient Construction Phase Plan to be completed. A record of the Principal Contractor's receipt of the form shall be maintained within Wisdom.

Issued To	**Date**
[redacted]	19.08.2015

NB: The overall choice of risk control measures is the responsibility of the Principal Contractor. The Coal Authority requires the Principal Contractor to implement the hazard control measures for those areas identified in this Pre-construction Information within the Construction Phase Plan and subsequent Risk Assessments/Method Statements.

Principal Contractor Representative Name (Print)	**Position**	**Signature**	**Date**

I accept this Pre-construction Information and agree to implement the appropriate control measures within the Construction Phase Plan and subsequent Risk Assessments/Method Statements.