



PRE-CONSTRUCTION HEALTH & SAFETY PLAN

for

**NEW HEATING
INSTALLATION**

At

**Bodmin Town Council Office
Bodmin
BOILER REPLACEMENT**

Summer 2018



PROPERTY MAINTENANCE - DOCUMENT CONTROL SHEET

**ISSUE
1**

**BODMIN TOWN COUNCIL
BOILER REPLACEMENT**

INSTALLATION OF NEW HEATING

**PRE-CONSTRUCTION
HEALTH & SAFETY PLAN**

Prepared by

Aston Reef Consultant Engineers
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Revision	Date	Originator	Checked	Issued by	Purpose for Issue
Initials					
Nature of Change					



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Document Reference No.	
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CLIENT

Bodmin Town Council

PROJECT MANAGER

Aston Reef Consultant Engineer
44 C Polkyth Road
St Austell
PL25 4LW

PLANNING SUPERVISOR

Aston Reef Consultant Engineer
44 C Polkyth Road
St Austell
PL25 4LW

LOCATION OF SITE

Bodmin Town Council
PL31 2DQ



**BRIEF
DESCRIPTION
OF PROJECT**

The contract shall consist of the replacement of the existing heating boilers, pipework and install new heating boilers, pump sets control valves and connecting pipework .

Alteration of electrical controls and associated cable.

Builders work associated with the installation of the new heating plant.

The replacement and alteration of the existing toilet areas and the demolition of an internal block wall and the installation of a new internal wall

Builders work associated with this works



**INTRODUCTION
TO HEALTH &
SAFETY RISK
ASSESSMENTS
& SAFETY PLAN**

The purpose of risk assessments are to identify the hazards that may be created or occur during the construction works.

The successful contractor will be required to prepare a Health & Safety Plan and Method Statements detailing the actions he will take to reduce or eliminate these risks.

The Contractor's Health & Safety Plan should detail the standard procedures relating to safe working practices, methods of works, etc relating to the work being undertaken.

The list of risks is not exhaustive and any further areas of risk should be included in the Contractor's Safety Plan.

The Contractor's Safety Plan is not to be seen as a final document but must evolve as the project develops.

The Safety Plan will form part of the safety file which will be handed to the Client on completion of the project.



**EXISTING
ENVIRONMENT**

The work areas are within the existing building structure.

The main body of the building is of traditional construction and was built approximately 100 years ago. With a extension approximately 40 years ago

The existing boilers are situated within the boiler rooms which are located at ground level on the main building site. There is a parking area next to the entrance into the building which may require access during the working day.

**EXISTING
INFORMATION**

But part of the public car park can be used as a site compound.
No existing drawings are available



**IDENTIFIED
SIGNIFICANT
HAZARDS**

The following items have been identified as significant hazards while undertaking the proposed works.

- a) Dismantling, moving and disposal of the existing boiler and the installation of the new that is in a confined spaces.
- b) Dismantling, moving and disposal of the existing and the installation of the flue system
- c) Due to its age it is possible that asbestos rope was used as jointing between the boiler sections and their flue pipework joints.
- d) Moving of materials both onto and from the site.
- e) Isolation of electrical supplies.
- f) Hot works carried out within confined spaces.
- g) Consideration of working within the existing voids in hot weather with minimal natural ventilation and lighting
- h) Contact with glass fibre insulation
- i) Removal of the internal wall
- j) Structural condition of the existing joists
- k) Asbestos within the building fabric



**SITE WIDE
ELEMENTS**

Access and egress from the site will be via the building back entrance.

During time, the entrance road, car park and paved areas are in constant use by staff and general public.

The Contractor shall include in his Health & Safety Plan and Method Statement detailing what procedures he will be taking to inform and protect the Public and building population from the danger of the project.

The area available to the contractor is restricted; therefore redundant materials must be removed as soon as possible.



SITE RULES

- 1** Noise control: Comply with the Control of Noise (Codes of Practice for Construction and Open Sites) Order 1984 Regulations which give approval to BS5228: 'Codes of Practice for noise control on construction and demolition sites'. Fit all compressors, percussion tools and vehicles with effective silencers of a type recommended by the Manufacturers.

No radios will be allowed during term time.

- 3** Burning if materials (packing etc) on site are not permitted.
- 4** Do not use the site for purposes other than the execution of the works.
- 5** The Contractor must comply with all Regulations at all times.
- 6** No smoking on the site or the site compound



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CONTINUING LIAISON

The Health & Safety Plan for the Construction Stage must be presented by the Contractor to the Client & Planning Supervisor prior to the commencement of the work, allowing enough time for evaluation.

Should any unforeseen circumstances occur during the Construction Stage which would require deviation from the Health & Safety Plan, then the Contractor must notify the Client and Planning Supervisor in advance.

The Contractor is required to continually update his Construction Stage Health & Safety Plan and provide all necessary information to the Planning Supervisor to allow the completion of the Health & Safety File.



**CONTRACTUAL OBLIGATION OF CONTRACTOR WITH REGARD TO
HEALTH & SAFETY - (As taken from Contract Documents)**

Obligations & Restrictions Imposed by the Employer

General Programme Requirements:

The whole of the works is to be completed as detailed in the Programme of Works.

Employers Requirements:- (Security/Safety/Protection)

The Contractor shall provide all necessary facilities for the safeguarding of the works, materials and plant against damage and theft. Provide all necessary watching, lighting, shelter and fuel for the security of the works and the protection of the public.

Control of Noise & Pollution

The Contractor's attention is drawn to section 60 and 61 of the Control of Pollution Act 1974 which came into force on 1st January 1976. The Contractor will be responsible for complying with all requirements and restrictions imposed by this Act and must allow in his tender for all costs necessitated thereby. No instructions issued to the Contractor by the Contract Administrator shall relieve the Contractor from compliance with this Act.

Site Access

The Contractor's access to the site will be via the rear entrance. Keep access clear and allow for protecting all persons and property.

Order of Works

The general programme requirements and order of works shall be laid out by the main Contractor.

Work Outside Normal Hours

Obtain prior permission from the Contract Administrator to carry out work outside normal working hours which will also be subject to any establishment Regulations, special restrictions etc.,

Bear all costs of overtime, shift and night work allowances.

In the event of overtime etc., being required by the Contract Administrator, instructions will be given in writing and the Contractor will be required to submit detailed returns weekly.



Contractor's General Cost Items: (Site Accommodation)

Temporary Accommodation for use of Contractor

The Contractor shall provide temporary welfare buildings for shelter from inclement weather, accommodation for clothing, accommodation for meals, and sanitary conveniences to a standard not less than that laid down in the rules and regulations referred to in general matters - safety, health and welfare - also for temporary sheds, offices, workshops etc., as may be necessary for the works.

In connection with temporary welfare buildings the contractor shall provide and maintain suitable sanitary equipment.

All sanitary equipment is to be connected to the main drainage system where this is available. Where this is not available chemical closets shall be substituted. By prior arrangement with the premises manager it may be permissible to use the staff toilet accommodation in lieu of the portable sanitary provision provided that the required standards of hygiene and cleanliness are maintained at all times.

The National Working Rules for the Building Industry

The Contractor is to comply with the National Working Rules of the Building Industry as agreed by the National Joint Council for the Building Industry, together with any additions and variations applying to the South West Region.

Health, Safety & Welfare

The Contractor shall ensure that all Safety & Welfare measures required under or by virtue of the provisions of any enactment, or Regulation, or the working rules of any industry are strictly complied with.

The Contractor's attention is drawn in particular to the following:-

- The Construction (Lifting Operations) Regulations 1961
- The Construction (General Provisions) Regulations 1961
- The Construction (Health & Welfare) Regulations 1966
- The Construction (Working Places) Regulations 1966
- The Construction (Head Protection) Regulations 1989
- All Amendments to the above Regulations
- Health & Safety at Work Act 1974 and all Amendments There to.
- The Factories Act 1961 & all Amendments Thereto.

Construction (Design & Management) Regulations 2015

The Contractor is to liaise with the Planning Supervisor appointed by the Client, keep all requisite records and comply in all respects with the Construction (Design & Management) Regulations 2015.



Removing Rubbish, Protective Casings & Cleaning

The Contractor shall clear up and cart away all rubbish as it accumulates during the progress of the works and on completion clear away all surplus materials.

Mechanical Plant

Provide all plant, tools and vehicles for execution of the works.

Temporary Fencing, Hoardings, Screens & Gantries

The Contractor shall provide all necessary fencing, guards, barriers, hoardings, Fans, planked footways, gantries and all other safeguards necessary for protecting the public and for the proper execution of the works.



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NOTIFICATION OF PROJECT (Form F10)

An additional copy of Form F10 is to be displayed on site in a prominent position in order that the information therein is readily available at all times.