



## **PRE CONSTRUCTION INFORMATION**

In respect of the Construction (Design & Management) Regulations 2015

**FOR**

**External Redecoration**

**AT**

**Ivybridge Town Hall, Erme Court, Leonards  
Rd, Ivybridge PL21 0SZ.**

**Croft Surveyors  
Northleigh House  
4 Thorverton Road  
Exeter  
Devon  
EX2 8HF**

**Date: January 2023**

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Appendix A – Designers Risk Assessment

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<sup>1</sup> The format complies with that set out in Appendix 2 of the ACoP (L144)

## **1. Description of project**

### **Project description and programme details:**

#### **(a) Description:**

The external redecoration of Ivybridge Town Hall, Erme Court, Leonards Rd, Ivybridge PL21 0SZ.

#### **(i) Key dates:**

Planned start: - May 2023

Completion:- TBA

#### **(ii) Mobilisation time:**

Maximum 3 weeks from the appointment of the Principal Contractor

#### **(b) Duty holders:**

##### **Client:-**

Ivybridge Town Council  
Ivybridge Town Hall  
Erme Court  
Leonards Rd  
Ivybridge  
PL21 0SZ.

##### **Designer:-**

Croft Surveyors  
Northleigh House  
4 Thorverton Road  
Exeter  
Devon  
EX2 8HF

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##### **Principal Designer:-**

Croft Surveyors  
Northleigh House  
4 Thorverton Road  
Exeter  
Devon  
EX2 8HF

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#### **(c) Use as a workplace:**

The completed structure will not be used as a workplace.

**(d) Existing records:**

None of which we are aware.

**2. Client's considerations and management requirements.**

**(a) arrangements for:-**

**(i) Planning and managing construction work, including any health and safety goals for the project:-**

- The Principal Contractor must establish a benchmark standard for the monitoring of health and safety management of this project eg
  - ALL INCIDENT FREQUENCY RATE OF 5.0/100,000 man hours
  - REPORTABLE ACCIDENT FREQUENCY RATE OF NIL
- All contractors on site will be expected to achieve a similar minimum standard. Site audits and inspections are to feed into progress meeting reports.

THE CONSTRUCTION PHASE PLAN (formerly the Construction Phase Health and Safety Plan) developed from the pre-construction (tender stage) information must be submitted to the CDM co-ordinator not less than one week before the proposed start date for construction work.

NO CONSTRUCTION WORK IS TO COMMENCE UNTIL CONFIRMATION HAS BEEN RECEIVED IN WRITING FROM THE CLIENT THAT THE CONSTRUCTION PHASE PLAN IS SUFFICIENTLY DEVELOPED IN COMPLIANCE WITH REGULATIONS 23(1)(a); 23(2) and 22(1)(c)

The sufficiency of the Construction Phase Plan in respect of the above is dependent on the inclusion of suitable method statements in respect of:-

- Scaffolding particularly with regards to scaffolding over entrance doors which will remain in use
- Site security.
- Welfare arrangements.
- Working adjacent neighbouring residential premises.

**(ii) Communication and liaison between client and others:-  
The client's representative is:-**

Jonathan Parsons  
Town Clerk  
Ivybridge Town Council  
Telephone 01752 893815

**(iii) Security of the site:**

- This security of the construction site will be the sole responsibility of the Principal Contractor.

**(iv) Welfare provision:**

- The PC and contractors must make their own provision for water and electricity supplies as required during the works.
- **The PC must provide a suitable welfare facilities including a WC.**

**(b)**

**(i) Site Hoarding Requirements**

- See 2(a)(iii) above.
- Signage for the site and the entrance to it is to be clear and unambiguous.

**(ii) Site Transport Arrangements or Vehicle Movement Restrictions**

- One parking space will be made available on site, in addition to the space for a welfare unit. Parking on the surrounding roads is difficult.

**(iii) Client Permit to Work Systems**

- Hot working to be controlled by a permit system

**(iv) Fire Precautions**

- An integrated Fire Action Plan for the construction site must be incorporated into the Construction Phase Plan.

**(v) Emergency Procedures and Means of Escape**

- Refer to Item (iv) above.
- An Emergency Action Plan is to be incorporated into the Construction Phase Plan.
- The nearest A & E Hospital is:

**Derriford Hospital, Derriford Rd, Crownhill, Plymouth PL6 8DH**

- A route map from site to the Hospital is to be included with the Construction Phase Plan

**(vi) 'No Go' Areas or other Authorisation Requirements for Those Involved with the Project**

- Refer to item (iii) above.

**(vii) Areas Designated by the Client as Confined Spaces**

- None identified.

**(viii) Smoking and Parking Restrictions**

- The whole of the site is to be a non-smoking area.

**3. Environmental restrictions and existing on-site risks:**

**(a) Safety hazards including:**

**(i) boundaries and access:**

- See b (i) (ii) and (viii) above

**(ii) restrictions on deliveries or waste collection or storage:**

- Deliveries and collections must take place outside busy traffic flow periods. The contractor will be designated space within the car park for a site compound.

**(iii) adjacent land uses:**

- Residential dwellings.

**(iv) existing storage of hazardous materials:**

- None

**(v) location of existing services:**

- To be determined on site.

**(vi) ground conditions:**

- Not relevant.

**(vii) information about existing structures:**

- Included in tender package where available.

**(viii) previous structural modifications:**

- Not applicable

**(ix) fire damage etc:**

- Not applicable

**(x) difficulties in relation to existing plant and equipment:**

- None present

**(xi) health and safety information contained in earlier design, construction or as-built drawings:**

- Nothing applicable

**(b) Health hazards, including:**

**(i) asbestos:**

- Proceed with caution; it is not anticipated that any of the works will involve a potential ACM but in the event of any suspicion, stop work immediately and report to Contract Administrator.

**(ii) existing storage of hazardous materials:**

- None identified

**(iii) contaminated land, including results of surveys:**

- None identified

**(iv) existing structures containing hazardous materials:**

- None identified

**(v) health risks arising from client's activities:**

- None identified, though be aware that the flats are occupied, and some of the occupants may either be elderly, children, or have physical or mental impairments. Care to be exercised as normal when working in occupied premises.

**4. Significant design and construction hazards.**

**(a) significant design assumptions and suggested work methods, sequences or other control measures:**

- Working at height is the principal risk relating to the project as a whole.
- All wet cement products are based on low chromium cement specification.
- Hot work will not be permitted on site without prior authorisation.

**(b) arrangements for co-ordination of ongoing design work and handling design changes:**

- All Architects Instructions and Variation Orders having a design implication must be forwarded to the CDM Co-ordinator to assess the impact on the development of the Construction Phase Plan
- Co-operation/co-ordination must be established between permanent and temporary design processes.

**(c) significant and principal risks identified during design:**

- Working at height
- Working in strong winds
- Manual handling
- Working with cementitious materials
- Potential of asbestos containing materials (limited though this is).
- Site security
- Traffic management, vehicle and pedestrian
- Working alongside occupiers of the flats

**(d) materials requiring particular precautions:**

- Normal construction materials

**5. The health and safety file.**

It is a requirement of the Regulations that the principal contractor in discussions with the CDM co-ordinator identifies the input required of contractors for inclusion in the health and safety file, and implements an effective management system by which such information is promptly provided to the CDM co-ordinator<sup>2</sup>.

Format and content<sup>3</sup>:-

- (a) a brief description of the work carried out
- (b) residual hazards and how they have been dealt with (for example surveys or other information concerning asbestos, contaminated land, water bearing strata, buried services etc)

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<sup>2</sup> Refer principal contractor duty to regulation 22(1)(j)

<sup>3</sup> Refer cl.263 of the ACoP (L144)

- (d) hazardous materials used (for example lead paint; pesticides; special coatings which should not be burned off etc)
- (e) the nature, location and markings of significant services, including underground cables; gas supply equipment; fire fighting services etc

**Prepared by:**

A handwritten signature in black ink, appearing to read 'Simon Buse', is shown on a light-colored background.

**Simon Buse BSc (Hons) MRICS**

**Dated:**

**January 2023**



## **6. APPENDICES:-**

Appendix A – Designers Risk Assessment