

28.01.2022

MWJV

Liskeard CLLD

Pre-Construction Information

09: 01: 2015 : D07

Liskeard CLLD

At

Liskeard Cattle Market

For

Liskeard Town Council

Date: 28.01.2022

Project Ref: 20-5558PM-Liskeard CLLD

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# PREAMBLES

## Pre-Construction Information

The Pre-construction Information has been prepared in accordance with the requirements of the Construction (Design and Management) Regulations 2015 (the CDM Regulations). It has been compiled on the basis of the information available about the project at the time of this revision.

This document is intended to collate information provided into a useful document that can be taken forward and used to plan the project in terms of general cooperation and consideration as well as detailing known health and safety issues.

This document does not attempt to list the responsibilities of the Principal Contractor, of which he should already be fully aware. Further details of such can be viewed in guidance document L153 for the CDM Regulations 2015. This document does however give a guide as to the issues that have been identified already and inform of any site peculiarities or Client restrictions.

This document should not be used in isolation for planning health and safety matters as reference should always be made to other information detailed as well as tender information. Site inspections should always be carried out by the Principal Contractor prior to works commencing to ensure all relevant issues have been identified as far as reasonably possible.

## Construction Stage

The successful contractor should note that the appointment will not be confirmed unless or until the Client is satisfied as to the competence of the contractor to fulfil these duties and as to the adequacy of resources to be allocated to the health and safety aspects of the project.

## Construction Phase Plan

It is a requirement under the CDM Regulations 2015 that the Principal Contractor produces a comprehensive Construction Phase Plan (herein referred to as the Plan). This plan must be submitted to the Principal Designer for review at least two weeks before works commence on site.

The information provided within this document and other documents referenced herein should be referred to when the Principal Contractor is preparing the Plan. Details of how the hazards will be managed should be included.

The Plan must not be a generic health & safety policy style document but must detail actual information that will be implemented. Irrelevant and out of date information (including reference to the 1994 Regulations) must be removed or amended.

The Principal Contractor shall assume full responsibility for the maintenance of this information and for the development of the Construction Phase Plan which shall be up-dated as necessary during the course of the project.

No construction shall be allowed to commence without receipt of written confirmation that the Client is satisfied that the plan is satisfactorily developed and appropriate to the work at hand and the welfare facilities are suitable and sufficient.

## HSE Notification

It is currently thought that there will be a need for an F10 to be submitted, this will however be reviewed with the Principal Contractor once they are on board and the appropriate action will be taken.

# 1.0 DESCRIPTION OF PROJECT

## 1.1 Location

Liskeard Cattle Market, Liskeard, PL14 4AE

## 1.2 Project Description

The project consists of providing small workshops and shared space in a new creative hub based in the old cattle market in Liskeard. This will generally involve the installation of prefabricated units upon an existing slab, installation of a canopy and decking around the units and installation of mains services.

## 1.3 Programme

Planned commencement: April 2022

Contract period: 22 weeks

Mobilisation period (minimum): 2 weeks (after instruction of Principal Contractor before commencement of works on site)

The Principal Contactor is required to provide a detailed programme of the works which will be used and updated on a regular basis. Any significant changes to the programme should be notified to the Client in good time

## 1.4 Contact Details for Duty Holders

**Client** Liskeard Town Council,

3 West Street, Liskeard,

PL14 6BW

Steve Vinson

 (01579) 345407

**Principal Designer** Atlantic Studio,

Trelyon Avenue,

St Ives

TR26 2AD

 Matt Wills

+44(0)1736 792000

**Lead Designer** Contract (TBC)

**M&E Designers** Victoria Offices & Conference Centre

Station Approach

Victoria, St. Austell

PL26 8LG

**Principal Contractor** TBC

## 1.5 Extent and Location of Existing Plans and Records

A number of surveys, reports and plans relating to the property and relevant to the works are, included within this document, held by Dan Lowe of WWA, copies can be obtained from these parties on request. The relevant information is referred to in the following sections of this document.

# 2.0 CLIENT’S CONSIDERATIONS & MANAGEMENT REQUIREMENTS

##

## 2.1 Planning & Managing Construction Work

The Client attaches particular importance to the promotion of a positive Health & Safety Culture on all their construction sites, and as a result requires that the following Safety Goals are targeted:

* Project to be managed to achieve ‘Zero’ accidents
* If this target is not met all accidents are to be fully investigated and details reported as necessary and published to the Client
* The project shall not receive any HSE enforcement action
* The scheme shall comply with any current HSE initiatives; current initiatives include; the ‘Asbestos Hidden Danger’ Campaign and the ‘Shatter Lives’ slips and trips campaign

The Principal Contractor will need to identify in the Plan exactly how the project will be planned and managed detailing, but not limited to, the sections provided in this document. This will include the need for a full and detailed programme of works.

## 2.2 Communication & Liaison between the client and others

It should be ensured that the lines of communication throughout the project are maintained to a high degree. Therefore, any significant information produced or received should be passed to the relevant people in good time.

The Principal Contractor is to include within his construction phase plan; details of how clear communication lines will be maintained between all key parties. Including how relevant information from this document and his construction phase plan will be passed to the subcontractors.

The Principal Contractor is to identify how and when communication and liaison will take place in the form of schedules of meetings etc. The method for passing information to all parties should also be detailed.

## 2.3 Arrangements for Security of the Site

The Principal Contractor must ensure that adequate security measures are implemented to prevent unauthorised access to the site, this is to include Heras fencing surrounding skips or lockable skips to isolate them from the public and adjacent activities.

The client has identified the boundaries on drawing 3767-PBWC-00-00-DR-A-1200 P3 Proposed Site Plan which need to be kept secure throughout the course of the contract.

The Principal Contractor must note they have a duty of care to trespassers under the Occupiers Liability Act 1984 and reasonably practicable security measures must be undertaken.

It is noted that the intended site will be within the shared vicinity of Brady Construction Limited current Liskeard Cattle Market project and will require management and communication to operate in this area.

## 2.4 Arrangements for Welfare Provision and First Aid

The Principal Contractor must include within his Construction Phase Plan; details of the following:

* Details of welfare facilities being provided.

The Principal Contractor is required to make suitable provision for first aid facilities in accordance with the Health and Safety (First Aid) Regulations 1981. Details of equipment provided and trained first aiders must be included within the Construction Phase Plan.

## 2.5 Fire Precautions and Emergency Procedures

There are no specific fire precautions other than those that would normally be connected with working on such a site. Any specific fire risks brought about by the construction works will need to be raised in the Plan and detailed as required to reduce risks wherever possible.

The Principal Contractor is required to comply with the ‘Joint Code of Practice on the Protection from Fire of Construction Sites and Buildings Undergoing Renovation’ (known as The Fire Code edition 8) and accordingly produce a fire safety plan as part of the Construction Phase Plan which is updated as required whilst the project progresses.

The details relating to emergency procedures will need to be detailed in the Plan to include items such as those detailed in the list below:

* Means of warning and escape
* Significant accidents(s)
* Utilities strike

The road leading up to the Carpark is an emergency vehicle route, this needs to be kept clear in case of emergency, only loading and unloading are permitted.

## 2.6 No-go Areas

The works are restricted to the site area only and no deviation from this is permitted. It is particularly important that the adjacent land users are protected and no access into or disturbance of those areas will be permitted.

## 2.7 Site Rules

The Construction Phase Plan is to detail all site rules used by the Principal Contractor and the method of relating these to the workforce, such as in the site induction procedure.

## 2.8 Permit to Work Systems

The Principal Contractor is to set out within the Construction Phase Plan the work activities that will trigger the need for a permit to work system when working within the site boundaries outlined on drawing 3767-PBWC-00-00-DR-A-1200 P3 Proposed Site Plan. The Permit to work system is to be rigorously enforced.

For work outside of the area highlighted in drawing 3767-PBWC-00-00-DR-A-1200 P3 Proposed Site Plan the client requires the Principal Contractor implement or follow the permit to work procedures for:

* Work at height
* Work on services
* Live working
* Noisy and/or vibratory works
* Roof Works
* Hot Works

There will be a general permit issued for the whole of the works for the duration of the project.

## 2.9 Personal Protective Equipment (PPE)

Strict details will need to be provided in relation to PPE to ensure the safety of all construction staff, project team members and visitors. The Principal Contractor will need to detail what PPE requirements are the minimum standard and make suitable PPE available for workers and visitors. All risk assessments and method statements will need to identify what task specific PPE is required.

# 3.0 ENVIRONMENTAL RESTRICTIONS AND EXISTING ON-SITE RISKS

## SAFETY HAZARDS

## 3.1 Access and Egress

Access to and from the site is via Fair Park road into the car park for the duration of the project. As highlighted, there are existing projects ongoing in around the project site and thus a review with the neighboring contractor (Brady) and others will be required.

A detailed traffic management plan will need to be produced by the Principal Contractor to show information in relation, but not limited to, all items noted below:

* Access routes
* Delivery / working times
* Parking (contractors & visitors)
* Delivery drop off
* Banksman
* Materials storage
* Waste storage
* Waste collection
* Pedestrian routes

There is limited parking within the carpark, the Principal Contractor is requested to keep the number of vehicles to a minimum by vehicle sharing where possible.

The occupiers of the adjacent properties to the above site are sensitive to traffic movements and this must be planned in order to reduce disturbance and inconvenience to them. Therefore, the numbers of vehicles must be kept to a minimum as well as deliveries and waste collections which should be planned to occur at off peak periods and the parking of vehicles/positioning of skips given due consideration to prevent blocking the road.

## 3.2 Deliveries, Storage and Waste Collection

All deliveries are to be made to the site entrance on from Fair Park road. Materials are to be stored within the site, to reduce the risk of theft and arson. The Principal Contractor is to include in his Construction Phase Plan a plan showing the positioning of all skips and designated material storage within the building.

Loading and unloading operations shall only be undertaken within the site boundaries outside the site building entrance.

## 3.3 Adjacent Land Uses

The site is within the Liskeard Cattle Market carpark and is surrounded by private buildings, the main vehicular access road, runs into the site, past the site, consideration must be made for the delivery of materials to the site and skip locations, so that access into the carpark is not disrupted.

## 3.4 Existing Storage of Hazardous Substances

There is no specific storage of hazardous materials on the site however there used to be a cattle market in the vicinity, as highlighted in Condition 3 of the planning application a survey of the extent, scale and nature of contamination will be required.

## 3.5 Location of Existing services

The extent of the existing services has been identified by review of the Site Information, visual inspection, and review of survey information drawings. This should not be relied upon alone and the Principal Contractor must allow for further visual inspection of exposed services and use of cable avoidance scanning tools. Construction work should not be carried out unless or until the Principal Contractor is satisfied that all services in the vicinity of the works have been identified. Further investigation may be required subject to the extent of the works.

The following services have been identified on the service drawings contained in the Site Information and the Utility Search Report Liskeard Cattle Market, copies of which are included within the tender information and can be requested from the Principal Designer:

* Electrical
* Gas
* Drainage
* Water
* Waste

Should any previously unidentified services be found then these should be protected, isolated if appropriate and reported to all parties as soon as possible and marked on a services plan for future reference.

## 3.6 Existing Structural Information

A Structural assessment of the existing slab has been provided by MBA and is available within the site information, folder titled ‘Ground Investigation’. All further substructure design works must review this information prior.

Should the Principal Contractor discover any structural abnormalities work in the area is to cease immediately and the Principal Designer and Employers Representative informed at the earliest practicable opportunity.

## 3.7 Traffic Routes on Site

Where traffic controls are required the Principal Contractor shall design and implement a Traffic Management Plan. The plan will control speed limits on and around the site as appropriate and provide adequate segregation between pedestrians and vehicles as well as suitable signage. These arrangements shall be managed and maintained as required for the duration of the project.

## 3.8 Other safety Risks

During the contract period the site will be shared with Brady Construction and thus an allowance for management of deliveries, craning operations etc should be made to review with the neighbouring parties. The Principal contractor must outline how he will reduce this risk in the construction phase plan ensuring adequate mitigation.

Should any other significant health risks arise during the course of the works, the Principal Contractor is to stop works immediately and inform the relevant parties.

## HEALTH HAZARDS

## 3.9 Asbestos

There is no know asbestos on the site currently, however the Principal Contractor must ensure regular review of the site is undertaken.

## 3.10 Noise and Vibration

The Principal Contractor is to note that the site is close to neighbouring occupied buildings. The Principal Contractor is to implement a management regime for ensuring noisy/vibratory works do not represent a health hazards to his employees or a nuisance to neighbouring parties.

# 4.0 Significant Design and Construction Hazards

# 4.1 Design Assumptions and Suggested Work Methods

The construction process will need to start with the erection of the foundations, with the following installation of the prefabricated units, followed by services and installation of the canopy and decking.

## 4.2 Coordination of Ongoing Design and Handling Design Changes

Any ongoing design changes are to be distributed to all relevant parties in good time in order to improve coordination and to ensure that all relevant health, safety and other issues have been identified. The Principal Contractor is to detail how such changes will be managed and who will retain responsibility for distributing and following up on such changes.

The Principal contractor will be required to deliver the remainder of the design using the current stage 4 information and outline performance specification contained in the Works Information

The Principal Contractor and designers will be required to ensure that any significant design changes are notified to the Principal Designer as soon as reasonably practicable and before work on that element commences on site.

## 4.3 Significant Risks identified during design

The Principal Contractor is to note the below:

Risks during Construction:

* buried and overhead services
* working in proximity to another live construction site
* working with existing slab and site levels
* public access continuing to site and car park
* storage of materials and equipment

Risks following Completion:

* security
* maintenance of the flat roof areas e.g. clearing of debris

The sanction of the suitability of the Construction Phase Plan in compliance with regulations 12(1)(a); and 13(2) and 14(1)(c) is dependent on the inclusion of satisfactory method statements in respect the items noted above.

## 4.4 Materials Requiring Precautions

No materials are known to have been specified which will require specific precautions other than those in normal use in the construction industry, which will require COSHH assessments in any case.

## 4.5 Asbestos Declaration

The designers are required to provide a declaration stating they have not specified any Asbestos Containing Materials.

The Principal Contractor is required to provide a declaration stating he has not installed any Asbestos Containing Materials.

The above information will be used by the Client to form part of their Asbestos Register in accordance with the Control of Asbestos Regulations 2012.

# APPENDIX A – CONSTRUCTION PHASE PLAN REQUIREMENTS

## Description of Project

* 1. Project description and programme details including any key dates;
	2. Details of Client, Principal Designer, designers, Principal Contractor and other consultants
	3. Extent and location of existing records and plans that are relevant to health and safety on site, including information about existing structures when appropriate.

## Management of the work

* 1. Management structure and responsibilities
	2. Health and safety goals for the project and arrangements for monitoring and review of health and safety performance
	3. Arrangements for
		1. Regular liaison between parties on site
		2. Consultation with the workforce
		3. Exchange of design information between the Client, designers, Principal Designer and contractors on site
		4. Handling design changes during the project
		5. The selection and control of contractors
		6. Exchange of health and safety information between contractors
		7. Site security
		8. Site induction
		9. On site training
		10. Welfare facilities and first aid
		11. Reporting and investigation of accidents and incidents, including near misses
		12. Production and approval of risk assessments and written systems of works
	4. Site rules (including drug and alcohol policy
	5. Fire and emergency procedures

## Arrangements for controlling significant risks

* 1. **Safety risks, including**
		1. Delivery and removal of materials (including waste) and work equipment taking account of any risk to the public, for example during access or egress from the site
		2. Dealing with services
		3. Accommodating adjacent land uses
		4. Stability of structures
		5. Preventing falls
		6. Work with or near fragile materials
		7. Control of lifting operations
		8. Maintenance of plant and equipment
		9. Work on excavations or work where there are poor ground conditions
		10. Work on wells, underground earthworks or tunnels
		11. Work on or near water where there is a risk of drowning
		12. Work involving diving
		13. Work in a caisson or compressed air working
		14. Work involving explosives
		15. Traffic routes and segregation of vehicles and pedestrians
		16. Storage of materials and work equipment
		17. Any other safety risks
	2. **Health risks, including:**
		1. Removal of asbestos
		2. Dealing with contaminated land
		3. Manual handling
		4. Use of hazardous substances
		5. Reducing noise and vibration
		6. Work with ionising radiation
		7. Exposure to UV radiation
		8. Any other significant health risks

## Health and Safety File

* 1. Layout and format
	2. Arrangements for the collection and gathering of information
	3. Storage of information

# APPENDIX B – HEALTH AND SAFETY FILE

## Section 1 General Information

1.1 Important Notice
1.1.1 Statutory Requirements

1.1.2 Purpose of the Health & Safety File

1.2 File Maintenance
1.2.1 Keeping and Maintaining the File

1.2.2 Amendments to the File

## Section 2 Project Particulars

2.1 Brief Description of Project

2.2 Address of the Project

2.3 Project Dates

2.4 Project Directory

## Section 3 Design Criteria

3.1 Lead Designer - key design principles

3.2 Architectural - design philosophy statement

3.3 Structural
 3.3.1 Design philosophy statement

3.3.2 Safe working loads/limits (floors & roofs)

3.3.3 Details of stored energy

3.3.4 Special arrangements for lifting

3.4 Building Services

 3.4.1 Design philosophy statement

3.4.2 Safe access to plant & equipment

3.5 Design Solution Statements

3.5.1 Access Strategy statement

3.5.2 Fire fighting strategy

## Section 4 Residual Hazards & Risks

4.1 Residual Hazards

4.2 Residual Hazardous Materials

## Section 5 Maintenance & General Details

* 1. Cleaning and Maintenance Strategy/ Statement
	2. Contractor’s advice and suggested method statements
	3. Cleaning and Maintenance Provisions - Special Requirements
	4. Future Demolition or Dismantling

 5.4.1 Prior Arrangements

* 1. Environment and disposal of waste materials and products
	2. Commissioning reports and test certificates
	3. Warranties & Guaranties
	4. Surveys and Investigation Reports
	5. Planning and Building Regulations Approval Documents