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# RSPB Titchwell Marsh Freshwater Habitats Project

**Construction (Design and Management) Regulations 2015**

**Pre-construction Information Package**

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**Section 1: Description of Project**

* 1. **Project description**

This project will redesign and restore the reedbed and freshwater marsh at RSPB Titchwell Marsh, enhancing and improving the Special Protection Area features allowing better hydrological control of the freshwater habitats. It will also make the reserve more resilient to climate change and enhance the wildlife spectacle Titchwell Marsh offers.

Project objectives:

1. To upgrade the water control infrastructure on the reedbeds to allow a dynamic water control and management regime to be implemented, enhancing populations of key species, encouraging new colonising species to settle and providing an enhanced wildlife spectacle for visitors.
2. To re-work the freshmarsh to enable better protection for breeding birds from mammalian predation, to allow dynamic water level control to benefit passage waders, providing an enhanced wildlife spectacle for visitors.
3. To undertake the enhancement programme in a way that will make the reserve more resilient in the face of climate change.
   1. **Location of works**

The freshwater marsh and reedbed at RSPB Titchwell Marsh Nature Reserve, Titchwell, King’s Lynn, Norfolk PE31 8BB.

* 1. **Programme details**

Construction is assumed, at this time, to take place between August and September 2019 in the following order:

Freshwater marsh Estimated: 9 August – 28 August, 2021

Freshwater Reedbed Estimated: 28 Aug – 30 September, 2021

* 1. **Contact details**

***Client:-***

RSPB Lizzie Bruce (Warden)

c/o RSPB Titchwell Marsh Nature Reserve, Titchwell, King’s Lynn, Norfolk PE31 8BB.

Email: lizzie.bruce@rspb.org.uk

No. of Principal Contractors: 1

No of sub-contractors: 0 (To be determined)

No. of people on site at any one time: 6 (To be determined)

***Principal Designer:-***

RSPB Hayley Roan (Senior Sites Manager) c/o RSPB Titchwell Marsh Nature Reserve, Titchwell, King’s Lynn, Norfolk PE31 8BB.

Email: Hayley.roan@rspb.org.uk

Tel 01485 211972 or 07973761297

**1.5 Existing records and plans**

No existing records are available that pre-date the project inception.

**Section 2: Client’s Considerations and Management Requirements**

**2.1 Client’s structure and organisation for the project**

The Client is the Royal Society for the Protection of Birds (RSPB)

The Client’s representative is Lizzie Bruce.

**2.2 Principal Contractor’s H & S structure for the project**

Details are required to be included within the Construction Phase Health & Safety Plan (CPHSP).

**2.3 H & S goals for the project**

The over-riding objective is to complete the works without accident or injury.

Targets are that the PC shall:-

* Provide safety induction talks prior to any operative commencing work on site.
* Conducting weekly health & safety inspections and recording and actioning.
* Submission of ‘near miss’ forms.
* Undertake the works safely to operatives and users of the site.
* Implement and adhere to a lone working procedure where operatives are working alone on site.

**2.4 Monitoring and Review**

A Health and Safety report shall be included as an agenda item for site progress meetings.

Weekly safety checks shall be carried out and a written report including actions taken shall be kept on file.

**2.5 Requirements for permit to work procedures**

There are no requirements at this stage but a procedure may be developed during the course of the construction phase.

**2.6 Method statements where advance notice is required**

* Traffic management for heavy plant
* Temporary access roads, protection and reinstatement

**2.7 Site rules**

* The HSE Notification Form F10 (if applicable), site rules and emergency procedures shall be displayed on site.
* Hard hats, boots with toe protection shall be worn at all times within site area.
* Tools and materials shall be stored in designated areas.
* The site shall be left in a safe, tidy condition at the end of each working day.
* Domestic refuse must be removed from site at the end of each working day.
* No burning shall be permitted.
* The personal calls on mobile telephones are only allowed during breaks when not operating machinery.
* The use of radios, MP3 players and the like is not permitted in work areas.
* Plant and equipment shall be isolated and stored when not in use.
* Vehicles loading or off-loading materials etc. must not be positioned in such a way as to cause a nuisance to adjoining land owners.

**2.8 Site requirements from statutory bodies or adjacent owners**

* SSSI consent through Natural England has been secured by the client.
* Planning permission through Kings Lynn and West Norfolk Borough Council has been secured by the client.
* An Environmental permit through the Environment Agency will be required

**2.9 Restrictions of noise, vibration and other environmental nuisances**

Site generated noise or vibration shall not exceed normal site limits and such work should not be permitted outside normal working hours or at weekends without consultation and approval by the client.

**2.10 Traffic restrictions affecting deliveries, loading and unloading, waiting**

See 2.8

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**2.11 Site access and egress**

The Construction phase H & S Plan (CPH&SP) must include details of how access and egress is to be managed duration the construction phase for heavy plant. All site traffic should avoid using the main visitor entrance to the reserve, therefore will need to use a shared access. A vehicle movement plan is required to show how the contractor will avoid diverted public and staff access to the site.

The vehicle movement plan is to be agreed with the Client and Natural England prior to works commencing on site.

**2.12 Site storage**

Materials, except those prohibited or controlled as mentioned elsewhere in this document, may be stored on site at locations to be designated in the CPH&SP and agreed with RSPB.

**2.13 Site offices and parking**

The location for site offices, welfare facilities and parking areas must be approved by the RSPB.

**2.14 Welfare facilities**

Welfare facilities **must be in place before any other work commences**. The Client will need to be satisfied that these are in place **before** giving written approval to start the construction phase site works.

These facilities need to be made available to everyone including sub-contractors.

The facilities need to include adequate toilets, washing facilities to allow at least for washing forearms up to elbows. There must be an area with seating at a table for preparing and consuming food and refreshments. There must be somewhere for drying and storing clothing and personal protective equipment.

The facilities also need to be sufficient to cope with the number of people employed on the site, easily accessible and well lit, warm and ventilated.

**2.15 Activities on or adjacent to the site during the works**

The site will continue in use as a Nature Reserve during the construction phase.

**2.16 Accident, fire and emergency procedures**

The Emergency Procedure needs to be drafted by the Principal Contractor (PC) and displayed where it can readily be seen within the welfare facilities.

Emergency procedures need to include ‘accident’, ‘fire’, and ‘unexploded ordnance’.

All site personnel informed of the procedures as part of their induction talk.

Fire risk assessment and procedures shall be drafted by the PC in the CPH&SP in accordance with the guidance notes published by the Health and Safety Executive in HSG 168.

**2.17 Restrictions or difficulties at site boundaries**

The Principal Contractor shall ensure all gates intended to be kept closed continue to be kept closed during the occupation of the site.

**2.18 Arrangements for liaison between Client and stakeholders**

All matters relating to health and safety issues, including risk assessments and method statements, shall be communicated between the Principal Contractor and the Client’s representatives.

**2.19 Site security arrangements**

No security arrangements will be available from the Client.

**Section 3: Environmental Restrictions and Existing On-site Risks**

**3.1 Boundaries and Access**

Notices to public to warn of site activities and hazards and to give information should be placed at boundary gates/access points used by the public and specifically at each any public footpath which crosses the site. The wording shall be approved by the RSPB client representative.

Where a pedestrian route, especially in the case of the public footpath, passes nearby or adjacent to discrete work areas then the users shall be segregated by a suitable barrier.

Access for site machinery will be via a shared access track and permission will need to be sought.

**3.2 Adjacent land uses**

Adjacent land uses present only low risk, excepting the road traffic.

**3.3 Existing storage or presence of hazardous materials**

There are no known hazardous substances in the work area.

**3.4 Location of known existing overhead and buried services**

It is not known if there are any buried services in the construction work area but given the terrain this is highly unlikely.

**3.5 Ground conditions**

Variable ground conditions including soft peat and mud.

**3.6 Issues in relation to existing structures**

There are no known issues to structures within the site limits. The Principal Contractor should bear in mind that the nature of the ground surface is uneven and there are archaeological and ecological features within the works area.

The Principal Contractor, prior to starting works on site, shall undertake a photographic schedule of condition, a copy to be issued to the Contract Administrator. Any damage by the contractor or their appointed sub-contractors shall be corrected by the contractor before they leave the site.

**3.7 Safety hazards or issues arising from the Client’s activities**

There are no livestock present on the Nature Reserve. However, there may be horses in adjacent fields.

There is a high probability that unexploded ordnance is within the work areas. Please see UXO report at appendix 4. The client has appointed MACC International to conduct a watching brief during the works.

**3.8 Asbestos**

No asbestos is known to be present within the site working areas.

If asbestos is uncovered during construction work then all works in that area shall be halted and the site agent informed. Work shall not resume until the situation has been assessed and a method statement approved by the Client which allows for the safe removal of the asbestos by a licensed operator in accord with current legislation.

**3.9 Environmental hazards**

An area of Parrots Feather (a non-native species) has been identified on Patsy’s reedbed close to the northern edge of the pool. Contractors will need to ensure this non-native species is not dispersed or spread during the works.

The Principal Contractor will be required to have spill kits available for spilt fuel.

**Section 4: Significant Design and Construction Hazards**

**4.1 Design principles and assumptions relevant to construction phase**

Access to the site area will be away from the public. Temporary footpath closures may need to be put in place with consultation and agreement by the client.

See 3.7 re unexploded ordnance.

**4.2 Co-operation and co-ordination of ongoing/changes to design work**

The Construction (Design and Management) Regulations 2015 apply to changes to design during the construction period.

Information relating to changes in design shall be provided by the Principal Contractor to the Client with sufficient time for health and safety issues to be considered. Method statements to be reviewed and amended as necessary.

**4.3 Significant residual H & S risks identified in design stage**

There is a high probability that unexploded ordnance is within the work areas. Please see UXO report at appendix 4. The client has appointed MACC International to conduct a watching brief during the works.

**4.4 Materials or substances requiring particular precautions**

N/A

**4.5 Specific risks inherent in the design needing management statement from Principal Contractor**

N/A

**4.6 Lifting operations**

Manual handling should be covered under the CPHASP.

**Section 5: The Health and Safety File**

**5.1 Content of H & S File required from Principal Contractor**

* Information of any residual hazards.

**5.2 Required format**

* The H & S File shall be in a single document electronic format.

**5.3 Gathering of information**

Information from any sub-contractors shall be gathered by the Principal Contractor for collation and insertion into the H & S File.

**5.4 Timescale for provision of the information**

Shall be provided with the information required in paragraph 5.1 above within 2 weeks prior of the handover.