
APPENDIX 'B'

PRE-CONSTRUCTION INFORMATION





LEEDS FEDERATED HOUSING ASSOCIATION LTD

PRE-CONSTRUCTION INFORMATION (PCI)

THE CONSTRUCTION (DESIGN & MANAGEMENT) REGULATIONS 2015

**RETAINING WALL IMPROVEMENTS & ASSOCIATED WORKS
AT 10 -24 JARVIS WALK, ROBIN HOOD, LEEDS**

CLIENT:

LEEDS FEDERATED HOUSING ASSOCIATION LTD
ARTHINGTON HOUSE
WESTFIELD ROAD
LEEDS LS3 1DE
TELEPHONE NO: 0113 3861000

PRINCIPAL DESIGNER:

GEORGINA NIJJAR
ASSET MANAGER
LEEDS FEDERATED HOUSING ASSOCIATION LTD
ARTHINGTON HOUSE
30 WESTFIELD ROAD
LEEDS
LS3 1DE

CONTACT TEL: 0113 3861075

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1:00 GENERAL INFORMATION

1:01 PROJECT AND LOCATION.

10-24 JARVIS WALK
ROBIN HOOD
LEEDS
WEST YORKSHIRE
WF3 3AX

1:02 CLIENT

Leeds Federated Housing Association Ltd
Arthington House
30 Westfield Road
Leeds
LS3 1DE
Telephone No: 0113 386 1000

Leeds Federated Housing Association Ltd is a Registered Social Landlord owning approximately 4000 properties; it is regulated by the HCA. (Homes and Communities Agency)

1:03 PROJECT DESCRIPTION

The project is to carry out improvements and strengthening works to an existing retaining wall to the rear boundary of the properties at the addresses above. The existing boundary treatment is a timber fence with concrete gravel boards which are retaining earth from the playing fields behind. The retained height varies from approx. 500mm to 1000mm. The land beyond the change in level also slopes up gradually which is imposing further load onto the retaining structure. There is a secondary steel palisade fence approximately 500mm beyond the garden boundary. This steel palisade fence is the boundary to the playing field. There is a strip of land between the two fences which is overgrown and this has been creating some pressure onto the fence.

The existing retaining structure at 3 of the properties (10, 12 and 14) is showing signs of failure and will be subject to the strengthening works. The proposed works are to install gabion baskets in front of the existing fence the full width of the 3 garden boundaries. On completion of this upgrade a new timber fence will be fitted the full length of all rear garden boundaries (10-24 Jarvis Walk)

The existing retaining structure will remain in place and the new gabions fitted in front to ensure that the land behind remains stable during the improvements.

1:04 KEY DATES

Contract start and completion dates will be mutually agreed once the successful contractor has been appointed. The Client requires the works to be completed no later than 31 March 2017

Anticipated start on site: February 2017

Anticipated completion: March 2017

1:05 CONTRACT JCT Minor Works 2011 with contractors design

1:06 OTHER PARTICIPANTS

Client's representative Mrs Georgina Nijjar RIBA
Leeds Federated Housing Association
30 Westfield Road, Arthington House
Leeds, LS3 1DE
Tel 0113 386107

Principal Designer Mrs Georgina Nijjar RIBA
Leeds Federated Housing Association
30 Westfield Road, Arthington House
Leeds, LS3 1DE
Tel 0113 386107

Contract Administrator Mr William Edson
BWA
Studio 11
The Basilica
2 King Charles Street
Leeds
LS1 6LS

Principal Contractor To be appointed

2:0 EXISTING ENVIRONMENT

2:01 SITE

'The sites' are the rear gardens of individual residential properties of similar age, size and archetype. The scheme was constructed in 2005. All neighbouring properties on Jarvis Walk are owned by Leeds Federated Housing Association.

As described above 'the site' is located at 10 – 24 Jarvis Walk although the retaining wall strengthening works will take place at 10, 12 and 14 only with fence replacements only at the other properties.

The fronts of the properties are accessible by vehicle and the rear gardens are only accessible from the front (Jarvis Walk road) and via side paths and gates between the properties. The properties are semi-detached bungalows.

See attached location plan and site plan in Appendix 1.

See site photos in Appendix 2.

The properties are presently occupied and will remain so for the duration of the works.

The vehicle access to properties may be restricted and priority for parking will be for residents and their visitors.

The construction operations must not adversely affect either the public highways or vehicle access to the property. Pedestrian access must also be maintained at all times. Storage space is limited and deliveries should be made 'just in time' when practicable. All materials will be stored securely to prevent vandalism and unauthorised removal.

Waste should be removed on a regular basis to prevent build up and possible access by unauthorised persons

The properties are situated within residential areas. Due consideration must be given to the residents and their neighbours at all times to minimise unnecessary disruption. This includes noise nuisance, parking, positioning of skips, deliveries and collection of materials to site and working hours. On no account shall materials be stored or left unattended on the footpaths. The Principal Contractor should also ensure that adequate precautions are put in place to protect children who will be going to and returning from local schools or playing in gardens or areas adjacent to the properties.

2:02 EXISTING SERVICES

The position of all relevant external existing services are to be determined on site by the Principal Contractor prior to start of works and all reasonable steps taken to prevent any harm to any person from them.

2:03 SPECIFIC ROAD TRAFFIC

The traffic routes to the property are used principally by private motor vehicles, but are also in close proximity to both schools and shopping facilities. These routes are also used by maintenance cleansing vehicles, light delivery vehicles and emergency services.

2:04 WORKING HOURS

Properties will be available generally to the Contractor from 08.00 > 17.00 hours, 5 days per week. Weekend working is generally not permitted and must be agreed in advance with the Employers Representative.

2:05 ASBESTOS

The properties in this development were constructed in 2005. All works are restricted to external areas so there is minimal risk of encountering Asbestos Containing Materials.

If any other suspicious materials are identified during the course of the works, work in this area will stop immediately and no materials removed from site. The Principal Contractor must bring to the attention of the Principal Designer any other suspect material which may be exposed by the works. No works to commence until sampling of the material has taken place and subsequent test results are known.

The Principal Contractor will be required to submit a revised method statement should any asbestos materials be identified. Work will not start without written authorisation from the C.A.

3:0 EXISTING DRAWINGS AND DOCUMENTS

3:01 Please refer to the schedule of works and drawings associated with the tender documents as well as the location / site plan appended to this document.

4:0 DESIGN CONSTRUCTION HAZARDS

4:01 The following hazards cannot be avoided and may cause a major risk to health and safety of the construction workers and need to be assessed by the Principal Contractor.

- Demolition, excavation and site clearance
- Noise and dust
- Use of mechanical and electrical fixing/power equipment
- Working in and moving materials in / around communal areas
- Transportation and handling of materials
- Removing waste

Please see also the structural engineer's drawings and details for details of residual hazards / risks associated with the works.

4:02 MAINTENANCE HAZARDS

None identified

4:03 CONTRACTORS METHODS

In addition to preparing the Construction Phase Plan, the Principal Contractor will prepare a Method Statement giving sequence of operations and the control of different sub contractors especially in areas of close proximity to others.

4:04 PERMANENT DESIGN

The properties and their gardens will remain for residential use.

4:05 DEMOLITION WORK

The works will involve some demolition but primarily excavation and renovation. Where demolition is identified, the Principal Contractor must submit Method Statements to the C.A. for all areas of demolition and structural opening work involved including sequences to guarantee the stability of the structures and the safety of all site personnel.

5:0 CONSTRUCTION MATERIALS

5:01 PROHIBITED MATERIALS

Materials which must not be incorporated in the works include:

- Calcium chloride or calcium silicate bricks
- Asbestos products
- Aggregates not complying with BS 882 and BS 8110
- Urea formaldehyde
- Materials containing loose fibres less than 3 microns in diameter
- Any other deleterious substances
- Any material containing lead
- Hardwoods from non renewable sources

5:02 HEALTH HAZARDS

There are certain construction materials whose use cannot be avoided and which are potentially hazardous to health. The Principal Contractor must identify any such materials in the Construction Phase Plan and give details of the necessary safe systems to be employed.

Typical substances are:

- Man made mineral fibres
- Isocyanates (present in rigid insulation foams, paints, varnishes, adhesives)
- Solvents (in mastics, glues, cleaners etc.) precautions may require local forced ventilation and/or protective clothing
- Substances hazardous in contact with skin and mucous membranes include:
 - Brick, stone, plaster dust
 - Cement
 - Paints, varnishes, lacquers, stains
 - Acids
 - Alkalis
 - Acrylic and formaldehyde resins

- Chromates (in primer paints, cement)
- Petrol, white spirit, thinners
- Certain epoxy resins
- Legionella

The importance of personal cleanliness should be emphasised together with the provision of appropriate gloves, barrier creams etc.

5:03 FIRE

Particular care must be taken to identify and control the use of highly flammable substances.

The Principal Contractor must provide adequate fire fighting equipment and train personnel in its safe use.

5:04 HANDLING

Mechanical handling of materials should be planned and include consideration of the task, load, crane size, access and limitations of the working area. Avoid manual lifting of heavy or awkward loads. Ensure all operatives are trained in site handling practices.

5:05 FRAGILE MATERIALS

The use of fragile materials needs to be carefully controlled especially where there is risk of falling during construction or maintenance operations.

6:0 SITE OPERATIONS AND THE PUBLIC

6:01 At all times an unobstructed access and egress must be maintained both to each property and the public highways.

6:02 GENERAL PUBLIC

The works are taking place in resident's gardens and full consideration must be given to protection of the public and residents

The general public have right of access along the footpaths, highways and communal areas adjacent to the site and/or compound. These pedestrian access routes must be maintained and left unhindered as a result of the works. **No materials shall be stored in these areas.** All necessary fencing, hoardings, warning signs and lighting will be maintained during the construction phase.

Suitable provision must be made to prevent all unauthorised access onto or under all ladders / working platforms erected as a consequence of the works. Recognised routes of public access around, to and within the area must be maintained and protected throughout the operations.

7:0 SITE PROCEDURES

7:01

The Principal Contractor will co-ordinate the Health and Safety of all organisations and persons on site. This will include the formulation of specific site safety rules, induction training and effective dissemination of information to the work force. Each organisation on site will attend safety co-ordination meetings held by the principal contractor.

7:02 TRAINING

All personnel on site shall receive induction training on site before they start working. This will include safe working practices and personal protective equipment. Operators of plant, machines and portable electrical equipment will be trained before being authorised to use these items on site. Demolition operatives are also to be trained and be competent.

7:03 EMERGENCY PROCEDURES

The Principal Contractor will liaise with the Principal Designer and the emergency services and draw up procedures for fire, explosion or other dangerous incidents. Including reporting arrangements. These will be co-ordinated with all other occupants on site.

7:04 TEMPORARY SITE ACCOMMODATION

Temporary site accommodation including welfare facilities will be located within the areas agreed with Leeds Federated Housing Association Ltd, this arrangement must be confirmed prior to commencement on site.

7:05 STORAGE AREAS

Delivery of materials will be co-ordinated by the Principal Contractor to ensure that the areas available for storage do not conflict with contractor's working areas.

7:06 SECURITY

The general public should not have access to the site or working areas and the site should be made secure out of working hours. Only persons authorised by the Principal Contractor will be allowed on site.

7:07 PERMITS TO WORK

Only persons authorised by the Principal Contractor will be permitted to work with or adjacent to any live services.

8:0 CONTINUING LIAISON

8:1 Health and Safety procedures for principal contractors, sub-contractors and others designs: Compliance with the CDM regulations 2015

Where the Principal Contractor, Sub-contractors, and others (nominated suppliers, artists, tradesmen etc) have a design input into elements or components of the works, their duties under the CDM Regulations are the same as any other “designer” described in Regulation 11.

They shall give the same due consideration to their designs in terms of health and safety and follow the same procedures of hazard identification and risk assessment as required of all designers within the CDM Regulations 2015 and the Approved Code of Practice.

The principal contractor shall be responsible for preparing a list of parties with design input (‘design as defined in the CDM Regulations). Contact names, addresses, telephone and fax numbers shall be given to the Principal Designer

8:01 FUTURE MAINTENANCE

The Principal Contractor will liaise with the Principal Designer on matters which could affect the future maintenance of the buildings.

If any asbestos removal takes place during the course of the works, the removal information for each property shall be passed to the Clients Representative at Leeds Federated Housing Association Ltd so this can be recorded on the Client’s asbestos database.

8:02 UNFORESEEN EVENTS

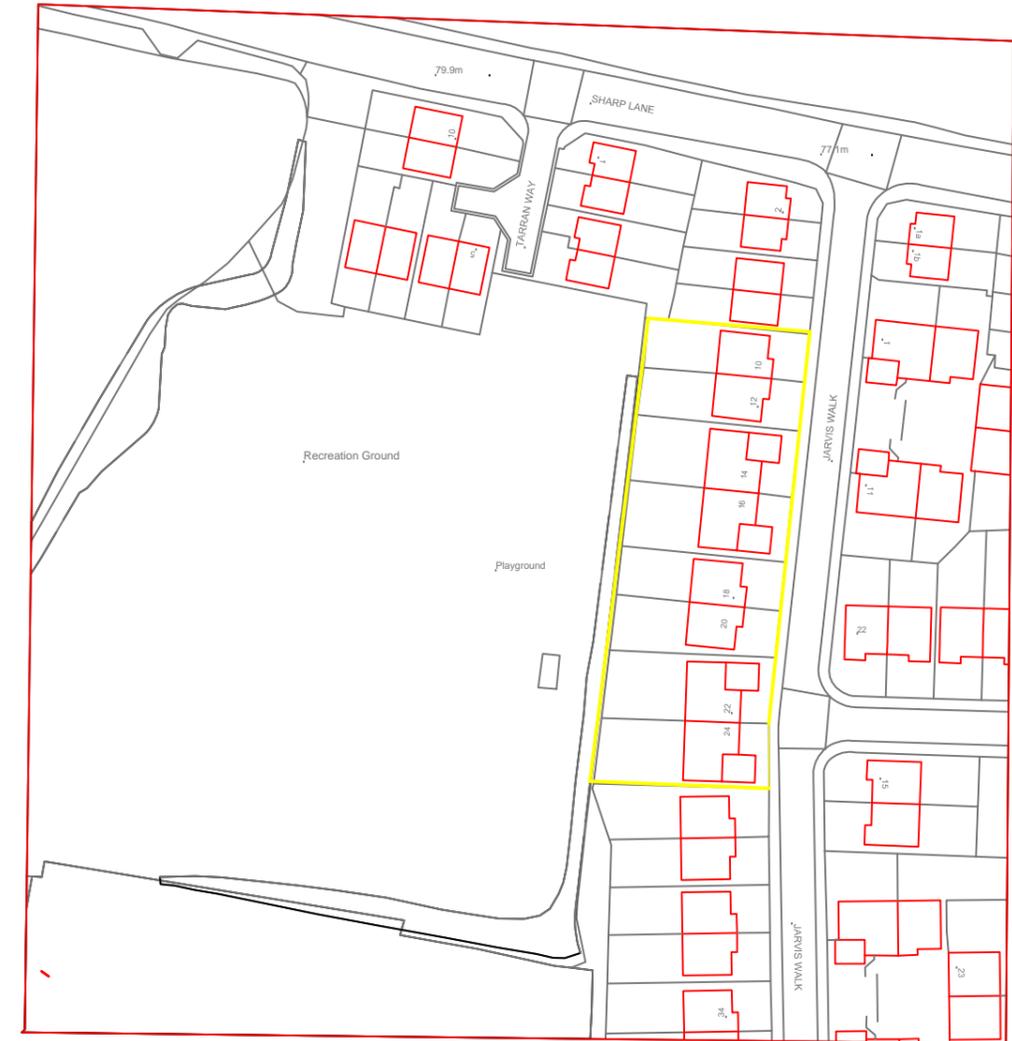
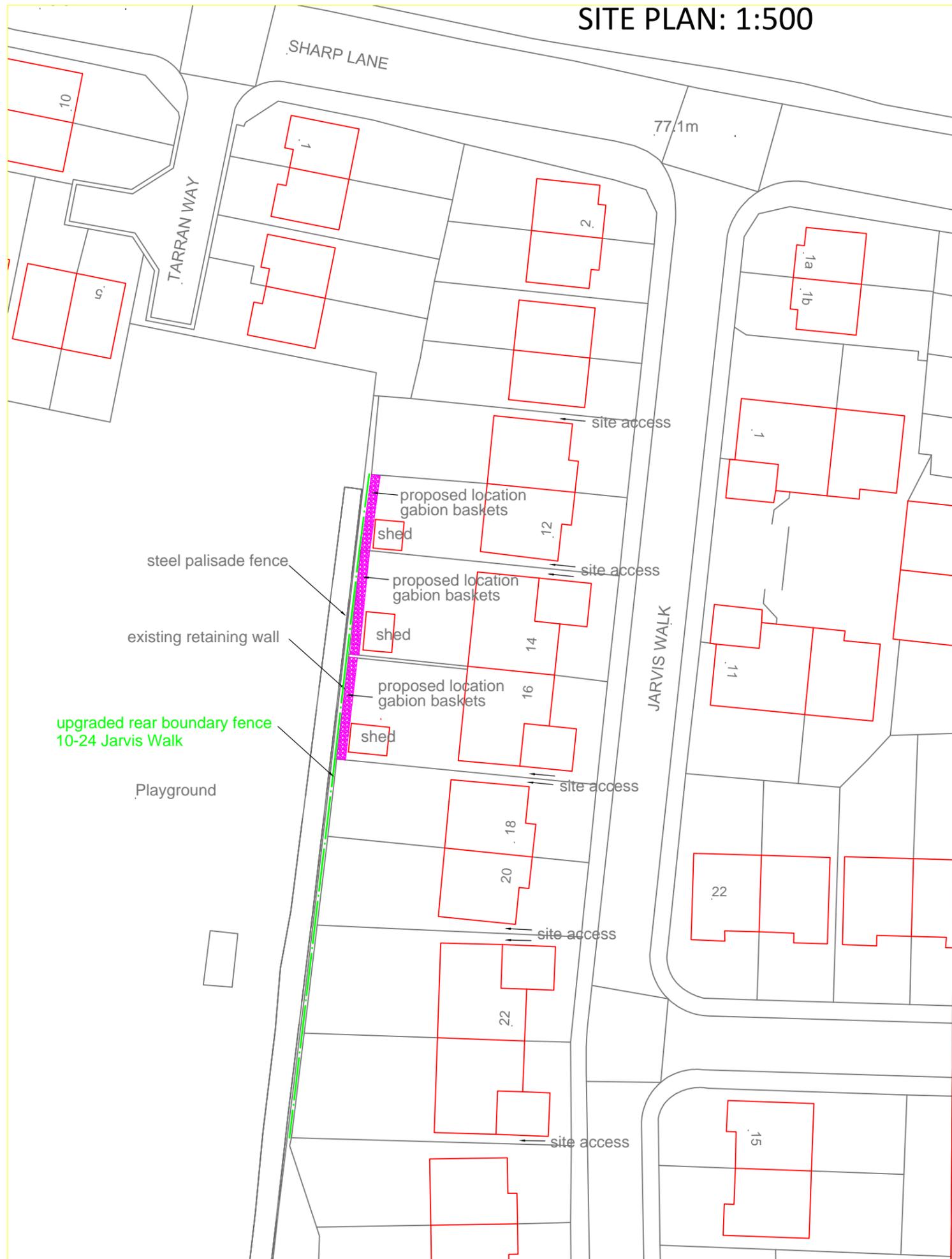
The Principal Contractor shall inform the Principal Designer/ Clients Representative immediately when an event happens that creates a serious hazard that could affect the health and safety of the public at large or any other persons in the vicinity of the site.

8:03 METHOD STATEMENTS

The Principal Contractor shall supply Method Statements detailing how the principal elements of construction will be undertaken: Detailed Method Statements shall be supplied for the following:

- Controlling members of the public and other visitors to the site.
- Preventing unauthorised access onto ladders / working platforms.
- Preventing unauthorised access to areas of proposed demolition and excavation
- Working adjacent to live services
- Manual handling of materials in communal areas
- Location of Skips and disposal of materials
- Safe working practices when in close proximity to schools and Recreation grounds.

SITE PLAN: 1:500



LOCATION PLAN: 1:1250

Site boundary - 10 - 24 Jarvis Walk
fencing upgrades

REV A :

date NOV 16
scale 1:1250 / 1:500
drawn GN
checked
job no. curtilage /jw
drawing no. App 01
revision

project LEEDS FEDERATED HOUSING ASSOCIATION
10-24 JARVIS WALK
ROBIN HOOD LEEDS
LS11 5JX
PCI - APPENDIX 01
LOCATION / SITE PLAN



JARVIS WALK – EXISTING RETAINING STRUCTURE - PCI INFORMATION – APPENDIX 2

