GREAT DUNMOW TOWN COUNCIL

GREAT DUNMOW MULTI-USE GAMES AREA

THE RECREATION GROUND
THE CAUSEWAY
GREAT DUNMOW
CM6 2AA

PRE CONSTRUCTION INFORMATION PACK

CONSTRUCTION (DESIGN AND MANAGEMENT) REGULATIONS 2015

APRIL 2024

INTRODUCTION TO THE PRE-CONSTRUCTION INFORMATION

This is the Pre-Construction Information for the creation of multi-use games area, storage building and a new toilet block in the Great Dunmow Recreation Ground.

As Principal Contractor for the project you must develop a suitable 'Construction Phase Plan'. The plan will need to provide a focus for managing and co-ordinating health and safety. It will need to explain how the key health and safety issues will be managed; it must be relevant to this project and should build on the pre-construction information enclosed.

Prior to offering formal approval of your document on behalf of Great Dunmow Town Council (The Client), we must be satisfied that you have provided sufficient information on the management of health and safety on this project taking into account all the relevant risks.

The Construction Phase Plan is a "live" document and must be updated on a regular basis as the project proceeds.

You should contact us in the first instance should there be further information required in order to prepare the Construction Phase Plan.

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1.00 PROJECT DESCRIPTION & PROGRAMME DETAILS

1.01 Nature of Proposed Works:

Creation of a multi-use games area to the Sports England specification with flood lights, fencing and macadam surface.

The project also includes:

- Groundworks to form additional parking space for 70 space including 4 disabled bays and 14 cycle parking. Re-surfacing works to the existing parking sections, forming new landscaped areas and installing new car charging points.
- Demolition and rebuilding the toilet block with DDA and baby change facilities and cleaner's cupboard.
- Forming new steps with retaining walls between the Dourdan Pavilion and new toilet block.
- Construction of a new steel frame storage unit with metal cladding and PV on the roof.

1.02 F10 & Key Dates:

Mobilisation Period	4 weeks
Start on site:	TBC
Completion:	TBC
Duration:	TBC

A F10 will be submitted to the HSE when the project dates and appointed contractor is confirmed.

1.03 Contact Details:

Client:
Great Dunmow Town Council
Contact: Caz Burton
E:admin@greatdunmow-tc.gov.uk
T: 01371 872406

Architect:
LAP Architects & Interior Designers
Contact: Rebecca Kemm
E:rkemm@lap-architects.co.uk
T: 01245 204005

Principal Designer for Building Regulations
Contact: Rebecca Kemm
E:rkemm@lap-architects.co.uk
T: 01245 204005

Project Manager/ QS:
Hogarth Cooke Knight
Contact: Gary Knight
E:gary@hoggarthcookeknight.co.uk
T: 07973 458493

Civil Engineer:
Ingent Consulting Engineers
Contact: Dan Harper
Edharper@ingent.co.uk
T: 01473 598038

Structural Engineer:
Superstructures
Contact: Craig Carr
E: craig@super-structures.co.uk
T: 01473 217959

Landscape Architect:
Guarda Landscape
Contact: Catherine Xavier
E: catherine@guardalandscape.com
T: 01206 638085
co.uk

CDM:
Walker Cotter Limited
Contact: Martyn Tighe
E: martyn.tighe@walkercottersafety.co.uk
T: 07494 541 849

Principal Contractor:
TBC after tender period

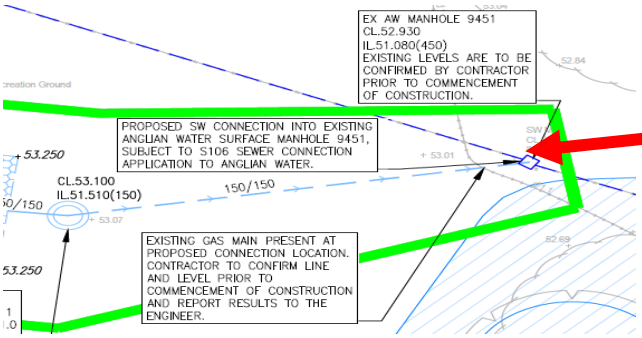
1.04 Intended Use Of Structure Post Completion:
Great Dunmow Recreation Ground will remain as existing and contains a children's play park, skate park and dedicated community centre known as Dourdan Pavilion

1.05 Extent of Existing Records:

Topographical survey:
The ground levels are detailed on the LAP design drawings and shows the site is fairly level.

Services:
Utility plans from Randall Surveys are enclosed in the tender pack.

Water, drainage pipes and electric cables have been identified through / near the work areas therefore the service routes will need to be diverted and protected during the project.



A gas pipe has also been identified in the drainage connection route.

The pipework will need to be tracked and protected to prevent any damage.

The following is also stated in the flood risk assessment "There is a substantial foul drainage system located within the site that serves the wider Great Dunmow area, together with Dourdan pavilion and existing public toilet block that is to be demolished and replaced.

Multiple Anglian Water owned assets are present, including a 7 inch rising main running through the site from north to south, between the proposed storage block and MUGA. These assets have been surveyed and are highlighted on our drainage strategy drawings. A 3m easement either side has been allowed for and the site layout designed around this constraint,"

Investigation work will be requried during the initial stages of the project to ensure all underground services have been tracked to prevent accidental damage.

A temporary power supply will need to be installed for the construction phase with the electrical supply distributed around the work area using transformers. Cabling cables should be hung at height where possible or positioned below matting to prevent any trip hazards.

All operatives must be made aware of new service locations to prevent accidental damage.

The Construction Phase Plan must include how the contractor attends to mark, identify and protect services, including un-mapped services in accordance with HSE Guidance HSG47 and GS6.

No open trenches should be left unattended, without making every reasonable effort to eliminate the hazards by covering or protecting open trenches from accidental entry. **Excavation permits must be in place prior to breaking ground.**

Asbestos Information:
The R&D survey for the toilet block has identified no asbestos materials.

If any suspicious materials are encountered during the project, the appointed site manager should arrange for a local asbestos company to take core samples for laboratory analysis to confirm if the area contains asbestos materials.

The Principal Contractor must detail a procedure to be followed upon discovery of any suspicious materials within the Construction Phase Plan.

Ground Investigation:
Trial hole investigation report has been compiled by B.A Turner Site Investigation. All boreholes were taken down to 3m and consisted of medium to firm ground conditions.

Ecological:
The survey from Greenlight Environmental Consultancy Ltd states the removal or purging of the hedges and trees will need to be undertaken outside the bird nesting season to limit any damage to nesting habitat.

No other protected wildlife was highlighted in the report.

It is proposed bird boxes will be installed during the project with wildlife friendly lighting implemented in the new parking areas and MUGA

Arboricultural:
The tree report from Sharon Hose Good Associates has assessed the quantity and quality of the trees in the work areas.

Selected trees and hedges will be removed or cut back to accommodate the parking space, toilet block and sports pitch.

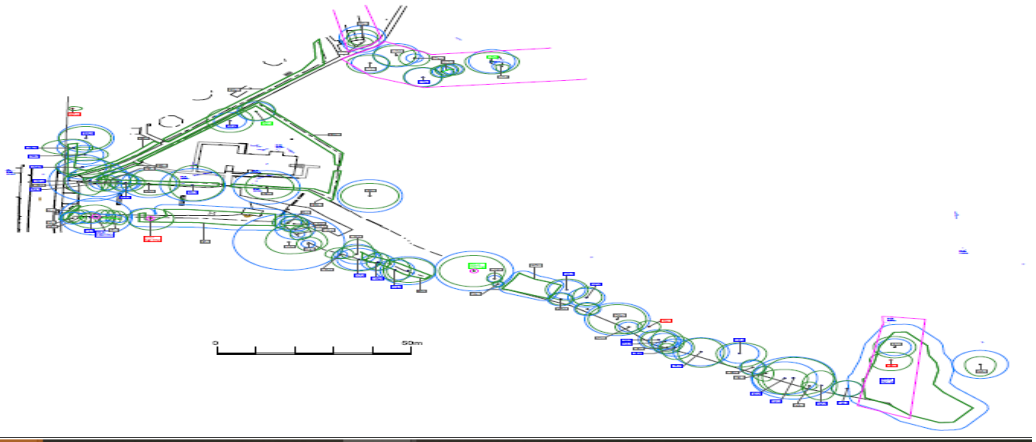
Note, some trees have a Tree Protection Order and formal approval will be requried from the council prior to removal and purging.

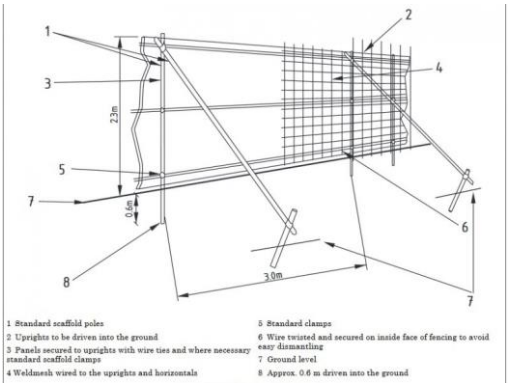
Most of the trees will remain in place and need to be protected during the project with the contractor installing barriers / fencing around the trees and forming no dig zones to prevent any root damage.

Extract from the report:
" *The park has a high tree population and was surveyed on 30 May 2023 and 2 June 2023 by Sharon Durdant-Hollamby in fair weather. Some of the trees are protected by a Tree Preservation Order (which appears to be requirement to review) and the Conservation Area is adjacent to the boundary with The Causeway.*

An offsite ash (T7) is in a hazardous condition and poses a risk to the car park. I recommend that the owner is contacted to discuss this.

The trees provide a high level of visual amenity and ecological connectivity. Many of the ash are struggling with ash dieback disease, which is likely to be progressive"





Example of the tree and root protection measures

Flood Risk Assessment:

The report from Ingent states" the Environment Agency flood mapping indicates that the site redevelopment is partially within Flood Zone 3, as the site is within the 3.33% flood level, the proposed development is considered to have the potential to impact the existing floodplain storage/flow routes during periods of flood.

However, it is noted that the EA flood map states the site to be at low risk of surface water flooding & very low risk of flooding from rivers and the sea.

Drainage Strategy:
Extract from the flood risk assessment:

"the proposed surface water disposal will be via a single restricted outfall into an existing water authority owned manhole. Captured rainfall for the MUGA will be treated and stored within the permeable subbase as per Sport England design specification before being discharged into the network at a restricted rate, to ensure the attenuation provided is fully utilised.

This flow together with captured rainfall from the car park, toilet block & storage block will be directed through a proprietary treatment device (downstream defender) which is proposed to mitigate the anticipated pollution indices. Following this the treated surface water is directed to the crate storage tank which will be located in greenspace to the south-west of the development. It will then be discharged into the Anglian Water surface water sewage system at a restricted rate of 1l/s via the incorporation of a flow control device such as a Hydrobrake. The tank storage has been designed to allow for storm events up to and including 1 in 100year + 45% climate change allowance.

It is anticipated that the whole surface water drainage network, will remain private, although a Section 106 application to Anglian Water will be required to be undertaken at design stage to allow connection to the existing adopted network"

Unexploded Bomb (UXB) risk:
The Great Dunmow recreation ground is located within a low-risk area. https://zeticauxo.com/downloads-and-resources/risk-maps/

2.0 CLIENTS CONSIDERATIONS AND MANAGEMENT REQUIREMENTS

2.01 Health and Safety Goals for the Project:
Your arrangements must meet or exceed the requirements of the following:

- Health and Safety at Work etc Act 1974
- Construction (Design and Management) Regulations 2015
- Control of Asbestos Regulations 2012
- Work at Height Regulations 2005
- Vibration at Work Regulations 2005
- Control of Noise at Work Regulations 2005
- Control of Substances Hazardous to Health Regulations 2002
- Management of Health and Safety at Work Regulations 1999
- Provision and Use of Work Equipment Regulations 1998
- Manual Handling Regulations 1992

- Personal Protective Equipment at Work Regulations 1992
- Electricity at Work Regulations 1989
- Building Safety Act 2022
- The Building Regulations etc. (Amendment) (England) Regulations 2023

The Building Regulations etc. (Amendment) (England) Regulations 2023

Legal Requirements

For all Building Regulations applicable projects, the new regulations require the appointment of a Principal Designer (Building Regulations).

This ensures the design is inherently compliant with the Building Regulations when submitted to the regulators.

It is incumbent upon all duty holders (clients, designers, Principal Designers, contractors, and Principal Contractors etc.) to take a proactive stance in demonstrating how the projects adhere to Building Regulations.

After completing the building work, the Client, Principal Designer and Principal Contractor will need to provide the Approved Inspector with a Compliance Declaration Notice that the Building Regulations have been met.

2.02 Communication:

Great Dunmow Town Council is the Client as described under the CDM Regulations. They in conjunction with Hogarth Cooke Knight will be the people responsible for providing information about this project.

2.03 Site Security:

The contractor will be solely responsible for the security of the site area and must ensure adequate control measures are adopted to prevent unauthorised access to the work areas, compound, skips and storage areas.

Timber hoarding / Readyboard fencing should be erected around the site areas to restrict access.

Additional security measures should be considered during the dark evenings (CCTV cameras, floodlights, night security guard).

At the end of each shift, all tools and high-risk materials must be locked away with plant / machinery immobilised. The site area should be inspected by the appointed site manager before leaving to ensure suitable security arrangements are in place.

The contractor is to instigate a daily signing in procedure for all operatives and visitors attending site. All operatives must receive a full safety induction on their first day.

Safety signs should be positioned around the work areas informing operatives of the site rules, access restrictions, machinery movements and hazardous work activities.

2.04 Welfare:

The appointed contractor shall be required to provide suitable facilities including a meeting room, flushing toilets, drying room, toilets, washing facilities with hot and cold water etc.

The contractor must ensure sufficient facilities are provided for male and female workers.

2.05 Client Undertaking:

It is proposed the project will be phased to maintain access to the car park, playground, Dourdan Pavilion and fields.

The phasing arrangements will need to be agreed prior to start on site and stated in the construction phase plan / contractor's programme.

Any closure of the car park (for large deliveries) must be planned and communicated with the council to ensure all parties are aware and alternative parking arrangements.

The appointed contractor is to ensure all subcontractors are adequately programmed into the project and the required Health and Safety documentation is exchanged prior to them commencing their particular work activities. Without such documentation, the contractor is within his rights to refuse entry.

Working Times:

Normal working hours/days will apply to this project:

- Monday – Friday : 08.00 – 18.00
- Saturday : 08.00 – 13.00
- Sundays and bank hols : No works
- No noisy operations should be undertaken before 8.00am to limit disruption to the neighbouring residents.

2.06 Working at Height:

A mixture of towers, fixed scaffolding & MEWP will be required to work at height, to construct the new toilet block, storage building and installing the new flood lighting and fencing around the sports pitch.

Scaffolding and access towers must be erected by qualified operatives to ensure suitable brick guards, edge protection, toe-boards, sheeted working platforms, netting, lockable wheels on towers are in place, to prevent debris / materials falling onto operatives working below.

The contractor should pay particular attention to the siting of scaffolding over entrance doors and along access routes as the structures may be vulnerable to impact from construction vehicles.

Lighting, signage and foam protection must be positioned on the scaffolding to prevent accidents.

At the end of each working day, all ladders onto the scaffolding must be made inaccessible. Access towers to be dismantled and stored in a safe area to restrict access.

MEWP's must be operated by qualified operatives holding the IPAF training card. The relevant examination certificates for the machines must be obtained from the hire centre to ensure the equipment is safe to use and tested in the last 6 months.

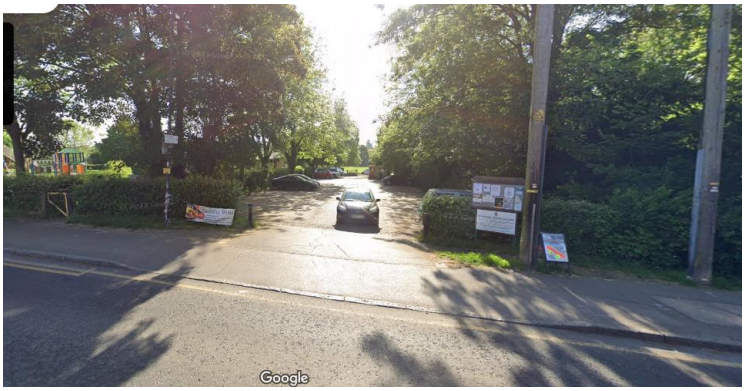
The contractor must ensure the scaffolding, access towers and MEWP's are inspected prior to use and every 7 days in accordance with The Work at Height Regulations. Handover certificates and inspection records to be retained in the site file.

The erection of scaffolding is classed as temporary works and will need to be monitored by the qualified site manager to comply with British Standards (BS5975). The design information / RAMS / NASC compliance certificates must be in place.

During the installation of the roofs to the toilet block and storage building, suitable edge protection should be provided around the open edges together with safety netting installed below the steel frame roof to prevent operatives falling from height.

Safety harnesses must also be used by the operatives when working on the steel frame roof and operating the MEWP's.

2.07 Transport and Storage Restrictions:



There is only one vehicular access route into the site area – off the Causeway (B1008) and through the using existing car park.

The contractor will be allocated a section of the playing field to establish a compound area (skips, storage containers, welfare units).

Separate pedestrian and traffic routes will need to be established that reduces interaction between operatives and moving machinery and delivery trucks.

The contractor must ensure the site area is set up to allow delivery vehicles to travel through the car park and to manoeuvre to a drop off/ storage area which is safe from pedestrian walkways.

All delivery drivers must contact the site manager on arrival and wait to be unloaded. Senior operatives should supervise delivery periods to prevent any incidents and to assist with reversing vehicles. A copy of the delivery procedures appended to all orders.

Suitable signage will be required in the car park to direct vehicles into the unloading and parking areas.

Suitable wheel washing measures should be implemented to restrict the deposit of spoil and mud onto the public highway and around the car park. These arrangements must be detailed in the construction phase plan.

As the storage of materials and tools will be restricted to the immediate work / compound areas, a just in time delivery system should be used to reduce storage requirements.

Prefabricated materials above 25kg carried to the work area will require a manual handling assessment. Trolleys, telehandler, Genie lifting devices and two men teams should be used to reduce manual handling injuries.

This is especially important when installing the heavy steelwork for the storage building and drainage storage tanks. A specific lifting plan and risk assessment/ method statement must be issued to the appointed site manager.

Prior to the arrival of any lifting machines to install the steel frame and drainage tanks. The ground conditions must be checked prior to arrival of the lifting equipment to ensure a suitable base (firm and level) is available.

Note, as the site is below a flight path leading to Stansted Airport, the airport authority has stated that approval and a permit will be required if a crane and tall equipment (lifting equipment, high level scaffolding / lighting, fencing) is used during the project.

Link: https://www.caa.co.uk/Commercial-industry/Airspace/Event-and-obstacle-notification/Cranenotification/

STANSTED AIRPORT AERODROME SAFEGUARDING AUTHORITY PLANNING APPLICATION CONSULTATION RESPONSE – under Circular 1/2003 Safeguarding Aerodromes, Technical Sites and Military Explosives Storage Areas: the Town and Country Planning (Safeguarded Aerodromes, Technical Sites and Military Explosives Storage Areas) Direction 2002				
Planning Authority:	UDC		Application No: UTT/23/2494/FUL	
Development Proposal:	Redevelopment of existing car park to provide 70no. parking spaces and widening of existing crossover. Demolition of existing toilet block and construction of new block with bottle filling station. New storage facility with photovoltaic panels and new MUGA with surrounding hardstanding and landscaping.			
Location:	Car Park Recreation Ground The Causeway			
OS Co-ordinates (Eastings/Northings):	562748 / 222459			
Our Reference:	EMA 263			
No Objection	Crane Advisory Permit Required	Need to engage with MAG Safeguarding	Request Conditions	Objection
X	X		X	

The contractor should also confirm in the Construction Plan how debris materials will be removed from the high-level work areas / roofs / scaffolding i.e. gin wheel, hoists or rubble chute.

Walker Cotter Safety will require sight of a detailed marked up drawing detailing the traffic management arrangements.

2.08 Permit to Work Systems:

A permit to work system must be operated for:

- Hot works – soldering, metal cutting, heating.
- Working at height –mobile towers, ladders, roof.
- Breaking ground – excavations, trenches.
- Lifting tasks – telehandler, excavator, crane.
- Confined spaces – deep excavations for the drainage tanks and manholes.

The permits should be issued and returned to the appointed site manager.

Details of the permit arrangements must be included in the Construction Phase Plan.

2.09 Fire Precautions:

A specific fire risk assessment must be carried out for this project. It must be regularly reviewed and adapted as the works progresses.

The appointed contractor must ensure adequate provisions are put in place to prevent the start of fires.

Suitable fire-fighting equipment must be provided around the work areas following the fire risk assessment.

All hot works must receive a permit to work issued by the appointed site manager and is signed off on completion of the task.

During the safety inductions, all operatives and visitors must be informed of what to do in the event of a fire and what warning systems (i.e. wireless howler units, fire bells and temporary detection units) will be used for emergency situations.

All flammable materials and liquids are to be kept in a lockable metal container and stored away from sources of ignition.

Arrangements for dealing with fuel storage, refuelling, spillages must also be detailed within the fire plan.

In the toilet block and storage building, fire compartmentation / standards must be installed with fire collars, dampers and sealant panels fitted around service openings to limit the spread of fire and smoke during an emergency.

Evidence of the / fire-proofing works should be kept on file before the areas are covered over.

2.10 Emergency Procedures:

A suitable emergency plan must be established that details the fire points, first aid stations, escape routes, muster point, etc.

The contractor should ensure a suitable number of operatives are trained first aiders. All accidents, near misses and incidents must be reported to the project team.

For major accidents, all operatives must attend the nearest A&E hospital: 8.4 miles - Mid Essex Hospital, Court Road, Broomfield, Chelmsford, CM1 7ET

Local fire station – 0.4miles - Dunmow Fire Station

The contractor must consider any excavations and traffic routes which may restrict escape routes. The contractor will be required to cover the excavations with suitable boards / trench covers to ensure operatives can leave the work areas safely during emergency situations.

Full details of the emergency arrangements must be provided within the Construction Phase Plan.

2.11 Designated Confined Spaces:

During this project, confined spaces will be introduced that will need to be managed e.g. excavations, drainage systems. The contractor is to continually monitor the works and put the necessary procedures in place should any confined spaces be introduced.

Excavation covers/boards or segregation in the form of barriers must be used to protect operatives and machinery from falling into the open excavations.

Appropriate precautions shall be observed and detailed in the Construction Phase Plan.

2.12 Site Rules:

These site rules need to be incorporated into the Construction Phase Plan and enforced by the appointed site manager.

- A copy of the RAMS / Construction Phase Plan must be kept on site and regularly updated.
- Operatives and visitors must sign in and receive a specific safety induction.
- Hard hat, safety boots and high visibility vests must worn.
- Dust to be controlled with operatives to wear FFP3 dust masks and using extraction systems on power tools and use water sprays to control dust clouds.
- No dry sweeping – M / H class vacuums to be used for house-keeping tasks.

- No playing of radios.
- No horseplay and no foul or abusive language.
- Permit to work systems must be used for high-risk operations.
- Power tools must be used safely, 110 volt or battery-operated tools only (tools to be in serviceable tested condition).
- 240 volt power tools are not permitted for use on site at any time.
- No smoking or vaping. Designated smoking areas to be established.
- No alcohol or drugs.
- All designated work areas are to be fenced or cordoned off from members of the public.
- No materials to be dropped from height and no materials to be thrown/tossed at any level.
- No tools / materials must be stored on the roof / scaffolding overnight to prevent items blowing off in strong winds overnight.
- Adequate signage must be established to identify any hazards or dangers.
- All accidents and near miss incidents must be reported to the project team.
- Access routes to the playing fields and Dourdan Pavilion must remain unobstructed throughout the project.

2.13 Training / Competence:

All operatives including the site management are expected to have adequately training, skills and knowledge of the tasks they perform.

Proof of the skill cards / qualifications must be presented to the appointed site manager during their safety inductions.

At a minimum:

- Site managers to have CITB Accredited Site Managers Safety Training.
- Site supervisors to have CITB Accredited Site Supervisors Safety.
- Site managers to have Temporary Works training (TWCTC).
- All operatives should have CSCS, working at height, asbestos awareness training cards.
- Operatives using machinery must have CPCS qualifications.
- Operatives erecting fixed scaffolding must have CISRS qualifications.
- Operatives erecting mobile towers must have PASMA qualifications.
- Operatives using MEWP's must have IPAF qualifications.
- Site manager to have first aid at work training-3 day course.

All operatives and visitors shall take part in a safety induction to cover the following points:

- Working near members of the public using the recreation ground.
- Traffic management through the car park.
- Fire safety.
- Lifting restrictions below the flight path to the airport.
- Working at height / fall protection.

- Structural works.
- Tree protection zones
- Lifting tasks.
- Open foundations and excavations.
- Wearing of PPE
- Welfare facilities.
- Training /skill requirements – CSCS, CPCS, first aid, IPAF
- Housekeeping.
- Safe working procedures.
- Permit to work.
- Risks and hazards found on site.
- Accident reporting.

3.0 ENVIRONMENTAL RESTRICTIONS AND EXISTING ON SITE RISKS

3.01 Boundaries:
Red line boundaries are shown on the designer drawing and the contractor must ensure the boundaries are secured at all times.

3.02 Ground Conditions:
The ground report has identified the following:

Made Ground: was encountered to depths of between 0.40m and 3.0m and generally comprised medium to firm, mid brown/orange, silty, clay, thickly laminated with orange and brown silt and fine sand.

Foundations: a reinforced ground floor concrete slab is proposed to the storage building with traditional concrete foundations with beam / block floor slab for the toilet block.

Detailed drawings and Cals have been provided by the civil and structural engineers and suitable props will need to be used to support the structural elements from collapse.

Support to excavations during the construction phase.
Any excavation requiring man entry should be battered back to a safe angle, supported by an appropriate proprietary trench support system or adequately shored to provide safe working conditions.

The support system will require regular inspection to ensure the excavation is adequate and appropriate for the ground conditions.

All natural materials on site should be capable of being excavated using conventional excavating machinery.

3.03 Structural Alterations:
The existing toilet block is constructed of traditional materials and will be removed during this project.

Vibration and noise levels will need to be monitored by the appointed contractor when hydraulic and pneumatic breakers used in the car park to break out the tarmac and to remove the foundations to the toilet block.

The site manager must have temporary works training to ensure the alterations and trench support systems complies with British Standards.

A temporary work register should be compiled and updated throughout the project:

OPTIONAL SUPPORT MATERIAL

Temporary works register

Contract/ Project title:	Newbuild Project, Newtownshire	**Temporary works co-ordinator:**	K. Bee	**Project manager:**	C. Kisza
Date of first issue:	01 Nov 2018	**Date of revision:**	08 Jan 2020	**Reviewed by:**	SSD
Register reference/ revision no:	TW001				

Step 1 - Identify scheme e.g. DI, technical manager, project manager, TWC		**Step 2 – Design brief** e.g. TWC			**Step 3 – Design, verification and approval** e.g. Project manager, TWC, designers, permanent works designer			**Step 4 – Construction and installation** e.g. TWS		**Step 5 – Maintenance and inspection** e.g. TWC	**Step 6 – Dismantle and removal** e.g. TWC, TWS	
TW item number	**Title and description of temporary works (TW) item**	**Date TW design required**	**Date TW engineering design brief issued to TW designer**	**Implement-ation risk class** [Very low, low, medium, high]	**Design check category** [0, 1, 2, 3]	**Date approved design issued by TW designer**	**Date approved by principal contractor**	**Date RAMS reviewed and accepted before installation**	**Date of TW inspection prior to issue of permit to load**	**Details of TW inspection regime**	**Date RAMS reviewed and accepted before removal (if changed)**	**Date of TW completion /permit to unload**
01	Heras fencing phase 1 boundary line/existing pavement	07/11/18	05/11/18	medium	0	07/11/18	07/11/18	07/11/18	07/11/18	Daily checks and inspection by TWS. Weekly 3rd party inspection – external		
02	Hoarding – plyboard phase 1 and 2 boundary line/existing pavement	16/11/18	07/11/18	medium	1	14/11/18	16/11/18	16/11/18	16/01/19	Daily checks and inspection by TWS. Weekly 3rd party inspection – external		
03	Façade retention of existing grade 1 listed building	04/12/18	24/09/18	high	3	03/12/18	04/12/18	04/12/18	04/12/18	Daily checks and inspection by TWS. 7-day statutory inspection.		
04	Above ground pad foundation kentledge – front pavement and inside building gridlines 13-14	26/11/18	07/11/18	medium	2	15/11/18	26/11/18	26/11/18	29/11/18	Daily checks and inspection by TWS		
05	Crane base design inside building	20/05/19	31/10/18	high	3	14/12/18	20/05/19	20/05/19	01/06/19	3rd party temporary works design check. Plate bearing test	N/A sacrificial	
06	Piling matt – area of building	07/02/19	31/10/18	high	3	10/12/18	07/02/19	09/02/19	11/02/19	3rd party temporary works design check. Plate bearing test	N/A sacrificial	
07	Spread load for temporary cabins - front of existing building	03/12/18	29/11/18	medium	1	03/12/18	03/12/18	03/12/19	04/12/19	Compaction tests as per inspection and test plan. Hold point for compaction test before loading	N/A sacrificial	N/A

3.04 Asbestos:

No asbestos has been identified in the work areas.

3.05 Contaminated Land:

No contaminations sources were identified during the ground investigation.

Normal precautions (PPE, good hygiene) should be taken by the groundworkers to limit the risk of any potential contamination.

4.0 SIGNIFICANT DESIGN AND CONSTRUCTION HAZARDS

4.01 Significant Design Assumptions:

The design risks form the lead designer and engineers are shown on the drawings to ensure tendering contractors are aware of the project risks.

Normal construction risks will need to be controlled by the Principal Contractor. Risk assessments must be carried out and method statements produced for all activities where there is a risk to health and safety.

A cleaning & maintenance schedule has been produced by the Lead Designer for the future maintenance of the buildings especially with regards to accessing high level PV panels, drainage systems and guttering on the roofs.

Cleaning of guttering, soffits and fascia: Routine cleaning from the ground using a gutter vacuum system / extendable pole cleaning system. Localised repairs will need to be performed via access towers / scaffolding.

The use of ladders should be limited and performed in accordance with the HSE information leaflets.

Window Cleaning: Lower level on the toilet block can be cleaned using step ladders.

Drainage: Drainage system containing attenuation tanks / flow control devices. These will need periodic maintenance to ensure they are free of grit and debris. Cleaning should be done at least annually.

PV Panels (on the storage building): General inspections to be performed using drones whilst MEWP's or scaffolding will be required for maintenance / repairs.

4.02 Co-ordination of Ongoing Design Work:

There will be regular meetings on site to discuss ongoing design work.

All design changes must be reported to the Client, lead Designer and the Walker Cotter to ensure the implications with regards to Health & Safety are clearly communicated and understood.

4.03 Significant Risks Identified During Design:

EACH ONE OF THESE HAZARDS MUST BE CONSIDERED WHEN PLANNING THE WORKS. (A SUITABLE RESPONSE IS REQUIRED IN THE CONSTRUCTION PHASE PLAN AS TO HOW THESE HAZARDS WILL BE CONTROLLED).

- Access to the playing fields and Dourdan Pavilion to be maintained. Good delivery / traffic management will be requried throughout the project.
- Security of the site area will be important factor together with arrangements for storage of materials and plant. The contractor is to erect fencing / hoarding and display warning signs.
- Traffic management (pedestrian and vehicular) procedures when deliveries / waste collections. A banksman to be provided to assist drivers and supervise revering vehicles.
- Work at height / scaffolding / MEWP's/ ladders. The contractor must consider the Work at Height Regulations to prevent falls from height with the scaffolding formally inspected every 7 days.

- Fall risks when working on the roofs on the storage building and toilet block. Temporary edge protection to be installed and not removed until the roofs are finished. Crash decks and netting must also be installed below the roofs to limit the fall distance.
- Manual handling. A full manual handling assessment must be carried out. Consideration must be given to heavy materials that weigh greater than 25kg and require repetitive handling.
- Stansted Airport lifting and tall equipment restrictions below the flight path. Approval / crane lift will be required from the airport authority.
- Noise and vibration levels to be monitored during the demolition / breaking out phases and when installing the steel frame building. Operatives to be informed of the health risks, time restrictions, job rotation and PPE requirements.
- Fire prevention and precautionary measures with regards to establishing temporary warning / detection systems, providing fire extinguishers, escape routes and controlling hot works.
- Protection of the trees. Root protection measures and no dig zones to be formed to prevent any damage.
- Potential for contact with hidden and un-mapped services. All services should be marked prior to breaking ground. The appointed contractor must CAT scan the area and use hand dig techniques prior to the use of machinery.
- Carnage / lifting tasks above the operatives working below. A lifting plan to be produced together with no entry zones established to prevent accidents.
- Structural works - excavations, new foundations, installation of the steelwork and drainage tanks to the engineer's specification. A temporary work coordinator to be appointed to comply British Standards.
- Confined spaces - possible deep excavations and entering manholes.
- Respirable dust from the demolition phase, drilling into block work, cutting timber and sanding down surfaces for decoration. Water sprays to be used to control dust levels. Operatives to use dust masks and use extract systems on power tools to eliminate dust at the source and only use PPE as the last resort.
- Mud, debris in the car park and along the public highway. Road / wheel cleaning measures to be adopted.

- Debris and trailing cables to be monitored, cleared away and disposed to prevent any slip and trip hazards.
- Weils disease (related to possible vermin infestation in the site area and when connecting the drainage systems).
- Dermatitis from working with wet cement and concrete. All operatives to wear suitable PPE and maintain good hygiene standards.

5.0 THE HEALTH AND SAFETY FILE

5.01 Conditions and Format:

The appointed contractor must provide all drawings, test certificates, guarantees, product literature and cleaning instructions to Walker Cotter within 2 weeks of handover via We-transfer / Dropbox link.

The contractor is responsible for co-ordinating the information required from the sub-contractors.