

# RIDGE

PRE-CONSTRUCTION
INFORMATION
EDMONDS PARK PAVILION
June 2022



### NEW SPORTS AND COMMUNITY PAVILION, EDMONDS PARK, DIDCOT RIDGE

21 June 2022

#### Prepared for

Didcot Town Council Britwell Rd, Didcot OX11 7JN

#### Prepared by

Ridge and Partners LLP The Cowyards Blenheim Park Oxford Road Woodstock OX20 1QR

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Notes

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#### 1. INTRODUCTION

In compliance with the Construction (Design and Management Regulations) 2015, Ridge & Partners LLP have been appointed by Didcot Town Council as the Principal Designer for the new single storey pavilion building at Edmonds Park.

In accordance with the above regulations, the Client wishes to minimise risk to all parties involved in the contract, use and maintenance of the building. Following the completion of the project, a Health and Safety File will be handed to the Client to keep for inspection by anybody who needs to make use of the information gained during the development of the project.

The Health and Safety Plan and File are provided for the purpose of conveying information provided by others to those who have a duty to ensure the health and safety of any person at work, any person who is carrying out work or will carry out construction work, maintenance or cleaning work in or on the structure, or any person who may be affected by such work.

Ridge and Partners LLP does not accept any responsibility for the accuracy and currency of the documentation provided by others.

Note: For construction purposes the latest issue of documentation from the designers should always be used.

#### 2. PROJECT INFORMATION

#### 2.1. Project Description

The works comprise of the design and construction of a new single storey pavilion providing sports changing rooms and a multi-functional community space together with related facilities. External hard and soft landscaping, sports and play equipment, bicycle storage and improved parking arrangements.

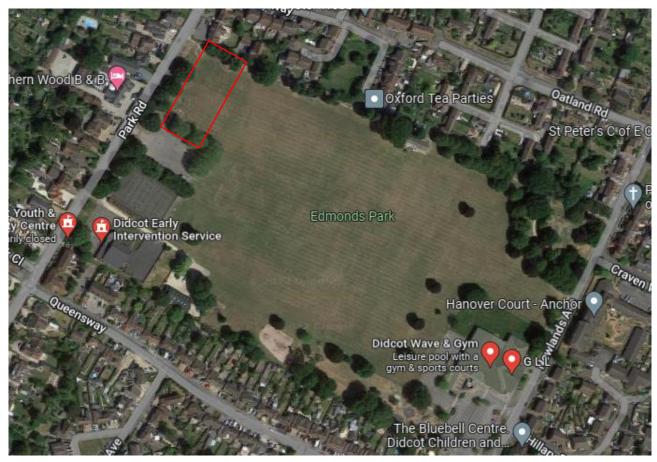


Figure 1 Site Location -

#### 2.2. Project Programme

The key dates for the Principal Contractor to consider within the tender offer and as outlined within these requirements are as follows:-

- Anticipated date of possession: January 2023 TBC
- Anticipated completion date: August 2023 TBC
- Anticipated period between appointment of the Principal Contractor and date of possession: 4 weeks

#### 2.3. Extent and location of existing records and plans

The following reports and surveys are provided:

TITLE	AUTHOR
As per the tender pack	

#### 2.4. Project Particulars

#### **CLIENT**

Name: Didcot Town Council

Address: Britwell Rd, Didcot OX11 7JN

## ARCHITECT Name TBC Address: Telephone:

#### **PROJECT MANAGER**

Name: TBC Address: Telephone:

#### PRINCIPAL DESIGNER Stage 1

Name: Ridge and Partners LLP

Address: The Cowyards, Blenheim Park, Oxford Road, Woodstock, OX20 1QR

**Telephone:** 01993 815000

#### 2nd STAGE PRINCIPAL DESIGNER - TBC

#### **QUANTITY SURVEYOR**

Name: Ridge and Partners LLP

Address: The Cowyards, Blenheim Park, Oxford Road, Woodstock, OX20 1QR

**Telephone:** 01993 815000

#### 2<sup>nd</sup> STAGE QUANTITY SURVEYOR - TBC

#### **MECHANICAL AND ELECTRICAL ENGINEER - TBC**

Name: Address: Telephone:

#### STRUCTURAL ENGINEER TBC

Name: Address: Telephone:

The successful Principal Contractor must provide the Principal Designer with full details of any additional designers associated with the construction phase, particularly taking into account the details of the temporary works designers, such as:

- Scaffold designers;
- Formwork designers;
- Other temporary structures such as crane bases.

•

Note that this list is not exhaustive.

#### 3. CLIENT'S MANAGEMENT REQUIREMENTS

#### 3.1. Management of the Construction Work

The Principal Contractor must ensure compliance with all relevant legislation, approved codes of practice and best practice. The construction phase plan should be developed in consultation with the contractors who will be affected by it, and the Principal Contractor should request any additional information required from the Client's team for the plan through the Principal Designer.

The Principal Contractor shall submit the construction phase plan and details of the welfare arrangements to the Principal Designer for review at least one week before the intended commencement date. A copy of the vetting sheet to be used by the Principal Designer in this respect is included in the appendix. The Principal Contractor shall not commence any work on site (including site set up) until he has received written confirmation from the client that his construction phase plan and welfare arrangements are satisfactory.

Detailed proposals for the following shall be included in the plan submitted:

- Site layout plan;
- Site access plan;
- Traffic management plan

The Principal Contractor is expected to review and revise his construction phase plan as necessary throughout the construction period. they should note, however, the Regulations do not require such revisions to be approved by either the Client or Principal Designer; however this will be an agenda item during site visits and audits.

#### 3.2. Progress Safety Report

The Principal Contractor shall include detailed reports on site health and safety management as part of his progress reports, which shall include:

- Accident and incident rate;
- Summary of all accidents/incidents including minor and near misses that have occurred during the reporting period and actions taken to prevent a recurrence of similar incidents;
- Copies of all formal site inspection reports for the period, details of any particular actions taken in consequence of the reports, and a summary of the main findings;
- Report on any significant high risk activities planned to take place over the next reporting period and how the risks will be managed;
- Report on any significant high risk activities that took place over the last period and how the risks were controlled;
- Report on any amendments made to the construction phase plan during the period (Review schedule of risk assessments and method statements);
- Confirmation of the number of people inducted during the period;
- Confirmation of toolbox talks and other onsite training undertaken during the period;
- Details of the welfare facilities on site and associated cleaning regime;
- Confirmation of health and safety coordination meetings held in the period e.g. Meetings with the Client's Site Representative, contractors safety coordination meetings;
- Confirmation of site security arrangements and details of any breaches of site security during the period.

#### 3.3. Health and Safety Goals

The following health and safety goals have been set for this project. Achievement in relation to these goals will be measured as indicated and reported to the client at progress meetings.

TARGET	MEASUREMENT PROCEDURE	TIMESCALE
No lost-time accidents	Accidents/near misses to be recorded	Ongoing
All personnel to receive site induction prior to commencement of work	Principal Contractor to keep induction records available for inspection	Prior to commencement & ongoing
Weekly formal site health and safety inspections	Principal Contractor to keep records of inspections available on site and include copies with his progress reports	Weekly
Appropriate PPE to be worn at all times	Principal Contractors regular site safety inspections  Observation by Client and consultants visiting site.	Ongoing
Positive feedback from Client or adjacent occupants	Client feedback to be on agenda for progress and project review meetings	Ongoing

#### 3.4. Communications

Good communication is vital to ensure that the project will be well managed and minimise risks to health and safety. It is the responsibility of all Designers, Contractors and the Principal Contractor to liaise with the Principal Designer through the duration of the pre-construction phase, i.e. any phase in which design is undertaken. To ensure work is co-ordinated properly all duty holders must attend design and progress meetings as required in order to ensure that details of health and safety risks are shared amongst the project team.

The Principal Contractor should highlight any risk information which has not previously been recorded as soon as it becomes available / known to him. The Principal Contractor will be required to speak to the Principal Designer on a regular basis and keep him apprised of forthcoming works that may affect:

- The operations of the Client;
- Any third parties;
- The safe construction of the building;
- The safe management (i.e. cleaning and maintenance) of the final project.

Health and safety will be on the agenda for all progress meetings. This should include a discussion of any key up and coming health or safety risks / issues, as well as a report on achievement with respect to project health and safety targets.

#### 3.5. Welfare Provision

Site accommodation/welfare facilities must be provided in accordance with the requirements of Schedule 2 of the Construction (Design and Management) Regulations, and must be suitable and sufficient taking into account the works being carried out, any likely contamination issues and the number of operatives on site etc.

Details of site welfare arrangements must be included in the Principal Contractor's Construction Phase Plan

#### 3.6. Security of the Site

The Principal Contractor must ensure that the site is enclosed with suitable fencing/hoarding and adequately secured against unauthorised access at all times.

All operatives and visitors must report to the site office before entering site work areas, and sign in in the daily record book, and sign out when leaving.

Details of site security arrangements must be included in the Principal Contractor's Construction Phase Plan.

#### 3.7. Hoarding Requirements and any Additional Security Measures

The Principal Contractor will be responsible for security of the designated work area. The Principal Contractor shall provide and maintain all necessary signage, plus any necessary additional barriers, to segregate his working area(s) from third parties.

At the end of each day the Principal Contractor shall ensure that the site is secured as appropriate and that no ladders etc are left in a position that would allow unauthorised persons access to any high risk areas within the site.

As the nature of the park will be public facing it is imperative that the security of the area prevents access by vulnerable members of public such as children. The hoarding should be sufficiently robust to consider criminal damage.

#### 3.8. Fire and Emergency Procedures and Means of Escape

The Principal Contractor shall draw up emergency procedures for the site, which should be explained to everyone during induction and posted on the site notice board.

The Principal Contractor shall ensure that sufficient qualified first aiders and/or appointed persons are available at all times. All contractors, sub-contractors and visitors shall be made aware of the identity of these people. Suitable means of ensuring that first aiders and appointed persons can be readily identified include displaying their names on the site notice board and requiring them to wear suitable labels on their hard hats.

The Principal Contractor shall keep records of all accidents and near misses that occur on site, including copies of any forms sent by contractors to the HSE under RIDDOR. All major occurrences shall be notified to the Principal Designer as soon as possible, and a copy of all accidents / near miss records shall be included in the Principal Contractor's regular progress reports.

#### 3.9. Permits to Work / Authorisation Requirements

The Principal Contractor shall ensure that a permit to work system is employed at the site where necessary, and particularly in relation to:

- Excavations;
- Roof work;
- High and low voltage electrical work;
- Confined spaces.

#### 3.10. Smoking Restrictions

Smoking should only be permitted in the designated area within the site compound, away from any combustible materials. No smoking will be permitted in any site accommodation or in any area of work.

#### 4. MANAGEMENT OF HEALTH AND SAFETY HAZARDS OF THE SITE

#### 4.1. Site Boundaries, Access, and Restrictions on Deliveries and Storage

The Principal Contractor shall ensure that access for emergency vehicles is maintained at all times during the construction period and that during the taking of deliveries all local roads are kept clear.

The site is accessed via residential public roads. School drop off / pick up times should be avoided. Deliveries should be made either before 7am, or between 9:00 – 16:00. An area will be made available for use by the contractor for parking of vehicles (number of spaces and location to be agreed at pre-start meeting).

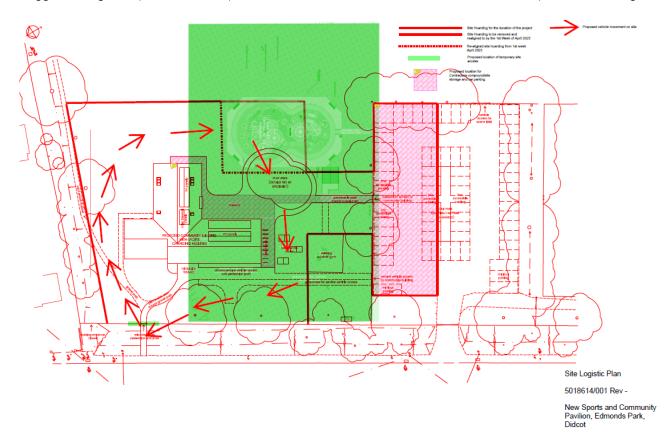
#### 4.2. Transport Arrangements and Vehicle Movement Restrictions

The Principal Contractor shall submit a traffic management plan for review, which shall include details on control of delivery vehicles. The Principal Contractor shall adopt good practice in planning the site layout and consider the following:

- Reversing should be minimised wherever possible;
- Parking should be made available away from lay-down areas;
- Pedestrians and vehicles should be segregated;
- A one way system should be implemented if possible.

A site plan setting out the site enclosure, including the extent of fencing around the site, the proposed parking locations for contractors, the proposed skip locations and all emergency muster points should be provided.

Suggested logistics plan a site compound areas are detail below for confirmation at the prestart meeting.



New temporary access is formed in the location of the new pedestrian path and the area given as contractors site is sufficient to enable a lorry to drive round the proposed building and exit via the temporary access. This would involve the formation of a haul road. This could also be the main access for contractors personnel to

the proposed site compound for site parking. This would keep the contractors vehicles/delivery separate from the public accessing the car park. There will be issues with waiting on Park Road and this would need to be managed by the Contractor.

#### 4.3. Adjacent Land Uses

There are no other known significant construction projects that should impact on these works

#### 4.4. Existing Service Locations

The Principal Contract shall undertake a services survey and verify all existing services to be encountered on site prior to commencing with Works and exercise care when undertaking the Works. All existing services to the occupied areas are to be maintained at all times and connections to existing services and associated works will have to be undertaken out of hours or at times to suit the operation of the areas. The Principal Contractor shall provide physical protection to services or detail a working methodology that shows that protection is not necessary and make good any damage.

#### 4.5. Existing Structures

No known obstructions. Contractor to report to CA as soon as possible if any obstructions or issues are discovered on site.

#### 4.6. Existing Plant and Equipment

A survey is arranged for the service locations that will be made available to the contractor prior to commencement.

#### 4.7. Existing Soils & Ground Water

A survey is arranged for the soil investigation that will be made available to the contractor prior to commencement.

#### 4.8. Other Existing Site Investigation

None

#### 4.9. Fire Precautions

The Principal Contractor shall take all necessary precautions to prevent fires from occurring and to minimise effects should there be a fire. He shall work in accordance with the HSE publication "HSG 168 Fire Safety in Construction", available via pdf download at HSE books:

http://books.hse.gov.uk/hse/public/saleproduct.jsf?catalogueCode=9780717663453

#### 4.10. Fire and Emergency Procedures and Means of Escape

The Principal Contractor shall draw up emergency procedures for the site, which should be explained to everyone during induction and posted on the site notice board.

The Principal Contractor shall ensure that sufficient qualified first aiders and/or appointed persons are available at all times. All contractors, sub-contractors and visitors shall be made aware of the identity of these people. Suitable means of ensuring that first aiders and appointed persons can be readily identified include displaying their names on the site notice board and requiring them to wear suitable labels on their hard hats.

The Principal Contractor shall keep records of all accidents and near misses that occur on site, including copies of any forms sent by contractors to the HSE under RIDDOR. All major occurrences shall be notified to the Principal Designer as soon as possible, and a copy of all accidents / near miss records shall be included in the Principal Contractor's regular progress reports.

#### 5. HEALTH HAZARDS AND RESTRICTIONS

#### 5.1. Asbestos

Asbestos will be tested as part of the Site Investigation. The report from this will be made available to the contractor prior to commencement.

#### 5.2. Existing Storage of Hazardous Materials

None

#### 5.3. Contaminated Land

Investigation surveys will be available to the contractor prior to starting on site.

#### 5.4. Existing Structures Containing Hazardous Materials

None – SI to follow and be provided to the Principal Contractor prior to commencement on site.

#### 5.5. Health Risks Arising from Client Activities

None

#### 6. DESIGN AND CONSTRUCTION HAZARDS

#### 6.1. Significant Risks Identified During Design

A summary of the significant risks identified during the design is as follows (refer to the risk register and drawings for full details):

HAZARD	RISK REDUCTION / RESIDUAL RISK
None identified at this stage that could be considered as being unusual for this type of work, or which could be difficult to manage on site.	Details of design assumptions and suggested work methods identified by the designers following the design risk management process are included within Appendix of this document.

#### 6.2. Significant Design Assumptions or Suggested Work Methods Etc

The Principal Contractor will be required to provide and maintain/adapt temporary partitions and fencing to protect occupants during the works.

The Principal Contractor shall indicate to the client the measures they will take to ensure the Health & Safety of visitors and staff etc. is not compromised by their operations. Disturbance arising from the Principal Contractors activities shall be kept to a minimum.

The Principal Contractor shall ensure that Risk Assessments and Methods Statements relating to the protection of visitors and staff are included in the Construction Phase Plan.

The Principal Contractor shall restrict their operations to within the designated working areas, works required outside these areas shall be through prior agreement and arrangement with the client representative and parties likely to be affected.

#### 6.3. Materials Requiring Particular Precautions

None advised

#### 6.4. Ongoing Design Work and Design Changes

The principles of prevention must be applied to any ongoing design work, particularly considering:

Construction/maintenance workers engaged directly in the hazardous activity;

- Other construction/maintenance workers who may be affected, e.g. those working below high level working;
- Clients workforce occupying the building whilst construction works are carried out;
- General public, including client staff and visitors.

Full details of any design risk management steps taken by the Principal Contractor should be provided to the Principal Designer. Any design changes which have an impact on health and safety, particularly those which are made on site, must be assessed by the design team, and provided to the Principal Designer for comment prior to construction work being undertaken on the change.

#### 6.5. General Construction Hazards

Contractors must take all necessary precautions to deal with normal construction risks, such as:

- Working with height;
- Injury from lifting heavy / awkward objects, materials etc;
- Mobile Plant and vehicles;
- Slips and trips;
- Dealing with existing services;
- Working within occupied buildings;
- Waste disposal;
- Noise;
- Dust.

Note, the above list is not exhaustive.

#### 7. THE HEALTH AND SAFETY FILE

The Health & Safety File provides information needed to allow future construction work, which includes cleaning, maintenance, alterations, refurbishment and demolition, to be carried out safely. The information in the file should alert those doing the work to the risks involved and help them to decide how to work safely. The file is a separate document to any other documents required under the contract, such as the building manual and / or operating and maintenance manuals.

The Principal Designer is responsible for preparing the Health and Safety File and handing it to the Principal Contractor for completion at the end of the project. All designers and contractors have duties under the CDM Regulations to promptly provide information for the file.

A list of information required to be included in the file is included in the appendix to this document. A detailed schedule and programme of information to be provided by individual contractors and designers shall be drawn up by the Principal Designer in consultation with those organisations/ persons. This schedule will be reviewed at regular intervals during the construction period to ensure that all necessary information will be compiled into the file prior to completion. The health and safety file must be provided a minimum of two weeks prior to practical completion.

#### **APPENDIX A - FORM F10 NOTIFICATION**

A copy will be provided to the Principal Contractor for display on site

#### APPENDIX B - CONTENTS OF THE H&S FILE

- Key Structural Design Principles, to include all structural drawings (including steelwork contractor), and key design calcs/parameters, all safe working loads for floors and roofs, including plant enclosures, summary of piling design, identification of areas where loadings may preclude the locating of heavy plant, machinery or scaffolding;
- All residual risk information, to include items including but not limited to details of buried services, deleterious materials left in-situ, any hazardous finishes or coatings which require specific control measures during maintenance, repair or removal, sources of stored energy, extra-heavy items of installed plant, areas of restricted access or confined spaces;
- Details of the consideration given to reducing any residual risks, including those noted above and any
  others not listed which may be present within the structure or which may be present during the
  maintenance, cleaning, repair or demolition of the structure;
- Design criteria for all mechanical and electrical installations;
- Maintenance access strategy for key items of plant and equipment, to include a schedule of all items of installed plant, along with details of access for maintenance for each;
- Information on the removal / dismantling of plant and equipment (e.g. lifting arrangements; special instructions for dismantling), based on information received from all sub-contractors, to include, but not limited to, details of lifting eyes, lifting techniques, dismantling sequencing, de-gassing requirements;
- All relevant health and safety information in relation to the cleaning and maintaining of and safe access to the structure;
- The nature, location and markings of significant services, including underground cables; gas supply equipment; fire-fighting services etc, marked up on appropriate drawings;
- Originals of all key safety critical certification, including, but not limited to electrical safety certificates, emergency lighting certificates, fire warning and detection certificates, man-safe testing certificates, gas safety certificates, lifting equipment certificates (thorough inspection as required by LOLER), chlorination certificates;
- Fire strategy drawing, identifying emergency escape and fire appliance routes, compartmentation, fire resisting doors, location of emergency alarm and firefighting systems, services, shut off valves switches, etc.
- Drawings identifying all key access points for maintenance and repair.

Sec	tion	Required on this Project	Provided by
Sec	tion 1.0 – Introduction	Yes	Ridge
Sec	tion 2.0 – Document Control	Yes	Ridge
Sec	tion 3.0 – Project Particulars		
3.1	Project Description	Yes	Ridge
3.2	Project Location	Yes	Ridge
3.3	Copy of F10 Notification	Yes	Ridge
Sec	tion 4.0 – Project Directory		
4.1	Design Team	Yes	Ridge
4.2	Trade Contractors	Yes	Ridge
4.3	Suppliers	Yes	Ridge
Sec	tion 5.0 – Specifications/Building Certificates/ Handover		
5.1	Specifications	Yes/ No / NA	State party
5.2	Compliance with Building Regulations	Yes/ No / NA	State party
5.3	Copy of Completion Certificate	Yes/ No / NA	State party
5.4	Schedule of Warranty & Maintenance Periods	Yes/ No / NA	State party
5.5	Copies of Guarantees & Warranties	Yes/ No / NA	State party
5.6	Snagging List	Yes/ No / NA	State party
5.7	Schedule for the Provision of Outstanding Information	Yes/ No / NA	State party
			State party
Sec	tion 6.0 – Design Criteria		State party
6.1	Architect	Yes/ No / NA	State party
6.2	Structural	Yes/ No / NA	State party
6.3	Electrical	Yes/ No / NA	State party
6.4	Mechanical	Yes/ No / NA	State party
6.5	Internal Design	Yes/ No / NA	State party
6.6	Landscape Design	Yes/ No / NA	State party
			State party
Sec	tion 7.0 Residual Risk Register		State party
7.1	Architectural	Yes/ No / NA	State party
7.2	Structural	Yes/ No / NA	State party
7.3	Mechanical	Yes/ No / NA	State party
7.4	Electrical	Yes/ No / NA	State party
7.5	Internal Design	Yes/ No / NA	State party
7.6	Landscape Design	Yes/ No / NA	State party
Sec	tion 8.0 Building Strategies		
8.1	Cleaning & Maintenance Strategy	Yes/ No / NA	State party
8.2	Internal	Yes/ No / NA	State party  State party
8.3	External	Yes/ No / NA	State party State party
0.0	External	103/110/11/	Otato party

Section 9.0 -	Certificates / Warranties – Where necessary.		
9.1 Electrica	Il Installation Certificates	Yes/ No / NA	State party
9.2 Fibre Op	otic Cable Test Certificates	Yes/ No / NA	State party
9.3 Gas Inst	allation test Certificates	Yes/ No / NA	State party
9.4 Cranes,	hoists, lifting beams test certificates	Yes/ No / NA	State party
9.5 Lift pass	enger and goods test certificates	Yes/ No / NA	State party
9.6 Boilers	pressure vessels and pipe work test certificates	Yes/ No / NA	State party
9.7 Mechan certifica	ical Ventilation and Plant and installation air test tes	Yes/ No / NA	State party
9.8 Heating	Plant Commissioning Records	Yes/ No / NA	State party
9.9 Mechan Records	ical Ventilation/Air Conditioning Commissioning	Yes/ No / NA	State party
9.10 PHE Ins	tallation Certificates	Yes/ No / NA	State party
9.11 Details of	of Sterilisation & Chlorination	Yes/ No / NA	State party
9.12 Water S	ampling Test Results	Yes/ No / NA	State party
9.13 Other Pl	ant Installation – BMS	Yes/ No / NA	State party
			State party
Section 10.0	Fire Precautions		State party
regulatio	of As Built Plans sufficiently detailed to satisfy on 16b, as referred to in approved document B of	Yes/ No / NA	State party
volume	2. e of Fire Appliances, Detectors, Alarms & Signs	Yes/ No / NA	State party
	of Test Certificates	Yes/ No / NA	State party
10.3.1 AFD	7 Test certificates	Yes/ No / NA	State party
10.3.2 MCP	S	Yes/ No / NA	State party
10.3.2 VAS		Yes/ No / NA	State party
	of Test Certificates for Emergency Lighting	Yes/ No / NA	State party
Section 11.0	- Asbestos Management		
11.1 Schedul	e of Areas Covered	Yes/ No / NA	State party
11.2 Copies of	of Drawings Showing Areas Cleared	Yes/ No / NA	State party
11.1 Clearand	e Certificates	Yes/ No / NA	State party
11.2 Consign	ment Notes	Yes/ No / NA	State party
11.3 Asbesto	s left in situ Register	Yes/ No / NA	State party
Section 12.0	- Security		
12.1 Schedul	e of Security Devices	Yes/ No / NA	State party
12.2 Test & 0	Commissioning Data	Yes/ No / NA	State party

#### **APPENDIX C - CONSTRUCTION PHASE PLAN CHECK LIST**

#### DOES THE PRINCIPAL CONTRACTOR'S CONSTRUCTION STAGE SAFETY PLAN INCLUDE: -

INFORMATION AVAILABLE

COMMENTS

1.0	Description of project
(a)	Project description and programme details including any key dates.
(b)	Details of client, Principal Designer, designers, Principal Contractor and other consultants.
(c)	Extent and location of existing records and plans that are relevant to health and safety on site, including information about existing structures when appropriate
2.0	Management of the works
(a)	Management structure and responsibilities.
(b)	Health and safety goals for the project and arrangements for monitoring and review of health and safety performance.
(c) (i)	Arrangements for regular liaison between parties on site,
(c) (ii)	Arrangements for consultation with the workforce,
(c) (iii)	Arrangements for the exchange of design information between the client, designers, Principal Designer and contractors on site.
(c) (iv)	Arrangements for handling design changes during the project.
(c) (v)	Arrangements for the selection and control of contractors,
(c) (vi)	Arrangements for the exchange of health and safety information between contractors,
(c) (vii)	Arrangements for site security,
(c) (viii)	Arrangements for site induction,
(c) (ix)	Arrangements for onsite training,
(c) (x)	Arrangements for welfare facilities and first aid,
(c) (xi)	Arrangements for the reporting and investigation of accidents and incidents including near misses,
(c) (xii)	Arrangements for the production and approval of risk assessments and written systems of work
(d)	Site rules (including drug and alcohol policy)
(e)	Fire and emergency procedures

3.0	ARRANGEMENTS FOR CONTROLLING SIGNIFICANT SITE RISKS	INFORMATION AVAILABLE	COMMENTS
(a)	Safety risks, including:		
(a)(i)	Delivery and removal of materials (including waste*) and work equipment taking account of any risks to the public, for example during access to or egress from the site,		
(a)(ii)	Dealing with services - water, electricity and gas, including overhead power lines and temporary electrical installations.		
(a)(iii)	Accommodating adjacent land use.		
(a)(iv)	Stability of structures whilst carrying out construction work, including temporary structures and existing unstable structures.		
(a)(v)	Preventing falls.		
(a)(vi)	Work with or near fragile materials.		
(a)(vii)	Control of lifting operations,		
(a)(viii)	The maintenance of plant and equipment.		
(a)(ix)	Work on excavations and work where there are poor ground conditions.		
(a)(x)	Work on wells, underground earthworks and tunnels.		
(a)(xi)	Work on or near water where there is a risk of drowning.		
(a)(xii)	Work involving diving.		
(a)(xiii)	Work in a caisson or compressed air working.		
(a)(xiv)	Work involving explosives.		
(a)(xv)	Traffic routes and segregation of vehicles and pedestrians.		
(a)(xvi)	Storage of materials (particularly hazardous materials) and work Equipment.		
(a)(xvii)	Any other significant safety risks.		
(b)	Health risks, including:		
(b)(i)	The removal of asbestos,		
(b)(ii)	Dealing with contaminated land,		
(b)(iii)	Manual handling,		
(b)(iv)	Use of hazardous substances, particularly where there is a need for health monitoring.		
(b)(v)	Reducing noise and vibration.		
(b)(vi)	Work with ionising radiation.		

3.0	ARRANGEMENTS FOR CONTROLLING SIGNIFICANT SITE RISKS	INFORMATION AVAILABLE	COMMENTS
(b)(vii)	Exposure to UV radiation (from the sun).		
(b)(viii)	Any other significant health risks.		
4.0	The Health And Safety File		
4.(a)	Layout and format.		
4.(b)	Arrangements for the collection and gathering of information.		
4.(c)	Storage of information.		



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