

Pre-Construction Information Pack

Mechanics Institute, 27 Market Street, Whaley Bridge

1. Document Control Information

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1		

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Mechanics Institute, Whaley Bridge

2. Introduction

The purpose of this document is to provide information for Designers and Contractors on Health and Safety, and welfare matters that should be considered when planning for the site works detailed in the Specification document and drawings

The Contractor should be aware and understand the Construction (Design Management) Regulations 2015 (CDM 2015) Regulations and Health and Safety at Work Act 1974 (HASAW 1974). The Principal Contractor (PC) shall use and develop this information as part of their responsibilities under CDM 2015. This document provides specific information obtained from both the Client and Designers during the design and early planning phases of the Project enabling Health and Safety issues to be identified and communicated effectively.

The absence of reference within this Pre-Construction Pack of a hazard does not mean that such a hazard does not exist or may not arise. Any “Method of Working” described in the Pre-Construction Health and Safety information pack, as prepared by the Principal Designer (PD) may be varied by the PC if they provide an acceptable alternative method prior to work commencing

3. Overview

Under Regulation 4(4) CDM 2015 it is a legal requirement for the Client to provide Pre-Construction Information to those bidding for the work. To allow the Client to meet their legal obligations, the appointed Principal Designer (PD) is expected to assist the Client with the development of the pre-construction information with the added purpose of aiding potential contractors with their Tender submissions ensuring a bona fide offer makes for legislative compliance

4. Description of Project

Alterations to provide disabled facilities and disabled access to the building via new Platform Lift

5. Client Brief

6. Location

The Mechanics Institute, 27 Market Street, Whaley Bridge, High Peak SK23 7AA

7. Key Dates

The proposed date to start construction on site is 6th January 2025 with a 16 week projected construction period

8. Phasing

The Client has not made any phasing requirements

9. Site Rules

The Library and the offices are to remain open during the works and the Contractor is to ensure that all fire exits are kept accessible at all times, and be considerate to the general public and staff at all times

10. Programme Requirements

The Client has not made any specific programme requirements, but the Contractor is to liaise with the Client / Principal Designer at all times

11. Planning and management of the Project

All operatives and site personnel should wear Personal Protective equipment (PPE) on site to differentiate themselves between staff and the public, in accordance with the approved RAMS for the task. The management of the site must comply with CDM 2015 and HASAWA 1974

12. Arrangements for planning and managing the construction work

Arrangements for planning and managing at all the construction stages must remain adequate, appropriate and effective for the duration of the works. Workers and other appointed personnel are required to realise the importance of duty holder consultation and communicate anything which reflects broadly on health and safety compliance. There must be a management plan which is representative of a recognised health and safety management system and harness the key aspects of an organisation risk profile

13. Principal Designer

Under CDM 2015 it is the Client's duty to formally appoint a Principal Designer (PD) in writing. The new regulations require the PD to Plan, manage, monitor and co-ordinate the pre-construction phase, issue all relevant information to the project team, assist the PC in preparing the Construction Phase Plan (CPP), a Pd may have other duties as a designer but may be appointed in the absence of carrying out any form of design work, they must be of a position to influence the design, apply the Principles of Design Risk Management and ensure that the PC and Designer employ the Principles of Prevention

14. Principal Contractor

Must develop and maintain CPP which complies with HASWA 1974 and CDM 2015

15. Arrangements to ensure Co-ordination and Co-operation between parties

At the Pre-Construction Contract Meeting arrangements for the exchange of design information between the Client, PD, PC and sub-contractors shall be agreed

16. Site Security and Welfare

Site security and unauthorised access must be controlled and regulated by the PC, per site requirements, constraints and neighbours

17. Activities on or adjacent to site during the Works

The successful contractor must develop an overall cohesive prevention management plan in how they intend on managing the interface between the Library and ancillary rooms and other personnel who are authorised or not authorised on the site

18. Smoking and Vaping

Smoking shall only be permitted in areas designated by the PC and the Client. Vaping or "E" cigarettes are not covered under the Health Act 2006 but are specifically banned from this site and its proximities

19. Site Delineation and Red Line Boundary

The building is a “stand alone” building and has its own boundaries

20. Enabling Works

The Client has not outlined any enabling works

21. Demolition

Demolition works are internal, demolition of walls and staircases, there are no major risks associated to this work

22. Restrictions on Deliveries

There are no restrictions on deliveries, however as the Project is on a main arterial road, with waiting restrictions care must be taken at all times and within site working hours

23. Adjacent Land Uses

The Mechanics Institute is surrounded by other commercial properties where members of the public attend, care must be taken in this respect

24. Existing Storage of Hazardous Materials / Agents

The Client has not outlined any hazardous Materials being stored on the premises

25. Location of Existing Services

The boiler room is situated in the existing Kitchen area adjacent to the lower ground floor library; electrical board is also on the lower ground floor, The PC is advised to be fully conversant with regards to existing services and seek advice from any Utilities as required. The PC must communicate any such information to its personnel or sub-contractors during site inductions, safety meetings etc. The Pc should not commence works on site until they are satisfied that all necessary surveys have been carried out

26. Acoustic Survey

No applicable

27. Asbestos Survey

This is required to be carried out by the PC prior to any work commencing

28. Arbocultural Survey

Not applicable

29. Ecology Survey

Not applicable

30. Flood Risk assessment

Not applicable

31. Geo Environmental Assessment

Not applicable

32. Structural Survey

Refer to drawings listed by Rhodes and Partners (see Preliminaries section)

33. Unexploded Ordnance (UXO) Detailed Risk assessment

The site is not in an area identified as having a medium or high risk UXO

34. Health Risks arising from Client Activities

The PC is to be fully aware that the Library and offices will still be in operation through the works and care and attention must be undertaken to ensure that all exists, corridors are left clear at all times

35. Temporary works

BS 5975 outlines the way of managing temporary works – the PC is to ensure that this is adhered to at all times where temporary works are undertaken on this project

36. Control of Major accident hazards (COMAH) Regulation 2015

No public records were found of any establishments within a 3 mile radius of the site

37.Existing Hazards

The following significant hazards have been identified with regard to the existing site and buildings, and will require the attention of the PC and other contractors, and appropriate control measures will need to be detailed in the Construction Phase Plan

Stability of Structure.....	No major issues
Fragile materials.....	No major issues
Vandalism.....	Secure premises after work complete (daily), leave no goods exposed to theft
Overhead cables.....	No major issues
Access required by other parties.....	Office staff require access; Library staff and visitors require access and care
Work near footpath.....	At rear of building (Community Room) access affects nearby residential property – keep clear at all times
Work near highway.....	Only affected for deliveries and access
Noise	Affecting Library; offices and local population
Means of escape.....	Fire door exits to be kept clear at all times

37. Envisaged Hazards

Excavation for Lift pit	Risk of trench / pit collapse
Lift floor access points	Risk of falling
Brickwork demolition.....	Risk of unsupported walls
Lift shaft.....	Risk of falling
New internal walls	Scaffold and risk of falling from heights
Materials on site	General risks for wet materials eg cement, plaster etc
Site tools	Electric power tools