

PROPERTY INFORMATION FOR DESIGNERS & CONTRACTORS

PRIOR TO UNDERTAKING

ADAPTATION WORKS

AT

LEICESTERSHIRE FIRE AND RESCUE

MARKET HARBOROUGH FIRE STATION

FAIRFIELD ROAD

MARKET HARBOROUGH

LEICESTERSHIRE

LE16 9QJ

DOCUMENT ISSUE

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This document has been prepared in accordance with the Construction (Design & Management) Regulations 2015, exclusively in connection with the above project.

Issue Record

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INTRODUCTION

The information contained within this document has been produced in accordance with the requirements of the Construction (Design and Management) Regulations 2007. Its purpose is to notify and inform Designers and Contractors about the property and in particular whether any significant risks are present and/or the site and in respect of which controls will need to be applied by the Principal Contractor.

It is the responsibility of Designers to ensure that a safe design is developed and Contractors to ensure that their duties under Part 3 of the Regulations are met.

In this case, as the project duration is 30 days or more, notification is required and an F10 Notification will be submitted once a principle contractor is appointed.

The successful tenderer will be appointed as Principle Contractor and shall comply with Parts 3 and 4 of the Regulations.

1.0 Nature of the Project

1.1 Key Organisations

1.1.2 Client

Leicester, Leicestershire and Rutland Combined Fire Authority
Headquarters
12 Geoff Monk Way
Birstall
Leicestershire
LE4 3BU

1.1.3 Designer

Leicestershire Fire & Rescue

1.1.4 Principal Contractor

TBA

1.2 Project Location

Market Harborough Fire and Rescue Station
Fairfield Road
Market Harborough
LE16 9QJ

1.3 Project Description

The adaptation of the existing fire station and facilities to accommodate the recently implemented Day Crewing duty system.

1.4 Notification

Initial Notification F10 to the HSE will be submitted by the client on the appointment of the principle contractor.

1.5 Programme

The provisional commencement date is the 20/02/2017 and the project is scheduled to last for 6 weeks

2.0 The Existing Environment

2.1 Surrounding Land

The fire station is located within a residential area on the outskirts of Market Harborough. Along with residential dwellings there is also a police station adjacent to the fire station.

2.2 Existing Services

The unit is served by water, electricity and gas, any external elements of which will need to be protected

2.3 Existing Traffic System

Vehicle access to the site is uncontrolled and comprises firefighters arriving in the morning and departing in the evening. Also there is a retained (on call) firefighting team that can be call into the station at any time of day or night and will arrive by any means of transport and may be at speed.

2.4 Existing Structure

The station is of traditional build of brick and block and incorporates 2no mono-pitched roofs.

2.5 Hazardous Materials

No hazardous materials have been made known. Any material not identified should be treated as hazardous until proven otherwise

3.0 Drawings

3.1 The following drawings have been included within this tender documentation:-

4.0 The Design

4.1 Significant Hazards

Hazards and work sequences have been identified from the design which can not be avoided and which will be a risk to the Health & Safety of construction personnel and others. These hazards can be divided into two categories:

- a) Those which are normal to construction and can be managed by generic procedures
- b) Those which are site specific and require special assessments

4.2 The following residual risks have been identified:

- a) Working at height
- b) Manual handling - delivery of materials, movement of materials across roof
- c) Vehicle movement adjacent to access points
- d) Working over occupied areas.
- e) Hazardous substances
- f) The working of both construction workers and fire fighters within the same building.

4.3 The Principal Contractor will be required to address all identified risks and document the proposals in the Construction Phase Health & Safety Plan. Where necessary site specific Method Statements must be included. Generic Risk Assessments and Method Statements will not be considered as acceptable

5.0 Construction Materials

5.1 The designer has specified materials, fitting and construction to normal building standards. No unusually hazardous materials have been designed into the construction

5.2 The Principal Constructor is to ensure reliable performance on site and be aware of precautionary information that suppliers are, by law, required to provide. Contractors should only bring onto site materials with low risk assessments under the COSHH regulations. Should any other class of risk be attached to materials the Principal Contractor is to provide and confirm information for storage and handling of such material before entry to site

5.3 The following materials are considered to require special attention if they are to be incorporated into the works:

- a) Sealants
- b) Cleaning materials
- c) Chemical treatments
- d) Epoxy resin
- e) Mortar
- f) Asphalt
- g) Lead
- h) Timber treatments

6.0 Site Wide Elements

6.1 Access

Access to the site will be via the main entrance to the site

Delivery of materials will be to site

Parking is **not** available on site.

6.2 Site Security

The site is contained within the Market Harborough Fire Station site. The Principal Contractor will be responsible for the security of his tools and materials. No specific security will be provided by the client

6.3 Welfare

The Contractor will be required to provide their own accommodation, storage and welfare facilities.

6.4 Fire and Emergency Procedures

The Principal Contractor is to detail his proposals for fire and emergency procedures in accordance with RIDDOR, CHSWR and HSG168 Fire Safety in Construction Work

7.0 Overlap with Clients Undertaking

The premises will be occupied for the duration of the project and will continue to operate as normal. The Principal contractor and other contractors are to be aware of the need to coordinate their works, including deliveries and movement of materials, working over areas occupied by client's staff

8.0 Site Rules

8.1 The Principal Contractor is to detail in the Health & Safety Plan arrangements for making site rules and bringing them to the attention of all those affected. The following are standard rules, which must be adhered to:

- a) Comply with all safety procedures and safe system method statements
- b) Report all unsafe acts and conditions to the Site Manager
- c) Report all accidents to the Site Manager
- d) Obey site signage and traffic rules
- e) Site induction training is compulsory for all site operatives
- f) Safety footwear must be worn at all times, hard hats to be worn as directed
- g) All operatives must be fully equipped with relevant personal protective equipment
- h) No radios are allowed on site
- i) No eating or drinking in works areas
- j) Construction site to remain clean and tidy at all times
- k) Operatives to look after their own safety and that of others

- 8.2 In addition to the site rules applicable to the unit the principal contractor is to be aware of the site rules for the site, which can be made available by the clients representatives. All operatives will be required to receive an induction from the Principal Contractor for this project

9.0 Continuing Liaison

- 9.1 The Principal Contractor is required under CDM to develop a Construction Health and Safety Plan. This must be submitted to the Principle Designer in sufficient time to allow review and approval before work commences
- 9.2 The Principal Contractor is to inform the Principle Designer of any significant changes in the design which will have a bearing on Health & Safety. This information should be provided in sufficient time to allow adequate consultation
- 9.3 The Principal Contractor is to obtain from Contractors, information which is required under CDM for inclusion in the Health & Safety File
- 9.4 Method statements not available at the commencement of the contract are not required to be presented to the Principle Designer unless they have a design element within them e.g. false work

10.0 Health & Safety File

- 10.1 The Principal Contractor is to produce two copies of the Health & Safety File, which are to be submitted to the Principle Designer at practical completion
- 10.2 The files are to include the following information:
- a) Site details and contacts
 - b) As installed drawings
 - c) Information on the maintenance of all of the installations
 - d) Certification for elements (e.g. laminated glass, fire doors)
 - e) Manufacturer's information