



Proposed Atrium Replacement and Water Ingress Remedial Works

at

The Countryside Museum, Hawes
for

Yorkshire Dales National Park



Prepared by Day Cummins Limited
as
CDM Principal Designers
Day Cummins Limited
March 2019



Pre-Construction Information – Atrium Replacement and Water Ingress Remedial Works – Dales Countryside Museum

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When drawing up the pre-construction information, each of the following topics has been considered and information has been included where the topic is relevant to the work proposed.

This Pre-Construction Information (PCI) provides information for those bidding for or planning work, and for the development of the Construction Phase Health & Safety Plan when the Contract is let.

The information contained herein should also be reviewed by the Designers to ensure that all Health & Safety Matters in their own designs are covered prior to issue to the tenderers.

The Principal Contractor, as appointed under the CDM Regulations 2015 by the Client, must include in his tender for the allocation of adequate resources to cover the items noted herein and for the Planning, Management and Monitoring of the Construction Phase of the Works appropriate to the risk and activity on site with regard to all Health & Safety related issues, and in accordance with the CDM 2015 Industry Guidance for all CDM2015 duty holders.

This PCI has been produced by the CDM Principal Designer (PD) in conjunction with the Client in order to fulfill their duties under Regulations 4, 5, and 11.

This document should be used both as a basis for the preparation of the Construction Phase Health & Safety Plan (CHSP) and be included as a part thereof in order to help fulfill the Principal Contractors duties under Regulation 12, 13, 14 and 15.

The level of detail in the information should be proportionate to the risks involved in the project.



Construction Information – Atrium Replacement and Water Ingress Remedial Works – Dales Countryside Museum

| I. Description of project | Pre Construction Information |
|---|---|
| (a) Project description and programme details including: | |
| (i) Project Description | The project comprises remedial works (Phase 3) to tackle the water ingress to the museum building fabric. External works comprise replacement of glazed atrium roof with a Bauder flat roof/over roofing existing flat roof including incorporating roof lights, over cladding and replacement of parapet copings. Internal works include remedial repairs to water damaged fabric and installing a section of raised flooring to archives. |
| (ii) Key dates (including planned start and finish of the construction phase); and | The works are to be carried out and completed during the Spring/summer months anticipated to commence in May 2019 |
| (iii) The minimum time to be allowed between appointment of the Principal Contractor and instruction to commence work on site | 2 weeks. |
| (b) Details of Client, Principal Designer, Designers, and any other consultants | |
| | <p>Client: Yorkshire Dales National Park Authority Yoredale Bainbridge Leyburn North Yorkshire DL8 3EL Tel: 01969666219 Contact: Fiona.Rosher@yorkshiredales.org.uk</p> <p>Dales Countryside Museum Station Yard Burtersett Rd Hawes DL8 3NT Fiona Rosher (Manager) – refer to contact details above</p> <p>CDM Principal Designer and Surveyor: Day Cummins Limited, Lakeland Business Park, Cockermouth, Cumbria CA13 0QT Tel: 01900820700 E-mail : peter.bromiley@day-cummins.co.uk Contact : Peter Bromiley MRICS IMA PS</p> |

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| (c) Whether or not the structure will be used as a workplace (in which case, the finished design will need to take account of the relevant requirements of the Workplace (Health, Safety and Welfare) Regulations 1992) | |
| | The Museum is a Workplace under the act |
| (d) Extent and location of existing records and plans | |
| | K861 Tender package (Incl Bauder specifications/details) Drwgs – K861-01 – 05 (Structural engineers drwg 19-056 DWG001_D) Asbestos Survey |
| (a) Arrangements for: | |
| (i) Planning for and managing the construction work, including any health and safety goals for the project | In accordance with CDM2015, Management of H&S regs etc. The Construction Phase Health and Safety Plan is to be provided to help prevent injury and damage to people and property. The Principal Contractor is required to adopt measures for preventing accidents and to monitor the effectiveness of, and compliance with, the measures through the Health and Safety plan. The goal is to have no injuries / incidents or near misses during the construction phase. It is expected that all new operative and sub contractors on site will be provided with a full site safety induction by the Principal Contractor, concentrating on any site-specific issues in the Construction Phase Health and Safety Plan that are relevant. The contractor will then be expected to sub induct their operatives and sub contractors. This will extend to all visitors who will be informed of any site-specific matters relevant to that time for the area in which the visitor wishes to be. All Contractors, including the PC must also allow for engaging with contractors and workers to share key information about any Health, Safety & Welfare issues. |
| (ii) Communication and liaison between client and others | To be ensured by PD and through regular progress and design review meetings held between all parties, this process will pick up any proposed design changes that could have H&S implications. The prescribed level of supervision by the Contractor must be guaranteed and, at an individual level, both Client and Contractor representatives must establish good working relationships, understanding each other's requirements. |
| (iii) Security of the site | Fencing is to be provided in order to ensure all the compound is secured, by the means of Heras fencing, hoardings or similar, and to ensure access cannot be gained to it either during the day or after hours. The extent of this is to be agreed but must include full enclosure of the compound area, and any access points to the roof. All ladders to be removed and the scaffolding be made secure at the end of the working day. |
| (iv) Welfare provision | The Principal Contractor must provide welfare facilities for the duration of the works in accordance with Regulation 13 with regards to Schedule 2 of the CDM Regulations 2015 and the Workplace (Health Safety and Welfare) Regulations 1992. Location to be in the site compound area and must comprise as a minimum a toilet and changing area for wet weather gear. The size of the provision must be proportionate to the number of men on site at any one time. In this case it is possible that the manager will allow some use of toilets in the building on the understanding they are respected and kept clean and tidy at all times. They will need to be returned to the Museum on completion in the same condition as they were handed over. |

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| (b) Requirements relating to the health and safety of the client’s employees or customers or those involved in the project such as | |
| (i) Site hoarding requirements | As in (iii) above to the compound and site. |
| (ii) Site transport arrangements or vehicle movement restrictions | All local parking restrictions must be adhered to at all times. There is contractor parking in the car park but the access and the main road must be kept clear at all times, including during deliveries. |
| (iii) Client permit-to-work systems | Not applicable. |
| (iv) Fire precautions | PC to arrange in compliance with current regulations for the site compound and welfare facilities. In addition, PC to arrange for suitable extinguishers to be provided in compliance with current regulations in the building as works progress. The buildings extinguishers can be used but must be left in a fully clean and working order on completion. |
| (v) Emergency procedures and means of escape | PC to arrange in compliance with current regulations. Any and all fire alarms or exercises MUST be complied with by any Contractors on site. |
| (vi) ‘No-go’ areas or other authorization requirements for those involved in the project | All operatives to sign in to the building on arrival and sign out on completion of the days work for fire purposes, even when the building is not occupied. |
| (vii) Any areas the client has designated as confined spaces | None. |
| (viii) Smoking and parking restrictions | The site is to be a no smoking site. All local parking restrictions must be adhered to at all times. |
| (ix) Access to Upper areas etc. | <p>The Contractor is to provide with his CHSP appropriate proposals, Risk Assessments and Method Statements for his method of working as to how the works will be accessed if required as part of this contract.</p> <p>The Work at Height Regulations 2005 specially require the Risk Assessment of all work at height and where this work cannot be avoided, as in this case, the method of access must be considered within the hierarchal approach thereby eliminating the equipment presenting the highest level of risk until the optimal balance reached presenting the lowest level of risk.</p> <p>It is essential that all other risks associated to the use of access equipment are also taken into consideration not just falls from height, but also security of the premises and the health and safety of contractors and visitors.</p> <p>As in most cases on this particular contract, after the Risk Assessment there is a range of access equipment that could be selected. This equipment includes either fixed scaffold, tower scaffold, MEWPS, steps or finally ladders, or a combination of several of these. If any ladders are used, they must always be both footed and secured.</p> <p>Suitable Risk Assessments and Method Statements will be required for either scaffolding, tower scaffolds or laddered access to these areas.</p> |
| 3. Environmental restrictions and existing on-site risks | |
| a) Safety hazards, including: | |
| (i) Boundaries and access, including temporary access – e.g. narrow streets, lack of parking, turning or storage space | The overall site boundary is noted on the drawings and should not be breached as part of these works. Access to the site is from Main Road, which is quite narrow. Any large vehicular deliveries to site must be over seen by a banksman. |

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| (ii) Any restrictions on deliveries or waste collection or storage | It is essential that no deliveries or access to the site cause any blockages or nuisance to the neighbours. A site compound can be formed in the car park with agreement with manager. |
| (iii) Adjacent land uses – e.g. schools, railway lines or busy roads | The adjacent properties are mainly residential, Café and rope manufacturer - Work times must not cause the neighbors any disturbance outside normal working hours. |
| (iv) Existing storage of hazardous materials | None known |
| (v) Location of existing services particularly those that are concealed – water, electricity, gas, etc. | Not affected by the works. |
| (vi) Ground conditions, underground structures or water courses where this might affect The safe use of plant, e.g. cranes, or the safety of groundworks | Not applicable. |
| (vii) Information about existing structures – stability, structural form, fragile or hazardous Materials, anchorage points for fall arrest systems (particularly where demolition is involved) | Existing atrium glazed roof is fragile and not to be accessed from above unless suitable fall arrest systems are installed to the satisfaction of the Principal Designer. The removal of the atrium structure and its replacement including works to the abutting parapet walls will require Suitable Risk Assessments and Method Statements to be provided and approved prior to commencement of work to/by Principal Designer. Contractor to note that the Museum is anticipated to be open to the public for duration of the works and as such it is imperative that contractor ensures public awareness via suitable signage etc, are adequately segregated & protected/safe from work activities taking place. |
| (viii) Previous structural modifications, including weakening or strengthening of the structure (particularly where demolition is involved) | Not applicable |
| (ix) Fire damage, ground shrinkage, movement or poor maintenance which may have adversely affected the structure | Not applicable |
| (x) Any difficulties relating to plant and equipment in the premises, such as overhead gantries whose height restricts access | Refer to 3a (vii) above |
| (xi) Health and safety information contained in earlier design, construction or 'as-built' drawings. | As built or H&S file available upon request. |
| b) Health hazards, including | |
| (i) Asbestos, including results of surveys (particularly where demolition is involved); | The premises Asbestos Register indicates that no ACM'S are present to areas that work is anticipated to be carried out. If any suspicious materials are found then work MUST be stopped in that area and the Surveyor informed immediately for a direction. |
| (ii) Existing storage of hazardous materials | None known |
| (iii) Contaminated land, including results of | Not applicable |

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| surveys | |
| (iv) Existing structures containing hazardous materials | See 3(b)(i) above only. |
| (v) Health risks arising from client’s activities | None known |
| 4. Significant design and construction hazards | |
| a) Significant design assumptions and suggested work methods, sequences or other control measures | |
| | In this project there should be no uncommon or significant hazards that a competent contractor cannot control by normal good site management practices and standard prevention / protection measures. Refer to 3a (vii) above |
| b) Arrangements for co-ordination of on-going design work and handling design changes | |
| | As laid down in CDM2015 with design review meetings being held and full co-operation and co-ordination through the PD as the project proceeds. It is intended that this process will pick up any proposed design changes that could have H&S implications. |
| c) Information on significant risks identified during design | |
| | Working at height. Overhead work in an area open to the public - Refer to 3a (vii) above |
| d) Materials requiring particular precautions | |
| | Nothing outside normal building operations other than as mentioned above. |
| 5. The health and safety file | |
| Description of its format and any conditions relating to its content | |
| a) Date when draft information for the Health and Safety File to be submitted to the CDM PD | Two weeks before handover |
| b) Date when final version of information for the Health and Safety File to be submitted to the CDM PD: | One week before handover |
| c) Number of copies | One copy for Client |
| d) Layout and format | The layout of the Health and Safety File is essentially in two parts: the Health and Safety File and the Trade Manuals that accompany the File. In each case, an index is provided describing the contents. |
| The number of Health and Safety Files to be produced for this project is: | One copy for Client |
| The number of O&M Manuals to be produced for this contract is: | One copy for Client and one for each property. |

| 6. Hazard Identification (Also refer to HDRA 5.7) | | | | |
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| HAZ. SHEET No. | ELEMENT OF CONSTRUCTION | OUTLINE DESCRIPTION OF HAZARD, DESIGNER'S SUGGESTED RISK CONTROL MEASURES AND SPECIFIC REQUIREMENTS ON PRINCIPAL CONTRACTOR | PEOPLE AT RISK | CONTRACTOR'S METHOD STATEMENT No. |
| 1. | Storage | Any site compound area required to be agreed with the museum manager and be fenced for security as noted above. | Contractor, public | |
| 2. | Site Access | Only the use of a banksman for larger deliveries. Use of hazard tape /barriers to prevent access to areas of work (Platform) | Contractor, public and neighbours | |
| 3. | Musculo skeletal | Lifting/removal of scaffolding, masonry & roofing materials only | Contractor | |
| 4 | Demolition and new roof structure | Phased removal and re-instatement of roofing whilst occupied. Refer to 3a (vii) above | Contractor, public, employees | |
| 7. Materials Hazards | | | | |
| COSHH SHEET. | MATERIAL/ FORM OF CONSTRUCTION | OUTLINE DESCRIPTION OF HAZARD | PEOPLE AT RISK | CONTROL REQUIRED |
| 1. | Asbestos | See enclosed documents and as noted above | Contractor | |
| 2. | Hazard - paints, adhesives, epoxy resin glues, epoxy resin paints, intumescent paint, solvent-based paints, fillers and fire stopping compounds and use of pitch polymers | The Principal Contractor shall comply with manufacturers' instructions regarding application of paints, etc. and take protective measures as necessary for the operative and any third party. Used containers shall be disposed of to a suitable tip. The Principal Contractor shall provide in his Health & Safety Plan a COSHH Assessment for the materials proposed and a Method Statement describing how surplus materials and applicators will be disposed of. These will form part of the Health and Safety File documentation. Reference should be made to HSE publication EH40 "Occupational Exposure Limits" as OEL's are regularly revised. | Contractor | Suitable RAMS to be provided in the CHSP and be adhered to on site |
| 3. | Larger components including roofing materials, glazing / atrium components, coping stones, slates, arisings and scaffolding only etc | Safe handling | Contractor | Adhere to manual handling guidance and SE notes both for correct sequence and for off loading and manoeuvring into position. Including safe use of mechanical lifting equipment. |

8. Appendices

Best Practice

Contractors are expected to demonstrate Best Practice throughout.

Examples would be:

- All workers must wear a photographic identity card at all times. The card must have an expiry date.
- The Client's permission must be sought before the Contractor (or anyone acting for him) works/inspects etc. within the curtilage of any adjoining property or on the property itself.
- All workers will act as quietly as possible and take steps to minimise disruption to local Residents.

Health and Safety

All Contractors are expected to fully comply with all health and safety legislation.

Safety precautions shall be observed at all times. All new operatives shall be formally trained in the safe use of all tools and installation companies shall ensure that their operatives have the correct equipment including personal protective equipment. Full training and assessment records of all operatives must be kept in an acceptable manner. Important safety precautions include:

1. The Contractor and all persons (including sub-Contractors) employed by him on the work shall comply fully with the Health and Safety at Work Act 1974 and all appropriate existing enactments which are relevant statutory provisions under that Act and with all other relevant safety requirements and with appropriate codes of practice and Health and Safety Executives Good Practice Guidance Notes.
2. The Contractor shall provide all necessary equipment and safe provision for power to the works on site and not use that from adjoining premises.



Health and Safety
Executive

CDM Red, amber and green lists

Red, amber and green lists are practical aides to designers on what to eliminate/avoid, and what to encourage.

Red Lists: Hazardous procedures, products and processes that should be eliminated from the project where possible

- Lack of adequate pre-construction information, eg asbestos surveys, geology, obstructions, services, ground contamination etc.
- Hand scabbling of concrete ('stop ends', etc);
- Demolition by hand-held breakers of the top sections of concrete piles (pile cropping techniques are available);
- The specification of fragile rooflights and roofing assemblies;
- Processes giving rise to large quantities of dust (dry cutting, blasting etc.);
- On-site spraying of harmful substances;
- The specification of structural steelwork which is not purposely designed to accommodate safety nets;
- Designing roof mounted services requiring access (for maintenance, etc), without provision for safe access (eg. barriers).
- Glazing that cannot be accessed Safely. All glazing should be anticipated as requiring cleaning and replacement, so a safe system of access is essential.
- Entrances, floors, ramps, stairs and escalators etc not specifically designed to avoid slips and trips during use and maintenance, including effect of rain water and spillages.
- Design of environments involving adverse lighting, noise, vibration, temperature, wetness, humidity and draughts or chemical and/or biological conditions during use and maintenance operations.
- Designs of structures that do not allow for fire containment during construction

Amber Lists: Products, processes and procedures to be eliminated or reduced as far as possible and only specified/allowed if unavoidable. Including amber items would always lead to the provision of information to the Principal Contractor.

- Internal manholes / inspection chambers in circulation areas;
- External manholes in heavy used vehicle access zones;
- The specification of "lip" details (i.e. trip hazards) at the tops of pre-cast concrete staircases;
- The specification of shallow steps (i.e. risers) in external paved areas;
- The specification of heavy building blocks i.e. those weighing > 20kgs;
- Large and heavy glass panels;
- The chasing out of concrete / brick / blockwork walls or floors for the installation of services;
- The specification of heavy lintels (the use of slim metal or hollow concrete lintels being alternatives);
- The specification of solvent-based paints and thinners, or isocyanates, particularly for use in confined areas;
- Specification of curtain wall or panel systems without provision for the tying (or raking) of scaffolds;
- Specification of blockwork walls >3.5 metres high using retarded mortar mixes.

- Site traffic routes that do not allow for 'one way' systems and/or vehicular traffic segregated from site personnel
- Site layout that does not allow for adequate room for delivery and/or storage of materials, including specific components.
- Heavy construction components which cannot be handled using mechanical lifting devices (because of access restrictions / floor loadings etc)
- On-site welding, in particular for new structures.
- Need to use large piling rigs and cranes near 'live' railways and overhead electric power lines or where proximity to obstructions prevents guarding of rigs

Green Lists: Products, processes and procedures to be positively encouraged.

- Adequate access for construction vehicles to minimise reversing requirements (one-way systems and turning radii);
- Provision of adequate access and headroom for maintenance in plant rooms, and adequate provision for replacing heavy components;
- Thoughtful location of mechanical / electrical equipment, light fittings, security devices etc. to facilitate access and away from crowded areas;
- The specification of concrete products with pre-cast fixings to avoid drilling;
- Specify half board sizes for plasterboard sheets to make handling easier;
- Early installation of permanent means of access, and prefabricated staircases with hand rails;
- The provision of edge protection at permanent works where there is a foreseeable risk of falls after handover;
- Practical and safe methods of window cleaning (eg. from the inside);
- Appointment of a Temporary Work Coordinator (BS 5975);
- Off-site timber treatment if PPA- and CCA-based preservatives are used (Boron or copper salts can be used for cut ends on site).
- Off site fabrication and prefabricated elements to minimize on site hazards.
- Encourage the use of engineering controls to minimize the use of Personal Protective Equipment