

Pre-Construction Information (Key Identified Risks)

PROJECT: Internal and external repairs and associated works to the roofs over The Hub and repair works to Snatts Road Cemetery boundary wall in Uckfield, East Sussex (Year 4).

1.00 NATURE OF THE WORKS

Client's Name

1.01 Uckfield Town Council.

Location of the Works

1.02 Site 1: The Hub, Civic Approach, Uckfield, TN22 1AI.
Site 2: Snatts Road Cemetery, Uckfield, East Sussex, TN22 1AE.

Nature of Construction Works

1.03 The works comprise of replacing the roofs over The Hub and the Youth Club building with associated internal works. Regarding Snatts Road Cemetery, the redecoration of railings and gates, and repairs to pointing and damaged brickwork to the front boundary wall.

Timescale

1.04 An anticipated 8 week Contract Period will be allowed by the Client. The Client advises that a 4 week period will be allocated prior to contract to enable the contractor to prepare the necessary Health and Safety documentation.

2.00 THE EXISTING ENVIRONMENT

Surrounding Land Uses

2.01 Site 1 (The Hub): The North boundary adjoins a public car park. To the East is Civic Approach which is one of two access/egress roads to the adjacent car park. South of the site is a pedestrian walkway which provides access to the Civic Centre, a large supermarket and Bellfarm Lane. The East boundary backs onto a recreation ground. The area is predominately made up of commercial buildings.

Site 2 (Snatts Road Cemetery): Adjacent to the North of the boundary is Snatts Road, then beyond that is the North Cemetery. All other surrounding land uses are made up of residential buildings.

Land Uses Within the Site

2.02 Site 1 (The Hub) comprised of 2no. buildings. The building to the South is currently a Citizens Advice Bureaux and the building to the North is used as a food bank between Tuesday-Friday 14:30-16:00. The building is used by the church and other community groups at other times. The building will not be in use by the public during the works and the Contractor will be granted sole possession of the site.

2.00 THE EXISTING ENVIRONMENT (CONTINUED)

Land Uses Within the Site (Continued)

Site 2 (Snatts Road Cemetery) is the location of a Cemetery which is accessible to the general public throughout working hours and provides facilities for a monumental mason in the left hand Chapel. The site also provides limited car parking facilities. Furthermore, proposed works carry risk of damage to existing gravestones / headstones on site. Precautions will have to be in place so as to prevent and damage.

Boundaries

2.03 Site 1 (The Hub): The boundary to this site is a chain link fence with reinforced concrete posts approximately 2 metres in height. There is a metal gate for pedestrian access to the South and a double metal gate for vehicular access to a small hardstanding is provided to the North boundary.

Site 2 (Snatts Road Cemetery): The Snatts Road Cemetery is a large site, generally square on plan, with the North boundary bordering onto Snatts Road. To the South, East and West Boundaries there are the rear gardens of residential properties situated in Claremont Rise and Cambridge Way. All adjacent properties to the site will remain occupied and used throughout the contract period. In the centre of the front boundary is an opening with a double metal gate for both pedestrian and vehicular access.

Premises and Operation

2.04 Site 1 (The Hub): During the works, the contractor will be given sole possession of both the Citizens Advice Bureaux and The Source Youth Club buildings. This is due to the nature of the works that will be commencing.

Site 2 (Snatts Road Cemetery): This site has occasional use by community groups and members of the public. Snatts Road will be fuller operational for the duration of the works.

Premises and Operations - Associated Risks

2.05 The only identified risk on site in respect to premises and operations is the buildings close proximity to highways and footpaths used by the general public. This must be considered by the Contractor.

Information on Previous Uses

2.06 No information available. Contractor to make own enquiries.

Previous Uses – Associated Risks

2.07 No information available. Contractor to make own enquiries.

Derelict Buildings

2.08 None.

2.00 THE EXISTING ENVIRONMENT (CONTINUED)

Vulnerable Residents

- 2.09 Site 2 (Snatts Road Cemetery): The residential buildings surrounding site 2 have the possibility of being occupied by both the elderly and children. These residential properties will remain occupied throughout the construction process and must therefore be taken into account during the construction phases of the Contract.

Site 1: (The Hub): Due to the food bank being situated in The Hub, the site may be visited by persons described as vulnerable who are not aware that the facility is closed for the duration of the works.

Planning Restrictions

- 2.10 Lawson Queay Chartered Surveyors are unaware of any planning conditions or restrictions on the sites which may affect the safety of residents remaining in-situ or those occupying the surrounding properties.

Uses Beyond the Immediate Boundary

- 2.11 As detailed previously, the sites are situated close to existing residential developments which are likely to be occupied by vulnerable residents including the young and elderly. There are public accessible footpaths to both sites. These footpaths are used by pedestrians and the Contractor must therefore afford all necessary protection to these areas wherever needed. Site 1 (The Hub) is located approximately 100 metres from a school and as such specific care must be taken to ensure the site is secure from unauthorised entry.

Leaching of Contaminants/Gas Fill

- 2.12 No information available. Contractor to make own enquiries.

Nearby Water Course

- 2.13 There are no known water courses in close proximity to either of the sites.

Ecology

- 2.14 No information available.

Trees and Landscaping

- 2.15 No information available in respect of protected trees or areas of Ecology which must be protected. No restrictions advised to prevent normal site operations.

3.00 EXISTING INFORMATION

Underground/Hidden Services

- 3.01 Electric, gas and water underground services are likely to be adjacent to both sites due to where they are situated.

The Contractor must investigate the above to ensure they are in a safe condition and protect as necessary. The Contractor must make all necessary investigations to identify all existing services and must make all necessary provisions to maintain as necessary and protect operatives and the general public alike. It is essential that the existing services are not

3.00 EXISTING INFORMATION (CONTINUED)

interrupted during the construction phase of the project and the Contractor must therefore maintain these at all times.

Manholes/Chambers

- 3.02 The Contractor must investigate chambers visible to ensure they are in a safe condition and protect as necessary. The Contractor must make all necessary investigations to identify all existing services and must make all necessary provisions to maintain as necessary and protect operatives and the general public alike. It is essential that the existing services are not interrupted during the construction phase of the project and the Contractor must therefore maintain these at all times.

Industrial High Voltage Supply

- 3.03 Site 1 (The Hub): A sub-station is identified to the South side of the Civic Centre and is approximately 70 metres away from the South elevation.

Overhead cables

- 3.04 Site 2 (Snatts Road Cemetery): There overhead cables supplying the Chapel from the opposite side of Snatts Road. The Contractor must carry out a survey of the adjoining roads to ensure that such obstacles and obstructions will not prevent the use of any plant on site.

4.00 EXISTING ROAD AND TRAFFIC

Classification of Roads

- 4.01 The sites are currently accessed through 'A' and 'B' roads within residential and commercial areas. In the morning and early evening rush hours, the roads close to Site 1 can be fairly busy during drop off and collection of children from the school. Deliveries must be avoided to site during these times.
- 4.02 Site 1 (The Hub) is located close to the main retail centre of Uckfield High Street. Throughout the day the roads close to this site can be busy given the vehicular access to the Uckfield car parks.

5.00 EXISTING DRAWINGS/HEALTH AND SAFETY FILE

- 5.01 The following pre-construction information has been provided by the Client:

- Asbestos Survey

6.00 EXISTING STRUCTURE

Type of Construction

- 6.01 Site 1 (The Hub): Precast concrete frame with concrete infill panels.

Site 2 (Snatts Road Cemetery): Brick built boundary wall.

Deleterious Materials Evident

- 6.02 An Asbestos Survey has been undertaken to The Hub on site 1. A number of presumed and confirmed asbestos containing materials have been identified in this report. The contractor is to undertake all necessary investigations and enquires to satisfy themselves as to the full extent of material, prior to commencement of the work.

6.00 EXISTING STRUCTURE (CONTINUED)

Deleterious Materials Evident (Continued)

- 6.03 It is possible that further deleterious materials are concealed and could be uncovered during the works. Should the Contractor uncover any suspected deleterious materials, works must cease immediately in the affected areas. All necessary further testing must be undertaken, materials removed by a Specialist and the area deemed safe prior to works re-commencing.

Risk of Contamination of Structure

- 6.04 There is no visual evidence from the external inspection, of any contamination of the structure. That is not to say none exists. The contractor is to make all further enquires to satisfy themselves, prior to commencement of the works.

Proximity to Boundaries

- 6.05 Both buildings on site 1 (The Hub) are situated approximately 3 metres from their nearest physical boundary. The brick masonry wall on site 2 (Snatts Road Cemetery) is adjacent to Snatts Road and approximately 20 metres from the chapels in the cemetery. All necessary protection must be afforded, the residential houses and building around both sites must be given adequate protection through careful planning and operations.

7.00 GROUND CONDITIONS

Contamination/Previous Uses

- 7.01 No information available. The Contractor must familiarise himself with any risks and carry out any further investigations making all allowances to protect operatives on site and adjoining areas.

Instability/Subsidence

- 7.02 No information available. The Contractor must familiarise himself with any risks and carry out any further investigations making all allowances to protect operatives on site and adjoining areas.

Mine Workings

- 7.03 No information available. The Contractor must familiarise himself with any risks and carry out any further investigations making all allowances to protect operatives on site and adjoining areas.

Underground Constructions

- 7.04 No information available. The Contractor must familiarise himself with any risks and carry out any further investigations making all allowances to protect operatives on site and adjoining areas.

Underground Streams/High Water Table

- 7.05 No further information available. The Contractor must familiarise himself with any risks and carry out any further investigations making all allowances to protect operatives on site and adjoining areas.

8.00 THE DESIGN

- 8.01 A Designer's Risk Assessment titled 'Key Identified Risks' is included in the Tender documentation at Appendix 4.
- 8.02 In the production of the Schedule of Work the Contract Administrator has identified a number of key risks associated with the specified Works which, whilst being specified to minimise risks, cannot be designed out.
- 8.03 The design has only been developed to tendering stage. As the design develops, the Contractor must liaise with the Principal Designer in respect of the design to ensure that safe methods of construction techniques, maintenance and asbestos removal operations can be safely undertaken.

9.00 OCCUPIED PREMISES

- 9.01 There are existing occupied premises adjacent to the sites and thus, the areas of site where working operations are in progress must be fully cordoned off and secured to all boundaries during the construction process to prevent intrusion onto sites and to protect the general public in the immediate vicinity of the sites. Alternative safe pedestrian access will need to be made when the contractor is working in the vicinity of the main entrance areas of each building.
- 9.02 The Contractor must provide a detailed site compound and site traffic management plan prior to works commencing to protect all materials for the works.

Services/Isolation in Part

- 9.03 Mains services being provided onto the site should not be affected by these works.

Protection of Residents Access

- 9.04 Residents access will not be required to the site, however, adequate protection must be provided to prevent members of the public from accessing the site.

Protection from Mechanical Damage/Liquids/Gas/Dust and Noise

- 9.05 The Contractor must ensure that he provides adequate measures to eliminate any uncontrolled release of dust created from the works. Noise should also be kept to a minimum.

Risks to Construction Operatives

- 9.06 As previously noted, there is the likelihood of underground cabling and pipework present across the sites. The Contractor must therefore carry out his own investigations in this regard.

10.00 CONSTRUCTION MATERIALS

10.01 No specific items are raised under this heading, other than the Contractor must ensure that any materials proposed as part of the works are specified to protect the operatives on site and the users of the adjacent buildings, e.g., safe and sensible specification of materials and limiting of manual handling.

11.00 SITE WIDE ELEMENTS

11.01 Identify safe site access and egress.

11.02 Identify safe location of temporary site accommodation.

11.03 Identify safe location for unloading of storage areas.

11.04 Identify safe traffic and pedestrian routes in and around the site.

12.00 SITE RULES

12.01 Rules are to be identified and laid down as a result of all foregoing clauses, and for any or other reasons considered necessary (e.g. emergency procedures, safety policies etc.)

13.00 CONTINUING LIAISON

13.01 The contractor is to identify procedures for considering the Health and Safety implications of the design elements, and the method statements.

13.02 The contractor is to provide and identify procedures for dealing with unforeseen eventualities during the work, resulting in substantial design changes, which may affect resources.

14.00 MANAGEMENT

14.01 Identify arrangements for managing and monitoring the works in respect of health and safety to ensure compliance with relevant statutory provisions.

14.02 This management should ensure so far as is reasonably practicable the health and safety of all persons carrying out or affected by the works.

15.00 SUB-CONTRACTORS/SITE OPERATIVES/VISITORS

15.01 Identify arrangements to ensure sufficient information is available to Sub-Contractors, all other site operatives and visitors, to understand the arrangements for safety and welfare of persons at work, and the requirements placed upon them.

HERBIE HIBBERT
ASSISTANT BUILDING SURVEYOR
For and on behalf of
LAWSON QUEAY - CHARTERED SURVEYORS

Email: hhibbert@lawsonqueay.co.uk

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