



Pre-Construction Information

Project Title

Project Title: Bradney Depot, Bridgwater - Front Door & Brickwork Replacement.

Project Location

**Bradney Depot
Bradney Lane
Bawdrip
Bridgwater
TA7 8PZ**

Date prepared:

15th August 2022

Version (see end for details):

1

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SECTION A: THE PROJECT			ACTION/FINAL
1	Description of project	Removal off existing Front Door, Repair to Brickwork above as necessary, supply and fit new door.	
2	Programme Details	Key Dates and Timelines TBC	
3	Project Governance and CDM roles including email address and telephone number	<p>Project Executive: Mark Williams – e-mail: mark.williams01@environment-agency.gov.uk</p> <p>CDM Client: DEFRA- Rachael Matthews Rivers House East Quay Bridgwater Somerset. TA6 4YS Mob: 07963 797463 e-mail: rachael.matthews01@environment-agency.gov.uk</p> <p>Principal designer: TBC</p> <p>Principal Contractor: TBC</p>	
4	Stakeholders	<p>Site Responsible Officer: Anna Howe Mob: 07766 505358 e-mail: anna.howe@environment-agency.gov.uk</p>	
5	External consents/ consultations	N/A	
6	Project health and safety goals and compliance with SHEW CoP	<p>The SHEW CoP has been developed in consultation with our supply chain partners to set out expected standards for Safety, Health, Environment and Wellbeing, (SHEW) that will be applied to all design and construction work we procure and deliver.</p> <p>Please familiarise yourself with the SHEW CoP and ensure that the document is available on site and will be provided for your site the contractors site file.</p> <p>All projects must be in accordance with the SHEW CoP.</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  Defra SHEW 25 June 2020 version 2. </div> <div style="text-align: center;">  Defra RAG List V1.pdf </div> </div>	



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SECTION B: PLANNING AND MANAGEMENT			
7	Client Requirements	<p>Relevant to Designer and Principal Contractor: Relevant to Designer and Principal Contractor: Assurance Where applicable, the Principal Designer and the Client should agree the information provided within the PCI is relevant to the project. Once agreed the PCI can be issued to the relevant contractors. The principal designer should also agree the level of support the Client needs with regards the management arrangements, having reviewed the risks associated with the works e.g. establishing key milestones so the progress of the project can be assessed and determine whether health and safety standards are being met. This will form part of the arrangements under 'Planning and management – Meetings' section 8 of this document.</p> <p>Relevant to Principal Contractor: The principal contractor should produce a 'Construction Phase Plan' ideally 10 working days before works commence on site.</p> <p>Relevant to single contractor projects Risk Assessments and Method Statements to cover all construction activities including evidence of contractor competencies as detailed in the SHEWCoP.</p> <p>*All contractors and visitors to site must sign in at reception *All contractors must receive site induction before entering work area and work commencing *Hi-visibility vests/jackets must be worn at all times *If required, eye protection must be worn *Appropriate safety footwear must be worn at all times on site *Hard hats must be worn as appropriate to the work being carried out *Only 110 volt electrical/battery equipment may be used on-site unless authorized by the Facilities Team *No smoking or alcohol consumption on site at any time, this is to include in vehicles *Only approved contractors are allowed to enter the work area *All accidents or Incidents must be reported to the Facilities Team immediately</p>	
8	Planning and management - Meetings	Pre Start meeting to include all attendees – Principal Contractor and Client.	





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8a	Checkpoints required - dependent on activity	TBC	
8b	Native Species consultation	N/A	
9	Arrangements for communication and liaison	TBC	
10	Design assumptions, suggested methods/sequences or other controls	Principle contractor to design and build	
11	Co-ordination of on- going design work and handling design changes	Any changes, then the Client must be informed.	
12	Site security and hoarding arrangements	The Principal Contractor must ensure reasonable steps are taken to prevent unauthorised access on the construction site.	
13	Welfare Arrangements	<p>Toilets and hand basins, hot and cold running water, are available on site. We request that these facilities are kept clean and tidy at all times. Due to COVID 19 restrictions, the toilets are currently in a one in and one out system with a retractable barrier which must be pulled across on entry and released on exit.</p> <p>Showers are also available on site.</p> <p>There is a mess room on the Ground floor which has hot water drinks boiler, fridge and microwave – currently also operating in a one in and one out system.</p> <p>First Aid kits are available on site, although nominated First aiders MAY NOT always be present on site due to COVID restrictions. A First Aider must be on site for this work to commence. An AED machine is located in the downstairs lobby and available within normal office hours.</p>	
14	Fire and Site Emergency arrangements	<p>As per site induction. Fire Alarm tests are carried out every week on Tuesday mornings.</p> <p>Contractors will be briefed on Fire Evacuation/Incident Response. Contractors must report at the Fire Assembly Point – in the overflow car park across the road in the event of an evacuation.</p>	
15	Traffic management arrangements/ Parking	As this is a live depot the field services team will be onsite	



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		 Bradney Traffic management Plan P	
16	Permits		
17	Environmental Management	Pollution Prevention Emergency Plan, Drainage Plans, including the Hazard maps etc. are all available on site in Reception. Spill Kits are also available all around the site	
18	Smoking / Vaping	No smoking or vaping on site inside or out. Contractors must go off site in order to smoke or vape.	
19	Any restrictions on deliveries or waste collection;	Any large goods deliveries must be assisted by a banksman where appropriate. Please liaise with client or SLO if any large deliveries	
SECTION C: HEALTH & SAFETY HAZARDS OF THE SITE AND EXISTING SITE INFORMATION			ACTION/FINAL
20	Any 'no-go' or authorisation areas	N/A	
21	Boundaries and access, including temp. access;	Site is open Monday to Friday between 8.30am and 4pm. Entry via front gate, which is locked when the depot is closed.	
22	Adjacent land uses	There is a farm next door and Kings Sedgemoor Drain runs alongside the Depot with a public footpath between.	
23	Contaminated Land Surveys	N/A	
24	Materials requiring particular precautions / COSHH	TBC	
25	Location of existing services	 Bradney-Underground Services & Drainage plans.zip	
26	Existing records, plans, drawings and reports - including Asbestos information	Asbestos is on site, Asbestos plan is located in file in the Reception.	
27	Ground conditions	N/A	



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28	Confined Spaces	N/A	
29	Any structures containing hazardous materials- e.g. Asbestos	Asbestos plan is located in Reception	
SECTION D: HEALTH AND SAFETY FILE			ACTION/FINAL
30	The health and safety file content and format	<p>An outline of the expected contents of the health and safety file:</p> <p>Description of Works carried out</p> <p>Parties involved</p> <p>Specification for materials and suppliers details</p> <p>As Constructed drawings from Designer and Principal contractor to show accurate details of the construction work, including any information relevant to the ongoing health and safety management of the building.</p> <p>Copies of Waste Transfer Notes</p> <p>O+M Manuals for all equipment</p>	
31	Other		

Issue Control		
Vers.1	Date produced -	By Whom – plus notes as needed
1		
2		
3		
N		

<p>I <u>Rachael Matthews</u></p> <p>acting as Client for this project, Defra, hereby authorise and Issue this Pre-Construction Information.</p>	<p>Signature:</p> <p><i>R C Matthews</i></p> <p>Name: Rachael Matthews</p>
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	Date: 15 th August 2022
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I, on behalf of the Principal Contractor, hereby acknowledge receipt of the Pre-Construction Information and confirm I have shared the relevant parts of this information with other contractors and/or designers who may need this information in order to comply with their statutory duties.	Signature:
	Name:
	Date:

Note to Principal Contractor: PLEASE RETURN A SIGNED COPY OF THIS FORM TO THE CLIENT'S REPRESENTATIVE NAMED ABOVE