

**Pre-Construction Information and  
Health & Safety Requirements**

**for**

**The Construction of a Car Park Extension**

**at**

**Harbury Queen Elizabeth II Playing Fields  
Constance Drive  
Harbury  
CV33 9JA**

Status: Pre-Construction  
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**Project Ref:** 6541

**On Behalf Of:**

Harbury Parish Council  
Unit 2  
Bull Ring Business Centre  
Harbury  
Warwickshire  
CV33 9HL

**Date:** 27/11/2023

## Contracts Amendment Record

This Pre-Construction Information and Health & Safety Requirements Document has been issued and amended as follows:-

ISSUE	REVISION	DATE	SIGNED
1	0	November 2023	M. Newman

## **Contents**

### **Quality Assurance and Guidance Notes**

#### **Section 1.0: Description of the Project**

- 1.1 Introduction
- 1.2 Tender Process
- 1.3 Developing the Plan
- 1.4 Project Description
- 1.5 Extent and Location of Existing Records and Plans
- 1.6 Emergency Services
- 1.7 Existing Use
- 1.8 Project Directory
- 1.9 Health & Safety Executive
- 1.10 Notices Served by The HSE

#### **Section 2.0: Client's Considerations and Management Requirements**

- 2.1 Structure and Organisation
- 2.2 Safety Goals for The Project
- 2.3 Arrangements for Monitoring and Review
- 2.4 Permits and Authorisation Requirements
- 2.5 Emergency Procedures
- 2.6 Site Rules and Other Restrictions on Contractors, Suppliers and Others
- 2.7 Arrangements for Liaison Between Parties
- 2.8 Security Arrangements
- 2.9 Access Arrangements
- 2.10 Traffic and Pedestrian Routes
- 2.11 Working Hours
- 2.12 Location of Temporary Accommodation
- 2.13 Welfare Facilities

#### **Section 3.0: Environmental Restrictions and Existing on Site Risks**

- 3.1 Boundaries and Access
- 3.2 Adjacent Land Uses
- 3.3 Location of Existing Services
- 3.4 Ground Conditions
- 3.5 Existing Structures
- 3.6 Asbestos
- 3.7 Contaminated Land

#### **Section 4.0: Significant Design / Construction Hazards**

- 4.1 Design Assumptions and Control Measures
- 4.2 Arrangements for Coordinating On-Going Design Work
- 4.3 Information on Significant Risks Identified During Design (Health & Safety Risks)
- 4.4 Material Requiring Particular Precautions
- 4.5 The Work at Height Regulations 2005 and The Work at Height (Amendment) Regulations 2007
- 4.6 Project Review and Monitoring

#### **Section 5.0: The Health & Safety File**

- 5.1 Format and Contents

## **Appendices**

Appendix A What Principal Contractors Must Do

Appendix B What Designers Must Do

Appendix C Health & Safety Information Provided by The Client, including

- i. Site Location Plan
- ii. Drawings with locations of services

## Quality Assurance

This document is to be read in conjunction with all other Tender Documents and associated Appendices and summarises Pre-Construction Information provided by or on behalf of S & A Stone Ltd

The Pre-Construction Information was:



Prepared By: .....  
Matthew Newman  
Allen Construction Consultancy Ltd



Approved By: .....  
George Allen  
Allen Construction Consultancy Ltd

Date: 23/11/2023

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## Guidance Notes

Unless otherwise stated, the Regulations referred to hereunder are the Construction (Design and Management) Regulations 2015.

The Principal Contractor is required to take reasonable measures to ensure the Health & Safety Plan contains, until construction is completed, arrangements (including Management of the Construction Work and monitoring of compliance with the relevant statutory provisions) to ensure the Health & Safety of all persons at work and who may be affected by the work, taking into account of construction risks and providing information and arrangements for the welfare of persons at work.

This Pre-Construction Health and Safety information has been prepared on behalf of the Client and based on information provided by him, to enable Tenderers to consider the specific Health & Safety considerations when submitting a Tender. The successful Tenderer will be required to develop a Health & Safety Plan, sufficiently detailed as to allow work, including preparatory work, to commence on site. The Health & Safety Executive will be notified of the proposed project, incorporating details provided by the Principal Contractor, prior to the site start date. Under the regulations, the Principal Contractor must prominently display this information on site.

All parties to the construction project should be competent and shall provide evidence of competence. Contractors shall provide this evidence with their Tender if not provided before. If evidence of competence has been provided previously, then the Contractor shall review this and confirm to the Principal Designer that the information previously provided is current.

At the conclusion of the Pre-Construction / Design Phase, the Principal Designer must prepare the Health & Safety File and deliver it to the Principal Contractor for completion. The Principal Contractor and his Sub-Contractors are required under Regulations to provide the Principal Designer with information to enable the Principal Designer to prepare the Health & Safety File. This information shall be forwarded by the Principal Designer, immediately upon availability.

Under the CDM Regulations, Designers are required to identify hazards that cannot be avoided or designed out and carry the Risk Assessment of the residual hazards. In assessing residual hazards, it is assumed that the Contractor is competent and familiar with the statutory instruments. Contractors, and Designers working for Contractors, have similar responsibilities. The absence of reference in this Health & Safety Plan to a hazard does not mean that such a hazard does not exist or may not arise.

## **1.0 Description of the Project**

### **1.1 Introduction**

This Document has been prepared by Allen Construction Consultancy Ltd in accordance with the Construction (Design and Management) Regulations 2015. It contains information necessary to indicate the general Health & Safety arrangements to be adopted and to provide suitable and necessary Pre-Construction Information.

The Principal Contractor will be required to provide an adequate Construction Phase Health & Safety Plan prior to construction and throughout the project duration to demonstrate compliance with all relevant Health & Safety Legislation, appropriate to the nature and scale of the project.

Details of the works to be undertaken are included in 1.4 below.

### **1.2 Tender Process**

The Tender Process will include for the provision by the Tenderers of sufficient information to enable the suitability of the proposed Principal Contractors to be ascertained in respect of the following areas:-

- Competency to act as a “Principal Contractor” in relation to the area of works required.
- Details of resources that will be available to fulfil the role of “Principal Contractor” and whether outside resources will be used.
- Illustrate a sound understanding of all duties required by the CDM Regulations 2015 in relation to the role of “Principal Contractor”.

As a consequence, suitable information is to be supplied with the tender return to satisfy the above.

The Principal Contractor must allow **7 working days prior to the commencement date** to enable the Principal Designer to review the Construction Phase Health & Safety Plan, (The Plan), and seek additional information as may be required, to ensure The Plan is adequate prior to commencement.

### **1.3 Developing The Plan**

The Principal Contractor has a duty to develop and build upon The Plan provided by the Principal Designer to include:-

- Design changes and provision of detailed design information in accordance with The Contract,
- Alterations in method or sequence of work, which could affect Health & Safety,
- Contractors detailed Health & Safety procedures,
- All current relevant Legislation and Good Practice,
- Further risks known to the Contractor, but not included in The Plan, including the risks that may be created for others.

The Construction Phase Health & Safety Plan is to include as a minimum those items contained in Appendix A. The proposed format is not mandatory, but the topics and areas mentioned must be included and suitably covered.

## **1.4 Project Description**

The scheme consists of amendments to an existing car park to form 6No additional parking bays together with a turning bay together with ductwork for future E.V. Charging points

All on site works requirements identified within the Employer's Requirements shall apply (make reference to all other Tender Documents) equally, to any off site works required under the Contract. Public safety, traffic control and the making good of all areas and anything disturbed must be given priority attention by and will be the absolute responsibility of the Contractor.

The Employer's Requirements must be fully accommodated in the design and construction of the Works to be undertaken by the Contractor.

All Operatives must be suitably qualified for the specific works they have been engaged to complete and hold the relevant CSCS card

The Principal Contractor will be responsible for all Contractors carrying out work detailed above.

The programmed commencement and completion dates are to be agreed. The Programme must allow for sufficient time for the suitable development of the Construction Phase Health & Safety Plan prior to the actual start on site. Suitable periods for the construction works to be carried out properly and to ensure that all Health & Safety considerations can be ascertained and implemented will need to be included within the Programme duration.

## **1.5 Extent and Location of Existing Records and Plans**

Existing records and plans will be provided where available. However, The Principal Contractor should make his own enquiries and take all reasonably practicable measures to locate and identify any hazards that may remain on site and mark on all drawings.



## **1.6 Emergency Services**

In the event of any emergency requiring immediate emergency attention the emergency services should be contacted on 999 or 112 from a mobile phone for further advice; in regard to potential emergency services and treatment locations, for information a number of contacts are listed below.

### Hospital

A nearby A&E Department is:- Warwick Hospital, Lakin Road, Warwick, Warwickshire, CV34 5BW

### Police

A nearby Police Station is:- Southam Police Station, Southam CV47 0HB

### Fire

The Emergency Services should be consulted, should a fire be present. A nearby Fire Station is:- Southam Fire Station, Coventry Street, Southam CV47 0EL

## **1.7 Existing Use**

The Property is a car park to the village hall and associated playing fields.

## 1.8 Project Directory

Duty Holder	Address	Key Contact
Client	<p>Clerk to the Council Harbury Parish Council Unit 2 Bull Ring Business Centre Church Terrace Harbury Leamington Spa CV33 9HL</p> <p>Telephone: 01926 614646 Email: clerk@harbury-pc.gov.uk</p>	Clerk to the Council
Principal Designer	<p>Allen Construction Consultancy Ltd Unit 3 Condor Quay, East Quay, Bridgwater, Somerset, TA6 4DB.</p> <p>01278 445529 george.allen@allen.uk.com</p>	<p>George Allen Managing Director</p>
Principal Contractor	<p>TBA</p> <p>Telephone:</p>	TBA

## 1.9 Health & Safety Executive

Local HSE Office: Rose Court  
2 Southwark Bridge  
London  
SE1 9HS

Fax: 02075 562109

The Health & Safety Executive RIDDOR indicant Reporting Centre Contact:

Address: Incident Contact Centre  
Caerphilly Business Park  
Caerphilly  
CF83 3GG

Telephone: 0845 300 9923  
E-mail: [riddor@natbrit.com](mailto:riddor@natbrit.com)  
Website: [www.riddor.gov.uk](http://www.riddor.gov.uk) or [www.hse.gov.uk](http://www.hse.gov.uk)

#### **1.10 Notices Served by the HSE**

The Principal Contractor must ensure that in the event of any Health & Safety Executive action with respect to the issue of any of the following to any Contractor on the site:-

- Improvement Notice
- Prohibition Notice
- Summons

The Principal Contractor will issue written notification to the Client, the Principal Designer and all named Designers within 24 hours of the action.

## **2.0 Clients Considerations and Management Requirements**

### **2.1 Structure and Organisation**

The Project Manager / Principal Designer will have regular liaison with the Principal Contractor to ensure coordination of all matters on site.

The Project Manager will channel formal instructions to the Principal Contractor and other contractors.

The Principal Contractor is required to ensure that the Principal Designer is made aware of any event in which Health & Safety concerns are raised during the works.

The Principal Contractor will formally induct all parties working or otherwise on the site. Records shall be kept in the Plan.

The Principal Contractor shall provide details of how Health & Safety matters on site will be structured and managed, including arrangements for management and liaison.

Details shall also be provided in relation to the general Health & Safety Policy of the company, including a clear definition of how Health & Safety is monitored and any safety goals that are utilised.

All details provided shall clearly illustrate how the Principal Contractor will ensure that liaison between all parties takes place, including those operated on site by the Client.

### **2.2 Safety Goals for The Project**

#### **2.2.1 Overall Goals**

- To ensure that the works are undertaken with the minimum of disruption to all users of the Village Hall and Playing Fields, adjacent residents and their visitors, members of the Public and Parish Council Staff,
- To avoid accidents, incidents or near misses to Operatives and the Public etc.,
- To provide a clean, tidy and safe working environment for all parties,
- To ensure that proper consultation and allocation of resources is provided prior to arranging to carry out work,
- To undertake careful planning of the work and adequate management procedures are in place to provide a safe environment for all.

In relation to the operation of CDM Regulations, the aim is to integrate Health & Safety into the management of the project and to encourage everyone involved to work together:-

- Improve the Planning and Management of Projects from the very start,
- Identify risks early on so that they can be eliminated or reduced at the Design or Planning Stages and the remaining risks can be properly managed,
- Target effort where it can do the most good in terms of Health & Safety; and,
- Discourage unnecessary bureaucracy.

## **2.3 Arrangements for Monitoring and Review**

### **2.3.1 Monitoring on Site**

The Principal Contractor will be required to carry out a daily Health & Safety check of all site areas using an agreed Pro-Forma and maintain a copy in the Plan for inspection. Proposed documentation will need to be submitted to the Principal Designer for approval.

In addition, the Principal Contractor's 'Contracts Manager' and / or Safety Officer is expected to carry out their own site audit and provide copies of such reports to the Principal Designer and Client. In consideration of the Project Programme this must occur at least monthly during the Programme, or shorter period as appropriate.

The Principal Designer may also visit site during the works, to review and report upon the maintenance and development of the Health & Safety Plan by the Principal Contractor against the work in progress.

## **2.4 Permits and Authorisation Requirements**

Within the Contract it is envisaged that written permits to work will need to be provided. It is the Principal Contractor's responsibility to ensure that these are in place prior to commencement in order to maintain agreed programme intervals.

## **2.5 Emergency Procedures**

The Health and Safety Plan will need to include details of the following in case of emergency.

- Fire Plan and Identification of Fire Marshall
- Incident Escalation process
- Site Personnel Responsibility process
- Appointed Qualified First Aider
- Emergency Contacts for Local Doctor and Hospital
- Emergency Contact Details for All Site Personnel

## **2.6 Site Rules and Other Restrictions on Contractors, Supplies and Others**

The following is a list of site rules, which should be included within the Principal Contractor's own Site Rules, Health & Safety Plan and Induction Procedure:-

- All site visitors must report to the Site Office on entrance to the site, sign in and wait for the Site Manager to confirm the site induction procedure. Induction records shall be kept in the H&S Plan,
- All existing Parish Council site rules must be followed at all times
- Issue PPE to all site visitors as appropriate,
- Provide supervision for all vehicles manoeuvring to and around the site and compound,
- The Principal Contractor shall report any accidents resulting in major injury (see R.I.D.D.O.R) to the Principal Designer. All accidents (and near misses) however should be included within the site Accident Book,
- The Principal Contractor must consider and implement all current Government, Public Health England and HSE guidance with regards to COVID-19, (Corona Virus), infections and the requirements for R.I.D.D.O.R. notification-where applicable,
- The procedures that the Principal Contractor intends to implement must be stated, and clearly identified, within his Construction Phase Health and Safety Plan,

- All footpath and roads shall be maintained in a condition, which is satisfactory for foot and vehicular traffic,
- No smoking on site.

## **2.7 Arrangements for Liaison Between Parties**

The Principal Contractor is responsible for the management of Health and Safety Legislation on site, for ensuring that a Construction Phase Health and Safety Plan is prepared for any Contractor design items, providing Method Statements prepared by themselves or any Contractor or Sub-Contractor employed on the site where there are Health and Safety hazards or implications and for providing the Principal Designer with copies before carrying out the work.

The Principal Contractor is responsible for bringing to the attention of the Principal Designer any unforeseen eventualities during the execution of the work that could have implications under Health and Safety and the CDM Regulations.

## **2.8 Security Arrangements**

The Principal Contractor will be responsible for maintaining site security during the works. Accordingly, details of how it is proposed to maintain security and to restrict access to the working areas are to be provided and included in the Construction Phase Health & Safety Plan.

It is anticipated that the contractor will require areas for both storage and refuse. The principal contractor will be responsible for providing additional security where required. Specific considerations to take into account when providing security are as follows:-

- Children live near and may visit the site and may be tempted to access the construction and storage areas,
- Persons may access the site for the purposes of theft,
- Prevention of accidental access to the site, compound and other working areas,
- Security provisions shall be safe and highly visible so as not to cause a hazard,
- Access gates or doors to the works area shall not be left open at any time, to prevent unauthorised access to the site.

Construction, storage, refuse and welfare areas are to be suitably secure to prevent unauthorised access by the public. These areas shall be placed in a way as to not restrict access, including emergency access, firefighting or escape from the site at any time. Spread of fire to the surrounding property should also be considered in locating both the compound and securely stored flammable goods.

## **2.9 Access Arrangements**

All access to the site is via public roads. All vehicles are to access the site via Constance Drive only. There will be no other access routes. Delivery vehicles must be accompanied by a suitably qualified banksman at all times and must not be allowed to reverse out onto the Road

## **2.10 Traffic and Pedestrian Routes**

The Principal Contractor's attention is also drawn to the requirement not to cause obstruction to the public highway. When considering the methods to be employed relating to vehicle

movement, consideration shall be made to preventing hazards to traffic and pedestrians outside of the site, especially relating to delivery vehicles.

All reversing and loading / offloading of materials are to be made with the attendance of a suitably qualified banksman or other competent supervisor.

## **2.11 Working Hours**

Working hours are as detailed in the Tender Document, Monday to Friday only 7.30am to 5.00pm. No weekend or Bank Holiday working to be undertaken without prior Client approval. The Principal Contractors attention is drawn to the fact that the adjoining sites comprise residential properties – and as such, due consideration is to be given to the occupants and activities of the adjoining sites when scheduling the delivery and removal of large items, or removal of risings.

## **2.12 Location of Temporary Site Accommodation**

All site accommodation; stores, etc. shall be restricted to the area of the site agreed with the Client before any works start. Full details of the proposed site accommodation and compound formation shall be provided by the Contractor for approval by the Principal Designer.

## **2.13 Welfare Facilities**

The Principal Contractor is to submit details of how the welfare facilities are to be provided and is to be serviced / maintained.

## **3.0 Environmental Restrictions and Existing on Site Risks**

**Note: There is a high pressure sewer approximately 900mm below ground level on the site. Precautions must be taken when excavating or siting heavy plant or materials**

### **3.1 Boundaries and Access**

Construction traffic must not obstruct roads and all visibility splays should be kept clear.

The Principal Contractor should confirm any safe zones for transport vehicles to wait and car parking for direct/sub-contractor staff as part of the Plan. Note on site parking is available.

### **3.2 Adjacent Land Uses**

No entry into surrounding buildings unless legitimately required and full documented authority has been obtained, in order to carry out associated works.

Due regard shall be had for the privacy of the surrounding property occupants, residents and their families:-

- The locality includes residential properties

### **3.3 Location of Existing Services**

The Principal Contractor must make reference to the supplied drawings AND should make his own enquiries and use remote detection devices (e.g. radar probing equipment etc.) before any works are undertaken on site or siting plant and machinery. Clearly mark the location of all services above ground and under ground, when discovered, for the benefit of all operatives and others on site.

### **3.4 Ground Conditions**

The Principal Contractor is to assess ground conditions in all areas prior to the use of heavy plant or lifting equipment.

### **3.5 Existing Structures – Stability or Fragile Materials**

It is not anticipated that any Existing Structures will be affected by these works

### **3.6 Asbestos**

It is not anticipated that these works will involve any structures containing asbestos, however, the Principal Contractor should make full reference to any Asbestos Management Surveys provided. If the provided Asbestos Survey does not reference the area where work is to be carried out, The Principal Contractor should arrange for a Survey to be carried out if Asbestos is suspected.

The Principal Contractor should be fully cognisant of the Control of Asbestos Regulations 2012.

### **3.7 Contaminated Land**

The Principal Contractor should make all relevant enquiries, in this respect.

## **4.0 Significant Design / Construction Hazards**

### **4.1 Design Assumptions and Control Measures**

The Principal Contractor is to state, within their Construction Phase Health & Safety Plan, any design assumptions or control measures assumed in his proposal.

### **4.2 Arrangements for Coordinating On-Going Design Work**

The Principal Contractor must notify the Principal Designer if any changes to the Method and Scope of Work are likely to affect the Designer's initial considerations and / or may require further coordination as the works are progressing

The Principal Contractor will assess the Health & Safety implications of any proposed variation(s) to the work, and ensure that appropriate Risk Assessments are undertaken and, together with proposed Method Statements, that they are forwarded to the Principal Designer for comment, prior to the works of variation being undertaken.

A Fire Risk Assessment must be prepared and shared with all parties prior to any work taking place. This should be reviewed and updated as the project progresses to take into consideration changes being made. This FRA must also make reference to and accommodate the existing site FRA.

### **4.3 Information on Significant Risks Identified During Design (Health & Safety Risks)**

The Client has identified the following unusual risk:

There is known to be a high pressure sewer approximately 900mm below the car-park area.

For clarification, significant risks are those, which are:-

- Not obvious to a competent Contractor or other Designers,
- Unusual,



- Likely to be difficult to manage effectively,
- Likely to result in significant harm,
- Peculiar to the particular site/building in which the works will be undertaken,

General hazards and risks associated with construction have not been included where they do not fall within the above definitions. However, the Principal Contractor must still pay due regard to the general Health & Safety issues on site which are of a more general and common nature.

The hazards that are considered to be significant are as follows:-

- Buried high pressure sewer

The above is not intended to be an exhaustive list and the Principal Contractor shall consider the risks associated with the works that they will be undertaking. The Principal Contractor and relevant Sub-Contractors shall produce a Method Statement for each element, including those detailed above and shall indicate within their Construction Phase Health & Safety Plan how these significant Hazards shall be dealt with and managed.

#### **4.4 Materials Requiring Particular Precautions**

The Principal Contractors attention is drawn to the requirement to identify any processes that are proposed to be used during the project that are considered to potentially pose a hazard to Health & Safety, and will require consideration in terms of transporting, storing, handling and disposal.

The Principal Contractor will be expected to clearly demonstrate that alternatives have been explored and to give reasons why those alternatives are thought unsuitable. Sufficient information shall be provided upon specific handling requirements and methods for operating safely for any materials that continue to pose risks in terms of Health & Safety that cannot be substituted for alternatives.

The Principal Contractor shall ensure that the requirements of the Control of Substances Hazardous to Health Regulations (COSHH) 1998 and as amended 2002, are fulfilled for all plant, materials or processes used during the construction, including any material, dust, and fumes generated as a result of construction operations.

COSHH records should be maintained with the Construction Phase Health & Safety Plan.

#### **4.5 The Work at Height Regulations 2005 and The Work at Height (Amendment) Regulations 2007**

The Principal Contractor will be required to pay particular attention to the control measures required to mitigate any risks associated with working at height.

The Regulations apply to all work at height where there is a risk of a fall liable to cause personal injury, and accordingly, all activities to be undertaken should be considered, not just those directly associated with the roof. The Principal Contractor will therefore be expected to include the following within their Construction Phase Health & Safety Plan to clearly identify how they have complied with the duties conferred by the WAHR 2005, particularly in respect of the following:-

- All work at height is properly planned and organised,

- All work at height takes account of weather conditions that could endanger health and safety,
- Those involved in work at height are competent,
- The risks from work at height are assessed and appropriate work equipment is selected and used,
- The risks from fragile surfaces are properly controlled, and,
- Equipment for work at height is properly inspected and maintained.

Information upon the processes for dealing with the above and how risks will be assessed on an ongoing basis will be required and is to be provided to the Principal Designer.

#### **4.6 Project Review and Monitoring**

There shall be regular monitoring and review of Health & Safety aspects of the works by the Principal Contractor and Contractors during the construction period. Any significant matters affecting Health & Safety arising during these meetings shall be reported to the Principal Contractor's Health & Safety Advisor and the Principal Designer as necessary.

## **5.0 The Health & Safety File**

### **5.1 Format and Contents**

There is currently no Health & Safety File available, but there will be a File generated for this project, to be prepared by the Principal Designer. The contents of the File will need information to be provided by the Principal Contractor for this project in accordance with the format detailed in this Plan. Accordingly, sufficient information is to be provided to the Principal Designer by the Principal Contractor, who will cooperate fully in the collation of the File, providing all reasonable information requested of them.

The Health & Safety File should include information about all of the following topics, where relevant to the Health & Safety of any future construction work. The level of detail to be included within the file should be proportionate to the risks likely to be involved in such future works:-

- A brief introduction to the project, including a description of the work that has been undertaken,
- Residual hazards and how they have been dealt with (for example, Surveys or other information concerning Asbestos, contaminated land, water bearing strata, buried services, etc.),
- Health & Safety information about equipment provided for cleaning or maintaining the structure,
- The nature, location and markings of any significant services, including fire-fighting services.

The Principal Contractor and the other Contractors are required to obtain or prepare all the information to be included in the File.

## **APPENDIX A**

### **WHAT PRINCIPAL CONTRACTORS MUST DO**

#### **What Principal Contractors Must Do**

Principal Contractors must:-

- a) Satisfy themselves that Clients are aware of their duties, the a Principal Designer has been appointed and HSE notified before they start work,
- b) Make sure that they are competent to address the Health & Safety issues likely to be involved in the management of the Construction Phase,
- c) Ensure that the Construction Phase is properly planned, managed and monitored, with adequately resourced, competed site management to the risk and activity,
- d) Ensure that every Contractor who will work on the project is informed of the minimum amount of time which they will be allowed for planning and preparation before they begin work on site,
- e) Ensure that all Contractors are provided with the information above the project that they need to enable tem to carry out their work safely and without risk to health. Requests from Contractors for information should be met promptly,
- f) Ensure safe working and coordination and cooperation between Contractors,
- g) Ensure that a suitable Construction Phase Health & Safety Plan ('The Plan') is:-
  - i. Prepared before Construction work begins,
  - ii. Developed in discussion with, and communicated to, Contractors affected by it,
  - iii. Implemented, and,
  - iv. Kept up to date as the project progresses.
- h) Satisfy themselves that the Designers and Contractors that they engage are competent and adequately resourced,
- i) Ensure suitable Welfare Facilities are provided from the start of the Construction Phase,
- j) Take reasonable steps to prevent unauthorised access to site,
- k) Prepare and enforce any necessary site rules,
- l) Provide (copies of or access to) relevant parts of The Plan and other information to Contractors, including the Self-Employed, in time for them to plan their work,
- m) Liaise with the Principal Designer on Design carried out during the Construction Phase, including Design by Specialist Contractors, and its implications for The Plan,
- n) Provide the Principal Designer promptly with any information relevant to the Health & Safety File,
- o) Ensure that all the workers have been provided with suitable Health & Safety induction, information and training,
- p) Ensure that the workforce is consulted about Health & Safety matters,
- q) Display the project notification on site.

## **APPENDIX B**

### **WHAT DESIGNERS SHOULD DO**

## What Designers Should Do

Designers Should:-

- a) Make sure that they are competent and adequately resourced to address the Health & Safety issues likely to be involved in the Design,
- b) Check that Clients are aware of their duties,
- c) When carrying out Design work, avoid foreseeable risks to those involved in the Construction and future use of the structure, and in doing so, they should eliminate hazards (so far as is reasonably practicable, taking into account other Design considerations) and reduce risk associated with those hazards which remain,
- d) Provide adequate information about any significant risks associated with the Design,
- e) Coordinate their work with that of others in order to improve the way in which risks are managed and controlled.

In carrying out these duties, Designers need to consider the hazards and risks to those who:-

- a) Carry out Construction work, including demolition,
- b) Clean any window, or transparent or translucent wall, ceiling or roof in or on a structure or maintain the permanent fixtures and fittings,
- c) Use a structure designed as a place of work,
- d) May be affected by such work, for example residents or the general public.

## **APPENDIX C**

### **HEALTH & SAFETY INFORMATION PROVIDED BY THE CLIENT**

- i. Site Location Plan**
- ii. Drawings with locations of main services**