

**PRE-CONSTRUCTION  
INFORMATION PACK**

**HJ BERRYS**

**AT**

**MALT KILN BROW, CHIPPING, PRESTON, PR3 2GP**

**For**

**SCPi Bowland Ltd**

**January 2017**

**Project H&S Advisor / CDM**

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# 1.0 – Introduction

The purpose of this document is to outline the health and safety implications of this project and the duties placed on the contractor to fulfil his obligations, with respect to:

- a) The H&S risks associated with the project.
- b) The project rules and contractor obligations.
- c) The standards to control and minimise the H&S risks.

It should be noted that this pre-construction information has been compiled based on the level of information made available at the time.

LAR and its sub-contractors should be fully aware of its responsibilities under Construction Design and Management Regulations 2015. A copy of your CDM/H&S policy should be provided to the client.

A completed Notification of Construction Project (Form F10) is included in Appendix A of this plan. This will be displayed at the nominated Site Office for the contract.

# 2.0 – Parties

## 2.1 The Employer

SCPi Bowland Ltd  
Stephenson House Moorside Road, Turton, Bolton, BL7 0JY

## 2.2 Development Manager

Till Asset Management  
Manchester International Office Centre, Styal Road, M22 5WB

**Contact:** Adam Handley  
**Tel:** 07341 560 674  
**Email:** [adam@tillam.co.uk](mailto:adam@tillam.co.uk)

## 2.3 CDM Co-ordinator

Gravitate Consulting Engineers LLP, The Heath Business & Technical Park, Runcorn , WA7

**Contact:** Rob Seymour  
**Tel:** 07403 243573  
**Email:** [rob@gravitateconsulting.com](mailto:rob@gravitateconsulting.com)

## 2.4 Contract Administrator

Till Asset Management  
Manchester International Office Centre, Styal Road, M22 5WB

**Contact:** Adam Handley  
**Tel:** 07341 560 674

Email: [adam@tillam.co.uk](mailto:adam@tillam.co.uk)

## 2.5 Structural Engineer

Gravitate Consulting Engineers LLP, The Heath Business & Technical Park, Runcorn, WA7

Contact: Rob Seymour

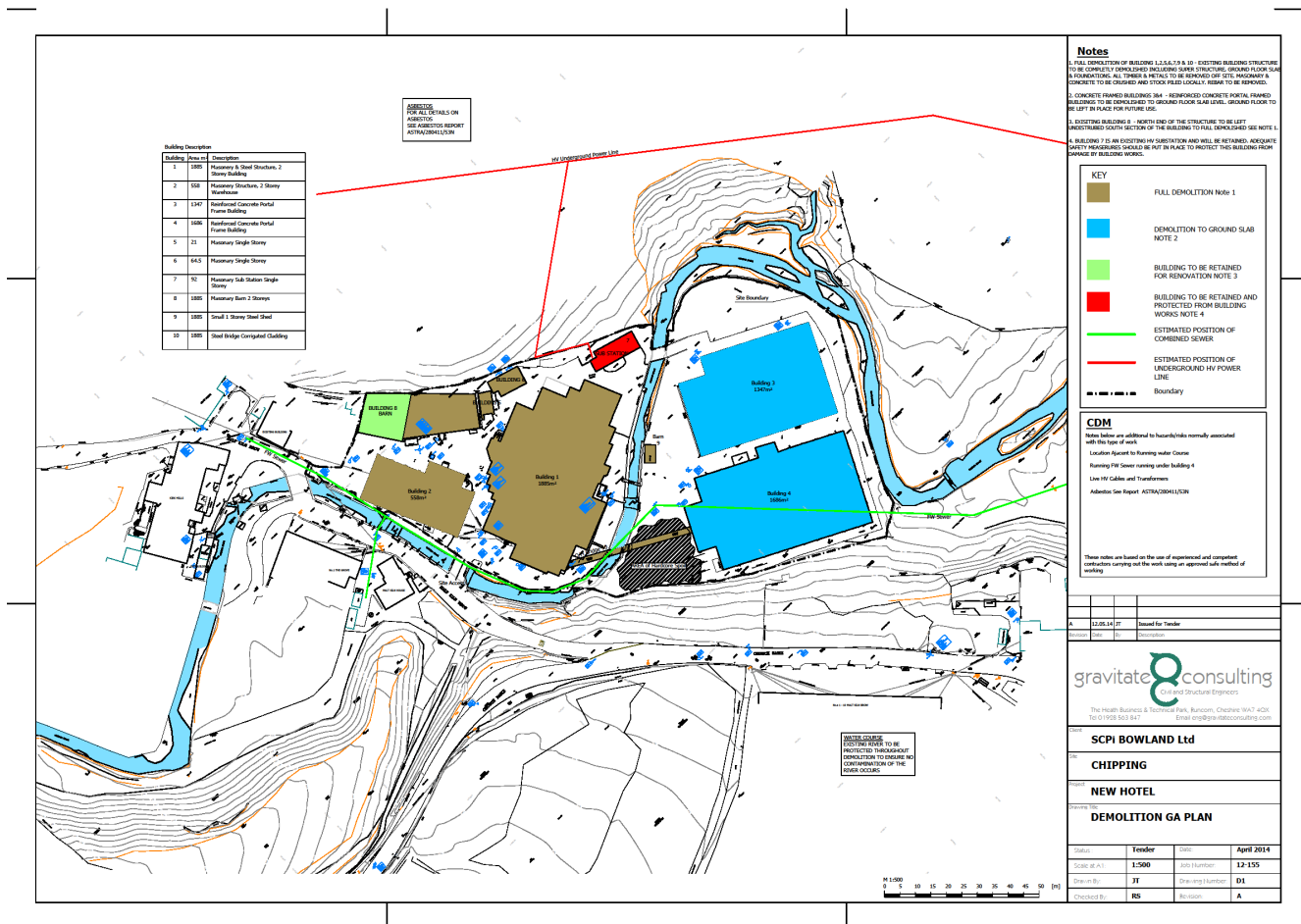
Tel: 07403 243573

Email: [rob@gravitateconsulting.com](mailto:rob@gravitateconsulting.com)

# 3.0 – The Project

## 3.1 – Project Description

The project comprises of asbestos removal and demolition of several industrial units and a single concrete frame structure. As shown below.



## 3.2 – Site location and access.

Access to the site is located on Malt Kiln Brow, Chipping, Preston, PR3 2GP. The area is a small village and has very little traffic.

Residential property is located adjacent to the site and another active building site 100 from the site entrance.



The contractor will be required to visit site in advance and provide details of their proposed methods for access including delivery of materials, site equipment, parking, and the proposed total number of vehicular movements throughout the programme.

## 4.0 – Existing Environment

### 4.1 – Surrounding Environment

The contractor must implement appropriate measures to manage the risk posed by the close proximity of the residents, general public and shops. Access to the site must be considered and agreed with the Development manager prior to commencing work on site.

### 4.2 – Planning Restrictions

Please refer to the contract documentation.

### 4.3 – Existing Services.

The contractor shall carry out any further investigation deemed necessary prior to the commencement of any works on site. Isolation certificated for the site are attached to this document under [Appendix B](#).

The contractor must implement safe systems of work in relation to services.

### 4.4 – Environmental issues.

The following items are required to be addressed within the Construction Health & Safety Plan.

- Management of noise;
- Management of the public
- Management of parking
- Management of site operatives and visitors
- Management of loading and unloading of plant and materials
- Management of storage of plant and materials
- Management of routes used by vehicles carrying plant and materials
- Management of vehicles and plant so that it does not impede upon access to existing property
- Details of hours of working including delivery times
- Management of recycling and disposing of waste
- Details of any lighting used during the construction period
- Pollution prevention methods
- Contact details of site management

#### **4.5 – History of trespass**

Vandalism and trespass on the property is evident and should be considered and attended to when considering site security and unattended plant.

#### **4.6 – Asbestos**

Please refer to the asbestos report provided. Quality Consultants Survey, dated 22nd October 2016

#### **4.7 – Hazardous materials or presence of materials hazardous to health.**

Excluding asbestos – None have been made aware of for the preparation of this document.

#### **4.8 - Discarding of hypodermic needles**

No discovery of hypodermic needles have been made aware of for the preparation of this document. The contractor should be aware of the possibility.

## **5.0 – General Requirements**

### **5.1 – Site wide construction standards**

The contractor shall liaise with the Development Manager for the safe location of office and storage facilities. These should then be submitted for review.

#### **5.1.1 Site access and loading**

The contractor will make suitable provision for the safe loading and unloading of materials and equipment. These routes should be agreed with the Development Manager, in writing.

#### **5.1.2 Controlling occupant, visitors and road traffic.**

The contractor will ensure the safety and wellbeing of all workers, visitors and the general public accessing or adjacent to the site. The contractor will work in a way that minimises congestion, nuisance and disruption.

### **5.1.3 Security**

The contractor will take practicable steps to adequately secure the premises and their own equipment against damage and thefts.

### **5.1.4 Rubbish and pollution**

The contractor shall...

- (a) Ensure the safe storage of construction equipment and material so to avoid nuisance and misuse.
- (b) They shall ensure all sewers, drainage and waterways are kept clean and clear.
- (c) Maintain the site in a safe and tidy condition at all times.
- (d) The measure should be limited to all areas affected by works associated to the contractor and not limited to the site itself.

### **5.1.5 Fire & Emergency procedures**

The contractor will ensure adequate procedures are in place and the following items should be addressed.

- (a) Adequate signage
- (b) Safe access for the emergency services
- (c) Escape routes on site are to be clear and free from obstruction at all times.
- (d) Employees to be made aware of arrangements for first aid and escape routes.
- (e) No site burning or smoking allowed.

### **5.1.6 Personnel**

The contractor shall...

- (a) Employ competent staff and labour
- (b) Ensure all H&S information is passed on to personnel
- (c) Ensure all operatives have the necessary and appropriate PPE
- (d) The contractor shall ensure all (Sub-contractors) comply with the above.

### **5.1.7 Plant and equipment**

All plant and equipment shall be maintained in a suitable condition and be used only by authorised and trained personnel.

All equipment is to comply with safety regulation and permits to work procedure shall be adopted for scaffolds and electrical systems etc.

### **5.1.8 Noise, PPE and Risk Assessments**

The contractor shall take all the necessary steps to reduce the effects of noise.

The contractor must provide employees and visitors with suitable PPE.

The contractor is required to carry out their own risk assessments prior to commencing the work.

## **5.2 – Construction phase plan**

The contractor is to provide a copy of the construction health and safety plan which will be made available to the CDM Co-ordinator.

It will be the responsibility of the contractor to prepare and maintain the plan so to comply with CDM regulations.

The construction phase plan should include, but not limited to...

- (a) Parties involved.
- (b) Description of the project
- (c) Location and drawings
- (d) Statement of H&S principles and standards
- (e) Methods statements and risk assessments
- (f) Management structure
- (g) Arrangements for notifiable particulars
- (h) Performance indicators and monitors
- (i) COSH assessments
- (j) Arrangements for coordination between contractors
- (k) Fire precautions
- (l) Emergency procedures

## 6.0 – Client and Management requirements

### 6.1 – Requirements of the contractor

- Director responsible for H&S
- Project / Site manager.
- Site H&S team.

The contractor must provide a safe place of work. To achieve this they should:

- a) Clearly define individual responsibility
- b) Explain emergency procedures to all employees and visitors
- c) Inform all employees of any risks to their health and safety and the precautions that must be taken.
- d) Provide safety induction to all contractors and personnel who attend site.
- e) Visits should be made by the Health & Safety advisors at 2 week intervals.

### 6.2 – Permits to work

These should be in place for working in confined space, hot works and for operating any specialist equipment. Method statements should also be provided.

### 6.3 – Method Statements & Risk Assessments

These are to be prepared and submitted to the Development Manager in advance of the work operations.

### 6.4 – Site and working restrictions

Any potential nuisances should be kept to a minimum and not take place before 0800 or after 1800. Any complaint that arises should be directed to the Development Manager in the first instance.



## **6.5 – Traffic restrictions**

Please provide details of the number vehicular movements throughout the duration of the contract, including daily transits.

## **6.6 – Welfare facilities**

Details to be provided in Construction Phase Plan

# **7.0 – Risk Control**

- 1) Temporary works;
- 2) Temporary electrical installation
- 3) Prevention of falling object
- 4) Works near fragile materials
- 5) Lifting and handling operations
- 6) Dealing with services
- 7) Maintenance of plant and equipment
- 8) Traffic routes
- 9) Working on structures
- 10) Protection of excavation and trenches
- 11) COSH arrangements
- 12) Storage arrangements
- 13) Control measures for water, liquid and gas hazards
- 14) Manual handling
- 15) Noise and vibration
- 16) Dealing with needles and syringes

# **8.0 – Notification**

The Health and Safety Executive have been notified of the project by submission of the F10. A copy is contained in Appendix A.