

PRE-CONSTRUCTION INFORMATION SUMMARY PUBLIC WC - MODULAR BUILDING INSTALLATION

PUBLIC CONVENIENCES

Longforth Road, Wellington, Somerset, TA21 8RQ

For



WELLINGTON TOWN COUNCIL

28 Fore Street
Wellington
Somerset
TA21 8AQ

Status: Tender Stage
Date: 13/11/2025
Job No: RS2076
Prepared by: Nathan Stone
For and on behalf of Ravenslade Ltd

Page | 0

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Appendix E – Site Information

- Utilities (Gas, Water, Electricity)
- Topographical Survey
- Ground Investigation (Red Rock Report)
- Planning Consent

¹ The format complies with Appendix 2 of the Construction (Design and Management) Regulations 2015. Guidance on Regulations (L153)

1. INTRODUCTION

This Pre-Construction Information Summary has been prepared in conjunction with Client in accordance with the requirements of the Construction (Design & Management) Regulations 2015.

This document records health and safety pre-construction information relevant to this project. The information given will be relevant to designers, contractors, and other parties during the course of the design, tendering and construction phases. The document will be updated as the proposal is developed through the phases of the project. This document is to be read in conjunction with the contract preliminaries, schedule of works, specification, drawings, and other supporting documents referred to. Any discrepancy between this document and any other document should be brought to the attention of the Client / Contract Administrator for clarification.

The Designers Risk Assessment (Appendix A) is a summary of the residual risks and possible control measures that have been identified. This refers to significant construction and future operational hazards and risks. The Principal Designer will control this register, but it remains the duty of the designers to identify issues for inclusion.

Where the construction contract includes design elements, the contractor shall undertake his duties as designer under the CDM Regulations.

2. PROJECT DESCRIPTION AND PROGRAMME DETAILS:

2.1 Description:

The project involves the installation of a new modular public WC facility at Longforth Road to replace the accident-damaged building demolished in 2024.

The successful contractor will:

- Undertake the role of Principal Contractor under the CDM Regulations 2015.
- Establish, manage, and maintain safe site operations.
- Deliver the substructure works, including foundations, drainage, incoming services, and associated external works, in accordance with the design provided.
- Coordinate with the modular unit supplier (Danfo) for delivery, siting, and installation.
- Manage subcontractors and programme sequencing to ensure safe and efficient completion.
- Oversee commissioning and final handover of the facility for public use.

2.2 Key Dates:

Proposed Project Duration:- TBC
Planned Start:- TBC
Planned Completion:- TBC

2.3 Mobilisation Time:

The minimum period between appointment of PC & commencing on site TBC.

2.4 Duty Holders:

Client:-

Wellington Town Council
28 Fore Street
Wellington, TA21 8AQ

info@wellingtontowncouncil.co.uk
t: 01271 335795

Principal Designer:-

Ravenslade Ltd
Endeavour House
Pynes Hill, Rydon Lane
Exeter, EX2 5WH

nstone@ravenslade.co.uk
m: 07802 415411

Contract Administrator:-

Ravenslade Ltd
Endeavour House
Pynes Hill, Rydon Lane
Exeter, EX2 5WH

nstone@ravenslade.co.uk
m: 07802 415411

Structural Engineer:-

Sweet Structures
6 Knowle Mews
Dalditch Lane
Budleigh Salterton
EX9 7AH

adam@sweetstructuresltd.co.uk
t: 07784481511

Civil Engineer:-

Horizon Consulting Engineers
Tresco Gouse
Westpoint Court
Clyst St Mary
Exeter
EX5 1DJ

jt@horizon-ce.co.uk
t: 01392 363364

Modular Unit Supplier:-

Danfo (UK) Ltd
Unit 5F
Moorfields
Blackpool, FY2 0JY

malholt@danfo.co.uk
t: 07568 108493

2.5 Emergency Services

Police:-

Avon and Somerset Police
(Non-Emergency)

t: 111

Fire:-

Devon & Somerset Fire & Rescue Service
(General Enquiries)

t: 01392 872200

Ambulance:-

South West Ambulance Service
(Non-Emergency)

t: 111

2.6 Use as a Workplace:

The completed works will not be immediately used as a workplace and this element of the works do not need to comply with the Workplace (Health, Safety and Welfare) Regulations 1992.

2.7 Existing Records:

As included in the appendices (Appendix E):

- Benchmark Topographical and Utilities Survey ref: BS3925/09.2023/01/MK,
- National Grid Asset Plans ref: 31823420_NGED - South West,
- Red Rock Geo Ground Investigation Report
- Wessex Water Map
- Wales and West Asset Plan

The contractor is to note that access was previously restricted during the buried services survey due to the condition of the existing structure. The contractor shall undertake their own verification and supplementary investigations, including a further survey of areas within the footprint of the former cubicles and beneath the existing canopy, prior to any ground-work or foundation installation.

The PC should verify the accuracy of the drawings in consultation with the Client prior to commencing work.

3. CLIENT'S COMMUNICATION AND MANAGEMENT REQUIREMENTS.

3.1 Competence:

The PC should be fully conversant with the requirements of the Construction (Design and Management) Regulations 2015, the guidance book, "Managing Health and Safety in Construction" (L153), and the publication "A Guide to Managing Health and Safety in Construction", published by HSE Books.

The Pre-Construction Information document has been written in the knowledge that the PC will have been judged competent by the Client to undertake this contract.

3.2 The Construction Phase Plan

The PC shall develop a CONSTRUCTION PHASE PLAN (formerly the Construction Phase Health and Safety Plan) from the details included within this Pre-Construction Information summary and any subsequent issues and risks identified by the PC.

a) Purpose:

The Construction Phase Plan will only be deemed sufficiently developed if it contains the required information as detailed in Appendix 3 of the Construction (Design and Management) Regulations 2015, together with detailed proposals how residual hazards and risks, including those listed in Appendix A of this document, as well as other hazards identified by the PC are to be dealt with. The information should be proportionate to the size and complexity of the project but must also include site specific method statements for all relevant activities.

b) Content:

The Construction Phase Plan shall include details of how the PC will coordinate and manage each of the sub-contractors employed by them under the contract to ensure safe working practices are followed and arrangements for issuing health and safety directions, emergency procedures, welfare facilities, training and monitoring. The document shall also cover the PC's proposals for mobilisation, ordering of materials and plant, the site construction programme and commissioning.

c) Timing:

The Construction Phase Plan developed from the Pre-Construction Information must be submitted to the Client, Contract Administrator and incoming Principal Designer not less than two weeks before the proposed start date for construction work.

NO CONSTRUCTION WORK IS TO COMMENCE UNTIL CONFIRMATION HAS BEEN RECEIVED IN WRITING FROM THE CLIENT THAT THE CONSTRUCTION PHASE PLAN IS SUFFICIENTLY DEVELOPED IN COMPLIANCE WITH REGULATIONS 12(1), 12(2) AND 13 (4)(c).

d) **Suitability of Construction Phase Plan**

The sufficiency of the Construction Phase Plan in respect of the above is dependent on the inclusion of suitable method statements in respect of:-

- Site security.
- Delivery of materials to, and removal of waste from, a constrained residential site.
- Welfare arrangements.
- Excavations and substructure works (foundations, drainage).
- Use of heavy plant and lifting equipment, including crane operations for the modular unit installation.
- Traffic management and coordination of deliveries, including any road closures.
- Crane delivery, lifting operations, and exclusion zones for modular installation.
- Fire action and emergency plan.
- Control of noise, dust, and vibration.
- Electrical works and service connections.
- Use of access equipment including towers, podiums, and stepladders.
- Public safety and pedestrian segregation (site adjacent to public areas) during deliveries and lifting operations.
- Use of transportation aids and lifting equipment to avoid manual handling.
- COSHH (for materials such as adhesives, sealants, and cleaning products).
- Transmission of Covid-19 and site hygiene controls.
- Road closure plan / traffic management order.
- Lifting plan (crane) for modular prefabricated building.
- Temporary and permanent service diversions to facilitate the works.

3.3 **Planning and Managing Construction Work, including any Health and Safety Goals for the Project:-**

- The PC must establish a benchmark standard for the monitoring of health and safety management of this project e.g.
 - ALL INCIDENT FREQUENCY RATE OF 5.0/100,000 man hours
 - REPORTABLE ACCIDENT FREQUENCY RATE OF NIL
- All contractors on site will be expected to achieve a similar minimum standard. Site audits and inspections are to feed into progress meeting reports.

3.4 **Notification to HSE**

The expected duration and scale of the project are anticipated to exceed the CDM 2015 notification thresholds of:

- a) 30 working days with more than 20 persons on site simultaneously, or
- b) 500 person days in total.

Accordingly, the project is **notifiable** to the HSE under Regulation 6.

The Principal Designer will submit **Form F10** to the HSE prior to works commencing and will provide a copy to the Principal Contractor, who must ensure it is displayed in a prominent position on site.

3.5 Communication and Liaison between Client and Others:-

The Client's representative is:-

Nathan Stone
Ravenslade Ltd
Endeavour House
Pynes Hill, Rydon Lane
Exeter, EX2 5WH

nstone@ravenslade.co.uk
m: 07802 415411

3.6 Security of the Site:

- The Principal Contractor (PC) is to co-ordinate and manage site security for the duration of the contract, covering enabling works, delivery, craning, installation of the modular unit, and final fit-out/commissioning works on site. The PC is to safeguard the site, the works, products, materials, and any existing buildings affected by the works from damage and theft.
- The PC is to safeguard the site, works, products, materials, and any existing buildings affected by the works from damage and theft.
- The PC is to take all reasonable precautions to prevent unauthorised access to the site and adjoining properties.
- The contractor is to erect suitable hoarding/fencing with lockable access gates to the perimeter of the site at a suitable distance to protect the public and site personnel from hazards associated with excavation, lifting operations, and construction activities.
- The contractor is to secure the side gate to the adjacent property using their own padlock to prevent unauthorised access from the yard to the shared drive.
- All site access points are to remain closed and locked outside of working hours.
- The Client will provide prior communication advising owners/occupiers of adjacent buildings of the impending construction activities.
- The PC is to provide Suitable lighting, barriers, and Chapter 8 signage are to be provided to forewarn the public of site activities, with clearly identified diversions to maintain exclusion zones.
- All plant is to be secured within the Contractor's internal compound by suitable fencing/hoarding and disabled when not in use with the keys removed from site.
- All scaffolds/access towers to be secured by suitable ranch boarding/fencing/hoarding with ladders to base lift removed outside of use/work hours.
- The PC is to maintain a site register and at any point be able to verify and account for personnel and visitors on site.

3.7 Welfare Provision:

- Existing water and electricity supplies were capped off during demolition. The PC is to make their own arrangements for electricity water supplies during the site phase.
- The PC is to make provision for welfare facilities in a self-contained site compound. The compound shall be fully enclosed in Heras fencing providing protection against unauthorised access by third parties. All fencing to be double clipped, secured in block feet with contrasting nosing and where practicable (without causing damage), secured against existing structures. The PC shall provide temporary services and the removal and reinstatement of the area on completion of the works.

3.8 Site Hoarding Requirements

- See 3.6 above.
- Signage for the site and the entrance to it is to be clear and unambiguous.
- Safe access to the neighbouring car parks, access roads, foot paths and buildings is to be maintained at all times.

3.9 Site Transport Arrangements or Vehicle Movement Restrictions

Take note of following when planning deliveries:

- The demolition site is located in a busy town centre residential site.
- Vehicular and pedestrian movement throughout the site is constant.
- The area is used by members of the public who may not be familiar with the risks associated with construction activities and crane/plant operations.
- The PC is to plan vehicle movements to maintain pedestrian and vehicular access.
- The PC is to ensure contractors vehicles and deliveries do not block/impece access to the neighbouring buildings.
- The PC is to agree suitable times for deliveries and removal of waste with the Client during the Pre-Commencement meeting.
- A Traffic Management / Road Closure plan should be implemented where required for delivery of the modular unit and crane operations.
- A detailed lifting plan must be prepared by the Principal Contractor prior to delivery and installation of the modular unit. The plan should include crane type and capacity, positioning, exclusion zones, lifting procedures, and appointed personnel (Slinger/Signaller/Crane Operator). Pedestrian and public safety must be maintained at all times.

3.10 Fire Precautions

- An integrated Fire Action Plan for the construction site(s), the compound, and the transit routes between must be incorporated into the Construction Phase Plan.
- Duty: Prevent personal injury or death, and damage to the Works or other property from fire.
- Standard: Comply with Joint Code of Practice 'Fire Prevention on Construction Sites', published by the Construction Confederation and The Fire Protection Association (The 'Joint Fire Code'). Do not store combustible materials adjacent to any buildings.

3.11 Emergency Procedures and Means of Escape

- Refer to Item 3.10 above.
- An Emergency Action Plan is to be incorporated into the Construction Phase Plan. The PC shall include details of his accident and emergency procedures including their Rescue from Height Plan and Site Fire Safety Plan which will describe designated escape routes and muster points to deal with fire and personal injury. During the works the Clients Fire Plan may need to be amended to take account of any temporary arrangements agreed with the PC.
- The nearest A & E Hospital is located 6 miles away:

Musgrove Park Hospital
Parkfield Drive
Taunton TA1 5DA

- A route map from the construction site to the A & E Hospital is to be included within the Construction Phase Plan.

3.12 'No Go' Areas or other Authorisation Requirements for Those Involved with the Project

- Refer to item (3.14) below.
- Unless adapting fences or securing gates, readily accessible areas of adjacent properties are 'no go' areas.

3.13 Areas Designated by the Client as Confined Spaces

- None identified.

3.14 Client Permit to Work Systems

- An "authorisation to work" permit for hot working is required.
- An "authorisation to work" is required prior to disconnecting or working on any electrical circuits.
- An "authorisation to work" for any interruption of services to the neighbouring buildings is required.
- An "authorisation to work" is required for excavation works associated with sub-structure and drainage installation.

3.15 Induction:

- The PC shall ensure all employees and contractors working on the project are competent and suitably skilled in their respective discipline and have undertaken the appropriate level of health & safety training.
- The PC must ensure workers are regularly consulted, engaged and involved in matters which affect their health, safety and welfare.
- The PC must make arrangements for briefing workers on an ongoing basis, e.g. toolbox talks.

3.16 Noise Control:

- The PC is to comply generally with the recommendations of BS 5228-1, clause 9.3 to minimize noise levels during the execution of the works.
- The PC is to exercise their duty under The Control of Noise at Work Regulations 2005 to reduce the risk of hearing damage to workers by controlling exposure to noise.
- The PC must take action as necessary should workers be exposed to noise at or above the lower and upper exposure action values of 80 dB(A) and 85 dB (A) respectively.
- The PC must ensure that workers are not exposed to noise at or above the exposure limit value of 87 dB(A).
- Noise levels from the Works are not to exceed [80] dB(A) when measured from the site boundary.

3.17 Pollution:

- The PC is to protect the site, the Works and the general environment including streams and waterways against pollution.
- If pollution occurs, the PC is to inform the Client and appropriate authorities immediately and provide relevant information.

3.18 Nuisance:

- The PC is to prevent nuisance from smoke, dust, rubbish, vermin, and other causes.
- The PC is to prevent hazardous build-up of surface water: on site, in excavations and to surrounding areas and roads.

3.19 Burning:

- Burning is not permitted onsite.

3.20 Smoking:

- The whole of the construction site is to be a non-smoking area.

3.21 Parking:

- Parking to be confined within the site footprint only, or off-site in designated public parking areas.

4. ENVIRONMENTAL RESTRICTIONS AND EXISTING ON-SITE RISKS:

4.1 The PC is to take account of Safety hazards including:

a) Boundaries and Access:

- See 3.8, 3.9, 3.20 and 3.21 above.

b) Restrictions on Deliveries or Waste Collection or Storage:

- See 3.9 above.
- Deliveries and collections times are to be agreed with the client during the Pre-Contract meeting.
- The PC is to ensure all materials are stored in agreed designated areas and that stored materials are well maintained.
- Materials should not be stored on any areas accessed by the public and materials stored shall be kept to the minimum commensurate with the construction activities under way at that time, or in the immediate future.
- The PC is to remove waste materials from site as soon as is reasonably practicable to minimise the loss of usable site space.
- The PC is to ensure that covered, lockable skips are located in agreed designated compounds and that skips are promptly removed when full. The compound shall be fully enclosed in Heras fencing providing protection against unauthorised access by third parties. All fencing to be double clipped, secured in block feet with contrasting nosing and where practicable (without causing damage), secured against existing structures. The PC is to damp down, and cover skips as necessary to prevent excessive dust and debris contaminating the area.

c) Adjacent Land Uses:

- Residential
- Commercial

The PC shall not cause inconvenience to their continued enjoyment.

d) Existing Storage of Hazardous Materials:

- None identified in vicinity of construction site.

e) Location of Existing Services:

As included in the appendices (Appendix E):

- Benchmark Topographical and Utilities Survey ref: BS3925/09.2023/01/MK
- National Grid Asset Plans ref: 31823420_NGED - South West
- Red Rock Geo Ground Investigation Report
- Wessex Water Map
- Wales and West Asset Plan

See 2.7 above, Prior to commencement of excavation or substructure works, the Principal Contractor is to undertake their own investigations to verify the accuracy of existing utility records. This includes tracing and confirming the location of all buried services within the footprint of the new modular unit and associated substructure works. An updated buried services survey should be procured where necessary.

- f) **Ground Conditions:**
- None identified.
 - The contractor is to undertake their own ground investigations prior to any excavation associated with the demolition works.
- g) **Information about Existing Structures:**
- The previous single-storey public WC building has been demolished.
 - Existing site conditions comprise concrete hard standing, remnants of the former building floor (which may include uneven or partially removed surfacing), capped services, and cleared footprint for the modular unit.
 - Existing site boundaries, including fences, nearby buildings, lamp posts, and overhead services (such as BT cables) should be identified, noted, and protected during substructure works and modular unit installation.
- h) **Previous Structural Modifications:**
- None relevant to the current modular installation
- i) **Fire Damage etc:**
- Any structural damage relates to the previous building, which has been removed. No fire or accident-damaged structures remain on site.
- j) **Difficulties in Relation to Existing Plant and Equipment:**
- None identified. Existing capped services (electricity, water, drainage) are in place; contractor to verify locations prior to excavation.
- k) **Health and Safety Information Contained in Earlier Design, Construction or As-Built Drawings:**
- No known hazards remain. Contractors should verify existing records and conduct surveys as required.
- l) **Access to the Site:**
- The site is accessed from Longforth Road leading from B3187 High Street. Access for delivery vehicles and crane operations must be planned and coordinated by the PC.
- m) **Roads and Footpaths:**
- The PC is to:
- Maintain the cleanliness of the existing roadways and paths by keeping clear of any mud and debris from the site.
 - Maintain safe access for vehicles and pedestrians during the works.
 - Not to obstruct roads or footpaths with vehicles plant, scaffolds, or towers.
 - Make good to the satisfaction of the Client any damage caused by site traffic or otherwise consequent upon the Works.

4.2 Health hazards

a) **General:**

The nature and condition of the existing sites cannot be fully and certainly ascertained before works commence. However, the following hazards are or may be present:-

- Buried services (electrical, gas, telecoms, water, drainage);
- Dust and respiratory hazards from excavation works;
- Noise and vibration from plant and equipment;
- Manual handling risks from drainage runs, foundations, and modular unit installation.
- COSHH risks associated with fuels, concrete, sealants, and other construction materials.
- Other hazards not identified above may also be present.

b) **Information:**

The accuracy and sufficiency of this information is not guaranteed by the Client or the Clients representatives. The PC is to ascertain if any additional information is required to ensure the safety of all persons and the Works.

c) **Site staff:**

The PC is to brief all site staff, subcontractors, and visiting agencies on the nature of possible hazards and the need to adopt precautionary measures, including PPE, COSHH controls, and safe excavation practices.

d) The PC is to take account of health hazards including:

(i) **Asbestos:**

- Demolition of the previous WC block has already been completed, with asbestos removal works undertaken beforehand.
- No asbestos-containing materials are expected within the scope of the new works.
- The Red Rock Geo Ground Investigation Report (Appendix X) confirmed no evidence of asbestos in soils.
- While unlikely, the PC is to remain vigilant during excavations; any suspect materials encountered are to be treated as potential ACMs until proven otherwise and reported immediately.
- The PC must not disturb any suspect materials until tested and appropriate methods for safe removal or encapsulation are agreed.
- If any licensed/notifiable asbestos-containing materials are confirmed, these shall only be removed by a licensed contractor employed by the PC.

(ii) **Existing Storage of Hazardous Materials:**

- None identified.

(iii) **Contaminated Land, including Results of Surveys:**

- The Client has provided a Ground Investigation Report by Red Rock Geo (Appendix J).
- The report confirmed no evidence of asbestos or contamination in soils.
- Made Ground was encountered in all window sample holes, but no visual or olfactory evidence of contamination was noted.
- The PC must remain vigilant during all excavation works. Any unexpected ground conditions or suspect materials (e.g. asbestos-containing materials, contaminated soils, or buried obstructions) are to be treated as potentially hazardous until proven otherwise.
- The PC is to stop works immediately if such materials are encountered, notify the Client, and implement safe systems of work until further investigation and appropriate action is undertaken.

(iv) **Existing Structures Containing Hazardous Materials:**

- None relevant to the current works.
- Existing boundaries (fences), lamp posts, overhead BT cables, and nearby buildings are to be protected during construction.

(v) **Health Risks Arising from Client's Activities:**

- None identified in construction site or immediate areas.

5. SIGNIFICANT DESIGN AND CONSTRUCTION HAZARDS.

a) Principles of Structural Design

It is the Principal Contractor's (PC) responsibility to ensure that any installations, including substructure, drainage, and modular units, do not adversely affect existing structures, fences, lamp posts, BT cables, or nearby utilities.

b) Significant Design Assumptions and Suggested Work Methods, Sequences or Other Control Measures:

- Works are to be completed while adjacent properties remain occupied..
- The PC is to safeguard the health and safety of all occupiers, visitors and members of the public at all times.
- Hoardings, barriers, and/or high-level protection must be provided where required to ensure public protection.
- Notwithstanding pre-existing arrangements with owners/occupiers of adjacent properties and Somerset County Council Highways Department, under no circumstances is the PC to block/impede access to car parks, roadways, footpaths or building entrances/exits.
- The PC is not to disrupt service connections serving adjacent properties.
- Steps must be taken to protect adjacent buildings and repair any damage caused by the works or by negligence.
- Excavation and substructure works are to be sequenced safely to prevent collapse or accidental damage.
- Safe systems of work are to be developed to prevent injury from excavation, falling objects, or moving plant.
- Suitable access equipment, including fall arrest/restraint systems where applicable, must be provided.
- Traffic management plans must be implemented to manage deliveries and plant movements.
- The PC is to verify existing services, including electricity, water, and drainage, prior to connection of the modular unit.
- Fire risk must be managed throughout all construction activities.
- Any known asbestos-containing materials remaining on site are to be identified, and safe handling procedures implemented if encountered during excavations.
- COSHH assessments and control measures must be incorporated.
- Dust, noise, and vibration are to be controlled to protect workers and nearby properties.

c) Arrangements for Co-Ordination of Ongoing Design Work and Handling Design Changes:

- All Contract Instructions and Variation Orders having a design implication must be forwarded to the Principal Designer to assess the impact on the development of the Construction Phase Plan.
- Co-operation/co-ordination must be established between permanent and temporary design processes.

d) **Significant and Principal Risks Identified During Design to Be Controlled by the PC (Refer also to Appendix A):**

- **Traffic management for deliveries and waste removal** – ensuring safe access and segregation of vehicles and pedestrians.
- **Safety of members of the public surrounding the site** – particularly in a residential/town centre environment.
- **Site security and perimeter protection** – including hoardings, lockable gates, and exclusion zones.
- **Welfare arrangements** – adequate facilities for all site personnel.
- **Isolation, verification, and connection to electrical, water, and drainage services** – including verification of existing services and safe connection of the modular unit.
- **Risk from unknown or buried services** – ensuring surveys are accurate and safe working procedures followed.
- **Working near fences, lamp posts, and overhead cables** – avoiding damage and contact with live services.
- **Biological risks** – from soil, drainage, or residual sanitary materials during excavation or substructure works.
- **Dust, noise, and vibration** – arising from excavation, substructure works, and modular installation.
- **Use of heavy plant for excavation, lifting, and installation** – includes crane operations, risk of dropped loads, striking, and site plant hazards.
- **Working at height** – applies only to personnel exposed to potential falls, e.g., installing modules on raised platforms, climbing on modules, or accessing elevated areas. Appropriate fall prevention and arrest systems must be used.
- **Manual handling and musculoskeletal risks** – for lifting, carrying, or manoeuvring materials or modular elements.
- **Fire risks** – associated with hot works, plant, or other construction activities.
- **COSHH-related risks** – from construction materials, lubricants, cleaning agents, or other chemicals on site.

e) **Materials Requiring Particular Precautions:**

- The PC's attention is drawn to the risks from materials specified within this project as detailed in the Designers Risk Assessment.
- The PC shall consider and take appropriate precautions as set out in the relevant COSHH assessments for each material. These shall form part of the PC's Construction Phase Plan.

f) **Product Hazards:**

- **Hazardous substances:** Site personnel levels must not exceed occupational exposure standards and maximum exposure limits stated in the current version of HSE document EH40: Occupational Exposure Limits.
- **Common hazards not listed:** Control by good management and site practice.
- **Significant hazards:** Significant hazards: specified materials for modular installation and substructure works must be handled in accordance with the Designer's Risk Assessment.

g) **Execution Hazards:**

- Common hazards not listed: Control by good management and site practice.
- Significant hazards: Designer risk assessments have identified hazards specific to this project - refer to Appendix A.

6. THE HEALTH AND SAFETY FILE.

It is a requirement of the Regulations that the PC in discussions with the Lead Designer identifies the input required of contractors for inclusion in the Health and Safety File and implements an effective management system by which such information is promptly provided to the Lead Designer².

Purpose:

To provide information about the structure or materials used, which might affect the health or safety of anyone if construction works, (including cleaning, maintenance, alterations, refurbishment, and demolition) are carried out. The PC is to provide all information including mechanical and electrical Operating & Maintenance Manuals in electronic format to the client.

Format and content³:-

The content and format of the Health and Safety File are to be in accordance with the requirements of the guidance book for the Construction (Design and Management) Regulations 2015, L153.

When nearing completion, the PC is to assist the Principal Designer with the preparation of the Health and Safety File. The Principal Designer is therefore to be informed of, or be provided with, as appropriate, the following information in duplicate by the PC:

- a) A brief description of the work carried out;
- b) Residual hazards/deleterious materials and how they have been dealt with (for example surveys or other information concerning asbestos, contaminated land, water bearing strata, buried services etc);
- c) Key structural principle identified during the works (e.g., bracing, sources of substantial stored energy – including pre - or post - tensioned members) and safe working loads for floors and roofs, particularly where these may preclude placing scaffolding or heavy machinery there;
- d) Schedule of hazardous materials used (for example lead paint; pesticides; special coatings which should not be burned off etc);
- e) Information regarding the removal or dismantling of installed plant and equipment identified during the works (for example any special arrangements for lifting, order, or other special instructions for dismantling etc);
- f) Health and safety information about equipment provided for cleaning or maintaining the structure;

² Refer principal contractor duty to regulation 13 (3)(b) & (4)(b)

³ Refer cl.263 of the ACoP (L144)

- g) The nature, location, and markings of significant services, including underground cables; gas supply equipment; firefighting services etc. identified during the works;
- h) Information and as-built drawings of the structure, its plant and equipment identified during the works (e.g., the means of safe access to and from service voids, fire doors and compartmentation etc);
- i) For Contractor designed and performance specified work: Obtain or prepare details of construction methods and materials, general maintenance instructions and as-built drawings.
- j) A schedule of principal sub-contractors including contact names and telephone numbers.
- k) A schedule of principal material suppliers including contact telephone numbers and contact names.
- l) COSHH statements for all pertinent materials installed throughout the Works.
- m) Guarantees for installed products.
- n) Test and Completion Certificates: - NICEIC, Gas Safe Certification etc.
- o) Instruction manuals for all fitted items.
- p) Operating and Maintenance Manual for newly installed heating, plumbing and electrical systems, to include as-installed mechanical and electrical layouts and accompanying guarantees.