

WRINGTON All Saints Tower Vestry

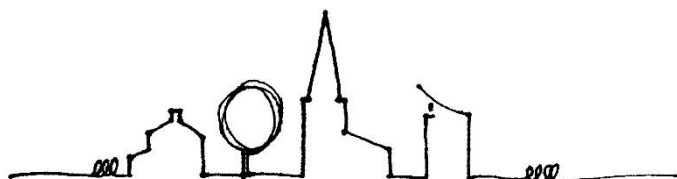
Works to provide an accessible WC

THE CONSTRUCTION (DESIGN AND MANAGEMENT)
REGULATIONS 2015

PRE-CONSTRUCTION HEALTH & SAFETY INFORMATION

Project No 0104

April 2025



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INTRODUCTION

General

This Pre-Construction Health and Safety information has been prepared by the Principal Designer to comply with Regulation 11 of the Construction (Design and Management) Regulations 2015, commonly referred to as the CDM Regulations. Nothing in this document, or omitted from it shall be considered as grounds for additional reimbursement or extension of time.

The main purpose of this document is to identify the Health and Safety issues specific to the project. This is to enable contractors to take account of these issues when preparing their tender. The document does not set out to identify commonplace hazards and risks, as these will be controlled by good site practices and good health and safety management.

The Principal Contractor shall develop this document into the Construction Phase Health and Safety plan so that it complies with Regulations 12 of the CDM Regulations. The Construction Phase Health and Safety plan must be submitted to the Principal Designer at least 10 working days before the proposed start date.

The Construction Phase Health and Safety plan is to include the following from the start of the construction phase:

- 1 Description of project
- 2 Management of the work
- 3 Arrangements for controlling significant site risks
- 4 The Health and Safety file

All as further amplified by Appendix 3 of the Regulations.

If after the construction phase commences, the design changes, unforeseeable circumstances arise or the Principal Contractor wishes to change the principles on which the Health and Safety Plan was prepared, then the principal contractor shall liaise and agree any necessary variations with the Principal Designer.

Other Documentation

This Pre-construction information must be read in conjunction with all drawings, documents, specifications, schedules of work, etc. that constitute the tender documents.

1. Project Description

(a) Location of site: Wroughton, All Saints Church

Nature of construction work to be carried out: Alteration within the existing tower vestry to provide an accessible WC.

See tender documentation and drawings for detailed description, full extent of the work and programming details.

(i) Key dates for construction work phase

Anticipated Start	TBC
Anticipated Weeks	TBC
Anticipated Completion	TBC
Rectification Period	12 months
The minimum time to be allowed between Appointment of the principal contractor and Instruction to commence work on site	2 weeks

(b) Details of clients, designers CDM co-ordinators and other consultants

Client: PCC of All Saints c/o Andrew Whiting & Gabrielle Wilson
The Church Office
Reading Road
The Triangle
Wroughton
BS40 5LB

Principal Designer: benjamin+beauchamp architects ltd
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Extent and Location of Existing Records and Plans

Any existing plans, drawings and information held by the Client is included in the tender documentation.

There is not an existing Health and Safety file relevant to this work.

2. Planning & Management of the project

Key Issues

- Pedestrian and congregation safety
- Protection of existing elements to be retained
- Respect adjacent churchyard

(a) arrangements for:

- (i) **planning and managing the construction work:** shall be in accordance with the Approved Code of Practice.

the health and safety goals for the project are to complete the project without injury to staff, visitors, workforce and general public.

the Architect will be monitoring the work and health and safety will be reviewed at regular meetings.

- (ii) **communication and liaison between client and others:** will be through the Architect.

- (iii) **security of the site:** access is freely available via the churchyard, north door.

Any potentially dangerous item of plant, materials or other hazardous items are to be kept in locked and secure stores and signs erected warning of the dangers of entering.

- (iv) **welfare provision:** will be the responsibility of the principal contractor to provide all facilities required to comply with current legislation. These facilities must be provided as part of the initial site set up unless access to church facilities can be agreed.

(b) requirements relating to the health and safety of the client's employees or customers or those involved in the project:

- (i) **site hoarding requirements:** Site hoardings and protection will not be required.

- (ii) **site transport arrangement or vehicle movement restrictions:** There must not be any conflict between pedestrians, contractor's lorries and other vehicles.

Limited parking is available within The Triangle a short distance from the location of the works.

Access arrangements for fire appliances and other emergency vehicles shall be maintained and these arrangements are to be established with the relevant services prior to commencement of the works.

The paths and routes in the vicinity of the site must be kept clean and free from any obstructions at all times.

(iii) clients permits to work systems:

Hot works permit system must be operated for hot works.

Construction work on site must not start until the Client is satisfied that the Principal Contractor has an adequate construction phase health and safety plan in place and until adequate welfare facilities are provided.

(iv) fire precautions: the principal contractor shall ensure that all risks are identified and suitable precautions put in place.

All contractors must observe and at no time obstruct the fire precautions, security and evacuation procedures in force.

(v) emergency procedures and means of escape: in the event of an emergency, the Principal Contractor must alert the occupants and emergency services.

The Principal Contractor shall ensure that site emergency procedures are displayed on site and that the workforce comply with the procedures. A written daily record must be kept of those present on site. In an evacuation the foreman or other person in charge shall account for his workforce and report to the person in charge of the evacuation.

All existing fire exits and emergency routes shall be protected, maintained and kept free from obstruction.

The Principal Contractor is to liaise with the client on all matters contained in the Health and Safety Policy including fire and emergency procedures, agree any amendments that are necessary and ensure that procedures are strictly complied with.

(vi) 'no-go' areas or other authorisation requirements for those involved in the project:

- Contractor's site operatives and staff must contain themselves within the area of the works.

(vii) any areas the client has designated as confined spaces: none

- Does not apply.

(viii) smoking and parking restrictions:

- The site is designed a no smoking area.

(ix) other site rules and restrictions on contractors, suppliers and others:

- Working hours to be Monday to Friday 7.00am – 6.00pm.
- No Sunday working allowed, except by prior arrangement.
- All contractors must observe and at no time obstruct the fire precaution, security and evacuation procedures in force. Observe Fire Alarm Procedure and Health and Safety Policy.
- The contractor shall ensure that access for emergency vehicles is at no time obstructed by traffic, plant, materials or any other items associated with the works.
- No alcohol or drugs shall be brought onto the site.
- Radios and sound systems must not be used.
- Ensure that all persons on site are aware of agreed arrangements.
- All visitors to the site must first report to Site Office.
- All site personnel are to undertake a site safety induction course before commencing work on site.

3. Environmental restrictions and existing on site risks

(a) Safety hazards

(i) boundaries and access including temporary access

- Access will be from the churchyard north entrance. Unloading/loading may occur in this area.

(ii) restrictions on deliveries or waste collection or storage:

- Works restricted to Monday to Friday 8.00am – 6.00pm.

(iii) adjacent land uses: are

- Churchyard (with graves) – respect required

(iv) existing storage of hazardous materials:

- Not applicable.

(v) location of existing services

- Water and power are available.
- The church is open for regular services, but is closed at all other times.

(vi) ground conditions, underground structures or water courses:

- Unknown

(vii) information about existing structures:

- See benjamin+beauchamp Architects specification and drawings.

(viii) Previous structural modifications

- None that have been recorded.

(ix) fire damage, ground shrinkage, movement or poor maintenance:

- Not applicable.

(x) any difficulties relating to plant and equipment in the premises:

- Lack of space for plant & materials adjacent to the works.

(xi) health and safety information contained in earlier design, construction or 'as built' drawings

- Not applicable

(b) Health hazards

(i) asbestos:

- There is an asbestos survey available for this project.
- Should any hidden or unidentified asbestos be found or suggested then works should immediately cease. The Architect must be informed and the works sealed and no entry signs posted.

(ii) existing storage of hazardous materials:

- Not applicable

(iii) contaminated land:

- Not applicable
- Risk of adjacent human remains/ archaeology

(iv) existing structures containing hazardous material:

- None anticipated.

(v) health risks arising from clients activities:

- Not applicable.

4. Significant design and construction risks and issues

(a) significant design assumptions and suggested methods of work:-

Designers risk assessments are included in Appendix A to this document.

Where works or part of the works are contractors design, then risk assessments must be prepared by the designer of the particular element.

Risk assessments and method statements are to be prepared by the Principal Contractor for risks included on designers risk assessment and the following items:

- Traffic Management
- Pedestrian Safety
- Retaining elements to existing construction
- Handling of large format items.
- Site storage & transport of materials
- Dust, noise, vibration, vapours.

the Principal Contractor shall obtain risk assessments and method statements from the sub-contractors carrying out the mechanical and electrical installation.

(b) arrangements for co-ordination of ongoing design work and handling design changes:

The Principle Designer, Principal Contractor and designers will be required to liaise closely to ensure that any design changes during the construction phase meet the requirements of the Regulations. Any implications for the construction phase plan will be identified and the construction phase plan amended accordingly.

(c) information on significant risks identified during design:

- see designer's risk assessments at rear of this document.

(d) materials requiring particular precautions:

Lime Based Products - Keep away from public, only use trained operatives. Follow current guidelines.

Also other common building materials are not without their own hazards (e.g. hot bitumen, lead, cement, treated timber, solvents, paints, etc) and the principal contractor must ensure that the manufacture's recommendations and the advice given in the COSHH sheets are followed.

5. The Health and Safety File

description of format and conditions relating to content: the Principal Contractor is to ensure that information is collected and assembled as work progresses. This is to include details of products used and any changes to the work shown on the drawings. Information required from sub-contractors should be collected before they finish their part of the work.

Appendix 4 of the Regulations gives guidance on the contents of the health and safety file. The Principal Designer will expect the Principal Contractor to provide information in accordance with this guidance. Designers may be expected to supply some of the required information.

APPENDIX A

Designers Risk Assessments

(benjamin+beauchamp Architects)

APPENDIX A – DESIGNER RISK ASSESSMENT

CONSTRUCTION RISKS						
ELEMENT	DETAILS OF CONSTRUCTION	HEALTH & SAFETY IMPLICATIONS	E	IR	ACTION TO BE TAKEN	RR
Demolitions	Discovery of asbestos	Obtain Asbestos report	LPW	2	Inspect asbestos report. Wear protective clothing and work in accordance with current guidelines	2
	Internal protections & high level access	Falling from height, unsafe methodology	LPWID	3	Method statements	1
Services	Electrical services	Live services	LPW	3	Carry out desk top & site survey, divert/protect & make safe	2
	Existing heating pipes	Live services	LPW	3	Carry out desk top & site survey, divert/protect & make safe	1
Finishes	Lime based products	Injury to health	LPW	2	Keep away from public, only use trained operatives. Follow current guidelines	1

Risk assessment key

EFFECT (E): Loss of Life = L, Injury to Public = P, Injury to Workforce =W, Disruption to Infrastructure = I, Damage to Works = D.
INITIAL/RESIDUAL RISK (IR)/(RR): High = 5, Probable = 4, Occasional = 3, Improbable = 2, Remote = 1.