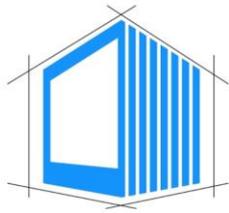


Pre-Construction Information for;
St Day Football Club



South West
Community Builds

Pre-Construction Information Pack;

Football Club Extension and Remodelling of Ground Floor

At

St Day Youth & Sports Association

For

St Day YASA

incorporating St Day AFC & St Day Cricket Club

Date; 5/7/19

Version; 1

Project start date; xx/xx/2020

Compiled by; P Bearham

Issued : 10/6/19



Pre-Construction Information for; St Day Football Club

Table of Contents

1) Introduction.....	3
2) Project Details.....	4
Location of Project.....	4
Project Description.....	4
Key (Health and Safety) Project Dates	4
Preparation Time	4
Details of Key Contacts	4
<i>Client</i>	4
<i>Principal Designer</i>	4
<i>Designers</i>	4
<i>Structural Engineer</i>	4
<i>Principal Contractor</i>	4
The need to take account of the Workplace (Health, Safety and Welfare) Regulations.....	4
Extent and Location of Existing Records and Plans.....	4
3) Client's Considerations and Management Requirements.....	5
Planning and Management of Construction Work	5
Communication and Liaison between Client and Others	5
Security of the Site.....	6
Welfare Arrangements.....	6
Site Hoarding, Compound, Signage	7
Traffic Management and Compound Location	7
Client's Rules, Permits and Authorisation Requirements.....	8
Fire Precautions and Emergency Procedures	8
Client's no-go Areas or Other Authorisation Requirements.....	9
4) Environmental Restrictions and Existing On-Site Risks	10
Boundaries and Adjacent Land Use(s)	10
Existing Services	10
Ground Conditions	10
Existing / Demolished Structures.....	11
Existing Traffic Systems.....	11
Access and Egress	11
Health Hazards Including Asbestos and Other Existing Materials	11
5) Significant Design and Construction Hazards	12
Significant Design Assumptions	12
Significant Risks Identified	12
Materials Requiring Particular Precautions	12

Pre-Construction Information for; St Day Football Club

1) Introduction

This Pre-Construction Information draws together the information obtained from the Client, and Principal Designer. It provides details on the significant site-specific issues that the Principal Contractor will have to manage during the construction phase.

This document should be read in conjunction with tender documentation, the drawings and other documents listed in section 2.5.

Pre-Construction Information for; St Day Football Club

2) Project Details

Location of Project

St Day Enterprise Centre, Vogue Park, Vogue Hill, St Day Cornwall TR16 5NQ

Project Description

Refurbishment of the changing rooms and extension to include new meeting rooms, toilets and machinery store.

Key (Health and Safety) Project Dates

(The Principal Contractor is required to provide a detailed health and safety key events programme relating to the works)

Preparation Time

[TBC]

Details of Key Contacts

Client

St Day Youth and Sports Association

Principal Designer

David Jose – Architectural Consults Ltd

Designers

David Jose – Architectural Consults Ltd

Concrete Frame - Cornish Concrete Products

Structural Engineer

Chris Massey

Principal Contractor

[TBC]

The need to take account of the Workplace (Health, Safety and Welfare) Regulations

The above regulations will need to be taken into account if the finished project will be used as a workplace.

Extent and Location of Existing Records and Plans

- | | |
|---|---|
|  Existing block plan |  Proposed elevations |
|  Existing elevations |  Proposed first floor |
|  Existing first floor |  Proposed ground floor |
|  Existing ground floor |  Proposed site plan |
|  Existing site plan |  Specification |
|  OS plan | |

Pre-Construction Information for; St Day Football Club

3) Client's Considerations and Management Requirements

Planning and Management of Construction Work

- a) The Client requires compliance with all of the duties listed in CDM 2015.
- b) All persons working on site must be competent to carry out the duties requested of them. Any person placed in charge of the site will be conversant with all of the Principal Contractor's duties under the CDM 2015 regulations. The HSE expect all site managers on CDM projects to have undergone the CITB 5-day Site Managers Safety Training Scheme (SMSTS) or equivalent to be able to demonstrate competence. The Principal Contractor must be satisfied that all sub-contractors are competent prior to offering appointments. Sub-contractors must undergo a form of health and safety competence assessment relevant to the duties they are asked to perform.
- c) Contractors will be required to confirm that health and safety standards on site will be controlled and that welfare facilities will be provided, in accordance with schedule 2 of the CDM 2015 regulations, prior to commencement on site.
- d) The following arrangements are required on this project:**
 - 1) No smoking is permitted within any building on the site at any time.
 - 2) No radios are permitted or any behaviour inappropriate to areas accessed by members of the public.
 - 3) Regular report on progress to be provided to client to include details of incidents and near misses
 - 4) A Principal Contractor continuous presence on site.
 - 5) No headphones to be used on site.
- e) The following health and safety goals are required on this project:
 - Monitoring of accidents and near misses with a goal of zero reportable accidents.
 - Minimise risk, disruption or inconvenience to the staff and public, who will require access during the works.

Communication and Liaison between Client and Others

- a) It should be ensured that the lines of communication are maintained to a high degree throughout the project. Any significant information produced or received should be circulated to the relevant persons.
- b) This Pre-Construction Information has been compiled as a result of meetings and information shared between the Client and Principal Designer.
- c) All design work carried out by the Principal Contractor or appointed contractors during the construction phase, including temporary works, must be notified to the Principal Designer.
- d) The Principal Contractor is required to liaise with the Principal Designer should any specific issues be raised that have not been discussed in this information.

Pre-Construction Information for; St Day Football Club

Security of the Site

- a) The Principal Contractor has a duty of care to trespassers and is therefore responsible for ensuring the security of the site at all times; the details in relation to maintaining security on site should be included in the plan.
- b) The following arrangements are required on this project;**
 - a. **The site is accessible from Vogue Terrace using the existing entrance / exit to the carpark. The work area can be accessed by vehicle along the front of the existing clubhouse.**
 - b. **Use of the skate park, community hall and clubhouse is to be maintained throughout the project. Short duration closures permitted under authorisation of the parish council.**
 - c. **Traffic movement outside the hoarding is only permissible under direction of a banksman.**
 - d. **Contractors are permitted to park in the existing car park but must allow space for people using the existing clubhouse.**
 - e. **No work to be carried out on match days, and site to be secured and all equipment removed from the car park.**

Welfare Arrangements

The Principal Contractor is responsible for providing and maintaining suitable welfare facilities for the duration of the works. These should include, but not limited to;

Toilets;

Toilets should be suitable and sufficient, ventilated, lit and kept in a clean and orderly condition. Washing facilities must be provided so that workers can use them immediately after using the toilet or urinal, even if they are provided elsewhere.

Washing facilities;

General washing facilities must be suitable and sufficient, kept clean and orderly and with basins or sinks large enough for people to wash their face, hands and forearms.

The facilities should include: clean hot and cold, or warm running water; soap or other suitable means of cleaning; towels or other suitable means of drying; and showers where the nature of work is particularly dirty or there is a need to decontaminate.

Drinking water

Drinking water must be provided or made available at readily accessible and suitable places. Cups are required unless the supply is in a jet from which people can drink easily.

Changing rooms and lockers

Changing rooms are needed where workers have to wear special clothing for the purposes of their work and cannot be expected to change elsewhere.

The rooms must be provided with seating, means of drying and keeping clothing and personal effects secure.

Pre-Construction Information for; St Day Football Club

Facilities for rest

Rest rooms or rest areas are required equipped with tables and seating (with backs) sufficient for the number of persons likely to use them at any one time.

There should be arrangements for preparing and eating meals, also for boiling water. In cold weather, heating should be provided.

Site Hoarding, Compound, Signage

- a) The Principal Contractor will be required to supply and maintain suitable hoarding/fencing and signage, details on how this will be achieved should be included on the site plan and any further information included in the plan.

- b) The following arrangements are required on this project;**
 - a. The site must be contained within suitable hoarding to prevent unauthorised access.**
 - b. Additional security required as seen fit to prevent skate park users entering the site.**
 - c. A section of the car park next to the existing exit may be used as an additional storage / parking area. Appropriate security to be provided.**
 - d. Provide clear signage to direct the public on match days, and those using the community hall / skate park.**

Traffic Management and Compound Location

- a) The Principal Contractor must produce a suitable traffic management plan which should include provision for any changes identified as works progress. The traffic management plan should include, but not restricted to, the following;
 - 1) Access routes and one-way systems – pedestrian and vehicular
 - 2) Delivery and working times
 - 3) Parking arrangements – contractors, visitors, public,
 - 4) Refuelling arrangements for site vehicles
 - 5) Delivery and/or collection of materials and waste
 - 6) Cleaning arrangements – wheels, roads, etc.

- b) The following arrangements are required on this project;**
 - a. All traffic management and the compound to be up set to allow for continued use of the community hall, skate park and clubhouse.**
 - b. Make use of existing entrance / exit to Vogue Terrace.**

Pre-Construction Information for; St Day Football Club

- c. **No deliveries or plant movement outside the compound after 3pm on school days due to increased skate park users.**
- d. **Use of the main car park is allowed at the discretion of the principal contractor.**
- e. **Vehicle access to the site compound is across the front of the clubhouse. Vehicle movement along this area must be kept to a minimum due to possible damage to the pitch.**
- f. **No on-site storage of fuel is permitted. Refuelling to be carried out in a designated hard-standing area with spill kits and extinguishers available. Plant drip-tray to be used as required.**
- g. **Vogue Terrace to be monitored, and sweeping carried out if necessary.**
- h. **No vehicles are permitted on the football pitch at any time.**

Client's Rules, Permits and Authorisation Requirements

- a) The Principal Contractor is to establish both common and specific site rules for this site, taking into account any specific rules notified by the Client. These will be communicated to the workforce through site induction training and reinforced by regular Toolbox Talks on relevant subjects.
- b) The Principal Contractor will also take into account which of the above rules will relate to any visitors to site and therefore provide a suitable site induction to all relevant visitors.
- c) A copy of the proposed site induction should be included in the plan, along with recording procedures used.
- d) **The following arrangements are required on this project;**
 - 1) **Permit to dig – carry out all necessary surveys and trial holes as required.**
 - 2) **Hot works permit**
 - 3) **No live electrical work permitted**
 - 4) **Work to drains and moving the existing oil tank to be carried out by competent contractors.**

Fire Precautions and Emergency Procedures

- a) The Principal Contractor is responsible for carrying out a fire assessment and developing an emergency plan to cover the whole project. This plan should allow for identified changes as works progress. The emergency plan should include, but not restricted to, the following;
 - 1) Means of warning
 - 2) Means of escape, including safe routes
 - 3) The provision and maintenance of fire fighting equipment
 - 4) Adequate first aiders and first aid kits
 - 5) Contact information for local services
 - 6) Procedures for reporting accidents and incidents

- b) **The following arrangements are required on this project;**

**Pre-Construction Information for;
St Day Football Club**

- a. **Access for emergency services to be maintained throughout the project.**

Client's no-go Areas or Other Authorisation Requirements

- a) The Principal Contractor will ensure that site staff will only access areas required for the works to be carried out. The boundaries and restrictions of the work area, which will be notified during site induction, will be included in the plan.
- b) **The following arrangements are required on this project;**
- 1) **Contractors are not permitted in the community centre.**
 - 2) **Contractors are not permitted on the football pitches.**
 - 3) **During the construction of the extension, contractors are not permitted in the existing clubhouse.**
 - 4) **During refurbishment of the existing clubhouse, contractors are not permitted in the extension.**
 - 5) **Contractors are not permitted in the skate park.**

Pre-Construction Information for; St Day Football Club

4) Environmental Restrictions and Existing On-Site Risks

Boundaries and Adjacent Land Use(s)

- The football club consists of a large site including car park, clubhouse, skate park and 2 football pitches.
- Adjacent land use consists of scrub-land, residential, agricultural and industrial.
- Vogue Terrace runs along the side of the site, and is the main access route.



Existing Services

- The principal contractor is required to carry out all necessary searches to identify the location of services on the site.

Ground Conditions

- The site is believed to have been part of the old brickworks, so should be treated as a brown-field site.
- The site is situated in a mining district, so all necessary investigations should be carried out to identify the location of mine shafts and adits in the area.

Pre-Construction Information for; St Day Football Club

Existing / Demolished Structures

- a) The existing clubhouse consists of a steel framework building with cladding.
- b) The principal contractor is to carry out all necessary investigations with assistance from a competent engineer to confirm the state and structure of the existing building.
- c) There are no demolished structures from recent times. However, there may have been structures on the land prior to it becoming the football club. The principal contractor is to carry out all necessary investigations and trial holes to confirm ground conditions.

Existing Traffic Systems

- a) There is a car park to the north of the site.
- b) Access is from Vogue Terrace.
- c) There are currently separate entrance and exit gateways. The principal contractor may change the use of these as required, but must provide clear signage.

Access and Egress

- a) Access is from Vogue Terrace.
- b) Existing access and traffic systems allow for large deliveries to pull off the highway to unload.
- c) There are currently separate entrance and exit gateways. The principal contractor may change the use of these as required, but must provide clear signage.

Health Hazards Including Asbestos and Other Existing Materials

- a) An asbestos survey will be carried out and any asbestos removed before starting work.
- b) The principal contractor is to take all necessary precautions to control health hazards from
 - a. Construction dust
 - b. Fumes
 - c. Noise
 - d. Vibration
 - e. Skin conditions / Dermatitis
 - f. Excessive exposure to sun / UV
 - g. Dehydration

**Pre-Construction Information for;
St Day Football Club**

5) Significant Design and Construction Hazards

Significant Design Assumptions

- a) No significant design assumptions have been made at this time.

Significant Risks Identified

- a) Previous ground use affecting stability and possible contamination.
- b) Other general construction hazards such as vehicles and plant, work at height and manual handling.

Materials Requiring Particular Precautions

- a) No materials requiring particular precautions have been identified at this time.