



**Section H Part 5  
PRE-CONSTRUCTION INFORMATION  
& CONTRACTOR'S QUESTIONNAIRE**

**PREPARED IN ACCORDANCE WITH  
CONSTRUCTION (DESIGN AND MANAGEMENT) REGULATIONS 2015**

**FOR**

**Bearfield Skatepark, Cowbridge.**

Place  
The Vale of Glamorgan Council  
September 2025

## **HEALTH AND SAFETY**

### ***Pre-construction information***

#### **Construction (Design and Management) Regulations 2015**

Prepared by:

The Vale of Glamorgan Council, Countryside & Environmental Projects

The contractor is informed that the pre-construction information has been prepared in compliance with the requirements of Appendix 2 of the Construction (Design and Management) Regulations 2015

Pre-construction information includes information in the client's possession, or which is reasonably obtainable, which is relevant to the work and is of an appropriate level of detail and proportionate to the risks involved.

This includes information about:

1. The project
1. Planning and Management of the project
2. Health and Safety Hazards, including design and construction hazards and how they will be addressed
3. Information in any Health and Safety file

It identifies the health and safety management issues within the contract that the client is aware of such that the designers and contractors can adequately resource these issues in addition to the health and safety management aspects of the contract which a competent contractor would ordinarily resource under the Health and Safety At Work etc Act 1974, Construction (Design and Management) Regulations 2015 and associated legislation.

The pre-construction information is prepared by the Client and is provided to Designers / contractors at quotation stage.

In order for client to appoint competent Principal Designer and Contractor the following documentation shall be provided to the client when the quotation is submitted:

1. Completed Health and Safety Questionnaire (included in this document)
2. Details of insurance documents
3. Risk assessments and method statement for undertaking the work
4. Provide evidence of experience and competence to undertake the work inc. qualifications

The Construction Phase Plan will be prepared by the Principal Contractor. A copy of the Contractor's plan must be submitted to the Client at prior to commencement of works. The Health and Safety Executive will be notified of the intention to proceed with this project if the project is notifiable under the Construction (Design and Management) Regulations 2015

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## **SECTION A – PRE-CONSTRUCTION HEALTH AND SAFETY INFORMATION**

1. The Project -
2. Planning and management
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4. Health and Safety Hazards on Site
5. Relevant information  
Public utility services plans
6. The Health and Safety file

## **SECTION B – CONTRACTOR’S HEALTH AND SAFETY QUESTIONNAIRE**

Contractor’s Health and Safety questionnaire

**The questions in Section B of this document shall be completed and returned with tender.**

## **SECTION C - UTILITY SERVICES PLANS**

- Western Power Distribution
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- Virgin
- Wales and West Utilities
- Openreach
- Topographical Survey including utility traces (where possible)

## **SECTION D - GENERAL CONSTRUCTION HEALTH & SAFETY ISSUES**

## **SECTION A – PROJECT AND SITE MANAGEMENT**

### **1. THE PROJECT -**

#### **Duty Holders:**

##### **Client:**

Vale of Glamorgan Council  
Civic Offices,  
Holton Road,  
Barry  
CF63 4RU

Contact: Adam Sargent – Neighbourhood Services Manager, Visible Services and Transport

Vale of Glamorgan Council, Visible Services and Transport, The Alps Depot, Alps Quarry Road, Wenvoe CF5 6AA

Tel: 01446 706110

Email: ASargent@valeofglamorgan.gov.uk

##### **Designer:**

The Company undertaking the design works and shall include the Company's representatives, successors and permitted assigns

To Be Confirmed –

Tel:

Email:

##### **Principal Designer:**

Christine Smith – Landscape Architect

Vale of Glamorgan Council, Directorate Place, Civic Offices, Holton Road, Barry, CF63 4RU

Tel: 07976 112352

Email: csmith@valeofglamorgan.gov.uk

##### **Principal Contractor:**

The Company undertaking the main site contract works and shall include the Company's representatives, successors and permitted assigns.

To Be Confirmed –

Tel:

Email:

##### **Location of Project and Site Description**

The works are situated in Bearfield, Cowbridge. The Broad Shoard, Cowbridge. The project is to design and construct a bespoke, in-situ concrete skatepark on the site of the existing skatepark facility alongside a busy footpath and public open space.

### **Project Description**

The Works include the following activities:

- Design of new in situ concrete skatepark
- Community consultation
- Temporary access construction
- Site Clearance
- New concrete surfaces.
- Installation of in-situ concrete skate ramps and features
- Installation of site furniture
- Site signage
- Reinstatement, turfing and seeding
- Post installation inspection
- Opening event

### **Programme details**

The following indicative timetable is provided for information. It is anticipated that an order will be placed with the successful contractor as soon as possible following submission of the tender.

<b>Stage / Activity</b>	<b>Indicative Date</b>
<b>Invitation to Tender document issued</b>	<b>29<sup>th</sup> September 2025</b>
Site Visit	8 <sup>th</sup> October 2025
<b>Closing date for clarification questions</b>	<b>15<sup>th</sup> October 2025</b>
<b>Closing date for submission of tenders</b>	<b>20<sup>th</sup> October 2025</b>
Evaluation of tenders	October 2025
Presentations and/or interviews, if required	W/C 3rd November 2025
Notification of intention to Award	W/C 3th November 2025
Contract award	W/C 3rd November 2025
Detailed design and consultation	4th November to 31 <sup>st</sup> January 2026
Commence construction on Site	1 <sup>st</sup> February 2026
Completion	31st March 2026

The contractor is to provide a detailed programme with their tender submission

## **2. CLIENT'S CONSIDERATION AND MANAGEMENT**

### **Structure and Organisation**

The Vale of Glamorgan Council will be the client and Contract Administrator  
The client has appointed the Principle Designer as detailed in Section 1

The successful contractor will become the Designer and Principal Contractor for the project.

### **Safety goals for the project**

The safety goals of the client are to achieve the completion of the proposed works without incurring any risk to the public, the site users, the contractor their employees, subcontractors and their employees.

The client

The general principles of prevention to be adopted as identified in the Construction (Design and Management) Regulations 2015 are to:

- (a) avoid risks;
- (b) evaluate the risks which cannot be avoided;
- (c) combat the risks at source;
- (d) adapt the work to the individual, especially regarding the design of workplaces, the choice of work equipment and the choice of working and production methods, with a view, in particular, to alleviating monotonous work, work at a predetermined work rate and to reducing their effect on health;
- (e) adapt to technical progress;
- (f) replace the dangerous by the non-dangerous or the less dangerous;
- (g) develop a coherent overall prevention policy which covers technology, organisation of work, working conditions, social relationships and the influence of factors relating to the working environment;
- (h) give collective protective measures priority over individual protective measures;
- and
- (i) give appropriate instructions to employees.

Within the contract for the works are clauses relating to the management of the works on the site, the review of issues of safety and the recording of events in respect of all aspects of the works.

### **Permits and Authorisation requirements**

The Construction Phase Plan is to be prepared by the Principal Contractor from the Pre-Construction Health and Safety information provided by the client and information provided to the Principle Designer. A Construction Phase Plan must be submitted to the Client before the start of construction.

No other formal permits are required by the Employer relating to the management of Health and Safety.

### **Emergency Procedures**

The site where the works are to be carried out will be handed over to the Principal Contractor and they will put in place site rules for management of the works and

emergencies that occur within the boundaries of the site in their control and access to and from the site.

#### **Site rules and other restrictions**

Except, as stated below, no work shall be carried on outside the hours of 0800 and 1700 on weekdays and at any time on Saturdays, Sundays or Bank Holidays.

Exceptions:

- (i.) Agreed in writing by the Supervising Officer.
- (ii) Any action, which shall be deemed absolutely necessary for the saving of life or property or for the safety of the works, shall be consented at any time.

#### **Other restrictions**

The contractor must work within any restrictions applied by Highways and Transportation Services or parks managers in relation to works adjacent to public highway and affecting the parks infrastructure and public access to the park. The contractor shall comply with rules of the Health and Safety Executive on working adjacent to roadways.

No fires are to be lit on site.

All excavated waste to be disposed of offsite, will be moved to an approved recycling/waste disposal site or to the contractors own yard / depot on a regular basis.

All arisings from site clearance to be separated into 'Hazardous and 'non hazardous' waste and disposed of offsite to an approved waste recycling/disposal site in accordance with the 'Waste Regulations 2011. All 'hazardous waste' shall be managed in accordance with hazardous waste regulations 2005.

Any damage caused by contractor's vehicles to any access roads, adjacent surfaces, grass areas and site furniture will be made good by the contractor to Client approval.

#### **Activities on or adjacent to the site during the works**

The contractor should note that there are no works currently planned that impact on the project. The site working areas and access routes is to remain closed to public access for the duration of the contract. Where access is required outside the controlled areas along park footpaths all vehicle manoeuvres will need a banksman to accompany them.

#### **Liaison arrangements between parties**

The Client, Principal Designer, designer and the Principal Contractor shall communicate effectively to ensure the maintenance of safe working conditions. A health and safety report will be required at all formal contract meetings.

#### **Security arrangements**

The Principal Contractor's operatives and all sub-contractors must carry identity cards for security reasons and should show them when requested.

Contractor shall maintain the security of the site at all times during the contract.

### **3. Welfare facilities**

During the course of the works the contractor will provide Welfare facilities in accordance with Schedule 2 of the Construction (Design and Management) Regulations 2015.

From the first day on site workers must have easy access to:

- clean drinking water,
- washing facilities,
- toilets.
- facilities for taking breaks, having meals
- facilities for storing and changing clothes.
- The adjacent Leisure Centre has offered toilet facilities.

### **3. ENVIRONMENTAL RESTRICTIONS, DESIGNATIONS AND SIGNIFICANT EXISTING SITE RISKS**

#### **Environmental designations:**

Bearfield is a site of significant Archaeological significance. See Archaeological Report Appendix C. Works will have to take place potentially with a watching brief from an Archaeologist.

#### **Boundaries and Access**

##### **Access .**

Access to the site will be from: Broad Shoard.  
Postcode: CF71 7DA

The contractor will have to consider the provision of a temporary access road from The Broad Shoard to the site. Approx 200linm.

The only other vehicle access is from Eagle Lane, which is very narrow.

There are concerns over damage to the ground and existing football pitches.

#### **Site compound**

Site compound can be located: On site in a location to be agreed with Contract Administrator.

#### **SIGNIFICANT RISKS.**

- **Public using the site** - Contractor's vehicles accessing the site from the public highway off of The Broad Shoard.  
Public using paths and grass areas within the park. The grass area is used for dog walking and football. Football clubs will be notified of the works by the client. The park is very busy especially at weekends. The skate park itself is adjacent to a well-used path to the Leisure Centre and Doctors.
- **Other Contractors working on site** -There may be maintenance operations ongoing in the vicinity of the site whilst this contract is running. Principal contractor to liaise with other contractors to provide access where required and to coordinate working areas and access points.

#### **Location of existing services**

There is a Welsh Water foul pipe identified on RASWA plans however our topographical trace suggests that the pipe extends through The Bear Hotel Car Park. There do not appear to be any other services affecting the site as a result of enquiries undertaken. The services are shown in the RASWA service information included within the tender pack.



The client has made initial enquiries with Welsh Water to trace the location, connection to and condition of the sewer shown on the service plans. The detailed survey information is included in Appendix B of the invitation to Tender.

Whilst the client has made initial enquiries to determine an accurate location for these services during preparation of the design it is the responsibility of the Principal Contractor to check, confirm and mark the location of the services with the relevant utility company or if appropriate with a CAT scan prior to starting any excavations and agree what works can be undertaken in their vicinity.

**Ground Conditions**

The ground conditions are generally stable, dry and inert.

**Existing building** – There are no buildings on site. There is an existing concrete base pad.

**Asbestos**– none identified

**Contaminated Land** – None identified

**Flooding** – The site itself has no flood risk.

#### **4. SIGNIFICANT DESIGN AND CONSTRUCTION HAZARDS**

Information on principal risks identified during design

The contract will be Design and Build therefore specific design risks are not available at this stage and these will be identified by the Designer and included in the designer's risk assessment for inclusion in the Health & Safety file. The following are likely to be applicable

**(a) Design assumptions and control measures**

The design assumptions allow for the areas of the site and any temporary access routes to be fully handed over to the contractor for the duration of the works. The contractor will need to consider the arrangements for traffic management and whether access for the public around the lake edge can be maintained during the works. Suitable diversions will need to be put in place and signposted if access is restricted.

All areas during ground preparation and construction to be cordoned off using appropriate secure fencing. Signage to alternative access routes shall be provided and maintained by the contractor for the public

**(b) Arrangements for co-ordination of on-going design work and handling design changes:-**

The procedures for dealing with unforeseen eventualities during project execution resulting in substantial design changes and which might affect resources are noted below-

Contract drawings and documents should be amended to indicate substantial design changes by the Designer and recorded in the Construction Phase Plan.

Design and construction risk assessments should be carried out by the Designer and Principal Contractor on all design changes and eventualities that affect resources, and appropriate records kept in the Construction Phase Plan.

These include:-

- i. Open boundaries when carrying out works. Any fencing either permanent or temporary will need to be checked and maintained. Work areas will effectively be open to anyone within the vicinity until such time as the work is completed – suitable precautions will also need to be considered to protect any residual hazards when the site is unoccupied during or out of working hours.
- ii. Work next to or near boundaries – consideration will need to be given to any possible effects on adjacent structures, occupiers, public etc.
- iii. Presence of the public, especially children and the elderly. Whilst the working area will be closed access to the Cold Knap park will be retained for the general public.
- iv. A traffic management plan will be required for vehicles (e.g. delivery / waste removal vehicles) entering and leaving the site especially considering the

public who may be walking, cycling or driving along the adjacent paths and roads.

Consideration will need to be given to delivery times etc. as traffic in the adjacent areas can be expected to be busier at peak times, and to prevent disturbance to adjacent residential areas. Considerations of segregation of plant and pedestrians during work operations.

The speed limit in the park is 5mph

Contractor should arrange for deliveries to take place in the morning before the park becomes busier, but not so early as to generate noise nuisance for adjacent residents

- v. Public footpaths – consideration may need to be given to the provision of either permanent or temporary diversions with measures to prevent access into the site areas
- vi. Works in public areas / highways etc – security and protection of the public, traffic management, Highway Authority consents, trained/competent operatives, and supervision (Chapter 8, NRSWA requirements), etc. (e.g. site entrance work etc.)
- vii. Presence of services within the site areas where work is to be carried out (refer to utilities' information in the tender pack). The client has taken measures to confirm the location of the services in preparation of the design and these are shown on the site constraints plan.  
Details are to be confirmed by the Principal Contractor prior to work commencing.  
All services should be treated as live and suitable precautions taken prior to any excavations e.g. use of the drawing, cable/pipe location equipment and safe digging practices. (Refer to relevant **HSE Guidance, e.g. HS(G)47 – Avoiding danger from underground services**). Typical services expected are electric, water, sewers/drains and telecoms cables crossing the seating area and along paths. No overhead services noted. It should be noted that CAT detection needs to have different modes to enable HV cables to be shown and where cables such as streetlighting may be live but have no power passing through them during periods where they are not lit.
- viii. Possible presence of asbestos-cement pipes (existing drains etc) Although not considered likely, – if these are encountered, then no work should be carried out on these without effective controls being put in place. If any asbestos is discovered during excavation works are to stop immediately and the site supervisor, client and principal designer are to be contacted. Site management, removal and disposal of any asbestos encountered shall be carried out in accordance with the **Control of Asbestos Regulations 2012**.
- ix. Open excavations etc. Avoid leaving excavation open overnight. Where this is not possible they must be covered and securely fenced off out-of-hours until such time as the work is completed.

- x. Possible presence of unknown waste/contamination and/or unforeseen structures within the ground.  
Although no significant ground contamination was identified or is expected, it would be good practice for anyone coming into contact with the ground to adopt good personal hygiene practices and wear gloves etc. Dust control measures will need to be considered.
- xi. Manual/mechanical handling of large, heavy or awkward items, materials etc., (Note – HSE initiatives indicate that they are expecting the use of mechanical methods for kerb laying etc.). Lifting operations (cranes etc.) will require the work to be planned and carried out by personnel who are trained and competent.
- xii. Environmental considerations for any surface water run-off that may spread any contamination to local drains and watercourses etc.
- xiii. Noise, vibration and dust during the work (e.g. elimination of use of manually-held equipment, noise / dust that may affect either operatives, adjacent occupiers' employees or members of the public etc.)
- xiv. Work with bituminous materials.
- xv. Imported material for fill operations etc. will be required to be certified as free from contamination and appropriate certification provided for the Health & Safety File.
- xvi. Work with herbicides (if applicable) – assessments will be required and if appropriate are only to be applied by suitably trained and competent personnel who are certificated for such work and use/wear suitable PPE.
- xvii. Storage and disposal of waste, and arrangements for materials storage, parking, and site accommodation will need to be considered and included in a site waste management plan
- xviii. Materials requiring particular precautions:  
None anticipated – routine construction materials  
All materials to be stored and used in accordance with manufacturer's instructions and corresponding COSHH assessments.  
Further items may be identified by the designer and principal contractor as the project progresses.

## **5. RELEVANT INFORMATION**

### **Existing records**

Location plan, site photos, topographical survey, Utilities Plans and Archaeological Report, are included with the tender pack.

Utility companies' services drawings are provided in this document.

The contractor will be responsible for detecting services prior to commencement of work and for avoiding all services.

## **6. THE HEALTH AND SAFETY FILE**

**No existing Health and Safety file available for this site.**

A Construction Phase Plan will be required.

### **Format and content:**

It is a requirement of the regulations that the principal contractor implements an effective management system by which the requisite information is provided for inclusion in the health and safety file, which should include as appropriate:

1. A project description
  - a. Scope of work
  - b. Dates and deadlines
  - c. Project management team (client, contractors and subcontractors, consultants, principal designer, key suppliers and others).
2. Management of the Work
  - a. Management arrangements
  - b. Health and safety goals and procedures.
  - c. Welfare facilities
  - d. Liaison and design changes
3. Arrangements for controlling significant site risks.
  - a. Details of health & safety risks and arrangements to eliminate or minimise them
  - b. Public safety and traffic management
4. Significant design and construction hazards.
  - a. Control measures and suggested work methods for changes in design or significant risks.
5. The health and safety
  - a. Layout and format of the Health and safety file
  - b. How it will be maintained.

## SECTION B – CONTRACTOR’S HEALTH AND SAFETY QUESTIONNAIRE

IT IS IMPORTANT WHEN COMPLETING THE FORM THAT YOU READ THE FOLLOWING AND PROVIDE A RESPONSE TO ALL THE QUESTIONS ASKED AND PROVIDE ALL THE REQUESTED DOCUMENTS. FAILURE TO DO SO MAY RESULT IN YOUR QUOTATION NOT BEING CONSIDERED.

DATE:			
COMPANY NAME:			
NUMBER OF EMPLOYEES:			
ADMINISTRATIVE		TECHNICAL	
WORKERS			

REGISTERED ADDRESS:								
COMPANY REGISTRATION NO:								
CONTACT ADDRESS (if different from above):								
TELEPHONE NUMBER:								
FACSIMILE NUMBER:								
E-MAIL ADDRESS								

Name:	
Date:	
Lead Officer If known	

**PLEASE COMPLETE** (or provide information on a separate sheet and indicate where this is done)

**A. DESIGNERS COMPETENCY**

Provide evidence of designer's ability to undertake Principal Designer duties as outlined in the Construction (Design and Management) Regulations 2015.

**B. CONTRACTOR COMPETENCY**

Provide evidence of contractor's ability to undertake Principal Contractor's duties as outlined in the Construction (Design and Management) Regulations 2015.

**B. RISK ASSESSMENT AND METHOD STATEMENTS**

Principal Contractor's Risk Assessment outline method statement for this project

**C. WELFARE FACILITIES**

Please describe how you will provide Welfare facilities during the course of the project?

## 1. SAFETY POLICY

1.1 You must return with this application, a copy of the following documents:

- (a) The statement of your General Policy on Health and Safety.
- (b) The organisation for carrying out the policy – i.e. division of duties, delegation of responsibilities, structure chart, etc.
- (c) The arrangements for carrying out the policy – i.e. safety procedures, safety manuals etc.

## 2. INFORMATION, INSTRUCTION AND TRAINING

2.1 State how the policy is brought to the attention of all your employees.


2.2 List the current Health and Safety handbooks or written instructions issued to your employees.


2.3 List the health and safety training suitable to the work, equipment or processes given to managers and workers in the last three years. (Send copies of certificates of acceptance or attendance, or details of the training provider.) Complete on separate pages if necessary.

### Managers


### Workers




### 3. RESPONSIBILITIES FOR HEALTH & SAFETY

- 3.1 Has a competent person been appointed to provide Health & Safety advice? (this may be an employee or an external consultant) **YES/NO**

Please provide name and details of qualifications:

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### 4. ASSOCIATIONS OR MEMBERSHIPS

- 4.1 Is your Company a member of any trade association (e.g. CITB, NBC, etc)? **YES/NO**

If YES, please provide details (including Membership No.)

Association	M/Ship No.

- 4.2 Is your company a member of any health and safety organisation (e.g. Construction Line, CHAS etc.)? **YES/NO**

If YES, please provide details:


### 5. RISK ASSESSMENTS / SAFE SYSTEMS OF WORK (SSOW)

- 5.1 Do you undertake your own risk assessments/SSOW? **YES/NO**

If YES, who in your company undertakes them?


Please enclose a copy of the procedure or arrangements used.

If no, who undertakes them on your behalf?


- 5.2 Please enclose two examples of risk assessments/SSOW completed by or for your company within the last three years (these should be relevant to the work you will be undertaking).

## 6. ACCIDENT REPORTING & ENFORCEMENT ACTION

- 6.1 Do you have a system in place for recording, investigating and reporting (where appropriate) accidents? **YES/NO**
- 6.2 Has any enforcement action been taken against you in the last five years? **YES/NO**
- 6.3 How many RIDDOR reportable accidents have you had in the last 3 years? **YES/NO**

YEAR	NUMBER
1	
2	
3	

Please enclose copies of your accident recording/reporting system and copies of your last two accidents/incidents and the action taken to prevent recurrence.

Also enclose details of any enforcement action taken over the last five years and what action was taken to put matters right.

## 7. ASBESTOS AWARENESS

- 7.1 Do you provide clear instructions to workers on the action to be taken on discovering asbestos? **YES/NO**
- 7.2 Have employees undertaken asbestos awareness training? **YES/NO**
- 7.3 Have employees undertaking training on working with specific non-licensed products (where applicable)? **YES/NO**

Please enclose copies of instructions, details of training provided and current certificates.

## 8. H & S MANAGEMENT

8.1 Please describe how your company undertakes formal reviews of H&S performance.


Please enclose copies of completed workplace inspections used on sites.

## 9. CONTRACTORS

9.1 Does your company use sub-contractors?

**YES/NO**

If YES please describe the arrangements for assessing Health and Safety competence and include a copy of your procedure or questionnaires and one example of a completed assessment.


## 10. INSURANCE LIABILITY

	Start Date	Expiry Date	Name of Insurer	Amount of cover	Policy Number
10.1 Employers' Liability					
10.2 Public Liability					
10.3 Professional Indemnity					

Please provide copies of all insurance certificates.

## 11. WORK EXPERIENCE

11.1 Please provide details of relevant experience in the field of work for which you are applying (continue on separate sheet if required):


## SUMMARY OF ENCLOSURES

When returning the completed questionnaire please ensure that you have included the following documents where appropriate.

Item	Document	Contractor to Complete	Confirm Receipt
		Yes/No	Signed
1.1	Health & Safety Policy Statement (the statement of intent)		
1.1	Organisation for Health and Safety (Responsibilities, etc.)		
1.1	Arrangements for Health and Safety (safety manuals, handbooks, guidance notes, codes of practice, etc.)		
2.3	Health and Safety training – copies of certificates of acceptance or attendance, training records or details of training provider(s)		
5.1	Procedure used for undertaking risk assessments/SSOW		
5.2	Completed examples risk assessment/SSOW		
6.1	Accident recording/reporting procedure		
6.2	Details of enforcement action		
7.1 – 7.3	Details of Instructions and Asbestos Awareness training (including current certificates)		
8.1	Copies of workplace inspections for sites		
9.1	Contractor competency assessment procedure		
9.1	Completed example of a contractor assessment		
10.1-10.3	Copies of insurance certificates		

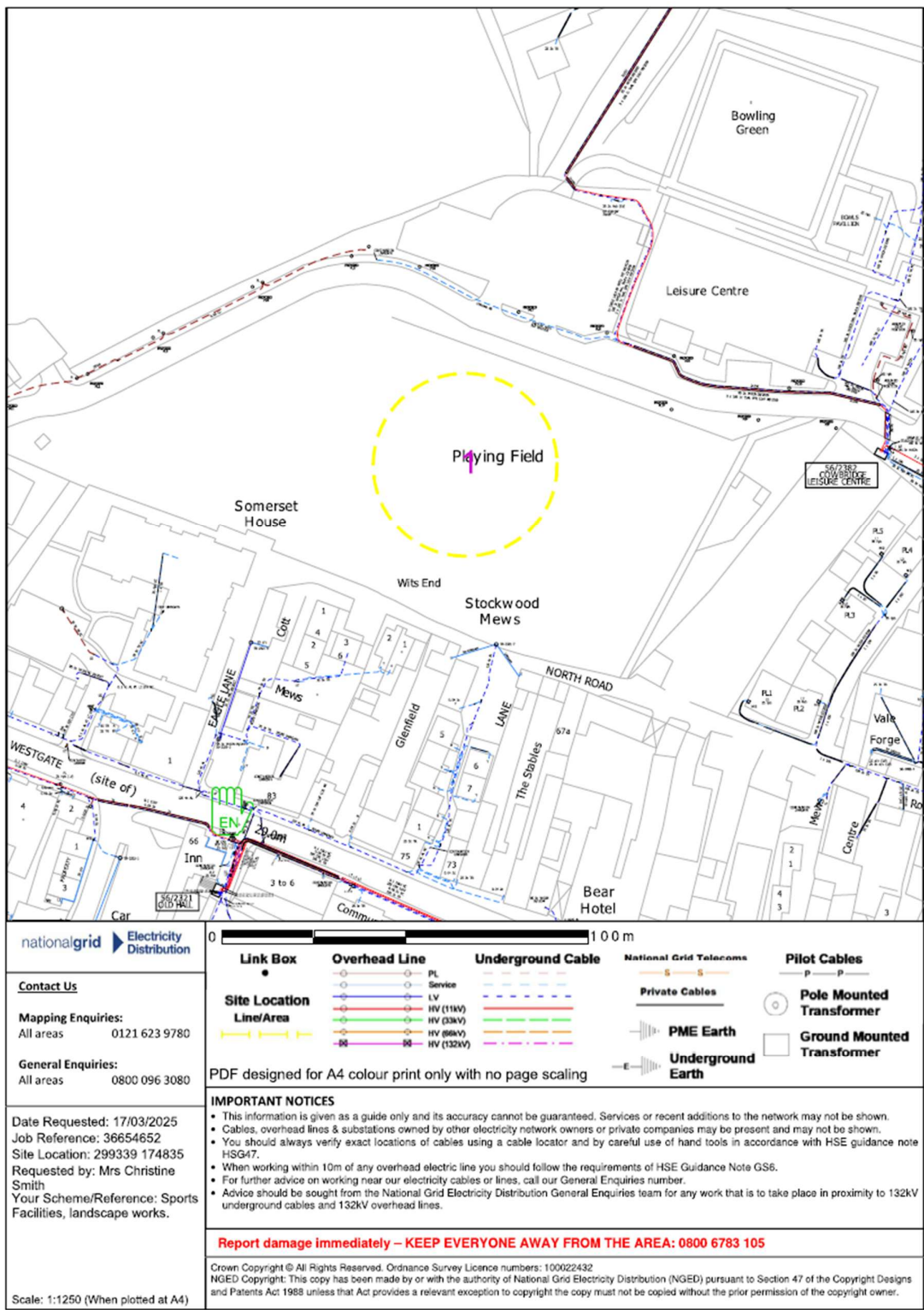
### To be completed by Contractor:

Signed \_\_\_\_\_ Date: \_\_\_\_\_

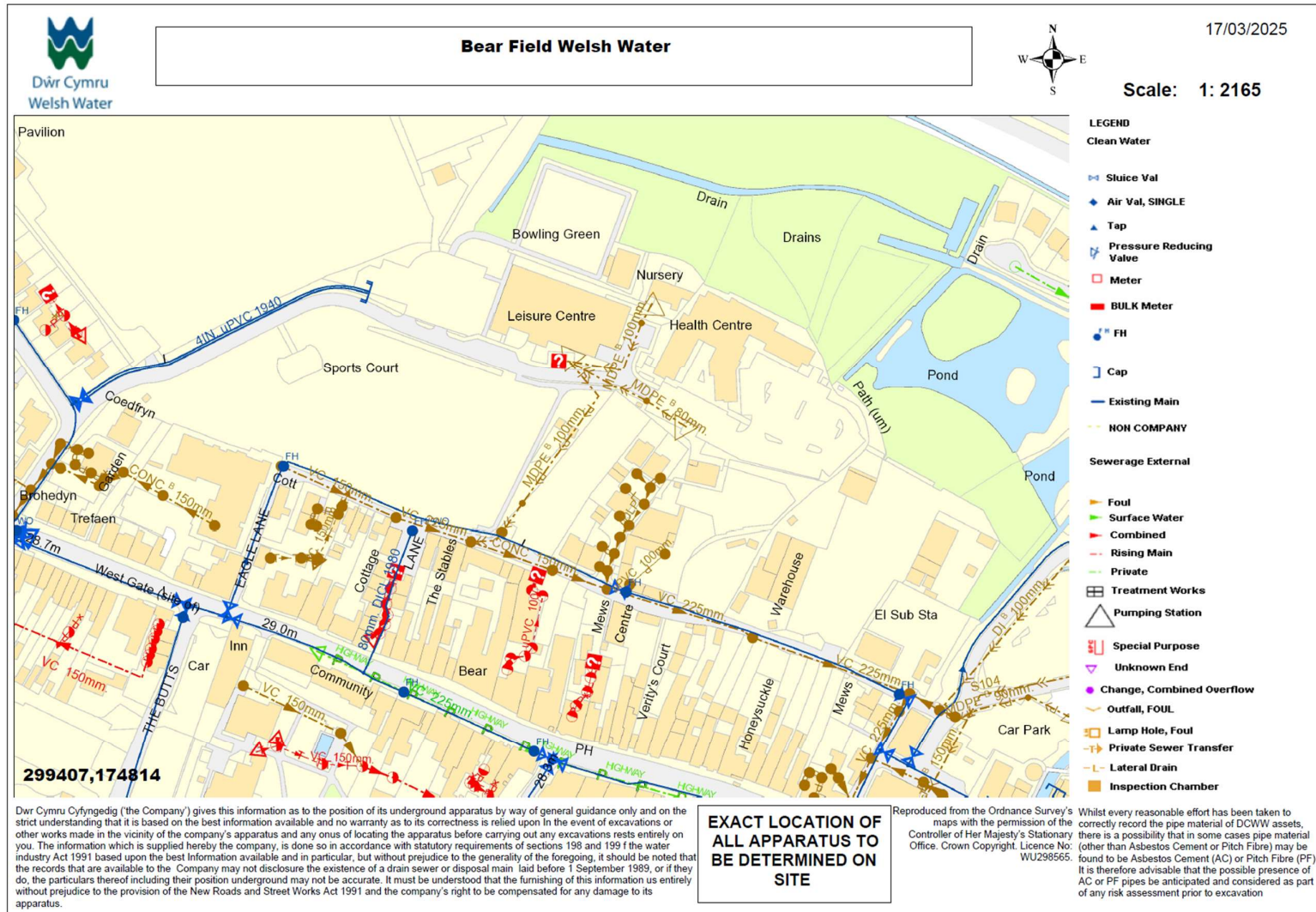
Name in Capitals: \_\_\_\_\_

Position: \_\_\_\_\_

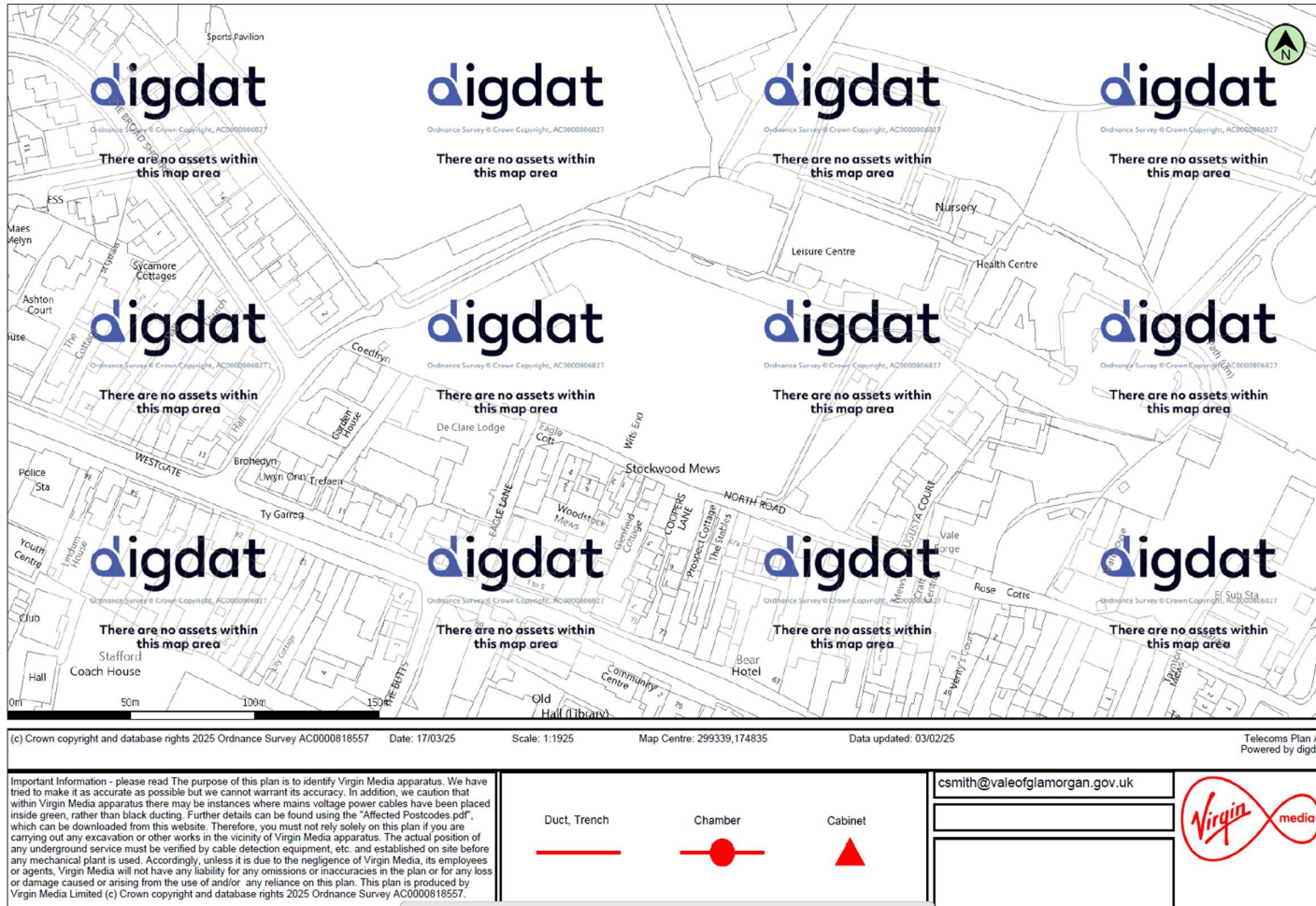
UTILITY SERVICES PLANS - Western Power Distribution



- Welsh Water – See Appendix I of ITT for detailed sewer trace information

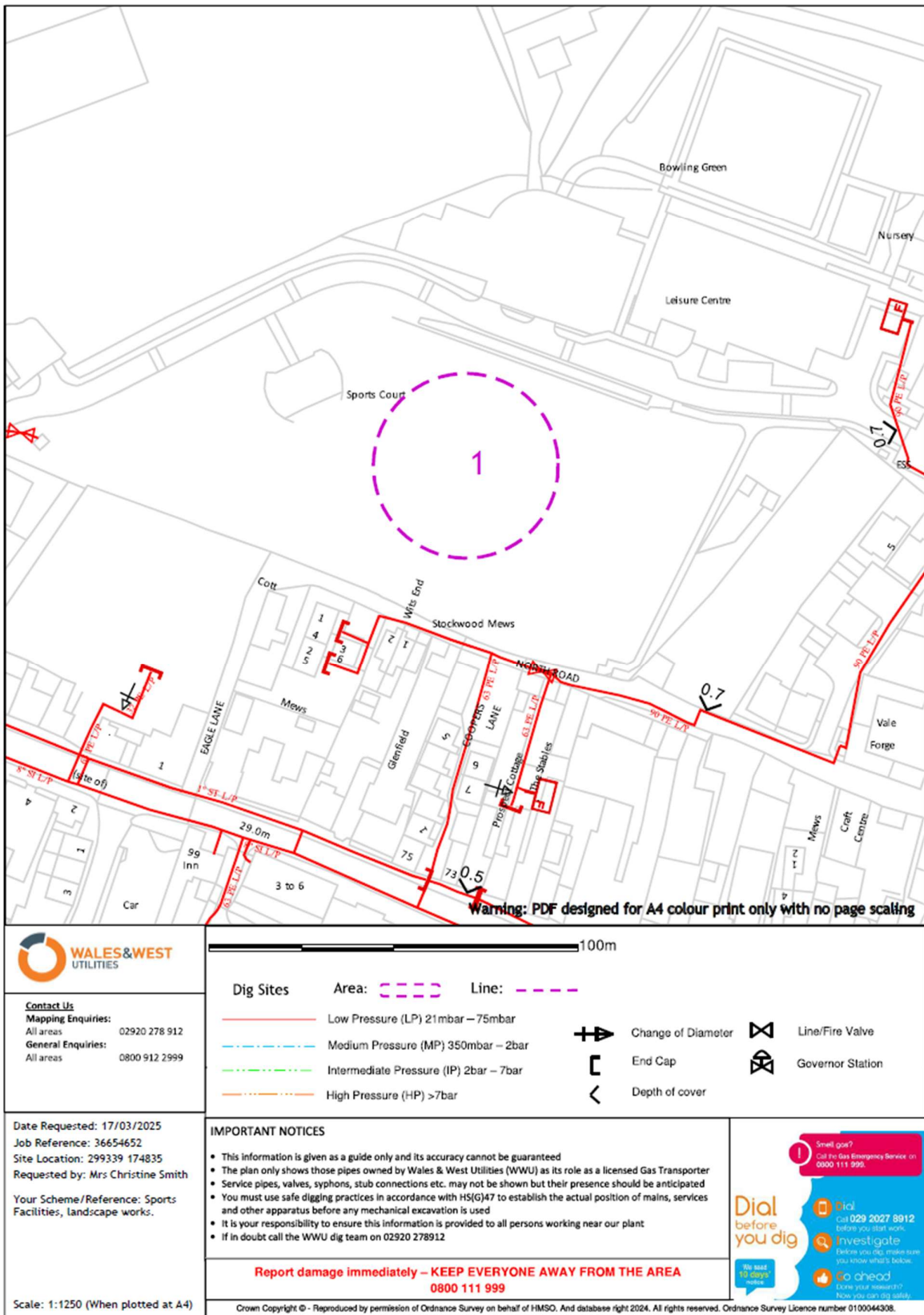






Virgin

## Wales and West Utilities



- Openreach





The drawing is a technical plan of a sewerage network. It features a grid system with blue lines. The sewer lines are color-coded: red for main lines, blue for branches, and yellow for other types. The plan shows a complex arrangement of lines, including a large circular structure in the center. A north arrow is in the top right corner. A legend in the bottom right corner provides a key for the symbols and colors used. The drawing is titled 'Sewerage Network Plan' and includes a scale bar.

## **General Construction Health & Safety Issues**

The following hazards generally occur on all construction sites. Some of the issues may be addressed in the “arrangements” section of the Principal Contractor’s health and safety policy: -

**Working within current COVID 19 Guidelines** – All contractors shall work within current Government Covid-19 Guidelines.

### **Lifting operations**

Lifting operations must be planned (by the “appointed person”), supervised and carried out by trained, competent persons. The level of planning and supervision should be proportionate to the risks associated with the operation. “Lifting plans” should be prepared taking into account issues such as weight/shape of load, ground conditions, proximity to rail line/adjacent structures etc. Loads must not be lifted or suspended above operatives. Outriggers to mobile cranes must be adequately supported i.e. the area and layout of outrigger support must be calculated having regard to the actual loads resulting from the particular lifting operation and the ground bearing capacity. Excavators used as cranes with an SWL above 1 tonne must be fitted with acoustic and visual warning devices and check valves on the main boom. Chains or slings for lifting must not be placed on or around bucket teeth – accessories for lifting may only be attached to a purpose-made point on the machine. Inspection and maintenance of machines should be evidenced by reports.

### **Movement of plant and site vehicles**

Accidents are typically caused by reversing vehicles, load-slewing and overturning of dumpers, MEWPs etc. A traffic management plan should be prepared, implemented and developed as the site progresses. A one-way system for plant and vehicle movements should be provided where reasonably practicable, and, if not, dedicated turning areas should be provided with all reversing operations controlled by a banksman. Issues such as speed restrictions, crossing points, signage, pedestrian segregation (on site and at access/egress points), visibility aids and warning devices on vehicles, operating on sloping ground, parking for contractor’s vehicles etc should also be addressed. Maintenance systems should be implemented for checking brakes, steering, lights, hydraulics, seatbelts, safety warning devices etc and all operators should hold evidence of competency and training e.g. CPCS. All persons working in the vicinity of moving plant/vehicles should wear high-visibility clothing.

### **Excavations**

All excavations must be adequately supported to prevent collapse and guarded to prevent falls of operatives and materials. Excavations must be inspected in accordance with statutory requirements i.e. before each shift, after any event likely to have affected stability and after any fall of materials or once in any seven-day period. Entry of operatives into excavations must be avoided where possible e.g. by use of “trench fill” foundations. Where entry cannot be avoided, a permit system should be implemented and levels of oxygen and toxic/flammable gases (e.g. methane and carbon dioxide) monitored to ensure a safe working environment before entry and during the operation. Adequate emergency procedures should be prepared including rescue. Depths of all excavations should be kept to the minimum necessary.

### Slips, trips and falls

The site should be kept in good order – clean, tidy and well organised. Pedestrian routes and workplaces should be kept free of obstruction and materials should be stored in a safe and accessible manner. Waste should be removed from work areas as work proceeds and at the end of the working day.

### Working in the sun

Ultraviolet rays in sunlight may cause sunburn, skin blistering and may lead to skin cancer. Wear suitable clothing including head protection and use sunscreens on exposed areas such as face, arms and neck. Skin should be checked regularly and medical advice sought regarding any skin changes or abnormalities.

### Noise

In accordance with the Control of Noise at Work Regulations 2005 (in force April 2006), the action levels at which noise controls are determined have changed. The new levels are:

#### Lower Exposure Action Value

Daily or weekly exposure 80dB

Peak sound pressure 135dB

#### Upper Exposure Action Value

Daily or weekly exposure 85dB

Peak sound pressure 137dB

#### Exposure Limit Value (these must not be exceeded)

Daily or weekly exposure 87dB

Peak sound pressure 140dB

You must estimate the level of noise employees are exposed to. This should be based on measurements, information from other reliable sources or information provided by suppliers of machinery. Where the assessment shows that an employee is subjected to more than 80dB(A), see the actions in the table below:

Daily Exposure Level - dB(A)	Action Required
<80	Low level risk – reduce noise as far as reasonably practicable
Between 80 and 85	Make ear defenders available to all operatives
Above 85	Enforce the use of correct ear defenders Set up hearing protection zones and mark them correctly Provide information and training to employees

Certain equipment e.g. cartridge tools may exceed the peak sound pressure of 135dB (lower exposure value) 137dB (upper exposure value) and 140db (exposure limit) and use will require use of hearing protection even though the average daily exposure level may not be exceeded.

**Dust**

Dust will be created during the construction works which, as well as being harmful to operatives may create environmental nuisance to local residents. Risk assessment should be undertaken in accordance with COSHH regulations and suitable PPE and RPE provided to operatives to avoid inhalation. Damping-down and ensuring lorries are fully sheeted before leaving site will mitigate dust generation.

**Hand-Arm Vibration**

Avoid use of vibrating equipment where possible e.g. hand-held breakers, angle grinders etc. Where use cannot be avoided, manufacturers' guidance should be followed with regard to permissible usage times, vibration damped tools should be used and job rotation implemented whenever possible. Operations such as "chasing", "scabbling" etc should be avoided. Concrete breaking should be undertaken with suitable plant fitted with appropriate accessories.

**Manual handling**

Where possible, avoid manual handling of heavy or awkwardly shaped objects e.g. heavy blocks, kerbs, paving slabs, cills, lintels etc and utilise mechanical lifting methods. Where it is not reasonably practicable to avoid use of blocks over 20kg, provision should be made for mechanical handling or for handling and laying by two operatives. Manual handling risks are still significant with blocks weighing less than 20kg and should be reduced where possible e.g. by specification of lightweight blocks. Kerbs and paving slabs should be lifted by mechanical means e.g. vacuum lift systems (do not lift with 2-person "tongs" which add a further 15kg to the typical 67kg weight of a kerb or slab - already too heavy to be safely carried by 2 persons). All operatives should be trained in basic manual handling techniques and, following risk assessment, information on any residual risk should be conveyed to operatives and reinforced with toolbox talks.

**Working with cement**

To prevent dermatitis and cement burns, suitable PPE must be worn when handling wet cement and adequate welfare facilities provided on site including provision of hot and cold running water, basins in which forearms can be immersed, soap and towels. Operatives should be encouraged to report any occurrence of dermatitis and a competent person should carry out regular skin inspections where there is residual risk. Where possible use pumped concrete to reduce risk of skin contact.