



PRE-CONSTRUCTION INFORMATION PACK

BAF26003 – Electrical Rewires 2026-27

Prepared by

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Introduction

The Pre-Construction Information Pack

The Pre-Construction Information Pack is intended to raise particular risks as are evident to Bron Afon from the documents available at the time of the preparation.

This is to enable contractors to assign adequate resources to the matters during the tender period, and subsequently the appointed Principal Contractor, to develop the Construction Phase Health & Safety Plan for the project.

Potential safety risks which cannot yet be assessed because information is insufficient may also be highlighted in the Construction Phase Plan.

The Initial F10 Notification will be submitted to the HSE via its online web site by Bron Afon required under CDM 2015.

This form, along with additional information of the Principal Contractor will be updated then submitted to the HSE as appropriate. Under Regulation 22, The Principal Contractor must prominently display this information on site.

While it is the Client's duty to ensure that the Contractor has sufficiently developed the Health & Safety Plan prior to allowing construction work to start on site. There will be occasions where the Principal Designer is asked to comment on the Principal Contractor's Construction Phase Plan and advise on its suitability.

Where further information is made available during the progress of the works the Principal Contractor will update and develop the Construction Plan accordingly.

Sufficient time has to be allowed for the contractor to develop the Construction Phase Health & Safety Plan after the award of the contract and before the Client may permit the works to commence. (Regulations 10 and 15 and ACOP paragraphs 48, 82 and 83).

No work is to commence on-site until the development of an adequate Construction Phase Health & Safety Plan has been presented to and confirmed by the Principal Designer acting on behalf of Bron Afon community housing.

This is Statutory Law, and a requirement which all parties involved in the project must comply with.



Section 1.0: Nature of Project

1.1 Name and Address of Client

Bron Afon Community Housing
William Brown Close
Llantarnam Industrial Estate
Cwmbran Torfaen
NP44 3AB
Contact: Damien Lobb
Tel: 07483 358460
E-mail: damien.lobb@bronaon.org.uk

1.2 Project Location/Site Addresses

42 properties located in the borough of Torfaen, see Appendix 5 of the tender documentation for property list.

1.3 Nature of Construction Work as Proposed

Electrical rewiring of 42 Bron Afon Properties, to include the removal of existing electrical wiring, consumer units and electrical accessories and replacing with new. To include smoke and CO detection and extract ventilation

1.4 Timescale of Pre - Construction Phase

The project was initiated in December 2025 and is due to commence in April 2026. A period of 4 months has been allowed for the pre-construction phase.

1.5 Principal Designer

Damien Lobb – Investment – Project Manager
Email: damien.lobb@bronaon.org.uk
Tel: 07483 358460

1.6 Pre-Contract Administration

Damien Lobb – Investment –Project Manager



1.7 Site Contract Administration

Gavin Lloyd – Investments – Contract Surveyor
 Email: gavin.lloyd@brionafon.org.uk
 Tel: 07528 965056

Section 2.0: Clients Considerations and Management Requirements

2.1 Planning for the Management of Works

The Principal Contractor is to sufficiently plan and manage all works on site.

As Principal Contractor, they will carry all appropriate responsibilities as defined within the Construction (Design & Management) Regulations 2015.

It is a specific objective to carry out the project within the programmed timescale to the required quality standards set out in the appropriate sections of the specification documents. This is to be achieved within the requirements of Health, Safety and Welfare Acts and Regulations giving due regard to avoiding putting the workforce, residents or the public at any significant risk. Given the scope of the work it should be completed without any reportable accident or incident under RIDDOR.

All works undertaken are to be executed to the current requirements of the Local Authority, Statutory Authorities, Fire Officer, Building Regulations, British Standards and Codes of Practice.

To demonstrate our commitment to continued improvement of Health and Safety Standards, the following Health and Safety goals have been set by Bron Afon community Housing for the project and to which the Principal Contractor must aspire to.

- Achieve zero fatalities, zero permanent disabilities and improve safety performance year on year.
- Comply with all current Health and Safety Legislation and Approved Codes of Practice.
- Ensure compliance with the **CLIENT's** safety requirements and publish these as part of the Project requirements.
- Work with and advise the Client in his aspiration to provide a 'better' and safer environment for his employees.
- Maintain safe and unimpeded access and egress from the site, particularly for emergencies, and minimise any disruption to neighbours, (both vehicular and pedestrian);
- Identify and address all risks arising from both our, and our contractors' activities to include fire.
- Police and co-ordinate the works, through site Health & Safety, the use of safe procedures, tools, plant, equipment and the appropriate use of Personal Protective Equipment (PPE);
- Work with the Clients direct contractors to maintain safety and site co-operation.
- Employ a Safety Manager/Advisor to carry out safety audits and inspections.
- Maintain adequate levels of welfare facilities for the work force, including contractors.
- Assess the impact of site activities on the environment and manage to minimise it;
- Identify and provide health and safety training to promote awareness of safety of self and others where necessary.



- Adopt a no blame culture and encourage operatives to report any incidents or near misses that could result in an accident.
- Continually monitor, review and develop safe working practices on site.
- Promote H&S awareness through training and personal development.

2.2 Communication

The Construction Phase Plan must include arrangements for ongoing communication and regular liaison between all parties on site, consultation with the workforce and exchange of design information between the Client, Designers, Principal Designer and Contractors on the site or with adjacent works/site.

Good, timely communication is essential for co-operation and co-ordination of activities undertaken at the site. Drawings should be used to highlight hazards or services which may be contained within the boundaries of the works.

Induction training and toolbox talks help to ensure workers understand the risks associated with the works and the necessary precautions that should be taken to mitigate them. They are also a good opportunity to inform workers of site rules or any special risks relating to the project. Site induction, training and information are vital to securing Health and Safety on site. The Principal Contractor must ensure, so far as is reasonably practicable, that every worker has:

- A suitable site induction
- Any further information and training needed for the particular work they will be carrying out for example:-
 - 1) Works (especially any asbestos removal) to and in close proximity to occupied premises
 - 2) Working on scaffolding and at height
 - 3) Working near to gas and solid fuel flues
 - 4) Communication between surrounding residents, operatives and site management.
 - 5) Traffic Management for deliveries of materials and removal of waste from site.
 - 6) Manual Handling
 - 7) Use of abrasive wheels for cutting and grinding

The Principal Contractor will demonstrate that they are aware of all risks involved and issue Bron Afon with their risk assessments and method statements to cover the following.

- Site set up including site security
- Working at height
- Overhead Work (Clash of trades/operations) and protecting tenants/workforce and members of the public from falling debris and materials
- Lifting heavy plant, equipment, and materials
- Persons tripping/slipping and falling
- Manual handling
- Working near to live services including gas and electrical services
- Scaffold
- Removal, de-construction of building components
- Control of noise
- Control of dust



- Disposal and recycling of waste
- Protection of existing structures
- Working with or near fragile materials
- Storage of hazardous materials
- Fire

Bron Afon will expect to hold weekly site meetings with the Principal Contractor to establish the progress of works and to identify and resolve any forthcoming problems.

2.3 Security of the site

- The Principal Contractor must adequately safeguard the various sites, the works, plant, materials and any existing buildings affected by the work from damage or theft and take all reasonable precautions to prevent unauthorised access to the sites, the works and adjoining properties. Maintain security at all times where applicable.
- The Principal Contractor must take reasonable measures to ensure that no unauthorised persons enter the work area(s). Only people who are explicitly authorised by the Principal Contractor should be allowed access to the sites.
- Authorised people should have the relevant site rules explained to them and undertake any necessary safety induction training at the site office, prior to accessing the site.
- The Principal Contractors' attention is drawn to the requirements to safeguard the occupants of the surrounding buildings. Consider the requirements of HS (G) 151 "Protecting the Public: Your Next Move" issued by the Health and Safety Executive and the practical precautions listed in it to ensure the safety of the public and residents who may intrude on the site. The Contractor should give specific regard to the fencing of the site and preventing unauthorised access to scaffolding.
- Prevent trespass of the workforce and take all reasonable precautions to prevent damage and nuisance to adjoining properties.
- Following incidents experienced by Bron Afon Community Housing with regard to unauthorised access to scaffolding. The Principal Contractor must ensure that they have put adequate arrangements in place to ensure that everything reasonable and practicable is undertaken to prevent unauthorised access to scaffolding. This should include temporary fencing where possible as indicated in section 2.6 of this document. Consideration must also be made to accommodate any specific needs of residents living in the properties.

2.4 Welfare Provision

The Principal Contractor must make full provision/arrangements for site welfare facilities to be available for all its site operatives and visitors. Although due to the nature and type of works, a dedicated site-based welfare unit may not be considered practical but should be considered. Consideration should be given to using public facilities as opposed to using any toilet or washing facilities within the individual properties.

- The provision of welfare facilities will need to comply with the requirements of schedule 2 of CIS18 and CIS46 for fixed and transient construction sites.
- Where a contractor will be working in one locality for any period over 1 week, either site-specific facilities or localised welfare facilities are to be provided at appropriate transport "nodes".



- Reliance on any “public” facilities should be as a last resort.
- Welfare facilities and sanitary accommodation will be provided by the Principal Contractor unless otherwise agreed with the Client.

Keep the site and works clean and tidy: all rubbish, surplus materials and spoil are to be removed regularly from site.

Arrangements for the provision of welfare facilities are to be documented within the pre-Construction Phase Plan, stating what provisions will be put in place and how this will be managed.

Details of what is required:

- First-aid covers, and named first aiders who will be **on site** for the duration of the works
- Sanitary conveniences
- Washing facilities
- Drinking water
- Accommodation for clothing
- Facilities for changing clothing
- Facilities for rest

2.5 Site transport arrangements or vehicle movement restrictions

The Principal Contractor is to manage the various transport arrangements such as deliveries of materials and staff & equipment to each site/property. Most of the speed limits on roads around the various sites will vary and generally in residential areas will have speed restrictions down to 20 mph.

2.6 Segregation of Works

The Principal Contractor must ensure that the work area is cordoned off from tenants and members of the public. This is particularly important when working at height, to prevent the risk of falling materials or tools.

Any temporary fencing should take the form of a proprietary fencing not less than 2.4m high and be of a sufficiently solid construction to prevent access to the site by unauthorised persons, particularly children, and should be difficult to climb, whilst also ensuring children cannot gain access through gaps under temporary fencing.

As the sites will be close to existing public pavements and highways, the Principal Contractor must take into consideration where the public are at risk from falling materials or tools.

2.7 Fire precautions

- The Contractor will develop site emergency procedures and plans.
- The completed emergency plan must be included in the Construction Phase Plan and be displayed.
- The Principal Contractor is to ensure that all reasonable precautions to avoid the outbreak of fire are taken.
- Fire prevention must be in accordance with the ‘Joint Code of Practice on the Protection from Fire of Construction Sites and Buildings Undergoing Renovations’.



- Adequate supplies of water for firefighting purpose and suitable portable extinguishers shall be maintained at all times.
- Standard good housekeeping and fire watching practices shall be followed.
- No smoking on Site
- No burning on Site

Fire safety plan is to be detailed within the fire emergency procedure for the site and will be in place in the event of an identified need for hot works during the project.

The Principal Contractor must undertake a review of all existing services and any storage areas for materials or fuels for plant and to ensure that all flammable substances and ignition sources are removed prior to starting works.

LPG cylinders (if used) and any other flammable materials must be properly stored and the Principal Contractor must understand that flammable materials such as solvents and adhesives should be stored correctly.

The Principal Contractor must make sure that suitable fire extinguishers are on hand and that sparks or heat cannot set fire to surrounding materials. After the work has finished, a check of the worksite to make sure that there is no smouldering materials.

The Principal Contractor must keep a tidy site and make sure that rubbish is cleared away promptly and regularly, and avoid unnecessary stockpiling of combustible materials, and to make sure everyone abides by site rules and that **NO SMOKING** is allowed on this project.

2.8 Emergency Procedures/First Aid

- The Principal Contractor must prepare a suitable emergency plan detailing the procedures to be taken in the event of serious and imminent danger.
- All site operatives must be kept informed at all times of any changes to temporary means of escape routes by the Principal Contractor before they are implemented.
- The procedures may require evacuation of the site/property or involve the rescue of an injured person.
- A sufficient number of competent persons should be nominated to implement those procedures.
- The emergency Plan must be agreed with the emergency services along with agreeing access restrictions for them in the event that they have to enter the site un-escorted.
- Emergency escape routes on the site should be kept clear, signed and adequately lit. The Health and Safety (Safety Signs and Signals) Regulations 1996 set standards for these signs.

The purpose of emergency procedure plans is to ensure that everyone on site reaches a place of safety.

The Principal Contractor must produce an emergency plan incorporating this information and display it on the site notice boards and should discuss this at site inductions.

Consideration must also be given to any elderly tenants (some of whom may be bedridden) and any medical personal who may care for them.



The Principal Contractor must provide adequate first aid facilities and sufficient numbers of qualified first aiders based on an assessment of the risk of injury and ill health on the site.

The nearest A&E Hospitals are;

The Grange University Hospital, Llanyravon, Cwmbran, Gwent, NP44 2XJ and the Royal Gwent Hospital, Cardiff Road, Newport, Gwent, NP20 2UB.

T: The Grange University Hospital – 01633 234 234

T: The Royal Gwent Hospital - 01633 234 234

2.9 Contract Holder (Tenant) Communication

Bron Afon expects the Principal Contractor's operatives to carry out works with respectfulness towards tenants, residents and members of the public and only to discuss matters within the scope of works without giving opinions of other maintenance issues the properties may have.

No works will be carried out during the weekend or bank holidays without the prior approval of Bron Afon.

It will be the Principal Contractors responsibility to manage communication and to liaise with tenants and to arrange suitable access to the properties included in the scope of works.



Section 3.0: Environmental Restrictions and Existing On-Site Risks

3.1 Safety Hazards

3.1.1 Boundaries and Access, (including temporary access)

The Principal Contractor must allow for

- Measures required ensuring safe entry and exit of all deliveries and collections
- Measures to protect both tenants, residents and members of the public on the site
- Providing adequate measure for protecting the boundaries of the adjoining buildings will need to be considered
- Ensuring adequate site security to prevent unauthorised access to the sites in general and in particular preventing unauthorised access to any scaffolding.

3.1.2 Scaffolding Requirements/Working at Height

The Principal Contractor must allow for the provision of suitable access equipment to facilitate the work being undertaken.

All working at height shall comply with the Work at Height Regulations 2005 and be risk assessed prior to commencement. All work will be accessed and carried out from safe working platforms, mobile towers or ladders. Fixed scaffold must be erected by a competent scaffolding company.

All scaffolds shall be inspected by a competent person before the start of any activities on the access platform, subsequently all scaffolds erected for longer durations must be inspected every 7 days, or more frequently if adverse weather condition dictate the need to do so.

All ladders shall be stood on firm ground and securely tied at their landing position or footed while being secured. All ladders are to be removed from scaffolding when not in use and at the end of each working day. **The use of Ladder guards are not permitted.** This must be checked by the Principal Contractor at the end of each working day.

All Scaffolds shall be TG20:21 compliant and once erected shall be accompanied by a TG20:21 compliance sheet and a handover certificate signed by both the scaffolding company's representative and the PC's site manager. Prior to erecting any scaffolding, the area must be fenced off to provide a safe working area and restrict access to the area.



In cases where an independent scaffold is not appropriate, all scaffolding shall be by design, with the design provided and accepted by the client before erection. This design will form part of the provided risk assessments and methods statements provided by the scaffold erection company.

All scaffolding is to be fully netted for the duration of the works and consideration given to preventing un-authorized access from within the buildings and externally. Due consideration should be given in ensuring that the work area is made safe and in particular that suitable barriers and scaffolding arrangements are put in place to prevent falls from height.

This work will be fully risk assessed prior to commencement. All workers must be trained, (as a minimum), in working at height. Working at Height toolbox talks are to be undertaken before commencing working at height.

Ensure that the prevailing weather conditions have been taken into consideration when starting the work.

3.1.3 Surrounding Land Uses and Related Restrictions

The properties included in the project, are located in residential housing estates in local communities. The properties are located in the Borough of Torfaen in the following towns:

- Blaenavon
- Pontypool
- Cwmbran

Certain properties will be located near to local schools, shops, public houses and playing areas. Some properties will be built on flat level ground and some on sloping ground. The properties vary in height from two storeys up to 20 storeys in the Tower Block in Cwmbran. Parking may be an issue in certain areas of the borough and vehicles should be parked in designated parking areas where possible. Vehicles must not be parked on grassed areas or pavements. Consideration should be given to restricting the number of vehicles on site where possible. Care should be given when manoeuvring or reversing vehicles as children may be playing nearby.

Consideration should be given to respect neighbouring private properties and the local communities, where the properties are located.

The Principle Contractor will have to make themselves aware of the various public amenities and related restrictions within the surrounding roads prior to works commencing on site.

3.1.4 Service Locations

The Principal Contractor is to identify all services such as overhead cables, satellite dishes, aerials and electrical supplies and ensure that if necessary, they are protected or removed and replaced after the duration of the works. Tenants must be communicated with prior to



any disruption of electrical or gas supplies and the Principal Contractor will be liable for any damage caused to such services. Any disruption to tenants will be resolved before leaving the property.

To enable the safe replacement of the electrical installation, the Principal Contractor will be responsible for arranging at their cost, the installation of a 100 Amp double pole isolation switch at the origin of the installation. This should be undertaken by the DNO, Western Power Distribution (National Grid) or their representative. Works shall not commence on site until this has been completed. Service cut outs and meter seals should not be tampered with by anyone, except the DNO.

3.1.5 Vibration Control

There is concern over the effect that prolonged and regular exposure to high vibration levels can have on the user. Collectively the effect is known as “Hand/Arm Vibration Syndrome” or HAVS. Probably the most widely known form of injury is “Vibration White Finger” or VWF. This is a blanching of the fingers caused by an impaired flow of blood to the blood vessels in the finger.

The principal causes are the prolonged and regular use of powered vibrating tools, such as concrete breakers, angle grinders, hammer drills etc. Vibration in the frequency range of about 2Hz to 1500Hz is considered damaging, with the range 5Hz to 20Hz having the highest potential to cause injury.

The risk depends on BOTH the level of the vibration and HOW LONG people are exposed to it i.e. a daily vibration dose, which is similar to the daily noise dose imposed by the Noise at Work Regulations 2005.

Important Note:

A person's DAILY VIBRATION EXPOSURE (or A (8) value) is obtained from the vibration magnitude (i.e. the weighted acceleration in metres per second squared, m/s^2) and the exposure duration.

This value can then be compared with the HSE's ACTION VALUE LEVEL, where exposures regularly reach this level, a program of preventive measures and health surveillance is recommended. All tasks that involve the use of vibration generating equipment shall be risk assessed accordingly with suitable controls in relation to vibration exposure reduction implemented.

All contractors, (where appropriate), will demonstrate how they intend to monitor vibration exposure within their provided risk assessments and methods statements and, (in the case of the principal contractor), within the provided Construction Phase plan. The client will expect the monitoring regime to be implemented, and this will be monitored by the client during formal site inspections.

3.1.6 Hot Working

All efforts shall be made by the Principal Contractor to find an alternative method of working that does not involve the use of heat to undertake any task. Additionally, efforts are to be



made to alternative working methods which will eliminate the risk of using a methodology of works which will generate heat. In the event that the use of heat or the generation of heat is unavoidable the Principal Contractor will ensure that:

- The Principal Contractor will abide by the organisations policy on 'Hot Works'.
- The Principal Contractor shall make use of a 'Permit to Work' system when adopting any hot works and this system will be reviewed by the organisation prior to commencement to ensure its suitability.
- All operatives undertaking any 'Hot works' shall be fully training in the task and any equipment that may be used as part of the process, (confirmation of training will be required as part of the CPP, (construction phase plan)).
- A suitable 'Fire safety Plan' will be provided and implemented by the Principal Contractor in the event of 'Hot Working' being undertaken. This 'plan' shall form part of the CPP and will be subject to approval from the Organisation following review.

3.2 Health Hazards

3.2.1 Asbestos

Asbestos refurbishment surveys of the properties are mostly available within Appendix 7 of the tender documentation. Where asbestos refurbishment surveys are not available then they will be made available before works start on site.

Asbestos products have been identified in the textured coatings to ceilings and in some of the vinyl floor tiles and adhesive. There may also be asbestos containing materials in soffits and some meter cupboards, typically on the ceilings or backs of doors.

Any additional Refurbishment & Demolition Asbestos surveys or sampling are to be instructed by and carried out on behalf of the client.

Any available asbestos refurbishment surveys of the properties included as part of the project will be provided prior to works starting on site.

Even where no ACMs are recorded, it is possible that ACMs may still be present, and the principal contractor must implement an appropriate control regime and ensure that all operatives are made aware of what measures to take should suspect ACMs be discovered.

Should the contractor encounter material that may be an ACM work is to cease immediately, the area made safe as far as reasonably practical, and the Client and Principal Designer must be informed.

Removal works or encapsulation must be completed before other works are commenced. Details of the completion, removal and disposal together with records of the air monitoring/clearance certification are to be recorded in the Health & Safety File.



Any identified non-licensed materials that required removal either as a result of construction phase or in the case of being encountered must be undertaken by suitably qualified 'Cat B' trained asbestos operatives and all works will be supported by an appropriate Plan of Works and risk assessments & method statements.

Should any licensed asbestos removals be required as part of the works this must only be carried out by a competent and suitability licensed asbestos removal contractor.

Confirmation of training will be required as part of the submitted Construction Phase Plan and details of completion, removal and disposal together with records of the air monitoring/clearance certification are to be recorded in the Health & Safety File.

The Principal Contractor must ensure that all operatives on site have adequate asbestos training as required by Regulation 10 CAR 2012. The required levels of UKATA training are as follows:

- Asbestos Awareness – Minimum level for all operatives working on site.
- Non-licensed and notifiable non-licensed works, formally known as Cat 'B' Training – Minimum level for any persons working on or removing un-licensed non-notifiable asbestos containing materials.

The Principal Contractor will have to be vigilant as the works progress to ensure that any asbestos or other deleterious materials affecting the work are identified. The contractor must operate to the requirements of the Health and Safety at Work Act etc.1974, Control of Asbestos Regulations 2012, COSHH Regulations 2002, and Hazardous Waste Regulations.

The Principal Contractor must inform Bron Afon Community Housing if any materials are identified which the contractor suspects may contain asbestos. The Principal Contractor must assume that any materials not identified in the asbestos register contain asbestos. These suspicious materials are not to be disturbed until an investigation to identify the nature of the material has been carried out.

3.2.2 Storage of Hazardous Materials

Where possible, materials are to be brought to site as required each day, to minimise storage. Any storage areas are to be confirmed and agreed with the client and sited to minimise double handling.

Any containers used as material stores, are to be of a high security type, and materials & tools etc. stored on site are to be kept to a minimum for security reasons.

The Manufacturers or suppliers COSHH and Safety Data Sheets for all materials and products, should be obtained and the appropriate precautions observed prior to use.

The Principal Contractor must make allowances for the removal and safe disposal of all hazardous substances that may be encountered during the course of the project.

The Principal Contractor's attention is drawn to the Health and Safety Management required in execution of the following use and storage of materials:

- Paints and Preservatives



- Solvents and sealants
- Flammable Liquids/ gases
- Asbestos
- Lead paint
- Man-made mineral fibre
- Drug paraphernalia

Note: The above list is not exhaustive.

3.2.3 Carbon Monoxide and Flue Terminals

The Principal Contractor will be responsible for ensuring that precautions are put in place to ensure that any works being undertaken within 1m of a horizontal flue, chimney or vent that is provided for ventilation for a gas appliance or within 3m of a vertical or open flue that may be disturbed during the works. Gas, oil or solid fuel appliances must be isolated prior to commencement of any work near to or around flues. Isolation of heating systems during the winter months should be kept to a minimum and temporary heating must be provided where necessary for tenants whilst their appliances are isolated.

Isolation or works to any gas, oil or solid fuel appliances, should only be undertaken by a Gas Safe registered engineer, with the relevant competencies to do so.

3.2.4 Spread of Diseases e.g. coronavirus

Considerations need to be adopted to prevent the spread of the disease.

Residents may be self-isolating or shielding themselves as a result of underlying health issues. This will need to be taken into consideration when planning and delivering the works.

Suitable safe working practices will need to be implemented to protect both the work force and residents whilst works are being undertaken on site. This should include adhering to safe distancing recommendations and the use of suitable PPE. In addition to this, good housekeeping and personal hygiene will need to be maintained at all times.

Government and the World Health Organisation (WHO) advice should be considered best practice and adhered to whenever possible.

Regular communication with residents will play an important part in ensuring that their individual circumstances are taken into consideration.

This should be verbally by telephone, in writing or digitally communicated by email or text. Direct contact with residents should be avoided whenever possible, as limiting the need and amount of access to properties is vital in preventing the spread of the disease.

Section 4.0: Significant Design and Construction Hazards

The main construction issues that this project sets out to address are:

- Ensuring the continuing electrical safety of the electrical installations to each property
- Improving fire and gas safety by the installation of additional smoke and carbon monoxide detection
- Ensuring compliance with modern standards and reducing the risk of electric shock or fire

Significant design assumptions and suggested work methods, sequences or other control measures

- Where the Principal Contractor, sub-contractors and others (nominated suppliers, artists, tradesmen etc) have a design input into elements or components of the works, their duties under the CDM Regulations are the same as any other “designer”.
- They shall give the same due consideration to their designs in terms of health and safety and follow the same procedures of hazard identification and risk assessment as required of all designers within the CDM Regulations 2015 and the Approved Code of Practice.
- The Principal Contractor shall be responsible for preparing a list of parties with design input; “design” as defined in the CDM Regulations 2015. Contact names, addresses, telephone and fax numbers shall be given to the Principal Designer

Arrangements for co-ordination of ongoing design work and handling design changes.

The following procedures must be observed where unforeseen eventualities during project execution result in substantial design changes which might affect the allocation of health and safety resources:

- Any substantial design changes shall be examined by the designer(s) for health and safety implications, hazards identified, risks assessed, and consideration given to avoiding, minimising or controlling risks in accordance with CDM Regulations and HSE guidance L153.
- Details of proposed substantial design changes must be submitted to the Principal Designer to ensure compliance with the regulations.
- The Principal Contractor, and where applicable the sub-contractor, shall re-examine the health and safety implications of any substantial design changes and implement all necessary measures to deal with those changes.
- Non-design generated work/site developments (which had not or could not have been envisaged) necessitating a revised approach, must be evaluated by the designer(s) health and safety risk management.



- Any unforeseen eventualities affecting the design or the information provided in this Health and Safety Plan that arise during project execution shall be immediately notified to the Principal Designer and then incorporated into the Plan by the Principal Contractor.

Information on significant risks identified during design.

- There are a number of key elements of the design which are relevant to health and safety during work activities. These are included in Section 6 to this plan.
- Those undertaking the design of this project are required to ensure, so far as is reasonably practical, that adequate consideration has been given to avoiding or minimising risks.
- It is important that the nature of the site and all local conditions and restrictions likely to affect the works have been ascertained prior to commencement, the contractor is advised to visit the site to satisfy himself of these conditions.
- The accuracy of dimensions scaled, or levels shown on any drawings supplied with the contract documentation, or any subsequently issued drawings is not guaranteed.
- Any work carried out to, or which affects new or existing services must be in accordance with the Bye Laws or Regulations of the relevant Statutory Authority.
- Accept responsibility for the stability and structural integrity of the works during the contract, and support as necessary.
- No unusual or hidden risks to health and safety have been communicated to the Principal Designer beyond those normally associated with this type of work.

Materials requiring particular precautions

- The hazards identified within this document are or may be present on site. The accuracy and sufficiency of this information is not guaranteed by the Client.
 - Asbestos containing materials, such as soffits, fascia, under cloak may be present and any information regarding this is contained in any refurbishment surveys.



Section 5.0: The Health and Safety File

As the project progresses the Principal Contractor is required to collect the following information (where necessary), which could be beneficial to those who will be involved in future construction work. Therefore, all relevant information relating to the project should be gathered and stored in readiness for inclusion into the Health & Safety file. This should be kept in the agreed format contained in Appendix 5 of the tender documentation. This information must be made available prior to Practical Completion being issued for the project. This is a requirement of regulation 12 (5) of the Construction Design Management Regulations 2015 and should contain sufficient depth and breadth of Health & Safety information to enable future maintenance, cleaning, alterations, refurbishment or demolition to be carried out safely.

1. A brief description of the work carried out, including property addresses, subcontractor, supplier's details and materials used.
2. Residual hazards and how they have been dealt with e.g. surveys or other information concerning asbestos, contaminated land, buried services, etc.
3. Any key structural principals incorporated into the design of the works
4. The nature, location and marking of significant services, including underground services, gas supply that may be encountered as part of the works process.
5. All relevant compliance certification.

Before the issue of the Practical Completion Certificate, the Principal Contractor must ensure that all such information has been supplied by themselves and their subcontractors, to the satisfaction of the Construction (Design and Management) Regulations 2015. Also to satisfy the client that any technical specifications have been adhered to and warranties and guarantees issued by the relevant system manufacturer on completion of the works.

SECTION 6 - HAZARD ELIMINATION SCHEDULE

Project No: BAF26003

Project Name: Electrical Rewires 2026-27

Revision: 1.0

Date: 17/02/2026

	Hazards identified and Risk details	Date Added	At Risk E = End User C = Contractor P = Public Env = Environment CL = Client	Design Stage risk management	Control Measure required	Risk Rating	Owner	Further Action required	PD Comments
1.0	Existing Site Features/ Site Wide Elements								
1.1	Existing Services; Fire, Explosion, Electrocutation, Loss of power, Loss of communications.	17.02.2026	C, CL	Information on the location of the existing services may be required. It has been identified that some properties have TV/Satellite cabling within their vicinity. There may be overhead electrical cables and phone lines to some of the properties included in the project.	'Dealing with services' risk to be included within the provided CPP. Services, where identified, to be clearly marked on site and protected if required.	Med	C	Yes	Information with regards to telecommunication services to be provided within CPP and
1.2	Neighbouring buildings - Effect on traffic, parking & pedestrians. Vehicle collision, Risk to pedestrians/ cyclists, reversing vehicles.	17.02.2026	C, CL, P	Access routes to the majority of the properties are generally good, although there are narrow streets in some places. There are also some restrictions from street parking and narrow roads. Parking and storage areas may be limited.	Traffic control measures required within the CPP from PC.	Med	CL	No	
1.3	Asbestos - Presence of asbestos in existing structures. Uncontrolled fibre exposure	17.02.2026	C, P & CL	Refurbishment or management asbestos surveys, may be available, although asbestos containing materials embedded in the building fabric or used as packers may not have been identified.	Provision of all available asbestos data to PC. Possible that additional samples or surveys may be required to any suspect materials	High	C	Yes	Ensure appropriate information is supplied
1.4	Residential site – All properties will remain in use while works are undertaken. Traffic & parking near construction activities. Public and residents in close proximity to construction activities.	17.02.2026	E, P, C & CL	Ensure information and requirements for end user/ public protection and site restrictions are included within the PCI. Restrict number of vehicles on site where possible. Segregate work area from residents and members of the public, using barriers.	Protection of public and workforce to be addressed within provided CPP and RAM's	Med	CL, C	No	
1.5	Unauthorised access to properties and scaffolding	17.02.2026	P,C,& CL	Some properties are located close to local shops, public houses and parks & play areas, there may be numbers of youths/ pedestrians in certain areas. Scaffold to be kept to a minimum and only required for short durations.	Ladders to be removed when not in use, ladder guards not to be used. HERAS fencing must be fitted around the perimeter of any scaffolding.	Med	C,CL	Yes	Engage with community housing & safety team

o	Hazards identified and Risk details	Date Added	At Risk E = End User C = Contractor P = Public Env = Environment CL = Client	Design Stage risk management	Control Measure required	Risk Rating	Owner	Further Action required	PD Comments
2.0	Design								
2.1	Fire: Risk of fire within properties when scaffold or access equipment is erected	17.02.2026	E,C	Scaffold design provisions should be made to allow for an openable window on 1 st floors and above to allow for exit and emergency services in case of fire. Scaffolding only required for installation of some flues.	PC to design scaffold structure to allow openable window for fire exit on the 1 st floors and above.	Low	C	No	
2.2	Residents - Possible difficult residents. Anti-social actions/ activities. Violence	17.02.2026	C, CL	Refer to client WARN database. Although this wouldn't cover any local residents in the vicinity.	Client to provide updated caution list.	Med	CL	Yes	Ensure information provided is current
2.3	Heavy materials - requiring manual handling. MSI related injuries	17.02.2026	C	Specify lighter alternatives if possible. Use of mechanical handling devices where possible.	Arrangements for Manual handling on site to be detailed within the CPP	Med	C	No	
2.4	Working at Height - during construction phase. Falls from height. Falling objects and materials	17.02.2026	C, P, E	Design to remove the requirement for working at height where possible. Due to the nature of the project, this is not possible. Work area to be segregated and access restricted.	Working at height arrangements to be included within the CPP.	High	CL, C	Yes	Ensure, where possible design and methodology reduces the requirement for working at height.
2.5	Muscular Skeletal injuries, from twisting, lifting and overreaching, due to lifting and fitting products.	17.02.2026	C	Ensure suitable access equipment is available when working at height. Ladders only to be used for short durations, less than 30 minutes, with three points of contact.	Ensure suitable safe system of work in place and followed.	Low	CL, C	No	
2.6	Disturbance and working near to chimneys or flues, carbon monoxide poisoning, asphyxiation	17.02.2026	E, C	Ensure when required that any boilers are isolated if working near to any live flues.	Ensure confirmation by suitably qualified gas safe engineer that flues have been isolated, if necessary.	Medium	C, CL	Yes	Ensure all relevant paperwork is provided by contractor, following the works.
2.7	Damaging ceiling when loft space exposed, release of asbestos fibres in textured coatings	17.02.2026	C, E	Ensure suitable RAMs are in place. Asbestos surveys or sampling. Use of Bostik ET-150 or PVA to seal area.	Specific RAMs to be in place.	Medium	C	Yes	Ensure suitable RAMs are in place.
2.8	Respiratory diseases, from silica dust, mineral and glass fibre insulation, particles.	17.02.2026	C	Ensure suitable ventilation and dust extraction devices are used. Use of suitable PPE & RPE is essential.	Specific RAMs to be in place.	Medium	C, CL	Yes	Ensure suitable RAMs are in place.

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3.0	Construction Phase								
3.1	Construction Vehicles - Access & egress from site using public highways/ public roads. Vehicle collisions. Conflict between vehicles, pedestrians and cyclists. Reversing vehicles	17.02.2026	C & P , CL	Some areas have narrow residential roads. Limit number of contractor vehicles on site, designated parking areas. Cars parking on pavements due to limited parking, may obscure view of pedestrians and drivers.	Traffic control measures required within the CPP from PC	Med	C	Yes	Traffic management plan required
3.2	Working at Height - during the construction phase. Falls from height, falling objects, tools or materials.	17.02.2026	C, E & P	Design to remove the requirement for working at height where possible. Due to the nature of this project this is not possible. Suitable access arrangements to be in place. Area below to be segregated from residents and members of the public by use of suitable barriers. Signage to be used.	Working at height arrangements to be included within the CPP. Alternatives to working at height to be investigated. Toolbox talks on working at height/training. Ensure scaffolding inspections take place where used. PASMA trained operatives.	Medium	C	Yes	Ensure, where possible design and methodology reduces the requirement for working at height where possible.
3.3	Clash of operations with maintenance contractors and repairs team.	17.02.2026	C & CL	Ensure all relevant parties are informed of project in advance. Compliance with programme of works, repairs staff or other contractors may also be working in properties.	Programme of works to be provided and adhered to.	Med	CL	Yes	Information with regards to service to be provided within PCI and
3.4	Site storage areas - Insufficient storage facilities for site materials due to geological spread of properties. Falls from height, falling objects. Slips, trips & falls.	17.02.2026	C, & P	PC to consider materials required and ensure suitable storage facilities are available on site if required. Materials to be brought to site, as and when required. Good housekeeping. Promote use of local suppliers.	Storage arrangements to be included within the CPP if deemed necessary.	Med	C	Yes	Equipment & Materials storage to be detailed within the CPP provided by contractor
3.6	Unauthorised access to scaffolding, risk of falling from height.	17.02.2026	P,E	As the properties will be occupied for the duration of the works, access will need to be maintained to all entrances to properties. Scaffolding should only be required for short durations, use of mobile towers with PASMA trained operatives.	PC to formulate action plan to ensure the continued security of properties for the duration of the project. Use of Heras fencing and barriers.	Medium	C	Yes	CPP and RAMS to reflect how the site will be secured.

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3.7	Fire: Risk of fire within properties when scaffold is erected. Risk of burns.	17.02.2026	E	Check any scaffold is not blocking any windows or doors which may be used as a fire or emergency exit. Clients Scaffold policy and procedure supplied within PCI.	PC to install scaffold structure to allow emergency exit to an upstairs window. in case of a fire	Low	C	Yes	Scaffold design to incorporate allowance for an openable upstairs window
3.8	Disturbance of asbestos containing materials, asbestos related diseases.	17.02.2026	C,P, CL, Env	Asbestos that has already been identified during asbestos surveys to be highlighted within PCI and disturbance kept to a minimum, unless deemed necessary to remove it. Additional surveys/sampling may be required. Operatives to have asbestos awareness training.	PC to commission specialist asbestos removal contractor if necessary. Compliance with asbestos regulations and ACOPs.	High	C	Yes	Specific RAMS to be provided by asbestos removal contractor.
3.9	Drilling and fixing though textured coatings, release of asbestos fibres, asbestos related diseases.	17.02.2026	C, E, P	Ensure contractors have Cat A training and where required Cat B. Ensure compliance with control of asbestos regulations 2012 and ACOPs.	Ensure asbestos essentials A6 is complied with, monitoring and supervision of works.	Medium	C	Yes	Specific RAMs to be provided.
3.10	Dust Created. Risk of uncontrolled amounts of hazardous dust created resulting from works undertaken, respiratory diseases, silicosis.	17.02.2026	E, C, P	Methodology of works and dust suppression to be included within CPP request. Design to include the reduction of cutting of materials on site where possible. Consideration to be given to residents living in properties.	Ensure dust suppression is included within CPP and RAM's. Ensure correct PPE & RPE is used during cutting and drilling operations.	Low	C, CL	No	
3.11	Biological risk of contracting and spreading the disease.	17.02.2026	E,C,P, CL	Avoid un-necessary interaction with residents and the public. Adopting government guidelines on safe distancing and industry best practice.	Ensure a suitable safe system of works are developed and implemented.	Medium	C, CL	Yes	Specific RAMS to be developed and reviewed by client.
3.12	Severe cuts and lacerations from sharp edges, glass and using knives and saws.	17.02.2026	C	Ensure suitable gloves are used when using knives & saws and handling glass. Ensure any spoil with sharp edges is double bagged and disposed of.	Safe systems of the work to be implemented.	Med	C	Yes	Review RAMs to ensure suitable for task.
3.13	Toxic fumes from using adhesives and sealants, respiratory disease and irritation.	17.02.2026	C,CL,E	Ensure less harmful products selected at design stage and information contained in COSHH assessments reviewed. Ensure area is well ventilated and masks worn as necessary.	Ensure PPE worn as indicated in manufacturer's instructions. Ensure work area well ventilated	Med	C	Yes	Review RAMs to ensure suitable for task.

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3.14	Electricity, working near to electrical systems in properties. Electrocutation, electric shock & burns. There may be extract fans fitted in windows.	17.02.2026	C, E	Ensure electrical supplies are isolated, locked off and tested prior to working near to them. Main supply cables may be run through doors or window frames and will need to be relocated.	Suitably qualified 18 th edition accredited operatives to be used. No LIVE working permitted. Liaise with WPD where necessary.	Med	C	Yes	Provide proof of qualifications and membership of approved scheme
3.15	Cuts and abrasions from grinding and cutting operations.	17.02.2026	C, E	Where possible set up designated area outside of properties. Ensure area is well lit and ventilated and segregated from the public.	Use of suitable PPE & RPE, including gloves, goggles and ear defenders.	Low	C	Yes	Review RAMs to ensure suitable for task.
3.16	Presence of insect nests in cavities/fascias/roofspaces. Bites and stings, anaphylaxis shock.	17.02.2026	C, E	Look for signs of nesting insects prior to removal of doors or windows. Communication with tenants. Stop works and contact pest control company as necessary.	Ensure works stop until infestation treated. Use of PPE.	Low	C	No	
3.17	Construction dust, created when cutting or drilling.	17.02.2026	C, E	Use of specialist dust extraction and ventilating areas, minimise the use of powered saws where possible. RPE to be used.	PPE and RPE to be available and used. Dust suppression.	Low	C	Yes	Review RAMs to ensure suitable for task.
3.18	Drilling operations, risk of entanglement, snatching of drills, damage to limbs or hands.	17.02.2026	C	Ensure drills have clutches and are regularly inspected, long hair to be tied back and loose clothing shouldn't be worn when carrying out these operations.	Use of PPE, overalls, safe working practices.	Low	C	No	
3.19	Use of power tools for drilling, cutting, chasing, electric shock, burns.	17.02.2026	C	Ensure power tools are PAT tested. Use of battery tools where possible, ensure chargers are inspected and tested. Tools to be in good condition and fit for purpose.	Ensure tools have PAT test labels or regime in place for PAT testing.	Low	C	Yes	PAT testing records to be supplied.
3.20	Noise from drilling, cutting and grinding, damage to hearing.	17.02.2026	C, E	Ensure PPE is used, ear defenders, limit duration of operations. Ensure tools are in good order and fit for purpose. Isolate residents from work area.	Testing and inspection regime for tools, use of PPE.	Medium	C	Yes	Review RAMs to ensure suitable for task.
4.0	Maintenance & Cleaning								

o	Hazards identified and Risk details	Date Added	At Risk E = End User C = Contractor P = Public Env = Environment CL = Client	Design Stage risk management	Control Measure required	Risk Rating	Owner	Further Action required	PD Comments
4.1	Possible use of toxic substances or irritants during cleaning, such as the use of detergents. Skin and respiratory conditions.	17.02.2026	CL, P, Env	PC to ensure that all COSHH details are provided within the H&S File data. COSHH assessment to be undertaken of all substances needed for maintenance purposes.	Consideration of substitution with less hazardous products if possible.	Med	CL	Yes	PD to review H&S file data provided.