

PRE CONSTRUCTION INFORMATION PACK

Kitchen, Bathroom & WC Replacement Project

Prepared by Paul Jones, Project Manager





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Introduction

The Pre-Construction Information Pack is intended to raise particular hazards or risks as are evident to the Bron Afon Community Housing (BA) from the documents available at the time of the preparation. It also outlines relevant information to assist in the management of health & safety on this project.

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.

The Principal Contractor's Construction Phase Health and Safety Plan must set out the arrangements for managing the health and safety of everyone carrying out the construction work and all others who may be affected by it.

As well as outlining the arrangements for the management of health and safety of the general construction work, it must also detail the arrangements for the management of the hazards and risks specifically listed in this Pre Construction Health and Safety Information Survey. Health and safety must be monitored throughout the project to ensure that the plan is being followed and is effective.

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

Where applicable the initial F10 notification will be submitted to the HSE via its online web site by BA as 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

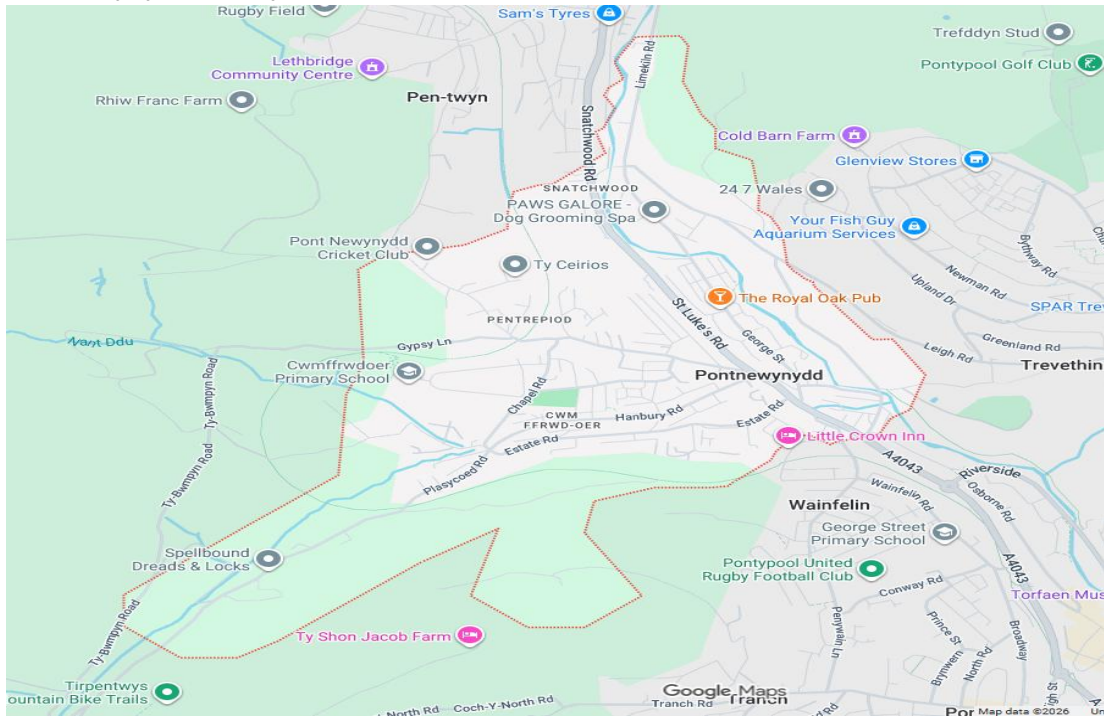
1.1 Contract Directory

DISCIPLINE	CONTACT
CLIENT	
Bron Afon Community Housing Williams Brown Close, Llantarnam Industrial Park, Llantarnam, Torfaen, NP44 3AB	Contact: Paul Jones Mob: 07929 067076 Email: paul.jones@bronafon.org.uk
PRINCIPAL DESIGNER	
Bron Afon Community Housing Williams Brown Close, Llantarnam Industrial Park, Torfaen, NP44 3AB	Contact: Paul Jones Mob: 07929 067076 Email: paul.jones@bronafon.org.uk
Principal Contractor	
To be awarded	Contact: Mob: Email:
Site Contract Administration	
Bron Afon Community Housing Williams Brown Close, Llantarnam Industrial Park, Torfaen, NP44 3AB	Contact: Steve Davies Mob: 07805 802136 Email: steve.davies@bronafon.org.uk
CUSTOMER LIAISON OFFICER	
Bron Afon Community Housing Williams Brown Close, Llantarnam Industrial Park, Llantarnam, Torfaen, NP44 3AB	Contact: Cherelle Smith Mob: 07483 353702 Email: cherelle.smith@bronafon.org.uk
HEALTH & SAFETY EXECUTIVE	
Government Buildings Phase 1, Ty Glas, Llanishen, Cardiff, CF14 5SH	Tel: 0845 300 9923

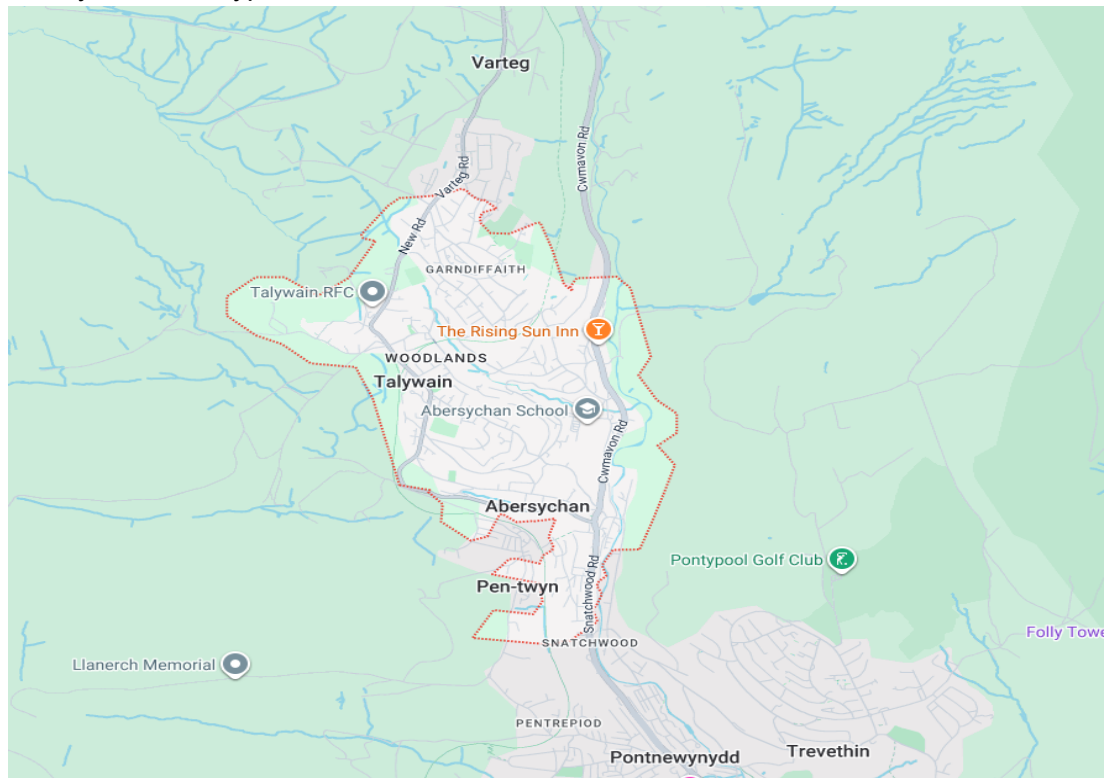
1.2 Project Location/Site Addresses

The properties are located throughout Pontnewynydd, Abersychan, Trevethin and Blaenavon areas of Pontypool, in the county borough of Torfaen, South-East Wales, map of area below.

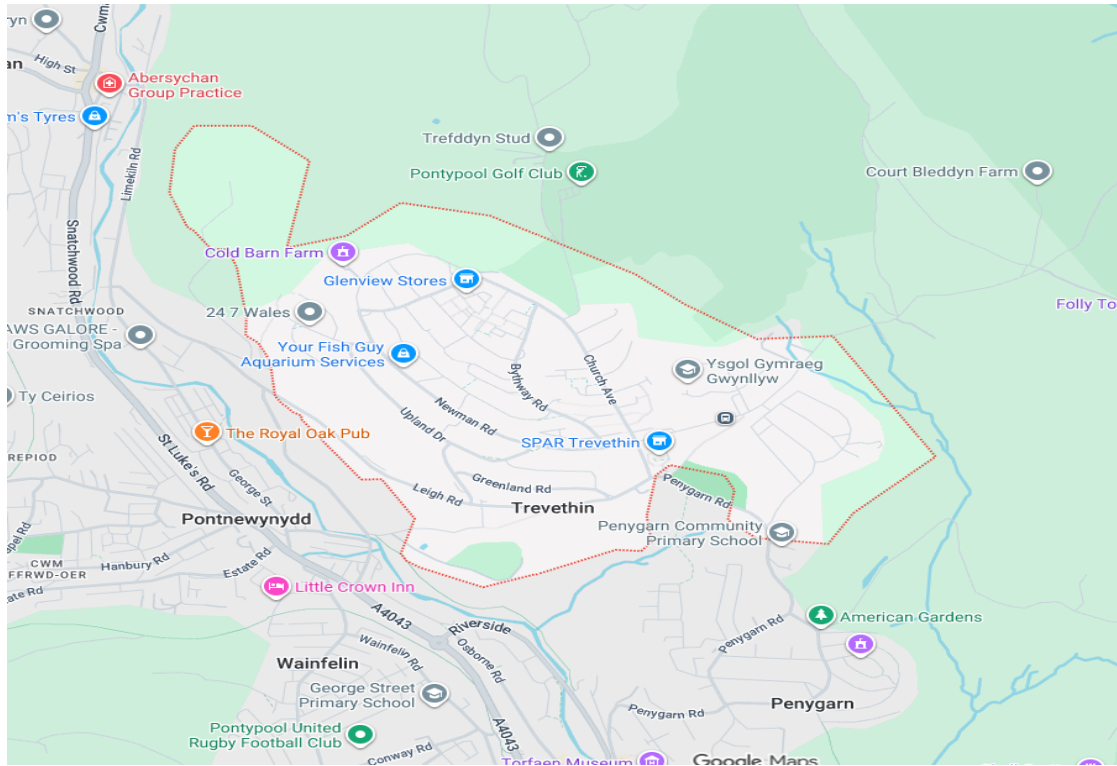
Pontnewynydd, Pontypool.



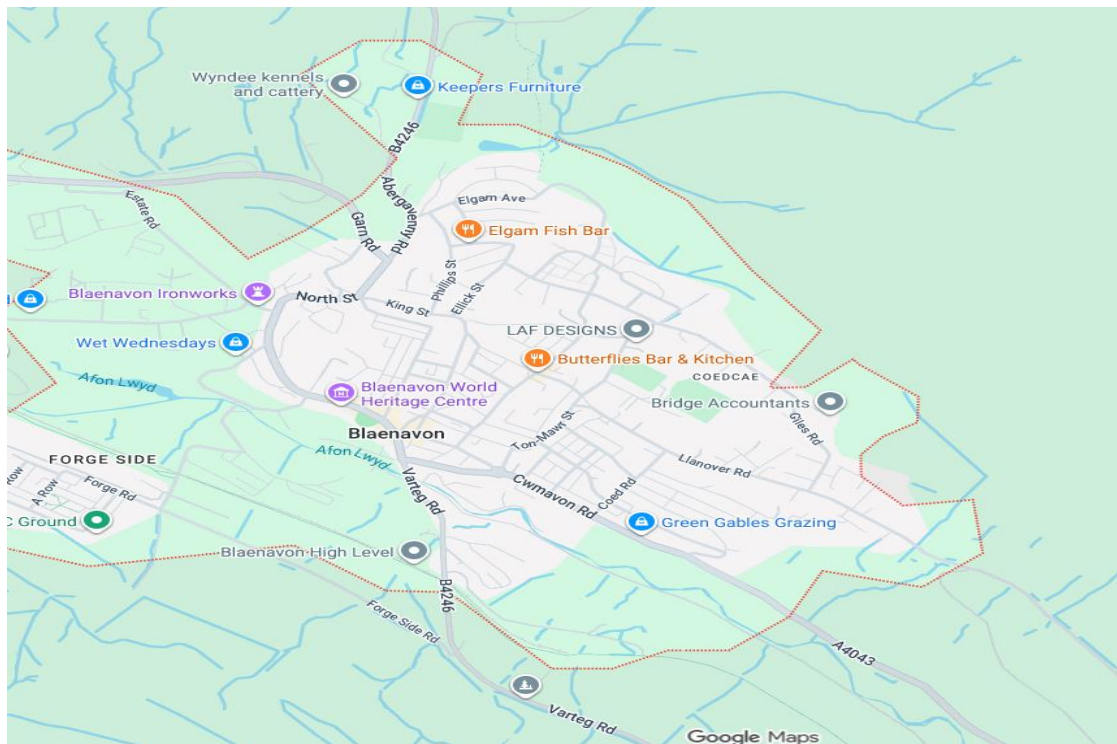
Abersychan, Pontypool.



Trevethin Pontypool.

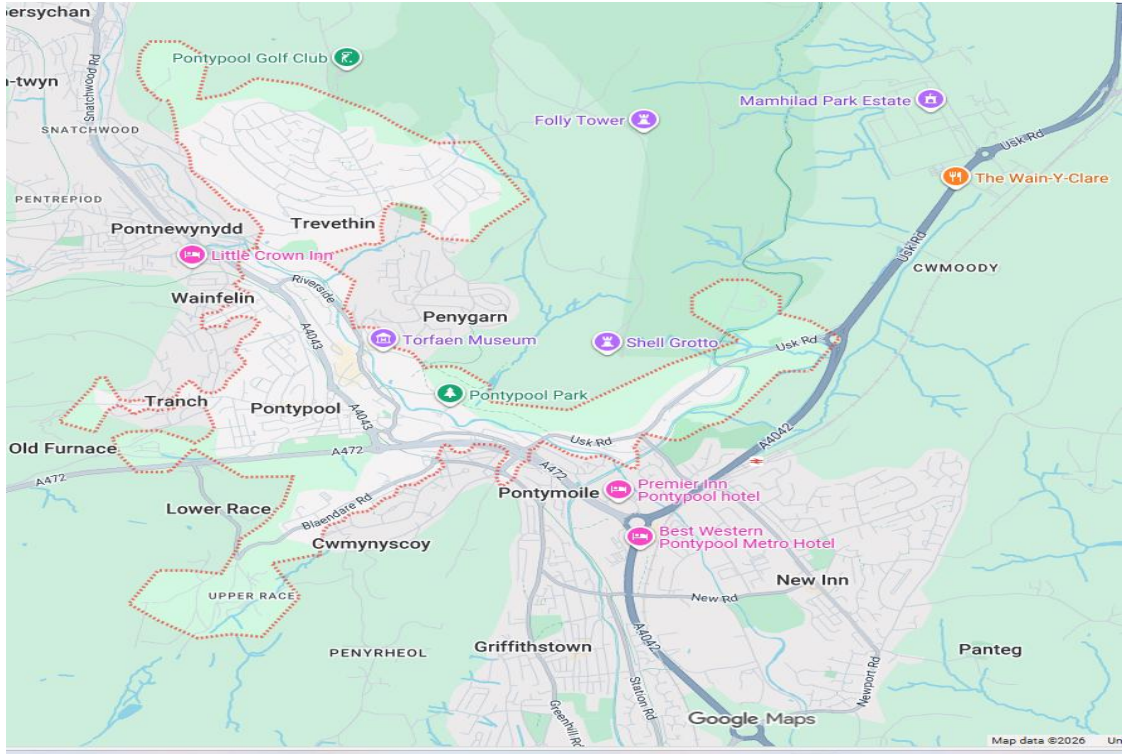


Blaenavon, Pontypool.

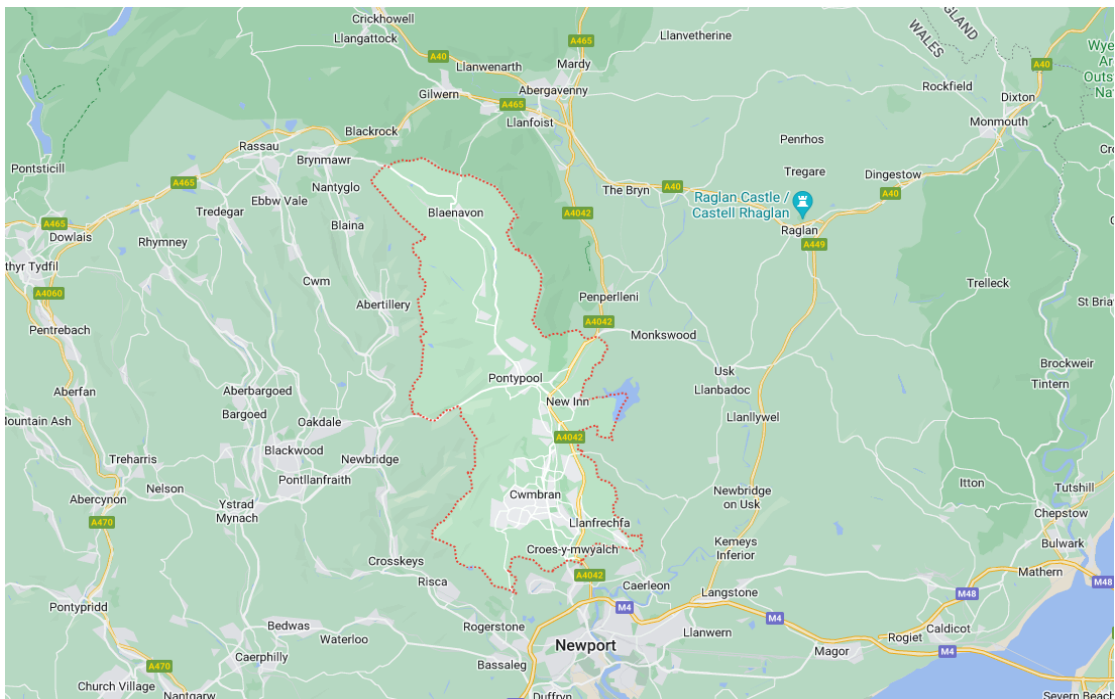




Pontypool.



Torfaen County Borough.





1.3 Nature of Construction Work as Proposed

Replacement of existing kitchens and associated works, with the replacement of the WC & bathrooms to specific properties as required, works dependant on independent property scope.

The precise work to be undertaken is listed in the pricing schedule located in Appendix 3 of the tender documentation. These should also be read in conjunction with the specifications and the Scope of Works contained in Appendix 6 and kitchen layout plans contained in Appendix 7.

1.4 Timescale of Pre-construction Phase

The project was initiated in January 2026 and is due to commence in June 2026. A period of 6 months has been allowed for the Pre-construction phase.

1.5 Timescale of Construction Phase

The commencement date is primarily the 8th June 2026, if a start date can be implemented sooner, we require the Principal Contractor to advise the Client/Principal Designer of this date at the Pre-Start meeting to be confirmed following confirmation to the successful contractor. This is a 2 Year with the option to extend for a further 1-year Measured Term Contract with project end date of 31st March 2029.

1.6 Principal Designer

Paul Jones – AS & I – Project Manager
Email: paul.jones.patterson@bronaon.org.uk
Tel: 07929 067076

1.7 Pre-Contract Administration

Paul Jones – AS & I – Project Manager

1.8 Site Contract Administration

Steve Davies – AS & I – Contract Surveyor
Email: steve.davies@bronaon.org.uk
Tel: 07805 802136

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.

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 has to 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) Site clearance.
- 2) Works (especially asbestos removal) in close proximity to occupied premises, and boundary walls.
- 3) Working on scaffolding.
- 4) Working near to gas and solid fuel flues.
- 5) Communication between surrounding residents, operatives and site management.
- 6) Traffic Management for deliveries of materials and removal of spoil from site.
- 7) Working near to live electrical services.
- 8) Working with cementitious silica-based products.

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 and any additional risk assessments applicable to the works being undertaken.

- Site set up including site security
- Working at height
- Overhead Work (Clash of trades) and protecting tenants/workforce and members of the public from falling debris
- Lifting heavy plant, equipment, and materials
- Person's tripping/slipping
- Manual handling
- Working on live services including gas and electrical services
- Scaffold
- Demolition
- Control of noise
- Control of dust
- Disposal of waste
- Protection of existing structures
- Working with or near fragile materials
- Storage of hazardous materials
- Fire
- Working with or the use portable generators

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

2.3 Induction & Security of the Site

- The Principal Contractor must adequately safeguard the site, 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 site, 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 site.
- Authorised people should have the relevant site rules explained to them and undertake any necessary safety induction training (e.g. fire procedures, evacuation procedures, first aid procedures, permit to work systems, accident reporting systems etc.) prior to accessing the site. A record of induction for individuals must also be made in the Construction Phase Health & Safety Plan.

- 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 fencing and site hoarding where possible as indicated in section 2.6 of this document. Consideration must also be made to accommodate any specific needs of residents living at the blocks.

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. Consideration should not be using any toilet or washing facilities within the individual properties.

- The Principal Contractor must make full provision / arrangements for site welfare facilities to be available for all of its site operatives and visitors.
- 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 where welfare provision is sited, how this will be managed and what type of welfare is to be utilised. The precise location of the welfare facilities shall be agreed between the client and Principle Contractor during the mobilisation phase of the contract.

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

All equipment and vehicles must be kept in a safe condition when not in use. All vehicles should have the keys removed when left unattended.

Evidence of operator training and plant testing must be kept on site for inspection during all phases of the works.

The Principal Contractor is to manage the various transport arrangements such as deliveries of materials and equipment. A Traffic Management Plan should be detailed in the Construction Phase Health & Safety Plan. This plan will need to be developed in phases to accommodate the different properties. Most of the roads around the site are in a residential area and have speed restrictions down to 20mph or 30mph.

A Banksman should be used to control vehicle movements such as deliveries, waste collection etc. as there are issues around parking on the roadways and third parties will be using the footpaths and roadways throughout the construction phase.

School times will also need to be taken into consideration when planning vehicular movements. Deliveries should be avoided between the hours of 8:30-9:30AM and 2:30-4:00PM where school routes are located.

2.6 Site Hoarding Requirements & Segregation of works.

The Principal Contractor must ensure that temporary wooden or steel hoarding is provided to all boundaries of the compound which do not already have permanent fencing. Where existing permanent fencing is to be utilised, they will have to ensure the integrity of the structure will not be compromised because of the demolition or subsequent redevelopment.

A sign is to place on the hoarding / Fencing of the site compound containing the contractors name, site managers name and contact details, out of hours contact details and additional emergency contact details deemed applicable.

The Principal Contractor must ensure that the work area is cordoned off from customers 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 hoarding or 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 many agreed 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. All risk areas shall be provided with overhead protection such as pedestrian tunnels, crash decks, fans etc. including lighting as appropriate.

2.7 Fire Precautions

- The Principal Contractor will develop site emergency procedures and plans.
- The completed emergency plan must be included in the Construction Phase Plan and be displayed on site. This must detail means of escape, location of equipment, assembly point etc.
- The Principal Contractor should include arrangements for updating the emergency procedures and plans where necessary.
- 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 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 are 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 site. The Principal Contractor is to nominate and manage designated smoking areas as necessary.

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 escape routes must be kept clear, and well lit. Daily monitoring of these exits must be undertaken.
- The Principal Contractor must outline and confirm the arrangements to address any access and egress restrictions the work may impose.
- All site operatives and members of the public 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 or involve the rescue of an injured person.
- A sufficient number of competent persons should be nominated to implement those procedures.
- When planning emergency procedures, escape routes and exits, etc. consider the type and location of work being undertaken, i.e. persons working in deep excavations and the number of persons, likely to be present on the site at any one time.
- 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 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

Note that the site location details must be updated within the Construction Phase Plan and ambulance service response times to the different site locations will vary. This should be incorporated into the Principal Contractor's first aid needs risk assessment.

The Construction Phase Plan must include confirmation of procedures for reporting accidents. The appointed Principal Contractor must ensure that they report all accidents and near misses to the Client at BA in addition to ensuring that that all accidents are recorded within the Site Accident Book or similar.

2.9 Contract Holder (Customer) Communication and Working On/Near Occupied Premises

Bron Afon expects the Principal Contractor's operatives to carry out works with respectfulness towards customers, 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.

The Construction Phase Plan must include arrangements for the control of third parties, including customers and children, entering the site areas or any relevant specific work areas within the site i.e. accessing scaffolding or areas near overhead works where falling object risks could exist. This may include physical barriers and signage as necessary.

Where contract holder issues are encountered the Principal Contractor must contact the BA Project Liaison Officer Cherelle Smith 07483 353702 in the first instance.

Outside of normal Bron Afon office hours (i.e. 17:00-08:00hrs) contact should be through BA's Customer Service 01633 620 111 who will direct issue to the Bron Afon out-of-hours Manager.

2.1.10 Waste Management

The Construction Phase Plan must include arrangements for suitable safe control & disposal of general waste. There is space within the area for the location of skips, though positions must be agreed with the Principal Designer and permits may be required from Torfaen County Borough Council. The Principal Contractor will be responsible for obtaining any permits that may be required.

Bron Afon's preference is for all waste to be removed at the end of each shift and that no skips are left on site.

2.1.11 Site compound and Storage of Materials

The construction Phase Plan must include arrangements for site compounds and storage of materials.

There are a number of locations within the area in which a compound or skips could be located. These must be agreed with the Principal Designer prior to work commencing.

Materials and equipment must be stored securely on site and not left in a condition where they could cause harm to tenants and other third parties.

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 shall be responsible for assessing each property on the works list prior to commencing work.

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 site in general and in particular preventing access to scaffolding

3.1.2 Scaffolding Requirements/Working at Height

The project involves significant elements of 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. 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 will 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.** The Principal Contactor will be responsible for carrying out checks on this.

All Scaffolds shall be TG21:13 compliant and once erected shall be accompanied by a TG21:13 compliance sheet. 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 scaffold 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.

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.

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 (persons or materials). Also, the provision of debris chutes should be used to remove waste material from the roofs. **Wherever possible scaffolding must be suitably fenced off and netted to prevent unauthorised access.** Consideration should also be given to preventing un-authorised access from within the buildings as well as externally.

No scaffolding is to be in place during the Christmas period. This is usually a two-week period each year. The precise dates will be discussed each year.

3.1.3 Surrounding Land Uses and Related Restrictions

The properties included in this project are likely to be occupied general needs housing or retirement housing. Therefore, the customers and the properties need to be taken into consideration, during the planning and execution of the works. This is to include deliveries and all routes of pedestrian access throughout the project and for the duration of the works.

The areas in which the properties are located are predominantly residential with local shops, public houses, schools, parks & playing fields near to many. The properties have independent pathways and doorways to the front and rear entrances of each property. The properties are located on flat and sloping ground and may have fencing or hedgerow boundaries to side and rear with a pedestrian pathway to the front of the properties.

The properties included in this project are in the county borough of Torfaen, South-East Wales in the following towns:

Blaenavon, Abersychan, Pontnewynydd, Trevethin and Pontypool.

Maps of each area and a full anticipated property listed is located in Appendix 6 – Property Locations & Maps

The roadways leading to a large majority of the properties will be narrow with limited parking.

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 Principal 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

There are different risks at each of the property addresses and the Principal Contractor will need to undertake coping surveys of each to ensure a safe system of work is adopted.

The Principal Contractor is to identify all services such as overhead cables, underground supplies, gas, water and electrical supplies and ensure that if necessary, they are protected or removed and replaced after the duration of the works. Customers must be communicated with prior to any disruption and the Principal Contractor will be liable for any damage caused to such services. Any disruption to tenants must be resolved before leaving site.

Note: Particular attention must be paid to section 3.1.9 working with the network distribution's electricity cabling. In some cases National Grid will need to be contacted to make suitable arrangements to isolate or relocate any electrical supply cables.

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 principle 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 naked flame 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.

3.1.7 Manual Handling

Many site locations are set back from the roadway and accessed via steps or graded pathways. The handling of materials will therefore be a significant risk as materials cannot be offloaded directly to point of work.

The Construction Phase Plan must include the arrangements that the Principal Contractor will employ to control this risk.

3.1.8 Working with Solar PV Panels

Works of this nature are may be required as part of this project, as supplies may be interrupted during the electrical isolation works.

3.1.9 Working with the Network Distribution Electricity Cabling

This project may involve working in close proximity to electricity cabling owned by the Network Distributor. Installation of main distribution cut off switches may be required. The Principle Contractor will be responsible for contacting the relevant distributor / National Grid to make the necessary arrangements.

No one is authorised to work on these cables other than the network distributor.

3.1.10 Electrical Supplies

There is no electrical supply to the working areas and customers supplies must not be used. 240V appliances and tools will only be permitted on site with approval from Bron Afon's Contract Surveyor or Project Manager.

The Principal Contractor must ensure any temporary electrical supplies, including all distribution and transformer units, cables, plugs, sockets, etc, are adequate and will be regularly examined, inspected, and maintained throughout the works with access to all PAT Testing Certificates and records and copies held within the site office. Where isolation of an electrical circuit is required an electrical isolation "permit to work" is to be implemented.

3.2 Health Hazards

3.2.1 Asbestos

Prior to commencement of work any refurbishment surveys of the properties included in this project will be provided as the works are issued.

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

It is the responsibility of the Principal Contractor to ensure there is an asbestos report available

prior to works commencing, and to identify if their work could disturb any materials that could contain asbestos.

Where this occurs the asbestos surveys or samples are to be instructed by and carried out by Bron Afon's nominated Asbestos Contractor, in some circumstances an agreement may be reached between the Principal Contractor and Bron Afon for the Principal Contractor to appoint their nominated contractor to carry out the associated survey or removal works.

The Principal Contractor is expected to provide timely information i.e. updated programmes to allow the Bron Afon to arrange necessary works.

Bron Afon will do everything in their power to act in a timely manner, but they will not be held responsible for any delay and as such will not accept extension of time claims for this reason.

If it is agreed for the Principal Contractor to carry out an asbestos survey or are to instruct an asbestos contractor to undertake an asbestos survey / removal of an ACM, a copy of the report / certification will be provided to the Bron Afon.

Bron Afon will endeavour to obtain all external refurbishment & demolition survey reports where the property has been identified as requiring works for this contract however, if this is not possible the client reserves the right to withdraw these properties from the project at no additional cost.

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 that all operatives are made aware what measures to take should a suspect ACM be discovered.

Should the contractor encounter material that may be ACM's work is to cease immediately and Bron Afon and the Principal Designer must be informed. Should any licensed asbestos removals be required as part of the works this must only be carried out by a competent and suitability qualified (and licensed where applicable) asbestos removal contractor.

Removal works 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 NNLW formally known as 'Cat B' trained asbestos operatives and all works will be supported by an appropriate Plan of Works, risk assessment & method statement. These must be issued to the Bron Afon for review a minimum of 2 weeks prior to the works starting on site (unless a unknown asbestos is found during the construction phase and an agreement between Bron Afon and the Principal Contractor is reached to help keep the programme running). Confirmation of training and face fit certificates 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 will have to be vigilant as the works progress to ensure that any asbestos or other deleterious materials affecting the work are identified. The Principal 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 the Contract Administrator of 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.

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.
- NNLW formally 'Cat 'B' Training – Minimum level for any persons working on or removing Un-licensed non-notifiable asbestos containing materials.

Should any licensable asbestos be identified, and removal is required, this work must be carried out by a suitably trained and accredited operative. Bron Afon will usually arrange these works unless an agreement is made between the PC and CA.

The available asbestos surveys will be made available to the successful contractor before commencement of the project.

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 materials store used is to be of a high security type, and materials & tools etc. stored on site are to be kept to 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.

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.
- Flammable Liquids/ gases.
- Asbestos
- Lead paint
- Man-made mineral fibre
- Fluorescent light tubes
- Drug paraphernalia

Note: The above list is not exhaustive.

3.2.3 Carbon Monoxide and Flue Terminals

All gas isolation works undertaken on site will be the responsibility of the Principal Contractor.



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 maybe disturbed during the works. This should include informing the client who will engage a suitably qualified and approved commercial gas safe registered engineer, who will have the relevant qualifications to be able to work on the appliances in question. Gas 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 should be provided for residents.

Section 4.0: Significant Design and Construction Hazards

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

- Preventing water ingress into the buildings due to the failure of the cavity wall insulation, porous brickwork or failed render by replacing these elements.
- Improving thermal efficiency of the external envelope of the properties
- Undertaking any structural repairs to brickwork.

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 2015 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 are present and this information is contained in the asbestos refurbishment surveys in Appendix 7.

Section 5.0: The Health and Safety File

There is limited pre-existing Health and Safety File information for the contract. Any known information will be supplied to the awarded Principal Contractor.

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 3 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 Code: P-KITCH

Project Name: MTC Kitchen Replacement Project

Date: 16/02/2026

Revision: 1.0

No	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 & water, Loss of communications	16/02/2026	C	Information on the location of the existing services required. With the exception of the possibility of telecommunication cabling, no overhead services have been identified that may impact on the delivery of this 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. Service to be isolated where possible	Med	CL	Yes	Information with regards to service to be provided within PCI and
1.2	Neighbouring buildings -Effect on traffic, parking & pedestrians. Vehicle collision, Risk to pedestrians/ cyclists, reversing vehicles, working within cull de sacs	16/02/2026	CL, P & C	Access routes around the sites are generally good, although parking and storage is limited within the area.	Traffic control measures required within the CPP from PC.	Med	C	Yes	
1.3	Asbestos - Presence of asbestos in existing structures. Uncontrolled fibre exposure	16/02/2026	C & CL	Refurbishment asbestos surveys have been undertaken and included in the tender documentation.	Provision of all available asbestos data to PC. Possible that additional samples may be required on encountering any suspect materials	High	C	Yes	Ensure appropriate information is supplied
1.4	Residential site - Will remain in use while works are undertaken. Traffic & parking near construction activities. Public and residents in close proximity to construction activities.	16/02/2026	E, P, CL	Ensure information and requirements for end user/ public protection is included within the PCI. Consideration required in identifying suitable area for site set up.	Protection of public to be addressed within provided CPP and RAM's	Med	CL, C	Yes	

No	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
1.5	Unauthorised access to site and scaffolding – High Risk	16/02/2026	P,E,CL	Building is located close to local shops, parks, playing fields, takeaways and public houses. There may be numbers of youths/ pedestrians in certain areas.	Ladders to be removed when not in use, ladder guards not to be used. Scaffolding to be Heras fenced off where possible.	High	C, CL	Yes	Engage with community housing & safety team
2.0	Design								
2.1	Dust Created. Risk of uncontrolled amounts of hazardous dust created resulting from hacking off, grinding and cutting works.	16/02/2026	E, C, P	Methodology of works and dust suppression to be included within PCI request. Design to include the reduction of cutting of materials on site where possible.	Ensure dust suppression is included within CPP and RAM's. Ensure correct PPE is used during cutting operations. Designated cutting areas located in well ventilated areas.	Low	C, CL	Yes	
2.2	Fire: Risk of fire within properties when scaffold is erected	16/02/2026	C, CL	Methodology of works and dust suppression to be included within PCI request. Design to include the reduction of cutting of materials on site where possible.	Ensure dust suppression is included within CPP and RAM's. Ensure correct PPE is used during cutting operations. Designated cutting areas located in well ventilated areas.	Low	C, CL	Yes	
2.3	Residents - Possible difficult residents. Anti-social actions/ activities. Violence	16/02/2026	C	Refer to client WARN database. Although this may not include any leasehold and Private homeowner properties. Community Housing to speak to tenants on WARN prior to works starting.	Client to provide updated caution list.	High	CL	Yes	Ensure information provided is current
2.4	Heavy materials - requiring manual handling. MSI related injuries	16/02/2026	C	Specify lighter alternatives where possible. Use mechanical handling where possible in all areas. Use of suitable powered lifting apparatus such as tile bumpers to be utilised.	Arrangements for Manual handling on site to be detailed within the CPP	Med	C	No	

No	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
2.5	Working at Height - during the construction phase, maintenance and cleaning. Falls from height. Falling objects	16/02/2026	C	Design to remove the requirement for working at height where possible. Due to the nature of the project this is not possible and as such scaffolding will be required.	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 where possible.
2.6	Substances hazardous to health	16/02/2026	E,C	Possible COSHH implications relating to specialist concrete repair systems. Selection of less hazardous products.	COSHH data sheets and assessments to be undertaken.	Low	CL	Yes	Ensure sufficient ventilation and monitor works.
2.7	Disputes with neighbouring properties and residents, potential violence	16/02/2026	C, CI	Obtain prior agreement with neighbouring properties and effective communication and consultation.	Use of communication plan and Tenant liaison support	Low	C, CI	Yes	Audit of party wall agreements
2.8	Dust Created. Risk of uncontrolled amounts of hazardous dust created resulting from grinding and cutting works undertaken.	16/02/2026	E, C, P	Methodology of works and dust suppression to be included within PCI request. Design to include the reduction of cutting of materials on site where possible.	Ensure dust suppression is included within CPP and RAM's. Ensure correct PPE is used during cutting operations. Designated cutting areas located in well ventilated areas.	Low	C, CI	Yes	
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	16/02/2026	C	Narrow residential roads. Deliveries to be timed to avoid busy times. Limit number of vehicles on site, designated parking areas for contractor vehicles.	Traffic control measures required within the CPP from PC	Med	C	Yes	Traffic management plan required

No	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
3.2	Working at Height - during the construction phase. Falls from height, falling objects.	16/02/2026	C	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, fall prevention systems where needed e.g. TG20:21 scaffolding. Suitable netting and fans to be used when removing concrete hanging tiles and replacing.	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	High	C	Yes	Ensure, where possible design and methodology reduces the requirement for working at height where possible.
3.3	Existing Services; Fire, Explosion, Electrocutation, Loss of power & water, Loss of communications	16/02/2026	C	Information on the location of the existing services required. Service surveys to be completed if required. Not deemed necessary as services are buried with the exception of some external gas service pipes and telecommunication cables.	'Dealing with services' risk to be included within the provided CPP. Services, where identified, to be clearly marked on site and protected if required. Service to be isolated where possible	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. Insufficient room for unloading of site materials, Falls from height, falling objects. Slips, trips & falls. Site/ delivery vehicles	16/02/2026	C	PC to consider materials required and ensure suitable storage facilities are available on site. Also the need to store tenants belongings if affected by the work.	Storage arrangements to be included within the CPP. Site setup to include loading and unloading area. Careful management required when activities of this nature are being undertaken	Med	C	Yes	Equipment & Materials storage to be detailed within the CPP provided by contractor
3.5	Unauthorised access to scaffolding, risk of falling from height.	16/02/2026	P,E	As the site will be occupied for the duration of the works, access will need to be maintained to main entrances and rear entrances on ground floor properties. This will need to be considered when securing the perimeter of the site, particularly in the event of an emergency.	Contractor to formulate action plan to ensure the continued security of the site for the duration of the project.	High	C	Yes	CPP and RAMS to reflect how the site will be secured.
3.6	Disturbance of asbestos containing materials.	16/02/2026	C,P,Env	Asbestos that has already been identified during previous asbestos surveys to be highlighted and disturbance kept to a minimum, unless deemed necessary to remove it.	Client to commission specialist asbestos removal contractor as necessary. Compliance with asbestos regulations and ACOPs. R&D surveys to be undertaken once scaffolding erected.	High	C	Yes	Specific RAMS to be provided by asbestos removal contractor.

No	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
3.7	Access and egress to buildings and communal areas, slips trips and falls.	16/02/2026	P, E	Paths and concrete to some blocks in poor state of repair. Ensure areas segregated off whilst improvement works undertaken. Use of signage and Heras fencing. Suitable RAMS and information to be included in CPP from PC.	Ensure works are undertaken as per CPP and RAMS.	Low	C	Yes	Review CPP
3.8	Use of specialist concrete repair systems and cementitious products, chemical burns, fumes	16/02/2026	C, P, Env	Selection of more suitable products that are less corrosive or harmful.	COSHH assessment of proposed products, ensure use of suitable PPE and RPE.	Med	C	Yes	Ensure installed as per manufacturer's instructions
3.9	Carbon monoxide poisoning from gas and solid fuel appliances	16/02/2026	C, E	Damage to existing flues and chimneys, accidental removal of live flues. Exposure to carbon monoxide whilst undertaking works on roofs and rendering operations.	Ensure all gas or solid fuel appliances are checked by a suitably qualified gas safe engineer. Adopt a permit to work system with regards to working around or near to live flues. Compliance with Bron Afon's gas policies and procedures.	High	C/CL	Yes	Utilise duty of care compliance team to undertake audits and spot checks
3.10	Grinding and hacking off rendering, presence of silica dust and debris. Respiratory diseases.	16/02/2026	C, P	Ensure areas cordoned off prior to commencement of work. Keep windows and trickle vents shut to properties. Ensure the use of suitable dust masks and eye protection.	Ensure works are undertaken as per CPP and RAMS provided.	Medium	C	Yes	Specific RAMS to be provided by principal contractor.
3.11	Dust inhalation and chemical burns from mixing of cementitious products, respiratory diseases, burns, dermatitis.	16/02/2026	C	Ensure area where mixing is to take place is in a well ventilated area. Ensure use of suitable PPE to include gloves, masks and eye protection. Use of suitably PAT tested electric paddle mixers. Adherence to manufacturer's instructions. Design to include the reduction of cutting of materials on site where possible.	Ensure works are undertaken as per CPP and RAMS provided. COSHH assessments.	Low	C	No	
3.12	Access and egress to properties, slips trips and falls.	16/02/2026	P, E	Ensure areas segregated off whilst improvement works undertaken. Use of signage and Heras fencing. Suitable RAMS and information to be included in CPP from PC.	Ensure works are undertaken as per CPP and RAMS. Good housekeeping practices to be adopted.	Low	C	Yes	Review CPP
3.13	Use of specialist concrete repair and rendering systems, chemical burns, fumes	16/02/2026	C, P, Env	Selection of more suitable products that are less corrosive or harmful.	COSHH assessment of proposed products, ensure use of suitable PPE and RPE.	Med	C	Yes	Ensure installed as per manufacturer's instructions

No	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
3.14	Management of sub-contractors, clashes of operations	16/02/2026	C, E	Sub-contractors to provide site specific RAMs and be induced on site.	Ensure collaborative working between PC and sub-contractor.	Med	C	Yes	PD to review sub-contractor RAMs
3.15	Encountering bats, risk of bites and contracting rabies. Biological hazard.	16/02/2026	C	Ecology surveys have not been undertaken and no reports of bats received. Ecology Toolbox talks to be undertaken if deemed necessary.	Ensure works are undertaken as per the agreed methodology. Ecologist to be contacted if bats are encountered.	Med	C,CL	Yes	Arrange suitable toolbox talk prior to works commencing on site.
3.16	Use of portable generators	16/02/2026	C, E	PC to ensure area of use is segregated off whilst improvement works undertaken. Use of signage and Heras fencing. Suitable RAMS and information to be included in CPP from PC. Ensure area where the portable generator is to be located is in a well ventilated area. Risk of fire, burns and release of gases.	Ensure the use of portable generators are undertaken as per CPP and RAMs, due to risk of fire or burns specific fire fighting equipment and first aid kit to be available, ensure use of suitable PPE and RPE, . Good housekeeping practices to be adopted. Equipment to be located in a separate segregated area, well ventilated area.	High	C	Yes	Specific RAMS to be provided by principal contractor, ensure the portable generator is utilised as per manufacturer's instructions, regular maintenance of oil and fuel levels completed and records made available. Inspection of all equipment prior to use. Correct fire fighting equipment and first aid requirements to be in place.
4.0	Maintenance & Cleaning								
4.1	Possible use of toxic substances or irritants during maintenance of the building.	16/02/2026	CL, Env	PC to ensure that all COSHH details are provided within the H&S File data. COSHH assessment to be undertaken of substances.	Consideration of substitution of hazards products if possible.	Med	CL	Yes	PD/ CDM advisor to review H&S file data provided.
4.2	Cleaning of guttering to blocks, falls from height.	16/02/2026	CL	The use of proprietary ground based gutter cleaning machinery rather than accessing guttering at roof level.	Ensure operatives are trained in the safe use of specialist machinery.	Low	CL	Yes	Further specific risk assessment required for use of proprietary gutter cleaning device.
4.3	Re-decoration of stairs and out buildings, fumes and dust from sanding.	16/02/2026	CL, Env	Specification of 15 year paint systems to reduce requirements for re-decoration.	Ensure system is installed as per the manufacturer's instructions.	Low	CL	Yes	Further specific risk assessment required for cleaning process.

No	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
4.4	Maintenance of roof covering, working at height.	16/02/2026	CL,C	Roofing systems selected to carry sufficient warranties and be suitably designed for the type of building.	Ensure manufacturer involved during various stages of project and post inspects work on completion and issues suitable warranty.	Low	CL	No	