DANIEL CONNAL PARTNERSHIP

Betws y Coed
Yr Hen Stablau
PRE-CONSTRUCTION INFORMATION

November 2026



DANIEL CONNAL PARTNERSHIP

Quality Assurance

This document has been prepared in accordance with our quality assurance requirements. These procedures do not affect the content and views expressed by the originator.

Limitations

This document has been prepared for the stated objective and should not be used for any other purpose without the prior written authority of Daniel Connal Partnership; we accept no responsibility or liability for the consequences of this document being used for a purpose other than for which it was commissioned.

To the extent that the document is based on information supplied by others, Daniel Connal Partnership accepts no liability for any loss or damage suffered by the client. Any information provided by third parties and referred to herein has not been checked or verified by DCP, unless otherwise expressly stated in the document.

Summary

The Principal Designer has instructed Daniel Connal Partnership in writing, to act as their CDM Advisor and we can confirm that Daniel Connal Partnership have made them aware of their duties, as required to be discharged under the current Construction (Design & Management) Regulations 2015.

The format of this Pre-Construction Information Pack recognises GA23, as prepared and issued by the CITB, the CIC training body. The CIC is recognised by the HSE as the Construction Industry Lead with respect to provision of information and training in the construction industry. This template has been selected as an appropriate format, because it is most likely to be recognised by the construction professionals for whom it is intended.

Date
18/11/2026

Originator
Jonathan Rensink Cert.IOSH MIIRSM IMaPS AIFireE
Daniel Connal Partnership
Principal Designer CDM Advisor

Revision	Date	Amendment	Amended By
A			
B			
C			
D			
E			
F			

DANIEL CONNAL PARTNERSHIP

CONTENTS

1.0 General

2.0 Duty Holders Requirements

3.0 Description of Project

4.0 Client Considerations and Management Requirements

5.0 The Existing Environment

6.0 The Design and Construction Hazards

7.0 Health Hazards

8.0 Site Rules

9.0 Health and Safety File

10.0 Existing Drawings, Reports and Relevant Site Information

11.0 Client Brief

12.0 Notification Form F10

Appendices

A. General Principles of Prevention
B. Red, Amber, Green (RAG) lists
C. Schedule 2 Welfare Facilities
D. Photos – Existing Environment
E. Principal Designer HARM Register
F. Topographic Survey
G. Desktop utility search prepared by Centara Ltd

DANIEL CONNAL PARTNERSHIP

1.0 General

1.1 This Pre-Construction information has been prepared to meet the requirements of Regulations 4 and 11.

A client must provide pre-construction information as soon as is practicable to every designer and contractor appointed, or being considered for appointment, to the project.

Pre-construction information is information already in the client's possession (such as an existing health and safety file, an asbestos survey, structural drawings etc) or which is reasonable to obtain through sensible enquiry (regulation 2(1)). The information must be relevant to the project, have an appropriate level of detail and be proportionate to the nature of the risks.

The client has the main duty for providing pre-construction information. This must be provided as soon as practicable to each designer (including the principal designer) and contractor (including the principal contractor) who is bidding for work on the project or has already been appointed. For projects involving more than one contractor, the client should expect the principal designer to help bring the pre-construction information together and provide it to the designers and contractors involved.

1.2 The purpose of this document is to identify the main health and safety issues regarding the construction work so as to enable the designers and contractors to make arrangements to carry out or manage the work having in mind the risks involved.

1.3 The Principal Contractor under these regulations, prior to commencing work on site, shall be required to prepare a Construction Phase Plan containing their arrangements and information for the project taking into account the risks and activities involved and the welfare of persons at work or affected thereby to be provided under the relevant statutory provisions to satisfy the requirements of Regulations 12 of the Construction (Design & Management) Regulations 2015.

The construction phase plan must set out the arrangements for securing health and safety during the period construction work is carried out. These arrangements include site rules and any specific measures put in place where work involves one or more of the risks listed in Regulation 12 and Schedule 3.

The Contractor shall be deemed to have visited the site and inspected the drawings and contract documents and have made allowance in their tender price for all reasonably foreseeable hazards, whether or not described in this Pre-Construction Information, arising from local conditions, the nature and accessibility of the site, and the nature and extent of the operations, storage space for materials, position of services and drains, the nature of the ground, materials being used and execution of the contract works generally.

The tender is to adequately describe welfare facilities that will be provided for this project.

2.0 Summary of duties under the Construction (Design and Management) Regulations 2015

CDM duty holders – who are they?	Summary of role/ main duties
Commercial Clients Organisations or individuals for whom a construction project is carried out.	Make suitable arrangements for managing a project. This includes making sure that: · other duty holders are appointed · sufficient time and resources are allocated. Clients must also make sure that: · relevant information is prepared and provided to other duty holders · the principal designer and principal contractor carry out their duties · welfare facilities are provided.
Domestic Clients People who have construction work carried out on their own home, or the home of a family member, that is **not** done in furtherance of a business, whether for profit or not.	Where the Client is a Domestic Client the duties in regulations 4(1) to (7) and 6 must be carried out by: · The contractor for a project where there is only one contractor; · The Principal Contractor for a project where there is more than one contractor; or · The Principal Designer where there is a written agreement that the Principal Designer will fulfil those duties.
Principal designers Designers appointed by the client in projects involving more than one contractor. They can be an organisation or an individual with sufficient knowledge, experience and ability to carry out the role.	Plan, manage, monitor and co-ordinate health and safety in the pre- construction phase of a project. This includes: · identifying, eliminating or controlling foreseeable risks · ensuring designers carry out their duties. Prepare and provide relevant information to other duty holders. Liaise with the principal contractor to help in the planning, management, monitoring and co-ordination of the construction phase.
Designers Those who, as part of a business, prepare or modify designs for a building or product, or prepare or modify designs for a system relating to construction work.	When preparing or modifying designs, eliminate, reduce or control foreseeable risks that may arise during: · construction · the maintenance and use of a building once it is built. Provide information to other members of the project team to help them fulfil their duties.

Principal contractors Contractors appointed by the client to co-ordinate the construction phase of a project where it involves more than one contractor.	Plan, manage, monitor and co-ordinate the construction phase of a project. This includes: · liaising with the client and principal designer · preparing the construction phase plan · organising co-operation between contractors and co-ordinating their work. Ensure that: · suitable site inductions are provided · reasonable steps are taken to prevent unauthorised access · workers are consulted and engaged in securing their health and safety · welfare facilities are provided
Contractors Those who do the actual construction work. They can be either an individual or a company.	Plan, manage and monitor construction work under their control so that it is carried out without risks to health and safety. For projects involving more than one contractor, co-ordinate their activities with others in the project team – in particular, comply with directions given to them by the principal designer or principal contractor. For single-contractor projects, prepare a construction phase plan.
Workers The people who work for or under the control of contractors on a construction site	They must: · be consulted about matters which affect their health, safety and welfare · take care of their own health and safety and that of others who may be affected by their actions · report anything they see which is likely to endanger either their own or others' health and safety · co-operate with their employer, fellow workers, contractors and other duty holders

3.0 Description of Project

3.1 Name of Client

Eryri National Park Authority
National Park Office
Penrhyndeudraeth
Gwynedd, LL48 6LF
Contact: Bethan Hughes
Email: Bethan.Hughes@eryri.llyw.cymru

3.2 Location

The location of works is to Yr Hen Stablau, Betws y Coed, Conwy, LL24 0AH.

3.3 Construction Work

The works comprise refurbishment of the public courtyard at Yr Hen Stablau, Betws-y-Coed, to improve its appearance and functionality.

The scope includes removal of selected planters, planting areas and landscape features, installation of new planting beds, trees, shrubs and soft landscaping. Landscape edging, furniture, decorative features and ancillary items are included as shown in the contract drawings and specification.

The Information Centre, communal facilities and occupied tenant units will remain operational throughout. The Principal Contractor shall phase and segregate the works, with suitable public protection and logistics arrangements to maintain safe access and continued use of the complex.

3.4 Time Scale of Works

Mobilisation period	-	December 2026
Works to commence	-	January 2027
To be completed	-	January 2027

3.5 Identification of Management, Designers and other project parties

Principal Designer (CDM PD)	**Principal Designer's CDM Advisor**
Make Space Landscape Architecture Limited 201 Manchester Road Altrincham WA14 5NU Contact: Frank Fitzpatrick Tel: 07535 032984 Email: frank@makespace.land	Daniel Connal Partnership 780 The Crescent Colchester Business Park Colchester, Essex, CO4 9YQ Contact: Jon Rensink Tel: 01206 751284 Email: jr@danielconnal.co.uk

4.0 Client Considerations and Management Requirements

Planning and managing the construction work, including any health and safety goals for the project

Management structure: The Principal Contractor must detail within their Construction Phase Plan, the management structure within their organisation for the project.

Arrangements for training, provision of health and safety information and site induction: The Principal Contractor must detail within their Construction Phase Plan, the provisions made for training, provision of health and safety information and site inductions relevant to the work to be carried out on site.

Health and safety goals for the project: In addition to the Clients health and safety goals stated within section 11 of this document, the Principal Contractor must provide details of their arrangements for monitoring and reviewing of health and safety performance to meet site objectives and legal requirements, both during and after the construction period.

The Client places particular importance upon maintaining the visitor experience throughout the project. The appearance of the site, contractor behaviour, housekeeping standards, noise management and communication with visitors and tenants are considered key project objectives. Construction activities shall be planned and undertaken to minimise disruption to the operation and reputation of the Visitor Centre and surrounding businesses.

Communicating and liaising between client and others

Good communication is vital to ensure that the project will be well managed and minimise risks to health and safety. It is the responsibility of all project parties, inclusive of the Client, Designers, Contractors, the Principal Contractor and the Principal Designer to liaise with one another, through the duration of the project. Health and safety will be on the agenda for all progress meetings and should include a discussion of any key up and coming health or safety risks or issues arisen to date.

In accordance with Regulation 14 of the CDM Regulations the Principal Contractor must consult and engage with their workforce to ensure that measures for their health, safety and welfare are developed, promoted and checked for effectiveness, in a timely manner.

Site segregation and security requirements

The Principal Contractor shall secure all work areas against unauthorised access throughout the works, provide clear signage and safely store tools and materials within the designated areas when unattended.

The complex will remain operational. Safe public access to the Information Centre, communal toilets and occupied tenant units shall be maintained throughout, with particular consideration for vulnerable users and visitors unfamiliar with the site. The Client will appoint a representative to maintain liaison with all interested parties.

The Principal Contractor shall segregate work areas from the public using suitable temporary barriers rather than fencing, with clear signage and exclusion zones. Arrangements shall adapt as works progress while maintaining safe access. A banksman shall lead material and equipment movements through the courtyard archway and public areas to keep pedestrians clear of moving loads and vehicles.

Site logistics inclusive of compound, storage and transport arrangements

No contractor compound, welfare facility, storage area, vehicle parking area or material storage shall be established within the front courtyard area or directly adjacent to the public-facing elevations of the complex.

The Client has identified the rear long-stay public car park as the only suitable location for temporary storage, material deliveries and any contractor compound arrangements. Tendering contractors shall assess the suitability of these arrangements and include all associated logistical requirements within their tender submissions.

Particular consideration shall be given to the transportation of materials from the rear car park through the complex to the work areas whilst maintaining public safety.

Permit-to-work systems

The Principal Contractor shall follow its own permit-to-work requirements; there are no Client-specific permit requirements. A permit for ground penetration should be considered where fixings or other works could affect buried services.

Fire precautions

The Principal Contractor shall complete a fire risk assessment appropriate to the scope of works and the existing live, occupied environment, and implement the identified precautions. All circulation and escape routes and emergency vehicle access shall be maintained throughout. Flammable and combustible materials, including waste, shall be stored away from existing buildings.

The Contractor shall comply with the recommendations of Fire Prevention on Construction Sites published by the Loss Prevention Council and shall have regard to the requirements of HSE guidance on fire safety in construction.

Emergency procedures

Procedures in respect of emergencies are to be described in the Construction Phase Plan and communicated to all site operatives and visitors. Emergency first aid notice must be displayed on site.

The nearest hospital with emergency facilities is:
Ysbyty Gwynedd
University hospital
Penrhosgarnedd
Bangor, LL57 2PW
Phone: 03000 840840



Directions:

- LL24 0AH
- Betws-y-Coed
- Take Station Rd to Holyhead Rd/A5
- 3 min (0.2 mi)
- Continue on A5 to Gwynedd
- 35 min (21.3 mi)
- Take Penrhos Rd to your destination
- 3 min (0.9 mi)
- LL57 2PW
- Bangor

No go areas or other authorisation requirements

No access will be allowed to any areas (inclusive of the properties owned by others surrounding the site), other than when authorised to by the client. Regular communication with Client project representatives is encouraged, as the scope of works progresses around site areas.

Areas designated as a confined space

Where it is necessary to undertake work in confined spaces, as defined by the Work in Confined Spaces Regulations 1997, the appropriate controls as set out by these Regulations must be strictly observed.

DANIEL CONNAL PARTNERSHIP

Welfare Provision

Welfare arrangements are to be in accordance with Schedule 2 of the Construction (Design and Management) Regulations 2015. The principal contractor must ensure that suitable and sufficient welfare facilities are provided and maintained throughout the construction phase. What is suitable and sufficient will depend on the size and nature of the workforce involved in the project. Tables can be referred to below, which are taken from the ACOP 'Workplace (Health, Safety and Welfare) Regulations' 1992. These regulations do not apply to construction sites but do give a guide to the numbers needed.

Number of facilities needed per number of people at work (men and women)

Number of people at work	Number of cubicles	Number of washbasins
1 to 5	1	1
6 to 25	2	2
26 to 50	3	3

Number of facilities needed per number of people at work (men only)

Number of men at work	Number of cubicles	Number of urinals
1 to 15	1	1
16 to 30	2	1
31 to 45	2	2

Accidents and incidents

The Principal Contractor shall state their arrangements for reporting and investigation of accidents and incidents including near misses under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013.

Any RIDDOR reportable incident (Fatality, Major injury, Dangerous Occurrence, or over 7 day absence) must be reported to the Health and Safety Executive, Incident Contact Centre, Caerphilly Business Park, Caerphilly on Form F2508 or by telephone 0345 300 9923. This will be notified by the Principal Contractor.

For any absence over 3 days a record must be kept. Any **Fatality or Major Injury** must be **reported immediately** by the quickest means possible, usually by telephone and followed up by a written report. Any other reportable incident or dangerous occurrence must be reported within ten days.

Temporary protection

Appropriate temporary protection will need to be applied where deemed appropriate, for example to properties surrounding the site, to protect members of public and prevent damage to adjacent property. Protection to trees shall be incorporated as required by the project.

Planning for and Managing Construction Work

The Principal Contractor will be required to compile a Construction Phase Plan that:

- Details the management arrangements for this project including roles and responsibilities.

- Details the arrangements that will be implemented for the control of significant hazards as identified in this Pre-Construction Information.
- Details those procedures to be adopted for ongoing cooperation, communication and coordination with the project team, contractor(s) and operatives.
- Details the welfare, security and monitoring arrangements for this project.
- Details how the requirements of Construction (Design and Management) Regulations 2015 relating to Health and Safety on Construction Sites will be discharged where applicable.
- Complies with the requirements of HSE Guidance “Managing Health and Safety in Construction”.

The Principal Contractor shall perform their duties in accordance with Construction (Design and Management) Regulations 2015. Other health and safety regulations, ACOP's, guidance notes and industry standards should also be adhered to. These include but are not limited to:

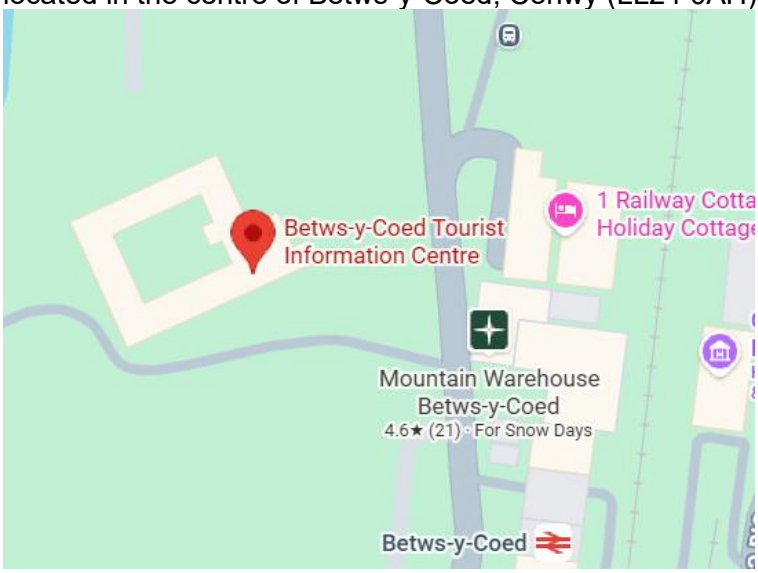
- The Health & Safety at Work, etc, Act 1974
- The Construction Design and Management Regulations 2015
- Workplace (Health, Safety and Welfare Regs)
- The Control of Asbestos Regulations 2012
- The Management of Health And Safety At Work Regulations 1999
- The Work at Height Regulations 2005
- The Manual Handling Regulations
- The Control of Noise At Work Regulations
- First Aid at Work Regulations
- Reporting Injuries, Diseases and Dangerous Occurrences Regulations 2013
- The Control of Substances Hazardous To Health Regulations
- The Regulatory Reform Fire Safety Order
- Provision and Use of Work equipment Regulations 1998
- Lifting Operations and Lifting Equipment Regulations 1998

5.0 The Existing Environment

Existing environmental restrictions and on-site risks, designers and contractors are to take into consideration with their design and management of the project.

Existing Environment

The location of works is to Yr Hen Stablau, Betws y Coed, Conwy, LL24 0AH. Yr Hen Stablau (Welsh for The Old Stables) is a small commercial courtyard and retail complex located in the centre of Betws-y-Coed, Conwy (LL24 0AH).



The area is an occupied public environment bordered by commercial use premises. The public and commercial use occupants as well as servicing vehicles and emergency services will be affected by the works.

Yr Hen Stablau is a popular visitor destination within the centre of Betws-y-Coed and comprises a mixture of public-facing commercial units, visitor facilities and the Betws-y-Coed Tourist Information Centre. The courtyard forms a shared public space which experiences regular pedestrian use by tourists, visitors, staff, tenants and service providers throughout the year.

The Information Centre is open seven days per week and the surrounding commercial units maintain varying opening times. Contractors should anticipate regular pedestrian traffic throughout the working day and accommodate this within their site management arrangements.

The project is therefore considered a live public environment presenting significant interface risks between construction activities and members of the public. Safe access and business continuity arrangements shall be maintained throughout the construction period.

The courtyard forms a principal circulation space for visitors accessing the Visitor Information Centre, retail units, café seating areas and public facilities. The area experiences regular pedestrian movements throughout the day, including tourist groups,

families with young children, mobility-impaired users and visitors unfamiliar with the site. Contractors shall take account of the high volume of pedestrian movements and maintain suitable accessible routes throughout all phases of the works.

Existing hard landscaping, drainage channels and the majority of the courtyard surfacing are to remain in situ. Particular care shall therefore be taken to protect retained surfaces and drainage assets from damage during material handling, vehicle movements and installation activities.

Adjacent land uses/ boundaries and access routes

Adjacent premises will remain occupied and in use. The Principal Contractor must phase and segregate the works to maintain safe, accessible pedestrian routes to all premises and coordinated vehicular servicing, including deliveries to nearby businesses.



Construction access, delivery routes, loading areas and the site compound are to be agreed with the Client before mobilisation. This shall include consideration towards the restricted working space, public footways, traffic on adjoining roads, adjoining premises and the need to retain emergency and business access.

Restrictions on deliveries, waste collection or storage

The appointed Principal Contractor is to consider suitable arrangements for co-ordinating deliveries and removal of waste from site, for an area surrounded by pedestrian and vehicle routes in constant use.

Existing Underground and Overhead Utilities

A desktop utility search and statutory undertaker enquiry has been undertaken for the project location at Betws-y-Coed, reference CEN38930 (contained within Appendix G of this document). The search was completed by Centara Ltd in accordance with PAS 128 Survey Category D requirements and incorporated enquiries to utility providers, statutory undertakers and asset owners.

The search identified the presence of recorded utility infrastructure within and adjacent to the project area, including:

- Telecommunications apparatus associated with Openreach.
- Electricity infrastructure associated with SP Energy Networks.
- Gas infrastructure associated with Wales & West Utilities.
- Water and sewerage infrastructure associated with Dŵr Cymru Welsh Water.

- Existing railway-related infrastructure and drainage assets associated with Network Rail, including recorded buried and overhead electrical cable hazards within the wider railway corridor.
- Telecommunications infrastructure associated with Virgin Media.

The utility records supplied are indicative only and do not guarantee the precise location, alignment or depth of buried services. Service connections, abandoned services, unrecorded apparatus and recently installed infrastructure may also be present but not identified within the record information supplied. Utility providers specifically advise that all apparatus should be assumed to be live until proven otherwise.

All contractors undertaking excavation, breaking ground, fencing, landscaping, drainage, service installation or similar works shall:

- Review all utility drawings and statutory undertaker information included within the Pre-Construction Information.
- Undertake their own assessment of underground and overhead service risks.
- Verify the position of services on site using appropriate locating equipment, including CAT and Genny surveys and trial holes where necessary.
- Implement suitable exclusion zones, permits to dig and safe systems of work.
- Liaise with relevant utility owners where works are proposed in proximity to known apparatus.

In accordance with the recommendations contained within the utility search documentation, all excavation and ground disturbance works shall be carried out in accordance with HSE Guidance HSG47 - Avoiding Danger from Underground Services (noted within the utility search documentation as HS(G)47) and HSE Guidance GS6 - Avoidance of Danger from Overhead Electric Power Lines, together with any asset-owner specific requirements. No mechanical excavation shall be undertaken until the presence and location of underground services has been positively identified and verified on site.

Existing trees and arboricultural constraints

No specific arboricultural surveys or reports have been made available for the project. Tendering contractors should review the topographical survey information included within the project documentation to understand the location of existing planting and landscape features.

Where works are proposed adjacent to retained trees, shrubs or planting areas, contractors shall implement suitable protection measures to prevent unnecessary damage arising from vehicle movements, storage activities, excavations or construction operations.

Ground conditions

No specific ground investigation or ground condition surveys have been undertaken in relation to the proposed works. The Client is unaware of any particular ground-related constraints affecting the project. The proposed works are anticipated to involve only limited excavation activities associated with landscape preparation, planting and associated installations. Contractors shall satisfy themselves as to the suitability of ground conditions prior to commencing excavation works and allow for appropriate monitoring and control measures within their Construction Phase Plan. If unexpected obstructions,

contamination, unidentified services, buried structures or adverse ground conditions are encountered, works within the affected area shall immediately cease and the matter shall be reported to the Client and Principal Designer for further review.

Information on existing structures

No specific information, surveys or reports relating to existing structures have been provided for the proposed works. Any concerns relating to the condition, stability or integrity of existing structures shall be reported to the Client and Principal Designer before works affecting those elements commence.

Fire damage, ground shrinkage, movement or poor maintenance, which may have adversely affected the site

It is not suspected that there has been fire damage.

Health and safety information contained in earlier design, construction or 'as-built' drawings

All existing information in respect of the site has been appended to this document. Where insufficient information is available, the relevant party should raise this to the attention of the Client.

6.0 The Design and Construction Hazards

In accordance with the Regulation 9 'Duties of Designers' under the Construction (Design & Management) Regulations 2015, designers (including the Principal Contractor and suppliers with design duties) are required to provide the Client, Principal Contractor, Principal Designer and other members of the project, with satisfactory design information in respect of the project and this should be an ongoing process to assist the project team discharge their obligations under the Regulations.

All entities with a design function should fully understand the duties required of them and ensure full compliance throughout. They are also required to take account of the Workplace (Health, Safety and Welfare) Regulations 1992, as required under Regulations 9-10 of the Construction (Design & Management) Regulations 2015.

The following significant hazards or work sequences have been identified from the design stage which cannot be avoided and will be a risk to the health and safety of construction workers and others. The Principal Contractor should ensure adequate risk control measures are established to address significant hazards within the design.

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

Significant/ Residual Risks: The general principles of the design, as it has been developed thus far, are identified in drawings, specifications and other documents prepared by designers. Any significant/ residual risks are to be recorded by the designers in design risk registers or noted on drawings for ease of reference by other designers and project team members. The current design philosophy seeks wherever practical to minimise below-ground interventions and permanent fixings. Moveable planters, street furniture and landscape features have been selected to reduce excavation requirements and minimise potential clashes with existing underground services. Where alternative contractor proposals introduce additional excavation, foundations or permanent fixing arrangements, the contractor shall review the associated risks and consult with the Principal Designer prior to implementation.

Temporary works: British Standard 5975 gives recommendations for the procedures required to ensure that the temporary works are conceived, designed, specified, constructed, used and dismantled in a safe and controlled manner.

Where necessary, the following parties should be appointed;

- Temporary Works Co-ordinator responsible for seeing the works have been defined/ specified, the design has been followed and checked at appropriate stages.
- The Temporary Works Supervisor responsible for safe and proper erection, use and dismantling.
- The Temporary Works Designer responsible for creating the design to the TWC's specification.

Temporary works that may be required for this project could include the following;

- Site fencing
- Site office and welfare facilities
- Traffic management
- Site signage
- Exclusion zones

DANIEL CONNAL PARTNERSHIP

6.2 Work activities that will require co-ordination by designers including contractors with a design duty and handling design changes

Exchange of Design Information: Where elements of the design are carried out by the Principal Contractor or their specialist contractor, the Principal Contractor should ensure information in respect of these risks is passed to relevant design/ project parties. Where design risks cannot be designed out, the Contractor must prepare a suitable method for carrying out the works in a safe manner which does not pose a risk to other users of the local buildings, operatives on site including those carrying out the tasks in hand.

Coordination of design work and design changes: Changes in design, or changes which negate primary assumptions made in the Construction Phase Plan, whether made by the Design Team or the Principal Contractor, and which may significantly affect the Principal Contractor's health and safety arrangements and sequence of working shall be referred to relevant design/ project parties in advance before any change is implemented.

6.3 Significant hazards or work sequences requiring controls early in the project progress

The Principal Contractor shall address the following key risks in the Construction Phase Plan:

- Public interface: working within an operational courtyard, using phased working and temporary barriers to separate the public from works, plant and tools.
- Access: maintaining accessible routes to the Information Centre, communal facilities and tenant units, together with escape routes and emergency access.
- Deliveries and heavy seating: planning safe off-loading, movement from the rear car park to site areas through restricted routes and archways, and final positioning of heavy seating, planters and other materials. The Contractor shall consider load weights, access constraints and suitable handling equipment.
- Services and ground penetration: avoiding underground and overhead services during fixings, excavation, deliveries and lifting, with service checks and the Contractor's own permits where required.
- Health and site conditions: controlling manual handling, dust, noise, vibration and slips or trips affecting workers, occupants and visitors.
- Retained features: protecting buildings, paving, drainage and planting from damage or obstruction, and avoiding disturbance to nesting birds, bats or other protected species if encountered.

6.4 Other materials requiring particular precautions

COSHH Assessments: Common materials used during construction may present health and safety hazards requiring the Principal Contractor/ specialist contractors to carry out COSHH or other risk assessments and to introduce control measures.

Health and Safety Data Sheets: The Principal Contractor and their specialist contractors are required to include copies of Safety Data Sheets with their risk assessments/ method statements as appropriate to the task in hand.

6.5 More common hazards must be controlled by the application of good site management practices, these being known to competent contractors and not listed above.

7.0 Health Hazards

Where specific health hazards have been identified, the Principal Contractor should include an explanation of the risk and the method of eliminating, reducing or controlling the risks within their Construction Phase Plan. If there is a potential for the works to cause further health hazards as they progress, these should also be considered within the plan.

Noise and Vibration

The Principal Contractor should outline their proposed arrangements for reducing noise and vibration, both in respect of being a hazard to the health of site personnel, and as a potential public, or statutory nuisance.

Dust and fumes

The Principal Contractor is required to take steps generally to control the emission of dust and fumes, for example by using dust suppressing equipment. Where creation of dust or fumes is unavoidable, appropriate Personal Protective Equipment is to be worn.

Manual Handling (Movement of Heavy Materials and Plant)

The Principal Contractor shall describe their proposals, with consideration to potential health risks arising from manual handling activities, within their Construction Phase Plan. Where construction materials (timber, steel or masonry) exceeding 20 kg in weight are required to be installed, the Principal Contractor shall describe the method of transporting/unloading/installing same paying due attention to the health and safety aspects associated with handling heavy materials.

Welding

All contractors undertaking welding activities should ensure effective engineering controls are provided and correctly used to control fume arising from those welding activities. Where engineering controls are not adequate to control all fume exposure, adequate and suitable respiratory protective equipment (RPE) is also required to control risk from the residual fume.

Exposure to UV radiation (from the sun)

Where there is the potential risk of exposure to the sun, operatives are to comply with following HSE guidance - The sun protection six-point code and ‘keep your top on’ health risks from working in the sun.

Silica Dust

Where the works involve the cutting of bricks, paving slabs, kerb stones or other concrete products, there is the potential for generating silica dust, which can lead to respiratory illnesses including silicosis. Silica dust generated by work activities needs to be adequately controlled by ‘wet’ systems or LEV/vacuum systems, PPE should be a last resort.

Trees, nesting birds and bats

Nesting boxes are present; however, works are being undertaken outside the recognised bird nesting season (February to August). Should any evidence of nesting birds be identified during the works, activities within the affected area shall cease and appropriate ecological advice shall be sought before works continue.

Musculoskeletal Disorders

Back and other muscle and joint injury from moving, lifting and handling loads and hand-arm vibration syndrome; pain and numbness in the fingers and hands caused by the use of vibrating tools.

8.0 Site Rules

The Contractor is reminded of the high public profile that the Client enjoys and must ensure that no site activity reflects adversely on the Client by complying with contract conditions, local bylaws and all relevant health and safety legislation including the following:

All operatives on the site are to wear adequate Personal Protective Equipment designed for that type of work and to take precautions to prevent the health and safety of other work persons being affected by their work process.

Smoking and burning of rubbish/ waste is not permitted on site.

Audio equipment/ radios are not permitted on site.

All portable equipment not in use shall be isolated and carefully stored. Items of plant not in use shall be rendered safe and isolated.

The Principal Contractor (site operatives) are to maintain the site in a tidy condition, especially along pedestrian and vehicular routes. Appropriate dust control measures should be implemented.

The Principal Contractor shall take such steps as necessary to protect adjacent properties to which surround the site from damage, and to prevent the workforce from trespassing on neighbouring sites.

Operatives are to remain fully clothed on site and to wear some form of identification.

Conformity with all statutory requirements, including Asbestos at Work Acts, Electricity at Work, PPE and Noise at Work Acts, COSHH etc. Regulations.

Hot-working ‘permit to work’ system required complying with appropriate HSE and other recommendations.

All site operatives and visitors are to undergo a site safety induction course before commencing work on site.

9.0 Health and Safety File

The Principal Contractor is to submit to the Principal Designer appropriate information during the course of the contract for inclusion in the Health and Safety File.

The health and safety file is defined as a file appropriate to the characteristics of the project, containing relevant health and safety information to be taken into account during any subsequent project.

The file must contain information about the current project likely to be needed to ensure health and safety during any subsequent work, such as maintenance, cleaning, refurbishment or demolition.

When preparing the health and safety file, information on the following should be considered for inclusion:

(a) a brief description of the work carried out;
(b) any hazards that have not been eliminated through the design and construction processes, and how they have been addressed (eg surveys or other information concerning asbestos or contaminated land);
(c) key structural principles (eg bracing, sources of substantial stored energy – including pre- or post-tensioned members) and safe working loads for floors and roofs;
(d) hazardous materials used (eg lead paints and special coatings);
(e) information regarding the removal or dismantling of installed plant and equipment (eg any special arrangements for lifting such equipment);
(f) health and safety information about equipment provided for cleaning or maintaining the structure;
(g) the nature, location and markings of significant services, including underground cables; gas supply equipment; fire-fighting services etc;
(h) information and as-built drawings of the building, its plant and equipment (eg the means of safe access to and from service voids and fire doors).

There should be enough detail to allow the likely risks to be identified and addressed by those carrying out the work. However, the level of detail should be proportionate to the risks. The file should not include things that will be of no help when planning future construction work such as pre-construction information, the construction phase plan, contractual documents, safety method statements etc. Information must be in a convenient form, clear, concise and easily understandable.

10.0 Existing Drawings, Reports and Relevant Site Information

This Pre-Construction Information Pack is to be read with the current tender and design information. Information appended with this document includes:

Appendix D: Photographic Information

- Photos provided of the existing environment

Appendix E: Principal Designer HARM Register

- A project HARM Register has been set up by the CDM Principal Designer, to capture significant risks identified by the project team.

Appendix F: Existing Survey Information

- Topographic survey drawing, Curvasure.

Appendix G: Desktop utility search

- Desktop utility search and statutory undertaker enquiry has been undertaken for the project location at Betws-y-Coed, reference CEN38930. The search was completed by Centara Ltd.

11.0 Client Brief

Health & Safety Goals For The Project

The health and safety main objective is to ensure that adequate actions and precautions are taken to prevent harm being caused to those operatives carrying out construction work and others who may be affected by the works within the vicinity, and that the properties may be safely occupied and maintained.

Accordingly, the client has determined that the following arrangements will be made to manage health and safety for this project:

The team identified in Section 3 are to be appointed to develop the design.

The client considers all appointees have the appropriate skills, knowledge, training and experience and organisational capability to manage health and safety risk.

Formal appointment documents are to be produced to ensure the roles, functions and responsibilities of the project team are clear.

The client will ensure that an adequate Health and Safety File is provided at the end of the project to assist current and future responsible persons in safely occupying and maintaining such environment.

The Client expects that all Designers will comply with Regulation 9 of the CDM Regulation and:

Take into account the General Principles of Prevention (See Appendix A) when preparing or modifying designs.

Regularly liaise with other Designers to ensure that design may be co-ordinated to positively influence health and safety.

Co-operate with Contractors and the Principal Contractor to take into account the practicalities of building the design.

Adopt a design risk management process at each stage of your design.

Take all reasonable steps to eliminate risks (see Appendix B for RAG Lists) or control them.

Provide information about residual risks to the Principal Designer.

12.0 Notification Form F10

The Construction (Design and Management) Regulations 2015 set out the criteria under Regulation 6 for determining whether a project is notifiable. Based on the anticipated programme duration, it is not expected that the project will meet the notification thresholds.