

**Proposed Propping,
Partial Mini-Pile Underpinning
and Partial Rebuilding
at 33 The Crescent, Brimington**

Pre-construction Health and Safety Information

Produced for

Chesterfield Borough Council



CHESTERFIELD
BOROUGH COUNCIL

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Acknowledgements

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Record of Amendments

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Contents

	Introduction	5
1	Description of the project	6
1.1	Project description and programme details	6
1.2	Location details	6
1.3	Location map	6
1.4	Contacts	7
1.5	Whether or not the structure will be used as a workplace	7
1.6	Extent and location of existing records and plans	7
2	Project management arrangements & client's considerations	8
2.1	Project organisational structure	8
2.2	Planning and management of the work, including any health and safety goals	8
2.3	Client's permit to work systems	10
2.4	Emergency procedures and means of escape	10
2.5	Site transport arrangements or vehicle movement restrictions	11
2.6	Activities on or adjacent to the site during the works	11
2.7	Arrangements for communication and liaison between parties	11
2.8	Security arrangements	11
2.9	Restricted Areas	11
2.10	Welfare provisions	11
2.11	Site Hoarding requirements	11
2.12	Fire precautions	11
2.13	Confined spaces	11
2.14	Smoking and parking restrictions	12
2.15	Health and safety of the clients employees or those involved in the project	12
3	Existing health and safety hazards	13
3.1	Safety hazards	13
3.2	Health hazards	14
4	Significant design and construction hazards	16
4.1	Significant design assumptions and suggested work methods	16
4.2	Arrangements for co-ordination of ongoing design work and design changes	17
4.3	Identified hazards	17
4.4	Information on significant risks identified during design	18
4.5	Particular risks	18
4.6	Materials requiring particular precautions	18
5	The health and safety file	19
5.1	Layout and format	19

APPENDICES

Appendix A – Location plan

Introduction

The pre-construction information pack provides the health and safety focus for the design and construction phase of a project.

The purpose of pre-construction information is to ensure, so far as is reasonably practicable, that from conception to completion the project is delivered in a way that minimises harm to anyone undertaking or affected by the project activities.

To do this effectively the document needs to contain relevant information in a convenient form and be clear, concise and easily understood and be shared with all other duty holders on the project. This pre-construction Information document will be issued to all those managing, designing and constructing the works.

The acquisition and communication of pre-construction information is a legal requirement of the Construction (Design and Management) Regulations 2015.

1 Description of the project

1.1 Project description and programme details

Number 33 The Crescent sits at the North - East end of a terrace of 4 two - storey houses, constructed around the middle of the 20th Century. Some of the external and internal walls have undergone subsidence. It is proposed to underpin those walls.

Key dates:

PLANNED START DATE		PLANNED FINISH DATE
18 March 2024		17 May 2024
	Date	Description
	5 February 2024	Tender issued
	8 March 2024	Tenders return
	11 March 2024	Approval period starts
	25 March 2024	Order Issued
	1 April 2024	Commence Works on Site
	31 May 2024	Completion on site

The minimum time to be allowed between appointment of the principal contractor and instruction to commence work on site is 1 week.

1.2 Location details

33 The Crescent
Brimington
Chesterfield
Derbyshire
S43 1AZ

1.3 Location map

Ordnance Survey Grid Reference: 439476, 373345

See **Appendix A: Location Plan** (22711 / S / 2033)

1.4 Contacts

Duty Holder	Organisation	Contact name	Address	Other contact details	
Client	Chesterfield Borough Council	Nicola Fletcher	Housing Services Town Hall Rose Hill Chesterfield S40 1LP	(T)	01246 959754
				(M)	
				(E)	Nicola.fletcher@chesterfield.gov.uk
Principal Designer	CBC Property and Technical Services	John Muddiman	3 rd Floor Town Hall Rose Hill Chesterfield S40 1LP	(T)	01246 959723
				(M)	07790 977334
				(E)	john.muddiman@chesterfield.gov.uk
Project Manager	TBC	TBC	TBC	(T)	
				(M)	
				(E)	
Principal Contractor	TBC	TBC	TBC	(T)	
				(M)	
				(E)	

1.5 Whether or not the structure will be occupied during the works

The property is currently vacant and will remain so for the duration of the works.

1.6 Extent and location of existing records and plans

TYPE OF RECORD	REFERENCE	DESCRIPTION	LOCATION
Statutory Undertakers Plans		BT Gas Severn Trent Water Virgin Western Electric Yorkshire Water Services	To be passed to Contractor during feasibility stage
Asbestos Refurbishment Survey	J124650		To be passed to Contractor during feasibility stage
Health and Safety File	-	None Available	N/A
Ground Investigation Report	NE4037A	By Sub - Surface	To be passed to Contractor

2 Project management arrangements & client's considerations

2.1 Project organisational structure

It is expected that the Principal Contractor will have a competent supervisor / manager in attendance at all times during the works.

To facilitate the necessary communications required on the project, the Contractor will be appointed as the Principal Contractor. The Project Manager and Principal Designer will facilitate if needed any design reviews required to achieve the construction programme.

The Principal Contractor will be responsible for developing the Construction Health and Safety Plan. Under CDM 2015 the complete Health and Safety File will also be produced by the Principal Contractor for assessment by the Principal Designer on contract completion which will form a record of works carried out and information deemed necessary for future use. This must be issued to the Project Manager at completion for inspection.

Due to the scale of the works, the works are notifiable to the HSE. Therefore an F10 notice will be submitted when the preferred contractor is identified.

2.2 Planning and management of the work, including any health and safety goals

The following arrangements relate to the planning and management of the design work and construction work:

- A designated Site Safety Officer is to be appointed by the Principal Contractor. A copy of their CV is to be included with the submitted Construction H&S plan for approval.
- All persons working on or visiting site works shall be made aware of the health and safety procedures by the Principal Contractor who shall maintain a record of all visitors to the site.
- All temporary works required must be designed, independently checked, submitted to the designer for approval and erected prior to access to any potentially unsafe areas.
- All asbestos containing materials will have been removed from the site by the demolition Principal Contractor, prior to the new-build construction. Should further suspicious material be identified during demolition then work should be suspended and the Project Manager notified immediately.
- High visibility jackets, safety helmets and safety footwear must be worn by all operatives and shall be provided by the Principal Contractor to all visitors to the site. Other Personal Protective Equipment (PPE) shall be worn to suit the task in hand.
- The Site shall be kept clean and tidy and any spoil and waste shall be removed regularly in accordance with current regulations. Burning of waste material is not permitted.

- The Contractor should be considerate of that fact the neighbouring properties/structures. Therefore, noise and dust shall be kept to a reasonable minimum by the implementation of appropriate measures.
- Plant and machinery shall be adequately silenced and appropriate for the activity being undertaken.
- Any large items of plant shall be immobilised when not in use.
- Working at height will be required throughout the contract, all risk should be reduced as far as practicable and safe working procedures should be in place ensuring contractor's staff and the general public are not put at risk.
- The Principal Contractor shall ensure all workers receive site induction training covering; site access & egress routes, site rules, vehicles and storage, emergency procedures and first aid conditions.
- Storage will only be permitted within the works site boundary and allocated site compound, or as agreed with the Project Manager.
- No alcohol shall be consumed by site workers during normal working hours including rest breaks.
- Site should be smoking free, including the use of vapor or electronic cigarettes.
- Should the need arise the Principal Contractor shall provide on-site, sufficient hygiene units either mobile or modular for the use of all persons who must enter the work or transit zone. The hygiene facilities shall be of a design in accordance with HSE Guide HSG/247.
- The hygiene facilities shall be maintained on-site throughout the whole works and be of the appropriate size to provide the necessary showers, washing and storage facilities to meet the requirement of the works.
- All existing site features that are to remain shall be adequately protected.

Health and safety goals:

- The goal is to achieve zero accidents on the development of this site
- The Site Manager must have undertaken at least 4 days H&S training within the previous 2 years.
- No manual handling of items weighing more than 20kg.
- All construction operatives will have received at least 3 hours manual handling training in the preceding 3 years.
- All construction operatives including subcontractors/specialists to be Asbestos aware & CSCS registered.

- It is desirable that the Contractor is a registered member of the Considerate Constructors Scheme, at the very least the Contractor should ensure that the site is registered with the scheme.
- The site(s) shall be effectively secured at all times to keep the contractors workers and the general public out of danger.
- Storage of materials and all equipment is to be secured to keep contractors workers and general public out of danger.
- Collective rather than individual controls shall be established to provide for safe working at height.
- All hand-held power tools shall have been assessed for their vibration levels and a management system established to eliminate or reduce Hand Arm Vibration Syndrome risks.
- No reversing of vehicles or plant shall be allowed without being controlled by a competent banksman.
- The Principal Contractor must carry out a weekly written formal site inspection, copies of which should be sent to the Project Manager.
- All equipment/plant used for working at height is checked on a daily basis to ensure both contractors staff and the general public are not put at unnecessary risk
- The Contractor will arrange fortnightly site health and safety audits and allow for weekly health and safety inspections/audits undertaken by the Project Manager and/or the Principal Designer. The Principal Contractor shall co-operate with any inspector/auditor. This does not absolve the Principal Contractor in any way of their responsibilities under CDM 2015 or the Health and Safety at Work Act 1974 with regards to health and safety.
- The Principal Contractor shall maintain records to demonstrate the achievement of the project safety goals.

The Principal Contractor shall maintain a site accident book and shall make this available for inspection. Any incidents/accidents/ill-health occurrences that are reportable under RIDDOR shall be notified to the Project Manager on the same day as the incident occurred.

2.3 Client's permit to work systems

No specific permits to work are required from the Client

All necessary permits to work within public highway/footway (if necessary) should be obtained prior to work commencing on site.

All other permits and authorisations to be established by the Principal Contractor.

2.4 Emergency procedures and means of escape

The Principal Contractor must provide emergency procedures and a means of escape during the works and a plan showing the routes and procedure should be provided to the Project Manager prior to commencing any works.

2.5 Site transport arrangements or vehicle movement restrictions

The only available access route to site is from The Crescent, which is off Lansdowne Road, Chesterfield. There are a large number of pedestrians who use the footway that runs in front of the property.

2.6 Activities on or adjacent to the site during the works

Pedestrian access to the footway should be maintained at all times.

2.7 Arrangements for communication and liaison between parties

Any liaison with adjacent land-owners and occupiers will be arranged by the Principal Contractor in the first instance. All contacts with the general public and other adjacent parties shall be documented in writing.

2.8 Security arrangements

To be established by the Principal Contractor. The site should remain safe and secure throughout the contract and measures put in place to avoid unauthorised access to the site.

The area for which the contractor will be responsible is clearly defined on the drawing contained in Appendix A.

2.9 Restricted areas

Areas not part of the works or welfare provision are out of bounds to the Principal Contractor and their staff unless otherwise agreed with the Client. The Principal Contractor shall have no access to land other than the designated site.

2.10 Welfare provisions

The Principal Contractor will provide all necessary welfare facilities for the workforce including toilets, messing, drying, water supply and telephone.

2.11 Site hoarding requirements

The Principal Contractor will provide all necessary site hoarding required to keep the site perimeter secure. The hoarding to be supplied by the client, fixed and maintained by the Principal Contractor.

2.12 Fire precautions

Adequate first aid & fire appliances should be provided for the duration of the works by the Principal Contractor. Site Induction shall include; the first aid and fire appliances available, their suitability of use and details of how to activate.

Also a description of evacuation procedures and details of how to raise the alarm internally and externally is to be provided and inducted to all contractors' staff.

2.13 Confined spaces

For any area recognised as a confined space, a permit to work process must be in place for this element of the project.

2.14 Smoking and parking restrictions

Smoking, inclusive of vaping will only be permitted in a designated smoking area to be established by the Contractor. Smoking areas shall be kept away from all adjacent properties.

Contractor parking arrangements and traffic management is to be submitted with Method statements. The contractor should park on site if space permits and park on the street otherwise.

2.15 Health and safety of the clients employees or those involved in the project

The Principal Contractor shall ensure strict adherence with any pre-determined traffic/movement routes, delivery times or restrictions identified at the Contract commencement, and shall implement traffic/route management and safety measures to protect all operatives, vehicles and pedestrians in the vicinity of the works.

Pedestrian access around the site is also to be controlled using appropriate signage.

The Principal Contractor is to ensure any subcontractors make adequate provision for the selection of drivers and general vehicle safety.

The Principal Contractor is to develop a fire evacuation procedure, the Principal Contractor shall provide details of First Aid cover on site and the name of the responsible person for fire safety. Fire evacuation route must be displayed in an appropriate place. All existing fire exits shall be maintained.

The Principal Contractor is to identify and display the names of all the first aiders on site in the site cabins.

There are parking restrictions on site, contractors vehicles are only to be parked in designated areas as agreed.

The Principal Contractor will be required to liaise closely with all major stakeholders to ensure that any health and safety interfaces between the stakeholder's activities and those of the Principal Contractor are fully understood and adequately addressed in advance of the works being carried out.

The Principal Contractor is required to carry out risk assessments, and to prepare method statements explaining the proposed measures for controlling the risks created by any interface with existing operations, and for managing these aspects of the works. These are to be included in the Construction Phase Plan.

3 Existing health and safety hazards

3.1 Safety hazards

3.1.1 Boundaries, access and working space, including temporary access and site traffic management arrangements.

Access to the site will be agreed with Chesterfield Borough Council and the Project Manager. Arrangements will be made by the contractor for emergency access and egress for the duration of the contract.

Emergency access to the site must be maintained at all times for the duration of the contract.

Also refer to Section 2.5.

3.1.2 *Adjacent land uses and impacts*

Refer to Section 2.6.

3.1.3 *Existing storage of hazardous materials*

No hazardous materials are believed to be stored on site. If any materials that are believed to be hazardous are uncovered during the construction project, then the Project Manager must be notified and works must cease immediately.

3.1.4 *Location of existing services - particularly those that are concealed*

Statutory Undertakers plans will be provided to the Principal Contractor. The Principal Contractor shall obtain other service providers plans as required. Details of any existing underground services shall be held on site. The contract includes for the Contractor to undertake a sub-surface service scan to locate unrecorded site services to ensure the design of the temporary access works do not interfere with these.

3.1.5 *Ground conditions*

A Ground Investigation survey was carried out, after the subsidence was reported. A copy of the report produced from the survey is available for information, but the Contractor should undertake any additional ground investigation works deemed necessary, to undertake the safe design of the temporary works.

3.1.6 *Information about the existing structures*

A report was undertaken and provides all known information available for the structure as listed in section 1.6.

The reports and information provided with the site information and should be reviewed by the Principal Contractor.

3.1.7 *Previous structural modifications, including weakening or strengthening of the structure*

Cracks have occurred within the external and external walls, due to the subsidence.

3.1.8 *Fire damage, ground shrinkage, movement or poor maintenance which may have adversely affected the structure*

As Section 3.1.7

- 3.1.9 Any difficulties relating to plant, equipment and structures in the premises, such as overhead obstructions / gantries whose height restricts access or working spaces.

The site has overhead telegraph / power cables.

- 3.1.10 *Health and safety information contained in earlier design, construction or 'as-built' drawings, such as details of pre-stressed or post-tensioned structures*

As Section 3.1.6

- 3.1.11 *Health and safety information contained in earlier design, construction or 'as-built' drawings, such as details of pre-stressed or post-tensioned structures*

As Section 3.1.6

3.2 Health hazards

- 3.2.1 *Asbestos, including results of surveys*

An Asbestos Refurbishment Survey is available for the main structure. .

If a contractor in carrying out the works should come across a suspected ACM of which there has been no prior warning, the particular work shall cease forthwith and the Contractor shall contact the Project Manager for advice, before recommencing the work.

- 3.2.2 *Existing storage of hazardous materials*

No hazardous materials are believed to be stored on site. If any materials that are believed to be hazardous are uncovered during the project, then the Project Manager must be notified and works must cease immediately.

- 3.2.3 *Contaminated land, including results of surveys*

A Ground Investigation survey was undertaken by Sub Surface North East Limited in 2021 and a copy is available ref: NE4037A.

A Health and Safety Hazard Assessment for the detailed undertakings should be carried out as stipulated under the Construction Design and Management (CDM) Regulations 2015, with due regard to the laboratory test results and also identifying procedures for dealing with any unforeseen hazardous conditions.

The contractor should carry out contamination testing as required.

PPE consisting of overalls, gloves and suitable protective footwear and headgear are considered appropriate by the report. However, as asbestos is carcinogenic by inhalation, it is recommended that all groundworks should be undertaken in adequately ventilated areas.

Respiratory PPE should be considered if man entry to any confined spaces/excavations is required. Further advice on PPE and confined space working is given in HSE Publication HS(G)66 (1991) 'Protection of Workers and the General Public During Development of Contaminated Land'.

The Control of Asbestos Regulations 2012 include the requirements for measurement of asbestos present in the air and for site workers to prevent or reduce the spread of asbestos across the site to the lowest level reasonably practicable. These provisions should be adhered to on the site.

3.2.4 *Existing structures containing hazardous materials*

No existing waste materials to be left on site upon completion.

3.2.5 *Health risks arising from Client's activities*

None.

4 Significant construction hazards

4.1 Significant design assumptions and suggested work methods

The work will be undertaken adjacent to a live highways and public footpaths, the safety of all users should be considered throughout the contract

Residual hazards have been identified in this document and in design information provided. It is the duty of the Principal Contractor to identify all health and safety matters that relate to the works and put forward a proposal for managing these hazards prior to the commencement of relevant works.

The following control measures should be adhered to, to minimise the risk of injury to Contractors personnel:

- Site security to be maintained.
- Should any material suspected of containing asbestos or other hazardous substances be suspected, then work should cease immediately and the Project Manager informed.
- Any bird droppings / guano found on site to be removed, from site
- Any temporary works/propping to be designed and installed prior to any work commencing if required. This should be independently checked and a copy provided for checking to the Project Manager for checking by the designer.
- Noise and dust levels to be kept low and work within the hours stipulated within the contract documentation.
- No materials or equipment weighing more than 20kg are to be manually handled.
- All construction personnel will have received at least 3 hours manual handling training within the preceding 3 years.
- Where it is necessary for vehicles and plant to reverse, this may only be performed under the control of a competent banksman.
- The use of hand-held power tools shall be minimised and where these are necessary the vibration levels shall be assessed to achieve a HAVS exposure level which is less than 2.5m/s^2 over 8 hours.
- No mud, dust or debris shall be allowed to be caused external to the site boundaries and on highways.
- Site security shall be maintained, if necessary in the form of solid panel heras fencing with lockable gates as a minimum, which should be at least 2.0m in height.
- No work, especially waste or site delivery vehicles shall cause any disruption to the local traffic flow.
- Access should be maintained to adjacent properties, for the full period of the contract
- Care must be taken as to the risk of unknown live services being located within the site boundary.
- All intrusive works should be carried to the requirements of HSG 47 2000 Avoiding Danger from Underground Services (ISBN 0-7176-1744-0) for the protection of services and personnel

4.2 Arrangements for co-ordination of ongoing design work and design changes

The procedures for the consideration and acceptability of the health and safety implications of contractor prepared designs shall follow the principles of prevention and protection and take into account those issues highlighted in this Pre-Construction Information.

Details of health and safety hazards, which cannot be eliminated, are to be submitted to the Project Manager for issue to the Principal Designer, together with the proposals for mitigation or control, in sufficient time to allow adequate consideration by the Principal Designer.

Procedures for dealing with unforeseen events during the project which result in substantial design changes and which might affect the project are as follows:

- The Project Manager is to be immediately informed for issue to the Principal Designer by the Principal Contractor of the circumstances relating to the event.
- The health and safety issues arising from any unforeseen occurrence are to be submitted to the through the Project Manager for issue to the Principal Designer as soon as is practicable.
- In the event that any re-design is required, for whatever reason, the health and safety implications of the modified design shall be submitted for consideration to the Project Manager for issue to the Principal Designer in due time before execution.
- The Principal Contractor is to confirm the arrangements for monitoring and reviewing the compliance with health and safety issues in the Construction Phase Plan.
- At the Principal Designer's request, the principal contractor shall submit amended parts of the Construction Phase Health and Safety Plan for the Principal Designer's review prior to the related construction activities being undertaken.
- The Principal Contractor shall transmit the minutes of site meetings to the Client through the Project Manager.
- The Principal Contractor shall inform the Client through the Project Manager of any unforeseen circumstances.

4.3 Identified hazards

General site hazards include:

- Working in the vicinity of live services
- Movement of plant / delivery of materials
- Working in close vicinity of the general public
- Working at height
- Working in dust rich atmosphere
- Possible working in areas containing bird droppings/guano
- Working with hazardous materials/paints/finishes etc.
- Noise
- Restricted light
- Requirements for temporary works
- Manual handling
- Environmental conditions such as rain or high winds
- Dangerous/unsafe structures, in the partially constructed phase.
- Using wet mortar with potential for cement burns.
- Asbestos and Asbestos containing materials found in the ground or wall construction.

- Power
- Live services
- Mobile plant (LEV)

If material is discovered during excavation that the Principal Contractor considers may be a hazard to the workforce the Project Manager and Principal Designer shall be informed immediately and an appropriate course of action agreed.

4.4 Information on significant risks identified during design

The Principal Contractors designers are to provide information with the design, of any significant risks that remain for the project, to ensure that the Principal Designer, other designers and contractors are aware of these risks and can take account of them.

There are no other significant risks identified at this stage that a competent contractor should not be fully aware of. Refer to 1.6 and 3.2.

The hazards that have been identified in Section 4.3 may pose a risk to the health and safety of construction workers and others authorised to be on the Site. The Principal Contractor is required to control the risks from these hazards, and to prepare detailed risk assessments and method statements for managing these aspects of the works.

4.5 Particular risks

The greatest risk from the project will be uncontrolled partial or full collapse of the structure during the unfinished construction phase. Suitable adequate temporary works shall be designed and provided by the contractor, to ensure that stability is maintained until the structure is independently stable. The Principal Contractor must therefore provide an appropriate method of construction in conjunction with the Project Structural Engineer, ensuring the structural stability is not unnecessarily compromised.

The site is located within a suburban area. The safety of the public must be ensured throughout the refurbishment works.

4.6 Materials requiring particular precautions

The Project Structural Engineer is to identify any specific risk of the use of the proposed materials.

5 The Health and Safety File

5.1 Layout and format

5.1.1 The health and safety file will be presented as one hard copy and one electronic copy. A4 portrait format in clear plastic envelopes and contained in a loose leaf folder.

5.1.2 Electronic documents will be presented in the latest versions of Microsoft Word and BIM level 2 compliant.

5.2 Contents:

The contents of the Health and Safety File will be as follows:

- Brief description of the work and outline programme.
- Organisations involved in the project.
- As built drawings.
- Design statements from all designers.
- General details of the construction methods and materials used.
- Unexpected hazards encountered during construction.
- Location and identification of any services located during the works.
- Residual hazards with regards to maintenance and demolition.
- Details of the structure's equipment and maintenance features.
- Copies of all waste transfer notes.
- Copies of clearance certificates for all hazardous materials encountered.
- Statutory consents - Where conditions are imposed which influence Health and Safety procedures.
- Test and commissioning reports - Include performance figures from sub-contractors tests and consultant checks

Note: This is a general guide and may be added to or reduced as needed for the project.

5.3 Delivery

5.3.1 The Principal Contractor shall collate all appropriate information as it becomes available, and this shall subsequently be passed to the Project Manager for issue to the Principal Designer / CDM advisor for audit prior to issue to the Client.

5.3.2 The Principal Contractor is urged to implement an early procedure that advises contractors and materials suppliers of the detailed requirements for this record information.

5.3.3 The health and safety file as identified in CDM 2015 will be delivered in electronic form to the Project Manager for issue to the Principal Designer / CDM advisor within one week of completion by the Principal Contractor.

5.3.5 The Principal Designer will comment on this draft within two weeks of submission for the principal contractor to amend if necessary and formally issue to the Project Manager for issue to the Principal Designer in electronic form within a further two weeks.

5.3.6 The Principal Designer will issue the completed health and safety file to the Client.

This pre-construction information has been prepared by:

John Muddiman
(Structural Engineer) Principal Designer

Signed: J Muddiman

Date: 30.01.24

and is approved for issue on behalf of CBC by:

Robert Moss
(Senior Structural Engineer)

Signed: R Moss

Date: 30.01.24

