

GEBLERTOOTH



BA Fire Training Ground

Pre-Construction Information

Document History

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Introduction

This Pre-Construction Information document has been prepared by Gebler Tooth in conjunction with CBRE on behalf of the client representatives, BRITISH AIRWAYS and is specific to the Fire Training Ground.

The document's purpose is to assist the client in discharging their duties in accordance with the requirements of the Construction (Design and Management) Regulations 2015 (CDM 2015) and to provide Health and Safety information needed by designers and contractors. It should be used as the basis for the Construction Phase Plan and should be read in conjunction with all other information issued as part of the information flow. It also details the requirements of the Health and Safety file.

The Pre-Construction Information has been written in the knowledge that the Principal Contractor will have been judged competent by the Client to undertake this contract. It is therefore assumed that the Principal Contractor is fully conversant with all the commonly encountered construction risks, methods and materials and the measures needed to deal with them. The objective of this Pre-Construction Information is to highlight special features, risks and hazards that have particularly significant effects.

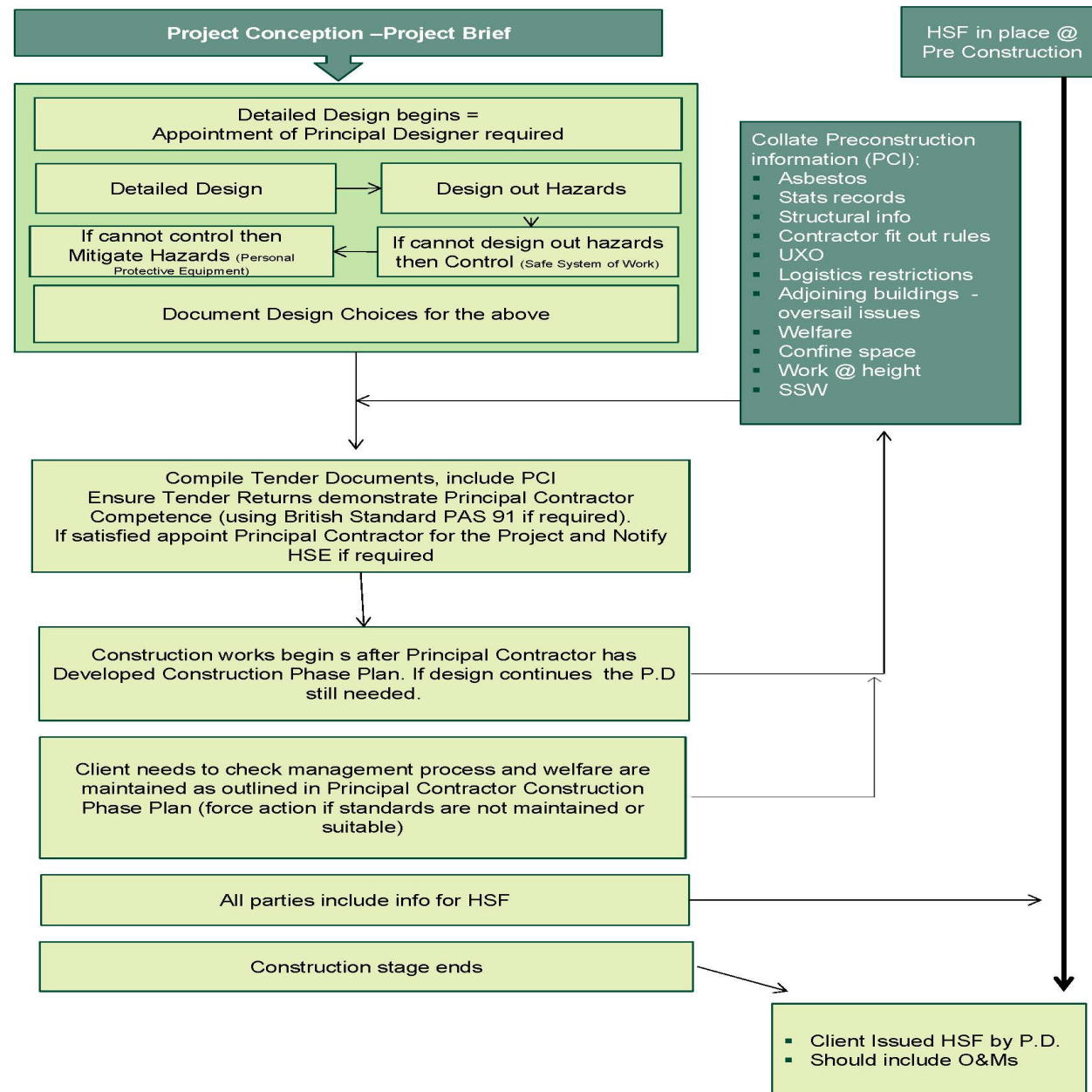
Under Regulation 12 of the Construction (Design and Management) Regulations 2015, the Principal Contractor is required to prepare a Construction Phase Plan.

The CDM 2007 Regulations have been replaced by the CDM 2015 Regulations which came into force on 6th April 2015.

All Designers are expected to provide information about significant risks associated with the design that cannot be eliminated, so it can form part of this pre-construction information.

This is a live document and may be amended as further information becomes available

CDM 2015 Process Map



1.0 INTRODUCTION

1.1 Project Address

Address:
British Airways East Maintenance Base
Near Vanguard House
Off Eastchurch Road
TW6 2AJ

1.2 Nature of the Construction Work and Outline Description of the Project

The works are to be undertaken in the BA Fire Training Ground and consist of the removal of the existing fire training container and ovens so that a new purpose build container can be located on the existing building slab, then the adjoin remaining existing buildings.

The facility is a fire training ground with a combination of both 'live' fire training via two gas supplied rigs in areas called 'fire Grounds' and a separate smoke training rooms plus classroom and learning zone. This facility is used by BA, third parties and cabin crew 7 days a week.

For further details of the works refer to GTA's design detailed design drawings.

1.3 Timescale for Completion of Construction Work

Start of construction date: TBC

1.4 Parking Arrangements

- The Principal Contractor shall comply with the stated requirements of the client and other users in respect of the car parking facilities on site.
- Parking restrictions apply in all areas of the site.
- The contractors, via the Principal Contractor, shall agree working areas with the Project Manager

1.4 Contact information for Health and Safety purposes

HSE Construction Office	Health and Safety Executive, Rose Court, London, SE1 9HS	National Helpline:	0845 345 0055 Web: www.hse.gov.uk
RIDDOR Reporting:	(Monday to Friday 8:30am to 5:00pm)	National Helpline:	0845 300 99 23 Email: riddor@natbrit.com (24 Hr)
Environmental Agency	National Customer Contact Centre: PO Box 544, Rotherham, S60 1BY	National Helpline: Web: Email:	08708 506 506 (Mon-Fri 8-6) www.environment-agency.gov.uk enquiries@environmentagency.gov.uk (except for reporting environmental incidents)
Hospital Walk In Centre	Ashford Hospital London Road London Road Ashford TW15 3FE	Tel	01784 884000
The nearest Hospital with an A&E department is approximately 3.9 miles away	Hillingdon Hospital Pield Heath Road Uxbridge Middlesex UB8 3NN		IMPORTANT NOTE: A route map from the site to the hospital is to be included with the Construction Phase Plan.

1.4 Details of Notification to Health and Safety Executive

At the time of writing it is not thought this project will be notifiable, however once the principal contractor has been appointed another review will take place to establish if the project needs to be notified as per the notification: lasts longer than 30 days AND has more than 20 workers, working simultaneously at any one point OR exceeds 500 person days

1.5 Workplace (Health, Safety & Welfare) Regulations 1992

The site will remain a workplace, and therefore the finished design will take into consideration the Workplace (Health, Safety & Welfare) Regulations 1992.

1.6 Extent and Location of Existing Records and Plans

A copy of the facilities Health & Safety/O&M manual can be found in the following location – this should be review prior to any works starting on site.

https://baplcmy.sharepoint.com/:f:/r/personal/thomas_lindemann_ba_com/Documents/External%20Sharing/LHR%20%20East%20Base%20Fire%20Training%20Ground?csf=1&e=DGyte1

2. Existing Environment

2.0 RESOURCES

2.1 Details of Site and Surrounding Land Use

The site is located within the East Operations Base which is accessed off Eastchurch Road leading from Southern Perimeter Road and Hatton Cross Roundabout.

The site generally comprises the following operational set ups:

- Operational Maintenance
- Aircraft movements
- Aircraft tug Movements
- Vehicle Movements
- Crew training

The facility is operational 7 days a week.

The Contractor shall be aware of client vehicles and staff moving within and around their working areas. The Contractor must take all measures to ensure the site area is fully accessible at the end of each shift. At no time must the contractor obstruct the operation of the facility without the prior approval of management.

Good neighbours: As advised the project is to be carried out in a live facility. Accordingly the Principle contractor, subcontractors and operatives are to be advised that they are to be courteous, polite and low profile whilst traversing public areas.

- Be considerate
- Act responsibly
- Be respectful
- Keep the site clean and tidy
- Be safe
- Be a good neighbour
- Be aware of environmental issues
- Be accountable for issues
- Be aware of the risks created by your work, and the risks posed to you by others.
- Be aware of working in an emergency facility and dangers this poses

2.2 Existing Services

The Contractor is to allow for identifying, locating and protecting and maintaining all existing services or, where required, the upgrading of services and plant equipment to the agreed scope of works. Attention is drawn to the H&S File / O&Ms that will be issued to the appointed Principal Contractor.

2.3 Site Clearance, Site Investigation Reports

It will be imperative for the Principal Contractor to establish ground conditions and the location of services before starting works.

The existing facility was built in 2015 so it is reasonable for the principal contractor to assume that no ACMs were used in the construction, however the apron concrete is lot older, therefore where this is required to be broken out the principal contractor is advised that an R&D survey for these areas should be carried out prior to any breakout works.

2.4 Existing Hazardous Materials on Site

The Principal Contractor must put in place a protocol for dealing with contaminates found during the works that are not listed or fully identified within the feasibility report.

Aviation fuel: Care should be taken in regards to residual aviation fuel on the apron when planning hot works.

Site Waste Management Plans Regulation 2008 (SMWP's) have been revoked, however these are considered to be good practice and SMWP's are required by Heathrow Airport.

2.4 Existing Hazards on Site

See below

2.6 Potential Hazards to Adjacent Areas and Users that may be created by the Site Works

This section is not intended to confirm any specific methods of working, but is primarily concerned with the identification of the most significant, non-generic or unusual hazards to this project.

Some of the less significant hazards, have not been included and it is expected that these will be dealt with by way of standard methods of control familiar to such competent contractors and included within their Construction Phase Plan. The building and the area around it will be in continual commission, twenty four hours a day seven days a week throughout the year.

Unusual hazards identified from the Design and Scope are included below:

Activity	Hazard(s)	Suggested Control(s)
		<u>General note:</u> Risk Assessments for each of the activities listed should be conducted and control measures communicated to operatives undertaking the works through a method statement.
Live operations, Vehicles moving through the site; - deliveries - removal of building debris - other users	Collision Crushing damage	
Stripping out of existing materials	Flying debris	Control Of FOD is imperative to the successful delivery of this project.
Dust and/or vapours	It is likely that dust will be created during strip out of the works causing inhalation and visual risk.	this should be monitored and water used for damping down as necessary.
Working from heights	risk to operatives and firemen of falling materials or equipment	See above and: temporary protection at parapets where risk identified. Operate a permit working at heights.
Removing items that may blow onto the adjacent aprons and affect Airfield Operations	FOD Damage to Aircraft	Correct waste management

Attention is drawn to the CDM risk register appended to this document

3. Project Design

3.1 Principles of Design and Sequences of Assembly

Principals of design and sequences of assembly can be found in the tender documents and drawings.

3.2 Significant Hazards or Work Sequences that cannot be designed out.

- Working at height.
- Work within adjacent to an active aircraft maintenance facility
- Client vehicle movements
- Erecting of Scaffold
- Use of Mobile Elevated Working platform
- Working adjacent to radio antenna and non-ionizing radiation emitting device.

4. Site Logistics

4.0 SITE LOGISTICS

4.1 Site Access and Egress

Access to the site will be via Eastchurch Road/Vanguard Road it will be left to the contractor to establish access and egress locations on site but care must be taken to prevent unauthorised access to the fire training ground.

Note: The Contractor will be required to comply with all site access, security and permit systems and procedures when attending site. Materials are generally to be stored off site or delivered “as required” within the working area.

4.2 Site Security

The Principal Contractor shall control access to his site and take all necessary measures to prevent unauthorised access within the areas of works. Security passes will be required to access site.

These can be obtained via the Project Manager. Permanent passes may need to be sponsored by the client and may take several weeks to be issued.

The Principal Contractor is to ensure that a security register is maintained of operatives and other personal on site. All personnel are to sign in and out and must not enter other areas outside the site boundary without the approval of the Project Manager.

At completion of the works the Contractor is to ensure all security passes issued to their operatives are returned to a designated manager.

4.3 Temporary Site Accommodation – Location and/or Restrictions

There is ample facilities within the facility for the provision of welfare, all ablution facilities can be used but must be protected from damage at all times.

All temporary site accommodation and storage will need to be suitably signed, illuminated and contained within barriers.

The security of any stored materials is the responsibility of the Principal Contractor.

4.3a Contractor Facilities

Welfare facilities: the Principal Contractor is to supply all Welfare Facilities for the project, these must conform to the requirements of schedule 2 of the CDM regs. 2015

4.4 Loading and Unloading – Location and/or Restrictions

No loading, unloading or storage will be allowed to block access roads to existing buildings or in any way impede existing operations. Access for emergency services to all areas must be kept clear and the road kept clear as a pedestrian fire escape route.

All storage of materials is to be on-site with the contractors compound or within the site boundary. Skips or containers to be used for rubbish will only be permitted with the prior approval of the Project Manager and are to be located where agreed with the Project Manager and facility manager.

Appropriate documentation of the transfer and disposal of waste material shall be provided by the Contractor as and when requested and shall be included as part of the handover documentation upon completion of the works.

4.5 Traffic/Pedestrian Routes

The facility is open 7 days week. All hours of work will therefore need to be agreed and authorised in advance with the Project Manager.

The contractors, via the Principal Contractor, shall agree working areas with the Project Manager.

The Contractor shall be aware of internal traffic and pedestrian routes within and around working areas. The Contractor must take all measures to ensure the site area is fully accessible at the end of each shift. The Contractor will restrict operations to the areas designated complying with the British Airways Health and Safety Requirements for Contractors manuals. Deliveries to the site are to be subject to a traffic management plan compiled and managed by the Principal Contractor.

There may be other works being carried out and all Contractors must liaise with each other.

4.6 Client Requirements (Health and Safety)

The Principal Contractor is to ensure that a register is maintained of operatives and other personal on site at all times.

The Principal Contractor is to be responsible for keeping his areas of work clean at all times and must remove all rubbish and debris prior to completion of each shift.

Contractors must ensure that all operatives comply with the current Airports site safety requirements and attend the mandatory any required site induction before start of works.

The Principal Contractor should manage and implement a site safety liaison between Sub-Contractors, Heathrow Airport Limited, utility companies and, where necessary, neighbors and adjoining construction sites. All Site Operatives to have appropriate Construction Skills Certification Scheme training.

The Principal Contractor shall co-ordinate the Health and Safety of all organisations and persons on specific areas of his site including utility companies and Contractors appointed directly by the Client. This will include for formulation of specific site rules, training and dissemination of information to the workforce.

Each organisation working on the sites shall nominate a safety representative who will co-ordinate safety with the Principal Contractor, ensure their personnel are informed of all significant hazards and that work is carried out in a safe manner.

The Principal Contractor will prepare a project specific Emergency Procedures Plan to identify the responsibilities and actions in the event of an accident, fire, explosion, work at height rescue, confined space rescue, or other relevant high risk work etc. This must be in conjunction with the Client Emergency Procedures.

The Principal Contractor is to ensure that adequate lighting is maintained throughout the works including temporary and emergency lights as required. It should be noted that any lighting on the roof is not thought to be serviceable and as such additional lighting may be required.

The Principal Contractor will be responsible for Authority to Work Permits.

Authorisation to work permits and statutory notifications are required for the following:

- Work with or isolation of any services
- Airfield and Apron working, subject to required permits
- Work to fire protection systems and compartmentation
- ASB5 Notification of licensable asbestos removal works

Note: - Work areas not identified as a confirmed space may become so e.g. where activities result in the displacement of oxygen.

4.7 Emergency Arrangements

Emergency firefighting and evacuation procedures are to be agreed prior to the start of construction. These should comply with the recommendations in the Joint Code of Practice 'Fire Prevention on Construction Sites' issued by the Building Employers Confederation and The Loss Prevention Council together with British Airways Procedures.

The Principal Contractor must take the existing firefighting and evacuation procedures for the site into account.

Emergency exit routes must not be obstructed. Access routes are to be kept clear at all times to avoid obstruction to operational and emergency vehicles. Parking for deliveries will only be allowed for the minimum time necessary for unloading and vehicles are to leave the area as soon as possible.

Storage of flammable gas, liquids or materials is not permitted within the site without a specific permit being obtained. Care must be taken to ensure all residual fuel has been removed from the area before commencing hot works.

The Principal Contractor shall;

- control access to his site and take all necessary measures to prevent unauthorised access within the areas of works.
- prepare an emergency procedures plan to identify the responsibilities and actions in the event of an accident, fire, explosion, etc. This must be in conjunction with the Client Emergency Procedures. The procedure is required with the Construction Phase Plan prepared by the Principal Contractor.
- prepare and update a Fire Risk Assessment for the project in accordance with the Regulatory Reform (Fire Safety Order) 2005.

As well as the restrictions above, the below site rules will be applicable to this project:

- The Principal Contractor will ensure all necessary emergency equipment (including first aid stations and fire extinguishers) is provided on site at specified locations, is maintained and operatives are trained in their use.
- Smoking is prohibited to all operational areas. Smoking stations are available within the Engineering Base (PM to advise).
- Radios and other noise producing entertainment equipment will not be permitted on site.
- The mandatory PPE for all contractors' operatives to wear on the airport are: Hard Hat, high visibility vests, safety glasses, ear protection, face masks to protect against dust inhalation, hand protection & suitable safety footwear. All PPE must fit correctly and be kept clean by operatives. Do not use damaged PPE.

The Principal Contractor is to: -

- Notify the Principal Designer and Project Manager of any accident or occurrence on site, which involves any employee in medical treatment or time off. Any notification to the Health and Safety Executive under the 'Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2012 shall be copied to the Principal Designer immediately.

- Inform the Principal Designer if any material or substance to be used is listed under the 'Approved Supply List' or 'Approved Carriage List' of the Chemicals (Hazard Information and Packing) Regulations 1993 or is comparable in hazard. COSHH Assessment of manufacturer's safety datasheets is to be included with the notification.

The above information is to be included by the Principal Contractor in their specific site rules and is to form part of the Principal Contractor's induction for ALL site operatives.

4.8 Hours of Work & Noisy Works

Generally working hours shall be 8am – 6pm Monday to Friday.

Work outside of normal site hours must not take place without the prior agreement of the Project Manager and Permit to Work being obtained.

Principal Contractor to agree with the Project Manager the hours of work 5 days minimum in advance, information required to be provided is to include list of operatives and details of operation to be carried out.

The Principal Contractor must ensure that noise levels are reduced to the minimum practicable level at all times. Noisy works to be minimised and to be limited to pre-defined hours to be agreed with BRITISH AIRWAYS .

5. Site Rules and Safety Goals

5.1 Site or Client Specific Rules

Refer to 4.6 and 4.7 above Client Requirements (Health and Safety)

All Site Operatives to have appropriate Construction Skills Certification Scheme training.

5.2 Safety Goals for the Project

It is the aim of all Airport projects to achieve the highest level of health & safety before, during and after a project. The Principal Contractor is responsible for ensuring the compliance of all relevant legislation, regulations and best practice on site.

To assist in achieving these safety goals the Principles of Prevention should be followed. These are a requirement of the Management Regulations and apply to all industries, including construction. They provide a framework to identify and implement measures to control risks on construction projects.

- a) Avoid risks
- b) Evaluate risks that cannot be avoided
- c) Combat the risk at source
- d) Adapt the work to the individual, especially regarding the design of workplaces, the choice of work equipment and the choice of working and production methods, with a view, in particular, to alleviating monotonous work, work at predetermined work rate and to reducing their effect on health
- e) Adapt to technical progress
- f) Replace the dangerous with the non-dangerous or less dangerous
- g) Develop a coherent overall prevention policy which covers technology, organisation of work, working conditions, social relationships and the influence of factors relating to the work environment
- h) Give collective protection measures priority over individual protective measures

Note: The Workplace (Health, Safety and Welfare) Regulations 1992 apply to the whole of this project.

6. Potential Risks Requiring Further Investigation

6.0 POTENTIAL RISKS REQUIRING FURTHER INVESTIGATION

6.1 Significant Hazards

This section is not intended to impose any specific methods of working, but is concerned primarily with the identification of the most significant, non-generic or unusual hazards considered pertinent to this project. Some of the less significant hazards considered commonplace, have not been included and it is expected that these will be dealt with by way of standard methods of control familiar to such competent contractors and included within their Construction Phase Plan. To be read in conjunction with 2.6 above.

The HSE's statistics for accidents in the construction industry show that the main cause of fatal injuries is falling; of people, or of objects falling on to people. As such the Principal Contractor should take every precaution to prevent materials falling off of all access equipment whilst undertaking the works.

Manual handling injuries still account for more days' sickness than any other single cause. The Client will require full consideration of manual handling procedures to minimize risk to employees, operatives and the public.

As the works will occur on a major international airport the principal contractor will need to control all waste and materials and prevent them being blown about by the wind. Any Foreign Object Damage (FOD) to aircraft will result in serious repercussions should they be attributed to the project.

See Appendix C for the CDM risk register.

6.2 Health and Safety Risks from Client Activities

Ongoing live operations in a working airport.

Other hazards present on the Airport may include:

- Dangerous chemical processes
- Non Destructive Testing (non-ionizing radiation)
- Aircraft taxiing, towing and parking
- Aircraft engine running
- Fire and explosive conditions
- Radiation from aircraft avionic equipment
- Areas of high noise levels
- Unfamiliar equipment and machinery.
- Access to aircraft and aircraft stands should be prevented.

Infestations: No specific infestations reported to date however pigeons occupy adjacent areas.

6.3 Concurrent Works

No concurrent works are known about at the time of writing.

6.4 Materials Requiring Particular Precautions

Contractors must;

- carry out COSHH or other Risk Assessments in respect of all hazardous materials or substances, referring to the relevant manufacturer's data sheets or specific HSE guidance regarding these materials and substances.
- make adequate provision for the introduction of appropriate measures during construction to prevent or control exposure to hazardous materials and substances
- HAL operate a material RED list; no materials on this list can be used at Heathrow Airport. The RED list can be found with in the tender documents

7. Construction Phase Plan

The Principal Contractor will assume responsibility for compliance with and implementation of all relevant statutory Health and Safety Legislation on site.

Construction work cannot commence on site until the Principal Contractor has prepared a Construction Health & Safety Plan which meets the requirements of the Construction (Design and Management) Regulations 2015, and which includes the relevant method statements as listed against item 9.00 of this document.

The CPP must be made available to tendering sub-contractors in order that they may be aware of the risks to Health and Safety and allocate the necessary resources to manage and control those risks.

The Construction Phase Plan should not be a generic company manual but a live document that grows as the works progress, and is reviewed and amended as new sub-contractors join the project. As part of the induction procedures all contractors starting on site should be made aware of the contents of the Health and Safety Plan and its location on site.

GTA and CBRE will require a minimum of 5 working days prior to commencement to assess, on behalf of the Client, the Construction Phase Plan.

8. Continuing Liaison

8.0 CONTINUING LIAISON

8.1 Procedures for Dealing with Design Changes

In the event of Client design variations, the following action will be taken:

- Details of the relevant Health and Safety issues involved are to be communicated to the Principal Designer and Project Manager by the Principal Contractor
- Designers appointed by the Client must carry out Hazard Identification and Risk Assessments.
- These must be issued to the Principal Designer and Project Manager in such time to permit review and revisions.
- The Principal Contractor must then update the Construction Phase Plan and communicate any change prior to commencement of the works.

Unforeseen eventualities must be brought to the attention of the Project Manager and the Principal Designer as soon as possible. All parties, prior to action being taken, must agree design changes resulting from any unforeseen eventualities.

The Principal Contractor will attend all necessary meetings as required to ensure co-ordination of all works on site.

8.2 Design Development for Design and Build Project/Contractor Design Elements

Regular communication between the Principal Contractor and site operatives, sub-contractors and direct contractors must be maintained and recorded.

The following information is to be submitted by the Principal Contractor to the Project Manager and Principal Designer in sufficient time to allow adequate consideration:

- Hazard Identification and Risk Assessments for the construction phase and post completion use.
- Details of construction sequences essential to the design.
- Details of the activities where specific Method Statements are required from contractors.
- Details of any materials or substances that are specified or inherent to the design which are potentially hazardous to health and/or safety.

8.3 Health and Safety File/PAM Manual

Under the CDM Regulations the following information must be provided by the Principal Contractor for inclusion in the Health and Safety File/PAM Manual:

1. As built structural, architecture, utilities, and services drawings.
2. Structural design criteria (where applicable).
3. Details of the construction methods, materials and substances used in the project including technical data sheets and COSHH data sheets.
4. Details of maintenance procedures and requirements for plant, systems, fabric and structure.
5. Details of any significant Health and Safety hazards in carrying out maintenance, cleaning, alterations / replacement, extension or demolition works.
6. Details of maintenance and cleaning facilities built into the works.

Operating & Maintenance Manuals for all plant and equipment will form part of the building manual.

The Principal Contractor is to provide the appropriate number of copies of the PAM Manual Health and Safety File. Refer to contract.

Under the CDM Regulations the Principal Contractor must provide the following information for inclusion in the PAM Manual Health & Safety File. The format of which can be found in the following location:

https://baplcmy.sharepoint.com/:f:/r/personal/thomas_lindemann_ba_com/Documents/External%20Sharing/LHR%20%20East%20Base%20Fire%20Training%20Ground?csf=1&e=DGyte1

9. Initial List of Method Statement Required from the Principle Contractor

9.0 SUMMARY OF METHOD STATEMENTS REQUIRED FROM THE PRINCIPAL CONTRACTOR

Initial Risk Assessments/Method Statements are required within the Construction Phase Health and Safety Plan for approval by the Principal Designer prior to works commencing. These are generally of a generic nature but activities that are particularly high risk must also be included. Examples to the hazards are as outlined in Section 6.1.

Further Risk Assessments must be provided to the Principal Contractor on site to be reviewed and approved, before any sub – contractors may start work, these are to be kept in the live Construction Phase Plan that is to remain on site.

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10. Project Information

10.0 PROJECT INFORMATION

10.1 Design Information

Design information is available from the designers and included in the tender information. Any Contractors design information must be checked independently and submitted to the Lead Designer for comment/approval before being incorporated within the works.

APPENDIX A – CDM Duty Holders

Discipline	Company	Contact	Tel No	Email
Client	British Airways			
Project Manager	Turner Townsend	Thomas Lindermann		
Lead Consultant / Principal Designer	Gebler Tooth Architects (GTA)	Richard New	07932 656466	richard.new@geblertoorth.co.uk
Building Facilities Manager				
CDM Advisor	CBRE	Jenny Parker	020 71823607	Jenny.parker@cbre.com

APPENDIX B – F10

TBC

APPENDIX C – Design Risk Assessment

General note: Risk Assessments for each of the activities listed and any other hazards should be conducted and control measures communicated to operatives undertaking the works through a method statement.