



1485

Pre Construction Information  
Bishop's Itchington Pavilion  
Chapel Street,  
Southam

**ATARCHITECTS** 

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Quality Assurance – Approval Status

This document has been prepared and checked in accordance with AT Architects Quality Management Policy.

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03				
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Comments

00	Initial Drafting
01	First Issue
02	Tender Portal
03	
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## 1.0 Project Details

### 1.1 Project Description

A new sports pavilion including changing rooms, W Cs and club meeting room to replace the existing building following its demolition. The proposal also includes additional parking to the front of the pavilion and associated external works with drainage.

The building is predominately timber frame with metal cladding and brickwork to walls. The associated roof structure is timber with both standing seam and single ply membrane coverings. The foundation design is strip/trench footings and ground bearing slab. The project also includes external works, below ground drainage, mechanical and electrical installations and finishes.

### 1.2 Project Location

The site is located immediately to the entrance of;

Playing Fields, Chapel Street, Bishops Itchington CV47 2TG

Bishops Itchington is a parish village approximately 3miles south of Southam and within the Stratford upon Avon district. The proposed site lies east of the village centre It comprises of playing fields, two all-weather sports courts and a children's play area. There is a current sports pavilion on site as well as a parking area The sports fields have views to the countryside and are partially obscured from the street with rows of mature trees and foliage.

The buildings on the site have been demolished with no remaining above ground structures. The site has been left as graded soil and existing earth banking. The boundary to the road is now open with the remaining boundaries predominantly made of dry stone walling. Sitting elevated above the site are a number of residential properties and footpaths either site of the site leading down to Saville Lane.

### 1.3 Project Directory

Company:	Name:	Title:	Telephone:	Mobile:	E-mail:
<b>Employer (Client):</b>					
Bishop's Itchington Parish Council The Old Sorting Office Chapel Street Bishop's Itchington Southam CV47 2RB	Karen Stevens	Parish Clerk	01926 613902	0745036 0453	<a href="mailto:clerk@bishopsitchington-pc.gov.uk">clerk@bishopsitchington-pc.gov.uk</a>
<b>Site Contact Details:</b>					
TBC	-	-	-	-	-

<b>Employer's Representative:</b>					
Andrew Maliphant CiLCA	Andrew Maliphant		01594 544456	07772 053778	<a href="mailto:a.maliphant@btinternet.com">a.maliphant@btinternet.com</a>
<b>Employers Agent / Project Manager</b>					
TBC					
<b>Clerk of Works</b>					
TBC					
<b>Principal Designer:</b>					
AT Architects Ltd Kingsley House, 63 Holly Walk, Leamington Spa. CV32 4JG	Ed Whiting	Director	01926 452333	0754578 2276	<a href="mailto:ewhiting@atarchitects.co.uk">ewhiting@atarchitects.co.uk</a>
<b>Pre Contract Architect:</b>					
AT Architects Ltd Kingsley House, 63 Holly Walk, Leamington Spa. CV32 4JG	Ed Whiting	Director	01926 452333	0754578 2276	<a href="mailto:ewhiting@atarchitects.co.uk">ewhiting@atarchitects.co.uk</a>
<b>Pre Contract Structural / Civil Engineer:</b>					
Richard Strauss Associates Consulting Structural Engineers	Richard Strauss	Director	01789 298947	07970 546593	<a href="mailto:mail@richardstrauss.co.uk">mail@richardstrauss.co.uk</a>
<b>M &amp; E Consultant:</b>					
D&d Building Services Consulting Engineers Address: Kegworth House 28 Market Place Kegworth Derby DE74 2EE	Richard Cadge	Director	01509 670100	07740 947243	<a href="mailto:Richard.Cadge@ddconsultingengineers.co.uk">Richard.Cadge@ddconsultingengineers.co.uk</a>
<b>Frame Design:</b>					
Solo Timber Frame Limited The Old Dairy, Hodore Farm, Hartfield, East Sussex, TN7 4AR	Hayley Roskilly	Estimator	01892 771354		<a href="mailto:info@solotimberframe.co.uk">info@solotimberframe.co.uk</a> <a href="http://www.solotimberframe.co.uk">www.solotimberframe.co.uk</a>

## 2.0 Clients Arrangements and requirements

### 2.1 Timing and Appointments

At the time of issue this document was issued under COVID-19 restrictions. It is anticipated that these restrictions will have been removed or significantly altered in the near future. The contractor must implement a COVID-19 secure working environment in line with the current Government legislation, requirements, advice and guidance at the time of commencing onsite. These measures are to be implemented within the construction process and be communication to those entering the site.

- Appointment of Principal Contractor week commencing Circa. 4<sup>th</sup> October 2021.
- Contractor Appointment and Contract Documentation December 2021.
- Contractor to commence mobilisation / planning period and further design development. 4 to 8 weeks depending upon Timber Frame procurement. Estimated start on site Circa. early 2022
- Start on site to completion Circa 22 weeks.

The contractor will need to complete the design as part of the Design and Build contract. The main contractor and sub-contractors will also be 'designers' under the CDM(2015) Regulations. A record of all designers is required to be maintained and reported.

### 2.2 Planning and Managing Construction

The responsibility to plan and manage the works will rest with the contractor. The contractor is to plan and manage the programme to ensure adequate safe working arrangements are agreed with all parties. The contractor is to communicate with the client in this regard.

The Playing fields will remain in operation throughout the construction period. The majority of the construction of ground, frame and shell works can be self-contained. Arrangement (subject to Planning and Environmental Health restrictions) could be made for extended or out of hours working.

The contractor must agree with the client the following: Access arrangements (including the egress and exit of materials), patterns / programme of work areas, timing of noisy or disruptive works and delivery / storage of materials.

Any activity which will close off the road way or inhibit access for emergency vehicles or significantly impact the amenity of the neighbouring residential properties must be identified in the CPHSP and raised with the employer advance of the works commencing.

Protection of pedestrian routes and routes clearly marked including those outside of the site enclosures. Public rights of ways and works adjacent to and on the highway should be addressed within the CPHSP.

### 2.3 Communication

All communication is to be with the Client (with the Contract Administrator copied in) and the Contractors nominated personnel responsible for delivering the works. Day to day co-ordination [To be confirmed] on site should liaise with the clients nominated representatives at the Parish Council to ensure safety is considered when both Playing field / activity areas and construction are progressing at the same time. There may be a requirement from time to time to limit public access.

Regular meeting minutes will be recorded and issued. As part of these meetings onsite health and safety, design development and risk management will be recorded by the Principal Contractor.

The Contractors CPHSP will be available on site along with the F10 Notice.

## **2.4 Security**

The Contractor will be responsible for ensuring all elements of the site and at all times are secure. Emergency contact details should be identified on site notices and within the CPHSP with a copy provided to the employer.

## **2.5 Welfare**

The contractor is to provide adequate welfare provision on the site and ensure that temporary Services are connected. Appropriate numbers and type of W.C. facilities, canteen with facilities, drying room, office and meeting room are provided in a suitable location in relation to the construction and site.

## **3.0 Environmental Restrictions and existing onsite risks.**

### **3.1 Health Hazards**

The ground investigation report does not identify significant risks. The ground investigation is a 'snap shot' of the conditions in the locations where samples have been taken and the contractor should make operatives aware of conditions, ensure best practice and PPE is maintained during the works.

Alongside the risks identified within the report there is potential for buried hazards following the demolition from historical uses on the site and also buried services. None have presently been located or identified.

### **3.2 Safety Hazards**

Location of incoming services and buried services should be checked by the contractor before finalising the details of their works. It is not known where buried services are located or whether disconnection and termination have been made to the former building.

There are several high level services in close proximity to the site and crossing the main access road (Chapel Street). Foul drainage identified on the drainage survey runs across and under the playing fields. It is anticipated that this is live.

### **3.3 Site-wide Hazards**

A number of site wide hazards exist and the contractor should appraise themselves of the site conditions and context prior to developing the PCHSP.

- Access to the site through the village, down Chapel Street and into the site. At the bottom of Chapel Street there are two further access roads (one private) and a number of driveways directly off the street. The road is used for residential parking.
- The continuing recreational use of the playing fields and activity area.

- Elevated position of the residential properties, stone walling and footpaths either side of the site.
- High level services across Saville Lane.
- Whilst not a specific issue in the location of the site or direct health and safety management, it would be prudent to consider the open ditch and drain to the north of the site within the contractors environmental risk assessment.
- Works close to public sewers.

#### 4.0 Significant design or construction Hazards

##### 4.1 Significant Risks

The design does not present significant design or construction risks for a competent contractor to plan, manage and monitor the works. Other design risks to be considered are roof access and maintenance of the PV panels and roof lights. The design and specification of these elements will need further consideration as part of the contractors design and documented in the Health and Safety File.

Solo Timber Frame Limited will need to advise on any significant risks remaining in the design which will have an impact on the construction process.

##### 4.2 Design Co-ordination

The contractor will need to ensure co-ordination of the design and installations. The contractor to plan and manage the programme to ensure that design risks identified are addressed into safe working arrangements and are agreed with all parties.

The appointment of other sub-contractor designs will need to be co-ordinated, managed and documented alongside the existing design appointments. Significant risks will need to be identified and addressed through the development of the CPHSP.

The co-ordination of the substructures and frame design will need to be documented as part of formal meetings in the ongoing design process.

#### 5.0 Health & Safety File

##### 5.1 Health & Safety File

This is a new building and therefore a new Health & Safety File is to be developed by the Principal Contractor. The client is to advise on any specific requirements to be included which relate to the general site and Playing fields.

An outline of headings for the file is to be provided by the Principal Contractor for review. Any design risks not mitigated in the design or construction process which presents a risk in maintaining the building or it's demolition should also be identified. In particular access to maintaining gutters, PV panels and roof lights noted in Section 4.1.

##### 5.2 Pre Construction Information



<b>Information, Reports, Records or Plans:</b>	
AT Architects Ltd	1485-0600-02 Proposed Ground Floor Plan 1485-0601-02 Proposed Roof Plan 1485-0602-02 Proposed Electrical Plan 1485-0603-02 Proposed Sections A-A and B-B 1485-0604-02 Proposed Sections C-C and D-D 1485-0605-02 Proposed North and South Elevations 1485-0606-02 Proposed East and West Elevations 1485-0607-01 Proposed Ground Floor Dimensions Plan 1485-0608-01 Proposed Roof Dimensions Plan 1485-0609-01 Proposed Fire Arrangement Plan 1485-0610-01 Proposed Drainage Plan 1485-0611-01 Proposed External Works Plan 1485-1800-01 Door and Skylight Schedule 1485-1801-01 Room Schedule 1485-1802-01 Ironmongery Schedule 1485-WORD-E1-EW-05072021-27 Scope of Work/Limited Specification 1485-WORD-S-EW-06072021-28 Pre-Construction Information
Planning Approval Information	ufm2 Notice 1485-0500-06 Proposed Plans, Elevations and Visual 1485-0201-02 Location, Block Plan and Existing Elevations 1485-0202-01 Proposed Visibility Splay 1485-0203-01 Ground and Roof Plan and Existing Elevations
Other Reports And Surveys	Crossfield Consulting Site Investigation Report No. CCL03359.CM18 Western Power Lines Map Severn Trent 457924-1/-2 Ridgeway Ecology Preliminary Ecology Appraisal 08/10/2021 AGT Surveys Survey Drawing 2375-1 Midland Surveys CCTV Survey Report 05/11/20 Drawing 37436-1 Sport England Pavilion Design Information
Timber Frame Design – Solo Timber Frame Ltd	M&CS&SW 10-11-20 Terms & Conditions Timber Frame-Foundation Details Typical Bifold & Timber Door Fitting Details Typical Details - Cladding External Typical Details - Masonry External Typical UPVC Door & Window Fitting Details
Mechanical & Electrical - D&d Building Services Consulting Engineers	Bishops Itchington pavilion_actual_brukl 20.033.210528.rjc.Bishops Itchington Sports Pavilion 200332~1
Structural Engineer - Richard Strauss Associates Consulting Structural Engineers	9982-01 9982-02