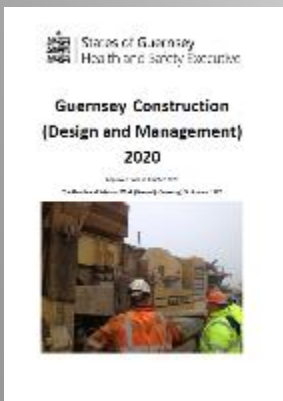


# Guernsey Construction (Design & Management) 2020 ACoP

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# Guernsey Construction (Design & Management) 2020 ACoP

- New ACoP take effect on 2<sup>nd</sup> December 2020 (currently in a 6 month grace period) and supersedes the 1996 Construction ACoP.
- Available as a download:

[www.gov.gg/hse](http://www.gov.gg/hse)

- Contact for comments (to be reviewed in Dec 21)

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# The New D&M ACoP - Why?

- Clients
  - have information on risks
- Designers
  - introduce risk in design
- Contractors
  - manage risk on site
- Workers
  - endure risk on and after
- Clients
  - bear the legacy of risk



# Guernsey Construction (Design & Management) 2020 ACoP

The ACoP sets minimum standards to achieve for **ALL** Construction Projects.

It is divided into 2 Parts and accompanied with 8 Schedules / 1 Appendix

- Introduction/General Principles on Risk
- Part A – Management Arrangements for Projects
- Part B – Minimum requirements for ALL construction sites

# 3 Teams in construction

Client

Health & Safety Project Coordinator

Key Project Advisor with regard to H&S matters

Their main purpose is to help clients carry out their duties when works are  
“notifiable”

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The Construction Team

Designers, Principal Contractor, Contractors

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Workforce...

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# Key Definitions

## (F10 Form to be completed)

- “**notifiable project**” means a construction project where the work is scheduled to –
- (a) The numbers of persons working on site exceeds 5 and the duration of contract is more than 30 working days; or
  - (b) the number of days to complete the project if the work were to be undertaken by one individual would exceed 500;
  - (c) If the work involves demolition or dismantling of a structure regardless of duration or numbers

# Part A Management Arrangements

## Commercial Client Duties – ALL Construction Projects

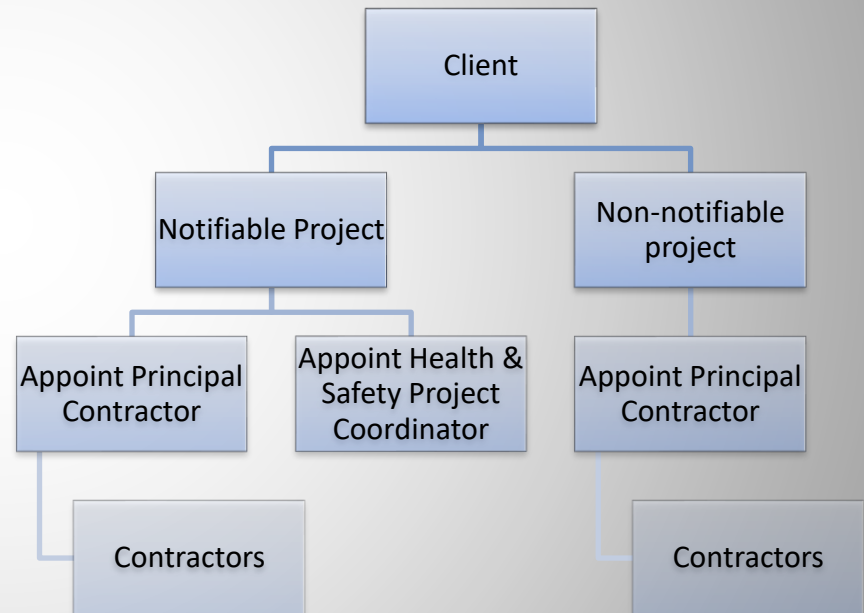
- Ensure that all persons appointed to work on the project have the necessary competence and resources;
- Ensure that suitable arrangements are in place for the management of the project to protect all persons who could be put at risk by the construction project.
- Ensure that adequate time and resources are allocated to all stages of the project to control of those risks; and
- Provide pre-construction information to all designers and contractors engaged on the project.
- Appoint in writing a principal contractor (unless he or she is the principal contractor) as soon as practicable; and
- Ensure that a construction phase plan is in place before the construction work starts;
- Make sure welfare facilities are provided;

# Part A Management Arrangements

## Commercial Client Duties

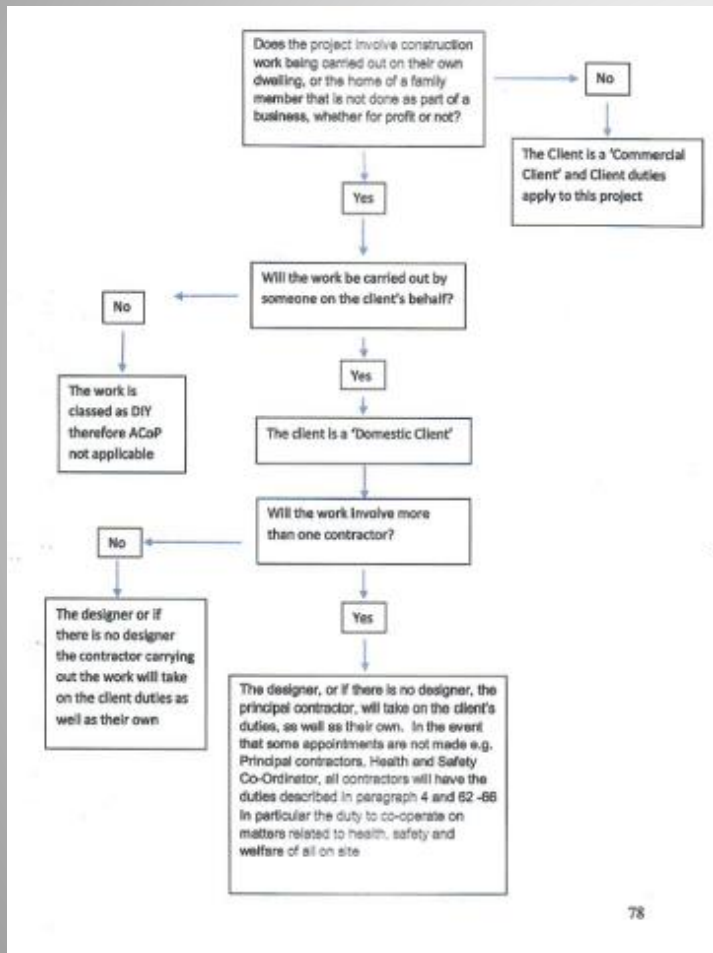
In the case of a **notifiable** construction project a **client** must—

Appoint in writing a Health and Safety Project Co-ordinator as soon as is practicable after initial design (concept design) work or other preparation for construction work has begun.





# Part A Management Arrangements



## Domestic Projects

- Can be notifiable or non-notifiable.
- The client is having construction carried out on their home/family member.
- ALL duties pass onto the designer.
- If no designer, then the relevant contractor.

# Part A Management Arrangements

## **Duties of Health and Safety Project Co-Ordinator (UK CDM – A Principal Designer Role - Pre-Construction)**

The Health and Safety Project Co-ordinator must –

- advise and assist a client with his or her duties;
- in the case of a notifiable construction project, notify the Health and Safety Executive of the project;
- co-ordinate the health and safety aspects of design work and co-operate with other persons who are part of the project;
- facilitate good communication between client, designers and contractors and liaise with the principal contractor regarding any ongoing aspects of the design;
- identify, collect and pass on to any information gathered at the pre-construction phase of the project that is relevant to the construction phase; and
- prepare and update the health and safety file (at project end and relates to building maintenance/cleaning/refurbishment and demolition)

# Part A Management Arrangements

## Designer's Duties

- In the case of all construction projects a designer must –
- ensure that the client has been made aware of the client's duties;
- before the start of the construction work –
- identify, so far as is reasonably practicable, the hazards and risks that may arise from the design and the work to be done to give effect to it, and
- take all reasonable steps to eliminate the hazards and control the risks; and
- provide information to the contractors about the remaining significant risks i.e. provide a register of significant risks.

# Part A Management Arrangements

## Designer's Duties

- In the case of all construction project a designer must ensure that a principal contractor has been appointed.
- In the case of a **notifiable** construction project a designer must –
- ensure that the client has appointed a principal contractor (unless the client is the principal contractor); and
- A Health & Safety Project Coordinator;
- take all reasonable steps to ensure that any information in the designer's possession that is needed for the health and safety file is included on that file.

# Part A Management Arrangements

## Duties of Principal Contractor

In the case of **all** construction projects for which a principal contractor is appointed the principal contractor must –

- plan, manage and monitor the construction phase, in liaison with the other appointed contractors;
- take all reasonable steps to ensure the competence of all contractors appointed to the project;
- prepare a construction phase plan as soon as practicable prior to setting up a construction site;
- Establish and enforce a set of site safety rules
- Provide and maintain adequate welfare facilities'

# Part A Management Arrangements

## CP H&S Plan

The plan must be prepared before works start and record:

- Health & Safety Arrangements for the construction phase
- Site Rules
- Specific measures for high risk work

Detail in the plan will depend on the scale and complexity of project.



# Part A Management Arrangements

## Duties of Principal Contractor

- Ensure that the construction phase plan is appropriately updated, reviewed and revised;
- Give all other contractors copies of the relevant parts of the construction phase plan;
- Where risk assessments identifies the need ensure safe work method statements are prepared i.e. normally for works with significant risks like working at height, demolition, excavations, health related issues
- Ensure that the necessary steps are taken to prevent access by unauthorized persons to the construction site; and
- Provide a health and safety file to the client on completion of the work for works with no Health & Safety Project Coordinator.

# Part A Management Arrangements

## Duties of Principal Contractor

- Ensure that all persons engaged on the project have a suitable site induction;
- consult with the workforce – Site H&S Meetings

In the case of a **notifiable** construction project the principal contractor must –

- Notify the project to the HSE (if not done already)
- Display Notification (F10) clearly on site.
- Liaise with the health and safety project co-ordinator regarding ongoing design matters.



# Part A Management Arrangements

## **ALL Contractor's duties**

Every contractor engaged in a construction project must –

- ensure that the client is aware of his or her duties;
- plan, manage and monitor his or her own work and that of workers engaged in the project;
- take all reasonable steps to ensure that all contractors engaged by him or her on the project and persons engaged to undertake construction work are competent to do the work for which they are engaged;
- provide supervision and training to their employees so they can work safely
- Prepare adequate “RAMS” for works with significant H&S risks
- Meet the minimum health and safety standards are detailed in Part B of the ACoP

# Part A Management Arrangements

## Worker duties

Every worker in a construction project must –

- Ensure they are competent to carry out the work and if they are not inform the principal contractor.
- Be consulted about matters which affect their health and safety.
- Take care of their own health and safety and 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.
- Cooperate with their employers and others.

# Duties and Responsibilities

Duties	Notifiable.	Welfare	Pre-const info	Const Phase Plan	H&S File
Client	Ensure	Ensure	Provide	Ensure	Ensure
H&S Project Coordinator	Ensure	Advise	Collect & Manage	Advise	Produce
Designers	Appoint	-	Use relevant	-	Provide info
Principal Contractor	Notify	Provide	Use relevant	Produce	Provide info
Contractor	Read	Ensure Provide	Use relevant	Produce (none not.)	Provide info
Worker	Read	Use	Communicate to		inform

# Part B – Minimum requirements for ALL construction sites

- Working Environment
  - Safe Place of Work
  - Security
  - Demolition
  - Prevention of fire....
  - Emergency procedures
  - Fire Plan
  - Ventilation / Temperature
  - Traffic routes
  - Vehicles
- First-aid & Welfare
  - First aid
  - Changing rooms, lockers
  - Showers, toilets, wash basins
  - Rest rooms
  - Disabled workers
  - Pregnant women
  - Lone Workers

# Part B – Minimum requirements for ALL construction sites

- Specific Risks
  - Health risks
  - Confined Spaces
  - Temporary Works
  - Falling Objects
  - Falls from Height
  - Scaffolding and ladders
  - Lifting operations
  - Excavations and materials handling
- Specific Risks
  - Installations, machinery, equipment
  - Excavations, wells, underground work, tunnels etc
  - Cofferdams and Caissons
  - Demolition work
  - Metal or concrete frame works
  - Work on Roofs

# Guernsey Construction (Design & Management) 2020 ACoP

The ACoP is divided into 8 Schedules

- Schedule 1 – Notification Example F10
- Schedule 2 – Construction Phase Plan
- Schedule 3 – Health & Safety File
- Schedule 4 – Pre- Construction Information
- Schedule 5 – Example Site Induction
- Schedule 6 – List of building and civil engineering works
- Schedule 7 – List of works involving particular risks
- Schedule 8 – Application to Domestic Clients