



Marpal

Specialising in CDM Compliance,
Asbestos Management and Fire Safety

Working together to create a Healthy and Safe Working Environment



Working together to create a Healthy, Safe
Working and Living Environment

HEALTH AND SAFETY CONSULTANTS

CARE HOME SECTOR

Based in Derby, Marpal are a Health and Safety Consultancy serving the property and construction industry across the United Kingdom. Our goal is to provide you with professional advice, guidance and ongoing support services in order to create a safe working and living environment.

Marpal have successfully delivered Asbestos Management, Fire Safety and Construction Health & Safety Risk Management to the Care Home Sector since 2004.

We recognise that Care Homes are not only a place of work, but more importantly, it's where residents live! We understand the varying types and levels of Care provided and this is always taken into consideration with each commission.

Our dedication and commitment to perform to the highest standards has enabled us to establish long term relationships with our Clients; some of these include: -

- Bupa Care Homes
- Four Seasons Health Care
- Embrace Group
- Brighterkind
- The Huntercombe Group
- Orchard Care
- Indigo Care Services
- Executive Care
- Swanton Care & Community
- Lifestyle Care

Listed below are a diverse selection of past and current projects/commissions:-

Embrace Group - Asbestos Management/Fire Risk Assessments/Fire Evacuation Strategies/CDM Consultants/Site Audits (2012 to Present)

Asbestos Management (2012 to Present) – Marpal manage the asbestos on approximately 100 properties. Our services include asbestos management surveys, demolition surveys, asbestos management plans, asbestos re- inspection, asbestos awareness training and the management of asbestos abatement works.

Fire Risk Assessments/Fire Evacuation Strategies/Fire Safety Training (2014 to Present) – Marpal undertake fire risk assessments, develop fire evacuation strategies and provide fire safety training for all Embrace Care Homes. Other services included the comprehensive development of a Fire Safety Policy and Procedures.

We are also a source of fire safety advice and where required, liaise with the regional Fire Services.

CDM Consultants/Co-ordinator (2012 to Present) – Marpal have delivered approximately 50 projects including refurbishment works, small extensions, alteration and re-roofing works. In addition, Marpal have developed CDM Procedures to allow the successful delivery of small/low risk works.



Marpal Limited

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Website: www.marpal.co.uk

Year Practice Established

1998

Memberships:-

NASHiCS (National Association for Safety and Health in Care Services)

ROSPA

Constructionline

Primary Disciplines:-

CDM Consultants

Site Safety Inspections Asbestos Surveys

Asbestos Management Health and Safety

Training Fire Risk Assessments

Fire Evacuation Strategies

Marpal's Key Commitments are:-

To provide a friendly, competent service

To provide good sound advice

To be reliable and trustworthy

To be helpful and apply common sense

To provide good value for money

Benefits to the project:-

Thorough understanding & knowledge of the Health Care Sector

Thorough understanding of Construction Health & Safety

Comprehensive Knowledge of Fire Safety, Guidance & Legislation

Positively focused on maximising value and minimising risk

Extensive asbestos knowledge & experience



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Four Seasons Health Care (FSHC) - CDM Consultants/Site Safety Inspections/Asbestos Management (2008 to Present)

Asbestos Management (2011 to Present) – Marpal manage the asbestos on over 330 properties. Our services include asbestos management & demolition surveys, asbestos management plans, asbestos re-inspection, asbestos awareness training and the management of asbestos abatement works.

CDM Consultants (2008 to Present) - Marpal have acted as CDM Co-ordinator/CDM Consultants on new Build Care Homes and large extensions to existing occupied facilities. Other projects have included major internal alterations and refurbishment works to existing unoccupied Homes and re-roofing works; the Construction values range from £100,000 to £5m.

BUPA Care Homes - CDM Consultants/Site Safety Inspections/Asbestos Surveys (2004 to date)

CDM Consultants/Co-ordinator - Projects/commissions with BUPA have varied in value ranging from between £200,000 to £4.5m. Works briefly include new build Nursing Homes, extensions and alteration works to existing Homes, refurbishments (Est. 300 projects) and demolition projects.

Asbestos Management – Marpal have undertaken numerous Pre Demolition/Refurbishment Asbestos Surveys and localised ACMID Surveys.

Brighterkind - Asbestos Management/CDM Consultancy Services

Asbestos Management (2014 to Present) – Marpal manage the asbestos on over 75 properties. Our services include asbestos management surveys, demolition surveys, asbestos management plans, asbestos re-inspections, asbestos awareness training and the management of asbestos abatement works.

Orchard Care Homes - Asbestos Management/Fire Risk Assessments/Fire Evacuation Strategies/CDM Consultants (2015 to Present)

Asbestos Management (2015 to Present) – Our services include asbestos management surveys, asbestos management plans, asbestos re-inspections, asbestos awareness training and the development of an asbestos management policy and procedures.

Fire Risk Assessments/Fire Evacuation Strategies (2015 to Present) – Marpal currently undertake fire risk assessments and develop fire evacuation strategies.

The Huntercombe Group - Asbestos Management

Asbestos Management (2011 to Present) – Marpal manage the asbestos on over 37 properties. Our services include asbestos management surveys, demolition surveys, asbestos management plans, asbestos re-inspections, asbestos awareness training and the management of asbestos abatement works.

Craegmoor Healthcare - CDM Co-ordination/Site Safety Inspections (2008 to 2012)

Marpal worked on approximately 70 projects ranging in value from £50,000 to £750,000. Projects included extensions, alterations and refurbishment works.



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Bickleigh Downs Care Home, Plymouth (FSHC)



Knights Grove, North Baddesley (BUPA)



Tyn Y Coed Hospital, Cardiff (Craegmoor)



Neurodisability Centre, Crewe (FSHC)

For further information, please contact Marpal Ltd at:

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FIRE SAFETY SERVICES (CARE HOME SECTOR)



FIRE SAFETY SERVICES

One of the significant risks associated with Care Homes is that of Fire. If adequate precautions are not taken, fires can rapidly develop and spread, add into the equation the frail nature and restricted mobility of some residents and there suddenly becomes the potential for a significant fire incident and possible loss of life.

Marpal offer Fire Safety Services to the Care Home sector. As an employer, landlord or responsible person of premises, you have legal responsibilities regarding fire safety to your employees, residents and visitors under The Regulatory Reform (Fire Safety) Order 2005. You must, regardless of the level of risk, conduct a Fire Risk Assessment.

FIRE RISK ASSESSMENTS

A good Fire Risk Assessment can significantly reduce the risk of fire at your premises. Marpal have highly qualified Fire Risk Assessors to undertake your Fire Risk Assessment(s). We provide all of our Clients with a clear and easy to understand Fire Risk Assessment Report that satisfies regulatory requirements and includes a Fire Action Plan based on the significant findings.

FIRE EVACUATION PLANS

In a fire emergency situation, the evacuation of a Care Home can be extremely challenging. It is therefore essential that a suitable Fire Evacuation Plan is developed, communicated to staff and rehearsed. Our experienced Fire Risk Assessors can assist you in the development of Home specific Evacuation Strategies in an easy to follow and comprehensible format.

FIRE WARDEN TRAINING

In order to discharge your responsibilities under the Fire Safety Order, you must ensure that your staff receive appropriate training and know what to do in the event of a fire. Marpal offer on-site Fire Warden Training which is specifically tailored for the Care Home sector and includes simulated evacuation and fire extinguisher training.

For further information, please contact Adrian Gouldin at:

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Fire Warden Training

(Care Home Specific)



GREAT VALUE!

**From £24
per person!**

**On-site training
includes simulated
evacuation training &
fire extinguisher
practical; full
certification provided.**

Discharge your responsibilities under the Regulatory Reform (Fire Safety) Order by ensuring that you and your staff receive appropriate Training and know what to do in the event of a fire!

Our goal is to provide you with professional advice, guidance and ongoing support services in order to create a healthy, safe working and living environment.

Prices are based upon 12 delegates attending the Fire Warden course. Course cost starts from £299 excluding VAT. Maximum of 12 delegates per course. Discounts are available for the delivery of multiple Fire Warden training courses.

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ASBESTOS MANAGEMENT SERVICES (CARE HOME SECTOR)



ASBESTOS SURVEYS

If you are a Care Home owner, an employer or you are responsible for managing construction, maintenance or repair works on a building, you have a legal duty to manage any asbestos in it, so as to protect people from the exposure to asbestos fibres (under Regulation 4 of the Control of Asbestos Regulations 2012). All properties constructed prior to the year 2000 could contain asbestos, whilst those constructed from 2000 can be considered to be asbestos free.

The key phase in the management of asbestos is to identify the location, type, condition and extent of any Asbestos Containing Materials (ACMs). Marpal can accomplish this by carrying out an Asbestos Survey. The type of survey conducted will be dependent upon the nature and the activities being carried out, or the proposed activities within your Home. There are two types of surveys, an Asbestos Management or a Pre Demolition/Refurbishment Survey.

An Asbestos Survey Report will be prepared following each survey. The report will assist the building owner/occupier to manage asbestos containing materials (ACM's) in their premises. Where asbestos containing materials are identified we will include recommended remedial actions to be undertaken to mitigate any risks to those occupying the premises.

Marpal have a significant amount of experience carrying out Asbestos Surveys within the Care Home Sector. We are sensitive to areas of the Home where access may be restricted and we realise that leaving tools and equipment around the Home can create a real risk to residents. All surveys are carried out by our experienced and suitably qualified Asbestos Surveyors and their Assistants in accordance with HSG264 (Asbestos: The Survey Guide).

ASBESTOS MANAGEMENT PLANS / RE-INSPECTIONS/MANAGEMENT OF ASBESTOS ABATEMENT WORKS

Your duties don't end there - once the location, type, condition and extent of any ACMs have been established there is a duty to manage. As part of our services, we will manage asbestos in your Home(s) by preparing an Asbestos Management Plan; the overall aim is that all ACMs, through inspections, re-inspections, remedial or removal works are effectively managed and risks of exposure reduced.

For further information, please contact Tom Price at:

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CDM CONSULTANTS (CARE HOME SECTOR)



CDM CONSULTANTS

Since 2005, Marpal have provided CDM Consultancy services to the Care Home Sector. We have established a reputation for our proactive, common sense approach to the CDM Regulations. Utilising our highly skilled and experienced professionals, we assist Care Home Clients, Principal Designers and Principal Contractors in complying with their CDM obligations.

CDM CONSULTANT TO THE CLIENT

A Client under the CDM Regulations is defined as anyone for whom a construction project is carried out. If you are planning to have building works undertaken within your Care Home, it will fall under the CDM Regulations and as a Client, you will have specific duties and tasks to undertake. The definition of building work is quite extensive, within the Care Home environment this will include painting and redecorating as well as obvious building works such as extensions, reconfiguration or alterations.

What you are required to do as a Client under the CDM Regulations will be dependent upon the level of risk involved in the project. If you are planning to have construction work done, Marpal can assist you as a Care Home Client to understand your obligations and comply with your health and safety duties.

We recognise that Care Homes are not only a place of work, but more importantly, it's where residents live. Having completed in excess of 500 Care Home Projects, we understand the varying levels of care provided and the health and safety issues to be considered.

CDM CONSULTANT TO THE PRINCIPAL DESIGNER AND PRINCIPAL CONTRACTOR

We offer a full CDM Consultancy Service to enable Clients, Principal Designers and Principal Contractors to comply with their obligations under the CDM Regulations. To find out more about our service, or for a free no obligation chat, please contact us on the details below.

For further information, please contact Paul Littlewood at:

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CDM REGULATIONS 2015: CLIENT INFORMATION SHEET



This Client Information Sheet has been prepared by Marpal and is intended to inform our Clients on the duties imposed upon them by the Construction (Design & Management) Regulations 2015. The information provided here is designed to capture the fundamental aspects of the Regulations so as to enable you, as Client, to comply with your statutory duties..

CDM REGULATIONS 2015

The New CDM Regulations 2015 came into force on 6th April 2015 and replaced the CDM Regulations 2007; these being the main set of regulations for managing the health, safety and welfare on construction projects.

The CDM Regulations applies to all building and construction work and includes new build, demolition, refurbishment, extensions, conversions, repair and maintenance. The CDM Regulations place responsibility for managing health and safety of a construction project on three main duty holders, these being the **Client, Principal Designer** (responsible for co-ordinating the *pre construction phase*) and the **Principal Contractor** (responsible for co-ordinating the *construction phase*).

The overall aim of the regulations is to make health and safety an essential and integral part of the planning and management of projects, so as to reduce the health and safety risks of those who work on the structure, those who will use it as a work place, or others who work on the structure once it's complete.

WHAT COMMERCIAL CLIENTS NEED TO KNOW

Commercial Clients are those whose project is associated with a business or other undertaking; whether for profit or not. If you are having construction work done, the CDM Regulations 2015 place a number of specific duties on you, as a Construction Client. The extent of these duties will be dependent upon the type, nature and complexity of the project. For many projects you will need a CDM Advisor/Consultant to help you comply with these duties.

Regardless of the size or duration of your project, the CDM Regulations separates construction projects into two, **projects with only one contractor** or **projects that are likely to involve more than one contractor** (this will be the majority of projects). If you are in doubt, you should assume that the project will require more than one contractor or consult with Marpal, your CDM Adviser.

YOUR DUTIES AS A CONSTRUCTION CLIENT

As a commercial Client there are duties imposed on you that apply to ALL projects and then additional duties that apply to projects with more than one contractor. On ALL projects you will need to:

- Appoint or engage people and organisations that have sufficient health and safety skills, training, knowledge and experience to enable them to carry out the work they have to do and are adequately resourced;
- Ensure that all appointments are made early enough to enable those appointed to carry out their duties effectively;
- Make suitable arrangements for managing the project and make sure they remain in place and are reviewed throughout the project, so that construction works can be carried out safely and without risk to health;
- Make sure sufficient time and resources are allocated for each stage of the project, including design, preparation for starting on site and the construction work itself;
- Be satisfied that suitable welfare facilities are provided by Contractors from the start and throughout the construction phase.
- Provide pre-construction information as soon as practicable to every designer and contractor you appoint, so that they can comply with their duties;
- Ensure that, before the construction phase commences, a suitable Construction Phase Plan is drawn up by the contractor;
- Notify the Health and Safety Executive of the project if the construction phase is likely to last longer than 500 person days or last longer than 30 days with 20 or more people on site.

The Regulations mostly require you to ensure that a number of things are done rather than actually do them yourself.

On projects where it is likely that there will be more than one trade contractor working, you **MUST**, in addition to those duties listed above, make sure you:-

- Appoint a Principal Designer. This should be the Lead Designer, the Designer with control over the pre-construction phase (i.e. the design phase), the appointment must be in writing;
- Appoint a contractor as 'Principal Contractor' as soon as is practicable before the construction phase begins, to plan, manage and monitor the construction phase, the appointment must be in writing;
- Ensure that the Principal Designer and Principal Contractor comply with their duties;

The role of **Principal Designer** is to:-

- plan, manage and monitor the pre- construction phase and coordinate health and safety matters to ensure that, so far as is reasonably practicable, the project is carried out without risks to health or safety;
- liaise with the Principal Contractor for the duration of the Principal Designer's appointment and share relevant health and safety information;
- assist the Client in the provision of pre-construction information;
- co-ordinate arrangements for Health & Safety during the design and planning (pre-construction) phase.

The role of **Principal Contractor** is to:-

- plan, manage and monitor the construction phase and coordinate health and safety matters to ensure that, so far as is reasonably practicable, the construction work is carried out without risks to health or safety;
- liaise with the Principal Designer for the duration of the Principal Designer's appointment and share relevant health and safety information;
- make and maintain arrangements for effective cooperation of matters relating to health, safety and welfare of workers; - consult with workers on matters that may affect their health, safety and welfare;
- Ensure that the Principal Designer prepares a Health and Safety File for the project. Agree the contents and format of the Health & Safety File and provide the Principal Designer with relevant information for this document. The Principal Designer will ensure the 'Health & Safety File' is prepared, reviewed or updated (as appropriate) ready for handing over to you on completion of the work. This is an important legal document;
- Keep the Health & Safety File safe and make it available to anyone who may need it in the future, and explain its purpose to them. You must also update it whenever necessary. When you dispose of your interest in the structure you must also pass on the File to those acquiring it.

WHY YOU MUST COMPLY

- If you fail to appoint a 'Principal Designer' or 'Principal Contractor' you will be legally liable for their duties and will be deemed to be carrying them out;
- You could face criminal prosecution by the HSE.
- You could leave yourself open to potentially very expensive legal action;
- Failure to comply may indirectly result in a fatality or major injury, the principal aim of these regulations being to provide worker protection.

MARPAL, YOUR CDM CONSULTANT

As a Commercial Client, you have unavoidable health and safety responsibilities under the CDM Regulations, however, as your CDM Consultant we can ease the burden.

IF IN DOUBT ABOUT YOUR CDM OBLIGATIONS, CONTACT MARPAL



CDM REGULATIONS 2015: PRINCIPAL DESIGNER INFORMATION SHEET



This Information Sheet has been prepared by Marpal and is intended to inform those acting as Principal Designer, as defined by the Construction (Design & Management) Regulations 2015 of the duties imposed upon them. The information provided here is designed to capture the fundamental aspects of the Regulations so as to enable you, as Principal Designer, to comply with your statutory duties.

CDM REGULATIONS 2015

The latest CDM Regulations 2015 came into force on 6th April 2015 and replaced the CDM Regulations 2007; these being the main set of regulations for managing the health, safety and welfare on construction projects.

The CDM Regulations applies to all building and construction work and includes new build, demolition, refurbishment, extensions, conversions, repair and maintenance. The CDM Regulations place responsibility for managing health and safety of a construction project on three main duty holders, these being the Client, **Principal Designer** (responsible for co-ordinating the *pre construction phase*) and the **Principal Contractor** (responsible for co-ordinating the *construction phase*).

The overall aim of the regulations is to make health and safety an essential and integral part of the planning and management of projects, so as to reduce the health and safety risks of those who work on the structure, those who will use it as a work place, or others who work on the structure once it's complete.

WHAT PRINCIPAL DESIGNERS NEED TO KNOW

A Principal Designer is the Designer with control over the pre-construction phase of the project. This is the very earliest stage of a project from concept design through to planning the delivery of the construction work. The Principal Designer must be appointed in writing by the Client.

The Principal Designer can be an organisation or an individual that has the technical knowledge of the construction industry relevant to the project and the skills, knowledge and experience to understand, manage and coordinate the pre-construction phase, including any design work carried out after construction begins.

The Principal Designer may also have separate duties as Designers.

In liaison with the Client and Principal Contractor, the Principal Designer has an important role in influencing how the risks to health and safety should be managed and incorporated into the wider management of a project. Decisions about the design taken during the pre-construction phase can have a significant effect on whether the project is delivered in a way that secures health and safety. The Principal Designer's role involves coordinating the work of others in the project team. The extent of these duties will be dependent upon the type, nature and complexity of the project. On some projects you may need a CDM Advisor/Consultant such as Marpal, to help you comply with these duties.

Regardless of the size or duration of your project, the CDM Regulations separates construction projects into two, **projects with only one contractor** or **projects that are likely to involve more than one contractor** (this will be the majority of projects). If you are in doubt, you should assume that the project will require more than one contractor or consult with Marpal, your CDM Advisor.

YOUR DUTIES AS A PRINCIPAL DESIGNER

Planning, managing, monitoring and coordinating the pre-construction phase

In carrying out the duty to plan, manage, monitor and coordinate the pre-construction phase, Principal Designers must take account of the general principles of prevention and, where relevant, the content of the Pre-Construction Information, any Construction Phase Plan and any existing Health and Safety File. This information should be taken into account particularly when decisions are being taken about design, technical and organisational issues to plan which items or stages of work can take place at the same time or in what sequence; and when estimating the time needed to complete certain items or stages of work.

The Principal Designer's work should focus on ensuring the design work in the pre-construction phase contributes to the delivery of positive health and safety outcomes. Bringing together Designers as early as possible in the project, and then on a regular basis, to ensure everyone carries out their duties, will help to achieve this.

If the Principal Designer appoints any Designers, they must check they have sufficient skills, knowledge, experience and (if they are an organisation) the organisational capability to carry out the work.

Identifying, eliminating or controlling foreseeable risks

Principal Designers must ensure, as far as is reasonably practicable, that foreseeable risks to health and safety are identified. The risks that should be identified are the significant ones, which are likely to arise during construction work, or during maintenance, cleaning or using the building as a workplace.

Identifying insignificant risks is not an effective way of alerting other duty holders to the important design issues they need to know about. Designers should be able to demonstrate they have addressed only the significant risks. Once the risks have been identified, Principal Designers must follow the approach to managing them set out in the general principles of prevention. The Principal Designer must, as far as reasonably practicable, ensure that the design team: (a) **eliminate** the risks associated with design elements (b) **reduce** any remaining risks; or (c) **control** them.

Ensuring coordination and cooperation

Principal Designers must ensure as far as reasonably practicable that everyone involved in working on the pre-construction phase cooperates with each other, that Designers comply with their duties (appropriate checks should be made to ensure Designers are dealing with design risks appropriately) and that Designers provide information about elements of the design which present significant risks that cannot be eliminated. This should include information about unusual or complex risks that are more likely to be missed or misunderstood by contractors or others on the project.

Providing pre-construction information

Pre-construction information is information already in the Client's possession or which is reasonably obtainable. It must be relevant, have an appropriate level of detail and be proportionate to the nature of risks involved in the project. The Principal Designer must help the Client bring together the information the Client already holds. The Principal Designer should then assess the adequacy of existing information to identify any gaps in the information, advise the Client on how the gaps can be filled and help them in gathering the necessary additional information. This additional information should be issued in a convenient form to help Designers and Contractors who are being considered for appointment, or have already been appointed, to carry out their duties.

Liaising with the principal contractor

The Principal Designer must liaise with the Principal Contractor for the duration of their appointment. During the pre-construction phase this must cover sharing information that may affect the planning, management, monitoring and coordination of the construction phase – in particular, the information needed by the Principal Contractor to prepare the construction phase plan. Liaison should also extend into the construction phase to deal with ongoing design and obtaining information for the health and safety file.

If the Principal Designer's appointment finishes before the end of the project, they must ensure that the Principal Contractor has all the relevant information so that the Principal Contractor is aware of the risks which have not been eliminated in the designs.

The health and safety file

The health and safety file is only required for projects involving more than one contractor. It must contain relevant information about the project which should be taken into account when any construction work is carried out on the building after the current project has finished. Information included should only be that which is needed to plan and carry out future work safely and without risks to health.

The Principal Designer must prepare the file, and review, update and revise it as the project progresses. If their appointment continues to the end of the project they must also pass the completed file to the Client to keep. If the Principal Designer's appointment finishes before the end of the project, the file must be passed to the Principal Contractor. The Principal Contractor must then take responsibility for reviewing, updating and revising it and passing it on to the Client.

MARPAL, YOUR CDM CONSULTANT

As a Principal Designer, you have specific health and safety responsibilities; however, as your CDM Consultant we can help to ease the burden.

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