

Construction Phase Plan (Health and Safety)

Project Name	FORMER ANGELS NURSERY	Address	YAPTON ROAD BARNHAM WEST SUSSEX		
Project Number	502004	Project Lead	MICK HOPPER		
Wates Approval (Construction Manager)	LEE BUSHELL			Date Approved	Click to enter a date.
Signature	Of Approver				

This plan is supported by the following specific plans:-

Attached where applicable

PrS-002A	Asbestos Management Plan	☒
PrS-002E	Electrical Management Plan	☒
PrS-002EP	Working at Height and Edge Protection Plan	☒
PrS-002F	Fire and Emergency Management Plan	☒
PrS-002L	Logistics management Plan	☒

Issue Register (all updates to this plan to be issued to those named below)		
Issued to	Issue Revision	Date
Lee Bushell	Preliminary 1 st Issue	Type or select date
Martin Glover	Preliminary 1 st Issue	Type or select date
Richard Manville	Preliminary 1 st Issue	Type or select date
	Enter Revision Number	Type or select date
Type Name	Enter Revision Number	Type or select date
Type Name	Enter Revision Number	Type or select date
Type Name	Enter Revision Number	Type or select date
Type Name	Enter Revision Number	Type or select date
Type Name	Enter Revision Number	Type or select date

Construction Phase Plan (Health and Safety)

Type Name	Enter Revision Number	Type or select date
-----------	-----------------------	---------------------

Review and Amendment Record

This CPP must be reviewed each month and amended whenever there is a change in major project risks, site conditions, personnel or accountability. This includes review of each relevant attached specific plan. All changes affecting project risks must be communicated to our supply chain. The date of each review and description of any amendments to the CPP must be recorded.

Amendments to the contents of this Construction Phase Plan (CPP) arising from a review are to be recorded below.

Examples include changes to site management personnel, changes or additions to significant site risks. Following planned reviews any amendments are to be recorded here including reference to the date of the review and location of the review records.

Review Date (select from drop down calendar)	Review Outcome - What has Changed? If there has been a change identified by review provide brief details. If no changes enter No changes	Reviewed By
15/03/2018	PRELIMINARY 1 ST ISSUE	Mick Hopper
03/05/2018	Additions to 1 st issue	Abu Harun
24/05/2018	Asbestos Management Plan, surveys section updated	Abu Harun
25/06/2018	No changes	Mick Hopper
Type or select date	Type brief description of amendment	Type Name
Type or select date	Type brief description of amendment	Type Name
Type or select date	Type brief description of amendment	Type Name
Type or select date	Type brief description of amendment	Type Name
Type or select date	Type brief description of amendment	Type Name
Type or select date	Type brief description of amendment	Type Name
Type or select date	Type brief description of amendment	Type Name
Type or select date	Type brief description of amendment	Type Name

Construction Phase Plan (Health and Safety)

1. Wates Zero Harm – We Are Safer Together

OUR COMMITMENT

We are committed to improving our health and safety performance and having the right behaviours to achieve a positive culture.

OUR ASPIRATION

Everybody is empowered and confident to champion appropriate behaviours and challenge inappropriate ones to achieve a positive health and safety culture.

OUR TARGET

All those who work for us champion behaviours and actively contribute to sustained, improved health and safety performance

Construction Phase Plan (Health and Safety)

2. Health and Safety in the Wates Operating Framework

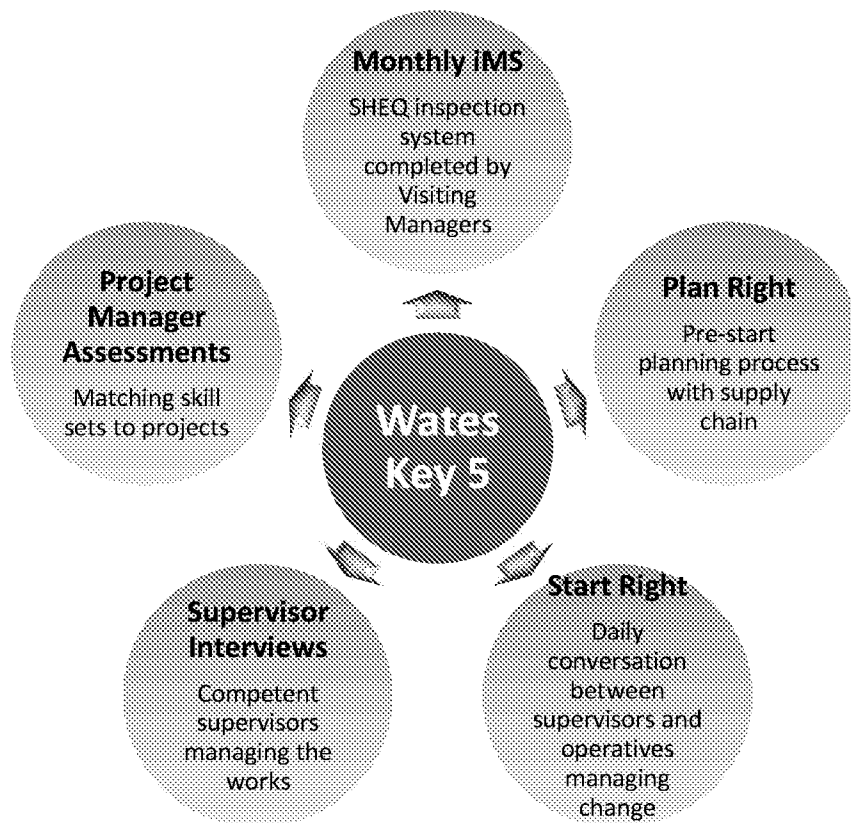
The purpose of this Construction Phase Plan (CPP) is to describe how Wates Health and Safety Policy and Zero Harm strategy is implemented on site. It is specific to the project in this Construction Phase Plan (CPP) and will be reviewed and updated as required throughout the life of the project.

The management of Health and Safety in Wates is based on the CITB GE700 and Wates Professional Standards contained in our Operating Framework detailing the specific management and technical processes. The processes applicable to this project are described in this CPP.

Operational controls are identified and monitored through the development of this CPP, the Delivering the Promise Project Quality Plan, a Project Environmental Plan and Weekly and Monthly Project Reporting.

The Key 5

Wates Key 5 processes have been developed to drive improvement across the business in key areas which have been identified by analysis of data and understanding of root causes.



The persons accountable for ensuring effective delivery of the **Key 5** on this site are:

Accountability	Name
Monthly iMS	All Visiting Managers
Start Right	Site Manager - TBC
Project Manager Assessment	Mick Hopper
Plan Right	Mick Hopper and James Burnett
Sub-contract Supervisor Interview	Site Manager - TBC

3. Objectives and Targets

Construction Phase Plan (Health and Safety)

How We Define Zero Harm	Business Unit Goals
Zero fatalities to workers or third parties Zero permanent disabling injuries Zero new cases of long term harm to health Eliminating the realistic likelihood of serious harm Our sites are as safe as an office environment A ceiling LTIFR of 0.10 across the Group	We will eliminate the risk of injury from the use of hop-ups. No hop-ups unless fully guarded. We will eliminate materials falling from scaffolds/structures. We will eliminate injuries involving plant and people on our sites including members of the public. We will eliminate strikes to newly installed electrical services and eliminate risk in live electrical working environments. We will eliminate the potential for serious injury in all excavation activity.
Project Objectives	
To deliver the Project without significant risk to the Health & Safety of our staff, Contractors, Visitors, Members of Public and other people who may be affected by our works. We will also provide high standards of welfare facilities for our workforce and regularly consult with our workforce on health & safety matters.	
Project Health and Safety Goals	
• To ensure that all involved with the project have continued involvement and improvement with the Key 5 • Focus on safety, with collaborative planning of trades to ensure programme does not adversely impact the safety of site operations. • Key focus to ensure best practice and high standards in respect of ○ Traffic Management ○ Public Protection ○ Dust / Noise Control ○ Manual Handling ○ Work at Height ○ Excavations ○ Fall of materials from scaffolds/structures ○ Develop a culture that the supply chain operatives are involved in decision making	

Construction Phase Plan (Health and Safety)

4. Project Description and Management of Works

Project Location	Former Angels Nursery. Yapton Rd. Barnham.
Project Description	95 No. Dwellings together with Access, Landscaping, Public Open Space & associated works.
Start Date	Type or select date
Key Dates	Click to enter key dates
Duration (weeks)	104
Projected no. of Operatives	60
Projected no. of Contractors	15

Duty Holder	Contact Details	
	Name	Telephone
Client	WSCC – Malcolm Mayo	
Principal Designer	WYG	
Principal Contractor	Wates Residential	

Designers	Contact Details		Area of Design Accountability
	Name	Telephone	
Architect	RHP – Matt Dugnolle		Architectural
Structural Engineer	GSP – Gavin Owens		Civils and Structures
Temporary Works Engineer	Wates Group – Andrew Barnes		Temporary Works
M & E Engineer	Designbrook – Andy Evans		M&E
Contractor Designers	Type Name		Type Name
Other (specify)	Type Name	Enter phone no.	Type Name
Other (specify)	Type Name	Enter phone no.	Type Name

Construction Phase Plan (Health and Safety)

Emergency Contacts

Role	Contact Name	Telephone
Director	Lee Bushell	
Construction Mgr/Project Dir	Rcihard Manville	
Project Leader	Mick Hopper	
SHE Advisor	Martin Glover	
Client	WSCC (Malcolm Mayo)	
Principal Designer	TBC	
Hospital	St. Richards Hospital. Chichester (A&E)	
Police	Sussex Police	
Fire Authority	West Sussex Fire and Rescue	
Health and Safety Executive	The Council Offices. Oxted. Surrey	
Environment Agency	National Information Line National Emergency Line	
Gas	National Emergency Line	
Electric	National Grid Emergency Line	
Water	Portsmouth Water	
Telephone	BT National Fault Reporting Line	
Local Authority	Arun District Council	
UK Monitoring	Reference No:	
.	.	.
.	.	.
.	.	.
.	.	.
.	.	.
.	.	.

Construction Phase Plan (Health and Safety)

Initial Records

F10 Notification to the Health and Safety Executive refer to the filing location

Notice Boards in Site Welfare and located within the Project Files

Existing Health and Safety Records

The Pre-Construction Information Package (PIP) forwarded by the Principal Designer will be used to determine control measures for the construction activities and information contained within this plan. A copy of the PIP will be retained on site and filed with this CPP.

Yet to be received

Welfare, First Aid and Security Provision

Detail the welfare provision for the project which must be appropriate for the number of people and the geographic spread of works.

5 number Welfare Accommodation Units comprising Offices, Meeting Room, Canteen, Drying/Changing Room and WC Facilities. Security by Out of Hours Monitored CCTV and First Aid Provision for up to 60 Persons with a minimum of 2 Wates First Aid Personnel, plus Subcontractor First Aiders.

Project Monitoring and Standards

Safety, Health and Environmental Advisor (SHE Advisor)

Projects will have a SHE Advisor assigned to coach, enable and assist Operational Managers and Directors with project monitoring and relevant technical advice.

Martin Glover

Project Lead Daily Monitoring

The Project lead will monitor the project and its contractors on a daily basis and take the required action for failure to comply with Wates Code of Conduct and relevant legislation

Plus any additional Monitoring as defined by WSCC

Project Monitoring Arrangements

The Construction Manager will monitor the project and its contractors on a monthly basis utilising Wates IMS system and take the required action to comply with Wates Code of Conduct and relevant legislation. The Project team will monitor the project and its contractors on a weekly basis utilising Wates IMS system and take the required action to comply with Wates Code of Conduct and relevant legislation

Weekly IMS to be carried out by the Wates management as well as Monthly visit from the SHEQ team.

Client Specific Requirements

SCAPE Framework – KPI's

Construction Phase Plan (Health and Safety)

Communication between Parties

Exchange of Information with Operatives

All operatives to attend and complete a Site induction prior to commencement of works. Daily Collaborative Planning briefings between Wates / Subcontractor Supervisors will be undertaken followed by a Daily Start Right carried out by the Supervisor to his team. Wates Site Management will be Based on Site Full Time and will be in constant contact to oversee the works and provide advice / assistance where necessary.

Exchange of Information with and between the client, designers, fire consultant, fire and rescue services, Principal designer and contractors

WSCC will provide Wates with Pre-Construction Phase Health & Safety Information.

Wates will produce site specific Logistics & Fire Plans for review by Client/Principal Designer prior to starting on site.

All information received from the above will be stored in the project pack in the site office.

Design information for construction and review will be stored and shared to all parties via the 4P SharePoint.

Project
Team
Liaison

Exchange of Information with and between Contractors

Wates will issue to contractors a copy of the Construction Phase H&S Plan

Contractors are required to complete full Method Statements & Risk Assessments for their works.

Wates to issue all relevant WPS / Best Practice Guidance notes for information

All information received from all others will be sent to the contractors via e-mail.

- Daily Start Right briefings
- Daily Collaborative Planning sessions
- Weekly Safety meetings
- Weekly Production Progress meetings

Handling design changes during the project

Any revisions to Design during the Construction Phase are uploaded to the 4P SharePoint, for review and implementation as required by each Contractor as necessary.

Construction Phase Plan (Health and Safety)

5. Arrangements for Controlling Significant Site Risks and Accountabilities

Extent and Location of Existing Records and Plans

Complete the following details provided in the Pre-Construction Information Pack (PIP). Where such information is not available action must be taken to identify required details.

Hazard	Known Details or Action to be Taken to Ascertain Them (e.g. drawing numbers, file locations, etc. for any relevant surveys)	Action to Mitigate Risk
Above ground services (e.g. power, fluids, telecoms)	Not applicable.	n/a
Buried / underground services (e.g. power, gas, telecoms)	Electical cable running length of site (confimed as dead)	Independent services surveys (drawings and reports) SUMO Drawings Permit to Dig for any surface penetrations
Existing structures (e.g. buildings, towers, etc.)	Tree stumps throughout various site locations	Permit to Dig for any surface penetrations
Existing ground conditions (e.g. contamination, stability, etc.)	Defined in Report following Intrusive Ground Investigation	Structural Engineer provided with full details to inform suitable design
Existing / new gas installations or flues impacted by construction works	n/a	n/a
Public interfaces/Safeguarding of Pupils and school staff	Shared access road into site with local residents	Site specific traffic management and logistics strategy Traffic Marshalls Site and Construction relevant signage
Enter any other risk	Enter required details.	Describe mitigation actions
Other Hazards / Issues (identified from pre-tender health and safety pack)	Known Details or Action to be Taken to Ascertain Them	Action to Mitigate Risk
n/a	n/a	n/a
Existing Environment (e.g. adjacent property, activities, occupied premises, highways, footpaths, bridle and byways, condition surveys etc.)	Known Details or Action to be Taken to Ascertain Them	Action to Mitigate Risk

Construction Phase Plan (Health and Safety)

Adjacent property/ MOP access	Exposed part of site boundary (access for MOPs into site)	Herras/ fixed hoarding Signage CCTV
Restrictions on Work (e.g. working hours)	Known Details or Action to be Taken to Ascertain Them	Action to Mitigate Risk
None	n/a	n/a

Aspect	Role	Name	Signature
AI Reporting & Investigation	Person with overall responsibility for reporting any incident on site	Mick Hopper	
Induction	Person responsible for coordinating inductions and updating content	Site Manager - TBC	
Pre-start Subcontractor Management	Project Leader	Mick Hopper	
Excavations, Piling and Ground Penetrations	Buried Services Coordinator	Site Manager - TBC	
Scaffold Management	Scaffold Coordinator	Site Manager - TBC	
Asbestos Preconstruction Phase	Project Leader Asbestos Coordinator	Mick Hopper	
Asbestos Construction Phase	Project Leader Asbestos Coordinator	Mick Hopper	
Asbestos Emergency Procedure	Project Leader	Mick Hopper	
Cranes and Lifting	Project Leader Project Lifting Coordinator Appointed Person Lifting Supervisor Slinger/Signaller	Mick Hopper Site Manager – TBC AP, LS and SS Roles to be taken by contractor TBC	
Fire and Emergency	Fire Coordinator Fire Marshall(s) – list name	Site Manager – TBC Site/Section Manager or Trainee TBC	
Temporary Works	Senior Temporary Work Coordinator Project Temporary Work	Andrew Barnes Site Manager - TBC	

Construction Phase Plan (Health and Safety)

	Coordinator		
Traffic Management	Traffic Management Coordinator	Site Manager - TBC	
Demolition	Project Leader Site Manager	Mick Hopper Site Manager - TBC	
Public Protection	Project leader	Mick Hopper	

Construction Phase Plan (Health and Safety)

6. Health and Safety File

The Construction Design and Management Regulations (2015) require that all projects collate a file of health and safety information related to the buildings or structures. The content, format and layout of the file are normally dictated by the client or their representative.

Layout and Format

Include site specific details of the agreed layout and format of the health and safety file (agreed with Principal Designer)

PD – TBC

Arrangements for Collection of Information

Include details of the site arrangements for the collection of health and safety file information

Via 4Projects, Fieldview and Airsweb. All relevant information will be included within the H&S File in the format required by the client via the PD

Storage of Information

Include site specific details of how health and safety file information will be stored

All relevant information will be included within the H&S File in the format required by the client via the PD

Construction Phase Plan (Health and Safety)

7. Appendices

Site Rules

Contract Name: Yapton Road, Barnham	Date: 03/05/2018
Welfare facilities are available on site and are located at: The Site Compound	
First aid equipment is available at the following locations: Site Office/ Welfare facility	
Whilst on site appropriate PPE must be worn, e.g. Safety Helmet, Safety Footwear, Hi-Vis Clothing, Eye Protection and Gloves. (note: standard prescription spectacles are not permitted)	
Always wear long trousers with either short or long sleeved shirts	
You will require a permit to work, issued by the site management for the following activities: - Permit to dig (piling, excavations, etc) - Hotworks - Working at height - Working around existing services - Power on	
Only use designated access routes. Do not enter any prohibited areas.	
Smoking is only permitted in designated areas	
Keep all access areas clear of materials, tools, trailing cables, debris, etc.	
Do not take food or drink into your work areas. Only eat and drink in designated areas.	
You must have the competency to use the plant and equipment for your task.	
Report <u>ALL</u> injuries and incidents, however minor, to the site management	
Do <u>NOT</u> wear baseball caps under your safety helmet	
No foul or abusive language	
No violence or horseplay	
Use mobile phones in safe areas only	
No reversing without a banksman	

Former Angels Nursery Site. Yapton Rd. Barnham. PO22 0AY.

APPENDICES TO THE CONSTRUCTION MANAGEMENT PLAN:

- **PrS-002A Asbestos Management Plan**
- **PrS-002E Electrical Management Plan**
- **PrS-002EP Working at Height Edge Protection Plan**
- **PrS-002F Fire and Emergency Management Plan**
- **Fire and Emergency Plan Drawing**
- **PrS-002L Logistics Management Plan**
- **Logistics Management Plan Drawing**
- **PrS-022 Project Quality Plan**
- **PrS-064 Project Environmental Plan**
- **BP-PrC-05 Hoarding Best Practice Notes**
- **External Lighting-Compound-Perimeter-Welfare**
- **Best Practice Guidance Notes – Gates**
- **Del-360 SCPS Managing Dust**
- **Del-858 Dust Control**
- **Del-911 Visual Standard Management of Waste**
- **Del-919 Visual Standard Welfare**
- **Temporary Site Entrance - Permanent Development Access**
- **S278 pre-commencement proposal drawings**
- **Construction Traffic – Road Routing**
- **Prevention of Bridge Strikes**
- **West Sussex HGV Routes Map**
- **Working Hours-Delivery Times-Section 59-Dust**
- **Construction Traffic – Wheel Washing and Road Sweeping**
- **Construction Traffic – Logistics – TM – Ch8**
- **Contact Details and Environmental**
- **Angels Nursery Construction Programme**