MICHAEL HARTNETT
EXECUTIVE HOMES

Construction Management Plan

Horsemere Green Lane
Climping
West Sussex
BN17 5QX

Prepared by Nick Brion
Complete Health & Safety Ltd
July 2020

Cypress Place
Waterford House
Long Furlong
Clapham
West Sussex
BN13 3UT

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Project Safety Statement

It is MJH Homes Ltd policy that this project is undertaken with the highest regard for health, safety and welfare matters.

MJH Homes Ltd believes that health and safety should have equal importance to quality, cost, production and morale. It accepts its responsibility to provide a working environment that is safe and without risk to health.

MJH Homes Ltd will take all reasonably practicable steps to meet this responsibility paying particular attention to:

- The provision and maintenance of equipment and systems of work that are safe and without risks to health to employees, sub-contractors and any other person likely to be affected by work activities

- Proper arrangements for the use, handling, storage and transport of materials, equipment and substances

- The provision of information, instruction, training and supervision to assist all employees and subcontractors to avoid injury and contribute positively to their own safety and health at work, with adequate communication of information, instruction and supervision to avoid injury to any other person likely to be affected

- The provision of a safe place of work and environment which has safe access and does not present a risk to health to any person

- The provision of adequate welfare arrangements

This safety plan can only be successful with the active co-operation of all employees, self-employed subcontractors and subcontract companies. It is therefore the responsibility of the aforementioned to perform their assigned duties safely by following established safe working procedures, using proper safety equipment and by reporting or correcting unsafe acts or conditions.

Mike Hartnett
Managing Director

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1 Scope and Objectives of the plan

This Construction Phase Plan has been prepared by MJH Homes Ltd (Principal Contractor) in order to comply with the CDM Regulations 2015 and other health and safety legislation.

This plan shall apply to all personnel on the project, including the client, employees, contractors and any other persons working on the project.

The purpose of this plan is to ensure that the project is undertaken safely and without risk to health and the environment, and to protect the public or anyone who may be affected by the work activities.

The plan sets out the means by which health and safety will be co-ordinated and controlled.

This plan will be reviewed and updated as necessary from time to time during the project, particularly if circumstances or the design changes.

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2 Project Information

Location of Site:	Horsemere Green Lane, Climping, West Sussex BN17 5QX	
Nature of Construction Work:	Erection of 9 residential dwellings, together with the creation of a new access road from Horsemere Green Lane, and provision for car parking, open space and landscaping. The site comprises: 3 x 4 bedroom houses 2 x 3 bedroom houses 2 x 2 bedroom houses 1 x 3 bedroom bungalow 1 x 3 bedroom chalet bungalow 3 garage units	
Project Duration:	Start Date Mid August for approximately 12 months.	
Working Hours:	Normal work hours, Monday - Friday 8am – 6pm Saturdays 8am – 1pm Deliveries shall be between 8am – 6pm Monday to Friday and between 8am – 1pm Saturdays. No working Sundays or Bank Holidays	
Client:	MJH Homes Ltd Cypress Place Waterford House Long Furlong Clapham West Sussex	Contact: Mr Mike Hartnett Tel: 01903 871710 Email: info@mjh-homes.co.uk
Architect/Designer:	Carlton Design Partnership / Selwyn House 32a Castle Way Southampton Hampshire SO14 2AW	Contact: Mr Steve Dalton Tel: 02380 719400 E-mail: planning@carltondesignpartnersheip.com
Structural Design:	Kazys Narbutas Consulting Unit 5B Tanners Court Tanners Lane East Wellow, Romsey Hants SO51 6DP	Contact: Kazys Narbutus Tel: 02380 278659 Email : kazys.n@eshers.co.uk
Principal Designer:	Carlton Design Partnership / Selwyn House 32a Castle Way Southampton Hampshire SO14 2AW	Contact: Mr Steve Dalton Tel: 02380 719400 E-mail: planning@carltondesignpartnersheip.com

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CDM Advisor:	Complete Health and Safety Ltd Unit 4 Elm Business Units Chartwell Road Lancing West Sussex BN15 8FD	Contact: Mr Nick Brion Tel: 01273 833919

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3 Description of Work

Construction will also include;

- Construction of new 6 ft panel fence around the whole site and installation of 3m timber hoarding with gates across the site frontage
- Cleaning of ditches along the perimeter by the lane and construction of head wall
- Removal of concrete access road on the site
- Demolition of existing bungalow and site clearance
- Construction of new access road with drainage system alongside containing gravel or soakaway crates
- Laying of temporary crushed concrete surfaces at the entrance of the site and elsewhere as required
- Construction of strip foundations and brick / block walls on each plot
- Possible installation of steel beams in selected plots
- Installation of beam and block flooring on the ground floor in all plots
- Installation of eco joists with T&G boards on the first floor
- Installation of internal stud partitions
- Installation of trussed roof structure on all plots, except plot 9 which will have a cut and pitch roof
- Installation of windows and doors
- Installation of associated services including gas, water sewer/drainage
- Installation mechanical, plumbing & electrical works
- Installation of kitchens & bathrooms
- Decorations, floor and wall coverings
- External hard & soft landscaping including block paving and tarmac

4 Reference/Design Information

Drawings / Documents

- Architects drawings series 19025 series
- Structural engineer's drawings series TBA
- Supplementary GeoEnvironmental Assessment Report – Crossfield Consulting – September 2020
- Asbestos Demolition Survey Report – Crucial Environmental – 22nd July 2020

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5 Project Organisation

5.1 Project Safety Management

Project Manager:	Mike Hartnett Tel: 01903 871710 info@mjh-homes.co.uk
Site Manager :	As above
Safety Advisor:	Nick Brion (Complete H&S Ltd) Tel: 01273 833919

As Principal Contractor, MJH Homes Ltd has overall responsibility for managing the project. The Company has responsibility for managing self-employed subcontractors and subcontract companies.

All self-employed subcontractors and subcontractors will be required to hold CSCS cards.

5.2 Subcontract Companies

Subcontract companies have responsibility for managing and organising their scope of work while complying with their own safety policies/procedures and the requirements of this plan and the site rules.

Details of subcontractors working on this project:

Demolition Works:	Rabbit Demolition Ltd
Brickwork:	DEGA Brickwork
Dry Liners:	KCM Dry Lining
Scaffolding:	TBA
Roofer:	TBA
Carpenters:	Sussex Carpentry
Electricians:	LD Morley Ltd
Plumbing:	Windsor Plumbing
Glazing:	TBA
Plastering:	TBA
Contract Lift Works:	TBA
Decorations:	TBA
Flooring:	TBA

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Tarmac:	TBA

Subcontract Companies not contracted by Principal Contractor

Subcontract companies have responsibility for managing and organising their scope of work while complying with their own safety policies/procedures and the requirements of this plan and the site rules.

6 Responsibilities

6.1 Site Manager 's Responsibilities (Mike Hartnett)

- Overall management of the project
- Appoint a competent person to manage the site in his temporary absence
- Ensure there are effective arrangements for planning, organisation, control and monitoring for health and safety on the project
- Ensure adequate resources and funding is provided and maintained to undertake the requirements of this plan
- Ensure that staff are trained and competent
- Ensure competent sub contract companies are engaged
- Ensure anyone who enters the site has a site induction
- Ensure employees and sub-contractors are aware of the plan and individual responsibilities
- Ensure compliance with Health and Safety at Work Act 1974, CDM 2015 regulations, all other relevant regulations and approved codes of practice
- Monitor the effectiveness of the plan and ensure revisions are implemented as necessary
- Report any notifiable accidents / incidents to the HSE
- Attend site meetings as required
- Organise and co-ordinate site work with minimum risk to Health and Safety and to comply with the company safety policy and relevant regulations
- Ensure agreed methods of work, codes of practice, risk assessments and method statements are adhered to and all registers and records are kept up to date
- Ensure sub-contractors comply with the construction phase plan, risk assessments and method statements
- Ensure the storage of materials and substances are safe and comply with statutory requirements
- Ensure any plant and equipment brought onto site is suitable for the intended use, inspected and maintained with records and all guards and safety devices are in place and used correctly

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- Ensure any plant and equipment brought onto site is operated by competent persons in accordance with the operating instructions
- Ensure the construction phase plan, emergency procedures, insurance certificate, names of appointed first aiders and other statutory notices are displayed in prominent locations
- Ensure Form 10 is issued to HSE by the Client and copy of F10 is displayed in a prominent position at site
- Ensure only authorised persons are allowed on site
- Ensure the site is secured against unauthorised entry when not occupied
- Maintain a tidy site with safe access and egress to places of work and the site accommodation
- To carry out weekly site inspections
- Meet and liaise with visitors and inspectors to the site and appoint a competent person to take charge during temporary absences and maintain a record of all site visitors
- Discuss with safety advisor any site problems relating to health and safety
- To co-operate with statutory authorities (i.e. HSE Inspector)
- To listen to site operatives concerns in relation to health & safety and act accordingly
- To act as fire marshal in the event of a fire alarm
- To act as the First Aider in the event of a medical emergency
- Forward “as built” drawings, manuals etc to the Principal Designer for inclusion in the health and safety file
- To set a good example of behaviour with regard to health, hygiene and safety

6.2 Safety Advisor’s Responsibilities

- Prepare and assist in the implementation of the construction phase plan while ensuring compliance with health & safety legislation
- Assist in the preparation of risk assessments and method statements where requested
- Offer health & safety advice to the Site Manager and operatives as required
- Conduct site inspections and produce safety reports where required
- Monitor the safety performance on site, as required
- Report dangerous situations which would warrant the stopping of any operation
- Carry out investigations and report on dangerous occurrences and serious accidents

6.3 Site Operative’s Responsibilities

This section applies to employees, self-employed subcontractors and subcontract company employees.

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- Comply with their own company safety policy (where applicable), this construction phase plan, risk assessments and method statements
- Comply with the site rules
- Use the appropriate tools and equipment for the job and not misuse
- Keep tools, equipment and PPE in good condition and report defects
- Report any accident, dangerous occurrence or condition to the Site Manager
- Take all reasonable steps to ensure the safety of himself and others
- Raise any health & safety concerns with the Site Manager or his nominated deputy
- Avoid improvised arrangements and suggest safe ways of reducing risks
- Observe all warning notices and follow instructions
- Ensure that guards are in position whilst plant and portable tools are in use
- Wear appropriate clothing, footwear and PPE conducive to the work
- Report defective plant and equipment to the Site Manager and do not use until repaired
- Inform the Site Manager or his nominated deputy if they suffer from any allergy, health problem or are receiving medication likely to affect their work ability to do manual handling tasks

6.4 Subcontract Company's Responsibilities

- Ensure compliance with Health and Safety at Work Act 1974, CDM regulations, all other relevant regulations and approved codes of practice
- Ensure compliance with the construction phase plan and their company safety policy
- Review site specific hazards and provide health and safety information including suitable site-specific risk assessments and method statements prior to commencing work
- Ensure operatives are aware of the requirements of this plan
- Adhere to site rules, co-operate with and follow instructions from MJH Homes Ltd
- Issue risk assessments and method statements to operatives before commencing work
- Where applicable, before work commences on hazardous operations a permit to work procedure will be prepared as required
- Report any accident, dangerous occurrence or condition to the site safety representative
- Provide "as built" information (drawings, manuals, data sheets etc) to MJH Homes Ltd for inclusion in the Health & Safety File
- In the temporary absence of the Site Manager, appoint a competent person to:
    - Organise and co-ordinate site work with minimum risk to Health and Safety and to comply with the construction phase plan, company safety policy and relevant regulations
    - Ensure the storage of materials and substances are safe and comply with statutory requirements

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- Ensure any plant and equipment brought onto site is suitable for the intended use, inspected and maintained with records and all guards and safety devices are in place and used correctly
- Ensure any plant and equipment brought onto site is operated by competent persons in accordance with the operating instructions
- Ensure only authorised persons are allowed on site
- Ensure the site is secured against unauthorised entry when not occupied
- Ensure anyone who enters the site has a site induction
- To co-operate with statutory authorities (i.e. HSE Inspector)
- To act as fire marshal in the event of a fire alarm
- Act as First Aid cover in the event of a medical emergency

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7 Safety Management

7.1 Construction Materials

MJH Homes Ltd will, whenever possible, procure materials/substances which are known to be safe to handle and free from acute and chronic health effects.

All materials/substances will be used in accordance with COSHH assessments, Construction Industry Advisory Committee Hazard Information Sheets, and HSE Guidance Notes.

7.2 Construction Design and Design Changes

The design work has been undertaken by the Designers (see section 3).

The Designers have ensured that the design process includes design risk assessment and has ensured that the design does not introduce significant hazards to the health and safety of those persons undertaking the work or using the premises after completion of the work.

Any changes to the design during the construction work will be reported to the Principal Designer as soon as possible to ensure that the changes to the design do not introduce new risks to health and safety.

7.3 Selection of Subcontractors

MJH Homes Ltd will ensure that subcontractors have adequate health and safety arrangements in place and good health and safety performance. These checks will be undertaken through a health and safety competency questionnaire. Records of completed health and safety competency questionnaires will be kept on file in the health & safety file in the office.

7.4 Project Control and Communications

Project meetings will be held if required, with the Site Manager for MJH Homes Ltd and relevant Contractors and Designers as appropriate in attendance where the management of health safety on site will be included on the agenda.

The MJH Homes Ltd Project and/or Site Manager are the prime focal point for all internal and external communications on key matters.

The Site Manager or an assigned deputy in his absence, will be present at all times. The Site Manager will communicate with subcontractors, other contractors on site etc on a day to day basis as required.

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Communications with subcontract companies will be achieved through formal orders and telephone communications. All subcontractors will receive detailed instructions, drawings and induction prior to starting work on site.

Subcontractors will be supplied with key information about Health & Safety Management prior to work commencing on site.

A notice board on site will provide key health & safety information.

7.5 Public Engagement Consultation

Local Community – pro-actively keeping local communities and residents informed is far more productive than dealing with complaints which can quickly escalate. Taking the time early on, attending meetings if required. Engaging with the community should be encouraged wherever possible. The Site Manager and Project Co-ordinator will liaise and co-operate with neighbours and any other third parties throughout the project as necessary. The Company will be in dialogue with the residents of the local area. Neighbours will receive a letter drop and be given contact details, email address, telephone number to address any issues or concerns they have about the works on the site. Any meetings can be held on site in a safe, Covid 19 assessed area with social distancing. The immediate neighbours adjoining the site boundaries have already received a consultation letter from us dated 31st July 2020.

7.6 Safety Consultation

The management view consultation and good communications as a crucial aspect for successful health and safety management on site. All site personnel, including subcontractors, will be encouraged to raise any safety issues with the Site Manager or his nominated deputy at any time, during site visits via email or telephone.

7.7 Site Rules / Induction

All personnel working on the site will receive a site safety induction prior to the commencement of any work on site. The site induction will be undertaken by MJH Homes Ltd Site Manager or his nominated deputy in the event of his temporary absence.

Blank copies of the Site Rules/Induction Form are included in Appendix F.

Completed induction records will be filed in Appendix G of this plan.

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7.8 Information

A copy of this plan will be available at the site and positioned in a prominent place.

The following information will be also displayed in a prominent position at the site:

- F10 Form
- Site Rules
- Emergency Procedures
- Contact Details (Principal Contractor, Contractors, Principal Designer, Emergency telephone numbers)
- Copy of employer's liability insurance certificate
- Copy of Health & Safety at Work poster

8 Health & Safety File

8.1 Description of Contents and Layout

Content and Layout to conform to MJH Homes Ltd's standard H&S File Format.

Home Owners Packs (H&S Files) will be prepared for each plot once completed. Contractors will be required to provide any relevant H&S information as required in electronic format.

8.2 Arrangements for the Collection and Gathering of Information

MJH Homes Ltd will collect and collate the information on materials, products and suppliers throughout the project and ensure that it is transmitted promptly to the Principal Designer. MJH Homes Ltd will ensure that information to be included in the Health and Safety File is provided to the Principal Designer on or before agreed time scales or as soon as it is available within the programme. The forwarding of documentation must be done in sufficient time to allow for review and comments to be made by the Principal Designer.

The Principal Contractor must ensure that any changes to the information are promptly transmitted to the Principal Designer to allow adequate revision and inclusion in the Health & Safety File.

8.3 Provision of Health & Safety File

One copy of the information shall be provided to the Client in a binder and electronic format.

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9 Safety Monitoring & Surveillance

The MJ Homes Ltd Site Manager will either be onsite or appoint a competent person to act as his nominated deputy in the event of his temporary absence, who will be responsible for monitoring health and safety on site on a daily basis.

MJH Homes Ltd management and/or the safety advisor will undertake periodic safety inspections to:

- Ensure that operatives are working with control measures identified in risk assessments
- Ensure operatives are wearing PPE as required
- Assess whether there are any uncontrolled hazardous situations which are not covered by risk assessments and method statements
- Ensure safety records are being maintained.

The Site Manager or his nominated deputy in the event of his temporary absence will undertake a formal weekly inspection using a checklist.

The Safety Advisor will undertake formal monthly site audit as requested by MJH Homes Ltd using a comprehensive audit checklist.

Records of general safety inspections will be filed in Appendix H.

10 Risk Management

10.1 Risk Assessments

MJH Homes Ltd and subcontract companies have a duty to ensure that suitable and sufficient risk assessments are undertaken. The risk assessments must consider those hazards which have a significant risk to health and safety, the persons affected, the potential severity of the risks and the implementation of suitable control measures to reduce the risks to the lowest level reasonably practicable. The Site Manager will review risk assessments before work is commenced. Copies of the site specific and generic risk assessments produced by MJH Homes Ltd are attached in appendix B and appendix C.

Site inspections will be undertaken by the Project Manager or Safety Advisor to identify any additional hazards that may not have been identified by the risk assessments. Additional risk assessments will be produced accordingly.

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10.2 COSHH Assessments

MJH Homes Ltd and sub-contract companies who are using materials or substances which are potentially damaging to health will prepare COSHH assessments for the substances to determine the level of risk, the persons at risk and suitable control measures.

General COSHH assessments for the project are included in appendix D.

10.3 Control Measures

MJH Homes Ltd Site Manager or his nominated deputy in the event of his temporary absence, will ensure that control measures identified in the risk / COSHH assessments are implemented.

10.4 Safe Systems of Work

MJH Homes Ltd Site Manager or his nominated deputy in the event of his temporary absence will ensure that all operatives working on site, including sub-contractors, are competent and trained in the safe system of work where a safe system of work is identified as a control measure in a risk assessment.

10.5 Method Statements

Method Statements will be produced by all Contractors where detailed planning is required to control significant risks exist, i.e. working at height, working on electrical or fire systems etc.

MJH Homes Ltd will ensure that all operatives are conversant with the relevant method statements before they start work. Subcontractors Risk Assessments / Method statements are attached in appendix E or a separate file.

11 Emergency Arrangements

11.1 Fire Precautions and Emergency Procedures

Site fire and emergency arrangements will be displayed on the notice board in a prominent location on the site.

- An assessment of the risks from fire will be undertaken with the necessary control measures

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revised as necessary as the project progresses. A fire risk assessment for the site will be prepared – included in Appendix O.

Fire Extinguishers:

- Fire extinguishers consisting of a minimum of 1 x CO2 and 1 x Foam extinguisher, will be located at the welfare facilities on the site. Sub-contractors will also be expected to provide a suitable fire extinguisher for hot work activities.

Assembly point:

- The assembly point will be in Horsemere Green Lane by the entrance to the site

Fire Alarm System:

- A Fire horn will be located in the Site Manager s office.
- All site personal will be instructed to shout “FIRE, FIRE, FIRE” within the building where the fire is detected, evacuate the building and activate the fire horn in the Site Manager s office.
- The Site Manager or his deputy will be informed as soon as possible about the emergency.

Procedure in the event of a fire or emergency:

- On hearing the alarm all persons will evacuate the building by the quickest route and assemble at the designated assembly point at the entrance to the site
- Extinguishers will only be used to fight minor fires
- The Site Manager or his deputy will ring the fire service using his mobile phone
- The Site Manager or his deputy will check that all persons have evacuated the site
- No-one will re-enter the site until the fire service have authorised that it is safe

Signing in Procedures:

All operatives will notify the Site Manager of their arrival and departure from site.

Flammable substances will be only stored on site where there is a ventilated and secure area away from buildings and escape routes.

Subcontractors with significant quantities of flammable substances (i.e. epoxy resins) will store the substances in suitable lockable metal containers stored outside away from ignition sources, fire exit routes etc.

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11.2 Hot Works

Activities on site necessitating the use of a hot works permit system:

It is envisaged that plumbing and mechanical works using brazing / soldering will be required. Where this is necessary a hot works permit will be carried out as described below.

A Hot Works Permit will be issued by the Site Manager or his nominated deputy to the operatives undertaking hot work to reduce the risks of fire after any activity that could potentially lead to a fire. A suitable fire extinguisher will be accessible at the point of hot works and a one-hour smoulder watch carried out. Blank permits are available in appendix K and completed permits will be filed in appendix L.

11.3 First Aid

A suitable well stocked first aid kit will be available at site at all times.
There will be at least one person on site with a first aid qualification.

First aid arrangements on this site:

- The qualified first aider will be the Site Manager or designated person in his absence.
- A first aid kit will be available in the Site Office.
- The first aid book will be available in the Site Office

Information about first aid provisions will be provided to site workers during induction and details of first aiders and location of first aid box will be posted on the notice board in the site accommodation.

Any completed accident reports will be removed and secured to comply with the Data Protection Act 2018 and the General Data Protection Regulations 2018.

11.4 Emergency Contact numbers

Site Manager	Michael Hartnett
Assistant Site Manager / Supervisor	TBC
External Safety Advisor – Nick Brion	07985 378150
Emergency Services	999
Local Police (non-emergency)	101
Local Hospital (A & E)	Worthing Hospital Lyndhurst Rd, Worthing West

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	Sussex BN11 2DH Tel: 01903 205111

11.5 Accident / Incident Procedures

The Site Manager or his nominated deputy will record any accident in the accident book kept in an accessible place in the site office. Any completed reports will be removed from the accident book and securely filed to comply with Data Protection Act 2018 and the General Data Protection Regulations 2018. Site operatives are encouraged to report incidents and near misses so that they can be recorded and the information used to help prevent re-occurrence of the event.

Arrangements will be made, if necessary, for the safety advisor to visit the site to investigate and report any incident/accident.

11.6 Reportable Accidents / Incidents

In the case of a fatality or specified injury to worker the Site Manager or his nominated deputy will ensure that the HSE Incident Contact Centre is notified as soon as possible by phone on 0345 300 9923 or using the online reporting facility www.hse.gov.uk/riddor/report.htm. In the case of notification by telephone, a report must be submitted within 10 days.

In the case of an over 7-day injury the Site Manager or his nominated deputy will ensure that the HSE Incident Contact Centre is notified using the online reporting facility www.hse.gov.uk/riddor/ within 15 days of the incident.

In the case of a dangerous occurrence or injury to the public involving treatment at a hospital, the Site Manager or his nominated deputy will ensure that the HSE Incident Contact Centre is notified as soon as possible using the online reporting facility www.hse.gov.uk/riddor/report.htm.

Any RIDDOR reports will be filed in the health and safety file in the office (See H&S Policy).

12 Site Set-up

12.1 Public Protection and exclusion of unauthorised persons

At the start of the project, 6ft wooden close board panel fences will be erected around the sides and rear perimeter of the site to provide adequate security.

3m timber hoarding with vehicle entrance gates and pedestrian entrance gate will be installed across the front of the site - the posts will be concreted in to prevent them falling over.

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The gates will be kept shut and opened for deliveries and will be secured at night.

CCTV will be installed near the entrance at the corner of the welfare / office unit to allow monitoring of the road, activity at the entrance and visitors.

Access ladders to any scaffolding will either be removed or boarded over at night.

Temporary barriers will be installed around excavations where there is a risk of a person falling into them.

Site Set Up Plan – A copy will be posted on site.

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12.2 Site Entrance

Vehicle accessing the site will use the entrance off Horsemere Green Lane. A new driveway will be constructed down the length of the site.

Pedestrians entering the site will enter via a separate pedestrian entrance, with temporary surface laid enabling access to the site office / welfare units.

There will be a buzzer on the hoardings to enable visitors to announce their arrival.

12.3 Signage

Construction site warning signs will be positioned on the timber hoarding at the main entrance to the site. Additional signage will be around the site, as required.

There will be suitable signs for directing visitors to the site office.

12.4 Vehicular Access and Movements

Crushed concrete will be laid on the surface just inside the site, behind the office/welfare units to form a vehicle turning / offloading area.

The Site Manager will be responsible for directing and supervising vehicle movements and deliveries to the site.

The Site Manager will appoint a banksman to monitor/control the loading/unloading operations.

Large delivery vehicles will either reverse into the site of out of the site under the guidance of the banksman.

Articulated vehicles will be discouraged from undertaking deliveries to the site.

Safety barriers will be installed along the side of access drive to provide a safe route for pedestrians walking in the drive.

Additional barriers will be used on the site as required.

All unloading/loading on site must be undertaken in accordance with the work at height regulations in order to reduce the risks of falls from height.

Offloading lifting operations must be undertaken by trained delivery drivers.

Deliveries shall be between 8am – 6pm Monday to Friday and between 8am – 1pm Saturdays.

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12.5 Wheel Wash & Mud

Environmental considerations when planning and monitoring the works impacts must be assessed, consideration should be given to how the work could impact on the local community especially nuisance. Mud can be carried far along a road with large lumps being a specific hazard to cyclists and motorcyclists. Wet mud will also make the road surface slippery especially in wet, cold dark weather, roads need to be kept clear. Installing roads and driveways early in the project will help reduce mud, it also provides a better standard of housekeeping and safer storage. A Karcher high pressure 130 bar pressure washing facility set back from the entrance way on a flat hardstanding to avoid any water and mud entering the road or ditches from the washing operations. All lorries will be loaded and unloaded on the hardstanding, thus avoiding the need to enter muddy conditions. Any cleaning of wheels required will be washed clean and all deposits swept up and placed in the 6 cubic metre skip by the entrance way immediately upon carrying out this operation. We will also have on site a JCB SC180 sweeper collector with water spraying to minimise any dust during sweeping operations. The debris are collected within the sweeper collector attachment. The sweeping attachment is hydraulically connected to a JCB Telescopic 140 Hi-viz Telehandler that is taxed for road sweeping operations. We also have arrangements in place with Penfold Verrall for highway sweepers as risk assessed necessary for highway safety.

12.6 Parking for site workers

Due to the site being very limited for space, parking will only be permitted in Apple Tree Walk or other surrounding roads off Horsemere Green Lane.

When parking in the public roads, vehicles must be parked legally with due care taken to avoid blocking emergency service access, access drives and to be mindful of local residents.

As the site progresses the Site Manager may permit some parking on site, subject to availability of space

12.7 Materials Delivery and Unloading

Loading/offloading activities will be planned and supervised by the Site Manager or responsible person.

A telehandler will be provided for moving materials around site on loading out to the scaffold loading bays. The Site Manager or nominated deputy will also be responsible for the use of the telehandler for loading/unloading of large deliveries.

Crane operations will be in accordance with the Crane Lifting Plan (see section 12.19).

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12.8 Storage of Material / Equipment

All material will be stored in such a manner to prevent injury to workers, visitors or anyone gaining access to the site. Consideration will be given to safe stacking to prevent collapse.

The methods of storage will allow for possible unauthorised access onto the site by children or other individuals.

There is adequate space on site on or in the welfare compound for storage of materials.
Storage containers will be provided on site for the storage of all high value materials/tools.
A storage container will be moved around the site dependent upon where the work is on the site.
All other materials are to be stored in designated areas as directed by the Site Manager and in such a way that they do not present a hazard to other persons. For instance brick / blocks will be stored along the side of the access road.
Materials will be stacked safely such that there is no risk of unintentional collapse of the stack.
Any loose materials topsoil, crushed concrete stored on site for the recycling within the development will be covered with a membrane pegged and rope criss-crossed over the heaps down the sides with weights attached to the end of the rope.to prevent the blowing of the sheet or any dust transmission. It is intended all heaps will be removed and placed over the wet period throughout the winter months.

12.9 Removal of Waste

During the demolition, a concrete crusher will be available to enable the demolition contractor to crush hardcore for use in foundations, driveways and other places on the site.

It will be the responsibility of the demolition contractor to collect and remove other demolition arisings from site.

During construction, waste materials will be removed and segregated as work proceeds to prevent build-up of excess debris leading to access and fire hazards.

There will be two skips on site – an 8yd skip for hardcore and general waste and a separate skip provided by the Dry Lining contractor for the collection and disposal of waste plasterboard.

The Site Manager will be responsible for the planning and management of waste collection and removal on site.

There will be no burning of materials on the site.

Arrangements will be made to dispose of any special waste using a specialist contractor in accordance with the regulations under the Environmental Protection Act 1990.

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Waste containers will be removed from site before they become overfull.

Waste disposal records will be retained by the Site Manager as required by the Environmental Protection Act 1990 for the duration of the project (on site) and then held by the company for 2 years for non-hazardous waste and 3 years for hazardous waste.

12.10 Site Lighting

Providing clear and well lit escape routes leading to a place of safety in the event of an emergency is vital. Workers and visitors can panic in a dark and unfamiliar environment, the risk of serious injury increases. Site Safety & Welfare of workers leaving the site. Temporary timed lighting erected at 5ft, pointed down to avoid lighting pollution to neighbours and to illuminate the entering and leaving of the site safely. The light arrangements are not in the direction of neighbouring properties and towards the welfare facilities and main gate. Light fittings are Ansell AVFLED30.

Regarding internal lighting - use of temporary 110-volt lighting as required during winter months to ensure safe access and safe working in general inside the property.

12.11 Site Welfare Facilities

A containerised welfare unit containing integral toilets, washing facilities, changing/drying room, canteen/rest area with seats with backs, tables, kettle, microwave and access to drinking water etc.

A separate containerised office unit will be positioned on the top of the welfare unit.

Power for welfare facilities will be provided from the temporary site supply.

Smoking will not be permitted in buildings and only in designated external smoking areas.

Information about the facilities will be provided during induction.

The Site Manager or his nominated deputy will take all reasonably practicable steps to ensure the welfare facilities are maintained and kept clean.

All contractors on site will be encouraged to report any concerns with the welfare facilities.

12.12 Communications on site

Walkie Talkies will be used to facilitate communications on the site. The Site Manager will issue them to selected responsible persons.

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Management of Specific Site Risks

12.13 Electrical Supplies

Temporary Supply Arrangements:-

The existing electrical supply to the site will be disconnected by UKPN prior to the demolition phase.

A temporary site supply, with RCD protection, will be installed for the welfare and battery charging facilities by UKPN. Refer to the site plan for the location of the temporary site supply kiosk.

In general, battery or petrol-powered tools will be used on site.

However, a temporary armoured cable will be installed along the east perimeter fence to a junction box further up the site, for providing power as required.

New Supply Arrangements:-

A new below ground electrical supply and distribution to the properties on the site, will be installed by UKPN.

Isolation Arrangements:-

Electrical supplies in the properties will remain isolated until the commissioning phase, undertaken by qualified electricians. Power will remain isolated (ie locked off) and introduced in a controlled manner to ensure that open ended circuits cannot become live.

All site electrical supply work will be undertaken by qualified electricians.

All temporary electrical supplies will be installed in accordance with the requirements of BS7671.

The temporary electrical supply will include integral RCDs.

12.14 Gas Supplies

Isolation and commissioning arrangements:

The existing gas supply to the house being demolished will be isolated by the gas utility supply company and taken back to the site boundary.

A new below ground gas supply to the properties on the site, will be installed by the gas utility supply company.

All internal gas boiler and pipework installation work will be carried out by qualified Gas Safe engineers.

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12.15 Temporary Works

Temporary Works on this project:	Arrangements
3m Timber Hoardings	Hoarding structure designed to take wind loadings – the Site Manager will be the TWC for this task, to ensure installed with adequate security and regularly inspected.
Scaffolding & Loading Bays	See section 12.17.1. The TWC will be the Scaffolding Company.

12.16 Demolition / Dismantling Activities

All demolition / dismantling work will be planned and undertaken under the supervision a competent person.

Activity	Proposed Equipment / Method
Demolition of existing residential property	To be detailed in Rabbit Demolition Ltd's risk and method statements. Structures being demolished will be assessed by a competent person to ensure that the demolition process is planned and executed safely. The demolition contractor will be the only contractor on site during the demolition.

The demolition / dismantling work will be carried out in accordance with the Code of Practice for demolition BS 6187: 2011. Hours of work 8am – 6pm Monday – Fridays, 8am – 1pm Saturdays.

12.17 Excavations

Excavation work on this project:

Activity	Proposed Equipment / Method

All excavations will be continually assessed for risk of collapse by the competent person supervising the work. Suitable means of support shall be provided when necessary.

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Methods to prevent unauthorised entry

Excavations will be dug using an excavator. No shoring is considered necessary as the excavations are shallow. Temporary fencing will be positioned around the edge of excavations where there is a risk of people or vehicles falling into the excavations. The work will be planned and supervised by the Site Manager .

Entry into an open excavation

There are no deep excavations requiring access arrangements.

Excavations will be inspected in accordance with statutory requirements by a competent person

- At the start of each shift
- After any collapse of part of the excavation
- After accidental fall of material into the excavation

Records of inspections will be retained at the site in Appendix J.

The Company will have on site a suitably qualified person to supervise all ground works activities.

12.18 Contact with Hidden Services

Methods to detect hidden services

There is a low risk of encountering unknown live underground services under the site. However utility survey drawings will be referenced to identify possible services in the existing car park area in the site. In addition, a CAT scan will be undertaken prior to groundworks. Trial holes will be dug as required.

All work near buried services will be properly planned and supervised by a competent person and carried out in accordance with the recommendations identified in HSG 47 “Avoiding the risks from buried services”.

12.19 Main Sewer/Drainage Connections

The main sewer/drainage works will be planned and undertaken under the supervision a competent person in particular a ”safe systems of work” is to be established for confined spaces (CS Permit may be required).

Sewer/Drainage Works Connections in the Horsemere Green Lane will be planned and undertaken by the relevant Utility

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company. All sewer/drainage works will be planned with RAMS produced as appropriate.

12.20 Concreting Operations

There are risks associated with mixing, pouring and contact with concreting operations on site, the risks varying depending upon the methods employed.

Arrangements for Concreting Operations on this project:

Concrete supplied and poured into the excavations by a Redimix delivery vehicle. Works to be planned and undertaken by the Site Manager and the concrete supplier.

Additionally, concrete will be mixed and poured using the Mixer Bucket on the excavator. Works to be planned and supervised by the Site Manager .

In addition, there will be a cement mixer on site for preparing mortar for brick work.

All mixing of cement will be carried out in designated areas agreed with the Site Manager . The appropriate control measures identified in the COSHH assessments will be implemented.

12.21 Working at Height

The scope of work will necessitate working at height. All work at height will be undertaken in accordance with the Work at Height Regulations 2005.

The following activities entail working at height: -

Activity	Proposed Equipment
External works: -	
Erection of scaffolding	Scaffold hop ups / harness in accordance with NASC SG04
Falls from scaffold access openings	Use of scaffold gates or hatches
Construction of brick / blockwork and roofs	Use of independent tied external scaffolding on all elevations and internal birdcage scaffold with platform at approx. 1.8m high on the first floor.
Loading materials onto scaffold	Use of loading bays with gate protection on

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	scaffolding.
Internal works: – General internal works up to 2.6m	Use of stepladders and low-level hop ups for low risk work (Site Manager to assess, authorise and monitor works) Use of stair access towers
Open edges when installing staircase and banister rails	Installation of temporary double guard rails with adequate strength & stability, incorporating toe boards

The Company will ensure suitable, well maintained equipment is provided for working at height. The equipment will be provided with the means to prevent falls, so far as is reasonably practicable. (i.e. Access towers, Podium steps etc).

Stepladders will only be used subject to risk assessment. The risk assessment will take into consideration the duration of the task, the potential fall distance and surrounding environment, surface conditions, the forces required during the task, the weight of any materials and equipment, other people or trades in the area etc.

All operatives using equipment for work at height will be competent in the use of the equipment.

All work at height will be planned before work starts – risks assessments and method statements will be provided by contractors before work commences.

12.21.1 Scaffolding

Suitable scaffolding will be designed, erected, altered, maintained and inspected by a competent scaffolding contractor. The scaffolding will be designed and erected in accordance with the NASC TG20:13 Guide to Good Practice for Scaffolding with Tubes and Fittings. A completion certificate will be issued by the scaffolding contractor to the Site Manager after installation or any alterations.

The scaffolding will be inspected by a competent person from Langridge Ltd at least once every seven days, after any modifications and after any event likely to have affected its strength and capability. Records of inspections will be retained at the site office in Appendix I. Records of the handover certificates and inspection records will be held on file on site, for the duration of the project and then by the Company for a further 3 months after the project is completed.

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Operatives will be instructed not to interfere with or alter any parts of the scaffolding unless they are competent to do so.

Special arrangements for the scaffolding

The loading bay will be designed for the planned loads, and the Safe Working Load will be established and clearly displayed on all loading bays. The scaffolders will be responsible for establishing the loading bay safe working load. The Site Manager will ensure that the safe working load is not exceeded.

Arrangements to prevent unauthorised access to the scaffolding outside normal working hours:

Ladders will be removed or over-boarded at the end of every day.

Arrangements to prevent material and objects falling from the scaffolding:

Brick guards to be installed on scaffolding. Scaffold planks at risk of being blown off to be fixed. Toe boards to be used on all scaffolding and mobile towers / trestles. Tool belts to be worn by operatives.

12.21.2 Mobile Scaffold Towers

All access towers will be suitable for the job and erected in accordance with the manufacturer's instructions by a competent person, a copy of the instructions will be accessible on site.

Towers will be erected on firm, level, clear ground and the height to base ratio must not exceed manufacturer's recommendations. Outriggers /stabilisers will be used in accordance with tower manufacturer's recommendations.

All towers will be provided with guard rails on all platforms and toe boards on all working platforms. The safe working load must not be exceeded.

12.21.3 Step Ladders

All step ladders will be Class 1 or EN131 Commercial equipment (EN131 "Professional" standard for any equipment purchased after January 2018), suitable for the job, of adequate height/length and be in good condition.

The equipment will be inspected before use.

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All stepladders will be inspected before use by the operative. Inspection labels are to be attached to work equipment in order to demonstrate regular inspections have been undertaken.

12.21.4 Ladders

Ladders will be used for access to the scaffolding, all ladders will be Class 1 or EN131 Commercial equipment (EN131 “Professional” standard for any equipment purchased after January 2018), suitable for the job, of adequate height/length and be in good condition.

The equipment will be inspected before use.

All ladders used as a point of access will be secured at all times at the top to prevent them from slipping, extend above the working platform by at least 1m and be erected at an angle of 75^0 or 4:1 (4 up 1 out). All ladders will be removed or over-boarded at the end of every day.

12.21.5 Hop Ups / Trestles

All hop ups / trestles will be suitable for the job and used in accordance with the manufacturer’s instructions. Hop ups / trestles will be used on firm, level, clear surfaces

All trestles with platform height above 400mm will be provided with guard rails.

The safe working load of the access equipment must not be exceeded.

12.22 Mobile Plant Operations

Mobile plant used on this site include:

1 x 8 tonne and 1 x 1 ½ tonne excavators, concrete crusher, telehandler, 6 tonne dumper truck, crane for lifting trusses (responsibility of the carpentry contractor), crane for lifting flooring beams (responsibility of the flooring contractor)

All mobile plant will be hired from a reputable hire company. The mobile plant will be suitable for the type of work being undertaken, the ground conditions and the environment.

It is crucial that the mobile plant is supplied with a suitable certificate of conformance or proof of thorough examination and test and a copy of the operating instructions on site.

Only authorised operatives with a current certificate of competence will be allowed to drive the mobile plant.

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Operators will be required to carry out daily inspections of the plant in accordance with the plant manufacturer's recommendations. In addition, plant used on site for more than seven days will require a recorded inspection, a form for recording these inspections will be available from the Site Manager .

Where possible all mobile plant will be supplied with a flashing light and a reversing horn.

All mobile plant will be operated in accordance with the recognised safe systems of work. Where necessary, and in particular where there is a risk to operatives or site visitors, a banksman will assist in guiding or overseeing mobile plant operations.

All site operatives will be warned about the presence of mobile plant, its areas of operations and the need to keep away from the plant whilst operating.

12.23 Lifting Operations

Lifting Operations to be undertaken on this site include:

Activity	Proposed Equipment / Method
Lifting arisings from demolition.	Use of excavator. Refer to demolition contractor's RAMS.
Lifting and positioning roof trusses.	Contract lift crane. Refer to roofing contractor's RAMS.
Lifting and positioning concrete floor beams	Contract lift crane. Refer to flooring contractor's RAMS.
Lifting of materials around the site	Use of telehandler plus use of excavator with forks – work directly planned and supervised by the Site Manager .
Lifting of materials onto loading bays.	Use of telehandler – work directly planned and supervised by the Site Manager .
Lifting steel RSJs (if applicable).	Depending on the size / weight, may use the forklift and genie lifting equipment to place the RSJs in position.
Offloading deliveries	Hi-Ab delivery vehicle, delivery as close as possible to site. Work directly planned and supervised by the Site Manager .

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The Company will ensure that any lifting equipment used on site is suitable for the site and the loads being lifted.

All lifting equipment and lifting accessories will not be used unless there is documentary evidence available on site, that the equipment has been subjected to statutory examinations. All lifting equipment “not used for lifting people” not exceeding 12 monthly, all lifting accessories and lifting equipment “used to lift people” not exceeding 6 monthly

All lifting operations are to be properly planned by a competent person. A risk assessment, method statement and lift plan must be prepared for the lifting activity. The location of overhead power lines, ground conditions, weather and type of load must be taken into account.

All lifting operations must be appropriately supervised by a competent person who is required to control the lifting operations and ensure it is carried out in a safe manner. The crane driver will have a recognised certificate of competence and competent banksman must be available to assist the lifting operations.

The Company will ensure that Lifting Plans are prepared for lifting activities undertaken by the Company. The lifting plans will be filed in Appendix P.

12.24 Manual Handling

Significant manual handling risks on this site include:

Concrete products / kerb stones / heavy weight blocks/ lintels / plasterboard / doors / window & door sets / roof trusses and covering materials.

Manual handling operations will be assessed, and risk assessments will be prepared where significant risks to health exist. The following tasks will be taken into consideration:

- Vehicle unloading
- Moving material from unloading area through to workplace storage areas
- Lifting of heavy/awkward items into position
- General handling of material
- Removal of waste from workplace to removal area

Where possible, manual handling will be avoided, and suitable equipment used instead.
Mechanisation used on this site:

Use of telehandler, excavator, dumper, cranes, genie lift, trolleys, wheel barrows, delivery as close as

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possible to site, Hi-Ab delivery vehicles.

Where it is not possible to use suitable equipment, safe manual handling techniques must be applied (i.e. two man lift). No one person must lift more than they feel comfortable with. The HSE recommends a limit of 25 kg.

12.25 Asbestos

Potential asbestos on this site:

Asbestos Demolition Survey to be undertaken on the existing building and garage, prior to demolition. Copy of survey to be filed in Appendix A.
Any identified asbestos to be removed and disposed of by a competent asbestos removal company in accordance with the requirements of the Control of Asbestos Regulations 2012.
Demolition operatives to have received asbestos awareness training – Training includes the requirement for operatives to stop work and report the situation to the Site Manager should any material identified during demolition that could contain asbestos.

It is very unlikely after the demolition of the existing buildings, but still possible that illegally disposed of ACMs may be encountered during the works. Should any person believe they have discovered asbestos then work will cease immediately, the premises will be evacuated and the management informed immediately.

The management will then take steps to arrange for an additional survey and removal of ACMs as required.

12.26 Coronavirus Management

Coronavirus risk will be managed by compliance with Construction Leadership Council – Site Operating Procedures – Protecting your workforce during coronavirus and latest government guidance. A copy of the risk assessment is attached at Appendix Q.

Specific arrangements at this site include:

Site Manager to ensure that subcontractors RAMS include the subcontractor's arrangements for managing coronavirus.
Site induction that includes the additional measures that have been put in place to protect the workforce and minimise the spread of COVID-19 infection.
Site Manager to ensure that washrooms and toilets are regularly cleaned, soap, sanitiser and paper

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towels are readily available.

Site Manager to ensure that the cleaning activities are in place for the following:

- Taps and washing facilities
- Toilet flush and seats
- Door handles and push plates
- Handrails on staircases
- Lift and hoist controls
- Machinery and equipment
- Food preparation and eating surfaces

When carrying out work activities, the Site Manager will plan works such that all workers can adhere to social-distancing of 2 metres. Where this cannot be possible, workers should:

- Not carry out non-essential work
- Not carry out work where there is close skin to skin contact
- Plan work to minimise contact between workers
- Reusable PPE should be cleaned thoroughly after use and not shared with other workers
- Single use PPE should be disposed of safely so that it cannot be reused.
- In exceptional circumstances limit working closer than 2m to 15 minutes.
- Wear face coverings.

The detailed arrangements will be included in the Coronavirus risk assessment.

13 General Health & Safety Arrangements

13.1 Personal Protective Equipment (PPE)

It will be mandatory for all self-employed contractors, subcontract company employees, visitors etc to wear PPE as specified in the site rules, in the risk assessments/method statements, or as instructed by MJH Homes Ltd.

All subcontract companies will be expected to provide suitable PPE for their employees. Self-employed contractors will supply their own PPE.

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MJH Homes Ltd will ensure that PPE is available for visitors at site.

It is a mandatory requirement that the following are worn on the site at all times.

- Safety footwear
- Head protection whenever there is overhead work being undertaken on the site or a risk of injury to the head (the site will remain a mandatory hard hat site until the management agree that the rule can be relaxed).
- High visibility clothing will be required to be worn while on site
- All other PPE to be worn as required by a Suitable Risk Assessment

No person will be allowed to work on site unless properly clothed / protected / equipped for the tasks they undertake or will be exposed to – if necessary the Site Manager is authorised to exclude site workers without appropriate PPE.

13.2 General Plant and Equipment

MJH Homes Ltd and its subcontractors shall ensure that any plant and equipment is:

- Suitable for the job
- Operated correctly by competent persons
- Regularly maintained and inspected

The Provision and Use of Work Equipment Regulations 1998 will apply.

All plant and equipment shall be properly tested and records of testing made available. The company and its subcontractors will ensure risk assessments are provided for use of plant and equipment.

All operatives of plant and equipment shall, where necessary or appropriate, hold relevant Certificates of Training e.g. CITB or the Approved Trade Body. Copies of relevant certificates / licences will be filed in Appendices K.
Any lifting equipment must be accompanied with records of statutory examinations. Lifting operations will only be undertaken under the control of a competent person and in accordance with the lifting plan.

The Lifting Operations and Lifting Equipment Regulations 1998 will apply.

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13.3 Portable Electrical Equipment

Portable electrical equipment used on site is recommended to be 110 volts or less. The use of suitable battery powered equipment is preferred.

All 110-volt site equipment will have been subjected to combined inspection and test (ie Portable Appliance Tests (PAT)) on a regular basis, preferably at least once every 3 months or 6 months were the nature of the activities are internal and deemed lower risk. All Portable Electrical Appliances shall have a label showing date of inspection and date for renewal.

Where 240volt tools for use on site will generally only be permitted (in the welfare areas) and where used with an RCD and subject to 3-month Portable Appliance Tests.

The Site Manager will check that portable electrical equipment has been PAT tested at induction and will inform operatives that the equipment will be removed from the site or from service until tested.

13.4 Abrasive Wheels

All activities involving the use of abrasive wheels are regarded as high-risk activities. If abrasive wheels are to be used on this site, risk assessments will be required indicating the necessary precautions.

All persons using abrasive wheels will have had suitable training in the use and maintenance of abrasive wheels. Guards will be used at all times.

Dry cutting will not be permitted on site without express permission from the Site Manager on only then with suitable control measures in place.

Dust suppression will be required in the form of wet cutting or extraction.

In addition, where Silica is identified operatives are to wear suitable P3 masks and be face fit tested and clean shaved. If not air fed masks are to be used.

13.5 Woodworking Machines

Woodworking machine cutters can inflict very serious injuries and it is essential that the regulations for guarding the cutters are strictly observed. Risk assessments will be required indicating the necessary precautions.

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There are numerous types of machines under this category including circular saws, band saws, grooving machines, planning machines etc. Consideration also needs to be given to the hazards with wood dust (ie Fire, Respiratory problems etc). Ideally the equipment will include Local Extraction Ventilation (LEV) systems. If not, then ventilation and suitable RPE must be available together with good housekeeping.

All guards, where supplied with the equipment, will be fitted, operational and well maintained so that they are always fully functional and effective.
The equipment must be used with good lighting, on a firm level floor and with adequate working space.

All persons using woodworking machines will have had suitable training in the use and maintenance of the equipment

13.6 Hand / Arm Vibration Syndrome (HAVS)

Possible risk during the demolition of the existing buildings and driveway.	Control measures to prevent/control the risk from Hand / Arm Vibration Syndrome to be included in the sub-contractors RAMS. Recommend the use of low vibration equipment and monitoring of exposure times.
Significant risk when compacting the crushed hardcore under the new driveways	Control measures to prevent/control the risk from Hand / Arm Vibration Syndrome to be included in the sub-contractors RAMS. Recommend the use of low vibration equipment whacker plates and monitoring of exposure times.

The Company will take all reasonably practicable steps to reduce the likelihood of any employee contracting the condition known as Hand / Arm Vibration Syndrome.

The Company will select vibrating equipment with preference given to equipment with the lowest published vibration emission levels.

Vibrating equipment will be well maintained to ensure that the levels of vibration do not increase over time and use.

The Company will assess the use of vibrating equipment and ensure that operatives are not exposed to daily exposure levels in excess of 5.0 m/s^2 (A8) so far as is reasonably practicable.

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Equipment manufacturers or hire companies are legally obliged to provide data relating to level of vibration produced by the equipment. In this case the vibration calculator on the HSE (www.hse.gov.uk/vibration/hav/hav.xls) will be used to calculate the daily exposures for each individual using vibrating equipment.

Where vibration levels are not known for particular equipment, a look up chart located in the site welfare will be referenced to establish the approximate vibration levels for that equipment. The chart will be provided with the risk assessments.

The Company will ensure that operatives using vibrating equipment are provided with suitable equipment, suitable gloves, have adequate rest breaks and a place for warming hands in cold weather.

Operatives will be provided with information on the trigger times for the particular equipment they are using and on recognising symptoms of HAVS and informed about the measures required to reduce the risks.

Operatives will be instructed to report any signs of HAVS or any concerns with the equipment being used.

13.7 Protection against UV

All operatives on site will be briefed at induction about the risks associated with long term exposure to UV while working for long periods outdoors and appropriate controls to minimise risk of harm.

- Operatives will be required to wear long trousers (unless stated otherwise in their risk assessments) and shirts/t-shirts at all times.
- Operatives will be encouraged to stay in the shade whenever possible, during their breaks and especially at lunch time.
- Operatives will be encouraged to drink plenty of water to avoid dehydration – there will be adequate supplies of water in the welfare facilities.
- Operatives will be encouraged to wear high factor sunscreen provided in the welfare facilities.
- Operatives will be encouraged to check their skin regularly for any unusual moles or spots and arrange to see a doctor promptly if they find anything that is changing in shape, size or colour, itching or bleeding.

13.8 Noise & Statutory Nuisance

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Overview

Exposure to vibration and noise can have serious health effects, vibration from hand held tools can cause hand arm vibration syndrome (HAVS) which affects many workers in the construction industry. Whole body vibration (WBV) is also prevalent in the construction industry and may affect operators of construction vehicles often resulting in back injury.

Employers have a duty to assess and control the vibration and techniques (such as selecting low vibration tools). Careful selection of work methods and limiting exposure times are all important aspects in the control of exposure in the construction industry. Vibration is a physical health risk and the construction industry has one of the highest rates caused by vibration.

Use of the latest environmentally approved equipment both in levels of sound but also emissions. It is proposed to use acoustic barriers around equipment that will be moved with the phase of works and placed close to the noise source. The project manager will have sound monitoring equipment (Class 1) to evaluate ambient noise levels from building operations to monitor and manage in respect of neighbouring properties.

Control of Vibration at Works Regulations

The control of Vibration at Work Regulation 2005 imposed duties on employers to protect employees and others who may be exposed to risk of ill health due to vibration at work. A risk assessment has been undertaken.

MJH Executive Homes Ltd has had a continued program of updating its plant and equipment the plant and equipment used on site is all new equipment within the last 2 years which is Volvo, Caterpillar and JCB, the Volvo and Caterpillar excavators are the latest generation machines and are Tier 4F/Stage IV emissions compliant diesel engines also featuring auto idle of accelerator when the machine is stationary to reduce both noise and fuel emissions. The JCB dumpers are cabbed for operator safety and the engines are the latest JCB Ecomax 55kw engines, no plant will be left running idling when not in use to avoid any unnecessary noise. Small tools such as cement mixers, drills, compactors and saws are of the latest environmentally/safety/noise transmission equipment to the latest build manufacturers standards. Materials i.e. paving slabs, floor beams, are manufactured to the correct sizes required to minimise excessive noise through cutting operations. Silica dust is one of the main causes on construction sites from grinding machines, these are all equipped with water suppression tanks to eliminate dust. There are no piling operations required on this development that would cause vibration transmission across the site, the foundations on site are trench filled foundations with

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concrete and dug conventionally with an excavator creating no vibration issues. While plant is on site carrying out these operations we will put in a vibration monitor fully compliant to BS7385, BS5228 and DIN4150-2 this is suitable for construction and demolition activities, piling projects and rail embankment monitoring.

13.9 Control the Emission of Dust and Dirt During Construction.

Each year thousands of constructions workers contract respiratory diseases due to breathing in dust, vapours, gases or fumes, the amount breathed in each day can seem small or insignificant but respiratory and hazards often have a cumulative effect, in some cases the effect of exposure may be immediate but generally it can take years before the symptoms of ill health become apparent. Some respiratory hazards can include chronic obstructive pulmonary diseases, silicosis, asbestosis, respiratory cancers, pleural thickening, occupational asthma.

Managing The Risk.

The COSHH regulations require that employers shall not expose any employees and others to any hazardous substance unless a suitable and sufficient assessment of the risks has been carried out and adequate controls are applied. All demolition and construction sites should be monitored for the generation of air quality. It is essential to monitor for dust generation including PM10 & PM2.5. It is important to risk asses works before commencement and carry work out in a safe environmentally friendly manner. Our Manager will be issued with a Dust Monitor on site and will risk assess. Monitoring equipment on site will be PM10 to monitor and manage air quality for neighbours; cyclone inlet standard unit of measurement Mg/M3,

Under the regulations an employer has not exerted adequate control unless they have applied the principles listed below

- Design and operate processes and activities to minimise emissions
- Taking account of all relevant routes of exposure (inhalation, skin absorption and ingestion) when developing control measures.
- Control exposure by measures that are proportionate to the health risk.
- Choose the most effective and reliable control measures which minimise the escape and spread of substances hazardous to health.
- Where adequate control of exposure cannot be achieved by other means provide in combinations with the other control measures suitable personal protective equipment (PPE).
- Check and review regularly all elements of control measures for their continuing effectiveness.
- Inform and train all employees on the hazards and risks from the substances which they work.

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- Ensure that the introduction of control measures does not increase the overall risk to health and safety.

Choice of Work Methods

Water can be used with some tasks to effectively damp down the dust, modern cut off saws have an attached water supply. The water can come directly from the mains or a portable source. Other such devices will be wet cut saw benches. Water suppression is not always suitable for controlling all dust risks, it cannot be used with most electrical tools on wood or where the waste slurry would create a problem (such as an inhabited building). Extraction is an effective alternative to water suppression that sucks away dust that is being created and stores up until emptied. An extraction vacuum will be used for general cleaning instead of dry sweeping. A specially designed hood is needed to collect the dust at the point it is being created, this should be shaped and designed around the cutting or contact point, the hood is attached to an industrial vacuum extraction unit via a hose.

Drilling Masonry

- Determine if material can be pre-drilled
- Ensure saw drill bits are sharp.
- Avoid drilling, especially horizontal at chest or eye level, or above head.
- Where possible use dust collection systems that use a vacuum (not clip-in dust bags)
- Avoid sweeping; instead, vacuum up drill dust, otherwise the dust will disperse around the area and continue to be a hazard.
- List RPE (P3 or FFP3-rated)

Cutting Slabs, Kerbs or Concrete

- Purchase pre-sized material if possible
- Use a block splitter rather than a rotary cutter.
- Use a cut saw with a constant water feed
- Use RPE (P3 or FFP3-rated)

Chasing Walls

- Use a proprietary system that incorporates a dust extraction system.
- Regularly empty the vacuum collector and clean or replace filters.
- Use additional dust extraction where tool extraction is not sufficient.
- Use RPE (P3 or FFP3-rated)

Sweeping Up - General

- Vacuum the area rather than sweeping, where possible,

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- Dampen down the area before sweeping
- Dispose of dust in sealed bags
- Provide a vacuum to clean down equipment and clothing
- Use RPE (P3 or FFP3-rated)

There are 6 watering down points complete with hoses at each watering down point have been installed along the fence adjacent to the main driveway with each to have a sprinkler system if required for damping down dusty operations. Mud can quickly turn to dust in dry conditions, dust can swirl and carry in the wind covering neighbouring properties and vehicles. Measures must be taken to dampen down and monitor site and road surfaces.

13.10 Biological Hazards

Hazard	Arrangements
Leptospiros / Weills disease	Regular removal of any waste food to discourage rats and vermin. Operatives aware of risks through training. Induction etc. Rubber gloves worn when risk of contact with standing water exists. Change clothing / PPE made wet from standing water. Wash hands before eating, drinking, smoking. Cleanse wounds immediately. Use waterproof plasters. Operatives to report flu like symptoms to their GP. Refer HSE leaflet INDG84.
Tetanus	Operatives aware of risks through training. Induction etc. Management to ensure all operatives have had tetanus vaccinations. Follow good basic hygiene including regular hand washing. Covering all cuts, abrasions and other breaks in the skin with waterproof dressings and/or gloves - seek medical advice as soon as possible if there is a deep wound that could get contaminated and the operative has not been vaccinated.
Psittacosis from bird droppings	N/A – there is no large build-up of bird droppings on this project.
Legionella	N/A – there will be no exposure to water mists on this site. Hot water systems will have been switched off and decommissioned. Water storage tanks will be emptied and removed prior to demolition.

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Discarded needles	Demolition contractor to consider in their RAMS. Once demolition is completed the site will be largely cleared. Operatives to be advised about possible needles during induction.
Sewage / Animal Faeces (Hepatitis)	Rubber gloves/overalls etc worn when risk of contact with sewage exists. Change contaminated clothing. Wash hands before eating, drinking, smoking. Cleanse wounds immediately. Use waterproof plasters. Refer HSE leaflet INDG197.

13.11 Prohibitions

The use of personal headphones and loud radios is prohibited on site along with the consumptions or taking of alcohol and drugs including psychoactive drugs “so called legal highs” such as solvents and aerosols. The use of mobile phones whilst operating plant and equipment is also prohibited. Smoking will only be permitted in designated external areas. Appropriate language and dress codes are to be followed.

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APPENDIX A – ASBESTOS REPORT

(as applicable)

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APPENDIX B – SITE SPECIFIC RISK ASSESSMENT

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APPENDIX C – GENERAL RISK ASSESSMENTS

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APPENDIX D – GENERAL COSHH ASSESSMENTS

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APPENDIX E – SUBCONTRACTORS RISK ASSESSMENTS / METHOD STATEMENTS

Note these may be included in separate files supplied by Subcontractor

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APPENDIX F – SITE RULES / INDUCTION LEAFLET

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APPENDIX G – INDUCTION RECORDS

All operatives working on site will be given site induction, with reference made to the Site Rules/ Induction Leaflet.

Operatives are required to confirm that they have received site induction and have read and understood the risk assessments / method statements applicable to their work.

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APPENDIX H – GENERAL SAFETY INSPECTION RECORDS

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APPENDIX I – SCAFFOLDING INSPECTION RECORDS

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APPENDIX J – EXCAVATION INSPECTION RECORDS

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APPENDIX K – BLANK HOT WORKS PERMIT FORM

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APPENDIX L – COMPLETED HOT WORKS PERMIT FORM

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APPENDIX M – COPIES OF OPERATIVES CERTIFICATES / LICENCES

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APPENDIX N – COPIES OF PLANT / EQUIPMENT CERTIFICATE

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APPENDIX O – FIRE RISK ASSESSMENT

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APPENDIX P – LIFTING PLANS

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APPENDIX Q – CORONAVIRUS RISK ASSESSMENT

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