Construction Phase Plan

Land on the corner of Ashton Old Road and Club Street Manchester, Demolition of existing structure to facilitate the construction of 3 No dwellings as per design.

KMM HOMES

DATE:	**AUTHOR:**
06/07/2022	Andrew James Swan Tech IOSH AIIRSM

REF:	**ACTIVITY:**
Revision 1	Demolition of existing public house and the construction of 3 No dwellings as per design specification.

PROJECT ADDRESS:

1515 Ashton Old Road, Openshaw, Manchester, M11 1GR

START:	**FINISH:**
TBC	52 weeks Approximately

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Document Control:	Rev 1	Construction Phase Plan	1515 Ashton Old Road, Manchester, M11 1GR

CPP Issue Register

Please Note – All blue Century Gothic text is hypertext links to further information

Caveat	All yellow boxes denote additional information is required or wasn't available at the time of publishing and issuing this Construction Phase Plan

Issue	Date	Comments	Issued to…
Rev 1	06/07/2023	First issue	Kevin Murphy.
Rev 2			
Rev 3			
Rev 4			
Rev 5			

Amended	**Date**	**Nature of Amendment**

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1. Project aims and description

Project aims:	The aim of this Construction Phase Health and Safety Plan is to set out the way in which Health & Safety will be managed on this project. In particular to achieve the following: - • To put into practical effect the commitment to Health & Safety made in the Health & Safety Policy. • To meet the requirements of all relevant Health & Safety legislation. • To ensure adequate control and co-ordination of all parties to the construction phase of the project with regard to Health & Safety. • To develop the companies Health & Safety Management system, not only for the requirements of this project but also for future usage. All parties involved in these works must ensure that they are aware of their duties under the Health and Safety at Work Act 1974 and persons must make themselves and their employees familiar with the content of this plan and work within the management system defined therein. This plan defines the Health & Safety Management system, which will be adopted for this project. This document should be read on conjunction with the Health & Safety Policy and procedures Each works Subcontractor shall be made aware of the project Construction Phase Plan. They must ensure that the contents of the plan, relevant to their works, are communicated to their management, supervision and employees as is appropriate. The project consists of the construction of 10 No dwellings including all subsequent services. Works will include the following but not limited to; • Demolition works • mass concrete foundation works • drainage connection • Brick and blockwork • Electrical • Plumbing • Roofing

2. Programme & Schedule

Program of works was not available at the time of the production of this CPP, once provided this CPP will be amended to incorporate the program.

All works to be undertaken in accordance with the latest drawings and potentially include the following pending the full program of works;

Drawing ref:

- 10400_Proposed Floor Plans & Elevations
- 70400_SITE PLAN
- 70401_SITE LOCATION PLAN
- 70402_DEMO PLAN
- 70404_STREET SCENE - ASHTON OLD ROAD
- J32-5863-PS-003 swept path
- RAMs Demolotion Works The Grove 29.03.22
- Topo

3. Contacts Directory

Client:	KMM HOMES	**Kevin Murphy** KMM homes Ltd, Stockport Road, Cheadle, SK8 2EA M: 07950 948797 E: kevin.murphy@kmmhomes.co.uk
Principal Designer, CDM Advisor & Health & Safety Consultant:	SwanSafe Health & Safety Consultant	**Andrew James Swan** Tech IOSH AIIRSM **Swansafe** 66 Market Street Denton Manchester M34 2AQ M: 0745 2826160 E: andy@swansafe.co.uk W: www.swansafe.co.uk
Principal Contractor:	KMM HOMES	**Kevin Murphy** KMM homes Ltd, Stockport Road, Cheadle, SK8 2EA M: 07950 948797 E: kevin.murphy@kmmhomes.co.uk

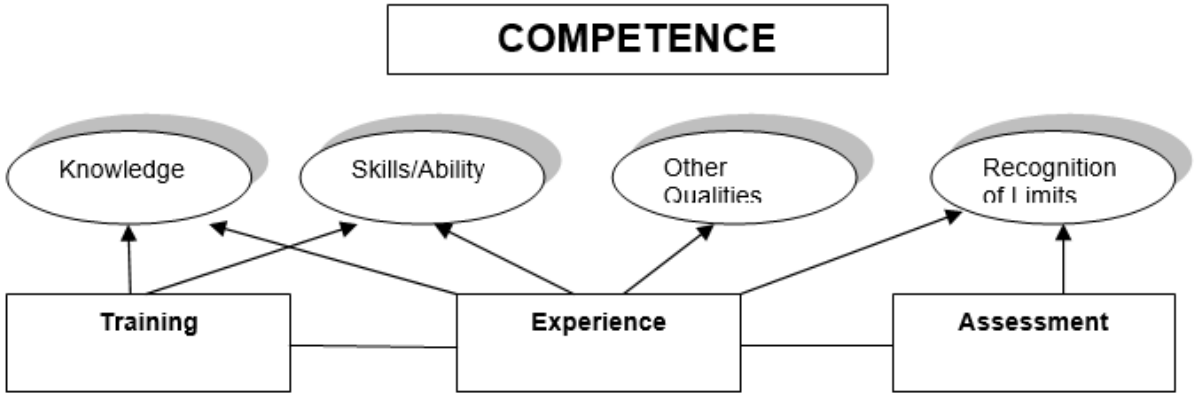
HSE:	Health and Safety Executive	Redgrave Court Merton Road Bootle Merseyside L20 7HS **RIDDOR Reporting**: Tel. 0845 300 99 23 Call the Incident Contact Centre on 0845 300 9923 (opening hours Monday to Friday 8.30 am to 5 pm)
Fire & Rescue Service:	GREATER MANCHESTER FIRE AND RESCUE SERVICE	**Greater Manchester Fire & Rescue Service** 146 Bolton Road, Swinton, Manchester, Greater Manchester, M27 8US T: 0161 736 5866
Local Authority:	MANCHESTER CITY COUNCIL	**Manchester City Council** Daisy Works, 345 Stockport Road, Longsight, Manchester, M13 0LF T: 0161 234 5000

4. Organisation & Arrangements

Competence

KMM Homes Ltd will ensure that Site & Project Managers are competent through their comprehensive Training & Awareness programme and individual appraisals.

Project Managers and Site Managers must be competent to manage safely. KMM Homes Ltd will ensure that minimum competency levels are identified and fulfilled so that everyone can make the maximum contribution to health and safety.



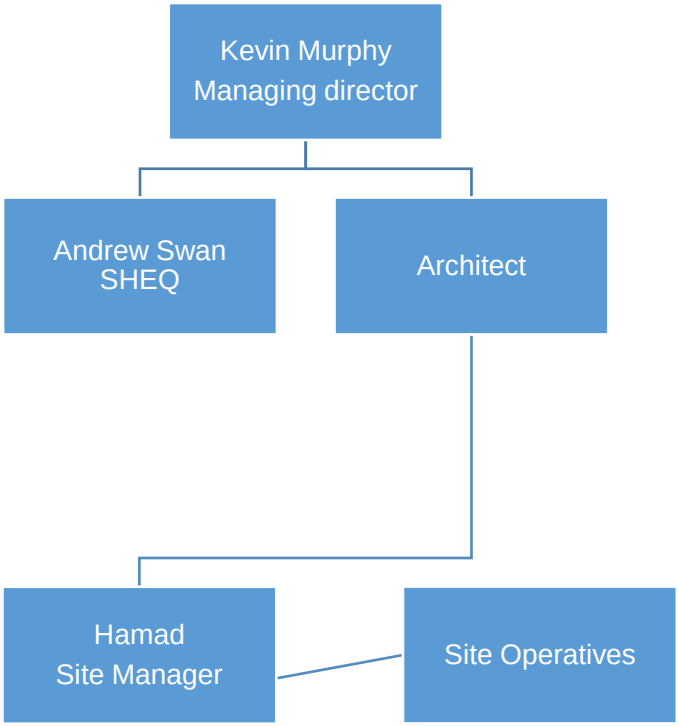
See Training & Awareness Matrix and/or training certificates and cards.

Minimum training requirements required for the site

- Managers – SMSTS, CSCS
- Supervisors – SSSTS, CSCS
- Operatives working at height – IPAF, PASMA, CSCS
- Operation of plant – NPORS, CPCS
- All site operatives will have a CSCS card relevant to their occupation/skill

An operative site passport scheme will be utilised on this site where copies of all competencies, certificates of training, CSCS, CPCS, NPORS, PASMA and IPAF will be held in the site file.

Management structure & Responsibilities



Kevin Murphy - Managing Director
T: 07950 948797
E: kevin.murphy@kmmhomes.co.uk

Swansafe – Health and Safety Consultant
E: andy@swansafe.co.uk

Hamad – Site Manager

5. First Aid & Emergency

First Aid and Accident Reporting
Health and Safety (First Aid) Regulations 1981 (as amended)

Treatment for the purposes of preserving life and minimizing the consequences of injury and illness until medical help is obtained

Treatment of minor injuries which would otherwise receive non-treatment, or which do not need treatment by a medical practitioner or nurse

All employees, contractors and visitors must report all accidents resulting in injury to any person (not just employees), damage to any property or dangerous occurrences/near misses.

Trained Appointed Person(s) and/or First Aiders will be provided at all workplaces, to administer first aid treatment.

Adequate first aid equipment will be provided at all workplaces, under the control of the First Aider to include:

First aid kits, Eyewash stations

A suitable place for the administration of simple first aid procedures

All employees, contractors and visitors will be informed of the name of the First Aider and their location.

All employees, contractors and visitors must report all injuries and accidents in accordance with Company policy and ensure details are recorded in the Workplace Accident Book. Information will be stored in accordance with the Data Protection Act.

KMM Homes Ltd together with our independent Construction Safety Consultant (if required) will undertake a thorough investigation of accidents.

Accidents will be investigated to ensure that suitable controls are implemented, and safe systems of work are adopted with the aim of preventing recurrence, removing the hazard and reducing the risk. The accident book will be viewed on a regular basis with details analysed to assess trends for possible amendments to working practice.

Management or supervisory staff must report serious injuries, incidents or diseases occurring at, or as a result of activities within the workplace, as required under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR).

The Enforcing Authority must be informed when:

Any person dies as a result of or in connection with work

Any person suffers a major injury or disease as a result of or in connection with work

A person is unable to work for more than 7 consecutive days due to an accident at work

Any person not at work (Visitor, member of public, etc.) is injured as a result of an accident at a workplace and requires treatment at a hospital, there is a dangerous occurrence at work. (Even when no one is injured)

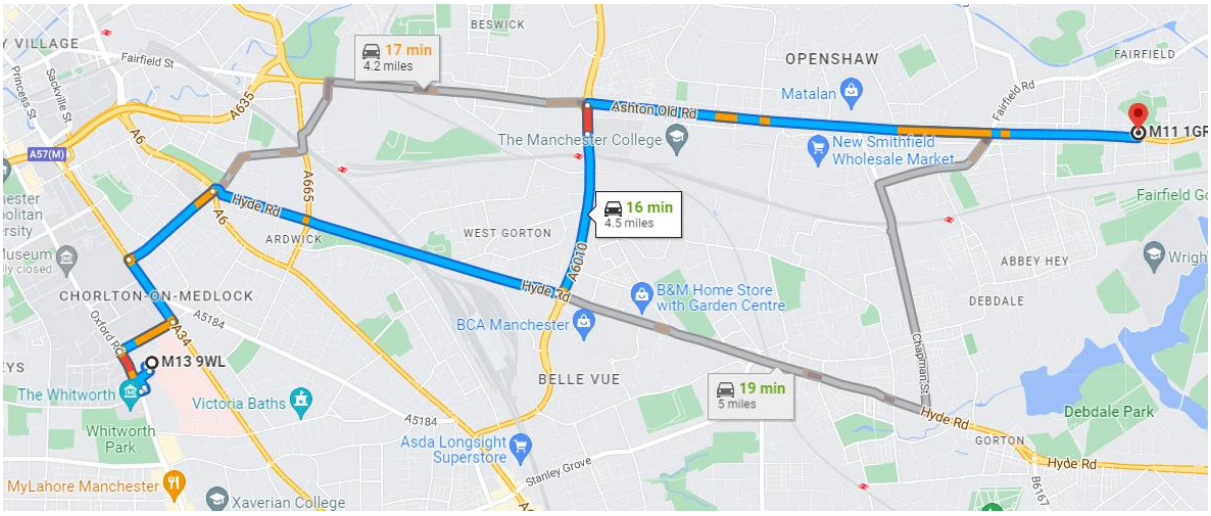
FIRST AIDER

NHS
Manchester University
NHS Foundation Trust

Manchester Royal Infirmary

Oxford Road, Manchester, Greater Manchester, M13 9WL
T: 0161 276 1234

4.5 miles/16 minutes travel time



Facilities - 24 Hour Emergency provision for all ages.

6. Fire Precautions

The Principal Contractor will:

Deploy their own firefighting equipment at the point of work and at strategic points around the site. All site personnel are required to adopt, at induction the company strategy for emergency escape and evacuation in the event of a fire or other serious incident.

The site fire strategy and fire plan will be reviewed on a regular basis, particularly when the site layout changes, including changes to pedestrian routes, access/egress points and site accommodation locations.

Fire Precautions

- Hot Work requires Permit
- Fire Marshal Training
- Firefighting Equipment Appropriate to Risk
- Safety Data Sheets to identify any flammable substances
- COSHH Assessments for hazardous substances
- Bunded Fuel Tanks
- Flambox Storage
- Appropriate Firefighting Equipment at Point of Work

Class of Fire and Appropriate Extinguisher

Fire Safety Documentation

Please see the following documentation.

- Fire Evacuation Escape Checklist
- Fire Risk Assessment
- Fire Safety Checklist

Fire Risk Assessment

An assessment of the risks must be conducted including the introduction of: -

(i) Hot Work
(ii) Industrial equipment
(iii) Products, materials and substances
(iv) Workforce
(v) Temporary electrical supply
(vi) Storage of products, materials and substances

Further information on fire safety and risk management

- The Regulator Reform (Fire Safety) Order 2005
- The Construction (Design and Management) Regulations 2015
- HSE Fire Safety in Construction (HSG168)
- The Fire Prevention on Construction Sites Joint Code of Practice 9th Edition October 2015

All "Hot Work" must be controlled via diligent use of the hot works permit system.

Steps must be taken to ensure, so far as is reasonably practicable, arson events are prevented. This will include management of waste and materials storage and the segregation of fuel sources and ignition sources.

7. Welfare & Site Set-Up

Site welfare in accordance with Regulation 4(2)(b), 13(4)(c) and 15(11) of the Construction (Design and Management) Regulations 2015 is in place from the previous contractor and will be maintained by KMM Homes Ltd.

All statutory notices, Company Safety Policy, insurance certificates, together with company posters and site rules, will be prominently displayed.

All visits from the HSE will be reported forthwith to KMM HOMES LTD Managing Director and Construction Safety Consultant.

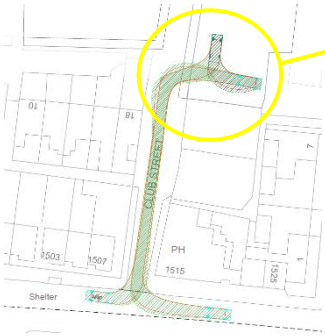
In the event of an accident on site, the Site Manager will complete Accident Report Form and send it as directed to KMM HOMES LTD Managing Director and Construction Safety Consultant.

Smoke Free (Premises & Enforcement) Regulations 2006 and Smoke Free (Signs) Regulations 2007.

The approach adopted by an employer in developing a policy will determine its success. It is essential that a smoke-free workplace be promoted in terms of the positive benefits.

Site compound, exact layout to be confirmed.

Vehicle turning point



Main Site

8. Safety Inductions Inc. Site Rules

SAFETY INDUCTION inc SITE RULES

The Principal Contractor shall establish written site rules for the management of health and safety. *(These rules shall be developed to be appropriate to the risks faced on site and may include the following not an exhaustive list).*

Safety Induction

The table below is designed for a short (½ hour) induction session for operatives arriving on site. Statistics show that that this is often the danger period for workers.

The site manager must take a little time to prepare what they are going to say.

Not all the listed subject matter shown in the table below will be applicable to the particular site, so the site manager will have to consider what additional site-specific information will need to be covered if required and u sing the below table tick the box to indicate if subject was covered on induction.

Some hints on delivery:

- Find a good location away from noise and distraction
- Don't rush it or try to spin it out, set an even pace
- Make sure that everyone can hear you
- Make eye contact
- Grab attention early on
- Be confident but avoid confrontation
- Keep to the point and your plan
- Keep it simple
- Use suitable humour where possible but beware of trivialising serious points
- Keep a record of content and attendees

The commitment of KMM Homes Ltd to health and safety should be stressed. Describe how the company health and safety policy works and the roles people play. You should stress that while much of the following will cover what a principal contractor will do, however, there is a legal duty on individuals to contribute to safe working and a safe workplace.

Explain to inductees the importance of site inductions as all sites are different and have a wide range of hazards which will change as the site develops.

Explain that this site induction is specific to this site.

NB Information listed below will be included in the site induction.

Ask inductees to pay attention for the next few minutes.

Once complete the Operative must sign the acceptance sheet.

NB See the site safety induction pack documentation as follows;

- IND01 Site Safety Induction
- IND02 Site Induction Risk Acknowledgement
- IND03 Safety Induction Pack

Site Management Details

Give the workforce information about the management of the site from day 1, so they know who to report to and who takes responsibility for what on site.

Project Details

Remember some of the workforce may have just been sent to do one specific job, but it is important they know what else is happening around them to ensure they can work safely.

Site Specific Risks

Workers may understand the risks associated with their own activities, but are there any unusual site-specific risks they should be aware of?

Site Rules

Rules are not there to be broken. They are there to create a safe site. In order to comply the workforce must first be aware of the rules and the site induction is the perfect place to explain them.

Site Procedures

Signing in, security measures, permits, accident reporting, PPE, hearing protection zones, housekeeping - make sure all workers know what is expected of them and the procedures they need to follow.

Site Layout

Each site is different. Familiarise the workers with the site at the induction session. Identify welfare facilities, canteen, first aid provisions, traffic routes, escape routes, firefighting equipment etc.

Meetings

Let all workers know when tool box talks, planned training, safety and other site meetings will be held. Get the workforce involved and outline consultation procedures.

9. Traffic Management Plan

1. Site Access

Main access to the site is along Ashton Old Road and Club Street where the proposed site compound will be located with provision for a vehicle turn around point see welfare and site setup above.

2. SITE PARKING RESTRICTION

All vehicles must park within allocated parking which will be agreed with site management, note that the main access point to the site is from a very busy main arterial road from Manchester namely Ashton Old Road.

3. FULL PPE

Must be worn at all times on site when Banking/Managing/Escorting site traffic.

4. OBSERVE SPEED LIMITS AND SAFETY SIGNS

Speed limits will be displayed in prominent places off and on site and must be adhered to.

5. PEDESTRIAN AND VEHICLE INTERFACE

Pedestrian walkways will be created where practicable using suitable physical barrier and appropriate signage displayed. Drivers operating plant and/or road vehicles must make themselves and their vehicles conspicuous by the use of hazard warning lights, amber beacons main lights etc particularly in inclement weather and during the hours of darkness. Drivers and driver's mates are to wear full PPE at all times particularly Hi-Visibility vests

6. STATS AND RECENT 'IN-COURT' SCENARIOS

(Evidence of fatalities and accidents/incidents involving plant/vehicles on site can be obtained from the SHE Department)

7. PEAK TRAFFIC INDICATORS

This information can be compiled from observation of particular roads or obtained from the local Highways Dept which would then in turn assist in planning deliveries and collections from site. Certain cases may arise whereby the only practical way to deliver to site would be off-peak during the evening when no work activity was taking place. This scenario would be subject to planning conditions.

8. BUS STOP LOCATIONS RE: PEDESTRIANS & SCHOOL CHILDREN

Identify bus stops on site map/plan and indicate school patrols and less congested times at school holidays.

9. FOOTPATHS & RIGHTS OF WAY

Indicate on site map/plan footpaths and rights of way, also bridal paths, cyclist routes and farm animal routes

10. BANKSMAN FOR VEHICLES REVERSING INTO SITE OR POSITIONING ON MAIN ROADS

A competent person to be provided for the purposes of reversing or directing traffic on site or entering/leaving site.

11. ACCESS ROAD PARKING AND PASSING

Indicate on site map/plan where parking is allowed and in particular where it is not

12. SITE MUSTER POINT

The Site muster point will be agreed and set up by the principal contractor during site setup and the location communicated during site inductions.

13. SITE SAFETY SUPERVISION AND CO-ORDINATION

Site management MUST undertake the supervision of all traffic movements where practicable

14. SITE SPECIFIC HAZARDS & RISKS

- OBSCURED MANHOLES
- COVERED MATERIALS
- PARKED VEHICLES
- DEBRIS
- PUBLIC/PEDESTRIANS

13 LOADING & UNLOADING OF VEHICLES

It is entirely foreseeable that a load on a vehicle will move during transit on the road. It is therefore important that the load is placed on the vehicle in its most stable orientation, and that appropriate measures are taken to ensure that it cannot fall from the vehicle at any time. It is also important that the stability of the load is assessed prior to beginning to unload it.

a) Ensure adequate training is provided in the safe loading and unloading of vehicles
b) Assess the risks involved in loading and unloading
c) Implement inspection regime for straps, slings, ropes etc
d) Part 4 BS 7121 Code of Practice for Safe Use of Cranes refers to lorry mounted cranes and therefore drivers are to be trained and competent in the safe operation of HIAB's etc
e) Lorry mounted cranes should be inspected regularly in accordance with PUWER 1998 & LOLER 1998 and associated Approved Codes of Practice
f) Account for inclement weather conditions
g) Correctly place loads on vehicle
h) Plan the load taking into consideration the multi drop scenario
i) UNDER NO CIRCUMSTANCE ARE DRIVERS TO ENTER THE SITE IN THEIR VEHICLES WITHOUT PERMISSION AND/OR SUPERVISION. The matrix of a typical construction site can and does change daily and therefore events and procedures that were prevalent yesterday may not necessarily apply today
j) Drivers and mates delivering to site MUST wear HI-VIZ WAISTCOATS or JACKETS, SAFETY BOOTS and HEAD PROTECION. PERSONAL PROTECTIVE EQUIPMENT IS A FUNDAMENTAL PART OF MOST RISK REDUCTION PROGRAMMES IN THE CONSTRUCTION INDUSTRY.
k) Prior notice of delivery is essential to plan the off-loading of materials
l) Site operatives to remain in the segregated area whilst vehicle is being loaded or unloaded
m) Competent vehicle banksman is to control all vehicular activities on site
n) Banksman to control and stop reversing operations when pedestrians are near to or walking by the site

14. POLICY TO BE READ TO INDIVIDUALS AT SITE INDUCTION

Clearly and concisely inform inductees of policy and plan

15. POLICY TO BE PROMINENTLY DISPLAYED

OFFICES, CANTEENS, NOTICE BOARDS, H & S PLAN AND SITE ENTRANCE

16. DRIVER & VEHICLE DOCUMENTATION

This might include the following information which will require checking and recording before any operations take place on or off site

- Driving Licenses
- Records of Thorough Examination
- Competency records
- Cards/Certificates of training and competency
- Tachographs (for investigative reasons)
- Safe Working Loads
- COSHH Data Sheets

17. MISUSE OF HORN IN RESIDENTIAL OR BUILT UP AREA

Use only while vehicle is moving, and you need to warn other road users of your presence. Never sound your horn aggressively. You MUST NOT use your horn

- While stationary on the road
- When driving in a built-up area between the hours of 11:30pm and 07:00am
- When passing animals

18. USE OF VEHICLE LIGHTING INCLUDING FLASHING BEACONS

Vehicles with flashing amber lights. These warn of a slow-moving vehicle or a vehicle which has broken down, so approach with caution. They are also used to warn of a vehicular operation taking place and the movement of site vehicles

19. VEHICLES & TRAFFIC ROUTES

To be indicated on site map/plan and explained to drivers and site operatives

20. ENVIRONMENTAL ISSUES

Impact upon the environment must be kept to an absolute minimum and the following rules apply to ALL sites and must be observed at all times and supervised by management

- TURN OFF ENGINES WHEN NOT REQUIRED FOR SPECIFIC OPERATION (blowing bulk powder etc)
- CARE TO BE TAKEN WHEN DISCHARGING ANY LIQUID NEAR A RIVER OR WATER COURSE, DRAINS, SEWERS ETC (Spill Kits must be carried/provided and also firefighting equipment; in particular with regard to re-fuelling operations
- KEEP NOISE TO A MINIMUM
- AVOID WHEEL SPIN
- OBSERVE SPEED LIMITS (creating dust clouds on dry dusty site)
- SPILL TRAY TO BE USED AND SAND BUNDS IF OLDER TYPE VEHILCES/PLANT ARE ON SITE

21. MOBILE PHONES

You MUST exercise proper control of your vehicle at all times. You MUST NOT use hand-held mobile phone, or similar device, when driving or when supervising a learner driver, except to call 999 or 112 in a genuine emergency when it is unsafe or impractical to stop. Never use a hand-held microphone when driving. Using hands free equipment is also likely to distract your attention from the road. It is far safer not to use any telephone while you are driving-find a safe place to stop first.

THE USE OF MOBILE TELEPHONES DURING THE OPERATION OF PLANT AND IN PARTICULAR CRANES (ALL TYPES), EXCAVATORS, TELEHANDLERS ETC IS STRICTLY FORBIDDEN AND DRIVERS/OPERATORS WILL BE DISMISSED FROM SITE IF WITNESSED USING MOBILE PHONES

22. SMOKING

The UK Smoking Ban Legislation should be observed and if necessary, included in the induction sessions; see below for further examples

- WHEN DRIVING TO AND FROM CONSTRUCTION SITES
- WHILE ON A CONSTRUCTION SITE (which contain flammable, hazardous, dangerous chemicals and substances etc)
- IN OR AROUND TIMBER and/or TIMBER FRAMED BUILDINGS
- IN DUSTY, CLOUDY ATMOSPHERES
- IN CONFINED SPACES
- IN CANTEENS and/or MESS ROOMS WHERE FOOD IS BEING CONSUMED
- IN KITCHENS/KITCHENETTES WHERE FOOD IS BEING PREPARED
- NEAR CHILDREN AND PREGNANT WOMEN

23. FITNESS TO DRIVE

SEE THE FOLLOWING SECTIONS OF THE HIGHWAY CODE (attached to this policy)

I. 79. Make sure that you are fit to drive.
II. 80. Driving when you are tired
III. 81. Vision
IV. 82. Tinted glasses, lenses, visors etc
V. 83. Alcohol and Drugs
VI. 84. Drugs and Medicine

10. Asbestos Registers & Surveys

Safety Critical Note: at the time of the production of this construction phase health and safety plan there wasn't an asbestos survey available, it is the legal duty of the employer in accordance with the Control of Asbestos regulations 2012 Regulation 6.

(1) An employer must not undertake work in demolition, maintenance, or any other work which exposes or is liable to expose employees of that employer to asbestos in respect of any premises unless either—

(a) that employer has carried out a suitable and sufficient assessment as to whether asbestos, what type of asbestos, contained in what material and in what condition is present or is liable to be present in those premises; or

(b) if there is doubt as to whether asbestos is present in those premises that employer— (i) assumes that asbestos is present, and that it is not chrysotile alone, and
(ii) observes the applicable provisions of these Regulations.

Therefore, due to the age of the existing structure to be demolished a full demolition survey MUST be undertaken to identify ACM's within the structure and the appropriate removal process.

Safety Critical Note: If asbestos or asbestos containing materials are discovered on site during construction, then work must stop immediately, and specialist advice sought to provide analysis and confirmation of suspected materials, soil, ground or substances before any further work is continued.

This aspect of works will be subcontracted to a competent demolition company who will undertake a demolition survey, they MUST provide the principal contractor with a copy for review prior to works commencing.

<u>Control of Asbestos Regulations 2012</u>

Regulation 5

Identification of the presence of asbestos

5. An employer must not undertake work in demolition, maintenance or any other work which

exposes or is liable to expose employees of that employer to asbestos in respect of any premises unless either—

(a) that employer has carried out a suitable and sufficient assessment as to whether asbestos, what type of asbestos, contained in what material and in what condition is present or is liable to be present in those premises; or

(a) if there is doubt as to whether asbestos is present in those premises, that employer—

(i) assumes that asbestos is present, and that it is not chrysotile alone, and

(ii) observes the applicable provisions of these Regulations.

11. Significant Hazards

Significant hazards associated with the site include but are not limited to the following:

- Interaction between trades
- Noise
- Vibration
- Compromised escape routes
- Services and utilities
- Work at height
- Hot works
- Temporary works
- Parking, Traffic management and off0loading of materials
- Site wide access and egress
- Construction and dust
- External pedestrian activities including substance abuse giving the potential for needle stick injury
- Leptospirosis (Weils disease)

Hazard identification and risk management will be controlled in detail through the risk assessment process, KMM Homes Ltd will provide risk assessment for their operatives on site. All other contractors will provide risk assessment for their activities on site and will be reviewed and approved by KMM Homes Ltd.

Dust issues will be controlled via water suppression wherever possible, if however, dust extractions systems are required then each extraction unit will be fitted with H or M rated Hepa filters

12. Temporary Works

Temporary Works

BS5975:2008 +A1:2011 - Code of practice for temporary works procedures and the permissible stress design of falsework

Temporary Works Management

The correct design and execution of temporary works is an essential element of risk prevention and mitigation in construction. BS 5975:2008 provides recommendations and guidance on the procedural controls to be applied to all aspects of temporary works in the construction industry.

Temporary Work Register provided with the **Safety Management System**.

Temporary Works Register

BS 5975: 2008 + A1: 2011

KMM HOMES

Description of Temporary Works	CDS	Subcontractor	TW on site by:	Design Brief			Drawings		Design Check Certificate		Permit To Load/Unload etc.			Checklist		Designer Inspection		Method Statement for erection/dismantling		Inspector		Status
				Req	Ref No.	Done	Req	Done	Req	Done	Req	TWC to sign	Inspector to sign	Req	Done	Req	Done	Req	Done	Appointed Inspector	Appointment made in writing	
			Date	Date		Date & Name	Date	Date & Name	Date	Date & Name	Y or N	Y or N	Y or N	Date	Date & Name	Date	Date & Name	Date	Date & Name	Name	Date	

Company Representative	Position	Handover Date	Clients Brief	Programme	Review Date	Signature

Document Control:	14a	Temporary Works Register	TWR

BS5975:2008 +A1:2011 - Code of practice for temporary works procedures and the permissible stress design of falsework

Temporary Works Management

The correct design and execution of temporary works is an essential element of risk prevention and mitigation in construction. BS 5975:2008 provides recommendations and guidance on the procedural controls to be applied to all aspects of temporary works in the construction industry.

Temporary Works Register in accordance with BS5975:2008 + A1: 2011 – section 7.2 Responsibilities of the Temporary Works Co-ordinator - ensure a temporary works register is established and maintained.

Site Hoarding

Appointed Principal Contractor to ensure that the sites, and the works being carried out are secured, pursuant to **Regulation 17 Safe places of construction work** and **Regulation 18 Good order and site security** of the Construction (Design and Management) Regulations 2015.

13. Services & Utilities

British Gas
Looking after your world

0800 111 999

- ✓ Service and schematic drawings and plans
- ✓ Identify ducting and underground equipment powered by mains electricity
- ✓ Identify ALL services within the working areas of the site including GAS, ELECTRIC, WATER, COMMUNICATIONS, OIL, LPG, PRESSURISED SYSTEMS, ACIDS/ALKALIES, WASTE WATER
- ✓ Use Cable Avoidance Tools
- ✓ Treat ALL cables as **LIVE** until disconnection or isolation has been achieved or proven by a competent electrician
- ✓ Be aware of steel/metal components coming into contact with cables and wires
- ✓ Identify known **LIVE** cables and circuits; and conspicuously mark accordingly
- ✓ Identify ALL data cables and protect as well as critical cables such as fire detection and alarm system

Electrical Emergencies

Lots of people aren't aware that they should contact their local electricity network operator if they have a power cut and often end up calling the electricity supplier, they pay their bills to by mistake

To avoid this the electricity network operators have introduced 105. An easy-to-remember number you can call that will put you through to the correct local network operator who will be able to help.

To find out more information about 105 please visit http://www.powercut105.com/.

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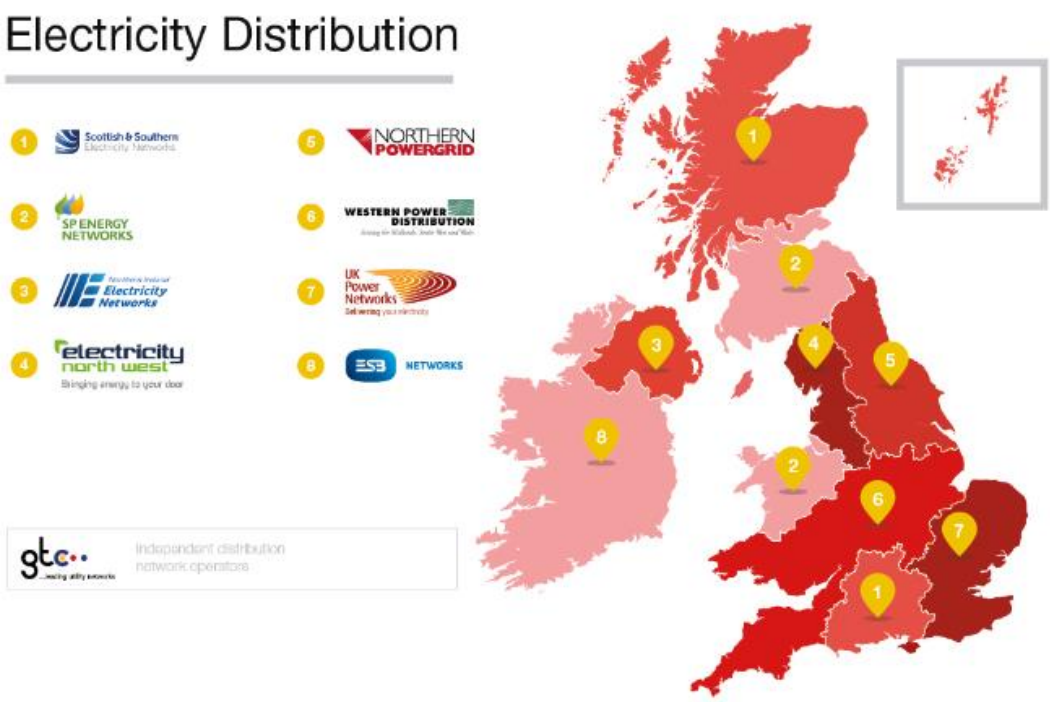

14. Demolition – full or partial

BS 6187:2011 Code of practice for full and partial demolition.

Prior to demolition a R&D asbestos survey must be carried out with any identified asbestos removed in harmony with “The Control of Asbestos Regulations 2012”

A safe system of work must be provided in order to carry out a demolition of the existing traditional brick built public house with tiled roof.

Site hoarding along party boundaries and public thoroughfare should be fully sheeted to prevent materials encroaching on the neighbouring properties and the main public foot path.

The demolition process should consider any disruption to other residents in the area and should include dust, noise and plant generated hazards both physical and environmental.

Care must be taken when working on or close to supporting walls, structural beams etc.

Adjoining properties are in very close proximity to the existing building, these must be recognised and catered for within the Demolition RAMS.

Structural stability must be maintained at all times, if required via propping systems (see also temporary works). Propping systems must be installed correctly:

- on foundations capable of taking the intended loadings
- installed vertically and plumb
- of the correct size and number

if required consult a structural engineer to obtain load bearing calculations.

Demolition document reference:

70402_DEMO PLAN
RAMs Demolotion Works The Grove 29.03.22

15. Risk Assessments

A Risk Assessment suite will be provided by KMM Homes Ltd for the workforce; however, any subcontracted work must have associated risk assessments reviewed and approved by a competent person.

Manual Handling Assessment will be carried out for any products or materials that exceed 20Kg.

Additional risk assessments must be completed for activities not covered by those assessments issued by KMM Homes Ltd.

Subcontractors RAMS must be issued to the Principal Contractor for review and approval prior to attending site.

16. Safe Systems of Work

Safe Systems of Work will be provided by KMM Homes Ltd for the workforce. Any subcontracted work must have associated SSOW reviewed and approved by a competent person.

17. UV Protection

Protection of workers from UV radiation (Sun)

Rationale

Skin cancer is the most common cancer in the UK. Despite being an almost entirely preventable disease, it continues to rise faster than any other cancer in both males and females.

Employees who work outdoors for all or part of the day have a higher than average risk of skin cancer. This is because ultraviolet radiation in sunlight or 'solar UVR' is a known carcinogen.

All skin types can be damaged by exposure to solar UVR. Damage is permanent and irreversible and increases with each exposure.

KMM Homes Ltd has an obligation to provide a working environment that is safe and without risks to health. This obligation includes taking proper steps to reduce the know health risks associated with exposure to solar UVR for outdoor workers.

Aims

This policy aims to provide ongoing organizational support to reduce employee exposure to solar UVR by implementing appropriate sun protection measures.

Our commitment

KMM Homes Ltd will conduct a risk assessment in consultation with health and safety representatives and employees to identify employees who have a high risk of exposure to solar UVR, and work situations where solar UVR occurs.

KMM Homes Ltd will reduce employees' exposure to solar UVR by requiring the use of sun protection control measures by outdoor workers when the UV index is 3 and above, and at all times when working in alpine regions or near highly reflective surfaces.

KMM Homes Ltd recognises that supervision of outdoor workers and monitoring of the use of sun protection control measures is required to ensure compliance.

KMM Homes Ltd recognises that standard company grievance procedures will be initiated where an employee fails to comply with sun protective control measures.

KMM Homes Ltd will ensure injury reporting procedures are followed when an incident of sunburn or excessive exposure to solar UVR occurs in the workplace.

KMM Homes Ltd recognises that a combination of sun protection control measures, which includes engineering and administrative controls and personal protective equipment and clothing, provides the best protection to employees from exposure to solar UVR.

Management will:

- Provide shaded areas or temporary shade where possible
- Encourage workers to move jobs where possible to shaded areas
- Modify reflective surfaces where possible
- Identify and minimise contact with photosensitizing substances
- Provide indoor areas or shaded outdoor areas for rest/meal breaks
- Schedule outdoor work tasks to occur when levels of solar UVR are less intense, such as earlier in the morning or later in the afternoon
- Schedule indoor/shaded work tasks to occur when levels of solar UVR are strongest, such as the middle part of the day
- Encourage employees to rotate between indoor/shaded and outdoor tasks to avoid exposing any one individual to solar UVR for long periods of time
- Provide daily access to the UV forecast
- Provide and ensure use of appropriate sun protective PPE in line with Sun Safe guidelines including: - sun protective work clothing - sun protective hats - sunglasses - sunscreen
- Provide training to employees to enable them to work safely in the sun
- Ensure training is provided as part of induction for new employees
- Ensure employees are provided with information to effectively examine their own skin
- Ensure managers and supervisors act as positive role models
- Adopt sun protection practices during all company social events
- Promote the use of sun protection measures ‘off the job’

Employees will:

- Cooperate with all measures introduced by management to minimise the risks associated with exposure to solar UVR
- Comply with instructions and advice in regard to the use of sun protection control measures
- Participate in sun protection education programs
- Act as positive role models
- Be responsible for their own sun protective practices at work.

18. CDM 2015

Pre-Construction Phase & Construction Phase

The inception, design and planning stage of a project (before the construction or building work starts), although it is acknowledged design and planning continues into and through the construction phase.

Buildzone UK have been appointed as Principal Contractor on this project and has prepared a Construction Phase Plan, pursuant to Regulation 12 of the Construction (Design & Management) Regulations 2015.

An open dialogue between concerned parties must exist to safely expedite this project and this will be facilitated by Progress and Design Team meetings, as well as safety briefings by the PC including independent Site Safety Inspections/Audits.

Managing health and safety in construction

Construction (Design and Management) Regulations 2015

L153 Guidance on regulations

This publication provides guidance on the legal requirements for CDM 2015 and is available to help anyone with duties under the Regulations. It describes:

- the law that applies to the whole construction process on all construction projects, from concept to completion; and
- what each duty holder must or should do to comply with the law to ensure projects are carried out in a way that secures health and safety.

Expected health and safety goals of zero harm and safe working practices must be reflected in the Construction Phase Plan.

Our aim is to have the safest construction site

To attain this level of safety: -

- All sites must achieve a site safety score of greater than 90%
- All sites to achieve zero RIDDOR reportable accidents.

The focus for each year to improve will be to improve our level of compliance in the following areas:

- Safe working at height
- Preventing unauthorised access to site
- Construction Fire Safety Strategy

Principles of Prevention

- Avoid risks
- Evaluate unavoidable risks
- Combat risks at source
- Adapt the work to the individual
- Adapt to technical progress
- Replace the dangerous by the non-or less dangerous
- Develop a coherent prevention policy
- Give collective protection measures priority
- Appropriate instruction

19. Occupational Health

- **Lead**

It is foreseeable that lead may be encountered within the building and fabric at this site and the protocols set out in the Control of Lead at Work Regulations 2002 and associated Third Edition Control of Lead at Work Regulations 2002. Approved Code of Practice and Guidance, L132 must be followed regarding prevention or control of exposure, medical surveillance etc.

- **Dust**

Construction and demolition dust are a significant hazard in our industry and the properties of Respirable Crystalline Silica are well known, therefore particular attention must be given to the use of on-tool dust suppression.

Although this can capture 90% of construction dusts emitted from site activities using power tools etc, a robust system must be put into place for Face Fit Testing and the correct and appropriate selection of RPE.

- **Noise**

The Control of Noise at Work Regulations 2005 place a duty on employers within Great Britain to reduce the risk to their employees' health by controlling the noise they are exposed to whilst at work.

- **Vibration**

Vibration monitoring is not for the expected volume of work activity in respect of ground vibration; however, consultation with an appropriate HAVS Chart and associated plant and equipment along with a suitable and sufficient risk assessment will identify specific requirements to ensure compliance with The Control of Vibration at Work Regulations 2005.

- **COSHH**

Regulation 7 of COSHH requires that where a significant risk of exposure to hazardous substances is identified employers 'shall ensure' it is either prevented or, where this is not reasonably practicable, adequately controlled.

20. Environmental Risk Assessment

SUBJECT	ASPECT (interact)	IMPACT (change)	RATING	CONTROL MEASURES
Noise & Vibration	Plant, tools and equipment operations Drilling Cutting (Stihl saws)	Nuisance factor Resonance through underground services/utilities assets Impact on residents Propensity for structural damage	**Low - Medium**	Request; where practicable, that hired in plant or subcontractors' plant is no more than 5 years old. Check all maintenance records for plant, machinery and equipment and question/challenge any poorly operating equipment. Quarantine defective plant, machinery and equipment. Consider a change in process to reduce noise and vibration levels. Use alternative methods of cutting – i.e. shears for steel or block splitting for concrete products for example. Consider use of acoustic screens. Limited site operating window – i.e. time constraints on activities that generate noise and vibration levels. Risk Assessment for noise and vibration levels pursuant to the Control of Noise at Work Regulations 2005 and the Control of Vibration at Work Regulations 2005 for all personnel and operatives.

Waste	Skips Tippers	Landfill Dust Cost	**Low – medium**	Segregation of waste under current regulations. Hazardous Waste to be controlled under a Consignment Note. Non- Hazardous Waste to be controlled under a Waste Transfer Note. Reduce the number of vehicle journeys by managing the type and amount of waste placed into skips etc and monitor the maximum capacity of skip and that it is being effectively utilised. • Recover • Reuse • Recycle • Dispose
Energy	Site Supply Water Supply	Use of hosepipes and waste	**Low**	Ensure effective dust suppression is used such as misting and not just a direct supply from on-site water supply/tap where waste and run-off is inevitable – control water usage. Suitable temporary electric supply to be provided for construction site.
Transport	Site traffic Deliveries Collections Contractor's and parking	Congestion Emissions Safety	**Low - medium**	Competent Banksman to manage and control all site deliveries and collections. Prepare and plan site deliveries and collections and anticipate their arrival by booking slots to keep waiting time on the highway and congestion to a minimum. Clean road and apron to site with sweeper.

				Off Loading of vehicles to be conducted on site where practicable. TM Plans to be drafted and approved for NRWSA/Chapter 8. Reduce vehicle miles by planning materials deliveries.
Materials	Timber Steel Concrete	Sustainable Eurocode Specification	**Low - medium**	Ensure suppliers run a responsible purchasing policy and only source from legally managed Forests which means all timber complies with the EU Timber Regulation 995/2010 which is in evidence on certificates. Sustainable construction is an important subset of sustainable development because of its contribution to the UK economy and the significant environmental and social impacts that buildings and other structures play in all our lives; therefore, responsible sourcing must be considered along with cost, design, fire engineering and Eurocodes (structural design codes). Evaluate the benefits of construction techniques and products. Ensure the correct products and materials are ordered to avoid unnecessary waste and possible contamination.

21. Auditing, Monitoring & Reviewing

Each contractor must ensure that his line managers and supervisors monitor the health and safety standards of his activities as a normal part of their duties. In addition, they should ensure that a formal safety inspection, leading to preparation and issue of a report is carried out weekly. Confirmation that remedial action has been taken should form part of the inspection and reporting procedure.

The Principal Contractor shall monitor health and safety standards as follows: -

- Weekly inspections by the nominated Site Safety Supervisor/Site Manager or Construction Safety Consultant.
- Spot-checks of subcontractor's inspections and documentation (including registers).
- Periodic inspection by the Principal Contractor's Construction Safety Consultant.
- Auditing of arrangements made for compliance with this CPP by – Andrew James Swan c/o Swansafe.
- The effectiveness of the arrangements made in this Plan will be monitored and reviewed at the Subcontractors Health & Safety Meeting where all parties will have the opportunity to contribute to the review.

Procedures in the event of failure to comply with the requirements of this Plan.

Any operative or subcontractor failing to comply with the CPP will be notified in writing (one verbal warning only regarding hard hats). Should this failing not be rectified or continues to occur, the operative or sub-contractor employee is liable for dismissal/determination.

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Measuring Performance

Reactive Monitoring

This system is intended to collect and analyse information about where things went wrong. This will allow the Company to learn from mistakes, whether an accident or ill health resulted, property damage occurred or a 'near miss' took place. This can be done from the following sources of information:

- ***Accident Reporting and Investigation* -** The purpose of the investigation is to identify the cause and to establish and enforce measures to prevent reoccurrence and not to apportion blame

- ***Near Miss and Hazard Reporting* -** Prevention is better than cure! Near misses are painless lessons to learn from. All incidents not resulting in injury (i.e. Near Misses and RIDDOR Dangerous Occurrences) must be reported to

- site management. In addition, employees all have a duty to report any hazards identified so that an assessment can be made to eliminate or control the risks arising out of that hazard,

Active Monitoring

This shows where the Company is meeting its objective according to set standards. The primary objective of monitoring is not just to identify failure in the form of unsafe acts or conditions, but to measure success and acknowledge good practice. Active monitoring may include:

- ***Management monitoring*** - the undertaking of health and safety inspections and completion of weekly checklist by site managers. These may also be carried out intermittently by Contracts Managers.

- ***Independent inspections*** - Site Inspections are carried out regularly by the external Construction Safety Consultant – Andrew James Swan c/o Swansafe; however, the frequency may vary according to the size and type of project. The Directors or Project Manager will advise the Construction Safety Consultant of their requirements.

Key Performance Indicators (KPIs)

Key performance indicators (KPIs) are used to measure the specific elements of a Safety Management System and are an indicator of health and safety performance.

The primary purpose of KPIs and targets is not to penalise failure but to identify opportunities for improvement and acknowledge successful achievements.

22. Health & Safety File

Description of its format and any conditions relating to its content:

When putting together the health and safety file, consideration should include information about each of the following where they are relevant to the health and safety of any future construction work.

The level of detail should allow the likely risks to be identified and addressed by those carrying out the work:

(a) a brief description of the work carried out;

(b) any residual hazards which remain and how they have been dealt with (for example surveys or other information concerning asbestos; contaminated land; water bearing strata; buried services etc.);

(c) key structural principles (for example, bracing, sources of substantial stored energy – including pre- or post-tensioned members) and safe working loads for floors and roofs, particularly where these may preclude placing scaffolding or heavy machinery there;

(d) hazardous materials used (for example lead paint; pesticides; special coatings which should not be burnt off etc.);

(e) information regarding the removal or dismantling of installed plant and equipment (for example any special arrangements for lifting, order or other special instructions for dismantling etc.);

(f) health and safety information about equipment provided for cleaning or maintaining the structure;

(g) the nature, location and markings of significant services, including underground cables; gas supply equipment; fire-fighting services etc;

(h) information and as-built drawings of the structure, its plant and equipment (for example, the means of safe access to and from service voids, fire doors and compartmentalisation etc.).

(i) the PC will electronically store the project information on their main computer system at head office and also provide any ‘As-Laids’, ‘As Builts’ and revisions to the Principal Designer for collation and preparation of the Health & Safety File including any new service locations and depths.

23. Appendix A

24. Appendix B

25. Author

Andrew James Swan Tech IOSH AIIRSM

SwanSafe
Health & Safety Consultant