

CONSTRUCTION MANAGEMENT AND ENVIRONMENTAL PLAN

Client: Haringey

Contract Title: Partridge Way

CONSTRUCTION MANAGEMENT AND ENVIRONMENTAL PHASE PLAN

PARTRIDGE WAY Construction Management and Environmental Plan

19/1/2023



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DOCUMENT No.

PW-CEMP-0014

CURRENT REVISION

01

CURRENT STATUS CODE

P1

SECURITY CLASSIFICATION

Internal

CONSTRUCTION MANAGEMENT AND ENVIRONMENTAL PLAN

REVISION HISTORY

REVISION	STATUS CODE	DATE	REVISION DESCRIPTION
01	C1	19/1/2023	Initial Draft
02			
03			

Review History

Version	Prepared By (Print Name)	Date	Review by HSQE Advisor (Print Name)	Date	Accepted on Behalf of the Client By (Print Name)	Date

Controlled Copy Distribution List

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Introduction

1.2 Purpose

This Construction Phase Health, Safety, management and Environment & Quality Plan (CEMP) is produced by FDBL to define and plan the Health & Safety, Environmental and Quality arrangements to ensure the effective delivery of the contract.

The initial development of this Health, Safety, Environmental and Quality Plan is based on accepted best practice and the detail from the pre-construction information, provided by the client in accordance with and a statutory requirement under Regulation 4(4) of the Construction (Design & Management) Regulations 2015.

This CEMP Plan has been produced by the Contracts Manager and Safety Manager for acceptance by the client nominated representative.

This document will be developed throughout the project by the Principal Contractor, FDBL to ensure continual development and updating of the relevant details as the project progresses.

Any member of the contract team can identify potential changes however only the FDBL Managers identified above can incorporate and approve such changes.

Minor changes will be simply submitted to the client for their inclusion in their copy of the plan (e.g., updates to the project programme or staff changes as the project develops) however should a major change be necessary then the plan will be subject to client acceptance as per the initial development.

The purpose of this document is to:

- To demonstrate a professional management approach to Health, Safety, Environment and Quality issues and systems, during and after the delivery of the Contract.
- To provide clear unambiguous details of how FDBL will plan, set out, manage, and control the Health, Safety, Environmental and Quality requirements of the Contract.
- To ensure that the health, safety, and welfare of all FDBL employees, sub-contractors, client personnel, tenants, and the public (as applicable) is assured through safety planning.
- To demonstrate the detailed processes by which FDBL will minimise its effect on the environment and control its subcontractors to the same end.
- To comply with the Construction (Design and Management) Regulations 2015.
- To act as the basis for the safe running of the project.

It should also be noted that:

- The procedures contained, or referenced, within this plan do not prejudice any statutory requirements and guidelines that may be in force during the contract life.

Where appropriate this project will be managed using this CHSQEP as an umbrella document with specific details being added for managing specific zones or phases.

The implementation of this plan is the responsibility of all personnel employed on the Contract.

Refer also to:

- Contract HSQE Management
- Pre-Construction FDBL Pack.

2.2 Health, Safety, Environmental and Quality Principles & Objectives for the Project

FDBL intend to carry out the works within the contract time scale and to the design and specification set out in the contract documents. The company will do this with due regard to the risk of health and safety of the local community, project personnel and environment.

FDBL will actively seek to reduce any adverse impact on the environment (environmental sustainability), to levels which are reasonably practicable to attain, by implementing high standards of pollution control, however, should activities disrupt or disturb adjacent properties, operations will cease, and the client will be consulted prior to work recommencing.

FDBL will ensure that the completed work functions in an efficient and safe manner, can be maintained safely and can eventually be deconstructed or demolished without undue risk.

To this end, we intend to carry out our works in accordance with the contract programme unless design changes or unexpected complications require it to be amended. If any amendments are required, the changes will be fully documented, and the client advised.

All FDBL sites are responsible for ensuring that all HSQ&E objectives, targets, and actions plans that are applicable to the project are maintained, implemented, and reviewed.

3.2 Review of this HSEQ Plan

This plan is a live document and must be reviewed and as necessary, amended to reflect the scope of the project. The review shall include as a minimum, changes to scope of work, methods of work / construction, legislation changes, resources, working environment and hazard controls.

The review will be recorded by the Contract Manager or Site Manager, and if required can include assistance and advice from the FDBL HSQ&E Department. Details of amendments made shall be recorded on the appropriate record sheet and following sign off a copy retained in Appendix A to this plan.

Following minor amendments (e.g., changes to referenced document numbers, individuals' names), affected pages of this plan can be published individually. For more significant changes it may be necessary to re-issue the entire document and amend the revision status of the plan. In this case, reapproval of the plan will be necessary by all parties detailed in the approval section at the front of this plan.

4.2 Project Specific Health and Safety Goals

The project and FDBL management team has set goals to work, achieve and meet as far as reasonably practical-

- Accident frequency rate to be zero.
- Work will be planned to cause minimum disruption to local business and residents – any complaints that do arise relating to these works are to be speedily addressed.
- All road closures and street work notices will be submitted following the correct procedures and timescales.
- Thoroughly evaluating task for health & safety hazards and developing controls to protect employees.
- Providing appropriate and well-maintained tools, equipment and personal protective equipment.
- Regularly communicating and reinforcing the company's Health & Safety Goals and Objectives.
- The Works comprise the design and construction of a residential scheme for Haringey of 23 affordable apartments with associated plantrooms, cycle storage and amenity space.

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The overall development will be broken-up into 6 elements of construction which match the WBS structure of the programme.. The general scope of works will include:

- Enabling works.
- Substructures.
- Superstructures.
- Facade.
- Internal works.
- Hard and soft landscaping and planting including parking

The Partridge Road project will be a single block on the corner of Partridge Way and Trinity Road. Its construction will be piled foundation with a RC frame superstructure over 9 floors (ground-8th). The façade will be mainly brickwork and glazing.

Partridge Way N22 – Application number HGY/2021/2075

5.2 Project - Planned timescale start/finish

The planned timescale for this project is based off our construction programme and will run from 1/5/2023 and complete by the 17/7/2024. Please see below high level programme dates for the planned works.

Construction Duration	31/05/20	56w 1d	17/07/2024
Enabling Works	31/05/202	8w	25/07/2023
Substructure	19/07/202	16w	08/11/2023
Superstructure	07/09/202	25w 1d	14/03/2024
Facade	11/10/2023	30w	24/05/2024
Internal Works	27/10/202	31w 2d	21/06/2024
External Works	13/11/2023	14w	01/03/2024
Lift Install 10 Stops	09/11/2023	23w 4d	10/05/2024
Tower Crane	30/06/202	40w 1d	24/04/2024
Client Snagging	01/05/202	10w 4d	17/07/2024

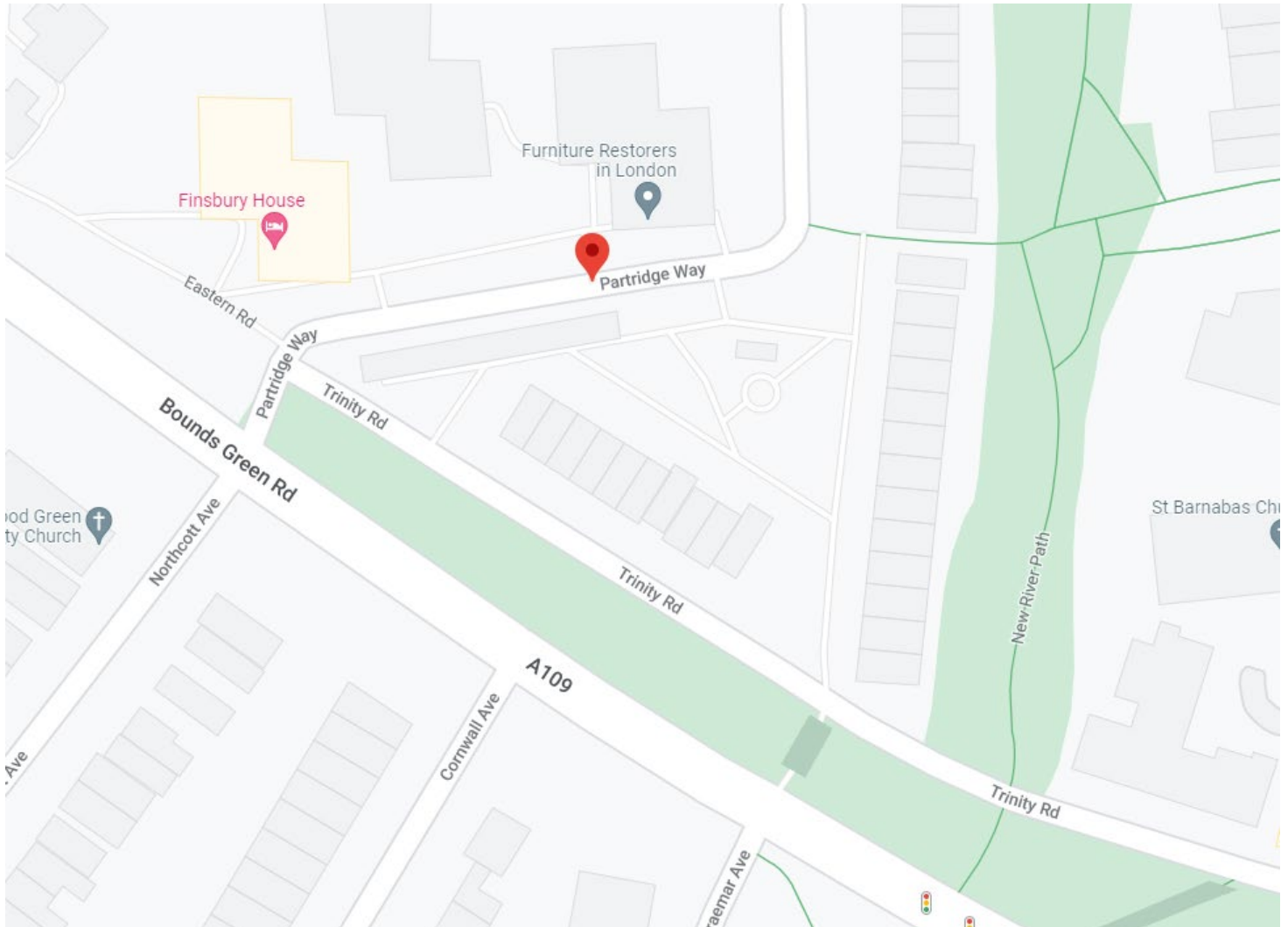
6.2 Hours of Work

The set working hours for the duration of this project are set out below. No working will take place outside these hours unless authorised by a relevant authority / body. The below hours will be adhered to at all times.

- Monday to Friday 08:00 to 18:00
- Saturday 08: 00 to 13:00
- No working on Sunday or Bank holiday

7.2 Site Address / Location

The Site is located on the corner of Partridge Way and Trinity Road. The site surrounded by residential properties and off street parking.



8.2 Access and Restrictions

Details of the extent and location of existing records and plans that are relevant to health and safety on site including in FDBL about existing structures and services where appropriate.

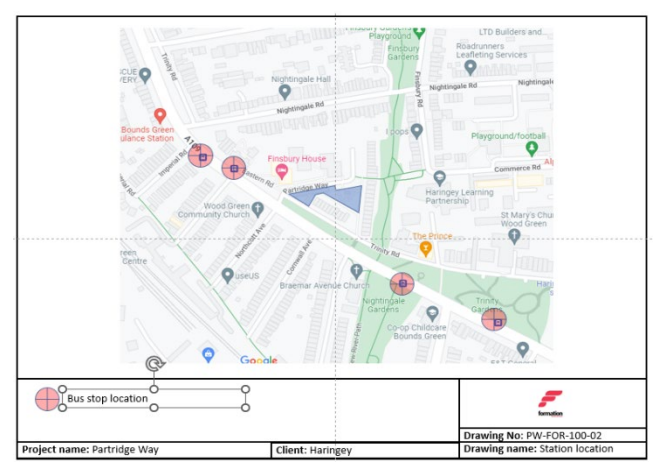
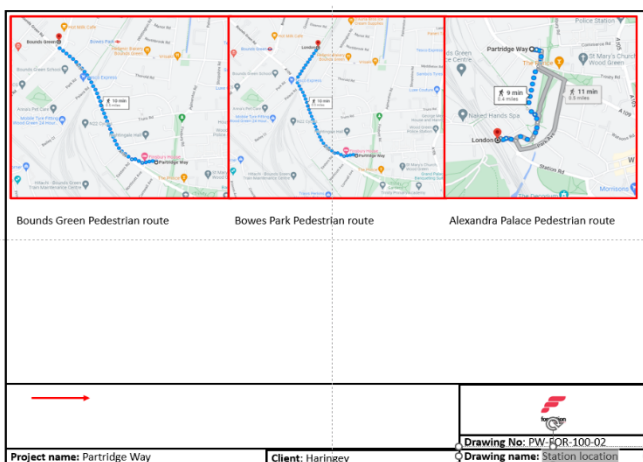
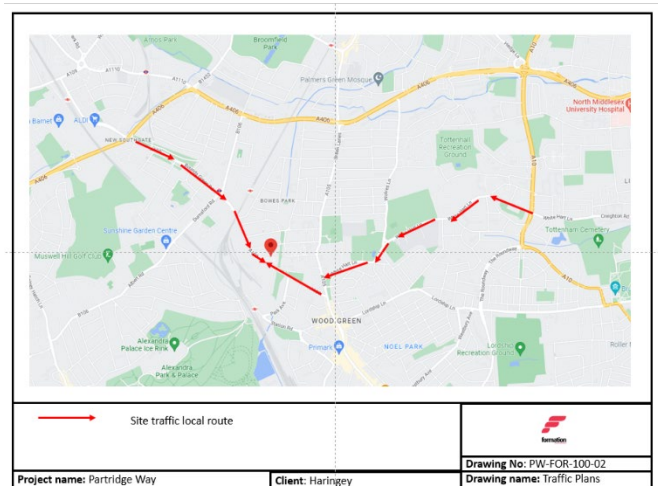
For example, but not limited to:

- ✓ Drawings.
- ✓ PCIP.
- ✓ H&S Files.
- ✓ Buried services.
- ✓ Contract requirements.
- ✓ Project execution plans.

9.2 Access

Access to this site will be from Bounds green road onto Partridge Way. As the road comes to a dead end this will be managed by our traffic marshal team. All traffic will come from the 406 and either travel down the A109 Bounds green road or down the A10 onto White Hart lane across the A105 onto the 109 to the east of the project. Please see below screen shot of the travel plans which are also in the appendix.

The closest stations for the project are Bounds Green, Bowes Park and Alexandra Palace. Bus routes along the project are the 221 and N91.



10.2 Noise mitigation and monitoring measures and Vibration Mitigation and Monitoring

FDBL have a responsibility to prevent nuisance from smoke, dust, rubbish, vermin, and other causes.

The Company's policy and risk management sets out the arrangements to meet the legal requirements and most importantly, to prevent individuals being harmed from noise generated by work activities and the surrounding environment.

Where the risk assessment process confirms that noise is likely to reach levels that may disturb the local community, site management will take pre-emptive action to avoid complaints.

It may be necessary or even desirable to obtain a Section 61 consent from the local authority which will stipulate what can and cannot be done in terms of making noise on a site. Failure to meet the conditions of a Section 61 consent or an imposed Section 60 notice is an offence. It is not envisaged that any site plant used that will infringe accepted guidelines on these works. Under standard Health and Safety requirements, noise measurements will be taken to ensure that statutory legislation is not contravened. The frequency of noise monitoring will be dependent on the type of works going on at the time. On site noise level monitoring will be carried out periodically during these works. The works will be carried out during normal daytime working hours and as agreed with the local authority under the Section 61 Regulations.

11.2 Project Notification (HSE F10)

The Form F10 notifying the project to the Health & Safety Executive (HSE) will be displayed at the entrance to the site, in the site offices and on the site health and safety notice board(s).

12.2 Project Directory

The names, addresses and contact details of the Client's representative, consultants, site management and sub-contractors involved in the project are listed will published into the Project Directory.

The reason for this is that this document will evolve during the delivery of the contract and any changes made will be reflected in this appendix by the provision of updates. Working in this manner will avoid unnecessary updates to the main body of the plan to account for any minor changes such as a simple name change or promotion.

13.2 Appointed Subcontractors

Most of the package will be carried out in-house however, should sub-contractors need to be appointed, this will be via the Stage 2 Prequalification of the Supply Chain Procedure. Details will be maintained by the project commercial team. See below for further in FDBL.

1 Existing Project Information

Information regarding existing site information is located on the preliminary documents provided to and for the client. Information for the duration of the project can be found and can be accessed via a shared folder. This records the current state and condition of the site while taking ownership of site.

Records regarding utilities can be found in Pre-tender information - Site Investigation Report provided by the client. Information regarding the rest of the services will be found following a GPR survey as part of the contract scope.

14.2 Working next to a main road

The site is located next to a main access road as such it is used heavily 24/7. Therefore, work on site will be carried out with a constant presence of traffic noise. Suitable provisions to protect the hearing of site operatives should be put in place, this may include the provision of noise resistant site cabins and acoustic barriers.

We will be using Data scope and have a dedicated Logistics Manager to control and manage all deliveries which in turn will reduce any impacts on the local infrastructure and community. Parking, Loading and Unloading will all take place within the site boundary to minimise any impact upon the local community. Storage areas will be allocated within designated areas within site. Deliveries to be outside peaks hours 8am to 9am and 5pm to 6pm

15.2 Working next to the Waterway

N/A

16.2 Local Authority Restrictions

None known

17.2 Environmental Restrictions

None Specified

18.2 Principal Contractor Restrictions

None Specified

19.2 Existing Services

The location of existing services has been determined from the Client's site records and statutory records. Contractors will protect all overhead / underground services and carry out a survey using tracing equipment to determine and mark the location of any underground and/or exposed services before carrying out any works. Consequently, any work affected will be carried out under a Permit to Work and in accordance with:

- HS(G)47 'avoiding danger from underground services', and
- HSE, 'avoidance of danger from overhead electric lines', Guidance Note GS6 (rev)
- Together with the requirements of the current 'New Roads and Street Works Act', 1991 (where applicable).

The Project Manager is to review buried service information and carry out hand excavation to determine the risk of isolating the existing services to site. Where these records have not been provided by the client they should be requested by the nominated person. This request should be recorded and detail if no information has been provided. A plan will be drawn up for all known / charted services. This will be kept up to date throughout the life of the project.

1.1.1 Underground Services

All areas to be excavated must be surveyed even if services are not thought to be present. If known services cannot be located, the relevant Statutory Authority will be consulted. FDBL will not assume that the service is not there. All works must be in accordance with HS(G)47 'Avoiding danger from underground services.

1.1.2 Overhead Services

We do not believe overhead services to be a risk on this site, however, should any works be undertaken adjacent to or under overhead power cables the following protective measures will be implemented:

Secure fencing and warning signs will be erected in accordance with HSE Guidance GS6 'Avoidance of danger from overhead electric lines.

The local electrical distribution company will be contacted to ensure the safe working distances are understood and are complied with.

20.2 Existing Structures

The existing building have been demolished therefore the site is now vacant.

2 LEGISLATION, INFORMATION, DOCUMENTATION AND RECORDS

21.2 Overview

FDBL is committed to meeting the requirements of UK Safety and Environmental Law and regularly reviews legislation and regulatory requirements. The outcome for this is published on the companies Integrated Management System and is updated regularly in the form of the legal register.

Contract documentation relating to this project will be subject to strict control and always stored securely. This contract documentation will form the basis of all FDBL activities when delivering the project.

Legal compliance audits will be undertaken throughout the FDBL business as part of the company's audit schedule.

22.2 Contract Documentation

Specification:

As per issued contract with all documents uploaded to Viewpoint.

Employers Requirements:

As per issued contract with all documents uploaded to Viewpoint

Bid Document/Tender Number:

As per issued contract with all documents uploaded to Viewpoint

Other:

Where the above documents/references are not available at the time of completing this Plan, the above list shall be updated when they become available.

23.2 Dilapidation Surveys, Existing Records and Plans

Dilapidation survey has been carried out on all public spaces around the project including footpaths, roads and properties.

24.2 Document Control and Availability

Key documentation for use on the project may be distributed using a document control system, which meets BSEN ISO9001:2015.

Relevant sections of this plan and its appendices will be made available to FDBL contractors such that they can then prepare suitable control plans and documents to enable them to carry out their work effectively.

25.2 Information

All FDBL employees have access to all relevant company documentation.

Sub-contractors are required to ensure that they have access to all legislation, Approved Codes of Practice and any other health and safety, environmental or quality information that is relevant to their own scope of works. This information will be transposed into by the sub-contractors within their risk assessments and method statements (RAMS).

26.2 FDBL Procedures, Forms and Work Instructions

All FDBL employees have access to all relevant company documentation via the FDBL shared Cloud Portal.

Staff will be advised by e-mail if existing Procedures, Forms or Work Instructions are revised or new documents become available.

27.2 Design, Control of Design Drawings and Records

FDBL will input to the design provided for this project to ensure risks to the health and safety of personnel and the environment are avoided.

- Health and safety issues identified during design will be assessed in line with the requirements of the Construction (Design & Management) Regulations 2015.
- As built drawings will be included in the H&S File for this project.

Where FDBL are appointed as Designer, Design Management will be applied as follows:

- Client requirements will be defined and included within any design schedules.
- Specialist design consultants will be sourced and appointed as relevant to the project.

- Designs will be coordinated to ensure client requirements are met.
- Design review will be held formally for any completed design to verify these against client requirements.
- Design validation will be undertaken upon completion of the project to ensure all client requirements have been met.
- Lead designers will provide design risk registers to determine the risks associated with their designs. This document is to be distributed to the Principal Designer and the Client for review monthly following design team meetings and CDM reviews.

28.2 Variations and Change Control

Any changes to the scope of work will be assessed for cost and programme impact. The client will be advised of these impacts as soon as possible. Verbal instructions will be formalised through the CCF process.

Safety implications will be evaluated prior to acceptance of a Client Variation Instruction (CVI) or submission of a FDBL initiated change request.

The Project Management team will keep registers and records of variations.

Should a design change occur following initial issue to site, superseded drawings will be recalled and replaced with the latest version.

Changes in scope of the contract, including additional work shall be managed in accordance with the general arrangements laid out in this CEMP plan.

29.2 Document Filing and Records

All hard copy documents relating to the project will be filed in lever arch, ring binder or crystal files. All files must be clearly labelled to indicate the content. These files will be maintained on site.

FDBL have a prescribed electronic filing system hierarchy, some of the project specific records will be filed electronically where appropriate to avoid the storage of unnecessary paper.

Note: Electronic filing has the advantage of swiftly transmitting relevant information to those who require it using Email or specified electronic data systems.

30.2 Implementation and Briefing

FDBL has not identified any specific legislation, regulation, or other requirements, which apply to this project beyond those defined within its registers of legislation published on the Shared Data Files.

Any changes to legislation that impacts upon the delivery of the project will be assessed and advised to the Contract Director, who will implement the changes. Monthly Briefings via the Safety Meetings, attended by Operational Managers are utilised to communicate new and amended legislation along with other safety, environmental and quality information, audit results and changes to the FDBL Integrated Management System.

Implementation arrangements include briefings, toolbox talks and may include training in relation to the provision of equipment and processes.

Staff will be briefed on safety matters through cascade safety briefing and toolbox talks. Toolbox talks will cover current relevant site works including Health, Safety and Environment as per Toolbox Talk Index, available on request

31.2 Document Archival

On completion of the project, the files must be returned to Head Office.

The following files and records should be returned to head office on completion of the project. The remainder of the site files can be destroyed on clearance of the site offices, but please note that the Contract Director must be consulted first:

- Daily Diary
- Completed Inspection and Test Plans
- Safety Registers
- HAV Records
- Asbestos Removal records
- Any documentation relating to any Accidents or Incidents which have been recorded on the Project
- Any correspondence sent directly to site
- Any correspondence sent from site but not copied to head office
- Site Diaries
- Completed Site Waste Management Plan
- Waste Transfer
- Waste Consignment Notes.

32.2 Health and Safety File

The purpose of a Health and Safety File is to create a permanent record of information relevant to Health and Safety, which will be used after completion of the project. The file should therefore record issues relating to hazards inherent in the maintenance of the building.

FDBL and any person having a design input shall furnish the Principal Designer with as built and as installed plans, details, drawings, descriptions, specifications, and the like in respect of each premises where construction work is carried out.

FDBL will ensure information for the Health and Safety File is collated and handed over to the Client at least 14 days prior to Practical Completion and should be produced, as far as practicable in A4 format, submitted in lever arch or similar ring binder, with a contents page highlighting and including the following documentation (please note this list is a guide, is not exhaustive and may be subject to changes or omissions as appropriate to the works):

2.1.1 The Project

- Project Scope/Description of Work
- Design Criteria
- Location Plan
- Project Directory.

2.1.2 Building Works

- Description of Works
- Suppliers
- Manufacturers Information
- As Built Drawings
- Building Works Log
- Schedules
- Construction Methods and Materials Used
- Hazardous Materials Used
- Maintenance, Cleaning and Repair Procedures
- Operations and Maintenance Manuals
- Certification.

2.1.3 Heating, Plumbing and Drainage

- Description of Works
- Suppliers
- Manufacturers Information
- As Built Drawings
- Test and Commissioning Certificates
- Hot and Cold-water systems
- Drainage
- Warranties
- Miscellaneous
- Operations and Maintenance Manuals.

2.1.4 Electrical Installations

- Description of Works
- Suppliers
- Manufacturers Information
- As Built Drawings
- Test and Commissioning Certificates /Distribution Board Schedules
- Electrical Installation
- Emergency Lighting
- Fire Alarms
- Emergency Lighting and Fire Alarm Test Records
- Operations and Maintenance Manuals
- Recommended Spares.

2.1.5 Superstructure and External

- Colour and style repair / replacement information for façade, roof windows
- Rainwater goods and doors.
- instruction for assembly / replacement of window parts
- Location of load bearing walls.

2.1.6 Internal Works and Finishes

- Colour schemes, names and codes of paint, manufacturers details.
- Wall cleaning information
- Floor covering, names and codes of paint, manufacturers details.
- Floor cleaning information
- Manufacturer guarantees
- Catalogue and record of all appliances, incl. Name, model warranties and location.
- User manual for all appliances.
- Catalogue of all locks and locations
- User manual for door entry system
- Key codes for door entry system

33.2 Environmental File

The purpose of the Environmental File is to ensure that all documentation that is legally required to be maintained and any other documentation that supports the management of the environment on site that will be required during the development and upon completion is stored in a single location. The contents of the file will include the following:

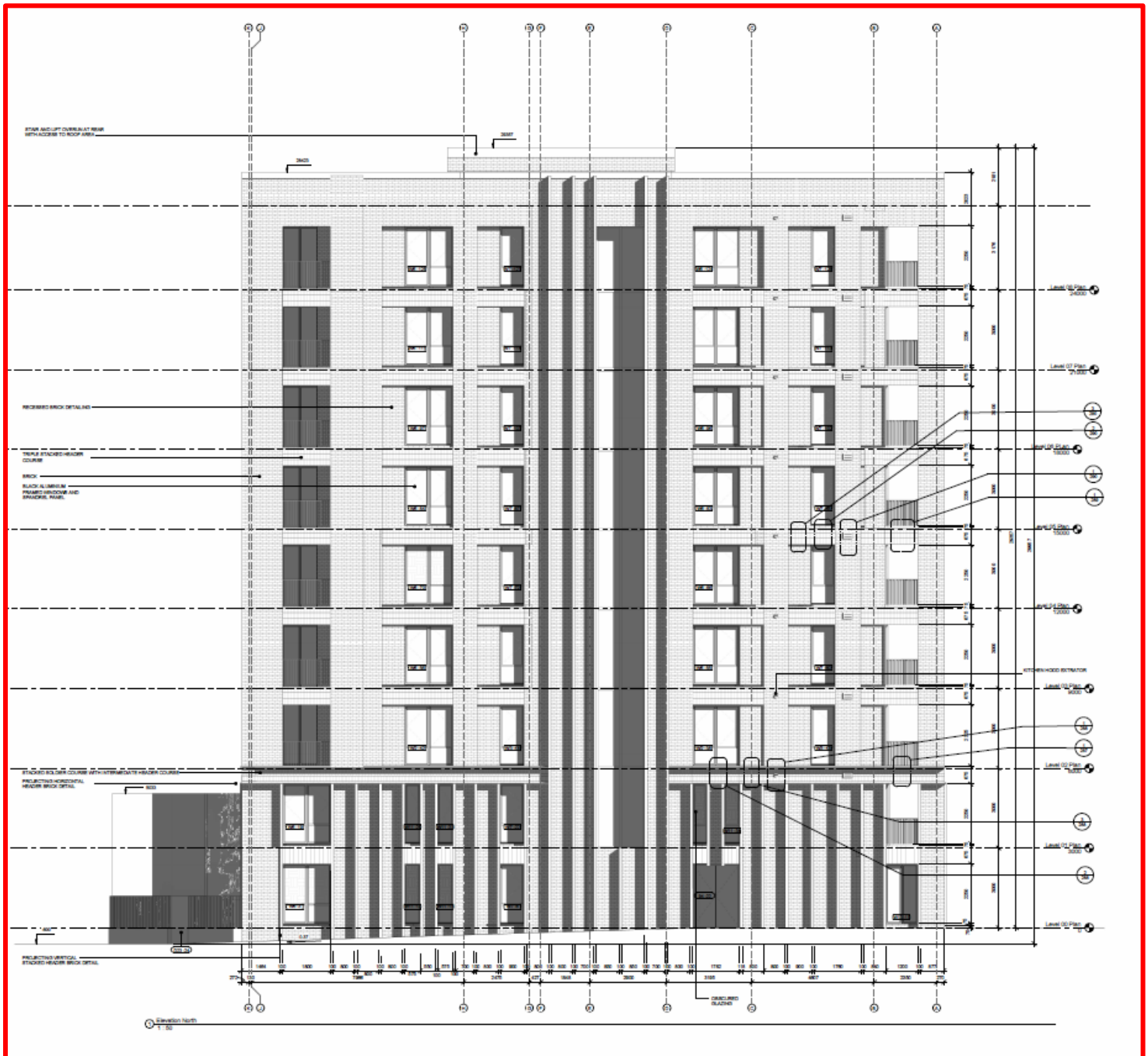
- Environmental Constraints Plan
 - Site Drainage Plan
 - Site Waste Management Plan (SWMP)
 - Site Hazardous Waste Registration (as applicable)
 - Waste Carrier Licence(s) and Waste Handlers Permit(s)
 - Waste Transfer Notes/Hazardous Waste Consignment Notes
 - Environmental audit reports and meeting minutes
- Any inspection undertaken by the Local Authority, Environment Agency, Ecologist etc.

3 PLANNING, PROGRAMME, ACCOUNTABILITIES AND PERFORMANCE

34.2 Project Description

The Partridge Way project is a 8 story concrete frame building with 23no affordable flats and amenity space. The face is mainly brickwork and glazing.

The building details are below:



35.2 Particular risks to this project

The work on this project *does not* involve any of the particular risk(s) as detailed in Regulation 12 (2) (Schedule 3) of the CDM Regulation's.

- 1) Live concealed services.
- 2) Trip hazards.
- 3) Broken glass and damaged materials.
- 4) Possible Asbestos
- 5) Maintaining escape access for remaining occupied areas
- 6) Dust and dirt to existing services and remaining operating equipment
- 7) Working with existing operating services
- 8) Working at height and on roofs
- 9) Removal of waste materials
- 10) Rodents
- 11) Existing structures
- 12) Other deleterious materials
- 13) Excavations

Excavations will have specific design requirements detailed in the Temporary Works Register.

Arrangements for shoring, plant selection, access/egress, surrounding environment, security etc. will be identified and a risk assessment prior to work commencing will be carried out. Temporary work design will include control measures defined in the risk assessment. NB we foresee all excavations for the enabling works as being battered at a ratio of 1V:3H

A permit will be issued for all excavations or breaking of ground. NO PERMIT – NO DIG.

All excavations must be guarded by a suitable barrier to prevent unauthorised access to plant and personnel.

If working in manholes / deep structures, then ensure that adequate steps are taken to prevent collapse and that confined space requirements are duly considered.

The contamination testing has indicated elevated concentrations of the varying contaminants, however FDBL will undertake WAC testing to determine the specific classification and appropriate Risk Assessment to address this risk.

36.2 Project Management Team

The Project Management team is populated by staff drawn from the regional team with a range of skills from Project Management, Commercial, Safety, Technical, Supervisory and Administration. Sub-contracted personnel add to the number of staff as and when necessary.

37.2 CDM Responsibilities

Haringey – Client

- Make suitable arrangements for managing a project, including the allocation of sufficient time and other resources
- Provide information regarding the work specification and known hazards at work locations
- Provide pre-construction information as soon as is practicable to every designer and contractor appointed, or being considered for appointment, to the project
- Appoint the Principal Designer (PD) and Principal Contractor (PC)
- Notify the HSE of the Project using the Form F10 (if applicable)
- Ensure the construction work can be carried out, so far as is reasonably practicable, without risks to the health or safety of any person affected by the project; and the facilities required by Schedule 2 are provided in respect of any person carrying out construction work
- Ensure that the principal designer prepares a health and safety file for the project
- Ensure that before the construction phase begins, a construction phase plan is drawn up by the contractor if there is only one contractor, or by the principal contractor
- Take reasonable steps to ensure the PD complies with other PD duties as specified in regulations 11&12 and that the PC complies with other PD duties as specified in regulations 12-14
- Accept and receive completed work
- Secure budgets and provide remuneration to all parties for completed works

Delta - Principal Designer (PD)

- The principal designer must plan, manage and monitor the pre-construction phase and coordinate matters relating to health and safety during the pre-construction phase to ensure that, so far as is reasonably practicable, the project is carried out without risks to health or safety
- The principal designer must take into account the general principles of prevention and, where relevant, the content of any construction phase plan and any health and safety file
- The principal designer in fulfilling the duties in bullet (1) must identify and eliminate or control, so far as is reasonably practicable, foreseeable risks to the health or safety of any person involved in the construction, maintenance and final use of the finished product
- The principal designer must ensure all designers comply with their duties in regulation 9
- The principal designer must ensure that all persons working in relation to the pre-construction phase cooperate with the client, the principal designer and each other
- The principal designer must assist the client in the provision of the pre-construction information required by regulation 4(4); and so far as it is within the principal designer's control, provide pre-construction information, promptly and in a convenient form, to every designer and contractor appointed, or being considered for appointment, to the project
- The principal designer must liaise with the principal contractor for the duration of the principal designer's appointment and share with the principal contractor information relevant to the planning, management and monitoring of the construction phase and the coordination of health and safety matters during the construction phase
- Prepare the Project Health and Safety File with input from the PC.

FDBL – Principal Contractor (PC)

- Ensuring that a suitably developed Construction Phase Plan (This CHSQ&E Plan) is prepared and accepted by the client prior to any works commencing on site
- The principal contractor must plan, manage and monitor the construction phase and coordinate matters relating to health and safety during the construction phase to ensure that, so far as is reasonably practicable, construction work is carried out without risks to health or safety
- The principal contractor must take into account the general principles of prevention when design, technical and organisational aspects are being decided in order to plan the various items or stages of work which are to take place simultaneously or in succession; and estimating the period of time required to complete the work or work stages
- The principal contractor must liaise with the principal designer for the duration of the principal designer's appointment and share with the principal designer information relevant to the planning, management and monitoring of the pre-construction phase and the coordination of health and safety matters during the pre-construction phase
- Responsible for managing and completing the work, all subcontractors, workmanship standards and testing of installed systems
- Responsible for the safety and co-ordination of all persons undertaking or affected by the work
- Ensure a suitable site induction is provided
- Ensure the necessary steps are taken to prevent access by unauthorised persons to the construction site
- Ensure facilities that comply with the requirements of Schedule 2 are provided throughout the construction phase
- Overall programme management and reporting
- Production of hand-back documentation (O&M manuals/H&S file records).

38.2 Process Control for Contract Delivery

FDBL will ensure all interfaces with other parties are clearly identified and effectively managed to play an active role in the development of safe working relationships with internal and external parties.

Minutes of all meetings will be taken, distributed to FDBL and Client representatives as appropriate and held on the project file.

Key process steps include:

- Site survey
- Submission of design
- Detailed work planning including programme
- Procurement of materials and resources
- Site establishment
- First and second fix of equipment
- Inspection of installed equipment and testing (M&E/Gas)
- Pre handover walk through to identify snags and rectification • Handover to the client and handover pack
- Handover certificate to client.

Quality of workmanship will be measured against the requirements of applicable standards and the approved design. The results of inspections will be fed back to the Contract Manager such that any remedial actions required are reprogrammed and managed to a satisfactory close prior to hand over.

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39.2 Project Management Team Accountabilities

Each Project Team member will perform his or her duties in a professional manner under the guidance/instruction of the Contract Director or nominee. The Contract Director (CM) will monitor team performance, the arrangements will be as follows:

Measure	Frequency	Responsibility
Site Inspections	Weekly/Monthly	HSQ&E Advisor/ Site team
Budget Performance	Monthly	Contract Manager/Senior QS
Contract Review	Monthly	Contract Manager/Director
Progress v Programme	Monthly	Contract Manager/Planner
Progress v Programme	Weekly	Project manager/Planner
Defects	Monthly	Contract Manager/Project Manager
Defects	Weekly	Site Manager
Audit Results and Corrective Actions	After Audit	Contract Manager/Site Manager/Others
Accident/Incident Performance	Monthly	Contract Manager/Regional Director/HSQ&E
Waste Performance	Monthly	Contract Manager/Site Manager/HSQ&E

Performance improvements will be implemented throughout the life of the project based on the performance measurements described above and those identified by FDBL at the business level.

40.2 Program Budget

The Contract Manager will report monthly the percentage of work complete against programme

Costs identified at the tender stage will be disseminated to the project management team in the form of budgets. The Contract Manager responsible for controlling the budget will notify the Senior QS of any potential under/overspend

41.2 Contract Review

- Contract review chaired by the Contract Manager (CM) will be held at tender and contract award stages to ensure requirements can be met and have not been amended. The CM is responsible for ongoing review of client needs and whether contract requirements have been met
- Monthly internal review meetings will be undertaken to ensure ongoing capability to fully satisfy contract requirements to programme and budget
- Minutes of all meetings will be taken, distributed to FDBL and client representatives as appropriate and held on the project file.

42.2 Audits, Control of Non-conformance and Preventative Action

- Routine monitoring (audit/inspection) of performance against procedural and legislative requirements will be undertaken as identified in the company audit schedule
- Audits scheduled by the Client will be managed through the Contract Manager and overseen by the H&S Manager dependent on the scope of the audit
- Non-conformities and corrective actions will be managed to an acceptable completion by the project team via the Contract Manager following prior agreement with the auditor.
- Records of corrective/preventive actions, accidents and environmental incidents are maintained
- Preventative actions will be defined and implemented; records will be held.

43.2 Inspection, Testing and Planning

- All New sites will require an inspection and test plan.
- The plan will address all of the work elements that are to be inspected (witnessed or otherwise) or that require a test.
- This plan will need to be submitted with the draft plan for approval.

44.2 Consultation with stakeholder and neighbour's

The consultation process with stake holder and neighbours will be based on the following objectives, in which FDBL will take into count for the duration of the proposed project:

- To Provide information on the project to stakeholders as well as occupiers, users, and visitors to neighbouring premises.
- To Understand the interests and concerns of stakeholders
- Provide an inclusive and broad range of training, employment, and business opportunities to residents
- Support the objectives of the public authorities

3.1.1 Communication and Engagement Methods

Stakeholder and communication methods will be used to ensure residents and community are kept involved and engaged in the project.

- Meetings with directly affected residents adjoining to the works
- Meetings with key organisations i.e. Residents forums
- Newsletter and e-mail
- Meetings with individuals – if required or deemed necessary
- Event days
- Educational visits to local schools

The proposed programme for the works is outlined in the construction programme contained within the Appendix 'Project Programme of Works'. Programmes shall be monitored regularly and updated as deemed necessary by the Contracts Director.

45.2 Audits, Control of Non-conformance, Preventative Action

- Routine monitoring (audit/inspection) of performance against procedural and legislative requirements will be undertaken as identified in the company audit schedule
- Audits scheduled by the Client will be managed through the Contract Manager and overseen by the H&S Manager dependent on the scope of the audit
- Non-conformities and corrective actions will be managed to an acceptable completion by the project team via the Contract Manager following prior agreement with the auditor.
- Records of corrective/preventive actions, accidents and environmental incidents are maintained
- Preventative actions will be defined and implemented; records will be held.

46.2 Inspection and Test Planning

All New sites will require an inspection and test plan. The plan will address all the work elements that are to be inspected (witnessed or otherwise) or that require a test. This plan will need to be submitted with the draft plan for approval.

47.2 Project Key Performance Indicators

Project KPIs will be developed in conjunction with the client. These KPIs will establish performance and benchmark targets for the contract and be used to demonstrate FDBLs performance against such. The results will be presented to the appropriate parties at specified intervals and the achievements discussed in specified meetings. The details of the agreed KPI's and the format of their presentation will be described in the project KPI report document.

4 SUB-CONTRACTORS

48.2 Selection of sub-contractors

All sub-contractors undergo a selection process by FDBL prior to their employment. Only subcontractors on the FDBL register of approved sub-contractor will be employed on this site.

- Supplier approval is based on safety performance, quality systems, environmental performance, financial stability and references from other clients.
- Specific deliverables of suppliers are identified in subcontract documents and orders.
 - Copies of contracts and orders placed will be kept on the project file.

The sub-contractors for the project shall be listed on the project directory. The Project Surveyor is responsible for updating the directory or form when sub-contractors are agreed, and for notifying the site accordingly.

49.2 Subcontractor Competence

The competency of trade contractors will be verified prior to their attendance on site as required (e.g. Gas Safety Scheme, NASC, NICEIC, FENSA etc.)

- Copies of certificates of competence and CV's can be utilised as a check when required
- All subcontracted personnel will be required to attend site induction at which time competence will be checked and copies of relevant documents taken
- Certificates of competency will be checked routinely during the work
- Records of competence checks undertaken will be maintained in the project files.
- Certificates of competency will be checked through monthly audits, any card found to be expired or close to expiring, the operative will not be allowed through the turn-styles and highlighted to site management. Those with an expired card will be removed from site until re-trained. Those close to expiring will be required to be booked onto the next available course. Re-induction will be required. For site entry system such as turnstiles their basic site entry card (CSCS or equivalent) will be programmed into to stop those entering site without a valid training.
- The minimum CSCS site training requirements must be completed and in date for all operatives to gain access to site in any situation

50.2 Sub-contract Pre-order Meeting

Each sub-contractor shall attend a sub-contract Post Tender Clarification meeting. The Project HSQ&E Advisor shall be invited to all Post Tender Clarification meetings. This will also form the Pre-order meeting.

51.2 Co-ordination and Control of Activities

The general co-ordination of subcontract activities will be planned by FDBL and is demonstrated on the project programme.

Each sub-contractor will be given adequate information relating to the project to enable them to be competent to undertake their work in a safe and environmentally friendly manner. Site specific health and safety and environmental information will be issued to all sub-contractors prior to their appointment.

Where appropriate, FDBL will co-ordinate the programmes of specialist sub-contractors.

As the project develops, FDBL will issue the sub-contractor with all relevant health & safety revisions that may affect their work, including site specific health and safety rules. Once revisions have been issued it will be the responsibility of the sub-contractor to remove all obsolete information from their point of control.

For information relating to co-ordination meetings with sub-contractors see Section 8.

52.2 Management Control and Checks of Sub-contractors

- Sub-contractors are subject to monitoring and inspection. Monthly performance reviews are undertaken, and feedback given. Records of performance are logged on the FDBL Subcontractor Database.
- In addition to planned inspections and checks, random checks can be carried out without warning to ensure adherence to the requirements of this CEMP Plan, method statements, compliance with legislation, specified standards for safety, installation quality and other codes of practice.
- The results of these checks will be recorded and used to provide evidence that subcontractors are meeting contract requirements.

53.2 Client Employed Contractors

Work's contractors directly employed by the Client for use on the project are quite rare. However, where this does occur, co-ordination of these contractors will be achieved by regular co-ordination meetings between representatives of the Client, interfacing sub-contractors and FDBL. All Health, Safety and Environmental issues must be suitably addressed, and the resultant information communicated to the contractor. Minutes of all such meetings including actions required will be maintained on site.

If any of these contractor's operatives do not comply with the requirements or any site specific health and safety rules, then FDBL will notify their employer and the Client in writing with a recommendation that the personnel affected are reprimanded, or in the case of a serious breach, removed from site.

5 MATERIALS

54.2 Material Suppliers

Suppliers of materials will be required to produce adequate health and safety information to support their products. FDBL will always endeavour to substitute hazardous with less harmful ones. Material data sheets of potentially hazardous materials must be obtained prior to delivery to site.

COSHH Assessments will be issued to personnel on site working with materials which affect their health and safety, and for materials which have an impact on the environment. COSHH Assessments for this project should be filed and available on site.

In accordance with FDBL 'Environmental Sustainability Policy'. Material suppliers are required to submit environmental information regarding their company such as ISO 14001 certificates and timber chain of custody details.

55.2 Material Deliveries

- Delivery dates, locations, off-loading requirements and contract number will be stated on each order
- All materials will be delivered and subsequently handled in such a way as to minimise the risk of damage to those materials during storage, transportation to site and installation or return to stores as surplus materials
- The supplier will be advised of the information they are required to provide at the time of delivery
- All FDBL suppliers are FORS/CLOCS registered e.g. delivery note, Certificate of Conformity (CofCs). CofCs form part of the traceability requirements for the materials on the project.

CLOCS mission and primary goals are to ensure the safest construction vehicle journeys, zero collisions between construction vehicles and the community, improved air quality and reduced emissions, fewer vehicle journeys and reduced reputational risk.

FORS is the Fleet Operation Recognition Scheme, a voluntary accreditation scheme for fleet operators which aims to raise the level of quality within fleet operations, and to demonstrate which operators are achieving exemplary levels of best practice in safety, efficiency and environmental protection.

56.2 Material Storage

Storage will be in agreed areas on site and all off loading and storage will be kept within the site boundary. Refer to the site layout drawing enclosed within Appendix Site Layout. Equipment and any surplus hazardous materials must be returned to the storage facility at the end of each working shift.

All existing fences will be maintained around the perimeter of the site to exclude members of the public. Where fences do not exist or meet set standards hoarding and/or additional 'Heras' type fencing will be erected and maintained. Any individual work areas within the site that present a danger i.e. drainage runs, excavations, etc. will also be individually fenced off.

Waste materials shall be stored in designated areas and within appropriate skips.

57.2 Storage of Fuel, Oil and Chemicals including Refuelling Operations

All fuel will be stored in a designated and bunded area; a fuel tank bund must be at least 10% greater in capacity than the tank itself. All hoses will be lockable and contained within the bund. The hoses will have a control nozzle for safe refuelling.

Any spillages of fuel, oil or chemicals will be cleaned up immediately and the source of the spill located and stopped. All drums/barrels will be stored within a designated and bunded area. When in use they should be on

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spillages that must be placed upon a drip-tray. A tap should be fitted to each drum or barrel that is in place to control the release of any oil or chemical.

Spill clean-up equipment will be available for use around the site and all operatives should be aware of the equipment's location and how to use it. Any spillages will be reported to the Site Manager. All spillage incidents will be actioned by the Site Manager in accordance with the Environmental Accidents, Incidents and Emergencies Procedure.

Note:

- Refuelling operations should never be undertaken in close proximity to a watercourse, 30 meters away is considered a safe distance.
- All bunds must be emptied on a regular basis with the contaminated liquid/material being disposed of as a defined Special Waste (contact UL designated specialist Environmental HSQ&E Advisor for advice).

58.2 Hazardous Substances and Chemicals

The site management team will produce suitable and sufficient COSHH Risk Assessments which are then issued to the project.

In the case of substances hazardous to health, the Project Management Team will be competent to apply suitable control measures as defined by the COSHH Risk Assessment. For any hazardous substances that remain part of the permanent works relevant information will be included in the Health and Safety File and passed to the Principal Designer.

The "COSHH Register" gives details of all substances hazardous to health being used on this projects and is contained within the COSHH folder in the stores and Health & Safety filing system.

We have considered mitigating the following COSHH risks for this site:

Item	Leaks, spills or releases of chemicals, bulk powders or oils during delivery, storage and use of fuels and oils.
Source	Storage and movement of fuels and oils on site Accidental spills during refuelling of plant and equipment Leaking plant and equipment. Infiltration of spilled, fuels or binders into the ground and groundwater Discharge of effluent from cleaning procedures
Preventative Action	Refuelling and tank filling should only be carried out in designated areas which will be on an impermeable suitably protected. When the designated refuelling area cannot be used due to the nature of the equipment, remote filling bowers should be suitably protected. There should be an emergency spill kit ready in case of spillage in the main fuel storage / refuelling area and one in every bowser. The kit should be stored in a marked bag. If any component from the spill kit is used, it should be replaced immediately, and the used materials should be disposed in accordance with waste regulations. Bowers should be equipped with automatic cut-out mechanism. Trained personnel must supervise all refuelling operations. Valves and taps will not be left open unattended and will be locked when not in use. Funnels must be used when refuelling small plant and equipment. All minor spillages must be cleaned up immediately. All spare fuels and oils should be returned to designated storage

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Target Monitoring and Observation Further Action Required Reference to Further Information	areas immediately. Personnel carrying out refuelling will be made aware of this protocol and trained in the use of spill kits and emergency procedures.
	Prevent accidental contamination. Respond to accidental spillages quickly
	Site personnel to monitor oil and fuel storage and movement to detect spillages and leaks. Should a spill occur the project environment manager would prepare a report including the following information: Date, time and location of spillage, substance spilled, and action taken to contain it.
	In the event of a spill incident the following actions will be taken: Inform the site manager immediately Stop work where required to manage spill adequately and prevent further spilling. Eliminate sources of ignition (engines, tools, etc.). Remove the cause of spillage. Contain the spillage using the emergency spill kit. Block pathways to drains. Bund drains and manholes to stop migration of contaminants. Clear up the spillage. Request a specialist spill contractor if required. If the incident is a major spill and cannot be contained the Environment Agency will be notified. In the event of a major spill we have a pre-prepared agreement with OHES and their 123 Spill Response membership scheme – In emergencies we dial 0333 600 2424 and advise them of the location and nature of the spill. This is a 24/7 call out service
	Control of Pollution (Oil Storage) (England) Regulations 2001 Control of Substances Hazardous to Health Regulations 2002 (COSHH). Environment Agency

59.2 Control of Substances Hazardous to Health (COSHH)

COSHH Assessments for all materials used on site will be obtained prior to works commencing and control measures for their use detailed in task specific Risk Assessments and Method Statements (RAMS).

For FDBL provided materials (including those used by direct FDBL staff) the Contracts Manager and Site Manager will identify work activities and hazardous substances that may be used or created prior to works commencing and during the project. The FDBL COSHH system will be used to generate the necessary COSHH Assessments.

Subcontractors are required to provide COSHH Assessments for any materials they bring on to site and use, prior to the commencement of works with such materials.

Refer to site COSHH register for list of substances controlled under the COSHH Regulation.

6 PLANT AND MACHINERY

Plant and Work Equipment refers to any item being 'used' to carry out work including hand tools, powered tools, lifting equipment and machinery.

60.2 Selection

Plant and machinery may be supplied by FDBL, external suppliers or sub-contractors. The plant supplied must in all cases be properly selected, used and maintained with the appropriate certification and operator training. Plant will be selected for the nature of the task and used only for its correct purpose.

61.2 Plant Maintenance Operations/Location of Plant

To comply with the Provision and Use of Work Equipment Regulations 1998 the Site Manager will ensure work equipment supplied by FDBL is suitable and correct for the work activity and will be maintained in good working order.

- Where the use of the equipment involves a specific risk to health and safety of employees, the use of the equipment must be restricted to specified workers.
- All plant and equipment will be subject to regular tests. Small, powered plant will be portable appliance tested; machinery will be subject to statutory maintenance, inspections and tests.
- Daily plant and machinery checks will be undertaken prior to use.
- Weekly recorded inspections will be undertaken on all plant and equipment on site.
- Any faults will result in plant being placed in quarantine until such time as a replacement can be found.
- Guards fitted to plant will be in use during any operation.
- Machinery will be secured and switched off when not in use.
- Large machinery movements will be undertaken in accordance with the traffic management plan.

62.2 Plant Training and Instruction

All drivers of any plant or equipment shall be 18 or over, unless they are under the direct instruction and supervision of a competent person.

Operatives shall be properly and adequately trained in the handling and use of specific items of plant and equipment and receive all necessary instruction and information on the hazards associated with their operation.

Record shall be kept of those competent to operate plant and equipment, of the qualifications of operatives and/or of the training they have received, verified where necessary. Equipment shall be issued only to those who are trained, competent and permitted to use it.

63.2 Lifting Operations

During site mobilisation, there will be a requirement to utilise heavy plant/machinery to place office and welfare cabins. Where this is required, it will be executed by competent and trained machine operatives (CPCS/NPORS) and competent Lift Co-ordinator and Supervisor, as will any other lifting operations where FDBL are responsible to carry out the lifting.

All plant and equipment will have current test/examination certificates. Only tested equipment is to be used for all lifts, which must be controlled by a trained Slinger / Signaller. All equipment is only to be used by trained and competent persons (CPCS or equivalent).

7 COMMUNICATION AND CO-OPERATION

64.2 Communicating the CEMP Plan Arrangements

The roles, responsibilities, controls and arrangements specified within this CEMP plan, will be briefed to the project team and sub-contractors via the dissemination of this CEMP Plan and a specific briefing at the Project Start up Meeting attended by all key personnel.

65.2 HSQ&E Advice

Safety, Health, Quality and Environmental (HSQ&E) advice and information will be given to the site management by the H&S Manager and Advisor.

66.2 Project Liaison and Meetings

It is vital that co-ordination meetings are held prior to the commencement of this project and then continually during the construction and maintenance period to ensure that all health, safety and environmental issues are suitably addressed, and the resultant information passed onto the relevant contractors or sub-contractors who may be affected.

FDBL will lead on all issues relating to health and safety and the co-ordination of safety matters with all parties, with regular contact and structured meetings being held between all parties.

Formal communication will be through the following meetings:

- Project start-up meeting
- Regular Project Meetings
- Contract Review Meetings
- Regional Safety and Sustainability Meetings
- Subcontractor Meetings
- Client and internal progress meetings.

Actions and progress will be recorded in the minutes of these meetings.

67.2 Communication with the Project Team

Communication with the Project Team will be via regular project meetings with the Client and/or the professional team and by formal correspondence.

Communication with and information for direct employees (including labour only contractors) will be passed down the line via the construction supervisor. This information will include:

- Relevant information from site specific risk assessments including appropriate measures to prevent exposure to hazards, or if this is not possible, to provide protection from hazards.
- Instruction with respect to permits to work and compliance with site specific H&S Rules.

The opportunity will be given to the workforce to raise health and safety and environmental issues which may be of concern via the weekly talks and presentations.

68.2 Communication with FDBL Sub-contractors

All written communications will be sent to the individual nominated for this purpose in the sub-contract order. HSQ&E co-ordination matters will normally be via weekly talks. However, at each sub-contractor progress meeting the first item on the agenda will be HSQ&E related items. Team briefings, weekly talks and presentations will be used as an opportunity for the workforce to be consulted on HSQ&E issues as a means of complying with the 'Health and Safety (Consultation with Employees) Regulations, 1996'.

At all team briefings, induction meetings, weekly talks and presentations, it will be a requirement that those present are asked to report any health, safety and environmental issues that may be of concern. When such information is received by the FDBL Site Manager it will be recorded and actioned as appropriate.

It is required on projects that a monthly Site Safety Consultation meeting is held see FRM 1063 for the meeting agenda.

69.2 Customer Satisfaction and Complaints

Customer satisfaction will be assessed during the regular meetings scheduled with the client.

Complaints will be managed to ensure acceptable closure as directed by the Contract Manager. Any items raised will be detailed in the minutes during these meetings, the minutes will include close out actions, close out durations as well as relevant notification criteria. Typically, toolbox talks, site or public notices or remedial action plans, as agreed with the customer and Contract Manager.

All items of satisfaction or complaint will be forwarded to the Customer Care Team for analysis. This information forms part of preventative action monitoring for the project and is utilised in quarterly Management Review meetings.

70.2 Records

Meeting minutes will be kept in the appropriate folder in FDBLs electronic document management system on viewpoint.

8 MANAGING THE SITE

71.2 Welfare

Facilities will, as a minimum, comply with the requirements of Schedule 2 of the Construction (Design & Management) Regulations 2015. See Welfare Procedure.

All welfare provision provided by FDBL will be to the highest standards and cleaned regularly by the designated welfare operatives. FDBL operative a cleaning schedule similar to that used by hospitals (see below)

Date: _____

Area	5:00am	8:00am	11:00am	2:00pm	5:00pm	8:00pm	11:00pm
Floor							
Sinks							
Mirrors							
Toilet							
Paper							
Toilets							
Urinals							
Dryers							
Towels							
Trash							
Other							

Details contained within Appendix 'Site Layout Plan' will indicate the office and welfare arrangements for this project. These details include:

- Description/diagram of the arrangements that will be provided
- Details of where such arrangements are located
- Details of the sanitary conveniences, washing facilities and where appropriate showers
- Details on the arrangements for changing, clothing storage and drying
- Details on the facilities provided for rest, boiling water and heating food
- Details on the arrangements for smoking
- Details on the arrangements for cleaning.

9 Personnel

Before starting work on site, all personnel working on site (whether direct or contract employees) are required to attend a health, safety and environmental induction course given by FDBL. At these inductions, details of the site-specific health and safety rules, other health, safety, and environmental related items will be discussed. Records of all inductions will be retained by FDBL.

FDBL recognise that various categories of personnel working on construction sites present an increased risk to their own safety and that of others. These include young trainees, visitors, and non-English speaking personnel.

The FDBL Site Manager will refuse access to any person not inducted.

72.2 Information and Training

9.1.1 Competence

All personnel regardless of title must be competent to carry out their responsibilities and tasks. It is the responsibility of the Site Manager and Foreman to ensure that all personnel provide evidence of competence training and records are kept in the site file. This register is kept updated by our document controller.

9.1.2 Induction

All individuals working on the site will receive an induction from the Site Management Team prior to being allowed to start work on site, the induction will include information regarding the Health and Safety arrangements for the project, hazards, site rules, any contract specific requirements, emergency procedures and FECIL sitewide rules if appropriate.

9.1.3 Briefings

Briefings, Toolbox Talks specific to the work and current Health and Safety Alerts/Bulletins, will be carried out for all staff on site by the Site Manager or Foreman.

As part of delivering the project FDBL will:

- Promote a fair culture by finding and tackling the root-cause of Rule breaking and clearly identify this in accident/incident reports.
- Provide an environment where there is a culture to clearly push-back against unsafe requests by all project team members.
- Provide positive responses and solutions to any issues raised.
- Make sure everyone fully understands and takes responsibility.
- Prioritise the safety measures that save lives.
- Highlight areas where we can do better.
- Schedule a suite of activities to actively engage with the workforce to improve the safety culture on the project and drive the right behaviours.

9.1.4 Notices

The following key information for the project will also be displayed on the site HSQE notice board:

- Company HSQE Policy statement.
- HSE Law Poster.
- F10 Notification.
- Insurance Certificate.
- First Aiders.
- Emergency Procedures.
- Hospital Route.
- Utility Emergency Contact Details

9.1.5 Point of Work Risk Assessment (POWRA), Safe System of Work (SSOW) / Risk Assessment & Method Statement (RAMS)

For all works a SSOW Pack or RAMS will be produced, including location, hazards, SSOW information, emergency details etc. The safe system of work hierarchy will be used to plan safe systems of work in order of safest first – this will be briefed to the site staff. The site management team will brief staff on the contents of the SSOW /RAMS and associated hazards in the work environment prior to the work commencing, staff will sign the relevant briefing form to confirm understanding. The site management team will sign staff into the site of work and check all relevant competence cards.

The SSOW or RAMS will be produced by the Site/Project Manager and approved by the FDBL H&S Lead appointed to site.

73.2 General Site Controls and Induction

To ensure the appropriate control of the site all sub-contractors and visitors will receive a project specific induction prior to attending site. This will include details on:

- Welfare and first aid facilities
- Safe access and egress arrangements
- Site rules
- Emergency procedures and arrangements (Inc. pollution control)
- Site specific hazards and control measures
- Waste management
- The recording of personal details (e.g. next of kin)
- Site security and PPE.

Any person attempting entry without having received the appropriate induction will be refused access.

74.2 Site Rules

FDBL has a defined list of site rules and on the award of a new project these core rules are reviewed to add site specific details that are applicable to the variations in the contract activities. These rules for this contract are set out in Appendix and will be implemented during the work.

The site rules will be displayed at all site establishment, offices, notice boards, messing facilities and are briefed during induction.

The Senior Manager on site is responsible for the day to day implementation of this CEMP, and for ensuring that all personnel are aware of the site-specific health and safety rules.

75.2 Mandatory Personal Protective Equipment

FDBL have set a mandatory Personal Protective Equipment (PPE) policy on all sites. Any person failing to comply with the PPE requirements, client specific will be subject to disciplinary action.

Mandatory PPE includes:

- Hi Visibility Vest – BS EN 471
- Head Protection – BS EN 397
- Safety Boots – BS EN 345 SBP
- Light Eye Protection – BS EN 166 1 F
- Gloves – BS EN 388 / 420

Other PPE that may be required, subject to Risk Assessments is:

- Respiratory Protection.
- Hearing Protection – BS EN 352 1/2/3 (if tasking is deemed necessary)
- Fall Restraint / Protection.
- Enhanced Eye Protection.

to ensure that they and their employees wear mandated PPE and any task specific PPE as required

76.2 Safe System of Work (Risk Assessment)

A list of hazards and risks associated with this project are identified in the Site Health, Safety and Environmental Assessment.

Once work has commenced it is the responsibility of the Project Manager, in conjunction with the Contracts Manager, to keep the overall hazard review as a live document, constantly updating it throughout the course of the project.

Activities and materials identified as potential risks or significant hazards which cannot be avoided or designed out of the project are identified in the Pre-Construction Information and cascaded into this CEMP. FDBL will ensure all sub-contractors are aware of this information prior to producing their own specific risk assessments.

Safe systems of work will be described in Risk Assessments and Method Statements (RAMS). These will be developed and formally reviewed prior to any work commencing.

Copies of all Risk Assessments and Method Statements (RAMS) will be held in the project files along with the evidence of acceptance/approval and the briefing of relevant staff.

The Site Manager will be responsible for producing task specific RAMS for work to be undertaken by directly employed FDBL staff.

Before work commences all sub-contractors must issue FDBL with their site-specific RAMS and have them appropriately reviewed/accepted.

Sub-contractors must provide evidence to FDBL that their operatives have been advised of the hazards within the RAMS relevant to their task and are aware of what control should be in place.

Before work commences an environmental constraint, plan will be completed in order to identify specific activities that are likely to impact on the environment and the appropriate control measures that are to be implemented. On new build and major refurbishment projects the site environmental constraints should be indicated on a site plan which should be posted in the site office.

The level of understanding and the availability of RAMS is verified during induction, during site inspections, during daily checks and during audit.

77.2 Preventing Unauthorised Access to Worksite

Having assessed the site, we foresee full time security being necessary on this site. Note this may be referenced in the contract requirements. Control measures include but are not limited to:

- A competent security guards.
- Physical demarcation/barriers/fencing – Site Hoarding
- CCTV surveillance.

Sufficient arrangements will be in place to ensure that those contacted out of hours are in the event contactable and have sufficient resources available and authority to dispatch resources in response to an emergency.

No materials or equipment that could be used for vandalism shall be left out in an unsecure location, or near fences where they can be used to access the site.

No contractor shall authorise access to the site in the event of an incident, for any other person other than personnel or sub-contractors, without agreeing the arrangements with FDBL or the FECIL Representative.

All personnel working on site and visitors to the site will be required to sign in and out at the site office

78.2 Temporary Works

FDBL will take due consideration for controlling the risks arising from the design and use of temporary works, including updates to the Project Risk Register. Temporary works have been identified during the construction phase and will be identified within the Temporary Works Register.

FDBL manages 'Temporary Works' in accordance with our TW process, which assures compliance the requirements as defined in BS5975: 2008 "Code of practice for temporary works procedures and the permissible stress design of falsework".

FDBL will appoint suitable competent staff to assure compliance with its procedure and such appointments will be made in writing. Details of appointments for Temporary Works Coordinator's, Designers, Design Checkers and Supervisors will be maintained on site along with copies of their letters of appointment. A list of hazards and risks associated with this project are identified in the Site Health, Safety and Environmental Assessment.

Once work has commenced it is the responsibility of the Site Manager, in conjunction with the Contracts Manager, to keep the overall hazard review as a live document, constantly updating it throughout the course of the project.

Activities and materials identified as potential risks or significant hazards which cannot be avoided or designed out of the project are identified in the Pre-Construction Information and cascaded into this CHSEQ Plan. FDBL will ensure all sub-contractors are aware of this information prior to producing their own specific risk assessments.

Safe systems of work will be described in Risk Assessments and Method Statements (RAMS). These will be developed and formally reviewed prior to any work commencing.

Copies of all Risk Assessments and Method Statements (RAMS) will be held in the project files along with the evidence of acceptance/approval and the briefing of relevant staff.

The Site Manager will be responsible for producing task specific RAMS for work to be undertaken by directly employed FDBL staff.

Before work commences all sub-contractors must issue FDBL with their site-specific RAMS and have them appropriately reviewed/accepted.

Sub-contractors must provide evidence to FDBL that their operatives have been advised of the hazards within the RAMS relevant to their task and are aware of what control should be in place.

Before work commences an environmental constraint, plan will be completed in order to identify specific activities that are likely to impact on the environment and the appropriate control measures that are to be implemented. On new build and major refurbishment projects the site environmental constraints should be indicated on a site plan which should be posted in the site office.

The level of understanding and the availability of RAMS is verified during induction, during site inspections, during daily checks and during audit.

A temporary works register will be compiled outline current and forthcoming temporary works items. Existing site hoarding will undergo an inspection by Niall Kealy FDBL Temporary works engineer. The TWE will assess the structural integrity of the existing boundary hoarding and decide where further works are required. If required, a EDB and design will be developed before works beginning. All other TW items will be discussed and planned.

79.2 Asbestos

As there are no existing structures on site it is not expected that Asbestos will pose a hazard for this project. However, it should be noted that:

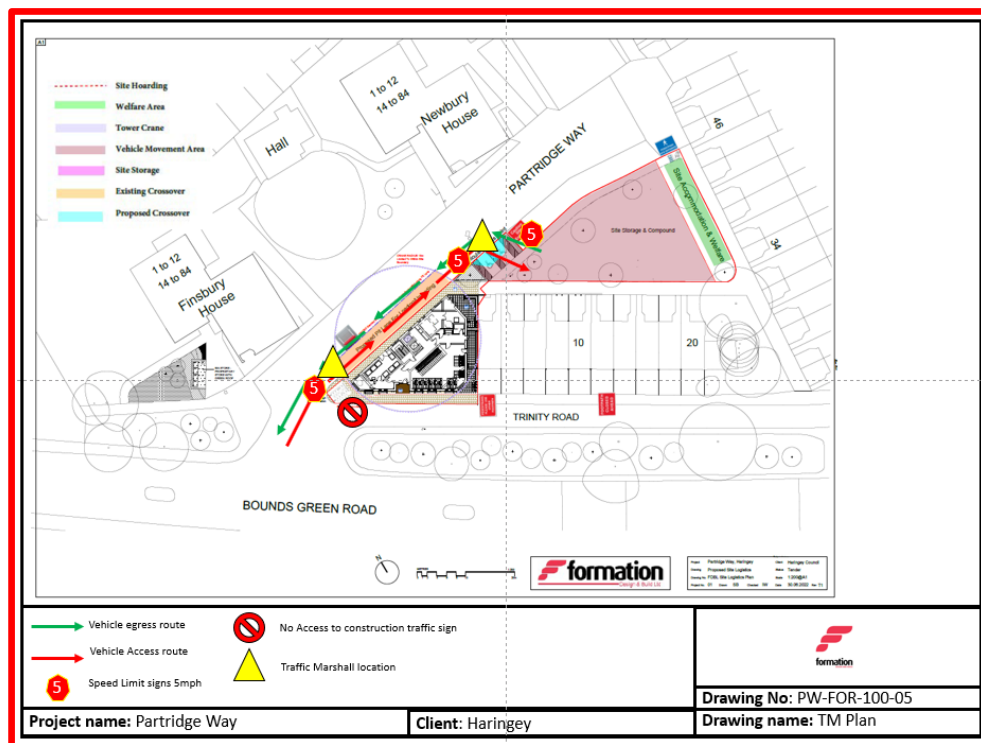
- Asbestos is a naturally occurring mineral within the soil (or possibly fly tipped and built over during construction of the car park)
- There is the potential for Asbestos containing materials to be found within the lights on the underside of the flyover and within the substation
- There is the potential for fly tipping (potentially including Asbestos waste) in or near the site. An adequately secured site should minimise the risk to site operatives from this.
- There is the potential for Asbestos containing materials within the light fixtures on the underside of the overpass and within the UKPN substation. These items are outside the designated work area for the project and therefore should not be interfered with by site operatives without permission, surveys and a safe system of work put in place

It is understood that any Asbestos identified has been previously removed during the demolition phase.

- Clearance certificates will be issued before other trades are allowed into the area.
- Should unidentified ACM be suspected, all works in the vicinity will be suspended and the Site Manager informed
- It is FDBL policy that no employee shall remove any asbestos containing materials or materials suspected to contain asbestos; these shall in all cases be removed by a competent, licensed asbestos removal specialist.
- If we encounter asbestos, works are to stop works and environmental company are to be contacted to advise further.

80.2 Traffic Management

A Traffic Management Plan including agreed delivery times, unloading options, public diversions, routes avoiding school times, holding areas, a booking system, traffic marshals, banksman, site speed limit will be in place. The Traffic Management Plan should be communicated to subcontractors, suppliers, visitors prior to their arrival on site. Please refer to traffic plan for vehicle access below



Once on the site all personnel, delivery drivers and visitors, etc. must stay strictly within the clearly marked designated vehicles and pedestrian routes, as detailed on the traffic management plan.

To maintain vehicular/pedestrian safety FDBL and its sub-contractors will organise the site in such a way that, so far as is reasonably practicable, pedestrians and vehicles can move safely and without risk to health and safety. Drivers will be instructed to observe normal Highway Code requirements, mandatory speed limit of 5 mph and to take additional precautions when in the vicinity of pedestrians.

A route suitable for emergency traffic shall be provided and always maintained. Care is required to ensure that access for emergency services is not impaired during delivery or collection of plant and materials.

Once in the compound all personnel, delivery drivers and visitors, etc. must stay strictly within the clearly marked designated vehicles and pedestrian routes.

Sub-contractor car parking is not available on site.

81.2 Parking and Site Logistics

Consideration must be given to local parking which may be affected by contractor or subcontractor vehicles. There should be appropriate workforce parking arrangements in place that should be properly managed and communicated to ensure compliance.

Due to the central city location and close proximity to the city centre, there is minimal parking within the local proximity of site and limited parking on site. All operatives will be advised to use public transport to and from the project with the nearest bus stop, tram stop and railway station.

All site logistics must be pre-planned, comply to the site rules, and report to the site security on entering the site. Drivers entering site must obey directions provided by the traffic marshal. Access to site is Via Dantzic Street with a preferred route off the A6010 to avoid the City Centre.

82.2 Electricity and Gas at Work (including Permits to Work)

- The identification of hidden services will be carried out prior to commencement of any work through scanning and marking out
- Existing services (gas, water and electrical) affecting safety will be isolated and permits to work issued. Any services retained for temporary supply will be clearly labelled as being live
- Hot work permits will be in place for all hot works
- Isolation permits will be in place for all electrical works and any works where electricity is deemed to pose a risk e.g. wet trade works around live electric sockets
- Changes to gas and electrical system will be subject to statutory inspection by competent persons (NICEIC/Gas Safety Scheme) prior to re-commissioning. Certificates will be held on site
- Where Photovoltaic systems are installed details of the registration of such systems and copies of the appropriate certification will be retained on project files and provided on completion as part of the project the health and safety file
- Electrical and Gas testing requirements are specified in inspection and test plans
- Low voltage electrical or battery equipment will be utilised for completing the work.

83.2 Prevention of drowning

Not required as project is not located near a water course.

84.2 Emergency Planning (Fire Prevention, First Aid and Environmental, Fire Risk Assessment and Fire Marshal roles)

- We will ensure Fire Safety in Construction Hsg.168 is always followed
- The Emergency Response Plan will be displayed in the site office and briefed during induction. See Appendix J (FRM 1079)
- Smoking is limited to a designated smoking area and is not permitted in any building.
- Emergency evacuation of offices and satellite offices will be tested on a regular basis.
- Fire extinguishers will be available at designated fire points (as identified on the fire plan) and the point of work for any hot working
- A project fire risk assessment will be completed
- We will have designated fire marshals.
- A qualified First Aider will be in attendance on site through-out the duration of the work
- The minimum number of first aiders will be determined through risk assessment
- A map of the most direct route to the accident/emergency unit will be posted in the Site Offices and on the Health & Safety Notice Board(s)
- In accordance with the Environmental Risk Assessment for the site an Emergency Environmental Response Plan will be prepared by the Contracts Manager.
- In potentially dangerous/environmentally damaging situations FDBL will take all necessary precautions to minimise the effect of the danger but only if this can be achieved without putting any person at risk. If this situation arises the site will be secured and a plan of action will be agreed which will eliminate all risks to personnel, including those employed on adjacent land/premises
- Emergency response plans and procedures shall be communicated to all site staff through induction training and toolbox talks as necessary. The effectiveness of the emergency plan shall be routinely tested and recorded using FRM 4102 'Emergency Response Test Record'.

9.1.6 Actions to Protect Personnel in an Emergency

Site specific Emergency Plan(s) are provided for all projects for foreseeable emergency situations. These are published and displayed on site and briefed to visitors and workforce during the Site Induction.

Arrangements will be put in place for the summoning of emergency services to the site. This will include specific information of who will summon the emergency services; who will meet the emergency services and where; and how the emergency services can access the site. This may require prior contact to be made with the emergency services to establish the way to achieve these requirements.

Examples of emergencies are listed below but not limited to:

- Fire or explosion.
- Confined spaces.
- Flooding.
- Radiation.
- Heavy rainfall / snowfall.
- Electrical power supply failure/blackout.
- Discovery of unexploded ordinance (UXO).
- Asphyxiation.
- Terrorism attacks.
- Unplanned structural collapse.
- Utility emergencies.
- Security (to prevent unauthorised access in an Emergency).
- Measures to limit Health and Safety consequences may include:
- For-cause Alcohol and Drug testing.
- Stopping of work in all or part of the site.
- Prioritisation of resources.

Actions to limit environmental effects are detailed in the Environmental Management Plan.

A site dedicated Fire and Emergency Plan/ will be created, site specific once the site is opened

9.1.7 Fire Safety

Fire hazards will be addressed as part of the project risk assessment process. The subsequent control measures will be incorporated into the relevant RAMS

A fire risk assessment will be conducted by a competent person at each part of the operational site and will include measures to prevent fire and hazards associated. A site plan/diagram will be published showing all parts of the site layout and where emergency refuge points are and emergency firefighting equipment, which will be displayed on the site notice board and briefed as part of the induction.

A site dedicated Fire and Emergency Plan/FEP and Fire Risk Assessment/FRA will be created, site specific once the site commences works

9.1.8 Evacuation

All site personnel and visitors must sign in and out of site using the site attendance register, including at lunch time. This site attendance sheet will be used to take the roll call in the event of a site evacuation.

In the event of an evacuation the person in charge of works (Site Manager) will take the lead in ensuring the alarm is raised, the muster point agreed and the roll call takes place, the relevant reporting takes place. In some cases, for example in a gas emergency, evacuation may include neighbouring properties. Until the situation is being controlled by emergency services the person in charge or works shall take the lead.

CONSTRUCTION MANAGEMENT AND ENVIRONMENTAL PLAN

9.1.9 Summoning Emergency Services

The person in charge of works shall be responsible for summoning the emergency services to site unless discharged to another person. In some locations it may be required to send someone to meet and escort the emergency services. Site access shall be sufficient for the size of emergency service vehicles.

9.1.10 Water Emergency

Working on, over or adjacent to water is subject to detailed and specific risk assessment and control measures shall be in accordance with the approved safe system of work. Where there is a risk of a fall into water emergency then a site-specific emergency plan shall be produced.

The site does have a nearby watercourse (River Wandle) and potentially a level of perched water at the West end of the site, however there is no planned work over or adjacent water.

There may be recourse to remove waste water from site and to mitigate risk of pollutants potentially entering the water courses hence we have summarised the risks below:

<u>Item</u>	Management of Site Water and Water pollution incidents
<u>Source</u>	Oils and fuels. Rainfall/Silt Contaminants
<u>Preventative Action</u>	Temporary and permanent drainage will be considered within the earth bund construction and a full-time water extraction bowser will be maintained on site to collect/discharge any overrunning water in local areas due to large expanse of area on site. All foul water and surface water drain downstream of the site works as well as the relevant water authority will be identified. Underground services will be investigated and identified to avoid damage to them. All containers and tanks will have clear notices of their contents and how to handle them. Stockpiled material will be protected to reduce rainwater infiltration. In the event of a spillage causing pollution to water (i.e. discharged into drains) or land, the source will be contained, and the Environment Agency will be notified.
<u>Target</u>	To protect receiving water bodies from accidental pollution.
<u>Monitoring and Observation</u>	Water consumption for site facilities, water used for damping down as well as other water supply sources will be monitored by the environmental manager. Unusually high consumption of water will be investigated to prevent undiscovered leaks.
<u>Further Action Required</u>	Prevention of spills during refuelling on site (See fuel and oils spills)

Reference to Further Information

Water Act 2003

Water Industry Act 1991

Environment Agency Pollution Prevention Guideline PPG6: Working at construction and demolition sites. Environment Agency Emergency Hotline: 0800 80 70 60

9.1.11 Utility Emergency

The utility emergency contact details shall be included in the emergency contact details document displayed on the site HSQE notice board.

In the event of a utility emergency, the person in charge of works shall take the lead in the evacuation, summoning the emergency services, if required, and emergency reporting.

9.1.12 Vehicle Recovery Plan

A vehicle recovery plan will outline the arrangements for the recovery of vehicles that become stranded or stuck whilst on site.

If vehicles and plant breakdown on the public highway and require recovering, the vehicle/plant will be made safe and the owner contacted.

85.2 Site Risks and Hazards

FDBL shall assess the risks created by our undertaking so as to identify the measures we need to have in place to comply with our duties under health and safety law.

Risk Assessments shall be produced for each site and reviewed by the Project Manager. Risk Assessments shall be briefed to the workforce. Relevant risks and control measures shall be detailed in the site and activity risks section of the RAMS

In addition to the Risk Assessments a daily Point of Work Risk Assessment will be carried out.

Risk Assessment. Any further hazards identified on site, or during contract review meetings will be risk assessed and briefed to the site personnel and subcontractors as appropriate.

86.2 Ionising Radiation – N/A at Partridge Way

It is a fundamental requirement of the Ionising Regulations that employers take all steps to ensure that exposure to employees (and other people) to ionising radiation is restricted to a level which is as low as reasonably practicable. For specific controls required for sources of ionising radiation on site a suitable Radiation Protection Advisor (RPA) must be appointed.

Refer to Work with ionising radiation: Ionising Radiations Regulations 1999: Approved Code of Practice and guidance L121HSE Books 1999.

Ionising Radiation has not been identified in the site investigation reports we have been issued; we believe it is not likely to occur on this project.

87.2 Ultraviolet Radiation

Workers who work outside for most of the day are at a greater health risk when they are working in the sun. Exposure to ultraviolet (UV) radiation from the sun can cause skin damage including sunburn, blistering, skin ageing and in the long term can lead to skin cancer.

The site team will be reminded through awareness posters and toolbox talks of the importance of wearing SPF cream.

88.2 Demolition or Dismantling (N/A at Partridge Way)

The arrangements for carrying out demolition or dismantling must be planned to eliminate or significantly reduce health and safety risk and must be subject to a site-specific RAMS submitted to the client for acceptance. Control measures shall be addressed for the key issues such as:

- Falls from height- identify the control measures to protect against falls from edges, openings fragile surfaces and partially demolished floors.
 - Hazardous materials- the requirement to identify hazardous materials such as dust, asbestos, and respirable crystalline silica, acids, paints, flammable liquids, waste drums and biological hazards.
 - Injury from falling materials – effective exclusion zones clearly demarcated, covered walkways, high reach machines and reinforced machine cabs.
 - Worker involvement- the arrangements for effective communication of hazards, risks and control measures.
 - Uncontrolled collapse- the method should identify the sequence to prevent accidental collapse of the structure.
 - Risks from connected services- the requirement for isolations of gas, water, electricity and telecommunications and or the requirement for clearly labelling pipes and cables to ensure they are not disturbed.
 - Fire- Consider the emergency fire plan for where hot works are involved.
- Noise and vibration- identify the control measures for protection against loud noise and HAVs. (See HAV's/Noise control Plan and appendices)

89.2 Biological Health Hazards

Where the following biological hazards may be present on site a risk assessment and controls measures must be applied to protect personnel against infection and disease:

- Bird droppings.
- Discarded Needles.
- Rat infestation and rat urine.
- Animal Faeces.
- Stagnant / Infected Water.

Also see COVID-19 section and appendices section 3.38

90.2 Viral/COVID-19 Pandemic

The CORONAVIRUS-COVID-19 (SEE APPENDIX P/Q/R)

FDBL will also ensure, all operatives visitors, clients, sub-contractors and anyone involved with the project will and must always follow the latest NHS 111 and Chief Medical Officers guidelines on the Coronavirus/COVID-19 outbreak. This includes operatives attending and leaving their place of work, in turn not putting any members of the public within the local area and infrastructure of the projects at any greater risk.

Coronavirus and COVID-19 information

Coronavirus disease (COVID-19) is an infectious disease caused by a newly discovered coronavirus. Most people infected with the COVID-19 virus will experience mild to moderate respiratory illness and recover without requiring special treatment. Older people, and those with underlying medical problems like cardiovascular disease, diabetes, chronic respiratory disease, and cancer are more likely to develop serious illness.

The best way to prevent and slow down transmission is be well informed about the COVID-19 virus, the disease it causes and how it spreads. Protect yourself and others from infection by washing your hands or using an alcohol-based rub frequently and not touching your face.

The COVID-19 virus spreads primarily through droplets of saliva or discharge from the nose when an infected person coughs or sneezes, so it's important that you also practice respiratory etiquette (for example, by coughing into a flexed elbow).

At this time, there are no specific vaccines or treatments for COVID-19. However, there are many ongoing clinical trials evaluating potential treatments.

Sets out:

- What we know about the virus and disease it causes
- How we plan for an infectious disease outbreak
- Action taken so far
- What is planned to depend on the course the outbreak takes
- The role we can play in supporting the industry now and in the future

COVID-19 Site Standard Operating Procedures and Lockdown & Mitigation Strategy (Appendix Q)

This document provides the standards that must be followed during the current COVID-19 outbreak.

- To support all FDBL operatives and management in the practical implementation of COVID-19 procedures
- Identify potential cases as soon as possible
- Isolate the operative and inform them to call NHS 111
- Decontamination
- Standard Operating Procedure in the event Lockdown
- Travelling to and from the place of work
- Welfare facilities
- Project cleaning and hygiene standards
- Mitigation Strategy

Interim Guidance Risk Assessment and Supervisor Guide (Appendix R)

Risk categories and exposure information and supervisor and site management guidance for during the COVID-19 outbreak

91.2 Work at Height

- Work at Height Regulations (W@H2005) will always be adhered to and followed
- Working at Height risk assessments will be completed, and a suitable means of access described in the task specific method statement for implementation during the work
- All scaffolds will be in accordance with TG20:13 for standard scaffold or subject to specific scaffold design where scaffold is non-standard
- Any work requiring temporary access equipment will be assessed and suitable controls identified and implemented
- Records of design and inspection will be retained on site for the duration of the work, including compliance certificates, handover certificates and inspections.
- All those involved in any working at height activities will be approximately trained for the task in hand e.g. leading edge, harness inspection, CISRS, IPAF and PASMA etc.
- Protection fans will be installed as per the drawing and site requirements
- Exclusion zone management systems will be implemented as one of FDBL core objectives to ensure those below are safeguarded.
- Chin straps are used for works at height as a preventive measure, any working platform above the installed facade is a requirement

92.2 Working at Height (advanced work management)

Any working at height must and will be managed in accordance to the Working At Height Regulations 2005, no works at Height can and will be carried out until full RAMs are submitted, reviewed and approved by our HSQE W&H specialist and the FDBL HSQE Director/Luke Hands has approved.

- Working at Height risk assessments will be completed, and a suitable means of access described in the task specific method statement for implementation during the work.
- All scaffolds will be in accordance with TG20:13 for standard scaffold or subject to specific scaffold design where scaffold is non-standard.
- Any work requiring temporary access equipment will be assessed and suitable controls identified and implemented.
- Records of design and inspection will be retained on site for the duration of the work, including compliance certificates, handover certificates and inspections.
- Personal Works at Height equipment must be provided, inspected and maintained in accordance with the W@H regulations 2005

93.2 Stability of Structures

We do not envisage excavating to undermine any existing structures, the risk of this has been mitigated at the pre-construction stage. Hand excavation will be undertaken to close out the risk to determine a known founding level for nearby structures.

94.2 Lone Working, Vulnerable Persons and Aggressive Behaviour

- Lone working may be required but will be subject to a lone worker risk assessment
- FDBL operate a 'Zero Tolerance' policy in relation to violence perpetrated against its personnel, incidents will be reported to the police in the first instance followed by the client. Any person who suffers physical or verbal abuse will immediately leave the area and report the incident internally.
- Vulnerable and elderly members of the public will be dealt with sympathetically and inconvenienced as little as possible.

95.2 Manual Handling and Lifting Devices

- Any requirement for large, heavy or awkward loads will be addressed within RAMS
- Manual handling will be the last possible option for movement of any such loads; it is the policy of FDBL to employ mechanical lifting devices where possible. This includes the use of HIABs / Tower Cranes for loading and offloading materials and movements within site.
- In all cases where manual handling is needed, assessment of the weight and nature of the load will be undertaken prior to commencing a lift, lifting teams will be set up as needed and only manual handling trained personnel will complete the task
- Lifting equipment (e.g. cranes) will only be used when a specific lifting plan is in place. This includes ground conditions surveys and tandem lifting.

Manual handling regulations 2018 and Manual Handling at work HSE guidelines will always be followed (INDG143)

96.2 Biological and Physical Agents

Biological hazards including leptospirosis (Weils disease), legionnaires disease, anthrax, HIV, hepatitis, cryptosporidium, E-Coli and other agents may be present during the work. "It is the client's responsibility to advise FDBL of any such presence" the client has provided an initial soil investigation report where necessary the PC will be responsible for the possibility of re-assessing the site and risks due to the duration of the original investigation and start on site:

- A visual inspection will be undertaken to identify any potential risk areas such as infestation

- Information provided by the client in connection with at risk properties will be reviewed
- Sources of infestation will be eliminated where possible, usually in conjunction with the client
- Personnel are advised to wear the appropriate as specified in the task specific method statement
- Personnel are advised to keep themselves and their workplace clean
- Staff must cover cuts and abrasions on the body during completion of the work • Any sharps discovered prior to, or during completion of the work are removed.

Physical agents such as noise and vibration are managed specifically in accordance with the Noise at Work and Vibration at Work Regulations in that specific risk assessments of the presence and quantity of hazard are assessed and suitable control measures put in place to mitigate risk.

Specific controls include:

- The replacement of tooling with less harmful alternatives.
- Isolating personnel from the sources of harmful noise.
- The operation of vibration tooling within published vibration thresholds.
- Health surveillance and operator monitoring as necessary
- The provision of personal protective equipment suitable for the task and plant being used.

97.2 Confined Space Working

Any work in spaces classified as confined will be subject to a specific risk assessment. This could include rooms and roof spaces depending on the work being carried out and other environmental influences such as the restriction of access, a lack of limited free flowing supply of breathable air, the presence of dangerous gases, vapour/fumes or areas subject to excessive temperatures.

- Where possible, confined space working will be avoided, or personnel substituted by mechanical means
- If unavoidable, a specific safe system of work will be defined within a method statement, submitted by the specialist contractor for review and acceptance by FDBL
- Breathing apparatus and gas monitoring equipment, accident and emergency procedures and rescue equipment are the minimum requirements to be implemented prior to work commencing
- A permit to work system will be operated for any such work
 - All persons involved in confined space working will be trained and competent; records will be checked and held on site prior to work commencing.

98.2 Personal Protective Equipment

- Standard items of PPE include safety footwear and high visibility jacket or coat, head protection, hearing protection, gloves and eye protection
- FDBL specify that PPE must be worn as specified in the site rules and task specific risk assessment/method statement for the work
- FDBL will ensure the compatibility of PPE to maximise user protection in all circumstances
- The specification for PPE in site documentation will be by manufacturer, model name and number, not just by EN number. This is to ensure that the specified PPE is utilised and not substituted for an inappropriate or cheaper option during the process of the work
- Failure to wear appropriate PPE could result in removal from site.

99.2 Sun Safety

- Members of staff on site including sub-contractors receive regular toolbox talks, of which a toolbox talk 'Sun Safety' is included.
- A canteen with fresh drinking water is provided on all FDBL sites as part of the welfare arrangements
- Members of staff on site are encouraged to cover up during hot, sunny weather, apply Sunscreen, take regular breaks in the shade and ensure they drink plenty of liquids. They are also encouraged to seek medical advice from their GP if they notice moles changing shape, colour or become itchy.

100.2 Competency of Personnel

FDBL provides such information and training as is necessary to enable all employees to carry out their duties without risk to the health and safety of themselves and others.

- Only suitably trained and qualified personnel will be employed
- All personnel undertaking work on behalf of FDBL will be required to provide evidence of appropriate competencies for each task (e.g. CSCS, scaffold erection, Gas Safe etc.) Records of checks and actual competencies will be maintained on site as well as the project training matrix
- Competence assessments and training needs are identified annually by Line Managers
- The provision of project specific training will be co-ordinated by head office.

101.2 Housekeeping and Personal Safety

- All sites will be kept tidy and free from slipping and tripping hazards. Debris will be cleared and removed from the work area regularly throughout the day
- Items of materials found to be surplus will be removed from site or secured to prevent vandalism, theft and misuse.
- Deficiencies in housekeeping will be rectified immediately to ensure compliance with waste management regulations regarding the escape of wastes
- FDBL encourages the use of its “Don’t Walk By” philosophy for all staff to deal with immediate safety problems and gives confidence that their views will be given serious consideration without recrimination.
- FDBL also operate safety initiatives such as Take 5 and See it, Sort it, Report it.

102.2 Installation, Conformity and Traceability

- The Site Manager will monitor conformity to design, regulatory and technical parameters
- As fitted information will be detailed on appropriate records and collected at the end of each day
- Testing and commissioning of gas and electrical activities will be undertaken in accordance with the Gas Safety (Installation and Use) Regulations 1998 and Electrical IEE Wiring Regulations 17th Edition
- The types of equipment to be tested are described within the inspection and test plan
- Records of tests will be forwarded to the clients CDM Co-ordinator for inclusion within the health and safety file and a copy held on site
- Inspection and test equipment, requiring calibration to national standards will be subject to calibration checks
- Inspections of workmanship quality will be carried out and recorded. Deficiencies will be re-programmed and rectified prior to hand over.

10 Monitoring Arrangements

10.1.1 General Monitoring

Regular project meetings will be held (frequency to be agreed with FECIL prior to project start date) throughout the design and construction phase. Progress Meeting will be held at the end of each month and progress report issued by FDBL incl dropline programme to measure progress.

The following means are used to monitor projects for conformance and compliance with processes and procedures, standards, and legislation, these include:

- Planned site inspections at regular intervals (site management/supervisors' weekly inspections, HSQE Advisor monthly recorded inspections, Senior Management / Director Tours, other project specific frequent recorded inspections).
- Statutory Inspections (LOLER, PUWER).
- Audits.
- Incident reviews.
- Near Miss trends.
- Medical surveillance.
- Drug and Alcohol testing.
- Complaint's monitoring – Please see Appendix B for the Complaints procedure.
- Certification audits.
- KPI's.

10.1.2 Staff/Workforce Monitoring

Regular Tool-Box Talks (TBT) carried out by managers and supervisors will encourage the workforce to speak up about subjects/issues that affect the workplace or their safety. Each day will begin with DSB (Daily Safety Briefing) which will cover the works planned for the day, the sequence in which the work will be done, what the risks are, and the mitigation measure that are in place.

The above with an open-door policy to managers office we promote the workforce to engage with how and when the activities are been carried out. In addition a group chat services with as many of the operatives onsite as possible also complements the 1 to 1 communication from manger to operative works well.

103.2 Arrangements for Monitoring (Site Inspections and Checks)

FDBL operates an inspection policy that ensures all inspections are recorded and results reviewed as part of the monthly Safety and Environment Meetings. Inspections include the activities of subcontractors. FDBL use view point software to track manage all quality inspections.

The FDBL site management team will monitor the health & safety working practice of direct employees and sub-contractors daily. The Site Manager/H&S Advisor will undertake a formal health, safety and environmental inspection on a weekly basis and record findings on the weekly SM inspection sheet.

Formal HSQ&E audits and inspections will be carried out by the H&S Manager or his nominated representative. The H&S Manager and HSQ&E advisor will conduct regular surveillance visit to site including daily checks of excavations by the site supervisors prior to works commencing. Senior Management will conduct regular surveillance visits to site.

FDBL will encourage joint inspections with the Client and its subcontractors during this contract. Records of inspections and audits will be retained on site and on FDBL online database.

104.2 Statutory Inspections and Improvement Notices

Following any HSE and other enforcing authority visit or inspection, FDBL will record improvements required, developing an appropriate action plan and ensuring that action is managed to an acceptable conclusion. All contact with enforcing authorities is reported upon at Board level meetings. The Client will also be notified as soon as possible.

105.2 Drugs and Alcohol

FDBL operates a 'zero tolerance' policy in relation to the consumption of drugs and alcohol by its employees and sub-contractors whilst at work. Any member of staff arriving for work, considered to be under the influence of any substance, will not be allowed to continue to work and could face disciplinary action.

106.2 Site Security

To comply with the Construction (Design and Management) Regulations 2015 FDBL have a duty to 'take reasonable steps to prevent unauthorised access to the site'.

The Contracts Manager will undertake a survey to assess the risks to security regarding the location of the site and complete the 'Site Security Plan' found in Appendix L. The FDBL HSQ&E Department can be called on for advice or assistance in completing the security plan.

The purpose of the plan is to

- Protect the public from inadvertently or purposely entering the project site and being injured
- Ensure timely response of emergency responders in the event of an emergency call
- Ensure the security of on-site materials, plant, and tools.
- Support safe and efficient transportation of materials, equipment and personnel on and off the project site.
- Control site access and limit vehicular traffic.

If required by the site, the person responsible for security will be identified on the 'Project Directory'.

107.2 Confidential Reporting of Safety Breaches

- FDBL strongly promotes open discussion between all levels of personnel on site and the reporting of hazards and breaches of safe systems of work through its Line Managers and HSQ&E Department
- Staff are encouraged to report incidents or hazards confidentially. This is widely publicised by posters throughout the company, which detail the nominated Staff Safety Representatives. These are members of staff who can discuss matters in confidence and represent the staff on matters of safety and health
- During completion of the work, any employee with concerns regarding safety is encouraged to utilise the widely publicised 'don't walk by' principal, in that they stop work, discuss the problem with their colleagues/management and resolve the problem prior to recommencing work
- Problems which cannot be resolved using this process, are escalated through the safety and line management chains for resolution prior to recommencing work.

108.2 Site Unsafe Action/Condition Notification

If any sub-contract employee is in breach of any of the site rules, then FDBL will notify the subcontractor in writing on our standard Yellow/Red Disciplinary Action Notification, FRM-1087, and a copy sent to HSQ&E Director. FDBL will require that those personnel involved be reprimanded or, in the case of a serious breach, be removed from site

109.2 Reporting of Accidents, Incidents and Near Misses etc.

- All accidents, dangerous occurrences, incidents (including environmental) or near misses no matter how trivial they appear, must be entered on the FDBL database
- All incidents will be reviewed on a regular basis with Medical Treatment injuries being reviewed within 3 working days
- The Contract Manager and the HSQ&E manager will manage investigations of accidents / incidents reported in accordance with FDBL-SMS-PRO 124 'Accident and Incident

Reporting Procedure -

- The Client will be informed of all accidents and incidents as soon as possible
- The Health & Safety Executive, Environment Agency or other enforcing body, will be notified in accordance with the company's statutory obligations and reporting procedure.
- Incidents involving sub-contractor employees will be reported to FDBL' Site Manager by the supervisor of the employees concerned, as well as complying with their own company procedures
- The sub-contractor company will be responsible for completing, sending to the HSE and providing FDBL with a copy of the 'Notification to the HSE', Form-F2508, where necessary
- Safety briefings and alerts are used to communicate safety information arising from accident/ incident investigation via the FDBL HSQ&E monthly cascade briefing, email and notice board system.

"The Health & Safety Executive, Environment Agency or other enforcing body, will be notified in accordance with the company's statutory obligations and reporting procedure"

110.2 Environmental Management (General)

An Environmental Aspects and Impacts assessment has been undertaken as part of the Site Health, Safety and Environmental Assessment included in Appendix H. Control and mitigation measures that FDBL will undertake form part of this document. The requirements of identified control measures will be included in task specific method statements.

111.2 Waste Management (Control and Disposal of Waste)

All waste materials must be appropriately disposed of i.e. suitable skips provided.

The site will make arrangements for a suitably qualified Waste Management Company to handle and transport the waste from site. These details will be noted in the SWMP and the site will ensure it has copies of the appropriate licenses and permits before any waste movement is allowed.

Staff will be briefed on the SWMP arrangements as part of the induction.

To prevent waste escape all skips/waste containers will be inspected to ensure that they are in good condition and fit for purpose; they will be kept closed/covered and never over filled.

The following waste streams should be segregated wherever possible, these will be in clearly labelled / signed skips / bins :

- Inert (rubble, concrete, bricks, blocks, tiles)
- Timber
- Plasterboard
- Packaging (cardboard and plastics)
- Hazardous waste (fluorescent tubes, waste paint, mastic containers)
- Scrap metal
- Waste Electrical and Electronic Equipment (WEEE).
 - Asbestos Containing Materials

Non-segregation of waste and the use of general mixed-waste containers shall only be permitted when there is restricted space or access to the site.

Staff will be instructed to never mix non-hazardous and hazardous wastes. Monitoring will be implemented to ensure that this requirement is complied with.

To limit the attraction of vermin, skips/bins will be emptied regularly, especially those containing food waste.

Waste left lying around the site may be deemed as safety risk, fire risk or an environmental risk and will be considered a breach of the specific Environmental and Health & Safety Rules.

Waste will not be taken from site without a waste transfer note or, in the case of hazardous waste, a consignment note.

112.2 Dust / Air Quality

Dust / Air pollution will be prevented in accordance with the controls specified in the FDBL Environmental Handbook. Controls that will be in place on this contract to mitigate Dust and particles entering the atmosphere and to local receptors are detailed below.

- Prior to site clearance erect plywood hoardings around the site boundaries to reduce windblown dust affecting nearby residences and vegetation. Consider using suitable re-used materials in preference to new
- Ensure, when possible, that all vapour and odour generating processes are kept away from receptors
- Site and shape stockpiles to minimise potential for dust generation
- Protect very fine or dry material from the wind
- All haul road areas are to be dust depressed by the use of water to mitigate any dust from exit the site into / onto neighbouring premises.
- Mix grout / bagged materials in enclosed / shielded area.
- Keep drop heights into hoppers and lorries to a minimum
- Make sure exhausts do not discharge directly at the ground.
- No burning on site.
- Provide dust screens to shield residential and other sensitive areas.

A daily dust monitoring record will also be completed by onsite personnel via the form attached in Appendix C

113.2 Air quality & Pollution

Site preparation

- The construction site shall be in accordance with The Control of Dust and Emissions during Construction and Demolition (SPG 2014). Appropriate hoarding shall be provided around the whole working area to reduce dust dispersion.
- The name and contact details of person(s) accountable for air quality pollutant emissions and dust issues shall be displayed on the site boundary.
- Hoardings, fencing, barriers, and scaffolding shall be regularly cleaned using wet methods (not blowing with compressed air lines) to prevent re-suspension of particulate matter.
- Where site space and layout plans permit, an adequate area of hard surface road shall be installed between wheel wash facilities and the working area egress points.
- All the appropriate spill kit cleans up and containment materials shall be available in strategic locations on site, and they shall be utilized immediately in the event of a spillage occurring.
- A stakeholder communications plan shall be developed and implemented, including community engagement before work commences on site.

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On-site activities

- Dust producing plant shall be kept as far away as possible from sensitive areas (and may be screened). A physical distance and/or barrier shall be created between dust/emission generating activities and receptors.
- Stockpiles shall be covered or seeded to prevent wind whipping, and loose materials shall be removed as soon as possible.
- The materials with the potential to produce dust (i.e., sand, and other aggregates) shall be kept away from working area boundaries and shall be ensured that are stored in bunded areas and are not allowed to dry out unless required for a particular process and other control measures are in place.
- Where practicable, re-fabrication, fabrication and dismantling of materials and machinery shall be encouraged to be undertaken off-site to reduce the need for grinding, sawing, and cutting on-site. In cases where such work must take place, water-based dust control shall be used.
- The site shall use cutting, grinding, or sawing equipment fitted, or in conjunction with, suitable dust suppression techniques such as water sprays or local extraction.
- The site shall implement the use of water to effectively suppress dust emissions.
- Where practicable, identified work activities that have a high potential for dust emissions shall be fully enclosed and the enclosure shall be maintained for the entire duration that the specific work activity is in operation.
- An adequate supply of water shall be available at all work areas for dust suppression measures. Where practicable, used water shall be collected and reused to maximize the use of recycled and non-potable water.
- All dust control equipment shall be maintained in good condition and a record of maintenance and servicing activities shall be kept.
- Drop heights shall be minimised from conveyors loading shovels, hoppers, and other loading (lorries, etc.) or handling equipment, and fine water sprays shall be used on such equipment.
- The movement of delivery materials shall be handled in a manner which minimises dust production and disturbance.
- The site shall provide and ensure the usage of wheel wash facilities near the site exit wherever there is a potential for carrying dust or mud out of the work areas onto the public highways. It shall be ensured that wheel wash facilities are fitted with rumble grids to dislodge accumulated dust and mud prior to leaving the work sites wherever there is a potential for carrying dust or mud out of the work areas. Wheel washes shall ensure run-off is contained suitably on-site to prevent it running into the highway.
- Site runoff of water and mud shall be avoided.
- Long term haul routes shall be provided with hard surfaces. Those shall be regularly damped down with fixed or mobile sprinkler systems and regularly cleaned in dry conditions, using wet sweeping methods avoiding dry sweeping or large areas. Haul routes shall be inspected for integrity and necessary repairs to the surfaces shall be investigate as soon as it is reasonably practicable.
- The burning of material on site shall be strictly prohibited.
- The site shall ensure that bulk cement and other fine powder materials shall be delivered in enclosed tankers and stored in silos with suitable emission control systems to prevent escape of materials and overfilling during delivery. For construction, for smaller supplies of fine powder materials, bags shall be sealed after use and stored appropriately to prevent dust.

Vehicles and equipment

- A speed limit of 5mph shall be imposed on un-surfaced haul routes and work areas. For surface haul routes and work areas the speed limit that shall be imposed shall be 5mph.
- All vehicles transporting loose or potentially dust generating materials to and from working areas shall be fully sheeted.
- Wet materials that have the potential to leak from the vehicle shall be transported in sealed vehicles.
- A method-statement for the reduction of emissions from construction vehicles shall be submitted to the local planning authority for approval in writing prior to the commencement of demolition / construction. All mobile vehicles associated with the construction site shall comply with the standard of the Southampton Low Emission Zone. For HGVs, the standard is Euro 4 for PM. For heavier vans and minibuses, the standard is Euro 3.
- Prior to construction movements commencing, the developer/applicant is to register any Non-Road Mobile Machinery (NRMM) of net power between 37kW and 560kW at <https://nrmm.Southampton/> to help monitor the use of such equipment across Southampton. NRMM used on the site shall be required to meet the following standards (EU Directive 97/68/EC):
- No idling when vehicles are stationary. The engines of vehicles and plant on site shall be not left running unnecessarily.
- Avoid the use of diesel- or petrol-powered generators and use mains electricity or battery powered equipment, where possible. Petrol- and diesel-powered generators shall only be used if mains electricity or battery powered equipment is not available.

Dust inspections / toolbox talks (TBT)

- All employees shall be provided with an appropriate induction and ongoing briefings and toolbox talks (TBT) regarding management of environmental issues (i.e., dust mitigation measures required from the works they are carrying out, etc.).
- Weekly visual dust site inspections shall be carried out to monitor compliance with air quality and dust control procedures, and to monitor site outside the work site.
- Records of inspection results shall be maintained within the respective site offices and make available to the local authority when asked.
- When activities with a high potential to produce dust and emissions are being carried out during prolonged dry or windy conditions, daily dust visual inspections at the boundary of such activities shall be completed to ensure dust and emissions are controlled.
- Record any exceptional occurrences causing dust episodes on or off the site and the action taken to resolve the situation.
- In the event of non-compliance with obvious visual impacts and/or complaints, the following measures shall be implemented: Immediately undertake an investigation of activities on site to ascertain whether any visible dust is emanating from the site or activities are occurring that are not in line with dust control procedures. If on-site sources are identified, the relevant activities shall be rectified and/or suspended where practicable until remedial measures can be implemented. Actions shall be recorded in a site logbook. The activity shall then be monitored to ensure that the mitigation measures are working and that there is no repeat incident. If the cause of the alert is not related to site operations, the outcome of any investigations shall be recorded in the site logbook.

Mitigation against dust:

- Locate dusty activities away from sensitive areas e.g., houses (none in immediate vicinity)
- FDBL will use barriers (e.g., dust screens/ hoarding) to shield residential areas and other sensitive areas from dust
- Store very fine or dry materials within a building or with protection from the wind (erect wind breaks).
- Pave heavily used areas or lay geotextiles
- Regularly clean haul roads and areas of hard standing.
- Enforce speed limits on site. • Enclose, shield, or use dust extractors, filters or scrubbers to plant and equipment. • Make sure exhausts do not discharge directly onto the ground
- Minimise drop heights into hoppers, lorries, or other plant. • Monitor site constantly for dust and damp down as necessary using water spray

Soil Stockpiles:

- Soil stockpiles can be a major source of dust especially in dry and/or windy conditions. To prevent dust, stockpiles can be:
- Sprayed with water
- Covered with plastic or geotextile
- Planted with a suitable grass mix. Where it is viable this can be a very good solution all round – it binds the soil pile, suppresses weeds, and stops dust.

Plant Emissions:

- Internal Combustion emit fine particulate matter (especially diesels), noxious gases such as Carbon Monoxide (CO) and various oxides of Nitrogen (NOX).
- Turn off engines when not in use.
- If black/ heavy smoke is being emitted, ensure that the plant, equipment, or vehicle is immediately taken out of use and serviced.

Abrasive cutting

Abrasive cutting needs careful control. Silica dust – created when working on silica containing materials like concrete, mortar, and sandstone (also known as respirable crystalline silica or RCS) is a cause of the following life-threatening diseases affecting construction workers:

- lung cancer
- silicosis
- chronic obstructive pulmonary disease (COPD)
- asthma.
- Minimise cutting and grinding
- Use dust extractors or suppressors on equipment (e.g., cutters, saws)
- Spray water when cutting paving slabs
- Activities producing dust to be carried out by trained and competent personnel
- Ensure that RPE is correct for the task and that you have been face fit tested for.
- Only wear the model of mask for which you have been face fit tested.
- Regularly maintain equipment (including non-disposable RPE)

Exceedances

- If any of the monitoring parameters are exceeded the form located in appendix P should be completed and forwarded to the designated contact.

PM10 Monitoring

- There are 3 no. of PM10 continuous monitoring stations the details are noted below
- Device details - TBC
Internal ID - TBC
Device Type – TBC
Module – TBC

3 no. of monitoring points as highlighted below

TBC once site set-up has been completed

- PM10 monitoring must be undertaken for a month before construction works shall start. Monitoring shall continue during and after the construction movements.
- The worksite shall have the following Air Quality Trigger levels:
 - an internal “amber” alert of 150µg/m³ set as a 15-minute mean for concentrations of PM10
 - a “red” alert of 190µg/m³ set as a 1-hour mean for concentrations of PM10.
- The worksite shall have automatic alerts direct to the site manager so that when dust levels breach the acceptable limits action can be taken swiftly and effectively. When two amber alerts will be consecutively received, the project manager or the appropriate person(s) shall review the activities to identify any potential dust or particulate sources. If the cause of the amber alert relates to site activity, mitigation shall be put in place to avoid a red alert. When the red alert is exceeded, PM10 monitoring units shall send alerts (emails and/or text messages) to the project manager or the appropriate person(s). If a red alert is received, London Borough of Merton Pollution Team shall be notified.
- Notification to London Borough of Merton Air Pollution Team following a red alert:
 - The project manager shall as quickly as practicably investigate activities on the site to ascertain any visible dust is emanating from the site and identify activities occurring without adequate dust control measures implemented.
 - If it is identified that the cause of the alert relates to the worksite activity, mitigation shall be put in place immediately to reduce impacts.
 - Details of the alert, investigation and actions taken shall be recorded in the site logbook and the London Borough of Merton Pollution Team shall be notified of the event. Within 24 hours of a 190µg/m³ exceedance.
 - If no source of the dust event will be identified on site, and/or if the cause of the alert is not related to site operations, the outcome of any investigation shall be recorded in the site logbook and reported to London Borough of Merton Air Pollution Team through the form.
 - For the entire monitoring duration, every month an air quality monitoring monthly report shall be sent to London Borough of Merton within the first week of the following month. The monthly report shall include Quality Assurance (QA) and Quality Control (QC) information regarding the monitoring units.
 - PM10 monitors should be installed according to the European Directive 2008/50/EC:
 - The flow around the inlet sampling probe shall be unrestricted (free in an arc of at least 270 degrees)
 - There should be no obstructions affecting the airflow in the vicinity of the sampler (normally some metres away from buildings, balconies, trees, and other obstacles and at least 0.5m from the nearest building in the case of sampling points representing air quality at the building line).

- In general, the in-inlet sampling point shall be between 1,5m (the breathing zone) and 4m above the ground.
- The inlet probe should not be positioned in the immediate vicinity of sources to avoid the direct intake of emissions unmixed with ambient air.

114.2 Nuisance, Noise and Dust

FDBL are fully committed to comply with the SPG for Control of Dust and Emissions from Construction and Demolition (2014)

Environmental noise nuisance must be considered by FDBL or its sub-contractors. When undertaking all potentially noisy operations, the best means of reducing levels of noise nuisance must be put in place prior to any works commencing.

Where appropriate and as required under the Control of Pollution Act 1974, it may be necessary to obtain a Section 61 consent from the Local Planning Authority demonstrating best practical means are to be used to minimise noise emissions from site.

Prior to commencement FDBL have carry out an assessment and mitigation for all demolition and construction activities. The scheme shall be substantially in accordance with the best practice guidance entitled "The control of dust and emissions form construction and demolition" published by the GLA in November 2006 (or any subsequent revision) and shall include:

- The identification of dust sensitive premises to be used as the location for dust monitoring, including any arrangements proposed for amending the selected locations if new dust sensitive premises are introduced. (9)
- The frequency and other arrangements for dust monitoring (10)
- The arrangement for reporting the results of dust monitoring and the implementation of mitigation measures to the Local Planning Authority. (10)

The demolition and construction shall thereafter be carried out in accordance with the scheme for dust monitoring, assessment and mitigation for all demolition and construction activities unless otherwise approved in writing by the Local Planning Authority.

The table below is an extract from the GLA document and provides the site evaluation guidelines.

● Low risk sites • Development of up to 1,000 square metres of land and; • Development of one property and up to a maximum of ten and; • Potential for emissions and dust to have an infrequent impact on sensitive receptors
● Medium risk sites • Development of between 1,000 and 15,000 square metres of land and; • Development of between ten to 150 properties and; • Potential for emissions and dust to have an intermittent or likely impact on sensitive receptors
● High risk sites • Development of over 15,000 square metres of land, or; • Development of over 150 properties or; • Major Development referred to the Mayor and/or the London Development Agency, or; • Major development defined by a London borough or; • Potential for emissions and dust to have significant impact on sensitive receptors

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Based on the above we have assessed the site risk based on the square metre area of our specific works along with the type of works. The works area amount to those based of a medium level, and with the works detailed in section 3 we have assessed the site risk as **MEDIUM RISK.**

The Air Quality Dust Risk Category of Medium as stated above has been determined based on “The control of dust and emissions during construction and demolition” published by the GLA in July 2014.

Dust and poor air quality are a major nuisance and among the top reasons for public complaints about construction work. More importantly, certain dusts can cause serious health conditions and nearly all dusts can aggravate existing respiratory conditions. A site logbook will be kept on site by the site manager to record details and actions taken in response to exceptional incident or dust-causing episodes. It will also be used to record the results of routine inspections and record any complaints that may have been received from neighbours

115.2 The identification of dust sensitive premises and monitoring location

FDBL accessed the site and identified various premises surrounding of the site location.

On reviewing the above, we have made the following assessment with regards the dust sensitive premises surrounding the site and best location for monitors. The vast majority of our works activities is neighbouring businesses and amenities to all boarders on the site.

Our first main activity likely to generate dust will come from the substructure works.

Construction activities may give rise to dust and poor air quality. NDV nuisance monitoring is in place in 3 locations on site along with dust monitoring at dust sensitive locations. I.e. Neighbours, the site boundary. Dust and mud (if an open site) around the site and on the roads leading to and from the site will also be closely monitored, by FDBL or its Contractors, and controlled where necessary to prevent nuisance from becoming apparent. FDBL will keep all public highways, public access routes and footpaths clean of mud, materials and construction debris and potential contaminated land materials. Wheel cleaning will take places for all vehicles before leaving site.

During dry periods dust suppression using water mist sprayer will be employed, a 5mph speed restriction will be implemented site wide. Wheel wash stations are detailed on our logistics plans. Refer to below for details of dust control measures.

In addition to this a site logbook will be kept on site by the site manager to record details and actions taken in response to exceptional incident or dust-causing episodes. It should also be used to record the results of routine inspections and record any complaints that may have been received from neighbours.

All pneumatic tools are to be noise suppressed. Plant will be immobilised when not in use. General requirements associated with noise and vibration will be identified.

Any tasks that generate excessive noise levels will have appropriate mitigation measure in place to reduce the nuisance as much as possible.

When/if this parameter is breached as per the below recommendations provided by ARUP, the levels of excess noise will be assessed as to their cause and reason. The noise will be assessed by the relevant personnel onsite and an immediate action plan put into operation to reduce the noise levels below the recommended levels and to a stage of as low as reasonably practicable.

All externally mounted plant, equipment and servicing will be selected by FDBL and the selection process will be / and/or acoustically treated in accordance with a scheme designed to achieve a rating level of 5 dB (L_{aeq}) below the typical background (LA₉₀) level at the nearest noise sensitive location.

On commencing works at the proposed located FDBL will complete a range of data set from the prescribed monitoring points to ensure all noise levels are compliant as per the following: (based on Chapter 12 Noise and Vibration, prepared by ARUP).

- Bedrooms (night time - 23.00 - 07.00) 30 dB L_{Aeq} (individual noise events shall not exceed 45 dB L_{Amax,F} by more than 15 times)
- Living Rooms (daytime - 07.00 - 23.00) 35 dB L_{Aeq}
- Gardens and terraces (daytime) 55 dB L_{Aeq} (where practically possible)

The above measurement is based on the BS5228 'Code of practice for noise and vibration control on construction and open sites'. FDBL will include all further noise assessment / vibration measures provided by ARUP once the confirmed report is issued and complete. FDBL will then ensure compliance with the stated levels and will ensure to provide the new noise level limits to the client.

The frequency for dust monitoring

Dust monitoring unit is to be installed on the hoarding line, to sample the dust generated by the demolition and construction activities.

The sampling of the data will be conducted using specialist air-quality monitoring equipment capable of recording data at up to 1-minute intervals, although a period of no greater than 15 minutes is advised.

The data will be recorded automatically at pre-set intervals and will be downloaded remotely on a regular basis. This will they be circulated to the Local Planning Authority on request.

Pollution Prevention and Fuels Storage

Ground condition will be assessed as part of the planned surveys. There is the possibility of hydrocarbon contamination in the soil because of leaking petrol/diesel/oil from cars.

Oil and fuel storage requirements will be identified and assessed with storage being carried out in compliance with section 6.2.2 'Storage of Fuel, Oil and Chemicals including Refuelling Operations'.

To ensure contamination does not arise all fuel bowzers will be bunded to 110% of their capacity; all re-fuelling will be undertaken at a designated location on site and services of mobile plant will only be permitted on site in exceptional circumstances.

Water Pollution Prevention

The Contracts Manager will ensure the consultation with the local sewerage undertakers and the relevant environmental agencies has been undertaken to ensure that all necessary permissions / discharge consents are obtained prior to discharge of water from site.

In relation to the discharge of water to a storm drain the application of defined best practice is required rather than a permit.

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The HSQ&E Advisor will confirm whether the site is in a Source Protection Zone.

Consideration must be given to the existing site conditions, i.e., permeability of soils and presence of aquifers and abstraction boreholes.

Divert surface water away from stockpiles, place silt screens around stockpiles and vegetate long-term stockpiles

- Keep hard standing and surface roads swept clean.

Due to the proximity to the water way, FDBL will liaise with the relevant councils, we will contact the 3rd party works engineer for any associated works. to ensure all the required permits are in place

Noise Prevention

- Prior to work starting on site nearby noise sensitive receptors will be identified and noise monitoring carried out to establish baseline levels.
- Noise monitoring will be undertaken at the site boundaries and 1m from the façade of sensitive receptors to confirm compliance with contract/ consent requirements
- Vibration survey in adjacent buildings to be carried out by specialist subcontractor during associated works.
- No working outside contract hours without consent from the Project Manager
- Notify the Environmental Health Officer of any particularly noisy works or any works outside the contract hours before construction begins.
- Do not plan noisy activities first thing in the morning or last thing at night in consideration of residents
- Locate accesses away from public areas.
- Ensure all deliveries to site are within the specified working hours
- Locate stationary plant and equipment as far away as possible from sensitive receptors and away from walls.
- Provide acoustic housing / protection around noisy equipment or equipment that is required to run continuously.
- Use hoarding, housings, and temporary stockpiles to screen noise
- Make sure plant such as Generators, Pumps and Compressors are CE marked and marked with the sound power level
- Ensure plant is well maintained. Arrange for any excessively noisy plant & equipment to be removed from site for maintenance
- Break out hard material using hydraulic nibbler and bursters and diamond stitch drilling or sawing. Minimise use of percussive methods.
- Use electrically powered plant rather than diesel if possible
- Minimise noisy assembly practices – fabricate off site where possible
- Report any excessively noisy plant & equipment to your supervisor
- Keep doors on plant & equipment closed
- Switch off engines on plant & equipment when not in use.
- No shouting
- No loud radios

Ecology Protection

If any protected species or habitat is discovered, the works will stop and suitable and appropriate professional advice will be sought (e.g., ecologist, licensed volunteers, FDBL HSQ&E Manager).

Where work in a sensitive area or with a protected species is required, the instructions detailed by the ecologist will be followed.

Contaminated Ground

Contaminated ground will be managed in accordance with procedure FDBL-EMS-PRO-3012. Please refer to this document for further guidance. If during site development unexpected, contaminated ground is encountered, work in the area will stop immediately. The area identified will be quarantined to prevent access. FDBL will seek advice from Watermans in accordance with the materials management plan.

Archaeology

If during development of the site unexpected finds are discovered, then all works in the area will cease immediately. The Contracts Manager will advise the local Planning Authority, seek expert advice, and report the find to the HSQ&E Advisor.

Refer to procedure FDBL-EMS-PRO-3014 for further guidance on the process of ensuring that a full evaluation of a site's archaeological and cultural heritage potential is undertaken and that, as appropriate, measures put are in place to ensure legal compliance.

Heritage / Conservation

The site is in a conservation area. No additional measures necessary – new build only

Vermin Control

To ensure vermin do not become an issue on site, all contractors working on site will be expected to maintain a high standard of housekeeping.

In all instances where vermin are identified/observed on site, specialist contractors will be appointed to deal with the problem.

Method statements will be obtained from the contractor appointed prior to work being allowed to commence.

All wastes generated from the vermin control activities will be collected and deposited in specific waste collection skips.

Measures will be employed to discourage and prevent vermin from returning to site. In the case of pigeons, windows, and openings to vacant buildings to be refurbished will be sealed.

Noxious and Invasive Weeds

Green alkanet, recorded on site, is a category 6 species under the Southampton Invasive Species Initiative (LISI) (Section 3), described as species that are not currently considered to pose a threat or have the potential to cause problems in Southampton

Where there are noxious and invasive weeds on site their location will be detailed on the site constraints plan. The area affected will be quarantined, fenced off and signs posted and access restricted. No contractors will be permitted to enter the affected area.

For further guidance regarding the management of noxious and invasive weeds, refer to procedure FDBL-EMS-PRO-3013, 'Ecology and Biodiversity'.

Client completed surveys prior to FDBL engagement – all clear

Environmental Incidents and Complaints Notification

All environmental complaints and incidents will be documented and recorded on FRM-3103 in accordance with FDBL Environmental Accident, Incident Emergency Procedure by the Site Manager. Environmental Incidents will be assessed during the regular meetings scheduled with the client.

CONSTRUCTION MANAGEMENT AND ENVIRONMENTAL PLAN

Complaints will be managed to ensure acceptable closure as directed by the Contract Manager. Any items raised will be detailed in the minutes during these meetings, the minutes will include close out actions, close out durations as well as relevant notification criteria. Typically, toolbox talks, site or public notices or remedial action plans, as agreed with the customer and Contract Manager.

The Site Manager will communicate the complaint or incident to the Contract Manager and the HSQ&E Director. Refer to procedure FDBL-EMS-PRO-3004, 'Environmental Complaints' for guidance regarding the receipt and review of environmental complaints.

CONSTRUCTION MANAGEMENT AND ENVIRONMENTAL PLAN

CEMP PLAN APPENDIX A - RECORD OF REVIEW OF THE PLAN

SENIOR MANAGER ON SITE TO REVIEW THE HSQ&E PLAN EACH MONTH AND RECORD BELOW

[illegible]

CEMP PLAN Appendix B – Project Directory

The project has been assessed against the requirements of the CDM Regulations and falls within the prescribed requirements as notifiable. The project personnel and CDM appointments are listed below.

Role	Organisation	Address	Position	Contact Names	Mobile Phone	Email Address
CLIENT						
Client	Haringey		Project Manager	Mamta Toohey		mamta.toohey@haringey.gov.uk
Employers Agent	PRP	10 Lindsey Street, London EC1A 9HP		Eamonn De Barra	07436 535773	edebarra@pellings.co.uk
				Amanda Ditchfield	020 8460 3114	aditchfield@pellings.co.uk
SUB-CONTRACTORS						
Principal Contractor	FDB Formation Design and Build Ltd	Oakwood House, 414-422 Hackney Road, London E2 7SY Unit 1, 38 Wembley Hill Road, Wembley, HA9 8FJ	Construction Director	Sean O' Brien	07415106224	sean@formationgroupplc.com
			Commercial Manager	Mick Gordon	07581189651	mick.gordon@formationgroupplc.com
			Quantity Surveyor	Patrick Griffin	07311888191	patrick.griffin@formationgroupplc.com
			Contracts Manager	Mark O'Dwyer	07752023429	mark.O'Dwyer@formationgroupplc.com
			Design Coordinator			
			Document Controller	Laura Williams	07590512202	laura.williams@formationgroupplc.com
Architects	Delta	1-6 Bateman's Row, Hackney, London EC2A 3HH	Architect	Rocio Casado	020 7613 5702	rcasado@deltaarchitects.co.uk
				Alberto Pardini		apardini@deltaarchitects.co.uk
Structural Engineer	Malachy Walsh	2 Exchange Tower, 1-2 Harbour Exchange Square, London E14 9GE, UK.	Director	Philip Bell	07497 513 653	Philip.Bell@mwpe.co.uk
			Engineer	Ranj Sarraj	07447776530	B.Sarraj@MwPE.co.uk
M&E Engineer	NLY	The Coach House Furze Hill Ivy Barns Lane Margaretting Ingatestone, CM4 0EW	Principal Engineer	Nicholas Yankvec	07735 398783	info@nlybuildingservices.com
Landscape Architect	Davis Landscape Architects	15 Illife Yard, London SE17 3QA	Director	Justin Davis	020 7277 1035	j.davis@davisla.com
			Project landscape architect	Shahid Joad		
						s.joad@davisla.com
CONSULTANTS / AUTHORITY						
Building control	Building Control	Haringey Building Control				
Energy Consultant and Planning	NRG	161-165 Kingsland Road, London, E2 8AL		Ryan Thrower	0203 735	ryan.thrower@nriconsulting.org
Fire Consultant	AECOM	1 New York Street, Manchester, M1 4HD, UK	Regional Director, Building & Places	Jigar Pandya	0777-683-6036	jigar.pandya@aecom.com
Acoustic Consultant	Cass Allen	Bedford i-lab Priory Business Park Bedford MK44 3RZ	Associate	Fabio Lassandro	0785220612	fabio.lassandro@cassallen.co.uk
				Neil Morgan		neilmorgan@cassallen.co.uk
				Henry Cox		henrycox@cassallen.co.uk
Secure by Design	SBD		Les Gibbs	Designing Out Crime Officer		leslie.v.Gipps@met.police.uk
Principal Designer	NPS		Andrew Shaw	Associate Director Safety & Risk Management	07740 408010	Andrew.Shaw@nps.co.uk

OTHER CONTACTS

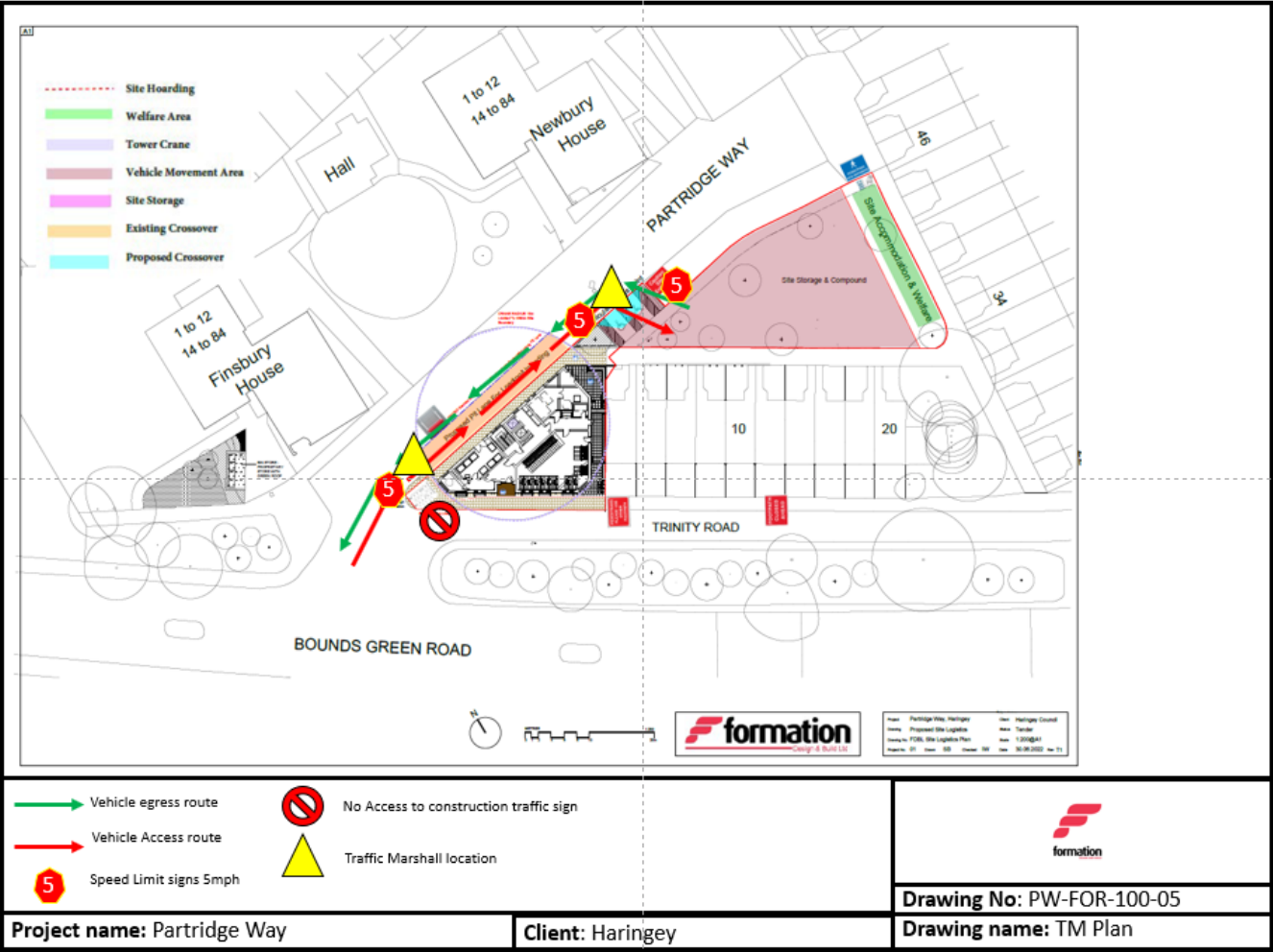
Health and Safety Executive:	0345 300 9923
Environment Agency:	0370 850 6506 (Ravensbury)
Statutory Services Gas:	0800 111 999
Statutory Services Electric:	0800 783 8838
Statutory Services Water:	0800 980 8800
Statutory Services Telecoms:	
Community Association	

Residents Representative	
Other (insert as required):	

CEMP PLAN APPENDIX C - SITE RULES

To be formulated

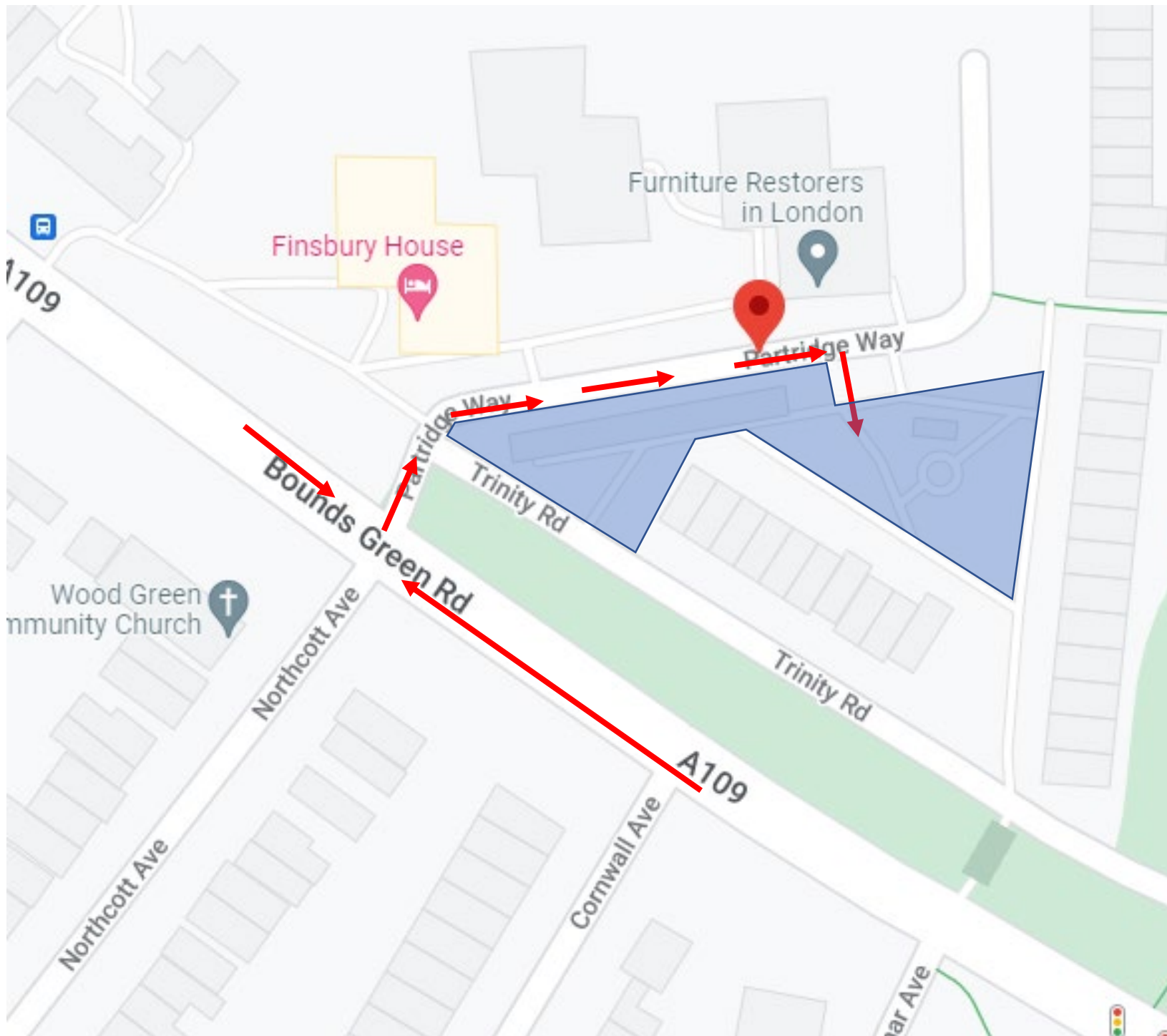
CEMP PLAN APPENDIX D – Site Layout - Logistic Plan



CEMP PLAN APPENDIX E – Risk Register

Key Project Health, Safety and Environmental Construction Residual Risk Register and Assessment (Draft)

Rev: 0106/01/2022												
No.	Risk	Impact	Inherent Risk Risk before controls [0 - 25]			Controls - Currently in place to manage the risk	Residual Risk Score Risk with controls [0 - 25]			Owner	Date	Risk Strategy & Action to be taken (incl. subsequent updates) (Accept*, Treat, Transfer or Terminate)
	Describe specific adverse event	Describe what the impact would be were the risk event to happen	Likelihood	Impact	Score	[Insert control description]	Likelihood	Impact	Score	Responsible party for close-out	Target date for action	[Describe further action required to manage the risk to acceptable level]
2	Design information being at construction stage and approved by all required parties	A programme implication if information is not approved in time	5	4	20	Design team meetings were replaced with weekly design workshops to expedite any potential delay due to information release	3	3	9	All	ongoing	The 4P workflow should be monitored closely to ensure drawings are uploaded, commented on and returned within the agreed timeframes
3	Utilities - placing orders and progressing design and installation works to meet the construction programme	A programme implication potentially affecting PC	3	4	12	This item is to be included in our weekly design workshops with regular tracking and monitoring	1	4	4	FDBL & Design Team	ongoing	
4	Inclement weather	Dependant on the level of abnormality, this may affect workforce travelling to site, usage of cranes, ensuring access routes are safe etc.	2	4	8	Ensure safety advise is utilised and put in to effect				FDBL	ongoing	
5	Sectional handovers - clear barriers to be in place between residents and site operatives	H&S risk primarily as access may be possible for members of the public to access site	2	4	8	when the demarcation lines are accepted by all parties including building control, we must ensure adequate separation is in place between residents and site operatives at all times	1	4	4	FDBL	Prior to Block A Sectional Completion	
6	Working adjacent a rail interface	Possible H&S, programme and commercial impact	4	4	16	All operatives working in the vicinity of the rail interface boundary, will attend a ALO breifing provided by a member of FDBL management. This document is to be reviewed and updated as and when required	1	4	4	FDBL & all site operatives	ongoing	
7	Handover dates including client snagging	Possible programme implication due to a backlog of units awaiting client desnagging and acceptance to facilitate Sectional Completion	3	3	9	FDBL to maintain programme as much as is reasonably possible and advise the client of any date changes regarding snagging as soon as these become apparent. The client team is to allocate adequate resource to snag & desnag units in the agreed timeframe	2	2	4	FDBL and client team	ongoing	
8	Delivery logistics following sectional completion of each block	programme implication and possible disruption to members of the public	3	3	9	All deliveries are to be prebooked with FDBL logistics. Any unbooked deliveries will be refused	2	2	4	FDBL	ongoing	
9	Phase 1 Clients Works	HSE, commercial impact	4	4	16	FDBL to act as PC, works in area need to be controlled / potential Contaminated Land /UXO	1	4	4	FDBL and client team	ongoing	Asbestos Management company introduced to monitor works in area 10/02/20
10	Lifting operations	Operatives on site, HSE , commercial Impact , disruption to members of the public/Network Rail / Southampton Underground	4	4	16	Lifting plan, operatives trained , familiarisation , Out of Service procedure , Daily Briefs	1	4	4	FDBL and client team	ongoing	Continuous monitoring, potential introduction of Camera and recording wind speeds (consultation ongoing)
11	Covid -19	Operatives on site, HSE ,PHE, commercial Impact ,	5	5	25	Following Government guidelines on social distancing, reducing high risk activities , staggered breaks and toilet marshalled to ensure distancing , Opened new changing rooms , regular toolbox talks and supervision	3	5	10	FDBL and client team	ongoing	Continuous monitoring Government advise and toolbox talks with operatives



Site traffic local route

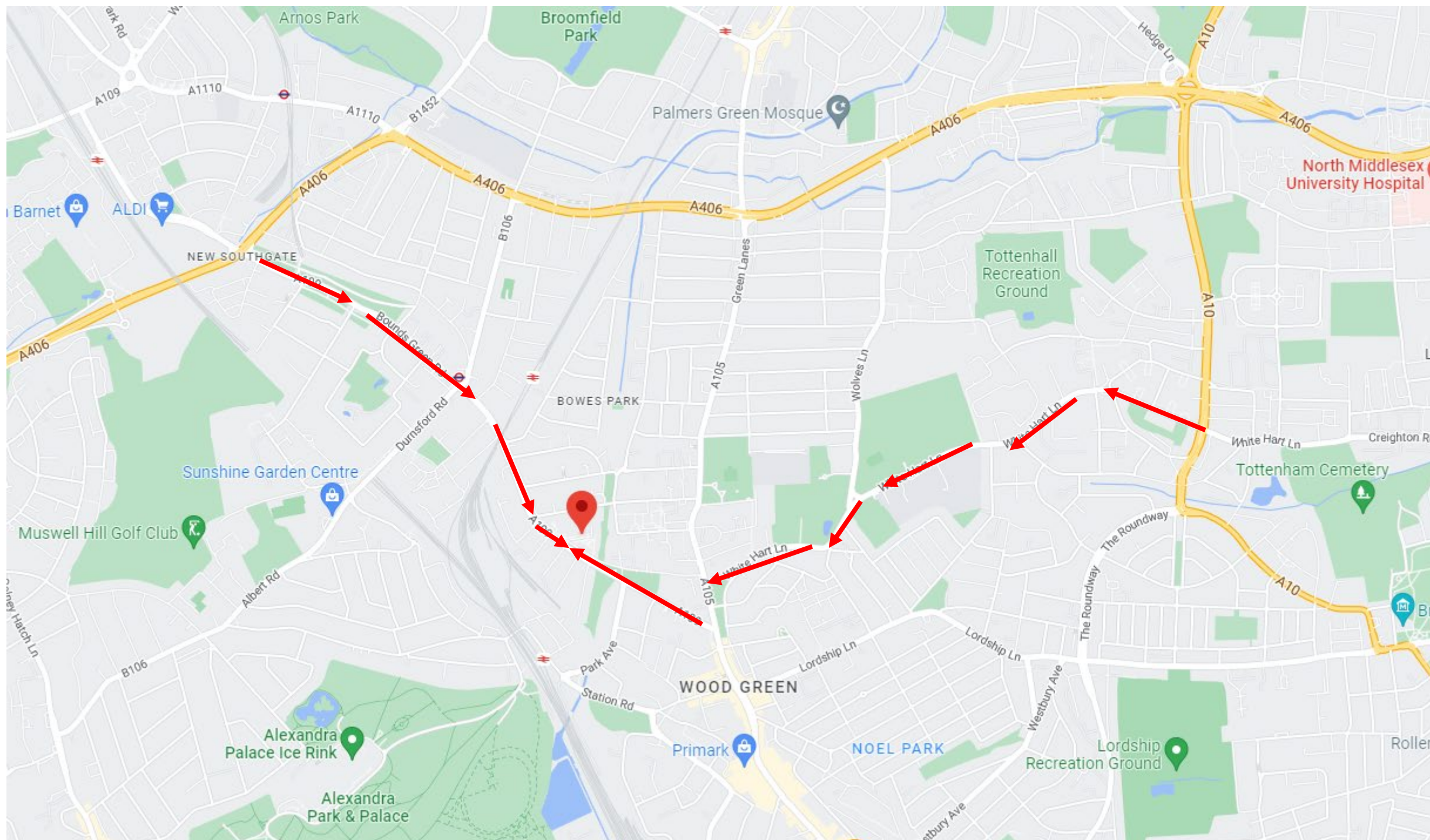


Drawing No: PW-FOR-100-01

Project name: Partridge Way

Client: Haringey

Drawing name: Traffic Plans



Site traffic local route

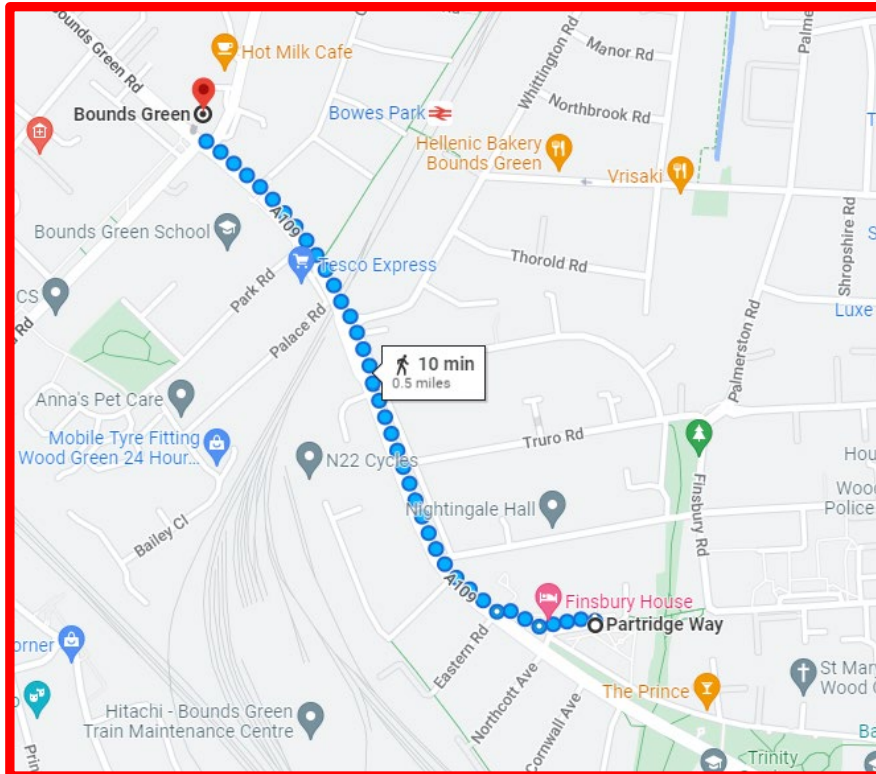


Drawing No: PW-FOR-100-02

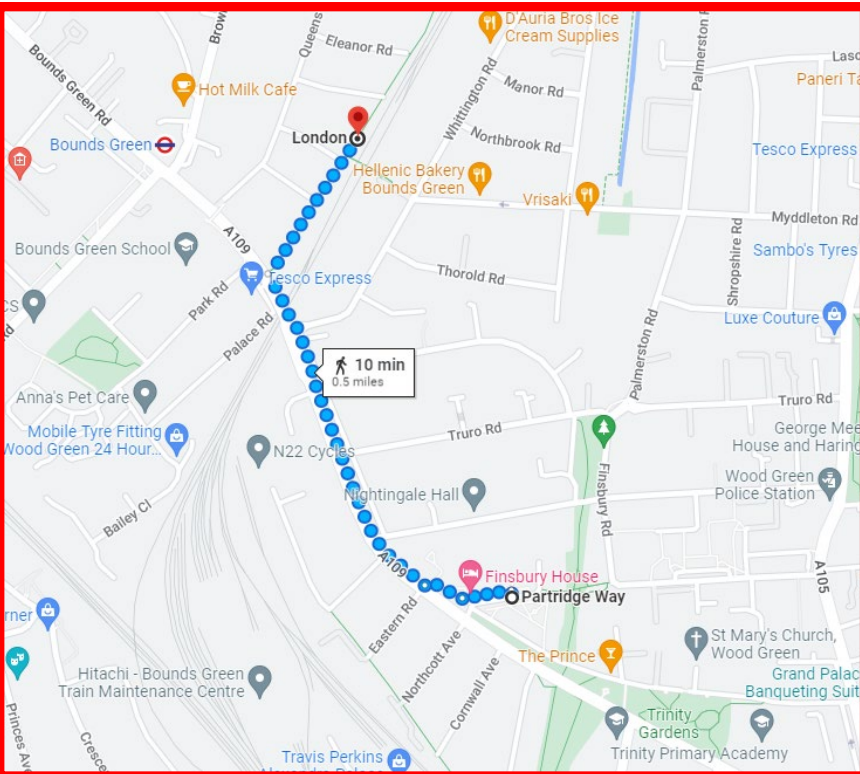
Project name: Partridge Way

Client: Haringey

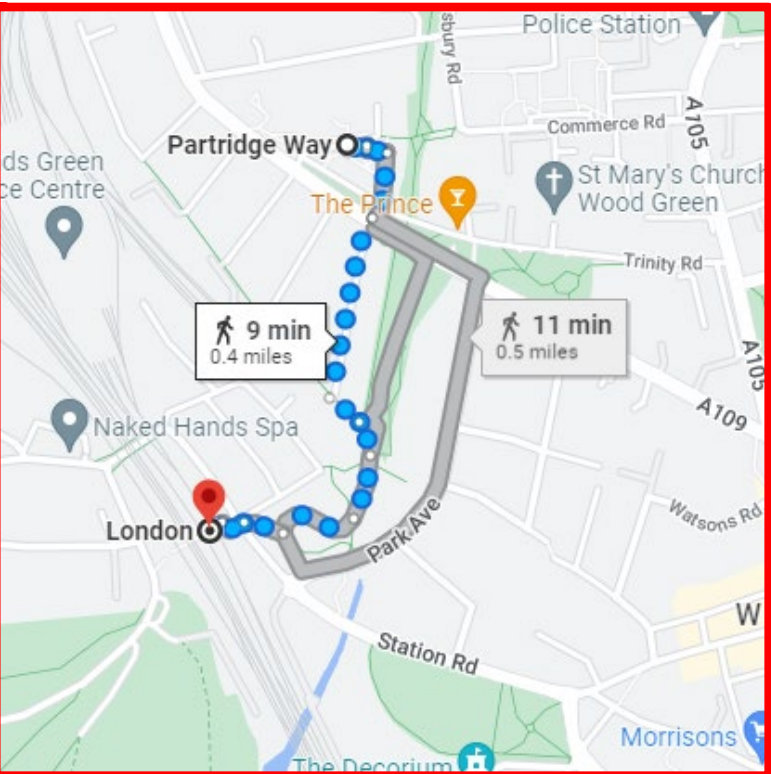
Drawing name: Traffic Plans



Bounds Green Pedestrian route



Bowes Park Pedestrian route



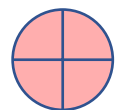
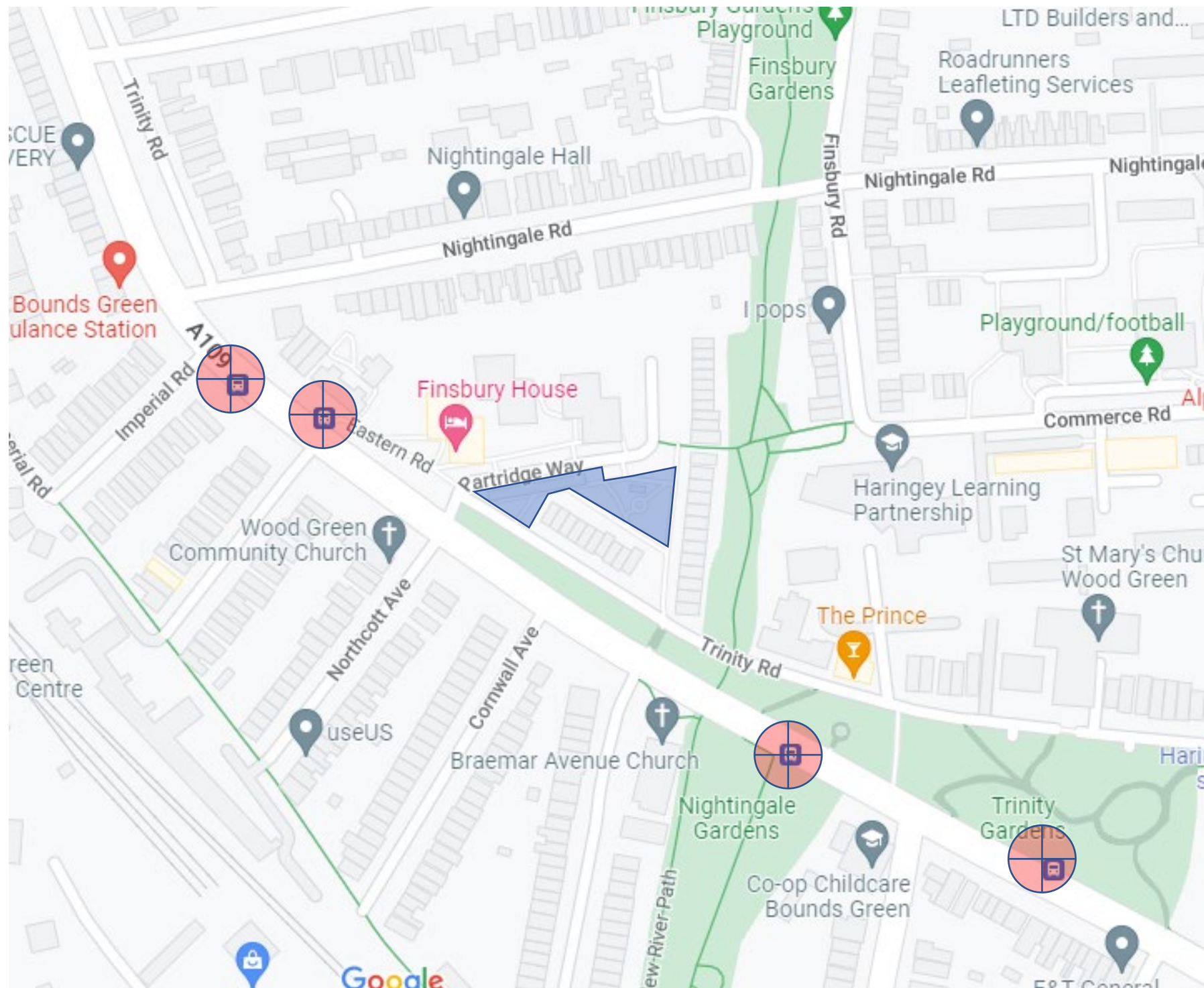
Alexandra Palace Pedestrian route



Project name: Partridge Way

Client: Haringey

Drawing No: PW-FOR-100-03
Drawing name: Station location



Bus stop location



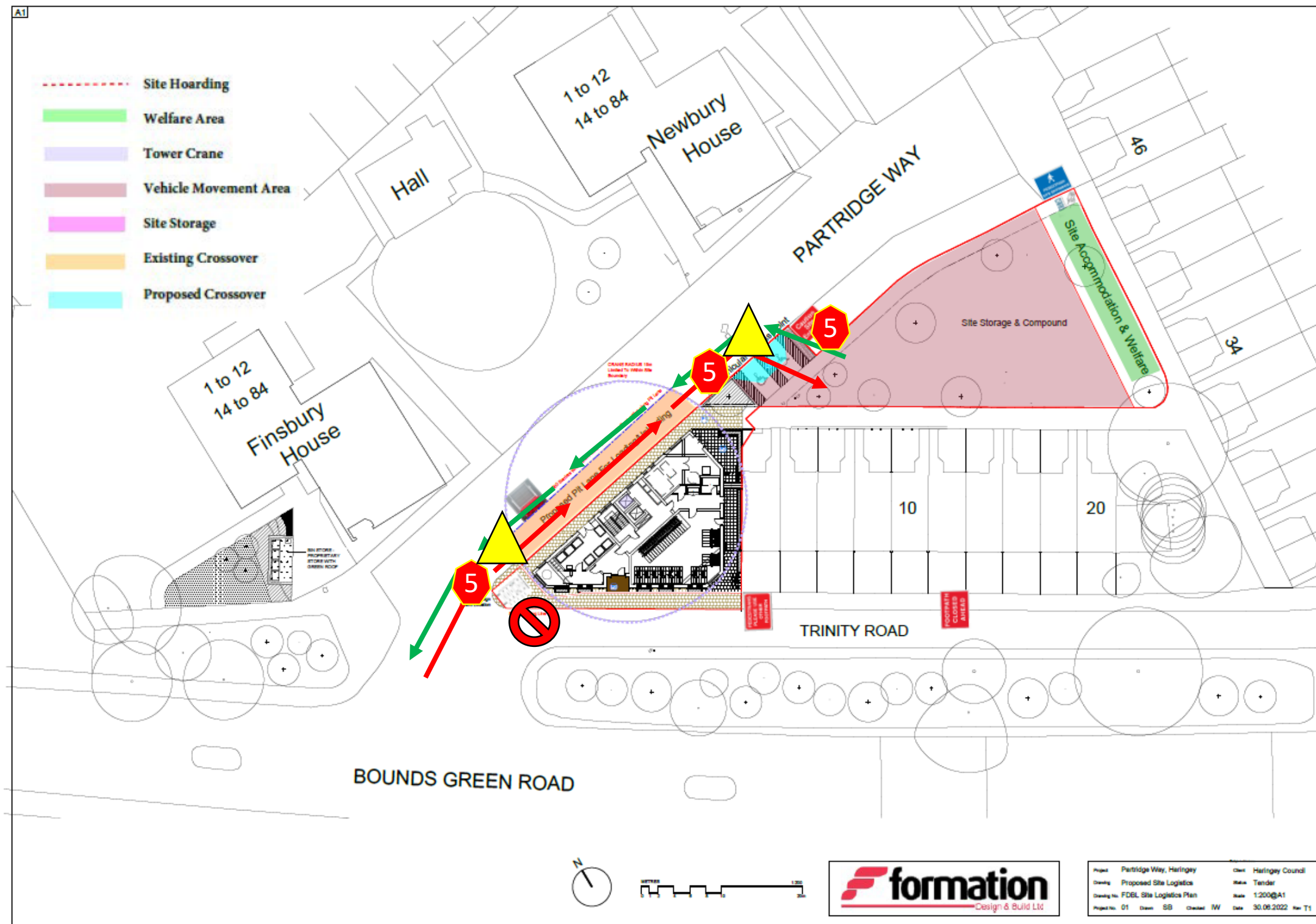
Project name: Partridge Way

Client: Haringey

Drawing No: PW-FOR-100-04

Drawing name: Station location

A1



Vehicle egress route

Vehicle Access route



Speed Limit signs 5mph



No Access to construction traffic sign



Traffic Marshall location

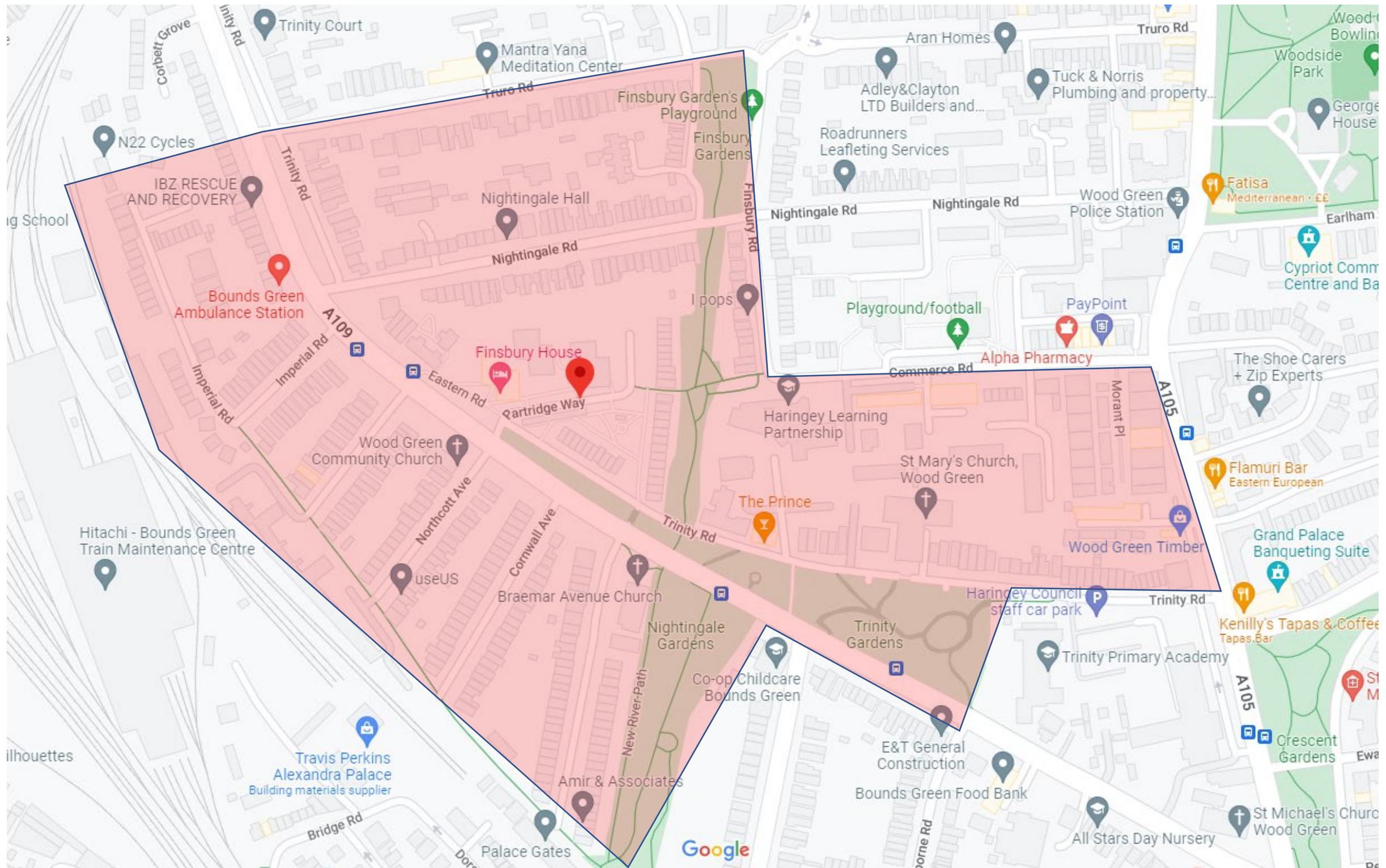


Drawing No: PW-FOR-100-05

Drawing name: TM Plan

Project name: Partridge Way

Client: Haringey



- Vehicle egress route
- Vehicle Access route
- 5 Speed Limit signs 5mph
- No Access to construction traffic sign
- Traffic Marshall location



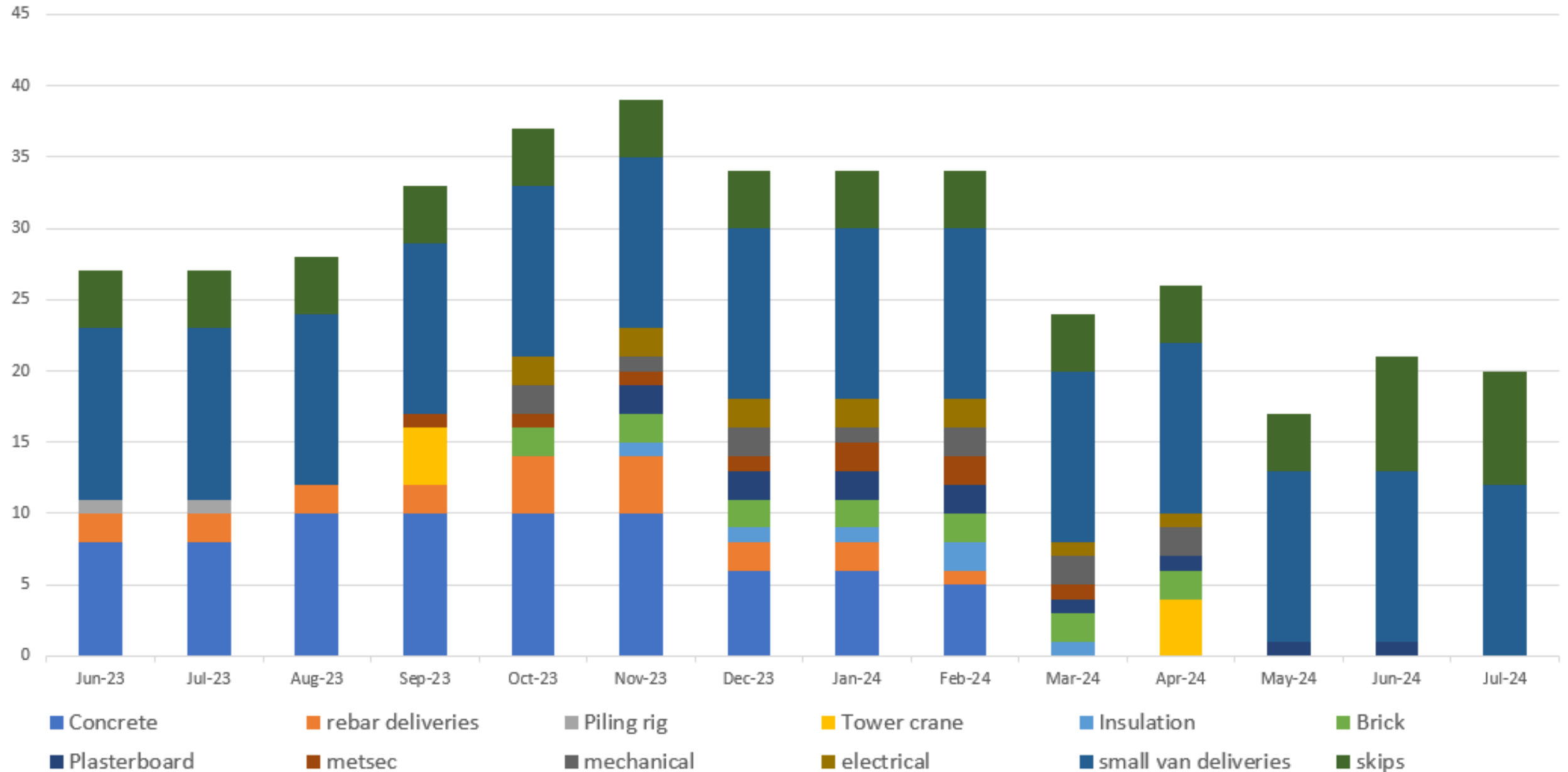
Drawing No: PW-FOR-100-05

Project name: Partridge Way

Client: Haringey

Drawing name: Parking restrictions

Vehicle movement plan



Vehicle egress route

Vehicle Access route



Speed Limit signs 5mph



No Access to construction traffic sign



Traffic Marshall location



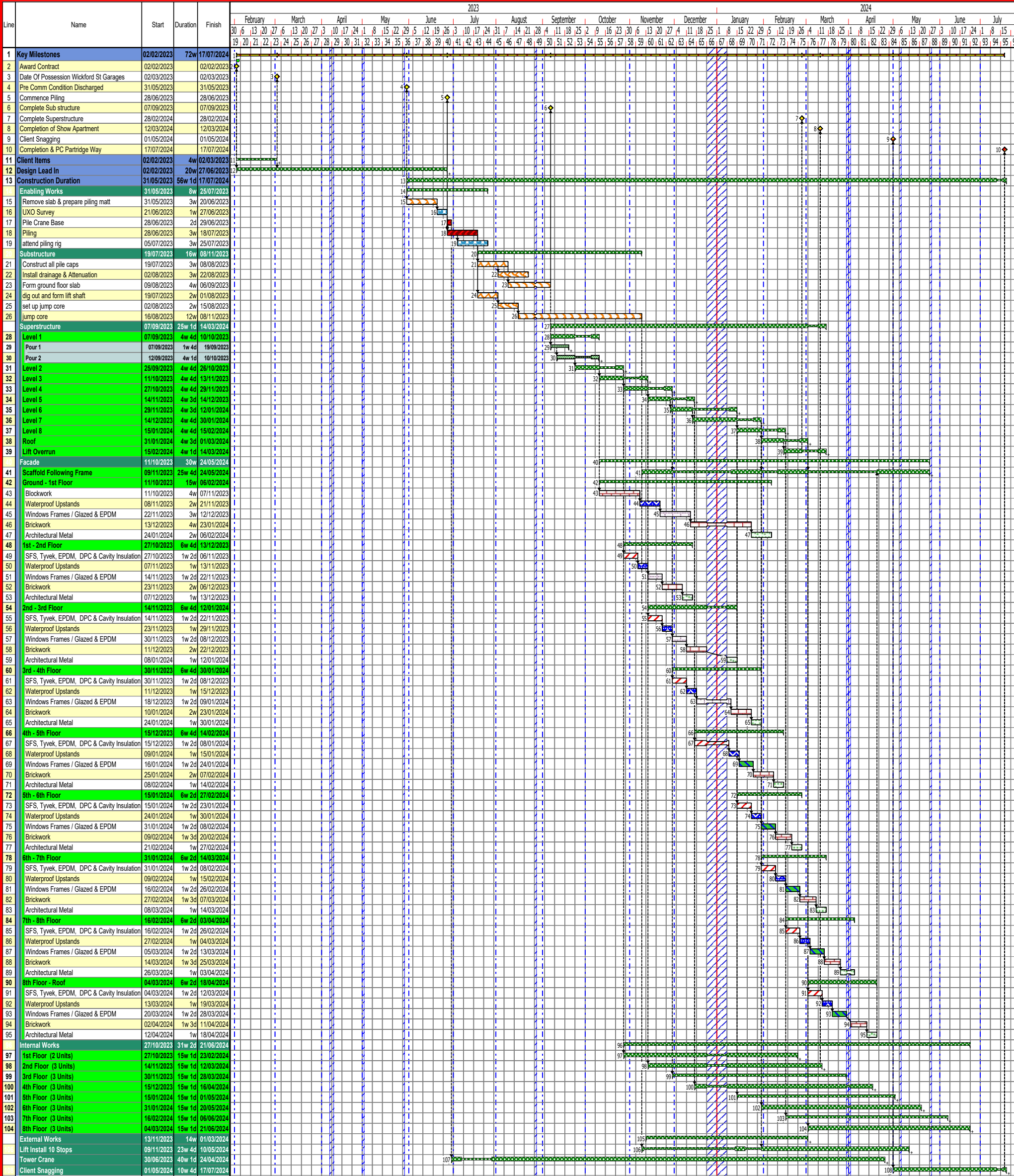
Drawing No: PW-FOR-100-05

Project name: Partridge Way

Client: Haringey

Drawing name: Vehicle movement plan

Partridge Way Tender Programme



Trades Contractor, Procurement Stages

Key Milestones

Default

UXO Surveys

Piler

Concrete Frame

Piling

Bricklayer & Son Ltd

Denvals

Waterproofing

Architectural Metal

Milestone Appearances

Start Milestone