Construction Phase Health and Safety Plan

MIL_FOR_HS_001.3

Plan details:

Project name	Stanhope Road Bridge Replacement		
Contract number			
Project address	Stanhope Road / Avenue Road, Highgate, London, N6 5DF		
Project start date	12/02/2024		
Project duration	11 Months		
Prepared by	Name: A Niemcinskas	Sign:	Date: 19/12/2023
Reviewed and approved by	Name: R Carley	Sign: Ryan Carley	Date: 17/01/2024

Issue log:

Date	Details	Initials
	Received Pre-Construction Information Pack from Principal Designer	
19/12/2023	Construction Phase Plan prepared	AN
17/01/2024	Document reviewed / amended	RC
05/02/2024	Issued Construction Phase Plan to Site	AB
	Accepted on Site for Start	

This Construction Phase Plan should be read in conjunction with:
Milestone Infrastructure Health and Safety Standards document Milestone Infrastructure Health and Safety Policy Appendix A: Site Rules Appendix B: Delivery Driver Site Rules Appendix C: Traffic Management Drawings/ Sketches Appendix D: Site Office & Welfare Plan, incorporating the unloading plan Appendix E: MIL_FOR_HS_005.1 Fire Risk & Emergency Plan

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Revision history – Note: this document must be reviewed every three months as a minimum or more frequently if there is significant change.

Revision number	Summary of changes made	Revision by	Revision date
01	Document Drafted	AN	20/12/2023
02	First Review	RC	17/01/2024
03	Second Review	RC/HS	01/02/2024
04	Third Review - Site timings altered	RC	13/05/2024

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1. Project Details

Project Address

Project name	Stanhope Road Bridge Replacement
Project address	Stanhope Road Highgate London N6 5NB For Deliveries Milestone Infrastructure Compound In College Sports Ground Corner of Stanhope Road / Avenue Road Highgate London N6 5DF (what3works – vibrate.loud.modes)

Description of the Project plus Key Dates

Planned start date	19/02/2024
Planned completion date	11/11/2024

Description of project (scope of works)	Located on Stanhope Road, Highgate in the London borough of Haringey, the Parkland Walk - which is part of London's capital ring, is a disused railway route which is currently being used by pedestrians and cyclists. Part of the Parkland Walk is a bridge which spans over Stanhope Road which has been identified as in need of replacing. This project will consist of the total demolition and replacement of the footbridge, with a new ramp and stepped access. The project also includes the following elements: • Demolition of existing footbridge and abutments • Installation of new drainage including pond construction • Construction of new bridge and associated embankments

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	• Construction of new accessible ramp access, steps and associated landscape works • Surfacing and footway works
Description of existing site and surrounding environment	The 0.8ha site is linear, along a section of the Parkland Walk, the bridge to be replaced is an existing bridge allowing the Parkland Walk to cross over Stanhope Road. The main Parkland Walk Path, running west-east is generally flat or gently sloping, but is set on what was a railway embankment, which slopes down steeply north and south to the housing flanking the path as well as steep slopes towards Stanhope Road at the intersection. The current land use is a local nature reserve and public walkway with grass, shrubbery and predominantly woodland, apart from where the trees have been cleared close to the bridge. Tree schedules, protection plans and surveys have been provided within the detailed arboricultural report supplied by the principal designer. The site compound will be located on the corner of St Aloysius College Sports Grounds, adjacent to the Stanhope Road / Avenue Road junction, in close proximity to the bridge site. This area is comprised of a grass field with an edge of trees. Considerations of surrounding environment • Highway Environment • Urban area • Pedestrian traffic • Interface with public rights of way • Proximity to local schools & playgrounds • Densely populated urban area • Works adjacent to embankments and ditches. • Working at height

Considerate Constructors Scheme

Details of considerate constructors codes to be applied	Considerate Environment Appearance Good Neighbour Respectful Safety Responsible Accountable

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2. Details of Client, Principal Designer, Principal Contractor and Consultants

Organisations:

Name and address	Contact name	Telephone number	E-mail
Client	**Alex Rogers Haringey PM**	07588 03 99 68	Alex.Rogers@haringey.gov.uk
Principal Designer	**WPS – TBC**		
Designer	**WPS – TBC**		
Principal Contractor Milestone	**Alan Babbage Senior Contracts Manager**	07817 933067	Alan.Babbage@milestoneinfra.co.uk
	Hassan Soboh Senior Project Manager	07817262454	Hassan.Soboh@milestoneinfra.co.uk
	Ryan Carley Site Agent	07811581072	Ryan.Carley@milestoneinfra.co.uk
	Mohamad Soboh Section Engineer	07731 982839	Mohamad.soboh@milestoneinfra.co.uk
	Arturas Niemcinskas Quality Assurance Documenter	07388369525	Arturas.Niemcinskas@ milestoneinfra.co.uk
Employers Agent	**TBC**		
Architect	**TBC**		
Structural Engineers	**TBC**		
Mechanical and Electrical Engineers	**TBC**		
Health and Safety Executive	**TBC**		
Hospital	**Whittington Hospital**	**020 727 3070**	
Fire Service		**999 / 101**	
Police		**999 / 101**	

Milestone Infrastructure Team:

Name and address	Contact name	Telephone number	E-mail
Milestone **Managing Director**	**Adrian Cooke**	01438743744	Adrian.Cooke@milestoneinfra.co.uk
Milestone **Operations Director**	**Mark Shopland**	07770878219	Mark.Shopland@milestoneinfra.co.uk
Milestone **Contracts Director**	**Anthony Brown**	07885965606	Anthony.Brown@milestoneinfra.co.uk
Milestone **Senior Contracts Manager**	**Alan Babbage**	07817933067	Alan.Babbage@milestoneinfra.co.uk
Milestone **Senior Project Manager**	**Hassan Soboh**	07850652406	Hassan.Soboh@milestoneinfra.co.uk
Milestone **Site Agent**	**Ryan Carley**	07811581072	Ryan.Carley@milestoneinfra.co.uk
Milestone **Senior Engineer**	**Arturas Niemcinskas**	07388369525	Arturas.Niemcinskas@ milestoneinfra.co.uk
Milestone **Head of Quality**	**Jane Bennewith-Stubbs**	07812237700	jane.bennewith-stubbs@milestoneinfra.co.uk
Milestone **Environment Manager/Advisor**	**Amy Redpath**	07526193951	Amy.Redpath@milestoneinfra.co.uk
Milestone **Health and Safety Advisor**	**Kenneth MacKellar**	07594512088	Kenneth.MacKellar@milestoneinfra.co.uk
Milestone **Lead Planner**	**Jason Austin**		Jason.Austin@milestoneinfra.co.uk
Milestone **Managing Quantity Surveyor**	**Siobhan Barr**	07891145935	Siobhan.barr@milestoneinfra.co.uk

Supply Chain: to be completed pre-commencement

Package no	Package name	Name and address	Contact name	Telephone number	E-mail
	Demolition	B&B			
	Bridge	Nusteel			
	Fencing	Nusteel			
	Formwork / Concreting	Cheema			
	Kingpost	Aarsleff			
	Groundworks	B&B			
	Landscaping	ATM			
	Monitoring equipment	CASELLA GUARDIAN			
	Piling	Aarsleff			
	Road marking				
	Scaffolding				
	Surfacing	Protar			
	Tensar				
	Timber Fencing				
	Traffic Management	Connect			

3. Key Project Risks Highlighted (and details of where full information held)

Existing Services and Suppliers (including Emergency Contact Details)

The following existing services and supplies are on site:

Service Type	Location known?Y or N?	Dead or live?	Supplier	Contact details	Drawing reference	Drawing location
Gas LP	Y	Live	Cadent	Plant Protection Team T: 0800 688 588 plantprotection@cadentgas.com	Line search dwg	19647319 Cadent Gas
Clean and Waste water	Y	Live	Thames Water	Developer.services@thameswater.co.uk 0800 009 3921	Line search dwg	Clean / waste water plan a3 drawing
LV / HV	Y	Live	UKPN	105 Or 0800 31 63 105	Line search	29647319 UKPN
Telecoms	Y	Live	Virgin	Ryan Williams 07985805622	Line Search	VMCIP408012

Client H&S File

The Clients existing H&S file is available in: WSP – Generic Quantitative Risk Assessment

This identified that the existing structure presents the following risks:

Existing risks identified in Clients H&S File
Asbestos Containing Materials – Low risk – but possible as made ground is present
Contaminants within made ground – low risk – but possible as made ground is present

Unexploded ordinance – low risk – but possible due to mix of made ground and natural ground
Substance risks: L002 - Sand L003 - Natural Aggregates L007 - Dust from cutting of softwoods L008 - Dust from cutting of macadams/asphalts Coated Roadstone (Macadams/HRA) M010 - Thermoplastic M012 - Cement M013 - Cementitious Mortars and Grouts M014 - Concrete M016 - Bitumen Cutback M018 - Dust from cutting cement, concrete, etc. M022 - Solvent Based Concrete Curing Agents H001 - Polyurethane Bridge Deck Waterproofing H002 - Polyurethane Primers/Undercoats/Finishes

Designers Residual Risk Register

The Designers residual risk register is available in: WSP – Generic Quantitative Risk Assessment
This identified that the existing structure presents the following risks:

Existing risks identified in Designers residual risk register
Risk assessment include reports and risk assessments on all the varying risks considered at design stage :-
Risk of flooding from rivers and sea – Very Low <1 in 1000 (0.1%
Risk of flooding from Surface waters – 85% of site very low, 15% of site low, **5% of site medium – Beneath the centre of the site, along stanhope road**
Ground Stability – Collapsible deposits – very low Compressible deposits negligible Ground dissolution – negligible Landslide – very low Running sands – very low **Shrinking or swelling Clay – Moderate**
Construction workers or maintenance workers may com in contact with contaminated soils/groundwater during ground maintenance works – the risk is considered to be **Low to Moderate**
The Site is underlain by the London Clay Formation which has the potential to contain elevated sulphate levels, therefore, there is the potential for chemical attack on below ground concrete structures. Given the historical uses on the Site, there is the potential for hydrocarbons to be present in shallow soils which have the potential to permeate into plastic pipes. The risk to infrastructure is considered to be **Low to Moderate.**
Based on the findings of the Preliminary Conceptual Site Model, potential contaminant linkages were found to be **Low to Moderate Risk** with regard to construction workers, infrastructure (buried utility pipes) and new soft landscaping. However, it is understood that existing soils will require off-site disposal as part of the project's construction work. Exploratory hole locations were therefore positioned to primarily target Made Ground embankment fill located beneath the footpath that will require off-site

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disposal, and additionally to inform the Client on potential contaminated land liabilities, waste characterisation and potential remediation solutions for the Site.

No exceedances of the soil GAC for a Parks Public Open Space end land use were detected. As such there is considered to be a **Low risk** to future Site users across the Site both in areas of hardscaping and soft landscaping.

Asbestos containing materials were not identified during laboratory testing therefore, based on the proposed Site use, the risks to the Site users are considered to be **Low**. Given the heterogeneous nature of the Made Ground deposits, the potential for the presence of asbestos within Made Ground

Given the nature of the Proposed Development, the potential for ground gases and volatile vapours to accumulate is minimal. The risk from ground gases and volatile vapours for future site users, workers and third party neighbours is considered to be **Very Low**.

No source of ground gas has been identified and existing soils are to be disposed off-site. Therefore the risk to construction workers or maintenance workers from inhaling ground gases and vapours during groundworks is considered to be **Very Low**. Risks to construction workers should be managed via Health and Safety protocols during the works.

No exceedances of the GAC for a Parks Public Open Space end land use were detected. Nevertheless, existing soils are to be removed and disposed off-site and thus the risk to future site users, construction workers, maintenance workers and third party neighbours is considered to be **Very Low.**

During the construction phase of the project, an Environmental Management Plan is expected to be prepared to mitigate against uncontrolled surface water and silt runoff from the Site. Any new soils imported to Site are expected to be certified clean and suitable for use. A Discovery Strategy will be in place during the construction works for the unexpected discovery of unknown contamination.

Given that the London Clay Formation (unproductive strata) underlies the Site and immediate area surrounding the Site, there is no laterally continuous groundwater body underlying the Site. Therefore, there is no active contamination pathway for contaminants to migrate in groundwater from offSite sources and impact infrastructure and services. The risk is considered to be **Very Low**

Table 8-1 - Summary of Preliminary Waste Classification

Strata	No. of Samples	Preliminary Classification	Depth Range (m bgl)
Topsoil	1	Non-Hazardous	0.0 – 0.50
Made Ground	4	Non-Hazardous	0.80 – 3.50
Made Ground/ Reworked Ground	1	Non-Hazardous	1.0 – 1.40
Reworked Ground /Relict Topsoil	1	Non-Hazardous	4.00 – 4.50
RTD	1	Non-Hazardous	2.00 – 2.50

Table 8-2 – Summary of WAC Testing

Strata	Depth Range (m bgl)	Number of Exceedances of Landfill WAC Limits	Eluate Exceedances
Made Ground	1.50 – 1.80	1 of Inert Waste Landfill	Fluoride
Made Ground	0.50 – 0.80	0	N/A

The intrusive ground investigation works were undertaken by WSP between 18 May and 19 May 2023. The ground investigation included the advancement of five windowless sample boreholes (WS01 to WS05) to depths of 5.00 m bgl. Based on the ground model, although there were anthropogenic brick inclusions throughout the Made Ground and reworked soils were present; no visual or olfactory evidence of contamination was identified during the investigation.
Asbestos was not identified in any of the eight soil samples tested therefore, based on the proposed Site use, the risks from exposure to asbestos contaminated soils to future Site users are considered to be Low. However, the potential for the presence of unknown asbestos within Made Ground in other areas of the Site cannot be discounted
No groundwater was encountered during the ground investigation. Due to the absence of shallow groundwater at the Site and presence of the London Clay Formation, there is not considered to be a controlled waters risk for the Proposed Scheme as no controlled water receptor is present.
A preliminary waste classification assessment undertaken using the HazWasteOnlinetm tool assessed all eight soil samples submitted for analysis as non-hazardous. WAC testing undertaken on two soil samples indicates that for waste disposal to landfill, the soils on Site could fall within the inert classification

Asbestos Register, Ground Surveys etc.

The following surveys are available:

Survey Type	Survey reference	Survey date	Location of survey document	Appendix number
Asbestos	A 64869			
Lead	A - 64869			
Contaminated Ground	WSP Quantitative Risk Assessment			
Topographic Survey	WSP 919401A 01-03			

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4. Management Structure

Health & Safety Roles and Responsibilities

Organogram

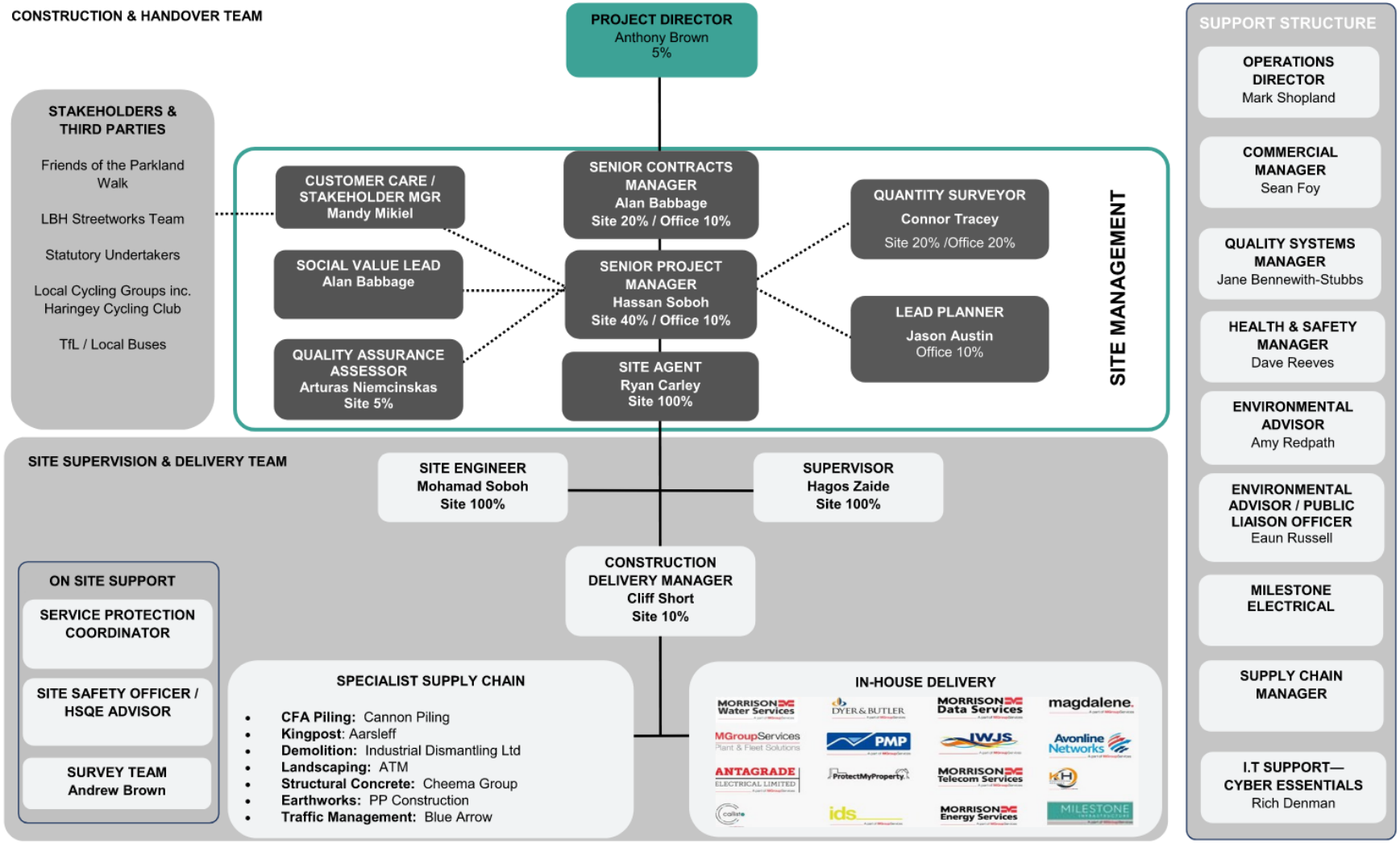
The management structure of the site team is shown in the organogram in below.

An up-to-date chart will be maintained whenever staff change announcements are made or new starters are appointed.

All employees will be responsible for the implementation of the relevant requirements of the Construction Phase Health and Safety Plan and will be familiar with and demonstrate commitment to the implementation of these policies.

- Take care of the health and safety of themselves and others who may be affected by their acts or emissions
- Co-operate with Milestone Infrastructure/Supply Chain in fulfilling their statutory obligations
- Co-operate with Milestone Infrastructure/Supply Chain in its pursuit of continuous improvements of its safety, health and environmental performance
- Implement the relevant arrangements described in this document
- Behave responsibly and work safely at all times, without risk to safety, health or the environment
- Conform to the requirements of this plan
- Constantly monitor their workplace for potential hazards and risks and alert their immediate line manager if any are observed
- Be responsible for making themselves familiar with the requirements of the staff training matrix and ensure any training requirement is brought to the attention of their line manager.

ORGANOGRAM —TEAM STRUCTURE



Coordinators/Appointed Persons

Milestone Infrastructure appoint competent people to the role of Duty Holders/ Appointed Persons on site to manage specific risks associated with the works. The following table identifies the Duty Holders/ Appointed Persons roles which are required for this site.

Duty Holder/ Appointed Persons role	Name	Name	Name
Confined Space coordinator	Hassan Soboh	Ryan Carley	Mohamad Soboh
Hazardous Substance coordinator	Ryan Carley	Mohammad Soboh	
Hot Works coordinator	Ryan Carley		Arturas Niemcinskas
Lifting Appointed Person (Intermediate/ Complex)	Gohar Hayat		
Lifting Appointed Person - Routine/ Basic (Excavators, telehandlers, HI-AB's)	Hassan Soboh	Ryan Carley	Mohamad Soboh
MEWP coordinator	Hassan Soboh	Ryan Carley	
Scaffold Appointed person	Hassan Soboh		
Underground Service coordinator (Buried services)	Hassan Soboh	Ryan Carley	Mohammad Soboh
Temporary Works Coordinator	Hassan Soboh	Ryan Carley	Arturas Niemcinskas
Temporary Works Supervisor	Mo Soboh	Mohamad Soboh	
DSE Assessor (Display Screen Equipment)	Hassan Soboh		
Fire & Emergency Warden	Hassan Soboh	Ryan Carley	Arturas Niemcinskas
Fire Risk & Emergency Coordinator			
First Aider (3 day)	Ryan Carley	Arturas Niemcinskas	Mohammad Soboh
Evidence Gatherer	Ryan Carley	Arturas Niemcinskas	Hassan Soboh
Incident Investigator (1 Day)	Ryan Carley	Hassan Soboh	Mohamad Soboh
Lead Incident Investigator (NOTE: This is your HSW Manager/ advisor)	Tayla Khan	Kenneth MacKellar	
Lifting Supervisor (Intermediate or Complex)	Hassan Soboh	Ryan Carley	Mohamad Soboh
Step Ladder & Ladder Coordinator			
Traffic Management Coordinator			
RAMS Reviewer	Hassan Soboh	Arturas Niemcinskas	Ryan Carley
Environmental Spill Coordinator	Hassan Soboh	Arturas Niemcinskas	Ryan Carley
Waste Coordinator	Hassan Soboh	Ryan Carley	Arturas Niemcinskas
Permit to Pump Approver / Coordinator			

The appointments matrix is maintained on site.

Health and Safety Vision and Goals

Health & Safety: Putting the health, wellbeing and safety of people first

We work safely or not at all; we never walk by if we notice unsafe conditions and we support health and wellbeing.

Inspections and Audits

A programme of H&S audits and monitoring will be developed (in accordance with Milestone Infrastructure procedures) for the project to ensure compliance with legal and company procedures. These will consist of internal and external audits, site inspections and monitoring of works activities as per the duties of the management chart.

Supply Chain will be advised during the Pre-Start meeting on the frequency of inspections they are required to carry out.

The Project Health and Safety Manager will brief all project personnel on trends that arise from such reports with clear action plans to prevent reoccurrence.

Positive Interventions

Milestone Infrastructure use a Positive Intervention system for reporting any issue relating to unsafe acts or conditions on site and for reporting best practice. This procedure will be communicated during the induction process.

Project KPI's

We will monitor the health and safety performance of the project, its staff, trade contractors and the business as a whole to ensure that we achieve what we have planned and work to improve. Site safety performance shall be measured in the same way, with projects being monitored against set Key Performance Indicators. These KPI's are:

KPI
1 Scheme record compliance
KPI 1.1 Accuracy and completeness of as-built records on completion
2 Risks
KPI 2.1 Number of Risk Reduction meetings successfully attended by Client and Contractor / Supplier with the most appropriate representative
3 Quality of work
KPI 3.1 Overall method of working approach - quality and how this worked in practice
KPI 3.2 Record the number of defects from the starting date to completion.
4 NEC compliance
KPI 4.1 Have all notifications and requirements under the NEC4 Contract been completed in accordance with the contract (inlcuding the programme)
5 Total time
KPI 5.1 Planned duration at starting date versus final actual duration
6 Health and Safety
KPI 6.1 Audit of health safety & welfare provisions on site using available data & reporting

Arrangements for: -

Regular Liaison Between Parties on Site

Good co-operation and co-ordination of work is essential if risks are to be identified early on and properly controlled. Liaison between all parties (Designers, Principal Contractors, Contractors and the Client) will be maintained by utilising the following means:

- Monthly Health & Safety Meetings
- On site meetings
- Subcontract documentation
- Notice boards
- Committee meetings
- Toolbox talks
- Pre-commencement meetings
- Inductions
- Contractors seminars

All Supply Chain will be provided with a copy of this Construction Phase Health and Safety Plan and will be required to make any necessary allowances to enable full compliance with the content of this plan.

This Construction Phase Health and Safety Plan and all associated documents will be available on site at all times for review by interested parties.

Consultation with the Workforce

Health, safety and environmental issues will be discussed at the following monthly meetings: Supply Chain Supervisors/Managers and General workforce.

Supply Chain are to nominate their representatives and issue the names to the project management team at the start of their contract.

Views of the Operatives in the Construction Environment (VOICE) – establish a regular VOICE meeting at which the attendees have the opportunity to raise and discuss the health, safety and welfare comments (including concerns and recommendations) of the workers they represent:

The meeting will be chaired by a VOICE Co-ordinator appointed by the Project/Contract Lead.

Milestone Infrastructure VOICE coordinator			
Name	Mohammed Soboh	Role	Site Supervisor

- Prior to the meeting, each representative shall consult with the individual workers they represent and collect their respective comments using the VOICE Consultation Minutes.
- The Co-ordinator shall encourage attendees to discuss workforce comments openly and constructively

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- The Co-ordinator shall minute all comments from attendees and produce a comprehensive log of issues for submission to the Site Manager
- Upon receipt of the issues arising from the attendees the Site Manager shall identify the remedy for each and the action date. This information shall be publicly fed back to workers by appropriate means e.g. You Said, We Did Boards

Notice boards will be located throughout the project to ensure information is communicated to all personnel on the project.

Non-English-speaking workers will only be allowed to work on site in compliance with the following:

- Generally every worker will need to demonstrate that they have an understanding of the English Language

If non-English speaking Supply Chain are required to carry out works, the following will apply:

- Induction, method statements and risk assessments are translated into the mother tongue by the Supply Chain
- One English speaking worker who can communicate in the language of the group to every four operatives
- Access to site is at the discretion of the Principal Contractor

Selection and Control of Supply Chain

Supply Chain will be selected via a two-stage approach. Action plans will be developed to address issues that arise from the audit to ensure close out is reached before an order is placed.

Supply Chain who plan to contract the works out must ensure competence checks are carried out on all contractors tendering the works and evidence of such checks made available to the project management team before works starts.

Employers are accountable for the actions of their employees and as such maybe requested to attend site if a problem cannot be addressed at site level following the conduct of one or more of their employees.

Supply Chain will be audited throughout the duration of the project at regular intervals, i.e. after 6 weeks on site, then every 3 months until completion or if the need arises. Milestone Infrastructure will undertake these audits to ensure compliance with legal requirements and compliance with this plan. Contractors are expected to hold the necessary documentation in an auditable manner and this will be countersigned during the audit process and recorded within the report.

The level of supervision will be based on levels of risk. A Supervisor is permitted to control a maximum of 12 operatives (1:12 ratio). The project management team will agree with the Supply Chain a suitable level of supervision and if they should be working or non-working.

Suppliers of materials are required to provide adequate health and safety information to support their products. Trade contractors are to ensure suppliers include specialist handling and storage instructions for materials.

Milestone Infrastructure CoSHH co-ordinator will co-ordinate the dissemination of CoSHH information relevant to each trade contractor where interface is likely.

All Supply Chain and suppliers of plant and equipment shall ensure that all plant delivered to site and all vehicles delivering plant and or materials, where applicable comply with current legislative, code of practice and local guidance requirements with regards to noise, dust and emissions production.

If plant is supplied by Supply Chain, then they shall be audited against their own delivery/fit for purpose procedures. Where a company doesn't have a procedure or where it is of a lesser standard than Milestone Infrastructure then they shall comply with Milestone Infrastructure procedure.

All electric power tools and associated equipment (including extension leads) shall by physically checked and tested and certified by a competent person every three months. A register shall be maintained on site showing the items of plant, its unique identity and the date of test. Every contractor is required to produce certification for any power tools brought onto site and to subsequently carry out maintenance and inspection in accordance with legislation.

Routine inspection of plant and equipment shall be undertaken as per legislative requirements, a copy of the plant weekly inspections shall be deposited with Milestone Infrastructure.

5. Exchange of Health and Safety Information between Supply Chain

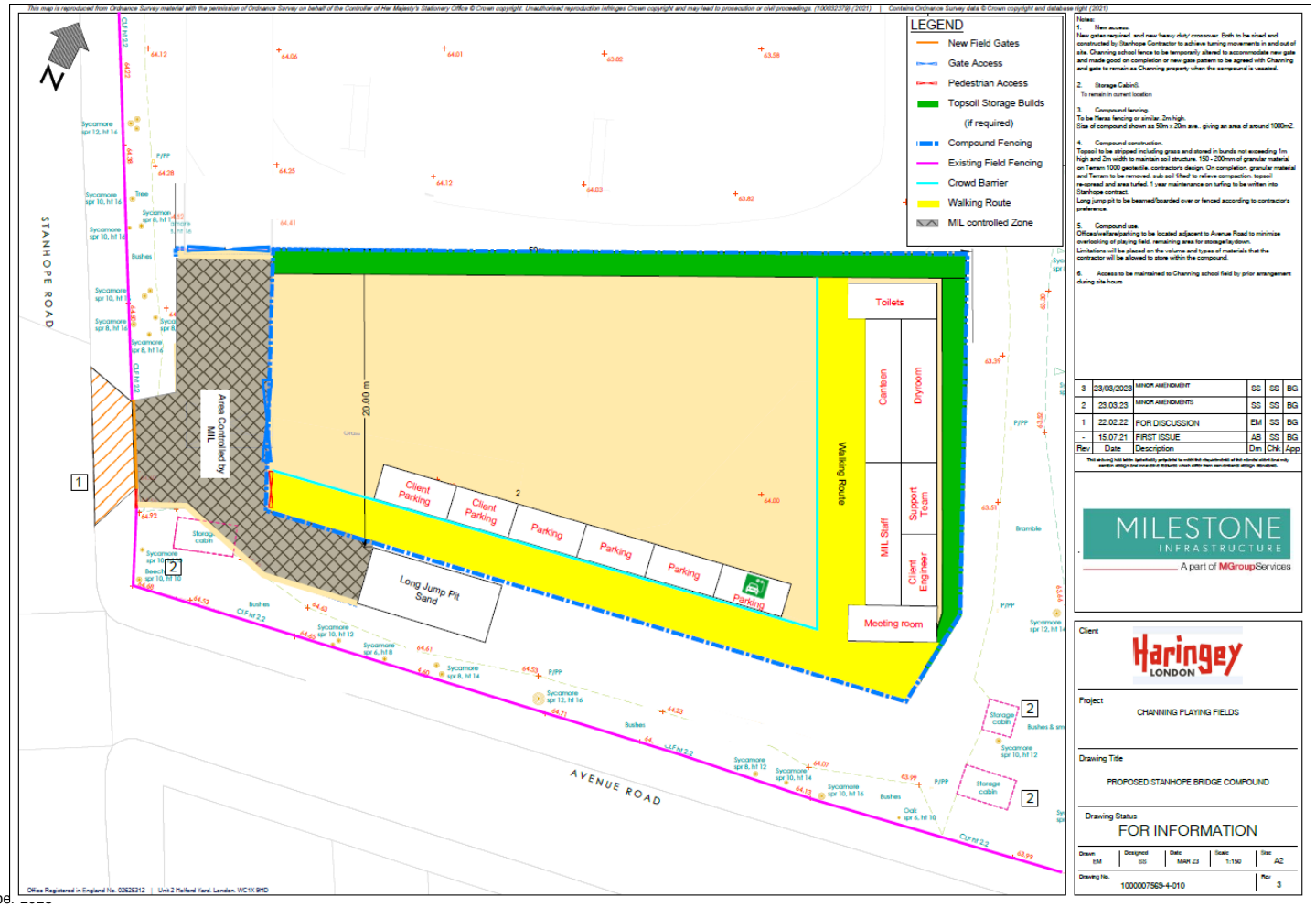
Supply Chain Supervisors will liaise with other trades working in their area and discuss the impact of their work on others (risks and controls etc.).

6. Site Security

The site will be protected with water filled barriers and anti-climb fencing in order to prevent unauthorised access. All fencing panels will be double clipped, adequately footed and kept closed at all times when not being used for access.

On this project access to the site will be maintained in the following way:

The site compound will be set up within the Channing School playing fields park on the corner of Stanhope Road and Avenue Road, the field is a secure field with high fencing and barbed wire with secure gated access. The compound within this field will consist of additional temporary fencing and gated access with chains and padlocks and CCTV will be set up at access points to the compound stored within an on site server, remote monitoring for the site management team will also be set up. A general arrangement of the welfare compound can be found below



7. Site Induction

Personnel requiring access to site will undertake a site induction prior to entry. The aim of the induction is to ensure those working on or visiting the project understands the key risks of the project, the emergency procedures and standards required whilst on the project. Regular reviews of the induction will be undertaken throughout the lifespan of the project and revised accordingly.

Competence cards such as CSCS, JIB, and CPCS etc. must be shown at induction. If a card is available for the occupation (BUILD UK Accepted Record Scheme) then that card must be shown. Checks will be carried out on personnel to ensure the right card is held for the occupation and if not acceptable that person may not be permitted to work on site. Prior to this induction Supply Chain must conduct their own induction for new starters.

Visitors will undertake a shorter version of the normal induction and will be escorted at all times by a fully inducted person.

Supervisors will attend a Supervisor brief immediately after the site induction; this is mandatory for all supervisors working on site.

8. On Site Training and Competencies

Personnel on the project will undertake a programme of health, safety and environmental training that will be conducted both on site and off site

A training matrix will be held in the project office for all Milestone Infrastructure personnel and Supply Chain are requested to have their own employees training matrix available for audit purposes.

Supply Chain are reminded that it is a legal requirement to train all personnel in their employment and Milestone Infrastructure will not accept untrained personnel working on its site.

Toolbox talks – These will be carried out on a regular basis; as a minimum, personnel will be expected to have one per fortnight. Toolbox talk attendance logs are to be recorded using form **MIL_FOR_HS_004.3 – Briefing Record** and to be uploaded to Competency Cloud.

Managers – Each manger will hold the necessary competency card for their specific job role, CSCS Managers cards etc. (see BUILD UK Accepted Record Scheme). Milestone Infrastructure require managers to hold a level of health and safety training qualification, i.e. Construction Skills Site Managers Safety Training Scheme (SMSTS) or equivalent.

Supervisors – Each Supervisor will hold the necessary competency card for their specific job role, CSCS Supervisors card etc. (see BUILD UK Accepted Record Scheme). Milestone Infrastructure require supervisors to hold a level of health and safety training qualification, i.e. Construction Skills Site Supervisors Safety Training Scheme (SSSTS) or equivalent.

Operatives - Each Operative will hold the necessary competency card for their specific job role, CSCS/CPCS/IPAF card etc. (see BUILD UK Accepted Record Scheme). Milestone Infrastructure require operatives to have obtained or be working towards their relevant health and safety training qualification.

Where there is no BUILD UK Accepted Record Scheme competency card available for a specific occupation, contractors must supply relevant proof of competency at Pre-Start meeting and the project management team will make a decision as to whether the person is allowed to work on site.

9. Site Welfare and First Aid Facilities

An adequate site set up and suitable welfare will be set up in advance of works commencing, in line with the requirements of CDM 2015.

The welfare will consist of the following as a minimum:

- Male toilet with washing and drying facilities
- Female toilet with washing and drying facilities
- Drying room/locker room
- Canteen
- Kettle/fridge
- Drinking water
- Provision for heating food

The site office and welfare layout plan, refer to: **Appendix D.**

First Aiders are to be nominated and details passed to the project management team before starting work. Within the main office facility there will be a minimum of two First Aiders at all times, details will be listed on the posters within the main office.

A First Aid box will be available in the main site office and maintained by the Appointed Person, the appointed Milestone Infrastructure First Aiders are:

Named First Aiders:
Ryan Carley
Arturas Niemcinskas
Mohammed Soboh
Mohamad Soboh
Hagos Zaide

Supply Chain will supply adequate First Aid boxes for their workforce.

Supply Chain must ensure they have sufficient First Aid cover proportionate to their task(s).

Details of the nominated First Aiders will be identified in the Method Statement.

Supply Chain without their own First Aid cover will only be permitted to work if they can obtain cover from other contractors or Milestone Infrastructure. **NO FIRST AIDER – NO WORK!**

All First Aiders must provide evidence of their training and expiry dates to the project management team before they start on site.

First Aiders will be identified by either a green hard hat or green and white sticker on their hard hat.

Legionella

All water systems within the site have monthly temperature checks conducted. These checks are to be carried out, recorded and held within the site safety file.

All water systems must be inspected and flushed at regular intervals.

Service	Task Description	Frequency
Hot Water Services	Check temperatures and document flow and a return at calorifiers	Monthly
	Check water temperature up to one minute to see if it reaches 50°C in the sentinel taps	Monthly
	Arrange for samples to be taken from hot water calorifiers, in order to note condition of drain water	Annually
	Check representative taps for temperature as above on a rotational basis to survey all taps in building each year	Annually
Cold Water Services	Check that temperature is below 20°C after running the tap for up to two minutes in sentinel taps	Monthly
	Check representative taps for temperature as above on a rotational basis	Annually
	Visually inspect cold water storage tanks and carry out remedial work where necessary	Annually
	Check representative taps for temperature as above on a rotational basis	Annually
Little Used Outlets	Flush through and purge to drain, or purge to drain immediately before use without release of aerosols	Weekly
Site	Water services check to ensure on-going compliance of site water system plant and services with current guidelines and recommendations (As expanded under ACOP L8: Para 182)	Annually
Site Shower Heads	Shower heads where installed should be routinely clean and disinfected to reduce the associated risk of scaling which may provide a growth media for the proliferation of bacteria	Quarterly

10. Reporting and Investigation of Accidents and Incidents

All personnel working on the project will report any unsafe act, unsafe condition or incident that could have or did result in an injury or damage being sustained. The reporting procedure (including Positive Interventions) will be explained during the site induction.

All incidents must be reported the project management team; details will then be entered onto the Milestone Infrastructure Incident Database. Supply Chain are responsible for

completing the RIDDOR report (F2508) and copies supplied to the project management team and followed by a detailed investigation report.

The project management team will ensure that all such reports are acted upon, and the root causes are identified and communicated to the workforce so lessons can be learnt to prevent reoccurrence; these will be published on various notice boards throughout the project.

Incident Notification and Lessons Learnt – are all vital means of communicating effectively across Milestone Infrastructure. The arrangements for briefing on this project are as follows:

Arrangements for Briefings	
Incident Notification	0800 028 0676 Projects Reporting Line
Lessons Learnt	H+S Briefings
Other	Positive Interventions, Hazard Reporting

11. Production and Approval of Risk Assessments and Safe Systems of Work

Personnel are not to undertake work unless a safe system of work has been approved by the project management team. Risk Assessments, Method Statements, Permits to Work etc. will be reviewed by the project management team in advance of the work commencing; once approved the activity will be given the authority to proceed with the work.

The safe system of work must take into account the significant findings recorded on the Risk Assessment and not be a 'generic' document. Safe systems of work must be sent to the project document control for entry onto the register.

Safe systems of work will be communicated to all personnel undertaking the task and a register of attendance must be maintained.

Personnel will be questioned during routine site inspections on their knowledge of the safe system of work to ensure the paperwork actually backs up the way in which the work is undertaken.

Consultation with the workforce is vital to the production of any safe system of work to ensure a realistic but safe method of working is written.

12. Pre-task briefings

All members of the workforce should be set to work by a competent supervisor / site management who briefs the workforce on the tasks they will undertake, the risks they will face and how the risks will be controlled. Lessons learnt from the previous day and the impact of the work of other contractors should also be covered.

13. Site Rules (including Drug and Alcohol Policy and Minimum PPE)

Site Rules

Upon arrival to site all visitors and members of staff are to sign in via the QR system displayed on site.
The health and Safety Plan forms the basis of Site Rules and Delivery Driver Site Rules which must be adhered to by all personnel working on the project at all times. Failure to comply with this plan may result in personnel being removed from site by the project management team.

- Full site rules are detailed in **Appendix A**
- Delivery Driver Rules in **Appendix B**

Drugs and Alcohol Policy

Milestone Infrastructure operate a zero tolerance to drugs and alcohol use on all its sites. Personnel will be subject to random or for cause testing at various times throughout the project. Personnel who refuse to undertake a test or those who test positive will be removed from site immediately and refused access to site in the future.

Following an incident on site, personnel maybe requested to undertake a test to establish if drugs or alcohol were a contributory factor to the reason why the incident occurred.

Personnel who are taking prescriptive medication must inform the project management team at the earliest opportunity, i.e. when starting on site, as this may be detected on the test results.

Personal Protective Equipment

The mandatory PPE for the project is as follows:

- **High Visibility jacket/vest**
  - Banksman/ Slinger/ Signaller – Orange
  - All other personnel – Yellow
- **High Visibility trousers**
- **Safety boots**
- **Safety Helmet**
  - Black - Supervisor
  - Orange – Slinger/signaller
  - White – Site manager/competence operative
  - Blue – All those coming to site who do not fall into any of the aforementioned categories
  - All helmets must meet British Standard BS EN 397.

- **Gloves**
  - Specific gloves for the task to be undertaken. Operatives may require several types of gloves to undertake their task; these will be made available by their employer.

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- **Eye protection**
  - Must be Optical Clarity 1 and Impact Strength F, (Class 1F) for day-to-day use. Task specific requirements apply. Tinted lenses are permitted for outdoor use on bright sunny days; however they are not permitted for use in poor visibility conditions.
  - Personnel who wear prescription eyewear must obtain prescriptive safety eyewear if they are working on site. Prescriptive safety eyewear is rated to take impact both on the frames and the lenses whereas normal glasses do not afford this level of protection. It is not acceptable to wear over glasses for long periods of time and will only be permitted on this project for short visits.

- **Task Specific**
  - Breaking ground
    - All personnel involved in breaking ground activities must wear FR ARC 1 Rated protective clothing (all-in-one coveralls and gloves). This includes those who are within 5m of the breaking ground activity.
    - Plant Operators may choose not to wear FR ARC 1 Rated protective clothing with the exception that the plant cabin windows and doors remain shut for the duration of the breaking ground activity.
  - Additional task specific PPE to be risk assessed.

14. Fire Risk and Emergency Arrangements

The project emergency procedures take into account fire, explosion, service strike, accidents and incidents.

The Fire Risk & Emergency Plan is provided in **Appendix E**

Fire – A Fire Strategy will be developed as the site progresses and will include means of alarms, such as remote electronic sounders, muster and fire extinguisher points and evacuation procedures. During the demolition phase each building will be fenced off and have appropriate fire-fighting facilities within its boundary. Muster points will be established and details displayed on notice boards throughout the site and communicated to all site personnel.

Explosion – In the event an explosion occurring the immediate area must be secured and made safe before any first aid treatment can be administered. All none essential personnel are to be kept out of the area. The Police and project team must be informed immediately of the location, casualties and any other relevant information.

Service Strike – In the event of a service being struck during construction work the area is to be made safe and the project management team informed immediately. The project management team will inform the service provider immediately and jointly co-ordinate the repair of the services. A detailed investigation will be undertaken to establish why the service was struck.

Accident & Incidents – All accidents and incidents must be reported to the project management team to allow the investigation process to begin. Initial details will be collated by the supervisor or manager responsible for the works, i.e. brief statements from witnesses, photos and measurements etc. It is important to leave the scene of all accidents and incidents untouched to preserve evidence for the investigating person (Project Health and

Safety Manager) who will conduct a full investigation; only preserve the area if safe to do so. All incidents will be recorded on the EHS Database.

15. Arrangements for Controlling Significant Site Health and Safety Risks

Control of Key risks

The key risks on this project are deemed to be as follows (NOTE: consider risks identified in existing H&S file and designers residual risk assessment):

NOTE: This section needs to be amended/added to in order to cover the specific risks detailed in the table above

Delivery of Materials and Work Equipment

To prevent/ease congestion to nearby residents, business or schools Milestone Infrastructure shall plan deliveries on a two week look ahead schedule to ensure materials and work equipment being delivered to site are pre-arranged in a designated time slot

Deliveries will be permitted on site between these times		
Day	**From**	**To**
Monday - Friday	09:30	14:30
Saturday	Pre-agreed only	Pre-agreed only
Sunday	Pre-agreed only	Pre-agreed only

Delivery Drivers must be escorted at all times by a member of the project management team.

All plant and equipment arriving on site must be compliant and the relevant certification provided i.e. test certificates, thorough examinations, inspections etc. and must be checked before being used on site.

For out of hours loading and unloading special considerations must be required and planned in the risk assessment and method statement. This will include the enhanced risks and environmental considerations e.g. local authority acceptance, neighbour & other stakeholder acceptance, noise, light etc.

No out of hours offloading will be carried out without the risk assessment and method statement and the controls in place.

A. Arrangements for Loading and Unloading

Identification of Loads

Milestone Infrastructure standards require formal planning for medium and high risk loads as defined by this list below:

- Pre-cast elements
- Steel elements or steel structures
- Timber

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- Pipes
- Plant and machinery
- Facilities
- Fuel or chemical containers
- Heavy packages or pallets
- Pre-assembled pipe racks
- Other

Any organisation (Supply Chain/ Contractor or Milestone Infrastructure) that is responsible for the delivery of a Medium or High risk load to site must ensure that it is specified within their Safe load Risk Assessment. All Supply Chain/ Contractors must complete a Safe load Risk Assessment and it must be included with RAMS submissions, even if it a 'nil return'

If the criteria set out within the completed Safe load Risk Assessments are not complied with then the unloading cannot take place.

Loading and unloading location(s)

Identify where unloading is authorised. Keep this updated throughout the project as locations are added or changed. Include any specific controls and detail measures to ensure the exclusion of unauthorised persons.

There may be a need to specifically detail safe offloading and methodology if unloading is required to be completed outside the site confines. For example, for low loaders.

Refer to Appendix D for Unloading Plan

Plant and Equipment

The plant and equipment to be provided on site is detailed below. If the load needs further specific arrangements this must be fully identified in the risk assessments and method statement.

Loads being lifted will be subject to the project/contract lift plan.

Identify what plant and equipment is provided by Milestone Infrastructure on this project to offload e.g. tower crane, forklift etc and the facilities such as loading bays, running line and fall restraint attachments. Detail information such as capacity of plant, lifting equipment, capability, restrictions etc.

Plant	Equipment	Measures to access vehicle safely	Measures to prevent falls from vehicles
Excavator			
Mobile Crane			
MEWPs			
Forklift			
Hiab			

Unsafe loads

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No unloading will be undertaken if, on arrival the load is unsafe to offload, or it has shifted in transit. In these circumstances Milestone Infrastructure will decide if it is safe to send the vehicle away in conjunction with the driver. Only if it is safe to do so can the load be unloaded, however a risk assessment and method statement must be completed and briefed to all those involved in the activity.

B. Dealing with Services

Underground services running throughout the construction zone have been identified, however, Information available for the existing services cannot be totally relied upon and therefore CAT scan, Radar scan, Vacuum Excavation, handing digging etc. maybe required to identify live services. Caution must be taken, and all services treated as live and a permit to work obtained.

C. Adjacent Land and Building Use

During the enabling works protection of third-party personnel and property must be closely monitored as a high priority. Any works that create an unsafe condition will be suspended immediately and made safe followed by disciplinary procedures where appropriate.

D. Stability of Structures

A comprehensive demolition plan will be produced by the Demolition Contractor undertaking the demolition of existing buildings and will take into account the stability of structures and the safety of all personnel involved. Demolition work will only proceed on approval of the plan and a restricted zone implemented to project other workers. Structures being demolished are not to be left in a temporary state unless they are adequately supported and signed off by a qualified person or the Temporary Works Coordinator.

New structures are to be constructed as per the design and inspected by a competent person. Temporary structures must be used for its intended purpose only and must not exceed the safe working load (if applicable); inspections of the structures will be carried in accordance with the legal requirements and Milestone Infrastructure Engineering Management procedures.

All scaffold structures will display a ScaffTag Inspection Record tag and signed by a competent person in accordance with the guidelines.

E. Working at Height

Falls from height remains the biggest killer in the construction industry however if properly planned accidents can be avoided. The following hierarchy must be applied when working at height:

- Avoid the need to work at height (design out the risk)
- Prevent falls (collective protection measures (guard rails) before personal protective measures (working in restraint)
- Minimise the distance of fall (nets, airbags, fall arrest harnesses)

All work equipment used to prevent falls will be fit for purpose and conform to legal requirements. If contractors are required to use access equipment such as Aluminium Towers, Podiums etc. they will ensure a selection of sizes are available to the workers.

Workers found to be working unsafely, i.e. standing on guardrails to gain height, will be disciplined and maybe removed from site. If workers are having difficulties reaching their place of work they must stop work immediately and consult their supervisor.

Devices fitted for safety must be used at all times, i.e. wheel locking devices and workers are reminded not to pull themselves along whilst using access equipment.

If harnesses are to be used they must be fit for purpose, workers trained in their use and understand the dangers' arising from falls (suspension trauma etc.), inspected by a competent person and stored correctly. Anchorage points must be tested and be suitable for the task.

All access equipment will be clearly identified, i.e. ScaffTag system etc.

The use of ladders and stepladders is permitted however personnel must demonstrate that all other options have been considered and a risk assessment completed before the Milestone Infrastructure Ladder permit is issued. Ladders must be tagged and inspection records held for each ladder and when not in use secured in such a way as to prevent other personnel from using them. Ladders and stepladders are the LAST RESORT.

The Milestone Infrastructure **MIL_PRO_HS_015 Working at Height Procedure** identifies the requirements of all Working at height activities. Where Working at Height activities have been identified the form **MIL_FOR_HS_015.1 Working at Height Operations and Rescue Plan** must be produced to manage the risk.

The contents of the procedure applies to all Milestone Infrastructure activities and of our **Contractors / Subcontractors**.

Any additional requirements that are imposed by client's instructions must be considered in addition to the arrangements specified below.

F. Work With or Near Fragile Structures

A full task and location specific RA & MS for works involving the demolition of the existing bridge structure and abutment walls will be drafted to ensure works, access and egress and demolition of the structure is completed in a safe and methodical manner.

G. Controlling Lifting Operations

All lifting operations will be co-ordinated by the Milestone Infrastructure Lifting Co-ordinator to ensure each lift is properly planned and controlled by competent personnel.

Lifting plans must be submitted to the co-ordinator in advance of any lifting operation being undertaken to allow a full review of the proposed lift. Milestone Infrastructure shall provide the Lifting Contractor the relevant information required (ground conditions etc.) to properly plan the lift.

H. Maintenance of Plant and Equipment

All plant and equipment being used on site will be maintained in accordance with legal requirements and will be suitable for the task to be undertaken. Compliance checks will be

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carried out by the project management team on a regular basis and discrepancies addressed accordingly.

Any plant and equipment that falls below the required standard will be removed from service until it is repaired or replaced.

I. Excavations

All excavations will have suitable steps taken to prevent collapse and protection from falls. The person responsible for the excavation will ensure all excavations are inspected before each shift and at regular intervals throughout the day, with a written report completed.

Edge protection should be adequate for the task and appropriate to the risk; particular attention should be paid to third parties. Bunting tape will not be accepted as edge protection.

A Permit to Dig will be produced by the project management team before any excavation work starts.

During excavations all operatives working are to wear suitably classed overall protection and insulated gloves. ***Refer to MIL PPE policy.***

J. Traffic Management

Traffic routes on site shall be clearly marked and restricted to 5mph throughout site and will be segregated from all pedestrians with crossing points clearly marked.

Pedestrian access routes shall be segregated from vehicles and plant by physical barriers. Walkways and crossing points shall be appropriately sign posted, illuminated, and kept clear of any slip/trip hazards.

Details of the site layout will be available on site and updated accordingly - this will show direction of traffic, turning points, holding areas, storage areas, pedestrian crossing points, etc.

Vehicles exiting site will be checked for excess mud and where necessary pass through the vehicle wheel wash before leaving site.

Vehicle and Plant

- Where practical, one-way traffic routes will be established to reduce the need for reversing and the danger of head on collisions.
- Where two-way traffic and limited access cannot be avoided suitable passing points will be created
- Routes will be adequately lit, and sign posted.
- Vehicle routes will be designed to minimise gradients. Where significant gradients exist warning notices will be posted at head and foot.
- Traffic route surface will preferably be tarmac / concrete surface. At stages temporary concrete crushed roads may be established.
- A speed limit of 5mph will be established and displayed on all site roads and in all

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work areas, which will be strictly observed and enforced throughout the duration of the project.

- Where appropriate restricted openings in structure, etc., will be identified and signed by suitable means, such as hazard strips on structure and height restriction boards.
- Wheel wash facilities will be provided as necessary to prevent the build-up of mud on public roads. Regular monitoring of the road conditions will be carried out and where necessary roads will be cleaned accordingly.
- Reverse parking policy is implemented across all projects.
- Vehicle and plant will be fitted with hazard warning lights, audible reverse warning sounder, and means of clear 360o vision for manoeurves (i.e. CCTV, Mirrors, etc.,) and seat belts.
- Plant and vehicle must be accompanied by a banksman.
- Exclusion zones for plant will be implemented on site.
- Keys will be removed from all vehicles and plant when not in use.

All Traffic Management Drawings / Sketches refer to **Appendix C**.

K. Storage of Materials

Approval for storing materials on site must be obtained from the project management teams before arriving on site. Designated areas will be allocated to each contractor and it is the responsibility of each contractor to ensure these areas are maintained and without risk to health, safety or environment, i.e. stacking of materials, chemicals etc.

Materials must have suitable arrangements put in place to prevent unnecessary damage and wastage.

16. Mobile Phones

Personnel are reminded of the dangers of using mobile phones whilst working on a construction site as they can cause the work to become distracted and unaware of the immediate environment. The following basic Principals must be applied:

- Stop work (if safe to do so)
- Move to a safe area, away from any hazards (plant and machinery etc.)
- Take the call
- End the call
- Return to the works area

Personnel who are found using a mobile phone whilst undertaking work, maybe disciplined in accordance with this plan.

17. Health Risks

To ensure that the health and wellbeing of all individuals working on Milestone Infrastructure projects/sites all contractors must ensure that they have arranged for access to occupational health services for the duration of the project/contract in line with the Occupational Health procedure **MIL_PRO_HS_022** for all employees.

This provision is necessary for advice relating to employees and workplace health issues and provision of statutory, legal or Milestone Infrastructure health assessments or surveillance requirements.

18. Asbestos and Lead

Full Refurbishment and demolition surveys will be available prior to undertaking any works which have the potential to expose asbestos. The result of all surveys will be communicated on site. All asbestos removal works will be carried out by suitable licensed and competent organisations only.

For asbestos surveys for this project refer to: **Appendix F**

Where there is a risk of lead within existing structures, a full lead survey will be carried out and communicated prior to works and suitable mitigation measures will be implemented to control the risk of exposure.

For lead survey for this project refer to: **Appendix F**

19. Contaminated land

Where there is a risk that there is contaminated ground within the existing site a full survey will be undertaken and communicated prior to works. Contaminated land will be removed by licensed and competent contractors only in order to mitigate the risks associated with contamination.

For ground survey for this project refer to: **Appendix F**

20. Manual Handling

Manual handling is to be avoided wherever possible and alternative mechanical means used. Where it is not practical to avoid manual handling best practise techniques should be employed at all times and a full risk assessment produced for the process.

21. Hazardous Substances

Supply Chain using substances hazardous to health must complete CoSHH Assessments for all products and submit the findings to the project management team prior to the works starting. Harmful materials will be minimised wherever possible by using the Milestone Infrastructure Alternative Materials Database, which highlights non-CoSHH alternatives (available from the project office).

Supply Chain are required to hold a register of all CoSHH items being used on the project. Advice on the layout of the register will be explained during the Pre-Start meeting.

Where an assessment has identified health surveillance, Supply Chain must arrange for the required surveillance to personnel concerned. This will be monitored by the project management team.

Personnel will be briefed on the assessment for the substance they are using with particular attention being paid to the health risks and first aid procedures.

Fuel Storage & Refuelling

Fuel shall be in a secure, bunded fuel storage area. All fuel must be stored in metal containers. Plastic containers are prohibited.

All fuel bowsers shall be double bunded and a drip tray provided to prevent contamination during fuelling.

All refuelling is carried out by a trained and competent person with access to the necessary fuel spill kits.

22. Noise and Vibration

All tools and equipment must be suitably selected, maintained and inspected to reduce noise and vibration so far as reasonably practicable. As minimum operatives should know their exposure limits for the equipment they are using and the steps necessary to reduce the risk. PPE must afford the appropriate level of protection as indicated by the risk assessment and manufacturers guidance.

Health surveillance for all operatives must be undertaken if there is a residual risk from noise and or vibration.

There will be appropriate noise and vibration monitors installed on Stanhope Road for the during of works.

23. Dust

Measures must be taken to reduce dust so far as reasonably practicable by use of water suppression, Local Exhaust Ventilation systems (LEV's) etc. particularly during demolition. Where these measures do not sufficiently reduce the dust, suitable face fitted RPE will be worn. Dust creation and type will be monitored to ensure ongoing effective control. Health surveillance for all operatives must be undertaken if there is a residual risk of ill health from dust inhalation.

There will be appropriate dust monitors installed on Stanhope Road for the during of works

24. Weils disease

Where there is a risk of Weils disease an education programme and hygiene procedures should be deployed to all on site. Post exposure advice should be readily available at all times.

25. Sharps and needle stick injuries

Where there is a risk of needles and other drugs paraphernalia on site a suitable clear of site will be undertaken. All those involved in site clearance will be issued with suitable puncture resistant gloves and sharps kits for effective disposal of any needles in a safe manner. Post exposure advice should be readily available at all times.

26. Work Stress

The project life cycle and demands can create work stress, therefore, measures should be put in place to identify and manage these factors to reduce the likelihood of ill health.

27. The Health and Safety File

The Principal Contractor has a duty to provide information requested by the Principal Designer for inclusion in the Health and Safety File.

Similarly, all Supply Chain have a duty to supply information requested by the Principal Contractor for onward transmission to the Principal Designer.

28. Appendices

Appendix A – Site Rules

Site Rules

Before working on site you MUST:

- Sign in and out everyday
- Participate in a site induction
- Attend regular pre-task briefings
- Read, understand and sign your Risk assessments, method statements and COSHH assessments
- Wear appropriate PPE
- Obtain a permit to work if required
- Only operate plant you are trained in, are authorised to use and hold an appropriate competence card for
- Ensure plant and equipment is tested and inspected before use and is well maintained
- Know and comply with the emergency response procedure
- Know adn comply with the accident/incident reporting procedure
- Know and comply with the site fire plan
- Be aware of your surroundings and potential hazards
- Report anything you have concerns over
- Agree to take action and report unsafe acts or conditions
- Keep the site and your work area secure and in a clean and tidy order
- Dispose all waste as instructed
- Arrange deliveries with the site team to ensure that timing does not conflict with any site restrictions

When working you MUST NOT:

- Use foul or abusive language, wolf whistle or employ any other form of unsociable behaviour
- Take risks or shortcuts
- Ignore any dangerous activity being carried out
- Leave plant or tools unattended, unless isolated and secure
- Knowingly harm the environment
- Work outside agreed working hours
- Use personal music systems
- Smoke, unless in a designated area
- Discriminate anyone on the grounds of their age, disability, gender, pregnancy, race, belief, religion
- Remove safety barriers or devices
- Ignore safety signage
- Block access and egress routes or emergency exits
- Block any roads or driveways or reduce pedestrians visibility of roads and crossings
- Proceed with activities that could cause statutory nuisances such as noise, dust
- Leave welfare facilities unclean or untidy
- Bully or harass anyone

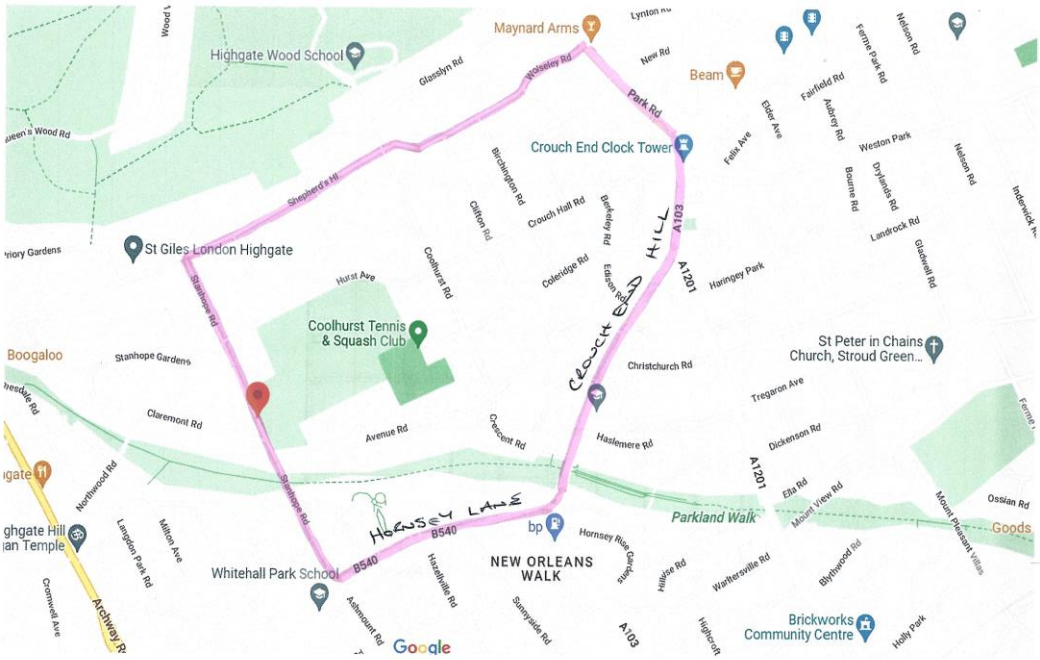
Drugs & Alcohol Policy

- You may be subject to disciplinary action and dismissal, if you:
- Drive a company vehicle while under the influence of drugs or alcohol
- Report for duty in an unfit state due to the use of alcohol, drugs or substance of abuse
- Be in possession of alcohol, drugs or substances of abuse whilst on duty
- Consume alcohol, use drugs or substances or abuse whilst on duty

Appendix B – Delivery Driver Safety Rules

1. No person is allowed to operate vehicles and plant unless trained to do so.
2. Seat belts must be worn at all times
3. No passengers are to be carried unless the vehicle is specifically designed to do so.
4. All drivers to drive carefully at all times and note the presence of pedestrians on site.
5. All drivers are to only operate the vehicle / plant strictly in accordance with manufacturer's recommendations / instructions.
6. All drivers must comply fully with all safety signage including: Speed limits, Stop signs, Give way signs, One-way signs, Loading restriction signs, etc.
7. Reversing is to be kept to a minimum and only undertaken when clear all round vision is available and under the direction of a trained vehicle marshall.
8. Hazard warning lights or flashing beacons to be on at all times while the vehicle is running.
9. Excavations only to be approached when safe to do so and guided by a trained vehicle marshall (stop blocks, spotting logs or other adequate edge protection must be available).
10. Ensure all materials are stored in a safe manner to prevent crush injuries.
11. Delivery drivers to remain with their vehicle at all times, in the cab when safe to do so.
12. Outside the cab drivers must follow a reasonable dress code, i.e. no shorts or vests will be allowed and full PPE must be worn i.e. Safety helmet, Safety boots, High visibility vests, Gloves and safety glasses, as well any other PPE as required by the task method statement.
13. Vehicles / plant left unattended must be left in a safe condition and with the key removed and / or immobilised.
14. Open top lorries must be sheeted, unless empty.
15. No young persons (under 18 years of age) or pets are allowed on site, this includes them being in a vehicle.
16. No defective vehicles allowed on site.
17. The site speed limit is a Maximum of 5-Miles Per Hour on approach roads 5mph within site area.
18. Dipped headlights are to used on site when wet / foggy conditions.
19. Unless in extreme emergencies, pedestrians are prohibited to access / egress from any loading bay ramp.
20. We expect that all delivery drivers are able to receive instructions and or directions in English.

Appendix C – Traffic Management Drawings/ Sketches



SK 02 - Stanhope Road Closure Diversion Route

Diversion Route.
TM Drawing to be included once approved.

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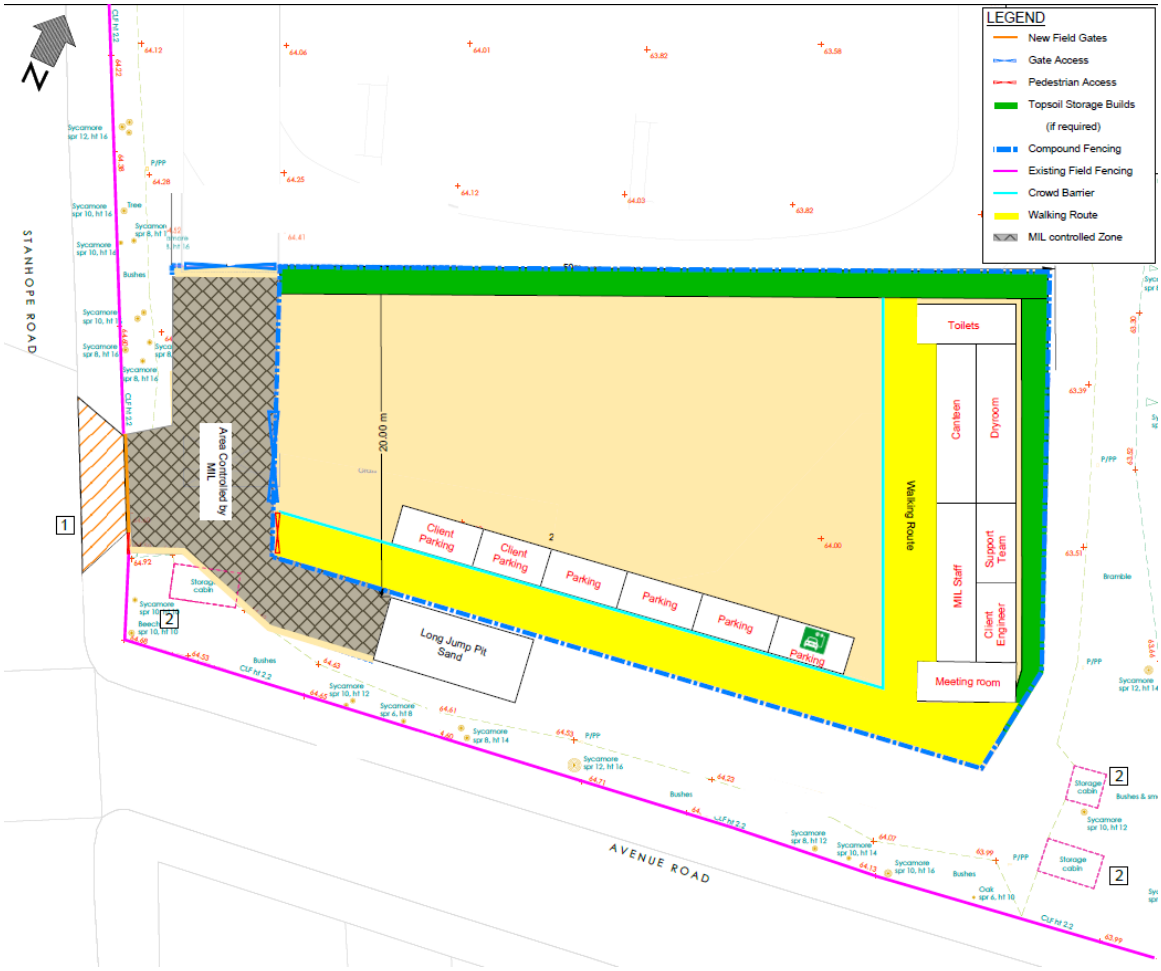
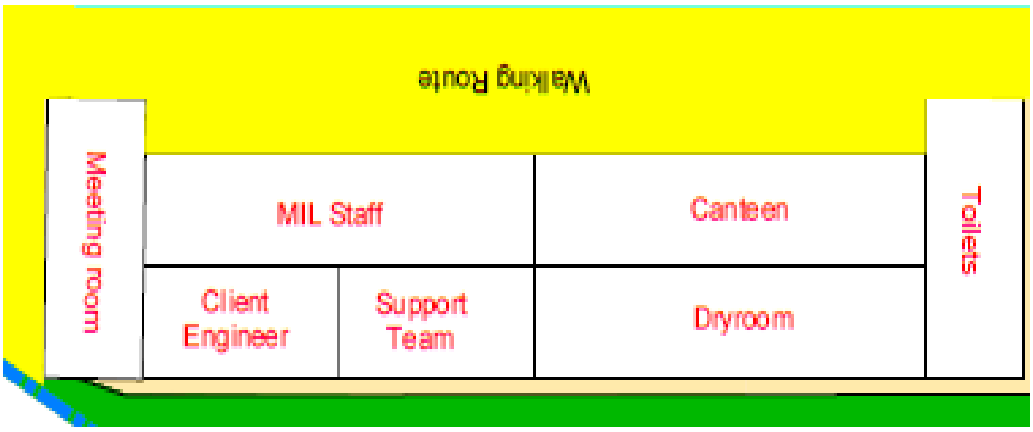
Appendix D – Site Office & Welfare Plan, incorporating the unloading plan





Delivering what we **promise**

Appendix E: MIL_FOR_HS_005.1 Fire Risk & Emergency Plan

Fire Risk & Emergency Plan to be attached separately to this document.

Appendix F: Client - Phase II Generic Quantitative Risk Assessment

Attached Separately