



Doherty Contract Services Ltd

CONSTRUCTION PHASE PLAN



**Gellinudd Assisted Care Home Facility
Phase 2
Lon Catwg,
Gellinudd,
Pontardawe,
SWANSEA, SA8 3DX**

Rev	Details	Date	Author
01	First Issue	23/01/2025	MJ
02	Second Issue	17/03/2025	MJ

This document shall be reviewed, as a minimum, at intervals not greater than three months by the Site Manager and any amendments shall be distributed to all relevant persons. The Site Manager shall ensure that the plan is communicated, read and understood by all relevant parties including contractors.

This document is the **Construction Phase Plan (CPP)** and is required under the **Construction (Design and Management) Regulations 2015 (CDM15)**.

Its main purpose is to set out in writing, the way in which the construction phase will be managed along with the key health and safety issues for the particular project.

The plan should set out the organisation and arrangements that have been put in place to manage risk and co-ordinate the work on site. It should not be a repository for detailed generic risk assessments, records of how decisions were reached or detailed method statements, but it may, for example set out when such documents will need to be prepared.

It should be well focused, clear and easy for contractors and others to understand – emphasising key points and avoiding irrelevant material. It is crucial that all relevant parties are involved and co-operate in the development and implementation of the plan as work progresses.

The plan must be tailored to the particular project. Generic plans that do not contain the information relevant to the particular risks associated with the work will not satisfy the requirements of the regulation. Photographs and sketches can greatly simplify and shorten explanations. It should also be organised so that relevant sections can easily be made available to designers and contractors.

Often the design and preparation for later work is not complete at the start of the construction phase. Nevertheless, the (CPP) for the initial phase of the construction work must be prepared before any work begins. It should also address later activities that will require careful planning. It may only be practical to address such activities in outline form before work starts and most will require revision in light of developments.

The (CPP) needs to be routinely reviewed revised and refined by the principal contractor as the project develops. For example, where the (CPP) is not being followed, and health and safety is put at risk, those involved must take appropriate action to deal with the risk. Monitoring may show the (CPP) has shortcomings and needs to be modified. Any significant changes in the (CPP) should be brought to the attention of all those affected.

To summarise, the construction phase plan must be set out in writing before construction activities begin. It must detail the organisation and arrangements in place for dealing with risk and co-ordination of work. It should be focused, clear, easily understood and written in plain English.

The (CPP) must be tailored to the project, detailed and not generic and must be routinely reviewed, revised and refined throughout the project duration.

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DESCRIPTION OF PROJECT

1. Project Description and programme details including key dates

a) Description

This project involves the construction of two single-storey buildings designed for assisted living, catering to the needs of service users. The scheme includes the excavation of the existing car park, traditional construction methods, and the installation of internal partitions, sanitaryware, and high-quality finishes. In addition, the project incorporates advanced systems, including a Guardian monitoring system and Building Management System (BMS) installations, to enhance safety, functionality, and efficiency. A few new parking spaces and external landscaping works are also included.

Scope of Work and Process

1. Site Setup:

- Define site boundaries and implement safety measures.
- Establish temporary facilities, welfare units, and storage areas.

2. Site Clearance and Excavation:

- Remove the existing car park surface and any obstructions.
- Excavate to required depths for building foundations and drainage systems.

3. Foundations and Groundworks:

- Lay reinforced concrete foundations.
- Install necessary drainage and utilities connections.

4. Structural Construction:

- Construct single-storey buildings using traditional UK construction methods, including brickwork and blockwork.
- Install structural beams and load-bearing walls as required.

5. Roof Construction:

- Install pitched or flat roofs with appropriate insulation and waterproofing.

6. Internal Partitions:

- Erect partition walls to define unit layouts.

- Include soundproofing and insulation where applicable.

7. Mechanical and Electrical Installations (1st Fix):

- Install wiring, plumbing, and HVAC systems.
- Prepare for connections to fixtures and fittings.

8. Guardian System and BMS Installations:

- Install the Guardian monitoring system for enhanced resident safety.
- Set up the Building Management System (BMS) to optimize energy use and facility management.

9. Windows and Doors:

- Fit window and door frames.
- Install glazing and ensure all openings are secure and weatherproof.

10. Sanitaryware Installation:

- Fit bathrooms with toilets, sinks, showers, and related fixtures.
- Ensure proper plumbing connections and waterproofing.

11. Finishes:

- Apply plaster to walls and ceilings.
- Paint and decorate interior spaces.
- Install flooring (e.g., vinyl, tiles, or carpet) and skirting boards.

12. External Works:

- Construct new car park spaces with appropriate surfacing.
- Landscape surrounding areas for aesthetics and accessibility.

13. Final Fixes and Handover:

- Install final fixtures, fittings, and cabinetry.
- Conduct final inspections and testing of M&E systems, including Guardian and BMS.
- Clean the site, provide documentation, and hand over to the client.

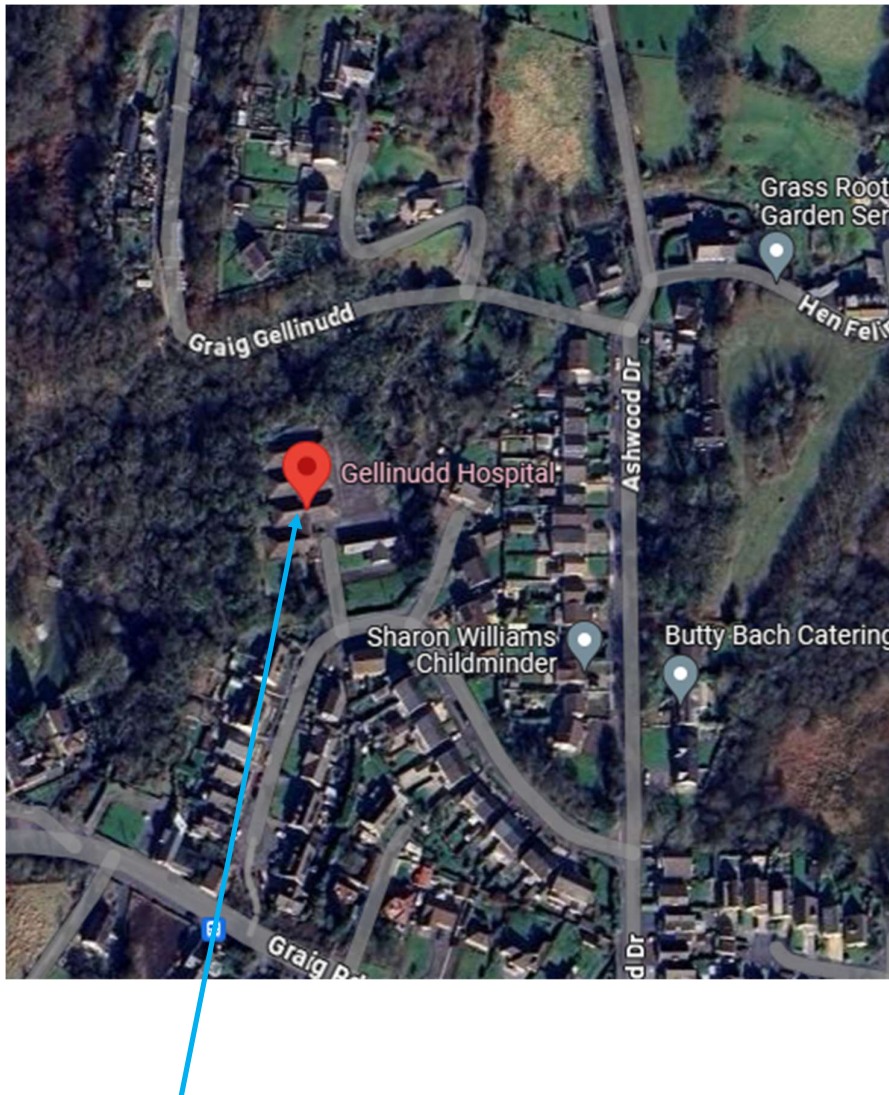
b) Key Dates

Construction start:	(TBC)
Duration	24 weeks
Hours of Work	0800 - 1630 Monday to Friday 0800 - 1300 Saturday

c) Programme of Works

Programme will be kept in the site file

d) Location



Site Location

1.2 Project Directory

Client

Rhodos Property (No 14) Limited
Windsor House
Cornwall Road
Harrogate
HG1 2PW
Contact: Frazer Roberts
Tel: 07742 007633
Email: frazer@swprop.co.uk

End User

M&D Care Ltd
Unit 25 Stradey Business Park
Mwrwg Road
Llangennech
LLANELLI
SA14 8YP
Contact: Michelle Martin
Tel: 01792 885126
Email: Michelle.Martin@manddcare.co.uk

Contract Administrator

Hurley & Davies Ltd
12 Axis Court
SWANSEA
SA3 4BQ
Contact: Stuart Roberts
Tel: 01792 791100
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Designer / Architect

Hurley & Davies Ltd
12 Axis Court
Mallard Way
SWANSEA
SA7 0AJ
Contact: Stuart Roberts
Tel: 01792 791100
Email: stuart@hurleyanddavies.co.uk

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12 Axis Court
Mallard Way
SWANSEA
SA7 0AJ
Contact: Peter Huzzey

Tel: 01792 791100
Email: peter@hurleyanddavies.co.uk

Civil and Structural

CB3 Consult Ltd
7 St James' Crescent
Swansea
SA1 6DP
Contact: Dylan Gravell
Tel: 01792 473182
Email: dylangravell@cb3consult.co.uk

Mechanical & Electrical Engineer

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10 Pentrepoeth Road
Morriston
Swansea
SA6 6AB
Contact: Wayne Curtis
Tel: 01792 792323
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Main Contractor

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Neath,
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SA10 7DR

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matthew@dohertycontractservices.co.uk

Health & Safety Executive :

HSE
Government Buildings
Phase 1
Ty Glas
Llanishen
CARDIFF
CF14 5SH
Fax: 02920 263120

The **Construction (Design and Management) Regulations 2015 (CDM)** establishes the requirement for a system of management for work to which the regulations apply.

The key aim of the regulation is to integrate health and safety into the management of the project and to encourage everyone involved to work together to:

- Improve the planning and management of projects from the very start.
- Identify hazards early on, so they can be eliminated or reduced at the design or planning stage and the remaining risks can be properly managed.
- Target effort where it can do the best in terms of health and safety.
- Discourage unnecessary bureaucracy

Client:

Client's arrangements ensure that:

- Suitable arrangements are made for managing the project and that:
- Duty holders are appointed.
- Sufficient time and resources are allocated, so that the entire project can be carried out safely and without risks to health.
- Relevant information is prepared and provided to other duty holders.
- The Principal Designer and Principal Contractor carry out their duties.

Principal Designer:

The Principal Designers arrangements are:

- To plan, manage, monitor and co-ordinate health and safety in the pre-construction phase of the project. This includes identifying, eliminating or controlling foreseeable risks.
- To ensure designers carry out their duties.
- To prepare and provide relevant information to other duty holders.
- To provide relevant information to the principal contractor to help them plan, manage, monitor and coordinate health and safety in the construction phase.

Principal Contractor:

The Principal Contractors arrangements are:

- To plan, manage and monitor and coordinate health and safety in the construction phase.
- To liaise with the Client and Principal Designer.
- To prepare the Construction Phase Plan.
- To organise cooperation between contractors and coordinating the work.

- To ensure suitable inductions are provided.
- To take reasonable steps to prevent unauthorised access.
- To ensure that workers are consulted and engaged in securing their health and safety.
- To ensure welfare facilities are provided.

Designer:

The designers' arrangements are to ensure that:

- When preparing, or modifying designs they must eliminate, reduce or control foreseeable risks that may arise during construction and the maintenance and use of a building once it is built.
- Provide information to other members of the project team to help them fulfil their duties.

Contractor:

The contractor/s arrangements are to ensure that they:

- Plan manage and monitor construction work under their control so that it is carried out without risks to health and safety.
- For projects involving more than one contractor, coordinate their activities with others in the project team, in particular, comply with directions given to them by the principal designer or principal contractor.
- For single contractor projects, prepare a construction phase plan.

The project will be managed in accordance with all relevant Health and Safety legislation and good practice guidelines. The **Construction (Design and Management) Regulations 2015** will apply fully to all stages and the project and management systems defined therein will be fully adopted.

Doherty Contract Services Ltd will:

- Have overall responsibility within the project site for ensuring compliance with the relevant Health and Safety legislation and site safety rules and good practice.
- Provide a healthy and safe workplace and working methods.
- Ensure the application of appropriate standards, including education and training, leadership and coaching to secure healthy and safe working environment.
- Ensure others who carry out work or visit the site will adopt similar standards.
- Action the plans and programmes designed to prevent all injuries, ill health and accidents.

- Implement systems to identify hazards, assess, monitor and control risks, instigate and encourage action which will improve and promote health and safety.
- Collate relevant design/construction information (Health and Safety File) for handover to the operational management team on completion of the project.

Each employee, including contractors, will:

Attend both site and local work area briefings to understand the hazards and procedures involved in the works.

- Be involved in assessing and controlling risk within their workplace.
- Take care for their own and other persons' Health and Safety.
- Bring to the attention of their supervisor or site manager any unsafe condition that has the potential to cause harm to a person or damage to plant / assets.
- Report immediately any near misses / unsafe acts, conditions that occur.
- Comply and cooperate fully with all site rules and requirements.
- Challenge any unsafe behaviour.

2.0 MANAGEMENT OF THE WORK

2.1 Management Structure and Responsibilities

The Principal Contractor Doherty Contract Services Ltd will manage all construction activities and all sub-contractors will report to the site manager.

2.2 Goals for the project.

To do all that is reasonably practicable to ensure a safe and healthy environment for all who work for us, or who may be affected by our work and to comply with all relevant legislation and Approved Codes of Practice.

To ensure that all employees, suppliers and contractors involved in this contract understand the importance of both quality, occupational health, safety and the protection of the environment in their work and the need to employ only those safe and environmentally acceptable working practices and procedures which will produce the required standards.

To ensure, through good Health & Safety Management that there are no accidents, incidents or injuries to anyone.

The don'ts:

- Do not undertake any work unless you have had a health and safety induction.
- Do not undertake a task or activity that you are NOT competent to do.
- Do not start work without the necessary equipment to complete the work safely.
- Do not make changes to the original scope of work/activity unless appropriate risk assessments have been undertaken.
- If in doubt, ask!

The do's:

- Ensure that you report near misses, and/or incidents that have the potential to cause harm.
- Ensure that you know the correct procedure in case of an emergency.
- Ensure that you are aware of emergency assembly points and containment areas within any location in which you work.
- Ensure that you apply the same degree of importance to health and safety as you do to work.
- Ensure that you consider the implications of your actions on the environment.
- Ensure that you understand and comply fully with health and safety requirements.

This will be achieved via the methods described below.

2.3 Arrangements

2.3.1 Regular liaison between parties on site

Meetings will be held as necessary including the Client, Principal Contractor, and the Principal Designer.

Contractors will be briefed, by the Site Supervisor/Manager, of the content of this Plan as part of site induction.

At the start of each week (or more often when necessary) the Site Manager/Supervisor will meet with subcontractors to coordinate activities and to ensure that there are no additional risks associated with simultaneous operation of various trades on site.

Daily inspections of the site will be carried out by the Site Supervisor and significant findings will be recorded.

2.3.2 Consultation with workforce

Methods of communication will be instigated by the Site Supervisor to ensure an adequate flow of on-site safety information reaches all site workers and these may include:-

- Method Statement briefings & Risk Assessment briefings
- Toolbox talks
- Safety notices
- Posters.

Workers will be encouraged at all times to give their views and to contribute to a positive health and safety culture.

Posters and Safety Bulletins will be displayed in the Site Office.

2.3.3 Exchange of design information between client, principal designer, designers, and contractors on site

Design works shall only be assigned to competent and resourced designers who shall be assessed to confirm their ability to comply with the principles set out in the CDM Regulations. In execution of the detailed design, shall agree all materials, construction sequences, principles of structural design etc. appropriate for construction of the works.

Any relevant design information required by the Principal Designer shall be forwarded for retention in the project health and safety file.

2.3.4 Handling design changes during the project

Changes in design, or changes which negate primary assumptions made in the Pre-Construction Information shall be referred to the Principal Designer.

Design changes will be tracked by the Project Manager/Site Manager, in conjunction with the designers, he will ensure that drawings reflect the latest design intent

2.3.5 The selection and control of contractors

All contractors used will be selected on the basis that they have successfully carried out similar work, they have the necessary technical qualifications and that they are able to demonstrate a good health and safety record.

All contractors shall prepare and operate their own safety management systems, taking account of the CDM Regulations 2015

Pre-commencement meetings will take place to ensure that the contractors understanding the requirements of this plan and Health & Safety Legislation in general.

The contractor shall promptly identify to Doherty Contract Services Ltd any contractor they intend to appoint or engage in connection with their agreed works. They shall ensure that any approved contractor whom they appoint or engage in their turn in connection with the project is informed of the minimum amount of time which will be allowed to them for planning and preparation before they begin construction work.

2.3.6 The exchange of health & Safety information between contractors

Relevant sections of this Construction Phase Plan will be briefed to contractors at induction and throughout the project as required.

Doherty Contract Services Ltd is responsible for reviewing, updating and amending this Plan on an ongoing basis.

Doherty Contract Services Ltd will coordinate between relevant subcontractors.

2.3.7 Site Security

Doherty Contract Services Ltd is responsible for site security and the prevention of unauthorised access. The construction area will be secured as necessary with suitable barriers or locking systems on the ex-doors. At the end of each shift, the working areas will be made secure and locked overnight.

Materials and equipment will be secured out of hours. Security measures will be inspected every day by the Site Supervisor. Any plant & materials will be secured out of hours.

2.3.8 Site Induction

All persons working on the site will receive a site induction before commencing work. Visitors shall be accompanied at all times whilst visiting the work site by an authorised member of the site team who is familiar with the site construction hazards, layout and restricted working areas.

2.3.9 On-site training

All personnel will have a site induction. Tool box talks relevant to the tasks being performed will be undertaken on a regular basis. Operatives will be briefed on the contents of relevant method statements and risk assessments. Sub-contractors will

carry out their own TBTs and copies will be provided to Doherty Contract Services Ltd as proof of completion.

2.3.10 Welfare Facilities and First Aid:

Doherty Contract Services Ltd will appoint a first aider for the site as a minimum, Sub Contractors will provide first aiders as required by their risk assessment.

A Welfare facility and site office, which meets the requirements of CDM 2015, will be provided on site.

Suitable drying areas, canteen facilities and toilets will be provided within the welfare area.

This will house the necessary H&S documentation/signing in/out register, Fire Risk Assessment & Action Plan, H&S Law Poster etc.

2.3.11 Statutory Notifications / Reporting and investigation of accidents & incidents.

An F10 notification if required, will be submitted by the Principal Designer

All accidents including those to subcontractor's workers must be reported immediately to the site management and a record entered in the site accident book. This includes all cases where first aid is provided, regardless of how minor the injury is considered.

After an investigation is carried out, the Site Manager will ensure that any follow up action required or recommended is carried out promptly and that information is relayed to all on site who may be affected by findings.

The Site Manager will ensure that all accidents/incidents categorised under RIDDOR are reported to the relevant enforcing authority.

'Significant Learning Event' incidents, those categorised as Dangerous Occurrences under statute, and those causing major damage whether or not injuries occur will be reported, investigated and recorded.

2.3.12 Production and approval of risk assessments & written systems of work/method statements.

Hazard Identification

Areas of significant risk have been identified during the pre-construction phase and are listed in the Pre-Construction Information and will be considered in the project hazard identification process.

Any additional risks identified by the Site Manager/supervisor or his team will also be considered in the project hazard identification process

Risk Assessments

The Site Manager will produce risk assessments where significant risks are identified. Contractors and sub-contractors will supply the Site Manager/Supervisor with Risk Assessments and Method Statements relevant to their activities. Risk Assessments will be produced by competent persons and be accessible on site.

Method Statements

Method Statements shall be task specific, identify tasks, responsible personnel, control measures and monitoring arrangements. The contents of the Method Statement will be communicated to all those undertaking and associated with the work activity including contractors and sub-contractors.

2.4 Site rules

- Ladders/Step-ladders only to be used where identified by risk assessment and for tasks of short duration.
- Operatives must remove waste and any materials not required as work proceeds and at the end of every shift
- Work at Height Access Equipment must be erected by trained personnel only.
- Site operatives must maintain clear access/egress routes at all times.
- Site operatives must not create slip, trip and fall hazards. They should store material and equipment in agreed areas.
- Electrical plant, hand held tools and leads must be properly tested on a regular basis. Operatives must not use unsafe equipment on site, report any defects and keep leads tidy.
- Safety footwear is mandatory on this site at all times.
- Additional items of PPE - Safety helmets, high visibility clothing, gloves, dust masks, etc. are to be carried / used according to the risk assessment requirements.
- Operatives must understand the Site Fire Plan, the interface with adjoining operational areas and the impact their work may have on others.
- Smoking is not allowed on site and should only be undertaken outside of the site perimeter.
- The use or possession of drugs / alcohol on site is strictly prohibited.
- Operatives must only operate plant / tools if they are trained, competent & authorised to do so.
- Operatives must avoid side loading of structures caused by stacking materials against fencing, hoarding and temporary structures such as scaffolds and falsework systems or partially constructed partitions
- Eating and drinking is restricted to the Welfare facility provided.
- Horseplay and bullying will not be tolerated.
- Mobile phones should not be used whilst operating plant and machinery, and calls should only be taken / made when in a position of safety.
- All personnel must undergo site induction before starting work.
- Burning of any waste material will not be permitted on site.
- Any visitors to the site must be accompanied by at all times by the Principal Contractor's staff.

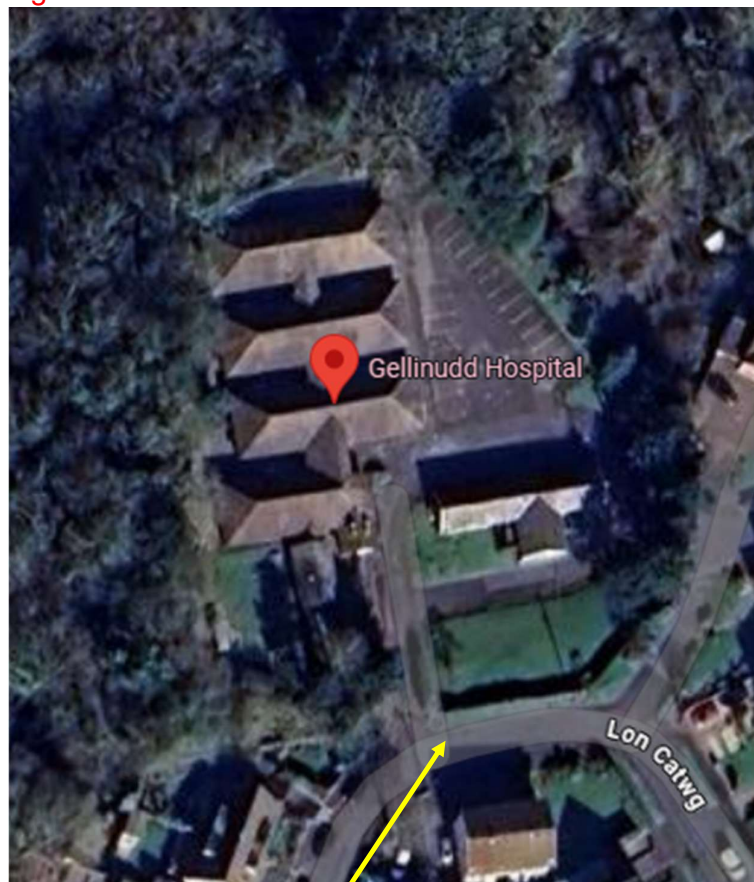
General House Keeping

- The area of work must always be maintained in a clean, tidy and safe condition.
- Materials must be stacked and organised correctly and any rubbish scrap and debris etc. must be removed as and when necessary and not left until the completion of work.
- Storage of equipment must be in an orderly fashion in an area.
- All designated walkways, access and egress routes must be kept clear always
- There is limited room for materials and site set up and therefore housekeeping is paramount to a safe and organised site.

2.5 Fire and emergency arrangements.

On Discovering a Fire-

- Raise the alarm by **sounding the air horn**.
- Dial 999. Ask for the Fire Service, giving the address and the location of the fire. Speak slowly and clearly.
- Only attempt to control the fire if you have been trained in fire extinguisher use and you are not at risk.
- Existing escape routes will be used in the event of emergency, and will be maintained throughout the works.
- Go to your designated Assembly Point using the shortest, safest route, closing doors and windows behind you.
- Your designated Assembly Point is: **Outside of main building exit through main gate**



Assembly Point

On Hearing The Alarm

- Leave the premises by the safest convenient route, quickly but in an orderly manner.
- Do not wait to collect personal belongings.
- Report to the appointed person at the Assembly point and await instructions. Do not leave the Assembly Point until told to do so by the appointed person.
- Fire and Emergency Arrangements to be displayed at the site entrance.

The Site Manager/Supervisor will be responsible for compiling and updating the Fire Plan. He will also inspect the site at the end of each shift to ensure that the risk of fire is controlled.

The Site Manager will always ensure that the fire safety processes and precautions for the site are fully maintained throughout the entire construction period, and will promote a 'fire safe' working environment, working in close partnership with the site management and sub-contractors. The fire plan will be reviewed & revised as the construction stages progress.

The site will be kept secure at all times and made secure at the end of the day to prevent potential arsonists getting into the building. Other possible access points such as scaffolding access will also be made secure as early as practical in the construction programme.

Highly combustible materials will not be stored in the building under construction.

Any area of hot work will be actively monitored for at least one hour after completion. This will mean that any such work will not be carried out towards the end of the day

The Site Manager/Supervisor will ensure that all areas are cleared of rubbish daily.

A smoking ban will be vigorously enforced by the Site Manager/Supervisor.

A designated smoking area will be identified at a suitable location outside the site.

Nearest A&E

Morrison Hospital - Emergency Department

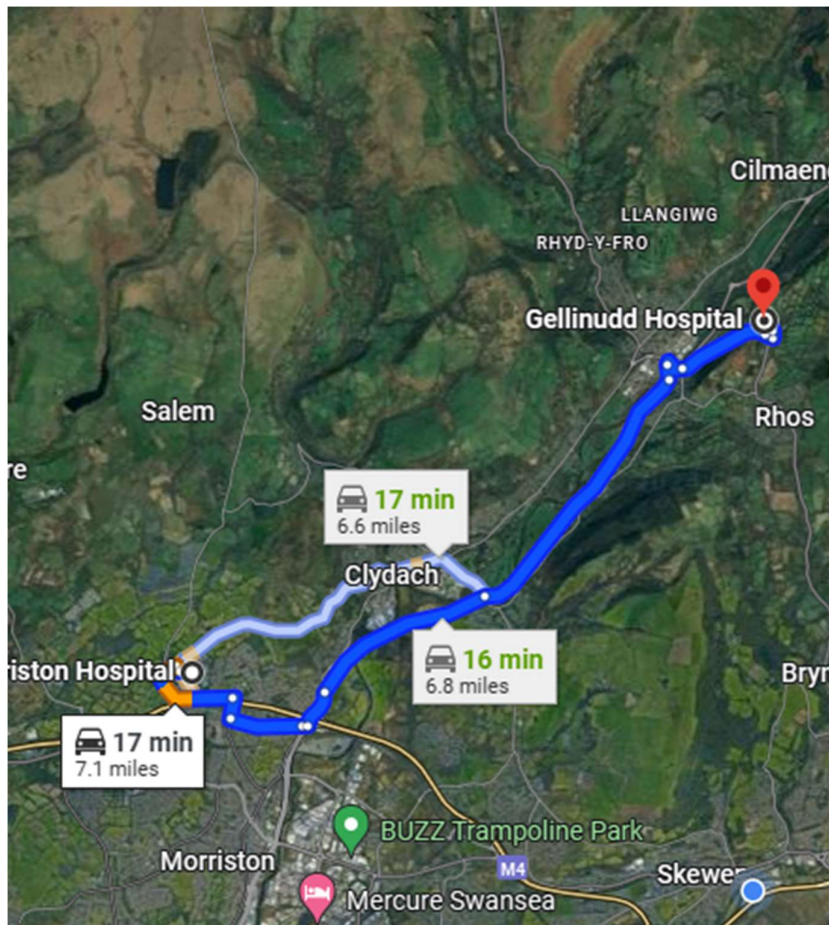
Heol Maes Eglwys

Morrison

Swansea

SA6 6NL

Tel: 01792 70222



2.6 Drawings.

The specific drawings for the refurbishment of these premises will be issued in advance of any construction works.

3 ARRANGEMENTS FOR CONTROLLING SIGNIFICANT SITE RISKS

3.1 Safety risks, including;

3.1.1 Delivery and removal of material (including waste) and work equipment taking into account risks to public

Routing Of Delivery And Construction Traffic

The building is positioned within a populated area. Delivery companies, suppliers and contractors will be sent a planned route which they will be expected to follow.

Access is anticipated to be available via the main entrance. A safe route will be provided and clearly highlighted and separated from areas where the public may be able to access.

Peak rush hour periods will be avoided where possible.

Entering And Leaving Site

Vehicles will park in the designated area, as agreed by the Site Manager.

Deliveries And Collections

All deliveries and collections will be scheduled by the Site Manager. Suppliers / Contractors will be advised that should they be unable to meet their planned time slot they must phone ahead to reschedule.

Scheduling of deliveries and collections will ensure that vehicles will not wait or stack for undue periods where possible.

Banksman will assist when vehicles are accessing or leaving the site, they will also ensure safe passage of pedestrians and vehicular traffic during loading and unloading.

Segregation of Site from Public/Third Parties.

The work areas are within the boundary of the apartment block, and can be busy with existing residents, staff & visitors. It is noted that some members of the community may be vulnerable.

DCS Ltd will ensure that the work areas are only accessible by DCS staff and authorized personnel at all times.

3.1.2 Dealing with services

We will ensure that existing services are located, and where necessary, isolated and locked off before construction works begin.

Confirmation of the location or absence of services will be completed by the Principal Contractor, Doherty Contract Services Ltd prior to any works commencing within the ex-building.

Where necessary gas, electricity and water services will be isolated or disconnected before work begins and clearly identified

The Principal Contractor shall take any such steps required to protect and maintain all existing services during the life of the project.

3.1.3 Working At Height

In accordance with the Work at Height Regulations 2005, all work at height will be properly planned, supervised and carried out safely. We will ensure risks from WAH are assessed and appropriate work equipment used. Means of access e.g. scaffolding will be designed, maintained and inspected by competent persons.

We will:

- Avoid work at height where possible
- Where work at height cannot be avoided, use work equipment or other measures to prevent falls (e.g. scaffold)
- Where risk of fall cannot be eliminated, use work equipment or other measures to minimise the distance and consequences of a fall should one occur (e.g. bean-bags / air-bags, crash decks, netting etc)
- Scaffold erection/dismantling (to NASC SG4: 05 guidance) by trained competent operatives. No modifications to be made by unauthorised personnel.

We will also ensure the:

- Provision of stairs or safe ladder access (Ensure ladders are secured and use restricted to access provision and works of short duration)
- Provision of safe working platforms (correct fittings, bracing, ties, adequate width, boarding, guard rails, toe-boards, brick-guards).
- Provision of secured guarding at exposed leading edges e.g. low-level windows, stairwells, floor openings and leading edges.

3.1.4 Work with or near fragile material:

N/A

3.1.5 Control of lifting operations:

Where lifting operations are required, they will be planned (by the “appointed person”), supervised and carried out by trained, competent persons. The level of planning and supervision will be proportionate to the risks associated with the operation. Lifting plans will be prepared taking into account issues such as weight/shape of load, ground conditions. Accessories for lifting may only be attached to a purpose-made point on the machine. Inspection and maintenance of machines and lifting equipment will take place in compliance with LOLER regulations and will be evidenced by reports.

3.1.6 Selection, maintenance and use of plant and equipment

All tools and equipment used on site will be: -

Suitable for the intended use; safe for use, maintained in a safe condition and, in certain circumstances, inspected to ensure this remains the case;

Used only by people who have received adequate information, instruction and training; and accompanied by suitable safety measures, e.g. protective devices, markings, warnings.

Instructions regarding the use of plant and equipment will be included in the site induction.

Contractors will confirm that any plant and equipment they intend to use on this project has been properly selected, inspected, tested and maintained and is safe to use.

Records of inspection and testing of plant and equipment will be kept in the site office.

3.1.7 Work on excavations and work where there are poor ground conditions

N/A

3.1.8 Work In Confined Spaces

N/A

3.1.9 Demolition

Any minor adjustment works and demolitions will be cordoned off, analysed and carefully taken down in accordance with Risk Assessments and / or method statements provided by Doherty Contract Services Ltd. And in guidance with South Wales Safety Consulting (our employed Health and Safety advisor)

3.1.10 Managing Temporary Works

All temporary supports and structures will be designed so that they comply with foreseeable loads. Management of temporary works will be in accordance with BS 5975.

3.1.11 Traffic routes and segregation of vehicles and pedestrians.

All deliveries and collections will be planned in advance and supervised by a banksman upon arrival at the front of the site- (See also 3.1.1)

3.1.12 Storage of materials and work equipment:

Equipment will be kept in a locked store when not in use. Plant and equipment will be stored in such a manner that they are protected from impact, water, freezing or other sources of damage.

3.1.13 Dealing With Unstable Structures

N/A

3.1.14 Accommodating Adjacent Land Use

The local area is predominantly residential.

Local roads are busy all day and pedestrians are anticipated close by.

The site will be secured at all times. Coordination with the local residents/properties will be carried out to suit the programme of works being undertaken.

15. Alcohol & Drugs.

Doherty Contract Services Ltd retains the right to refuse admission or request individuals to leave the site if they are unfit for work for the reasons of Alcoholism or Drug taking, or, any other reason that may affect the Health and Safety of that individual or others on site.

Random alcohol and drug sampling may be undertaken. Anyone refusing to give a sample or found to be affected by alcohol or drugs will be removed from site.

Doherty Contract Services Ltd reserve the right to bar entry to the site to anyone suspected of the above. Whilst most people who drink alcohol do so in moderation and with sensible regard for the consequences, there is a significant minority whose drinking brings harm to their own lives or the lives of family, friends and colleagues. Similarly, the use of drugs for non-medical reasons can disrupt such relationships and may be illegal.

The Company is concerned about the damage such a condition may cause to the health and work performance of the individual, together with the possible effects this may have on the health and safety of employees, sub-contractors and members of the public.

The Company will: -

- Increase the general awareness/knowledge of the workforce regarding risks associated with excess alcohol consumption and the misuse of drugs and to encourage individuals with drug or alcohol problems to seek help and assistance as appropriate.

- Generally, take a welfare-based approach when dealing with individuals having drug or alcohol problems, however the severity of a problem or the refusal of help or drug related misconduct could lead to disciplinary procedures being invoked.
- Assist line managers identify individuals with drug/alcohol related problems and encourage a company culture whereby all staff realise the importance of not covering up for individuals with known drug or alcohol problems.
- Make clear that the company regards excess/inappropriate alcohol consumption or use of illegal drugs as incompatible with acceptable employment performance, by ensuring that clear statements of the company rules regarding drug and alcohol are communicated to the workforce.
- Ensure that the company can operate in an effective manner not disrupted by drug or alcohol use, thereby reducing drug or alcohol related absenteeism and promoting satisfactory performance.

3.1.16 Deep Water

N/A

3.1.17 Other Significant Risks

TBC

3.2 Health Risks

3.2.1 Asbestos

An R&D Asbestos Survey will need to be carried out when in possession of the site in it's construction phase. No areas will be disturbed prior to commencing an R&D Survey.

3.2.2 Dealing With Contaminated Land.

N/A

3.2.3 Manual Handling

Where possible, we will avoid manual handling of heavy or awkwardly shaped objects and utilise mechanical lifting methods such as trolleys, scissor lifts etc. A material hoist will be installed to lift materials onto the work area on the rooftop. All operatives are trained in basic manual handling techniques and, following risk assessment, information on any residual risk will be conveyed to operatives and reinforced with toolbox talks. The nature of the access in and out of the site gives rise to an increase in manual handling of all the materials and this will need to be closely monitored for good techniques when executing the work.

3.2.4 Use of Hazardous Substances

The storage and use of substances which may be hazardous to health will be in

accordance with the COSHH Regulations. Storage and use of substances hazardous to health will be controlled by the Site Manager, who will also co-ordinate and disseminate COSHH information and in addition monitor and maintain a COSHH Register relevant to the substances to be used and stored on site. COSHH Risk Assessments will be carried out as appropriate.

3.2.5 Reducing noise and vibration

Consideration will be given to the time of day for any major noise sources, as the work is within a residential area.

Noise and vibration will be reduced to the lowest practicable level.

Between 80 and 85dB(A), all employees will be advised to wear hearing protection and provided with it on request.

Above 85dB(A) the use of hearing protection is mandatory and will be strictly enforced.

We will ensure that different types of hearing protection are available so as to suit individual requirements (e.g. earmuffs, earplugs, semi-inserts).

We will ensure that the hearing protection selected is effective in reducing exposure to a safe level (i.e. below 80dB(A)).

We will avoid use of vibrating equipment where possible e.g. hand-held breakers, angle grinders etc. Where use cannot be avoided, manufacturers' guidance will be followed with regard to permissible usage times, vibration damped tools will be used, and job rotation implemented whenever possible

3.2.6 Dust

We will: -

Minimise creation of dust by using the correct size building materials, where possible.

Minimise creation of dust by assessing the cutting method to be used.

Minimise creation of dust by using the correct local exhaust ventilation (LEV), suitable for the cutting tools being used.

Control the levels of dust by enclosing the cutting areas using temporary screens, where practical.

Vacuum cleaning up any dusts that are generated and as a last resort sweep up and manage disposal.

Ensure that goggles are worn when carrying out tasks which create dust.

Ensure RPE is worn – correct RPE must be selected to protect against the particular type of dust encountered and be face fit tested – refer to COSHH Assessment.

Ensure RPE is correctly fitted so as to be fully effective.

Ensure that smoking, eating and drinking will not be allowed in dusty atmospheres.

Ensure good standards of personal hygiene – all personnel to wash thoroughly after exposure to dust.

Ensure all contractors are aware of the dust risk and the controls in place.

3.2.7 Weils Disease & Leptospirosis

With all basement and Ground Floor areas there is a small risk of infection from rats. A specific Risk Assessment by the Principal Contractor Doherty Contract Services will address these risks.

As a precaution cover any cuts and grazes and have a waterproof dressing put over them. Ensure the correct PPE is worn. Ensure a high-level of personal hygiene is maintained at all times.

All personnel to wash thoroughly after exposure in these instances.

3.2.8 Other significant health risks.

Cold environments:

As the work will be carried out inside the building during the winter months, we will:

- Ensure the personal protective equipment issued is appropriate
- Provide mobile facilities for warming up, and encourage the drinking of warm fluids such as soup or hot drinks
- Introduce more frequent rest breaks
- Educate workers about recognising the early symptoms of cold stress

UV – Exposure to the Sun

Not applicable for this project.

(NB-only applies if there is work outside of the ex-building – prep work for internal works and the time of the year the work is being undertaken)

4. THE HEALTH AND SAFETY FILE

We will implement an effective management system by which the requisite information is provided for inclusion in the Health and Safety File by the Principal Designer which will include:

1. A brief description of the work carried out.
2. Any residual hazards and how they have been dealt with
E.g: surveys or other information concerning asbestos, contaminated land, water bearing strata, buried services.
3. Key structural principles incorporated in the design of the structure
E.g. bracing, sources of substantial stored energy-including pre-or post-tensioned members and safe working loads for floors and roofs etc.
4. Any hazards associated with the materials used
For example, hazardous substances, special coatings which should not be burned off etc.

5. Information regarding the removal or dismantling of installed plant and equipment.
6. Health and safety information about equipment provided for cleaning or maintaining the structures
7. The nature, location and markings of significant services.
8. Information and as-built drawings of the Dwelling/structure, its operation of any installed equipment.

The above information will be provided to the Principal Designer who will ensure that this is incorporated into the Health and Safety File for subsequent handover to the Client.

During the life of the Project, all relevant Health & Safety, design / construction, quality assurance, test and commissioning data / information will be collected by the Principal Contractor and passed to the Principal Designer.

It is the responsibility of the Principal Designer to collate all such information and establish an adequate reference system, prior to handover of the CDM H&S File, to ensure that any relevant information is available.

The Principal Designer will prepare the master version of the CDM H&S File incorporating information from the Principal Contractor as well as from the client and designers.

5.0 APPENDICES.

5.1 Asbestos Survey & Report.

Management survey if available is displayed on site. No works to disturb fabric of building will commence until a full R&D Survey has been carried out.

5.2 F10 Notification

To be submitted by the Main Contractor

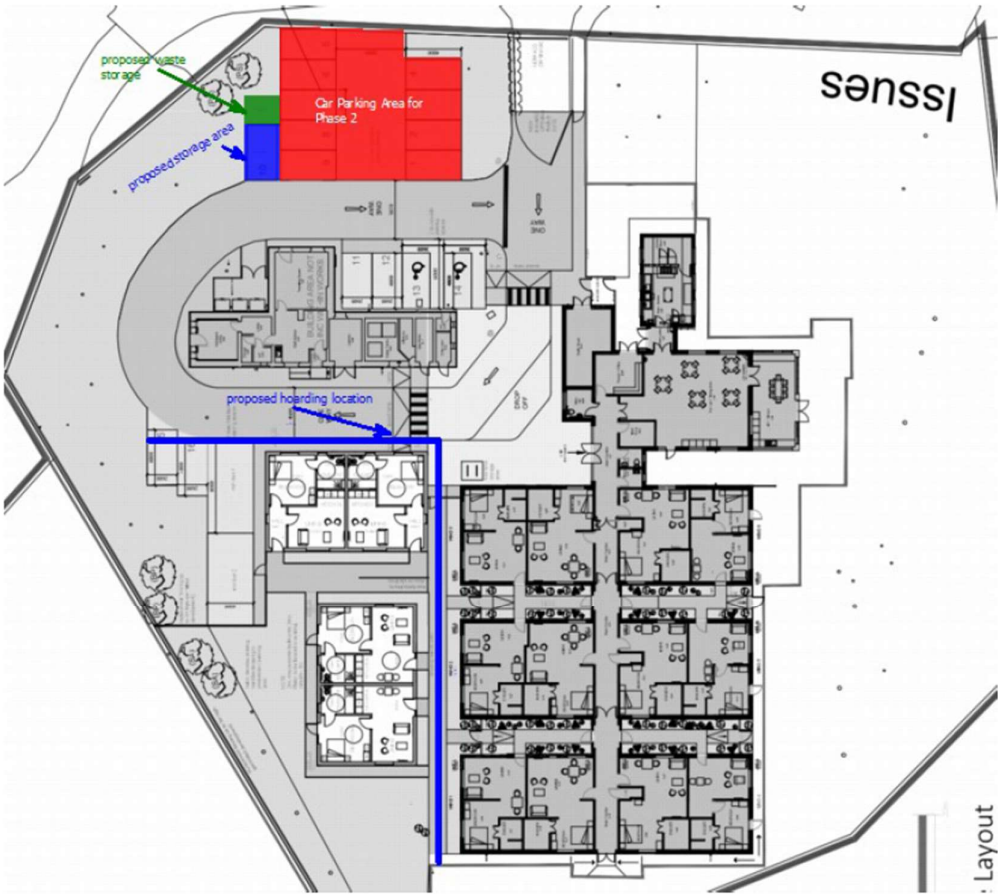
5.3 Site Wide Risk Assessment & Method Statement

(Hardcopy in site folder)

5.4 Site Induction.

(Hardcopy in site folder)

5.6 Site Set Up Plan.



5.7 COVID-19 Information

5.7.1 Works will be planned and managed in order to minimize risk associated with Covid 19. We will work in accordance with the current government guidance and control measures will be implement in line with the guidance issued to the construction industry by the government and the current Construction Industry Council's Construction Sector - Site Operating Procedures Protecting Your Workforce During Coronavirus (Covid-19).

5.7.2 A project specific risk assessment and procedure will be prepared and implemented on this site.

5.7.3 During the works on occupied premises, the arrangements for managing Covid 19 will be discussed with the Client.

5.7.4 Operatives will be instructed to clean their hands often with an alcoholbased hand sanitiser that contains at least 60-95% alcohol, or wash their hands with soap and water for at least 20 seconds. Soap and water should be used preferentially if hands are visibly dirty. Soap and water and alcoholbased hand rubs will be provided in multiple locations including welfare / communal areas.

5.7.5 COVID-19 - routine environmental cleaning will be carried out to all frequently touched surfaces in the workplace, including countertops, doorknobs, keyboards, etc. Using the cleaning agents / disposable wipes that are usually used in these areas and following the instructions on the label.

5.8 Parking of vehicles for site operatives and visitors

5.8.1 As Phase 2 commences, the car parking facilities situated within the fully completed Phase 1A area are expected to be majority complete, with a significant proportion of the total parking capacity available for immediate use. To ensure efficient operations, the available parking spaces will be optimised and allocated to meet the needs of both **contractor personnel** and **staff members**, with a designated split to accommodate the workforce requirements of each group, thereby ensuring a largely uninterrupted experience for all users while any remaining minor works are finalized

5.9 Loading and unloading of plant and materials

5.9.1 Throughout the construction process, a designated point for the loading and unloading of plant and materials will be established, with its location subject to change as project requirements evolve and shift to different areas of the site. The specific location at any given time will be confirmed and communicated in advance, ensuring all stakeholders are informed and can adapt to the changing project needs.

5.10 Storage of plant and materials used in constructing the development

5.10.1 For the storage of plant and materials, a designated area will be allocated within the site. Please note that the location of this storage area will change periodically throughout the construction process, aligning with shifting project requirements. The updated location will be confirmed and communicated to all relevant stakeholders in advance of each relocation.

5.11 The erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate

5.11.1 As part of our site setup, we will erect framed timber security hoarding around the perimeter. To enhance the site's appearance and align with our client's brand identity, the hoarding will be decorated in the end-user's chosen corporate colours. The exterior of the hoarding will also feature:

1. **Contractor Signage:** Identifying our team as the project's construction partner.
2. **Health & Safety Signage:** Clearly displaying essential safety information for the public and site personnel.
3. **End-User Corporate Signage:** Prominently showcasing our client's corporate branding, ensuring a professional and welcoming presence for public viewing, where applicable.

5.12 Wheel washing facilities

5.12.1 Dedicated Wheel Washing Facilities will be provided to ensure site cleanliness and prevent cross-contamination. Located in a designated single parking bay, these facilities will be mandatory for all contractor vehicles to utilize:

- **Prior to entering** the new Phase 2 work area, to prevent importation of external debris.
- **Upon exiting** the Phase 2 work area, to prevent the spread of site materials to other areas.

Contractor Cooperation is required to use these facilities as directed, supporting our commitment to maintaining a clean and safe working environment.

5.13 Measures to control the emission of dust and dirt during demolition and construction

5.13.1 To minimize environmental impact and ensure a healthier environment for workers and neighboring communities, we will implement a comprehensive dust and dirt control strategy during Phase 2 of our new build construction project. Pre-construction, we will review the Environmental Impact Assessment to identify potential dust hotspots and develop a tailored Dust Management Plan outlining responsibilities, measures, and monitoring protocols.

On-site, the construction area will be fully enclosed to contain dust, and access roads will be regularly treated with water or dust-suppressing agents to reduce vehicle-generated dust. The ground will be periodically wetted, especially in high-dust areas, to prevent dust dispersion. During specific construction activities, we will utilize drilling and sawing equipment with integrated dust extraction systems, apply water to cutting areas, and maintain a controlled concrete mixing process to minimize spillage.

All stored materials (like sand and cement) will be covered with tarpaulins or plastic sheets, and handled with care to prevent spillage. Ongoing monitoring of air quality will be conducted to assess the effectiveness of these measures, with adjustments made as necessary to ensure compliance with environmental standards and the project's dust management objectives.

5.14 Scheme for recycling / disposing of waste resulting from demolition and construction works.

5.14.1 As a registered waste carrier in the UK, DCS is committed to environmentally responsible practices. For our demolition and construction projects, including the ongoing transition from Phase 1a to Phase 2, we will implement a comprehensive waste management scheme.

This will commence with a thorough site-specific waste assessment to identify all potential waste streams. Subsequently, we will segregate waste at source into designated categories (e.g., concrete, metals, wood, plastics, and hazardous materials). Our team will then utilize a network of approved, environmentally licensed facilities to ensure a minimum of 80% of all waste is recycled or reused, with the remainder disposed of in accordance with UK waste regulations. Regular audits and reporting will be conducted to monitor compliance, identify areas for improvement, and maintain transparency with our clients and regulatory bodies, adhering strictly to the Environmental Protection Act 1990 and the Waste Framework Directive.