

- 6.3 Where variations in design work or planned procedures are necessary during the construction phase, these should be appropriately assessed in respect of health and safety implications and any information circulated to members of the project team including the Principal Designer.
- 6.4 Regular site progress, design and project review meetings will be held and are a suitable forum for ensuring that the above requirements are met, in addition to other means of liaison with relevant parties due to daily changes.
- 6.5 Health and safety issues at these meetings should be high on the agenda and not be passed over at the end of the meeting due to lack of time. Items raised and discussed will be minuted, actioned where appropriate and form part of the documentation to this Health and Safety Plan, namely the 'Minutes of Meetings' file kept in the site office.
- 6.6 The following points will be included under the heading for health and safety issues.
- Recommendations and action taken or outstanding, following regular monitoring by site management or independent sources (i.e. safety inspections and audits).
 - Reports of accidents, dangerous occurrences, near misses and complaints including analysis and action.
 - Recommendations of any safety representative.
 - Pre-planning in light of project progress and work programmed before next meeting including updating of health and safety plan.
 - Inter-relationship of contractors work to ensure co-ordination and co-operation.

SECTION 7

ACTIVITIES WITH RISKS TO HEALTH AND SAFETY

- 7.1 A number of hazards that pose risks to Health and Safety have been identified, they are as follows:
- Site access and security
 - Receiving deliveries
 - Interface with existing environment and protection of 3rd parties
 - Working around existing services
 - Noise and Dust generation
 - Manual Handling
 - Plant and Vehicles on site
 - Asbestos
- 7.2 All sub-contractors will provide detailed Risk Assessments and Method Statements, which are to be agreed by the Site Agent and checked by the Company Safety Adviser, as necessary, prior to commencement on site. Additionally COSHH information will be provided as part of the sub-contractor's submission. These submissions will address the following:
- The storage and distribution of materials.
 - The movement of vehicles on site, particularly as this affects pedestrian and vehicular safety.
 - The provision and use of mechanical plant.