August 2021

NIGEL MORRIS
Builders Limited

The Construction Phase Health & Safety Plan for Development

For Fleet Road, Holbeach PE12 8LA

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1-Management

Client contact

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Contact: Nigel Morris

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Principal designer

Company: Nigel Morris Builders LTD

Contact: Nigel Morris

Telephone: 07745 380362 or 01406 422693

Principal contractor

Company: Nigel Morris Builders LTD

Contact: Nigel Morris

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Designers

Company: CAD – Cooper Architectural Design

Contact: John Cooper

Telephone: 01775 711174

Site manager

Company: Nigel Morris

Contact: Nigel Morris

Telephone: 07745 380362 or 01406 422693

Other contacts

Site Operatives – Kenny Stewart 07598 630078

Joshua Callis 07860 542186

Kieran Rackham 07857 201810

2- Description of activities

Construction of 5no. 3 bedroomed bungalows and garages, pipe and fill main drain to front of site.

The site will drain to the front naturally as the bungalows are to be built 300cm from ground level due to flood risk.

All excavated material to remain on site to fill the main drain once piped.

3- Access to site

Access to site by entrance at far end and newly formed entrance on Plot 3 when drain is filled.



4- Insurance

All contractors whether directly employed or otherwise must ensure that they carry adequate insurance to meet their legal liabilities as prescribed in law.

5- Contract Programme

See below for brief contract programme

- Clear site and set up safety fences and gates
- Clear drain, pipe and construct manholes and fill
- Form new entrances to Plots 1&2, 3, 4& 5
- Mark out and dig Plots 1,2 4&5 and put in foundations
- Construct Plots 1&2
- Construct Plots 4&5
- All mains services brought onto site by utility providers
- Form roadways to plots 1,2 4 & 5
- Complete all external works to Plots 1,2 4 & 5
- Move compound from Plot 3
- Dig out footings for Plot 3
- Construct Plot 3
- Clear away all safety fencing
- Put up new boundary fencing
- Turf front lawns
- Complete

6- Training

All operatives are adequately trained to carry out required tasks.

All contractors must hold CSCS cards

Plant operators must hold CPCS or NPORS certification

Examples:







7- Contractors and materials access to site

All contractors must notify site manager of arrival and sign in

All deliveries to be booked in with site manager at least 24 hours prior to arrival

Hours of work will be 7:00am till 5:00pm Monday – Friday and 8:00am till 4:00pm Saturday. No works to be carried out on Sundays, with the exception of emergency works in the interests of safety.

All contractor's vehicles will be parked within the site in a designated area (initially Plot 3).

Delivery of materials will be offloaded to the designated secure compound. All deliveries to take place during the working hours of the site and delivery vehicle engines must be turned off during unloading.

A hardstanding will be constructed upon Plot 3 which will initially be designated for parking and unloading. The site will be dampened down whenever there is an extremely dry spell of weather to prevent and nuisance from dust.

During the construction operations, vehicles exiting the site may carry deposits of soil or mud trapped on their tyres out on to the Fleet Road. To prevent this occurring, a wheel cleaning regime will be implemented. Wheel cleaning will consist of two simple operations carried out by a designated operative, suitably attired for this work.

1. Before leaving, the vehicle will stop and turn the engine off. If necessary, any heavy deposits will be removed manually using scrapers or such like.
2. Following step one, wheels will be washed using a high pressure jet wash lance ensuring that any residual deposits lodged in the tyres are removed. If required, the vehicle will move forward slightly to ensure that the complete circumference of the wheel is clean.

On completion, wheels will be inspected and confirmed that it is cleaned satisfactorily to leave site.

The operative will ensure that water used during the wheel washing operations does not migrate out onto the highway.

8- Contractors parking

Contractors to van share to minimise vehicle numbers. Contractors to park in the Plot 3 compound.

9- Work access areas

Goods access and delivery will be via newly formed front entrance to site and to be agreed with the site manager upon booking deliveries in.

10- Security

The site area will be checked over by the site manager daily, prior to opening and closing. A check of both front and rear entrance to site will be done to ensure cleanliness and clearance of entrances and exits. No small tools to be left on site overnight and any plant machinery left on site at contractors' own risk. There is no onsite storage area.

11- Health & safety principles and objectives for the project

The managing director of Nigel Morris Builders LTD is responsible for this policy and its implementation, through all contractors.

The site manager will be responsible for establishing and maintaining safety standards and instructions on this site in compliance with all applicable regulations.

Safety reviews are an ongoing procedure and regular safety checks must be carried out both internally and externally.

All operatives/contractors and staff have the right to work safely and all must be aware that they have a legal duty to work in a safe manner and co-operate in helping to create safe working conditions.

All staff/contractors must be appropriately trained and competent to carry out the work in which they are doing and carry out their responsibilities in accordance with the act.

All safety equipment/PPE is to be worn as deemed necessary in accordance with the statutory regulations by all staff/contractors.

All small tools that require PAT testing must have been inspected and be in date. All plant/machinery must have inspection certificates, LOLER if required.

CDM regulations to be implemented and instructed to all staff/contractors.

12- Arrangements for principal contractor to give directions and co-ordinate other contractors

Directions will be given verbally on site by the PC for the duration of the works.

13- Site meetings

Site meetings to be held each week with all relevant parties (time and day to be agreed) to discuss the progress of the works and other relevant issues that may arise. Co-ordination with other contractors will normally be carried out before or after weekly site meetings or if appropriate through telephone calls and impromptu site meetings.

14- Information for contractors

The client is to bring attention of any specific site rules for contractors or specific health and safety procedures applicable to the site and will provide further information appertaining to the works and items specific to the trades involved. A site health & safety file will be created using RAMS from all contractors to be used on site and will be given to all contractors/staff to read and sign before work commences. All drawings, underground service information and any asbestos location information (if applicable) to be give to contractors prior to any works being carried out.

Evacuation procedures in case of a fire must be in place and all contractors/staff must be made aware of the procedure upon induction to the site. Clear signage showing where the fire assembly point is must be erected.

All contractors/staff will receive a site induction from the site manager prior to the commencement of works in respect of the nature of the works, site restriction information and health & safety procedures.

15- Communications and co-operation

Day to day instructions will be given to the workforce verbally by the site manager.

All contractors will provide method statements and risk assessments for carrying out their specific works. Any deviations from the agreed works must be identified and reported and revised/amended RAMS to be produced.

Relevant weekly tool box talk meetings must be held and recorded. Any issues that have been identified are to be discussed in the weekly site meetings or sooner if necessary.

Any non-conformance on site will result in suspension of their operation.

Arrangements for dealing with any design work carried out during the construction phase must ensure that it complies with CDM Regulations 2015. The resultant information will be passed to the appropriate persons. Any design changes during the construction phase must have a written description of the design change and be issued to the relevant parties. Any health & safety issues that may arise from the changes must be considered. Any revised drawings/specifications will be issued to all relevant parties.

16- Reporting on RIDDOR information

In accordance with the HSE Reporting of Injuries, Diseases and Dangerous Occurrences Regulations, a register and record pertaining to any such occurrences will be kept on completion of the project.

17- Site Rules

- Hard hats to be worn at all times
- Safety footwear to be worn at all times
- Hi visibility vest/jacket to be worn at all times
- Safety googles to be worn when deemed necessary
- Gloves to be worn when deemed necessary
- Hearing protection to be worn when deemed necessary
- Statutory site notices will be displayed within the site work area

18- Health & safety file

A health & safety file will be created and will contain the following:

- Construction phase plan
- Risk assessments and method statements of all contractors
- Equipment instructions for anything to be installed
- As built drawings
- Site induction forms
- Tool box talks manual and register
- Site visit sheets
- Site weekly check forms

- COSHH register
- A copy of all qualifications/certificates for operatives
- Inspection/maintenance information for all plant/machinery being used

19- PPE requirements



20- Hazardous substances

Any hazardous substances that are to be used on site must have a COSHH assessment produced. These will be contained within the health & safety file. There are no facilities on site to store hazardous substances. Any spillages/exposure must be reported immediately.

21- Working from height

You must aim to avoid work at height where it is reasonably practicable to do so. Where work at height cannot be avoided, you must prevent falls using either an existing place of work that is already safe or the right type of equipment, minimise the distance and consequences of a fall by using the right type of equipment where the risk cannot be eliminated.

Do as much work as possible from the ground. Ensure workers can get safely to and from where they work at height. Ensure equipment is suitable, stable and strong enough for the job, maintained and checked regularly.

Make sure you don't overload or overreach when working at height. Take precautions when working on or near fragile surfaces. Provide protection from falling objects. Consider your emergency evacuation and rescue procedures.

22- Tools and equipment

All equipment or tools brought onto the site will be of sound construction and will meet statutory requirements applicable to these tools or equipment.

23- Permits to work

Permits to work will be required to undertake some works on site. These permits will be arranged and issued by the site manager when required.

24- COSHH register

All works will be undertaken by trained, competent and qualified persons and in all cases in accordance with safety procedures specified by the manufacturer. A COSHH assessment is required for all hazardous substances and will be located in the on-site health & safety file.