STINDERS HOMES

Construction Phase Plan

For Phase 2

59 Dwellings

Quadring, Spalding

August 2022



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Introduction

This document represents the Construction Phase Health nd Safety Plan (the Plan) for the Building of 59 Dwellings at Crossroads Nursey Quadring

This plan does not represent any other project other than named above. The client has taken on the Roles of Principal Designer and Principal Contractor

This Construction Phase Plan has been prepared in conjunction with Andrew Lambert who is the Site Manager and Ian Smith NJS Safety Ltd Health & Safety Advisor.

The Plan has been produced in accordance with the Construction (Design and Management) Regulations (CDM 2015).

The Plan shall be submitted to the client for comment for approval prior to commencing work.

All enclosed information is deemed correct as of 23rd August 2022.

Site Address.

Crossroads Nursery
Main Road
Quadring,
Spalding
Lincolnshire
PE11 4PJ

CONSTRUCTION PHASE HEALTH & SAFETY PLAN - AMENDMENTS

DATE	VERSION NO.	NATURE OF CHANGE	REVISED BY WHOM
13.01.2022	Zero	Initial issue	Ian Smith
23.08.2022	One	Phase 2	Ian Smith

1.0 Project description & Program Details

The project involves the building of 59 Dwellings, with access roads and connected mains services

Project commencement date: Phase 2 August 2022
Project completion date: January 2024

1.1 CDM DUTY HOLDER

CLIENT

Stinder Homes Ltd
Birchwood one business park
Unit 3
Dewhurst rd
Birchwood
WA37GB

Tel: 07900500720
E-Mail :andyatstindershomes@outlook.com

PRINCIPAL CONTRACTOR / DESIGNER

Stinder Homes Ltd
Birchwood one business park
Unit 3
Dewhurst rd
Birchwood
WA37GB

Tel: 07900500720
E-Mail :andyatstindershomes@outlook.com

Other People of Interest

Health & Safety Advisor

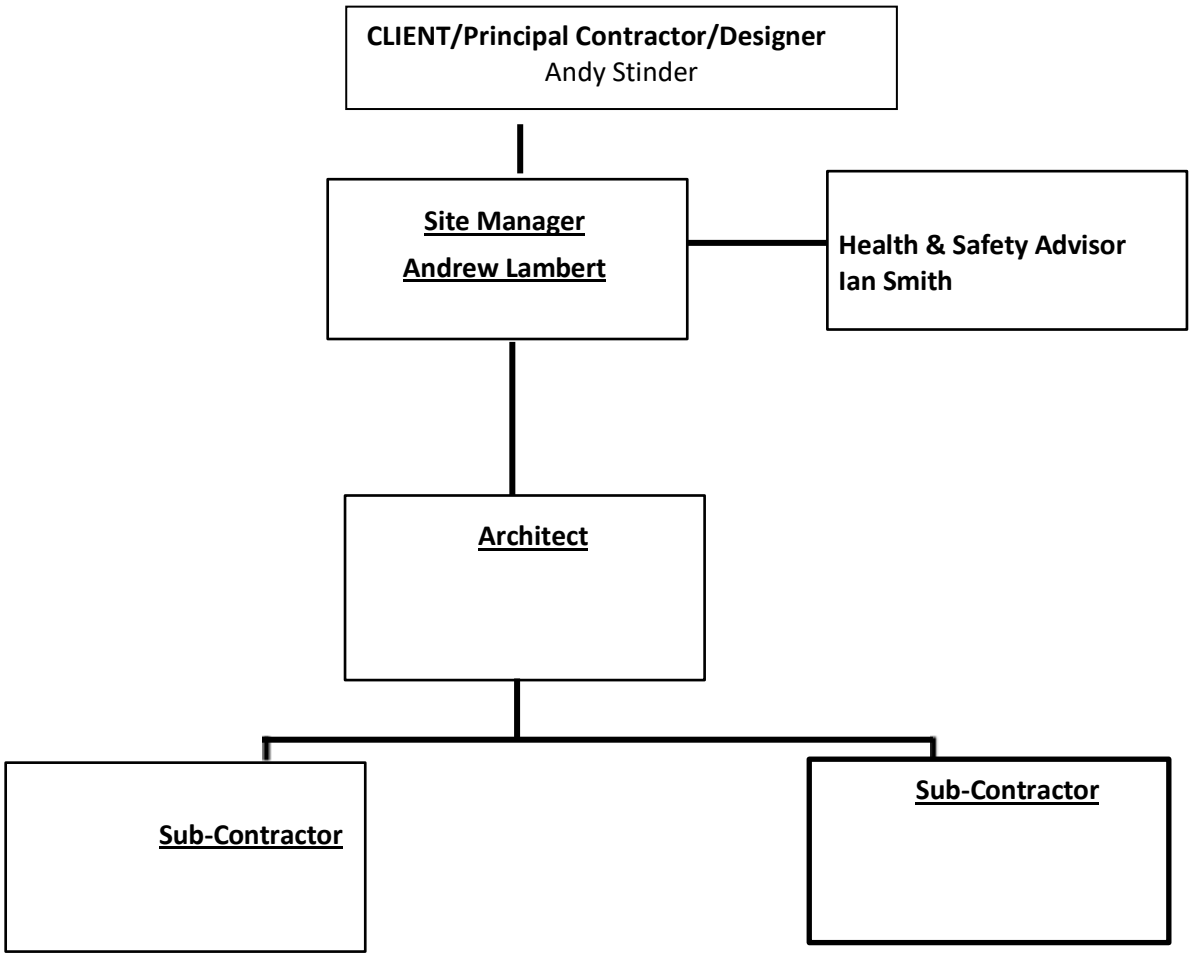
Ian Smith NJS Safety Ltd
2 Melford Close
South Wootton
Kings Lyn

Tel 07715821991
E-mail: ian@njssafety.com

1.2 Responsibilities of Management

Job Title	Name	Responsibility
Director/ Operations Manager	Andy Stinder	• Provide support to the site team in order that they are able to comply with the requirements of the Safety & Environmental Management System. • Ensure that any site does not commence construction activities until there is a site-specific Construction Phase Plan in place. • Keep under review the training requirements of all staff. • Visit sites from time to time and complete a Safety & Environmental Report. • Review Safety & Environmental Reports and take action as appropriate. • Ensure that suitably qualified staff are appointed on each contract and provide them with support. • Assist with the compilation of a project-specific construction phase plan and ensure that the necessary appointments have been made. • Ensure that competence assessments are made of all contractors and supervision is increased to take account of any resultant shortfall in numbers or expertise. • Regularly monitor the implementation of the construction phase plan and ensure that shortcomings are rectified. • Carry out Safety & Environmental inspections in accordance with the current strategy.
Site Manager	Andrew Lambert	• Ensure that safety of all contractors, personnel and the public is always the first priority. • Fulfil their duties in accordance with the construction phase plan requirements. • Ensure that no work commences until a method statement and risk assessment have been carried out and that personnel understand the hazards and controls involved. Method statement and risk assessment to have been approved by the site manager. • Ensure that the results of each risk assessment have been communicated to those involved/affected and operatives are instructed as to the precautions and controls deemed necessary. • Carry out inspections and make reports as required by the contracts. manager. • Carry out site induction to all contractors and visitors to the project. • Issues permits to work where necessary. • Ensure cleanliness and tidiness of the sites. • Reprimand any person who fails to work safely or whose actions may result in environmental damage. • Ensure implementation of the construction phase plan. • Ensure that an adequate level of supervision is in place commensurate with risk. • Ensure that Risk Assessments are carried out and that suitable precautions and controls are planned for all work. This is to include assessments and documentation required for COSHH Manual Handling and HAVS. • Ensure co-ordination of all contractors. • Ensure close liaison with the external health & safety consultants Provide First Aid cover.

1.3 Organisational Chart



2.0 THE EXISTING ENVIRONMENT

2.1 DESCRIPTION OF THE SITE AND SURROUNDINGS

The site is a brown field are of previous Glasshouses, and is situated just off the Main road, behind Crossways nursey

2.2 EXISTING INCOMING MAINS SERVICES

All areas will be CAT scanned to ensure there are no other services or drains within the excavation areas. All services that are identified will be spray painted. The landlord has allowed a power supply to the site cabins

2.3 ASBESTOS OR OTHER HAZARDOUS MATERIALS

At the Front of the site has had a soft strip completed with glass and metal framework debris removed from site., phase 2 is brown field site.

If during the works materials are uncovered that are not identifiable a sample will be taken for analysis. Work will stop and the office will be informed.

2.4 ACCESS

Vehicular access into the site is made directly from Main Road Quadring a site plan has been drawn up showing the lay down areas.

Parking will be clearly signed up and will be to the side and rear of the site, with access from the main road. Deliveries to site will use the same entrance and will be escorted to the area of site for material storage.

2.5 KNOWN PARTICULAR HEALTH & SAFETY RECORDS

There is no historical health & Safety information or health & Safety files to refer to regarding this project.

2.6 WORKS OUTSIDE THE AGREED BOUNDARY

External drainage and Power, comms sewage connection required on the main road, when this is required then notices will be put out to the residents to notify them of any disruptions. Also, the relevant authorities will be informed before commencement as required.

2.7 EXISTING GROUND CONDITIONS / SOIL REPORT

There has been a ground survey undertaken of the site; a copy of the survey has not been made available.

2.7 PROTECTED WILDLIFE

No ecology survey has been completed, No protected wildlife expected.

3.0 COMMUNICATION AND MANAGEMENT OF WORK

Stinder Homes Ltd shall hold regular meetings with the Design team as required. Representatives from all parties shall be invited to attend such meetings,

The meeting will be structured with a formal agenda Issued. Minutes of these meeting will be kept on site.

3.1 HEALTH AND SAFETY MONITORING AND PERFORMANCE

Stinder Homes Ltd shall monitor all works and review health and safety performance on an on-going basis. There will be a series of announced and unannounced audits from the directors and our external health & safety consultants. Our external consultant will visit site every four to six weeks during the construction phase.

Any non-conformances that are identified will be corrected within an agreed time scale. Depending on the nature of the non-conformance work may well be suspended.

The reports generated will be submitted along with our main contractor's report.

Stinder Homes Ltd will operate a disciplinary system which will be administered by our site manager for dealing with infringements against health & safety including site rules.

First Warning – Carry out an activity or fail to take action that has the potential consequence to cause minor harm or damage, or to have an effect on operations.

Final Warning – Carry out an activity or fail to take action that has the potential consequence to cause serious harm, damage to property.

A final warning will result in the contractor being removed from site. Depending on the severity of the incident this could result in the approved supply chain company being removed from Stinder Homes Ltd approved list.
All disciplinary action will be recorded and kept in site files

3.2 CONSULTATION WITH EMPLOYEES / CONTRACTOR

Suggestions and discussions with contractors will be encouraged during the project in various ways such as toolbox talks, site briefings and regular meetings. All toolbox talks will be recorded, and copies kept in the site office.

3.3 EXCHANGE OF DESIGN INFORMATION

Co-operation and co-ordination can only be achieved if there is good communication between all parties involved in the project. The Project manager will manage the flow of information between team members at the project meetings or via e-mail / Teams meetings.

3.4 DESIGN INFORMATION

Any changes in the agreed design will be on site at all times and a copy will be included in the H&S file at handover.

3.5 OUTREACH WORKS

All works will be within the site footprint there will be no outreach works, if anything is required it will be planned with the local authorities.

3.6 AREAS FOR PRINCIPAL CONTRACTORS DESIGN INPUT

Any changes in the specification of materials or equipment supplied from the agreed design will require full approval from the client & Principal Designer and the design risk assessment to be formally reviewed and updated as required.

3.7 DOCUMENTS AND DRAWINGS THAT DESCRIBE THE WORKS

These will be passed to the relevant contractors as required. The office will hold a drawing register.

Any ongoing design will be dealt with Clients Architects.

3.8 SELECTION AND CONTROL OF SUB CONTRACTORS

All contractors that have been or will be engaged to work on this project have been through Stinder Homes Ltd contractor competency as per the H&S management System. All competency documents will be held at Stinder Homes Ltd head office with copies as required being held on site.

Individual contractor competency will be carried out during the site induction process. Copies of training certificates will be reviewed and verified.

3.9 THE EXCHANGE HEALTH & SAFETY INFORMATION BETWEEN THE CLIENT, DESIGNER AND THE CONTRACTORS ON SITE.

As required progress meeting will be held with the sub-contractors, this meeting will deal with on-going design along with progress and Health & Safety performance. Stinder Homes Ltd will expect the subcontractor to relay any information as required to their contractors in the form of a toolbox talk. Copies of these toolbox talks should be given to Stinder Homes Ltd Site Manager for filing.

3.10 CONTRACTOR ACCESS TO SITE

Access to the site will be made via Main Road Quadring, the entrance for the site is a shared access for contractors, suppliers and deliveries.

Clear access is to be maintained during construction for Emergency vehicles to enter the construction site. See Appendix 4 for the site layout plan.

3.11 SECURITY

The whole site will be fenced off using heras fencing which will be double clipped together, at the rear of the site will be open to the surrounding fields, this will always remain closed.

The site manager will check every night that the fencing is secure, and the gates are locked. Formal construction signage will be installed on the fencing in various locations including contact telephone numbers.
All scaffolding ladders will be locked off at night with ladder guards.

3.12 WELFARE FACILITIES

Site welfare will comprise of an office / canteen, Portaloo toilet block and a drying room. The units will use the temporary supplies from the landlord. With the canteen and toilet connected to the foul drain system.

A storage cabin will also be brought to site as the project progresses.

Due to Covid 19 the tea breaks will be staggered to allow for social distancing or people will be allowed to eat in their vans. All welfare arrangements will be regularly cleaned, and the canteen cleaned between uses. Cleaning materials will be left out for people to re-clean if required.

At all times the welfare on site will meet the Schedule 2 of the CDM Regulations 2015.

3.13 REPORTING AND INVESTIGATING ACCIDENTS, INCIDENTS AND NEAR MISSES

The project will aim for a '**Zero**' accident rate whilst this project is on-going and other contractors shall also be encouraged to aim for this.

All accidents will be investigated in line with the accident & reporting procedure within Stinder Homes Ltd H&S management system. Depending on the type of accident work within that area could be suspended until the investigation is complete and any corrective actions are implemented.

All accidents and near misses will be reported at the project review meetings. Any accident that results in a reportable accident will be reported to the Principal designers soon as the facts are known.

All investigations will be led by Stinder Homes Ltd with consultation from our external H&S consultants.

All near misses / incidents will be recorded and investigated in line with section 5.1 of the H&S management system. Corrective actions as required will be implemented.

Where accidents are reportable under the RIDDOR regulations including COVID 19 related incidents then our H&S consultants will be informed, and the required notifications will be submitted once our investigations are completed.

For RIDDOR reportable accidents that require immediate notification please call the Incident Contact Centre on 0345 300 9923 (opening hours Monday to Friday 8.30 am to 5 pm). But before they are contacted the contracts manager and NJS Safety must be informed.

3.14 RISK ASSESSMENT AND METHOD STATEMENTS

As required by the Management of Health and Safety at Work Regulations 1999, contractors employed to work on this project shall submit a relevant method statement & risk assessment. Stinder Homes Ltd will request all documents with enough time to vet and approve them prior to starting work.

All method statements & risk assessments shall be task specific and include arrangements for controlling risks to health and safety.

Risk assessments shall take account of manual handling operations, COSHH, noise and vibration and any other activity with the potential to cause harm to any person involved. No generic documents will be approved. All risk assessments & method statements will be signed off and held on site.

All RAMS will include measures for COVID 19.

3.15 FIRST AID, FIRE AND EMERGENCY PROCEDURES

The site manager will be the site first aider and fire Marshall or his nominated deputy which will be displayed on a dry wipe notice in a suitable location. A fully stocked first aid kit and eye wash station will always be on site in the site office. The first aid boxes will undergo weekly checks to ensure it remains fully stocked.

Fire extinguishers will be on site as well as the compound, all contractors are asked to familiarize themselves with their location. These are not to be used as hot work extinguishers.

A Fire risk assessment will be completed and updated as and when changes take place to the site structure.

Emergency evacuation route and fire muster points will also be explained during the induction process. If an evacuation takes place the site manager will ensure that the emergency services are notified.

No work will recommence until such time as the site manager / supervisor has given all clear.

Means of raising the alarm will be verbal to start with as the build progress then an air horn will be provided.

The muster point will be the main gate. Social distancing will be maintained at all times.

Nearest A&E
Johnson Community Hospital,
Spalding Road,
Pinchbeck

3.16 PERMIT TO WORK

As in line with Stinder Homes Ltd H&S management system all high risk work will be operated under a permit to work i.e., hot work and excavations etc. No work will be allowed to commence until such time a permit to work has been issued.

All permits will be displayed in the site office. The permit must be signed off by both the contractor and site manager including any fire watch at the end of each day.

- Hot work permit
- Excavation Permit
- Confined Space Permit

3.17 SITE INDUCTION

All contractors/ visitors will receive a site induction see appendix 4. All inductions will be recorded to confirm they have understood the induction and most of all comply with the site rules. Attitude towards safety will be monitored during the induction process. Contractors that show no concern for Health & Safety will be excluded from work.

3.18 PROCEDURES FOR RESOLVING UNFORESEEN CIRCUMSTANCES

Stinder Homes Ltd, the Client and any sub-contractors, will arrange a site meeting at the earliest opportunity. Formal minutes will be taken and recorded within the construction phase plan.

3.19 QUALITY MONITORING

Monitoring the quality of work will be carried out by the site manager and in line with Stinder Homes Ltd procedure and where applicable recorded on checklist and filed within this plan.

3.20 SMOKING

Smoking will only be permitted in designated smoking area. Anybody found smoking on site will be banned from site.

3.21 DRUGS & ALCOHOL

As part of the site induction process all contractors will be asked to detail any medical conditions, they might have along with any medication currently prescribed. The site Manager will monitor contractors working on site. If the site manager suspects that people are under the influence of drugs, they will be asked to leave site and banded.

The site manager will monitor all contractors under his control and if the site manager suspects that someone is under the influence of alcohol or he can smell alcohol about their person. They will be asked to leave site.

Stinder Homes Ltd have a **zero** tolerance on drugs & alcohol within the workplace.

3.22 WORKING IN THE LOCAL COMMUNITY

During the construction, the residents are always priority. Our site manager will carry out a letter drop this will also include contact telephone numbers of the key personnel. The manager will find out if there are any special requirements like a resident working shift.

If any resident has a complaint, then they should raise the concern with the site manager in the first instance. If this is not resolved within a timely manner, then it should be raised to the contract's manager.

Around the site and contained within the letter drop will be the contact details of all key

personnel.

3.23 HOURS OF WORK

The hours of work on site will be Monday to Friday from 07:30 – 17:00. With noisy work or starting of plant to “warm up” until 08:00. If there is a requirement to work weekends, then this will be Saturday morning only with no working on Sundays or bank holidays.

4.0 ARRANGEMENTS FOR CONTROLLING SIGNIFICANT SITE RISK

The Principal Contractor and all sub-contractors are obliged to provide suitable risk assessments and method statements to support their activities on site, where applicable training, testing and maintenance records must also be provided. These records will be held by the Principal Contractor.

4.1 DELIVERY & REMOVAL OF MATERIALS/WORK EQUIPMENT & THE MOVEMENT OF VEHICLES

All deliveries will be planned and scheduled to prevent traffic problem on the highway and neighbouring properties. Consideration will always be given to the local community. All reversing manoeuvres will be completed with the aid of a banksman.

Signage will be erected to show the route to the construction site. There will be a main board at the site entrance.

4.2 DEALING WITH SERVICES WHERE APPLICABLE

Before any excavation works are undertaken a CAT scan will be required
Hand digging will commence around any services that are identified. All excavation work will be controlled by a banksman and under an excavation permit (permit to dig)

4.3 ACCOMMODATING ADJACENT LAND USE

Consideration will always be given to the residents within the area. Noise levels will be monitored and recorded and kept to a minimum where noisy work is to happen the local residents will be informed. Contractors will always be courteous to the neighbours.

If works are going to disrupt the residents then the site manager will make face to face, contact informing them of the disruption and the duration.

4.5 STABILITY OF (NEW AND EXISTING) STRUCTURES WHILST CARRYING OUT CONSTRUCTION WORK

Works will not affect the stability or structure of any building.

4.6 WORKING AT HEIGHT

Scaffolding is required on this project, it will be erected by a trained and competent person. Evidence of training must always be available on site.

Tower scaffolds may be used during the internal fit out and will be erected by a trained and competent person. Evidence of training must always be available on site, and copies of certificates will be taken during the site induction.

All tower scaffolds will have an identification number and be subject to routine examination, by a trained and competent individual, every day. Evidence of examination will be recorded in the site office.

No work at height will be permitted unless supported by a suitable risk assessment.

4.7 Control of Lifting Operations

All lifting operations must be carried out by trained and competent staff equipped with suitable lifting equipment and accessories. LOLER records for all lifting equipment must be given to the site manager prior to works commencing. All training/competence records relating to lifting equipment, such as FLT's, must also be given to the site manager before works commence.

All crane lifts if required must have a written lifting plan which has been produced by the appointed person. The site manager must also check all LOLER, maintenance and training/competence records prior to works.

4.8 THE MAINTENANCE OF PLANT AND EQUIPMENT

All equipment used on site must be subject to routine inspection and maintenance. Some equipment, such as lifting equipment, is subject to statutory examination.
Before any item of work equipment (excluding simple hand tools) is used on site maintenance records, relating to that equipment must be provided to our site manager, including PAT testing records.

Formal weekly plant inspection will be carried out by the competent operator.

4.9 TRAFFIC ROUTES AND THE SEGREGATION OF VEHICLES AND PEDESTRIANS

The on-going works should not affect the local Highway traffic management system.

Pedestrians routes will be set up on site to segregate plant for people. Where this is not possible during ground stripping works for example. Then the area will be segregated by suitable means and a banksman will control the area and pedestrian will only pass once the plant operator and banksman has given the thumbs up as acknowledgement to allow the pedestrian to pass.

4.10 STORAGE OF MATERIALS (INCLUDING HAZARDOUS MATERIALS) AND WORK

All equipment and materials will be stored within a storage area. A lockable container will be brought to site for valuable materials. Other less valuable materials will be stored out site within the compound on each plot.

Any chemicals will be stored on bunds and segregated as required.

All materials will be stored at ground level where possible. No materials will be stored over the height of the fence line or near occupied neighboring properties.

4.11 FALLING MATERIALS

Unauthorised personnel will be excluded from the work area by means of heras fencing. The heras fencing will be clipped together and maintained during the works.

No contractors will be permitted to work in an area where work at height is in progress unless the task is specifically required and detailed in their risk assessment & method statement including suitable PPE to be worn.

4.12 UNAUTHORISED PEOPLE, SEGREGATION & SECURITY

Every reasonably practicable effort will be made to stop unauthorised persons from entering the site. The site entrance will always be kept closed; Suitable signs will be posted at the entrance to the site warning people to keep out.

In the event of the client or the clients' visitors wanting access into the CDM area they are to contact the site manager before entering. All visitors that require access will be given a visitor's induction. Even after the induction they are still to inform the site manager in advance. As there may be times during the project access may be denied.

4.13 MANUAL HANDLING

A great deal of manual handling is inevitable during a project of this nature therefore where possible suitable mechanical handling devices must be used to reduce the likelihood of manual handling injury to contractors.

Contractors should be trained in the correct manual handling techniques. Manual handling assessment must be included as part of the risk assessment & method statement process.

4.14 USE OF HAZARDOUS SUBSTANCES

Where hazardous substances are used a suitable COSHH assessment must be submitted. Material safety data sheets must accompany all COSHH assessments.

4.15 REDUCING NOISE AND VIBRATION

The site manager /supervisor will monitor all noise & vibration on site and consult the noise assessment and the vibration assessment.

On site noise assessments will be carried out by our site manager and these will be recorded on

Our site manager /supervisor will monitor all noise & vibration on site and consult the noise assessment hart and the vibration assessment chart. The site manager will monitor noise and vibration and record the findings in the site diary.

4.16 ELECTRICITY

Work is not permitted on any electrical system, sub-system or equipment except by qualified tradesmen. All electrical installation/testing works must be supported by a test and installation certificate.

Before work commences on any electrical system, sub-system or equipment the power supply must be isolated and locked- off.

4.17 WASTE DISPOSAL / SITE WASTE MANAGEMENT PLAN

All waste will be placed in the on-site skip and where possible be sent to the recycling. All transfer notes will be held for reference on site detailing the amount of waste and the waste streams it went to be it recycling or land fill.

4.18 DUST CONTROL

Dust will always be kept to a minimum. When block cutting a wet cutting station will be set up and the operative will wear a type FFP3 mask.

During dry spells the work area will be dampened down before any sweeping happens to keep the dust to a minimum.

Any operative observed cutting any block without the correct water suppression and FFP3 mask on will be banned from site.

During spells of dry weather water suppression will used to suppress the dust. Likewise, stockpiles of sand and spoil will be covered. All skips will have debris netting covering. A high level of housekeeping will always be maintained. with daily litter picking patrols to ensure the local neighbourhood is kept clean.

4.19 PERSONAL PROTECTIVE EQUIPMENT (PPE)

All Stinder Homes Ltd employees and sub-contractors will always be required to wear the following PPE.

- Hard Hat
- Safety Footwear
- Hi-vis vest or Jacket.

Wearing of other PPE maybe required from the results of the job specific risk assessment. The site manager will monitor all personnel to ensure both the site standard PPE and PPE from risk assessments are being worn at the appropriate times. People that are not wearing the correct PPE could be subject to disciplinary action.

4.20 HEALTH RISK

All contractors are responsible for their own personnel hygiene and wellbeing washing facilities will be provided and contractors will be reminded about washing hands regularly to reduce the spread of germs.

4.21 Temporary works

The Site manager will be the Temporary works coordinator and will hold a temporary works register, this will include scaffolding, shuttering, temporary roadway, Heras fencing, all designs will be held on record.

4.22 COVID 19

Latest government guidance will be adhered to,

4.22 Leptospirosis

Due to the nearby ditch, there is the potential for Rats and they could bring Leptospira bacteria to the site, all waste food will be removed from site or kept in closed bins, all operatives will be trained on induction ref the transfer of Leptospira and the requirement for hand washing before eating, drinking and smoking.

5.0 SITE INSPECTION, TESTS AND EXAMINATIONS

5.1 SITE RECORDS

It is the responsibility of the Stinder Homes Ltd, Site Manager to ensure that where applicable the following records are maintained and are stored in the site office during the construction/installation period: -

- Health & Safety Records / Site Induction Forms
- Copies of operative's certificate of training achievement for on plant
- Copies of examination and testing certificates for lifting equipment.
- Site Diary
- Accident Investigation pack
- Information Required Schedule
- Plant Records
- Drawing Register
- F10 Notification
- Construction Phase Health and Safety Plan
- HSE 'What you should know' Poster.
- Employers and Public Liability Insurance
- Emergency Aid Notice
- Fire Marshall
- Visitors Register
- Evacuation Procedure

6.0 THE HEALTH AND SAFETY FILE

6.1 LAYOUTS AND FORMAT

The Health & Safety file will consist of two paper copies and one electronic version. All information will be stored at head office. The site manager will collate the information as required.

The health and safety file shall not be too extensive but will contain the following documents as a minimum:

- A brief description of the work carried out.
- As built or as installed drawings.
- Any residual hazards and how they have been dealt with.
- Any key structural implications such as safe working loads for floors.
- Any hazards associated with materials used.
- CE Certification.
- All test and examinations certification.
- Cleaning and maintenance schedules.
- Any safe operation details.

APPENDIX 1

Pre-Construction Information

APPENDIX 2

F10 Notification

APPENDIX 3

Site location plan / set up plan.

APPENDIX 4

Site Induction

APPENDIX 5

Site Rules

APPENDIX 6

Site information – contact details

APPENDIX 7

Construction traffic management plan

APPENDIX 8

Fire Plan and Risk Assessment

To be completed once the site is established