

Project:	Dolphin Quay	Prepared by:	Lockside Ltd	Client:	Dolphin Quay LLP
Date:	15.01.2018	Ref:			

CONSTRUCTION PHASE PLAN – (CDM 2015)

Project Address		Key Contacts			
Dolphin Quay Queens Street Emsworth		Principal Contractor	Lockside Ltd	Client	Dolphin Quay LLP
		Phone:	07711 092061	Phone:	
		Principal Designer	Heather McCrudden	Site Manager	Neil Popplewell
		Phone:	02392481100	Phone:	07711092061
Description of Project					
6 New three storey semi-detached and terraced dwellings, Pile driven foundations, ground bearing RC slab, Masonry cavity construction, pot and beam floors, clay tiles/ slates and zinc roof, incoming services and external works					
Duration / Working					
Date of Commencement	March 2019		Duration of Works	C16 Mths	
Working Hours From	07:30		To	16:30 (weekdays)	
Parties to the Project					
Client	Principal Designer		Principal Contractor		
Dolphin Quay LLP	Heather McCrudden – PDP Architecture 2 Beechworth Road Havant Hampshire PO9 1AX 02391481100, heatherm@pdp-architects.co.uk		Lockside Limited Church Farm Stoughton Chichester, PO18 9JL Neil Popplewell, 07711 092061, neil.popplewell@lockside.ltd		
M&E Engineers	Contractor		Principal Contractor Advisor		
Taylor Durant Paine Manwaring					
Local Authorities					
HSE Office	Hospital		Other		
Rose Court 2 Southwark Bridge London SE1 9HS Fax: 020 7556 2201	Address: St Richards Hospital Spitalfield Lane Chichester West Sussex PO19 6SE Contact: 01243 788122		Address: Contact:		
Worker Communication					
Procedure for Worker involvement	All workers on site will be consulted individually about health and safety and their own functions on a regular basis. Each Trade Contractor is to discuss health and safety with their operatives and Sub-Contractors on a frequent basis, and act upon those discussions and document the process. – see system of communication and co-ordination below.				

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2. Arrangement for controlling Significant Site Risks					
Asbestos / detail of Survey	Demolition by Lockside and asbestos survey undertaken.	Survey Type	Management		
			R & D		
			Old Type 2		
			Old Type 3		
Arrangements for controlling known asbestos / Removal?	Follow guidelines of Asbestos Consultant	Works OK to commence?	Yes	No	
Detail Control					
Existing services e.g.: Power / water / gas (Detail Isolation)	Any live services will be isolated prior to works commencing. Electrical contractors will use a permit to work system when connecting to the existing power supply.				
Prevention of falls / Work at Height	All work at height will be planned in advance, and in line with the hierarchy of controls. All work at height will comply with the Work at Height Regulations. Work at height will be limited due to the scope.				
Delivery of materials	All deliveries will be managed onto site by a banks man.				
Waste removal process	All waste will be collated into on site skips, and removed by a contracted waste disposal company.				
Control of lifting operations	All lifting operations will be carried out in accordance with LOLER 98. Individual operations will be supported by a task specific risk assessment.				
Maintenance of Plant and Equipment	All plant and equipment will be inspected prior to use. All plant and equipment will be inspected and a record of inspections recorded in line with POWER 98.				
Storage of Materials	Storage areas will be identified and included on the site logistics plan. These areas will be fenced to prevent unauthorised access.				
Managing Temporary Works (inc Hoardings)	Temporary works, including hoardings will be erected in line with an approved design.				
Traffic Plans / Segregation routes Vehicles / Public	Works will be fully segregated at all times, from staff and public.	See Appendix / Traffic	Appendix 1		
		See Appendix / Pedestrian	Appendix 1		
Emergency Details					
First Aid Names 	Mark Franklin	First Aid Contact Numbers	07738407601		
Hospital / Emergency details 	St Richards Hospital Spitalfield Lane, Chichester West Sussex PO19 6SE	Emergency / contact details	999		
	Contact: 01243 788122	See Appendix	Appendix 2		
Welfare Arrangements					
Location / Details of Welfare facilities	Welfare facilities will be provided on site in accordance with the requirements of CDM 2015.				

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3. Management of the project

SAFETY OBJECTIVES

So far as is reasonably practicable, to prevent injury to persons whether employed by Lockside Ltd or simply affected by the activities of Lockside Ltd, dangerous occurrences and damage to plant, equipment and premises.

1. To provide & maintain safe plant equipment and machines, safe and healthy places of work and safe systems of work.
2. To identify potential hazards so that proactive safety measures may be taken.
3. To undertake all activities in a manner which, so far as is reasonably practicable, meets current statutory requirements and embodies Lockside Ltd's high standard of safety management.
4. To maintain all places of work, points of access and egress from work sites so that, so far as is reasonably practicable, they are safe and without risk to staff, Contractors, Sub-Contractors and others.
5. To provide and maintain adequate site security to keep plant, equipment and premises in a safe condition and exclude those who are unauthorized from site.
6. To provide sufficient information, instruction, training and supervision to ensure the health and safety and welfare of all staff and Trade Contractors.
7. To ensure that design work carried out by Lockside Ltd personnel and Trade Contractors falls within the CDM Regulations.
8. To operate an effective system of communication between Lockside Ltd management and Trade Contractors to promote health, safety and welfare, thus restricting injuries, accidents and dangerous occurrences. In the first instance this will be a verbal system followed by written confirmation if necessary.
9. To review, amend, update and monitor the effectiveness of the Construction Phase Plan, to keep up to date with new technical and legislative standards and to take account of any relevant incidents or changes in the scope and methods of work.

SITE RULES

Site rules will be made by Lockside Ltd (with assistance from the Principal Designer). Breach of the site rules by a Trade Contractor will be construed as a breach of contract. Breach of the site rules by a worker will be a disciplinary matter.

1. SMOKING IS NOT PERMITTED ON SITE (except in designated rest area).
2. DRUGS (WITH THE EXCEPTION OF PRESCRIPTION MEDICINES) ARE NOT PERMITTED ON SITE. WORKERS UNDER THE INFLUENCE OF DRUGS SHALL NOT BE PERMITTED TO WORK.
3. WORKERS HAVING CONSUMED ALCOHOL SHALL NOT BE PERMITTED TO WORK.
4. Care will be taken to ensure that the vehicles associated with the works do not block or impede local roadways.
5. The works will be carried out with the minimum of noise and inconvenience to the occupants of the nearby buildings.
6. The site will be deemed a hard hat area and enforcement will be made in accordance with the Construction (Head Protection) Regulations 1989 to ensure that all employees and visitors adhere to this ruling. Should this perception of risk change so that there is no foreseeable risk of injury to the head other than by falling then, at the discretion of the Lockside Ltd Site Manager, the site may be declared a non-hard hat area.
7. Safety helmets, safety boots and high visibility tops must be worn at all times within the confines of the site.
8. Suitable personal protective equipment must be worn as appropriate within the site area, including safety helmets, safety boots, protective footwear, will be mandatory PPE. Further PPE will be required, as required by risk assessments and CoSHH assessments.
9. Trade Contractors are only permitted within the confines of the site and the site compound.
10. Suitable dress, including shirts, must be worn at all times.
11. Any damage to the existing works must be reported to Lockside Ltd Management.
12. The site is to be kept tidy at all times.
13. Fires are not permitted on site.
14. Radios/cassettes/personal stereos are not permitted for use on site.
15. Children are not allowed in any of the working areas and must remain in vehicle cabs if accompanying delivery drivers.
16. Any persons found damaging or vandalizing any plant, materials, welfare facilities or safety equipment will be removed from the site immediately.
17. Deliveries will take place during work hours only and access will be from the shared driveway to the office compound.
18. Visits to the site shall be made within working hours unless pre-arranged with Lockside Ltd Management.
19. Trade Contractors are not to tamper with or attempt to alter any temporary electrical distribution units. Where required a competent electrician will carry out the work.

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20. Trade Contractors are responsible for ensuring that they have adequate fire protection and fire-fighting equipment for their site accommodation and working areas.
21. Trade Contractors are to ensure that no contaminants are discharged into the surface water drainage system.
22. Trade Contractors shall not display any advertisements on the site without permission from Lockside Ltd.
23. Trade Contractors shall not use the site for any purpose other than carrying out the works.
24. Trade Contractors are responsible for protecting their own work and also for ensuring no damage is caused to the work of other Trade Contractors.
25. Only persons who have received specific training will be eligible for authorization to erect, modify or adapt access platforms, scaffold, handrails, ladders, etc.
26. Only trained, authorized operatives will be permitted to operate mechanical handling plant.

SITE INDUCTION

The training given will include the following information and what is expected of the individual:

1. The Company's policy for health, safety and welfare;
2. Allocation of safety responsibilities on site;
3. Site specific rules;
4. Safe systems of work, where applicable;
5. General hazards in and around their work area;
6. Specific hazards allied to their work area including the detail of the risk assessment and noise implications of that task;
7. Fire and emergency procedures (including the location and use of extinguishers);
8. First aid - names and locations of first aiders, introduction to them, position of first aid boxes and rules for their use;
9. Use, availability and storage of protective clothing and equipment;
10. Procedures for reporting accidents, injuries and property damage;
11. Welfare - location of canteens, toilets, etc., and other welfare matters;
12. The importance of hygiene and health.

SYSTEM OF SAFETY COMMUNICATION AND COORDINATION WITH

Lockside Ltd shall call and chair a health and safety meeting on a weekly basis. The Trade Contractors' senior site representatives shall attend these meetings, which shall be the principal point for the transfer of health and safety information.

Should there be an urgent need to communicate, then telephones or face to face meetings shall be used.

Lockside Ltd shall give direction on health and safety matters as required by the CDM Regulations 2015 and their duty under Section 3 of the Health and Safety at Work Act 1974.

Trade Contractors are encouraged to participate in the transfer of information and are required to bring to Lockside Ltd.'s notice any dangerous circumstance or actions.

Copies of Health and Safety audits periodic reports shall be circulated to those who are required to take corrective action. Health and safety shall be an agenda item at all other progress meetings.

TRAINING

All operatives must be trained to safely perform their allocated tasks prior to being asked to carry out that task. This training might include tool or function specific courses. Where applicable this training will be supplied by an accredited body.

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Main Legislative Requirements					
References -					
Health & Safety at Work etc. Act 1974; Management of Health & Safety at Work Regulations 1999; Construction (Design & Management) Regulations 2015; RIDDOR 2013; COSHH Regulations 2002 (as amended); Health & Safety (First Aid) Regulations 1981; Provision & Use of Work Equipment Regulations 1998; Manual Handling Operations Regulations 1992; Control of Noise at Work Regulations 2006; PPE Regulations 1992; Regulatory Reform (Fire Safety) Order 2005; Electricity at Work Regulations 1989; Work at Heights Regulations 2005; Control of Vibration Regulations 2005 The Control of Asbestos Regulations 2012					