

CONSTRUCTION PHASE PLAN

GLEBE FARM

WEST DEAN



Contract Name:

GLEBE FARM

Contract Address:

GLEBE FARM,
RECTORY HILL,
WEST DEAN.

Postcode:

SP5 1JL

Contract Number:

1001

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Construction Phase Plan Revision Sheet

Issue Number	Date of Issue	Reason for Revision and Comments	
Author:	JONNY RIBBANS	Checked by:	...
Date:	17/07/25	Date:	...

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1 Introduction

This Construction Phase Plan has been produced to comply with the Construction Design and Management (CDM) Regulations 2015, Regulation 12 (2) and is set out as appendix 3 in the Approved Code of Practice, Managing Health & Safety in Construction, (HSG L153).

As the Principal Contractor we will:

- Address the health and safety issues likely to be involved in the management of the site during the construction phase.
- Plan, manage and monitor the construction phase, providing adequate resources and competent site management that is appropriate for the risks envisaged during the project.
- Provide contractors with the necessary information about the project that they need in order for them to carry out their work safely and without risk to health.
- Facilitate the co-ordination, co-operation and communication between contractors on the site.

Relevant parts of this Construction Phase Plan will be issued to all contractors who are asked to tender for works on the site. It is important that contractors read this document so that they fully understand what is required of them whilst working on the project.

2 Project details

2.1 Location

GLEBE FARM

RECTORY HILL

WEST DEAN

SP5 1JL

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2.2 Scope of works

The development comprises of 9 number houses and 2 self build plots

The form of construction comprises the following:

- Tree works
- Underground utility services and connections
- Underground foul drainage and connections
- Under storm drainage and connections

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- Road formation
- Trench foundations
- Substructure blockwork
- Internal drainage
- Internal services
- Block and beam floors
- Masonry brickwork
- Traditional scaffold
- Timber floor joists
- Pre-fabricated roof trusses
- Traditional roof tiling
- Floor screed and insulation
- 1st fix carpentry, plumbing and electrics
- Drylining
- 2nd fix carpentry, plumbing and electric
- Kitchen fitting
- Floor and wall tiling
- Decoration
- Finals and commissioning
- Street lighting
- Hard landscaping
- Soft landscaping
- Fencing

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2.3 Details of Project Team

Client	N/A
Address	
Tel:	
Contact:	
Email:	
Employers Agent	N/A
Address	
Tel:	
Contact:	
Email:	
Principal Designer	N/A
Address	
Tel:	
Contact:	
Email:	

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Civil Engineer	SCOTT WHITE & HOOKINS
Address	Suite 3, New Kings Court, Tollgate , Chandlers Ford, SO53 3LG
Tel:	01962 844855
Contact:	Ian Llewellyn
Email:	illewellyn@swh.co.uk
Architect	Trinity Rose Architecture
Address	Trinity House, 123 Winchester Road, Chandlers Ford, SO53 2DR
Tel:	01962 880426
Contact:	Rob Johnson
Email:	r.johnson@trinity-rose.co.uk
Structural Engineer	SCOTT WHITE & HOOKINS
Address	Suite 3, New Kings Court, Tollgate , Chandlers Ford, SO53 3LG
Tel:	01962 844855
Contact:	Adam Sparkes
Email:	asparkes@swh.co.uk

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Principal Contractor	Horwill-Carne Developments
Address	Highland House, Mayflower Close, Chandlers Ford, Hampshire, United Kingdom, SO53 4AR
Tel:	01489 326632
Contact:	J Carne / J Ribbans
Email:	info@horwillcarne.co.uk

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2.4 Programme

Construction Start Date	September 2025
Construction Programme	18 Months

2.5 Existing records and plans

Included are:

- Geotechnical survey
- Ecology survey
- Ground investigation
- Services drawings and scans
- Topographical survey
- Bat survey
- Arboriculturally impact assessment

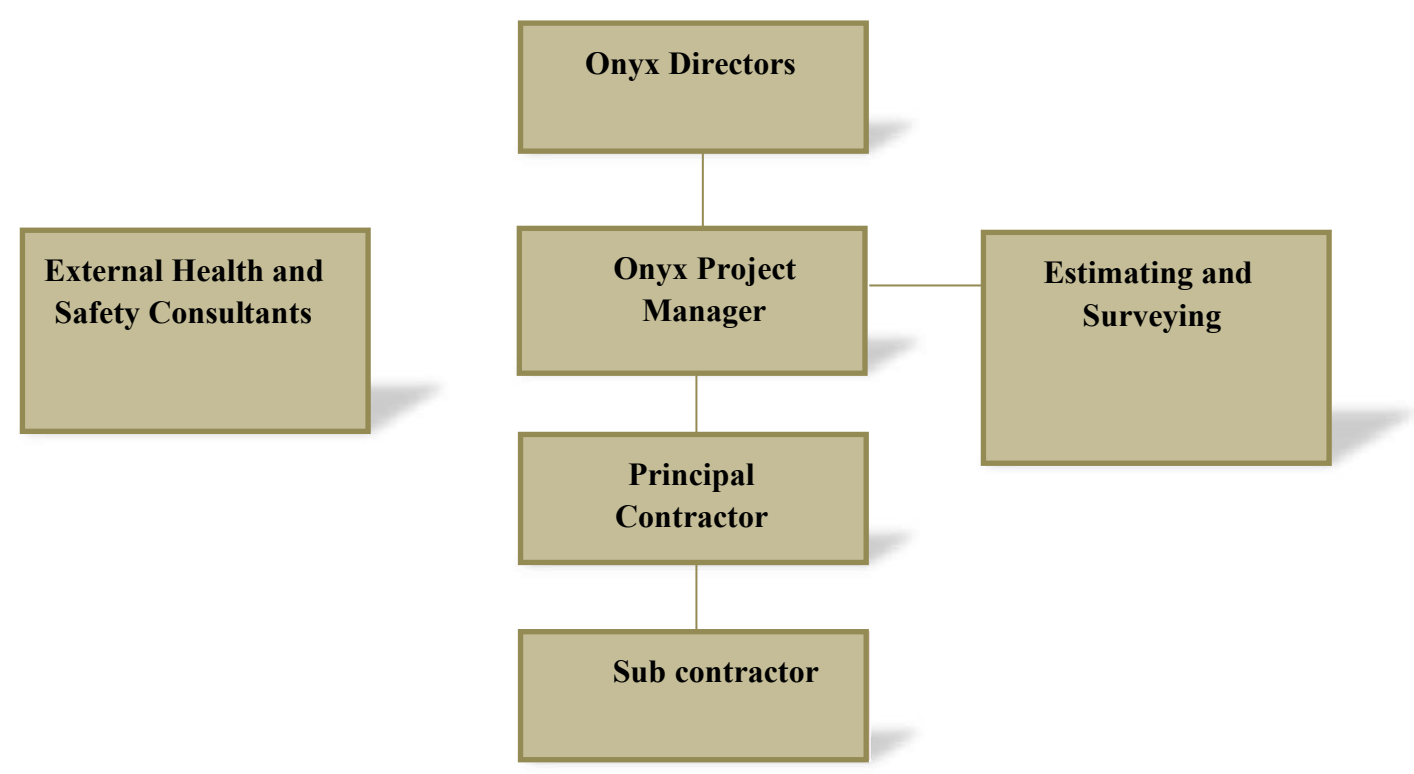
All information for the project is now available on the Onyx. Google Drive.

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3 Management of the Work

3.1 Management structure



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3.2 Management responsibilities

Description	Person(s) Responsible	
Contracts Manager	TBC – Horwill-Carne Developments	
Site Manager	TBC	
Contract Surveyor	TBC	
Temporary Works Co-ordinator	Projects Manager / Site Manager	
Produce Construction Phase Plan	Projects Manager/H&S Consultant	
Review and update CPP	Projects Manager/Site Manager	
Collate Health and Safety File information	Projects Manager/Site Manager	
Carry out and record excavation/scaffold/lifting equipment/plant inspections	Site Manager	
Carry out daily briefings	Site Manager	
Fire Safety Co-ordinator	Site Manager	
Preparation and Review of Fire Safety Plan & Drawing	Projects Manager / Site Manager	
Fire Warden(s)	Site Manager	

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3.3 Health and safety goals for the project

The Onyx Development Finance Ltd project team has the following goals:

- To achieve, as far as is practicable, a site with zero harm, zero incident, and zero dangerous occurrences.
- To carry out weekly health and safety inspections.
- Health, safety and environmental monitoring carried out at least once every 4 weeks.
- To attend monthly contract meeting reviews of the project's performance including health, safety and environmental performance with the client representatives.
- Attaining 75% minimum on the monthly site safety review.
- Communicate health and safety issues/objectives with sub-contractors every month, with a specific health and safety meeting.
- Carry out or arrange at least one toolbox talk per sub-contractor per month.

3.4 Onyx Development Finance considerations and management requirements

3.4.1 Onyx Development Finance site rules

- Prior to construction works commencing, Onyx Development Finance as Principal Contractor on this project to establish suitable arrangements to achieve the following:
- Adequate welfare facilities on site.
- Provide and manifest adequate security on site preventing unauthorised entry.
- Promote co-operation, co-ordination amongst project team members.
- Promote the implementation of the principles of prevention during the design and construction.
- Effectively plan and manage health and safety on this project.
- Provide all relevant information for inclusion within the Health and Safety File.

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- Onyx Development Finance has made the following requirements as the Principal Contractor during the construction phase.
 - A traffic management plan must be prepared and agreed prior to commencing the works.
 - As principal contractor is to ensure that he abides by the Codes of Conduct for contractors working upon the client's premises.
- The arrangements for planning and managing the construction work are the responsibility of the principal contractor. The health and safety goals are “zero accidents, incidents, or dangerous occurrences.” Should any of these arise, they should be brought to the attention of Onyx Development Finance without delay.
- Communication with Onyx Development Finance shall be through monthly site meetings.

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3.4.2 Other restrictions stipulated

- Offloading of deliveries will be within the confines of the site. There is a pull in area to get the Lorries straight off the road, a dedicated unloading point and turning area allocated within the site plan attached. All vehicles will be banked whilst on site and when they leave the site.
- There are numerous tree's sited around the development that must be protected at all times through the construction phase.

3.5 Arrangements for monitoring and review of health and safety performance

A GW will be placed as PC on the development until such a point where all civils and underground structural works are complete. The GW will be responsible for health, safety and welfare through this period. HH/HCD Contracts manager will visit site periodically to check health, safety and quality.

Following this HH/HCD Site Manager, will maintain a constant presence on site will carry out daily monitoring and site checks. Our independent Health & Safety Advisors on a monthly programme.

The monthly visits will be used to prepare a report for Senior Management within HH/HCD in order to highlight any trends within the company that require further examination.

Subcontractors are expected to carry out their own individual monitoring of site works in addition to the above and their ability to do so is checked prior to the awarding of contracts. Where subcontractors are found to be not in line with HH/HCD expectations for health and safety, they will be contacted and a meeting arranged in order to agree goals that need to be achieved in the time frame set.

Onyx Development Finance Ltd may require subcontractors to attend training sessions held on site that are thought to be relevant to the hazards at that stage of the project.

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3.6 Regular liaison between contractors on site

A positive health and safety culture has effective co-operation and communication at its heart. Onyx Development Finance Ltd has the following liaison procedures in place for this project.

Site office meetings	Site Manager and Trade Supervisors	Held monthly
Hazard Board update	Site Manager	Updated daily
Workplace/Progress meetings	Site Manager with Trade Supervisors	At least monthly
Site Safety Induction	Site Manager with Operatives	Carried out daily early morning or as required for visitors.
Toolbox Talks	Delivered by Trade Supervisors/ Onyx Development Finance Ltd	Contractors are required to deliver monthly toolbox talks to their operatives, and a record provided to the Site Manager, Onyx Development Finance Ltd will deliver monthly talks to trades on subjects relevant to the stage of the contract - see training 3.12
RA/MS briefings	Delivered by Trade Supervisors	Before starting site works

Contractors working on the site will be expected to cooperate with the above table so that Onyx Development Finance Ltd can carry out the principal contractors duties effectively.

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3.7 Consultation with the workforce

At the site induction it will be made clear that Onyx Development Finance Ltd want to actively engage with the workforce on the project for feedback on near misses or any health and safety issues. Ideas to improve health and safety on the site are welcomed to install a better attitude towards health and safety culture on the project.

It is important that supervisors on the project convey all health and safety information to their team working on the site, and that the risk assessments and method statements provided are explained to the workforce prior to the activity starting. If there are comments on these documents by the site operatives, then they must be taken into consideration and if necessary, the documentation changed to suit.

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If any documentation is changed after Onyx Development Finance Ltd has agreed the content, then this must be resubmitted for approval. This may be a simple exercise of visiting the site office and discussing with Onyx Development Finance Ltd management.

3.8 Site safety information

The following will be displayed in the site office on the site safety notice board.

- HSE Law Poster.
- Certificate of Employers Liability insurance.
- F10 notification of project.
- Details of actions to be taken in the event of a fire.
- Details of the nearest A&E department.
- Details of first aid arrangements for the site.
- Details of the Traffic management Plan.
- Fire wardens
- Site rules

A daily hazard board will be erected close to the mess facility in a prominent position. All operatives on site are asked to read this board daily so that they are aware of the changing risks on the site.

3.9 Exchange of design information and design changes

Onyx Development Finance Ltd will liaise with the Principal Designer for all designs carried during the construction phase, including any design by a specialist contractor.

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A drawing register will be compiled to control the issue of design information to relevant contractors and members of the project team; the Site Manager will monitor this.

Design meetings will be held during construction as necessary. These will be attended by the designers and as required by the Onyx Development Finance, contractors.

Any changes to the initial design or additional design works that may include temporary works will be reviewed in regards to the health and safety aspects of the construction.

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3.10 Selection and control of contractors

Onyx Development Finance Ltd requires that all contractors are evaluated to the Stage 1 Pre-Qualification Process prior to selection as per Regulation 15 of the Construction (Design and Management) Regulations 2015.

Where high risk activities are being undertaken, the Health and Safety department will be involved to provide assistance in the evaluation process.

The Projects Manager and Site Manager will collectively review risk assessments and method statements (RAMS) issued by sub-contractors prior to commencement on site.

Additionally, they will review all high risk activities and ensure that safe systems of work are agreed prior to the work starting on site. All submitted documentation will be reviewed and a comments sheet provided.

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3.11 Site security

The site security measures allowed for this project are as follows:

Boundary Fencing/Hoarding	Heras Panels fixed to rubber feet
Site Gates	Gates formed within heras panels. Pedestrian access routes to compound area and site.
Signing-In Procedures	All operatives will sign into the site in a signing in book held at the site office. A separate book is allocated for visitors
Alarm System(s)	Alarm system to be installed on site and compound.
Provision of Gateman	Onyx Development Finance Ltd will provide Gateman/labourer if required

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3.12 Site inductions and onsite training

Project specific site inductions and toolbox talks will be carried out for all persons working on site. A site-specific induction will be produced as a presentation to operatives and be delivered by the Site Manager prior to individuals being allowed to start work on site.

Visitors to site will receive a shorter induction if they are to be accompanied – otherwise the full site induction will be provided.

Operatives will be provided with on-site training for specific activities as required.

Trade Supervisors will deliver toolbox talks as regards to the safety aspects of all operations. Face to face communication of safe working methods is considered to be a far more effective method of communication than the provision of documents. Evidence of the communication will be required from the Trade Supervisor.

3.13 Welfare facilities

The welfare facilities provided by Onyx Development Finance Ltd for this project are as follows:

Maximum No. of persons on site	25
No. and type of toilets	Minimum of Toilet Unit (3 urinals and 2 cubicles); & 1 Ladies Toilet
Canteen	Oasis unit to be provided
Drying Room	Oasis unit to be provided
Water Supply	Temporary Supply to welfare and offices
Equipment for heating food	Microwave
Equipment for hot water and drinks	Boilers and kettle within the welfare units.

All persons on site will be expected to treat the facilities with respect and report any defects to the Site Manager for correction immediately.

The canteen/drying room must not be used as a site office for trades, or for the storing of materials or plant.

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3.14 Site layout (welfare facilities, storage areas etc.)

The site layout plan (appendix 1) consist of welfare, gate locations, traffic and fire routes, first aid and fire points as well as refuelling and skip locations.

The compound area will contain the following:

- Site office and mess.
- Welfare Facilities.
- Storage Container.
- Smoking area

3.15 First aid

Onyx Development Finance Ltd will provide First Aid cover for all those working on and visiting the site. The site First Aiders for the project are:

Name	Title
TBC	Site Manager
TBC	

The names of first aiders and location of first aid equipment will be identified and included on the Emergency Notices section for the project that will be displayed on the project's health and safety notice board in the site office, and also in the canteen.

These persons will also be identified to all employees during their induction and green cross stickers on helmets will identify first aiders. A 'First Aid' green cross symbol will be shown on the site office door.

The first aid requirements for this project are as follows:

No of first aid boxes and size:	1 x 50 persons
Location of first aid box:	Site office

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3.16 Reporting and investigation of accidents and near misses

In the event of an accident or incident on site, the priority will be to make the area safe and to ensure that any injuries are dealt with swiftly. Procedures outlined below that may follow such an incident are designed to enable Onyx Development Finance Ltd to determine the causes of the incident in order to be able to prevent a recurrence.

The scene of the accident or incident must be preserved unless the area must be made safe, or used during the treatment of injured persons.

Following any accident/incident or near miss, the Site Manager will complete an incident report form. The purpose of this is to gather information as early as possible in order for the appropriate procedures to follow. Such procedures may include taking witness statements and photographs, calling in the Health & Safety Consultant, or in the most serious cases, ensuring the accident are reported to the HSE under RIDDOR. Contractors will be expected to provide all assistance necessary in order to be able to investigate the accident fully.

Records will be held securely and confidentially on the Incident Register/Database on the Group Intranet for Data Protection purposes.

The requirement to report all incidents, method of recording, and location of blank incident reporting sheets will be communicated to persons working on the project during the site induction.

Where any accident is reportable to the Health & Safety Executive the employer of the injured person will be responsible for ensuring it is reported, a copy of the F2508 will be filed (confidentially) on the site. Where a contractor does not provide evidence of reporting to the Health & Safety Executive the project's contracts management team will report it directly to the Health & Safety Executive on behalf of the contractor.

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Investigations will be carried out and risk assessment reviews undertaken following the investigation. Where lessons can be learnt Safety Alerts, Toolbox Talks, Information Sheets or other appropriate media will be used to communicate the information across the Company via notice boards and the intranet.

Significant near misses will be treated in the same manner as an accident with appropriate investigations undertaken. Operatives are encouraged to report near misses to the Site Manager as these figures are part of the Onyx Development Finance Ltd accident analysis statistics.

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3.17 Risk assessments and safe systems of work

Contractors must provide Risk Assessments for all hazardous operations associated with the project.

Method statements and permit to work systems will be introduced as applicable, and these will be mandatory for high risk activities.

Onyx Development Finance Ltd require all contractors to provide their risk assessment and method statements for their works on site at least ten days prior to starting on site. This allows time for the documentation to be checked and altered when required to do so.

A log of all contractors risk assessments / method statements required are held securely on the Group Intranet. This will be updated as contractors are appointed through the lifetime of the project. The project's contracts management team will ensure that all risk assessments and method statements have been briefed to all relevant personnel and keep records of briefings held on site.

Contractors will not be allowed to work on this project until they have provided the required documentation as appropriate and received a positive review back from the contracts management team. The RAMS Review Form (SITE PRE 07) will be attached to the document reviewed.

Where required, a permit to work shall be issued by the Site Manager before the work starts. The persons issuing and receiving the permit will sign it off and a copy of the permit will be held by both parties, when the work is complete the appointed person will check the work area before closing out the permit.

Permits for this project will include:

- Permit to carry out hot works
- Permit to excavate
- Permit to enter confined spaces
- Permit to work on live electrics

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3.18 Details of hot work permits

Hot works permits will be required for:

Trade	Activity	Location	Contractor
Plumbing	Soldering	Various	TBC
Ground Works	Grinding	Various	TBC
Roofer	Leadwork	Various	TBC

3.19 Site rules:

- Report to the Site Manager on arrival at site and sign in.
- Attend the site induction and act on what is said.
- Read and work to your risk assessment/method statement – if you have any problems with the contents raise these with your supervisor immediately.
- Wear the minimum recognised Personal Protective Equipment by the HSE at all times.
- Wear additional Personal Protective Equipment when it is deemed necessary for any specific undertaking or activity.
- Ensure tools and plant are secure when left unattended preventing unauthorised use.
- Do not use radios or personal music equipment on site.
- Do not consume food or drink on site other than in the canteen.
- Any operative suspected of being under the influence of drugs and/or alcohol will be told to

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leave site and their respective employer will be informed.

- Inform the Site Manager if you have been prescribed medicines or have a medical condition that may be relevant for the work that you carry out.
- Do not interfere or misuse anything provided in the interests of health and safety.
- If you require an adaptation to scaffolding, inform the Site Manager do not attempt it yourself.
- If you see any hazardous situations, tell the Site Manager or assistant Site Manager.
- Keep the site in a tidy condition – trips and slips cause the majority of site accidents.
- Store equipment in the designated areas only.
- Report all incidents, spills, near misses and accidents to the Site Manager.
- Ensure safe working practices are followed as detailed in individual risk assessments and method statements.
- Be familiar with the location of first aid equipment, fire extinguishers, fire exits and the site assembly point.

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- Smoking is only permitted in the designated smoking area
- All reversing vehicles must be marshalled until the vehicle is ready to be driven forward
- Deliveries using mechanical handling equipment such as skip deliver or HIAB lorry mounted cranes will be under the control of a banksman.
- The site speed limit must not be exceeded.
- No “Bombing” of materials on site.

3.20 Fire and emergency procedures:

The fire and emergency procedures shall be reviewed at regular intervals throughout the project’s duration or following any incident. The Site Manager will carry out regular workplace fire inspections. The Emergency Notice for this Project will be displayed on the site notice board. Details will be communicated to all personnel during their site induction. Details of responsibilities for the Responsible Person and the Marshalls can be found in the Fire Safety Plan (SITE PRE 02).

Responsible Person	Site Manager
Fire Marshall	Site Manager
Deputy Marshall	Assistant Site Manager
Access for emergency vehicles	Via the main site entrance, or the fire access route at the top of site.
Fire assembly points	TBC
Types of extinguishers	All extinguisher types are permitted
Location of extinguishers	Initially at site compound with additional locations around the existing buildings. Further extinguishers will be placed in suitable locations as the works progress.
Means of raising the alarm	Initially to be air horn at site office. Howlers to be provided at fire points.
Flammable material storage areas	Skip must be at least 10 m from buildings

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3.21 Location of nearest accident and emergency department

Important:

In the event of a serious accident, an ambulance must be called to transport the injured person to hospital. Please be aware that using private cars may cause further complications, particularly as there may be injuries that cannot be seen.

Fire/police/ambulance Emergency	999
Electricity Emergency	0845 770 80 90
Gas Emergency	0800 111 999
Water	0845 920 0800
Health and Safety Executive	0845 3450055

Name of Hospital	Salisbury District Hospital
Address	Odstock Rd, Salisbury
Postcode	SP2 8BJ
Telephone number	01722336262
Distance in miles	9.9 Miles

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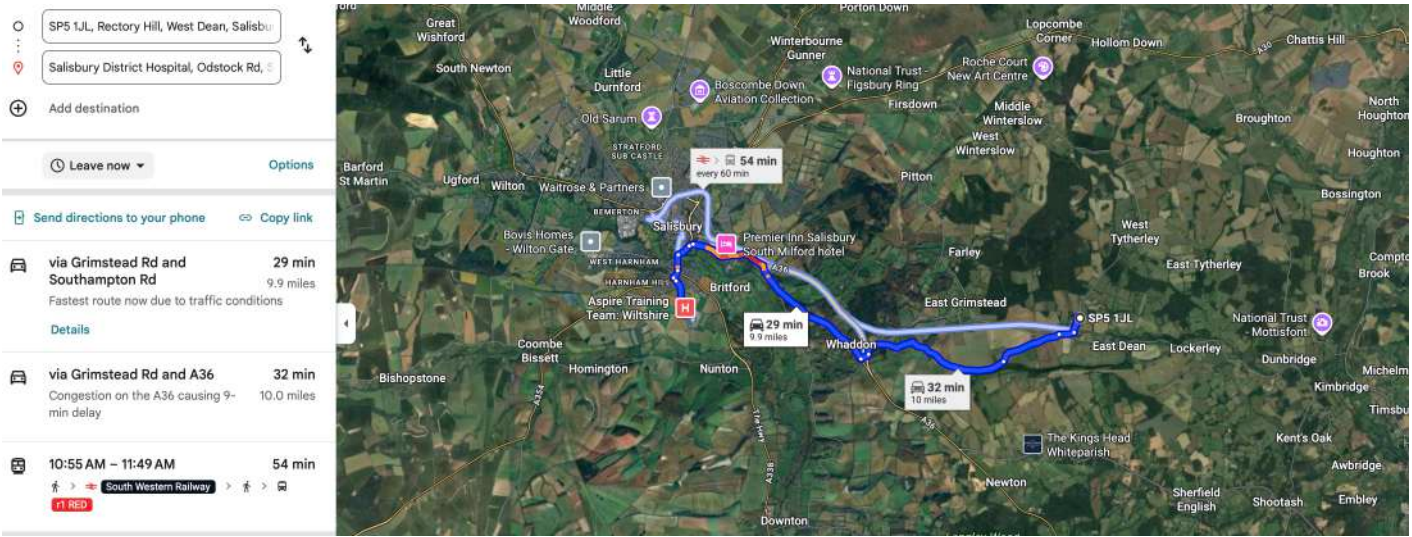
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A map showing the route to the nearest A & E department follows.



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4 Arrangements for controlling significant site safety risks

The following significant risks have been provided in the PCI as activities/areas for Onyx Development Finance Ltd to be aware of. Suitable management arrangements will be put in place to control these hazards and will be covered in the site specific risk assessments and method statements for the works.

A brief summary of likely actions is provided below.

Significant Site Risk	Those affected	Brief Outline of Control Measures
Site access and egress	Public, visitors and operatives	Notification to local residents of access and egress arrangements, formulation and communication of traffic management plan, information to hauliers as regards to delivery restrictions.
Fire safety in traditional build construction	All on site	Work to RAMS provided by contractor and site rules
Mud on the public highways	Public	Roads to be maintained in a good clean order.

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Falls from height	Operatives	Collective measures such as scaffolds and crash decks.
Collapse of trenches	Operatives	Provision for trench supports and to restrict access.

4.1 Delivery and removal of materials to site.

Access and Egress to the site will be via The Gables, Rectory Hill, West Dean.

Hauliers and material suppliers will be advised of any restraints around the site or the type of vehicles by the buying department at the time of placing orders. This will include particular reference to the residential roads approaching the site and the need for appropriate vehicles to be used.

Further information will be available on the traffic management/site layout plan.

Signage will be displayed at junctions on the routes to the site from the main road to help drivers navigate and reduce the likelihood of large vehicles having to attempt to turn around causing obstructions and reversing danger on the carriageways.

The site roads will be formed as early as possible allowing materials to be brought onto site to be unloaded rather than having them unloaded from the road.

If conditions require, a wheel wash area will be set up close to the exit of the site to clean mud from delivery vehicles. The need for wheel washing will be minimised by getting the roads in early and will be assessed throughout the project. Should the wheel wash not be suitable to keep the local road clear then road cleaning services will be arranged.

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4.2 Services: water, gas, electricity.

Existing service records and site survey are being obtained to establish details of services on site and around the boundary.

All services installed on the site will be recorded so that they can be protected against accidental damage. The location of services (existing and newly installed) will be marked on site where possible.

4.3 Adjacent land use

The land around the site is used for residential and farmland

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4.4 Impact on other neighbours

The production of noise is inevitable and at works to the highway is required; considerations must be given to the local residents to keep all disruptions to the absolute minimum.

4.5 Delivery times / restrictions on working

Working hours on this site are from 07:30 am until 18:00 pm week days, 08:00am to 13:00pm Saturdays although the site may be open earlier no works on Sunday. No deliveries will be carried out before or after these times. Hauliers will be made aware of traffic restrictions around the site via the buying department who will convey relevant information at the time of placing the order.

The neighbouring properties will be contacted prior to the commencement of site activities and provided with the contact details of Onyx Development Finance Ltd staff to which they can raise any concerns regarding the works. Where possible, local resident associations will be used to pass on information regarding the works being carried out.

Clear signage will be displayed on the roads surrounding the site to warn of the presence of construction vehicles. Signage will also be displayed to direct vehicles into the site accurately to reduce the possibility of construction traffic having to turn in residential roads surrounding the site.

4.6 Stability of structures

A demolition plan will be submitted by the chosen contractor prior to works being carried out. This will be reviewed by Onyx Development Finance Ltd to ensure that the proposed sequence of works are carried out in a way that doesn't affect the stability of surrounding structures.

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4.7 Excavations

When carrying out any excavation, suitable designed support will be made available to provide stability to the trench. This will be reflected in the temporary works register. The type of support will depend on the depth of the excavation and type of ground, and will have been determined by carrying out a risk assessment before the works start on site.

All excavations will have suitable edge protection, and if necessary, will also be covered to prevent persons falling into them.

A competent person will undertake a daily inspection of the excavation and a record kept if the excavation is to be accessed.

4.8 Temporary works

The temporary works listed in the table below are allowed for in the project. A Temporary Works register will be used to control and monitor this element of the project. The temporary works

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procedure will be based on BS 5975 and the table within that document will be used for the risk category.

If a Trade Contractor has a requirement for other temporary works, then this must be notified to the Site Manager who will update the Temporary Works register. The Trade Contractor must comply with the temporary works register and where necessary engage designers to provide drawings and details of the temporary works.

Scaffolding on the project must comply with the requirements of TG20:13.

The register is on the Onyx Development Finance Ltd Intranet.

The Temporary Works register will be kept and maintained on site by the TW coordinator.

Temporary Works	Temporary Works Complexity risk [L M H]	BS 5975 Design Check Category	Designer	Independence of checker
Timber Hoarding	L			
Scaffold	L			
Trench propping	M			
Soil heap	L			

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4.9 Working at height/preventing falls on site.

All work at height will be carried out after undertaking a risk assessment for the activity. The hierarchy of controls will be aHH/HCDerived to and if it is necessary to carry out work at height then this will be by using scaffold access or mobile elevated work platforms (MEWPS).

Persons who are required to use MEWPS will also have been trained in the use of the equipment and have the appropriate training category certificate.

All scaffolding will be inspected weekly, or after inclement weather or alteration.

4.10 Work with or near fragile materials

It is not anticipated that there will be any work involving situations near or on fragile surfaces.

4.11 Controlling of lifting operations

Lifting Plans will be required for the following operations on site:

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Lifting Operation

Placement of roof trusses

Lifting operations that do not require a Crane (such as standard lifts by forklift or excavator) will be risk assessed and the lifts planned using a non-crane lifting plan.

4.12 Maintenance of plant and equipment

The operator will inspect all plant/equipment prior to use daily. A weekly report sheet will be required from each Contractor for the plant that they have on site. Certificates for any plant requiring a thorough lifting examination on site will be presented to the Site Management prior to its use.

Small tools will be 110v or battery powered. Electrical hand held tools will undergo a Portable Appliance Test before first use and every 3 months.

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4.13 Traffic routes; segregation of vehicles and pedestrians

The Traffic Management Plan is shown on the site setup drawing in appendix 1 and details the following:

- Vehicle routes
- Parking
- Vehicular/pedestrian access/egress from site
- Segregation of vehicles/plant and pedestrians/operatives
- Material unloading areas
- Crane hard standings

In addition, signage will be clearly displayed on the approaches to the site warning of the danger of the site entrance. No vehicles will be allowed to enter the site without a banksman present.

4.14 Storage of hazardous materials and work equipment

Contractors will be made aware of their responsibilities and any such materials will be suitably stored in areas where they will not affect others or the environment. Subcontractors are required to detail the arrangements for storage of such items in the risk assessments/method statements provided.

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4.15 Dust on site

The Site Manager will monitor the works for unacceptable levels of dust production and where necessary, will implement arrangements to control emissions.

5 Arrangements for Controlling Significant Site Health Risks

5.1 Asbestos

The existing properties due for demolition on site, have had a full demolition survey carried out. The asbestos containing materials identified will be removed prior to demolition.

5.2 Manual handling

Manual handling will be reduced as far as is reasonably practicable by the use of mechanical means.

Where possible the manual handling risk will be reduced through the use of Cranes, Forklifts, trolleys and pallet trucks. Sub-contractors will be required to consider the risk of manual handling tasks through their risk assessments and method statements.

5.3 Use of hazardous substances

COSHH/HCD assessments will be produced by the employers of those affected for hazardous materials used during the construction phase. COSHH/HCD assessments will be presented and explained to operatives.

5.4 Reducing noise and vibration

Noisy activities will be minimised where practicable. The standard required will be identified within the risk assessment and will be communicated to the operatives and detailed in the individual sub- contractor RAMS to minimise the noise. Suitable PPE will be worn if other measures cannot reduce the noise to an acceptable level.

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Records will be kept by employers of individual exposure to vibration. Onyx Development Finance Ltd will expect Subcontract employers to comply with their duties under the Control of Vibration Regulations 2005.

5.5 Silica

All cutting of concrete will be avoided as far as possible to by ordering materials to size and specification of the job.

Where cutting or works where silica dust may be produced are to be carried out, dust suppression or collection measures will be used.

Operatives involved with these processes will wear FFP3 face fitted masks suitable for the task.

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6 Arrangements for compiling the Health and Safety File

6.1 Responsibilities

Onyx Development Finance Ltd will be responsible for compiling the Health & Safety File during and at the end of the project.

During the construction phase of the project the Health & Safety File will be located and managed at Onyx Development Finance Ltd Head Office.

6.2 Health & Safety File contents

Layout and Format

Both a hard copy and electronic version of the information to be included in the Health and Safety File the information for the file will be presented in the following layout:

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Contractors' will be advised on what information to provide with their work order

- Index
- Description of the project
- Details of parties involved in the project
- Schedule of materials involved in the project
- List of suppliers
- General details of construction methods and finishes schedule
- Description of equipment/facilities installed
- Description of maintenance procedures for the structure
- Mechanical and Electrical O&M Manuals
- Hazards data sheets for materials used and details of any residual hazards
- Certificates
- Details of utilities know, incoming positions etc
- Any record or as built drawing

Collection and passing on of Information

All contractors will provide the information in pdf and Word format. Pdf copies must be indexed for hyperlinking to sections.

Storage of Information

Information will be available on site in the Health and Safety File from early stages as records of installed services and drainage will be available for site use.

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Site Name:

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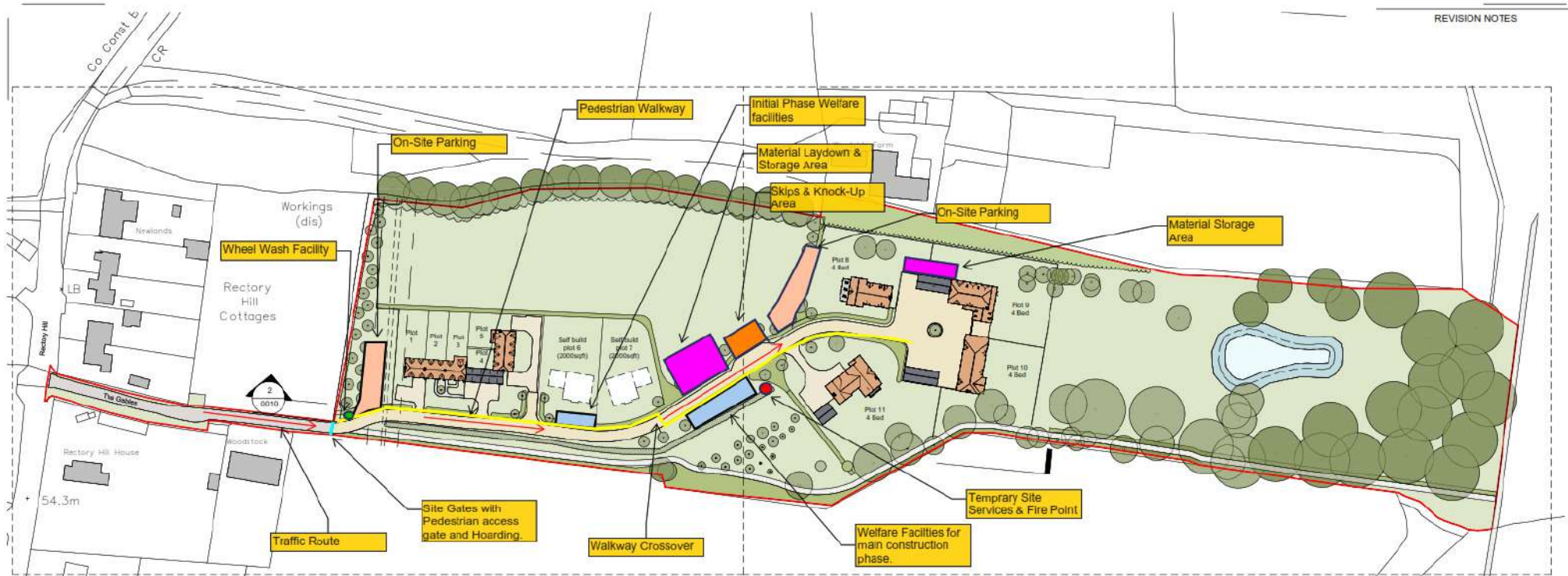
Contract
No:

1001

7 APPENDICES

APPENDIX
ONE

Traffic
Management
Plan



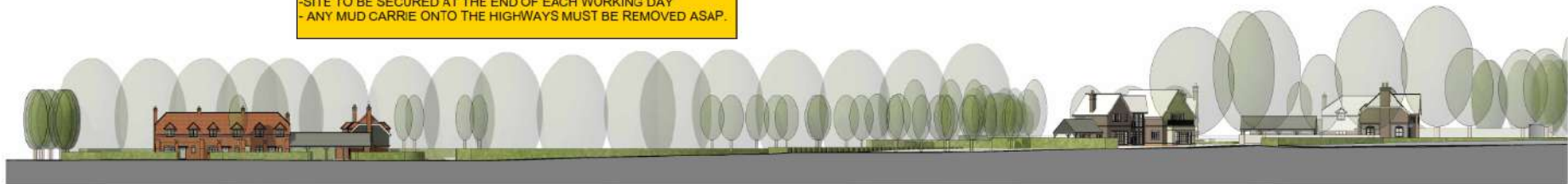
① **0 Masterplan Site Plan**
1:1000

NOTE :

- ALL PARKING TO BE ON SITE
- ALL VEHICLES TO LEAVE IN A FORWARD GEAR
- ALL SITE VISITORS MUST REPORT TO THE SITE OFFICE TO SIGN IN
- SITE TO BE SECURED AT THE END OF EACH WORKING DAY
- ANY MUD CARRIED ONTO THE HIGHWAYS MUST BE REMOVED ASAP.



Scale 1:1000



② **Street Scene - Section along access path**
1:500

onyx.

Scale 1:500

