TITLE.	New Industrial Units at Hickleton.
CONTRACT NO.	CS03313
REVISION NO.	Rev 0

Construction of the new industrial development at Hickleton colliery, Thurnscoe

CONSTRUCTION PHASE PLAN (HEALTH, SAFETY AND ENVIRONMENT)

Controlled Copy No.
UNCONTROLLED

CLIENT: Priority Space.

PREPARED BY: Daniel Grewer

HSEQT Manager for Britcon(UK) Ltd **DATE:** 14th June 2019

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APPROVED BY: Matthew Kingston

Projects Manager for Britcon (UK) Ltd. **DATE:**

……

REVIEWED & ACCEPTED BY: Name

Job Title for Client Company Name **DATE:**

……

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1 INTRODUCTION

1.1 General

This Construction Phase Plan describes how the Health, Safety and Environmental risks associated with this project will be identified and effectively managed by Britcon (UK) Ltd. throughout the duration of the construction phase.

The Company's Policy Statements (Appendices 1 and 2) for Occupation Health and Safety; and Environment will apply to this project. These policy statements will be displayed on the relevant site notice boards.

UK legislation and other standards applicable to the project are shown in Appendix 3 of this document. Britcon (UK) Ltd. accepts that any procedures contained within this Construction Phase Plan do not prejudice any statutory requirements and guidelines that may be in force at any time during the contract period.

A copy of the F10 (for notifiable projects) is included within Appendix 4 of this document and will be displayed on site notice boards.

1.2 Description of Project

A construction of 15 number industrial units, in 4 number blocks, with a range of sizes from 116sqm to 232sq (1,250sqft to 2,500sqft) together with all associated and external works, including service yard, car parking, cycle and motor cycle parking and bin stores.
The work involves but is not exclusive to:

- Foundations
- Drainage
- Steel frame
- Concrete floor
- Cladding
- M+E installation
- Decoration
- Windows
- Roller shutter doors
- External paving
- White lining
- Cycle Store
- Bin store
- Formation of parking spaces.

1.3 Location of Construction Works

Barrowfield Road,
Thurnscoe,
Rotherham,
S63 0EW

1.4 Duration of Construction Phase

Contract Commencement Date is: 9th September 2019
Contract Completion Date is: 02nd February 2019
Contract Duration: 24 weeks

Normal hours of working are expected to be approximately 07.30 – 17.00, Monday to Friday

1.5 Key Appointments

Client:	Priority Space (Hickleton) Limited Midland Road SCUNTHORPE North Lincolnshire DN16 1DQ Contact: Shaun Hunt Tel: 07721 660001 Email: shaun.hunt@huntgroup.co.uk
CDM Consultant / Principal Designer Adviser	William Saunders Sheppard Lockton House Cafferata Way Newark-on-Trent Nottinghamshire NG24 2TN Contact: Darren Homer Tel: 01636 704361 Email: darren.homer@wm-saunders.co.uk
Architectural Design / Principal Designer	Architectural Design/Principal Designer William Saunders Sheppard Lockton House Cafferata Way Newark-on-Trent Nottinghamshire NG24 2TN Contact: Stuart Willows Tel: 01636 704361 Email: stuart.willows@wm-saunders.co.uk
Principal Contractor/Principal Designer Construction Stage.	Britcon (UK) Ltd Midland Road, Scunthorpe, Lincolnshire, DN16 1DQ

Tel: 01724 280022

Nick Shepherd (Managing Director)
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Matthew Kingston (Site Manager)
Tel: 07985 953196
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Robbie O'Shea(Site Engineer)
Tel: 07876394426
robbie.o'shea@britcon.co.uk

Daniel Grewer (HSEQT Manager)
Tel: 07798611141
dan.grewer@britcon.co.uk

Mark Hellewell (HSEQT Co ordinator)
Tel: 07799772505
Email: mark.hellewell@britcon.co.uk

Contractors: To be advised on appointment.

1.6 Existing Plans and Records

The Client (via the Design stage Principle Designer) has issued Britcon with a copy of the Pre-Construction Information and supporting information. This information has been used in the preparation of this Construction Phase Plan and is referenced at appropriate places within this plan.
This information includes;

- Construction Drawings
- Utilities information

2 MANAGEMENT OF THE WORKS

2.1 Project Management Structure, Organisation and Responsibilities

A Project Organisation Chart is included within Appendix 5.

The general responsibilities of all individuals are detailed within the company's Business Policy Manual, a copy of which is available via the company intranet and will be displayed on the site Health and Safety notice board.

The Construction Director has allocated the responsibilities for safety and environmental duties to personnel within the project team (with appropriate deputies to cover absences).

These responsibilities are shown within a TRAM (Task/ Role Assignment Matrix).

2.2 Project Health, Safety and Environmental Goals

The health, safety and environmental goals for this project are:

- Putting into practical effect the commitments made in the company's Health & Safety and Environmental Policy Statements and supporting documents.
- To comply with the requirements of all relevant health, safety and environmental legislation.
- To ensure adequate liaison and co-ordination between all parties during the construction phase of the project.
- To ensure a safe work environment for all those involved with or affected by the project.
- To complete the project zero reportable accidents, dangerous occurrences or environmental incidents occurring.

Having an Incident & Injury Free Environment means no harm to anyone, at any time, whilst at work.

An Incident & Injury Free commitment is both personal & organisational – it is a commitment to creating a life free of incident & injury. It is not a goal, a result to seek and acquire; it is a mind-set intolerant of any level, frequency or severity of incident or injury. In an Incident & Injury Free environment, safety is not in completion with personal or organisational priorities – doing something safely is recognised as an inseparable element of 'doing it right'.

When an Incident & Injury Free commitment is present, people do not live and work safely out of compliance with some standard or to avoid punishment; instead, people choose the safe path simply because not doing so would violate a deep internal value. People recognise that by risking incident & injury, they are putting in jeopardy everything and everyone that care for and value.

2.3 Monitoring and Review of Health, Safety and Environmental Performance

Project Performance will be monitored by:

<u>Planned Site Inspections</u>

Britcon (UK) Ltd. shall monitor health, safety and environmental standards and performance as follows:

- Supervisors will visually monitor work areas, conditions and performance on a daily basis.
- Weekly-recorded health, safety and environmental inspections by the Project Manager or his nominated Deputy.
- Spot checks of inspections, documentation (including registers) of those contractors listed in this plan as part of the weekly site inspection.
- Periodic recorded health, safety and environmental inspection/audits by the Contracts Manager or Health and Safety Manager.
- Periodic recorded reviews of this health, safety and environmental plan, risk assessments and method statements.
- Sample checks of compliance with Method Statements and Permits to Work as part of the Weekly recorded health, safety and environmental inspections.

Senior Management Site Inspections

Arrangements for inspections and audits are described below; these are supplemented by inspections by the client:

- Contracts Manager 1 inspection per month.
- Site Manager 1 Inspection per week.
- Health and Safety Manager (SHE) A minimum of a Monthly audit dependent on Risk.

Relevant outputs from inspections and audits shall be copied to the Britcon Site Manager for action and review as appropriate and a copy subsequently sent to Head Office to enable company performance monitoring, control and trend analysis. All records shall be maintained within the site project file. The Britcon Site Manager shall review outputs as necessary to ensure all actions have been completed within set timescales.

Independent Audit

Internal and Independent audit arrangements for the project are recorded in the Project Quality Plan.

Project Review

Project performance will be reviewed at monthly progress meetings held with the client. Britcon will provide a performance report at these meetings to allow progress to be assessed and reviewed.

This plan shall be reviewed periodically to identify changes required as a result of:

- Changes to the scope of works
- Changes to key personnel
- New identified hazards
- Findings of inspections or audits requiring changes to risk control measures
- Findings of accident/incident investigations requiring changes to risk control measures.

Proposed changes will be reviewed by the Site Manager before implementation, after consultation with relevant parties in advance if necessary.

2.4 Liaison Between Parties on Site

The Site Manager will ensure that all persons on site and other affected parties co-operate on matters relating to the health, safety and welfare.

Similarly, Britcon (UK) Ltd. is committed to co-operating through consultation and liaison with all other parties connected with a project.

The framework for co-operation will involve the following procedures:

(a) Regular planned Progress Meetings and relevant joint meetings will be held to ensure continuous liaison with the client and their representatives.

(b) Day to day contact between the Site Manager and the client's Project Team, to ensure continuous monitoring of all site activities and progress.

(c) Site specific Tool Box Talks will be held weekly. These are short safety presentations to ensure that employees and specialist contractors are kept fully informed of the control measures required for the site and generally keeping the safety message going. All employees and specialist contractors will be actively encouraged to "feedback" comments during this process, which will be considered by management for possible implementation.

(d) The Health and Safety Manager (SHEQ) will liaise with the Britcon (UK) Ltd. Site Manager, Employees, Specialist Contractors and client Project Team during his site audits.

Note: the following provides an outline of the standard agenda that shall be followed at safety and progress meetings to review health and safety management of the project:

- Actions required following any previous meeting(s)
- Health and Safety planning of future work(s), including the required liaison with Designers, Principle Designer, Contractors and the client Project Team
- Report on leading and lagging health and safety indicators including incident / accident statistics, investigations and findings.

2.5 Consultation with the Workforce

Britcon (UK) Ltd. recognises the importance of effective two-way communication within the company and specifically on site. Information will be distributed utilising regular team meetings within the company and by the way of safety alerts and toolbox talks.

The Site Manager will ensure that regular consultation between managers/ engineers and site representative is undertaken. Site staff are encouraged to participate in safety initiatives.

The Site Manager is responsible for ensuring that all site staff, which includes contractors, receive site-specific briefing and that they attend the relevant meetings, as appropriate.

2.6 Design Co-ordination

Design Control

The arrangements for dealing with design alterations and other major changes in work operations

are detailed in the fully developed design control procedures within the quality management system

The interface with Third Parties will form a major part of the communication process. Key representation of all parties will be invited to participate in any risk assessment, planning process etc. which may ultimately affect their activities. This will be achieved by regular progress/liaison/communication meetings.

The interface with other designated contractors will be reviewed at the individual pre-start meetings and reviewed continuously throughout the project. The Site Manager will co-ordinate the interaction processes and ensure that all the individual 'safe systems of work' can operate simultaneously.

During the design process, the Britcon (UK) Ltd. Design Co-ordinator, in liaison with the design teams, has endeavoured to "design out" hazards of construction, maintenance and cleaning of the structure, or where this is not possible, to minimise the risks of such hazards, as is required by Regulation 9 of the CDM Regulations.

Where it has not been practicable to remove a hazard completely, there will be a residual risk. Designers' Risk Assessments/Risk Log shall be updated, as required, throughout the design and construction process and communicated with the Principle Designer as required.

2.7 Design Change Control

Any eventuality during the works that would result in a change in the design must be communicated to the Principle Designer immediately by the Britcon (UK) Ltd. Design Co-ordinator. Any such change in the design must comply with the requirements of Regulation 9 of the CDM Regulations and must be subject to the same risk assessment procedures as any other design feature.

If, after the works stage commences, the design changes, unforeseeable circumstances arise or Britcon (UK) Ltd. wishes to change the original principles, the Design Co-ordinator will agree any necessary variation with the Principle Designer and Client before proceeding with any changes. However, if emergency action and changes are required, the circumstances must be communicated to the Principle Designer as soon as practicable after the event.

Design change control shall be carried out by the following process:

- All design changes shall be facilitated by the Design Co-ordinator in liaison with the Principle Designer and Client (through formal design meetings).
- Complex and high-risk changes shall be thoroughly planned utilising extensive verification, validation, and design review being performed (via formal meetings with applicable stakeholders).
- The Design Co-ordinator shall consider the verification and validation requirements for the proposed changes, and also determine the possible adverse effects on other functions. Cross-functional team members shall be tasked to review these decisions to ensure that appropriate design controls are implemented.
- Changes shall be identifiable by use of Britcon and Client document control systems - information shall be allocated a unique drawing number, referencing, be brief, clear,

precise, and in a form suitable for the users.

- Drawing numbers shall be updated via changes and a current/maintained drawing register utilised (controlled by the Site Manager) to ensure users are aware of correct and up to date revisions.
- The Design Co-ordinator shall ensure any amendments are clearly shown on documents or drawings (as applicable) and communicated to relevant stakeholders prior to work commencing.

Design change outputs shall be documented, reviewed (by the Design Co-ordinator), and approved by the Client before release for construction. The approval, including the date and signature of the individual(s) approving the output, shall be documented to ensure adequate control is maintained.

2.8 Selection and Control of Contractors and Suppliers

Specialist contractors will be assessed and approved in accordance with the documented quality procedures - Management of Specialist Contractors'. The procedure is designed to ensure that appointed specialist contractors are competent in the work they are contracted to undertake.

The suitability of a specialist contractor to carry out the proposed work is assessed and verified by the Site Manager in conjunction with the Contracts Manager and/or the Health and Safety Manager, where applicable.

The specialist contractor must, prior to any work commencing, provide the following information regarding his proposed personnel:

- Certificate of Competency signed by the Director responsible for safety within the specialist contractor's organisation
- Medical self-assessment signed by the operative
- Copies of all relevant training certification cards (e.g. CSCS cards, Safety Passport, plant operator's cards, etc)
- Details of any young or inexperienced workers and the control measures to be used to manage health and safety risks.

The Site Manager will assess/check the competence and training of each nominated person to ensure they are properly qualified to a level commensurate with the duties on which they will be engaged.

In addition, the Site Manager will ensure that all personnel can understand written and oral English to a standard appropriate to their role.

Each person will be approved, or rejected, as suitable for employment on the Britcon (UK) Ltd. site. Additionally, performance will be monitored on an ongoing basis during the project.

Britcon will provide contractors and visitors with a 'safe working environment'. All specialist contractors must meet the following safety standards before being appointed to the project:

- All specialist contractors must have an internal safety management system and/or an appreciation of general safety procedures applicable to our work operations.

- All specialist contractors must nominate an individual responsible for Health and Safety on site.
- All specialist contractors must work within the site-specific rules laid down at project commencement.
- All specialist contractors must attend a Site Specific Safety Induction given by the Company's Site Manager prior to commencing work. Records are maintained of all safety training and individual specialist contractors must complete and sign the confirmation of training record.
- All specialist contractors must report any accident/incident/near miss that occurs on the working site.
- All specialist contractors must ensure that their work programme accounts for any potential interactions caused by the scheduling of works that have Health and Safety implications.
- All specialist contractors must provide the following information, when requested, with regard to their work operations:

- Risk Assessments (Specific)
- COSHH Assessments (Specific)
- Method Statements (Specific)
- Details of personnel – see Training below

All work activities will be subject to a detailed Risk Assessment and Method Statement. Specialist contractors will submit their Risk Assessments and Method Statements to the Site Manager for approval. The information provided by the specialist contractor will either be submitted as an appendix to the Britcon method statement or the contents will be incorporated into the Britcon method statement before submission to the Client for approval.

Britcon (UK) Ltd. will maintain a site presence throughout all works to co-ordinate between potentially conflicting work activities and provide supervision of the works.

A list of appointed contractors is maintained within Appendix 7. Details of the management representative for each contractor are contained within this appendix, along with emergency contact numbers should contact be required outside of normal working hours or when the contractor is absent from the site.

The performance of each Specialist Contractor is reviewed at the end of each project by the Site Manager and Senior Management Team. The outcome of each review results in either re-approval for continued use, placing on special monitoring or suspension from use.

<u>Selection of Materials</u>

Materials selected for use during the contract will be supported by relevant health and safety information to ensure adequate risk controls are identified and implemented during its use and for inclusion in the Health and Safety File. Typical information may include Material Safety Data Sheets for substances, and certificates of conformity for materials. This information will be used to determine the correct working practices for storage, handling, use, installation and disposal; as appropriate. All COSHH information to be approved before it is brought to site.

Selection of Plant

Company owned plant, which is inspected and maintained at our Head Office Scunthorpe, is used alongside externally hired plant. In certain situations Specialist Contractors will provide their own plant and equipment. In all cases the Site Manager will ensure that the relevant statutory certificates and maintenance inspections are being carried out effectively.

All Company owned plant has a maintenance record, which identifies the service intervals in hours worked, mileage intervals or specified dates. On issue to site the plant/equipment is issued with a sticker/tag which identifies the last inspection date and when the next inspection is due. The Site Manager will review the plant operations as part of their Safety Tours and will ensure that either the Company mechanics or third parties are employed to carry out the necessary inspections and maintenance checks.

2.9 Information Sharing Between Contractors

During the project, information will be exchanged and subsequently disseminated between Britcon, the client's representatives and Contractors by means of:

- Daily shift briefings inclusive of a two way communication forum (task discussion, questions, answers and discussion on current activities).
- Formal site safety meetings inclusive of relevant safety briefing.
- Attendance to the weekly Contractors Briefs by the site Manager covering health and safety topics, site initiatives and key learning points.
- Joint inspections and performance review regarding health and safety issues/best practice.

2.10 Site Security

The Site offices, welfare and compound area will be located in a clearly designated area.

Site offices, welfare, and compound areas will be secured against unauthorised access when not occupied. Layout plan(s) of the site including security arrangements, access points etc can be found in Appendix 9.

The level of security measures (type of fencing, barriers, warning signs, lock-up containers, additional lighting etc.) will be determined by the contents of the compound, nature of the works and assessed vandalism risk.

All temporary fences and hoardings will be designed to exclude and protect the public and other unauthorised persons from the activities and will be securely fixed and maintained in good condition. They will provide adequate levels of fire protection and constructed from materials suitable for the task. Gates will be closed and locked when not in use.

Where appropriate, security personnel will be employed outside of normal working hours to protect company assets and prevent unauthorised access.

To deter vandalism the company will ensure:

- The site is secure;

- Materials stored safely and away from perimeter;
- Prohibited storage of Flammable Material adjacent to perimeter;
- Display signage warning of dangers on construction sites;
- Use solid hoardings to prevent clear vision of the site where necessary;
- Illuminate potential problem areas.

Employees of Britcon and its Contractors will not be permitted to access operational work area(s) until they have received a Site Induction covering essential HS+E information and site rules.

In addition each person's name is entered onto a 'Site Access Authority' Form, which is used to record start and finish times on site, and provides a checklist to ensure all persons on site have departed or as a roll-call in the event of an emergency.

2.11 Site Induction

All Britcon employees, contractors and visitors will attend a Site Induction, which covers standards for health, safety and environment management, including local site rules and policies.

A separate Britcon specific induction briefing is provided for operatives and visitors of site, giving a brief overview but including the main safety and environmental hazards, risks and control measures. An experienced member of staff will accompany visitors at all times whilst on site.

A record shall be kept on site of all those who attend site inductions.

Every person on site will attend a daily shift briefing, which is reviewed and updated to reflect changes, which occur on the site, and covers the specific hazards, risks and control measures in place on that day.

2.12 On-Site Training

All site personnel will attend a weekly toolbox talk. These are short presentations to ensure that employees and specialist contractors are kept fully informed of the control measures required for the site and generally keeping the safety message going. All employees and specialist contractors will be actively encouraged to "feedback" comments during this process, which will be considered by management for possible implementation.

Specific project related training will be arranged as required to ensure all site personnel maintain the skills and knowledge required to act and behave safely and respond to hazards and emergency situations.

2.13 Welfare Facilities and First Aid

Site will include: office, mess room, toilets, drying room and storage facilities. The site accommodation does not have running water and will be supplied by a tank. Also generated electricity will be on site with a diesel tank, the waste water will be directed to drainage connection.

The first aid arrangements for this project have been assessed against the requirements of the Health and Safety (First Aid) Regulations 1981. Britcon (UK) will provide a standard first aid box, a first aider and emergency details including hospital route. There will be first aid cover at all times during Britcon's times of work.

A 'First Aid Notice' will be displayed in prominent locations around the CDM site and designated office accommodation. The nominated first aiders will take cognisance of holidays, sickness and shift times and where necessary will be supplemented to maintain the relevant requirements. First aid provision, including approved training for nominated individuals and first aid kits and equipment, shall be maintained and monitored frequently by the Site Manager through formal inspections and review.

2.14 Reporting and Investigation of Accidents and Incidents

As a minimum Britcon require all employees, specialist contractors and visitors to report:

- Any personal injury arising out of or in connection with the projects work activities
- Fires or any situation which could have resulted in a significant fire
- Environmental incidents resulting in the pollution of water, air or land
- Incidents and near misses which had the potential to cause injury, damage or environmental harm.

The Site Manager must be informed without undue delay of any accident or incident.
Accidents involving personnel injury

Also notify the Health and Safety Manager immediately by telephone.
During normal working hours – contact **01724 280022** and ask for H&S Manager

Outside normal working hours – call **07798611141**

All Other Accidents and incidents

Complete an initial accident/incident report form and submit to Head Office within 24 hours.

The H&S Manager, in conjunction with the Site Manager, will identify and report any accidents/incidents which require reporting to the HSE under RIDDOR 2013

All accidents/incidents will be assessed by the H&S Manager to identify those which require further investigation. The assessment will be based upon the actual or potential severity or consequences of the event. The H&S Manager will investigate these accidents/incidents or appoint a nominated person.

Recommendations and lessons learnt from any investigation will be reviewed by the Britcon (UK) Ltd. senior management team and the completion of all corrective/preventive actions will be monitored by the H&S Manager**.**

2.15 Production and Approval of Risk Assessments and Written Safe Systems of Work

Method Statements shall be approved by nominated managers/supervisors with the knowledge, competence and experience to conduct an independent review of the adequacy of the document (in relation to the hazards identified and risk control measures specified). Every method statement must be accompanied by a risk assessment.

All changes to the programme of planned work, including methodology and risk control measures, maybe subject to a revised risk assessment and the revision/amendment of the Method Statement. Also as the result of an Accident or Incident occurring on site. The Site Manager will approve all changes before the changes are implemented.

All programmes, schedules, current method statements and risk assessments will be reviewed monthly as part of the progress meeting.

Method statements are briefed to relevant project personnel and all workers involved or significantly affected by the task under consideration. This briefing shall be given prior to the work being undertaken and records of such briefings retained on site.

As part of the Britcon (UK) Ltd. overall safety policy, a Daily Shift Briefing shall be held at the start of every shift. This supplements the Method Statement Briefing as it ensures all on site are aware, reminded of general safety issues and that workers have reviewed their own work area/activity.

2.16 Site Rules

Site rules for the management of health, safety and the environment have been established for this project. These rules have been developed to be appropriate to the risks faced on site and incorporate rules imposed by the Client, and in line with Britcon (UK) Ltd. policies and procedures.

Site rules form part of the overall site induction and are monitored to ensure their suitability.

Client rules:

The Client is committed to supporting the Health and Safety Strategy in the context of 'Rethinking Construction, Respect for People' and Revitalising Health and Safety. The Client will employ Contractors who will implement a safety strategy with a target of zero accidents of all types.

Site Induction/ Briefings

- All working operatives must attend the site induction before they are permitted into construction areas to work
- Weekly briefings that the site manager shall attend will be toolbox talked to the operatives which a Client representative may be present.
- Visitors must attend a short induction before they are permitted into construction areas. They must be accompanied and supervised at all times when on site
- All personnel must attend a daily briefing at the start of every shift before starting work, all personnel must ensure they know and understand the contents of the relevant
- Asbestos awareness refreshers to be delivered and included at induction stage.

General

- Obey all warning and hazard signs.
- No abusive language, wolf whistling or similar.
- When using a mobile phone stand in a position of safety and do not walk around.
- Never report for duty when under the influence of alcohol or drugs.

Personal Protection

- The minimum Personal Protective Equipment to be worn by everyone on site and Britcon CDM site is Hi-Visibility Vest, Safety Footwear with midsole protection (no Rigger Boots, dealer boots, or shoes only lace up boots) and Safety Helmet and gloves must be worn for all manual tasks
- All high visibility PPE to be orange
- All other PPE issued for your protection must be worn dependant on task requirements

Welfare

- Smoking is only permitted in the designated smoking areas. Take all necessary precautions to prevent fires. Know where fire-fighting equipment is kept, but only use it if trained to do so.
- Food and drinks must only be consumed in the welfare cabins provided.
- Particular care must be taken on site in respect to hygiene – Leptospirosis (Weils Disease).

Access, Storage and Waste Disposal

- Keep work / storage areas tidy and access routes clear at all times.
- All plant and materials must be securely stored when not in use to prevent misuse by vandals and theft.
- Waste must be removed to the correct storage facility provided by AWM waste
- Ensure fuels and other hazardous materials are correctly stored, and obey COSHH guidelines
- Know where the ‘spill kit’ is kept and how to use it

Traffic Management

- Vehicles will not park or wait on the public highway perpendicular to the site entrance
- Vehicles will be escorted through public areas by a banksman, the public will always have the right-of-way
- All public roads and walkways will be kept free of mud and loose materials.
- Maximum speed limit for all vehicles on site is 10 mph

Pedestrian Routes for Site Personnel

- Plant, Equipment and Materials shall not be taken through public areas if an alternative segregated route is available.
- Where it is necessary to use a public area, busy times will be avoided and banksmen shall

be used to ensure a safe distance is maintained from the public. The public shall always have the right of way.

Plant and Equipment

- All Plant must be inspected/checked daily before use, defective plant must be quarantined /immobilised until repaired
- All Plant must have the keys removed when not in use
- Plant engines must be switched off when not in use (no idling)
- Plant and Equipment must not be left unattended
- Plant operators must carry at all times their certificates of competence.
- During refilling drip trays and spill kits will be used at all times and fire extinguishers kept near-by.
- Any reversing of plant will be done with a banksman.

Construction Operations

- Noise must be kept to a minimum at all times
- Comply with all Temporary Works procedures / Permit to Work systems.
- Only competent persons who are authorised to do so may erect alter or dismantle scaffolding.

Permits

Permits which Britcon will issue include;

- Electrical
- Hot work
- Excavation
- Confined space
- Working at height

Emergency

- All accidents, incidents and near-misses MUST be reported immediately
- Report all injuries, dangerous occurrences and near misses to Site Manager/Supervisor
- Report immediately any damage you have seen or caused
- In the event of a fire, raise the alarm and follow procedure on Fire Evacuation Notice
- Know who your site First Aider is and where equipment is kept

Active and re-active monitoring to achieve compliance with legal requirements and the safety rules above shall be carried out daily by site supervision and management. This shall be achieved by observing the workforce carrying out daily tasks and carrying out weekly site inspections.

All employees and contractors working for Britcon are encouraged to report any breach of a safety rule or legislation to the Site Manager.

This will be dealt with in confidence and suitable actions will be implemented by the site management team to correct and prevent further occurrence of breaches. Key learning point information shall be included in the weekly meetings held on site.

2.17 Fire and Emergency Procedures

Fire Procedures

The Site Manager is responsible for the development of suitable fire arrangements, which includes:

- Nominating Fire Wardens to deal with any fire and evacuation, with the individuals identified on the Fire Evacuation Notice
- Provision and location of suitable Fire Fighting Equipment
- Method of raising the alarm (if no fixed warning system is available a manual siren or air horn will be used)
- Identification of evacuation routes and muster point
- Identification of any high-risk areas where additional fire precautions are required.

Where the work is undertaken within another party's premises, e.g. client's existing premises, the Site Manager will ensure full consultation takes place regarding fire arrangements and evacuation routes, prior to any work being undertaken.

Fire Reporting

In the event of a fire occurring on site, the Site Manager will compile a Report and submit it to both the Client and the Britcon (UK) Ltd. Health and Safety Manager.

Fire Precautions

Site Supervision and operatives will receive sufficient fire safety training to enable them to identify possible fire hazards, suitable preventive and remedial actions and ensure appropriate action is taken to protect personnel in the event of a fire. Britcon shall take strict precautions to protect the works, adjacent property and all persons from fire.

Temporary Fire Points will be located within each working area. The extinguishers shall be housed in a temporary fire point stand which is easily recognisable and accessible. The extinguishers will be serviced and tested in accordance with recognised national standards.

The following rules will be observed:

- Local non-smoking restrictions will be applied.
- Waste or other material will not be burned on site.
- Gas cookers and gas or petrol heaters will not be permitted without a specific risk assessment being completed and the approval of the Health and Safety Manager. In below ground locations no gas cookers and no gas or petrol heaters shall be used. Water shall only be heated using electric immersion heaters and space heating must be by electric convection heaters.
- Power sockets shall not be overloaded at any time. Any adapters which, when used with electric equipment and power outlet sockets could lead to such over loading shall not be used.
- The use of gas cylinders for appropriate works will be undertaken with the prior agreement

of the Client and a Hot Work Permit must be used to control the activity. Always consider the use of Propane gas instead of Acetylene gas if appropriate.

- Suitable and sufficient fire extinguishers will be available to meet the risks of the operations being carried out, which will be maintained according to national standards.
- Firefighting equipment provided to comply with Hot Work Permits is in addition to the equipment placed within the temporary fire points.
- Temporary coverings used during construction and refurbishment must not add significantly to the fire load or the potential for fire growth and spread, where reasonably practicable the coverings shall be fire retardant.

Appendix 11 of this Plan contains the mandatory emergency notices for the project, which are briefed to all site personnel as part of the induction and posted on the relevant notice boards. Mandatory notices include Emergency Contact Numbers, Hospital Route Plan, First Aid Notice, Fire Evacuation Procedure and Environmental Emergency Procedure.

NOTE: Should mobile telephones be the primary means of contacting emergency services then integrity of the signal must be proven to be robust in all the work site locations.

3 ARRANGEMENTS FOR CONTROLLING SIGNIFICANT SITE RISKS

As part of the initial project review a 'Project Risk Assessment'has been undertaken. The purpose of the assessment is to identify the significant risks associated with the project and specify the broad controls to be used to manage the risks. The assessment is reviewed at least monthly by the Site Manager. A copy of the 'Project Risk Assessment' can be found at Appendix 12.

Specific risk assessments will be produced throughout the project for various activities, situations etc and aligned with specific Method Statements. These will be supplemented by specific company safe working procedures where these are applicable to the relevant project activities.

3.1 Site Access/Egress for Vehicles and Plant (including Risks to Public)

Access to the site is from a road sufficiently wide to accommodate reasonably large vehicles. The entrance to the site is on Barrowfield Road. Care must be taken not to obstruct or obscure access to any entrances during deliveries or by any off-site parking.

The roads and footways around the site must be maintained in a clean and safe condition for the duration of the works. Protection of the public's safety is essential. Care must be taken at access and egress points from the public highway to minimise the risk of road traffic incidents involving vehicles or pedestrians. Parking in/on unauthorised places such as verges is prohibited.

Deliveries are restricted to 9.00am till 2.30pm as there is a nearby school and out of these times are busy with children moving to and from school.

3.2 Utilities and Services – Overhead and Buried

Work under ground near services shall be conducted in accordance with the HSE Guidance Note 'Avoid danger from underground services' – HS(G)-47. A specific safe system of work will be documented within this plan or a relevant method statement.

A specific safe system of work will be documented within this plan or a relevant method statement. A full survey will be carried out by Britcon (UK) Ltd before works commence.

3.3 Adjacent Land Uses

The site comprises an undeveloped rough grassed plot to the west of Thurnscoe centre and to the north of Goldthorpe Centre. To the north of the site there some light commercial property and thereafter – low-density residential property. The western boundary of the site is adjacent to the access road (The Windings) that has an animal medical centre on the other side of the road. The southern boundary is mainly held by light industry (warehouse). There is an area of woodland beyond the light industry property to the south that is situated on an old Colliery site. Directly to the eastern boundary of the site is situated medium industry (Green Park biofuel) power station.

3.4 Structural Stability – Existing and Temporary Structures

Britcon (UK) Ltd. shall provide all necessary temporary structures, screens, lighting, guard rails, barriers, protective sheeting, fencing, sheet piles and warning signs etc. to ensure the safety and protection of personnel and the works.

The location of such measures shall not affect the visibility of speed restriction boards etc. or access to places of safety; and will not be erected without the prior consent of the client's representative and consideration for the safety of roads, waterways and railway infrastructure.

Fixed temporary lighting will be installed in accordance with the IEE Regulations and other relevant legislation, completion certificates and periodic inspection records will be retained on site.

Visible warning lights will be fixed to all hoardings erected on roads or pavements which shall be illuminated throughout the hours of darkness and during poor visibility.

Temporary works designs shall be produced and proven prior to any installation, such as sheet piles and cofferdams during the project. Prior to commencing installation, Britcon shall ensure that a relevant specific method statement and risk assessment is prepared, reviewed and approved. Once installed, all temporary works structures shall be inspected by a competent person as per the outcome of the design requirements (frequency).

The Site Manager shall monitor compliance via the safety inspection process as appropriate.
The deep excavation for the propane tank will require a temporary works design. This will be coordinated by Matthew Kingston (Temporary Works Co-coordinator).

3.5 Preventing Falls

Britcon will ensure that all work at heights is planned and carried out in accordance with The Working at Height Regulations 2005. A safe system of work will be developed and documented within a method statement before such work begins.

Scaffolding erected for working at height shall be designed and erected by competent personnel, in accordance with BS5973, BS5974 and BS2482, with all necessary statutory inspections completed before initial use and thereafter, once every seven days. Warning notices shall be

used to identify any scaffolding which is unsafe to use.

Ladders used on the site shall be constructed in accordance with BS1129 (Timber) Industrial Grade or BS2037 (Aluminium)

All ladders, trestles and staging's and other protective measures employed for working at height will be inspected on a weekly basis by the Site Agent or nominated deputy.

All scaffolds will be designed, constructed, used and dismantled in accordance with relevant British Standards and HSE guidance. All scaffolds will be designed and certificated by a competent person before being used for the first time.

All persons who erect, dismantle or inspect scaffolds shall be competent and certificated by the CITB to a minimum basic standard (or equivalent). Supervisors of such work shall be certificated to advanced level.

Scaffolds with mixed tubes of steel and aluminium, or stitch welded aluminium tubes, are not permitted and the minimum thickness of scaffold tubes shall be 4mm.

Tower scaffolds will be erected by a competent Pasma trained operative. The scaffold will also be secured against the effect of wind (including turbulence from trains) at all times and wheeled tower scaffolds shall have, in addition to brakes on the wheels, arrangements to prevent any unplanned movement of the scaffold. When used in the vicinity of live electrical equipment the requirement for earthing shall be considered and implemented as necessary.

The minimum horizontal and vertical clearances of scaffold to enable pedestrian movement shall be 3m horizontally and 2.5m vertically unless alternative dimensions are identified by the client. Scaffolding in operational areas shall have the first 2m from the ground marked to increase visibility.

Where any scaffold spans an area where persons may pass, the scaffold must be constructed to ensure that no objects, materials or liquids (except rain water) can pass through to the area below.

3.6 Work with or Near Fragile Materials

Roof lights will require protecting from falls from height when work on the roof area is required to be near installed lights.

3.7 Control of Lifting Operations

All lifting equipment (cranes, hoists, lift trucks, loadalls etc.) and lifting accessories (chains, ropes, slings, eyebolts etc.) will meet the requirements of the Lifting Operations and Lifting Equipment Regulations 1998. Current examination/test certificates for all cranes, lifting equipment and lifting accessories will be available on site and checked before any lifting operation is undertaken. Competencies of crane/lifting equipment operators will be confirmed before any lifting operation is undertaken.

3.8 Maintenance of Plant and Equipment

All plant and equipment used on site will be in a serviceable condition and suitable for the work being carried out. Plant and equipment will be supplied with relevant inspection/servicing certificates, which will be checked and kept in the site file. Weekly visual inspections of plant, power tools and lifting equipment will be carried out by the Site Manager or a nominated deputy. Records will be maintained on site to comply with the Provision and Use of Work Equipment Regulations 1998 (PUWER). Drip trays, plant nappies and fire extinguishers will be used when refuelling operations are underway.

3.9 Work on Excavations or Areas with Poor Ground Conditions

Boreholes have detected that the land is of a made up variety up to 1 metre below ground level. The site teams need to aware of this and shoring is required where excavation are deemed as a risk.

3.10 Work on Wells, Underground Earthworks or Tunnels

The Client has to accurately locate and permanently identify all capped shafts within the area of working. The discovery of previously unrecorded mine entries are to be immediately notified to the Engineer and all works within 10m of the newly discovered shaft(s) are to be suspended until the ground stability has been adequately assessed.

3.11 Work on or near Water

Not applicable to this project

3.12 Work involving Diving

Not applicable to this project

3.13 Work in a Caisson or Compressed Air Environment

Not applicable to this project

3.14 Work involving Explosives

Not applicable to this project

3.15 Traffic Routes and Segregation of Vehicles and Pedestrians

Traffic routes within the construction site will be organised in such a way that, so far as is reasonably practicable, pedestrians and vehicles can move safely and without risks to health.

Every traffic route will be suitable for the persons or vehicles using it, ensuring there is sufficient separation between vehicles and pedestrians to ensure safety or, where this is not reasonably practicable there are provided other means for the protection of pedestrians.

Every traffic route will be indicated by suitable traffic signs, road marking and lighting (where necessary), regularly checked and properly maintained.

No vehicle will be driven on a traffic route unless, so far as is reasonably practicable, the traffic

route is free from obstructions and provides sufficient clearance from structures, other vehicles and people. A banksman will always be used when plant is reversing.

Britcon will ensure all vehicle movements which cross footways to enter or exit the site are supervised by a banksman. Highways and footways will be kept clear of mud and debris, as necessary.

3.16 Storage of Materials (including Hazardous Materials) and Work Equipment

Materials, where practical, shall be delivered on a 'Just in Time' principle to minimise site storage areas and potential hazards. Other control to be adopted shall include effective storing, clearly marked storage areas and checking storage areas to ensure good housekeeping is maintained (by daily inspections).

The storage of Highly Flammable and Flammable substances, including gas cylinders, shall be strictly controlled to control risk of fire and explosion. Adequate ventilation will be provided and the materials shall only be used in accordance with HSE and industry codes of practice.

The storage, handling and use of hazardous and dangerous substances will be assessed and appropriate control measures identified within either the Site Set-Up or activity specific method statement and risk assessment. This assessment shall identify the hazards arising from specific storage of any particular dangerous substance to be used and determine measures that will avoid or minimise the potential risk of a spillage or release to minimise the risk of a fire or explosion occurring at the storage location. HSE document 'L135 – Storage of Dangerous Substances' shall be utilised.

All hazardous liquids shall be stored in a standard site flam-vault inclusive of containment area to ensure any spills are controlled, impact from operations is minimised and isolation from potential sources of ignition. Suitable training and supervision of site operatives shall be provided

Relevant COSHH assessments (in line with HSG 193 – COSHH Essentials) shall be available to ensure adequate identification, hazards, exposure limits and control measures are in place prior to being used by personnel. This includes user PPE requirements and additional MSDS sheets from suppliers for unique product information. ALL hazardous materials shall be labelled correctly as per current requirements.

All work equipment shall be stored tidily in secured containers to prevent unauthorised use, where practicable and when not in use, to ensure site is kept free of hazards with spill kits and fire extinguishers.
Equipment and materials shall be kept clear of access ways. Electrical cables, hoses etc. will be routed to avoid tripping hazards and potential damage from vehicles, persons, plant or equipment. Where cables or hoses need to cross access ways they will be suitably boarded over or protected to eliminate tripping hazards.

Allocated storage and lay-down areas shall be maintained, kept free of waste and barricaded adequately at all times.

3.17 Work On or Adjacent to Highways or Railway Infrastructure

Work affecting highways will be subject to New Roads and Streetworks Chapter 8 advance

notification and signage.

3.18 Other Significant Safety Risks

3.19 Asbestos

A Site investigation survey has been undertaken and no raised levels of contaminants detected, and no asbestos fibres were present.

In the event of any suspect material not afore controlled being disturbed or uncovered, all operations must cease and site management immediately informed.

Remediation will only be undertaken by trained and competent personnel and disposed of in the prescribed manner in the case of non-notifiable ACM.

Where the ACM is of a notifiable content then only a licensed asbestos removal contractor will be allowed to remediate in a controlled manner ensuring all the necessary procedural notification (ASB5) and final clearance and re-occupation certificates are issued.

3.20 Lead Coated Materials

Not applicable to this project

3.21 Contaminated Land

Land not contaminated as per site instruction

3.22 Manual Handling

In order to comply with the requirements of the Manual Handling Operations Regulations, Britcon will implement the following measures during activities:

- Avoid, so far as is reasonably practicable, manual handling operations, which involve the risk of employees being injured.
- Provide mechanical means of handling wherever possible to reduce the overall levels of manual handling.
- Carry out suitable and sufficient risk assessment of hazardous manual handling operations that cannot be avoided.
- Reduce the risk of injury to lowest level reasonably practicable.
- Consult, inform and train employees in manual handling operations.

3.23 Use Of Hazardous Substances (including Health Monitoring)

COSHH assessments will be provided for all materials with a potential risk to health. All materials should be familiar to common construction activities.

3.24 Noise

The company's risk assessment procedure will be used to identify activities which involve a risk from exposure to noise or vibration. Suitable and sufficient control measures will be summarised in the Risk Assessment and/or the activity specific method statement.

In order to comply with The Noise at Work Regulations, Britcon will undertake to reduce to the lowest level as is reasonably practicable, the risk to Health and Safety from noise at work by implementing the following measures:-

- Procuring machinery and equipment, where reasonably practicable, that has been designed or has had equipment fitted to reduce noise to an acceptable level.
- Carry out noise assessments (recorded) where employees are likely to be exposed to noise above the action levels currently set at 80 dB(A) and 85 dB(A).
- Clearly define and signpost zones where hearing protection is required.
- Reduce and control noise at levels above 85dB (A)
- Provide well maintained hearing protection as a secondary measure.
- Provide employees with adequate information, instruction and training, including their participation and consultation.

3.25 Vibration

The Vibration at Work Regulations apply to all Britcon activities which give rise to risk to persons Health and Safety arising from exposure to vibration at work.

In order to comply with these regulations Britcon will implement the following measures during the works:

- Make a suitable and sufficient assessment of the risk created by such work to identify the measures that need to be taken to meet the requirements of the Regulations.
- Ensure that risk from exposure to vibration is either eliminated at source or, where this is not reasonably practicable, reduced to as low a level as is reasonably practicable.
- Ensure that employees are not exposed to vibration above exposure limit values.
- If the risk assessment indicates that there is a risk to the health of employees who are, or are liable to be, exposed to vibration, the Company will ensure that such employees are placed under suitable health surveillance.
- Provision of adequate information, instruction and training to employees regarding the risks associated with the activity and the correct procedures to be followed.

3.26 Work With Ionising Radiation

Not applicable to this project

3.27 Exposure To UV Radiation (From The Sun)

Britcon shall monitor workers exposed to UV radiation during the works. Specific assessment shall be carried out prior to activities and the following personal protective equipment will be utilised where applicable to the situation:

- UV-blocking safety eyewear (goggles, spectacles, face shields, welding shields, etc.) with side-shields where applicable,

- long-sleeved, closely-woven clothing that covers as much of the body as practicable, and
- sun-screen with a sun-protection factor (SPF) of 15 or higher and effective against UV-A and UV-B on all exposed skin.

3.28 Other Significant Health Risks.

Please see risk assessments

4 HEALTH & SAFETY FILE

4.1 Purpose

The Health and Safety File is required to alert those carrying out future construction works to the risks and allow them to decide how to work safely.

4.2 Layout, Format and Storage

The Health and Safety File layout and format will be agreed with the client/Principle Designer with the first weeks of the construction phase and an internal programme will be agreed for the production and preparation of the relevant material.

Britcon will supply the completed Health and Safety File to the client/Principle Designer in a timely manner after the practical completion of the relevant works.

5.0 ENVIRONMENT

5.1 Environmental Policy

This Construction Phase Plan has been formulated to ensure environmental risks associated with this project are adequately managed.

Britcon's Environmental Policy Statement is reviewed annually by the Executive Management team and signed by the Managing Director. A copy is included within Appendix 2. The policy statement will be displayed on site notice boards and communicated to employees and sub-contractors through the weekly toolbox talks.

An environmental aspects and impacts assessment has been completed for the project. A number of significant environmental impacts have been identified. Targets and responsibilities are stated for the significant impacts. The overall environmental objectives for the project are stated.

The client pre-tender information identified relevant environmental information, which has been taken into consideration during the development of this management plan.

5.2 Register of Significant Environmental Aspects and Impacts

The Register of Significant Environmental Aspects and Impacts is shown in Appendix 13 of this plan.

5.3 Legislation, Regulations and Other Requirements

Britcon (UK) Ltd. will carry out the contract in compliance with all applicable UK legislation. A list of relevant legislation and standards is shown within Appendix 3 of this document.

Britcon (UK) Ltd. accepts that any procedures contained within this Plan do not prejudice any statutory requirements and guidelines that may be in force at any time during the project period.

5.4 Environmental Objectives and Targets

Specific objectives and targets for this project are identified within Appendix 6. These are based upon the significant environmental impacts identified within Appendix 13 of this document.

5.5 Environment Management Plan

This Environmental Management Plan shall be reviewed by site management every month, to ensure the contents remain valid. The findings of each review will be reported at the progress meetings.

5.6 Implementation Schedule

The project Implementation Schedule is shown in Appendix 14.

5.7 Structure and Responsibility

The Person with overall responsibility for compliance with this Environmental Management Plan and associated standards/legislation is the Site Manager.

The project organisation chart and responsibilities are shown in Appendix 5.

5.8 Training, Awareness and Competence

Britcon (UK) Ltd. employees receive environmental awareness training as part of the company's core training matrix. In addition, site personnel receive training in site procedures for preventing and controlling environmental hazards and emergency response.

Site employees and sub-contractors receive site specific information during the Induction Briefing, which is reinforced at regular intervals during the weekly toolbox talk programme.

No person will be allowed to work on site until they have been fully briefed.

5.9 Internal Communication

The Company's Environmental Policy Statement will be displayed on site notice boards and communicated to employees and sub-contractors through the weekly toolbox talks.

The construction phase health and safety plan contains a schedule for regular progress meetings between the client's representative and Britcon site personnel. These meetings will be used to communicate and discuss environmental issues associated with the project.

In addition, incidents and other environmental issues will be brought to the attention of the client's representative within 24 hours of the company becoming aware.

5.10 External Communication

The arrangements agreed with the client's representative for consultation with the public is shown within the Implementation Schedule (Appendix 14) and specific management plans for noise and vibration; and traffic

In addition, the company provide written notification to all parties affected by particular environmental impacts at least 14 days in advance of the work and provide details on how to report an environmental complaint to Britcon (UK) Ltd.

5.11 Environmental Management System Documentation

All environmental procedures and relevant documentation is shown below.



EMS Manual:

1.0 ENVIRONMENTAL POLICY STATEMENT
2.0 INTRODUCTION AND SCOPE
3.0 DEFINITIONS
4.0 GENERAL REQUIREMENTS
5.0 PLANNING
5.1 Environmental Aspects
5.2 Legal and Other Requirements

5.3 Objectives and Targets
6.0 IMPLEMENTATION AND OPERATION
6.1 Structure and Responsibility
6.2 Training, Awareness and Competence
6.3 Communication
6.4 Documentation
6.5 Document Control
6.6 Operational Control
6.7 Emergency Preparedness
7.0 CHECKING AND CORRECTIVE ACTION
7.1 Monitoring and Measurement
7.2 Non-Conformance and Corrective and Preventive Action
7.3 Records
7.4 Environmental Management System Audit
8.0 MANAGEMENT REVIEW

5.12 Operational Control

Adequate controls for the aspects of operation are highlighted in the Register of Significant Environmental Aspects and Impacts (Appendix 13) and Implementation Schedule (Appendix 14).

5.13 Emergency Preparedness and Response

The project Pollution Incident Control Plan (Environmental Emergency Plan) is shown in Appendix 11.

5.14 Monitoring and Measurement

Britcon (UK) Ltd. site personnel shall conduct a formal safety & environmental inspection on a weekly basis. In addition, the Contracts Manager will conduct an inspection every month. A member of the company H&S Manager will visit site and conduct an audit weekly.

5.15 Non-Compliance, Corrective and Preventive Action

The company's documented procedures for dealing with and closing out non-compliances will be used by site management to identify corrective and preventive action and monitor progress until completion of the agreed actions.

5.16 Records

Records of environmental risks, incidents and information on environmental control measures will be kept in the site filing system and will form part of the Handback Package in the Health and Safety File.

The following Britcon procedures will be followed;

- Document Control
- Quality Records
- Associated work instructions and forms.

5.17 Waste and Energy Management Plan

N/A for this project – however Britcon will follow its waste reduction and carbon tracking procedures as normal.

5.18 Waste Minimisation

The company will carry out the works in such a way that, so far as is practicable, the amount of spoil and waste to be disposed of is minimised. Any opportunities to minimise waste will be identified in the Waste and Energy Management Plan.

6 MANAGING SIGNIFICANT ENVIRONMENTAL ASPECTS

Britcon (UK) Ltd. will employ the 'Best Practicable Means' to eliminate or minimise the environmental impact of the aspects identified within this plan.

The environmental aspects are recorded in Appendix 13. The environmental issues recorded in this table take legislation, contractual requirements and environmental objectives into account.

Measures to mitigate all Environmental Impacts are specified within the Aspect/Impacts Register. In specific cases where management action is required before a particular activity can commence an Implementation Plan has been drawn up (Appendix 14) to identify who is specifically responsible for completing that action before work progresses beyond that stage.

6.1 Permissions and Consents

All permissions and consents have been identified and will be maintained in a schedule agreed with the Client identifying responsibilities for obtaining these permissions and consents.

The programme for permissions and consents is shown in Appendix 16.

Those identified in the programme for obtaining permissions and consents must secure all environmental consents and permits and consult/liaise with all bodies considered necessary in relation to environmental issues. No agreement should be made or commitment entered into without the prior approval of the Britcon Site Manager.

6.2 Environmental Design Management

Where Britcon are involved in the design of any element of the project, the company will assess the environmental aspects and impacts (positive and negative) of the detailed design, which may include material changes to the existing environment, the use of energy and natural resources, the emission of pollutants, the creation of nuisance and the elimination of waste.

As significant environmental aspects and impacts are identified, the designer will establish environmental design aims that:

- prevent, reduce or where possible remedy any significant negative impacts that might present a risk to the project and programme of works

- achieve best practicable environmental performance through innovative design.

These environmental design aims and the measures that are proposed to achieve them will be reported within the final design specification. On completion of the detailed design stage, the designer will produce a revised register of significant environmental aspects and impacts for use during implementation of the design. Where environmental risks and impacts are reduced through the design process, the register of significant environmental aspects and impacts, will be updated accordingly.

The Britcon arrangements for dealing with design are detailed in the fully developed design control procedures within the quality management system.

During the design process, the Britcon Design Co-ordinator, in liaison with the design teams, has endeavoured to "design out" hazards of construction, maintenance and cleaning of the structure, or where this is not possible, to minimise the risks of such hazards, as is required by Regulation 7 and 11 of the CDM Regulations.

Where it has not been practicable to remove a hazard completely, there will be a residual risk. Designers' Risk Assessments/Risk Log shall be updated, as required, throughout the design and construction process and communicated with the Principle Designer as required.

The responsibility of the Design Co-ordinator is to ensure:

- Designers have sufficient information to undertake design.
- Design Output is produced on programme.
- Technical Queries are resolved in a timely manner.
- Multi-Disciplined Design has Inter Disciplinary Checks undertaken.
- Documented Design Review Meetings are held at appropriate interval and minutes distributed.
- Checking Process, as required by the contract is undertaken.
- Design and Check Certificates are produced which reference applicable standards.
- Design documentation and drawings are issued in a controlled manner.
- Design is developed to eliminate or mitigate risks i.e. Design Risk Assessments undertaken and reviewed regularly at the Design Review Meetings.

6.3 Traffic Management Plan

The Traffic Management Plan is shown in Appendix 17.

6.4 Noise and Vibration Management Plan

The Noise and Vibration Management Plan is shown in Appendix 18.

6.5 Complaints and Help line

The Site Manager will be available to receive any calls regarding the works and the site telephone will be displayed to allow local residents and businesses to make contact should they have an issue.

These details will also be made available to the general public and other interested parties at meetings, letter drops etc.
Complaints will be recorded and dealt with in accordance with the company's Complaints procedure to ensure the issue is investigated and resolved.

6.6 Dust

The Company will take all reasonably practicable measures to avoid nuisance dust arising from operations carried out on the site. Measures will include the damping down of site roads to reduce dust, containment of dusty products stored on site, and the use of local exhaust ventilation systems as necessary.
During cutting operations that generate silica dust, damping down and wearing Face fitted FFP3 masks will be carried out.

6.7 Air Pollution

The Company will take all reasonably practicable measures to prevent the occurrence of smoke emissions or fumes from plant, construction traffic, stored fuel oils and other substances.

All plant will be kept in good repair, conform with the manufacturers or legislative emissions standards and will not be left running when not in use.

6.8 Interference with Drains, Springs and Watercourses

All drains, springs and watercourses encountered through the construction process will be preserved so as to prevent the reduction in their original flow. All connections to mains, drains, pipes, watercourses or other utilities will only be carried out after gaining the correct approval.

6.9 Hydrology and Aquatic Resources

The Company will take all reasonable steps to avoid lowering the existing water quality of surface or groundwater and comply with any environmental standards such as aquifer protection zones, river water quality objectives and water quality standards. The use of herbicides will be subject to any restrictions in force, and records will be maintained of all applications made.

The storage of hazardous substances including oils will include the provision of properly bunded areas so that in the event of a spillage or leakage no oil or other contaminant will be allowed to reach water courses or groundwater, including aquifers.

6.10 Archaeology

In the event that potential archaeological remains are discovered, the Company will stop working and seek advice from a known authority to determine the nature of the remains. The site will be protected during this process, and work will only continue after agreement has been reached with all concerned parties on the most suitable method.

6.11 Built Heritage

Where work is carried out on listed buildings and/or structures and conservation areas the

Company will ensure that the impact is minimised wherever possible. Should consents be required they will be obtained prior to any work commencing.

6.12 Ecology

The Company will comply with the relevant statutory provisions in respect of the protection of areas of nature conservation interest and of protected species and will as far as is reasonably practicable control and limit any disturbance to such areas.

Where species are protected by specific legislation, the Company will adopt the approved guidance. At no time will the Company knowingly allow the growth in the wild of species specified within schedule 9 of the Wildlife and Countryside Act 1991.

There is a confirmed Dunnock nest site at the south east corner of the site – vegetation to remain in place until nest confirmed as inactive

6.13 Landscape and Visual

The company will carry out its operations in such a manner to reduce, so far as is reasonably practicable, the disturbance to the landscape and townscape and the agreed restoration measures will be carried out in a timely manner.

6.14 Boundaries

Where the site is not naturally protected by existing retaining walls, parapets or other barriers the Company will provide temporary fencing and/or hoarding to maintain public safety, prevent visual intrusion and, where necessary, provide noise reduction barriers.

6.15 Lighting

Lighting which is to be used for security and safety will be maintained in such a state to prevent unnecessary interference with local residents, road traffic, rail traffic, or other warning or navigational lights.

The particular lighting arrangements for any particular activity are identified, assessed and documented within method statements.

6.16 Method Statement

Method Statements are produced for all work activities. The agreed format and content of work packages complies with the requirements of contractual safety guidelines/applicable standards and 'Contract Requirements – Environment'.