

E.J. LIDSTER

CDM Procedures

Construction Phase Plan For –

1-37 Beevor Street Demolition
Goldthorpe

CONTENTS LIST

1	PROJECT OVERVIEW.....	3
2	INTRODUCTION	4
3	EXISTING ENVIRONMENT	5
4	DESIGN AND PRE-TENDER INFORMATION	6
5	PRINCIPAL CONTRACTOR'S AND CONTRACTORS ORGANISATIONS	8
6	SITE ORGANISATION & WELFARE	10
6	SITE SAFETY RULES.....	12
7	ACCIDENT REPORTING	13
8	HEALTH AND SAFETY TRAINING, MONITORING AND FEEDBACK.	14
9	COMPETENCE RECORDS	15
10	RECORD OF SITE SAFETY MEETINGS	16
11	RISK ASSESSMENTS & METHOD STATEMENTS.....	17
12	SHARED EQUIPMENT & EQUIPMENT RECORDS	18
13	CONTRACT COMPLETION / H&S FILE.	19

1 PROJECT OVERVIEW

Contract	Demolition and Clearance of 19 Properties	
Contract Unique Reference Number	Beevor street demolition 07-17-18-1-1343	
Client Name	N.P.S BARNESLEY LTD	
CDM Co-ordinator	Anthony Lidster	
Designer	n/a	
Principal Contractor Co-ordinator	E J Lidster sales Ltd	
Main Contractor	E J Lidster sales Ltd	
Location of Work	1-37 Beevor Street, Goldthorpe	
Timescale	12 weeks	
Copy No	1	
Dated	9/4/2018	
Copied To	Daniel Nightingale- NPS	
	Sara Scholes – Berneslai Homes	
Plan Prepared By:	Print Name: Anthony Lidster	Signature:
Authorised and Checked By:	Print Name:	Signature:

Description of the Project –

Demolition and Clearance of 19 Properties. No 1-39 Beevor Street Goldthorpe

2 INTRODUCTION

Health and Safety Plan

The Construction (Design and Management) Regulations 2015 (CDM) place duties upon clients, designers and contractors. These duties include ensuring Health & Safety is taken into account and managed effectively throughout all stages of a construction project, including providing adequate resources for the purpose of carrying out duties under the CDM Regulations

This Safety Plan describes the specific arrangements and duties related to Health & Safety for this project. Input to the Safety Plan shall be for the life of the project, and includes;

- A description of the project.
- Measures for communication and management of work.
- Arrangements for controlling significant risk.
- Monitoring procedures both pro-active and reactive.

Displayed Information

E J Lidster shall display the following information on a notice board within the site office;

- F10 (rev) if applicable
- Copy of their Employers Liability Insurance
- The H&S Law Poster
- Details of First Aiders and the location of the First Aid Kit
- Emergency telephone numbers:
 - Fire
 - Nearest Hospital providing A&E Cover
- Site plan showing the location of Fire Points, Escape Routes, Fire Exits and Assembly Points

Health & Safety Plan - Development, Maintenance and Communication

Health and Safety Communication within the Contract must be on a regular basis, involving E J Lidster and any relevant third party on site.

This Health & Safety Plan shall continue to evolve to provide a focus for co-ordination of health and safety as the work progresses.

The Safety Plan must be maintained and updated as required, and include regular 'feed back' from topics raised at meetings etc

3 EXISTING ENVIRONMENT

Surrounding Land Uses

Consideration will be taken prior to commencement of the contract with regard to the existing usage of neighbouring properties and whether the works are likely to cause nuisance to any party.

Residential area.

Existing Services

The following lists the existing known services however investigations will need to be carried out and the exact location verified (with cable detection equipment and hand excavation for example) before commencing work on or near any service.

Isolation of any site service is strictly governed by the Establishment Permit to Work System and will require authority and pre-planning to reduce effect to end users etc. See controlling procedures for the issue of Statements of Service Location and Permits etc at section 7.

Temporary supplies as necessary are to be installed to allow work to commence/progress on any planned shut down sequence.

Known services within the area are for example - Power, Water and Sewerage, Telecomm and Gas.

Site Access/Security

Work on site outside 0830-1730hrs Mon-Fri / 830-1230 sat . Lone working not permitted.

Waste

The removal of waste will be controlled. Roll on off skips will be provided. Waste will be removed by a registered waste carrier and waste transfer notes obtained.

Existing Structures

Working in live operational areas requires strict adherence to Company Safety Policies, the Site Specific Safety Rules issued by E J Lidster and current Statutory Regulations.

In the event of any new discovery of Asbestos work will cease, access denied until permission is given by E J Lidster to continue work in that area.

Only registered and licensed (HSE Approved) contractors shall be permitted to remove/handle asbestos on site. (Control of Asbestos Regulations 2006) Exceptions may apply.

Ground Conditions

Observation of any ground contamination shall be immediately brought to the attention of the Site Manager.

4 DESIGN AND PRE-TENDER INFORMATION

Client / Third Party Considerations

As a requirement of the contract conditions and other constraints the following matters must be actioned:

- Awareness of environmental issues - ground contamination, litter, etc.
- Respect for third party plant and equipment.
- Parking of vehicles/plant throughout the contract and awareness of private vehicles.
- Common courtesy and avoidance of excessive noise levels in vicinity of the residential area.

Project Documentation

The main contractual records and documentation shall be retained at site office; with the appropriate contract 'paperwork' required for site operation and installation work held in a safe and secure location on the Establishment for the contract duration.

These may include any Works Instruction documents issued showing where applicable:

- Safety implications that could affect the work
- Specialist contractors required
- Notice of an Authorised Person / Permit requirement
- Company Quality Assurance adherence

Note: Safety Documentation for the project in general takes the form of:

- Safety guidance set out in the Safety Plan.
- Company Health Safety and Welfare Procedures.
- Tool Box Talks and site training, and Site Safety Inspections.
- Health and Safety Questionnaires.
- Minutes of regular Site Safety Meetings etc.

Engineering Requirements take the form of, but are not limited to:

- The Health and Safety at Work Act 1974,
- Compliance with 16th Edition IEE Regulations,
- COSHH Regulations,
- Relevant British Standards / Standard Codes of Practice,
- Building Regulations,
- The Electricity at Work Regulations,
- The Management of Health and Safety at Work Regs, PPE, Work Equipment etc.
- The Gas Safety (Installation and Use) Regulations,
- The Health and Safety (Safety Signs and Signals) Regulations,
- The Construction (Health, Safety and Welfare) Regulations,

And any additional requirements as Safety Legislation dictate.

Design and Design Changes

In accordance with the Construction (Design and Management) Regulations 2015, Safety Assessments have to be carried out to identify significant hazards resulting from assumed work sequences or materials specified.

Should alternative routines or materials be identified other than as specified, they shall only be utilised if prior written approval has been sought and received from E J Lidster.

However, any safety issues or concerns resulting from 'routine operations' will be brought to the attention of E J Lidster immediately the latter may require E J Lidster to conduct detailed investigations and issue reports as necessary.

E J Lidster shall ensure that records of all design changes are recorded in this Construction Phase Plan.

5 PRINCIPAL CONTRACTOR'S AND CONTRACTORS ORGANISATIONS

Managing the Contract

It is the Policy of E J Lidster to adopt a positive, co-operative approach to Health and Safety and to provide and maintain a safe system of work and safe environment.

Effective 'Safety Management' shall be planned and provided for during every phase of this project to meet the objective of completion dates, whilst observing absolute compliance with all appropriate Health and Safety Legislation and Codes of Practice.

Management of the contract will require Health and Safety Meetings to be held between the relevant members of this project team on a regular basis. Additional meetings may be held as required during the Contract to discuss, for example: -

- Time management (programme),
- Resource management,
- Information flow, and Design,
- Adherence to Quality Assurance Systems.
- Communications with third parties.

Full access to documentation shall remain for any required inspection or monitoring by Mawrest Construction.

Project Team and Organisation Chart

Client	NPS Barnsley Ltd
Client Representative	Daniel Nightingale
Contract CDM Co-ordinator	Anthony Lidster
Principal Contractor	E J Lidster sales
Contract Manager	H J Lidster
Contract Engineers	n/a
Contract Safety / QA Advisor	T Broadhead / A J Lidster
Lead Site Operative	G Clarke / Simon Mann
Site Operatives	Simon Mann , Shayne Bateman , Damion Candido, Garry Clarke
Clerical Support	Charlotte Lidster
Contract Sub Contractor	E4 environmental -Asbestos removal

Responsibilities

E J Lidster shall be responsible to the CLIENT for the provision of the Works and shall ensure the following:

- Develop and implement the Construction Phase Health and Safety Plan.
- Being reasonably satisfied that Contractors working for E J Lidster on site are competent and have made adequate provision for Health and Safety.
- Obtain and check Safety Method Statements from Contractors.
- Ensure co-ordination and co-operation between Specialist Sub-Contractors on site.
- Ensure training for Health and Safety is/has been carried out as required.
- Have appropriate communication arrangements between contractors on site for H & S.
- Make arrangements for discussing Health and Safety matters with people on site.
- Allow only authorised people onto site (under control of E J Lidster).
- Notification details are displayed.
- Monitor Health and Safety performance.
- Pass information to the CDM Co-ordinator for inclusion in the Health and Safety File.

Complementing the above, E J Lidster shall:

- Provide Supervision on site where necessary,
- Carry out Safety Inspections on regular basis with recorded results,
- Maintain up to date accident records on site,
- Ensure Safety Toolbox Talks are delivered to those on site,
- Ensure Safety Method Statements are produced and amended as required,
- Observe records of inspections of any mandatory records i.e. lifting appliances/pressure vessels,
- Observe records of inspections of excavations/scaffolding etc,
- Ensure up to date Plant Operator and Plant Registers are held on site,
- Provide and monitor Welfare provisions as required,
- Ensure that appropriate COSHH Assessments for the works are produced and followed,
- Ensure that valid Risk Assessments for the works are produced and followed.

Contractor Pre-Selection

E J Lidster must ensure that all sub-contractors they bring onto site are appropriately pre-qualified and that suitable and sufficient checks are made on their competence and resources as well as any necessary insurance cover required.

Brief details of all sub-contractors used must be provided to E J Lidster and included in the Construction Phase Plan.

6 SITE ORGANISATION & WELFARE

Site Rules

The following rules will apply on site:

1. All operatives will attend a brief site induction conducted by the site manager or designated deputy
2. Each operative will provide E J Lidster with relevant "Proof of Competence and training" certificates before work commences
3. Contractors bringing any plant, machinery or electrical tools on site will provide relevant testing certificates for each item of equipment
4. All sites are designated "Safety Footwear Sites" and therefore all operatives will wear safety shoes at all times
5. All operatives will wear/use any items of PPE required by the site rules as indicated as a result of an assessment
6. All operatives will observe site signage
7. No Smoking, eating or drinking anywhere within the vicinity of the work area
8. No Operative is allowed entry to unauthorised work areas.

Operatives to be given clear instructions as to the procedures for handling visitors/strangers

Control of Access

E J Lidster will erect temporary heras type fencing to the frontage of houses, there is a partial road closure in the process of being processed after our site meeting with Dave lacy of B.M.B.C. Rear of houses is fenced with suitable palisade fencing .

1. Protect members of the public and/or staff
2. Fully enclose the work area

E J Lidster will ensure that operatives and third parties do not climb, damage or alter it in any way. Any damage will be repaired as soon as practically possible. Access points built into such temporary hoarding will remain closed at all times. G Clarke will issue clear instructions to all operatives during the brief site induction the action they will take to ensure the safety of visitors/strangers. All visitors will be accompanied by a supervisor employed by E J Lidster. All personnel must book in and out of site.

Site Welfare

E J Lidster will have the use of no 18 beavor street directly opposite the site.

1. Table chairs for dining purpose.
2. Running water toilet / sink.
3. Electrical heater, lighting
4. Kept clean and provided with lighting

When making use of these facilities, E J Lidster is responsible for the removal of any waste material generated by themselves and their sub-contractors.

Location of Loading / Unloading

Movement of general material on site will be considered in manual handling assessments. Heavy or awkward materials will be moved as close to the point of use as possible using mechanical means. Similarly, delivery of materials will be positioned as close to the point of use.

Storage Areas

E J Lidster will establish a storage area for materials within the fenced area. Storage of all materials will be confined to this area.

All storage areas shall be maintained in a safe and tidy condition facilitating for safe access and egress for delivery vehicles and employees.

Normal Working Hours

Work on site outside 0830-1730hrs Mon- Fri 830-1230 sat. Lone working not permitted.

Access outside these hours shall not be permitted without first having obtained written authorisation from E J Lidster.

First Aid

E J Lidster is to ensure that there are suitable and sufficient first aid provision for all contractors and details of those trained to provide first aid assistance is known to all persons on site. Details of the names of first aid personnel and the location of first aid kits is to be shown on the site plan and displayed on the site notice board.

6 SITE SAFETY RULES

Application of Site Safety Rules

E J Lidster shall ensure that the site safety rules are received by all contractors on site and shall secure evidence of compliance with those rules through formal and informal site inspections/visits.

A copy of the Specific Site Safety Rules issued by the following is included in this section of the plan:

- The Client
- E J Lidster
- Others

All Contractors shall receive initial Site Induction training prior to starting on site by Garry Clarke / Simon Mann. A record of all induction training is to be inserted into this section of the Plan and retained for the duration of the construction phase of the contract.

All shall comply fully with the above requirements, including behaving in a respectful manner - any non-compliance to the above shall result in disciplinary action and possible removal from site.

Particular precautions must be taken safeguarding members of third parties and / or the Public, whom may have access entitlement throughout the work areas. It is therefore of utmost importance that all activities are performed with due care.

On no account should any Contractor on site deviate from these procedures.

At minimum these site procedures are to include:

Fire/Emergency Procedures

First Aid

Project Hazard / Risk Assessment and Safe Methods of Work.

COSHH

Protective Clothing

Plant and Equipment

Noise

Waste/Dust

Authorised Persons and Permits to Work

Hot Works

Work (Electrical)

8 HEALTH AND SAFETY TRAINING, MONITORING AND FEEDBACK.

Site Safety Induction

E J Lidster will provide all E J Lidster personnel with Site Safety Induction. A record the induction and to whom given is to be placed in this section of the Construction Phase Plan.

E J Lidster shall ensure that the induction provided by E J Lidster is cascaded to all other contractors working on the project, irrespective of their individual contractual arrangements.

All names shall be recorded in the site training record and a copy retained in this section of the Construction Phase Plan.

Safety Training - Toolbox talks

Safety 'Toolbox Talks' shall be held for all Contractor Employees, with names recorded on the site training record retained in this section of the Construction Phase Plan.

Site Safety Meetings/Continuing Liaison

Safety shall be reviewed at all monthly progress meetings. The Construction Phase Plan shall also be reviewed to determine that it remains relevant to the current phase of the works and is effective.

Site Safety Checklists/Inspections

E J Lidster will periodically conduct site safety inspections and make a record of his findings in this section of the Construction Phase H&S Plan.

Company Safety Advisor Safety Inspections

Safety inspections shall be undertaken by Anthony Lidster, and filed in this Safety Plan.

Other Safety Inspections/Site Visits

E J Lidster Senior Managers are required to visit sites and carry out inspections of any works under the control of E J Lidster. E J Lidster is to make provision for any such visits and make available any information requested.

9 COMPETENCE RECORDS

{File here copies of contractor competence details, may be copies of CSCS Cards or a schedule of those certificates etc checked by responsible person}

10 RECORD OF SITE SAFETY MEETINGS

E J Lidster will host the following site meetings, which will be recorded:

- Pre-start Meeting – (NPS and E J Lidster) **Carried out 23.03.18**
- Meetings to be carried out on an ongoing basis between, E J Lidster and the client.

Minutes of all meetings on site are to be filed here:

(Note CDM Procedures)

- *Pre-Start meeting Checklist*
- *Site Meeting Agenda*

E J Lidster is to ensure that a record of the following shall be included in site minutes:

- Design Changes
- Revisions of this plan
- Changes in works programme.

11 RISK ASSESSMENTS & METHOD STATEMENTS

E J Lidster is to ensure that no works is carried out by E J Lidster or any other Contractors on site without suitable and sufficient assessments of the risks to the Health and Safety of anyone affected by the works is fully assessed and a record of the assessments held in this file.

E J Lidster shall ensure that where the risks of one contractor may affect the employees or work of another person, whether or not at work on the project, that the safe system of working has been fully understood by those affected parties.

A copy of all risk assessments is to be held in this section of the Construction Phase H&S Plan with brief details recorded in the following schedule.

Ref Number	Date	Activity	Contractor	Checked By
REF 15		EXCAVATOR 360	EJL	
REF 17		HAND TOOLS	EJL	
REF 20		MEP	EJL	
REF 22B		LOADING / UNLOADING HGV	EJL	
REF 23		DEMOLITION SOFT STRIP	EJL	
REF 24		DEMOLITION STRUCTURAL	EJL	
REF 26		FIRE PRECAUTION	EJL	
REF 29		PROTECTION PUBLIC/OPS	EJL	
REF 30		SITE PLANT / TRAFFIC	EJL	
REF 31		UNDERGROUND SERVICES	EJL	
REF 32		WORKING AT HEIGHT	EJL	

12 SHARED EQUIPMENT & EQUIPMENT RECORDS

The following table lists those equipments provided that will be shared by others on site, who provided the equipment and the inspection details.

Table of shared equipment.

EQUIPMENT	PROVIDER	INSPECTION FREQUENCY	INSPECTOR	REMARKS
EXCAVATOR	EJL	12 MONTH	ALLIANZ	UP TO DATE
HAND TOOLS	TRAVIS PERKINS	DAILY	PROVIDED	UP TO DATE
SCAFFOLD	PRO-SCAFF	WEEKLY	PRO-SCAFF	UP TO DATE
MEWP	EJL	6 MONTHLY	CPS	UP TO DATE
HIAB	EJL	12 MONTHLY	ALLIANZ	UP TO DATE
JCB TELEHANDLER	EJL	12 MONTHLY	ALLIANZ	UP TO DATE

The following items require periodic inspections and copies of inspection reports are to be retained here.

13 CONTRACT COMPLETION / H&S FILE.

Construction Phase Plan Review

At the end of the Contract period, the Construction Phase Plan shall be reviewed to provide feedback to assist improving the health and safety provision for future projects of a similar nature. The future concept shall take note of such items as how the Safety Meetings assisted in managing the contract,

The review will be held at **client** between all E J Lidster Employees concerned with the Project.

Retention of Documents for Health and Safety File

Document Title	Location of Document
Clients Pre-Construction Information	Appendix A of this plan