

Construction Phase Plan  
Incorporating the  
Construction  
Environmental  
Management Plan  
For  
Parkside Community  
Sports Facility

**CONSTRUCTION PHASE PLAN  
&  
CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN  
FOR**

**THE CONSTRUCTION OF A NEW SYNTHETIC 3G RUGBY PITCH WITH  
FENCING, FLOODLIGHTING AND HARDSTANDINGS  
AT  
PARKSIDE COMMUNITY SPORTS FACILITY  
INCORPORATING THE  
QUALITY PLAN**

	<b>NAME:</b>	<b>SIGN:</b>	<b>DATE:</b>	<b>COMMENT:</b>
<b>PREPARED BY:</b>	Paul Lockyer	<i>P. Lockyer</i>	8 <sup>th</sup> April 2024	Prepared for planning submission
<b>APPROVED BY:</b>				

**Construction Plan Review and Record:**

<b>Date:</b>	<b>Rev:</b>	<b>By Whom:</b>	<b>Changes:</b>

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## **1. GENERAL**

This Plan is the Construction Phase Plan under the Construction (Design and Management) Regulations 2015.

This Plan is prepared in accordance with the Company Health and Safety, Environmental and Quality Policies and Procedures and incorporates the Contract Management Plan and Quality Plan.

Additionally, this Plan also incorporates updated controls and procedures relating to Covid-19 and the evolving advice and guidance provided by the UK Government for ensuring workplaces remain safe.

The purpose of this Plan is to ensure that by applying the Company Management Systems to the Contract the workplace remains safe, duty holders understand how to fulfil their obligations and the workforce are appropriately informed.

This Plan will be reviewed and updated as required.

## **2. THE CONTRACT**

Parkside Community Sports Facility

### **2.1 Site Location:**

Land to the east on Sheffield Road

Hoyland Common

Barnsley

S74 0AL

### **2.2 Description of Works:**

Construction of a new artificial grass rugby pitch with fencing, LED floodlighting, spectator area, hardstanding access, storage container, sports and maintenance equipment with Micro plastic retention measures incorporated.

### **2.3 Key Dates:**

**Planned Commencement Date:** TBC

**Planned Completion Date:** 26 weeks following commencement.

**Permitted Working Hours:**

- 08:00 – 18:00 Monday to Friday
- Work is not permitted weekends or bank holidays

### 3 ORGANISATION AND RESPONSIBILITIES

#### 3.1 Key Parties to the Contract:

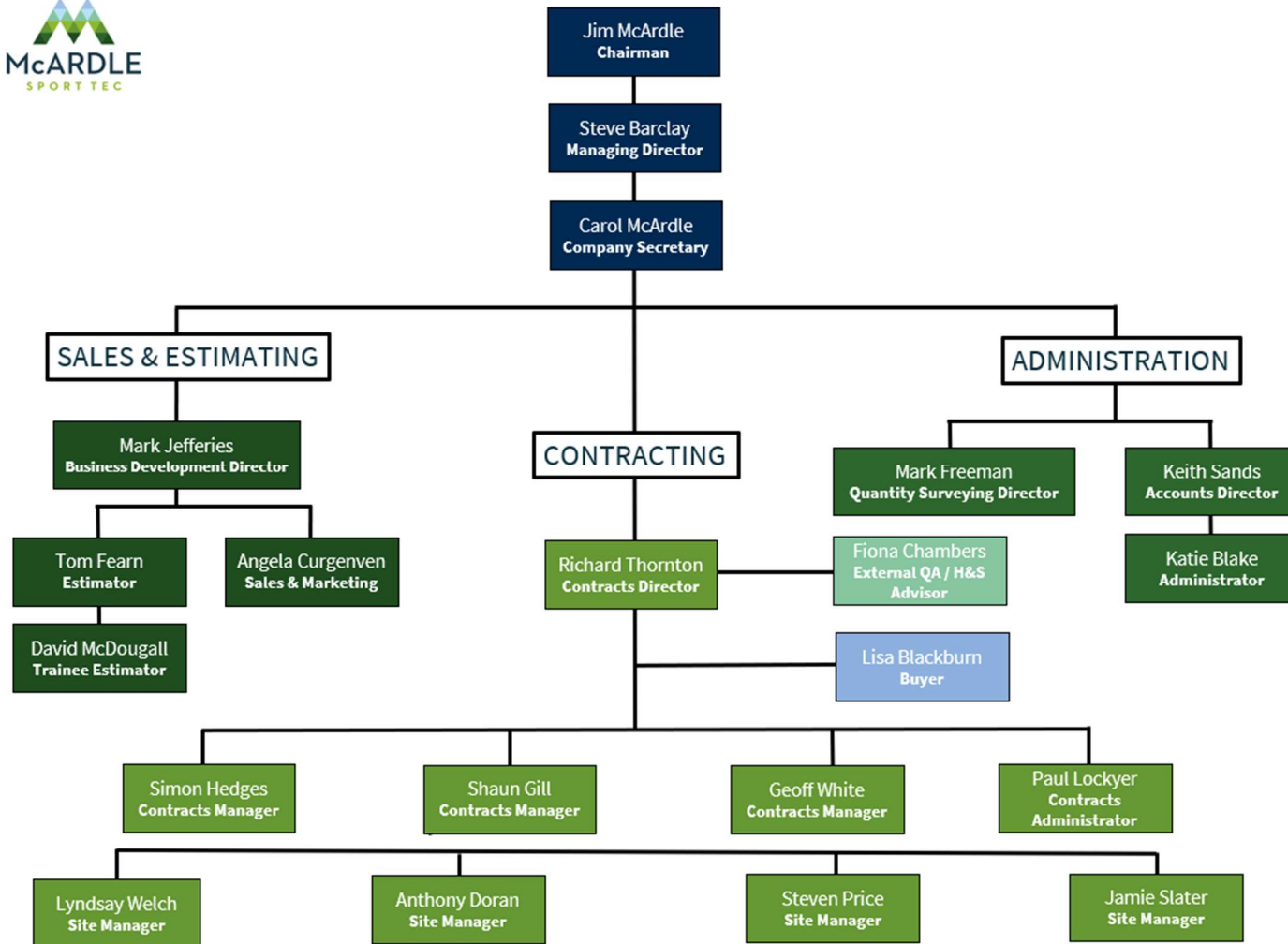
<p><b>Client:</b> Barnsley Metropolitan Borough Council Cromer Academy Westgate Plaza One PO Box 634 Barnsley S70 9FH</p>	<p><b>Contact 1:</b> Anthony Devonport - Head of Service for Bereavement, Environment, Sport &amp; Travel Assistance, Environment &amp; Transport <b>Tel:</b> 07787 294 253 <b>Email:</b> AnthonyDevonport@barnsley.gov.uk</p> <p><b>Contact 2:</b> Stuart Rogers - Service Manager – Sport, Physical Activity &amp; Active Travel, Sport &amp; Physical Activity Team <b>Tel:</b> 07909 201 227 <b>Email:</b> StuartRogers@barnsley.gov.uk</p>
<p><b>Principle Designer:</b> MGAC 7<sup>th</sup> Floor 1 Newall Street Birmingham B3 3NH</p>	<p><b>Contact:</b> Paul Miller <b>Tel:</b> 0121 456 1474 <b>Email:</b> paul.miller@mgac.co.uk</p>
<p><b>Project Manager:</b> MGAC 7<sup>th</sup> Floor 1 Newall Street Birmingham B3 3NH</p>	<p><b>Contact:</b> Adrian Haden <b>Tel:</b> 0121 456 1474 <b>Email:</b> adrian.haden@mgac.co.uk</p>
<p><b>Principal Contractor:</b> TigerTurf 229 Ikon Droitwich Road Hartlebury DY10 4EU</p>	<p><b>Contact:</b> David Hook <b>Tel:</b> 01299 253966 <b>Email:</b> d.hook@tigerturf.co.uk</p>
<p><b>Pitch Contractor:</b> McArdle Sport-Tec 1-2 Thames Park Lester Way Wallingford Oxon OX10 9TA</p>	<p><b>Contracts Director:</b> Richard Thornton <b>Tel:</b> 01491 827810 <b>Email:</b> richardt@mcardlesport.co.uk</p> <p><b>Contracts Manager:</b> Geoff White <b>Tel:</b> 07388 227962 <b>Email:</b> geoffw@mcardlesport.co.uk</p>

### 3.2 CDM Duty Holders Responsibilities

<b>CDM Duty Holders – Who are they?</b>	<b>Main duties – What they need to do</b>
<p><b>Commercial clients</b> – organisations or individuals for whom a construction project is carried out that is done as part of a business.</p>	<p>Make suitable arrangements for managing a project, including making sure:</p> <ul style="list-style-type: none"> <li>• Other duty holders are appointed as appropriate</li> <li>• Sufficient time and resources are allocated</li> </ul> <p>Make sure:</p> <ul style="list-style-type: none"> <li>• Relevant information is prepared and provided to other duty holders</li> <li>• The principal designer and principal contractor carry out their duties</li> <li>• Welfare facilities are provided</li> </ul>
<p><b>Designers</b> – organisations or individuals who as part of a business prepare or modify designs for a building, product or system relating to construction work.</p>	<p>When preparing or modifying designs, eliminate, reduce or control foreseeable risks that may arise during:</p> <ul style="list-style-type: none"> <li>• Construction</li> <li>• The maintenance and use of a building once it is built</li> </ul> <p>Provide information to other members of the project team to help them fulfill their duties.</p>
<p><b>Principal Designers</b> – designers appointed by the client in projects involving more than one contractor. They can be an organisation or an individual with sufficient knowledge, experience and ability to carry out the role.</p>	<p>Plan, manage, monitor and co-ordinate health and safety in the pre-construction phase of the project. This includes:</p> <ul style="list-style-type: none"> <li>• Identifying, eliminating or controlling foreseeable risks</li> <li>• Ensuring designers carry out their duties.</li> </ul> <p>Prepare and provide relevant information to duty holders.</p> <p>Liaise with the principal contractor to help in the planning, management, monitoring and coordination of the construction phase.</p>

<p><b>Principal Contractors</b> – contractors appointed by the client to coordinate the construction phase of a project where it involved more than one contractor.</p>	<p>Plan, manage, monitor and coordinate health and safety in the construction phase of a project. This includes:</p> <ul style="list-style-type: none"> <li>• Liaising with the client and principal designer</li> <li>• Preparing the construction phase plan</li> <li>• Organising cooperation between contractors and coordinating their work.</li> </ul> <p>Make sure:</p> <ul style="list-style-type: none"> <li>• Suitable site inductions are provided</li> <li>• Reasonable steps are taken to prevent unauthorised access</li> <li>• Workers are consulted and engaged in securing their health and safety</li> <li>• Welfare facilities are provided</li> </ul>
<p><b>Contractors</b> – Those who carry out the actual construction work, contractors can be an individual or a company.</p>	<p>Plan, manage and monitor construction work under their control so that it is carried out without risks to health and safety.</p> <p>For projects involving more than one contractor, coordinate their activities with others in the project team – in particular comply with directions given to them by the principal designer or principal contractor.</p>
<p><b>Workers</b> – those working for or under the control of contractors on a construction site.</p>	<p>Workers must:</p> <ul style="list-style-type: none"> <li>• Be consulted about matters which affect their health, safety and welfare</li> <li>• Take care of their own health, safety and welfare and of others that might be affected by their actions</li> <li>• Report anything they see which is likely to endanger their own or others health or safety</li> <li>• Coordinate with their employer, fellow workers, contractors and other duty holders.</li> </ul>

**3.3 Contractors Organisation and Responsibilities:**



## **Contract/Site Responsibilities:**

The McArdle Sport Tec Health and Safety Policy and Procedures defines every employee Health & Safety responsibility. This is reproduced in the Site Health and Safety File (Section 4 Induction) as a reminder during Site Inductions.

For each contract/site the management responsibility is delegated to the following hierarchy:

The **Contracts Director** is responsible for:

- Co-ordinating the parties to the contractual agreement to ensure contractual obligations are met.
- Ensuring that sufficient resources are allocated to the contract.
- Ensuring the Company's health and safety, environmental and quality management systems are implemented on the contract.
- Ensuring that statutory and other legal obligations are met.

The **Contracts Manager** is responsible for:

- Acting on behalf of the Company in contact with the client and client representatives on contract management issues.
- Acting on behalf of the Company in contact with sub-contractors and suppliers on contract performance issues.
- Programming and allocating resources to the contract.
- Ensuring safe systems of work are formulated and documented (RAMS)
- Verifying those materials and workmanship comply with the drawings and specification.
- Ensuring quality records are maintained.
- Implementing policies to meet statutory and other legal obligations.
- Issuing and keeping under review the Construction Phase Plan.
- Monitoring, review and enforcement of site safety procedures and practices.

The **Quantity Surveyor** is responsible for:

- Formalising sub-contractors for the contract, requested by Contracts Managers.
- Reporting on cost and time targets for the contract.
- Liaising with client representatives on contractual issues at site level.
- Ensuring the specified contract requirements are met.
- Ensuring the receiving, recording, and filing of contract documents, drawings and variations, issuing them to site and sub-contractors as appropriate.

The **Site Manager** is responsible for:

- The day-to-day management and supervision of the site.
- The efficient application and use of resources to ensure the programme and specified requirements are met.
- Directing, instructing, and supervising the workforce and ensuring they are inducted and competent to carry out the work required.
- Carrying out weekly toolbox talks.
- Co-ordinating the work of sub-contractors.
- Ensuring health and safety working arrangements are monitored and regulations observed, and statutory records completed.
- Inspecting, verifying, and recording the completed works.
- Maintaining a tidy and safe site with safe access and egress.
- Maintaining clean and healthy welfare provisions.
- Inspecting and recording incoming materials.
- Carrying out a weekly site safety and environmental inspection.
- Ensuring all accidents are reported.
- Ensuring all plant and equipment complies with the requirements of current legislation, is fit for purpose, and is operated only by competent operatives.

From time-to time, when the Site Manager cannot be on-site, he will delegate his responsibilities to a suitably qualified (minimum SSSTS) deputy, who will be named and recorded on the 'Site Supervisor' Register (Appendix 2 – SITE HEALTH AND SAFETY INFORMATION AND WELFARE).

### **3.4 Information and Training**

The following Emergency Procedures will be displayed in the site office:

- Emergency Plan and Contact Details (Appendix 1)
- Site Supervisor Register
- Access/Egress Traffic Management Plan
- Name of First Aider and location of First Aid equipment (Appendix 1)
- COVID 19 UPDATE – Guidance Posters (Appendix 3)

The following company arrangements will be displayed in the site office:

- Health and Safety Policy
- Environmental Policy
- A copy of the Employers Liability Insurance

The following statutory notices will be displayed in the site office:

- The F10 for the contract
- The Health and Safety Law poster

All other health and safety information including induction records, risk assessments, method statements, safety inspections etc. will be held in the Site Safety File (contents in Appendix 2).

During the contract, all information regarding accidents and dangerous occurrences will be passed to the Contracts Manager immediately for action/remedy.

Access to all health and safety information held in the Site Safety File will always be made available to the Client and Designer and their representatives.

At the end of the contract all the Operation and Maintenance information including Contract Details/Contacts, will be passed to the Principal Designer.

All persons on site are to receive induction training prior to starting work by the Site Manager. Records of all inductions are held in the Site Safety File.

Consultation with employees on health and safety issues will be ongoing throughout their period on-site; from the Site Manager delivering Site Inductions at commencement through the delivery of further Method Statement/Risk Assessment briefings, Toolbox Talk training and ongoing day-to-day interactions.

#### **4 HEALTH AND SAFETY OBJECTIVES**

The minimum health and safety standards to which McArdle Sport Tec Ltd shall operate to on this contract shall be those laid down within the Health and Safety Policy and Environmental Policy and those required by current legislation. The Health, Safety and Environmental Objectives are:

- a) To complete the works without injury, ill health, or property damage.
- b) To comply with relevant legislation, codes of practice, guidance, and industry best practice.
- c) To cause minimal nuisance to the client and residents.
- d) To pose no risk of ill health or injury to the client or members of the public or others who may be affected by the work.
- e) To enhance our reputation through responsible management.

#### **5 QUALITY OBJECTIVES**

To conform to the Company's Policies and Procedures as they relate to this contract.

To complete the contract requirements in accordance with the following:

- JCT INTERMEDIATE BUILDING CONTRACT WITH CONTRACTOR'S DESIGN 2016 EDITION AS AMENDED

The following Company Quality procedures will be used on this contract:

**JMA QA 402** Purchasing

**JMA QA 403** Contract Review

**JMA QA 404** Appointment and Management of Sub-Contractors

**JMA QA 406** Contract Start Up

**JMA QA 407** Contract Management Plan and Field Control Sheets

**JMA QA 408** Document Control

**JMA QA 409** Health and Safety File

**JMA QA 410** Training

**JMA QA 411** Procedure for Dealing with Complaints

**JMA QA 414** Control of Quality Records

**JMA QA 420** Surveys, Setting out and Instrument Checks

**JMA QA 421** Contract Handover

The Contracts Manager shall confirm the performance/specification requirements from the Contract Specific documentation and specify the required testing, frequency and stages required for Key Stage Inspection of the Works.

The Contract Specific Documentation includes:

- Key Stage Inspection (KSI) Plan; Tests, Frequency, and sample retention (in house)

The Site Manager shall monitor progress to ensure the necessary instructions for inspection and test are issued in good time and as the works proceed. KSI results shall be recorded and available on request. Process controls and monitoring shall be recorded digitally by use of Passport 365.

Activities that will be checked and recorded during construction of the new 3G Football pitch include:

- Existing Services
- Pitch Footprint Setting Out
- Earthworks
- Drainage
- Sub-base
- Kerb Edgings
- Tarmacadam
- Synthetic Surface
- Fencing
- Floodlighting
- New Services
- Landscaping/Reinstatement

Completed Inspection forms and associated surveys/drawings shall be retained digitally on Passport 365.

## 6.0 EXISTING ENVIRONMENT

### 6.1 Adjacent/previous land use:

The site is located approximately 1.4km southwest of Hoyland town centre, approximately 6.5km south of Barnsley town centre. and covers an area of land between Sheffield Road and Stead Lane. It is accessed via a padlocked double gate in the northwest of the site off Sheffield Road.

The site is understood to have previously been farmland before works were undertaken as part of the Arrow Point distribution warehouse development. Their works included closing off Sheffield Road & diverting traffic to the new road (Olympus Way A6135).

The local area is primarily residential, bounded by residential properties to the northeast and northwest. Arrow Point distribution centre is to the west. The remainder of the local area is primarily agricultural.

### 6.2 Existing structures/features:

- There is a large gap under the access gates which will allow unauthorised access, and at least two forced gaps in the newly installed fencing. Heras fencing will be utilised to prevent unauthorised access.
- Immediately to the south of the new pitch footprint, there is a newly installed archery range which includes a new land drainage system.

### 6.3 Ground conditions:

- Grass overlying topsoil comprising soft slightly sandy slightly gravelly clay was identified in all intrusive locations to depths of between 0.20mbgl to 0.50mbgl.
- Made ground was identified in all trial pit locations to depths of between 0.80mbgl and 1.20mbgl and generally comprised silty sandy gravelly clay with a moderate cobble/boulder content.
- Reworked ground and opencast fill material comprising sand, gravel and clay with grey cobbles and boulders to depths ranging from 0.80mbgl to 8.00mbgl.

**Mining:**

- Backfilled material associated with the historical opencast workings have been identified across the site, comprising grey cobbles and boulders in a clayey sand and gravelly matrix, and were recorded to depths ranging from between 2.8mbgl and 8.0mbgl.
- The consultants coal mining report provided within the phase I desk study and coal mining risk assessment identify a coal seam present at 38mbgl depth beneath the site, however, mine abandonment plans also provided within the desk study show workings within this coal seam beneath the wider site area at a depth of 24.43mbgl.
- There are no records of the Coal Seam having been worked beneath the building development area, however should unrecorded workings have taken place, it is determined that sufficient rock cover exists that the risk to the proposed development is negligible.

**6.4 Existing services:**

- An existing 225mm diameter sewer drain is in the north-eastern corner of the site, this is not within our construction footprint.
- There is also an adopted rising main outside of the eastern and southern boundaries of our construction footprint.
- An overhead power line crosses the southwestern corner of the site at a height of 142m at its lowest point. Although these power lines are outside of the construction footprint, the national grid Technical Guidance Note 287 (Third-party guidance for working near National Grid Electricity Transmission equipment) will be adhered to.

**6.5 Existing Access:**

- Access is via Sheffield Rd, a cul-de-sac off Parkside Road and through an existing lockable steel double gate.

## 7. DESIGN INFORMATION

### 7.1. Contract Drawings:

<b>TITLE:</b>	<b>NUMBER:</b>	<b>REVISION:</b>
Site Location Plan	A-DR-P01	P1
Site Plan	A-DR-P02	P3
Landscape Plan	A-DR-P03	P1
Site Sections	A-DR-P04	P2
Proposed Plans	A-DR-P05	P5
Proposed Elevations	A-DR-P06	P2
Site Constraints Plans	A-DR-P07	P1
Pitch Fencing Details	A-DR-P08	P2
Combined External Light Spill Plans	A-DR-P09	P1

**7.2. Significant health and safety hazards:**

What are the Dangers On-Site?	What Hazards are Present?	What Controls are in-place?
<p><b>1. Risks to members of the public, the client, and others:</b></p>	<ul style="list-style-type: none"> <li>• Uncontrolled access to site</li>   <li>• Congested site and storage facilities</li>   <li>• Construction Traffic interface with site Traffic and Pedestrians</li> </ul>	<ul style="list-style-type: none"> <li>• All personnel to sign in and out from site, at the site office.</li> <li>• All visitors and non-permanent workers to be escorted on-site.</li> <li>• Heras fencing to secure site.</li> <li>• Site safety signage</li> <li>• Access gate kept secured and lockable.</li> <li>• Pedestrian route segregated from haul road.</li> <li>• Planned storage and 'just-in-time' deliveries.</li> <li>• Traffic Plan (see Section 8. below)</li> <li>• Notice to hauliers of time, height, and width restrictions.</li> <li>• Vehicle Marshall for bulk deliveries</li> <li>• Timing for ad-hoc deliveries</li> </ul>
<p><b>2. Services:</b></p>	<ul style="list-style-type: none"> <li>• Existing buried cables</li>   <li>• Unknown Services</li>   <li>• Existing drainage runs</li>   <li>• Overhead power lines</li> </ul>	<ul style="list-style-type: none"> <li>• Check drawings, service records and visually inspect site for signs of services (pits, manholes etc.)</li> <li>• CAT scan all areas of site, mark and investigate all positive readings.</li> <li>• Isolate live services near works if possible.</li> <li>• Hand dig trial pits to expose existing cable(s) or services, place tube(s) vertically over service up to 0.5m above ground so service remains visible and backfill around tube.</li> </ul>

		<ul style="list-style-type: none"> <li>• <b>USE</b> insulated shovels for hand dig to expose cables.</li> <li>• <b>DO NOT</b> use excavators, power tools or pins near suspected buried services without first identifying by hand.</li> <li>• <b>ENSURE</b> height restricting goal posts are in place and monitored.</li> </ul>
<b>3. Loading, Unloading and Storage of Materials</b>	<ul style="list-style-type: none"> <li>• Turning and reversing delivery vehicles</li> <li>• Operation of forklifts</li> <li>• HIAB off-loads.</li> <li>• Tipping bulk materials</li> <li>• Stacking and stability of materials</li> <li>• Pollution of nearby watercourses</li> </ul>	<ul style="list-style-type: none"> <li>• Supervise and keep pedestrians clear.</li> <li>• Ensure sufficient all-round visibility for vehicles and forklift.</li> <li>• Use only appropriately licenced/ticketed drivers/operators.</li> <li>• Ensure all personnel stand clear of load.</li> <li>• Ensure suitably level and stable foundations.</li> <li>• Use mats where required.</li> <li>• Stack on level ground and no higher than manufacturers/supplier's guidance, using chocks where required.</li> <li>• Diesel Stored in 110% bunded container c/w integral hose stored within bunding when not in use.</li> <li>• Use sufficient drip trays where required.</li> <li>• Ensure spill response kits are always readily accessible.</li> </ul>
<b>4. Exposure to Asbestos:</b>	<ul style="list-style-type: none"> <li>• <b>UNFORESEEN RISK – not identified</b></li> </ul>	<ul style="list-style-type: none"> <li>• Remain vigilant and if you suspect asbestos is present stop work and notify the site manager.</li> </ul>

<p><b>5. Collapse of Excavations:</b></p>	<ul style="list-style-type: none"> <li>• Drainage is generally shallow so low risk.</li> <li>• Sandy-Gravelly Soil – REQUIRES SUPPORT &gt; 1.2m</li> <li>• Soakaways &gt; 1.5m</li> <li>• Floodlighting Bases &gt; 1.5m</li> <li>• Foul Pumping Chamber &gt; 3.0m</li> </ul>	<ul style="list-style-type: none"> <li>• No person to enter unsupported excavation.</li> <li>• Excavations to be protected.</li> <li>• Benching around top and backfill with excavator stood away from edge.</li> <li>• Manhole rings for temporary support</li> <li>• Concrete with maximum chutes to keep away from edge.</li> <li>• Manhole box for excavation support inclusive of handrails and access platform/ladder.</li> <li>• Reduce, as much as possible the length of time an excavation is left open.</li> </ul>
<p><b>6. Exposure to Building Dusts:</b></p>	<ul style="list-style-type: none"> <li>• Primarily when cutting kerbs, manhole rings and the like</li> <li>• Dust from exposed earthworks surfaces</li> </ul>	<ul style="list-style-type: none"> <li>• Prevent dust by using wet cutting on tools.</li> <li>• Use well-fitting dust masks.</li> <li>• Tractor-bowser damping down as required.</li> </ul>
<p><b>7. Falls from Height:</b></p>	<ul style="list-style-type: none"> <li>• Fencers – fixing high panels.</li> <li>• Deliveries</li> </ul>	<ul style="list-style-type: none"> <li>• Utilise light weight scaffold towers.</li> <li>• Ensure delivery drivers utilise equipment hauliers have fitted/supplied.</li> </ul>

<b>8. Fire</b>	<ul style="list-style-type: none"> <li>• Electrical wiring and appliances in office and welfare</li> <li>• Live connections for electrical installations</li> <li>• Fuel leaks from plant</li> <li>• Plant maintenance</li> <li>• Fuel storage</li> <li>• Waste Materials</li> <li>• Hot works</li> <li>• Cigarette ends/lighter flames</li> </ul>	<ul style="list-style-type: none"> <li>• Appropriate Firefighting equipment in place</li> <li>• Emergency Procedures and Contacts in place.</li> <li>• Fuel spill kits with storage and plant.</li> <li>• Diesel Stored in 110% bunded container c/w integral hose stored within bunding when not in use.</li> <li>• Electrical wiring certified by electrician and RCD fitted.</li> <li>• Electrical appliances PAT tested by electrician.</li> <li>• All electrical works undertaken, checked and certified by competent electrician.</li> <li>• Plant to be well maintained, daily checks by plant operators, defects reported and actioned.</li> <li>• HOT WORKS PERMITS</li> <li>• No LPG stored on-site.</li> <li>• Minimum cylinders brought to site and store correctly.</li> <li>• Flashback arrestors</li> <li>• Good Housekeeping.</li> <li>• Waste disposed to skips as and when generated.</li> <li>• Waste/skips removed from site regularly.</li> <li>• No smoking permitted on site.</li> </ul>
<b>9. COVID 19 UPDATE</b>	<ul style="list-style-type: none"> <li>• INFECTION</li> </ul>	<ul style="list-style-type: none"> <li>• Specific risk assessment and site rules to be implemented.</li> <li>• Poster to be displayed.</li> <li>• Cleaning wipes will be used.</li> </ul>

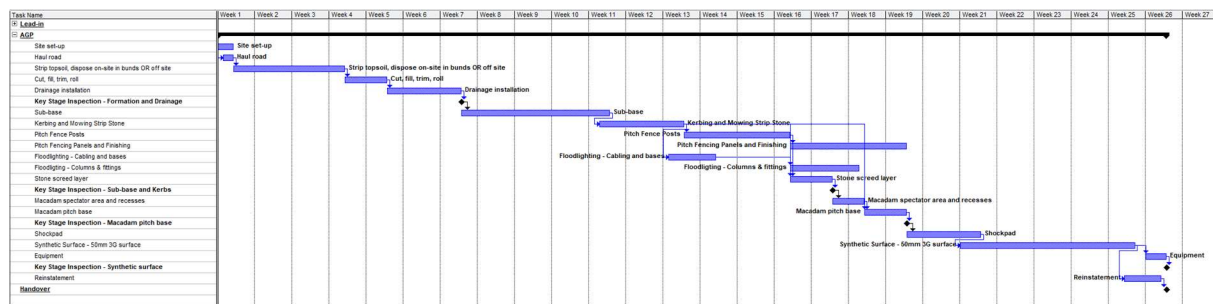
### 7.3 Hazardous Construction Materials

COSHH Assessments informed by product data sheets obtained from suppliers are contained in Section 6 of the Site Safety File and will be briefed by the Site Manager as and when required.

Materials to be used on these works which require a COSHH assessment are:

<b>ASSESSMENT REFERENCE:</b>	<b>TITLE:</b>
S01	CEMENT
S02	CONCRETE
S03	PETROL
S04	DIESEL OIL/GREASE
S05	GAS OILS
S06	ENGINE OIL/GREASES
S07	GRANULATED RUBBER
S08	MACADAM
S11	SPORT FIX MULTI PURPOSE ADHESIVE
S12	SILICA SAND

## 7.4 Sequence of works



26 WEEK PROJECT.

### Narrative on Sequence Logic:

Works to be undertaken in Twenty-three distinct phases.

- Site set-up
- Haul road
- Strip topsoil, dispose on-site in bunds OR off site
- Cut, fill, trim, roll
- Drainage Installation
- Key Stage Inspection - Formation and Drainage
- Sub-base
- Kerbing and Mowing Strip Stone
- Pitch Fence Posts
- Pitch Fencing Panels and Finishing
- Floodlighting - Cabling and bases
- Floodlighting - Columns & fittings
- Stone screed layer
- Key Stage Inspection - Sub-base and Kerbs
- Macadam spectator area and recesses
- Macadam pitch base
- Key Stage Inspection - Macadam pitch base
- Shockpad
- Synthetic Surface - 50mm 3G surface
- Equipment
- Key Stage Inspection - Synthetic surface
- Reinstatement
- Handover

Risk Assessments and Method Statements for the works disciplines required will be put in place by the Site Manager/Contracts Manager (including, where appropriate ensuring supplied by sub-contractors), reviewed by the Contracts Manager before work commences (Section 11 of the Site Safety File)

## 7.5 Selection and control of Sub-Contractors

Prior to being awarded the contract, the Sub Contractor will have completed and returned the Sub Contractor questionnaire along with a copy of their Health and Safety Policy, insurances, relevant training records etc. They will also have received the McArdle Sport Tec Health and Safety Policy.

Prior to a Sub Contractor starting work on site the following items need to be discussed and agreed.

- Method Statement and Risk Assessment.
- COSHH Assessment.
- Personal Protective Equipment.
- Emergency Procedures.
- Plant and Machinery with appropriate inspection/maintenance records
- Training / competence records i.e., NPORS/CSCS / CPCS / CITB/SMSTS/SSSTS cards
- Welfare and First Aid arrangements.
- Site Safety Rules.

Induction records should be completed for all sub-contractor personnel.

To assist with the works, we will need to work with, coordinate and manage sub-contractors for the following activities:

<b>ACTIVITY:</b>	<b>SUB-CONTRACTOR (if appointed):</b>
Site Clearance	TBC
Groundworks	TBC
Drainage	TBC
Hardstanding/Macadam	TBC
Fencing	TBC
Lighting	TBC
Installation of Synthetic Surface	TBC
Line marking	TBC
Landscaping	TBC



These vehicles will not all be on site during the same time, but arriving in batches of around 5 vehicles on turn around from the quarry or topsoil tip site.

When the vehicles are on site they will be held within the site footprint for offloading. Vehicles will be managed on site to leave when no other vehicle is entering to avoid congestion on the Reading Road.

## PARKSIDE COMMUNITY SPORTS FACILITY PROPOSED TMP



- ❖ Heras Tree Protection Fencing
- - - ❖ Heras Fencing with Health & Safety Signage
- - - ❖ Construction Traffic Access Route
- ❖ Construction Welfare, Parking and Material Storage Compound Area
- ❖ Temporary Haul Road
- ❖ Lockable Heras Site Access Double Gate
- ❖ Exiting Vehicle Cleanliness Inspection Area
- - - ❖ Public Right of Way
  
- All loading / unloading will be carried out within the Heras fenced working area.
- Parking / waiting will not be permitted on the approach road.
- Congestion will be minimised with “just in time” deliveries.

- Although site traffic will be traveling on existing hardstanding or newly prepared stoned up areas, all exiting vehicles will be inspected for cleanliness before leaving the haul road. Road sweepers / power jet washing facilities will be employed as and when required.

The vehicles on site will be managed by our full time site manager who is a qualified banksman. Ensuring vehicle wheels are clean prior to leaving site

## 8.2 Access and egress and restrictions:

Access to site is via Sheffield Rd.



Which is a cul-de-sac off Parkside Road.



Then through the existing double access to gate.



Pedestrians will still access the public right of way footpath to the left of the access gates, this will be controlled by the banksman / site manager.

There will be no deliveries to, or collections from site outside of the permitted working hours 08:00-18:00 Monday to Friday and no working Saturdays, Sundays or bank holidays.

There will be strictly no parking or waiting outside of the site.

Correct directions will be provided to all delivery vehicles.

We will sign post directions for construction traffic clearly noting the site area and site office.

No music or radios will be permitted to contractor working areas (open or enclosed) that could determine a nuisance or disruption.

No photography or recording of images by whatever means is to take place from the site except for site progress photographs (which are to exclude imagery of children).

Although site traffic will be traveling on existing hardstanding or newly prepared stoned up areas, all exiting vehicles will be inspected for cleanliness before leaving the haul road. Road sweepers / power jet washing facilities will be employed as and when required.

Heras fencing will secure the perimeter of the works with adequate warning signage.

### **8.3 Temporary site accommodation / Welfare:**

To be contained within the site compound area in the adjacent car park as per the above TMP.

- Secure Office/Canteen/Toilet Unit.
- Comes with hot running water for cleaning (non-drinking water containers), clean water containers for drinking, heating, power, microwave for hot food and kettle for hot / boiling drinking water.
- Secure 10 ft. Containerised Storage Unit.
- Waste Skip.
- 1000ltr capacity diesel storage c/w spill kits.

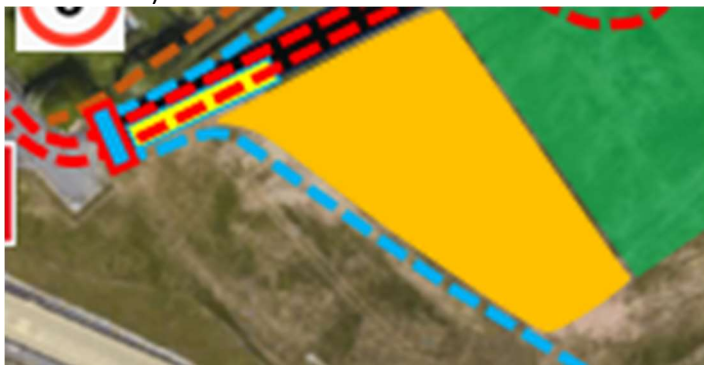
The Site Manager will ensure welfare facilities are properly maintained.

### **8.4 Car Parking, Unloading and storage areas:**

Within the compound area and within the works area – coordinated with 'just-in time deliveries' and required storage.

All vehicles will be contained within the site haul road, compound area and site working area. No vehicles will park or wait outside of the site.

Site set up showing ample room for car parking & storage of materials within the site (orange shaded area).



### 8.5 Traffic/pedestrian routes:

Along the haul route. Pedestrians will be segregated from vehicles into the pitch working area from the compound by maintaining physical barriers and signage.

### 8.6 Plant and Equipment

Principle items of Plant and Equipment expected:

TYPE	SIZE	PEAK NUMBER
Dozer	D5/D6	1
Tracked Excavator	<20t	2
Tracked Excavator	<10t	2
Reverse Tipping Dumper	12t	2
Forward Tipping Dumper	6t	1
Roller	13t Self Propelled	1
Roller	BW120 Twin Drum	1
Wacker Plate	Pedestrian	1
HGV Tipper	32t GVW	12
Concrete Truck	6-8m3 Capacity	1 ad hoc delivery
HIAB Truck	32t GVW	1 ad hoc delivery
Auger	10" Fencers	1
Petrol Stihl	12"	1
Paver	Tracked	1
Wheeled shovel	JCB 2CX	1
Block Grab	1800kg	1
Drop Chain	3000kg	1
Scaff. Tower	3m	1
Forklift	6m	1
Tractor	Various sizes/attachments	1
Sand/Rubber Spreader		1

Only competent operatives shall operate plant. The plant operator shall ensure plant and equipment is checked before first use and daily checks and maintenance is carried out in accordance with manufacturers guidance. Defects shall be reported to the hire company. Records of inspections will be retained by the Site Manager in Section 9 of the Site Safety File.

Due the relatively small amount of plant at any one-time, the construction works are not expected to cause noise more than 80 Db(A). If there is any risk of noise levels reaching this level, an assessment will be carried out.

Outside working hours all plant will be isolated to prevent unauthorised use. Small equipment is to be stored in a locked container.

Any maintenance to plant carried out on site by the hire company which requires a hot work permit, will be produced by the hire company.

There will be no LPG stored on site.

## **8.7 Fire Safety**

Appropriate Fire Safety standards on site will be maintained by the Site Manager.

In the event of an emergency, the site manager will sound a foghorn which will be in the site office. All staff will then proceed to the muster point just outside the compound gates where the site manager will carry out a register check.

Fire extinguishers will be provided in the site office and in proximity to the diesel tank, these will be suitable for the risks, i.e., water will not be used where there is an electrical risk.

Consistent with the Site Managers Weekly Health and Safety Inspection the following will be confirmed:

- Good housekeeping must always be maintained.
- Oxy propane cylinders should always be kept to a minimum and stored correctly.
- Flashback arrestors should be used where required.
- Smoking will not be permitted on site.
- Permits to be issued for any hot works.
- Clear access for emergency vehicles to be always maintained.
- All visitors to site to sign in at Site Office.
- No unauthorised access on site.
- Materials, plant, and equipment safely stored on site.
- Waste on site kept to a minimum and removed is being disposed to skips provided and regularly removed.
- Skips sited away from buildings and fuel storage.

## **8.8 Accident Reporting**

All accidents and near misses are to be reported to the Site Manager and logged on passport 365.

The Site Manager will notify the Contracts Manager of any incidents or accidents.

For any accidents which may fall under the RIDDOR Regulations which are reportable to the HSE the Contracts Manager will elevate these to the Contracts Director and H&S Manager who will ensure the procedures laid down in the Health and Safety Policy are followed.

All incidents or accidents will be noted on the Site Managers weekly Safety Inspection and transferred to the Senior Managers (Contracts Manager/H&S Manager/Contracts Director) monthly audit for reporting to the H&S Manager so that trends/attitudes can be monitored, and appropriate re-training/instruction provided.

## **8.9 Health Surveillance**

It is unlikely that health surveillance will be required on this contract, however the Site Manager will ensure that any instances of ill health will be monitored.

Where noise (exposure limits) and/or vibration (HAVS) assessments are deemed necessary the Site Manager will ensure the protocols laid down in Section 8 of the Site Safety File are followed.

## **8.10 Audits and Monitoring**

Regular audits of the health and safety, environmental and quality aspects shall be carried out on the implementation of the Construction Phase Plan and associated records (Section 5 of the Site Safety File).

Senior Management Audits (shared between the Senior Site Managers, Contracts Managers, Contracts Director, and the H&S Manager) will be carried-out at monthly intervals and findings collated by the H&S Manager for monthly reporting/review.

The Site Manager will carry out weekly site safety and environmental inspections. Any actions required will be set timescales for completion, the Contracts Manager will ensure that all corrective actions are carried out.

The Site Manager is responsible for monitoring overall site safety and for reporting any issues to the Contracts Manager.

All audits and reports carried out will be stored digitally on Passport 365.

## **9 OVERLAP WITH THE PUBLIC AND CLIENT'S OPERATIONS**

### **9.1 Interface with Clients Operations:**

The client's day to day operations are not anticipated to be affected.

### **9.2 Coordination with Client:**

Periodic Coordination will be maintained as required with the client.

### **9.3 Restrictions on Times:**

Permitted working hours are between 08:00 and 18:00 Monday to Friday only.

### **9.4 Restrictions on Access**

See Section 8 above.

All planned deliveries will be made aware of the above.

### **9.5 Continuing Liaison**

Monthly Progress Meetings will be attended by representatives from the Client, Designers, Contractor and Sub-Contractor(s) as required. During these meetings, Health and Safety will be an agenda item for reporting and any relevant health and safety information will be passed to the relevant parties.

Coordination of upcoming works with the Clients existing undertakings will be discussed and any actions agreed, to ensure a safe and controlled interface.

### **9.6 Public Interaction**

Existing perimeter and Heras fencing with warning signage will eliminate the risk of dog walkers entering site.

Warning health and safety signage of the site will be placed on the approach road, and signage to direct vehicles to the site will be erected.

## **10 ENVIRONMENTAL CONTROLS**

### **10.1 Noise and Vibration**

There is no work to be carried out or plant to be utilised on site which is expected to exceed 80 dB(A). The plant on site will be well maintained and inspected before use to ensure it is fit for purpose. If noise levels are likely to exceed 80 dB(A) a noise assessment will be carried out.

Plant will be operated well away – at least 30 metres – from buildings.

There shall be no running/operating of plant or equipment outside the working hours.

### **10.2 Air Pollution**

All plant used on site will be maintained in good condition and inspected daily before use. Any defects will be reported and if required the item of plant removed from site.

No waste material shall be burned on site. All waste material shall be stored within skips and removed from site to a suitably licensed disposal facility.

It is not anticipated that dust will be an issue on site, however dust suppression shall be utilised as required. Movement of material shall be minimised, there shall be no crushing of material on site.

### **10.3 Contamination**

All traffic routes on site shall be on clean aggregate or tarmac, there is not expected to be any material spread off site. The road and access shall be monitored, and a road sweeper/power washing facilities utilised as required.

All waste vehicles leaving site shall be covered.

Stockpiled materials to be separated and kept in such a way as to prevent contamination.

Spill kits are held on site for any spillages, vehicle damage etc.

### **10.4 Monitoring**

The site shall be monitored daily by the supervisor before starting work. A weekly health and safety and environmental check shall be carried out and recorded on passport 365

Checks shall monitor:

- Noise
- Vibration
- Dust
- Waste
- Spillage
- Contaminated land
- Flora and fauna
- Water course contamination

Any environmental issues shall be reported immediately to the Site Manager and if appropriate, work shall cease until the issue is resolved.

Any environmental issues raised by third parties e.g., the public or the client shall be recorded as an environmental complaint and dealt with in accordance with the complaint's procedure.

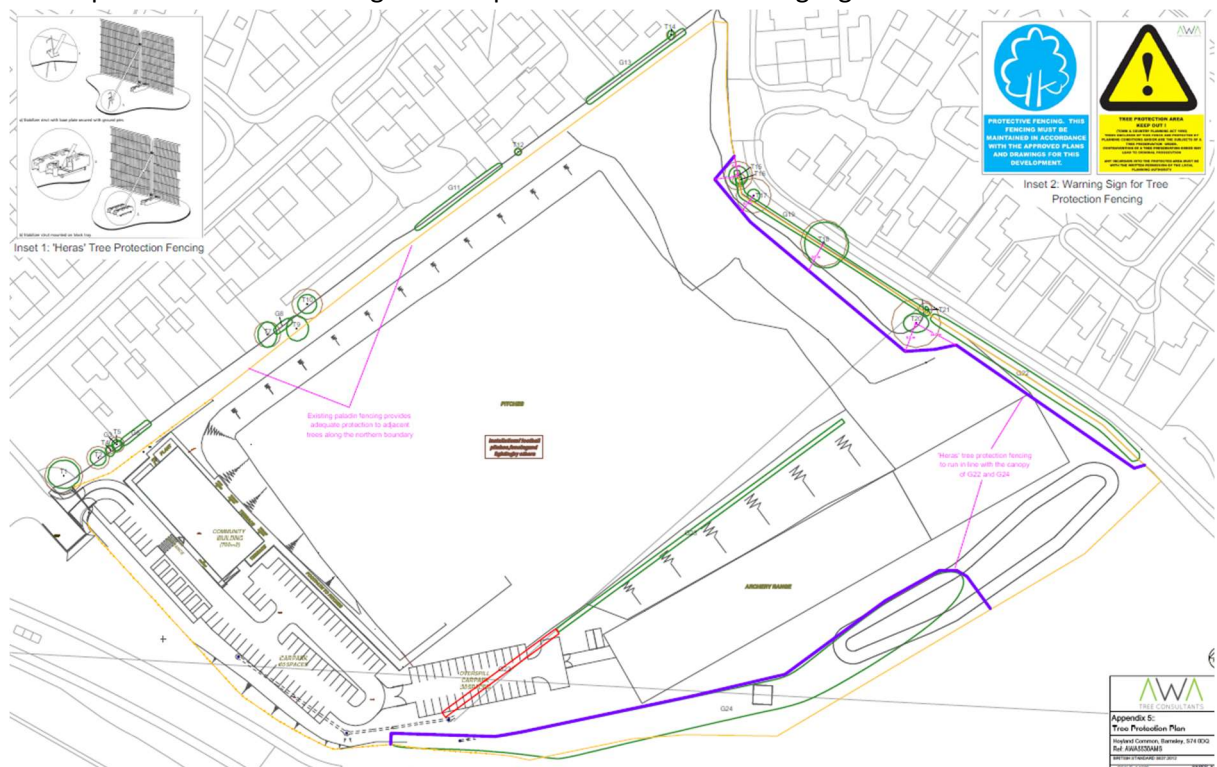
### 10.5 Surface water and flood prevention during the construction phase

The new construction works are to utilise very similar gradients and levels of the existing ground. We will install our new outfall pipe and hydrobrake chamber in the early stages of the project, so we will have full control of the surface water from week 1 of the contract programme. Our new pitch drainage system will outfall into the existing site drainage system.

### 10.6 Protection of trees

A tree protection plan has been included with our planning application, and shown below: all tree protection fencing to comply with BS5837.

The importance of not entering the tree protection zone will be highlighted within our site induction



## 10.7 Hedgehogs and Common Toads

Standard mitigation methods will be implemented to safeguard wild animals on our construction site:

- trenches or pits left overnight should be provided with a means of escape for wild animals should they enter such as a collapsed edge or a flat roughened stable plank (no steeper than 45°) acting as a ramp to the surface
- pipes should be capped off overnight to prevent animals entering and becoming trapped
- all trenches and pits will be inspected each morning to ensure no wild animals have become trapped overnight. Should a badger become trapped in a trench it will likely dig itself into the side of the trench. Should a trapped badger be encountered, a suitably qualified ecologist should be contacted immediately for further advice

## 11 SITE RULES

### 11.1 General

- It is the Company's duty, and the Company reserves the right to evict or refuse entry to any person for any reason that it considers prejudicial to **safety and good conduct**.
- For the avoidance of doubt, any person found **interfering with or misusing** any item provided to enable the works to be undertaken safely, will be asked to leave site (by virtue of the training and experience demonstrated by your competence ticket you should know better – if you don't know then ASK).
- All visitors/operatives must report to the site office and **sign-in** the McArdle Visitors Book (Section 3 of the Site Safety File) daily.
- All operatives (including sub-contract personnel) must undergo **site induction** training before commencing work and be in possession of the appropriate CSCS/CPCS card for their works (signed confirmation of receiving induction training and copies of cards will be maintained in Section 4 of the Site Safety File)
- No person shall be admitted to site, who appears to be under the influence of **drugs or alcohol**. Do not permit drugs or alcohol to be brought onto site.
- **Smoking** is not permitted.
- It is forbidden to bring **firearms, fireworks, or unauthorised explosives** to site.
- It is forbidden to indulge in **horseplay, fighting or malicious damage** on-site.
- All operatives will be made aware of **risks** associated with their work and the controls in place.
- **Permits to Work** will be required for:
  - Excavations (Permit to dig)
  - Electrical and mechanical works affecting existing services.
  - 'Hot works' operations.
- All site visits must be pre-booked, the McArdle Sport Tec's "Coronavirus Site Visitors Form" completed and submitted to the Contracts/Site Manager before arrival on site.
- The minimum PPE requirements when on-site not in the cab of machines or vehicles is a **high visibility waistcoat, and safety footwear**. Where specified in the Risk Assessment additional PPE will be mandatory (including Hard Hats, Gloves, Eye Protection, Ear Defenders and/or Face/Dust Masks).
- Any Accident, Injury or Near Miss must be reported to the Site Manager and recorded on Passport 365.

## 11.2 Housekeeping

- **Site to be kept clean and tidy.** An untidy site is an unsafe site. Rubbish and other debris including surplus materials shall be collected, sorted, and placed in appropriate skips prior to regular removal from site. Stockpiles to be 'dressed and sealed' – **NO MATERIALS TO BE SIDE CAST AND DISCARDED.**
- **Skips and Stored Materials** shall be located so as not to present a risk or nuisance to adjacent areas.
- The **working area and welfare facilities** must always be kept clean and tidy.
- **Access routes** (both internal and external to the site) are to be regularly maintained such that they are kept clean, tidy, and always available for use.
- **Do not park** where access to site or neighbouring properties could be hindered.
- **Fire/Emergency access** must always be maintained.
- All personnel must follow the **designated plant and pedestrian routes.**

## 11.3 Plant

- Plant and equipment will only be operated by those trained, competent and authorised to do so. **Training/Competence Records** must be supplied before first operating plant or equipment.
- It is forbidden to use **Mobile Phones, Headphones** and the like when operating plant.
- Plant and equipment will be adequately **maintained** and suitable for use which will include appropriate silencing (Section 9. of the Site Safety File).
- Operators will maintain the Plant daily and carry-out **daily inspections** before first use (Section 9 of the Site Safety File).
- Any **defects** in plant or equipment must be reported to site management immediately (Section 9 of the Site Safety File).

## 11.4 Environmental

- All **waste** is to be disposed off-site to a suitably licensed facility.
- **Spill kits** to be maintained with fuel storage, and plant and equipment.
- Any **spillage** i.e., diesel must be cleared immediately.
- If you come across any **unidentified–suspicious looking material** (e.g., suspected asbestos, contamination, munitions, and/or buried items) stop and inform the site manager immediately.
- Do not leave **flammable materials** in or near fire escape routes or fuel storage areas.
- Respect the environment we are working-in; **Radios or other audio equipment** will not be used on site unless specifically authorised where they do not present a nuisance.
- All personnel will avoid engaging in **social dialogue with Students, Staff and/or Patrons** of the facility we are temporarily occupying.

## **Appendix 1 – EMERGENCY PLAN**

### **TO BE DISPLAYED ON SITE NOTICE BOARD**

#### **Emergency Response**

In the event of an emergency the Site Manager will be contacted immediately.

Clear access and egress will always be maintained for emergency vehicles.

Should the site require evacuation a foghorn (held in the site office) will be sounded, and all site personnel should assemble in the compound.

The Site Manager will check all present and accounted for against the daily attendance record and coordinate further actions with the client.

#### **Emergency Contact Details:**

##### **PITCH CONTRACTOR:**

**SAFETY MANAGER** – Fiona Chambers 07748 963 077

**CONTRACTS DIRECTOR** – Richard Thornton 07867 170 831

**CONTRACTS MANAGER** – Geoff White 07388227962

**SITE MANAGER** – Anthony Doran 07721219686

**FIRST AIDER** – Anthony Doran 07721219686

**CLIENT REPRESENTATIVE 1** – Anthony Devonport 07787 294253

**CLIENT REPRESENTATIVE 2** – Stuart Rogers 07909 201227

**PRICIPLE DESIGNER - MGAC** – Paul Miller 0121 456 1474

**PROJECT MANAGER - MGAC** – Adrian Haden 0121 456 1471

**POLICE (999):** Hoyland Rd, Hoyland, Barnsley S74 0AP – 0114 247 9402

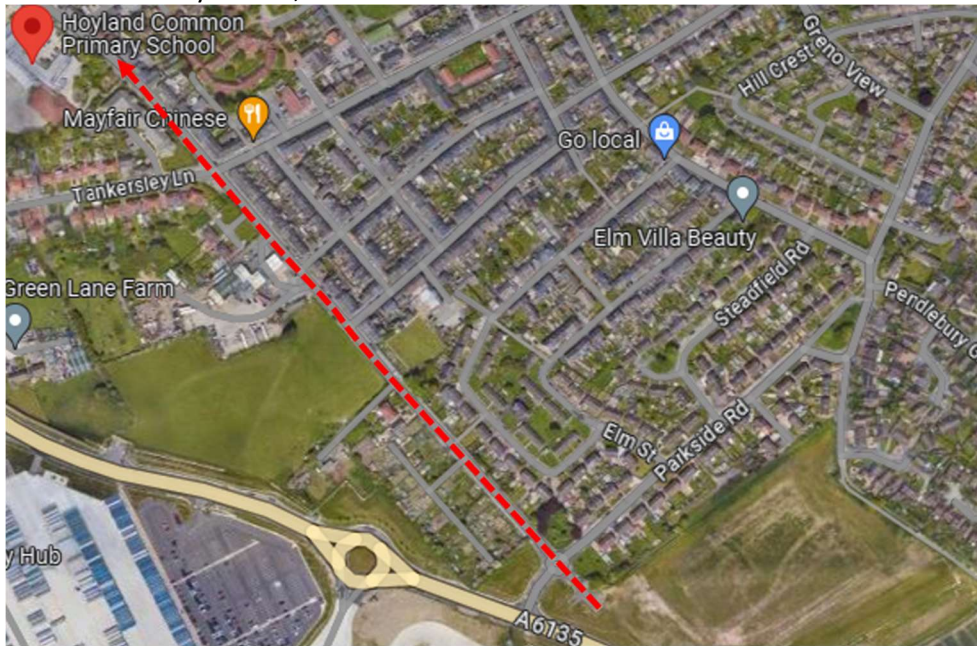
**FIRE BRIGADE (999):** Wentworth Way, Tankersley, Barnsley S75 3DL – 0114 253 2526

**HSE:** Foundry House 3 Millsands Riverside Exchange, Sheffield S3 8NH - 0300 0031747

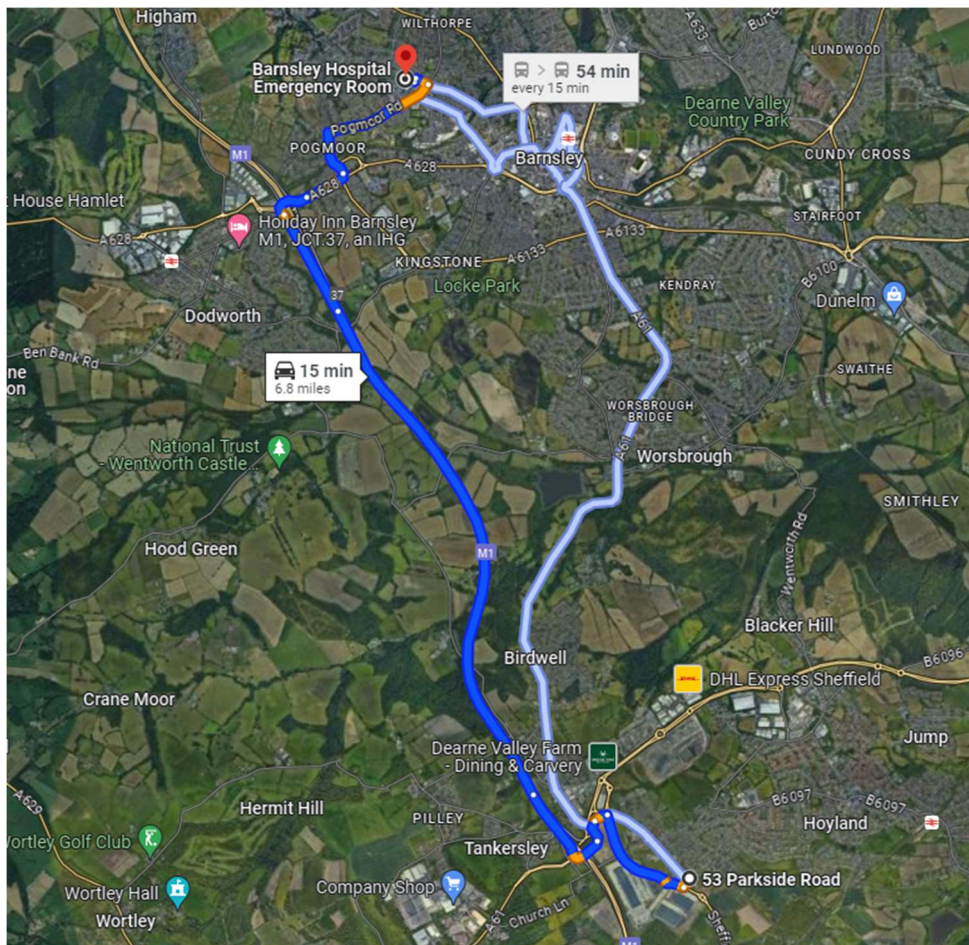
**ENVIRONMENT AGENCY:** Quadrant 2, 99 Parkway Ave, Sheffield S9 4WF – 0370 850 6506

**THE NEAREST DEFIBRILLATOR IS UNDERSTOOD TO BE LOCATED AT:**

Hoyland Common Primary School, S74 0DJ



**NEAREST HOSPITAL – A&E: Barnsley Hospital, Gawber Rd, Barnsley S75 2EP – 01226 730000**



## **Appendix 2**

### **SITE SAFETY FILE CONTENTS**

- 1. Construction Phase Plan**
- 2. Site Set Up Information**
- 3. Site Attendee Register**
- 4. Induction and Training Records**
- 5. Monitoring and Reporting**
- 6. COSHH**
- 7. Permits and Lifting Plan**
- 8. Noise, Vibration and Environmental Controls**
- 9. Mechanical Plant**
- 10. Small Tools**
- 11. RAMS**
- 12. Toolbox Talks**



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