



**CONSTRUCTION PHASE HEALTH AND  
SAFETY PLAN**

**35  
Brookedene  
Drive,  
Northwood,  
Hillingdon**

**CONTRACT TITLE: 35 Brookedene Drive, Northwood**

**CONTRACT ADDRESS: 35 Brookedene Drive, Northwood, HA6 3NS**

**CLIENT: Reaz and Sheefa Abdul**

**PRINCIPAL CONTRACTOR: V&S Construction Services Ltd**

**ARCHITECT: DS Squared Architects**

**PRINCIPAL DESIGNER: DS Squared Architects**

**COMPILED BY: Vitaliy Zakharchuk**

**POSITION: Director**

**FOR: V&S Construction Services LTD**

**SIGNED:**

*Vitaliy Zakharchuk*

**DATE: February 20th 2025**

**CONSTRUCTION PHASE HEALTH AND SAFETY PLAN**

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### **SECTION 1**

## **DESCRIPTION OF THE PROJECT**

### **1.1 PROJECT DESCRIPTION AND PROGRAMME DETAILS INCLUDING KEY DATES**

#### **Description of the project:**

The demolition of the existing 1960s constructed dwelling. The construction of a new residential 2 story single dwelling, driveway, boundary walls, fences & landscaped area.

#### **Location of the project:**

The project is situated on 35 Brookedene Drive, Northwood, HA6 3NS.

#### **Timescale:**

Commence: Anticipated date of June 1st 2025  
Completion: 30<sup>th</sup> September 2026  
Duration: Approx 60 weeks



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### **1. 2 PROJECT RESOURCES**

#### **Statutory Appointments:**

Client:	Reaz and Sheefa Abdul
Principal Designer:	DS Squared Architects
Principal Contractor:	V&S Construction Services LTD

#### **Other Appointments:**

Structural Engineer:	TBC
Architect:	DS Squared Architects Ltd
Building Control:	TBC

#### **Emergency Contacts:**

Nearest Hospital:	Name:	Bishops Wood Hospital
	Add:	Rickmansworth Road, HA6 2JW
	Tel:	01923835814
Nearest Fire Station:	Name:	Hillingdon Fire Station
	Add:	Uxbridge Road, London UB10 0PH
	Tel:	

#### **Statutory Undertakers:**

Water:	Thames Water
Gas:	TBC
Electricity:	UKPN
Communications:	BT
Other:	



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### **1.3 EXTENT AND LOCATION OF EXISTING RECORDS AND PLANS WHICH ARE RELEVANT TO HEALTH AND SAFETY ON SITE**

**Land Use:**  
Residential

**Existing Services:**  
Incoming Water, Electricity, BT and Gas

**Existing Structures:**  
Adjoining residential dwelling

**Ground Conditions:**  
Good

#### **Access Limitations to Site:**

Access routes will be constantly updated to take into account construction activity and client restrictions.

Car Parking to be off site. Public transport available in the area. Northwood underground station with direct bus routes nearby.



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### **1.4 ENVIRONMENTAL**

**Details of Environmental Surveys Carried  
Out: TBD**

**Protected Species/Invasive Plants:  
N/A**

**Protective Measures:  
N/A**

**Licences/Consents: Hillingdon Council - TBD  
Planning ref: TBD**

**Noise/Mud/Dust – Likelihood of Occurrence/Nuisance and Preventative  
Measures: During demolition Phase only**

All material removed from site for disposal is controlled waste and must be covered by a Waste Transfer Note. Skips will be provided. Contractors are to include their waste disposal procedures and expected types and quantities in order to aid the production of the Site Waste Management Plan, in their method statements and are to keep the Site Supervisor informed of the nature of any waste that goes into the skips. The Site Manager will arrange for and control the removal of all waste from site.

All hazardous waste must be dealt with appropriately.

There will be no burning on site.

Construction activity will be restricted to the hours stipulated by the local authority.

Where noisy or dusty activities may have a nuisance effect on the local area, the activities will be reviewed in order to remove or mitigate as far as is practicable the nuisance.

The site manager will ensure that Tree Protection Orders are enforced.

Drains and water courses will be protected against pollution.

Appropriate spill kits will be available on site.



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## **SECTION 2 - MANAGEMENT OF THE WORKS**

### **2.1 MANAGEMENT STRUCTURE AND RESPONSIBILITIES**

All contractors will be required to supply such equipment and personnel as will be necessary for them to complete their own site work safely and without risks to others and to comply with their own risk assessments. Reference to such equipment should be made in the Method Statement.

The following will be supplied by the Principal Contractor:

- Power Supply
- Storage Facilities
- Site Fencing and Security
- First Aid and Welfare facilities

The Site Manager will be on site as far as is practicable at all times construction work is being carried out. Any absences will be covered by the Assistant Site Manager.

### **2.2 SITE SECURITY**

#### **Intrusion**

Every effort must be made to ensure that site is as secure as reasonably practicable at all times. However, in order to protect potential intruders to site (particularly during site closure) ladders must be removed if left unattended, excavations guarded, plant immobilized, and keys removed, and materials made safe.

#### **Access Hours**

Monday to Friday **8.00 a.m. – 6.00 p.m.**

Saturday: **8.00 a.m. – 1.00 p.m.**



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- Visitors to the site must be authorized, sign in at the site office and be escorted unless having received an induction. Nothing is to be taken from the site without permission of the Site Manager

### **2.3 SITE INDUCTION**

- All site staff and external contractors will be briefed to the site-specific rules, hazards and general health, safety and environmental considerations.
- All persons going onto the site must be inducted. They must report to site management as soon as they arrive on site.
- Visitors must report to the site offices, sign the visitors book, read the site safety rules and be escorted around site by an inducted person.

### **2.4 WELFARE AND FIRST AID**

The following PPE will be used on site:

- Head Protection
- Eye Protection
- Ear protection
- Impervious gloves
- Dust masks
- High Visibility Vests

(Individuals will be in possession of their own safety footwear)

**It is the subcontractor's responsibility to provide all its operatives with appropriate PPE as per site minimum requirements, risk assessment and method statement, as per Health and Safety at Work etc Act 1974.**

The minimum PPE to be worn is head protection, safety footwear and high visibility vest.

All welfare facilities are provided by the Principal Contractor and full use of site W.C, washing facilities, cold water, drinking water, drying facilities are permitted to all subcontractors.





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Lists will be maintained on all noticeboards of the trained First Aiders for the site. Contractors are asked to notify the Site Manager of any arrivals or departures of trained first aiders.

Suitable first aid kit provision compatible with site risks will be maintained in the site office along with eye bath kits.

In line with the Control of Noise at Work Regulations suitable ear protection must be worn when operating or working near excessively noisy equipment. Noise assessments must be provided.

Eye protection must be worn when cutting, drilling, using air tools or other operations where there is a risk of eye injury such as concrete pumping.

### **2.5 THE REPORTING AND INVESTIGATION OF ACCIDENTS AND INCIDENTS INCLUDING NEAR MISSES**

All accidents are to be entered in the Accident Book.  
Contractors are to report any notifiable accidents and occurrences in accordance with RIDDOR. The Site Manager is to be given a copy of the F2508.  
Site Managers will in the first instance be responsible, and are to be supported by Contracts Manager.

#### **Manual Handling Assessments**

Written manual handling assessments will be required where there is a significant risk of injury, which cannot be eliminated (e.g. by mechanical means).

#### **Noise Assessments**

Written noise assessments will be conducted for all noise activity of 80 dB (A) or above and the findings implemented.

#### **Hot Works**

Contractors whose activities can create fire risk (hot work, excessive flammable packing materials, use of flammable material), should stipulate their control measures for fire prevention in their risk assessments. Completed Hot Works Permits to be retained on site. Highly inflammable liquids and LPG may be used on site for hot work processes including cutting and welding. LPG will not be used in cabins or canteens.



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or high scores.

### **Method Statements – Required Content**

- Supervision - Details of the personnel on site including their supervisory levels and responsibilities. This should also show site personnel who can be contacted for specialist information if necessary, such as the Company Safety Director/Consultant
- Work Sequences - Different phases can be covered by separate method statements if required.
- Stabilisation - Where applicable, method of stabilising work to be shown.
- Method of Execution - This should include any method of lifting, slinging and manual handling.
- Manual Handling Assessments to be made where there is a risk of injury. Any significant finding to be recorded.
- The use of personal protective equipment (PPE) must be assessed as to its suitability for use.
- Fire risks to be highlighted, along with control measures.
- Any information on risks which affect persons not under your control, to be listed and given to the Principal Designer.
- Access - The method of getting operatives to the place of work safely, ladder access, and preventing falls at the place of the work must be covered.
- Delivery/Storage - Delivery and storage details required.
- Materials - Preventing falls of materials to be covered.
- Plant - Types of plant to be used including safe working loads.
- Electrical - System for inspecting tools in accordance with site procedures. Installations and cabin appliances to be included.
- Health - Noise assessments (where applicable),
- First Aid and Welfare - First Aid/Welfare facilities to be clarified, names of trained first aiders required.
- Documentation - All relevant documentation to be on site, i.e., lifting appliance test certificates, all written assessments as above regulations/posters, safety policies, insurance certificates, registers, first aid books.
- Training - Arrangements for Induction Training before proceeding onto site to be included. Visitors to be briefed, delivery drivers to be controlled.
- Summary - The Method Statement, correctly written, should be understood by anyone unconnected with the work. All permits to work and Method Statements must be compiled with. Alterations/adaptations must be agreed with the Site Manager before implementation.

### **Additional safety documentation required is:**

- inspection reports for scaffolding.
- inspection reports for excavations




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### **2.6 SITE RULES INCLUDING CLIENT REQUIREMENTS**

#### ***SITE RULES TO BE OBSERVED BY ALL PERSONS ON SITE***

1. Head Protection must be worn in designated areas at all times.
2. Suitable protective footwear and High visibility clothing must be worn at **all** times.
3. Hearing, respiratory and eye protection must be worn when required by Risk Assessment/COSHH Assessment.
4. Ladders must be examined and be in good condition.
5. Where work cannot be done safely from the ground, working platforms must be constructed with suitable handrails and toe boards.
6. Working platforms must only be erected or adapted by competent personnel.
7. Only competent personnel are allowed to operate plant. All plant must have the statutory thorough examination documentation issued to site offices on arrival.
8. Stepladders and trestles without handrails are **not** allowed.
9. Lifting appliance or equipment – must have the statutory inspection documentation issued to site offices on arrival.
10. All working areas must be kept clean with clear access/egress routes.
11. All exposed edges and openings must be protected
12. All electrical equipment must be a maximum of 110 volts, PAT Certificated and in good condition.
13. All accidents and near misses must be reported to Site Management.
14. Any excavation which has the potential to collapse should have suitable support in place.
15. Be aware of emergency procedure notices in the construction phase plan.
16. High standards of personal hygiene should be maintained by site personnel at all times.
17. Anyone found urinating or defecating on site will be asked to leave.
18. Any High-Risk activity is to be carried out using a permit to work.
  - working at height
  - work in confined spaces
  - any excavation work
  - any hot work
  - any work on High Voltage Electrical Systems/installations
  - any work on Main LV Electrical Systems/installations
  - any gas installation work
21. Shirts with sleeves (t-shirts or similar) must also be worn.

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## **2.7 FIRE AND EMERGENCY PROCEDURES**

<p>Fire Risk Assessments will be prepared and amended at various stages of site development</p>
<p><b>Fire Equipment</b> As detailed in fire risk assessments, to include: At least 1 powder extinguishers</p>
<p><b>Control</b> Control over any incident will be exercised by the Site Manager who will remain at the main reporting point throughout. They will detail one man to act as a guide for the emergency services. The guide should be positioned at the site entrance.</p>
<p><b>Communications</b> The Site manager will be in communication throughout and will be responsible for alerting the emergency services as directed. In the event of a line failure, or fire in the cabins, an alternative telephone is located on the Site Manager. A Site Layout Plan will be available in welfare, including muster points, fire points etc.</p>
<p><b>Reporting Point</b> The reporting point will be the temporary office which will be set up in the detached side garage to the side of the property</p>



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The aim of this instruction is to highlight any situation which will require the evacuation of all or parts of the site and to outline the procedure to be followed. This will help to identify quickly whether any personnel are missing and set in motion rescue procedures.

### **GENERIC EMERGENCY PROCEDURE**

#### **Responsibilities**

The Supervisor is responsible for providing adequate information and necessary training to enable all personnel on site to discharge their responsibilities under this plan.

Contractors' on-site supervisors are responsible for ensuring that their personnel understand the requirements of this plan, in particular their assembly points and roll-call requirements

All personnel on site have a responsibility to understand and comply with the requirements of this plan and undertake no action that will endanger themselves or others

The Supervisor or a competent nominated deputy will undertake the duties of the Incident Controller specified in this plan.

#### **Security**

The possibility of potential emergency situations arising from arson, sabotage or vandalism should not be overlooked. Vigilance on site of all personnel is required to prevent such situations occurring. In particular:

- Vulnerable areas should be kept locked and secured when unmanned
- Access routes and roads must be kept clear of obstructions and parked vehicles
- Security arrangements to control pedestrians and vehicles on site must be complied with.
- Non authorized personnel on site should be challenged about their presence and if necessary, reported to security and or the police
- Ensure that boundary fencing is maintained in good condition - defects should be reported to site manager for immediate attention.

### **ACCIDENT & EMERGENCY PROCEDURES**

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- Assess the situation
- If necessary, contact the emergency services
- Follow the route to the nearest hospital
- Contact the office
- Contact the client
- Secure the site
- Fill in the accident book



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### **SECTION 3**

## **ARRANGEMENTS FOR CONTROLLING SIGNIFICANT SITE RISKS**

### **3.1 SAFETY RISKS**

#### **3.1.1 DELIVERY AND REMOVAL OF MATERIALS**

All deliveries must be under supervision of a banksman and drivers must initially report to the site office. Building materials and other goods will be unloaded in the site compound or as near as possible to the place where they will be used, subject to the site rules and conditions.

#### **3.1.2 DEALING WITH EXISTING SERVICES**

Plans of existing services on site must be obtained from statutory undertakers, building owners etc.

Overhead cables must be identified and where applicable goal posts or other demarcation implemented. The use of height restrictors may also be required.

#### **3.1.3 PREVENTING FALLS**

An independent tied scaffold and tied ladders may be used for access egress to the place of work. Loading towers will be required. Scaffolding will be inspected daily by the Site Supervisor, and records kept. The formal Inspection Record will be completed weekly and will be available in the site office for inspection by any contractor. This inspection is to be carried out by either the scaffold subcontractor, if detailed in their subcontract, or by the Site Manager.

All excavations need to be suitably fenced and inspected periodically to include edge protection.

Manholes must be securely covered when unattended.



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All installation work must be carried out by a competent electrician in accordance with BS7671: Requirements for Electrical Installations (The IEE Wiring Regulations). Installation documentation must be kept on site.

Work in areas where there are live installations will be strictly controlled. Where possible, access will be locked off. Signs indicating the danger will be displayed.

Generators are not to be used inside buildings or vehicles.

All plant and work equipment must be assessed for risks, before use.

Contractors will submit details of any necessary maintenance for plant and equipment, on their method statements. The emphasis should be on preventative maintenance.

You must not operate any plant or equipment unless you have been trained to do so. If you are operating a lifting appliance, you must ensure that you complete the Inspection Record on arrival, and thereafter every seven days.

You must not work in any deep excavation or below any earth works unless that place has been inspected and certified safe by a competent person.

Excavations must be adequately propped and shored up as dictated by Risk Assessment.

Entry into any confined space or gas check area must be covered by a permit to enter. You must comply with the conditions of the permit. If you are unsure as to what is a confined space, ask your supervisor.





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- Rescue Emergency and Detection etc. Equipment held on site.
- Communication Procedures.
- Signals/Triggers for an emergency.
- Actions by the Site Manager.
- Rescue Procedures and Access/Egress.
- Recovery of injured persons
- Fire
- First Aid
- Emergency Services Reception
- Control
- Investigation and Reporting

### **3.1.8 DEMOLITION**

The demolition of any structure will be undertaken by a suitably competent subcontractor. The demolition, dismantling of a part or full structure must be planned and carried out in order to eliminate or reduce danger so far as is reasonably practicable.

### **3.1.9 MANAGING TEMPORARY WORKS**

This will be carried out to ensure that the neighboring properties are supported if required.

Trial Holes will be excavated to determine levels and then a plan will be put in place for temporary works. Existing foundations and walls will be used to support the neighboring properties.

### **3.1.10 TRAFFIC ROUTES AND SEGRIGATIONS OF VEHICLES AND PEDESTRIANS INCLUDING ACCESS AND EGRESS OF SITE**



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### **TRAFFIC MANAGEMENT PLAN**

- A banksman will be utilized in the entrance area of the site to maintain pedestrian safety whilst deliveries are being made.
- A sign will be displayed on the entrance gate instructing delivery drivers to first report to the site office and displaying the speed limit (5mph).

#### Site Access

- Warning signs need to be displayed at the site entrance.

#### Site Parking

- No site Parking

#### Control of Delivery Vehicles.

- A reversing point will be signed.
- Suppliers will be instructed to provide high visibility vests for the driver.
- 

#### Plant and HGVs

- All plant and HGVs must be fitted with hazard beacons and operate them when the engine is running. Excavators, forklifts and HGVs must be fitted with reversing alarms.

Lighting will be provided in the compound at start and finish times in the winter.

Vehicles must not obstruct escape routes or emergency vehicles access.

You must not access any area where safe access is not provided. Where it is not possible to provide a safe working platform or other means of preventing a fall which may cause harm as identified by Risk Assessment, a safety harness must be worn and connected. Scaffolders must wear a safety harness where this is reasonably practical.

You must maintain safe access for others in your working area. This means not leaving materials, cables or debris obstructing access. Surplus materials and rubbish must be cleared periodically and at the end of work each day.

Comply with any Traffic Management Plan, signs, barriers etc.


You must not create an opening in the floor or remove any barrier unless access to that area has been prevented by the use of barriers and warning signs.

All ladders must be tied or footed before being used (ladders must be footed while being tied.)

You must not modify any scaffolding under any circumstances, unless you are a trained scaffolder and you have been authorized to do so.

The only safe method of access allowed for shuttering is a correctly erected working platform.

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### **3.1.11 STORAGE OF MATERIALS AND WORK EQUIPMENT**

Storage areas will be in the front of the building and the back garden.
Materials will be ordered when required so it used as soon as possible, as space is limited
Flammable materials must be stored in a safe place away from buildings. Where this is not possible quantities should be kept to a minimum, and areas where hot works take place must be avoided.
Good housekeeping is essential on site and subcontractors are responsible for the removal of all waste they produce to site skips.

### **3.1.12 DEALING WITH EXISTING UNSTABLE STRUCTURES**

N/A
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### **3.1.13 ACCOMMODATING ADJACENT LAND USE**

Be respectful and considerate of neighbours
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### **3.1.14 ANY OTHER SIGNIFICANT SAFETY RISKS**

Mitigation must be in place to avoid excessive mud being left on a public highway for example, wheel washes and road sweepers. Deliveries only on hardstanding areas and to be managed accordingly.
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### **3.2.3 MANUAL HANDLING**

Wherever possible mechanical assistance should be made available to avoid instances of manual handling, for example, kerb lifters.

It will be expected that all operatives will have undertaken appropriate manual handling training and as applicable details of manual handling will be included in risk assessments, method statements and where necessary a manual handling assessment produced by the subcontractor.

### **3.2.4 USE OF HAZARDOUS SUBSTANCES**

All hazardous materials and substances provided by the Principal Contractor for use on site have been reviewed as to whether a safer substitute is available.

Any hazardous substances removed or handed to a third party must be accompanied by a waste transfer note.

### **3.2.6 REDUCING NOISE AND VIBRATION**

#### **Noise:**

Details of noisy operations must be given in subcontractors risk assessment and method statements. Where applicable, hearing protection must be used.