



Demolition & Construction Phase Plan

MAG Construction Ltd

PROJECT:
14 Larne Rd HA4 8DR

DEMOLITION & CONSTRUCTION PHASE PLAN

Demolition of the existing house and erection of a new, detached
residential house

at:

14 Larne Rd HA4 8DR

Prepared by:

MAG Construction Ltd

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1. Dates

- A. Document created: 23/03/2023
- B. Start Date: TBC
- C. End Date: TBC
- D. Document updated: 11/04/2023

2. General Description of Project

Demolition of the existing house and erection of a new, detached residential house

3. F10

TBC

4. Asbestos Instructions

At the time of preparation of this document no Asbestos information has been provided nor evidence of its removal thus Principal Contractor presumes that ACM may be still present in the structure. Therefore all control measures listed in the the Control of Asbestos Regulations 2012 act will be adhered to.

5. Access Restriction to the Property

The entrance to the construction site is via the main gate which depending of the phase of the project will be at the front or at the back of the property. The gate will be kept locked at all times to prevent unauthorised access and all the entries will be controlled and logged.

6. Site Security

MAG Construction Ltd will ensure that necessary arrangements and provisions are in place to adequately safeguard the site, the works, products, materials, plant, and the building affected by the works from damage and theft. All reasonable precautions will need to be taken to prevent unauthorised access to the Works. Appropriate signage, segregation and access control procedures will be provided.

MAG Construction Ltd will establish and implement signing in and out procedures for all persons entering the site. The Client will hand over the project area to MAG Construction Ltd in accordance with the programme. MAG Construction Ltd will segregate and secure the area from the surrounding units and members of the public.

PLAN

7. Build Stages

1. Site possession/site set up/hoarding
2. demo works
3. foundations
4. brick laying - DPC level
5. drains
6. concrete slab/beam & block
7. new external walls to roof level
8. internal walls structure
9. new roof structure
10. steel installation
11. first fix plumbing
12. first fix electrics
13. screeding
14. plasterboarding
15. roof coverings
16. windows and external doors installation
17. external wall insulation and rendering
18. plastering
19. installation of rain water goods
20. boiler installation
21. second fix plumbing
22. second fix electrics
23. floor coverings installation
24. internal doors installation
25. skirting boards & architraves
26. bathrooms tiling
27. decoration
28. final inspection, installations testing
29. final clean

8. Health & Safety Goals for the project

All contractors are required to conduct their business in line with the Client's expectations as well as Principal Contractor's H&S Policy and act in such a way so as to protect the health and safety of their employees, others involved in its operations, other occupants of the building, visitors, and members of the public. Contractors are required to strive to prevent all accidents, injuries, and occupational illnesses through the active participation of every employee and by continuous efforts to identify and eliminate or manage the health and safety risks associated with its activities.

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9. General Statement of Health Safety and Welfare

A. Health and Safety Policy Statement

In accordance with its duty under Section 2(3) of the Health and Safety at Work etc. Act, 1974, and in fulfilling its obligations to both employees and the public who may be affected by its activities, the Director of MAG Construction Ltd have produced the following statement of policy in respect of health and safety. It is Company's aim to achieve a working environment which is free of work related accidents and ill-health and to this end we will pursue continuing improvements from year to year.

MAG Construction Ltd undertakes to discharge its statutory duties by:

- identifying hazards in the workplace, assessing the risks related to them and implementing appropriate
- preventative and protective measures;
- providing and maintaining safe plant and work equipment;
- establishing and enforcing safe methods of work;
- recruiting and appointing personnel who have the skills, abilities and competence commensurate with their role and level of responsibility;
- ensuring that tasks given to employees are within their skills, knowledge and ability to perform;
- ensuring that technical competence is maintained through the provision of refresher training as appropriate;
- promoting awareness of health and safety and of good practice through the effective communication of relevant information;
- furnishing sufficient funds needed to meet these objectives.

All employees on their part are encouraged to contribute actively towards achieving a work environment, which is free of accidents and ill health.

Our health and safety policy will be reviewed annually to monitor its effectiveness and to ensure that it reflects changing needs and circumstances.

This policy is to be read in conjunction with the responsibilities, procedures and applicable safe systems of work that together form the MAG Construction Ltd health and safety manual.

B. Intent and Purpose of Plan

MAG Construction Ltd will carry out the works in accordance with the Construction (Design and Management) Regulations 2015 and the Health and Safety Policy of MAG Construction Ltd. The Construction Phase Plan has been prepared to comply with the terms of the contract and to adequately describe the way in which general and specific areas of the works will be prepared for and executed. All personnel employed directly by or sub-contracted by MAG Construction Ltd will comply with the Statement or cause it to be changed if necessary.

Senior management are fully committed to health and safety and to this end will only allow trained and competent operatives onto the site. All operatives will undergo an induction into site rules before commencement on the site. All visitors to the site will be required to undergo an induction to ensure they are aware of site rules and emergency procedures, and to sign as to their understanding.

Signed:

Project Director:

Date:

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10. Project Management

Client contact:

Contact	Mrs Alicja Urlewicz
Tel.	7939225369
Address	14 Larne Rd HA4 8DR
E-mail	au@plemon.co.uk

Principal Designer :

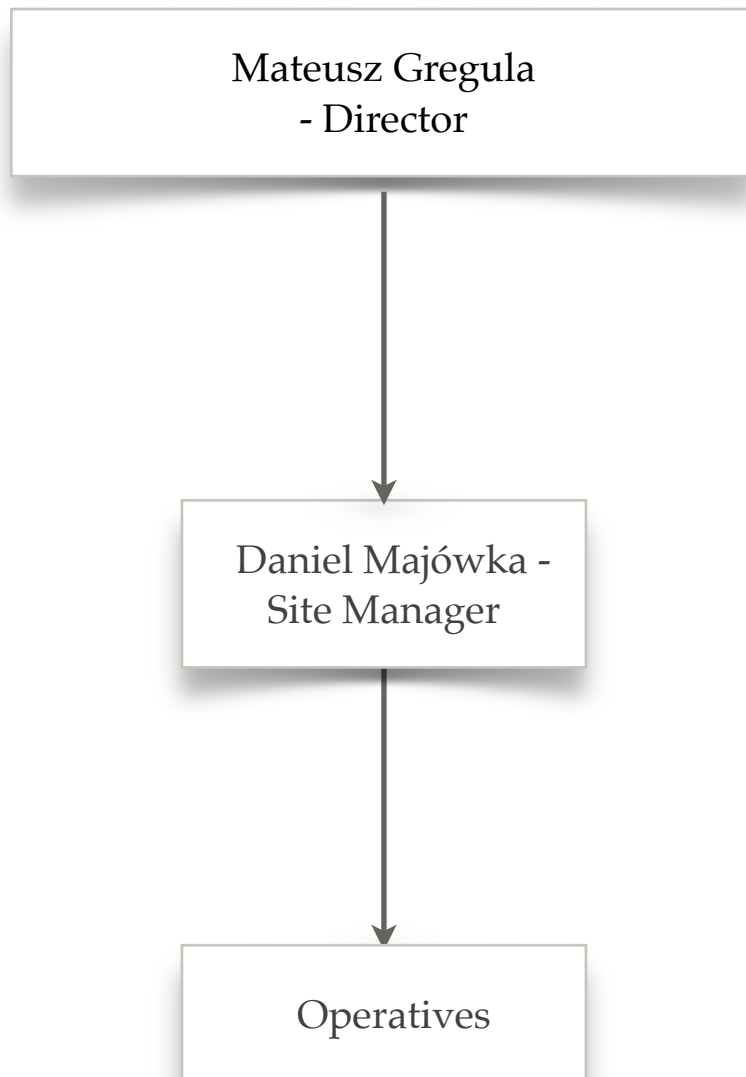
Company	Plemon Studio Ltd
Contact	Mrs Alicja Urlewicz
Address	14 Larne Rd HA4 8DR
Tel.	7939225369
E-mail	au@plemon.co.uk

Principal Contractor:

Company	MAG Construction Ltd
Contact	Mateusz Gregula
Address	168 Thornbury Road, Isleworth TW7 4QE
Tel.	0796 431 3180
E-mail	magconstructionltd@gmail.com

WORKING TOGETHER

11. Organisation Chart of Management Team



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12. Project Responsibilities

A. Principal Contractor - MAG Construction Ltd - Mateusz Gregula

- Overall responsibility for the health, safety and welfare of all staff, contractors and others that may be affected by the projects activities; and,
 - Providing and co-ordinating the documentation, training, and facilities to undertake company responsibilities for health, safety and welfare.
 - Monitor and amend, when required the Company Health and Safety Policy.
 - Instigate regular safety committee meetings and ensure items discussed and agreed are actioned.
- Ensuring compliance with all statutory requirements.
- Informing H&S Advisors.
 - Monitoring and acting upon H&S Advisor's reports.
 - The Preparation and Distribution of Risk Assessments/Method Statements.
 - Ensuring adequate safety systems are developed put in place and followed.
 - Regular Reviews of Health and Safety on the project.
 - Direct selection / briefing of sub-contract key trades & direct sub-contractors.
 - Overall health and safety responsibility for project.
 - When appropriate, seeking advice from external sources such as the HSE.
 - Providing interface with the Client and sub-contractors at Project level.
 - Identifying areas where external specialists are required.

WORKING TOGETHER

B. Site Manager - Daniel Majówka

- Implementing the requirements of the Company Health and Safety Policy.
- Proactive approach to Health and Safety issues on site.
- Implementing Health and Safety planning measures.
- Ensuring that work is being carried out in accordance with approved Method Statements.
- Undertaking safety inspections of the site at regular intervals.
- Co-operating with external safety officers.
- Taking appropriate action to close out any problems and issues or safety non-compliance found during checks and inspections or raised by operatives.
- Ensuring shared welfare facilities maintained.
- Ensuring safety of the public and all site visitors.
- Supervising of all directly employed and sub-contract staff.
- Overall responsibility for Health and Safety on a day-to-day basis.
- Providing adequate instruction and advice to employees and other contractors on site liaising with them and meeting with them to ensure awareness and collaboration on safety related issues.
- Undertake and provide feedback from toolbox talks.
- Ensuring through their management and staff that all safety standards are known, understood, and implemented.
- Ensuring that all employees receive adequate training in current safety standards and practices.
- Ensuring that all plant, equipment, processes, and systems of work are designed and modified, so far as is reasonably practicable, to eliminate all safety hazards and risks to health. Where this is not practicable they will initiate the provision of written warnings, printed signs, admonitory notices, and specific written job instructions.
- Ensuring so far as is reasonably practicable, adequate arrangements with regard to safety and absence of risks to health in connection with the use, handling, storage, and transport of articles and substances.
- Ensuring so far as is reasonably practicable as regards any place of work under their control, that it is maintained in a condition that is safe and without risks to health, and that the provision and maintenance of means of access to and egress from it are safe and without risks to health.
- Ensuring that wherever necessary, suitable protective clothing is provided and worn.
- Ensuring that each employee is capable and competent to perform the work for which he is engaged and has received and understood the necessary information and instruction.
- Ensuring compliance with all safety rules. Any violations must be dealt with and recorded in accordance with the Company Disciplinary Procedure.
- Ensuring that all contractors, service engineers and other visiting employees know and accept the
- Company policy and safety rules that apply to their work and adhere to them.
- Reviewing accident reports and take action to prevent recurrences.
- Ensuring that the all persons under their control discharge their responsibilities under this policy.
-

C. Operatives

- Work in a safe manner that does not create risks to themselves and any one else.
- Use the correct tools and equipment for the job.
- Work in accordance with company procedures.
- Use correctly any safety equipment supplied.
- Cease work when a hazardous situation is created and to report all hazards to the Site Foreman.
- Ensuring compliance with all statutory requirements.
- Implementing the requirements of the Company Health and Safety Policy.
- The development, approval and implementation of the Health & Safety Plan.

WORKING TOGETHER

D. Contractors

- A. It is planned that subcontractors will work under the supervision of a resident Site Manager / Site Foreman directly employed by the Company.
- B. The Contracts Manager will select particular key trades for quality / health and safety briefings. These briefings will generally be held on site before the works commencement.
- C. Works planned to be sub-let are listed hereafter:
 - a) Electrical and Plumbing
- D. Shared welfare arrangements will be made available for all the above trades
- E. Sub-contractors or specialists working direct for the Client are also required to work within the requirements of the Company Health and Safety Policy.
- F. The Company will ensure that workers on site, including those employed by its sub-contractors and the client have been provided with:
 - a) Health and Safety training appropriate to the relevant trades.
 - b) Emergency arrangements on site.
 - c) Information about the risk to health and safety on this project.
- G. All employees and sub-contractors will be site inducted, informing them of the emergency arrangements and risk assessments identified within this Health and Safety Plan. A register of inducted personnel will be maintained on site.
- H. Under no circumstance will any person be allowed to work on this project where there is no record of that person being safety inducted to MAG Construction Ltd Ltd requirements.
- I. All operatives will also receive a briefing on the site rules, and issued with a copy for record.

Signed:

Project Director:

Date:

WORKING TOGETHER

13. Liaison Between Parties

The main project team will liaise with others as follows:

Subject	Who	With Whom
Approval of H&S plan/s and method statements	Principal Contractor	Client
Liaise with necessary bodies regarding permissions.	Principal Contractor	HSE and Other Statutory Bodies
Approval of contractors method statements	Principal Contractor	Sub-contractors
Emergency procedures.	Principal Contractor	Emergency Services
Site safety supervision.	Site Manager	Staff and Contractors
Technical specification.	Principal Contractor	All relevant parties
Accident reporting.	Principal Contractor	Client & HSE
H&S Legislation.	Principal Contractor	Local HSE Office Environmental Agency
Contractor approval process.	Principal Contractor	Sub-contractor
Overall project management.	Principal Contractor	Client
Day to day project management.	Site Manager	Client

In addition to the above all contractors working for MAG Construction Ltd are expected to:

- A. Conform to all health and safety regulations as laid down by Acts of Parliament e.g. The Health and Safety at Work etc. Act 1974.
- B. Establish appropriate safety, health and work procedure inspections for the job being performed.
- C. Properly instruct all employees in the execution of their job responsibilities.
- D. Enforce contractor's safety policies and MAG Construction Ltd work rules, with the latter rules governing in the event of conflict.
- E. Construction, organisation and design meetings will be held on weekly basis.

14. Consultation with Workforce

Principal Contractor and/or Site Foreman to consult safety and social issues directly with operatives. No unions are present. Safety committee will not be formed with respect to small no. of staff. Include details on the arrangements that are to be made for consulting with and co-ordinating the views of workers on site. This might be via direct contact with contractors' representatives or meetings with the following on the agenda:

- Review of health and safety reports.
- Reporting of accidents, dangerous occurrences, near misses.
- Recommendations of any contractors.

15. Training

Once in 2 weeks. To be given by Director or Site Manager and First Aider. Records to be archived at the Site Office.

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16. Site Set Up

- A. All facilities will be provided for the use of all contractors and visitors. A microwave will be provided for heating food. An electric kettle will be provided for making hot drinks. A toilet will be designated for use during works. Washing facilities will be provided in the toilet room.
- B. If welfare facilities are to be used it is with the caveat that all work-wear, outerwear and high vis clothing is removed/ changed before using any commercial facilities outside of the site boundaries, and that washroom and toilet facilities are left in the condition in which they are found.
- C. All areas will be regularly maintained and kept clean and tidy.
- D. Area will be suitably equipped with fire points and firefighting equipment, which will be regularly maintained and certified.
- E. The storage of materials will be in a designated and protected area on site.
- F. The removal of waste will be under the control of the Site Manager. All waste will be stored within MAG Construction Ltd construction site. The Site Manager will inform head office as to the nature of their waste. Waste is to be removed by a registered waste carrier on a daily basis. The waste transfer notes are to be kept on site and forwarded to the Head Office of the Company on a weekly basis.
- G. There are adequate services available within the building. All temporary power, water, etc. shall be fed from internal sources.
- H. Make sure hand cleaning facilities or hands sanitisers are available at the entrance of any room where people eat and should be used every time entering and leaving the area

17. Welfare Facilities Location

There will be a portable toilet provided by PC, located at the garden that will be used by the site operatives during the construction works. There will be access to suitable washing facilities and sanitary conveniences with hot and cold (or warm) running water, soap and towels (or other means of drying). A temporary building placed in the garden will be used as a resting area and a canteen where workers can take a break from work. It will have sufficient seating and a table and will be free of any hazards, allowing workers to remove Personal Protective Equipment (PPE) and relax. Eating facilities and microwave will be provided so workers can make their own hot drinks and food which can be eaten in a hygienic environment.

18. First Aid Arrangements

- A. **First Aiders:** Daniel Majówka
- B. A fully equipped **first aid kits** are placed in the canteen and in the site office and will be maintained and restocked as necessary by MAG Construction Ltd
- C. All accidents however trivial must be reported to the Site Supervisor who will ensure that these are entered in the accident book that is to be kept in the site office.

The address and telephone number of the nearest Accident and Emergency is:

Address	Hillingdon Hospital, Field Heath Rd, Uxbridge UB8 3NN
Tel.	1895279314

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19. RIDDOR Reporting

- A. The Company is required under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR) to have effective systems in place for the recording, investigating and reporting of accidents and dangerous occurrences at work.
- B. All accidents however minor will be recorded on Form B1 510. The Site Manager will record the details of the accident and countersign each accident statement. First aid treatment will be recorded in the first aid treatment book.
- C. Contractors are to report any notifiable accidents in accordance with RIDDOR. The Site Manager / Site Foreman is to be given a copy of form F2508 for reporting and B1 510, the on-site accident book. Details of every accident, however minor, will be notified to the Company at Head Office. Such accidents will be investigated by the Company Health & Safety Advisor and will be reviewed at the regular Health & Safety Review Meetings. Serious bodily injury or diseases, and conditions defined as dangerous occurrences need to be notified directly to the Health & Safety Executive. This must occur immediately by telephone on 0845 300 9923. For internet reports go www.hse.gov.uk.
- D. Copies of all reports will be made available on request to the Client or H&S co-ordinator Contract Administrator and Principal Designer.

20. Fire and Emergency Procedures

Regulations for a fire action are placed in the canteen. Fire extinguishers are placed in the canteen next to the first aid kit and by the stairs on each floor.

An existing fire alarm will be kept fully operational during construction works for as long as possible. If this is not possible temporary wireless automatic fire alarm system will be provided.

The Principal Contractor must provide a nominated person in charge of fire deputy duties to ensure that all areas of work are evacuated. Operatives must be made aware of the particular part of the building in which they are working and listen for fire alarm announcements. Should an evacuation alarm be sounded all operatives and contractors should report to the main entrance on the ground floor from wherever they happen to be on site and then proceed to the designated assembly point at the front of the building marked with appropriate sign. This allows for all operatives from the building being evacuated to be accounted for in the roll call.

21. Arranging for Monitoring

Regular site inspections with co-operation with the Client and Site Manager should be planned on a monthly base.

22. Personal Protective Equipment

- A. Equipment and clothing suitable for the tasks to be performed shall be provided in accordance with the Personal Protective Equipment Regulations 1992
- B. Dust masks and goggles should be employed where the risk of dust inhalation or eye damage is possible. Where operatives are required to wear FFP3 masks, a mandatory face fit test will be provided.
- C. Other PPE is to be worn as indicated in risk assessments and method statements and the PPE should be suitable for the task.
- D. Suitable PPE to be kept on site by the main entrance for use by the Client's Team and visitors

WORKING TOGETHER

23. Site Safety Rules

To follow is a full list of our Site Safety Rules:

1. Safety Hard Hats must be worn by all persons on Site. This includes visitors and sub-contractors. Contractors and sub-contractors must ensure that Safety Hard Hats are worn by all their personnel whilst on site.
2. The Site must be kept clean at all times, and all rubbish must be cleared away from the work area as soon as practicable.
3. All personnel must be properly informed and adequately trained for the work they are employed to carry out.
4. Non English speaking site personnel must be supervised at all times by a fluent speaker of that language, whom will act as a communicator between them and the site manager and the director.
5. Personal Protective Equipment and suitable clothing appropriate to the task being carried out must be worn at all times.
6. No drugs or alcohol are allowed on Site, and any person who is considered to be under the influence of alcohol or drugs will be removed from Site.
7. No smoking or carrying of matches/lighters will be permitted on Site, except in specially designated areas.
8. All dust, noise and pollution must be kept to a minimum and measures taken to prevent any nuisance arising from the carrying out of work.
9. No explosives or explosive powered equipment may be used on Site.
10. No playing of radios, cassette/CD players, Walkmans or similar equipment is allowed on site.
11. No radio transmitters are allowed on Site without written permission.
12. No percussion, hammer action tools or vibration equipment is allowed on Site without written permission.
13. No visitors, contractors, sub-contractors or their staff will be allowed to remain on Site unless they fully comply with the "Site Access" requirements. Visitors must also be accompanied at all times.
14. No unauthorised advertising, publicity or disclosures are allowed.
15. No parking on Site, except in areas designated by the Site Supervisor.
16. No abusive language, wolf whistling, horse play or unruly behaviour on Site.
17. No fires on Site.
18. Lone working is not permitted on Site.
19. All visitors, contractors, sub-contractors and their staff must familiarise themselves with the emergency evacuation procedures on Site
20. Equipment must only be used in the correct manner and for its intended purpose.
21. Only 110v or battery operated equipment is allowed to be used on site. 230v equipment is not permitted.
22. Any procedure, arrangement or restriction imposed by the Site Supervisor or other authorised person must be strictly adhered to.
23. Any injuries, however minor, shall be reported and recorded in the accident book located in the site office.
24. The permitted hours of working are as follows:
MON - FRI : 8AM - 6PM
SAT, SUN (and Bank Holidays) : NO WORKING
These hours apply to any work which is audible at the site boundary.

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24. Site Induction

- A. All operatives will receive a site specific induction; once this has been completed a pass will be issued. Operatives will not be permitted to enter into areas that are outside of the project boundary. All operatives which are new to working with MAG Construction Ltd prior to site access to ensure that they are suitable to be allowed on site.
- B. All Contractors/Operatives are to:
- Sign the site IN-OUT with Security and the site register on a daily basis.
 - Each operative must attend an induction course before starting work.
- C. Under no circumstances must oils, solvents or chemicals be disposed of down drains and care must be taken to avoid accidental contamination
- D. All Visitors should report to the Site Office and sign the Log Book.
- Operatives shall work within the designated areas for their project and not attempt to “wander” around the site; additionally they may be allowed to use the welfare facilities. Attempts to move into unauthorised areas will not be allowed.
- E. Safety footwear, Hi Viz, Gloves, Hard Hats and Safety Spectacles are to be worn at all times. Failure to comply with this condition will lead the offender liable for expulsion from site. Working clothes, which befits the nature of the operation, should be worn at all times.
- F. Vehicles and mobile construction plant must never be left unattended with the engine running.
- G. There is no smoking allowed anywhere on any MAG Construction Ltd this includes the use of ‘electronic cigarettes’ any person smoking in any other place on site is likely to be removed from the site permanently.
- H. All personnel must comply with MAG Construction Ltd Health and Safety Policy. Copy available from the Site Manager.
- I. Welfare facilities, including toilets, must not be abused by any site personnel. Failure to observe this rule will result in costs for repairs being deducted from sub-contract payments.
- J. All accidents/ dangerous occurrences should be reported to the Site Manager immediately.
- K. All working notices/ signs should be obeyed at all times.
- L. It is the responsibility of all personnel to ensure that all arising’s and rubbish are deposited in skips provided, and is never left to accumulate. Failure to observe this rule will result in disciplinary procedures. All operatives should adopt a tidy method of working.
- M. The presence of drugs or alcohol is forbidden. Any operative working under the influence of such substances will be expelled from site immediately.
- N. A Permit to Work System operates on the site for working at height, hot works and electrical works. These are available through the Site Manager.
- O. Electrical hand power tools are to be kept in GOOD condition. The PUWER register is to be filled in prior to any works. Leads, transformers and junction boxes must carry a current portable appliance test notification affixed to each individual piece of equipment. Failure to do so will leave our Site Manager no alternative but to cease the use and have the equipment removed from site.

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25. Health and Safety File

Health and Safety File / Closure Report

The Health and Safety File will be maintained by the Principal Designer and will normally contain the following information:

- As built drawings and plans used and produced throughout the construction process.
- The design criteria.
- Details of equipment and maintenance facilities within the project.
- Maintenance procedures and requirements for the project.
- Manuals produced by specialist contractors and suppliers, which outline operating and maintenance procedures and schedules for plant and equipment installed as part of the project.
- Copies of all surveys undertaken including Asbestos, hidden services etc.

The following is the proposed contents of the Health and Safety File / Closure Report

1. Executive Summary: A brief description of the scope of work, programme outcome and conclusions.
2. Primary Information: Parties to the project, location of the site, facility history, geology and environmental sensitivity as appropriate.
3. Scope of Work: Diary of works, and method statements.
4. Disposals: Information regarding quantities and contamination of materials removed, certificates as appropriate.
5. Photographs: Pictorial record of work.
6. Any Other Relevant Information.

ORGANISE

26. Project Risk Assessment

- A. The risk assessment review has been carried out by MAG Construction Ltd and a copy of the risk assessment is available and held onsite within the site file
- B. The major risks known to the Project but not limited to are:
- Working at height
 - Manual handling
 - Dust
 - Vibration
 - Asbestos
 - Noise
 - Isolation/ utilisation of Electricity / Gas/ Water/ Data
- PLEASE SEE THE RISK ASSESSMENT ATTACHED FOR ALL RISKS AND SAFETY MEASURES
- C. The areas of high risk are identified within the Risk Assessment.
- D. Site operations will be continually reviewed by site supervising staff, Principal Designer and the Client. At the Company's internal review meetings, health and safety planning, risk review and general performance will be discussed.
- E. Plant operators are to be fully certified and must show evidence of current training.

27. Major Risks and Control Measures

- A. Protection of non-site personnel and public - Delivery Driver to take care when opening doors or curtains as to the security of the public and the load. Delivery vehicle door or curtains only to be opened from the ground and no entry to be made to the vehicle whilst the doors or curtains are open. Tail lift only to be operated under manufacturer's recommended weight limits and only by a qualified person. Due to the safety of pedestrians walking by all deliveries and waste removals will be planned and taken only in predesignated, adequately signed area. There will always be a banksman supervising safety of delivery, loading and unloading of the lorries and keeping public outside of delivery area. Each time delivery is finished entrance to the construction site will be locked to prevent unauthorised access. There are limited provisions for parking. Consideration will therefore need to be given to planning deliveries and removal of material, equipment and waste.
- B. Working at height - The site supervisor will ensure that towers and ladders are inspected at regular intervals not exceeding 7 days, after any substantial addition, dismantling or alteration and after any event likely to have affected its strength. All inspections must be recorded. Ladders used must be suitable for its intended use and environment, must be set on a firm level base and either tied off or mechanically secured at base and at the top. Ladders must be maintained free from defects. Only one person to be on a ladder at one time Materials / tools should be delivered to the work area by other means and not carried up the ladders. When using a ladder operatives must ensure that there are three points of contact with the ladder at all times.

D. Isolating / Commissioning of service - Ensure a safe system of work has been implemented. Equipment is to be checked with a compliant tester, insulated hand tools and competent electrician prior to commencing works and approved by site supervisor. Switch off installation to be isolated, verify with voltage indicating device that no voltage is present and reconfirm again. Ensure all electrical equipment is made dead and locked off by a competent electrician and retain the keys. Provide warning notices and double check installation is dead. Issue a permit to work where necessary. Continual vigilance and monitoring of circuits to be undertaken by competent electrician.

E. Hot works - A hot work permit system shall be implemented onsite by the Principal Contractor. Site operatives must comply with safe procedures and manufacturers instructions whilst undertaking hot works. Only suitably trained and competent personnel are permitted to carry out hot works. User must ensure all combustible materials are removed, with flammable liquids and gas cylinders beyond the range of the blowtorch/ welder/ brazing equipment. When using a blowtorch/ welder/ brazing equipment on metal surfaces, combustible material in contact with the metal behind or adjacent to the work area should be removed before work commences. A fire watch shall keep a watch whilst work is in progress for signs of fire or smouldering in the immediate vicinity. Ensure a portable fire extinguisher is readily available wherever and whenever hot works are in progress. Always extinguish a blowtorch/ welder/ brazing equipment when not in use and never leave it burning unattended. Ensure adequate ventilation where gas burning appliances are in use. Ensure area is checked thoroughly at the end of the work period and signed off on hot works permit as being safe by site supervisor and user. Make sure all Hot Works are ceased at least 1hr before the end of each working shift with a final 'Fire Check' carried out immediately prior to departure

28. Construction Traffic:

Vehicle parking for site operatives

Due to the nature of the site there is no vehicle parking for the construction team or visitors within the confines of the site. There is a possibility for parking at the front, external to the construction site itself. The roads around Larne Rd have the appropriate spare capacity to accommodate daytime parking. Wherever possible, subcontractors will be encouraged to commute to site by public transport and to plan the sharing of vehicles for their team members and their required tools, to minimise any disruption to neighbours.

Vehicle Routing

To avoid manoeuvring, reversing and turning round there will be designated access and egress route for all deliveries 2

ACCESS: Eastcote Rd -> Larne Rd

EGRESS: Larne Rd -> W Hatch Manor -> Windmill Hill

Loading and unloading of Materials

All of the supply chain will be given instructions which clearly state the methodology for the delivery of plant, machinery, and materials to the site, with any time constraints. This will enable the receipt of materials to be coordinated with site staff, so deliveries can be received on to site as safely and efficiently as possible. Delivery times will avoid 08:00hrs – 09:00hrs and 14:30hrs – 15:30hrs to avoid rush hour and school traffic. Due to the size and frequency of deliveries designated holding areas will not be necessary. **All loading and unloading operations will occur within confines of the property, in front of the existing building and future construction site. Loading/unloading operations will not be carried out on Larne Rd or surrounding residential roads.** The use of a competent banksman will be adopted wherever applicable, to direct and co-ordinate movement of large vehicles safely to and off prearranged designated loading area situated in front of the site entrance. To ensure adequate pedestrian and vehicle separation the delivery area will be segregated from traffic with the use of traffic cones and pedestrian barriers.

29. Construction Traffic Washing

Due to the restricted vehicular access onto the site, road vehicles will be kept out of the construction site. Therefore, the transfer of site dirt from construction traffic onto the public highway is avoided. Where a vehicle or a site equipment such as wheel barrow or hand pallet truck is required to enter a designated area, they will be inspected by the Site Foreman prior to leaving the site for any defects, excessive dirt, mud and obstructions associated with their wheels and undercarriage. If such site equipment and vehicle is not free from any site contaminations, they will be manually washed and cleaned to remove any dirt, mud or obstructions from their wheels and undercarriage. An onsite 'wash station' will be set up, which will comprise a pressure washer and brushes for use to clean equipment that have become muddied.

30. Public Highway Cleaning

As far as feasible, it is proposed to prevent any mud and deleterious material from being brought onto the highway by means of organising the site and its infrastructure as detailed elsewhere. This also reinforced further by adopting rigorous site maintenance strategies where the provision of manual cleaning devices shall be provided for site equipment. In addition to these measures, roads and footways in the vicinity will be regularly inspected and cleaned as necessary. Given the scale of the works, this is likely to be undertaken manually, with the option of using a mechanical wet road sweeper if required.

31. Dust Suppression

The site management will have in place dust prevention and mitigation measures bearing in mind the principles and recommendations of the "Control of dust and emissions from construction and demolition – Best Practice Guide" (London Councils 2006) and the "Control of dust from construction and demolition activities". Site strategies and operational measures will be implemented to control the emission of dust, dirt and odours during site demolition and construction. These procedures will minimise any unnecessary nuisance and contamination generated by the construction operations and their impact on the neighbours.

The principle measure is limit the production of dust at source by adopting working methods and using equipment that minimise dust production such as;

- Wet cutting in lieu of dry cutting – masonry / tile/bridge/slab wet cutting machine.
- Vacuum extraction – power tool mobile dust extraction
- Wetting of working area – pressurised water tank dust suppression kit.

Therefore, any dust and debris created will be cleaned and removed to prevent secondary spread beyond the working area. Stored materials and deliveries are to be covered to prevent wind-blown migration

32. Noise Suppression

Unless specified otherwise the recommendations in B.S. 5228:1984 'Code of Practice for Noise Control on Construction and Open Sites, Guide to Noise Control Legislation for Construction and demolition including Road Construction and Maintenance', will be adhered to for noise levels at the site boundary and within the site.

Noise can be very disturbing to neighbours. Therefore, the following steps will be taken to ensure that noise issues are managed effectively during the construction phase;

- A. noisy work, such as that which involves plant and machinery, will only take place within prescribed hours. These hours are;
08:00 — 18:00 Monday to Friday
08:00 — 13:00 Saturdays.
No work will be undertaken on Sundays or Bank Holidays
- B. Where such options exist and are practical, less noisy construction techniques will be used
- C. Particularly noisy operations will be scheduled to be undertaken at the times of day least likely to disturb our neighbours.
- D. Noise assessments are to be conducted for all plant and machinery.
- E. Sensible positioning of plant and site equipment, together with the strategic use of temporary acoustic baffles / sound enclosures onsite and utilise technological advances such as suppressed / insulated equipment will ensure noise reduction is kept to a minimum.
- F. Only sound -reduced compressors' will be used, with properly lined and sealed acoustic covers fitted in accordance with the manufacturer's instructions and kept closed whenever the machines are in use.
- G. All ancillary pneumatic percussive tools will be fitted with mufflers or silencers of the type recommended by the manufacturer.
- H. Machines in intermittent use will be shut down in periods between work periods or throttled down to a minimum.
- I. Site radios will be at the discretion of the Site Manager, and where permitted on site the volume will be kept at a reasonable level.

33. Construction Waste Disposal

Waste management is addressed in accordance with the waste hierarchy:

Reduce - Where possible waste is avoided. This starts in the design process, by (for example) using standard sizes and modules of materials, by incorporating existing site materials into the scheme and with modern methods of construction such as off-site manufacture. Once on site, the provision of appropriate storage for materials can eliminate product lost to mechanical and water damage.

Reuse - Waste materials can be reused on site or on other sites to prevent them entering the waste management chain. By way of example, offcuts may be used by other trades. Some excess material may be suitable for use on an alternative site. In addition, packaging waste should be returned to the supplier or to other users (e.g. pallets) . Where possible demolition waste is crushed on site into 6F2 and re-used as sub-base in the permanent works. Where bulk materials such as soils and demolition wastes cannot be reused on site then a suitable destination for reuse is sought. Recycle

As far as practicable, segregated waste containers will be provided on site for all materials which have a recycling market, such as;

- A. brick and concrete
- B. wood
- C. glass
- D. paper / cardboard
- E. metal
- F. plasterboard
- G. waste electrical equipment

Disposal - Sending waste directly to landfill sites is to be avoided. This is essential where the waste is hazardous and there are no techniques available to remediate it (e.g. asbestos). Apart from this the only wastes consigned for disposal are the small proportions of mixed construction and demolition wastes which cannot be recycled, generally because there are not recycling markets for the material. Waste from site will be taken to an appropriate licensed location. Hazardous waste will be separated and handled as appropriate. Transport of waste materials to the appropriate location will only be undertaken by a licensed carrier registered for the type of waste being disposed of.

	Name	Position	Signature	Contact Details	Date
<p>Authorised by:</p> <p>.....</p> <p>On behalf of MAG Construction Ltd</p>	<p>.....</p>	<p>.....</p>	<p>.....</p>	<p>.....</p>	<p>.....</p>