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CONSTRUCTION PHASE HEALTH SAFETY & ENVIRONMENT PLAN
Colt LON08

Unit 3&4

Heathrow Interchange

Bullsbrook Rd

Grid reference: X (Easting) 511481, Y (Northing)180213
What 3 words: score.tuck.lowest

Issue 00 – 15/08/2024

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Document Approval & Review Status

Client/Principal Designer approved

Name	Position / Organisation	Signature	Date

C&C Project Manager approved

Name	Position	Signature	Date

HSEQ Department / Contracts Director approved

Name	Position	Signature	Date

Site Supervisor / Site Manager accepted

Name	Position	Signature	Date

Amendments or reviews to project specific CPHSEP

Issue	Date	Revision Details
00	15/08/2024	Initial draft for review and comment

This plan will be reviewed every 3 months or sooner subject to factors affecting its suitability. The review table above shall detail the nature of the document review

Contents

1. Project Details

1.1. Description

Area identified in red is the Veetech garage and office buildings where demolition and earthworks are required to be undertaken. The area above identified in blue is currently under the control of ISG Principal Contractor who are constructing the Lon4 Data Centre. Their current programme is until August 2024 where T Clarke will take over for the Fit-Out Stages of the project.
The site is currently accessed with the permission of Colt Data Centres.

The works consist of the demolition of two industrial buildings and the installation of sheet piling to the north of the site.

The scope of the project includes the following:

1. Maintaining site welfare, spill kits, first aid, fire safety arrangements including mustering and fire points, traffic routes, parking, security, boundary and watercourse protection
2. Establishing the presence of any existing utilities and or services and preparing a disconnection / diversions strategy plan. Co-ordinating disconnection of gas, water, comms and electricity.
3. Asbestos removal to facilitate safe demolition.
4. Removal of all rubbish / objects remaining in the Veetec buildings and soft strip.

5. Demolition of Veetec buildings,
6. Break-up existing ground floor slab, foundations and any adjacent hardstanding.
7. Removal of all below ground obstructions and turn over site to 2.0M.
8. Crush concrete arisings from demolition to be used
9. Remove all below ground redundant services.
10. Piling mat and piling releasing Substation 1 area by 01/12/24.
11. On completion, site to be left as hardstanding 300mm of crushed 6f5/6f2
12. Demobilisation

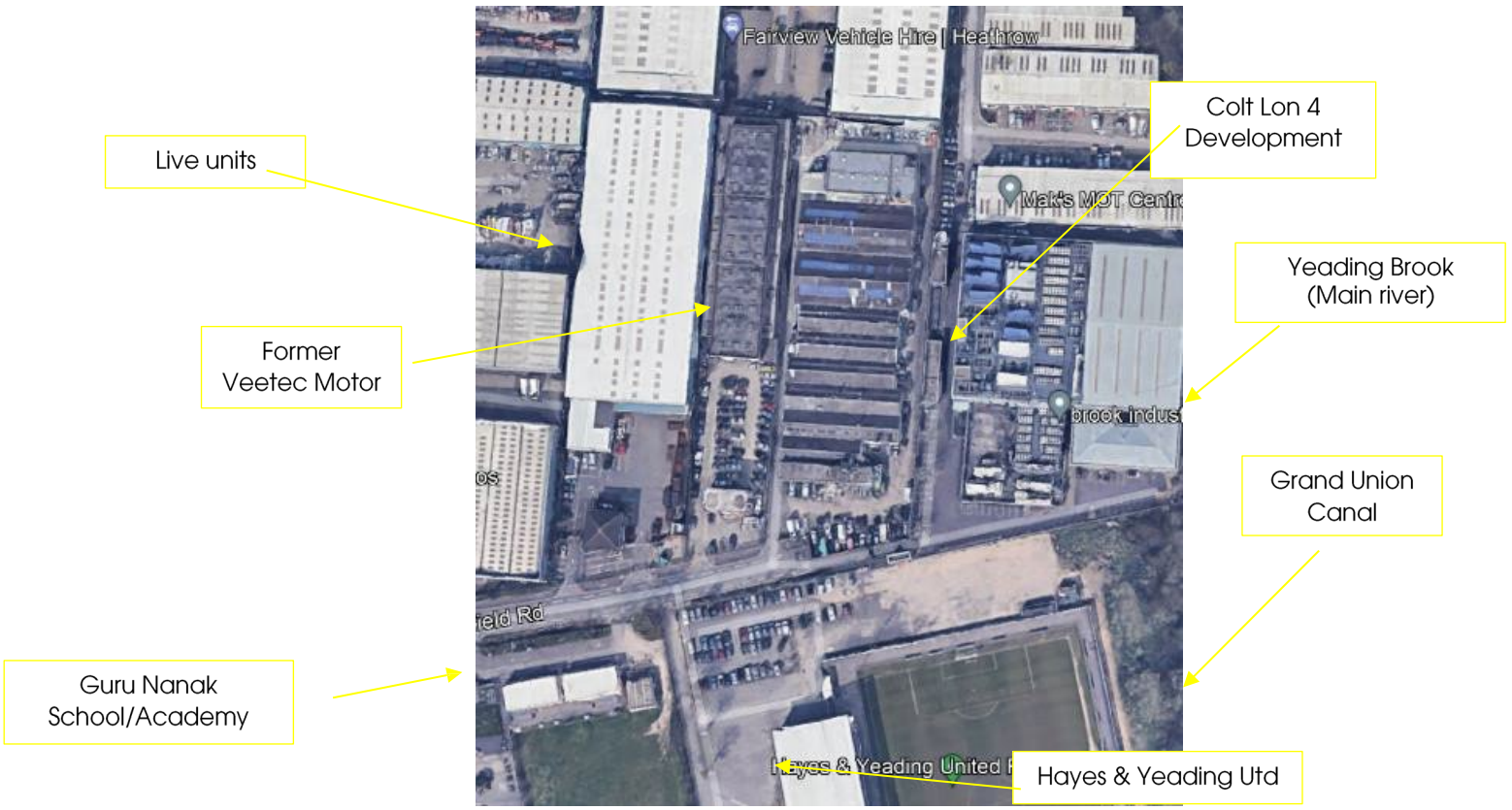
1.2. Existing information

All preconstruction information made available by the Client and their representatives or advisors and any subsequent relevant records, drawings, surveys and documentation relating to the construction phase of this project will be collated and held electronically in the project folder on Coleman's computer cloud servers. Paper copies, where produced, will be kept within the physical site starter pack folders on site.

It should also be noted there are various paper copies of drawings and O&M manuals found to be relevant at the time by the Client were included in the PCI information supplied. Further works information will also be disseminated via BIM360, Ariba and email.

1.3. Local environment

The site is located on Springfield Industrial Estate, Beaconsfield Road, Hayes, Southall, West London UB4 0SL. This is predominantly a commercial area. The site is bounded by Brook Industrial Estate to the North, Colt Lon 4 development, Yeading Brook and heavy vegetation/trees to the East (approx 10 - 15 meters away), Grand Union Canal to the South - East (approx 80 meters). Hayes & Yeading Utd football club to the South (directly adjacent to site across Beaconsfield Road), Beaconsfield Road to the South West, Guru Nanak Academy to the South West.



The majority of the site is on hard standing comprising of tarmac or concrete

1.4. Time scale

The proposed programme commences in September 2024 and completes by the 20th December 2024.

1.5. Working hours

Demolition and construction works which are audible at the site boundary shall only be carried out between the hours of 08.00 and 18.00 hours Monday to Friday and between the hours of 08.00 hours and 13.00 hours on Saturday. No works shall be carried out on Sundays, Bank or Public Holidays.

1.6. Site access

<u>General access</u>

Workers and visitors will generally access the site via the pedestrian and vehicle access gate off Beaconsfield Road.

- Site access is strictly controlled and monitored, with dedicated access and egress gates for the construction site.
- A system is in place to monitor and record the total number and identity of persons at the worksite at all times.
- Workers and visitors must complete a site-specific HSE induction before accessing the site.
- The site entrance should prominently display the Company and Contractor HSE Policy.
- Perimeter fences, segregated vehicle and pedestrian access, designated road crossings, and walkways separated from working/vehicle areas ensure controlled and safe site access.

Access to site from Beaconsfield Road. Note over head cables marked as Fibre. Goal posts installed, vehicle height and moving high sided vehicles on site determined prior by the Site Manager.

There will also a secondary access for vehicles constructed from Bullsbrook Road. Please refer to section 3.10 for specific access arrangements.

You may not be permitted access if you have not informed the Site Manager of your intention to visit site at least one day in advance.

You must not let unknown persons through the gates or leave controlled gates open (main gates should be locked/secure). You must sign in and out on arrival and departure.

Be mindful approximately 200mts from the site entrances, a new school is being built. There maybe other construction traffic operating within proximity.

Security cameras will be present on site out of hours linked to a control centre. We expect all persons to comply with security requests, whilst on site, as instructed. The site will not be accessible outside of the stated site hours unless for emergency access or where prearranged and authorised with Coleman's and security.

<u>Pedestrian access</u>
Pedestrians are expected to wear high visibility clothing when outside of controlled safe zones (for example controlled safe zones where no PPE is required would be the defined route to the welfare compound and the welfare compound). Once you are on site, use the pedestrian route to make your way to the site office and sign in and report to the Site Manager.

<u>Vehicles</u>

Workers and visitors should make contact with the Site Manager prior to arrival so that the main gate can be opened, then proceed to designated parking bays before signing in. Larger delivery vehicles are to make their way to the vehicle lock gate and make contact with the Site Manager to gain access. Delivery drivers will be instructed how to proceed on entry following designated routes.

Visitors
Visitors are to inform the Site Manager of your intention to visit site at least a day in advance. If driving, follow the instructions above for vehicle access. If on foot, make contact with the Site Manager who will arrange for the gate to be opened.

Induction process
All persons are to report to the Site Manager for a site induction at the date and time instructed. The induction includes a pass or fail questionnaire. You will not be permitted to work on site or walk around the site until you have passed the induction. Competency cards will be checked during your induction and must be produced as part of the induction process and before being permitted to work on site.
Note – the employer is responsible for ensuring that inductions are booked through the Site Manager. It will not be acceptable to simply turn up and expect to be inducted.

1.7. Site restrictions/key considerations

- Site utilities and services on site are still live, this includes electric, gas, water and drainage. Retained services are in the process of being isolated or rerouted and new service connections for future development installed or rerouted
- Yeading Brook is located in close proximity to the East boundary and must be protected from contamination or damage.
- Live units and operational industrial park in close proximity to the North boundary. It is important these structures are protected from debris, noise, vibration and dust during the works
- Live unit in close proximity to the West boundary of the Veetec. It is important these structures are protected from noise, debris, vibration and dust during the works

- School time restrictions will be implemented, not allowing deliveries between peak hours of 08:30- 09:15 and 14:50 -15:30.

- The site has attracted a lot of attention with people trying to gain unauthorised access and remove equipment. The site will need to be kept secure at all times with a constant security presence, especially out of hours

1.8. Project objectives

Health, safety and environmental objectives have been agreed for this project and will be displayed on the site noticeboard. As part of your induction process all persons connected with the works are asked to sign the objectives as a demonstration of your commitment to maintaining health, safety and environmental excellence. The following objectives have been agreed:

- Completion of project within programme duration
- Zero cases of lost time and/or reportable injuries or incidents
- Zero validated complaints from local receptors as regards statuary nuisances
- Zero damage, harm or impact to Yeading Brook
- Minimum of 95% non-hazardous waste recycling rate
- Minimum of 1 EasiApp's per week
- Minimum of 3 HazzApp's per week
- Use of HVO fuel to reduce associated fuel emissions by up to 90%

Coleman's CGMS (Coleman Group Management System) is registered to ISO 9001:2015; ISO 14001:2015; ISO 45001:2018 and PAS 99:2012. As such, this project shall adhere to the principles and assurances of these standards and Coleman Group CGMS, policies, procedures and strategy.

Important: objectives and targets are to be reviewed at the progress meetings and progress recorded on the minutes

Objectives and goals are set in line with HSE Construction Minimum Standards - DCS-COLT-XX-XXHS-K-00003 Appendix A.

1.9. Project specific hazards/risks

As a basic guide to help you understand the main hazards you may face on this project the following safety, health and environmental hazards have been identified as relevant to this project.

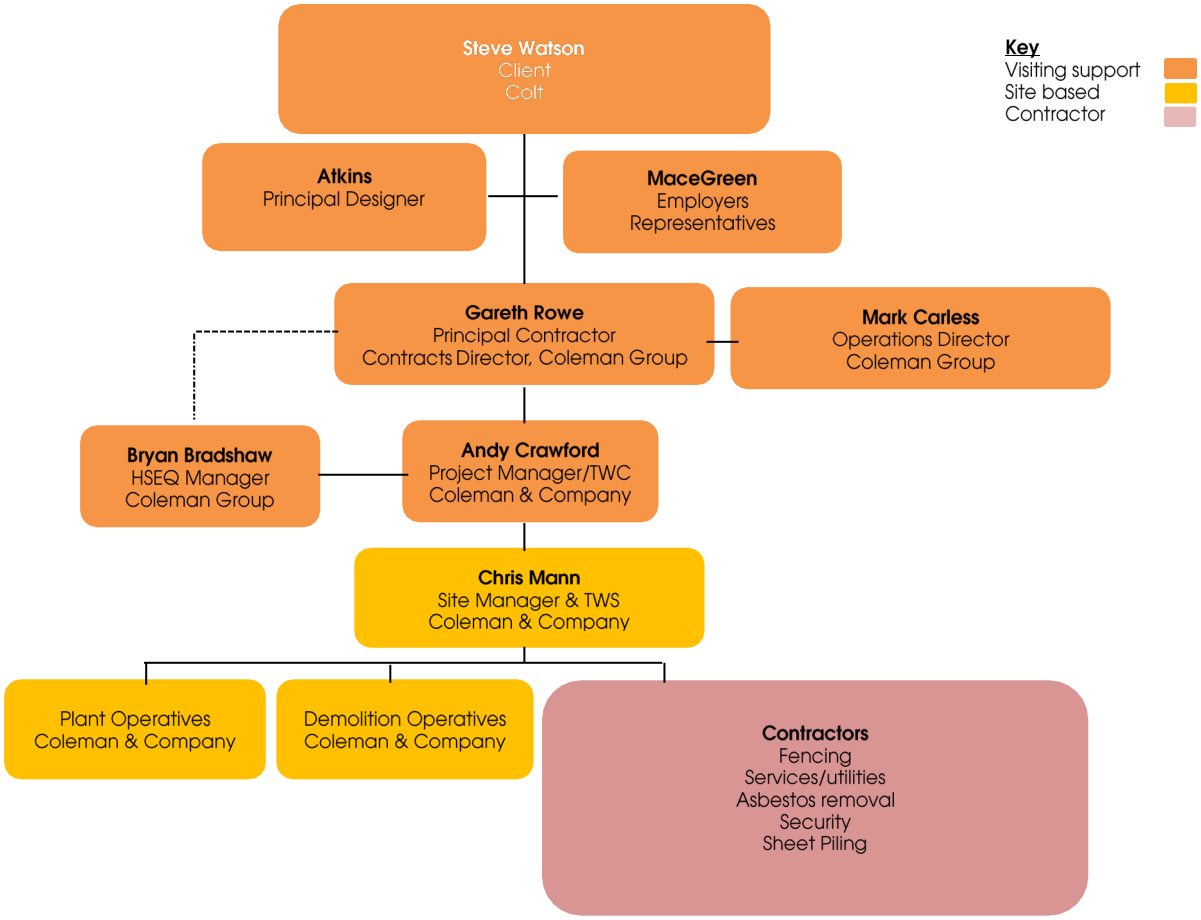
Safety		**Health**		**Environment**	

Work at height/voids	☒	Asbestos	☒	Protected species	☐
Uneven surfaces	☒	Fluorescent tubes	☒	Dust	☒
Fragile surfaces	☐	Contamination	☒	Water run off	☒
Confined space	☐	SHARPs (potential)	☐	Noise	☒
Live services	☒	Insulation materials	☒	Waste	☒
Underground voids	☒	Hot works	☒	Luminescence	☐
Structural instability	☒	Smoke detectors	☐	Ground vibration	☒
Coordination of works	☒	Dust (silica)	☒	Use of local highway	☒
Glazing	☐	Leptospira	☒	Odour	☐
UXO (potential)	☒	Legionella	☒	Discharge	☐
Excavation/backfilling	☒	Guano (potential)	☒	On Site treatment	☐
Pressure vessels	☐	Weather	☒	Contaminated land potential	☒
Demolition (traditional)	☒	Diesel/fuels	☒	TPO's	☐
Falling materials	☒	Manual handling	☒		☐
Use of hand tools	☒	Covid 19	☒		☐
Lone working (security)	☒	Radon	☐		☐
Public interface	☒	Contaminated land potential	☒		☐
Working near water	☐		☐		☐
Use of local highways	☒		☐		☐
Vehicles & pedestrians	☒		☐		☐
Lifting	☒		☐		☐
Trespass/vandalism	☒		☐		☐
Multiple trades	☒		☐		☐
Hot works	☒		☐		☐
Scaffolding	☐		☐		☐
Flammable gas/items	☒		☐		☐
Temporary works	☒		☐		☐
Dismantling	☐		☐		☐
Proximity to live buildings	☒		☐		☐

Method statements and risk assessments will be developed to control the risks posed by hazards identified in the table above however further site specific considerations or monitoring requirements are outlined in further sections of this plan.

2 Management of the Work

2.1 Project organogram



2.2 General day to day HSEQ responsibilities

Project Manager

Note this list is not exhaustive – the Project Manager has assigned responsibilities and duties under their role as detailed in 'P555 Role Profiles'.

- Ensure that sufficient resources are made available to commence site operations; this includes making sure a full time Site Manager is present
- Ensure RAMS are developed for activities on site, ensuring sufficient time is allowed for internal and external review and approval

- Ensure RAMS have been fully approved under the company CRRM process before being issued to the Site Manager
- Ensure the SSP is handed over to the Site Manager and that the Site Manager is inducted to site
- Fulfil the role of TWC
- Ensure sufficient time is allocated for on site attendance and ensuring methodology is being followed and standards maintained
- Ensuring only approved contractors are used on the project
- Review subcontractor RAMS ensuring they are sufficient before issuing to site
- Updating of project progress meeting minutes and tracking achievement of objectives
- Completion of at least one EasiApp per month and promotion of platform usage

Site Manager/Supervisor

Note this list is not exhaustive – the Site Manager/Supervisor has assigned responsibilities and duties under their role as detailed in 'P555 Role Profiles'.

- Check that suitable welfare facilities are available for the number of workers/visitors
- Ensure that all persons sign in and out
- Induction of all workers/visitors (including competency check)
- Conduct the daily task briefing (pre & post), undertake regular tool box talks on relevant subjects and keep the daily hazard boards up to date
- Check Coleman Group RAMS have been signed off correctly under CRRM and that sub-contractor RAMS have been reviewed before putting them to work
- Conduct RAMS briefings (including checking workers have signed and understood)
- Issue of permit to work and subsequently close out when finished or expired
- Check that plant and equipment inspections are completed and where faults are identified, items quarantined, and remedial action undertaken
- File paperwork and electronic documents in the SSP or electronic contract folders
- Ensure any RAMS or drawings that are superseded are withdrawn from use
- Issue 2-way radios to ensure all work groups have access to authorised comms
- Check all workers are following the safe system of work and working safely
- Promote hazard reporting and the use of HazzApp (noting Site Manager/Supervisor has a target of 1 EasiApp and 3 Hazapps per week), ensuring open items are suitably closed
- Report all accidents, incidents and near misses to the Project Team

- Keep the Site Waste Management Plan up to date
- Keep the Supervisors diary and allocation sheet up to date
- Fulfil role of the First Aider
- Fulfil role of the appointed Fire Warden
- Fulfil role of the Temporary Works Supervisor (TWS)
- Liaise with local receptors as needed

HSEQ Manager

Note this list is not exhaustive – the HSEQ Manager has assigned responsibilities and duties under their role as detailed in 'P555 Role Profiles'.

- Ensure RAMS have been approved and authorised as per company CRRM procedure for activities on site
- Ensure that the project is meeting its HSE objectives including HazzApp and EasiApp targets
- Ensure the site is subject to frequent inspections and audits and that identified issues are addressed
- Ensure processes and works are in line with RAMS, legislative requirements, and company/industry standards
- Ensure accidents, incidents and near misses are investigated and lessons learnt
- Ensure complaints are investigated, escalating to a non-conformance where relevant and issuing of lessons learnt
- Review the CPHSEP, fire risk assessment and aspects & impacts register as required

Operatives/workers/visitors

Note this list is not exhaustive – Coleman Group employees have assigned responsibilities and duties under their role as detailed in 'P555 Role Profiles'. Generally, workers on the site are to abide by the site rules

- Do not start work until you have been inducted, briefed about the works and signed the daily briefing, RAMS and permit to work
- Only carry out work you are authorised and trained to do following the instructions of your supervisor

- Do not carry out any task that can not be completed safely
- Ensure you have the right tools for the job and complete plant and equipment pre use inspections – reporting any safety issues to the Supervisor
- Do not misuse equipment or interfere with anything provided in the interests of health & safety or environmental preservation
- Report to us any shortcomings in the site arrangements, or general SSOW controls
- Do not access areas you are not permitted to access
- Report all accidents, incidents or near misses

2.3 Project contacts (including emergency contacts)

Note that this contacts list is designed for key project contacts, including emergency contacts. A wider project directory will also be made available

Role/Company	Contact	Tel/Email
Client – Colt	Steve Watson	M: …… E: steve.watson@colt.net
Client Project Management - Macegreen	Josh Stevens	M: 07498 332 548 E: joshstevens@macegreen.co.uk
Principal Designer – AtkinsRealis	Richard Glazzard	M: 07834 506 830 E: richard.glazzard@fgould.com
Client Structural & Civil Engineering - ARUP	David Miller	T: 01413 328 534 E: david.miller@arup.com
Client MEP & Services	tbc	T: …… M: …… E: ……
Principal Contractor – Coleman & Company	Gareth Rowe (Contracts Director) Mark Carless (Operations Director) Andy Crawford (Project Manager) Bryan Bradshaw (HSEQ Manager) Ed Aslin	M: 07712 885 686 E: gareth.rowe@coleman-group.co.uk M: 07967 047 044 E: mark.carless@coleman-group.co.uk M: 07540 418 676 E: andy.crawford@coleman-group.co.uk M: 07815 054 536 E: bryan.bradshaw@coleman-group.co.uk M: 07974 970 283

	(Engineer) Chris Mann (Site Manager)	E: ed.aslin@coleman-engineering.co.uk M: 07841 340 463 E: chris.mann@coleman-group.co.uk
Security	tbc	T: …… E: ……
M&E	tbc	T: …… E: ……
Neighbour – Guru Nanak Sikh Academy	Reception	T: 0208 573 6085 E: admin@gnsa.co.uk
Hayes & Yeading Utd football club	Andy Corbett	T: 020 8573 2075 E: andy.corbett@hyufc.co.uk
B&W Distributors		E: 0208 109 2376
Marks MOT Centre	Reception	T: 02085 737 464 E: info@maksmotcentre.co.uk
CineArk	Reception	T: 020 8756 0852 E: info@cineark.net
Environment Agency	Enquiries Incident hotline Flood line	T: 01709 389 201 E: enquiries@enviornment-agency.co.uk T: 0800 80 70 60 T: 0345 988 1188
Health & Safety Executive	Fatal/specified/major incidents	T: 0345 300 9923 (M-F 08:30-17:00)
A&E – Ealing Hospital	Uxbridge Road Southall, Middlesex UB1 3HW	T: 020 8967 5000
Fire/Police/Ambulance	N/A	T: 999 (111 for non-emergencies)
Gas – Cadent	Emergency Enquiries	T: 0800 389 8000 (general) T: 0800 111 999 (emergency)
Electricity – SSE	Emergency Enquiries	T: 0800 048 3516 (general) T: 0800 072 7282 (emergency)
Water – Affinity Water Sewerage – Thames Water	Enquiries Enquiries	T: 0345 357 2407 (emergency) T: 0800 980 8800 (general)

2.4. Permission to work

Workers on this site are only permitted to commence works under the following conditions:

- You have been inducted (CGMS F406 induction record) by the Coleman & Company Supervisor and provided records of competency
- You have read and signed in acknowledgement all relevant safe systems of work to the tasks you are performing

- You have signed and committed to the project objectives
- You have signed and understood the daily works briefing
- You have the appropriate PPE
- You agree to participate in security searches and random, for cause and post incident drug and alcohol testing as is deemed necessary

Important: before starting work, you must have been inducted to site, attended the daily briefings and the work you do on site must be covered by relevant RAMS. Stop and ask if unsure

2.5. Safe systems of work

Coleman's method statements and risk assessments are to be developed and reviewed in line with:

- CGMS F472: Method statement & P473: RAMS
- CGMS G473: Method statement sign off guidance
- CGMS P222: CRRM Grading matrix for sign off; and
- CGMS F475: Risk assessment

Contractors are not required to adopt Coleman's templates, but documents must be submitted at least 2 weeks prior to commencement to allow for review. Contractor RAMS will initially be reviewed by the Project Manager and then Supervisor utilising form F479 'Assessment of Subcontractor RAMS'. This assessment will be attached to the RAMS. The HSEQ Manager will be invited to review asbestos RAMS, scaffolding RAMS and other RAMS equivalent to Coleman Group CRRM CAT3 risk grading.

Please also see design changes section of this plan for further information of management of change.

Coleman & Company shall issue permits for the following items:

- CGMS F518: Permit to work - general works;
- CGMS F485: Hot works permit (valid for shift only);
- Confined space entry (valid for shift only);
- CGMS F521: Permit to excavate (valid for 5 days only);
- CGMS F870: Permit to lift;
- CGMS F546: Permit to remove asbestos;
- CGMS F812: Permit to load.

2.6. Contractors, coordination and communication

Please refer to the project organogram (2.1) and contacts list (2.2) for typical supply chain contractors involved in these works. To ensure effective and regular coordination and communication involving all parties involved in this project, the following arrangements have been implemented:

- Pre-start CDM duty holder meeting
- New worker and visitor's induction (CGMS F406 induction record)
- Recorded daily pre work and post work briefings (F403) led by the Supervisor and capturing the entire workforce (includes for work coordination between different working groups)
- Use of daily hazard board to display risks and no go areas
- Use of 2 way hand held radios
- All Supervisors are issued with a company phone and have access to email;
- Recorded weekly toolbox talks (or more frequent as directed by the Supervisor); led by the Supervisor and capturing the entire workforce (F257)
- Regular liaison with other off-site contractors
- Regular progress and health, safety and environmental meetings involving the Client, Contractor & Principal Designer (and other management parties as deemed necessary)
- Letter drop to local businesses and high risk receptors impacted by the works
- Project hand back meeting for CDM duty holders
- Coleman's will remain Principal Contractor for the site. As such, we have agreed with the Client that all Client approved appointed contractors will be provided with updated plans of the site as to where their works can commence; handed over areas will be controlled and managed by the Contractor not forgoing general site rules, RAMS and permits; undergo a Coleman Induction; participate in daily briefings; be issued Coleman permits to works; submit RAMS in advance of works for reference; utilise welfare provided by Coleman, wear PPE as outlined within Coleman site rules; and help maintain generally safety and welfare arrangements on site

Coleman appointed contractors utilised on this project will be selected from the company approved supplier database only. Whilst contractor companies will be expected to provide their own dedicated supervision, such companies are responsible for ensuring they keep Coleman & Company regularly informed as to progress and any safety or environmental issues that may arise. The standards applied by all parties will be monitored by Coleman & Company and if this falls short of our expectations then this may result in disciplinary proceedings and you or your company subsequently being removed from the project or your preferred supplier status being reviewed.

Important: under no circumstances are unapproved Contractors to be engaged for these works. All contractor RAMS are to be reviewed and approved in advance of the works. Contractors are not required to adopt Coleman Group templates, but documents must be submitted to Coleman Group at least 2 weeks prior to commencement to allow for review. Contractor RAMS will initially be reviewed by the Project Manager and then Supervisor utilising form F479 'Assessment of Subcontractor RAMS'. This assessment will be attached to the RAMS. The HSEQ Manager will be invited to review asbestos RAMS, scaffolding RAMS and other RAMS equivalent to Coleman Group CRRM CAT3 risk grading.

No contractor is permitted to sub-contract work unless they have themselves carried out an approval process on the sub-contractor and the sub contract has been approved by the C&C Project Manager

2.7. Site rules

The site rules for this project are included in the SSP (site starter pack) and located on the site noticeboard. The rules will be explained to you by the Supervisor during your induction.

Important: failure to adhere to the rules may result in disciplinary action and you being removed from site.

2.8. Accidents, incidents, near misses and hazards

All accidents, incidents and near misses regardless of how trivial they appear are to be reported to your direct Supervisor and the Site Manager as soon as it is safe to do so. This will enable the situation to be assessed, corrected and investigated. Subsequent escalation and investigation will follow company procedures (i.e. inform ASAP the Client & Project Manager and HSEQ Manager) but the Site Supervisor shall take full control of the situation on site. For Client appointed contractors, whilst Coleman remain Principal Contractor, the Coleman Site Manager must be informed of any accidents/incidents. The Contractor will conduct and issue their own investigation.

Following any high severity or high potential severity accident or incident where your behaviour, acts or omissions may have played a part in its occurrence, you may be subject to 'for cause' drug and alcohol testing. If this is the case and you refuse to participate, refusal will be deemed a positive result and therefore you will be removed from site.

Coleman's HSEQ Manager will notify on behalf of the company all relevant enforcing authorities where required following an accident/incident. For Client appointed

contractors, whilst Coleman remain Principal Contractor, the Coleman HSEQ Manager must be informed of any dialogue with enforcing authorities.

We encourage all stakeholders, employees and contractors to utilise The Coleman Group hazard reporting app “HazzApp” for the reporting and tracking hazards on site. The site HazzApp pin code will be posted on the noticeboard. Ask the Supervisor for further details.

Emergency contacts are detailed in section 2.2 ‘Contacts’ of this plan.

Emergency procedures for considered eventualities such as fire situations and spillages will be displayed on the site noticeboard and discussed with you in your induction.

Important: all accidents, incidents and near misses regardless of how trivial they appear are to be reported.

Important: under no circumstances must the scene of an incident be interfered with unless responding in an emergency capacity and authorised by the Project Manager/HSEQ Manager.

Important: no person is to leave site after an accident or incident unless authorised by the Site Supervisor and following assessment by the site First Aider.

2.9. Health & safety file

The Client, Principal Designer/Principal Contractor have agreed that information for inclusion in the Health & Safety File will as a minimum follow Appendix 5 of HSE publication L153: Managing health and safety in construction, Construction (Design and Management) Regulations 2015, Guidance on regulations.

The file is to be developed throughout the works and submitted in full as early as possible following completion of the works (usually within 30 days).

2.10. Design changes and management of change

It is foreseeable that design schemes and sequences proposed during this project may be subject to change. This, is not necessarily problematic as long as the management of change process is stringently controlled. This control process includes the appropriate authorisation, document control and review status, review and sign off, issue and communication of the change contained within newly developed documents or plans. Revoked documents or plans must be filed and removed form circulation and marked as “superseded” or “withdrawn”.

Design changes will be communicated via BIM360, email and meetings held with the client, subcontractor and Principal Designer. Any major changes shall not be implemented until the Client, Principal Designer and relevant Designers has reviewed and approved the changes.

Important: Coleman & Company RAMS grading, internal document review and sign off processes under CRRM and associated procedures must be adhered to.

Important: if in doubt or circumstances change, stop and speak with your supervisor.

2.11. Public interface

This project is considered as highly sensitive due to its general size and proximity to commercial enterprises. It will be important to build up a relationship with adjacent businesses and communicate with them on a regular basis the progression of the works. A dedicated public liaison officer will be appointed for the project on site, which in this case will be the Site Manager. All concerns and communications must be channelled via this route. Should any queries or concerns be raised to you by members of the public during the works, in the first instance please be polite and report this to the Site Supervisor.

Communication channels will include options of community meetings and letter drops.

In consultation with the Client, C&C will appoint a dedicated Public Relations company to oversee communications with off-site receptors/interested parties (refer to section 2.2)

Important: workers are to be mindful of avoiding shouting and foul language and that other businesses are operating around the site and may be using radios on the same frequency

2.12. Monitoring of the works

The works shall be monitored primarily by the onsite team, which will consist of a full time Site Manager. The Site Manager must be onsite at all times when work is taking place, unless an authorised understudy is agreed (i.e. during periods of leave).

Contractor companies are responsible for providing competent supervision relevant to the tasks they are undertaking throughout the course of their works. This work will however be monitored routinely by the site team and Site Manager.

The onsite team will be supported by visiting contracts and HSEQ management personnel, in addition to representatives from the Client and their consultants. There will be either contracts or HSEQ attendance on site at least on a weekly basis.

The Site Manager, Project Manager and HSEQ Manager will all conduct inspections throughout the course of the project. The expected inspection regime is as follows:

- Site – three HazzApp hazard submissions per week
- Site Manager – one EasiApp inspection per week
- Project Manager - one EasiApp inspection per month
- HSEQ Manager – one EasiApp inspection per month
- Joint Leadership Tour – one per quarter

The EasiApp dashboard will be monitored by the site and off-site management team. The Site Manger is responsible for checking the dashboard and ensuring open items raised are addressed in an appropriate timeframe i.e. within 7 days, but sooner or immediately if the level of risk warrants it.

Additionally, the site may be subject to audits from Coleman & Company internal or external auditors depending on internal auditing schedules. The Client and their representatives will undertake inspections and audits and these may take the form of joint tours. Note that due to the Coronavirus outbreak, remote audits and tours may be preferred and this requirement will be communicated in advance.

Findings from inspections and audits across all parties will be made available upon request or where forming part of progress meetings.

3. Safety Arrangements

3.1. Asbestos

All asbestos containing materials identified in the refurbishment and demolition asbestos surveys will be removed prior to works that could otherwise disturb them. The location of remaining ACM’s, will be discussed with workers and visitors during the induction process.

Asbestos is only to be removed by trained and competent operatives working to an agreed plan of work. High risk materials constituting licensable works will be removed by a licensed contractor.

Should any unexpected ACMs be discovered, works are to cease, the area barriered off and the Site Supervisor and project team informed. It is important that if you have been inadvertently exposed to asbestos and could be contaminated, you do not spread contamination to other areas, therefore local individual decontamination will be required before leaving the area. Sampling and assessment will then be organised and if confirmed as asbestos, a methodology and safe systems of work will then be developed for removal.

All demolition operatives are to hold asbestos awareness training.

The asbestos survey will be held on the K: drive (electronically) for the project but the survey is to be checked for adequacy/caveats.

Important: Before anyone set to work in any area, you must be aware of potential ACM's in that area, if unsure please ask.

3.2. Services and utilities

Site services and utilities remain in the process of being terminated or rerouted. It should therefore be noted that the site will retain live services/utilities, throughout our Principal Contractor duration, including but not limited to: gas mains, live electrics, Thames public surface water drainage, mains water supply and fire suppression system.

Statutory services information is available on BIM 360 and will be made available to the demolition contractor as part of their works planning.

The pre-construction information provided includes the following information as regards existing services and utilities, however, following mobilisation to site, C&C will authorise an additional GPR survey of the site to ensure all services/utilities have been captured.

Little information has been provided by the landlord as part of the purchase, therefore, where information is missing surveys should be undertaken to establish it.

For the benefit of doubt, only services physically marked up in green are to be removed. Live or retained services are to be marked as "live" with warning tape or sprayed red. If there is confusion over what is marked up or how it has been marked, stop and seek confirmation.

The Supervisor is responsible for checking all services against the formal handover and isolation certification to verify the accuracy for the information received and works already undertaken.

There are to be clear 'air gaps' in pipework and cables at incoming feeds with blanks removed and valves left open to allow venting. Disconnected gas pipework will be purged by Cadent under their scope and allowed to free vent with air gaps and valves left open for at least 24 hours before removal by cold cutting (i.e. excavator attachment or recip saw – not flame cutting). Services are to be chased back to air gaps if further verification is required. Live or retained services are to be protected from damage.

Protection of live services to be designed by CES and checked by client representative.

No excavation or ground penetrations are to commence without RAMS, review of site utility plans, CAT scanning and completion of a permit to excavate. Refer to section 3,11 for excavation

Important – when checking isolation certificates from utility owners or their contractors, the Site Manager must ensure the certificate provided is specific to the area and provides clear information on the status with no ambiguity. If in doubt, stop and seek advice

Important – you are not to remove services that have not been sprayed green and checked as terminated

Important – if you are unsure about the status of services and utilities, stop and seek advice

All works are to be undertaken in line with:

- HSE publication HSG247 ‘avoiding danger from underground services’;
- HSE publication GS6 ‘avoiding danger from overhead power lines’.

3.3. Building and structural considerations

The development of demolition methodology is to incorporate structural appraisal/investigation of buildings and components in order to establish structural integrity prior to and during demolition sequencing. A photographic dilapidation survey will be undertaken across the site and local area (including agreed adjacent local commercial properties that may be affected by the works) to record pre-existing infrastructure conditions.

3.4. Personal protective equipment

Minimum mandatory items of PPE in all working areas (unless your task risk assessment identifies additional items) on this project are:

- Hard hat; all areas outside welfare and safe zones
- Light eye protection; all areas outside welfare and safe zones
- High vis orange trousers; all areas outside welfare and safe zones
- High vis orange waistcoat/jacket (company branded); all areas outside welfare and safe zones
- Lace up safety boots (S3 with toe and mis sole protection); all areas outside welfare and safe zones

- Gloves (suitable to the task i.e. cut 5 equivalent for soft strip or handling materials with sharp edges); all areas outside welfare and safe zones
- Hearing protection – noisy areas or completing tasks that generate significant noise
- Harness & lanyard, chin strap/tool tether/radio tether – work at height.

Full arrangements will be reiterated in your site induction and SSOW. All persons wearing RPE are to be clean shaven and have valid face fit for RPE model used.

3.5. Security

The site and CDM boundary is to be secured at all times using the existing fencing supported by additional hoarding to the Western boundary or heras fencing as needed. A security CCTV will also be present on site out of hours to deter trespass.

Gates must be kept closed and valuable materials not left on display. Warning, security and emergency contact details signs will be erected at regular intervals along all boundaries.

Areas inside the outer CDM perimeter that require segregation will have block and mesh fencing erected and secured to prevent access to these areas. Warning signs will be positioned accordingly. Workers are to wear company branded PPE and sign in and out at all times. ID must be carried.

Security guards must be inducted to site and be made familiar with any welfare systems i.e. generators and camera systems supplied

All signs of trespass must be reported and investigated to that potential weak spots can be eliminated.

The site boundary will be checked daily to ensure it remains secure.

3.6. Welfare facilities

Temporary welfare facilities will be maintained throughout the works by Coleman's whilst we remain Principal Contractor. Welfare will incorporate self-contained power and cess tank. The facilitates will be located in an agreed location away from the area of demolition works (see section 5).

The facilities will as a minimum include the following provisions:

- Site office (including first aid provisions)
- Meeting room

- Canteen (with means to heat food, make cold and hot drinks, drinking water, keep food refrigerated, wash up and dispose of waste)
- Male and female toilets (separated - including means for washing, and drying hands)
- Changing and drying area (with benches, hangers and heaters)
- Outside rest/seating space (as deemed practical)
- Stores
- Powder, foam and CO2 fire extinguishers and air horn
- Spill kit
- Notice and hazard board

Important: as the numbers of workers increases, the welfare provisions must comply with the Workplace (Health, Safety and Welfare) Regulations 1992

3.7. Designated smoking area

The designated smoking area will be communicated to you during your induction but is ordinarily positioned in a safe area of the welfare compound. Persons opting to vape are to adhere to the same rules for smokers; the only exception is that vapers are to make use of a separate designated vaping area that does not expose them to cigarette smoke. Vaping is not permitted in flammable areas.

The smoking area will contain dedicated cigarette receptacles or water/sand filled metal bucket. A separate bin will be provided for general rubbish that is flammable i.e. packaging which should not be put in the cigarette bin. Cigarettes must not be discarded on the floor. The welfare fire extinguishers will be sufficient to cover this area if needed.

3.8. First aid

First aid arrangements will be discussed during your induction with the Supervisor. First aid provisions (medium first aid kit and eye wash) shall be located in the site office as per the site plan (please see section 5).

The Site Manager, is your first aider; his photo will be displayed on the site notice board.

A first aid trained person must be present at all times during the works. The location of your nearest Accident & Emergency/Hospital is displayed on the site noticeboard. Site-specific response arrangements will be covered in your site induction, however, emergency arrangements will also be displayed on the site notice board.

3.9. Fire (including hot works)

Fire safety arrangements will be discussed with you during your induction with the Supervisor. Firefighting and warning provisions shall be located in the following locations:

- Site welfare;
- Fire escapes on stair cores;
- Localised areas i.e. fuelling and COSHH storage.

The Site Supervisor is your fire marshal his photo will be displayed on the site notice board. The muster point is located adjacent to site welfare as per the site plan (please see section 5). Site-specific response arrangements will be covered in your site induction and displayed on the site notice board along with the fire risk assessment.

Additional PPE such as flame retardant boots, gloves and overalls, hearing protection, visor and RPE. will be outlined in your method statement and hot works permit. Hot works will only be permitted where cold cutting techniques prove not to be effective or practical *(please note that spark generation is deemed hot works).* The area must be cleared of all flammable materials and gaps where sparks could travel sealed. A dedicated fire watch must be monitoring the area during the works and 1 hour after works have ceased. A charged hose and firefighting equipment must be available. Where practical, dedicated hot works zones should be formulated and separated from other works. Cylinders must be stored upright securely, and equipment used checked before use and recorded.

Important: note there is to be not hot cutting or any other enclosed or contaminated equipment whether blind cutting or otherwise.

For further details of client requirements please see sections 26 and 27 of the DCS-SP-002 Contractors Safety Framework - Appendix A

3.10. Traffic and pedestrian management

Access to the site shall be as described in section 1.6 and 5.

Please refer to section 5 for a traffic management overview drawing.

<u>Public Roads</u>
For both emergency access and to avoid disruption to nearby businesses, there is to be no blocking of public roads or adjacent business access under any circumstances. Road sweepers will also be utilised to maintain cleanliness of the adjoining public roads.

Important: it should be noted there is a pedestrian crossing and academy/school on Beaconsfield Road on the approach to site. Drivers should reduce their speed in these areas as a matter of routine.

Pedestrian routes

Pedestrian routes will be demarcated on site. Plant and vehicles will be operating around access roads and works areas on site, therefore, once you are on site, use the pedestrian routes to make your way to the site office and local work areas. Use the designated crossing points to cross areas on site, remaining vigilant for passing traffic. If in doubt, always give way.

Pedestrians are expected to wear high visibility clothing when outside of controlled safe zones (for example controlled safe zones where no PPE is required would be the defined route to the welfare compound and the welfare compound).

Vehicles

When driving on site, only park in the allocated spaces and obey all traffic signs and symbols, or instructions from Marshals. Observe the 5mph speed limit and wear your seatbelt. Reverse Park where practical to allow a clear forward path when getting back into your vehicle and leaving site. Give way to pedestrians on crossing points, but always acknowledge you have seen them.

Drivers are responsible for ensuring the vehicle they bring to site is in a road worthy condition. Operational plant when working on site are to have the beacon operational at all times.

Important - all operators are to ensure they undertake tyre checks including tyre pressure checks as part of daily pre use inspection; pressure gauge to be available

Important - all persons to be familiar with and implement C&C poster 2018.2 “know your safe zones” and C&C learning event 2018.17 entitled “tyre blowout”.

Loading and unloading

Deliveries will be off loaded into the storage compound adjoining the welfare area. Heavy machinery will be offloaded on site under the control of the Site Manager and a Banksman and not on the public roads. Drivers are to offload goods from the ground and are only permitted to access the backs of trailers where dedicated edge protection and access steps/holds are provided. When collecting items, drivers are responsible for ensuring the load is secure before leaving site

Where scrap bulkers are being loaded, there is to be no loading that takes place over the top of the bulker cab.

Refuelling

A dedicated refuelling area will be defined on a hard standing area to aid the control and refuelling from a central point. The double skinned bowser will be locked when not

in use with the hose replaced into the integral spill containment between use. Oil spill kits and AFFF foam extinguishers will be in the area.

Reversing
Traffic routes will be defined to minimise reversing. Where reversing cannot be designed out or is unavoidable due to site conditions at the time, reversing of large or heavy vehicles is only permitted under the control of a trained Traffic Marshal or Banksman positioned in a place of safety.

Working areas
Demolition areas and controlled exclusion zones will have a defined internal fence line. This fence line will be used to control access to moving machinery, where it is deemed this is a safer approach to relying on a Banksman. The gates will be secured to prevent people encroaching on moving plant

2-way radios are to be used to make contact with working parties and plant operators. It is essential that operational plant is turned off and isolated with the attachment grounded before approaching and that the machine is only reactivated once all persons are safely clear of the area and this is confirmed. Always ensure the operator has seen you and knows you are there using the radio and ‘thumbs up’.

Maintenance of internal roads
The Site Manager shall ensure on a day-to-day basis that visual checks are carried out to ensure the internal roads remain in a fit and safe condition. A road sweeper will be available on request to help clean internal roads. A supply of rock salt will be retained on site and spread around routes to help maintain safe passage during winter months.

Additionally, during winter months as the hours are darker, the Site Manager will place additional local lighting along routes to ensure the routes remain adequately lit.

Deliveries and large vehicle movements (inc secondary access)
Deliveries and large vehicle movements will be restricted between 08:00 – 08:45 and 14:45 – 15:30 each day to avoid heavy goods movements clashing with local school drop off and pick up times. During these times, where such movements are necessary, the secondary alternative site vehicle gate leading to Brook industrial Estate can be used. All such movements must be coordinated with the Site Manager in advance. It should be noted that adjacent business may block this gate from the Brook Industrial area side, therefore the Site Manager will need to coordinate with these businesses to ensure the gate remains accessible

Speed limits
The approach to site via Beaconsfield Road and Springfield Road are 30mph zones. Once on site, the site speed limit is 5mph. Disregard of the speed limits will result in disciplinary action and/or removal of site access permissions.

Network operator assets
Network operator assets located near or under traffic routes will be assessed to facilitate the safe passage of heavy goods vehicles and plant. Dedicated crossing points will be installed to safeguard underground services.

3.11. Excavation

A ground investigation survey has been commissioned at the time of issuing this PCI document. Findings will determine the waste classification of soil and ground make up. Soil sampling/WAC testing is undertaken where spoil is being removed from site. The existing industrial units contain businesses involved with processes and activities of an industrial nature, these include mechanics workshops. It is clear on site that motor effluents are present on the ground and it should therefore be assumed the ground could contain the presence of hydrocarbons and other contaminants. The site is brownfield with an industrial history prior to the construction of the present structures on site.

This project involves site grading, the removal of slabs, foundation, proof dig and the formation of 300mm capping layer. These works will therefore involve ground disturbance and excavation. For excavation and grading, the following procedures will apply:

- Confirming services/utilities are not present or if present are disconnected and can be removed or safely protected;
- Services plans and records are legible, up to date and have been consulted;
- A permit to excavate has been issued and communicated with a clear scope and reference to applicable hazards;
- CAT scanning of area has been undertaken by a competent person and areas scanned marked on drawings (repeating a scan every 300mm);
- Hand dug trial holes are formed to verify the precise location of services, using insulated tools, digging at the side of the service rather than digging directly over the top of it. No mechanical excavating or power tools within 500mm of the service
- Safe hand digging/vacuum excavation practices employed where mechanical excavation may jeopardise utilities

Excavation works are to be in line with HSE publication HSG247 ‘avoiding danger from underground services’.

Anu underground storage tanks discovered will be removed in line with https://www.gov.uk/guidance/prevent-groundwater-pollution-from-underground-fuel-storage-tanks/decommissioning-an-underground-storage-tank. Persons will not enter

the tank or place themselves in a contaminated area, the tank will be recovered and processed mechanically from a position of safety.

3.12. Temporary works

This project will involve a number of temporary works items i.e. fencing, scaffolding, protective structure, welfare set up etc. The below gives an insight into how temporary works items are to be managed.

Also refer to section 2.10 design changes.

Appointments
The Temporary Works Coordinator (Andy Crawford) and the Temporary Works Supervisor (Chris Mann) will be formally appointed by the company Designated Individual. The appointment letters will be retained in the project temporary works folder (either electronically or paper format). The TWS and TWC have ultimate authority on site for ensuring that temporary works processes are followed and suitable remedial action is taken where required.

Design brief
For all temporary works items, requiring a design brief (i.e. beyond simple low risk standard solutions), a design brief will be created by the TWC and issued to the design engineer so a design can be drafted. The design brief is to provide the engineer with sufficient information to inform design principles.

Design and design check
The TWC shall confirm with the designer that the designer has understood the brief to enable the design to be suitably developed. Following the development of a design, the design will go through a process of design checking, pending on the assigned category of the temporary works item (this will be established following company temporary works procedures).

All live designs must be marked ‘for construction’. It will not be acceptable to erect designs from tender or draft designs.

All temporary works schemes information will be available to reference in the site temporary works folders and passed for reference as appropriate to relevant parties i.e. the Client, Principal Designer, CDMA

Temporary works register
The TWC is to ensure the temporary works register is kept up to date and retained in the project temporary works folder. The register is to record the status of all temporary works schemes

Permit to load/strike

Following an inspection by the TWC of the temporary works item, a permit to load will be issued by the TWC to authorise the item to be loaded. Similarly, prior to striking, a permit to dismantle will be issued. All permits will be retained in the site temporary works folders.

Inspections

The TWS shall record weekly inspections of the TW item. This will be retained in the site temporary works folders. Any issues with a TW item must be raised immediately so remedial action can be taken. Specialist temporary works items such as scaffolding will be inspected by a competent CISRS scaffold inspector on a 7 day basis (unless altered, subject to loading/damage that could compromise it or newly built then an inspection at that point is required). Scaffolding will be formally handed over once erected and safe to access. Scaf tags will be used to display the scaffold information and date of inspections.

Standards

All temporary works items will be designed, checked, constructed and maintained as per:

- Coleman's procedures on temporary works;
- BS 5975:2019'Code of practice for temporary works procedures and the permissible stress design of false work'.
- TG20:13 'Good practice guidance for tube and fitting scaffolding'.
- SG4-15: 'Preventing falls in scaffolding operations'

3.13. Work at height

All activities requiring work at height are to be assessed as part of the task method statement and risk assessment. Where possible such work should be avoided, however where this is not possible the hierarchy of control must be followed to ensure fall prevention and collective measures are prioritised over personal and arrest measures. For example, the use of demolition excavators from the ground reduces the need to work at height. Where materials need to be soft stripped or removed at height more carefully, then purpose built specialised collective platforms i.e. PASMA towers may be used as long as they are installed and inspected by competent persons under dedicated RAMS.

No works are permitted on the roof of the Veetec Garage or Offices due to leading edges and the nature of its design.

Any excavations or open pits must be fenced off to prevent access. General fencing off the wider area is acceptable as long as strict control of access to excavations/trench

edges is maintained at all times and workers are not at risk of falling into the voids during duty

Rescue plans are to be in place prior to commencing work at height operations to ensure should an emergency or fault situation occur, all persons could be rescued safely and swiftly.

Work at height shall take account of the following:

- HSE publication INDG401: Working at height - a brief guide;
- BS 8460:2017 'Safe use of MEWPs; code of practice';
- BS 7121-1:2016 'Code of practice for safe use of cranes';
- TG20:13 'Good Practice Guidance for Tube and Fitting Scaffolding';
- SG4:15 'Preventing Falls in Scaffolding';
- Coleman & Company procedures for lifting.

3.14. Demolition works, drop zones exclusion zones

Exclusion zones will incorporate demolition warning signs positioned in prominent locations along the boundary fence line. These zones are to be stringently controlled especially where these are formed by the site boundary or there is shared access.

Important – all exclusion zones are to be outlined in a dedicated SSOW showing the boundaries of the zones; this includes extension beyond the site where public areas are at risk

Demolition, drop zone and exclusion methodology is to be implemented as per the requirements of:

- NFDC publication 'Exclusion zones';
- BS 6187:2011 'Code of practice for full and partial demolition';
- HSE publication L153 'Construction (Design and Management) Regulations 2015; Guidance on Regulations'.

3.15. Lifting

In order to facilitate the delivery of equipment to site and the removal of roof mounted assets, lifting operations may be required. Proposals will be formulated by a competent Appointed Person under a dedicated permit to lift, lift plan and associated method statement. A Lift Supervisor must be present throughout the lift with Banksmen and Slingers to assist as necessary with the safe execution of the lift. Where lifting points are reused, these must be assessed as suitable by the engineer. Weather forecasts will be monitored regularly for works planning.

Lifting equipment must only be brought to site and used if it is in good condition, has in date valid records of thorough examination and is subject to pre use inspection. All equipment must be stored in dedicated areas to avoid damage.

No persons are at any time to walk under live loads. The positioning of cranes and elevated platforms will be considered only after ground loading checks.

Passenger lifts on site are likely to have been disengaged/terminated and therefore wont be used.

All lifting operations are to comply with:

- HSE publication L113 'Safe use of lifting equipment; lifting operations and lifting equipment regulations 1998';
- BS 7121-1:2016 'Code of practice for safe use of cranes';
- Coleman & Company procedures for lifting.

3.16. Confined space

No confined spaces are to be entered, This work will be completed from the outside. This methodology will be reiterated within demolition RAMS.

Within the garage there are restricted spaces in the form of maintenance pits. These are not confined spaces but they are restricted. No other confined spaces were observed on site. During Lon4 underground chambers were uncovered, should these be found during 2a, there should be no reason to access these tanks.

For further details of client requirements please see section 2.13 of the HSE Construction Minimum Standards - DCS-COLT-XX-XX-HS-K-00003 - Appendix A. Also, to be undertaken in accordance with the Confined Spaces Regulations 1997.

3.17. Working near water

No works on the banks of the Yeading Brook are expected.

4. Health & Environmental Arrangements

4.1. Substances (inc potential ground contamination)

COSHH assessments are required for all hazardous substances encountered on this project. Substances (this includes chemicals, fuel, oils etc.) are to be stored in dedicated 'COSHH' storage/bunded areas (capable of withholding 110% capacity of the largest container) and have lids and labels fitted.

There must be no hot works or smoking near container stores. Refuelling and plant maintenance is to be done in dedicated areas away from drains.

No materials are to be disposed of down site drainage without consent. Bunds will be monitored for overfilling. All spills must be reported. Spill containment provisions are located in the following locations:

- Site welfare;
- COSHH compound;
- Manoeuvred around areas by the teams subject to work activity undertaken.

Any residuals in the tanks and associated pipework will be recovered by vacuum tanker. Sludge's in pipework that cannot be accessed may be recovered by breaking the pipework joint and collecting the sludge for disposal. The extent of potential contamination will be determined prior to full recovery.

Oils will need to be collected by a specialist contractor to ensure they are disposed off compliantly and not mixed with general oils or released.

Legacy oils drums and paint containers are also on the site which will need to be identified and collected and recovered by specialist contractors.

Intrusive ground investigations have been instructed by Colt, SI reports will be issued to Coleman's on completion. When slabs are removed, the sub surface will be visually inspected for visible contamination. Should localised contamination of any kind be visually identified i.e. oily sheens, tar deposits, fibrous materials, then work is to stop, the area isolated and works reviewed so the area can be assessed thoroughly. Refer to CGMS P344 for practical guidance on how to handle a spill.

4.2. Lead/fume

Where possible, any steel potential consisting of lead paintwork or lead flashing will be handled mechanically. Should manual handling or hot works be required, then gloves will be worn and hands washed thoroughly before eating/drinking/smoking. Oxy-propane cutting will require RPE fitted with a ABEK1/P3 filter to mitigate against inhalation of hazardous gases and fume – this will be outlined in your safe system of work. Operatives exposed to lead will be enrolled on an occupational health programme including blood lead analysis at regular intervals.

All works to be in adherence with HSE publication L132: 'Control of lead at work'.

4.3. Guano and carcasses

No remaining risk perceived

4.4. Smoke detectors/fluorescent lighting

These will be collected by hand once disconnections are completed and stored safely for specialist disposal

4.5. Dust

Real-time dust monitoring units will be installed around the site prior to phases of works likely to generate dusts (see section 5). These results will be reviewed by site and the wider project team on a daily basis and parameters will be set to enable alerts to be issued upon exceedances. Where Amber levels are exceeded the works will be reviewed and controls checked or improved. Where red levels are exceeded, works should be ceased temporarily and the causation assessed to ensure controls prevent reoccurrence.

Mobile dust suppression units and excavator mounted suppression (fine atomised spray) will be utilised to control dust at source. It is important to note that live units and the brook border the site and it is important that fugitive dust emissions are adequately controlled. The site boundary open fencing will be screened. Respiratory protective equipment requirements will be stipulated in the SSOW but will be a minimum of P3

Haulage roads will be maintained (including being damped down) and vehicle cleaning stations implemented subject to conditions. Road sweepers may be used to mitigate mud and dusts gathering on highways. Loads leaving site will be sheeted.

Suggested dust level alert setup for real-time monitoring is as follows:

	15 min	24 hr
PM10	Red - 250 ug/m3 Amber - 150 ug/m3	50 ug/m3

4.6. Noise & vibration

Real-time noise and vibration monitoring units will be installed around the site prior to phases of works likely to generate noise/vibration in line with:

- BS 5228-1:2009+A1:2014 ‘Code of practice for noise and vibration control on construction and open sites - noise’;
- BS 5228-2:2009+A1:2014 ‘Code of practice for noise and vibration control on construction and open sites – vibration’.

These results will be reviewed by site and the wider project team on a daily basis and parameters will be set to enable alerts to be issued upon exceedances. These results will be reviewed by site and the wider project team on a daily basis however, where

possible sources of noise and vibration will be mitigated at source i.e. careful placement of machinery, low noise and vibration models, enclosures that reduce transmission potential, avoiding dropping of materials etc. in addition to only undertaking noisy works between 08:00 – 18:00 Mon – Fri. Where Amber levels are exceeded the works will be reviewed and controls checked or improved. Where red levels are exceeded, works should be ceased temporarily and the causation assessed to ensure controls prevent reoccurrence.

Hearing protection will be available on site for operatives to use. Protection requirements will be established in risk assessments and method statements but where required must be worn. Any mandatory hearing protection zones will be demarcated. As a rule of thumb, if it is too noisy to hold a conversation at 2m, then haring protection is required.

Operatives using vibrating tools are to monitor trigger times in line with the tools vibration characteristics, keep accessories sharp, rotate usage, keep hands warm and report symptoms of discomfort.

Regular breaks will be dictated by the site manager at suitable times.

Suggested noise level alert setup for real time monitoring

	Red	Amber
LAeq 1 hour Alert Level	80 dBLeq1hr	75 dBLeq1hr
LAeq 10 hour Alert Level	80 dBLeq	

Suggested vibration level alert setup for real time monitoring

	Red	Amber
Alert Level	10 mm/s	5mm/s

Environmental monitoring stations in the following locations

4.7. SHARPs

As a matter of routine, the structures and grounds are to be subject to a thorough visual appraisal to establish if drug paraphernalia is present prior to works commencing. Should such items be encountered, the area should be quarantined and items removed under dedicated safe system of work using dedicated sharps disposal kits.

4.8. Weather and flooding

Weather forecasts will be monitored daily and EA flood warnings can be checked at the flowing source https://flood-warning-information.service.gov.uk, Veetec resides in a flood zone 1 (low probability of flooding) as can be seen on image 4.8a below. There are no flood defences on the brook.

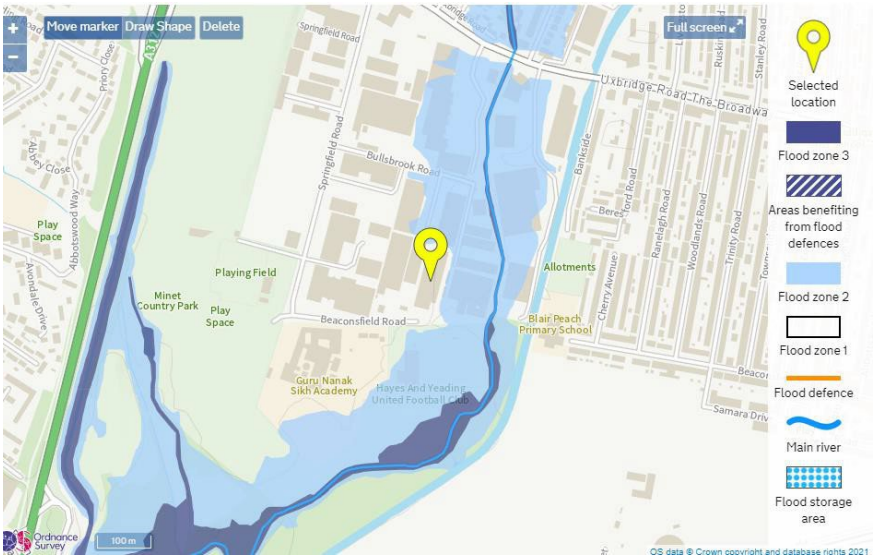


Image 4.8a

The general site is perceived to be a very low risk for surface flooding associated with rainfall events and overland flow. The Western access road surface between the two buildings is however classed as a low or medium risk, as can be seen on image 4.8b below. Standing water has been reported in the past, possibly due to the depression of the land.

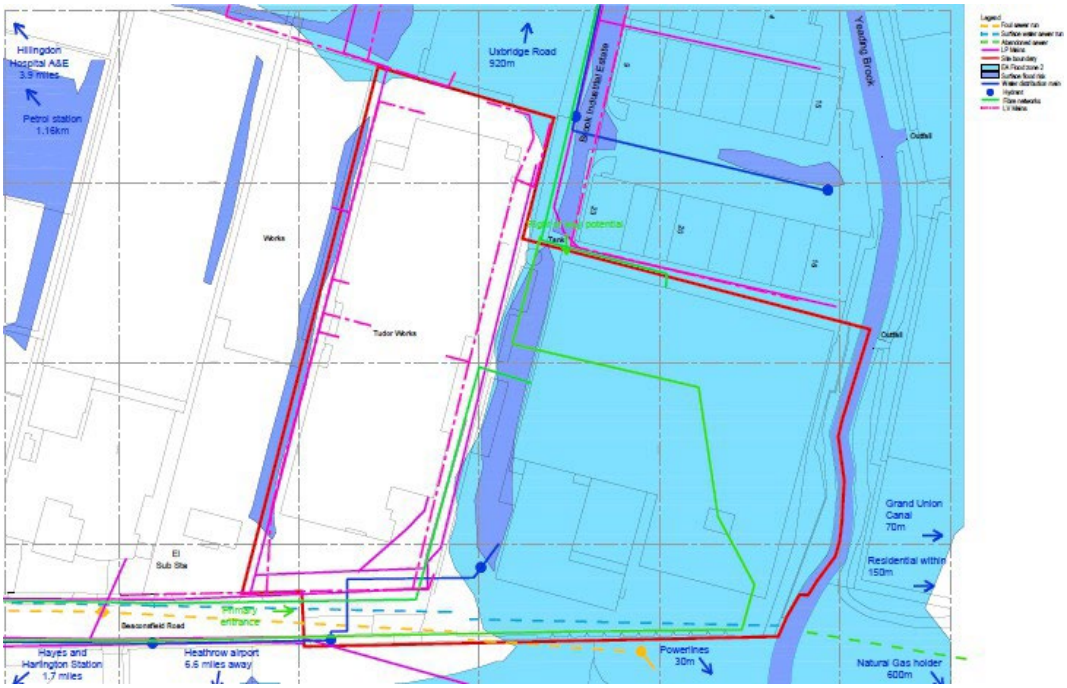


Image 4.8b

Early engagement with the Environment Agency has established that a Flood Risk Assessment Permit is not necessary. The Environment Agency (EA) holds no record of historic flooding of the site and even in the eventuality of a medium probability flooding event, the site levels are such compared to the brook bank that it is perceived that the brook would contain the rise in water level.

As a precaution, and as discussed with the EA, bunds and drip trays will be emptied regularly with no open containers stored on the ground. A pump system will be retained for use in case of localised flooding with a specialist vacuum tanker contractor retained for emergency use only. Where flooding is observed or expected, works will be reviewed and adjusted or ceased accordingly to mitigate any risk of off-site contamination.

All loose materials must be contained (i.e. weighted down, strapped up effectively or placed in enclosed containers) to prevent them being blow around or off site.

As natural light decreases, temporary artificial lighting will be used to illuminate areas/walkways. In anticipation of winter months, pipe insulation and grit/salt will be provided in good time in preparation for lagging pipework and maintaining safe access routes.

4.9. Drains and discharge

Private drainage is to be removed and capped at the public main connection. All public drainage is to be retained and protected. Site plans highlighting site drainage arrangements are to be retained and displayed on site (see section 3.2 of this document also). G3 filter medium will be used to prevent site debris entering retained public drainage systems. Discharge of welfare waste waters to drainage is only permitted if authorised by the Client although it is likely a self-contained waste water system will be utilised.

Refuelling and plant maintenance is to be done in dedicated areas away from drains. Redundant drains will be plugged under agreement with the Client.

Important: under no circumstances are any site materials or potentially contaminated waters to be discharged directly or via drainage into Yeading Brook. Site drainage directly or indirectly (via interceptors) flows into Yeading Brook

4.10. Waste Management

All waste will be recorded on a dedicated site waste management plan and all transfer and consignment notes retained for full tractability. Our goal is always to maximise reuse and recycling at every opportunity; waste to landfill is a last resort. Disposal facilities and transport companies shall be subject to due diligence checks prior to use.

Open top skips are to be avoided and loads sheeted before leaving site. Waste should be removed from site as soon as is practical.

Imported aggregates will be required to demonstrate compliance with the WRAP Quality Protocol to be deemed not a waste if used for grading/infill on site. Equally, site won materials reused on site should be covered by a materials management plan or relevant exemption.

4.11. Vegetation/wildlife

Presently no invasive or protected species have been noted. Workers are to remain vigilant for wildlife throughout the works. Shrubbery and vegetation will be removed only where this forms part of or facilitates the scope of works, however only items agreed with the Client are to be removed and the area is to be subject to a visual inspection prior and throughout.

Bins and skips should be covered, signs of rats should be reported and any contact avoided.

4.12. NRMM/air quality

Wherever possible, newer machinery will be favoured with improved efficiency and emission's ratings. NRMM will comply with greater London zone requirements. HGV's will be Euro 6 rated engines. HVO fuel will be used in place of diesel offering a potential 90% emission saving.

Their will be no burning of waste on site.

To avoid unnecessary travel, meeting invites will include 'Teams' invites. Parking on site will be restricted during demolition phases but may need to be expanded to accommodate less vehicle sharing during the Covid-19 pandemic.

Air conditioning systems will be drained of all refrigerant gasses, including any ODS F-gas, by specialist contractors.

4.13. Light pollution

It is not anticipated that light from the site will affect or impact local neighbours. Site lighting will be required out of hours for security and during winter months where lighting levels increase later but decrease earlier.

4.14. Covid-19 (Coronavirus)

Although general Coronavirus restrictions/guidance has been largely revoked, workers are encouraged to adopt the following.

Personal expectations

- Keep vaccinations up to date (seek medical advice if you are concerned)
- Wash your hands thoroughly for twenty seconds with soap and water – gel your hands in between washing especially after touching shared surfaces
- Try and avoid overcrowded public spaces
- Catch and bin coughs and sneezes
- Wear face coverings in busy enclosed spaces such as shops/public transport
- If you test positive you should stay at home for 5 days and avoid contact with others. Avoid contact with vulnerable people for 10 days
- If you feel unwell but have not tested positive or negative, stay at home and avoid contact with vulnerable persons until you feel fit enough to return to work and no longer have a high temperature

Work site control measures

- Make the use of outside spaces for briefings where practical and ventilate cabin and work spaces
- Hand washing stations will be provided supplemented by hand gels
- Shared areas and tools are to be thoroughly cleaned on a regular basis
- All persons to sign in

5. Site Layout/traffic plan