



# CONSTRUCTION PHASE HEALTH AND SAFETY PLAN

## Aylesbury FDS Contract B

Subject: Construction Phase Health and Safety Plan

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Section 1: Project Introduction and Information

Section 2: Management and Organisation

Insert:

- (i) A list of the main duty holders for the contract.
- (ii) The names of the contract team into the relevant boxes
- (iii) A copy of the contract programme.

Section 3: Communication, Cooperation and Consultation

Insert any requirements for the Health and Safety File.

Section 4: Contractors Selection Procedure

No additional input required.

Section 5: Activities with Risks to Health and Safety

- (i) A sample is given which can be used as a guide. All proposals must be job specific and address all risks identified in the Pre Construction Information Pack.
- (ii) A specific list of high risk activities must be contained in sub-section 10 (some samples are given for your guidance).
- (iii) Insert the Traffic Management Plan.

Section 6: Emergency Procedures

Complete the Action Plan and display a copy on the Site Safety Notice Board.

Section 7: Accident Reporting

No additional input required.

Section 8: Welfare

- (i) A sample is given which can be used as a guide. All proposals must be job specific.
- (ii) Enter the name of the First Aider.
- (iii) Insert a copy of the Site Welfare Plan.

Section 9: Information and Training

- (i) Insert the site specific rules on the induction form.
- (ii) Complete the Health and Safety Information Form and display a copy on the site safety notice board.

Section 10: Arrangements for Monitoring

No additional input required.

Section 11: Pre Construction Information

Insert Pre Construction Information Pack

Section 12: Appendices

1. Site Fire Risk Assessment
2. Site Waste Management Plan
3. Insert (if required) any further information as requested by the client or other agencies, i.e. Site inspection scheme, registers, standard forms, etc.

HILL

CONSTRUCTION  
(DESIGN AND MANAGEMENT)  
REGULATIONS 2015

PRINCIPAL CONTRACTOR

HEALTH & SAFETY PLAN

Subject: Construction Phase Health and Safety Plan

**CONSTRUCTION PHASE HEALTH AND SAFETY PLAN**

Contract Number: X032  
 Contract Name: Aylesbury FDS Contract B  
 Plan Prepared By: Juan Velez  
 Date of Initial Issue: \_\_\_\_\_

**Master Document Template Review**  
*Health & Safety Managers Completion Only*

Serial	Review Date	Comments	Initials
1.	09/06/08	First Issue	PAD
2.	02/11/09	Revision 2	PAD
3.	May 2014	Rev 3	PAD
4.			
5.			
6.			

**Site Plan Reviews**  
*Monthly Site Review Updates*

Serial	Review Date	Comments	Initials
1.			
2.			
3.			
4.			
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Subject: Construction Phase Health and Safety Plan

Serial	Review Date	Comments	Initials
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# SECTION 1

## PROJECT INTRODUCTION

Hill Partnerships Ltd (HPL) has been employed by London Borough of Southwark (LBS) to carry out Aylesbury FDS Contract B is the second phase of the FDS development. Contract A is a neighbouring live contract that is due for completion June 2022.

Contract B will consist of 352 homes of affordable rent tenure distributed over 9 blocks ranging from 2 to 17 storeys high. The scheme will be built using an RC Frame structure and external walls made up of Metsec and Brickwork. As part of this phase the construction of the scheme Energy Centre will be complete, and Contract A connected to the permanent district heating network. The construction period of this phase is 200 weeks with completion due September 2025.

Aylesbury FDS Contract B is located approx. 20 minutes' walk from Elephant and Castle station. The main roads that lead on to site are Camberwell Road, Old Kent Road and Albany Road. Main delivery access to the site will be via Albany Road where there will be 2no access/egress gates turning into the new infrastructure roads built as part of Contract A. There will be a designated turning point where vehicles will be able to turn so that when existing the site, they do it facing the traffic and not reversing.

Pedestrian access to the project will be via Albany Road, the pedestrian route will take personnel to the compound and then follow the pedestrian route to their place of work.

The site has been previously cleared of UXO by the client with all relevant ground investigations issued to HPL.



*CGI View (S05 East and North Elevation)*

## INTRODUCTION TO CONSTRUCTION PHASE HEALTH AND SAFETY PLAN

This document provides information to enable Hill to meet its obligations as *Principal Contractor* under the Construction (Design and Management) Regulations 2007, which under regulation 22 identifies the 'requirements on and powers of Principal Contractors'.

This document further develops the information provided by the CDM Co-ordinator – the Pre-construction Information Pack.

The principal aims are to control health and safety on the project by the following methods:

1. To record the health and safety arrangements and organisation necessary to ensure, as far as is reasonably practicable, the health and safety of all persons who may be affected by the works and the monitoring procedures to ensure compliance, taking into account the risks involved in the construction works.
2. To coordinate activities of all Contractors to ensure that they comply with the relevant Health & Safety Legislation.

## PROJECT INFORMATION

### SITE ADDRESS

Aylesbury FDS Contract B

370 Albany Road  
Southwark  
SE5 0AJ

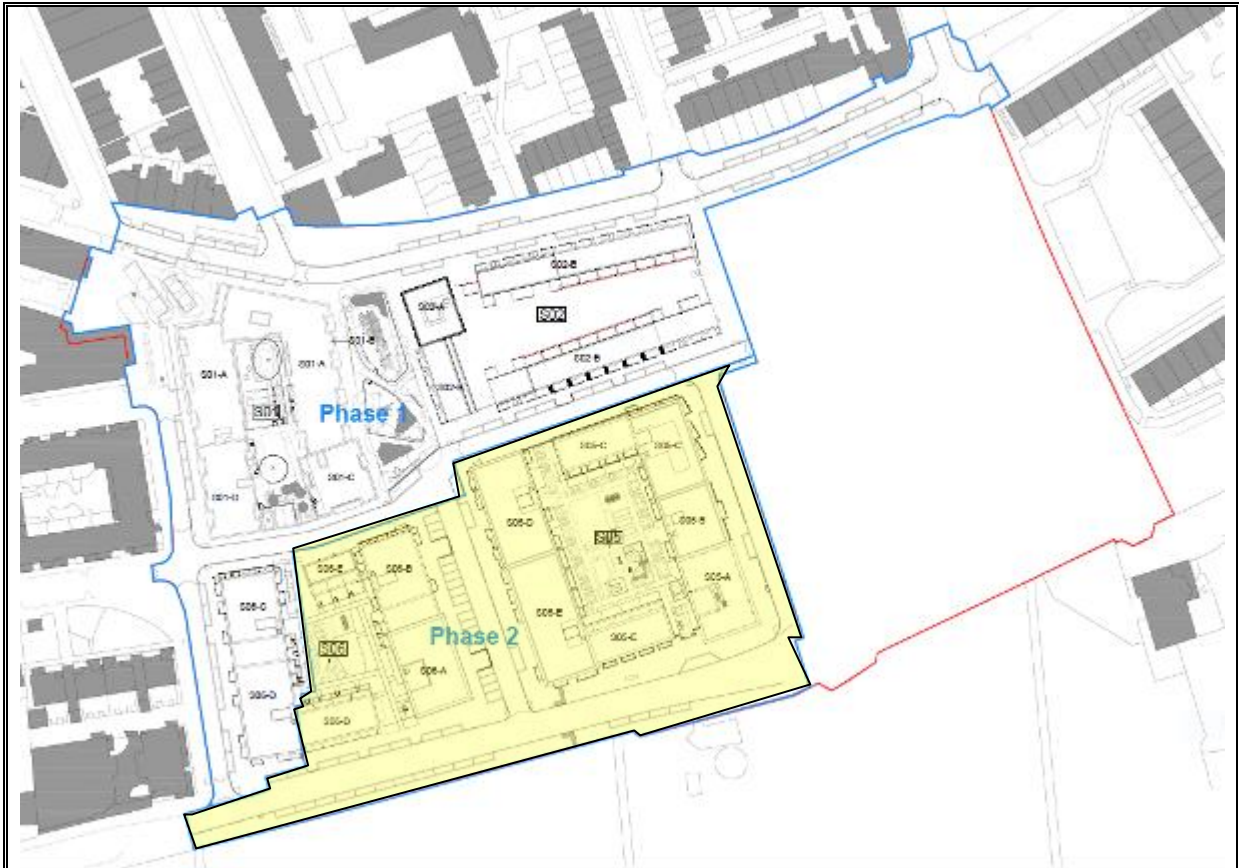
### SITE LOCATION PLAN

**Site Close Up:**



*Contract A, B and C location highlighted on the above image surrounded by Albany Road, Portland Street, Westmoreland Road and Bradenham Close.*





Contract B highlighted above surrounded by Contract A, Contract C and Albany Road.

**Local Area Detail:**



Contract B area shown in red. Albany Road & Burgess Park dominate the South boundary of the project. The main access roads to the project are Albany Road, Old Kent Road and Camberwell Road. The surrounding area is predominantly a residential area with schools, shops and markets.

## BRIEF HISTORY OF THE SITE:

### 1890

Factories, warehouses and railways in the city were pushing London's population outwards and the quiet community of Walworth became overpopulated with people living in cramped conditions in the homes built on Walworth Common.

### 1963

Aylesbury estate construction began, with huge numbers of families needing new homes following the clearance of slum housing across this part of south London. The Surrey Canal which serviced many of factories and warehouses is no longer in use.

Designed by Hans Peter Trenton it aimed to create "walkways in the sky" allowing residents to make their way around the estate without touching the ground, which was for cars and service vehicles. In 1977 the 2700 homes were completed with some problems soon becoming apparent.

### 1990

The estate was criticised for its "dehumanising" scale. Parts of the state were regularly vandalised. The estate wide district heating system was temperamental, leaving residents without heating or hot water. Problems with the lifts in the high-rise blocks and anti-social behaviour problems eventually led to the removal of high-level walkways and link bridges. By 1993 Burgess Park covers most of the area south of Albany Road, with most of the industrial buildings removed.

### 2001

Residents rejected a proposal to transfer management of the estate to a specially set up housing association and Southwark Council began looking at a part-retention/part-development scheme. However, it was deemed too expensive due to the large cost to bring the blocks up to modern "Decent Homes" standards.

### 2005

The council decided to completely redevelop the area on a phased basis, and worked with the community to develop a planning framework called the Aylesbury Area Action Plan (AAP) to guide the regeneration.

### 2012

Residents moved in to the first new homes in the regeneration area developed by London and Quadrant housing association.

### 2014

Notting Hill Genesis was chosen as Southwark Council's development partner to complete the Aylesbury regeneration delivering a further 3,500 new homes to replace existing blocks. The demolition and clearance of the Aylesbury FDS (Contracts A, B & C) commenced in 2015 and was completed Autumn 2020. On May 2019 HPL started on site the works of Contract A and are due completion June 2022.

## DESCRIPTION OF THE PROPOSED WORKS:

The project consists of 9 blocks, with 352 new homes and is split as follows:

- S05-A, 18 storeys, 80no plots and due 27/08/2024.
- S05-B, 6 storeys, 14no plots and due 12/03/2024.
- S05-C, 8 storeys, 45no plots and due 12/03/2024.
- S05-D, 6 storeys, 34no plots and due 11/11/2024.
- S05-E, 10 storeys, 65no plots and due 10/02/2025.
- S06-A, 14 storeys, 64no plots and due 24/09/2025.
- S06-B, 8 storeys, 37no plots and due 08/08/2025.
- S06-D, 5 storeys, 10no plots and due 05/04/2024.
- S06-E, 3 storeys, 3no plots and due 08/08/2025.
- The new Energy Centre will be in the basement of S05-A.
- A new Electrical Switch room will be in the ground floor of S050-D.

Demolition and Site Clearance:

The footprint of the S05 blocks has been demolished as part of Contract A and a pile mat 800mm thick was installed by Erith after the demolition works; only maintenance works to the pile mat and fill to underside of slab will be required in this area.

The footprint of S06 Contract B blocks has not been demolished and/or cleared and it currently accommodates Ellison House, and the site compound of Contract A. Ellison House is due vacant possession in January 2022 and the Contract A site compound will be removed by June 2022 allowing demolition works to be complete by end of September 2022.

Piling and Substructure:

Piling works will be completed using CFA methodology in three separate visits (S05, S06-D, S06 A/B/E). The pile mats will be laid at the correct levels while aiming to minimize fill material import and muck away quantities. A designed piling working platform and access ramps for the rig movement will be installed and maintained during the piling works. The groundworks subcontractor will be responsible for the maintenance of the working platform.

The main civils (drainage, infrastructure, services) and substructure works will follow with the excavation and completion of drain runs, manholes, attenuation tanks and pile caps completed in advance of the ground floor slab and car park base. The Energy Centre basement structure on S05-A will also be built at this stage. On S05 works are to progress from S05-A towards S05-C and then from S05-E towards S05-D. On S06 works will be done on separate visits, S06-D first and then S06-A working towards S06-E.

The first 2no tower cranes for the job, serving S05 will be installed at this point to assist on the build. Prior to the tower cranes being erected lifting of materials will be done by excavators or mobile cranes by the groundwork's subcontractor.

Superstructure (RC Frame):

The superstructure works will be completed using a mixture of precast concrete on the vertical elements and cast in situ for the slabs. The slabs will vary between 225 and 350mm thickness. There will be a temporary works design in place for the formwork and falsework, striking times and temporary loading condition of slabs. This will be controlled via permit to load during the build sequence in two stages, prior to rebar placement and then prior to concrete placement. The RC Frame construction will be assisted using tower cranes, concrete placing booms and concrete pumps (mobile and/or static). Protection fans and nets will be in use above 6<sup>th</sup> floor to allow follow on trades to commence and provide protection from works at height.

As the RC frame progresses 1.8m high combi safe edge protection will be fitted to the slab edge enabling the Metsec to be installed at the earliest stage working from the slab. Scaffolding works will be erected once the RC frame is clear at the 4<sup>th</sup> floor (RC at level 8); the scaffold will be set out at 3.15m lifts and be level with the SSL, with brickwork adaptations to follow. A Catch fan or climbing screen is to be in place while RC Frame takes place to the high-rise buildings S05-A, S05-E and S06-A.

External Envelope:

The external walls of the building will be of a SFS construction methodology with a typical wall build up of metal studwork, calcium silicate board, weathering membrane, insulation, 50mm minimum cavity, cavity trays and brickwork. The materials for the SFS and windows will be pre-loaded to the floors via Canti decks and in advance of the works starting. The windows are installed with an EPDM weather seal following the completion of the metal studwork and board. The intention is for the SFS and insulation to be installed in advance to allow the building to be water tight and release the internal fit out works.

During the brickwork completion all fire breaks will be installed as detailed and specified on the drawings and product manufacturer, with inspections of all elements taking place and being recorded via the SnagR system. Material loading will be done via tower crane onto scaffold loading bays (progressive and static).

Roof Covering:

The roof coverings will be mainly Inverted Green Roofs or Warm Roof on the terrace areas. When carrying the roof works flammable material areas are to be setup and kept locked. All materials will be lifted to the roof areas via the tower cranes.

Temporary waterproofing at level 8 and water control measures are to be in place in advance of the roof completion by the RC Frame contractor to allow internal trades to progress without an adverse effect due to water ingress.

#### Internal Fitout and M&E:

Internal fit out and M&E works will commence once the envelope works have progressed in such a way that there is no water ingress into the working floors. Material loading will be via goods hoist (5in total) and in a "just in time" basis. Some materials (plasterboard and metal studs) will be preloaded onto slabs via Canti decks. A forklift will be on site to assist on the storage yard maintenance, offloading deliveries and bringing materials close to the hoist for vertical loading. Access to the levels will be via the main stair cores with secondary access thru the scaffold Haki stairs. Fire compartmentation will progress as the blocks are closed with the SFS.

The main services are to be installed at an early stage as possible to each block to allow the plots to have access to power and heat at the earliest opportunity. Utility providers will be involved at an early stage to check for constraints and requirements.

After the first fix element of works and prior to closing any walls or ceilings all fire stopping elements will be completed, inspected by HPL and 3<sup>rd</sup> parties (NHBC, CoW, etc) and documented for future hand over as part of the H&S file.

#### Energy Centre & Electrical Switch room:

As part of S05 works there are two elements that are in the critical path of the development; the Energy Centre (S05-A) and an Electrical Switch Room (S05D) with both needing to be operational by May 2023. The Energy centre accommodates Gas Boilers and CHP and will serve Contract A allowing the dismantle of the temporary Energy Centre located on the footprint of S06E.

#### Civils and Infrastructure:

Most of the infrastructure and civils work required on Contract B is to be complete by Contract A; Contract B will be connecting to the different mains networks installed during Contract A. The extent of works on Contract B is getting service provisions to the boundary where the mains connection will happen.

#### General Principles:

- The access and egress for construction traffic will via Albany Road. Wheel washing will be applied prior to any vehicle leaving site. All deliveries are to be booked at least 24 hours in advance with the site management team. Site traffic is not allowed to use the surrounding residential streets as holding point for deliveries.
- Construction traffic will make use of the new roads (contract A) that are within the site boundary of Contract B.
- The site boundaries will change as Contract A is complete and Contract C commence. Temporary Heras fencing will be used while timber hoardings are relocated/adapted as required.
- Pedestrian access will be from the site compound that also has the main access from Albany Road.
- There will be complete segregation of pedestrians and vehicles within the site boundary. Only authorised personnel will be allowed to approach and work in proximity of moving plant.
- All the plant and equipment will be checked prior to use and records kept on a daily/weekly/as required basis as part of the PUWER and LOLER inspections.
- An inspection and sign off plan for each critical element of work will be produced and involve 3<sup>rd</sup> party inspections as required for quality control purposes.
- There will be no parking allowed on site and limited and restricted parking can be found on the vicinity; we encourage the use of Public transport while following government guidance.
- Hill will have an RLO (resident liaison officer) who will be assisting with managing the residents expectations with the client.

**HAZARDOUS STRUCTURES AND MATERIALS REPORTS**

**Report:**

ERITH Contractors Ltd, Feb 2020 – [Subplot 5 - H&S Document 26.2.2020](#)

**Key points:**

The report is a partial completion of Phase B and incorporates information from Phase A. It confirms that all hazardous materials have been removed and the piling platform installed as per design to a 2.0AOD datum, with an as built level survey to corroborate this. The remaining structures drawing shows a section of sewer and a 125mm gas pie to the south of S05 remaining in the ground and the district heating pipework cut at the boundary wall of Ellison House. On other Erith reports it has been noted that the DHP insulation contained asbestos.



**Report:**

ERITH Contractors Ltd, Sep 2020 – [Final Final H&S File - Package C 14.09.20](#)

**Key points:**

The final report issued by Erith Demolition on completion of the FDS demolition was issued September 2020. This reports highlights the remaining structures of Phase C and summarises the findings of Phase A & B. It shows the location of remaining district heating pipe containing asbestos. It also highlights the services water and electric left at the boundary either live or as disconnected by WSP.

**Report:**

ERITH Contractors Ltd, Jan 2019 – [Enabling Works H&S Information File/D6676/FDS \(Package A\)](#)

**Key points:**

The report is more focused on Phase A and covers a small section of Phase B contract. ECL have confirmed that all asbestos contained on district heating pipes has been removed except for sections of pipe located underneath 2no tree protection areas which could not be removed. There are some services remaining in the footprint of Phase A (Water and Electricity).

**Report:**

RLF, Dec 2020 – [Pre-Construction Information for Aylesbury Estate FDS Contract B \(Sub Plot 5\)](#)

**Key points:**

The report updates the information regarding FDS Contract B. It confirms that a working platform has been installed by Erith. Regarding hazardous materials and presence of asbestos it relates back to the Erith file. It is understood the S05 plot is clear of Asbestos and the risk of contaminated land is low. There is no reference to S06 which is also part of Contract B.

The reports include a *Hazard Elimination & Management List* with actions to be considered prior, during and after construction.

**LAND, SOILS AND ENGINEERING REPORTS**

**Report:**

WSP/Parsons Brinckerhorff, Jul 2015 – [Aylesbury Estate / FDS / Ground Investigation Report](#)

**Key points:**

The WSP report collates and interprets the information of the following ground investigations:

- ESG 27/04/15 and 06/05/15. The report refers to previous investigations undertaken at and in the vicinity of the FDS site and the British Geological information. The previous reports are:
- WSP, “Geo-Environmental and Geotechnical Preliminary Risk Assessment”, Sept 2014.
- Soils Limited, “Report on a Phase II Ground Investigation at 1B/1C Aylesbury Estate, Southwark, SE17 2BJ”, Feb 2013.
- Ground Engineering Limited, “Phase 2 Site Investigation Report – Sites B/E and D (Construction Phase 2\_ - Aylesbury Estate”, Jan 2010.

An explosive ordnance threat assessment was undertaken by [BACTEC](#) on June 2014. The FDS site is a low-risk zone with a small, very localised, area of medium/high risk in the northern area of the site. To help mitigate the risk the following recommendations have been done by BACTEC:

- Low risk Zones: Safety awareness briefing is conducted to operatives working on site.
- Medium/High Risk Zones: An explosive ordnance disposal engineer should be present on site to support shallow intrusive works as well as an intrusive magnetometer survey of all location of works to maximum bomb penetration depth, 10m below ground level.



FDS Contract B has been identified as a Low-Risk Zone (see above image).

From the ground investigation report it was concluded that the ground profile matches the expected profile for the area which is:

STRATUM	ELEVATION OF UPPER SURFACE (mAOD)	TYPICAL THICKNESS (M)
Made Ground (MG)	+2.5	2.0
Kempton Park Gravel Member (KPGM)	+0.5	3.0
Lambeth Group (LMGE) - cohesive	-2.5	3.5
Lambeth Group (LMGE) - granular	-6.0	4
Thanet Formation (TAB)	-10.0	11.0
White Chalk Subgroup (WHCK)	-21.0	>50

With the above ground profile, a piled foundation is recommended. The preliminary design has limited the pile length to 20m (-17.5mAOD) to prevent the piled foundation encroaching into the white chalk boundary. This preliminary design has been done as single piles and not pile group, which will be required to accommodate the specified loadings. This configuration is to be confirmed during detailed design.

Groundwater was encountered at the bottom of the Kempton Park Gravel bed (-2.0mAOD) and for the purpose of the preliminary design this is the level taken for the groundwater table. There were encounters of further ground water at other depths at around -5.0mAOD and again at -15.0mAOD

**Report:**

WSP, Feb 2015 – [Energy Assessment and District Heating Study – Version 3](#)

**Key points:**

The Energy Assessment and District Heating Study gives the recommended approach for the FDS (Contract A, B & C); this is a combination of 'Be Lean', 'Be Clean' and 'Be Green' measures. The study includes the feasibility of including a 500kW CHP and district heating network during the development of the FDS; and with it being part of the main Aylesbury Masterplan of including 2no 500kW and a larger 2.5MWe. Approximately 700m<sup>2</sup> of roof space has been considered for allocating PV panels which will also assist in achieving emission saving.

**Report:**

WSP, Jan 2018 – [Block 1, 5 & 6: Aylesbury Estate Stage 3, Façade Engineering](#)

**Key points:**

The Façade engineering report outlines the different cladding types to be used on Blocks S01, S05 and S06. On the subsequent design development stages the identified external wall types (EWT) will be rationalized and explore options for products, materials and build ups.

The identified key issues on the report and to be resolved on subsequent design stages are: Acoustic, thermal environmental and operational satisfaction of windows and doors; Thermal bridging requirements stipulated by M&E consultant and the requirement of minimum 225 mineral wool insulation due to the TFEE rate set.

**Report:**

HTA, July 2016 – [Sustainability Report Issue 3](#)

**Key points:**

The Sustainability report compiles the results of the SAP analysis of Block 5; with the results currently being compliant with the London Plan targets of 35% reduction over 2013 Building Regulations. Some of the results suggest that further design work is required to make the project confident about compliance; this includes focus on the thermal bridging detailing and window usage through the blocks.

Regarding BREEAM the design currently achieves 'Very Good'; efforts will be made to achieve 'Excellent'.

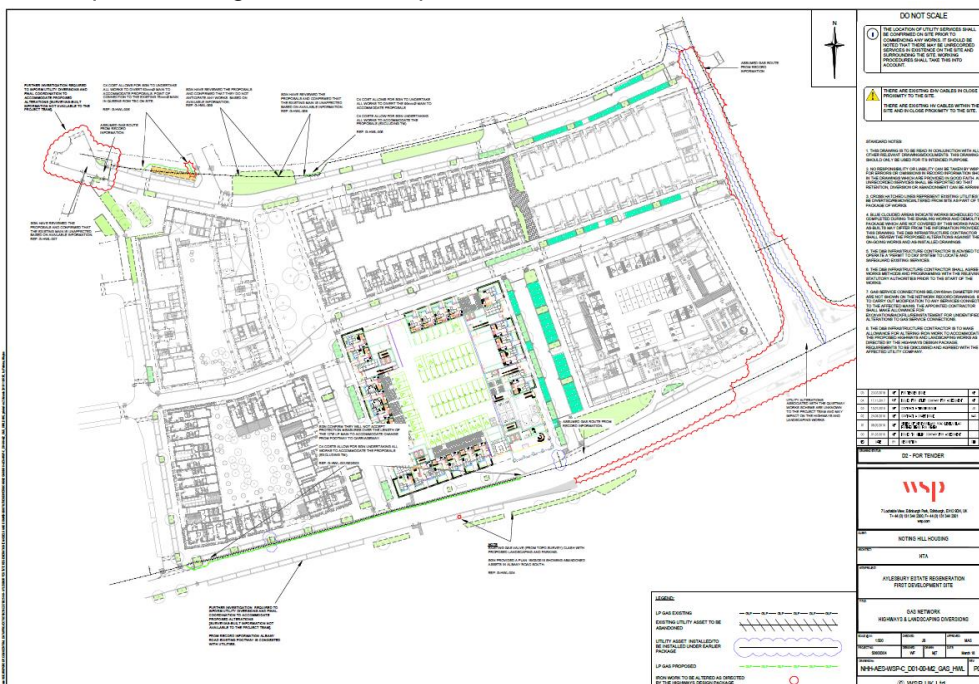
SCHEDULE OF SERVICE DRAWINGS			
Service	Name of Utility Company	Existing layout available	Proposed layout available
Water	Thames Water Utilities	✓	✓
Gas	SGN Connections	✓	✗
Electricity	UK Power Networks	✓	✓
BT	BT - Openreach	✓	✓
Cable Network	Virgin Media	✓	✓
Electricity Grid	UK Power Networks	✓	✓
Pipeline (miscellaneous)	Thames Water FW & SW	✓	✓
Others	District Heating	✓	✓

**EXISTING SERVICES - SIGNIFICANT POINTS**

Service:	<b>GAS</b>	Drawing No:	<ul style="list-style-type: none"> <li>• <a href="#">NHH-AES-WSP-C_D01-00-M2-GAS_HWL P05</a></li> <li>• <a href="#">SGN 1770412</a></li> <li>• <a href="#">WSP UK – 0304-SK-029 P0z2</a></li> </ul>
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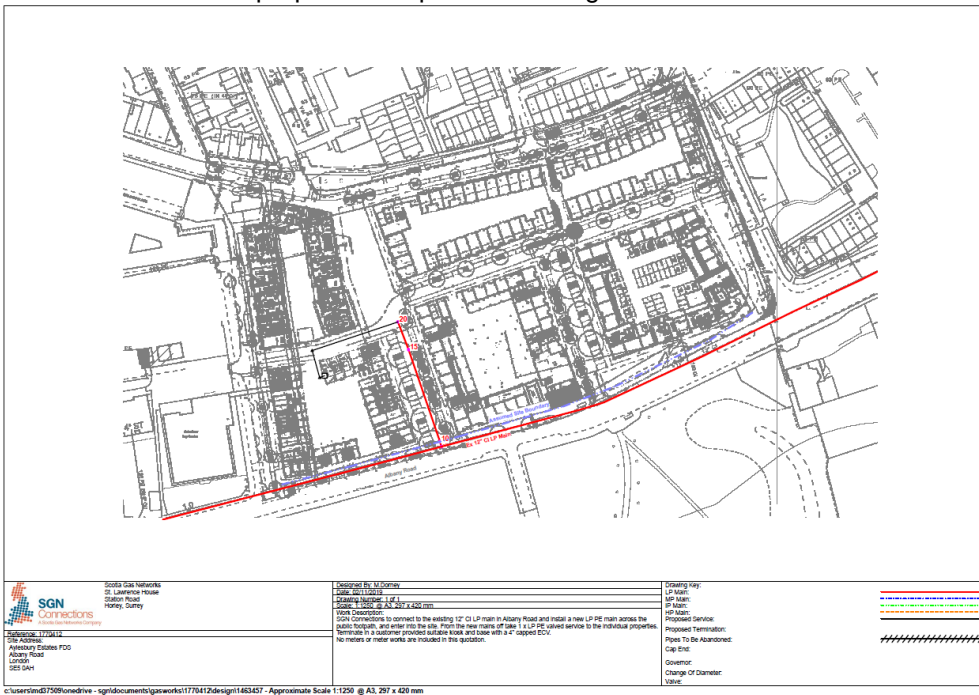
**Key points:**

WSP Gas Network drawing incorporates the Gas infrastructure works for Phases A, B and C and is being constructed as part of Phase A. S05 Energy Centre supply detail not currently shown on drawing, a new quote & design has been requested from SGN.

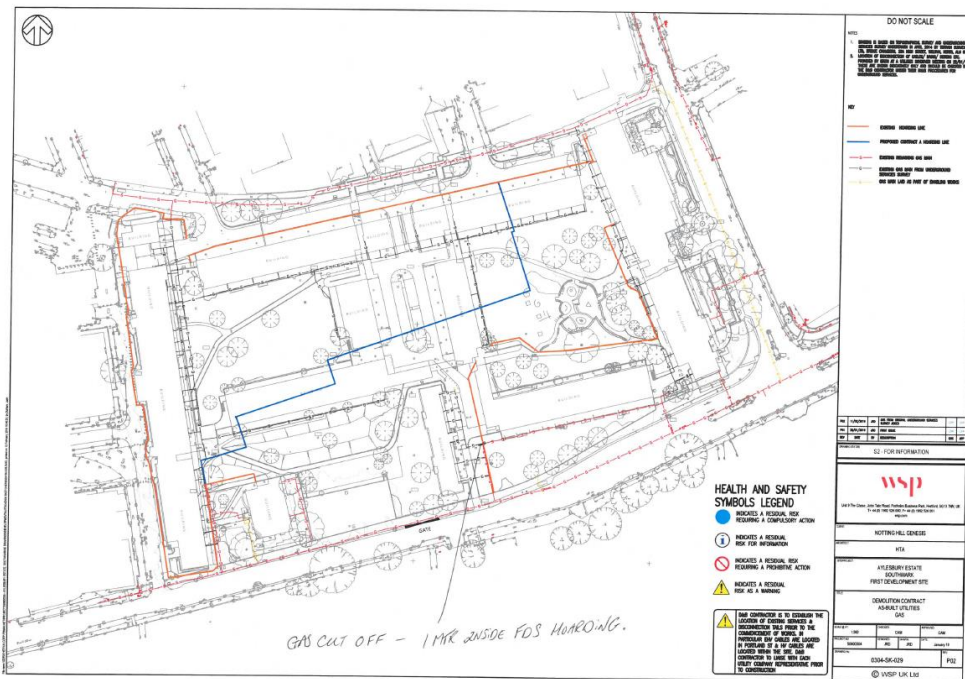




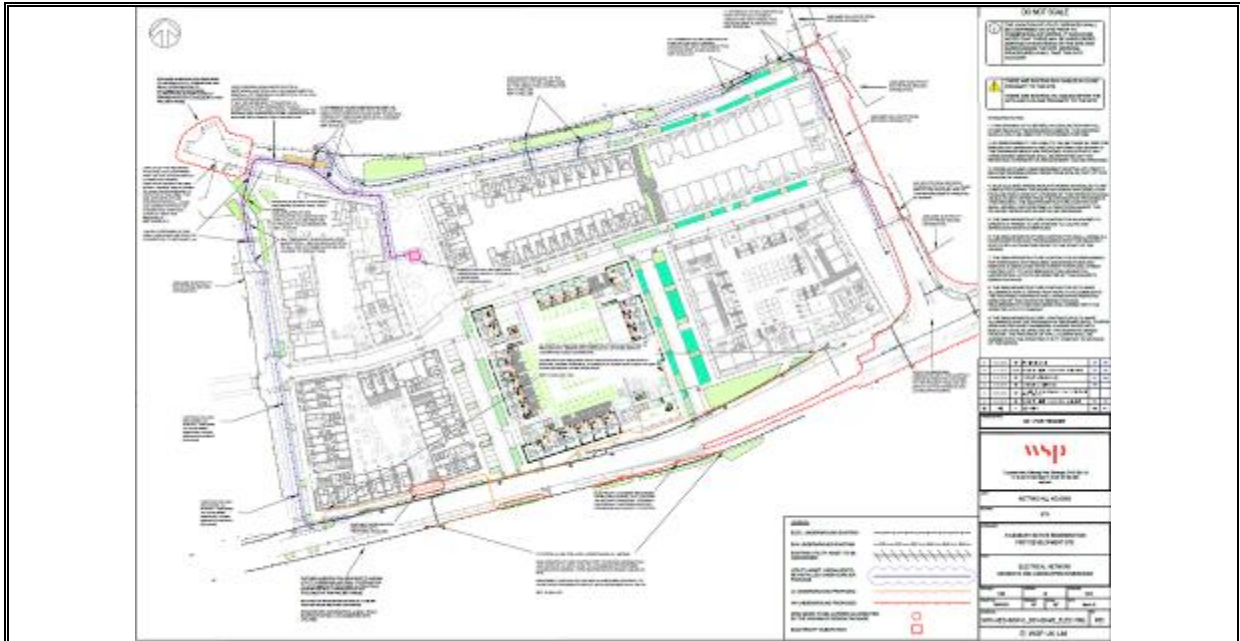
Temporary Energy Centre for Contract A supply shown on SGN 1770412. Temporary Energy centre infrastructure clashes with the proposed footprint of building S06-E.



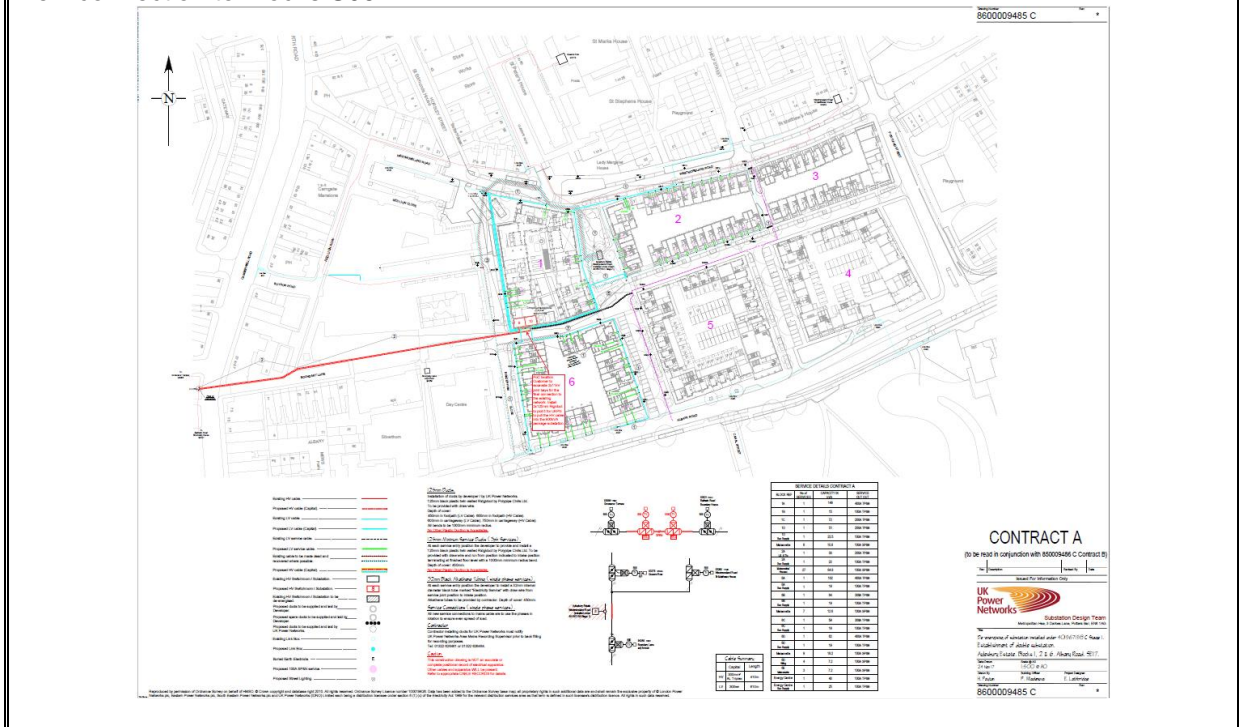
Erith Handover pack includes WSP drawing mark up which shows a gas cut off tail left towards the east boundary of Phase B and against Phase C. It is not clear if this was further disconnected at a later date ie) after the completion of the demolition of Phase C.

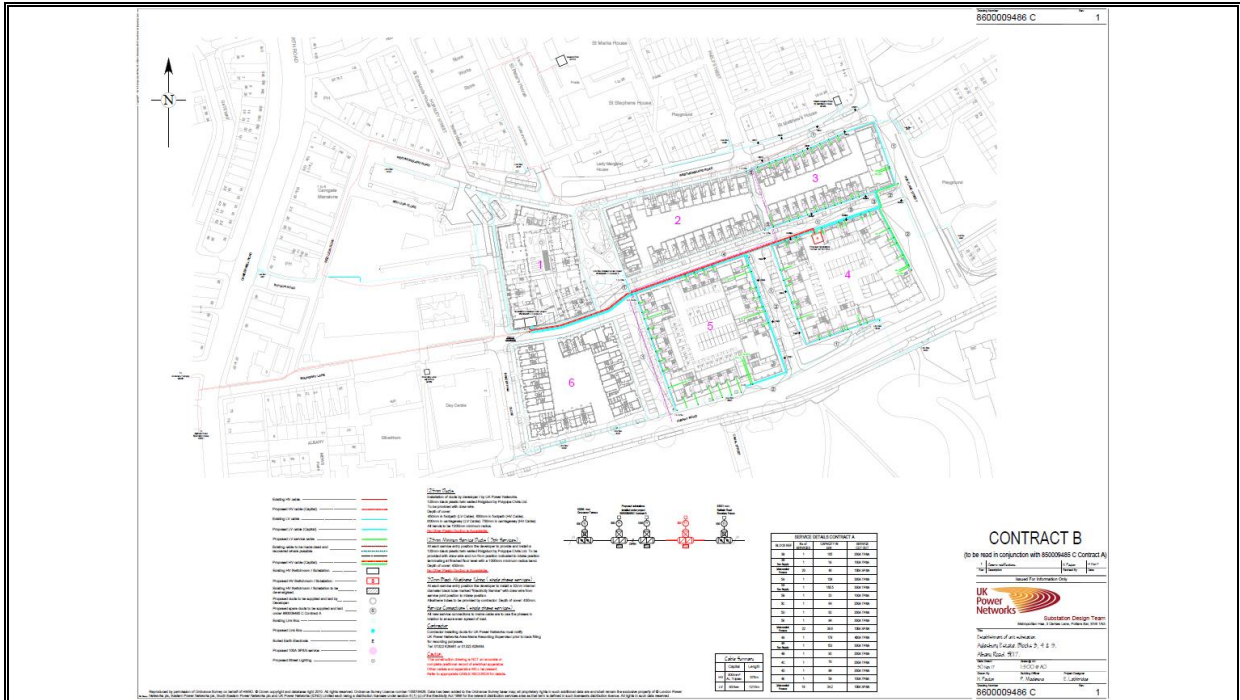


Service:	<b>ELECTRIC</b>	Drawing No:	<ul style="list-style-type: none"> <li>NHH-AES-WSP-C_D01-00-M2-ELEC_HWL P05</li> <li><a href="#">UKPN 8600009485 C (Contract A)</a></li> <li><a href="#">UKPN 8600009486 C (Contract B)</a></li> <li><a href="#">WSP UK - 0304-SK-028 P02</a></li> </ul>
<b>Key points:</b> WSP Electrical Network shows existing HV/LV infrastructure that is being diverted, disconnected and maintained as part of Contract A.			

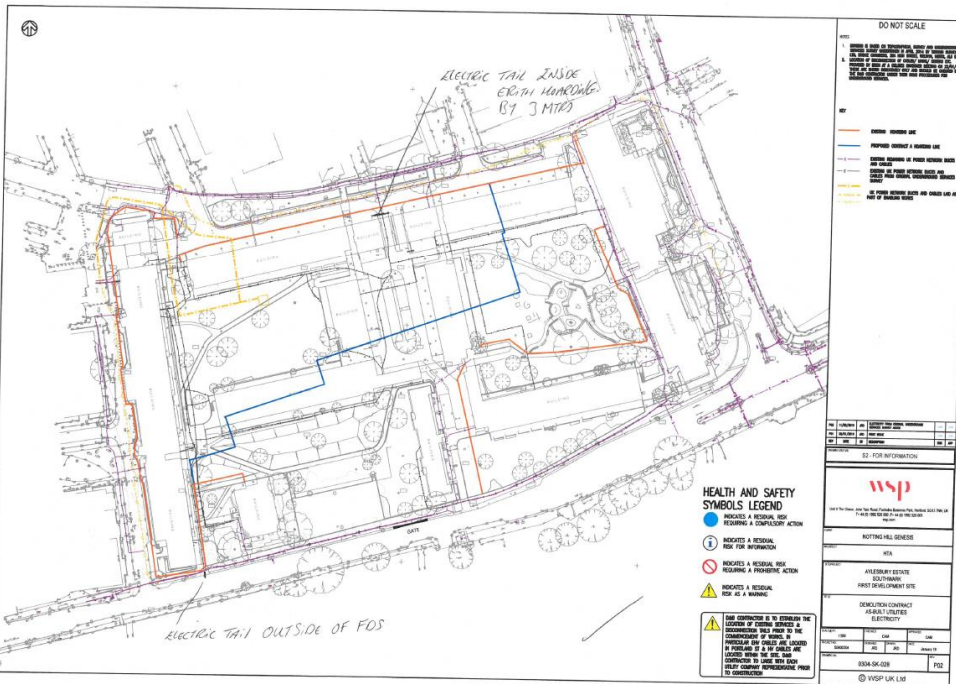


UKPN Drawings for Contract A & B are to be read in conjunction and they show the phasing of works, de energisation of substation, new substations and future connections of Contract A and B during development. Contract A show the new connection to Blocks S06 and Contract B drawing show the new connection to Blocks S05.





Erith Handover pack includes a WSP drawing markup which shows electric tails left within the footprint of Contract A and B.

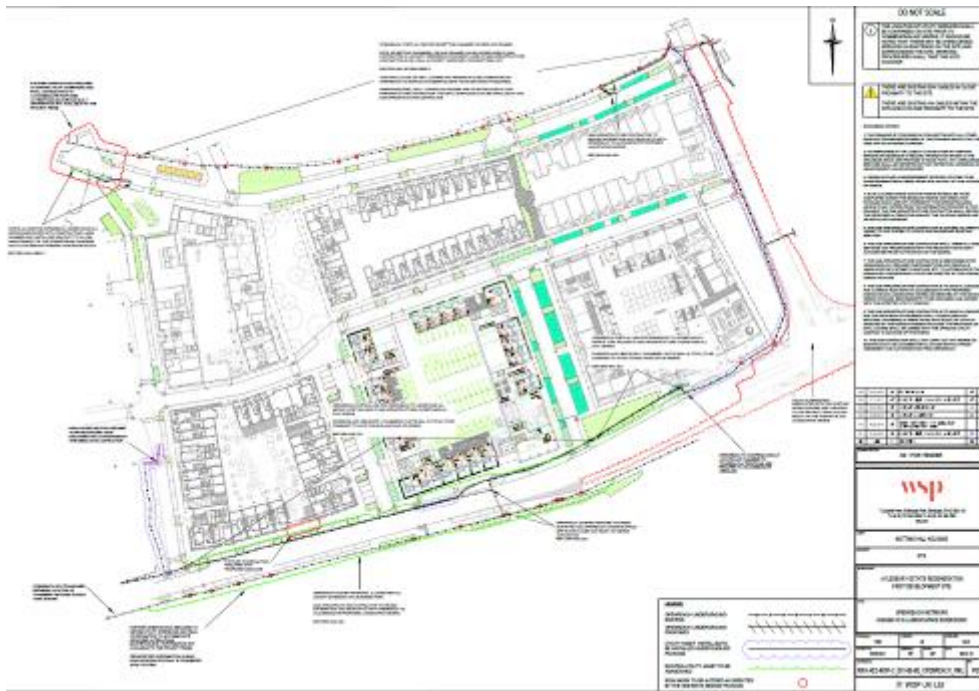


Ellison House is still **live** and must be disconnected prior to demolition works.

Service:	<b>BT</b>	Drawing No:	<ul style="list-style-type: none"> <li>NHH-AES-WSP-C_D01-00-M2-OPENREACH_HWL</li> <li><a href="#">TSOKL-L/ROD/411</a></li> <li><a href="#">TSOKL-L/ROD/412</a></li> <li><a href="#">WSP UK – 0304-SK-030 P02</a></li> </ul>
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**Key points:**  
According to the Erith handover report and WSP records there was no BT infrastructure left within the site Boundary. New infrastructure is being installed as part of Contract A.

Subject: Construction Phase Health and Safety Plan



Plant On Map Job Description: AYLESBURY ESTATE REGENERATION - FDS CONTRACT A Proposal: OPENREACH FIBRE CONNECTORISED NETWORK, PROPOSAL

**Important Notice - BT's joint boxes (JB and JUF) must be constructed in non carriageway situations only. If there is any deviation from this please contact your newSite Representative before work commences.**

**Print not to scale**

**Certified By:**

**Date:**

Exchange Area: LONDON WALWORTH  
 Estimate Number: TSOXK\_L-ROD-411  
 Planned By: MICHAEL CROUCH  
 NSI: L/ROD/411 Issue: 2  
 Map Ref: 53274-177845  
 Date: 2017-12-07



Plant On Map Job Description: AYLESBURY ESTATE REGISTRATION - FDS CONTRACT B Proposal OPENREACH FIBRE CONNECTORISED NETWORK PROPOSAL

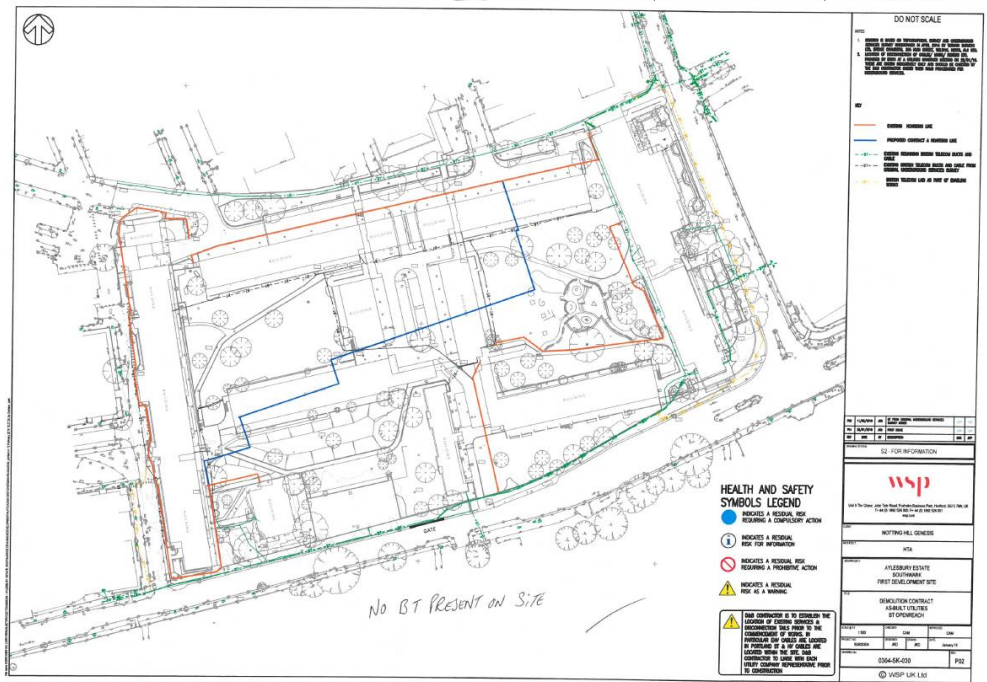
**Important Notice - BT's joint boxes (JB and JUF) must be constructed in non carriageway situations only. If there is any deviation from this please contact your newSite Representative before work commences.**  
 Print not to scale

Certified By:

Date:

Exchange Area: LONDON WALWORTH

Estimate Number: 7550KL  
 Planned By: Michael Crouch  
 NSI: L/ROD/412 Issue: 2  
 Map Ref: 552736-177729  
 Date: 2017-12-06



Service: **WATER**

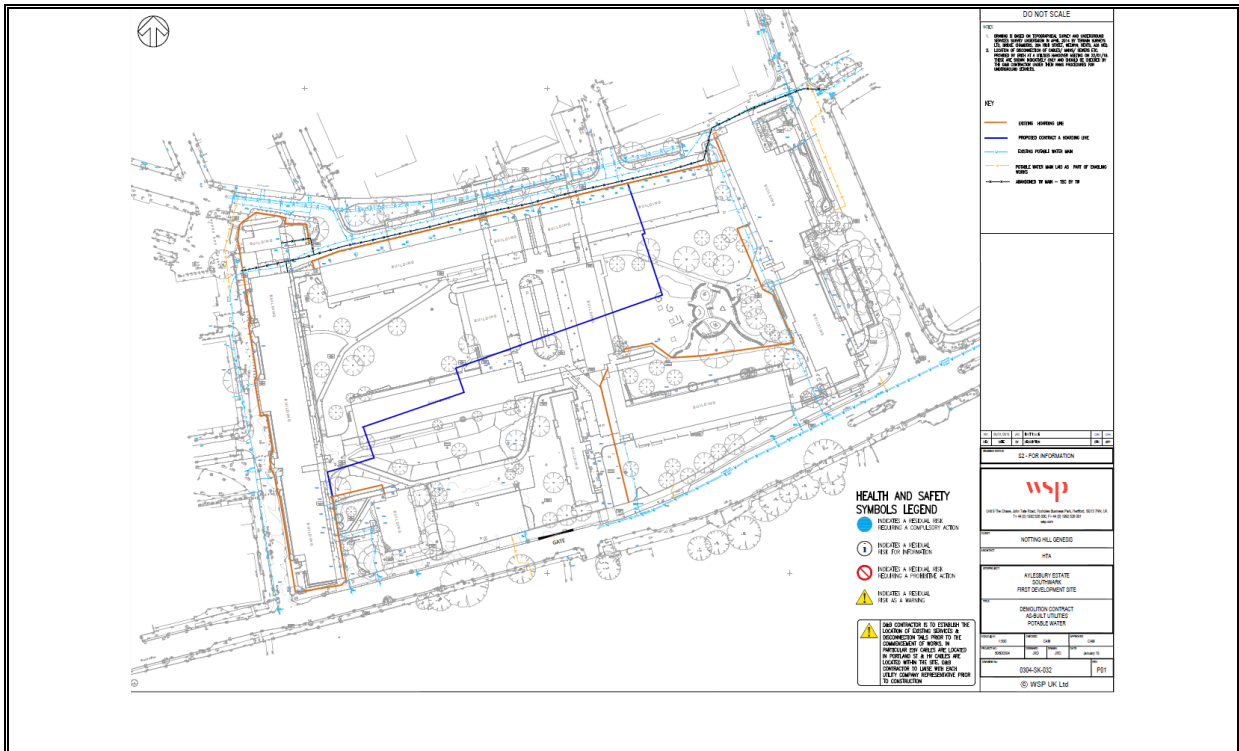
Drawing No:

- [NHH-AES-WSP-C\\_D01-00-M2-POTABLE HWL](#)
- [Thames Water 50184911 Rev 1](#)
- [WSP UK – 0304-SK-030 P02](#)

Key points:

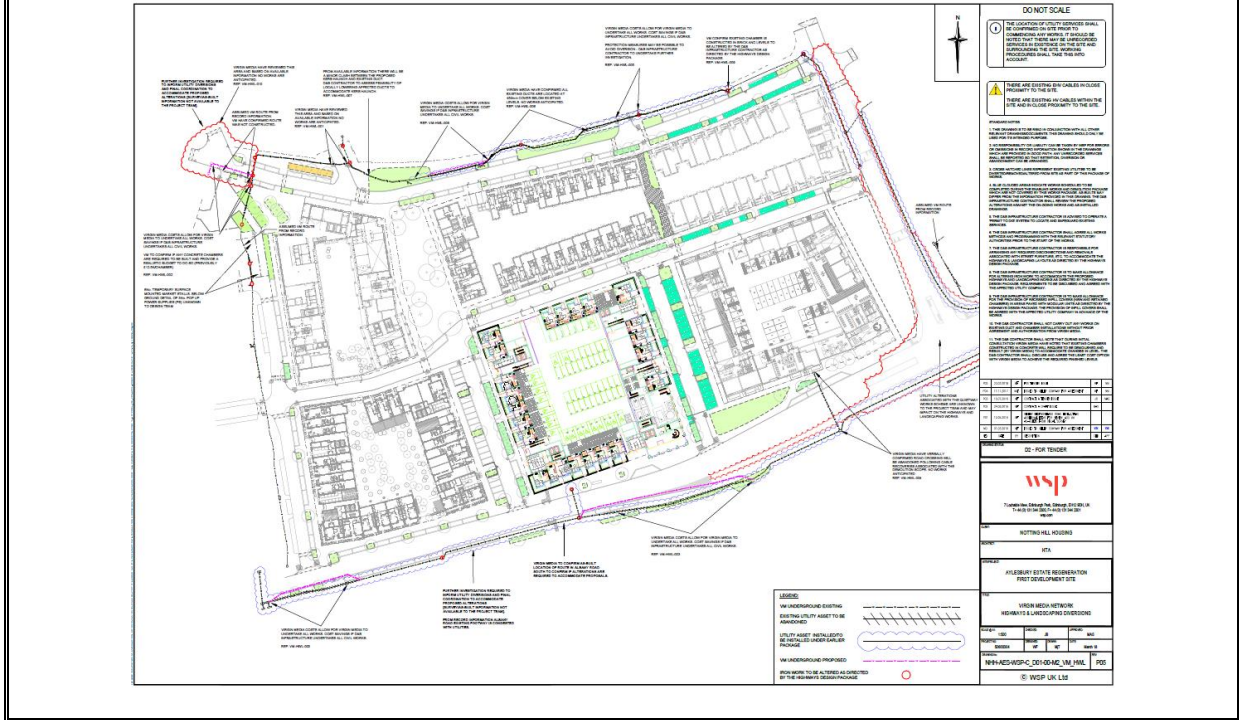
New water mains are being installed in accordance to Thames Water requirement for the FDS. The mains infrastructure is part of Contract A and is Live and set out in accordance to the Thames Water drawing. Following the completion of the demolition works by Erith it isn't clear where all disconnections have taken place. Further records have been requested from the client; in the meantime, all water pipes shown on WSP as built drawing are to be treated as **Live** until confirmed otherwise.





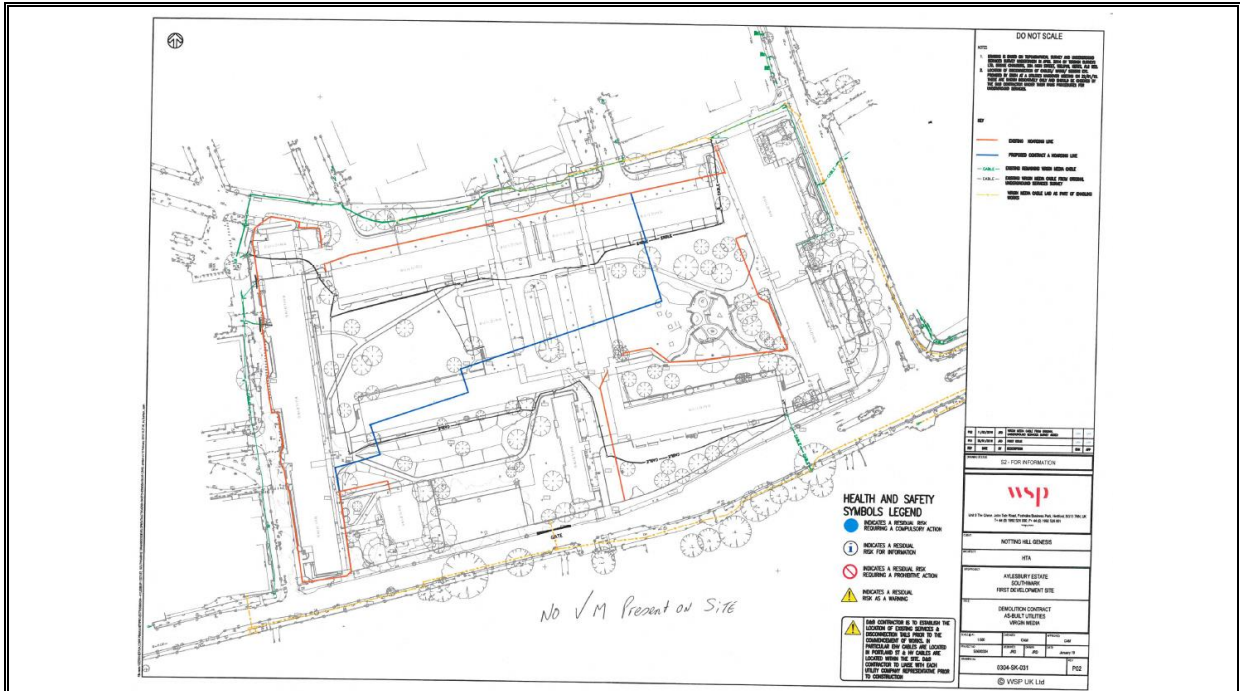
Service:	<b>CABLE</b>	Drawing No:	<ul style="list-style-type: none"> <li><a href="#">NHH-AES-WSP-C_D01-00-M2-VM_HWL</a></li> <li><a href="#">NBU 19987 Contract A</a></li> <li><a href="#">NBU 45338 Contract B</a></li> <li><a href="#">WSP UK – 0304-SK-030 P02</a></li> </ul>
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**Key points:**  
 According to the Erith handover report and WSP records there was no VM/Cable infrastructure left within the site Boundary. Existing infrastructure to the perimeter of the site is being relocated as part of the 278 works in roads and footpaths of Contract A. New infrastructure is being installed as part of Contract A to serve Contract B.



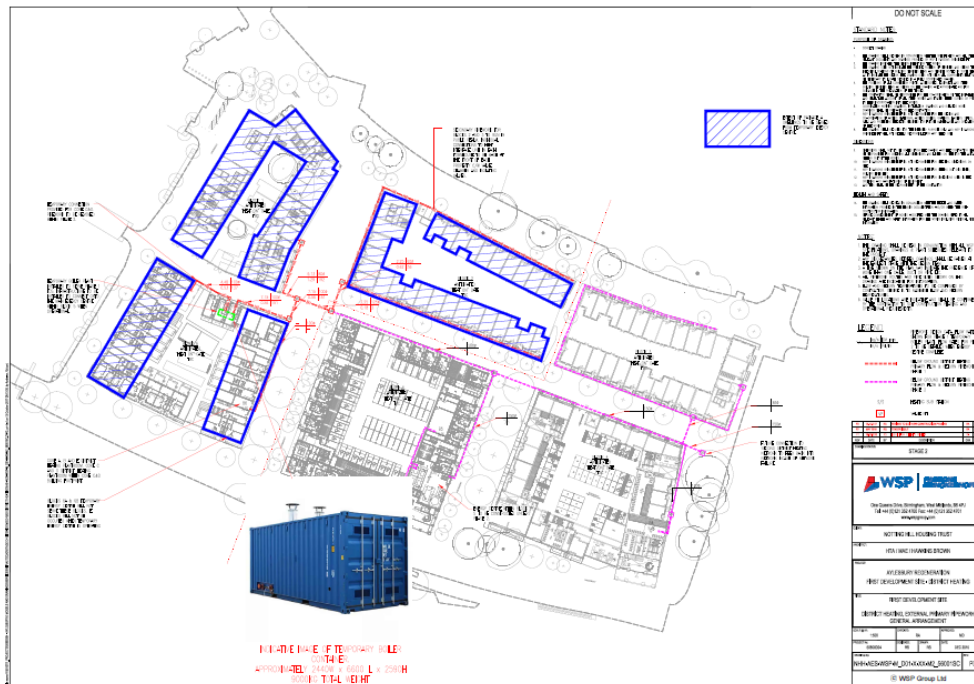






Service: **District Heating** Drawing No: **NHH-AES-WSP-M D01-X-XX-M2 56001SC**

**Key points:**  
 Erith Enabling works file registers that all district heating pipework from Package A has been removed; with the exemption of a small length of pipe that remains under the tree influence protection zone. This pipework is being managed as part of Contract A. The new district heating underground infrastructure is being installed by Contract A. During Contract B the Energy Centre on S05A will be connected to this infrastructure and the temporary plantroom infrastructure will be removed from the network to allow S06E to be complete.



Service: **Other** Drawing No:

**Key points:**

SITE LAYOUT - SIGNIFICANT POINTS	
Access/Egress:	Off Albany Road
<p><b><u>Pedestrian Access and Egress:</u></b>            Pedestrian access to site will be via a designated pedestrian gate and turnstile with fingerprint recognition (MSite), only inducted personnel will be able to make use of this turnstile. Once past the turnstile segregated walkways will take you to the site compound. To access the works areas there will be segregated walkways, established crossing points and traffic marshals / banksman managing the movement of plant and deliveries. Only authorised and competent personnel will be allowed to enter the roads and be in proximity of plant.</p> <p><b><u>Vehicular Access and Egress:</u></b>            All vehicles must enter and exit site via Albany road. This gate will be shared for deliveries and access to the site car park. A one-way system making use of East West Street will be established to prevent vehicles having to reverse inside the site.            Due to the size restriction of the site and neighbouring roads delivery vehicle size will be limited to 4 axle rigid vehicles, in some instances articulated vehicles will be authorized by the site management team due to the nature of the delivery ie) plant delivery.            All deliveries are to be booked in advance a minimum of 24 hours to be allowed on site. All vehicles are to be FORS Silver compliant as a minimum as the CLOCS standard will be adopted on site. Delivery times will be allocated to reduce the build-up of traffic to the surrounding area. Maps of routes to the site will be provided with material and contract orders to show HGV routes to the site, to avoid traffic build up in minor roads and estates.</p>	
Compound:	Located on Phase C off Albany Road
<p>The compound will be established in the area of S04B and it will locate canteen, drying rooms (M &amp; F), toilets (M&amp;F), site offices, smoking area and resting area; a small car park will be established primarily for the site management and client use. The area will be segregated from the site by hoardings and fencing. As works progress the requirement for satellite compounds or facilities areas will be reviewed and established as required.</p>	
Materials Storage:	As above
<p>Materials will be unloaded on the demarcated areas for storage; this will be established near the haul roads and hoists. The undercroft car park will be used to store materials via the use of a 2ton forklift due to the height restrictions in the car park.            Subcontractors will maintain the assigned storage area in a tidy and organized manner.            Storage containers will be used for timber materials, plumbing and sanitaryware, electrical materials and others, this will be sited on Phase C and transported via forklift to the required location.            Temporary storage areas can be setup in the car park area; this will to be setup in a way that will not present a fire risk.</p>	
Build Sequence:	
<p>The main constraints that affect Contract B sequencing are:</p> <ul style="list-style-type: none"> <li>• Obtain vacant possession of Ellison House and complete demolition works by 30/09/2022.</li> <li>• Completion of the Energy Centre in S05A by May 2023 to allow the dismantle of the temporary energy centre and commencement of S06 A/B/E June 2023.</li> <li>• Completion of 278 works and handovers of Contract A; good communication to be maintained between Contract teams to understand and manage change implications because of the sequencing.</li> <li>• The site boundary will change as works progress because Contract A will finish handing over June 2022. Initially the site will sit within the Contract A boundary, as handovers progress the north and west boundaries of the site will be surrounded by the newly occupied buildings S01, S02 and S-06. The project will be fenced in line with the handover strategy of Contract A; and hoarding will be removed in accordance with the handover of Contract B.</li> </ul> <p>The main build sequence and critical dates of Contract B are as follows:</p> <ul style="list-style-type: none"> <li>• <b>S05A</b> <ul style="list-style-type: none"> <li>○ SoS date: 29/11/2021</li> <li>○ Phase B Compound setup by: 17/12/2021</li> </ul> </li> </ul>	

<ul style="list-style-type: none"><li>○ Piling start: 10/01/2022</li><li>○ Substructure and Infrastructure start: 31/01/2022</li><li>○ RC Frame start: 07/03/2022</li><li>○ Envelope Works start: 13/06/2022</li><li>○ Internal Fit Out and M&amp;E start: 12/08/2022</li><li>○ External Works start: 13/03/2023</li><li>○ Completion starts: 05/12/2023</li></ul> <ul style="list-style-type: none"><li>● <b><u>S06D(Wing):</u></b><ul style="list-style-type: none"><li>○ Demolition of Ellison House and Contract A welfare relocation by: 30/09/2022</li><li>○ Piling start: S06D: 12/12/2022</li><li>○ Substructure and Infrastructure start: 09/01/2023</li><li>○ RC Frame start: 09/02/2023</li><li>○ Envelope Works start: 29/03/2023</li><li>○ Internal Fit Out and M&amp;E start: 26/05/2023</li><li>○ External Works start: 21/09/2023</li><li>○ Completion starts: 07/12/2023</li></ul></li><li>● <b><u>S06A/B/E:</u></b><ul style="list-style-type: none"><li>○ Demolition of Ellison House and Contract A welfare relocation by: 30/09/2022</li><li>○ Piling start: 20/07/2023</li><li>○ Substructure and Infrastructure start: 14/08/2023</li><li>○ RC Frame start: 26/10/2023</li><li>○ Envelope Works start: 09/01/2024</li><li>○ Internal Fit Out and M&amp;E start: 31/01/2024</li><li>○ External Works start: 23/07/2024</li><li>○ Completion starts: 30/05/2025</li></ul></li></ul>	
Other:	
Key points	

## SECTION 2

# MANAGEMENT AND ORGANISATION

### MANAGEMENT OF HEALTH & SAFETY ON SITE

Whilst the Organisation Chart shown in this section of the Health & Safety Plan details the 'chain' of command, it is important to clarify the individual roles in relation to health and safety on site.

1. The **Project Manager, Juan Velez**, will have overall responsibility for:
  - a) Ensuring that the procedures laid down in the Health & Safety Plan will be fully implemented. They will also be responsible for the updating of the Plan, as and when required, accommodating items such as Method Statements, Risk Assessments and Sub-contractors Safety Policies as these become available.
  - b) To ensure that sub-contractors have been given sufficient information to enable them to fully plan and implement their works with regard to the safety of their operatives and others who may be affected by their actions – this should include results of any surveys such as ground contamination, asbestos samples, traffic restrictions, public access, etc.
  - c) It will also be the responsibility of the Project Manager to ensure that the relevant information such as Method Statements, Risk Assessments, and Health & Safety Policies are obtained from Contractors and passed to the Site Manager for inclusion in the Health & Safety Plan.
2. The **Site Managers** will be responsible for the day-to-day implementation of the Health & Safety Plan as follows:
  - a) Statutory Requirements - recording of inspections; scaffolding, excavations, lifting appliances, etc., in the Site Safety Register.
  - b) Induction of all new starters using the Standard Site Induction Form.
  - c) Toolbox Talks.
  - d) Ensuring that operatives have the necessary skills to enable them to adequately perform the given task or job, e.g. abrasive wheels, cartridge tools, dumpers, forklifts, MEWP's, etc. (This will be achieved by having sight of a relevant training card, CPCS or similar approved, for the appropriate item of plant being used and entering details of it in the Site Safety Register.)
  - e) Ensuring the sub-contractors are fully aware of all risks to health and safety which may affect them, or their operatives and that any operation carried out by them which may affect others will be fully communicated to the affected persons?
  - f) To ensure, in conjunction with the Contracts Manager, that safety meetings are held on site at regular intervals, at which all aspects of safety are discussed with an upwards as well as downwards exchange of information to/from all contractors on site.
3. The **Safety Advisors** will audit the Health & Safety Plan during their visits to site.
4. It is the duty of all **supervisory staff** to ensure that at all times works are carried out safely and that the relevant regulations are being fully complied with.

Disciplinary warnings will be issued for minor breaches of safe working practices.

Serious breaches will result in removal from site of the offending person/persons or company.
5. The **Safety Manager** will provide guidance and advise staff to help the implementation of the Health & Safety Plan and safety in general on site.
7. In the early stages of construction, a meeting/meetings will be held with the CDM Co-ordinator to discuss what information will be required for inclusion in the Health & Safety File and how and when this information will be supplied.

MANAGEMENT OF HEALTH & SAFETY IN THE CONSTRUCTION PHASE

1. The management of health and safety during the Construction phase will be carried out by the implementation of:
  - a) Company Safety Policy
  - b) Risk Assessments
  - c) Method Statements for high-risk activities
  - d) Site Safety Inspection of the work in progress to ensure compliance with items (a) –(c) above
  - e) It is the responsibility of the Construction Management team to monitor and develop the Health and Safety Plan to ensure the following:
    - f) A common approach is developed for managing Health & Safety at Work.
    - g) Assessments are prepared by contractors as required by the Management of Health and Safety at Work regulations.
    - h) The provision and use of designated welfare arrangements.
    - i) The implementation of the Health and Safety Plan.
    - j) Modifying and updating the Health and Safety Plan as and when necessary.
    - k) The issue of, where appropriate, rules for a safe working environment.

## CONSTRUCTION (DESIGN & MANAGEMENT) REGULATIONS 2007

In so much as the Construction (Design and Management) Regulations 2007 places duties on the Principal Contractor to develop the Health & Safety Plan, we also need to conform to various other safety legislation, such as the Health & Safety at Work Act and the Management of Health & Safety at Work Regulations, which require the establishment of company policies, procedures, etc.

To this end the Health & Safety Plan needs to be read in conjunction with the following:

### 1. SAFETY POLICY AND MANUAL

A copy of this document can be accessed on every site and consists of three parts:

- i) Company Safety Policy
- ii) Organisation and arrangements for carrying out this policy
- iii) Procedures

### 2. SITE SAFETY REGISTER

In order to comply with our obligations regarding the recording of inspections and statutory requirements, we have devised a Site Safety Register, which incorporates all the necessary statutory requirements such as scaffolding, excavations, lifting appliances, etc., together with our own company requirements, such as checks on fire extinguishers, issue of PPE, record of certificates for plant and equipment, records for induction.

We would emphasise that whilst these documents are physically separate from the Health & Safety Plan, they are an integral part and should be construed and used as such.

### 3. HEALTH & SAFETY PRINCIPLES AND OBJECTIVES

It is the policy of Hill that, so far as is reasonably practicable, the health, safety and welfare of employees, sub-contract personnel, site visitors and the general public will not be endangered by the activities of the Company.

Management, supervisory staff and all other Company employees who authorise work will be responsible for ensuring that suitable and sufficient health, safety and welfare facilities are made available and working conditions that are, so far as is reasonably practicable, without risks to health, safety and welfare are provided.

All statutory duties and provisions will be complied with and it is a duty of all Company employees to constantly assess methods of work and working places to ensure such compliance.

All employees and sub-contractors are required to adopt systems of work and to maintain places of work that are, so far as is reasonably practicable, without risks to themselves or to any other person.

### 4. STANDARD SETTING

We at Hill will only accept the very highest standards especially when it comes to health and safety.

We believe that our own company procedures exceed health and safety legislation and we insist that our contractors and sub-contractors rise to our standards.

We have an internal audit system to ensure the highest standards are maintained and details are contained in section 10.

The following standards are identified as minimum standards, which we expect all sub-contractors to work to and comply with:

- The Health and Safety at Work etc Act 1974
- The Management of Health and Safety at Work Regulations 1999

Subject: Construction Phase Health and Safety Plan

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- The Lifting Operations – Lifting Equipment Regulations 1998
- The Provision and Use of Work Equipment Regulations 1998
- The Construction Design and Management Regulations 2007
- The Work at Height Regulations 2005
- Control of Vibration at Work Regulations 2005
- JCOP for Fire Prevention on Construction sites - Jan 06 edition and all subsequent
- Any current legislation not identified above
- Hill Health and Safety Policy
- Clients Safety Rules as identified in Pre-Tender Information Pack

As stated, the above are minimum standards and we further expect all work carried out on this project to be undertaken in accordance with all relevant Approved Codes of Practice, Codes of Practice and guidance notes. Sub-contractors must ensure that when preparing safe systems of work and proposed methods of work that these systems and methods take into account all such standards.



Subject: Construction Phase Health and Safety Plan

**SITE SAFETY RULES**

SITE NAME	Aylesbury FDS Contract B
CONTRACT NO	X032
ADDRESS	370 Albany Road Southwark SE5 0AJ
TEL. NO	07719087361 – Juan Velez

**ARE YOU AWARE OF:**

Safety organisation / safety manager	-	Chain of command
First aid facilities/welfare	-	Emergency procedures
Project details	-	Emergency areas, fire point, alarm system
No go areas / boundaries	-	Do's and don'ts/company policies
On-site smoking rules	-	Site details (address/tel no)
Consultation / reporting procedure	-	Categorisation of English language skills
Personal conduct / disciplinary measures	-	Personal safety off site/local area risks

**SITE SPECIFIC RULES/HEALTH AND SAFETY PLAN:**

1.	All risk assessments/method statements and safe systems of work are to be complied with.
2.	If for any reason the system detailed needs to be altered in any way, work must stop and the site manager notified immediately so that a risk assessment/method statement can be revised and re-signed.
3.	Personal safety – irrespective of local risks, employees should report any concerns to the site.
4.	All personnel and visitors must sign in and out when entering or leaving the site in the record provided in the site office.
5.	<b>No smoking</b> is permitted within the site apart from designated areas
6.	All <b>PPE / RPE</b> identified in risk assessments and method statements for each particular operation must be worn
7.	Any instances of inappropriate behaviour on site (i.e. horseplay, throwing of materials, endangering yourself and/or others and playing of sports etc) will lead to disciplinary action.

ALL PERSONS WHO HAVE BEEN INSTRUCTED ON HILL

SAFETY REQUIREMENTS ARE TO SIGN THE INDUCTION FORM

**Main Duty Holders For The Contract****Client**

Name London Borough of Southwark  
Address 160 Tooley Street, London  
Postcode SE1 2QH  
Phone  
Fax  
Contact Lorraine Roach

**Principal Contractor**

Name Hill Partnerships Ltd  
Address The Power House,  
Gunpowder Mill,  
Powdermill Lane,  
Waltham Abbey,  
Essex  
Postcode EN9 1BN  
Phone 020 8527 1400  
Fax 020 8501 8770  
Contact Cain Peters

**CDM Coordinator**

Name Hill Partnerships Ltd  
Address As Above  
Postcode As Above  
Phone As Above  
Fax  
Contact Patrick Connolly

**Clients Agent**

Name Arcadis UK  
Address 80 Fenchurch Street, London  
Postcode EC3M 4BY  
Phone 0779 9075 160  
Fax  
Contact Sigourney Fox

**Architect**

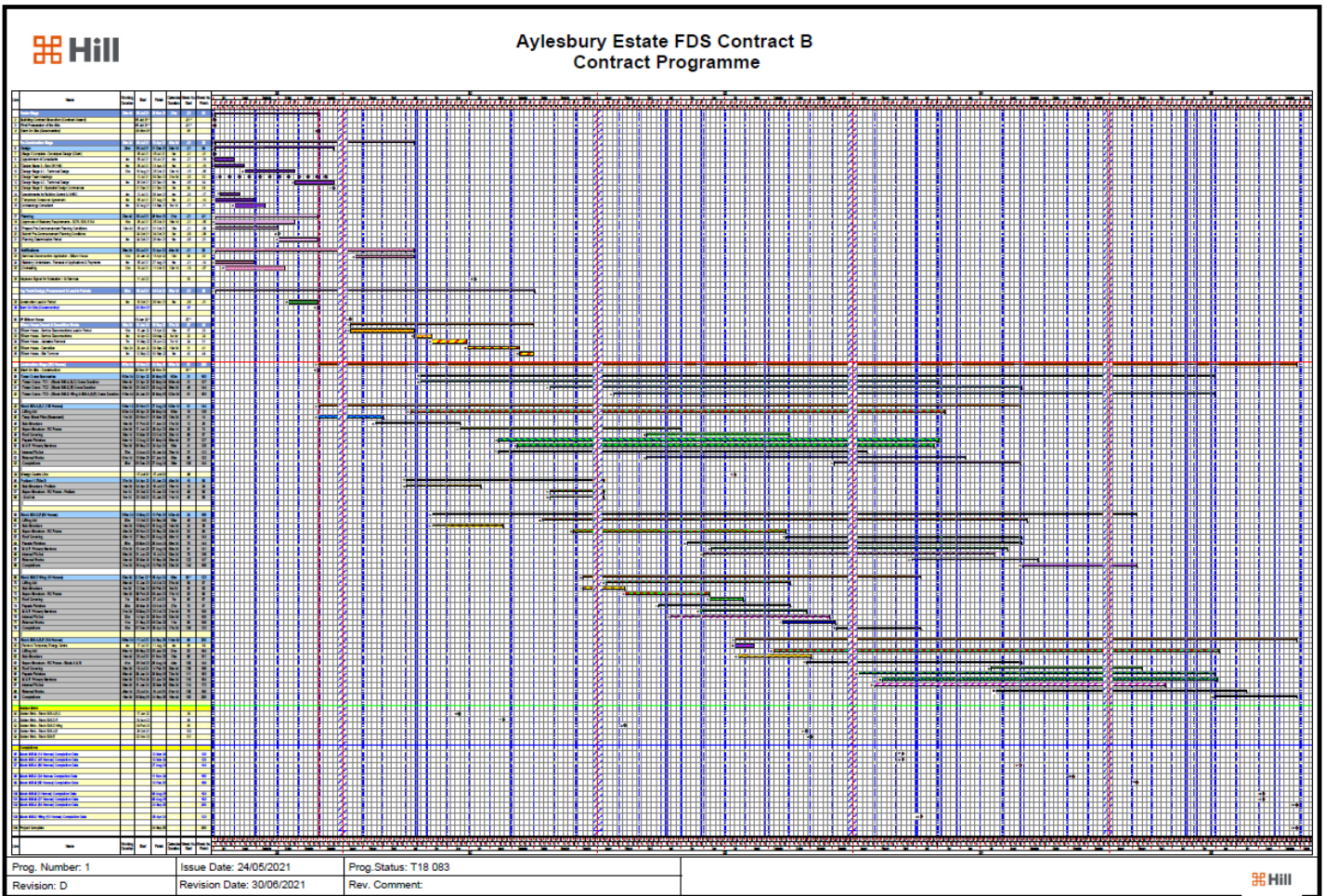
Name Tooley Foster  
Address Warwick House, 116 Palmerston Road, Essex  
Postcode IG9 5LQ  
Phone 02085049711  
Fax  
Contact Khosro Bashi

**Engineers**

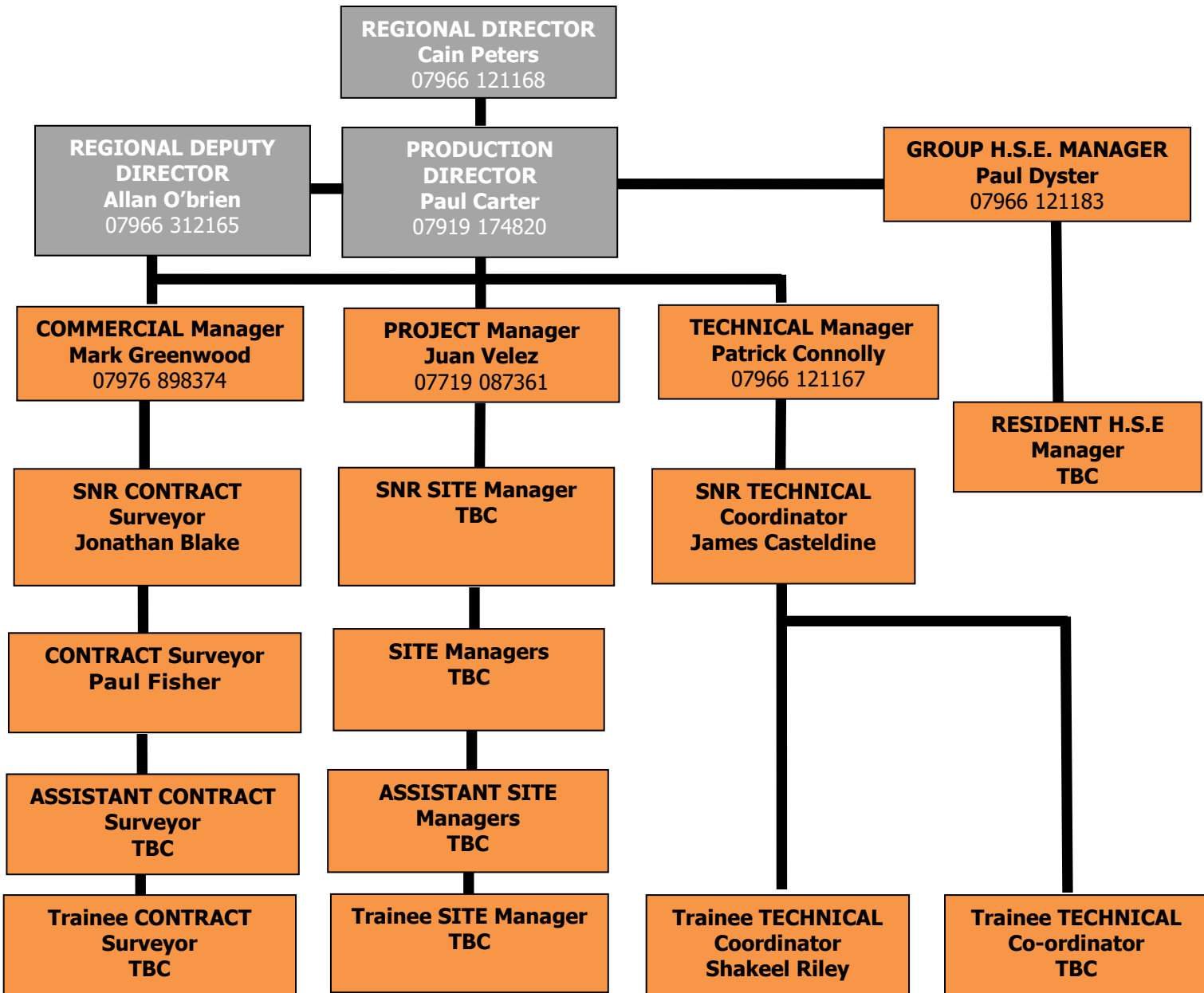
Name Mainhardt (UK) Ltd  
Address 10 Aldersgate Street, London  
Postcode EC1A 4HJ  
Phone 02078317969  
Fax  
Contact Tom Fitzpatrick

# CONTRACT PROGRAMME

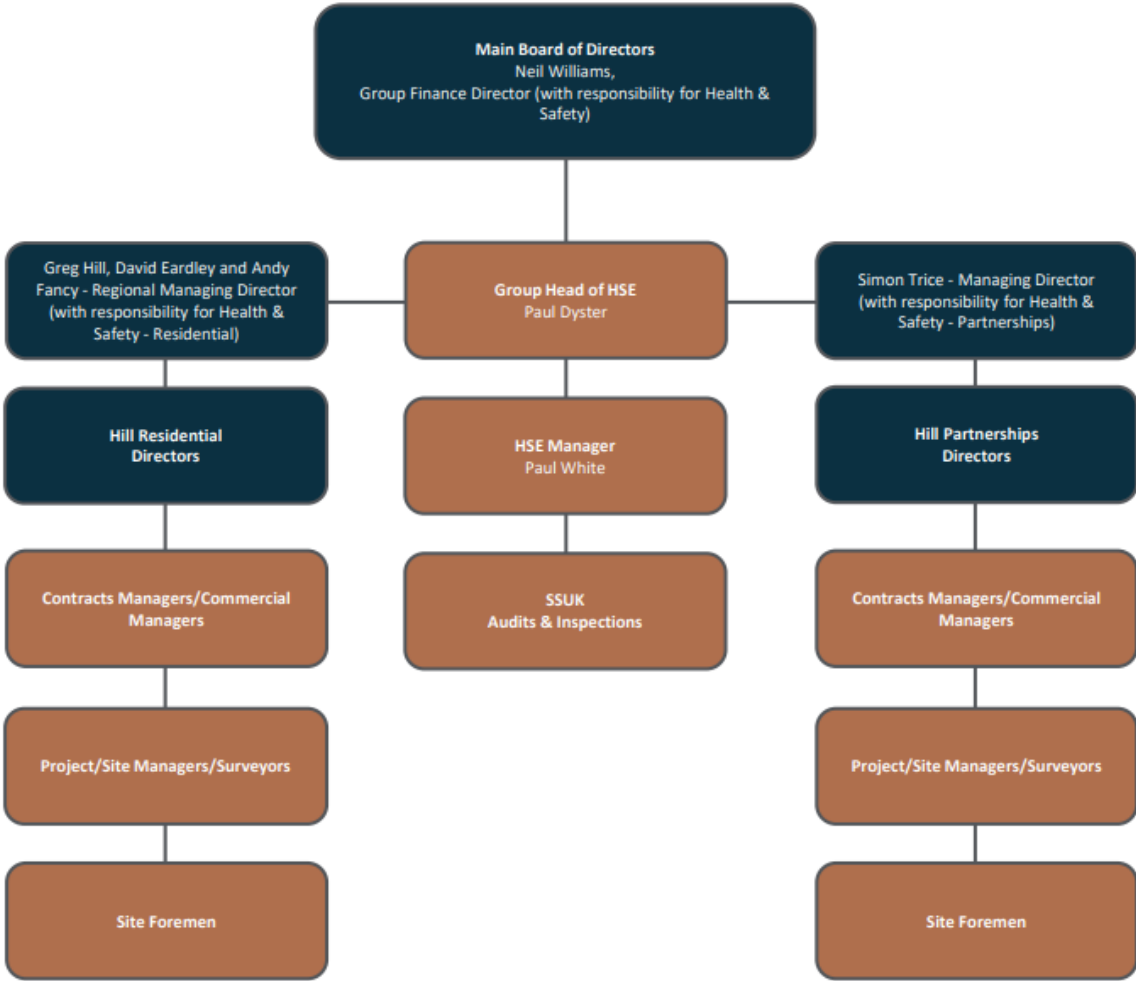
Aylesbury Estate FDS Contract B, REV D, 30/06/2021



**SITE ORGANISATIONAL CHART FOR HEALTH & SAFETY**



**GROUP ORGANISATIONAL CHART FOR HEALTH & SAFETY**



## SECTION 3

# COMMUNICATION, CO-OPERATION AND CONSULTATION

### COMMUNICATION AND CO-OPERATION

Sound communications are an essential element of every project undertaken by Hill. These are conducted both formally and informally and involve as many of those engaged upon the project as is possible. Health and safety form an important item on the agendas of the monthly meetings that take place which involve the management team, the Client's representatives, and the contractors. Contract employees are encouraged to voice ideas and views.

Hill holds occasional evening events to which the principals of the sub-contractors are invited. These events are devoted to health and safety and allow new legislation to be discussed and any other health and safety issues to be debated. A primary objective of these meetings is the fostering of effective cooperation between sub-contractors and between sub-contractors and the management teams concerned with the company projects.

Site induction for sub-contract employees, is an essential feature of all contracts. During these sessions the employees are encouraged to voice concerns over matters relating to health and safety and to propose suggestions for improvements.

Design information, as it is received, is reviewed by the site management and, where required, the Safety Manager to identify hazards which may be presented. Such hazards, together with proposed solutions are referred to the CDM Co-ordinator where deemed necessary such as design and build. Where no hazards are identified the information is passed to the appropriate sub-contractor. In cases where hazards cannot be avoided these are identified to the sub-contractor who is required to produce a risk assessment or, in cases of high risk, a detailed method statement, maintained on site during the construction period in the Risk Assessment Register.

### CONSULTATION ON SITE/SAFETY MEETINGS

1. To achieve an upward and downward exchange of safety information, Site Safety Meetings will be held regularly, at which representatives of every contractor on site will be asked to attend. The method of consultation will be Project Level, Work-Gang Level or Individual Level. One of these methods must be used. If combinations are used, then this is to be stated. The method of consultation is to be given to all employees and details contained in this plan.
2. The object of these meetings will be to establish coordination and cooperation between all persons working on site.
3. A notice will be displayed in the canteen inviting individuals to attend these meetings if they so wish.
4. All operatives will be inducted on arrival on site and will be supplemented by Toolbox Talks as outlined in Section 9 of this Health and Safety Plan.

### CONSULTATION GENERAL

An active Safety Committee exists within Hill, which has a membership representing all disciplines in the company. The Committee meets at regular intervals and minutes are distributed to the Managing Director and Directors responsible for Safety.

On a less formal level all employees of Hill and employees of sub-contractors are encouraged to discuss health and safety with the Safety Advisor/Manager during visits to site.

The mobile telephone number of the Safety Advisor/Manager is also displayed on the notice board and they can be contacted on a confidential basis.

Toolbox talks will be carried out by contractors and monitored by our site supervision. Topics for discussion will be agreed with the contractor and will include any relevant changes required to working practices. Where necessary the site team will identify any further talks required which may be required to be undertaken by the Safety Advisors.

Progress meetings shall have Health and Safety on the agenda as a first item, which will address relevant matters and future development of the Safety Plan.

### HEALTH AND SAFETY FILE

During the construction phase copies of all 'as-built' drawings are filed. Prior to hand-over these, together with equipment operating instructions, maintenance schedules, information concerning any potentially hazardous materials, special cleaning arrangements, etc., are collected and presented to the CDM Co-ordinator for inclusion in the Health & Safety File.



# REQUIREMENTS OF THE HEALTH AND SAFETY FILE

The Principal Contractor shall prepare, prior to commencing the construction phase, a Construction Phase Plan incorporating the Employers Pre-Construction Information Pack prepared pre-tender to suit the project and shall allow sufficient time in his/her Pre-Start Programme to do so. The Pre-Start Programme shall also incorporate an adequate allowance for the Employer to review the Contractor's Construction Phase Plan to comply with his/her duties under the Regulations. No claim for delay or any costs attributable to shall be allowed for the Contractor's failure to allow adequate time within his/her Pre-Start Programme.

The Principal Contractor and any Designer employed by or appointed by the Principal Contractor or appointed on the Principal Contractor's behalf shall provide to the Principal Designer all relevant information to allow the Principal Designer to prepare and keep updated a Health and Safety file. The Contractor shall be required to have sufficiently complied with all written requests of the Principal Designer to provide such information before the Employer shall be required to issue any Practical Completion Notice relating to the works.

The Contractor must comply with all duties placed upon them by the relevant H&S legislation and cooperate and make available to the Principal Contractor and/or his nominated agents, documents and evidence in relation to the compliance with all of the above.

Principal Contractor shall take all reasonable steps to ensure that only authorised persons are allowed into areas where construction work is being carried out.

## SECTION 4

# CONTRACTORS SELECTION PROCEDURE

CONSTRUCTION (DESIGN AND MANAGEMENT) REGULATIONS 2007

PROCEDURE FOR PRE-ASSESSING CONTRACTORS/SUB-CONTRACTORS

The CDM Regulations require that the Principal Contractor makes 'reasonable enquiries' to establish the commitment to health and safety and the ability and resources to manage health and safety of contractors. It is also necessary for the Principal Contractor to be able to demonstrate that the 'reasonable enquiries' have been made to ensure compliance with Appendix 4 core criteria for pre assessing sub contractors. As a minimum the following will be carried out to meet these statutory duties:

1 INTRODUCTION

- 1.1 The Hill ("The Company") recognises that there is a legal requirement to ensure that they only appoint subcontractors who have the necessary health and safety competence and resources to carry out their work in a safe manner.
- 1.2 We are committed to engaging our subcontractors in jointly promoting the continuous improvement of our health and safety performance, and we are determined that everyone employed on our projects will be suitably informed, supervised, and competent to carry out their duties.
- 1.3 The Company has Preferred Lists of Subcontractors who are selected and appointed in line with company procedures and who have demonstrated technical and health and safety competence.
- 1.4 The detailed subcontract procedures and guidance on their implementation are available on Intranet – Safety.

2 SCOPE

- 2.1 The subcontract procedures are applicable to contractors and designers who would be engaged in the undernoted processes.
  - Concept and feasibility studies.
  - Planning.
  - Outline Design.
  - Detailed Design.
  - Construction and Installation.
  - Commissioning.
  - Maintenance.

- 3 Pre-qualification Assessment
- 3.1 Management must ensure that any prospective subcontractor, not already approved by the Company, has the necessary health and safety arrangements in place to support us to the required level.
- 3.2 The Company Performa “Subcontractors Health and Safety Assessment for Acceptance for Approved Subcontractor” must be completed for each subcontractor (Appendix HS/05/02). If the subcontractor is deemed to have suitable health and safety competencies they should be graded in terms of their arrangements and the scope of their activities.
- 3.3 There are three grading levels, with Grade 1 being a subcontractor who is competent to manage the health and safety aspects of their activities; Grade 2 being a subcontractor who has health and safety arrangements in place, but who requires input from Hill; and Grade 3 who are subcontractors who are not approved to work within the Hill.
- 3.4 The pre-qualification and selection process will normally be conducted and managed by a person appointed by the Divisional Director at Regional Offices, it is therefore vital that the relevant information is passed onto Project Managers.
- The Performa representing the summary of a detailed operation process. A fully documented file in support of the assessment must be maintained in divisional records.
- 3.5 The pre-qualification process relates to the first application to be included on the Preferred List, thereafter re-submissions will be at the Company’s discretion.

#### INFORMATION FOR CONTRACTORS

So far as it is relevant to the activities of particular contractors and so far as information is available, sections of the Health and Safety Plan, together with design information and the health and safety standards that apply, are presented as a part of the tendering documentation. Subsequent to appointment and as it becomes available relevant information is passed to the contractor to facilitate the compilation of pertinent risk assessments/method statements.

#### SELECTION PROCEDURES

##### 1. CONTRACTORS AND DESIGNERS

Hill select contractors, designers and sub-contractors from those who, from previous experience, are known to adopt an approach to health and safety that is commensurate with the stringent criteria imposed by the company. Those where there is no previous experience are subjected to an enquiry procedure prior to being considered for selection. The criteria adopted in these cases are summarised as follows:

##### a) DESIGNERS SUB-CONTRACTORS

A primary requirement is membership of a bona fide professional body. This must be supported by successful experience in the type of contract and environment for which the designer is being considered. Sufficient suitable qualified people and sufficient resources must be available to enable the standards imposed to be achieved and the designer must have adequate knowledge of health and safety and associated legislation.

##### b) CONTRACTORS/SUB-CONTRACTORS

When considered against the degree of inherent risk, which the contract contains, a contractor/sub-contractor, to be eligible, must be able to demonstrate:

- A commitment to the health and safety philosophy.
- A capacity to manage health and safety adequately by on site supervision.
- The ability and resources necessary to develop and implement the health and safety plan and to deal with high risk elements.

- The ability and resources necessary to ensure compliance with the health and safety regime of the project.

## 2. MATERIALS AND SUBSTANCES

Within the contracts undertaken by Hill reasonable efforts are made to use only materials and substances that are low risk so far as the user, others who may be affected and the end user are concerned. In all cases the duties imposed by the COSHH Regulations are fulfilled. During the construction phase all necessary COSHH assessments are provided by the relevant sub-contractor and copies maintained on site. Information concerning hazardous materials and substances, which cannot be avoided by substitution, is incorporated into the Health and Safety File.

## 3. MACHINERY AND PLANT

The site management must check all machinery and plant supplied for use on the project before it can be used. Inspection items include:

- Suitability of the item when considered against the use for which it is intended.
- The availability and validity of documentation provided with the item, the general serviceability of the item and where it is necessary, the availability of a suitably trained and qualified operator.
- Stored fuels are to have designated areas and suitable bunds for drip trays and spills which are to be maintained and cleared when necessary, which may also require diesel spill kits under the Group Environmental Policy

During use plant and machinery is regularly monitored to ensure continued serviceability and the operator is observed to ensure competence and to avoid malpractice.

All machinery and plant must comply with the Provision and use of Workplace Equipment Regulations 1998 and/or any subsequent amendments.

SECTION 5

ACTIVITIES WITH RISKS TO

HEALTH SAFETY

AND THE

ENVIRONMENT

### SITE WIDE ACTIVITIES

Activities with site wide implications, e.g. traffic control, materials storage and movement, access routes, site security and personal safety, etc., and activities which may affect the general public, are planned prior to the project commencing. Management of these is a component of the management of the site and is monitored during safety visits by the Safety Advisor/Manager.

Operational activities are assessed in writing by the project management team to determine hazards and risks. Contractors are required to carry out detailed risk assessments and to produce methods by which identified risks may be either avoided or minimised. Certain high-risk operations, e.g. demolition, deep excavation, working in confined spaces, etc., are exempt from this procedure since they will automatically require detailed method statements to be produced.

Before the operations can commence, the methods proposed are submitted to the site management for agreement and, in the case of all high-risk activities, must be formally approved by the Safety Manager.

These can include:

- Storage and distribution of materials.
- Movement of vehicles on site, particularly as this may affect pedestrian and vehicular safety.
- Control and disposal of waste.
- Provision and use of common means of access and places of work for all on site staff and visitors.
- Provision and use of mechanical plant, which is used by several contractors.
- Provision and use of temporary support services.
- Temporary support structures, e.g. falsework.
- Commissioning, including use of permits, etc.
- Protection from falling materials.
- Exclusion of unauthorised people.
- Protection of the public/information for residents.
- Personal security. \*
- Environmental matters as listed at para 12 below

\* When a contract is in an area where a genuine concern exists about employees 'off site' personal safety, the Safety Advisor/Manager is to carry out risk assessments to ensure that control measures are in place to identify and effectively mitigate these risks.

Control measures are to be clearly set out, including protection of the public.



PROPOSED MANAGEMENT OF HEALTH AND SAFETY DURING THE CONSTRUCTION PHASE

INTRODUCTION

The site is part of the Aylesbury Estate First Development Site which is made up of 3no phases, Phase A is currently under construction with HPL acting as main contractor. Phase B contract has been awarded to HPL and preconstruction planning and detail design is taking place prior to the Start on Site due November 2021. Phase C is with the client and out for tender. Due to the above phasing of works, plot handovers, infrastructure requirements and reduced logistical space good planning and management is required to minimize the risks to the public and site personnel.

We believe that the following proposals will help us to mitigate the risks as the work progresses:

1. TRAFFIC MOVEMENT

- a) Wherever practical the layout of the site will include separate routes for vehicular traffic and pedestrians with priority given to safe access and egress to pedestrians. This principle will include for the elimination of reversing vehicles wherever possible. The traffic plan is to be made available to all suppliers and contractors working on site.
- b) Any existing fencing to the site boundary will be thoroughly examined to ensure that it conforms to HSG 151 and if not will be repaired or replaced accordingly
- c) Heras fencing may be required as a temporary measure and at these times will be 2 meters high with anti-climb mesh.
- d) Liaison will be carried out with Contract A for deliveries sharing the haul roads of the project. Liaison with the client will take place regarding any requirements on Phase C.
- e) Delivery times have been agreed as:
  - a. Monday-Friday 8.00am-5.30pm
  - b. Saturday 8.00am-12noon
- f) Adequate signage will be displayed directing traffic to/from site and traffic movements into/out of site will be controlled by a trained banksman/ signaller.
- g) All deliveries will be either 4 axle rigid vehicles with exemptions for articulated lorries delivering plant and materials that cannot be delivered in any other way.
- h) Audible warning devices will be fitted to vehicles that need to reverse, and they will be supervised by a banksman.
- i) A traffic layout plan is contained at the end of this section.
- j) Forklift trucks maybe required to travel on public highways. When doing so, they will not exceed 10mph and will use a fixed flashing beacon to warn members of the public of their presence.

## 2. ACCESS TO/FROM SITE

- a) Site traffic will be directed onto site from Albany Road.
- b) Vehicles arriving and/or exiting site will use the established routes designated with adequate signage. A one-way system will be established to reduce the congestion of site traffic. Where this is not possible designated turning points will be established within the site boundary.
- c) Site vehicles will not be allowed to park outside the site compound, unless in emergency situations.
- d) Routes for ambulances and fire engines will be kept clear at all times. Traffic marshals will be briefed on the routes so that they can manage deliveries/traffic accordingly.
- e) The access gates to the site will be securely locked outside normal working hours and when not in use.
- f) As the contract involves a number of phased sequences, temporary screens, barriers and signage will be erected as, when and where necessary to segregate persons who may be affected by the building works, i.e. staff, pupils, parents and operatives. This will be subject to liaison with the relevant parties (neighbours, operatives, public, etc.)
- g) Access to site will be via a bio metric turnstile within a pedestrian gate cabin for safe and secure access. This access will only be open during working hours from 7am to 7pm.

## 3. UNDERGROUND SERVICES

All necessary steps will be taken to accurately locate and identify existing underground services prior to any excavation taking place. These steps will include:

- a) Referral to all relevant statutory authority drawings.
- b) Communication with the relevant authorities to accurately locate services on site.
- c) Cable Avoidance Tool (CAT) and Genny surveys of all areas prior to excavation work.
- d) Issue of a Permit to Dig by the site manager.
- e) Where necessary a non-intrusive radar survey will be completed.

## 4. DUST, NOISE, DISTURBANCE

- a) Most building operations are inherently noisy and/or dusty, but we will endeavour to keep these to a minimum using sprays where applicable and by ensuring that all plant used on site has the appropriate silencers, baffles, etc.
- b) Dust should not present any great problems, but we will liaise with the local representative regarding any particularly noisy or dusty operations. When working close to the existing buildings temporary dust screens will be erected as required to ensure that dust contamination is kept to an absolute minimum. This will be monitored by the site manager and modified if required.
- c) Noise surveys will be carried out as and when conditions dictate, and a copy of such surveys will be kept on site.
- d) Surplus materials will be placed in skips, for removal from site to a registered tip. All excavated material that is not required will be loaded onto suitable lorries and deposited of under licence. All demolition materials will be removed similarly.

- e) We will not allow any fires on site for the burning of materials.

#### 5. MANUAL HANDLING

- a) Designers have a duty under CDM to design out high-risk activities wherever possible, which should include the 'weight' implications of materials specified.
- b) Notwithstanding item 5 (a) above, all 'heavy' materials will be mechanically off-loaded and whenever possible transported around site by mechanical means, i.e. fork lift trucks, pallet trucks, sack trucks, wheelbarrows, etc.
- c) Where risks are identified then contractors will carry out written manual handling assessments, which will be prepared in accordance with Manual Handling Regulations. The assessments must be attached to the method statements.
- d) The manual handling of kerbs and slabs is not permitted, and mechanical means will be used wherever practical. If mechanical means are not practical, then a detailed risk assessment will be carried out.

#### 6. PERMITS TO WORK

Where necessary, the following permits will be issued by Hill:

- a) Permit to Work
- b) Permit to Enter (Confined Spaces)
- c) Hot Works
- d) Permit to Dig
- e) Permit to Lift
- f) Permit to Load
- g) Permit to Strike
- h) Permit to Strip Asbestos

#### 7. COSHH

- a) Any necessary COSHH Assessments will be made by the relevant contractors and attached to their method statements.
- b) The site manager has overall responsibility to ensure that COSHH assessments are completed and to ensure that all relevant parties on site are aware of any operation that may affect other persons.

#### 8. METHOD STATEMENTS, RISK ASSESSMENTS

- a) All necessary Method Statements and Risk Assessments will be prepared and kept in separate method statement files, which are held on site.
- b) We work on the principle of 'He who creates the risk - creates the necessary Method Statement/Risk Assessment'.
- c) The requirement for a Method Statement will be highlighted to the sub-contractor by the Contracts Manager, at the pre-order meeting and the requirement thereof forms part of the contract documents.
- d) All such Method Statements/Risk Assessments must be available on site prior to that operation commencing. These will comply with the requirement of the Health and safety Policy to ensure that they are sufficient in detail and, if acceptable, will be signed on site by all operatives who will agree to always comply with the Method statement/Risk assessment. If at any stage of the work the Statement requires revision, then work will not be permitted to continue until the revision is in writing and again all concerned have signed it.

## 9. PERSONAL PROTECTIVE EQUIPMENT

Any necessary Personal Protective Equipment (PPE) will be supplied by the relevant employer and must be worn as, when and where necessary. As a minimum, helmets, safety footwear and hi-viz clothing must be worn by all persons on site including visitors who must report to the site office on arrival.

Face coverings are to be worn following the latest government and CLC guidance. This will be reviewed as and when required.

## 10. PROJECT SPECIFIC ACTIVITIES

The following activities have been identified as containing significant risk and as such these activities will require detailed risk assessment and method statements:

- a) Demolition
- b) Asbestos Removal
- c) Excavations
- d) Contaminated Ground
- e) Falsework
- f) Steel Erection
- g) Scaffolding
- h) Roofwork
- i) Lifting Operations
- j) Confined Spaces
- k) Wall cladding
- l) Installing safety nets
- m) Hand Arm Vibration (HAV) \*
- n) Work at Height (WAH)
- o) WBV Whole Body Vibration
- p) Noise
- q) Environmental Matters

\* With regards to the above it is the responsibility of the contractor/sub-contractor to provide comprehensive methods and safe systems of work. They should, for example, provide details of all pneumatic tools vibration levels, exposure limits and the same tools noise levels. It is the principal contractor's duty to ensure these are provided.

## 11. WORKING AT HEIGHTS

- a) Where work at height cannot be designed out consideration is to be given to ensure that design and construction review all build processes to assess, eliminate, reduce, and control all work at height activities, with the principals of prevention in mind and hierarchy of work at height controls.
- b) All works to be completed from working platforms. Collective arrangements to prevent falls are to be installed where practicable and required.
- c) Where working platforms cannot be installed i.e. during the erection of the concrete frame, Combisafe edge protection must be installed and Alsiperchia and/or other individual inertia fall protection measures to be instigated by the concrete frame contractor.
- d) All WAH undertaken to ensure that the risk of falling objects is controlled and exclusion zones in place where necessary.
- e) Method Statements/Risk Assessments must be available on site prior to that operation commencing. These will comply with the requirement of the Health and safety Policy to ensure that they are sufficient in detail and, if acceptable, will be signed on site by all operatives who will agree to always comply with the Method statement/Risk assessment. If at

any stage of the work the Statement requires revision, then work will not be permitted to continue until the revision is in writing and again all concerned have signed it.

## 12. PROTECTION OF THE PUBLIC

In addition to measures previously mentioned, the following actions are to be taken:

- a) Letter drops to close neighbours to keep informed of construction activities.
- b) Meetings with concerned parties.
- c) Maintain an updated site noticeboard.

## 12. ENVIRONMENTAL MATTERS

Construction projects generate many environmental matters that require control measures. To ensure that these matters are controlled the Environmental Toolbox talks as listed below will be considered as 'Activities with Risk to Health and Safety' and will be part of the H&S Advisors/Managers inspections regime.

With effect from 1<sup>st</sup> April 2008 ALL sites will be required to have a Site Waste Management Plan (SWMP) that will detail

- a) Spill Controls
- b) Water Pollution Prevention (Fuel and Oils)
- c) Dust and Air Quality
- d) Noise and Vibration
- e) Water Pollution –SILT
- f) Water Pollution- Cement and Concrete
- g) Tree Protection
- h) Storage of Waste
- i) Storage and use of Petroleum, Diesel and Oils
- j) Bentonite
- k) Pumping and Over Pumping
- l) Washing down Plant and Machinery
- m) Be a Good Neighbour
- n) Working on Previously Developed Land

## 13. FIRE PREVENTION MEASURES

- a) A trained and competent person shall be designated as the Fire Prevention Coordinator. The FPC must undertake a weekly report and record the findings in the site register.
- b) The site manager has overall responsibility to ensure that weekly Fire assessments are completed and to ensure that all relevant parties on site are aware of any emergency procedures should an incident occur. This includes periodic Evacuation drills.

# TRAFFIC MANAGEMENT PLAN

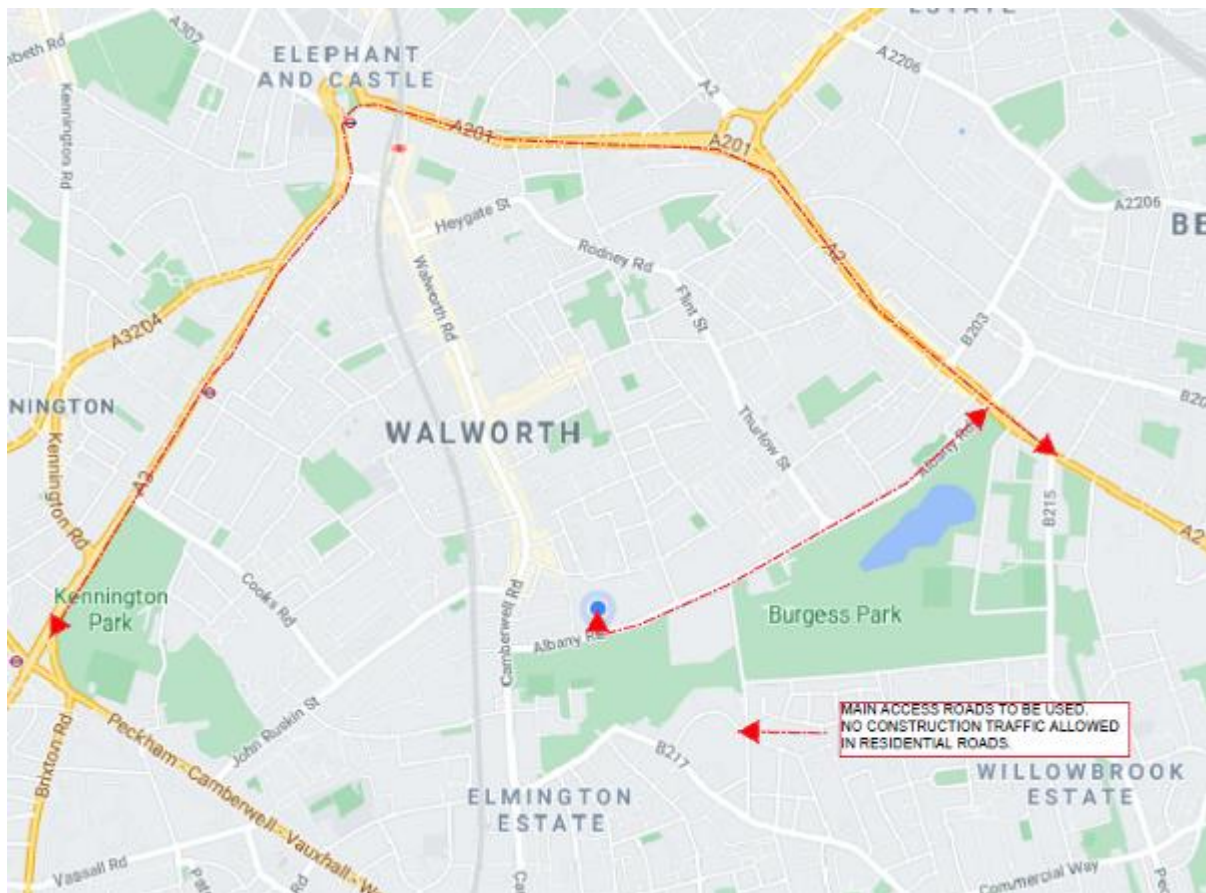
The Traffic Management Plan (TMP) has been formulated to mitigate the risks associated with moving vehicles and pedestrian's interaction. The TMP will identify the vehicular and pedestrian routes, the access and egress of vehicles and pedestrians, loading and unloading areas, turning, and crossing points and authorized parking areas. All personnel on site will be briefed of the restrictions on site during the site induction which will be carried out prior to commencement of work. All delivery drivers and haulage companies will be communicated the access routes to site at the procurement stage.

This Plan will be reviewed regularly (minimum monthly) by the Project to incorporate changes and improvements on site of the traffic management arrangements.

The principal aim of the plan is to always maintain segregation between pedestrians and vehicles. Only authorized personnel are to use the haul roads, intervene or work in proximity of delivery vehicles and plant machinery. Any person carrying such activity must demonstrate training and competence prior to any work taking place.

## TRAFFIC MOVEMENT AND SITE ACCESS

The vehicle access to site is via **Albany Road** manned gate. Construction traffic is to use the main roads A2 and A3 as the primary access point to Albany Road. Camberwell Road use is to be minimized and considered only when arriving via the A2 cannot be done. This means that traffic entering site will do a right turn and traffic leaving site will do a left turn. No construction traffic is allowed on any of the residential roads surrounding the project.



A dedicated gateman will be in position at the entrance to control all vehicles entering and leaving site. To protect the safety of any passers-by during vehicle movements the use of extendable safety barriers will be deployed by the gate when vehicles are turning into or out of site.

**Pedestrian Access and Egress:**

Pedestrian access to site will be via a designated pedestrian gate and turnstile with fingerprint recognition (MSite), only inducted personnel will be able to make use of this turnstile. Once past the turnstile segregated walkways will take you to the site compound. To access the works areas there will be segregated walkways, established crossing points and traffic marshals / banksman managing the movement of plant and deliveries. Only authorised and competent personnel will be allowed to enter the roads and be in proximity of plant.

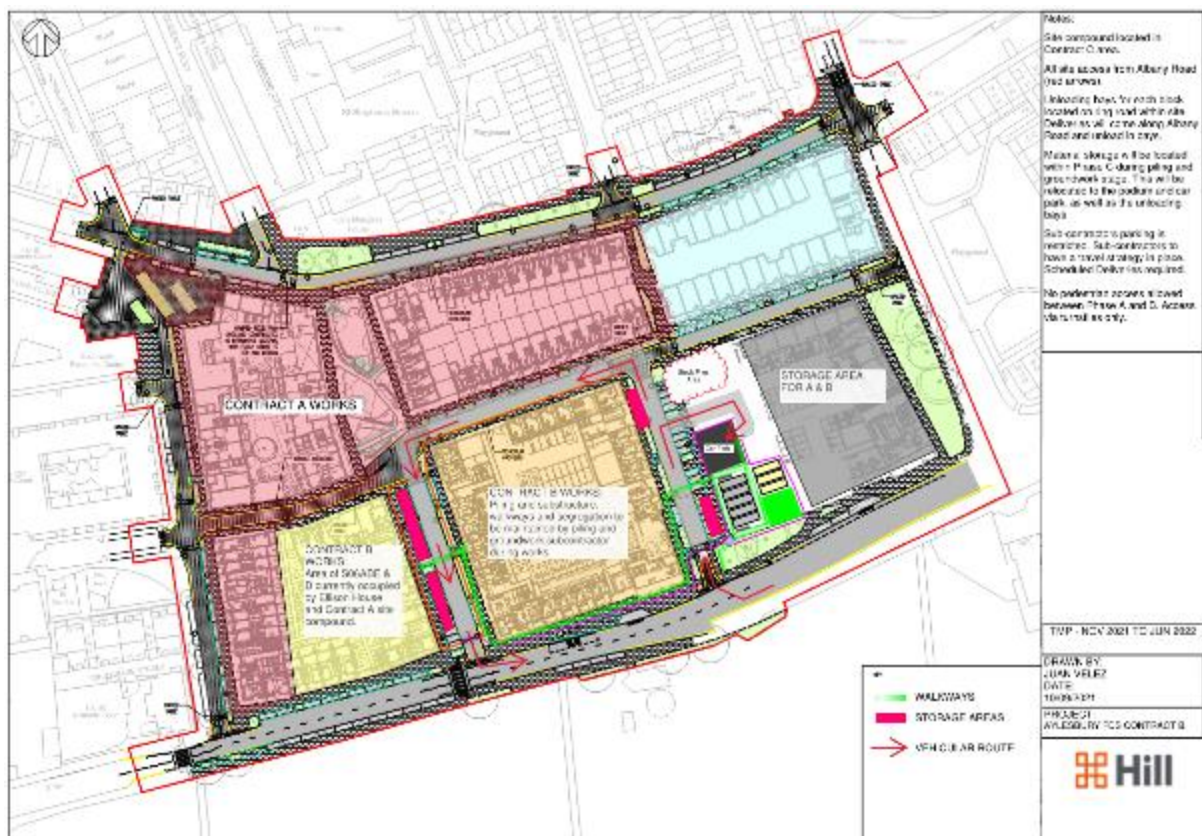
**Vehicular Access and Egress:**

All vehicles must enter and exit site via Albany road. This gate will be shared for deliveries and access to the site car park. A one-way system making use of East West Street will be established to prevent vehicles having to reverse inside the site.

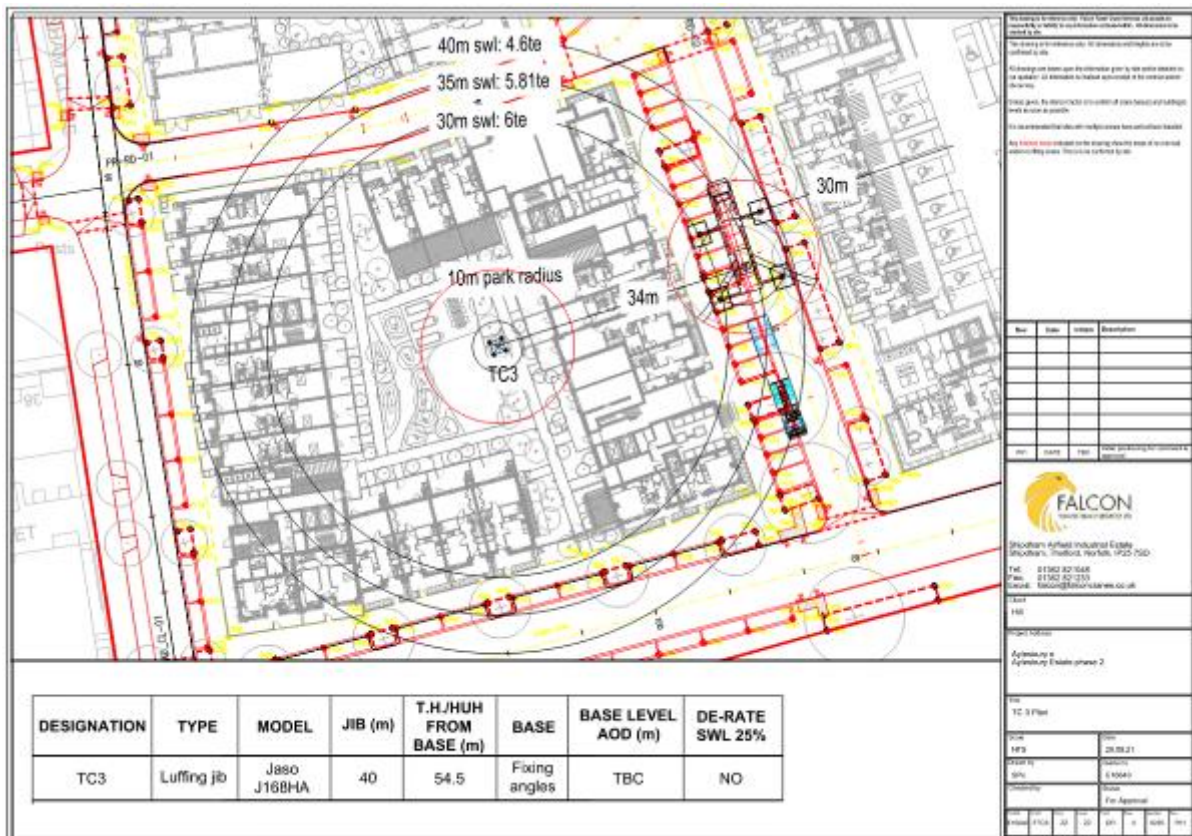
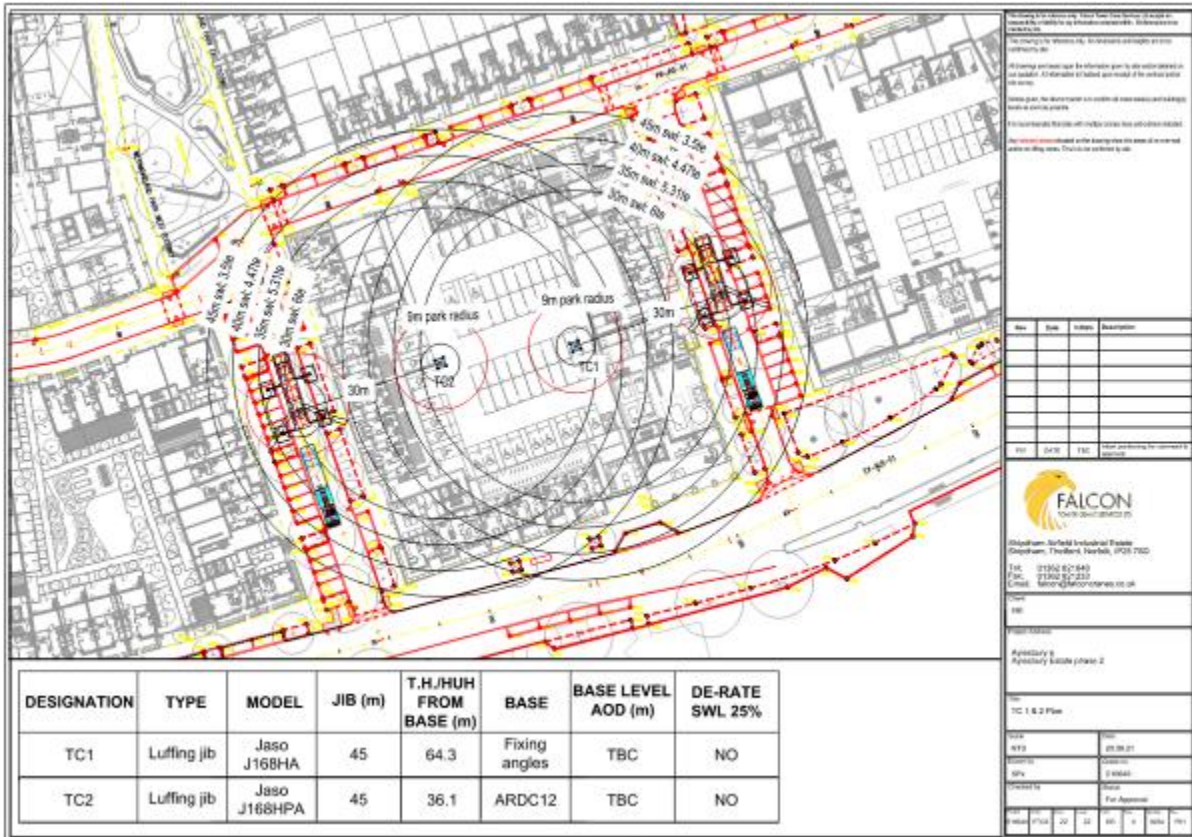
Due to the size restriction of the site and neighbouring roads delivery vehicle size will be limited to 4 axle rigid vehicles, in some instances articulated vehicles will be authorized by the site management team due to the nature of the delivery ie) plant delivery.

All deliveries are to be booked in advance a minimum of 24 hours to be allowed on site. All vehicles are to be FORS Silver compliant as a minimum as the CLOCS standard will be adopted on site. Delivery times will be allocated to reduce the build-up of traffic to the surrounding area. Maps of routes to the site will be provided with material and contract orders to show HGV routes to the site, to avoid traffic build up in minor roads and estates.

(SITE PLAN)



# CRANE PLAN





## SECTION 6

# EMERGENCY PROCEDURES

## ACTION PLAN

SITE NAME: Aylesbury FDS Contract B  
 SITE ADDRESS: 370 Albany Road, Southwark, SE5 0AJ

		TEL NO.
FIRST AIDER	Juan Velez	07719 087361
FIRE CO-ORDINATOR Fire Marshal * Deputy Fire Marshal *	Juan Velez	07719 087361
SAFETY MANAGER	Paul Dyster	07966 121183
NEAREST HOSPITAL	<b>Kings College London</b> Denmark Hill, Brixton, London SE5 9RS	<b>020 3299 9000</b>
NEAREST POLICE STATION	<b>Metropolitan Police Service,</b> 27 Savile Row, Mayfair, London W1S 2EX	<b>02074371212</b>
NEAREST FIRE STATION	380 Old Kent Rd, London, SE1 5AA	<b>02085551200</b>

EMERGENCY SERVICES
FIRE, POLICE, AMBULANCE - 999

SITE FIRE PLAN

CONTRACT: Aylesbury FDS Contract B

CONTRACT No. : X032

SITE FIRE SAFETY CO-ORDINATOR: Juan Velez

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SITE FIRE SAFETY CO-ORDINATOR (SFSC)

The SFSC shall ensure that the requirements of JCOP Para 6 sections 6.1 and 6.2 are complied with. The SFSC is to carry out the duties laid down in JCOP edition 6.

The following headings are to be used as a guide for completion of the plan:

- a) Site Safety Precautions
- b) Hot Work Permit System
- c) Weekly checks of fire equipment
- d) Weekly checks of escape routes/fire brigade access, emergency lighting, etc.
- e) Liaison with the local fire brigade - names, contact details, etc.
- f) Record all fire drills and any training

THE FIRE PLAN

The plan must detail:

- a) Organisation and responsibilities
- b) General site fire precautions, detection/alarm systems, temporary lighting
- c) Location of designated smoking areas
- d) Fire escape details and procedures for calling the fire brigade
- e) Plan of site and temporary accommodation
- f) Fire brigade access and identified hose points
- g) Actions on the outbreak of fire
- h) Security measures particularly in potential high risk areas of work
- i) Materials and storage control regime
- j) Updating of the plan on a regular basis
- k) Fire drill procedure and any training
- l) Promotion of a fire safe environment

\* On large projects the SFSC may well require to nominate Fire/Deputy Fire Marshals to assist in implementation of the fire plan.

Subject: Construction Phase Health and Safety Plan

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The above headings are not an exhaustive list of the requirements however they are a minimum standard expected for a site fire plan.

The fire plan will be required from day one of the contract commencing and will then be reviewed on a regular basis.

Site are to ensure that a copy of any current JCOP is available on site and business units should also make reference to HS(G) 168 Fire Safety in Construction.

### CONTRACT EMERGENCY PLAN

All procedures will be in accordance with the JCOP for Fire Prevention On Construction Sites Association and cover fires, acts of terrorism and all emergencies that may require the site to be evacuated, in particular sections 6-20 - See Safety Policy and Manual.

Fire points will be designated by the Building/Site Manager and recorded in the Emergency Plan for the building and provided with suitable fire extinguishers.

Records will be maintained of the inspection and maintenance.

The Project/Site Manager is appointed as the Site Emergency Safety Co-ordinator for the project and is responsible for the following:

1. Procedures for:
  1. Preparing Fire Risk Assessment
  2. Emergency Fire Protection Arrangements
  3. Emergency evacuation from site
  4. Implementation of the Hot Work Permit System
  5. Other procedures as identified in the attached document
2. Implementation of weekly checks and monitoring.
3. Contact with the local fire brigade and issue and update of site plans.

Each sub-contractor is responsible for their own fire prevention equipment and no work must be allowed without suitable fire prevention procedures in place and approved by the Project/Site Manager.

All offices will be equipped with a minimum of one CO2 extinguisher.

As the site progresses and the Fire Plan and Risk Assessment are updated, fire points will be established at various locations to suit the prevailing conditions. These will be shown on the Emergency Plan, which will be displayed in the site canteen and contained at the end of this section.

Company Policy dictates that all fire extinguishers are visually checked weekly and entered into the Site Safety Register.

Emergency exit routes will be shown on the Emergency Plan mentioned above. All emergency exit routes will be maintained and monitored by the Project/Site Manager on a regular basis.

Emergency drills will be held at regular intervals and recorded in the Site Safety Register.

### EMERGENCY ARRANGEMENTS

Emergency arrangements for injuries and dangerous occurrences will comply with the Group Health and Safety Policy, the MHSWR, RIDDOR and the Group Emergency Planning Arrangements for Major Accidents or Incidents.

Specific details and local emergency service details are to be in the site office.

To ensure that the control of contractors is monitored should emergency evacuation be required, all contractors will be required to complete the site attendance (attached) log daily.

Subject: Construction Phase Health and Safety Plan

Site:
Date:

CONTRACTORS ATTENDANCE LOG

Name	Company	Signature	In	Out

**Please note:** This form is to identify who is/is not on site in the event of an emergency - it is not to record hours worked, etc.  
Please remember to tick the 'out' box when you leave site.

Subject: Construction Phase Health and Safety Plan

## SITE FIRE RISK ASSESSMENT

*This Fire Risk Assessment identifies risk from fire to site personnel/members of the public within the area of this contract. The attached Fire Safety Plan explains in detail the measures required to be taken to comply with this Fire Risk Assessment and relevant regulations.*

Address of workplace: Aylesbury Contract B – 370 Albany Road, Southwark, SE5 0AJ

Name of employer: Hill Partnerships Ltd.

Date of assessment: 10/09/2021

Name of person undertaking: Juan Velez

### Hazards Identified

Flammable Substances	✓	Combustible Material	✓	Combustible Waste	✓
Heating Appliances	✓	Electrical Appliances	✓	Smoking	✓
Deliberate Ignition	✓	Lighting	✓	Hot Works	✓

### Persons considered at risk

Site Personnel	✓	General public	✓	Adjoining Buildings	✓
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### Control Measures Required

Storage of flammable material	✓	Storage of combustible material	✓	Control of Hot Works/Permits	✓
No Smoking Policy	✓	Fire Detection	X	Fire Warning	✓
Fire Equipment/Checks/Tests	✓	Training	✓	Means of Escape	✓
Burning of Waste	X	Electrical Test TAUs	✓	Inductions/Drills/Marshals etc	✓
Lighting - Halogen	✓	Housekeeping/Storage/Access	✓	PAT/Appliances site & S/Contract	✓
Fire Retardant coverings	X	TAUs compliant	✓	Records of site personnel	✓
Site Fire Plan	✓	Review of Assessment/Plan	✓		

Name: Juan Velez

Signature: Juan Velez

Position of person making the Assessment Project Manager

## SECTION 7

# ACCIDENT REPORTING



## ACCIDENTS

### COMPANY PROCEDURES (SEE HEALTH AND SAFETY POLICY)

When an accident or dangerous occurrence takes place, it will fall into one of the following categories. The procedure to be adopted in each case is as follows:

### ACCIDENTS INVOLVING INJURY

1. Minor accident to employee:
  - a) Ensure details have been entered on the Accident Report Pad.
  - b) Where an employee is incapacitated from work for more than 3 consecutive days (excluding the day of the accident but including any days which would not have been working days, i.e. weekends) because of injury, complete internal accident report form and send, direct to the safety manager. The safety manager will ensure that the F2508 is completed and forwarded to the Enforcing Authority.
  - c) If injured employee is admitted to hospital and is an inpatient for more than 24 hours, the accident becomes a specified 'major injury' and must be notified to the safety manager immediately.
2. Minor accidents to any other person, complete the internal accident report form and send as outlined:
  - a) If the other person is an employee of another company, the responsible person at the workplace should notify his employer. The accident book and internal accident report form are still to be completed and sent to the safety manager.
  - b) The safety manager will ensure that a copy of the F2508 is received for Hill records.
3. In the event of a specified major injury or a fatal accident occurring to ANY PERSON arising out of or in connection with our work, immediately telephone the Safety Manager.

All accidents will be investigated and results of that investigation, where relevant, will be communicated to all that may be affected.

NOTE: Copies of F2508 or any enquiries from the Benefits Agency completed in respect of any accident will be sent to head office. These documents must be made available, if requested, to the Enforcing Authority or safety representative.

The requirements of RIDDOR 95 are contained in the Safety Policy & Manual, a copy of which is accessible on every site.

### SITE FIRST AIDERS

First Aid facilities are held in the site offices marked FIRST AID.

### ACTION TO BE TAKEN IN THE EVENT OF AN ACCIDENT

1. The injured person is to make their way, if able, to the nearest first aid facility, or raise the alarm by whatever means available.
2. If the First Aider is not present, the injured person is to contact a member of staff who will:
  - a. Send for First Aider
  - b. Reassure the injured person
3. No first aid to be administered without the presence of the First Aider.
4. If the injured person is unable to go to the site office, a colleague should advise the First Aider and take him to the scene of the accident.
5. The First Aider will ensure an ambulance is called if required.

### MAJOR ACCIDENT OR INCIDENT REQUIRING EMERGENCY PROCEDURES

1. On witnessing accident/incident if it is not possible to aid the injured, obtain help, do not endanger yourself.
2. Immediately find a member of Hill staff who will direct a First Aider to the scene.
3. The First Aider and the Site Safety Supervisor will assess the situation, arrange for the emergency services to be called and ensure access to the incident is clear, wait for emergency services and direct them to the scene.
4. First Aider to stop with the injured person.
5. Contact the prescribed persons to advise of the incident by telephone and fax.

The procedures to be implemented in any site emergency are to be found in the Health and Safety Policy and the Group Emergency Planning Arrangements for Major Accidents or Incidents.

## SECTION 8

### WELFARE

HEALTH AND SAFETY WELFARE ARRANGEMENTS

Suitable and sufficient Health and Welfare Facilities in accordance with Schedule 2 of CDM Regs and will be established on site and shown on a Welfare Plan, which will be displayed in the site canteen. (These will include as a minimum – site office, canteen, drying/changing room and toilets.)

The location of first aid arrangements will be indicated by adequate signage together with notification to all site personnel on induction training.

Names of qualified persons appointed in accordance with the Health & Safety (First Aid) Regulations 1981 will be clearly displayed at prominent positions on the site.

SPECIFIC SITE HEALTH AND WELFARE FACILITIES

- a) On day one of the contract a temporary 'oasis' unit will be positioned until the 'permanent' units are fully established. This will contain an office, a canteen, toilet and changing room as a minimum. Additional chemical toilet units with hot and cold running water will also be available as required. These facilities will be in use for a Maximum of (4) weeks by which time fully serviced welfare will be available.
- b) The site cabins will be connected to the mains electric or powered by generator (following a survey by the local electricity supplier) by competent persons and all installations will be in accordance with BS 7375 or similar.
- c) All welfare facilities will be maintained in good order.
- d) First Aid Box and Accident Book (BI 510) will be maintained in the site office.
- e) The named trained First Aider for this site is: Juan Velez.....

INSERT

SITE WELFARE PLAN

Welfare plan in procurement, to be included once  
procured.

## SECTION 9

# INFORMATION AND TRAINING

### INDUCTION PROCEDURE FOR ALL SITE PERSONNEL

All new arrivals on site will attend the Hill Induction. Alternatively an on-line induction may also be available for operatives to partake prior to the start on site. specific site rules and circumstances will be relayed on the day. This must be completed before any access to site is permitted.

Once on site the operative will meet with site management to read and sign all relevant RAMS and be uploaded to the turnstile system.

All staff, operatives and visitors must enter and leave site via the turnstile.

An up to date register of the Site Induction's is to be maintained.

There will be NO exceptions, apart from one-off delivery drivers.

All visitors to site will be required to sign the visitor's book on arrival and receive a site induction (excluding delivery drivers who will receive an specific induction). This will ensure that all visitors can be made aware of any restrictions or health and safety requirements and are accounted for in the event of an emergency.



Subject: Construction Phase Health and Safety Plan

SAFETY AWARENESS INDUCTION TRAINING



Ref: HPLF 02  
Rev: Mar 2009  
Contract No.:

Subject: Safety Awareness Induction Training - Index

Induction Number (Job No/001)	Name	Company	18+ Yes/No	Date	Specific training (First aid etc.)	Signature

\* See also individual induction sheets HPLF 03

Pg No: \_\_\_\_ of \_\_\_\_



### SITE SAFETY INDUCTION

1. Copy of Company Policy for Health & Safety at Work

Other sources of health and safety information can be found on the notice board or in the site canteens.

2. Specific Hazards

Hill staff will discuss the specific hazards with regard to the above personnel.

All sub-contract supervision will ensure that their own labour is advised on any specific hazards that relate to their works, and that all their labour is trained with regard to these hazards.

3. General Hazards

### NOISE

Where required, noise assessments will be carried out by Hill in conjunction with the contractor who will create the noise. The area will be signed and screened (if required after the assessment). Ear protection is used (if required after the assessment).

Note: all relevant Personnel Protective Equipment (PPE) will be issued through your relevant foreman AND MUST BE WORN.

### DUST

Attempt to reduce levels of dust if the generation of dust cannot be eliminated.

Cutting, drilling or grinding, can these operations be carried out with water? When blowing out, use water. When sweeping up, damp down. If chasing or grinding is carried out, ensure that an extraction system is used. Ensure that eye protection is worn and the correct dust mask is worn. Your foreman will issue these; he will also issue with the relevant COSHH assessment.

### FALL FROM HEIGHTS

Before commencing work ensure that all scaffold is in place, that there is safe access by tied and footed ladder and that all traps are correctly covered. If the area of work is unsafe to commence, do not start, advise you foreman.

### FALLING OBJECTS

Wear Safety Helmets at all times when on site.

Ensure that toe boards, brick guards and netting are in place, there are no gaps. Do not drop or allow plant or material to fall below. If working above other trades ensure it is safe to progress, if not advise your foreman, do not start work. If you are working below other trades and the protection is inadequate advise your foreman, do not start work.

### THE USE OF PLANT

Use only plant that you have been trained to use. Ensure it is in good working order before you commence work, if not, advise your foreman. Use correct PPE. Angle grinder wheels will only be changed by qualified personnel, a list of these persons is held in the site office. Major items of plant (forklift, dumpers, cranes, and excavators) will only be driven by certified drivers. (Copies of these certificates are held on site.)

### EXCAVATIONS

Ensure that a competent person is present during the operation. The correct plant and equipment is used. Prior to commencing work the excavation is inspected. (See entry in Site Safety Register Section 6 (Form SF14)). The excavation is made safe for other site personnel and members of the public (especially at night). Material, soil or plant should not be positioned to endanger the excavation. Depending on ground conditions air monitoring will be carried out where necessary.

#### 4. FIRE PROCEDURES

*In the event of fire being discovered:*

Evacuate the area and assemble at the nearest assembly point (notice displayed). Ensure that no personnel are left in the affected area. Each foreman will check and confirm that his men have been accounted for or if not their last known work place. (This information will be reported to the fire brigade by a designated member of Hill staff.) No attempt is to be made to re-enter the affected area. A member of Hill staff will direct the fire brigade to the fire and inform them of the last known workplace of any missing site personnel.

**HEALTH AND SAFETY CONTRACT INFORMATION FORM**

Contract Address: FDS Contract B, 370 Albany Road, Southwark, SE5 0AJ

Site Safety Supervisors:  
Names: Juan Velez

Fire Safety Co-ordinator:  
Names: Juan Velez

Qualified First Aider:  
Names: Juan Velez

Emergency: Fire, Ambulance and Police - Dial 999

Local Hospital: Kings College Hospital, Denmark Hill, London SE5 9RS  
Tel: 02032999000

Health and Safety Executive: HSE, 2 Southwark Bridge, London, SE1 9HS  
Tel: 0845 345 0055

Emergency: Electricity 0800 0520400  
Gas 0800 111999

Safety Manager\*: Paul Dyster Tel: 07966 121183

\* Appointed in accordance with Regulations 6 of the Management of Health and Safety at Work Regulations 1999 to provide Health and Safety assistance

First Aid Facilities/Box Location: Hill site office

In the event of an emergency the assembly point is:

TO BE DISPLAYED ON SITE NOTICE BOARD

INFORMATION TO BE DISPLAYED ON THE SITE SAFETY NOTICE BOARD

1. Notification to the Health and Safety Executive (Regulation 21) (Form F10 (rev))
2. HS0802 - Accident-Incident Notice Board Procedure Sheet.doc
3. Poster 'Health and Safety Law'
4. HS0803 - Emergency Contact Numbers
5. Environmental Policy Statement
6. First Aid Sign
7. Insurance Policy
8. HS0804 - Fire Procedure Notice Board Procedure Sheet
9. Location Plan of Local A&E
10. Management Tree
11. HS0606 - Health and Safety Policy Statement
12. Site Rules



Hill Partnerships		Health and Safety Information				
First Aider	Information	Health & Safety Law Poster What You Should Know ISBN 0-7176-2493-5		F10	F10	Environmental Policy
S&H Plan				Hospital Location Notice	Fire Action Notice	Accident Procedure Notice
Site Checklist	Safety Report	Emergency Numbers	Site Rules	Organisation Chart & Members	Insurance Certificate	H&S Policy Statement

## SECTION 10

# ARRANGEMENTS FOR MONITORING

## INTRODUCTION

Duties and responsibilities are placed on various parties during both the design and construction phase of building projects. The Hill Health and Safety Inspection Scheme is designed to provide an independent assessment of the health and safety performance of individual contracts.

Safety Inspectors are employed via SSUK.

## ARRANGEMENTS FOR MONITORING COMPLIANCE WITH HEALTH AND SAFETY LEGISLATION

The monitoring of health and safety on the project will be based on HSE guidance note 'Successful Health and Safety Management' HS (G) 65 with active monitoring systems, i.e. identification of potential risks before things go wrong. The following levels of monitoring will be implemented on the project.

### Level 1:

The evaluation of effectiveness of the Company Policy for Health, Safety and Welfare at Work and together with the availability and compliance with supplied risk assessments.

### Audit Items:

- |                                    |                             |
|------------------------------------|-----------------------------|
| 1. Scaffolding                     | 12. Training                |
| 2. Excavations                     | 13. Electrical items        |
| 3. Lifting Appliances              | 14. Safe Systems of Work    |
| 4. Demolition                      | 15. Safety Management       |
| 5. Plant, Hoists, Mechanical       | 16. Materials Storage       |
| 6. Fire Precautions                | 17. Means of Access         |
| 7. Welding/Burning/Cartridge Tools | 18. Site Housekeeping       |
| 8. Roofing Work                    | 19. Environmental Pollution |
| 9. Steelwork                       | 20. Welfare Facilities      |
| 10. Falsework                      | 21. Security/Hoardings      |
| 11. Protective Equipment           | 22. Occupational Health     |

Auditing will be carried out unannounced on a frequency determined by works in progress.

### Level 2:

Daily visual inspection of works areas, tools and equipment, such as electrical tools, harnesses and discussion with employees and contractors regarding works in progress, safe systems of work and where applicable the issuing of further safety control measures.

Action: Site Manager and Subcontractor Site Supervisors

### Level 3

The Hill Safety Manager in accordance with the Inspection Scheme Control Document, a copy of which is available on request, will carry out independent monitoring.

Action: Company Health & Safety Manager

## SECTION 11

### PRE-TENDER INFORMATION PACK

## SECTION 12

## APPENDICES