CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN

MAGHAM DEVELOPMENTS LTD

AT

67 DYNES ROAD
KEMSING
SEVENOAKS
KENT, TN15 6RD

CONTACT: NICK PATTENDEN
TELEPHONE: 07565 945232

Introduction

This document is to minimise adverse impact from activities, relating to both on site and transport arrangements. A construction Environmental Management Plan (CEMP) must address how potentially adverse impacts associated with development and construction sites will be managed.

CEMP's do not prejudice or replace the need to obtain any separate consents or approvals such as road closures or demolition notices.

All development sites, regardless of type or scale shall implement the essential requirements as highlighted within this document unless agreed otherwise in writing with the Local Planning Authority (LPA). Where a CEMP is required, it shall include the "essential" requirements as defined within this document and where relevant, site specific measures as provided by the appointed contractor.

Development (including any demolition) must be undertaken having full regard to the approved CEMP and failure to submit this prior to the commencement of development may constitute a breach of planning consent, with possible follow up enforcement.

1.0 INTRODUCTION

1.1 Planning reference number

- **23/02442/FUL**

1.2 Development Site Address

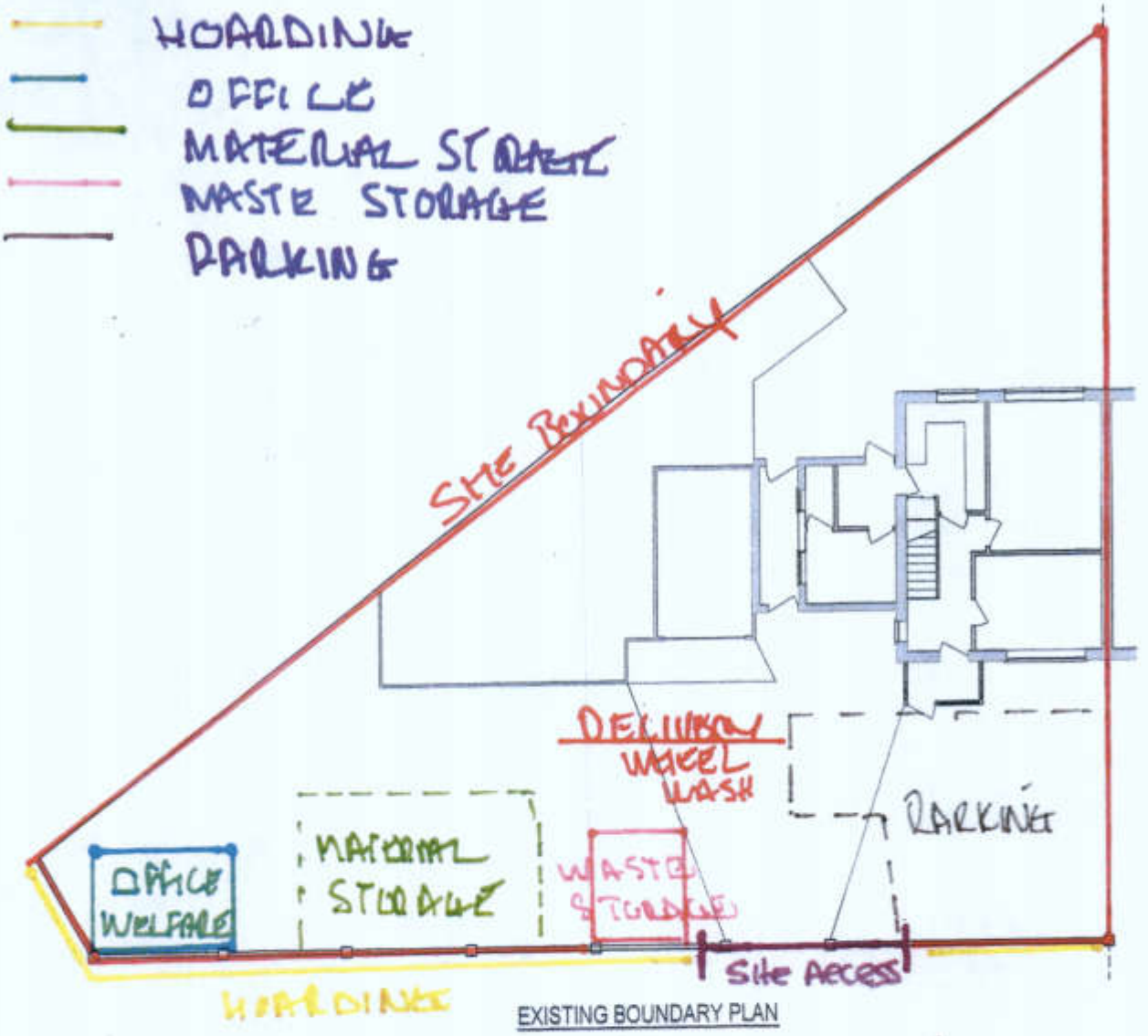
- Land adjacent to 67 Dynes Road, Kemsing, Sevenoaks, Kent, TN15 6RD.

1.3 Site Description

- The site is currently the garden to the adjacent property, the site will be developed to construct a detached 3 bedroom residential property
- Site plan attached showing nearby residential development only.

1.4 Method statement for proposed demolition

- Attached. There are no TPO's, existing utilities will be clearly marked.



EXISTING BOUNDARY PLAN

Method Statement

Project	New 3 bed residential development		
Activity	Building Demolition		
Description	The project involves the partial demolition of a single storey attached side addition and the demolition of detached pre fabricated garage		
Start Date	n/a	**Duration**	1 week
Assessor		**Hours of Work**	8am - 4 pm

Responsibilities

Project Manager	Nick pattenden
Supervisor	Daniel Pattenden
Team Size	6

Hazards

Hazards Associated With Activity	• Demolition • Manual Handling • Use of Hand Tools • Use of Plant • Scaffolding • Falls from Height • Falls of Materials • Uncontrolled Collapse • Dust • Noise • Vibration

Site Specific Hazards	• Overhead work • Building services • Access • Security

Risk assessments will be carried out for the activity and attached to this method statement, will form part of the induction and must be followed on site.

Work Procedure & Control Measures

The work will be supervised and monitored at all times by a competent site / task specific supervisor.

All works to be carried out in accordance to the risk assessments, construction phase plan in place and other H&S management documents in place.

Site compound and welfare facilities to be set up in an area agreed with the client or existing welfare facilities to be used.

Identification of any conflicts of other working groups or work activities operating within the same area and specify communication and liaison arrangements to control additional risks.

Work area to be securely cordoned off to prevent unauthorised access. Only authorised personnel will be allowed access to the work area. All persons (including visitors) to the site must sign in on arrival and sign out when leaving the site. Appropriate signage will be suitably displayed around the work area.

PPE to be worn at all times on site.

Training

Only qualified / certified or otherwise competent personnel will be permitted to undertake the work.

All operatives are to receive training on manual handling techniques, asbestos awareness and work at height.

All workers to undertake site induction prior to commencing work.

Toolbox talks will be carried out at weekly intervals during the works to raise awareness of relevant H&S issues.

Access

Work at height will be eliminated where possible, through changing work procedures or using alternative equipment.

Step ladders and ladders are only to be used for access and short duration work, and only when there is no suitable alternative such as full access scaffolding, tower scaffold or MEWP.

#Tower scaffolds to be erected by PASMA trained operatives. MEWPS to be used by suitably trained operatives (e.g. IPAF).

Access equipment will be securely stored at the end of each shift to prevent unauthorised use.

Exclusion zones will be established in the area below any overhead works, using suitable barriers and signage, to protect people below from the risk of any falling tools or materials.

Security

The site boundary will be secured with a minimum of 2m high fencing and secure, lockable entrance gates.

All accessible boundaries will display construction site warning signage to prevent and deter unauthorised access.

All persons entering the site will be required to report to the site office to sign in and be inducted. All visitors will be accompanied at all times.

Before vacating the site at the end of each shift all entrances will be locked shut.

The site boundary will be inspected daily for signs of attempted access or gaps, missing signage or other security breaches which will be addressed before leaving the site.

Site Plant

Site traffic routes form part of the site induction.

Pedestrian routes are kept away from vehicles routes at all times.

Mobile plant and machines are to be maintained following the manufacturer's recommendations / planned maintenance schedule and visually inspected before use.

Any faults or defects are to be reported and plant taken out of use.

Only those that have been trained and are competent are authorised to use the plant on site.

Site rules, speed limits and one-way systems and access routes, to be obeyed at all times.

Reversing to be minimised on the site and turning in the designated areas.

Signaller/banksman used when reversing.

Strictly no carrying of passengers.

If the hard hat is removed within the protection of the machine cab, it must be worn during entry and exit of the cab and at all other times on site.

No lifting of more than the safe working load.

Lifting plan completed when using plant and machinery for lifting operations.

Stop blocks used as required to avoid overturning/ excavations/unsuitable ground.

Designated refuelling areas established for refuelling plant on site.

Plant immobilised at end of use to prevent unauthorised access. Keys will never be left unattended with the plant.

Demolition

Work will be controlled by a permit for demolition. Solid timber hoardings will be erected to the site boundaries.

All workers and visitors will be required to sign in with the site manager and undertake a site induction.

All existing services (Electrical, Gas, Water) will be disconnected from the building before the commencement of any demolition works, with confirmation issued from service providers.

Temporary welfare facilities will be provided throughout the project. PPE must be worn at all times on site. The site will be surveyed as to the foreseeable impact on any adjacent structures and temporary support or piecemeal demolition by hand to be carried out in at-risk areas.

A Refurbishment and Demolition Asbestos Survey will be carried out before any works commence.

Any asbestos identified will be removed from the site by a licensed asbestos removal contractor, following current Control of Asbestos Regulations, and disposed of as hazardous asbestos waste to a licensed waste site. Waste transfer notice to be provided as confirmation of disposal. Air tests will be carried out as necessary before building re-occupation.

Soft strip out works will then commence with the removal of all internal fixtures and fittings by hand.

Appropriate hand tools will be used to remove shelving, cupboards, electrics, doors etc.

All glass products i.e. exterior windows will be left intact, to be removed remotely during structural demolition

All soft strip out materials will be disposed of into skips and removed from the site.

Materials will be segregated for re-use and recycling where possible.

The roof will be de-constructed in the reverse order of construction, by hand, working from fixed scaffolding erected to the external elevations with suitable edge protection.

Tiles and fixings will be transferred to ground floor level by rubble shute fixed to scaffolding.

Timber joists will be lowered to the ground and placed in a skip with the use of mechanical equipment.

Mechanical equipment will be used to demolish the remaining structure carefully demolishing top-down using push/pull action grabbing/breaking sections inwards.

Plant and machinery will be located in the correct position relative to the work at all times, as per the manufacturer's instructions to ensure stability and safe operation.

Mechanical equipment operated by CPCS Certificated operatives, positioned at a safe distance.

All personnel will be removed from the demolition area, and the site will be checked to be clear before the commencement of mechanical demolition works.

Heras fencing will be erected as required within the site to temporarily prevent access to danger zones during the demolition sequence. Neighbours will be consulted regularly about any noisy or dusty operations.

Dust will be controlled by the use of mains pressure water feed up the boom of the mechanical equipment. Additional damping down will be carried out by handheld methods as required to minimise dust creation and spread.

Noise will be controlled by machine and equipment selection and through demolition techniques.

Ear defenders will be worn during noisy operations such as mechanical demolition works, use of breakers etc.

The demolition sequence will start with the roof area and work downwards. A banks man will convey information to plant operative throughout demolition. Mechanical plant (e.g. a 360 excavator with rotation grab) will be used to clear the ground floor level of debris. The ground floor slab will be broken into sections with a silenced hydraulic impact breaker attachment to a 360 excavator.

Redundant drains and foundations will be grubbed up and removed from the site. Steel plates to protect any underground drainage remaining.

On completion of the works, a condition survey will be undertaken to any adjacent structures and any making good will be carried out as required. The site will be cleared of all materials, tools and equipment, all voids or uneven surfaces will be made good and levelled.

Manual Handling

All manual handling will be minimised through the provision of mechanical aids where practicable.

Where possible materials will be supplied in loads under 25kg. Operatives are not expected to handle loads or items weighing more than 25kg on the site without assistance.

If items above 25kg are to be lifted, or unusual, unstable or hazardous items, the supervisor/ site manager will determine a safe method of handling through completing a risk assessment and by specifically instructing nominated individuals.

Any items or loads above 25kg are to be handled through mechanical aids or team lifting.

The following manual handling general precautions will be taken:

Deliveries and materials handling will be planned to minimise the extent of manual handling of materials.

Routes by which materials have to be carried by hand will be checked for, and kept free of, obstructions.

Appropriate PPE will be worn to make sure that materials can be handled safely, e.g. gloves and safety footwear.

Two or more operatives will carry larger or heavier items.

Work Equipment

All current legislation and codes of practice regarding work equipment usage will be complied with.

Only those persons who have received suitable and sufficient instruction and training will be permitted to use work equipment.

All work equipment to operate on 110v.

Any mains powered 240v work equipment will operate, via a transformer or other power reducing device, at a reduced voltage of no more than 110v.

Before using any item of work equipment, it will be inspected to ensure that it is in good condition and unlikely to cause injury or harm to any person as a result of its correct usage.

Equipment guards to be correctly fitted before use.

All personnel are advised to check tools before each use and to take unsafe equipment out of service immediately, for repair or replacement.

Periodic testing and maintenance of all equipment carried out following regulations and manufacturer's instructions.

When not required for immediate use, all items of work equipment will be securely stored to prevent any unauthorised use or accidental contact with any sharp/rotating blades.

Housekeeping

All good practice guidelines regarding housekeeping in the workplace will be observed.

All spillages will be immediately cleaned up to prevent any slip hazards.

All work equipment, chemicals and substances will be properly secured when they are not in use, to prevent any unauthorised usage or accidental contact.

During the works, the area will, so far as is reasonably practicable, be kept clean and tidy with clear walkways as appropriate.

Workspace

All good practice guidelines regarding the provision of sufficient clear working space will be observed.

Before the commencement of any works, sufficient clear working space (taking into account the nature of the work, the location in which the work is to be undertaken and the needs of any other building/site occupants) will be made available, so far as is reasonably practicable.

Suitable warning signage and barriers (as appropriate) shall be positioned around the work area, to restrict other persons from entering the area.

During the works, attention will be paid at all times to the maintenance of clear working space.

If during the works, the maintenance of clear working space is impracticable, the person undertaking the work will liaise with the site management / principal contractor to resolve the issue.

Environmental

Work that may result in the escape of pollutants into the atmosphere or exposure to operatives will only be carried out by personnel who have been approved/licensed by the appropriate authority / professional organisation.

Before the commencement of any works which may result in the escape of pollutants into the atmosphere, the area will be sealed off as required and entry to the work area will be restricted.

Before the commencement of any works which may result in the escape of pollutants into the local water table, suitable spillage equipment will be positioned as appropriate.

Suitable warning signage and barriers (as appropriate) shall be positioned around the work area before the commencement of any works which may cause environmental contamination.

External Work

External work is prohibited during extreme weather such as rain, strong winds or snow. External work at height is also prohibited in icy conditions.

Operatives are to be warned of the dangers of skin damage before external work. Operatives must wear appropriate clothing to protect skin and must apply sufficient sun protection when exposed to UV rays.

Work area to be segregated from any pedestrians or traffic and signs erected to prevent members of the public or vehicles from coming into contact with operatives or access equipment.

Waste Disposal

All current legislation regarding the prevention of environmental contamination (including waste disposal) will be complied with.

Any contaminated or hazardous waste created as a result of works carried out will be properly contained and disposed of by a specialist company.

Waste must be transferred using a waste transfer note.

Cleaning

After completion of the work, the area shall be left in a clean, tidy condition and all associated waste shall be removed and properly disposed of.

PPE Requirements

☑ Safety Boots

☑ Hard Hat

☑ Hi-Viz Clothing

☑ Gloves

☑ Ear Defenders

☑ Dust Mask

☑ Eye Protection

☐ Harness

☐ Full Face Shield

☑ Overalls

☐ RPE

☐ Other

Other PPE
Additional PPE is required for certain activities as indicated by specific risk assessments.

Management Arrangements

Monitoring Arrangements
Monitoring of this activity will be carried out using a variety of different means such as: inspections, checklists, meetings, audits, reviews, and employee consultation. The supervisor will carry out regular inspections of the works and highlight any concerns.

First Aid Provision
• Nominated First Aider(s) • First Aid Kit • Accident Book

Welfare Provision
Welfare facilities will be provided within close proximity to the work area. Personnel must not eat, drink or smoke in the work area. Welfare facilities, including rest areas and toilet facilities, will be left as they were found in a clean and tidy manner, and operatives are to ensure that they are reasonably clean and tidy before entering premises.

Emergency Procedures
In the event of an accident notify the first aider immediately, for a major injury call 999 or if in doubt call 111. In the event of a fire sound the alarm and exit the site by the nearest exit, to not attempt to tackle the fire unless you have been trained to do so and it is safe to do so. In the event of discovering a material that you suspect could be asbestos containing, stop work immediately and notify the site manager/supervisor for further instructions.

Completed By

Name	Nick pattenden
Signature	
Date	7/11/23

Acknowledgement

Name	Signature	Date

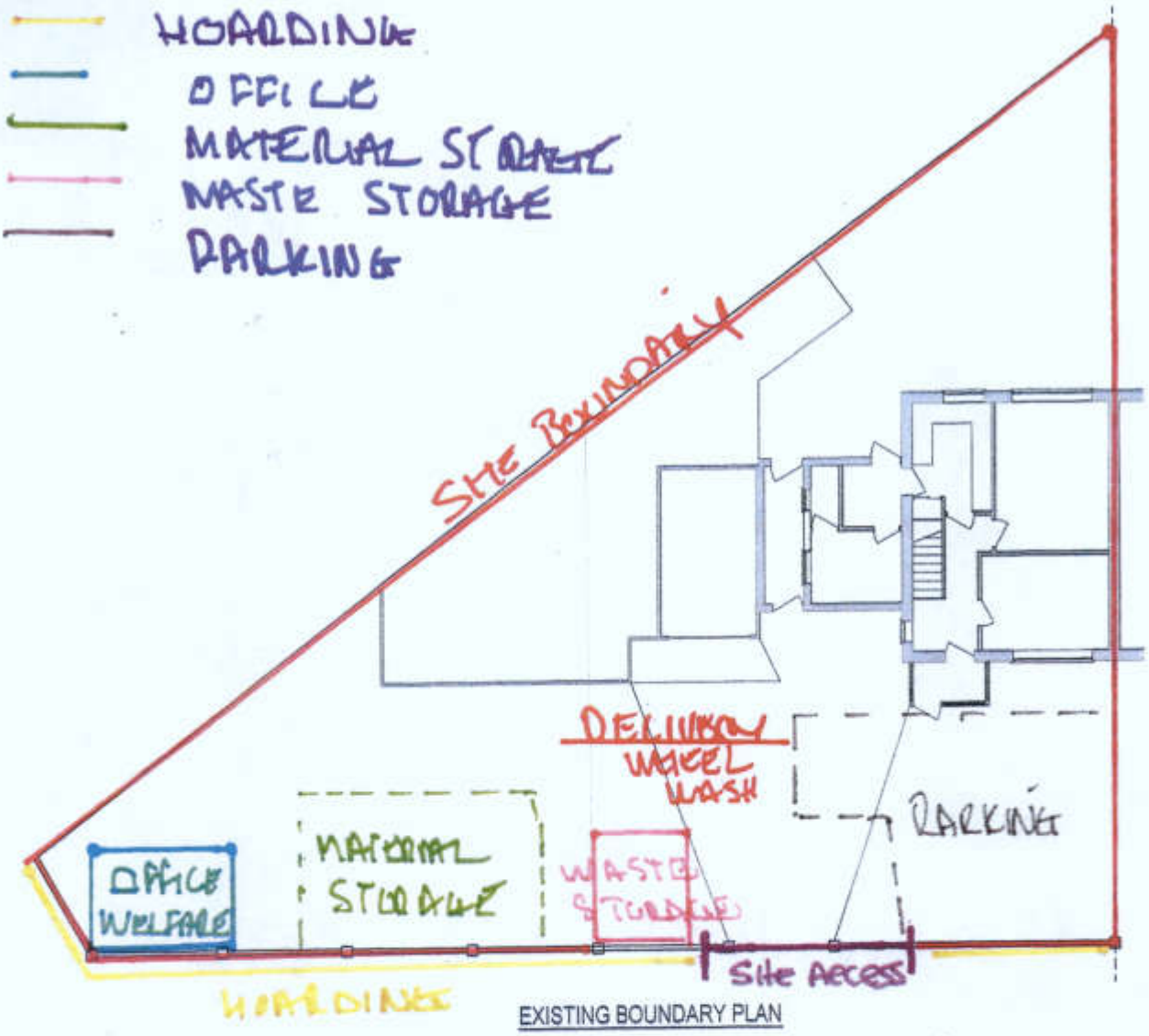
2.0 SITE MANAGEMENT

2.1 Site Manager Contact number

Nick Pattenden – 07565 945232
Email: maghamdev@gmail.com

2.2 Development Site Layout and Welfare Arrangements, showing storage and waste arrangements

2.2.1 Details and method statement for development traffic (incl pedestrians traffic) loading and unloading



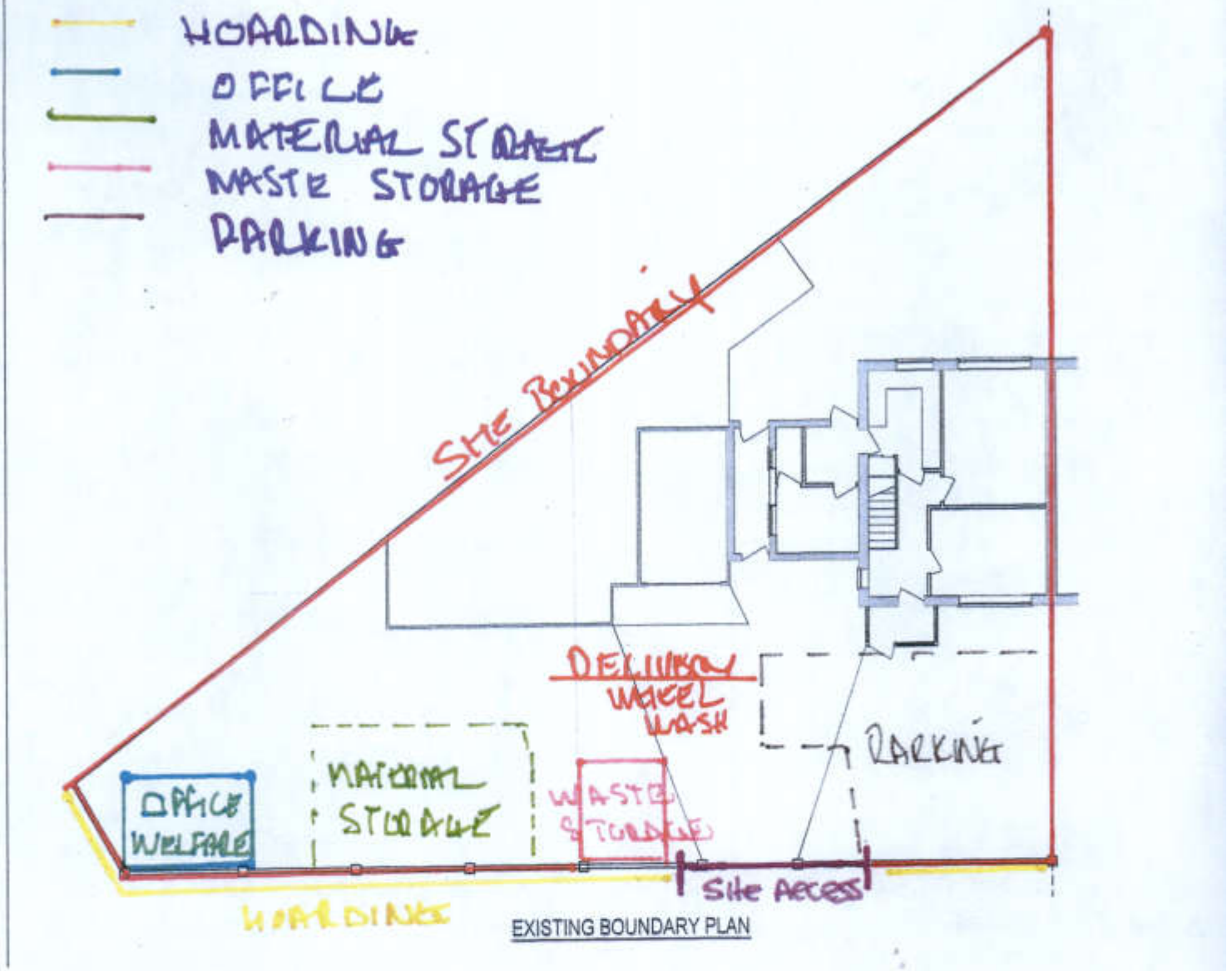
EXISTING BOUNDARY PLAN

2.3 Managing materials, site storage and good housekeeping

2.3.1 Materials/demolition waste will be stored in the areas marked on the plan provided in plan

2.3.2 Housekeeping method statement

2.3.3 Stacking, storage and securing of materials risk assessment



EXISTING BOUNDARY PLAN

2.2.1

Method Statement

Project	New 3 bed detached residential development		
Activity	Loading and Unloading		
Description	Arrangements for the loading and unloading of materials from delivery vehicles.		
Start Date	n/a	**Duration**	6 months
Assessor	N pattenden	**Hours of Work**	8am - 4 pm

Responsibilities

Project Manager	N Pattenden
Supervisor	D Pattenden
Team Size	6

Hazards

Hazards Associated With Activity	• Site Traffic and Vehicles • Manual Handling • Falls from Height • Site Plant and Equipment • Pedestrians • Excavations • Waste Management
Site Specific Hazards	• Working with other trades on site • External works • Nearby Structures

Risk assessments will be carried out for the activity and attached to this method statement, will form part of the induction and must be followed on site.

Work Procedure & Control Measures

All work is to be carried out following the risk assessments and other H&S management documents in place.

Conflicts with other working groups or work activities operating within the same area are identified, and communication and liaison arrangements to control additional risks are put in place.

Work area to be securely cordoned off to prevent unauthorised access.

Appropriate signage will be displayed around the work area.

PPE to be worn at all times on site.

Training

Only qualified, certified or otherwise competent personnel will be permitted to undertake the work.

For the use of truck mounted cranes the driver must show evidence of competency and proof of training prior to use.

All operatives are to receive training on manual handling techniques and work at height.

All workers to undertake site induction prior to commencing work.

Toolbox talks will be carried out at weekly intervals during the works to raise awareness of relevant H&S issues.

Entrance

Clear instructions to be given for delivery drivers when placing orders/arranging deliveries.

Deliveries will be timed to avoid the busiest rush hour periods whenever practicable.

Consideration will be given to adjacent land uses and any shared access requirements and planned deliveries communicated and coordinated with any persons directly affected.

Instructions for deliveries will be provided on order and information for drivers displayed at the site entrance.

Contact details for point of contact (e.g. site manager) to be displayed at main site entrance for contact on arrival.

Where vehicles need to cross public footpaths or enter public highways, a banksman will assist when manoeuvring onto the site.

The site entrance will be clearly visible with warning signs for construction traffic.

All delivery drivers must report to the site office/manager on arrival at the site.

All delivery drivers must adhere to the traffic management plan and routes for the site.

All reversing and/or turning vehicles (delivery vehicles and construction plant) to be accompanied by a banksman.

Delivery drivers will be assisted, as applicable, to the identified area for loading/unloading.

Where is it necessary for the delivery driver to exit the cab, appropriate PPE must be worn and supervision is provided.

If the driver is not involved in the loading or unloading procedure, a safe place will be made available away from the loading area.

During the loading or unloading operation, the keys will be handed over to the person in charge to prevent driving away too early.

Loading and Unloading

A designated and competent person on the site will be assigned to each loading operation. They are responsible for communicating with the driver, managing the loading or unloading sequence, and handover on completion of the task.

All deliveries are to be loaded and unloaded within the designated area that has been assigned. Under no circumstances are materials or plant to be loaded or unloaded outside of the area without express permission from the site manager.

Loading areas are defined within the traffic management plan and will be clear of other traffic and pedestrians.

Before using the loading area, it will be checked and cleared of any obstacles or debris.

During loading and unloading operations, people not involved in the loading will be excluded.

Delivery vehicles will park on stable firm and level ground.

Brakes will be applied and all stabilisers deployed before loading or unloading commences.

Delivery drivers must check the security and stability of all loads before any securing devices, chains or straps are released.

Checks will be carried out before unloading to ensure that loads have not shifted and that they are not likely to move or fall when restraints are removed.

Where loading or unloading requires stabilisers, outriggers or other high impact ground bearing pressure devices, then measures will be taken to protect any finished surfaces.

During loading or unloading, the delivery vehicle must never be overloaded.

The driver must ensure that the loads are loaded or unloaded in the appropriate order.

During loading and unloading, loads will be spread as evenly as possible.

Loads will be secured during loading and unloading.

All plant being loaded or unloaded must be isolated/have keys removed.

All materials are loaded or unloaded using mechanical aids with sufficient safe working loads.

When loading, always consider safe unloading.

Storage

All equipment and materials delivered to the site will be labelled and stored at a designated location following the manufacturer's instructions and any applicable COSHH assessments.

Dry storage area to be used for bagged cement materials.

Materials will be stored safely away from access routes.

Materials stacked no higher than 2 pallets in a safe manner on level ground within the site boundary.

Materials to be stored within storage units or otherwise protected from weather conditions and kept dry.

Traffic Management

Traffic management plan to be established to segregate pedestrian and vehicle traffic on site where possible.

One way system to be implemented where possible to reduce reversing and turning on site.

Any turning or reversing must be carried out with the aid of a banksman. Banksman to wear

a high visibility vest/jacket.
Manoeuvring of any large loads or vehicles to be carried out with banksman in attendance, to ensure that third parties are kept clear of site operations.
All site plant and vehicles to access the allocated compound area for deliveries and collections.
Parking is only allowed in recognised allocated vehicle parking areas.
Each contractor to ensure unnecessary delays do not occur that could obstruct vehicle/ pedestrian movements.
Drivers must take care when other vehicles and pedestrians are in any area through which they are moving. Where possible audible and visual signals should be used for reversing.

Exit

The vehicle will remain parked and immobilised until loading or unloading operations are complete.
The designated person assigned to the loading or unloading operation will sign off as complete and hand back the keys.
All delivery vehicles will be assisted, as applicable, back to the site exit.
Where vehicles need to cross public footpaths or enter public highways, a banksman will assist when manoeuvring off the site.
Traffic routes are planned to avoid the need to reverse on or off the site, or across public areas.
Wheel washes are to be used where appropriate to prevent mud from being deposited on carriageways.

Workspace

All good practice guidelines regarding the provision of sufficient clear working space will be observed.
Before the commencement of any works, sufficient clear working space (taking into account the nature of the work, the location in which the work is to be undertaken and the needs of any other building/site occupants) will be made available, so far as is reasonably practicable.
Suitable warning signage and barriers (as appropriate) shall be positioned around the work area, to restrict other persons from entering the area.
During the works, attention will be paid at all times to the maintenance of clear working space.
If during the works, the maintenance of clear working space is impracticable, the person undertaking the work will liaise with the site management / principal contractor to resolve the issue.

Lifting Operations

A lifting plan will be completed for all lifting operations involved with the task.
Lifting equipment will be of sufficient capacity, will have a current test and thorough examination certificates, and will be inspected weekly.
All lifting gear to be clearly identifiable and colour coded for the currency of examinations.
All lifting gear is subject to thorough examinations which are to be carried out by a competent person and recorded at least at six-monthly intervals.

Damaged equipment is to be taken out of use immediately.

Equipment is to be of the correct length(s) and have sufficient safe working load capacity for the task.

All persons involved in any lifting operations are to be competent for the task they are to carry out.

Communication between the crane operative and banksman is to be by two-way radios or hand signals if there is a good line of vision.

Access to the area below lifting operations is prohibited and to be prevented at all times, with suitable barriers and signage.

Heavy loads are to be lifted into position by mechanical aids to minimise manual handling.

Where manual handling is required this will be supported by lifting gear and sufficient personnel must be allocated to the work, from a safe working platform.

Manual Handling

All manual handling will be minimised through the provision of mechanical aids where practicable.

Where possible materials will be supplied in loads under 25kg. Operatives are not expected to handle loads or items weighing more than 25kg on the site without assistance.

If items above 25kg are to be lifted, or unusual, unstable or hazardous items, the supervisor/ site manager will determine a safe method of handling through completing a risk assessment and by specifically instructing nominated individuals.

Any items or loads above 25kg are to be handled through mechanical aids or team lifting.

The following manual handling general precautions will be taken:

Deliveries and materials handling will be planned to minimise the extent of manual handling of materials.

Routes by which materials have to be carried by hand will be checked for and kept free of obstructions.

Appropriate PPE will be worn to make sure that materials can be handled safely, e.g. gloves and safety footwear.

Two or more operatives will carry larger or heavier items.

Work at Height

All current legislation and codes of practice regarding working at height will be complied with.

Suitable access equipment will be selected to provide a safe working platform (taking into account the task, the duration of the platform use and the location in which the platform is to be used) shall be employed whilst undertaking any work at height and will be subject to inspection before and during its use.

Any fragile materials, structures or areas to be protected and covered to prevent falls through materials, with barriers and safety netting to be fitted as required.

Suitable access shall be provided to the working platform and will be subject to inspection before and during its use.

Suitable barrier edge protection shall be employed where necessary.

Suitable warning signage and barriers (as appropriate) shall be positioned around the work platform base or danger area, to prevent unauthorised access.

Only those persons who have received suitable instruction shall be permitted to undertake work at height.

Housekeeping

All good practice guidelines regarding housekeeping in the workplace will be observed.
All spillages will be immediately cleaned up to prevent any slip hazards.
All work equipment, chemicals and substances will be properly secured when they are not in use, to prevent any unauthorised usage or accidental contact.
During the works, the area will, so far as is reasonably practicable, be kept clean and tidy with clear walkways as appropriate.

External Work

External work is prohibited during extreme weather such as rain, strong winds or snow. External work at height is also prohibited in icy conditions.
Operatives are to be warned of the dangers of skin damage before external work. Operatives must wear appropriate clothing to protect skin and must apply sufficient sun protection when exposed to UV rays.
Work area to be segregated from any pedestrians or traffic and signs erected to prevent members of the public or vehicles from coming into contact with operatives or access equipment.

Harmful Substances

All current legislation and codes of practice regarding chemical/substance usage will be complied with.
Where possible, any hazardous substances are substituted for alternative non-hazardous substances.
COSHH assessments are completed before the use of hazardous substances.
Only those persons who are fully conversant with a chemical/substance will be permitted to use the chemical/substance.
Adequate ventilation will be maintained at all times where hazardous chemicals/substances are used.
When not required for immediate use, chemicals/substances will be kept in suitable closed containers in a secure location, to prevent their unauthorised use.
If during the works, the provision/maintenance of a well-vented workplace is impracticable, the person undertaking the work will liaise with the site management to resolve the issue.

Waste Disposal

All current legislation regarding the prevention of environmental contamination (including waste disposal) will be complied with.
Any contaminated or hazardous waste created by the works carried out will be safely contained and disposed of through a specialist company.
Waste must get transferred using a waste transfer note.

PPE Requirements

☑ **Safety Boots**

☑ **Hard Hat**

☑ **Hi-Viz Clothing**

☑ **Gloves**

☐ **Ear Defenders**

☐ **Dust Mask**

☐ **Eye Protection**

☐ **Harness**

☐ **Full Face Shield**

☐ **Overalls**

☐ **RPE**

☐ **Other**

Other PPE
Additional PPE is required for certain activities as indicated by specific risk assessments.

Management Arrangements

Monitoring Arrangements
Monitoring of this activity will be carried out using a variety of different means such as: inspections, checklists, meetings, audits, reviews, and employee consultation. The supervisor will carry out regular inspections of the works and highlight any concerns.

First Aid Provision
• Nominated First Aider(s) • First Aid Kit • Accident Book

Welfare Provision
Welfare facilities will be provided within close proximity to the work area. Personnel must not eat, drink or smoke in the work area. Welfare facilities, including rest areas and toilet facilities, will be left as they were found in a clean and tidy manner, and operatives are to ensure that they are reasonably clean and tidy before entering premises.

Emergency Procedures
In the event of an accident notify the first aider immediately, for a major injury call 999 or if in doubt call 111. In the event of a fire sound the alarm and exit the site by the nearest exit, to not attempt to tackle the fire unless you have been trained to do so and it is safe to do so. In the event of discovering a material that you suspect could be asbestos containing, stop work immediately and notify the site manager/supervisor for further instructions.

Completed By

Name	N Pattenden
Signature	N Pattenden
Date	7/11/24

Acknowledgement

Name	Signature	Date

2.2.1

Construction Traffic Management Plan

Project:	new 3 bed residential development
Site Address:	land adjacent to 67 Dynes Rd
Date:	7/11/23

TABLE OF CONTENTS

Document Version

Date	Revision	Prepared By	Issued To	Comments
7/11/23	1	N Pattenden	n/a	n/a

Plan Development

This document must be read in conjunction with site-specific documentation and company procedures including, but not limited to, the health and safety policy, construction phase plan (where applicable), risk assessments, method statements and permits to work.

The purpose of this plan is to detail specific arrangements and responsibilities in place relating to site traffic management and to manage the risks associated with vehicular and pedestrian traffic on site.

This document will be displayed and made available to all persons working on / visiting sites under the control of the business.

Introduction

The Traffic Management Plan

The purpose of this construction traffic management plan is to organise site activities so that vehicle traffic and pedestrian traffic can be segregated to minimise the risk from vehicles, and so that traffic routes can be used safely.

On average, each year, about 7 workers die as a result of accidents involving vehicles or mobile machinery on construction sites. A further 93 are seriously injured. The risks from construction site traffic can be controlled through the organisation and management of traffic on site.

The term vehicle includes cars, vans, lorries, delivery vehicles, low-loaders and mobile plant such as excavators, lift trucks and site dumpers etc.

The term pedestrian includes operatives, workers, management, consultants, visitors and any other person accessing the site on foot.

This construction site traffic management plan outlines the management of the movements of vehicles and pedestrians on site and interaction with adjacent land use. It does not cover the present permanent traffic situation and conditions surrounding the site.

Key issues in dealing with traffic management on construction sites and that will be addressed within this traffic management plan are:

1. Pedestrian and vehicle separation
2. Minimising vehicle movements
3. People on site
4. Loading and storage areas
5. Turning vehicles
6. Visibility
7. Signs and instructions
8. Public protection

Aims and Objectives

The purpose and aims of this plan are:

1. To identify the traffic-related hazards and risks present on site.
2. To effectively manage the risk from construction site traffic through implementing control measures.
3. To communicate the construction site traffic management procedures to all site operatives, visitors and other interested parties.
4. To raise awareness of the risks identified and controls in place.
5. To eliminate traffic-related accidents on site.

This document aims to provide a suitable site-specific plan for managing the risks of construction site traffic. The business has a duty to ensure the safe management of pedestrian and vehicle movements on site.

Responsibilities

The general duties of the contractor in respect of traffic management are:

- Ensuring adequate planning of the work including traffic management arrangements on site
- Ensuring subcontractors make adequate provision for the selection and supervision of drivers and vehicle safety
- Setting standards for driver competence, vehicle safety and maintenance, and ensuring control of authorised drivers
- Ensuring co-ordination and co-operation between different subcontractors
- Co-ordinating the views of workforce representatives
- Ensuring all workers receive information, instruction and training in traffic management arrangements and site rules
- Monitoring the implementation of traffic management arrangements on site
- Reviewing the implementation of traffic management arrangements on site

The Site Manager

The site manager shall:

- Ensure measures such as the use of pedestrian barriers, stop blocks, one way systems where possible, segregation of routes, signage, etc are implemented as required within the construction site following this document.
- Ensure a suitable briefing on traffic management requirements is included in the site induction for new starters and communicated in the form of a toolbox talk to existing workers following the arrangements in this document.
- Ensure suitable steps are taken to coordinate traffic movements in the construction area by involving subcontractor supervisors in regular reviews of planned work activities, including deliveries, every week as per the arrangements in this document.
- Ensure suitable steps are taken to coordinate traffic movements of adjacent sites, client occupied areas or other access requirements, in regular reviews of planned activities, per the arrangements in this document.
- Investigate, take appropriate action and respond to reports from workers on deficiencies and faults in the implementation of the traffic management arrangements as per this document.
- The Site Manager may delegate particular elements of the requirements of the traffic management plan to other competent members of the site management team as required to ensure the requirements are met effectively and efficiently.

Staff and Subcontractors

Subcontractors using construction vehicles shall ensure that the work involving the use of construction vehicles is planned and detailed in method statements and risk assessments taking account of the requirements of this document.

Workers in the construction area shall adhere to the site rules and the instruction provided through the site induction and/or toolbox talk for traffic management arrangements.

Workers shall report any deficiencies or faults in the arrangements for traffic management to the Site Manager using the site near-miss reporting system.

Traffic Management Risk Register

Risk	Controls
Pedestrians and vehicles interface Pedestrians struck by vehicles	Separate vehicle and pedestrian access routes to be established. Pedestrians to wear high visibility clothing (jacket or vest minimum) at all times on site. Audible and visual alarms to be in working order on vehicles. Signage to be displayed on site directing vehicles and pedestrians. Speed limit to be established and enforced.
Deliveries Collision/ conflict with other work activities	Clear instructions to be given for delivery drivers when placing orders / arranging deliveries. Site Manager contact details to be displayed at main site entrance for contact on arrival. All delivery vehicles to be directed to site office on arrival and banksman notified where access onto site required.
Access equipment Struck by vehicles	Access equipment positioned in areas at risk from being struck by vehicles, including other mobile access equipment, to be segregated from vehicle routes with barriers. Mobile access equipment to be accompanied by a banksman on site roads when moving around site.
Excavations Vehicles entering or overturning	Vehicles routes to be planned away from excavations as far as possible. Vehicles and plant to be kept a safe distance from excavations. Excavations adjacent to and within 1m of vehicle routes where there is a risk of driving directly into the excavation to be provided with pedestrian barriers and stop blocks (minimum 200mm high) along entire length of excavation. Excavation parallel to and within 1m of vehicle routes where there is a risk of driving indirectly into the excavation to be provided with barriers along excavation.
Excavations by walkways Falls from height	Excavations to be provided with solid pedestrian barriers/fences a minimum of 300mm from edge of excavation. Barriers are to be distinctively marked with warning signs.
Reversing/ manoeuvring Collision with pedestrians/ structures	All reversing and/or turning vehicles (delivery vehicles and construction plant) to be accompanied by banksman.

Risk	Controls
Poor maintenance of vehicles Failure of built-in controls	All plant to be maintained and examined in accordance with manufacturer's instructions. Where plant is obtained on hire obtain copies of certificates from the hire company. All construction vehicles to be provided with suitable audible and visual indications of movement. Controls, lights and warning systems to be checked before first use each shift.
Lack of competence Human error due to lack of awareness	Confirm the competence of drivers for the particular vehicles to be used. Instruction given through inductions, on site safety briefings, signage and regular tool box talks. A banksman will be used if the driver's vision is restricted or when operating in a congested area. The carrying of passengers is prohibited.
Congestion Collision/ excessive manouvering	Schedule of planned deliveries to be maintained and deliveries planned in advance to avoid conflict with other site operations or adjacent land uses.
Unauthorised use Misuse of plant	The ignition key will be removed whenever machine is left unattended and if left on site overnight all plant will be immobilised.
Noise Hearing damage	Figures for noise levels will be obtained from the hire company and where these are above 80dB(A) ear protectors will be worn.
Vibration Whole-body vibration syndrome	Plant should be fitted with 'suspension' seats to reduce effects of whole body vibration. Drivers do not drive plant for prolonged periods to minimise risk of whole body vibration.

Procedures

Deliveries

Deliveries will be timed to avoid the busiest rush hour periods whenever practicable. Consideration will be given to adjacent land uses and any shared access requirements and planned deliveries communicated and coordinated with any persons directly affected.

Mitigation measures will be taken to ensure that any impacts from deliveries are minimised.

On-Site/Off-Site Interface

Wheel wash facilities will be provided when necessary to minimise the spread of material from the site and the risk of road contamination. In addition, the site roads will be regularly cleaned.

These steps will ensure that material will not be transferred to the public highway. Dust suppression measures will be implemented on the site to minimise the risk of dust spread.

Pedestrians

Traffic routes will be established to minimise the interface between vehicles and pedestrians. The site entrance will be separate for vehicles and pedestrians where possible, or where this is not possible and pedestrian and vehicle access cannot be adequately segregated, priority will be given to pedestrians and a banksman will coordinate all vehicle entry and egress from the site.

Pedestrian barriers will be erected at the site access to control the interface between members of the public and site traffic.

A crossing point for pedestrians over the site access will be established and demarcated and signed. The site manager will ensure that the pedestrian and vehicle interface is safely controlled.

Control of Construction Vehicles

Vehicular access routes will be established on the site, and as far as reasonably practicable these will be away from pedestrian routes, uneven ground, excavations and structures. A one-way system will be implemented where possible to avoid the need to turn or reverse on site.

All turning or reversing will be accompanied by a competent banksman.
Records shall be kept on the site for all construction vehicles accessing the site, and shall include the following:

1. Make, model and serial number
2. Records of inspection of work equipment including a written weekly check of the

operation of the equipment confirming the adequacy of safety devices such as emergency stops, audible and visual alarms, controls, guards etc.
3. Records of examination of lifting equipment including dates of last and next examination.
4. Plant operators certification and training records.
5. A register of authorised users of each designated piece of construction plant.

Subcontractors shall also make the above information available on site and will be stored at the site office.

Unused construction plant is stored away from work areas and designated traffic routes in agreement with the site manager and the construction plant will be promptly removed from the site on completion of use.

All requirements for any additional plant will be discussed with the site manager in advance, before delivery to the site.

Communication of Information

The traffic management will form part of the site induction, and a toolbox talk will be delivered within the early stages of the project as a further reminder of the hazard of construction site traffic and the site-specific controls in place to reduce the risks on site.

Traffic management arrangements will be discussed during daily briefings to include planned deliveries and any restrictions or changes due to developing site conditions or short term activities.

Consultation and an open-door policy will be implemented to gain worker involvement and understanding in traffic management arrangements.

Reporting

Everyone on site must contribute to site safety, and will be requested to report any near misses or dangerous situations, including that involving traffic management on site.

The near-miss reporting system will be used to assess any deficiencies in the traffic management arrangements, and remedial action will be taken as necessary.

Subcontractors

All subcontractors will be inducted and provided with information on the traffic management procedures in place.

All subcontractors will be required to submit details of planned deliveries and to comply with the contents of this traffic management plan. Sub-contractor deliveries must be arranged via the Site Manager and coordinated with other planned deliveries.

Monitoring

Traffic management will be assessed and monitored ongoing throughout the project with any changes made to the plan as necessary to ensure safe access, egress and movement around the site.

A record of all deliveries will be held at the site office. Delivery notes for all deliveries will be held on the site (these will include the points of origin of the material).

The above information will be used to produce a monthly report this will identify any improvements required to the plan in addition to any deviations from that proposed.

Delivery Schedule

The following page contains the schedule of planned deliveries the site.

Type	Materials Description	Use	Frequency
Welfare	Cabin Toilet Storage Containers Generator	Welfare facilities, power to welfare facilities and storage requirements at site compound.	Delivery – First Week Removal – Last Week
Large Plant	2.5 TON excavator	Ground works	2 times week
Concrete	Ready mixed concrete	General construction use	1 loads in 1 day period
Waste Removal	General Waste Removal	Demolition	1 skips per week
Building Materials	General Building Materials	Building works	3 loads per week

2.3.2

Good Housekeeping.

Good housekeeping is important to protect people and materials. Good housekeeping can prevent slips, trips and falls and also minimise the risk of fire.

Importance.

Slipping and tripping hazards may seem minor, but they are the most common causes of major injuries within UK workplaces. HSE statistics show slips and trips as the leading cause of accidents at work. Each year 15,000+ injuries are caused by slipping and tripping (around 30% of all occupational major injuries).

Regulations.

Under the Health and Safety at Work etc Act employers have to ensure their employees and anyone else who could be affected by their work are kept safe from harm. This means slip and trips risks must be controlled to ensure people do not slip, trip and fall.

Guidance.

- Keep rubbish and loose objects clear of the floor and walkway areas.
- Dispose of all waste and rubbish into designated areas.
- Store all materials safely in designated areas.
- Keep all tools and equipment in their proper places except when actually in use.
- A safe place of work at all times includes a safe means of access and egress to all places where work is done. Do not leave block or leave obstacles where they might impede escape or cause a tripping hazard.
- If all rubbish is regularly removed, in the event of a fire, the danger is confined and more easily dealt with.
- Damaged tools or equipment must be taken out of use and immediate steps taken to have them repaired or disposed of.
- When work is finished, put tools, equipment and PPE away. Do not leave belongings lying around.
- If you see anything lying on floors, stairways, passages that could cause people to trip and fall, pick it up and put it in a safe place.
- If you notice rubbish piling up that you cannot remove, alert your supervisor.
- If when working at height you notice loose objects, put them somewhere where they cannot be dislodged. This avoids the risk of them falling and causing injury.

Questions.

1. Why is it important to have safe access and egress?
2. What are the problems caused by a build-up of waste?

Summary.

Good housekeeping is important to keep the workforce safe by minimising the risk of slips and trips.

A tidy site will be more organised and therefore increase productivity.

3.0 COMMUNITY LIAISON AND COMMUNICATION, INCLUDING COMPLAINTS PROCEDURE

- A display board shall be prominent and shall detail the nature of the works being undertaken, a contact name and telephone number (including a telephone number to be used outside normal working hours).

- A complaints register shall be kept and shall include complainant's details, date and time of the complaint, cause(s) of the complaint, action taken to resolve the complaint, date and time of action taken to resolve the complaint and reasons for any unresolved complaints.

2.3.3

Risk Assessment

Activity	Storage of Materials	**Ref**	RA048
Description	Stacking and storage of materials on site.		
Assessor	N pattenden	**Date**	

Hazard Identification

Hazard	Likelihood	Severity	Risk
Falling materials	L M **H**	L M **H**	L M **H**
Manual handling	**L** M H	L **M** H	**L** M H
Movement of materials	L **M** H	L **M** H	L **M** H
Spillages	L **M** H	L **M** H	L **M** H
Temperature	L **M** H	**L** M H	**L** M H
Fire and explosion	**L** M H	L M **H**	L **M** H
Fumes and hazardous gases	L **M** H	L **M** H	L **M** H
Access	**L** M H	L **M** H	**L** M H
Obstructions	**L** M H	L **M** H	**L** M H
Slips, trips, and falls	**L** M H	**L** M H	**L** M H
Environmental	**L** M H	L **M** H	**L** M H
	L M H	L M H	L M H
	L M H	L M H	L M H

People at Risk

- [x] Workers
- [x] Adjacent Workers
- [x] Site Wide Workers
- [x] Occupants
- [x] Visitors
- [x] Members of Public

Controls

Risk	Control Measures
Falling materials Crushing injuries from falling materials	Ensure that only the minimum amount of materials are stored on site at any time. Materials to be palletised where possible and shrink wrapped. Breaking down of pallet loads to be done at ground level. Minimum PPE to be worn: safety boots, hi-viz, protective gloves and hard hat when within storage area. No materials to be stacked so high as to create risk on injury / instability.
Manual handling Strains from lifting and carrying	Manual handling to be eliminated and minimised through use of mechanical aids. Materials to be loaded / unloaded with HIAB or site lift truck/ telehandler. Safety footwear to be worn at all times during operation. Manual handling to be avoided wherever possible. Manual handling activities to be planned where avoidance not possible. Mechanical lifting aids (eg trolley) to be used where practical. Manual handling training to be given to all employees who may be required to lift or push/pull. Two (or more) man lift to be used for objects over 25kg or where load is too heavy or awkward for single person. Assistance to be sought to 'get the load moving' when pushing or pulling. Stability of the load to be assessed before lifting commences. Minimum PPE to be worn: safety boots, hi-viz, protective gloves and hard hat when within storage area.

Risk	Control Measures
Movement of materials Injury during movement of materials	Loads to be stable and secured when moving. Lifting equipment to be certificated, and loads to be kept below the rated SWL (safe working load) for the equipment. Secure storage compound to be provided where possible with site manager responsible for locking up at night. Ensure everyone on site is aware of site policy for movement and storing materials, and removing waste from work area. Loads on pallets not to be stacked more than two high, upper pallet to be lifted using forklift or mechanical aid before unloading.
Spillages and dispersal Slips and exposure to substances	loose material i.e sand, soil and spoil will be either stored in bulk bags (sand and soil) spoil will be covered at times when excavation isnt being carried out and will be removed from site (disposed for recycling) asap Drums and containers to be clearly marked as to their contents. Spill kits, brooms and rubbish bags provided in storage area. Spills and to be cleaned up immediately. COSHH assessment carried out for hazardous substances and spillage procedures established.
Temperature Extremes of temperature	COSHH assessments consulted for hazardous materials where special storage arrangement may be required. Storage area to be secure, well ventilated and out of direct sunlight.
Fire and explosion Increased risk in storage area	All ignition sources eliminated from storage area. Flammable materials and build up of waste minimised. Fire extinguishers made available close to storage area suitable type and quantity for contents. Storage area to be secure, well ventilated and out of direct sunlight. Spills to be cleaned up immediately.

Risk	Control Measures
Hazardous substances Fumes and hazardous gases	All hazardous materials to be clearly marked and only stored if safe to do so COSHH assessments and material data sheets to be available on site. Drip trays or bunds to be provided to prevent ground contamination. Secure storage to be provided for all hazardous substances, flammable materials and bottled gas cylinders. Bottled gas cylinders to be stored upright and secured to prevent falling over. Visually check containers for signs of leaks or corrosion. Stacks of cylindrical objects such as pipes, cable drums etc. to be adequately chocked with wedges. Procedures on COSHH assessments, manufacturers data sheets, to be followed regarding storage, use and disposal of material/substance.
Access Restricted access	Storage of materials prohibited on access or escape routes. Storage of materials in designated areas only.
Obstructions Impact with overhead obstructions / services	Storage area to be designated where there are no over head obstructions or services. Provide warning signs and height restriction barriers at overhead cables and obstructions. Where required overhead services to be isolated or vehicle height restrictions enforced with height restricting barriers in place.
Slips, trips, and falls Injury from slip and trip hazards	Storage area to be flat and clear of obstructions and trip hazards. Waste materials and packaging cleared away promptly into waste collection facilities. Spill kits provided in storage area.
Environmental Pollution	Drip trays or bunds to be provided to prevent ground contamination. All waste and hazardous waste properly disposed of.

Risk Level

<L	L	M	H	!
Very Low safe to proceed work under standard control measures	**Low** safe to proceed work under additional control measures	**Medium** proceed with caution under additional controls measures	**High** proceed with caution under further controls with supervision	**Very High** unsafe DO NOT proceed - essential further action needed

Further Action

Action Required	Timeframe	By	Date
Ensure adequate supervision is provided and that control measures remain valid for the duration of the works.	Ongoing	N Pattenden D pattenden	n/a
Safe systems of work are provided and issued to all staff and training provided in their use.	1 week Refresh at inductions		
All staff to be trained in the importance and use of correct Personal Protective Equipment and wearing of the correct PPE made a condition of employment.	1 week Refresh at inductions		

Acknowledgement

Name	Signature	Date

4.0 IMPLEMENTATION, MONITORING AND CORRECTIVE ACTION

- A responsible person shall undertake regular site inspections to monitor compliance with the construction management plan and to ensure that nuisance is not caused to surrounding uses. Where non-compliance is identified, the responsible person shall ensure that corrective action is taken.

4.1 The construction management plan will be monitored frequently and updated with applicable RAMS, Method Statement's and Toolbox Talks.

5.0 SITE OPERATIONS

5.1 Working hours/deliveries and transport of materials, plant and equipment to site Monday to Friday 8.00am to 4.00pm.

5.1.1 No works will be carried out outside of normal working hours.

5.1.2 Large plant (concrete only) and utility services will be programmed in and information sent to nearby residents a minimum of 2 weeks in advance.

The working hours for the development site (including any demolition and construction activity) and deliveries including the transport of materials, plant and equipment to the development site shall only take place during the following hours:-

- 8.00am to 4.00pm Monday to Friday
- No working on Sundays or Public Holidays
- No large plant should commence prior to 9.00am

These working hours cover operations and work which are audible at the site boundary. Any noisy operations outside these hours shall not be undertaken without prior written approval from the LPA. These hours may be amended by the LPA where local circumstances demand as necessary.

Any deliveries outside the above hours cannot be undertaken without prior written approval of the LPA.

5.1.3 Traffic management and loading and unloading statements

5.3.1

Magham developments Ltd

Risk Assessment

Activity	Noise and Vibrating Equipment	**Ref**	RA134
Description	Use of vibrating equipment.		
Assessor	N Pattenden	**Date**	7/11/24

Hazard Identification

Hazard	Likelihood	Severity	Risk
Frequent exposure	**L** M H	**L** M H	**L** M H
Vibration levels	L M H	**L** M H	L M H
Prolonged exposure	**L** M H	L M H	L M H
Exposure in cold environments	**L** M H	L M H	**L** M H
Hand arm vibration syndrome	L M H	L M H	L M H
Vibration white finger	**L** M H	L M H	**L** M H
Whole body vibration	L M H	**L** M H	L M H
Exposure at limit value	L M H	L M **H**	L M **H**
Exposure at action value	L M H	L M H	L M H
	L M H	L M H	L M H
	L M H	L M H	L M H
	L M H	L M H	L M H
	L M H	L M H	L M H

People at Risk

- [x] Workers
- [x] Adjacent Workers
- [x] Site Wide Workers
- [x] Occupants
- [x] Visitors
- [x] Members of Public

Controls

Risk	Control Measures
Frequent exposure Regular use of tools increasing vibration exposure	Use of noisy and vibrating tools and machinery will be prevented where possible. Work planned to prevent frequent exposure. Vibration monitoring to consider exposure patterns over time periods exceeding per shift to manage frequency of exposure. Job rotation to be considered to minimise periods of frequent exposure.
Vibration levels Exposure to high levels of vibration	Information collected on the equipment vibration levels from manufacturer. Consideration to vibration output to be a factor in selection of equipment and machinery. On the job testing of vibration levels where risk high as actual vibration level can differ over the lifetime of the tool. Exposure limited to legal limits. All vibrating machines are maintained regularly and inspected annually. Blades and accessories are changed regularly to reduce vibration output when blunt. Where exposure action value is reached, action will be taken to reduce exposure. The use of machines is restricted to trained operatives who are trained on the risks and controls. Anti-vibration gloves, mats and mounts used as additional measures.

Risk	Control Measures
Prolonged use Prolonged use of tool increasing long term vibration exposure	Information will be collected about the equipment on vibration risks (from manufacturer). How long employees are actually in contact with the machinery when vibrating will be calculated and further action will be taken to reduce exposure where the daily exposure action value 2.5 m/s² (averaged over an 8-hour exposure period) is exceeded. Jobs are rotated so an operative will not use vibrating machines permanently. Work will be planned to prevent the exposure exceeding the exposure limit value (ELV). The ELV is a daily exposure of 5 m/s² A(8). Exposure levels must be reduced to below this level. Other problems such as weight and awkward postures will be taken into consideration.
Cold conditions Increased risk in cold and wet environments	Use of vibrating tools in cold environments will be restricted. Clothing will be provided to keep employees warm and dry to help improve blood supply to the hands, and minimise risks. Additional breaks introduced and reduced exposure implemented in cold conditions due to increased risk.
HAVS Symptoms associated with vibration exposure including VWF	All users of vibrating tools and equipment made aware of the risks of exposure and controls required. The site foreman to deliver regular talks, including subject of vibration, so operatives are regularly reminded of the dangers of HAVS and VWF, the symptoms to look out for and the ways to reduce risks. The site manager to inspect the hands of vibrating equipment users regularly and asks questions about numbness and tingling in the fingers. Any employee showing symptoms of HAVS to be referred to a GP.
WBV Exposure to whole body vibration - WBV	Vibration exposure measured to assess whole body vibration exposure. Vibrating equipment selected based on vibration emissions, ergonomic design etc to reduce exposure. Regular maintenance of vehicles carried out, including seats and suspension, and vehicle routes to reduce vibration exposure. Layout of workplace and routes designed to reduce WBV exposure of equipment drivers and operators. Duration and levels of exposure limited, with regular rest periods. Exposure above the limit level forbidden.

Risk	Control Measures
ELV Exposure at exposure limit value (ELV)	Immediate action taken to reduce exposure below the ELV. Work on vibrating tools or equipment forbidden above the ELV. Vibration reduced at source where possible, through selection of new technology or equipment with lower vibration levels.
EAV Exposure at exposure action value (EAV)	Action taken to reduce exposure below EAV where possible. Job rotation and time spent off vibrating equipment implemented. Employees warned of dangers, correct use of tools and restrictions in place. Health surveillance implemented.

Risk Level

<L	L	M	H	!
Very Low safe to proceed work under standard control measures	**Low** safe to proceed work under additional control measures	**Medium** proceed with caution under additional controls measures	**High** proceed with caution under further controls with supervision	**Very High** unsafe DO NOT proceed - essential further action needed

Further Action

Action Required	Timeframe	By	Date
Ensure adequate supervision is provided and that control measures remain valid for the duration of the works.	Ongoing		
Safe systems of work are provided and issued to all staff and training provided in their use.	1 week Refresh at inductions		
All staff to be trained in the importance and use of correct Personal Protective Equipment and wearing of the correct PPE made a condition of employment.	1 week Refresh at inductions		
Health surveillance in place for employees exposed to vibration at work.	Annually		
Monitor and record vibration exposure for all staff.	Ongoing		

Acknowledgement

Name	Signature	Date

6.1

Waste Management.

It is important to dispose of waste as soon as possible after you create it. Waste materials can not only be a health hazard but also block escape routes and create slip and trip hazards.

Importance.

Each year over 1000 trips or slips involve fractured bones or dislocated joints. Many accidents are caused simply because there is something in the way, such as materials or waste. Poor waste management can also increase the risk fire, and prevent safe access, egress, and escape.

Regulations.

Everyone must plan, manage and monitor their work so it is carried out safely and without health risks. Failure to implement good waste management could create an unsafe work environment. There is legislation governing the proper disposal of waste, from low-risk to hazardous waste.

Guidance.

Dispose of waste as soon as possible to prevent slip and trip hazards. You may need to provide wheeled bins or chutes to enable it to be removed safely. Make sure flammable waste materials (such as packaging and timber offcuts) are cleared away to reduce fire risks

Plan where the skips and waste removal containers can be positioned and how often they will need to be collected. Check that everyone is aware of what is required that it is being done.

Waste containers:

- Never overload skips
- If a skip is in the road, a council permit is required
- A skip on the road must be coned off, with adequate light at night
- Never enter or attempt to ride in a skip

Fire:

- The accumulation of waste could provide the fuel for a fire
- Dispose of combustible waste in skips/ bins
- Never dispose of used LPG cylinders or aerosol cans with general waste
- The burning of waste materials is banned on site – don't light fires in skips

Hazardous waste:

- Special arrangements have to be made for the removal of certain hazardous substances, such as plasterboard or flammable substances
- soil tests have been carried out at purchase stage and are clear
- These substances must not be mixed in with general waste
- specific skips for cerain hazardous waste will be provided seperate to normal waste

Food waste:

- Food waste will encourage pests
- Rats bring the possibility of Weils disease
- Dispose of food waste in secure bins

Summary.

Failure to implement good waste management could create an unsafe work environment. All waste produced can present a health and safety hazard to workers if it is not properly managed.

5.2 Noise and Vibration

- All vehicles and plant used during the development will be maintained in good and efficient working order and in accordance with manufacturer's specification.
- All vehicles, mechanical plant and machinery used during the development shall be fitted with proper and effective silencers (where available AND/OR in compliance with health and safety requirements) and shall be maintained in good and efficient working order.
- All plant and machine in intermittent use shall be shut down in the intervening periods between works.
- Plant and machinery capable of generating significant noise and vibration levels will be operated in a manner to restrict its duration.
- Static plant and machinery shall be sited as far away as possible from in habited buildings or other noise sensitive locations.
- All compressors shall be "noise reduced' models that are fitted with properly lined and sealed acoustic covers which shall be kept closed whenever the machines are in use. All ancillary pneumatic percussion tools shall be fitted with mufflers or silencers of the type recommended by the manufacturers.
- Wherever possible mains electricity or battery powered equipment shall be used instead of diesel or petrol powered generators.
- The handling of materials shall be conducted in such a manner that minimises noise, including minimising drop heights into hoppers and lorries.
- No stereos or similar amplified devices shall be audible beyond site boundary.

5.3.1 Noise and vibration Measures risk assessment

5.3.2 Noise impact assessments and monitoring

These will be carried out as per BS 5228-8 2209 + A1: 2014 and BS 5228-2: 2009 respectively
Please see attached separately

5.4 Dust

- All plant and equipment shall be maintained in accordance with manufacturer's recommendations to ensure emissions to atmosphere are minimised.
- Any equipment used to cut paving blocks, kerbs, flagstones etc shall be operated with a water suppression attachment or a dust filter.
- Engines of plant, machinery and lorries shall be turned off at all times when not in use.
- Delivery activities, plant, stockpiled materials and/or any other activities liable to significant dust generation shall be located as far away as possible from the development site boundaries and neighbouring properties.
- Stored materials liable to dust generation shall be dampened down, covered with tarpaulin, or otherwise contained as far as reasonably possible.
- Drop heights from conveyors, loading shovels, hoppers and other loading or handling equipment shall be minimised, and fine water sprays should be used on equipment where necessary.
- Skips, chutes and conveyors shall be covered and if necessary enclosed to ensure that dust does not escape.
- All vehicles carrying dusty materials shall be securely covered. Water suppression shall be used in dry conditions to reduce dust emissions (e.g mobile bowsers or fixed sprayers as appropriate). A water suppression contingency plan should be included detailing water supply to site and what equipment will be kept available (e.g number and size of bowsers, sprinklers, mist canons etc).

5.4.1 Dust Prevention and protection Measures risk assessment and method statement

5.5 Air Quality

- The CEMP must include an assessment of dust from demolition and construction in line with the Institute of Air Quality Management (IAQM) Guidance on the assessment of dust from demolition and construction or equipment industry standard document. Where a screening identifies possible receptors and a need for a detailed assessment the IAQM guidance shall be followed and the appropriate dust assessment report and accompanying tables shall be submitted to the LPA. The report shall include a mitigation strategy detailing
- All non-road Mobile Machinery used on site must be compliant with the Non-Road Mobile Machinery (Emission of Gaseous and Particulate Pollutants) Regulations 2018. Where requested a relevant officer, documentation shall be provided evidencing manufacturers emission limits or that equipment has been appropriately retrofitted in accordance with the regulations.

5.6 Mud

- The public highway must be kept in a condition whereby it is mud free. This is applicable to both roads and pavements.
- Wheel wash facilities will be provided on site in designated areas. There will also be hardstanding provided for delivery trucks, so mud is kept to a minimum being taken off site.

5.7 Artificial Lighting

- Food lighting, security lights and any other obtrusive external lighting shall be sensitively located so as to avoid nuisance to neighbouring properties and should only provide the necessary luminance for the relevant task(s).
- Lighting schemes shall be compliant with the Institution of Lighting Professionals Guidance Note 01/21 "The Reduction of Obtrusive Light".

6.0 WASTE MANAGEMENT

- There shall be no burning of waste at any time.
- The appointed contractor(s) shall have an appropriate means of waste disposal in place for the duration of the development works. Appropriate waste transfer and/or disposal documentation shall be made available for inspection by the LPA on request.
- The appointed contractor(s) shall ensure that any waste materials stored on site are adequately secured to prevent unnecessary and unsightly dispersal of the materials around the site and beyond its boundary.
- All associated site waste will be removed and disposed by a registered private waste contractor and all waste certificates logged in the site file

6.1 Waste management assessment and details

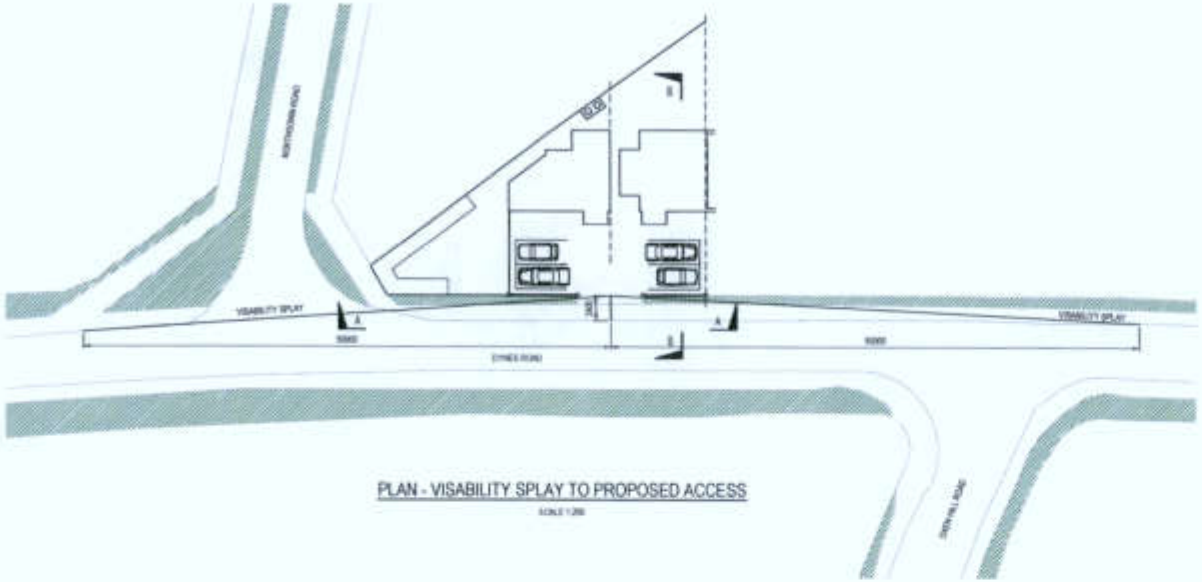
7.0 ENVIRONMENT

7.1 Soil and land management

- Materials will be stored in the area marked on the site plan.
- Demolition waste will be stored in the area marked on site plan.
- Topsoil will be stockpiled to be re-used at a later date.
- All materials, waste, spoil and soil and any other loose items will be covered when not in use.
- Materials will only be stored when ready to be used.
- There will be no long-term stock piling of materials, waste or spoil.
- There is no contaminated material thought to be on site.

8.0 SUPPORTING INFORMATION

- Drawings
- Dust risk assessments
- Health and safety-based risk assessments
- Heavy duty vehicle routing and/or traffic management plan
- loading and unloading

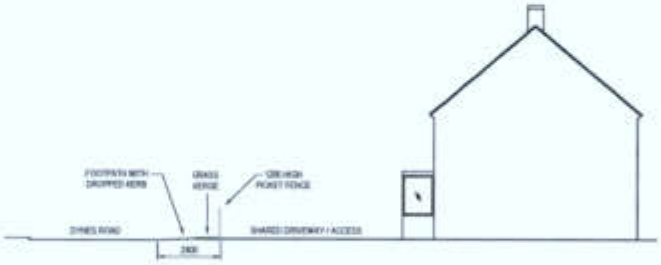


PLAN - VISABILITY SPLAY TO PROPOSED ACCESS

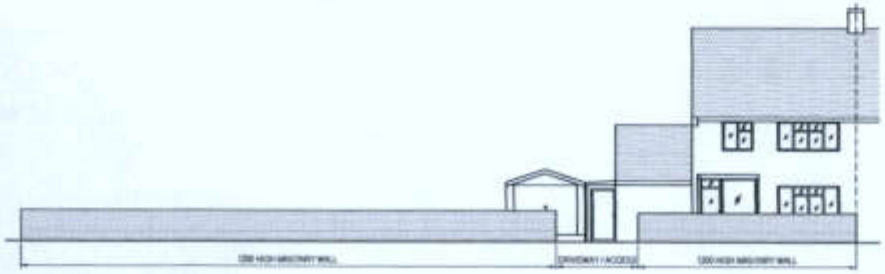
SCALE 1:200

PROPOSED FRONT ELEVATION A - A

SCALE 1:50



SECTION B - B



EXISTING FRONT ELEVATION A - A

SCALE 1:50

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Scale 1:100

5m 0 5 10 15m

Scale 1:250

GENERAL NOTES

NOTES

Rev	Date	Revisions	Dr	Ch
A	07.11.23	ISSUED FOR PLANNING	AP	NP

PLANNING

Client
MR NICK PATTENDEN

Project
NEW DWELLING 67 DYNES ROAD
KEMSING SEVENOAKS TN15 6RB

Drawing Title
EXISTING AND PROPOSED
VEHICULAR ACCESS
AND VISABILITY SPLAY

Drawn by	Checked by	Issue date & size
RF	NP	A3 SHEMN

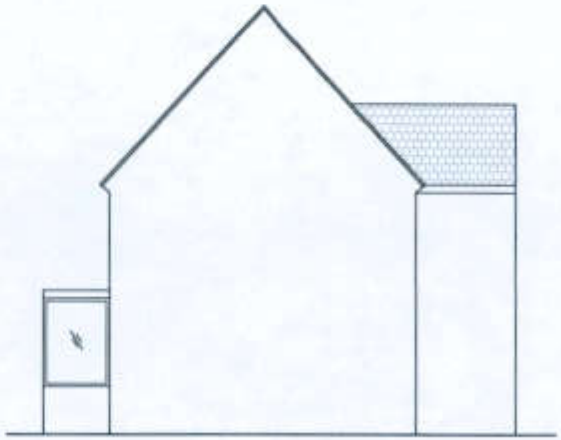
Drawing No. 230604/005

Revision A

PROPOSED FRONT ELEVATION

PROPOSED SIDE ELEVATION - NEW DWELLING

PROPOSED REAR ELEVATION



PROPOSED SIDE ELEVATION - NEW DWELLING

Scale 1:100

Scale 1:50

PLANNING

MR RICK PATTENDEN

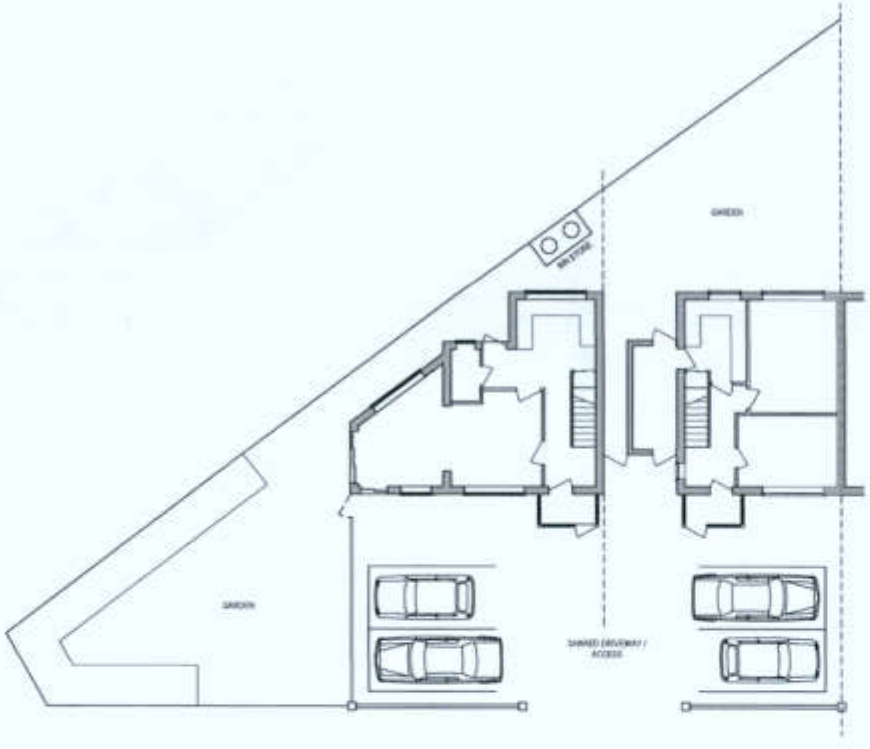
NEW DWELLING 67 DYKES ROAD
KEMSING SEVENOAKS TN15 6RR

PROPOSED
GENERAL ARRANGEMENT
SHEET 2

AS SHOWN

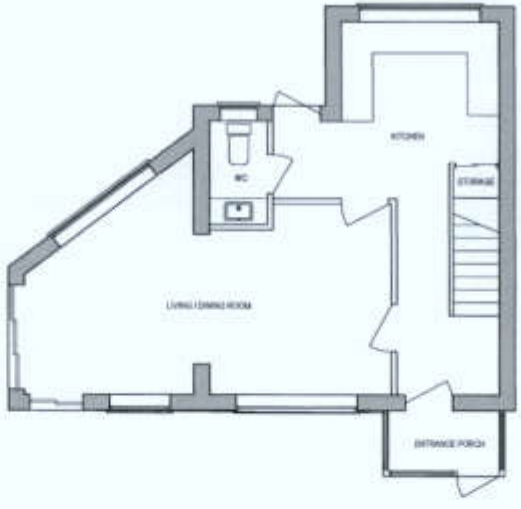
230604/004

A



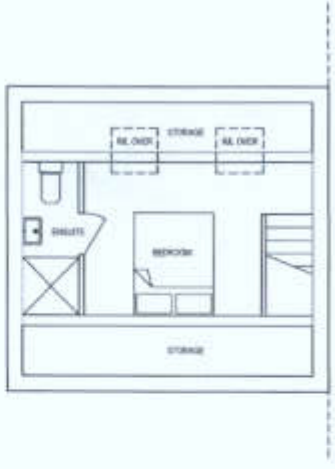
PROPOSED BOUNDARY PLAN

SCALE 1:100



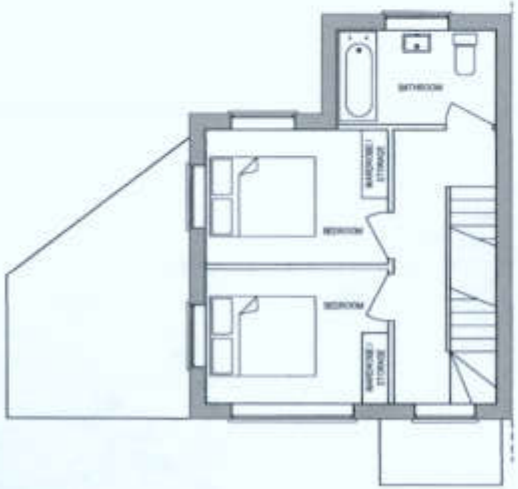
PROPOSED GROUND FLOOR PLAN

SCALE 1:50



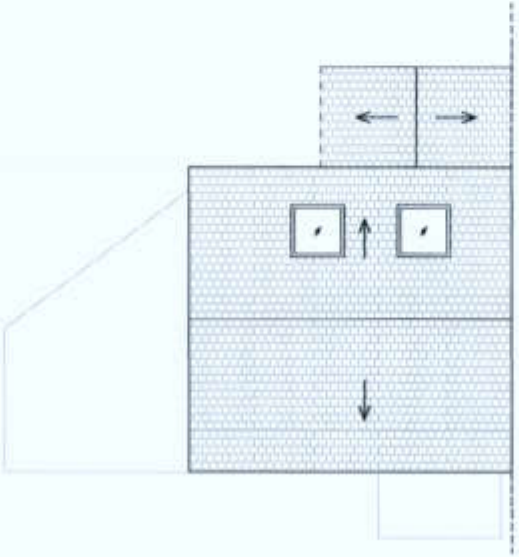
PROPOSED SECOND FLOOR PLAN

SCALE 1:50



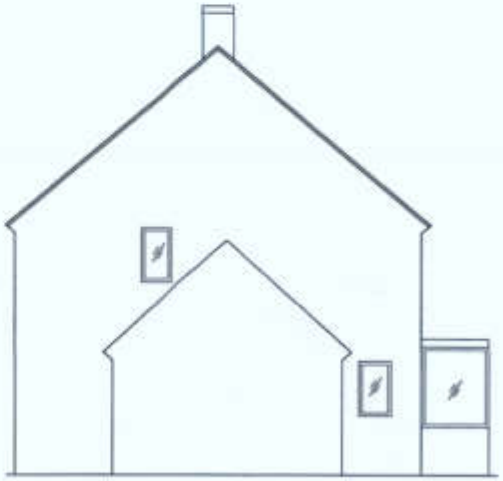
PROPOSED FIRST FLOOR PLAN

SCALE 1:50



PROPOSED ROOF PLAN

SCALE 1:50



PROPOSED SIDE ELEVATION - EXISTING HOUSE NO 67

SCALE 1:50

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Scale 1:100

500mm 0 500 1000 1500 2000 2500mm

Scale 1:50

GENERAL NOTES

1. DO NOT SCALE THIS DRAWING. IF IN DOUBT ASK. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS NOTED OTHERWISE. ALL DIMENSIONS TO EXISTING ELEMENTS ARE TO BE CHECKED AND CONFIRMED ON SITE BY CONTRACTOR.

NOTES

A	30.01.24	ISSUED FOR PLANNING	KP	NP
Rev	Date	Revision	By	Chk

PLANNING

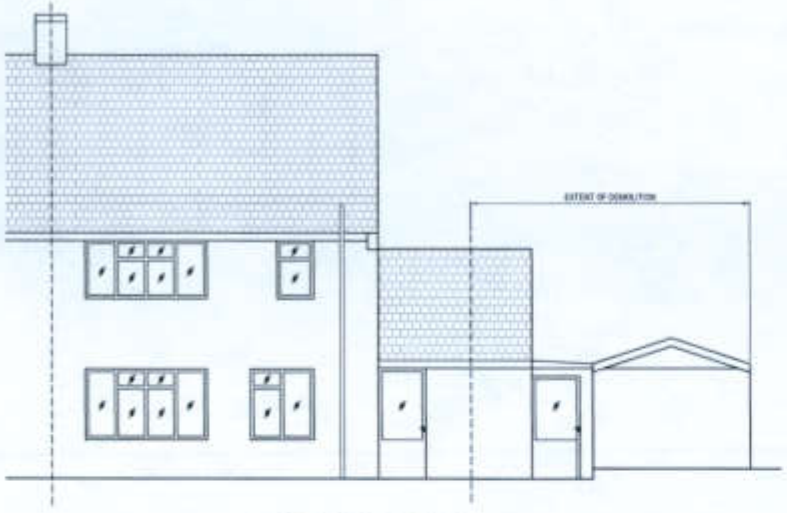
Client
MR NICK PATTENDEN

Project
NEW DWELLING 67 DYNES ROAD
KEMSING SEVENOAKS TN15 6RB

Drawing Title
PROPOSED
GENERAL ARRANGEMENT
SHEET 1

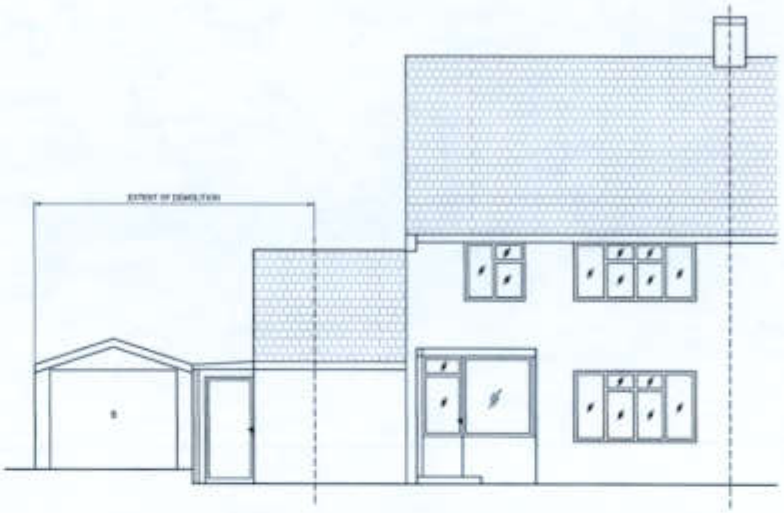
Drawn by	Checked by	Scale @ A1
KP	NP	AS SHOWN

Drawing No. 230604/003 — Revision A



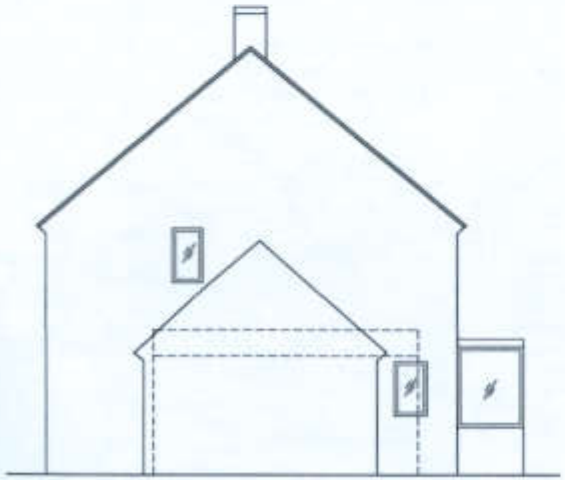
EXISTING REAR ELEVATION

SCALE 1:50



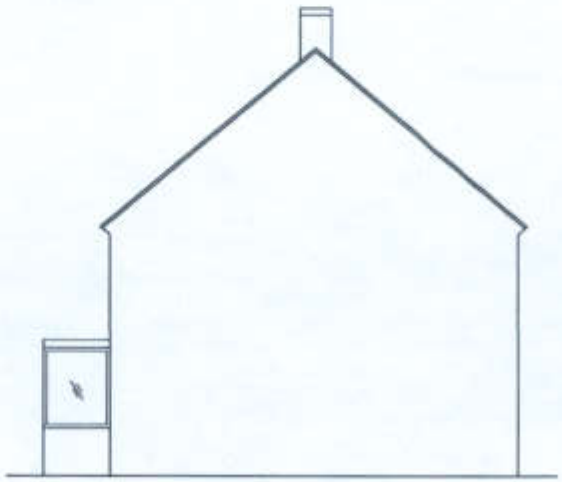
EXISTING FRONT ELEVATION

SCALE 1:50



EXISTING SIDE ELEVATION

SCALE 1:50



EXISTING SECTIONAL ELEVATION A - A

SCALE 1:50

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Scale 1:100

500mm 0 500 1000 1500 2000 2500mm

Scale 1:50

GENERAL NOTES

1. DO NOT SCALE THIS DRAWING. IF IN DOUBT ASK. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS NOTED. CONFIRM ALL DIMENSIONS ON SITE BEFORE ANY WORK IS PUT IN HAND OR ANY MATERIALS ARE ORDERED. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER CONSULTANTS DRAWINGS AND SPECIFICATIONS. ANY DISCREPANCIES ARE TO BE CHECKED AND CONFIRMED ON SITE BY CONTRACTOR.

NOTES

Rev	Date	Revision	By	Chk
A	07.07.23	ISSUED FOR PLANNING	RP	NP

PLANNING

Client
MR NICK PATTENDEN

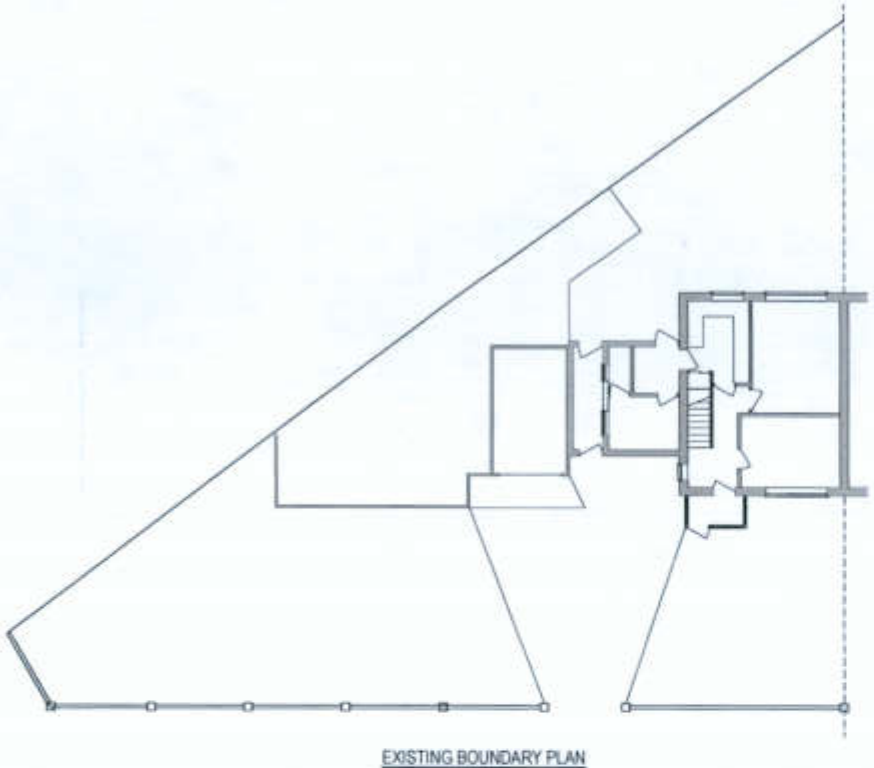
Project
NEW DWELLING AT DYNES ROAD
KEMSING SEVENOAKS TN15 6RB

Drawing Title
EXISTING
GENERAL ARRANGEMENT
SHEET 2

Drawn by	Checked by	Scale @ A1
RF	NP	AS SHOWN

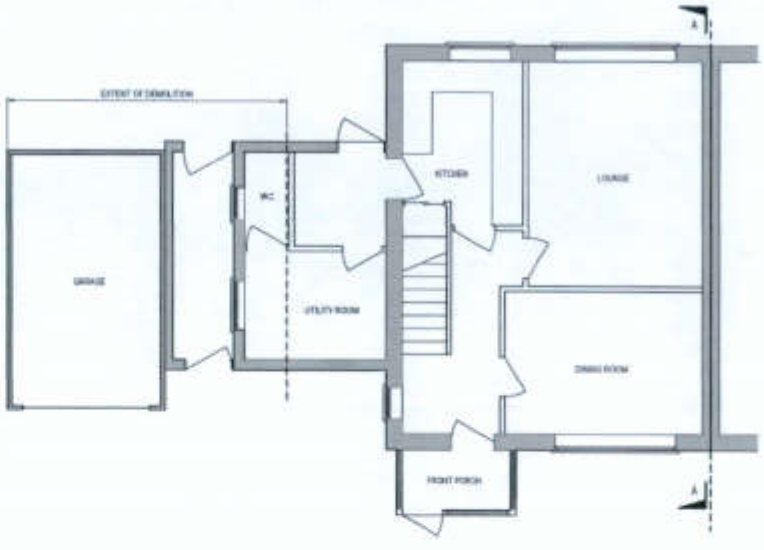
Drawing No. 230604/002

Revision A



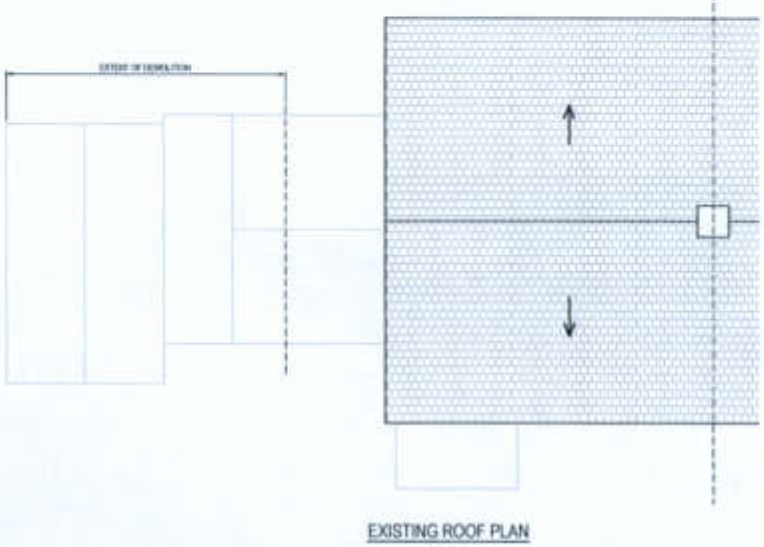
EXISTING BOUNDARY PLAN

SCALE 1:500



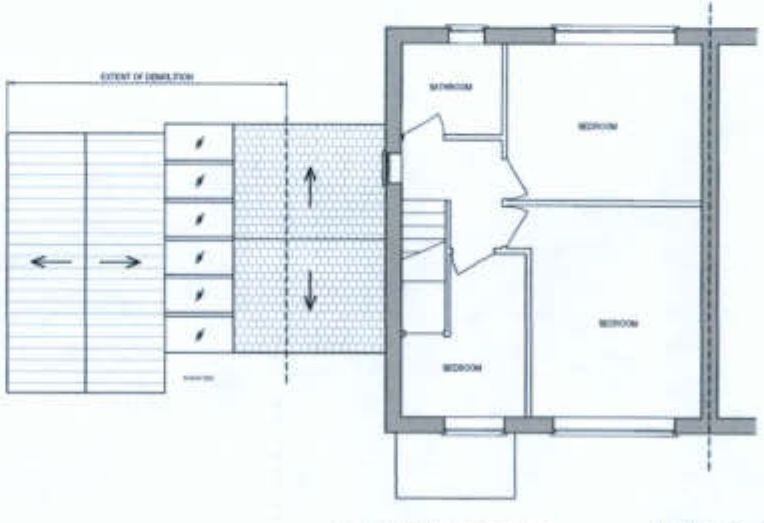
EXISTING GROUND FLOOR PLAN

SCALE 1:50



EXISTING ROOF PLAN

SCALE 1:50



EXISTING FIRST FLOOR PLAN

SCALE 1:50

1m 0 1 2 3 4 5m

Scale 1:100

500mm 0 500 1000 1500 2000 2500mm

Scale 1:50

GENERAL NOTES

1. DO NOT SCALE THIS DRAWING. IF IN DOUBT ASK. ALL DIMENSIONS ARE TO BE AS LAID TO GIVEN NOTES UNLESS NOTED. ALL DIMENSIONS TO EXISTING ELEMENTS ARE TO BE CHECKED AND CONFIRMED ON SITE BY CONTRACTOR.

NOTES

Rev	Date	Revision	By	Chk
A		AMENDED TO PLANNING	NP	NP

PLANNING

Client
MR NICK PATTENDEN

Project
NEW DWELLING-57 DYNES ROAD
KEMSING SEVENOAKS TN15 6RB

Drawing Title
EXISTING
GENERAL ARRANGEMENT
SHEET 1

Drawn by	Checked by	Scale @ A1
RF	NP	AS SHOWN

Drawing No. 230604/001

Revision A

Buy A Plan®

Ordnance Survey Licensed Data

67, Dynes Road, Kemsing, Kent, TN15 6RB

Site Plan (also called a Block Plan) shows area bounded by: 554224.92, 158790.06 554314.92, 158880.06 (at a scale of 1:500), OSGridRef: TQ54265883. The representation of a road, track or path is no evidence of a right of way. The representation of features as lines is no evidence of a property boundary.

5.1.3

Method Statement

Project	New 3 bed detached residential development		
Activity	Loading and Unloading		
Description	Arrangements for the loading and unloading of materials from delivery vehicles.		
Start Date	n/a	**Duration**	6 months
Assessor	N pattenden	**Hours of Work**	8am - 4 pm

Responsibilities

Project Manager	N Pattenden
Supervisor	D Pattenden
Team Size	6

Hazards

Hazards Associated With Activity	• Site Traffic and Vehicles • Manual Handling • Falls from Height • Site Plant and Equipment • Pedestrians • Excavations • Waste Management
Site Specific Hazards	• Working with other trades on site • External works • Nearby Structures

Risk assessments will be carried out for the activity and attached to this method statement, will form part of the induction and must be followed on site.

Work Procedure & Control Measures

All work is to be carried out following the risk assessments and other H&S management documents in place.
Conflicts with other working groups or work activities operating within the same area are identified, and communication and liaison arrangements to control additional risks are put in place.
Work area to be securely cordoned off to prevent unauthorised access.
Appropriate signage will be displayed around the work area.
PPE to be worn at all times on site.

Training

Only qualified, certified or otherwise competent personnel will be permitted to undertake the work.
For the use of truck mounted cranes the driver must show evidence of competency and proof of training prior to use.
All operatives are to receive training on manual handling techniques and work at height.
All workers to undertake site induction prior to commencing work.
Toolbox talks will be carried out at weekly intervals during the works to raise awareness of relevant H&S issues.

Entrance

Clear instructions to be given for delivery drivers when placing orders/arranging deliveries.
Deliveries will be timed to avoid the busiest rush hour periods whenever practicable.
Consideration will be given to adjacent land uses and any shared access requirements and planned deliveries communicated and coordinated with any persons directly affected.
Instructions for deliveries will be provided on order and information for drivers displayed at the site entrance.
Contact details for point of contact (e.g. site manager) to be displayed at main site entrance for contact on arrival.
Where vehicles need to cross public footpaths or enter public highways, a banksman will assist when manoeuvring onto the site.
The site entrance will be clearly visible with warning signs for construction traffic.
All delivery drivers must report to the site office/manager on arrival at the site.
All delivery drivers must adhere to the traffic management plan and routes for the site.
All reversing and/or turning vehicles (delivery vehicles and construction plant) to be accompanied by a banksman.
Delivery drivers will be assisted, as applicable, to the identified area for loading/unloading.
Where is it necessary for the delivery driver to exit the cab, appropriate PPE must be worn and supervision is provided.
If the driver is not involved in the loading or unloading procedure, a safe place will be made available away from the loading area.
During the loading or unloading operation, the keys will be handed over to the person in charge to prevent driving away too early.

Loading and Unloading

A designated and competent person on the site will be assigned to each loading operation. They are responsible for communicating with the driver, managing the loading or unloading sequence, and handover on completion of the task.

All deliveries are to be loaded and unloaded within the designated area that has been assigned. Under no circumstances are materials or plant to be loaded or unloaded outside of the area without express permission from the site manager.

Loading areas are defined within the traffic management plan and will be clear of other traffic and pedestrians.

Before using the loading area, it will be checked and cleared of any obstacles or debris.

During loading and unloading operations, people not involved in the loading will be excluded.

Delivery vehicles will park on stable firm and level ground.

Brakes will be applied and all stabilisers deployed before loading or unloading commences.

Delivery drivers must check the security and stability of all loads before any securing devices, chains or straps are released.

Checks will be carried out before unloading to ensure that loads have not shifted and that they are not likely to move or fall when restraints are removed.

Where loading or unloading requires stabilisers, outriggers or other high impact ground bearing pressure devices, then measures will be taken to protect any finished surfaces.

During loading or unloading, the delivery vehicle must never be overloaded.

The driver must ensure that the loads are loaded or unloaded in the appropriate order.

During loading and unloading, loads will be spread as evenly as possible.

Loads will be secured during loading and unloading.

All plant being loaded or unloaded must be isolated/have keys removed.

All materials are loaded or unloaded using mechanical aids with sufficient safe working loads.

When loading, always consider safe unloading.

Storage

All equipment and materials delivered to the site will be labelled and stored at a designated location following the manufacturer's instructions and any applicable COSHH assessments.

Dry storage area to be used for bagged cement materials.

Materials will be stored safely away from access routes.

Materials stacked no higher than 2 pallets in a safe manner on level ground within the site boundary.

Materials to be stored within storage units or otherwise protected from weather conditions and kept dry.

Traffic Management

Traffic management plan to be established to segregate pedestrian and vehicle traffic on site where possible.

One way system to be implemented where possible to reduce reversing and turning on site.

Any turning or reversing must be carried out with the aid of a banksman. Banksman to wear

a high visibility vest/jacket.
Manoeuvring of any large loads or vehicles to be carried out with banksman in attendance, to ensure that third parties are kept clear of site operations.
All site plant and vehicles to access the allocated compound area for deliveries and collections.
Parking is only allowed in recognised allocated vehicle parking areas.
Each contractor to ensure unnecessary delays do not occur that could obstruct vehicle/ pedestrian movements.
Drivers must take care when other vehicles and pedestrians are in any area through which they are moving. Where possible audible and visual signals should be used for reversing.

Exit

The vehicle will remain parked and immobilised until loading or unloading operations are complete.
The designated person assigned to the loading or unloading operation will sign off as complete and hand back the keys.
All delivery vehicles will be assisted, as applicable, back to the site exit.
Where vehicles need to cross public footpaths or enter public highways, a banksman will assist when manoeuvring off the site.
Traffic routes are planned to avoid the need to reverse on or off the site, or across public areas.
Wheel washes are to be used where appropriate to prevent mud from being deposited on carriageways.

Workspace

All good practice guidelines regarding the provision of sufficient clear working space will be observed.
Before the commencement of any works, sufficient clear working space (taking into account the nature of the work, the location in which the work is to be undertaken and the needs of any other building/site occupants) will be made available, so far as is reasonably practicable.
Suitable warning signage and barriers (as appropriate) shall be positioned around the work area, to restrict other persons from entering the area.
During the works, attention will be paid at all times to the maintenance of clear working space.
If during the works, the maintenance of clear working space is impracticable, the person undertaking the work will liaise with the site management / principal contractor to resolve the issue.

Lifting Operations

A lifting plan will be completed for all lifting operations involved with the task.
Lifting equipment will be of sufficient capacity, will have a current test and thorough examination certificates, and will be inspected weekly.
All lifting gear to be clearly identifiable and colour coded for the currency of examinations.
All lifting gear is subject to thorough examinations which are to be carried out by a competent person and recorded at least at six-monthly intervals.

Damaged equipment is to be taken out of use immediately.

Equipment is to be of the correct length(s) and have sufficient safe working load capacity for the task.

All persons involved in any lifting operations are to be competent for the task they are to carry out.

Communication between the crane operative and banksman is to be by two-way radios or hand signals if there is a good line of vision.

Access to the area below lifting operations is prohibited and to be prevented at all times, with suitable barriers and signage.

Heavy loads are to be lifted into position by mechanical aids to minimise manual handling.

Where manual handling is required this will be supported by lifting gear and sufficient personnel must be allocated to the work, from a safe working platform.

Manual Handling

All manual handling will be minimised through the provision of mechanical aids where practicable.

Where possible materials will be supplied in loads under 25kg. Operatives are not expected to handle loads or items weighing more than 25kg on the site without assistance.

If items above 25kg are to be lifted, or unusual, unstable or hazardous items, the supervisor/ site manager will determine a safe method of handling through completing a risk assessment and by specifically instructing nominated individuals.

Any items or loads above 25kg are to be handled through mechanical aids or team lifting.

The following manual handling general precautions will be taken:

Deliveries and materials handling will be planned to minimise the extent of manual handling of materials.

Routes by which materials have to be carried by hand will be checked for and kept free of obstructions.

Appropriate PPE will be worn to make sure that materials can be handled safely, e.g. gloves and safety footwear.

Two or more operatives will carry larger or heavier items.

Work at Height

All current legislation and codes of practice regarding working at height will be complied with.

Suitable access equipment will be selected to provide a safe working platform (taking into account the task, the duration of the platform use and the location in which the platform is to be used) shall be employed whilst undertaking any work at height and will be subject to inspection before and during its use.

Any fragile materials, structures or areas to be protected and covered to prevent falls through materials, with barriers and safety netting to be fitted as required.

Suitable access shall be provided to the working platform and will be subject to inspection before and during its use.

Suitable barrier edge protection shall be employed where necessary.

Suitable warning signage and barriers (as appropriate) shall be positioned around the work platform base or danger area, to prevent unauthorised access.

Only those persons who have received suitable instruction shall be permitted to undertake work at height.

Housekeeping

All good practice guidelines regarding housekeeping in the workplace will be observed.
All spillages will be immediately cleaned up to prevent any slip hazards.
All work equipment, chemicals and substances will be properly secured when they are not in use, to prevent any unauthorised usage or accidental contact.
During the works, the area will, so far as is reasonably practicable, be kept clean and tidy with clear walkways as appropriate.

External Work

External work is prohibited during extreme weather such as rain, strong winds or snow.
External work at height is also prohibited in icy conditions.
Operatives are to be warned of the dangers of skin damage before external work. Operatives must wear appropriate clothing to protect skin and must apply sufficient sun protection when exposed to UV rays.
Work area to be segregated from any pedestrians or traffic and signs erected to prevent members of the public or vehicles from coming into contact with operatives or access equipment.

Harmful Substances

All current legislation and codes of practice regarding chemical/substance usage will be complied with.
Where possible, any hazardous substances are substituted for alternative non-hazardous substances.
COSHH assessments are completed before the use of hazardous substances.
Only those persons who are fully conversant with a chemical/substance will be permitted to use the chemical/substance.
Adequate ventilation will be maintained at all times where hazardous chemicals/substances are used.
When not required for immediate use, chemicals/substances will be kept in suitable closed containers in a secure location, to prevent their unauthorised use.
If during the works, the provision/maintenance of a well-vented workplace is impracticable, the person undertaking the work will liaise with the site management to resolve the issue.

Waste Disposal

All current legislation regarding the prevention of environmental contamination (including waste disposal) will be complied with.
Any contaminated or hazardous waste created by the works carried out will be safely contained and disposed of through a specialist company.
Waste must get transferred using a waste transfer note.

PPE Requirements

☑ Safety Boots

☑ Hard Hat

☑ Hi-Viz Clothing

☑ Gloves

☐ Ear Defenders

☐ Dust Mask

☐ Eye Protection

☐ Harness

☐ Full Face Shield

☐ Overalls

☐ RPE

☐ Other

Other PPE
Additional PPE is required for certain activities as indicated by specific risk assessments.

Management Arrangements

Monitoring Arrangements
Monitoring of this activity will be carried out using a variety of different means such as: inspections, checklists, meetings, audits, reviews, and employee consultation. The supervisor will carry out regular inspections of the works and highlight any concerns.

First Aid Provision
• Nominated First Aider(s) • First Aid Kit • Accident Book

Welfare Provision
Welfare facilities will be provided within close proximity to the work area. Personnel must not eat, drink or smoke in the work area. Welfare facilities, including rest areas and toilet facilities, will be left as they were found in a clean and tidy manner, and operatives are to ensure that they are reasonably clean and tidy before entering premises.

Emergency Procedures
In the event of an accident notify the first aider immediately, for a major injury call 999 or if in doubt call 111. In the event of a fire sound the alarm and exit the site by the nearest exit, to not attempt to tackle the fire unless you have been trained to do so and it is safe to do so. In the event of discovering a material that you suspect could be asbestos containing, stop work immediately and notify the site manager/supervisor for further instructions.

Completed By

Name	N Pattenden
Signature	N Pattenden
Date	7/11/24

Acknowledgement

Name	Signature	Date