

# Construction (Design & Management) Regulations 2015

B J Plant Hire Ltd  
(Formerly Towlers Coaches Ltd)  
Church Road  
Emneth  
Wisbech  
Cams  
PE14 8AA

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Demolition of old garage building  
and construction of 3 single storey  
dwellings

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## Construction Phase Plan

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Photo of Site



Document Reference  
CES/2023/3

**CONSTRUCTION PHASE PLAN**  
Construction (Design and Management) Regulations 2015

<b>1.0 Project Contacts &amp; Details</b>		
1.1	Client	<i>B J Plant Hire Ltd Gypsy Lane Rands Drove Marshland St James Wisbech Cams PE14 8HA</i>
		Contact: <i>Ben Button</i>
		Mobile:
		Office:
		Email:
1.2	Principal Designer	<i>CES Ltd Enterprise Works Bergen Way North Lynn Ind Est King's Lynn Norfolk PE30 2JG</i>
		Contact: <i>Ian Mason</i>
		Mobile:
		Office:
		Email:
1.3	Architectural Designer	<i>TBC</i>
		Contact:
		Mobile:
		Office:
		Email:
1.4	Principal Contractor	<i>B J Plant Hire Ltd Gypsy Lane Rands Drove Marshland St James Wisbech Cams PE14 8HA</i>
		Contact: <i>Ben Button</i>
		Mobile:
		Office:
		Email:
	Timescales	Anticipated Start Date: <i>Early 2024</i>  Scheduled Completion: <i>2025</i>
	Length of Contract	<i>78 weeks</i>

**This project will require notification to the HSE**

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<b>2.0 Contractors Contacts &amp; Details</b>			
2.1	Scaffolding Contractor	<i>TBC</i>	
		Contact:	
		Mobile:	
		Office:	
		Email:	
2.2	Electrical Contractor	<i>TBC</i>	
		Contact:	
		Mobile:	
		Office:	
		Email:	
2.3	Plumbing and Heating Contractors	<i>TBC</i>	
		Contact:	
		Mobile:	
		Office:	
		Email:	
2.4	Contractor		
		Contact:	
		Mobile:	
		Office:	
		Email:	
2.5	Contractor		
		Contact:	
		Mobile:	
		Office:	
		Email:	

### 3.0 Roles and Responsibilities

#### Clients: Summary of Duties under the Regulations

**Clients** are organisations or individuals for whom a construction project is carried out.

Make suitable arrangements for managing a project.

This includes making sure:

- other dutyholders are appointed;
- sufficient time and resources are allocated.

Make sure:

- relevant information is prepared and provided to other dutyholders;
- the principal designer and principal contractor carry out their duties;
- welfare facilities are provided.

#### Designers: Summary of Duties under the Regulations

**Designers** are those, who as part of a business, prepare or modify designs for a building, product or system relating to construction work.

When Preparing or modifying designs, to eliminate, reduce or control foreseeable risks that may arise during:

- Construction, and
- The maintenance and use of a building, structure or utility equipment once it is built
- Provide information to other members of the project team to help them fulfil their duties.

#### Principal Designers: Summary of Duties under the Regulations

**Principal Designers** are designers appointed by the client in projects involving more than one contractor. They can be an organisation or an individual with sufficient knowledge, experience and ability to carry out the role.

Plan, manage, monitor and coordinate health and safety in the pre-construction phase of a project.

This includes:

- identifying, eliminating or controlling foreseeable risks;
- ensuring designers carry out their duties.
- Prepare and provide relevant information to other dutyholders
- Provide relevant information to the principal contractor to help them plan, manage, monitor and coordinate health and safety in the construction phase.

**Principal Contractors: Summary of Duties under the Regulations**

**Principal Contractors** are contractors appointed by the client to coordinate the construction phase of a project where it involves more than one contractor.

Plan, manage, monitor and coordinate health and safety in the construction phase of a project. This includes:

- liaising with the client and principal designer;
- preparing the construction phase plan;
- organising cooperation between contractors

Ensure:

- suitable site inductions are provided;
- reasonable steps are taken to prevent unauthorised access;
- workers are consulted and engaged in securing their health and safety; and
- welfare facilities are provided.
- systems are put into place to manage the spread of COVID-19 Coronavirus.

**Contractors: Summary of Duties under the Regulations**

**Contractors** are those who do the actual construction work and can be either an individual or company.

- Plan, manage and monitor construction work under their control so that it is carried out without risks to health and safety.
- For projects involving more than one contractor, coordinate their activities with others in the project team – in particular, comply with directions given to them by the principal designer or principal contractor.
- For single-contractor projects, prepare a construction phase plan.

**Workers: Summary of Duties under the Regulations**

**Workers** are the people who work for or under the control of contractors on a construction site.

They must:

- be consulted about matters which affect their health, safety and welfare;
- take care of their own health and safety and others who may be affected by their actions;
- report anything, they see which is likely to endanger either their own or others' health and safety;
- cooperate with their employer, fellow workers, contractors and other dutyholders.
- comply with COVID-19 Coronavirus procedures

<b>4.0</b>	<b>Introduction</b>	
Under the Construction (Design and Management) Regulations 2015 (CDM 2015) a <b>Construction Phase Plan</b> is required for every construction project.		
If you are working for a domestic client, you will be in control of the project if you are the only contractor or the principal contractor.		
You will be responsible for: <ul style="list-style-type: none"> <li>• preparing a plan;</li> <li>• organising the work; and</li> <li>• working together with others to ensure health and safety.</li> </ul>	You could be a builder, plumber or other tradesman, doing small-scale routine work such as: <ul style="list-style-type: none"> <li>• installing a kitchen or bathroom;</li> <li>• structural alterations, e.g. chimney breast removal;</li> <li>• roofing work, including dormer windows;</li> <li>• extension or loft conversion.</li> </ul>	
<p><i>If the job will last longer than 500 person days or 30 working days (with more than 20 people working at the same time) it will need to be notified to HSE and it is likely to be too complex for this simple plan format.</i></p> <p style="text-align: center;">This project will require notification to the HSE</p>		

<b>5.0</b>	<b>Plan</b>	
What is the job?	<i>Demolition of an old coachworks garage and construction of 3 new single storey dwellings and associated works including main services.</i>	
Is there anything the client has made you aware of?	<i>Access arrangements, position of buried and overhead services</i>	
Are there any existing hazards?	<i>Asbestos sheet roofing (Asbestos sheet cement) Overhead telecom lines</i>	
Toilet, washing and rest facilities?	<i>Welfare and toilet will be placed on the site. Contractors vans will also be used for rest breaks.</i>	
Additional Information.  <i>The Principal Contractor will have a fenced off area for plant and materials etc.</i>		

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<b>6.0 Organisation</b>		
<p><b>Falls from height</b></p> <ul style="list-style-type: none"> <li>• Make sure ladders are in good condition, at the correct angle and secured</li> <li>• Prevent people and materials falling from roofs, gable ends, working platforms and other open edges using guardrails, midrails and Toeboards</li> </ul>	Hazard is Present	What controls do you have
	✓	See below
<p><i>Falls from plant and machinery etc</i> <i>Falls from scaffolding</i> <i>Scaffolding will be erected by a competent scaffolding company.</i> <i>Scaffolding will be inspected as required.</i> <i>Fall of materials from scaffolding – Scaffolding will have brickguards and Toeboards to prevent materials from falling.</i></p>		
<p><b>Collapse of excavations</b></p> <ul style="list-style-type: none"> <li>• Shore excavations; either cover or barrier excavations to stop people and plant falling in</li> </ul>	✓	See below
<p><i>Excavations will be supported when required. It is unlikely that any deep excavation work will be required.</i></p>		
<p><b>Collapse of structures</b></p>	✓	See below
<p><i>The existing building will be dismantled with a systematic approach.</i> <i>Limited people on site.</i> <i>Nobody will be inside the building during demolition.</i> <i>Systematic approach to the demolition work. Roof to be removed with scissor lifts and removed by licenced waste company. The building will be dismantled/demolished using a selector grab in a safe systematic manor.</i></p>		
<p><b>Exposure to building dusts</b></p> <ul style="list-style-type: none"> <li>• Prevent dust by using wet cutting and vacuum extraction on tools; use a vacuum cleaner rather than sweeping; use a suitable, well-fitting mask</li> </ul>	✓	See below
<p><i>Yes, Dust to be suppressed with water where practical.</i> <i>Dust masks to be worn</i> <i>Water will be used as dust suppression during removal of roof and walls etc.</i></p>		
<p><b>Exposure to asbestos</b></p> <ul style="list-style-type: none"> <li>• If you suspect that asbestos might be present, don't start work until a demolition/refurbishment survey has been carried out</li> <li>• Make sure everyone on the site is aware of the results</li> </ul>	✓	New Build
<p><i>Only trained and competent employees will remove asbestos containing roof sheets.</i></p>		
<p><b>Activities or workers requiring supervision</b></p> <ul style="list-style-type: none"> <li>• Who will be supervising? Has the Supervisor any Qualifications?</li> </ul>	✓	
<p><i>The Contractors will be programmed such that they will only be few contractors on site at a time.</i> <i>Principal Contractor to provide site supervision.</i></p> <p><i>SSSTS Trained</i></p>		
<p><b>Electricity</b></p> <ul style="list-style-type: none"> <li>• Turn electricity supply and other services off before drilling into walls</li> <li>• Do not use excavators or power tools near suspected buried services</li> </ul>	✓	See below
<p><i>The electricity supply has been removed from the building and a Temporary Builders Supply has been installed in separate kios k.</i> <i>Underground services have already been located and identified.</i></p>		

<b>Risks to members of the public, the client and others</b>		
<ul style="list-style-type: none"> <li>Keep the site secure to prevent unauthorised access; net scaffolds, use rubbish chutes</li> </ul>	✓	
<i>Erect construction signage. Erect fencing to fully enclose the construction working area. No Parking on Church Road.</i>		
<b>Other dangers on site</b>		
	✓	See below
<i>Plant Movements Deliveries/collections All vehicles will be parked on site. No Parking on Church Road.</i>		

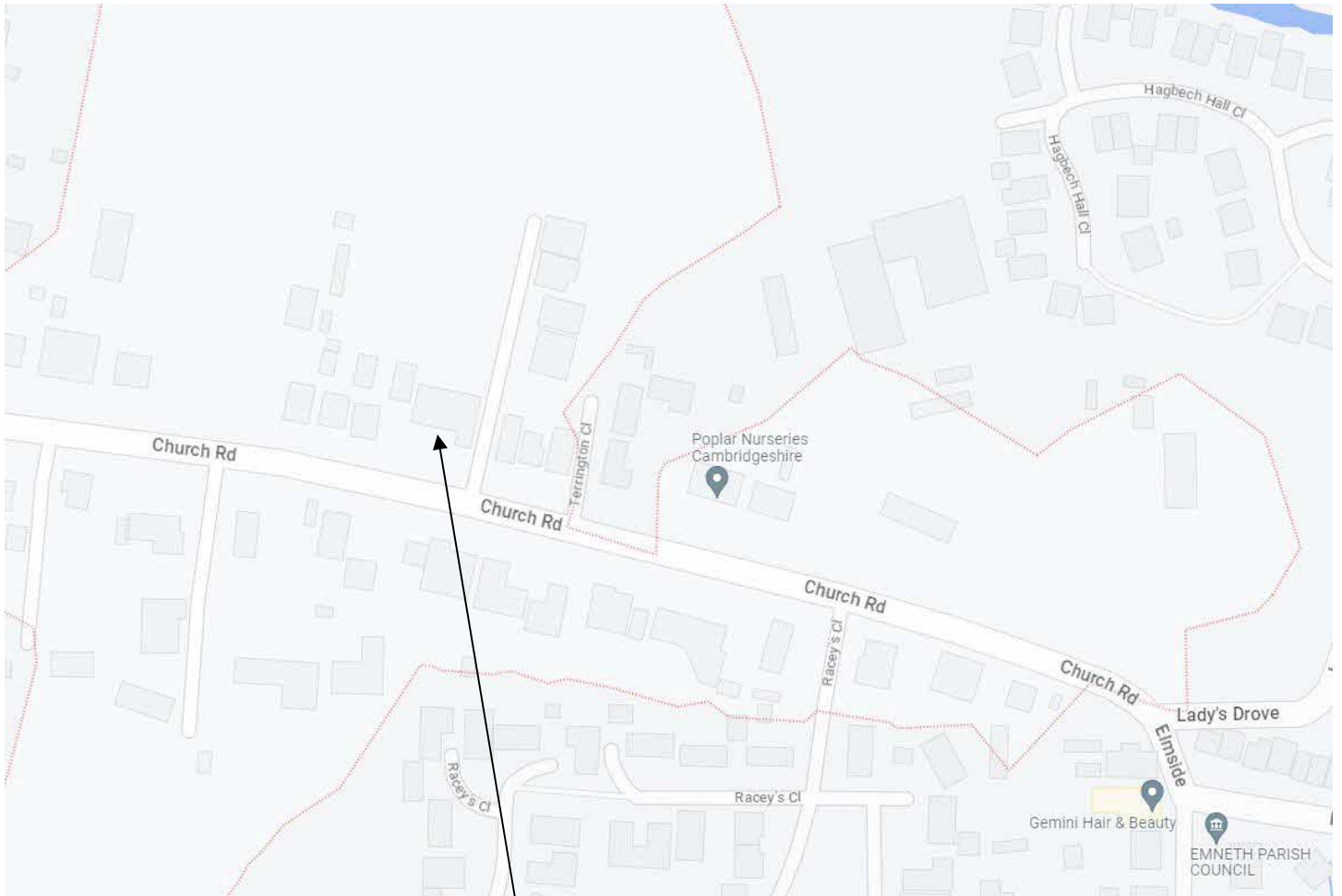
<b>7.0</b>	<b>Emergency Arrangements</b>
<b>The nearest hospital with an Accident and Emergency facility is located at:</b>	
<b>A &amp; E Emergencies</b>	<b>Minor Injuries Only</b>
<p><b>Queen Elizabeth Hospital</b> Gayton Road Kings Lynn Norfolk PE30 4ET</p> <p><b>Tel: 01553 613613</b></p>	
There will be a trained First Aider on Site at All times	

<b>8.0</b>	<b>Site Induction/Site Rules</b>
<ol style="list-style-type: none"> <li>All operatives will attend a site induction.</li> <li>ALL Contractors are to be briefed the contents of this document.</li> <li>Each operative will provide the relevant "Proof of Competence and Training" certificates before work commences.</li> <li>Contractors bringing any plant, machinery, lifting equipment or electrical tools to site will provide relevant testing certificates for each item of equipment.</li> <li>The site is designated a "Hard Hat, Hi Vis clothing and Safety Footwear Site" and therefore all operatives will wear hard hats, Hi Vis Jackets and safety boots/footwear at all times.</li> <li>All operatives will wear/use any other items of P.P.E. required by the site rules and as indicated as a result of a risk assessment.</li> <li>All operatives will observe the site signage.</li> <li>Under no circumstance will lone working be allowed.</li> </ol>	



- 9. No Smoking on Site.
- 10. No Music Headphones.
- 11. No Unnecessary Shouting.
- 12. Working times: - Monday – Friday: 07.30 – 17.00 hours (times may vary during winter period)
- 13. See site plan.

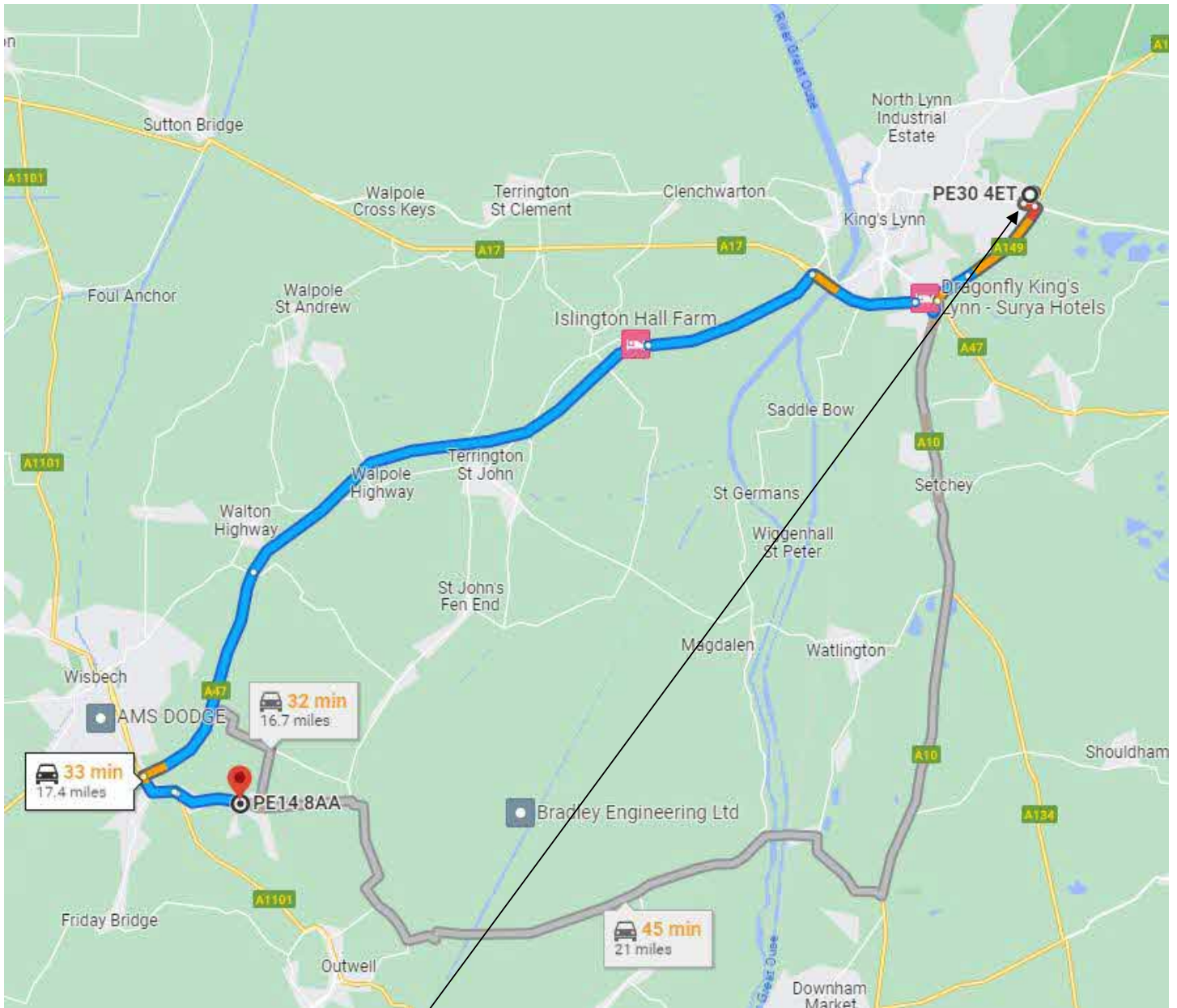
9.0 Site Map



Site Address

*(Formerly Towlers Coaches Ltd)*  
Church Road  
Emneth  
Wisbech  
Cambs  
PE14 8AA

### A & E Hospital Map



A & E Hospital  
*Queen Elizabeth Hospital*  
*Gayton Road*  
*Kings Lynn*  
*Norfolk*  
*PE30 4ET*  
**Tel: 01553 613613**

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**10.0 General Site Precautions**

1	How is the fire alarm raised?			<i>By Air Horn and Shouting</i>
2	Is a site signing in book in place?	Yes ✓	No	<i>Located with the Site Office</i>
3	Where is the nominated assembly point?			<i>Near the site entrance</i>
4	Are fire plans displayed?	Yes ✓	No	<i>As per Site Induction by PC</i>
5	How will these be issued to site staff?	Yes ✓	No	<i>Via Induction</i>
6	Arrangements in place for weekly check for firefighting equipment and escape route?	Yes ✓	No	<i>Site Managers Responsibility</i>
7	Are key persons trained in fire safety? If <b>No</b> what arrangements:	Yes ✓	No	<i>Site Manager</i>
8	System in place to record fire drills? At what intervals?	Yes ✓	No	<i>As per PC's arrangements/ instructions</i>
9	Who will liaise with Local Fire Service?	<i>Site Manager</i>		
10	How will the Fire Service access routes be kept clear?			<i>Main entrance and main access route will be kept clear at all times.</i>
11	Details of hot work permit system.	Yes	No ✓	<i>N/A</i>
12	How will site be kept secure?	<i>Heras Fencing</i>		
13	Is there any overlap with existing systems?	Yes	No ✓	<i>N/A</i>
14	What are arrangements for storage of L.P.G's and flammable liquids?	Yes	No ✓	<i>N/A</i>
15	How/Where will other materials be stored?	Yes ✓	No	<i>On Site and in secure container in fenced area supplied by the Principal Contractor within the site boundaries.</i>
16	How/Where will waste materials be stored?	Yes ✓	No	<i>Material will be placed in waste skips</i>
17	Requirements for plant and extinguishers?	Yes ✓	No	<i>There will be fire extinguishers available on Site in the work area.</i>

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18	"NO SMOKING" policy to be followed. Is this applicable everywhere?	Yes	No ✓	<i>Smoking only permitted within the designated area near site entrance.</i>
19	Date at which plan to be reviewed?			<i>As required by site conditions</i>
20	Are key personnel aware of their responsibilities?	Yes ✓	No	<i>Yes, via induction</i>

**11.0 Fire Safety Plan Information**

<b>Key Personnel</b>	
Nominated Fire Marshal	<i>Lee Button</i>
First Aider	<i>Lee Button</i>
Contacts Manager	<i>Ben Button</i>
Site Manager	<i>Lee Button</i>