



Boxmoor
Construction

Construction Phase Plan

Residential New Builds, Barrington & Lambie Infill Sites, London NW5



Health and Safety Plan

The works comprise of the development of 5 new residential properties on 3 sites in Gospel Oak, NW5.

CONTENTS

1.0 INTRODUCTION

- 1.1 Project description and key dates
- 1.2 Key contact details (Client, Principal Designer, Principal Contractor and other Consultants)
- 1.3 Extent and location of records and plans relevant to health and safety on site

2.0 SITE HEALTH AND SAFETY MANAGEMENT PLAN

- 2.1 Programme of works highlighting residual risks, which need to be managed
- 2.2 Management Structure and responsibilities for health and safety
- 2.3 Health and Safety targets for the project – setting standards
- 2.4 Arrangements for:
 - a) Regular liaison between parties on site
 - b) Consultation with the workforce
 - c) Handling design changes during construction phase
 - d) The selection and management of sub-contractors
 - e) The exchange of health and safety information between contractors
 - f) Arrangements for site security/access
 - g) Site induction
 - h) On-site training
 - i) Welfare facilities and first aid arrangements
 - j) Reporting of accidents and incidents
 - k) Production and approval of method statements
 - l) Site Rules
 - m) Fire and Evacuation Procedures

3.0 ARRANGEMENTS FOR CONTROLLING SIGNIFICANT SITE RISKS

- 3.1 Method Statements
- 3.2 Material Deliveries and Plant Movements
- 3.3 Residual Asbestos on Site 3
- 3.4 Working adjacent to an existing railway
- 3.5 Noise and Dust
- 3.6 Demolition of the Boundary Wall on Site 1
- 3.7 Interface with existing buildings and residents

4.0 HEALTH AND SAFETY FILE

- 4.1 Arrangements for collecting and gathering information

5.0 Document Amendments

6.0 Appendices

- Appendix A - Project Directory
- Appendix B - Emergency Route
- Appendix C - Site Logistics Plan



1.0 Introduction

1.1 Project Description and Key Dates

PROJECT: Residential New Builds, Barrington & Lamble Infill Sites, London NW5

CONTRACT START DATE: 4th April 2016

CONTRACT DURATION: Approximately 60 Weeks

SUMMARY OF WORKS The works will take place at:

Lamble Street and Barrington Close, Gospel Oak, London, NW5.

Description of the Work:

The development of 5 new properties on 3 sites – 2 sites in Lamble Street and 1 in Barrington Close.

1.2 Key Contact Details

Refer to the Project Directory – see Appendix A

1.3 Extent and Location of Records and Plans relevant to Health and Safety on site

In relation to these works, the following documents are contained in the company's health and safety folder within the site office:

- Health and safety policy
- RIDDOR reporting arrangements
- Risk assessments
- Training records
- Plant maintenance and inspection records
- C.O.S.H.H. safety data information sheets
- Service mark up drawings including relevant contact details

2.0 Site Health and Safety Management Plan

2.1 Programme of works highlighting residual risks which need to be managed

Piling Operations.

Plant Movements.

Material Deliveries.

Machine Operations.

Working at Height.

Use of hand held tools.

Manual Handling.

C.O.S.H.H. Materials, including cement, silica, mastic, etc.



2.2 Management Structure and Responsibilities

The responsibilities of the site management team such as the Site Manager and Health and Safety Adviser can be found within the company's health and safety policy within the health and safety folder in the site office.

2.3 Health and Safety Targets for the Project – setting standards

- This project will be completed with no major injury accidents.
- Providing and maintaining safe and healthy work places and safe systems of working practices and appropriate guidance.
- Not endangering employees or other persons as a result of our work activities
- Providing all employees with the information, instruction, training and supervision to enable them to carry out their tasks safely.
- Providing and maintaining for all employees adequate and suitable facilities for their health and welfare.
- Developing a culture, which encourages staff and operatives to work in a manner that will prevent accidents.
- Providing contractors and others who may be affected by the work activity, with the necessary information, instruction and supervision and to check their training / suitability for the works to be carried out.
- The completion of the works with no accidents or incidents, all in accordance with the timescales for the completion of the project.
- To constantly review the health and safety performance throughout the period of the contract on a regular basis, at least every two weeks.

2.4 Arrangements for:

- a) Regular liaison between the Principal Designer, Principal Contractor, Client and other relevant parties. This will be achieved via progress meetings, which will include a health and safety item on the agenda, to be held at regular intervals throughout duration of the project.

The discussions and actions arising from each meeting will be noted and distributed to all interested parties for further dissemination within their respective organisations.

The Site Manager will consult directly with subcontractors, suppliers, members of the public (including neighbours) and local businesses.

A monthly newsletter will be issued to all local residents during the project, to keep them informed of site progress. Relevant contact details for BCL personnel will also be made available/displayed for local residents to make contact, voice any queries or concerns, etc. regarding the works. All enquiries will be treated courteously and respectfully and all efforts will be made to ensure any issues raised are resolved quickly and to all parties satisfaction.

- b) Consultation with the workforce

The Site Manager will carry out toolbox talks on site on relevant topics depending on the on-going work operations, i.e. working at height, etc. Employees and subcontractors are encouraged to raise health and safety issues and concerns with the Site Manager on an ongoing basis and during toolbox talks.

When appropriate the arrangements will be made for communicating with workers who speak English as a second language.

Safety Data Information Sheets (SDIS) will be made available to any employee or subcontractor who wishes to see them.

- c) Handling design changes during construction phase



The Site Manager will consult with the client and architect and if any significant design changes arise during the course of construction which give rise to additional significant risks. These can be discussed during the progress meetings.

- d) **The selection and management of sub-contractors**
The selection and control of sub-contractors will be referred to within the company's health and safety policy, which will be kept in the company's health and safety folder, which is located in the site office.
- e) **The exchange of health and safety information between contractors**
All health and safety information will be communicated to sub-contractors via the site Manager during progress meetings. Any health and safety issues the sub-contractors may have can be raised with the Site Manager at any time.
- f) **Arrangements for site security/access**
The site boundary for Sites 1, 2 and 3 will be formed of Heras Fencing panels lined with debris netting, erected in accordance with the manufacturers recommendations. Each site will have its own lockable access gate for pedestrian and vehicular access. Site security will be monitored as an item on the regular site safety audits.
- g) **Site induction**
All those working on site will be briefed during the induction stage on the main risks associated with the site. The Site Manager will check for evidence of competence when personnel arrive on site, which may include training records. Visitors will be given a brief site induction – they will be accompanied at all times. A young person's risk assessment will be carried out at this stage for all personnel who are under 18 years of age and this will be held in the company's health and safety folder located in the site office.
- h) **On-site training**
Where appropriate, on the job training will be given under the supervision of a competent person. Details of training will be recorded and held in the company's health and safety folder within the site office.
- i) **Welfare facilities and first aid arrangements**
The Welfare Facilities will be located in Site 2 along with the main site office. During the induction, all employees, subcontractors and visitors will be advised of the location of the welfare facilities. There will be an appointed person/first aider on site, along with a fully stocked first aid kit located in the site office. There will be a mobile phone available on site to summons an ambulance if needed. Details of the local hospital will be located within the site office.
Site Welfare will consist of:
Canteen with running mains water suitable for drinking.
Hot Water Heater.
Sink, microwave and kettle.
Tables and Chairs.
Toilets will be suitable and sufficient for the number of operatives on the project, and will have a water heater, hand soap and hand towels.
Maintenance of the facilities – the welfare facilities will be inspected periodically throughout the day and as part of the H&S Inspection regime.
A weekly full clean of the facilities will be undertaken.
Individuals who abuse the facilities will be subject to either temporary or permanent exclusion from the project, at the Site Managers discretion.

The site first aider will be Sam Dewick.

A 1-50 Person First Aid kit will be held in the Site Managers office.

The contents of the First Aid kit will be reviewed regularly to ensure that an appropriate level of stock is maintained.



j) Reporting of accidents, incidents and near misses

All accidents must be recorded (see health and safety folder located in the site office). An accident book can be used for this purpose. All accidents will be investigated to prevent any re-occurrence.

The Health and Safety Advisor will be responsible for completing a RIDDOR form where necessary and will advise the site Manager of all accidents, incidents and near misses. All RIDDOR forms will be forwarded to HSE by the Health and Safety Advisor (this can be done online).

k) Production and approval of method statements

The residual risk register provided by the designer and the risk assessments will all be used to inform the method statements for the project. (The residual risk register, safety data information sheets and risk assessments will be held within the company's health and safety folder located in the site office). In addition, specialised sub-contractors are required to produce site-specific risk assessments and method statements, which will be reviewed by the Site Manager. All sub-contractors will be expected to work in accordance with the site rules and their approved method statements and risk assessments.

The Site Manager will review and explain all method statements to the appropriate personnel, who will be carrying out or affected by the particular work activity.

The Site Manager will arrange for any additional risk assessments and method statements to be written, if required. All method statements and risk assessments can be found within the company's health and safety folder within the site office.

l) Site rules

All those working on this project will be briefed on the site rules during the induction stage.

m) Fire and evacuation procedures

Fire and evacuation arrangements will be displayed in the site office/welfare units.



3.0 Arrangements for Controlling Significant Site Health and Safety Risks

3.1 Method Statements

Detailed method statements and risk assessments will be prepared by the Site Manager for controlling significant site risks. The risk assessments can be found within the company's health and safety folder located in the site office.

Method statements will be required for all sub-contract works including the Piling Operations and the Erection & Dismantling of Scaffolding.

3.2 Material Deliveries and Plant Movements

- All deliveries must be booked in with the BCL Site Management.
- All delivery drivers must ensure they report to the site office, based on Site 2 in Barrington Close – Refer to Appendix 3.
- If the delivery is required on Site 1 or 3, the delivery vehicle will be escorted to the appropriate site by BCL.
- The BCL representative will manage the vehicular and pedestrian traffic around the project whilst materials are being off-loaded.
- Unplanned or unsuitable vehicles will be refused access to site.
- Where possible, deliveries to the project will take place between 09:00 – 15:00 to avoid peak traffic congestion.

3.3 Residual Asbestos on Site 3

Boxmoor Construction has been made aware of the presence of Asbestos materials in the ground on Site 3. The asbestos will be left undisturbed and the piling design will take into account the location of the asbestos on the project. This will ensure that the asbestos is safely encapsulated on the site and will prevent the potential for contamination of the site and surrounding area if the material was to be removed.

3.4 Working adjacent to an existing railway

Boxmoor Construction will comply with all the requirements of Network Rail when working on Site 3 adjacent to the Midland Main line railway, ensuring that all the required forms are completed in good time to allow works to be completed on time.

The scaffolding erected on the elevation adjacent to the railway will be fully debris netted to ensure that no materials from the project can access the railway.

3.5 Working adjacent to an existing railway

The most common potential nuisance to the existing residents from the construction works on the project, are noise and dust. Noisy operations on the project will not be allowed before 08:00 and, where possible, alternative plant and equipment will be used to reduce the noise nuisance.

Dust suppression techniques will be used during all operations that create dust, i.e. cutting, sawing, etc. Dust suppression using water, i.e. when cutting concrete, bricks, etc. or dust collection system, i.e. when cutting timber.



3.6 Demolition of the Boundary Wall on Site 1

The boundary wall to Site 1 will need to be demolished to allow for the construction of the new property. The wall will be demolished using hand tools working off of a low level or aluminium tower. A detailed method statement and risk assessment for this operation will be developed before the works commence.

3.7 Interface with existing properties and residents

All works on the project will be carried out with due consideration for environment in which Boxmoor Construction are operating, i.e. a residential estate.

Where the new construction is in close proximity to existing properties, extreme care must be taken not to have any negative impact on either the persons living in the property or on the structure of the property, i.e. noise, disruption, property damage, etc.

Contact details of all Senior Boxmoor Construction personnel will be prominently displayed throughout the project to enable residents to contact relevant persons as required.

Any complaints regarding the project will be fully investigated.

4.0 Health and Safety File Arrangements

4.1 Arrangements for collecting and gathering information

The information for the health and safety file will be prepared and collated throughout the contract by the Site Manager.

The health and safety file will be compiled and made available to the client on completion of the project.

Health and Safety Plan - record of communication

It is the responsibility of the Site Manager to ensure that all sub-contractors are familiarised with the appropriate sections of this health and safety plan relevant to the work in which they are involved.

Sub-contractors must sign off on the following:

1. That they have read and understand the appropriate sections of the health and safety plan.
2. That any additions or corrections have been put in writing to the Site Manager.

Site Induction

The Induction is not intended to provide general health and safety training, but it should include a site specific explanation of the following (CDM Regulations 2015):

- (a) senior management commitment to health and safety;
- (b) the outline of the project;
- (c) the individual's immediate line Manager and any other key personnel;
- (d) any site-specific health and safety risks, for example in relation to access, transport, site contamination, hazardous substances and manual handling;
- (e) control measures on the site, including:
 - any site rules,
 - any permit-to-work systems,
 - traffic routes,
 - security arrangements,
 - hearing protection zones,



- arrangements for personal protective equipment, including what is needed, where to find it and how to use it,
 - arrangements for housekeeping and materials storage,
 - facilities available, including welfare facilities,
 - emergency procedures, including fire precautions, the action to take in the event of a fire, escape routes, assembly points, responsible people and the safe use of any firefighting equipment;
- (f) arrangements for first aid;
- (g) arrangements for reporting accidents and other incidents;
- (h) details of any planned training, such as 'toolbox' talks;
- (i) arrangements for consulting and involving workers in health and safety, including the identity and role of any:
- appointed trade union representatives,
 - representatives of employee safety,
 - safety committees;
- (j) information about the individual's responsibilities for health and safety.

5.0 Document Amendments

Document Revision	Date	Amendment	Approved by
BCL 001 Revision 1	28/03/16	First Issue	N.R. Page
BCL 001 Revision 2	04/04/16	Amend Sections 2.4a and 2.4b Add Sections: 3.3 Residual Asbestos on Site 3 3.4 Working adjacent to an existing railway 3.5 Noise and Dust 3.6 Demolition of the Boundary Wall on Site 1 3.7 Interface with existing buildings and residents 5.0 Document Amendments 6.0 Appendices	N.R. Page



Appendix A - Project Directory



1381_PROJECT DIRECTORY

Title	Name	Address	Tel / fax	Email
Site		Barrington Close and Lambale Street		
Employer	Julia Farr * Senior Development Manager	London Borough of Camden Housing Repairs & Improvements 1st Floor 33-35 Jamestown Road London NW1 7DB	T: 020 7974 2642 M: 07747 793 987	Julia.farr@camden.gov.uk
	Malcolm Dickson Design & Planning Manager		T: 020 7974 2258	Malcolm.dickson@camden.gov.uk
	Martin Allen Clerk of Works		T: 020 7974 5899 M: 07879 498 601	martin.allen2@camden.gov.uk
Tenants & Residents Association	Sarah Quigley Chair Dorian Courtesi Secretary		M: 07511 278 806	barringtoncourtrta@gmail.com

CONSULTANTS

Architect	Catherine Burd	Burd Haward Architects United House North Road London, N7 9DP	T: 020 7482 9243	catherine@burdhaward.com
	Tom Sykes *		M: 07708 941 989	tom@burdhaward.com
Structural Engineer	Lachlan McDonald	Ellis & Moore Consulting Engineers Sovereign House 1 Albert Place London, N3 1QB	T: 020 7281 4821 F: 020 7263 6613 M: 07710 271 296	lachlan.mcdonald@ellisandmoore.com
	Mark Pettit * Panos Konnaris Below Ground Drainage		Panayiotis.konnaris@ellisandmoore.com	
Quantity surveyor	Jonathan Moulton Ashok Khetani	Moulton Taggart 39-41 North Road Islington London, N7 9DP	T: 020 7700 5153	jonathan@moultontaggart.co.uk ashok@moultontaggart.co.uk
Mechanical & Electrical Engineers	Scott Tillsley	Ingleton Wood 1 Alie Street London E1 8DE	T: 020 7680 4400 M: 07803 270 702 DD: 0207 680 4431 M: 07919 275131 DD: 0207 680 4435 M: 07738 701 203	Scott.tillsley@ingletonwood.co.uk
	Alan Hayman (M)		Alan.hayman@ingletonwood.co.uk	
	Niall Kearney (E)		Niall.kearney@ingletonwood.co.uk	
CDM-Advisor	Richard Pratley	Team Support Ltd 10 Blake Hall Crescent Wanstead London, E11 3RG	M: 07973 971 165	Richard.pratley@teamsupport.ltd.uk
Arboriculture	Simon Pryce	Simon Pryce Arboriculture CP House Otterspool Way, Watford Herts, WD25 8GP	T: 01923 467 600 M: 07710 224 906	simon@simonpryce.co.uk
Acoustic & Vibration Surveyor	Shaun Murkett	Shaun Murkett Acoustic Consultants Ltd. 1 Clissold Road Stoke Newington London, N16 9EX	T: 020 7923 7275 M: 07956 367 598 F: 020 7503 4917	murkett@aol.com
Daylight & Sunlight Surveyor	Paul Fletcher	Waterslade Ltd. 7 Oasis Park Eynsham Oxford, OX29 4TP	T: 01865 881 882	pf@waterslade.com



BHA

1381_PROJECT DIRECTORY

Measured Surveys	Paul Cackett	Engineering Land & Building Surveys Ltd Unit 3, Dean House Farm Church Lane, Newdigate Dorking, Surry, RH5 5DL	T: 01737 400 132	paulrcackett@aol.com
Party Wall Surveyor	Nick Moulton	Whymark Moulton Ltd 20 North Street Sudbury Suffolk, CO10 1RB	T: 01787 371 371 M: 07966 227 654	ndmoulton@whymarkmoulton.co.uk

STATUTORY AUTHORITIES

Planning Ref: 2014/4193/ P	Kevin Fisher Principal Urban Designer	Development Control Planning Services Town Hall Argyle Street London WC1H 8ND	T: 020 7674 5616	kevin.fisher@camden.gov.uk
	Seonnaid Carr Planning Officer		T: 020 7974 2949	seonnaid.carr@camden.gov.uk
Building control Ref: 15/2/04263	Albert Grant	London Borough of Camden 6th Floor Camden Town Hall Extension Argyle Street London WC1H 8EQ	Council switchboard: T: 020 7974 6941	albert.grant@camden.gov.uk
Network Rail	Mohammad Jakeer	Network Rail Asset Management Kings Cross Station Euston Road N1C 3AP	T: 0207 904 7080 M: 07709 483 135	Jakeer.mohammad@networkrail.co.uk

DEMOLITIONS CONTRACTOR

	Ian Grostate	Syd Bishop & Sons Ltd Waldens Depot Waldens Road Orpington Kent, BR5 4EU	T: 01689 820 315 M: 07803 270 702	ian.grostate@sydbishop.co.uk
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CONTRACTOR

Main Contractor	Paul Dewick Managing Director	Boxmoor Construction Ltd. Larch Hill Box Lane Hemel Hempstead Hertfordshire HP3 0DJ	T: 01442 871 894 M: 07774 679 911 M: 07831 639 788	info@boxmoorconstruction.co.uk paul@boxmoorconstruction.co.uk simon@boxmoorconstruction.co.uk
	Simon Walton Construction Manager Andy Mitchell Contracts Manager		M: 07810 484 054	andy@boxmoorconstruction.co.uk



**Appendix B - Emergency Route to:
Royal Free Hospital
Pond Street
London, NW3 2QG**

