

Shurgard Self
Storage

York Way
Camden

Construction
Management Plan

Shurgard Self Storage

145-147 York Way
Camden
N7 9LG

Construction Management Plan Rev 6

1st September 2020

Shurgard Self
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Project Particulars

CLIENT

Shurgard UK Limited, Baker Street, Weybridge, KT7 0SR
Tel. [07717862214](tel:07717862214)

ADDRESS

Shurgard Self Storage
145-147 York Way
Camden
N7 9LG

PRINCIPAL CONTRACTOR

Ostin Construction Ltd

CONSTRUCTION MANAGER

Ostin Construction Ltd.
Contact :Stepan Rodin
Email : stepan@ostin.co.uk
Tel. 07557356739

SITE HOURS

Monday – Friday 08.00 – 18.00


Saturday 08.00 – 13.00

Other times by arrangement.

Contact during site hours – 07557356739

Contact out of hours as above and site security – details to be advised.

Duration of construction works 21 weeks.



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Introduction

This document has been created to aid the recipient in an understanding and overview of the proposed project at York Way Camden. It contains the proposed programme of works, a methodology of management, construction and logistics proposed for the site. It will demonstrate the process of how the management, construction works and logistics on site will be planned, communicated, agreed and executed prior to and during the construction works.

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Context, considerations and challenges

This site is located in Camden in the London, on the corner of York way and Cliff Road. It is 0.166 hectares (0.41 acres) in size and benefits from a conspicuous location on this busy junction.

The building which accommodates the proposed project is live trading storage facility with 5 floors of existing storage. The staff and public reception entrance is directly access off York Way.

The building has a block of residential apartments to the left and Cliff Road to its right. The overall development is for approximately 1664.05 m2.

The project will entail, asbestos removal by a LARC of ACM materials followed by demolition of existing glass roof.

Mains Services (Gas, Water, Foul, Electricity and Sewage) are on site, these will need to be identified from drawings and scans, they will need to be isolated disconnected prior to commencing the demolition works

Our considerations are to mitigate and or greatly reduce the risk of the construction works when there is the potential of

- Physical movement
- Causing obstruction to the highway
- Causing obstruction to the businesses and residents
- Noise pollution
- Dust

The logistics plan will set out how movement of construction personnel, plant and materials will access, be delivered, unloaded and transported into and out of the construction area.

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Context, considerations and challenges content

There will also be a consideration for the potential disturbance to our business neighbours whilst carrying out the construction works.

The overall objective is to maintain high standards on our project.

Employees and contractors working on behalf of the company are encouraged to do their best to respect the people and neighbours around them and to keep noise and disruption to a minimum. All parties that are expected to be affected by the works will be advised in advance with an expectation of noise levels and durations communicated. .

All management and contractors are to be proactive in engaging with both clients and all neighbours throughout the project, to inform them about site activities and pre-empt and avoid complaints. The subject of potential disturbance will be an item that will be discussed and planned in the weekly meeting. We will engage with our business neighbours face to face updating them regularly depending on the construction activity. We will discuss the forecasted works and any mitigation measures that are required by the construction team to reduce any potential impact.

Employees and contractors on the project will be instructed to give maximum consideration at all times for the safety of the public and any visitors to site including those working on or adjacent to the site.

Any complaints are logged and handled personally by the director of Ostin Construction Ltd. To ensure an agreeable outcome for all concerned parties.

Site areas and perimeters will be clean, tidy and well presented with materials stored neatly.

Employees and contractors working on the project will act in a respectable, conscientious and professional manner at all times, to maintain a positive image for the project



Context, considerations and challenges content

Project location

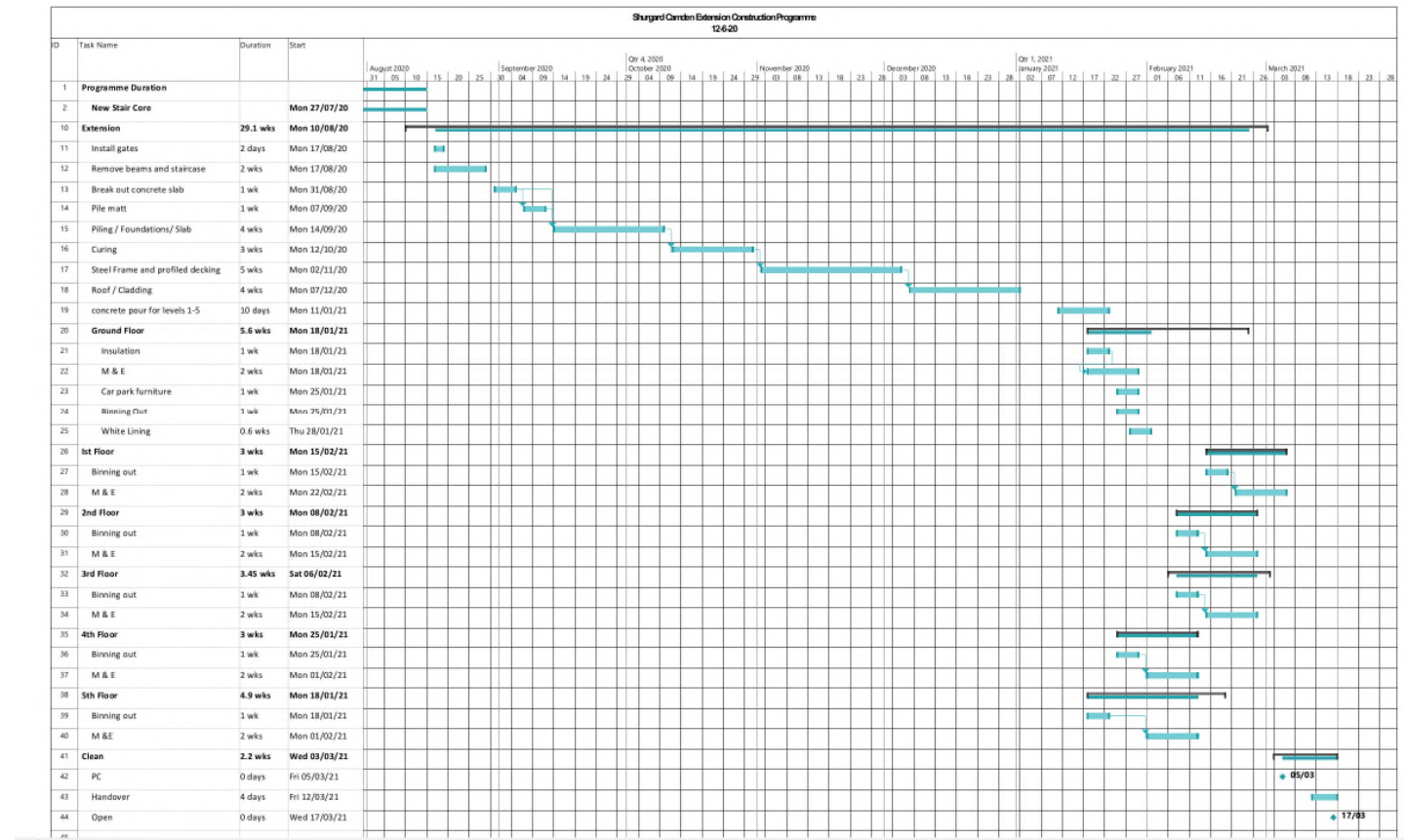


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Construction programme



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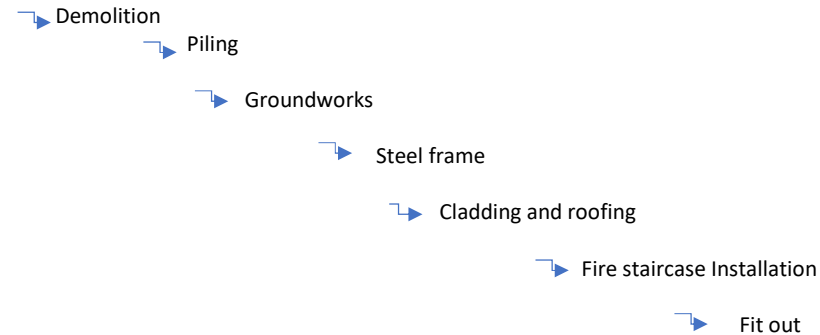
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Construction sequence and Methodology

The site will be secured by a timber hoarding to the front access of the site. The hoarding will have a double vehicle gates.
Site set up will be off site located in an area at the back off the building.
There will a small office, canteen and toilet facilities on site for construction workers.

The sequence of works reflected in the Construction programme is proposed as



Environmental Controls

Ostin Construction Ltd recognises its Duty of Care under current legislation for 'The Environmental Protection Act, the 'Environmental Protection (Duty of Care) Regulations', 'The Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations', 'The Hazardous Waste (England and Wales) Regulations' and other associated statutory provisions.

"Controlled Waste" will only be released to a "Registered Carrier" after proof (original only) has been produced by the "authorised person". All parts of the "Waste Transfer Note" will be suitably completed with a copy remaining with Ostin Construction Ltd for no less than 2 years.

Hazardous materials requiring a "Special Waste" carriers license. Will be disposed of appropriately

Construction sequence and Methodology cont.....

Disposal of Waste

Provision of waste skips will be subject to availability of suitable location. Alternative arrangements may be made for stand and load of pre-bagged waste outside trading hours. Skips will be identified and where necessary labelled for segregation of waste for recycling where possible. All waste will be suitably packed or covered to ensure the safety of others during storage and carriage and also to prevent spillage / leakage, waste blowing or falling or the pilfering of contents by third parties. There will be no burning of waste of any type at this site.

Spillages

Spill kits are on site to react to any spillages, a spillage reaction plan is on site in the CPHP.

Bunds will be used where necessary to mitigate the risk of any spillages

Works in and around any existing drainage will be managed to avoid contamination reaching the local authority surface water and sewer system

Arrangements for controlling Risks to Health and Safety

The following information is a compilation of risks relevant to this site and is in addition to the requirements and controls to be met and detailed in the Health and Safety Policy of Ostin Construction Ltd

General

This will remain a hard hat site with toe protection worn at all times by all trades until the Site Manager deems there is no longer a foreseeable risk of head or foot injury.

All equipment on site is to be 110 V or battery powered with all leads etc to IEE 18th Edition Wiring Regulations or battery powered.

All steps or ladders are to be either CLASS ONE or BS EN 131 specifications only on site, and to be used for access only.

Public and communal areas will be maintained free of obstructions at all times and when necessary protected e.g. guarding of skips. The presence of the general public, surrounding units, staff, delivery personnel, and passing traffic will be given due consideration at all times.

Unusual or particularly hazardous processes are not anticipated during the execution of the Works.

Ostin Construction Ltd will consider what precautions will be employed during the execution of normal building activities and in particular hot or noisy work. If, during the course of the works, woodworking operations are to take place on site Ostin Construction Ltd will ensure the limitation or control of the production of dust arising from such operations, particularly in relation to hardwoods. Similar consideration will also be given to chasing existing surfaces for preparatory cable and pipe work installation, as may be required.

All operatives have regular "tool box talks" on Ostin Construction Ltd sites where relevant site issues are covered.

An up to date visitor's book will be available in the site office to record those persons present on site.

All statutory notices required by law will be displayed in suitable positions.

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Asbestos

An R&D survey has been undertaken and no asbestos has been identified from the survey. However given the age of the building operatives will be briefed to be vigilant during the works and any suspicious material found will be surveyed and if necessary tested. The area will be a “No Go” area whilst this process is undertaken. If asbestos is present, it will be removed by a licensed Contractor. The Principal Designer will need to be notified if asbestos is suspected.

The Report has been made available to the Principal Contractor in order to determine what implications may be present and what measures need to be taken.

There will be a clear area procedure which will consist of

Asbestos removal methodology sign off

Asbestos removal undertaken

Asbestos transit will be via designated walkways

The area will be analysed during and following removal.

A clean area / air certificate will be in place prior to any demolition of that area.

The demolition contractor will also be vigilant at all times. If a material is discovered that is deemed to be suspicious, work will stop immediately and the material will be analysed. It is not until that the area is given the all clear that work will recommence.

Manual Handling

Manual handling operations will be avoided where reasonably practicable by using mechanical or automatic means. However where manual-handling operations can not be avoided, operatives will be instructed in load reduction and suitable lifting and team lifting techniques, using kinetic lifting as a basis.

Hazardous substances

The works include elements of plastering, cement based products and painting which may involve the use or encounter with plasters, glues, varnishes and noxious paints. Consideration will be given to executing works using less hazardous substitutes when available, or the using of such materials off site in a controlled environment.

Where the use of any such material on site is unavoidable, Safety Data Sheets will be obtained and a COSHH Assessment generated to provide recommendations and precautions necessary for safe use of the product as part of Ostin Construction Ltd development of the Health and Safety Plan.

Note: The COSHH hierarchy will to be adhered to, i.e. should a safer material be available it is to be used in preference if all other characteristics including price are suitable and to implement all reasonably practicable measures to minimise any risks from any potentially hazardous materials and operations including paints, solvents, resins / glues etc.

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Electrical Supplies on site

Temporary 110 volt supply will be used to provide supply to low volt power tools and festoon lighting. A temporary 240 volt supply protected by RCD may also be connected to provide power for computer, chargers and low current appliances for welfare needs. Total loadings must be within the rated capacity of supply. All works to be compliant with Electricity Regulations BS 7671:2008 and IEE 18th Edition, installed by competent persons.

Protection from falls and falling objects.

All open edges must be highlighted and over 600 mm high be protected by fixed barriers to prevent falls.

All work at height must be carried out from podiums, Fixed or Zip Scaffold erected by competent personnel in compliance with TG 20 or PASMA and manufacturer specification and current Work at Height Regulations. All works from these should be carried out in compliance with Ostin Construction Ltd procedures; Fixed Scaffold or Aluminium Tower Scaffold.

Ladders and Step ladders should only be used for access to a platform or in areas where a platform cannot be easily erected. They should only be used for tasks of short duration (< 30 minutes). Ladders should be mounted off a secure level base and footed or lashed to prevent slipping. Steps should be used in accordance with manufacturer instruction. (the apex must never be used to gain height). The top 2 steps must not be used. Only step ladders with purpose designed hand rails may be used to the standing platform. An assistant must be used to aid stability of these during all works. All ladders and Step Ladders must be Class 1 and comply with BS 131 Industrial Grade and be individually identified and regularly inspected for damage or fault, and records maintained

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Management of Health and Safety, Setting Standards

Ostin Construction Ltd will appoint a Site Manager who will have the day to day responsibility for ensuring the site is managed in a safe manner, as far as is reasonably practicable. The Organisation section of the Health and Safety Policy outlines the hierarchy of the management and their various responsibilities within the company.

The aims for this project are that:

Site inspections will be undertaken on a daily basis in reference to project housekeeping, site maintenance including access egress areas

All persons working on this project will ensure that safety will be their primary focus at all times and will assist all parties in achieving this standard wherever necessary.

Any breach of safety standards will not be tolerated and may result in dismissal from the project

'Current CDM regulations and ACOPS will be regarded as the minimum standards for this site with the aim of no lost time accidents or dangerous occurrences.

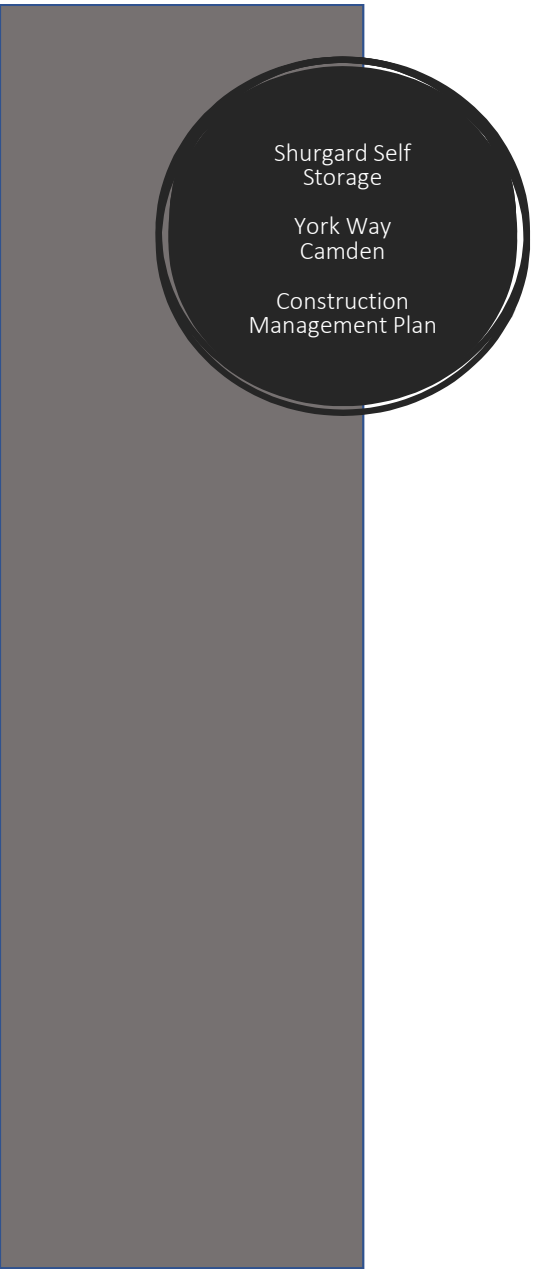
We aim to achieve 100% Health and Safety success by ensuring that all operatives working on site receive a Health and Safety induction prior to starting work, TBT, Safety updates communicated verbally, by handout, signage or poster

We generate a culture where everyone irrespective of their position realises that they have a part to play in ensuring that accidents are preventable.

We ensure that there is co-operation and co-ordination of activities between all contractors to achieve a safe working environment.

We consider how works may impinge on the undertakings of others, particularly the general public, and to reduce the impact of those undertakings before their commencement.

The COSHH hierarchy will be adhered to i.e. should a safer material be available it will be used in preference if all other characteristics including price are suitable.



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Construction sequence and Methodology

Mechanical Lifting

There is a requirement to use a crawler crane to erect the steelwork All Lifting Operations must be carried out in compliance with both current LOLER (Lifting Operations and Lifting Equipment Regulations) and the PUWER (Provision & Use of Work Equipment Regulations). All equipment must be inspected, tested and / or maintained, and used by competent personnel. Lifting operations will be managed by a competent Banksman / Slinger. A suitable lifting plan will be developed and affected.

Work in confined spaces

Potential for confined spaces where there is a likelihood of an oxygen deficient atmosphere being present must be identified by a competent person. All works within this area must be risk assessed and adequate measures put in place to minimise the risk of poisoning or suffocation. Measures must include monitoring at all times during the works; means of escape; on site emergency response; a suitable Confined Space Permit to Work management system. All personnel involved must be trained and deemed competent to work under these conditions

Work on or near excavations

Adequate controls must be put in place to prevent personnel, public or plant accidentally falling into an excavation. Suitable barriers must enclose the excavation and notices be posted informing of the presence. Mobile plant operating in close proximity must be protected by suitable stop blocks and use of banksman when tipping loads into the excavation. The areas in the basement where further foundation is required for the mezzanine and the lift will be managed accordingly

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Construction sequence and Methodology

Controlling the reduction of dust, noise and vibration.

The proposal is to undertake the ground works during the early months of the year which are normally not dry months. If required during these works we will introduce dust suppression measures such as a portable Tera dust suppression units. This dampens the ground to extensively reduce the dust becoming airborne

Loose material will be dampened and covered to reduce the risk of airborne particles

All plant and equipment must be provided with noise and vibration reduction measures where possible. These may include silencers, muffler or sound proof enclosure, cushioned mountings, anti-vibration dampers and cushioned hand grips. Operatives must be aware of the effects of noise and vibration and will be required to work in compliance with the Ostin Construction Ltd SSW or similar.

Any restrictions imposed by the local Environment Agency will be upheld.

Contamination of public footpaths and highways must be prevented at all times. Suitable control measures will be put in place to ensure this.

All excessive cutting, grinding and sawing will be carried out off site in factory / workshop conditions.

The early construction works during this project may generate noise and these noisy works will be carried out as instructed by relevant parties if appropriate, however Ostin Construction Ltd will ensure that they comply fully with the statutory requirements of the current Noise at Work Regulations for all operatives within the site.

Efforts will be made to contain noise within the local area by enclosure, i.e. closing doors, erecting partitions etc. The Principal Contractor is aware that heavy penalties may be imposed on failure to comply.

Individual exposure to vibration will be controlled by the use of low vibration equipment together with duration of exposure in compliance with specific equipment guide lines and task sharing.

All machinery will be kept away from any receptors and will be cordoned off with the necessary warning signage.

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Proposed site logistics

This site is located in Camden , on the corner of York Way and Cliff Road.
The extension is 900m² in size and benefits from a conspicuous location on this busy York Way

The site will be protected by manned security

Our site shall have:

Clearly marked access and egress points and if necessary, traffic marshals to control vehicle movement in and out of site.
Allow for loading and unloading on site where possible
Be suitable for a vehicle fitted with underrun bars

Our operators shall have:

Will only use vehicle routes agreed with the London Borough of Camden to service our site
As a minimum be accredited to bronze level fleet operator recognition scheme or equivalent.
Have an additional safety equipment fitted to vehicles over 3.5t
Only use drivers who have received additional training
Perform driver licence checks
Record, investigate and analyse collisions.
Ensure they have written to their supply chain informing them of the need to comply with the above requirements.
Wheel inspection and washing will be in place to ensure vehicles leaving the site do not transfer material to the highway

Following checks when the site commenced on site:

Driving licence checks
The driver's licences are correct for the category of vehicles that they've driving
The drivers additional training requirements have been met.
FORS accreditation is up to date
Evidence that the agreed routes are being communicated and followed
That additional vehicle safety equipment's is fitted and serviceable
Collision reporting system is in place and being used.

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Proposed site logistics

During the process of the demolition and construction works it will be necessary to have regular vehicular access and egress, either for removal of existing material and deliveries of new. These will be managed, co ordinated and controlled by the following process

All deliveries will be pre arranged and booked in via a delivery schedule process.

To book a delivery the contractor is to

- Give at least 48 hours notice
- Give details of size and type of vehicle
- Description of what material or plant is to be delivered
- An estimated time for unloading / loading
- Proposal of how the vehicle is to be unloaded

The proposed delivery will be allocated a timeslot this timeslot will be between 0930 and 1600 hours

All deliveries will be assisted and managed by banksmen when manoeuvring either on the highway or on the site and during loading and unloading

The above is monitored, managed and policed by the site management..

If the above is not adhered to deliveries will be refused

No permission will be given for vehicles to wait or queue on York Way

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Proposed site logistics

The site is currently set to receive deliveries via the existing entrance on York Way .
This entrance will be utilised during the initial phases of the project.

All the deliveries will travel along York Way which is one way direction road.
The vehicles will enter the loading area in a forward gear. This manoeuvre is to be made without hinderance to the flow of the York Way traffic

All delivery vehicles will be instructed to approach the site traveling east along York Way. All vehicles delivering to site will be of a suitable size for the loading area.

Vehicles will not be left idling whilst unloading or loading. Thia will be communicated to every driver on entry to site

.

Proposed site logistics

Fitting out works. The remainder of the works are internal fitting out and external works. In general, the delivery vehicles will be able to access the new undercroft area and be able to unload wholly within the confines of the site. It is anticipated that delivery vehicle deliveries would occur 2 times a week in the early stages of fitting out. In the latter stages of the works deliveries will be predominantly by smaller vans via the undercroft area.

Delivery vehicle schedule.

Construction activity and timeline	Delivery Vehicle numbers per week	Estimated number of expected delivery vehicles	Proposed Location of unloading
Weeks 1-5 Demolition	2	2	Site
Week 5-6 Groundworks to form pile mat	1	1	Site
Weeks 6-7 Piling	2	6	Site
Weeks 11-15 Steel Frame	1	6	Site
Weeks 16-17 Concrete pour	3	6	Site
Weeks 16-20 Cladding and roof	1	1	Site
Weeks 18-27 Fit out	2	8	Site
Weeks 30-48 General	1	1	site

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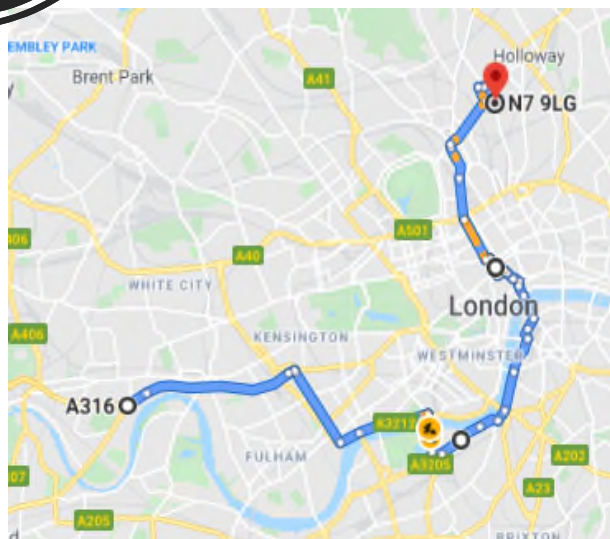
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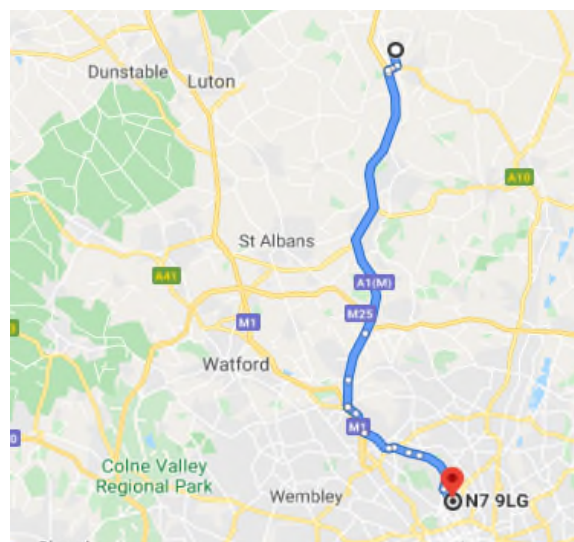
Proposed site logistics

Vehicle routing

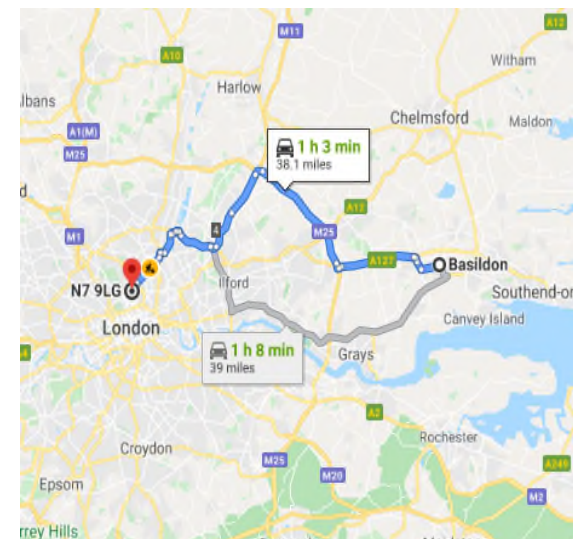
All delivery vehicles will be instructed to approach the site travelling southwards along York Way



DIRECTIONS FROM SOUTH AND
WEST



DIRECTIONS FROM NORTH



DIRECTIONS FROM EAST

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Proposed logistic

- Denotes physical solid hoarding
- Customer area
- Construction area for extension
- Construction area for new stairs
- ⦿ Banksman to control deliveries



**YORK
WAY
One
way
traffic**

Delivery process

All deliveries will be pre arranged and booked in via a delivery schedule process. To book a delivery the contractor is to

- Give at least 48 hours notice
- Give Size of vehicle
- Description of material
- An estimated time for unloading / loading
- Proposal of how the vehicle is to be unloaded

The proposed delivery will be given a timeslot

Delivery times will be between 1000 & 1600 hours to avoid the busiest traffic periods

All deliveries will be assisted by banksmen when manoeuvring and during loading and unloading

The above is monitored and policed by the site management. Records are kept of all deliveries and proposed times for reference and record purposes.

If the above is not adhered to deliveries will be refused

Estimated Vehicle Movements for project duration

Contractor tools (small van) 28no.
Waste- 21no.
Concrete 5no.
M&E - 7no.
Structural- 7no
Building material- 10no.
Fit out material- 12no.
Storage units- 4no.

u3

u4

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Proposed logistic area



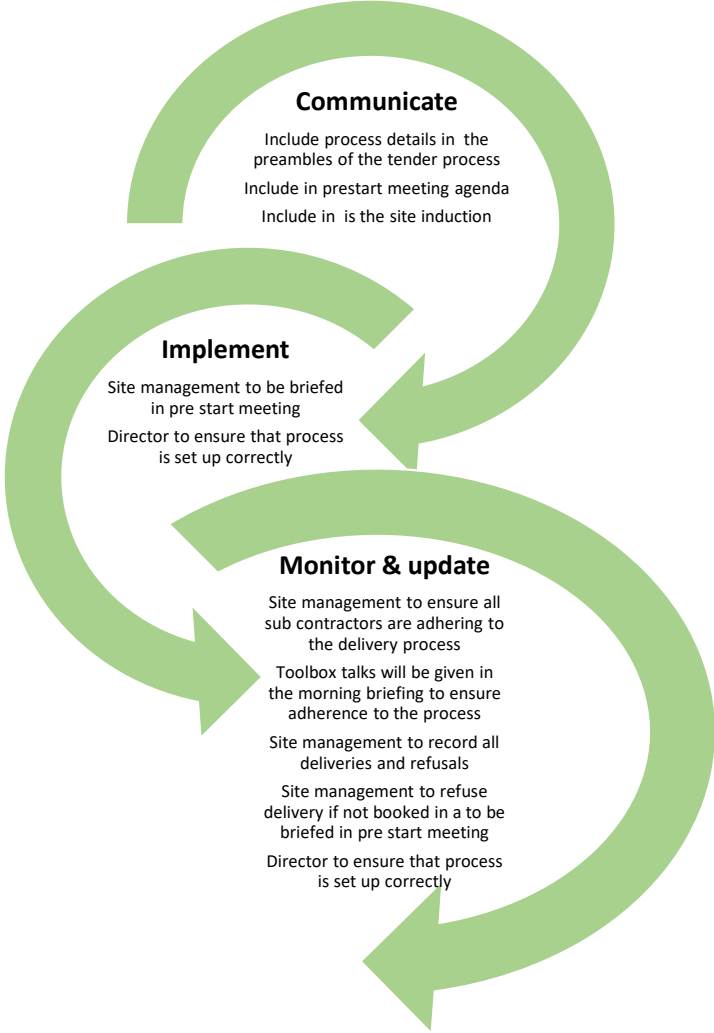
Slide 22

u3 user, 06/05/2020

u4 user, 06/05/2020



Proposed site logistics



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Road condition survey

Top Right: Cliff Road entrance to site

Middle Right: Cliff Road Pavement

Below: Cliff Road



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Road condition survey

All photos: Road condition York Way



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Road condition survey

York Way

Right- entrance 1

Rest- entrance 2



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Road condition survey

Road condition York Way



HEALTH, SAFETY & ENVIRONMENTAL RISK ASSESSMENT

Activity:	General Site Working.								
Client / Site Address:									
Date of Assessment:	01/03/2020	Assessor:	S.Wheeler-Osman	Signed:		Review Date:	01/01/2020	Reference:	RA008
Nature of Hazard	Person/Property at Risk	Risk Analysis With Existing Controls			Control/Action Required	Residual Risk Factor (Severity x Likelihood)			
		Severity	Likelihood	Risk Rating					
		0-5	0-5	0-25					
Traffic movements (including deliveries, parking, etc) around site / maneuvering Pedestrians being struck by vehicles Loads falling/striking pedestrians Death Major injury	Site staff	5	4	20	Staff to have induction that covers traffic movement Ensure floors and traffic routes are suitable for vehicles using them. Maintain surface free of holes and debris. Ensure car parks and traffic routes are adequately lit. Segregate pedestrians and vehicles wherever possible. Keep vehicle routes free of obstructions. Clean up spillages promptly. Only allow parking of cars and vans in marked spaces well away from external delivery/ dispatch area. Impose and monitor sensible speed limits (e.g. 5mph). Display adequate signage to warn of hazards. Avoid reversing vehicles unless absolutely necessary, e.g. establish one-way system if possible. Any unavoidable reversing should be overseen by a trained reversing assistant (banksman). Flashing beacons and reversing beepers needed. No mobile phones to be used whilst operating vehicles on sites. Seat belts must be worn in all vehicles/plant on site.	5 X 4 = 20 Low Risk			

Severity:	Likelihood/Probability:	Action - General "Rules of Thumb":
0 No injury or illness, no damage	0 No Probability	If the risk can be reduced without any additional resources, it should be reduced, even if it is already at a low level. If the risk is high (ie: greater than 15), you should normally do something to reduce the risk. If you are not sure whether a particular risk should be reduced or not, you should seek advice from your Safety Professional or Line Manager.
1 First Aid injury or illness, minor damage	1 Highly Unlikely	
2 Minor injury or illness. Includes where a person would lose up to 7 days away from work	2 Unlikely	
3 7-Day injury or illness. Where a person would be off work or unable to carry out their normal work duties for more than 7 days	3 Possible	
4 Serious injury, serious illness or serious damage	4 Likely	
5 Fatality or disabling injury/illness	5 Certain	
Risk Rating: 0-25		Risk Classification: 0 – 5 Low Risk 6 – 15 Medium Risk 16 – 25 High Risk

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Fire and Explosion Burns Smoke Inhalation Explosion Death Inability to Escape Panic Evacuation Means of fighting a fire Fire doors Emergency lighting	Site Staff	5	3	15	Site induction covers fire precautions and actions. Assembly point identified. Display Fire Action signs in prominent positions. Conduct thorough fire risk assessment for site (Principal Contractor's [PC] responsibility or if only presence on site). Ensure adequate fire exits for site and any buildings/cabins. Check regularly that fire exit routes are kept clear and fire doors are not wedged/propped open. Provide means of detecting fire and raising the alarm. Test fire alarm weekly to ensure it works and can be heard in all site areas (PC). Establish a means of knowing who is on site in event of an evacuation (including visitors) to ensure all get out safely. Carry out at least annual unannounced fire drill (PC). Appoint sufficient trained Fire Wardens to do checks, drills, and take charge in emergency. Provide suitable and sufficient fire extinguishers, check monthly not obstructed and not been tampered with and keep records. Fire extinguishers inspected and tested at least annually by a competent person. Employees trained on use of fire extinguishers. Test and check emergency lighting and fire alarm/detection equipment at regular intervals to ensure it works properly. Keep records of checks. Replace failed lighting/equipment promptly.	5 X 3 = 15 Low Risk			

Severity:	Likelihood/Probability:	Action - General "Rules of Thumb":
0 No injury or illness, no damage	0 No Probability	If the risk can be reduced without any additional resources, it should be reduced, even if it is already at a low level. If the risk is high (ie: greater than 15), you should normally do something to reduce the risk. If you are not sure whether a particular risk should be reduced or not, you should seek advice from your Safety Professional or Line Manager.
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		Severity	Likelihood	Risk Rating					
		0-5	0-5	0-25					
Manual Handling Back injuries or other upper limb disorders caused by poor handling techniques. Major Injury Back Injuries Leg Injuries Strains and Sprains	Site Staff	4	3	12	See also task specific manual handling assessments. Wherever practicable, avoid need to carry out manual handling (MH) activities (e.g. through design or alternative work methods). Where MH cannot be avoided, use mechanical means to lift and transport items, e.g. fork lift trucks, pallet trucks and sack barrows. Where mechanical means are impracticable, use sufficient persons to lift relevant loads, taking into account load's size, shape and weight. If more than one person is involved, nominate suitable person to control the job. Split materials or items into more manageable sizes, shapes or weights where possible. Workers trained in correct manual handling techniques including team lifting, and need to avoid twisting, stooping or reaching to lift/deposit. Keep access areas clean and clear and adequately lit. Protective clothing and equipment to be worn as required (gloves, safety footwear, etc). Ensure that any sharp edges on the load are protected. Storage arrangements should ensure that the heaviest loads are in the most convenient position i.e. from knee to shoulder range.	4 X 1 = 4 Low Risk			

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0 No injury or illness, no damage	0 No Probability	If the risk can be reduced without any additional resources, it should be reduced, even if it is already at a low level. If the risk is high (ie: greater than 15), you should normally do something to reduce the risk. If you are not sure whether a particular risk should be reduced or not, you should seek advice from your Safety Professional or Line Manager.
1 First Aid injury or illness, minor damage	1 Highly Unlikely	
2 Minor injury or illness. Includes where a person would lose up to 7 days away from work	2 Unlikely	
3 7-Day injury or illness. Where a person would be off work or unable to carry out their normal work duties for more than 7 days	3 Possible	
4 Serious injury, serious illness or serious damage	4 Likely	
5 Fatality or disabling injury/illness	5 Certain	
Risk Rating: 0-25		Risk Classification: 0 – 5 Low Risk 6 – 15 Medium Risk 16 – 25 High Risk

HEALTH, SAFETY & ENVIRONMENTAL RISK ASSESSMENT

Activity:	General Site Working.								
Client / Site Address:									
Date of Assessment:	01/03/2020	Assessor:	S.Wheeler-Osman	Signed:		Review Date:	01/01/2020	Reference:	RA008
Nature of Hazard	Person/Property at Risk	Risk Analysis With Existing Controls			Control/Action Required	Residual Risk Factor (Severity x Likelihood)			
		Severity	Likelihood	Risk Rating					
		0-5	0-5	0-25					
Hazardous substances Injury or Illness depending on substance	Site Staff	4	3	12	Safety data sheets obtained from the supplier/manufacturer of each hazardous substance. COSHH assessments produced for all hazardous substances used or generated on site. All employees required to use hazardous substances are to be made aware of the findings of the COSHH assessments. Suitable personal protective equipment (PPE) to be made freely available to all employees as identified by the COSHH assessments.	4 X 1 = 4 Low Risk			

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		Severity	Likelihood	Risk Rating					
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General Construction Site Dust Dust inhalation causing irritation and longer term health issues. Nuisance and environmental pollution.	Site Staff	4	3	12	Keep work area as dust free as reasonably practicable. Where accumulation of dust has taken place, clean area prior to work commencing. Wet work areas to suppress dust where necessary or use dust-suppression kits where appropriate. Use damping on site roads or regular use of a road sweeper in dry, dusty conditions. Cover, protect or dampen piles of sand or soil to reduce wind-blown dust. Work in well-ventilated area wherever possible. Use forced ventilation where natural ventilation is insufficient to maintain dust at reasonable levels below Workplace Exposure Limit (WEL) (as defined in EH40). Workplace dust must be identified, eg wood, stone, gypsum, etc and referenced in a COSHH assessment. Operatives to wear suitable dust mask (minimum FFP3) as and when required to prevent inhaling dust particles. Operatives face fit tested for the type, make and model of respiratory protection worn. Site Manager/Supervisor to determine when dust levels dictate the wearing of safety glasses to minimise eye injury from flying particles.	4 X 3 = 12 Low Risk			

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		Severity	Likelihood	Risk Rating					
		0-5	0-5	0-25					
Noise General noise produced from construction activities	Site Staff	4	4	16	Reduce the need for the Operative to be exposed to noise. Carry out adequate noise survey to identify significant noise sources and levels of noise/establish noise levels of each item of plant/equipment. Take all reasonably practicable steps to reduce noise at source (regardless of current noise level). Erect adequate signs to indicate areas where noise levels are above 80 dB(A) or 85 dB(A). Provide employees with suitable ear defenders. Inspect PPE regularly and replace when necessary. Provide employees with suitable information, instruction and training regarding health effects of exposure to high noise levels. Establish positive purchase policy favouring quieter equipment. Suitable ear protection must be worn when exposed to high noise levels, even for short durations, e.g. when Stihl/floor saw in use nearby. Where possible, keep a distance of 5 metres or more away from noisy activities such as cutting or breaking out. Ensure no unauthorized personnel or public are within noisiest areas.	4 X 4 = 16 Low Risk			

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Work at Height - general Falls of persons Falls of materials or objects Collapse or overturning of platform Collisions with other objects/vehicles Striking/contact with overhead obstructions or cables	Site Operatives	5	3	15	Avoid working at height unless supervised and it is necessary as part of training. Plan work at height in consultation with anyone who may be affected. Consider event of an emergency, eg facilitating a rescue from height. Avoid work at height: work at ground level as much as possible. If work at height cannot be avoided, prevent falls: use existing permanent place of work and access where possible. If no permanent safe access/workplace: choose suitable access equipment – consider scaffolding, scissor lifts or other access means (as per working at height hierarchy) before ladders/stepladders. If fall cannot be avoided or prevented, minimise the consequences of a fall by using nets, airbags or fall arrest. Only persons specifically trained and authorised may use equipment. Work must be supervised to ensure safe working. Equipment must be regularly inspected and well maintained. Avoid working on or near or across fragile surfaces eg use cherry picker. Only use ladders/stepladders for light work of short-term duration (less than ½ hour). Follow risk assessment and HSE guide on safe ladder use. Wherever possible, segregate working area so that people cannot access beneath the work at height. Do not work alone at height without lone working arrangements.	5 X 3 = 15 Low Risk			

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		Severity	Likelihood	Risk Rating		
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General plant and equipment Incorrect use of machinery Entanglement in dangerous parts of moving machinery Contact with moving parts of machinery Struck by ejected parts/materials	Site Staff	5	3	15	Only use plant/equipment for its intended purpose. Remove defective plant/equipment from service immediately, until repaired/replaced. Operators must be given sufficient information, instruction and training as necessary to ensure the safe use of each item. Prevent unauthorised use where possible (eg remove keys, fit locks, etc) Prevent access to dangerous parts of machinery with fixed guards wherever practicable. Where fixed guards cannot be used, interlocked guards must be used where practicable. Where interlocked guards are not practicable, other safety devices must be used. Where guards fitted, regularly check functionality. Maintain clear access to emergency stop buttons. Service, maintain and statutorily inspect all plant/equipment in line with manufacturers' recommendations, Provision and Use of Work Equipment Regs (PUWER) and IEE 17th Edition wiring regs. Adopt lockout procedure for electrical (and mechanical if appropriate) isolation during maintenance. Display warning signs as appropriate. Provide adequate lighting and adequate space to work. Establish and communicate safe system of work for use, cleaning, maintenance, adjustment, and loading. See each item's risk assessment for noise, vibration, and other specific risks. Supervise visitors at all times.	5 X 3 = 15 Low Risk

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Our Ref Order ID: **SRO15902**
VAT No. : 807 1629 35
Your Ref / PO number : **PRE-1004-5011**
Your VAT REG. No.:



Tax point date: 24 July 2020

Ostin Construction Ltd
41 Nursery End
Stanford In The Vale
Faringdon
Oxfordshire
SN7 8PH

Administration Office:
Considerate Constructors Scheme
PO Box 75, Ware, SG12 0YX
Tel: 01920 485959
enquiries@ccscheme.org.uk
www.ccscheme.org.uk

Proforma Invoice - SRO15902

QTY.	Product	Price	Totals
Shurgard Camden			
1	Site Registration fee including signage	£520.00	£520.00
1	CLOCS Visit including signage	£220.00	£220.00
		NETT	£740.00
		VAT	£148.00
		TOTAL	£888.00

Your order will not be processed until payment has been received

BACS payments to:

HSBC BANK plc
Sort code: 40-23-10
A/c no: 51599267
A/c name: Considerate Constructors Scheme

BACS Reference: SRO15902

Cheques should be made payable to:

'Considerate Constructors Scheme'

Please write 'SRO15902' on the back of your cheque to help us to identify your payment

**To make a credit/debit card payment, please call the CCS office on 0800 783 1423
quoting reference 'Online Order SRO15902'**

Registered Office:
Considerate Constructors Scheme Limited
26 Store Street, London, WC1E 7BT

Company Registration Number: 3465121 England

