

Construction Management Plan

Location: Fredrick Finlay - 2023/92712 at Land adjacent, 36 Oxford Road, Dewsbury, WF13 4LL



| | |
|----------------------|-------------------------|
| Project | Fredrick Finlay |
| Reference | MSM/TOH/001 |
| Client | Thomas Owen Care Ltd |
| Principal Contractor | Ash Martin Construction |
| Date | 01/11/2024 |
| Revision | B |

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1.0 Revision Record

This document shall be reviewed every 1 month as a minimum or when changes affect the details of this Construction Management Plan; this document has been revised as detailed above.

| Reviewed by (name) | Title | Revision | Signature |
|--------------------|----------|----------|-----------|
| Lee Marsden | Director | A | L Marsden |
| Lee Marsden | Director | B | L Marsden |
| | | | |
| | | | |
| | | | |

Construction Phase Plan Circulation

| Company Name | Issued To: | Operation on Site: | Start | Completion |
|----------------------------|---------------|----------------------|-------|------------|
| Thoams Owen Care Ltd | Kevin Martin | Client | | |
| Ash Martin Construction | Ash Goodess | Principal Contractor | | |
| Farrell & Clark Architects | Nick Coopere | Architect | | |
| CSS Structural Engineers | James Boswell | Structural Engineer | | |
| Triangle | Dave Carter | M&E Consultants | | |
| | | | | |
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2.0 Introduction

This Construction Management Plan outlines the arrangements that will be carried out by Ash Martin Construction whilst engaged as the Principal Contractor. The Plan will work in compliance with Construction (Design and Management) Regulations 2015 and will also describe how environmental issues concerning the project will be managed.

The information within this plan has been collated from Pre-Construction Information, Principal Designer supporting documents, Designer Drawings and Risk Assessments as well as site visits. This is a live document that will be reviewed and updated monthly and will be communicated to the Client, Principal Designer, and Contractors.

No works will commence until this plan and suitable welfare are in place and authorised by the client.

The following existing restrictions have been identified from pre-construction and supporting information, such as Designer Risk Assessments and site visits. These will be taken into account throughout the works.

| Existing Hazard / Consideration /Restriction | Notes / Controls |
|--|---|
| Hours of working | 08:00 – 17:00 Monday to Friday 08:30 – 13:00 Saturday |
| Adjacent Buildings – schools, offices,shops, nearby sites etc. | The Client to liaise with existing neighbours re the project key milestones and letter drop all concerned |
| Noise Restrictions | Within working hours as noted above |
| Access Restrictions | Care to be taken during school drop off and pick up times |
| Environmental Considerations such aswatercourses | Refer to Environmental Plan |
| Existing Services – Underground &overhead | None |
| Traffic Systems / Management | Traffic Management Plan to be in place |
| Occupational Health Considerations(Dust, Hydrocarbons etc.) | Majestic Site Management are acting as external H&S Consultants and will focus on Occupational Health issues on site relating to: Noise, Dust, Asbestos Removal, COSHH |
| Lifting Operations | Hi-ab deliveries, forklift truck, crane |
| Haz / Chem Risk | TBC |
| Present land use and Ground Conditions | The site is currently not occupied and was previously used for a tennis and recreation – there has been site investigation carried out and the full report is available on request. |
| Other | |

3.0 Project Details

3.1 Description of Works

The site is a disused tennis / recreational area that had been abandoned for several years and as such has had excessive growth of trees and shrubs, some of which are an invasive species.

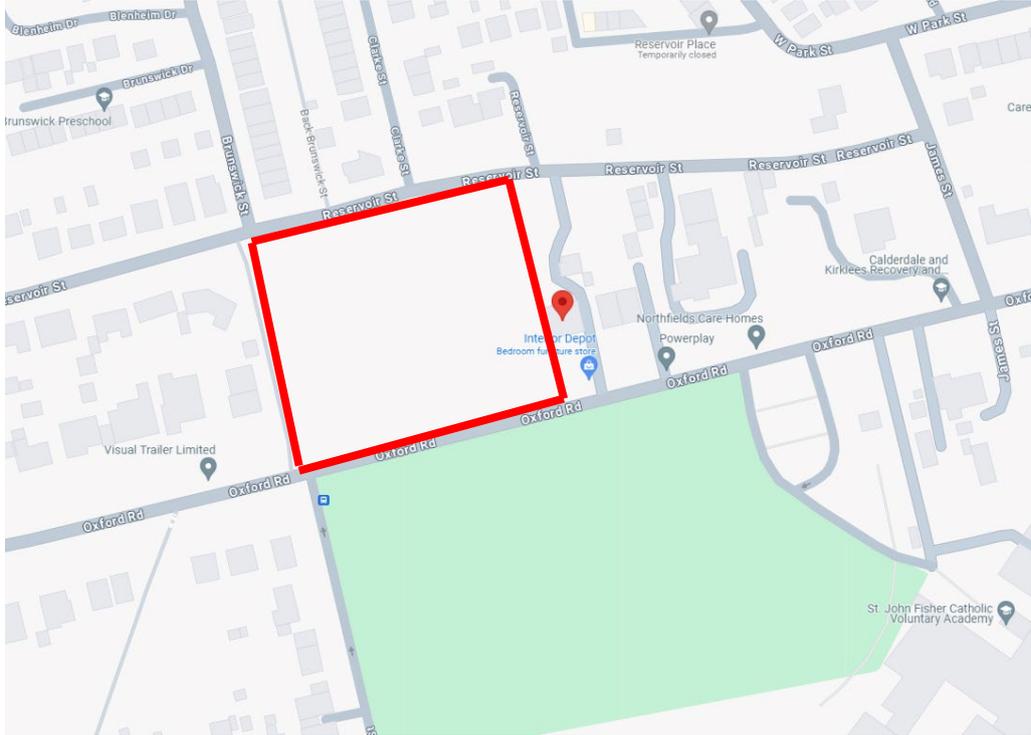
On occupation of the site, it will be made secure to comply with the Construction Design & Management Regulations 2025 and the bell mouth formed at the Oxford Road elevation to allow access to the site for the welfare to be set up and the works to progress.

The works will include the new build of a 40-bed care home and 12 independent supported living units (use class C2) with associated works including the formation of car park and service access all in accordance with Kirklees Metropolitan Borough Council Planning Application No 2023/62/92712/E.

Whilst undertaken these works it is our policy endeavour to;

- Prevent accidents and ill health to our employees, sub-contractors, third parties and members of the public.
- Create a positive health & safety culture and ensure that health and safety is our highest priority.
- Consult and communicate to all those involved in the project and listen when feedback is given.
- Cause minimal environmental impact and damage.

3.2 Site



3.3 Project Duration

| | |
|----------------------|----------|
| Contract Award Date: | |
| Mobilisation Period: | 1 week |
| Contract Start Date: | TBC |
| Contract Duration: | 74 Weeks |

3.4 Contact Details

Client:

| | |
|-------------------|--|
| Client: | Thomas Owen Care Ltd |
| Address: | Thomas Owen House, Lees House Road, Dewsbury, WF12 9BP |
| Telephone number: | 07918 743167 |
| Contact name: | Kevin Martin |

Principal Designer Building Control:

| | |
|---------------------------|---|
| Individual / Organisation | Farrell & Clark Architects |
| Address: | Third Floor, Brodrick's Building, 43-51 Cookridge St, Leeds LS2 3AW |
| Telephone number: | 0113 259 0922 |
| Contact name: | Nick Cooper |

Principal Designer CDM :

| | |
|---------------------------|---|
| Individual / Organisation | Majestic Site Management Ltd |
| Address: | 6 th Floor, Ramsden House, New Street, Huddersfield, HD1 2TW |
| Telephone number: | 01484 426302 /07456722922 |
| Contact name: | Lee Marsden |

Lead Designer:

| | |
|---------------------------|---|
| Individual / Organisation | Farrell & Clark Architects |
| Address: | Third Floor, Brodrick's Building, 43-51 Cookridge St, Leeds LS2 3AW |
| Telephone number: | 0113 259 0922 |
| Contact name: | Nick Cooper |

Principal Contractor:

| | |
|-------------------|--------------------------|
| Organisation: | Ash Martin Construction |
| Address: | 31 Gurnell Avenue, |
| Telephone number: | 07956842812 07918 743167 |
| Contact name: | Ash Goddess |

Structural Engineer :

| | |
|-------------------|---|
| Organisation: | CCS Consulting |
| Address: | XYZ building, 2 Hardman Blvd, Manchester M3 3AQ |
| Telephone number: | 0161 832 2274 |
| Contact name: | James Boswell |

M&E Designer:

| | |
|---------------------------|--|
| Individual / Organisation | Triangle Consulting Engineers |
| Address: | Westgate, Tadcaster, North Yorkshire, LS24 9AB |
| Telephone number: | 0113 2877 222 |
| Contact name: | Dave Carter |

Sub- Contractors:

| Activity | Individual / Organisation | Main Contact | Contact Telephone: |
|----------|---------------------------|--------------|--------------------|
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3.5 F10 Notification



Notification of construction project

Created Date: 18/09/2024

About the location of the site

| | |
|---|---|
| Address of the construction site | 40 OXFORD ROAD, DEWSBURY, WEST YORKSHIRE, ENGLAND, WF13 4LL |
| In which local authority is the site address? | Kirklees Metropolitan Council |

About the project

| | |
|--------------------------------------|--|
| Description of project | New Build: NB - Other |
| Description of the construction work | The works will include the new build of a 40-bed care home and 12 independent supported living units (use class C2) with associated works including the formation of car park and service access all in accordance with Kirklees Metropolitan Borough Council Planning Application No 2023/62/92712/E. |
| No of people on site | 20 |
| No of contractors on site | 5 |
| Start Date | 02/09/2024 |
| Time Allowed by Client (in weeks) | 74 |
| Duration (in weeks) | 70 |

About those involved in the project

| | | | |
|---------|--|-------------|-------------|
| Name | Thomas Owen Care Ltd | Role | Client |
| Email | kevin@thomasowenhouse.co.uk | Tel. Number | 07918743167 |
| Address | 40 OXFORD ROAD, DEWSBURY, WEST YORKSHIRE , WEST YORKSHIRE, ENGLAND, WF13 4LL | | |

| | | | |
|---------|--|-------------|--------------------|
| Name | Majestic Site Management Ltd | Role | Principal Designer |
| Email | lee@majesticsitemanagement.co.uk | Tel. Number | 07456722922 |
| Address | 6TH FLOOR RAMSDEN HOUSE, NEW STREET, RAMSDEN HOUSE 83-101, NEW STREET, HUDDERSFIELD, HD1 2TW, ENGLAND, HD1 2UU | | |

| | | | |
|------|-------------------------|------|----------------------|
| Name | Ash Martin Construction | Role | Principal Contractor |
|------|-------------------------|------|----------------------|

| | | | |
|----------------|--|--------------------|-------------|
| Email | kevin@thomasowenhouse.co.uk | Tel. Number | 07918743167 |
| Address | MR KEVIN MARTIN, ASH MARTIN CONSTRUCTION, 40 OXFORD ROAD DEWSBURY WEST YORKSHIRE WF13 4LL, DEWSBURY, WEST YORKSHIRE, ENGLAND, WF13 4LL | | |

Declaration details

| | |
|---------------------------|---|
| Name | Lee Marsden |
| Declaration | I have been asked by the client to notify on their behalf, and they have confirmed they are aware of their duties |
| Date | 18/09/2024 |
| Confirmation Email | lee@majesticsitemanagement.co.uk |

Client Signature (Can be used for your own records, ONLY if required)

Declaration (as stated above)

Name:

Declaration Signature:

Date:

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4.0 Health & Safety File

The project Health and Safety file is to be developed in accordance with the Construction (Design and Management) Regulations 2015 and based on information supplied by the Client, Designers and Contractors throughout the project.

The Health and Safety file contains project information for the client/end user focused primarily on health and safety when dealing with maintenance, repair or construction works carried out to the premises. This file must be issued to the client in completion of the project.

5.0 Existing Conditions

5.1 Current Operational Use

The plot is currently overgrown and unoccupied.

5.2 Commercial and Residential Neighbours

There are residential neighbours to the north, east and west of the site and a school with playing fields to the south on the main Oxford Road. The client will communicate, via letter drop, to all neighbours, outlining the project details along with key milestones. In addition to this it will be communicated to all the site team to ensure deliveries are kept outside of school drop off and pick up times. Safeguarding of the school pupils must be considered at all times. Pru Martin will be the dedicated Resident Liaison Officer and may be contacted on 07918 743168

5.3 Existing Buried / Overhead Cables

| Utility Provider | Are Known Services Present | Location |
|---------------------------|----------------------------|----------|
| Northern Powergrid | | |
| Yorkshire Water | | |
| BT Openreach | | |
| Northern Gas Networks Plc | | |
| Other | | |

5.4 Ground Conditions

A Phase 2 Ground Investigation Report has been carried out by Abbeydale Building Environment Consultants, report No: 574017-GI. This report is available on request and forms part of the Health & Safety File.

6.0 Traffic Management Plan

Due to the school traffic constraints the new bell mouths on Oxford Road and Reservoir Street will be formed during the Christmas school shutdown, this will enable a one-way system in and out of site, until then all traffic will enter site via Reservoir St avoiding the school traffic.

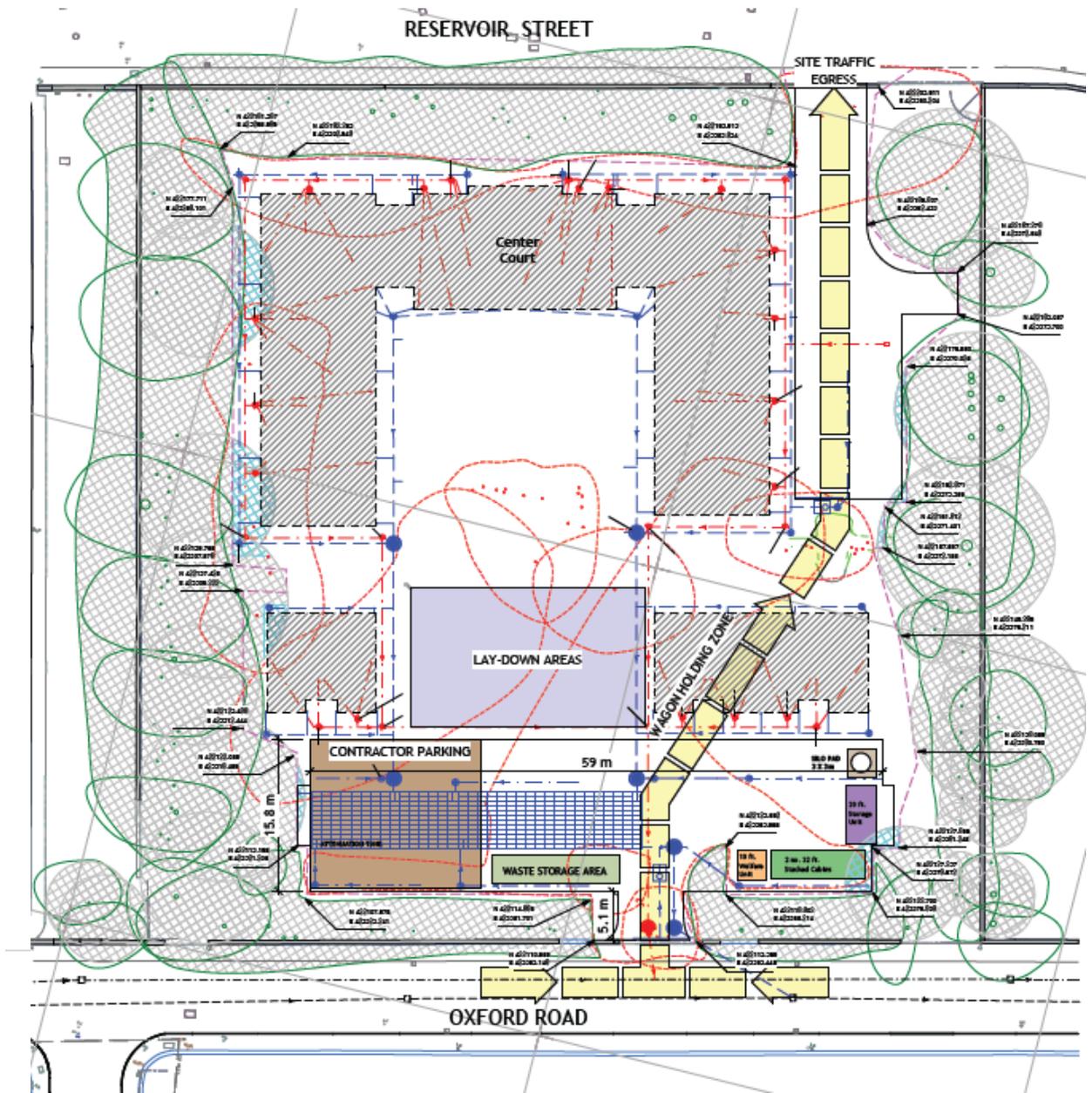
The site will benefit for segregated pedestrian and vehicle movement which will be well signed and lite, "Caution Site Entrance" signs will be displayed in both directions from Oxford Road and Reservoir Street.

The site has now benefited from a hard standing for circa 30 cars and vans for workers and visitors and has had road plannings laid for vehicle movement to mitigate dust and mud transfer to the main carriageways.

Just in Time deliveries are to be arranged during the project and vehicles will access the site via the M62/M1 and A road. As above the site now benefits a good hardstanding for movement and loading / offloading areas.

In order to prevent mud and debris being carried onto the highway the Site Manager will carry out regular inspections of the surrounding roads to ensure that they are kept clean. These inspections will be recorded and kept in the site office within the Site Compound.

The Traffic Management Plan will be reviewed and if necessary amended on a monthly basis.



7.0 Information for Sub-Contractors

7.1 Screening process

Ash Martin Construction will subject all sub-contractors, engaged either directly or via the client, through their own internal processing systems to verify all their Health & Safety, Environmental, Insurance, Quality and Contractual procedures, prior to commencing work on site.

During the tendering process the requirements for Operation and Maintenance manuals, Quality Assurance, as built drawings, and technical supporting information for materials and components will be provided to each sub-contractor to ensure that they have allocated enough resources for these items within their tender bid.

7.2 Designer Information

The sub-contractors shall receive all the appropriate design risk assessments and control measures identified to aid the preparation of RAMS and safe systems of work.

All relevant drawings will be made available for review and comment with a live drawing register to made available throughout the project duration.

7.3 RAMS Submission

Sub-contractor RAMS are to be submitted a minimum of one week prior to any works commence and must be signed off as approved by Ash Martin Construction before any works can commence. These need to be reviewed every six weeks and updated, if necessary, to suit the task in hand.

7.4 Site Inductions

All personnel attending site must complete a site induction and a relevant CSCS card associated with the works to be carried out.

8.0 Communication, Cooperation and Coordination

8.1 The Construction Programme

The master programme will be issued prior to commencement and must be adhered to by all parties involved with the project. If this is to be amended / updated, then it must be re-issued as soon as possible. The master programme will set out the sequence and logic in which the design and works are to be undertaken in a safe and practical manner.

8.2 Project Meetings

| Type of Meeting | Purpose of Meeting | Participants of Meeting | Frequency of Meeting |
|---|--|---|-------------------------|
| Pre-Start | Plan commencement, confirm safety requirements, programmeworks, A.O.B | Ash Martin Construction / Sub-Contractors | Pre-commencement |
| Sub-Contractor Progress Meeting | Plan and Co-ordinate | Ash Martin Construction / Sub-Contractors | Monthly |
| Sub-Contractor Health and Safety Meeting | Review Performance, Set Goals | MSM / Sub-Contractors | Monthly |
| Team Safety Meeting | Review Site Safety Issues | Ash Martin Construction | Weekly |
| Welfare Meeting | Review Site Facilities / Issues | Ash Martin Construction / Sub-Contractors | Monthly |
| Design Meeting | Review and close out of RFI's etc | Ash Martin construction/ All Designers / MSM | Monthly |
| | | | |

If applicable to the project the below meetings will take place with documented minutes to be distributed and saved for the project duration.

8.3 Toolbox Talks

Site Toolbox Talks are to be conducted by each sub-contractor at a frequency agreed in the pre-start meetings. The purpose of which is to reinforce and communicate Health and Safety issues, in particular pertaining to the task in hand. Evidence of delivery must be recorded and submitted to Ash Martin Construction for their site records.

8. Client and Third-Party Consideration

Communication and cooperation with the client and third parties will be maintained at all times during the project.

9.0 Project Specific Health & Safety Risks

9.1 Construction Phase Hazard Identification and Risk Assessment

During the Construction Phase each sub-contractor shall be required to identify additional significant hazards and prepare Risk Assessments and Method Statements for each work activity. These will be reviewed by Ash Martin Construction who may require additional provision. Copies of all sub-contractor Risk Assessments and Method Statements will be maintained within the Project Office.

9.2 Control of Substances Hazardous to Health (COSHH)

Where harmful substances cannot be substituted with less harmful substances, each sub-contractor will be required to maintain and issue a register containing all harmful substances that they intend to use on this project.

For each hazardous substances identified the sub-contract responsible shall produce a task specific COSHH risk assessment based on the information in the material safety data sheet for the substances. These will be maintained with the sub-contractor's office and the COSHH of inventory of substances on site to be issued to Ash Martin Construction, with up to date copies held in the project office.

Each COSHH Assessment and Material Data Sheet shall be reviewed by Ash Martin Construction. Where possible alternative solutions will be offered to minimise and reduce the risk to health and the environment.

When using Hazardous substances the sub-contractor must provide evidence that the findings of each COSHH Assessment has been communicated to their operatives and those affected by the use and all operatives are required to sign confirmation that they have read and understood the precautions and Method Statements for that job.

Sub-contractors will ensure the correct PPE has been issued and will ensure that it is correctly used.

Additional attention and control measures shall be given to the use of the following substances / activities to reduce the risks to the health and safety of third parties and other operatives.

COSHH storage facilities and areas are to have barriers and signage advising others of the area, all areas must be agreed prior to works commencing

9.3 Distribution and Storage of Material

Sub-contractors must liaise with Ash Martin Construction regarding the use, distribution and storage of hazardous substances on site and must follow manufacturers / supplier's instructions / guidance on how to handle and store etc. Where oxidising substances or flammable products can react then the preferred option is to only have minimum stocks which are correctly stored on site but where possible remove the product from site at the end of the working day.

Suitable and sufficient storage locations to be agreed with Ash Martin Construction prior to the works commencing.

9.4 LPG – Storage and Use

Where practicable LPG and highly flammable liquids shall be removed from site every night by the sub-contractor using them. Only in extreme situations will LPG or highly flammable liquids be permitted to remain on site overnight and then in correct storage containers away from the buildings, structures and other stored combustible materials. Where LPG and highly flammable liquids must be stored it shall be stored in a secure well-ventilated cage away from buildings and project offices, and also kept separated from other materials. Additional warning signs will also be put up to warn operatives of the risks. Suitable firefighting equipment must be positioned with LPG storage and where it is used.

When not in use LPG Cylinders shall be kept in their storage areas, this includes empty cylinders.

The use of LPG will be under strict control and subject to agreed Method Statements and Risk Assessments. Empty cylinders must be disposed of by the sub-contractor appropriately.

9.5 Storage of Fuels, Oils and Chemicals

Fuels, oils and chemicals shall be stored away from drains and watercourses, to prevent them from entering the water table through accidental spillage.

Environmental procedures must be adhered to in the event of a spillage.

They will also be stored away from buildings, structures and materials that will burn in well-ventilated areas. Consideration of the fire risk will need to be developed in the Project Fire Plan

In addition, all fuels, oils and chemicals will be stored in specific bunded areas (110% of the total volume of the contents) or in double skinned containers which are secure and safe from accidental damage and vandalism and shall have a spill kit located close to them.

9.6 Adverse Weather Conditions

When adverse weather occurs Ash Martin Construction will walk the site to assess suitability of access / egress routes and working conditions before opening the areas to contractors.

Hazard reduction methods will be implemented and Ash Martin Construction will close areas and routes if needed before work commences.

9.7 Control of Waste and Disposal Procedures

As part of Ash Martin Construction Environmental Policies where possible all waste materials should be reduced, re-used, or recycled. Under Section 34 of the Environmental Protection Act, all producers of waste have a 'Duty of Care' to ensure that waste does not escape their control and is dealt with properly.

A recognised waste carrier will be used and where possible all waste will be segregated for recycling. The segregation of waste into different waste streams will, where practicable, assist in recycling. Details of the authorised and licensed waste carriers being used on this project by both Ash Martin Construction and all sub-contractors can be obtained on request to Ash Martin Construction.

9.8 Sub-Contractors Waste

All waste being removed from site by sub-contractors must be documented and a waste transfer note issued to Ash Martin Construction.

9.9 Security Arrangements

The site benefits from well-established trees and bushes to all four elevations which, as part of the planning conditions will be retained. As part of their root protection Heras fencing will be erected around these which will also act as the site boundary security.

The site will be adequately lit with lighting facing inwards and appropriate signage throughout the site and along the permitter boundaries.

A monitored CCTV system will also be in place during in working hours.

9.10 Plant

The following items of plant have been provided for common use, to assist in material delivery and as means of access and egress:

- 8T tracked excavator
- 6t dumper
- Telehandler

These items of plant will only be operated by a trained person i.e. by a person who holds a valid CPCS card, evidence of training / competence must be submitted to Ash Martin Construction

A record of all items of plant listed above brought onto site, together with details of their operators, will be maintained and evidence of periodic checks from plant hirers that the plant has been adequately maintained will be obtained and maintained on site.

All plant **shall** be regularly maintained.

9.11 Sub- Contractor Plant and Machinery

Plant and Machinery

Plant and Machinery to be supplied by the sub-contractor will be properly selected, considering the task to be carried out, the Safe Working Loads and Logistics of the site, correctly used by trained, competent and authorised personnel only, and maintained.

Plant will only be operated by a trained person i.e. by a person who holds a valid CPCS card, evidence of training / competence must be submitted to Ash Martin Construction.

ALL Plant shall have a current test certificate or PAT test certificate (including extension leads) and will be required to be re-tested every 3 months (PAT test) or to the current testing regulations.

All certificates must be kept by the sub-contractor and all these items will be logged onto the Sub-contractors Plant Inspection sheet.

Each sub-contractor must issue to Ash Martin Construction the weekly plant checklist and this must be signed by the sub-contractor to confirm all plant has been visually inspected.

Any plant which does not currently hold a valid certificate cannot be used on this site and should be removed from site immediately.

Plant Operators Certificates

All Plant Operators certificates and training certificates shall be issued to Ash Martin Construction by the sub-contractor and these will be logged onto the Plant Operators sheet. Only those listed on this document can operate Plant on this site and only the plant associated to their current certificate.

Appointment to “Abrasive Wheels” & “Approved Users of Cartridge Tools”

Register

All operatives who will be changing Abrasive Wheels or using Cartridge Tools must be competent to carry out their duties and hold a current certificate of training completed. A register will be compiled, and all certificates of training must be kept by each sub-contractor.

Each sub-contractor must issue this register when any changes occur (new operatives on site).

THE PROVISION AND USE OF WORK EQUIPMENT REGULATIONS 1998

APPOINTMENT OF PERSONS TO MOUNT ABRASIVE WHEELS (other than mounted wheels or points) and operate cartridge fixing tools once trained by authorised person/manufacturer.

‘ABRASIVE WHEEL’ means:-

a wheel, cylinder, disc or cone which, whether or not any other material is comprised therein, consists of abrasive particles held together by mineral, metallic or organic bonds whether natural or artificial;

a mounted wheel or point and a wheel or disc having in either case separate segments of abrasive materials;

a wheel or disc made in either case of metal, wood, cloth, felt, rubber or paper and having any surface consisting wholly or partly of abrasive material; and

a wheel, disc or saw to any surface of any of which is attached a rim or segments consisting in either case of diamond abrasive particles.

NOTES TO PART 1 OF THE REGISTER:-

No person may mount an abrasive wheel unless, in respect of each class or description of abrasive wheel they will mount, the person to be appointed has had sufficient and suitable instruction, training and holds a current certificate and is also competent to carry out the duties.

Ash Martin Construction are required to record the appointment by means of signed and dated entry onto the Abrasive Wheel Register form

Ash Martin Construction may revoke an appointment at any time by a signed and dated entry in the Register and notification to operative and their company. All practicable steps shall be taken by the appointed person to ensure that any abrasive wheel used is suitable for the work; and the maximum permissible speed in revolutions per minute is clearly marked on the abrasive wheel and shall not be exceeded.

A record of training in the safe mounting of abrasive wheels will be kept by Ash Martin Construction in the Project Office.

9.12 Lifting Equipment and Lifting Operations (LOLER)

Other than contracted lifts, all lifting operations are to have a suitable lift plan in place and a LOLER register is to be maintained and kept by Ash Martin Construction within the project office.

9.13 Temporary Services

| Type of Service | Location of Service |
|-----------------|---|
| Electric | Power to welfare to be deigned if not using a generator, and registered in Temp works folder. |
| Water | Water to welfare to be deigned and registered in Temp works folder. |
| | |

All electrical supply installations shall comply with the current BS7375 Distribution of Electricity on Construction & Demolition Sites and BS7671 IEE Wiring Regulations and Electricity at Work Regulations.

All portable electrical equipment and tools used on this project shall be 110v, and PAT tested (every 3 months). All electrical equipment will be subject to planned maintenance and inspections by a competent electrician:

Suitable and sufficient lighting will be provided to common and access areas

Sub-contractors will be expected to provide additional task lighting if required.

9.14 Scaffolding

Fixed Scaffolding

All fixed scaffolding provided shall be erected, altered or dismantled by trained and experienced persons under competent supervision. The Scaffolding Company shall be required to issue a handover certificate, to confirm a competent installation. The handover certificate will be kept on site.

From the day of handover, weekly inspections will then be undertaken and recorded by a competent person. Records will be maintained on site. An inspection will also be undertaken and recorded after the scaffold has been adapted and altered. Only competent persons must alter and adapt scaffolding.

| Scaffold Inspection Carried Out By | |
|------------------------------------|---------|
| Name | Company |
| TBC | |
| | |
| | |

Mobile Towers / Podium Steps

All sub-contractors bringing Mobile Scaffold Towers / Podium steps onto site shall ensure that they are:

- Erected by a trained and competent person
- Erected in accordance with the manufacturers' recommendation and Method Statement
- Inspected and regularly maintained.
- Scaffold Tagged
- Weekly checked by a competent person and signed off as ok to use

Important: Step ladders (not Domestic) or alternatives may be used ie, hop-up where it is impractical to use a mobile tower / podium and a Risk Assessment shall demonstrate why an alternative for the particular task is required.

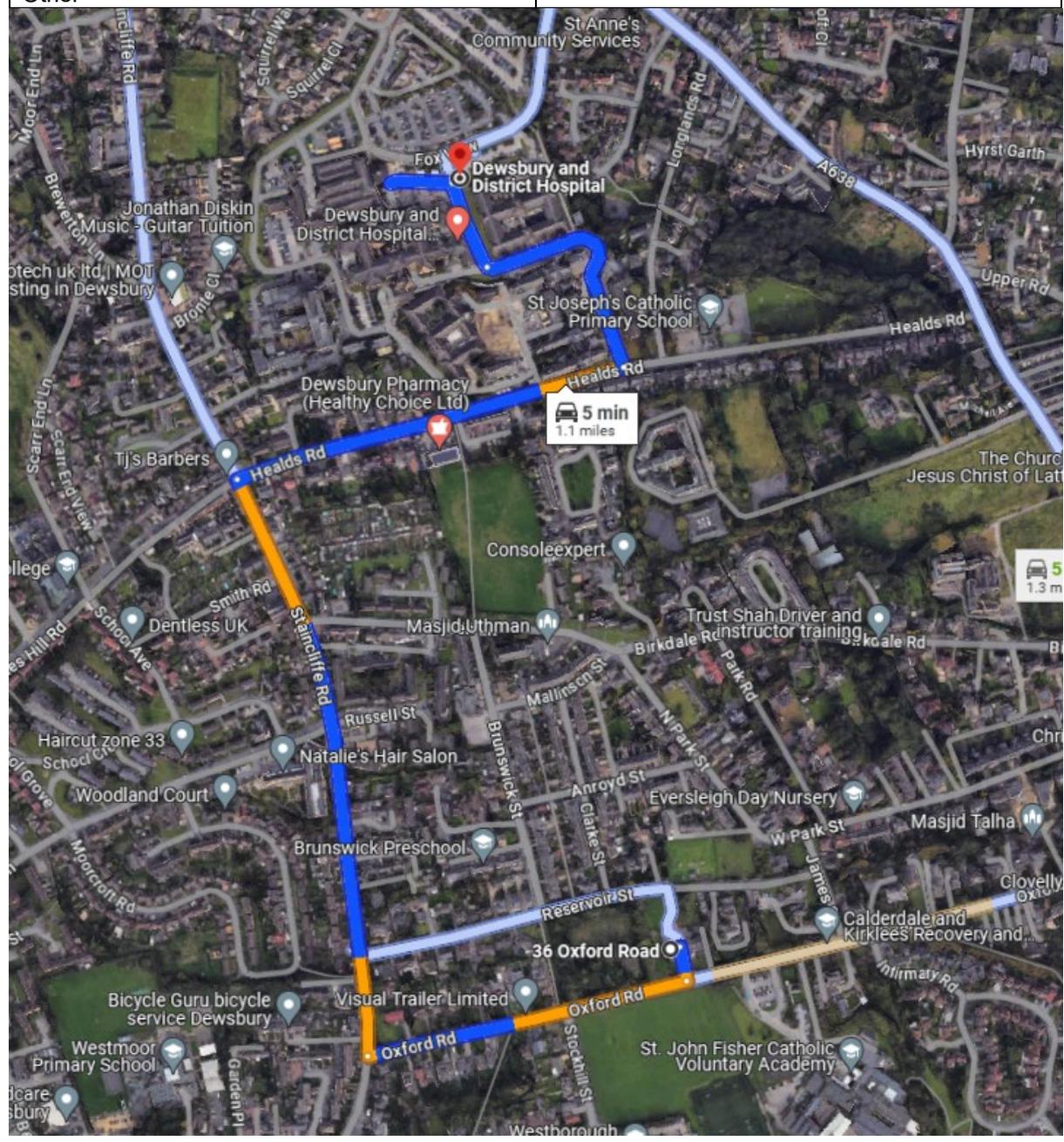
9.15 Temporary Works

The Client will ensure that sub-contractors specialising in Temporary Works management will appoint a competent Temporary Works Supervisor in writing to ensure all aspects of these activities are undertaken safely and they will also be required to issue Method Statements & Risk Assessments for these works.

10.0 Emergency Procedures and Plans

Emergency Numbers

| Service | Telephone |
|---------------------------------------|-------------------------------|
| Ambulance | 999 or 101 |
| Fire / Rescue | 999 or 101 |
| Police | 999 or 101 |
| Local Hospital | Dewsbury Hospital |
| Local Hospital Address | Halifax Rd, Dewsbury WF13 4HS |
| Telephone Number | 01924 541000 |
| Environmental Emergency Response Team | 0800 80 70 60 |
| Other | |



The Following personnel must be contacted in the event of an accident / incident/ near mis or emergency

| Name | Position | Contact Number |
|--------------|------------------------------------|----------------|
| Lee Marsden | Director – External H&S Consultant | 07456 722 922 |
| Ash | Principal Contractor | 07956842812 |
| Kevin Martin | Client | 07918743167 |

First Aid

The below personnel are qualified in the three-day First Aid at Work Cse

| Name | Expiry of Certificate | Contact Number |
|-------------|-----------------------|----------------|
| Lee Marsden | May 2025 | 07456722922 |
| | | |
| | | |

The first aid box will be kept onsite at all times. All injuries must be reported to Ash Martin Construction.

Fire Plan, Fire Strategy, Fire Evacuation

The Regulatory Reform fire safety order 2005 requires Fire Risk Assessments to be undertaken. Additional Fire Certificate application for certain temporary buildings at construction sites is required; see Fire Precautions (Workplace) Regulations.

ALL CONTRACTORS MUST COMPLY WITH THE FIRE AND EMERGENCY PROCEDURES. THESE PROCEDURES WILL BE COMMUNICATED TO ALL CONTRACTORS DURING THE INDUCTION PROGRAMME.

Ash Martin Construction will ensure that:

A record is kept of persons on site;

Where it is essential that the Client's staff visit the work site they must be booked in and out using the site visitors book. Sufficient emergency exits and escape routes are provided, kept free from obstruction; and Induction training is carried out for all visitors to ensure they are aware of the emergency arrangements.

The approved method of raising the alarm in the event of an emergency is: Fire Horn.

Fire extinguishers will be stationed near to access and egress points and there will be 1 water at each point and will be 'ticketed' in date for use.

Should a fire or emergency occur summon the emergency services. Dial **999** from any internal phone / mobile.

The assembly point for fire will be confirmed by Ash Martin Construction on the first day of the construction phase.

Ash Martin Construction will ensure the emergency services are informed of any emergency situation. No hot works are permitted without the express permission of Ash Martin Construction and the issue of an appropriate Hot Work Permit. Whilst hot works are being carried out, there will be one person working and one person on fire watch. The minimum duration of any hot works fire watch is ONE HOUR, extending to TWO hours at the completion of a shift.

11.0 Accidents and Near Miss Reporting

Accidents

All accidents (no matter how small) that occur on this site to operatives and visitors must be reported to Ash Martin Construction, this information is relayed to all personnel in their Induction.

The aim of all investigations is to find the root cause of the accident or incident and put adequate controls measure in place to close out the accident or incident when the actions taken to prevent a reoccurrence have been implemented.

NOTE: Any person requiring further attention which does not require the ambulance service they must be accompanied by their works supervisor. All travel must be arranged by the sub-contractor's employer and not Ash Martin Construction.

Near Miss

All Near Misses must be reported to Ash Martin Construction where necessary with written information for RIDDOR when there has been a reportable accident or dangerous occurrence.

12.0 Welfare

A site office and welfare will be hired in for the duration of the project and made available to all those working and visiting the site.

All welfare facilities provided will be in accordance with the CDM Regulations and Food Hygiene Regulations where applicable and be cleaned and always maintained.

13.0 Training and Information of Site Personnel

Inductions

Induction training shall be provided to everyone wishing to work and visit this project. Refresher induction training shall be provided if site conditions change sufficiently.

Those persons visiting the site and not undertaking specific work tasks shall be always escorted by a company representative.

Training

Ash Martin Construction are to check the relevant training from the sub-contractors and ensure that the correct qualifications and cards are held for the specific project tasks. Sub-contractors are to produce their training matrix on request from Ash Martin Construction.

Young Persons

Specific Method Statement & Risk Assessments must be completed for any Young Person wishing to work on this project.

Ash Martin Construction are to assess works to be carried out prior to operative being on site.

14.0 PPE Requirements

All Staff, personnel, operatives and visitors to this site **shall** be required to wear the following PPE at all times:

Safety helmets to BS EN397 ('Bump Caps' not acceptable)

Safety footwear with reinforced toe caps and mid sole BS EN 345

High visibility vests to BS EN471

Hand & Eye Protection (in accordance with their specific Method Statement and Risk Assessment requirements for this project)

Visitors are to ensure they bring their own PPE

Sub-contractors shall be responsible for issuing their own employees with PPE.

All sub-contractors working on this site shall provide their operatives with (as a minimum) Safety Helmets, Safety Footwear and High Visibility Vests, unless a Risk Assessment states otherwise, to the standards set out above.

Any additional PPE required shall be identified on each sub-contractors Method Statement and Risk Assessment, when this is the case the sub-contractor shall ensure that the additional PPE identified is provided to each operative, used correctly and stored and maintained in accordance with the manufacturers recommendations.

14.1 Noise, Dust & Vibration

14.1.1 Noise Control Measures

To mitigate noise pollution and its impact on nearby communities, employees, and wildlife, we commit to the following measures:

- **Noise Monitoring:** Regular noise level assessments will be conducted to ensure compliance with local authority guidelines and reduce the impact on surrounding areas.
- **Equipment Maintenance:** Only well-maintained and modern equipment will be used to minimise operational noise. Where possible, noise-dampening technology will be employed.
- **Working Hours:** Noisy activities will be scheduled during approved working hours to limit disturbance to neighbours.
- **Training and Awareness:** All site operatives will receive training on best practices for noise reduction, including proper handling of tools and machinery.
-

14.1.2 Dust Control Measures

To minimise dust emissions and protect air quality, we will implement the following practices:

- **Dust Suppression:** Water suppression methods and dust control equipment (e.g., barriers and screens) will be used on high-dust activities such as cutting, grinding, and excavation.
- **Vehicle Management:** Vehicles will use designated pathways to reduce dust generation, and wheel-wash stations will be provided at site exits to prevent dust from spreading.
- **Regular Sweeping and Cleaning:** Site surfaces will be routinely cleaned and swept to minimise dust build-up.
- **Monitoring and Compliance:** Dust levels will be regularly monitored, and corrective action will be taken if thresholds are exceeded.

14.1.3 Vibration Control Measures

To limit the impact of vibration on surrounding properties and site workers, we will employ the following strategies:

- **Low-Vibration Equipment:** Use of modern, low-vibration machinery will be prioritised wherever possible.
- **Monitoring and Assessment:** Regular vibration monitoring will be conducted, especially near sensitive areas, to ensure compliance with safety guidelines.
- **Work Scheduling:** Vibration-intensive tasks will be scheduled to minimise disruption, particularly in sensitive locations.
- **Communication with Stakeholders:** Nearby residents and businesses will be informed about potentially disruptive activities and our mitigation plans.

14.2 Site Hours

The sites normal working hours will be as follows:

| Day(s) | Working Hours |
|-----------------|-------------------|
| Monday - Friday | 08:00 – 17:00 Hrs |
| Saturday | 08:30 – 13:00 Hrs |
| Sunday | No Works |
| Bank Holidays | No Works |

If it is agreed that working outside these hours is required, it must be ensured that any potential noise related issue has been discussed and agreed with the relevant party, e.g. Local Authority, Local Residents, and the client.

15.0 Information for the Principal Designer

Ash Martin Construction will agree with the Principal Designer what information is required for the Health and Safety File at the early stages of the project. This will be communicated to each sub-contractor as soon as they are appointed where practical.

As a minimum the Principal Designer shall be provided with the following information:

- A description of the works carried out.
- Residual hazards and how they have been dealt with (for example asbestos, buried services, contaminated land).
- Key structural principals incorporated in the design of the structure (e.g. bracing) and safe working loads for floors and roofs.
- Hazards associated with the materials used (e.g. hazardous substances, lead paint etc.).
- Information regarding the removal or dismantling of installed plant and equipment.
- Health and Safety information about equipment provided for cleaning or maintaining the structure.
- The nature, location and markings of significant services, including fire-fighting services and equipment.
- Information and as built drawings of the structure, its plant and equipment.

16.0 Arrangements for Monitoring

Whilst it is recognised that all employees have a responsibility for reporting health and safety matters it is essential to have a formal system of monitoring to evaluate performance. Therefore, the following arrangements will be in place;

Monitoring of site activities [including sub-contractors] is undertaken as follows:

- All sub-contractors Supervisors are to conduct an informal daily inspection of workplaces.
- Ash Martin Construction will conduct an informal inspection of all areas of the site daily with a formal recorded inspection being undertaken on a weekly basis.
- Ash Martin Construction will monitor that the inspection regime is being carried out during each site visit.
- Ash Martin Construction will agree a monitoring regime with the construction team. As a minimum a formal reported site inspection will be conducted weekly, further visits will be conducted as deemed appropriate.

17.0 Additional Information

17.1 Remediation Strategy

The Phase II Intrusive Site Investigation survey undertaken by Abbeydale Building Environment Consultants with their subsequent Ground Investigation Report: 574017-GI (Dated January 2024), found the site to be in very good condition in all analysed areas, with the exception of ground gases, which they deemed posed a **low** risk potential.

Ground Gases

As per the recommendations of the Investigation Report, the risk classification for ground gases has been increased to CS2, with an associated low risk potential from ground gases.

In accordance with BS8485:2015, gas protection measures will be incorporated into the design of the proposed new buildings to meet a minimum gas protection score of 3.5 points, and will consist of at least 2 different elements. These being a barrier slab (cast in-situ RC ground bearing slab) and a ventilated gas membrane.

Invasive Species

Whilst no obvious signs of potential invasive plant species were noted during the examination of the vegetation in and around the site for the Phase II Intrusive Site Investigation, Brooks Ecological noted Locust tree and Cotoneaster during their on-site survey for the AIA and CEMP. Below are their findings along with their recommended remediation, which will be followed in line with the CEMP.

Invasive Non-Native Species (INNS)

Locust tree (Robinia pseudoacacia) and Cotoneaster spp. were identified on-Site during the PEA. The following recommendation was made: 'INNS should be removed and disposed of appropriately to minimise the risk of offences.'

Control 5: INNS Disposal

With regards to cotoneaster, ornamental shrub beds will be cleared by a suitably qualified contractor and arisings disposed of, or destroyed, following best practice guidelines. If removed from the Site for disposal, cotoneaster plants would be classified as a controlled waste due to their listing as a non-native weed on Schedule 9 of the Wildlife and Countryside Act.

Avoiding removal as waste is recommended, and the on-Site destruction of plants by burning or chipping is recommended as part of site clearance. This will adequately mitigate the risk of further spread within or from the Site.

Unexpected ground conditions or unidentified contamination

Remediation of the site shall be carried out and completed in accordance with this Remediation Strategy. In the event that remediation is unable to proceed in accordance with this Strategy, or any unexpected ground conditions or signs of potential unidentified contamination are encountered during earthworks, then further geo-environmental advice will be sought, and additional risk assessment undertaken as required to assess the potential risks to future receptors. At this point all groundworks in the affected area (except for site investigation works) will cease immediately and the Local Planning Authority shall be notified in writing within two working days. Works shall not recommence until proposed revisions to this Remediation Strategy have been submitted to and approved in writing by the Local Planning Authority. Remediation of the site shall thereafter be carried out in accordance with the approved revised Remediation Strategy.

17.2 Drainage Strategy

All existing drainage networks within the development area are to be maintained during construction. The pipe network, cellular units, flow control chamber and pollutant control chamber are to be the first part of the drainage network to be built. This will ensure that the surface water discharge is suitably restricted without pollutants or flooding and silt busters will be used to aid this. Information can be found in the Surface Water Management Report either on the KMBC planning portal or PCI folder.

