

PELLIKAAN CONSTRUCTION LTD

CONSTRUCTION PHASE PLAN

FOR WORK AT

**East Wing Car Park
Bythesea Road
Trowbridge
BA14 8JJ**

For

Wiltshire Council

Prepared by



Issue: Seven

CONSTRUCTION PHASE PLAN AMENDMENT SHEET

Record of Amendments

Issue No.	Date	Index Ref.	Brief Description of Amendment
One	15/07/24		First Issue
Two	09/08/24		Updated parties to the project and PC project team.
Three	05/11/24		Additional Arrangements added – 3.19 to 3.24
Four	01/04/25		Update following AL email
Five	01/05/25		Update to site set up plan and minor changes as per AL and TH emails
Six	18/06/25		Ongoing Remedial/Decommission works
Seven	14/11/25		Updated Layout and Items with Progress of Works (Envelope)

<u>Distribution</u>	<u>Purpose of Issue</u>	<u>N° of Copies</u>
Principal Contractor	On-site Management	Electronic

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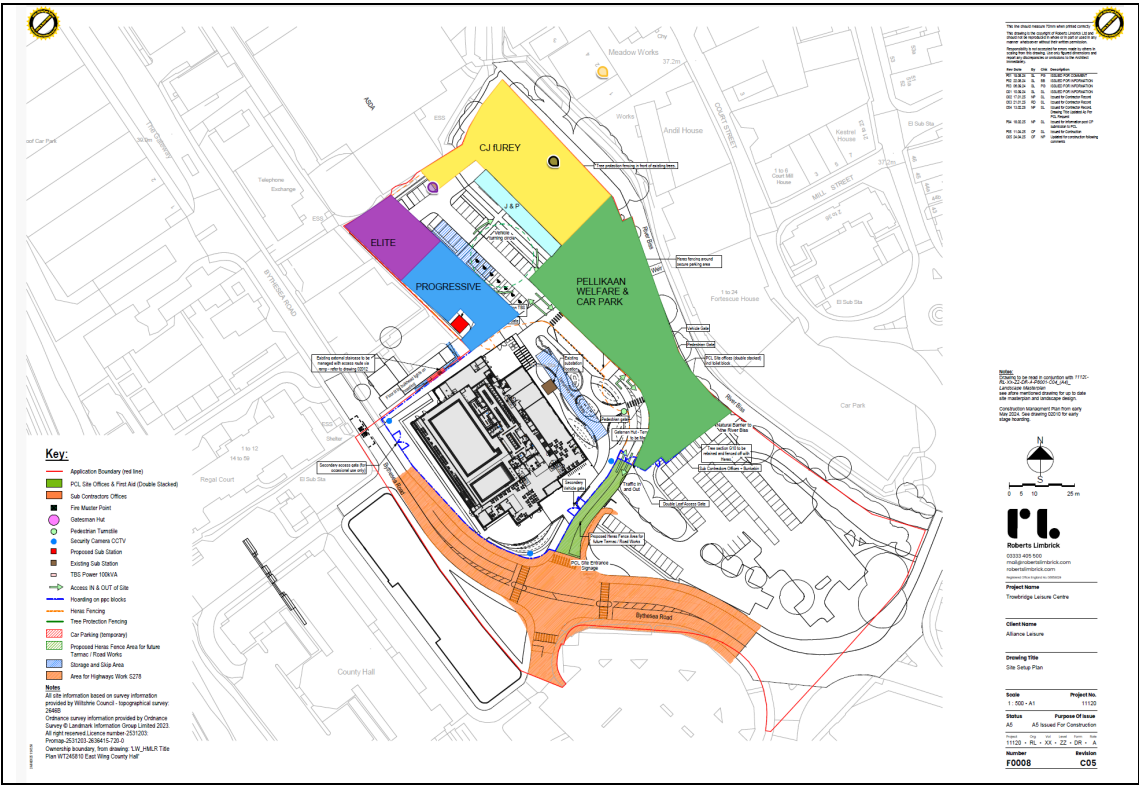
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1. DESCRIPTION OF PROJECT

1.1 Location of the Project

East Wing Car Park
Bythesea Road
Trowbridge
BA14 8JJ



1.2 Description of the Project

The project brief is to deliver a modern, sustainable leisure facility that meets the needs of the local community. This includes the provision of water space to replace the existing ageing facilities in the area as well as providing additional facilities on an existing Brownfield Industrial Site. The brief accommodation requirements are:

- Reception;
- Café (up to c.60 covers);
- Separate reception / cafe servery counters;
- TAG Adventure Play;
- 6-lane, 25m pool with easy going steps and Pool
- Pod;
- Spectator viewing for 150 people;
- Learner pool with full width easy going steps;
- Associated pool stores;
- First aid room;
- Changing village (including 2no. group change);
- c.600m2 fitness gym for c.120 occupants;
- One 30 person and one 25 person exercise studio
- Livewell suite;
- Group cycle studio for 20 people;
- Community meeting room;
- Fitness and studios dry changing facilities; and
- Turnstiles, stairs and lifts.
- Reconfiguring of car park areas
- Service Yard
- Soft Landscaping

1.3 Timescale

The works are programmed to commence during 07/04/25 with an estimated project completion of 80 (October 2025) weeks.

1.4 Key Parties to the Project

Party	Organisation Name	Contact Name/s	Telephone No/s	Email
Client	Wiltshire Council	Dan Webb		Dan.webb@wiltshire.cov.uk
Principal Designer	Greenwood Projects	Stef Calabrese	01905 26479	Stef.Calabrese@greenwoodprojects.com
Principal Contractor	Pellikaan Construction Ltd	Gert-Jan Peeters	07825 612 576	GJPeeters@pellikaan.com
Architect	M P Planning	Nathan McLoughlin Joe Seymour	0773 682 1475 07810 320 235	nathan.mcloughlin@mplanning.co.uk joe.seymour@mpplanning.co.uk
Structural Engineer	Stantec	Roger Bareham Callum McMillan	07748846657	roger.bareham@stantec.com callum.mcmillan@stantec.com
Civil Engineer	Stantec	Alastair Todd		alastair.todd@stantec.com
MEP Engineer	Stantec	Adrian Morawski Subin Varhese Priscilla Chan		adrian.morawski@stantec.com subin.varghese@stantec.com priscilla.chan@stantec.com

Geo Engineer	Stantec	Simon Calkin		Simon.calkin@stantec.com
Flood Risk Engineer	Stantec	Amelia Vale		Amelia.vale@stantec.com
BREEAM Consultant	Ecoteric	Karen Elliot		karen@ecoteric.co.uk
Asbestos Remediation Consultant	Stantec	James Macfarlane		James.macfarlane@stantec.com
Acoustics Consultant	Stantec	Steffan Davis		Steffan.davies@stantec.com

1.5 Existing Information

The following information has been provided:

PCI/Tender Pack

1.6 Description of Existing Environment

The site is located in the town of Trowbridge, approximately 12 miles south-east of the city of Bath in Wiltshire. The site is part of an existing car park directly opposite the County Hall.

The site is connected via road and public transport and footpaths.

There is a slight level change on site of approximately 3M. The highest point is in the north west corner, which then falls towards the River Biss along the northeastern boundary of the site.

Several buildings which have previously been located on the site have been demolished over time and replaced by a car parking (last demolition of buildings took place in 2020).

Several Foundations/Relic Foundations have been encountered and are expected to continue in this trend. ACM's were initially identified as sporadic, have become a more frequent feature of the site and consideration should be given to the Site ACM log to understand ACM live controlled locations and previous trends.

At the time of the information gather for this plan there was evidence of tents being pitched in nearby undergrowth and on the demolition area of site – see site photos. (These have since been removed).

Hydrocarbon Contaminated Soils have been identified on site and since removed to negate risk to Human Health and Pollution to Waterways.

1.7 Arrangements Update and Revision of this Construction Phase Plan

This construction phase plan is a 'Live' document and will be subject to weekly reviews as a minimum by the Project Manager. Updates will be orchestrated whenever there is a change in site conditions, access arrangements, staffing or any other relevant event by the Project Manager taking into account new technical and legislative standards any relevant incidents or changes in the scope and methods of work.

All amendments will be logged on the record of amendment page and appropriate parties notified of the changes.

2. ARRANGEMENTS FOR MANAGEMENT OF THE WORK

Arrangements for:

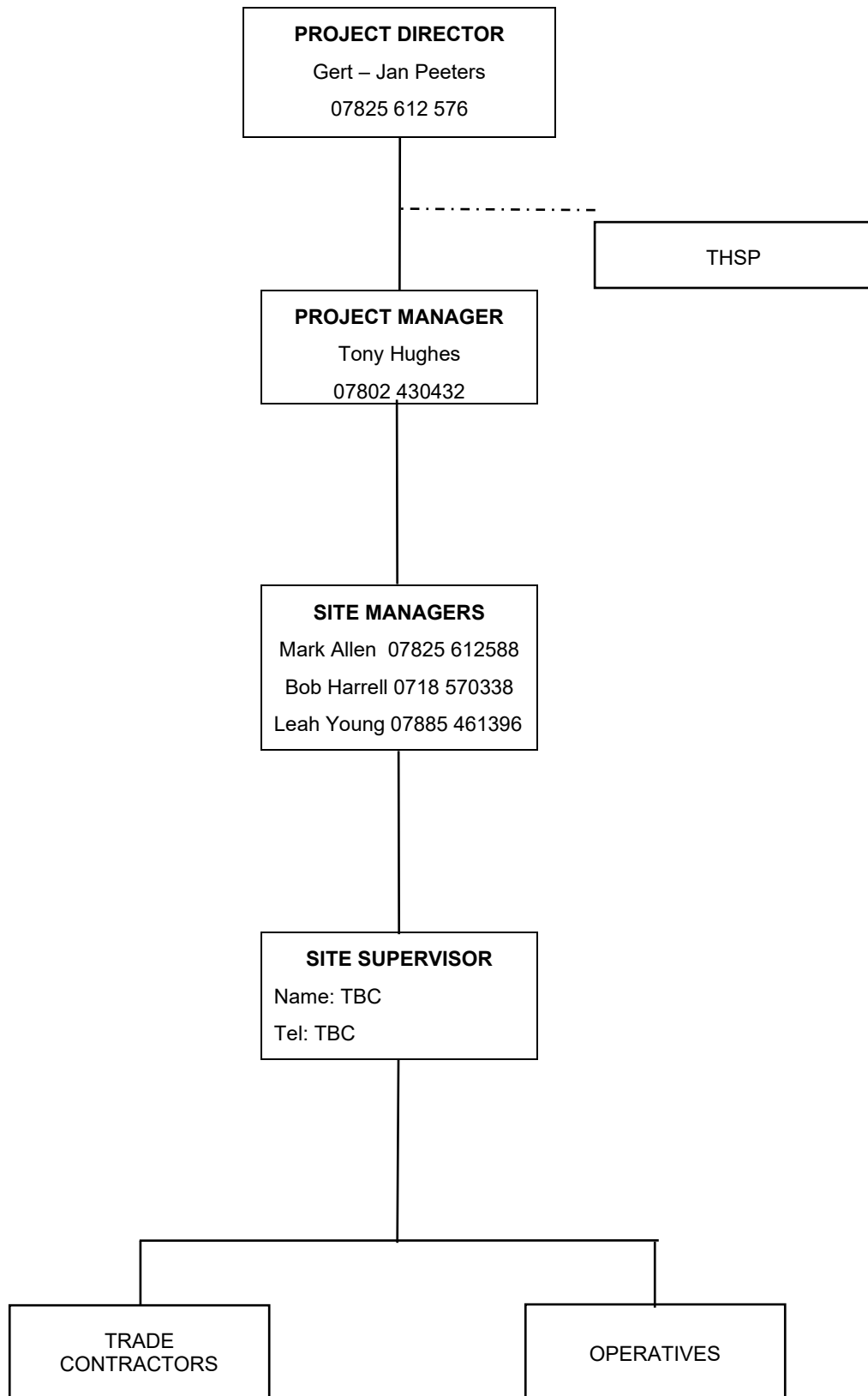
2.1 Health and Safety Aims of the Project

The health and safety aims of the project:

So far as is reasonably practicable, to prevent injury to persons whether employed by PELLIKAAN CONSTRUCTION LTD or simply affected by the activities of PELLIKAAN CONSTRUCTION LTD, dangerous occurrences and damage to plant, equipment and premises by:

1. Providing and maintain safe plant equipment and machines, safe and healthy places of work and safe systems of work.
2. Identifying potential hazards so that proactive safety measures may be taken.
3. Undertaking all activities in a manner which, so far as is reasonably practicable, meets current statutory requirements and embodies PELLIKAAN CONSTRUCTION LTD's high standard of safety management.
4. Maintaining all places of work, points of access and egress from work sites so that, so far as is reasonably practicable, they are safe and without risk to staff, Contractors, Sub-Contractors and others.
5. Providing and maintain adequate site security to keep plant, equipment and premises in a safe condition and exclude those who are unauthorised from site.
6. Providing sufficient information, instruction, training and supervision to ensure the health and safety and welfare of all staff and Trade Contractors.
7. Ensuring that design work carried out by PELLIKAAN CONSTRUCTION LTD personnel and Trade Contractors falls within the CDM Regulations.
8. Operating an effective system of communication between PELLIKAAN CONSTRUCTION LTD management and Trade Contractors to promote health, safety and welfare, thus restricting injuries, accidents and dangerous occurrences. In the first instance this will be a verbal system followed by written confirmation if necessary.
9. Review, amend, update and monitor the effectiveness of the Construction Phase Plan, to keep up to date with new technical and legislative standards and to take account of any relevant incidents or changes in the scope and methods of work.

2.2 Management Structure for Health and Safety on the Project and Key Responsibilities



HEALTH AND SAFETY RESPONSIBILITIES

2.2.1 Project Director

The Project Directors' Health and Safety responsibilities are to ensure that:

- 1) they understand that they are responsible for their own Health and Safety;
- 2) all levels of management and employees understand the requirements placed upon them by the Company's policy for the prevention of injury ill health and damage;
- 3) all levels of employees receive adequate and appropriate training in their tasks;
- 4) the relevant legislation is complied with in all the Company's areas of operation;
- 5) sound working practices are observed;
- 6) allowances are made in tendering, planning and production processes for the provision of adequate welfare facilities and the necessary equipment to avoid injury, ill health and damage;
- 7) health and safety activities are co-ordinated between all Contractors working on the same site;
- 8) all accidents and incidents are correctly reported and recorded and that action is taken to prevent a recurrence of the accident or incident;
- 9) disciplinary action is taken against all employees who do not comply with the requirements as detailed in the policy documents;
- 10) liaison with external safety and health organizations is instigated;
- 11) pertinent information is distributed throughout the Company;
- 12) adequate funds are made available to meet the requirements of the policy;
- 13) the appropriate insurance cover is provided and maintained;
- 14) provision is made at all meetings, including board meetings, for discussing health and safety;
- 15) no-one is expected to take unnecessary risks;
- 16) they set a good example by using the appropriate personal protective equipment whilst on site.

2.2.2 Project Manager

The Project Managers' Health and Safety responsibilities are to ensure that:

- 1) they understand that they are responsible for their own Health and safety;
- 2) They understand the Company's Health and Safety Policy and appreciates the allocated responsibilities;
- 3) the following are determined at the planning stage:
 - i) the most appropriate order and method of work;
 - ii) the provision of adequate lighting;
 - iii) allocation of responsibilities with other Contractors on site;
 - iv) the hazards which might occur due to overhead or underground services and other situations which might lead to improvisation on site;
 - v) facilities for sanitation and welfare;
 - vi) the provision of fire precautions;
 - vii) the provision of first aid facilities.
- 4) written method statements are provided to establish working methods, to explain the sequence of operations, to outline the potential hazards at each stage and indicate the precautions to be observed;
- 5) all financial decisions contain sufficient funds to allow for safe methods of work and the provision of sufficient welfare facilities;
- 6) tasks/packages are only let to companies/organizations who have been assessed and are able to demonstrate health and safety competence;
- 7) all materials purchased are accompanied by health and safety data sheets;
- 8) the precautions and work methods are checked with Trade Contractors prior to commencing work;
- 9) work is carried out as planned and the relevant legislation is complied with on site;
- 10) all plant on site is safe, guarded in accordance with the relevant legislation and has the required certificates of inspection or examination;
- 11) all information relating to the health and safety of the occupants is transmitted to them;
- 12) they set a good example by using the appropriate personal protective equipment whilst on site;
- 13) no-one is expected to take unnecessary risks;
- 14) Updates all site personal on the ongoing Control of Asbestos Requirements and Remediation Strategy inclusive of Preparation and Update of the Site ACM Log /Register.

2.2.3 Site Manager

The Site Managers' Health and Safety responsibilities are to ensure that:

- 1) they understands that they are responsible for their own Health and safety;
- 2) they understands the Company's Health and Safety Policy and appreciates the allocated responsibilities;
- 3) the requirements of this Construction Phase Plan are adhered to and the documentation system is properly administered;
- 4) written risk assessments and method statements are provided to establish working methods, to explain the sequence of operations, to outline the potential hazards at each stage and indicate the precautions to be observed;
- 5) no work will be undertaken on site until the necessary site specific risk assessment and method statements have been submitted and approved for the work package to be undertaken, and signed by the operatives on arrival so that they are aware.
- 6) the site is so organized that work is carried out to the required standard with the minimum risk to personnel, equipment and materials;
- 7) responsibilities are correctly assigned and accepted;
- 8) plant and equipment is operated only by trained and experienced personnel;
- 9) first aid facilities are available at all times;
- 10) the work methods and precautions are checked with Trade Contractors prior to commencing work;
- 11) the legal requirements are observed on site and that all registers, records and reports are in order;
- 12) provisions are made for the delivery and stacking of materials to avoid unnecessary handling;
- 13) all plant on site is safe, guarded in accordance with the relevant legislation and has the required certificates of inspection or examination;
- 14) all repairs to plant on site are carried out in the proper manner;
- 15) the electricity supply is installed and maintained so as not to present a risk to men and equipment;
- 16) the site is kept tidy;
- 17) arrangements are implemented with other Contractors to avoid any confusion about areas of responsibility;
- 18) all materials purchased are accompanied by health and safety data sheets;

- 19) all hazardous materials are correctly marked, stored, handled and used;
- 20) the required personal protective equipment is issued and used correctly;
- 21) they ensure that everyone attending site is inducted.
- 22) they set a good example by using the appropriate personal protective equipment whilst on site;
- 23) no-one is expected to take unnecessary risks;
- 24) they undertake daily briefing/cockpit talks with Sub Contractor Foreman to disseminate information to their workforce;
- 25) they undertake and manage the role of Temporary Works Co-ordinator throughout the project, ensuring effective pre work planning and implementation of temporary works for full responsibilities refer to section 2.2.9
- 26) Updates all site personnel on the ongoing Control of Asbestos Requirements and Remediation Strategy inclusive of Preparation and Update of the Site ACM Log /Register.
- 27) Maintains all site rules and restrictions in terms of ongoing Remediation Works and dealing with ACM i.e. Fence, Signage ,Spoil Heap Management.

2.2.4 Site Supervisor

The Site Supervisors' Health and Safety responsibilities are to ensure that:

- 1) they understand that they are responsible for their own Health and safety;
- 2) they understand the Company's Health and Safety Policy and appreciate the allocated responsibilities;
- 3) the requirements of this Construction Phase Plan are adhered to and the documentation system is properly administered;
- 4) the site is so organized that work is carried out to the required standard with the minimum risk to personnel, equipment and materials;
- 5) responsibilities are correctly assigned and accepted;
- 6) first aid facilities are available at all times;
- 7) the work methods and precautions are checked with Trade Contractors prior to commencing work;
- 8) the legal requirements are observed on site and that all registers, records and reports are in order;
- 9) provisions are made for the delivery and stacking of materials to avoid unnecessary handling;
- 10) all plant on site is safe, guarded in accordance with the relevant legislation and has the required certificates of inspection or examination;
- 11) the site is kept tidy;
- 12) arrangements are implemented with other Contractors to avoid any confusion about areas of responsibility;
- 13) all hazardous materials are correctly marked, stored, handled and used;
- 14) no-one is expected to take unnecessary risks;
- 15) they set a good example by using the appropriate personal protective equipment whilst on site.
- 16) Maintains all site rules and restrictions in terms of ongoing Remediation Works and dealing with ACM i.e. Fence, Signage ,Spoil Heap Management.

2.2.5 Operatives

The Operatives' Health and Safety responsibilities are to ensure that they:

- 1) understand that they are responsible for their own Health and safety;
- 2) are not expected to take unnecessary risks;
- 3) don't walk by, if they see something that they believe it is wrong and they report it to their manager;
- 4) use the correct tools and equipment for the task;
- 5) use the protective equipment provided;
- 6) only use tools which are in good condition;
- 7) report all defects in tools, plant, equipment and materials, or any obvious safety or health hazards;
- 8) do not endanger themselves or other persons through their actions or failures to act;
- 9) avoid improvisation;
- 10) warn new employees of known hazards;
- 11) refrain from horseplay;
- 12) do not abuse the welfare facilities;
- 13) co-operate with the Company on all aspects of health, safety and welfare;
- 14) do not operate any equipment or machinery unless they have been fully trained and instructed in its operation;
- 15) comply with the requirements of the Company's Safety Policy.
- 16) inform management of any change to their state of health, either temporary or permanent, which might effect their working ability or their suitability to carry out any particular task or tasks.
- 17) Understand risks associated with Asbestos (ACM's) – All groundworkers and initial trade/subcontractors to have Cat A -Asbestos Awareness Training.

2.2.6 THSP

THSP have been retained as PELLIKAAN CONSTRUCTION LTD's Safety Advisers and shall:

- 1) carry out site inspections, as requested by the Company;
- 2) provide written reports and assessments for the Company subsequent to the inspections;
- 3) provide a telephone advisory service relating to all aspects of health and safety at work;
- 4) by arrangement, provide an accident investigation service and liase with the enforcing authority;
- 5) if requested, assess all method statements presented to the Company;
- 6) if requested, attend meetings regarding health and safety, on behalf of the Company;
- 7) if requested provide health and safety training to both management and staff.

THSP's staff will act to reduce imminent danger wherever that may be seen on site.

2.2.7 Trade Contractors

Trade Contractors are to comply with all the requirements of this Construction Phase Plan and are to provide copies of their Health and Safety Policies and any other documentation appertaining to health and safety that may be requested by PELLIKAAN CONSTRUCTION LTD or their Health and Safety Advisers.

Trade foreman are to attend daily briefings/cockpit talks with the Site Manager and disseminate the relevant information to their workforce.

Failure to do so will render the Trade Contractor liable to suspension from the site and any financial penalties will be charged to that Trade Contractor.

Trade Contractors whose works package includes a design function will present those designs to the PELLIKAAN CONSTRUCTION LTD for onward transmission to the Principal Designer in sufficient time to allow those designs to be considered by the design team prior to work commencing. Any such design work shall be included in the information passed to the Principal Designer as part of the Health and Safety File.

Labour only Sub-Contractors shall, for the purposes of health and safety only, be considered as employees of PELLIKAAN CONSTRUCTION LTD.

2.2.8 Fire Marshal

The Fire Marshal's Health and Safety responsibilities are to ensure that:

- 1) they carry out routine checking of fire exit routes to ensure that they remain clear at all times;
- 2) they carry out routine inspections of the fire-fighting equipment to ensure that it is serviceable, i.e. not damaged or discharged;
- 3) in the event of a fire, all personnel in the area that they are responsible for are out of the building and reporting this to the senior fire officer present;
- 4) they liaise with the person with overall responsibility for fire protection at work;
- 5) they enforce the no smoking policy.

Trained Fire Marshalls are Mark Allen , Leah Young ,Bob Harrell and Costa

2.2.9 Temporary Works Co-ordinator – Mark Allen

The Temporary Works Co-ordinator duties shall include but not be limited to:

- 1) co-ordination of all temporary works activities;
- 2) ensuring a temporary works register is established and maintained;
- 3) ensuring that the various responsibilities have been allocated and accepted.

2.2.10 Temporary Works Supervisor

The Temporary Works Supervisors duties shall include but not be limited to:

- 1) assist the Temporary Works Co-ordinator in the supervision and checking of the temporary works;
- 2) carry out checks in accordance with the specified works scheme during construction on site and liaising with the Temporary Works Co-ordinator to ensure any modifications to the scheme or differences from the envisaged conditions (use or environmental) are drawn to the attention of the Temporary Works Co-ordinator.

2.3 Health and Safety Arrangements for the Construction Phase

There is an established project team working on this project, who shall co-ordinate and co-operate with the project team throughout the duration of the project (refer to Management Structure for further details).

Regular project meetings and health and safety meetings shall be the principal media for discussions, control and planning throughout the duration of the project.

PELLIKAAN CONSTRUCTION LTD manage health and safety on site through the Site Manager and use of internal/external safety advisors as appropriate.

Site rules have been established and will be enforced at all times, detailed induction will take place for all contractors and visitors to site.

This construction phase plan has been developed and will continue to be updated throughout the construction phase, it will be issued to all trade contractors as part of their tasking in order that their risk may be properly incorporated into the plan and that they may cost all risk control procedures prior to commencement on site.

Safety audits/inspections will be carried out in accordance with section 3.1.8.

Regular reviews by the Site Manager and Project Manager will be undertaken, with Daily Safe Start Briefings between the Site Manager and Sub-Contracts and Tool Box Talks when required.

2.4 Site Rules

Site rules will be made by the Project Manager (with assistance from the Principal Designer/Client). Breach of the site rules by a Trade Contractor will be construed as a breach of contract. Breach of the site rules by an operative will be a disciplinary matter (refer to Appendix 1 for the Site Rules).

3.0 ARRANGEMENTS FOR MANAGING THE WORKS

Following are the key arrangements for managing the work during the construction phase:

3.1 Arrangements to ensure co-operation between project team members and co-ordination of their work.

Generally, co-operation and co-ordination will be undertaken in the form of Informal, verbal briefings/cockpit meetings. Recorded briefings with Sub-Contractor Supervisors will be implemented as required. Where the need is identified a recorded Toolbox Talk will be implemented with the attendance register kept in the site H&S folder.

3.2 Consultation with Contactors

PELLIKAAN CONSTRUCTION LTD shall call and chair a health and safety meeting on a weekly basis. The Trade Contractors' senior site representatives shall attend these meetings, which shall be the principal point for the transfer of pre-planning information and communication to achieve our health and safety objectives.

Trade Contractors are encouraged to participate in the transfer of information and are required to bring to PELLIKAAN CONSTRUCTION LTD's notice any dangerous circumstance or actions.

Copies of THSP's periodic reports shall be circulated to those who are required to take corrective action.

Health and safety shall be an agenda item at all other progress meetings.

3.3 Arrangements involving workers

All operatives on site will be consulted individually about health and safety and their own functions on a regular basis/as required. Each Trade Contractor is to discuss health and safety with their operatives and Sub-Contractors on a frequent basis, act upon those discussions and document the process.

It is the intention of PELLIKAAN CONSTRUCTION LTD to implement a daily cockpit talk by the Site Manager to trade foremen who will then instruct their operatives.

All workers will sign and date the site specific RAM's appropriate to the works as "read and understood" prior to commencing work. This will be implemented by the Site Manager as part of the induction process.

Hazard awareness boards, display boards and minuted meetings will also provide relevant health and safety information.

Any changes that are required to the RAM's will be recorded and the document adapted accordingly. The findings will be communicated to the operatives and once again signed and dated as "read and understood".

All hazards specific to the works shall be identified by the risk assessment procedures, which shall recommend adequate and suitable control measures and from which method statements shall be developed.

3.4 Arrangements for the exchange of design information

Design information is issued and notified by the designer (Architect/Structural/Civil/M&E/Pellikaan as work in progress status to the BRICSYS hub, and is then reviewed, commented, revised as necessary before being issued as Construction status. On appointment sub-contractors with responsibility for design further develop the information, following a similar review and commenting process. The process is managed by the Design Manager appointed by Pellikaan.

Trade contractors with design responsibility shall issue PELLIKAAN CONSTRUCTION LTD with drawings, method statements and design risk management documentation in relation to the design as appropriate, this will be forwarded to the project team.

3.5 Arrangements for dealing with design work carried out during construction phase

Should the installation process identify a design change is required then the Site Manager/Site Supervisor/Project Manager/Pellikaan Design Manager will discuss individual elements directly with the Designer/Principal Designer/Structural Engineer/Building Control.

If the change is in relation to Temporary works then the Site Manager who is the Temporary Works Supervisor will inform the Project Manager (Temporary Works Co-ordinator) of the change who will then notify the Principal Designer and Designer for appropriate action to be taken.

All Trade Contractors' design proposals will be presented to the Principal Designer with sufficient time for these to be considered by the design team before those works commence.

The Principal Designer shall be informed immediately upon an event happening which creates a significant hazard to people or the adjacent premises or which would require a significant change to the design and resource requirement to complete the work.

The Site Manager shall be the hub of all communications between the various parties. In their absence the Site Supervisor shall ensure that each party involved is made aware of any change, thus minimizing delay and reducing any exposure to risk.

3.6 Selection and control of contractors

All Contractors/Designers that work for PELLIKAAN CONSTRUCTION LTD, and any new Contractors/Designers wishing to work for the company will be assessed for competency and adequacy of resources during the tender process. They will be issued with pre-contract health and safety questionnaires within tender documents and their company profile and history will be reviewed along with the completed questionnaire prior to appointment.

Any organisation appointed must have the relevant skills, knowledge, experience and capability to undertake the scope of works contracted to them.

Third party accreditation schemes for example Safety Schemes in Procurement (SSIP) and ISO 45001 are recognised standards for the industry and are acceptable evidence as part of the evaluation process.

Evidence of previous work experience and existing projects may form part of the assessment process.

At PQQ stage/pre-start, wherever possible, all Contractors must detail all operatives who will be working on the project with evidence of their qualifications/certs and experience relating to the works they will be carrying out on that project.

If a Contractor has a 3rd/4th party involved, the Contractor with who PELLIKAAN CONSTRUCTION LTD have placed the order MUST carry out their own safety vetting procedures and forward them to PELLIKAAN CONSTRUCTION LTD prior to induction stage.

When a project is in close proximity to premises where children and/or vulnerable adults are located (such as schools, care homes, etc...) proof of a DBS check may need to be provided by the operatives working on that project.

All related paperwork and proof of competencies should be with PELLIKAAN CONSTRUCTION LTD 28 days prior to commencement of works on site, wherever possible.

3.7 Production and approval of risk assessments and Safe Systems of work

Written risk assessments and method statements explaining the sequence of operations, outlining the potential hazards at each stage and indicating the precautions to be observed are to be provided by Trade Contractors to the Project Manager for review, the RAMS will be reviewed against the Pellikaan RAMS checking form to ensure all aspects of the documents conform to our required standards. The review findings are then fed back to the subcontractor for amendment/resubmission where required prior to final approval.

Document submission must take place at least 14 working days prior to commencement of the task to which they relate, to enable sufficient time for the review/approval process to be undertaken.

These documents shall be held on site and their findings shall be communicated to the operatives involved prior to their undertaking the specific tasks.

3.8 Temporary Works

The Project Director shall, appoint Temporary Works Co-ordinator (TWC) to control the erection, use, maintenance and dismantling of Temporary Works. Where it is considered necessary, or where there are one or more subcontractors carrying out temporary works operations, or where the TWC requests assistance, one or more temporary works supervisors (TWSs) may be appointed. The TWS will be appointed by the designated individual of the organization for whose work the TWS is responsible.

A detailed Risk Assessment / Method Statement including calculations and designs, and pre and post loading checks will form the control measures for all defined temporary works which are required for the execution of permanent works or temporary structures i.e. not directly connected with the permanent works.

Every organisation involved in temporary works should have a designated individual responsible for:

- Establishing, implementing and maintaining a procedure for the control of temporary works for that organization; and
- Ensuring that any sub-contractors have adequate temporary works procedures if they are carrying out and managing temporary works. The procedure should cover the management of the design process, and include measures for ensuring that the design function and the roles of the temporary works co-ordinator and temporary works supervisor are carried out by competent individuals.

Temporary works on site may consist of the following:

EARTHWORKS:

- Trenches,
- Excavations,
- Temporary slopes and stockpiles,
- Cofferdams.

STRUCTURES:

- Scaffolding,
- Needling,
- Shoring,
- Temporary bridges,
- Double stack site accommodation.

**EQUIPMENT OR PLANT FOUNDATIONS
STRUCTURES:**

- Crane bases,
- Support anchors for hoists or mast climbers,
- Working platforms and hard standings for plant for example mobile cranes, piling rigs, cherry pickers, scissor platforms, forklifts.
- Floor Supported Pours to Air Duct and Balance Tank via Raised Tables

3.9 Site induction

All newcomers to the site will report to the Site Manager and present evidence of having completed the on-line safety induction prior to their arrival.

No one (including Trade Contractors or public utility staff) will be allowed on to a live workplace without having first undergone a contract specific, safety and site induction. This will be bolstered by regular toolbox talks on pertinent, current topics.

An Induction Register will be maintained by PELLIKAAN CONSTRUCTION LTD throughout the duration of the project.

The induction shall include, but not be limited to:

- The Company's policy for health, safety and welfare;
- Allocation of safety responsibilities on site;
- Site specific rules;
- Safe systems of work, where applicable;
- General hazards in and around their work area;
- Specific hazards allied to their work area including the detail of the risk assessment and noise implications of that task;
- Fire and emergency procedures (including the location and use of extinguishers);
- First aid - names and locations of first aiders, introduction to them, position of first aid boxes and rules for their use;
- Use, availability and storage of protective clothing and equipment;
- Procedures for reporting accidents, injuries and property damage;
- Welfare - location of canteens, toilets, etc., and other welfare matters;
- Any on site health and safety initiative;
- The importance of hygiene and health;
- Open questions;
- Red Card/Yellow Card system (example form detailed below);
- Covid 19 Procedures

Red card/Yellow Card System

A Red Card will be issued for the most serious offences and will result in the immediate removal from site.

A Yellow card will be issued for the less serious offences.

A “Red Card and a “Yellow Card” each consist of a written or verbal notice to the offender and their employer (Which will include all sub-contracted companies below the primary employer) and will identify the offence committed and confirm it as either a Red Card Offence or a Yellow Card Offence.

A Red Card offence may result in termination of the employment of the Sub-Contractor who/whose person has committed the offence. It will also result in the operative not being able to work on any Pellikaan Project, now or in the future.

After a yellow card notice has been issued, the offender may be removed from site for 24 hours, followed by reinduction, with their supervisor in attendance. Should a further offence be committed by the same person within the duration of the project from the original offence it may require the removal of the offender to the sub-contractor indefinitely.

Red/yellow Cards are generally issued as a result of contractors not working in accordance with their method statements/risk assessments/working unsafely or breaching site rules.

If any act causes concern then the site and/or other managers decision is final and not-contestable.

3.10 Permit to Work

A Permit to Work system is to be adhered to in respect of the following activities:

- Hot works (including one hr fire watch)
- Confined space working
- Testing and commissioning of systems
- Electrical switch gear working
- Plant maintenance
- Toxic substance work
- Digging and excavations
- Work at height
- Entrance to restricted areas
- Any other operation that presents similar hazards.

This is administered by PELLIKAAN CONSTRUCTION LTD's Site Manager once a safe system of work and/or RAMS have been approved.

3.11 Site Security

All operatives and visitors will be briefed on maintaining site security.

The overriding concern shall be for the safety and protection of the public and other workers on site. During working hours this shall be a site wide responsibility and the duty of all to enforce.

All Contractors' staff are required to comply with the signing in and out procedure at all times.

Working areas will be clearly demarcated by the use of barriers, tapes, cones, warning signs and markings suitable for the specific location and the duration of the work being carried out in that location.

Additional security measures for the site include full solid hoarding with lockable gates, a gateman and monitored CCTV and Biometric secured site access.

All vehicles leaving site are subject to being searched at the discretion of the Site Supervisor.

Children are not allowed in any of the working areas and must remain in vehicle cabs if accompanying delivery drivers.

The site works to be 'closed down' after each working day in a safe and secure manner.

3.12 On-Site Training

All operatives must be trained to safely perform their allocated tasks prior to being asked to carry out that task. This training might include tool or function specific courses. Where applicable this training will be supplied by an accredited body.

Only persons who have received specific training will be eligible for authorisation to erect, modify or adapt access platforms, scaffold, handrails, ladders, etc.

Only trained, authorised operatives will be permitted to operate mechanical handling plant.

Toolbox talks will be conducted on site as and when required. Records of attendees and the subject covered will be kept by the Site Supervisor.

All operatives must have Asbestos Awareness Training in accordance with the requirements of the Control of Asbestos Regulations.

3.13 Welfare facilities

The Project Manager shall ensure that welfare facilities sufficient to comply with the requirements of Schedule 2 of the Construction (Design and Management) Regulations 2015 are provided throughout the construction phase.

The following welfare facilities will be provided on site and maintained in good order by PELLIKAAN CONSTRUCTION LTD:

1. site office;
2. sanitary conveniences;
3. washing facilities;
4. drinking water;
5. changing rooms and lockers;
6. facilities for rest.
7. telephone

These will be satisfied from mobile cabins located within the site compound.

3.14 Task Lighting

If required, task lighting consisting of fluorescent lamps is to be provided by individual Trade Contractors for all phases of the project. Halogen lamps are **banned from site**.

3.15 First Aid

Each Contractor on site must be able to comply with the Health and Safety (First Aid) Regulations 1981 and have access to **a fully qualified First Aider on site at all times** whilst their staff are working. Names and locations of First Aiders, introduction to them, positions of First Aid boxes and rules for their use shall be part of the induction training.

The first aiders for this project are: Mark Allen and Bob Harrell

3.16 Fire and emergency procedures

The alarm system should be communicated as part of the induction process and tested to ensure that it is suitable and sufficient to task. A recorded fire drill should be completed within the first two weeks.

A detailed fire risk assessment has been produced for the site, all control measures and additional control measures identified by the fire risk assessment are to be implemented at the appropriate stage of the build. The fire risk assessment is a live document and must be updated throughout the duration of the project.

All Operatives will be kept fully informed of any procedure changes (via Tool Box Talks, etc...), particularly when phase switch-overs occur.

Fire Plan:

The fire procedures will be overseen by the Project Manager and will be an integral part of the site induction training.

Escape routes on the site are to be a major consideration. They will be defined by the Site Supervisor, kept clear and regularly checked. All escape routes will be clearly signed and provided with emergency lighting if necessary.

Fire points will be established in the Site Office and at various locations about the site, as indicated on the Fire Plan. The Site Manager shall select the appropriate type and quantity of fire extinguisher, according to the given work being carried out and its location.

The current Fire Assembly Point is in Temporary Car Park.

All fire fighting equipment will be examined and tested at suitable intervals and properly maintained.

Each Trade Contractor will appoint a Fire Warden for each area of their activity. These shall be trained in their duties as Fire Wardens.

The following action is to be taken in the event of a fire or explosion occurring on site:

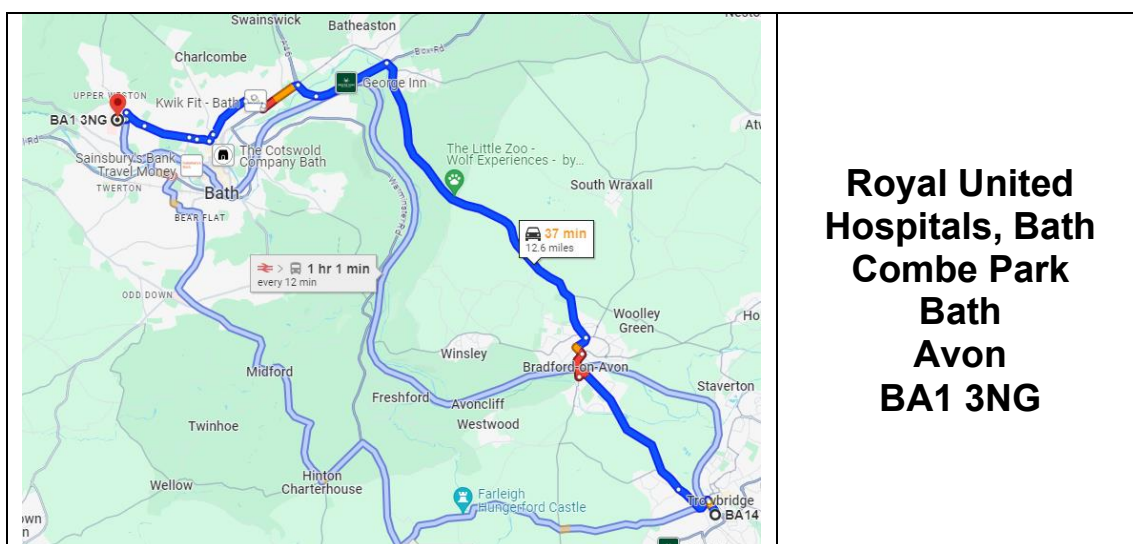
1. the alarm is to be raised the premises are to be evacuated;
2. the Fire Brigade are to be summoned immediately by dialling 999;
3. portable fire extinguishers are to be used in an attempt to put the fire out or to contain it. **This is only to be undertaken if there is no risk to personnel;**
4. staff are to report their presence to the senior person at the assembly point;
5. full details of the incident are to be passed to the Client as soon as possible;
6. the Loss Prevention Council document "Fire Prevention on Construction Sites" shall provide guidance for fire prevention measures.

Medical Emergency:

In the event of an injury or sudden illness on site the following action is to be taken:

1. First Aid assistance is to be obtained, if appropriate;
2. the injured or ill person is to be conveyed to the nearest A&E hospital by the quickest possible means; or
3. an ambulance is to be summoned, ensuring that the address is given accurately and the information repeated back to the caller;
4. the full details of the person injured or ill and the details of the injuries or illness are to be passed to the Site Manager as soon as possible, in order that they can make arrangements to advise next of kin (if required).

The nearest hospital with accident and emergency facilities is:



Bomb (Real or Hoax):

The following action is to be taken in the event of a bomb (real or hoax) being discovered or threatened:

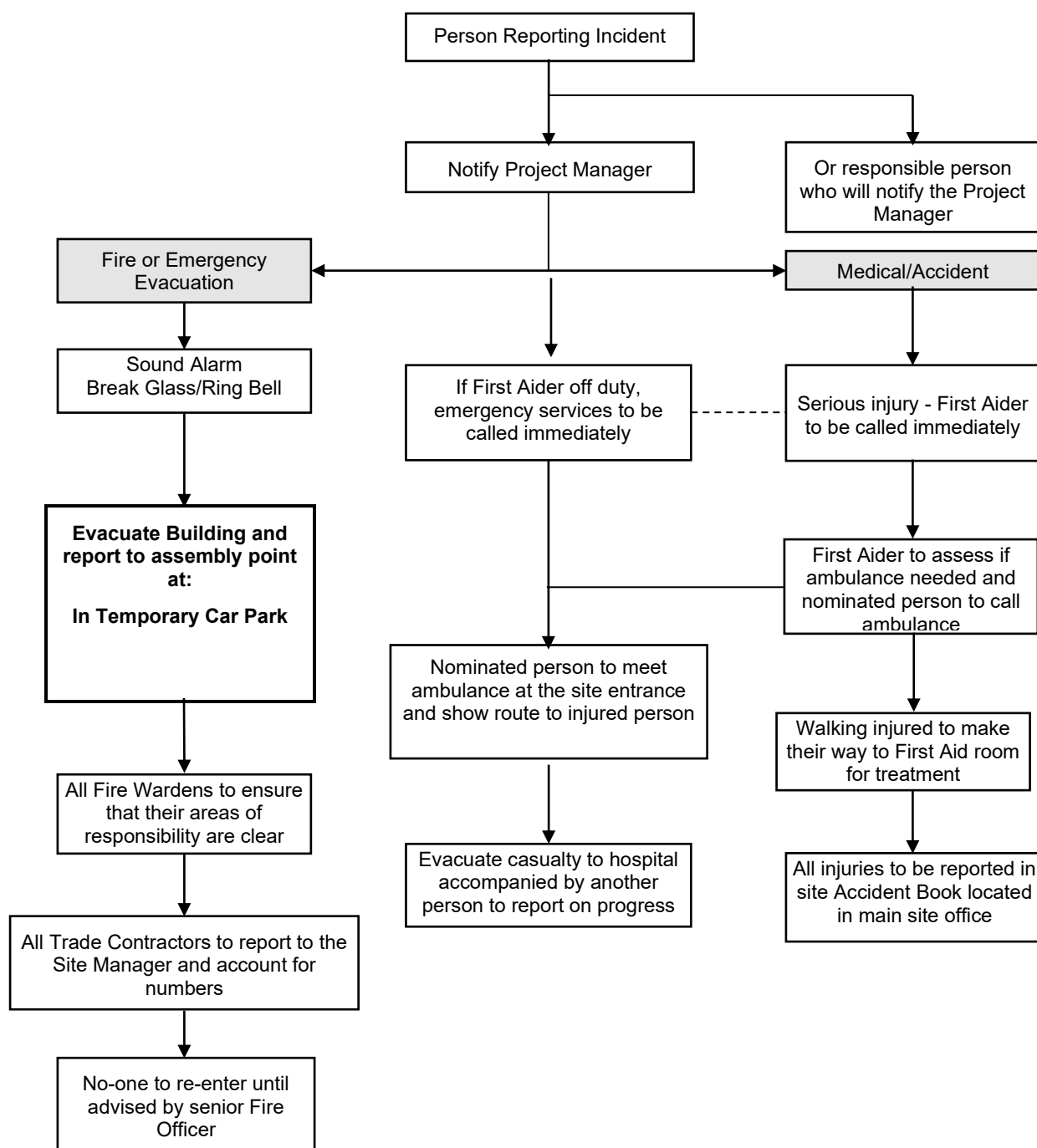
1. the area is to be evacuated;
2. the Police are to be summoned and the Project Director is to be alerted;
3. Staff are to report their presence to the senior person at the assembly point.

Full details of the incident are to be passed to the Client and the Project Director as soon as possible.

Testing Emergency Procedures:

The efficiency of the emergency procedures shall be checked by running an emergency evacuation exercise at an appropriate time during the project. This shall be organized and overseen by the Site Manager.

Emergency Flow Chart



Site Address:

**East Wing Car Park
Bythesea Road
Trowbridge
BA14 8JJ
(w3w – Milky Head Bath)**

Nearest A&E Address:

**Royal United Hospitals, Bath
Combe Park
Bath
Avon
BA1 3NG**

3.17 Reporting and investigation of incidents

All accidents and potentially dangerous incidents will be investigated as soon as is reasonably practicable. All details will be recorded, witnesses interviewed and, if necessary, photographs taken, by the Site Supervisor.

Sufficient action will be taken to make the area safe but nothing will be moved unnecessarily before the Site Manager and the Trade Contractor's Director responsible for Safety have been informed.

At their discretion, the Site Manager may delegate control from that point on.

In **all** cases an accident report is to be completed by the Site Manager or their representative and the Director responsible for Safety of the Trade Contractor(s) involved, and the information held in the Trade Contractor's site file, with copies made available to the Project Director, the Client and the HSE.

The Director responsible for Safety of the employee(s) involved will ensure that an entry is made in both the Trade Contractor's and PELLIKAAN CONSTRUCTION LTD's Accident Book.

The requirements of the RIDDOR Regulations will be met.

The responsible persons for RIDDOR Reporting are as follows:

Employers

If you are an employer, you must report any work-related deaths, and certain work-related injuries, cases of disease, and near misses involving your employees wherever they are working.

If you are in control of premises/Site,

If you are in control of premises, you must report any work-related deaths, certain injuries to members of the public and self-employed people on your premises/site and dangerous occurrences.

Copies of any F2508s issued shall be held on site in the Trade Contractor's site file and by the Site Manager.

Deaths and Specified Injuries can be notified by telephone to the National Incident Contact Centre between the hours of 8.30 a.m. and 5.00 p.m. on weekdays.

Telephone the Incident Contact Centre on: **0845 300 9923**

Reporting of all other incidents under RIDDOR must be submitted via the relevant online interactive form - www.hse.gov.uk/riddor
<<http://www.hse.gov.uk/riddor>>

3.18 Safety Surveillance

Safety surveillance is a project wide function. There is a very real sense that each operative is their own and their colleagues' safety supervisor. Each is charged with the responsibility to assist the other in safety matters.

More formally there will be a strict system of site safety checking. This will be carried out daily by each Trade Contractor's senior person on site.

The site will be audited for safety by PELLIKAAN CONSTRUCTION LTD's Health and Safety advisors, THSP, on request.

All Trade Contractors will be required to carry out formal safety inspections on a frequency to be agreed with the Project Manager. This frequency will relate to the severity of the hazards faced and the safety performance of the Trade Contractor.

Copies of these reports will be made available to PELLIKAAN CONSTRUCTION LTD.

The details of these audits and inspections will be held on file in both the PELLIKAAN CONSTRUCTION LTD's site office and Trade Contractors' safety files.

3.19 Control and Disposal of Spoil and Wastes

Procedures will be implemented to handle, store, and dispose of spoil and waste in compliance with environmental requirements:

On-Site Waste Sorting: Spoil and waste materials will be sorted on-site into designated areas for spoil, recyclable materials, and hazardous waste.

Designated Storage: Spoil will be contained within secure zones to prevent dust and sediment from contaminating surrounding areas, and waste will be transported off-site regularly.

All excess /waste Concrete/Cementitious Product shall be placed in Concrete Skip.

Responsible Disposal: All waste will be handled by licensed contractors in accordance with the Duty of Care requirements under the Environmental Protection Act 1990. The producer of the waste will receive a copy of the waste transfer note. A copy of this note will be given to the Project Manager.

Waste which requires special disposal shall not be disposed of through the site skip system.

No waste shall be allowed to contaminate the water/drain system on site.

Spoil Reuse and Cut/Fill Balancing: Where feasible, spoil will be repurposed for on-site use, supporting a cut and fill neutral build. This approach reduces the need for off-site disposal and external material sourcing, aligning with the project's sustainability and environmental goals.

The site is to be kept tidy at all times.

On site space is very restricted. All Contractors on site must clear up their own waste. The Site Supervisor will ensure any excess waste is removed from the working place and access routes on a daily basis and counter charge those who generated the waste for the removal. Any Contractor whose tasks will generate larger amounts of waste than the system can reasonably accommodate must communicate this to the Site Supervisor to forestall any problem.

All vehicles' loads are to be secure, with sheeting put over loads if required.

Roll-on/off skips or load carrying vehicle bodies are to be free from defect, holes etc.

Access to sheet loads must be by a footed ladder or a fixed ladder on the side of the body or some other safe system of work.

Personnel are not to be in the body or skip during mechanical loading.

3.20 Arrangements for Use of Plant and Machinery

All plant and machinery on-site will be managed to uphold the highest standards of safety, efficiency, and environmental responsibility. With the project's cut-and-fill neutral goal, machinery use will be optimised to minimise unnecessary movement of soil and materials.

Equipment Safety Inspections: Routine safety checks will be conducted on all machinery before each use, in accordance with the Provision and Use of Work Equipment Regulations 1998 (PUWER). This ensures equipment is safe and compliant, reducing risks associated with plant operation.

Qualified Operators: Only certified and competent personnel will operate machinery, and training records and certifications will be reviewed regularly to comply with Lifting Operations and Lifting Equipment Regulations 1998 (LOLER).

Noise and Vibration Minimisation: Low-noise, low-vibration equipment will be prioritised wherever possible, in line with the Control of Noise at Work Regulations 2005 and Control of Vibration at Work Regulations 2005, to reduce disturbance to local residents and wildlife.

Emission Reduction and Idling Control: Machinery will not be left idling unnecessarily, thereby reducing emissions. Dust suppression measures (such as damping with water) will be implemented during dry conditions to limit air pollution.

Cut-and-Fill Neutral Operations: Earth-moving machinery will be directed to maintain a balanced cut-and-fill operation, reducing the need for additional materials or spoil disposal. This includes careful management of excavation depth and minimising double-handling of soil.

3.21 Arrangements for Use and Routing of Heavy Plant and Vehicles

To manage vehicle movement on site safely and with minimal environmental impact, the following arrangements will be implemented:

Traffic Management Plan: A dedicated routing plan will be established to minimise disruption and ensure safe, efficient vehicle movement in line with the Traffic Management Act 2004.

Site Access Controls: Clear entry and exit points will be designated, and traffic marshals will oversee heavy vehicle movements to ensure the safety of personnel and the public.

On-Site Speed Limits: Strict speed limits will be enforced to prevent accidents, with signs posted along vehicle routes.

Mud and Debris Prevention: A wheel-washing facility will be provided at the site exit to prevent contamination of public roads, as mandated by the Highways Act 1980.

Reduced External Spoil Transport: Efforts will be made to minimise the import and export of spoil, thereby reducing the volume of heavy vehicle traffic and promoting the reuse of materials within the site to maintain cut and fill neutrality.

3.22 Arrangements for Handling Oils, Chemicals and Materials

Procedures will be in place to securely manage oils, chemicals, and hazardous materials:

Dedicated Storage: All oils, chemicals, and hazardous materials will be kept in secure, bunded storage areas to prevent accidental spills or leaks, complying with Control of Substances Hazardous to Health (COSHH) Regulations 2002.

Safety Labelling and Documentation: All substances will be clearly labelled and accompanied by safety data sheets. Handling instructions will be visibly displayed in storage and work areas.

Spill Preparedness: Spill kits will be strategically located near storage areas, and all staff will be trained in spill response procedures to ensure rapid and effective containment if needed.

Waste Disposal: All hazardous waste, including used oils and chemicals, will be disposed of by licensed contractors following the Environmental Protection Act 1990 and the Hazardous Waste (England and Wales) Regulations 2005.

3.23 Arrangements for Work and Storage Areas and Compounds

The site layout will be arranged to ensure safe and efficient operations, with designated work and storage areas:

Strategic Site Layout: Work and storage areas will be positioned away from sensitive locations, such as watercourses and public areas, minimising potential environmental impacts.

Signage and Restricted Access: Storage and work areas will be clearly marked with appropriate signage, and temporary fencing will be erected to restrict unauthorised access.

Orderly Material Storage: Materials will be organised to prevent tipping hazards, with heavy items stored securely at low levels. Emergency access will be maintained at all times.

Waste Segregation: Separate waste containers for general, recyclable, and hazardous materials will be available in all work and storage areas, following the Waste (England and Wales) Regulations 2011.

On-Site Material Storage for Reuse: Materials suitable for backfill or other project needs will be stockpiled in designated areas for reuse, supporting the goal of cut and fill neutrality.

3.24 Arrangements for Silt Management

To prevent silt from entering local watercourses and drainage systems, the following silt management arrangements will be adopted:

Silt Barriers: Silt fencing will be installed around earthworks to capture runoff, ensuring that sediment does not enter nearby water bodies.

Sediment Ponds: Temporary ponds will be created in high-risk areas to allow silt to settle before any water is discharged, in line with best practices under the Water Resources Act 1991.

All gullies are to have either hessian silt retaining traps regularly maintained and/or Silt Traps. Both regularly maintained and cleaned.

Monitoring and Maintenance: Regular inspections of silt control measures will be conducted, especially following heavy rainfall. Adjustments will be made as necessary to maintain effective silt control.

Minimising Silt in Reusable Materials: Excavated materials intended for reuse in cut and fill operations will be monitored to ensure silt content is managed, preventing contamination of fill materials and maintaining environmental integrity.

Site soil heaps are to be sealed to avoid silt/water cast off and placed as per SWMP to avoid cast off into River Biss'

3.25 Arrangements for dealing with existing ACM's found within the Ground

All works in connection with or which may give potential risk to exposure to ACM's within the ground shall consider and negate at much as is reasonably practicable this risk.

An Asbestos Consultant , Independent Site Consultant and Asbestos Removal Contractor has been appointed to manage ,assist with and remove where necessary ACM 's from the ground,

All known ACM are logged and recorded on the Site ACM Log/Register which is updated as additional information is received and samples confirmed.

4. MEASURES FOR CONTROLLING SPECIFIC SITE RISKS (Schedule 3 of CDM 2015 Regulations)

All hazards specific to the works shall be identified by the risk assessment procedures, which shall recommend adequate and suitable control measures and from which method statements shall be developed.

The following site specific risks have been identified that require additional controls in accordance with our requirements under Schedule 3 of CDM 2015 Regulations.

Burial under earth falls (excavation work)

All underground services will be located prior to excavating.

We shall ensure a safe means of access to and from the excavation, along with a means of escape in the event of an emergency. Should the excavation be deep enough to require ladder access then it will be of sound construction, of adequate length and strength, and are to be placed in the supported section of the excavation, be secured at their upper end and are to project at least 1.05 metres above the excavation.

Gangways across the excavation, where a fall may cause personal injury, are to be fitted with toe boards and guardrails and are to be at least 430mm wide for personnel access or 600mm wide for access of persons and materials.

Where bridges need to be installed, to allow plant to cross the excavation, they are to be designed by a competent person.

The edges of all excavations are to be protected by a barrier or are to be covered. The barrier may be removed to allow the passage of personnel or materials but is then to be replaced.

Materials are not to be placed within 1 metre of the side of the excavation. Materials that may roll into the excavation are to be securely chocked.

The edges of the excavation are to be lit during the hours of darkness, especially on public thoroughfares. During the winter or in deep excavations,

lighting shall be provided, where necessary, to enable operations to continue safely.

Excavations are to be kept clear of toxic fumes and gases. Where these are suspected ventilation shall be provided.

Please refer to site specific RAMS.

Falls from height (work at height)

The requirements of the Work at Height Regulations 2005 shall be satisfied.

To identify the measures required to avoid the risks from working at height, a site-specific risk assessment will always need to be carried out. Where it is reasonably practicable to carry out the work safely otherwise than at height, then work at height must be avoided.

Where work is carried out at height, suitable and sufficient measures must be taken to prevent, so far as is reasonably practicable, any person falling a distance liable to cause personal injury. These measures are to include ensuring that, where it is reasonably practicable to carry it out safely and under appropriate ergonomic conditions, the work is carried out from an existing place of work or (in the case of obtaining access or egress) using an existing means; where this is not reasonably practicable, sufficient work equipment must be provided to prevent a fall occurring.

Where the risk of a fall occurring cannot be eliminated, sufficient work equipment must be provided to minimize both the distance and the consequences of a fall or, where it is not reasonably practicable to minimize the distance, sufficient work equipment must be provided to minimize the consequences of a fall.

Where the risk of a fall occurring cannot be eliminated, additional training and instruction or other additional measures must be taken to prevent, so far as is reasonably practicable, any person falling a distance liable to cause personal injury.

Substances hazardous to health, chemical and biological

All materials or substances brought onto site must be attended by any pertinent health and safety data (e.g. a material safety data sheet, a certificate of the item's weight or instructions for safe slinging).

If the substance requires an assessment of risk, that assessment shall be carried out by the Contractor using it prior to its arrival on site.

That assessment must be lodged with the Site Supervisor before using the material.

Any operative required to use anything which has been subject to some form of hazard assessment must be informed of the findings of the assessment and instructed in the safe use of that material.

If there is an implication upon the health and safety of those not in that Contractor's employ, then that must be made clear to the Site Supervisor.

Needle discoveries – should any used needles be discovered, follow procedure set out in Appendix 8.

Working near water

During the early part of construction phase pools are constructed and placed under test.

Segregation measures will be in place to segregate workers from the pool environment, along with appropriate signage and life ring available for emergencies.

Segregation will be in the form of chapter 8 barriers initially set at a suitable distance from the pool, followed by tube and fit barriers as tube castings are placed around the pool surround.

On completion of tiling and finishing phase, the tube and fit guarding is again replaced by chapter 8 barriers.

Site personnel are briefed regarding the on-site risks of deep water and emergency procedures.

Installation and implementation of the above process is monitored by the site manager/supervisor.

There is a small adjacent river to site running parallel with the site boundaries, this area is to be barriered off, any work within the specific adjoining land will be under the strict control of the Pellikaan, with the contractor completing site specific RAMS with appropriate control measures and precautions for working on or adjacent the river.

A 5m tree and embankment protection zone will be in place to mitigate issues associated with tree protection , embankment integrity and working near water.

Asbestos

Due to the nature of the brownfield site and previous structural demolition, the likelihood of exposing asbestos containing materials is possible without adherence to Site Rules and appropriate understanding of the Site ACM Log.

On discovery of **any** suspicious material the following procedure must be followed:

- Cease work.
- Do not disturb the material.
- Inform others locally not to disturb the material.
- Inform both the Trade Contractor's senior person on site and the Project Manager, who will call for advice and assistance.

Do not return to that task until the Project Manager has confirmed that it is safe to do so.

Further information is contained in section 3.25 of this plan.

Dust

Dusts generated on site will be reviewed under the COSHH Regulations and kept to a minimum.

In order to control dust to within the workplace exposure limits and to minimise nuisance dust the following controls will be used where practical and monitored;

- designing out the need to cut materials on site where possible (cut off site);
- wet saw cutting;
- damping down;
- extraction systems on power tools or dust collector bags;
- on site periodic dust monitoring will be carried out as required.

Biological risks

The site attracts rats and other rodents. Due to the raised risk of leptospirosis, contractors shall ensure good hygiene practices are maintained and appropriate PPE shall be worn at all times.

Given the proximity to the River and recent sightings . a Pest Control Co has been employed to deal with Rats. Site Personnel Co Operation is required also in maintaining a clean site'

There is a risk from needles and, therefore, the possibility of contracting blood borne diseases on site.

PELLIKAAN CONSTRUCTION LTD will ensure that the site is safely cleaned and hazardous waste properly disposed of in an appropriately licensed waste tip.

Lifting Operations

Exclusion zones will be established to maintain public safety.

Environmental conditions will be evaluated and restrictions put in place for any lifting operations.

Where the assembly involves the use of cranes/hiabs, or other lifting equipment, then an appropriate lifting plan will be produced by an appointed person, and the lift will be managed on site by a lift supervisor, including relevant marshals/banksman etc.

Lifting operations may be in the form of a contract lift, undertaken by a competent contractor.

Crane positions are to be confined within the plot boundary wherever possible. However, in the event that it is necessary for a crane to 'over-sail' the site boundary, public highway or third-party property, then Pellikaan Construction shall be required to obtain all necessary licenses and temporary traffic orders to facilitate such works. All cranes must include: -

- • Anti-collision controls.
- • Time-lapse camera.
- • Radio contact between adjacent site crane supervisors.

Materials awaiting installation and materials removed prior to installation shall be suitably secured, to prevent unexpected movement due to weather conditions.

All operations and sequences will be detailed within a site-specific method statement and associated lifting plans where appropriate.

Additional Significant project risks

Delivery and removal of materials (including waste) and work equipment taking into account any risks to the public

The main entrance to the site is off a mini roundabout off Bythesea Road, opposite the council buildings. The site entrance will be controlled by Traffic Marshalls and Banksmen to prevent a build-up of construction traffic on surrounding access routes.

Parking of site staff and visitors employees vehicles are to be contained within the curtilage of the site or public car parks. Local parking restrictions will be checked regularly.

It is critical that the unloading of vehicles is carried out in a safe manner and that vehicles and materials do not cause obstructions or block access/egress routes.

It must be ensured that outriggers of vehicles fitted with crane attachments/hiab lifting devices are fully extended during unloading of the vehicle. Vehicles not fitted with loading/unloading devices will be offloaded by forklift truck or, if loads are small and of a suitable weight, manually.

Note: only trained, competent and appointed personnel are to attach lifting gear to any loads being lifted by crane. All loads to be securely attached and test lifted before being lifted away from the delivery vehicle, prior to delivery to a landing place which is to be capable of taking the load.

All vehicles leaving site are subject to being searched at the discretion of the Site Supervisor.

All vehicles' loads are to be secure, with sheeting put over loads if required.

Generally, storage on site by Contractors will not be permitted unless authorized by the Project Manager. Contractors will arrange for material to be delivered to site on a "just in time" basis and will ensure that their materials are restricted to their allocated works areas.

Materials will be initially stored in secure containers within the site compound.

Offloaded from the designated segregated delivery area on site.

All material left lying unattended out of the storage areas will be treated as redundant and will be removed as part of the rubbish removal procedure, particularly those materials which are blocking access routes and emergency escape routes.

Safe pedestrian routes will be planned and maintained for all employees and visitors.

Pedestrians will be segregated from the construction works at all times. Operative and staff access points will generally be located close to the main vehicular access gates, with separate pedestrian gates and footways provided. Where temporary closures of pedestrian routes may be required for the erection of scaffolds and incoming services connections, permissions and licenses will be obtained for the re-routing of pedestrian thoroughfares.

A pedestrian gate will be included in the site hoarding and will lead to the site accommodation via a PPE free 'Safe Route'. Due to the nature and phasing of the works, the safe route may require alteration / adaption during the works.

Dealing with services

There is an electricity substation on the site boundaries (see site photographs), location of other services are unknown.

The site historically has had structures built on it, therefore there is the possibility of finding additional services.

Diverted HV Main Runs through site to repositioned Substation . This is reflected on Marked Up Drawings . A wayleave of 1m either side is in place and permit required if /when services cross this.

Utility surveys will be undertaken and CAT scanning to confirm presence of services and their locations.

Should any services be found then positions will be recorded or clearly marked prior to commencement of works.

A temporary 110v electrical supply shall be provided and installed in accordance with current IEE Regulations. All Trade Contractor attachments made to this system must be safe and comply with the Electricity at Work Regulations.

Specialist operations which require operating voltages in excess of 110 volts (240v or 415v) must be notified to the Project Manager prior to their use and permission granted for their use. All such equipment must be protected by a residual current device (RCD), armoured cable where necessary, and must be checked by an approved electrician before commencing work.

Accommodating Adjacent land use

Pellikaan Construction Ltd shall take all reasonable steps to ensure the health, safety and welfare of the surrounding buildings' occupants and members of the public.

Traffic routes and segregation of vehicles and pedestrians

Reversing site traffic is to be under the strict control of fully trained banksmen.

Ensure the site entrance and site roads are adequately illuminated.

Ensure that sufficient warning signs are displayed on the approach roads to the site.

All staff to be informed of traffic and parking restrictions such as no parking on the approach roads.

Care will be taken to ensure that the vehicles associated with the works do not block or impede local roadways.

Pedestrian access to site will be via public footpaths to the site entrance, then segregated pathways to site welfare and vehicle access will be via Bythesea Road, then into segregated parking areas.

A detailed site-specific Traffic Management Plan, including wheel washing and road cleaning strategies, will be produced and adhered to during the project.

A Vehicle Turning /Movement Area ,away from Welfare Area and Pedestrians is reflected on the Site Plan to the North Car Park Area.

Storage of hazardous materials

Hazardous materials shall be segregated and stored in appropriate containment in accordance with the Material Safety Data Sheet Requirements.

Minimum quantities of materials will be stored on site at all times.

Gas cylinders where possible will be removed from site on a daily basis or secured appropriately within the grounds of the property.

The Fire Risk Assessment for the site will evaluated stored materials and appropriate fire-fighting measures to be provided.

Contractors are to make PELLIKAAN CONSTRUCTION LTD aware of any hazardous materials they are to bring on to site and specific storage requirements, so they can be managed accordingly

Manual handling

The Manual Handling Operations Regulations apply to any manual handling operation that may cause injury at work. These operations will be identified by the risk assessment carried out under the Management of Health and Safety at Work Regulations.

They will include not only lifting but also lowering, pushing, pulling, carrying or moving loads by hand or other bodily force.

Manual handling operations risks have been identified. Where manual handling cannot be avoided, mechanical lifting equipment utilised where possible.

The physical attributes of employees to be taken into consideration prior to lifting task, carry out a team lift where necessary;

Employees trained in the correct manual handling techniques (Kinetic lifting) and made aware of size/weights; During the lift ensure load is secure.

Operatives supplied with appropriate personal protective equipment eg: gloves and safety footwear.

To reduce potential work related upper limb disorders, implement task rotation as appropriate, and adequate rest breaks given. Maintain good housekeeping practices at all times. Ensure travel routes are checked and cleared of obstructions and other hazards prior to handling / moving materials

Manual handling assessments will be undertaken for all tasks and contractors appropriately trained in lifting techniques.

Exposure to noise and vibration

In accordance with the Control of Noise at Work Regulations we shall ensure that the risk to our employees from exposure to noise is either eliminated at source or, where this is not reasonably practicable, reduced to as low a level as is reasonably practicable. The levels of exposure averaged over a working day or week, and the maximum noise (peak sound pressure) to which employees are exposed in a working day shall determine the actions we will take as an employer.

The values are:

- Lower exposure action values
 - ▶ Daily or weekly exposure of 80dB
 - ▶ Peak sound pressure of 135dB.
- Upper exposure action values:
 - ▶ Daily or weekly exposure of 85dB
 - ▶ Peak sound pressure of 137dB.

There are also levels of noise exposure which must not be exceeded:

- Exposure limit values
- ▶ Daily or weekly exposure of 87dB;
- ▶ Peak sound pressure of 140dB.

Exposure limit values take account of any reduction in exposure provided by hearing protection.

If it is perceived that there may be a noise problem in our workplace we will assess the risks and put in place a programme of noise controls as necessary. The risk assessment should help us to:

- Identify where there may be a risk from noise and who is likely to be affected.
- Estimate our employees' exposure levels for comparison with the exposure action values and limit values (see above).
- Identify what we need to do to comply with the law, e.g. whether noise control measures and/or hearing protection are needed, and, if so, where and what type.
- Identify any employees who need to be provided with health surveillance and whether any are at particular risk.

Our estimate of employees' exposure shall be based on reliable information, e.g. measurements in our workplaces, information from other workplaces similar to ours (where available), and/or data from suppliers of machinery.

Vibration

In accordance with the Control of Vibration at Work Regulations, employers have a duty to protect employees, and any other person who may be affected by that work, against risks to their health and safety arising from exposure to vibration at work.

HAV assessments will be undertaken for the equipment being used and exposure values logged; where appropriate health surveillance will be in place where the Daily exposure action levels are exceeded.

Most likely to affect those who use hand-held or hand-guided power tools and those workers holding materials that vibrate when fed into machines. Regular and frequent exposure can have permanent and disabling health effects often referred to as hand-arm vibration syndrome (HAVS)

Exposure to UV radiation

Outdoor workers can experience excessive exposure to the sun's UV radiation and therefore are more at risk from skin cancer.

Where contractors are to work outside, they are encouraged to comply with the sun safety code, ie:

- Take care not to burn
- Cover up with loose clothing
- Seek shade during the hottest part of the day and take your breaks in the shade
- Apply high factor sunscreen generously and frequently to any parts of the body exposed to the sun SPF15 or above.

If you are concerned about moles changing shape or colour and itching, weeping or bleeding, see your GP immediately.

5. HEALTH AND SAFETY FILE

Material for the Health and Safety File shall be delivered to the Principal Designer to the timescale and in the format required by them.

The material which shall be provided will include any material which will be of relevance to the health and safety of anyone working on, amending, maintaining, cleaning (if that cleaning comes under the application of the CDM Regulations) or demolishing the structure in the future.

Contents of the Health & Safety File

The Health and Safety File should contain the information needed to allow future construction work, including cleaning, maintenance, alterations, refurbishment and demolition to be carried out safely. Information in the file should alert those carrying out such work to risks and should help them to decide how to work safely. The level of detail provided should be sufficient to allow the likely risks to be identified and addressed by those who will be carrying out the work.

Information required from designers:

- (a) A brief description of the work carried out;
- (b) Any residual hazards which remain and how they have been dealt with (for example surveys or other information concerning asbestos; contaminated land; water bearing strata; buried services etc...);
- (c) Key structural principles (for example, bracing, sources of substantial stored energy – including pre- or post-tensioned members) and safe working loads for floors and roofs, particularly where these may preclude placing scaffolding or heavy machinery there;
- (d) Information and as-built drawings of the structure, its plant and equipment (for example, the means of safe access to and from service voids, fire doors and compartmentalisation etc...).

Information required from contractors:

- (a) A brief description of the work carried out;
- (b) Any residual hazards which remain and how they have been dealt with (for example surveys or other information concerning asbestos; contaminated land; water bearing strata; buried services etc...);
- (c) Hazardous materials used (for example lead paint; pesticides; special coatings which should not be burnt off etc...);
- (d) Information regarding the removal or dismantling of installed plant and equipment (for example any special arrangements for lifting, order or other special instructions for dismantling etc...);
- (e) Health and safety information about equipment provided for cleaning or maintaining the structure;
- (f) The nature, location and markings of significant services, including underground cables; gas supply equipment; fire-fighting services etc...;
- (g) Information and as-built drawings of the structure, its plant and equipment (for example, the means of safe access to and from service voids, fire doors and compartmentalisation etc...).

Any other information that may have a bearing upon the health and safety of anyone maintaining, cleaning, amending or demolishing the structures in the future.

APPENDIX 1:
SITE RULES

SITE RULES

The following site rules will be brought to the attention of all site personnel at the induction by the site manager and will be displayed on the designated site notice board at all times.

Breach of the site rules by a Trade contractor will be constructed as a breach of contract. Breach of the site rules by an operative will be a disciplinary matter.

The site is registered under the considerate constructor scheme.

Working hours:

Monday – Friday 08:00 – 18:00

Saturdays 08:00 – 13:00

Sundays/Bank Holidays By written approval of the project/site manager.

- All operatives must complete our online induction system prior to attending site (<https://induction.getositefast.com>) Once operatives arrive on site they must attend the site managers office immediately prior to starting works.
- All operatives and visitors must sign in and out on a daily basis. Operative signing in point is located in our gatehouse. Visitors signing in point is in our site reception.
- All operatives and visitors must follow the designated pedestrian walkways and crossing points. All plant must follow our traffic management system outlined in our induction presentation and displayed in the welfare facility.
- Smoking or vaping is not permitted on the site. Shelters are provided in the welfare areas.
- Drugs (with the exception of prescription medicines) are not permitted on site. Operatives under the influence of drugs shall not be permitted to work. All prescription medication must be declared on induction. Operatives having consumed alcohol shall not be permitted to work.
- Care will be taken to ensure that the vehicles associated with the works do not block or impeded local roadways.
- All operatives and visitors must park in the designated car park as per our site plan, presented in our induction process and displayed in the welfare. The car park is to be kept tidy, no rubbish to be left. Bins are provided in the welfare area.
- Suitable personal protective equipment must be worn as appropriate within the site including safety helmets, safety boots, protective footwear, overalls, hi-visibility tops, gloves, goggles, hearing protection and respiration protection as required by risk assessments and COSHH assessments. Workers are to be trained in the use of the PPE and must be provided with and use appropriate storage.
- Suitable dress, including shirts, must be worn at all times, Shorts and vests are not permitted to be worn on site. Hi Visibility attire must be tidy displaying own company logo or plain.

- Trade contractors are only permitted to work within the confines of the site and the site compound. Any deviation outside these areas are to be approved by the client and the site manager.
- Any damage to the existing works must be reported to the project/site manager.
- The site is to be kept tidy at all times. All waste must be disposed of into the correct skips. Recyclable municipal waste must be disposed of in our recycling bins in the welfare area.
- Fires are not permitted on site.
- Radios/stereos are not permitted on site.
- Children are not allowed in any of the working areas and must remain in vehicle cabs if accompanying delivery drivers.
- All accidents/incidents and near misses must be reported to the Pellikaan site manager, even if no medical attention is given. This includes subcontractors, site visitors and members of the public.
- No datums are to be marked by subcontractors. Only Pellikaan engineers are to set datums.
- The use of mobile phones are prohibited while – Operating plant machinery or power tools, while working at height or in excavation, while working within a medium – high risk working zone.
- Dust prevention provisions must be in place at all times. Dust extractors must be fitted to machines class H. General cleaning/housekeeping to be carried out with high power class hoovers, no broom. **BAN THE BROOM.** Face fit mask and tests are mandatory for any activity producing dust.
- Any person found damaging or vandalising any plant, materials, welfare facilities or safety equipment will be removed from the site immediately.
- Deliveries and visits to the site shall be made within working hours unless pre-arranged with the site management.
- Trade contractors are not to tamper with or attempt to alter any temporary electrical distribution units. Where required a competent electrician will carry out the work.
- All contractors must comply with the site emergency arrangements as displayed on site notice boards and detailed as part of their site accommodation and working areas.
- Trade contractors are to ensure that no contaminants are discharged into the surface water drainage system. Safe storage of contaminants must be provided by the subcontractor. Spill kits must be provided by the subcontractor.
- Trade contractors shall not use the site for any purposes other than carrying out the works. Trade contractors shall not display any advertisements on site without permission from the site management.
- Trade contractors are responsible for protecting their own work and also for ensuring no damage is caused to the work of other trade contractors.
- Only persons who have received specific authorisation are to erect, modify or adapt access platforms, scaffolds, handrails, ladders etc.

- Only trained, authorised operatives will be permitted to operate mechanical handling plant or power tools.
- All lifting equipment used on site must conform to LOLER 1998 requirements.
- All power tools and leads must be PAT tested and 110v. Daily visual inspections must be carried out by the operative.
- All operatives must follow our daily permit system outlined in our induction presentation.
- All operatives must follow our red card/yellow card system outlined in our induction presentation and displayed in welfare areas.
- Subcontractors are required to hold their own toolbox talks job/task specific on a weekly basis. These must be recorded and handed to the Pellikaan site management. Pellikaan site managers reserve the right to ask foreman to hold specific toolbox talks on subjects where they feel education is needed.

APPENDIX 2:
PHOTOGRAPHS

South East Elevation Main Entrance



North West Service Yard



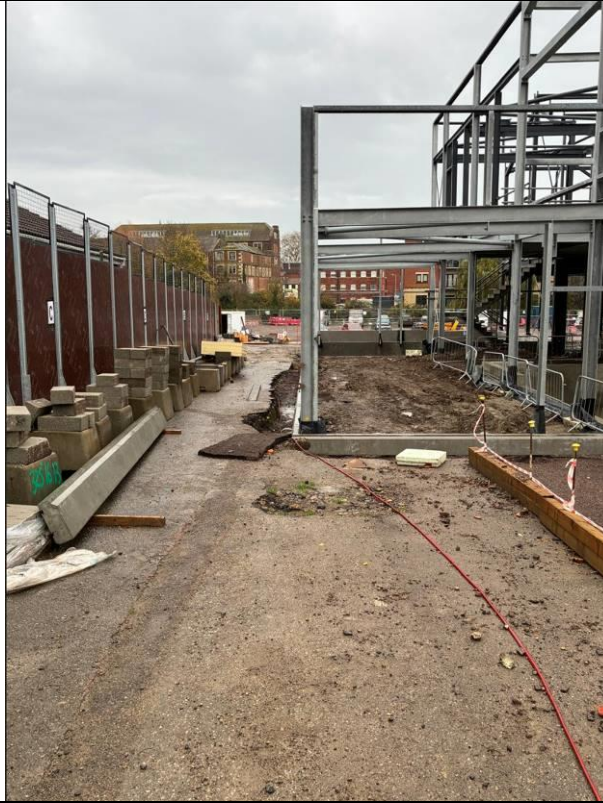
East Site Offices and Access Road



North Perimeter Plant Park



North Elevation adj Rothermere House



West Elevation



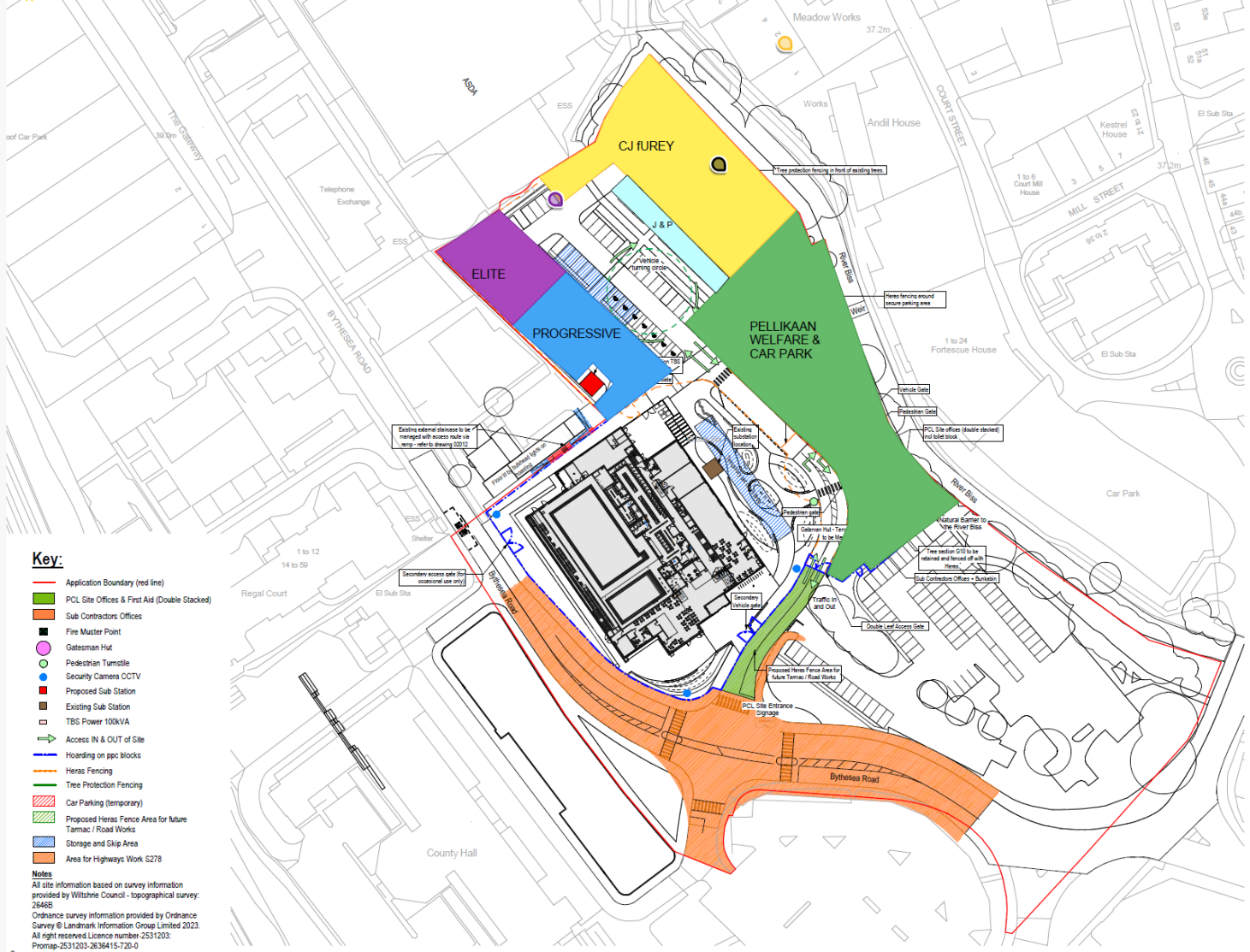
East Site Car Park and Spoil Storage



Pool Halls



APPENDIX 3:
SITE SET UP PLAN



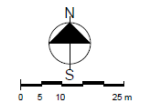
Notes

All site information based on survey information provided by Wiltshire Council - topographical survey: 26468
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Pnmap-2531203-2536415-720-0
Ownership boundary from drawing: 'LW_JMLR Title Plan WT245810 East Wing County Hall'

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Rev	Date	By	CHK	Description
001	10.08.24	SL	SL	ISSUED FOR CONSTRUCTION
002	22.08.24	SL	SL	ISSUED FOR INFORMATION
003	08.09.24	SL	SL	ISSUED FOR INFORMATION
004	10.09.24	SL	SL	ISSUED FOR INFORMATION
005	17.10.24	NP	SL	Issued for Construction
006	21.10.24	NP	SL	Issued for Construction
007	13.02.25	NP	SL	Issued for Construction
008	18.02.25	NP	SL	Issued for Construction
009	11.04.25	NP	SL	Issued for Construction
010	24.04.25	NP	SL	Issued for Construction

Notes:
Drawing to be read in conjunction with 11120-RL-KX-ZZ-CH-A-P0007-C04_A4L
Landscape Masterplan
see above mentioned drawing for up to date site masterplan and landscape design.
Construction Management Plan from early May 2024. See drawing 02010 for early stage hoarding.



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Approved Name Registered to Landmark

Project Name
Trowbridge Leisure Centre

Client Name
Alliance Leisure

Drawing Title
Site Setup Plan

Scale
1:500 - A1

Project No.
11120

Status
A5

Purpose of Issue
A5 Issued For Construction

Revision
F0008 C05

APPENDIX 4:

FIRE

Refer to separate documents

APPENDIX 5:
INCIDENT RESPONSE PLAN
Refer to separate documents

APPENDIX 6:
ENVIRONMENTAL
Refer to separate documents

APPENDIX 7:
Construction Method Statements
See separate documents

APPENDIX 8:
NEEDLE DISCOVERY PROCEDURE

Needle Discovery Procedure

1. Do Not Touch the Needle
 - Avoid direct contact with the needle or any other object that may be contaminated.
 - Do not try to move or dispose of it yourself unless trained and authorised to do so.
2. Secure the Area
 - Mark the area to prevent other workers from coming into contact with the needle. This can be done by using warning signs, cones, or rope.
 - Ensure that no one goes near the contaminated site.
3. Report the Discovery
 - Inform the site supervisor, They should take appropriate action and ensure proper procedures are followed.
4. Implement Site-Specific Procedures
 - If your construction site has a health and safety protocol for handling needles, follow those instructions.
 - Ensure that the proper personnel (e.g., a site medic or a trained team member) is called to handle the situation.
5. Use Personal Protective Equipment (PPE)
 - If the situation requires interaction with the needle (e.g., for removal), ensure that proper PPE is worn:
 - Gloves (preferably puncture-resistant)
 - Safety goggles to protect eyes from splashes
6. Disposal of Needles
 - Do not dispose of the needle in regular waste. It should be placed in a sharps container specifically designed for disposing of needles and other sharp objects. Use implements to pick up the needle, such as a litter picker stick
7. First Aid and Medical Attention
 - If anyone comes into contact with the needle, they should seek immediate medical attention.
 - The person should be encouraged to clean the area with soap and water.
 - If a puncture wound occurs, they should immediately report it to the Site Manager for a first-aid assessment and follow any post-exposure procedures.
8. Training
 - Ensure that workers are trained on how to recognise and safely report hazards, such as needles or other illicit substances.
9. Follow-up Actions
 - Conduct a site investigation to determine how the needle ended up on the construction site. This can help prevent future occurrences and ensure the safety of workers.
 - Consider conducting a site-wide review of safety practices to address potential hazards related to drug use on or near the site.