

Demolition Plan – Planning Only

Plan details

Project name	Demolition and land remediation to Pockeridge House MOD Corsham		
Contract number	2458		
Project address	Pockeridge House MOD Corsham SN13 9GB		
Project start date	01/09/2026 (Provisional)		
Project duration	16 Weeks		
Prepared by	Name: Alex Hunt	Sign: On Original	Date: 28 th January 2026
Reviewed and approved by	Name: Gareth Hunt	Sign: On Original	Date: 28 th January 2026

Issue log

Date	Details	Initials
13/01/2026	Received Pre-Construction Information from Principal Designer	AH
28/01/2026	Demolition Phase Plan prepared	AH
TBC	Issued Demolition Phase Plan to Site	
TBC	Accepted on Site for Start	

This Construction Phase Plan should be read in conjunction with:

Appendix A: Site Rules
Appendix B: Site Layout
Appendix C: Not Used
Appendix D: Not Used
Appendix E: Not Used

Appendix F: Not Used
Appendix G: Not Used
Appendix H: Not Used
Appendix I: Not Used
Appendix J: Not Used
Appendix K: Not Used
Appendix L: Not Used

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Project Details

Project Address

Project name	Demolition of Pockeridge House
Project address	Pockeridge House MOD Corsham SN13 9GB

Description of the Project plus Key Dates

Planned start date	01/09/2026
Planned completion date	20/12/2026
Description of project (scope of works)	The project comprises the complete demolition of the existing Pockeridge House, which has been identified as structurally unsound. All existing utility services serving the building shall be safely isolated, disconnected and capped, with services left in situ. The demolition works shall include the removal of the entire superstructure together with all associated foundations and below ground structures, which shall be grubbed up and removed in full. On completion of the demolition works, the site shall be levelled and reinstated to provide a stable and safe ground condition. The area shall then be returned to a wild seeded landscape to allow for natural regeneration. As part of the works, enhancements shall be carried out to part of the existing stables to provide alternative bat roosting opportunities, in accordance with the recommendations of the submitted ecological assessment, to mitigate the loss of bat roosts currently present within the building to be demolished.
Description of existing site and surrounding environment	The site is located within an MOD base and is situated in a relatively underdeveloped part of the wider estate. The immediate surroundings comprise areas of established woodland and open grassland, with limited adjacent built development. The setting is semi rural in character and supports local biodiversity. Bats are known to roost within the surrounding area, and the site forms part of a wider habitat network associated with the woodland and grassed landscape.

Details of Client, Principal Designer, Principal Contractor and Consultants

Organisations

Name and address	Contact name	Telephone No.	E-mail
Client	Defence Infrastructure Organisation	Redacted	Redacted
Principal Designer	Q Works Ltd	Redacted	Redacted
Designer	Not applicable at this stage	Redacted	Redacted
Principal Contractor	To be appointed following tender.	Redacted	Redacted
Employers Agent	Q Works Ltd	Redacted	Redacted
Architect	Not applicable.	Redacted	Redacted
Structural Engineers	Stewart Consulting Ltd	Redacted	Redacted
Mechanical and Electrical Engineers	Q Works Ltd	Redacted	Redacted

Enforcing authorities and emergency services

Name and address	Contact name	Telephone No.	E-mail
Health and Safety Executive	HSE Bristol Office 100 Temple Street Bristol BS1 6HT England	Redacted	Redacted
Environmental Agency	Environmental Agency Environment Agency Horizon House Deanery Road	Redacted	Redacted

	Bristol BS1 5AH		
Police & Fire (MoD or Hospital dedicated numbers)	MoD Police, Guard Service and Firefighters are stationed on site.	Redacted	Redacted
Nearest hospital details:	Royal United Hospital – Combe Park, Bath, BA1 3NG (major hospital with A&E)	Redacted	Redacted

Contractors

Package number	Package name	Name and address	Contact name	Telephone number	E-mail
TBC	TBC	TBC	TBC	TBC	TBC

Key Project Risks Highlighted (and details of where full information held)

Key Project Risks highlighted are held in the PCI, CDM risk register and Designers Residual Risk register. These risks must be considered by both the Principal Designer and Principal Contractor and the management of them detailed within the Construction Phase Plan.

Existing Services and Suppliers (including Emergency Contact Details)

The following existing services and supplies are on site:

Service Type	Location known Y or N?	Dead or live?	Supplier	Contact details	Drawing reference	Drawing location
Electrical	Y	Live	MOD	Redacted	Redacted	Building 417
Heating Oil	Y	Live	MOD	Redacted	Redacted	Building 417
BT	Y	Live	BT	Redacted	Redacted	Building 417

Client H&S File

The Clients existing H&S file does not exist as the building predates the requirement under CDM, however known information is held within Building 417. Available information relative to Health & Safety is;

Existing risks identified in Clients H&S File
Asbestos Register
Legionella Risk Assessment
O&M Records of projects overtaken in the past 20 years
Test and inspection records relating to planned maintenance
Ecological reports
Structural Assessments of the building
Details of hazardous areas.

Designers Residual Risk Register

The Designers residual risk register has not been completed yet as project at planning stage.

Existing risks identified in Designers residual risk register
TBC

Asbestos Register, Ground Surveys etc.

The following surveys are available:

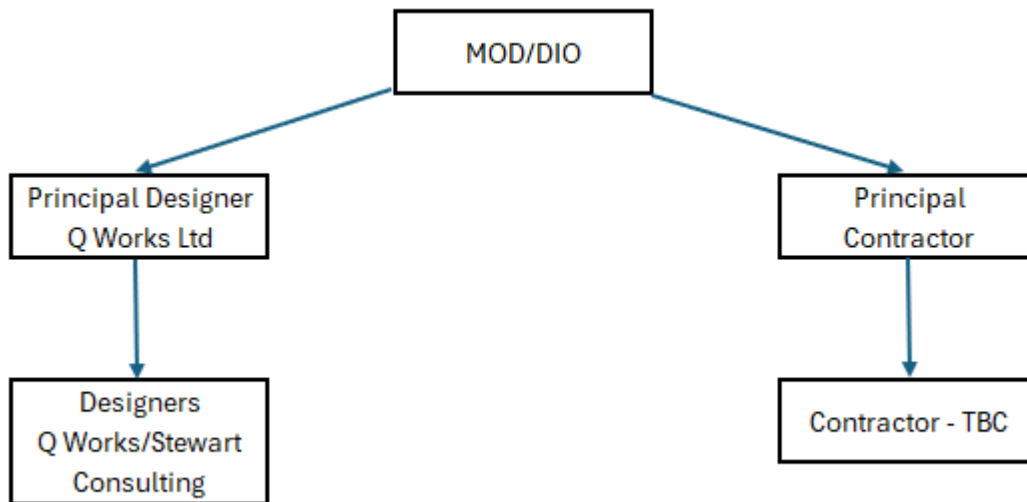
Survey Type	Survey reference	Survey date	Location of survey document	Appendix number
Asbestos	Tersus	December 2019	Building 417	N/A
Structural Report	Stewart Consulting Ltd	October 2025	Building 417	N/A
Ecological	HT Ecological Report	January 2026	Building 417	N/A

1 Management Structure

1.1 Health & Safety Roles and Responsibilities

1.1.1 Organogram

The management structure of the site team is shown in the organogram below. An up to date chart will be maintained within this document as appointments are made.



All employees will be responsible for the implementation of the relevant requirements of the Construction Phase Plan and will be familiar with and demonstrate commitment to the implementation of these policies.

- Take care of the health and safety of themselves and others who may be affected by their acts or emissions
- Co-operate with all parties in fulfilling their statutory obligations
- Co-operate with parties in its pursuit of continuous improvements of its safety, health and environmental performance
- Implement the relevant arrangements described in this document
- Behave responsibly and work safely at all times, without risk to safety, health or the environment
- Conform to the requirements of this plan
- Constantly monitor their workplace for potential hazards and risks and alert their immediate line manager if any are observed
- Be responsible for making themselves familiar with the requirements of the staff training matrix and ensure any training requirement is brought to the attention of their line manager.

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1.1.2 Coordinators/Appointed Persons

The Principal Contractor will appoint competent people to the role of co-ordinators/Appointed persons on site to manage specific risks associated with the works. They will be responsible for relevant permit systems and, if provided by contractors, will be identified at the pre-start meetings and recorded on the Appointments Matrix. The following table identifies the co-ordinator roles which are required for this site:

Co-ordinator/Appointed persons role	Name of Organisation	Role
Lead incident investigator	Mitie	Duty Manager
Incident investigator	Contractor - TBA	Site Manager
First response (evidence gathering)	Contractor - TBA	Site Manager
COSHH coordinator	Contractor - TBA	Site Manager
COSHH Editor	Contractor - TBA	Site Manager
Asbestos coordinator	Mitie	Compliance Manager
Asbestos AP management in buildings	Mitie	Asbestos Appointed Person
Asbestos AP for construction works	Contractor - TBA	Site Manager
Fire Risk & Emergency Coordinator	MOD Fire and Rescue Team	Duty Manager
Fire & Emergency Warden	Contractor - TBA	Site Manager
First aid coordinator	Contractor - TBA	Site Manager
Emergency first aider	Contractor - TBA	Site Manager
Hot works coordinator	Mitie	Authorised Person
Lifting coordinator/AP	Mitie	Authorised Person
Lifting appointed person for contract lifts	Contractor - TBA	Site Manager
Work at height coordinator	Mitie	Authorised Person
MEWP coordinator	Contractor - TBA	Site Manager
Scaffold coordinator	Contractor - TBA	Site Manager
Step ladder and ladder coordinator	Mitie	Authorised Person
Confined spaces coordinator	Mitie	Authorised Person
Underground services coordinator	DIO	Estates Manager
RAMS reviewer	Contractor - TBA	Site Manager
Electrical AP (HV/LV) – check Electrical Safety Plan	Mitie	Authorised Person
Mechanical AP - check Mechanical Safety Plan	Mitie	Authorised Person

1.2 Health and Safety Vision and Goals

1.2.1 We Care for Life

We work safely or not at all; we never walk by if we notice unsafe conditions and we support health and wellbeing.

1.2.2 Inspections and Audits

A programme of H&S audits and monitoring will be developed (in accordance with Principal Contractor's procedures) for the project to ensure compliance with legal and company procedures. These will consist of internal and external audits, site inspections and monitoring of works activities as per the duties of the management chart.

Contractors will be advised during the Pre-Start meeting on the frequency of inspections they are required to carry out. The Project Health and Safety Manager will brief all project personnel on trends that arise from such reports with clear action plans to prevent reoccurrence.

1.2.3 Positive Interventions

The Principal Contractor use a Positive Intervention system for reporting any issue relating to unsafe acts or conditions on site and for reporting best practice. This procedure will be communicated during the induction process.

1.2.4 Project KPI's

The Principal Contractor will monitor the health and safety performance of the project, its staff, trade contractors and the business as a whole to ensure that we achieve what we have planned and work to improve. Site safety performance shall be measured in the same way, with projects being monitored against set Key Performance Indicators. These KPI's are:

KPI	Unit of measurement	How KPI is collected	When KPI is reported
Managers holding SMSTS/Equivalent IOSH	Quantity of appropriately qualified individuals	Skills Matrix	Monthly
Number of TBT's	Per week	Signed Attendance Records	Monthly
H&S Inspections	Per week	Recorded H&S Inspections	Monthly
Contractors Pre-start meeting	By number of contractors on project	Signed Attendance Records	Monthly

1.3 Communication & Consultation Arrangements

1.3.1 Regular Liaison Between Parties on Site

Good co-operation and co-ordination of work is essential if risks are to be identified early on and properly controlled. Liaison between all parties (Designers, Principal Contractors, Contractors and the Client) will be maintained by utilising the following means:

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- On site meetings
- Subcontract documentation
- Notice boards
- Committee meetings
- Toolbox talks
- Pre-commencement meetings
- Inductions

All Contractors will be provided with a copy of this Construction Phase Plan and will be required to make any necessary allowances to enable full compliance with the content of this plan.

This Construction Phase Plan and all associated documents will be available on site at all times for review by interested parties.

1.3.2 Consultation with the Workforce

Health, safety and environmental issues will be discussed at monthly meetings for the Contractors Supervisors/Managers and General workforce.

Contractors are to nominate their representatives and issue the names to the project management team at the start of the contract.

Notice boards will be located throughout the project to ensure information is communicated to all personnel on the project. The following information will be displayed as a minimum:

- ✓ Copy Employers Liability Insurance
- ✓ The H&S Law Poster
- ✓ Details of First Aiders and the location of the first aid kit
- ✓ Emergency telephone numbers:
 - Fire
 - Nearest Hospital providing A&E Cover
 - Enforcing agencies and Utility company info
- ✓ Site drawing showing the location of Works Offices and Set Up, Welfare, Toilets, Fire Points, Escape Routes, Fire Exits and Assembly Points, and Lay down areas, Traffic Management Plan
- ✓ Site Rules & any current restrictions
- ✓ F10

Non-English-speaking workers will only be allowed to work on site in compliance with the following:

- Generally, every worker will need to demonstrate that they have an understanding of the English Language
- If non-English speaking Contractors are required to carry out works, the following will apply:
 - Induction, method statements and risk assessments are translated into the mother tongue by the Trade Contractor
 - One English speaking worker who can communicate in the language of the group to every four operatives
 - Access to site is at the discretion of the Principal Contractor

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1.3.3 Exchange of Design Information

Design information will be exchanged via the digital document control system; however due to the nature of the project some information will be classified as Restricted and as such this will be limited to hard copy for on-site use only. Further guidance can be found in the Design Management Plan.

1.3.4 Handling Design Changes

Any design changes will be via the Designers Design Manager using the 'Design Change Control' protocol. Personnel who wish to make design changes must use the Design Change Request (DCR) form obtained from the Design Manager. Further details on the protocol can be obtained on site.

2 Management arrangements

2.1 Selection and control of contractors

Contractors will be selected via a two-stage approach. Action plans will be developed to address issues that arise from the audit to ensure close out is reached before an order is placed.

Contractors who plan to contract the works out must ensure competence checks are carried out on all contractors tendering the works and evidence of such checks made available to the project management team before works starts.

Employers are accountable for the actions of their employees and as such maybe requested to attend site if a problem cannot be addressed at site level following the conduct of one or more of their employees.

Contractors will be audited throughout the duration of the project at regular intervals, i.e. after 6 weeks on site, then every 3 months until completion or if the need arises. The Principal Contractor will undertake these audits to ensure compliance with legal requirements and compliance with this plan. Contractors are expected to hold the necessary documentation in an auditable manner, and this will be countersigned during the audit process and recorded within the report.

The level of supervision will be based on levels of risk. A Supervisor is permitted to control a maximum of 12 operatives (1:12 ratio). The project management team will agree with the Trade Contractor a suitable level of supervision and if they should be working or non-working.

Suppliers of materials are required to provide adequate health and safety information to support their products. Contractors are to ensure suppliers include specialist handling and storage instructions for materials.

The Project CoSHH co-ordinator will co-ordinate the dissemination of CoSHH information relevant to each trade contractor where interface is likely.

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All Contractors and suppliers of plant and equipment shall ensure that all plant delivered to site and all vehicles delivering plant and or materials, where applicable comply with current legislative, code of practice and local guidance requirements with regards to noise, dust and emissions production.

If plant is supplied by Contractors, then they shall be audited against their own delivery/fit for purpose procedures. Where a company doesn't have a procedure or where it is of a lesser standard than the Principal Contractors then they shall comply with Principal Contractors procedure.

All electric power tools and associated equipment (including extension leads) shall be physically checked and tested and certified by a competent person every three months. A register shall be maintained on site showing the items of plant, its unique identity and the date of test. Every contractor is required to produce certification for any power tools brought onto site and to subsequently carry out maintenance and inspection in accordance with legislation.

Routine inspection of plant and equipment shall be undertaken as per legislative requirements, a copy of the plant weekly inspections shall be deposited with the Principal Contractor.

Exchange of Health and Safety Information between Contractors

Prior to any contractor commencing work on the project they will attend a project specific Pre-Start meeting, additionally as and where required Progress meetings will be convened by the Principal Contractor and attendance by the Contractors Supervisors will be required. A record of all Pre-Start meeting and progress meeting minutes are held in site files and digitally.

During the normal working events of the project, Contractors Supervisors will liaise with other trades working in their area and discuss the impact of their work on others (risks and controls etc.)

2.2 Site Security

The site will be fully hoarded with fixed access gates in order to prevent unauthorised access. Where there is a requirement to use Heras fencing instead of a full timber hoarding, all fencing panels will be double clipped, adequately footed and kept closed at all times when not being used for access.

On this project access to the site will be maintained in the following way:

- Access via the Military Guard Service Visitor Centre on accessing MOD Corsham
- Signing in and receiving a brief from the Site Manager.
- Site hours are 8am to 5pm.
- Works out of hours will not be permitted.

2.3 Site Induction

Personnel requiring access to site will undertake a site induction prior to entry. The aim of the induction is to ensure those working on or visiting the project understands the key risks of the project, the emergency procedures, standards required whilst on the project and the wider requirements of working at Corsham. Regular reviews of the induction will be undertaken throughout the lifespan of the project and revised accordingly.

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Competence cards such as CSCS, JIB, and CPCS etc. must be shown at induction. If a card is available for the occupation ([BUILD UK Accepted Record Scheme](#)) then that card must be shown. Checks will be carried out on personnel to ensure the right card is held for the occupation and if not acceptable that person may not be permitted to work on site. Prior to this induction Trade Contractors must conduct their own induction for new starters.

Visitors will undertake a shorter version of the normal induction and will be escorted at all times by a fully inducted person.

Supervisors will attend a Supervisor brief immediately after the site induction; this is mandatory for all supervisors working on site.

2.4 On Site Training and Competencies

Personnel on the project will undertake a programme of health, safety and environmental training that will be conducted both on site and off site

A training matrix will be held in the project office for all personnel and Contractors are requested to have their own employees training matrix available for audit purposes.

Contractors are reminded that it is a legal requirement to train all personnel in their employment and the project will not accept untrained personnel working on its site.

Toolbox talks will be carried out on a regular basis; as a minimum, personnel will be expected to have one per week. Registers of attendance must be maintained for audit purposes.

Managers

Each manager will hold the necessary competency card for their specific job role, CSCS Managers cards etc. (see BUILD UK Accepted Record Scheme). The Principal Contractor require managers to hold a level of health and safety training qualification, i.e. ConstructionSkills Site Managers Safety Training Scheme (SMSTS) or equivalent.

Supervisors

Each Supervisor will hold the necessary competency card for their specific job role, CSCS Supervisors card etc. (see BUILD UK Accepted Record Scheme). The Principal Contractor require supervisors to hold a level of health and safety training qualification, i.e. ConstructionSkills Site Supervisors Safety Training Scheme (SSSTS) or equivalent.

Operatives

Each Operative will hold the necessary competency card for their specific job role, CSCS/CPCS/IPAF card etc. (see BUILD UK Accepted Record Scheme). The Principal Contractor require operatives to have obtained or be working towards their relevant health and safety training qualification.

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Where there is no BUILD UK Accepted Record Scheme competency card available for a specific occupation, contractors must supply relevant proof of competency at Pre-Start meeting and the project management team will make a decision as to whether the person is allowed to work on site.

2.5 Site Welfare and First Aid Facilities

An adequate site set up and suitable welfare will be set up in advance of works commencing, in line with the requirements of CDM 2015.

The welfare will consist of the following as a minimum:

- Male toilet with washing and drying facilities
- Female toilet with washing and drying facilities
- Drying room/locker room
- Canteen
- Kettle/fridge
- Drinking water
- Provision for heating food

The site office and welfare will be set up adjacent the site. The areas allocated shall be kept clean and tidy at all times and shall be regularly inspected as part of Site Safety Inspections.

First Aiders are to be nominated and details passed to the project management team before starting work. Within the main office facility there will be a minimum of two First Aiders at all times, details will be listed on the posters within the main office.

A First Aid box will be available in the main site office and maintained by the Appointed Person, the appointed Mitie First Aiders are:

Named First Aiders:
TBC

Contractors will supply adequate First Aid boxes for their workforce. Contractors must also ensure they have sufficient First Aid cover proportionate to their task(s). Details of the nominated First Aiders will be identified in the Method Statement and on the Pre-task briefing cards. Trade Contractors without their own First Aid cover will only be permitted to work if they can obtain cover from other contractors or the Principal Contractor.

All First Aiders must provide evidence of their training and expiry dates to the project management team before they start on site. First Aiders will be identified by either a green hard hat or green and white sticker on their hard hat.

2.6 Reporting and Investigation of Accidents and Incidents

All personnel working on the project will report any unsafe act, unsafe condition or incident that could have or did result in an injury or damage being sustained. The reporting procedure (including Positive Interventions) will be explained during the site induction.

All accidents must be recorded in an accident book and the project management team supplied with a copy of the entry; details will then be entered onto the Principal Contractors Database, OSHENS. Trade Contractors are responsible for completing the RIDDOR report ([F2508](#)) and copies supplied to the project management team and followed by a detailed investigation report.

The project management team will ensure that all such reports are acted upon and the root causes are identified and communicated to the workforce so lessons can be learnt to prevent reoccurrence; these will be published on various notice boards throughout the project.

2.7 Production and Approval of Risk Assessments and Safe Systems of Work

The project management team responsible will ensure that a thorough risk analysis “HAZID” is conducted with the supply chain for the work under their principal contractor control, before developing the RAMS and the activities commencing onsite. The risk analysis will be conducted with the relevant stakeholders to ensure the methodology, logistics, hazards and controls for their tender contract are fully discussed and addressed. The HAZID review must conclude who will produce the RAMS and agree the timescales for production of all documentation including critical review dates.

Personnel are not to undertake work unless a safe system of work has been approved by the project management team. Risk Assessments, Method Statements, Permits to Work etc. will be reviewed by the project management team in advance of the work commencing; once approved the Trade Contractor will be given the authority to proceed with the work. The safe system of work must take into account the significant findings recorded on the Risk Assessment and not be a ‘generic’ document. Safe systems of work must be sent to the project document control for entry onto the register.

Safe systems of work will be communicated to all personnel undertaking the task and a register of attendance must be maintained. Personnel will be questioned during routine site inspections on their knowledge of the safe system of work to ensure the paperwork actually backs up the way in which the work is undertaken. Consultation with the workforce is vital to the production of any safe system of work to ensure a realistic but safe method of working is written. The Principal Contractors ‘Safe start’ card is to be used as a method of communicating this information and details of its use will be explained at induction.

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2.8 Site Rules (including Drug and Alcohol Policy and Minimum PPE)

2.8.1 Site Rules

The Construction Phase Plan forms the basis of Site Rules and must be adhered to by all personnel working on the project at all times. Failure to comply with this plan may result in personnel being removed from site by the project management team.

2.8.2 Drugs and Alcohol Policy

The Principal Contractor operate a zero tolerance to drugs and alcohol use on all its sites. Personnel will be subject to random or for cause testing at various times throughout the project. Personnel who refuse to undertake a test or those who test positive will be removed from site immediately and refused access to site in the future.

Following an incident on site, personnel maybe requested to undertake a test to establish if drugs or alcohol were a contributory factor to the reason why the incident occurred.

Personnel who are taking prescriptive medication must inform the project management team at the earliest opportunity, i.e. when starting on site, as this may be detected on the test results.

2.8.3 Personal Protective Equipment

The mandatory PPE for the project is as follows:

- High Visibility jacket/vest
 - Banksman/Slinger/Signaller - Orange
 - All other personnel - Yellow
- Safety boots
- Safety Helmet
 - Black - Supervisor
 - Orange – Slinger/signaller
 - White – Site manager/competence operative
 - Blue – All those coming to site who do not fall into any of the aforementioned categories
 - All helmets must meet British Standard BS EN 397.
- Gloves
 - Specific gloves to the task to be undertaken. Operatives may require several types of gloves to undertake their task; these will be made available by their employer.
- Eye protection
 - Must be Optical Clarity 1 and Impact Strength F, (Class 1F) for day-to-day use. Task specific requirements apply. Tinted lenses are permitted for outdoor use on bright sunny days; however, they are not permitted for use in poor visibility conditions.

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- Personnel who wear prescription eyewear must obtain prescriptive safety eyewear if they are working on site. Prescriptive safety eyewear is rated to take impact both on the frames and the lenses whereas normal glasses do not afford this level of protection. It is not acceptable to wear over glasses for long periods of time and will only be permitted on this project for short visits.

3 Fire Risk and Emergency Arrangements

The project emergency procedures take into account fire, explosion, service strike, accidents and incidents. The Fire Risk & Emergency Coordinator for the project is TBC (Principal Contractor) and will develop the [Fire Risk & Emergency Plan](#) as the project progresses.

3.1 Fire

A Fire Strategy will be developed where any existing fire strategy need to be varied or developed due to the nature of the works undertaken. As the project progresses it will continue to be developed and will include means of alarms, such as remote electronic sounders, muster and fire extinguisher points and evacuation procedures. Where building remain occupied by the client, any variations to their fire strategy will be communicated in readiness for communication to the building users. Muster points will be established, and details displayed on notice boards throughout the site and communicated to all site personnel.

3.2 Explosion

In the event an explosion occurring the immediate area must be secured and made safe before any first aid treatment can be administered. All non-essential personnel are to be kept out of the area. The Police and project team must be informed immediately of the location, casualties and any other relevant information.

3.3 Service Strike

In the event of a service being damaged during construction work the area is to be made safe and the project management team informed immediately. The project management team will inform the service provider immediately and jointly co-ordinate the repair of the services. A detailed investigation will be undertaken to establish why the service was struck.

3.4 Accident & Incidents

All accidents and incidents must be reported to the project management team to allow the investigation process to begin. Initial details will be collated by the supervisor or manager responsible for the works, i.e. brief statements from witnesses, photos and measurements etc. It is important to leave the scene of all accidents and incidents untouched to preserve evidence for the investigating person (Project Health and Safety Manager) who will conduct a full investigation; only preserve the area if safe to do so. All incidents will be recorded on the EHS Database.

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4 Arrangements for Controlling Significant Site Health and Safety Risks

4.1 Key risks

The key risks identified at this stage for this project are deemed to be as follows:

Key project risks	Project Health risks
Deliveries and logistics	Asbestos
Dealing with services	Work stress
Adjacent land use	Manual handling
Stability of structures	Hazardous substances
Fall prevention & working at height	Noise and vibration
Leptospirosis (Weil's disease)	Dust
Lifting operations	Leptospirosis (Weil's disease)
Plant & equipment	
Excavations	
Traffic management	
Storage of materials	
Mobile phones	

4.2 Control of key Risks

4.2.1 Deliveries and logistics

The Principal Contractor intend that materials and work equipment being delivered to site will be pre-arranged with the project management team at pre-arranged times and entered onto the delivery schedule. Deliveries that have not been pre-arranged may not be permitted to enter the site.

All deliveries will be escorted onto site unless the driver has attended the project induction and issued with a security pass. Trade Contractors are to ensure that suitably inducted personnel are made available to escort the delivery onto site. Site Security is not resourced to escort vehicles onto site. Instructions for Delivery Drivers will be issued to drivers at security and must be adhered to at all times.

Trade Contractors are to ensure all plant and equipment arriving on site is compliant with legal requirements, i.e. test certificates, inspections etc. and must be checked before being used on site. The Principal Contractor will conduct random audits on equipment being delivered and equipment found non-compliant will not be permitted onto site.

4.2.2 Dealing with services

Underground services running throughout the construction zone have been identified, however, Information available for the existing services cannot be totally relied upon and therefore CAT scan, Radar scan, handing

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digging maybe required to identify live services. Caution must be taken, and all services treated as live and a permit to work obtained.

4.2.3 Adjacent land and building use

During the enabling works protection of third-party personnel and property must be closely monitored as a high priority. Any works that create an unsafe condition will be suspended immediately and made safe followed by disciplinary procedures where appropriate.

4.2.4 Stability of structures

A comprehensive specific demolition sequencing plan will be produced by the Demolition Contractor undertaking the demolition of the existing building and will take into account the stability of structures and the safety of all personnel involved. Demolition work will only proceed on approval of the plan and a restricted zone implemented to protect other workers. Structures being demolished are not to be left in a temporary state unless they are adequately supported and signed off by a qualified person or the Temporary Works Coordinator.

All scaffold structures will display a Scaffold Inspection Record tag and signed by a competent person in accordance with the guidelines.

4.2.5 Fall prevention & working at height

Falls from height remains the biggest killer in the construction industry however if properly planned accidents can be avoided. The following hierarchy must be applied when working at height:

- Avoid the need to work at height (design out the risk)
- Prevent falls (collective protection measures (guard rails) before personal protective measures (working in restraint)
- Minimise the distance of fall (nets, airbags, fall arrest harnesses)

All work equipment used to prevent falls will be fit for purpose and conform to legal requirements. If contractors are required to use access equipment such as Aluminium Towers, Podiums etc. they will ensure a selection of sizes are available to the workers.

Workers found to be working unsafely, i.e. standing on guardrails to gain height, will be disciplined and maybe removed from site. If workers are having difficulties reaching their place of work, they must stop work immediately and consult their supervisor.

Devices fitted for safety must be used at all times, i.e. wheel locking devices and workers are reminded not to pull themselves along whilst using access equipment.

If harnesses are to be used, they must be fit for purpose, workers trained in their use and understand the dangers' arising from falls (suspension trauma etc.), inspected by a competent person and stored correctly. Anchorage points must be tested and be suitable for the task.

All access equipment will be clearly identified, i.e. ScaffoldTag system etc.

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The use of ladders and stepladders is permitted however personnel must demonstrate that all other options have been considered and a risk assessment completed before the Principal Contractors Ladder permit is issued. Ladders must be tagged, and inspection records held for each ladder and when not in use secured in such a way as to prevent other personnel from using them. Ladders and stepladders are the LAST RESORT.

4.2.6 Lifting operations

All lifting operations will be co-ordinated by the Principal Contractors Lifting Co-ordinator to ensure each lift is properly planned and controlled by competent personnel.

Lifting plans must be submitted to the co-ordinator in advance of any lifting operation being undertaken to allow a full review of the proposed lift. The Principal Contractor and Principal Designer shall provide the Lifting Contractor the relevant information required (ground conditions etc.) to properly plan the lift.

4.2.7 Plant & equipment

All plant and equipment being used on site will be maintained in accordance with legal requirements and will be suitable for the task to be undertaken. Compliance checks will be carried out by the project management team on a regular basis and discrepancies addressed accordingly.

Any plant and equipment that falls below the required standard will be removed from service until it is repaired or replaced.

4.2.8 Excavations

All excavations will have suitable steps taken to prevent encountering buried services, collapse and protection from falls. Engagement with the Temporary Works Coordinator/Supervisor/Designer and implementation of the Temporary Works procedure is required in conjunction with the avoidance of underground services procedure. The person responsible for the excavation will ensure all excavations are inspected before each shift and at regular intervals throughout the day, with a written report completed.

Edge protection should be adequate for the task and appropriate to the risk; particular attention should be paid to third parties. Bunting tape will not be accepted as edge protection.

A suitable permit system will be employed by the project management team before any excavation work starts.

4.2.9 Traffic management

Traffic routes on site will be clearly marked and restricted to 5mph throughout site and will be segregated from all pedestrians with crossing points clearly marked. Details of the site layout will be available on site and updated accordingly; this will show direction of traffic, turning points, holding areas, storage areas etc.

Vehicles exiting site will be checked for excess mud and where necessary pass through a vehicle wheel wash before leaving site. Monitoring of the road conditions will be carried out throughout the day and where necessary roads will be cleaned accordingly.

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4.2.10 Storage of materials

Approval for storing materials on site must be obtained from the project management teams before arriving on site. Designated areas will be allocated to each contractor and it is the responsibility of each contractor to ensure these areas are maintained and without risk to health, safety or environment, i.e. stacking of materials, chemicals etc.

Materials must have suitable arrangements put in place to prevent unnecessary damage and waste.

4.2.11 Mobile phones

Personnel are reminded of the dangers of using mobile phones whilst working on a demolition site as they can cause the work to become distracted and unaware of the immediate environment. The following basic Principles must be applied:

- Stop work (if safe to do so)
- Move to a safe area, away from any hazards (plant and machinery etc.)
- Take the call
- End the call
- Return to the works area

Personnel who are found using a mobile phone whilst undertaking work, maybe disciplined in accordance with this plan.

4.3 Health Risks

To ensure that the health and wellbeing of all individuals working on sites all contractors must ensure that they have arranged for access to occupational health services for the duration of the project/contract for all their employees. This provision is necessary for advice relating to employees and workplace health issues and provision of statutory, legal or the Principal Contractors health assessments or surveillance requirements.

4.3.1 Asbestos

Full Refurbishment and demolition surveys will be available prior to undertaking any works which have the potential to expose asbestos. The result of all surveys will be communicated on site. All asbestos removal works will be carried out by suitable licensed and competent organisations only.

The asbestos surveys for this project are available at Building 417.

4.3.2 Contaminated land

Where there is a risk that there is contaminated ground within the existing site a full survey will be undertaken and communicated prior to works. Contaminated land will be removed by licensed and competent contractors only in order to mitigate the risks associated with contamination.

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4.3.3 Manual Handling

Manual handling is to be avoided wherever possible and alternative mechanical means used. Where it is not practical to avoid manual handling best practise techniques should be employed at all times and a full risk assessment produced for the process.

4.3.4 Hazardous Substances

Contractors using substances hazardous to health must complete CoSHH Assessments for all products and submit the findings to the project management team prior to the works starting. Harmful materials will be minimised wherever possible by using the Principal Contractors Alternative Materials Database, which highlights non-CoSHH alternatives (available from the project office).

Contractors are required to hold a register of all CoSHH items being used on the project. Advice on the layout of the register will be explained during the Pre-Start meeting.

Where an assessment has identified health surveillance, Contractors must arrange for the required surveillance to personnel concerned. This will be monitored by the project management team.

Personnel will be briefed on the assessment for the substance they are using with particular attention being paid to the health risks and first aid procedures.

4.3.5 Noise and Vibration

All tools and equipment must be suitably selected, maintained and inspected to reduce noise and vibration so far as reasonably practicable. As minimum operatives should know their exposure limits for the equipment they are using and the steps necessary to reduce the risk. PPE must afford the appropriate level of protection as indicated by the risk assessment and manufacturers guidance. Health surveillance for all operatives must be undertaken if there is a residual risk from noise and or vibration.

4.3.6 Dust

Measures must be taken to reduce dust so far as reasonably practicable by use of water suppression, Local Exhaust Ventilation systems (LEV's) etc. particularly during demolition. Where these measures do not sufficiently reduce the dust, suitable face fitted RPE will be worn. Dust creation and type will be monitored to ensure ongoing effective control. Health surveillance for all operatives must be undertaken if there is a residual risk of ill health from dust inhalation.

4.3.7 Leptospirosis (Weil's disease)

Where there is a risk of Weil's disease an education programme and hygiene procedures should be deployed to all on site. Post exposure advice should be readily available at all times.

4.3.8 Work Stress

The project life cycle and demands can create work stress; therefore, measures should be put in place to identify and manage these factors to reduce the likelihood of ill health.

Add any additional site-specific H&S risks and how they will be controlled here. The Health Risk team should be consulted, and an audit schedule agreed and established to complete annual Health Risk audits.

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4.4 The Health and Safety File

The Principal Contractor has a duty to provide information requested by the Principal Designer for inclusion in the Health and Safety File.

Similarly, all Trade Contractors have a duty to supply information requested by the Principal Contractor for onward transmission to the Principal Designer.

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5 Demolition Sequencing and Remediation

5.1 Demolition Sequencing & Methodology (Planning Application Overview)

The proposed demolition works comprise a single, continuous demolition operation undertaken as a standalone activity, following which the site will be reinstated and returned to a wild seeded landscape. The demolition methodology described below is provided as an overview to demonstrate that the works can be undertaken in a controlled and environmentally responsible manner, with detailed demolition methods to be submitted for approval prior to commencement in accordance with any planning conditions imposed.

1. Prior to demolition, all necessary ecological mitigation measures will be implemented in accordance with the submitted ecological report. The presence of bats within the existing building has been identified and demolition will be sequenced to ensure that appropriate licensed mitigation, exclusion or timing controls are in place prior to any works affecting bat roosting features. Demolition will not commence until all ecological pre commencement requirements have been satisfied.
2. Any trees within or adjacent to the site will be protected for the duration of the works. Whilst demolition activities are not anticipated to impact Tree Preservation Order trees, protective fencing and working practices will be implemented where required to ensure that surrounding trees and root protection areas are safeguarded throughout the demolition process.
3. All existing services serving the building will be identified, isolated and made safe prior to demolition. The demolition works will include the removal of the entire superstructure followed by the grubbing up and removal of foundations and below ground structures. There is no known land contamination, and works will be managed in a manner appropriate to the existing ground conditions.
4. Soft strip works will be undertaken prior to structural demolition to remove non structural elements, fixtures, fittings and redundant services. This will reduce waste volumes during demolition and allow for effective segregation of materials for recycling and disposal.
5. Structural demolition will be undertaken in a progressive and controlled sequence, generally working from the top of the structure downwards and within defined working areas. Demolition activities will be planned to maintain structural stability at all times and to limit the spread of dust, noise and vibration. Appropriate dust suppression measures will be employed throughout the works.
6. Temporary exclusion zones will be established around the demolition area for the duration of the works. Footpaths and roads within the MOD owned land surrounding the site will be temporarily cordoned off and diverted as necessary to maintain safety. No public highways outside the MOD estate are anticipated to be affected.
7. Access to the site will be via Westwells Road and the private MOD road network. Demolition works are anticipated to be undertaken during normal daytime working hours, typically between 8am and 5pm Monday to Friday. No works outside these hours are currently proposed.

All demolition arisings will be managed in accordance with best practice waste management principles, with materials segregated where practicable and removed from site using licensed carriers.

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A detailed Demolition Method Statement and associated risk assessments will be prepared and submitted for approval prior to commencement of works, providing full details of sequencing, plant, exclusion zones, ecological controls and safety measures.

5.2 Remediation & Methodology (Planning Application Overview)

The proposed remediation works form part of a standalone demolition project and are intended to ensure that the site is left in a safe, stable and environmentally appropriate condition following removal of the existing building. This section provides an overview of the anticipated remediation approach for Planning purposes. Detailed remediation methodologies will be developed and submitted for approval prior to commencement of works where required.

There is no current evidence of contaminated land within the site. However, remediation works will be undertaken on a precautionary basis to address any localised risks that may be encountered during demolition and foundation removal. Should any unexpected contamination be identified during the works, appropriate measures will be implemented in accordance with best practice and relevant regulatory guidance.

Following completion of demolition, all foundations and below ground structures will be grubbed up and removed in full. The exposed ground will be inspected and any remaining hardstanding, obstructions or unsuitable material will be removed to allow for reinstatement. Excavations will be backfilled using suitable inert material and compacted to provide a stable formation.

Remediation activities will be managed to minimise impacts on the surrounding environment. Dust, noise and vibration will be controlled through appropriate working methods, and vehicle movements will be managed to prevent tracking of material beyond the site. All works will be undertaken within defined working areas and exclusion zones to maintain safety and control.

Any trees within or adjacent to the site will be protected throughout the remediation works. No excavation or heavy plant operations will take place within tree root protection areas unless otherwise agreed and appropriately controlled. Ecological mitigation measures identified within the submitted ecological report will continue to apply during remediation works.

Surplus materials arising from remediation will be segregated and removed from site using licensed waste carriers. Materials suitable for reuse on site may be retained where appropriate. All waste will be managed in accordance with relevant waste legislation and duty of care requirements.

On completion of remediation works, the site will be levelled and reinstated to support wild seeding and natural regeneration, returning the land to a condition appropriate for its setting within the wider MOD estate.

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6 Schedule of Appendices

The following documents are relevant to and appended to this Construction Phase Plan.

Appendix Identification	Appendix title
A	Site Rules
B	Site Layout
C	
D	
E	
F	
G	
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I	
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L	
M	
N	

Appendix A – Site Rules

Site Rules

Before working on site, you must:

- Sign in and out everyday
- Participate in a site induction
- Attend regular pre-task briefings
- Read, understand and sign your Risk assessments, method statements and COSHH assessments
- Wear appropriate PPE
- Obtain a permit to work if required
- Only operate plant you are trained in, are authorised to use and hold an appropriate competence card for
- Ensure plant and equipment is tested and inspected before use and is well maintained
- Know and comply with the emergency response procedure
- Know and comply with the accident/incident reporting procedure
- Know and comply with the site fire plan
- Be aware of your surroundings and potential hazards
- Report anything you have concerns over
- Agree to take action and report unsafe acts or conditions
- Keep the site and your work area secure and in a clean and tidy order
- Dispose all waste as instructed
- Arrange deliveries with the site team to ensure that timing does not conflict with any site restrictions
- Add Client/Project specific rules as required

When working you MUST NOT:

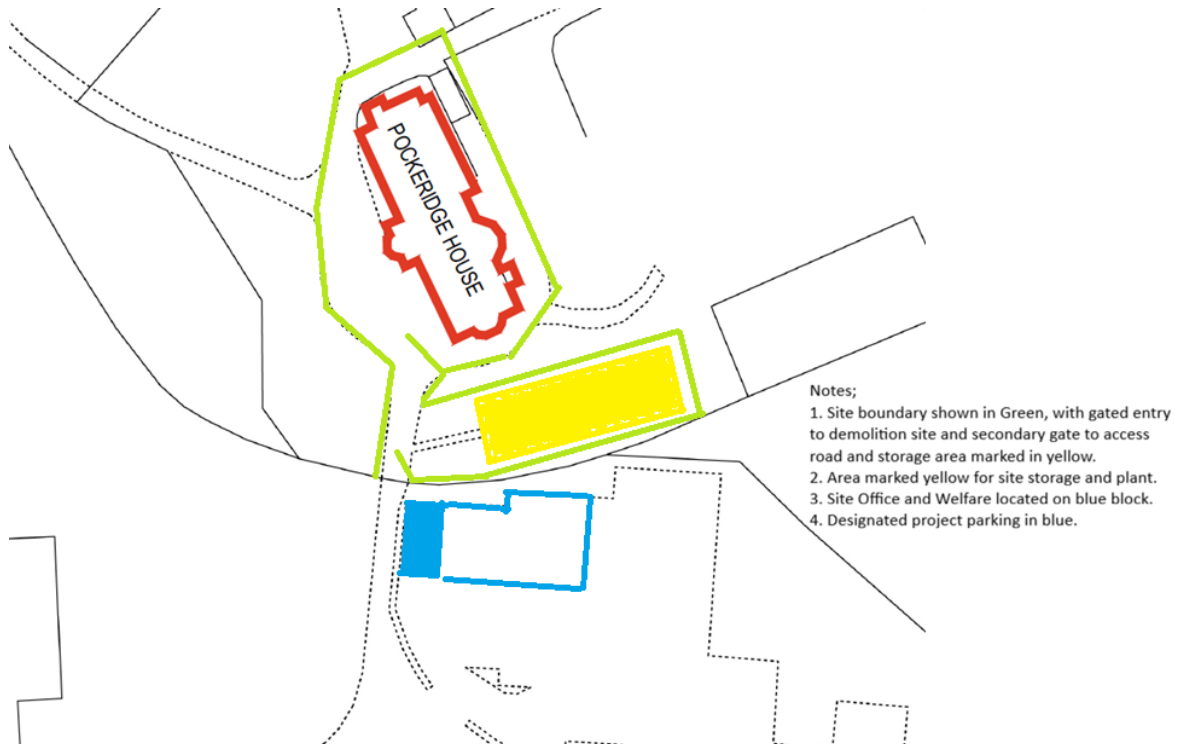
- Use foul or abusive language, wolf whistle or employ any other form of unsociable behaviour
- Take risks or shortcuts
- Ignore any dangerous activity being carried out
- Leave plant or tools unattended, unless isolated and secure
- Knowingly harm the environment
- Work outside agreed working hours
- Use personal music systems
- Smoke, unless in a designated area
- Discriminate anyone on the grounds of their age, disability, gender, pregnancy, race, belief, religion
- Remove safety barriers or devices
- Ignore safety signage
- Block access and egress routes or emergency exits
- Block any roads or driveways or reduce pedestrian's visibility of roads and crossings
- Proceed with activities that could cause statutory nuisances such as noise, dust
- Leave welfare facilities unclean or untidy
- Bully or harass anyone
- Add Client/Project specific rules as required

Drugs and Alcohol Policy

- You may be subject to disciplinary action and dismissal, if you:
- Drive a company vehicle while under the influence of drugs or alcohol
- Report for duty in an unfit state due to the use of alcohol, drugs or substance of abuse
- Be in possession of alcohol, drugs or substances of abuse whilst on duty
- Consume alcohol, use drugs or substances or abuse whilst on duty

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Appendix B – Draft Site Layout



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