



MERTHYR TYDFIL COUNTY BOROUGH COUNCIL

AFON TAF 3G SYNTHETIC TURF RUGBY / FOOTBALL PITCH DEVELOPMENT

Prepared by: Toby Grace
Date: 24th January 2025

Project	Afon Taf School, 3G Pitch
Client	Merthyr Tydfil County Borough Council
Carrick Project Number	P10336
Document Title	Construction Environment Management Plan (CEMP)
Prepared by	Toby Grace
Signed	
Date	24.01.2025

This document has been prepared in accordance with the requirements of Regulation 12(2) of the Construction (Design and Management) Regulations 2015. The Plan describes the management and site arrangements to ensure that, as far as is reasonably practicable, the works can be carried out safely and without risk to health.

Revision Record				
Revision	Date	Status	Description of Principal Revisions	Prepared
01	07.11.2024		Initial	T Grace
02	17.12.2024		REV-2	T Grace
03	24.01.2025		REV-3	T Grace

CONTENTS OF MAIN DOCUMENT

- 1. Introduction**
- 2. Project Information:**
 - 2.1 Description of Project & Methodology
 - 2.2 Design Team
 - 2.3 Location
 - 2.4 Nature of Construction Works
 - 2.5 Environmental
 - 2.5 Programme of Works
- 3. General Statement of Health & Safety**
 - 3.1 Working Safely During Covid-19
- 4. Details of Management Structure**
 - 4.1 Management Responsibilities
- 5. Existing Environment**
 - 5.1 Current Land Use
 - 5.2 Existing Structure
 - 5.3 Boundaries and Access
 - 5.4 Ground Conditions/Structural Factors
 - 5.5 Asbestos and other Hazardous Materials
 - 5.6 Existing Traffic Systems
 - 5.7 Site Security
 - 5.8 Footpaths/Bridleways
- 6. Information to Sub-Contractors and Other Who May Be working On Site**
- 7. Selection of Sub-Contractors/Suppliers**
- 8. Communications and Cooperation**
- 9. Activities Requiring Risk Assessment and For Method Statement**
- 10. Emergency Procedures**
 - 10.1 Emergency Contacts
 - 10.2 Emergency Procedures
- 11. Accident Reporting**
 - 11.1 Other Reportable Occurrences
- 12. Accident/Investigation Procedures**
- 13. Information and Training for People on Site**
- 14. Consultation with People on Site**
- 15. Site Rules**
- 16. Welfare Arrangements**
- 17. Health and Safety File**
- 18. Arrangements for Monitoring**
- 19. Appendices**

1. INTRODUCTION

Carrick Sports recognise that it is our responsibility as Principal Contractor to develop and monitor this Construction Environment Management Plan (CEMP), and to ensure that it is kept fully up to date throughout the duration of the contract and accurately reflects the situation on site.

The Pre-Construction Project Information Package supplied by the CDM Principal Designer must be kept available on site and should be contained within Appendix 3 of this Construction Stage Health & Safety Plan.

It should be noted however that the Pre-construction Project Information Package “must not be interfered with in any way!” References can and should be made to terms originating in that Pre-Construction Project Information Package, but any amendments, additions or deletions must only be recorded within this Construction Phase Health & Safety Plan.

All amendments, additions or deletions must be recorded in the “Revision Sheet” pages, with relevant information being added to the document by the appointed persons.

No alterations or additions should be made to this Health & Safety Plan without the prior knowledge and approval of the site management.

Aims and Targets:

The aim of the Construction Environment Management Plan (CEMP) is to demonstrate that Health & Safety management is planned into the work undertaken on this project to achieve the following: -

- Plan, manage and monitor the construction phase, providing adequate resources and competent site management that is appropriate for the risks envisaged during the project.
- Provide contractors with the necessary information about the project that they need in order for them to carry out their work safely and without risk to health.
- Facilitate the co-ordination, co-operation and communication between contractors on the site.
- To achieve high standards of Health & Safety performance.
- To reduce accidents, ill health and damage to property.

Our Health & Safety Targets for this Project are:

- The achievement of a 'no lost time' accident rate.
- To ensure that all works undertaken have a minimal Health, Safety and Environmental impact on the surrounding area.
- Ensure appropriate dust suppression is utilised during earthworks.
- Maintain the delivery of materials or skip collection out-with School travel / pick up times during the day.

2. PROJECT INFORMATION

2.1 DESCRIPTION OF PROJECT:

The works will involve earthworks & installation of a 3G pitch at Afon Taf School

Involves:

- Site set up and compound establishment
- Setting out of works location
- Playing field works: -
- Earthworks & installation of installation of a 3G pitch at Afon Taf School

- CSC will supply all plant/drainage materials for the works. Suitable lay down areas for storage of materials, adjacent to works location to be agreed with Client Site Team and created by CSC prior to works commencing

2.2 PROJECT TEAM

CLIENT:	Merthyr Tydfil County Borough Council
Address	Civic Centre Castle Street Merthyr Tydfil CF47 8AN
Tel	01685 725000
Contact	Dan Bufton
Email	Dan.Bufton@merthyr.gov.uk
TECHNICAL ADVISOR:	N/A
Address	
Tel	
Contact	
Email	
ARCHITECTURAL DESIGNERS:	N/A
Address	
Tel	
Contact	
Email	
PRINCIPAL CONTRACTOR:	Carrick Sports Construction Limited
Address	2 South Wardpark Court Cumbernauld Scotland G67 3EH
Tel	01386 462425
Contact	Toby Grace
Email	toby@carricksports.com
PROJECT MANAGER/EMPLOYER'S AGENT:	Merthyr Tydfil County Borough Council
Address	Civic Centre Castle Street Merthyr Tydfil CF47 8AN
Tel	01685 725000
Contact	Dan Bufton
Email	Dan.Bufton@merthyr.gov.uk
CDM PRINCIPAL DESIGNER	Merthyr Tydfil County Borough Council Engineering Division
Address	UNIT 20 MERTHYR TYDFIL INDUSTRIAL PARK PENTREBACH MERTHYR TYDFIL CF48 4DR
Tel	01685 725000
Contact	
Email	

2.3 LOCATION:

Afon Taf High School
Yew St,
Troedyrhiw,
Merthyr Tydfil
CF48 4ED

2.4 NATURE OF CONSTRUCTION WORK

Setting out

Undertake access road condition survey.

Set up compound area.

Spray off topsoil with total herbicide

Strip topsoil and remove off site.

Cut and fill formation and access path.

Grade subsoil formation

Supply and install drainage system to all work areas.

Supply and install silt traps and inspection chambers.

Supply and install geotextiles over graded formation up to drain lines.

Undertake CBR & ground testing to inform on base design/thickness

Supply and install stone base.

Supply and install macadam layer

Supply and install shockpad

Supply and install WORLD RUGBY/FIFA Quality (60mm pile) carpet with sand and SBR crumb infill.

Install goal recess area.

Supply install 5m high rebound fencing.

Supply and install 200 Lux LED floodlight system.

Supply and install socketed mobile football goals & team shelters

Supply and install rubber crumb containment system.

Supply and install detox areas at gates.

Install access path

Employ WORLD RUGBY / FIFA accredited independent test house to undertake keystone tests during construction and undertake independent testing of the 3G rugby/football areas to World Rugby and FIFA Quality standards.

Accreditation to World Rugby Regulation 22 and EN 15330-1

Reinstatement of any damage from plant and weather

Reinstate compound areas

Clean roads

Reinstate damage to site access roads

Landscaping works

A Permit to work system will be in place, forming a safe system of work to control high-risk work activities, such as Excavating near buried services and confined space entry. Our permit to work system follows the issue, receipt, clearance, and cancellation process. Permits to work can be found in our Construction phase H&S File, located in the site office.

CONSTRUCTION WORK METHODOLOGY

EARTHWORKS

Note – These works will only be carried out during periods of suitable weather

A permit to dig will be obtained and signed by all “digging” personnel; all services will be marked out by the surveyor as per the site standards and where applicable, if required
Area to be CAT scanned by trained operatives prior to digging.

Strip topsoil & bund, using dozer, excavators & dumpers, all topsoil to be handled in line with *Construction Code of Practice for the Sustainable Use of Soils on Construction Sites*.

Grade subsoil, using machine-controlled equipment to levels & gradients on design drawings.

Remediate stone, building materials from soil & stone burry where applicable.

Return topsoil, & grade to finished levels, as agreed with the client

NEW PIPE DRAINAGE

Install a pipe drainage system at 10 m centres in the pitch formation surface using perforated plastic pipes and twin wall main drains with a connection into the main outlet drain at the north-eastern end of the pitch. Piped drainage shall discharge to chambers installed by the main contractor.

GEOTEXTILE

Place a geotextile membrane over the formation (but not over the drain trenches) to maintain the integrity of the overlaid stone base layer.

SUB-BASE

Import, spread and consolidate a 300 mm thick layer of TYPE 3 permeable aggregate to the required tolerances.

KERBING

Install kerb edging around the artificial turf pitch set on and haunched in concrete.

MACADAM

Construct a porous macadam base to achieve the stability and the required surface tolerances, comprising a 40 mm base course.

PITCH SURFACE

Install approved shockpad prior to installation of the carpet system to provide the required playing performance characteristics in accordance with required standards. Playing surface to be green in colour.

FENCING

Erect a weldmesh panel fence around the outer edge of the path, 5.0 m high along each side with ball stop netting to 8m high at each end, pedestrian fencing will be installed to spectator areas with 42mm heavy duty galvanized tube and key clamp fittings.

COMPETENCY OF THOSE INVOLVED

It is preferred that all site personnel will hold valid CPCS/NPORS cards. Plant drivers will also possess a relevant CPCS/NPORS card. Alternative certification proving competence may be accepted following prior inspection and approval from CSC Senior Management

Site Foreman/Supervisor will possess minimum SSSTS certification, details of which will be retained in the site/contract files

EQUIPMENT TO BE USED

Excavator(s); various sizes (certificates to be kept in site file)

Dozer(s) various sizes

Forward-tipping dumpers & Articulated dump trucks

Tractors; various sizes

Various attachments

Any other equipment/small plant tools and attachments required

All plant will be checked daily, prior to work starting, and logged on the daily plant inspection diary

LIFTING OPERATIONS

Lifting operations must be coordinated through Site Management

Site Foreman/Manager to discuss any lifting requirements in advance to enable a suitable lifting plan to be formulated and put in place prior to lifting commencing

Only appointed personnel are to be involved with any lifting and/or slinging operations

FIRE PRECAUTIONS

In case of fire, all site personnel will follow the site rules for reporting fire and using the designated escape routes. All personnel **MUST** remain at the designated assembly point as laid out by CSC Site Management during site induction

MONITORING OF WORK

We have full-time on-site supervision (working Foreman) that will carry out daily task and method statement briefings, if required

The daily task briefings will be specific to works being carried out, highlighting any issues raised by the workforce

QUALITY CONTROL

Quality control sheets will be completed by the CSC Foreman/Supervisor daily (if required by the Client)

Upon completion of the works, there will be a handover to the Client to ensure their acceptance of the works

CSC Site Manager and/or Contracts Manager to be available to complete any check sheets produced by the Client, if required

2.5 ENVIRONMENTAL

A toolbox talk on environmental risk will be given prior to commencing the work and at regular intervals thereafter

Housekeeping and pollution prevention measures will be monitored by the engineer and supervisor on a weekly basis

All items of plant will be checked to ensure that they will not result in damage to the environment

Any fuel stores on site will either be in a twin-walled bowser or bunded storage area which can store 110% of the volume of fuel stored. Fuel will be supplied and distributed by the CSC site team

Spill kits are available and will be used to soak up any spillage of harmful liquids such as diesel, petrol oil etc

Drip trays will be used during re-filling

Once used, the absorbent granules/pads will be replaced into the bag they came in and disposed of in the COSHH skip (if available) or removed from site

COSHH Assessments and SDS held in site file

Earthworks & Silt

The following measures will be implemented to mitigate silt from earthworks entering the adjacent watercourse:

Minimising the amount of time stripped ground and soil stockpiles are exposed.

Only removing vegetation from the area that needs to be exposed in the near future.

Seeding or covering stockpiles.

Using geotextile silt fencing at the toe of the slope, to reduce the movement of silt; this should be installed before soil stripping has begun and vehicles start tracking over the site.

Collect run-off in lagoons and allow suspended solids to settle before disposal.

Divert clean water away from the area of construction work in order to minimise the volume of contaminated water.

Brushing or scraping roads to reduce dust and mud deposits, appropriately disposing of material collected.

Road sweepers when used will transport material to authorised tip offsite.

Disposal of water from excavations, dewatering and pumping

Preventing water from entering excavations, by using cut-off ditches.

Using pump sumps in excavations.

Raising inlet hoses above the bed to ensure that they do not disturb silt on the bed.

Discharging clean water onto a hard surface e.g. concrete slabs/gravel, to avoid causing impact from ground/bank erosion.

Using appropriate pump rates; to avoid disturbance of bed or bank the maximum rate should be set after consideration of the flow of the river, the location of the discharge and the risk of erosion.

Protecting the pump inlet to avoid drawing in aquatic life and other debris.

Minimising disturbance of standing water.

Concrete, cement and grout

The following measures will be implemented to mitigate concrete, cement and grout entering the adjacent watercourse:

Be sited on an impermeable designated area.

Be sited at least 10 metres from any watercourse or surface water drain, rock outcrop (hard rock at surface) or karstic sinkhole to minimise the risk of run off entering the water environment.

Have settlement and re-circulation systems for water reuse, to minimise the risk of pollution and reduce water usage.

Have a contained area for washing out and cleaning of concrete batching plant or ready mix lorries.

Collect wash waters that cannot be reused or contain wash water for authorised disposal off site.

Tree Protection

All trees to remain on site to be adequately protected during construction and other operations in accordance with BS 5837 : 2012 "Trees in relation to Design, Demolition and Construction." Protection fencing shall be erected prior to any operations on site and shall be considered sacrosanct. It shall not be removed or breached during operations without prior consultation with an arboricultural specialist and the approval of the Local Authority.

As large an area around each tree as possible shall be protected. The minimum distance for the erection of protective fencing around each tree is below the outermost limit of the branch spread or at a distance equal to half the height of the tree, whichever is the further from the tree trunk.

Herras Fencing positioned at the outer edge of the Root Protection area, securely staked and with RPA warning signs attached, shall be erected in accordance with 2 above. Fencing shall be secured on posts at either end, and at intervals of not more than 4.5 meters, in accordance with the distance around each tree specified in 2 above.

No activities or materials shall be allowed within the fenced-off area. Notices should be erected on the fencing with such words as "Protected Area – no operations or materials within the fenced area."

If it is essential that protective fencing has to be moved closer to the trunk than the distance stipulated in 2 above, for example to allow scaffolding for building works beneath the canopy spread of the tree, it should be as far away from the tree as possible. Boarding should protect the ground between this fencing and the building (eg. Scaffold boards) in accordance with Figure 6 of BS 5837. A single thickness of boarding laid on the soil surface will provide sufficient protection for the pedestrian loads, but more substantial boarding should be left undisturbed and should be protected with a porous geotextile fabric. If necessary, sand should be laid on the fabric to level the ground. When required, the building scaffolding should be erected on the boards. The boarding should be left in place until the building works are finished.

If tree roots are in evidence beyond the fencing, such fencing should be extended to protect the roots. If this is not practical due to the roots being located where they may be liable to damage by vehicles, machinery or operations, advice should be sought from an arboricultural specialist.

Additional precautions outside the fenced areas should be taken to avoid damage to trees in the following ways:

Oil, bitumen, cement or other material likely to be injurious to a tree should not be stacked or discharged within 10m of a bole, and materials generally should not be stacked or discharged within 5m of a bole.

Concrete mixing should not be carried out within 10m of a tree.

If possible, trees to be conserved should not be used as anchorages for equipment used for removing stumps, roots or other trees, or for any other purposes. When this is unavoidable, the trees should be protected in accordance with the recommendations of BS 3998. d) Notice boards, telephone cables, or other services should not be attached to any part of the tree. e) Care should be exercised when using cranes or similar equipment near the spread of the canopy of a tree. f) It is essential that allowance should be made for the slope of the ground so that damaging materials such as concrete washings, mortar or diesel oil cannot run towards trees or hedges.

2.6 PROGRAMME OF WORKS

Construction Start Date	18 th November 2024
Construction Programme	19 Weeks
Completion Date	28 th March 2025

3. GENERAL STATEMENT OF HEALTH AND SAFETY

It is the Company Policy that work on this contract will be carried out in accordance with; Part 4 of the CDM Regulations 2015 and in accordance with the Company's Policy for Health, Safety and Welfare.

3.1 Working Safely During Covid-19

These are exceptional circumstances, and the industry must comply with the latest Government advice on Coronavirus (Covid-19). To ensure this, we have developed specific COVID-19 site risk assessments and method statements (Appendix 1). Our aim is to ensure we are protecting our workforce and minimising the risk of spread of infection. Government Guidelines are being continually monitored and will be followed at all times, any updates will result in a review of our RAMS and amendment where necessary. Any changes will be distributed to all operatives and visitors and implemented on site.

4 DETAILS OF MANAGEMENT STRUCTURE

The management structure for the project is defined below. Day to day responsibility for the project will rest with the site manager acting for the Carrick Sports. At the start of each contract and thereafter, weekly health and safety matters will be discussed with the site manager and Project Compliance Coordinator responsible for health and safety.

The site manager will receive a copy of the health and safety plan and each operative on site will be made aware of the contents and whereabouts of the plan.

Records will be kept of all safety visits to the site and any additional visits by our Project Compliance Coordinator in the form of a safety inspection report.

Name	Position	Contact No
Stewart Aird	Managing Director	07802464482
Robert Muir	Contracts Manager	07359312425

Stewart Aird

Giving strategic guidance and direction to the entire company to ensure that the Company achieves its health & safety vision, mission, and long-term goals.

Robert Muir

Client liaison: ensuring Carrick Sports Construction co-operate with all members of the project, on all matters including H&S.

Darren Lewis

Day to day management of all on site activities. Communication of all health & safety information to the workforce, & other parties involved with the project.

4.1 Management Responsibilities

Description	Person(s) Responsible
Contracts Manager	Robert Muir
Project Administrator	Karen Spiers
Project Compliance Coordinator/H&S Advisor	AMC Safety Management
Site Manager	Darren Lewis
Produce Construction Phase Plan	Project Manager/ Project Compliance Coordinator
Review and update CPP	Project Manager/ Project Compliance Coordinator
Collate Health and Safety File information	Project Manager/ Project Compliance Coordinator
Carry out & record daily briefings	Site Manager
Fire Safety Co-ordinator	Site Manager
Preparation and Review of Fire Safety Plan & Drawing	Site Manager / Operations Manager
Fire Warden(s)	Site Manager

5. EXISTING ENVIRONMENT**5.1 Current Land Use**

Natural turf sports pitches

The closest occupied buildings are the school, residential properties and business activities adjacent to the site.

5.2 Existing Structure

Existing macadam access road, natural turf playing fields, running track, netball courts, Welsh Water sewers & school buildings.

5.3 Boundaries & Access

Site to be fully secure with a complete fence and lockable, gated access.

Signage will be erected identifying points, traffic & pedestrian routes, car park, general site security and information.

Please note the proximity of the existing housing on Yew Street on the northern border of site. This will require co-operation when scheduling deliveries etc.

5.4 Ground Conditions / Structural Factors

Scan and Trace of the area works for the location of underground services where required is to take place prior to the works. All scanning will be carried out in accordance with HSE Guidance HSG47 - Avoiding Danger from Underground Services. Ground investigation reports show the ground has very low CBR results.

5.5 Asbestos & Other Hazardous Materials

As per ACM report, (available in pre-construction information). Keep a watching brief.

All site staff are aware to remain vigilant and immediately stop work if any suspected asbestos remaining material is encountered and immediately report this to the site manager.

5.6 Existing Traffic Systems and the Development (Special Considerations)

See Appendix 9 for Traffic Management Plan.

Care must be exercised during vehicle movements within the site grounds and on exit from site due to traffic flow and pedestrian movements.

The entrance, adjacent highway and the access routes via the adjacent car park are to be kept clear of mud, rubble waste and packaging from site works.

5.7 Site Security

Boundary Fencing/Hoarding	Heras fencing to all non-secure boundaries
Access/Site Gates	Existing & Heras gates will be chained & padlocked.
Signing-In Procedures	All personnel and visitors to sign-in daily.
Lockable Cabins	All temporary accommodation will be lockable.

Suitable boundary fencing, and signage will be installed as soon as possible following site possession. Boundaries and signage will be checked regularly as part of the Site Managers daily checks. Should it become apparent that any breaches of security have occurred; the above provisions will be reviewed.

5.8 Footpaths/ Bridleways

A Traffic Management Plan will be prepared prior to the start of the works and will detail the following:

- Traffic routes / turning areas
- Parking
- Vehicular/pedestrian access/egress from site
- Segregation of vehicles/plant and pedestrians/operatives
- Material unloading areas

In addition, signage will be clearly displayed on the approaches to the site warning of the danger of the site entrance.

6. INFORMATION TO SUB-CONTRACTORS AND OTHERS WHO MAY BE WORKING ON SITE:

Information for sub-contractors regarding risk arising from the work environment will be communicated to all relevant parties by the provision of a written Risk Assessment. Where the risk factor has been assessed as 'low' the information may be communicated verbally.

Specific 'site safety induction' training will be delivered to all personnel and visitors arriving on site the safety induction will include information on all, reasonably foreseeable, risks which have been identified during the process of risk assessment.

Our site management must receive activity and site-specific risk assessments and safe systems of work from all sub-contractors prior to commencement of their works. The sub-contractor must be able to demonstrate the competency of their operatives and that suitable and sufficient supervision has been provided to manage their work activities.

Sub-contractors are responsible for ensuring the briefing of all their operatives on the findings of Risk Assessments and awareness of the control measures necessary. The sub-contractors must also ensure that any other operatives who may be affected by their works are made aware of any hazards.

Carrick Sports site management will hold monthly safety meetings, whereby all subcontractors on site will be required to be represented at the meeting. This meeting aims to involve all contractors in the proactive management of good Health & Safety on site. In addition to the monthly meetings, weekly meetings of this kind will assist in providing a formal medium for the provision of information to all contractors. General Health & Safety information will also be provided to all contractors.

There will be another Contractor working on site during the period of works. These are not employed by Carrick Sports Construction. Daily briefings will be held with the contractors to ensure coordination of works is clear and all are aware of upcoming activities.

7. SELECTION OF SUB-CONTRACTORS / SUPPLIERS:

In our capacity as Principal Contractor, we have developed procedures for vetting the competence and resources of sub-contractors engaged in the Construction Phase of this project.

The following information provides details of the sub-contractor selection process. A copy of our Pre-Qualification Questionnaire is available from our office upon request. All information regarding the vetting and approval of sub-contractors is recorded on file and held at our office (contact details contained within Section 1).

The company directors or their appointees shall maintain an Approved Sub-Contractor Register, which shall be updated from knowledge and form feedback from the various sub-contractors. Any sub-contractor named or nominated in a contract shall be deemed to be approved for the purpose of that contract and MUST be entered in the approved register.

No sub-contract shall be awarded to a company or person who is not on the Approved Sub Contractor Register, except for a company or person named or nominated for a specific contract.

Labour only sub-contractors need not be recorded on the Approved Sub-Contractor Register, but records will be held at our office and a site induction will be carried out and recorded on site by the site management or other nominated person.

The approved Sub-Contractor Register shall be periodically reviewed to ensure that all subcontractors maintain the high standard of Health & Safety Management required.

Approved sub-contractors are those who: -

- Have a previously satisfactory working relationship with the Company
- Have supplied satisfactory evidence of capability to the Company
- Have third party registration as being a firm of assessed capability

8. COMMUNICATIONS AND CO-OPERATION

It is Carrick Sports policy to co-operate in the participation, commitment, and involvement in Health & Safety activities at all levels. It is essential not only to fulfil our legal obligations for consultation with employees, but also to achieve effective risk control.

All operatives and visitors to the site must undergo a safety induction, prior to being allowed entry. All inductees will be asked to confirm their knowledge and understanding of the contents of the briefing, and their agreement to compliance of our requirements.

All work activities will be subject to the risk assessment process, with findings verbally communicated to all those affected. In the case of 'high risk' activities, all those affected will be issued with written information and will be deemed 'competent' to undertake the works.

"Toolbox Talks" are mandatory for all site operatives and will be held regularly on appropriate topics on site.

It is Carrick Sports policy to ensure all levels of site personnel are involved in the management of Health & Safety, therefore all operatives are encouraged to communicate any concerns they may have or suggestions for any improvements they may have to improve Health & Safety on site.

Carrick Sports will undertake to hold site safety meetings on a monthly basis, in order to implement effective communication and co-operation with all parties involved with the construction process. Each site sub-contractor will be represented at this meeting in order to make appropriate comment on any aspect of Health & Safety matters which may concern site personnel.

Site meetings	Site Manager and Supervisors	Monthly
Early morning meetings	Site Manager and Supervisors	Daily
Site Safety Induction	Site Manager with Operatives	Before starting on site
Toolbox Talks	Delivered by Site Manager	Weekly
RA/MS briefings	Delivered by Site Manager	Before starting site works

Carrick Sports have a standard agenda for site Health & Safety meetings which will be followed, and meetings will then be minuted and distributed to all in attendance.

An 'Open Door' policy is in place and any site personnel involved in the construction process can obtain access to site management to discuss any concerns or otherwise relating to health, safety and welfare on site. It is site management's responsibility to record any significant information of any such discussion and ensure any remedial action is taken where necessary, in order that a satisfactory outcome is achieved.

The following will be displayed in the site office/canteen area on the site safety notice board.

- HSE Law Poster.
- F10 Notification of Project.
- Certificate of Employers Liability Insurance.
- Details of actions to be taken in the event of a fire.
- Details of the nearest A & E Department.
- Details of First Aid arrangements for the site.
- The Company Drug and Alcohol Policy.
- Site Rules.

9. ACTIVITIES REQUIRING RISK ASSESSMENT AND METHOD STATEMENT

All activities on site will be subject to Risk Assessment and a safe system of work which will be completed prior to going on site by the Site Manager. The following areas below have been highlighted prior to commencing work on site, as part of our Site Set-Up. All other Risk Assessments and Method Statements will be updated as the works progress.

- Manual handling
- General work at height
- Slip trips and falls
- Dust Suppression
- Use of ladders
- Safe use of Vehicles
- PPE
- Noise
- Underground services

ARRANGEMENTS FOR HANDLING DESIGN CHANGES

We will ensure that all continuing design works is co-ordinated through the CDM Principal Designer and the project team, and that all identified significant and residual risks must be assessed with alternative options considered to remove the hazard.

We will as Principal Contractor inform the project team of all sub-contractors who have a design input at the earliest opportunity to allow full consideration of health and safety matters to be given.

In the event of amendments to the design layout or detailed design of any part of the development at any time during the course of the construction phase of the works, Carrick Sports will bring this to the immediate attention of the project Architects and the CDM Principal Designer in the first instance in order that full implications under the terms of the CDM Regulations 2015 can be assessed and, if necessary, taken account of. This would include a copy of all relevant instructions and variations.

Details of all matters relating to Health and Safety will be passed to the CDM Principal Designer including all and any significant residual risks which have been unable to be designed out.

We will as the appointed Principal Contractor give sufficient notice of any unforeseen events and/or design changes to allow for assessment and if necessary, re-design or other more suitable action to be carried out.

10. EMERGENCY PROCEDURES:

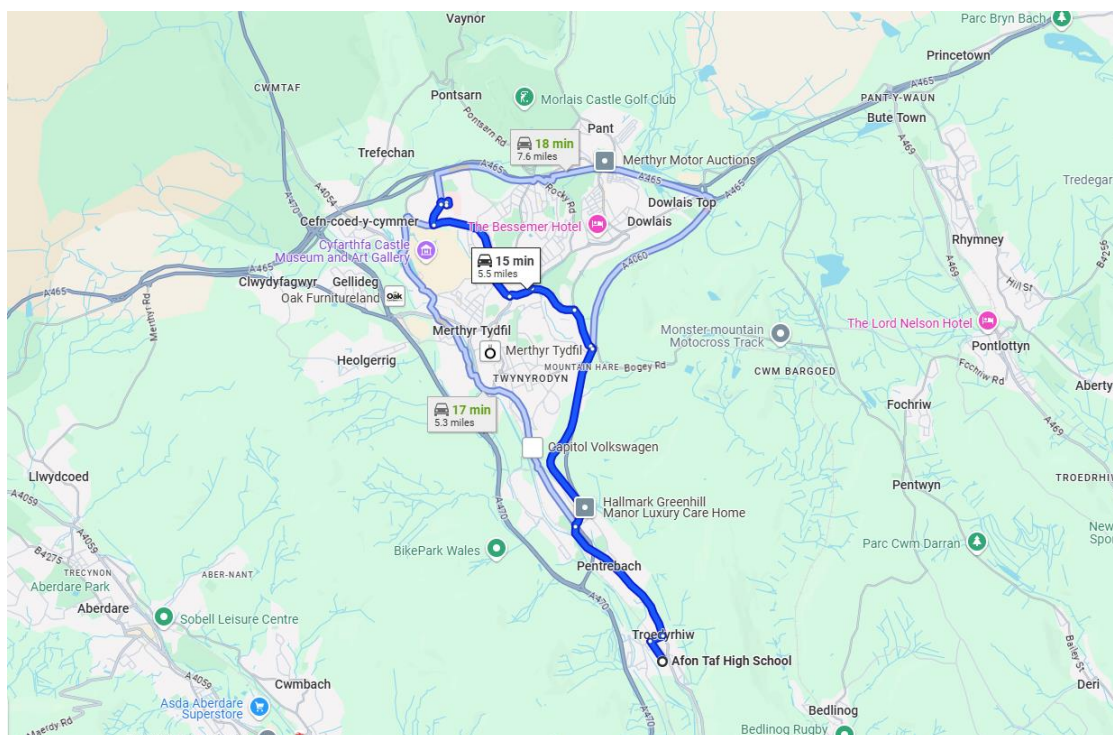
10.1 Emergency Contacts

Fire Emergency	999
Electricity Emergency	0845 770 80 90
Gas Emergency	0800 111 999
Water	0845 920 0800
Health & Safety Executive	0845 3450055

Nearest Accident and Emergency Hospital

Name of Hospital	Prince Charles Hospital
Address	Gurnos Rd, Merthyr Tydfil
Postcode	CF47 9DT
Telephone number	01685721721
Distance in miles	5.5

Map to nearest Hospital



In a non-emergency situation:

Nearest Police Station:

Ty Rhydycar, Rhydycar Business Park, Merthyr Tydfil CF48 1DL
Tel: 999

Nearest Fire Station:

Dynevor St, Merthyr Tydfil CF48 1BA
Tel: 01443232000

In the event of an emergency arising on site you MUST dial: 999

10.2 Emergency Procedures:

This section describes the management procedure to ensure that physical measures provided work effectively if they are required. This section concentrates on fire; however, there may be other problems such as flooding in excavations, tunnels, work near waterways etc. or the risk of asphyxiation or from toxic gases. These must be integrated within the emergency procedure.

Where existing site is occupied, liaise and agree on emergency procedures with the other occupiers and the client, ensuring that the means are in place to advise each other straight away in case of an emergency arising. Site management will be responsible for the preparation of a site-specific emergency plan, which will accurately reflect the arrangements in place in order to minimise risk to all persons in the event of such an emergency arising. Escape routes should be such as to enable simultaneous evacuation by all persons within the vicinity.

The following matters are to be considered appropriate arrangements which must be made with all persons affected being informed of such arrangements: -

- Means of detection and giving warning of fire. This may be by means of an alarm system in complete or partially completed buildings, or by simple means such as bells / horns etc. on more basic sites.
- An effective plan for evacuation with responsible persons appointed to ensure the evacuation is carried out quickly, safely and without panic, with all persons accounted for and any plant and processes being shut down safely.
- All means of escape such as gangways, doors and ladders etc. must be kept clear at all times and escape routes should be frequently surveyed, due to the constant change and nature of construction process. Where high structures and restricted access are involved this is particularly important.
- Effective communication with emergency services will normally be affected by telephone at the start of the project. It is equally important for accurate details of address and access points etc. to be given to the emergency services at this time.
- Adequate firefighting equipment should be provided, and site personnel trained in its use. This equipment should be well maintained.
- When working in nearly completed projects, it is important that the fire exits are known to all persons within the working areas and that safe access and egress are maintained. At this stage fire resistant doors should be installed.
- All of the above arrangements must be regularly reviewed and updated.

11. ACCIDENT REPORTING

It is the policy of Carrick Sports to record, report and investigate all reportable injuries, diseases, and dangerous occurrences in full compliance with RIDDOR 1995. Details of all accidents involving injury, however, slight, must be entered into the Site Accident Record Sheets which are contained within the Accident Book by law.

Site personnel are required to report **ALL** personal injuries, diseases and dangerous occurrences (near misses) to site management for recording and reporting to the appropriate parties. Industrial diseases, accidents resulting in major injury or absence from work for longer than three days, or dangerous occurrences which are reported to the local office of Health & Safety executive and follows the Carrick Sports reporting procedure which satisfies the requirements of Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995.

All reportable accidents, diseases and dangerous occurrences are then investigated by the Director responsible for Health & Safety, whose recommendations are made to the appropriate levels of management. Each site or workplace is required to report, using the form provided to the Director responsible for Health & Safety details of all injuries (minor, major and lost time), dangerous occurrences and reportable diseases.

First Aid Box Location	Site Office
Nominated First Aider on Site	Darren Lewis

An accident to any person at work resulting in major injuries or serious condition as detailed below: -

- Fracture of skull, spine or pelvis.
- Fracture of arm, leg, wrist or ankle.
- Amputation of any limb or part.
- Loss of sight or any other eye injury.
- Electric shock causing unconsciousness or requiring medical attention.
- Unconsciousness due to lack of oxygen.
- Decompression sickness.
- Acute illness or unconsciousness caused by poison, by any route.
- Acute illness caused by exposure to infected material or any pathogen.
- Anything (which occurs on site) which results in a person being admitted to hospital for a period in excess of 24 hours.
- Any accident or occurrence which renders the person incapacitated for work for three consecutive days, excluding weekends.

11.1 Other Reportable Occurrences

- Collapse, overturning or failure of any load-bearing part of any lift, crane, derrick, mobile powered access platform or such device.
- Explosion, burst or collapse of any closed vessel, boiler etc.
- Electrical short circuit with fire or explosion.
- Explosion or fire caused by process material or waste products.
- Uncontrolled release of one tonne of any flammable liquid or gas.
- Collapse of any scaffold and support or working cradle over 5 metres in height.
- Collapse of 5 tonnes or more of any building structure, falsework or support system or any wall or floor in any portion of the work.
- Unconscious release of any pathogens etc.
- Specific incident relating to dangerous substances being conveyed by road.
- Malfunction of any breathing apparatus whilst in use.
- Contact or arcing of any overhead power line.

This list is not exhaustive, and guidance may be sought no matter how minor the incident.

12. ACCIDENTS / INVESTIGATION PROCEDURES

- Attend to injured person (call for assistance) First Aider, Doctor, Ambulance, Hospital.
- Isolate any machine, tools or equipment involved, having due regard for your own safety.
- Do not disturb anything unless to release injured person.
- Ensure any remaining hazard is eliminated or guarded against.
- Take notice of any significant circumstances and make general observations at the scene.
- Inform Site Manager who will commence an investigation.

The following to be used as a guide: -

- Investigation to be commenced promptly
- Evidence to be recorded (photographs if possible)
- Injured and those present at time to be interviewed

- Plant or equipment to be inspected for misuse or defects
- The nature and extent of injuries to be ascertained
- Copy of report to relevant parties

Investigations will be carried out and risk assessment reviews undertaken following the investigation.

Where lessons can be learnt Safety Alerts, Toolbox Talks, Information Sheets or other appropriate media will be used to communicate the information across the Company.

Significant near misses will be treated in the same manner as an accident with appropriate investigations undertaken.

13. INFORMATION AND TRAINING FOR PEOPLE ON SITE

Safety Inductions

A project specific Site Safety Induction talk will be delivered to all personnel prior to commencing work on site. On completion of Site Induction by the Site Manager or nominated person, a copy of the Site Safety Induction list is to be completed by same, in order to record the names and details of all those inducted. Task specific Tool Box Talks, using Construction Site Risk Assessments will also be given on a regular basis. Once again, all details of those involved will be recorded and record sheets included within the Construction Phase Health & Safety Plan.

In order to assist site management when delivering Health & Safety Inductions, the following list shows standard requirements for said inductions, bearing in mind that all inductions are site specific: -

1. Explain the management structures for site.
2. Explain the first-aid arrangements on site - i.e. first aider / first aid box / book etc.
3. It is mandatory to wear specific PPE when required, e.g. mask / goggles / ear defences etc.
4. It is mandatory for all site personnel to wear safety helmets, high-visibility vests, and safety footwear at all times.
5. Welfare arrangements on site - where on site / keep clean / reporting of defects etc.
6. Explain Fire Precautions - alarm sounds, location of fire points, fire exits and escape routes
7. Notification of unsafe conditions / practices - removal from site after 3 notifications
8. Unsafe conditions / practices - inform site personnel of reporting procedures
9. Reporting of Accidents / Incidents - report all injuries to site management
10. Issue list of site rules and instruct each individual to be aware of the content
11. Parking of vehicles - what / where.
12. Excavation - no working within unsupported trench areas (if applicable)
13. Storage of materials - designated areas for LPG / HFL etc.
14. Housekeeping arrangements - disposal of debris and waste / storage of materials etc.
15. Scaffold - replace handrails after loading out, do not remove ties, boards etc.
16. All works must be carried out complying fully with Risk Assessments / Method Statements
17. Ensure sub-contractors comply with site rules and conditions
18. Record Safety Inductions

The above list is non-exhaustive, however it is anticipated that covering the above topics, where relevant, would constitute a new arrival to site receiving adequate initial Health & Safety Induction training.

First-Aid Training

All Carrick Sports Site Managers have successfully completed (or are currently undertaking) an HSE Approved First Aid at Work Training Course and will be appointed as qualified first aider for the project. A copy of the appropriate first aid certificate is to be included within the plan.

Mobile Plant

All site personnel involved in the operation of mobile plant which is subject to certificate under the Competence Training Registration Scheme, will require to provide site management with copies of the

relevant training cards, proving their competence in the plant they will use. Copies should also be included within this plan.

Scaffold Erection, Asbestos Removal, Demolition

Specialist contractor employees involved in any of the above activities on site are required to be fully trained to the appropriate standard in order to undertake their work in a safe and competent manner. Carrick Sports Site Manager will take steps to ensure that copies of training certificates to personnel involved in these activities are included within this plan and that they are competent to undertake these works in a safe manner.

Cartridge Operated Tools / Abrasive Wheels

Full appropriate training is required to all personnel who operate cartridge-operated tools or mount abrasive wheels on site to ensure safe operation. The Site Manager will take steps to ensure that copies of all training certificates for the relevant personnel are received and placed within the plan.

All Operatives

All operatives will receive suitable and sufficient information, instruction and training, appropriate to allow them to carry out their role on site safely. Site supervision will ensure that all operatives on site comply with company requirements.

All site operatives receive as a matter of policy "Awareness" training in the following:

- Emergency Procedures
- Risk Assessment Training
- Manual Handling
- Working at Height
- Working in Confined Spaces
- Fire Safety
- Asbestos
- Slip Trips Falls
- COSHH
- Lone workers

14. CONSULTATION WITH PEOPLE ON SITE

Carrick Sports Site Manager will conduct regular "Toolbox Talks" to maintain awareness of each employee's responsibilities, such talks will include sub-contractors working on site.

It is the policy of Carrick Sports to ensure that everyone working on site has the opportunity to discuss and make known to site management their views on any Health & Safety matters which may affect them, and to co-ordinate all such views.

In order to facilitate the above, Carrick Sports operates an 'open door policy' enabling site personnel to discuss with the site management any Health & Safety issues. Where practicable, site management will endeavour to take reasonable steps to resolve any negative Health & Safety issues, to the satisfaction of the person responsible for all Health & Safety matters within the company, as well as all affected personnel. In the unlikely event of site management failing to resolve a Health & Safety problem, site personnel will have full access to the Carrick Sports director who is responsible for Health & Safety, who will investigate the matter, prior to instructing a practical solution in order to resolve the issue.

In addition to the above, it is the policy of Carrick Sports to hold monthly safety meetings on site, with representation from site personnel being in order to discuss past, present and future Health & Safety performances on the site. Weekly safety meetings will be held and chaired by the project manager / site supervisor following a standard agenda and minutes recorded.

15. SITE RULES

- **EVERYONE MUST REPORT TO THE SITE OFFICE ON ARRIVAL**
- **Non-essential visitors are not permitted on site**
- **Social distancing guidelines must be adhered to**
- **Handwashing guidance must be followed, and good housekeeping maintained**
- All employees must sign in and out on a daily basis via text message to the site manager
- Carrick Sports Health & Safety Policy and COVID-19 RAMS must be adhered to at all times
- All operatives / staff to be included on site and specific rules issued prior to commencing work
- High-visibility vests, and safety boots are to be worn at all times
- Method Statements must be adhered to
- All operatives must be familiar with their company Method Statement
- Smoking is not allowed on site
- No radios or personal stereos allowed on site
- Correct PPE to be worn at all times
- No burning of rubbish or materials permitted on site
- Do not operate any plant unless you have been specifically trained to do so, only authorised and trained personnel must operate plant and equipment
- Anyone attending work under the influence of alcohol is liable to instant removal from site
- Anyone attending work under the influence of illegal drugs is liable to instant removal from site
- Scaffold must not be altered or tampered with
- Access and egress from scaffold to be via a tied ladder or internal staircase
- Toilet facilities must be used, anyone caught urinating on site will be removed immediately
- All power tools must be 110V - Tools and cables must be kept in a clean and tidy condition
- All portable electrical tools to be checked prior to commencing work
- All operatives to provide certification of training for plant and tools
- Welfare facilities are for your use, all rubbish must be disposed of in the bins and no food waste left lying around
- All accidents must be reported immediately to the Site Supervisor
- All sub-contractor employees are required to carry out their work activity in compliance with the signed Risk Assessment / Method Statement
- Each employee is responsible for his / her own safety, please report any incident that you consider unsafe

Any personnel who breach Health & Safety site rules will be subjected to disciplinary procedures

16. WELFARE ARRANGEMENTS:

The following welfare facilities have been provided on this site in compliance with the Construction (Design and Management) Regulations 2015.

Welfare

Provision and maintenance of site accommodation: - office canteen, toilets and washing and drying room facilities will be provided by **Carrick Sports Construction**

Provision and maintenance of first aid box, advisory notice and appointed person(s) by **Carrick Sports Construction**

The main welfare provision and site offices will be located in the site compound (As indicated in the site plan).

Fire Plan

A Fire Plan will be completed for the site prior to site-start and will be kept up to date by the Site Manager and monitored by the Project Manager and CDM Coordinator as the site progresses. The Fire plan will include fire arrangements for the compound area and construction areas including details of fire assembly points, fire points and arrangements for evacuation of the site. Details will be given to employees and contractors upon site induction.

The Fire Safety Officer on site will be **Darren Lewis**

The location of the fire assembly point will be positioned as agreed with **Robert Muir**

Fire points will be located at key points around the site (fire extinguishers and electronic fire sounders) The signal for evacuation will be 3 blasts on the air horn. Evacuation drills will be carried out every month on site.

Site management are required to ensure that all site welfare facilities are maintained in a clean and serviceable condition throughout the duration of this project.

***In the case of TRANSIENT sites: The guidance in the HSE construction information sheet No 46 will be adopted in terms of what is practicable.**

All site personnel are reminded of their legal duty under section 7 (b) of the Health & Safety at Work etc. Act 1974:

Not intentionally or recklessly interfere with anything provided in the interests of health, safety and welfare

17. HEALTH AND SAFETY FILE

We will liaise with the CDM Principal Designer to determine the nature, extent and format of the information required for the Health and Safety File.

However, in accordance with the Construction (Design & Management) Regulations it is anticipated that the following items will be expected

- As-built drawings
- Drawings showing the routes of all services and drainage
- Electrical test certificates (If applicable)
- Details of any residual hazards
- Project specifications

On completion of the construction works the health & safety file will be submitted to the Client in both electronic and hardcopy format.

18. ARRANGEMENTS FOR MONITORING:

Apart from meetings as described in Para. 7, Carrick Sports own in-house meetings, held at two weekly intervals, will also discuss and record: -

- Any change in Regulations / Legislation
- Site Audits
- Accidents / Occurrences
- Training

Site Safety audits will be held on a regular basis, maximum / monthly intervals. The results of the audit will be passed, in report form, to company management. Any action required will be initiated immediately and a copy of the audit report will be retained in the site copy Health and Safety File together with a record of active term. A copy of any action required will be lodged in the contract file and included in discussion at in-house meetings.

Sub-contractors will, similarly, be monitored although some may have their own acceptable system. This will be discussed at Sub-contractors site meetings and minuted with a copy to the site Health and Safety file.

RISK ASSESSMENTS

COSHH Risk Assessments

CARRICK SPORTS

Preliminary COSHH Assessment – Natural Aggregates

PROCESS / RISK / SUBSTANCE:		Crushed rock inc. granite, dolerite, limestone and basalt.	
GENERAL PRECAUTIONS:		Ensure suitable eye and respiration equipment is worn plus overalls and gloves.	
CONTROL MEASURES:		Control dust at source by damping down with water.	
LOCAL EXHAUST VENTILATION:		Ensure good ventilation.	
FIRST AID:		If contaminated or effected wash with clean water or obtain medical attention.	
MONITORING:		In confined spaces.	
POSSIBLE MEDICAL EFFECTS:			
INGESTION:	Unlikely to cause harm	RESPIRATION:	Prolonged exposure may cause lung disease or in extreme cases fatal
SKIN ABSORPTION:	Unlikely to cause harm	SYSTEMIC EFFECTS:	Prolonged exposure may cause silicosis
EYES:	May cause transient irritation.	IRRITANT:	Yes
SUBSTANCE PROPERTIES:			
HIGHLY FLAMMABLE?	NO	CORROSIVE?	NO
IRRITANT / HARMFUL?	YES	EXPLOSIVE?	NO
TOXIC?	NO	OXIDISER?	NO
			OTHER: REFER TO EH40 & SUPPLIERS HAZARD DATA SHEETS
<u>Glasses?</u> Mandatory, at all times	<u>Gloves?</u> Mandatory, at all times	<u>Respirator?</u> In enclosed, Dusty areas	
			Standard PPE to be worn at all times.
<u>Footwear?</u> Mandatory at all times.	<u>Headwear?</u> Mandatory, Site requirement.	<u>Ear Defenders?</u> N/R	
			Glasses, Gloves and eye protection to be worn at all times. Respirators to be worn in areas that are confined or where excessive dust is produced.
			<i>In the event of contamination of the eyes with particles of stone/dust, stop work immediately and seek first aid. Ensure eyes are thoroughly flushed and cleaned with sterile fluid. Ensure hands are cleaned before contact with eyes.</i>

CARRICK SPORTS
Preliminary COSHH Assessment – Gas Oil

PROCESS / RISK / SUBSTANCE:		Gas Oil – Heavy Oil – Diesel	
GENERAL PRECAUTIONS:		Ensure Suitable, heavy duty Rubber gloves are used when handling gas oil. Ensure drip trays are used under plant when refuelling. Eye protection to be worn in case of splashes.	
CONTROL MEASURES:		Suitable PPE to be worn. Adequate ventilation. Spill kits and drip trays to be used when refuelling.	
LOCAL EXHAUST VENTILATION:		Ensure good ventilation.	
FIRST AID:		Eyes – Wash eyes thoroughly with copious quantities of water, ensuring eyelids are held open. Obtain medical advice if pain or redness develops or persists. Skin – remove clothing and thoroughly wash underlying skin. Ingestion – If contamination of the mouth occurs, wash out thoroughly with water. If swallowed deliberately, do not induce vomiting and seek medical advice. Inhalation - If inhalation of mists, fumes or vapour causes irritation to the nose or throat, remove to fresh air. If symptoms persist, seek medical advice.	
MONITORING:		At all times	
POSSIBLE MEDICAL EFFECTS:			
INGESTION:	Unlikely to cause harm, will injure lungs if aspiration occurs – during vomiting	RESPIRATION:	Prolonged exposure may cause irritation.
SKIN ABSORPTION:	May cause irritation, can cause skin cancer	SYSTEMIC EFFECTS:	
EYES:	May cause transient stinging or redness	IRRITANT:	Prolonged exposure may lead to dermatitis
SUBSTANCE PROPERTIES:			
HIGHLY FLAMMABLE?	Stable in ambient temp.	TOXIC?	yes
IRRITANT / HARMFUL?	yes	EXPLOSIVE?	yes
 Glasses? Yes	 Gloves? Suitable heavy duty rubber type	 Respirator? If in confined spaces.	OTHER: REFER TO EH40 & SUPPLIERS HAZARD DATA SHEETS
 Footwear? Whilst onsite	 Headwear? Whilst onsite.	 Ear Defenders? N/R	ENSURE TO STORE ALL HAZARDOUS SUBSTANCES SAFELY AWAY FROM IGNITION SOURCES.
DO NOT REMOVE LABELS FROM CONTAINERS CONTAINING HAZARDOUS SUBSTANCES. IF YOU REQUIRE ADVICE ASK YOUR SAFETY OFFICER/SUPERVISOR			Accidental Release into Environment – Remove all sources of ignition. Clean up spilled material immediately. Ensure drains are covered and sufficient barriers placed to contain spill. Recovery of large spills to be carried out by specialist personnel.

Flow Chart for COSHH Assessment

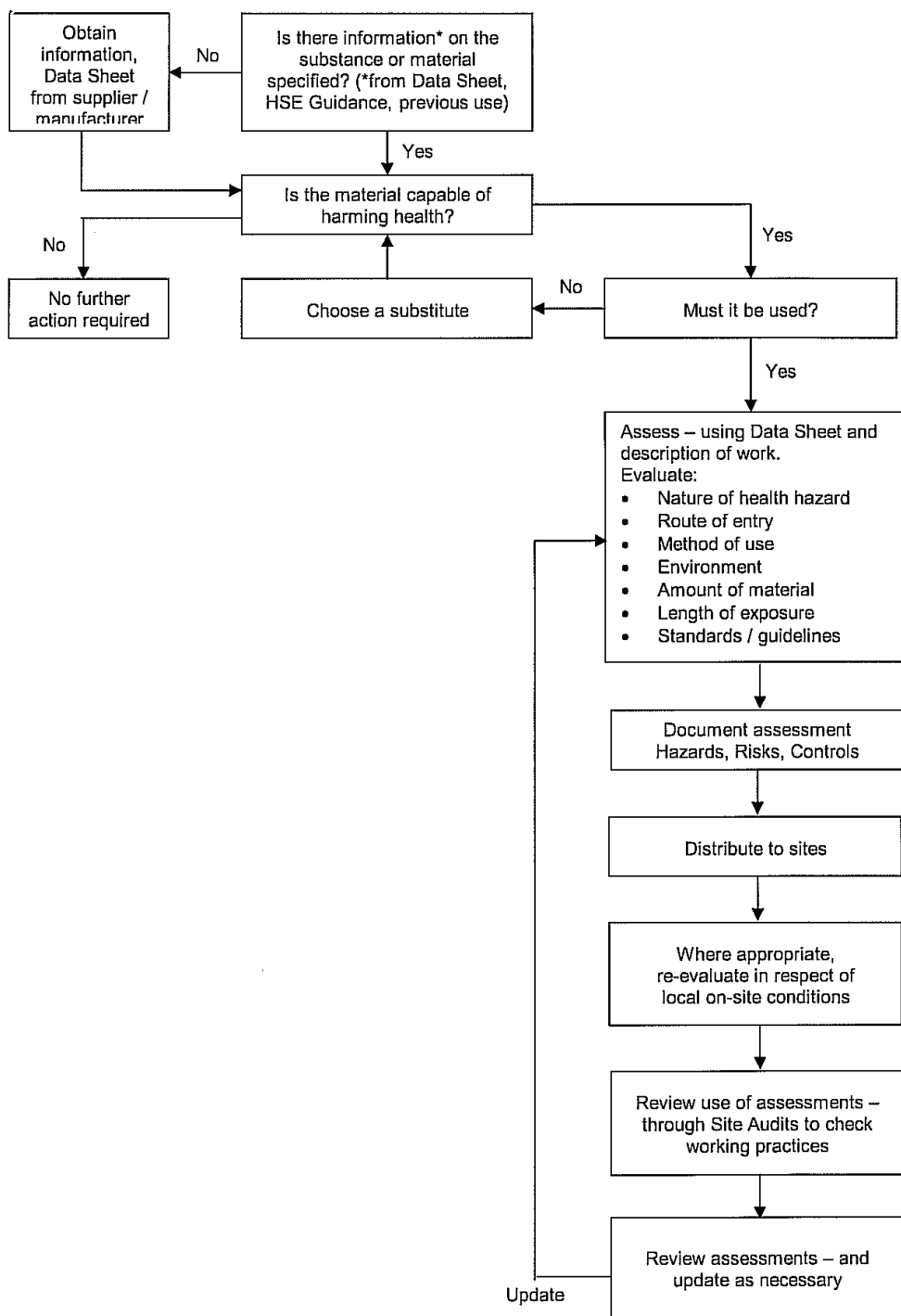


Figure 1 Flowchart for making COSHH Assessments

Risk Assessments associated with works

No	Hazards	Risk	Initial Potential for Harm			Action Rqd (Y/N)	Control Measures	Residual Potential for Harm		
			H	M	L			H	M	L
1.	PLANT 360° Excavators Dumpers Dozers Tractors Trenchers etc.	Collision with other plant or personnel Reversing Overturning		X		Y	All plant operators are to hold current CPCS/NPORS card. All daily inspection reports to be completed. All plant to have all round vision, to include mirrors, beacons and banksmen where required. All statutory inspections to be completed. All personnel to wear full PPE at all times. Unused plant to be immobilised to prevent unauthorised use. Moving Parts to be protected by guards/shields. Plant to be operated at safe and controllable speeds. Correct methods of entering and exiting plant to be followed at all times. Seat Belts to be worn at all times.			X
2.	Quick Hitch Attachments	Injury through improper use or untrained operators	X			Y	Proof of training for the type of quick hitch on the machine. Only operators with quick hitch training allowed to change the attachments on the machine. Thorough examination certificates to be checked and in date prior to equipment use.			X
3.	Excavators used for lifting General Lifting Operations Use of telehandler	Unplanned release or dropping of load Person being struck by boom etc Object falling from height		X		Y	Lifting equipment to have a valid 12-month examination certificate. SWL to be marked on jib or in the cab. Check valves to be fitted to excavators for crane use. Crane hook fitted and tested. Certificate of exemption. No operatives to stand within operating radius of excavator/lifting equipment. Machines to be on firm level surfaces and using outriggers/supports where required. If excavator used, the machine will be on a firm, level base and the lifts will be carried out with the boom parallel to the machine tracks. LIFTING PLAN TO BE IN PLACE PRIOR TO LIFTING ACTIVITIES COMMENCING. Only appointed personnel to be involved in lifting operations.			X

4.	Manual Handling	Injury to personnel		X	Y	Toolbox talk on correct lifting techniques, avoidance of manual lifting, use of plant when required and risk assessment in place. All personnel to have undertaken and completed manual handling training.			X
5.	Injury to Personnel	Use of abrasive wheels/Stihl saw		X	Y	Correct PPE; Ear defenders, goggles, dust mask and gloves to be worn. HAV times to be adhered to; 67mins per eight hours. Hot Works Permits to be obtained. Equipment to be inspected prior to use and at regular intervals. Water/dust suppression to be used during cutting procedures where dust and debris can arise from cutting.			X
6.	Work at Height	Falls from height		X	Y	Excavations to be cordoned off at all times. Only authorised personnel permitted in the working area. Edge protection to be in place prior to works being carried out. Plant operators to ensure correct mounting/demounting techniques used, maintaining three points of contact at all times.			X
7.	Re-fuelling of Plant on Site	Contamination to water courses through spillage. Injury to personnel. Explosion.		X	Y	All operatives to wear gloves during re-fuelling process. All re-fuelling to be carried out whilst using a drip tray and having a spill kit to hand, away from any watercourses or drainage. No smoking or naked flames during re-fuelling activities or in vicinity of stored fuels/flammable materials. COSHH Assessments to be available.			X
8.	Environmental Issues	Pollution to watercourse. Dust inhalation. Track out. Lighting. Nuisance/disruption to neighbouring properties & residents.		X	Y	All pumped water will be the responsibility of CSC and will be discharged to a predetermined location as directed by the Clients representatives, by means of diesel driven, bunded, silenced pumps where available. SEPA authorisation will also be obtained where required. Correct use of PPE and dust masks where appropriate and required. Operations which have the potential to cause off-site dust will be carried out in a controlled manner. Consideration will be given to wind direction, wind speed and ground conditions. Where necessary, tractor-towed water bowsers will be available for damping down or work will be rescheduled. Vehicle wheels will be jet-washed where necessary to prevent track out onto local roads. Water-assisted dust sweeper will be available at short notice to remove, as necessary, material tracked out of the site onto local roads.			X

9.	TRAFFIC MANAGEMENT Site Plant Other Vehicles Live roads Pedestrians Public	Collisions with plant, machinery and other vehicles resulting in serious injury or fatality.	X			Y	All Site Personnel MUST adhere to the site-specific Traffic Management Plan implemented by CSC. CSC will be responsible for ensuring adequate segregation of plant, vehicles and pedestrians in the working area, access roads and adjoining interface with public areas. Seat belts to be worn at all times. Speed limits to be adhered to on public highways. No waiting on public roads leading into site.			X
10.	UNLOADING/LOADING Pedestrians Site/Public interfaces Traffic	Collision with other vehicles, site persons and/or public.	X			Y	Safe working zones/exclusion zones to be implemented. Traffic management procedures implemented where required. Banksman to be present at all times. No reversing without banksman. Segregate public/pedestrians by means of diverting walkways where practicable.			X
11.	Material Storage & Handling	Poor Housekeeping Slips, trips, falls Contamination Explosion Skin Irritation/digestion/inhalation	X			Y	Materials to be stored as per manufacturer's recommendations and in appropriate containers. Segregation of materials to avoid cross contamination. Use separation membranes to prevent contamination to ground where applicable. COSHH assessments to be available. Correct PPE to be worn as per manufacturer's recommendations.			X
12.	Excavations	Unattended/exposed excavations – Falls from height. Site persons & public. Site plant.		X		Y	Ensure, where possible, that exposure to excavation is kept minimal. Where excavations cannot be made safe within a quick timescale (backfilled etc.), physical barriers are to be erected. Excavations to be inspected at start of shift, end of shift and after periods of inclement weather. Temporary earthwork supports and plans in place whilst working in excavation (if required), where excavation cannot be made safe by battering back/stepping.			X
13.	Laser Equipment	Blinding/eye damage	X			Y	Laser transmitter to be set above eye level. Restricted access to working area. Correct PPE to be worn. Operatives to be briefed in safe use of equipment.			X
14.	Ground Collapse	Crushing of personnel	X			Y	Ground to be excavated and battered back where possible. CSC personnel will monitor on a daily basis.			X

15.	Other Contractors, visiting personnel, facility users and staff, members of the public/pedestrians.	Interaction, disputes, Congestion to access points. Unauthorised access.		X		Y	Maintain communications with other contractors to allow effective coordination of works, deliveries etc. Ensure all access points are kept clear and maintained as accessible at all times. Do not use areas belonging to others for storage of plant, machinery or materials. Ensure site is secured at all times to prevent unauthorised entry. Do not enter areas that are not part of the works at any time.			X
16.	Noise & Vibration	Health & Environmental risks	X			Y	Low vibration and noise machines in use where possible. Suitable PPE to be worn to match operations. Task rotation used to reduce exposure to noise and vibration. Plant & machinery to be operated at suitable time to cause least disturbance to neighbours. Guidance given on recognition and treatment of Vibration White Finger (Hand, Arm Vibration Syndrome). Health surveillance carried out. Any symptoms of HAVS to be reported.			X
17.	Excavating adjacent to buried services.	Contact with live underground services causing disruption and injury	X			Y	Copy of service plans from statutory companies checked. All areas CAT scanned and clearly marked by the service company engineer. All personnel made aware of the location of these services and their depth (if known). Exposed cables and ducts within the dig supported and protected at all times. Trenches are backfilled as job progresses so that no services are left exposed. Permit to break ground to be used at all times, issued by Engineer, Contract Supervisor or General Foreman. Alternative Client systems may be utilised, for permits to run in conjunction seek advice of HSE advisors. Services excavated around by hand within 600mm of live cables, no mechanical excavating. Guidance given on Weil's disease and doctor's notification letter. PPE worn to match operations. Operatives fully trained and experienced.			X
18.	Access to controlled areas (irrigation)	Plant Room/Maintenance areas.	X			Y	All operatives must report for induction prior to works commencing. All operatives must adhere to the site-specific rules and procedures at all times. Access permits and work permits to be obtained prior to works commencing. Only authorised persons are permitted within the working areas. Working areas to be kept secure, clean and tidy at all times.			X

19.	Lone working (Likely during maintenance works)	Injury or assault as a result of working alone	X			Y	Staff take all reasonable precautions to ensure their own safety. Mobile and home phone numbers of management given to all staff. All lone workers must carry/have working & charged mobile phones and first aid equipment. Any hazards specific to the individual must be notified that may increase your risk when working alone e.g. medical conditions, inexperience. Contract Manager ensures machinery can be controlled by one person & equipment/materials can be handled by one person. Staff take a visual risk assessment of the environment and mitigate these risks where possible. Staff must inform their line manager or other identified person by telephone on arrival at site if they will be working alone unexpectedly, giving accurate details of their location and agree to inform that person when the task is completed. This includes occasions when a staff member expects to go home or onto another site following a visit rather than returning to their base. If a member of staff does not report in as expected, check on the situation and respond as appropriate.			X
20.	Eye Wear (General)	Lens condensation. Restricted view.	X			Y	Only approved safety eyewear to be worn on site. Safety glasses may only be removed during times when rainfall occurs to prevent risk of slips, trips & falls or other incidents as a result of viewing impairment. Only approved tinted safety glasses may be worn to prevent blinding in sunlight. Impact goggles must be worn when carrying out cutting/breaking operations.			X
21.	Poor Ground Conditions Slips, Trips & Falls	Injury to operatives. CSC site staff, visiting personnel & members of the public/pedestrians. Overturning of plant/equipment. Damage to surfaces.	X			Y	Ensure good housekeeping procedures are undertaken and adhered to. Tidy up all areas as works proceed. Ensure barriers are erected around any unattended areas. Protective boards to be used where required.			X

22.	Working with Concrete (Dry or Wet mixes)	Prolonged contact between fresh concrete and skin surfaces resulting in concrete burns. Blinding to eyes resulting from splashes. Third degree burns. Dust inhalation/exposure to carcinogens and resulting in internal burns.	X			Y	EXTREME CARE SHOULD BE TAKEN – Consult COSHH assessment. Ensure the correct PPE is available, worn and in good, useable condition. PPE to comprise of goggles, impervious gloves, appropriate safety footwear (wellingtons) and PVC coveralls. Toolbox talk to be conducted prior to concreting works commencing. Ensure correct dust masks are worn (face fit tested). If clothing absorbs wet concrete, cease works, remove immediately and cleanse skin well. If skin shows signs of spotting, blistering or ulceration soak the affected area in lukewarm water for at least 1 hour and seek further medical advice/treatment. Always wash hands after concreting, especially before eating, drinking or smoking. No smoking whilst working with concrete.			X
23.	Forward tipping dumper in operation	Overturning. Injury to operative/other site staff	X			Y	Driving on slopes avoided, including slopes across the direction of travel. If slopes cannot be avoided, vehicle supplier checked that the dumper can negotiate the slopes safely. If there is both slope and rough ground, the manufacturer's guidance on the capability of a vehicle to negotiate a slope is reduced. Speed kept to a minimum on rough ground. Rollover protective structures are fitted and operatives to wear seatbelt. Skip is not overloaded and material evenly distributed. When skip is raised, ensure that the ground is substantially flat, level and free from debris and dumper is square to tipping point. Excavation edge timbers/earth bunds in place.			X
24.	Confined Space working (Manholes)	High Temperatures. Flooding. Restricted Space. Uneven/poor ground conditions. Access by non-permitted persons. Poor air circulation. Explosive atmosphere.	X			Y	Ensure good clean ventilation at all times, if necessary, employ forced ventilation methods. Ensure ground water conditions are monitored. Exclusion zones in place and area cordoned off. Good clear access and egress maintained at all times. Provision of suitable task lighting. Ensure safe system of work in place and adhered to. Access permits and escape plans in place. Backup emergency contact available and contactable. Minimum two persons to be present at all times.			X

25.	360 or 180 Excavators in Operation	Overturning, injury to operative, other site staff	X			Y	Ensure that excavators with semi-automatic 'quick hitch' bucket systems have safety pin in place at all times, except when bucket changing. Only operatives trained in quick hitches are permitted to change attachments on machine. Buckets and boom at lowered position. High duty of care and attention whilst operating excavator around trenches, especially where others are working in them. Excavator buckets (whether loaded or not) are not slewed directly over site operatives or vehicle cabs.			X
26.	Bulldozer in Operation	Overturning/injury to operative/other site staff	X			Y	Driving on slopes avoided, including slopes across the direction of travel. If slopes cannot be avoided, vehicle supplier checked that the dozer can negotiate the slopes safely. If there is both slope and rough ground, the manufacturer's guidance on the capability of a vehicle to negotiate a slope is reduced.			X
27.	Telehandler in Operation/ Excavator used for lifting	Overturning/injury to operative/other site staff	X			Y	Driving on slopes avoided, including slopes across the direction of travel. If slopes cannot be avoided, vehicle supplier checked that plant can negotiate the slopes safely. If there is both slope and rough ground, the manufacturer's guidance on the capability of a vehicle to negotiate a slope is reduced. Rollover protective structures are fitted. Travel with load in lowered position. Plant is not overloaded and load evenly distributed and secure. Plant to be used in line with common schedule of lifts/lift plan. All lifting appliances and accessories to be thoroughly examined in accordance with LOLER Regulations.			X
28.	Agricultural Tractor in Operation	Overturning/injury to operative/other site staff	X			Y	Operatives instructed to inspect equipment before use and ensure guards intact and in place.			X
29.	Woodchipper in Operation (used for chipping plastic heating/drainage and irrigation pipes)	Injury to operative/other site staff	X			Y	Make necessary safety checks before use, including testing safety systems (safety bars). PPE including safety helmet, eye protection, gloves, protective boots and non-snag high-vis clothing. First aid kit in near vicinity. Operative must not work alone. Safe distance between other workers and machinery. Area of blown chips to be clear from persons.			X

APPENDIX 2

SITE FIRE SAFETY PLAN



PRE-CONSTRUCTION INFORMATION PACK

(Please see as per tender information)

UTILITIES AND SERVICES

APPENDIX 5

HEALTH & SAFETY FILE INFORMATION

The Health & Safety file will be compiled throughout the duration of the project and passed to the client at practical completion. The file will consist of the following:

H&S FILE CONTENTS

SECTION 1	Description of Works
SECTION 2	As Installed Drawings
SECTION 3	Maintenance Strategy
SECTION 4	Project Directory
SECTION 5	Topographical & Utility Information
SECTION 6	Residual Risks
SECTION 7	Hazardous Materials
SECTION 8	Asbestos Information

TRAFFIC MANAGEMENT PLAN

All deliveries are to be pre-booked, approved and coordinated by Carrick Sports Construction a minimum 24 Hours prior to arrival on site.
Any deliveries not pre-booked or approved may be refused entry to site.

All plant and equipment shall be stored in the site compound when not in use with access and egress to site only along agreed routes and subject to site controls and site rules.

Vehicle wheels will be jet-washed where necessary to prevent track-out onto local roads.
A water-assisted dust sweeper will be available at short notice to remove, as necessary, material tracked out of the site onto local roads.

The following site rules will also apply:

- No vehicles to be left out or parked on any part of the access road.
- No reversing to be carried out without a banksman/competent person
- Speed limit into site is 5mph and MUST BE ADHERED TO.
- Care must be exercised during vehicle movements within the site grounds and on exit from site due to traffic flow.
- All vehicles entering and existing site to be under the control of a competent person / banksman
- Segregated Pedestrian walkways will be provided and MUST be used at all times within the site (If required)
- Only vehicles directly associated with the works may be permitted to the works locations.
- Deliveries will be coordinated to avoid periods of heavier traffic on the adjoining road network
- Signage indicating the traffic and Pedestrian routes will be displayed and MUST be adhered to.

The following signage will be implemented:

- Warning site Entrance signs at proposed entrance.
- Site compliance warning/hazard signs at site compound.
- All Right of ways entrance points to the site will have Warning caution to construction traffic signs along with please keep to designated footpath.

