

Construction - Health, Safety & Environmental Plan

Principal contractor:	FICON
Site Manager:	Tony Adams
Project Description:	Kingmoor Ecology
Site Address:	Bryn Lane, Wrexham



Preface

This Construction – Health, Safety & Environmental Plan (Plan) has been produced to conform to the legal requirement of the Construction (Design & Management) Regulations 2015 (CDM), and the requirements of the 'International Organisation for Standards' (ISO) for Environmental Management, 14001. It combines the requirements of the CDM Construction Phase Plan and our arrangements for 14001.

This Plan has been produced from a standard FI Construction Limited template available in the FI Construction Limited Safety Management System. Identification of the template is shown in the footer. When the initial Plan is produced for the project, Rev 0 and the date of issue are to be placed in the header. This revision number and date is to be updated on further revisions, with electronic copies of all revisions kept by the Project Manager.

The Plan template is to be used for all FI Construction Limited projects, regardless of duration, man-days or value. No section of the template is to be removed. If specific sections are not relevant to the project they are to be marked 'Not Applicable'.

This Plan is a 'live' document which must be used to proactively manage the works in terms of health, safety and environment. It is to be the focus for all health, safety and environmental coordination on site. Reviews and revision need to reflect the specific construction activities that are current and future, not past.

Responsibility for producing, reviewing, revising, refining, and issuing this Plan is that of the Project Manager, his/her name being identified on the front cover (page 1).

Up to date copies of this Plan are to be located in the FI Construction Limited site office, the site notice board and the induction room. A document control register is included on page 3.

For further organisation and arrangements for implementation information, refer to the HS&E System located on Google Drive.

Wherever possible, hard copies of this Plan should be printed double-sided to reduce paper use.

Document Control Register

Review Record

Review Date	Brief Details of Review	Reviewed By
		Project Manager

Revision / amendment record

Rev No.	Approved By	Date Approved	Revision / Amendment Details
0	Project Manager	28/3/24	First Issue

Controlled distribution

Rev No.	Location	Date Issued
0	FI Construction Limited Site Office	
0	Site Notice Board	
0	Induction Room	

Uncontrolled distribution

Rev No.	Issued To		Date Issued
	Company Name	Recipients' Name	
0			

Contents

1.0 Description of the Project

- 1.1 Project description and programme details including any key dates
- 1.2 Details of Client, Principal Designer, Principal Contractor and other consultants
- 1.3 Extent and location of existing records and plans that are relevant to health, safety and the environment on site, including information about existing structures when appropriate
- 1.4 Planning purpose of the document

2.0 How the Work is to be Managed

- 2.1 Project management structure and responsibilities
- 2.2 Health, safety and environmental goals for the project and arrangements for monitoring and review of health, safety and environmental performance
- 2.3 Arrangements for:
 - 2.3.1 Regular liaison between parties on site
 - 2.3.2 Consultation with the workforce
 - 2.3.3 Exchange of design information between the Client, Designers, and contractors on site
 - 2.3.4 Handling design changes during the project
 - 2.3.5 Selection and control of contractors
 - 2.3.6 Exchange of health, safety and environmental information between contractors
 - 2.3.7 Site security & opening hours
 - 2.3.8 Site parking and unloading of plant and material
 - 2.3.9 Site induction
 - 2.3.10 On-site training
 - 2.3.11 Welfare facilities and first aid
 - 2.3.12 Reporting and investigation of accidents and incidents, including near misses
 - 2.3.13 Production and approval of risk assessments and method statements
 - 2.3.14 Material management
 - 2.3.15 Site waste management plan (SWMP)
 - 2.3.15 Energy management
 - 2.3.16 Water management
 - 2.3.17 Demolition / land remediation
 - 2.3.18 Heritage and archaeological management
 - 2.3.19 Nuisance management
 - 2.3.20 Fuels, oils and chemical storage management
 - 2.3.21 Natural habitat management
- 2.4 Site rules:
- 2.5 Fire and emergency procedures

3.0 Arrangements for Controlling Significant Site Risks

- 3.1 Safety risks, including:
 - 3.1.1 Delivery and removal of materials (including waste) and work equipment taking account of any risks to the public, for example during access to or egress from the site
 - 3.1.2 Dealing with services – water, electricity and gas, including overhead power lines and temporary electrical installations
 - 3.1.3 Accommodating adjacent land use
 - 3.1.4 Stability of structures whilst carrying out construction work, including temporary structures and existing unstable structures
 - 3.1.5 Preventing falls
 - 3.1.6 Work with or near fragile materials
 - 3.1.7 Control of lifting operations
 - 3.1.8 Maintenance of plant and equipment

- 3.1.9 Work on excavations and work where there are poor ground conditions
- 3.1.10 Work on wells, underground earthworks and tunnels
- 3.1.11 Work on or near water where there is risk of drowning
- 3.1.12 Work involving diving
- 3.1.13 Work in a caisson or compressed air working
- 3.1.14 Work involving explosives
- 3.1.15 Traffic routes and segregation of vehicles and pedestrians
- 3.1.16 Storage of materials (particularly hazardous materials) and work equipment
- 3.1.17 Fire
- 3.1.18 Any other significant safety risks identified by the Client, Principal Designer, Designers or sub/contractors

- 3.2 Health risks, including:
 - 3.2.1 The removal of asbestos
 - 3.2.2 Dealing with contaminated land
 - 3.2.3 Manual handling
 - 3.2.4 Use of hazardous substances, particularly where there is a need for health monitoring
 - 3.2.5 Reducing noise and vibration
 - 3.2.6 Work with ionising radiation
 - 3.2.7 Exposure to UV radiation (from the sun)
 - 3.2.8 Any other significant health risks identified by the Client, Principal Designer, Designers or sub/contractors

- 3.3 Environmental risks, including:
 - 3.3.1 Nuisance
 - 3.3.2 Waste
 - 3.3.3 Pollution
 - 3.3.4 Damage to habitat
 - 3.3.5 Spread of invasive flora species
 - 3.3.6 Archaeological find
 - 3.3.7 Any other significant environmental risks identified by the Client, Principal Designer, Designers or sub/contractors

4.0 Requirements for the Health and Safety File

- 4.1 Layout and format
- 4.2 Arrangements for the collection and gathering of information
- 4.3 Storage of information

Appendices

- 1 Client, Principal Designers, Principal Contractor and other Consultants Contact Details
- 2 Principal / Main Contractor Key Personnel Contact Details
- 3 Sub/Contractor's Contact Details
- 4 Emergency Contacts
- 5 Project HS&E Rules
- 6 Logistics Management Plan

1.0 Description of the Project

1.1 Project Description and Programme Details including Any Key Dates

Project Description

Change of use from agricultural to ecological area and creation of ponds and ditches.

Project Location

Land off Bryn Lane, Wrexham Industrial Estate, Wrexham, LL13 9UT

Period allowed by the Client for planning and preparation prior to the commencements of construction works on site:	8 weeks	Construction Works Commence On:	April 2024
Planned Construction Period:	16 weeks	Planned Project Completion Date:	August 2024
Partial / Phased Handover / Hold Dates:			
Other significant dates that may be relevant to health, safety, and the environment: e.g., school holidays; Client shut down periods; local events; student return dates; etc.			

Programme

A copy of the project programme is held by the Project Manager in the FI Construction Limited site office. Relevant parts of the programme details are provided to all sub/contractors during the selection process and at pre-start meetings.

1.2 Details of Client, Principal Designer, Principal Designers, Designers, Principal / Main Contractor, and other Consultants

Contact details of the Client, Principal Designers, FI Construction Limited Head Office and other consultants are located in Appendix 1. The FI Construction Limited regional office contact details are located on the front cover of this Plan. Sub/contractor contact details are located in Appendix 3.

1.3 Extent and location of existing records and plans that are relevant to health, safety, and environment on site, including information about existing structures.

Records / Plans / Information	Location
Existing Health and Safety File	On site / and electronic
O&M Manuals	N/A until hand over
Existing Drawings / Plans / Schematics	On shared drive with paper copies in site office
Utility Drawings	On shared drive
Utility / Service Isolation Certificates	On shared drive and copies on site
Ground Surveys / Investigations	On shared drive and copies on site
Structural Surveys	On shared drive
Asbestos Surveys and Registers	None
Asbestos Clearance Certificates	None
Hazardous Substance Surveys	N/A

Records / Plans / Information	Location
Background Noise Surveys	None
Recyclable Material Surveys	N/A
Flora and Fauna Surveys	On shared drive
Significant health, safety and environmental hazards / risks identified by others e.g. the Client or Designers	On shared drive
Other pre-construction information provided by the Client and / or Principal Designer	On shared drive
Construction Drawings	On shared drive with copies in site office
Construction Specification	On shared drive with copies in site office
Any Other Existing Relevant Information	None

1.4 Planning Purpose of the Document

This document is also required for approval in connection with Condition 5 to planning permission P/2023/0640. Condition 5 states:

No development shall commence, including site clearance, until a Construction Management Plan has been submitted to and approved in writing by the Local Planning Authority. The Management Plan shall include the following details:

- i. the parking of vehicles of site operatives, contractors and visitors;*
- ii. loading and unloading of plant and materials;*
- iii. storage of plant and materials used in the development;*
- iv. construction traffic access arrangements via Bryn Lane only; and*
- v. hours of construction/works.*

The development shall be undertaken in full accordance with the approved Management Plan.

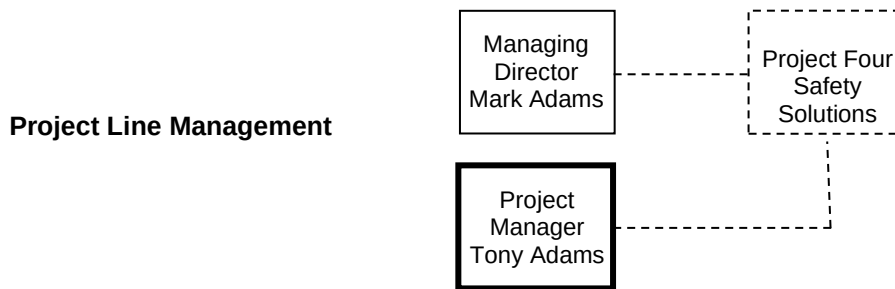
This document is the "Construction Management Plan" for the purpose of Condition 5.

Details required under parts i to v are found in the following sections:

i. the parking of vehicles of site operatives, contractors and visitors	See 2.3.7 and Appendix 6 Logistics Management Plan
ii. loading and unloading of plant and materials	See 2.3.8 and Appendix 6 Logistics Management Plan
iii. storage of plant and materials used in the development	See 2.3.8 and Appendix 6 Logistics Management Plan
iv. construction traffic access arrangements via Bryn Lane only	See 2.3.7 and 2.3.8 and Appendix 6 Logistics Management Plan
v. hours of construction/works	See 2.3.7

2.0 How the work is to be managed.

2.1 Project Management Structure and Responsibilities



Overall responsibility for health, safety and the environment rests with FI Construction Limited Managing Directors. Relevant management responsibilities are delegated to through line management.

The Managing Director is responsible for ensuring suitable and sufficient resources throughout the construction project, including a competent Project Manager, are allocated to the project.

The Project Manager is responsible for planning and the day-to-day management of health, safety and environment on this project, with the direct assistance of individual line managers and supervisors.

Detailed specific responsibilities are identified on the 'Project HS&E Responsibilities Matrix' located in the FI Construction Limited site office.

2.2 Health, safety and environmental goals for the project and arrangements for monitoring and review of health, safety, and environmental performance

Goals set by the Client

Minimise the impact and suitably mitigate any impact caused to the neighbours to the east of the site, i.e. noise, dust & visual impact.

Maintain communication with neighbours throughout the works

Goals set by FI Construction Limited for construction project

The main overriding goal of the project is to prevent accidents and incidents that may affect peoples' health and safety or may impact on the environment.

The goals and objectives set for all FI Construction Limited projects are as follows:

The Construction – Health, Safety and Environmental Plan is to be reviewed monthly and revised as necessary; Formal project health, safety and environmental inspections are to be undertaken and recorded on a weekly basis by the Project Manager or his/her nominee, with action dates and close-out dates recorded;

All Directors Safety Tour Reports with action dates and close-out dates are to be available for inspection in the FI Construction Limited site office;

All accidents and incidents are to be entered onto Incident Tracker on the day they occur, or the following working day at the latest, with any revisions added as information becomes available;

All required data (accidents / incidents; hours worked in the month; enforcement authority visits) is to be input into Incident Tracker on the last working day of each month.

Any additional goals set by the Project Manager

No additional goals are set or imposed by the Project Manager

Method of monitoring, reviewing and measuring the achievement of goals

Weekly reviews with Managing Director

Monitoring of the management and implementation of health, safety and the environment

Informal inspections

All FI Construction Limited project personnel:	Inspection on an ongoing basis whilst walking the site and boundaries
All sub/contractor management and supervision:	Inspection on an ongoing basis whilst walking the site and boundaries

Formal inspections and tours

Project Manager Inspections:	At least 1 inspection every week.
Operations / Construction Director Tour:	At least 1 formal tour of the construction site along with informal tours during normal site visits.
HS&E Advisers:	At least 1 inspection every 4 weeks. Or as and when required.
Sub/Contractors:	At least 1 inspection by sub/contractor's senior site management every week. Inspections by sub/contractor's HS&E adviser's are to take place at intervals agreed in each pre-start meeting. Agreed frequencies are set taking the level of sub/contractor HS&E risk into consideration. The Project Manager may instruct an increase, or allow a reduction in the frequency of inspections undertaken by sub/contractor's HS&E advisers if on-site HS&E compliance is intolerable or acceptable (as applicable).

At times which are not necessarily announced, the Managing Director of FI Construction Limited will undertake HS&E Tours to monitor management compliance and also to provide face-to-face opportunities to consult with site personnel. The frequency of such visits is identified in the FI Construction Limited H&S Policy Document.

Formal inspections and tours are to be recorded and actions are required to be closed out.

Review of project plans, risk assessments and method statements

Review of this Plan and all other plans, risk assessments and method statements produced for this project are to be undertaken on at least a monthly basis, or sooner if forward planning identifies changes to the identified arrangements and control measures; monitoring identifies shortfalls in safe systems of work; or workers identify dangerous / safer working practices.

Statutory inspections

Those responsible for statutory inspections and recording are identified on the Project HS&E Responsibility Matrix held in the FI Construction Limited site office. The frequency and/or timing of the required statutory inspections are to be identified in the relevant risk assessments.

Specific FI Construction Limited site management personnel identified on the Project HS&E Responsibilities Matrix are responsible for checking that FI Construction Limited and sub/contractors undertake and record relevant statutory inspections, and close out any actions identified without undue delay.

Auditing of project HS&E management systems

A FI Construction Limited internal audit of selected project HS&E management systems will take place as required by the FI Construction Limited Managing Director.

2.3 Arrangements for:

2.3.1 Regular Liaison Between Parties on Site

FI Construction Limited will ensure competent management personnel are on site during all construction activities. Construction works must be suspended if no competent FI Construction Limited management / supervisory personnel are available on site.

The Project Manager provides opportunities for regular liaison between parties on site during formal meetings and an open-door policy to discuss proactive and reactive HS&E issues.

Formal meetings include subcontractor progress / coordination meetings and workforce consultation meetings. To ensure that liaison is not restricted to these meetings, the Project Manager will call specific meetings as and when required so that HS&E management, arrangements and conditions can be planned and/or dealt with.

2.3.2 Consultation with the Workforce

FI Construction Limited encourage persons at all levels to participate in communicating issues and ideas that promote improvements in HS&E management, arrangements, conditions and behaviours.

To achieve this, participation is encouraged at project, work-gang and individual level:

Project - pre-start meetings; monthly HS&E workforce consultations sessions (if more than 20 sub/contractor personnel on site); weekly project meetings.

Work-gang – toolbox talks; task briefings.

Individuals – open-door policy; site inductions; toolbox talks; face to face discussions; senior site management presence on site

2.3.3 Exchange of design information between the Client, Designers, Principal Designer and contractors on site.

Design information is exchanged between the Client, Principal Designer and Designers, FI Construction Limited and sub/contractors on site by means of design team meetings; progress meetings; and subcontractor coordination meetings.

If design risk / hazard information provided by the Principal Designer / Designers is considered to be unusual or otherwise significant to FI Construction Limited, the relevant sub/contractor or the project as a whole, then arrangements for controlling relevant risks are included in the relevant parts of Section 3.0 Arrangements for controlling significant site risks.

2.3.4 Handling Design Changes During the Project

UES manage all changes who are overseeing all the works

Significant design changes during the construction project will be overseen by UES to ensure adherence at all times to protect the wildlife and its habitats. The Project Manager will communicate and cooperate closely with

UES and all other parties involved in design and encourage all parties to take account of the general principles of prevention.

The Project Manager also looks to the UES to coordinate, communicate and liaise with all parties to ensure design changes are properly considered and environmental impacts are also to be considered.

Where any design changes occur during the construction phase that effect the approved methods of work, then relevant works must stop until the project and task risk assessments have been reviewed, revised and approved. The Project Manager is to prevent the relevant tasks commencing again until the relevant construction personnel have received a revised task briefing.

2.3.5 Selection and Control of Contractors

All work done will be carried by FI Construction and no subcontractors will be required on work on site to complete the works.

2.3.6 Exchange of HS&E Information Between Contractors

Not applicable

2.3.7 Site Security & Opening Hours

FI Construction Limited are responsible for preventing unauthorised access to the construction site.

The site will be secured by a lockable access gate (at point 1 on the appended Logistics Plan), cctv will cover the site and manned security will be in place out of operating hours.

Access into the site is limited to persons who need to work, visit, deliver/remove materials/equipment, and those persons with a legal right to enter e.g., an HSE Inspector. The Project Manager or his/her nominee will refuse entry to any person who has not received relevant induction training and/or has no access to the required PPE. The Project Manager or his/her nominee will also refuse entry to any person who he/she considers to be insufficiently competent to work on the site or undertake the relevant work tasks.

Persons who have only attended visitors HS&E induction are limited to the Blue Zone, unless they are accompanied at all times on site by a person who has attended the Construction HS&E induction. Drivers who have attended the Delivery / Removal Drivers induction are limited to the Orange and Blue Zones.

Vehicles permitted onto the site are limited to *car park in compound area* and must access via *gate to the west of the site*. See Appendix 6 Logistics Management Plan for demarcation of parking area and access back from Bryn Lane to west.

All site access is locked between the hours of 7pm – 7am on Monday to Friday and *always locked throughout weekends unless required and authorised by the Project Manager*. Unless the Project Manager specifically authorises other access arrangements, as necessary and within any environmental restrictions.

Access through the gates of the site is controlled by onsite logistics manager and locked when not in use during the day. A register to log the names and times of all persons entering and exiting the site is located *in the security office*.

The site will be checked outside normal working hours by onsite security maintained adequate security and safety.

The operating hours of the site will be 8:00am – 5.30pm Monday to Friday. Saturday hours will be kept to 8.00am – 1:00pm if the Project Manager deems the site is required to be open.

2.3.8 Site parking and the unloading of plant and materials

- All access is from Bryne Lane.
- Route to site is as shown on the Logistics Management Plan (appendix 6) therefore preventing any traffic issues from Bryn Lane.
- Logistics plan details area within the site which will accommodate loading and unloading of plant and materials, storage of said plant.
- All site parking is accommodated as shown within the logistics plan.
- The above will ensure there will be no adverse impact on the existing highway network.

2.3.9 Site induction

HS&E induction training is provided by FI Construction Limited.

The induction format is to the standard FI Construction Limited specification, using an A3 flipchart which is completed to make it project specific. Construction HS&E inductions are delivered in *site office*, at 8am on every working day, when required. The Project Manager may arrange for additional inductions, at his/her discretion.

Escorted visitor induction takes place in the *site office*, and visiting driver induction takes place in the *site office*, as required.

Persons who have difficulty in understanding the English language are required to have an interpreter present during induction training to ensure the information provided is properly communicated with the ratio of 5 non English speaking personnel to 1 interpreter.

Persons will not be permitted to work on site without the relevant induction training.

A register of attendance is maintained for all persons attending the Construction HS&E Induction.

Induction	For who?	By whom?
Construction HS&E induction	All FI Construction Limited site personnel (inc. Directors at all levels)	Site Manager
Construction HS&E induction	All construction workers Other persons that need to work on site without being accompanied	Site Manager
Escorted Visitor HS&E induction	Visitors	Site Manager
Visiting Driver HS&E induction	Delivery / removal drivers	Site Manager

2.3.10 On-Site Training

Task briefings

No construction task is to commence until all personnel involved in the task have received a 'task briefing' explaining the hazards, risks, resources, sequence, persons involved, emergency procedures, supervision and all the control measures identified in approved method statements. The task briefings are to be provided by the person with immediate supervision responsibilities.

Task briefings are also required when revised risk assessments and method statements are introduced, before any changes to the task take place. Any new / changes to personnel are also required to attend task briefings.

A register of task briefing attendance is to be attached to relevant risk assessments and method statements, copies of which are to be kept by FI Construction Limited.

Toolbox talks

Persons undertaking construction tasks on this project are to receive regular on-site awareness training in the form of toolbox talks. The frequency of such talks is to be agreed at pre-start meetings, higher risk tasks requiring more frequent toolbox talks than lower risk tasks.

Toolbox talk subjects are not set by this Plan but they are to be relevant to the tasks being undertaken and/or the environment in which work is taking place. Toolbox talks are also used to communicate HS&E Alerts to relevant persons on site.

A register of toolbox talk attendance is to be attached to a record of the toolbox talk content, copies of which are to be kept by FI Construction Limited.

2.3.11 Welfare Facilities and First Aid

Facilities provided for	Male (No.)	Female (No.)
Up to how many people?	10	1
Facility	Male (No.)	Female (No.)
W/C Toilets	2	1
Urinals	2	-
Washbasins with hot (or warm) and cold running water (large enough to wash forearms)	2	1
Showers	0	0
Changing rooms and lockers (with clothes drying provision)	0	0
	Male (Yes / No)	Female (Yes / No)
Are barrier, cleaning and moisturising solutions provided in w/c facilities?	Yes	Yes
Are hand drying facilities provided with washing facilities and paper towels.	Yes	Yes
Facilities for Rest	Details	
Number of people that can be seated (seat with a back rest, and a table) in the canteen(s) at the same time:	10	
Provision for fresh drinking water and drinking vessels / fountains:	Canteen	
Provisions for making hot drinks:	Canteen	
Provisions for warming food:	Canteen	
Provisions for washing-up and drying:	Canteen	
Provision for keeping food / drinks cool:	Canteen	
Provision to dispose of left-over food and other rubbish:	Canteen	
Frequency of regular welfare checks:	Daily	
Frequency of regular cleaning and maintenance of welfare facilities:	Daily	
First Aid	Provision	
Location of the first aid facilities, equipment and materials:	Site offices	

Frequency of regular first aid facilities, equipment and materials checks:	<i>Weekly</i>
Name of the person who checks first aid facilities, equipment and materials:	<i>Site Manager</i>
First Aiders	Names
First aiders (3-day training)	<i>Tony Adams</i>
Emergency First Aiders (1-day training)	<i>Kayleigh Roberts</i>

A4 first aid posters identifying first aiders, contact details and the location of facilities are posted on the FI Construction Limited site office notice board; the site notice board; and in site security accommodation. The posters are available for sub/contractor use, on request.

First aid facilities are also communicated during induction training.

2.3.12 Reporting and Investigation of Accidents and Incidents, Including Near Misses

Any accident that occurs on the project is to be reported and recorded in the injured person's employer's Accident Book, which is to be kept on-site.

In addition, FI Construction Limited use an in-house on-line accident book facility called Info Tracker to record all accidents, incidents (including spillage), first-aid, case of ill-health, near misses, property damage, etc. relating to the whole project.

The Project Manager is to ensure that relevant employers notify the enforcing authorities of any reportable accident, incident or disease that may occur, as required under RIDDOR, or an environmental incident required by the Environment Protection Act.

Investigations will be conducted in accordance with the FI Construction Limited HS&E System requirements and any agreed Client requirements. Sub/contractors are required to undertake their own investigations however; the Project Manager may encourage a joint investigation to be carried out.

2.3.13 Production and Approval of Risk Assessments and Method Statements

Risk assessments and method statements are to be produced and approved in accordance with the FI Construction Limited Safety Management System. In summary, the System requires that:

An overall Project Risk Assessment is maintained throughout the project by the Project Manager;
 A combined risk assessment / method statement standard format is produced for any construction tasks managed directly by FI Construction Limited;
 Sub/contractors may use their own methods of producing risk assessments and method statements for the construction tasks they manage as long as criteria set by FI Construction Limited is met;
 The commencement of any construction task (FI Construction Limited or sub/contractor managed) is prohibited unless the risk assessment and method statement have been appraised and approved by FI Construction Limited site management. (A task briefing is also required before construction tasks commence).

The Project Manager is to ensure a Risk Assessment & Method Statement Register is maintained in the FI Construction Limited site office.

2.3.14 Material Management

Materials will be limited to movement of existing soil / topsoil. No construction materials are envisaged to be used as part of the works. Any small amounts of material that's maybe required will be stored in the site compound.

2.3.15 Site Waste Management Plan (SWMP)

The SWMP (SMARTWaste) will be developed prior to the contract commencing and will be monitored and reviewed at monthly intervals thereafter. The management of the SWMP will be controlled by the Site Manager with assistance/input from the relevant trade contractors and the waste disposal company

Designs will be constantly reviewed throughout the project to ascertain areas of waste reduction by design revisions, specification changes, etc...

All contractors are required to issue copies of the waste transfer notes / consignment notes and other information produced for the removal of their waste from this project.

FI REM will input the waste produced information into the SMARTWaste system at least on a monthly basis.

FI REM will review the collated data with the project team (contractors, Designers, etc...) on a monthly basis to identify any required remedial actions or area of further improvement.

FI REM will review the project waste management arrangements with the Client at periods not exceeding 6 months and carry out a final review no later than 3 months after practical completion of the project.

FI REM will use the data and lessons learnt from the project to further improve future projects

2.3.16 Energy Management

Checks of all non-critical electrical equipment will be included in the leave daily site check list.

2.3.17 Water Management

Groundhog cabins will be onsite for welfare which deals with foul water. Potable water can be used as required

2.3.18 Demolition / Land Remediation

On-Site:	N/A

Off-Site:	N/A
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2.3.19 Heritage and Archaeological Management

N/A

2.3.20 Nuisance Management

Arrangements for managing and controlling possible nuisance to the surrounding community are described within section 3.3.1.

2.3.21 Fuel, Oils and Chemical Storage Management

All are stored in FI Construction owned double bunded fuel bowzers. All suitable spill kits made available for each type of fuel stored.

2.3.22 Natural Habitat Management

This forms part of the scope of works.

2.4 Site Rules

The HS&E rules that apply to this project are contained in Appendix 5.

All the rules identified are communicated to individuals during HS&E induction training. Any additional rules added after an individual has attended induction will be communicated by means of toolbox talks.

A copy of the site rules is to be posted on the site notice board.

2.5 Fire and Emergency Procedures

The identification of the designated fire personnel and first aid personnel are detailed on the General Emergency Arrangements and Personnel poster displayed on the site notice board and at other strategic positions throughout the project. This poster incorporates details for the actions to be taken in cases of fire.

Emergency rescue procedures are to be documented in relevant method statements to ensure safe rescue from height, below ground, from harnesses, and from incomplete scaffolds e.g. a scaffolder. The FI Construction Project manager will use the contractor's emergency procedures to develop an overall site emergency plan for the specific situation and delegate specific duties for the FI Construction site team. Persons delegated duties under each specific emergency plan will be briefed on the requirements of their duties and provided with the necessary training and equipment identified in the plan.

Appendix 4 of this plan (Emergency Contacts) will be displayed in the FI Construction site office and retained in the Construction Phase H&S Plan.

Emergency procedures relating to the environment are detailed on an A3 poster on the site notice board and adjacent to relevant storage areas. Procedures are also to be identified in risk assessments and method statements, as relevant.

FI Construction Limited has appointed an Emergency Controller to develop and maintain emergency procedures and to take control in emergency situations.

3.0 Arrangements for Controlling Significant Site Risks

3.1 Significant Safety Risks, including:

3.1.1 Delivery and removal of materials (including waste) and work equipment taking account of any risks to the public, for example during access to or egress from the site

Transport and site logistic requirements have been analysed to determine safe methods of delivery and removal of materials and work equipment. Strictly the following traffic management must be adhered to:

One access and egress on Bryn Lane as shown on the Logistics Management Plan (Appendix 6)

Use the industrial estate road infrastructure to reach Bryn Lane.

No routing of any vehicles via B5130 over any part, in any direction.

All vehicles moving soils to be covered entering and / or leaving the site on the main highway [no movements envisaged]

Have a wheel / vehicle washing facilities available onsite as required.

3.1.2 Dealing with services – water, electricity and gas, including overhead power lines and temporary electrical installations

Not applicable. All power used will be temporary.

3.1.3 Accommodating Adjacent Land Use

A list of the specific hazards and risks to / from the adjacent land use, and any required arrangements to control the significant risks, below:

(e.g. railway; tramway; highway; river; canal; farming; construction; schools; colleges; substations; nature reserves; sites of scientific interest; etc)

None envisaged.

Hazards	Risks	Arrangements to Control Risks.

3.1.4 Stability of structures whilst carrying out construction work, including temporary structures and existing unstable structures.

The FI Construction Limited Temporary Works Manager / Coordinator is responsible for ensuring a Temporary Works Plan is developed to manage the stability of permanent and temporary structures.

No temp works controls are applicable.

Permanent / Temporary Structures	Controls

3.1.5 Preventing Falls

Only proprietary step-ups are to be used on this project. Ladders and stepladders are not banned but their use is strictly controlled by a FI Construction Limited Ladder / Stepladder Permit. Such permits will not be issued by FI Construction Limited if it is reasonably practicable to use access equipment that presents less risk of falling.

There will be no working at height on the site.

3.1.6 Work with or Near Fragile Materials

N/A

Fragile Material Location	Arrangements to Prevent Access

3.1.7 Control of Lifting Operations

All lifting operations are controlled in compliance with the FI Construction Limited Safety Management System Lifting Operations requirements. No lifting operations are to take place without a lifting plan being approved and appointments made for Appointed Person, Crane Supervisor, Slinger / Signaller, and Crane Operator

FI Construction Limited has an Appointed Person available to check all Lifting Plans. This appointment is in addition to the lifting team appointments required for contracted and non-contracted lifts.

The FI Construction Limited Appointed Person for lifting operations is identified on the Project HS&E Responsibilities Matrix. Other appointments are to be identified on the Lifting Plans.

3.1.8 The Maintenance of Plant and Equipment

All plant and equipment is to be maintained in good working order. Inspections of plant and equipment are to take place before use each day, and records of statutory inspections recorded weekly. Copies of inspections are to be issued to FI Construction Limited. Any plant or equipment found not to be in good working order is to be taken out of use until it is repaired or replaced.

FI Construction Limited site management / supervision will prevent the use of any plant and equipment found to be in an unacceptable condition.

3.1.9 Work on Excavations and Work where there are Poor Ground Conditions

All excavations are to be strictly controlled by a FI Construction Limited Permit to Dig. In poor ground conditions, excavations are also subject to the requirements of the Temporary Works Plan.

The FI Construction Limited Temporary Works Manager / Coordinator and the person in control of Permits to Dig are identified on the Project HS&E Responsibility Matrix.

Not applicable

3.1.10 Work on Wells, Underground Earthworks and Tunnels

N/A

3.1.11 Work on or near water where there is risk of drowning

Provide a lifebuoy ring with throw lines will be in housing sited where any open water forms.

3.1.12 Work Involving Diving

N/A

3.1.13 Work in a Caisson or Compressed Air Working

N/A

3.1.14 Work Involving Explosives

N/A

3.1.15 Traffic routes and segregation of vehicles and pedestrians

3.1.16 Storage of materials (particularly hazardous materials) and work equipment

General materials:	Materials are to be stored in a safe manner in designated storage areas to reduce the risks of falling over or collapse. Storing materials at height is to be restricted unless methods of preventing falls of people and materials are provided.
Hazardous substances:	Hazardous substances are to be stored in accordance with COSHH assessments and environmental control requirements.
Explosives:	N/A
Bottled gas:	N/A
Combustible materials:	N/A
Plant:	<i>Plant stored in the compound where full CCTV and security guard. No keys are left on site overnight. Spill kits are on site to deal with any spills. No spills are envisaged.</i>
Equipment:	<i>Small tools will be stored in the onsite container which is locked out of hours and guarded by security</i>

3.1.17 Fire

Arrangements to control fire risks are detailed in the Construction – Fire Plan.

3.1.18 Any other significant safety risks identified by the Client, Principal Designer, Designers or Sub/contractors

No other significant safety arrangements required.

3.2 Significant health risks, including:

Arrangements to control fire risks are detailed in the Construction – Fire Plan.

3.2.1 The removal of asbestos

N/A

3.2.2 Dealing with contaminated land

None envisaged (farm land)

3.2.3 Manual handling

Where reasonably practicable, mechanical means of handling are to be used. Specific manual handling risk assessments are to be attached to task risk assessments and method statements.

3.2.4 Use of hazardous substances, particularly where there is a need for health monitoring

All materials / substances brought onto the site, whether used in the build or not will be subjected to a written COSHH assessment.

Contractors are required to detail the materials / substances used in the delivery of their contracted works in their method statement and include a COSHH assessment for each material / substance detailed. Contractors are required to submit COSHH assessments as part of their safe system of work.

FI Construction Limited will produce COSHH assessments for work tasks carried out by operatives under their control.

Operatives will be briefed on the requirements of the COSHH assessments prior to the commencement of their work task.

3.2.5 Reducing noise and vibration

- Noise: Noise assessments are required to be carried out to determine control measures to reduce noise. Noise exposure controls are to be identified in all relevant risks assessments and method statements. Control measures should address the protection of multiples of people before individual protection offered by PPE. Those employers generating noise are required to check that noise control measures are satisfactorily reducing noise to acceptable levels by means of a noise meter monitoring by a competent person.
- Vibration: Risk assessments are to identify processes, tools and equipment that expose people to vibration, including whole body vibration and hand/arm vibration. Vibration exposure controls are to be identified in all relevant risks assessments and method statements.
- Personnel who are at risk from vibration are to be regularly monitored for signs of vibration health problems. Such monitoring is to be recorded.

3.2.6 Work with ionising radiation

N/A

3.2.7 Exposure to UV radiation (from the sun)

Long trousers, T-shirt (not vest) and high-visibility vest is the minimum standard for clothing on this project. A weekly forecast, including temperatures and, when available, UV forecast will be posted on the site notice board.

High factor sun filter cream is available in the welfare facilities.

3.2.8 Any other significant health risks identified by the Client, Principal Designer, Designers or sub/contractors

No other significant health arrangements required

3.3 Significant environmental risks, including:

3.3.1 Nuisance

The following control measures are required to prevent the following nuisances to the surrounding community:

Noise:	<i>Use of low decibel plant</i>
Vibration:	<i>Monitor with the HAVs register</i>
Dust and air-borne pollution:	<i>Use dust suppression</i>
Parking:	<i>Parking within designated areas</i>
Access congestion:	<i>Close monitoring at all times</i>
Off-site congestion:	<i>None</i>
Mud, silt and materials on highways (including footpaths and cycleways):	<i>Levels of mud and debris to be monitored and road cleaning facilities will be brought into action as and when required</i>
Odour:	<i>None</i>
Litter:	<i>All rubbish and litter will be held in covered skips and removed from site</i>
Other:	

3.3.2 Waste

Disposal of waste is to be monitored as per the Site Waste Management Plan.

3.3.3 Pollution

N/A

3.3.4 Damage to habitat

This will be assessed throughout as part of the scope of works.

3.3.5 Spread of invasive flora species

N/A

3.3.6 Archaeological find

N/A

3.3.7 Any other significant environmental risk identified by the Client, Principal Designer, Designers or sub/contractors

Working within a new area, therefore all works are controlled by UES and all recommendations adhered to.

4.0 Requirements for the Health and Safety File

4.1 Layout and format

As built drawings to be produced compared to the proposed design

4.2 Arrangements for the collection and gathering of information

Information is to be collected from designers and contractors via SharePoint drawings and site meetings and all stored on SharePoint

Information collection schedule

Collection from Designer / Contractor	Date Information Required
FIREM	August 2024

Information delivery schedule

Information for delivery	Date Information to Client
	TBC

4.3 Storage of information

N/A

Copies	Number Required
Hard copies	N/A
Electronic copies	N/A

5.0 Appendices

1	Client, <i>Principal</i> Designer / Designers, <i>Principal</i> Contractor and Other Consultant Contact Details
2	<i>Principal</i> Contractor Key Personnel Contact Details
3	Sub/Contractors' Contact Details
4	Emergency Contacts
5	Fire Safety Management Plan
6	Project HS&E Rules

CONSTRUCTION – HS&E PLAN APPENDIX 1

Client, Principal Designer, Designer, Principal Contractor and Other Consultant Contact Details *(add to the list as necessary)*

	Contact Details	
Client	Company name:	FIREM on behalf of Lea Valley
	Address:	Canal Mill, Botany Brow, Chorley, PR6 9AF
	Contact name:	Mark Adams
	Telephone:	07713 319 422
	Fax:	
	Email:	madams@fi-rem.com
Principal Designer	Company name:	FICON
	Address:	Canal Mill, Botany Brow, Chorley, PR6 9AF
	Contact name:	John Lohan
	Telephone:	
	Fax:	
	Email:	jlohan@fi-construction.com
Principal Contractor (Head Office)	Company name:	FI Construction Limited
	Address:	Canal Mill, Botany Brow, Chorley, Lancashire, PR6 9AF
	Telephone:	
	Fax:	
	Mobile:	
	Email:	
Designer	Company name:	N/A
	Address:	
	Contact name:	
	Telephone:	
	Fax:	
	Email:	
Other Designers / consultants	Company name:	United Environmental Services Limited (UES)
	Address:	1 Booths Park, Chelford Road, Knutsford, Cheshire, WA16 8QZ
	Contact name:	Toby Hart
	Telephone:	01565 757788
	Fax:	
	Email:	toby@use.org.uk
	Mobile:	07736 683151

CONSTRUCTION – HS&E PLAN APPENDIX 2

Principal Contractor Key Personnel Contact Details

Operations / Construction Director			Quantity Surveyor		
Mark Adams	Office location	Canal Mill	FICON	Office location	Canal Mill
	Telephone			Telephone	
	Fax			Fax	
	Email address	madams@fi-rem.com		Email address	
	Mobile	07713 319422		Mobile	
Contracts Manager			Senior Engineer		
John Lohan	Office location	Canal Mill		Office location	N/A
	Telephone			Telephone	
	Fax			Fax	
	Email address	jlohan@fi-construction.com		Email address	
	Mobile	07715 208546		Mobile	
Project Manager			M & E Manager		
	Telephone	N/A		Office location	N/A
	Fax			Telephone	
	Email address			Fax	
	Mobile			Email address	
				Mobile	
Site Manager			Health & Safety Advice		
Tony Adams	Telephone	Tony Adams	Project Four Safety Dave Aspey	Office location	17 Mann Island Liverpool, L13 7GD
	Fax			Telephone	0333 990 0145
	Email address	tadams@fi-construction.com		Fax	
	Mobile	07494 438240		Email address	dave@projectfoursafety.com
				Mobile	07534 796 259
Design Manager			Environmental Advice		
	Office location	N/A	UES	Office location	Toby Hart
	Telephone			Telephone	01565 757788
	Fax			Fax	
	Email address			Email address	toby@ues.org.uk
	Mobile			Mobile	07736 683151
Planning Manager			A N Other		
	Office location	N/A		Office location	
	Telephone			Telephone	
	Fax			Fax	
	Email address			Email address	
	Mobile			Mobile	

CONSTRUCTION – HS&E PLAN APPENDIX 2

CONSTRUCTION – HS&E PLAN APPENDIX 3

Contractors' Contact Details

Name of Contractor	Contact Details	
N/A	Trade:	
	Name:	
	Position:	
	Address:	
	Telephone:	
	Fax:	
	Email:	
	Mobile:	
N/A	Trade:	
	Name:	
	Position:	
	Address:	
	Telephone:	
	Fax:	
	Email:	
	Mobile:	
N/A	Trade:	
	Name:	
	Position:	
	Address:	
	Telephone:	
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	Telephone:	
	Fax:	
	Email:	
	Mobile:	
N/A	Trade:	
	Name:	
	Position:	
	Address:	
	Telephone:	
	Fax:	
	Email:	
	Mobile:	
N/A	Trade:	
	Name:	
	Position:	
	Address:	
	Telephone:	
	Fax:	
	Email:	
	Mobile:	

CONSTRUCTION – HS&E PLAN APPENDIX 4

Emergency Contacts

Site address:	Bryn Lane, Wrexham	Tel No:	07494 438240
Site Manager :	Tony Adams	Deputy :	

	Tel No.	Contact Person	Address
First Response Contacts			
Fire	01745 535 250		Croesnewydd Road, Wrexham LL13 7YU
Police	0300 330 0101		Chester Street, Wrexham, LL13 8BG
Ambulance	0300 123 3247		Croesnewydd Road, Wrexham LL13 7YU
Hospital A&E Dept.	01978 291100		Croesnewydd Road, Wrexham, LL13 7TD
STATUTORY AUTHORITIES			
Electricity	SP Power Systems		Electricity House, Wrexham Road, Wrexham
Telecom			
Water	Hafren Dyfrdwy		03306 780 679
Gas			
Sewage	Hafren Dyfrdwy		03306 780 679
Other			
ENFORCING AUTHORITIES			
Health & Safety Executive (HSE)	0300 003 1647		
Environment Agency (EA) / SEPA	03708 506 506		
Other Out of Hours Contacts			
Position	Name		Tel No.
Project Manager			
Site Manager	Tony Adams		07494 438240
Engineer			
Electrician			
Scaffolder			
Plumber			
HS&E Advisor			
Environmental Rep.			

CONSTRUCTION – HS&E PLAN APPENDIX 5

Project HS&E Rules

Client rules:

- *No rules imposed by the Client.*

FI Construction Limited rules:

Access control

- All site personnel and visitors are to sign in when entering site, and sign out when leaving site.
- The designated site entrance(s) must be used. Hoardings and fences must not be climbed or otherwise breached.

Alcohol

- The consumption or possession of alcohol on the site is strictly prohibited. No person will be allowed to work on site if they are suspected to have recently consumed alcohol or to be under the influence of alcohol.

Awareness training

- All site personnel must attend the full health, safety and environmental induction training. Visiting drivers are to attend visiting driver induction training. Visitors are to attend escorted visitor induction training.

Behaviour

- No site personnel are to interfere, damage or abuse any welfare facilities, fire equipment, safety signs or any other items provided in the interests of health, safety and the environment.
- Offensive language, gestures and wolf-whistling is not acceptable behaviour.
- Any act of 'horseplay' is unacceptable.

Confined spaces

- Confined spaces must not be entered unless a FI Construction Limited Confined Space Permit has been issued and valid, you are authorised by the permit to enter, and emergency arrangements are in place to rescue you without putting others into unacceptable risks.

Deliveries

- Delivery drivers are to comply with the requirements of the traffic management set out at 3.1.1 and the directions of banksman; expressly no movements offsite along the B5130 in either direction.
- Do not reverse on site unless you are directed by a banksman or other specific control measures are agreed and in place.
- Delivery drivers must stay in their cab unless they are wearing the mandatory PPE.
- No delivery vehicle passengers are permitted on site.

Distractions

- Radio, CD, MP3 and all personal entertainment players, etc. are prohibited on site.
- Other than for emergency situations, mobile phones must be used only in the blue zone and designated phone use area .
- Mobile phones must not be used whilst operating vehicles, plant and equipment anywhere on site.

Drugs and intoxicating substances

- The possession or taking of drugs or other intoxicating substances on this site other than for authorised medical purposes is strictly prohibited. The taking of drugs for medical purpose is to be notified to the Project Manager. Alternative work arrangements may need to be considered if the side effects of medicines are known to affect concentration.

PPE

CONSTRUCTION – HS&E PLAN APPENDIX 5

- Safety helmets, high visibility vests / coats, safety footwear with steel toe-caps and soles, and suitable gloves are mandatory PPE requirements on this project.
- High visibility clothing is to be yellow unless you are a banksman or slinger / signaller.
- Where risk assessment determines that additional specific PPE control measures are required, it must be worn.

Electrical

- No one is to interfere with any temporary or permanent electrical supply, or and electrical equipment unless they are trained and authorised to do so.
- Portable electrical appliances are not to be used unless they are PAT tested.

Emergencies

- In the event of an emergency alarm, all site personnel are to stop work and calmly gather at the assembly point.
- Following an emergency evacuation, do not re-enter site until you are authorised and told it is safe to do so.

Environment

- All waste is to be segregated into the relevant waste skips.
- All fuels and oils are to be kept in bunds.
- No refuelling is to take place without the use of drip trays, and suitable funnels are required if fuels are to be poured into tanks.
- Any fuel or chemical spills are to be contained by spill kits, and any contaminated waste disposed of as special waste.

Fire

- All fire extinguishers are to remain in their allocated positions and must not be tampered with. A specific fire extinguisher is to be provided for any hot works.
- No hot works (naked flames, very hot surfaces, spark emitting works) are to take place unless a Hot Works Permit has been issued and valid.
- No compressed gas bottles (LPG, acetylene, oxygen, etc.) are to be left in the buildings / structures when not in use. Every bottle is to be removed to secure vented compounds at the end of each shift.
- All compressed gas bottles are to be kept in the vertical position, with acetylene and oxygen bottles securely chained.
- All combustible waste is to be taken to the skips provided on a regular basis throughout the works.
- Flammable materials are only to be brought into the building / structure on an 'as required' basis.
- The burning of materials is not permitted on site.

First aid

- If you need first aid, get it or ask for it.

Excavations

- No digging or driving of road pins or wooden stakes is to take place unless a specific 'permit to dig' has been issued and remains valid.
- Never enter an excavation until it has been inspected and declared to be safe by a competent person:
- at the start of the shift;
- after any event that may have effected the strength and stability of the excavation (e.g. severe weather); or
- after any material unintentionally falling or dislodged materials.
- Materials must not be stacked close to excavations.
- No person is to climb into an excavation unless the sides are suitably supported or battered back, and access is by means of a secured ladder.

Hazardous substances

- Do not use hazardous substances unless you have been briefed on the required health and safety precautions for the task you are doing.

Holes

CONSTRUCTION – HS&E PLAN APPENDIX 5

Protective hole coverings (holes in floor, manholes, shafts, etc.) must not be removed if it is part of an agreed method statement and you are authorised to do so.

Lifting

- Only site appointed slingers / signallers are to attach or detach loads being lifted, or signal to any crane operator / driver. (The exception to this rule applies to delivery drivers unloading their own loads using lorry loaders).
- You must not walk under a suspended load.
- The slinger / signaller is to direct loads being lifted so that loads are not suspended over people.
- Standard waste skips must not be lifted unless they are tested or lifted using a proprietary cradle, and in good condition.
- Mortar tubs are not to be lifted unless they are tested or lifted by proprietary lifting accessories, and in good condition.

Manual handling

- If you are not sure how to safely manually handle objects, or not sure of your physical capabilities, then do not handle them. Get help - preferably mechanical help.

Parking

- All on-site parking is limited to the allocated spaces. Considerate parking is required.

Plant and equipment

- Operators of plant and equipment shall be trained in the use of the specific plant and equipment to a standard acceptable to FI Construction Limited. Certificates, cards and qualifications are to be produced as necessary, prior to operating relevant plant and equipment.
- Site personnel are to report any plant or equipment defects to their line management without delay, taking any such plant or equipment out of service if safety, health or the environment is in any way compromised.
- Riding on plant as a passenger is strictly forbidden.
- Do not leave keys in unattended plant and equipment.
- Do not leave engines running unnecessarily or when unattended.
- Do not remain seated on a dumper when it is being loaded.
- Restraints (seat belts) provided in plant and equipment must be used.
- Yellow flash beacons fitted to plant are to be used at all times whilst the plant is in use.

Reporting accidents and incidents

- All accidents and incidents (including minor first aid and near misses) are to be reported to FI Construction Limited senior site management and entered onto the FI Construction Limited Incident Tracker system without delay. Those personnel working for sub/contractors are to ensure that their employer accident book is also completed.

Restricted hours

- No work is to take place on site outside the agreed working hours / days unless permission has been granted for specific hours / days by FI Construction Limited senior site management.

Risk assessment and method statements

- No construction tasks are to commence until task risk assessments and method statements have been appraised and agreed by FI Construction Limited senior site management.
- All site personnel undertaking construction tasks on site are to attend specific task briefings prior to commencing those tasks, and prior to any changes to the task.

Signage

- All prohibition and warning signage must be observed.

Slips, trips and falls

- All access and emergency routes are to be kept free from obstructions at all times.
- All site personnel are to cooperate in keeping the site tidy, and clear away all waste or unwanted materials at the end of each shift.

CONSTRUCTION – HS&E PLAN APPENDIX 5

- The designated pedestrian access routes on site must be used. Do not take short cuts.
- Do not trail electrical leads across walkways, corridors, etc.
- Do not leave nails protruding from timber - remove them.

Smoking

- Smoking is only permitted in designated areas during all phases of the construction work.

Toolbox talks

- Attendance at necessary toolbox talks is mandatory.

Welfare

- Rest (mess) rooms, canteens, etc. are to be kept clean, with waste removed to the bins provided immediately.
- Food and drink is only to be consumed in the site canteen(s).
- Persons found to be urinating or defecating on site, other than by the correct use of the sanitary conveniences will be removed from site.

Work at height

- No one is to erect, adjust, alter or dismantle scaffolds or fall prevention / arrest equipment unless they are trained and authorised to do so.
- Access to and from scaffolds must only be via the stairs / ladders provided. No scaffolds are to be climbed by any other means.
- Tower scaffolds may only be accessed by climbing the inside using the in-built ladder.
- Tower scaffolds are to be erected, altered and dismantled by authorised IPAF trained personnel only.
- Bandstand platforms are prohibited unless there is edge protection fitted and there is no alternative.
- Do not access scaffolds unless they have been inspected and tagged.
- The lanyards used with harnesses must be attached to suitable anchor points, including the anchor points provided in MEWP's.
- No materials or equipment are to be thrown or 'bombed' from height e.g. scaffold fittings.
- Only proprietary hop-ups are to be used on site. Milk crates, blocks, drums, pallets, etc. are not permitted.
- Work off ladders or step ladders will not be permitted without a FI Construction Limited Ladder / Step Ladder Permit.
- Do not climb any ladder that is not secured at near the top, or footed.

Additional rules

- Working near water – [Construction - Prevention of drowning \(hse.gov.uk\)](https://www.hse.gov.uk/construction/prevention-of-drowning/)

Failure to comply with these site rules may result in disciplinary action

CONSTRUCTION – HS&E PLAN APPENDIX 6

LOGISTICS MANAGEMENT PLAN



CONSTRUCTION – HS&E PLAN APPENDIX 6



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