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PERSIMMON

Together, we make a home

CONSTRUCTION MANAGEMENT PLAN

KINGSMERE KMC & KMD, BICESTER

Persimmon Homes Midlands

1st Issue – 23 October 2014

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INTRODUCTION

DEVELOPMENT SITE WIDE CODE OF CONSTRUCTION (SHE PROTOCOL)

FOR THE DEVELOPMENT AT KINGSMERE KMC & KMD, BICESTER, OXFORDSHIRE

The Development site is in the ownership of Persimmon Homes Midlands who will be wholly responsible for the development.

Persimmon Homes Midlands are also responsible for the delivery of the development infrastructure roads and utilities including connection to the existing highway.

To ensure the overall development works are carried out in a co-ordinated, safe and controlled manner with full consideration of their impact, Persimmon will endorse the House Builders Federation recommendation for the management of Health and Safety and Environmental issues on sites and will adopt a site wide SHE Protocol.

This Code of Construction will be adopted by all Persimmon and their Principal Contractors, Contractors and Sub-Contractors across the Development to ensure a consistent, co-ordinated approach to traffic management, public and site safety and environmental issues for the safe development of the site as a whole.

1.0 MANAGEMENT

Persimmon will subscribe to this Code of Construction as the overriding Health, Safety and Environmental Protocol upon which all Design, Procurement and Construction activities will be based.

1.1 Health and Safety Management Strategy

Persimmon takes the management of Health and Safety throughout the project (design, procurement and construction stages) very seriously and as such undertakes to ensure that the project is managed in strict accordance with all relevant Health and Safety Legislation, in order to reduce the risk of accidents throughout the life cycle of the development; during the construction phase, the use of the building and the potential future refurbishment and dismantling of structures.

In this regard, Persimmon undertakes to ensure that compliance with the CDM Regulations and the guidance given in the Approved Code of Practice (ACoP) is achieved by itself and all members of the project team, construction partner and design team.

1.1.1 Specific Key CDM Dutyholders

Client	Persimmon Homes Midlands
CDM Co-ordinator	Persimmon Homes Midlands
Groundworks Principal Contractor	TBA.
Site Principal Contractor	Persimmon Homes Midlands

Duty holders will undertake to carry out their duties as defined by the CDM Regulations 2007 to ensure that all requirements of the CDM Regulations 2007 are met.

Persimmon will ensure that a suitably competent CDM Co-ordinator, Principal Contractor and Design Team are appointed to oversee all Project Specific Issues with enough time to plan and mobilise their activities.

1.1.2 The Design Process – looking at Health, Safety & Environmental Issues

Throughout the Design Process, designs will be co-ordinated with respect to Safety, Health and Environmental issues.

The underlying principle of the Design should be to eliminate hazards (so far as is reasonably practicable, taking account of other design considerations) and reduce risk associated with those hazards, which remain; suitable information about the residual risks involved in the design will be communicated from the Design Team to the Principal Contractor, through the CDM Co-ordinator.

1.1.3 Project Considerations – for all shared activities

Persimmon will oversee the overall management of Health and Safety conditions as the project progresses. A Project Manager will be appointed to ensure that all Development Issues are properly co-ordinated. A separate Principal Contractor will be appointed for all infrastructure works.

A system of site wide Health and Safety co-ordination will be put in place, managed by Persimmon, that will deal with the planning and monitoring of movement of personnel, vehicles, plant etc. to, from and between individual development sites as well as operations that interface with each Principal Contractors' works.

The site-wide elements of each Principal Contractor's Construction Phase Health and Safety Plan will be harmonised so that interface issues are addressed in a comprehensive and compatible manner.

Persimmon will supply welfare facilities in accordance with appropriate standard for number of units being built and anticipated numbers of site operatives on site and maintain their development site in a clean and tidy state.

1.2 Environmental Management Strategy

Persimmon understand the importance of effective environmental management and as such, undertakes to ensure that environmental risks throughout the project are identified and suitable control measures and procedures to manage those risks are developed with the Principal Contractor for each designated area of work. Control measures will be inspected/reviewed by the Principal Contractor as part of their SHE Site Inspections to ensure their effectiveness and validity.

The project will be undertaken in accordance with all relevant legislation, namely:

- Environmental Protection Act 1990
- Wildlife and Countryside Act 1981
- Water Resources Act 1991
- Control of Pollution Act 1974
- Water Industry Act
- Land Drainage Act
- Conservation (Natural Habitats) Regulations 1994
- Protection of Badgers Act 1992
- Hedgerows Regulations 1997
- Town and Country Planning (Environmental Impact Assessment) Regulations
- Clean Air Act (1993)
- Common Law Nuisance
- Noise and Statutory Nuisance Act (1993)
- The Contaminated Land Regulations 2000
- Duty of Care Regulations 1991 and Special Waste Regulations
- Oil Storage Regulations 2001

This list is not exhaustive. All due care and consideration will be given to environmental issues throughout the course of the project and all control measures suitably monitored as the project progresses.

The Principle Contractors Site Manager is to be responsible for ensuring that the above is implemented.

2.0 COMMUNICATION AND CO-ORDINATION

It is recognised that communication and co-ordination is a central consideration, for every success of the project, from a Commercial, Health and Safety, Environmental and Quality Construction Point of View.

As such, meetings will be held regularly between all parties concerned, and will be implemented by Persimmon and directed by the Project Manager.

During the Design stage, meetings will be held regularly (at least monthly) with regular communications (verbal and electronic) between key members of the Project and Design Team.

During the Construction Phase, all notes and minutes of all meetings held between the various parties shall be recorded, issued and a copy filed on site. Frequency, agenda and form of meeting are to be discussed and agreed between all parties. The general rule is monthly Persimmon Management meetings, weekly Site Management meetings and daily interface with Site Managers. All relevant exchanges of information should also be included within the Site Consultation Meeting minutes.

All communications with the Principal Contractors will be recorded initially by the Project Manager and thereafter the Persimmon Site Manager. Verbal communications will be noted in the site diaries.

Persimmon will ensure reciprocal exchanges of information regarding sales team access and site works considerations, as it is important to safeguard sales team personnel and prospective purchasers.

The Project Manager/Site Manager(s) and the sales team will hold meetings to discuss any/all changes to the site environment, particularly if access to any specific plots is required or not permissible and the meeting should be recorded in minutes and in the site diary.

3.0 DETAILED CONSTRUCTION PROVISIONS

This section relates to the provisions made by Persimmon to ensure the safe, commercial, strategic, environmental and socially responsible progression of the project.

3.1 Site Security and Protection of the General Public

Persimmon recognises the need (from a legal and a socially responsible perspective) to ensure that the whole development site is adequately protected to prevent unauthorised persons from entering the site.

3.1.1 Security and Segregation of Work Areas

Persimmon and its Principal Contractors will ensure that the boundaries of their site are fully secure from trespassers/members of the public/children and other site personnel as well as being completely separate from those works of other adjacent Developers/Principal Contractors.

The individual development sites will be enclosed with appropriate fencing, with controlled access gates, so that each Principal Contractor's site is autonomous, clearly defined and separated before any works commence on site.

Each site will be autonomous in respect to the CDM Regulations 2007 within its boundaries. Each Principal Contractor and appointed contractors will abide by the agreed site-wide management system co-ordinated by Persimmon Homes.

Visitors will be directed to the site office where they will sign in and be inducted by the Site Manager as necessary.

3.1.2 Protection of the Public

Persimmon and its Principal Contractors will ensure that good housekeeping practices are implemented across the development sites. All materials, plant and tools will be fully secured/supervised when not in use and particularly at the end of the working day, material storage/compound areas will be fully secured to prevent access, should there be any unauthorised access to the site.

3.1.3 Signage

Appropriate Health and Safety signage will be placed around the site guiding traffic routes, giving warnings of hazards and potential dangers (such as "Danger: Keep Out" etc.) and instructing conduct within the site boundaries (such as "Do not remove security fencing"/"Appropriate PPE must be worn ..." etc.). Each individual parcel will have its own identifying and directional signage but will be in accordance with agreed format/type/frequencies, to be decided by Persimmon.

3.1.4 Inductions

The Persimmon Site Manager is responsible for project induction training and will ensure that each site worked receives induction training specific to the site and to the type and place of work. This is to take place before the site operative commences work for the first time on a particular site. Evidence of all induction training executed and names of personnel who have undertaken formal induction training together with when they were inducted, must be recorded and filed on site.

Contractors working on site employed by others (e.g. utilities) shall be inducted as all other site operatives and visitors. Information concerning their works and co-ordination/co-operation with other site operatives shall be discussed and agreed with the Project Manager or Persimmon's Site Manager prior to commencement of their works on site, as appropriate.

Tool Box Talks will be held by contractors and Principal Contractors (as appropriate) regularly and these will be recorded by the Principal Contractors responsible for those areas.

Specifically during the induction process, operatives will be informed of housekeeping matters, particularly the need to respect surrounding neighbours to the site and the need to keep noise to a minimum, particularly when entering and leaving the site. Any radios/entertainment devices should only be used at a level which will not cause undue disturbance to the neighbouring areas.

3.2 Control of On-Site Working Conditions

3.2.1 Site Working Hours and Deliveries

Working hours are limited to: 7:30 am to 6.00 pm Monday to Friday, 8.00 am to 1.00 pm on Saturdays, with no working on Sundays or Bank Holidays unless a programme of works has previously been approved in writing by the Local Planning Authority.

No noisy plant operations shall be commenced before 8.00 am on any day.

Deliveries to site will be strictly limited to working hours only and no delivery vehicles will be permitted to wait outside the site outside of normal working hours; drivers must make alternative arrangements when waiting for access to site. These conditions will be communicated to delivery companies at time of orders being placed.

Persimmon and their Principal Contractors will ensure that these working hours are communicated to all contractors and site operatives and re strictly enforced.

3.2.2 Compound Position, Site Car Parking, Visitor Provisions, Plant and Equipment

Areas for the car parking, office and the developers' site compounds together with sites for materials, debris and plant storage will be agreed and shown on the Site Management Plan.

All visitors must report to the relevant Site Office for an appropriate induction by the relevant Site Manager. Car parking facilities will be made available for visitors to site and clearly signed.

In order to review all plant and equipment brought on to site, any machinery bought on site by sub-contractors should be notified and authorised by the Persimmon Site Manager or Assistant Site Manager and recorded on the Mobile Plant Register.

3.2.3 Road Cleaning Regime and Wheel Washing Facilities

Persimmon and their Principal Contractors will ensure measures are taken to prevent slurry/spoil from vehicles leaving site during the works being deposited on the public highway. The cleanliness of site roads will be inspected regularly by Persimmon. Each Principal Contractor will provide wheel washing apparatus and will ensure that all existing site traffic is thoroughly cleaned.

A pressure jet wash facility is to be provided at relevant site exits and the wheels of every vehicle visiting the site will be thoroughly cleaned prior to leaving the site, so to prevent mud migrating onto the adjacent highways.

Wagons carrying loose material will be covered before leaving site. Additionally, damping down should be considered in windy weather conditions, depending on the materials being carried.

Additional damping down and road sweeping will be introduced if required on the instruction of Persimmon's Project/Site Manager.

3.2.4 Considerate Constructors Scheme

To ensure best practice site management principles are followed, Persimmon will enrol onto the Considerate Constructors Scheme and commit to go significantly beyond best practice by achieve formal certification under the scheme with a score of 32 points or above.

3.3 Traffic Management

3.3.1 Key Considerations

- Overall Traffic Management Plan and Emergency Plan for the Development Site.
- Co-ordinated traffic controls and traffic segregation.
- Public road and site signage.
- Safe pedestrian and visitor access.
- Implement “signing in” regime to development site and each developer.
- Agree demarcation zones, plot details on the site plan.
- Include details of the arrangements in developer’s health and safety plan.
- A site speed limit will be agreed prior to works commencing.
- Agree day to day co-ordination, co-operation and consultation arrangements.
- Parking arrangements – provision of adequate parking for developers, contractors and contractors’ vehicles on each developer’s site and a wheel clamping system for all vehicles contravening this rule. No contractor’s vehicles will be allowed to park on the spine roads.
- Deliveries.
- Storage arrangements.
- Site wide wheel cleaning facility at all of the site exits used by construction traffic.

3.3.2 Traffic Management Strategy

The strategy will address the Overall Traffic Management and Emergency Procedures for the Development site including one way systems where possible, avoid the need for reversing or the safe management of reversing vehicles, traffic control measures and safe pedestrian and visitor access, car parking and road cleaning.

The overall traffic management plan, both graphical and written, will demonstrate the principles of the traffic flows, pedestrian segregation, traffic control measures, speed limits, signage, car parking.

Persimmon will hold monthly and weekly development meetings at which these measures will be discussed and up-dated as necessary.

Vehicular traffic and pedestrian traffic will be segregated at the site entrance, with clearly signed routes being maintained.

The road outside the site must be kept clear at all times with clear access for fire appliances and emergency services.

The following documents will be produced by Persimmon.

- Traffic Management Plan.
- Emergency Plan.

3.3.3 Construction Traffic Access Routes

The access routes from the surrounding highway networks for construction traffic and material deliveries will be defined on the Construction Access Routes plan.

Persimmon will produce a site specific Construction Access Route Plan in conjunction with the existing construction access arrangements in place with the adjacent Radstone Fields development in order that combined construction access signage may be utilised.

All sub-contractors and material suppliers appointed to be involved in the development will be provided with a copy of the approved Construction Access Route Plan with their order to ensure that the correct access routes are maintained from the outset.

Persimmon will review the construction access route arrangements at the monthly development meetings at which these measures will be discussed and up-dated as necessary.

4.0 DETAILED ENVIRONMENTAL PROVISIONS

4.1 Protection of Water, Land Environment and Air Quality

Persimmon and its Principal Contractors will ensure the protection and integrity of all watercourses and associated flora and fauna by preventing any surface water run-off or potential sources of contamination from reaching the watercourses by adopting best practice as set out in Environmental Agency's Pollution Prevention Guidelines PPG1, PPG5 & PPG6.

They will also note that watercourses and drains/sewers have the potential for carrying water borne diseases such as Weils Disease – this will be communicated to all site operatives, emphasising the need to ensure good personal hygiene, with appropriate welfare facilities being provided.

Regular inspections of the watercourses will be undertaken by the individual Site Managers, recording any issues or otherwise as part of their weekly site inspections. All surface water drainage from impermeable areas and roads shall pass through trapped gullies prior to being discharged into any watercourse. These drains will be blocked with straw bales or terram. Kerbing will be provided to prevent run-off to nearby watercourse.

If silt spillage is identified, it is to be treated as a priority to stop the flow and contain the spillage before it enters surface water drains or watercourses/ground. Silty water is not to be pumped adjacent to watercourses or surface water drains.

4.2 Dust Suppression and Monitoring

It is likely that dust will be created during dry and windy conditions on site, until all hard surfaces are removed and replaced. Loose materials will be damped down and covered in windy conditions. Dust will be monitored and recorded through the site inspection process and water will be used for damping down when instructed by the Site Manager.

In areas of work close to sensitive properties, the Site Manager will undertake regular dust monitoring inspections of boundaries (as part of his regular site inspections) to ensure that dust levels are monitored and controlled and, where necessary, will ensure that suitable dust suppression methods are employed to deal with any residual issues in these areas.

4.3 Stabilisation/Re-Stabilisation of Disturbed Land

Persimmon will retain records of all areas of broken out ducts and foundations, where applicable, to ensure the ground is suitably stabilised and/or the footprint is avoided for any new foundations.

4.4 Unexpected Contamination

Persimmon will request that Method Statements, Procedures and Protocol deal with potential contaminated materials, testing, auditing, monitoring, storage/stockpiling and disposal of materials will be established prior to works commencing on site.

All operatives should be instructed on the agreed procedures for identifying and proceeding should any potential hot spot or contaminated ground be encountered.

4.5 Soil Storage

If the site requires any re-profiling, then it is proposed that surplus soil and excavations will be retained on site for re-use where possible.

4.6 Fuel Storage and Use

Tanks will be sited in a safe area, away from manholes and surface water gullies. Tanks must be double-bunded, non-gravity diesel tanks. The fuel tank and hose will be locked secure when not in use. Each individual site will possess a spill control kit. A clearly defined drip control area will be introduced around the tank. Tanks and surrounds will be regularly inspected for damage, spills or leaks as part of weekly inspection.

4.7 Disposal of Construction Waste

Persimmon and its Principal Contractor have a fully developed Waste Management Policy and Procedure and, as such, construction waste will be managed in line with company policies.

All inert material will be retained and re-used on site where possible. All plasterboard material will be collected and returned and the majority of the remaining waste will be removed in compactable skips.

4.8 Control of Pumped Discharge

No pumped water shall be discharged into the live drainage system without having been filtered through a silt interceptor.

4.9 Additional Environmental Considerations

No Burning on Site

No burning of materials or waste etc. will be permitted on the site.

5.0 SITE RULES

Persimmon will agree to a set of development wide site rules prior to the commencement of works on site. These will be communicated to all relevant Principal Contractors, contractors and site operatives.

All site rules will be enforced and Persimmon will take remedial action where site personnel do not adhere to the rules.

The standards upon which the rules will be based include the following:

- All operatives and visitors to site must wear appropriate PPE (as a minimum hard hat, visibility jacket and protective footwear). Other protective equipment will be used as required by individual Method Statements and/or Risk Assessments;
- All visitors to site must be inducted in the site-wide Health and Safety procedures and those applicable to each Developer's site they visit;
- All operatives and visitors must comply with the Health and Safety guidelines and rules in force on the site;
- All visitors to site, including prospective purchasers, are to be accompanied at all times by a Developer's representative;
- All reversing vehicles must be properly supervised by a trained banksman at all times;
- All power tools using temporary electrics are to be transformed down to 110 volts;
- No operative is to misuse or abuse mechanical plant or equipment used by himself or others;
- Operatives must not report for work if they are under the influence of alcohol or drugs or consume alcohol or take drugs whilst at work or during tea or lunch breaks;
- Inform the Site Manager of any activities or works which you feel may endanger the Health and Safety of others;
- Falls from Height – Work from a safe and secure place. Platforms all with edge protection;
- Manual Handling - Use mechanical means, e.g. tele-handling rather than manual handling;
- Underground Services – This site will use a permit to dig system. Where no excavating will be allowed without a permit to dig, relevant service drawing and a cable locator scan of area;

- No unauthorised person is allowed on the scaffold or access equipment;
- No alterations to scaffold are allowed except by authorised scaffolders and then only after discussion with the Site Manager;
- Any accident or incident on site which requires medical treatment or time off should be reported immediately to the Site Manager;
- Operatives must respect surrounding neighbours to the site and keep noise to a minimum, particularly when entering and leaving the site. Any radios/entertainment devices should only be used at a level which will not cause disturbance to the neighbouring areas.