

# Construction Environmental Management Plan

## Longford Park, Bankside, Banbury



# Construction Environmental Management Plan

**Site:** Longford Park, Bankside, Banbury

**Client:** Consortium of: Barratt Homes West Midlands,  
Taylor Wimpey Oxfordshire & Bovis Homes South West

**Planning Authority:** Cherwell District Council

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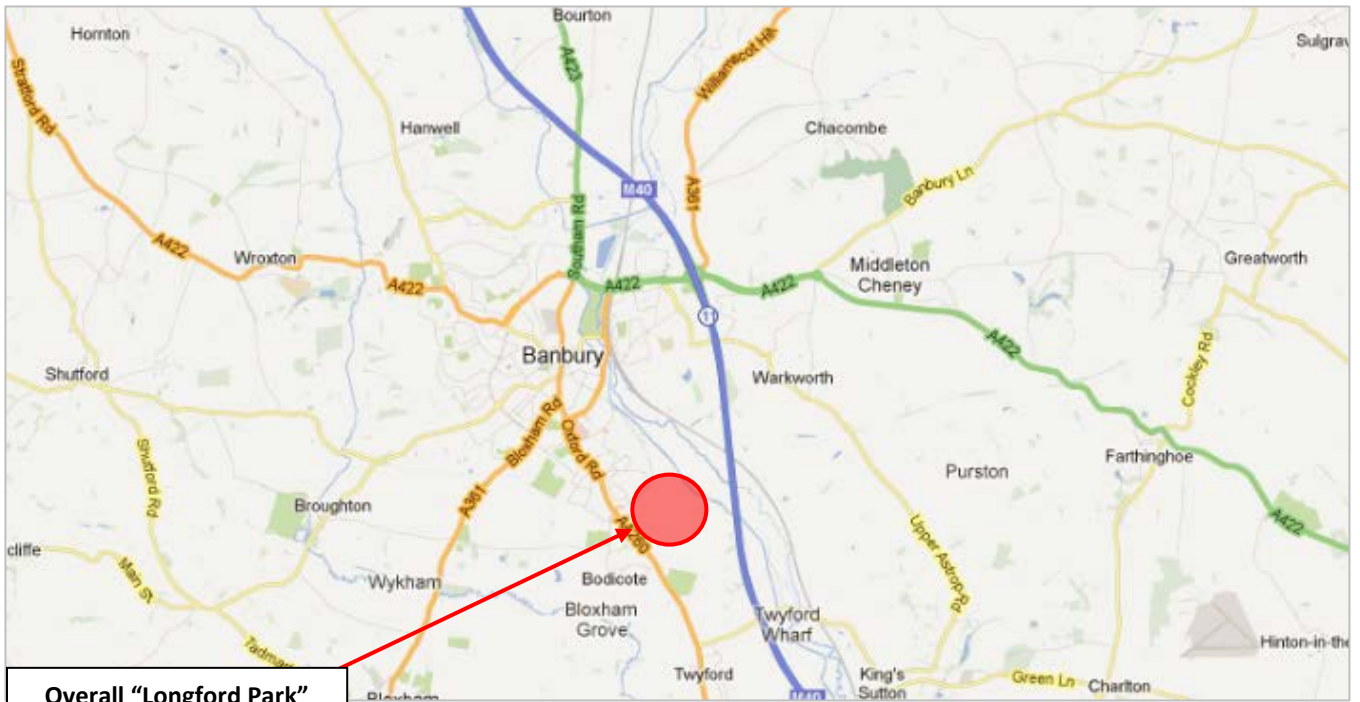
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## 1.0 DESCRIPTION OF PROJECT

### 1.1 Project Title + Location

The overall consortium development site, known as Longford Park, is situated to the south of the town of Banbury and is made up of several former agricultural fields.

It is centred on National Grid Reference 446832, 238975, located off Oxford Road and Bankside which are both main roads through the area.

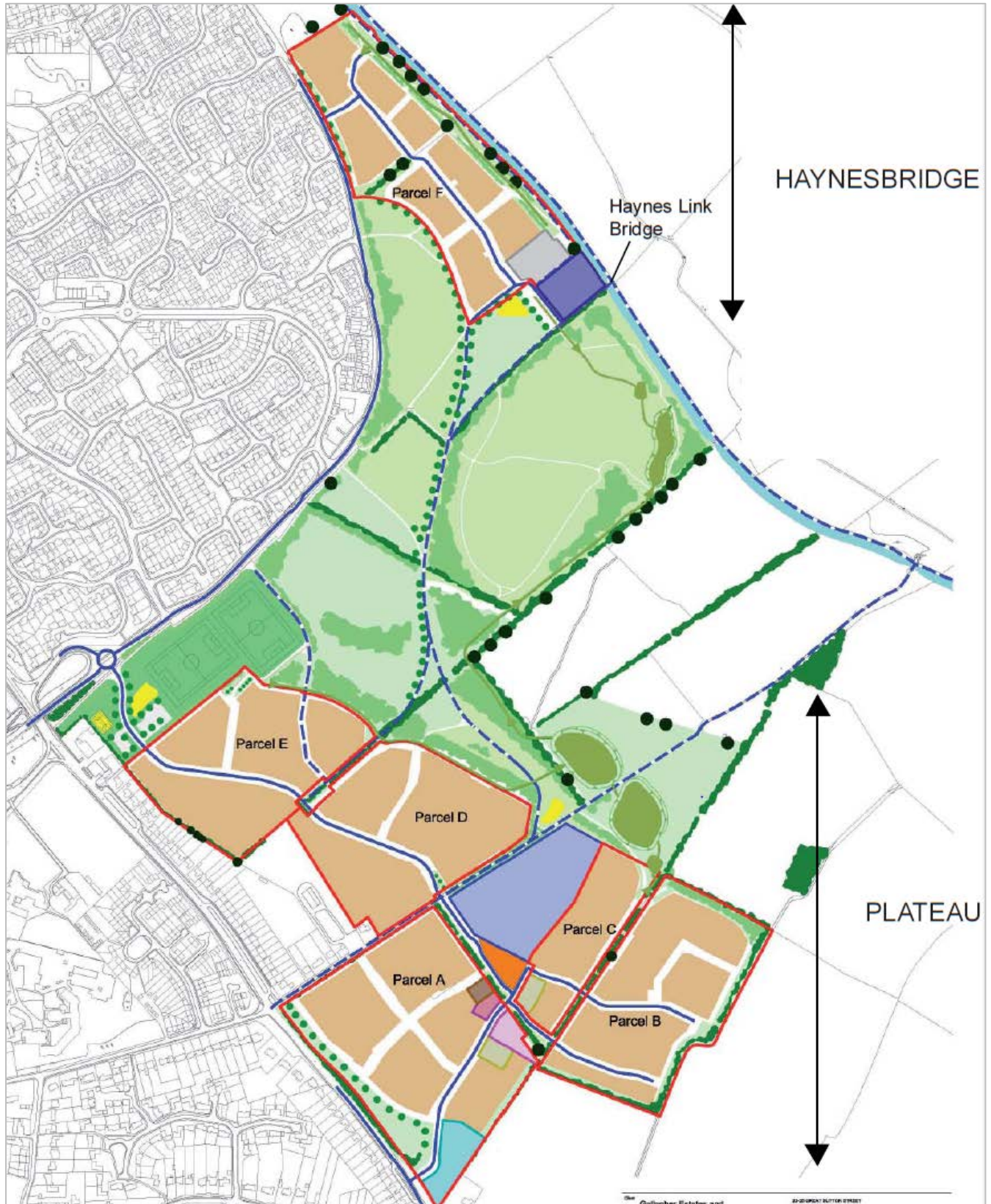


Overall "Longford Park" Development Site



## 1.2 Scope of Works + Programme

The overall development project is a consortium venture with Taylor Wimpey Oxfordshire, Barratt Homes West Midlands and Bovis Homes South West which involves the construction of a large residential development on a site located south of Banbury, Oxfordshire with associated on-site infrastructure, local community facilities, a school and commercial buildings. The site will be divided into numerous parcels and will gradually be developed over a number of years.



### 1.3 CDM Dutyholders Responsibilities

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

The Consortium Clients will ensure that a suitably competent CDM Co-ordinator, Principal Contractor and Design Team are appointed to oversee each element of the project and afford all project members sufficient time to plan and mobilise for their activities.

#### 1.3.1 Key CDM Duty Holders Currently Appointed

<b>Client (Consortium Developer)</b>	<b>Company</b>	Barratt Homes West Midlands
	<b>Address</b>	60 Whitehall Road, Halesowen, West Midlands, B63 3JS
	<b>Tel:</b>	0121 585 5303
<b>Client (Consortium Developer)</b>	<b>Company</b>	Taylor Wimpey Oxfordshire
	<b>Address</b>	Windrush Court - Suite J, Abingdon Business Park, Abingdon, Oxfordshire, OX14 1SY
	<b>Tel:</b>	01235 541 900
<b>Client (Consortium Developer)</b>	<b>Company</b>	Bovis Homes South West
	<b>Address</b>	Cleeve Hall, Bishop's Cleeve, Cheltenham, Gloucestershire, GL52 8GD
	<b>Tel:</b>	01242 662 400
<b>Consortium CDM Co-ordinator</b>	<b>Company</b>	GHPC Group Ltd
	<b>Address</b>	11 Milbanke Court, Milbanke Way, Bracknell, Berkshire, RG12 1RP
	<b>Tel:</b>	01344 304 800
<b>Designer – Planning Architect</b>	<b>Company</b>	John Thompson & Partners
	<b>Address</b>	Wren House, 43 Holton Garden, London, EC1M 6EJ
	<b>Tel:</b>	0207 405 1211
<b>Designer – Infrastructure Engineer</b>	<b>Company</b>	M-EC Consulting Development Engineers
	<b>Address</b>	Wellington House, Leicester Road, Ibstock, Leicestershire, LE67 6HP
	<b>Tel:</b>	01530 264 753

#### 1.3.2 Other Currently Appointed Project Team Members

<b>Ecology</b>	<b>Company</b>	Aspect Ecology
	<b>Address</b>	West Court, Hardwick Business Park, Noral Way, Banbury, OX16 2AF
	<b>Tel:</b>	01295 276 066
<b>Arboriculturalist</b>	<b>Company</b>	Aspect Arboriculture
	<b>Address</b>	West Court, Hardwick Business Park, Noral Way, Banbury, OX16 2AF
	<b>Tel:</b>	01295 276 066
<b>Site Investigation</b>	<b>Company</b>	Hydrock Consultants Limited
	<b>Address</b>	Over Court Barns, Over Lane, Almondsbury, Bristol, BS32 4DF
	<b>Tel:</b>	01454 619 533

### 1.3.3 CDM Dutyholders Responsibilities

Each Dutyholder involved in the project recognises their individual responsibilities under the CDM Regulations 2007 and will carry out their works in compliance with the requirements set out.

An overview of the Client's Duties is provided below.

#### **CLIENT DUTIES**

**FOR ALL PROJECTS** – Clients must make sure that:

- a. Designers, contractors and other team members that they propose to engage are competent (or work under the supervision of a competent person), are adequately resourced and appointed early enough for the work they have to do.
- b. They allow sufficient time for each stage of the project, from concept onwards.
- c. They co-operate with others concerned in the project as is necessary to allow other Dutyholders to comply with their duties under the Regulations.
- d. They co-ordinate their own work with others involved with the project in order to ensure the safety of those carrying out the construction work, and others who may be affected by it.
- e. There are reasonable management arrangements in place throughout the project to ensure that the construction work can be carried out, so far as is reasonably practicable, safely and without risk to health. (This does not mean managing the work themselves, as few clients have the expertise and resources needed and it can cause confusion).
- f. Contractors have made arrangements for suitable welfare facilities to be provided from the start and throughout the construction phase.
- g. Any fixed workplaces (for example offices, shops, factories, schools) which are to be constructed will comply, in respect of their design and the materials used, with any requirements of the Workplace (Health, Safety and Welfare) Regulations 1992.
- h. Relevant information likely to be needed by Designers, Contractors or others to plan and manage their work is passed to them in order to comply with regulation 10.

#### **ADDITIONAL DUTIES FOR NOTIFIABLE PROJECTS**

- a. Appoint a CDM Co-ordinator to advise and assist with their duties and to co-ordinate the arrangements for health and safety during the planning phase.
- b. Appoint a Principal Contractor to plan and manage the construction work - preferably early enough for them to work with the Designer on issues relating to buildability, usability and maintainability.
- c. Ensure that the construction phase does not start until the Principal Contractor has prepared a suitable construction phase plan and made arrangements for suitable welfare facilities to be present from the start of the work.
- d. Make sure the health and safety file is prepared, reviewed, or updated ready for handover at the end of the construction work. This must then be kept available for any future construction work or to pass on to a new owner.

## 2.0 PROJECT MANAGEMENT PROVISIONS

As leading UK Developers, the Consortium Team of Barratt Homes, Bovis Homes and Taylor Wimpey, take the management of CDM, Health & Safety and Environmental Issues very seriously throughout the project (design, procurement and construction stages) and as such undertake to ensure that the project is managed in strict accordance with all relevant Health & Safety, Construction and Environmental 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/dismantling of structures; while also ensuring that the project progresses with minimal impact on the surrounding environment, ensuring our activities are sympathetic to the existing site environment and biodiversity.

The regional businesses of Barratt Homes, Bovis Homes and Taylor Wimpey who make up the Consortium Client Team for Longford Park work within their individual corporate systems, bringing to the Consortium a shared expectation equivalent to ISO 14001 environmental management systems and OHSAS 18001 health and safety management systems.

Each Consortium Client has a dedicated Safety, Health and Environment ('SHE') team within their structure, which is independent of the management of the operating divisions, who will monitor all H&S and Environmental matters as the project progresses. Safety, Health and Environmental monitoring of all developments are undertaken by these teams at least once per month and processes are modified as required to continually improve performance.

### 2.1 CDM, Health & Safety Management Strategy

The Consortium Team of Barratt Homes, Bovis Homes and Taylor Wimpey in their role as both Client (as defined by CDM) and Employer (as defined by HASWA), undertakes to ensure that compliance with all Health & Safety Legislation is fully achieved, including (and certainly not limited to) the Health & Safety at Work Act 1974, Management of Health & Safety at Work Regulations 1999 and crucially the CDM Regulations 2007.

Throughout the project, from design to completion, the Consortium will ensure that a competent CDM Co-ordinator is employed for each distinct stage of the works to provide guidance to, and oversee compliance of, all members of the project team, construction partners and design teams, particularly ensuring the recommendations of the Approved Code of Practice (ACoP) are achieved, as well as the Barratt, Bovis and TWUK Standards, which set out the companies expected industry best practice standards.

#### 2.1.1 Corporate Objectives & Management

Barratt Homes, Bovis Homes and Taylor Wimpey are committed to ensuring the highest standards of health, safety and welfare for workforce and the public at all times - a fundamental belief of the businesses is that health and safety is a key priority for their business operations and ensuring that appropriate systems are in place to reduce the potential risks associated is a responsibility they take very seriously – to make sure that none of their operations have a negative effect on the communities in which they operate and that all of their employees and sub-contractors leave site safely, each day.

##### Consortium General Corporate Health & Safety Objectives

- Identify and minimise the risk of injury and health hazards of all persons affected by activities
- Ensure that legal obligations of the companies and their employees are observed
- Ensure that the companies SHE Management systems are effective and fully complied with
- Continuously improve standards of health, safety and welfare
- Promote the health, safety and welfare of our workforce as an integral responsibility of management and leadership
- Hold all levels of management accountable for operating a safe workplace that creates a minimum burden on the environment



### Consortium General Corporate Health & Safety Policy

In order to achieve the above objectives, the companies are committed to:

- Providing a safe and healthy working environment for all of their employees and ensure that work carried out does not affect the health, safety and welfare of others
- Providing suitable information, instruction and training to employees in respect of risks to health, safety and welfare from its activities
- Making appropriate advice and resources available to determine the risks associated with their activities and take the relevant precautions required
- Putting in place practical and suitable arrangements to ensure that the requirements of all Acts, Regulations and Approved Codes of Practice are implemented as appropriate throughout their undertakings
- Requiring all employees to be aware of their safety responsibilities as detailed in their comprehensive Health, Safety & Environmental Management Systems
- Ensuring that Health, Safety & Environmental considerations are key agenda items at Senior Management level meetings
- Regularly reviewing Health, Safety & Environmental performance and setting targets for continual improvement throughout the businesses
- Supporting contractors and supply chain by offering guidance and training to maintain the highest standards of HSE compliance
- Committing to ensuring that suitable resources are available to anyone actively engaged in the businesses activities

**All members of the Consortium Team are active participants in the HBF Health and Safety Forum and the HSE-sponsored Construction Industry Leadership and Worker Engagement Forum (previously the Behaviour Change and Work Engagement Forum). They also support a number of regional health and safety forums within the housebuilding sector.**

#### 2.1.2 CDM Strategy

In carrying out the Client Duties (as outlined in [Section 1.3.3](#)), the Consortium CDM Strategy for this project will integrate health and safety into the management of the project, to encourage everyone involved to work together to integrate the key aims of the Construction (Design & Management) Regulations 2007 into the project – these being as follows:

- improve the planning and management of projects from the very start
- identify hazards early on, so they can be eliminated or reduced at the design or planning stage and the remaining risks can be properly managed
- target effort where it can do the most good in terms of health and safety and
- discourage unnecessary bureaucracy

The underlying principle of the project CDM Strategy will be for health and safety considerations to be treated as an essential, but normal part of the project's development – not an afterthought or bolt-on extra. However, this approach is obviously not at the expense of common sense – at the end of the day, the main focus will be; ensuring that the project is able to progress to be of maximum benefit to the surrounding community, project stakeholders and obviously the Consortium's commercial requirements while still being fully compliant with the CDM Regulations; and that project design and construction proposals are sensibly planned to eliminate, reduce and sensibly control the risk to those constructing and eventually using the resultant buildings.

By adopting this approach, the aim is to clearly demonstrate the HSE's desire that, through sensible and appropriate application of the CDM Regulations, time and thought invested at the start of the project will pay dividends not only in improved health and safety, but also in:

- reductions in the overall cost of ownership, because [structure(s) are] designed for safe and easy maintenance and cleaning work, and because key information is available in the health and safety file
- reduced delays
- more reliable costings and completion dates
- improved communication and co-operation between key parties and
- improved quality of the finished product

### 2.1.3 The Design Process – looking at Health, Safety & Environmental issues

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

#### Pre-Construction Design

In accordance with Regulation 7 of the CDM Regulations 2007, designs for this project will be prepared with full consideration of eliminating / reducing risk involved in the construction, use, maintainability and future demolition/dismantling of a structure, using the General Principles of Prevention. 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.

Regular Design Team Meetings will afford the Project Team the opportunity to co-ordinate designs between design disciplines and discuss overlaps in design which have the potential to increase risk, working together in conjunction with the CDM-C and Client Team, to eliminate and reduce risk in a sensible and effective manner.

Where risk cannot be avoided / designed out, individual designers will convey this information to the Client Team, Design Team and Principal Contractor by way of indicating key residual risks on relevant drawings and supplying Design Risk Assessments to the CDM Co-ordinator to outline residual risk which a competent contractor could not normally be expected to know about and/or manage.

Completed Design Risk Assessments from the design team will be passed to the CDM Co-ordinator as early as possible in the design process and incorporated in the Pre-Construction Information prepared for the tender process.

#### Construction Phase Design

Any design changes during the construction phase, including the design of temporary works, fall within the scope of CDM 2007 and as such will be notified to the CDM Co-ordinator prior to their installation / construction on-site.

The full permanent design team is afforded the opportunity to review proposed design changes and construction phase design to ensure that these co-ordinate with the permanent solutions (particularly when designing temporary works) and the construction methodology proposed in the initial Construction Phase H&S Plan produced by the designated Principal Contractor.

A fully detailed procedure for assessing design and temporary works design changes will be included within the initial Construction Phase H&S Plan, clearly showing who has responsibility for co-ordinating and controlling design changes and temporary works during the Construction Phase.

### 2.1.4 Notification to HSE

In accordance with Regulation 21 of the CDM Regulations 2007, an initial Notification of project has been sent to the HSE. This will be updated to reflect each consortium works element within the designated works phases, and reissued when a Principal Contractor is appointed to work on each individual phase and/or when the Consortium Developers take over their individual land parcels as Principal Contractor (all three Consortium Developers taking on the role of both Client and Principal Contractor for their individual housebuilding activities, once the consortium and initial infrastructure works are completed).

Each Client within the Consortium individually requires that a senior manager within the business unit (normally the Regional Managing Director) personally signs the F10 Notification which is displayed on-site, in order to ensure that all arrangements are in place and adequate for commencement of works on-site.

During all construction works, a copy of the individual current signed F10 for that particular phase of works will be made available to the designated Principal Contractor, who will display this in a prominent position on-site.

### 2.1.5 Workplace (Health, Safety & Welfare) Regulations 1992

As the overall project involves an element of commercial use, any buildings designed to be used as workplaces will be designed in accordance with the requirements of the Workplace (HSW) Regulations.

## 2.2 Environmental Strategy

### 2.2.1 Corporate Objectives & Management

Barratt Homes, Bovis Homes and Taylor Wimpey are committed to seeking to ensure the highest standards of environmental management at all times - a key belief of their individual businesses being that all levels of the individual businesses apply risk management and pollution prevention principles to all activities, products and services.

#### Consortium General Corporate Environmental Objectives

- Identify and minimise the risks to the environment from the Group's activities
- Comply with current environmental legislation and where appropriate act in anticipation of future requirements
- Set targets to deliver continuous improvement in the management of environmental issues across the group

#### Consortium General Corporate Environmental Policy

In order to achieve the above objectives the Consortium is committed to:

- Prevent pollution, reduce waste and to maximise the efficient use of materials and energy
- Use sustainable, reusable or recyclable products
- Ensure that all wastes, particularly hazardous or contaminated wastes, are tested, transported and disposed of in an environmentally acceptable manner, in accordance with statutory duty of care requirements
- Minimise noise levels, traffic nuisance, emission of pollutants and disturbance to the public and local ecosystems, wildlife habitats and the preservation of heritage
- Review activities and identify issues which could have an impact on the environment
- Minimise the risks of environmental accidents through the formulation of and adoption of appropriate risk management procedures and in conjunction with the appropriate authorities, to maintain an emergency response capability to deal with accidental pollution
- Encourage the project supply chain to comply with this policy
- Provide the necessary awareness and training to enable staff at all levels to understand and contribute to the implementation of this policy

### 2.2.2 Project Environmental Management

As a Consortium of responsible Developers, Barratt Homes, Bovis Homes and Taylor Wimpey collectively understand the importance of effective environmental management for the Longford Park project and as such, undertake to ensure that environmental risks throughout the project are identified as early as possible and that suitable control measures and procedures to manage those risks are developed within the various stages of construction.

Control measures will be inspected & reviewed during all works as part of the project Monitoring Procedures to ensure their effectiveness and validity.

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

- Environmental Protection Act
- Wildlife and Countryside Act
- Water Resources Act
- Control of Pollution Act
- Water Industry Act
- Land Drainage Act
- Conservation (Natural Habitats) Regulations
- Protection of Badgers Act
- Hedgerows Regulations
- Town and Country Planning (Environmental Impact Assessment) Regulations
- Clean Air Act
- Common Law Nuisance
- Noise and Statutory Nuisance Act
- The Contaminated Land Regulations
- Duty of Care Regulations + Special Waste Regulations
- Oil Storage Regulations

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

## 2.3 Communication + Co-ordination

As some of the UK's leading housing Developers, this Consortium of Barratt Homes, Bovis Homes and Taylor Wimpey recognises that communication and co-ordination is a central consideration for the success of the project, from a Commercial, Health & Safety, Environmental and Quality Construction Point of View.

### 2.3.1 Consortium Agreement

The HBF Consortium Agreement will be adopted by all Developers and their respective Principal Contractors, Contractors and Sub-Contractors across the shared ownership development; this sets out the Home Builders Federation recommendations for ensuring a consistent, co-ordinated approach to the provision of welfare, traffic management, public and site safety and environmental issues for the safe development of the site as a whole.

#### Principles of the Consortium Agreement

- All Developers and Consortium Members sharing the Longford Park Development Site shall co-operate in formulating and implementing a health and safety strategy for the safe development of that Development Site as a whole and nominate a Principal Developer to be Lead Consortium Member (LCM): **Barratt Homes West Midlands**.
- The LCM shall take responsibility for Health and Safety in the construction of the main infrastructure throughout the Development, unless under the control of another Principal Contractor (PC) within their own partitioned area, and the overall health and safety management of shared areas, including traffic management.
- Each Developer shall take responsibility for Health and Safety in their own partitioned areas, including traffic management, and, in addition, comply with such requirements as the LCM may reasonably impose for the health and safety in the shared areas.
- Each Developer will attend and participate in the Consortium Health and Safety Team Meetings to ensure good co-operation and co-ordination of activities on the site and use of the shared areas in particular.
- The LCM shall, as often as it reasonably thinks fit, carry out and operate a system for the maintenance and cleaning of any length of main infrastructure roads or any other roads serving the partitioned site. The LCM shall render accounts to each Developer in a proportion, which is equitable, and which accords with the degree of usage of the above mentioned roads.
- Notwithstanding any other provisions contained within the Agreement, each Developer agrees to comply with, at all times, the Construction (Design and Management) Regulations.

### 2.3.2 Consortium Communications

Meetings will be held regularly between all parties concerned in the project, and will be implemented by the Client Technical Teams and directed by the Consortium Project Management Team.

During the Design stage, in line with the Consortium Agreement, meetings will be held regularly with regular communications (verbal and electronic) between key members of the Project & Design Team, including the CDM Co-ordinator.

During the Construction Phases, all notes and minutes of all meetings held between the Principal Contractors and supply chain, Clients and any Designers (including temporary works) 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 in planning for the Construction Phase. All relevant exchanges of information should also be included within the meeting minutes.

All appointed Principal Contractors and Consortium Client Teams will ensure reciprocal exchanges of information regarding access for sales teams and site works considerations, as it is important to safeguard sales team personnel and prospective purchasers.

The Consortium Project Management Team, with the Site Managers of the individual Principal Contractors and the sales teams 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

The following detailed provisions are outlined as a requirement of the Planning Conditions to provide an overview of the construction management provisions. As such, this section provides outline management considerations, to ensure the safe, commercial, strategic, environmental and socially responsible progression of the project.

#### 3.1 Site Security + Protection of the General Public

The Consortium of Developers, as Client and Project Originator, 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.

Provision will be made on each individual phase as the project progresses and will be the responsibility of each individual Principal Contractor to ensure provisions remain effective – this will be monitored regularly by the Consortium Team.

Each of the following provisions will be clearly outlined to and implemented by each Principal Contractor appointed.

##### 3.1.1 Security + Segregation

**On each individual land parcel / phase of works**, the Principal Contractor will ensure that the boundaries of the site works area(s) are fully secure from trespassers / members of the public / children and other site personnel as well as being completely separate from surrounding areas / operations.

Visitors will be directed (by signage at the individual site entrance gate and by any personnel present) to the site office where they will sign in and be inducted (as appropriate for the nature of their visit) by the Site Manager prior to being permitted out on-site.

In the initial infrastructure and groundworks phases, the Principal Contractors will ensure that the site area, for which they are responsible, is fully enclosed with appropriate fencing and controlled access arrangements, so that each site is completely autonomous from any surrounding sites and areas, clearly defined and separated before any works commence on that site.

When the individual Consortium Developers take over as Principal Contractor for their housebuilding activities on their designated land parcels, the sites, at the point at which they are to be developed, will be fully secured with controlled access arrangements. All live site boundaries will be monitored daily by the individual Site Manager to ensure that any deficiencies / breaches are dealt with quickly and to ensure that when the site is left at the end of each working day, security of the boundary is robust & effective.

Where works are required outside of the development site area (for Section 278 considerations / services connections etc.), the Principal Contractor appointed to carry out those works will additionally pay particular attention to protecting members of the public / non-construction personnel and vehicles.

Excavations outside of the development site boundary will be fully secured to prevent anyone from falling into them and injuring themselves – particularly at the end of the working day, or during periods where these may be left unattended. Work in Live Carriageways will be planned to ensure that all work areas are securely fenced and well signed with specific reference to Chapter 8 of the Traffic Signs Manual.

The Principal Contractor for any such works will liaise closely with the Consortium Project Team and Highways Authority to ensure that any required safety measures are incorporated into the overall management plan for working in a live carriageway.

Since no access is permitted via Canal Lane, it will be fenced along its entire length to a minimum of 10m either side, to ensure no construction vehicles can access the area, maintaining security of this area for those who make use of it.

Prior to works commencing, the proposed community park will be fenced to protect it from damage and disturbance by construction activity. This area will be completely separated for the duration of the development works and will not be used by vehicles, construction personnel nor for materials storage at any time.

### 3.1.2 Protection of the Public

The Consortium is fully committed to protecting members of the public from the construction risks associated with this project. As such, as part of the Construction Phase H&S Plan(s) developed for the project, the Principal Contractor(s) will be expected to be vigilant to the possibility of works areas being accessed by unauthorised persons (particularly children and teenagers who may see it as an exciting place to play) and thereby ensure that a high standard of housekeeping practices is implemented across the site – with particular emphasis on any off-site work areas.

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 H&S Signage will be placed around the construction sites, 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.].

As no access is permitted for construction vehicles using Canal Lane, details of appropriate signing to warn drivers of vehicles crossing Canal Lane, and walkers and equestrians using the lane of the crossing, shall be submitted to and agreed by the Local Planning Authority.

### 3.1.4 Inductions

For each individual project area, the Principal Contractor’s Site Manager is responsible for project induction training and will ensure that each site worker receives induction training specific to that individual site area, the wider consortium requirements and to the particular type and place of work. This is to take place before the site operative commences work for the first time on a particular site.

The induction will concentrate on the Consortium requirements, the Principal Contractor’s own management provisions, site rules and safety provisions as well as the particular site risks involved with the project (see [Section 3.4](#) below) and the environmental & ecological considerations of the project (see [Section 4.11](#) below). Evidence of all induction training carried out 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 / Site Manager prior to commencement of their works on-site, as appropriate.

Tool Box Talks will be held by contractors and the Principal Contractor(s) regularly (as appropriate) and these will be recorded by the Principal Contractor.

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. Working hours and restrictions on timing/method of deliveries will be clearly explained.

Any radios/entertainment devices should only be used at a level which will not cause undue disturbance to the neighbouring areas.

They will also be informed of the necessity to ensure that all parking is within the site boundary and given clear instructions as to how to deal with deliveries of materials etc., to prevent any congestion on the public highway.

## 3.2 Control of On-Site Working Conditions

### 3.2.1 Site Working Hours & Deliveries

Construction works which would generate noise audible beyond the site boundary will not take place before 08:00 or after 18:00 - Monday to Friday or before 08:00am or after 13:00 on a Saturday or at any time on a Sunday or public holiday (unless a programme of works has previously been approved in writing by the Local Planning Authority).

The Consortium Project Management Team will ensure that these working hours are communicated to all Principal Contractor, contractors & site operatives during the Site Induction and will monitor to ensure these working hours are strictly enforced throughout the works.

Deliveries to site will be strictly limited to these hours only and no delivery vehicles will be permitted to wait outside the site outside these hours. Additionally, deliveries will not take place at peak times – the time restrictions are between 8.15am – 9.15am, and 3.00pm – 4.00pm to avoid the school run. Drivers must make alternative arrangements when waiting for access to site and all suppliers will be informed of these restrictions at the point of placing the order.

All delivery traffic is to be banked and guided as required on- and off-site areas in accordance with the Consortium Traffic Management Plan, restrictions to the driver's vision and other vehicles and plant in the vicinity.

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

Areas for the Car Parking, and Site Office & Compound areas together with sites for recycling, materials management, materials storage, debris and plant storage will be agreed for each individual works phase and land parcel as the project progresses and will be marked out on a Site Set-Up Plan for each Phase by the Consortium. As the project progresses, individual phased proposals will be submitted to the Local Planning Authority for their approval prior to establishment.

During works on any individual land parcel / controlled phase, all visitors must report to the individual Site Office for an appropriate induction by the relevant Site Manager. Car Parking facilities will be made available for visitors to each site, and clearly signed.

In order to review all plant and equipment brought onto site, any machinery brought on-site by subcontractors will be expected to be notified and authorised by the individual Site Manager and recorded on the Mobile Plant Register.

### 3.2.3 Road Cleaning Regime and Wheel Washing Facilities

The Consortium will ensure that pro-active 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 the Consortium which will provide wheel-washing apparatus with water recycling facility at the site exit for use of all site vehicles across the whole development, prior to leaving site. This is to be maintained in the centralised location, to be utilised by all contractors across the site.

Wagons carrying loose material will be covered before leaving site, additionally, damping down will be considered in windy weather conditions, depending on the materials being carried. Additional damping down and road sweeping will be introduced if required as the project progresses.



### 3.2.4 Welfare Provision

Each Principal Contractor appointed during this project will be expected to provide full welfare facilities in accordance with Schedule 2 of the CDM Regulations 2007 – these facilities **MUST** be in place prior to construction works commencing on each individual phase / land parcel across the Longford Park site and this will be confirmed by the relevant CDM Co-ordinator to the relevant Client (or Consortium Team), following review of the initial Construction Phase H&S Plan.

The Client's own in-house Safety Advisors will undertake regular Client Monitoring Visits in the early stages of works for which there is an external Principal Contractor appointed, to ensure that the welfare provisions specified by the Principal Contractor in their initial Construction Phase H&S Plan are in place, appropriate to the numbers of personnel on-site and are being regularly cleaned & maintained.

Principal Contractors will be required to locate welfare and compound provisions within the development site boundary – in line with the provisions of [Section 3.2.2](#) above - and will agree all arrangements with the Consortium Client(s) prior to commencement of works on that particular site area, to ensure that proposals are in accordance with the Consortium Requirements for the overall Longford Park site.

During the site phases where the Consortium Clients take on the role of Principal Contractor, all welfare provision will be provided in accordance with the relevant client standards which set out the minimum requirements for;

- Toilet Facilities
- Temporary Portable WC / Wash-stations
- Facilities for Changing Clothes
- Facilities for Rest
- Drinking Water
- General Site Accommodation
- Cleaning of Facilities
- Electrical Supplies



### 3.3 Construction Management Strategy

#### 3.3.1 Known Restrictions + Access Arrangements

The Longford Park development site is accessed off Oxford Road and Bankside. There are existing traffic calming measures along Bankside.

**Oxford Road is an extremely busy road throughout the day and at peak times, used by residential and commercial traffic and serves as a main bus route through the area.**

Known services exist underneath some areas of the development site. Weight restrictions for works around these services should be confirmed by the utilities provider.

There are overhead cables crossing the southern area (Phase 1) of the overall development site.

The mixture of the local area, combined works to be carried out by multiple Principal Contractors, possible weight restrictions involved with utilities, overhead cables mean that Traffic Management requirements across this Consortium site will be carefully restricted and closely controlled with suitable traffic management systems.

#### 3.3.2 Traffic Management Strategy

The strategy will address the Consortium Traffic Management proposals for the Overall 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.

This strategy will initially be communicated through the Pre-Construction Information Pack(s) provided at each tender stage for individual Principal Contractor contracts and developed for each specific phase of works with regards to specific site conditions at that time.

There will be specific areas designated on each site area where delivery vehicles and construction traffic will load or unload building materials, finished or unfinished products, parts, crates, packing materials and waste.

**No construction traffic or delivery vehicles will park on Oxford Road or Bankside (or any surrounding highway areas) for loading or unloading purposes at any time during these works with the exception of during the Off-Site S278 Works.**

No vehicular access to the development will be permitted along Canal Lane and only a single crossing of the lane shall be provided, details of which together with details of appropriate signing to warn drivers of vehicles crossing the lane and walkers and equestrians using the lane of the crossing, shall first be submitted and agreed in writing by the Local Planning Authority.

The Consortium 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.

Vehicular traffic and pedestrian traffic will be segregated at each site entrance, with clearly signed routes being maintained. The road outside the site will be kept clear at all times with access maintained at all times for fire appliances and emergency services.

Each Principal Contractor appointed to phases of work for this project shall supply the Client & CDM Co-ordinator with a copy of their own site-specific Traffic Management Plan included within their initial Construction Phase H&S Plan, and these will be reviewed prior to commencement on-site, to ensure that these meet the requirements of the Consortium Traffic Management Strategy for the Development site.

During the Client Monitoring Visits conducted by the Client's Regional Safety Advisor, Traffic Management Provisions will be reviewed and each Principal Contractor will be expected to closely monitor requirements on a daily/weekly/monthly basis to ensure that the strategy and plans remain valid and effective.

### 3.3.3 Construction Method Statement

In developing the Consortium Management Plan for this site, the consortium has considered the following issues;

#### a. Timetable of Works

Phase of Works	Commencement on-site	Duration of Phase
Initial S278 Works to Weeping Cross Junction	<b>Completed</b>	<b>Completed</b>
Sewer Crossing Works to Canal	<b>Completed</b>	<b>Completed</b>
Phase 1 – Consortium Infrastructure Works	<b>Completed</b>	<b>Completed</b>
Phase 1 – Housebuilding Activities	<b>February 2014</b>	<b>Approx. 80 Weeks</b>
Site Wide Consortium Earthworks	<b>September 2014</b>	<b>Approx. 26 Weeks</b>
Phase 2 – Consortium Infrastructure Works (including Spine Road and S278 Works on Bankside)	<b>9<sup>th</sup> February 2015</b>	<b>Approx. 24 Weeks</b>
Phase 2 – Housebuilding Activities	<b>16<sup>th</sup> February 2015</b>	<b>Approx. 100 Weeks</b>
Combined S278 Works - Various Locations	<b>TBC</b>	
Phase 3 – Consortium Infrastructure Works		
Phase 3 – Construction Activities		
Phase 4 – Consortium Infrastructure Works		
Phase 4 – Construction Activities		
Phase 5 – Consortium Infrastructure Works		
Phase 5 – Construction Activities		
Phase 6 – Consortium Infrastructure Works		
Phase 6 – Construction Activities		
<b>Expected Project Completion</b>		

#### b. Daily Hours of Construction

Construction works which would generate noise audible beyond the site boundary will not take place before 08:00 or after 18:00 - Monday to Friday or before 08:00am or after 13:00 on a Saturday or at any time on a Sunday or public holiday (unless a programme of works has previously been approved in writing by the Local Planning Authority).

No plant, machinery or equipment associated with such works shall be started up or be operational on the application site outside of these permitted hours.

#### c. Any Road Closure

It is not anticipated that any road closure will be required during the works for this development.

**d. Construction Vehicle Movements**

Deliveries to site will be strictly limited to these hours only and no delivery vehicles will be permitted to wait outside the site outside these hours; drivers must make alternative arrangements when waiting for access to site and all suppliers will be informed of these restrictions at the point of placing the order. Deliveries will not take place at peak times – the time restrictions are between 8.15am – 9.15am, and 3.00pm – 4.00pm to avoid the school run.

**e. Construction Vehicle Frequencies**

Anticipated 20-30 construction vehicles per day for initial phases. When all three Developers commence their parcel specific construction activities, this is expected to increase to around 50-60 per day.

**f. Compound Location Details**

Please refer to [Section 3.2.2](#) above for full details of the proposed compound location.

**g. Loading Areas / Heavy Machinery**

Please refer to [Section 3.3.2](#) above for full details of loading areas etc.

**h. Hours during which no Construction Traffic present**

No construction traffic will be present at the site outside of the specified daily hours of construction noted in point b. above.

**i. Means of Enclosure of the Site during Construction Works**

Please refer to [Section 3.1.1](#) above for full details of how the site will be secured.

**j. Proposals to encourage Car-Sharing amongst Contractors**

Contractors will be encouraged, where possible, to share car journeys to and from the site.

Where possible, the consortium developers aim to use local labour and suppliers in order to facilitate this.

**This Construction Method Statement shall be strictly adhered to during the construction of the development, unless variation is approved in writing by the Local Planning Authority, in the interests of residential amenity, public convenience and highway safety, including preventing inconvenient obstruction and delays to public transport and service vehicles and to emergency vehicles, and to ensure ecological conservation.**

### 3.4 Site-Specific Health & Safety Risks

#### 3.4.1 Safety Risks Identified

The following risks have been identified in relation to this site and will be controlled and managed during this project;

- Close proximity of occupied residential area
- Site currently used by locals (dog-walkers etc.)
- Surrounding Agricultural Land & Commercial Uses
- Elevated levels of ground gases, particularly in the northern area of the site
- Groundwater
- Radon Gas protective measures required to new buildings
- Further monitoring required for gas levels – although though to be low risk
- Potential for localised collapse of excavations within granular layers
- Overhead Cables located in southern area of the site.
- Existing Sewer Pipe located in the northern area of the site
- Works Required in a Live Carriageway
- Oxford Canal bordering the northern area of the site
- Topography of site – may restrict use of certain plant/machinery in certain areas
- Multiple Principal Contractors working in a Consortium situation across the site concurrently

#### 3.4.2 Health Risks Identified

The following risks have been identified in relation to this site and will be controlled and managed during this project;

- Elevated levels of ground gases, widespread across the site
- Undiscovered Ground Contamination
- Risk of waterborne illness (Oxford Canal to the north of the site as well as connection to existing sewer networks)
- Cementitious Products
- Bituminous Products
- Previous Uses of Land: Landfill to the northern area of the site, Agricultural Use (animal wastes/faeces and any potential evidence of feeds)

**Fully considered details of each of the Health & Safety Risks identified above, will be provided in each of the Pre-Construction Information Packs provided for each phase of works, to all tendering contractors prior to the Construction Phase.**

**The corresponding Construction Phase H&S Plans prepared for each stage of works by individual Principal Contractors, will be reviewed to ensure that full mitigation & protective measures are included which are suitable to the nature of the risk and the project.**

## 4.0 DETAILED ENVIRONMENTAL PROVISIONS

The development at Longford Park, Banbury shall be carried out in strict accordance with the Ecological Assessments provided by Aspect Ecology.

This will ensure the conservation and enhancement of habitats associated with protected species in accordance with European and national requirements and guidance.

### 4.1 Protection of Water, Land Environment & Air Quality

The Consortium and all appointed Principal Contractors on this project 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 watercourse.

They will also note that watercourse 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.

Heavy machinery will be restricted from operating in any way in close proximity to the water's edge, unless prior written agreement has been given by the Local Planning Authority – physical barriers will be erected on-site to prevent access to the water's edge area with clear signage.

Regular inspections of the watercourse will be undertaken by the Site Manager responsible for works in that area, 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. Where necessary, 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.

**A Best Practice Surface Water Management Scheme is being drawn up by the Consortium to ensure that soil, groundwater and watercourses are not degraded during or after construction and will be made available to all Principal Contractors appointed during this project.**

### 4.2 Dust Suppression & Monitoring

It is likely that dust will be created during dry and windy conditions on the 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.

**A Dust Monitoring Scheme is being drawn up by the Consortium designating monitoring points located in such positions that will be approved by the LPA and in order to obtain representative data for existing areas of occupied dwellings, for at least six months prior to the commencement of construction works. Any such requirements will be made available to all Principal Contractors appointed during this project.**

#### 4.3 Stabilisation / Re-Stabilisation of Disturbed Land

The Consortium will ensure that all records are retained of areas of broken out ducts and any existing foundations to ensure the ground is suitably stabilised and/or the footprint is avoided for any new foundations.

#### 4.4 Soil Storage

It is proposed that surplus soil / excavations will be retained on-site for re-use where possible.

#### 4.5 Control of Pumped Discharge

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

#### 4.6 Unexpected Contamination

As part of the review of initial Construction Phase H&S Plan(s), the Consortium Developers, as the Client (through the CDM Co-ordinator) will request that Method Statements, Procedures and Protocol for dealing with potentially 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.

If, during development, contamination not previously identified is found to be present at the site then no further development (unless otherwise approved in writing with the Local Planning Authority) shall be carried out until the Consortium (or individual Developer responsible for that Land Parcel) has submitted to, and obtained written approval from, the Local Planning Authority for an investigation and risk assessment and, where necessary, a remediation strategy and verification plan detailing how this unsuspected contamination shall be dealt with.

Following completion of measures identified in the approved remediation strategy and verification plan and prior to occupation of any part of the permitted development, a verification report demonstrating completion of the works set out in the approved remediation strategy and the effectiveness of the remediation will be submitted to and approved, in writing, by the Local Planning Authority.

#### 4.7 Fuel Storage and Use

All chemicals, oils, fuels and other potential contaminants shall be stored in bunded tanks or structures with a minimum of 110% of the maximum volume stored. The location of any tanks or structures will be shown on the Site Set Up Plans being developed by the Consortium which will be submitted to and approved in writing by the Local Planning Authority.

Throughout the project, across each phase of works, 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 and the 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.

All measures to control chemical storage, discharge and spillage will be in line with the individual Developers requirements which generally cover;

- Oil Storage tanks in excess of 200 litres
- Double Skinned (twin-walled) tanks
- Proprietary Tank Systems
- Mobile Bowsers
- Security
- Dealing with Spills
- Prevention of Contamination of Rivers & Streams
- Storage and use of other chemicals (quantities less than 200L)

## 4.8 Waste Management

As Clients and Developers, Barratt Homes, Bovis Homes and Taylor Wimpey will develop a full Site Waste Management Plan (in line with the SWMP Regulations) for the overall development and require each appointed Principal Contractor to work within the requirements of this Consortium Plan. **All arrangements will be in line with the individual Developers specific waste management systems.**

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

The Consortium Developers employ the services of Reconomy for the management and handling of waste disposal and classification of materials in line with all current Environmental Legislation and requirements, using online systems to monitor and store data on waste volumes and classification.

There will be no burning of waste, materials, undergrowth or other vegetation or refuse on the site throughout the development of the project. Under no circumstances shall any fires be lit for any reason within 10 metres of the nearest canopy of any retained tree or hedge. This restriction is in place in order to protect the environment as well as to safeguard the amenities of occupiers of existing properties within the vicinity of the application site.

Note 1 - no imported waste materials whatsoever shall be imported and deposited on the site.

Note 2 - no minerals shall be dug from or exported from the site.

## 4.9 Tree Protection Requirements - General

A scheme for tree protection has been developed in accordance with British Standard 5837:2012, Trees in Relation to Design, Demolition and Construction and generally includes:

- (a) a Tree & Hedge Protection Plan that shows the position of every retained tree & hedgerow on site.
- (b) details and positions of Tree & Hedge Protection Barriers are shown on the plan (and identified separately where required for different phases of construction work). Tree & Hedge Protection Barriers will be erected prior to each construction phase commencing and remain in place, and undamaged for the duration of that phase. No works will take place on the next phase until the Tree & Hedge Protection Barriers are repositioned for that phase.
- (c) details of the working methods to be employed for the installation of gardens, drives and paths within the Tree & Hedge Protection Barriers of retained hedges in accordance with the principles of "No-Dig" construction;

### **GENERAL PROVISIONS FOR THE PROTECTION OF TREES & HEDGEROWS**

Retained hedgerows and trees will be protected from potential damage during construction through the use of temporary barriers (e.g. Heras fencing). Construction would be undertaken in accordance with BS 5837. All tree protection will be maintained until all development of the site is completed. The level of the land within the fenced areas shall not be altered without the prior written consent of the Local Planning Authority. No materials shall be stored within the fenced areas, nor shall trenches for service runs or any other excavations take place within the fenced area, except by written permission of the LPA. If such permission is granted, soil shall be removed manually without powered equipment.

To minimise accidental damage, any overhanging branches should be pruned back to suitable live growth points. All works should be undertaken by a suitably qualified and experienced specialist contractor and should conform to current industry best practice i.e. BS 3998: 1989 'Recommendations for Tree Work'.

The site compound area will be located away from hedgerows and mature trees to minimise potential lighting and disturbance impacts. No lighting will be left on during the night during the construction period. Any security lighting will be low-level and motion activated on short-timers.



#### 4.10 Ecological Protection & Enhancement

The Consortium has appointed Aspect Ecology (a suitably qualified site ecologist) to undertake supervision of the approved measures.

The Ecologist will provide advice and support to the Consortium and individual Principal Contractors (on individual phases of works) as the project progresses to ensure that the site environment and natural habitats are carefully preserved and managed.

#### 4.11 Site Environmental Risks

The following risks have been identified in relation to this site and will be controlled and managed during this project;

- Protection of Trees & Hedgerows – particularly those to be retained
- Protection of the watercourse (Oxford Canal) to the north of the site.
- Invasive Weeds – Giant Hogweed, Japanese Knotweed and Himalayan Balsam
- Invasive animals – crayfish and zander
- Protection of all Natural Habitats
- Breeding Birds
- Bats
- Badgers
- Otters

**Fully considered details of each of the Environmental Risks identified above, will be provided in the individual Pre-Construction Information Pack(s) provided for each individual works phase to all tendering contractors.**



## 5.0 GENERAL SITE RULES

Each Developer has their own Site Rules which they make specific to site when appointing individual contractors.

Detailed below are General Site Rules which will be addressed for this development - these will be included in the safety, health and environmental inductions provided by the Consortium Developers and details will also be displayed upon the site notice boards.

Each appointed Principal Contractor will be required to ensure that the principles of these are included in their own initial Construction Phase H&S Plan(s) and resultant Site Rules.

1. All operatives must report to the site manager upon first arrival on site and attend a Site Safety Induction – this is required before starting on-site. A top up may be necessary if away from site for 3 days or more.
2. All operatives must sign-in every day prior to commencing work on-site and record the relevant details.
3. Any work permits must be issued to site operatives before works start (i.e. hot, dig etc.).
4. All operatives must wear safety footwear, hard hat and high visibility jacket/vest and any other Personal Protective Equipment appropriate for the work they are undertaking. PPE is to be worn at all times (No matter where the operative is working i.e. At height etc.).
5. All operatives have been allocated drying room and canteen facilities. These will be found in the compound. Anyone found defacing or abusing these will be disciplined. (Note: no tea breaks should be taken within the plots.). Toilets to be used where provided and kept clean (not in plots).
6. All plant hire, machinery, power tools etc. should only be used by a suitably qualified or trained person authorised to use such equipment.
7. Reversing plant must be controlled by a banksman where necessary. All plant must be parked in a proper and safe manner.
8. No operative shall interfere or misuse any equipment or device which has been provided for safe working. Scaffold may only be altered by scaffolders.
9. Operatives must work at all times with due regard for our existing customers and the environment.
10. All electrical tools and equipment used on site must be 110V or battery powered and regularly tested and inspected.
11. No children are allowed on site, either during or after working hours. This includes the children of Developers' Staff, Contractors and Suppliers. (The only exception is on pre-arranged visits – e.g. school visits.)
12. Radios are to be kept to a reasonable noise level at all times and are not to disturb the neighbours or affect the H&S on site.
13. All works are to be carried out in accordance with the Consortium & Developers' H&S policies.
14. All works areas are to be left clean and tidy on completion of task and/or at the end of each working day.
15. No machinery or radios to be operated before 0800hrs each day.
16. No operative will be permitted access to the site if found to be under the influence of drugs or alcohol – the company operates a Zero Tolerance policy and anyone found to be under the influence, will immediately be dismissed from site and not permitted to return.
17. All accidents, however small, should be reported to the site manager and entered on an accident report form located in the site office.
18. 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 undue disturbance to the neighbouring areas.
19. No operative is permitted to access to the watercourse area and must not remove barriers put in place to prevent access.
20. If any operative fails to comply with any of the site rules they will be asked to leave the site.