

Revision A

14/0457/0001

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CONSTRUCTION MANAGEMENT PLAN

OCCUPATIONAL HEALTH, SAFETY & ENVIRONMENTAL

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## Construction Management Plan

### CLIENT:

Berkeley Homes (West London) Ltd  
Chelsea Bridge Wharf  
380 Queenstown Road  
London  
SW8 4PE

### PROJECT:

Latchmere House



Latchmere House  
Church Road  
Richmond/Kingston  
TW105HH / KT25NX

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**CONSTRUCTION MANAGEMENT PLAN**

**OCCUPATIONAL HEALTH, SAFETY & ENVIRONMENTAL**

<b>Project Name</b>	Latchmere	<b>Job No</b>	U073
<b>Site Address</b>		<b>Regional Operating Company</b>	
Latchmere House Church Road Richmond / Kingston TW105HH / KT25NX		Berkeley Homes (West London) Ltd	
<b>Site Telephone No</b>	TBC	<b>Site Fax No</b>	TBC

Authorised by (name)	Title	Signature	Date
Daniel Copper	Director Responsible for OHS&E		
Toni Byrne- Price	Project Director		
TBC	Project Manager		

Copy No.	Issued to:	Location:
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2.	Client	Berkeley Homes (West London) Ltd Chelsea Bridge Wharf, 380 Queenstown Road, London SW8 4PE
3.	CDM Co-ordinator	TBC
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5.	Structural Engineer	TBC
6.	M & E Consultant	TBC J Draper
7.	Environmental Consultant	RSK
8.	Planning Consultant	Indigo M Mainwaring
9.	Remediation Consultant	TBC
10.	Remediation Contractor	TBC
11.	Trade Contractor	

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**Revision Record**

This document has been reviewed and where necessary updated as detailed below.

Re	Date	Purpose	Amendment	Updated By
-				
A	26/8/15	Submission of CMP	N/A	N/A
B				
C				
D				
E				
F				
G				

The next review of the Construction Management Plan is due on, or before 3 months after approval.

## **1.0 Introduction**

The purpose of this Construction Management Plan is to outline the specific arrangements relating to the construction and management of the Latchmere project that will be implemented to ensure the safe execution of the works and how environmental issues concerning the project will be managed.

This is a live document and will be maintained, reviewed and updated by the project team.

This project is known as Latchmere and is due to start in October 2015.

## **2.0 Scope**

The plan is applicable to all personnel involved in the works and is relevant under the Section 106 agreements in relation to Planning Permissions 14/12144/FUL (Kingston) APP/L05810/W/14/300 (Richmond).

The works comprise the following:

- The development consists of 73 dwellings through the conversion and extension of Latchmere House to create 7 apartments and the demolition of existing buildings and erection of 66 new houses along with parking for 138 cars, private and public open space.
- The proposed development ranges in height from 2-3 Storeys.

Works will include the erection of protective scaffolds with a monoflex covering, hoarding to the perimeter of the site and public protection and service protection.

Whilst undertaking these works it is our policy to endeavour to:

- Prevent accidents and ill health to our Employees, Trade Contractors, Third Parties and Members of the Public
- Create a positive Health and Safety culture and ensure that Health and Safety is our highest priority
- Consult and communicate to all those involved in the project and listen when feedback is given
- Cause minimal Environmental Impact and Damage

### 3.0 Considerations

The following existing restrictions have been identified and will be taken into account throughout the works:

Existing Hazard / Consideration / Restriction	Notes / Controls
<b>Working Hours</b> Monday to Friday      08.00 – 18.00 Saturday                    08.00 – 13.00 Sunday & Bank Holidays   No Work	Berkeley Homes will enter into a Section 61 Agreement with both Kingston and Richmond.  Out of hours & W/E work only in special circumstances & under agreement with the Local Authority.
<b>Adjacent land use is permanently occupied by low to medium density suburban housing.</b>	Residents will be notified of commencement of works by letter / email / newsletter. The Newsletter will be developed and issued monthly to inform of progress and give a monthly look ahead which will highlight any significant works which may impact those living or working in the area. We will seek to create a forum where we can meet monthly with local residents and businesses for them to discuss issues with us face to face.  A notice board (typically 1.2m high x 2.4m wide) will be located at the main site entrance and also situated in a prominent position on the hoarding. The board will contain contact details for the Site Manager (name, number & address) along with principal Health & Safety information relating to the project.
<b>Noise</b>	Noisy works will be limited to site working hours. In addition a Section 61 Agreements will be implemented.  There may be a number of times where work will be required to be carried out at the weekend – erection of cranes with partial road closures being an example. Notices and applications for these works would be made and submitted.
<b>Access</b>	Vehicular access to the site will continue to be gained from the existing access of Church Road. The existing access has generous visibility splays and therefore can accommodate anticipated vehicular demands.  Pedestrian and Vehicle Access will be separated, with a separate access gate and route to the welfare facilities.
<b>Land Use and Ground Conditions</b>	The above ground structures excluding Latchmere House will be demolished. Lister Geotechnical Consultants carried out a Ground Investigation Reports based upon both a desktop assessment and site investigation. No significant contamination was encountered. A Phase 1 Habitat Survey was undertaken by RSK Environmental. One bat was recorded entering a building on site therefore RSK advise a protected species licence will be required. No evidence of stag beetles however there is some evidence that Badgers may be

	present in the area. An archaeological investigation has been carried out. There is no evidence suggest any likelihood of archaeological remains.
<b>Environmental Considerations</b>	A full Waste Management Strategy will be implemented across the whole project. This may be let to a specific waste management contractor or undertaken with directly employed labour. The Waste Management plan will coordinate the storage and disposal of rubbish for each phase of the development. Storage facilities will be centralised wherever possible and disposal coordinated to minimise impacts upon the surrounding area.
<b>Existing Underground Services</b>	Underground services are known to be present on site and within the immediate surrounding highways. A Utilities Assessment was produced and submitted alongside the planning applications.  No excavation will be undertaken outside the footprint of the site before specific risk assessments have been undertaken and protection measures agreed with the relevant statutory and highway authority.
<b>On site Traffic and Pedestrian Management</b>	Please refer to Traffic control section later in this plan
<b>Unexploded Ordinance (UXO)</b>	A watching brief is required during all excavation operations although the risk of UXO presence is deemed 'LOW'



## 4.0 Key Team Details

## CLIENT:

Company Name	Address	E-mail	Contact Details
Berkeley Homes (West London) Ltd	Chelsea Bridge Wharf, 380 Queenstown Road, London, SW8 4PE		<b>Office:</b> 0203 675 1501 <b>Fax:</b> <b>Mobile:</b> <b>Emergency:</b>
Company Name	Address	E-mail	Contact Details

## PRINCIPAL CONTRACTOR:

Name	Position	Address including e-mail	Contact No
Toni Byrne-Price	Project Director	Toni.Byrne-Price@berkeleygroup.co.uk	<b>Office:</b> 0203 675 1501 <b>Fax:</b> <b>Mobile:</b> <b>Emergency:</b>

## 5.0 Transport

### 5.1 Strategic Planning

There are two proposed routes for construction vehicles travelling to and from the site:

- Route 1 South Circular
- Route 2 A3

#### Route 1 South Circular

During construction low loaders may be required to access site. Tracking / Swept path analysis has been carried out at relevant junctions on this route to show a low loader as this will be the largest vehicle required to attend site. Tracking details are as follows:

TK05: This illustrates an 18m low loader vehicle turning at the junction of Upper Richmond Road (A205) and the B353. No kerb amendments will be required at the junction although both lanes on the approaches to the junction would be required to accommodate the swept path of the vehicle.

TK04: This illustrates an 18m low loader vehicle travelling along the B353 in both directions through the junction of B353 / Sawyer's Hill and the B353 / B321. There are no issues with either manoeuvres.

TK03: This illustrates an 18m low loader vehicle entering Church Road from the North Upper Ham Road and departing from Church Road to the North. No kerb amendments are required at the junction to facilitate the manoeuvre. A low loader will need to use both sides of the road to turn onto Church Road from the North, it is expected that the vehicle will stop and wait for a suitable gap in oncoming traffic before making the turn. This manoeuvre is not an issue for a standard tipper.

TK08: This illustrates an 18m low loader making the turn from Church Road into site then the same manoeuvre from site back onto Church Road. For the swept path to be successful minor kerb amendments will be required. A standard tipper has no issue with this turn and would not require any amendments to be made.

#### Route 2 A3

During construction low loaders may be required to access site. Tracking / Swept path analysis has been carried out at relevant junctions on this route to show a low loader as this will be the largest vehicle required to attend site. Tracking details are as follows:

TK11: This illustrates an 18m low loaded vehicle turning at the junction of A238 (Coombe Lane) onto A308 (Kingston Hill), No kerb amendments are required however during the turn heading towards site the vehicle will require both lanes.

TK10: This illustrates an 18m low loader vehicle manoeuvring around the round about from the A308 onto Park Road; there are no issues with this junction in either direction.

TK09: This illustrates an 18m low loader vehicle making the turn from Tudor Drive onto Richmond Road heading North towards site and in the opposite direction when leaving site. In both instances the low loader will require both lanes to perform the manoeuvre however no kerb amendments are required (a standard tipper will make this manoeuvre with no issues). Once on Richmond road the construction traffic will access site from church road (shown in the above TK03 and TK08).

A clear signage strategy will be implemented to ensure that construction traffic utilises the designated routes to minimise the effect on the surrounding road network. HGV movements will be restricted so as to avoid peak traffic flow hours (i.e. from 08.00- 09.00 and 17.00- 19.00). It is anticipated that no more than between 30 - 40 loads per day will be taken off / delivered to site during both the demolition and construction phases.

## **5.2 Site Access & Deliveries**

### **5.2.1 Site Access**

Access and egress from site will use the existing vehicular access point from Church Road (see the tracking analysis show in Appendix 3).

Delivery vehicles will at all times be expected to comply with Department of Transport requirements and relevant Road Traffic Legislation.

All subcontractors and suppliers will be informed of the traffic management plan and this will be confirmed contractually by Berkeley Homes.

### **5.2.2 Site Entrances**

All site entrances will be well signed and lit at all times. In addition during working hours vehicle entrance gates will be manned by a trained Traffic Marshall. The appointed traffic marshal for each access gate shall be responsible for ensuring that the footpaths remain clear at all times from construction traffic and further that before vehicles enter or exit the site it is safe for them to do so without endangering members of the public using the footpaths adjacent to the site. In addition they will be responsible for the movement of construction vehicles on site including banking and reversing etc.

### **5.2.3 Loading, Unloading and Storage**

Loading and Unloading operations will generally be carried out via the All Terrain Forklifts (ATF's). Specific areas will be identified (dependant upon the phase or works and progress thereof- shown in Appendix 1) for the storage of all materials. This will include stockpile areas for materials and waste that are to be removed from site. Other means of loading will include the use of excavator machines and designed skips. A plan showing the designated phase storage areas will be posted at each relevant site entrance and updated throughout the course of the project.

A safe system of work will be assessed, agreed and employed for the unloading of all construction materials and be included in all contractors Risk Assessments and Method Statements.

A facility to enable vehicles wheels to be cleaned will be situated within the site loading area. An appropriate bunding and contamination facility will be provided.

### **5.2.4 Liaison**

Traffic adjacent to the site is the responsibility of Royal Borough of Kingston upon Thames and the London Borough of Richmond Highways / Transport Planning. Contact number is below.

Kingston – 020 8547 5002

Richmond - 020 8891 1411

#### 5.2.5 Environmental Considerations

At all stages of the development the control of nuisance such as noise, dust and air quality will need to be managed. Certain key elements of the development programme will produce more nuisance than others, particularly the groundworks. Control mechanisms that will typically be implemented are as follows;

**Dust Suppression:** Undertaken through the installation of 'dust bosses' that spray a fine mist of water onto work areas to suppress the dust and/or towed water bowsers with 'fantail' attachments to control dust on site haulage routes.

**Noise:** Berkeley Homes (West London) Ltd will enter into a Section 61 Agreement with both Kingston and Richmond that defines proposed noise level criteria and the timing of operations likely to produce significant noise levels at surrounding properties. Noise levels at the boundary of the site will be periodically measured to ensure compliance with the specific levels identified.

**Air Quality:** Air Quality monitoring will be undertaken during onerous works and if any peaks of poor quality are identified the operations will be temporarily suspended. In addition to dust created by site activities there is also an impact upon air quality from the volume of construction traffic to/from the site. Wherever possible Berkeley will seek to coordinate deliveries so that overall construction traffic volumes are kept to as low a level as is reasonably practicable. This will include shared loads, off site prefabrication where construction sequence permits and reuse/recycling of materials.

**Recycling:** There will be a Site Waste Management Plan (SWMP) in place prior to works starting on site. This identifies how waste will be reduced, reused and recycled on site as well as recording details of all materials that leave the site.

#### 5.2.6 Site Layout Plan

The attached plan (shown in Appendix 1) shows the following (and will be reviewed and updated throughout the life of the project) -

- Site Access / Egress Points
- Site Haulage Routes
- Site Pedestrian Routes
- Welfare Facilities (inc Canteen, Drying Room, Toilet, Shower and First Aid Facilities)
- Loading / Unloading and Storage Areas

### 6.0 Project Specific Health & Safety Risks

#### 6.1 Construction Phase Hazard Identification and Risk Assessment

At least 7 days prior to works starting each Trade Contractor shall be required to identify significant hazards and prepare Risk Assessments and Method Statements for each work activity. These will be reviewed by Berkeley Homes who may require additional provision. Copies of all Trade Contractor Risk Assessments and Method Statements will be maintained within the Project Office.

## 6.2 Control of Substances Hazardous to Health

Where harmful substances cannot be substituted with less harmful substances, each Trade Contractor will be required to maintain and issue a register containing all harmful substances that they intend to use on this project.

For each hazardous substance or process identified, the Trade Contractor responsible shall produce a task specific COSHH Assessment and issue a Material Data Sheet for the substances. These will be maintained within the project office.

Each COSHH Assessment shall be reviewed by Berkeley Homes. Where possible alternative solutions will be offered to minimise and reduce the risk to health and the environment.

When using Hazardous substances the Trade Contractor must provide evidence that the findings of each COSHH Assessment has been communicated to their operatives and those affected by the use and all operatives are required to sign confirmation that they have read and understood the precautions and Method Statements for that job. Records are to be maintained within the project offices.

Additional attention and control measures shall be given to the use of the following substances / activities to reduce the risks to the health and safety of third parties and other operatives:

## 6.3 Material Storage and Distribution

Trade contractors must liaise with Berkeley Homes regarding the use, distribution and storage of hazardous substances on site which must follow manufacturers / suppliers instructions / guidance on how to handle and store etc. Where oxidising substances can react or flammable products must be used the preferred option is to only have minimum stocks correctly stored on site but where possible remove the product from site at the end of the working day.

## 6.4 LPG – Storage and Use

Where practicable LPG and highly flammable liquids shall be removed from site every night by the contractor using them. Only in extreme situations will LPG or highly flammable liquids be permitted to remain on site over night and then in correct storage containers away from the buildings, structures and other stored combustible materials. Where LPG and highly flammable liquids must be stored it shall be stored in a secure well ventilated cage away from buildings and project offices, and kept separated from other materials. Additional warning signs will also be put up to warn operatives of the risks. Suitable fire fighting equipment must be positioned with LPG storage and where it is used. When not in use LPG Cylinders shall be kept in their storage areas, this includes empty cylinders.

**The use of LPG will be under strict control and subject to agreed Method Statements and Risk Assessments. Empty cylinders must be disposed of by the Trade contractor appropriately.**

## 6.5 Storage of Fuels, Oils and Chemicals

Fuels, oils and chemicals shall be stored away from drains and watercourses, to prevent them from entering the water table through accidental spillage. They will also be stored away from buildings, structures and materials that will burn in well ventilated areas. Consideration of the fire risk will need to be developed in the Project Fire Plan.

In addition all fuels, oils and chemicals will be stored in specific bunded areas (110% of the total volume of the contents) or in double skinned containers which are secure and safe from accidental damage and vandalism, and shall have a spill kit located close to them.

**6.6 Waste Control and Disposal**

As part of Berkeley Homes Sustainability and Environmental Policies where possible all waste materials should be reduced, re-used, or recycled. Under the Environmental Protection Act, all producers of waste have a 'Duty of Care' to ensure that waste does not escape their control and is dealt with properly.

Each site must have a Site Waste Management Plan (SWMP) in place prior to works starting on site. This identifies how waste will be reduced, reused and recycled on site as well as recording details of all materials that leave the site. The materials must be carried by an authorised and licensed waste carrier who may carry both the General (Controlled) Waste as well as any Hazardous Waste. There is a requirement for waste transfer notes to track the journey of the waste to its final destination whether that is a recycling centre or final disposal. See the Sustainability section of the Berkeley Homes website for more information.

The segregation of waste into different waste streams will, where practicable, assist in recycling

The following authorised and licensed waste carriers will be used on this project:

Waste Removal Contractor – Controlled Waste	Waste Removal Contractor – Hazardous Waste
Tbc	Tbc

The Waste Removal Contractors selected for this project will recycle the majority of the waste produced. All site waste and rubbish will be removed from site on a daily basis.

The supporting documentation for all waste removal shall be retained within the Project Office, this includes:

- **Waste Carrier Licence:** For all waste removal contractors.
- **Waste Management Licence:** For waste transfer stations and the final destination of waste.
- **Controlled Waste Transfer Note:** Required each time non hazardous waste is removed.
- **Hazardous Waste Consignment Note:** Required each time hazardous waste is removed.

House keeping on site will be monitored on a daily basis. Special attention will be given to access / egress routes, and emergency escape routes. These must remain clear and free from materials at all times.

For more details on how the waste will be managed please refer to the project specific Site Waste Management Plan, this will be put in place prior to works starting on site. A project specific site waste management plan will be developed separately to this Construction Management Plan.

### 6.7 Security Arrangements

To prevent unauthorised access to site the following arrangements will be implemented:

Description
24 hour, 7 day per week security will be maintained on site. This provision may be reviewed from time to time. During the defined working hours vehicle access gates will be controlled with a banksman. Pedestrian access will be controlled at the pedestrian access gate. Access out of working hours will be at the discretion of and by prior arrangement with Berkeley Homes site management. Access will be controlled by a security guard when appropriate arrangements have been made.

### 6.8 Plant

The following items of plant have been provided for common use, to assist in material delivery and as means of access and egress:

Description
All Terrain Forklift (at specific stages of the construction program & under agreement)
360 degree excavators of various sizes (at specific stages of the construction program & under agreement)
Dump trucks (at specific stages of the construction program & under agreement)
Concrete crusher (at specific stages of the construction program & under agreement)

These items of plant will only be operated by a trained person i.e. by a person who holds a valid CPCS card or equivalent evidence of training / competence:

A record of all items of plant listed above brought onto site, together with details of their operators, will be maintained and evidence of periodic checks from plant hirers that the plant has been adequately maintained will be obtained and maintained on site.

All plant shall be regularly maintained.

### 6.9 Lifting Equipment and Lifting Operations

A Site Lifting Plan will be produced for all plant involved in lifting operations

### 6.10 Temporary Services

The following temporary services will be provided:

Service	Location
Water	Welfare, Site Office & Site
Electric	Welfare, Site Office & Site
Telecommunications	Site Office

All electrical supply installations shall comply with IEE Wiring Regulations and Electricity at Work Regulations.

All portable electrical equipment and tools used on this project shall be 110v, and PAT tested. All electrical equipment will be subject to planned maintenance and inspections by a competent electrician.

Suitable and sufficient lighting will be provided to common and access areas. Where required provision will also be made for Emergency Lighting in case of mains / power failure.

Trade Contractors will be expected to provide additional task lighting if required. Halogen task lighting is not permitted due to the heating effect.

### 6.11 Scaffolding

#### 6.11.1 Fixed Scaffolding

All fixed scaffolding provided shall be erected, altered or dismantled by trained and experienced persons under competent supervision. The scaffolding company shall be required to issue a handover certificate, to confirm a competent installation. The handover certificate will be kept on site.

From the day of handover, weekly inspections will then be undertaken and recorded by a competent person. Records will be maintained on site. An inspection will also be undertaken and recorded after the scaffold has been adapted and altered. Only competent persons must alter and adapt scaffolding.

#### 6.11.2 Mobile Towers

All Trade Contractors bringing Mobile Scaffold Towers onto site shall ensure that they are:

- Erected by a trained and competent person
- Erected in accordance with the manufacturers' recommendation and Method Statement
- Inspected where required and regularly maintained.

**Important:** Appropriate step ladders (not Domestic) must only be used for light work and where it is impractical to use a mobile tower and a Risk Assessment shall demonstrate why ladders are the only alternative for the particular task.



**7.0 Emergency Procedures**

**7.1 Emergency Numbers**

Emergency telephone numbers will be prominently displayed on the site notice boards, and will be issued to all members of the Project Team.

The following are the emergency service telephone numbers:

Service	Telephone
Fire / Rescue	999
Ambulance	999
Police	999
Local Hospital Address:	Kingston Hospital-A&E Galsworthy Road, Kingston Upon Thames, Surrey KT2 7 020 8546 7711
Other:	

Location map for hospital will be displayed in the site Project Office.

The following Berkeley Homes personnel can be contacted in the event of an accident/ incident / near miss or emergency:

Role	Contact Name	Office Telephone	Mobile Telephone
Senior Site Manager	TBC		
Project Manager	TBC		

**7.2 First Aid**

The following personnel are qualified first aiders:

Name	Certificate Expiry Date
TBC	

The first aid boxes are located in the project office located in the contractor's compound. A copy of all first aid certificates will be maintained within the project office.

#### **7.4 Environmental Procedures**

In case of a spillage, accident or other pollution incident the following actions shall be taken:

The surface water drains will be blocked immediately the spill kit or sand or a similar material will be used to absorb oil and chemical spills. Appropriate PPE must be used by those carrying out the works.

If pollution has been caused to the watercourse, land or air then you should contact your regional OHS&E Advisor and Sustainability Adviser who will assist in determining if any action is necessary.

For further information, please refer to Environmental procedures located in the OHS&E Management System.

#### **8.0 Accident Reporting**

All accidents / incidents (no matter how small) that occur on this site including those that occur to trade contractor operatives and visitors shall be recorded within our Accident Book which will be located within the Project Office. All near misses no matter how minor shall also be reported and recorded.

It will be a requirement on this Project for all Trade Contractors to report all accidents / incidents to Berkeley Homes and where necessary provide us with a completed copy of the F2508 when there has been a reportable accident or dangerous occurrence.

For further information on detailed Accident Reporting arrangements refer to the Berkeley Homes Safety Management System.

#### **9.0 Construction logistics, cycle safety and work-related road work**

The Berkeley Group have signed up to the new construction logistics standards (CLOCS) for all large vehicles (over 3.5T) entering or delivering to our projects.

The CLOCS Standard is a key step to demonstrate the commitment of construction logistics industry organisations to improve road safety throughout the supply chain. The document draws together emerging practice from a number of individual standards, policies and codes of practice, including the Fleet Operators Recognition Scheme (FORS), into one common Work-Related Road Risk standard.

Each requirement of the standard has been developed to reduce the risk of a collision between heavy goods vehicles in the construction sector and vulnerable road users such as cyclists and pedestrians.

In Berkeley West London we believe we will be able to help raise the standards of safety in the construction industry logistics through continued promotion and awareness of CLOCS. We have made contact with all our existing suppliers and contractors to make them aware of the standard and the requirements it places on their vehicles delivering to our projects. All projects have been briefed on the levels of compliance that are expected.

## 10.0 Welfare

### 10.1 Welfare Facilities

The following welfare facilities shall be provided by Berkeley Homes:

Facility	Location
Toilets (Male & Female)	Compound
Drying Room	Compound
Canteen Seating Area	Compound
Smoking Area	Compound

All welfare facilities provided will be in accordance with the CDM Regulations.

Locations of the Site Welfare Facilities can be seen on the Site Logistics Layout Plan which can be found in Appendix 1.

If food is prepared for sale in the canteen, the necessary certification shall be displayed on site.

### 10.2 Maintenance

All welfare facilities shall remain in a good state of repair and cleanliness. A cleaning regime for the site offices and all welfare facilities will be put into place.

Regular daily inspections will be carried out.

### 11.0 Information & Training of Persons on Site

Induction training shall be provided to everyone wishing to work and visit this project. Refresher induction training shall be provided as site conditions change or if a contractor has not worked on the site for some time (2 month break).

The following tasks have been identified as requiring specific training:

- Demolition Works
- Cable Location
- Management of Contaminated Ground and Excavations
- Asbestos Identification and Removal Works
- Scaffold Management and Inspection
- Work at Height Management and Inspection
- Tower Crane Coordination
- Sustainability and Environmental Awareness

To reinforce the site rules, the requirements of Method Statements and Risk Assessments and to raise the awareness of specific issues, such as Manual Handling and Working at Height, each trade contractor shall be required to provide their operatives with Tool Box Talks. These shall be carried out at least

weekly; however in practice a more regular frequency should occur and for high risk trades at least twice weekly would be appropriate. These must be recorded. A register of all Tool Box Talks given shall be maintained and kept within the project office.

Statutory notices and safety awareness posters shall be displayed.

A copy of this Construction Phase Plan, together with the project specific site safety rules shall be formally issued to each Trade Contractor prior to their start on site.

In addition, companies making deliveries on a regular basis to site will be encouraged to participate in the TFL's voluntary Freight Operator Recognition scheme.

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Appendix 1- Logistic

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**CONSTRUCTION MANAGEMENT PLAN**

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**Appendix 2- Construction Vehicle Routes**

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**Appendix 3- Tracking Analysis: Route 1**

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**Appendix 4- Tracking Analysis: Route 2**