HEMIKO

Together to Zero

Worthing Heat Network

Buried Network Installation

CDM 2015

Construction Phase Plan

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Date	Comments	Reviewer
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1. DETAILS OF THIS DOCUMENT

1.1 Outline

Under the Construction (Design and Management) Regulations 2015 (CDM 2015) a construction phase plan is required for every construction project.

Principal contractors have an important role in managing health and safety risks during the construction phase so they must have the skills, knowledge, experience and, where relevant, organisational capability to carry out this work.

The principal contractor must:

- Plan, manage, monitor, and coordinate the entire construction phase.
- Take account of the health and safety risks to everyone affected by the work (including members of the public), in planning and managing the measures needed to control them.
- Liaise with the client and Principal Designer for the duration of the project to ensure that all risks are effectively managed.
- Prepare a written construction phase plan (This document) before the construction phase begins, implement, and then regularly review and revise it to make sure it remains fit for purpose.
- Have ongoing arrangements in place for managing health and safety throughout the construction phase.
- Consult and engage with workers about their health, safety, and welfare.
- Ensure suitable welfare facilities are provided from the start and maintained throughout the construction phase.
- Check that anyone they appoint has the skills, knowledge, experience and, where relevant, the organisational capability to carry out their work safely and without risk to health.
- Ensure all workers have site-specific inductions, and any further information and training they need.
- Take steps to prevent unauthorised access to the site.
- Liaise with the principal designer to share any information relevant to the planning, management, monitoring and coordination of the Pre-Construction phase.

2. CONSTRUCTION INFORMATION

2.1 Description of Project

2.1.1 Works are covered by an F10 notification.

Dates of construction phase within F10 notification: 01/07/2024 – 01/10/2025

Link to F10

The construction works and packages are outlined as follows:

Hemiko Ltd is developing the Worthing Heat Network (WHN), a low-to-zero-carbon (LZC) district heating network in Worthing. The project has won £4.4m of grant funding from the Department for Business, Energy, and Industrial Strategy (BEIS) to further the development of the WHN and it is planned to move into the construction phase in November 2023.

Hemiko ltd are a specialist district heating developer who will be funding the delivery of the scheme via an Energy Services Company (ESCO) Special Purpose Vehicle (SPV) of which Worthing Borough Council hold a golden share in. Hemiko have secured funding to develop and deliver zero-carbon heat networks across the UK which will form a key contributor to the UK's decarbonization targets. In addition to provision of funding Hemiko hold in house expertise in the design, construction and operation of heat networks and will be the Principal Contractor building the Worthing Heat Network on behalf of the ESCO. Hemiko have extensive experience in building and operating heat networks in the UK.

The Worthing Heat Network is a key element in Worthing Borough Council's Carbon Neutral Plan (AECOM, 2019) which identified the scheme as the most economic and efficient way to decarbonize the Civic Quarter and other

large users of heat such as the Hospital and new planned residential developments. Once the Worthing Heat Network is built it will produce a range of benefits including:

- Delivering low carbon heat and significantly improving air quality in the town centre by offsetting gas combustion.
- Providing a simple and more economical option for the decarbonisation of heat in individual buildings within proximity to the heat network.
- Providing a means to aggregate heat from sources not able to be accessed by single buildings such as recovering heat from wastewater treatment plants.
- Create a greater incentive for developers to build in Worthing as meeting carbon emission regulations and local planning conditions will be cheaper in Worthing due to the heat network, thus influencing investment into Worthing.
- Speed up the decarbonisation of both Council and Privately Owned building stock, bringing substantial carbon savings earlier; and
- providing new skills and jobs for local residents, as well as delivering additional local social value.

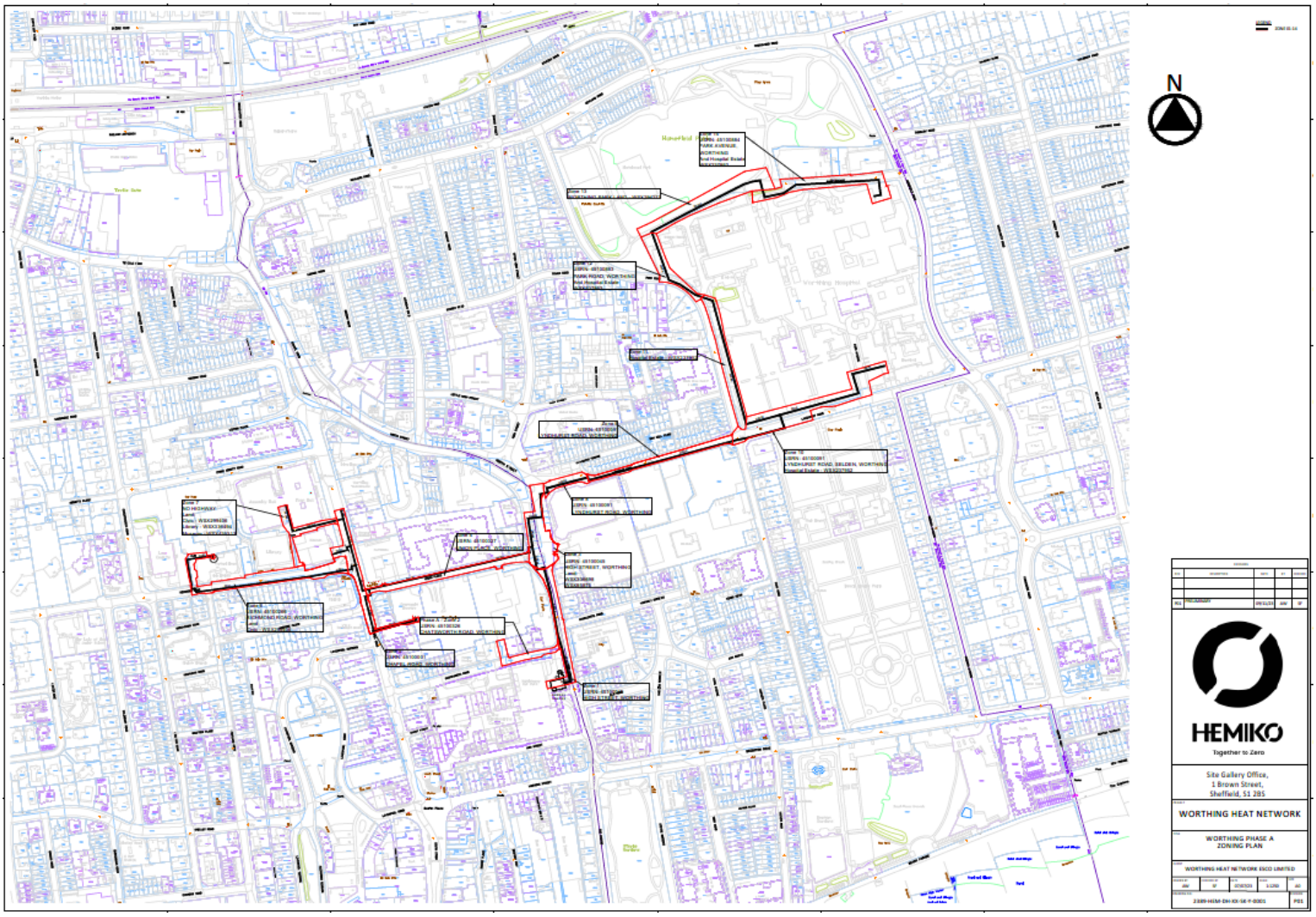
PROPOSED DEVELOPMENT

This application seeks full planning permission for the construction of an underground pipe network across Worthing Town Centre. This is the first phase of the heat network which has longer terms plan to grow further to decarbonize more of Worthing's building stock.

The pipe network will be approximately c.1.5km long (for Phase 1) and is generally contained beneath the highway network, with some beneath adjacent pavements and areas of hardstanding surrounding the buildings served by the network. All the infrastructure is underground. The full extent of the network can be seen in the enclosed Location Plan. It should be noted that the plan includes the car park area of the Hospital, which is because, subject to agreement of a lease with Worthing Hospital, it may be more efficient and less disruptive overall to run certain sections of the network through the car park as opposed to in the highway.

In simple terms the pipework is installed by excavating a trench and laying the pipework within that trench, which is then backfilled and the original surface reinstated. Along the pipe route other ancillary pieces of equipment are also installed underground such as valves and expansion pads, which are required for the functioning of the network. For completeness a technical annex has been included with this application setting out the detailed method of installation, including excavation and backfilling, as well as a schedule of standard details of the trenches and ancillary equipment to be installed underground along with the pipework. The final positions of valves and other ancillary equipment will be specified during the detailed design stage of the project but will ultimately sit along the route shown in the [location plan] and will be completely underground. The only visible element above ground will be manhole covers in the highway such that underground valves can be accessed if required in future (equivalent to other utilities).

The network plans to provide heat to [6] buildings in the town centre (Phase 1), including buildings owned by the City Council and University Hospitals Sussex NHS Foundation Trust (future phases of the scheme will connect additional large public and privately owned buildings within Worthing Town Centre).

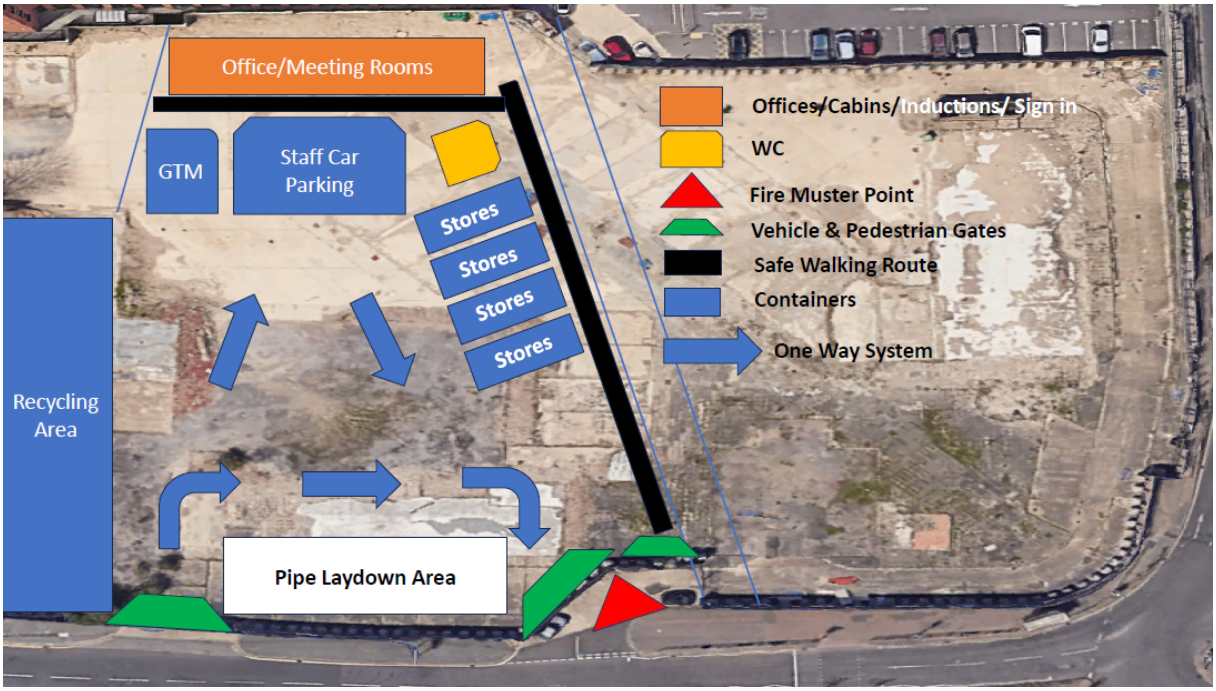

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HEMIKO
Together to Zero
Site Gallery Office,
1 Brown Street,
Sheffield, S1 2BS
WORTHING HEAT NETWORK
WORTHING PHASE A
ZONING PLAN
WORTHING HEAT NETWORK ESCO LIMITED

CDM Role	Name	Address	Contact Details
Client	Worthing ESCO Limited	Castletown Office Castletown, Rockcliffe, Carlisle, Cumbria, United Kingdom, CA6 4BN	Email: Worthing@Hemiko.com Tel:
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Principal Contractor	Hemiko Limited	Castletown Office Castletown, Rockcliffe, Carlisle, Cumbria, United Kingdom, CA6 4BN	Email: Tel:
Temporary Works Coordinator	Robert Hughes	Castletown Office Castletown, Rockcliffe, Carlisle, Cumbria, United Kingdom, CA6 4BN	Email: rob.hughes@Hemiko.com Tel:
Additional Designer Buried Network	DH Solutions Christine Kramer	Fond de Dranse 53 1945 Liddes	Email: c.kramer@dh-solutions.ch Tel: TBC
Additional Designer Architect	Norr Consultants Ross Noble	The Stanley Building, 7 Pancras Square, London, N1C 4AG	Email: Ross.bridgman@norr.com Tel: +44 (0) 20 4526 7257
Additional Designer Structural	Price & Myers Ben Gholam	37 Alfred Place, London, WC1E 7DP	Email: bgholam@pricemyers.com Tel: 020 4524 6734
Contractor	TBC		

2.2 Site Compound Address Details

Current location which has been mobilised:
Teville Gate, Teville Road, Worthing, BN11 1UR.





2.3 Extent and location of existing records and plans

All records, reports and surveys are stored on Procore here:

These include and are limited to:

- Risk Register
- HAZiD
- Phase A Highways Report
- Abor cultural tree surveys and BNG
- Ground condition survey (Energy Centre and HV sub-station location)
- Acoustic (Energy Centre – Carpark Roof and Ground level)
- Land ownership
- Traffic management Master Planning
- Phase A Highways licencing pack
- Ground Penetrating Radar survey data
- Statutory Utility plans
- Customer connection reports and agreement details
- Planning submittals, approvals, and conditions
- Design Access Statement
- Design drawings – Heat Network,
- Design drawings - Energy Centre – Coordinated.

3. STAKEHOLDERS

3.1 Stakeholder Definitions

A person, group or organization that has interest or concern in the construction project. Stakeholders can affect or be affected by the construction activates, objectives and policies.

When Hemiko acts as principal contractor the below are considered stakeholders categories:

3.1.1 Direct stakeholders

Direct stakeholders are those directly associated or involved in the project. These include the client, project sponsor, project manager, members of the project team, technical and financial services providers, internal or external consultants, material and equipment suppliers, site personnel, contractors, and subcontractors as well as end users. They are also known as internal stakeholders.

3.1.2 Indirect stakeholders

Indirect stakeholders are those indirectly associated with the project, such as; internal managers of the organisation and support staff not directly involved in the project, national and local government, public utilities, licensing and inspecting organisations, technical institutions, professional bodies, and personal interest groups such as stockholders, labour unions and pressure groups. They are also known as external stakeholders.

3.1.3 Positive stakeholders

Positive stakeholders are those who are likely to have a favourable impact on a project. These people or organisations tend to also be direct stakeholders and stand to gain from the project's success. Examples would be the organisations involved in the work itself that stand to benefit financially.

3.1.4 Negative stakeholders

Negative stakeholders are those who are likely to have a detrimental impact on a project. They tend to be people or organisations not directly involved in a project, but who are still affected by it in some way. An example would be residents with concerns about loss of public areas to a new project.

3.1.5 Legitimacy and power

Stakeholders are further differentiated between those with legitimacy and power, and those without it, as this will influence the degree to which they can affect the project, whether positively or negatively.

Legitimacy is the perceived validity of a stakeholder's claim to importance on the project.

Power is the stakeholder's ability to influence the project and the parties involved in some way, whether finically, legally or by some other form of pressure

3.2 Schedule of Stakeholders

Stakeholder Organisation / Individual	Category (s)	Representative
West Sussex County Council	Direct	Paul Brewer
Worthing Borough Council	Direct	Jan Jonker
Museum Trust	Indirect	
West Sussex Highways	Direct	Sarah Norgett
Worthing Hospital Trust	Direct	Craig Martin

3.3 Stakeholder Communication Plan

Stakeholder Organisation / Individual	Frequency of communication	Method of Communication
Client	EG Monthly meetings and when required. Weekly works updates during affecting works As required when work scope or programme changes	EG Meeting / reporting / Hand delivered notices / KPIs / Reports / Email, phone, in person
PD	Monthly meetings and as when required during construction phase	Remote.
Contractors	Weekly meetings to discuss H+S, delivery KPIs, programme, commercial	

4. MANAGEMENT OF WORKS

4.1 Construction Activities Timelines

Below is a schedule of dates to enable the F10 to be produced, this is subject to change and variation.

Project CDM Milestones	Programmed Dates	Peak Number of Persons on site per phase
Appointments	26th April 2024	0
PCIP	7th May 2024	4
CPP	23rd May 2024 – DHN. Final Draft 12/07/24 16th Sept 2024 – EC. Final Draft	8
Commencement of H+S file	7th May 2024	8
Project Mobilisation	Site compound mobilisation 20th May 2024. DHN – 3rd July 2024 (trial holes)	8
Project Completion	1st Oct 2025	40
Completion of H+S file	EC- 4th June 2025	5

The maximum number of people on site simultaneously allowing for all Construction activities will be 40.

4.2 Programme of Works

See Appendix 1 – Programme of Works

4.3 Health and Safety Aims

4.3.1 Our Principles:

This section outlines our key principles for targeting zero harm in our day-to-day undertakings:

- All accidents can be prevented.
- No task is so important that risk of injury to people or damage to the environment is justified.
- Effective HSE management is a critical foundation for business growth and individual development.

4.3.2 Our Objectives

This section outlines our key objectives for targeting zero harm in our day-to-day undertakings:

- Zero harm to people and the environment.
- To show leadership in the field of Heat Networks and District Heating to Safe Design, Construction & Maintenance.
- To work in a responsible and sustainable manner.

4.3.3 Our Methods

Zero Harm objectives will be achieved by following these methods:

- Setting and monitoring objectives to improve safety.

- Setting out and monitoring standards of safety for contractors and staff.
- Minimising hazards, which may result in illness, injuries, fire, theft, or property damage.
- Provide adequate safety training and instruction for all employees.
- Adapting best practice from other industries.
- Ensuring there are adequate resources available and that all staff are competent and safety conscious.
- Promoting a positive culture based on improving our HSE performance.
- Implementing controls to eliminate pollution and environmental harm.
- Employing contractors who aspire to the same HSE standards; and
- Reporting on HSE performance, measured against objectives and targets.
- This commitment to HSE is our highest priority and will not be compromised.

4.4 Organogram of Management Structure



4.5 Health and Safety Arrangements

4.5.1 Hemiko Site Rules

At Hemiko the health and safety of our employees, customers and others who may be affected by our activities are our top priority. To protect everyone, the follows rules apply on this site.

- All operatives will:
    - Have site induction prior to starting works.
    - Attend daily pre-task briefings, and toolbox talks as required.
    - Have their credentials (CSCS, CPCS, CISRS, etc.) while working on site.
    - Read, understand, and sign their relevant risk assessment and method statements.
    - Obtain permits for high-risk activities from site management and comply with the requirements.
    - Hard Hats, Safety Boots, Hi-Vis, Eye protection and Gloves, are mandatory on this site.
    - All operatives are fit for work.
    - Can communicate in English or escorted by a competent translator.

- The following are prohibited on this site:
    - Alcohol/Drugs.
    - Foul or abusive language.
    - Headphones and radio/smart speakers.
    - Smoking except in designated areas.

- Site Speed Limit 10mph.
- Traffic/Pedestrian routes and signs must be followed.
- Tools/Equipment are in a good state of repair and operated by competent personnel.
- COSHH waste shall be removed from site by the contractor responsible.

- No chemicals to be poured into drains.
- Hard waste will be deposited in the appropriate skip for recycling/disposal.
- Residents access to carparks and properties will be kept clear, and all areas cleared at the end of the day.
- No unauthorised use of plant and equipment.

These rules will be monitored by the site management, signing the induction you acknowledge that you agree and will abide by these rules.

Non-conformance with these rules will result in a warning (**Yellow Card**) and major breach or reckless behaviour will result in dismissal from site (**Red Card**).

4.5.2 [External] Health & Safety Rules

Link to Worthing Hospital Site Rules

4.5.3 Site Induction - Link to current Worthing Site Induction Presentation

4.5.3.1 Competency Checking

All workers on site will be inducted and assessed for their competency to complete works to be undertaken. CSCS skill card is the baseline for construction activity induction level. Non-working management may be permitted entry to site under a visitor induction. They will need to demonstrate their experience and relevant safety qualifications within the construction industry. If this cannot be demonstrated, they will need to be always accompanied when on site. If this is a frequent visit and they are reluctant to undertake CSCS training Hemiko may withdraw access.

Highly skilled, and high-risk trades and operatives will have their own industry trade cards that will be accepted.

Skill Cards will be required to be produced at induction. Facsimiles and photographs of cards will not be accepted. Checking of identification on the cards and the web sites may be undertaken. Any attempt at identity fraud by an operative will be acted upon. Senior management from the offending organisation will be called to site for interview and the HSE may be contacted, and a copy of the investigation report issued.

4.5.3.2 Presentation

The basis for the induction will be a project-specific presentation based on a standard format. This will be available in digital or printed form and presented in the site compound office before a person starts work on site. All inductees will be required to sign an induction form which will be kept in the Induction register, along with a copy of their CSCS/trade cards.

4.5.3.3 Induction personal statements

After receiving their site inductions, the operatives will sign an individual record of attendance, this may be used to prove knowledge of site rules if the individual is found to be in breach.

4.5.3.4 Induction register

An induction register will be kept of all operatives, visitors and managers who have attended a site induction. Periodically this may be assessed to see if contractors are churning their staff. If this is found to be the case the senior manager overseeing the subcontract will be called to site for an interview.

High turnover of site staff is to be avoided, as site learnings are lost (Toolbox Talks, lessons learnt, knowledge of site conditions and the change already taken place.) If it is deemed that turnover is for financial gain only and not for safety reasons this will be viewed negatively, and a report will be issued to the commercial team and this will be reflected in the KPI scoring of the contractor's overall performance on the project.

4.5.3.5 Daily site attendance sheet

Each day anyone attending site from is required to sign the signing in book this will keep a record of who is on site, and who they are work for. This is required in case of emergency and evacuation for the emergency services knowledge of any persons who may still be on site.

Persistent failure to complete the signing in procedure will result in a RED Card for the individual.

4.5.4 Site Security

Site compound is surrounded by a mix of permanent security fencing and temporary hoarding. CCTV towers have been erected and will be monitored during out of hours.

Whilst undertaking works in around the hospital a night guard will be mobilised. The risk of vulnerable persons close to live construction sites needs to be managed and protected.

All construction areas will be protected by Herris fencing.

Also refer 4.5.4.6.

4.5.4.1 Site Compound

The site compound has been designed and erected to serve the needs for the construction period. Due to limited size of localised highways construction areas all welfare will be provided at the main compound unless stated otherwise.

3 canteens

3 large offices

2 meeting rooms

2 drying/changing rooms

1 toilet block (Male and Female)

Please also see section 4.6.3 Site Security.

4.5.4.2 Hospital Construction Site

A mobile toilet facility will be sited for irregular use. Time will be given for operatives to utilise the main compound welfare.

4.5.4.3 Union Street Construction Site

A mobile toilet facility will be sited for irregular use. Time will be given for operatives to utilise the main compound welfare.

4.5.4.4 Gate Keepers

Gate keepers will not be used at this time.

4.5.4.5 Security Guards and Operatives

Security guard will be used to monitor high risk areas during out of hours working.

The compound CCTV is monitored by offsite operatives.

4.5.4.6 Signing in Procedure

A site sign-in register is kept in the canteen in the site compound that all operatives must use to sign in and out and the beginning and end of their working day. This is checked for any unaccounted-for personnel before the site manager leaves site at the end of the day.

4.5.4.7 Identification of Site Operatives

All site operatives will be required to wear PPE that identifies which company they are working for. Only inducted people may enter the construction sites.

4.5.5 Production and Approval of Risk Assessments and Method Statements

All contractors shall be expected to produce RAMS (Risk Assessments & Method Statements) for all activities being undertaken on site for review and acceptance by the Project Manager before works start on site. These should be submitted ideally 1 week before works begin to allow time for review and revision, however RAMS for smaller pieces of work can be submitted 2 days before.

The RAMS shall be reviewed using the RAMS Evaluation Form. RAMS that are not accepted shall have detailed comments noting what information was missing or insufficient, and the contractor will be requested to provide an update.

Method Statements will be reviewed to ensure the sequence of works is practicable and covers all the required activities. They will also be managed on site to ensure that the operatives sign up to understand and agree with the method of works. The activities will be monitored to ensure the operatives are following the agreed method of works and that any task specific PPE is worn and used correctly and well maintained.

All construction work activates will be risk assessed prior to commencement. Hemiko accepts that the technical knowledge and expertise held by the specialist subcontractors is to be used. However, if the supply chain cannot reach a minimum standard, detailed in the Hemiko RAMS check list, the subcontractor plans will not be accepted and will be subject to amendment.

Works may not start on site until the Hemiko Site Manager or Project Manager has accepted all applicable Risk Assessments and Method Statements.

4.5.6 On Site Training

Project and site-specific inductions, method statement reviews, and toolbox talks will be given to all personnel working on site, as appropriate.

Visitors to site will be given a visitors' induction that will cover the specific risks for the locations they will be visiting. They will be always accompanied by the site manager or project manager.

Any topics being covered by a toolbox talk will be delivered face-to-face the by site supervisor. Any task specific training or guidance will be delivered by the most appropriate person on site.

4.5.7 Welfare

Please refer 4.6 Site Compound Set-Up & Welfare Facilities

4.5.8 PPE

Please refer site rules for minimum PPE requirements. Typically, we would expect a minimum of hi-viz, safety boots, gloves, eye protection, and hard hat, plus further PPE depending upon the activity being undertaken.

All operatives are expected to wear Hemiko branded hi-vis whilst working on site. Additional PPE can be given or lent to operatives who require it. Items held in the office include:

- Hi-vis vests.
- Hard hats
- Eye protection
- Gloves
- Dust masks

Ear protection and face-fitting dust/fume masks should be worn as appropriate and supplied by the contractor company.

All PPE that is allocated from the site office will be signed and accounted for.

4.5.9 First Aid

Hemiko will have at least one 3-day first aider always based in the site compound. The names and contact details of these people will be displayed in the canteen, and the office, and will be identified to all operatives during their induction.

It is expected that all contractors will have a 3-day trained first aider amongst their operatives on site where they will be working outside the main site compound. These people will be identified within the RAMS review before works start.

All accidents should be reported to the site manager and if appropriate, recorded on the accident register in the site office.

First Aid Kit & Eye Wash Location - [Location 1]	Ground floor Site Office
First Aid Kit & Eye Wash Location - [Location 2]	First floor Site Office
Eye Wash Location	Stores
First Aid Kit & Eye Wash Location - [Location 3]	All works vans

See also Appendix 2 - Fire & Emergency Plan.

4.5.10 Accident and Near Miss Reporting

Unsafe work practices should be stopped immediately by the site supervisor, and/or site manager, although it is within the authority of any person on site to stop any activity if they believe there to be an elevated health or safety risk.

If an accident or incident occurs on site, the first priority will be to make the area safe and to ensure that any injuries are treated swiftly.

All near misses will be recorded on our incident register and dealt with appropriately to ensure they do not happen again. We have a formal accident reporting process which involves reporting the Hemiko H&S advisor.

4.5.11 Selection and Control of Site Contractors

Please refer:

- Appendix 3 - Subcontractor Monitoring & Cooperation
- Appendix 4 – Health, Safety and Wellbeing Strategy

We implement a strict Due Diligence PPQ (Preferred Partner Questionnaire) process before any entity is on-boarded as a contractor or material supplier in our supply chain. This is to ensure they meet the criteria required to maintain the highest quality. This tests their accreditations, experience, references, processes, and quality management policy. This also involves a full and detailed assessment of each subcontracting company's H&S and operational processes, including their risk assessments and method statements (RAMS).

A sub-contractor interview will follow before contract issue and signature, this process can apply to multiple tenderers.

We then implement an on-going monthly review process during the construction phase. This includes Key Performance Indicators to assess the continued quality of our supply chain. This is used to encourage the highest possible quality and performance, to promote good practice and to police any bad practice while giving organisations the chance to redeem themselves.

4.5.12 Liaison Between Parties on Site and Consultation with The Workforce

Hemiko aims to encourage and foster an environment of trust and 360 feedback between all parties working on site. It is important to ensure that all operatives feel able to raise any H&S queries with the site manager, and to that end we aim to actively engage with the workforce on a day-to-day basis, and to take seriously any issues raised.

The site compound canteen and office spaces will contain relevant H&S information including:

- HSE Law Poster
- Insurance information
- Details of nearest A&E
- Fire evacuation information
- First aid and fire marshal personnel (names, photographs, phone numbers)
- Site rules
- Any alerts or exceptional events

Site meetings will be held each morning to discuss works to be undertaken that day. Any permits required (e.g., hot works) will be arranged through the site manager.

The Site Manager will undertake regular site inspections to ensure RAMS are being adhered to and work is undertaken in a safe manner.

Toolbox talks shall be carried out weekly and signed off by all participants after each session.

Sub-contractor reviews will be carried out monthly with any feedback discussed directly with the contractor.

4.5.13 Exchange of design information between client, designers, principal designers, and contractors on site.

Hemiko operate a system of document control. All documentation created is logged and reviewed prior to issue.

All formal documents and drawings are:

- Allocated a unique number allocated by the document controller.
- Checked for technical accuracy and administrative accuracy before issue.
- Issued on the Procore platform.
- Sent via email from the Procore platform, with additional printing in hard copy where relevant.

Document mark ups showing revised designs or other changes shall be issued via Procore to be formally recorded and issued to the Lead Designer for incorporation into the As-Built records.

Procore addresses issues and controls documentation in construction projects through various features and tools:

- Document Management: Procore serves as a centralised repository for project documents, making it easier to manage and control documentation. Users can upload, store, and organize various types of documents, including drawings, specifications, contracts, and more.

- Version Control: The software maintains version control, allowing users to track changes made to documents over time. This feature helps in preventing confusion caused by multiple versions of the same document and ensures that stakeholders are working with the most up-to-date information.

- Access Control: Procore provides access controls to restrict document access based on user roles and permissions. This ensures that only authorized individuals can view or edit specific documents, maintaining security and confidentiality.

- Issue Tracking: The platform includes tools for issue tracking, allowing users to identify and document project-related issues, such as defects, non-compliance, or other concerns. These issues can be assigned, tracked, and resolved within the system.

- RFIs (Requests for Information): Procore streamlines the RFI process, allowing users to submit, review, and respond to RFIs within the platform. This helps in maintaining a clear record of communication and decisions throughout the project lifecycle.

- Change Order Management: Changes to the project scope are often documented through change orders. Procore enables users to create, track, and manage change orders, including the associated documentation and approvals.

- Submittal Workflow: Procore includes a submittal workflow that helps in managing the process of submitting, reviewing, and tracking project submittals. This ensures that the necessary documentation is provided and approved before construction activities proceed.

- Audit Trail: An audit trail feature logs changes made within the system, providing transparency and accountability. This helps in tracking who made specific changes, when they were made, and what the changes involved.

- Collaboration Tools: Procore fosters collaboration among project team members. Communication tools, such as comments and notifications, are integrated into the platform, ensuring that discussions and decisions related to documents are documented and accessible.

- Mobile Accessibility: Procore's mobile app allows users to access and manage project documentation on the go, enhancing communication and collaboration even in the field.

It's important to note that Procore's features and capabilities may be updated over time, so it's recommended to check the latest documentation or contact Procore's support for the most current information.

4.5.14 Handling design changes on the project

Please refer:

- Appendix 5 - Document Issue & Design Change Protocol

Hemiko will engage regularly during the construction phase with the lead contractor regarding any design changes required on site, including by any specialist contractor.

If required, the lead designer will make site visits to check and advise on changes to be made. Photographs of the installation will be taken regularly by the site manager.

These proposed changes will be reviewed by the design team and if deemed acceptable, will be formally instructed to the contractor via the Procore platform.

All design changes will be recorded on marked up drawings.

4.6 Site Compound Set-Up & Welfare Facilities

4.6.1 Facilities

The site has mains electricity connection, mains water connection, mains sewage connection.

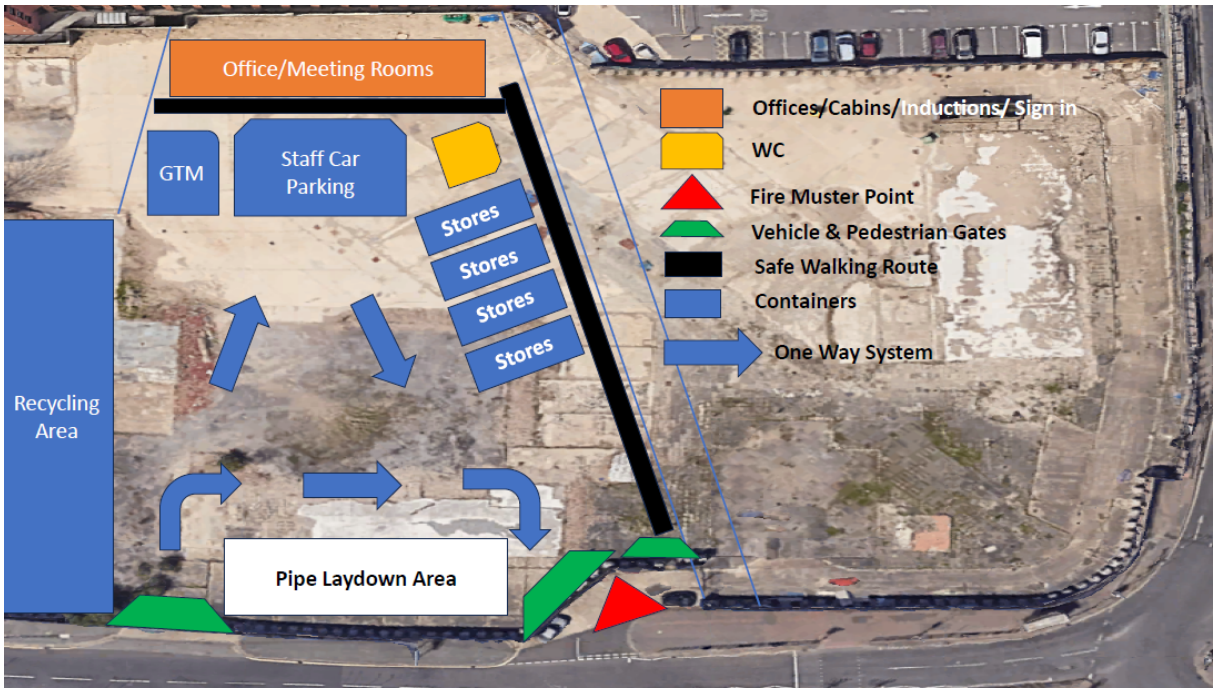
Main facilities comprise:

First Floor:
1 meeting room
3 offices
1 canteen

Ground Floor:
1 meeting room
2 canteens
2 drying rooms

4 stores

4.6.2 Layout



4.6.3 Site Security

Please see 4.5.4.1 Site Compound.

4.7 Arrangements for Controlling Significant Site Risks

This project is considered relatively [medium/high]-risk, although all work activities will be risk assessed. High risk activities that are identified will be subject to additional controls.

Hemiko have systems in place to control high risk site activities including the following:

- Working at height

- Excavations
- Underground Services
- Overhead Services
- Confined Spaces
- Temporary works
- Electrical Works
- Demolition or Dismantling
- Vehicle Movement

Please refer to:

- Appendix 6 - H&S Management System - High Risk Activities

4.8 Higher Risk Works On This Project

Ref No	Describe Hazard and associated Risk	Element	Initial Risk Category	Risk Owner	Proposed Intervention to Remove, Reduce or Control Risk	Revised Risk Category
1.	Working on a live site – multi-storey car-park and adjacent land, highways etc	Construction	**Medium**	Principal Contractor	Adequate protection to be provided to all working areas to segregate the public from the construction works and reduce the transmission of any hazards such as dust, debris, noise and vibration. Designated transit routes to be segregated and suitable pedestrian routes to be established. Plant and material deliveries to the site are to be planned and coordinated to have minimal interface with the existing site activities and the surrounding road network.	**Low**
Ref No	**Describe Hazard and associated Risk**	**Element**	**Initial Risk Category**	**Risk Owner**	**Proposed Intervention to Remove, Reduce or Control Risk**	**Revised Risk Category**
2.	Site Security	Construction	**Medium**	Principal Contractor	Adequate security should be provided during hours of work to prevent unauthorised entry to the site. It is recommended that the site be subject to some form of 24-hour security cover to prevent unauthorised access to site out of working hours.	**Low**
3.	Site logistics and deliveries	Construction	**Medium**	Principal Contractor	The passage of goods, materials and operatives to and from the site will require coordination & efficient planning to minimise any adverse effect on the activities of the adjacent trading demises and surrounding highways. Control and management of vehicle movement, deliveries, offloading, use of banks man, provision of turning areas/one-way routes, segregation of pedestrian routes etc. will need careful consideration.	**Low**
4.	Accidental impact with buried services infrastructure	Construction	**High**	Principal Contractor	Service /utility drawings and information in relation to the routes and locations of services supplied to the respective sites are to be reviewed to understand as far as is reasonably practicable where existing services are located. Permit to work system to be utilised for work on or near any existing services to include the use of cable avoidance tools as necessary. Suitably qualified competent contractors to locate and isolate services prior to commencing work. Operatives should be buried services trained. Safe digging practices to be adopted in line with HSE Guidance for excavations to avoid service strikes.	**Medium**

Ref No	Describe Hazard and associated Risk	Element	Initial Risk Category	Risk Owner	Proposed Intervention to Remove, Reduce or Control Risk	Revised Risk Category
5.	Manual handling – risk of musculoskeletal injuries	Construction	Medium	Principal Contractor	All manual handling activities require consideration through risk assessment, with the risk mitigated using mechanical aids wherever possible to move equipment and materials into place. Appropriate lifting equipment should be utilised to lift equipment into place.	Low
6.	Risk of Exposure to Asbestos	Construction	High	Client/Principal Contractor	Buildings constructed pre-2000. Asbestos Management Surveys have been obtained for all relevant buildings. Asbestos containing materials (ACMs) have been identified or strongly presumed to be present within the buildings. Refurbishment & Demolition Surveys must be carried out of the areas where the DHN connections will penetrate the buildings to identify the presence of ACMs that could be disturbed during the construction work. Any ACMs which are likely to be disturbed by the construction works are to be removed by a competent asbestos contractor in accordance with HSE asbestos guidelines, safe method of removal and statutory risk assessments and method statements. All operatives must remain vigilant to the chance of locating further asbestos. Should any further ACMs be identified, works to the area should cease and no works are to proceed without the correct, relevant and safe actions in place. All contractors to have undertaken Asbestos Awareness training prior to commencing the construction works.	Medium
Ref No	**Describe Hazard and associated Risk**	**Element**	**Initial Risk Category**	**Risk Owner**	**Proposed Intervention to Remove, Reduce or Control Risk**	**Revised Risk Category**
7.	Work at height	Construction	High	Principal Contractor	Appropriate access equipment to be used considering the activity and the risks associated with that activity. Step ladders should be used as a last resort when other more appropriate equipment cannot be used which protects the operative from falls. Where step ladders are available on site then they need to be carefully controlled by the site management team using a permit to work system. All access equipment proposed must be subject to valid thorough examination and MEWPs/Scissor lifts operated by suitably competent persons (e.g., IPAF). Scaffold towers should be erected by competent persons holding valid (PASMA) certification. Fixed scaffolding must be erected and checked weekly by a competent scaffolding contractor. The NASC Safety Guidance SG4:22 Preventing Falls in Scaffolding Operations must be followed.	Medium
8.	Insufficient lighting on site	Construction	Medium	Principal Contractor	Task lighting should be provided to ensure contractors are not working in areas of darkness where risks may be greater.	Low
9.	Excavations	Construction	High	Principal Contractor	All excavations must be pre-planned in accordance with the Health and Safety Executive (HSE) Guidance Note HSG185 Health and Safety in Excavations "Be Safe and Shore". Any excavations must be adequately supported to prevent collapse. All excavation works should be undertaken with a Permit to Work system in place. The contractor must determine accurately the location of all underground services that may be within the site boundary before any excavation work is undertaken. All work on or adjacent to underground services shall be carried out in accordance with current legislation and the HSE guidance HS(G) 47 - Avoiding danger from underground services. Rescue systems to be in place prior to works commencing. Safe means of access should be provided to excavations. Ladders must be in good condition, extend 1 metre above the excavation edge and be secured Heavy equipment should be kept away from trench edges. Where vehicles have to tip materials into excavations, stop blocks should be used to prevent them from over-running. Barriers strong enough not to collapse if someone falls against them should be provided to prevent people & materials from falling in. Exclusion zones around excavations are required at all times.	Medium

					During excavation work the surrounding areas must be maintained in an orderly and tidy condition. There should be safe systems of work to prevent people from being struck by plant. Flooded trenches should be "de-watered" as quickly as possible. Once emptied the trench is to be fully inspected prior to entry. Competent supervisor to be on the ground level to maintain communication and line of sight during work. Inspections of excavations should be carried out prior to each shift and after any event likely to affect strength or stability. Secure any deep excavations overnight to prevent human/animal entrapment.	
10.	Installation of large heavy plant – manual handling injuries, crush injuries	Construction	**High**	Principal Contractor	Specialist lifting equipment is to be utilised by competent, suitably trained operatives. Sufficient lift plans to be developed and approved by competent persons ahead of conducting any such lifts of the large heavy plant. Work areas are to be segregated from non-essential personnel during the installation process and a sufficient exclusion zone established around the lifting area. All lifting equipment is to be inspected / tested as required by LOLER. Proposals for the works are to be clearly documented by RAMS and arrangements detailed in the construction phase plan.	**Medium**
11.	Protection of members of the general public from the construction work	Construction	**Medium**	Principal Contractor	Adequate site hoardings, fencing etc. to be provided to working areas to segregate members of the public from the works. Plant and materials to be delivered to the working areas are to be planned and coordinated to have minimal interface with pedestrians, other road users and the surrounding road network. Scaffolding that encroaches over the pavement/highway will require a licence under Section 169 of the Highways Act 1980 issued by the local Highways Authority. If work is likely to pose a risk to members of the public, an application for a footpath or road closure should be obtained to eliminate the risk of a member of the public being injured. Erection and dismantling must be done inside a segregated area and during times when fewer members of the public are in the vicinity. Guard rails, toe boards and other similar barriers must be provided to prevent a person or any material or object from falling from a place of work. Protection gantries and/or scaffold fans should be installed to prevent the risk of objects being dropped onto pedestrians or vehicles from scaffolding.	**Low**
12.	Construction – Structure / Loadings – risk of overloading	Construction	**Medium**	Principal Contractor	Note any load restrictions on the structure such as the roof areas and consider the structural weights of any new equipment proposed for installation to these areas (including any equipment used for construction) and ascertain if any further structural surveys are required.	**Low**
Ref No	**Describe Hazard and associated Risk**	**Element**	**Initial Risk Category**	**Risk Owner**	**Proposed Intervention to Remove, Reduce or Control Risk**	**Revised Risk Category**
13.	Stability of existing structures during works	Construction	**Medium**	Principal Contractor	Works are to be planned and managed appropriately and undertaken by competent persons. Any temporary works for support structures & hoardings are to be adequately designed. A Temporary works coordinator should be appointed. A structural engineer's guidance should be sought prior to undertaking alteration works.	**Low**
14.	Collapse of crane lifting zone / damage to underground services, sewers, drains etc. during crane lifts	Construction	**High**	Principal Contractor	Relevant surveys and investigations to be undertaken in any proposed crane lifting zones to identify underground services, sewers, drains etc. Adequate spreader plates / ground protection to be provided to outriggers. A suitable lifting plan to be developed by a competent contractor and approved ahead of any such lifts considering the installation of roof plant. A temporary road closure permit will be required from the local Highways Authority.	**Medium**
15.	Risk of electrocution when installing/working on/removing services.	Construction	**Medium**	Principal Contractor	Electrical works should be controlled under a permit to work system. All service connections/isolations are to be made by competent persons only and they should be tested to confirm that they meet statutory requirements.	**Low**
16.	Health risks associated with Guano/Bird droppings/Rats	Construction	**Medium**	Principal Contractor	There may be guano / bird droppings on roof areas. Breathing dust or water droplets containing contaminated bird droppings can lead to several diseases including Psittacosis or Salmonella. Prevent any dust getting into the air by wetting down the work area. Do not use high-pressure washers as this creates contaminated airborne droplets. Consider using plastic sheeting to prevent contamination spreading. Weil's Disease (Leptospirosis) is a form of a bacterial infection also known as Leptospirosis that is carried by animals, most commonly in rats and cattle. It can be caught by humans through contact with rats, most commonly occurring through contaminated fresh water. Follow good basic hygiene including regular hand-washing and use of nailbrushes and avoid hand to mouth/eye etc contact. Allow operatives to take rest breaks, including meals and drinks, away from the work area.	**Low**
17.	Hazardous substances	Construction	**Medium**	Principal Contractor	Defined separation zones / distances to be in place when working with hazardous substances. Careful consideration to be given to the storage and transport of COSHH items.	**Low**

18.	Unauthorised Waste Removal	Construction	**Medium**	Principal Contractor	Suitable locations should be identified for the storage of waste for the duration of the works. These should be within the site compound and secured to prevent risk of injury to operatives and to reduce risk of site fires. Where possible lockable skips are to be utilised to prevent theft and risk of arson. Any contaminated materials should be disposed of in line with the appropriate regulations (COSHH etc). Licences for waste carriers should be checked to ensure valid/current. The management of waste removal should be considered within the Construction Phase Plan.	**Low**
19.	Lack of suitable control measures for noise / dust / vibration	Construction	**Medium**	Principal Contractor	Suitable measures to control noise, dust and vibration should be identified within the Construction Phase Plan. Job rotation, selection of tools and pre-existing health conditions of operatives should be considered in relation to noise, dust & vibration hazards. Dust extraction and suppression to be utilised to cumulatively reduce the migration of dust to other areas where necessary. Where dusts masks are identified as required through risk assessment, these should be subject to face fit testing and copies of relevant certification should be available onsite. Low magnitude percussive tools should be proposed for use and additional controls to be identified within the relevant task RAMS. Exclusion zones with signage should be implemented where noise is above 80db for significant periods of time, with hearing protection made available to operatives. Hearing protection should be determined by conducting noise assessments of the works and works areas.	**Low**
20.	Poor Housekeeping (slips, trips, falls and fires)	Construction	**Medium**	Principal Contractor	Ensure that the site is maintained in a clean and tidy manner. Cables should not be left trailing at ground level, waste and materials should be safely stored and removed on a regular basis to reduce fire loadings, slips, trips and falls etc.	**Low**
21.	Confined Spaces	Construction	**High**	Principal Contractor	Avoid confined space work where possible. If not possible, assess the risks and plan how they will be controlled. All operatives to be confined space trained and competent in working in confined spaces. This includes the awareness of sources or signs of gases. No plant or vehicles to be placed near any chamber openings to prevent exhaust fumes from entering the confined space. Operative(s) entering the space must wear appropriate PPE and carry a calibrated portable gas detector. Tripod rescue/access system to be installed and all operatives entering confined spaces to be wearing a harness prior to entry and be clipped onto a winch and tripod system. Trained and competent topman to be in attendance at all times, while maintaining a line of sight and communication with operative(s) within the chamber. Exclusion zone to be created around chamber opening to prevent other personnel from falling in or walking near chamber opening. All open chambers and pits are to be cordoned off and protected and not be left unattended.	**Medium**
22.	Extreme or inclement weather	Construction	**Medium**		For outdoor and roof works – consider the safety of personnel and materials during extreme or inclement weather such as snow, ice, wind, heavy rain and strong sun.	**Low**

4.9 Fire, Flood and Emergency Procedures

Please also refer to:

- Appendix 2 - Fire & Emergency Plan

4.10 Site Access

Please see below for locations of access to the site compound and access to the construction zone.

Times for Delivery:	Earliest arrival on site: **8.00am** Must be off site no later than: **5.00pm** Please arrange access 24hours ahead of time to ensure you can be met on site by someone. All major deliveries are to be arranged in advance
Site Address:	Hemiko Teville Gate Worthing BN11 1UR
Site Contact:	Chris Horner

4.10.1 Logistics Issues

Special care must be taken to be aware of surroundings and of particularly congested times of the day.

4.10.2 Access For Emergency Services [to construction site 1]

Emergency service vehicles will enter the compound at the main entrance.

4.10.3 Refuse Access Arrangements

[N/A]

4.10.4 Parking Access Arrangements

Parking bays are available at the site compound, all vehicles must reverse park.

The parking of vehicles of site operatives and visitors:

Site operative and visitor parking will be available at the dedicated site compound based at Teville Gate – Worthing. Site logistics will follow a site-based traffic management plan for deliveries, material loading, and unloading. These areas will be segregated for safe passage vehicles and site-based operatives. A dedicated site-based supervisor will coordinate delivery times and traffic flow to and from the main access and egress gates onto Teville Road.

There will be no operative and visitor parking allocation within the agreed construction work zones on the highway. These zones and the associated traffic management solutions are pre agreed with the West Sussex County Council Highways department and form the basis of the road space booking permit being issued. Construction critical vehicles such at excavators, dumpers, vacuum excavators, waste spoil grab wagons, welding equipment vehicles, and traffic management vehicles will be allowed to access, egress and park within the agreed secured works zones located on the highway.

Please also refer:

- Appendix 7- Traffic & Logistics Plan
- Appendix 8 - Subcontractor Traffic Management Plan

4.10.5 Site Access for Client Representatives

Pre-arranged and unannounced site visits by both Client and their appointed representatives are welcomed during regular site hours. We ask that anyone who wishes to enter the works area first comes to the site office to sign in and announce their visit to the site manager. The site manager retains the right to request an alternative time for a visit should site activities mean a visit at that time is not appropriate.

Anyone who will be entering the works areas will be required to undertake a site induction and have the minimum 5 points of PPE – hard hat, hi-vis and safety boots, glasses, and gloves.

4.10.6 Site Compound Access

Teville Gate, Teville Road, Worthing, BN11 1UR.

4.10.7 Vehicle Routes / Site Plan

Access to site from main roads:



General vehicular and walking routes around site:

4.10.8 Site Compound Entrance:

Please see 4.6.2 Layout for a detailed map of the compound.

4.10.9 Pedestrian and Vehicle Segregation within the Site Compound

The following action have been considered to help keep pedestrians and vehicles apart:

- Entrances and exits – Pedestrian walkways and specified crossing ways have been constructed on site to separate plant and people.

To limit the number of vehicles on site:

Access to vehicles should be managed and people alerted to the risk.

4.10.10 Site Parking Arrangements

Parking has been provided on site.

4.10.11 Site Traffic Coordination

Deliveries will be given set times to arrive.
Delivery instructions will be sent to all suppliers and contractors.
Trained site staff must assist when delivery vehicles are accessing the site, or parking on the highway adjacent to the site.
Banksmen will (Subcontractor Supplied) ensure the safe passage of pedestrians and vehicular traffic in the street when vehicles are being loaded or unloaded.

4.10.12 Turning Vehicles

The need for vehicles to reverse should be avoided where possible as reversing is a major cause of fatal accidents.

4.10.13 Protection of the Public During Deliveries

Temporary barriers and banksman will be used to protect the general public during delivery of plant and materials and during works along the public highway.

4.10.14 Materials Storage

Storage of materials is permitted in the site compound in the designated areas. Storage may be permitted at other locations along the site as the works progresses if these do not enlarge the construction site area or impeding safe movement and are agreed.

A COSHH container is available for storage of hazardous materials.

4.10.15 Site Cleanliness

We will monitor the state of the construction site, adjacent public roads, and the hoarding signage regularly to ensure they are kept in a reasonable state of cleanliness.

4.10.16 Dust Suppression

Nuisance dust emissions from construction and other civil engineering activities are a common and well-recognised problem. Fine particles (less than 10 mm in diameter, known as PM10) from these sources are now recognised as significant causes of pollution. Owing to their small size, they can be carried from sites even in light winds and may therefore have an adverse effect on the local environment and on the health of local residents, as well as on those working on the site. Dust emissions arising from construction activities can cause nuisance both within the site and outside the site boundary. Within the site, dust can cause mechanical or electrical faults to equipment, such as computers, and will increase abrasion of moving parts in plant and clogging of filters. In the surrounding environment, it can cause annoyance to neighbours by the soiling of property, in particular, windows, cars, and of washed clothes that have been hung out to dry.

Dust control methods employed by Hemiko are:
Site traffic – Management

- Restrict general site traffic to watered or treated haul roads.
- Keep vehicle movements to a minimum.

Site traffic – Speed control

- Limit vehicle speeds – the slower the vehicle speeds, the lower the dust generation.

Speed is restricted to 5mph across the Teville Gate site.

Hemiko will also dampen down any areas where dust is assessed to be an issue.

4.10.17 Wheel Washing Facilities

The main site compound at Teville gate is located on hard standing and will not require wheel washing facilities.

The works within the highways will not require localised wheel wash facilities.

The works within Homefield Park will be monitored as heavy-duty travel mats will used within the work zone, including access/egress routes to and from the work zone to mitigate the transfer of spoil to footpaths and the highway and to also protect the existing ground conditions.

Waste classification tests will be carried out in each work zone, followed by a WAC (Waste Acceptance Criteria) test. Essentially, a waste classification test states what's in the soil and a WAC test states where it can go. This information is passed on by the waste producer (Hemiko) to the landfill operator to ensure the correct procedure (if required) is followed.

Hemiko have also allowed for periodic road sweeping as and when required. This will be monitored by both Hemiko and West Sussex highways.

Where applicable, vacuum excavator equipment will be used. This method reduces the potential of spoil transfer from the work zone.

4.11 Traffic Management Plan

Please refer to:

- Appendix 7 - Traffic & Logistics Plan
- Appendix 8 - Contractor Traffic Management Plan

4.12 Deliveries, Waste Collection and Storage

Site Compound – Teville Gate:

All loading and unloading of plant and materials required for the construction phase will be carried out by certified operators in line with the relevant approved Risk Assessments and Method Statements. The methodology will remain the same thought the lease lifecycle with the location and environment changes factored into each procedure. The loading/unloading activities will take place within the confines of the Teville Gate during normal working hours, with additional banksman requirements undertaken for vehicle access and egress.

Regular inspections from the Hemiko Management Team will monitor and record delivery activities and the impact on pedestrian, contractor, vehicle, and environmental safety.

Due to the nature of construction materials requiring special delivery and offloading requirements, Hemiko's process is that these will be identified pre-delivery and specific areas within the site compound will be segregated ahead of delivery from non-associated contractors and vehicles.

Work zones within the highway:

All loading and unloading of plant and materials required for construction within the agreed secured work zones within the highway will be carried out by certified operators in line with the relevant approved Risk Assessments and Method Statements. The methodology will remain the same throughout the project lifecycle with the location and environment changes factored into each procedure. The loading/unloading activities will take place within the confines of the agreed secured work zone during normal working hours, with additional requirements taken for vehicle access and egress to the secure areas being outside of peak traffic times. This is also agreed as part of the road space permit conditions.

Regular inspections from the West Sussex highways team will monitor individual work zones and the impact on pedestrian and vehicle safety. Any pre-agreed traffic management solutions that require enhancing can be carried out and the permit paperwork updated to reflect.

Waste Collection:

Hemiko operate a policy of collecting general mixed waste produced on site in skips stored securely within the main compound at Teville Gate. These are exchanged on a regular basis as the skips are filled.

The nominated site waste contractor removes waste to their holding yard where waste will be segregated and quantified. They will determine waste suitable for refuse and recycling.

COSHH waste must be removed from site by the contractor who generated the waste. This is NOT to be disposed of in the general waste skip.

Each Subcontractor is responsible for the removal and disposal of pallets supplied under their Work Package. All subcontractors should take action to reduce waste on site.

Hemiko has its own waste carriers' licence (CBDL250624) for any employees removing waste from site in their vehicles.

Storage:

Bulk deliveries of materials such as the pre-insulated pipework, fittings, highway reinstatement and vehicles to transport said materials will be securely stored at the main construction compound located at Teville Gate. This is to keep the work zones within the highway free of excess hazards and to allow the construction operatives to call off when material is required. When material is delivered to the work zones, this will be outside of peak travel hours and in line with the road space book permit conditions. Any material that can be dangerous to health and falls under COSHH regulations will be stored within localised secure COSHH cabinets within the work zone and removed and stored within secure COSHH cabinets at the main compound at the end of every shift.

Any material used for temporary works e.g. fencing, edge protection, and trench shoring will be kept within the main compound with a small supply kept tidy and isolated within the localised work zones. This is to allow for works progression and any safety enhancements that are required.

When not in use, all plant and materials used for construction will be securely stored at the main construction compound at Teville Gate.

4.13 Neighbouring Land Usage

Energy Centre:

Neighbouring land is owned by Worthing Borough Council and consists of the existing multi story carpark. West Sussex County Council Highways (High Street, Ann Street, Chatsworth Rd) are in the proximity and surround the site on the South, East, and North elevations.

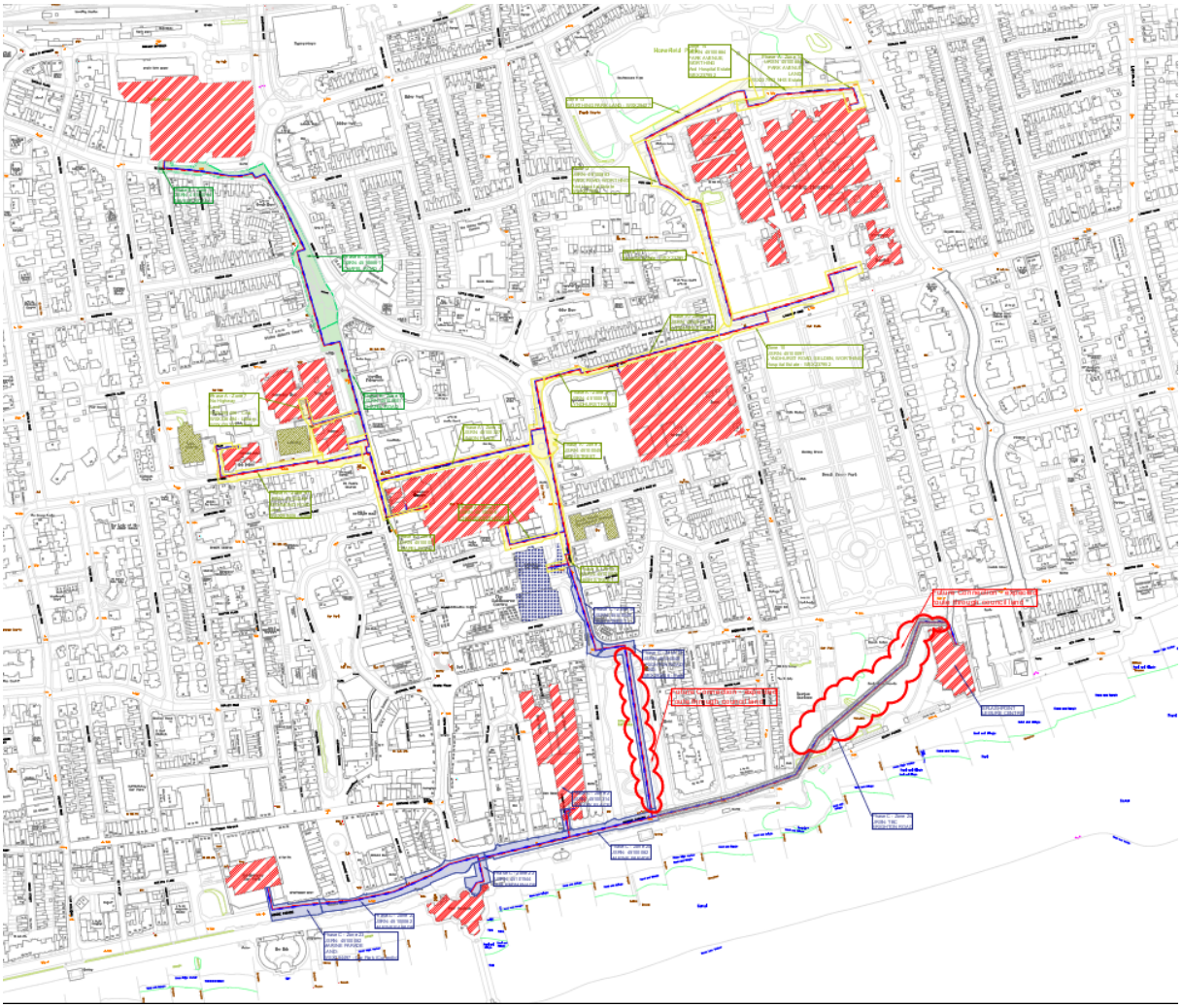
Heat Network route:

Contained predominately within the Highway, the network route passes residential, council, and commercial properties. The route passes through existing Worthing Hospital owned land, customer owned land and Parkland. Special care will be taken to engage with residents, businesses, and stakeholders of any intended works. Hemiko have signed up to strict access protocol measures which allow sufficient notice prior to any works. Working within the Highway will follow the permit system as per West Sussex Highways.

Currently in planning or development:

Old Gasworks site – Lyndhurst Road – Berkley Homes
Union Gardens – Union Place – Roffey Homes
Teville Gate – Teville Gate – Homes England

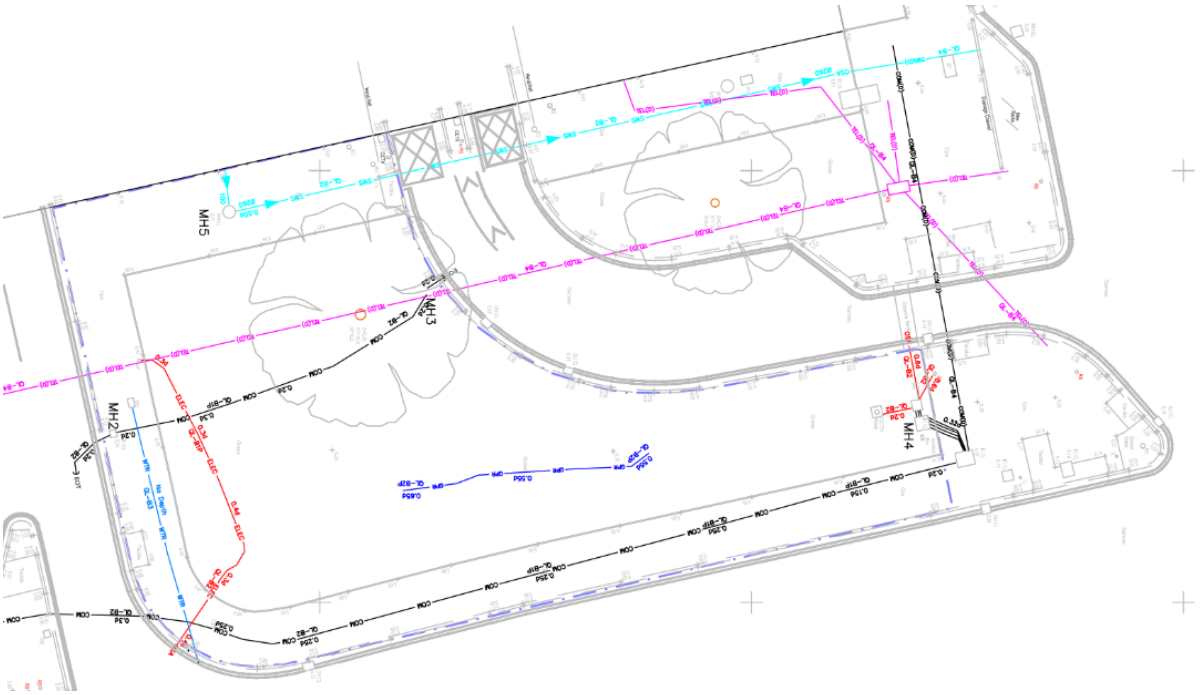
Please refer to route and potential development map:



4.14 Site Services

Utility searches have been obtained and a detailed GRP scanning plus topography survey exercise carried out for both the Energy Centre Location and the Heat Network route (Pioneer phase)

Example of Energy Centre location GPR:



Link to GPR survey and utility search results

4.15 Ground Conditions / Water Courses / Underground Structures

For detailed information please refer to the Pre-Construction Information File mentioned at 2.5

Link to Energy Centre GI report

4.16 Existing Structures

For detailed information please refer to the Pre-Construction Information File mentioned at 2.5

Link to MSCP Original Construction Drawings

5. HEALTH HAZARDS

5.1 Asbestos

Customer connection buildings have had Asbestos refurbishment and demolition surveys undertaken.

Link to Asbestos surveys

5.2 Manual Handling

Construction activities which are to be assessed

Trade	Activity	Mitigation
Heat Mains installation	Movement of pipes, joint sleeves, foam packs underground chambers etc to the site	The sub-contractors are to give detail within the Risk Assessment and Method Statements on how the operations are to be controlled
Mechanical	On site fabrication and assembling of connection pipework in block plant rooms.	The sub-contractors are to give detail within their RAMS on how the operations are to be controlled.
Electrical and Control Wiring	Wiring Containment installation and panel positioning.	The sub-contractors are to give detail within the RAMS on how the operations are to be controlled.
Water Treatment	Positioning of temporary flushing and treatment plant	The sub-contractors are to give detail within the RAMS on how the operations are to be controlled

5.3 Noise

Effective management of noise within the site compound and localised work zones is crucial to ensure compliance with regulatory standards and minimise disruption to surrounding areas. Hemiko is committed to addressing these concerns by producing a comprehensive Noise Management Plan, adhering to current best practices and legislative requirements. This plan will align with the latest British Standards, including BS 5228-1:2009+A1:2014, which provides guidelines for noise and vibration control on construction and open sites, and BS 7445-1:2003, which covers the description and measurement of environmental noise. By implementing these standards, Hemiko aims to mitigate noise impact and enhance site operations.

Trade/Area	Activity	Mitigation
Teville Gate Compound	Deliveries	Deliveries will be restricted to specific times, and not outside of normal working hours. Engines will be turned off unless used for powering lifting equipment. E.g. Vehicle mounted Hi-ab.
Teville Gate Compound	Plant movements	Although morning plant movement is unavoidable, Hemiko will prepare morning activities by reverse parking plant with reversing sounders the shift previously.
Teville Gate Compound	Diesel Generator	The main generation plant will be removed from site once permanent power has been connected. The generation plant is fitted with an acoustic cloak to help dampen an operational noise.
Heat Mains civil works - Highway	Excavation and re-instatement work.	The sub-contractors are to give details within the Risk Assessment and Method Statements on how the operations are to be controlled

5.4 Vibration

Trade	Activity	Mitigation
Heat Mains civil works	Excavation and re-instatement work.	The sub-contractors are to give detail within the Risk Assessment and Method Statements on how the operations are to be controlled

5.5 Hazardous substances on site

Please see a schedule of substances which are perceived to be utilised in the delivery of the construction actives. Where noted it is assumed, these are to be identified with the relevant sub-contract team and assessed for any Health, Safety and Environmental impact before permission to use these products is granted.

COSHH implications in all cases are to be relayed from sub-contractor and detailed in RAMS.

All COSHH substance are to be stored within containerised the COSHH store.

Substance	Use	Mitigation
Water Treatment Chemicals	Treating the new system for prevention of decay through oxidization and biological growth.	Stored to manufactures directions
Jointing Compounds (Assumed)	Jointing Pipework	Stored to manufactures directions
Foam Packs	District Heating outer casing insulation filler	Stored to manufactures directions
Paints (Assumed)	Painting internal pipework in plant rooms	Stored to manufactures directions

5.6 Contaminated Land Including Results of Surveys

No contaminants found when Ground Investigation undertaken at the High Street Energy Centre site.

Link to GI report

Further periodic testing will be undertaken for the Heat Network route.

5.7 Ionising / UV Radiation

None identified.

5.8 Existing Structures Containing Hazardous Materials

Link to Asbestos reports.

5.9 Health Risks Arising from Client's Activities

None anticipated or reported.

Detailed information regarding customer connection heating enhancements will be included when available.

5.10 COVID-19

In March 2020 the Covid-19 / Coronavirus pandemic changed when and how works can be carried out. Hemiko have implemented the Site Operating Procedure as issued by the Construction Leadership Council (CLC). This sets out how construction works can be safely carried out to minimise the risk to operatives and the public.

Our site works have been assessed and we consider that works can safely continue.

6. THE HEALTH AND SAFETY FILE

6.1 Outline of Information to be Provided:

The importance of the health and safety file for both internal us and that of our client is acknowledged.

This document will be collated by the Project Manager with the assistance of the designers, installers, and suppliers. Mention will be made of aspects of the installation that may carry an elevated risk when working on or near them.

- A brief description of the work carried out.
- Residual hazards and how they have been dealt with (e.g. surveys or other information concerning asbestos, contaminated land, water bearing strata, buried services, etc.)
- Key structural principles incorporated into the design of the structure (e.g. bracing, sources of Page **24** of **38** substantial stored energy – including pre or post tensioned members and safe working loads for floors and roofs, particularly where these may preclude placing scaffolding or heavy machinery there.)
- Any hazards associated with the materials used (e.g. hazardous substances, lead paint, special coatings which should not be burnt off.)
- Information regarding the removal or dismantling of installed plant and equipment (e.g. lifting arrangements.)
- Health and Safety information about equipment provided for cleaning or maintaining the structure.
- The nature, location and marking of significant services, including underground services, gas supply equipment, firefighting services, etc.
- Information and as built drawings of the structure, its plant and equipment e.g. the means of safe access to and from the services voids and risers, fire doors and safe fire compartments.
-

The file for the DH works will include:

- Design principles.
- Construction design including standard details and specifications.
- As-built design of all installed spaces, all plant & pipework, all electrical & control elements.
- O&M information for all plant.
- Manuals and data sheets for all plant.
- Testing and commissioning certificates.
- COSHH information.
- Design risk assessment and residual risk assessment.
- Residual Risks.
- Description of operation on any control system.
- Recommended spares list.
- Full asset listing
- Preventative maintenance schedule.

APPENDIX 1 - PROGRAMME OF WORKS

To be updated regularly with any significant changes. Live master version held on Procore.

ID	Task Name	Start	Finish	Duration	% Complete
1	Development Kick off	11/05/2023	11/05/2023	0 d	100%
2	Concessionary Agreement Signature	12/12/2023	19/04/2024	89 d	100%
3	Financial Close: All CP's Satisfied	16/02/2024	16/02/2024	0 d	100%
4	**CDM Appointments and Activities**	**20/11/2023**	**04/06/2025**	**388 d**	**74%**
17	**Target Milestones**	**01/05/2025**	**12/12/2025**	**158 d**	**0%**
18	**Connection Heat On Dates - Contract**	**01/05/2025**	**01/10/2025**	**106 d**	**0%**
25	**Connection Heat on Dates - Actual**	**07/05/2025**	**12/12/2025**	**155 d**	**0%**
32	**Project Development Phase**	**27/04/2023**	**09/05/2024**	**265 d**	**100%**
153	**Energy Centre Detailed Design and Build**	**20/12/2023**	**19/05/2025**	**354 d**	**38%**
154	**Mobilisation Drivers**	**20/12/2023**	**28/03/2025**	**321 d**	**100%**
166	**RIBA 4 - Technical Design**	**29/12/2023**	**24/09/2024**	**186 d**	**82%**
374	**Delivery Packages Procurement**	**28/02/2024**	**10/01/2025**	**220 d**	**0%**
471	**Suply Chain Mobilisation**	**03/06/2024**	**10/01/2025**	**156 d**	**4%**
518	**Construction Phase**	**07/05/2024**	**17/04/2025**	**155 d**	**0%**
575	**Commissioning Phase**	**10/01/2025**	**06/05/2025**	**80 d**	**0%**
611	**Documentation**	**02/05/2025**	**19/05/2025**	**10 d**	**0%**
627	**UGHN (Underground Heat Network) & Heat Stations**	**20/11/2023**	**17/12/2025**	**527 d**	**15%**
628	**UGHN - Phase A**	**20/11/2023**	**17/12/2025**	**527 d**	**15%**
629	RIBA 3 Design of all Zones complete	04/12/2023	04/12/2023	0 d	100%
630	**Detailed Design - CP1 Stage 4 - RIBA 4**	**22/01/2024**	**25/07/2024**	**130 d**	**83%**
652	**Pipe Procurement**	**20/11/2023**	**04/07/2025**	**410 d**	**82%**
667	**Traffic Management - Sec50 Application submitted as whole Li...**	**03/04/2024**	**06/11/2024**	**153 d**	**11%**
720	**Mobilisation for Self Delivery Civils and Mechanical Teams**	**22/04/2024**	**17/12/2025**	**422 d**	**3%**
829	UGHN - Phase B - TBC	10/09/2024	10/09/2024	0 d	0%
830	Phase (B) Zone (15) - Trench Length (967) mtr	10/09/2024	10/09/2024	0 d	0%
831	UGHN - Phase C - TBC	10/09/2024	10/09/2024	0 d	0%
832	Phase (C) Zone (19) - Trench Length (1459) mtr	10/09/2024	10/09/2024	0 d	0%
833	**Building Connections**	**22/04/2024**	**15/12/2025**	**420 d**	**0%**

APPENDIX 2 - FIRE & EMERGENCY PLAN

Fire & Emergency Plan

APPENDIX 3 - SUBCONTRACTOR MONITORING & COOPERATION

HEM-GEN-DOC-HS-017 - Subcontractor Monitoring & Cooperation

Link to Document

APPENDIX 4 - H&S STRATEGY

HEM-HSE-PO-001-Vn.01 Inaugural Health & Safety Strategy

Link to document

APPENDIX 5 - DOCUMENT ISSUE & DESIGN CHANGE PROTOCOL

PP-GEN-DOC-HS-012 - Document Issue & Design Change Protocol – UPDATE TO HEMIKO BRANDING

Change Protocol policy is currently under review due to the rollout of Procore software. Current document will be updated to reflect.

Link to Document

APPENDIX 6 – MANAGEMENT OF HIGH-RISK ACTIVITIES

HEM-GEN-DOC-HS-008 - H&S Management System - High Risk Activities

Link to Document

APPENDIX 7 - TRAFFIC & LOGISTICS PLAN

Traffic & Logistics Plans

APPENDIX 8 - CONTRACTOR TRAFFIC MANNAGEMENT PLAN

Contractor Traffic Management Plan