BUCKINGHAM GROUP CONTRACTING LIMITED

CONSTRUCTION PHASE HEALTH & SAFETY PLAN

To be read in conjunction with

Environmental Management Plan
Quality Management Plan
Traffic Management Plan
Site Emergency Preparedness & Response Plan
Site Waste Management Plan
Site Services/Utilities Plan
Buckingham Group, Group Procedures

FOR

CONTRACT NAME	**Brighton & Hove Training Ground Extension and Club Hub**		
CONTRACT ADDRESS	60 Mash Barn Ln, Lancing, BN15 9FP		
CONTRACT NUMBER	**C19034**		
CONTRACT DOCUMENT REF	**C19034**	**REVISION**	**01**
DATE PRODUCED	**02/07/2019**		

CONTENTS

1.0	**ALL WAYS SAFELY**
1.1	Introduction
1.2	Engagement
1.3	Measurement and Learning
1.4	Responsibility
1.5	Just Culture
1.6	Respect
2.0	**HEALTH & SAFETY ISSUES**
2.1	Introduction
2.2	Scope of Work and programme
2.3	Specific Client Requirements
2.4	Planning Permissions & Consents
2.5	Information Pack Contents
2.6	Project Objectives and Targets
2.7	Contact Directory
2.8	Project Organisation Structure
2.9	Project Management Team (Company Level)
2.10	Project Management Team Responsibilities
2.11	Work Co-ordination
2.12	Training, Awareness and Competence
2.13	Site Rules
2.14	Internal Consultation on Health & Safety matters
2.15	External Consultation on Health & Safety matters
2.16	Health, Safety and Environmental Inspections
2.17	Review of Health, Safety and Environmental Issues
2.18	Health and Safety Risk Assessments and Method Statement Schedule/Evaluation
2.19	COSHH
2.20	Fire/Arson Prevention
2.21	Storage of Flammable/Explosive Materials
2.22	Gas and fuel Storage
2.23	Site Security
3.0	**SITE HEALTH, SAFETY AND WELFARE ISSUES**
3.1	F10
3.2	Welfare Arrangements
3.3	Foul and Waste Water Arrangements
3.4	Drinking Water Arrangements
3.5	Food Preparation arrangements
3.6	Cleaning Arrangements
3.7	Pregnant Worker arrangements
3.8	Permits to Work
3.9	Safety Information
3.10	Working Hours
3.11	Health and Safety File
3.12	Statutory registers
4.0	**SITE ENVIRONMENTAL ISSUES**
4.1	Noise, Vibration and Dust Management
4.2	Site Boundaries and Lighting
4.3	Aspects and Impacts
5.0	**DOCUMENT CONTROL**
6.0	**TYPICAL HEALTH, SAFETY AND ENVIRONMENTAL FILING SYSTEM**
7.0	**REFERENCES**
APPENDIX 1	**ASPECTS & IMPACTS REGISTER**
APPENDIX 2	**RISK/ HAZARD REGISTER**

APPENDIX 3	**F10**
APPENDIX 4	**BGCL GROUP PROCEDURES**
APPENDIX 5	**AMEX ELITE FOOTBALL PERFORMANCE CENTRE RULES & REGULATIONS**
APPENDIX 6	**BRIGHTON TRAINING GROUND PHASING PLAN**
APPENDIX 7	**SITE SECURITY HOARDING**

This plan (GP.1006.F01) is directly linked to, and should be completed in conjunction with:

- **Group Procedure GP.1006 HSEQ Management Planning**

REVISION NUMBER	0	**DATE**	

SENIOR PROJECT MANAGER	Keith Wilson	**DATE**	29/05/19

REVISION NUMBER	1	**DATE**	

SENIOR PROJECT MANAGER	Keith Wilson	**DATE**	11/06/19

CONSTRUCTION PHASE H&S PLAN READ AND UNDERSTOOD BY:

NAME	POSITION	DATE	SIGNATURE	REVISION NUMBER
Kevin Underwood	Managing Director			
Oran McCloskey	Deputy Managing Director			
Russell Maud	Commercial Director			
Keith Wilson	Project Manager			
Gary Lucas	Senior Quantity Surveyor			
David Markham CMIOSH	Snr HSEQ Manager			
Martin Ferry	Site Manager			
Mike Jeffrey	Design Manager			
Jack Mathison	Supervisor			
Charlie Allen	Design Co-Ordinator			
John Eynon	Design Manager			
Ian Peck	Foreman			
George Wade	Quantity Surveyor			

1. All Ways Safely

1.1 Introduction

All Ways Safely is the Buckingham Group Behavioural Safety programme which will be actively promoted an all Buckingham Group sites and premises.

All persons entering site for whatever legitimate reason will be required to engage fully in the All Ways Safely Programme.

The All Ways Safely strategy is broken down into 5 key areas that will be addressed on this site as follows.

1.2 Engagement

Engagement on this site will be facilitated by:

ACTIVITY	PERSON RESPONSIBLE	IN ACTION BY (DATE)
Project Safety Committee Meetings	Project Manager	Once monthly
Direct Consultation	Project Manager	weekly Progress Meetings
Subcontractor Coordination Meetings	Project Manager / Site Manager / Works Manager	Subcontractor weekly Progress Meetings
Inductions, toolbox talks, RA/MS Briefings	Site Manager / Works manager / HSQE Manager	Site manager
Subcontractor weekly Progress Meetings	Project Manager / Site Manager / Works manager	Subcontractor weekly Progress Meetings

1.3 Measurement and Learning

Measurement and Learning on this site will be facilitated by:

ACTIVITY	PERSON RESPONSIBLE	IN ACTION BY (DATE)
Stop, Think & Review	Project Manager / Site Manager / Works manager / HSQE manager	Site Supervisors
Close Call Reporting	Project Manager / Site Manager / Works manager	Site Manager
Accident/ Incident Reporting	Project Manager / Site Manager / Works manager	Site Manager
Behavioural Safety Audits	Project Manager / Site Manager / Works manager	Site Supervisors
Weekly Site Inspection Trends (S19)	Team Rota	Site Team

1.4 Responsibility

Responsibility on this site will be facilitated by:

ACTIVITY	PERSON RESPONSIBLE	IN ACTION BY (DATE)
You-Said-We-Did Boards (In site accommodation-Briefing point)	Site Manager	
Promote/ Monitor/ Feedback Close Call Reporting	Project Manager / Site Manager	
Promote/ Monitor/ Feedback Stop, Think & Review	Project Manager / Site Manager	

1.5 Just Culture

Just Culture on this site will be facilitated by:

ACTIVITY	PERSON RESPONSIBLE	IN ACTION BY (DATE)
Just culture model explained in site Inductions	Site Manager	
Tool Box Talk sessions to be Implemented	Site Manager	
Just Culture Enforced on Site – Discipline will be based on error or violation	Site Manager (In conjunction with HSEQ advisor)	

1.6 Respect

Respect on this site will be facilitated by:

ACTIVITY	PERSON RESPONSIBLE	IN ACTION BY (DATE)
Site Induction	Site Manager	
Tool Box Talk sessions to be Implemented	Site Manager	Weekly by Site Team

2. Health & Safety Issues

2.1 Introduction

This Construction Phase Health & safety Plan (CPHSP) has been compiled by the Buckingham Group Contracting Limited project management team to comply with the Construction Design and Management Regulations 2015 (CDM) and the Buckingham Group Contracting Integrated Business Management System Manual.

The Plan forms the basis of health & safety management on the site and is tailored to suit the project.

The plan is a "live document" to be supplemented and/or revised as the project develops by the introduction of supporting documents such as Sub-Contractor method statements, risk assessments or any documentation relevant to the health and safety aspects of the project.

2.2 Scope of Work and Programme

Work Area Ref	Work Area		
		Commence	**Complete**
Site Wide			
29	**EARLY WORKS (PRE-PLANNING)** SITE ESTABLISMENT, ACCESS & HOARDINGS (ABBOTTS) EXTERNAL WORKS (ABBOTTS)	11/03/2019	05/07/2019
38	**MAIN WORKS** SITE ESTABLISMENT ACCESS & HOARDINGS	28/05/2019	02/12/2020
41	**EXTERNAL WORKS** DRAINAGE & SERVICE TRENCHES CONSTRUCT FOUNDATIONS/RELOCATE STAND TO NEW PITCH 4 NEW TOILET BLOCK REMOVE & STORE TOP SOIL EXSITING PITCH 4 BREAK OUT/REMOVE EXISTING STAND FOUNDATIONS CONSTRUCT TG4	03/06/2019	08/08/2019
49	**COVERED PITCH WORKS**	28/05/2019	01/11/2019

65	**BUILDING EXTENSION** SUBSTRUCTURE SUPERSTRUCTURE ENVELOPE FINSIHES FIRST FIX SECOND FIX FINAL FIX TESTING COMISSIONING LIFT INSTALLATION EXTERNAL WORKS (HARD & SOFT LANDSCAPING)	29/07/2019	10/07/2020
118	**REFURBISMENT** EXISTING U23 AREA (AREA 1) EXISTING RECEPTION/MANAGER/KIT STORE (A 2) EXISTING DOCTOR/TREATMENT ROOMS (AREA 3) EXISTING PHYSIO/TREATMENT ROOMS (AREA 4) FINAL T&C/CLIENT FIT OUT	08/05/2020	03/12/2020
139	**CLUB HUB** SUBSTRUCTURE SUPERSTRUCTURE ENVELOPE FINSIHES FIRST FIX SECOND FIX FINAL FIX FINAL TESTING COMISSIONING EXTERNAL HARD LANDSCAPING	21/10/2019	23/10/2020

(Dates to be confirmed once the contract has been signed)

2.3 Specific Client Requirements

The client specific requirements are defined on KSS drawings as per drawing list issued

2.4 Planning Permission and Consents

As the project progresses Buckingham Group Contracting Ltd will gain/apply for the correct environmental permissions or consents from the correct governing body (Environment Agency, Local Government).

A list of the consents that have been applied for and the date of consent are listed below:

PERMISSION/ CONSENT	CONSENTING BODY	DATE SUBMITTED	DATE OF CONSENT	REFERENCE
Planning Approval	Adur District Council	14/02/2019	22/05/2019	AWDM/0236/19
Building Control	Brighton City Council			
Demolition Notice				

Road Closures	Not required			
Working adjacent on the rail infrastructure	Not required			
Ground Water Discharge consent in water courses				
Project Notification	HSE – F10			

Copies of all applications/consents are located in the document control system.

2.5 Information Pack Consents

Details of Information available in the Information Pack supplied by the Client and further investigations carried out at the client's instruction are listed below:

ITEM	AUTHOR	DATE PREPARED	DATE RECEIVED	REFERENCE
Pre-Construction Information Pack	Club			
Ground Investigation Report	Buckingham			
Underground Services Information	Club O&M Record information			
Existing H&S Files from initial construction phase	Buckingham			

Copies of all information listed is located in the document control system.

2.6 Project Objectives and Targets

Our aim is for all members of staff to be given the opportunity to discuss and agree with their manager their accountability and authority for helping to achieve zero Health, Safety, Environmental and Quality issues or incidents.

OBJECTIVES AND TARGETS	RESPONSIBILITY	DATE ACHIEVED	DATE TO BE COMPLETED BY

Our aim is for all members of staff to be given the opportunity to discuss and agree with their manager their accountability and authority for helping to achieve zero Health, Safety, Environmental and Quality issues or incidents.

OBJECTIVES AND TARGETS	RESPONSIBILITY	DATE ACHIEVED	DATE TO BE COMPLETED BY
Health & safety – zero reportable incidents	Project Manager		Project completion
Environment – Zero reportable incidents	Project Manager		Project completion
Training – all personnel to receive a minimum of 1 HSE briefing per month	Project Manager		End of each month
The Construction – Health, Safety and Environmental Plan is to be reviewed monthly and revised as necessary including re-briefed and resigned by BGCL staff;	Project Manager		End of each month

Formal project health, safety and environmental inspections are to be undertaken and recorded on a weekly basis by the Project Manager or his/her nominee, with action dates and close-out dates recorded;	Project Manager		Weekly
Our goals are to ensure the workforce fully engage in our Behavioural Safety Culture	All site Team		Project completion
Health & safety – zero reportable incidents	All site Team		Project completion

2.7 Contact Directory

CLIENT				
NAME	The Community Stadium Limited			
	The American Express Community Stadium. Village Way Brighton		**CONTACT**	Mark Hooper Laura Collins Derek Chapman Martin Perry
			TEL. NO.	01273 878288
			FAX NO.	
	BN1 9BL	**EMAIL**	Mark.hooper@bhafc.co.uk Laura.Collins@bhafc.co.uk Derek.chapman@bhafc.co.uk martin.perry@bhafc.co.uk	

PRINCIPAL DESIGNER & CLIENT CDM ADVISOR				
NAME	CDM Services			
ADDRESS	Third Floor, One Mortimer St, London		**CONTACT**	Mr Alistair Duncan
			TEL. NO.	0844 544 2895
			FAX NO.	
POSTCODE	W1T 3JA	**EMAIL**	Aduncan@cdmservices.uk.com	

ARCHITECT AND PRINCIPAL DESIGNER				
NAME	KSS Design Group Ltd			
ADDRESS	1 James Street London		**CONTACT**	Andy Simons
			TEL. NO.	020 7907 2222
			FAX NO.	
POSTCODE	W1U 1DR	**EMAIL**		

PROJECT MANAGER				
NAME	The Community Stadium Limited			
ADDRESS	The American Express Community Stadium. Village Way Brighton		**CONTACT**	Mark Hooper Laura Collins
			TEL. NO.	01273 878288
			FAX NO.	

POSTCODE	BN1 9BL	**EMAIL**	Mark.hooper@bhafc.co.uk Laura.Collins@bhafc.co.uk Derek.chapman@bhafc.co.uk martin.perry@bhafc.co.uk

STRUCTURAL DESIGNER			
NAME	Mott MacDonald		
ADDRESS	10 Fleet Place London	**CONTACT**	Rob Hazel
		TEL. NO.	020 7651 0597
		FAX NO.	
POSTCODE	EC4M 7RB	**EMAIL**	Robert.Hazell@mottmac.com

PRINCIPAL DESINGER AND PRINCIPAL CONTRACTOR			
NAME	Buckingham Group Contracting Ltd,		
ADDRESS	Silverstone Road, Stowe, Buckingham, MK18 5LJ	**CONTACT**	Mr Kevin Underwood Mr Oran McCloskey
		TEL. NO.	01280823355
		FAX NO.	
POSTCODE	MK18 5LJ	**EMAIL**	Kevin.Underwood@buckinghamgroup.co.uk Oran.McCloskey@buckinghamgroup.co.uk

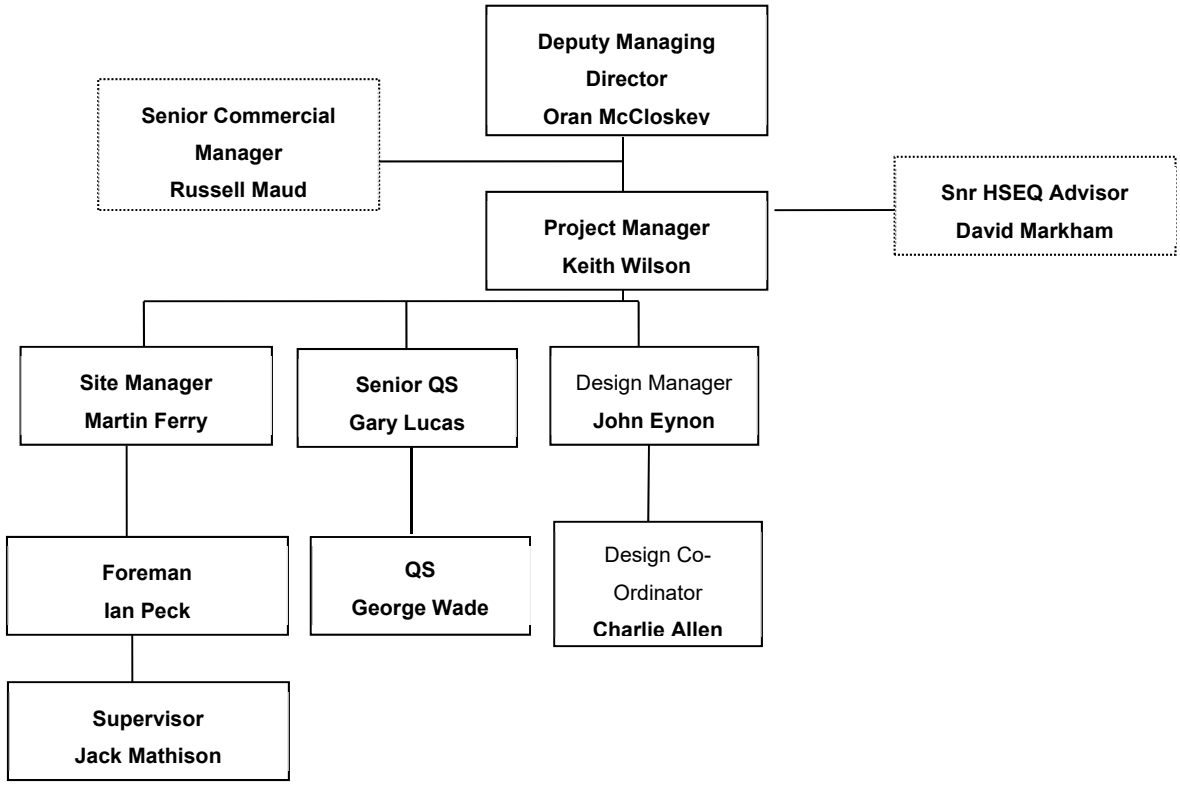
MECHANICAL/ELECTRICAL SERVICES CONSULTANT			
NAME	ME Engineers		
ADDRESS	57 Great Suffolk Street, London SE1 0BB	**CONTACT**	Chris Parsons
		TEL NO.	02074018382
POSTCODE	LS29 8JP	EMAIL	Martin.lewis@gdmp.co.uk

SNR HSEQ ADVISOR			
NAME	Buckingham Group Contracting Ltd		
ADDRESS	Silverstone Road, Stowe, Buckingham, MK18 5LJ	**CONTACT**	David Markham
		TEL. NO.	07980 999777
		EMAIL	david.markham@buckinghamgroup.com

CLIENT HSEQ MANAGER			
NAME	CDM Services		
ADDRESS	1 Mortimer Street, London	**CONTACT**	Alastair Duncan
		TEL. NO.	0844 544 2895 07432636737
		FAX NO.	
POSTCODE	W1T 3JA	**EMAIL**	ADuncan@cdmservices.uk.com

CIVIL ENGINEER			
NAME	The Civil Engineer Practise		
ADDRESS	11 Tungsten Building, George Street, Fishersgate, West Sussex BN41 1RA	**CONTACT**	Stuart Magowan
		TEL. NO.	01273424424
		FAX NO.	
POSTCODE	BN41 1RA	**EMAIL**	stuart@civil.co.uk
LANDSCAPE ARCHITECT			
NAME	Hyland Edgar Driver		
ADDRESS	Suite 12, Waterloo Court, 10 Thread Needle Street, London SE1 8ST	**CONTACT**	Dafydd Coe
		TEL. NO.	0207 803 9636
		FAX NO.	
POSTCODE	BN41 1RA	**EMAIL**	dcoe@heduk.com

2.8 Project Organisation Structure



2.9 Project Management Team (Company Level)

POSITION	NAME	LOCATION	PHONE NO.
Deputy Managing Director	Oran McCloskey	Head Office	07870 999 098
Commercial Manager	Russell Maud	Head Office	07870 999 799
Project Manager	Keith Wilson	Site	07980 999 288
Design Manager	John Egan	Site	07702 126 362

Senior QS	Gary Lucas	Site	07582 000 007
Site Manager	Martin Ferry	Site	07974 002 765
Design Co-Ordinator	Charlie Allen	Site	07980 999 792
Site Services Controller	Jack Mathison	Site	07854 880 600
Snr HSEQ Advisor	David Markham	Site	07980 999 777
General Foreman	Ian Peck	Site	07582 000 004
Supervisor	Jack Mathison	Site	07854 880 600
Quantity Surveyor	George Wade	Site	
Senior Engineer			

2.10 Project Management Team Responsibilities

DESCRIPTION	RESPONSIBILITY	DELEGATED TO	FREQUENCY
1.0 Induction	Project Manager		All personnel on initial start on site and re-inducted as work develops.
2.0 Statutory Inspections and Records	Project Manager		
Working Platforms		Foreman	Weekly/after adaptation following event likely to affect stability.
Excavations		Foreman	Weekly/following fall of material/event likely to affect stability.
Lifting Equipment		Foreman	Weekly/6 or 12 monthly as required by statute.
Work Equipment		Foreman	Weekly.
Electrical Equipment			3 Month temporary supply/12-month internal office equipment/3 month portable appliances.
3.0 Permits to Work	Project Manager		
Hot Work			As Required.
Permit to Dig **Permit to Hand Dig**		Site Services Controller	As Required.
Confined Space/Enter			As Required.
On/Near Live Electrics			As Required.
Out of Hours			As Required.
4.0 COSHH Co-ordinator	Project Manager		As required - for all substances used on site with hazards to health.
5.0 Noise and Vibration – Assessment, Control & Monitoring	Project Manager		As required - for all hand tools or processes used on site with hazard to operatives.

6.0 Health, Safety & Environment Monitoring – Weekly Inspection	Project Manager		One inspection of all site aspects required every week. Regular inspection from visiting staff.
7.0 Welfare facilities	Project Manager		Daily visual inspection.
8.0 Health and Safety File – Passage of Information to CDM Co-ordinator	Project Manager		As soon as practicable after completion of package by contractor.
9.0 Environmental Records	Project Manager		As soon as practicable after completion of package by contractor.
10.0 Temporary Works Co-ordinator	Project Manager		
11.0 Method statement acceptance and co-ordination	Project Manager		On receipt prior to work commencement.
12.0 Liaison with external Bodies i.e. Local Authorities	Project Manager		Throughout the Project
13.0 Demolition	Project Manager	Demolition Supervisor	
14.0 Contractors Quality Report	Project Manager		Report to be completed every 2 periods.
15.0 Quality Action Plan	Project Manager		Quality Action plan to be reviewed once a month.
16.0 Inspection and Test Plan	Project Manager		To be reviewed on a monthly basis.
17.0 Health, Safety, Environment and Quality Review Meeting	Project Manager		To be conducted on the completion of the contract or on a 6 monthly.
18.0 Survey Equipment	Project Manager		To be calibrated as recommended by manufacturer.
19.0 Document Control	Project Manager		Continuous
20.0 Site Services Plan	Project Manager	Site Services Controller	Continuous

2.11 Work Co-ordination

As the project moves into the construction phase, Buckingham Group will take the lead in planning, managing, monitoring and coordinating the project while continuing to liaise with the client and principal designer.

Buckingham Group will collaborate with other duty holders in identifying the risks associated with the work and determining the necessary controls that need to be put in place. The forum for this will be by a series of meetings as required by the relevant parties, i.e. Buckingham Group, Principal Designer, Client etc.

Progress/project review meetings – frequency as required. Content as per agenda - GP.2011.F03.
Sub-contractor meetings - frequency as required. Content as per agenda. See form GP.2011.F03.

Start of Shift Supervisor meetings - daily. Content as per agenda. See Form COP.003.F01.

4-Weekly Look Ahead Meeting - 4 weekly. See form GP.1006.F07.

Compound Facilities Interface: The new BGCL site compound will be set up within Monks Farm Development. The base for the compound has been set up by Adenstar. To manage the interface between BGCL & Adenstar there will be weekly coordination meetings where delivery schedules and future works will be discussed. See Appendix 6 – Brighton Training Ground Phasing Plan.

Club Facilities Interface. Weekly coordination meetings will take place with club managers (client project management team) and BGCL. BGCL to submit work schedule for the following week to client project management team which will be issued to the club management staff.

2.12 Training, Awareness and Competence

Training and competence is managed in accordance with Group Procedure GP.1007 Training and Competence.

Generally, on this Project:

- No person will operate any items of plant or drive any site vehicle unless that person has been trained, attended a Safety Awareness course, hold evidence of such training from an approved scheme (CPCS, CITB, NPORS). Other training providers may be recognised if they carry out training to the same standard – contact the HSEQ to discuss.
- Staff allocated to the project will have attended the appropriate courses for their job functions. Individuals training needs will be identified and provided throughout the project term.
- All employees and all self-employed persons working on this site will receive a project specific Health, Safety, Environmental and Quality induction session. This will include the client induction process in Appendix 5 – Amex Elite Football Performance Centre Rules & Regulations.
- Site Interactive Training Sessions will be carried out presented on an as required basis and all operatives on site will be required to attend. Sub-Contractors are required to carry out training on the same basis and they will be welcome to attend those presented by Buckingham Group.

2.13 Site Rules

1. All persons on site will fully engage with the All Ways Safely programme
2. Safety Helmets, High Visibility Vests, full length work trousers, safety glasses and gloves and Safety Footwear are mandatory on this site at all times
3. Smoking is only allowed in areas designated by the site management
4. Personal Protective Equipment (PPE) shall be worn at all times. All PPE must be kept in good condition and maintained i.e. cleaned when required
5. Operators of Plant and equipment shall be trained in the use of the equipment they are using and be trained to a standard acceptable to Buckingham Group Contracting Limited. These qualifications are to be produced at induction to the site management and on request
6. All access and emergency routes shall be kept free from obstruction at all times
7. It is strictly forbidden to ride on plant as a passenger (e.g. Dump trucks/JCB), unless there is a seat provided in the cab
8. The consumption or possession of alcohol on the site is strictly prohibited. No person will be allowed to work on this site either having consumed alcohol or if suspected of being unfit for work as a result of alcohol
9. The possession or taking of drugs on this site other than for authorised medical purposes is strictly prohibited. The taking of drugs for medical purposes is to be notified to the Site Manager

10. Although all site employees are to made aware of the site safety arrangements they are required to ensure they are familiar with escape routes on the site and the site assembly point. If in any doubt they are to ask their supervisor or manager

11. All site employees are to make themselves aware of the location of emergency spill kits and their use. No one is to remove or interfere with the spill kits unless they are to be used in a spill emergency

12. All site employees shall co-operate in keeping the site tidy and clear away debris and rubbish at the end of each work shift. This includes the site welfare facilities

13. No site employee is to interfere, damage or abuse any safety sign or item provided in the interests of site safety

14. All site employees will attend a site-specific induction and are required to confirm they understand the requirements of Method Statements/Risk Assessments associated with their work

15. No one is to remove or interfere with any scaffold structure/work platform unless they are trained to do so (CISRS Scaffolders Certificate)

16. Site employees are to report any defects to plant or equipment to their manager immediately

17. Ensure that you have read and understand the contents of Control of Substances Hazardous to Health (COSHH) assessments for material you use on site

18. Do not work under overhead cables unless a safe method of work has been agreed and authorisation given

19. Do not break any surfaces until a written permit to dig has been issued and the area has been CAT scanned by a competent person with an authorised CAT scanner, and the relevant permit to dig has been completed

20. Ladders and steps may only be used once a suitable risk assessment has been carried out and a permit has been issued

21. Do not use any plant/equipment that is defective and report any defects to your foreman/ supervisor

22. Only use designated access routes

23. If you require a fire extinguisher for your work, see your foreman/supervisor. Do not take extinguishers from fire points

24. Always respect the natural environment and the local community

25. When refuelling, park away from any watercourses or drains. When refuelling by hand, use a funnel or container with a spout to prevent spillages.

2.14 Internal Consultation on Health & Safety Matters

Consultation on this project will be carried out in accordance with Group Procedure GP.1010 Communication.
Buckingham Group has a full Behavioural Safety Programme of which Engagement with the workforce is a cornerstone.

This site will hold a meeting following the 4 Weekly safety look Ahead Meeting. The content of the 4 weekly meeting will be briefed to the workforce and the impact on trades discussed.

Health, Safety, Environmental and Quality matters will be included on the Site Weekly Meeting and Monthly Progress Meeting with the client. At which all issues raised on site Health, Safety, Environmental and Quality inspections will be discussed.

The Project Manager, the site management team and the HSEQ advisor will as far as reasonably practicable ensure that all persons on site are aware that they are willing to discuss any Health, Safety, Environmental and Quality concerns or suggestions.

Buckingham Group Contracting Ltd Health, Safety, Environmental and Quality management systems will be worked to as a minimum standard, taking account of the site rules and client requirements and due regard for the hazards and project information provided in this plan. However, the subcontractors will be required to provide evidence of their own Health, Safety, Environmental and Quality Management system, to which they will work, wherever the standards exceed that of Buckingham Group Contracting Ltd.

The Designers, Buckingham Group Contracting Limited and Sub-Contractor will supply all necessary information to enable the Principal Designer to compile the Health and Safety File.

2.15 External Consultation on Health & Safety Matters

This site will ensure external consultation is carried out in accordance with BGCL Group Standard

2.16 Health, Safety and Environmental Inspections

HSEQ Monthly Site Inspections will be carried out - GP.1305.F04

Senior Managers Safety Leadership Tours - frequency to be identified - GP.1102.F01.

HSEQ Advisor Safety Inspection – approximately at least fortnightly – GP.1302.F02.

Weekly site inspections will be carried out by the persons delegated by the project manager – GP.1302.F01.

Subcontractor's representatives (foreman safety supervisors/reps) will also be responsible for everyday monitoring of HSEQ matters.

Checks will also be made to ensure that relevant parts of the Construction Phase Health& Safety Plan have been communicated, such as method statements and risk assessment control measures. On a monthly basis the Construction Phase Health & Safety Plan is to be reviewed to ensure it takes due account of changes of circumstance.

The HSEQ Advisor will visit the site on a ‘as required basis’, anticipated to be fortnightly, and take an active part in at least one weekly inspection per month and one 4 Weekly Safety Look Ahead Plan meeting. The Site Manager will accompany them on their site inspection and a list of items that require attention will be recorded using our HSEQ Advice Note GP.1302.F02. All actions identified must be closed

out within 7 days of the report's date and signed off by the Project Manager and forwarded to Head Office HSEQ Department for filing.

2.17 Review of Health, Safety and Environmental Issues

The monitoring and Review of all Health, Safety, Environmental and Quality Issues on this project is part of the Group HSEQ Monthly Meeting.

2.18 Health and Safety Risk Assessments and Method Statement Schedule/Evaluation

All Risk Assessments and Method Statements will be prepared, reviewed and communicated in compliance with Group Procedure GP.2009 Risk Management.

A Risk Register will be maintained within Appendix 1 of this plan (CPHSP - GP.1006.F01), which will be communicated to all Contractors and Sub-Contractors affected by the works on this project.

Site management will carry out on-site monitoring to ensure the method statement is effective and complied with as part of the regular inspection and monitoring process.

Under no circumstances will a contractor start work on an activity without a checked and approved Method Statement.

2.19 COSHH

A file will be kept on site to contain COSHH Assessments relating to ALL materials to be used on the site. (This file will be updated as new products are used on the project).

A COSHH Assessment Request Form (GP.1120.F01) will be completed for any potentially hazardous materials required on site.

The Material Safety Data Sheet (MSDS) will be required from the suppliers of materials and a full COSHH assessment can be requested via the HSEQ Administrator by accessing the Sypol COSHH system. Sub-Contractors are to supply their own COSHH assessments prior to the start of works. The COSHH assessment will be briefed out to the workforce before the activity commences.

2.20 Fire/Arson Prevention

Controls to be developed in conjunction with Group Procedure GP.1108 Prevention of Risk from Fire. The works area and site offices are located within secure areas of the site. The site access will be manned by a BGCL gateman to ensure only legitimate personnel enter the site boundary. Out of hours security will be employed as the works progress. For Fire and Emergency Procedures see the specific Site Emergency & Preparedness Response Plan.

2.21 Storage of Flammable/Explosive Materials

Secure storage facilities will be provided within the compound / designated materials storage area. The specific storage requirements will be in line with the manufacturer's guidelines. Cartridge tools to be stored in lockable site security boxes retained in steel container stores. Access to the security boxes will be in a controlled manner by an authorised person. Subcontractors proposing the use of such equipment are to forward the supporting RA/ MS to BGCL for comments/ approval.

2.22 Gas and Fuel Storage

Fuel / oil storage will be retained within a designated, secured lockable area of the site (as referred to on site layout). The area will be excavated to approximately 400mm, lined with a membrane and filled with a granular material/. Storage of subcontractor's fuel browser's will be double bunded and retained in this area – NO refuelling will be carried out on site unless in an approved control manner.

Petrol to be in 5ltr Petrol Canisters or 20ltr Metal Jerry Cans. Maximum volume of petrol in any location to be 1nr Jerry can.
Storage areas to be shown on Traffic Management Plan and Fire Plan

Should gas canisters be required, then they shall to be secured in a lockable vented area.

All fuels, lubricants and other potentially harmful liquids shall be stored within this area either in bunded tanks, on drip trays or with residue collection sumps with a minimum capacity of 110% of the contents of the vessel.

Spill kits, drip trays and other emergency equipment shall be maintained on site at all times.

All static plant shall have a drip tray provided.

Bunding will be regularly inspected and emptied as required. Inspections and emptying shall be recorded in the site's diary.

2.23 Site Security Arrangements

Controls to be developed in conjunction with Group Procedure GP.1126 Site set up

Unauthorised access onto site will be controlled as listed below.

- Gateman/ house at site entrance with gates
- Out of working hour's security
- Security on each entrance to the working areas

The site will be securely fenced prior to the commencement of any site works and checked with a weekly site inspection (GP.1302.F01). Note: see appendix 7

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

A register to log the names and times of all persons entering and exiting the site is located within the gatehouse, appropriate passes will be issued.

Lone working Policy and Risk assessments to be carried out and included in the File

Note: The client induction process to be in adhered to in Appendix 5 – Amex Elite Football Performance Centre Rules & Regulations. The client induction details will be included in the BGCL induction given to all personnel attending site.

3.0 Site Health, Safety and Welfare Issues

See also GP.1106 Site Set-Up. At the beginning of the contract the welfare will be in the installed where there is a kitchen with microwave, Fridge, Kettle and hot and cold running water. There are also toilets for men and Women with hot and cold running water soap and towels

3.1 F10

A copy of the F10 will be appended to this document as Appendix 2 and copies will be clearly displayed on site in the site office reception, induction/meeting room and the welfare facilities.

All persons entering site will have the F10 and its contents brought to their notice as part of their site induction, and also can be located on the notice board.

3.2 Welfare Arrangements

Welfare arrangements will be in place prior to commencement of work and will be subject to ongoing review throughout the project, taking into account the on-site workforce.

Welfare arrangements will consist of the following on this site:

DATE/ REVIEW	WCs	URINALS	WASH BASINS	DRYING ROOMS	FEMALE WCs	CANTEEN
TBC	6 number	20 number	6 number	1 number	4 number	1 number

3.3 Foul and Waste Water Arrangements

Bespoke toilet units will be incorporated within the general site office and welfare setup
These will be properly maintained and cleaned and connected to the original foul waste from the training ground foul waste.

3.4 Drinking Water Arrangements

The welfare facilities will have a readily available supply of water

3.5 Food Preparation Arrangements

Kitchen and FPA will be incorporated within the site office and welfare setup when the main site start.

3.6 Cleaning Arrangements

Daily inspections will be carried out on all welfare facilities. Cleaners will ensure all office and welfare facilities are maintained to a high standard.

3.7 Pregnant Worker Arrangements

Should an employee fall pregnant during the project, then the necessary facilities will be provided in accordance with the following procedures:

- GP.1117 Pregnant Workers
- GP.HR4004 Maternity

3.8 Permits to Work

On this site the following activities will require a Permit to Work:

- Digging/excavation work ☒
- Hot work operations ☒
- Work in confined spaces ☒
- Out of hours working ☒
- Working at height ☒
- Access to Electrical Service Cupboards and Distribution Boards ☒
- Lifting Permits ☒
- Other to be identified/General Permit ☒

3.9 Safety Information

All statutory safety signs and notices will be displayed in:

- The Site Manager's office
- The site welfare facilities on a specific Safety Notice Board
- On-site
- Site Entrance
- Site Perimeter
- And any other location as required

3.10 Working Hours

No demolition or construction work shall take place on the site except between the hours of 8:00am to 6:00pm on Monday to Friday and 9:00am to 1:00pm on Saturdays and none shall take place on Sundays, Bank Holidays and Public Holidays without the prior agreement of the Local Planning Authority if required as well as working around the Club's events

3.11 Health and Safety File

Buckingham Group carried out the initial Training Ground construction where by Health and Safety Files were produced. The existing files have been issued to BGCL.

The site management team will provide all relevant information for inclusion in the Project Health and Safety File as required by the Principal Designer for the Project. This will be continued throughout the contract duration.

See also: Group Procedure GP.1105 CDM 2015 Compliance.

3.12 Statutory Registers

These will be maintained in accordance with Group Procedure GP.1302 Monitoring and Site Inspection.

4.0 Site Environmental Issues

4.1 Noise, Vibration and dust Management

Dust
Demolition works
Main contract
Dust monitoring will be carried out as works commence and progress.
As required and on a proactive basis, dust suppression across the site will be provided using a tractor and bowser, supplemented with the provision of standpipes & hoses as required. Haul routes and hard standings will be damped down sufficiently well to control dust.

In addition to the above the following control measures will be implemented to minimise dust pollution

- screen off or dampen down dusty activities, or during windy conditions.
- ensure plant is fitted with dust-suppression technology where appropriate, e.g. stihl saws
- cover dust generating loads.
- position stockpiles away from sensitive receptors and cover / dampen down / screen-off as appropriate.
- secure light-weight materials and loose packaging to prevent windblown litter.
- dampen down the site when dry and dusty
- secure light-weight materials and loose packaging to prevent windblown litter

Any processing / cutting plant will have dust suppression equipment fitted as standard. This will ensure that any airborne particulates are controlled during the processing of the material. In

addition, the drop of the processed material will be minimised to reduce the potential of dust generation.

All lorries entering or leaving the site will be required to sheet up, in line with good practice and current guidance.

The Environmental Representative will monitor the site on full time basis and will dictate dust suppression measures as necessary. A record of all activities will be held in the DER, which will be made available to Third Parties, including the Regulatory Authorities as required.

A record of weather conditions will also be made, including wind speed and direction so as to validate potential offsite issues.

Odour
Due to the nature of the materials being dealt with and the proposed constructional methodology, the operations on site are unlikely to lead to malodour being experienced out with the site boundary.

The Environmental Representative will monitor the site on full time basis, making note of any odours or operations with the potential to give rise to odours. Working methods will then, where feasible, be modified.

A record of all activities will be held in the DER, which will be made available to Third Parties, including the Regulatory Authorities as required.

A record of weather conditions will also be made, including wind speed and direction and pressure so as to validate potential offsite issues.

All domestic waste will be placed in correct disposal facility and removed from site.

Noise

Noise assessments are required to be carried to determine control measures to reduce noise. Noise exposure controls are to be identified in all relevant risks assessments and method statements. Control measures should address the protection of multiples of people before individual protection offered by PPE. Those employers generating noise are required to check that noise control measures are satisfactorily reducing noise to acceptable levels by means of a noise meter monitoring by a competent person.

The results of the Monitoring to be incorporated in the Site Filing system

An environmental monitoring form (E03) will recorded weekly.

Vibration

Risk assessments are to identify processes, tools and equipment that expose people to vibration, including whole body vibration and hand/arm vibration. Vibration exposure controls are to be identified in all relevant risk's assessments and method statements.

Personnel who are at risk from vibration are to be regularly monitored for signs of vibration health problems. Such monitoring is to be recorded.

Low vibration equipment will be procured were reasonably practicable to minimise risks associated with HAVS

4.2 Site Boundaries and Lighting

The site compound will be securely fenced prior to the commencement of any site works, and will be monitored and maintained through the works with all statutory signage in place. Note: see appendix 7

The individual site work area perimeters will be fenced (using barrier or heras fencing) at all locations which will prevent access by third parties. A marked-up drawing will be displayed on the notice board showing extent of fencing.

Appropriate lighting will be installed on site if required to ensure that access/egress points and clearly visible during operational hours. Care will be taken to ensure that lighting does not cause a nuisance to neighbouring properties

4.3 Aspects and Impacts

A Project Risk Register will be produced in accordance with Group Procedure GP.2009 Risk Management.

4.4 Public Notice Prior/During Construction

Notice was given to the surrounding area whilst in the planning stage.
On request from the client no more further engagement is required from BGCL.

5.0 Document Control

Refer to group procedure GP.1301 document control and ACONEX protocol GP.1301.F02

6.0 Typical Health, Safety and Environmental Filing System

Section	Document
1.0	Construction Phase Health, Safety, Environmental and Quality Plans
2.0	Fire & Emergency Procedures Plan
3.0	Traffic Management Plan
4.0	Waste management Plan
5.0	Induction Records
5.1	Employees
5.2	Sub-Contractors

- **5.3** Competency Records
- **6.0** Inspections
  - **6.1** PUWER
  - **6.2** LOLER
  - **6.3** Excavations
  - **6.4** Weekly Health, Safety and Environmental Site Inspections
  - **6.5** Monthly Health Safety and Environmental Audits
  - **6.6** Other Health Safety and Environmental Inspections by other agencies i.e. HSE, Considerate Contractor
- **7.0** Site Health Safety and Environmental Forum Meeting Minutes
- **8.0** Method Statements
  - **8.1** Buckingham Group
  - **8.2** Sub-Contractors
- **9.0** Risk Assessments
  - **9.1** Buckingham Group
  - **9.2** Sub-Contractors
  - **9.3** Manual handling Assessments
  - **9.4** Noise Assessments
  - **9.5** HAV, WBV Assessments
- **10.0** COSHH Assessments
  - **10.1** Buckingham Group
  - **10.2** Sub-Contractors
- **11.0** Permits to Work
  - **11.1** Hot Works
  - **11.2** Confined space
  - **11.3** Excavation/ Breaking ground
  - **11.4** Out of Hours
  - **11.5** Work at Height
  - **11.6** Electrical Access
  - **11.7** Others
- **12.0** Lifting Plans & Permits
- **13.0** PPE Issue Register
- **14.0** Environmental
  - **14.1** Environmental Permits
  - **14.2** Waste Management/ Carrier Certificates
  - **14.3** Transfer Notes
- **15.0** Incident Reports

7.0 References

The reference documentation for this Construction Phase Health and Safety Plan are detailed within the Integrated Business Management System Manual, Sections 1-11 and accompanying appendices (1-5).

APPENDIX 1 – PROJECT SPECIFIC ASPECTS & IMPACTS REGISTER

APPENDIX 2 - PROJECT SPECIFIC RISK/HAZARD REGISTER

This Register will be available for inspection within the site Office. The Risk Register will be discussed during the weekly construction meeting and will be updated as new information is made available from site activities. The 4 weekly Health & Safety meeting will be the forum for review of the Risk Register.

Health and Safety Risk Register		**Project: Amex**				**Produced by:** **Date : 10/06/19**			**Rev: 0**
ACTIVITY	**HAZARDS**	**POTENTIAL CONSEQUENCE**	**P**	**S**	**R**	**CONTROL METHODS**	**P**	**S**	**R**
Lifting Operations	• Overturning plant • Lifting in congested work area	• Fatality or major injury • Damage to plant / existing or new permanent works • Damage to statutory authority's equipment	3	5	15	• All lifting plant on properly designed working platforms • Platforms inspected daily prior to use • All lifting operations properly planned and supervised by qualified personnel. • All lifting equipment suitably inspected tested and certified • Permit to lift signed off by appointed person • Properly qualified and experienced crane/ plant operators and slinger signallers/ crane controllers	1	5	5
Working at Height	• Falling from height • Struck by falling plant/materials	• Fatality/Major Injury • Personal injury • Third party injury	4	5	20	• Work in accordance with works package plan, task briefing sheet and working at height assessment • Staff competence • Barriers • Fall arrest • Fall protection • Methods of access egress	1	5	5
Excavations.	• Damage to buried services • Collapse of excavation	• Fatality/Major injury • Damage to infrastructure	3	5	15	• Buried service check to be carried out • CAT scan of area • Approved Permit to dig to be issued • Edge protection to be installed	1	5	5

	• Vehicle/ pedestrian falling into excavation					• Movements of vehicles pedestrians to be kept away from excavation edge where practicable. • Excavations to be properly assessed and to battered or have trench support as required • Excavation to be inspected by the general foreman daily.			
Excavations & GI	Unexploded Ordnance	• Fatality/Major injury • Damage to infrastructure	4	5	20	• Pre-surveys & Desk Study • Attendance with magnetometer where specified in Desk Study • Site briefings & acknowledgement • Follow agreed methodology	2	5	10
ALO Working	• Damage to NWR infra-structure • Collision with trains	• Fatality/Major injury • Damage to infrastructure	4	5	20	• Responsible Manager, Planner and co-ordinators appointed • ALO Plan to be approved and briefed • ALO Plan to be implement by co-ordinators	2	5	10
Operation of plant.	• Vehicle collision • Vehicle to pedestrian collision • Vehicle to infrastructure collision	• Fatality or major injury • Plant / vehicle damage • Delay to contract • Damage to existing or new infrastructure	4	5	20	• Traffic Management Plan in place • Vehicle / pedestrian segregation where possible • One way system in place where practicable • Banksmen at access points • Beacons / reversing sounders / cameras or 360deg mirrors on all plant where practicable • Suitable lighting at night • Driver and plant operator briefings • Pedestrian awareness briefing • Daily overview briefing on work activities	1	5	5
Buried Services	• Striking buried services	• Fatality/major injury • Damage to infrastructure	3	5	15	• All known services to be detailed on Site Services Plan and communicated with workforce.	1	5	5

						• All areas to be CAT scanned prior to any excavation taking place.			
Overhead Services	• Striking overhead services	• Fatality/major injury Damage to infrastructure	3	5	15	• All known services to be detailed on Site Services Plan and communicated with workforce. • Use of goalposts to demark approved crossing points as per HSE Guidance note GS6	1	5	5
Removal/Demolition of existing structures	• Structures failing during works	• Fatality/major injury • Damage to infrastructure	4	5	20	• Staff/operators well briefed to understand procedures for removal of structures • To avoid damage to infra-structure works (where practicable) to be carried out during possession • Only use competent/adequately trained personnel for the works i.e. CPCS operators on plant	2	5	10
Confined Spaces	• Lack of ventilation • Heat exhaustion • Noxious gases • Fire • Cramped working conditions • Entrapment	• Fatality/major injury • Muscular skeletal injuries	3	5	15	• Avoid the need for entry into the confined space where possible. • Confined space permit to be issued and work procedure followed. • Full rescue procedure to be identified and detailed in the Permit. • Provide ventilation • Ensure breathing apparatus is available • Ensure regular breaks are taken.	1	5	5
Extreme weather conditions	• Vision of plant drivers impaired • Unsafe site conditions	• Injury to Personnel • Poor visibility • Human fatigue • Underfoot conditions	3	4	12	• Weather forecast to be reviewed and works avoided/ceased in extreme conditions • Workforce to wear adequate PPE in wet/cold weather	1	~~4~~	~~4~~

		• Loss of production • Heat exhaustion							
Use of hand tools.	• Incorrect use of hand tools • Vibration • Mechanical breakdown • Electrocution • Noise	• Injury to personnel • Vibration white finger • Damage to hearing both long term and short term.	3	3	9	• Competence and experience of staff • Use in accordance with manufacturer's instructions • Gloves and hard hats to be worn • Appropriate tools to be used for activity as specified in WPP and task brief • Plant to be maintained and inspected in line with PUWER regulations • Visual inspection of tools before use • Correct storage when not in use • Trigger times to be monitored and assessed for use of percussive equipment • Wear appropriate hearing protection as identified by the PPE assessment	1	3	3
Storage of materials.	• Falling materials striking operatives	• Vandalism • Theft • Damage to materials • Injury to personnel	3	4	12	• Materials left on site are to be minimised • Stacked safely • Banded and or secured • Positioned in a safe area where traffic movement will not disturb the load and will not impact on traffic movements.	1	4	4
Manual Handling	• Incorrect lifting of materials and tools by hand	• Muscular skeletal injuries • Reportable injuries	4	3	12	• Specification of materials to reduce manual handling • Use mechanical lifting methods • Operatives to be briefed on manual handling via tool box talks • Manual handling operations to be detailed in the SSoW's.	1	3	3

Noise & Vibration from Plant, Vehicles, Equipment & Tools	• Hearing Loss/damage • Nuisance • Distraction	• Injury to personnel • Hearing injuries • Complaints from locals	3	3	9	• Noise Monitoring regime to be in place • Noise attenuation • Vibration recording- Curotec system • Ear Protection zones in place where required	1	3	3
Trespass & Vandalism/Security	• Nuisance • Damage to plant/materials • Loss of productivity	• Vandalism • Theft • Damage to materials • Injury to personnel	3	3	9	• Materials left on site are to be minimised • Ensure fencing is robust/adequate • Inform BTP of project and report any suspicious behaviour • Security personnel to patrol site out of hours	1	3	3
CoSHH	• Ingestion • Inhalation • Absorption • Danger to the environment	• Major personnel injury • Disease • Sickness • Fire • Explosion	3	3	9	• COSHH assessments for all substances used on site • Brief as part of SSoW's • Good personnel hygiene, wash hands before eating, drinking and smoking. • Good washing facilities to be made available.	1	3	3
Human fatigue.	• Human Error	• Survey inaccuracies • Personal injury • Exposure of others to injury	2	3	6	• Work in compliance with working hours policy and company procedures • Shift patterns to be monitored • Travelling time to be monitored	2	2	4
Working outside	• Extreme weather, cold.	• Poor visibility • Human fatigue • Underfoot conditions • Loss of production	2	2	4	• Monitor weather conditions • Suitable PPE • Do not work in periods of low visibility, extreme cold or heat • In warm weather rest in the shade, wear appropriate clothing and drink plenty of fluids	1	2	2

		• Heat exhaustion							
Slips, trips & falls	• Rough ground conditions i.e. ballast/Vegetation on routes	• Serious injury	2	3		• Walking routes demarcated where practicable • Work group to be briefed on risks • A significant amount of foundations and tripping hazards are present from the previous depot works. •			
Delivery of materials to site	• Falling materials striking operatives	• Injury/fatality to personnel • Vandalism • Damage to materials •	3	4	12	• Delivery routes clearly signed • Deliveries should be planned • Banksmen to be utilised when reversing • Materials left on site are to be minimised • Stacked safely • Banded and or secured • Positioned in a safe area where traffic movement will not disturb the load and will not impact on traffic movements.	1	4	4
Using survey Equipment	• Distraction	• Personal injury/slips	2	3	6	• Work from a position of safety only	1	3	3
Working on or adjacent to the public highway	• Road Traffic Accident • Road obstruction	• Fatality/Major Injury • Personal Injury • Traffic disruption • Traffic damage	2	3	6	• Road restrictions, closures and traffic management where required. • Competent Banksman • Barrier placement	1	3	3
Using angle grinders	• Fire, burning. • Noise • Cuts, amputation loss of fingers etc • Damage to eyes.	• Fatality/major injury • Personal injury.	4	5	20	• Competent and abrasive wheels trained operatives. • Hot works permits to be issued for all disc cutting works.	1	5	5

	• Hearing damage.	• Damage to infrastructure.				• Fire extinguishers to be located within work area. • Safety Goggles to be issued with all cutting equipment and used. • Ear Defenders to be worn with grinder. • Where possible the use of a grinder will be avoided. • Combustible material to be cleared from immediate area. • Refuel away from works area.			
Welding and Cutting Steel with Gas Burner	• Fire, burning	• Fatality/major injury. • Personal injury. • Damage to infrastructure.	4	5	20	• Competent/trained personnel. • Hot works permit. • Fire extinguisher. • Clear away loose combustible material. • PPE to include flame retardant overalls, gloves, gauntlets, protective goggles. • Welding masks to be worn during welding operations. • Welding masks and coats to be worn during welding. • All plant to be certified and in working order. • Flame retardant PPE clothing to be worn for welding/burning operations.	1	5	5
Refuelling Plant	• Ignition of fuel • Explosions • Setting fire to plant, tools & equipment.	• Fatality/major injury • Personal injury. • Damage to infrastructure.	3	5	15	• Fuel to be kept in locked Fuel stores. • Fuel will be contained within a 25 litre “jerry Cans” or 5 litre plastic containers. • Refuelling will be completed over a drip tray or plant nappy away from the actual works area. • Funnels to be utilised. • Plant to be switched off while being refuelled.	1	5	5

						• Fire extinguishers to be located at refuelling point.			

Key:

Probability (P)	Severity (S)				
	1	2	3	4	5
1	1	2	3	4	5
2	2	4	6	8	10
3	3	6	9	12	15
4	4	8	12	16	20
5	5	10	15	20	25

The risk assessment is assessed using the 5 x 5 matrix which is outlined below

Severity (S)	**Probability (P)**	**Total Risk (R)**
1 – **Insignificant -** no injury	1 – **Very Unlikely**	The total risk is then obtained by **consequence level** x **likelihood level**
2 – **Minor -** minor injuries needing first aid treatment	2 – **Unlikely**	17-25 Unacceptable
3 – **Moderate -** causing up to three day's absence	3 – **Fairly Likely**	10-16 Tolerable
4 – **Major -** causing more than three day's absence	4 – **Likely**	5-9 Adequate
5 – **Catastrophic -** fatality	5 – **Very Likely**	1-4 Acceptable

Risks/Hazards Identified at Design Stage

RISK/HAZARD	SIGNIFICANCE H/M/L	CONTROLS	RISK ASSESSMENT NUMBER

Risks/Hazards Identified at Construction Planning Stage

RISK/HAZARD	SIGNIFICANCE H/M/L	CONTROLS	RISK ASSESSMENT NUMBER

Risks/Hazards Identified during Construction Phase

RISK/HAZARD	SIGNIFICANCE H/M/L	CONTROLS	RISK ASSESSMENT NUMBER

APPENDIX 3 - F10

Insert a copy of the F10 here

APPENDIX 4 – BGCL GROUP PROCEDURES

APPENDIX 5 – AMEX ELITE FOOTBALL PERFORMANCE CENTRE RULES & REGULATIONS

- **CODE OF CONDUCT**
- **CONTRACTORS INFORMATION SHEET**

APPENDIX 6 – BRIGHTON TRAINING GROUND PHASING PLAN

APPENDIX 7 – SITE SECURITY HOARDING

