

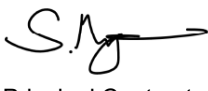
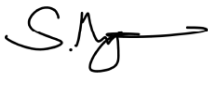


WORKDRY
INTERNATIONAL

Leaders in water handling and treatment
Holland Pump - Selwood - Siltbuster - Vanderkamp

VERSION 2.0

Project Title and Site Address		New HQ Building Workdry International Limited 32-36 Bournemouth Road Chandler's Ford Eastleigh Hampshire SO53 3ZL	
F10 Reference Number (if applicable)		2f03278ec6	
Responsible Person		Overall: Andrew Catherall – Contract Manager Yard: TBA – Site Manager (Fitting Out) Site: TBA – Site Manager	
Client		Marie James UK Limited Kingswood Green Lane Chilworth Southampton Hampshire SO16 7JW	
VERSION	DATE	DESCRIPTION OF REVISION/MODIFICATION	APPROVED BY:

Draft	July 2025	Internal Review	Client: Principal Designer: Principal Contractor:  A D Catherall
1.0	5 th August 2025	First Issue for Client Comment	Client: Principal Designer:  Principal Contractor:  A D Catherall
2.0	8th Oct 2025	Revisions to incorporate LA Planning comments. Updates to: • Phasing plans • Timeline • Dust / contamination sections • Site management • TW DI • Petrol tank information • Revised Visuals & elevations • Site management Changes noted as amber text	Client: Principal Designer:  S P Magson Principal Contractor:  A D Catherall
			Client: Principal Designer: Principal Contractor:
			Client: Principal Designer: Principal Contractor:

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1.0 INTRODUCTION

This document forms the Construction Phase Health & Safety Plan for the project as required under the Construction (Design & Management) Regulations 2015. It is a live document which is to be reviewed and amended throughout the life of the project. It also forms part of the sites CDM Health and Safety Project Management File, which is held by the nominated **Responsible Person** for the duration of the works. The **Responsible Person** is to ensure all relevant documents within the CDM Health and Safety Project Management File are compiled and updated as required throughout the duration of the project.

Our Company HSE Policy and HSE Management System forms part of the Construction Phase Health & Safety Plan, to which all construction work will be carried out in accordance with these requirements.

The project will also be carried out in accordance with the Construction (Design & Management) Regulations 2015, Approved Codes of Practice, Guidance Notes and all other relevant Regulations under the Health & Safety at Work Act 1974.

2.0 PROJECT DESCRIPTION

2.1 Project Description & Programme Details

Workdry International Limited (WIL) is a market-leading provider of engineered solutions for the handling and treatment of water and wastewater. Their Selwood, Siltbuster, Vanderkamp and Holland Pump businesses combined form a UK, European and US leader in pumping solutions, on-site water treatment, wet waste processing and the prevention of waterborne pollution, delivering an unrivalled range of rapidly deployable solutions.

WIL provides support to group companies through administration and back-office functions including finance, HR, training and development, and health and safety.

The company has identified the pressing need for a new office facility that can meet the demands of modern working practices and allow the business to grow.

The site comprises an area of approximately 0.54ha, part of a wider site of approximately 3.8ha occupied by WIL. The site has been home to Selwood Limited's (now a wholly owned subsidiary of Workdry International Ltd) headquarters office for several decades but the existing building is now at the end of its useful life and not suitable for modern working practices.

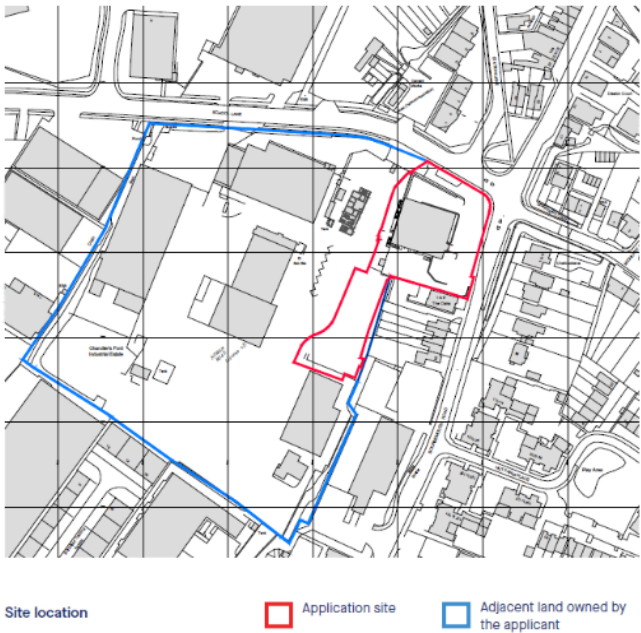
The site is located on the corner of Bournemouth Road and School Lane in Chandler's Ford, and forms the north east corner of the wider WIL development. The site lies approximately 1.2 miles from junction 13 of the M3 motorway, and 4 miles from Southampton Airport and Southampton Airport Parkway Station, the latter providing direct rail access to central London in just over one hour. The closest major centre is the city of Southampton located approximately 6 miles to the south.

The Bournemouth Road / School Lane road junction is controlled by traffic lights and provides one of the primary vehicular routes serving the Chandler's Ford Industrial Estate of which WIL development forms a significant part. Vehicular and pedestrian access to the application site

is primarily from an existing crossover on School Lane, however, an existing crossover also serves the site from Bournemouth Road.

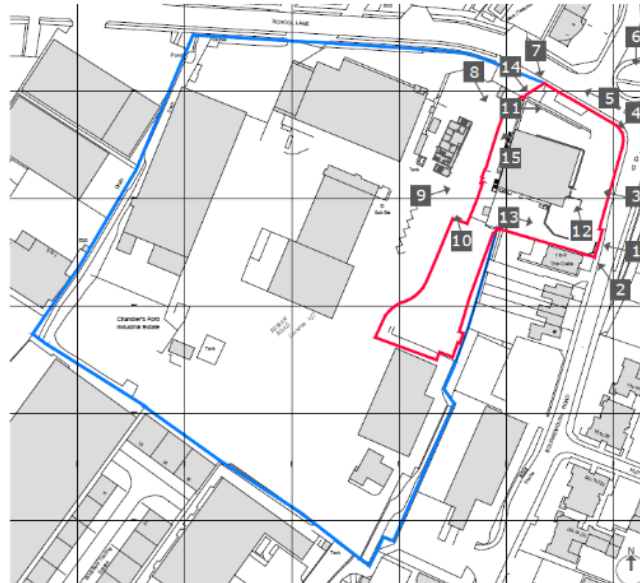
The site sits at the highest point of the Chandler's Ford Industrial Estate with the road and site levels dropping sharply away heading west down School Lane. The falls on School Lane are such that a storey-high retaining wall creates the development platform upon which the existing office building and car parking sit. This means the existing building is several metres above the road level and is accessed via a concrete vehicular ramp that runs up the eastern side of the site towards the Bournemouth Road frontage.

The site falls less dramatically across the Bournemouth Road frontage from south to north, such that the main entrance in the east elevation of the building sits generally at street level.

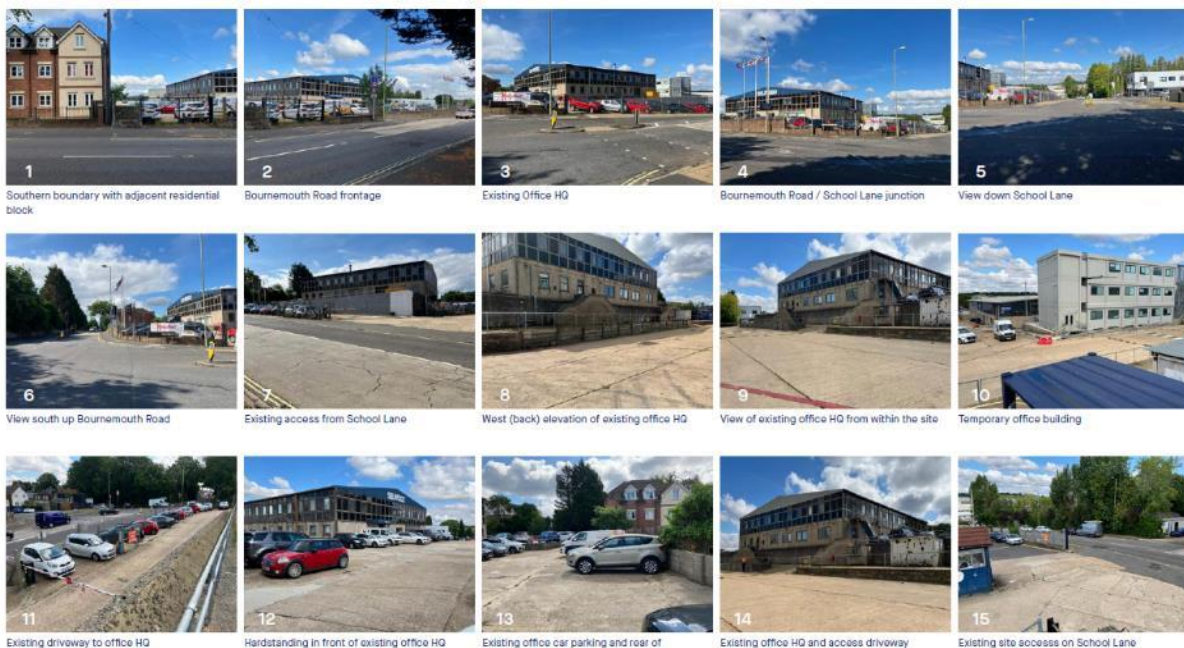


The existing office building is set back from the Bournemouth Road and School Road frontages, and is surrounded by concrete hardstanding and car parking, which, due to the gradients of the land, are positioned at varying finished levels around the building. Car parking surrounds the building to the north, south, and east elevations, whilst the west elevation includes a retaining wall to accommodate the storey-high level difference change between the application site and the remaining WIL development.

Immediately to the south of the site and forward of the existing building frontage is a three-storey residential development of flats. There is a small area to the front of this development for the storage of bins and bicycles, whilst car parking is provided to the rear. The flats benefit from a small garden area to the rear and an outlook over the rear car parking and Bournemouth Road frontages. Only small secondary glazing is provided to the north elevation overlooking the application site. A close-boarded timber fence separates the application site from the site.



Further terraced housing is located south of the flats before reverting to more commercial development in the form of a major car dealership development.



A previous planning application was made and approved in 2019 but due to a combination of COVID-19 and the change in working practises it expired. The building was vacated in February 2024 with the staff being reallocated elsewhere on the overall site or working from home.

Portakabin GB Hire provided a 3-storey hire building (see 10 above) in late 2024 to house more office staff. Following that successful project WIL began negotiation with Portakabin GB Sales to revive their aspirations for a new HQ building.

After design development the new proposed scheme is made up of 66 Portakabin *Ultima* modules in a 3-storey arrangement with a mixture of 7, 9 and 14m modules in a “L” shape. This gives a floor space exceeding 3000m²



GF plan under revision – for info only

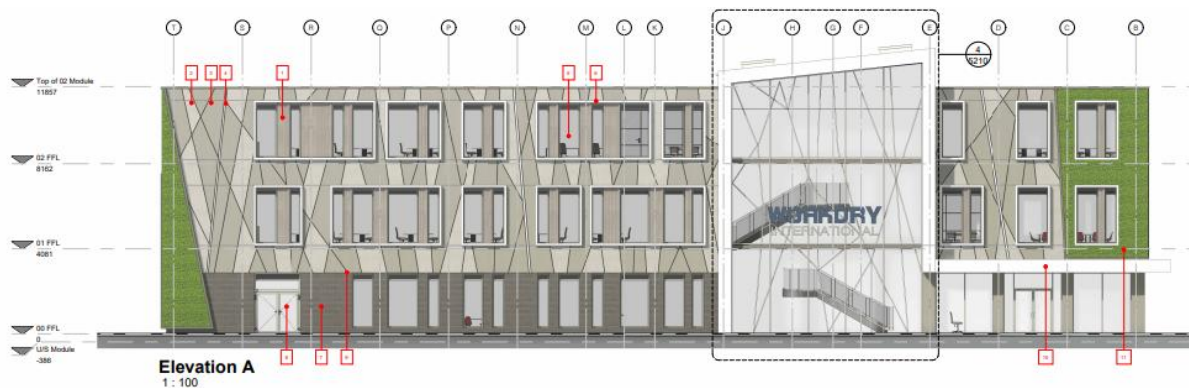
The accommodation has three clear zones:

- Ground floor – formal and informal meeting rooms, a large multi purpose collaboration space that can be used day-to-day or for “Town Hall” type events or functions. A “Workdry Success” area will highlight the history, project and aspirations of the business. Ancillary spaces include a First Aid Room, Multifaith area with Wudu and Food preparation areas
- First and part Second Floors – office accommodation with desking, break out areas, individual meeting booths and tea points
- Second floor Executive area – with Board Room, break out and

These zones are linked by a feature staircase in a fully glazed atrium producing a striking frontage and facilitating collaboration.



The externals and feel of the building are designed to produce a striking frontage to this junction projecting the new and modern image of WIL. A full height living wall separates the building from it's neighbours and brickwork to the lower section grounds the building.



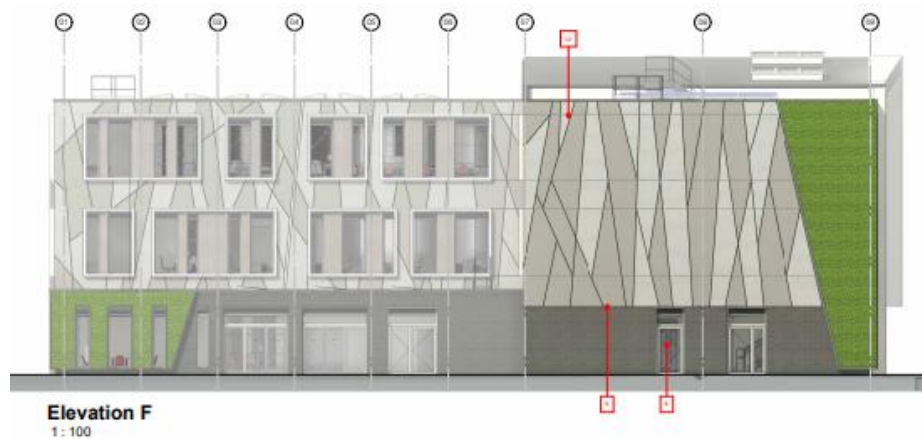
Elevation facing Bournemouth Road



Elevation facing School Lane



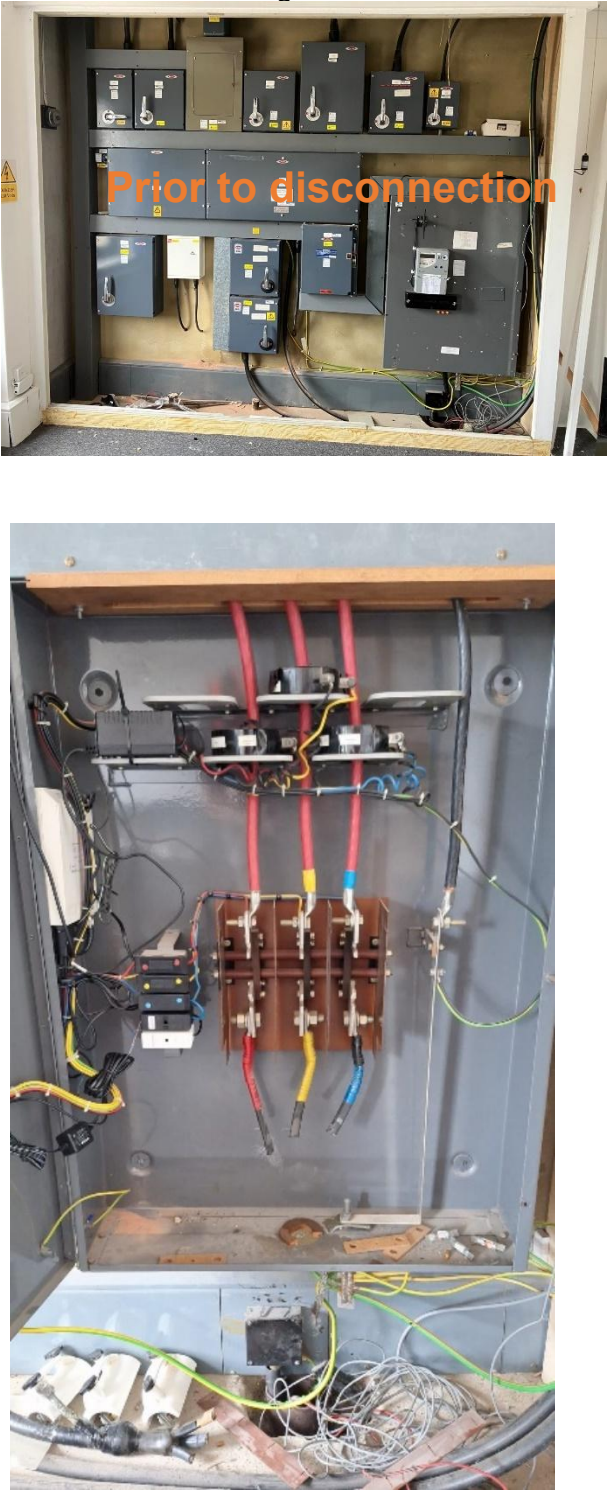
Elevation facing Production Site

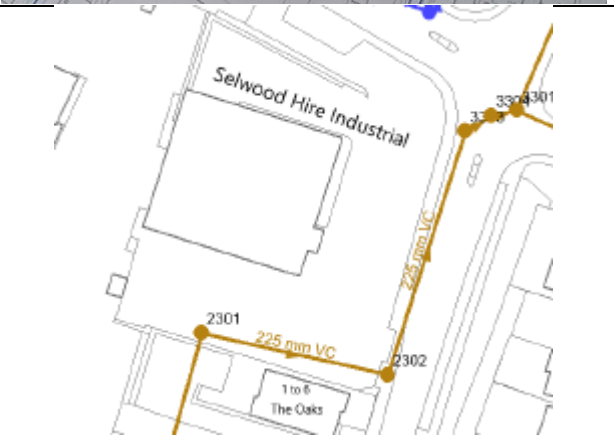


Elevation facing "The Oaks" flats

The demolition of the existing building, foundations, external hard and soft landscaping will be included in these works as well as new utility connections.

2.1.1 Services

LV Power (to building)	A Low Voltage (LV) supply comes into the Old HQ building from Bournemouth Road. This terminates to the switchgear in the gd Floor Office. This is due to be disconnected fully by the DNO prior to demolition This cable route has been fully traced on the Utility survey Supply disconnected, fuses removed and cable cut Sept 2025 Cable route from boundary wall now dead Picture after isolation works	GF Switch gear and meter 
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HV Power (to main site)	The existing main site is fed by an 11,000 Volt substation with a High Voltage external compound controlled by Scottish and Southern Electric. One external transformers owned by Scottish and Southern Electric feeds a low voltage main panel that appears to serve the whole site (Apart from the redundant office block Supply). The size of the transformer has been confirmed by SSE as 300kVA.	 In case of EMERGENCY please contact SSE Power Distribution 08000 727282 Substation Address: SELWOODS S/S No. 
Comms	BT and Virgin	These both enter the site from Bournemouth Road and have identified chamber covers. These have been confirmed “dead” by the client but still connected.
Water	The overall site has three incoming mains wholesome water supplies, these are as follows: 1) Stores 20mm 2) Old HQ Bldg 25mm 3) Main Site 40mm Water Incomer #2 has been made into a standpipe for temporary site water	 Hand-drawn site map showing water supply lines (red arrows) and buildings. Labels include: 'OFFICE A UNIT (REDACTED)', 'FURNACE JUMP', 'KITCHEN LAYOUT', 'STORES', 'TRAINING', 'Selwood Hire Industrial', 'OLD HQ', '1106 The Oaks', and '3301 3302 3303'.
FW & SW	There is a public FW sewer running into site from behind the houses / Audi garage to MH2301 and then out to Bournemouth Road. This has been CCTV'd and is not in good condition. Southern Water are enforcing a 4.0m	 Hand-drawn site map showing sewer lines (orange lines) and buildings. Labels include: 'Selwood Hire Industrial', '2301', '225 mm VC', '2302', '1106 The Oaks', and '3301 3302 3303'.

	easement on this hence the building footprint has been moved Northwards. The remaining site drainage is private and will be removed/capped during the demolition works	This 225dia sewer and associated MHs will be protected during the build process to prevent further damage
--	--	--

A new HV substation will be included in this project and located on the site boundary on School Lane. New mains switchgear and sub-distribution to the rest of the site buildings will be needed. This will be subject to a separate works order and DNO timescales.

2.1.2 Sequencing, Phasing & Dates

The phasing plans will be subject to further, more detailed, development and will involve the client, the engineers, building control and the Project Team to ensure safe and smooth planning of works.

Breakdown of work/activities	Timescales/Key Dates
Early & Enabling Works Orders	May 25
Asbestos Removal Complete	August 25
Planning application process	July – Nov 25
Contract Award	TBC
Site possession & Site Set Up	TBC
Demolition	TBC
Remediation – subject to agreed plan	TBC
Commence groundworks phase	TBC
New substation works – direct award from Workdry	TBC
Commence off-site module manufacture	TBC
Module delivery	TBC
Superstructure works inc internal fit out	TBC
Completion	TBC

SITE OPENING HOURS:
 MON – FRI 0730 TO 1800 hrs
 SATURDAYS 0730 TO 1300 hrs (AS REQUIRED)
 SUNDAYS & BANK HOLIDAYS (BY EXCEPTION)

A detailed works programme will be maintained and issued / accepted in accordance with the contract but broadly the phases are:

Phase 1: Enabling Works

Rev A
No update
this pg 10/2

Rev B
Intrusive GI
added within
updated 25/9

* *REVISION B* *

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Fax 01904 611644

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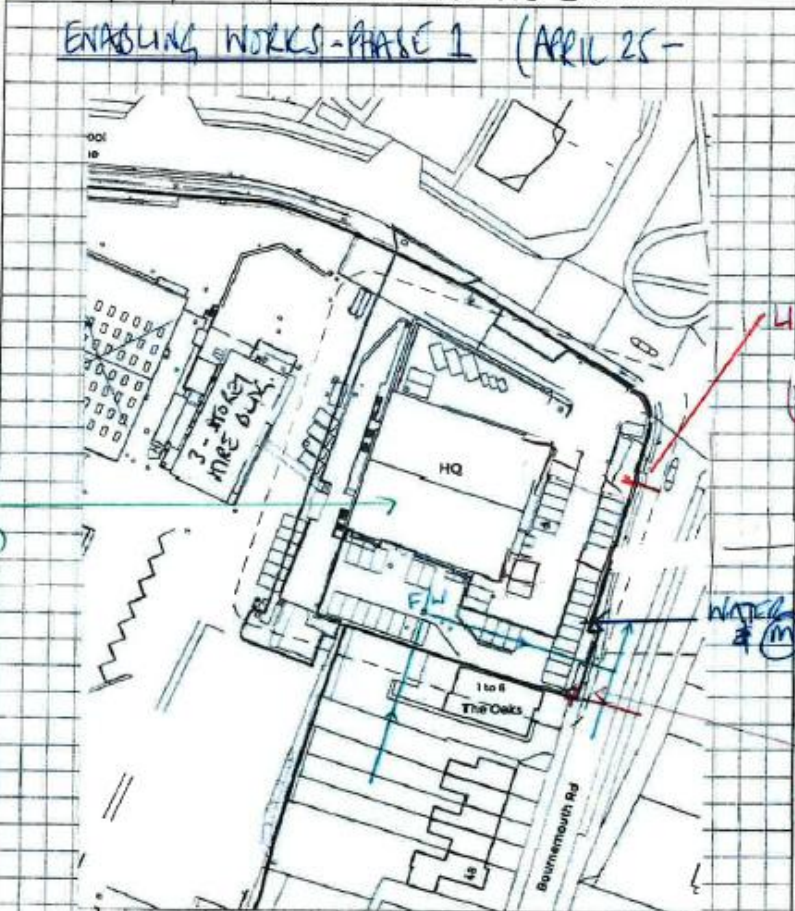
Date: 25/9

Prepared by: *[Signature]*

Sheet No. 1
of 5

Reference: PK 4/16894 WORKDAY INT HQ BUILDING

ENABLING WORKS - PHASE 1 (APRIL 25 -



☒ BUILDING
any WORKED
POWER
WATER
H/COD

F/W SEWERS
(SURVEYED)

LIVE ELEC.
IN COMER. IN
PAVEMENT
UNDER ROAD WALK.

WATER STOPCOCK
(EXT.)

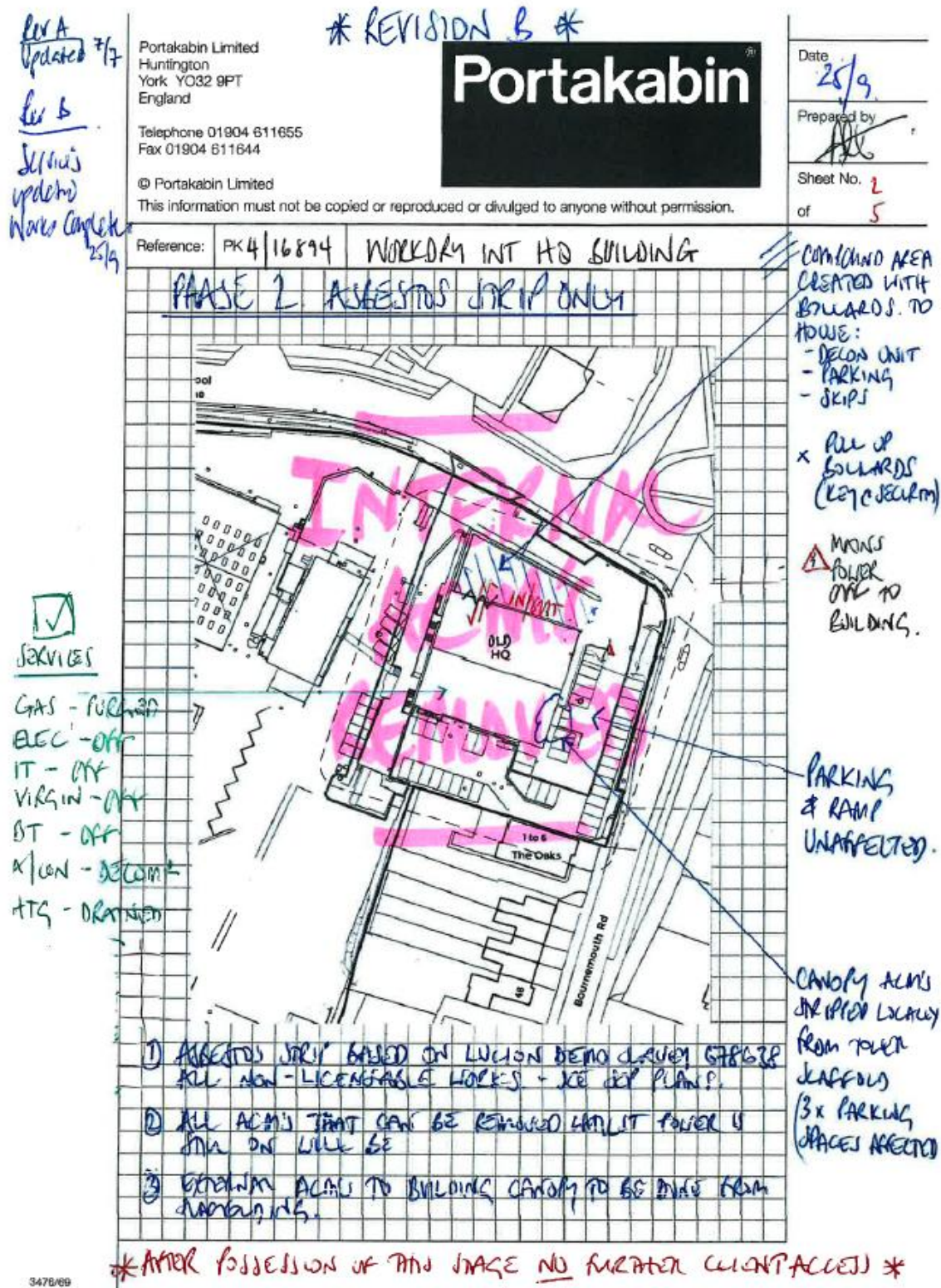
LIVE ELEC
O/H CABLE
& P.O.C
(JUMP WIRE REMOVED)

WORKS:

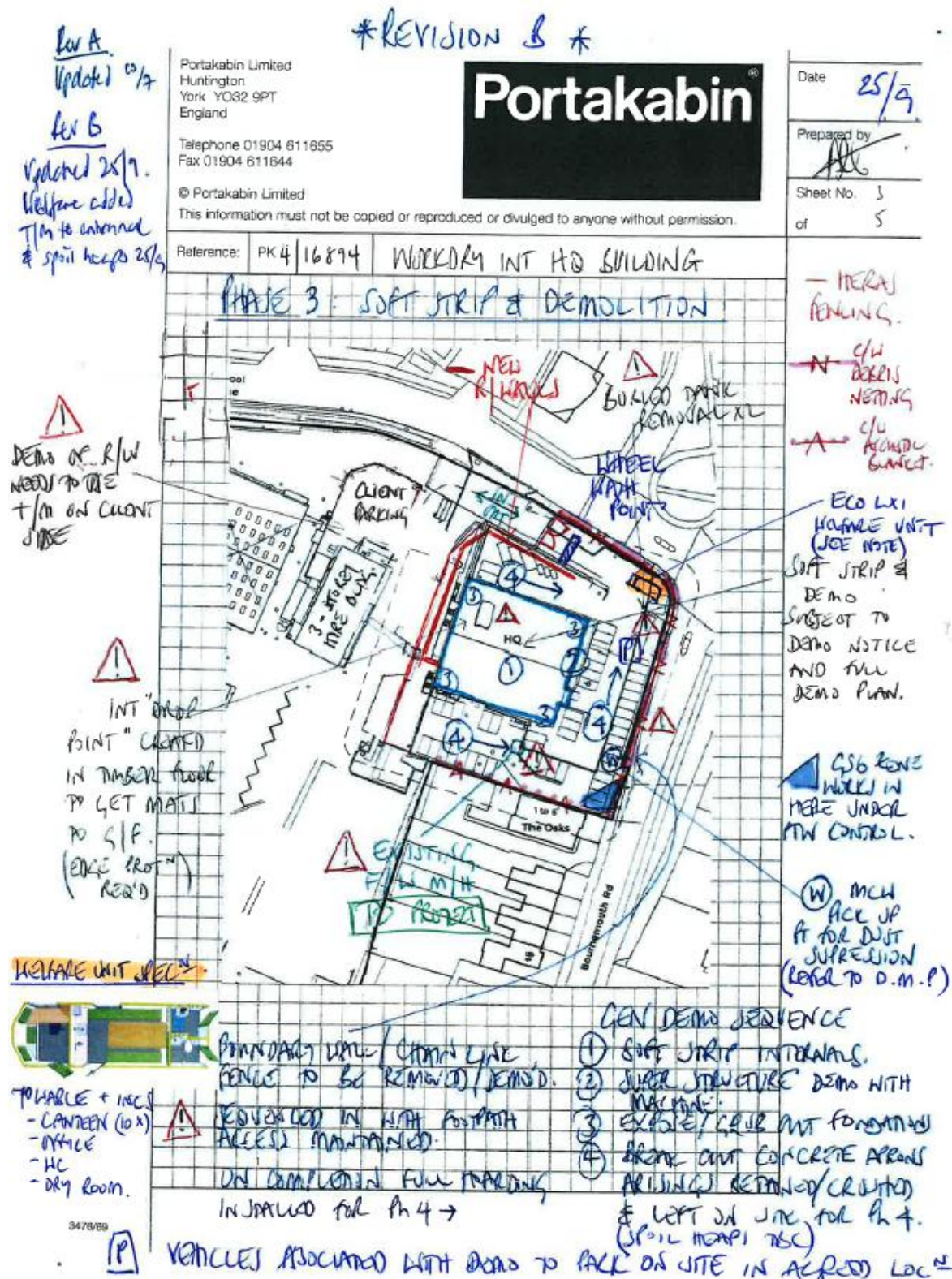
- DEMOLITION SURVEYS
- ACCESS/DEMOLITION (INTRUSIVE) SURVEY
- ACCESS SURVEYS
- CRANE SURVEYS
- UTILITY SCANS & MAINS INCOMING INVESTIGATION
- GROUND INVESTIGATIONS & DRILLING
- SERVICE ISOLATIONS

3476/059

Phase 2: Asbestos Strip (internal ACMs removed exc. Encapsulated items (safes/boilers))



Phase 3: Soft Strip & Demolition



Rev A
infected up on
mid Tiers
Long & Min 10/7

Rev B
Main melpre
relocated. After
R/Ls shown. 2/1/15
shown.

LARLE
VBT (AKT 4)
ETZ RT
INTV JITE
ONLY
(T/M LAND)
(NEEDEN)

JNE OFFICER
ON LOCAL
LEVEL.
CONSISTS OF
OFFICER
WELFARE
Canteen
MTG Room
⊕ = HT MD.
⊞ = FIRE POINT
✓ = Major
Point

347E/69

* Rendition B. *

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Portakabin

25

-- BUILDING
FOOTPRINT
(APPROX).

  456
ZONE

BUILDING
— FOUNDATIONS
SUBJECT TO
ENGINEER'S
DESIGN
(Beloved files
& CD Bams)

CONC LAG
FOR FEATURE
ATRIUM.

~~A~~ → NEEDS
C/W
ACCOUNT
SLAVET
(TO MATHS).

**SOLID
BOARDING
BRANDING TBC**

TOE LOCATED TO SE LOCATED.

where ω is the frequency

30

DATE 10/10/10

PILING RIG
NOT SUBJECT TO
DEIGN & T/WORK

1. 100

 O/H
CABLE

Drainage was shown inductively
→ led to new strategy
+ design

*** REVISION B ***

Portakabin

Date: 25/04
Prepared by: [Signature]
Sheet No. 5
of 5

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York YO32 9PT
England
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Fax 01904 611644
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Reference: PK 4 | 16894 WORKDAY INT HQ BUILDING

PAGE 5: MODULAR STRUCTURE, FLINT & EXTERNALS

The diagram shows a site plan with a central rectangular area labeled '3-STORY MODULAR BUILDING'. To its left is a smaller area labeled '1-STORY MODULAR BUILDING'. A crane is indicated by a red circle with a crosshair and labeled 'CRANE LOC'. The crane's path is shown with green arrows. Various other areas are labeled, including 'OFFICES FOR PH3', 'FLINT', and 'EXTERNALS'. Annotations include 'KATINS INCREASED AIR NO'S', 'SUBSTANTIAL VIBRATION WORKS TRAIL', 'GEN SEQUENCE', 'EXIT REQUIRED SUBJ TO H/WAYS', 'GSG ZONE', and 'SOLID HOARDING % GATES (BRAND?)'. A legend at the bottom indicates 'E = APPROX MAINS CABLE ROUTE TO BUT SPIN'.

KATINS INCREASED AIR NO'S

SUBSTANTIAL VIBRATION WORKS TRAIL

GEN SEQUENCE

- CRANE IN MODULES
- LINK JUMP & W/ PROSE
- TRIUM
- INT FITTING OUT
- CLADDING
- EXT HARD/ EXT WORKS

(C, D, E & F) CONCURRENT

CRANE LOC SUBJECT TO FLINT LIFT PLAN T/L REQ'D FOR CRANE MAT

3-STORY CLADDING TRIUM (W/ DETAIL TO FOLLOW)

EXIT REQUIRED SUBJ TO H/WAYS

GSG ZONE

SOLID HOARDING % GATES (BRAND?)

E = APPROX MAINS CABLE ROUTE TO BUT SPIN

2.2 Project Contact Details

EMPLOYER & LANDLORD	
Name	Marie James UK Limited
Address	Kingswood Green Lane Chilworth Southampton Hampshire SO16 7JW
Contact	Richard Bright
Tel	TBA
Email	Richard.Bright@selwood.co.uk
Role and Responsibility	Make suitable arrangements for managing a project, including making sure: • other duty holders are appointed as appropriate • sufficient time and resources are allocated Make sure: • relevant information is prepared and provided to other duty holders • the principal designer and principal contractor carry out their duties • welfare facilities are provided
EMPLOYERS AGENTS	
Name	Vail Williams
Address	Savannah House, 3 Ocean Way, Southampton SO14 3TJ
Contact	Chris Davies - Partner
Tel	023 8082 0900 / 07769 207 189
Email	cdavies@vailwilliams.com
Role and Responsibility	Employer's Agent, Advisors and Contract Adminstrators
END USER	
Name	Workdry International Limited
Address	Bournemouth Road Chandler's Ford Easleigh SO53 3ZL
Contact	Ashley Wheelhouse – Group Property Manager
Tel	023 8017 0190 / 07771 762 643
Email	ashley.wheelhouse@workdry.com
Role and Responsibility	End Users (Tenant) and specifiers.
PRINCIPAL DESIGNER	
Name	Portakabin Limited
Address	New Lane

	Huntington YORK YO32 9PT
Contact	Stephen Magson – Senior Architectural Technologist
Tel	01904 681 812
Email	stephen.magson@portakabin.com
Role and Responsibility	Plan, manage, monitor and coordinate health and safety in the pre-construction phase of a project. This includes: - identifying, eliminating or controlling foreseeable risks - ensuring designers carry out their duties Prepare and provide relevant information to other duty holders. Liaise with the principal contractor to help in the planning, management, monitoring and coordination of the construction phase
PRINCIPAL CONTRACTOR	
Name	Portakabin Limited
Address	New Lane Huntington YORK YO32 9PT
Contact	Andy Catherall BEng MAPM Contract Manager
Tel	01904 681 724 / 07837 195355
Email	Andrew.catherall@portakabin.com
Role and Responsibility	Plan, manage, monitor and coordinate health and safety in the construction phase of a project. This includes: - liaising with the client and principal designer - preparing the construction phase plan - organising cooperation between contractors and coordinating their work Make sure: - suitable site inductions are provided - reasonable steps are taken to prevent unauthorised access workers are consulted and engaged in securing their health and safety
D&B CONTRACTOR (CIVILS & EXTERNALS)	
Name	Richard Morris (Construction) Limited
Address	Unit 6 Sarbir Industrial Park Cambridge Road Harlow Essex CM20 2EU
Contact	Robert Oliver - Director
Tel	01279 626 066
Email	robert@rmorris.co.uk
Role and Responsibility	Design & Build (D&B) groundworks – foundations, civils & drainage
D&B CONTRACTOR (MECH, ELECTRICAL & PLUMBING)	
Name	Charleson Building Services
Address	Unit 8 Easter Court

	Europa Boulevard Westbrook Warrington WA5 7ZB
Contact	Chris Whittle – Contracts Director
Tel	01924 655929 / 07584 073762
Email	chris.whittle@charleson.co.uk
Role and Responsibility	D&B electrical and mechanical works including alarms but excluding comms and mains utility incomers
D&B CONTRACTOR (CLADDING)	
Name	AXIS Group
Address	Unit 2 Newmarket Approach Cross Green Ind Estate Leeds LS9 0RJ
Contact	Richard Kirsch-Maskill – Estimating Director
Tel	0113 372 0220
Email	enquiries@axisgroup.co.uk
Role and Responsibility	D&B cladding, support steels and concealed rainwater goods
No 1 SITE MANAGER	
Name	TBA
Address	Portakabin Limited New Lane Huntington York YO32 9PT
Tel	TBA
Email	TBA
Role and Responsibility	Responsible for the day-to-day management of the site and the co-ordination and control of the sub contract trades Manages the setting to work and ensures the site is operating safely. In constant communication with the Project/Contract Manager Responsible person on site • SMSTS Qualified • Site First Aider • Site Fire Warden Certificates to be displayed in the site office Should the Site Manager be called away from the site then the Contract Manager should be made aware. In this event the safe running of the site will be delegated to other competent personnel. If this occurs all site personnel would be briefed accordingly
HSE BUSINESS PARTNER (PORTAKABIN)	
Name	Dean Cowling – Head of HSE (GB Sales)
Address	Portakabin Limited

	New Lane Huntington York YO32 9PT
Tel	07785 460128
Email	dean.cowling@portakabin.com
Role and Responsibility	HSE BP's visit site, offer support, help and advice at the request of the Project team and supplement the 2-weekly Tier 3 H&S Inspections undertaken by external H&S consultants (SOCOTEC) Undertake any Tier 2 inspections and lead any H&S investigations.
EXTERNAL H&S CONSULTANTS	
Name	SOCOTEC
Address	Henge Barn, Pury Hill Business Park, Alderton Road, Towcester, NN12 7LS
Contact	TBA
Tel	01327 811166
Email	TBA
Role and Responsibility	Undertake 2-weekly site inspections against the Site Operations Procedures and report accordingly
BUILDING CONTROL	
Name	Sweco Building Control Limited
Address	Grove House Mansion Gate Drive Chapel Allerton Leeds LS7 4DN
Contact	Adam Griffin – Senior Building Inspector
Tel	0113 262 0000
Email	adam.griffin@sweco.co.uk
Role and Responsibility	Independent Building Control Surveyors
LOCAL AUTHORITY – PLANNING	
Name	Eastleigh Borough Council
Reference	F/25/99876
Address	Eastleigh House Upper Market St Eastleigh SO50 9YN
LOCAL AUTHORITY – DEMOLITION	
Name	Southampton & Eastleigh Building Control Partnership
Reference	BCS/DEME/0078/25
Address	Civic Centre Southampton SO14 7LY
HSE	
Address	Health & Safety Executive Redgrave Court Merton Road Bootle

	Merseyside L20 7HS
Tel	0845 300 9923

2.2.1 Pre Construction Information (PCI):

Due to staff turnover information provided by the Client was limited. Portakabin Limited were involved from project inception and have acted as Principal Designer; we were also instructed to compile and submit a Planning Application. So, information commissioned and collated to date is:

Survey	Consultant & Reference	Brief Summary of Findings
Acoustic	Sustainable Acoustics Winchester Ref: 25-0081	On site testing 11 th to 16 th June 2025 highlighting some intermittent loud activities from the Production Yard and general back ground road noise. Plant Noise Impact Assessment (25-0081 R01.1) takes the background assessment and, with the M&E Designers, adds the proposed noise output of the plant serving the building. It does recommend some acoustic rated barriers around the plant area.
Air Quality Assessment (AQA)	Omnia Consulting Portsmouth C11240/1.0 Sept 2025	The Exec Summary states "The proposals have the potential to cause air quality impacts as a result of fugitive dust emissions during construction and road vehicle exhaust emissions during operation. As such, an Air Quality Assessment was undertaken to determine baseline conditions and assess potential impacts as a result of the scheme. Potential construction phase air quality impacts from fugitive dust emissions were assessed as a result of demolition, earthworks, construction and trackout activities. <i>It is considered that the use of good practice control measures would provide suitable mitigation for a development of this size and nature and reduce potential impacts to an acceptable level.</i> During the operational phase of the development there is the potential for air quality impacts as a result of road traffic exhaust emissions associated with vehicles travelling to and from the site. These were assessed against the relevant screening criteria. Due to the low number of trips generated by the proposals, road traffic exhaust impacts were not predicted to be significant."
Archaeology	Southampton City Council Archaeology Unit Report 1597	It notes "There are few archaeological sites or listed buildings in the area but the line of a Roman clip the western edge of the development area. In the late 19th and 20th century a large area of Chandler's Ford was given over to brickmaking and much of the area to the south was quarried away. The site began to be developed in the 1950s, with terracing of the slope to accommodate large industrial warehouse-type buildings. The post-war development will have removed or buried most of the archaeology, with the northwest of the site being some 2.5m higher than the surrounding topography, suggesting that this area has been heavily terraced. However, a short stretch of the Roman road might survive in the west of the development area with associated archaeology within the site bounds. The impact of the development could

		be mitigated by a watching brief on any groundworks to determine the presence of any Roman archaeology relating to the road." Approx line of Roman Road in thick black line  If conditioned by the Planning Authority then a suitably qualified field archaeologist will be engaged.
Asbestos (above ground)	Lucion Services Runcorn, Cheshire Job Ref 678638	An aged Management Survey for the whole site was found during survey works by MGW Associates of Camberley, Surrey (now no longer trading). This was dated Feb 2004 and it was clear that the building to be demolished (known in this report as the "Pascon Building" has been remodelled and some, but not all, identified ACMs now removed. This report was discounted. Lucion Services undertook a full Refurbishment and Demolition intrusive survey in June 2025, took samples for analysis and produces a comprehensive report

Assessment Report J11690 dated Nov 2014. As part of the PCI the PD then gained permission from the client for Southern Testing to release the report in full in June 2025.

Hampshire County Council renewed a licence to Selwood rec C6/30 in 2008 to store 22,730 litres of petroleum spirit.



Hampshire

County Council

Licence Number:

C6/30

Health and Safety at Work etc Act 1974

Petroleum (Regulation) Acts 1928 and 1936

Dangerous Substances Explosive Atmospheres Regs 2002

Licence to Keep Petroleum Spirit and Petroleum Mixtures

The Hampshire County Council in pursuance of the powers conferred on them by or under the Petroleum (Regulation) Acts 1928 and 1936 do hereby license:

SELWOOD LTD

hereinafter called "the licensee"

of:

Bournemouth Road, Chandlers Ford, Eastleigh, SO53 3ZL

to keep:

22730 litres of petroleum spirit in the following storage:

Litres: 1 x 22,730 litre Type of Tank: Below Ground

on the premises situated at:

BOURNEMOUTH RD, CHANDLERS FORD, EASTLEIGH

hereinafter called "the licensed premises"

This licence is granted subject to the provisions of the above Acts and Order and to the conditions attached hereto, all of which must be strictly observed by the licence holder and other persons concerned.

Unless previously renewed this licence will expire on:

31/05/2011

Given under the hand of the Head of Regulatory Services.

Date:

16/06/2008



for Head of Regulatory Services (QP ES 3 F2 03)

Conditions Applicable: G - General Condition

The records also show it was installed in Oct 1977 and most recently stored unleaded petrol. It was decommissioned in April 2010 by Resin Generated Foam by injecting 30m³ of RG22 Bacel Hardfoam.

RESIN GENERATED FOAM

RGF House
Glynecastle Works
Tanyrhedn Road
Resolven, Neath
SA12 4DD
Tel : 01639 710201
Fax : 01639 710230

VAT Reg. No. 757 9732 88



FOAM SPECIALISTS

Part of the John Cole Surveying Agency Limited

Certificate of Injection

SITE: SELWOOD GROUP, BOURNEMOUTH ROAD, CHANDLERS FORD, EASTLEIGH

OWNER: As above

INSTALLATION: 1No x 8,000 GALLON

redundant underground fuel tanks including chambers.

FOAM QUANTITY: 30 cubic metres total

METHOD OF INJECTION: RG22, BACEL HARDFOAM INJECTION

DATE: 30/04/10 TIME: PERIOD OF VALIDITY: INDEFINITE

We have injected the above installation with 100% inert substance and certify that it is safe for the following work to be carried out, providing that no changes take place affecting its condition subsequent to this injection.

NO ROT-CUTTING TO BE CARRIED OUT ON THIS INSTALLATION UNTIL RENDERED AS AN OPEN VESSEL.

WORK / OPERATION: PERMANENT ABANDONMENT

Carried out in accordance with Verheijen Resins approved method

OPERATOR: JUSTIN REES / ALAN RAY

REMARKS:

Resin supplied by Verheijen Resins bv.



MEMBER OF THE ASSOCIATION OF PETROLEUM EXPERTS FOR PETROLEUM AND EXPLOSIVE COMBUSTION

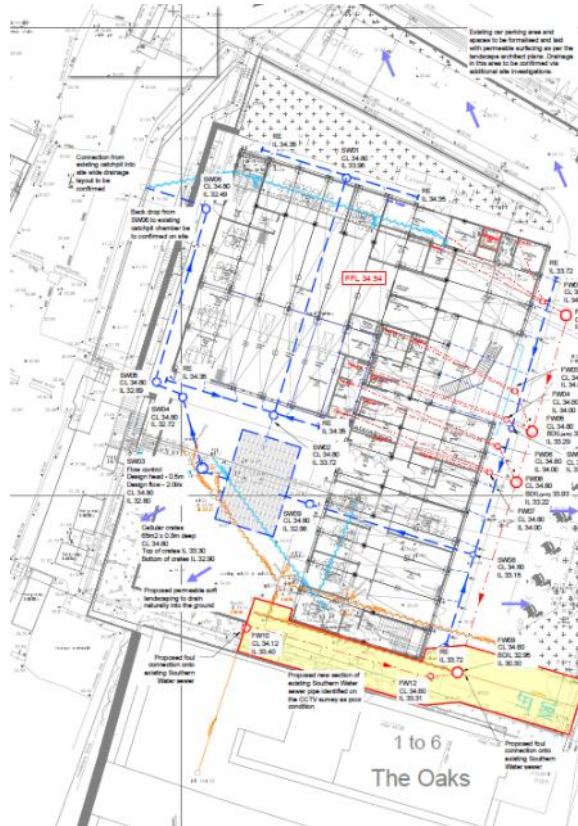


MEMBER OF THE PETROLEUM INDUSTRY ASSOCIATION

Full sized records of above filed in Appendix 6.5

Base Form No: HS-F036

Page | 25
Workdry International HQ Building, Eastleigh, SO53 3ZL
Version 2.0

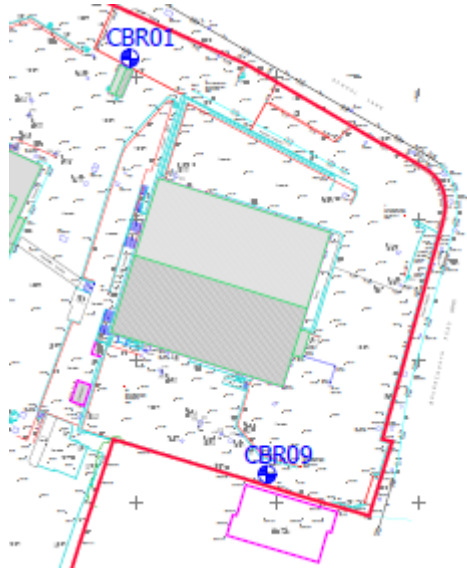
BREEAM	Peak Sustainability Chapel-en-le-Frith 00421	The Planning Authority required all new building in this area to be BREEAM "Excellent" A detailed report under BREEAM NC V6.1 has been completed identifying sufficient credits to achieve this.
Drainage	Scott, White & Hookins Chandler's Ford 304846 Report under revision to update on next issue	Site visits and inspections have taken place to formulate a Drainage Strategy suitable for planning. A extract of the drawing is below in brief: FW – to "front" of site and South to the existing FW public sewer SW - where collected discharges through a SUDS attenuation tank to the central courtyard to the current soakaway. Generally permeable surfacing used. All existing pipework that will remain will be removed / capped. 
Drainage CCTV	Lucion Survey Ltd Coventry Job Ref 684081	A full CCTV survey of the existing drainage network was completed in July 2025. There are noted areas of damage, displacement and root intrusion some in the areas that are intended to remain particularly on the main sewer run to the Southern boundary.

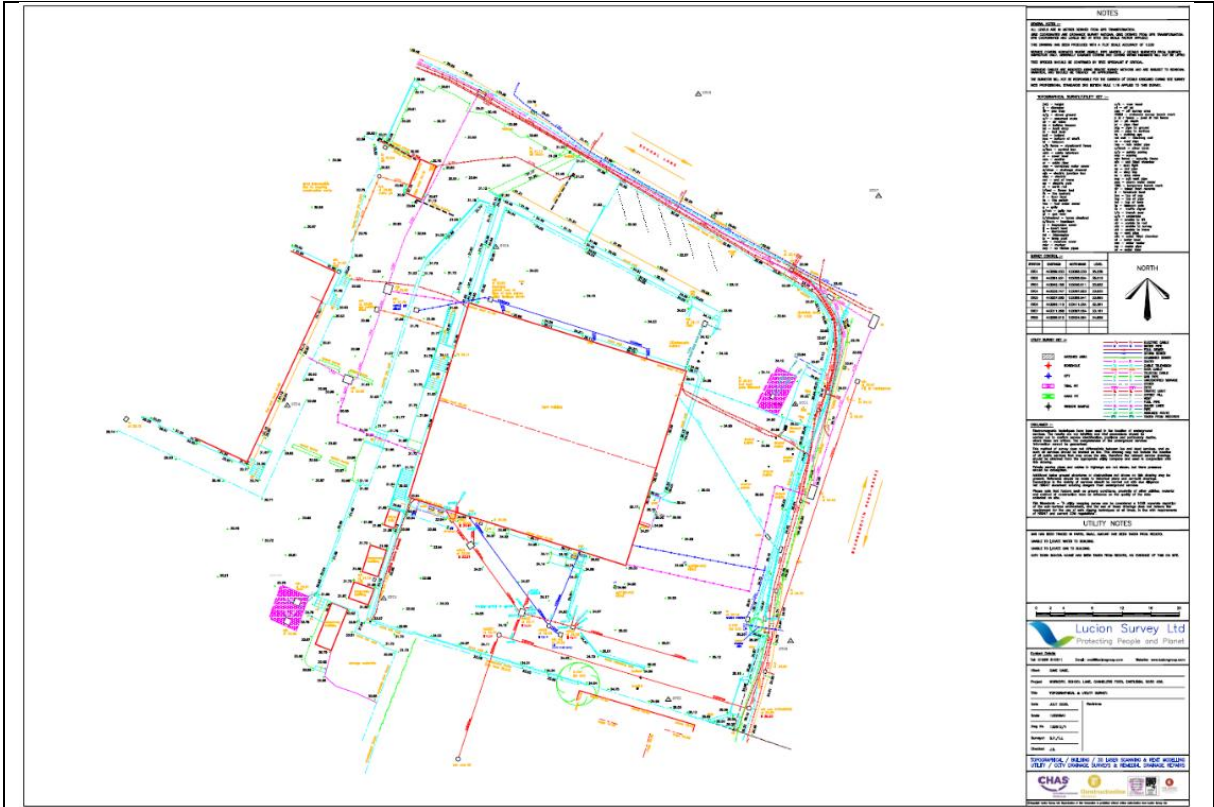
		 Lucion Project Summary Project Name 684081 - CCTV Drainage Survey - Setw ood Eastleigh.w.c Project Number 684081 Inspection Summary <table><tr><th>Pipe No.</th><th>Insp. No.</th><th>Upstream Node</th><th>Downstream Node</th><th>Dir.</th><th>Operator</th><th>Insp. Date</th><th>Insp. Time</th><th>Str</th><th>Ser</th><th>Final</th></tr><tr><td>1</td><td>1</td><td>UNK01</td><td>MH01 US</td><td>US</td><td>A.B.M.F</td><td>07/07/2025</td><td>22:00</td><td>1</td><td>3</td><td>BRF</td></tr><tr><td>2</td><td>1</td><td>FW2301 DS</td><td>MH01 SA 02</td><td>DS</td><td>A.B.M.F</td><td>10/07/2025</td><td>22:00</td><td>4</td><td>3</td><td>MHP</td></tr><tr><td>3</td><td>1</td><td>MH01 SA 01</td><td>FW2301 US</td><td>US</td><td>A.B.M.F</td><td>10/07/2025</td><td>21:00</td><td>2</td><td>5</td><td>SA, C</td></tr><tr><td>4</td><td>1</td><td>UNK02</td><td>MH01 BR1</td><td>US</td><td>A.B.M.F</td><td>07/07/2025</td><td>22:00</td><td>1</td><td>4</td><td>BRF</td></tr><tr><td>5</td><td>1</td><td>MH01 DS</td><td>UNK03</td><td>DS</td><td>A.B.M.F</td><td>07/07/2025</td><td>21:00</td><td>1</td><td>3</td><td>MHP</td></tr><tr><td>7</td><td>1</td><td>MH02 DS</td><td>UNK04</td><td>DS</td><td>A.B.M.F</td><td>07/07/2025</td><td>22:00</td><td>1</td><td>4</td><td>SA, U</td></tr><tr><td>8</td><td>1</td><td>UNK05</td><td>MH03 US</td><td>US</td><td>A.B.M.F</td><td>08/07/2025</td><td>0:00</td><td>2</td><td>5</td><td>SA, C</td></tr><tr><td>11</td><td>1</td><td>UNK06</td><td>MH03 BR3</td><td>US</td><td>A.B.M.F</td><td>07/07/2025</td><td>23:00</td><td>1</td><td>5</td><td>SA, C</td></tr><tr><td>12</td><td>1</td><td>UNK09</td><td>MH03 BR4</td><td>US</td><td>A.B.M.F</td><td>07/07/2025</td><td>23:00</td><td>1</td><td>3</td><td>SA, C</td></tr><tr><td>13</td><td>1</td><td>MH03 DS</td><td>UNK10</td><td>DS</td><td>A.B.M.F</td><td>07/07/2025</td><td>23:00</td><td>1</td><td>1</td><td>BRF</td></tr><tr><td>14</td><td>1</td><td>UNK11</td><td>MH04 BR1</td><td>US</td><td>A.B.M.F</td><td>07/07/2025</td><td>23:00</td><td>1</td><td>1</td><td>BRF</td></tr><tr><td>15</td><td>1</td><td>UNK12</td><td>MH04 US</td><td>US</td><td>A.B.M.F</td><td>07/07/2025</td><td>22:00</td><td>1</td><td>1</td><td>BRF</td></tr><tr><td>16</td><td>1</td><td>MH04 DS</td><td>UNK13</td><td>DS</td><td>A.B.M.F</td><td>07/07/2025</td><td>23:00</td><td>1</td><td>1</td><td>MHP</td></tr><tr><td>18</td><td>1</td><td>UNK14</td><td>MH05 BR1</td><td>US</td><td>A.B.M.F</td><td>07/07/2025</td><td>23:00</td><td>1</td><td>1</td><td>BRF</td></tr><tr><td>19</td><td>1</td><td>UNK15</td><td>MH05 BR2</td><td>US</td><td>A.B.M.F</td><td>07/07/2025</td><td>23:00</td><td>1</td><td>1</td><td>BRF</td></tr><tr><td>21</td><td>1</td><td>UNK17</td><td>MH05 US</td><td>US</td><td>A.B.M.F</td><td>07/07/2025</td><td>23:00</td><td>1</td><td>4</td><td>SA, U</td></tr><tr><td>22</td><td>1</td><td>MH05 DS</td><td>UNK19</td><td>DS</td><td>A.B.M.F</td><td>07/07/2025</td><td>23:00</td><td>2</td><td>4</td><td>MHP</td></tr><tr><td>23</td><td>1</td><td>UNK19</td><td>MH06 US</td><td>US</td><td>A.B.M.F</td><td>07/07/2025</td><td>22:00</td><td>1</td><td>5</td><td>SA, U</td></tr><tr><td>24</td><td>1</td><td>UNK20</td><td>MH06 BR1</td><td>US</td><td>A.B.M.F</td><td>07/07/2025</td><td>22:00</td><td>1</td><td>1</td><td>MHP</td></tr><tr><td>25</td><td>1</td><td>UNK21</td><td>MH06 BR3</td><td>US</td><td>A.B.M.F</td><td>07/07/2025</td><td>22:00</td><td>1</td><td>1</td><td>SA, C</td></tr><tr><td>26</td><td>1</td><td>UNK22</td><td>MH06 BR4</td><td>US</td><td>A.B.M.F</td><td>07/07/2025</td><td>23:00</td><td>2</td><td>4</td><td>SA, C</td></tr></table>	Pipe No.	Insp. No.	Upstream Node	Downstream Node	Dir.	Operator	Insp. Date	Insp. Time	Str	Ser	Final	1	1	UNK01	MH01 US	US	A.B.M.F	07/07/2025	22:00	1	3	BRF	2	1	FW2301 DS	MH01 SA 02	DS	A.B.M.F	10/07/2025	22:00	4	3	MHP	3	1	MH01 SA 01	FW2301 US	US	A.B.M.F	10/07/2025	21:00	2	5	SA, C	4	1	UNK02	MH01 BR1	US	A.B.M.F	07/07/2025	22:00	1	4	BRF	5	1	MH01 DS	UNK03	DS	A.B.M.F	07/07/2025	21:00	1	3	MHP	7	1	MH02 DS	UNK04	DS	A.B.M.F	07/07/2025	22:00	1	4	SA, U	8	1	UNK05	MH03 US	US	A.B.M.F	08/07/2025	0:00	2	5	SA, C	11	1	UNK06	MH03 BR3	US	A.B.M.F	07/07/2025	23:00	1	5	SA, C	12	1	UNK09	MH03 BR4	US	A.B.M.F	07/07/2025	23:00	1	3	SA, C	13	1	MH03 DS	UNK10	DS	A.B.M.F	07/07/2025	23:00	1	1	BRF	14	1	UNK11	MH04 BR1	US	A.B.M.F	07/07/2025	23:00	1	1	BRF	15	1	UNK12	MH04 US	US	A.B.M.F	07/07/2025	22:00	1	1	BRF	16	1	MH04 DS	UNK13	DS	A.B.M.F	07/07/2025	23:00	1	1	MHP	18	1	UNK14	MH05 BR1	US	A.B.M.F	07/07/2025	23:00	1	1	BRF	19	1	UNK15	MH05 BR2	US	A.B.M.F	07/07/2025	23:00	1	1	BRF	21	1	UNK17	MH05 US	US	A.B.M.F	07/07/2025	23:00	1	4	SA, U	22	1	MH05 DS	UNK19	DS	A.B.M.F	07/07/2025	23:00	2	4	MHP	23	1	UNK19	MH06 US	US	A.B.M.F	07/07/2025	22:00	1	5	SA, U	24	1	UNK20	MH06 BR1	US	A.B.M.F	07/07/2025	22:00	1	1	MHP	25	1	UNK21	MH06 BR3	US	A.B.M.F	07/07/2025	22:00	1	1	SA, C	26	1	UNK22	MH06 BR4	US	A.B.M.F	07/07/2025	23:00	2	4	SA, C
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Ecology inc Biodiversity Net Gain	Arbtech Consulting 25/7/25	A full ecological walk round was undertaken in June 2025. The site in it's current state is predominantly hardstanding with a small amount of scrub to the boundary between the Yard and Audi garage. The licenced ecologist advises "the site does not contain any habitats as listed of principal importance under s41 of the Natural Environment and Rural Communities Act (2006). Other habitats within the site have low ecological value" There is no requirement to undertake a BNG assessment as it falls under the de minimis exemption. However a BNG report has been undertaken resulting in a 10% improvement. In summary: <u>Invasive/non native species:</u> Non recorded <u>Invertebrates:</u> No notable habitats <u>Bats (desk study):</u> the nearest recorded activity from 2017 was ~0.95km from site and no Special Areas of Conservation designated for bats within 10km of the site. A thorough search for bat evidence on the external features of the building to be demolished with no evidence recorded. <u>Birds:</u> The demolition may result in disturbance or loss of nesting birds. A pre-demolition inspection shall be completed. <u>Reptiles:</u> "it is likely that reptiles are absent from the development site" <u>Amphibians (desk study):</u> nothing noted within 2.0km of the site. <u>Badger:</u> the site is unsuitable for badgers given the lack of suitable sett excavation areas/ground <u>Otters/Water Voles:</u> no suitable habitats <u>Dormouse:</u> it is highly likely that dormice are absent from site <u>Hedgehogs:</u> no suitable habitats																																																																																																																																																																																																																																																		
Fire Engineering	BB7 London 7936	BB7 Fire Engineers have been retained to devise a compliant Fire Strategy for the new building. There are no special characteristics of the building																																																																																																																																																																																																																																																		

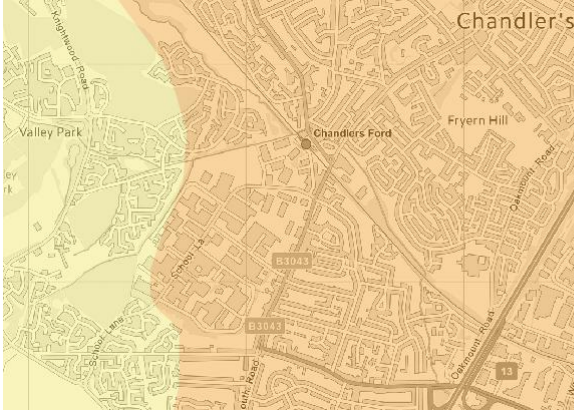
Flood Risk	Scott, White & Hookins Chandler's Ford 304846	The Flood Risk Assessment concludes: - The site is in Flood Zone Flood Zone 1: Low probability of flooding from the nearest main watercourse located approx. 250m to the north. - The proposed mitigation strategy demonstrates the development is safe through a number of measures
Ground Contamination	Lucion Ground Engineering Limited Peterborough 132887	Radon measures are not required Potential sources of contamination present on or beneath the site relate primarily to: any imported or remnant made ground soils that cover the site; or the migration of contaminants from nearby sites. The underground fuel storage tanks are suspected to be present beneath the eastern part of the site, based on anecdotal evidence, and are potential source of petroleum hydrocarbon contamination within the site. But based on the desk study information and test results reported in the previous investigation, is considered that the likelihood for soil contaminants affecting human health, and the water environment is low. It is considered a low likelihood that contamination from off-site sources will have affected the site and underlying soils/water, and the water environment.

Receptors	Pathway	Estimated Potential for Linkage with Contaminant Sources			
		Buildings/ Drainage/Tanks	Soil Beneath Site	Soil Gas	Ground Contamination Outside Site Boundary
Human Health – construction workers	Ingestion and Inhalation of contaminated Soil, Dust and Vapour	Likely	Likely	Low likelihood	Low likelihood
Human Health – users of completed development	Ingestion and Inhalation of contaminated Soil, Dust and Vapour	Low likelihood	Likely	Low likelihood	Low likelihood
Water Environment	Migration through ground into surface water or groundwater	Unlikely	Low likelihood	Low likelihood	Unlikely
Flora	Vegetation on site growing on contaminated soil	Unlikely	Low likelihood	Low likelihood	Unlikely
Building Materials	Contact with contaminated soil	Unlikely	Low likelihood	Low likelihood	Unlikely

Estimated Potential for Linkage with Contaminant Source	Definition
High likelihood	There is a pollution linkage and an event that either appears very likely in the short term, and almost inevitable over the long term, or there is evidence at the receptor of harm or pollution.
Likely	There is a pollution linkage and all the elements are present and in the right place, which means that it is probable that an event will occur. Circumstances are such that an event is not inevitable, but possible in the short term and likely over the long term.
Low likelihood	There is a pollution linkage and circumstances are possible under which an event could occur. However, it is by no means certain that even over a longer period such an event would take place, and is less likely in the shorter term.
Unlikely	There is a pollution linkage but circumstances are such that it is improbable that an event would occur even in the very long term.

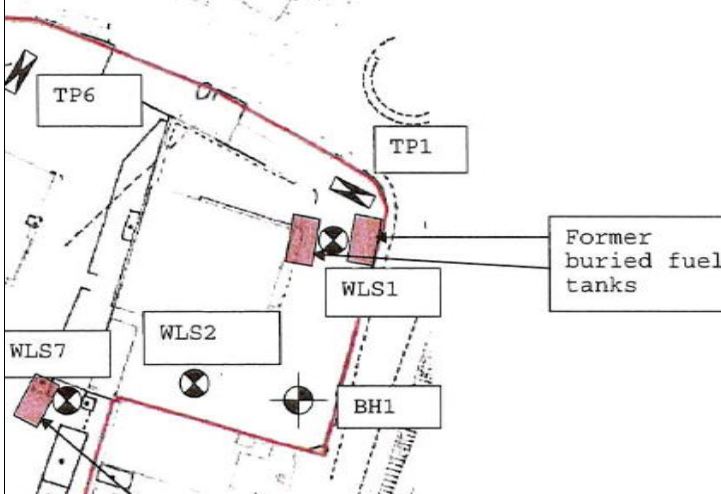
Site Investigation (SI)	Ground Conditions Consultants Ltd Southampton J24-057-R01	This survey was commissioned by the client in Sept 24. CBR09 is closest to this development  Showing a crust of concrete with made ground below (300mm) then hitting the Wittering Formation (clay) CBR09 0.0-0.05 – Loose tarmacadam GRAVEL 0.05-0.36 – Reddish brown very gravelly fine to coarse S tarmacadam fragments (MADE GROUND/SUB-BASE) 0.36-0.44 – Soft to firm grey CLAY (WITTERING FORMATION) CBR @ 0.15m: 21% CBR @ 0.44m: 0.6% Sample: ES – 0.1-0.3m The civil engineers have reviewed this and are recommending a piled foundation solution.
Topographical & Utility	Lucion Survey Limited 685451	A full topo and utility scan has been undertaken (snapshot below) and survey control stations established for the site engineering teams



Unexploded Ordinance (UXO)	1 st Line Defence Enfield PA21890-00	Due to the proximity to Southampton's Port and other South Cost WW2 ports an initial UX Bomb Risk map showed this postcode as a "moderate" risk having a bombing density of 15-49 bombs per 1000 acres.  A specialist report was undertaken by 1st Line Defence reviewing records – a desk top study – finding an average of 28.4 items of ordinance per 1000 acres and no notable WW2 defensive positions. The risk from UXO is not considered to be higher than the 'background risk' of finding UXO in this part of the country. Whilst it would be possible to conduct a Detailed UXO Risk Assessment for this site, it is not anticipated that any further findings would significantly alter the risk of encountering unexploded
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		ordnance within the site. It is therefore recommended that <u>no further research</u> is taken
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We were able to recover some aged surveys from the 2019 application:

Site Investigation (SI)	Southern Testing East Grinstead J11960 – Nov 2014	This summarises that there is made ground and piled foundations would be more suited, with Design Suphate Class DS-2 and a predicted wowking load of 400kN for a 12m 400 dia pile. It noted high ground water.  The results for the three fillings of TP1 range between 0.47 l/m²/min and 0.686 l/m²/min (7 m/s to 1.14 x 10⁻⁵ m/s) indicating fair soakage. Consideration could be given to the prov soakaways in this part of the site where sands were encountered, however, the location close to WLS1 where elevated petroleum hydrocarbon concentrations were identified soakaways should not be installed in potentially contaminated ground. Accordingly, consideration of the remaining results, soakaway drainage is not considered a viable op the site and alternative means of surface water drainage, such as discharge to the ditch western side of the site (via interceptors and with appropriate consent) should be consider It noted several failing retaining structiures although not the one ajacent to the development site. TP1 has sand at 650mm Due to the contamination and variability of the ground a Discovery Strategy, outlined in Section 4.10 below, will be implemented.
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A Party Wall Surveyor has been identified and will be engaged as the scheme progresses.

Copies of survey information are not appended to this document for size but are kept in the Site Office and on the project server.

A below ground co-ordination exercise will be completed by the design team (civil/M&E engineers, the architect and build team) to minimise any issues. If, on completion, there are

services worth note i.e. protected in concrete or intentionally left too shallow, this is subject to client instruction.

Any areas where services are not within the normal parameters will be ID'd in the final H&S file/residual risk register and As-Built drawings.

2.3.2 Existing Structures:

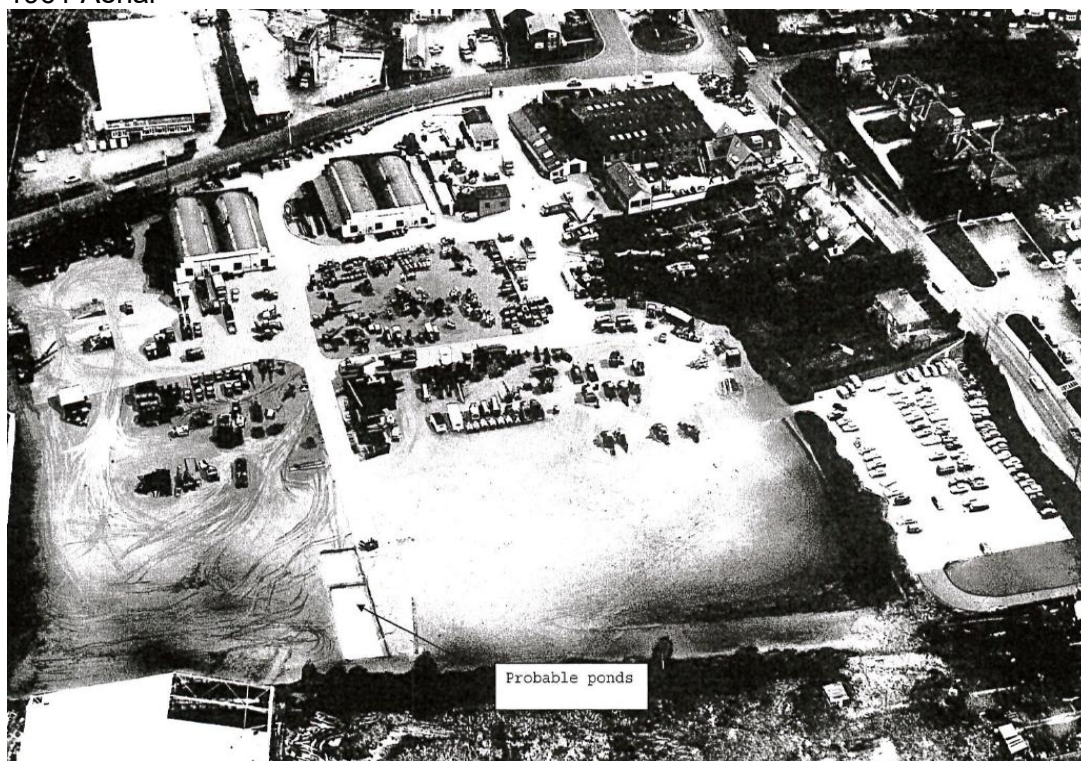
There is an existing 2-Storey traditionally built structure on site. It has masonry at low levels with glazing above and a pitched metal clad roof. It has an external metal fire escape (deemed unsafe) and is surrounded by concrete aprons serving as parking.

	
Bournemouth Road (Front) Elevation	School Lane (Side) Elevation
	
Production Yard (Rear) Elevation	The Oaks Flats (Side) Elevation

Historic mapping shows the site developing from fields and open landscapes, to a quarry brickworks in the late C19 with a school building. Post WW2 show the gradual development of the plot. The 1950 edition shows the NE corner of the site had been terraced to create a large platform, level with the road, on which two buildings labelled Machinery Plant Hire Establishment had been built. The works had expanded by 1959, with additional buildings on the upper terrace, and a second terrace created down slope of it on which three more buildings had been constructed. By 1966 a third and fourth terrace had been constructed each with a large square building on it, and the buildings on the second terrace had been replaced by larger structures on different footprints. By 1986 the site had reached the form it retains today.



1961 Aerial



2.3.3 Surrounding Areas:



To the north of the site is a used car sales company leading to Chandler's Ford train station.

The remaining WIL production facility boundaries South and West.

Houses opposite on Bournemouth Road / Chalvington Road.

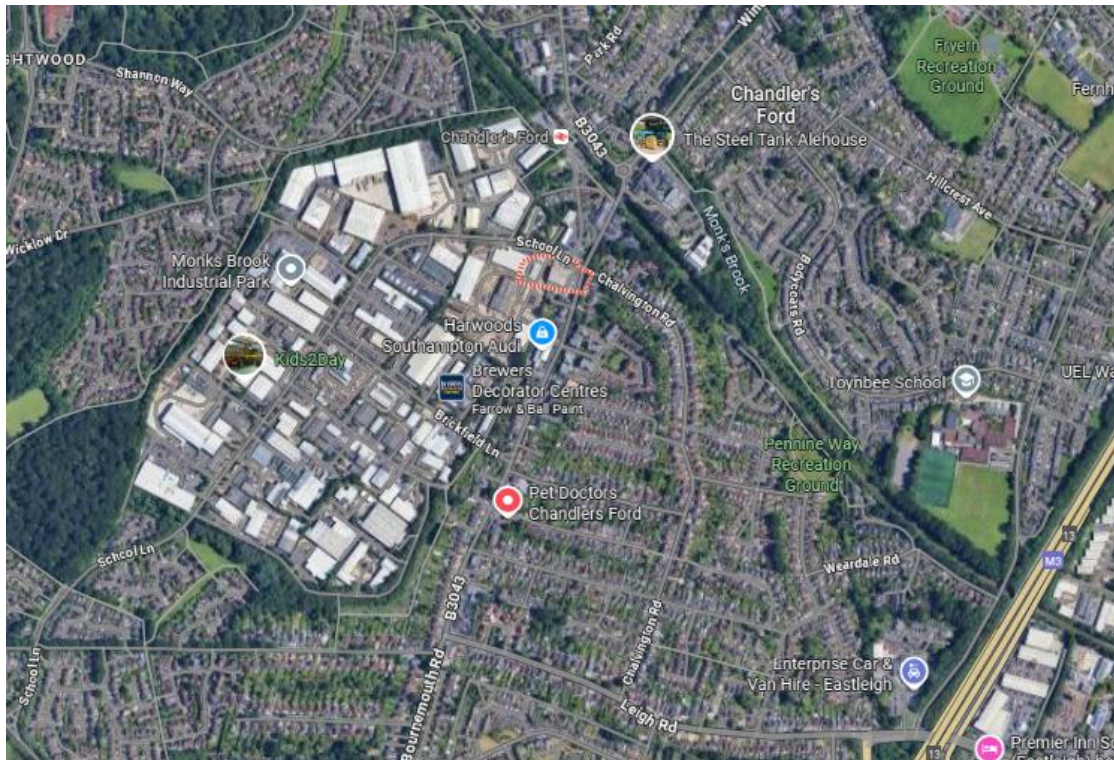
Further down School Lane leads to more industrial / commercial units.

To the North, Bournemouth Road leads to Chandler's Ford centre and amenities.

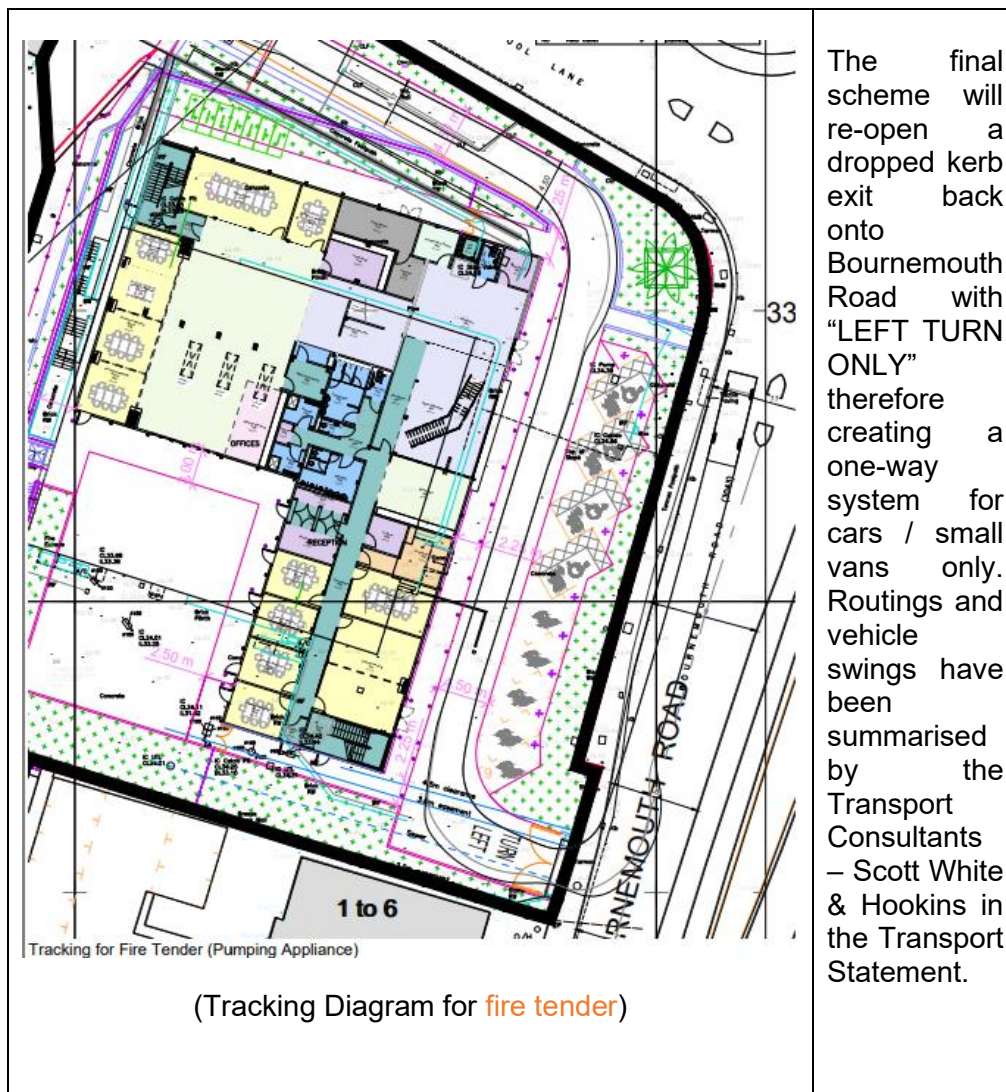
2.3.4 Site Entrance & Existing Site:

Access to the site is through the main gate on School Lane, instead of going past the Security Hut onto the production site you go through the barrier and up the ramp to the site.

Chandler's Ford Industrial Estate is well served off the main road network inc A-roads and motorways



Small vehicles, vans etc are able to make the sharp turn required, larger vehicles should follow the "Industrial Estate" signage to get a straighter run in.



3.0 MANAGEMENT OF WORKS

3.1 HSE Objectives

Portakabin is dedicated to a consistent and proactive approach to health, safety and environmental matters.

We will:

- Ensure that all persons working on our site are competent to carry out their work
- Plan all works to ensure all foreseeable risks are identified, effectively managed and communicated, and a safe system of work agreed prior to works commencing.
- Ensure sites are secured, ensuring unauthorised persons do not gain access.
- Comply with relevant legislation, and follow approved guidance and procedures
- Ensure disruptions to the local community are kept to a minimum
- Ensure high standards of environmental management

Where appropriate, liaise with the local community and stakeholders

Portakabin will provide all its Operatives, Contractors and Subcontractors with instruction and information relating to this Project; our main aim being to wherever possible, eliminate, reduce and control all foreseeable risks to health and safety on site.

3.2 Monitoring & Review of Health & Safety Performance

The Construction Phase Plan takes into account significant hazards and identifies control measures that will be required on this project. From this Portakabin will control and monitor the standard of Health and Safety on site through supervision by the above Management Team (3.1 Management Structure and Responsibilities), as well as through implementation of our safety management systems.

Our monitoring procedures will include regular inspections by the **Responsible Person**, where necessary this will be complemented by Tier 2 site audits from the HSE Team and potential third party audits where appropriate. Examples of items subject to inspection will include, but not limited to; standards of housekeeping, site security, fire prevention, PPE compliance, welfare arrangements, working at height controls, public safety, first aid provision, safety signage, general workforce behaviour etc..

3.3 Site Rules

- Before starting work, all Operatives, Contractors and Subcontractors attending site for the first time are to receive an induction by the Site Manager/Supervisor
- Parking is only permitted in the site compound or other designated areas – you should not park in the Client's production facility
- Your work area/site is kept as clean as possible at all times and any waste is cleared away as soon as practicable.
- You must ensure that you have read and understood the risk assessments and method statements for your work activity, and that you have signed to acknowledge this
- When visiting site, you **must** follow the site signing in and out procedure (See Induction)
- You should communicate and cooperate with other trades when working in close proximity, or when your work will or could potentially impact on others.
- If carrying out any 'Work at Height, Hot Works or Excavations, then you **must** ensure a Permit to Work is raised with the **Responsible Person** before this work commences
- You should be familiar with who the site first aiders' are and location of first aid kits.
- You **must** report all accidents/incidents and near misses immediately to the **Responsible Person** following the Accident Procedure
- Any Don't Walk By must be reported immediately to your **Responsible Person**.
- You should take all reasonable steps to prevent any unauthorised persons from entering the work site and report any breaches to the **Responsible Person**.
- You should ensure all tools, hazardous materials, building supplies and work at height equipment (e.g. scaffold ladder access) are secured/locked off/removed at the end of the day in order to prevent any unauthorised access – including children.
- You should ensure that any knives used on-site are a self-retracting safety knife. Use of any fixed blade knife must be subject to Risk Assessment and **Responsible Person** approval.
- You should keep pedestrian/access/fire routes clear of obstructions at all times.

- Smoking is not permitted within the site except in specially designated areas.
- No drugs or alcohol are to be consumed on site. Any person who is considered to be under the influence of drugs or alcohol will be asked to leave the site with immediate effect
- You **must** ensure Mandatory 5 Personal Protective Equipment is worn at all times and any further PPE/RPE appropriate to the task.
- Dust and noise pollution is kept to a minimum, with all reasonable measures taken to prevent any nuisance to residents, staff or general public arising from the carrying out of the works. **This site has a specific Dust Management Plan – see section 4.17**
- When visiting sites, you must follow the site signing in and out procedure
- Visitors must be accompanied to the work site at all times by the **Responsible Person** or their representative.
- Shorts are not permitted
- Personnel must not climb onto vehicle flat-beds without edge protection or a safe system of works
- The site speed limit is 5mph for all vehicles

3.4 Arrangements for Regular Liaison Between Parties on Site

As required, site meetings will take place on to allow any issues, design alterations or dealing with unforeseen eventualities to be discussed between all parties concerned (i.e. Client, Designer, Principal Contractor and Subcontractors).

The **Responsible Person** is to ensure the programme of works are done in such a way that the differing trades avoid conflict of operations wherever possible, thus allowing works to be undertaken safely.

A daily morning “team huddle” will be held with the Site Manager(s), trade supervisors (black hats) and other key personnel to assist in co-ordination and communication

3.5 Consultation with the Workforce

All Operatives, Contractors and Subcontractors must be inducted i.e. first visit. Regular tool box talks will be delivered by the **Responsible Person or their representative**. Feedback is welcomed from Operatives, Contractors and Subcontractors during these meetings.

All appropriate health and safety information that becomes available during the works will be distributed to all those concerned with, and working on, the project.

As appropriate to the type of site being worked at, temporary signage will be put in place to allow Operatives, Contractors and Subcontractors to be aware of what areas they have access to.

6 monthly Senior Management visits will be undertaken with presentation of a topic including Q&A / 2-way dialogue. This is a company wide exercise.

3.6 Exchange of Information between Client, Principal Designer, Principal Contractor and Contractors

All necessary information will be issued to the relevant parties together with copies to finalise the Health & Safety File.

All changes in design (relating to Health & Safety aspect) will be referred back to the Principal Designer and agreed by the client before any changes have been implemented.

3.7 Selection and Control of Contractors

All Portakabin Contractors complete a Supplier Engagement Documentation which details their Health & Safety performance, competence, training arrangements and the resources they have in place to carry out their works safely. From this all Contractors will submit specific Risk Assessments and Method Statements for this project **14 days prior to commencement**. They will be reviewed by the **Responsible Person** and when confirmed as satisfactory, copies will then be available on site.

Continual monitoring of Contractors and Subcontractors to be monitored throughout the project in the form of Health and Safety audits to ensure they are working in compliance with the Construction Phase Plan and current Health and Safety Legislation.

As required, Contractors will attend site meetings to ensure continuous communication throughout the project.

All personnel on site should be aware of the site documentation held on the Site Safety Noticeboard as well as the Social Media and Whistleblowing policies

A daily morning “team huddle” will be held with the Site Manager(s), trade supervisors (black hats) and other key personnel to assist in co-ordination and communication

All sites shall display the Site Safety Noticeboard – mandatory sections are in red and informative in green. Where impractical due to space then the mandatory sections can be displayed individually.

 SITE HEALTH, SAFETY & ENVIRONMENTAL NOTICEBOARD						
HSE POLICY HS-EM002	HSE F10 NOTICE (if applicable)	SITE RULES		PPE	SITE SPECIFIC INFO or TOP 5 HAZARDS ON SITE	SITE CONTACT DETAILS
INSURANCE CERTIFICATE	SITE MAP Assembly Points, Exits, Traffic Management			ASDED	WORK AT HEIGHT POLICY HS-P035	PERMIT TO WORK PROCEDURE HS-P002
NEAREST HOSPITAL Details, Location & Route	FIRST AID ARRANGEMENTS First Aider, Location of First Aid Provisions	FIRE & EMERGENCY PLAN	ACCIDENT/INCIDENT/NEAR MISS REPORTING PROCEDURE HS-P001		SAFETY BULLETIN (Recent Safety Alert)	SAFETY BULLETIN (Recent Safety Alert)

3.8 Induction

All personnel wishing to visit/work on site will be required in the first instance to undergo a Site-Specific Induction carried out by the **Responsible Person**. The induction will outline the significant points within this Plan, including the provision of Welfare Facilities, Accident and Incident Reporting, Waste Management Arrangements, Site Rules, Risk Assessments and Method Statements. Emergency Arrangements will be communicated at this point.

From January 2026 a new online general induction tool will be in use. INTERSite is a portal where operatives receive the Portakabin general induction, upload personal information such as medical conditions and/or next of kin as well as their competency certification. This is designed to be a timesaving tool and is GDPR compliant. This will take the place of the longer site induction but a short site specific one will still be given.

Regular tool box talks will be delivered to all operatives involved in the project. These will be recorded and held within the CDM Health and Safety Project Management File.

Policy Ref: HS-C008 Induction Slides or HS-F101 Small Site Induction Sheet and HS-G028 Visitor Induction For visitors

3.9 Reporting and Accident Investigation

All reports should be made to the **Responsible Person** who will then submit the report via the STARsafe App and submitted as soon as possible following an AINM event or DWB observation, and always on the same day as the event. The initial report does not need an accompanying investigation or photographs immediately, this can be added to the system at a later point by the HSE team.

In order to prevent the AINM event from recurring, it is necessary to investigate the causes of the event in as much detail as possible. (A DWB will not require a full investigation only a corrective action as these reports are for more minor issues).



All reports should be made to the **Responsible Person** who will then submit the report via the STARsafe App and submitted as soon as possible following an AINM event or DWB observation, and always on the same day as the event. The initial report does not need an accompanying investigation or photographs immediately, this can be added to the system at a later point by the HSE team.

In order to prevent the AINM event from recurring, it is necessary to investigate the causes of the event in as much detail as possible. (A DWB will not require a full investigation only a corrective action as these reports are for more minor issues).

Once the injured party (IP) has been attended to / area made safe, the following information should be gathered as soon as possible following an AINM event:

	Photographs of the area	Witness Statements from IP / Parties involved	SSOW i.e. RAMS / SOPs	Relevant training and briefing records
Accident	Do not need images of the injury but what caused it e.g. defective tool, ladder being used etc.	Depending on severity i.e. where potential for serious injury or damage is high	All documents the IP and colleagues were signed on to	All training records relating to the accident e.g. a fall from ladder we need to see ladder training, briefings etc. for the IP and colleagues

Incident	Showing the damage and how it occurred if possible		All documents relating to the task which resulted in the incident	Any relevant records relating to the incident
Near Miss	Showing the near miss if possible (prior to rectification)		All documents relating to the task which resulted in the near miss	Any relevant records relating to the near miss

Other information may include tool testing records, drawings, plans, Construction Phase Plans; competency cards e.g. CSCS, inspection records, daily check sheets etc.

All information gathered should be submitted on to the Via the STARsafe app or direct to the HSE team.

3.10 Site Security

Site Security will be provided by Portakabin as outlined in the HS-F096 Site Set Up Checklist.

The Client does have a 24-hour manned gatehouse at their main entrance.

The site perimeter will be demarked as:

Phase 2: Asbestos Strip	No additional fencing – existing “drop down” barriers create a mini compound next to the main roller shutter doors suitable for parking, materials in / out and skips
Phase 3: Soft Strip & Demo	Heras with debris netting to front & sides Heras with acoustic blankets to reduce site noise to the adjacent flats Open Heras to the production side of site Pair of gates to the bottom of the ramped area (refer to phasing plans)
Phase 4 onwards	Part of the demolition will remove the small perimeter wall – a solid hoarding will be installed to the new perimeter (refer to phasing plans)

Gates shall be closed and locked when not in use and whilst open will be manned by a banksman. A wireless doorbell will be used to attract the attention of the site team should they be unmanned.

Contractors will sign in and out of site.

Tools, Plant or Materials should never be left unattended. As part of the workforce induction, site security will be explained.

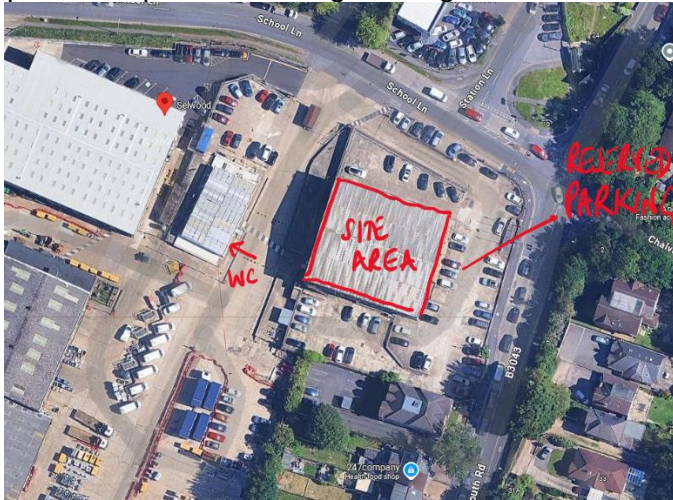
3.11 Welfare Facilities

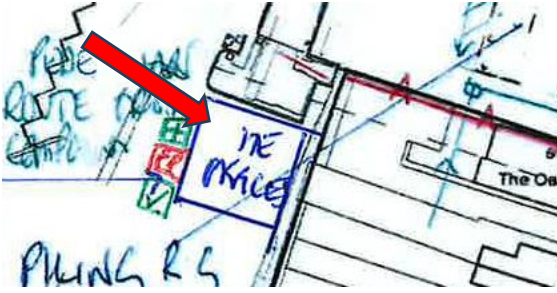
Welfare Facilities will be provided by Portakabin as outlined in HS-F096 Site Set Up Checklist.

In accordance with Schedule 2 of the CDM Regulations and the Workplace (Health, Safety & Welfare) Regulations welfare and office provisions will be provided on site. These are scaled to reflect the numbers of operatives, managers and quantum/type of works being undertaken.

As part of the workforce induction, the use of such facilities will be explained. All Operatives, Contractors and Subcontractors will be instructed to keep areas clean and in a tidy condition at all times and to treat the facilities with respect.

The welfare provision will be proportionate to the works ongoing and numbers of site staff, broadly:

Phase 1: Surveys & Enabling	Numbers <5 persons Agreed to use the adjacent building WCs with a desk / first aid point set up in the existing building 
Phase 2: Asbestos Strip	Numbers <8 persons As Phase 1 with Decon Unit as required by specialists Water stand pipe installed
Phase 3: Soft Strip & Demo	Numbers 8-12 persons A self contained welfare unit will be brought in and located adjacent to the demolition. This unit is suitable for up to 15 persons, have 2x WCs, 2 person office, a canteen, drying area and is solar / battery powered with a back up generator.  It will contain the first aid/eye wash/burns kit.

Phase 4 onwards	A full permanent site set up will be placed on the “lower tier” between the site and production areas, this is currently used for barrier storage. This will be double stacked and linked a side/side arrangement to suit the available space.  It will consist of: • Canteens, office space, meeting rooms, drying room & WCs It will contain the first aid/eye wash/burns kit.
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As part of the workforce induction, the use of such facilities will be explained. All Operatives, Contractors and Subcontractors will be instructed to keep areas clean and in a tidy condition at all times and to treat the facilities with respect.

3.12 Risk Assessments

Portakabin will ensure that suitable risk assessments are prepared in-line with the requirements of the Management of Health and Safety at Work Regulations 1999. Contractor risk assessments will be reviewed by the **Responsible Person** prior to the start of the works.

Where specialist construction skills are required, contractors may sub-contract such work to specialist/expert persons/companies within the programme of works. Again and in accordance with the Construction (Design and Management) Regulations 2015, Subcontractors will be requested to prepare and submit to the **Responsible Person** for approval, suitable Risk Assessments, specific to the intended work, well in advance of them starting work on site. The **Responsible Person** will ensure that the results of such assessments are communicated to the relevant workforce prior to the commencing the works.

Any risk assessment amendments (where required) will be undertaken/reviewed by the **Responsible Person**.

No work will be allowed to commence on site unless suitable and sufficient risk assessments (i.e. proportionate to the risks involved in the works) are in place.

3.13 Method Statements

Portakabin will ensure that appropriate Method Statements are prepared to manage the significant hazards identified. Contractor method statements will be reviewed by the **Responsible Person** prior to the start of the works.

Where specialist construction skills are required, Contractors may sub-contract such work to specialist/expert persons/companies within the programme of works. Again and where applicable, Subcontractors will be requested to prepare and submit to the **Responsible Person** for approval, method statements specific to the intended work, well in advance of them starting work on site. The **Responsible Person** will ensure that the results of such assessments are communicated to the relevant workforce prior to commencing the works.

Any method statement amendments (where required) will be undertaken/reviewed by the Site Manager/Supervisor and documented accordingly.

3.14 Emergency Contacts

Emergency Department	24/7/365 Southampton General Hospital Tremona Road Southampton SO16 6YD Main reception 023 8077 7222
Police Station	Public Enquiry Desk Mon - Fri 0800-1600 hrs Hampshire & Isle of White Constabulary Portswood Police Station St Denys Road Southampton SO17 2GB Non Emergency 101 Emergency 999
Fire Station	Hampshire & Isle of White Fire & Rescue Service Eastleigh Fire Station Steele Close Eastleigh SO53 3AA Non emergency 023 8064 4000 Emergency 999
National Gas Emergency Line	0800 111 999
Electricity	Scottish & Southern Electricity Networks 105

As part of the Fire Prevention on Construction Sites (JCoP) checklist the **Responsible Person** will liaise with the local Fire Service to provide site plans and agree provision for water supplies.

The following table is useful in decision making on what medical setting to attend:

Need medical help? Please consider what's the right care for you

 CARE AT HOME Stock your medicine cabinet and get plenty of rest Minor cuts and grazes Bruises and minor sprains Coughs and colds For health advice visit www.nhs.uk	 PHARMACY No appointment required Queries about medicines Minor illnesses Headaches Stomach upsets Bites and stings	 NHS 111 online 24 hours a day For advice visit 111.nhs.uk	 GP Out of Hours 111.nhs.uk Persistent symptoms Chronic pain Long-term conditions	 MINOR INJURIES UNITS, URGENT CARE CENTRES OR WALK-IN CENTRES Cuts Sprains Strain Bruises Itchy rash Minor burns	 A&E OR CALL 999 Life-threatening Choking Chest Pain Stroke Loss of consciousness Serious blood loss Difficulty breathing	 MENTAL HEALTH If you are over 18 and need urgent support call NHS 111 who will direct you accordingly If you need someone to talk to, call the Samaritans free on 116 123 (24 hours a day) If an emergency or if someone is in immediate danger call 999 straight away
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Please keep ambulances free to attend seriously ill patients

3.15 First Aid/Mental Health

Names of Portakabin trained First Aiders & Mental Health First aiders for that local region or business unit will be displayed on site and confirmed on site induction.

There will be a minimum of one first aid trained operative on site at all times with adequately provisioned first aid kits – the First Aid Needs RA will quantify the type of each kit, i.e. burns, cold weather, catastrophic bleed, AED, etc.

All sub-contractors shall provide Portakabin with lists of an First Aid trained staff – copies of certificates shall be forwarded.

The first aider on this project and the location of first aid supplies will be confirmed at the site induction.

	TBA Site Manager
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	TBA
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Emergency first aid notices, together with a map and directions to the nearest hospital with an accident and emergency facility will be displayed on site.

Emergency first aid notices, together with a map and directions to the nearest hospital with an accident and emergency facility will be displayed on site.

Southampton General Hospital
Tremona Road
Southampton SO16 6YD

3.16 Fire Procedures

Prior to works commencing, the **Responsible Person** will complete **HS-F033B Construction Site FRA L3-L6** in order to identify any increased risks specifically associated with the works being undertaken. Examples of items for consideration relating to fire include; ignition sources, flammable and combustible materials, access/egress and fire provisions/procedural controls the fire risk assessment will be reviewed and recorded on basis and when/if there are any significant and unplanned changes to the work activities.

During the induction process all personnel will be informed of the site specific procedures to be undertaken in the event of an emergency situation arising. Such procedures will include how to raise an alarm, evacuation routes and emergency exit points, citing of emergency portable fire-fighting equipment and the position of the assembly point used to take a roll call.

Fire routes and exits will be kept clear of materials and equipment at all times. If specific routes/exits need to be temporary closed, then the **Responsible Person** will undertake a review to ensure other suitable alternative fire routes/exits are made available for all persons and that signage is displayed. Information relating to any changed or restricted route or exit will be communicated to Operatives, Contractors and Subcontractors.

Appropriate types of fire extinguishers will be available per relevant fire hazard as in welfare areas, working areas, along with additional extinguishers located at the site of any hot works. External fire points with have a weatherproof enclosure.

Wherever hot works are undertaken, an appropriate fire extinguisher will be available to hand within the work area and all flammable materials removed. All hot works will only be carried out under the controlled conditions of a *HS-F063 Hot Works Permit* and will be inspected during and up to **60** minutes after the works have finished. All completed hot work permits shall be filed in the CDM Health and Safety Project Management file by the Responsible Person. Upon completion of each working day, the Site Manager/Supervisor or other competent person will check working areas to ensure no signs of fire or burning.

In the event of a fire Portakabin Operatives, Contractors and Subcontractors will follow the site fire evacuation procedure and if required, will request the appropriate emergency services to respond.

A review of Fire Evacuation Plans for all persons on site will be undertaken in line with HS-P039 - Fire Safety on Construction Sites by The **Responsible Person**.

The **Responsible Person** will also perform a HS-F098 Fire Safety Construction Sites Inspection Form and update accordingly.

The **Responsible Person** will liaise with all relevant parties (i.e. Site Manager/Supervisor, Health and Safety Team and the fire alarm contractor) prior to any works/isolations commencing to ensure suitable fire evacuation procedures are in place.

An emergency contact list for relevant local and emergency services has been compiled and can be found under section 3.15 of this document.

	Fire precautions and how the site will be integrated into the Production Site's fire plan will be finalised at a site meeting
	THE SITE FIRE ALARM WILL BE A KLAXON/AIR HORN THE ASSEMBLY POINT WILL BE THE SITE OFFICE

3.17 PPE

All personnel attending the work site, whether working on site or as a visitor, will be required to conform to the Mandatory Portakabin Personal Protective Equipment (PPE) requirements as outlined.

Portakabin enforces mandatory five point PPE within our construction sites.

Mandatory five point PPE;

- head protection – not “bump caps”. When working at height chin straps should be worn
- hand protection – to minimum cut levels
- eye protection
- hi-visibility workwear
- foot protection – “rigger” boots are not permitted. Boots should be lace up and be full height with ankle protection. In poor weather / when concreting safety wellies are permitted but only when authorised by the site manager

Shorts are not permitted, although not mandatory long sleeves are preferred to reduce UV risks

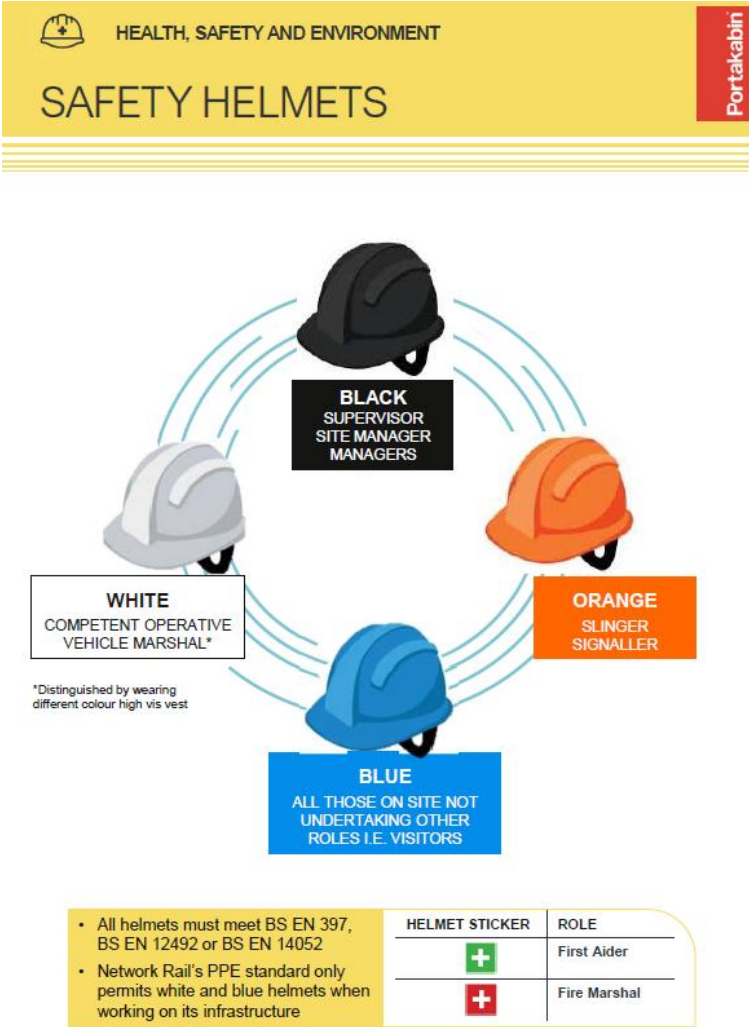
Other PPE/RPE will be contained within the individuals PPE kit for tasks that the risk assessments have identified a requirement for it to be worn.

All Main Contractors and Subcontractors will provide method statements and risk assessments for the works they are carrying out prior to works commencing. The mandatory PPE is to be outlined in their risk assessments and method statements and must be worn at all times alongside further PPE/RPE.

PPE Audits will be undertaken throughout the project.

HEALTH, SAFETY AND ENVIRONMENTAL BULLETIN Portakabin Stihl Saws – Updated Control Measures • When operating a Stihl Saw, Face Shields are to be worn at all times. These will must be BS EN166 (Category B as a minimum). • All persons operating abrasive machinery/tools will need to present their training/accreditations to the Site Manager before any work can commence. • Project Managers/Site Managers must ensure that all RAMS associated with Stihl Saws are up to date with the correct control measures are in place.	Any cutting using abrasive wheels (grinders, petrol cutters, etc) requires a full face shield and not just goggles – see Safety Bulletin
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Supervision of trades is key to the overall management of the site. This site will use colour coded hard hats to readily identify roles. Those in supervisory roles will complete and additional induction outlining their additional responsibilities e.g. undertaking equipment and quality checks, safety talks and attendance at the Morning Huddle.



Visitors will also have hi-vis with VISITOR on the back so as to identify them.

3.18 Environmental

Portakabin is accredited to the internationally recognised standard of ISO14001. As such, it will conduct its business in line with both the standard and its HSE Policy to ensure all reasonable measures are taken as to prevent pollution and to minimise as far as is possible the adverse impact on the environment of its activities. This will include (but not limited to), ensuring where possible any waste generated is recycled, electrical component waste is recovered/disposed of in compliance with the WEEE Directive, all waste is correctly disposed of through approved and licenced contractors only, hazardous spillages are dealt with correctly and immediately, ensuring measures for noise control are put in place where reasonably practicable.

4.0 ARRANGEMENTS FOR CONTROLLING SIGNIFICANT SITE RISKS

4.1 Access & Egress

The main access point for the workforce will be via the entrance highlighted in the image in section 2.1 Project Description & Programme Details. All materials and equipment will be brought through this entrance.

The **Responsible Person** will complete the HS-F096 Site Set Up Checklist

The **Responsible Person** control and monitor all Operatives, Contractors, Subcontractors and site visitors to the site, including compliance with delivery/collection times and any vehicle parking arrangements. The delivery and removal of skips will be supervised by a competent person. All vehicular and pedestrian thoroughfares are to be maintained clear and free from obstructions at all times except where secured off in the immediate vicinity of the works.

The **Responsible Person** will regularly monitor access routes for other maintenance and/or emergency access requirements e.g. refuse disposal, fire appliances, police and ambulance vehicles, to which clear access for emergency vehicles is to be maintained at all times.

Signage will be displayed at access points to warn of access restrictions and hazards likely to be present. All Operatives, Contractors, Subcontractors and visitors to site will be required to sign in and out. The **Responsible Person** will regularly monitor site security to ensure any potential risk of breach is minimised and/or if any breach has taken place, corrective and improvement actions are taken immediately.

High standards of housekeeping are to be maintained at all times, with general work areas and access routes to be kept clean and free from obstructions.

All operatives will ensure that they take care when accessing vehicle traffic areas and mandatory PPE will be worn in this area.

Refer also to section 4.6 Traffic Routes

4.2 Delivery/Removal of Materials

Deliveries will, where possible, be on a just in time basis to avoid inconvenience to Operatives, Contractors, Subcontractors and to avoid excessive storage of materials on site. Materials and equipment will be stored safely and tidily to prevent disruption and keep a safe site.

Communication regarding any large delivery or collection will be made either directly with local community, by use of notices, by hand-outs posted to the individual properties and use of traffic management companies

The **Responsible Person** will arrange for deliveries and collections made by heavy goods vehicles to be at pre-designated times and to be supervised by a competent person on arrival at site.

A delivery board will manage the numbers, quantities and timings of incoming and outgoing loads – this enables offloading to be managed. The groundworks' subcontractor will be

providing a telehandler as and when required. Deliveries requiring mechanical offload must be booked in at least 48hrs in advance to guarantee availability of the telehandler.

At no times will operatives be permitted onto the bed of lorries unless there is edge protection or another SSoW in place. Loads without means to offload safely will be refused access.

Refer also to section 4.16 Traffic Routes

4.3 Hoarding, Closures & Segregation

The **Responsible Person** will arrange for all working areas and trades will be segregated by means of heras fencing and or chapter eight barriers. Signage will be displayed to ensure the workforce, visitors and the general public are aware that building works are being carried out.

For management of the above please see HS-F067 Temporary Works Register

4.4 Waste Management Procedure in Place

All waste will be taken from site as quickly as possible to prevent any inconvenience the workforce. Waste will be stored safely and removed promptly from work areas to either the on-site waste skip or directly onto Contractor vehicles for onward disposal to a registered waste site. Vehicles removing waste will hold the appropriate waste carriers licence.

As part of the initial works set-up, an assessment of the skip position will be undertaken by the **Responsible Person** to ensure the locations chosen is the most appropriate for access/egress and safety. Particular Consideration will be given to the location of the skip so that it does not constitute a fire hazard to any part of the building (i.e. locating skip to the maximum permissible distance from the building, options for sourcing a smaller skip with more frequent collections).

Skips will be removed from site as often as required in order to ensure no excessive waste accumulates, but in all instances, arrangements for the delivery and collection of skips will **be** called off and arranged by the Site Manager. The delivery and removal of skips will be supervised by a competent person with appropriate banksman training.

All waste generated will only be removed by licenced contractors and in accordance with local and regional waste disposal and environmental legislation.

Wheel Washing

Mud and debris on the road is one of the main environmental nuisance and safety problems arising from construction sites. We will ensure that provisions are made to minimise the transfer of site debris onto the public highway.

The work area is a hardstanding concrete apron. The building footprint will be prepared into a piling "mat" with tarmac planings and 6F5 aggregates. There is no un-made or soil areas *per se* in the work area. Delivery vehicles are permitted in and out but will stay on the hardstanding at all times. Plant and tracked vehicles do not exit the work area and site themselves – they are transported via low loaders which again stay on hardstanding areas. Should any debris be tracked around the immediate area then this will be wetted / brushed up immediately.

Should there be arisings on wheels then a power washer will be kept near the work area gates to clean this down before going onto the main access road network. This will be monitored by the Site Manager and Labourer. Washdown will be kept to a minimum with SW drains being protected/monitored



When required a road sweeper will be called in to sweep the immediate area and/or gullies and interceptors cleaned.

Mud Risk Assessment:

Hazard	Likelihood	Controls	Residual Risk
Mud on Road	Medium	• Work area hardstanding and well away from public road • Gen vehicle movements in/out limited due to security • Pile mat in planings/crush • Power washer at exit • Roadsweeper on call-off (as required)	LOW

Segregation

In order to effectively follow the waste hierarchy, Portakabin will ensure that different types of waste are segregated to maximise the potential for reuse or recycling. This is likely be plasterboard, timber, plastic, metal and general waste, which is non-recyclable. In addition canteen/food waste will be dealt with separately.

Where space on site is restricted, mixed waste skips may be used where the waste contractor will collect and separate waste at their waste management plant.

Hazardous waste must be segregated from non-hazardous waste to prevent contamination. This may include; paints, solvents, adhesives, aerosols, fuel, electrical waste, for example. Hazardous waste should be contained securely to prevent leaks or spills and be ventilated where contents may be flammable or produce explosive atmospheres.

COSHH Assessments and safety data sheets stored in the H&S File should always be checked for storage requirements.

4.5 Plant & Equipment

All aspects of plant and equipment use and maintenance will be in line with the Provision and Use of Work Equipment Regulations (PUWER) 1998. Any plant and equipment used on site will be used only by competent persons. Any tools and equipment that are hired will only be from a competent hire company with relevant inspections carried out prior to hire. All portable electrical equipment used on site (either by Portakabin or Contractor/Subcontractor) will be subject to PAT testing. All Portakabin tested equipment will display a sticker detailing inspection date(s). All Portakabin ladders will be subject to Ladder Inspections by Zurich and colour tagged accordingly. All tools and equipment are subject to point of use checks by operatives.

All lifting operations will be subject to the Lifting Operations and Lifting Equipment Regulations 1998 (LOLER). Lifting operations involving plant and equipment will be pre-planned (lifting plan), checked to ensure all statutory test plant/equipment certificates (Inc. ancillary equipment; chains, slings etc.) are within date, equipment/plant is pre-checked by a competent person before use and that suitable lifting risk assessments and method statements are in place. Lifting accessories will also have been checked by Zurich and colour tagged accordingly.

For Planning of Lifting Operations see 4.19

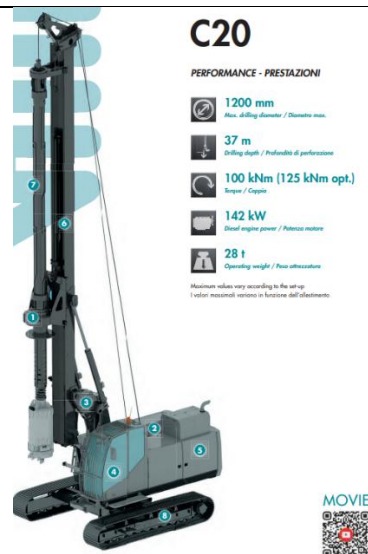
Wherever possible, battery tools are to be used. Where battery tools aren't possible, 110v is required or RCD protection to any 240v tools. If 110v or 240v is used, then the nearest power source will be used. Wherever possible trailing cables will be avoided, to which any extension cables used with plant and equipment will be located in a safe position away from where damage or trip hazard could occur e.g. clipped overhead, placed along the sides of pedestrian/vehicle routes and/or taped down. Signage to warn of cable hazards will also be displayed if required.

Demolition plant including a crusher will only be used in standard working hours and not left idling. **It is proposed to use a McCloskey J45 crusher**



Piling works will be undertaken during standard working hours and a Casegrande C20 rig will be used.

Noise and vibration will be monitored by the Site Management team



As a winter build project additional tower lights will be used to supplement task lighting and general daylight. These will be hybrid powered and set up to illuminate the site area only being conscious of the main road and light pollution to the neighbours. These will not be left on outside of site hours.



4.6 Storage of Materials

Storage of materials will be located within the work area. Any other required storage of materials will be kept within the area of the work location or externally fenced storage area.

On completion of the demolition phase all concrete based arisings will be crushed to 6F2 and left stockpiled on the site for the use of the civils contractor. This is estimated to be ~1500-1750m³ +/- 25% any excess that cannot be re-used will be muck-away

It will be all operatives duty onsite is to ensure that no materials/debris are left within or around buildings, which may constitute a potential risk/hazard.

4.7 Permit to Work

Portakabin will ensure that a Permit to Work System is in operation for high risk activities such as working at height, hot works etc. The Responsible Person will ensure permit to work documents are raised and closed-out as appropriate, and that the all control measures identified to reduce risk during the permit period are in place.

- HS-F061 Confined space permit
- HS-F062 Excavation permit
- HS-F063 Hot works permit
- HS-F102 Electrical work permit
- HS-F103 General permit

The General Permit will be used for the demolition works.

Live permits will be held on a Permit Board in the site office with closed off ones being filed accordingly.

Once live the Electrical permits will be managed by the M&E Site Manager along with any necessary Lock Off / SSoW procedures.

Any works outside of the Portakabin site boundary i.e. electric cable trench, mains changeover will be subject to a SRUC PTW issued by the client once SSoW/RAMS have been agreed.

4.8 Manual Handling

Where it is possible, avoid unnecessary Manual Handling via use of mechanical aids. When operations identified involve either heavy lifting, awkward loads or repetitive movements this will be risk assessed to ensure a safe method of work such as two-person lifts etc. All Portakabin operatives and its Contractors/Subcontractors will be subject to having undertaken mandatory manual handling training.

Manual Handling Principals:



4.9 Work at Height

If possible, Portakabin will avoid work at height. If this cannot be done, Portakabin will ensure a safe system of work at all times. A Risk Assessment (and Method Statement where necessary) will be completed before any work at height commences. Our Contractors and Subcontractors will also supply the same.

All those who will work from height will have received Work at Height Training and have the appropriate equipment such as ladders and steps which are part fit for purpose and inspected at point of use. For Portakabin issued ladder type equipment, 6 monthly inspections will also be carried out by a competent person from Zurich and appropriately colour tagged.

All ladders brought to site must be logged on the site ladder register and given a tag by the responsible person onsite – these tags must be updated weekly.

As part of any installation we are required to undertake significant roof works. To this end we have developed our own internal Roof Safety Procedures, which includes details of the processes for roof rescue and recovery. All personnel undertaking roof works will be trained in these procedures including the requirement to be harness aware.

Works to be completed whilst building is unoccupied.

All work at height by slingers etc. will be undertaken with the use of fall prevention (lanyards) or fall mitigation systems (fall arrest).

Where specialist work at height equipment is required, specific risk assessments and method statements (if applicable) will be provided to the **Responsible Person**.

Scaffolding is required, this will only be erected and dismantled by those Contractors who have been vetted by Portakabin in order to demonstrate the appropriate competencies. Scaffold is to be erected, dismantled and altered in accordance with guidance from NASC (SG4 Preventing falls in scaffolding) and/or by following specific scaffold training for the type of scaffold being worked on, along with following guidance as provided by the manufactures of the scaffold.

A scaffold used for construction should be inspected before it is used for the first time and then every 7 days, until it is removed. It should also be inspected each time it is exposed to conditions likely to cause deterioration i.e. following adverse weather conditions or following substantial alteration

Scaffold and ladders will be secured and marked with safety/warning signage to avoid misuse and hazards to site operatives and the general public. When the site is closed, or if scaffold is not in use, then all ground ladder/access points will be removed/isolated/locked-off to prevent any unauthorised access.

For management of the Scaffold Designed in conjunction with the above please see HS-F067 Temporary Works Register

Scaffolds are identified at:

- Stairwells
- As temporary edge protection
- Lift shaft

- Cladding area above single storey block not accessible via MEWP

Safety netting will be used on the traditional roof area above the atrium and designed/installed by competent specialists.

All those who will work from height will have received Work at Height Training. Where specific training is required such as PASMA or IPAF, only competent operatives will be used.

Refer also to 4.27 Confined Spaces

Refer also to 4.21 Protection from Falls and Falling Materials

ALL WORK AT HEIGHT EQUIPMENT SHOULD BE TAGGED AND ON A REGISTER

4.10 Asbestos

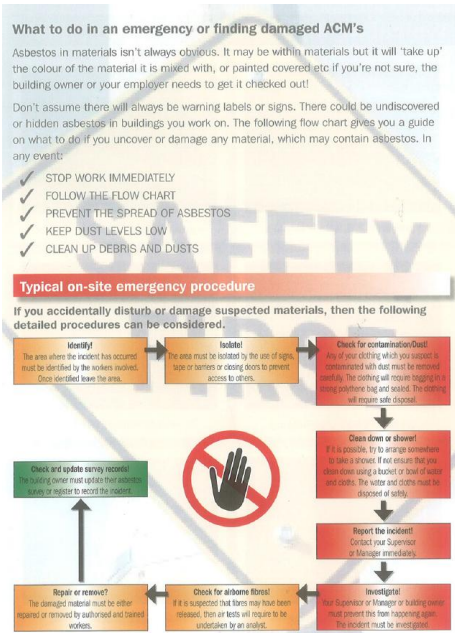
All identified ACMs within the Old HQ building will be removed in Phase 2 of the works

Asbestos Survey Reports will be available on site via the **Responsible Person**, with copies held within the CDM Health and Safety file.

Further to the above, if during the works any other concerns of suspicious asbestos materials are identified, Operatives/Contractors/Subcontractors will immediately stop works and report such to the **Responsible Person**. Sampling and analysis will be arranged and undertaken by an approved asbestos testing laboratory only, thus to determine if asbestos is present.

Under no circumstances will unqualified Operatives, Contractors and Subcontractors be allowed to work with asbestos. All asbestos removal will only be undertaken by an Portakabin approved Asbestos Contractor. All asbestos removal will take place in accordance with the risk assessments and method statements provided by the Asbestos contractor. Asbestos waste will be removed from site at the earliest opportunity and will not be stored on site.

On completion of the asbestos removal works a "Certificate of Handover" will be provided.



 LucionServices Protecting people and planet	James Beaumont Account Manager James.beaumont@lucionservices.com 03455 040303 07843 597867
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Further Ph 2 intrusive ground investigation is being undertaken to assess any further contamination in particular hydrocarbons/oils/fuels. Once this has been completed and lab tests completed then a site specific remediation/validation plan will be written and completed.

Whilst working should any new or suspected contamination be found then works shall stop, the immediate area made safe including possibly covering up excavations, the site **Responsible Person** shall be informed and then specialist testing undertaken. Once the substance has been identified then a plan for its removal will be drawn up including the necessary RAMS, COSHH and waste disposal plan.

4.11 Lead

Buildings that Portakabin are connecting to may contain structures coated by lead based paints in addition to roofing, flashing and plumbing elements. Should the scope of works indicate the necessity to disturb significantly any painted elements, the lead content of the paint shall be established and appropriate controls put in place to manage the hazard.

There is currently no indication of any lead contamination in/around site.

4.12 Control of Substances Hazardous to Health (COSHH)

Portakabin and its Contractors/Subcontractors, who intend to use potentially hazardous substances or materials on site, will provide appropriate COSHH assessments. The

Responsible Person will review each submitted assessment for approval prior to allowing the substance to be used on site.

Any potential hazardous substance or material will be accompanied by a COSHH assessment or Material Safety Data Sheet, to which the **Responsible Person** (Portakabin Assessments) and Contractor Manager/Supervisor (contractors) will ensure all users have read and understood the key elements of the information e.g. handling and storage controls, emergency first aid measures, PPE/RPE requirements, emergency firefighting measures, accidental release measures etc.

Policy Ref: HS-P024 Management of COSHH

4.13 Noise

The operations undertaken during this programme of works may periodically generate high levels of noise, however and where practical, suitable controls will be put in place to ensure noise generation is either eliminated or reduced to an acceptable level for Operatives, Contractors and Subcontractors on site and the general public in the local vicinity. Equipment which emits noise will be subject to service and maintenance in line with manufacturer's instructions to reduce noise generation.

If any Portakabin employee is likely to be exposed to noise at or above the lower exposure action value of 80 dB(A), the **Responsible Person** for the site will ensure that a suitable and sufficient assessment has been undertaken by the relevant party. The purpose of risk assessment is to enable Portakabin to make a valid decision about whether employees are at risk from exposure to noise and what action (if any) may be necessary to prevent or adequately control that exposure.

Mandatory cutting areas will be put in place to reduce exposure of noise further signage will be installed to warn of this area.

In line with our HSE Policy, Portakabin will inform adjacent parties or persons likely to be affected by any noisy works during a project. Communication regarding any planned and anticipated excessive noise levels will be made directly with clients or neighbours via the **Responsible Person**.

In addition acoustic "blankets" **mounted on the site fencing** have been specified between our site and the neighbours.

All complaints concerning noise emissions must follow our procedure Environmental And Neighbour Complaints E-P002. **All complaints will be recorded as required by Considerate Contractors Scheme and will be investigated by the Contract Manager.**

4.14 Vibration

The operations undertaken during this programme of works may occasionally and for short spells only, generate high levels of vibration. Portakabin recognises that the regular exposure to Hand Arm Vibration (HAV) can present considerable risks to the health of the operator. Therefore, in accordance with the *Control of Vibration at Work Regulations 2005*, Portakabin will, see that:

- Operatives, Contractors and Subcontractors attempt to eliminate vibration risk totally during the works and where the risk cannot be totally eradicated, they reduce the risk of harm from exposure to HAV to levels that are "as low as is reasonably practicable".
- Portakabin Operatives will record trigger times on specified equipment which will be submitted to line management.
- All Portakabin vibrating equipment must be tagged with vibration levels.

Contractors and Subcontractors will make available for inspection, on request, copies of maintenance records for relevant items of Work Equipment (WE). Regular maintenance of WE limits the possibility of such items producing increased vibration levels over their lifetime.

Policy Ref: HS-P014 Control of Vibration

4.15 Traffic Routes

Construction traffic on this project can be classified as follows:

- Regular site traffic: operatives cars, vans who will regularly be based on site.
- Regular small deliveries: these are couriers and the like who will be in small vans / cars who will not stay on site for more than ½ hour.
- Regular large deliveries: these are either articulated or rigid lorries that make regular deliveries and / or removals from site. E.g. builders merchants, muck away, aggregate deliveries, tarmac wagons.
- Exceptional large deliveries: are the modules themselves which are classified as abnormal loads and will be routed/escorted and notified to the relevant Police Forces on that route – done via Abnormal Load Movement Orders (ALMO).

Hauliers are generally selected from our approved list with FORS (Fleet Operators Recognition Scheme) Silver and CLOCS (Construction Logistics and Community Safety) qualifications being considered.

In addition, there will be occasional visitors who will be accommodated in the compound areas.

In the South East corner of site is an overhead power pole and stay wire. This is to remain and will be protected

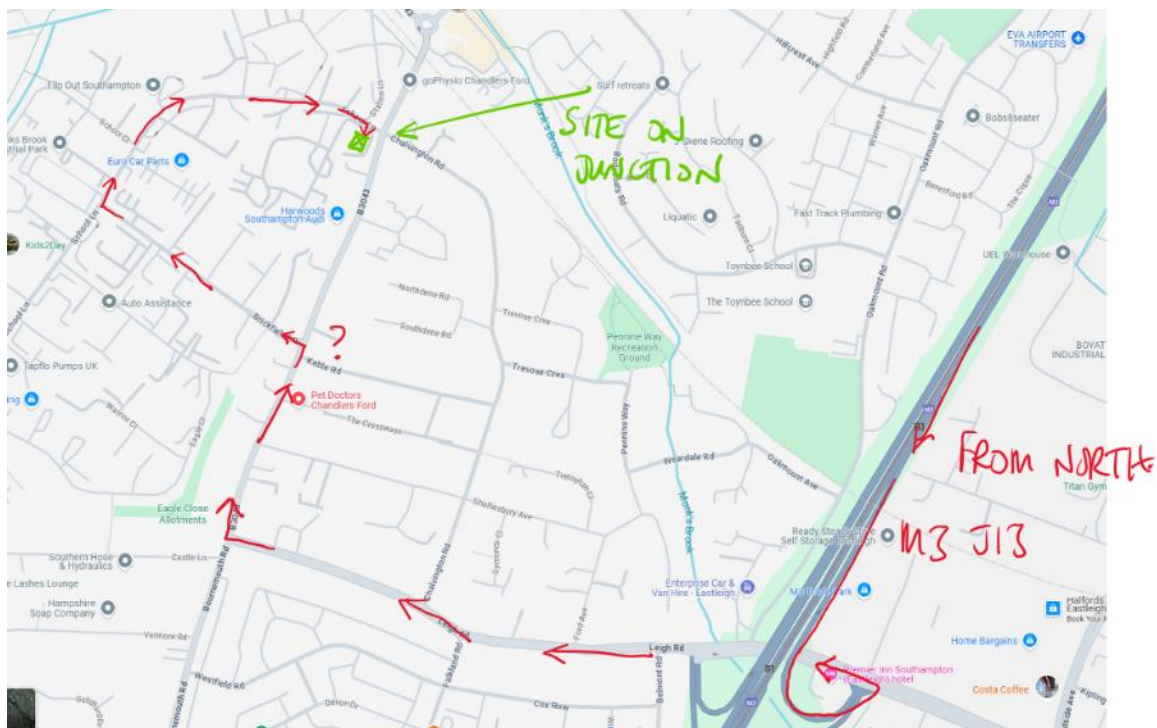
HSE Guidance Note 6 (GS6) – Avoiding Danger from Overhead Power Lines (Fourth Edition) gives guidance on working near overhead power lines, emergency procedures and how to pass underneath these lines.

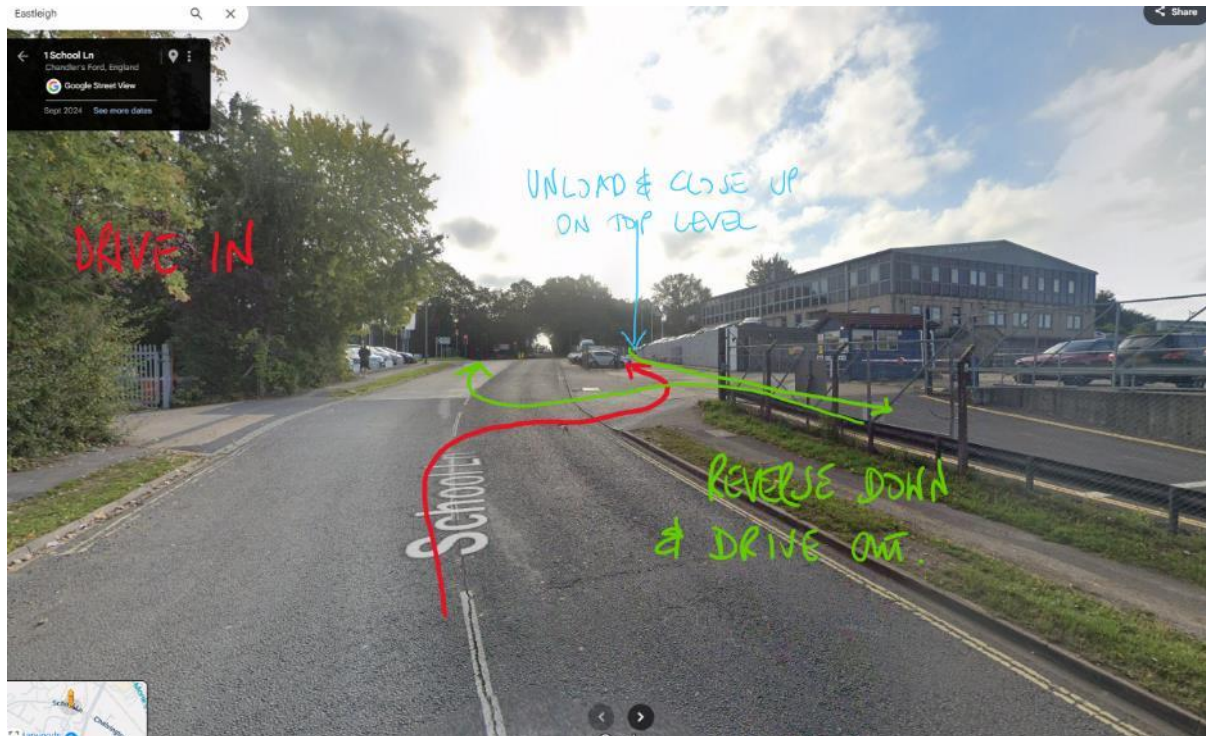


GS6 protection measures (signage / red-white “goal posts”) will be installed in accordance with the programme



For the module delivery a specific Traffic Management plan will be written, the route has been surveyed by one of our Hauliers and routed accordingly:





In addition to the above we would utilise additional management to:

- Provide appropriate warning signage, “caution construction traffic”, “vehicles crossing” etc.
- Use of appropriately trained, qualified and certified banksmen for guiding vehicles and to manage pedestrian movements passed the site entrance during vehicle unloading.
- Portakabin employ specialist Traffic marshals during the module installation, these trained operative will marshal the vehicles into site and co-ordinate any pedestrians along the designated routes.

Communication regarding any large deliveries or collections is key and will be made either directly with local community, by use of notices, by hand-outs posted to the individual properties and the use of traffic management companies

The Site Manager will arrange for deliveries and collections made by heavy goods vehicles to be at pre-designated times and to be supervised by a competent person on arrival at site

Refer also to section 4.1 Access and Egress

4.16 Protection of the General Public

Portakabin will ensure that controls are implemented to ensure that members of the public are not subject to any additional hazards whilst project works are undertaken. Suitable and sufficient fencing and barriers will be formed to protect non-contract personnel, with adequate signage posted warning of the potential hazards.

All signage will be in place for the general public to be aware that building work is taking place.

Refer also to 3.11 Site Security

Refer also to 4.1 Access & Egress

Refer also to 4.2 Delivery/Removal of Materials

Refer also to 4.3 Hoarding, Closures & Segregation

4.17 Dusts and Fumes

Dust Elimination: Whenever feasible, Portakabin will prioritise processes that eliminate dust generation, utilising alternative materials and technologies to minimise airborne particles.

On-Tool Extraction: Effective January 2024, Portakabin mandate the use of on-tool extraction systems wherever applicable. These systems capture and remove dust directly at the source, reducing the dispersion of hazardous particles.

Prohibition of Dry Sweeping: Dry sweeping is strictly prohibited. Instead, approved methods such as wet sweeping and vacuuming with appropriate filters (M and H) are employed to prevent the suspension of dust particles.

Respiratory Protection: All personnel requiring Respiratory Protective Equipment (RPE) **should** undergo face fit testing to ensure a proper mask seal, coupled with compliance to clean-shaven requirements where RPE is necessary unless the operative has an air fed respirator.

Regular COSHH Assessments: COSHH assessments are conducted and regularly reviewed to identify and evaluate risks associated with hazardous substances, including dust particles. These assessments guide the selection of appropriate control measures.

Training and Awareness: Awareness programs and communication channels ensure that all employees and sub-contractors understand the importance of the new controls and their proper implementation.

As of 2024, Portakabin have adopted a zero tolerance approach to non compliance of our dust control policies. The four dust bulletins summarise the best guidance to managing dust on site, as well as suitable methods of PPE for those carting out tasks at risk of dust inhalation. These bulletins can be requested as necessary.

In summary, these bulletins outline the need to reduce **Respirable Crystalline Silica (RCS)** **which is generated from materials like concrete, brick or stone**, on site, as well as reducing the likelihood operatives breathe in RCS. The methods in reducing RCS include relevant dust extraction utilised as necessary, any face fitted P3 (FFP3) equipment worn as suitable, and dust to be cleaned up with M or H class vacuums. A suitable COSHH assessment should also be made available.

- 1 A 5 mph speed limit will be imposed across site to minimise any dust generated by the movements of site traffic.
- 2 In addition, towable water bowser with hose sprinkler system as suppression on dry and dusty days. The water used in this operation will be minimal and will not require

any form of drainage. Nor will it be of sufficient quantity to cause any issues to existing water courses. During the demolition phase water suppression will be used either a "Motofog" or "Dust Boss" unit



- 3 All muck away wagons will be fully sheeted prior to leaving site to minimise the risk of any mud spilling onto the highway.
- 4 Vehicles and plant will be switched off when not in use to avoid unnecessary idling.
- 5 Cutting / grinding will have dust suppression / extraction fitted.

In addition to the above the site manager will undertake on and off site inspections to monitor dust, this will be logged in a site record (Refer to Omnia Dust Management Plan C11240-1/1.0 Reporting Form 1: Visual Dust Inspection)

Reporting Form 1: Visual Dust Inspection

NOTE: This form should be used for recording results from visual site inspection. All fields should be completed in full.

Reporting of dust on (date):

Location	Time of Inspection	Meteorological Conditions	Current Site Activities	Dust Conditions

Monitoring undertaken by:

Any additional observations of note:

Details of any required amendments to site operation as a consequence of findings:

Signed:

Date:

Any exceptional incidents and / or complaints **will be recorded**. The condition of haul roads will be noted too

The site will also be registered with the Considerate Contractors Scheme (CCS) and a CCS Complaint / Complement book will be held by the Site Manager **along with contact details on the perimeter hoarding**

Refer to Omnia Dust Management Plan C11240-1/1.0 Reporting Form 2: Complaint Reporting Form	Reporting Form 2: Complaint Reporting Form NOTE: This form should be used for recording details of any dust complaints. All fields should be completed in full. Reporting of dust complaint on (date): Name, telephone number and address of complainant: Details of complaint: Date, time and duration of dust impact: Description of dust impact: Meteorological conditions during incident: Potential sources or activities that could give rise to dust during incident: Operating conditions at time of incident: Date and time of complaint follow up call: Action taken: Details of any required amendments to DAP or site operation: Signed: _____ Date: _____ (authorised to sign)
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The full Dust Management Plan is listed in Appendix 6.4

OMNIA Consulting have assessed the works to be undertaken **and summarise:**

Potential	Risk			
Impact	Demolition	Earthworks	Construction	Trackout
Dust Soiling	Medium	Low	Low	Low
Human Health	Negligible	Negligible	Negligible	Low

4.18 Demolition, Dismantling and Structural Alterations

Portakabin appreciates that the project involves some dismantling / demolition works. Therefore, Portakabin will ensure that dismantling operations are afforded the relevant planning appropriate to the degree of risk involved, with due consideration given to:

- Planning
- Managing
- Monitoring
- Co-ordinating

Where Portakabin or their contractor(s) are in control of a demolition, dismantling or structural alteration project, there will be a suitable and sufficient SSOW in place to address the following:

- Falls from Height
- Injury from falling Materials
- Uncontrolled Collapse
- Risks From Connected Services – Refer to 4.24 Excavations
- Traffic management
- Hazardous materials
- Noise and Vibration
- Fire
- Worker Involvement



Policy Ref:

HS-P035 Working at Height

HS-P036 Avoiding Danger from Underground Services

HS-P024 Management of COSHH

HS-P014 Control of Vibration

HS-P039 Fire Safety on Construction Sites

4.19 Electrical Supplies

Portakabin appreciates that any work undertaken on electrical systems and associated equipment must be done in compliance with the requirements of the Electricity at Work Regulations 1989. Therefore, in accordance with the Regulations, the company will ensure that those people employed to carry out work on electrical systems and associated equipment during the works are both suitably qualified and certificated, as follows:

- Electricians certificated to City & Guilds 2382 Standard (Requirements for Electrical Installations: BS7671 Latest Edition)
- Electricians certificated to City & Guilds 2391 Standard (Requirements for Inspection, Testing and Certification of Electrical Installations)

Portakabin will ensure that appropriate drawings and plans of the installations are made available for reference during the works. This will ensure that information relating to cable runs, etc. are available. Where such information is available, it will be referred to by the electrician(s) whilst carrying out the works. Portakabin will ensure that suitable and sufficient risk assessments are prepared for any electrical elements of the project well in advance of the works taking place and warning signage (where applicable) is attached/displayed.

4.20 Protection from Falls and Falling Materials

Where there is a possibility that visitors, members of the public, Operatives, Contractors or Subcontractors are at risk from falling objects, then arrangements will be implemented to reduce the risk. Where necessary exclusion zones will be set up around the area and barriers erected to prevent access to unauthorised persons.

4.21 Gas Supplies

There is no mains gas on site

4.22 Water Supplies

Portakabin will ensure that where applicable, suitable and sufficient risk assessments are prepared for water supply work in advance of the works taking place, and that the appropriate isolations are put in place. The **Responsible Person** will ensure that mains water isolation points are known and that means of access are not impeded.

For works on the hot and cold water systems, Portakabin will ensure all appropriate measures are taken to ensure the risk of legionella from water systems being worked on are reduced to as low as reasonably practicable. As applicable for the type of works being carried out, controls will be outlined in the appropriate risk assessments.

There is a mains fed water stand pipe within the site for general use

4.23 Confined Spaces (Restricted Space)

Portakabin will ensure if works are required within areas that are considered as a confined space (restricted space) e.g. working inside void space then specific risk assessments, method statements and rescue plans will be supplied, which if required will also include any additional measures to be taken for any particular identified confined space hazard.

Refer also to 3.13 Risk Assessments

Refer also to 3.14 Method Statements

4.24 Excavations

Portakabin will ensure that if works involve the need for 'breaking ground' then the appropriate measures will be taken to establish the location of underground services by means of;

- Identifying and managing the dangers,
- Planning the work,
- Detecting, identifying and marking underground services,
- Record detection methods and area via HS-F123 Site Survey Record Sheet
- Safe excavation.

For management of the above please see HS-P036 Avoiding Danger from Underground Services and HS-F067 Temporary Works Register

Any subcontractors working on behalf of Portakabin with works that involve 'breaking ground' will prepare RAMs that identify hazards/control measures that Portakabin will approve.

Refer also to 3.13 Risk Assessments
Refer also to 3.14 Method Statements

4.25 Lifting Operations

Lifting operations will be identified and a lifting plan undertaken by an appointed person having undertaken a suitable and sufficient site specific site investigation and risk assessment. All lifting operations for lifting and installing materials will be undertaken and monitored by suitably trained and competent operatives.

Trained and competent Slinger/Signallers will oversee and marshal the lifting operations. Where plant equipment, associated lifting equipment and plant is used, all relevant elements will have been subject to regular inspection and maintenance as well as receiving a full statutory test and thorough examination.

Documents relating to the testing and thorough examination should be retained on site for the duration of the works. The ground conditions will be checked and confirmed as acceptable for the task, no works to be begin until confirmation of the above.

The site is 3.0km from Southampton Airport and as such we must gain permission from the UK Civil Aviation Authority (CAA) to use a crane within this zone. This is a Planned Project and as such a fee and 8 week notification period apply. The CAA may then impose restrictions on timings and durations.

4.26 Temporary Works

The effective operation of temporary works requires the appointed persons to ensure that the identified duties are implemented and adhered to.

On-Site operations will be complemented by the associated permits as per section 4.7 Permit to Work and 3.12 Risk Assessments all will be documented within the Temporary Works Register.

HS-F067 Temporary Works Register

TEMPORARY WORKS	
Designated Individual	Lee Matthews
Temporary Works Co-ordinator	Andrew Catherall
Temporary Works Designer	Various

Temporary Works Supervisor	Site Manager - TBA
Temp Works Design Checker	As required

4.27 Abrasive Wheels

When using an Abrasive Wheel to cut any material, Portakabin have outlined the mandatory PPE requirements to ensure safe use of the equipment (Petrol Saw, 4" grinder, 9" grinder, etc).

The mandatory PPE requirements are:

- standard 5 point PPE,
- full face shield (replaces the need for safety glasses),
- FFP3 face fit mask (at a minimum),
- ear protection.

Where possible this task should be undertaken outside to increase ventilation and as a wet cut to reduce dust inhalation. If the operator is cutting indoor then on tool dust extraction must be used.

When using a FFP3 mask to comply with the Face Fit test the wearing should be clean shaven, if the wearer is not clean shaven a full hood mask with fan ventilation should be worn.

5.0 HEALTH AND SAFETY FILE

5.1 Client Health and Safety Information

The Health and Safety File is a series of documents containing relevant health and safety information to be taken into account to aid the safe use, cleaning, maintenance, refurbishment and any future demolition of the building.

The Principal Designer is responsible for preparing the Health and Safety File as required by the CDM Regulations 2015. The Project Manager will be responsible for collecting and contributing information to the file.

The layout of the file will be agreed with the Principal Designer and, if necessary, the Client, in the early stages of the project.

The file should consider the following information:

- Brief description of the work carried out
- As built drawings of the buildings, plant and equipment
- Any hazards that have not been eliminated through the design and construction processes, and how they have been addressed (e.g. surveys or asbestos survey, contaminated land report etc.)
- Key structural principles (e.g. bracing, pre, post tensioned steel, location of module columns, safe working loads of floors etc.)

- Details of hazardous materials (e.g. lead based paints and special coatings)
- Information for the safe use maintenance and removal of installed plant (e.g. chillers, boilers etc.)
- Health and safety information about equipment for cleaning or maintaining the building or structure
- Details of the location of significant services (e.g. underground cables, gas supplies, water pipes etc.)

6.0 APPENDICIES

6.1 Phasing Plans

6.2 HS-EM002 Portakabin HSE Policy Statement

6.3 F10 HSE Notification of Project

6.4 Dust Management Plan

6.5 Underground Petroleum Tank information