

The Construction Phase Plan Principal Contractor's development prior to Start on Site



The Principal Contractor is required, under the Construction (Design & Management) Regulations 2015, to develop a Construction Phase (Health & Safety) Plan.

The Construction Phase Plan should include the following:

- (a) a description of the project such as key dates and details of key members of the project team;
- (b) details about the management of the work including:
 - (i) the health and safety aims for the project;
 - (ii) the site rules;
 - (iii) arrangements to ensure cooperation between project team members and coordination of their work, e.g. regular site meetings;
 - (iv) arrangements for involving workers;
 - (v) site inductions;
 - (vi) welfare facilities; and
 - (vii) fire and emergency procedures;
- (c) the control of any of the specific site risks listed in Schedule 3 where they are relevant to the work involved.

Schedule 3 risks:

1. Work which puts workers at risk of burial under earthfalls, engulfment in swampland or falling from a height, where the risk is particularly aggravated by the nature of the work or processes used or by the environment at the place of work or site.
2. Work which puts workers at risk from chemical or biological substances constituting a particular danger to the safety or health of workers or involving a legal requirement for health monitoring.
3. Work with ionizing radiation requiring the designation of controlled or supervised areas under regulation 16 of the Ionising Radiations Regulations 1999.
4. Work near high voltage power lines.
5. Work exposing workers to the risk of drowning.
6. Work on wells, underground earthworks and tunnels.
7. Work carried out by divers having a system of air supply.
8. Work carried out by workers in caissons with a compressed air atmosphere.
9. Work involving the use of explosives.
10. Work involving the assembly or dismantling of heavy prefabricated components.

For medium and large projects the Principal Contractor should consider providing information on the following:

- Method Statements related to the hazards identified in the pre-tender health and safety plan and/or statements on how the hazards will be addressed and other significant hazards identified by the contractor;
- Details of your company management structure and responsibilities
- What arrangements you have for issuing health and safety directions to staff on site;
- The standards of health and safety to be applied;
- What procedures do you have for informing other contractors and employees of health and safety hazards;
- How do you select and ensure the competency of other contractors, the self-employed and designers;
- What procedures do you use for communications between the project team, other contractors and site operatives;
- How do you manage design work carried out during the construction phase;
- Procedures for carrying out risk assessments and for managing and controlling the risk;
- How will you provide or allow for emergency procedures on site including fire escape;
- What arrangements do you have for ensuring that all accidents, illness and dangerous occurrences are recorded;

- Your arrangements for providing welfare facilities;
- How do you ensure that all persons on site have received relevant health and safety information and any training;
- What arrangements do you have for consulting with and taking the views of people on site;
- Arrangements for preparing site rules and drawing them to the attention of those affected and ensuring their compliance;
- How will you collect and collate information for the health and safety file;
- How will you monitor procedures to ensure compliance with site rules, selection and management procedures, health and safety standards and statutory requirements.

Whatever size of project, the Principal Contractor must confirm to the Client that the developed Construction Phase Plan is complete before work commences on site.

Client checking of the Construction Phase Plan.

Appendix 3 paragraph 8 states:

The client must also ensure that:

***(a) when it is drawn up, the plan adequately addresses the arrangements for managing the risks; and
(b) the principal contractor (or contractor) regularly reviews and revises the plan to ensure it takes account of any changes that occur as construction progresses and continues to be fit for purpose.***

For medium to large projects, it would be prudent for the Client to review the content of Construction Phase Plan prior to allowing the Principal Contractor commencing work, to ensure that the Plan meets the Client's management arrangement requirements and addresses the residual significant hazards identified in the Pre-Construction Information provided at Tender Stage.

The Principal Designer has a duty to assist the Principal Contractor in the preparation of the Construction Phase Plan by providing Pre-Construction Information and it would be reasonable for the Client to ask the Principal Designer to assist the Client with this review process.