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|  | SECTION 6 |  |
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|  | HEALTH AND SAFETY |  |
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|  | PLAN |  |
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| **1.Nature of Project.** |  |
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| **Client.** | Phil Eagles |
|  | Milton Keynes University Hospital |
|  | Standing Way |
|  | Eaglestone |
|  | Milton Keynes |
|  | Buckinghamshire |
|  | MK6 5LD |
|  |  |
|  | Client Contact: Phil Eagles |
|  |  |
| **Project Manager** | Mark Brown |
|  | Milton Keynes University Hospital |
|  | Standing Way |
|  | Eaglestone |
|  | Milton Keynes |
|  | Buckinghamshire |
|  | MK6 5LD |
|  |  |
|  | Contact Officer: Mark Brown |
|  |  |
| **CDM Client** | John Brierley |
|  |  |
| **Location** |  |
|  | The site is |
|  | Milton Keynes University Hospital  Standing Way  Eaglestone  Milton Keynes  Buckinghamshire  MK6 5LD |
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|  | See site Plan |
|  |  |
| **Description of the Work** |  |
|  | The work consists of: network upgrade and device replacement. |
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| **Contract Period:** |  |
|  | Date of commencement: January 2020 |
|  | Date of completion: March 2022 |
|  | 14 weeks per year |

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| **2. The Existing Environment.** | |  | |
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| Surrounding land use and |  | | | |
| **related restrictions** | The Hospital will be occupied for the entire duration of the contract there are quiet times on wards which must be followed and you might be asked to leave to allow the patients to have meal times, The building will be open for patients, staff, visitors, and other contractors during this time.  The contractor should make safe access available at all times for entry into the Hospital and for escape routes for the occupants, included. All deliveries to be made to the front of the building.  Works are to be completed by 28th January 2020 | | | |
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|  | The contractor’s area during the works is to be agreed at the Pre-contract meeting. Designated entrances and routes for access into the works areas will be identified. **No Access is to be permitted, into the works area, to staff or visitors at any time.** | | | |
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| **Existing Services** | Gas - Location not known | | | |
|  | Water - Location not known | | | |
|  | Electric - Location not known | | | |
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|  | The principal contractor is to ascertain location of services at tender stage. He is to ensure and certify that all services have been made safe before commencing works. | | | |
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| **Existing traffic systems /** |  | | | |
| **Restrictions** | The entrance to the site will be from Marlborough St B4034 (See also Health and Safety Plan and Site Plan). There will be no compound as it will not be required. The contractor’s vehicles must be parked in the contractor’s car park and must display a permit obtained from the estate maintenance workshop reception. | | | |
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| **Ground conditions** | N/A | | | |
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| **Asbestos** | The principal contractor is to notify the Principal designer and CDM Coordinator, if asbestos or asbestos based substances are discovered, or suspected then all works which may affect the stability or integrity of this substance must be stopped immediately. The material is not to be disturbed without the written instruction of the C.A. A safe method of working to be developed in accordance with Control of Asbestos at Works Regulations. | | | |
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| **3. Existing Drawings.** |  | | | |
|  | Location/Site Plan | | | |
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| **4. The Design.** |  | | | |
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| **Construction (Health, Safety & Welfare) Regulations 1996 - Scaffolding** | The work area must be kept neat and tidy at all times with barriers or enclosures, Rooms should be kept locked during the installation to safe guard children and staff. There must be no Live working and all circuits must be identified before commencement of works. | | | |
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| **Specific risks requiring** | Asbestos, Electricity. | | | |
| **Method Statements** | Safe Access | | Heavy lifting | |
|  | Keeping the premises secure | |  | |
|  | Falls from heights | | Removing old materials from roof | |

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| **5. Construction Materials** |  | | |  |
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| **Health hazards /** |  | | |  |
| **Special precautions** | COSHH Regulations to be followed at all times. | | | WEEE/ BS 5266 |
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| **6.Site-wide Elements.** | | |  | |
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| **Storage area** |  | | | |
| A secure storage area will be permitted to be sited within the compound area. Materials may be stored within the site area. Skip to be sited in designated area with temporary Heras type fence to enclose skip area. Location to be agreed at pre-contract meeting. | | | | |
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| **Welfare facilities** | Contractor to supply his own | | | |
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| **7.Overlap with Clients Undertaking.** | | |  | |
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| **Health and safety issues** |  | | | |
| Contractors will not be permitted to work in areas in use by the staff unless a **detailed risk assessment and method statement** have been prepared, and a “Permit to Work” detailing of the works, times, location of the works and protective measures required has also been prepared and signed by the person carrying out the works and the CA or his/her designated representative. In general, working in areas occupied by the Client or the public will only be allowed if approved by the CDM Coordinator. | | | | |
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|  | Security of site and weather exclusion to the building. | | | |
| **8. Site rules** |  | | | |
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| **Security** |
|  | The area must be left secure at the end of each working day. During the working day or night the site must not be left unattended and insecure. Each work area must be secure at all times and should not be accessible to staff, visitors or general public. | | | |
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|  | All contractors’ personnel are to carry identification at all times and to show it upon request.  Attached MKUH term and conditions | | | |
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| **9. Continuing liaison.** |  | | | |
|  | Site meetings will be held on site every week, with frequent email and voice correspondences. | | | |
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| **10. The Health and Safety File** | |  | | |
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| **Issue** | Upon practical completion | | | |
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**11 Construction Programme**

Within one week of the award of the Contract, the Contractor shall provide to the Contract Administrator a programme produced by means of bar charts clearly illustrating how the Contractor intends to meet his overall programme within the Contract Period stated elsewhere, in particular identifying the following:

1) The latest dates for release of final information required from the Contract Administrator.

2) The period required for the production, approval and issue of Builder’s Information, Co-ordination drawings, Installation and Shop drawings.

3) The Contractor shall allow adequate time for his production of drawings and Builder’s Work information and for the subsequent checking and approval of same by the Contract Administrator. The actual activities must be identified, and a blanket time allowance will not be acceptable.

4) The period required for the testing and commissioning of the services. Separate testing and commissioning activities must be identified.

5) The period required for operating the systems, load simulation tests, final adjustment and instructing the Employer’s staff.

6) The period required and latest dates for the production, approval and issue of record drawings and operating and maintenance instruction manuals.

7) The proposed order dates manufacturing period and proposed delivery to site for each item of major plant and any other long delivery date items.

8) Proposed method of changeover circuits including any shutdown periods.

All information required above shall be agreed with the Contract Administrator before inclusion in the proposed programme.

The Contractor shall provide the Contract Administrator with progress reports during the execution of the Contract Works at two weekly intervals. These reports shall give particulars of materials and equipment on site, or installed, site labour forces employed, and progress of the works.

If at any time the Contractor shall fall behind the Contract programme, he shall liaise with the Contract Administrator in formulating corrective measures.

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|  | APPENDIX A |  |
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|  | DRAWINGS/INFORMATION |  |
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**Appendix A**

**Contact Directory**

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| **Title** | **Organisation & Name** | **Contact Details** |
| **Client** | Milton Keynes University Hospital  Standing Way  Eaglestone  Milton Keynes  Buckinghamshire  MK6 5LD | Phil Eagles  Associate Director of Estates.  Tel: 01908 660033  Email:phil.eagles@mkuh.nhs.uk |
| **Client (Site)** | Milton Keynes University Hospital  Standing Way  Eaglestone  Milton Keynes  Buckinghamshire  MK6 5LD | Tony Marsh  Estates Manager  Tel: 01908 996112  Email:antony.marsh@mkuh.nhs.uk |
| **Project Manager / Contract Administrator** | Milton Keynes University Hospital  Standing Way  Eaglestone  Milton Keynes  Buckinghamshire  MK6 5LD | Mark Brown  Project Manager  Tel: 01908 996081  Tel: 07773485444  Email: mark.brown@mkuh.nhs.uk |
| **Principal Designer** | Milton Keynes University Hospital  Standing Way  Eaglestone  Milton Keynes  Buckinghamshire  MK6 5LD | N/A |
| **Lead Designer** | Milton Keynes University Hospital  Standing Way  Eaglestone  Milton Keynes  Buckinghamshire  MK6 5LD | N/A |
| **Quantity Surveyor** |  |  |
| **Electrical Engineer** |  |  |
| **Structural Engineer** |  |  |

**Site Location of Works**

The repairs covered by this specification: Milton Keynes University Hospital indicated below

