

# CDM Construction Plan

## Standon Calling 2026

*This document must be sent to contractors and designers during the pre-construction phase*

### DOCUMENT CONTROL

VERSION	DATE	CREATED BY	APPROVED BY	SECTIONS AMENDED	DETAILS OF AMENDMENTS
V1	May 2025	Hazel McGrouther			

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Project Details	
Event Name	Standon Calling
Event Address	Standon Lordship, East Hertfordshire, SG11 1PR
Site Specific Risks	<ul style="list-style-type: none"> <li>• Uneven ground - pot holes, risk of trip, slip and fall, steep slopes</li> <li>• Open water</li> <li>• Narrow roads, lanes, and tracks</li> <li>• Overhead telephone line</li> <li>• Public bridleway open until tbc</li> </ul>
Arrangements for safety	<p>Liaison in pre-construction phase</p> <ul style="list-style-type: none"> <li>• Design meetings</li> <li>• Site visits</li> <li>• Continued communications</li> <li>• Pre-construction induction</li> </ul> <p>Liaison in construction phase</p> <ul style="list-style-type: none"> <li>• On site induction</li> <li>• Daily meetings</li> <li>• Safety Officer for consultation</li> <li>• Action points gathered</li> <li>• Open office</li> </ul> <p>Exchange of information</p> <ul style="list-style-type: none"> <li>• CPP, risk assessment, site plan, site rules and contractor pack sent to all duty holders</li> <li>• All contractors and designers to submit documents licences as required</li> <li>• </li> </ul>

<b>Roles and Responsibilities</b>	
<p><b>Client</b></p> <p>Duties: Ensure suitable arrangements for managing the event are in place. This includes making sure sufficient time and resources are allocated to ensure:</p> <ul style="list-style-type: none"> <li>• Relevant information is prepared and provided to other duty holders</li> <li>• The Principle Designer and Principle Contractor carry out their duties</li> <li>• There is cooperation and coordination during planning</li> <li>• Welfare facilities are provided</li> <li>• HSE notification is actioned</li> </ul>	<p>Standon Calling Limited</p>
<p><b>Principal Contractor</b></p> <p>Duties: To plan, manage, monitor and coordinate health and safety in the construction phase of the event. This includes:</p> <ul style="list-style-type: none"> <li>• Liaising with the client and the principle designer</li> <li>• Organising cooperation between contractors</li> <li>• Supervising and monitoring contractors to ensure they carry out their duties</li> <li>• Ensures:</li> <li>• Suitable site inductions are provided</li> <li>• Reasonable steps are taken to prevent unauthorised access</li> <li>• Workforce are consulted and engaged in securing their health and safety</li> <li>• Welfare facilities are provided</li> <li>• H&amp;S information is shared with all</li> </ul>	<p>tbc</p>
<p><b>Principal Designer</b></p> <p>Duties: To plan, monitor and coordinate health and safety in the pre-construction phase of the event. This includes:</p> <ul style="list-style-type: none"> <li>• Identifying and eliminating or controlling risks</li> <li>• Supervising and monitoring designers, and ensuring they carry out their duties</li> <li>• Preparing and providing information to other duty holders</li> <li>• Providing relevant information to the Principal Contractor to help them plan, manage, monitor and coordinate health and safety in the construction phase</li> </ul>	<p>tbc</p>

<p><b>Health &amp; Safety Advisor</b></p> <p>Duties: To act in accordance with the instruction of the principle contractor and assist in the planning, managing, monitoring and coordination of health and safety in the construction phase of the event. This includes:</p> <ul style="list-style-type: none"> <li>• Liaising with the client and the principle designer</li> <li>• Preparing the construction phase plan on behalf of the principle contractor</li> <li>• Encouraging cooperation between contractors and coordinating their work</li> <li>• Ensuring suitable site inductions are provided</li> </ul>	<p>tbc</p>
<p><b>Contractors</b></p> <p>Duties:</p> <ul style="list-style-type: none"> <li>• Plan, manage and monitor construction work under their control so that it is carried out without risks to health and safety</li> <li>• To coordinate their activities with other members of the CDM client group and comply with the directions given by the principle contractor or principle designer</li> <li>• To provide all relevant safety paperwork to attend an induction</li> <li>• To report accidents, incidents and near misses</li> </ul>	<p>Artist Liaison - Bar infrastructure - Barriers – Bridges - Buggies - RFID – Catering – Cleaning and waste - Fire Safety – Health &amp; Safety – Lighting (site) – Lighting (stage) – Marquees – Medical – Noise management - Plant – Portacabins – Power – Production management - Scaffold – Security – Sound (PA) – Stage Crew – Staging – Stretch Tents - Toilets – Trackway – Traffic – Welfare -</p>
<p><b>Designers</b></p> <p>Duties:</p> <ul style="list-style-type: none"> <li>• Create and disseminate their CP Plan, and manage all construction under their control</li> <li>• Cooperate with principal designer and principal contractor, notifying them of any modifications to plan</li> <li>• Maintain structure once built</li> </ul>	<p>Any contractor above who is undertaking designing duties as part of their overlay installation</p>
<p><b>Workforce</b></p>	<p>All staff employed at the event</p>

<p>They must</p> <ul style="list-style-type: none"> <li>• Be consulted about matters which affect their health safety and welfare</li> <li>• Take care of their own health and safety and others who may be affected by their actions</li> <li>• Report anything, they see that may endanger their own or others' health and safety</li> <li>• Cooperate with their own employer, fellow workers, contractors and other duty holders</li> </ul>	
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<b>Planning</b>	
<b>Construction Phase</b>	<p>The construction phase covers the following activities associated with the staging of the event:</p> <ul style="list-style-type: none"> <li>• The installation and construction of site overlay</li> <li>• Production load-in</li> <li>• Production load-out</li> <li>• The dismantling and removal of site overlay</li> <li>•</li> </ul>
<b>Description of Work</b>	<p>The installation and removal of staging, temporary structures, ground protection / temporary roadways, delay towers, front of house structures, lighting, sound, video, water, power, decor, and fencing / barriers to enable the events to take place.</p> <p>The loading and unloading of vehicles including HGVs in relation to the event operation</p>
<b>Key Dates (start/finish/other)</b>	<p>Key dates for the event are as follows:</p> <p>Build commences: tbc</p> <p>Build complete: tbc</p> <p>Derig commences: tbc</p> <p>Derig complete: tbc</p>
<b>Is the work Notifiable to the HSE</b>	<p>This work is less than 30 days and but is likely to exceed 500-person days during the construction and de-rig.</p> <p>Therefore, this event is: Notifiable</p> <p>F10 number is tbc</p>
<b>Site Induction</b>	<p>Contractors working on the event will be sent copies of the site rules, induction, and event risk assessment prior to the event. Those who have completed their induction will be issued with an induction wristband.</p> <p>On arrival to the site, staff and contractors will be required to report to the Site Office</p>

<b>Arrangements for working on site</b>	
<b>Client Contractor Management</b>	<p>All companies submit following information prior to the event:</p> <ul style="list-style-type: none"> <li>• Proof of Public Liability Insurance</li> <li>• Proof of Employee Liability Insurance</li> <li>• Company Health &amp; Safety Policy</li> <li>• Event Specific Risk Assessments</li> <li>• Event Specific Method Statements</li> <li>• Any licenses for Plant Operators</li> <li>• Any licenses for Access Equipment Operators</li> </ul>
<b>Electricity</b>	<p>All 3 phase generators to be installed in-line with site plan arrangements</p> <p>Generators to have in-date test certifications</p> <p>All generators to be earthed in accordance in accordance with BS7430</p> <p>Fire extinguisher to be provided for generator positions</p> <p>No final connection should be made without reference to the designated electrician</p>
<b>Fire</b>	<p>Portable fire-fighting equipment will be located around the site and suitably signed</p> <p>Staff will be aware of the fire evacuation procedure and assembly point</p> <p>The Safety Officer or Fire Safety Team will be responsible for calling the fire brigade</p> <p>The site will be kept clear and tidy to reduce combustible materials</p>
<b>Ingress &amp; Egress to/from site</b>	<p>Entrance to site via Barwick Road for all production contractors. Exit along the same route</p> <p>Pedestrian ingress and egress via Dowsetts Lane</p>
<b>Lifting Operations</b>	<p>All lifting operations will be coordinated by an appointed person</p> <p>Lifting plans will be submitted to the Principle Contractor in advance</p> <p>Lifting areas will be restricted to the persons involved in the operation only</p> <p>Lifting contractors will be via a competent company from an approved contractor list</p>

<b>Noise</b>	<p>Areas of high noise will be designated as mandatory hearing protection zones and areas suitably signed</p> <p>Staff will have hearing protection available for use</p>
<b>Overhead Working</b>	<p>Any work being undertaken overhead will have suitable signage in place to warn other contractors</p> <p>Staff will ensure that appropriate PPE is in use (i.e. hard hats)</p>
<b>Plant</b>	<p>Plant will be hired via reputable supply companies or provided by the venue</p> <p>All operators of plant will be required to hold the necessary proof of competence and training, copies of which will be held by the site office</p> <p>All operators of plant must ensure they carry out pre-use checks of the equipment ahead of its use</p>
<b>Temporary Structures</b>	<p>All temporary structures will be provided by competent contractors who have been pre-selected</p> <p>Access to structures is forbidden until deemed complete and signed off by a competent person</p> <p>Copies of certification will be kept by the Safety Officer for inspection</p> <p>During construction, the build area will be restricted to those persons building the structure</p>
<b>Vehicle Management</b>	<p>Vehicle operations to be monitored throughout the tenancy</p> <p>Vehicles to use dipped headlights when moving on site.</p> <p>Hazard lights must not be used when vehicles are moving as they pose confusion of direction of vehicle</p> <p>Vehicles must not reverse without the aid of a banksman</p>
<b>Vehicle Parking</b>	<p>There will be limited on-site parking available for production vehicles</p> <p>Workforce parking will be available within the designated staff parking area</p>
<b>Welfare arrangements</b>	<p>Toilets, drinking water, hand washing facilities, areas to take shelter during breaks and adverse weather will be provided on site</p> <p>Catering facilities will be available on site for those with pre-arranged agreements</p>
<b>Working at Height</b>	<p>Any contractor operating at height will be required to ensure a suitable and sufficient risk assessment is in place and staff have been trained appropriately prior to carrying out the work</p>

	<p>Suitable and sufficient exclusions zones are to be maintained and signage will be in place to warn others onsite</p> <p>Appropriate fall arrest or work positioning equipment will be in use by trained operatives</p> <p>Those working in proximity of working at height activities will use suitable and sufficient PPE (i.e. hard hats)</p>
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