



Construction Management Plan

Project: SONA

October 2021

Register of Recipients and Amendments

This register is a list of Project persons who are holders of this Plan.

Copy No.	Holder's name	Organisation
1	J. Marrs	RECOM
2		
3		
4		
5		

Record of Amendments

Issue	Date	Comments
Revisions	Date	Comments

1 Project Overview

The scope of works for this project includes but is not limited to the following:

- Re-configure existing drainage
- New incoming services to building
- Carry out remedial works to existing structure
- Continuation of build progress to residential flats as per the Architects specification
- Installation of M&E
- Installation and commission of new lift
- Make good/cast new slabs and balcony walkways
- Installation of new windows, cladding and brickwork
- Alterations & adaptations of existing scaffold in line with project timeline

The agreed contents of the Construction Management Plan must be complied with unless otherwise agreed with the Council. The Project Manager shall work with the Council to review the Construction Management Plan should any problems arise in relation to the construction of the development. Any future revised plan must be approved by the Council and complied with thereafter.

2 Programme

Start on Site Date: 04/10/2021

Contract Period (weeks): 58

3 Roles and Responsibilities

Management Structure and Responsibilities		
Director in Charge	Jason McKnight	T: 07841526697
Contract/Project Manager	Josh Marrs	T: 07772400052
Site Supervisor	Liam Dinsdale	T: 07578012352
Site Operative		T:
Site Operative		T:
Site Operative		
Number of site operatives	5 – 35 in accordance with the programme of works.	
Operator Training	Additional training records available on request.	

4 Site Working Hours

The site working hours will be 08:00 to 18:00 on weekdays and 08:30 to 13:00 on Saturdays with no working on Sundays or Bank holidays without prior arrangement.

5 Site Set Up

Security - Physical Means
- 2m perimeter hoarding - Turnstile entry system with facial recognition - CCTV including thermal cameras - 24-hour manned security
Hoardings
Full perimeter hoarding will be in place to prevent unauthorised access into the RECOM Construction Site. The site perimeter fronting onto Brunswick Street, Polygon Street and Stockport Road will have a 2m high solid unbroken hoarding with access for emergency vehicles on Polygon Street and a secure pedestrian access gate located on Stockport Road. All hoarding will be lit.
Perimeter Alarms, Lighting & CCTV
CCTV to be fitted in various locations around site perimeter. Thermal cameras will be used internally to assist with the early identification of heat sources.
Security Guard Provision
24-hour manned security to be provided throughout.
Site Compound and Materials Storage
All materials will be stored within the site perimeter.

6 Access

Vehicle Access Points
Coordination will be required with site security/gateman In general, the hours in which vehicles will arrive and depart will coincide with site working hours which are 08:00 to 18:00 weekdays and 08:30 to 13:00 on Saturdays with no working/deliveries on Sundays or Bank holidays without prior approval. Any parking bays or restrictions needing to be closed off will be carried out by RECOM with full consultation with Manchester City Council/appropriate neighbours. Delivery vehicle access will be gained to the site via vehicle entrance (Gate "1") on Brunswick Street which is a heavily trafficked road. A secondary Access point for deliveries will be a double gate at the mid-point of Polygon Street (Gate "2"). Brunswick Street and Stockport Road have parking restrictions of double yellow lines (parking not allowed at any time) on both sides of the road adjacent to the site. Parking restrictions are also present on Polygon Street which also has short term parking for customers of the shops Construction vehicles will enter the site area for loading and unloading by reversing in from Brunswick Street into the site and then unload and exit the site in a forward direction.

All delivery vehicles will be controlled by a trained banksman

The banksman will ensure that traffic flow on Brunswick Street is maintained at all times.

No vehicles will be allowed to obstruct Brunswick Street

The Road Marshall will act as banksman when vehicles enter the site. All sub-contractors and suppliers will be required to give no less than 24-hours' notice of deliveries. The movement of materials will also be controlled by our Road Marshall. He will be responsible for the coordination and control of all aspects of material deliveries and movement.

Proposed routes for Vehicles between the site and the general road network

Details of agreed access and egress routes will be issued to all our suppliers and subcontractors. This will be policed as far as practicable.

Large delivery vehicles with heavy loads will approach the site from Brunswick Street. Vehicles will enter Brunswick Street from the roundabout on the Stockport Road [A6]. This is shown in Appendix One.

Brunswick Street site entrance is across a well-used pedestrian route and adjacent to a Pelican Crossing and therefore use will be kept to a minimum.

Smaller delivery vehicles, such as vans with light loads and vehicles that require crane offloading will approach the site on the lightly trafficked Polygon Street. Vehicles will enter Polygon Street from the South which is accessed off Stockport Road [A6].

Use of the Polygon Street entrance will reduce impact that deliveries would have via Brunswick Street

The Polygon Street site entrance does not impede pedestrians who use the pavement across the street adjacent to the shops

Size of Vehicles

Numerous types of delivery vehicles will be used to bring materials to and from the site. These include:

Skip lorries; There are no site restrictions for these and are not limited to the standard 8-yard waste skip lorry (approx. 7m x 2.4m wide).

Muck away lorries; These will be similar in size to the ready mixed concrete lorries (approx. 8.25m x 2.4m wide). Given progress to date there will be a limited number of such vehicles.

Ready mixed concrete lorries (approx. size 8.25 x 2.45m wide).

Flatbed delivery vehicles for the delivery of various materials including scaffolding, reinforcement, bricks/blocks, timber, roofing materials. Plaster, joinery etc (approx. size 8.5m long x 2.45m wide)

Articulated lorries for delivery of various materials.

The projected vehicle movements are approximately 2 per day rising to 5 per day during peak main contract works.

Vehicle manoeuvres to site access

Access to the site will be via Brunswick Street for larger vehicles and Polygon Street for smaller vehicles and those requiring crane off loading

All vehicles will enter the site from Brunswick Street by reversing in from Brunswick Street into the site and then unload and exit the site in a forward direction. This will be under the control of the Road Marshall who will also be responsible for free movement of traffic on Brunswick Street at the site entrance.

Parking and Loading Arrangements

A strict delivery procedure will be implemented to ensure that Brunswick Street and Polygon Street areas do not become congested with site and delivery vehicles. Our Road Marshall will ensure traffic flow is maintained at all times.

All sub-contractors and suppliers will be required to give a minimum of 24 hours' notice of deliveries. The movement of materials will also be controlled by our Road Marshall. He will be responsible for the control and coordination of all aspects of material deliveries and movement.

Vehicles will pull into the site for unloading.

Suppliers will be asked to provide a lorry mounted "Moffat" forklift to direct unload. A site telehandler and tower crane will also be present to unload all other palletised deliveries.

Materials will be stored within the boundary of the site.

Directional Signage will be situated on the entrance to Brunswick Street and also along Stockport Road and hoardings directing delivery vehicles to correct site access point. Purpose of this signage is to prevent large vehicles stopping to ask for direction which would obstruct traffic flow.

There is no space on the site for labour and subcontract parking. The adjacent roads all have parking restrictions. However, there are a number of private controlled car parking spaces nearby and these will be utilised where possible.

All labour and sub-contractors will be encouraged to use public transport.

Parking bay suspension and Temporary traffic management orders

Suspension of parking restrictions/bays/layby are not envisaged for works associated with the Highway changes and formation of laybys on Polygon Street.

Proposed overhang from site

There will be an overhang from the site to the public pavement on Brunswick Street and Stockport Road.

The overhang will be for scaffold which will rise from the pavement level to 1st floor and be as detailed in the Scaffolding drawings submitted to Manchester City Council for Pavement Permits.

With the overhang scaffold there will be a pedestrian underpass. This will be boarded above the pedestrians and lit at all times. The side of the pedestrian underpass adjacent to the roadway will have cut outs in the hoarding to allow natural daylight to enter the underpass.

Personnel Access

RECOM operatives/sub-contractors will attend the site induction prior to accessing the site. A Physical Coded Gate, followed by a facial recognition access point shall be put in place to ensure there is no unauthorised access into the site.

7 Pedestrian / Cyclist Safety

When vehicles are entering or leaving the service road onto Brunswick Street and Polygon Street these will be supervised by our Road Marshall. No unloading of vehicles will be permitted on Stockport Road.

The general public/pedestrians/adjoining owners/ residents will have right of way along the roads that surround the site. The construction sites gates will be kept closed and monitored by the Road Marshall/Site Security. Only when deliveries are made to site will they be allowed to be opened, at which time barriers will be put across the pavement to prevent access by pedestrians.

The site manager will ensure that the external perimeter of the site is regularly patrolled to ensure that any debris is kept clear of the pavements and service roads.

Should there be any complaints arising from the works, local residents will be able to call personally to the site offices. Any residents visiting site to raise a complaint will be requested to sign in and the Road Marshall/banksman will escort the visitor to the site offices. A record will be kept of all comments and complaints.

8 Management of traffic to reduce congestion

The Road Marshall and Site Manager will be responsible for the day-to-day management of all deliveries to the site. These will be booked in using a Delivery Schedule so as to prevent congestion to the road network that surrounds the site. Should a vehicle arrive that has not been booked in, that vehicle will be turned away.

Vehicles will be brought onto site keeping the roads free for general traffic movement.

In order to reduce traffic movements, we shall off load full loads whenever possible and only accept part loads when essential.

We shall encourage sub-contractors to use public transport to travel to site. We shall also inform potential sub-contractors that parking is very restricted in the local area and that residents parking bays are not to be used. We will monitor parking, especially on neighbouring roads, to ensure offsite parking is dealt with considerately.

9 Control of dirt and dust on the public highway

Mud and debris on the road is one of the main environmental nuisances and safety concerns arising from construction activity. RECOM will make provision to minimise this problem.

There will be provision for, at intervals as required by site, cleaning of the road by an “approved” road sweeper company with a suitably adapted vehicle. The road sweeper will ensure the entrance of the site and adjoining roads are clear of dirt and debris.

We will consider spraying a fine spray to suppress dust on the following:

- Unpaved areas that are subject to traffic or wind
- Sand, spoil and aggregate stockpiles
- During loading/unloading of dust generating materials

10 Communication with local business and residents

We will communicate regularly with residents and local businesses through the following:

- Clear signage displayed on site including head office and site manager contact details
- Meetings with neighbouring properties
- Regular letters / newsletters with updates
- Open door approach to communication

11 Dust Control

All contractors and sub-contractors are made fully aware of their responsibilities and where necessary, dampening down measures which are to be employed where dust is created, especially from tools such as disk cutters.

In dry, windy weather conditions where general site dust is becoming an issue, site dampening measures will be employed to minimise dust hazards.

12 Constraints & Restrictions

Item	Constraint or Restriction	Description or Reference to Further Information / Detailed Report	Action or Control Measures Required
1	Adjacent Premises <i>E.g., Housing, Offices, Shops, etc</i>	Existing shops, accommodation and public buildings in close proximity of site.	All site operatives to be inducted by RECOM and run through fire and emergency procedures, including safe lifting.
2	Client Activities <i>E.g., Operational Areas, Sensitive or restricted areas</i>	N/A	Close liaison with key stakeholders (CERT Property). Weekly look ahead meetings with notes to be issued to identify what areas may be affected. Inductions by RECOM.
3	Energy Supply <i>E.g., Limitations, Type (generator or mains)</i>	Yes	Temp feed for site works initially to be fully mains fed.
4	Existing Structures <i>E.g., Demolition, Temporary Support, Fragile Materials</i>	Yes	Existing structure part built, careful planning for all works until site is made 100% safe.
5	Ground Conditions <i>e.g., Soil Surveys, 'Brownfield' Sites, Gradients, Wells, Mine Workings, Shafts, Basements</i>	Yes	See original site survey.

13 Health and Safety Duties and Responsibilities of all Project Personnel

- Set a personal example to lead in safety and health promotion.
- Understand the company H&S policy, CPHSP Plan and appreciate the responsibility allocated to each team member
- Attend the project Safety Induction
- Attend any health & safety training identified by the company, the Project training plan and personally maintain professional competencies.
- Liaise with other managers to clarify responsibilities at physical or organisational interfaces between packages or sections of the project, so that full coordination is maintained

H&S Advisor / Manager Allocation & Contractor	Number of Visits / Month	From Project Week & Date	To Project Week & Date
RECOM	2	04/10/2021	TBC

14 Health and Safety Goals

The following Client's H&S Goals and Performance Standards have been provided and are to form part of the specific site rules / standards for this project:

No detail provided but will be expected to include

- No prosecutions or enforcement notices for Health & Safety issues
- No reportable injuries, diseases or dangerous occurrences
- No falls from height of personnel, materials, plant or equipment
- No personnel injured by the movement of plant or vehicles especially during reversing operations
- No slips, trips & falls
- No fires, environmental incidents or cases of public nuisance.
- No cases of occupational dermatitis, 'Hand Arm Vibration Syndrome' (HAVS) or occupational 'Noise Induced Hearing Loss'.
- No cases of occupational injury from manual handling.

15 Liaison between Parties on Site

Meeting	Objective	Attendees	Frequency
Project H&S Coordination Meeting	Consultation at project level will be via regular Safety Forum meetings on site (minimum Weekly) involving all RECOM and sub-contract site personnel. The meeting will be attended by the site management team and be structured to enable pre-planning of forthcoming site activities and ensuring that all people working on the project are aware of the interface with other trades. Meeting minutes should be posted on the notice boards within the site facilities.	1. Contracts / Project Manager 2. Site Manager 3. RECOM's own Supervisors 4. Sub-Contractor Supervisors 5. Others	Weekly
Other Specific Meetings Required.	Weekly Look Ahead Meeting / Notes – To be issued by RECOM.		

16 Consultation with the Workforce

	Consultation Methodology			
Project	Safety Forum	Trade Union Representatives	Through one or more Workforce Representative	Site Project Meeting
Work-gang	Toolbox Talks	Safety Task Analysis	Through elected representatives	Method Statement Briefings
Individual	Feedback/ suggestion boxes	Directly with each employee	Whistle blowing procedures	Open door policy

17 Selection of Contractors / Consultants / Suppliers

To ensure compliance with the legal standards and RECOM's own standards, the following must be met:

- All contractors / consultants / suppliers formally engaged to provide design, development, construction, management or maintenance services must undergo a pre-qualification process which includes an assessment of the organisation's ability to meet any relevant legislative requirements, including adequate insurance cover.
- The environment, health and safety responsibilities of key contractors / suppliers, and the significant risks associated with their works, must be clearly defined for each engagement. The relevant GMRs (and associated Means and Methods where applicable) and any other H&S requirements must be provided to these organisations to adequately plan and price the work. The quality and accuracy of the contractor / consultant / supplier's documentation should be a key factor in selection.
- Contractors / consultants / suppliers must employ adequate numbers of competent supervisors, provide proof of competence for key workers, particularly those carrying out high risk activities or undertaking work where proof of competence is required by law.

Where it is assessed that a contractor, consultant or supplier may not be able to meet legal requirements in full they must not be engaged unless the operation has no other feasible option available. In this situation a Mitigation Plan must be prepared and approved before any contract can be awarded.

Contractor / Consultant / Supplier	Internal Competence Assessment? (Yes / No, date undertaken)	Accreditations (CHAS, Safe Contractor, Construction Line, Building Confidence, etc)
RECOM Solutions Ltd	YES	ISO 45001, CHAS, Constructionline, Safe Contractor.
Farley Electrical	YES	ECS
Cheshire Scaffolding	YES	CISRS

18 Site Safety Inductions

Ensure all persons who will work on the project for more than one day receive a project specific induction before they start work on site. The induction shall include:

- Senior management commitment to health and safety;
- the outline of the project;
- the individual's immediate line manager and any other key personnel;
- any site-specific health and safety risks, for example in relation to access, transport, site contamination, hazardous substances and manual handling;
- control measures on the site, including:
 - i. any site rules,
 - ii. any permit-to-work systems,
 - iii. traffic routes,
 - iv. security arrangements,
 - v. hearing protection zones,
 - vi. arrangements for personal protective equipment, including what is needed, where to find it and how to use it,
 - vii. arrangements for housekeeping and materials storage,
 - viii. facilities available, including welfare facilities,
 - ix. emergency procedures, including fire precautions, the action to take in the event of a fire, escape routes, assembly points, responsible people and the safe use of any fire-fighting equipment;
- arrangements for first aid;
- arrangements for reporting accidents and other incidents;
- details of any planned training, such as 'toolbox' talks;
- arrangements for consulting and involving workers in health and safety, including the identity and role of any:
 - i. appointed trade union safety representatives,
 - ii. representatives of employee safety,
 - iii. safety committees;
- information about the individual's responsibilities for health and safety.

19 Contractor Training & Competence

Specific training requirement	Certification Scheme
Contractors Managers (General)	SMSTS certificate (Site Managers Safety Training Scheme) + Relevant trade qualifications / experience.
Contractors Supervisors (General)	SSSTS (Site Supervisors Safety Training Scheme) or SMSTS certificate
Scaffolding Supervisors	N/A
Demolition Supervisor	N/A
General Construction Trades & Labourers.	CSCS card (with relevant endorsements)
Plant Operators (General).	Relevant CPCS card+ machine specific familiarisation training.
Compact Crane Operator.	CPCS card+ machine specific familiarisation training.
Signaller / Slingers.	CPCS card
MEWP operator	IPAF card (with relevant endorsements) + machine specific familiarisation training.
Light weight scaffold tower erection	PASMA card (with relevant endorsements) + equipment specific familiarisation training.
Scaffolder	CISRS card + manufactures training if system scaffold is to be used. (CSCS affiliated)
Electricians	ECS card (CSCS affiliated)
Plumbers	JIB-PMES card (CSCS affiliated)
Utility Services	EUSR card (CSCS affiliated)
Demolition	CCDO Card (CSCS affiliated)
Safety Net rigging	FASET
Independent Rope Access & Personal Suspension	IRATA

20 Welfare Facilities

Welfare Facilities / Details	Start of Project			Peak of Project		
Anticipated number of Males on the Project	10-20			25-35		
Anticipated number of Females on the Project	2			2-4		
No of Urinals / Male WCs / Female WCs to be provided	0	3	0	0	1	0
No of Wash Hand Basins / Showers to be provided	2		0	4		0

Hot / Cold running water supplied from	Welfare – Canteen as per attached plan	
Location of Drinking Water Provision	Welfare – Canteen as per attached plan	
Method for supplying Drinking Water	Mains	
Individual Storage Facilities provided (lockers etc)	No	
Specific Changing Facilities for Male Personnel	No	
Specific Changing Facilities for Female Personnel	No	
Provision of Drying Facilities	Yes	
Provision and Location of Rest Room	Yes	
Provision for Boiling Water for Drinks	Yes	
Provision for Heating / Cooking Food	Yes	
Person / Contractor Responsible for Maintenance of Facilities	RECOM	
Person / Contractor Responsible for Cleaning the Facilities	RECOM	
Consumables provided by:	RECOM	

21 First Aid Arrangements

Category of risk	N° employed at location	Minimum number of first-aid personnel
High e.g., construction sites and depots with workshops, manufacturing or processing facilities.	Fewer than 30	At least one appointed person
	5 – 50	At least one first aider
	More than 50	One additional first aider for every 50 employed
	Where there are hazards for which additional first-aid skills are necessary	In addition, at least one first aider trained in the specific emergency action

First Aiders				Expiry of First-Aid Qualification
Name	Employer	Work Area	Contact Number	
Josh Marrs	RECOM Solutions	Site	07772400052	October 2022

Liam Dinsdale

RECOM Solutions

Site

07578012352

June 2024

Location of First Aid Rooms (if applicable)

1. Site Office

Location of First Aid Kits

1. Site Office

2. Q3 on each floor of site and include eye wash.

22 Fire & Emergency Arrangements

A site fire & emergency safety plan will be prepared in accordance with RECOM's own process. An emergency and environmental incident response plan will be completed for this project, posted on site in the office and welfare facilities with arrangements communicated at induction.

23 Production & Approval of Risk Assessments and Safe Systems of Work

Method Statements & Risk Assessments

RECOM will:

Ensure that contractors submit their Method Statement to RECOM's own, a minimum of 2 weeks, and preferably 30 days, before they are due to start work on site.

Check and agree the Method Statement before permitting the contractor to commence work on site.

Record this process on the Method Statement Review form.

RECOM's own 'accepted' method statements will be given a 'CAT A' status. Non-acceptable method statements will be given a 'CAT B' status.

A copy of the completed review form is to be returned to the contractor confirming the Method Statement status.

Maintain a log of all Package Method Statements with their current status using the Method Statement Schedule Form.

Permits to Work

Permit to Work procedures will be implemented to ensure that regularly encountered high risks works are effectively controlled on a day-to-day basis.

Outlined below are RECOM's own permits to work that may be applicable to particular construction activities: -

- Permit to Dig
- Permit to Enter (Confined Space)
- Hot Work Permit
- General work permit (High risk)

- Permit to demolish
- Permit to Lift
- Permit to work on live electrical apparatus (Commissioning & Testing)
- Out of Hours Work Permit (Working without [Company] Supervision)
- Temporary Works Permits are contained within Section 12 of these procedures.

24 Site Rules

Individual

- All personnel working on this project will attend an induction.
- All site personnel, for their own safety and for the safety of others, are required to fully comply with their employer's *task safe working method statement*
- All personnel are required to wear a *safety helmet, high visibility vest, safety footwear, gloves and appropriate eye protection* as identified by risk assessment and method statement. Additional PPE, e.g., hearing protection, will be worn where appropriate.
- Transistor radios, personal stereos / walkmans / iPods or similar, are not to be used.
- The consumption of alcohol and drugs is prohibited.
- Smoking will only be permitted in designated areas.
- C-19 risk assessment and MS to be followed at all times – All operatives to sign up to procedures during induction process.
- No personnel shall indulge in fighting, horseplay or practical jokes within the site perimeter.

Collective

- Any person found to be interfering or misusing fixtures, fittings or equipment provided in the interest of health, safety or welfare will be excluded from the site.
 - *Visitors* must report to RECOM's own site offices and will be allowed entry at their discretion. Whilst on site visitors are to wear appropriate PPE.
 - *Vehicle* drivers must wear a safety helmet, hi-vis jacket or vest and safety footwear at all times when at risk. Vehicles are not to be reversed in construction areas unless under the control of an authorised traffic marshal / banksman.
 - Every incident (injury or near miss) event must be reported to RECOM's own.
 - No person may operate any mechanical plant or equipment unless they have been trained, have been certificated as competent and are authorised to do so.
 - Any mechanical plant or equipment found to be defective is not to be used and should be reported.
 - All safety signs and notices must be followed.
 - Site fire and emergency alarms, equipment and instructions are designed to protect life. They must be followed.
 - Ladders are only to be used as work platforms for tasks of short duration and only if no alternative means of access is readily available. Ladders must always be secured to a structure or securely 'footed' by another person whilst in use. Subcontractor RAMS must allow for this if required.
 - Only *designated & qualified electricians* may make an electrical connection / disconnection, other than at approved plug & socket points, or make alteration to the temporary electrical supply.
-

25 Environmental

The works will be undertaken in line with RECOM Environmental Policy and Environmental Management System which is based on the requirements of ISO 14001.

Energy Usage					
Where practicable, we seek to source green energy providers for the construction phase. Meters will be supplied for the site enabling energy consumption levels to be monitored.					
Fuel Consumption					
We aim to procure local contractors and labour for the project therefore minimising transport costs and impact on the local environment.					
Waste Management					
Any equipment or materials removed in the course of work will be disposed of following the RECOM Waste Management Plan and using the following waste contractors:					
Waste Carrier			Waste Destination		
Company Name	Company Licence	Expiry Date	Company Name	Destination Postcode	Waste Management Licence Number
Premier Waste Ltd	CBDU72343	03/12/21	Tbc	Tbc	Tbc
General					
- Burning of materials on site will not be permitted. - All vehicles and plant will be fitted with noise suppression devices (where available for the equipment from the manufacturer). - Radios will not be permitted on the site. - The workforce will be advised at each induction as to restrictions on noise by careful use of plant, consideration to be shown to adjoining property owners by not shouting unnecessarily or use of inappropriate language. - Power supply will be provided for the site by the local Electrical Utility Company (reducing CO2 emissions generally)					

26 Quality

All works undertaken are in accordance with the RECOM Solutions ISO: 9001:2015 Quality Management System.

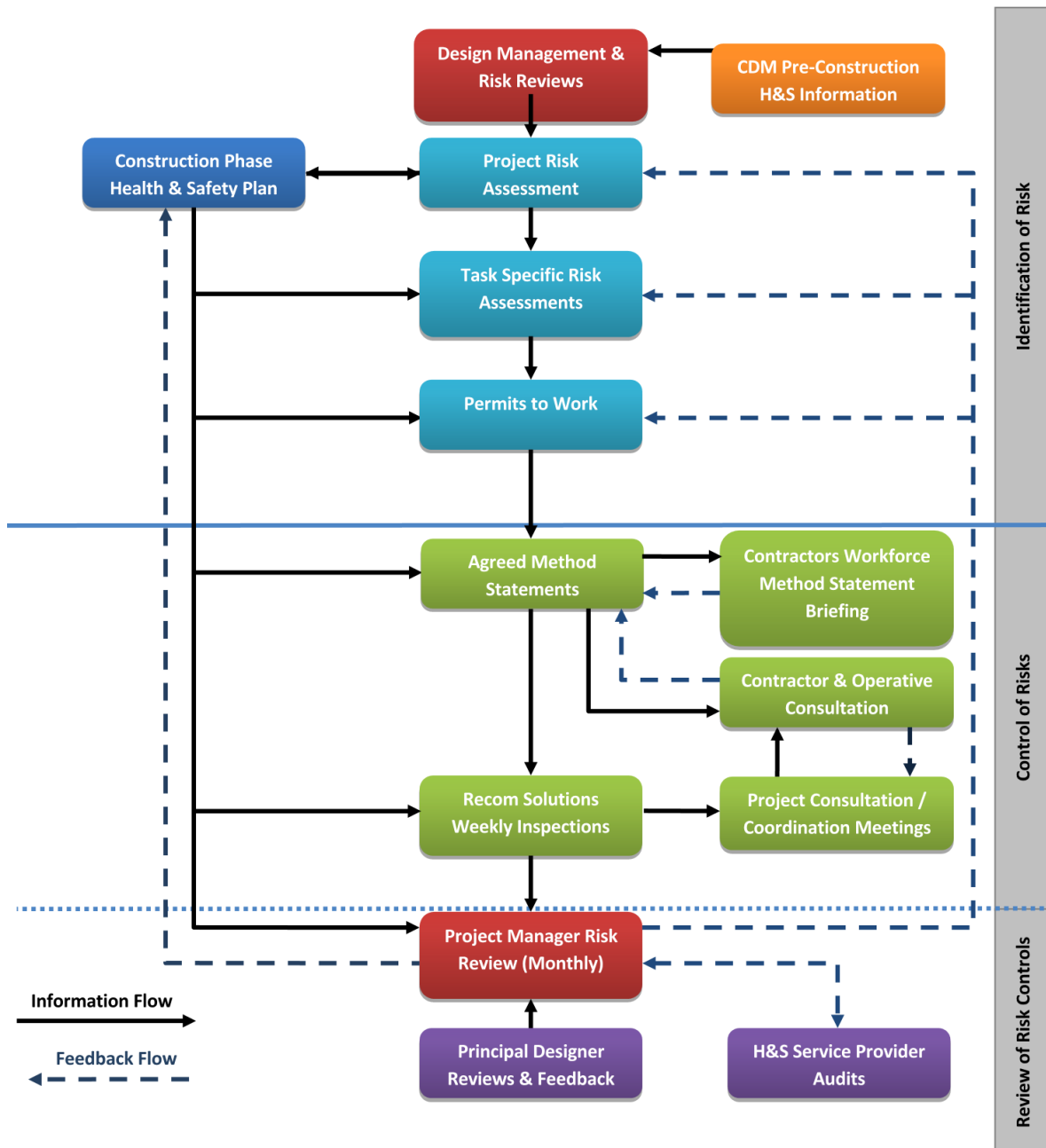
Our quality standards ensure:

- Delivering excellence with a 'right first time' attitude
- Ensuring the highest possible standards when executing any aspect of our work
- Creating a lasting legacy where others will be able to say "that's a RECOM job" because of our attention to detail, consistency and professionalism

27 Arrangements for Control of Significant Risks

27.1 Project H&S Management

During the Pre-construction (identification) and Construction (control) stages of a project it is important to undertake regular reviews to establish if all of the risks have been identified and the correct control measures applied.



27.2 Project Risk Review

Significant Risks	Applicable (Y/N)
Delivery and removal of materials (including waste) and work equipment taking account of any risks to the public, for example during access to or egress from the site	Y ☒ N ☐
Dealing with services - water, electricity and gas, including overhead power lines and temporary electrical installations,	Y ☒ N ☐
Accommodating adjacent land use	Y ☐ N ☒
Stability of structures , including temporary structures and existing unstable structures	Y ☒ N ☐
Preventing falls	Y ☒ N ☐
Work with or near fragile materials	Y ☒ N ☐
Control of lifting operations	Y ☒ N ☐
Maintenance of plant and equipment	Y ☒ N ☐
Excavations and work where there are poor ground conditions	Y ☒ N ☐
Wells, underground earthworks and tunnels	Y ☐ N ☒
Work on or near water where there is a risk of drowning	Y ☐ N ☒
Work involving diving	Y ☐ N ☒
Caisson or compressed air working	Y ☐ N ☒
Work involving explosives	Y ☐ N ☒
Traffic routes and segregation of vehicles and pedestrians	Y ☐ N ☒
Storage of materials (particularly hazardous materials) and work equipment	Y ☐ N ☒
Asbestos	Y ☐ N ☒
Contaminated Land	Y ☐ N ☒
Manual Handling	Y ☒ N ☐
Hazardous substances , particularly where there is a need for health monitoring	Y ☐ N ☒
Noise and vibration	Y ☒ N ☐
Work with ionising radiation	Y ☐ N ☒
Exposure to UV radiation (from the sun)	Y ☐ N ☒

27.3 Delivery & Removal of Materials

Risk Detail	Risk of interaction with Public / Pedestrians as site skip / unloading areas will be outside the project.		
Overview of Proposed Mitigations			
Specific Plan Provided? (Y/N)	Y ☒ N ☐	Plan Provided in Appendix No.	
SMS Requirement for Specific Plan (Y/N)	Y ☒ N ☐	SMS Plan Reference:	Access & Egress Plan/Traffic Management Plan
SMS Standards	SS-SMS-02.2.1 Logistics and Storage Process Guide		

27.4 Dealing with Services

Risk Detail	Ensure all permits are in place before works commence		
Overview of Proposed Mitigations	RECOM to issue permit requests as per their safe system of work.		
Specific Plan Provided? (Y/N)		Plan Provided in Appendix No.	
SMS Requirement for Specific Plan (Y/N)	Y ☒ N ☐	SMS Plan Reference:	N/A
SMS Standards	SS-SMS-06.1.1 – Risk Assessment Guide SS-SMS-08.1. – Permit to Work Process		

27.5 Preventing Falls

Risk Detail	Working at height- work above ceilings		
Overview of Proposed Mitigations	PASMA trained operatives to install alloy towers and inspect weekly.		
Specific Plan Provided? (Y/N)	Y ☒ N ☐	Plan Provided in Appendix No.	
SMS Requirement for Specific Plan (Y/N)	Y ☒ N ☐	SMS Plan Reference:	N/A
SMS Standards	SS-SMS-14.1 – Work at Height Process		

27.6 Fragile Materials

Risk Detail	N/A		
Overview of Proposed Mitigations	Work in accordance to specified RAMS		
Specific Plan Provided? (Y/N)	Y ☐ N ☒	Plan Provided in Appendix No.	
SMS Requirement for Specific Plan (Y/N)	Y ☐ N ☒	SMS Plan Reference:	N/A
SMS Standards	SS-SMS-14.1 – Work at Height Process		

27.7 Maintenance of Plant & Equipment

Risk Detail	Hand Tools – TO be maintained / tested		
Overview of Proposed Mitigations	Register of PAT tested tools to be held., LOLER cert to be provided for all lifting equipment including crane		
Specific Plan Provided? (Y/N)	Y ☒ N ☐	Plan Provided in Appendix No.	
SMS Requirement for Specific Plan (Y/N)	Y ☒ N ☐	SMS Plan Reference:	N/A
SMS Standards	SS-SMS-09.1 – Statutory Inspections & Records Process		

27.8 Storage of Materials

Risk Detail	Ensuring all materials stored within site boundary/Segregated from the public		
Overview of Proposed Mitigations	As per logistics plan		
Specific Plan Provided? (Y/N)	Y ☒ N ☐	Plan Provided in Appendix No.	
SMS Requirement for Specific Plan (Y/N)	Y ☒ N ☐	SMS Plan Reference:	To be provided by RECOM Solutions prior to on site start date.
SMS Standards	SS-SMS-02.2.1 Logistics and Storage Process Guide		

27.9 Traffic Routes and Segregation of Vehicles & Pedestrians

Risk Detail	Ensuring works do not impact the flow of traffic, pedestrians and passing public		
Overview of Proposed Mitigations	Induction to detail how works are managed. All deliveries booked in with site manager.		
Specific Plan Provided? (Y/N)	Y ☒ N ☐	Plan Provided in Appendix No.	
SMS Requirement for Specific Plan (Y/N)	Y ☐ N ☒	SMS Plan Reference:	To be provided by RECOM Solutions prior to on site start date.
SMS Standards	SS-SMS-02.2.1 Logistics and Storage Process Guide		

27.10 Asbestos

Risk Detail	Asbestos Removal Works		
Overview of Proposed Mitigations	There will be no asbestos removal works on this project as there is no asbestos in the building.		
Specific Plan Provided? (Y/N)	Y ☐ N ☒	Plan Provided in Appendix No.	
SMS Requirement for Specific Plan (Y/N)	Y ☐ N ☒	SMS Plan Reference:	
SMS Standards	SS-SMS-19.1 – Asbestos Process Guide		

27.11 Manual Handling

Risk Detail	Manual Handling - General		
Overview of Proposed Mitigations	Review in site induction and review individual capabilities.		
Specific Plan Provided? (Y/N)	Y ☐ N ☒	Plan Provided in Appendix No.	
SMS Requirement for Specific Plan (Y/N)	Y ☐ N ☒	SMS Plan Reference:	N/A
SMS Standards	SS-SMS-06.1.1 – Risk Assessment Guide		

27.12 Hazardous Substances

Risk Detail	Storage of materials		
Overview of Proposed Mitigations	COSSH assessment to be provided for Cement, and any silicone works internally		
Specific Plan Provided? (Y/N)	Y ☒ N ☒	Plan Provided in Appendix No.	
SMS Requirement for Specific Plan (Y/N)	Y ☒ N ☒	SMS Plan Reference:	N/A
SMS Standards	SS-SMS-16.1. – COSHH Assessment Guide SS-SMS-18.1. – Occupational Health Guide		

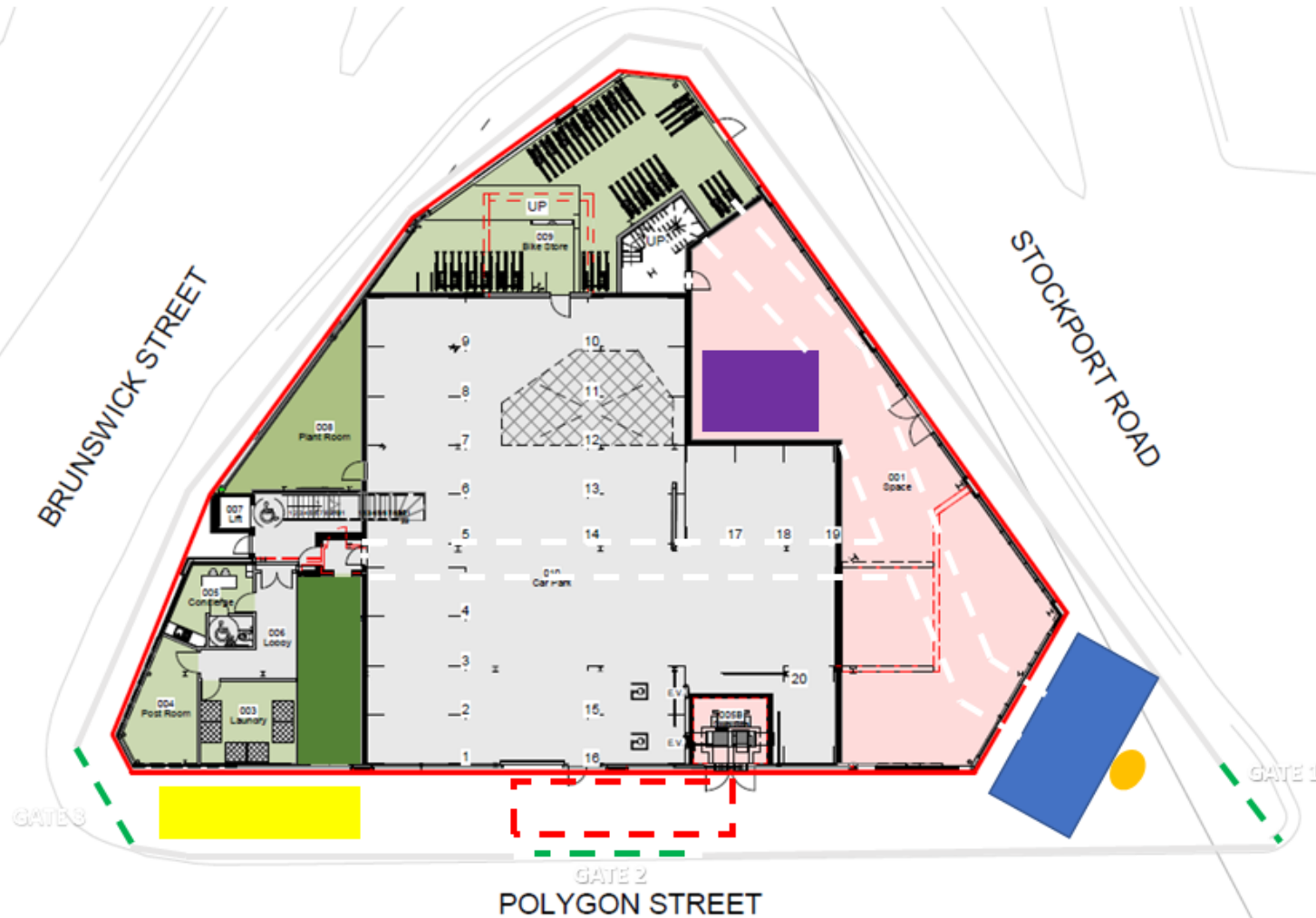
27.13 Noise and Vibration

Risk Detail	Noise / Vibration. – Not expected to exceed DB ratings, if so plan to be updated		
Overview of Proposed Mitigations	Review on site during activity. If an issue is identified, implement an action plan / working out of hours.		
Specific Plan Provided? (Y/N)	Y ☐ N ☒	Plan Provided in Appendix No.	
SMS Requirement for Specific Plan (Y/N)	Y ☐ N ☒	SMS Plan Reference:	N/A
SMS Standards	SS-SMS-10.1. – Noise & HAV's Process		

5.14 Lifting

Risk Detail	Lifting		
Overview of Proposed Mitigations	Crane lifts on site to be planned in advance with slot times given to crane operator and slinger.		
Specific Plan Provided? (Y/N)	Y ☒ N ☐	Plan Provided in Appendix No.	N/A (will be provided separately)
SMS Requirement for Specific Plan (Y/N)	Y ☒ N ☐	SMS Plan Reference:	N/A
SMS Standards	SS-SMS-10.5. – Lifting		

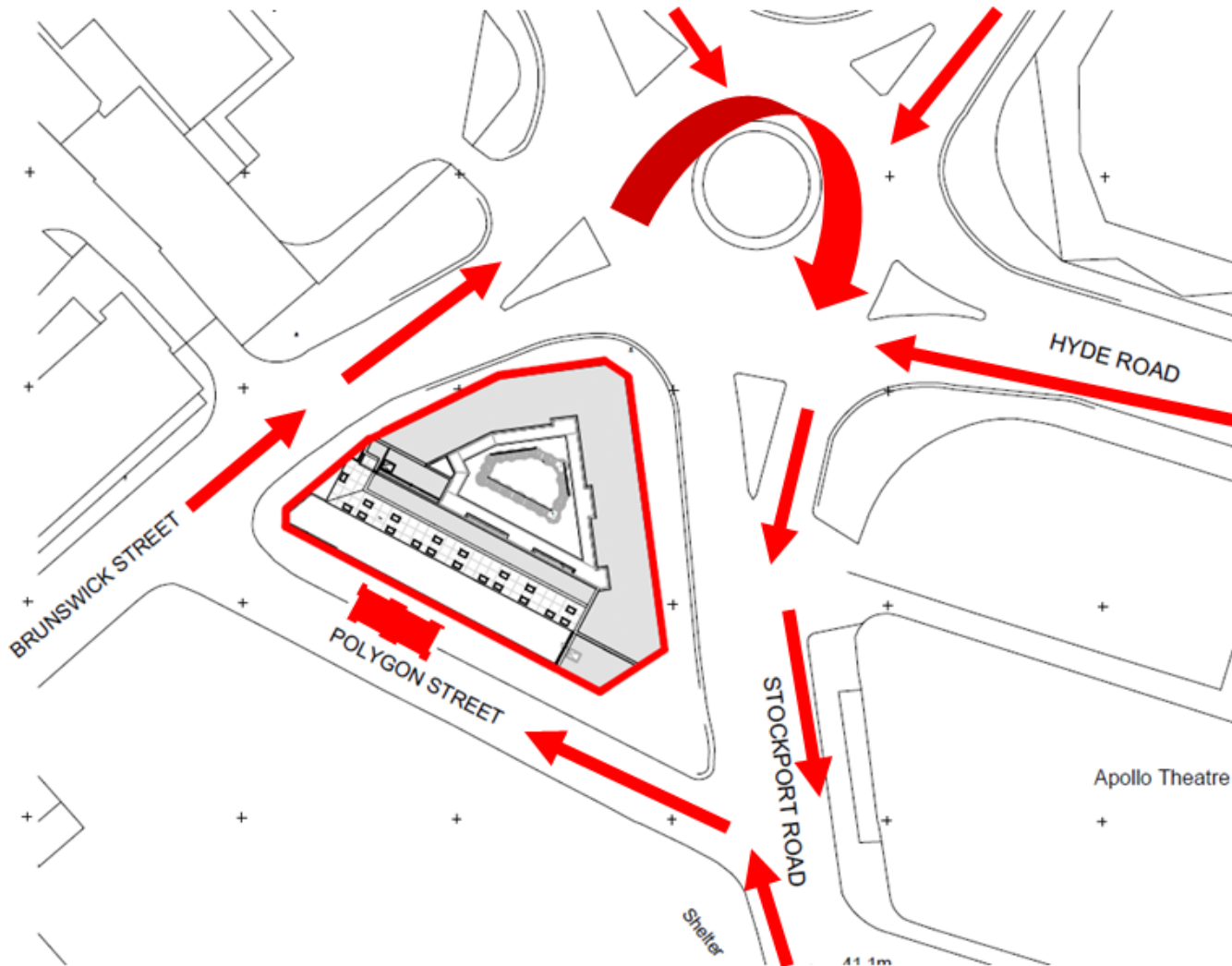
Appendix One – Logistics Plan



Key:

- 25 Yard SKIP
- Canteen
- Site Office
- Toilets
- Crane Lifting Zone
- Pedestrian Route
- Facial Recognition System

Appendix Two – Delivery Plan



Important:

All Deliveries must follow the designated route shown to GATE 2 -->

All deliveries must be booked into a Specific timeslot through the site office. If the delivery is not booked in or arrives within the hour timeslot selected then off-loading will be refused.

All deliveries must be arranged as self off-loading as there will not be a full-time telehandler.

Large material orders, which require crane lifting onto loading bays, will need to be liaised with the site office to coincide with allocated crane operator days to avoid materials blocking access.

Site Contacts:

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