



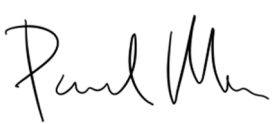
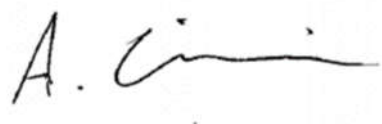


Construction Phase Health and Safety Plan

for

The Hut Group MSCP

Land located to the East side of Airport City North, bound by Enterprise Way and Outwood Lane West A555, also known as Phase 1 THQ Airport City Manchester.

Revision and Approval Status:			
	Written By:	Reviewed By:	Approved By:
Name:	Paul Moon	Ashley Griffin	Craig Davies
Position:	SHEQ Advisor	Operations Director	UK Director
Signature:			
Date:	14/02/2022	15/02/2022	15/02/2022

Contents

1.	Revision History.....	5
2.	Introduction.....	5
3.	Description of the Project.....	5
3.1	Project Description.....	5
3.2	Client Details	6
3.3	Project Directory	6
3.4	Description of the Works.....	6
3.5	Existing Records and Plans	6
4.	Management of the Work.....	7
4.1	Management Structure and Responsibilities	7
4.1.1	UK Director and Project Director	7
4.1.2	Project Manager	7
4.1.3	Site Managers	7
4.1.4	Health and Safety Advisor	7
4.2	Health and Safety Goals	7
4.3	Arrangements for Monitoring and Reviewing of Health and Safety Performance	8
5.	Project Arrangements	9
5.1	Regular Liaison Between Parties on Site	9
5.2	Consultation with The Workforce	9
5.3	Community Consultation Strategy.....	10
5.3.1	Manchester Airport Wildlife Team	10
5.3.2	Local Business and Residential Neighbours	10
5.4	Exchange of Design Information	10
5.5	Handling Design Changes During the project	11
5.6	Selection and Control of Contractors	11
5.7	Exchange of Health and Safety Information Between Contractors	12
5.8	Site Rules	12
5.9	Site Security	12
5.9.1	Site Security	12
5.9.2	Site Segregation & Hoarding.....	12
5.10	Inductions	13
5.10.1	Inductions (Online).....	13
5.10.2	Site Inductions	13
5.10.3	Drivers	13
5.11	Training and Competency.....	14
5.11.1	Competency	14
5.11.2	On-site Training	14
5.12	Welfare Facilities	14
5.13	Production and Approval of Risk Assessments and Method Statements.....	14
5.14	Site Rules	15
5.14.1	Smoking	15
5.14.2	Radios	15
5.14.3	Craft Knives	15
5.15	Drugs and Alcohol	15
5.16	Emergency Procedures	15
5.17	First-aid.....	16
5.17.1	Location of Nearest Accident and Emergency Hospital.....	16
5.18	Reporting and Investigation of Accidents and Incidents	16
5.19	Permits to Work	17
5.20	Access and Egress	17
5.21	Inspections	18
5.22	Meetings and Reporting.....	18

5.23	The Maintenance of Plant and Equipment	18
5.24	Housekeeping	19
5.25	Personal Protective Equipment (PPE)	19
5.25.1	Gloves	19
5.25.2	Safety Footwear.....	19
6.	Arrangements for Controlling Significant Site Safety Risks	20
6.1	Vehicle and Pedestrian Movements.....	20
6.1.1	Delivery and Removal of Materials.....	20
6.1.2	Working at Height on Delivery Vehicles	20
6.1.3	Routing and Swept Path Analysis	20
6.2	Dealing with Services.....	21
6.3	Accommodating Adjacent Land Use	21
6.4	Stability of Structures	22
6.5	Preventing Falls	22
6.5.1	Riser Protection	23
6.6	Falling Materials.....	23
6.7	Work with or Near Fragile Materials	23
6.8	Control of Lifting Operations	23
6.9	Work on Excavations and Work Where There are Poor Ground Conditions.....	24
6.10	Work on Wells, Underground Earthworks and Tunnels	24
6.11	Work on or Near Water Where There is a Risk of Drowning	24
6.12	Work Involving Diving	24
6.13	Work in Caissons with a Compressed air Atmosphere.....	24
6.14	Work Involving Explosives	25
6.15	Traffic Management.....	25
6.15.1	Access and Parking	25
6.16	Protection Against Fire.....	26
6.17	Storage of Materials.....	26
6.18	Protection of Others on Site	27
6.18.1	Visitors.....	27
6.18.2	Members of the Public	27
6.19	Work Involving the Assembly or Dismantling of Heavy Prefabricated Components.....	27
6.19.1	Steel Unloading	27
6.19.2	Installation of Pre-Cast Concrete Slab	27
6.19.3	Installation of Curtain Walls	28
6.20	Bird Issues.....	28
7.	Arrangements for Controlling Significant Site Health Risks	28
7.1	COVID-19.....	28
7.1.1	Briefings	28
7.1.2	Hygiene	29
7.1.3	Symptoms of COVID-19	29
7.1.4	Travel to Work	29
7.1.5	Cleaning	29
7.1.6	Face Coverings.....	30
7.1.7	Vaccinations	30
7.2	Exposure to Asbestos Containing Materials (ACMs).....	30
7.3	Dealing with Contaminated Land	30
7.4	Manual Handling.....	31
7.5	Use of Hazardous Substances.....	31
7.6	Noise and Vibration	31
7.7	Dust.....	32
7.8	Work with Ionising Radiation.....	32
7.9	Exposure to UV radiation	32
7.10	Any Other Health Risks.....	32

7.10.1	Leptospirosis	32
7.10.2	Safety-Critical Workers	33
8.	Environmental Considerations	33
8.1	Material Management	33
8.2	Hazardous Substances	33
8.3	Timber and Wood Products	33
8.4	Waste Management	33
8.4.1	Waste Minimisation	34
8.4.2	Hierarchy of Waste Control	34
8.4.3	Recycling	34
8.5	Public Highway Contamination - Wheel Washing	35
8.6	Site Water Management	35
9.	The Health and Safety File	35
9.1	Layout and Format	35
9.2	Arrangements for the collection and gathering of information	36
9.3	Storage of information	36
10.	Appendix 1 – Health and Safety Policy	37
11.	Appendix 2 – Logistics Plan	42

1. Revision History

Rev	Date	Sections	Description of Changes
0	03/02/22	All	Draft for general comment and review
1	10/02/22	5.3, 6.1.3, 6.20, 8.0	Sections added review

2. Introduction

This document forms the Construction Phase Plan for the project as required under the Construction (Design & Management) Regulations 2015, including those set out in regulation 12(2). It is a live document to be reviewed and amended throughout the life of the project. An initial review is to be undertaken by the Project Manager who will ensure all site-specific and client-specific requirements are identified, reviewed, documented, and recorded, client standards and requirements are detailed in the index of appendices.

The project will be carried out in accordance with the Construction (Design & Management) Regulations 2015, Approved Codes of Practice including Managing health and safety in construction: Construction (Design and Management) Regulations 2015 L153 (published in 2015), Guidance Notes, and all other relevant Regulations made under the Health & Safety at Work Act 1974 and the Management of Health and Safety Regulations 1999.

It is essential that all site requirements and rules, including those relating to security aspects, are identified, reviewed, and included in the construction phase control measures, these requirements and control measures are detailed in this document.

3. Description of the Project

3.1 Project Description

Project Title:	New multi-storey carpark - The Hut Group
Site Address:	The land located to the East side of Airport City North, bound by Enterprise Way and Outwood Lane West A555, also known as Phase 1 THQ Airport City Manchester.
Description:	Design and build of a new multi-storey car park.
Start on Site:	22nd August 2022
Construction Phase:	37 weeks
Time allowed for mobilisation:	10 weeks
Hours of Work:	07:30 to 18:00 weekdays, weekends 08:00 to 14:00 on request
Milestones:	As per contract documents and project programme

3.2 Client Details

Client	
Company:	Airport City Limited Partnership
Address:	6th Floor Olympic House Manchester Airport Manchester
Post Code:	M90 1QX

3.3 Project Directory

To be developed.

3.4 Description of the Works

The MSCP works will comprise everything up to the façade of the building, with works including but not limited to:

- Construction of piling mat and piling works
- Erection of steelwork, cladding and pouring of concrete decks
- Construction of security office, sprinkler tank room and stairways
- Installation of lifts
- Installation of access controls, lighting and CCTV requirements
- Installation of electric vehicle charging points / bays
- Installation of signage (emergency routes, directional)
- Line marking for parking bays

Prior to the MSCP works commencing an enabling package of works will have been completed which include:

- Highway works (temp access from Enterprise Way)
- Earthworks cut / fill and construction of new temporary haul road
- Temporary brook diversion

3.5 Existing Records and Plans

Extent and location of existing records and plans that are relevant to the health and safety on-site, including information and existing structure where appropriate. Existing information contained within Pre-Construction Information:

Information	Reference	Date
Pre-Construction Information	Faith & Gould	June 2020

All of the above documents are available in the Goldbeck Construction Birmingham office.

4. Management of the Work

4.1 Management Structure and Responsibilities

4.1.1 UK Director and Project Director

Directors are ultimately responsible for health and safety on the project, and to ensure suitable personnel and resources are made available at all times.

4.1.2 Project Manager

Reporting to the responsible Directors and the SHEQ Manager on all Health and Safety matters, and responsible for ensuring that procedures contained within the construction phase plan are carried out and followed. Project Managers have the authority to request alternative methods of work or safe practices. They will oversee contractors and ensure that work is carried out following this plan and any procedures or relevant regulations. Project Managers must set a personal example. They must ensure that persons with responsibilities under this plan have received suitable and adequate training. They are responsible for ensuring that emergency procedures are detailed and observed.

4.1.3 Site Managers

Will be in overall control of the site on a day-to-day basis and will report to the Project Manager and SHEQ Manager on all health and safety issues arising on site. He will ensure all sub-contractors receive a specific site induction and ensure they comply with all our site procedures. He will check their method statement and risk assessment also ensuring they understand what is required of them before commencing work on site. They must ensure that all staff and contractors have received the required training for the tasks they undertake. Managers and foremen must set a personal example.

4.1.4 Health and Safety Advisor

Will provide assistance and advice on health and safety matters within the organisation and, will report accidents under RIDDOR to the Health and Safety Executive. He will set a personal example in respect of health and safety. He will visit the site on regular unplanned visits to check site operations and site paperwork to ensure compliance with all required regulations.

Health and Safety Advisor will carry out fortnightly visits for a large duration of the projects with weekly visits for the high-risk activity and any other visits that are required by the Client or the Project Manager.

4.2 Health and Safety Goals

The main objective is to ensure that adequate actions and precautions are taken to prevent harm being caused to those carrying out construction work and others who may be affected by the works.

The overall objective of health & safety during this project is that no accidents are acceptable. All actions will be taken wherever possible to implement systems, within our Health and Safety and CDM documentation that reduces accidents to a zero level.

This Construction Phase Plan will provide information and instruction to all persons engaged in the project to enable them to comply with the principal objective, i.e. to reduce serious and minor accidents on-site during construction, post-construction, cleaning, and maintenance. The contact details for Goldbeck Construction personnel will be visible on noticeboards on site.

The following health and safety objectives and requirements will apply for the project -

- a) The target for accidents will be zero (0)

- b) Accident/incident reporting must be a feature of all project meetings
- c) There must be a system employed to encourage the reporting of all accidents and incidents. This must include the reporting of 'near misses' - i.e., incidents that in themselves did not result in injury or damage, but had the potential to do so
- d) Health and safety must be an agenda item for all project, design, start-up, and contractor meetings
- e) A system must be in place to ensure regular health and safety inspections and audits.
- f) Issues raised must be actioned and those actions reported back to the Client
- g) No person must be allowed to work on the project unless their health and safety competence has been assured. All persons working on the project should have a valid and relevant CSCS card or equivalent
- h) No person must be allowed access to the project unless they have received a satisfactory health and safety site induction from the person(s) in control of the site
- i) As a minimum, all persons working on or visiting the project must at all times wear a hard hat, high visibility jacket or vest, and safety footwear. Other Personal Protective Equipment (PPE), as defined as a result of a suitable and sufficient Risk Assessment must be worn as required.
- j) Appropriate welfare facilities, as defined by the CDM Regulations 2015, must be in place before any work starts, and must be maintained throughout the project.
- k) The programme of works must allow sufficient time to ensure that all works can be undertaken safely.

4.3 Arrangements for Monitoring and Reviewing of Health and Safety Performance

Goldbeck Construction Health and Safety Advisor(s) will make regular visits to the site to check on all aspects of health and safety and carry out site audits to ensure compliance with all our systems and issue reports to the Director and site management team.

To ensure our safe working practices and procedures are being followed we regularly monitor our safe working practices by:

- Site Managers or Foreman check their respective sites daily and where there is any non-compliance they are assessed as to the degree of risk and measures taken to rectify the situation.
- Site management at all levels is required to observe work behaviour and act to ensure poor working practices and behaviour are improved.
- All work equipment is inspected regularly and where subject to statutory inspection within those set timescales.
- Appropriate, accidents, incidents, hazards, and cases of ill health are investigated, and the results acted upon.

Goldbeck Construction operates an active monitoring policy, which includes, but is not limited to;

- Checking site procedures.
- Inspection of equipment.
- General site and operation inspections.
- Internal auditing to identify non-compliance.

- Direct observation of work operations.
- Periodic examination of records and documentation.

Additionally, Goldbeck Construction will allocate and instruct appropriate personnel to attend the client health and safety meetings, this will allow for the sharing of information relating to health and safety and to discuss best practices.

5. Project Arrangements

5.1 Regular Liaison Between Parties on Site

Project meetings will be held throughout the project with health, safety, and welfare a fixed item on the agenda. Designer and sub-contractor representatives, together with the Client's Representative will attend these meetings. Health, Safety, and Welfare issues, where identified, will be contained in the minutes of the meetings. These meetings will be attended by the Site Manager(s) and the Project Manager along with the supervisor of each sub-contractor.

Contractors are made aware at their appointment, of their requirements to fully co-operate on health, safety, welfare, and environmental issues, and with the contents of this Construction Phase Plan. Sub-contractor performance is subsequently monitored and reviewed.

It is the responsibility of the employer, be it Goldbeck Construction or a sub-contractor, to ensure that individuals who do not have English as their first language are identified and a risk assessment completed identifying that they are particularly at risk and the control measures that will be introduced to reduce this risk to an acceptable level.

Goldbeck Construction will inform the HSE, Client, and the Principal Designer of all reportable injuries, diseases, and dangerous occurrences at the earliest practicable opportunity, as defined within the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013.

5.2 Consultation with The Workforce

Consulting employees on health and safety matters is very important in creating and maintaining a safe and healthy working environment. By consulting employees, the company motivates their staff and makes them aware of health and safety issues.

The consultation approach adopted by the Company involves not only giving information to employees but also listening to and taking account of what employees say before they make any health and safety decisions.

A Site Pre-Start meeting (DABs) will be held daily with representatives of all contractors on-site to discuss the planned works for the day, working arrangements and necessary cooperation or coordination, specific daily hazards, results of inspections and incident investigations, and other information related to health and safety. The meeting will be conducted by the Site Manager and recorded on the daily board.

Through **weekly** Toolbox talks Site Managers discuss with employees any health and safety concerns or problems. Employees are encouraged to raise any specific issues during these sessions, for example, welfare provisions, problems with other contractors, problems with plant or working practices etc. Any particular concerns relating to any other sub-contractor should also be raised so that actions can be taken.

An open-door policy is encouraged, and all employees' / contractors' comments relating to health and safety are welcomed by the Company and they can approach the Site Manager or Project Manager at any time with any health, safety, and environmental issues.

5.3 Community Consultation Strategy

Goldbeck Construction are fully aware of the importance of effectively communicating with all interested parties, and know from experience of the benefits from communicating future works in advance to those who may be affected, thus the following will be conducted:

5.3.1 Manchester Airport Wildlife Team

An initial planning meeting will be conducted to ensure all wildlife, flora and fauna issues and constraints are identified and control measures confirmed to mitigate risks to nature in the construction area. Additionally the following will be reported two weeks in advance:

- Proposed out of hours work
- Proposed works causing additional or excessive noise, vibration, fumes or dust

The following will be reported immediately to the Wildlife Team by the Site Manager:

- Discover of protected species not previously identified pre-project
- An environmental incident that has the potential to cause pollution to air, ground or water
- Bird issues as identified in Section 6.20

Goldbeck Construction will ensure a representative is present at project progress meetings and any wildlife review activities.

5.3.2 Local Business and Residential Neighbours

Letters will be posted to all local businesses and neighbours prior to the project construction site works begin detailing the scope of the works, any potential disruptions and contact details of the Goldbeck Construction Site Management Team so any queries can be answered in the first instance, contact details will also be posted on every traffic and pedestrian gate into the site.

Additionally the following will be reported two weeks in advance:

- Proposed out of hours work
- Proposed works causing additional or excessive noise, vibration, fumes or dust
- Delivery of wide or large loads
- Temporary changes or closures to road and footpath routes

5.4 Exchange of Design Information

Design work will require the relevant drawings, schedules, etc. to be viewed for approval. Designers are to comply with Regulation 9 of the CDM regulations and to provide sufficient information about the design and any residual risks to adequately assist others to comply with their duties under CDM, including information to the Principal Contractor, which is to be retained within the working Health & Safety File. A copy of the work will be circulated to the design team as appropriate and also to the Principal Designer (whose duties are set out in Regulation 11). A design/drawing production programme is to be agreed upon at the pre-order stage, to ensure sufficient time is allowed for approvals and the incorporation of comments before works commencing on-site and to be in advance of the works to prevent delay.

Once design details and information is approved this is circulated to Goldbeck Construction site team and the Client the design information and it is the responsibility of the Project Manager to pass this information on to the relevant sub-contractors.

5.5 Handling Design Changes During the project

Under the Construction (Design and Management) Regulations 2015 the principles for design are to eliminate (design out) or control elements of risk identified. This should take place during the initial stages of the design of the proposed project. Construction activities where controls are required due to designers being unable to design out the risks will be provided with risk assessments and method statements.

Where a substantial change in design (which could not or had not been envisaged) is identified, the following sequence must be carried out:

1. Designer to examine the changes for health & safety implications.
2. Identify hazards, assess the risks involved and consider to avoid, minimise or control those risks following the appropriate regulations and Approved Codes of Practice.
3. Submit proposals to the Principal Designer to ensure compliance with Regulations.

The design changes for the project are implemented by Goldbeck Construction Architect, however, unless the changes are of a significant impact to the project the drawings will not be updated until the 'As Built' drawings are produced – THIS DOES NOT APPLY TO CRITICAL FEATURES OR TO CHANGES AFFECTING LIFE SYSTEMS

Goldbeck Construction and where applicable the sub-contractor, shall re-examine the health & safety implications of any design changes and implement all necessary measures to deal with those changes.

5.6 Selection and Control of Contractors

Unless specified otherwise by the Client, only suppliers and sub-contractors who have been assessed for capability by Goldbeck Construction will be used to carry out work on-site (and the results recorded on the form F57 – Supplier Questionnaire, all records of compliance will be retained for inspection. All contractor operatives must hold a CSCS card or equivalent competency records. All contractors attending the site whether working on-site or as a visitor will be required to conform to the Goldbeck Construction requirements, for the wearing of mandatory Personal Protective Equipment in the form of hard hats, safety footwear, glasses, gloves and high visibility vests as a minimum.

Method Statement and Risk Assessments are required to be submitted by the sub-contractor to Goldbeck Construction at least 7 days before commencing on-site to be reviewed and commented upon. Site Management monitors the behaviour and working practices daily and also carried out weekly health and safety audits which are recorded and monitored.

PERSONNEL ARRIVING AT THE SITE WITHOUT THE REQUIRED MANDATORY PPE AND IDENTIFICATION WILL NOT BE GRANTED ACCESS TO THE SITE.

The Company operates a traffic light system to deal with incidents, behaviours and unsafe practices, a yellow and red card system will be used to ensure those identified as non-compliant with established site rules, those not following site rules, those not fully implementing the identified control measures or those undertaking unsafe acts are initially warned (yellow card) and removed from the site where behaviour does not improve (red card); red cards may also be issued by the Site

Manager for acts that are deemed to be unsafe and that threaten the safety or wellbeing of anyone on site.

5.7 Exchange of Health and Safety Information Between Contractors

Weekly meetings will take place with all sub-contractor supervisors on-site to establish if any health and safety problems are arising from work being undertaken.

All contractors need to consider what information should be passed between them and agree on appropriate ways to make sure this is done. They need to exchange clear information about the risks arising from their operations, during meetings including relevant safety procedures, and procedures for dealing with emergencies. This exchange of information should include details of any risks that other parties could not reasonably be expected to know about. The information must be specific to the work. A hazard board will be erected and updated daily detailing the likely hazards on-site on any particular day; this is updated by Goldbeck Construction Site Management

5.8 Site Rules

All personnel must strictly adhere to the site rules including those laid out in the client's project Health and Safety Plan, this Construction Phase Health and Safety Plan and the Goldbeck Construction Site Rules document.

5.9 Site Security

5.9.1 Site Security

All personnel are required to sign 'in' and 'out' of the site on all occasions to comply with our procedures for emergency evacuation and roll call. The Biosite or similar alternative will be used to control site inductions and monitor movements on-site via credit card-sized passes. Any person/contractor found outside the work area will be excluded from the site.

All visitors to the site should be logged in and out, issued with the required PPE, and escorted to their place of business.

All deliveries will make contact with site management upon arrival on-site and will then be supervised for unloading by way of a banksman.

5.9.2 Site Segregation & Hoarding

The full perimeter is secured with a 2.4m high hoarding and controlled access gates. A designated gateman/ security guard will control and monitor deliveries/ usage of the gates ensuring that the gate always remain locked to prevent unauthorised access.

The site boundary 2.4m high Timber hoarding has been erected by the employer with the design/ installation being checked by the client's Temporary works Engineer. Site hoarding will be subjected to a daily inspection to ensure it is safe and secure. Both vehicle and pedestrian access is gained from Enterprise Way located North of the site.

Site safety signage will be displayed on the hoarding at relevant locations, stating the site requirements for safe access and warning of site hazards and no unauthorised access permitted.

5.10 Inductions

5.10.1 Inductions (Online)

All personnel employed on the project must complete a client online induction which forms the annual safety induction.

Online induction will be conducted on the Biosite / HRS M-Site system and all those undertaking the induction will be required to pass the training and upload relevant current competency cards (including CSCS, CPCS, IPAF, PASMA etc)

5.10.2 Site Inductions

All personnel wishing to visit the site will be required in the first instance to report to the site office. A member of the site management staff will arrange a site-specific induction. Site induction will consist of but not limited to the following -

- Welcome, introduction to the project.
- Check that Project Induction (Online) has been completed.
- Project description and site layout (include Car parking, Access routes, Vehicles, Pedestrians, and Security Procedures).
- Project major risks/precautions.
- Key appointments/designations.
- Overview of health and safety plan/objectives/targets.
- A brief summary of legal responsibilities of the employer, employee, and self-employed.
- Accident reporting/first aid.
- Fire and emergency evacuation arrangements/identification of fire extinguishers
- Welfare facilities.
- Ask each person to disclose any medication or medical condition that may affect their safety or that of others affected by their actions.
- Site communication arrangements for reporting unsafe situations/receiving safety information
- The client works restrictions/site rules.
- Any other issues relating to the significant hazards/control measures of recipient's e.g. risk assessment detail, safety method statement arrangements, toolbox talks, health issues.
- Environmental issues and any site-specific health hazards
- Specific site rules and emergency procedures.

Records of site inductions will be maintained which will include a unique induction number and signature of the person inducted.

5.10.3 Drivers

Where drivers attend the site to deliver products a site card will be issued to them, this will include traffic route information, applicable site rules, and applicable emergency procedures. Drivers will be required to stay in their vehicles at all times.

5.11 Training and Competency

5.11.1 Competency

Only competent personnel will be permitted to attend the site and undertake construction activities, checks on individual's competencies will be undertaken at the induction stage. Copies of relevant training and qualifications will be taken, including:

- CSCS (mandatory for all operatives)
- CPCS
- PASMA
- IPAF

5.11.2 On-site Training

Training on-site will consist of weekly toolbox talks given by the supervisor of the contractor on-site. The Goldbeck Construction Site Managers should ensure records of toolbox talks are maintained together with topics covered and of the person who received this training.

A programme for the toolbox talks can be found in the Site Safety File. The Site Managers shall ensure that toolbox talks are delivered in line with the guidance given on the programme. If any further training is found to be required, this will be arranged by the health and safety manager and the contractor involved.

5.12 Welfare Facilities

The siting of the site compound will be as per the Site Layout Plan, welfare facilities provided will fulfil the requirements of the CDM regulations 2015 and will include facilities for dining, heating of food and water, hand washbasins with hot and cold running water, and toilet facilities in sufficient quantities to satisfy the complement of site staff.

Goldbeck Construction will install all suitable welfare facilities onto the site before commencement of the works, following Schedule 2 of the CDM Regulations 2015. The welfare facilities should be kept clean at all times, and include:

- Sanitary conveniences
- Washing facilities
- Drinking water
- Changing rooms and lockers
- Facilities for rest
- Site office with meeting rooms

5.13 Production and Approval of Risk Assessments and Method Statements

All contractors are required to submit the site and task-specific risk assessments and method statements a minimum of 2 weeks before starting on site.

The Site Managers will review all risk assessments and method statements received using the RAMS Evaluation sheet. Additional information may be required and will be provided by the

contractor for consideration before starting on site. Acceptance of the contractor's risk assessment will be recorded.

If a specialist contractor is required, or a contractor does not have the competence or resource to prepare a risk assessment or method statement, then GOLDBECK will prepare such documentation and control on their behalf.

All risk assessments and method statements will be coordinated with GOLDBECK's systems and procedures.

5.14 Site Rules

Site rules are primarily to be developed by the Principal Contractor in conjunction with the Site Manager and the Client. If any complaints are received from any surrounding properties these will then be investigated and if required incorporated into the site rules. Site rules will formally recorded, displayed in the prominent locations on-site.

5.14.1 Smoking

Smoking and the use of e-cigarettes are only permitted in designated areas.

5.14.2 Radios

Music playing devices including radios and personal entertainment equipment are not permitted in work areas.

5.14.3 Craft Knives

Contractors should avoid the use of craft or fixed blade knives and use where appropriate alternative methods. When stripping cables Manufactures cable stripping tools should be utilised and not craft knives. If as a last resort a craft knife has to be used, then it must be the retractable bladed type.

5.15 Drugs and Alcohol

No alcohol shall be consumed by any personnel on the site. Those persons reporting for duty and believed to be under the influence of alcohol shall be refused entry.

The use of illegal drugs on the projects is prohibited. Any person suspected of being under the influence of drugs will be reported to the authorities.

Goldbeck Construction operates a Drug and Alcohol Policy. All persons working on the site will be advised of the Drug and Alcohol Policy and will be told that they may be subject to random and unannounced drug and alcohol testing. Failure will result in immediate removal from the site.

Random personnel for drug and alcohol tests will be selected at random via Datascope system or from induction records.

5.16 Emergency Procedures

An emergency contact list for relevant local services will be compiled and displayed in the site office together with a map showing the route from the site to Goldbeck Construction will ensure that a site-specific fire plan is developed from the site fire risk assessment before works commencing, which will include the provision of fire marshals and fire-fighting equipment and the method of raising the alarm in the event of a fire. The plan will be developed on an ongoing basis throughout the project with any changes addressed. The plan will be displayed on site at designated fire points at all times.

The plan must be revised as the site layout changes i.e. project phases and must identify emergency egress routes and fire points on site. These changes must be disseminated to site personnel by way of a toolbox talk as soon as practicable. A record of the toolbox talks and those present must be kept.

During the induction process, all personnel will be informed of the specific procedures to be undertaken in the event of an emergency arising. Such procedures will include evacuation routes and emergency exit points, siting of emergency portable firefighting equipment, and the position of the assembly point used to take a roll call. All temporary escape routes will be kept clear of obstructions at all times and provided with suitable and sufficient lighting and signage at intervals on long runs and changes of direction to provide good visibility and with secure fixings.

Adequate fire points are to be provided by Goldbeck Construction at agreed locations on the site, the number of fire points required is to be determined by the Site Manager. A fire point will consist of a minimum of two fire extinguishers which must be checked at regular intervals. The type(s) of fire extinguishers must be appropriate to the type(s) of fire risk.

The Site Manager is responsible for updating the fire plan, ensuring communication to operatives, ensuring fire points are free from obstructions, and carrying out weekly fire audits. Fire plans will be displayed in the site office and on-site. Drawings showing escape routes will be displayed in the building as required.

5.17 First-aid

First aid requirements will be located within the site office such information as the distance to the nearest accident and emergency department and will be displayed in the site office and canteen, The Site Manager is responsible for ensuring that the level of first aid provision is available when the site is operational.

Adequate first aid provision will be supplied and maintained including first aid kits and eyewash stations, these will be checked by an appointed person and the results of the checks recorded.

Trained and qualified First Aiders as part of the site management team will be available at all times throughout the contract. Designated First Aider information will be displayed in the canteen, office, and toilet areas.

Additionally, first aiders will be identifiable on-site with a hardhat sticker bearing a white cross on a green background.

5.17.1 Location of Nearest Accident and Emergency Hospital

The nearest accident and emergency department is located at)2.0 miles away):

Wythenshawe Hospital

Southmoor Road, Wythenshawe, Manchester,
Greater Manchester,
M23 9LT
Telephone: 01619987070

5.18 Reporting and Investigation of Accidents and Incidents

Goldbeck Construction will ensure that all employees and contractors, report all accidents, incidents of ill health, dangerous occurrences, incidents, near misses, and any environmental complaints to the Site Manager or Project Manager without delay (contact details in the project directory).

These are to be entered in the Accident/Incident/Near Miss Register and investigated at the site level using an Accident/Incident/Near Miss Report (Contained within the Goldbeck Construction Site Safety File).

This form should be submitted to the Health and Safety Advisor within 24 hours and a copy kept on-site in a secure location (e.g. locked drawer). If required, the Health and Safety Advisor will carry out a further investigation using Accident/Incident/Near Miss Investigation Report.

Accidents and incidents requiring notification to the Health & Safety Executive will be reported as required under the RIDDOR Regulations 2013 as amended within the allocated time constraints and on the relevant documentation.

The lessons learned from each incident/accident will be discussed via a safety briefing to all operatives by the Site Manager and a 'Safety Bulletin' displayed in the canteen and toilet to prevent the incident or accident from occurring again.

All RIDDOR reportable accidents/incidents (including those involving Client staff and members of the public) will be reported to the Project Manager, UK Director, Health & Safety Advisor and Clients nominated persons.

5.19 Permits to Work

Permits to work will be requested each the relevant contractor's supervisor and issued using the client's Permit to Work system, including required control measures and validity period.

The following permits will be requested from the Site Manager:

- Confined spaces
- Use of cranes
- Hot works.
- Limitation of access electrical.
- LV Certificate of electrical isolation.
- Permit to dig/drill.
- Sanction for work on or near live electrical equipment.
- Service clearance.
- Suspended access equipment.

5.20 Access and Egress

Safe routes for the access and egress of pedestrians and vehicles will be maintained to all areas of work and that all personnel are made aware of these routes. These routes shall be level, free from obstructions, and positioned on well-consolidated ground.

Separate, safe access must be provided for pedestrians traffic onto the site.

Areas will be set aside for the access of fire-fighting equipment or other similar appliances including ambulances. These areas shall be maintained, kept clear of obstruction at all times, and marked/signed accordingly.

Exclusion zones will be determined, established, and maintained to reduce the risk to site personnel for ongoing works, these exclusions zones will be established for use of Mobile Elevated Working Platforms (MEWPs), lifting operation by means on cranes and excavations. Physical barriers will be erected to restrict access to exclusion zones, the location of these zones will be communicated during the pre-start meeting.

5.21 Inspections

Goldbeck will conduct regular inspections of the worksite as per all good practices. Competent Health and Safety personnel with direct reporting to senior management shall undertake these inspections; these inspections include those conducted by the Site Manager and external health and safety advisor.

The Company will nominate a competent person to inspect the workplace each working day and keep a register to record this has been undertaken. The client representatives may inspect the register.

The Contractor will allow client personnel to inspect the site, site offices, and storage areas yet such inspections will not relieve the contractor from their responsibilities as the Principal Contractor.

5.22 Meetings and Reporting

The Goldbeck construction team will review Health, Safety & Environmental issues as part of their regular weekly Management meetings to discuss compliance with the Health, Safety, and Environmental Construction Phase Plans and to coordinate forthcoming activities. HSE issues will be the first item on the agenda. Managers attending these meetings will ensure that their subordinates are aware of the matters relating to Health, Safety, and the Environment that are discussed to ensure adequate coordination takes place.

The Client's Project Manager (or his representative) shall be invited to review the implementation of the Health, Safety & Environmental parts of the Plan as an agenda item at their progress meeting, which will be held at least monthly.

The Principal Designer will be invited to agree on a programme of formal meetings to review ongoing and/or outstanding design matters as they relate to Health, Safety, and the Environment, as well as the provision of information relevant to the Health Safety & Files. A "Design Coordinator" will be appointed from the project team to be the single source of contact and meet with the Principal Designer to review these matters.

Each week there will be an HSE meeting that the Project Manager will be expected to attend to review overall performance, learning from incidents – internal/external and a general collective thought on improving construction site safety. The same agenda will also be covered in a separate meeting for Contractors Safety Advisors.

Goldbeck will be required to complete a monthly scorecard based upon their site's HSE performance and their pro-activeness in the prevention of incidents which will be submitted to the Client

5.23 The Maintenance of Plant and Equipment

All of the plant is hire in and none of which is own by Goldbeck Construction.

All non-handheld plant or equipment i.e. MEWP's, Hoists, Cranes, Fork Lift Trucks, etc. intended for use on our sites must carry a current test certificate, copies must be available i.e. - stored/displayed on the equipment or filed in the site office.

Details of plant and equipment on site must be entered onto the Plant and Equipment Register within the Site Safety File.

On the Plant & Equipment, register details are entered regarding the last time it was maintained i.e. PAT Tested, 6-month Certificate of Thorough Examination Certificate.

It is the responsibility of the Site Manager to ensure that no plant or equipment exceeds the certificate expiry date and that if this does occur then the plant is removed from the site and sent back to the hiring company.

Visual inspections must be carried out by the operatives operating plant and equipment daily and they must also complete weekly 'Plant and Equipment Checklist'

5.24 Housekeeping

Housekeeping on sites must be maintained to the highest standard possible at all times. In particular, the storage of materials and site waste arising must be managed efficiently so that work may progress is unimpeded. Waste should not be left to attract vermin or pose a fire hazard. Prevention of spills to be given the highest priority. Goldbeck will inspect the working site daily and take immediate appropriate action where unsatisfactory housekeeping conditions are apparent.

5.25 Personal Protective Equipment (PPE)

Mandatory PPE requirements (i.e. hard hats, safety footwear, glasses, gloves, and high visibility vests as a minimum) are set out the Site Rules.

No personal, inappropriate, or unauthorised clothing should be worn on site. The wearing of shorts or vests without sleeves is prohibited. All toggles and drawstrings should be checked as not to form a risk to the user by being entangled in machinery or similar occurrences.

5.25.1 Gloves

At the very least, general-purpose gloves must be worn at all times, minimum protection cut resistance 3 (if specialist gloves are required, they must be highlighted in the Method Statement and Risk Assessment).

5.25.2 Safety Footwear

Site boots must conform to EN ISO 20345:20011 and have one of the following protection levels SB-P, S1-P, S3, S5 and have:

- Laces
- Ankle support
- Steel/Kevlar toe caps, mid sole protection
- Be oil, acid, and anti-slip resistant

For carrying out Hot Works, your boots must have a gusset tongue to cover laces.

6. Arrangements for Controlling Significant Site Safety Risks

6.1 Vehicle and Pedestrian Movements

There will be a designated vehicle access gate and a pedestrian access gate. Access to these gates will be controlled via our guard and turnstile. Deliveries will be controlled through a designated booking procedure. All delivery vehicles are registered with Fleet Operator Recognition Scheme (FORS) and Construction Logistics and Community Safety (CLOCS). These schemes are national industry standards which ensure best practice for safe deliveries to site.

Designated pedestrian access routes will be established around / through the site to ensure that pedestrian / vehicles are segregated and always controlled. Access signs / routes are inspected daily via a Good Order inspection.

6.1.1 Delivery and Removal of Materials

All deliveries will be by prior arrangement with the Site Manager at least 48 hours in advance due to restricted site availability for storage.

Unloading of all deliveries shall only take place in the site compound and be segregated from other site personnel to ensure that they are free from risk. A banksman is to be used during all delivery operations. Banksman will primarily be used as lookouts to ensure that collision with persons does not occur during vehicle unloading and reversing operations. Their training will comprise familiarisation with the site traffic management plan and HSE publications INDG148 Reversing Vehicles and INDG 199 Managing Vehicle Safety in the Workplace. Reference should be made to the site traffic management plan when arranging for deliveries to the site.

Traffic Management Plan and Site Plan will detail:

- Where goods should be delivered
- Environmental requirements
- Storage of hazardous materials remote from site accommodation and other structures to provide a fire break
- Disposal of waste materials in accordance with the Local Authorities' requirements and current regulations - i.e., gypsum (plaster/plasterboard)
- Disposal of hazardous materials

6.1.2 Working at Height on Delivery Vehicles

Working at height from vehicles is not allowed unless precautions are in place to prevent persons or equipment from falling from height. Therefore, suitable working platforms with collective fall prevention features, i.e. guard rails being used when unloading vehicles, these platforms will be subject to regular inspections. Load Angel Load Safe Fall Prevention System will be used for vehicles without suitable guard rails fitted. Castors will be locked off before use.

6.1.3 Routing and Swept Path Analysis

When establishing and developing the Site Traffic Management Plan Swept Path Analysis software will be used to determine the vehicle routes both on-site and accessing and egressing the public highway to ensure:

- Vehicles can exit the public highway onto site without being stationary

- Turning circles can accommodate the delivery vehicles to be used
- Laydown areas are suitable for the type and frequency of deliveries and the vehicles being used
- Vehicles are not required to reverse for long distances
- Vehicles are not required to reverse, on exit, onto the public highway
- Parking can be safely accessed by staff, visitor and contractor vehicles
- Vehicles do not encroach upon pedestrian space
- Site speed limits can be maintained

Vehicle and pedestrian routes will be included in the Traffic Management Layout Plan and updated as the site evolves.

6.2 Dealing with Services

Goldbeck Construction will ascertain the exact locations/status of services on-site before the commencement of works. Notwithstanding the information provided regarding existing services, Goldbeck construction will take all necessary precautions to safeguard personnel, property, materials, etc. Service detection surveys, utilising the latest available technology, should be carried out to confirm the location and nature of marked services, and to locate and identify unmarked services. Where particular hazards or essential services are suspected in the vicinity, the services should be carefully exposed to confirm their position and status.

The employees in the workforce **MUST** be provided with a drawing or sketch, together with a method statement for the work.

Any known existing services are to be located showing termination. Location of Live services identified from previous TOPO surveys and issued as a part of the client's Pre-construction H&S information

Any ground-breaking works either inside the site or outside the footprint of the project will require client's permits to be issued including copies of all statutory services. Hand dig trial holes will be undertaken and recorded as required to establish location and depth of services. Vacuum excavation to be utilised where required.

Prior to any excavations, permit to dig must be obtained. These will be generated by Goldbeck Construction via Work Wallet and permitted by the client's site engineer or site manager. A copy of the Topo survey and historical service/constraint drawings will be attached to the permit. Where required additional trial holes may be asked for.

Cable Avoidance Tool (CAT) to be used by trained and competent operative completing the checks under the permit. Equipment calibration certificates and training competency to be provided under the Permit to dig permission to proceed.

6.3 Accommodating Adjacent Land Use

The contractor's materials risk assessment, selection procedure, and exposure control measures must adequately consider the possible effects of process by-products such as fumes, sprays, noise, traffic or dust etc. both on and off the site.

Site perimeter hoardings to be installed, protected as detailed in the site layout plan, and inspected daily.

6.4 Stability of Structures

Temporary Works Coordinators should be appointed and made known to the CDM Advisor/Principal Designer promptly before any surveys or works being undertaken.

Goldbeck is responsible for the safe construction and use of all Temporary Works conducted on all projects they control, regardless of whether they are carried out by a Sub-Contractor. The company must therefore effectively control this type of activity. The Principal Contractor will appoint a Temporary Works Co-Ordinator for the scheme.

Goldbeck's procedures require that all Temporary Works:

- Must be designed
- The design must be checked
- The physical works must be inspected to demonstrate compliance with the design
- All checks and inspections must be recorded in writing and be demonstrable
- All changes must be referred to the designer and checker
- The Temporary works coordinator keeps the Principal Designer/CDM Advisor informed of progress.

The design process for temporary works must comply with the requirements of the CDM Regulations 2015.

6.5 Preventing Falls

Combi-Safe Fall Protection – A fall protection barrier system is used to minimise the risk of falling from the open edge whilst the concrete slabs are installed. This system is installed by our Goldbeck German sub-contractors who are fully competent and trained in installing this system. Whilst installing this system they use a harness and steel wire safety system until all sections of the system are in place. The edge protection is checked first thing in the morning and the last thing at night to ensure it is still as was issued and has not been tampered with or adjusted in any way.

Stepladders – These will not be permitted on site unless prior permission has been granted by the Site Manager. This permission will be in the form of a permit. Steps and ladders are not to be used on this project unless there is a suitable and sufficient quantified risk assessment developed by the Sub-Contractor demonstrating why steps and ladders are considered more suitable than other means of working at height, e.g. scaffold systems, MEWPs. It is the responsibility of Goldbeck Site Management to check the works are being carried out following the conditions of the authorised permit.

Scaffolding – Site Manager to ensure the works are carried out by an approved Scaffold Company, the works are supervised by a competent person, are subject to weekly inspections (at a frequency of less than 7 days) and handover certificate provided.

Excavations – All open excavations will be identified with orange bunting and road pins and suitable signage displayed. Any plant or traffic should be routed away from the excavation. Where there is a need for plant to dump material into the excavation, suitable stop blocks, and a banksman need to be provided. If an employee needs to cross a trench, a properly constructed access should be provided, i.e. a walkway at least 600 mm wide, with guard rails and toe boards

MEWPS – Site Management will ensure only competent trained persons with IPAF qualification will be allowed to operate the platform with a valid date Through Examination certificate (every 6 months) . daily plant checklist will need to be completed by the operator and a suitable harness will also need to be worn inside the MEWPS. The harness will need to be fully certified.

6.5.1 Riser Protection

Riser are infilled with a riser solution; details are still be reviewed and alterations to the design are being made to consider the M&E services which pass through them. No void will be left exposed without a suitable solution having been considered or temporary scaffolding being used as guarding.

6.6 Falling Materials

Material handling/ storage and installation will be considered throughout the project with controlled segregation zones/ storage areas being implemented and set up. Operative training and communication will be given to control this risk.

Goldbeck Construction will ensure that all operations with a risk of falling materials or falling objects have a suitable exclusion zone set-up with barriers and signage as required to ensure the safety of all site personnel that is working near these operations. Operatives operating powered accesses are to have all tools tethered to mitigate the potential for falling objects during the undertaking of any work at height.

6.7 Work with or Near Fragile Materials

A Mansafe harness system to be utilised, A fall restraint wireway system to be installed around the perimeter of the roof to facilitate safe access.

Goldbeck Construction will provide notices at access points with instructions and warnings relating to the use of harnessing system.

6.8 Control of Lifting Operations

The control of lifting operations on site will be the responsibility of the Site Manager and Crane Supervisor. The Lifting Plan will be prepared by a qualified Appointed Person. The Appointed Person will plan the lift and produce a Method Statement and Risk Assessment for the lifting operation in accordance with BS7121 and Health and Safety Guidelines.

The Appointed Person will have the knowledge and understanding of all aspects of the lifting operation including the characteristics of the load, ground conditions, crane capacities, and outrigger loadings. It is also the responsibility of the Appointed Person to ensure that all equipment used in the lifting operation is appropriate and carries the necessary test certificates. He is also responsible for ensuring all personnel involved in the lift are competent to perform their duties.

It is the responsibility of the Crane Supervisor to ensure the works are being carried out as per the lifting plan and if there are any deviations to the lifting plan to inform the Appointed Person. Two audits will be carried out during the duration of the project, one during the steelworks and the other at the end of the project.

All Items to be lifted will be identified on the schedule of common lifts within the lifting plan documentation and in advance of any lift, with any addendums to the documentation carried out by the listed Appointed Person. Loads will be suitably secured and checked by the crane lift supervisor.

Exclusion zones by way of physical barriers will be used to stop any unauthorised access to work areas.

6.9 Work on Excavations and Work Where There are Poor Ground Conditions

Only trained and competent operatives are to be used and certificates of training to be recorded. Permit to enter system will be used and risk assessment and method statement to be produced and signed by all operatives before work commencing works. Suitable means of access to be provided in the excavations and trench protection may be required. The ground conditions will be checked regularly. If temporary works are required then a design and calculations will be carried out by the Temporary Works Co-Ordinator, the site manager will ensure the temporary works are carried out as per the design.

All excavations will be segregated from personnel on-site employing physical barriers – crowd control barriers where the excavation is less than 1.2 metres deep, over 1.2 metres Herras fencing will be used,

All operatives involved in excavations must have a working knowledge of the HSG 47 'Avoiding Danger from Underground Services'.

All excavations and openings shall be fully maintained including adequate structural support, access, egress, and provision of fences and handrails. Ongoing consideration should be given to the effects of inclement weather.

Lights shall be used to mark the edge of excavations and openings at night. All excavations will be inspected by a competent person daily.

The risk of the collapse of embankments and trenches - no bank excavation is to exceed a gradient of 1:1. All other operatives must be excluded from the area where excavation works take place.

The risk of the collapse of excavation works due to tipping and loading vehicles being near of excavations.

Goldbeck Construction will ensure at all times that drivers are aware of the excavation works and that no work is to take place in areas

Foundation and drain excavations that are deeper than 1200mm will require planking to British Standard.

6.10 Work on Wells, Underground Earthworks and Tunnels

Not applicable to this project.

6.11 Work on or Near Water Where There is a Risk of Drowning

Not applicable to this project.

6.12 Work Involving Diving

Not applicable to this project.

6.13 Work in Caissons with a Compressed air Atmosphere.

Not applicable to this project.

6.14 Work Involving Explosives

Not applicable to this project.

6.15 Traffic Management

Due to the nature of the works and the requirement for working adjacent to, on road networks and public thoroughfares operatives may need to work in live areas without the protection afforded by the fully installed segregation.

Temporary traffic management where necessary will:

- Provide clear and early warning of obstructions in the highway
- Optimise road space and provides adequate safety zones and working space at work locations
- Gives clear directions relating to decisions/actions required from road users
- Minimise the potential conflict between road users of traffic signs and temporary requirements
- Displays speed limits and restrictions appropriate for the temporary highway geometry and safety features.

Routes for bringing materials into site areas are to be agreed upon before commencement on-site and should be communicated to all those on-site throughout the works.

Where deliveries are made to the workplace/site above, on or directly adjacent to the roadway, then safe clearance should be considered and given during unloading/loading of materials/equipment and incorporate cones and physical barriers to delineate the traffic lane and/or for other drivers to take to pass the loading/unloading operation.

Where road closures are required these must only be undertaken after the relevant approvals have been obtained.

6.15.1 Access and Parking

Goldbeck Construction will

- Establish access gates to manage deliveries and contractors. These gates will be manned full-time.
- set up the site on the south of the site and remain there throughout the works.
- manage contractor parking in 4 stages to suit the build sequence so each time we will set up a new parking area
- plan to tell contractors that they must car share to limit car numbers.
- manage deliveries and laydown areas to suit the build and parking setup.
- establish segregated pedestrian walkways from the car parking to the welfare area at each stage.
- Undertake a Routing and Swept Path Analysis and incorporate it into the site logistic plan. The large articulated vehicles carrying the structural elements will be backed on to the site

under the guidance of trained banksmen to their designated off load points. Smaller short wheelbase vehicles will drive to there off load areas, with any reversing being supervised by a trained banksmen

See Traffic Management Plans.

6.16 Protection Against Fire

Flammable materials to be stored in a secure, non-flammable storage container with warning signs indicating flammable goods and the contents.

Goldbeck Construction will provide arrangements for the removal of rubbish on a regular basis.

Smoking only in designated locations.

Goldbeck Construction will provide suitable fire extinguishers and ensure that they are available at all times and that all operatives on the site know of the location of the extinguishers; additionally, a means of raising the alarm in the case of fire will be provided at key locations around the site

Compliance to CS6 Storage and Use of LPG on Construction Sites

Goldbeck Construction considers the use of convactor / exposed element heaters to be an unacceptable fire risk and should not be used, these will not be permitted on site.

Portable halogen lamps are not to be used as they provide an unacceptable fire risk. Fixed types must be fire risk assessed.

Combustible insulation material should be considered in the design, as some materials are prohibited airside as they produce black smoke when they combust. Where combustible material is found the insulation should be removed or replaced with a non-combustible equivalent immediately.

All hot works are to be conducted in accordance with the client's Permit to Work system. Goldbeck will identify a nominated fire marshal as part of their works and this should take into account the sickness and leave of any individuals.

6.17 Storage of Materials

All compressed gas cylinders are to be secured in a vertical position within a caged enclosure in an open-air location. Goldbeck Construction will provide an area for storage of materials and skips for the segregation of waste materials will be located in a segregated area on site. Contractors are required to place all waste material in the correct skip to help us to comply with our waste management systems.

All flammable materials will be stored in a suitable, locked flammable cabinet.

The storage of materials on the roof of the building will not be allowed any materials left over at the end of the shift must be returned to the storage area in the compound. No material will be stored on the roof of any storage container or site accommodation.

Sub-Contractors will be responsible for the safe storage of all materials they bring to the site. The storage of any possible flammable materials and ignition sources will be kept to a minimum in secure, separate, suitable and sufficient, locked external cages, to prevent any possible fire hazards and in accordance with the Loss Prevention Council's Joint Code of Practice - "Fire Prevention on Construction Sites".

All work equipment will be placed in the storage container at the end of each day and locked. The key will then be given to the Site Manager who will open up the storage container at the start of each morning.

6.18 Protection of Others on Site

6.18.1 Visitors

All visitors must report to the site office and undertake a site visitor's induction, including details of:

- Emergency procedures
- Pedestrian routes
- Assembly point
- Relevant site hazards.

Visitors will be escorted at all times.

6.18.2 Members of the Public

During demolition and reconstruction of the link bridge suitable physical barriers will be erected to prevent access to the works by members of the public, warning and information signage will be erected to alert people in the area of the construction works, and the location of any alternative routes as applicable.

6.19 Work Involving the Assembly or Dismantling of Heavy Prefabricated Components

6.19.1 Steel Unloading

Unloading of steel will take place in accordance with the lift plan and permit to work. Access to the trailers will be via load angels located at either side of the flatbed lorry. A harness and fall arrest system will be used to prevent injury from fall.

All other personnel will be kept clear of the area. The slinger will then move to a position of safety. The steel will be stored on wood clear off the ground using the crane.

6.19.2 Installation of Pre-Cast Concrete Slab

The concrete slabs are to be installed using Goldbeck's own certified traverse (frame beam) Certification is located within the LOLER Register.

All components are inspected before lifting each week. Unloading will take place following the lifting plan. Access to the trailers will be via a loading platform (Load Angel), which includes stairs and edge protection. A harness and fall arrest system will be used to prevent injury from fall.

The slab is lifted into place using a frame beam with the assembler secured by a fall arrest block attached to an opposing column. Once the first slab is installed this is used as a working platform to position the remaining slabs. Once subsequent slabs have been installed then the fall arrest block will be attached to the next row of columns. The assembler is secured by fall arrest blocks at all times to prevent any fallen from height. Once in place, the pre-cast concrete slab is unhooked from the traverse.

After each assembly section (MoAb) has been completed, Combi-Safe edge protection is installed.

6.19.3 Installation of Curtain Walls

Unloading will take place following the lifting plan. Access to the trailers will be via the loading platform. A harness and fall arrest system will be used to prevent injury from fall. The pre-cast unit will be visually inspected on the trailer. Attach screw-in lifting eyes to precast concrete element. Secure guide ropes as required. Slinger to direct lift following lifting plan. Guide ropes will be used on both ends of the wall element to prevent the wall from swinging. Wall is guided onto the brackets on the steel columns and lowered, until fixed.

6.20 Bird Issues

By far the best bird deterrent on a construction site is human activity, but the main risk period is early morning when the site is deserted, and in the summer months dawn can be several hours before work commences. There is a risk that if birds have gathered on site by the time work commences, disturbance may make them take off in a flock, which would be hazardous to aircraft.

Therefore the person(s) responsible for opening the site will check for the presence of flocks of birds on the ground in the construction site, without disturbing them. The Site Manager will determine if the amount of birds present poses a potential risk to aircraft if they were to be disturbed and contact Manchester Airport Operations (0161 489 8425 / 07872809383) and gaining permission to proceed - if advised work will be postponed until a resolution is agreed.

Once the birds are cleared a confirmatory call is to be made to the same contact. If this situation is anything more than infrequent, then options such as having security personnel having a higher profile at the site from dawn will be looked at and if necessary, implemented for the duration of works.

Presence of birds will be included in daily site inspections.

7. Arrangements for Controlling Significant Site Health Risks

7.1 COVID-19

Goldbeck Construction will implement suitable controls to prevent the spread of COVID in line with

“Construction Sector - Site Operating Procedures - Protecting Your Workforce During Coronavirus (Covid-19) - Version 9.1 27th January 2022 (published by CCL)”

7.1.1 Briefings

All operatives will be briefed on COVID-19 issues, this will cover:

- Operatives with symptoms must self-isolate
- Frequent handwashing is mandatory for at least 20 seconds.
- The need to self-isolate if any COVID-19 symptoms are noted or a positive test result has been received
- A reminder that welfare, WC, and site areas are to be kept clean.
- A reminder that hard surfaces must be wiped down.
- The importance of handwashing and social distancing

7.1.2 Hygiene

Welfare facilities will be provided by Goldbeck Construction to ensure handwashing can be conducted regularly.

Anti-bacterial hand gel will also be available at strategic locations on-site, including at welfare facilities.

7.1.3 Symptoms of COVID-19

Where any of the following the affected operative will self-isolate:

An operative exhibits symptoms of coronavirus. i.e.:

- Fever and high temperature above 38 °C
- New persistent cough
- Loss of taste or smell

If any of the points below apply:

- An operative receives a positive COVID-19 test
- An operative is contacted as part of the track and trace system and required to self-isolate

7.1.4 Travel to Work

If workers share transport, they should try to:

- Share with the same individuals and with the minimum number of people at any one time
- Keep the windows open
- Travel side by side or behind other people, rather than facing them, where seating arrangements allow
- Maximise the distance between people
- Wear a face covering
- The vehicle should be cleaned between journeys, especially touchpoints, using gloves and standard cleaning products.

Using Public Transport

If workers use public transport, they:

- Should try to avoid travelling during peak times (05:45 - 08:15 and 16:00 - 17:30); and
- Should comply with the face covering requirements of the transport operator.

7.1.5 Cleaning

Cleaning procedures will be in place across the site, particularly in communal areas and at the touchpoints including:

- Taps and washing facilities
- Toilet flush and seats

- Door handles and push plates
- Handrails on staircases and corridors
- Lift and hoist controls
- Machinery and equipment controls
- All areas used for eating must be thoroughly cleaned at the end of each break and shift, including chairs, tables, and doorhandles.
- Telephone equipment
- Keyboards, photocopiers and other office equipment

7.1.6 Face Coverings

In accordance with The Use of Face Coverings in Construction - 14 December – Version 5 published by the CCL, Where workers on site are not required to wear Respiratory Protective Equipment (RPE) and their workplace is crowded and enclosed (which may include welfare and changing facilities, site offices, site meeting rooms or site transport) and they come into contact with others they do not normally meet, Goldbeck Construction will make face coverings available and they should be worn

7.1.7 Vaccinations

All Goldbeck Construction Staff will be encouraged to get the COVID-19 vaccination when available to them.

7.2 Exposure to Asbestos Containing Materials (ACMs)

Asbestos cement was identified within samples taken during the site investigation and analysis of the samples indicated both crocidolite and chrysotile present. Asbestos containing material (ACM) was also reported in the form of loose chrysotile fibres in a nearby borehole. Known asbestos contaminated material is to be identified as hazardous waste and disposed of via a licensed carrier to a licensed facility, with hazardous waste consignment notes being raised.

Removal of asbestos should be carried out in accordance with the Control of Asbestos Regulations 2012.

Goldbeck Construction will ensure all staff on-site at a minimum receive relevant asbestos awareness training (UKATA approved) annually.

Where asbestos is or is likely to be, present on-site, Goldbeck Construction will consult an appropriately competent, qualified, and accredited specialist organisation for advice on asbestos to determine the nature of the work as defined by the Control of Asbestos Regulations 2012 (CAR 2012) and, where necessary, provide sufficiently trained and competent staff during the site works as required by CAR 2012 and applicable code(s) of practice.

If the investigation (or any part of the investigation) works are licensable work, Goldbeck Construction ensure that

- the work is notified to the appropriate enforcing authority, and
- the relevant works are undertaken by an Asbestos Licence holder.

7.3 Dealing with Contaminated Land

See Section 7.2

7.4 Manual Handling

Manual handling during the lifting of materials and other items will be reduced to a minimum. Each operative shall be competent to carry out these tasks and will have been trained in manual handling, safe systems of lifting; where appropriate operatives will move the materials with the aid of mechanical means. The site manager shall ensure correct lifting procedures in accordance with the Manual Handling Operations Regulations 1992

7.5 Use of Hazardous Substances

Subcontractors who intend to use potentially hazardous substances/materials on-site, are to submit an up to date Hazard Safety Datasheets and COSHH assessments and intended control measures to Goldbeck Construction Site Management before the commencement of any work that involves the use of such substances/materials. They should be able to demonstrate that there is no less hazardous material/substance available that could be used in its place, following the hierarchy of risk control measures. The subcontractors by design should make every effort to use alternative substances that are less harmful.

The spillage, storage, use, and transport of “hazardous materials” must conform to local directives.

7.6 Noise and Vibration

Goldbeck Construction will check which of its activities will involve noisy equipment. Assess how much noise from this work is going to affect the operative’s working at the site.

Information will be requested from manufacturers and suppliers of equipment to ascertain the likely noise problem. Wherever possible Goldbeck Construction shall choose low noise tools and equipment and advise sub-contractors to do the same.

To control noise emissions the company shall wherever practicable:

- Eliminate the use of noisy equipment exceeding 85 dB (A)
- Choose the quietest model when buying or hiring equipment
- Move workers not involved out of a noisy area
- Erect signs to keep people out of noisy areas
- Try and quieten the noise at the source e.g. fit mufflers to breakers, drills, etc
- Make sure the exhausts of compressors, generators, and other plant are directed away from work areas
- Where it is not possible to eliminate or reduce the noise at the source the Goldbeck Construction will provide employees with earplugs or defenders and information about the effects of excessive noise on their hearing.

Goldbeck Construction will check which of its activities will involve equipment that produces vibration and obtain information from the manufacturer or supplier to determine the vibration exposure to employees using the equipment.

Wherever possible the Goldbeck Construction will advise sub-contractors to choose low vibration tools and equipment. To control vibration emissions Goldbeck Construction shall wherever practicable:

- Eliminate the use of vibratory tools, e.g. pile crusher instead of hand-held breakers
- Introduce job rotation to limit exposure from vibration
- Ensure equipment is properly balanced, has no loose or worn out parts and blades/cutters are sharp.
- All employees and sub-contractors are required to protect themselves against vibration, should keep their hands warm to get a good flow of blood into their fingers, and wear P.P.E.

7.7 Dust

Construction dust poses a serious risk to worker's health through the inhalation of silica, generation of dust will be avoided where ever possible, reference is made to Control of exposure to silica dust – INDG463.

Where the generation of dust is unavoidable the following control measures will be implemented:

- Damping down
- Use of on-tool Class M extraction units
- Wearing of half-mask respirators with P3 filters – face-fitting required

A no-brush policy is in place, dust and loose debris will be removed via vacuum fitted with an appropriate filter.

7.8 Work with Ionising Radiation

There is no known ionising radiation with these works or any practices.

7.9 Exposure to UV radiation

All operatives are to be advised of the risk of exposure to UV radiation at Induction, this warning is to be re-iterated with Tool Box Talks. All operatives are expected to wear suitable clothing at all times and cover the torso, and legs.

Sunblock will be provided to protect the forearms, hands, face, and neck.

7.10 Any Other Health Risks

7.10.1 Leptospirosis

In line with "Leptospirosis - Are You At Risk? INDG84" Goldbeck Construction will ensure suitable precautions are taken to prevent infection of Weil's disease including:

- wearing protective clothing like gloves
- following good basic hygiene including regular hand-washing and avoiding hand to mouth/eye etc. contact
- taking rest breaks, including meals and drinks, away from the work area;
- washing cuts and grazes immediately with soap and running water Cover all cuts, abrasions, and other breaks in the skin with waterproof dressings and/or gloves.

7.10.2 Safety-Critical Workers

Safety-Critical Workers (SCW) shall be defined as workers who could injure or kill not only themselves but others on-site if they suddenly become ill. Examples include crane drivers, plant operators, banks men, piling operator's high-speed road workers, and tasks carried out at height where collective preventative measures to control risk are not practicable.

Existing or potential SCWs shall be identified by suppliers and construction managers and then individually assessed. An assessment of the health of the individual is made against their position on-site or trade.

It is the responsibility of all construction suppliers (major and minor projects) at Gatwick to identify their SCWs and ensure that they have had a suitable risk assessment to an accredited standard as soon as possible after arrival on-site and to repeat the assessment at 2 yearly intervals below 50 years of age and shall be repeated yearly thereafter.

8. Environmental Considerations

8.1 Material Management

Purchased product/service is checked on receipt or during the contracted period to ensure it conforms to order requirements. Any nonconforming or suspect goods are identified as such and segregated from conforming goods pending return to the supplier.

Materials are stored in suitable containers, and adequately secured, to prevent damage, loss or theft and ensure product quality is maintained. Materials susceptible to weather damage are to be stored under cover where reasonably practicable.

8.2 Hazardous Substances

To reduce the safety and environmental risk, stored fuels, oils and hazardous substances are kept to a minimum and stored so as to prevent leakage or spillage. All containers and drums are of sound construction, clearly labelled and stored in a bunded area, or other containment system, that is capable of retaining 110% of the volume of the largest container. Loose drums/containers used on site are stood in a drip tray.

Fuel bowzers are double-bunded with all pipes, connections etc. protected. Re-fueling is to be carried out at the refueling area and the bowser is to be locked when not in use. Where refueling/fuel storage is to take place in the vicinity of sensitive receptors adequate control measures will be implemented i.e. drain covers, impermeable bunds.

8.3 Timber and Wood Products

All timber products used for the works, including temporary works, are procured from sources independently certified to the Forestry Stewardship Councils standards (FSC) or Programme for the Endorsement of Forest Certification (PEFC). Certificates for those supplying timber products will be checked and retained.

A timber schedule will be prepared as required detailing the source of all timber and wood products used along with their associated certification of each product.

8.4 Waste Management

The Company will ensure that when workforce are removing waste, they will be required to keep pedestrian and traffic routes clear, and maintain access, egress and escape routes at all times. A

high standard of housekeeping shall be maintained at all times and waste materials will be stored in the appropriate bins or skips only.

If any hazardous waste is produced; the Company is responsible for the safe and legal removal of the hazardous waste. Hazardous and non-hazardous waste shall not be mixed under any circumstances.

Where waste materials are to be disposed of off-site, the Company shall implement a ticket system to control waste disposal and demonstrate compliance with UK waste legislation and duty of care requirements. Appropriately licensed waste handlers are used, and the place of deposition will be to a site that is licensed to receive waste of that particular category.

The Company shall provide data relating to waste produced during the term of contract. The data shall be recorded in a manner to provide information including waste type, weight, transfer note number, final destination and collated each month.

Waste transfer notes will be retained for a period of at least two (2) years, waste consignment notes will be retained for a period of at least three (3) years from the date of waste removal.

8.4.1 Waste Minimisation

The Company shall carry out the works in such a way that, as far as is reasonably practicable, the amount of spoil and waste to be disposed of is minimised.

8.4.2 Hierarchy of Waste Control

At all times the Company will apply the Waste Hierarchy to manage its material usage and waste control. The following will be implemented as possible in the following order:

1. Prevention – Use less material by design or through specifications. Re-using materials. Using less hazardous materials
2. Preparing for Re-use – Checking, cleaning, repairing, refurbishing. Re-using items
3. Recycling – Turning material into a new substance, raw material or product
4. Other Recovery – Includes anaerobic digestion, incineration with energy recovery etc.
5. Disposal – Landfill and incineration without energy recovery

8.4.3 Recycling

Every effort will be taken to recycle materials (that could become waste) created on-site that cannot be reused, these include:

- Cardboard - Packing materials to be reprocessed
- Wood - to be segregated and sent for reprocessing
- Metal - to be segregated and sent for smelting into new products (via registered scrap metal merchant)
- Rubble and masonry - to be processed into usable hardcore
- Soil - uncontaminated soil to be reused on site or transferred off-site for use in landscaping

Suitable protected skips with signage will be provided to ensure all recycle waste streams are understood by all and respected, site inspections will include a check of the waste skips to ensure no cross contamination has occurred.

8.5 Public Highway Contamination - Wheel Washing

No vehicles will leave the site with earth, mud, etc. adhering to the wheels in a quantity which may result in its being deposited on the public highway or footpath, and creating a nuisance, or hazard to vehicles or pedestrians.

Suitable wheel washing equipment (recirculating wheel wash with integrated interceptor drip tray) to avoid such problems will be installed, operated and maintained on the site until the development is completed to eliminate these risks.

The written consent of the Environment Agency and Local Utility provider will be obtained regarding the disposal of wheel wash water to surface water drains.

8.6 Site Water Management

A Site Water Management Plan will be developed prior to works commencing detailing the risks of surface runoff, sediment transportation and ponding. The site will be covered in clean open stone, or bitumen bound where appropriate. All wheeled vehicles will run on this material. A wheel wash will be utilised at the site exit for all exiting vehicles with its own water recycling unit. The new site drainage will be placed early in the construction the grids and manholes will be fitted with silt buster material for the duration of the build. These will be inspected and changed regular to prevent any blockages.

The Plan will also include actions to mitigate the risks to the environment and local water courses including:

- Identifying any permits required for the operation
- Methods of minimising the level of contaminants being generated such as silt
- Methods of minimising water entering an excavation such as from rainfall or runoff
- Preventing contaminated water moving to a river or stream
- Disposal of water that enters the excavation including any silt control interventions
- Maintenance and inspection requirements
- The need for pumping

9. The Health and Safety File

9.1 Layout and Format

As directed by the Client/Principal Designer, we will provide two hard copies of information relevant to the health and safety file together with one electronic copy.

The Health and Safety File, which incorporates the requirements of an Operation and Maintenance manual, is combined storage, retrieval, and update system (an owner's manual) for maintenance, adaptation, repair, and demolition of an asset throughout the life cycle, as distinct from a project archive file.

Health and Safety Files incorporate health, safety, environmental, operation, and maintenance requirements. This model format is available as a three-part template and this document exists to provide guidance on the preparation and production of the Health and Safety File.

The Health & Safety File format consists of:

Project Information - This section includes the contract details for each project (whether for new or maintenance work). Each project must supply a Part A, in other words, a location might contain several parts as with, the actual number increasing over time. A register of part A's will be kept with each location's records (within Part B) to assist in searching for past project records.

Facility Management Manual - This section contains information common to a location, the interfaces between items of equipment, and the location-wide processes and procedures required to effectively manage the location. There will only be one Part B for any location that shall be amended and built up over time.

Asset O&M - This section contains detailed information for equipment within a system (as defined by Common Language system codes). There will be a single Part C for each system for each location that will be amended or added to over time by projects or engineering works.

9.2 Arrangements for the collection and gathering of information

Goldbeck Construction is required to collate Health and Safety File information for submission to the Principal Designer (in accordance with the Construction (Design and Management) Regulations 2015).

Goldbeck Construction will inform suppliers at the time of placing the order of the need to provide the following:

- Operation & Maintenance Manuals
- As Installed / As-Built Drawings
- Manufacturers Technical Information
- Test Certification
- Manufacturers Guarantees
- Cleaning & Maintenance Details
- Any other relevant Health & Safety File information

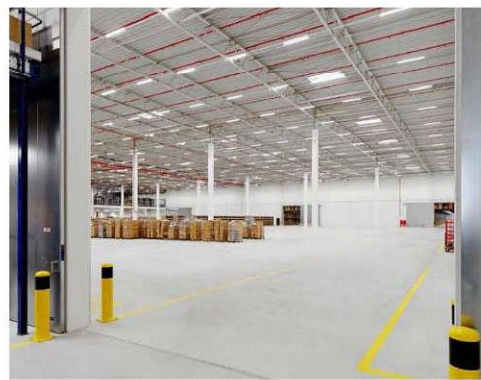
The site Manager or the Document Controller will inform suppliers of the need to provide H&S file information to the schedule and required format (Microsoft Word, PDF) and ensure sent to the Document Controller via email and a hard copy sent to the head office at Birmingham.

The Project Administrator, with the help of the Site Manager, will track the information provided by contractors and will, 2 weeks before the practical completion date, issue a second letter to contractors of the need to provide H&S file information. Contractors will be identified from the orders placed by the Project Manager. The Document Controller will liaise with the Project Manager and inform them of the status of the information received one week before Practical Completion date and again one week before the target date for delivering the H&S file to the client. The Site Manager in conjunction with the Project Manager will contact the contractors in the period following practical completion and before the completion date for the final H&S file and reiterate they are to provide the information for the H&S file and the consequences of not providing the information

9.3 Storage of information

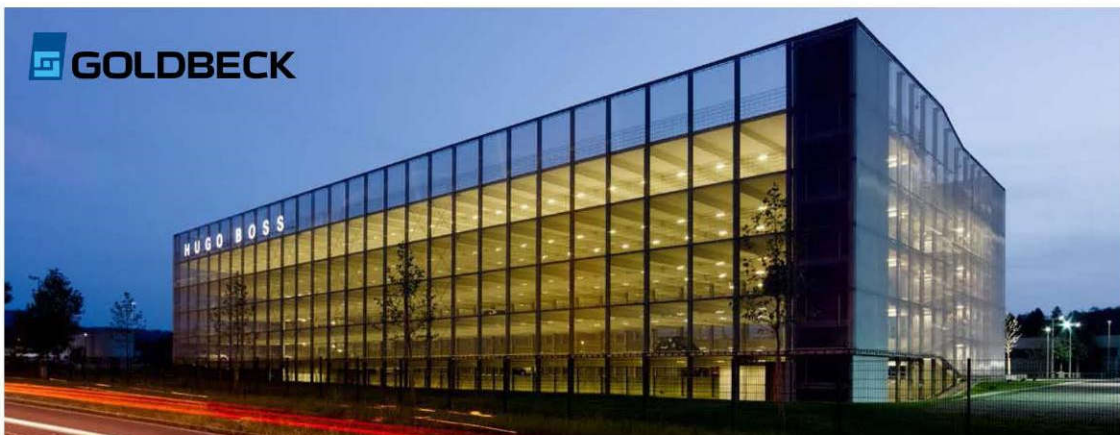
Information for inclusion within the Health and Safety file will be stored on-site; all relevant information will be passed to the Principal Designer for inclusion within the File.

10. Appendix 1 – Health and Safety Policy



Health and Safety Policy

Revision 6 – May 2021





MS P 01: Health and Safety Policy

Here at GOLDBECK - we are your partner for turnkey projects in the UK. Whether it concerns logistic and production warehouses, an office building, or a multi-storey car park. The **GOLDBECK** team with its extensive experience is immediately at your disposal. **GOLDBECK** designs, builds, and manages commercial real estate projects - quickly, safely, economically, and guaranteed on time! We largely produce the system components that make up our buildings ourselves and this approach helps reduce the risk during the construction phase to our employees, supply chain partners, clients, members of the public, and visitors.

We aim to provide a complete service to our clients, with the design, installation, and maintenance of our core activities.

Purpose and Scope

This is the Occupational Health and Safety Policy of **GOLDBECK**, it is owned by the UK Director and sets out our commitment to the management of health and safety across all our operations.

The policy applies to all the UK offices, to all design and construction projects, and all activities conducted or controlled by the Company.

Our Commitment

We take our responsibility to manage health and safety very seriously. We reject the idea that workplace accidents and work-related ill-health are unavoidable and we refuse to accept that delivery on time comes before Health and Safety.

This policy records our commitment to ensure all our employees, and those working on our behalf are protected from workplace injury and ill-health through a safe and healthy work environment.

Responsibility

The UK Director is ultimately responsible for health and safety and is supported by the management team and external SHEQ specialist advisors, with competent advice so they can meet their legal obligations.

We include specific responsibilities for our people in their role descriptions and we set out our general responsibilities in our Company HSEQ standards.

Our Approach

We will:

- Establish and develop a management system for Health and Safety that is aligned to the requirements of BS ISO45001:2018 which is integrated with our systems for managing quality, business risks, and the environment wherever possible.
- Identify all applicable compliance obligations (including regulatory, legal, and other requirements), and fully understand our commitments to assure continual conformity.

SHEQ Management System
Revision 6
May 2021

UNCONTROLLED DOCUMENT WHEN PRINTED

Page 1 of 2



- Undertake formal hazard identification and risk assessment processes to ensure the appropriate control measures are identified and the chance of injury or ill-health minimised through the application of these control measures in safe systems of work.
- Establish, maintain and develop a culture of safety throughout the Company and encourage the same in our supply chain partners.
- Ensure suitable training is identified for each role within our team to provide the competence required, and to deliver this training internally or by external organisations, and ensure the right information is always available to our staff and contractors.
- Maintain two-way communication channels with our staff and supply chain partners to allow open discussions and the opportunity for all to suggest improvements regards occupational safety and health. Employees are also encouraged to participate in health and safety processes, adding their specific experiences.
- Ensure health and safety is an essential factor when selecting new supply chain partners and when monitoring the performance of existing ones.
- Record, investigate and report all ill health, incidents, dangerous occurrences, and near-misses so we can learn from them and comply with the requirements of all legislation.

Continual Improvement

To ensure continual improvement of our health and safety performance we will:

- Measure and report health and safety performance on a regular, consistent and meaningful basis so we can establish trends and continue improving.
- Set and monitor company-wide objectives and targets, and take action where desired results are not met.

Review

This policy will be reviewed annually and as and when necessary to reflect changes in internal processes and legislation.

- Measure and report health and safety performance on a regular, consistent and meaningful basis so we can establish trends and continue improving.
- Set and monitor company-wide objectives and targets, and take action where desired results are not met.

Signed:
UK Director



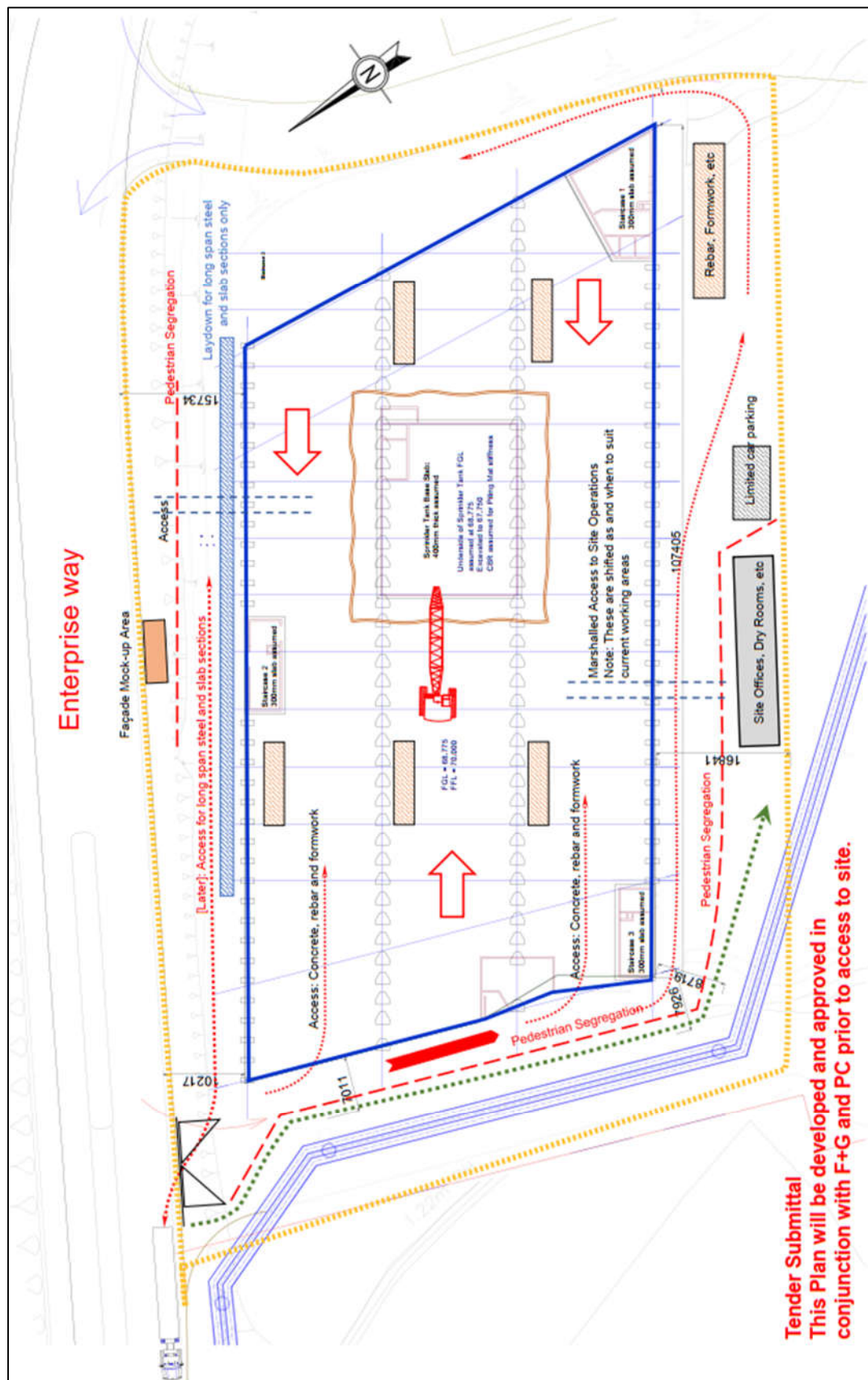
Date: 24.05.21

SHEQ Management System
Revision 6
May 2021

UNCONTROLLED DOCUMENT WHEN PRINTED

Page 2 of 2

11. Appendix 2 – Logistics Plan





GOLDBECK Construction Ltd. (Head Office UK)

Eagle 2, Hatchford Way, Coventry Road,
Birmingham. B26 3RZ.

Phone +44 121 74127 99

E-Mail birmingham@goldbeck.co.uk

GOLDBECK Construction Ltd. (Northern Office UK)

Weaver House, Ashville Point,
Sutton Weaver. WA7 3FW

