

CONSTRUCTION PHASE PLAN**PART A: PRE-CONSTRUCTION**

Project Number: 10007173

Project Name: Manchester Aquatic Centre

Project Location / Address: 2, Booth Street East, Manchester, M13 9SS

Construction Phase Plan Sign off			
Title	Name	Signature	Date
Operation Director or equivalent	Peter Gleave		
Pre-construction Manager or equivalent			
Bid Manager	Derek Rostrum		
Design and Build Manager	Derek Rostrum		
SHE Manager / Advisor	Stephen Henry/Eddie Hughes		
Environment Manager / Advisor	Hannah Aston		
Temporary Works Co-ordinator (if applicable)	Duncan Edwards / Anjee Vasisht		

Revision number	Description of change	Approved by (Name and signature)	Date of update

IMS March / October Update Review Record

*March / October (delete as appropriate)

I confirm that this Plan has been reviewed against the March / October 20__ * IMS update and the following documents have been amended:	
Name:	Sign / Date:

I confirm that this Plan has been reviewed against the March / October 20__ * IMS update and the following documents have been amended:	
Name:	Sign / Date:

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Name:	Sign / Date:

Contents – Part A

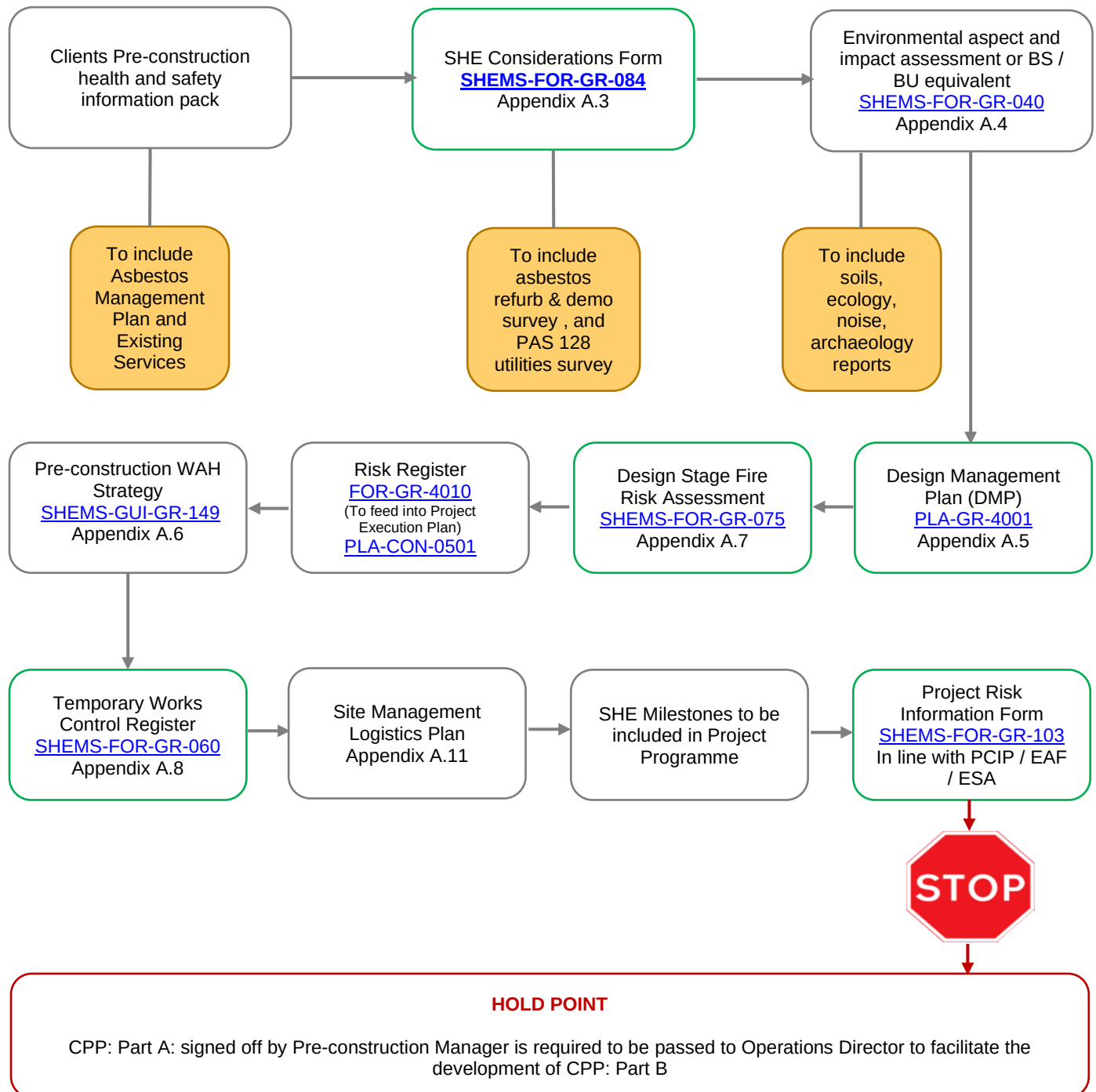
1	Introduction	4
1.1	Pre-construction Stage SHE Process Map	4
1.2	Introduction	5
1.3	Pre-construction Plan Part A: Project Directory	5
2	Description of the Project	7
2.1	Project description	7
2.2	Programme details	7
2.3	Existing Records and Plans	8
2.3.1	External records / information	8
2.3.2	Internal records	9
3	Project Specific Arrangements	10
3.1	Design work.....	10
3.2	Selection of Contractors / Subcontractors.....	10
3.3	Clients restrictions and site rules	10
3.4	Site working hours	10
3.5	Noise, dust and vibration limits.....	11
3.6	Measurement and Testing.....	11
	Appendices	12
A.1	Clients pre-construction information and specific site rules	12
A.2	External records / information	13
A.3	SHE Considerations (SHEMS-FOR-GR-084), Designers Risk Assessments and Project Risk Register	14
A.4	Environment	15
A.5	Design Management Plan	16
A.6	Pre-construction stage Work at Height Strategy	17
A.7	Design Stage Fire Risk Assessment	19
A.8	Temporary Works Register	20
A.9	Project Programme	21
A.10	Project Risk Information Forms	22
A.11	Site logistics / Traffic Management Plan	23

1 Introduction

1.1 Pre-construction Stage SHE Process Map

The process map below signposts the assurance and SHEMS documents / templates that are to be included in the appendices of this Part: A: - Pre-construction Phase Plan.

Single clicking on the link to SHEMS documents within the process boxes with green borders will provide details of who / which discipline should complete the SHEMS template.



This flowchart page is intended as a guide to completing the plan.

1.2 Introduction

This template contains guidance and examples in red text that require the input of the construction team to develop project specific content.

All red text requires revision, or deletion & all remaining text should be changed to black in order to denote project specific content

This **Part A Pre-Construction Phase Plan** template is developed by the pre-construction team to identify & record details of project specific SHE hazards and risks together with risk mitigation measures.

The completed **Part A Pre-construction** section of the CPP will be handed over to the operations team at the internal handover meeting in order to facilitate the development of a project specific **Part B Construction Phase of the CPP**.

1.3 Pre-construction Plan Part A: Project Directory

Client			
Name	Address	Key Contact	Contact Number
Manchester City Council – Capital Programmes	Town Hall Extension Albert Square Manchester M60 2LA	Paul Waite	07788 978826

Principal Designer			
Name	Address	Key Contact	Contact Number
Duncan Edwards	Kier Construction Limited 2nd Floor, Optimum House, Clippers Quay, Salford, M50 3XP	Duncan Edwards	07756 504658

Principal Contractor (as detailed on F10)			
Name	Address	Key Contact	Contact Number
Kier	Kier Construction Limited 2nd Floor, Optimum House, Clippers Quay, Salford, M50 3XP	Duncan Edwards	07756 504658

Kier Pre-construction Team			
Discipline	Name	Office Location	Contact Number
Pre-construction Manager	Peter Gleave	Manchester	07970 343451
Bid Manager / Bid Lead	Derek Rostron	Manchester	07860 864834
Design Manager	Derek Rostron	Manchester	07860 864834
Planner	James Webster	Manchester	07834 571200
Estimator	Stuart Hall	Manchester	07704 537325
SHE Manager / Advisor	Stephen Henry Eddie Hughes	Manchester Manchester	07791719240 07594 511658
Environment Manager / Advisor	Hannah Aston	Manchester	07973 978168
Permanent Works Duty Holder FOR-GR-0416 <i>appointment sheet must be completed</i>	Not required. As directed by Kier Safety Department.	N/A	N/A

Designers (delete as applicable)			
Discipline	Name	Office Location	Contact Number
Architectural	Pozzoni, david.spoons@pozzoni.co.uk	WOODVILLE HOUSE, 2 WOODVILLE ROAD, ALTRINCHAM, ENGLAND, WA14 2FH	0161 928 7848
Structural Engineering	Ridge,	BELVEDERE HOUSE, Booth Street, Manchester, M2 4AW.	0161 833 9579
Building Services	Tace, n.griffiths@tace.co.uk	TACE, PORTLAND HOUSE, CARVER DRIVE, CHEADLE, ENGLAND, SK8 6QL	07976 706319
Other			

Sub-contractors with Design Elements			
Discipline	Name	Location	Contact Number
M&E	NG Bailey	Floor 6, Building 5, Exchange Quay, M5 3EF	0161 872 0171
Piling	TBC		
Roof access edge Protection/walkways	Altus/Safe Site.		
External Curtain Walling	TBC		
Structural Steelwork	TBC		
Glazed Partitions.	TBC		

External Specialist Consultants / Companies (delete as applicable)			
Discipline	Name	Location	Contact Number
Asbestos	Survey to be completed on possession of the building	TBC	TBC
Site Investigation	Survey to be completed on possession of the building	TBC	TBC
Ecology	RSK Biocensus	172 Chester Road, Helsby, Frodsham, WA6 0AR	0330 223 1074
BREEAM Assessor	N/A	N/A	N/A
Oil / Chemical Spillage	OHES		0333 333 1123
Other (project specific)			

Utility Owners (where applicable)			
Discipline	Name	Location	Contact Number
Electricity	ENWL		0800 195 4141
Gas			0800 111 999
Water Company	United Utilities		0345 672 3732
Foul Sewage Company			
Storm Drainage Company			
Telecoms	BT		0800800150
Fibre Optic	BT		0800800150

IT	GLL IT Support (Insite)		08451470011
Utility Detection / Survey Company			
Other [Insert]			

Statutory Authorities			
Discipline	Name	Location	Contact Number
Health and Safety Executive (HSE) / Office of Rail Regulator (ORR)	HSE, Bootle Headquarters	Redgrave Court, Merton Road, Bootle, Merseyside, L20 7HS	0300 790 6787
Environment Agency (EA) England			08708 506 506
SEPA / Natural Resources Wales	N/A	N/A	N/A
Scottish Environmental Protection Agency (SEPA)	N/A	N/A	N/A
Local Authority Environmental Health	Manchester City Council		0161 234 5004
Other [Insert]			

2 Description of the Project

2.1 Project description

The project comprises of the refurbishment of Manchester Aquatics Centre, Manchester. The building comprises of a large pool hall with a full 50m competition pool, diving pool and a splash zone. In addition, the building also houses, a changing village, health suite, gym & fitness areas and a further 50m training pool within the basement.

It is critical to ensure at least 1 of the 50m pools is available throughout the works therefore we have proposed a 2 phased approach to the works.

This phasing provides continuity by completing the main pool (and required Plant) in phase 1 together with the rest of the ground and first floor facilities and new environment entrance in preparation for the Para Games in July 2023, whilst the remainder of the facility is closed for refurbishment in phase 2 following completion of the Para Games.

The phasing was developed with Manchester Active, GLL and our design team and supply chain

2.2 Programme details

The programme for this project is the following:

- 146 Week programme, commencing with the Carbon reduction works on 22/11/21.
- Phase 1: 06/12/21, with a completion date 19/05/23
- Phase 2: 14/08/23 with a completion date of 06/09/24. (Note Shut down for 12 weeks from 22/05/23 – 14/08/23 for the Para Swimming Championships).

2.3 Existing Records and Plans

<https://download.4projects.com?LinkID=97598083-6a46-4369-9641-384302391026>

2.3.1 External records / information

Document Title	Document Reference	Document Originator	Location of Document
Clients pre-construction information and site-specific site rules	> Kier > * Northern / NorthWest > M07-19 Manchester Aquatics Centre > 11 - Employers Requirements > ITT Documents		https://download.4projects.com?LinkID=80b76ab3-53e2-4e48-8802-384302371487
Planning conditions	Awaiting planning – should have confirmation by 01/11/2021		TBC
Building owner / occupier asbestos management plan	Kier > * Northern / NorthWest > M07-19 Manchester Aquatics Centre > 11 - Employers Requirements > ITT Documents > Land Ownership Plan		https://download.4projects.com?LinkID=6c7c62ff-6149-4d74-ae14-384302381324
Asbestos refurbishment / demolition survey	To be completed on the possession of the building		Appendix A.2
Existing services plans	> Kier > * Northern / NorthWest > M07-19 Manchester Aquatics Centre > 09 - Survey Information > 9.02 - Utilities and GPRS		https://download.4projects.com?LinkID=97598083-6a46-4369-9641-384302391026
Environmental impact assessment	Teams General 08 SHE Management B02 Environmental – Management Plan	Hannah Aston	
BREEAM / CEEQUAL assessment	N/A	N/A	N/A
Ground investigation data / report			
Ecology report	Completed 26/10/21		

2.3.2 Internal records

[Enter details of person who developed the document into table below & insert copy of completed document in appendix detailed].

Document Title	Document Originator	Location of Document
Completed SHEMS-FOR-GR-084 SHE Considerations Form, Project Risk & Opportunity Register (FOR-GR-0410) & Designers Risk Assessments	Duncan Edwards	Teams General 08 SHE Management 01 CPP Part A A03 SHE Considerations Form, Designers Risk Assessment, Project Risk Register
Pre-construction information pack	Derek Rostron	Teams General 08 SHE Management A01 CPP Part A
Environmental Consents Schedule	Hannah Aston	Teams General 08 SHE Management 01 CPP Part A A04 Environment
Environmental Aspect & Impact Assessment SHEMS-FOR-GR-040	Hannah Aston	Teams General 08 SHE Management 01 CPP Part A A04 Environment
Environmental Alert Form (EAF) / Environmental Scoping Assessment (ESA) (Highways specific documents)	Hannah Aston	Teams General 08 SHE Management 01 CPP Part A A04 Environment
Design Management Plan PLA-GR-4001 (inc Designer's risk assessments & CDM residual risk register)	Design Manager Dane Harrop. Derek Rostrum,	Teams, 07, design Management 00 Design management plan
Pre-construction Stage WAH Strategy SHEMS-GUI-GR-149	Planner James Webster	Teams General 08 SHE Management 01 CPP Part A A06 Pre-Construction WAH Strategy
Design Stage Fire Risk Assessment SHEMS-FOR-GR-075	Design Manager Derek Rostrum.	Teams, 08 SHE Management, 01 CPP Part A, A10 Project Risk Information forms.
Temporary Works Register SHEMS-FOR-GR-060	Bid Manager (Derek Rostrum)	Teams, 08 SHE Management, 01 CPP Part A, A08 Temporary Works Register
Project Programme incorporating SHE milestones, MAC Construction Programme REV 3.6	Planner James Webster	Teams, 03, Planning, 01, Programmes, 00, Tender.

Document Title	Document Originator	Location of Document
Project Risk information Forms SHEMS-FOR-GR-103	Bid Manager (Derek Rostrum)	Teams General 08 SHE Management 01 CPP Part A A00 Pre-Con Phase Plan SHEMS-FOR-GR-103
Site Logistics / Traffic Management Plan	Bid Manager (Derek Rostrum)	Teams, 08 SHE Management Plan, 01, CPP Part A, A11, Traffic Management Plan.

3 Project Specific Arrangements

3.1 Design work

Details of all non-standard/feature/bespoke structural design will be recorded in the CDM residual risk register that forms part of the design management plan that can be found in Appendix A.5 of this Part A: of the CPP.

All ongoing designs will be part of the minuted design reviews that are programmed every [Insert frequency e.g. month]. The Principal Designer and other designers will be an integral part of the design review meeting.

This plan will be reviewed in light of any on-going design work. Any revisions will be documented in 'revisions' lists. The hazards and risks associated with ongoing design work will be recorded and presented to affected contractors at the earliest opportunity. Designers risk assessments must be retained in Appendix A.3.

3.2 Selection of Contractors / Subcontractors

Selection of all contractors / subcontractors including designers and consultants will be in accordance with [SHEMS-STD-GR-017](#) Sub-Contractor Authorisation. The contractor(s) and designer(s) will have to satisfy the requirements of Kier's supplier assessment procedure before being appointed to carry out works on the project.

A check will be made on the qualifications of contractor's supervisory staff before they are permitted to start works on the project. The Project Manager / Site Manager will be responsible for undertaking these checks. The Project Manager / Site Manager will request and check original documents, photocopies will not be accepted. Copies of certificates will be kept in the Appendix B.14 of the Construction Phase Health and Safety Plan Part B. A check with the relevant awarding body will be undertaken if there are any concerns.

3.3 Client's restrictions and site rules

[Insert Details of Client Restrictions, Site Rules to be filed in Appendix A.1 Not received].

Information located in Teams

General Document 08 SHE Management, 01 CPP Part A, A01 Clients Pre-Construction Information and Specific Site Rules

3.4 Site working hours

Monday to Friday	07:30 to 17:30hrs
SATURDAY	TBC
SUNDAY	TBC

Site activities to be conducted outside agreed working hours must be approved in advance by Manchester City Council, Environmental Health Department.

The Project Environmental Advisor (Hannah Aston) will be advised of all out-of-hours and weekend work, a minimum of two weeks before work is programmed to take place.

3.5 Noise, dust and vibration limits

Noise, dust and vibration will be monitored and managed during the construction phase and will not exceed any limits.

3.6 Measurement and Testing

The following measurement and testing will be undertaken as required by the client or other relevant body:-

[Insert details of any client/relevant body specified measurement & testing that is required to be undertaken – Manchester City Council to advise].

Appendices

A.1 Clients' pre-construction information and specific site rules

[Insert pre-construction information], F10, issued for ECM phase

Located on Teams,

08 SHE Management, 02 CPP part B, B00 Construction Phase Plane.

A.2 External records / information

[Insert documents here].

- Planning Conditions
- Asbestos Management Plan
- Asbestos Refurbishment & Demolition Survey
- Existing Services Plans
- Environmental Impact Assessment
- Ground Investigation Data/Report
- Ecology Report

A.3 SHE Considerations ([SHEMS-FOR-GR-084](#)), Designers Risk Assessments and Project Risk Register

[Insert the documentation here. **Note:** any changes must be notified to affected contractors].

- SHE Considerations form

Teams

General 08 SHE Management

01 CPP Part A

A03 SHE Considerations From, Designers Risk Assessment, Project Risk Register

- Designers risk assessments and risk register revisions

Teams

General 08 SHE Management

01 CPP Part A

A07 Designers Risk Assessment

- Pre-construction information pack

Teams

General 08 SHE Management

A01 CPP Part A

A.4 Environment

- Environmental Constraints Schedule
- Environmental Aspect & Impact Assessment ([SHEMS-FOR-GR-040](#))
- Environment Alert Form (EAF) (Highways specific document)
- Environment Scoping Assessment (ESA) (Highways specific document)

Teams

General 08 SHE Management

01 CPP Part A

A04 Environment

A.5 Design Management Plan

Located.

Teams,

07, design Management 00 Design management plan

[PLA-GR-4001.](#)

A.6 Pre-construction stage Work at Height Strategy

Refer to Guidance document SHEMS-GUI-GR-149 Work at height strategy.

Work at height matrix

[Using the table below identify (by trade) all operations that require access for working at height together with the details of the method of access].

Insert Trade Activity	Scaffold	Proprietary Edge Protection System	Scaffold Edge Protection (Design Req)	MEWP Scissor Lift	MEWP Cherry Picker	Safety Nets	Mobile Tower (AGR Req)	Podium	Other (Provide Details)	Risk Assessment Ref	Method Statement Ref
Roof Access and Walkways	Yes	Yes	Yes	No	No	No	No	No	N/A	Yes/TBC	Yes/TBC
M&E	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	N/A	Yes/TBC	Yes/TBC
Scaffolding	Yes	No	Yes	Yes	Yes	No	No	No	N/A	Yes/TBC	Yes/TBC
Welfare Cabins	No	No	No	Yes	No	No	No	No	N/A	Yes/TBC	Yes/TBC
Demolition/ soft strip	Yes	No	Yes	Yes	No	No	Yes	Yes	N/A	Yes/TBC	Yes/TBC
Structural Steelwork	Yes	No	Yes	Yes	yes	No	Yes	Yes	N/A	Yes/TBC	Yes/TBC
Painting	Yes	No	Yes	Yes	Yes	No	Yes	Yes	N/A	Yes/TBC	Yes/TBC
Curtain Walling	No	No	No	Yes	Yes	No	Yes	Yes	N/A	Yes/TBC	Yes/TBC
Louvres and Vents	Yes	No	Yes	Yes	Yes	No	Yes	Yes	N/A	Yes/TBC	Yes/TBC
Brickwork/Blockwork	Yes	No	Yes	No	No	No	No	Yes	N/A	Yes/TBC	Yes/TBC
Ceilings and Partitions	No	No	No	No	No	No	Yes	Yes	Hop up's	Yes/TBC	Yes/TBC
Glazed Partitions	No	No	No	No	No	No	Yes	Yes	Hop up's	Yes/TBC	Yes/TBC

Group Form

Construction Phase Plan – Part A: Pre-construction

Insert Trade Activity	Scaffold	Proprietary Edge Protection System	Scaffold Edge Protection (Design Req)	MEWP Scissor Lift	MEWP Cherry Picker	Safety Nets	Mobile Tower (AGR Req)	Podium	Other (Provide Details)	Risk Assessment Ref	Method Statement Ref
Lift installation	No	No	No	No	No	No	No	No	Lift gates	Yes/TBC	Yes/TBC

A.7 Design Stage Fire Risk Assessment

[The Design Stage Fire RA will be carried forward to the Part B construction stage section of the CPP for reference when developing the Construction Phase Fire Risk Assessment & Fire Safety & Other Emergency Plan for the project]

Located,

Teams,

08 SHE Management, 01 CPP Part A, A10 Project Risk Information forms.

[Insert Design Stage Fire RA [SHEMS- FOR- GR- 075](#)]

A.8 Temporary Works Register

[The Pre-construction TW Register will be carried forward to the Part B construction stage section of the CPP for on-going development & revision]

Located,

Teams,

08 SHE Management, 01 CPP Part A, A08 Temporary Works Register

[Insert Temporary Works Register [SHEMS-FOR- GR- 060](#)]

A.9 Project Programme

[Ensure SHE Milestones are incorporated into project programme and insert in this appendix]

Pre-construction/Mobilisation Period

- SHE considerations review
- Workshops-identification of high-risk activities & mitigation plans
- High risk activity readiness review
- Readiness review

Construction Period

- Seasonal risk review (winter)
- Seasonal risk review (summer)

Post Contract Period

- Handover to customer care & user
- Lessons learned workshop

A.10 Project Risk Information Forms

[Insert copies of all project risk information forms issued to s/c during pre-construction phase]

[SHEMS-FOR-GR-103](#)

Teams

General 08 SHE Management

01 CPP Part A

A00 Pre-Con Phase Plan [SHEMS-FOR-GR-103](#)

A.11 Site logistics / Traffic Management Plan

[Insert copies of Site Logistics / Traffic Management Plan].

Traffic Plan Located and site logistics.

Located.

Teams,

08 SHE Management Plan, 01, CPP Part A, A11, Traffic Management Plan.