

Construction Phase Plan (Health and Safety)

Project Name	The Guinness Partnership	Address	India House, Whitworth st, Manchester, M1 6LG	
Project Number	512 101	Project Lead	Brian Birch	
Wates Approval (Construction Manager)	Paul Taylor		Date Approved	26/06/2020
Signature	Of Approver			

This plan may be supported by the following specific plans:-

Attached where applicable

PrS-002A	Asbestos Management Plan	☒
PrS-002E	Electrical Management Plan	☐
PrS-002EP	Working at Height and Edge Protection Plan	☐
PrS-002F	Emergency Preparedness and Response Management Plan	☒
PrS-002L	Logistics Management Plan	☐
PrS-002L LSM	Logistics Management Plan – Living Space Maintenance	☒

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Review and Amendment Record

This CPP must be reviewed each month and amended whenever there is a change in major project risks, site conditions, personnel or accountability. This includes review of each relevant attached specific plan. All changes affecting project risks must be communicated to the supply chain. The date of each review and description of any amendments to the CPP must be recorded.

Amendments to the contents of this Construction Phase Plan (CPP) arising from a review are to be recorded below.

Examples include changes to site management personnel, changes or additions to significant site risks. Following planned reviews any amendments are to be recorded here including reference to the date of the review and location of the review records.

Review Date (select from drop down calendar)	Review Outcome - What has Changed? If there has been a change identified by review provide brief details. If no changes enter No changes	Reviewed By
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01/05/2021	No Changes required since latest review	S.Brennan
17/05/2021	Updated and attached copy of programme with start dates and estimated durations. Also identified nominated Roofing and Brick repair contractor.	S.Brennan
17/05/2021	Asbestos Management Plan updated with information from surveys / report received on 11/5 by Eton Environmental for Fire door installation works and also window refurbishment.	S.Brennan
03/06/2021	Reviewed and no changes required at present.	S.Brennan
08/07/2021	Reviewed and no changes required at present.	S.Brennan
04/08/2021	Reviewed and updated with the addition Paul Johnson as Site manager.	S.Brennan
08/09/2021	Reviewed and updated . Added contact details for Firetech who are completing certifiable fire stopping to all communal areas.	S.Brennan
12/10/2021	Reviewed and updated with Brain Graham additional site manager	P Johnson
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1. Wates Zero Harm – We Are Safer Together

OUR COMMITMENT

We are committed to improving our health and safety performance and having the right behaviours to achieve a positive culture.

OUR ASPIRATION

Everybody is empowered and confident to champion appropriate behaviours and challenge inappropriate ones to achieve a positive health and safety culture.

OUR TARGET

All those who work for us champion behaviours and actively contribute to sustained, improved health and safety performance

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2. Health and Safety in the Wates Operating Framework

The purpose of this Construction Phase Plan (CPP) is to describe how Wates Health and Safety Policy and Zero Harm strategy is implemented on site. It is specific to the project in this Construction Phase Plan (CPP).

The management of Health and Safety in Wates is based on the CITB GE700 and Wates Professional Standards contained in our Operating Framework detailing the specific management and technical processes. The processes applicable to this project are described in this CPP.

3. Objectives and Targets

How We Define Zero Harm	Business Unit Goals
Zero fatalities to workers or third parties Zero permanent disabling injuries Zero new cases of long term harm to health Eliminating the realistic likelihood of serious harm Our sites are as safe as an office environment A ceiling LTIFR of 0.10 across the Group	Site operatives and Wates Management to adhere to the COVID 19 Site Operating procedures and Risk Assessment appended to this CPP. Work at Height – only use appropriate equipment. Scaffold to be erected by NASC Approved. Public Protection – High consideration given to protect the public from the works.
Project Objectives	
To deliver this project without significant risk to the health and safety of tenants, our staff, contractors, visitors and other people who may be affected by our works. We also provide and maintain high standards of welfare facilities for our workforce and consult regularly with our workforce on health and safety matters.	
Project Health and Safety Goals	
The works will be carried out causing zero harm to the workforce and members of the public whilst following COVID 19 Site operating procedures and Risk Assessment appended to this CPP. Work at height along with other relevant Wates Bold Commitments robustly monitored and high on the Plan Right and RAMS Agenda. Dust & noise to be controlled on site during works – dusty operations will be minimised at source and all operatives requiring dust masks will be face fit tested. Dust suppression measures will also feature high on the Plan Right and RAMS Agenda Traffic Management key for deliveries during scaffolding erection on Whitworth St. Communication to be maintained with tenants and visitors during works to ensure their safety and wellbeing is maintained. TGP to assist with tenant communications. High standards of housekeeping and Safety Signage to be always maintained and displayed thus ensuring that a professional image is maintained. Robust Quality plans in place to ensure all works carried out are to the agreed standards with all relevant checks and sign off completed as the works proceeds.	

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4. Project Description and Management of Works

Project Location	India House, Whitworth St, Manchester M1 6LG
Project Description	India House is a Grade 2 star listed building in the heart of Manchester City Centre. The existing warehouse was converted into approx. 139 residential flats in 1985. The works involve ; Re- roofing works to the full area of the main roof. Refurbishment and repairs to the existing windows and façade including some external cleaning of the lower ground floors stone areas. A new sprinkler system will be installed to all flats,communal areas and also the lower basement car park. Installation of a new door entry system to each flat. New fire doors installed to Flat entrances and all communal areas Mechanical ,Electrical and ventilation works to all communal areas including renewal of the existing fire alarm system, including new door entry system. Re-decoration and floor finishes to all communal areas. Certified Fire stopping to all communal areas. Soft strip of the ground floor section of the building previously used as an office area in preparation to convert into 7nr nw apartments.
Start Date	06/07/2020
Key Dates	Scaffold design sign off 29/6/2020
Duration (weeks)	80 weeks Approximate duration to carry out all works. Please see attached updated programme showing all elements of works including start /completion dates.
Projected no. of Operatives	30
Projected no. of Contractors	10

Duty Holder	Contact Details	
	Name	Telephone
Client	The Guinness Partnership, Sean Barnett	0303 123 1890 07710922637
Principal Designer	Warburton Asc, Chris Groome	0161 833 9345, 07488341130
Principal Contractor	Wates Living Space,	0161 946 800,

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	Brian Birch Simon Brennan Paul Johnson Brian Graham	07769931104 07793839634 07933800133 07976625195
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Designers	Contact Details		Area of Design Accountability
	Name	Telephone	
Architect / Client PM	Richard Ward	07808172418	Architect
Structural Engineer	CSS structural engineers	0161 832 2274	Scaffold Design
Temporary Works Engineer	Richard Stokes Wates	07801 214 001	Scaffolding
M & E Engineer	Chris Horsfall HEC	07970715762	HEC Contracting Ltd, Moderna Way HX7 5PZ
Contractor Designers	Phil Barber	0161 230 4060	Scaffolding PB Scaffolding Design 2175 Century Way, Thorpe Park, Leeds LS15 8Z
Brickwork / façade repairs	Paramount Pointing Ltd	0800 130 3049	Mike Tranter
Windows repair / painting	TBC	Enter phone no.	Type Name
Roofing	Karl Austerfield Roofing Ltd.	01132879519	Karl Austerfield Roofing Ltd, 11 Driftholme rd, Bradford, BD11 1LR. Karl Austerfield.
Fire Doors (Manufacture / Installation).	RW Joinery (BM Trada Q Mark certified).	0161 480 8722	RW Joinery Ltd Mersey Street, Stockport, SK1 2HK.
Sprinkler System	Tristan Rhodes	01424 812 557	Triangle Fire Systems Ltd Haywood Way, Hastings, East Sussex, TN35 45L.

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Fire stopping	Josh Dodds	0161636 7542	Firetech UK Ltd, Unit 12, Windrush Millennium Centre, 70 Alexandra Road, Manchester, M16 7WD
Demolition Contractor	Ian Charlton	01925 214 110	Rhodar Industrial Services Ltd, Astra Park, Parkside Lane, Leeds LS11 5SZ

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Emergency Contacts

Role	Contact Name	Telephone
Director	Stewart Reid	07734 479 061
Construction Mgr/Project Dir	Paul Taylor	07795092484
Project Leader	Brian Birch	07769931104
SHE Advisor	David Wynn	07712432409
Client	The Guinness Partnership Sean Barnett	0303 123 1890
Principal Designer	Warburton Asc Richard Ward	0161 833 9345
Hospital	Manchester Royal Infirmary, Oxford Rd, M13 9WL	0161 2761234
Police	Greater Manchester Police	999
Fire Authority	Greater Manchester F&RS	0800 555 815
Health and Safety Executive	Redgrave Court Merton Road Bootle Merseyside L20 7HS	0151 922 9235
Environment Agency	National Information Line National Emergency Line	08708 506506 0800 807060
Gas	National Emergency Line	0800 111999
Electric	National Grid Emergency Line	0800 404090
Water	United Utilities	0345 672 3723
Telephone	BT National Fault Reporting Line	154
Local Authority	Manchester City Council	0161 223 7222
UK Monitoring	Reference No:	01274 387300
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Initial Records

F10 Notification to the Health and Safety Executive refer to the filing location

Located on the site notice board site office

Existing Health and Safety Records

The Pre-Construction Information Package (PIP) forwarded by the Principal Designer will be used to determine control measures for the construction activities and information contained within this plan. A copy of the PIP will be retained on site and filed with this CPP.

Warburtons have issued the PCI. Wates have undertaken GPR Surveys to basement carpark slab – Asbestos reports and register received for some properties – R+D surveys will be completed to areas where our works are likely to disturb the building fabric

Welfare, First Aid and Security Provision

Detail the welfare provision for the project which must be appropriate for the number of people and the geographic spread of works.

The Site Office and Welfare will be located at India House, McGinty Place. Operatives will have access to WC's. There will be operative cooking facilities but due to social distancing and Covid 19 Risk Assessment operatives will be seated a minimum 2m apart. Drying room, Hot and Cold Water are available. Welfare will have first aid kits available. Simon Brennan full time Site Manager 07793839634 also Paul Johnson site manager 07933800133, Maria Barnes full time TLO 07599233546 and Brian Birch Construction Manager 07769931104 are all First Aiders who shall be on site / visiting at different intervals throughout the day. Contractor first aiders are also available on site. There is no requirement for a full time security presence on site. However, end of day perimeter checks will be carried out by the Site Managers to ensure that the site is tidy and secure. A scaffold alarm will cover lifts 1 to 4. Pre start checks will be carried out on a daily basis whilst works are ongoing. No ladders will be left on site at the end of every shift. The hoist will be disconnected from power supply at the end of each day. There is a concierge service on site for tenants and to monitor the scaffold alarm during the evening/weekends.

Project Monitoring and Standards

Safety, Health and Environmental Advisor (SHE Advisor)

Projects will have a SHE Advisor assigned to coach, enable and assist Operational Managers and Directors with project monitoring and relevant technical advice.

SHE Advisor/Regional MD shall deliver a monthly Safety Call across all Wates Projects discussing relevant safety issues/legislation. The inputting by operatives and staff of safety observations to the new phone app will be encouraged by The Site Team.

A monthly safety IMS by The Construction Manager or SHEQ Advisor shall be completed with actions for improvements if required.

Project Lead Daily Monitoring

The Project lead will monitor the project and its contractors on a daily basis and take the required action for failure to comply with Wates Code of Conduct and relevant legislation

Protection of the Public Sheets and or POWRA's to be signed off daily by all operatives consisting of End of day checks to the work area and scaffolding

Daily Quality Sheets sign off by operatives Start Right briefing talks each morning with operatives

Weekly Programme audits

Weekly Site team IMS Safety Report – COVID-19 SHE review (monthly from Nov. 2020)

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Weekly Site Team meetings
Daily/Weekly Scaffold Checks
Daily/weekly hoist inspections
12 monthly checks on hoist anchor points.

Project Monitoring Arrangements

The Construction Manager will monitor the project and its contractors on a monthly basis utilising Wates iMS system and take the required action to comply with Wates Code of Conduct and relevant legislation. The Project team will monitor the project and its contractors on a weekly basis utilising Wates iMS system and take the required action to comply with Wates Code of Conduct and relevant legislation

SHE Advisor/Regional MD shall deliver a monthly Safety Call across all Wates Projects discussing relevant safety issues/legislation. The inputting by operatives and staff of safety observations to the new phone app will be encouraged by The Site Team.

A monthly safety IMS by The Construction Manager or SHEQ Advisor shall be completed with actions for improvements if required.

Client Specific Requirements

Several Community Initiatives will be undertaken throughout the works

Client Safeguarding Requirements

None required. Wates SafeGuarding Policy to apply

Communication Between Parties

Exchange of Information - Operatives

Operatives - Daily Start right meeting, Toolbox talks, Site Safety Committee, open door Policy

Exchange of Information - Contractors

- Pre Contract Plan Right Meeting
- Weekly/Monthly site meetings
- Defect Avoidance and interface meetings
- Monthly Valuations
- Visit from Principal Designer

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Exchange of Information – Client, Designers, Fire Consultant, Fire Services and Principal Designer

- Pre Contract Plan Right Meeting
- Weekly/Monthly site meetings
- Defect Avoidance and interface meetings
- Monthly Valuations
- Visit from Principal Designer

Handling Design Changes During the Project

- All drawings and designs held in Principal Contractor Site Office
- Drawings will be issued electronically to supply chain
- Design changes discussed and agreed at weekly meetings.
- All design changes must be requested & recorded in writing. This information will be logged by the Project Leader and distributed to the Site Team

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5. Arrangements for Controlling Significant Site Risks and Accountabilities

Extent and Location of Existing Records and Plans

Complete the following details provided in the Pre-Construction Information Pack (PIP). Where such information is not available action must be taken to identify required details.

Hazard	Known Details or Action to be Taken to Ascertain Them (e.g. drawing numbers, file locations, etc. for any relevant surveys)	Action to Mitigate Risk
Above ground services (e.g. power, fluids, telecoms)	There are several CCTV Cameras, security lighting street lighting attached on or around the buildings	The scaffold will not interfere with the CCTV location although some images may not be available due to scaffold location.
Buried / underground services (e.g. power, gas, telecoms)	Non available	Wates to undertake visual surveys of external grounds to each block to see if potential issues with scaffolding base erections. Wates have undertaken a GPR survey to basement carpark.
Existing structures (e.g. buildings, towers, etc.)	There is an underground carpark located at India House. Scaffold design has shown back propping detail required to South/East and West Elevations to support the rear access road during the works	Installation of designed scaffolding. Contractors are selected from Wates approved list that have been verified through Constructionline. Installation will be carried out by competent installation teams. Competency will be checked at site induction. Installation to follow manufacturer guidelines & designers drawings. Pull tests to anchors will be undertaken at each stage of the installations to ensure the suitability of the structure to receive the applied loads. Pull tests to be witnessed by Wates Site Management. Pull tests to be carried out by Abbi Access supervisor. Anchors to be checked every 6 weeks as per manufacturer recommendations. Approval of scaffold and hoist design scaffold has been undertaken by Wates Temp works Engineers and Atkinson Peck Warburtons
Existing ground conditions (e.g. contamination, stability, etc.)	The surround areas are mainly made up of stone paving, stone sets and tarmac	All scaffold standards to have treader plates supporting scaffold. Hoist base design to be signed off by Wates Temp works Engineer

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Existing / new gas installations or flues impacted by construction works	There are no gas installations	N/A
Public interfaces (e.g. Safeguarding of Pupils or building users)	The building is are occupied and it is expected that several public and or visitors will be attending to the properties throughout the day. The general public use the footpath on Whitworth St to access local business and commuter routes	The site elevations South, West and East will be contained within Guinness property boundary or by way of a road closure to the South Elevation. The North Elevation which is Whitworth St will be open scaffold standards with open access so that the general public can walk along without obstruction. There will be an overhead fan arrangement around all scaffolding including the full length of Whitworth St and this will be sandwiched with visqueen and plywood to prevent any materials falling onto the footpath. Safety signage will be in place to direct the public through the works safely. Tenant access from Whitworth St will remain open. Restricted parking on site, supply chain will be directed to park on local streets or carparks, restricted timed deliveries as detailed in Logistics Management Plan. Client to provide details on potential problem/abusive tenants.
Un- authorised access onto scaffolding/mast climbers	The properties are occupied and with potentiall general public/youths visiting each day/night	There will be no ladders left in place at night to prevent un- authorised access onto the scaffold. Power to hoist will be de- energised at the end of each shift. Daily and weekly hoist checks to be undertaken before use by IPAF trained operative.
Untrained Operatives/Falls from height including equipment.	Operatives must have trade relevant CSCS cards, Asbestos Awareness, and Manual handling training as a minmum.	Training records and competency checks will be carried out during the site induction prior to working on site. All tools/helmets for operatives working at height shall be tethered.
Other Hazards / Issues (identified in pre-tender health & safety pack)	Known Details or Action to be Taken to Ascertain Them	Action to Mitigate Risk
Ground floor office asbestos surveys issued by Warburtons. Asbestos surveys for each element of works.	Ground floor office asbestos surveys issued by Warburtons. Wates to commission required surveys. Existing surveys have	Wates have commissioned R+D asbestos surveys to the roof area following erection of the scaffolding. Surveys covered the internal roof voids and externally

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	also been obtained for communal areas and elements within each flat from the Client.	at roof level .Wates will commission R+D surveys to cover fire door installations throughout, windows & mastic for the window refurbishment works and also façade repair areas as instructed by the Client.
Existing Environment (e.g. adjacent property, activities, occupied premises, highways, footpaths, bridle and byways, condition surveys etc.)	Known Details or Action to be Taken to Ascertain Them	Action to Mitigate Risk
AOV's to each block	None	Site deliveries where possible between 9.30 a.m & 3pm.
Site deliveries	Tenanted properties	
Restrictions on Work (e.g. working hours)	Known Details or Action to be Taken to Ascertain Them	Action to Mitigate Risk
Working hours as agreed by Client and Tenant	Working hours 8am to 5pm Monday to Friday.	Client approval required for special circumstances out of hours working. There will be some weekend working that have been agreed with MCC Highways

Aspect	Role	Name
AI Reporting & Investigation	Person with overall responsibility for reporting any incident on site	Brian Birch
Induction	Person responsible for coordinating inductions and updating content	Simon Brennan
Pre-start Subcontractor Management	Project Leader	Brian Birch
Excavations, Piling and Ground Penetrations	Buried Services Coordinator	N/A
Scaffold Management	Scaffold Coordinator	Simon Brennan
Asbestos Preconstruction Phase	Project Leader Asbestos Coordinator	Brian Birch / Simon Brennan
Asbestos Construction Phase	Project Leader Asbestos Coordinator	Simon Brennan
Asbestos Emergency Procedure	Project Leader	Simon Brennan

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Cranes and Lifting	Project Leader Project Lifting Coordinator Appointed Person Lifting Supervisor Slinger/Signaller	Simon Brennan Paul Johnson
Fire and Emergency	Fire Coordinator Fire Marshall(s) – list name	Simon Brennan Paul Johnson
Temporary Works	Senior Temporary Work Coordinator Project Temporary Work Coordinator	Richard Stokes Simon Brennan
Traffic Management	Traffic Management Coordinator	Simon Brennan / Paul Johnson/ Brian Graham
Demolition	Project Leader Site Manager	N/A
Public Protection	Project leader	Simon Brennan / Paul Johnson/ Brian Graham
Gas	Gas Coordinator	Simon Brennan
Electricity (LV)	Nominated Electrical Qualified Supervisor	TBC
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6. Health and Safety File

The Construction Design and Management Regulations (2015) require that all projects collate a file of health and safety information related to the buildings or structures. The content, format and layout of the file are normally dictated by the client or their representative.

Provision of Information for the Health and Safety File

Health and Safety information agreed as per layout and format in section 5.2 PCI.

Arrangements for Collection and Storage of Information

Include details of the site arrangements for the collection of health and safety file information and site specific storage arrangements

The Contractor (where applicable) shall provide the required information to be collated by the Project Manager for inclusion in the Health and Safety File.