RCS Rawlings Safety & Training Consultancy Services Limited

CDM Regulations 2015 Pre-Construction Risk Coordination Plan

Goulden Street, Manchester



Appointed Principal Designer	Rawlings Safety and Training Consultancy Services Ltd
Appointed Principal Contractor	*****

Date: 00rd June 2021

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Other information sources have been referenced during the production of this CDM pre-construction information but not included in the Pre-Construction Information Pack. This information will be made available as required to the Principal Contractor and team members.

Any outstanding surveys, reports or critical information that is not available at the time of Creating this Pre-Construction Information Pack will be provided to tenders once received.

Summary

All relevant information which is currently available, including drawings and specifications has been referred to in this plan. The client and/or design team with the principal designers input have pre-surveyed and risk analysed this project and will provide appropriate information to formulate the core risk detail in the compilation of this CDM pre risk coordination plan in compliance with CDM 2015 striving at all times to achieve safety excellence.

Please note further works may be specified by the client and/or design team if the design changes or new information is obtained following investigations or surveys. The principal contractor and/or their sub-contractors will be provided with further relevant drawings, specification, and risk information in adequate time to allow them to prepare their risk assessments and method statements before works commence.

Key contacts from Rawlings

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REVISION PAGE

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PROJECT DETAILS:

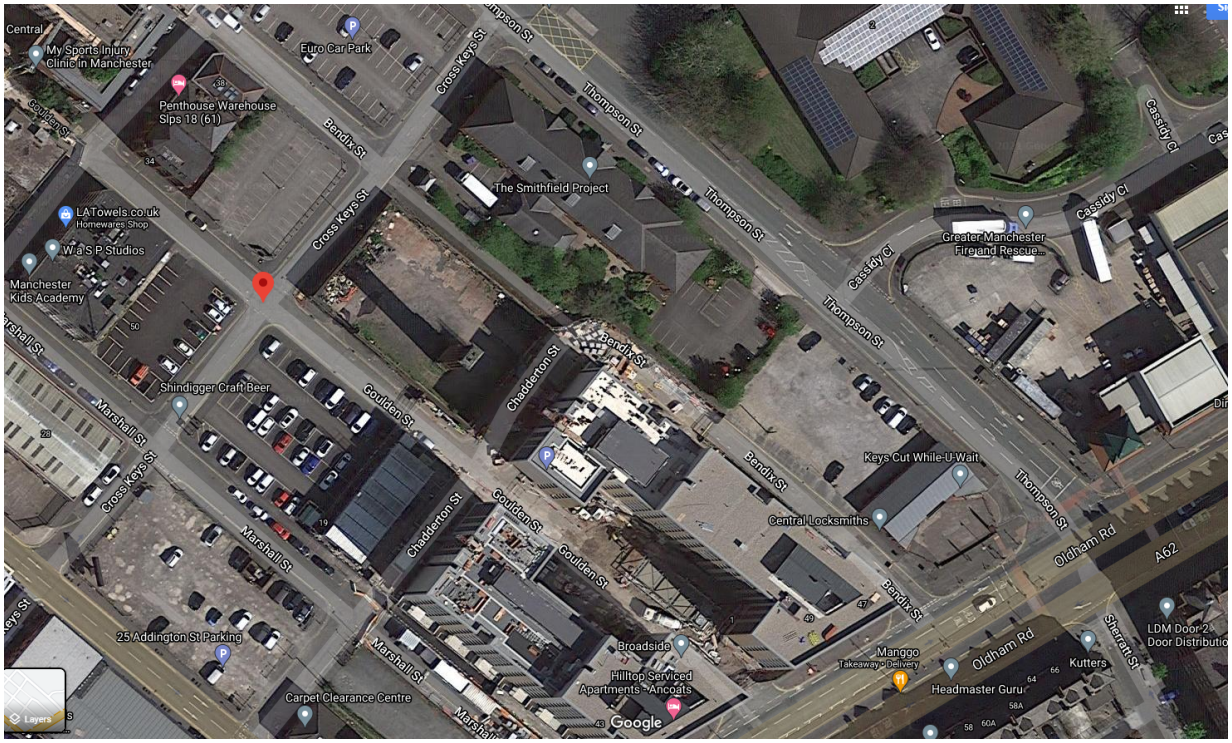
Project Name: Goulden Street, Manchester

Project Details: Mulbury City's brief is to develop three New Cross sites for Private Rented Sector (PRS) residential and private sales, with a mix of unit types, ranging from one bed to three bed apartments.

The Site is located on the north-eastern fringe of Manchester, on the edge of the Northern quarter. It is nestled between the 'NOMA' Development to the north, and the vastly developing Ancoats and New Islington to the south. The Goulden Street site is within the 'New Cross' development area and sits as an 'island' between Cross Keys Street, Goulden Street and Chadderton Street.

The site itself is Grade II listed with two key elements including a perimeter wall which contains the site, and a chimney which sits within. The existing features of the site offer ample inspiration for the possibilities for the proposed, in terms of historical context and grain, materiality, composition and overall aesthetics.

Location of Project: The Site is located on the North Eastern fringe of Manchester, on the edge of the Northern Quarter. It is nestled between the 'NOMA' Development to the North, and the vastly developing Ancoats and New Islington to the South.



Main Construction Commencement Date: TBC

Contract period: TBC

Completion date: TBC

SECTION 1: NATURE OF THE PROJECT

1.1 Location of Work

The site was once a fire and police station, though in 2002 a large fire resulted in severe damage to the building resulting in it being demolished due to safety concerns. The outer wall remains with a ventilation chimney.

The majority of the outer wall is red brick with some sandstone ashlar, formerly hipped slate roofs, with a tall chimney stack within the centre, and fire engine garage on east side, all within a curtain wall. The curtain wall has a sandstone ashlar plinth, rusticated quoins to the angles, plain cornice and parapet carried round.

To the left is a short, rebuilt section of the curtain wall containing a square-headed wagon doorway with square cast-iron pillars, and left of this is the ground floor facade of a formerly similar tall block. To the right of the main block the curtain wall is blind and rising above it is a tall rectangular chimney with panelled sides and stone cornice with brackets. The east side is almost filled by a colonnade of 13 garage doorways with square panelled cast-iron columns and wooden lintels.



Overhead view of the site



Corner of Goulden and Chadderton Street



Corner of New Cross Street and Goulden Street



Corner of New Cross Street where it is separated by an alley way from the Smithfield Project building to the left.



Corner of Chadderton Street, with alleyway and Smithfield Project building on the right



1.2 Nature of the Works

Initially the remediation of the internal ground, whilst retaining/removing/breaking through parts of the 6-metre high external walls, along with structural repairs and propping to the chimney and part of the remaining external walls. 16 Cast iron columns are to be removed from site and reconditioned and replaced.

The development of a 8 story residential building incorporating, piling, concrete frame and SFS, roof terrace area, landscaped courtyard and work to the chimney. Amenity space, bike shed, receptions and bins stores are also included.

Commercial space to the ground floor will also be provided.

1.3 Timescale for Completion of Work

Completion Date: TBC

SECTION 2 - THE EXISTING ENVIRONMENT

2.1 Surrounding Land Use and Restrictions

The site sits on a developed piece of land, which is rectangle in shape, to the North East is The Smithfield Project building, an pedestrian alleyway separates this building from the site. There are bollards preventing vehicle access and a brick and steel fence on the Smithfield boundary.

To the South East is Chadderton street, a two way access street, to the South West is Goulden Street, again a two way access road, with Cross Keys Street to the North West, as wit the other streets a two way access street. The three elevation have a deep pavement which will be used to position hoardings and propping.

Cross Keys Street and Goulden Street have public car parking on their land with a tower building facing Chadderton Street elevation, Goulden Street has a site compound situated on it. Lorries and heavy-duty vehicles are travelling down Goulden Street every day.

There are multiple construction developments being delivered in and around the site. The roads around the site have yellow lines and paid car parking.

The interior of the site has a mixture of materials from the existing structures in random piles, bricks, stone, timber etc. The freestanding Chimney stack is situated to the south of the site and requires repair, protection, and support whilst construction work is undertaken to the rest of the site.

Access to site is vis a large double gate situated on Goulden Street. This will be the main access point during the works and consideration is to be given to site entrances with regards to organising and coordinating site traffic and deliveries and any road closures that may be required which may impact on existing residential parking.



Goulden Street access

All emergency and evacuation routes from surrounding buildings must be maintained for the duration of the works.

Due to the location of the site there is no foreseeable impact on local retail premises' or businesses, though road/lane closures will be required during the construction phase, this most likely on Goulden and Cross Keys Street due to the works required to the wall and the propping detail.

There will be ongoing dialogue required between the Client's representative, Principal Contractor and Principal Designer regarding site set up and interface, with liaison occurring also with Local Council representatives as required to ensure that the Construction Works are carried out with minimal disruption.

A traffic management plan will be required, and this must define access/egress arrangements, segregation between pedestrians and vehicles, and parking arrangements.

The Principal Contractor will be responsible for informing all operatives on site under their control of the key issues detailed within this plan and the subsequent risk control measures, which affect their works and also of the site access arrangements.

This must be done at induction and also throughout the works via toolbox talks, evidence of which must be included within the construction phase plan, which will identify the arrangements and procedures for achieving the measures necessary to protect surrounding land use, buildings etc.

The Principal Contractor (and sub-contractors) must understand fully the requirements identified within this plan when undertaking works and also for them to take account of these issues within their tender response and then if appointed, within their health and safety plan and/or risk assessments and method statements.

Other key issues identified as requiring review and assessment by the principal contractor is;

- Ongoing **liaison** with affected persons pre-construction and throughout the construction phase
- **Hours of work**
  The site general operating hours are to be confirmed. No Sunday or Bank Holiday working unless pre-arranged with the local authority. The works have been programmed during normal working hours and the need to work outside of these hours is currently not considered necessary other than is exceptional circumstances.
- **Noise, dust, and vibration** must be controlled to eliminate to reduce as much as practical and in accordance with relevant regulations and statutory notices
- **Vehicle movement and deliveries** must be controlled by the Principal Contractor. A full traffic management plan for the construction phase of the scheme will be produced which will describe in detail the arrangements for vehicular movement, access/egress, parking and how this will be coordinated and controlled, with personnel identified.

- **Emergency work** were required must be done in full liaison with City Council representatives and any other statutory persons, i.e. emergency services, HSE etc. The Principal Contractor will be expected to identify these arrangements within their construction phase health and safety plan, which must also include emergency procedures for the site.

- **Scaffolding** requirements must be assessed with appropriate permits applied for by the appointed Principal Contractor. Any scaffolding will be erected, maintained, inspected, and used in accordance with the Work at Height Regulations and relevant British/European standards. Similarly, the use of Cranes, Mast Climbers and Hoists would require these same management controls.

- **Hoardings** must be erected which provide protection for members of the public from construction works, and which also prevent unauthorised access to the site. These hoardings should cause minimum disruption and impact to members of the public and will consider the needs of highway users, particularly the disabled.

  The Principal Contractor must apply for appropriate permits and licenses and provide a hoarding design.

- It is anticipated that there will be a requirement for a crane on site and the issue of over-sailing (adjacent properties and public roads) will have to be addressed by the Principal Contractor.

- The "Notification of Conventional Tower Crane Regulations 2010" was revoked with effect from 6 April 2013. There is no longer a duty to notify tower cranes on construction sites to HSE. However, liaison will still occur with the City Council regarding any licenses and approvals required. All lifting operations, **must** be properly planned, organised and managed by the Principal Contractor to ensure full compliance with the Lifting Operations and Lifting Equipment Regulations (LOLER).

- **Skips and storage** area must be identified by the Principal Contractor and be within the site boundary/hoardings. Although there is no longer a legal requirement to produce a Site Waste Management Plan, the Principal Contractor will be expected to include within its Construction Phase Plan, a **waste management strategy**, which includes methods and modes for recycling.

- **Access/Egress** Hulme Hall Road will be the main access point during the works and consideration is to be given to site entrances with regards to organising and coordinating site traffic and deliveries and any road closures that may be required which may impact on existing residential parking. Consideration to be given to the steep gradient of the land when vehicles are to enter and exit the site. All emergency and evacuation routes from surrounding buildings must be maintained for the duration of the works.

Summary

Clearly there is going to be an impact upon these surrounding land uses from the proposed construction works.

The aim of this risk coordination plan is to acknowledge and understand these surrounding land uses, and ensure that full consideration is given by the Design Team and appointed Principal Contractor to ensure that the works are properly planned, organised and managed to minimize the impact made by the construction works.

2.2 Existing Services

Existing statutory services information has been circulated to the design team and is also included in the CDM pre-construction information pack. These drawings will be supplemented by any additional site information identified by the demolition/remediation contractor as existing structures are to be removed as well as earth removal.

As always services drawings cannot be relied on entirely, and all contractors undertaking works that may come into contact with buried services must carry out their own site surveys and investigations and ensure works are carried out in accordance with HSE guidance HSG 47 'avoiding danger from underground services'

M&E design

Futureserv have been appointed as the M&E consultants and will be dealing with new incoming services along with the M&E plant, equipment and services installation. Design H&S risk register is included within this CDM pre-construction information pack.

Futureserv's design risk assessment information will need to be further developed and updated as the project develops;

Construction work

Take appropriate steps by design to reduce risk during the construction phase, i.e. minimize work at height, ensuring coordination with other designs and taking into consideration existing risk known, locality of existing premises, interface issues etc. Include information within the design risk assessments or on drawings to ensure this is communicated to operatives on site.

Cleaning

Any plant, equipment or systems designed may have a subsequent cleaning requirement associated. The design and their location should allow for safe cleaning methods to be adopted, including ensuring that accessibility is safety afforded and were practical by design reduce risks, i.e. by locating plant/equipment at ground level, designing plant rooms with adequate space for access etc.

Maintenance

Were practical specify plant, equipment, and systems to ensure a safe maintenance regime can be employed after installation. This may include specifying equipment which does not require frequent maintenance, ensuring equipment is installed which is easily and safely accessible for maintenance, designing plant rooms which are adequate in size and space to

ensure safe working thereafter, and liaising fully with the end user to ensure their specific requirements are met.

The appointed M&E sub-contractor must ensure that risk assessments and method statements are produced based on the design information provided and will also be responsible for providing full O&M manuals upon practical completion.

Use of electrical equipment and temporary supplies

The Principal Contractor should ensure that only 110V electrical equipment is utilized on site. Also, the arrangements for temporary supplies must be identified within the Construction Phase Plan.

HOSPITALS – ACCIDENT AND EMERGENCY

Manchester Royal Infirmary
Telephone: 0161 276 1234
Address: Oxford Rd, Manchester M13 9WL

HEALTH AND SAFETY EXECUTIVE

Redgrave Court
Merton Rd
Bootle
Merseyside L20 7HS
Telephone Number: 0151 951 400

2.3 Existing Traffic Systems

The Principal Contractor will produce a **traffic management plan**, which identifies vehicular and pedestrian routes both onto, and within, the site. The Principal Contractor should also estimate the number/type of mobile plant on site as well as the number of vehicles likely to attend site.

The traffic management plan must also consider identifying a suitable 'waiting area' for vehicles to ensure that there is no traffic congestion from or caused by construction vehicles. These arrangements should be done in full consultation with Manchester City Council as required.

Access/egress of the site must be situated which allows for safe pedestrian and vehicular access onto site and which also has the least impact on members of the public and surrounding land uses.

There is a fairly constant flow of traffic around the site(s) and this will need to be taken into consideration and included as part of any traffic management plan, particularly when deliveries to site are occurring and/or waste removal.

Banks-men must be used to direct vehicles coming in and out of the site and it will be critical that existing traffic systems are not restricted in any way. Approach signage may also be

necessary to advise other road users of the location of the site and the likelihood of site traffic.

A nominated person should control all site traffic movements, including supervision of deliveries to site and the removal of waste etc.

There may be a requirement for temporary pavement closures and/or partial road closures TRO's), which the appointed Principal Contractor will apply for from the Local Authority. Copies of these must be included within the construction phase plan.

A **traffic management plan** must be included within the developed Construction Phase Plan and this must define site access and egress routes, including the arrangements for the delivery of materials, unloading, storage and transportation on site.

2.4 Existing Structures

The 6 metre-high wall on all 4 sides and brick chimney are all that remains on the site from the former police and ambulance building. The ground inside is a mixture of made ground and hard ground.

It will need to be established whether Asbestos Containing Materials are present within the remaining fabric of the building, prior to invasive works taking place.










ROCK 'N'





2.5 New Structures

Prior to any construction works commencing on site, all sub contractors must provide full and comprehensive risk assessments and method statements for approval prior to works commencing.

The risk assessment and method statement must detail as a minimum the following information/arrangements.

- The competent person(s) overseeing works
- Segregation areas/exclusion zones/signage
- Any temporary propping/support requirements
- Details of construction techniques, i.e. plant/equipment and methods to be used
- Safe Working at Height
- Controls required to reduce vibration, noise and dust levels

- Access provisions for pedestrians and vehicles (including Traffic Management Plan)
- Inspection and monitoring requirements

Specific reference must also be made to the specification provided for further specific information requirements with regard the method of work.

In particular specific individual method statements will be required for each and every element of the work, which could come under the Work at Height Regulations 2005. NB. This includes any **temporary works** required for access to, or inspection of, works under construction.

A risk coordination meeting should be held between the principal contractor and sub-contractor and the appointed construction contractor to review all safety matters associated with the construction works, and to ensure that all known risks have been advised to the contractor for them to allow suitable and sufficient risk assessments and method statements to be developed.

The construction contractor must liaise with the structural engineer with regard to the proposed construction method for the various elements and have these approved before works commence.

Temporary Works/Supports

The construction contractor must ensure that the **stability and structural integrity** of the new building(s) is retained at all times throughout the works and in doing this should ensure that temporary supports are **designed** and **installed** were required.

Prior to commencing construction works in any area, a survey must occur to establish the need for temporary support works, which should also be done in conjunction with the structural engineer.

Temporary propping requirements must be designed and specified by a competent person, to prevent any uncontrolled collapse. Design risk assessments must be provided to cover all temporary works installed.

<u>Foundations, Substructure & Ground Floor Slab</u>

Structural Information for the projects is to be provided by Scott Hughes Design.

Main Building Superstructure

Structural Information for the project is to be provided by Scott Hughes Design.

Deflections

Structural Information for the project is to be provided by Scott Hughes Design.

Pre-cast Concrete

Structural Information for the project is to be provided by Scott Hughes Design and PC

Construction Access

A tower crane will be required during construction. The crane is proposed to be situated in the centre of the site. Over sailing of all elevations is likely, this is subject to design and contractor proposals.

The tower crane base can only be designed when the actual crane loading information is available. The dismantling operation, sequence and programme needs to be carefully considered by the Principal Contractor and the concrete frame sub-contractor.

The construction access zones are to be progressed further during the scheme development with input from the Principal Contractor.
A site management plan must be produced by the main contractor addressing craneage, traffic and pedestrian management, deliveries, storage, accommodation, incoming service routes and proposed temporary services.

2.6 Ground Conditions

Site Investigation

There is correspondence included in the CDM pre-construction information that provides a summary of the existing relevant ground investigation information, an updated assessment of the risks associated with the proposed redevelopment of the site and recommendations for further investigation and remedial works as necessary.

The correspondence states that the following reports have been reviewed:

- Appendix F - Phase 1 Geo-Environmental Site Assessment

Executive Summary detailed the following

The subject site is currently occupied by retail premises and car parking. A single storey brick building is present in the southeast sector, which is currently utilised as retail premises (key cutting). Car parking is present in front of the building, adjacent to Oldham Road, to the southeast. A car park is present in the central and northeast sectors of the site to the rear of the retail premises. The car park is accessed via an existing site entrance off Thompson Street to the east. Hardstanding is present across the site.

No landfills are identified within 250m of the site. Made Ground associated with historical development on and in the vicinity of the site, is anticipated.

No invasive plant species were identified during the site walkover; however, their presence cannot be ruled out. A Habitat Survey may be required.

Radon - Unaffected – No special precaution required.

According to the Coal Authority Interactive Map Viewer the site is not within a Development High Rick Area, and no mine entries are identified in the vicinity, therefore, no further action considered necessary

Based on the desk study information, the following geotechnical assessment has been made: Made Ground deposits and obstructions are anticipated. Relic foundations will require grubbing out prior to redevelopment of the site; Peat is identified in BGS borehole logs in the wider vicinity of the site; and An intrusive site investigation will be required across the site to assess ground conditions and undertake in-situ geotechnical testing to determine foundation solutions across the site.

An intrusive site investigation will be required across the site to assess ground conditions and undertake in-situ geotechnical testing to determine foundation solutions across the site. A habitat survey may be required. An asbestos survey may be required.

SECTION 3 - EXISTING AND PROPOSED DRAWINGS

The appointed Principal Contractor must make reference to all drawings included within the tender package.

SECTION 4 - SIGNIFICANT DESIGN AND CONSTRUCTION HAZARDS

4.1 Unavoidable Significant Hazards Identified by at Pre-Construction

The appointed Principal Contractor and their sub-contractors must take note of the unavoidable hazards, which have been identified by the Principal Designer and design team at the pre-construction stage. Specific reference must be made to design risk information, which are appended to this document and form a critical part of this document.

There will be full liaison with the Principal Designer and design team throughout the works. It is critical that designers communicate and coordinate their designs particularly were there are any safety implications, and this will be done via meetings of which the appointed Principal Contractor is in attendance.

The Principal Designer is available to input on any design matters where safety is a key issue and there will also be regular meetings with the appointed Principal Contractor at pre-contract and during the construction works.

Principal Contractor should take note of the unavoidable hazards, which have been identified at the pre-construction stage.

Following the site survey and review of the documentation, which has been referenced in preparing this plan, the following key risk areas have been identified.

An initial hazard/risk register has been formed.

Hazard risk register:

Hazard/work activity	Initial suggested risk control measure as advised by Principal Designer	Further action required by Design Team and Principal Contractor	By whom
Enabling works and services or drainage diversions. Contact with hazardous substances, Fire and explosion	Refer to existing services information and designer risk assessments	Review existing information and ensure this is adequate to mitigate risk. Appoint specialist sub-contractors and ensure they provide RA&MS and use CAT.	Designer/Principal Contractor and sub-contractor
Manual handling of materials/equipment and installation of new equipment. Including cladding systems.	Design team to consider, size and weight of materials and specify lighter materials where practical. Consideration to be given to materials transfer to upper floors, which will reduce manual handling. Waste materials to be cut into manageable sizes and taken down in designated hoists.	Principal contractor to liaise with design team and establish safe system. Sub-contractors to provide risk assessments and method statements	Designer/ Principal Contractor and sub contractor.
Interface with existing services. Installation of new mechanical and electrical services	Reference to be made to utility service drawings available. Liaison to occur with statutory service providers for any diversions or new connections. New M&E services to be designed and subject to risk assessment, which considers safe working during installation and safe working and access requirements for future inspection testing and maintenance.	Further site investigations to determine services will be required. Sub-contractors to provide risk assessments and method statements Works to be undertaken by competent NICEIC (electrical) contractors. Full O&M Manuals to be provided.	M&E designer Principal contractor & Sub Contractors
Interface with non-construction personnel. Use of site hoardings, hoarding collapsing or failing due to poor design/construction	The works must be segregated as much as is reasonably practical and kept separate from adjacent land uses. Physical segregation of the works to be provided by use of suitable hoardings. Under no circumstances will any non-construction personnel come into direct contact with construction activities.	Close liaison with affected occupiers within the immediate vicinity of the site. The works will be undertaken so as to cause minimal impact. Site to be registered with the Considerate Contractors scheme. Proposed hoarding lines, delivery and access routes, servicing zones around the building, etc all need consideration. Temp works coordinator to be appointed, register to be created to ensure hoardings are regularly inspected.	Principal contractor
Slip/trip hazards from materials/Waste disposal etc	A site waste management plan should be produced by the principal contractor.	Principal contractor to consider how they will manage the site to ensure that it is kept in good order, including the proposals for waste disposal. Environmental considerations' to be made for waste reduction, recycling and disposal.	Principal Contractor & Sub Contractors

Piling works	Reference to be made to structural engineer's design information and risk assessment. Reference to be made to SI report provided	Safe system of work to be established for breaking down of pile heads that avoids hand/arm vibration exposure. Contractor to provide risk assessment and method statements	Principal contractor and sub-contractors
Erection of brick and blockwork	Reference to be made to design information, drawings and specification and risk assessments provided. Working at height to be properly, planned, managed, and organised, with hierarchy of risk control followed as defined in Work at Height regs, i.e. preference for collective fall protection measures to be made before personal fall protection measures.	Specialist concrete frame contractor to be appointed. Erection sequence to follow safe system of work agreed with design team	Principal contractor and sub contractors
Fire and explosion	Consideration to be given to early installation of warning detection systems (or at least a temporary wired or wireless system) and also temporary fire doors/frames on single staircase blocks to aid safe evacuation during construction. Fire strategy to be developed for end use of the scheme.	Fire risk assessment and fire plan to be produced prior to commencement of works on site. Appoint adequate number of fire marshals. Create site fire logbook	Design team, principal contractor, and sub contractors
Vehicle, pedestrian, and plant movement on site.	The traffic management plan must be included within the developed (construction phase) Plan and this must define site access and egress routes, including the arrangements for the delivery of materials, unloading, storage and transportation on site. The traffic management plan must also establish what potential impact there may be on existing traffic systems and the measures are in place to reduce such impact where practical.	Traffic management arrangements to be clear (Including to non-site personnel) and be communicated to all relevant persons.	Principal contractor
Assembly, use and dismantling of scaffold	Unless a scaffold is a basic configuration described in recognised guidance e.g. NASC Technical Guidance TG20 for tube and fitting scaffolds or manufacturers' guidance for system scaffolds, designed by calculation, by a competent person, to ensure it will have adequate strength and stability. All scaffolding should be erected, dismantled and altered in accordance with either NASC guidance document SG4:10 for tube and fitting scaffolds or the manufacturers' erection guide for system scaffolds.	Scaffold design to be procured followed by scaffolding plan outlining safe for assembly. Use of scaffold fan detail due to proximity of the public to the site boundary/hoarding and scaffold. Handover certificate must be issued, and the scaffold should be subject to an inspection regime by a competent person every 7 days.	Scaffold designer, Principal contractor, and contractor.
Assembly, use and dismantling of crane(s)	Cranes must be erected and dismantled by competent people who have the necessary training and experience. Companies should draw up written procedures for each type of crane and these procedures should be based on the	Only competent people must operate cranes; Pre-use checks should be carried out by the crane operator at the start of each shift to ensure that the	Principal contractor and sub contractor Lifting operations

	manufacturer's instructions. These procedures should be available on site and those involved in the work be familiar with them. A thorough examination of the crane is undertaken after its erection by a competent person who is sufficiently independent and impartial and is not involved in the erection process. Regular inspection regime put in place in line with manufactures guidance, considering the environmental impact on the crane and its components. All lifting accessories to be inspected in line with manufacturers guidance.	crane has not suffered any damage or failure and is safe to be used; In-service inspections will be carried out by the crane operator, generally at weekly intervals, and records kept of these inspections. A properly planned maintenance system is established and used. Competent people should undertake this maintenance at intervals specified by the manufacturer and records kept of the work completed including any parts that have been replaced. In general, the original manufacturer's parts should be used. Where parts are sourced from suppliers other than the original manufacturer a competent engineer should assess that the parts selected meet the original manufacturer's specification and are fit for purpose. Any parts replaced should be installed in accordance with the manufacturer's instructions;	must always be properly planned and appropriately supervised.
Welfare provisions	Welfare provisions must be in accordance with CDM regulations.	The principal contractor to confirm within the construction phase plan of the arrangements made.	Principal contractor.
Window installation	Consideration to be given to the size and weight of windows and installation process. Windows to be designed so they cannot be fully opened to prevent fall risk.	Clarification to be obtained from end user on any specific requirements for window restraint bars etc	Designer, principal contractor and sub contractor.
Occupation health exposure, noise, dust, hand/arm vibration etc	Designers to consider ways to eliminate or reduce occupational health risks at the design stage Principal contractor to engage with contractors at pre-start to ensure that they are considering and managing occupational health risks. Identify occupational health risks and produce the relevant risk assessments. Use of appropriate monitoring where action levels are reached.	Consider relevant health surveillance both pre-employment and during works Provide information, instruction, and supervision, and promote occupational health issues, i.e. signage, awareness days, literature. Consider mechanisms of monitoring health surveillance systems and procedures	Designers, Principal contractor, and sub contractors.
Future cleaning and maintenance.	Architect to provide an overview document which will give an outline of the design proposals made for each cyclical cleaning requirement, i.e. window cleaning by roof access,	Design team to ensure risks are reduced as low as practical, particularly with respect to working at height, with WAH being avoided if possible, and	Design team, Principal Designer Principal contractor and contractor

	Also, the arrangements for waste management and any landscaping maintenance requirements are to be agreed.	if not, the hierarchy of risk control is adopted as previously described. Input to be provided by specialist contractor.	

The above list is not exhaustive, and this hazard/risk register will be further developed following input from the design team and principal contractor and included within the CDM pre-construction information. The Principal Contractor should define, within their developed Construction Phase Plan, the process of controlling and maintaining control of these risk elements and of how day-to-day monitoring and inspections will occur.
Principal Contractor should also state their arrangements for dealing with unforeseen risks, which may arise during the works but have not been covered within this plan.

4.2 Designers Risk Assessments (DRA's)

As stated previously within this document, the CDM Regulations were amended in 2015 and have reinforced the unique position which designers have in terms of their ability to be able to reduce risks that arise during construction work, and also any future cleaning, maintenance, repair or alterations to the building structure, including any plant, systems or equipment which has been installed.

Designers also have duties under other legislation, namely regulation 3 of the Management of Health and Safety at Work Regulations for risk assessment, and if they comply with regulation 11 of CDM, then this will be achieved.

Designers must also be aware of the requirements of the Workplace, (Health, Safety and Welfare) regulations and ensure their design allows for a building to be constructed and used which complies with these regulations.

Where practical, it is the responsibility of the designer to design out risks at source, or where risks cannot be eliminated, to recommend risk control measures, which effectively reduce the risk posed by the above.

Designers only need to identify significant H&S risks that have not been able to be designed out and which the contractor/end user needs to be aware of, the aim is to eliminate hazards from the design (so far as is reasonably practicable), and reduce risks from any remaining hazards – giving priority to collective protective measures before individual protective measures, and accordingly Tim Groom Architects have provided their Residual significant risk list, which is included within the CDM PIP.

Designer's H&S risk register will also be required from the architect and for any **temporary** (designed) works which may be required as part of the construction contract. These will form part of the developed (construction phase) plan, which will be produced by the Appointed Contractor.

This Pre-construction risk coordination plan and any relevant design risk assessments **must** be provided to sub-contractors as part of the tender package & where appropriate full liaison must occur between sub-contractor and designer prior to work commencing.

The Principal Contractor should define within their developed (construction phase) Plan the process of controlling and maintaining control of these risk elements and also of how day-to-day monitoring and inspections will occur. The appointed Principal Contractor should also state their arrangements for dealing with unforeseen risks, which may arise during the works but have not been covered within this plan.

4.3 Specific Requirements for Principal Contractors

Principal Contractor shall define and confirm compliance with Regulation 3 of the Management of Health and Safety at Work Regulations 1999, that is, the process of obtaining and distributing risk assessments in view of the risks associated with the project, Principal Contractor shall confirm that method statements will be obtained from any sub-contractor engaged prior to construction activity commencing.

Principal Contractor should define within their developed construction phase plan the process of controlling and maintaining control of these risk elements and also of how day-to-day monitoring and inspections will occur.

Principal Contractor should also state their arrangements for dealing with unforeseen risks, which may arise during the works but have not been covered within this plan.

The developed construction phase plan should fully reflect the requirements of this Health and Safety Information and the risks highlighted within this document, in addition, there should also be provision made for dealing with any issues or risk which only become apparent during the construction works and that there is suitable liaison between the Principal Contractor and Rawlings Safety and Training Consultancy Services Ltd.

Principal Contractor should detail within their developed plan the systems and procedures for contractor control, including what provisions they have in place to ensure only competent sub-contractors are used. Principal Contractor must ensure sub-contractor's employees are trained and certificated as appropriate and that they provide safety documentation, including safety policy and risk assessments and method statements for their works.

All sub-contractors appointed must undergo a **full induction** and be advised of all residual hazards in and around the site and also of any site restrictions, they must also be instructed to provide risk assessments and method statements for their works and also for their requirement to provide information for the Health and Safety File.

Such information should be included within the construction phase plan and distributed to those affected by the construction work, this should be done via toolbox talks and operatives should sign to confirm they have received and understood the information given as required by CDM 2015.

The Principal Contractor appointed must be fully conversant with the requirements placed upon them by CDM 2015.

SECTION 5 - CONSTRUCTION MATERIALS

5.1 Details of Products Used

Specific reference must be made to the Employers Requirements documentation.

The detail of any products used must be incorporated within the Health and Safety File (See section 10)

5.2 Specific Unavoidable Hazardous Materials

5.2.1 The contractor should ensure that the requirements of the COSHH Regulations, Manual Handling Regulations, and the Personal Protective Equipment Regulations, are applied to all products used for the works.

5.3 Information on Material Installation/Maintenance/Procedures

Critical Health and Safety/Operating and Maintenance information on all systems plant or equipment installed must be provided by the principal contractor and/or sub-contractor as defined within the employer's preliminaries and also section 10 of this pre-tender health and safety plan.

SECTION 6 - SITE WIDE ELEMENTS

6.1 Site Access and Egress

Access to the site for the works will be as per Principal Contractor's site access and traffic management plan. Banksmen must control all site traffic entering and leaving the site.

(See 2.1 for information previously provided)

6.2 Access Routes for Existing Traffic/Pedestrians

Full consideration must be given to non-construction persons and any requirements to ensure the safety of pedestrians and vehicles, must be included within the construction phase plan. Arrangements for the safe use of the canal towpath to the North elevation must be fully detailed as is the procedure for safely re-routing pedestrians to the Hulme Hall Road foot path.

Communication must occur with any persons who may be affected by the works and the procedures and arrangements for doing this should be detailed in Principal Contractors developed (construction phase) Plan.

6.3 Location and Layout of Site Accommodation

The Principal Contractor must confirm their arrangements for welfare and site accommodation within the construction phase plan.

Welfare facilities must be propionate to the works being carried out and also the weather conditions and comply fully with the requirements of CDM 2015.

6.4 Access strategy to all elevations

The requirement for access equipment for all elevations to be established.

6.5 Location and Layout of Unloading and Storage Areas

The location and layout of unloading and storage areas should be confirmed within the construction phase plan, all sub-contractors must be advised of the arrangements.

Reference should be made to appendix 2, which provided an early overview and summary of the site set up requirements and matters covered in sections 6.1 to 6.4.

6.6 Site Security and Specific Peripheral Hazards

Prior to construction works commencing, the Principal Contractor must take suitable and sufficient precautions to prevent unauthorised access to the site areas, which have been segregated for the purpose of the project. The site must be made secure as must any plant, machinery or equipment left on site.

This will be particular critical for any access equipment which has to be left on site and any plant or work equipment must be left fully secured and all measures taken to prevent unauthorised access or use.

6.7 Fire and emergency

As part of the site set up, adequate arrangements for protection against fire during the construction phase must be considered. This will include establishing the measures for fire detection, warning, and prevention and also the appointment of fire marshals and establishment of evacuation procedures and assembly point.

As part of the site set up, adequate arrangements for protection against fire during the construction phase must be considered. This will include establishing the measures for fire detection, warning, and prevention, including appointment of fire marshals and establishment of evacuation procedures and assembly point.

Reference **must** be made to the Joint Code of Practice for Fire Prevention on Construction sites, and a Construction Phase Fire Risk Assessment must be undertaken, and also reviewed/amended periodically, particularly if there are any significant changes.

6.8 Fire and emergency

Adequate written records must be kept of all fire alarm inspections, tests, and fire evacuations (both planned and accidental).

Fire risk assessment and plan will need to be obtained and referenced to enable the construction site to be properly assessed and managed.

SECTION 7 - CLIENTS CONSIDERATIONS AND MANAGEMENT REQUIREMENTS

7.1 Specific Safety Requirements of Clients

The appointed Principal Contractor will adhere fully to any specific safety requirements of the client and/or Principal Designer, specifically with regard to the provision of risk assessments and method statements and information for the Health and Safety File.

Additionally, the client requires that all works be carried out in accordance with Health and Safety at Work act, Construction Design and Management Regulations and other appropriate regulations, approved codes of practice and British Standards as follows.

- The Health and Safety at Work Act 1974
- The Management of Health and Safety at Work Regulations 1999
- The Construction (Design and Management) Regulations 2015
- The Work at Height regulations 2005
- The Control of Substances Hazardous to Health Regulations
- The Electricity at Work Regulations
- The Noise at Work Regulations
- Provision and use of work equipment regulations
- Lifting operations and lifting equipment regulations

7.2 Arrangements for Communication

There will be regular communication throughout the duration of the project, there will be regular client progress meetings and further liaison will take place as and when necessary between the relevant persons as detailed within the project details.

Regular liaison should occur with representatives from the Principal Contractor and where appropriate the client.

7.3 Specific Hazards and Methods of Control

The Principal Contractor will be expected to have a system of hazard identification for each aspect of high-risk work and to implement effective safe systems and methods of work as required.

7.3 Specific Hazards and Methods of Control

All sub-contractors/works package contractors will be required to provide Risk Assessments and Method Statements prior to commencing work on site. Normally, these will be evaluated

by the Site Management Team, and agreed as acceptable, or revisions required if not acceptable.

Records of the receipt and distribution of all such Risk Assessments and Method Statements should be kept within the Construction Phase Plan, and regularly reviewed, as necessary.

Where a particular high level of Hazard is identified, Risk Assessments and Method Statements should be provided to the client for comment/approval.

SECTION 8 - SITE RULES

8.1 Specific Requirements for Site Rules

As per normal construction site requirements, however, the site rules specific to this project should be defined within the developed Construction Phase Plan.

An indicative list of site rules is shown below:

- All employees of Principal Contractor will observe the site rules, including the use of any necessary personal protective equipment, for example, ear defenders, hard hats, boots, lanyards, and harnesses will be worn when necessary.

- All employees of Principal Contractor and any other contractors will ensure that appropriate standards of housekeeping are maintained and will keep their respective work areas in a tidy condition.

- All site operatives will use plant and equipment in the correct manner, ensuring that they are trained in its use and that equipment is maintained in good condition.

- All site operatives will use the site welfare facilities and ensure that they are kept in a reasonable condition.

- Principal Contractor will ensure the safety of its employees and of the public, and any other persons affected by their works at all times.

- All site operatives will comply with the instructions of the site manager at all times and will report hazards and accidents, as they become apparent.

- All employees of Principal Contractor must be fully trained, and competent, and only fully trained and competent site operatives may use work and access equipment.

- Employees of Principal Contractor and any other contractors' operatives shall not interfere with any equipment unless qualified and authorised to do so, for example, scaffolding and electrical services.

- All employees of Principal Contractor and any other contractors 'operatives will always comply to safe working procedures/methods of work

The above list is not exhaustive and Principal Contractor will be expected to have in place and implement their own site rules and procedures and issue them to all employees and sub-contractors at induction.

SECTION 9 - CONTINUING LIAISON

9.1 Procedure for Considering Contractor's Design

The Principal Contractor should ensure there is a process of informing & liaison with the Principal Designer (Rawlings Safety and Training Consultancy Services Ltd) and the Client's representative. **Sub contractors who have a design input must ensure design requirements as defined within the CDM regulations are fully complied with.**

9.2 Procedure for Unforeseen Events

In the event of any unforeseen circumstances, the Principal Contractor should confirm in his developed plan response that contact will be made with Rawlings Safety and Training Consultancy Services Ltd when necessary. The Principal Designer will also be available for consultation at any stage within the project where design implications may be evident or for any other unforeseen event where advice or assistance is required in respect to health and safety.

SECTION 10 – HEALTH AND SAFETY FILE

10.1 Arrangements for Information Transfer and Indicative Contents of the Health and Safety File

THE HEALTH AND SAFETY FILE is an information source and guide for the client and end users, providing an understanding of the building & its systems, and enabling it to be operated and maintained safely. It is a legal document, which is a specific requirement of the CDM regulations 2015.

The Health and Safety File is required to be formatted early in the project, initially this will be the CDM Pre-construction information pack, but will ultimately be information relating to the new construction works.

It is a statutory requirement under the CDM Regulations 2015 that The Principal Contractor shall provide and collate information relevant for inclusion into the Health and Safety File and to co operate and liaise with the Principal Designer in their role to ensure the Health and Safety File is effectively compiled and also that this file is transferred to the Client upon completion of their works (please note that the file should be available for validation no less than 2 weeks prior to Practical Completion)

10.1.1 The Health & Safety file shall consist of the following information and sections:

SECTION 1 – GENERAL INFORMATION

1.1 Description of works
1.2 List of consultants and contact details
1.3 Guidance for clients

SECTION 2 – DESIGN INFORMATION

2.1 Architects 'as-built' (or 'as issued for construction') drawings, Design Statement, and a Residual Hazard/Risk Assessment

2.2 Civil and Structural 'as-built' (or 'as issued for construction') drawings, including drainage details, below ground drainage, foul drainage system, surface water drainage system. A Design Statement and a Residual Hazard/Risk Assessment

2.3 M&E Design Statement (See section 5 for Building Services Drawings)

A Design Statement should detail the key principals of design for the relevant discipline, including the concept and reasons for major design decisions in relation to various elements of the structure.

SECTION 3 – FIRE INFORMATION

3.1 Fire plan drawings indicating means of escape, fire points, signage etc

3.2 Operating and Maintenance manual for fire warning and detection systems, including as-installed drawings, which indicate the location of the fire alarm panel, alarm call points, illuminated emergency exit signage, heat/smoke detectors, and emergency lighting layout etc.

3.3 Fire warning/detection systems Test Certificates

3.4 Fire strategy document

SECTION 4 – SUB-CONTRACTOR INFORMATION

4.1 List of sub-contractors/suppliers and contact details

4.2 Sub-contractor information, i.e. details of product/materials supplied and fitted, including COSHH data sheets

SECTION 5 – BUILDING SERVICES INFORMATION
(Mechanical, Electrical and Lifts)

5.1 Operating and maintenance manuals for systems/plant or equipment installed in the building, where appropriate this should also include contractor designed as-built drawings and test certificates.

SECTION 6 – CLEANING AND MAINTENANCE STRATEGY

6..1 Cleaning and maintenance schedule for the building fabric, which must detail any specific access issues, i.e. use of man-safe system, access to plant rooms, facilities for window cleaning etc). The file needs to set out the various elements within the building which are provided for maintenance and have health and safety implications for those using them, for example:

Examples are as follows.

- facilities for roof access
- gantries
- Man-safe system
- window/facade cleaning and maintenance
- external decoration
- gutter clearing
- floors/ceilings

SECTION 7 – ENVIRONMENTAL INFORMATION

7.1 Historical survey information, site investigation reports etc. are provided in PCIP.

SECTION 8 – STATUTORY CERTIFICATION

8.1 Local authority consent approvals
8.2 Building control certificates
8.3 Practical completion certificates

The above is intended to act as a guide only and further dialogue will occur with the client and end user to confirm their specific requirements for the Health and Safety File/O&M Manuals, including number (and type)of copies and format.

All sub contractors are contractually obliged to provide their information for the health and safety files/O&M manuals, as well as this being a legal requirement under the construction design and management regulations 2015.Health and Safety File information should be collated and produced as required, i.e. A4 size, plastic covered, loose leaf, four ring binders with hard covers, each indexed, divided and appropriately titled.

The Health and Safety File information should be summarised in detail with critical maintenance information suitably highlighted, i.e. window-cleaning strategy, within the maintenance section and a separate section detailing construction methods and materials.

Principal Contractor is required to provide all information as indicated in this Section, **no less than 1 week prior to hand-over** in the appropriate format, as defined and agreed with the Client. Prior to transfer this information will be subject to pre-approval by the Principal Designer and/or the Client.

It will be the sole responsibility of Principal Contractor to ensure that all sub-contractors appointed, are advised of their requirements with regard to the Health and Safety File and that they provide information where applicable for the H&S File.

It is likely that 1 hard copy of the Construction H&S File plus 1 electronic version (on CD/DVD in PDF format) will be required. Rawlings Safety and Training Consultancy Services Ltd are available throughout the duration of the project, for advice and assistance on all matters of Health and Safety, and they will liaise fully with all relevant parties as and when necessary.