

CONSTRUCTION PHASE HEALTH AND SAFETY PLAN

FOR;

Penrose Manor Ltd.

PROJECT;

SNELL STREET



Prepared By:

**Colbre Projects Ltd
5 – 7 Deardengate
Haslingden
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PROJECT PERSONNEL DETAILS:

1 Client

Penrose Manor Ltd.
204 Mauldeth Road
Burnage
Manchester
M19 1AJ

2 Principal Contractor

COLBRE PROJECTS LTD
5-7 Deardengate
Haslingden
Lancashire
BB4 5QN
01706 228090

3 Architect and Principal Designer

Calder Peel
All Work & Social XYZ Building
2 Hardman Blvd
Manchester M3 3AQ Simina Ionescu 0161 929 7622

4 Project Manager

Artal Ltd.
All Work & Social XYZ Building
2 Hardman Blvd
Manchester M3 3AQ Alex Farmer 0780 910 6012

4 Structural Engineer

AJP Ltd.
1 Dale Street
Liverpool
L2 2ET Kenny O'Brien 0151 227 1462

5 Health & Safety Executive

advice@hse.gsi.gov.uk
08453009923
This is for fatal and emergencies only

6 Health & Safety Consultant to Principal Contractor

Mr Chris Payne

Director
Colbre Projects Ltd
07930416399

EMERGENCY CONTACT DETAILS:

Colbre Projects

- Site 24hr Contacts

- **Neil Watkiss (Site Manager) – 07738 469 573**
- **Chris Bull (Head Office) – 07788 373 771**

1 Police / Fire / Ambulance

IN EMERGENCY **999** or **101** for non-emergency

2 Accident & Emergency Hospital

MANCHESTER ROYAL INFIRMARY

Address: Oxford Rd, Manchester M13 9WL

Tel: 0161 276 1234

3 Fire Station

RING IN EMERGENCIES 999

MANCHESTER CENTRAL COMMUNITY FIRE STATION

Thompson St

Manchester

M4 5FP

4 Police Station

GREENHEYS POLICE STATION

Charles Halle Rd,

Manchester

M15 6NP

0161 856 4434

5 Electricity

Electricity North West

Borron St

Stockport

SK1 2JD

08001954141

6 Gas

Emergency when you smell gas

0800111999

7 Water

Emergency

03456723723

CONSTRUCTION PHASE HEALTH AND SAFETY PLAN

It is the aim of Colbre Projects Ltd. to ensure the health, safety and welfare of all persons involved in the above project whilst working on site.

This will be achieved by the implementation of the Construction Phase Health and Safety Plan detailed below, and the development of safe working practices and procedures throughout the Construction Programme identified via our Risk Assessments to ensure compliance with the CDM Regulations 2015 and the supporting Regulations which may include the following;

This plan must read in conjunction with the company H&S Policy which forms a part of this plan and is attached.

1.0 Description of Project

The Project is the demolition of an existing warehouse unit including curtilage, and the construction of 9 traditionally built townhouses.

1.1 Project Commencement Date

September 2021

1.2 Project Completion Date

October 2022

1.3 Appointed Contract Manager

Mr Tom O'Brien
Site Manager
Neil Watkiss

2.0 Site Access and Egress

Snell Street / Malta Street

2.1 Site Operating Hours

8.00-17.30 (Monday – Friday), 9.00 – 14.00 (Saturday).

2.2 Site Deliveries Main

Via Pollard Street (between 9.00 - 11:30 & 14:00-16:00) Holding at Malta Street.

It is proposed that the CMP remains under review But initially all Drivers must have an pre-arranged delivery slot and confirm their arrival to the Site Manager prior to any materials being unloaded. Deliveries are also set to specific times and maintain clear quiet times at the beginning, middle and end of the day. Deliveries to be monitored and kept to the “just in time” philosophy because of Residential and site constraints.

If/Where vehicles must be reversed in/out of the site a banksman will be used.

2.3 Site Induction and Training

An initial induction will be provided *Colbre Projects Ltd* the Site Project/Manager this will then be passed onto the Operatives through Colbre Projects Ltd's induction procedure.

All Site Operatives and Visitors to the site will be provided with the appropriate site health and safety rules and procedures via Colbre Projects Ltd's site induction, this will be undertaken by the Site Project/Manager before access to the construction areas is permitted.

Records of site inductions will be maintained on site.

Site Operatives will only undertake tasks within their area of competence, proof of competence may be requested by the Site Project/Site Manager who will assess the competence of the operative.

2.4 Site Register

A register of all Operatives and Visitors on site will be maintained on a daily basis, the register will be kept on site.

The person accompanying any Visitors to the site must ensure they are signed in / out of the site and suitable personal protective equipment is being worn.

2.5 Site Compound / Welfare Facilities

Due to the nature of the site it will be necessary to form a site office and welfare accommodation away from the Construction site. This will consist of a main compound area, and a cabin located to the rear of the works for Site. There will be a temporary site canteen, full facilities will be available and there will be a separate drying room, site office, meeting room and toilets.

The site compound is a designated no smoking zone. It is a Criminal offence to smoke in the site compound, the containers, cabins, and toilet facilities located around the site. However, a smoking area will be established outside the building area off site. Facilities for collecting debris will be made available.

Consumption of food and drink is not permitted on site. Permitted areas of consumption are found within the secure compound cabins.

It is the proposal that an area adjacent the site compound will also be used for the temporary storage of materials to minimise traffic around the development area, which is unable to sustain prolonged periods of site traffic activity without affecting the neighbouring Properties. This proposed laydown area, will be used only when required i.e. at a minimum, for reasons of security. The materials will then be transferred to site within the loading hours, thus maintaining quite periods as detailed.

The proposed location for off-site cabins on the corner of Malta and Harrison Street is subject to agreements with Highways, following an application to locate the temporary facility there. This solution will also minimise residential disruption on Snell Street and Meyes Gardens as it moves the activities away from the nearest residential activity.



2.6 Personal Protective Equipment

All Site Operatives and Visitors to the site will wear the following personal protective equipment as a mandatory requirement;

High Visibility Vests / Jacket (yellow only)
Safety Boots / Shoes are NOT provided

The following personal protective equipment is to be used, where informed by the Site Manager or as per the Risk Assessments;

Hard Hat

Visitors to the site will be issued with a hard hat and high visibility vest, as required. These can be obtained from the Site Manager. (Safety boots not provided)

All Visitors to the site will be accompanied at all times. The site Project/Manager reserves the right to refuse access to any person not adhering to the above procedures.

Site Operatives will wear additional personal protective equipment as per the submitted Risk Assessments or as instructed by the Site Manager.

Site Operatives and Visitors not wearing the appropriate personal protective equipment will be prohibited from entering the site or will be requested to leave the site until the appropriate personal protective equipment is worn.

Where a Site Operative has to be reprimanded about the wearing of personal protective equipment a formal warning will be issued by the Site Manager, this will be passed to Colbre Projects Ltd's head office who will forward the warning in writing to the Company.

Where a Site Operative repeatedly has to be reprimanded they will be dismissed from site without further warning.

2.7 Safety Signs, Notices and Information

These will be displayed at various locations throughout the duration of the construction to identify danger areas, restricted areas, and mandatory use of personal protective equipment, emergency escape routes and first aid facilities.

The Statutory Health and Safety Law Poster, Project Notification (F10), Construction Phase Health and Safety Plan will be displayed on a notice board in the Site Cabin and the Construction Programme will be available on site in the Site Manager's office, and within the designated canteen area.

2.8 Site Meetings

Site meetings with the Site Operatives will be undertaken by the Site Manager on a daily basis.

2.9 First Aid Facilities

The First Aider for the project is Neil Watkiss/Tom O'Brien
Emergency first aid can be obtained from the Site Office / Site Manager.

A First Aid box will be available and maintained by the Site Manager in the compound.

All accidents and dangerous occurrences must be reported to the Site Manager who will enter the details in the Site Accident Book.

Following all reported accidents or dangerous occurrences the Site Manager will undertake an investigation to determine the cause and identify any additional risk control measures that may be required.

All accidents or dangerous occurrences defined by the RIDDOR Regulations will be reported to the HSE as per the requirements of the RIDDOR Regulations.

3.0 Emergency Evacuation Procedures

All Operatives will be informed of these upon induction and should also familiarise themselves with the contents of all notices displayed on the site notice board.

In the event of a fire the alarm being sounded or other emergency that requires the site to be evacuated a verbal instruction will be shouted by the person discovering the situation or the Site Manager.

Upon hearing the alarm all Operatives should leave their work area in an orderly way and report to the Site Manager / Assembly point.

The Site Manager will undertake a roll call using the site register.

Fire and emergency assembly points will be identified by the Site Manager upon arrival during induction

Site Operatives will also be informed of the procedures to take in the event of a fire or emergency, upon induction to the site.

A Fire plan will be posted in the site canteen and the key areas – fire points, escape routes and assembly points will be shown. This will form part of the induction procedure.

3.1 Waste Disposal

Waste transfer notes will be retained by the Site Manager for all waste collected from the site. These records will be maintained in the site office, and forwarded at regular intervals to head office.

No waste materials will be burnt on site.

3.2 Noise and Vibration

Most Noise and Vibration activities are anticipated during the demolition, foundation and façade construction activities. Whilst working on site, Colbre will adhere to the recommendations of BS 5228-1 clause 9.3 to minimise noise levels during the execution of the works.

The project is a relatively simple housing scheme with no notable works which would cause significant noise pollution. The close proximity of residential housing has been noted and there will be no operation of heavy plant outside the stipulated working hours. The foundation design has yet to be finalised, however, if a piled solution is required, then mitigation will be provided by undertaking these activities after 9.00am and before 16:00 consultation/information with all immediate residents will take place prior to the possible piling activity being commenced. All Noise and vibration will be monitored and a constant review with the residents will be maintained. General noise and vibration will be minimal in other activities with the use of modern well maintained equipment with low noise levels.

Consideration will be given to other persons in the building in close proximity of the construction works and doors and windows will be kept closed to reduce noise levels during the fit out where possible.

Personal protective equipment will be worn as detailed in the appropriate Risk Assessments.

3.3 Fixed Scaffolds

All work at height will be undertaken from fixed scaffolding which will be

erected to ALL elevations by an approved Contractor. The scaffold will be subject to statutory inspections as required.

Walkways will be provided under scaffold where applicable and lighting installed should the Risk Assessment determine that it's required. All uprights will be identified with hazard warning tape and cushion protection to lower level.

All scaffolding will be fitted with suitable protection to prevent materials falling on persons etc. this will be in the form of brick guards and Netlon mesh.

Records of inspections of work equipment will be maintained on a weekly basis by the Site Manager.

3.4 Tower Scaffolds

Tower scaffolds will be erected by trained persons only strictly in accordance with the manufacturer's instructions. Daily inspections will be carried out before use and after erection by the site manager and particular attention will be made to bracing, ladder access, stabilisers handrails and toe boards

3.5 Ladders

Ladders will only be permitted for access only where no other means of access is possible following a risk assessment and method statement. Work will only be allowed if 3 point contact is maintained at all times

3.6 MEWPS

It is not envisaged that MEWPS will be required on the project but, if necessary a RAMS will be carried out and only IPAF qualified operatives will be allowed to use the equipment.

3.7 Risk Assessments / Method Statements

Risk Assessments and Method Statements for the project will be developed and communicated to all Operatives and a copy retained in the Construction Phase Health and Safety File.

Risk Assessments and Method Statements will be requested from each Contractor, where applicable, prior to commencement of the construction. These will be evaluated by Colbre Projects Ltd's Health and Safety

Consultant, prior to acceptance and work being undertaken.

Risk Assessments will be undertaken on a daily basis by the Site Manager. These in most cases will be visual, with exemption to where significant risks are identified, then these will be recorded and communicated to the Site Operatives affected.

3.8 Monitoring and Review of Safety Performance - Site Inspections

The Site Manager will undertake site inspections on a daily basis, this will be by the undertaking of a visual tour of the construction areas. Remedial actions identified will be implemented, as appropriate.

Additional unplanned site inspections will be undertaken by Colbre Projects Ltd's Health and Safety Director Mr.C.Payne at various stages throughout the Construction Programme. In addition to this, the use of external Health and Safety inspections will be carried out by TMS throughout the

3.9 Monitoring and Review of Safety Performance - Site Meetings

Site meetings will be held on a weekly basis by the Site Manager, with all appropriate Contractors, to review health and safety and discuss any changes required in working practices or the Construction Programme, to incorporate design changes.

The Site Manager will maintain a site diary and record details of the meetings.

Where an Operative or Contractor has a concern, in regards to any part of the construction or health and safety, the Site Manager must be notified.

4.0 Toolbox Talks

The Site Manager will undertake toolbox talks on a weekly basis with all Contractors on site at that time. Records of the toolbox talks will be kept in the Site Manager's diary.

A copy of the toolbox talk programmes will be available in the Construction Health and Safety File for Operatives and Contractor's information.

4.1 Protection of Others / Site Security

There will be Heras fencing placed around the site compound and around

work areas throughout the site to provide security and to protect others from the works being undertaken.

The site compound will be enclosed in solid fencing to 2.4m high.

Particular attention will be given to the following;

1. Materials shall be stored / stacked correctly safely and securely.
2. Remove/secure all ladders from scaffolding when required.
3. All plant shall be immobilised when unattended.
4. Any flammable materials or harmful substances to be stored in secure well ventilated areas.
5. LPG cylinders if used will be stored in secure, ventilated cages within the site compound.
6. There will be a monitored CCTV system installed to detect and warn intruders.

4.2 Public Safety

All Operatives must keep all communal areas, paths, roads and walkways free from obstruction or loose unattended materials and equipment.

Access to the site / work areas will be restricted by the means detailed above.

Safety signs and notices will be displayed at the entrance to the compound informing persons of the construction works and restricted access, and any other hazards present, as appropriate, throughout the construction works.

Prior to commencement and throughout the duration of works, Colbre Projects will letter drop each month and keep the neighbours informed of ongoing works.

4.3 Temporary / Existing Services

Temporary services will be identified and assessed upon arrival on site and agreed with the Client / Principal Designer before use.

Prior to any areas being excavated for the purpose of construction of new boundary walls the area will be CAT scanned and subject to a permit to dig system or work

No live working is to be undertaken on services without a suitable risk assessment and Method Statement being agreed with the Site Manager.

4.4 Manual Handling

Manual handling of loads / materials will be kept to a minimum and mechanical aids used where practicable or other means to reduce the risk such as delivery of the load close to the point of use and substitution of smaller loads. All Operatives involved in lifting and handling will work in accordance with the Risk Assessments and have been trained in safe lifting and handling techniques.

An all-terrain fork lift will be used to distribute materials around the site. This will be operated by a suitably qualified operative. An all-terrain load-all will also be used later in the project this will be driven by a suitably qualified driver. Loading bays will be erected at strategic points on the scaffold to each building. All operatives and visitors will be inducted into the presence of these vehicles on site.

4.5 Sequence of Works

The intended sequence of works is detailed on the Construction Programme.

Any unforeseen circumstances on site or variations by the Client or design team which results in substantial changes which affect the planned sequence of works will be considered by the Principal Contractor and discussed with the Safety Advisor and Principal Designer.

The health and safety plan will be under constant review by the Principal Contractor.

The construction programme will be reviewed and developed by the Site Manager and Contracts Manager on a regular basis and with consultation of key sub-contractors. Short term programmes will be developed to ensure co-ordination of all trades and contractors and to allow planning for labour plant and material resources.

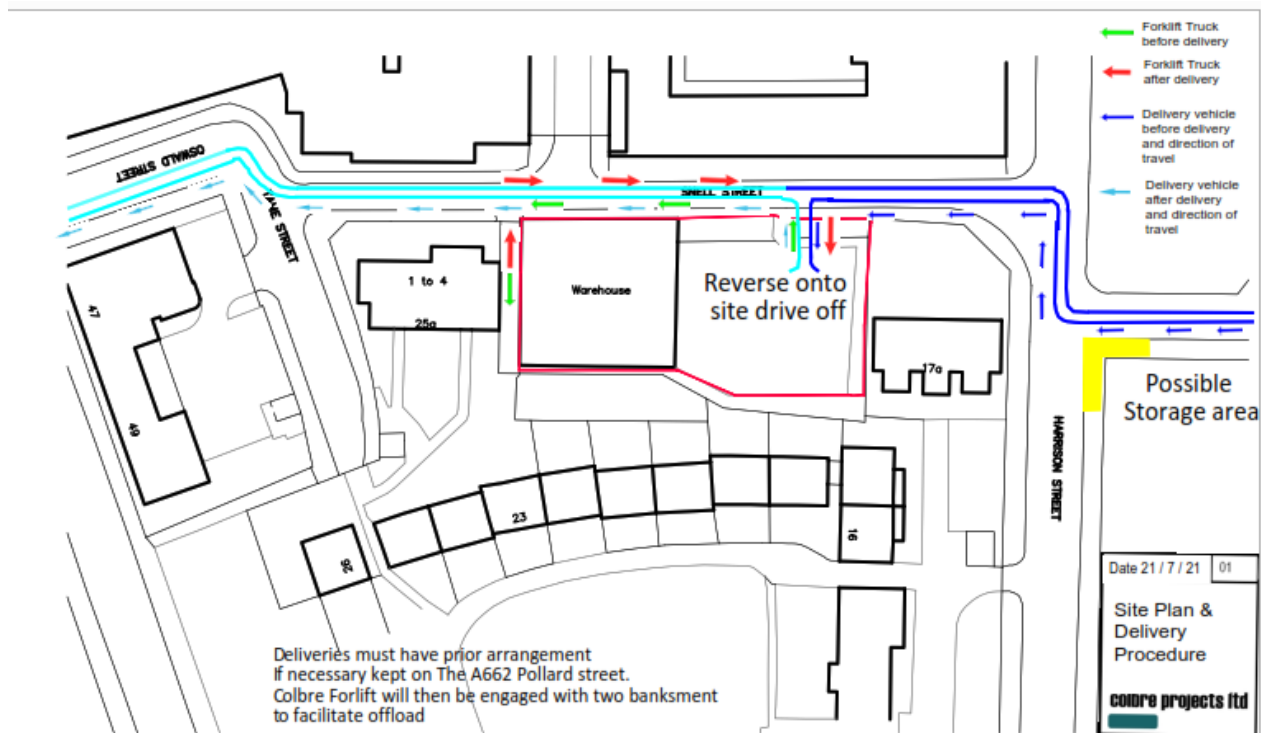
4.6 Traffic Management

Road signage will be positioned in prominent positions to warn traffic and pedestrians of the presence of the site traffic. A Banksman will be in attendance when vehicles are delivering and off-loading materials. All works carried out on public highways shall comply with the NRSWA 1991 and Method Statements and Risk Assessments will be provided for the works.

Suitable safety / warning signage will be displayed on site in prominent

locations to warn all site workers and visitors of the dangers of moving traffic.

A traffic management system is being developed and will be subject to constant review. This traffic management system understands the representation made by the Planning Authority regarding the proximity of Residential areas on Snell Street & Meyers Gardens and the possible impact on the Environment. The mitigation of this impact is at the forefront of Colbre Projects rational. The proposal in essence is to create a one way delivery regime. Materials, Plant traffic etc will enter from Pollard Street, be held at Malta Street prior to offload/process and then discharge via Every Street. See proposed traffic route below



The site cannot support any vehicular parking, it is our intention therefore to direct all vehicles associated with the site to the pay and display private parking at the top of Malta street, adjacent Pollard street. Site access will only be allowed for operatives to drop / pick-up tools within the site working hours.



4.7 Waste Management

Colbre Projects Ltd. are committed to environmental conservation and to reinforce this where practicable, Colbre Projects Ltd. will be controlling the disposal of waste very carefully on site in accordance with the Waste Management Plan Colbre Projects Ltd. will be able to segregate their construction waste on site into separate skips prior to transfer to the waste transfer station. All Operatives and Sub-Contractors will be fully aware of the methods of waste management adopted and be expected to comply.

Skips will be located on Snell Street, with localised dust suppression available.

4.8 Asbestos / Asbestos Procedure

The Client has undertaken an Asbestos survey of the premises prior to any works being undertaken. Following this any asbestos was removed by a qualified Asbestos removal contractor prior to our commencing onsite. An Asbestos clearance note has been issued and is incorporate within this document/file. Asbestos survey of the premises prior to any works being undertaken. Suitable control measures in accordance with HSE Regulations and Guidance will be instigated and agreed with the Principal Designer prior to works being undertaken.

However should any Operative identify or suspect asbestos the following

procedure is to be adopted at all times;

1. Cease work immediately.
2. Contact the Site Manager verbally or by phone.
3. Await instruction from the Site Manager before any further work is undertaken.

4.9 Sub-Contractors

Sub-Contractors will be subject to a two stage vetting procedure by Colbre Projects Ltd. prior to engagement of their services this will be undertaken by the issue of a Pre Qualification Questionnaire upon satisfying the contents of this they will then be required to develop Risk Assessments and Method Statements for the works to be undertaken and submit these to our Health and Safety Consultants for approval.

5.0 Site specific method statements;

5.1 Colbre Projects;

The following areas of work have been identified for the works as requiring site specific RAMS. This list is not comprehensive and should be considered as a guideline requirement only

- **Dust control/noise control (for all works)**
- Demolition of existing building including ramps/floors and hardstanding
- Roofing works-hot works
- Heavy deliveries
- Drainage connections
- Access and loading of bricks and masonry
- Delivery loading and installation of floor beams
- Delivery and installation of roofing materials including design of scaffolding
- Finishes plaster décor floor finishes COSHH confined spaces et
- Mechanical and Electrical works

Dust management

- If dust emissions are generated in dry periods, Colbre will use water spray to wet the material and suppress the dust. This will be carried out on a as and when basis.

- The site manager will take account of weather conditions and prevailing wind direction when organising operations to prevent and minimise dust nuisance to neighbouring properties.
- All site staff will be trained and be aware of the Dust Management strategy.
- The site boundaries will not permit site material offload, however any access onto site from telehandler to distribute materials etc will be mitigated as the front curtilage will be stoned to provide a good clean working platform and prevent road contamination.
- In the event of a complaint from a neighbouring property in respect of dust their concerns will be considered, and action taken to prevent future occurrence.
- All site staff will have appropriate PPE to protect them from the effect of dust.
- Prior to leaving the site boundary any vehicles will be inspected and the wheels washed on the hard standing using an industrial karcher type jet wash unit.
- Colbre will manage the risk of any road contaminates by regular monitoring. Should the road become contaminated any debris will be removed by spade and jet wash.

During Demolition and Groundworks.

Colbre will use all reasonably practicable means to protect the adjacent buildings from the detrimental effects of dust, noise and vibration.

Dust noise and vibration monitoring may be carried out in accordance with the specification. Dust, monitoring positions will be established around the site. Readings will be taken to establish background levels using handheld or static meters. Regular readings will be taken during the works. If dust, noise and vibration levels are elevated, trigger levels breached or there is a complaint, the works causing the elevated noise levels will cease and an investigation carried out to determine the causes and remedial measures imposed.

Dust will always be controlled and kept to a minimum by damping down with water at source in accordance with Environmental Protection Act 1990. Depending on the working environment and demolition activity to be conducted the method of suppression to be used will be determined.

Procedure:

- Main's hose operated by Sub Contract or Colbre operatives
- Built in suppression systems on demolition excavators

Although controlling dusts is our primary concern, consideration must be given to those within close proximity to our sites. Selecting the correct method is crucial as we do not want to control the dust excessively and have significant water runoff and create a nuisance with overspray to local residents, business owners and the public.

Water run off must be considered to ensure dusty water is not unlawfully discharged into surface water drains. This can be achieved by bunding site drains prior to structural demolition. Although this task sheet is designed to give guidance on controlling dusts at source, if this cannot be significantly controlled, the use of face fitted RPE with FFP3 filters may still be required for site staff.

The use of RPE should always be a last resort if collective measures can be adopted.

Note:

1. No demolition is authorised to start without adequate dust control in place
2. We have a legal duty to protect our own staff and those outside of our sites
3. Think outside the box, it's not just dust in the air that is a problem. Water run-off containing dusts will damage rivers and streams
4. Site staff must be adequately protected.
5. We may be prosecuted by local authorities, HSE and environment agency for poor control of dusts. Which could lead to loss of work, increased insurances, loss of clients & compensation claims

Waste materials will be placed in designated skips and not allowed to be blown about the site and adjacent area.

Works will be carried out in accordance with the BS5228 Code of Practice which contains information and procedures for the control of noise on construction sites.

Only those items of plant producing minimum noise levels will be used and noisy activities will be examined with the aim of introducing control measures, and where possible, locate plant and machinery as far as is reasonably practicable from sensitive receptors. Evidence of plant maintenance for all engine driven plant and vehicles will be provided.

Vehicle's engines will be switched off when the vehicle is idle.

Attenuation equipment for tools, plant and machinery, where provided will be maintained in good condition and correctly fitted. All operatives will be instructed at safety induction to ensure that noise levels are kept to a minimum and that unnecessary shouting, abusive language or other verbal disruptions are forbidden.

Emergency Procedures:

If dust, noise, and vibration begin to cause an unacceptable level of environmental issues, work is to stop immediately, and methodology is to be revised accordingly.

Internal works and dust suppression will also be used during fit out to any appliances (specifically saws and planers), and the site being cleaned by industrial vacuums after each shift.

5.2 Sub –Contractors

Specialist sub-contractors will be employed for a variety of tasks and areas of work for their expertise. The following list identifies key sub-contracts and a project specific RAMS will be required from the sub-contractors before commencement on site.

- Groundworks and Drainage
- Demolition
- Structural Steelworks
- Pot and beam floors and screeds
- Scaffolding
- Heating and ventilation
- Sanitary ware and plumbing
- Electrical installation in fire alarm ,emergency lighting etc
- Roof coverings
- Floor coverings
- Plastering and dry lining
- Wall finishes
- Windows and glazing
- Installation of staircases
- Insulation
- External works and landscaping

6.1 The Health and Safety Plan and File

Health and safety will be reviewed on an on-going basis and discussed as an

agenda item at site meetings. Any amendments to the Health and Safety Plan as a result in design changes, changes in the proposed sequence of works, introduction of a new activity or material which may constitute a hazard will be discussed, recorded and the appropriate action taken following discussions with the Client and Principal Designer.

The Health and Safety Plan will be developed throughout the construction period with the Designers, Sub-Contractors, Suppliers and the relevant information handed to the Principal Designer upon request for inclusion in the Health and Safety file.

Information for the health and safety file will be forwarded to the Principal Designer upon completion of the project and the layout of the file will be in accordance with HSE guidance in the CDM Regulations 2015.