

**Construction (Design and Management)(Amendment)
Regulations 2015**

**CONSTRUCTION PHASE
HEALTH AND SAFETY PLAN**

Project:

EXTERIOR CLADDING REMOVAL AND REPLACEMENT WORKS

at

THE LIGHTHOUSE, MANCHESTER

SALUS SERVICES LTD	
DATE	08/02/2021
DOCUMENT ISSUED FOR USE	Salus

Prepared for:-

Envirosips
6-8 Salisbury Road
Wrexham
LL13 7AS

Health & Safety Plan Amendment Sheet				
REVISION	DATE	SECTION	DESCRIPTION	INITIAL
0	08/02/2021	-	Preparation of Initial CPHSP for development following contract award and receipt of Pre-Construction Information.	WJ

Construction Phase Health & Safety Plan

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Construction Phase Health & Safety Plan

Introduction

The Health and Safety Plan is the foundation upon which the health and safety management of the construction phase of this project shall be based. In line with the duties specified in Regulation 12(1)(2) of the Construction (Design and Management) Regulations 2015 (CDM), Envirosips as the Principal Contractor on this project, understands the requirements and accepts responsibility for the development of the plan.

As well as the usual requirements of the pre-construction health and safety information pack, this developed plan covers the following areas:-

- a) the approach to be adopted for managing health and safety throughout the construction phases;
- b) assessment requirements under the Management of Health and Safety Regulations 1999;
- c) common site arrangements;
- d) arrangements for requirements under regulations of the CDM Regulations i.e.
 - co-operation and communication between all dutyholders;
 - compliance with H&S rules in plan;
 - control of unauthorized persons on site;
 - display of legally required notices;
 - providing required information to Principal Designer;
 - bringing rules to attention of relevant persons;
 - providing information, instruction and training;
 - providing facility for discussion and consultation.

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1. Description of the Project & Programmed Details

1 (a) Location of the Works:

The Lighthouse, 3 Joiner Street, Manchester, M4 1PH

1 (b) Description of the Work:

The proposed works will include taking off all of the cladding with a view to replace/install adequate fire barriers and remove any additional ACM sections attached to the steel skin composite panels. The aluminium composite panels replaced with similar non-combustible panels, together with other ancillary works. The building will remain occupied throughout the project.

1 (c) Programme & Time Scale:

Subject to approvals:

Start on site: 15/02/21 – site establishment

Duration: 53 weeks

Completion date: TBC

1 (d) Duty Holders & Contacts:

Client:

The Lighthouse (Manchester) Management LTD

C/o Capital Climb LTD, 20 Church Street, Manchester, M1 1JA

Contact: Tamara Gifford

Email: tamara@capitalclimb.co.uk

M: 07854 486785

Project Manager :

BWP

6 Hewitt Street, Manchester, M15 4GB

Contact: Darren Bailey

Email: darren.bailey@bwpconsultants.co.uk

T: 0161 2368133/ M: 07867 676068

Designer – Architects :

Bernard Taylor Partnership LTD

Elizabeth House, 486 Didsbury House, Heaton Mersey, Stockport, SK4 3BS

Contact: Vicky Saunders

Email: vicky@btparchitects.co.uk

T: 0161 443 1221 ext 213 / M: 07970 495258

Designer – Façade Engineer :

Quartz House, Pendeford Business Park, Wobaston Road, Wolverhampton, WV9 5HA

Contact: Jason Williams

T: 01902 307 642879 / M: 07947 642879

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Designer – Fire Engineer :

Elementa Consulting, 80 Cheapside, London, EC2V 6EE

Contact: Michael Wizenberg

T: 0203 697 8300

Email: michael.wizenberg@elementaconsulting.com

Principal Contractor:

Envirosips

6-8 Salisbury Road, Wrexham, LL13 7AS

Contact: Richard Evans

Tel: 07801413622

Email: richard.evans@eslgrouppuk.com

Contractor:

Connolly Scaffolding

Unit E2, Lyntown Trading Estate, Eccles, M30 9QG

HSE Construction Office:

Rose Court, 2 Southwark Bridge, London, SE1 9HS

www.hse.gov.uk

Fatal or major injuries;

Tel: 0345 300 9923 (Mon – Fri 8.30am- 5.00pm)

Out of Hours Duty Officer: 0151 922 9235

Fire and Rescue Service:

Greater Manchester Fire and Rescue Service

Headquarters, 146 Bolton Road, Swinton, Manchester, M27 8US

Tel: 0161 736 5866

Local Authority:

Manchester City Council, Town Hall, Albert Square, Manchester, M60 2LA

Tel: 0870 042 1367

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1 (e) Existing Site Information:

Pre-Existing Site Records

Pre – Construction Information 'Pre – Construction Information The Lighthouse, 3 Joiner Street, Manchester, M4 1PH Revision Initial Issue Dated: 06/11/20 has been made available and referred to in drafting this CPHSP.

Existing Plans – Please refer to Section 6 of the Pre Construction Information

Health & Safety Files – Please refer to Section 1.10.1 of the Pre Construction Information

Services – All mains services to the existing building will remain live at all times during the project and should therefore be isolated to ensure safety as necessary. Refer to Section 1.10.2 of the Pre Construction Information.

We are aware and will be mindful of external cables etc. when erecting scaffolding.

Abestos – Refer to Section 1.10.5 of the Pre Construction Information.

The lower section of the building (up to 6th Floor) was the original building, a warehouse with construction dating to circa 1850 which has been substantially refurbished to a high specification and the materials utilised in finishes are modern with no Asbestos Containing Materials (ACM) found during the existing survey dated May 2012.

The upper floors were added within the last 15 years and refurbished circa 2007.

The existing Asbestos survey report is available from Tamara Gifford tamara@capitalclimb.co.uk

Although it is unlikely that Asbestos Containing Materials within the building fabric still exist or has been missed during previous works as there is no evidence to support any surveys, analysis, removal, encapsulation, re-occupation or otherwise, please see Regulation 5 of the Control of Asbestos Regulations 2012 and also the advice on unexpectedly discovering asbestos or asbestos containing materials.

Refer to Section 3(b)(i).

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Site Operations – Boundaries and Adjacent Land Use's

The project is to be carried out on The Lighthouse building which is not listed and is a purpose-built building of 118 units on basement to nineteenth floor, built circa 2005 of traditional brick, block and concrete construction. The building is interlinked with Pall Mall on the ground and basement floor. Within the Pall Mall building is the Aparthotel reception and the Seed and Cherry Cafe. The first floor between the Pall Mall building and Lighthouse has the gym, offices, laundry, further hotel apartments and a shower room. The ground floor has Tesco Express that share the refuse area. The building and adjacent areas will remain in use during these works.

All works are to maintain access / egress routes as noted in the Pre-Construction Information.

All site activities are to be contained within the site boundaries and Envirosips will not permit any work to be undertaken beyond the site boundary.



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2. Communication & Management of the Work

2 (a) Management Structure & Responsibilities:

Contracts Manager: Richard Evans

Tel: 07801 413 622

Responsibilities:

To manage all aspects of the project including the production of all necessary health & safety documentation, reviewing of subcontractor health & safety documents the appointment of site management and personnel, allocation of resources and equipment, the appointment of subcontractors, together with the general overseeing of the project. Ensure all health and safety defects that have been highlighted during site Inspections have been addressed. Ensure all RIDDOR accidents are reported to the HSE.

Contracts Supervisor: Jimmy Curran

Tel: 07568 427 061

Responsibilities:

The day to day management and administration of health, safety and environmental issues associated with the project. Supervising of all site personnel and subcontractors and client appointed direct contractors. Take charge during cases of emergency and ensure first aid treatment is available if required. The recording and reporting of all accidents and near miss incidents to the Contracts Manager, and arrange for accident / near miss investigations to be carried out as required. He will ensure that a first aider is available onsite at all times, nominating a deputy should he be required to leave site.

Health & Safety Advisers: Salus Services Ltd – Wayne Jones *CMIOSH CMaPS Tel: 07970999090*

Responsibilities:

To assist with the production of project health & safety documentation, advise on the health & safety competence of potential sub-contractors, carryout regular site health, safety and environmental inspections, providing a written health & safety report for the Contracts Manager and Contracts Supervisor. Conduct site accident investigations, report findings to the Contracts Manager for appropriate actions.

2 (b) Health & Safety Goals & Monitoring of Performance:

It is the intention and ultimate goal of Envirosips to complete the project with zero reportable accidents. This goal will be achieved by promoting a positive safety culture during the project together with the implementation of strict health, safety and environmental standards that will be monitored by the project management team and our independent health and safety advisers.

Envirosips on-site Contract Supervisor will carry out safety inspections initially as works are mobilized and on a monthly basis thereafter or following an incident (near miss, complaint, observation) whichever is sooner.

Salus Services Ltd will visit the site at least monthly and provide a written report on the safety performance of the site workforce including sub-contractor activities & site conditions.

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2 (c) Liaison with Parties on Site:

Envirosips site supervisor will liaise directly with the project team and Building Manager (Contact: Tamara Gifford – 07854 486785) to ensure that communication remains open and any issues are dealt with in an appropriate manner.

2 (d) Consultation with the Workforce:

All site employees will be notified of the procedure to adopt should they wish to discuss any matter of site health & safety. The procedure will be explained to all site workers during their pre-start health, safety and environmental induction. In the first instance consultation will be via direct discussion with the Contracts Supervisor or if a sub-contract employee with their immediate supervisor, all issues raised by the site workforce will be documented in site supervision's daily diary and raised for discussion during the weekly progress meetings. Information on health & safety will be directed to the site workforce via the site notice board and / or disseminated via a formal tool box talk session. When requested, the appointment of a workforce health & safety representative will be encouraged.

2 (e) Coordination of Design information:

Design issues and the possibility of health and safety interfaces will be discussed at the progress meetings, relevant parties will be requested to attend this meeting including designers and sub-contractors when information will be passed on to the appropriate parties, when necessary the project Principal Designer will be invited to the progress meeting and / or will be forwarded the relevant information as required.

Design changes during the project will be subject to approval by the Principal Designer, design changes will be discussed at the progress meetings, proposed amendments to the original design will be forwarded to the Principal Designer for comment.

2 (f) Selection and Control of Sub-contractors:

All sub-contractors appointed by Envirosips are required to meet a basic level of competency in Health & Safety. Sub-contractors are required to provide evidence of competency to the company prior to the placing of orders. The minimum criteria which each sub-contractor must satisfy is as follows, a health & safety policy detailing the organization and arrangements for managing health & safety, a named company health & safety adviser, health & safety training and competency details of supervisory staff and operatives. This will be checked by our Health and Safety Consultants using competency assessment documentation.

All sub-contractors will be required to provide a safety method statement and risk assessment for their individual works packages, the documentation provided will be vetted and approved by the Contracts Manager in conjunction with our Health & Safety Advisers. Work methods will be monitored by the Site Manager / Contracts Supervisor in accordance with the safety method statements which have been provided by the respective sub-contractors. Further monitoring of sub-contractor activities will be carried out by Salus Services Ltd during the site health, safety and environmental inspections.

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2 (g) Exchange of Health & Safety Information with Sub-contractors:

Where necessary sub-contractors will be required to attend bespoke meetings with the Contracts Manager / Contracts Supervisor to resolve significant health & safety issues connected with the project. Information may also be provided by memo on the site notice board and / or individual letters to respective sub-contractors. Design issues will normally be addressed at the progress meetings.

2 (h) Site Security:

Envirosips will ensure that the site, and the works being carried out are secured and suitable means of segregation between the public, tenants / users of the building and road users.

All contractor's employees are to wear corporate clothing.

Envirosips site offices and welfare will be located in a rented space under Tesco Express off Church Street. The site compound will be established on scaffold crash decks (up off street level) and locked when unoccupied. Refer to layout drawings below.

CCTV is installed at the premises with additional temporary security cameras installed on the access scaffolding.

Envirosips will ensure that access/egress is not compromised or the security of the property when removing or disabling any Door Intercom Systems.



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2 (i) Induction & "On Site" Training:

Prior to entering the work site all personnel and visitors will receive a health, safety and environmental induction. "On site" task specific health & safety training will be provided to operatives as required, when necessary, tool box talks will be used as a tool to continuously promote a positive safety culture and will be periodically given to all site operatives and sub-contractors by the site supervision.

An induction checklist shall be used to facilitate this arrangement. Such information shall include:-

- method statement details;
- risk assessment details;
- relevant parts of the H&S Plan;
- project specific awareness training;
- details on statutory notices;
- emergency procedures etc.

Construction workers shall register their acceptance of this information by signing the appropriate parts of the documentation.

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2 (j) Welfare & First Aid Arrangements:

In line with the requirements of the Construction (Design & Management) Regulations 2015 Schedule 2, existing welfare facilities will be utilised in the building and located in rented office space under the Tesco Express store.

Envirosips will be responsible for providing rest and welfare facilities for staff during the course of the works.

Facilities will be checked to ensure provision of the following:-

- Mess room or designated place for breaks
- Sanitary conveniences
- Washing facilities including hot and cold water, soap, towels.
- Drinking water
- Facilities to allow operatives to rest which is free from contamination.

Regular cleaning of the facilities will be ensured.

The **First Aider** for this project will be **identified during the induction and will** hold an appropriate first aid qualification. They will be easily identifiable on site supported by other first aiders who hold appointed person certificates. A mobile telephone shall be made available to the site personnel throughout the project for emergency communications. Powder fire extinguishers shall be available in the office/storage units and details of the nearest hospital shall be posted in the site office.

It is the First Aider's responsibility to nominate cover should for any reason he be required to leave site.

Local Hospital Details

In the event of an emergency taking place where the nature of the accident requires hospital treatment but contact with the emergency services would be unwarranted, the casualty will be taken as quickly as possible to the *Accident and Emergency Department* at: -

Address:

Oxford Road, Manchester, M13 9WL

Tel: 0161 276 1234

This is indicated as 2.7 miles from site with a car journey time of approximately 14 minutes (see Appendix 4).

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2 (k) Accident Reporting / Investigations:

All accidents will be reported to the Contracts Supervisor and recorded in the site accident book together with the completion of the company accident reporting / Investigation form. Minor accidents and injuries will be investigated by the Contracts Supervisor and recorded on the company accident / investigation form and forwarded to head office.

Major accidents and injuries will be reported in the first instance to the Project Manager, the Client's Representative, to the HSE by telephone, and then to Salus Services who when required, will carry out a thorough investigation. All major accidents, over seven day injuries and dangerous occurrences will be reported in compliance with RIDDOR. All major injuries and dangerous occurrences will also be reported to the Principal Designer, incidents will be discussed at the weekly progress meetings.

2 (l) Risk Assessments & Safety Method Statements:

Foreseeable Hazards & Issues

- Interaction between residents, visitors and contractors
- Dust and fumes
- Noise
- Vibration
- Asbestos Containing Materials (potential)
- Compromised escape routes
- Services & Utilities
- Work at height
- Hot Work
- Parking, Traffic Management and off-loading of materials
- Manual Handling
- Gas and electric – Safe Isolation
- Fire Safety Management – General Fire Precautions & Process Fire Precautions
- Fire Risk Assessment for external works
- Scaffolding
- Wind gusts and tunneling
- Manual Handling
- Falling Objects
- No edge collective protection at flat roof area
- Adjacent businesses
- Occupied apartments
- Busy city centre pedestrian and traffic route
- Removal and replacement sequence
- Hazardous materials, products and substances

All site activities where significant risks have been highlighted will require a formal written risk assessment to be prepared. Work tasks that may involve a high risk activity will require a formal written safety method statement that will require approval from the Contract Manager prior to the commencement of the work. All project safety method statements and risk assessments will be filed in the Site File, the information will be made available for anyone to consult these documents.

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2 (m) Sequence of Assembly/Works:

A logical sequence of setting out and then construction work for the phases of the project shall be compiled in line with the overall proposed Programme of work. Certain activities can run concurrently and will be detailed on the Programme. No simultaneous activities, which present a hazardous situation to construction workers or others affected by the works, shall be arranged.

Should delays occur due to material delivery and other similar instances, the works shall be sequenced to ensure the safe execution of works and this will be formalized within site review meetings.

2 (n) Site Rules:

Refer to the appendices for a copy of the site rules, the site rules will be explained to the operatives during the pre-start induction session, a copy of the rules will also be displayed on the site notice board. Sub-contractors will be issued with a copy during the pre-start safety meeting with the individual sub-contractor company.

All above rules and those included within Section 9 of the Project Health & Safety Plan will be adhered to by Envirosips Contracts and all sub-contractors.

The Client's 'House Rules & Emergency Procedures' in Appendix 2 shall also be adhered to at all times.

2 (o) Fire and Emergency Evacuation Procedure:

Refer to Appendices 1 & 2 for fire precautions and emergency procedures to be adopted during the works.

The Building's site fire and emergency procedure will be explained to the operatives during the pre-start induction session, a copy of the procedure will also be displayed on the site notice board and around the work area as appropriate.

No Hot Works are required.

All means of escape from the existing building(s) will remain free of obstruction at all times. NB: scaffold will be erected to ensure safe means of egress will be maintained.

Envirosips site management will ensure that we:

- DO NOT BLOCK, INHIBIT, OBSTRUCT or COMPROMISE any fire escape routes, final exit doors, routes leading to a place of safety or emergency services access.
- DO NOT BLOCK, COVER, OBSTRUCT or COMPROMISE the Dry Riser Inlets and allow sufficient operating space for the attendance of fire tenders in the event of an emergency.
- DO NOT BLOCK, COVER or OBSCURE any externally located extract vents, gas pipes, stores, bin stores, plant rooms, meter rooms etc.
- DO NOT COVER or OBSCURE or place any plant, machinery or equipment over fire hydrants, drainage covers, manholes, stop cocks, telecoms covers, lightning rods etc.
- DO NOT COVER or OBSCURE externally mounted visual strobe alarm beacons at ground floor stores/bin stores.

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3. Arrangements for Controlling Significant Site Risks

3 (a) Safety Risks:

3 (a)(i) Temporary Works:

Envirosips are committed to the effective management of risks associated with Temporary Works (TW). In the past other companies have suffered many examples of failures and collapses of TW. Causes include the incompetence of the personnel involved, a lack of reliable processes and failure of the products and materials being used. A subsequent Code of Practice BS5975:2008 particularly addresses these issues and various items of legislation can also be applied to TW. One of the main regulations affecting the work is the Construction (Design and Management) Regulations 2015. Envirosips will follow the guidance and comply with the related legislation through the following actions:

- Determine, understand and meet applicable statutory and regulatory requirements.
- Designate individuals involved with TW to implement and maintain a procedure for the control of hazards.
- Where acting as a Principal Contractor, we will appoint a designated individual / company who will be appointed as a Temporary Works Coordinator (TWC) who will be responsible for the implementation of TW procedures.
- Where necessary a Temporary Works Supervisor (TWS) will be appointed to assist the TWC. The TWS will be aware of the role and limits of authority.
- A Temporary Works Register / Schedule will be used to plan, monitor and record each element of TW.
- Each TW element will be designed taking into account all documents, site details and other information available (the design brief).
- The resulting design will be checked with the level of independence of the checker reflecting the level of risk involved.
- A method statement and accompanying risk assessments including an inspection regime will be written for each TW.
- Once the TWC has approved the design, the TW will be inspected to ensure compliance with the design before the relevant permit to use (if required) is issued by the TWC.
- Whilst in use, the TW will be inspected according to a pre-determined schedule complying with statutory regulations.
- Any changes to the structure required during use will need to be referred back to the Designer for their inspection and approval as in the stages above.
- During dismantling TW can become unstable, so the TWC should ensure that an approved method and sequence is to be followed.

3 (a)(ii) Prevention of falls:

All works at height will be in adherence to the Working at Height Regulations 2005. Any area within the work site which is a potential location where a person may fall will be suitably cordoned off to prevent access into the area.

Work at height access equipment (Independent Scaffold and Cradles) will be installed by competent contractors with appropriate handover certification being available prior to access commencing.

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Consideration has and will also be given to wind speeds and in particular at the front elevation of the building where a tunnelling effect may be experienced due to the proximity of adjacent buildings.

Independent Scaffolding

Independent scaffolding will be erected to provide safe access and egress to the work areas and provide a crash deck protection from falling objects at height to persons below the works.

Scaffold will be erected around the building as indicated on Layout Drawings and a Scaffold Handover Certificate will be provided. The design of the scaffold will fall outside the scope of a TG20 Compliance Sheet and an Approved Design will be in place.

Regular statutory inspections of the scaffolding shall take place at least every 7 days or after any event likely to have affected the scaffold's stability and recorded in the scaffold register. The scaffold tag system insert will also be updated to record the inspection.

3 (a)(iii) Services Water, Electricity & Gas including temporary electrical installation:

Envirosips will utilise power available from the subject building for power supplies for site activities.

No work is envisaged to interrupt services – however operatives will remain vigilant.

Above ground services are obvious and require protecting if works extend to areas where these are present.

The statutory undertakers and client shall be informed immediately of any damage to services.

Envirosips will take all reasonable steps to ensure that the continuous supply of services is maintained at all times. If any of the works are likely to affect the continuous supply of services either our client or any of the other demised areas, then the contractor must seek approval from the project managers before doing so and provide temporary lighting as required (refer to Pre-Construction Information for network operators details).

3 (a)(iv) Maintenance of Plant & Equipment:

All plant, equipment and tools brought onto site must be properly selected and maintained in compliance with PUWER.

Site Supervision will ensure that those employees who have the authority to do so, and who are sufficiently trained and competent in the handling/operation of the particular machine only operate plant or equipment.

All tools, equipment, plant and machinery will only be allowed to be used if the relevant current Testing Certificate is available for verification.

Any equipment that doesn't have a relevant current Testing Certificate and/or is defective is to be reported immediately to supervision who shall arrange repair or replacement.

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All mechanical lifting devices must have the relevant test & inspection certification. All electrical plant, tools and equipment must be well maintained and tested.

Access equipment such as scaffolding must be in good condition and have been inspected for defects prior to its arrival to site. Tools, plant and equipment will be subject to spot checks for condition, maintenance certification by the Contracts Supervisor and / or during site safety inspections by Salus Services Ltd.

3 (a)(v) Ground Conditions:

Not applicable due to the work activities being undertaken by Envirosips.

The installation of the access scaffolding has been conducted in consideration of the ground conditions underneath supporting standards.

3 (a)(vi) Traffic Routes / Pedestrian Access / Materials Deliveries / Removal:

Access to the working areas will be via a haki staircase to flat roof area and then onto further independent scaffolding and cradles.

All roads in the vicinity of the works areas are busy at all times with cars, vans and building users, businesses and members of the public moving about during the week.

Reversing of vehicles should be avoided wherever possible and a banksman must be in attendance during all site vehicle manoeuvring.

3 (a)(vii) Material Delivery:

Materials will be brought to the site and delivered straight to one of the secured work areas and at all times a banksman will be provided during the delivery of materials. All materials will be removed by the same egress route and a banksman will oversee removal of debris at all times.

Envirosips will look to construct 2 x goods hoists as indicated on the Layout Drawings to load out on the flat roof areas and for subsequent movement to working areas.

Where necessary for health and safety reasons, materials shall be off loaded close the works to minimise manual handling. All materials will be unloaded and stored in line with the suppliers/manufacturers instructions, and will not be stored such that they present a hazard to the public or construction workers/ site personnel.

To help reduce risks associated with storage of materials due to the lack of space, all materials shall be ordered via a 'just in time' approach.

The storage areas will be maintained in a clean and tidy condition at all times and left in a secure state when unattended. All plant and equipment shall be safely parked in suitable areas within the site.

No unloading, setting down or storage will be allowed to block access by other users to the building.

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3 (a)(viii) Storage of Hazardous Substances:

All hazardous substances will be kept in marked containers, when not in use they are to be kept in an appropriate secure area.

3 (a)(ix) Site Specific Risks:

While every effort will be made to ensure that the building's / occupant's activities can continue uninterrupted, the safety of all personnel is paramount. Envirosips will liaise with the Building Representatives via the Contracts Supervisor to avoid any overlap of activities, which could endanger members of the public and tenants.

Where specialist sub-contractors are used, they will provide their own site specific method statement and risk assessments for their element of the works, this will be reviewed and verified by Envirosips prior to their works commencing on site.

- **Buildings to remain in use throughout the works**

External works will be discharged so as not to interrupt or create a hazard for the building users or members of the public.

Accesses must be segregated from operatives, building users and pedestrians at all times.

Protection of public and employer's staff during the duration of the works

Refer to section 2(h).

- **Fire prevention, safety and maintenance of escape routes**

Refer to Emergency Plans in Appendix 2 and separate Site Fire Risk Assessment.

In compiling this CPHSP, Envirosips has considered the HSE's October 2018 document (attached with the PCI) *Manging fire risk during cladding and insulation removal and replacement on tall buildings* – guidance for inspectors, as an aide memoir when planning the sequence of works.

This HSE document supplements the guidance in Fire in construction HSG:168 by detailing the factors clients, designers and contractors should consider in relation to the removal and replacement of such external wall insulation and cladding systems to control fire risks during construction work.

Envirosips will commence removal of existing flammable cladding work from the upper part of the building downwards where practicable. NB: works are to commence within the balcony areas first and will be phased to ensure materials are removed and replaced immediately. This way any fire occurring as a result of the work will have its spread prevented or minimised.

Site management will ensure flammable materials are removed away from the building as they are stripped and are not stored on scaffolding or in the building.

Sources of ignition should be eliminated so far as reasonably practicable. All projects should be no-smoking and this needs to be strictly enforced, other than in designated smoking areas.

A wireless fire detection and warning system will be installed prior to works commencing.

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- **Vibration, dust noise, manual handling and flying debris**

Vibration exposure levels will be monitored should action levels be likely to be exceeded. PPE will be selected to ensure protection from dust, flying debris, manual handling, noise and vibration. Refer to section 3(b)(iv)(v) and risk assessments.

- **Working at height – internal and external works**

All working at height will be in accordance to the Work At Height Regulations.

- **Access to and egress from site for deliveries of materials and equipment**

Refer to section 3 (a)(v).

Also refer to Appendix 5 where Envirosips have produced a robust Traffic Management Plan, identifying, site set-up, material lay-down areas, traffic routes, expected JIT deliveries and collections and ensure that, so far as is reasonably practicable that, pedestrians are separated from site traffic movement and that a competent Vehicle Banksman is deployed to control the traffic movements.

- **Working with contamination**

All operatives on site to be made aware of the health hazards and the requirement to wear appropriate PPE to ensure all exposed skin is protected and good hygiene practices are followed.

- **Contact with existing services**

Refer to section 3(a)(i).

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3 (b) Health Risks:

3 (b)(i) Asbestos:

Refer to Section 1 (e)

- 1. If suspect materials are identified or uncovered disturbance works must stop immediately and advice sought on any temporary encapsulation that may be provided.**
2. Envirosips will notify the project manager so that they can arrange for a UKAS accredited company to carry out a full refurbishment survey on the suspect materials.
3. Works may not resume until the results from the Asbestos Survey Company confirm that the materials are declared asbestos free.
4. If materials contain asbestos works may not proceed until removal works are carried out by licensed (if required) asbestos removal contractors and asbestos free certification is issued.
5. If Asbestos materials are discovered during the early stages of work, a meeting will be called to discuss the revised Asbestos Strategy for the completion of the project.

Should any potential Asbestos containing materials be discovered, the following procedure will apply to the operatives concerned:

1. Stop work immediately.
2. Ensure that the area is cleared and no one is permitted to enter the area.
3. Keep everyone out!
4. Ensure that the issue is reported immediately to the works supervisor.
5. Ensure the possibility of contamination spreading is minimized.
6. Keep exposure as low as possible.
7. Warning signs shall be displayed to notify persons of the possible contaminated area.
8. Clean up contamination.
9. If there is contamination on clothes
10. All operatives to ensure RPE is worn and wipe down contamination with damp rags.
11. Dispose rags as asbestos waste
12. Ensure a record is kept of the event.

3 (b)(ii) Hazardous Materials & Substances:

Materials and substances to be used on the project are those normally used in these types of work methods, all materials / substance used will require an accompanying MSDS information and COSHH assessment, this information will be available for inspection in the "Site File".

3 (b)(iii) Manual Handling:

Where necessary manual handling assessments will to be produced, mechanical means will be the first option for use when transferring materials around site.

3 (b)(iv) Noise & Vibration:

Where possible noise will be kept to a minimum level by use of noise suppressing equipment on tools and machinery and also by care full selection of machine type and work method used. Refer to Risk Assessments.

Construction Phase Health & Safety Plan

3 (b)(v) Dust:

Envirosips will ensure that the generation of dust is kept to a minimum by the use of dust suppression methods and the installation of sealed screens around the working area to reduce the spread of dust and damping down where appropriate.

3 (c) Environmental Risks:

There are no significant environmental risks associated with the project, other than everyday environmental issues associated with this type of construction work.

Adherence to the Control of Hazardous Waste Regulations 2005 will be conducted on site.

Waste streams will be segregated where practicable and shall be removed and deposited on authorised tips. Materials shall be removed from site via skips or securely stored away from the building.

Throughout the project Envirosips will adhere and enforce compliance with all their contractors, Section 85 of the Water Resources Act 1991, where it is an offence to discharge poisonous, noxious or polluting materials, into any "Controlled Waters", either deliberately or accidentally.

Measures will be put in place to ensure:

- All fuel and 'wet' chemical storage, on site, will be sited on an impervious base within a bund and secured;
- Filling and refuelling will be strictly controlled and together with any fuel storage containers will be confined to a location remote from any watercourse or drain;
- Leaking or empty drums/containers will be removed from site;
- The contents of any container will be clearly marked on the it;

If a polluting discharge should occur, the material will be contained and the nearest Environment Agency office will be notified immediately.

4. The Health & Safety File

Information for the Project H&S File is to be collated by Envirosips as the Principal Contractor and forwarded to the Principal Designer prior to practical completion of the project.

Such information shall consist of but not be restricted to the information highlighted in the Pre-Construction Information.

Construction Phase Health & Safety Plan**APPENDIX 1****ENVIROSIPS****SITE SAFETY RULES**

- All personnel working on site must have attended the pre-start Health & Safety induction.
- Safety helmets, Hi-Viz and safety footwear must be worn at all times whilst on site.
- Eye and hearing protection must be worn when instructed or as dictated by method statements/risk assessments. Look after it and report any losses or damage to site supervision.
- Use only authorised access routes to your place of work.
- Do not start work in any area until safe access has been provided.
- Keep out of any designated "no go" areas.
- Do not work in any area with a fall from height risk, unless adequate guarding or harness fixed to an appropriate anchor point is provided.
- Only authorised, trained persons are permitted to operate plant.
- All work areas are to be cleared of debris/run off regularly.
- Do not abuse the toilet and welfare facilities keep them clean. Wash your hands before meal breaks.
- No drugs or alcohol allowed on site.
- No smoking allowed except in a designated smoking area.
- Report all accidents and injuries to the site supervisor.
- You have responsibilities, under Health & Safety Legislation, as follows:-
 - Act safely yourself
 - Do not put others at risk by your acts (horseplay) or omissions
 - Co-operate with Site Management in the interest of safety
 - Do not interfere with anything provided in the interests of Health & Safety
 - Report any condition which is unsafe

IF IN DOUBT ABOUT ANY ASPECT OF SAFETY ON SITE, ASK THE SITE SUPERVISION

Construction Phase Health & Safety Plan

APPENDIX 2

ENVIROSIPS

SITE FIRE / EMERGENCY EVACUATION PLAN

Arrangements for Fire / Emergency on this site are as follows:

The procedure for raising the alarm is:-

1. The alarm will be raised by using an 'air horn' or by the shout of 'FIRE'.

ALL EMPLOYEES AND VISITORS MUST SIGN IN AND OUT ON ARRIVAL AT SITE, THIS REGISTER WILL BE USED TO ACCOUNT FOR ALL PERSONS ON SITE IN THE EVENT OF AN EMERGENCY. ROLL CALL TO BE TAKEN BY SITE SUPERVISION OR NOMINEE

Action required in the event of a Fire or Emergency.

1. The person discovering the fire will raise the alarm as above then contact the Site Supervisor, or Nominee, who will be responsible for contacting the Emergency Services.
2. Fire Extinguishers are provided to aid your evacuation, if you intend to attack a small fire with an appliance then you must try to tell another person of your action, otherwise leave the building by the nearest exit.
3. Ensure all doors are closed behind you, turn off any electricity supplies or gas bottles, but only if it is safe to do so.
4. The Site Supervisor is responsible for contacting the Emergency Services by dialing **999** from his mobile phone
5. Give the location of the incident and brief description of the problem.
6. All persons will meet at the **Assembly Point** - and await the Roll Call.
7. No persons shall be allowed back into the building(s) without the permission of the Site Supervisor or the Fire Officer in charge.
8. The Site Supervisor will inform the Fire Officer if ALL persons have been accounted for.
9. The Site Supervisor will advise the Fire Officer of all hazardous materials in the building(s) or on the site complex.
10. In case of a fire and/ or an emergency the site entrance, and access roadways around the building(s) must be kept clear to allow access by the Emergency vehicles.

If you discover a Fire Sound the Alarm

Construction Phase Health & Safety Plan

ENVIROSIPS - THE LIGHTHOUSE BUILDING EMERGENCY EVACUATION PLAN

Site Fire Emergency Plan – Pall Mall House, Manchester	
Principal Contractor	ESL Group – Envirosips Site Manager: Paul Williams – 07393 406690 Also: Bruce Hamer – 07966 931653
Management Company	The Lighthouse (Manchester) Management Company
Managing Agents	Urbanbubble: Stewart Prescott - Property Manager Tel: 07733 899530
Building Manager	Tamara Gifford Tel: 07854 486785
In the event of Fire	Action
How people will be warned if there is a fire.	Construction Site – site supervision to undertake monitoring through the works areas with 3 X RF EVACUATOR SYNERGY RF CALL POINT SITE ALARM INCORPORATING A LOUD 110DB SOUNDER LINKED TO THE SITE OFFICE. Envirosips Site Manager to report the alarm immediately to Building Manager (Contact: Tamara Gifford – 07854 486785) via mobile phone to enable Urbanbubble’s Fire Emergency Plan to be enacted. Existing Premises - Ceiling mounted alarms should be fitted within each flat and the residents should check that a suitable working smoke alarm is fitted. Additionally, site supervision and security are provided on site and as part of this; frequent checks will be made of the building to ensure it remains safe.
If a fire breaks out on site	Verbally raise the alarm by shouting “FIRE, FIRE, FIRE “ and PRESS THE NEAREST RF CALL POINT in the working area. Warn all persons within the working area and leave together. Where possible Isolate any appliances in use. Do not attempt to put out the fire. Do not put yourself at risk. If working on the roof, do Not use the Lift, use the premises stairwells. Exit the working area by using the walkways and move to the safe assembly area near the Food Market on Church Street. Call the fire service. (999 OR 112). Envirosips Site Manager to make contact with the Building Manager to raise the building’s alarm, (if not contactable) the Site Manager to gain entry to Pall Mall House and raise the alarm via the fire panel.
If you see or hear of a fire in another part of the building	Follow the same procedures as above.

Construction Phase Health & Safety Plan

Hearing the alarm (relevant persons who may be elsewhere in the building i.e. on the roof)	Evacuate the building immediately by using the scaffold access staircase in the first instance; if blocked use the alternative building stairwells via access door on Level 6, do Not use the Lift. If you have other contractors with you, instruct them to follow you. Leave the building by the nearest available exit and move to the safe assembly area near the Food Market on Church Street.
How will the emergency services be notified and who is responsible	The Managing Agents - Urbanbubble Security will dial 999 or 112 after being notified by Envirosips Site Manager. When the operator answers, give your telephone number and ask for FIRE. When the fire service replies give the address where the fire is. Do not end the call until the fire service has repeated the address correctly. Pall Mall House, 18 Church Street, Manchester, M4 1PN
Arrangements for the safe evacuation of people identified as being especially at risk	Details of any individuals with special needs should be kept by the Envirosips Site Manager for easy identification by the emergency services.
Plans to deal with persons once they have left the premises	All evacuated personnel should remain at the assembly point away from the premises and work areas No individual should re-enter the construction site or building for any reason until they have been instructed to do so.
Assembly Point	The assembly point for evacuated personnel should be at the near the Food Market on Church Street and carry out a roll call – refer to site plan drawing.

REHEARSAL

The call point alarms (RF Evacuator Alarm) will be tested and fire drills practiced as required.

REVISIONS

The Fire Safety Coordinator should note any items which require action and discuss them with the clients representative and the H&S Advisers. All revisions will be dated.

Construction Phase Health & Safety Plan

THE LIGHTHOUSE BUILDING HOUSE RULES & EMERGENCY PROCEDURES

LIGHTHOUSE, 3 JOINER STREET, MANCHESTER, M4 1PP

HOUSE RULES & EMERGENCY PROCEDURES - EXTERNAL WORKS

ACCESS & SECURITY:

- Access to site for internal works is via Church Street Aparthotel, 20 Church Street, Manchester, M4 1PN
- If you need access to site plant (i.e. electric supply) or building manager's assistance to site, please contact Tamara Gifford (07854486785 / tamara@capitalclimb.co.uk) to make an appointment PRIOR to arrival.
- Everyone must sign in/out when entering and leaving site each day. Sign in logbook is located within the ESL site office (16 Church Street, Mcr, M4 1PN). If no site office then sign-in logbook will be at the Church Street Aparthotel reception desk.
- Anyone visiting or working on the site will require a site induction. Please contact the ESL Site Manager at the site office to arrange an appointment.
- All contractor teams will need to communicate with each other prior to accessing each other's site areas to ensure that the relevant inductions/rules of working/site conditions are met and site safety adhered to.
- Be security aware at all times. If you see something or someone suspicious report it to your site manager or the emergency services immediately.
- Ensure all doors (site access, hoist, scaffold, site office) and windows are closed and locked:
 - o At the end of shift
 - o At break times when you are not in the equipment/site
 - o Before locking up ensure that no-one is on the scaffold/hoist/work site.
- **NO KEYS are to be taken off site.** Please leave them with the Church Street Aparthotel Receptionist.
- No access to any apartments without prior written authorisation from the Lighthouse Building Manager

COVID-19:

- If you show symptoms of COVID please inform your manager immediately and **DO NOT** come into Lighthouse – **stay at home and self isolate.** Get tested as soon as possible.
- Please follow government guidance on Covid-19
- Wear face masks in enclosed areas where you cannot use the 2 m social distance rule
- Only 2 x people per lift to enable social distancing in the lift car (one on each side of the lift car)
- Do not share the lift with other guests or residents.
- If the lift is occupied, do not use – wait for the next empty available lift.
- Only share the lift with your work colleague who is part of your "work bubble"
- Wash your hands frequently with soap and water
- Avoid touching your face
- Please dispose of your waste (masks, gloves and other litter) responsibly (use refuse bins).

Construction Phase Health & Safety Plan

LIGHTHOUSE, 3 JOINER STREET, MANCHESTER, M4 1PP

HOUSE RULES & EMERGENCY PROCEDURES - EXTERNAL WORKS

FIRE:

FIRE ALARM TEST – Every Monday between 12:00 – 1:00 pm

Fire Alarm is a Phased Evacuation – Alarm will only sound on the fire floor, floor above and floor below. Fire Alarm is externally monitored 24/7.

Sounders installed in apartments and communal corridors on all levels (Basement - level 19). There are No external sounders.

IN THE EVENT OF A FIRE – see the attached Emergency Procedures and fire exit plans

- Do not use the lifts in the event of a fire.
- There is only one fire exit stairs located off the lift lobby on each level
- Fire/Emergency Meeting Point is at the Market Stalls on the corner of Church Street/Birchin Lane and High St.

SMOKING:

This is a **NO** smoking building.

- No smoking in the apartments or balconies
- No smoking in any communal areas or in the basement.

SMOKING AREAS:

- o Top of the car park ramp
- o Outside the building on the street – **AWAY** from main entrance doors.

Anyone caught smoking within the building will be asked to leave.

Do not throw any litter items from the balconies. Please ensure all waste is bagged and placed in the refuse bins (site office, within the compound).

LIFTS:

- Both lifts are passenger lifts with total weight limit of 510 kg (inc people and luggage).
- **DO NOT** hold lift doors open – this will cause the lift to break down
- Do not use lifts in the event of a fire.

WELFARE OFFICE/FACILITIES:

Contractors to provide welfare office/facilities for their teams.

PARKING:

There is no onsite parking but there are some NCP car parks within the area (Church St, Arndale, Rochdale Road, time restricted on street parking).

SCAFFOLDING:

High level security required on all scaffolding to prevent unauthorised access.

Contact details of emergency key holders are to be provided to Lighthouse Building Manager (Tamara Gifford) prior to the installation of any alarms, etc.

Land on Birchin Place is owned by freeholder of neighbouring building – No 1 The Birchin.

RAMS & PERMITS + LIABILITY INSURANCE:

RAMS, Hot Works Permits and copy of liability insurance are required for any works on Lighthouse. All documents to be given to Lighthouse Building Manager for approval **prior** to any works starting.

THE LIGHTHOUSE BUILDING EMERGENCY PROCEDURES FOR TENANTS**EMERGENCY PROCEDURES****IF FIRE BREAKS OUT IN YOUR APARTMENT**

Inform others present, if possible **CLOSE** all doors and windows to contain the fire and exit the apartment.

DO NOT open any balcony doors or windows to "vent the smoke"

DO NOT attempt to try to tackle the fire.

Occupiers of the apartment where the fire started should make their way out in a calm orderly fashion, via the nearest emergency escape route to a place of safety (Emergency Meeting Point).

Any disabled or elderly persons in the apartment may need help to escape.

Fire / Emergency Meeting Point:
Market Stalls on the corner of Church Street / Birchin Lane & High St

DO NOT use any lifts

DO NOT use the balcony.

Occupants of the apartment should then carry out a form of "roll call" to ensure that everybody (from their apartment) is accounted for.

Call the Fire Services

Dial **999** and ask for the Fire Service.

Give the operator the telephone number you are calling from.

State clearly the full address where the fire exists
(Apartment #, Floor #, Lighthouse, 3 Joiner Street, Manchester, M4 1PP)

DO NOT hang up until the address has been repeated back to you by the Fire Service

Once safely out **DO NOT** re-enter the property until the **FIRE OFFICER** instructs you to do so.

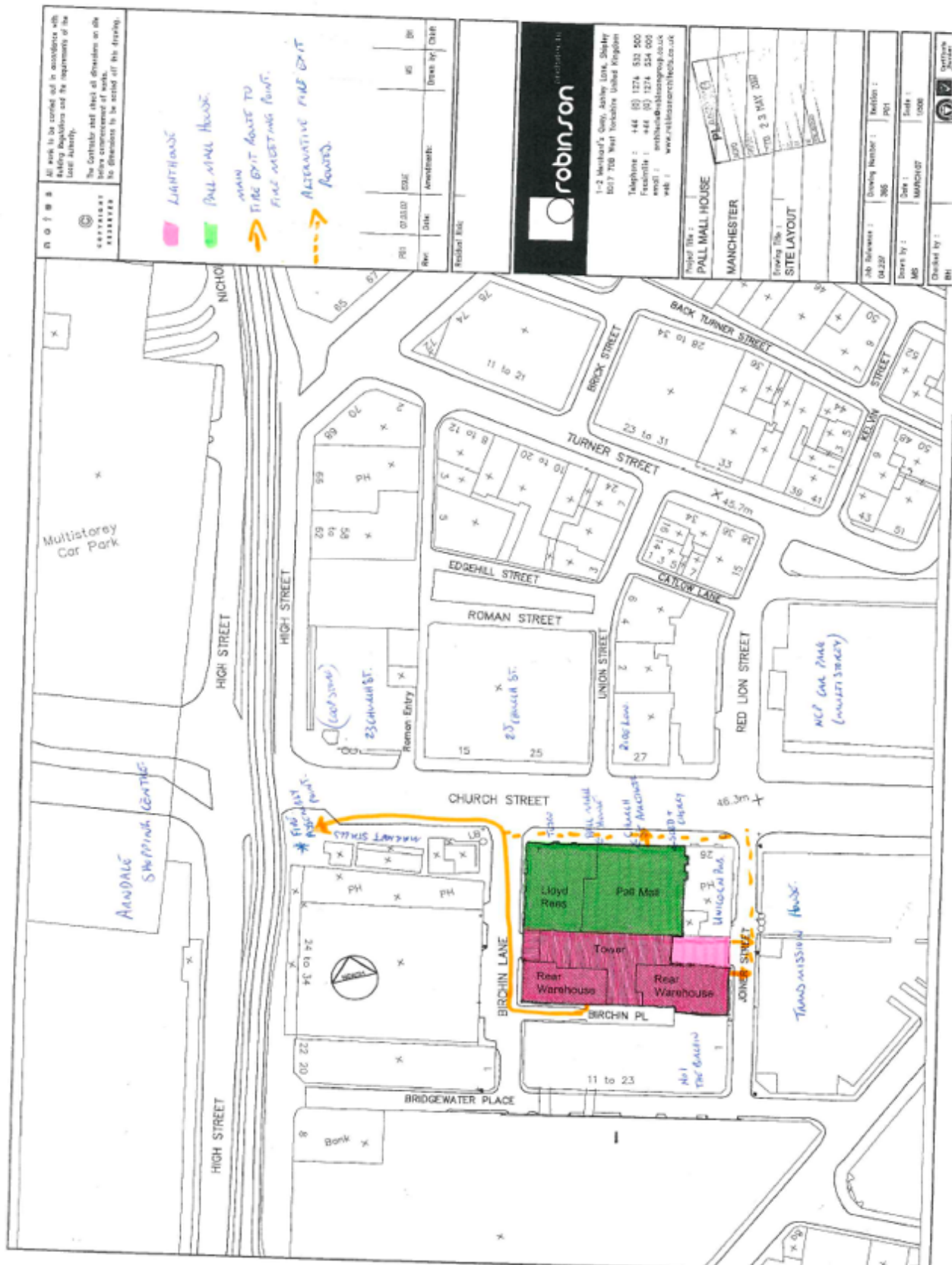
IF YOU ARE CUT OFF BY FIRE

Try to remain calm

Close the door nearest to the fire and use towels, sheets or other suitable materials to block any gaps around the door. This will help stop smoke from entering the room. If possible, go to the window, open it and shout for help. If your phone is working call the Fire Brigade.

If the room becomes smoke filled, go down to floor level. It will be easier to breathe as the smoke will rise upwards.

Construction Phase Health & Safety Plan



Construction Phase Health & Safety Plan

APPENDIX 3

METHOD STATEMENT & RISK ASSESSMENTS

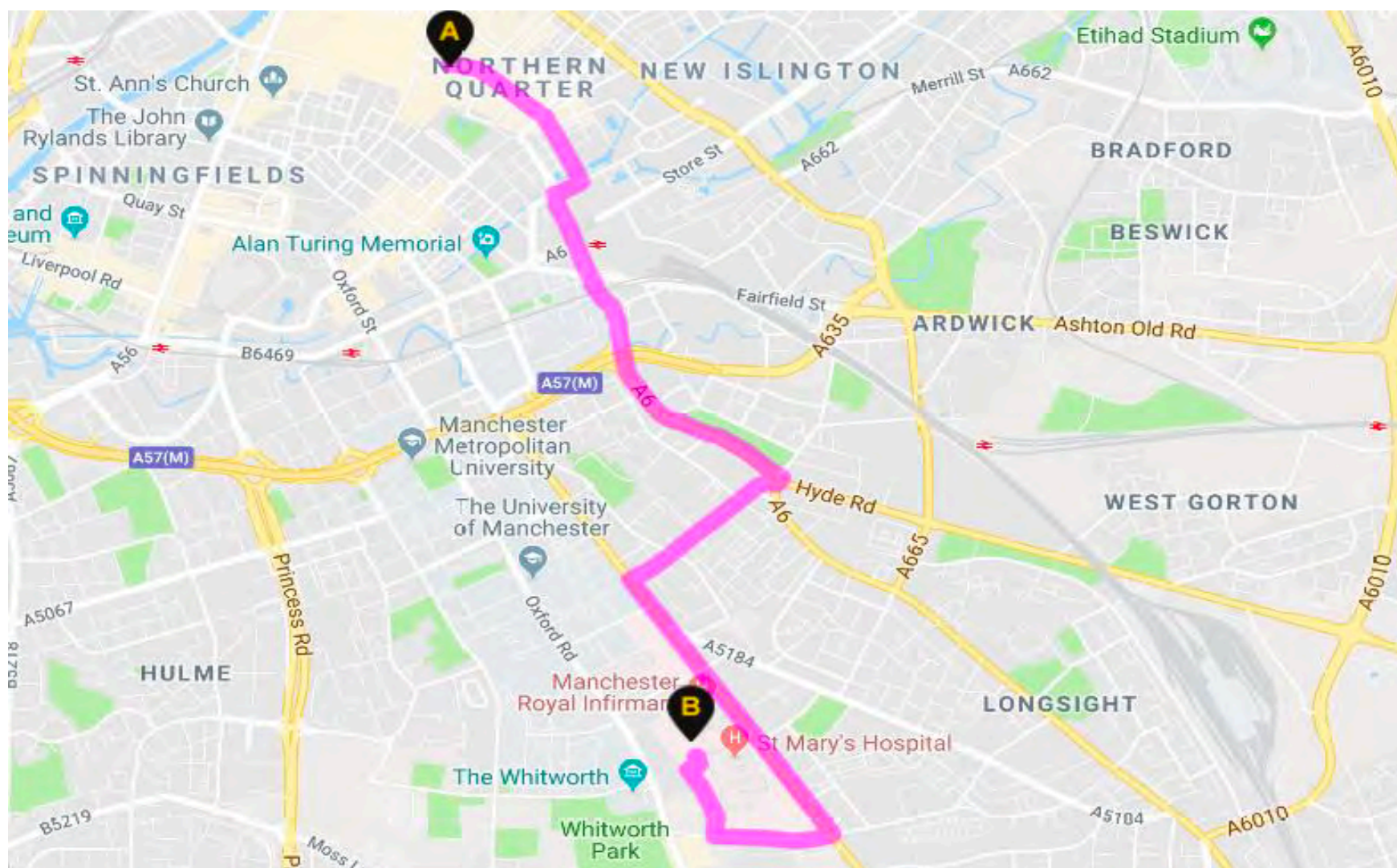
Risk Assessments associated with the following can be provided for review:

- Offices, welfare & storage
- Fire risk
- Materials storage
- Work in and around occupied premises
- Control of dust
- Hand arm vibration
- Noise
- Harmful substances – refer to individual COSHH assessments
- Manual handling
- Portable tools – use of portable electrical equipment
- Slips, trips and falls
- Work at height
- Work on scaffold
- Work in Cradles
- Use of hoist

Construction Phase Health & Safety Plan

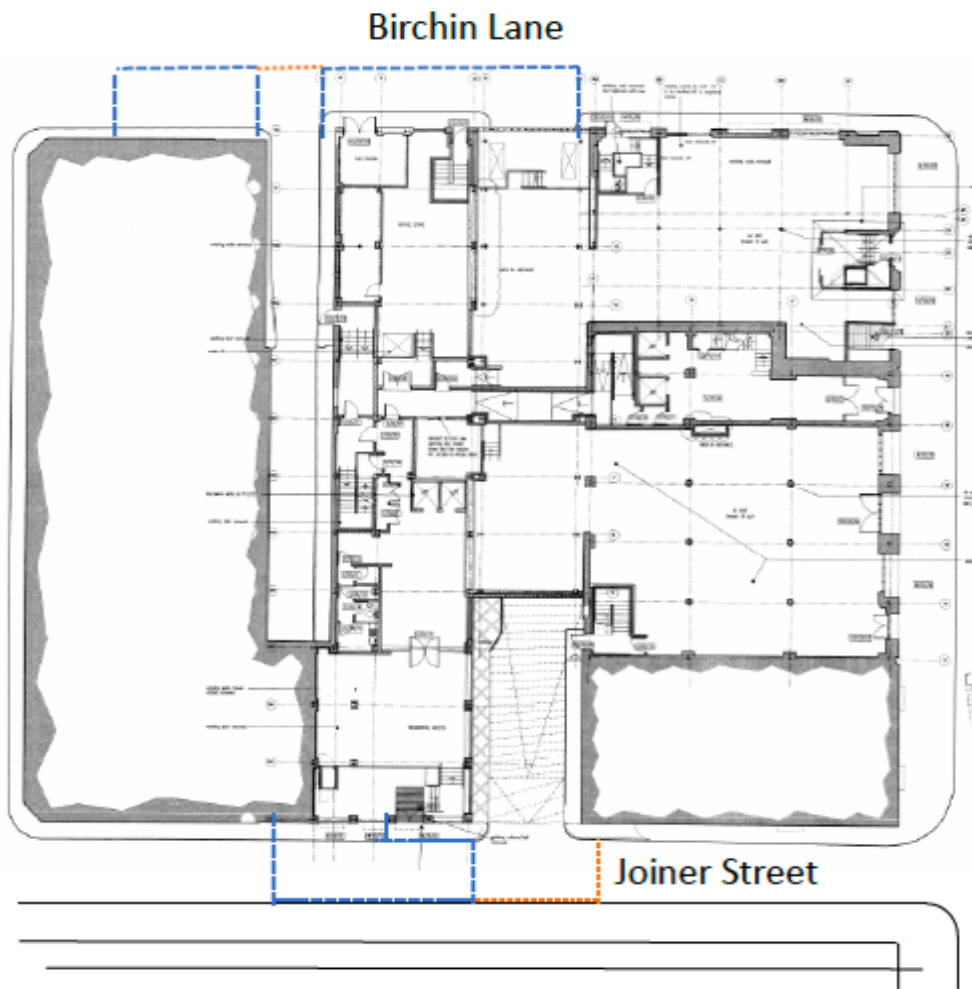
APPENDIX 4

Hospital Directions:



APPENDIX 5

SITE SET UP, STORAGE & ACCESS ARRANGEMENTS

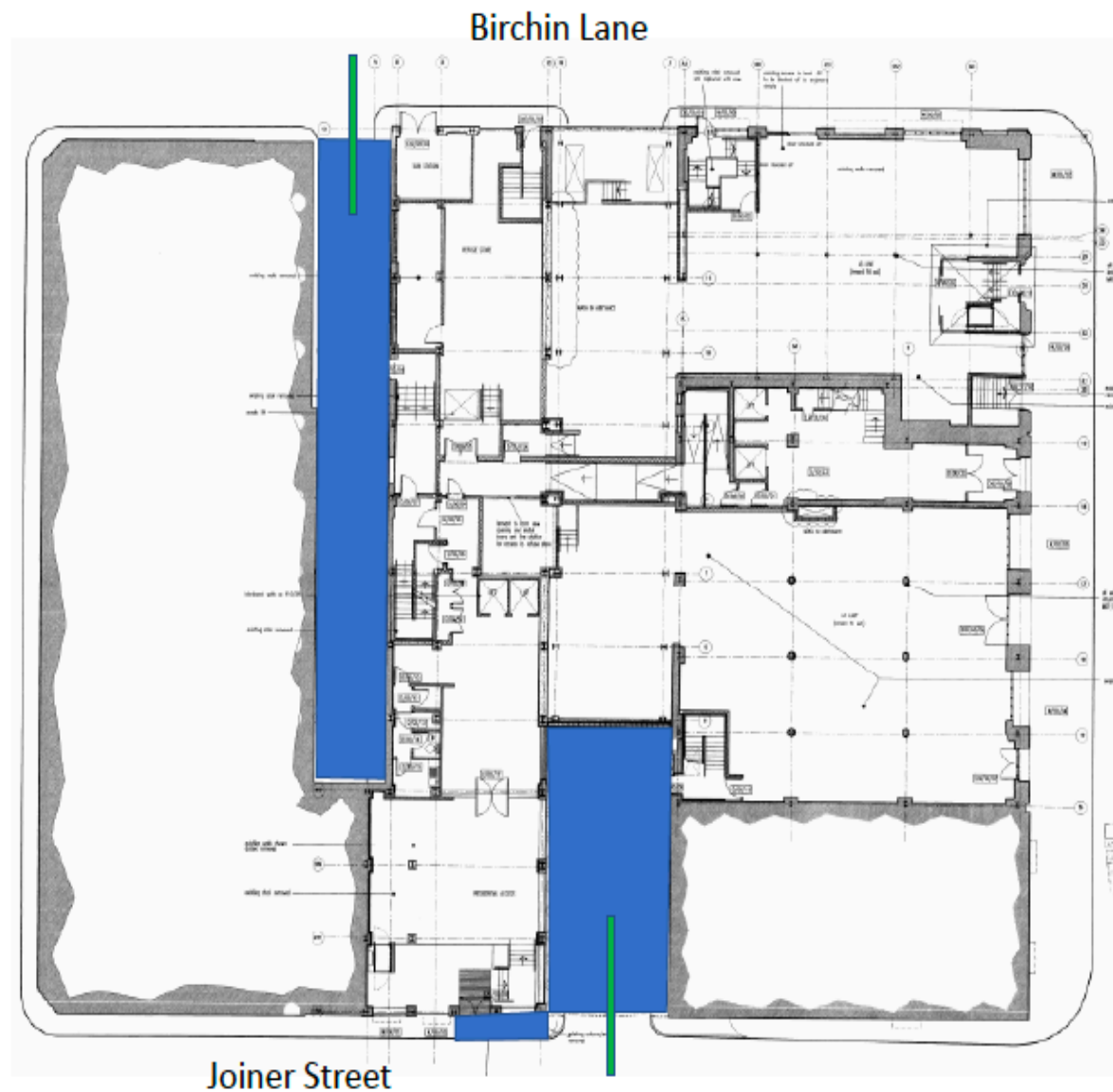


Potential Compound Areas

Subject to MCC Highways approval

- Area Fenced off
- Area temporary cordoned off when required and managed by banksman

Construction Phase Health & Safety Plan



Ground Floor Protection Decks
And Loading Platforms

All 3.5M – 4.5M above footpath
level



Protection deck locations



Lifting beam

Construction Phase Health & Safety Plan



Typical Layout

Level 5

-  Protection decks at level 0
-  Scaffold platform
-  Haki Staircase
-  Goods Hoist

Construction Phase Health & Safety Plan



Typical Layout

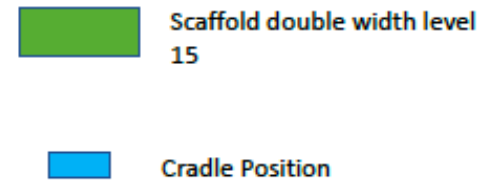
Level 10

- Protection decks at level 0
- Scaffold platform each floor
- Haki Staircase
- Goods Hoist
- Edge Protection
- Cradle Position

Construction Phase Health & Safety Plan



Typical Layout
Level 19



Construction Phase Health & Safety Plan



Typical Layout Joiner Street Elevation

-  Scaffold platforms
 - double width level 15
 - extended at level 9 and 10 to access roofs
-  Cradle positions
-  Protection Deck above GF level

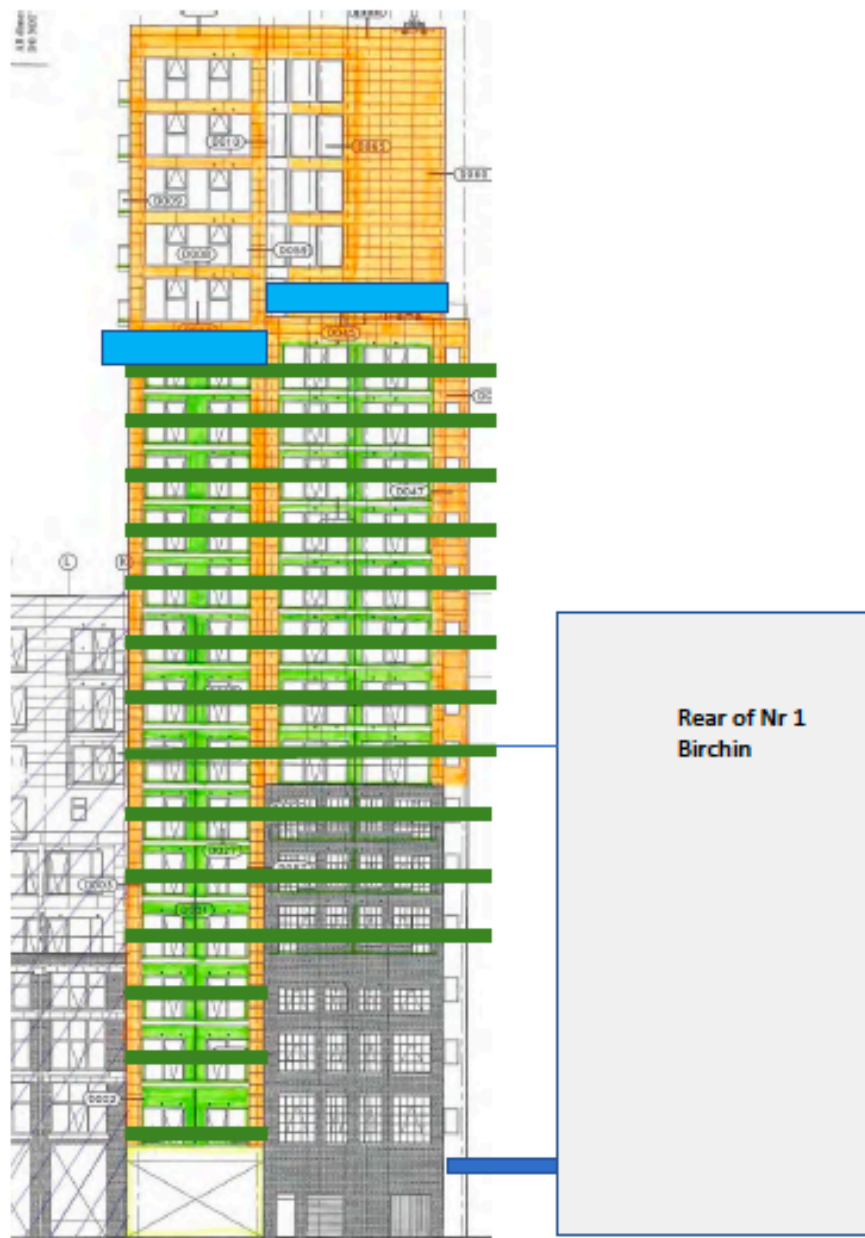
Construction Phase Health & Safety Plan



Typical Layout
Birchin Place Elevation

- Protection decks at level 0
- Scaffold platform each floor
- Haki Staircase
- Goods Hoist
- Cradle Position

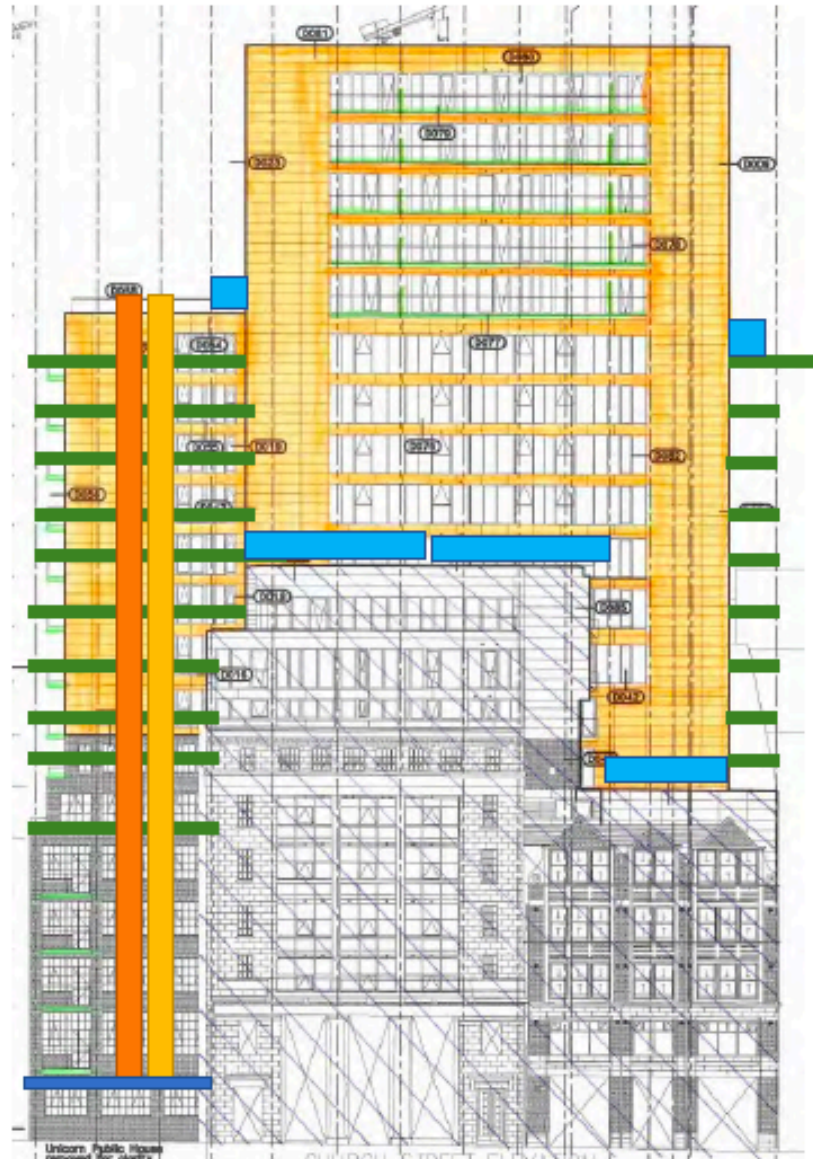
Construction Phase Health & Safety Plan



Typical Layout
Birchin Place Elevation

-  Protection decks at level 0
-  Scaffold platform each floor
-  Haki Staircase
-  Goods Hoist
-  Cradle Position

Construction Phase Health & Safety Plan



Typical Layout
Church Street Elevation

-  Protection decks at level 0
-  Scaffold platform each floor
-  Haki Staircase
-  Goods Hoist
-  Cradle Position