
HEALTH AND SAFETY PLAN (CONSTRUCTION PHASE)

S H O R T C O N S T R U C T I O N L T D

HOMES • PROPERTY • COMMERCIAL • DESIGN

**21 Didsbury Park
Didsbury
Manchester
M20 5LH**

16th February 2021



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Prepared by CDM Consulting Limited on behalf of Short Construction Limited

HEALTH AND SAFETY PLANS (CONSTRUCTION PHASE)

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INTRODUCTION

The object of this Construction Phase Plan is to develop the Information Pack supplied under the contract and show how we will manage the site and any exceptional features of design or the site that may affect Health, Safety and the Environment during construction. It will also show how we manage design changes communication routes when changes occur and communication with contractors.

The Construction plan will be reviewed and developed as the scheme progresses, but it is anticipated that most changes will be in our RAMS, COSHH and access arrangements.

Normal construction hazards and activities will all be dealt with in the RAMS and COSHH assessments to be developed as the site progresses.

The Duty Holders can find detailed information on their roles and responsibilities under the CDM Regulations on the HSE website <http://www.hse.gov.uk/construction/cdm/2015/index.htm>

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1.0 NATURE OF PROJECT

1.1 Contacts

1.1.1 Client

Mr. K & Mrs. V Hedges
21 Didsbury Park
Didsbury
Manchester M20 5LH

Contact: Kieran Hedges
Tel:
Mob: 07729 590 078
E-Mail: kieranhedges@hotmail.com

1.1.2 Principal Designer

Innov8 Development Solutions Ltd
The Soapworks
Salford Quays
Manchester
M5 3LZ

Contact: Stephen Dewberry
Tel: 0845 387 0139
Mob: 07507 042 089
E-mail: Stephen.dewberry@innov8ds.com

1.1.3 Principal Contractor

Short Construction Limited
Unit H2
Oak Green
Stanley Green Business Park
Cheadle
SK8 6QL

Contact: Adrian Short
Tel: 01625 541 302
Mob: 07793 413 180
E-Mail: enquiries@shortconstruction.co.uk

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1.1.4 Architect

Edmunds Architects
27 Grange Road
Sale
Cheshire
M33 6RZ

Contact Name: Mr Andrew Edmunds
Mob: 07980 898776
Email: mail@edmundsarchitects.com

1.1.5 Quantity Surveyor

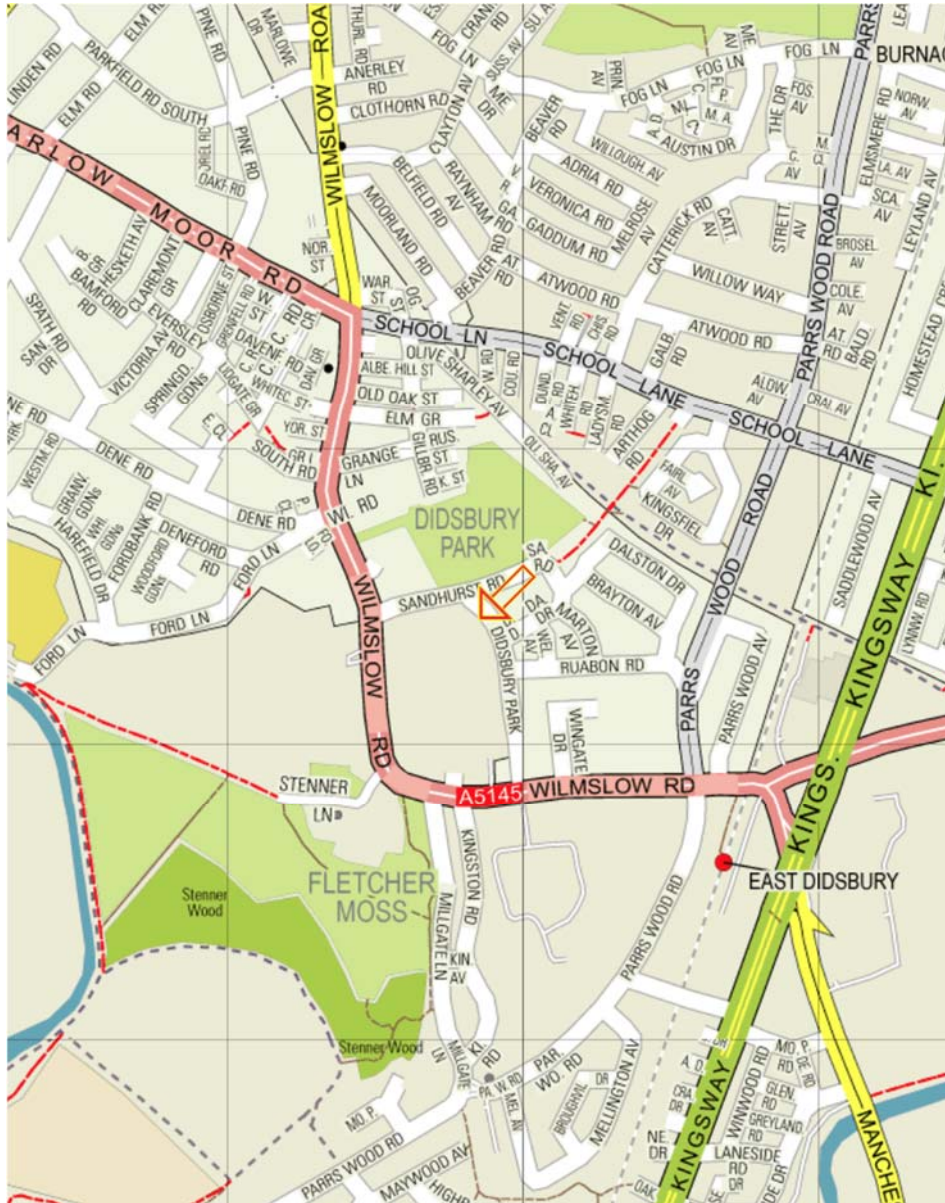
Gary Boyle Associates Ltd
248A Church Road
Manchester
M41 6HD

Contact Name: Mr Gary Boyle
Tel: 0161 747 7898
Mob: 07957 387 933
Email: garyboyle@gbaqs.co.uk

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1.2 Location

21 Didsbury Park
Didsbury
Manchester
M20 5LH



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1.3 General Information

- 1.3.1 The site is located in a residential area with houses to all sides and this section of Didsbury Park is a narrow road.
- 1.3.2 There is a large detached two storey residential property on the site with a double garage.
- 1.3.3 We are currently unaware of the state of services onto the site, but we will CAT scan all areas prior to excavation and gather information during the demolition.
- 1.3.4 The existing property is a two storey brick built structure with a double garage attached, the structure is built of brick with a traditional tile roof. Currently we have only carried out a superficial inspection of the property as it is still in use, when we have access we and the demolition contractor will carry out a full survey including an asbestos demolition survey and we will have all services isolated.

The demolition contractor will provide a full set of RAMS and disposal information for the materials along with waste transfer when demolition is completed.

- 1.3.5 The new properties will consist of two 3 storey properties with the third storey in the roof and also a basement under part of the property. Our works will consist of:-
- The basement will be of reinforced concrete construction with block inner skin and stud internal walls
 - Ground floor slabs to be a combination of concrete slabs on permanent steel shutters and concrete slabs
 - Upper areas will have brick block and clad outer walls and stud internal walls.
 - There will be a single garage for each property.
 - Hard and soft landscaping around the property.

1.4 Programme

- 1.4.1 It is proposed that the works will commence on 22/03/2020 with installation of site welfare and checks on site security. Anticipated duration of the works is 57 weeks.

1.5 Safety, Health and Welfare Objectives

- 1.5.1 To carry out the above listed works, within the contract timescale (or timescale tendered), to the design and specification set out in the contract documents, with due regard to the welfare of staff, and without putting at significant risk their health and safety, and that of others who may be affected by the contract, particularly the public.

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1.6 Notification of the Project

- 1.6.1** The project is notifiable and we await a copy of the F10 from the PD to allow us to display it on site.

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2.0 THE EXISTING ENVIRONMENT

2.1 Surrounding Land Uses and Related Restrictions

2.1.1 The site consists of gardens, hard landscaping and a two storey residential property with double garage.

2.1.2 The area directly around the property all consists of residential properties and it is noted there is a church on Sandhurst Road that should not affect the works.

2.1.3 Roads in the direct area have a 20mph limit and there is a single yellow line on the far side of Didsbury Park.

2.2 Existing Services - Service plans will be checked by Short Construction and the demolition contractor as the existing property is removed. All services to the property will be isolated prior to demolition.

2.2.1 Underground

2.2.1.1 There will be power, electric and gas.

2.2.2 Overhead

2.2.2.1 A telephone cable enters the property along the north boundary and there is a telegraph pole on the street side against the north boundary.

2.3 Existing Traffic Systems and Restrictions

2.3.1 Roads local to the site are narrow and have a 20mph limit.

2.3.2 The north end of Didsbury Park and Sandhurst Rd are very narrow and access to the site should be from Wilmslow Rd heading north along Didsbury Park, do not use Sandhurst Rd as it a two way single lane road.

2.3.3 Short Construction will monitor traffic on the route, but it is anticipated that it will not be a busy road, we will manage deliveries to minimise disruption to road users.

2.3.4 There is adequate parking for private vehicles in front of the site and in surrounding side roads noting that the far side of Didsbury Park has single yellow lines.

2.4 Existing Structures

- 2.4.1
- Property to be demolished
 - Boundary Walls
 - Adjacent properties should be unaffected by the works
 - Telegraph pole and street lighting along the boundary

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- 2.4.2** Site is protected by existing boundary walls and we will inspect and fix Heras fencing should we identify any weak areas in the boundary protection.

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2.5 Ground Conditions

2.5.1 The environmental assessment summary identifies:

Geology – The site is underlain by Glaciofluvial Deposits (Sand and Gravel), classified by the Environment Agency as a secondary A aquifer. This is in turn is underlain by the Wilmslow Sandstone Formation (Sandstone), a principal aquifer.

Sensitive Land Uses

- Residential properties are located adjacent to the site;
- There are 6no. designated Local Nature Reserves (LNR) within 2km of the site, the nearest being Stenner Woods and Milgate Fields located 518m south west.
- The site is located within a Nitrate Vulnerable Zone.
- The Liverpool Manchester and West Yorkshire Greenbelt is located 249m west of the site at its nearest point.

2.5.2 The environmental report identifies that no radon protection is required.

2.5.3 The report identifies no further investigation is required as the planned works are within the footprint of the old property.

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3.0 EXISTING DRAWINGS AND SAFETY FILE

- 3.1 There is no Health and Safety File for this site.
- 3.2 Short have plans and specifications for the site, an Information Pack, and an environmental report.

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4.0 **DESIGN**

4.0.1 Drawings and information have been developed as indicated in the last section. Tender documents and the tender information is held by Short Construction including.

- PCIP - Didsbury Park
- Phase 1 Geo Environmental Site Assessment
- 0179-al(02)001-T1
- 0179-al(04)003-T1
- 0179-al(04)009-T1
- 0179-al(04)010-T1
- 0179-al(04)011-T1
- 0179-al(04)012-T1
- 0179-al(04)013-T1
- 0179-al(04)020-T1
- 0179-al(04)021-T1
- 0179-al(04)022-T1
- 0179-al(04)023-T1
- 0179-al(04)024-T1
- 0179-al(04)025-T1
- 2421 001 REV E 31.03.20
- 2421 002 REV B 31.03.20
- 2421 003 REV B 31.03.20
- 2421 004 REV B 31.03.20
- 2421 005 REV C 31.03.20
- 2421 006 REV B 31.03.20
- 2421 007 REV B 31.03.20
- 2421 008 REV B 31.03.20
- 2421 100 REV C 31.03.20
- 2421 101 REV A 31.03.20

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5.0 CONSTRUCTION MATERIALS

- 5.0.1** Operation will be carried out and normal construction materials used which will require training and knowledge of manual handling.
- 5.0.2** All waste materials to be disposed of to a licensed tip. We will have skips on site for disposal of site waste, skips will go to a waste disposal company for segregation and disposal / recycling.
- 5.0.3** The use of hazardous materials not in everyday construction use is not envisaged, however, we or our sub-contractors will provide hazard data sheets & COSHH assessments in accordance with the COSHH Regulations, and manufacturer's recommendations regarding all materials to be used.
- 5.0.4** Our demolition contractor will carry out surveys for asbestos and other hazardous materials such as lead, and will develop procedures for their removal and subsequent reclamation or disposal.

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6.0 SITE WIDE ELEMENTS

6.1 Site Access & Egress

6.1.1 Access is off Didsbury Park, this is a narrow strip of road with Sandhurst Road to the north which is single lane two way so access must be from the south end of Didsbury Park. We will plan deliveries to minimise disruption to the neighbours, inform neighbours of potential access problems and there will be a small amount of parking on site and some on the main road.

6.1.2 Banksman will assist large vehicles with entry and egress to the site, but we will make every attempt to ensure delivery vehicle sizes are kept small to minimise disruption to road users and residents of the houses along the access lane.

6.2 Location of Temporary Site Accommodation

6.2.1 The welfare and storage areas will be set up in the front gardens of the property to the north side with pedestrian access to the offices through the north gate and vehicle access through the site gate (see site welfare and access plan).

A smoking area will be set up within the compound with a sand filled bucket to collect waste from smoking, there will be no smoking in other parts of the site.

The welfare area will be kept clean and tidy at all times and food / waste will be disposed of in the waste bin provided to minimise the risk of attracting vermin (This bin will be emptied daily)

Welfare quantity will vary according to the number of persons on site, but will include an office, canteen, store, drying rooms, toilets and means of heating food and water

6.2.2 A muster point will be set at the entry off Didsbury Park where personnel will gather in an emergency and a roll call will be carried out from the site register to ensure all personnel are safely off site.

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7.0 OVERLAP WITH CLIENTS UNDERTAKING

- 7.1 There will be no overlaps with the Clients undertakings and Client visits will be managed by our site manager, deliveries will be carefully planned to minimise disruption to surrounding households.

Should the Client wish to show the properties or enter the site they will consult with the Site Manager to agree date and time and will wear identified PPE (minimum hard hat, protective footwear and high visibility vests / jackets).

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8.0 Management structures and responsibilities

8.1 Principal Contractor Short Construction

Contact: Adrian Short
Telephone: 07793 413 180

Site Manager: _____

Telephone: _____

8.2 Adrian Short carries overall responsibility for his company and will appoint a Site Manager who will manage the day to day running of the site.

The Site Manager will review site H&S on a daily basis while Adrian will have a weekly inspection.

We as a company have a zero RIDDOR policy and work towards zero minor incidents, to achieve this aim we action any identified faults immediately.

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9.0 Arrangements for PC to give directions to others

- 9.01** Short Construction (Manager TBC) as the Principal Contractor will give instructions to contractors either orally or in writing. Such instructions shall be taken as having the full authority of Adrian Short.

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10.0 Setting standards

- 10.1** Short construction have a zero RIDDOR policy and aim to prevent any level of incident, our Health and Safety standards will be maintained at the highest levels reasonably practicable and as a minimum will comply with all current health and safety legislation.
- 10.2** Environmental standards will be maintained at the highest levels reasonably practicable and as a minimum will comply with all current legislation on control of waste, noise and pollution. Nuisance and public disruption will be kept to a minimum.
- 10.3** Standards of materials and workmanship will be maintained at the highest possible levels and as a minimum will comply with the specification for the works and all relevant British and European standards.

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11.0 Selection Procedures

- 11.1 Sub-contractors and suppliers will be selected on the basis of references, health and safety policy standards and known previous performance.
- Should it be necessary to employ sub-contractors or suppliers not currently known to the company then they will complete our supplier questionnaire and supply required information and this will be reviewed.
- If the questionnaire review proves positive, we will appoint them and review their work in depth for the initial weeks, then reduce review to our standard procedure when they have proven acceptable.
- Materials will be closely monitored to ensure compliance with the specification and our standards.

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12.0 Communication and co-operation

- 12.1** The Site Manager will maintain regular communications with all parties affected by the works and his own staff to ensure minimum disruption and maximum standards of Health and Safety, environmental awareness, workmanship and customer satisfaction.
- 12.2** The work force will be free to discuss Health and Safety matters with the Site Agent at any time either in the toolbox talk or through our policy of open door management.
- 12.3** All personnel including any sub-contractors will be inducted on first attending the site. The induction procedure will include details of the hazards particular to the site and methods of minimising disruption to the Client and the public.
- 12.4** The Site Manager will maintain contact with the adjacent property residents and will keep them informed of any activities that may affect them.
- 12.5** Short Construction will liaise with the Client and designer at progress meetings and between meetings for any information requirements or changes in design.

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13.0 Activities with risk to health and safety

13.1 Access / egress – The site entry will be signed to make motorists and pedestrians aware of vehicle movements and a banksman will assist vehicles into the highway. Vehicles will be escorted on site. The banksmen will ensure gates are kept closed.
There will be a pedestrian route from the north site entry to the offices and routes to the site from welfare will be established. The south entry will be used for vehicle access.

13.2 The site has some space for parking of vehicles, but contractors will deliver tools and materials to site and then park on Didsbury Park or adjacent side roads.

We will ensure trained banksmen manage the plant movements and assist road users in passing.

13.3 Method Statements, risk assessments and COSHH Assessments will be developed for all elements of the work and sub-contractors will supply their RAMS and COSHH Assessments a week prior to a task commencing to allow Short Construction staff the opportunity to review and comment on them.
RAMS will be the subject of toolbox talks prior to works commencing and all present will sign to confirm they understand the procedures and safety requirements.
Training matrix will be available on site to ensure we have qualified personnel for all processes.

13.4 Work at height – Personnel will be trained in work at height. Proprietary access systems will be provided for all work at height and all scaffold will be inspected at the start of each day, after adjustment and after bad weather, scaffold will be inspected and tagged on a weekly basis. Particular care will be required when finishing the halls and landings as there will be large open falls.

Main work at height will be installation of upper windows, this will be carried out off towers.

13.5 Manual Handling – All personnel will be trained in manual handling and there will be RAMS in place. Materials will be selected for and delivered in manageable elements for handling as there is little scope for mechanical lifting.

13.6 Electrics – Installation will be carried out by qualified electricians and not made live until all testing is completed. Personnel will be informed when services are to be made live and any live work will be subject to a detailed RAMS and permit system.

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- 13.7** Site Electrics – will be 110v or battery powered, but should it be necessary to use 220v electrical equipment it will be protected by RCD. All tools will be PAT tested.
- 13.8** Fuels and chemicals – Will be stored on drip trays and plant will be filled over drip trays. We will keep a maximum of 10 litres of petrol on site and 25 litres of diesel unless it is stored in a twin walled bowser.
- 13.9** The site will be secured with a combination of existing fences with HERAS fencing double clipped and in proprietary feet with triangulation at intervals to prevent it collapsing where there are unsecured points. Heras gates will be closed during the works to prevent unauthorised access and entry.
- 13.10** Short Construction will ensure that personnel are trained and competent to carry out their operations in accordance with the developed RAMS
- 13.11** Platforms for high level work will be maintained in a clean and tidy fashion and will be inspected and signed off on a weekly basis, after poor weather, or whenever changes are made. We will use a scaf tag system for approving scaffold for use and all loading platforms will be fully designed.
- 13.12** Asbestos – Our demolition contractor will manage an intrusive asbestos survey prior to works commencing and will develop safe systems of work to enable safe removal and disposal should any be identified – Copies of transfer notes for all waste will be supplied to Short Construction.
- 13.13** Existing Services – Not currently known, we will CAT scan prior to any excavation and we will work with the demolition contractor to identify and mark services as they are uncovered.
- 13.14** Demolition – Short Construction will appoint a demolition specialist who will supply us with Safe Systems of Work a minimum of one week in advance of any works commencing.
- 13.15** Soil – No issues identified.
- 13.16** Lift plans will be supplied for all lifting operations by crane or HIAB, the main lift will be placing the cabins.
- 13.17** Building electrics – will be worked on in an isolated state, prior to making live all systems will be tested and all will be informed that the power is to be switched on.

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- 13.18** Material Storage – Storage areas will be to the east of the site gates by the welfare set up.
- 13.19** COVID – there will be hygiene stations around the site and all personnel will maintain social distancing, wear masks where this is not possible and comply with our COVID procedures.

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14.0 Emergency procedures

- 14.1 At least one mobile phone will be available on site and all personnel will be made aware of emergency contact numbers, a copy of which will be displayed in the site cabin.
- 14.2 A first aid kit will be available on site at all times and as a minimum at least one Appointed Person who will have attended a recognised one day course in industrial first aid and resuscitation.
- 14.3 A muster point will be established at the site entry together with a means of raising the alarm and in the event of an emergency all personnel will gather at the muster point. Details of these procedures will be communicated to the operatives at induction.
- 14.4 Fire extinguisher will be available on each floor and on site for all hot works and personnel will be trained in their use.
See the site fire plan
- 14.5 No fires will be permitted on site and flammable materials will be kept to a minimum and stored safely. Further procedures for dealing with emergencies will be developed as work progresses (See the emergency procedures on the site notice board).
- 14.6 Accident and emergency Hospital is: -
Stepping Hill Hospital
Poplar Grove
Hazel Grove
Stockport
Cheshire.
SK2 7JE

Tel: 0161 483 1010

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15.0 Reporting of RIDDOR information

- 15.1** The company Health and Safety procedures require all accidents, incidents and near misses to be reported. On receipt of the report or earlier in the case of a more serious incident, the manager receiving the report will decide whether the incident is reportable under RIDDOR and will forward the relevant paperwork to the HSE.
- 15.2** In accordance with our system all accidents will be investigated by the Site Manager and a Director, while serious accidents will be investigated by CDM Consulting Ltd at the request of Adrian Short.

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16.0 Welfare

16.1 Welfare will be set up in the front gardens to the north of the north gate.

Welfare facilities will comprise of a mess room, office, stores and toilet block which will be plumbed into water and connected to a waste tank and have a permanent power supply. There will be a supply of fresh potable water and facilities for heating water and food.

There will be a first aid box in the office and this will be maintained by the appointed first aider

Toilet facilities will be provided together with hot and cold hand washing facilities and a supply of hand towels and toilet rolls. Facilities will also be available for the appropriate disposal of hand towels and other domestic waste.

Bin will be provided for disposal of all canteen waste and hand towels and these will be regularly emptied to ensure the site does not attract vermin.

COVID – there will be hygiene stations around the site and all personnel will maintain social distancing, wear masks where this is not possible and comply with our COVID procedures.

16.2 A smoking area will be established with a sand filled bucket for disposal of matches and cigarette butts, smoking will not be permitted in other areas of the site.

16.3 Vehicle segregation – vehicle access will be through the south gate while personnel will enter through the north gate.

16.4 STORAGE OF MATERIALS - The storage area will be set up to suite changes in access as the property develops. The Site Manager will confirm location of areas for storage and develop secure areas as necessary.

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17.0 Information and training

- 17.1** Records of training for all personnel likely to be involved in the work will be available on site. Training specific to site hazards and activities will be given by way of induction and or toolbox talks.

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18.0 Consultation with workforce

- 18.1** It is the nature and policy of the company that all personnel will have access to the management at all times and are encouraged to raise Health and Safety matters which may be of concern to them. They will be particularly encouraged to raise such matters during induction and toolbox talks.

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19.0 Site rules

These are appended to this document and will be explained to all personnel at induction. They will then sign to say that they have understood the rules and will abide by them.

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20.0 Health and Safety File

The site manager will gather all documentation for the HSF such as service isolations and any live services and information on the structure that may affect future work. This information will be bound into a file by Short Construction for the Principal Designer.

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21.0 Monitoring H & S

The Site Agent will be responsible for maintaining day today Health and Safety on site.

Adrian Short will carry out informal checks when visiting the site and periodically random, recorded inspections will also be carried out. Records of such inspections will be available on site.

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22.0 Project review

On completion of the contract a review of achievements will be held to identify any potential short falls along with positive outcomes.

The purpose of the meeting will be to learn from experience gained to implement ongoing improvements in the way the company performs generally but with specific reference to matters of Health and Safety.

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SITE RULES

- No unauthorised persons will be allowed on site.
- All persons must report to the site office, sign in and be inducted in site hazards and safety precautions.
- All who enter site will comply with our covid procedures
- All persons on site will wear safety helmets, high visibility clothing and safety footwear. Eye and hearing protection will be worn when necessary.
- Only authorised persons will use plant and equipment.
- Keys to be removed from plant when not in use
- Noise, dust and vibration are to be kept to a minimum by considerate use of plant, equipment and materials.
- The site must be kept clean and tidy at all times.
- All plant movements and delivery vehicles will be supervised by a competent banksman.
- Personnel will keep the site facilities clean and will not abuse any equipment provided for health and safety purposes.
- Fires will not be permitted on site.
- Personnel will not work whilst under the influence of alcohol or drugs.
- Horseplay and improper use of equipment will not be permitted.
- Personnel will be polite and courteous at all times when dealing with the Client and members of the public.
- We will at all times minimise effects on livestock