Rowlinson Constructions Ltd

Bowes Street Development
Moss Side
Manchester

Outline Contractors Methodology
&
Health & Safety Considerations

Prepared September 2016
Rev 1

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1.0 Introduction

This document has been produced by Rowlinson Constructions Ltd in accordance with the design and details provided by the appointed design consultants, Buttress (architects) and Capita (engineers). It gives a brief overview on how as principal contractors Rowlinson Constructions Ltd will effectively manage the execution of the construction works on the project in accordance with the details provided by the design team, whilst still considering all relevant logistics, construction issues, public access around the perimeter of the site, access and egress from the site for work vehicles and the health and safety requirements a project of this nature will demand.

In summary and in no particular order we consider the following to be paramount considerations in order to procure this project within its current location:

- Traffic management
- Site establishment
- Security
- Health & Safety
- Site rules
- Good neighbourly relations
- Client/resident liaison
- Control of dust/noise/nuisance

2.0 Description of the Project

2.1 Proposed Execution of the Project Including Sequencing

It will be assumed for the purpose of this methodology that, with the exception of the interface with the existing highways, all the works will be confined to within the site boundaries of the existing Stagecoach site situated on Bowes Street.

In brief, the execution of this project will consist of the construction of the a number of residential units in the form of both houses and apartments, the construction of an extra care facility and a health hub. The project will be constructed in a series of phases, the order and relationship of which are to be confirmed but in as whole will be delivered over a three year period from an effective start on site. Greater detail of the phasing and elemental procurement will be provided on a detailed contract specific programme of works which will be developed along with our supply chain.

In brief the programmes for each phase will include but are not limited to:

<u>Enabling Works</u>

- Erection/adaptions of temporary perimeter fencing, ecological protection (if required), installation of temporary site accommodation, provision of site access and egress points;
- Installation of main compound areas;
- Perform service diversions and cut-offs where required;
- Install new drainage and access roads up to binder course;
- Reduced level excavations and remediation of the site;
- Installation of temporary works such as piling matts etc.;
- Install piled foundations and/or traditional foundations as detailed by specialist design team;
- Structural foundations and ground floor slab construction;
- Installation of underground domestic drainage & mains services;

Main Construction

- Erection of main structures;
- Installation of roof structures;
- Making the structures weather tight;
- Internal fit-out works;
- Carry out external works including completion of drainage, hard surfaces/paving, soft landscaping, fencing etc.;
- Landscaping/planting;
- Final surfacing of carriageways and footpaths;

2.2 Key dates

Following the submission of a planning application and dialogue with the MCC planning department a target date for commencement will try to be established. With this in mind key dates for the delivery of the project will be confirmed in due course but for the purpose of this document we are aiming for a start on site in early 2017.

With respect to the contract programme of works, upon receipt of planning approval, a more detailed design and contract specific procurement information, an accurate and fully detailed programme of works can be developed for discussion with all stakeholders.

2.3 Mobilisation period

Rowlinsons will utilise the planning period for their mobilisation period prior to construction commencing. It is during this stage that all the up-front design work will be completed to facilitate a start on site, subject to planning. Early dialogue with the relevant statutory authorities, will also commence at this stage. Subcontract package negotiations will also commence during this period. This up-front planning will provide and contribute to a successful mobilisation period in an aim to facilitate an efficient start on site and also

allow us as principal contractor to comply with the requirements of the CDM Regulations 2015 and relevant health and safety legislation.

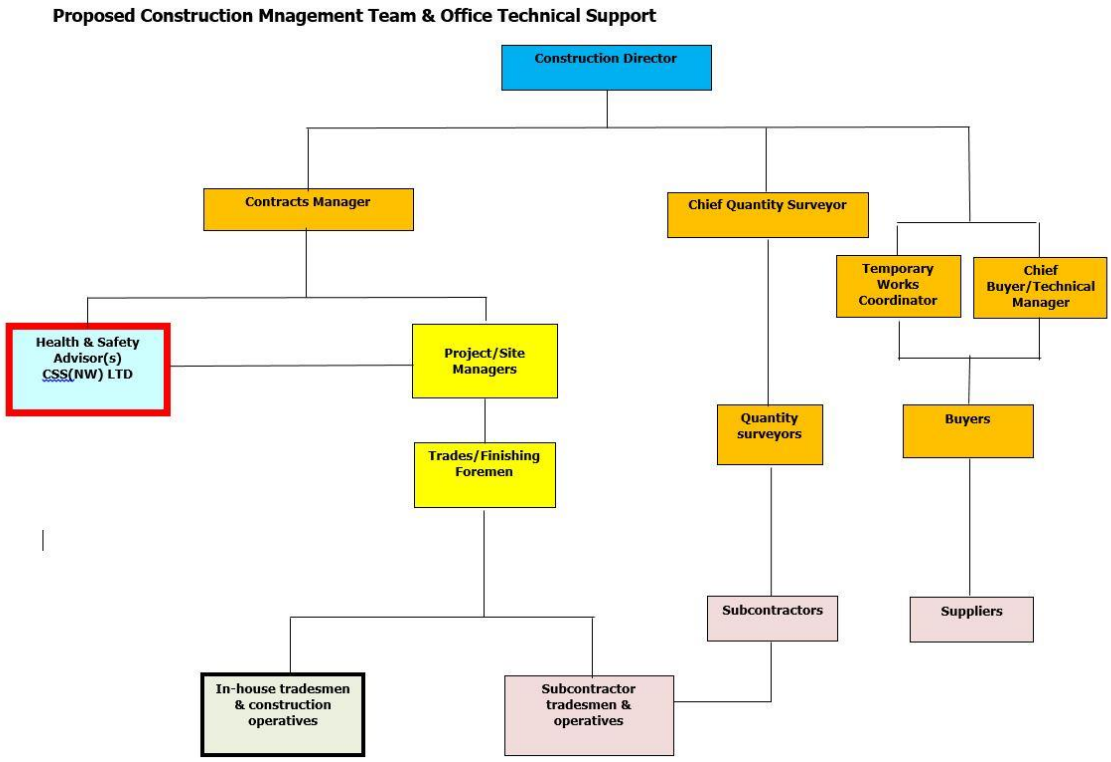
2.4 Organisation & Management of site operations

The main points of contact for this project during the pre-construction period would be:

Procurement/construction detail/construction costs:
Steve Weir – Office: 01625 877177
Mobile: 07976 052 831

Procurement/planning/land issues/high level costs:
David Chilton – Office: 01625 877177
Mobile: 07769 887 941

As principal contractor Rowlinsons are proposing to provide a construction management team to look after each of the separate phases. Each of the teams will be under the overall supervision of the Construction Director and the senior contracts management team. A typical organogram of the construction team that Rowlinson Constructions Ltd proposes to put allocate to each phase of this project throughout the construction period will look like:



2.5 Site and Quality Control

Rowlinson Constructions Ltd operate and manage a document management and quality control system that can be accessed both remotely on site and at

source in the office by all managers and staff involved with a project. We are ISO 9001, 14001 & 18001 registered and this quality system extends to and covers all aspects of the business. In brief procedures that are in place covering Rowlinson's commitment to quality management and control on site include:-

- Quality Policy – A clear statement detailing quality control procedures and required performance levels at all levels of site and office management;
- Quality Systems – Currently operating a quality control system in line with the requirements and guidelines approved by ISO;
- Contract review procedures are implemented on and off site;
- Document control – as defined under ISO 9001;
- Material and purchase control as defined under ISO 9001;
- Controlled inspections in line with outlined procedures covered by quality systems ISO 9001, 14001 & 18001;
- Quality audits – carried out periodically in-house by Quality Manager and externally by a QMS auditor;
- Corrective and preventative action – specific internal quality documents are developed and implemented and are deemed to be very useful and proactive;
- Quality control records – Periodic and structured work inspections are carried out on site and recorded within the quality control documentation in line with details developed in the ISO 9001, 14001 & 18001systems;
- Training – Rowlinson Constructions Ltd have a training policy and programme for reviewing all construction operatives and staff training needs;

2.6 Occupation of the structures

Upon completion of each phase Rowlinson Constructions Ltd will assume that any delivery partners or third parties will take full possession and occupation of the buildings as appropriate. Rowlinson Constructions Ltd will assist any delivery partners and third parties in all areas where required to facilitate a smooth problem free occupation of the new premises.

Prior to occupation, Rowlinson Constructions Ltd and/or their partners will hold a series of very informative but essential training and induction days for new occupants. These will focus on introducing the main users of the buildings to the existing and surrounding environment, the new buildings services, and systems and inform the end users how to run their new premises effectively and efficiently.

2.7 Existing records

A full stage 1 and stage 2 site investigation has been completed for the site.

A full record of underground and over ground services are on file.

A full pre-commencement survey of the existing roads, footpaths and property around the site will be undertaken prior to any construction works commencing on site. MCC highways authority will be made aware of this and invited along to witness the highways inspection.

Any of the existing sewers which are to be utilised as part of the development will be surveyed for suitability and approved for use before any connections are made.

3.0 Assumed Environmental/Site Restrictions and On-Site Risks

3.1 Health and Safety Planning

As principal contractor Rowlinson Constructions Ltd will allow sufficient time for the full development of a Construction Phase Health and Safety Plan prior to a start on site. Whilst the plan has not been developed yet a copy of the construction phase health and safety plan can be provided to all stakeholders upon completion.

The plan will contain specific references to specific health and safety issues which as responsible and considerate contractors we will be required to deliver. The plan will explain in detail how the measures we wish to implement are going to be delivered and will provide details on our management proposals for the project including:

- An overview of the site, the project, its phases and delivery programme;
- Security of the site perimeter, the works and protection of local residents and the general public;
- How any works to the existing roads and footpaths around the site will be managed;
- How safe access/egress to/from each area of the construction project will be achieved;
- Where site compound and welfare facilities will be located;
- How traffic in and around the site will be managed;
- How waste will be managed on site. A site waste management will be developed;
- How accidents will be dealt with if they occur;
- How the risk of fire will be managed on site;
- The plan will contain Rowlinson Constructions Ltd health and safety policy and details on how we perform as principal contractor under CDM 2015;

Our health and safety goal on this site will be to ensure that people around and involved in the project and the existing environment are protected and safe. We will focus on creating a safe environment not only for the contractors work on the site but also for development staff and visitors to the site and also for

adjacent residents and users of the already well established existing road and footpath network.

Health and Safety performance on Rowlinson Constructions Ltd sites is monitored externally by our appointed consultants Construction Safety Services Ltd who carries out periodic site safety inspections on all our construction sites. This system will also be employed on this project. The site inspections will be recorded and any non-compliance in specific pre-defined areas of safety will be highlighted for the appropriate action to be taken.

Safety audits will not only focus on compliance with health and safety legislation but also on how the site is interfacing with the local environment and general public.

3.2 Site monitoring

Rowlinson Constructions Ltd considers the following to be issues that will require close monitoring by the construction team during each of the construction phases of this project:

- Access/egress to the construction area of the site;
- Fire Plans and evacuation procedures;
- Noise from on-site operations and the control of it;
- The control of spoil on carriageways around the site;
- The control of dust;
- The segregation of works from the general public;
- Maintaining full uninterrupted services to the occupied streets and areas of the surrounding neighbourhood and existing buildings
- Maintaining emergency access at all times to all areas around the site;

In order to maintain good discipline in all of these key areas, the contract works shall be restricted to controlled areas of the site as agreed with the health and safety advisor and principal designer. In most cases these defined areas will be fenced off with a security hoarding or for works outside the site boundaries with pedestrian barriers which comply with chapter 8 of the National Roads and Streetworks Act.

3.3 Access/loading/unloading

There will be no vehicular access directly on to the site off Princess Road. Access to the project and works for construction traffic will be via Bowes Street.

We may specify permitted times for delivery/collection of materials to all our suppliers and subcontractors to assist with traffic management. We will observe the planning documentation when issued to establish permitted hours of work which will dictate vehicle movements and deliveries to site. These times will be confirmed in due course.

All materials delivered to site must be offloaded and stored within the site boundaries or, in the case of works being carried out on the highway materials can be off-loaded and stored in protected areas agreed with MCC highways and which are segregated from the general public and other traffic using the highway.

3.4 Services

As part of the site enabling works and as principal contractor we will prior to commencement of the works confirm the location of all/any existing services within the confines and around the perimeter of the site.

Any services which will need diverting to accommodate the proposed project will be discussed and agreed with the relevant statutory authorities.

3.5 Asbestos

As this is a new build project we have assumed at this stage that there will be no danger presented by asbestos unless otherwise notified. We will carry out independent checks on any areas of the site we suspect to contain asbestos and any asbestos found will be dealt with through the remediation of the site.

As a responsible employer we are always actively ensuring that all our staff are adequately trained in asbestos awareness and what to do if it is located.

3.6 Contaminated land

A fully intrusive site investigation has been performed on the site. If contamination is highlighted by the site investigation or any further investigation carried out at a later date the local authority will be notified and all the necessary precautions will be taken to avoid contamination of other areas of the site or in order to prevent a hazard or risk to workers, visitors, local residents or the general public.

3.7 Environmental issues

As noted earlier in this document we are QMS ISO 9001, 14001 & 18001 registered contractor. As principal designer and a responsible building contractor we recognise that we have an important role to play in preserving the environments in which we work and with this in mind we have developed a comprehensive environmental policy which will be followed stringently and observed throughout the construction of this project.

Through our understanding of the ecological documentation provided and via observations made during many site visits we have established that there are a number of existing pre-existing site environmental issues which we need be mindful of during the construction period.

4.0 Significant Construction Operations & Control

4.1 Materials requiring particular precautions

At this stage of the brief no items requiring particular precautions have been highlighted by the design team or the client. Where necessary, Rowlinson Constructions Ltd will obtain all necessary COSHH data sheets containing information on construction materials which may be hazardous or harmful to health. Information on any material that may be hazardous or harmful to health during the future maintenance, repair, cleaning or demolition of the new buildings will be highlighted to the Principal Designer and their health and safety advisor in due course.

4.2 Traffic Management, Deliveries & Site Parking

It would be Rowlinson Constructions Ltd intention for delivery vehicles to access the site off Bowes Street.

A full photographic condition record of the road will be undertaken as soon as practicable with a representative from MCC highways if required. A copy of the photos will be made available to MCC upon completion.

During the construction period on this project a full site specific traffic management system will be implemented within the confines of the site. The traffic management system will be developed and contain site specific protocol and plans to ensure the safe access and egress of all delivery vehicles into the site, details for the movement of construction plant around the site and details covering provisions made to maintain the safety of the existing staff, residents, the general public, children and site personnel during the execution of the project. A copy of this traffic management plan will be included within the Construction Phase Health and Safety Plan.

Road signage will be positioned in prominent locations to warn traffic and pedestrians of the presence of any site traffic on the surrounding roads.

Suitable safety/warning signage will be displayed on site and around the site in prominent locations to warn all site workers and visitors of the dangers of moving traffic on site.

The traffic management plan will be developed and implemented on site throughout the project. The traffic management plan will be subject to regular review and revision throughout the duration of the project depending on the programme of works, specific access requirements and the phased completion of the works.

All orders placed with suppliers and subcontractors shall include details for site deliveries. These shall include details of the approach to the development via Bowes Street and any access restrictions that apply where applicable. Delivery vehicles will have to be fit for purpose and where practicable the size of

delivery vehicles shall be restricted to the minimum, however the use of articulated vehicles is sometimes going to be unavoidable. For the delivery to site of certain materials or plant, for example piling rig, cranes, PCC wall/floor/roof panels etc. there may be no other alternative available.

In circumstances such as these, large deliveries will be carefully coordinated in order to cause as little disruption to the local roads, wider community.

All delivery vehicle drivers will be instructed to report to the site office for instruction before entering site and/or off loading materials from their vehicles.

Material deliveries will be restricted to normal working hours whilst observing the prohibited times stated in any notice of planning.

All contractors, suppliers and visitors to the site will be made aware of the likelihood of pedestrians in and around the vicinity of the site during all times of the day.

During the construction period, no vehicles will be permitted to reverse in or out of the site unless it is unavoidable. Where practicable and where site conditions allow, all traffic must turn around within the confines of the site. If a vehicle need to reverse out of the site there must be a banks man in attendance at all times when this operation is being carried out.

Under no circumstances are materials to be unloaded outside the site boundaries. Once vehicles are inside the site boundaries delivering/collecting materials, the unloading and storage of materials will be in accordance with the manufacturers' recommendations and the site management instructions. Materials storage will be provided in designated areas of the site within the site boundaries at all times.

To reduce the risk of spoil being discharged onto the roads surrounding the site, clean hard standings will be constructed in bitmac or in stone/hardcore prior to the loading/off-loading operations commencing in an aim to ensure that vehicles wheels are kept off muddy areas of the site and not pulling spoil/mud onto the carriageway when they exit the site.

There will be a power washer on site when required in order to clean heavily soiled vehicles wheels where required and this will be supplemented by the surrounding roads and footpaths being mechanically swept/physically swept when necessary in an aim to maintain them in a clean and safe condition at all times.

In summary our main concerns for this project in relation to traffic management which need attention to detail are:

- Coordination and control of traffic (vehicular and pedestrian)
- Parking restrictions

- Access and egress from the site and arrangements for temporary site access roads
- Timing of deliveries to avoid peak times of the local area
- Material deliveries and safe vehicular access and egress
- Arrangements for parking
- Modifications to site boundaries and reinstatements as the works progress and upon completion of the works

4.3 Site security

As principal contractor we shall ensure that adequate levels of security measures are implemented throughout the construction period in order to prevent unauthorised access to the working areas of the site.

The construction phase health and safety plan shall illustrate these measures in detail but in essence in an aim to provide as a minimum a CCTV security system which will be monitoring the site boundaries from a remote location.

Breaches of the site boundaries will trigger an audible response from our monitoring company which will be backed up by either police attendance or a security patrol.

4.4 Site welfare and house keeping

Prior to construction we would identify in detail and agree with the principal designer and the Health & Safety advisor the level of accommodation to be provided to allow us to administer the works safely and effectively whilst complying with the requirements of CDM 2015.

This will be located in a fully fenced compound within the confines of the site/phases.

4.5 Site Rules & Fire Risk

During the construction period Rowlinson Constructions Ltd will be implementing a series of site specific rules which will be tailored to fit in with the specific requirements of this development. These will be implemented in order to maintain high levels of health, safety and security on the site. In addition the rules will consider its location within surrounding area and site and recognise sensitive issues that may surround the development.

Before commencement we will develop a site specific fire risk assessment for each phase which will be bespoke to the site requirements.

It is our company policy to operate all our sites as ‘No Smoking’. Smoking and vaping will only be permitted in designated areas of the site.

4.6 Good neighbourly relations

Prior to commencement on site we would like to meet with the other stakeholders of the project to discuss concerns that they may have with the development taking place. The aim of the meeting would be to further allow us to understand how the facility currently operates and how the development may or may not impact on the smooth running of the existing facility.

In order to fully develop our management strategy we would note and take on board any comments and suggestions made by other stakeholders and where practicably possible implement systems to alleviate any concerns that may arise.

In addition to this exercise, the full development of our construction phase health and safety plan, our traffic plan, security measures, and accommodation proposals etc. we would also be delivering the site within the parameters laid down by the Considerate Constructors Scheme. The following areas would demonstrate a high level of compliance with the scheme and also demonstrate to the client our high level of commitment and attention to detail in managing a project of this kind in its proposed location:

- Considerate
- Cleanliness
- Good neighbour
- Respectful
- Safe
- Responsible
- Accountable