

Project Execution Plan (Incorporating the Construction Phase Plan)

Zochonis Building

Project Number – BH0058

VB-IMS-PL-XXXX-0003

Approval / Acceptance Status				
	Title & Company	Name [print]	Signature/Initials	Date
Author	Senior Project Manager Vinci Building	Lee Williams	LW	19 th March 2025
Approver / Owner	Vinci Building	Vince Boodeea	VB	19 th March 2025

Rev #	Date	Summary of Changes
1	March 2025	First Issue
2	June 2025	Full update
3	July 2025	Updated with emergency contact numbers and site rules updated

Contents

1. Introduction and Scope	3
2. Project Overview.....	3
2.1 Description of the Project.....	3
2.2 Location of the works	3
2.3 Contract Documentation	4
2.4 Contract Review	4
2.5 Key Project Dates.....	5
2.6 Key Members of the Project Team.....	5
2.6.1 The Principal Contractor.....	5
2.6.2 The Client / Employer / Project Sponsor	8
2.6.3 Employer's Technical Adviser / Architect / Structural Engineer	8
2.6.4 Employers Project Manager / Agent	9
2.6.5 Employer's Financial Adviser / Quantity Surveyor	9
2.6.6 The Principal Designer	9
2.6.7 The Designer / Architect.....	9
3. Arrangement for the Management of the Work	10
3.1 Project Health and Safety Objectives	10
3.2 Client KPIs	10
3.3 Project Quality (The VINCI Building Guide to HSEQ Management on Site reference 6).....	10
3.4 Passive Fire Protection (PFP)	11
3.5 Site Rules (The VINCI Building Guide to HSEQ Management on Site reference 2.4)	11
3.6 Arrangements to ensure cooperation between project team members and coordination of their work (The VINCI Building Guide to HSEQ Management on Site reference 9)	12
3.6.1 Project Review Meetings (<i>The VINCI Building Guide to HSEQ Management on Site reference 8.7</i>).....	12
3.6.2 Monthly Client Progress (<i>The VINCI Building Guide to HSEQ Management on Site reference 8.8</i>)	13
3.7 Arrangements for involving workers (The VINCI Building Guide to HSEQ Management on Site reference 9)	13
3.7.1 Site Safety committee (delete section if not necessary).....	13
3.8 Site Induction Arrangements (The VINCI Building Guide to HSEQ Management on Site reference 2.5)	13
3.9 Welfare Facilities (The VINCI Building Guide to HSEQ Management on Site reference 2.3)	14
3.10 Fire and Emergency Procedures (The VINCI Building Guide to HSEQ Management on Site reference 3).....	14
4. Specific Site Risks (<i>The VINCI Building Guide to HSEQ Management on Site reference 2.6</i>).....	15
4.1 Schedule 3 Risks.....	16

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 1 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

4.1.1	Work which puts workers at risk of burial under earthfalls, engulfment in swampland or falling from a height, where the risk is particularly aggravated by the nature of the work or processes used or by the environment at the place of work or site. (<i>The VINCI Building Guide to HSEQ Management on Site reference 5.4 (Excavation and Digging), 5.9 (Work at Height, 5.11 (Confined Spaces))</i>)	16
4.1.2	Work which puts workers at risk from chemical or biological substances constituting a particular danger to the safety or health of workers or involving a legal requirement for health monitoring.	16
4.1.3	Work with ionizing radiation requiring the designation of controlled or supervised areas under regulation 16 of the Ionising Radiations Regulations 1999.	16
4.1.4	Work near high voltage power lines. (<i>The VINCI Building Guide to HSEQ Management on Site reference 5.17</i>).....	16
4.1.5	Work involving the assembly or dismantling of heavy prefabricated components.....	16
5.	Additional Requirements.....	17
5.1	Permit Systems (<i>The VINCI Building Guide to HSEQ Management on Site reference 4.2</i>)	17
5.2	Asbestos (<i>The VINCI Building Guide to HSEQ Management on Site reference 4.5</i>)	17
5.3	Health Risk Management (<i>The VINCI Building Guide to HSEQ Management on Site reference 4.15</i>)	17
5.4	Lone Working (<i>The VINCI Building Guide to HSEQ Management on Site reference 4.14</i>)	17
5.5	Environmental Risk Control (<i>The VINCI Building Guide to HSEQ Management on Site reference 5.1</i>).....	17
5.6	Site Waste Management (<i>The VINCI Building Guide to HSEQ Management on Site reference 5.2</i>).....	18
5.7	Excavated Material (<i>The VINCI Building Guide to HSEQ Management on Site reference 5.3</i>).....	18
5.8	Water (<i>The VINCI Building Guide to HSEQ Management on Site reference 5.4</i>).....	18
5.9	Section 61 (<i>The VINCI Building Guide to HSEQ Management on Site reference 5.4</i>)	19
5.10	NRMM (<i>The VINCI Building Guide to HSEQ Management on Site reference 5.8</i>)	19
5.11	Site Boundary (<i>The VINCI Building Guide to HSEQ Management on Site reference 7.2</i>)	19
5.12	Stakeholder management (<i>The VINCI Building Guide to HSEQ Management on Site reference 9.2</i>).....	20
5.13	Digital Deliverables (<i>Digital Engineering Management Procedure</i>).....	20
6.	References.....	20
Appendix 1		21
6.1	Construction Sequence.....	21
Appendix 2		22
6.2	Temporary Services Layouts.....	22

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 2 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

1. Introduction and Scope

This document is the project specific Construction Phase Plan (CCP) for the construction phase of the University of Manchester Zochonis Building project.

It will be reviewed every month as the project progresses. It will be made available to all parties involved in the works.

The plan details the management of Health and Safety in accordance with The Construction (Design and Management) Regulations 2015. The individual sections are based on headings detailed in L153, Managing Health and Safety in Construction.

This plan should be read in conjunction with 'The Building Division Guide to Health, Safety, Environment and Quality Management on Site'

2. Project Overview

2.1 Description of the Project

The project is the complete refurbishment to the existing Zochonis Building, situated between Brunswick Street and Dover Street.

The six-storey building was constructed in the 1950's and is a steel framed structure with pot and beam floors and internal masonry walls. Many of the internal walls and finishes have been stripped out to allow the refurbishment.

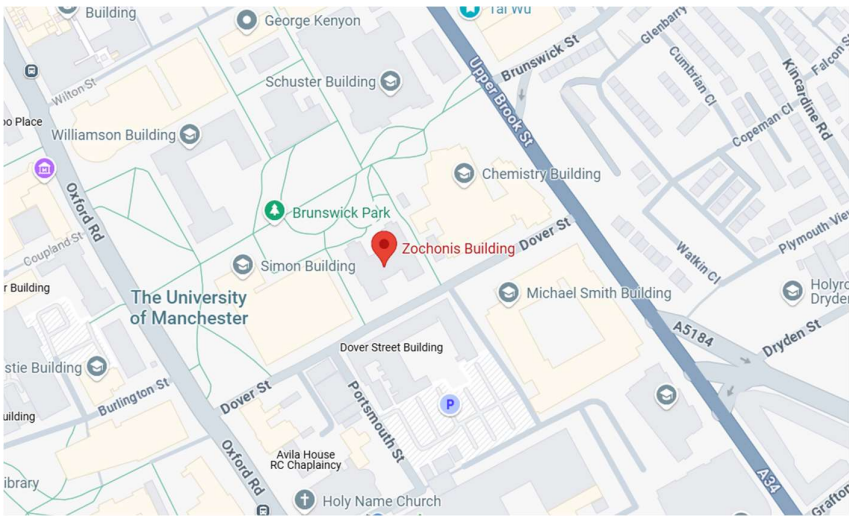
The Zochonis project is to replace the internal walls and ceilings, replace all interval services, replace the roof coverings and instal new services to provide a modern teaching and learning environment.

Internal remodelling and removal of some structural elements and flooring to create a new fire escape staircase.

2.2 Location of the works

Zochonis Building
Brunswick Street
M13 9NU

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 3 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			



2.3 Contract Documentation

Form of Contract – NEC3, ECC Option A, with amendments.

2.4 Contract Review

Programme requirements are covered under **WI 600 Programme**.

WI 110 Description of the works (11.2(13))

The works comprise improvements to the external fabric of the building, complete replacement of the mechanical and electrical installations and remodelling and refurbishment of internal areas.

The LTM works include

- Roof replacement works including access and safety requirements
- Inspecting and cleaning brickwork & stone
- Inspecting, cleaning/replacing rainwater pipes and outlets
- Asbestos removal / encapsulation
- Upgrade existing ventilation to WC’s
- Fire strategy review including new fire detection and upgrade of fire panel
- New wiring throughout including containment
- Upgrade existing WC’s
- Boxing in of LTHW pipes where newly insulated
- Redecorate areas affected by the works

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 4 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

The ZCM works include

- Photovoltaics to areas of flat roof
- Upgrade to external walls to improve thermal performance
- Edge protection to areas of flat roof
- Strip out all existing MEP services
- Provision of new LED lighting, fire and security systems (incl BMS)
- New ventilation systems throughout
- Air source heat pumps, radiators and BMS controls

The general refurbishment works include

- New internal walls
- New internal doors
- New floor coverings and provision of repairs to parquet flooring
- New ceilings and bulkheads including decoration to soffits
- Redecorate all areas
- Provision of new unisex wc blocks
- New fixtures and fittings to suit proposed layouts for School of Health
- Minor works to external windows / doors and external works

2.5 Key Project Dates

- Project Commencement Date 18th August 2025
- Project Completion Date TBC following PCSA period
- Early Access Dates TBC by the client team

2.6 Key Members of the Project Team

2.6.1 The Principal Contractor

VINCI Construction UK Ltd
Vinci Building, Ditton Road, Widnes, WA8 0PG.

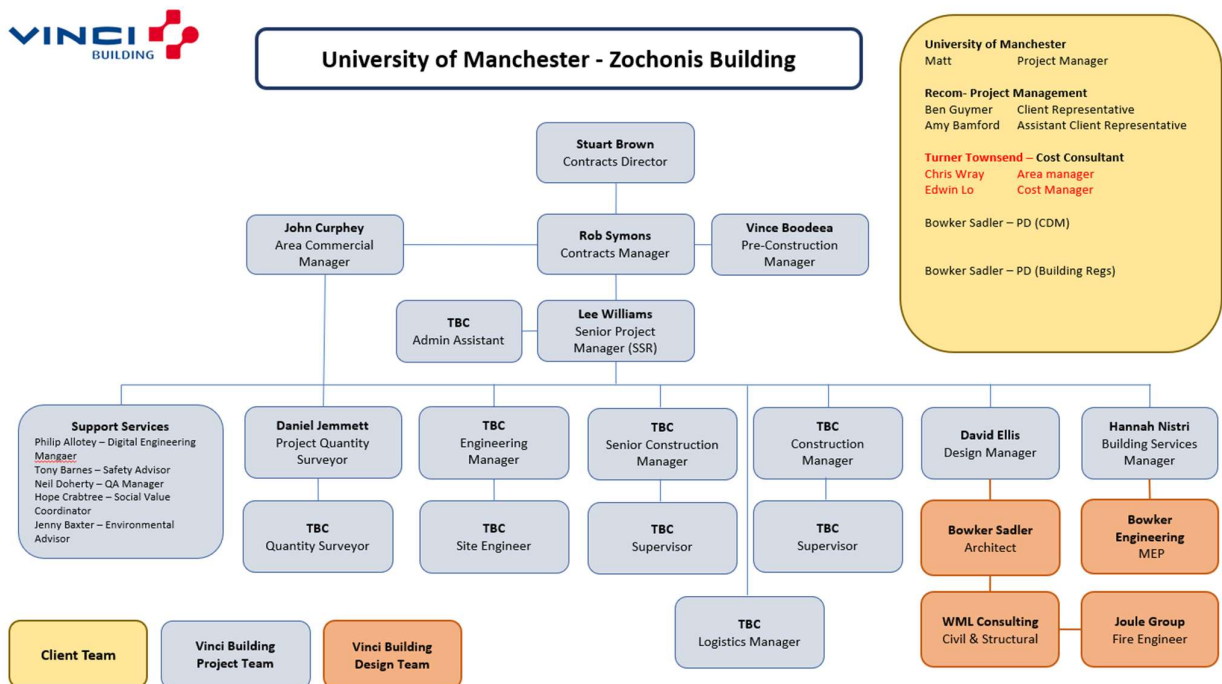
Emergency and out of hours contact information

Lee Williams, Senior Project Manager, 07756 504 907

John McCarthy, Supervisor, 07731982885

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 5 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

Site Team Organogram



Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 6 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

Vinci Building Project Design Team



	ARCHITECT	Bowker Sadler
	M&E SUBCONTRACTOR	Chris Bowker Ltd
	M&E DESIGNER	Waterman
	STRUCTURAL/CIVILS	WML Consulting
	PRINCIPAL DESIGNER	VINCI Building
	CDM ADVISOR	Project 4 Safety
	FIRE CONSULTANT	Joule Group
	BUILDING CONTROL	London Building Control
	PLANNING CONSULTANT	Paul Butler Associates
	LIFT CONSULTANT	TUV SUD
	ACOUSTIC CONSULTANT	Hoare Lea
	SUSTAINABILITY CONSULTANT	BMS Consulting

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 7 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

Client Project Design/Management Team

CLIENT	University of Manchester
PROJECT MANAGER	Recom Solutions
COST CONSULTANTS	SDA Consulting
ARCHITECT	Bowker Sadler
M&E CONSULTANT	DSSR
STRUCTURAL/CIVILS	WML Consulting
PRINCIPAL DESIGNER (BR)	Bowker Sadler

2.6.2 The Client / Employer / Project Sponsor

Senior Project Manager Matt Ellmore
University of Manchester

2.6.3 Employer's Technical Adviser / Architect / Structural Engineer

Architect Dan Labella
Bowker Sadler Architecture

Architect David Hanna
Bowker Sadler Architecture

Structural Engineer Andrew Leng
WML Consulting

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 8 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

Structural Engineer Deion Lewis-Smith
WML Consulting

2.6.4 Employers Project Manager / Agent

Project Manager Ben Guymer
RECOM Solutions Ltd

Assistant Project Manager Amy Bamford
RECOM Solutions Ltd

2.6.5 Employer's Financial Adviser / Quantity Surveyor

Cost Consultant Chris Leach
SDA Consulting

Elliot Gibson
SDA Consulting

2.6.6 The Principal Designer

Principal Designer Charles Shorland
Bowker Sadler Architecture

2.6.7 The Designer / Architect

Architect

Structural Engineer

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 9 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWWW			

3. Arrangement for the Management of the Work

The 'Building Division Guide to Health, Safety, Environment and Quality Management on Site' (also known as the Site HSEQ Manual) sets out the standard arrangements for the management of works on all VCUK Building Division projects. Additional requirements due to the project specific risk and contractual requirements are detailed in this section.

3.1 Project Health and Safety Objectives

Objectives will be developed over the duration of the project.

3.2 Client KPIs

Handover and Soft Landings requirements will be developed prior to completion.

3.3 Project Quality (The VINCI Building Guide to HSEQ Management on Site reference 6)

VCUK manages Quality in accordance with the requirements of the company business management system 'The Way We Work'. This system is the companies Quality Plan – it details what activities are to be undertaken, by whom, when and by what method/what documentation. It includes the activities that contribute to the required product delivery both in terms of operational (Project site) and organisational (ISO9001) quality management. Key hierarchy documents include:

- Manage Quality Process Map, Integrated Management Standard's (IMS), Divisional Quality Standard's (DQS), Quality Policy, The VINCI Building Guide to HSEQ Management on Site (Section 6 Quality)

Key deliverables that are required on this Project for Quality are:

- Quality Champion Appointment
- Risk and Opportunity Register (Quality section completed)
- ITP Quality Risk Rating Schedule
- ITPs
- Checksheets with associated records e.g. test results/certificates

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 10 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWWW			

- NCRs completed fully with evidence attached and closed in timely manner
- Quality task completion in a timely manner
- Product training log (recording CPD sessions)
- 3rd party visits recorded on “record of third party inspection”
- Ensure Company Quality Alerts are checked against/toolbox talked
- Be aware of and check against the “Tips for getting it right first time” document
- Instrument Test Log, Instrument Test Record/Total Station Test Record
- Community Contact and Complaints Record
- Client Satisfaction Survey
- Handover Plan with associated documents including Handover Deliverables

3.4 Passive Fire Protection (PFP)

Detail the Passive Fire Protection (PFP) requirements and controls to be applied.

- Client fire alarm covering the live HL, LV Switch Rooms and Comms Room.
- Fire alarm stations on each floor as per the Emergency Response Plan layouts, refer to Appendix 2.
- Heat detectors as required as works progress.
- Weekly Fire Alarm inspection and test.
- Weekly firefighting equipment inspection.
- Regular site inspections concentrating on housekeeping and material storage.

3.5 Site Rules (The VINCI Building Guide to HSEQ Management on Site reference 2.4)

Site rules have been developed which are specific to this project. A copy of the site rules will be displayed on the site Notice Board and will be included in the site-specific induction.

Site specific rules will vary from project to project and should be detailed in the Site-Specific Induction.

General rules that should apply to all sites are:

- Smoking/Vaping is only permitted in designated areas.
- Mobile phones are only permitted to be used in designated phone zone areas or in areas agreed with SSR or in response to an Emergency.

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 11 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

- Food and drink are only to be consumed in the site canteen or welfare compound. NO food or drink is to be consumed on site.
- No headphones, Personal Stereos, or Personal Radios are allowed on site.
- We will not accept anyone on site who is under the influence of drugs or alcohol.
- Anyone testing non-negative in a drug and alcohol test will be immediately suspended from site pending a full investigation.
- Access to site can be removed immediately and indefinitely when an individual:
 - Knowingly placed themselves or others in a place of imminent danger (including the risk of being fatigued while working).
 - Knowingly entered restricted areas without authority.
 - Routinely violates any site rules (including undertaking acts or omissions which could affect the safety of themselves or others).
 - Wilfully disregards the instructions of a Risk Assessment, Method Statement, Permit or Task Briefing.
 - Wilfully misuses any item of plant/equipment.
 - Interferes with safety equipment.
 - Provide a non-negative drug test, or refuses to take a Drugs & Alcohol test.
 - Does not maintain the correct evidence of competency (relevant competency card has expired). _ Exhibits violent or discriminatory behaviour.
 - Vandalises the site - including of welfare facilities (e.g. graffiti).
 - Engages in theft, attempted theft or misappropriation of funds associated with the project.
- All vehicles removing demolition and construction waste must be fully enclosed or sheeted prior to leaving site.

3.6 Arrangements to ensure cooperation between project team members and coordination of their work (The VINCI Building Guide to HSEQ Management on Site reference 9)

The following coordination routes will be used on this project:

- Prestart Health and Safety meetings
- Communication and collaboration on the Risk Control Schedule
- Regular progress meetings
- An Open-door policy for all VCUK managers.

3.6.1 Project Review Meetings (The VINCI Building Guide to HSEQ Management on Site reference 8.7)

An internal VCUK project team meeting will be held on a weekly basis

Individual Subcontractor/VCUK meetings will be held on a fortnightly basis

There will be a daily site coordination meeting at 8.00am each morning.

Risk Review Meetings will be held as required.

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 12 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

3.6.2 Monthly Client Progress *(The VINCI Building Guide to HSEQ Management on Site reference 8.8)*

A monthly client progress report will be produced and issued two days prior to the meeting date.

3.7 Arrangements for involving workers *(The VINCI Building Guide to HSEQ Management on Site reference 9)*

The following 2-way Communication routes will be used on this project:

- Company Induction
- Site Specific Induction
- Site Specific Orientation
- Prestart Health and Safety meetings
- Communication and collaboration on the Risk Control Schedule
- Task Briefings
- Toolbox talks
- Close Calls / Positive interventions reporting
- Regular progress meetings
- General communications to Supervisors
- An Open-door policy for all VCUK managers.
- Site Safety Committee (for sites with more than 25 people)

Relevant statutory notices such as “Health and Safety Law” poster and a current version of the Employers Liability Insurance Certificate, Form 10 will be displayed on the notice board. Other communication media will be found on topic specific notice boards

3.7.1 Site Safety committee *(delete section if not necessary)*

The Safety Committee will be made up of volunteers from the workforce and supply chain. Meetings will be held monthly with minutes and actions recorded and shared with the workforce.

3.8 Site Induction Arrangements *(The VINCI Building Guide to HSEQ Management on Site reference 2.5)*

All personnel entering the works are will attend an online company induction, online site induction through our MSite access control system and an onsite orientation session, introduced by the SSR.

Visitors will attend a visitor induction and must be accompanied at all times.

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 13 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

All persons accessing the works should have a relevant competency card (e.g. CSCS) to the trade they are undertaking. No card, no access.

All persons accessing the works should register via MSite (VINCI Building access control platform), to:

- Attend an Online Company Induction
- Attend an Online Site Introduction.
- Book a Site-specific Induction for the day they start work on the project.

The introduction to the site-specific induction should be undertaken by the SSR.

Subcontractors are responsible for ensuring their workforce enrol on MSite prior to attending site

Certain individuals may be classed as Visitors, if:

- The time they spend on site is limited.
- They are not conducting any works and
- They are always accompanied by a member of VINCI Building.

These persons will be able to alternatively complete a Visitor Induction.

3.9 Welfare Facilities (The VINCI Building Guide to HSEQ Management on Site reference 2.3)

The welfare facilities and security arrangements are detailed in the Logistics Plan for the project.

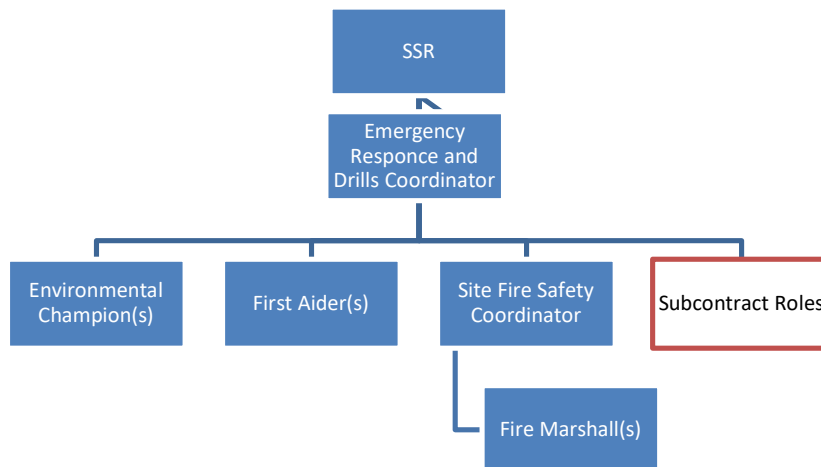
These are in line with Workplace (Health, Safety and Welfare) Regulations 1992. Regulation 20, Sanitary conveniences.

- Suitable and sufficient sanitary conveniences shall be provided at readily accessible places.
- Without prejudice to the generality of paragraph (1), sanitary conveniences shall not be suitable unless -
 - The rooms containing them are adequately ventilated and lit.
 - They and the rooms containing them are kept in a clean and orderly condition.
 - Separate rooms containing conveniences are provided for men and women except where and so far as each convenience is in a separate room the door of which is capable of being secured from inside.

3.10 Fire and Emergency Procedures (The VINCI Building Guide to HSEQ Management on Site reference 3)

The relevant VCUK appointed roles and any relevant subcontract appointed roles are organised into the following reporting structure:

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 14 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			



The local fire brigade and University of Manchester fire officer will be contacted and offered an orientation session on the site.

The following response/evacuation drills will be conducted regularly:

- Fire Evacuation
- MEWP Rescue

Records of these drills will be included in the [Daily Site Diary](#) (or on a [Fire Drill Log](#) for fire).

An [Emergency Response Plan](#) will be displayed in prominent positions.

The following will be regularly inspected:

- [Fire Alarm System](#)
- [Fire Extinguishers](#)
- [Emergency Lighting Systems](#)

A [First Aid Needs Assessment](#) has been completed. The following First Aid provision will be available on the project:

First Aid resources will be periodically checked for date of expiry and condition.

Spill kits will be available in close proximity to any stored fuels and oils and plant will have drip trays and plant nappies available.

The project has been allocated a fire risk level of MEDIUM.

A [Site Fire Risk Assessment](#) has been completed by the site team.

A site [Fire Plan](#) has been developed which details specific control measures for fire for the project.

4. Specific Site Risks *(The VINCI Building Guide to HSEQ Management on Site reference 2.6)*

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 15 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

The Project [Risk Control Schedule](#) (RCS) will identify the controls for the significant risks related to the current activities being carried out on the project. The RCS will be reviewed as a minimum on a monthly basis or in line with the Construction Programme, and incorporate risks identified by Subcontractors. The reviewed document will be shared with all Subcontractor on the project to ensure they can Plan, Manage, Monitor and Co-ordinate their site teams in line with the current risk profile.

[VB-COM-FR-XXXX-0016](#)

VB-HAS-FR-0007-0006

[VB-IMS-PL-0004-0001](#)

VB-HAS-FR-0007-0004

VB-HAS-FR-0007-000

VB-HAS-FR-0007-0003

VB-HAS-FR-0019-0001

VB-HAS-FR-0007-0007

VB-HAS-PL-0007-0001

VB-HAS-FR-0008-0003

A [Risk and Opportunity Register](#) shall have been prepared in pre-construction; this shall now be maintained by the SSR.

The following specific risks from Schedule 3 of the CDM regulations exist on this site:

4.1 Schedule 3 Risks

4.1.1 Work which puts workers at risk of burial under earthfalls, engulfment in swampland or falling from a height, where the risk is particularly aggravated by the nature of the work or processes used or by the environment at the place of work or site. *(The VINCI Building Guide to HSEQ Management on Site reference 5.4 (Excavation and Digging), 5.9 (Work at Height, 5.11 (Confined Spaces))*

4.1.2 Work which puts workers at risk from chemical or biological substances constituting a particular danger to the safety or health of workers or involving a legal requirement for health monitoring.

4.1.3 Work with ionizing radiation requiring the designation of controlled or supervised areas under regulation 16 of the Ionising Radiations Regulations 1999.

4.1.4 Work near high voltage power lines. (The VINCI Building Guide to HSEQ Management on Site reference 5.17)

4.1.5 Work involving the assembly or dismantling of heavy prefabricated components.

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 16 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWWW			

5. Additional Requirements

5.1 Permit Systems (The VINCI Building Guide to HSEQ Management on Site reference 4.2)

The following permit systems will be implemented on this project

- The VCUK Hot Works Permit
- The VCUK Permit to Dig
- Confined spaces permit.
- Ladder permit.

5.2 Asbestos (The VINCI Building Guide to HSEQ Management on Site reference 4.5)

There is not expected to be asbestos on this project. A full R&D Survey was carried out prior to works commencing and all asbestos removed from the building.

5.3 Health Risk Management (The VINCI Building Guide to HSEQ Management on Site reference 4.15)

The Risk Control Schedule acts as the primary way of recording how to manage health risks on the project. If there are significant health risks on the project.

The main health risks for the project and the arrangements for managing them are detailed in the Risk Control Schedule.

The Risk Control Schedule is a Live Document and is reviewed as necessary, at least once per month.

VB-HAS-FR-0008-0003

VB-HAS-FR-0008-0014

[VB-IMS-PL-0004-0001](#)

VB-HAS-PL-0018-0001

5.4 Lone Working (The VINCI Building Guide to HSEQ Management on Site reference 4.14)

No lone working is anticipated on this project.

5.5 Environmental Risk Control (The VINCI Building Guide to HSEQ Management on Site reference 5.1)

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 17 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

If any element in the EARR has a Significance Score of 15 or above an Environmental Management Plan should be produced.

The Environmental Assessment and Risk Register details the Environmental controls for the project.

Dust, vibration and noise monitoring will be monitored by the use of an independent monitoring station fixed to the external façade of the building.

All activities that could potentially create dust will be controlled by task specific risk assessments and will include control measures such as on tool dust extraction and damping down. Materials will be pre cut where possible.

5.6 Site Waste Management (The VINCI Building Guide to HSEQ Management on Site reference 5.2)

Waste will be managed in accordance with The 'Building Division Guide to Health, Safety, Environment and Quality Management on Site'

All waste will be collected by our preferred waste handler, Kenny Waste Management. All waste will be taken to their closest sorting station to be segregated to enable the maximum amount to be diverted from landfill.

We will target a minimum of 95% of all construction waste to be diverted from Landfill by 2026 and 99% to be diverted by 2028.

5.7 Excavated Material (The VINCI Building Guide to HSEQ Management on Site reference 5.3)

The project is not expected to generate any excavated material.

5.8 Water (The VINCI Building Guide to HSEQ Management on Site reference 5.4)

Surface water is

- *'the water that collects on the surface of the ground'.*

Groundwater is:

- *'all water below the surface of the ground in the saturation zone and in direct contact with the ground or subsoil'.*

It is an offence to pollute either.

If the Environmental Assessment and Risk Register identifies a need for them, the following documents

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 18 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

should be completed:

- A Surface Water Management Plan.
- A Daily Watercourse Inspection.

A Water Damager Mitigation Plan template is available on TWWW – Please click on the hyperlink below.

<https://editor.signavio.com/p/hub/dictionary/entry/ed643538204b4db5b492e04ec82e86fc>

5.9 Section 61 (The VINCI Building Guide to HSEQ Management on Site reference 5.4)

Site Working hours are as follows.

Construction/demolition works shall be confined to the following hours unless otherwise agreed in writing by the City Council Environmental Health Service:

Monday - Friday: 7.30am - 6pm

Saturday: 8.30am - 2pm

Sunday / Bank holidays: No work

These hours are in line with Planning Permission Application number 138176/FO/2023

5.10 NRMM (The VINCI Building Guide to HSEQ Management on Site reference 5.8)

NRMM not applicable for this project.

5.11 Site Boundary (The VINCI Building Guide to HSEQ Management on Site reference 7.2)

The Site Boundary Check Sheet will be used to check the Site Boundary on a daily basis, at the end of each shift once all personal have left site.

The perimeter site hoarding will contain details of an emergency telephone contact number for a person responsible for the site. This will be displayed in a publicly accessible location on the site from the commencement of the development until construction works are complete.

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 19 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

5.12 Stakeholder management (The VINCI Building Guide to HSEQ Management on Site reference 9.2)

The following methods shall be used to communicate project activities with stakeholders (including neighbours):

- Letter drops
- Poster boards
- Stakeholder consultation meetings

A stakeholder management plan will be written and agreed prior to works commencing.

This will involve a Community Consultation Plan. No works will commence until the Community Consultation Plan has been submitted to and approved in writing by Manchester City Council.

5.13 Digital Deliverables (Digital Engineering Management Procedure)

The project has been allocated VCUK Digital Engineering Scenario **DS1 / DS2 / DS3** (delete as applicable)

6. References

The 'Building Division Guide to Health, Safety, Environment and Quality Management on Site'

The Construction (Design and Management) Regulations 2015

L153, Managing Health and Safety in Construction

Digital Engineering Management Procedure

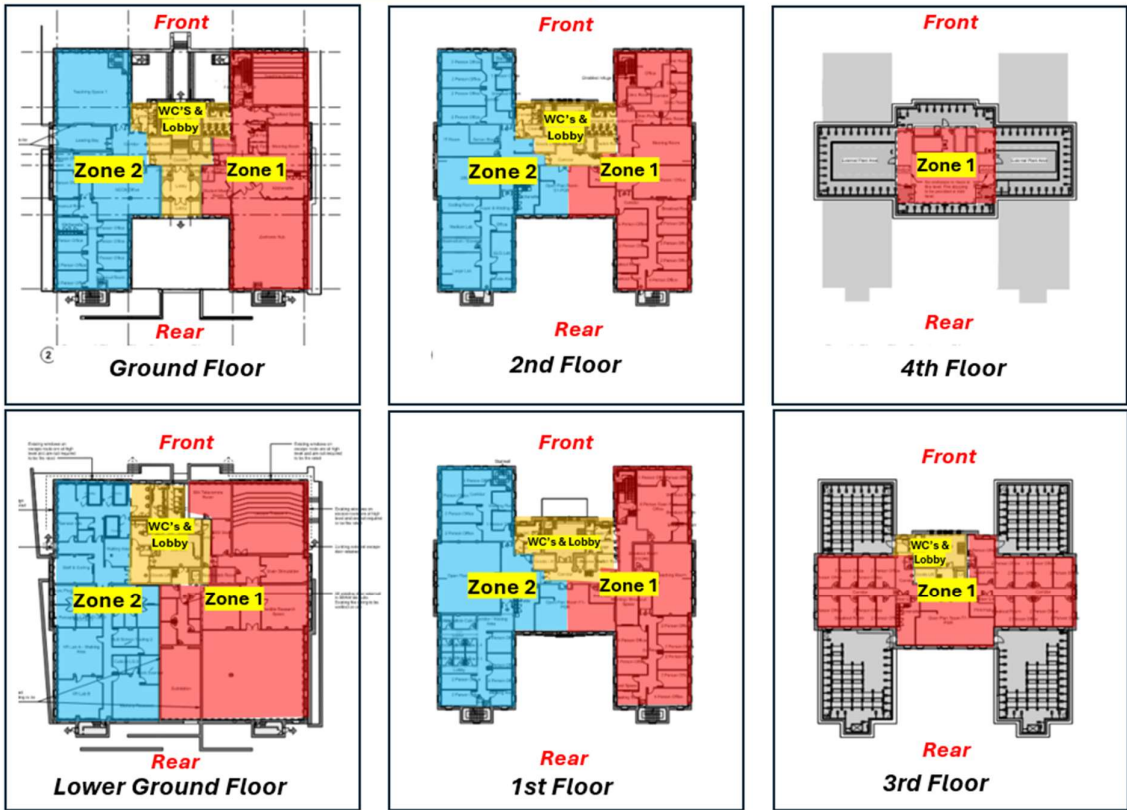
VB-BIM-PR-XXXX-0101

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 20 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

Appendix 1

6.1 Construction Sequence

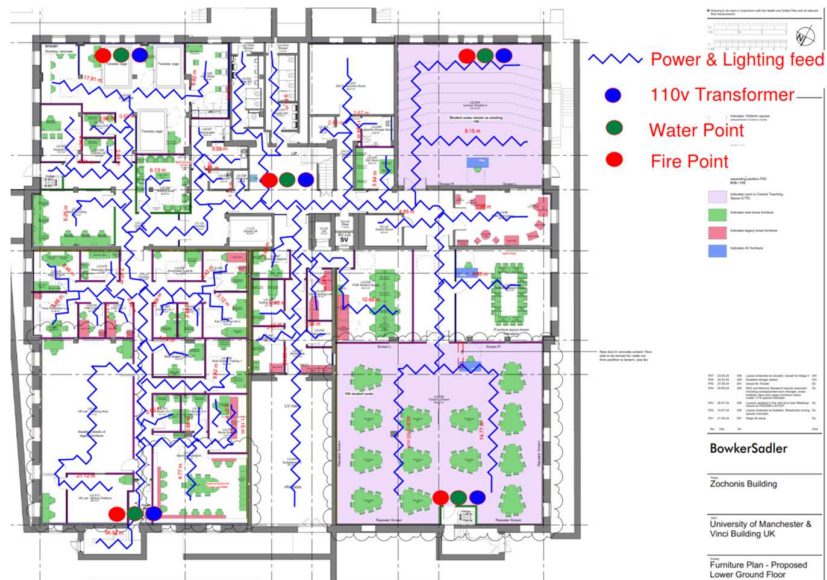
Fit Out Zone Plan (for programme references)



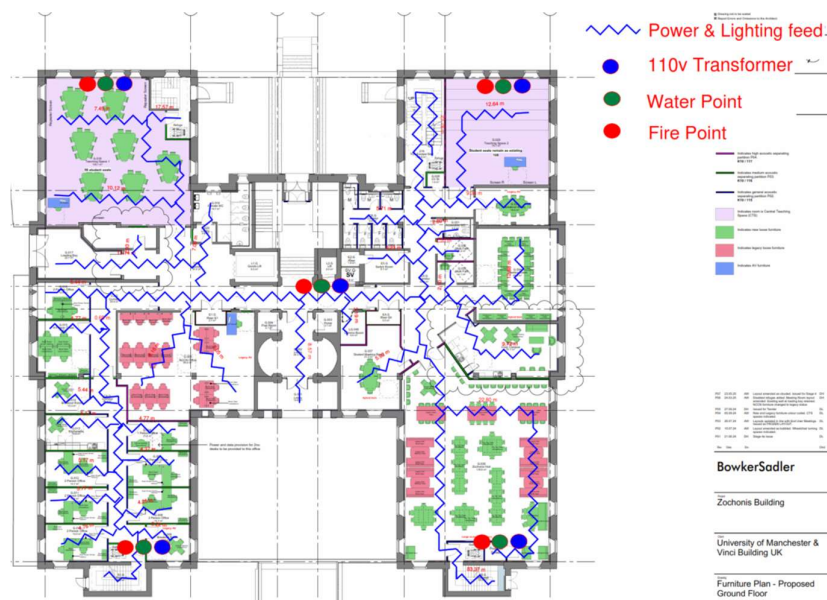
Appendix 2

6.2 Temporary Services Layouts

Lower Ground Floor

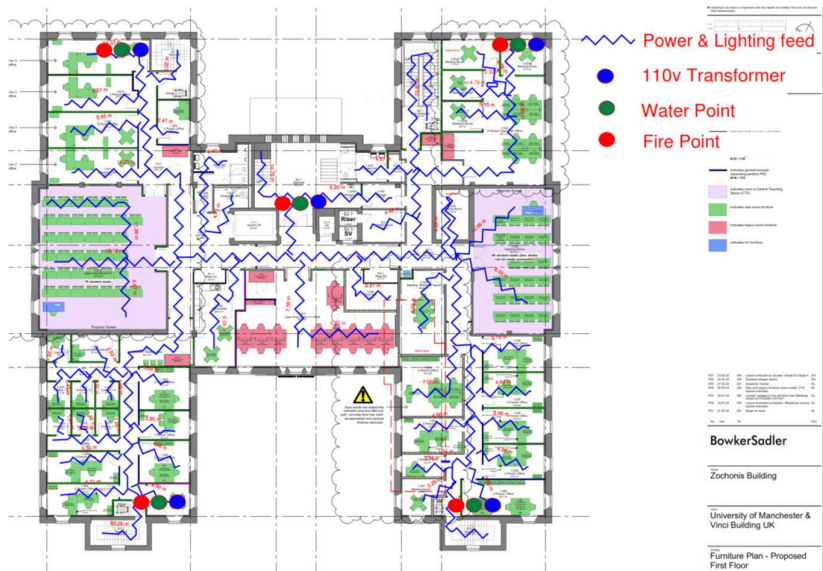


Ground Floor

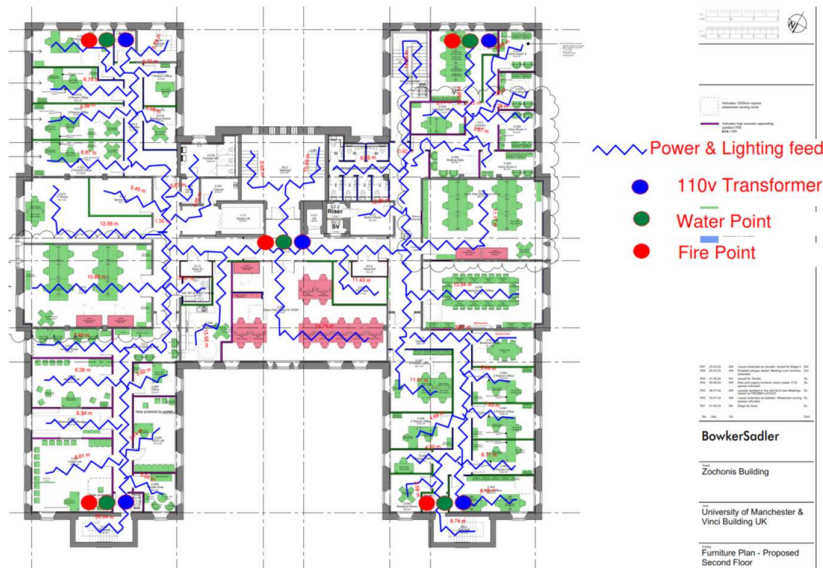


Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 22 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWWW			

First Floor

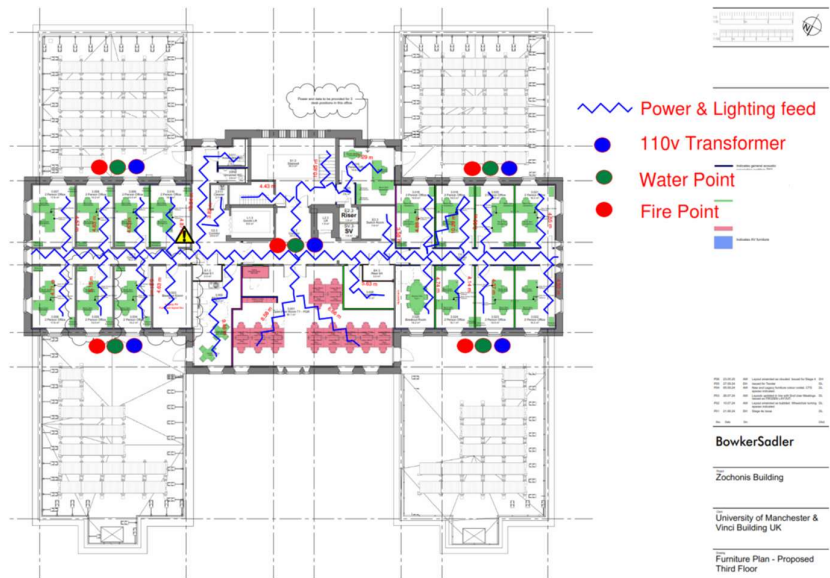


Second Floor

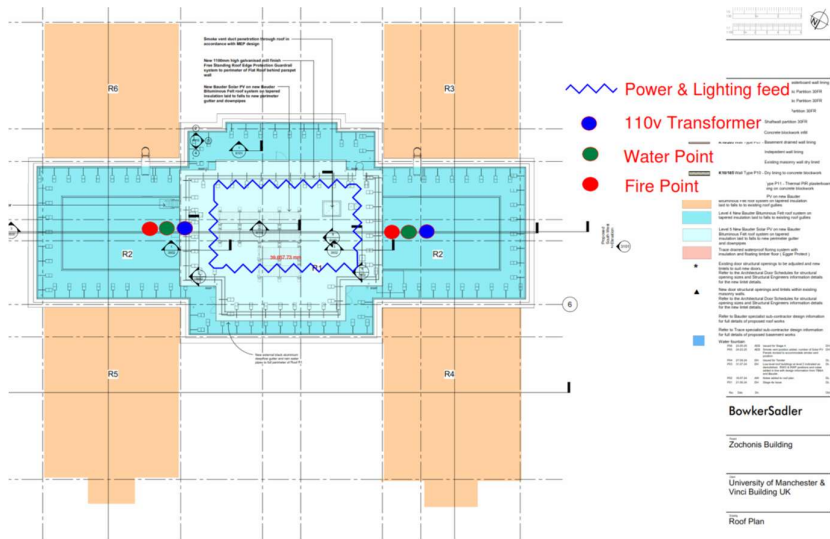


Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 23 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			

Third Floor



Fourth Floor



[illegible]

Document Name: PEP/Construction Phase Plan		Document Reference Number: VB-IMS-PL-XXXX-0003	
Domain: VINCI Building	Reviewed on: 01/10/24		Revision Number: 16
	Next Review: 01/10/27		Page Number: Page 25 of 25
UNCONTROLLED IF SAVED, PRINTED, OR VIEWED OUTSIDE OF TWWW			