



No 8 and 8a St John Street,
Manchester.

Construction Phase Plan

For Vision Developments

Date: 26 July 2024

Doc ref: 16488-HYD-XX-XX-HS-GE-0001

Construction Phase Plan

DOCUMENT CONTROL SHEET

Issued by	Hydrock Consultants Limited Over Court Barns Over Lane Almondsbury Bristol BS32 4DF	Tel: 01454 619533 Fax: 01454 614125 www.hydrock.com
Client	Vision Developments	
Project name	No 8 and 8a St John Street, Manchester.	
Title	Construction Phase Plan	
Doc ref	16488-HYD-XX-XX-HS-GE-0001	
Project no.	16488	
Status	S2	
Date	26/07/2024	

Document Production Record

Issue Number	P01	Name
Prepared by	Juliette Hurst BSc (Hons) FGS	
Checked and approved by	Russell Sumner BSc (Hons) CSci FGS	

Document Revision Record

Issue Number	Status	Date	Revision Details
P01	S2	26/07/2024	First Issue

Construction Phase Plan

CONTENTS

1.	PROJECT OVERVIEW.....	1
1.1	Description of Project	1
1.2	Programme	1
1.3	Project Team.....	2
1.4	Existing Records and Plans	2
2.	MANAGEMENT OF THE WORK.....	3
2.1	Management Structure and Responsibilities	3
2.2	Health and Safety Goals	4
2.3	Health and Safety Monitoring of Project Performance	4
2.4	Consultation with the workforce.....	5
2.5	Exchange of Design Information	5
2.6	Selection and Control of Sub-Contractors	5
2.7	Exchange of Health and Safety Information	6
2.8	Site Security	6
2.9	Access & Egress.....	6
2.10	Site Induction	7
2.11	Welfare Facilities	7
2.12	First Aid Provisions	8
2.13	Reporting and Investigating Accidents & Incidents	8
2.14	Production and Approval of Method Statements and Risk Assessments	9
2.15	Project Specific Site Rules	10
2.16	Fire and Emergency Arrangements.....	11
3.	ARRANGEMENTS FOR CONTROLLING SIGNIFICANT SITE HEALTH & SAFETY RISKS	14
3.1	Underground Services.....	14
3.2	Hazardous Substances	14
3.3	Asbestos	15
3.4	Unexploded Ordnance	15
3.5	Noise.....	15
3.6	Vibration.....	15
3.7	Dust.....	15
3.8	Extreme Weather.....	15
4.	THE HEALTH AND SAFETY FILE	17
4.1	Arrangements for Collecting of Health and Safety File Information.....	17
4.2	Information Content and Issue	17

Construction Phase Plan

Appendices

Appendix A Fire Risk Assessment

Construction Phase Plan

1. PROJECT OVERVIEW

The information contained within this Construction Phase Plan has been prepared, by Hydrock, to meet the duties placed upon them as Principal Contractor by the Construction (Design & Management) Regulations 2015.

Within this Construction Phase Plan the scope of the project will be examined, as well as the information issued to Hydrock within the Pre-Construction Information and Tender Information, to identify the existing site-based hazards and risks which will be encountered by the employees of Hydrock and Sub-Contractors when undertaking this project.

Once identified, Hydrock will plan, organise and implement procedures to eliminate the identified site-based risks, control them at source or manage them to an acceptable level. The details of how Hydrock will manage this project to eliminate, control or manage these risks will be detailed within this Construction Phase Plan.

This Construction Phase Plan is a live document and will be updated and revised, as and where required, throughout the life of the project, to ensure that it remains up to date and valid.

1.1 Description of Project

The site is located at the junction of Artillery Street and Longworth Street in the centre of Manchester city centre. The nearest postcode is M3 4DN. Hydrock have been commissioned by Vision Developments to identify geo-environmental mitigation requirements to enable the development.

The scope of the work includes the following:

- Provision of welfare and standard Health and Safety requirements;
- Service clearance survey at exploratory hole positions (by third party specialist surveyor) and surveying in locations to NGR and Ordnance Datum;
- 1 days (approximately 4 locations) of dynamic 'windowless' sampling with recovery of disturbed samples for geotechnical characterisation and chemical analysis, and in situ (SPT) testing, to assess shallow ground conditions;
- allowance for provision of a coring team with hand held coring equipment;
- installation of gas and groundwater monitoring installations (3 5m in the windowless sampler boreholes);
- full time site supervision by a Hydrock Consultant (1 days allowed); and
- preliminary ground gas concentration and groundwater level monitoring (6 visits over 8 weeks), with groundwater samples (if encountered) being sampled and tested on one occasion.

1.2 Programme

Planned Start Date:	30/07/2024	Duration (in weeks):	1 day
Working Hours & Days:	08:00 to 17:00 Monday to Friday for main contractors (These times may vary in light of staggered start and finish times for Sub-Contractors travelling longer distances.)		

Construction Phase Plan

Is an F10 required for this project?	No
--------------------------------------	----

1.3 Project Team

Role	Company & Address	Contact	Contact Tel:	Contact e-mail
Client	Vision Developments Manchester Hall Bridge Steet Manchester M3 3BT	Stephen Cliff	07919 694 129	stephen@visiondevelopments.com
Principal Designer	Hydrock Consultants Ltd, Northern Assurance Building, 9-21 Princess Street, Albert Square, Manchester, M2 4DN	Adam Cheers	07917773006	adamcheers@hydrock.com
Principal Contractor				

1.4 Existing Records and Plans

Hydrock has been issued the below information by the Client at pre-construction phase, to assist in the preparation and planning of this project. Subsequent project information will be obtained by Hydrock prior to project commencement.

The information issued by the Client consists of;

- Hydrock, 1st September 2024. 'Ground conditions desk study'. Ref: 16488-HYD-XX-XX-RP-GE-0001.
- Tim Groom Architects, 27th May 2020. 'Initial Planning Presentation'. Ref: 1084_St John_InitialPlanning_LowRes.

The following planned project investigation activities have been undertaken by Hydrock prior to project commencement or during the enabling phase of this project;

- GPR survey of the works areas.
- CAT & Genny Scan of the entire works area to identify all live metallic services present on site.

Construction Phase Plan

2. MANAGEMENT OF THE WORK

2.1 Management Structure and Responsibilities

Adam Cheers	<p><i>Project Director</i></p> <p>Undertake both an on-site and off-site role, ensuring that all appointed consultants, supervisors and other positions undertake their duties and achieve the required outcome of the project. Provide guidance and direction to the project team, to ensure that the required site investigation results in the lowest possible adverse health risk / impact to those who have worked on, or have been affected by the project.</p>
Nick Brown	<p><i>Health and Safety Advisor</i></p> <p>Assist both the office and site-based teams to meet their legal duties under the Construction (Design and Management) Regulations 2015 and all other relevant Acts, Regulations, Approved Codes or Practice and Industry Specifications. Provide competent Health and Safety Advice for the Project Team, as and when required, and undertake audits of the project to monitor site performance.</p>
Russell Sumner	<p><i>Project Manager</i></p> <p>Based on and off site, organise, oversee and inspect the project to ensure it is managed to the highest standards and is completed on time. Liaise with the site-based team and Client to ensure that communication of Client requirements and site issues are correctly managed and delivered.</p>
Juliette Hurst	<p><i>Site Supervisor</i></p> <p>Based on site, organising and overseeing the day-to-day operation of running and managing the project on a practical level. The development of all site and project documentation will be undertaken by the Site Supervisor, either directly or under his instruction.</p> <p>Ensure all requirements of the Health and Safety Management System are adhered to.</p>

Construction Phase Plan

2.2 Health and Safety Goals

It is the aim of Hydrock to deliver this project having the minimal negative impact on any employee, sub-contractor, third parties or members of the public who could be affected by the project's undertakings.

Hydrock monitors every project to ensure that any site issues, incidents and accidents can be analysed and the immediate, underlying and root causes can be identified to assist in the planning of future projects. The Health and Safety Goals set for this project are;

- Achieve zero fatalities, major injuries, occupational diseases, dangerous occurrences, lost time and minor accidents for the duration of the project.
- To reduce all near misses and encourage total compliance with near miss reporting and hazard spotting.
- Ensure that the project is delivered with no unscheduled impact on flora or fauna.
- Ensure all work tasks are covered by a site-specific method statement and risk assessment.
- Deliver a site-specific safety briefing to all staff on a daily basis, identifying task and site hazards and control measures.
- Deliver a weekly toolbox talk on site specific topics.
- Hold a monthly Health and Safety Meeting attended by all site personnel.

Other Health and Safety goals may be introduced throughout the duration of the project, depending on site conditions or events, and also depending on the introduction of Hydrock Group's companywide Health and Safety goals.

2.3 Health and Safety Monitoring of Project Performance

Hydrock will undertake both active and re-active monitoring throughout the duration of the project to ensure that the project is being delivered within the scope of this Construction Phase Plan and Hydrock's Safety Management System. Where it is identified that these standards are not being delivered or where the standards themselves are not achieving the desired outcome, immediate action will be taken to improve the overall safety performance.

This process will be achieved by;

- ensuring the Health & Safety Department audits four Hydrock Geotechnical and Geo-Environmental projects per month, producing a report and any issues discovered discussed with the Site Supervisor and remedial action agreed. These will be carried out either in person or remotely via video conference.
- constantly reviewing work procedures after consultation with Hydrock's Health and Safety Manager (including liaisons with all site operatives – see below) and modifying method statements, risk assessments and working procedures, where better practices are identified.
- the Site Supervisor undertaking daily site tours to ensure all required health and safety standards are achieved. Every seven days a formal tour will be completed and the findings recorded onto a Supervisor Health and Safety Inspection form.

Construction Phase Plan

- feeding all accumulated Health and Safety data into the Hydrock Health and Safety database, allowing trending data to be identified and trigger new, and the revision of existing, procedures in the Health and Safety Management System.

2.4 Consultation with the workforce

Employee Health & Safety Meetings will be held monthly and chaired by the Site Supervisor and attended by all employees and sub-contractors on site. At these meetings site personnel will have a chance to raise any Health and Safety issues with the Site Supervisor, these will be discussed and then recorded, an action plan agreed and then delivered prior to the next meeting. Any changes which have been introduced as a result of previous meetings will be discussed at the next site meeting to identify whether they are sufficient or further action is required.

Toolbox talks also provide a media to discuss Health and Safety issues. These are undertaken weekly on relevant subjects and delivered by the Site Supervisor. If health and safety concerns are raised, immediate action will be taken to make conditions safe, or where immediate action is not required, refer it to the Health and Safety Manager contacting them via e-mail or phone.

Daily Site Briefings also provide a media for employees to discuss Health and Safety issues. These are undertaken prior to any works being undertaken on site each day. The proposed works for the day are discussed and all controls / work procedures reinforced to ensure that all members of the site team understand their role. At the end of these briefings the workforce can then discuss the proposed work methods and other issues.

Further to all formal arrangements, Hydrock operates an open-door policy and all Hydrock employees understand that they can approach the Site Supervisor, Health and Safety Manager or any other member of Hydrock staff to discuss Health and Safety or other concerns they may have.

2.5 Exchange of Design Information

As Hydrock are undertaking the role of both Designer and Principal Contractor, communication of any design changes will be straightforward. As design information is released by the design team, it will be issued to the Principal Consultant and, once checked, will be forwarded to the Client. Following comment / approval from the Client (where applicable), the design changes will be issued to the site team for implementation.

2.6 Selection and Control of Sub-Contractors

Sub-Contractors will be appointed by Hydrock from the Hydrock Approved Sub-Contractor List. To gain approved status on this list, all Sub-Contractors must complete a Pre-Qualification Questionnaire and their answers within this questionnaire must meet the required standards, as set out by Hydrock Policy and Procedures. Supporting documentation will be examined to ensure it is valid and also demonstrates that the Sub-Contractor operates systems and standard which reflect those operated by Hydrock. They will then be approved or rejected.

All Sub-Contractors will be selected for the project on the basis of experience of undertaking similar contracts, as well as the skills and knowledge of their work force. A CITB Touch Screen Test Pass will be a required as a minimum standard of Health and Safety awareness, for all Operatives and Managers working on the project.

Construction Phase Plan

All of the works undertaken by the Sub-Contractors will be overseen by the Site Supervisor to ensure that they are working to the approved Safe System of Work. Failure to comply with the approved Safe System of Work or any other requirements for Health and Safety will result in their removal from site and may impact on their status within the Hydrock Approved Sub-Contractors List.

All Sub-Contractors will be annually assessed, requiring issue of up-to-date documentation, policies, procedures and insurance documentation to retain their approved status on the list. Following the completion of any project where Sub-Contractors have been used, the Site Supervisor will provide written feedback of the Sub-Contractors performance on site which will feed back into the Approved Sub-Contractor List.

2.7 Exchange of Health and Safety Information

Prior to any works being undertaken on the project, this Construction Phase Plan will be submitted for comment to the Client. If no comments are received, this will be deemed as approved. If comments are received, amendments will be made to this document and resubmitted for approval. Following its approval, the project commencement date will be set if it is not already set through contract conditions.

If Sub-Contractors are employed to undertake a section of the work, prior to commencing they will issue their method statements and risk assessments to the Site Supervisor and Principal Consultants to be reviewed. The review will ensure that the safety documentation is suitable and sufficient for the planned task.

Training certification and cards will be gathered from all Sub-Contractors prior to their attendance to site. The Training Certification will be checked against their proposed scope of works, to ensure that the Sub-Contractor has the appropriate skills to complete their works, and then copies of the certification and cards will be retained within the Site Health and Safety File.

Plant and Equipment certificates of thorough examination or service records will be gathered prior to attending site. These will be checked to confirm validity and filed within the Site Health and Safety File.

2.8 Site Security

The site is accessed off Artillery Street. The site comprises of an office building in the south and a yard with trees and vegetation in the north within brick built planters. The site boundaries are secure and inaccessible with fencing preventing public access. Prior to an area of works being set up, dynamic 'windowless' sampling boreholes will be demarcated with cones, ticker tape and danger keep out signage. The main site gate will remain locked during the works to prevent access. A 'Darker Keep Out' Sign will be placed at the site access.

2.9 Access & Egress

The site is accessed off Artillery Street which provides vehicular access to the site. Parking will be made available on-site and along Artillery Street.

The site boundaries are secure and inaccessible with metal fencing preventing public access.

Construction Phase Plan

2.10 Site Induction

Site inductions will be completed for all members of the workforce and regular visitors on the first day of attendance to site, before they are allowed to commence work on, or visit, site. All persons attending a site induction will sign the site induction register following the completion of the induction, which will be filed within the Site Health and Safety File. A full copy of the project site induction is located within the Site File.

Short-term visitors to site may not receive the full site induction provided that they are accompanied by a suitably responsible person at all times when on site. On arrival to site all visitors must report to the Site Supervisor who will ensure that they sign the Visitors book. A decision will then be made as to whether a site induction is required or if there are suitable staff available to escort the visitor around site. This will be at the Site Supervisors discretion.

Inductions shall include, but not be restricted to the following topics;

- Introduction of the Hydrock project team, who's who
- Current live works and programmed works for the day (contents of Daily Site Briefing)
- A description of the scope of works
- The main site-based hazards
- Access and egress, both travelling to site and once within the boundaries
- Welfare arrangements.
- Hydrock's policies affecting site works
- Arrangements for first aid and accident reporting
- Arrangements for fire safety and fire alarm procedure
- Requirements for standard personal protective equipment (PPE) and requirements for non-standard PPE
- Competency standards
- Plant, Equipment and Tools use and maintenance
- Project environmental responsibilities, including waste generation, management and disposal
- Arrangements for controlling COSHH, noise, vibration and manual handling
- Employee consultation, employee Health and Safety meetings

2.11 Welfare Facilities

The site is a low-risk project (BDA Classification of Green) and is programmed to last less than 5 days (1 day of site works). A portaloos will be present onsite.

Drinking water and water to be used in the event of first aid will be stored in the Engineers vehicles, along with hand wipes.

All waste food stuff will be placed in plastic or metal bins and disposed of off-site, so as not to encourage rats onto site and into the welfare area and hence reduce the risk of leptospirosis.

Construction Phase Plan

Additional welfare requirements in relation to Covid-19 are required and include the following:

- Provide and maintain hand sanitiser (60%+ Alcohol)
- Implement a cleaning regime for the facilities,

2.12 First Aid Provisions

The Site Supervisor for the Project will be the trained First Aider and will hold a valid HSE Approved First Aid at Work Certificate. Depending on the project team selected for the project, a number of relief First Aiders will be present on site to provide cover during meetings and periods of time when the Site Supervisor is not on site, such as holiday cover.

First aid equipment will be kept in the Site Supervisors van which will be communicated at the site induction. The first aid equipment will include, but not be limited to, a fully stocked first aid kit and eye wash. As and when required, the first aid kit will be restocked by the Site Supervisor and, as a minimum, the first aid kit will be checked weekly to ensure that no equipment has been removed and not replaced.

Following an accident on site, if the casualty is injured to a degree where the First Aider feels that they should receive specialist medical treatment / assessment, arrangements will be made to either transport the casualty to the nearest Accident & Emergency Department of a Hospital or summon an ambulance to the site to provide on-site medical assistance.

The location of the nearest Accident and Emergency Department is;

**Manchester Royal Infirmary Emergency Department,
Oxford Road,
Manchester,
Greater Manchester,
M13 9WL.**

These details, together with a route map, will form part of the site induction.

2.13 Reporting and Investigating Accidents & Incidents

An accident book will be located in the Site Supervisors van and all persons on site will be made aware of its location during the site induction.

Following any accident or incident (near miss) which occurs on site, the Site Supervisor is to be notified immediately. Depending on the seriousness of the accident / incident and following the administering of first aid, the accident will be recorded into the site accident book (if an incident this step will be skipped).

All accidents and incidents will be reported to the Hydrock Health and Safety Department and Project Director via telephone as soon as possible after the event, following first aid being administered and any unsafe areas / plant / equipment being made safe. The accident / incident brief will be outlined and the Site Supervisor will then be required to complete the HIRF (Hydrock Incident Report Forms) and issue them to the Hydrock Health and Safety Department.

Depending on the incident and following every significant accident, a member of the Hydrock Health and Safety Department may travel to site and undertake a full accident investigation. An accident report will be produced which will highlight the root, underlying and immediate causes

Construction Phase Plan

of the accident / incident. Preventative measures will be highlighted and put into place on the project, as well as being detailed within a Safety Bulletin or Notice and issued to all other Hydrock projects for implementation. The accident details will also be detailed within the Hydrock Accident Database to form part of the Hydrock Group Accident Data. From this data statistics are calculated and trends identified which enables Hydrock to continue to reduce accidents across the company.

The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR) require the reporting of specified accidents, occupational ill health conditions and dangerous occurrences to the Health and Safety Executive.

Following the reporting of the accident or incident to the Hydrock Health and Safety Department, an assessment of the accident / incident will commence by the Health and Safety professional assigned to the project and, if required, the accident / incident will be reported to the Health and Safety Executive via the online accident reporting service or accident line.

Following any reportable accident on site the Client will be notified and copies of all reports, accident book entries and HSE notifications will be issued.

2.14 Production and Approval of Method Statements and Risk Assessments

Before any work activities are undertaken on site, method statements and risk assessments are to be drafted to provide a safe system of work to be followed by the on-site staff when undertaking the task / activity. The Site Supervisor will draft these following the Hydrock method statement and risk assessment template and guidance notes.

Once drafted, all method statements and risk assessments are to be issued to the Hydrock Project Manager for review. Following this review, the method statement and risk assessment will be returned to the author with comments, which will then need to be incorporated into the method statement and risk assessment before being reissued for sign off.

Following the sign off process, the method statements will be printed and placed into the site Health and Safety file ready for the project commencement.

Prior to any work being undertaken on the project, a method statement briefing will be delivered by the Site Supervisor, who will read and explain the contents of the method statement and risk assessments to the site team, assigning roles and responsibilities. Following this briefing, all attendees will sign a method statement register to confirm that they have received and understood the contents of the method statement and risk assessment.

As the work task is undertaken, if the working method is changed for any reason, the work on site will be stopped and the method statement and risk assessment amended and a secondary briefing will be undertaken before the work activities on site can recommence.

Sub-Contractors will issue the Site Supervisor their method statements and risk assessments prior to attending site. These will then be assessed by the Site Supervisor (and if required the Health and Safety Department), who will provide comments back to the Sub-Contractor (if required). Following any amendments being made to the method statement and risk assessments, they will be reissued to the Site Supervisor, who will confirm that they are suitable and sufficient. When the Sub-Contractor attends site for the first time, they will be required to undertake a method statement briefing to all of their staff and provide the Site Supervisor with a copy of their signed method statement register.

Construction Phase Plan

No works will be permitted to be undertaken on site unless an approved method statement and risk assessment is in place and all persons involved in the work activities have been briefed on its contents and signed the method statement register.

All method statements and risk assessments will be retained within the Site Health & Safety File throughout the duration of the contract.

2.15 Project Specific Site Rules

A specific set of site rules have been written for this project following the assessment of the environment and the proposed scope of works to be undertaken. Many of these rules will be implemented on all Hydrock projects but are not to be overlooked as generic or of lower importance than the specific requirements for the site, as all of the rules have been put into place to ensure the safety of all employees, sub-contractors, visitors and third parties who may be affected by the scope of the project and Hydrock's undertakings.

All persons working on or visiting the project are required to follow the rules set out below:

- Ensure that on arrival at the premises they, and any other persons who are under their control, report to site Supervisor.
- Abide by all conditions of the Site Induction
- Wear the minimum required standard personal protective equipment at all times and wear task specific personal protective equipment as required and detailed within the method statements.
- Only tools, plant and equipment are to be used by those who have been formally training in their safe use and by those who have issued the Site Supervisor with copies of the relevant training certification.
- Smoking is only permitted in designated areas of the site.
- Zero tolerance to drugs and alcohol.
- Ensure the safe handling, storage and disposal of materials brought onto the premises.
- Inform the Site Supervisor in advance of any proposal to bring any hazardous substances onto the premises and that the relevant parts of the Control of Substances Hazardous to Health Regulations 2002 are complied with.
- Not interfere with any fire prevention or alarm / alert equipment and abide by fire procedures, drills, musters.
- Report, on the day of its occurrence, all accidents, incidents which they are involved in or witness while on site.
- Take steps to minimise noise, dust and vibration produced by their equipment and activities.
- Ensure scaffolds, ladders and other such means of access where required are erected and used in accordance with statutory requirements and good working practice.
- Ensure any welding or burning equipment brought onto the premises is in safe operating condition and used and stored in accordance with all safety requirements.

Construction Phase Plan

- Ensure any lifting equipment brought onto the premises is adequate for the task, is properly tested / certified and that copies of these certificates are issued to the Site Supervisor.
- Ensure any plant and equipment brought onto the premises is in safe condition, is properly tested / certified, that copies of these certificates are issued to the Site Supervisor and it is used / operated by competent persons.
- Abide by any speed limits, conditions or parking restrictions.
- Ensure that they are familiar with the emergency procedures existing on the premises.
- Treat the Welfare facilities provided with care and respect, cleaning down surfaces and clearing away all food stuff after use.
- Ensure access restrictions to restricted parts of the premises are observed.
- Ensure, where any doubt exists regarding Health and Safety requirements, advice is sought from the Site Supervisor.

Sub-Contractors attending site to undertake a package of works must abide by the above site rules and ensure that they;

- Familiarise themselves with the sections of Hydrock's Safety Policy which affects them and ensure that appropriate parts of the Policy are communicated to their employees who will carry out work at the site.
- Co-operate with Hydrock in its fulfilment of its Health and Safety duties to contractors and take the necessary steps to ensure the like co-operation of their employees.
- Comply with their legal and moral Health and Safety duties including the requirements of the Health and Safety at Work etc. Act 1974, Construction (Design and Management) Regulations 2015 and the Management of Health and Safety at Work Regulations 1999.
- Ensure the carrying out of their work on the Company's premises in such a manner as not to put either themselves or any other persons on or about the premises at risk.
- Where applicable and requested by the Company, supply a copy of its Health and Safety Policy, Organisation and Arrangements for Health and Safety written for the purposes of compliance with Section 2(3) of the Health and Safety at Work etc. Act 1974.

2.16 Fire and Emergency Arrangements

A standard Fire Risk Assessment for the project will be written to cover basic operations on a basic project. If there are additional risks posed by the environment or the non-basic work tasks, a permit to work system will be put into place to control these additional risks.

As defined within the General Fire Risk Assessment, firefighting equipment will be stored in the back of the Site Supervisors van, along with an Air Horn if required for the specific site, for raising the alarm. This equipment will be checked before each project to ensure that all equipment is in working order and any required inspections of compliance have been completed.

The Site Supervisor will inspect all firefighting and fire alarm equipment and as part of the Site Supervisors Weekly Inspection, this inspection will be completed every 7 calendar days, the fire inspection being completed 7 days after project commencement.

Construction Phase Plan

The following Fire Prevention measures will be enforced on this project, as part of the controls put into place by the Fire Risk Assessment:

- Hot work is not to take place until a hot work permit has been issued by the Site Supervisor.
- In addition, any contractor carrying out permitted hot works must check the working area 30 minutes after the work has ceased, to ensure that there is no fire hazard.
- Contractors are responsible for providing fire protection measures for their own work. These must be detailed in their method statements and risk assessments and will be subject to approval by the Site Supervisor.
- The use or presence of LPG will not be permitted on site without express permission of the Site Supervisor. All work involving LPG is to be detailed in method statements and risk assessments and must be approved before work commences. The work will be subject to a hot work permit. LPG is to be stored correctly when not in use.
- Rubbish is to be regularly cleared, and must be removed to a designated skip / location at the end of each day.
- All site staff are to be briefed on all fire prevention and response measures as part of the induction briefing.
- Smoking is only permitted within designated areas of the site

The location of the fire muster point will be discussed at the site induction and all persons working on the project will be aware of its location.

The fire alarm, evacuation procedure, when discovering a fire is to;

- Raise the alarm by shouting 'Fire, Fire, Fire' or by operating the air horn, which is located in the engineers van if required for the site.
 - If the fire is small, attempt to extinguish it using a suitable fire extinguisher. If the fire extinguishers are expelled (not exceeding three) and the fire remains alight, abandon the fire fighting and proceed to the muster point.
- Alert supervisory staff and go to the Muster Point.

When hearing the fire alarm or alert you are required to;

- Isolate any plant or equipment in use.
- Go directly to the Muster Point. The first person there is to alert the Site Supervisor.
- Undertake a head count and notify the Site Supervisor if there are members of staff missing from your work group.

The Site Supervisor, on hearing the alarm or alert will;

- Assess the fire, either directly or from reports from first hand site personnel and call the fire brigade if required.
- Check with contractors to see if any personnel are missing. (Note: if any personnel are reported missing call the ambulance service if appropriate).
- Do not attempt to fight the fire unless you have witnessed the start of the fire, know it is small and the risk is low. Once personnel have left the premises / site NO ONE IS PERMITTED TO RE-ENTER until informed that it is safe to do so by the responsible person.

Construction Phase Plan

- Assess the fire and notify adjacent residents, workplaces and members of the public who may be affected by the fire.
- Receive and brief the Emergency Services, giving the location of water hydrants (if Known), and details of any missing personnel.
- Notify the Client and the Hydrock Health and Safety Department once all other duties have been completed.
- Take witness statements and photos of the incident when safe to do so.

Fire drills will be undertaken at six monthly intervals, the first fire drill being completed after 30 calendar days of the project commencement. All staff will be notified on the morning of the drill, the Site Supervisor will put in place a fire scenario and then instruct a member of the site staff to operate the fire alarm and notify the site of the fire. A detailed log will be kept of the movements of the site staff and reaction / evacuation times and then reflected upon after the drill has been completed to identify if improvements can be made to the existing fire procedures. For larger site the Hydrock Health and Safety Manager will coordinate the fire drill.

Construction Phase Plan

3. ARRANGEMENTS FOR CONTROLLING SIGNIFICANT SITE HEALTH & SAFETY RISKS

3.1 Underground Services

Before attending the site, the existing utility plans will be obtained and the proposed excavation areas checked to see if they clash with known underground services. If this is the case, the proposed excavations will be relocated prior to attending site.

On arrival to site, and if required under the terms and conditions of the contract, a sub-contractor will complete a ground radar survey of the site and confirm to the Site Supervisors where services are located. If any of the proposed excavations clash with identified services, they will be moved. Identified services will be recorded and signed off by the Hydrock site supervisor and Sub-Contractor using HSMS.F94 Service Clearance Form.

Prior to any mechanical or hand dug excavation works commencing at each location, a CAT & Genny will be used to scan for metallic services. This will be repeated every 300mm within the mechanical or hand dug excavation, down to a depth of 900mm.

If at any point services are identified and the proposed excavation cannot be moved, the excavation will continue using Safe Digging Practices to expose the service. Once exposed and made safe, the excavation can recommence using mechanical excavation.

3.2 Hazardous Substances

There are two likely activities which could expose Hydrock workers to harmful substances during the scope of this project; these are the use of interaction with any COSHH Substances used as part of the work task and unidentified substances within the soils.

COSHH Substances will be controlled by the writing of suitable and sufficient COSHH Assessment and the communication of the required control measures to be employed. This briefing will be part of the method statement and risk assessment briefing.

COSHH substances will be stored in the back of the engineer's van.

Any harmful substances which could be present within the soils will be assessed prior to arrival onto the project from a study of historical site usage as part of the Phase 1 desk study.

Where highlighted as high risk that harmful substances will be present, at a concentration which would be harmful to Hydrock staff, additional control measures including personnel protective equipment will be put into place. These controls will form part of the site induction which is delivered to all site staff on the project.

Where a lower risk rating is identified, the Hydrock Supervisor will ensure that suitable personal protective equipment is taken to site in case harmful substances are encountered. The Site Supervisor will be aware of the potentially harmful substances and be competent in the ability to identify the potential presence of such substances within the soils.

Where a substance is identified or suspected, all works will be stopped and a new daily briefing held where the site PPE requirements will be increased, along with any other control measures required.

Construction Phase Plan

3.3 Asbestos

As defined within the Pre-Construction Information, no asbestos containing material (ACM) has been identified within the confines on the site. However, the Site Supervisor and key site staff are trained in Asbestos Awareness as a minimum level of Asbestos training and if during the works ACM are identified or suspected the following procedures will be followed.

On suspecting that ACM has been discovered, the excavation and other works in the immediate vicinity will be stopped and the Site Supervisor will be notified. The suspected material will be sampled and the sample sent for analysis. The excavation or area where it was discovered will be covered and remain covered until such time as the sample results have been received. If it is identified that the sample contained ACM a remediation strategy will be developed to remove or manage the asbestos on site.

3.4 Unexploded Ordnance

A 3rd UXO desk study was obtained for the site as the area of Manchester is classed as a moderate risk of UXO. The preliminary UXO risk assessment concluded that UXO risk specific to the site is no greater than background and no further mitigation measures are required.

3.5 Noise

Hydrock will take every effort to reduce exposure to noise from site works for site staff, visitors and members of the public by assessing noise producing equipment detailing appropriate hearing protection in RAMs documents. These requirements will be briefed to site staff and site works will be cordoned off, where appropriate, to prevent public access and placing signage warning of site works. Site operating times will be within sociable hours to prevent noise pollution to local residents where relevant. Visitors will be briefed of any noise hazards on arrival to site and before any site walk over.

3.6 Vibration

Hydrock will take every effort to reduce exposure to vibration from site equipment for site staff by assessing the vibration magnitude and exposure times of vibrating equipment, based on manufacturers documents and the HSE HAV's calculator. Details of vibration exposure and their specific controls are documented in the project RAMs documents which will be briefed to site staff before works commence.

3.7 Dust

Hydrock will take every effort to reduce exposure to dust from site works for site staff, visitors and members of the public by assessing dust producing equipment and detailing appropriate dust suppression in RAMs documents. RAMs will be briefed to site staff, work areas will be cordoned off, where appropriate, to prevent public access and placing signage warning of site works. Visitors will be briefed of any dust hazards on arrival to site and before any site walk over.

3.8 Extreme Weather

Hydrock's Health and Safety department issue safety bulletins on any MET office issued weather warning to all staff. As well as safety bulletins, Hydrock site Supervisors will monitor weather for the local area via a selection of apps, (BBC Weather, The MET Office and Flood alert etc). Weather conditions for the day will be briefed as part of the Daily Site Briefing and appropriate controls put in place to prevent harm to site staff from extreme weather.

Construction Phase Plan

3.13 Covid-19

There is the potential risk for Coronavirus to be brought onto site during these works

If you have symptoms that include fever, headaches, muscle aches, dry cough leading to shortness of breath and believe you may have COVID-19 do not attend site and contact the site manager regarding the absence from site.

If workers fall ill on site they should:

1. Return home immediately.
2. Avoid touching anything.
3. Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow.

Construction Phase Plan

4. THE HEALTH AND SAFETY FILE

4.1 Arrangements for Collecting of Health and Safety File Information

Information for the Health and Safety File will be contained within the Completion Report, which will be produced upon completion of the works. The type of report produced will depend on the type of project which has been undertaken. The information held in this report will be sufficient to satisfy the requirements of the CDM Regulations (2015) with respect to the contents of the Health and Safety File.

4.2 Information Content and Issue

The report will be produced following the completion of the project, although in most cases this will be started in advance of this. It is estimated that a full report can be prepared, ready to be issued for the Health and Safety file, within four weeks of the completion of the project and for small projects this can be prepared quicker.

Construction Phase Plan

Appendix A Fire Risk Assessment

Location:	General SI Site	Date:	30th May 2024
		Review:	31st May 2025

Identification of Hazards:	
Flammable Material:	<p>The flammable material is restricted to the Hydrock Truck, Welfare Van (if present) and items of Plant and Equipment being used.</p> <p>The highly flammable material consists of diesel, oils and other small quantities of spray, etc.</p>
Heat Sources:	Heat sources are minimal but exist within the engine of each vehicle or item of equipment, smoking or from possible vandalism.
Compressed Oxygen:	Not to be stored or present on site.

Identification of those at Risk:	
Fire Speed:	Fire spread would be slow at first in most environments, followed by local explosion if fire results in the rupture of diesel or petrol tank of vehicle on fire. However, fire speed could be increased within summer months in areas of dry grass or within crops.
Number of People Affected:	The number of people affected will be all site staff in most situations but could impact on neighbouring properties or sites if the fire was to spread or be located next to a boundary where this could encourage fire spread.
People at Particular Risk:	People at particular risk would consist of those visiting site, or those people delivering items to site, who are unfamiliar with the sites emergency arrangements.
Fire Alarm	<p>The fire alarm, evacuation procedure, when discovering a fire is to;</p> <p>Raise the alarm by shouting 'Fire, Fire, Fire' or by operating the air horn, which is located in the engineer's van if required for the site.</p>
Fire Fighting	If the fire is small, attempt to extinguish it using a suitable fire extinguisher. If the fire extinguishers are expelled (not exceeding three) and the fire remains alight, abandon the firefighting and proceed to the Muster Point.
Escape Procedure:	<p>Alert supervisory staff and go to the Muster Point.</p> <p>When hearing the fire alarm or alert you are required to;</p> <ul style="list-style-type: none"> » Isolate any plant or equipment in use. » Go directly to the Muster Point. The first person there is to alert the Site Supervisor. » Undertake a head count and notify the Site Supervisor if there are members of staff missing from your work group.

	<p>The Site Supervisor, on hearing the alarm or alert will;</p> <ul style="list-style-type: none"> » Assess the fire, either directly or from reports from first hand site personnel and call the fire brigade if required. » Check with contractors to see if any personnel are missing. (Note: if any personnel are reported missing call the ambulance service if appropriate). » Not attempt to fight the fire unless they have witnessed the start of the fire, know it is small and the risk is low. » When it is safe to do so resume social distancing measures and hygiene requirements set out by PHE and the NHS. <p>Once personnel have left the premises / site NO ONE IS PERMITTED TO RE-ENTER until informed that it is safe to do so by the responsible person.</p> <p>Assess the fire and notify adjacent residents, workplaces and members of the public who may be affected by the fire.</p> <p>Receive and brief the Emergency Services, giving the location of water hydrants (if known), and details of any missing personnel.</p> <p>Notify the Client and the Hydrock Health and Safety Department once all other duties have been completed.</p> <p>Take witness statements and photos of the incident when safe to do so.</p>
--	---

Control Measures:

All plant, vehicles and equipment are to be inspected before use and in good order with no identified defects.

Plant, vehicles and equipment are not to be left idling when not in use.

Plant, vehicles and equipment are not to be parked in a location close to the site boundary, where a fire involving the plant, vehicle or equipment could result in fire spread to adjacent land, structures or premises.

Fuel is only to be stored in containers manufactured to hold the relevant fuel types and must not exceed 20lt for petrol and 250lt for Diesel.

Smoking is prohibited across the general site. A designated smoking area is to be confirmed within the Site Safety Induction.

No hot-works are permitted to be undertaken on site without a Hot Works Permit being in place and a separate Fire Risk Assessment being written.

Any electrical systems (such as those within welfare units) are to be tested every 12 months and a certificate of conformance is to be present with the system.

A Powder Fire Extinguisher is to be located in the rear of the Site Supervisors van and be easily accessible, tested within the previous 12 months, fully charged and in full working order.

An Air Horn for raising the alarm is to be located in the rear of the Site Supervisors van and be easily accessible and in full working order.

A designated Fire Muster Point will be confirmed within the Site Safety Induction.

Evaluation of Risk:

Likelihood of Fire Outbreak:	1	2	3	4	5	6	7	8	9	10
Consequences of Fire Outbreak:	1	2	3	4	5	6	7	8	9	10
Fire Risk Level:	30				Fire = Likelihood x Consequence					

1 – 40 Acceptable:

The fire risk generated by the conditions within the premises is acceptable. Continue to monitor the control measures in place, test fire alarm system, inspect fire extinguishers and undertake fire drills at regular intervals and re-assess after considerable change or after a one-year time period from the last assessment.

41 – 70 Tolerable:

Although not an immediate risk of fire, the overall risk is quite high. A fire risk reduction program must be undertaken and a time period put into place to achieve this (not more than 6 months).

Improve the risk of fire rating by controlling flammable material and ignition sources.

Improve the speed of the alarm being raised and the speed of the evacuation of the building, while reducing the speed at which the fire and smoke can spread.

Once reduced re-assess the risk of fire.

71 – 100 Unacceptable:

Immediate action must be taken before any further operations are carried out (unless by stopping work it increases the risks).

Improve the risk of fire rating by controlling flammable material and ignition sources.

Improve the speed of the alarm being raised and the speed of the evacuation of the site, while reducing the speed at which the fire and smoke can spread.

Once reduced re-assess the risk of fire.

Do not resume work until the Fire Risk has been reduced to a minimal level of Tolerable.

Fire Risk Assessment Review:

This Fire Risk Assessment is to be reviewed;

In the event of;

Substantial change to the standard method of works;

If there are areas of structures present on the site which could increase the risk of a fire starting or the consequences of the fire;

If there is an increased risk to those outside of the boundaries of the site, following an outbreak of fire;

If for any other reason the risk or consequence of a fire starting or taking hold is increased.

If there has been a fire or if there was a situation which could have developed into a fire but did not.

If a revision is made to the Regulatory Reform (Fire Safety) Order 2005 or to Fire prevention on construction sites Joint Code of Practice.

Author Print:

Nick Brown

Signature:

A handwritten signature in blue ink, appearing to read "Nick Brown", written over a horizontal line.