Construction Phase Plan

Globe House, Manchester



Proposed Basement Flats

Revised updates

22 Jan 2024, emergency contact details pg 10

22 Jan 2024, amendment to the daily working hours pg 13

22 Jan 2024, amendment to the noise monitoring pg 19

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1.0 Project Description and Programme Details

Project Description

To construct additional 3 x number apartments to the existing building apartment complex on land to the east of Southall Street, Cheetham Hill, Manchester.

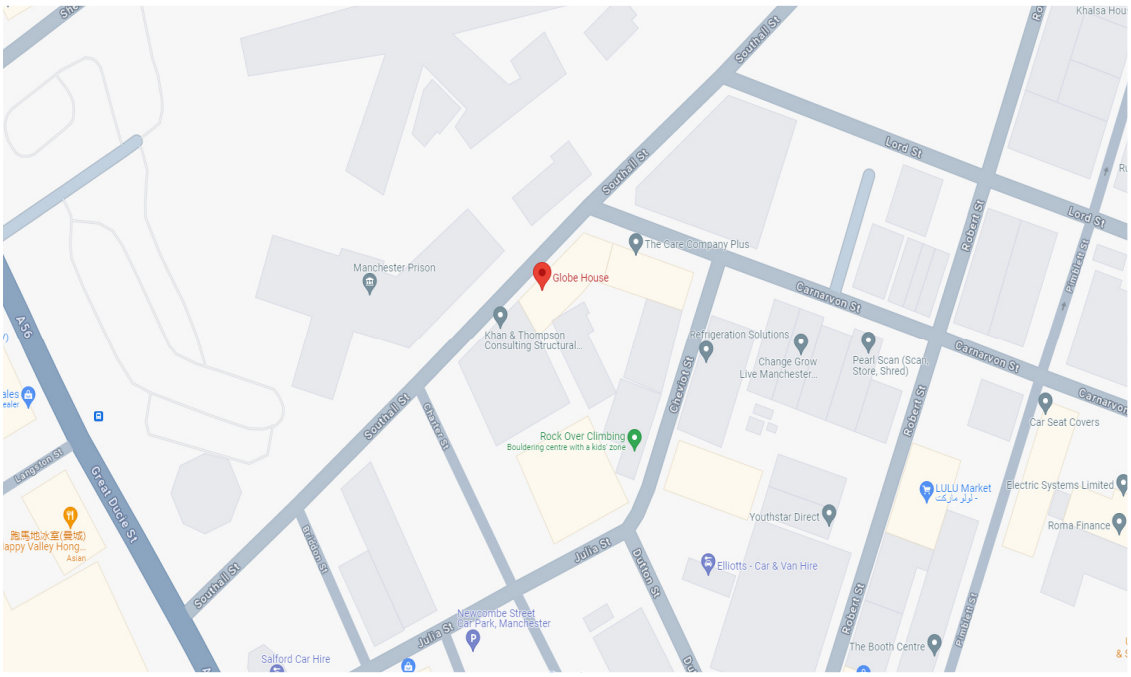
Programme of Construction Works,

The program of works will be approximately 24(6 months) x weeks from the start date.

Planned Start of Construction;	March 2024
Planned Completion;	September 2024
Construction Duration	24 x weeks

Site location;

Southall St
Cheetham Hill
Manchester
M3 1LG



Client
GH Property
Address;
Manchester

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JAD Consulting Risk Management
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Principal Contractor
Ken Cooper
Tel; 07976550687
Email; kencooper0@gmail.com

Requirements/Objectives of the design team and Principal Contractor:

The exchange of design information will be discussed with the clients design team. Any information regarding design or condition of the structure that is found should be inserted into the H&S file and will be provided to the Principal Designer.
Design changes to the project during the construction phase will be discussed prior to any implementation with both the Client, the designer, and the Principal Designer.
The Health and Safety File will be monitored and developed as the project progresses with additional information added and distributed to the design team.
The Health and Safety File will be stored in the site office.

2.0 **Health and Safety Goals**

The immediate Health and Safety goals for the project.

The health and safety goals for the project are to allow construction work to be carried out safely without risk to health, to allow those that maintain the building in the future to do so safely and without risk to health.
The project will be run as an incident and injury free environment, safety will be handled not only by stringent systems but also by the establishment of an environment where people are encouraged to take responsibility for their own and for other colleagues' safety. This will be accomplished through a community by all to open working relationships where individual concerns can be heard, and safety achievements recognised and use of,

The Health & Safety at Work etc Act 1974
The Management of Health & Safety at Work Regulations 1999
The Construction (Design and Management) Regulations 2015
The Provision and Use of Work Equipment Regulations 1998
The Manual Handling Operations Regulations 1992
The Electricity at Work Regulations 1989
The IEE Regulations, 17th. Edition.
The Control of Substances Hazardous to Health Regulations 2002
The Personal Protective Equipment at Work Regulations 1992
The Lifting Operations and Lifting Equipment Regulations 1998
The Confined Spaces Regulations 1997
The Control of Asbestos Regulations 2012
The Regulatory Reform (Fire Safety) Order 2005
The Health and Safety (First Aid) Regulations 2013
The Control of Noise at Work Regulations 2005
The Reporting of Injuries, Diseases & Dangerous Occ. Regs. 2013
The Work at Height Regulations 2005
The Control of Vibration at Work Regulations 2005
The Hazardous Waste Regulations 2005
The Site Waste Management Plans Regulations 2013

In addition to the site rules laid down by the management team

The longer-term goals to be met.

Safety Aims

1) To establish the responsibilities of all Supervisory Personnel on the project towards Safety Objectives
2) To identify the Principal Health and Safety Hazards likely to be encountered during construction
3) To put into place safety initiatives to avoid personal injuries

Safety Targets

To achieve by the effective management and supervision of the project, the elimination where it is not reasonably practicable, the control of risks and the prevention of accidents to:-

- Employees, trades, operatives, and Sub Contractors
- Surrounding occupants and their properties
- Other contractor's working within the site and within the immediate area

Health and Safety Consultation on Site

Structured consultation will take place through regular Health and Safety meetings, sub-contractors co-ordination meetings. This does not preclude the day-to-day consultation.

Selection and control of Subcontractors on Site

The selection process is carried out using the competence assessment forms for designers and contractors. Sub-contractors may/will complete the questionnaire before being awarded the works for the project.

Safety issues can be discussed further at pre-start meetings.

Orders will only proceed with sub-contractors who, in the opinion of the Project management team, satisfy all the safety criteria.

Training

All personnel on entering the site must attend and receive the Site Induction training, consisting of introduction to the Construction Phase Health and Safety Plan paying attention to:-

- Specific Site Rules
- Fire Plan
- Emergency Procedures

Health And Safety Objectives

A review of existing user activities/ considerations has been considered with the following issues identified:

All site staff will be trained and competent to complete works as required CSCS minimal requirement for site personnel with SMSTS CITB Site Managers Safety Training scheme completed by our designated Site Manager.

Dust will be controlled as per the site rules and continually reviewed for best practice. Primary control will be through mechanical extract vacuum for cutting and also cleaning, with the use of dampening down for cleaning and wet cutting stone materials and concrete.

Site management must take reasonable measures in the execution of site works to ensure that the safety of all individuals likely to be affected,

- Emergency procedures and means of escape
- Provision and location of fire-fighting equipment
- Location of First Aid Treatment

The site team shall ensure that all the building entrances are kept clear of materials and safe at all times. A fire safety plan will be provided as this will coincide with the alarm system installed to the warehouse.

Subcontractors will be required to be formally inducted into the site rules and procedures, where they will be signed into to state that they have received and understood the rules laid down. Adherence and full compliance to all health, safety and environmental legislation is absolutely mandatory and the PC reserve the right to spot check and carry out inspection's employees and contractors' activities/manpower and equipment at any time.
The Project Manager will attend co-ordination meetings with the Site team to ensure mutual awareness and planning of forthcoming activities – the site foreman will maintain daily communication channel with all.

The PC will also make themselves aware of the following issues.

- Working with live mechanical and electrical systems
- Temporary works procedure to ensure all structural openings are formed in the correct manner.
- Make all reasonable enquiries with the relevant personnel that have carried out the site investigations as may prove necessary to locate any existing services prior to excavation works commencing on-site.
- A permit system will be in place for hazardous works.

Restrictions affecting works.

- Storage will be made available by the Client required.
- The existing buildings that are adjacent to the site and will be live throughout the construction period, consideration will be given to the staff/ occupants through noise.
- All waste and debris will be kept to a minimum and the site will be cleaned daily.
- Site cables and temporary wiring shall be positioned so as not to create a trip hazard.
- The use of site radios will not be permitted or if allowed then the volume level must be low so as to hear the fire alarm.
- Contractors must not shout, make any undue noise, play games, or indulge in horseplay o any other unseemly behaviour whilst on the premises.
- Noise levels and in-appropriate language and swearing will not be tolerated at any time.
- A good standard of dress should be maintained at all times
- Contractors should work in agreed areas.

3.0) Accident and Incident Reporting

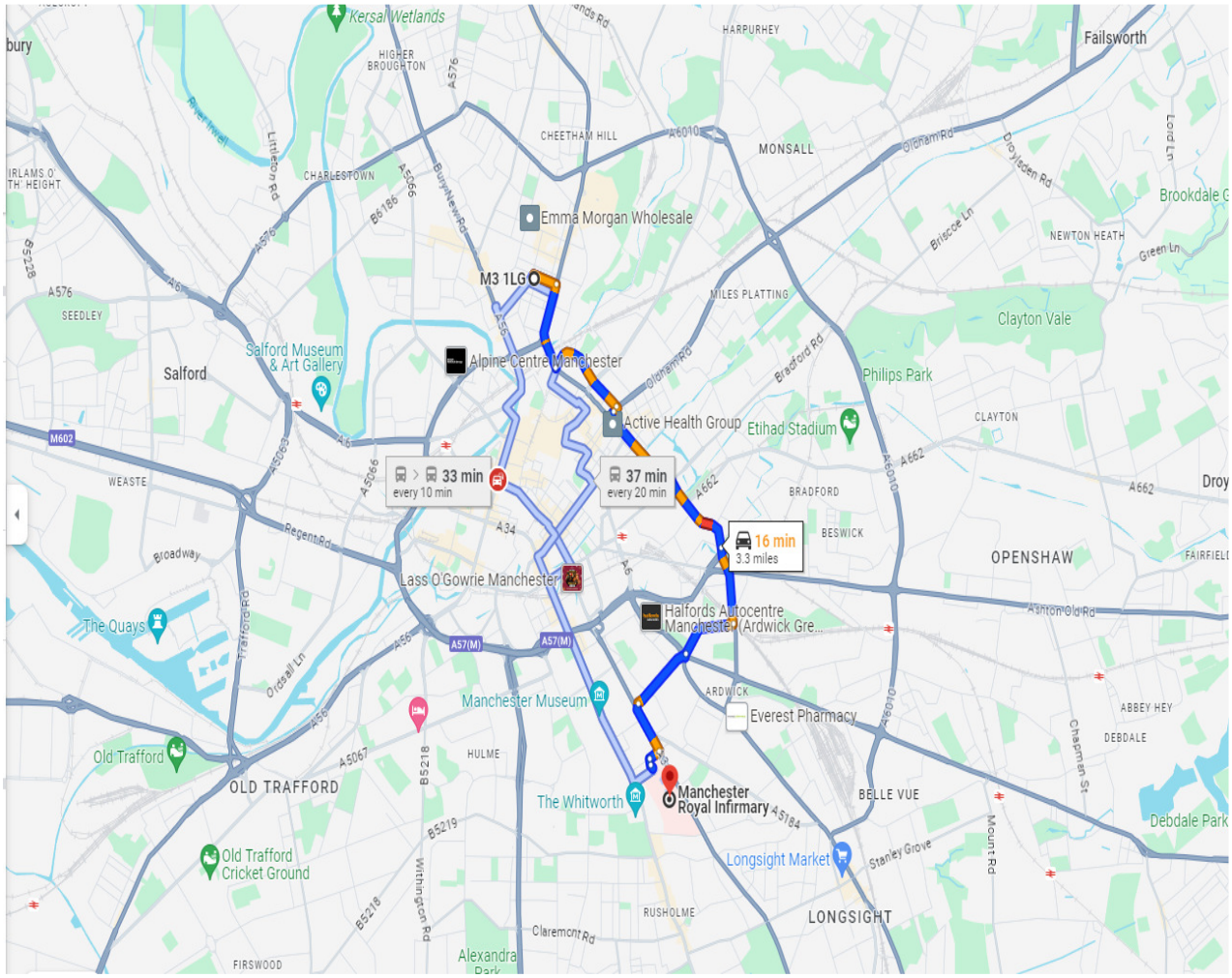
All accidents should be reported to the Project Manager with data inputted in the site accident file.
Reportable incidents will be forwarded under RIDDOR regulations.

Minor injuries or A&E

When seeking First Aid they will advise what treatment will be best. If in case of what is considered serious or could lead to something potentially serious, they will contact the emergency services.

The closest Hospital to the site is;

Cobbet House
Manchester Royal Infirmary
Oxford Rd
Manchester
M13 9WL



Call <u>999</u> in case of an Emergency.

Should a need arise to contact Building Management, the following contact number should be used; 07983505118

4.0) Site Set up and Security

All personnel and sub-contractors, supervisors will receive a site induction prior to commencing any works on site, training will include;

- Specific site rules
- Fire plan
- Emergency Procedures
- Safe access/egress areas
- Site Restrictions
- Identification of specific risks/hazards
- Permit to work systems.
- Emergency procedures, egress routes Muster point
- Welfare areas
- Requirements for Risk and method statements
- General site rules

Training certificates will be requested and logged, CSCS cards will be requested and logged.

Toolbox and safety talks may be requested to address specific areas. When these are considered to be of benefit, they will be arranged.

Statutory notices should be displayed throughout the site. These notices will include.

- F10 notification form.
- Health and safety work Act poster.
- Copy of insurances.

Welfare and First Aid

Diagram of site set up and layout, sections refer to the proposed site layout. Nominated Qualified First Aid at work operatives will be on site at all times**.**

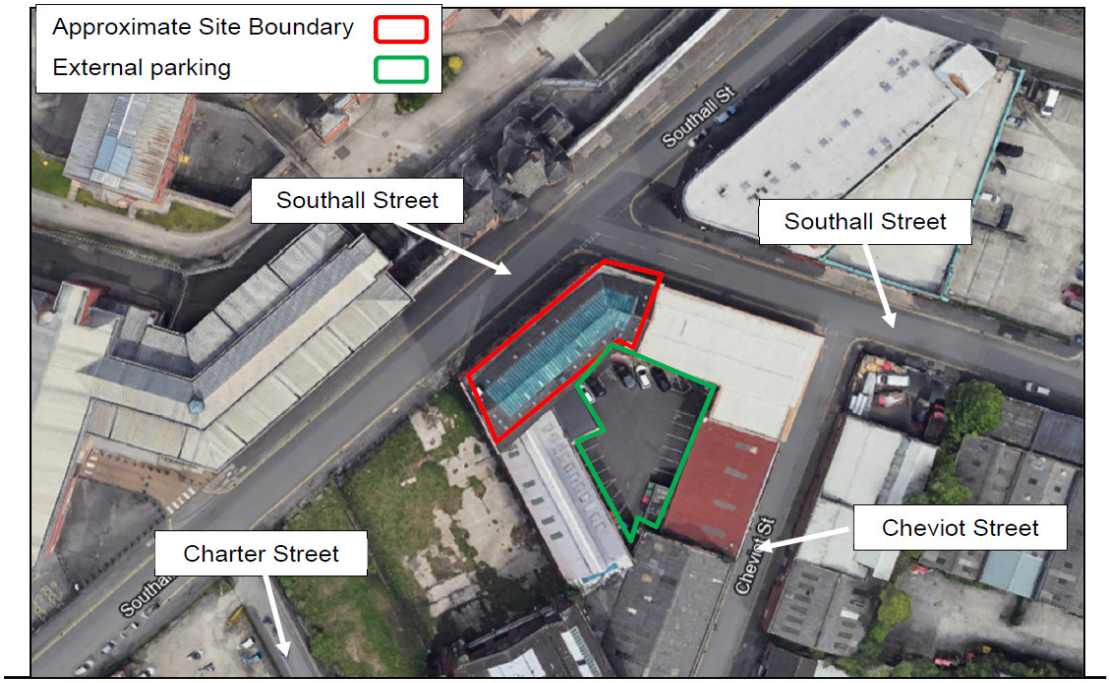
The Principal Contractor will provide welfare facilities, these will include;

- Sanitary conveniences, washing facilities, warm and cold running water
- Basin large enough to immerse hands/forearms
- Soap and Hand towels
- Changing rooms/areas

- Storage areas for PPE
- Facilities to rest
- Tables and chairs (with backs)
- Means of providing warm/hot drinks

These areas will be notified to all workers at the time of induction.

Site Location Plan



Personnel Security& Hoarding requirements

Protective hoarding and fencing will be used when and as needed to carry out any works externally to the property. A permanent hoarding will not be required as the scheme is a fit out internally within the existing building.
Traffic routes within the building to the place of works will be designed as not to cause any issues with and how the building operates daily.

Signage will be displayed around the site and will include all the necessary statutory signage to make the public aware of the construction phase and possible dangers associated with this.

The PM will be responsible for maintaining the security and shall ensure the gates/fencing are closed and locked at the end of each working day to maintain security to the site premisses.

A site register and a visitors' book are to be maintained recording all labour and visitors on a daily basis.

All contractors are required to wear their company identification at all times. The main entrance to the site compound will be secured by physical means and warning notices displayed. Hoarding for security and segregation no further outside is available. Any gas bottles and other flammable materials shall be stored safely in a designated area.

Working Hours

The working hours are to be expected to be within normal site working hours. 08:00hrs – 18:00hrs Monday to Friday with Saturday work being undertaken as required by the contract works but within the normal working hours of 08:30hrs to 14:00hrs.
Noise must be kept within the normal constraints commensurate with the Environmental Health Regulations and the control of pollution act 1974 and control should comply with the code of practice for noise control on construction and demolition sites.
Measures will be taken to choose equipment with low noise performance. A sound barrier can be installed surrounding activities generating high noise where possible. Where not then these activities will be programmed to be carried out within normal working hours on weekdays.

Fire and Emergency Procedures

Procedures in the event of a fire or a dangerous occurrence are laid down in the fire plan. Copies of these are posted around the site and also the information is provided at attendance of the site induction. This includes the details of evacuation from the works and arrangements of assembly to the Muster point.

The PM will undertake a formal site fire risk assessment prior to commencing site construction activities. All existing entrances to the building areas must be kept clean and safe at all times. There will be a need to ensure that there is a clear escape route at all times. The site access plan will detail the fire exit route for use during the contract which should be kept clear at all times.

Fire evacuation, all persons visiting site will be required to sign in and out to be accounted for in the event of a fire. All contractors for the project under the

project will be required to sign in and out of site using the daily register. The PM may be required to liaise with other users of the building and in the surrounding area in the event of an emergency.

For the construction works the nominated supervisor will provide an evacuation plan/routes for the duration of this contract.
Under no circumstances are any lifts or hoists to be used as a means of escape.

All personnel are to be advised to use the existing fire exit routes as applicable. An appointed fire marshal will account for all operatives by calling a register and will then report to an appointed person if a false or real alarm is raised.
Fire marshal to make himself aware of the procedure and documents on commencement of the Contract.

Waste removal and Dust prevention within the site boundary.

This must be carried out on a regular basis in accordance with the requirements of the local authorities and the control of Pollution Act 1974 and the Environmental protection act 1990.

The burning of materials or rubbish on site is **prohibited**

Ensure that non-hazardous materials are disposed of by the approved waste management recycle company employed for on this contract.

Remove all surplus hazardous materials and their containers regularly for disposal by the waste management recycle company employed for on this contract. Do not mix the waste materials.

Site haul routes will be kept clean and highways clear.
Public highways to the site will be swept and litter picked.
Bulk waste materials leaving site will be covered.
The introduction of dust screens or silt fencing to prevent dust spreading from the boundary.
Use of mist cannons in dust suppression and water suppression in cutting, grinding, including any demolition.
Stored bulk materials to be covered where appropriate.
Regular monitoring by the site team (visual) for air/dust pollution crossing the site boundary.

Waste management

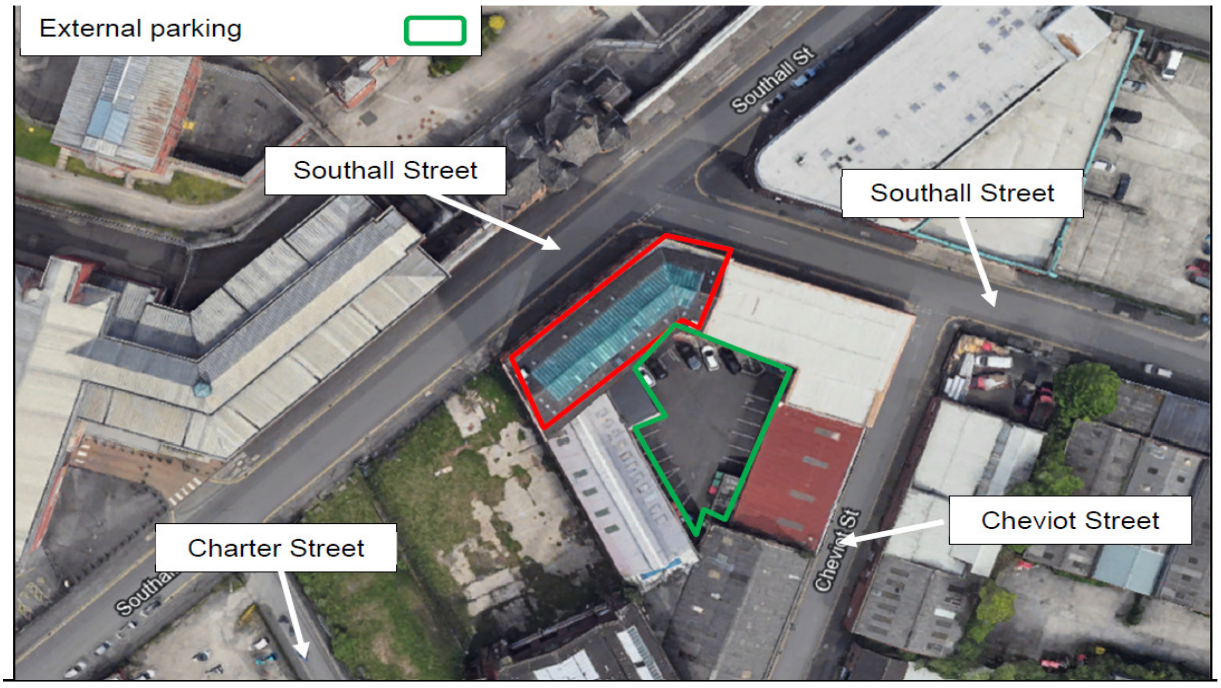
The PC will ensure that the surrounding area is kept clean and tidy at all times. The PC will encourage materials to be cut to size on delivery, there will inevitably be an amount of waste produced on site that will have to be removed from the site during the construction phase.
Waste materials will be removed from the building, loaded into waste skips and taken off site as required to ensure waste is disposed of in a manor beneficial to the environment. Where possible Recycling will be encouraged.

5.0 Traffic Management

Existing Traffic Systems

Existing traffic affects the site boundary in the following ways:

- The access to the site will mainly be via the rear of the building on Southall Street. This is a one-way road; priority should be given to emergency vehicles at all times.
- All deliveries will be assisted by a Banks person via the entrance area.
- Materials will be delivered to site to the schedule of works, it is difficult to arrange the deliveries to a specific time slot due to the nature of the business. The deliveries will be unloaded quickly to avoid traffic congestion.
- Parking; off-site parking is available as per the photograph below.



Boundaries & access

Access to the site is shown on the site location plan

Deliveries will be timed to be considerate to the surroundings and will be limited to within the working times outlined in the planning permission of 08.00 – 18.00hrs, no deliveries on Sundays.

Site access – vehicular/Pedestrian

- Vehicular and pedestrian routes are to be clearly defined by signs and barriers
- The site team will protect the existing roads and footpaths within and adjacent to the site to ensure safe use by users and visitors.
- The site team will continually monitor the cleanliness of site and surrounding access areas. Firstly, checking the condition of the vehicle prior to leaving and the subsequently the highway following the vehicles departure. This will be undertaken at regular intervals during the day and increased dependant on the frequency of vehicle movements.

6.0 Construction Methodology

The site office and Welfare area will be set up to an agreed area.
The apartment areas will be stripped/ checked over via to starting works.
The apartments will be set out for walls externally and internally and checked against the design.
The agreed internal fit out process will follow:-
1st fix walls and ceilings
M&E 1st fix
Firestopping
BCO sign off
Insulation and close up walls
Skim plaster
Paint
Joinery works
M&E 2nd fix and power up
Décor and finishes.
Testing and Commissioning
This could change to the site process conditions.

7.0 Risk Assessment Process

Where risks can be identified at an early stage, these will be advised and discussed at the pre-construction meetings.
Regular Health and Safety meetings, concentrating on risk assessment will be held and chaired by a member of the Project Management team. These meetings will produce written risk assessments that will be circulated to all persons concerned.

Existing health hazards noticed,

- Dust.
- Electricity.
- Shared building/ occupants.
- Local businesses in close proximity.

Contaminated Land, including results of surveys.
N/A.

Ground Conditions
No unusual conditions have been noted.

Adjacent Land Uses
The site is located within a busy industrial environment with local commercial units in close proximity to the site. HMP Manchester is directly opposite.

Health Risks arising from Clients Activities.
Generation of Noise and Dust.
Measures will be taken to choose equipment with low noise performance.
Measures will be taken to reduce the manufactured dust levels generated from various trades disciplines.

Dust
Dust levels will be monitored by the PM or by a site nominated person.
Duties will include recording inspections completed. Notify sub-contractors of the site ruling on dust mitigation.
Certain activities can produce high levels of dust ranging from.

Cutting masonry or concrete
Dry sweeping
Cutting wood and MDF with both hand tools and power tools

Cutting plasterboard and sanding.

Methods will be required to mitigate the generation of dust and will be implemented for any works that generate dust for eg;

Use dampening down methods or vacuum cleaners for cleaning instead of using sweeping brushes.

Use a Wet cut attachment when cutting brick and concrete.

Use direct extraction systems to power tools, use the attachments to convert the extract system to convert to a vacuum cleaner. Adopt the cut and clean system.

Install a LEV system to reduce the airborne particles if direct extract systems are not practical.

Bring as much materials to site cut to size from suppliers.

Do not let dust and waste levels generated build up.

Noise Vibration & Disturbance

Noise monitoring process will be carried out by the PM. Results will be logged, and any concerns identified, these will be addressed when and if required. Works will cease if the noise levels cannot be addressed, an alternative approach and method will be required/ sourced.

Subcontractors will be notified that specified work equipment is CE marked and has a declaration of conformity with respect to noise emissions.

All noisy tasks to be highlighted in RAMS No noisy works before 8am. Regular noise monitoring in place.

Noise and Vibration Precautions

If during the development, the site team identifies that noise and or vibration has the potential for becoming significant then team should consider the following options:

Noise control measures will be in place.

• Equipment and construction methods employed should be chosen with the objective of minimising vibration.

• Undertake vibration causing activities as far away from sensitive receptors as possible.

• Anti-vibration mountings should be fitted to rotating / impacting equipment where practicable.

• Plant and machinery are operated and maintained in good working order.

• Plant, machinery, and vehicles that are not in immediate use are shut down or idled according to circumstances and where practicable.

• Access to and from site is only via designated routes.

• Where appropriate all complaints from members of the public are liaised with site for review of necessary actions and for suitable responses.

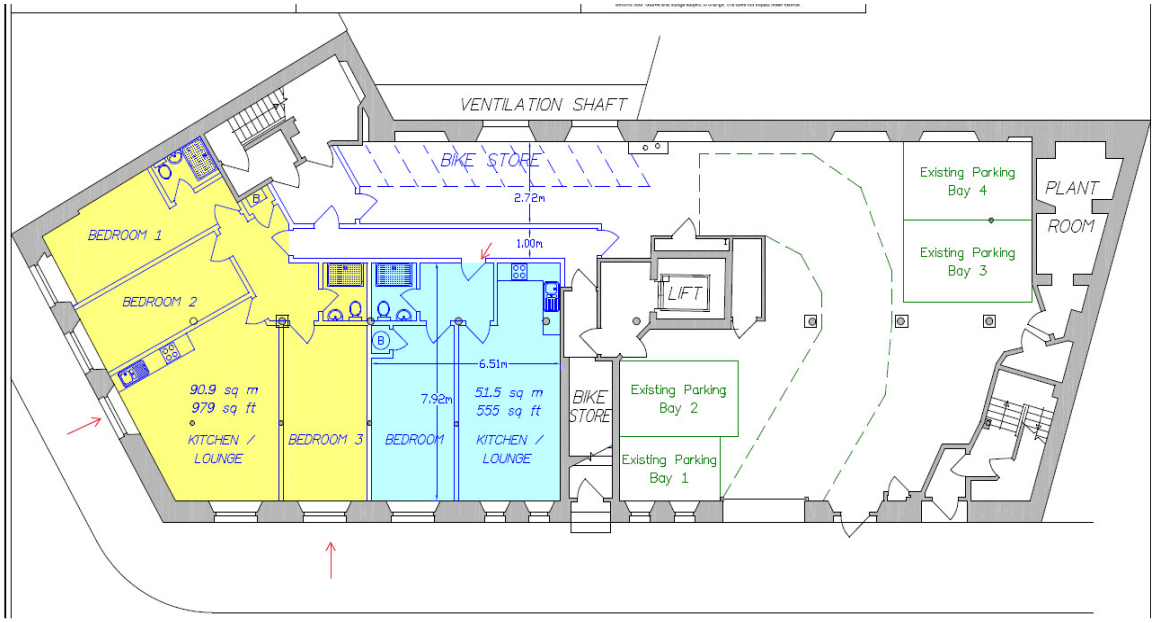
• A log will be drafted detailing complaints received and how they have been dealt with.
• One-way traffic systems/turning circle is to be created and used to minimise the annoyance caused by vehicle reversing alarms
• The haul roads must be kept as smooth as possible and carefully maintained to reduce vibration impacts caused by heavy plant movements.
• Noise monitoring is to be undertaken by competent parties using specialist equipment which is calibrated as required in-line with the manufacturer's instructions if required.
• Contract noise or vibration limits were flagged as a potential issue are adhered to.

Planned Site Monitoring for noise.
A Sound Meter will be available if required, which will be calibrated prior to use onsite. *See pic below of a noise meter reader to be used.*



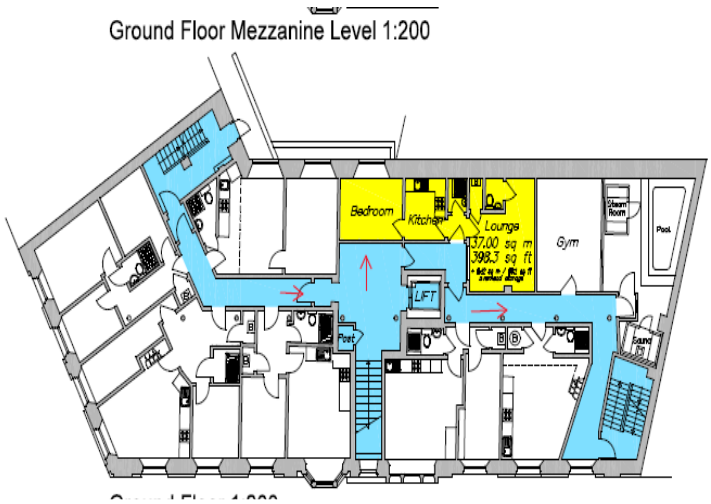
Boundary noise monitoring will be established at agreed key positions where a potential impact on public parties could be considered. Such monitoring will be carried out at agreed intervals or when certain activities that generate high levels of noise are being carried out.

Construction noise will be monitored throughout the construction phase of works.



Arrows indicating possible noise monitoring locations.

Internal noise measuring will be carried out as each construction process commences. Levels will be recorded and if considered to be high readings then alternative measures will be introduced, for example;- shot gun fixings to be replaced with drill and plugs, impact drill drivers to be replaced with drill drivers.
Noise levels will be recorded and logged by the PM.
Works will cease if noise levels are high with alternative agreed methods applied to the works prior to continuing.
Monitoring will be carried out by the PM or a member of the site team.



Arrows indicating possible noise monitoring locations.

Existing Services

Arrangements for controlling risks from services.
Every endeavour will be taken to identify existing services which are indicated on the utility drawings provided.
Areas will be checked/scanned prior to commencement.

Permit to work systems.
A permit to work system will be in place for any hazardous high risk works, these will be filled in by the foreman and the site manager.

Control of significant site risks
No risk assessments are included in the main body of the Construction Plan and will be developed as part of Construction phase.

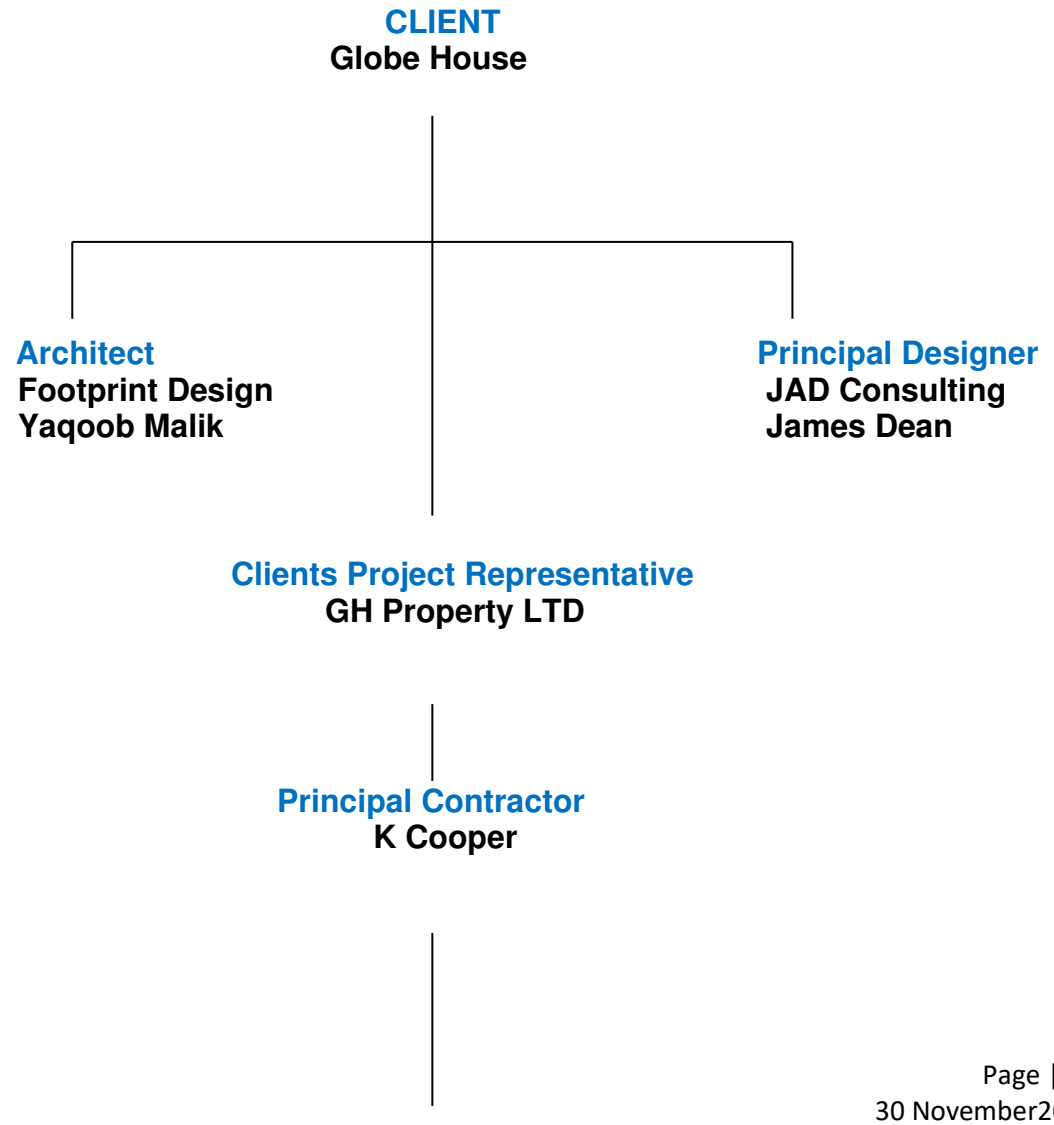
Please Note; No risk or method statements are included within the Construction Phase Plan – items as part of the risk register will be site correspondence.

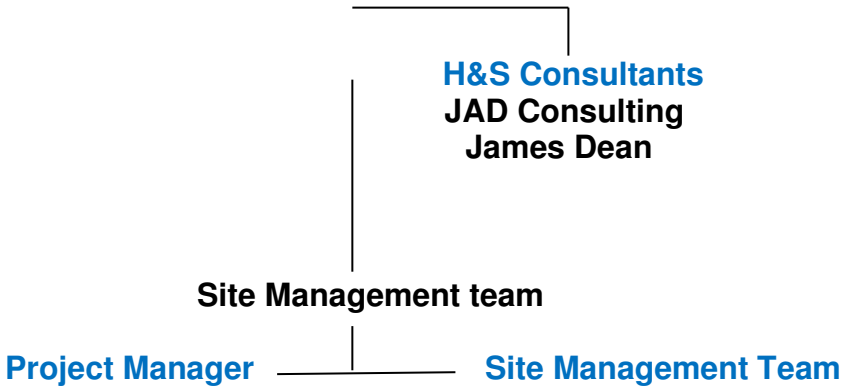
Risk register;

Noise	*Both as an environmental pollutant and a health hazard to workers, staff. The PC will ensure that they comply with the noise at work regulations.*	*Y*
Dust	*The effect on workers, staff, and the existing environment. The PC will comply with the Control of substances hazardous to health regulations*	*Y*
Vibration	*Measures will be taken to minimise the effect on the existing area. All vibrating equipment should comply with the PUWER regulation and work methods to the Control of Vibration at work Regulation*	*Y*
Lead	*The PC will where reasonably practicable, ensure that the control and management of exposure to Lead. In accordance with the Control of Lead at work Regulations*	*Y*
Asbestos	*The PC will ensure any asbestos waste found from the existing work area is removed and disposed of correctly in accordance with the Control of Asbestos Regulations*	*Y*
PPE	*Ensure that all operatives are supplied with and comply with the PPE regulation*	*Y*
Lifting	*Ensure that the lifting operations are compliant with LOLER 1998 regulations*	*Y*
Electricity	*Ensure that all electricity works are carried in accordance with the Electricity at Work Regulations 1989*	*Y*
Fire Safety	*Ensure that the fire safety and emergency plans etc comply with the Regulatory reform order 2005*	*Y*
Welfare	*Ensure that all welfare complies with the CDM 2015*	*Y*
Health Risks	*Ensure that such operations that can obtain health risks comply with the control of Substances hazardous to health regulations*	*Y*

	2004.Newry will promote the hazards of undue exposure to the sun for those who work outdoors	
Gas	*Ensure that all work is carried out to meet the Gas Safety Regulations 1998*	*Y*
Work Equipment	*Ensure all equipment meets the following: Provision of Use of Work Equipment Regulations 1998*	*Y*
Operatives/general public	*Ensure all work is carried out in accordance with the workplace regulations 1996*	*Y*
Waste management	*Ensure all waste management is carried out in accordance with the Waste Management Regulations 2008*	*Y*
Environmental	*Ensure that any environmental problems that occur on site are dealt with in accordance with the Environmental Protection Act.*	*Y*
Confined Spaces	*Ensure that operatives entering and or working in a confined space must be trained, competent and comply with the Confined Space Regulations 1997*	*Y*
Permits to Work	*Ensure that a permit to work system for High-risk works will be in operation.*	*Y*

(8) Health and safety Management Structure




H&S Consultants
JAD Consulting
James Dean
Site Management team
Project Manager
Site Management Team