

Construction Phase Safety, Health, Environment & Quality Plan (CSHEQ Plan)

CONTRACT DETAILS:

CONTRACT NUMBER: TBC

CONTRACT TITLE: **One Park Place,
Manchester**

CLIENT: Apater Capital

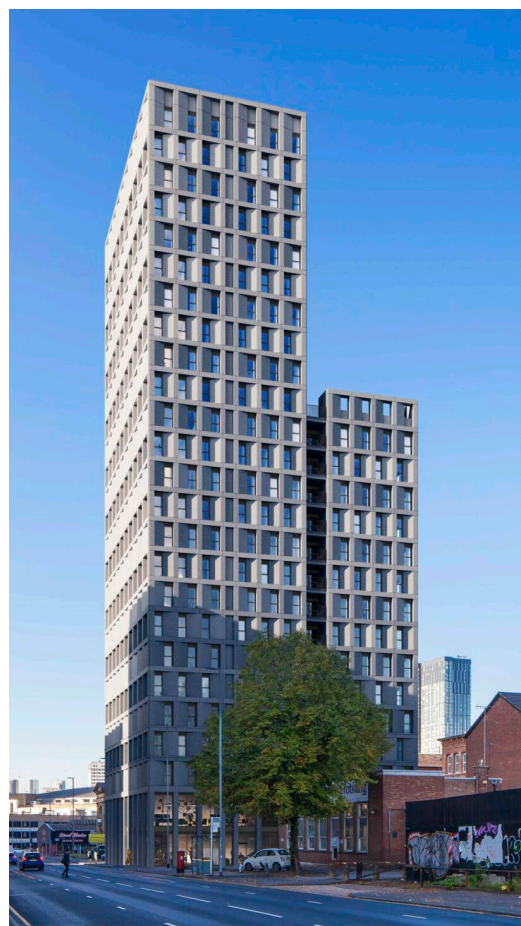
CLIENT REFERENCE: TBC

Prepared By: Simon Rutherford Date: 03.10.23

Checked By: Paul McBurney Date: 03.10.23

Approved By: Insert Date: Insert

Accepted By: Insert Date: Insert



The project CPP should be reviewed and updated monthly, persons reviewing should identify changes in table, no change note review completed.

Issue	Page(s)	Revision Description	Prepared	Reviewed	Authorised
01	All	First Draft, with amends	SR	PM	
02	9, 10, 15,21, 22	Complaints, Hours of work, Noise & Vibration	SR	PM	

Construction Phase SHEQ Management Plan (DRAFT)

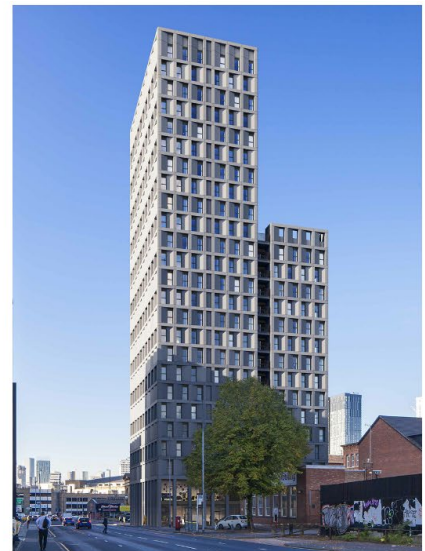
(Contract Number) One Park Place, Manchester

NOTE:

The responsibility for the safety of the contract works rests fully and unreservedly with the Principal Contractor. The acceptance of this Safety, Health, Environmental & Quality (SHEQ) Plan by the Client and involvement in studies or audits does not in any way absolve the Principal Contractor from that responsibility, nor is it intended to confirm or suggest that the Principal Contractor fully meets their statutory obligations.

Distribution of first issue and all subsequent revisions:

1. Original to be retained on the site in hard copy within the site management files.
2. PDF copies to be retained on company contract specific electronic filing system(s).
3. PDF copies to be mailed to Client, Principal Designer, Contract Manager, Quantity Surveyor, SHEQ Advisor and the nominated representative of all subcontractors.



The SHEQ plan is structured in the following sections:

1.0 PROJECT OUTLINE

- 1.1 Purpose
- 1.2 Project Detail
- 1.3 Dilapidation Surveys, Existing Records and Plans – Pre-Construction Information
- 1.4 Project Targets and Objectives
- 1.5 Legal Requirement
- 1.6 Ownership and Review

2.0 PROJECT MANAGEMENT ARRANGEMENTS

- 2.1 Contractual Structure
- 2.2 Delivery Team Structure
- 2.3 Accountabilities and Responsibilities
- 2.4 Meeting and Communication Arrangements
- 2.5 Stakeholder Engagement
- 2.6 Complaints Procedure
- 2.7 Transfer from Bid to Pre-Con/Delivery Team

3.0 CONSTRUCTION LOGISTICS & MANAGEMENT

- 3.1 Risk Assessments
- 3.2 Site Security
- 3.3 Welfare
- 3.4 Emergency Response

4.0 ENVIROMENTAL & SUSTAINABILITY

- 4.1 Carbon Footprint
- 4.2 Noise, Vibration & Dust

5.0 ASSURANCE AND DESIGN

6.0 QUALITY CONTROL

7.0 PROJECT MONITORING, AUDIT and REVIEW

- 7.1 Key Appointments
- 7.2 Site Team Monitoring
- 7.3 Independent Monitoring
- 7.4 Proactive and Reactive Reporting

8.0 APPENDICES

1.0 PROJECT OUTLINE

1.1 Purpose

This Construction SHEQ plan is produced to demonstrate the plans and arrangements to ensure effective delivery of the project.

The basic principle of the content evolves from the management system and procedures on United Way that define the ways of working for all projects within United Living. Reference and inclusion of pre-construction information best practice has been included.

The purpose of this document is to:

- Provide detail of how the project is to be constructed and managed for the benefit of the delivery team, client scrutiny and other interested parties.
- To ensure a safe and healthy place of work is provided and maintained throughout the project for employees, contractors, visitors and public/residents.
- To ensure that the design and quality controls and assurances are understood and documented to meet client and legal requirements.
- To ensure that the environmental and sustainability risks and deliverables are identified, understood, and managed.
- To demonstrate understanding and compliance with legal requirements, for example CDM. Building Safety and Fire Safety.

1.2 Project Detail

The design and build of one new residential apartment buildings on brownfield land adjacent to Park Place, central Manchester;

Block	Apartment Type	No. of Apartments
Main	1 Bed	46
	2 Bed	95
	3 Bed	13
	Total:	154

There are mixed amenity spaces included.

Initially, under enabling works package, the existing site will undergo the external concrete ground slab to be broken up, set aside and crushed. The Site will be fully remediated as per an agreed remediation strategy, clearing away any obstructions.

A suitably designed granular piling mat will be laid as part of these works. We will carry out a Ground Penetrating Radar survey and to identify live services within the site.

There are no existing trees on-site requiring clearance.

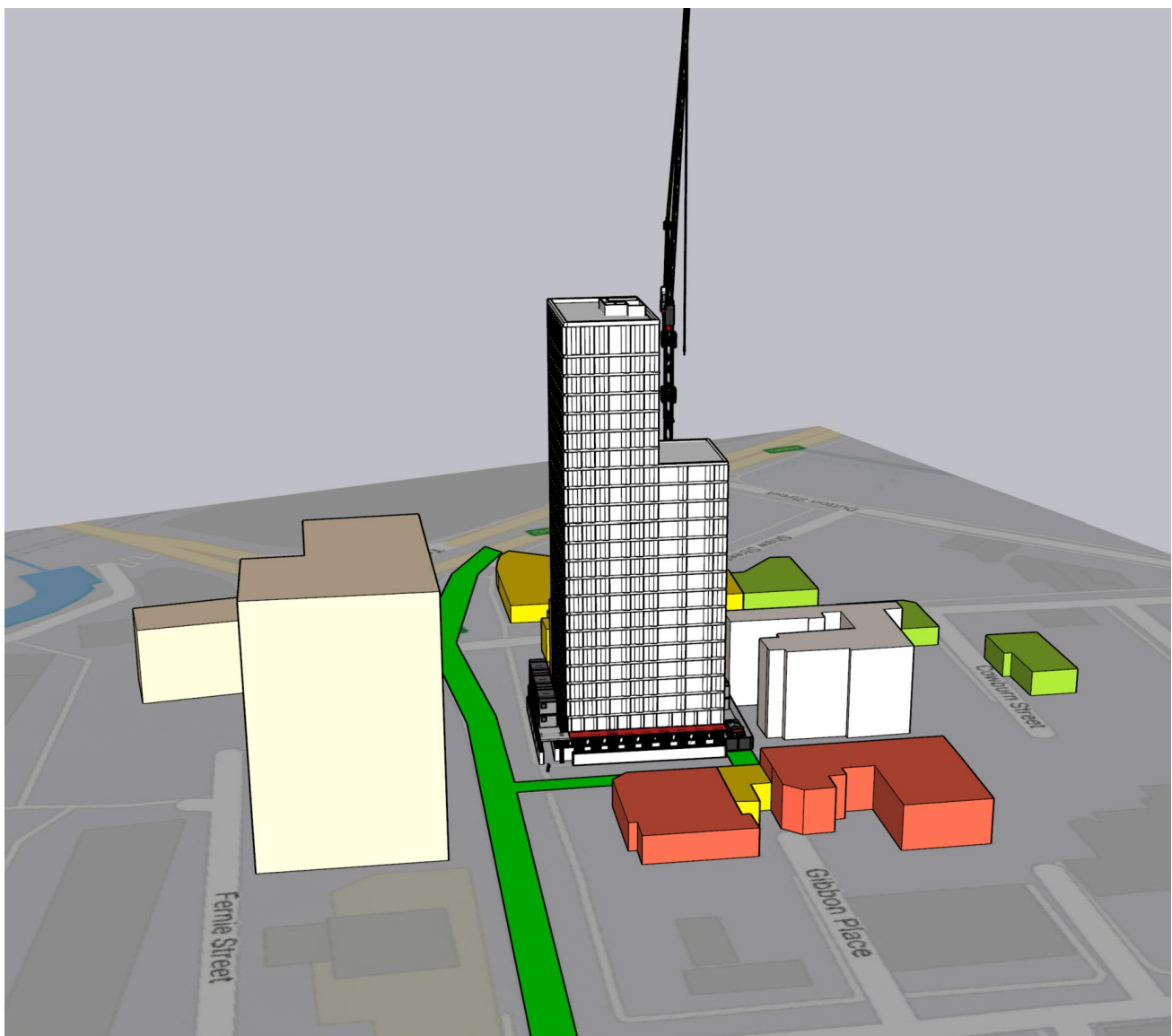
Construction Phase SHEQ Management Plan (DRAFT)

(Contract Number) One Park Place, Manchester

The construction comprises of a series of Continuous Flight Auger CFA, piles with a network of pile caps and associated ground beams before constructing a suspended reinforced concrete ground floor slab. Before any Ground Penetration is undertaken we will again refer to all information and managed in accordance with established procedures.

The main structure is a reinforced concrete building, including lift shafts and stair cores. The facades are a hybrid of inner leaf Structural Framing System, SFS along with a precast concrete panels to the outer leaf and cladding in localised areas. Windows are of an aluminium fabrication.

The duration of the project is approximately 130 weeks, of which 6 weeks will be the enabling works and the remainder the main construction phase.



1.3 Dilapidation Surveys, Existing Records and Plans – Pre-construction Information

Prior to the commencement of any work, information was evaluated and assessed and used to ensure the safe planning of any works this is filled on the United Living server.

United Living have evaluated the information and relevant surveys commissioned by the Client to gather sufficient evidence of the site. Information obtained has been collated and will be issued to the appointed Principal Designer, to be included within their Pre-construction Information Pack, a copy of which will be provided within our digital project folder under One Park Place, Manchester.

1.4 Project Targets and Objectives

Group has set strategic targets to allow continued improvement and added value, the following table outlines how the project will aim to assist in aiming for targets.

TARGET AREA	GROUP TARGET	PROJECT SPECIFIC TARGET	BRIEF OUTLINE
Environmental Objectives & Targets	Reduce carbon emissions to net-zero by 2030	-	-
	Reduce avoidable waste to zero by 2030	Site Waste to achieve 95% recycled.	-
	Eliminate single-use plastic by 2030	Single Use plastic to be minimised to a minimum and alternative packaging to be used wherever possible.	Alternatively try using cardboard or wooden packaging crates which can be recycled.
Safety Targets	100% completion of RAMS Challenge for high-risk trades.	Site Teams to comply with UL compliance.	-
	Close Call/ Good Call, hazard spots: 4 per employee/ contractor operative per year.	Each member of staff and site operatives are to provide the site team 4 no. Close / Good Call hazard Spot initiatives / year.	-
	25% reduction on Group AFR (July 20 was 0.1, therefore target 0.75)	Site teams are to be meticulous with on site, safety standards and must comply with HSE & UL compliance to assist in achieving a 25% reduction on yearly Accident Frequency Rate, AFR.	-
Quality Targets	Inspection and test plans, evidenced and delivered for identified quality risk areas, including fire protection and prevention.	Site team are to collate on site records including photographic evidence to verify that works have been constructed in line with designers' drawings and specifications along with inspections from appropriate checking bodies.	Site registered with Considerate Constructors
	CCS target score 40	CCS target score 40	-

1.5 Legal Requirement

A full list of SHEQ legal registers [REG-0001](#) can be found on United Way.

The development of this plan has considered all legislation and relevant guidance and industry standards in particularly the following enabling legislation:

- The HASWA 74
- The Control of Pollution Act 1972
- The Environmental Protection Act 1990
- The Clean Air Act 1993
- CDM 2015
- The Building Regulations 2010

All the required legal documents will be displayed on site for example, F10, Insurances and HSE notifications poster on the relevant safety boards.

Local authority licences such as hoarding and other specific will also be displayed:

- Water Discharge licence
- Over sail licences
- Parking suspension
- Road closure licence
- Pedestrian path closer licence
- Hoarding licence
- Scaffolding License on public footpaths

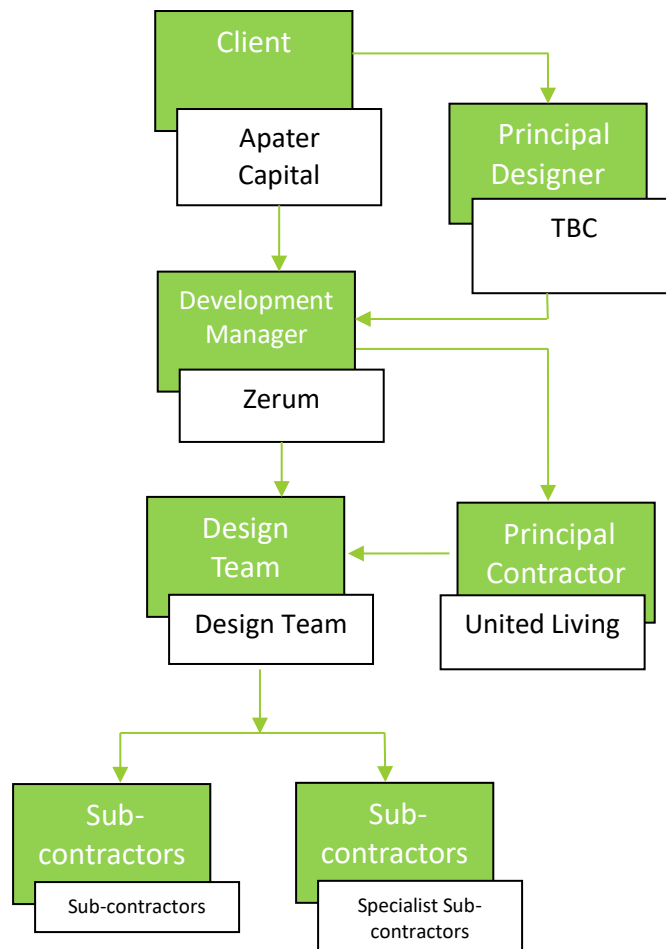
1.6 Ownership and Review

The Project Contract Manager owns this plan. For larger projects this will be delegated / shared with other delivery teams.

The Contract Manager will establish the review period for this plan based on project duration, scope, program and other factors considered relevant.

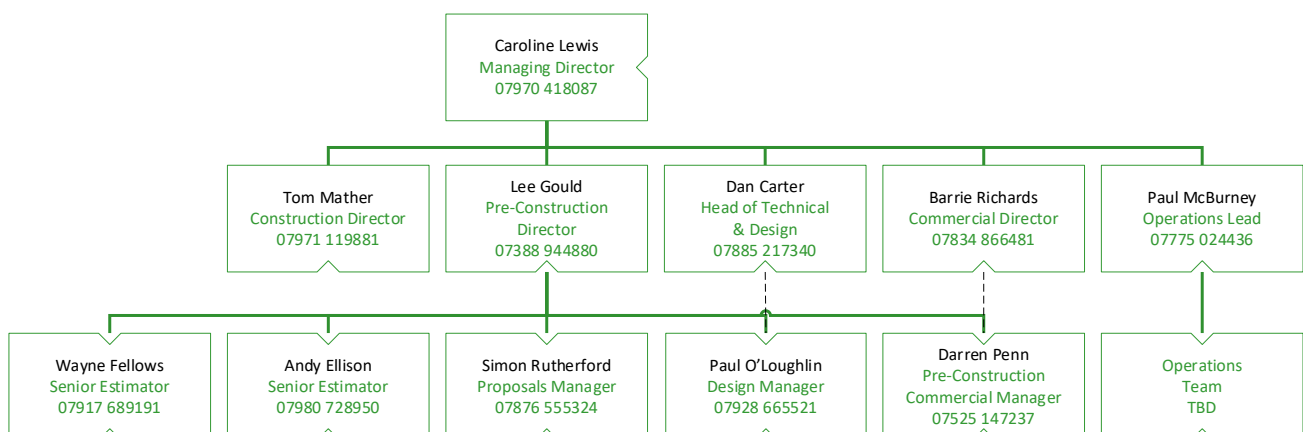
2. PROJECT MANAGEMENT ARRANGEMENTS

2.1 Contractual Structure



2.2 Delivery Team Structure

PCSA Structure (Delivery Team TBC)



2.3 Accountabilities and Responsibilities

The project directory for this project can be found in [appendix 3](#) and responsibility matrix is at [appendix 2](#).

2.4 Meeting and Communication Arrangements

- Record the agreed meeting structures, project review, client meetings, design meetings (DTM)
 - Minutes will be taken, distributed and logged on our document management system; ACONEX.
- United Living Site teams will facilitate initial fortnightly DTMs, onsite or through Microsoft Teams, with Design Consultants which may change to monthly reviews as the design progresses.
- Senior managers will meet on site to discuss actions and strategies to de-risk any issues concerning the site activities.
- The project will hold monthly meetings with the client on-site to discuss all manner of scheme progress as appropriate. Agenda and details discussed will be collated, issued and filed on ACONEX.
- Contractor meetings will be arranged weekly with key trades and held on ACONEX and Site Files. KPIs will be developed to allow understanding for each trade.
- Day to day management will be under [PRO 2630 Putting people to work](#). This outlines the process of communications on the project and continues improvement avenues.
 - Including daily start right meetings, collaborative planning meetings and close call/good call
- Project review CVRs will take place monthly and recorded internally.

2.5 Stakeholder Engagement

Prior to:

- Advance notice to neighbouring residents / businesses provided via letter drops and notices.
- Website articles promoting the forthcoming development, what it entails, how to get in touch or how to apply for opportunities with us.
- Engagement event (to be agreed) held in the locale to raise awareness of plans and to draw comment from the general public (communicated out via the same means).

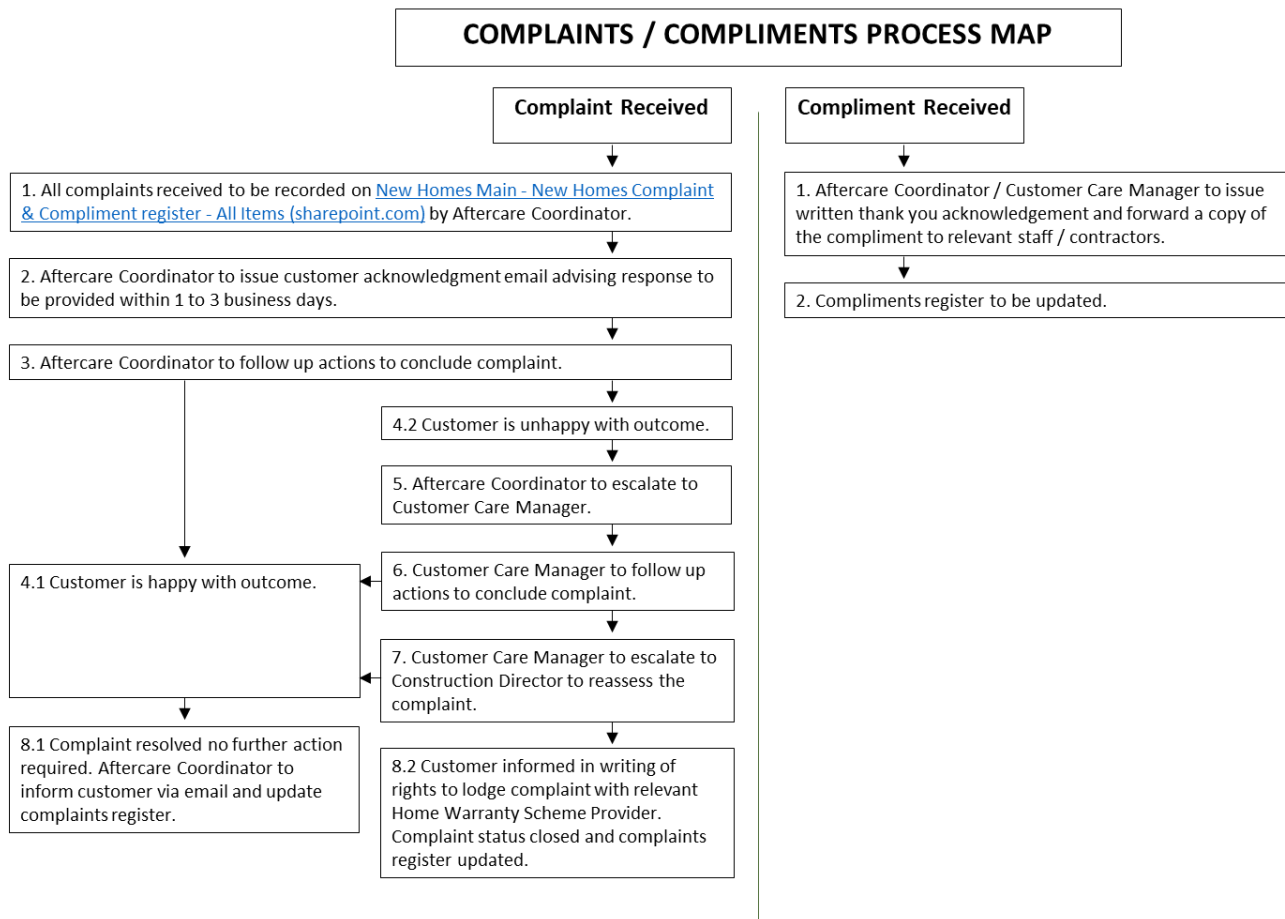
During:

- Our main site signage will display key information such as key contact information for any queries, along with up to date / build progress related information updates.
- Advance notice of particularly noisy or obstructive works will be communicated to neighbouring residents / businesses via letter drops, emails (to those who have provided their details to us) and signboards / notices.
 - Information will include details of upcoming works e.g. large deliveries / noisy / disruptive works etc and mitigation actions we have taken in consultation to reduce disruption.
- Key contact information will be included on all communications including on our Site Notice Boards.
- A Traffic and Pedestrian Management Plan will be displayed at key areas around the site with additional safety signage to inform the public and ensure their safe travel around the site during the works. This will be updated as necessary throughout the works.

2.6 Complaints Procedure

- Any concerns of the client's representative will be addressed and dealt with on the spot or can be raised during our regular Client / Contractors Meetings.
- Complaints will be managed to ensure acceptable closure as directed by the Contract Manager.
- All items of satisfaction or complaint will be forwarded to the Customer Care Team for analysis. This information forms part of preventative action monitoring for the project and is utilised in quarterly Management Review meetings.
- Our Complaints Procedure will be available to view on-site, with all complaints received formally acknowledged within 12 hours of receipt. A suggestion and complaints box will be fixed to the site hoarding by the pedestrian entrance for members of the public to have their say. Monitored throughout.

- The formal complaints procedure is intended to ensure that all complaints are handled fairly, consistently and wherever possible resolved to the complainant's satisfaction.
- New Homes Aftercare responsibility will be to:
 - acknowledge the formal complaint in writing;
 - respond within a stated period of time;
 - deal reasonably and sensitively with the complaint;
 - take action where appropriate.



2.7 Transfer from Bid to Pre-Con/Delivery Team

Presentation and formal Risk & Opportunities Plan handover to take place on completion of the PCSA in early 2024 to the delivery team. Attendees will be logged and minutes recorded.

Pre-Con Attendees:

- Lee Gould – Pre-Con
- Darren Penn – Commercial
- Simon Rutherford – Pre-Con
- Wayne Fellows – Cost
- Andy Ellison – Cost
- Paul O’Loughlin – Design
- Paul McBurney – Operations

Key Delivery Team Attendees:

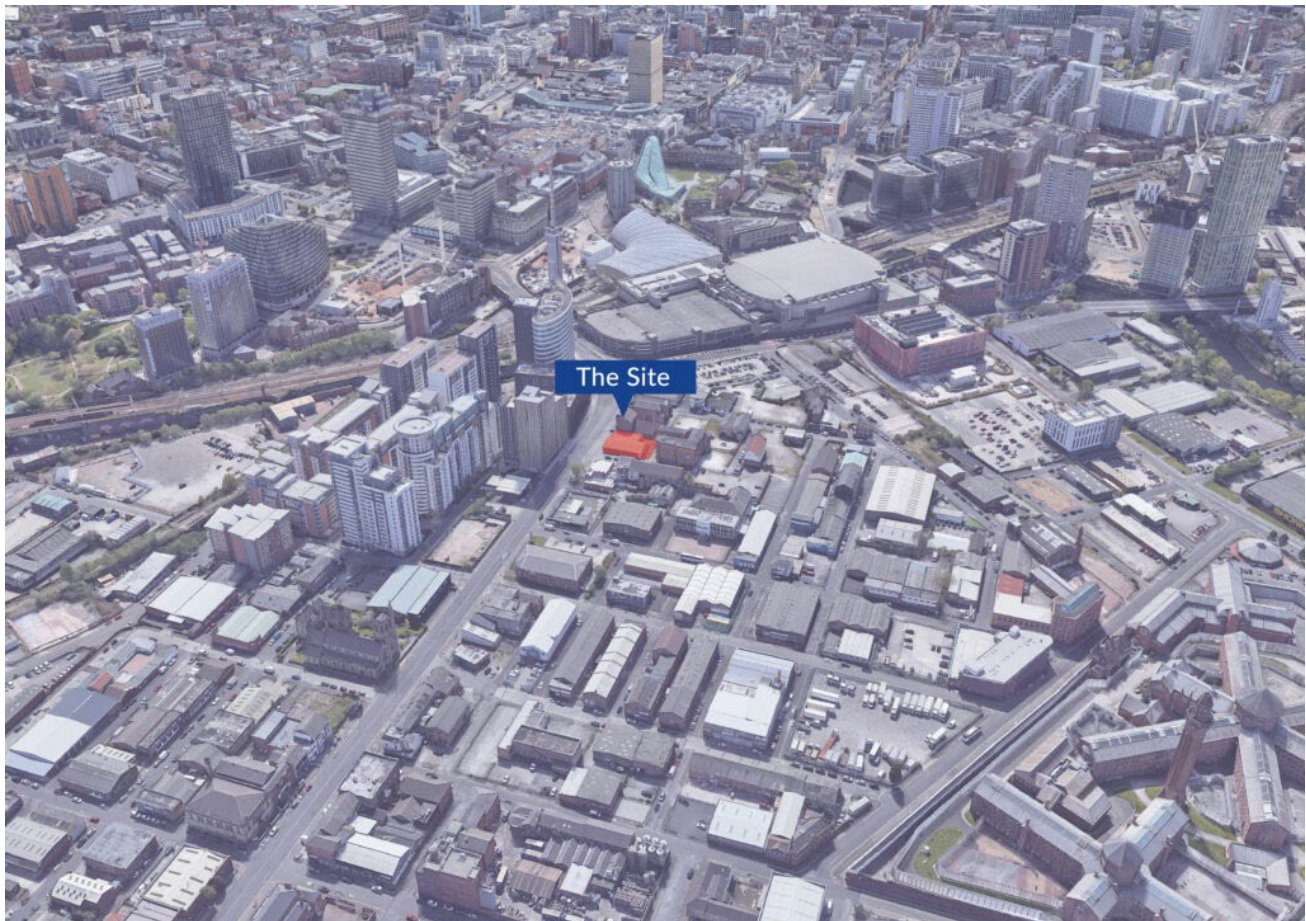
- Contract Manager – TBC
- Project Manager – TBC
- Quantity Surveyor – TBC
- Design Manager – TBC

3.0 CONSTRUCTION LOGISTICS & MANAGEMENT

This section outlines arrangements for controlled development of the project. The continuing change of the build will be managed with the review process as detailed in 'Section 7 – Project Monitoring, Audit and Review', along with the working plans that are found in appendices to the main CPP.

Brief Summary:

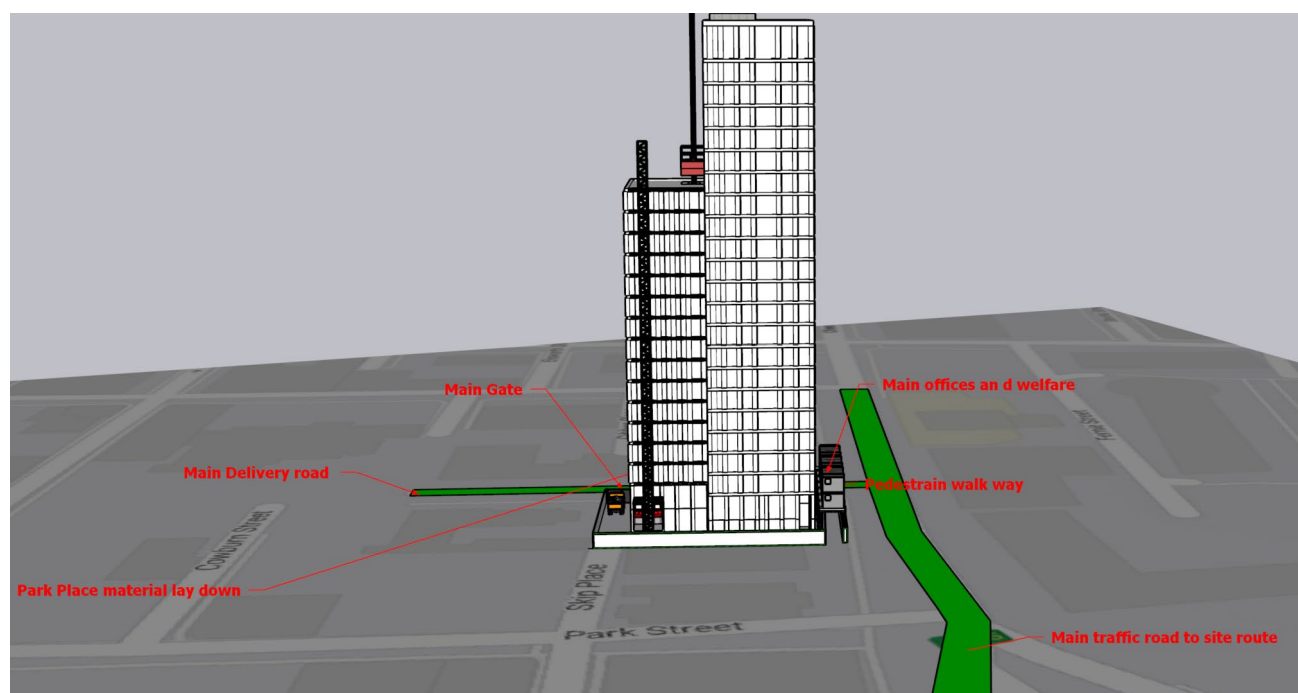
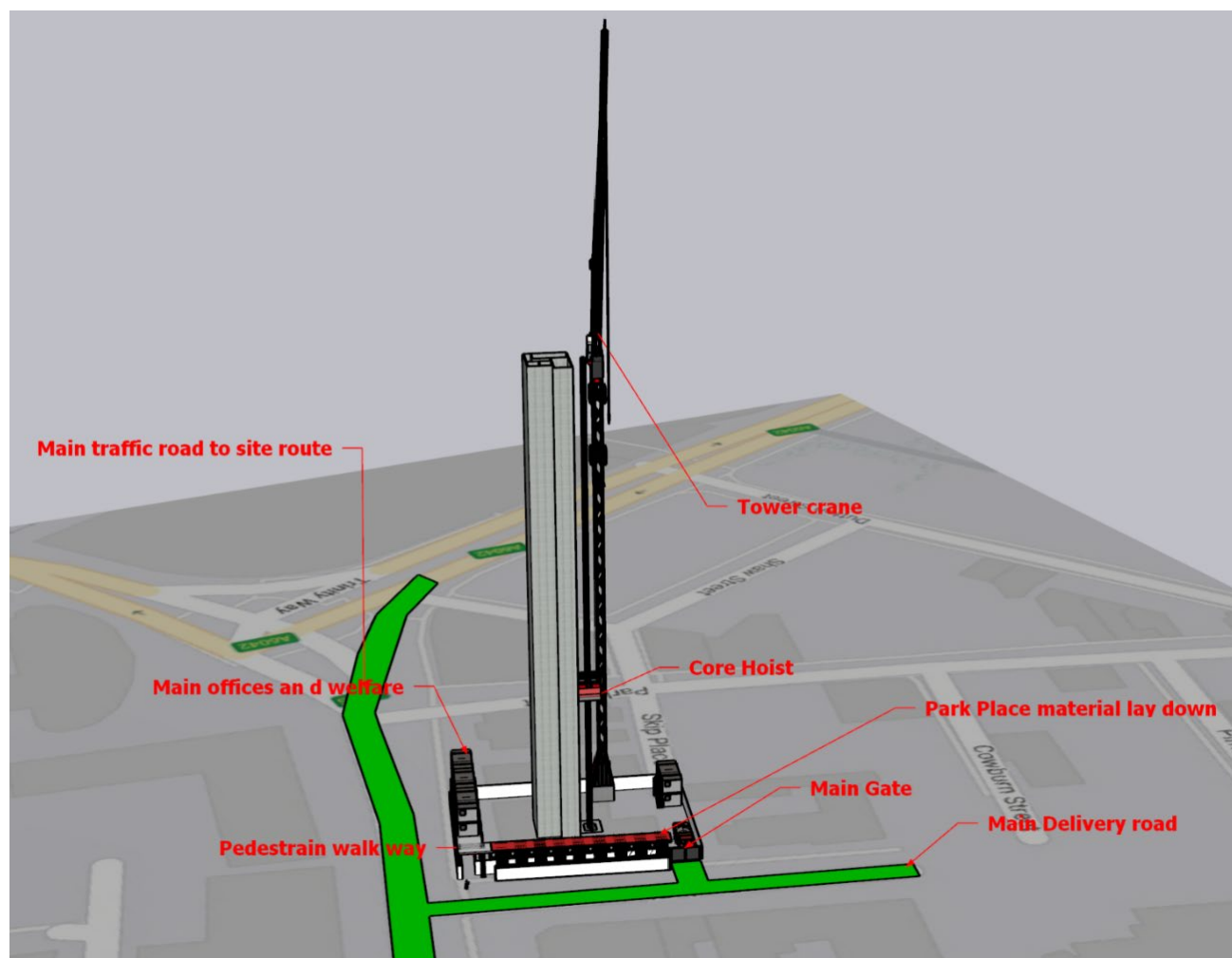
- No noisy works will commence before 8.30 am and works will complete by 5.30 pm (or as agreed)
- There are no known highway restrictions for vehicles attending site.
- Vehicles (when called in by communication), will be marshalled onto site to the designated point of Load / Offload position.
- Vehicles will be inspected for cleanliness on exiting the site.
- There are no foreseen dangers as the vehicle leaves United Living's site.



Site Logistics Overview:

- Cheetham Hill will be the main delivery route for materials to site.
 - Turn left into Park Place for entrance
 - Turn left on to Cheetham Hill for exit.
- Materials on the initial stages to be off loaded from within the site boundary.
- As the building progresses materials to be loaded / stored temporarily on the designated loading bay
- A Banksman will aid the loading / unloading of all deliveries and ensure the safe access / egress to site.

Site Logistics Overview: Compound, Crane, Hoist, Waste and Access Layout



Wheel Wash – provided at Gate 1; a raised platform will allow all vehicles to be hosed down before leaving site. The platform will be a sump to catch all wash-off / debris and then removed from site accordingly.

Dust Suppression – anticipate low risk given UL scope does not include the reduced level or placement of a pile mat. Regardless, we will develop and implement a Dust Management Plan (DMP) which will outline our measurement and suppression measures in the event of dust arising. Our main mitigation measures will include water sprayed from hoses local to the source and the aforementioned wheel wash facilities.

- Our DMP will adhere to the applicable recommendations outlined within the Air Quality Assessment (103056) in relation to communication, site management, monitoring and maintenance.

Material Deliveries – Primary Entry, Gate 1 – Primary Exit.

- We intend to use the area on Park place as a “pick” line for the Tower cranes for delivery of material.
- All deliveries are to be “Just on time” and will be booked into site with a 30min unloading time.
 - Vehicles will only be called to site when the bay is clear for the next delivery.
 - No vehicles are to sit outside the site waiting for entry.
- All delivery vehicles are to be sheeted over.

Waste Removal – Waste “Bins” will be located by each hoist on each floor. The bins will be collected each day and brought to the ground floor to be picked up by our waste collection company who also will be our logistics and delivery controlling company.

Parking on-site – There will be no parking on site and only certain staff will be permitted to park in the area opposite site, as identified as the Site Parking and Welfare compound.

3.1 Risk Assessment

This section details the logistic arrangements and plans for the project. This is a live document to accommodate the frequent changes and arrangements through the life of the project, including the project programme & the information for the changing risks through the project life. This includes traffic management and plant requirements for the build. The assessment of what is required will likely change depending on the sequence of works and the geographical location of the project. The specific site layout and detail and construction logistic plan [FRM-4509 Construction Logistics Plan -App5](#)

- Review the Project Risk and Opportunities Matrix and Register [FRM-0339](#). This form originates at bid stage and follows the project through various stages. The bid team should have presented the ROP to the delivery team at handover.
- Review the construction logistics and management (specific to project) in accordance with the internal process [Operations Management System Procedure](#) located on United Way. This forms the basis for understanding and developing the site.
- Specific project risk analysis to determine the potential fatal and severe risks for the project and other significant risks following the pre-populated forms. Specific project RA are held in relevant sections of the appendixes for this CPP.

Designers Risk – All drawings will identify a CDM Residual Risk Box which will be noted on all designers’ drawings.

- These Risks will be discussed in Design Team meetings and reviewed. Subcontractors will be made aware of the said risks and where possible mitigated with alternative solutions.

Method Statements / Risk Assessments – All activities on Site will have a set of Risk Assessments / Method Statement, (RAMS), and will be approved by the Senior Site Team / SHEQ Manager as being sufficient to undertake the works safely.

- A copy of the RAMS will be filed within the Subcontractors Health and Safety File and reviewed at regular intervals to make sure the works are being conducted as stated.
- Any Changes to the said RAMS will be discussed with the relevant parties before changes accepted.
- A copy of approved Subcontractor RAMS will be stored in each sub-contractor safety file with a copy of the RAMS register that will be appended to this document in Appendix Subcontractor Safety RAMS.

3.2 Site Security

A requirement to control un-authorised site access under The Criminal Justice and Public Order Act 1994, sub section Trespass. United living also ensures that contractors workforce comply with the Right to work UK regulations and GDPR. Induction for people is controlled by [PRO 2630 Putting people to work](#). This procedure defines the induction for all visitors and work force.

GDPR for United Living is controlled internally by [PRO 9007 CRISIS MANAGEMENT PLAN](#). Where possible and practicable Bio-site will be used to manage and control site access. Bio-site is ISO 2017 Security accredited system. All other personal data for people will be secured on site.

- A Biosite access control system will mitigate any unauthorised personnel entering site.
- Visitors will be required to sign in the office Signing-in book.
- A Gateman will support the arrival and departure of all goods vehicles.
- Perimeter Site Security will comply with the Employer's Requirements.

3.3 Welfare

The minimum standard applied are the requirements of Schedule 2 of The Construction (Design & Management) regulations 2015. The actual welfare arrangements on the project programme will be governed by the application of the UL Visual Standards [VS-0009B](#).

Site specific arrangements are:

- It is anticipated the project will at peak have approximately 160 – 180 people operating on site and our approach to the welfare facilities will be phased. We have included 2 number canteens each seating 20 people at a time, 12 number toilets with washing facilities and showers along with 2 number drying rooms.
- It is anticipated there will be a smaller welfare facility at the outset for demolition and remediation works which will grow to facilitate full capacity and will diminish as work progresses.
- Site set up initially will be set off site on Port Street with self-contained WC with 10 seated cubical and 5 heads, the heads will be located in segregated area so the unit can be used as a unisex facility, the provision will be suitable for peak numbers. Once the superstructure is complete and the project is in its fitout stages an on-site welfare facility will be installed for the comfort of the site operatives.
- The drying rooms and changing units will be set for maximum numbers, 2 drying machines will be installed so during works wet kit can be maintained. The unit will also have 5 battery bank lockable chargers.

Construction Phase SHEQ Management Plan (DRAFT)

(Contract Number) One Park Place, Manchester

Site Rules have been agreed as follows:

1. **Housekeeping** - Ensure ALL Walkways and work areas are clear and free of rubbish, materials and tools, always use the designated walking routes.
2. **Working at Height** - Always pre-plan work that involves working at height to get the right access equipment, involve those doing the tasks, ensure that access and the work area provides a safe place to work.
3. **Scaffold** - Do not tamper with or alter scaffolding; see your supervisor or UL Site Manager to arrange this for you.
4. **RAMS** - get to know and understand your Method Statement and Risks Assessments for the task and only perform tasks that you are confident, trained and competent to do;
5. **Pre-Start** - Ensure that you get involved in the Daily Safety Brief to understand any changes or specific risks for that day.
6. **PPE** - Always wear the minimum PPE, you will be told what this is at your induction, and ensure you know and use any additional PPE for the tasks you are doing. The wearing of shorts is not permitted on any site.
7. **Permits** - There are high risk activities, e.g. Temporary works, Hot Work and breaking ground, that require a permit, (you will be told what these are in your induction) do NOT work without a valid permit.
8. **Environment** - Ensure you dispose of waste in accordance with the site requirements explained at induction, report and clear up spillages as soon as practical, using the appropriate spill response equipment.
9. **Health** - Make sure you know the health risks for the tasks that you are doing and the precautions that you need to take. Know and understand your COSHH assessments.
10. **Report** - ALL accidents, incidents and anything that may concern you immediately to your supervisor and UL site manager.

Additional:

1. Members of Public - Always consider our impact on the public outside our hoarding, consider occupants of adjoining buildings particularly when some are occupied with construction still being carried out. Treat third parties with respect.
2. Observe your site security arrangements, use turnstiles respectfully, challenge strangers on your project.

Hours of Works: (will not exceed)

- Mon - Fri 07:30 to 18:00
- Sat 08:30 to 14:00
- Sun / Bank Hol No working

Information & Signage – Signage arrangements and methods for communicating with staff and workforce as per signage guide United Living [FRM-3303](#) Signage brochure

3.4 Emergency Response

During the Enabling Works Programme, the provisions of a Muster Point will be established, on site, as point of collection. This will be communicated within the Site Induction to all operatives and Site attendees. In the event of an emergency the alarm will be raised via an Air Horn, which alert foresaid people to make their way to the muster point for rollcall.

If applicable the Emergency Services will be notified by dialling 999 from any telephone and the address given: -

United Living – Emergency Number: **01322 665 522**

Park Place, Manchester, M1 2EG

Any incidents that occur on site will notified to Senior Management, the Employers Representatives and Principal Designer, recorded on ECO-Online, with incident investigation to follow.

Fire Prevention – The Fire prevention procedure ([PRO-4034](#)) outlines the United Way process that all projects follow. Project specifics are recorded on the emergency response plan, [FRM-4525](#) (emergency Response Plan)– A copy of the project specific plan is located in [FRM-4509 app7](#).

First Aid – Medical First aid specific arrangements are outlined in the [FRM-4525 Emergency Response Plan](#). The local Hospital A&E is also recorded on site notice board(s) and below:

Manchester Royal Infirmary
Oxford Road,
Manchester,
M13 9WL

Tel: 0161 276 1234

RIDDOR – RIDDOR events will be initially investigated by the Senior Site Team member, where they will;

- suspend all activities affected by the incident
- make safe
- alert the responsible Senior Management & necessary authorities
 - including the Employers Representative and Principal Designer
- take initial witness statements
 - followed up within 24hrs by an available SHEQ Manager.

Information relating to the incident will be stored on United Living's Health and Safety Database 'ECO-Online'. United Living will follow up with the appropriate person that the required notifications have been formally posted to the HSE.

Findings from the incident will be immediately discussed with the operations team and recommendation implemented, forthwith.

PPE – All Site Staff, Visitors & the workforce will wear the following PPE, which is Mandatory: -

- | | |
|-----------------------------------|-----------------|
| • Safety Boots | BS EN ISO 20345 |
| • HI Vis Clothing | BS EN 471 |
| • Safety Head Protection | BS EN 397 |
| • Safety Hand protection (Gloves) | BS EN 420 |

Assessed by Risk Assessment for the task:

- | | |
|--|------------------------------------|
| • Eye Protection | BS EN 166 |
| • RPE – Respiratory Protective Equipment | (To be advised by Risk Assessment) |

3.4 COVID - 19

Due to the impact of the Covid19 pandemic a guidance document has been created to assist sites with additional control measures to enable them to work in accordance with the changing government advice.

Regular or standard health and safety requirements of any construction activity must not be compromised at this time. If an activity cannot be undertaken safely due to a lack of suitably qualified personnel being available, the required materials and equipment or protective equipment or social distancing being implemented, it should not take place.

Site teams must review the guidance and take time to plan work with our supply chain partners to account for the social distancing and other Covid considerations, this should include arrangements to remind the workforce at every opportunity of the Site Covid19 Procedures which are aimed at protecting them, their colleagues, their families and the UK population.

An [Appendix 4](#) has been added to detail the specific changes and controls that this project has in place to implement and comply with the FFG/ULG Covid 19 guidance.

[Appendix 4](#) will be reviewed and amended regularly by the site lead to ensure that the site specific Covid19 arrangements and controls remain compliant and active with the FFG/ULG guidance as it is revised against changing Government, Public Health England and World Health organisation guidance.

3.5 Material Handling

The specific material distribution arrangements for this project including the required materials handling equipment and associated risks are outlined by RA this is found in appendix 1 Construction Logistic Plan.

Lifting – All tasks that require lifting material and persons are detailed and outlines the requirements in [PRO-4012](#) Lifting operations and lifting procedures.

3.6 Lighting

The site will be sufficiently lit to provide safe access and egress to the emergency walkways. Care will be taken that the chosen lights do not cause nuisance or pollution to the surrounding neighbours, similar, the chosen lamp will be energy efficient. Task Lighting will be provided by the individual subcontractor to undertake their works.

3.7 Temporary Works

United Living appoint a Temporary Works Coordinator, who will manage the temporary works process, (Please refer to [PRO 4020B](#), Supplementary Documents), and record all the Temporary design structure works including statutory checks and that they are managed, “Cradle to Grave.” United Living Temporary Works will be in accordance to BS 5975, with the correct Classification Certification stored in the Temporary Works Register.

3.8 Temporary Electrics

A Temporary Electrics Coordinator is appointed to make sure that all electrics, deemed temporary, are checked and installed accordingly. Installation will be conducted by fully trained & competent electricians and a copy of the test certificate will be retained on site for record purposes. (Please refer to [PRO 4015 Electrics](#) which can be found in the Supplementary Documents Appendix).

3.9 Working at Height

(Please refer to [PRO 4013 Working at Height Procedure](#) which can be found in the Supplementary Documents Appendix).

3.12 Crane Lifting

An appointed person will be employed to review all lifting practises on Site, whom will conduct the lift plan and managed by the Lift Supervisor and monitored by the Lift Coordinator. Records of the lift plan will be retained in the onsite Health and Safety File for reference. All Staff mentioned above will be fully qualified and have the relevant experience. (Please refer to [PRO 4012 Lifting Operations and Lifting Equipment](#) which can be found in the Supplementary Documents Appendix).

3.13 Manual Handling

(Please refer to [PRO 4005 Manual Handling Procedure](#) which can be found in the Supplementary Documents Appendix).

3.14 Risk of Falling Objects / House Keeping

United Living will take the appropriate action of Risk Assessing the type of works been undertaken and reduce / mitigate the risk of any potential hazards. Site Team will take the necessary precautions of following the items recommended in the Risk Assessment.

Housekeeping will be kept up to high standards of removing objects from designated walkways and keeping emergency access clear. Any liquids spilt will be cleaned up immediately to prevent any slip, trips and falls. The above items are included within the welfare facilities as well as the Site.

3.15 Work associated with fragile materials

Under no circumstances will fragile materials be walked upon! Any materials deemed fragile will be handled in accordance with manufactures recommendations or the product is removed in smaller sections to aid handling. Where ever possible fragile materials will not be used on site. Where the above items are not possible then an alternative method will be Risk Assessed and dealt with from the recommendations.

3.16 Asbestos

Any materials suspected of being an Asbestos Containing Material (ACM), will be left undisturbed until proven otherwise! A Refurbishment & Demolition Survey has been carried out for the existing buildings and an approved Licenced Asbestos Removal Contractor, (LARC), will be employed to remove all ACM's from these buildings. The Refurbishment and Demolition Survey Reports 10596AS1-R01 & 10596AS-R01 can be found in the Supporting Document folder, attached this document, and a hard copy will be available on site for review. The Licenced Asbestos Removal Company details can be found in the project directory (Appendix 3). A Copy of the RAMS can be found on site for review.

3.17 Contaminated Ground

A fully detailed soils and contamination report has been conducted for this scheme which highlights the recommendations associated to the contaminants identified. Following the Soils and Contamination report a remediation strategy has been developed where we have independent geotechnical consultants validating the works recommended and advising best course of mitigating any risks.

3.18 COSHH

(Please refer to [PRO 4029 COSHH](#) which can be found in the Supplementary Documents Appendix).

3.19 Excavations

All excavations will require a Permit to Penetrate the ground and deep excavations will require a temporary works design. The excavation will be checked daily, as a maximum, that the shoring is safe for entry by personnel to enter. This will be recorded on the Excavation Check Sheet and a copy retained in the Temporary Works register.

3.20 Maintenance of Plant and Machinery

Only competent, trained and authorised people will be allowed to undertake any maintenance to plant or machinery. The operator will identify any faults and report to their supervisor for repairs. Under no Circumstances should the machinery or Plant be used until repaired and certified.

3.21 Hot Works

Any works that generate heat will require a Hot Works Permit which can be obtained from the Site Management Team.

3.21 Arrangements for Health and Safety File

United Living will collate the relevant information required and present the Health and Safety File information as stated within the Preconstruction Information Pack, issued by Safe Sphere.

4.0 ENVIRONMENTAL & SUSTAINABILITY

This section details the environmental and sustainability requirements for the project. It has been prepared in accordance with our Environmental Management System (ISO 14001) and the [Group Environmental & Sustainability Policy](#) and should be used in conjunction with, but not restricted to the Environmental management plan Project [Environmental & Sustainability Plan Environmental management](#) plan is located at Appendix 8.

Environmental targets and objectives are listed in in section 1.3 of this plan.

The Group [Environment & Sustainability Procedure PRO-4120](#). Project controls and the [Project Environmental & Sustainability Plan FRM-4509 in Appendix 8](#) highlights specific risks, opportunities and accountabilities.

The significant impacts can be summarised under the following headings in no particular order of significance:

- Waste Management
- Pollution Prevention
- Nuisance Control
- Wildlife & Biodiversity Protection
- Responsible Use of Resources & Materials

A review period for the risk evaluation and assessment will be established based on the project duration and scope and will be conducted in accordance with section 1.5 of this plan. As a minimum standard this will be no longer than 1 month period per project.

Permits, Consents and Licences, applicable environmental legislation is highlighted in the Environment & Sustainability Procedure.

4.1 Carbon Footprint

In line with UL group targets and its commitment to reduce carbon emissions to net zero by 2030 the project will make inroads to the net by:

Item of control	YES/NO	Comments	Remarks: Why if not using:
NRMM		All contractors will be requested to apply NRMM guidance for plant and machinery (Stage IV target)	
CLOCS		United living is champion for CLOCS and Extra module under CSS will be completed	
FORS		The project has requested that all deliveries to site are managed by haulage contractors under FORs	

The project is governed by 106 or local authority to apply an Air management plan details the local arrangements to meet regulations, local authority and/ or planning consent stipulations. (developed -not on System) This can be found in the appendix 4 Project Environmental & Sustainability Plan.

4.2 Noise, Vibration and Dust

United Living recognise that the construction works could be a major cause for concern for the local community. The key considerations are:

- The close proximity of the residential properties
- The adjacent businesses
- Adjacent footpaths and highways
- Local public transport/bus stops etc.

Noise, vibration and dust arising from the construction works will be the most sensitive issues that will need to be considered and managed effectively. Prior to the works commencing we will have applied for and obtained Section 61 consent from Manchester City Council. This allows for contractors to apply for permission for noise generating activities during construction and avoids the risk of being served with a notice under the terms of the Control of Pollution Act 1974 or the Environmental protection Act 1990.

As part of the application we will demonstrate a best practicable means approach to managing construction noise and vibration including:

- Establishing fixed noise and dust monitoring stations on the perimeter of the site
- Regular monitoring and reporting of noise and dust data
- Regular engagement with the local community
- A single United Living point of contact

We will implement the guidance outlined within our Noise Control, Noise and Vibration Procedure (which will be tailored to the requirements of the scheme) to lessen the impact from noise and vibration, these will include:

- Considerate use of plant / machinery (particularly percussion tools and the timing of their use)
- Operation of Cartridge operated tools
- All forms of mobile equipment
- Using appropriate equipment for the task (compliant with the relevant standards and directives on noise emissions, and/or the inclusion of noise mufflers or silencers)
- Maintaining machinery and equipment
- The installation of noise barriers and screens
- Plant to be shut off when not in use
- Control and monitoring of site traffic levels and frequency
- Environmental training for site staff and operatives (Tool Box Talks)
- Site induction to reflect the specific nature and location of the project

Prior to any contractor/operative using or working with tools or equipment which may produce a risk of exposure exceeding the Lower Action Value of 80dB(A), the Site Manager is to ensure that a noise assessment is prepared/reviewed and approved. These noise assessments are to be carried out using UL FRM 4527 or similar. Assessments must be kept on file.

The Site Manager must ensure wherever there is a risk of noise exposure exceeding the Lower Action Value those exposed are provided with appropriate hearing protection and correct usage.

Warning signs and notices are to be displayed regarding ear protection zones.

Construction Phase SHEQ Management Plan (DRAFT)

(Contract Number) One Park Place, Manchester

Alternative means may also be considered such as substitution, modification and the location of equipment along with the use of acoustic enclosures to dampen the spread of noise levels.

Prior to starting work, the location of sensitive receptors of noise and vibration nuisance will be identified by the Contract/Project Manager or Site Manager.

As appropriate, all interested parties will be pre-notified of expected noise and vibration levels associated with our activities along with their expected duration and relevant prevention measures in place.

Compliance monitoring will be undertaken using appropriate and calibrated equipment by a trained and competent person to ensure the predicted noise and vibration levels are being achieved and maintained. A record of the measurements taken shall be maintained.

All plant and equipment to be utilised on site will be scheduled and made available to the client for monitoring purposes.

United Living will assess the impact of dust and airborne emissions on local sensitive receptors. These will include (as applicable):

- Local residents
- Areas of local landscaping/trees
- The local schools
- The nearby communal areas
- Local transport routes
- Local pedestrian routes

We will take full cognisance of the IAQM Dust Assessment Mitigation as included in Appendix D within the recommendations of the Miller Goodall Air Quality Assessment (103056) dated 29.08.23. As a minimum, the following procedures will be implemented to prevent or to control dust:

- Observe wind speed and direction, prior to commencing dust generating operations
- Regular inspections of the site perimeter, local footpaths and highways to check dust deposition
- The use of enclosed or covered chutes and skips
- Any scaffolding to be clad in monarflex / debris netting
- The use of dust extractors for cutting equipment
- The use of water sprays to suppress dust from plant and vehicle movements
- To secure loose materials to prevent them being blown about by the wind
- Install a wheel wash facility at the site egress point
- Regular mechanical road sweeping
- Cleaning gang for the site perimeter
- Enclose dust generating activities where possible
- Ensure that all equipment is regularly maintained. Site waste will be placed in a designated area established within the site boundary.

The waste management arrangements will be established through the development of the site waste management plan in accordance with United Living's Waste Management Procedure.

5.0 ASSURANCE AND DESIGN

Design is managed by number of Senior / Design Managers following a tailored process and procedures ensuing that design coordination, Design change and quality meets Building Regulation requirements, Gateway 2 and Golden Thread forthcoming requirements.

This is held on United Way Tender and Construction Stage Design Process Map – UL– FLO-2303.

6.0 QUALITY CONTROL

United Living are committed to the installation of quality product in order for safe building as per building regulations.

The project quality will be governed in accordance to [PRO-4903 Quality Management Procedure](#), selection of the supply chain will also come under the procedure relevant to trade.

Communication of control with aspects to the build is managed through electronic means ACONEX.

Sub-contractor approval is managed internally on electronic data base, this also holds relevant competency accreditations for trade.

Project specific detail for project is completed using [FRM-4903C Project Quality Plan](#) this holds relative information and trackers for monitoring the build.

Construction warranty by third party is obtained through various means and this includes external audit inspections. This project is governed by (Warranty Provider – TBC).

Trade specific material installations are controlled and installed to manufacturers and design specifications, Inspection and test plans are used to collate evidence of the installations.

Request for information and Non-Conformance reports are used to identify change or detail this flow is from all involved in the project, PD/Client/UL/Contractor these are held on electrical data sheets on ACONEX and reviewed monthly.

Collation of information is as per CDM schedule 2 or as specified by client.

7.0 PROJECT MONITORING, AUDIT AND REVIEW

The project progress, set up and standards will be regularly monitored by the site team, contractors and independently by SHEQ and the senior management team. There will also be independent audits carried out by the central auditing team in line with the agreed auditing schedule.

7.1 Key Appointments

List of key appointments,

ROLE	RESPONSIBLE PERSON
Service Avoidance Co-ordinator	TBC
Scaffold Co-ordinator	TBC
TW Co-ordinator	TBC
Asbestos Co-ordinator	TBC
Gas Co-ordinator	TBC
Duty Holder Electrics	TBC
First Aider	TBC
Fire Warden	TBC

7.2 Site Team Monitoring

Sufficient resource on site and in support for monitoring is to be made available by business MD. Project teams will carry out duties as per matrix at Appendix 7 and calendared. A site management tracker should be displayed for reference [FRM-0210 Site Management Tracker](#)

Measure	Frequency	Responsibility	Name
Site Inspections	Weekly	Project Manager / Delegate	TBC
Site Inspections PIT	Monthly	Safety Manager	TBC
VMR	Monthly	Operations Manager	TBC
Contract Review	Monthly	Commercial Manager	TBC
Progress v Programme	Weekly	Project Manager / Planner	TBC
Defects	Weekly	Project Manager / Site Manager	TBC
Defects	Weekly	Project Manager	TBC
Audit Results and Corrective Actions	Group set	Project Manager	TBC
Accident/Incident Performance	Monthly	Project Manager	TBC
Waste Performance	Monthly	Project Manager	TBC
Customer Perception	Monthly	Project Manager / Delegate	TBC

Construction Phase SHEQ Management Plan (DRAFT)

(Contract Number) One Park Place, Manchester

7.3 Independent Monitoring

Project will be subject to various other visits by external and internal bodies

Measure	Frequency	Responsibility	Name
Client	Monthly	Apater Capital	
	Monthly	Project Manager	
	Control Points	Project Manager	
	When		
	When		
	When		
	When		
	When		
	When		
	When		
	When		

7.4 Proactive And Reactive Reporting

All reporting is under 2/7/28 [PRO-4025](#) and electronic gathering and recording of events are held on EcoOnline, all projects staff must be aware of the reporting process and the system.

United living takes all reporting as a learning and the project team are dedicated to lessons learnt.

8.0 APPENDICES

[FRM-0339 Risk and Opportunity – App1](#)

[FRM-4509 Responsibilities RACI Matrix – App2](#)

[FRM-4509 Project Delivery – App3](#)

[App4 \(Not Used\)](#)

[FRM-4509 Construction Logistics Plan – App5](#)

[FRM-4509 Construction Logistics Review Sheet – App6](#)

[FRM-4509 Emergency Response Plan – App7](#)

[FRM-4509 Environmental and Sustainability Management – App 8](#)

[FRM-4509 Environmental Risk Evaluation and Assessment – App9](#)

[App10 \(Not Used\)](#)

[FRM-4509 CSHEQ Plan Lite \(Focused Sub-site Support\) – App11](#)

[App12 \(Not Used\)](#)

[FRM-4509 New Homes Site Specific Induction – App13](#)