

CONSTRUCTION PHASE PLAN

THE NORTHERN TENNIS CLUB 3 NO. SYNTHETIC COURTS & PADEL COURT



**Northern Lawn Tennis Club
The Northern Palatine Road
West Didsbury
Manchester
M20 3YA**

Reference: Phase 1 & 2	<i>Project: Phase 1 & 2 Tennis Pitch / Padel Court</i>	
Status: Issue V3.00	Initial: J Gould	Issue Date: 21/07/2023

Contents

INTRODUCTION	5
SECTION 1 – DESCRIPTION OF PROJECT	6
1.1 PROJECT DESCRIPTION AND PROGRAMME DETAILS INCLUDING ANY KEY DATES	6
1.2 PROJECT DIRECTORY	7
1.3 EXTENT AND LOCATION OF EXISTING RECORDS AND PLANS.....	7
SECTION 2 – MANAGEMENT OF THE WORK	8
2.1 MANAGEMENT STRUCTURE AND RESPONSIBILITIES	8
2.2 HEALTH AND SAFETY GOALS FOR THE PROJECT.....	9
2.3 MONITORING AND REVIEW OF HEALTH AND SAFETY PERFORMANCE.....	9
2.4 REGULAR LIAISON BETWEEN PARTIES ON SITE	10
2.5 CONSULTATION WITH THE WORKFORCE	10
2.6 THE EXCHANGE INFORMATION BETWEEN PARTIES.....	10
2.7 HANDLING DESIGN CHANGES.....	11
2.8 SELECTION AND CONTROL OF CONTRACTORS.....	11
2.9 THE EXCHANGE OF HEALTH AND SAFETY INFORMATION BETWEEN CONTRACTORS.....	11
2.10 SITE SECURITY	11
2.11 SITE INDUCTION.....	12
2.12 ON SITE TRAINING	12
2.13 WELFARE FACILITIES	12
2.14 FIRST AID PROVISION.....	12
2.15 THE REPORTING AND INVESTIGATION OF ACCIDENTS AND INCIDENTS INCLUDING NEAR MISSES	13
2.16 THE PRODUCTION AND APPROVAL OF RISK ASSESSMENTS AND WRITTEN SYSTEMS OF WORKS	13
2.17 SITE RULES (INCLUDING DRUG AND ALCOHOL POLICY)	13
2.18 FIRE AND EMERGENCY PROCEDURES.....	15
SECTION 3 – ARRANGEMENTS FOR CONTROLLING SIGNIFICANT SITE RISKS.....	16
3.1 DELIVERY AND REMOVAL OF MATERIALS AND WORK EQUIPMENT INCLUDING WASTE	16
3.2 DEALING WITH SERVICES.....	17
3.3 ACCOMMODATING ADJACENT LAND USE.....	18
3.4 STABILITY OF STRUCTURES WHILST CARRYING OUT CONSTRUCTION WORK.....	18
3.5 PREVENTING FALLS, (WORKING AT HEIGHT).....	18
3.6 CONTROL OF LIFTING OPERATIONS.....	19
3.7 THE MAINTENANCE OF PLANT AND EQUIPMENT	19
3.8 WORK ON EXCAVATIONS AND WORK WHERE THERE ARE POOR GROUND CONDITIONS.....	19
3.9 WORK ON WELLS, UNDERGROUND EARTHWORKS, AND TUNNELS	19
3.10 WORK INVOLVING DIVING.....	19

3.11 WORK IN A CAISSON OR COMPRESSED AIR WORKING	20
3.12 TRAFFIC ROUTES AND SEGREGATION OF VEHICLES AND PEDESTRIANS.....	20
3.13 STORAGE OF MATERIALS (PARTICULARLY HAZARDOUS MATERIALS) AND WORK EQUIPMENT	20
3.14 ANY OTHER SIGNIFICANT SAFETY RISKS	20
SECTION 4 – HEALTH RISKS.....	21
4.1 ASBESTOS.....	21
4.2 DEALING WITH CONTAMINATED LAND.....	21
4.3 MANUAL HANDLING	21
4.4 USE OF HAZARDOUS SUBSTANCES.....	21
4.5 REDUCING NOISE, DUST AND VIBRATION	22
4.6 WORK WITH IONISING RADIATION.....	23
4.7 EXPOSURE TO UV RADIATION (FROM THE SUN)	23
4.8 ANY OTHER SIGNIFICANT HEALTH RISKS	23
SECTION 5 – HEALTH AND SAFETY FILE	23
5.1 LAYOUT AND FORMAT.....	23
5.2 ARRANGEMENTS FOR THE COLLECTION AND GATHERING OF INFORMATION	23
5.3 STORAGE OF INFORMATION	23
SECTION 6 – APPENDICES.....	24
APPENDIX 1: F10.....	24
APPENDIX 2: PRE-CONSTRUCTION INFORMATION	24
APPENDIX 3: THE NORTHERN TC SITE SET UP PLAN 14TH JUNE 2023	24
APPENDIX 4: PLATT CONSTRUCTION LIMITED CONSTRUCTION PHASE SITE FILE (RAMS ETC)	24
APPENDIX 5: SITE RULES.....	24
APPENDIX 6: TRAFFIC MANAGEMENT PLAN	24

CPP Revision & Review Record

[illegible]

INTRODUCTION

This Construction Phase (Health and Safety) Plan should be read in conjunction with the following documents:

- Pre-Construction Information Phase 1 & 2 Tennis Pitch / Padel Court
- Tender Documents and Relevant Drawings
- Tennis Court Works Specification
- Padel Courts Works Specification
- Programme
- Platt Construction Ltd Health & Safety Policy June 2023
- Platt Construction Environmental Policy and Procedures June 2023
- Platt Construction Ltd Management & Safe Working Procedures June 2023
- Location/Site Access Drawing
- Applicable Construction Phase Risk Assessments and Method Statements (RAMS)
- Site Rules
- H&S Emergency Procedures June 2023

Copies of all the above documents will be maintained in the Construction Phase Site File and will be available upon request.

This Construction Phase Plan, together with any associated project documents, shall be reviewed at regular intervals during the project (at least monthly) and whenever there is a significant change to the site conditions such as a change in scope, site area, construction methods being used.

The Construction Phase Plan details the principles of the management of Health and Safety for the project in accordance with The Construction (Design and Management) Regulations 2015 and is based on the guidance in the HSE document L153.

SECTION 1 – DESCRIPTION OF PROJECT

1.1 PROJECT DESCRIPTION AND PROGRAMME DETAILS INCLUDING ANY KEY DATES

Site address	Northern Lawn Tennis Club The Northern Palatine Road West Didsbury Manchester M20 3YA
Description of works	Construct Block of 3 No. Tennis Courts with associated fencing, floodlighting and path works. Padel Court substructure works followed by installation of padel court and canopy by Padeltech. Works will be undertaken at an operatorial sports facility that will still be in use and therefore be separated from the rest of the site operations and protection measures will be put in place to prevent harm to staff and users of Northern Lawn Tennis Club as well as members of the public.
Programme	Start Date: 19th June 2023 Project Duration: 16 Weeks Completion Date: September 2023 Proposed Working Hours: 8.00AM – 5.00PM No Weekend Working is planned during the project. Deliveries to site: Between 9.00 am and 3.0pm A construction programme specific to the project will be maintained by the Platt Construction Ltd this will be updated / reviewed throughout the works.
HSE Notification	This project has been notified to the HSE prior to the construction phase and a copy of the F10 will be kept in the site file.

1.2 PROJECT DIRECTORY

Client	Northern Lawn Tennis Club The Northern Palatine Road West Didsbury Manchester M20 3YA	Contact: John Egan Tel: 07770 276201 Email: JEgan@laingorourke.com
Principal Designer	WT Partnership Chancery Place 50 Brown Street Manchester M2 2JT	Contact: Jason Gould Tel: 0786 739 6213 Email: jason.gould@wtpartnership.com
Contract Administrator	WT Partnership Chancery Place 50 Brown Street Manchester M2 2JT	Contact: Dale Egan Tel: 07772 478 802 Email: dale.egan@wtpartnership.com
Principal Contractor	Platt Construction Ltd McLintocks Hilliards Court Chester Business Park Chester CH4 9PX	Contact: Chris Platt Tel: 07740 736 935 Email: sales@plattconstruction.co.uk
Padel Court Contractor	Padel Tech Ltd 4-6 Lochside Way Edinburgh EH12 9DT	Contact: Andy Ponton Tel: 07472 715 791 Email: andy@padeltech.co.uk

1.3 EXTENT AND LOCATION OF EXISTING RECORDS AND PLANS

The supplied tender documents and the associated Pre-Construction Information contains details of existing records and plans. This information will be contained within the Platt Construction Ltd Construction Phase Site Folder for reference.

Relevant information specific to the works being undertaken by any contractors / subcontractors will be distributed along with relevant parts of this construction phase plan.

SECTION 2 – MANAGEMENT OF THE WORK

2.1 MANAGEMENT STRUCTURE AND RESPONSIBILITIES

Chris Platt will have overall responsibility in managing the project in aspects of Health and Safety during the construction stage and will be supported by a site foreman. Site employees are directly responsible to the site foremen, who are directly responsible to Mr Christopher Platt.

The designated site personnel will have experience in the activities that they will be undertaking that are covered by the method statement and risk assessment relevant to their works.

Name	Role	Competence
Mr Chris Platt	Director Site Manager 07740736935	CSCS Operatives & Environmental – CITB Registered No. 2509702 Passed 24/1/2017. New Road & Street Works Act 1991 – Qualified as Supervisor. IOSH for Directors – Managing Safely – Passed 24/1/2014. CPCS – Ride on Roller – NVQ Blue CPCS May 18th, 2016, Passed. Twin Drum Ride on Roller – 2/8/2027 Telescopic Handler (Avant) 1/8/2027 Loading Shovel (Avant) 1/8/2027 Forward Tipping Dumper 1/8/2027
Mr Paul Roberts	Site Foreman 07971042039	CSCS Construction Site Supervisors Test - Reg. No. 0354665 CITB SSSTS (Site Supervisor Training Scheme) 20/3/2018 Expires 2023 NVQ CPCS Blue Card – Ride on Roller Reassessed 18/5/2016. CAT Cable locating course - 29/8/2019 Expires 2024 Manual Handling Expires 29/8/2024. Abrasive Wheels Expires 29/8/2024. Telescopic Handler & Avant Expires 29/8/2024. 360 Tracked Excavator Operator Expires 29/8/2024. Forward Tipping Dumper Operator Expires 29/8/2024. Safe Working at Height – Renewal Expires 14/3/2023. Use of Tower Scaffold – 14/3/2018 – Expires 14/3/2023.

Principal Contractor Responsibilities General

- Platt Construction Ltd will ensure that every subcontractor is informed of the minimum time provided for planning and preparing before construction works commences.
- Platt Construction Ltd will ensure that every construction worker is provided with suitable site induction training.
- Platt Construction Ltd will ensure that employees have been provided with the necessary information and training, and that other contractors / subcontractors have complied with a similar duty.
- Platt Construction Ltd is responsible for the planning, managing, and monitoring the construction works, and for ensuring that the other contractors / subcontractors working on the project carry out their duties.
- Platt Construction Ltd is responsible for giving access to the relevant parts of this Construction Phase Plan to the other contractors / subcontractors and for consulting with them before updating the relevant parts of the Plan.
- Platt Construction Ltd is required to identify from each contractors / subcontractors the information required for the Health and Safety File, and to ensure that the information is obtained.

Subcontractors / Contractors

Are responsible for ensuring that all site personnel under their control comply with the site safety rules and procedures.

In particular, they will:

- Provide a person in charge of their workforce and the operatives of any subcontractors under their control.
- Liaise and co-ordinate their works with Platt Construction Ltd.
- Work in accordance with control measures as detailed within their Risk Assessments and Method Statements (RAMS) and avoid improvisation which involves unnecessary risk.
- Ensure that the daily work activities are adequately briefed to site operatives and issues are recorded.
- Ensure that operatives under their control use the correct tools, equipment and PPE for the works being done.
- Report to Platt Construction Ltd any positive interventions, near misses, unsafe conditions and any defects observed in plant or equipment.
- Report to Platt Construction Ltd any Accidents or Dangerous Occurrences.
- Pay particular attention to the health and safety of new starters or young person's by providing close supervision and advice.
- Prevent horseplay and abuse of plant and equipment.
- Set a personal example of safe working and positive health and safety culture.

Site Operatives

Workers have legal duties under the Health & Safety at Work etc. Act 1974. In particular, they must:

- Co-operate with site managers and relevant supervisors on health and safety matters.
- Take reasonable care for their own health and safety and that of others who may be affected by their acts or omissions at work.
- Co-operate, so far as is necessary, to enable any duty or requirement imposed on the business by or under any of the relevant statutory provisions, to be performed or complied with.
- Not intentionally or recklessly interfere with or misuse anything provided in the interest of health, safety, or welfare in pursuance of any of the relevant statutory provisions.
- Comply with the relevant control measures and methodology contained within the Risk Assessments and Method Statements relevant to their work.
- Follow the Site Rules.

2.2 HEALTH AND SAFETY GOALS FOR THE PROJECT

Whilst undertaking these works it is Platt Construction Ltd policy to endeavour to:

- Prevent accidents and ill Health to our employees and those of any contractors / subcontractors, the client's staff, or visitors on site, third parties and members of the public.
- Ensure all works are carried out in accordance with all relevant Legislation and Codes of Practice.
- Provide a place of work that is safe and without risk to the Health, Safety and Welfare to all those involved in the project and third parties.
- Create a positive Health and Safety culture and ensure that Health and Safety is our highest priority.
- Consult and communicate to all those involved in the project and listen when feedback is given.
- Reward those who make a positive contribution towards Health and Safety Best Practice.
- Cause minimal Environmental Impact and damage.

2.3 MONITORING AND REVIEW OF HEALTH AND SAFETY PERFORMANCE

The following personnel will be responsible for monitoring and ensuring that operatives are following the safe systems of work relevant to their works and also for ensuring compliance with all site safety rules and procedures.

Mr Chris Platt - Director

Site Foreman Paul Roberts 07971042039

Regular inspections will also be carried out by Platt Construction Ltd to check housekeeping on site including that any signs remain clean and visible, markings are clear and Heras fencing has not been damaged or moved.

The Client or a nominated representative e.g., WT Partnership Principal Designer, may carry out health and safety reviews of the construction work. The purpose of these reviews is to ensure that the Client and others are not in breach of their own statutory obligations.

Platt Construction Ltd will review health and safety performance periodically and implement any changes arising from such reviews.

Health and Safety will be an item on the agenda of all project progress meetings, and this will include discussions on points such as:

- Health and safety incidents
- Time lost due to accidents
- Safety Inspections and Audits (key issues, action)
- HSE visits (observations, enforcement notices, action)
- Implications of developing design issues and changes

2.4 REGULAR LIAISON BETWEEN PARTIES ON SITE

The following system of liaison will be implemented on the site to ensure full cooperation between all personnel and project duty holders during the life of the project:

Communication between the client, design team and Principal Designer, with regard to health, safety, and environmental matters, shall be via progress meetings in addition to day-to-day liaison / correspondence.

The management of contractors / subcontractors on site is controlled by holding regular co-ordination meetings. The meetings will be to discuss the co-ordination and planned interface of work activities as well as items such as quality, safety, and environmental issues. In addition to this, interface of work activities are sequenced as part of the weekly planning and coordination meetings taking into consideration the hazards and risks common to all planned activities.

2.5 CONSULTATION WITH THE WORKFORCE

All information that has a direct or indirect effect upon site personnel will be communicated by the Chris Platt or Site Foreman through site inductions, site coordination meetings, attendance at toolbox talks and daily briefings.

This will include but will not be limited to the following:

- Developments in this construction phase health and safety plan.
- Amendments to arrangements of welfare facilities.
- Discovery of unforeseen hazards and risks that could cause harm or damage.
- Any significant health, safety, and welfare information.

All operatives will be encouraged to report any concerns and to give feedback on any health, safety and welfare issues as described as part of the site induction. Contractor / Subcontractors supervisors will be invited to attend safety meetings where required. All relevant statutory provisions will be considered in respect of the Health and Safety (Consultation with Employees) Regulations 1996.

2.6 THE EXCHANGE INFORMATION BETWEEN PARTIES

All design information made available by the designers and will be disseminated to all CDM duty holders. Where critical design information that has a direct effect on health and safety is identified, this will be carried out as the

information becomes available. Information shall be provided to any Contractor / Subcontractors that is relevant to works they are undertaking.

The Construction Phase Site File will be kept on site – which will contain useful contact numbers, risk assessments and Method Statements for the works and any site specific information that is available including emergency procedures.

2.7 HANDLING DESIGN CHANGES

Where any design changes occur, this shall be managed via various communication methods and where there is an identified impact on health and safety via a design change, Platt Construction Ltd shall liaise with the Principal Designer and others to ensure design risk management can be considered.

2.8 SELECTION AND CONTROL OF CONTRACTORS

Prior to the start of the construction phase, any contractors / subcontractors appointed by Platt Construction Ltd shall be properly vetted regarding experience, adequate resources, and expertise regarding the method of installation, handling and supervision and control of work operations. Contractors / Subcontractors employed by the Client/others shall be requested to provide relevant information to enable Platt Construction Ltd to fulfil our legal duties.

All parties working on site will be expected to follow all applicable Health and Safety regulations applicable to their works, relevant parts of this construction phase plan, the site rules as well as their own safe systems of work and associated risk assessments and method statements (RAMS).

Platt Construction Ltd shall issue instructions to operatives regarding health and safety, methods of work, the issue of permits and general productivity. Additional site meetings shall be arranged on a regular basis between the Platt Construction Ltd site team, contractors / subcontractors, and any Client direct appointed contractors throughout the construction phase. As Principal Contractor Platt Construction Ltd shall be responsible for the coordination and control of contractors / subcontractors and Client/others direct contractors throughout the project.

All contractors / subcontractors shall not be permitted to commence work on site without the appropriate risk assessments and method statements being in place as well as the provision of evidence of site operatives' skills and competencies being provided for review and approval by Platt Construction Ltd (with assistance of the Principal Designer). Platt Construction Ltd will require copies of the appropriate operatives, competencies for storage in the Site Construction Phase File and the site manager will carry out periodic inspections of all competencies.

2.9 THE EXCHANGE OF HEALTH AND SAFETY INFORMATION BETWEEN CONTRACTORS

All information that is relevant to site personnel will be communicated by Platt Construction Ltd (Chris Platt) or the Site Forman and via any required co-ordinations meetings, daily briefings etc. A representative from each contractors / subcontractor discipline may be asked to attend any such site co-ordination meetings to discuss and liaise on crucial health and safety matters as well as any significant design changes that may be of relevance.

2.10 SITE SECURITY

The following provisions have been made in respect of site security for the duration of the project taking note that due to the type of work and the site location, the site cannot be deemed fully secure.

- All machinery left unattended must be isolated and locked in a way that prevents its movement. The site working area should be fenced off and all contractors' property left within the fenced areas. Any plant is to be left locked and disabled at the end of the working day.

- Any site fencing is to be checked daily before starting any works and then again at the end of the working day and if required, adjusted immediately to keep the area secure. Plant and storage to be within the site compound/working area.
- All tools and small items are to be stored safely in the works van and not left on site.
- All workers are to sign in on arrival and again when leaving site.

Site Security will be reviewed continually in liaison with the Client, any Contractors/Subcontractors in relation to any additional security requirements and updated where required. Details of additional security measures or storage arrangements will be updated within both the RAMS and this Construction Phase Plan.

2.11 SITE INDUCTION

All site personnel will be provided with a detailed briefing on the site information, and they will be requested to sign to confirm that they have received the briefing. The signed briefing will be stored in the Construction Phase Site File once completed. Christopher Platt or the Site Foreman will hold a site induction with operatives to discuss the works in detail so that all employees have a good understanding of how the works are to be undertaken. Site specific details will be covered at this stage such as the presence of any potential hazard (access routes/cables for example).

Where visitors are wishing to come into any working zones, they will be given a site induction pointing out specific hazards and, in most cases, will be escorted. All contractors / subcontractors shall ensure that no personal shall be permitted within the working areas unless they have received an induction and are appropriately supervised.

2.12 ON SITE TRAINING

On-site training will take the form of toolbox talks and safety briefings as deemed necessary by Platt Construction Ltd and those in direct supervision of any contractors / subcontractors' operatives. Evidence of such training shall be recorded and kept within Platt Construction Ltd Construction Phase File.

Each Contractor /subcontractor will be required to carry out regular Toolbox Talks to their operatives to communicate and reinforce Health and Safety issues, and the requirements of Method Statements and Risk Assessments. A copy of Toolbox Talk records will be provided to Platt Construction Ltd so that they can be maintained within the Construction Phase Site File.

2.13 WELFARE FACILITIES

The Client has agreed that toilets and welfare facilities can be made available on site e.g., toilets are available within the existing indoor court. Platt Construction Ltd and any contractors / subcontractors will ensure all provided facilities remain clean and tidy and that where required additional provisions are provided to comply with schedule 2 of the Construction (Design and Management) Regulations 2015. Welfare Facilities will be provided throughout the construction phase and regularly reviewed with the Client and contractors / subcontractors.

Any problems must be reported to Platt Construction Ltd.

2.14 FIRST AID PROVISION

Mr Dan Hooson/Paul Clarke/Paul Roberts will be designated first aiders for the duration of the project. First Aid Kit and Eye Wash will be in the works vans.

Any Contractors / Subcontractors working on the project will be requested to supply first aid provisions / first aid kits appropriate for their works along with relevant details of any appointed first aiders. Any further personnel identified

during the project as being suitably qualified and competent as first aiders, particularly those of Contractors / Subcontractors will be progressively added to the list as required.

2.15 THE REPORTING AND INVESTIGATION OF ACCIDENTS AND INCIDENTS INCLUDING NEAR MISSES

Platt Construction Ltd will ensure as far as possible, that all accidents and dangerous occurrences are recorded and reported where necessary to the enforcing authority (HSE or local council). Accidents, incidents, ill-health, and dangerous occurrences will be investigated, and reasonable measures put in place to prevent recurrence. Workers are required to report any incidents they are involved in or witness to their line manager.

- All accidents are to be recorded in the accident book kept in the office.
- To comply with the Data Protection Act completed accident sheets will be torn out of the book and given to Chris Platt, Director to be kept securely.
- Workers are encouraged to report all accidents, incidents, work-related ill health and near misses to site management as soon as possible so that action can be taken to investigate the causes and to prevent recurrence.
- Chris Platt, Director is responsible for reporting notifiable accidents, diseases, and dangerous occurrences to the enforcing authority via the Incident Contact Centre, as required by the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR).
- Chris Platt, Director is responsible for undertaking investigations following accidents, dangerous occurrences and work-related ill health absence.
- Chris Platt, Director is responsible for analysing reported incidents for signs of trends and identifying action that can be taken to prevent future incidents.

All contractors / subcontractors shall ensure that accidents, accidental damage to any property of equipment and dangerous occurrences are reported to Platt Construction Ltd (Chris Platt) via quickest means possible.

Where necessary Platt Construction Ltd (Chris Platt) will inform the Client and others involved in the project of any such incidents, the results of any investigations and the control measures to prevent any reoccurrences.

2.16 THE PRODUCTION AND APPROVAL OF RISK ASSESSMENTS AND WRITTEN SYSTEMS OF WORKS

All contractors / subcontractors must submit appropriate site-specific risk assessments and work specific method statements (RAMS) to Platt Construction Ltd for review and approval prior to commencing work on site. Specific risk assessments and safe systems of work shall be required for all work activities where persons may be exposed to high-risk work operations. Risk assessment control measures must not be deviated from unless authorised.

All RAMS shall be provided in a timely manner (2 weeks in advance of works) to allow time for any feedback to take place. Platt Construction Ltd will be supported by WT Partnership Principal Designer in the review and approval of any site-specific risk assessments and work specific method statements. Risk Assessments and Method Statements (RAMS) relevant to the project will be stored in Platt Construction Ltd Construction Phase Site File.

2.17 SITE RULES (INCLUDING DRUG AND ALCOHOL POLICY)

The following site rules will be applicable to this project and a copy of these rules will be made available to all those working on the project.

- Employees are to comply with the Company Health and Safety Policy at all times.

- PPE to be worn – minimum Hard Hats, Hi-Viz jackets, shirts and safety footwear is to be worn at all times. Gloves (specific to task) and Eye Protection (specific to task) to be worn.
- Employees are to ensure that they are conversant with emergency procedures. Employees have mobile phones. First Aid Kits are kept in the works vehicles.
- Any hazardous materials found on site or hazards arising as a result of the works must immediately be reported to Chris Platt, who will inform the Tennis Club.
- Access to the site will be for Platt Construction only. A Banksman will supervise vehicle movements to and from our work area. Maintenance vehicles to be given supervised access if access required. Liaise with Padeltech workers for their access.
- Construction noise levels shall not exceed statutory limits. No radios or CD player permitted. Keep noise levels down and do not disturb other site contractors or visitors.
- Chris Platt will indicate if there are any smoking areas on site. Do not smoke in common areas.
- Health and Safety conditions are to be monitored at all times on site and any unforeseen circumstances or possible dangers are to be reported to Chris Platt immediately. If you are unsure of anything, please check with Chris. Do not put yourselves or others at risk.
- The site is to be maintained as a clean area at all times free of any litter or debris. All public areas and pathways are to be left clear and free of hazards at all times. Clean and tidy the site daily.
- Language is to be appropriate for the location. Contact with children is to be avoided. Work personnel are to avoid talking to children whenever possible. Find an adult to assist a child.
- No drugs or alcohol shall be allowed on the site, nor any person who is considered to be under the influence of alcohol or drugs.
- All subcontractors must work in accordance with the site rules.

PPE REQUIREMENTS

Equipment description	Specification	When Required
Florescent jackets or waistcoats	To BSEN 471 Class 2	Vehicle drivers Banksmen All operatives (if required by site rules)
Safety glasses or goggles	To BSEN 156 F1	As Per RAMS
Safety helmets	To BSEN3 97	As Per RAMS
Lace up Steel toe capped boots		Vibrating Plate operators Roller Operators
Gloves	Appropriate for task	All operatives due to the potential presence of rats – potential for Weil's Disease.
Ear defenders/hearing protection	Appropriate for task	Vibrating Plate Operators Roller Operators

Platt Construction Ltd will liaise with any contractors / subcontractors prior to commencing their works on site to establish a clear understanding on any specific PPE as required by their works and to ensure all parties are clear on the general PPE requirements for the site.

2.18 FIRE AND EMERGENCY PROCEDURES

A fire point will be established at the site compound area. As the employer, Chris Platt is the responsible person under the Regulatory Reform Fire Safety Order regulations for Platt Construction Ltd works. Mr Paul Roberts will be appointed to assist in preventative and protective measures.

Platt Construction Ltd via Chris Platt will undertake a construction phase fire risk assessment upon start on site in relation to the works and implement any further control measures needed as well as detail such measures within the copy of Platt Construction Ltd.'s H&S Emergency Procedure that will be kept within the Construction Phase Site File and shared with those working on the project including any fire assembly points in consultation with the Tennis Club.

The existing means of escape from occupied buildings affected by this project shall be maintained at all times as far as is reasonably practicable e.g., Platt Construction Ltd will provide adequate fencing to maintain the existing emergency escape from the indoor tennis courts. Where this is not possible, diversion or alteration of escape routes shall be planned and co-ordinated with the Tennis Club. Access routes for emergency vehicles shall be maintained at all times.

The nearest Hospital is at: -

Manchester Royal Infirmary (Approx. 2.7 miles)
Oxford Road
Manchester
Greater Manchester
M13 9WL

SECTION 3 – ARRANGEMENTS FOR CONTROLLING SIGNIFICANT SITE RISKS

A risk assessment has been completed for the significant hazards identified with the work required and these are attached at the rear of this document.

Risks identified for groundworks include:

Buried Services	Excavations	360 deg. Excavator Use
Operation of Ride on Rollers	Operation of dumper trucks	Occupational Road Risks
Manual handling	Screed Laying	Cement Mixer Use
Vehicles and Vehicle Movements	Petrol Driven STIHL saw use	Laying Tarmac

As the project commences with the padel Court Installation, additional significant risks are anticipated as shown below:

Working at Height	Lifting Operations	Manual Handling
Use of MEWPS	Handling of Glass	Use of cutting tools
Vehicle Movements		
Vehicles and Vehicle Movements		

All works carried out will be in accordance with the relevant health and safety legislation, primarily the requirements set out in the CDM Regulations, giving particular regard to providing safe places of work, safe plant and equipment, the provision of competent persons, provision of information, instruction and training and The Management of Health and Safety at Work Regulations which requires risk assessments to be carried out in order that significant risks are identified and suitable and sufficient control measures are utilised.

3.1 DELIVERY AND REMOVAL OF MATERIALS AND WORK EQUIPMENT INCLUDING WASTE

Refer to **Appendix 6** Northern Traffic Management Plan (TMP) for details relating to vehicle delivery and waste removal during the three key phases of the project.

Phase 1 = Initial soil removal and stone delivery will consist of vehicles being reversed into the site via bankmen and once loaded/unloaded they can then drive out in forward gear. Specific care and attention as well as use of a vehicle banksmen will be at the point of entry from Elm Road.

Phase 1 = Once stones is in place vehicles can enter site in forwards gear and turn within the site to enable them to also leave in forward motion. Specific attention will be at the point of entry from Elm Road.

Phase 3 = During the Padel court installation and finishing works, the limited amount of delivery vehicles will again be reversed into site via banksmen so they can then leave site in forward gear. Specific care and attention as well as use of a vehicle banksmen will be at the point of entry from Elm Road.

At the site entry point there is a large layby area which allows for good vision and vehicle manoeuvring with little impact on road users within the area. Refer to **Appendix 6** TMP Northern Traffic Management Plan. **Note:** A Banksemn must be used when reversing vehicles into the site at point of entry onto Elms Road and at any point where there may be impaired driver vision or a risk of pedestrian / vehicle contact.

The surrounding area is roads and properties. The site plan drawing will indicate access and site set up location. Access is to be off Elm Road. Care must be taken near the access/egress of the site. The entrance is to remain unobstructed at all times. A Banksman is to supervise vehicle movement to and from Platt Construction working

area. Local residents have been notified about the works by the Tennis Club and we will liaise with resident and the club should any complaints arise.

Platt Construction Ltd will liaise with neighbours adjacent to the access route to ensure minimum disruption to them during the works. The access area is also used by locals for parking so bollards or Heras panels may be required to keep the access route clear.

Deliveries to be when Platt Construction are on site and planned to avoid busy times for traffic in the locality between 9am and 3pm to avoid peak times. No Weekend Working is planned during the project therefore no weekend vehicle movements anticipated.

Deliveries, where possible, to avoid busy traffic movement times on the local roads and car park areas to allow local traffic to disperse with the minimum of disruption. Vehicles are only to use the approved access route and supervised by a banksman.

A site compound will be set up using Heras fencing, in the area indicated on the site access drawing, to include an area for unloading, parking, and storing materials and plant.

Access to the working area will be restricted to Platt Construction Ltd/Padeltech only.

All plant and storage will be within the site compound/working area. Excavators, dumpers and lorries are to be fitted audible reverse warning and lights. These will be hired in and will be inspected and in good condition.

Materials will be off loaded in the compound area and moved to the working area using dumpers. Delivery vehicles/plant will not be overloaded and all loads will be properly secured. All plant and materials will be delivered in suitable sized loads to ensure lorries have sufficient turning areas within the confines of the site.

Extra care is to be taken when machines (excavators, dumpers, rollers, lorries etc) are operating in close proximity of each other. Plant and vehicle operators will be suitably experienced and trained. Separate, safe access will be set up for users to the other facilities during the construction works.

No Go/Adjacent Areas:

No other areas are to be accessed without prior permission. Parking will be within the designated compound area. Regularly check to ensure the site can be accessed safely. Any access by others is to be agreed in advance and planned carefully to ensure safe access and egress for all works.

WASTE REMOVAL:

Skips or grab lorries will be used on site for the removal of waste. Skips will be removed when they are full by a licenced waste contractor.

3.2 DEALING WITH SERVICES

Platt Construction Ltd will assume any plans may not be accurate. All services are to be located by Cable Tool Detector and hand digging before starting any works. We will clearly mark any services.

All services are to be located by means of a laser detector and hand digging. All necessary precautions to be taken when working near services. With reference to the Health and Safety in Construction document HSG 150 (rev) -Page 56, 57 & 58 - the excavations and underground services section will be used on site as a reference and tick list when undertaking this work. We will also refer to HSE Document 47 Avoiding Danger from Underground Services and GS6150 Danger from Overhead Power Lines in the Site File.

We will liaise with client if existing services need to be isolated.

A water supply will be available on site.

Gas:	No Drawings Provided. All precautions are to be taken.
Electric	No Drawings Provided. All precautions are to be taken.
BT:	No Drawings Provided. All precautions are to be taken.
Drainage:	Note the positions of the any existing Inspection Chambers and ensure all covers are protected from traffic during the works. All precautions are to be taken.
Water:	No Drawings Provided. All precautions are to be taken.
Ducting:	To be installed

3.3 ACCOMMODATING ADJACENT LAND USE

The Site Itself is also close to: -

- Metrolink Tram Stop (West Didsbury)
- Retail Premises
- Bars and restaurants
- Didsbury United Reformed Church
- Residential Properties

All surrounding areas have pedestrian and vehicular traffic at all times.

3.4 STABILITY OF STRUCTURES WHILST CARRYING OUT CONSTRUCTION WORK

No works to or within existing structures are planned during this project. Excavation works near existing structures will be planned and managed to ensure the stability of existing structures are not placed at risk during the works.

3.5 PREVENTING FALLS, (WORKING AT HEIGHT)

All work at height shall be monitored closely as statistics indicate that falls of both personnel and materials are responsible for a large amount of the accidents on Construction Sites. To this end Working at Height Risk Assessments shall be produced for all activities being undertaken at height. Risk Assessments shall be presented for acceptance with the Method Statement required for all activities on site. The risk assessment shall indicate how attempts to avoid work at height have been looked into, and if required, the provision of suitable access equipment and fall prevention measures.

Working at Heights will be applicable specifically during the installation of the padel courts and canopy. Platt Construction Ltd will review the risk assessments and methodology prior to such works with Padel Tech Ltd and ensure that all necessary precautions as identified, and the control measures and safe systems of works are implemented.

Any operative using access equipment is to read the risk assessments and method statements peculiar to their operation. A daily check of all access equipment will be conducted by the contractor / subcontractor and their operatives are to also carry out their own checks prior to use.

All necessary evidence of competency to use MEWPS and any other equipment to be used for working at height is to be supplied to Platt Construction Ltd along with any required test certificates for harnesses etc.

3.6 CONTROL OF LIFTING OPERATIONS

All lifting operations must be supported by a lifting plan / risk assessment. Where lifting equipment is to be used on the project e.g., telehandler, Platt Construction Ltd will require that a person with relevant skills is appointed to control the lifting operations and that details of such equipment including length, weight and loading capacity is provided in advance of the works. In addition, testing certificated both for the lifting equipment's as well as any associated slings / chains or attachments shall be provided. A clear working area shall be defined and agreed during any lifting operations and the areas below shall be restricted to prevent any unauthorised access that may take persons below a suspended load.

Platt Construction Ltd will ensure that all lifting equipment is identified and that relevant statutory inspections are carried out on all lifting equipment i.e., cranes, slings, chains, eye bolts, Fork Lift Trucks, Genie lifts, etc

- Before each and every use
- At least every 6 months by the appointed competent person
- At any other intervals recommended by the supplier

Where lifting equipment is bought onto site by contractors / subcontractors, we will require full co-operation and assistance in order to achieve all of the requirements as stated above.

3.7 THE MAINTENANCE OF PLANT AND EQUIPMENT

All plant will be hired from reputable suppliers and certificates of inspection, maintenance and compliance with relevant legislation will be requested from the hire company at the point of hire. Subcontractors / Contractors bringing plant onto site will be required to provide certificates of inspection and ensure their plant and equipment is maintained in good working order.

Plant and equipment are to be secured at the end of the working day and no keys left on site.

Evidence of competence to operate specific plant and work equipment will be available on site and stored in the Construction Phase Site File.

3.8 WORK ON EXCAVATIONS AND WORK WHERE THERE ARE POOR GROUND CONDITIONS

Platt Construction Ltd will carry out any required inspections on Excavations daily prior to work, and after any event that could have affected stability.

Prior to digging, operatives will use Cable Tool Detector to check for any services in the proposed working area and clearly mark any services Identified. Refer to HSE Document 47 Avoiding Danger from Underground Services and GS6150 Danger from Overhead Power Lines in the Platt Construction Ltd Construction Phase Site File.

The area will be clear of all other personnel and a banksman will oversee the vehicle movements on and off site. The excavator will be used to load the lorries. Where possible, vehicles will be arranged to avoid busy times of the day.

A detailed risk assessment and methodology of groundworks being undertaken on this project will be included within Platt Construction Ltd site-specific risk assessment and method statements (RAMS) and this will be included within the Construction Phase Site File.

3.9 WORK ON WELLS, UNDERGROUND EARTHWORKS, AND TUNNELS

Not Applicable to these works.

3.10 WORK INVOLVING DIVING

Not Applicable to these works.

3.11 WORK IN A CAISSON OR COMPRESSED AIR WORKING

Not Applicable to these works.

3.12 TRAFFIC ROUTES AND SEGREGATION OF VEHICLES AND PEDESTRIANS

Access to the working area will be restricted to Platt Construction Ltd and contractors / subcontractors associated with the works. The working area will be separated from the Clubs activities via use of fencing. Where required specific gates of existing tennis courts will be locked so as to prevent any persons inadvertently wandering into the working areas and signage will be posted at appropriate points both by Platt Construction Ltd in relation to essential safety signage and other signage provided by the Club advising users of specific constraints and alternative arrangements. Extra care is to be taken when machines (excavators, dumpers, rollers, lorries etc) are operating in close proximity of each other. Plant and vehicle operators will be suitably experienced and trained.

Plant will be brought on site via the approved access for the works and a Banksman will be used during these movements. Separate, safe access will be set up for users to the other facilities during the construction works. Platt Construction Ltd will co-ordinate with other contractors / subcontractors to ensure that all vehicle movements are planned with clear routes and limitations of access defined.

We anticipate requiring plant as identified below:

Equipment description	Equipment description	Equipment description
6T/13T Excavator	80 Ride on Roller	Cable Detector
3T Excavator	120 Ride on Roller	Hydraulic Breaker
3T Dumper	Avant	Cement Mixer
Telehandler	Wheelbarrow	Cordless Drill & Genny

The above will be updated throughout the project.

3.13 STORAGE OF MATERIALS (PARTICULARLY HAZARDOUS MATERIALS) AND WORK EQUIPMENT

Materials will be off loaded in the designated compound area and moved to the working area using dumpers.

We anticipate materials being bought onto site as identified below:

Materials	Materials	Materials
Aggregate	Porous Macadam	Cement
Sand	Kerbs	Geotextile
Fencing Materials	Ducting	Ready Mixed Concrete
Lighting columns & cable	Synthetic Grass Glues & Tape	Steel Mesh
Sockets & Equipment		

The above will be updated throughout the project.

Other materials will be brought onto site in relation to the padel Court installation and stored in areas as designated at the prestart meeting. An additional storage container may be bought onto site to ensure that materials can be stored securely during the night, and this will be stored at a location agreed by the Tennis Club.

Where any hazardous materials are bought onto site, they must be stored in accordance with the manufacture instructions.

3.14 ANY OTHER SIGNIFICANT SAFETY RISKS

This section will be updated as Significant Safety Risks are Identified via further site visits, consultations with relevant contractors / subcontractors and upon reviewing of all received RAMS.

SECTION 4 – HEALTH RISKS

4.1 ASBESTOS

The Client has confirmed that Asbestos is not believed to be present. Where any suspect materials are found within the ground, Platt Construction Ltd will cover the suspected material and arrange for any testing to take place followed by the safe removal in accordance with relevant statutory provisions.

4.2 DEALING WITH CONTAMINATED LAND

No issues are anticipated in relation to contaminated land.

4.3 MANUAL HANDLING

Activities which require Manual Handling have been identified and are detailed below:

- Moving the tarmac screed
- Moving fence materials, kerbs, and paving slabs
- Moving carpet, lighting columns

Operatives have been trained in correct manual handling techniques and are advised to use the techniques which formed part of their training and to ensure there are sufficient staff available to help where required. Loads are limited to 20kgs -25kg wherever possible.

Where possible manual handling is to be avoided and mechanical and manual handling aids have been provided which includes dumpers, trolleys, and barrows.

4.4 USE OF HAZARDOUS SUBSTANCES

Where harmful substances cannot be substituted with less harmful substances, each Contractor / subcontractor will be required to maintain and issue a register containing all harmful substances that they intend to use on this project.

For each hazardous substance or process identified, the Contractor responsible **shall** produce a task specific COSHH Assessments and issue a Material Data Sheet for the substances. These will be maintained within the construction phase site file.

Each COSHH Assessment and Material Data Sheet **shall** be reviewed by Platt Construction Ltd; where possible alternative solutions may be suggested to minimise and reduce the risk to health and the environment.

When using Hazardous substances, the Contractors / subcontractors must provide evidence that the findings of each COSHH Assessment has been communicated to their operatives and those affected by the use. These records will be maintained within the construction phase site file.

COSHH assessments will be produced for the hazardous substances used on site or created by the work process (i.e., dust/fumes/vapours).

The following steps will be taken in cases where any hazardous substances will be present during the project:

- Chemicals will be stored according to the instructions on the labels or on within the COSHH assessment / safety data sheet.
- All chemicals are to be stored in their original containers.
- Only approved chemicals are purchased and used.
- Staff will be issued with and wear the appropriate PPE as identified in the COSHH assessments.
- Natural ventilation will be available during the works.

- Washing facilities available are available on site.
- First aid kit and eye wash will be readily available on site.
- First aid trained personnel will be given access to COSHH assessments where required.
- No smoking permitted in areas other than authorised areas.

Where respiratory protective equipment (RPE) is used, evidence of face fitting shall be provided.

4.5 REDUCING NOISE, DUST AND VIBRATION

Works will be sequenced to minimize noise to others, wherever possible including neighbouring properties and the local environment.

As well as the Health and Safety noise requirements relating to noise, we will also consider noise pollution and its impact on the local community and environment, and this will be monitored to aim to keep noise levels below 65dB where possible.

This will be monitored by our site management team at various stages throughout the project, and we will make regular checks for noise levels to see if we are keeping within sensible noise levels.

We will only be using equipment that is regularly inspected and maintained which should also help keep noise pollution to as low as possible for the duration of the project.

Deliveries to site will be between 9 am -3 pm to reduce noise impact to surrounding areas and we will be planning deliveries to reduce vehicles waiting on site with engines running.

Plant movements around site will be planned to minimise the need for reversing to reduce effect of any reversing beepers and limited in heavy use during early morning hrs and we will endeavour to use HGV and site vehicles that are equipped with broadband, non-tonal reversing alarms.

Plant and vehicle engine compartment doors will be kept closed and plant turned off when not in use.

Care will be taken when unloading vehicles to avoid un-necessary noise and Plant and vehicles will be instructed to travel at lower speeds to further reduce effects of noise omissions coming from the plant.

Currently it is planned to only have one digger and one roller working on the site and visiting trucks for waste removal.

There will be no generators running on this site for the duration of the projects.

Any high noise activities will be undertaken as far as possible from neighbouring properties as possible and, undertaken off site is this is a possible option. Where off site works is not possible, we will request use the existing maintenance yard for any paving cutting activities which is bounded by solid fencing to further minimise noise impact.

We will request that all pneumatic tools will be fitted with silencers/mufflers and Hydraulic breaker if required, will be restricted in its use.

The Noise at Work Regulations require construction operations to have a 'Noise Risk Assessment' carried out before work commences (to be submitted with the Method Statement for approval by Platt Construction Ltd). Platt Construction Ltd, Contractor / Subcontractors Supervisors and Operatives shall be trained as required in the actions to be taken according to each Action Level (especially the 1st level of 80 dB(A) and the 2nd level of 85 dB(A) and to also consider the impact of noise pollution to any local neighbouring properties. We will proactively be liaising with the tennis Club and neighbouring occupiers to keep them informed of any times of peak activities which may cause more noise than usual.

Dust arising from the ground during dry spells and generated by wind and plant movements will be controlled by spraying water over the ground. Roadways and paths adjacent to the working area are to be kept clean and free from debris. Silica dust will be present in cement and mortar. Employees are to wear their correct PPE and use water to reduce any dust. Ready mixed concrete will be used wherever possible. Washing facilities will be on site for workers. Face fit testing records will be provided upon request.

Employees are to wear their correct PPE gloves and limit time on the breakers and change operators frequently and take regular breaks. Vibration information will be extracted from the User's manual for the relevant pieces of equipment and the use of each piece of equipment will be recorded to ensure that daily/weekly exposure rates are not exceeded.

4.6 WORK WITH IONISING RADIATION

Will not be applicable to these works.

4.7 EXPOSURE TO UV RADIATION (FROM THE SUN)

Platt Construction Ltd along with any contractors / suppliers shall work in accordance with the HSE guidance for those working outdoors in the sun.

In brief this will mean advising workers on the following points as suggested by the HSE guidance for when working when the sun may be intense: -

- Keep your top on.
- Wear a hat with a brim or a flap that covers the ears and the back of the neck.
- Stay in the shade whenever possible, during your breaks and especially at lunch time.
- Use a high factor sunscreen of at least SPF15 on any exposed skin.
- Drink plenty of water to avoid dehydration.
- Check your skin regularly for any unusual moles or spots. See a doctor promptly if you find anything that is changing in shape, size or colour, itching or bleeding.

4.8 ANY OTHER SIGNIFICANT HEALTH RISKS

This section will be updated as Significant Health Risks are Identified via further site visits, consultations with relevant contractors / subcontractors and upon reviewing of all received RAMS.

SECTION 5 – HEALTH AND SAFETY FILE

5.1 LAYOUT AND FORMAT

Platt Construction Ltd will provide information for the health and safety file in the format as specified within the pre-construction information.

5.2 ARRANGEMENTS FOR THE COLLECTION AND GATHERING OF INFORMATION

Platt Construction Ltd collect information required for the health and safety file and keep on record on order to pass to the Client / Principal Designer at the end of the project.

5.3 STORAGE OF INFORMATION

Information required for the Health and Safety File will be stored in Platt Construction Ltd Construction Phase Site File.

SECTION 6 – APPENDICES

APPENDIX 1: F10

APPENDIX 2: PRE-CONSTRUCTION INFORMATION

APPENDIX 3: THE NORTHERN TC SITE SET UP PLAN 14TH JUNE 2023

APPENDIX 4: PLATT CONSTRUCTION LIMITED CONSTRUCTION PHASE SITE FILE (RAMS ETC)

APPENDIX 5: SITE RULES

APPENDIX 6: TRAFFIC MANAGEMENT PLAN