

Construction Phase Health & Safety/Methodology Plan

For works at:

**Wythenshawe Hospital – 2Nr Maternity Theatre with
associated Recovery Area**

Manchester University NHS Foundation Trust

Prepared by

Original: Oliver Hewitt

DATE: 05/01/2026

This Health and Safety Plan has been prepared in accordance with Construction (Design and Management) Regulations 2015 to enable the persons involved in the project to be aware of Health and Safety requirements are the basis for further development prior to each phase of the project in line with the programme of works.

The development of this Health and Safety Plan relates only to the project referred to herein and is not to be construed as relating to any other project in any way.

Subcontractors wishing to tender for the project will be made aware of Health and Safety requirements for this project and consider the cost implication in providing adequate resources for the Health and Safety matters at all times during the execution of the contract.

Portakabin personnel involved in this project and any subcontractors that may be used are reminded that this version of the Health and Safety Plan is not definitive as it is a 'live' document. As such it should be treated as a tool for use in the development of procedures required by Law, especially the Health and Safety at Work Act 1974, the Construction (Design & Management) Regulations 2015, the Management Health and Safety at Work Regulations 1999, and any other relevant Health and Safety regulations as may apply to the type of work to be undertaken.

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Construction (Design & Management) 2015 statement of Intent

The project management recognise that any effective implementation of the revised Construction (Design and Management) Regulations 2015 (CDM) and the L153 Guidance notes will be dependent on good management and the need for training and education of all employees. When necessary all Project personnel and Contractors, working under their control will comply fully with the requirements in respect of the said Regulations. They will, as specified in the regulations also co-operate fully prior to commencement and during all work activities works with all the relevant parties involved in the construction process.

1.0 DESCRIPTION OF THE PROJECT

1.1 Project Description

The supply, installation, and commissioning of 2Nr modular maternity theatres with an associated link back to the existing hospital. All works are to be carried out by Vanguard Healthcare Services (VHS).

The proposed installation of the modular units comprise of enabling works to accommodate these units. The connection of existing services will be carried out by Vanguard also as Vanguard will be acting as Principal Contractor.

The proposed installation of the theatres require the below enabling works to take place prior to the modular units being delivered. The works are as follows:-

Enabling works –

Removal of existing fixture and fittings within the area

Remove existing link corridors and make temporary good

Reduce ground levels around existing slab

Auger into the ground surrounding the slab

Install rebar and the like to auger points

Concrete pour foundations and ground beams

Install pads and check levels

Set up crane area

Deliver modules

Carry out fitout work

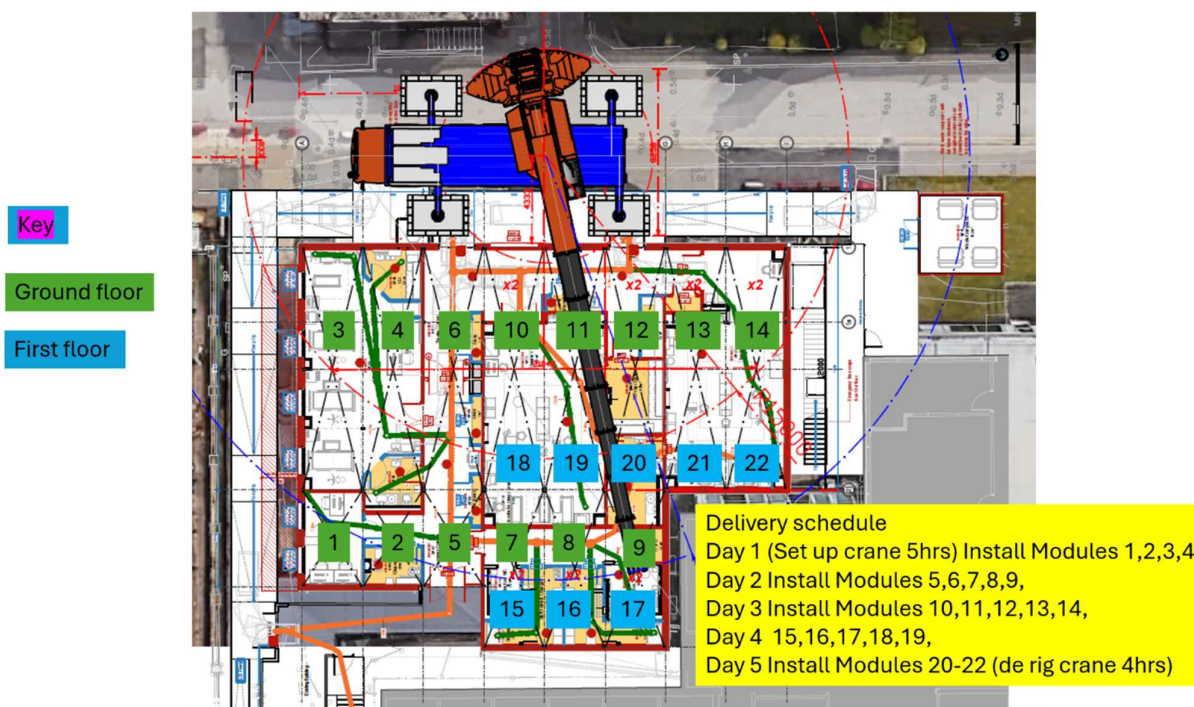
External works such as ramps and steps

Commision units

Handover into use

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The construction and installation of the Vanguard Units will be carried out in accordance with the manufacturers installation guide:



Lift & Locate
Wythenshawe Hospita

Please note all RAMS will be issued to support the CPH&SP.

1.2 Project Directory

Role	Contact Details
Client	Manchester University NHS Foundation Trust
Principal Contractor	Vanguard Healthcare Solutions
Principal Designer	Sonnemann Toon Architects LLP
Project Manager	Oliver Hewitt
Principal Designer / CDM Advisor	Les Hardiman

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1.3 Extent and location of existing records and plans

In order to assist with the development of the Construction Phase Health & Safety Plan, existing records and plans have been obtained and used to identify services within the project scope. These plans will also be required to identify construction detail and / or any major / minor alterations to the structure.

Pre-Construction Information is available from the Client and Principal Designer.

Existing Information

- Site plan
- Existing GA Plans
- Topographical Survey
- Utilities drawings
- Existing link corridor plans
- Slab depth analysis from surveys

Vanguard have already carried out services surveys prior to commencing works on site. There will be careful excavation surrounding the existing service trench which runs close to the site boundary. Works to this area will be monitored and hand dug to a certain level prior to using machinery. There will also be an element of works for services to be brought through into our modules, such as power, water and medical gases. These have all been surveyed and locations agreed.

1.4 Key Dates

Project commencement date: 13th April 2026

Project completion date: 06th November 2026

The construction programme is to be provided once confirmed.

1.5 Existing Structure:

The existing structures surrounding the proposed building area consist of a live hospital. More specifically a maternity ward along side a main entrance into the hospital. It is essential that all works constructed are respectful of the existing buildings and their end users. Works to this proposed area will be constructed on an existing slab where 2nr mobile units once were in place. Running along side the site is an existing services trench, brick retaining wall and existing offices. Prior to starting on site a dilapidation survey will take place and be presented to the client for sign off.

1.6 Ground Conditions

Site survey has been carried out along with topographical surveys, utilities surveys and trial pits to understand the existing slab currently in-situ. Soil test have shown that the ground has a weak bearing capacity meaning auger drilling will be necessary to distribute the loadings down,

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along with a ground beam sat on top. The above ground foundations whereby the units sit on, will consist of concrete slabs and pin plates to align the building.

1.7 Existing Traffic System

The site sits within the footprint of hospital, traffic management system will be implemented during the different phases of the works. Barriers/herras fencing are in place to allow access of vehicles to the site compound. Deliveries of materials and the modules will be managed accordingly to reduce the amount of traffic located outside of the hospital. Vehicles will access to site off Floats Road onto the private hospital road as per the below image. Traffic management plan will take place from the enabling works to the completion of the scheme. It should be noted that the site office will be away from the site working area, therefor most deliveries will take place to the site office and then passed down to site (unless it's a heavy load).



Parking will be available onsite for operatives and visitors however this will be limited due to the space available.

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1.8 Working Restrictions

Works to be carried out during the hours of (07:30hrs to 17:30) 5 days a week to ensure the scheme is delivered to the Client on programme. There will be a weekend working throughout the programme where possible (subject to sub-contractors). These works will be notified to both the hospital during weekly meetings.

1.9 The Site Construction & Compound Layout

The site setup will be fixed over the duration of the scheme. Full site with welfare will be set up within the below image. However we will also have a smaller site set up situated on the construction area which is also shown below. Throughout the build all access routes will be available for fire escape and access in/out of hospital (apart from when we crane in the building which will require shutting off the private road outside our construction compound). Heras fencing for access & egress routes will be lit up during the construction works. Maintenance of the heras fencing will be adhered to a fortnightly inspection via the site manager and team.

The key to the below image is as follows:-

1. Satellite Site Office (Site Manager)

- Dedicated satellite office for the Site Manager.
- To include:
 - First-stage first aid provision.
 - Small welfare area suitable for breaks.
 - Small meeting room for site-level coordination.

2. Portable Toilets

- Two Portaloos positioned near the satellite office.
- Purpose: reduce travel time between works areas and main welfare facilities.

3. Charging Station Container

- One 3 m x 3 m steel container.
- To be adapted as a **battery charging station**, not a tool store.

4. Main Pedestrian Gate to Site

- One controlled-access pedestrian gate for primary site entry.

5. Vehicular Gates (General)

- One set of vehicular gates for standard site vehicle access.

6. Pedestrian Gate to Main Site Office and Welfare

- Dedicated pedestrian gate providing access to the main office and welfare block.

7. Vehicular Gate for Skips and Deliveries

- Separate vehicular gate designated for:
 - Skip collection and drop-off.
 - General material deliveries.

8. Storage Containers

- Two 20 ft containers for secure storage of tools and materials.

9. Main Site Office and Welfare Block

Ground Floor – Welfare Facilities

- Fridge
- Microwave
- Kettle
- Toaster
- Drying room
- Toilets

First Floor – Office Functions

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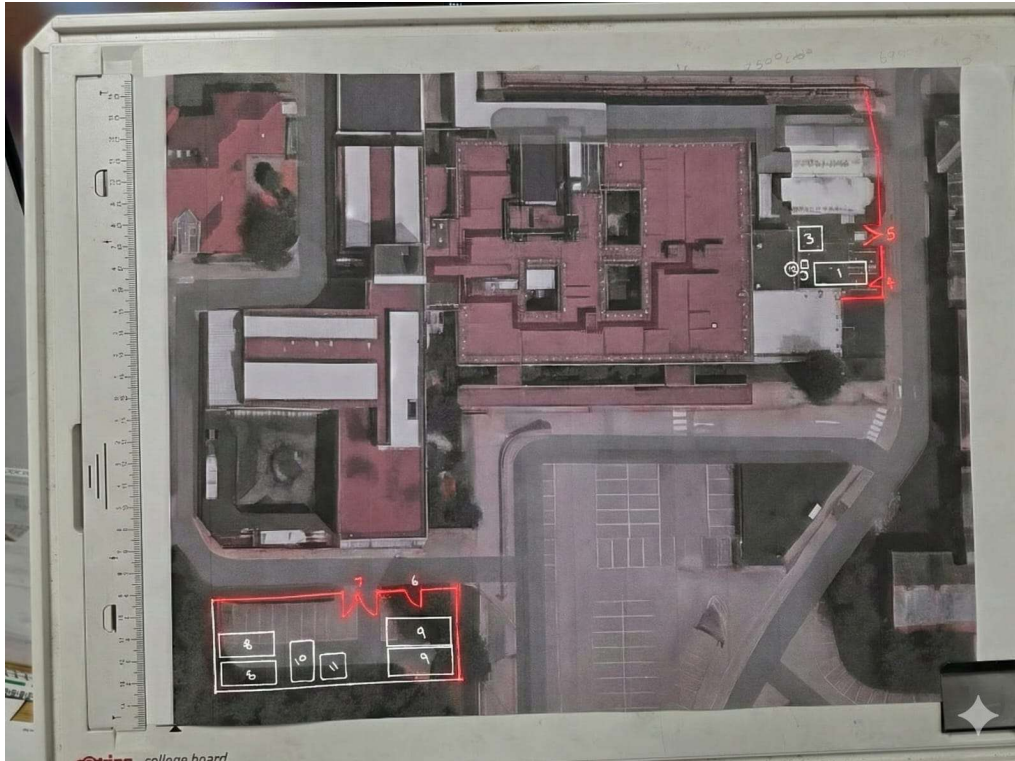
- Main site office workspace
- Meeting room
- Small kitchen area
- Meeting room to include allocated space suitable for a first-aid area

10. Waste Management – General Waste

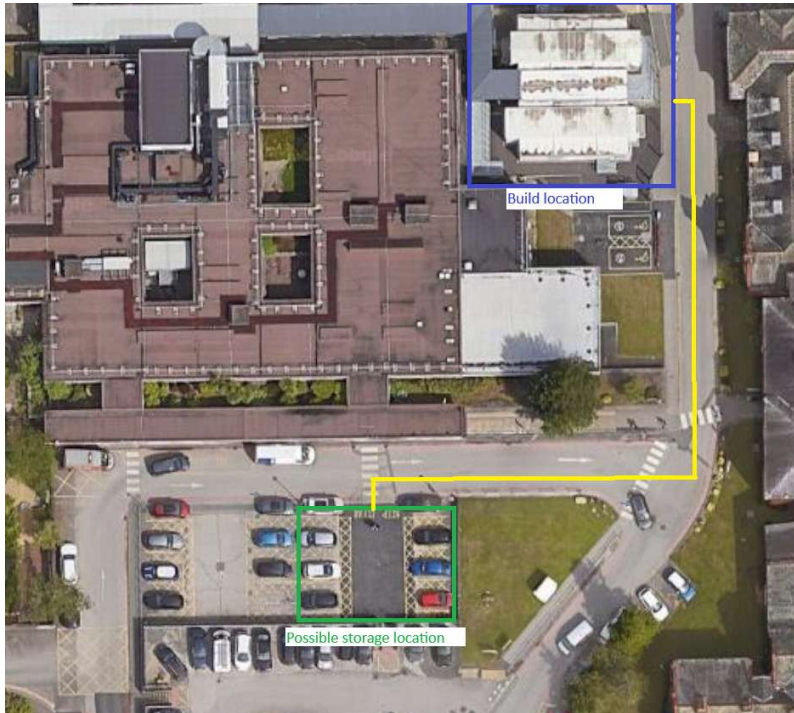
- One General Waste RoRo skip.

11. Plasterboard Waste

- One enclosed plasterboard-only skip.

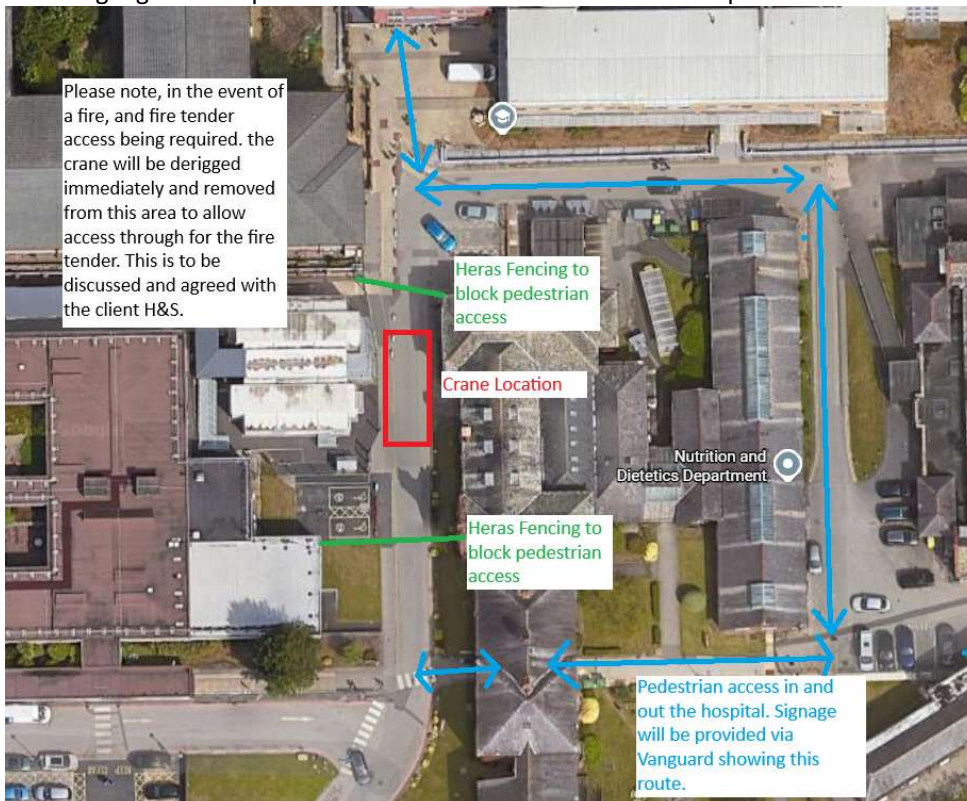


It has also been notified to the project team that an additional space may become available for storage. This space is shown below and will allow Vanguard to store materials to assist with the scheme, whether that be ground work equipment or materials for the modular install. This area gives safe access for Vanguard to travel back and forward to the main construction area. When doing so, a banksman will be on hand to assist with removing/re-allocating plant in public areas.



Lifting Plan Pedestrian route

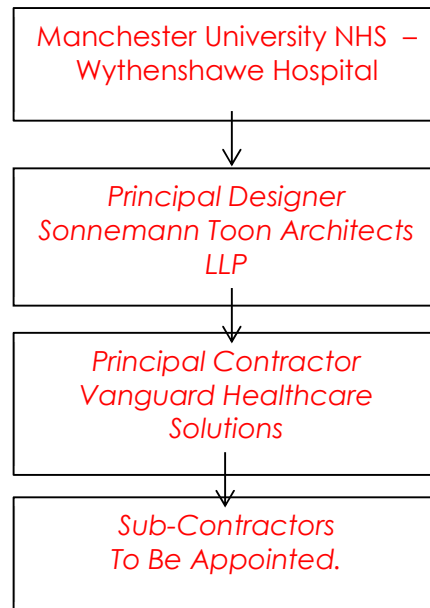
When the units are to be lifted into place, there will be a requirement for re-routing pedestrians in and out of the building for safety purposes. This system will be in place for approximately 5 days (could be longer depending on delays). Vanguard will have Banksman monitoring the area and also install signage for the pedestrians to follow in and out of the hospital.



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2.0 MANAGEMENT OF THE WORK

Management Structure



2.1 Management structure and responsibilities

Health and Safety is the responsibility of line management and its general control will be exercised through the existing management structure. However, certain key personnel will be appointed as specific duty holders who will have responsibilities in accordance with procedures. The specific duty holders are named above.

The general health and safety responsibilities lie with the Principal Contractor whilst work is commencing on site. The client has responsibilities to those appointed on the project under the *Management of Health and Safety at Work Regulations 1999* and in relation to those on construction sites under *The Construction (Design and Management) Regulations 2015*. Other responsibilities for control of specific activities and risks are as specified in this Construction Phase Plan and detailed within the risk assessment and method statements which form the framework for the site file.

- **Construction Director**
Has responsibility for ensuring the Health & Safety and Environmental management on the sites under his control is effectively implemented in accordance with the PSG Global Health & Safety Policy and Environmental Policy.
- **Lead Design and/or Principal Designer**
Considers Health & Safety aspects of the design with respect to construction and after hand over, i.e. workplace requirements and where any related risks cannot be eliminated to provide information for Construction / Project/ Construction Manager and Contractors / end users. Liaise with Construction / Project/ Construction Manager / Head of Health &

Safety during construction phase to ensure that design Health & Safety aspects are monitored

- **Project Manager / Site Manager**

Prepares and develops the Construction Phase Plan. Overall responsibility for the implementation and resourcing of site welfare and other management related arrangements (fire extinguishers / approval of Sub-contractors etc). The Project/ Construction Manager shall also undertake the site responsibilities when based on site.

Has overall responsibility for the day-to-day management of Health & Safety and environmental management on construction projects. Conducts daily supervision and monitoring of Health & Safety management on site and provides toolbox talks where necessary.

- **Site Operatives**

Comply with site rules. Cooperate with any directions given by Site / Construction / Health & Safety Managers.

- **Sub-contractor**

Is to cooperate with the Site and Construction Management. Ensure that his / her Sub-contractors are competent and advise in this respect. Undertake works in accordance with risk assessments and method statements. Ensure that all employees are provided with training / information / instruction / supervision and appropriate equipment

- **Health & Safety Manager/ Externally sourced.**

Monitors site activity as and when necessary. Also provides independent Health & Safety and environmental advice to site operatives and Sub-contractors.

2.2 Communication and co-ordination with other contractors

Daily liaison will be conducted between the client and Principal Contractor to discuss all matters pertaining to the project in regard to the design and design changes and the overall Health & Safety of the site and those employed for the project.

A meeting will take place at least once a week with the Principal Contractors' senior site representative attending for the purpose of the transfer and sharing of health and safety information.

Information obtained at these meetings will allow all parties to participate more effectively in the overall health and safety of the job. Information obtained from the meetings can then be relayed to employees, where necessary, via toolbox talks.

Should there be an urgent need to communicate, then telephone or face to face meetings shall be used as necessary.

On site meetings will take place with Sub-Contractors whilst the works are in progress. Health and Safety will be the priority on the agenda at site meetings.

The Principal Contractor shall give direction on health and safety matters throughout the site areas with assistance from the CDM Consultant and H&S Advisor as required by the CDM Regulations 2015 and their duty under Section 3 of The Health and Safety at Work Act 1974.

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Sub-Contractors are encouraged to participate in the transfer of information and are required to bring to the attention of the Client, Principal Designer and H&S Consultant notice of any dangerous circumstance or actions.

Copies of site inspections and reports conducted by the H&S Consultant shall be circulated by those who are required to take corrective action.

2.3 Health and Safety Goals

It is the intention of the Principal Contractor that the highest regard for safety, health and welfare during this project be executed.

All reasonably practicable measures will be taken to ensure a safe and healthy environment for employees and all that may be affected by the works. The safety objectives include:

1. Identifying potential hazards so that proactive safety measures may be taken.
2. To provide and maintain safe plant equipment and machines, safe and healthy places of work and safe systems of work.
3. To maintain all places of work, points of access and egress from work sites so that, so far as reasonably practicable, they are safe and without risk to Contractors, Sub-Contractors and others.
4. To undertake all activities in a way this meets current statutory requirements and embodies a high standard of care and safety management.
5. To provide and maintain adequate site security to keep plant, equipment and premises in safe condition and exclude those who are not authorized to access the site.
6. To ensure that design work carried out by our personnel and trade contractors fall within the CDM Regulations.
7. To provide sufficient information, instruction, training and supervision to ensure the health, safety and welfare of all staff and trade contractors.
8. To operate an effective means of communication between all parties to maintain and promote health, safety and welfare so as to minimise the risk of injuries, accidents and dangerous occurrences.
9. To review, amend, update and monitor the effectiveness of the Construction Phase Plan, to keep up to date with new technical and legislative standards and to take account of any incidents or changes in the scope and methods of the work.
10. To ensure ZERO accidents and incidents throughout all aspects of the project lifespan.

2.4 Monitoring and Reviewing

Continuous monitoring of on-site H&S compliance and any necessary statutory inspections (e.g. of scaffold or excavations) will be carried out and recorded by the Project/ Construction Manager. Any significant break-down in any aspect of the H&S management systems will be immediately reported.

Routine site inspections will be carried out and recorded by the Project/ Construction Manager. Significant observations will be drawn to the attention of the Client and/or Project/ Construction Manager who will immediately instigate any necessary corrective preventative action.

A report of the inspection will be issued by the H&S Consultant and distributed accordingly.

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2.5 Liaison between parties on site

Prior to commencement on site, all appointed contractors will be in receipt of any relevant health and safety information. All contractors will inform the Client of any work that is liable to affect any other persons employed on this site. Work will only continue after liaison with all parties to ensure that all aspects of Health and Safety are not compromised.

The Principal Contractor will proactively promote efficient and regular communication between the Client, Sub contractors, operatives and residents; this will take the form of regular site meetings, briefings and liaison between all parties.

The immediate contact for site related issues would be the Project/ Construction Manager, who can be contacted on the following telephone numbers:

Telephone: 07392081184

2.6 Consultation with the workforce.

All operatives on site shall be consulted individually about health and safety and their own functions and responsibilities on a regular basis. Each Trade Contractor is to discuss health and safety with their operatives and Sub-Contractors on a frequent basis, as well as act on those discussions and document the process.

2.7 The exchange of design information.

The appointed designer(s) must provide information to all other project team members that are likely to need to identify and manage the remaining risks. This information must be project specific and concentrate on significant risk that may not be obvious to the Contractor.

The Principal Contractor will attend regular reviews of the design with the appointed designer to ensure proper consideration is given to buildability, usability and sustainability. The Principal Designer will be kept fully informed.

2.8 Handling design changes during the project.

The Contractor will not commence work on any changes in design during the construction phase until they are satisfied that all the information necessary to carry out the works safely has been provided. Liaison with the Principal Designer will be maintained.

2.9 Selection and control of contractors.

The Client will ensure that when selecting personnel and sub-contractors, due regard as to their competency in health and safety will be taken into account. All contractors appointed will have passed a competency assessment. Where there is a requirement to employ contractors that are not known to Cardiff and Vale University Health Board, it may be necessary to conduct a tender PQQ and contractors will be given the opportunity to show documented evidence of their H&S considerations.

2.10 The exchange of H & S information between contractors.

As far as is reasonably practicable, the Client will communicate all relevant health and safety information to all concerned parties on the project. The Principal Contractor will expect all contractors to co-operate with the contents and implementation of this Construction Phase Plan.

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All contractors will be expected to advise the Client of any risk to health and safety that their works may cause other contractors on this project.

2.11 Site security

Site management will ensure that on daily completion of work or any other absence from site that all practicable measures are taken to prevent unauthorised or inadvertent access to site premises & exposure to site hazards.

Wherever possible, temptations to trespass, theft and arson, particularly by juveniles, will be removed/secured/hidden.

Particular and continuous attention will be paid to the following:

1. Removal and/or inhibiting means of access to high level, i.e. scaffold, ladders, steps, etc.
2. Immobilising, securing and generally making safe plant
3. Appropriate, secure storage of hazardous substances, tools and equipment
4. Isolation/disconnection of non-essential power sources
5. Barriers and/or warnings in place for all accessible hazards
6. Appropriate signage to be displayed within and around the site.

2.12 Site induction, training and security

The provision of trained and experienced managers, supervisors, foreman and labour is recognised as the key to operations being without risk to health and safety. A copy of our training matrix is available.

- **Inductions**

On site H & S Induction / familiarisation instruction shall be conducted verbally by the Project/ Construction Manager for all personnel. Site safety rules will be issued at the time of induction and records retained.

No one (including Trade Contractors) shall be allowed on to a live workplace without first having undergone a contract specific, safety and site induction. It is the intention of the Client and Principal Contractor that all site induction training shall be recorded and conducted in accordance with current procedures.

Inductions will be bolstered by regular toolbox talks on pertinent, current topics. Regular toolbox talks must be carried out, at least once a week, with appropriate subjects chosen to cover the work activities. Sub-Contractors will co-operate with any initiative in this regard.

- **Site Induction Training Considerations**

- i. **Project details**
- ii. **Site Information**
- iii. **Permits To Work**
- iv. **Site Hazards**
- v. **Welfare Facilities**
- vi. **Site Access**
- vii. **Emergency Procedures**

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- viii. Risk Assessments
- ix. Training
- x. Manual Handling
- xi. Safety of the public / Occupiers
- xii. COVID-19

- **Training**

Training must be arranged for specific activities such as MEWPS, Abrasive Wheels, and Mobile Towers.

It is also important that skills' training through CSCS is monitored and that, where appropriate, all employees (including contractor's employees) have a suitable skills card, if applicable.

Where a shortfall in skills is identified during the project, relevant training will be provided as far as is reasonably practicable. This will normally be conducted through on-site Tool Box Talks and the information recorded in the site file.

- **Security procedures**

Reasonable efforts will be made to see that the site shall be secure against ingress from those who are not authorised to be on the site.

Official visitors to the site shall be required to wear sensible levels of PPE having regard to the tasks they shall perform and the locations they will be in. While on site, visitors shall be escorted at all times unless they have undergone the induction process.

The overriding concern shall be for the safety and protection of workers on the site. During working hours this shall be a site wide responsibility and the duty of all to enforce.

2.13 Welfare facilities

The Project/ Construction Manager shall ensure that welfare facilities are sufficient to comply with the requirements of Schedule 2 of the CDM Regulations 2015 and is provided throughout the construction phase as far as is reasonably practicable.

The welfare facilities shall be made available by the Principal Contractor to the operatives and staff involved in the construction process. All such facilities will be maintained by site employees and are to be treated with respect by all construction personnel.

A suitable area within the demise will be established, a temporary arrangement will be erected within the site boundary to act as welfare and a site office. Further consideration shall be made with the siting of a temporary WC which will be cleaned on a regular basis. These are to be left in a clean and usable state at the end of the working day. Abuse of these facilities may result in them being placed out of bounds in which case the Sub-Contractors will be responsible for the provision of welfare facilities at their own cost.

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All contractors on site must be able to comply with the Health and Safety (First Aid) Regulations 1981 and have access to a fully qualified first aider on site at all times while their staff are working.

Names and locations of first aiders, introduction to them, position of First Aid boxes and rules for their use shall be part of the induction training.

A fully stocked and in date first aid kit will be located within the site office area.

The site first aider will be identified to all site personnel.

Site Manager to be appointed.

All minor injuries will be dealt with on site and recorded sufficiently in the accident book. For all major injuries, the Medical Emergency procedures should be used. All site personnel are to be familiar with this procedure.

Medical emergency

In the event of an injury or sudden illness on site the following action is to be taken:

1. First Aid assistance is to be obtained, if appropriate.
2. The injured or ill person is to be conveyed to the nearest A&E hospital by the quickest possible means or;
3. An ambulance is to be summoned, ensuring that the address is given accurately, and the information repeated back to the caller.
4. The full details of the person injured or ill and the details of the injury or illness are to be passed to the site supervisor as soon as possible, in order that he can make arrangements to advise the next of kin (if required).
5. Details of nearest A & E unit

The nearest Hospital with A&E and Emergency facilities is	
Wythenshawe Hospital Emergency Department	

6. Location

Southmoor Road, Wythenshawe, Manchester M23 9LT.

2.15 Reporting / investigating accidents

Should an accident or incident occur, the Project/ Construction Manager or his deputy must be informed immediately.

All accidents and incidents will be investigated as soon as reasonably practicable. All details will be recorded, witnesses interviewed, and if necessary, photographs taken. The investigation will be undertaken by the Project/ Construction Manager or suitable deputy.

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Sufficient action will be taken to make the area safe, but nothing will be moved unnecessarily before the appropriate Trade Contractor and safety representative have been informed.

The Manager responsible for the safety of the employee(s) involved will ensure that an entry is made in both the Trade Contractors accident book.

In all cases an accident report will be completed, and a copy contained in the site file, as well as providing a copy of the report to the Client and the CDM Consultant and, where necessary, the HSE.

The requirements of the RIDDOR Regulations will be met. The Project/ Construction Manager will ensure sub-Contractors are aware of their responsibilities under the regulations to submit form F2508 to the HSE where required by the Regulations. Reporting action is the responsibility of the Principal Contractor responsible for the safety of those involved.

Accidents, cases of ill health and dangerous occurrences may be reported by fax, telephone, email or by post as detailed on the web site noted below.

The Centre's Website is:

www.riddor.gov.uk

2.16 Risk Assessments and Method Statements

A risk register has been produced for this project to identify the various risks involved and the appropriate control measures to be implemented to minimise risks. Risk assessments will be updated as the project develops.

The Principal Contractor is responsible for the provision of Risk Assessment throughout this project. He will also ensure that formal risk assessments from each sub-contractor, and where necessary, will be used to support and revise the risk assessment register.

General hazards of construction are presented by virtue of the work and its location. Also present are associated with working in a site in such close proximity to other undertakings.

All hazards specific to the works shall be identified by the risk assessment procedures, which shall recommend adequate and suitable control measures and from which method statements shall be developed.

All Sub-Contractors will be issued with a copy of the Construction Phase Plan as part of their tasking in order that their risk may be properly incorporated into the plan and that they may cost all risk control procedures prior to commencement on site.

The Principal Contractor and their sub-contractors will produce written method statements for the works, which will be job-specific and refer to responsible personnel, control measures and arrangements.

A Risk Register will be produced and the hazards / risks highlighted will be mitigated by means of Method Statements and Risk Assessments:

2.17 Site rules

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Before you start work:

- Understand what to do in a site emergency, e.g. Fire. Know what the alarm sounds like and how to escape from your work area
- If your work is hazardous or in a hazardous area, make sure you have a signed site permit to work
- Make sure you know how to contact the Project/ Construction Manager in an emergency
- Understand the site health & safety risk assessment for your work area –the Project/ Construction Manager can show you a copy and explain what it means
- If you are working alone, make sure you know the site procedure for lone working & report on completion of works
- Understand your own company's risk assessment and method statement for the work you are doing

Site Rules:

- Do not smoke anywhere on site other than at nominated and signed areas.
- Only use rest areas agreed by the Project/ Construction Manager
- Wear the right protective clothing - do not work without a shirt
- While you are working keep your work area safe and tidy
- Avoid disturbing site occupants and visitors - keep noise down and do not play music
- Do not block fire exits and other access routes
- Do not work or interfere with anything for which you do not have permission
- Do not go anywhere or work where you do not have permission
- Follow safety instructions and signs
- When you finish working, leave your work area safe, secure and tidy
- Site waste to be placed in the agreed location prior to disposal.
- The use of any bad language is strictly prohibited on site. Any Contractor heard using such language will be asked to leave the site and will not be permitted to return.

Vanguards Waste Management Plan shown below.



33 - Water
Management Policy V

Let the Project/ Construction Manager know if:

- You see something that you think could be dangerous
- You have damaged or broken something

2.18 Emergency Procedures

The fire procedures will be overseen by the Project/ Construction Manager and will be an integral part of the site induction training.

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The Project/ Construction Manager will select the appropriate type and quantity of fire extinguisher, according to the given work being carried out and its location.

All fire-fighting equipment and any fire detection alarm system provided will be examined and tested at suitable intervals and properly maintained.

A Fire Warden will be appointed where specific activities require including any Hot Works. These shall be trained in their duties as Fire Wardens.

The following action is to be taken in the event of a fire:

1. The alarm is to be raised (this can be done verbally shouting FIRE, FIRE, FIRE).
2. All on site are to be made aware of the alarm and the need to evacuate the premises.
3. The Fire Brigade are to be summoned immediately by dialling 999.
4. Portable fire extinguishers are to be used in an attempt to put the fire out or contain it. **This is only to be undertaken if there is no risk to personnel.**
5. Staff are to report their presence to the senior person at the assembly point.
6. Full details of the incident are to be passed to the CDM H&S Consultant as soon as possible.
7. The Loss Prevention Council document "*Fire Prevention on Construction Sites*" shall provide guidance for fire prevention measures.
8. All operatives should meet at the fire assembly point which is located at the front of the site.

Emergency Routes

To be advised once on Site and incorporated into the Site induction training.

2.19 COVID-19

Due to the ongoing pandemic, all employees involved within this scheme are advised to follow the Government and Local guidelines in relation to COVID-19 <https://www.gov.uk/coronavirus>

The following document has been produced inline with current guidance and will be reviewed inline with guidelines as set out by the Government.



NIS.RA22 Rev H
Coronavirus.pdf

3.0 ARRANGEMENTS FOR CONTROLLING SIGNIFICANT SAFETY RISKS

3.1 Delivery & removal of materials (including waste) / work equipment

All deliveries, loading/unloading activities will be closely monitored as to minimise any disruption to traffic and pedestrians in the area.

Where possible such activities will take place at off peak times.

All access / egress points to the project will be maintained at all times.

A banksman is to be present at all time when vehicles are loading / unloading in traffic sensitive areas especially close to the construction compound.

Sufficient and suitable protection to the public will be in place during loading/unloading activities.

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Emergency services will have access to the site area.

Waste materials will be separated for recycling purposes and disposed of responsibly.

3.2 Services

Buried services are to a great extent 'out of sight, out of mind' until the time comes for someone to dig a hole by hand or start excavating mechanically. Every year people are injured or killed due to accidental contact with buried services such as electricity cables and gas pipes. Underground power cables together with gas, water and drainage pipes constitute a potential hazard on sites.

The Project/ Construction Manager will ensure work is appropriately planned to ensure safety during excavations. Project/ Construction Managers will obtain details of all buried services from the various service/utility companies, for example:

- Local electricity suppliers and National Grid.
- Local authority, for information on the location of street lighting cables and sewers.
- Gas.
- Water.
- Phone and cable television.
- Private owners of adjoining land and buildings.

Project/ Construction Managers must:

- Ensure that no excavation works commence until all information on existing underground services has been obtained, and all services are physically located and marked by means of locating equipment and/or hand dug trial holes.
- Liaise with representatives of the various service authorities, as necessary, to agree pre-cautions and safe methods of work.
- Ensure that all operatives are informed during their site induction of the 'Permit To Work' System, if it is to be implemented, and where it will apply.
- Ensure that all sub-contractors on site are instructed in the appropriate procedures and issued with full information obtained from the service authorities.
- Ensure locations of all temporary services installed on the site are clearly identified to all personnel on site.
- Ensure no mechanical tools or excavators are used within 500mm of any service.

A qualified NICIEC electrician will install temporary electrical supplies with the relevant certification displayed within the site office. All temporary supplies will be re-tested on a quarterly basis.

Existing locations of services such as gas, water and electric will be identified prior to commencement of any works. All operatives involved in works connected with these services will be informed of their whereabouts during site-specific induction training on their first day of employment.

3.3 Temporary Works including Scaffolding

Any temporary works or structures, erected to assist during the construction works, must be sufficiently designed and inspected by suitably qualified persons.

The construction of most types of permanent works will require the use of some form of temporary works. Temporary works is defined in BS5975: 2008 “Code of practice for temporary works procedures and the permissible stress design of falsework” as “(those) parts of the works that allow or enable construction of, protect, support or provide access to, the permanent works and which might or might not remain in place at the completion of the works”.

Examples of temporary works include, but are not limited to:

Earthworks - trenches, excavations, temporary slopes and stockpiles. Structures - formwork, falsework, propping, façade retention, needling, shoring, edge protection, scaffolding, temporary bridges, site hoarding and signage, site fencing, cofferdams.

Any temporary works or structures, erected to assist during the construction works, must be sufficiently designed and inspected by suitably qualified persons with sufficient knowledge to the category of risk associated with the temporary works and in accordance to BS 5975:2008+A1:2011.

If during the programme the requirement of temporary works is identified, these will be suitably highlighted within the CPP and the relevant Method Statements and drawings will be submitted for review. A temporary works coordinator will be appointed to oversee the works and maintain responsibility for all areas conducting temporary works.

Scaffold design will form part of the scaffold contractors package ensuring that the scaffold is securely tied into the building’s fabrics and counter levered where surfaces deemed insufficient. They are to confirm their design once their engineer has surveyed the building.

Scaffold will be unloaded and safely stored to the side elevation, where temporary barriers will be in place.

Name boards of both the scaffolding contractor and Principal Contractor will be clearly displayed at high level of the scaffold; the boards will include telephone numbers should there be any reason to for the public to make contact.

All scaffolding will be erected within all current NASC & Health and safety guidelines

All scaffolders are to be CISRS trained and are to use harnesses when working at heights.

All areas of the scaffold are to be signed off and certified prior to any person accessing the scaffold.

3.4 Preventing falls

The consequences of falling from heights or into dangerous substances are so serious that a high standard of protection is required. Secure edge protection should be provided to prevent people falling from edges and objects falling onto people. Where edge protection cannot be provided, other measures should be taken to prevent falls as identified in a suitable risk assessment supplied the relevant contractor.

Slips and trips, which may be trivial at ground level, may result in fatal accidents when on a roof. Precautions should be taken where there is a risk of falling off or through a roof. These may include fall-arrest devices and crawling boards. Fragile roofs or surfaces should be clearly identified

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- **Working on Roofs**

Working of a roof can be dangerous. Falls account for more deaths and serious injuries in construction than anything else. Any fall from a roof inevitably involves at least a serious injury. The risks are substantial, however long or short the work. Many have been killed who only meant to be on the roof for a few minutes 'to have a quick look' or to carry out a small repair. Any work on a roof is high risk because it involves work at height. High safety standards are essential however long or short term the work is. The nature of the precautions needed may vary from one job to another. The Work at Height Regulations 2005 set out a hierarchy which should be followed when planning any work at height. The hierarchy should be followed systematically and only when one level is not reasonably practicable may the next level down be considered.

Personal fall arrest systems such as harnesses, which only protect the individual (unlike collective systems such as nets which protect more than one individual), should be seen as lower down the hierarchy as they do not prevent the fall, only minimise the consequences and protect the individual worker.

In addition, these systems require a sufficiently strong anchorage point, user discipline and active monitoring by management.

3.5 Working with or near fragile materials

It is not envisioned that fragile materials will be used on this project if however, design changes identify the use of fragile materials a separate risk assessment and method statement will be submitted.

3.6 Control of lifting operations

The Principal Contractor shall ensure that all lifting equipment is of an approved type and used in the approved manner. A current copy of the examination and insurance certificates shall be kept on site and made available to the Safety Manager upon request.

Each item of lifting equipment shall be marked with its safe working load (SWL), which shall not be exceeded, and also with its unique identification marks. All lifting equipment shall be maintained in a safe condition and, when not in use, stored as safe as possible.

The Contractor shall ensure that lifting equipment and plant is tested, inspected and examined at specified intervals by an insurance company inspector who is trained and authorised to do so, and that records of the examination are maintained in the relevant statutory register.

Any lifting equipment showing signs of wear or damage to safety critical parts shall be taken out of service immediately.

Only authorised banksman shall give approved signals to crane or plant operators. The contractor shall ensure that the crane or plant operator accepts signals only from an authorised banksman. The authorised banksman shall be readily identifiable.

Lifting tackle, ropes, etc. shall be of an approved type to the relevant British Standard.

Any chain or strap, etc. used for restraining load shall not be used if showing signs of wear or damage.

The contractor shall ensure that any temporary platform shall be securely attached or fixed. It shall have handrails, intermediate guardrails and toe boards to prevent persons or materials falling from the platform. If the platform is attached to hydraulic or rope-operated plant then, in the event of a hydraulic power failure, a “fail safe device” shall be fitted to the item of plant.

- **Lifting Operations**

Lifting operations can often put people at great risk of injury, as well as incurring great costs when they go wrong. It is therefore important to properly resource, plan and organise lifting operations so they are carried out in a safe manner. Each of these elements requires a person or people with sufficient competence to be involved at each step. These people should have sufficient theoretical and practical knowledge of the work and equipment in question, as well as the requirements of the law, to be able to do this properly. For complex and high-risk operations, the planning and organisation should be extensive and meticulous.

LOLER requires that lifting equipment must be of adequate strength and stability. This adds to the general obligations under PUWER 1998 regarding the suitability of work equipment. Lifting equipment should be positioned or installed in such a way as to reduce the risk, as far as reasonably practicable, of the equipment or load striking a person, or of the load drifting, falling freely or being unintentionally released.

All lifting equipment, including accessories, must be clearly marked to indicate their 'safe working loads' (SWL) - the maximum load the equipment can safely lift. In planning any lifting operation, the identification and assessment of risk is critical to identifying the most appropriate equipment and method for the job.

The plan for any lifting operation must address the foreseeable risks involved in the work and identify the appropriate resources (including people) necessary for safe completion of the job. The plan should set out clearly the actions involved at each step of the operation and identify the responsibilities of those involved. The degree of planning and complexity of the plan will vary and should be proportionate to the foreseeable risks involved in the work.

The legal responsibilities for safe lifting operations are usually shared between the crane hirer and crane user.

When a crane is hired the responsibility for planning, supervising and carrying out lifting operations rests with the user unless these responsibilities are explicitly assumed by the crane hire company under a 'contract lift'.

People who hire cranes but do not have the necessary competencies for safe planning and use will need to opt for a 'Contract Lift' from the crane hire company.

Further information regarding lifting operations can be found in the Approved Code of Practice L113 (Second Edition) 2014

3.7 Maintenance of plant & equipment

Work equipment is the term used to define any machinery, appliance, apparatus or tool and assemblies of components which function as a whole in order to achieve a common end. The definition is therefore very broad and covers a wide range of equipment, both manually and power-operated, such as air compressors, computers, lift trucks, vehicle hoists, ladders, portable drills, drill bits, knives, photocopiers, etc. The hazardous nature of many types of work equipment, particularly machinery, means that unless the risks they present are properly controlled, serious injuries or fatalities are likely to result. Careful assessment will be required to ensure that best practice and relevant provisions of local Regulations are complied with.

The first stage in managing the use of work equipment is to ensure that any work equipment purchased and/or hired is suitable for both intended use and the environment in which it is going to be used. Once the equipment has been chosen, the risks associated with its use must be adequately controlled.

Essential elements of achieving this are:

- Ensuring the safety of the equipment, such as providing guards.
- Providing safe systems of work.
- Ensuring that users of the equipment are competent.

Most types of work equipment require some form of maintenance. Work equipment should be maintained in an efficient state, in efficient working order and in good repair. Appropriate maintenance schedules should be drawn up. Where machinery has a maintenance log, the log must be kept up to date.

The frequency of maintenance will be determined by:

- The risk that the equipment poses in its use (including fault conditions).
- Statutory requirements.
- The manufacturer's recommendations.

It is a company requirement that all newly hired plant or equipment is given a full service by the hire company before issue to site.

For site equipment, the site supervisor is to arrange for an initial visual inspection of plant/equipment and accompanying documentation before use, followed by daily visual checks of equipment.

Project/ Construction Managers and the CDM H&S Consultant will carry out spot checks throughout the life of a project to ensure compliance.

Contracts lasting in excess of four weeks will require inspection registers to be implemented. These will include hoists and lifting equipment, scaffolds, electrical equipment and other work equipment. If a supplier specifies an inspection regime, this must be carried out in accordance with the supplier's requirements.

3.8 Excavation operation required on the project

There will be significant excavation requirements to this project which requires further foundation works to link onto the existing slab. Due to poor ground conditions the Structural

engineer has designed the foundations to act as a ground beam connecting all compressive loads and forcing them down.

When excavating on site, precautions will be taken and to minimise risk, cat scans will be taken throughout the duration of the excavations at different levels due to risk of unknown services.

Spoil heaps will be stored on the construction site with a grab wagon picking up the spoil. This will all be managed by the site team ensuring accessibility in to the hospital is still met. Any left over debris on the path/road will be cleared up as necessary straight away.

3.9 Underground Earthworks

N/A to this project.

3.10 Working on or near water

N/A to this project

3.11 Diving

N/A to this project

3.12 Work in Caisson or Compressed Air

N/A to this project

3.13 Explosives

N/A to this project

3.14 Traffic management

All vehicle operations, including parking, waiting, deliveries, loading/unloading, skip positioning, etc. must be carried out in strict accordance with local authority permissions and restrictions and good health and safety practice.

Where possible, wheel washing will be carried out via a jet wash to reduce amount of debris on the roads. If required a street cleaner will be appointed to ensure all areas are kept clean to hospital standards.

To the greatest practicable extent, vehicles and pedestrians will be segregated.

A competent banksman will be in attendance at all times whilst vehicles with restricted visibility are manoeuvring around the site premises.

Any deliveries, special loading/unloading operations, etc. likely to impinge on neighbouring premises or access roads, must be notified to, and agreed with the client/principal contractor in advance.

Access to all areas of the premises for emergency services must be maintained at all times.

3.15 Storage of materials & work equipment

All material will be stored in the safest way possible having regard for the requirements of the project and site safety.

3.16 Any other significant safety risks

Dust

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Inhaling Respirable Crystalline Silica (RCS) can lead to silicosis. Silicosis is a serious and irreversible lung disease that causes permanent disablement and early death, and it is made worse by smoking. All RCS is hazardous. 'Respirable' means that the dust is invisibly fine and gets deep into the lungs.

The principal Contractor will ensure that all operatives are made aware of the risks from RCS and other airborne particulates. To minimise the risks of exposure, all operatives will receive training and supervision to ensure that they are doing the job in the right way and using controls properly to reduce their exposure. Include supervisors and managers in health and safety training. Sub-Contractors will also need supervision

Where specifically required and as the programme progresses, dust suppression methods are to be detailed in the site-specific risk assessments.

Noise

Even if not using noisy equipment operatives working close to it will be affected, therefore exclusion zones will be established as required. Other precautions include substituting for less noisy processes, maintaining equipment, moving the noise source away from work areas or shielding.

When work reaches 80db it is advisable that operatives wear appropriate ear defence. Disposal ear plugs will be available within the site office. Should noise levels reach 85db operatives will wear ear defenders regardless of the time period.

Every attempt will be made to use muffled or baffled equipment, with operatives supplied with appropriate PPE. Building users will also be kept informed of likely levels of noise, times and duration, etc.

Vibration

Specific risk assessments will be formulated detailing operation/ trigger times for vibrating equipment.

Vibration is transmitted into your hands and arms when using hand held / operated tools and machinery. Excessive exposure can affect the nerves, blood vessels, muscles and joints of the hand, wrist and arm causing Hand-Arm Vibration Syndrome (HAVS). Construction workers are particularly at risk because of the work they do and the equipment they use such as concrete breakers, pokers and compactors and hammer drills.

The Control of Vibration at Work Regulations 2005 says you must prevent or reduce risks from exposure to vibration at work. Construction sites have a range of different activities involving vibrating tools and machinery. Estimate or assess likely exposures from the tasks you are doing. This does not need to be complex, particularly for small sites.

4.0 Arrangements for controlling significant health risks

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4.1 The removal of asbestos

There is a specific requirement in CAR 2012 for all ACM's to be removed as far as reasonably practicable before major refurbishment or final demolition. Removing ACM's is also appropriate in other smaller refurbishment situations which involve structural or layout changes to buildings (e.g. removal of partitions, walls, units etc.). A specific Asbestos Refurbishment and Demolition survey will be undertaken to confirm or dismiss the presence of asbestos.

In the event that asbestos in any form is detected or suspected on site, the immediate area will be evacuated and secured, and the Project/ Construction Manager informed. The area will not be re-entered without the express permission of the Project/ Construction Manager and until the suspected asbestos has been dealt with in an approved manner by an approved and licensed asbestos removal contractor.

The Principal Contractor is not licensed or approved to remove asbestos containing materials and will not undertake such work but will manage and monitor any such contractor that will be engaged to carry out this specialist work.

Where removal works are to be undertaken by a licensed contractor appointed by the client and will request air test certificates as proof that the area is free from asbestos fibres before our contractual works commence.

4.2 Contaminated land

N/A to this project.

4.3 Manual handling

Manual handling – the transporting or supporting of loads by hand or bodily force, causes most injuries in the workplace. Most reported accidents cause back injury, though hands, arms and feet are also vulnerable. Employees and their capabilities must be assessed for this particular risk, and not just the task.

Risk assessments will identify the hazards of manual handling activities and ways to eliminate or reduce the risks of certain tasks by considering automation, mechanisation or other means. Mechanical aids can improve productivity as well as safety. Staff who carry out manual handling tasks can assist with assessments as they often know what problems where are and how best to solve them.

The Project/ Construction Manager will ensure all manual handling risk assessments will be carried out and recorded by the contractor.

4.4 Use of hazardous substances

All hazardous substances used on construction sites will only be used in conjunction with a suitable and sufficient COSHH assessment and appropriate data sheets.

Contractors will be required to submit COSHH assessments when applicable.

Site management, in cooperation with sub-contractors, buyers and others responsible for the procurement, will be responsible for ensuring that a suitable COSHH assessment is carried out.

Where possible, the use of hazardous substances should be avoided. Where this is not possible an alternative (less hazardous) substance should be considered. In any event, all personnel concerned must be made aware of the details of any COSHH assessment carried out.

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All site-based managers, working foremen and operatives will receive training and/or information on the hazards associated with asbestos materials. Information will be provided in various formats, i.e. at pre-start health and safety inductions, asbestos awareness/identification training, written information sheets and tool box talks.

Project/ Construction Managers will be responsible for ensuring that the findings of COSHH assessments and any control measures required are related to all relevant parties in a timely manner. This will include information for site-based operatives, the client, planning supervisor and, where applicable, residents.

Where there is a risk of chemicals or hazardous substances entering the sewer or storm water systems a plan/drawing must be produced highlighting all foul and storm water drains on this site.

4.5 Reducing noise & vibration

All reasonable measures will be taken to avoid/prevent/minimise noise and vibration.

If hazardous or nuisance levels of noise/vibration are identified within noise/vibration assessments, the effects must be minimised by taking all reasonably practicable measures, such as:

- Scheduling the work to periods of minimum impact.
- Precluding anyone not involved in the works to a safe distance
- Localising the effects (by closing doors/windows, erecting acoustic screens, etc.)
- Provision of tools, equipment and PPE which minimise the risk to the Operatives involved
- Ensuring prior warning to anyone who may be affected by the noise/vibration and, where necessary, implementing a Permit for Work system.
- Ensuring that all vibration is monitored and if necessary incorporate job rotation to minimise the exposure.

4.6 Ionising Radiation

N/A on this project

4.7 UV radiation from the sun

See the QSHE Risk Information Data Sheet 'exposure to sunlight'.

4.8 Personal Protective Equipment (PPE)

PPE is mandatory at all times whilst on site. Any person found on site without the required levels of PPE commensurate to the works that they are conducting will be asked to leave site.

The Project/ Construction Manager is to identify the required levels of PPE on a daily basis in line with the expected works programme. As a minimum, Hi-Visibility reflective vests and steel toe/shank boots are to be worn at all times. Hard hats, gloves, goggles and ear protection will be worn if required.

Where working at height with exposed edges, harnesses will be worn.

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High visibility jacket must be worn



Wear safety footwear



Hard hat area



Safety gloves must be worn



Eye protection must be worn



Wear ear protectors



Safety harness must be worn

4.9 ANY OTHER SIGNIFICANT HEALTH RISKS.

None currently considered on this project. As works progress and there is a foreseeable requirement to identify significant health risks, the Project/ Construction Manager will inform the operatives of those risks, development a management strategy and produce a risk assessment and inform the client and Principal Designer.

5.0 THE HEALTH AND SAFETY FILE

5.1 Layout and Format

The Health and Safety File will be reviewed throughout the life of the project; site management will be responsible for ensuring that information is collated as per the Client and Principal Designers required format and delivered in a timely manner.

The Health and Safety File will be completed and handed over as per requirements of the contract.

5.2 Arrangements for gathering of information

It will be the responsibility of the site management team to ensure that all information regarding significant residual risks required for the health and safety file obtained as the project progresses.

5.3 Storage of information

All information gathered for the health and safety file will be stored in a safe manner.