Construction Phase Plan

In Accordance with the Construction (Design & Management) Regulations 2015

Client:	**Manchester City Council Housing Services**
Project:	**Avro Hollows**
Compiled by:	**Phil Hey** **Group Health and Safety Manager**
Date:	**21st March 2024**
Revised:	**3rd May 2024 / 10th May 2024** **27th November 2025**

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DOCUMENT CONTROL

Project Name: Avro Hollows

VERSION	DATE	DESCRIPTION	CREATED BY	REVIEWED BY
1.0	21/03/2024	Initial Issue	P Hey	-
2.0	03/05/2024	Client CDM Advisor updates section 2, 4.1, 7.1	P Hey	-
3.0	10/05/2024	Principal Designer email 09/05/2024	P Hey	
4.0	27/11/2025	Updates section2, 3, 7	P Hey / P Waterman	

Construction (Design and Management) Regulations 2015

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1.0 Introductory Statement

1.1 The document is in accordance with the recommendations laid down within Schedule 5 - Appendix 3 of Document L153 forming part of the Construction (Design and Management) Regulations 2015 (CDM 2015).

1.2 This Construction Phase Plan has been prepared from all available and relevant information relating to the project, including the Preconstruction Information. It sets out the general framework for the management of health and safety during the duration of the project.

1.3 This document will need to be developed, reviewed and updated as the project progresses, further design work is completed, information from sub – contractors become available and unforeseen circumstances or variations arise.

1.4 In order to maintain high standards of health and safety, all construction work will be monitored and controlled throughout the duration of the project.

1.5 The main objectives of this Construction Phase Plan are to achieve a safe working environment for all persons who may be affected by the work operations. Such objectives include inter alia:

- The elimination of all reportable accidents (under the provisions of Reporting of Injuries, Diseases and Dangerous Occurrence Regulations)

- To actively manage safety and in so doing, improve the safety awareness of all personnel involved with the site and ensure that safe working practices, for all employees, are established and adhered to

- To encourage all employees to take part in improving the health and safety standards as detailed within this Construction Phase Plan.

This document details the various health and safety arrangements, which will be required during the progress of all construction work on the Client's property/land.

This document will be completed in full, where relevant to this project, and developed as the project progresses and will provide the basis for the Health and Safety File.

2.0 Key Project Information

2.1 Client

Manchester City Council, Health and Safety Team
Internal Audit and Risk Management Corporate Services
Level 8 Town Hall Square
St Peters Square
Manchester
M2 5UD

Kevin Burke
[redacted]

2.2 Principal Designer & Architect

AEW
Trinity Court
16 John Dalton Street
Manchester
M2 6HY

David James
[redacted]

Ross Huntingdon
[redacted]

David Robinson
[redacted]

2.3 Structural Engineer

Clancy
Dunham Court,
2 Dunham Road,
Altrincham,
Cheshire,
WA14 4NX

David Morrisey
[redacted]

Keri Hind
[redacted]

2.4 Principal Contractor

P Casey & Co Ltd
Rydings Road
Rochdale
Lancashire
OL12 9PS

Brian Knowles
[redacted]

2.5 Principal Contractor's Safety Director

Paul Turner
The Casey Group Ltd
Rydings Road
Rochdale
OL12 9PS

[redacted]

2.6 Principal Contractor's Health and Safety Team

Phil Hey / Rob Clegg / Margaret France
The Casey Group Ltd
Rydings Road
Rochdale
OL12 9PS

[redacted]

2.7 Site Location

Avro Hollows – Lancaster, Lincoln, Dobson and Shackleton Towers.
Croydon Drive, Newton Heath, M40 2NG.

2.8 Nature of Work

Lancaster, Lincoln, Dobson and Shackleton Towers are four residential high-rise blocks in Newton Heath which would appear to date back to the 1960's. They are 15 storeys high and appear to be mostly identical although this would require verification. There are then two low rise terraced units along Croydon Drive.

The improvement works propose to deliver fabric first measures to improve the energy efficiency of the buildings including double-glazed windows, EWI system to the external walls with the exploration of enclosed balconies incorporated into the façade and replacing the roof insulation and coverings. The scope may be extended to include a new heating system, including new radiators (replacing the current gas heating system).

Individual Assessments and surveys of each Tower and apartment must be carried out in line with PAS2035 targets with independent design solutions.

Works for this phase will include:

Site set up including welfare facilities - Welfare area will be located within the existing car parks + compounds

Setting up traffic management system

Setting out of protective requirements to existing services (with particular consideration for the Oil Pipeline, HV Cables, Combined Sewer)

Services Investigations to determine exact current services positions
Site clearance works & earthworks as necessary

Emergency remedial works for removal and stabilisation of failed render.

Setting out and design of temporary works as required

Stripping off existing EWI system, windows and doors and roof coverings. Transportation and erection of piling rig on-site.

Installation of new services / infrastructure and connections to existing services network / recently laid services – drainage connections.

General Earthworks & Excavations

Lighting and signage

Fit-Out Works including installation of doors, windows, tanks, fixtures and fittings, decorating

2.9 Programme

Commencement Date: 07/05/2024

2.10 Health and Safety Executive

Redgrave Court
Merton Road
Bootle
Merseyside
L20 7HS 03000 003 1747

2.11 Temporary Works Co – Ordinator

Contracts Manager – Perry Waterman
P Casey & Co Ltd
Rydings Road
Rochdale
Lancashire
OL12 9PS [redacted]

2.12 Client CDM Advisor

Manchester City Council, Health and Safety Team
Internal Audit and Risk Management Corporate Services
Level 3 Town Hall Square
St Peters Square Neil Bowyer
Manchester [redacted]
M2 5UD

2.13 Contract Administrator

Manchester City Council, Health and Safety Team
Internal Audit and Risk Management Corporate Services
Level 8 Town Hall Square
St Peters Square
Manchester
M2 5UD

Thomas Kramer

[redacted]

3.0 Health & Safety

3.1 Company Health & Safety Policy Statement

As enclosed.

3.2 Company Health & Safety Management Structure

As enclosed diagram.

(a) Chris Casey Managing Director has overall responsibility for the Company's health and safety performance.

(b) Phil Hey Group Health and Safety Manager will make regular site inspections, reporting directly to the Managing Director.

(c) The Contracts Manager Perry Waterman has the day-to-day responsibility for the management of health and safety.

3.3 Procedures for Communicating Health & Safety Information to Site

This Construction Phase Plan will be issued to the Site Manager prior to commencement.

An induction meeting will be held by the Site Manager and Health and Safety Advisor before site work commences, to ensure that the operatives are aware of all basic health and safety practices, site rules etc.

This will be further augmented by on going inductions of new operatives and "toolbox" talks by the Site Manager as necessary.

3.4 Emergency Procedures

The attached list of emergency telephone numbers will be completed by the Site Manager on commencement and displayed in the site office, (prior to this the local Hospital A&E information must be appropriately entered) adjacent to the telephone. All operatives shall be advised of its existence during induction processes.

The Company accident/emergency procedure will also be displayed alongside the above – indicating the precise location of the site and the name and location of the nearest Hospital with accident and emergency facilities.

The Site Manager holds a current first aid at work certificate.

COMPANY HEALTH & SAFETY POLICY STATEMENT

THE HEALTH AND SAFETY AT WORK ETC ACT 1974

The Company recognises that under the Health and Safety at Work etc. Act. 1974, the Company has a legal duty to ensure, so far as is reasonably practicable, the health, safety and welfare of all its employees, all members of the public and all users of its premises.

The Board of Directors of the Company accepts this duty, and it will continue to be the policy of the Company, as it has always been, to give the greatest importance to these matters, considering that safety is a management responsibility at least equal to that of any other function. It is equally the legal duty of every employee to take responsible care for the health and safety of themselves and any other persons who may be affected by their acts or omissions at work and to co-operate with management in ensuring the safety, health and welfare of employees as a whole.

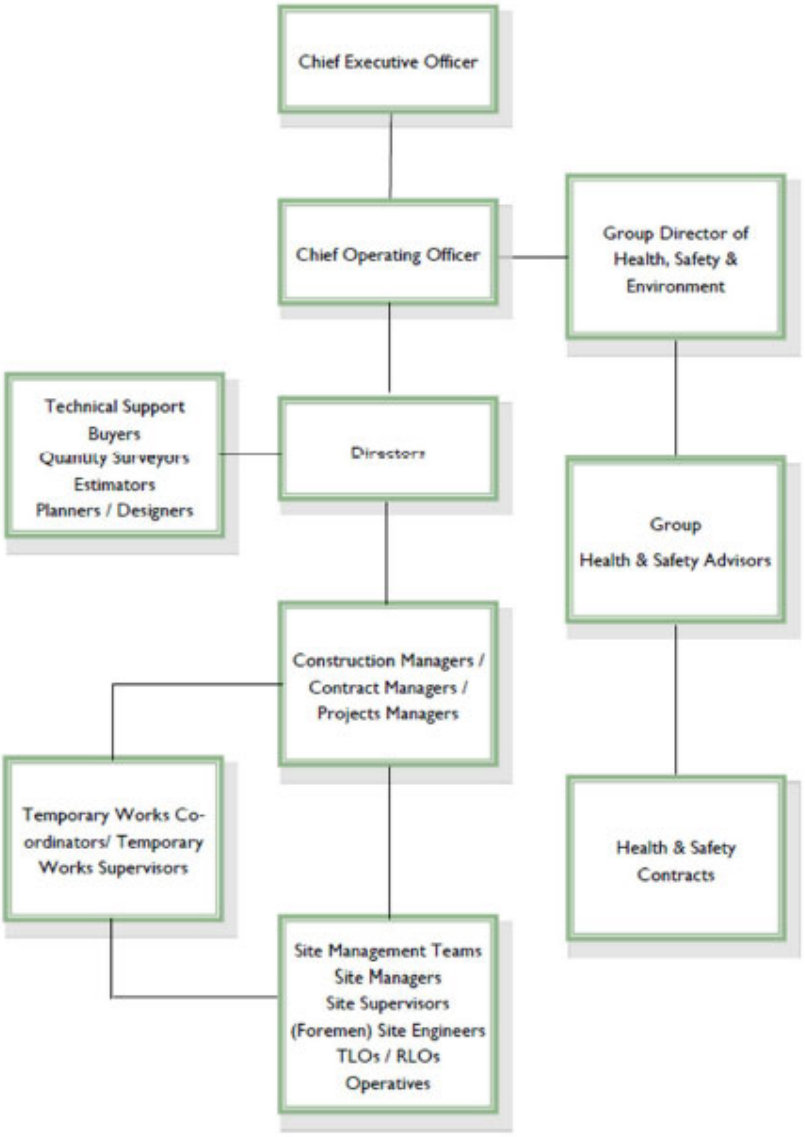
The Board and management of the company believe that, given such care and co-operation by employees, it is possible for it to conduct its operations in such a way that injury to employees, and loss or damage to property can be reduced to a minimum. To achieve this, the company will continue to make available safety training, to provide personal protective equipment where necessary and to regularly review its safety organisation and procedures.

The company maintains OHSAS 45001 certification.

CEO: ***Chris Casey***

Date: 3rd March 2025

HEALTH & SAFETY MANAGEMENT STRUCTURE



TO BE DISPLAYED ADJACENT OR AS CLOSE AS POSSIBLE TO THE SITE TELEPHONE

POLICE, FIRE, AMBULANCE		**999**
NEAREST ACCIDENT & EMERGENCY HOSPITAL DEPT	**North Manchester General, Delaunays Road, Crumpsall, Manchester, Greater Manchester, M8 5RB**	**0300 3309444**
Electricity		**0800 195 4141**
British Telecom		**0800 917 3993**
Water		**0800 714614**
Environment Agency		**0800 807060**
British Gas Transco		**0800 111 999**
HEALTH AND SAFETY EXECUTIVE		**0161 952 8200**
CONTRACTORS 24 HOUR EMERGENCY NUMBER		**07764 600925**

4.0 Existing Site Information

4.1 The Surrounding Environment

Refer to Site Location Plan.



The multi storey blocks in this scheme are located in the Croyden Drive area of Newton Heath North Manchester.

The blocks are surrounded by busy roads running adjacent to or reasonably close to the blocks; all are busy thoroughfares to and
from the city centre and local motorway network.

Avro Hollows is a Tenant Management Organisation that manage this estate on behalf of Manchester City Council, in association with Manchester Housing. For the benefit of the local community.

Avro Hollows has an office located on the ground floor (1A) of
Lancaster Court.

The wider area supports a diverse mixture of premises and businesses that one would expect in a large conurbation, including commercial premises, local traders, community and welfare centres and a number of educational establishments.

There are a number of schools, colleges and nurseries within the neighbourhood of the works including:

• Briscoe Lane Academy, Briscoe Lane.

There's a likelihood that children and pedestrians will be travelling to and from the estates during school/college opening and closing times, as well as holiday periods, especially in areas close to the shops and bus stops.

The roads around the site are quite narrow with parking curtilages with a high degree of on-street parking, the blocks have small car parks for the residents only.

Careful consideration should be given by the Principal Contractor with regards to "Resident's Only, Emergency and Disabled Badge Holders Parking Only" restrictions that are signed around and close to the site.

4.2 Services

On site investigations will be carried out using a cable avoidance tool prior to work commencing. Any services located will be clearly marked.

Once exposed they shall be fully supported and protected for the duration of the works.

Mobile masts on the roofs.

4.3 Ground Conditions

Ground conditions should not significantly affect the proposed works.

4.4 Building / Structures

Refer to site location.

4.5 Drawings

The existing drawings have been included with the tender and are identified on the drawing list.

5.0 Design

5.1 Anticipated Hazards

The following significant hazards or work sequences, which cannot be avoided or designed out, have been identified:

1. The Site Set – Up, Material Deliveries and Traffic Management
2. Protection of children, residents, visitors and members of the public
3. Existing Services
4. Control of Noise, Vibration and Dust
5. Working with Powered Hand Tools
6. Working at height
7. Manual Handling
8. Mechanical Handling
9. Procedures for dealing with fire
10. Removal of Rubbish
11. Hazardous Substances
12. Procedure for Dealing with Needles
13. Electrical Works
15. Render Works
16. Roof Works
17. Piling
18. Windows and Doors Removal / Installation
19. More to follow as the work proceeds

5.2 Method Statements

Method statements addressing the hazards above will be prepared before commencing any of the operations. These will be included in Appendix 1 of this Construction Phase Plan.

5.3 Risk Assessments

In preparing the method statements the above-mentioned hazards have been addressed, however should further risk assessments be necessary, these will be carried out by the Site Manager.

Method statements incorporating risk assessments will be required from sub-contractors as the project progresses but before their commencement on site. The Principal Contractor will co-ordinate the preparation of method statements where the activities and risk relate to more than one sub-contractor.

6.0 Construction Materials

6.1 Materials

The materials to be used in this project are commonly used in construction and their handling and use will be strictly in accordance with the manufacturer's information, recommendations and good practice.

Refer to asbestos survey prior to commencement of the works, this is also to be discussed with all operatives involved in the works as part of the induction process.

If the Principal Contractor suspects the presence of asbestos in any other location likely to be affected by the work, then work in that area must stop immediately and the Site Manager informed.

6.2 COSHH

Any materials or substances which fall under The Control of Substances Hazardous to Health Regulations, the manufacturer's health and safety data sheets will be obtained and a COSHH assessment prepared before any such material is brought to site.

This information will be made available on site and all staff and site operatives are instructed to refer to the COSHH assessments before handling, storing or using the material.

All sub-contractors will be required to carry out their own COSHH assessments on any materials which they intend to use and these, together with the manufacturer's health and safety data sheets, will be submitted to this Company for approval before the materials are brought to site.

The COSHH assessments will be contained in the Risk Assessment Manual on site.

6.3 Lifting/Manual Handling

Risk assessments in relation to the handling, lifting or carrying of heavy or awkward loads will be carried out in accordance with The Manual Handling Operations Regulations 1992 and all operatives will be instructed and trained accordingly. Wherever practicable, mechanical handling aids will be utilised, or additional labour will be used to assist.

6.4 Storage of Materials

Within the compound area, positioned away from vehicular access and routes organised to allow access and egress of emergency vehicles.

7.0 Site Wide Elements

7.1 Traffic Systems and Restrictions

A traffic management plan will be completed by the Site Manager prior to commencement of the works this will include delivery times, routes etc.

Access to be kept clear for emergency services at all times.

Parking of contractor's vehicles will be done so not to hinder residents parking.

The Principal Contractor will take into account any parking / unloading restrictions imposed by the local authorities or police and should restrict construction traffic parking and unloading to the site as far as practicable.

There are parking restrictions outside the site in the form of double and single yellow lines therefore in respect of the parking restrictions the Principal Contractor is to ensure that all delivery firms and drivers are aware of these restrictions.

The Principal Contractor will incorporate existing conditions noted into the Traffic Management Procedure, giving due cognisance to the existing surrounding residential and commercial developments, school, existing vehicular traffic and pedestrian routes, the on-site works and how they interact.

Traffic Management Plan located in Appendix 5 of this CPP.

7.2 Compound Area

As indicated on the Site Compound Location Plan.

Double clipped Heras fencing will be placed around the site area to prevent any unauthorised access, and suitable signage will be posted.

Segregation of pedestrians and vehicles will be done using plastic barriers and signage.

7.3 Welfare Facilities

Welfare facilities on this project will use the existing building with no need for a cabin set up.
Welfare facilities will consist of:

1. A heated and ventilated mess room for site personnel.

2. Facilities to heat food.

3. A hot water supply for hand washing.

4. A facility to boil water.

5. An adequate supply of wholesome drinking water.

6. Toilet and hand washing facilities.

7. Provision will be made for changing out of wet clothing and for drying wet clothing.

8. An appointed first aider and adequate and suitable first aid during normal working hours.

9. An Accident Book will always be kept in a prominent position in the site office. All accidents must be reported to the Site Manager and entered in the Site Accident Book.

10. Access to and egress from all site accommodation and welfare facilities will be kept in a safe, clean and tidy condition.

11. All site accommodation and welfare facilities will be cleaned regularly and kept in a clean, tidy and hygienic condition.

12. Suitable fire extinguishers for all staff and welfare accommodation and for all storage heaters will be provided.

13. All cabins and offices using mains electricity will be a protected electricity supply by means of a residual current device (RCD).

14. LPG, if used, will be stored in secure external ventilated gas cages and not be stored in site accommodation or storage units.

7.4 Fire and Explosion

A fire risk assessment will be completed by the Site Manager incorporating any existing procedures prior to commencement of the works this will be displayed on site.

All site operatives and sub-contractors will be made aware of company procedure in the event of fire and explosion.

Existing firefighting and detection equipment located in suitable positions on site will be utilised during the course of this project.

The Site Manager will advise the operatives of the sound of the intended fire alarm and the location of the designated assembly point where everyone must register their presence in the event of a fire.

Operatives will be trained to consider the changing nature of the site and that to understand, unlike an office or warehouse, where very little changes, the site is constantly changing:

'Last week's evacuation route could be this week's dead end.'

All site offices, stores, mess cabins etc. will be fitted with suitable fire extinguishers and all site personnel will be made aware of correct usage in case of emergency.

All materials and substances must be stored in accordance with the manufacturer's instructions and the information contained in the COSHH assessment records and the manufacturer's health and safety data sheets.

All flammable materials will be kept in a separate flameproof lockable container fitted with suitable extinguishing media.

All spare and empty LPG cylinders will be stored in a lockable gas cage situated at least 3 metres from any other building, cabin, structure, perimeter fence or excavation and in the open air. All gas cages must be fitted with the regulation inflammable gas warning signs and notices. Gas cylinders will not be stored in cabins, containers or other similar buildings unless they are an integral part of the equipment.

The burning of rubbish on site is not permitted in any circumstances.

7.5 Waste Disposal

Rubbish, debris, etc. will be collected regularly from the work area and not allowed to accumulate.

The Company is registered with the Environment Agency as required by The Controlled Waste (Registration of Waste Carriers and Seizure of Vehicles) Regulations 1991, Registered Carrier No. CBDU110103.

7.6 Control of Noise and Vibration

Working hours are 8.00 – 16.30 Monday to Thursday & 8.00 – 15.30 on Fridays.
External Works are as follows –

- Scaffold
- Concrete Repairs
- Brick Ties
- Roof Works

- EWI
- CWI

Internal Works
- Fire Stopping
- Windows
- Winter Gardens
- Communal Painting

The Internal and External Works at Avro Hollows will only proceed during those hours and are not expected to create excessive levels of Noise or Vibration.

Localised Disruption

Disruption related to noise & vibration will be minimal and may occur locally to where the works are being undertaken inside the flats. The residents will be kept informed by a dedicated Resident Liaison Officer who will notify them of when work is being undertaken in the vicinity of their property or on their floor so alternative arrangements can be made. There is a Residents Lounge on the ground floor which can be used as a respite area as and when required.

It's expected that operatives will use battery operated power tools including Impact Drivers / Combi Drills / Hammer Drills / Recip Saws / Grinders / Hammers & Bolsters. These operations will create noise & vibration however this will be intermittent throughout the day and is not expected to be disruptive.

There are no known tasks that will create excessive noise however should the need occur a specific noise assessment will be completed. All necessary steps will be taken to reduce noise levels from plant, machinery and construction activities in accordance with The Noise at Work Regulations. Where reasonably practicable, noise levels will be reduced at source to their lowest reasonable level and Personal Protective Equipment must only be employed as a last resort. Noise assessments, where considered necessary, will be carried out by the Company Health and Safety Advisor and appropriate measures taken to protect site operatives, residents and the public from the effects of noise. Procedures are in place to control and curtail noise levels such as equipment fitted with silencers, noisy works carried out at specific times (making sure notification, use of acoustic barriers, materials prefabricated off site etc. Relevant risk assessments are to be prepared and included in the Construction Phase Health and Safety Plan. Operatives are to be issued with the relevant PPE according to the noise threshold. Residents will be notified of the work prior to the start on site. No piling will be undertaken as a part of the project.

Neighborhood Disruption

Noise & vibration disruption resulting from internal work is expected to be negligible, Intermittent and is not expected to excessively disrupt the wider neighborhood.

Noise disruption resulting from external work is expected to be minimal and intermittent. It's not expected that the external work will disrupt people working in neighboring buildings. Operations will be kept within the normal working hours for the site as described above.

Vibration resulting from external works will have a negligible impact and is not expected to disrupt the wider neighborhood.

All necessary precautions will be taken to protect residents, site operatives and the public from the effects of the inhalation of respirable dust caused by the works. All operations, which create dust, will include a type of dust suppression technique, such as damping down or mechanical dust extraction. This applies especially to cutting or grinding operations. All operatives will be issued with and required to wear suitable goggles and masks or respirators, wherever this type of work is being carried out. We shall use suitable dampening facilities whilst carrying out the earthworks during dry periods and when required.

Vibration

All necessary steps will be taken to reduce noise levels from plant, machinery and construction activities in accordance with The Noise at Work Regulations. Where reasonably practicable, noise levels will be reduced at source to their lowest reasonable level and Personal Protective Equipment must only be employed as a last resort.

All necessary steps will be taken to reduce vibration levels to be below the current threshold limit of 2.5 m/s^2 from tools, equipment, plant and machinery. Those using tools which vibrate and which potentially cause ill health will be specifically trained to eliminate or reduce the harmful effects of vibration through good operating techniques and job rotation. Hand Arm Vibration Records will be kept on site recording the specific Operative & exposure.

7.7 Control of Dust

All necessary precautions will be taken to protect residents, site operatives and the public from the effects of the inhalation of respirable dust caused by the works. All operations, which create dust, will include a type of dust suppression technique, such as damping down or mechanical dust extraction. This applies especially to cutting or grinding operations. All operatives will be issued with and required to wear suitable goggles and masks or respirators, wherever this type of work is being carried out. Residents will be excluded from work areas where dust arises

7.8 Children

It will be assumed that there will be children living on or near the work areas. Therefore, all work operations will be carried out in accordance with HSE Guidance Note GS7 “Accidents to Children on Construction Sites” and HSE publication “Protecting the Public – Your Next Move”, both of which are issued to all sites in the Company Site Starter Packs.

All high-risk areas will be made safe at the end of each working day by the erection of a secure fence (Heras or similar) around the area. Suitable warning signs and notices will be securely affixed to the fencing.

All site plant will be either locked securely away or be effectively immobilised to prevent unauthorised use.

7.9 Hot Works

All Hot Work must be covered by a suitable Risk Assessment and Method Statement and under a hot works permit.

Things to consider: The immediate environment and those likely to be affected by the work, unauthorised access, existing waste and debris, possible explosive atmospheres, suitable fire extinguishers must be readily available.

Important: Hot Work must be inspected at least 1 hour after completion to inspect for remaining heat and smouldering.

List of Sub – Contractors

Contractors Name	Address	Contact	Telephone Number

Ref:
Date:

Tel.No. 01706 341121
Fax.No. 01706 861156

To:

Dear Sirs

Contract: …….

You are being considered as sub – contractor for:

……

As Principal Contractor we are required by the Construction (Design & Management) Regulations 2015 to ensure that your company is sufficiently competent and resourced to carry out the works satisfactorily. To assist us, we should be pleased if you could let us have the following information as soon as possible.

a) A copy of your Company Safety Policy (unless already forwarded on a previous contract).

b) The name of your Company Safety Advisor.

c) A method statement for the works, incorporating risk and COSHH assessments as necessary.

The above must be submitted for approval before an order can be placed with yourselves and prior to work commencing on site we will require copies of training certificates for all operatives including plant operatives, if appropriate, to be employed on the site.

We enclose herewith for your information a copy of our Construction Phase Plan prepared for this contract and would point out that we would expect you to comply in all respects with the contents of the document whilst working on the above site.

Yours faithfully
P CASEY & CO. LTD

Quantity Surveyor CGC/CDM/03

THE CASEY GROUP

CONSTRUCTION DESIGN & MANAGEMENT REGULATIONS 2015

CHECKLIST CGC/CDM/02 SUB - CONTRACTORS

To be completed before a sub - contractor commences on site.

Name of Sub - Contractor: - _____

Description of Work: - _____

		Tick	Date	Action
a)	Sub-Contractors Health & Safety Policy: - copy sent to Principal Designer - added to the Construction Phase Plan			
b)	Sub-Contractors Risk Assessments: - copy sent to Principal Designer - added to the Construction Phase Plan			
c)	Sub-Contractors Method Statement: - copy sent to Principal Designer - added to the Construction Phase Plan			
d)	Form CGC/CDM/03 completed and added to the Construction Phase Plan			
e)	Sub-Contractors Safety Induction Meeting held. Form CGC/CDM/04			
f)	Sub-Contractors Plant & Machinery Operators Certificates added to the Construction Phase Plan			

THE CASEY GROUP

CONSTRUCTION DESIGN & MANAGEMENT REGULATIONS 2015

AGENDA FOR C.D.M. INDUCTION MEETINGS FOR SUB - CONTRACTORS

1.0 Introduction

2.0 Principles of Construction Phase Plan

3.0 Site Access and Egress Points

4.0 Site Rules

5.0 Welfare Facilities

6.0 Lines of Communications

7.0 Plant and Machinery Operators Certificates

8.0 Materials Storage and Distribution

9.0 Underground Services

10.0 First Aid Arrangements

11.0 Variations and Updating of the Construction Phase Plan

12.0 Requirements for the Health & Safety File.

Date:

Tel.No. 01706 341121
Fax.No. 01706 861156

To:

Contract Name:
Contract No:

Dear Sirs

We formally notify you that your company/operatives currently engaged in sub - contract work on this site are failing to comply with the Health and Safety Regulations in the following respect(s):

This situation must be corrected immediately, or we will exercise our powers as Principal Contractor and:

- suspend your work until compliance is achieved, or
- take all necessary steps to achieve compliance and charge you with all the cost of same, including direct, indirect and consequential costs.

Signed:

Site Manager
for P CASEY & CO. LTD

Action Taken

Circulation:
Sub-contractor
Site Safety File
Quantity Surveyor

CGC/CDM/05

9.0 Overlap with Clients Undertaking

In accordance with the Clients Considerations and Overlap with Clients Undertaking in the PCI.

Health & Safety Goals

To achieve Zero complaints in relation to health, safety and welfare.

To achieve Zero accidents, incidents and near misses.

10.0 Site Procedures

10.1 Site Rules

The following site rules shall be copied and displayed in the site office and mess rooms in order that all operatives will have the opportunity to make themselves aware of them.

SITE RULES TO BE ADHERED TO AT ALL TIMES

1. All operatives, including those of sub-contractors, have a duty to be aware of and observe the requirements of the Construction Phase.

2. All operatives and visitors to site must report to the Site Manager before proceeding onto the site.

3. The site will be a “Hard Hat” site at all times where there is a risk of head injury. All operatives, staff and visitors to the site are provided with safety helmets complying with BS2326. The wearing of safety helmets will always be enforced, and appropriate signs will be posted.

4. All personnel, including Sub – Contractors personnel, must wear identification badges with photographs, clearly displayed at all times. They shall be issued in this time each morning and the same number collected each evening.

5. An appointed first aider will always be available on site during normal working hours.

6. No person will be allowed on site if under the influence of alcohol or drugs (unless prescribed) or if they are in the possession of alcohol or drugs.

7. The notification of the project to the Health and Safety Executive (Form F10 REV) will be prominently displayed on the site office notice board.

8. All temporary warning signs and notices are to be maintained and replaced where necessary.

9. All machinery, tools and plant on site, including power hand tools, must be tested every three months and maintained in good condition. All temporary electrical equipment and power tools must not exceed 110 volts.

10. All ladders and access equipment must be securely locked away during non-working hours and when not in use or required for imminent use to prevent unauthorised access to scaffolding etc.

11. All necessary and reasonably practicable measures will always be taken to exclude unauthorised persons from the work area.

12. The site is to be kept clean and the creation of dust is to be eliminated as far as is practicably possible.

13. The playing of radios, cassette players or personal stereos or the like will not be permitted on site at any time.

14. All site security fencing, including gates and hoardings must be properly maintained and made secure at the end of each working period.

15. Protective footwear must be worn by all persons whilst on site.

16. No fires will be allowed on site.

17. Smoking shall not be permitted within the curtilage of the site on which contractor's personnel are working. For further assistance contact your visiting Health and Safety Advisor or refer to the Smokefree Law guidance supplied by H M government.

18. Suncream must be applied during sunny periods, this will be available in the site office.

10.2 Training and Information

All personnel will receive appropriate induction before they start working and personnel will also receive periodic "toolbox" talks from the Site Manager. These will include the implementation of safe working practices, the proper use of personal protective equipment and general conduct.

Operators of plant, machinery and portable electrical equipment will be trained in accordance with relevant regulations before being authorised to use these items on site.

All personnel on site will have already received, or will be given, suitable training to ensure their health and safety so far as reasonably practicable, as required by the Health and Safety at Work Act 1974.

Training falls into three basic categories: -

General Training
Trade Specific
Site Specific

General Training

Employees will be given information on the risks to their health and safety. Training is linked to capabilities to ensure that anyone given a specific task can carry this out in the prescribed manner.

In addition, employees and subcontractors will be provided with adequate health and safety training through induction talks prior to commencement and “Toolbox” talks aimed to make employees aware of risks and the necessary controls prior to commencing an operation.

Trade Specific

Most of this training is covered by organisations such as the C.I.T.B., and the Site Manager will ensure that only properly trained persons, holding a current training certificate, undertake the required during the duration of the project.

Site Specific

All personnel employed on the site will receive a Site-Specific Induction before commencing work on site.

10.3 Site Liaison

1. Regular site meetings will be held with all Sub – Contractors and major suppliers, at which the Company will present the following information in relation to health and safety.

   a). A report on any accident along with the H.S.E.’s comments and a copy of the Accident Book.

   b). Notes of any meetings with Police/Emergency services.

   Arrangements for co-operation and co-ordination between Sub – Contractors and major suppliers will be discussed, and methods agreed for ensuring that all health and safety decisions will be passed between all parties and to the site operatives

   Meetings to discuss health and safety will be held as and when required either by the Principal Designer or Principal Contractor.

2. Any unforeseen eventualities during the execution of the works, which could have implications on health and safety matters, will be brought to the attention of the Company Safety Advisor immediately.

10.4 Continuing Liaison

This document will be reviewed and developed throughout the project, to incorporate any procedures occurring later in the programme which may not have been detailed in this Construction Phase Plan.

Procedures for considering the health and safety implications of design elements of the Principal Contractors and other Contractors packages.

Where a change in design is required, then the Principal Contractor will consult with the Designer to consider safety implications of possible design changes, for example:

a) What new hazards arise from the design changes.

b) How these hazards can be designed out or minimised and additional safety measures that may be required.

Procedures for dealing with unforeseen eventualities during project execution (resulting in substantial design change and which might affect resources).

The Principal contractor will consult with the Designer to consider:

a) Safety implications of proposed design changes.

b) What new hazards arise from the proposed design changes?

c) How these hazards will be designed out or minimised and additional safety measures that may be required

Liaison with any subcontractor who may be involved, or possibly manufacturer/supplier may be necessary during consultations, but in all cases the Contract Administrator/Principal Designer will be advised on the outcome and the effect upon the Construction Phase Plan.

Appendix 1

Method Statement

Scheme Method Statement

The following information has been prepared in order that work can proceed without risk of personal injury or damage to plant or equipment on this project. This method statement will be brought to the attention of all those operatives and others concerned with this part of the project. This will be done during the Site Safety Induction Talk prior to commencement on site.

Client: Manchester City Council Housing Services

Project Title: Avro Hollows

Summary of Risk Analysis:

1. The Site Set – Up, Material Deliveries and Traffic Management
2. Protection of children, residents, visitors and members of the public
3. Existing Services
4. Control of Noise, Vibration and Dust
5. Working with Powered Hand Tools
6. Working at height
7. Manual Handling
8. Mechanical Handling
9. Procedures for dealing with fire
10. Removal of Rubbish
11. Hazardous Substances
12. Procedure for Dealing with Needles
13. Electrical Works
15. Render Works
16. Roof Works
17. Piling
18. Windows and Doors Removal / Installation
19. More to follow as the work proceeds

Method Statement

1. The Site Set – Up, Material Deliveries and Traffic Management

Heras fencing will be placed around the compound area to prevent any unauthorised access, and suitable signage will be posted.

The welfare facilities for the site will be as listed within Section 7.3 of the Construction Phase Health and Safety Plan and in accordance with The Construction (Design and Management) Regulations 2015.

The routes of least inconvenience will be used for transporting materials to and from their place of use from the compound and a scheme Traffic Management Plan and Assessment will be developed as the site progress.

Delivery drivers to the site will first report to the Site Manager. Reversing without a Banksman will not be permitted.

If necessary delivery times will be phased to avoid high vehicular and pedestrian times i.e. school rush hours etc.

2. Protection of children, residents, visitors and members of the public

Advise the surrounding residents of intended commencement of work and advise them of the sequence and likely duration. Also discuss safety aspects and how they can co-operate, particularly if children are involved.

Protection from accessing the site will be via Heras fencing and signs to warn of work in progress.

Where access equipment is erected for work at high level, the access equipment will have toe boards, guard rails and brick guards fitted where there is any danger of falling objects onto anyone below.

Access ladders will be removed at the end of each working day and locked in a secure store.

Footpath will be kept clear of materials, debris etc. at all times to avoid tripping.

Excavations and unfinished work will be adequately cordoned off.

3. Existing Services

A visual inspection will be carried prior to the erection of the access equipment. Prior to excavation work service drawings will be viewed and the area will be scanned using a cable avoidance tool. Any services located will be clearly marked and hand digging employed to discover the exact location.

All work will be undertaken in accordance with HS(G) 47 Avoiding Danger From Underground Services and GS 6 Avoiding Danger From Overhead Powerlines.

4. Control of Noise, Vibration and Dust

All necessary steps will be taken to reduce noise levels from plant and machinery in accordance with The Noise at Work Regulations. Where reasonably

practicable, noise levels will be reduced at source to their lowest reasonable level and Personal Protective Equipment must only be employed as a last resort.

Noise assessments, where considered necessary, will be carried out by the Company Health and Safety Advisor and appropriate measures taken to protect site operatives, surrounding residents and the general public from the effects of noise.

All necessary steps will be taken to reduce vibration levels to be below the current threshold limit of 2.5 m/s² from tools, equipment, plant and machinery.

Those using tools which vibrate, which could potentially cause ill health will be specifically trained to eliminate or reduce the harmful effects of vibration through good operating techniques and job rotation.

All necessary precautions will be taken to protect surrounding residents, site operatives and the general public from the effects of the inhalation of respirable dust caused by the works. All operations, which create dust, will include a type of dust suppression technique, such as damping down or mechanical dust extraction. This applies especially to cutting or grinding operations. All operatives will be issued with and required to wear suitable goggles and masks or respirators, wherever this type of work is being carried out. Operatives will have a current face fit certificate for the mask they are wearing. All not involved with the work will be excluded from work areas where dust arises. Area to be thoroughly cleaned on completion.

5. Working with Powered Hand Tools

The majority of portable tools will be battery operated, however if electric is used the following must apply.

All portable electric tools shall be 110V rated and supplied from either a mains supply via a transformer or alternatively a generator (petrol or diesel).

Where a mains supply is used, the 240 volt lead from the socket to the transformer should be kept as short as possible AND a Residual Current Device (RCD) fitted between the power supply source and the tool.

Where a generator is used, consideration needs to be given to the siting of this in an attempt to reduce the effect of noise and fumes. The generator should be switched off as soon as it is not required to keep noise to a minimum.

In all cases, the trailing leads should be kept to a minimum to avoid damage to them, and possible tripping, and care needs to be taken when using cable drums or reels as they can overheat and cause fires.

Maintenance

The risks from damaged or faulty equipment or leads are HIGH and the consequences SERIOUS - therefore a PRO-ACTIVE maintenance system has been developed in an attempt to prevent accidents from happening.

All portable electric tools are inspected and tested prior to issue by our own Plant Department, and thereafter at annually. The date of issue is recorded by the Plant Department and also by site to which it is issued. Should the equipment be required for an extended period, the site must be returned or have a reinspection. The same procedure is followed for any equipment hired externally from a Plant Hire company.

In addition to the above, a responsible person on site will be allocated and suitably trained to carry out a weekly visual site inspection of all portable electric tools and leads and maintain a record for each item. This should not involve taking the equipment apart but will include checks that:

a. the plug has a proper and correct fuse
b. cable terminations are correct
c. no signs of damage to tools or extension cables
d. no ingress of liquid into equipment

Any item found to be faulty will be taken out of use immediately, reported to the Site Manager and returned to the Plant Department for repair.

Further, the actual user is asked to carry out visual checks of any item, before commencing work to ensure that:

a. bare wires are not visible
b. the cable covering is not damaged, free from cuts and deep abrasions
c. plug is in good condition, i.e. casing not cracked, pins are not bent or the socket is not blocked
d. there are no taped or other non - standard joints in the cable
e. the cable sheathing is securely gripped where it enters the plug or equipment (the coloured insulation of the internal wires must not be visible)
f. the outer casing of the equipment is not damaged or loose and all screws are in place
g. there are no overheating or burn marks on the plug, cable or the equipment

Users Checklist

Disconnect before adjusting or working on machine
Disconnect when not in use
Check that colour codings are correct
Do not use “unofficial” extension cable
Do not carry out “makeshift” repairs
Report defects immediately to Site Manager and do not use
Keep machine clean and free from damp
Do not carry equipment by the cable
Do not start or stop the machine under load

Emergency Treatment for an Electric Shock Casualty

In the event of someone suffering an electric shock, the first priority for the rescuer is to avoid becoming a casualty themselves.

DO NOT TOUCH the casualty with bare hands until you have made sure that they are not still connected to the electric current in any way.

Break the electrical contact by either SWITCHING OFF the supply or wrenching the cable free.

If you are unable to isolate as above, stand on dry insulating material such as a plastic or rubber mat, wooden box or a pile of dry newspapers and then use a wooden stick, plastic implement or a length of rope to free the casualty from contact with the electricity.
Once this has been achieved, ensure there is no more danger to anyone, and send for assistance of the first aider who is always on site during working hours.

Extra care must be taken to ensure that they are never left with power switched on when not attended and must be protected against interference by unauthorised personnel, intruders particularly children.

Trailing leads must be kept as short as possible to avoid tripping.

6. Working at Height

All work at height will be carried out in accordance with The Working at Height Regulations.

All working at height will have a risk assessment for the task in hand.

7. Manual Handling

Risk assessments in relation to the handling, lifting or carrying of heavy or awkward loads will be carried out as necessary in accordance with the Manual Handling Operation Regulations 1992. Any operative involved in the operations will receive clear instructions from a Competent Supervisor before commencing and will be provided with the necessary PPE i.e. hard hat, gloves, suitable footwear and hi visibility clothing.

Copies of Manual Handling Assessments will be maintained on site in the Company's Risk Assessment Manual on site for quick and easy reference.

Materials will be delivered as close as possible to the site of use.

Wherever possible mechanical lifting aids will be employed or additional labour used to assist.

Those required to manually lift will be trained in kinetic handling techniques. No person will be expected or permitted to work beyond their physical capabilities. No work rate will be imposed on this activity.

All weights of heavy or awkward items will be made available to those concerned.

Where any lifting operations involving glass are to take place, the area will be cordoned off to prevent unauthorised access.

8. Mechanical Handling

Site supervisors must ensure that:

Each lifting operation is pre-planned and organised, taking full account of visibility, environment, proximity hazards, ground stability etc.

Only trained and certified plant operators operate machinery.

All lifting operations are under the control of an experienced slinger / signaller.

The Safe Working Load (SWL) is clearly labelled on the machine boom and in the machine cab.

Only the correct and tested chains, slings, wire ropes or webbing are used.

Any safe working load is not exceeded.

Only necessary, authorized operatives are present in the immediate lift area during any lifting operations.

All operatives involved in the lifting operation are wearing the necessary personal protective equipment (PPE) i.e. safety helmet, protective footwear, gloves and high visibility clothing.

All lifting gear is inspected regularly and maintained in accordance with statutory and manufacturer's instructions.

GSO307 register is completed every 7 days and all records of tests and certificates are available on site.

All operations of this nature are carried out in strict accordance with The Lifting Operations and Lifting Equipment Regulations (LOLER) 1998 and The Provision and Use of Work Equipment Regulations (PUWER) 1998.

9. Procedures for Dealing with Fire

A fire risk assessment will be drawn up prior to commencement of works this will include fire fighting equipment, location of fire assembly point etc. The risk assessment will be displayed on site and operatives attention with be drawn to it upon site induction.

10. Removal of Rubbish

Rubbish, debris, etc. will be collected regularly from the work area and not allowed to accumulate.

The Company is registered with the Environment Agency as required by The Controlled Waste (Registration of Waste Carriers and Seizure of Vehicles) Regulations 1991, Registered Carrier No. CBDU110103.

11. Hazardous Substances

A COSHH assessment will be undertaken for all substances on site. Substances without a COSHH assessment will not be permitted to be used.

Copies of COSHH assessments will be maintained in the Company's Risk Assessment Manual on site for quick and easy reference.

The Company Buying Department will inform the Company Health and Safety Advisors of new products to be used so that the necessary assessments may be undertaken. The product hazard data sheets must also be obtained by the Buying Department.

All substances to be used on this project will be notified to the Health and Safety Advisors by the Company Buying Department.

All substances to be used by a nominated sub-contractor will be brought to the attention of the Health and Safety Department at the time of the pre-contract appraisal therefore allowing the Health and safety Advisors to assess the use of such substances.

Hazardous substances and the required control measures will be discussed during the Site Specific Safety Induction before work commences on site.

12. Procedure for Dealing with Needles

There is an obvious risk of injury and possible risk to health of persons who come into contact with hypodermic needles. The risk is low, nevertheless it cannot be discounted.

In order to minimize any risk involved, the following precautions should be taken.

All employees must be aware of the possibility of finding hypodermic syringes and needles in valve, hydrant and stop-tap boxes, any sewage or drainage system, sand piles etc and in all areas frequented by drug users.

Before reaching into any valve box etc a careful examination should be made to ensure that no syringes or needles are present. If the presence of water prevents this, then it should be pumped or baled clear.

Any employees working in areas where syringes or needles may be found must wear protective gloves at all times.

If a syringe or needle is found and cannot be handled or disposed of safely, then the nearest Environmental Health Department must be contacted immediately, for them to deal with the situation safely.

On no account must syringes or needles be disposed of on tips or in rubbish bins or skips, they must be incinerated in a safe manner.

In the event of a puncture wound occurring, the injured person should squeeze the affected area to promote bleeding and the affected area should be thoroughly cleansed with clean warm water. The injured person must then attend the Accident & Emergency Department of the nearest hospital immediately, as immunization against Hepatitis B needs to be administered within 72 hours of the incident.

The Company Health & Safety Department and the local Environmental Health Department must be notified immediately.

13. Asbestos
14. Gas Works
15. Electric Works

16. **Scaffolding**
17. **Installation of Evacuation System and AOV's**
18. **Core Drilling**
19. **More to follow as the work proceeds**

These will be carried out by a nominated sub-contractor. The sub – contractor will be subject to a formal health and safety appraisal before being appointed. This will include the completion of a Pre-Contract Questionnaire, Details of Insurance Cover, Job Specific Method Statements and Risk Assessments. All information will be assessed and confirmed as being satisfactory by the Company Health and Safety Department before work on site commences.

In addition, the sub-contractor will be issued with a copy of the Company's Health and Safety Code for Sub-Contractors and be required to acknowledge receipt and confirm that they will comply with the Code.

Appendix 2

Asbestos Register

Appendix 3

Risk Assessment

Project Avro Hollows

Risk Assessment
ACTIVITY: Use of Electrical Equipment

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Electrical faults, damage to powered equipment, cables and plugs etc.	Operatives. Others in vicinity of use. Members of the general public.	Electric shock, burns and possible death.	**H**	Inspect equipment prior to use. Use low voltage equipment (110v) where possible. Regular testing of equipment to be carried out, as recommended by manufacturer, by a competent person. Ensure power cables are suitably slung, secured and protected as necessary. Report any defect immediately to the Site Supervisor and do not use equipment until the defect is remedied. Regular inspections carried out by Site Supervisor. **Specific Legal Requirements** Electricity at Work Regulations 1989. Provision and Use of Work Equipment Regulations 1998.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: E.E.001

Risk Assessment
ACTIVITY: Working in Close Proximity to Buried Services
Project Avro Hollows

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Striking buried services such as gas, electric, water etc.	Operatives. Others in immediate vicinity. Members of the general public.	Injuries and damage of various severity, such as:- Burns. Electrocution. Explosion. Fire. Flooding.	**H**	Contact must be made to the pipeline owner prior to working within 50 metres of pipeline. No work to take place within 3 metres of Cadent owned pipelines unless Cadent have been to site and clearly located and marked out the pipeline. Also Specification for safe working in the vicinity of National Grid high pressure gas pipelines and associated installations – requirements for third parties booklet (T/SP/SSW/22 April 2014 must be adhered to. Obtain plans / drawings of immediate area. Use suitable detector to locate services prior to digging. Operatives using detectors must be suitably trained. Mark position of services once located. Re – mark every 500mm of excavating down. Ask utility owners to make safe before excavation begins. Dig trial holes.	**L**

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont ….				Use blunt digging tools. Excavate alongside the service rather than directly above it. Final exposure of the service by horizontal digging is recommended, as the force applied to hand tools can be controlled more effectively. Insulated tools should be used when hand digging near electric cables. Pins should not be moved unless a re-scan has been carried out. Do not mechanically excavate within 0.5m of the services identified. All operatives who hand dig must be warned of the hazards and instructed in the safe system of work. Work to be supervised by the Site Supervisor. **Specific Legal Requirements** HS(G)47 - Avoiding Danger from Underground Services.	

Project Avro Hollows

Risk Assessment
ACTIVITY: Leptospirosis (Weils Disease)

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Leptospirosis (Weils disease) - contracted through exposure to rat's urine.	Site Operatives.	Leptospirosis - Weils disease (flu like symptoms with the possibility of death if not treated at an early stage).	**H**	Keep mess areas clean and free from debris and waste. Rodent control by competent pest control company. Issue Leptospirosis cards to those employees at risk. Ensure that cuts, grazes / dressings etc. are effectively covered. Ensure correct PPE is worn when working in risk areas such as ditches, watercourses, and excavations e.g. impervious gloves etc. Ensure a high standard of personal hygiene. Ensure that suitable and adequate welfare facilities are provided. Regular inspections to be carried out by Site Supervisor. **Specific Legal Requirements** Control of Substances Hazardous to Health 2002. HSE Leptospirosis Card.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: H. 001

Project Avro Hollows

Risk Assessment
ACTIVITY: Exposure to Legionella

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Legionella. (Legionellosis) Where is it found? Air conditioning systems. The warm organisms thrive in moderately warm cooling water and are transmitted on aerosol droplets, it can also infect showerheads.	Site Operatives and others likely to be affected.	Legionella pneumonia (characteristic symptoms – high fever, chills, headaches, muscle pain), respiratory failure, death.	**H**	Chlorinate water supply or maintain water temperature below 20c or above 60c. Regular inspection and sampling of water storage systems. Regular inspection and maintenance of air conditioning systems. Regular inspections to be carried out by Site Supervisor. **Specific Legal Requirements** Control of Substances Hazardous to Health Regulations 2002. HSE Guidance Ian (L) 27(rev) The Prevention and Control of Legionellosis (including Legionnaires disease). Approved Code of Practice (L8).	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: H. 002

Risk Assessment
ACTIVITY: Exposure to Noise

Project Avro Hollows

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Excessive noise.	Operatives. Others in immediate vicinity.	Noise induced hearing loss. Stress.	**H**	Carry out a noise assessment, where necessary. Noise exposure to be reduced so far as reasonably practicable i.e. isolate the noise or the operative. NB. PPE should only be considered as a last resort. Ensure that consideration is given to purchasing low noise emission equipment. The equipment should display the maximum noise levels emitted by the equipment. Establish an exclusion zone if appropriate and erect suitable signage. Ensure that suitable ear defenders are worn as necessary. Any defect in any hearing defenders must be reported immediately to the Site Supervisor and replacements obtained. Young persons are not to use or be in the vicinity of equipment which produces noise above 80db this will be covered on induction and monitored by their work buddy. Regular inspections to be carried out by the Site Supervisor. **Specific Legal Requirements** Noise at Work Regulations 2005. Personal Protective Equipment at Work Regulations 1992.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: H. 003

Project Avro Hollows

Risk Assessment
ACTIVITY: Exposure to Vibration

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Vibration. N.B. Noise is usually associated with vibrating equipment. Please refer to the Noise Risk Assessment Record.	Operatives.	Vibration White Finger / Hand Arm Vibration. Muscle damage. Musculoskeletal disorders. Potential for long term back injury.	**H**	Use low anti vibration models of equipment. Work to be effectively shared or a job rotation scheme implemented to reduce exposure. Ensure that vibration levels are clearly marked on tools and equipment. All tool exposure limits to be kept on the sites HAVs register by the site manager. Ensure equipment is maintained in effective working condition and tips, blades etc. are kept sharp so as to reduce vibration levels. Keep hands warm especially in cold weather. VWF is more prevalent in cold weather. N.B. VWF is known to be more prevalent in those who smoke. Ensure correct PPE is worn i.e. ear defenders, suitable and effective gloves, footwear etc. Items of plant and equipment must be periodically inspected. Report any defective equipment to the Site Supervisor and do not use equipment until defects are remedied.	**L**

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont ….				Items of plant and equipment must be periodically inspected. Report any defective equipment to the Site Supervisor and do not use equipment until defects are remedied. Regular inspections to be carried out by Site Supervisor. **Specific Legal Requirements** Provision and Use of Work Equipment Regulations 1998. Control of Vibration at Work Regulations 2005.	

Project Avro Hollows

Risk Assessment
ACTIVITY: Exposure to Dust

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Excessive exposure to environmental / nuisance dust.	Operatives. Others in the immediate vicinity. Neighbours.	Respiratory disorders of various severities from temporary mild discomfort and coughing to debilitating conditions. Environmental Impact.	**H**	Ensure that operations are carried out so as to prevent the production and spread of environmental / nuisance dust. Provide suitable dust suppression techniques i.e. 'damping down' with water. Provide suitable personal protective equipment i.e. dust masks or respirators of the correct type. Provide environmental and personal monitoring as necessary. Regular inspections to be carried out by the Site Supervisor. **Specific Legal Requirements** Control of Substances Hazardous to Health 2002. Environmental Protection Act 1990.	**L**

Risk Assessment
ACTIVITY: Exposure to Dust

Project Avro Hollows

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Excessive exposure dust.	Operatives. Others in the immediate vicinity. Occupants Neighbours.	Respiratory disorders of various severities from temporary mild discomfort and coughing to debilitating conditions. Environmental Impact.	**H**	Ensure that operations are carried out so as to prevent the production and spread of dust. Ensure that equipment is operated in accordance with the manufacturers instructions at optimum speeds etc. and blades and bits are maintained in effective working condition. Provide suitable and adequate ventilation if working in enclosed areas. Ensure, if necessary, that dust extraction equipment is fitted to tools and equipment. Provide suitable dust suppression techniques, i.e. 'damping down' with water, if appropriate. Along with wearing of FFP3 face fit tested masks. Provide suitable personal protective equipment i.e. dust masks or respirators of the correct type. FFP3 face fit tested masks to be provided as a minimum. Provide environmental and personal monitoring as necessary. Regular inspections to be carried out by the Site Supervisor. **<u>Specific Legal Requirements</u>** Control of Substances Hazardous to Health 2002.	**L**

Project Avro Hollows

Risk Assessment
ACTIVITY: Hazardous Substances

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Contact with hazardous substances through Ingestion, inhalation and contact with skin. Environmental contamination.	Operatives. Others in immediate vicinity of use.	Injuries and conditions of various severities such as sickness and nausea, burns, sensitisation, respiratory conditions, etc. Environmental impact.	**H**	Ensure that the working area is safe and free from risk. Ensure that a COSHH assessment and hazard data sheet are available for reference. Ensure that non-essential personnel are removed from the immediate area of use and unauthorised access is prevented if necessary. Establish an exclusion zone if required. Ensure that all substances are stored, used and disposed of in accordance with the manufacturer's instructions. Ensure that any spillages are immediately cleaned up and disposed of in accordance with the manufacturer's instructions. Ensure that suitable first aid facilities are provided and maintained. Ensure that emergency procedures are maintained. Ensure a high standard of personal hygiene. Ensure that suitable Personal Protective Equipment (PPE) is worn as necessary i.e. safety glasses / goggles, impervious gloves, respirators etc.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: H. 006

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont ……			**H**	Defects in any piece of PPE must be reported immediately to the Site Supervisor and a replacement obtained. Regular inspections to be carried out by the Site Supervisor. **Specific Legal Requirements** Control of Substances Hazardous to Health 2002. The Environmental Protection Act 1990.	**L**

Project Avro Hollows

Risk Assessment
ACTIVITY: Manual Handling

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Heavy, awkward loads. Lifting in confined areas. Tripping, stumbling etc. whilst carrying load.	Operatives.	Injuries of various severities, such as sprains and strains and more serious musculoskeletal injuries.	**H**	Ensure that items to be manual handled are located in accessible places and deposited as close to their site of use by mechanical means. Use mechanical aids whenever possible. Consideration must be given to 2 man lifts when lifting items in excess of 25kg. Walk through the intended route before the lift takes place. Remove any obvious obstructions or tripping hazards. Ensure that safety footwear and suitable gloves are worn. Ensure all operatives are adequately trained in good manual handling techniques. Ensure that you do not work beyond your physical capabilities. All loads should be assessed prior to lifting checking for weight, centre of gravity, stability, any sharp edges. Regular inspections to be carried out by the Site Supervisor or nominated competent person. **Specific Legal Requirements** The Manual Handling Operations Regulations 1992.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: H. 012

Project Avro Hollows

Risk Assessment
ACTIVITY: Use of Hand Tools

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Defective tools, Tools in poor repair.	Site Operatives. Other in immediate vicinity of use.	Injuries of various severities such as cuts / bruises / penetrating eye injuries etc.	**H**	Use the correct hand tool for the job. Keep hand tools maintained in good condition, Ensure that tools are stored in accordance with manufacturers instructions. Report any defect immediately to the Site Supervisor and do not use any defective or worn tools. Ensure that defective tools are taken out of use and cannot be used by others. Ensure PPE is worn e.g. eye protection, if required, gloves etc. Regular inspections to be carried out by the Site Supervisor. **Specific Legal Requirements** Provision and Use of Work Equipment Regulations 1998.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: P.E.001

Project Avro Hollows

Risk Assessment
ACTIVITY: Working with Powered Hand Tools

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Defectives. Electrical faults. Tools in poor state of repair. Defective or incorrect attachments etc. Incorrect usage.	Site Operatives. Others in vicinity of use.	Injuries of various severities such as: • Cuts • Amputation of fingers • Penetrating eye injuries • Electric Shock	**H**	Use the correct tool for the job. Provide and maintain an exclusion zone if necessary. Ensure any guards provided are maintained in working order and are effectively used. Keep blades, drill bits etc. sharp. Ensure 110 volts supply tools. If impracticable RCD's and transformers must be used as necessary. Ensure that power is from an authorised source with the owner's permission. Ensure electric leads and plugs are effectively maintained and positioned so as to prevent trips and injuries etc. Ensure tools are inspected on a regular basis. Ensure tools are stored in accordance with manufacturers instructions. Ensure PPE is worn e.g. eye protection, if required, gloves of practicable etc.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: P.E.002

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont ….				Regular inspections to be carried out by Site Supervisor. **<u>Specific Legal Requirements</u>** Provision and Use of Work Equipment Regulations 1998. Electricity at Work Regulations 1989.	

Project Avro Hollows

Risk Assessment
ACTIVITY: Working with Abrasive Wheels

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Contact with abrasive wheel. Bursting of discs. Machine fuel.	Operatives. Others in vicinity of use. Members of the general public.	Injuries of various severities i.e. Loss of sight. Head and face injuries. Burns from fuel.	**H**	Only operatives who have been trained to use and change abrasive wheels must use or change abrasive wheels. Only machines fitted with the correct guards and effectively in place must be used. Ensure that the disc is mounted correctly. Only use the correct disc for the material to be cut. Ensure that spin speed of the machine does not exceed the wheel spin speed. Ensure discs are stored correctly. Ensure that the work area is clear and free from tripping hazards. Establish an exclusion zone if necessary. Allow the machine to cool before refuelling. Refuel away from the work area. Avoid wearing loose clothing.	**L**

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont ….				Ensure that the correct PPE is worn i.e. boots, gloves, safety helmet, eye and ear defenders. Ensure that defects are recorded and immediately reported to the Site Supervisor and the saw not used until the defect is remedied. Obtain Hot Works Permit if Required. Regular inspections carried out by Site Supervisor. **Specific Legal Requirements** Provision and Use of Work Equipment Regulations 1998. Personal Protective Equipment Regulations 1992.	

Project Avro Hollows

Risk Assessment
ACTIVITY: Material Storage

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Hazardous substances and materials. Unstable materials Danger from the removal of the debris. Interaction between the operatives and the general public.	Operatives. Others in immediate vicinity. Trespassers.	Injuries of various severities from slips and trips, falls from height or falling materials. Possible death.	**H**	Ensure that all materials are stored in a designated compound. Ensure that suitable signage is used to denote unauthorised access and potential dangers which cannot be eliminated. Hazardous materials must be stored in lockable containers. Ensure that packs of materials are set on a firm and level base. Packs are not stacked over 2.0m high. Split or broken packs must not be stacked but lowered to ground level. All materials which cannot be made safe on site must be returned to the site compound for safe keeping outside of working hours. Regular inspections to be carried out by Site Supervisor. Ensure all materials are stored securely in the event of adverse weather especially when at height e.g. Roofs. Scaffolding. **Specific Legal Requirements** The Construction (Design and Management) Regulations 2015.	**L**

Project Avro Hollows

Risk Assessment
ACTIVITY: Use of Site Lighting

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Tripping / falling in poorly lit areas.	Site Operatives. Visitors. General Public.	Injuries of various severities.	**H**	Ensure that adequate lighting is provided for the work to be undertaken. Ensure that lighting is provided by approved means and established by competent persons. Fit light guards where required. Festoon lighting cables must be slung above head height and clearly demarcated where required. General housekeeping standards to be kept under control. Report any defect in equipment to the Site Supervisor and ensure that defective equipment is not used. Ensure emergency lighting. Regular inspections to be carried out by Site Supervisor. **Specific Legal Requirements** Construction (Design and Management) Regulations 2015. Electricity at Work Regulations 1989.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: R.A.O 005

Project Avro Hollows

Risk Assessment
ACTIVITY: Preventing Unauthorised Access to Site

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Contact with plant and machinery. Contact with the construction process. Access to lagoons, watercourses etc. Access to hazardous and/or contaminated materials. Soft, uneven ground etc.	Site Operatives. Visitors. Trespassers.	Injuries if various severities and possible death.	**H**	Provide physical barriers, where necessary, to prevent access to hazardous areas. Provide secure storage area for materials, chemicals etc. and ensure materials are stored so as to prevent accidental movement. Cover or backfill excavations, which pose a risk of injury at the end of the each working day. Immobilise plant and vehicles at the end of each working day and park in a safe designated area. Ensure ladders are boarded or removed to a safe area at the end of the working day. Isolate un-required electricity supplies. Maintain a good standard of housekeeping. Ensure suitable signage is erected and maintained. Regular inspections to be carried out by Site Supervisor. **Specific Legal Requirements** Construction (Design and Management) Regulations 2015. Occupiers Liability (Act) 1984.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: R.A.O 006

Project Avro Hollows

Risk Assessment
ACTIVITY: Hot Works

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Fire.	Site Operatives. Others likely to be affected.	Injuries of various severities such as burns, asphyxiation, possible death. Damage to plant and or property.	**H**	Ensure suitable and effective means of raising the alarm, means of escape, number of fire extinguishers, fire notices etc. Emergency procedure for calling the fire brigade. All employees should briefly inspect their place of work to ensure that any emergency exits are free from obstruction and can be easily opened. Keep offices/mess rooms tidy and do not accommodate refuse or waste paper. Ensure flammable materials are stored in accordance with manufacturers instructions. Hot works must cease not less than 1 hour before the working shift ends and inspected by a site manager. Keep a clear space around heaters of all types. New employees, as part of their induction, must be instructed on what to do and where to go in the event of a fire. Records must be kept of fire alarm tests, extinguishers, other appliances and emergency evacuations.	**L**

Project Avro Hollows

Risk Assessment
ACTIVITY: Hot Works

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont ……			H	Regular inspections to be carried out by Site Supervisor. Ensure a fire extinguisher are kept in close proximity to all hot works when being completed. **Specific Legal Requirements** The Precautions Act 1971. Fire Precautions (Workplace) Regulations 1997.	L

Project Avro Hollows

Risk Assessment
ACTIVITY: Fire and Explosion

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Fire. Explosion.	Site Operatives. Others likely to be affected.	Injuries of various severities such as burns, asphyxiation, possible death. Damage to plant and or property.	**H**	Ensure that there are: Suitable means of raising the alarm. A suitable and sufficient number of fire extinguishers, fire blankets etc. Suitable means of escape. Fire notices. Emergency Procedure for calling the fire brigade. All employees should briefly inspect their place of work to ensure that any emergency exits are free from obstruction and are easily opened. Keep offices / mess-rooms tidy and do not accommodate refuse or waste paper. Ensure that flammable materials are stored in accordance with the manufacturers instructions. 'Hot Works', if applicable, must cease not less than 1 hour before the working shift ends. Keep a clear space around heaters of all types.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: R.A.O. 011

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont ……			**H**	New employees, as part of their induction, must be instructed on what to do and where to go in case of fire. Records must be kept of fire alarm tests, extinguishers, other appliances and emergency evacuations. Regular inspections to be carried out by Site Supervisor. **Specific Legal Requirements** The Regulatory Reform (Fire Safety) Order 2005.	**L**

Project Avro Hollows

Risk Assessment
ACTIVITY: Loading / Unloading Lorries

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Loads falling from lorries. Persons falling from lorries.	Site Operatives. Visitors. Members of the public.	Injuries of various severities crush and fall injuries and possible death.	**H**	Unload materials in a designated area. Ensure bystanders / passers-by are well away from the unloading operations. Establish an exclusion zone if practicable. Appoint a trained Banksman if appropriate. Before removing ropes etc., the driver must check that the load is stable and will not fall or move. Before removing part of a load, the driver is to check the remainder of the load for stability. Company operatives are not permitted to unload lorries if there is a risk personal injury such as falling from heights liable to cause personal injury. Ensure that the unloading operations are carried out under the supervision of a competent person. Ensure that the correct PPE is worn i.e. safety helmet, safety footwear, suitable gloves and high visibility clothing. Regular inspections to be carried out by the Site Supervisor or nominated competent person. **Specific Legal Requirements** The Work at Height Regulations 2005.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: R.A.O 013

Project Avro Hollows

Risk Assessment
ACTIVITY: Working in Occupied Dwellings

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Interaction between operatives and occupants.	Operatives. Occupants.	Injuries of various severities.	**H**	All work in occupied premises must be carried out in accordance with the appropriate sections of the Company Health and Safety Manual. Additionally, consideration must be given to the occupant's lack of awareness of hazards involved in the work, their curiosity and any personal disablement. Particular attention must be paid to housekeeping. All accesses and other areas in use by the occupants must be kept clear of materials, waste, tools and equipment, trailing leads etc. Any spills of water, oil or other substances which could create slippery conditions must be cleared up immediately. Areas where work is taking place must not be left unattended unless all tools, materials, equipment etc. have been removed or placed in a safe position or access to the area, by the occupants, has been prevented After undertaking work involving blow lamps, welding equipment etc. the working area must be checked for smouldering material before the operatives leave the site. Fire extinguishers must be readily available during 'hot work' activities. Hot work must cease at least 1 hour before the end of shift and the area inspected for heat / fire.	**L**

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont			**H**	On completion of work all materials, substances, tools and equipment must be removed from the premises at the earliest opportunity. Where this is not possible then access to materials etc. must be prevented. A greater duty of care must be exercised where it is likely that children or disabled occupants may be affected. Regular inspections to be carried out by Site Supervisor. See COVID-19 -19 Risk Assessment for working in occupied properties. **Specific Legal Requirements** The Management of Health and Safety at Work Regulations 1999.	**L**

Project Avro Hollows

Risk Assessment
ACTIVITY: Dealing with Aggressive Behaviour

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Physical violence. Verbal abuse and intimidation.	Operatives. Occupants.	Physical injuries of various severities and possible psychological ill health and stress.	**M**	Operatives to be trained in techniques to avoid, and deal with foreseeable confrontational situations (within Site Induction and Toolbox Talks). Be on alert to warning signs during day to day contacts and take on board warnings or information from colleagues. Be aware of the **dangerous "A's" Alcohol** - persons under the influence of alcohol or drugs. Such persons may have a lack of self-control and their actions and reasoning may be irrational. **Audience -** persons may act and behave differently in front of others 'playing to the audience'. **Anger -** emotion is often a response to something that has happened or hasn't happened. Often triggered by frustration which can sometimes lead to aggression. **Remain** calm and keep control of your own emotions and behaviour. **Remove** yourself from any situation you are not comfortable with. Take responsibility for yourself and **withdraw** from situations that have a potential to become violent.	**L**

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont ……				**Report** potentially violent incidents or any increased risk of violence due to a local situation so that preventative actions can be considered. Take **all** threats seriously. Regular inspections to be carried out by Site Supervisor. **Specific Legal Requirements** The Management of Health and Safety at Work Regulations 1999.	

Project Avro Hollows

Risk Assessment
ACTIVITY: Personal Protective Equipment

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Incorrect selection. Incorrect use. Poor maintenance.	Operatives.	Injuries of various severities.	**H**	Ensure that the correct item of PPE is selected and used in accordance with the manufacturer's instructions. Ensure that damaged items of PPE are not used and that replacements are sought. PPE must be maintained in good repair and in a clean and hygienic condition. PPE must be stored in accordance with the manufacturer's instructions. PPE must be worn as per risk assessments and site rules. Regular inspections to be carried out by the Site Supervisor. **Specific Legal Requirements** The Personal Protective Equipment Regulations 1992.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: R.A.O 018

Project Avro Hollows

Risk Assessment
ACTIVITY: Welfare Facilities

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Poor hygiene. Exposure to uncleanliness – unclean floors, work surfaces and other areas.	Operatives. Visitors.	Conditions relating to poor hygiene. Bacteria and general discomfort. Poor company perception.	**M**	Welfare facilities must be provided in accordance with The Construction (Design and Management) Regulations 2015. Ensure all offices, mess rooms and workplaces are cleaned on a regular basis. Ensure that waste is removed on a regular basis. Facilities must be provided and maintained in good repair. Regular inspections to be carried out by the Site Supervisor. **Specific Legal Requirements** The Construction (Design and Management) Regulations 2015.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: R.A.O 019

Risk Assessment
ACTIVITY: Erecting and Dismantling Heras Fencing

Project Avro Hollows

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Lifting of panels / concrete feet. Tripping over panels / concrete feet. Possible damage from using tie wire. NB. A tie wire may be used when connecting a panel to something other than another panel where conventional clips are not effective i.e. existing fence line, hedge rows etc.	Operatives. Others working in or passing the vicinity of the works. Members of the public.	Injuries of various severities such as back injuries, tripping and eye injuries.	**M**	Ensure other operatives who are not involved with erecting the fence are clear of work area. Ensure two-man lift for placing of panels and panel bases. Ensure so far as is reasonable practicable that panel bases do not restrict the safe passage of pedestrian (if practicable ensure that the majority of the panel base is within the site or the base is highlighted with paint etc.) Ensure that panels are double clipped. Ensure the correct P.P.E. to be worn i.e. safety footwear, safety helmet, protective gloves and goggles if using tie wires to secure panels. Ensure installation is as per temporary works design and added to register with TWC appointed. Regular inspections to be carried out by Site Supervisor. **<u>Specific Legal Requirements</u>** The Manual Handling Operations Regulations 1992.	**L**

Project Avro Hollows

Risk Assessment
ACTIVITY: Traffic Management

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Vehicular / Pedestrian Movements - consideration must be given to the following:			**H**	Ensure a Site Traffic Assessment and Plan is completed.	**L**
Unauthorised operators / drivers.	Operatives / General Public / Site Visitors etc.	Personal injury, possible death. Damage to plant / vehicles.		Only trained and authorised operatives to operate site plant / vehicles (CPCS or Casey permit). Site Management to monitor the use of site plant / vehicles.	
Contact between site plant / vehicles / site user vehicles and pedestrians.	Operatives / General Public / Site Visitors etc.	Personal injury, possible death. Damage to plant / vehicles.		Only trained and authorised operatives to operate site plant / vehicles (CPCS or Casey permit). Ensure that operatives have a valid driving licence if operating on adopted highway. Segregate site plant from public vehicles - if this is not practicable then:- Ensure minimal construction vehicle movements / journeys by good planning / sequencing of work. Ensure that the route of least inconvenience and most safe is used at all times. Ensure that pedestrians at work wear high visibility vest coats.	

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont ….				Deploy a banksman whilst depositing or removing materials in the build areas from adopted highways. Ensure that plant is operated at a safe speed as site conditions permit (e.g. gradient, weather etc.) and does not exceed the specified site speed. Ensure that site plant has suitable warning devices - flashing beacons, reversing alarms as appropriate. Ensure that plant / vehicles are maintained to manufacturers standards. Erect suitable signage. Ensure that plant / vehicles operating on adopted highways have the appropriate Road Fund Licence (Road Tax). Site Management to monitor the above control measures.	

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Terrain – working / travelling on gradients.	Operatives / General Public / Site Visitors etc.	Personal injury, possible death. Damage to plant / vehicles.	H	Only trained and authorised operatives to operate site plant / vehicles (CPCS or Casey permit). Ensure that the machine is operated within the safe operating capability of the machine. ROPs fitted as required. Consideration should be given to the travelling surface. Ensure that the route of least inconvenience and most safe is used at all times. Ensure that plant is operated at a safe speed as site conditions permit (e.g. gradient, weather etc.) and does not exceed the specified site speed. Site Management to monitor the above control measures.	L
Existing structures / overhead cables etc.	Operatives / General Public / Site Visitors etc	Personal injury, possible death. Damage to plant / vehicles.	H	Only trained and authorised operatives to operate site plant / vehicles (CPCS or Casey permit). Ensure that structures and overhead services are effectively demarcated and brought to the attention of those concerned.	L

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont …. Material deliveries / storage.	Operatives / General Public / Site Visitors etc.	Personal injury, possible death. Damage to plant / vehicles.	**H**	Ensure that the route of least inconvenience and most safe is used at all times. Site Management to monitor the above control measures. Ensure that there is no un-authorised access to any unloading /storage area. - set up an exclusion zone. Provide Banksmen as required Limit deliveries to periods of low pedestrian / vehicular traffic. Ensure that materials are unloaded / loaded in a safe and controlled manner using the correct plant / equipment. Ensure that any plant used during this activity is maintained and used in accordance with the manufacturer's instructions and current legislation. Site Management to monitor the above control measures.	**L**

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Compound areas.	Operatives / General Public / Site Visitors etc.	Personal injury, possible death. Damage to plant / vehicles.	**H**	Ensure that consideration is given to the position of compound areas e.g. safe access and egress. Ensure that the compound is situated safe from structures and overhead services. Ensure that there is no un-authorised access to compound area. In the event of un-authorised access ensure that materials, substances are stored in a safe manner to further prevent the risk of injury or damage. Site Management to monitor the above control measures.	**L**
Road clearance.	Operatives / General Public / Site Visitors etc.	Personal injury, possible death. Damage to plant / vehicles.	**H**	Ensure that roads are kept free from debris. Ensure road cleaning plant / vehicles are provided with flashing beacons, Site Management to monitor the above control measures.	**L**

Project Avro Hollows

Risk Assessment
ACTIVITY: Reversing Vehicles

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Vehicles reversing into other vehicles, plant, pedestrians, other structures and over leading edges.	Site Operatives. Plant and vehicle drivers Others in vicinity of use. General public.	Injuries of various severities, possible death. Damage to plant / vehicles.	**H**	Ensure a Site Traffic Management Assessment and Plan is completed. Where practicable ensure that vehicle movements are separate from pedestrians. Avoid the need for excessive reversing of vehicles on site by providing designated turning areas or one-way routes. Do not allow large vehicles, if practicable, onto site if they have to reverse back onto public highways. Provide trained and authorised Banksmen if reversing / manoeuvring is unavoidable. Vehicles should be fitted with flashing beacons, reversing alarms and CCTV. Ensure that structures and leading edges are effectively protected, demarcated and bunded as appropriate Ensure that high visibility vests / coats are worn by everyone on site. Regular inspections to be carried out by Site Supervisor or nominated competent person.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: T.M. 002

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont ….				**Specific Legal Requirements** The Construction (Design and Management) Regulations 2015.	

Project Avro Hollows

Risk Assessment
ACTIVITY: Banksman Operations

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Contact with plant and vehicles. Materials falling from vehicles.	Banksman.	Injuries of various severities, possible death.	**H**	Ensure a Site Traffic Management Assessment and Plan is completed which also includes a site layout plan. Only deploy a Banksman if other control measures are considered ineffective or impracticable. The Banksman must be given information, instruction and training as necessary to undertake the job safely and effectively. The Banskman must operate in a designated area and be in full view of the drivers at all times, especially if guiding reversing vehicles. Banksmen must maintain a safe distance from vehicles and stand on the higher side if vehicles are operating on gradients. If operating at a crossing point the Banksman must give clear unambiguous signals to the drivers involved. Approach signs must be erected denoting the use of Banksman if operating in areas with poor site lines. Suitable P.P.E. must be worn i.e. high visibility vest / coat, safety helmet and safety footwear.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: T.M. 003

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont ….				The Banksman must report any incident or unsafe practices immediately to the Site Manager. Regular inspections to be carried out by Site Supervisor or nominated competent person. **Specific Legal Requirements** The Construction (Design and Management) Regulations 2015.	

Project Avro Hollows

Risk Assessment
ACTIVITY: Use of Scaffolding

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Falling from height. Falling materials. Scaffold failure i.e. collapse.	Operatives. Others in vicinity of use. General Public.	Injuries of various severities and possible death.	**H**	Ensure that work at height is planned and organised. Only trained and authorised operatives must erect, alter or dismantle any scaffold. Scaffold erectors must be CITB trained. Scaffold must be erected to both BS and current Regulation standards. Ensure that scaffolds are suitable for use and are not overloaded. If loading bays are provided the bay must be suitable for the size and weight of the loads to be used. The bay must be fitted with suitable full face gates. Incomplete scaffolds must not be used. Incomplete scaffolds must display a notice SCAFFOLD INCOMPLETE – DO NOT USE. Guardrails, toe-boards, brick guards must not be moved without the permission of a competent person, and then if only told to do so. Scaffolds must be inspected and the results recorded at intervals not exceeding 7 days and after any alteration or after adverse weather conditions.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: W.H.002

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont ….				A visual inspection must be made by all those undertaking work on the scaffold. Access and egress must be by an approved ladder at an approved access. Ensure the correct PPE is provided and used. i.e. safety helmet, safety footwear. A design or TG20:13 Compliance Sheet along with a hand-over certificate must be supplied by the scaffolding contractor. Regular inspections to be carried out by the Site Supervisor. **Specific Legal Requirements** The Work at Height Regulations 2005. SG4:10 - The Use of Fall Arrest Equipment Whilst Erecting, Altering and Dismantling Scaffolding.	

Project Avro Hollows

Risk Assessment
ACTIVITY: Use of Ladders

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Falling from height. Falling materials. Manual Handling.	Operatives. Others in vicinity of use.	Injuries of various severities and possible death.	**H**	Ensure ladders are not used as places of work when other means are reasonably practicable. Ladders should only be used for short duration work (30mins or less) and the user can maintain a suitable hand hold when carrying a load. i.e three points of contact. Use correct ladder for the work to be done (including length). Ensure that ladder cannot slip by ensuring it is effectively tied on both stiles with rope and not bandings, secured with ladder clips / footed, or an effective anti-slip or stability device is used. Ensure the ladder is set at the correct angle for use. (1 in 4). Ensure a suitable safe landing area or rest area where a ladder has a vertical distance or 9.0m or above. Ensure ladders are marked for identification and inspection. Do not use painted ladders as the paint can hide defects. Ensure that ladders are inspected at regular intervals and certainly before use.	**L**

Risk Rating: H = High, M = Medium, L = Low

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont ….				Long or heavy ladders may require two persons. No person should work beyond their physical capabilities. Ensure that persons are trained and competent to use ladders. Ensure the correct PPE is provided and used. Ladders must be inspected and the results recorded on Work Equipment form located in the H&S Compliance Manual section 3 by the Site Supervisor or nominated competent person. Regular inspections on the use of ladders to be carried out by Site Supervisor. All ladders must comply with EN 131professional standards. **<u>Specific Legal Requirements</u>** The Work at Height Regulations 2005. Provision and Use of Work Equipment Regulations 1998. The Manual Handling Regulations 1992.	

Project Avro Hollows

Risk Assessment
ACTIVITY: Use of Stepladders

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Falling from stepladders. Falls of material, tools etc from height. Defective or damaged stepladders. Incorrect use. Manual handling.	Operatives. Other in the immediate vicinity of use.	Injuries of various severities, possible death. Musculoskeletal disorders.	**H**	Stepladders should only be used for short duration work which is of low risk and when other access is not practicable. Ensure that persons are trained and competent to use ladders. Always inspect stepladders before use for damage or defects. Do not use any damaged or defective stepladders. Report any damage or defects immediately to the Site Supervisor. Only use stepladders on a firm and level base. Do not use painted stepladders as these can hide the defects. Stepladders must be inspected and the results recorded on Form WEIF5 by the Site Supervisor. Regular inspections to be carried out on the safe use of stepladders by the Site Supervisor. **Specific Legal Requirements** The Work at Height Regulations 2005. The Provision and Use of Work Equipment Regulations 1998.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: W.H.004

Project Avro Hollows

Risk Assessment
ACTIVITY: Use of Tower Scaffolds

Written By: Phil Hey / Dave Higgins
Date: 21st March 2024

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Falling from heights. Falling materials, tools, etc. Scaffold failure. Scaffold incorrectly assembled. Scaffold overturning. Contact with overhead power lines.	Operatives. Others in immediate vicinity of use.	Injuries of various severities and possible death.	**H**	Ensure that work at height is planned and organised. Only trained and authorised operatives must erect, alter or dismantle any scaffold. Scaffold must be erected to both BS and current Regulation standard. Incomplete scaffold must not be used. Guardrails, toe-boards, brick guards must not be moved without the permission of a competent person, and then if only told to do so. Scaffolds must be inspected and the results recorded in a register at intervals not exceeding 7 days and after adverse weather conditions. A visual inspection must be made by all those undertaking work on the scaffold before accessing the scaffold. Access and egress must be by the incorporated internal access unless manufacturers instructions detail otherwise. Ensure that the Tower wheels are in the locked position whilst persons are on the scaffold.	**L**

Risk Rating: H = High, M = Medium, L = Low
Ref: W.H.005

Hazard	Persons in Danger	Harmful Consequences	Risk Rating before control measures	Control Measures / Method Statement	Residual Risk after control measures
Cont ….				Do not move a Tower scaffold whilst persons are on the working platform Ensure that Tower scaffolds are not erected in close proximity to overhead power lines. Ensure the correct PPE is provided and used. i.e. safety helmet, safety footwear. Regular inspections to be carried out by Site Supervisor. **Specific Legal Requirements** The Work at Height Regulations 2005. The Provision and Use of Work Equipment Regulations 1998.	

Appendix 4

CDM Checklist

THE CASEY GROUP

CONSTRUCTION DESIGN & MANAGEMENT REGULATIONS 2015

CHECK LIST CGC/CDM/01

To be completed before work commences.

			TICK	DATE	ACTION
a)		Construction Phase Plan on site			
b)		F10 Rev A Form displayed on site			
c)		Site Starter Pack on site			
	i)	Mandatory posters on display			
	ii)	First aid box fully stocked & in prominent position			
	iii)	Trained First Aider on site			
	iv)	Accident book in prominent position			
	v)	Accident reporting procedure in place			
	vi)	Company insurance certificate on display			
	vii)	Accident & Emergency procedure completed			
	viii)	Copy of Company Health & Safety Policy on display			
	ix)	Safety equipment register on site			
	x)	Head Protection declaration forms on site			
	xi)	Safety helmet regulations in force on site			
	xii)	C.O.S.H.H. assessment records on site			
	xiii)	L.P.G. storage regulations complied with			
d)		Site Restrictions: -			
	i)	Service drawings obtained for: -			
	ii)	Electricity			
	iii)	Water			
	iv)	Gas			
	v)	B.T.			
	vi)	Cable			
	vii)	Other			

APPENDIX 5

Pre – Construction Information

MANCHESTER CITY COUNCIL

P. Casey & Co. Limited.
Brian Knowles.
Rydings Road
Wardle
Rochdale
OL12 9PS

Our Ref :-CDM3101P20 NB0
Your Ref :-
Date. 2 May 2024

Manchester City Council.
Capital Programmes and Procurement.
Town Hall Extension, 3rd Floor
Manchester
M60 2LA

To reply please contact:

Neil Bowyer, Client CDM Advisor.

email: neil.bowyer@manchester.gov.uk
Tel: 07971 587944

Re: NW40494 Newton Heath Multi's - Making Safe Works.

With regard to the above-proposed works, find enclosed the Pre-Construction Information Plan for the above scheme.

In accordance with the CDM Regulations, could you please develop the Plan into the Construction Phase Plan for these works at your earliest convenience, and forward me a copy to review.

No work must be undertaken on site including site set up, until a sufficiently developed Construction Phase Plan has been assessed by the Client CDM Advisor.

The only exception being works of an emergency nature where there is a significant Health & Safety Risk if works are not progressed immediately on site.
Failure to comply with these duties may result in enforcement action / prosecution by the Health & Safety Executive.

The F10 will be issued on receipt of your sufficiently developed Construction Phase Plan, after the Pre-contract meeting.

Please contact me directly if you require further information.

Thank you for your co-operation.

Neil Bowyer – Client CDM Advisor

Construction (Design and Management) Regulations 2015.

MANCHESTER CITY COUNCIL

Prepared by Capital Programmes and Procurement.

Client CDM Advisor

Pre-Construction Information.

Newton Heath Multi's EWI Making Safe Works.

NW/40494

Pre-Construction Information

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Pre-Construction Information.
Newton Heath Multi's EWI Making Safe Works.

1:0	❖ **Project Details.**	
1:1	Project Name and address.	**Newton Heath Multi's EWI Making Safe Works.** Addresses: Four social housing multi storey blocks of flats located in the Newton Heath area of North Manchester: Dobson Court, Croydon Drive, Newton Heath, Manchester, M40 2NR. Lancaster Court, Croydon Dr, Manchester M40 2NG. Lincoln Court, Croydon Dr, Manchester M40 2NQ. Shackleton Court, Croydon Dr, Manchester M40 2NP.
1:2	Description of the works to be undertaken in this scheme.	The works involves making safe to the defective external insulated wall render system for the safety of the workforce & public and to enable the safe execution of the main works and generally includes the following: • Design & erection of safe working platforms. • Protection/ maintenance of safe access routes. • Removal & pinning back areas of defective render. • Removing EWI to side elevations back to substrate. • Removal / resiting and reinstating existing services. Please refer to specifications and details in the contract documents for further information. The general construction of the blocks is of insitu reinforced concrete frame, walls and floors, with an insulated render exterior cladding system and UPVc windows.
1:3	Programme of works.	Construction phase…… **22 weeks** Proposed site start date…… **7th May 2024** Proposed site completion date…… **27th September 2024** Start and completion dates subject to change.
1:4	Client/ Design & Delivery Manager. Contact Name. Address. Telephone Number. E Mail.	Manchester City Council. Capital Programmes and Procurement. **Kevin Burke.** Level 8, Town Hall Extension, St Peters Square, Manchester, M2 5HD 07940 753879 kevin.burke@manchester.gov.uk
1:5	Health and Safety Contact. Address. Telephone Number. E Mail.	Manchester City Council, Health and Safety Team. Internal Audit and Risk Management Corporate Services Level 3, Town Hall Extension, St Peters Square, Manchester, M2 5HD 0161 234 4067

Pre-Construction Information. Newton Heath Multi's EWI Making Safe Works.		
1:6	Contract Administrator. Contact Name. Address. Telephone Number. E Mail.	Manchester City Council. Capital Programmes and Procurement. **Thomas Kramer.** Level 8, Town Hall Extension, St Peters Square, Manchester, M2 5HD 07940 753 693 thomas.kramer@manchester.gov.uk
1:7	Client CDM Advisor. Contact Name. Address. Telephone Number. E Mail.	Manchester City Council. Capital Programmes and Procurement. **Neil Bowyer** Level 3, Town Hall Extension, St Peters Square, Manchester, M2 5HD. 07971 587944 neil.bowyer@manchester.gov.uk
1:8	Designer Contact Name. Address. Telephone Number. E Mail.	AEW Architects Ltd **David James** Floor 7. 16 John Dalton Street. Manchester. M2 6HY. 0161 214 4370 DJames@aewarchitects.com
1:9	Principal Designer /Contractor. Contact Name. Address. Telephone Number. E Mail.	P. Casey & Co. Limited. **Brian Knowles.** Rydings Road Wardle Rochdale OL12 9PS 01706 341121 brian.knowles@casey.co.uk

2:0	❖ **Existing Environment.**	
2:1	Adjacent land uses, e.g. schools, shops, industrial areas, etc.	❑ Refer to site location plans and address list for details. ❑ The multi storey blocks in this scheme are located in the Croyden Drive area of Newton Heath North Manchester. ❑ The blocks are surrounded by busy roads running adjacent to or reasonably close to the blocks; all are busy thoroughfares to and from the city centre and local motorway network. ❑ Avro Hollows is a Tenant Management Organisation that manage this estate on behalf of Manchester City Council, in association with Manchester Housing. For the benefit of the local community. ❑ Avro Hollows has an office located on the ground floor (1A) of Lancaster Court. ❑ The wider area supports a diverse mixture of premises and businesses that one would expect in a large conurbation, including commercial premises, local traders, community and welfare centres and a number of educational establishments. ❑ There are a number of schools, colleges and nurseries within the neighbourhood of the works including: • Briscoe Lane Academy, Briscoe Lane. ❑ There's a likelihood that children and pedestrians will be travelling to and from the estates during school/college opening and closing times, as well as holiday periods, especially in areas close to the shops and bus stops. ❑ The roads around the site are quite narrow with parking curtilages with a high degree of on-street parking, the blocks have small car parks for the residents only. ❑ Careful consideration should be given by the Principal Contractor with regards to "Resident's Only, Emergency and Disabled Badge Holders Parking Only" restrictions that are signed around and close to the site. ❑ The Principal Contractor must identify foreseeable hazards and subsequent control measures that may be associated with the works specified within the tender/contract documents. ❑ The Principal Contractor may have to cooperate and coordinate their work activities with other Contractors working in the area of the site and Building Management, to ensure safe working on site and program the works to avoid conflict.
2:2	Significant previous land use of the site, e.g. landfill site, industrial use, etc.	❑ None identified by designer or known.

2:3	Gas/ Mechanical services serving/crossing the site.	❑ Refer to 2:6. ❑ The Principal Contractor must contact the Contract Administrator regarding system information prior to starting work on site. ❑ There is a communal boiler plant facility within the grounds of the blocks, Croyden Drive Energy Centre run by Manchester City Council. ❑ Service drawings will be required on this scheme for any excavations or for moving or positioning heavy plant and equipment which may impact on underground services. ❑ Any necessary service drawings will be provided by the Contract Administrator prior to works commencing on site. ❑ The Principal Contractor is advised to locate the position of all services which may impact on the works. ❑ The Principal Contractor must ensure that where alterations may adversely affect the safety of any gas appliance, flue or fitting, that procedures are in place to ensure that the appliance is properly assessed / isolated prior to carrying out the works as necessary and that inspections / tests are implemented to ensure its correct safe operation once the works are complete. ❑ All work undertaken to any gas appliances / fittings must only be carried out by someone who is, or is employed by a member of an HSE approved class of persons e.g. Gas Safe Registered. ❑ Copies of operatives Gas Safe Registration Certificates and their Gas Safe identification cards must be forwarded to the Contract Administrator prior to them starting work on site. ❑ The Principal contractor should adopt a permit to work system for all works undertaken to high risk areas and work to mechanical or electrical installations. ❑ The Principal Contractor will be required to identify, protect and provide temporary support as necessary to any exposed live services that are encountered. ❑ The Principal Contractor will have to assess the effects of any loads imposed by plant, scaffolds etc. on buried services. ❑ Underground Services - Please refer to service drawings prior to any excavation work commencing on site. In addition, all excavations should be ‘CAT Scanned’ and the use of careful hand digging techniques employed when excavating within the vicinity of live cables, as part of your safe system of working. Please also refer to HS(G) 47 ‘Avoiding danger from underground Services’ for further guidance. ❑ The Principal Contractor must survey, locate and mark the positions of all services that may be affected by the works especially where core drilling through floors and walls, there are services within the floor slabs serving flats and other locations, the use of appropriate cable avoidance tools is strongly advised.

		❑ There is at present no detailed information available of the existing services within the blocks, all services encountered must be treated as live and where works may adversely affect existing services the Principal Contractor must contact the Contract Administrator for advice before proceeding. ❑ The Principal Contractor will have to cooperate and coordinate their work activities with Building Management and other Contractors working on site, to ensure safe working on site and program the works to avoid conflict ❑ Enquiries will be made with the Contract Administrator as to the availability of any information on the existing services installations to the block.
2:4	Water services serving/crossing the site, including underground watercourses, culverts, etc.	❑ Refer to 2:3.
2:5	Drainage serving/crossing the site.	❑ Refer to 2:3. ❑ There is a waste water pumping station at the corner of Audax Walk.
2:6	Buried/ surface mounted domestic electrical services serving/ crossing the site/ properties.	❑ Refer to 2:3 ❑ The Principal Contractor must contact the Contract Administrator / Principal Designer & Client CDM Advisor for advice/ information, where any work involves entry or access into any potential high risk areas such as service ducts, risers, roof or plant rooms etc, to ensure that any hazards / risks associated with the work to those areas can be evaluated. ❑ Enquiries will be made with the Contract Administrator as to the availability of details of the existing electrical / mechanical services installations to the blocks that may impact on the works. ❑ There are a number of cables to the exterior and common areas of the blocks, serving Emergency lighting, CCTV, photo voltaic equipment and telecommunications. ❑ There are lightning conductors fixed to the exterior of the block. ❑ The Principal Contractor must ensure that all services are identified and isolated as necessary, prior to starting work or stripping out redundant services. ❑ The Principal Contractor should be aware that there may be utilities main service cables/ pipes passing through individual properties serving other dwellings, especially within flats. The Principal Contractor must ensure that all services are identified and isolated as necessary, prior to starting work or stripping out redundant services. ❑ The Principal Contractor must survey, locate and mark the positions of all services that may be affected by the works especially where core drilling through floors and walls, there are services within the floor slabs serving flats and other locations, the use of appropriate cable avoidance tools is advised. ❑ Structural Engineers advice may be required on the locations of any core holes in relation to columns and reinforcing bars.

2:7	Overhead/ underground power lines crossing the site, e.g. high voltage National Grid lines.	❑ There are no high voltage national grid overhead power lines in the vicinity of the blocks. ❑ There is a 6.6kv electricity substation located on the ground floor of Shackleton Court
2:8	Cable TV installations serving/ crossing the site e.g. Cable & Wireless etc.	❑ Refer to 2:3 2:6 and 2:9. ❑ There are television / communication equipment / cables present within the block.
2.9	T.V. aerials/ satellite dishes on properties included in the scheme	❑ The Principal Contractor will need to take care when moving ladders and carrying out work to the properties so as not to disturb any T.V. aerials/satellite dishes and cables which may require protection/relocation as necessary.
2:10	Buried telecommunications serving/ crossing the site.	❑ Refer to 2:3. ❑ The flats are served by telecom equipment, junction boxes and cables distributed within risers and proprietary trunking systems, cables may be clipped to duct covers on communal landings. There are underground cables serving the blocks.
2:11	Overhead telecommunications serving/ crossing the site.	❑ The Principal Contractor will need to take care when moving plant and equipment around the site, there are low level telephone cables in and around the area, consideration should be given to temporary relocation if required. ❑ Extensive Telecommunication transmission / receiving equipment is present on Shackleton Court roof and to a lesser extent on the remaining blocks, information will be provided in the contract documents, an assessment of each location will be required prior to undertaking work in areas where there may be exposure to radio frequencies and systems may have to be isolated/ shut down in order to undertake parts of the works. ❑ The Principal Contractor must liaise with the Telecoms Operator as necessary on any Health Hazards /Risks from Radio Frequency Radiation and any exclusions zones which may be in operation, or to organise temporary shutdowns of the system to allow works to progress. ❑ The Contract Administrator will supply all available information.

2:12	Access to the site, and restrictions on access to the site for deliveries of materials, cabins, labour etc.	❑ Refer to Item 2:1 and site location plans. ❑ Access to the blocks is mainly from Scotland Hall Road and Amos Avenue via Briscoe Lane and Culcheth Lane. ❑ All personnel & visitors to the site are required to sign in with Avro hollows TMO office, located at 1A Lancaster Court before entering the blocks. ❑ Access into blocks is via concierge controlled sliding and swing gates with fob access and intercom system. ❑ Access to the lift motor room is via an entrance door on the top landing by a very narrow vertical ladder with restricted access. Materials can be transported into the plant room via double hatches in the top floor lift lobby ceiling. ❑ The Principal Contractor will need to carefully consider the arrangements for delivering materials and equipment to the site. ❑ There is limited spare land around the blocks for locating compounds. ❑ The Principal Contractor will need to carefully consider the arrangements for delivering materials and equipment to the site. ❑ The Principal Contractor must give due regard to the close proximity of other occupied houses, roads and footpaths to the properties in this scheme. ❑ Roads and pathways to be kept clear at all times, in particular disabled access ramps and access to other properties and businesses. ❑ The Principal Contractor is to ensure that resident's and Emergency Vehicle access routes are maintained at all times. ❑ The Principal Contractor should give due regard to the possibility of extra traffic during the school term therefore all deliveries should have a 'Banks Man' present during the busy periods. ❑ Careful consideration needs to be given to how materials, especially heavy or awkward loads, are to be delivered to the individual "Points of Work" where there is restricted or only pedestrian access, alternative mechanical handling of bulk or heavy awkward loads should be considered as opposed to manual handling all the materials. ❑ Additionally, some traffic calming measures around the estates will be encountered, such as Speed bumps and Chicanes, it should be noted that access and parking maybe difficult at times. ❑ The Principal Contractor should give due regard to the possibility of extra traffic during the school term therefore all deliveries should have a 'Banks Man' present during the busy periods.

2:13	Special health problems from materials in existing structures that are to be demolished or refurbished, any fragile materials that require special safety precautions or instability problems, e.g. asbestos, lead, structural defects etc.	❑ Refer to Contract Documentation. ❑ The work initially involves removing defective render systems and pinning back by trained rope access technicians, above areas of public access. Where there is a danger of materials or equipment falling from height, safe manned exclusion zones will be required below the work areas, the contractor may have to apply for permits to temporarily close footpaths as required. ❑ Tool/ equipment lanyards should be used as part of your safe system of working, where there is a danger of materials or equipment falling from height. ❑ The Principal Contractor should ensure compliance with the Joint Fire Code (where applicable) as may be stated within the contract documents, please refer to Fire Prevention on Construction Sites: The Joint Fire Code published by the Fire Protection Association (FPA) and HSG168 Fire Safety in Construction for further information. ❑ The Principal Contractor must carry out a suitable and sufficient Project Fire Risk Assessment in co-ordination with the Client and the Principal Designer with liaison with the Local Fire and Rescue Service as required. ❑ In undertaking the Fire Risk assessment, the Principal Contractor must take account of the flammability of the materials used in the existing external wall insulation system, when determining what General Fire Precautions will be required in the deconstruction process and any temporary Fire precautions that will be required in relation to any exposed flammable surfaces. Please refer to HSE guidance for inspectors Managing Fire Risks during Cladding & Insulation Replacement on Tall Buildings. ❑ The Principal Contract will need to liaise with site management and adhere to any Emergency Plan in place detailing actions to be followed in the case of any foreseeable incident that may occur at this site /installation. ❑ A copy of the Asbestos survey information for this scheme will be included in the Contract Documents. Additional surveys may be required to areas which may not have been accessed, these inspections may be required once the scheme starts on site and the Principal Contractor may need to coordinate their activities with Manchester Housings Asbestos Compliance Officer / survey consultant to ensure a sufficient level of asbestos survey information is available for the works to be carried out safely. ❑ No works to be undertaken until the Contract Administrator, CDM Advisor, Principal Designer and Principal Contractor have considered the contents of the asbestos report and any implications on the works to be undertaken. ❑ Where asbestos containing materials have been identified, it is imperative that the Principal Contractor ensures that a suitable and sufficient risk assessment and plan of works (method statement) is prepared before undertaking any work to or work likely to disturb any asbestos containing materials identified.

		❑ The Principal Contractor should have procedures in place (including emergency procedures) for dealing with suspected asbestos containing materials discovered during the works. ❑ Work to certain asbestos containing materials such as insulating board may only be undertaken by a Licensed Asbestos Removal Contractor after notification to the HSE. ❑ Where a contractor is competent and equipped to carry out minor non licenced asbestos works as identified, copies of relevant training records and plans of work should be forwarded to the Contract Administer as requested, prior to carrying any work likely to disturb asbestos containing materials. ❑ Should the Principal Contractor suspect the presence of asbestos or other hazardous materials in any other location likely to be affected by the works, then work in that area must cease, the area protected and the Contract Administrator must be contacted for further advice? ❑ It is essential that the Principal Contractor ensures that adequate information, instruction and training has been given to those of his employees including those of his contractors, who are or who are liable to be exposed to asbestos, and to those who supervise such employees, so that they have the necessary skills and knowledge to enable those persons to carry out such work in accordance with the Control of Asbestos Regulations 2012, and to identify any possible asbestos containing materials uncovered by the works. ❑ Lead and materials containing lead in the form of lead water pipes, old paint finishes, flashings etc, may be encountered whilst carrying out the works. Should the Principal contractor suspect the presence of lead, then a suitable risk assessment and method statement should be prepared to ensure for its safe removal and disposal. ❑ There are basements to some of the blocks which are liable to flooding, the extent of the basement or whether there are services installed or any other hazards present isn't known at this time. If the Principal Contractor needs to access this area to carry out any works then contact the contract Administrator before proceeding. This area should be classed as a confined space until further information comes to light. ❑ Prior to carrying out any alterations/ dismantling of the existing structures etc. The Principal Contractor must ensure that the existing structure has been assessed by a competent person, and ensure that any dismantling work is carefully planned and carried out by competent persons to avoid any unplanned structural collapse. ❑ A competent person should decide the method and design of all temporary supports necessary. Temporary support provided must be designed, installed and maintained to withstand all foreseeable loads. ❑ All penetrations to compartment walls/ floors etc. must be appropriately fire stopped, please refer to contract documents /specifications for further information.

2:14	Existing ground conditions, e.g. gross instability, possible subsidence, old mine workings, land contamination, etc.	❑ Consideration must be given to the effects of loads imposed by mast climbers / scaffolding / working platforms/ plant etc. prior to work starting on site. ❑ When carrying out any excavation work on site, it is possible that contractors may expose hot spots of ground contamination evident by colour, residue or odour. The contractor should contact the Contract Administrator for advice and ensure that any contaminated soil is appropriately dealt with according to current guidance.
2:15	Existing traffic restrictions to site and surrounding area, e.g. one way street, narrow road, etc.	❑ See item 2:12 and refer to site location plan for details. ❑ There are speed bumps to some surrounding roads. ❑ The Principal Contractors attention is drawn to the fact that there are a large number of busy main roads supplying access to these properties. Therefore, movement of personnel and materials will require careful consideration. ❑ The Principal Contractors attention is drawn to the fact that the roads around this scheme are typically narrow with a high degree of on street parking; roads must not be obstructed by contractor's vehicles. ❑ The Principal Contractor must adhere to any traffic restrictions encountered, there is a 20mph speed limit imposed around some of the roads around this estate. ❑ Due to the narrowness of site roads, cautions to be observed when reversing, parking, and moving plant and traffic around the site / area. ❑ Principal Contractor must give due regard to the presence of a high level of school children and pedestrians around the estate, especially during the school holidays. ❑ Contractor's vehicles must not be allowed to park on pavements or grassed areas.
2:16	Access for emergency vehicles to site, properties included in site area and properties affected by the site.	❑ To be kept clear at all times.
2:17	Ease of delivery, and preferred times of delivery.	❑ The Principal Contractor may need to phase deliveries to minimise disruption and obstruction of roads and pathways. ❑ Refer to relevant contract documentation for standard working hours. ❑ Wherever possible, deliveries should be avoided at school opening/closing times, lunchtime, "rush-hour", etc.

2:18	Other local factors.	❑ **<u>Social Survey</u>** to be discussed and available information to be provided by the Client. ❑ The Contract Administrator will make inquiries to determine if there is any tenant/resident, stakeholders' related factors that may impact on how the works are planned/managed on site. ❑ Areas that may be covered are: - ➢ Disabled persons, ➢ Elderly persons, ➢ Persons with health problems, ➢ Persons with non English speaking languages ➢ Possible violent residents / neighbours. ➢ Businesses/Traders stakeholders in the area. ❑ All which may have an impact on the Principal Contractor's / Subcontractor's safe systems of work and method statements. **Such factors may include: -** ❑ Potentially aggressive/difficult tenants, neighbours/stakeholders. ❑ Tenants with particular health or mobility problems that may be exacerbated by the works. ❑ Residents, stakeholders, residences and local businesses that maybe effected by the works, e.g. noise, traffic, dust and debris. ❑ Any other works that may already be underway, that may impact on this Contract ❑ Tenants/residents with hearing difficulties or who are visually impaired. ❖ ***The above list is not exhaustive and the Client will provide advice on any specific issues at the pre-contract meeting.*** ❑ The Principal Contractors attention is drawn to the fact that the surrounding areas may have been subject to incidences of crime and disorder. ❑ You are advised to give this matter serious consideration when determining your overall philosophy to health and safety matters associated with the contract. ❑ **The Principal Contractor must take steps to ensure that any personal data supplied will be kept secure at all times and protect against unauthorised or unlawful loss or disclosure.** ❑ The Principal Contractor must ensure that all personnel engaged on this scheme adopt a high standard of customer care at all times. ❑ Please refer to Manchester Housings Customer Care brief for further information.
3:0	❖ **Available drawings.**	
3:1	The following drawings are included with the tender documents/schedule of works.	❑ Please refer to contract documentation for information.
3:2	Existing health and safety files/ maintenance manuals/ drawings from previous schemes.	❑ Health and Safety Files are available for this block, available and relevant information will be provided on request.

4:0	❖ **Design details.**	
4:1	Significant health and safety hazards in existing structures either included in works or in vicinity of works.	❑ Please refer to item 2:13 ❑ Working with asbestos **(Please refer to item 2:13).** ❑ Telecomm equipment/ supplies on roofs. ❑ Working in close proximity to operational lift equipment and plant. ❑ Health hazards associated with fibrous/irritant products, such as wall insulation. ❑ Lone working and Working in confined spaces, including below ground, plant rooms, lift shafts, under floors and in roof spaces ❑ Falls from heights and materials falling from heights. ❑ Safe working platforms should be established for working at height allowing for suitably adequate working floor space and edge protection. ❑ Dermatitis caused by contact with cementitious coatings/sealants. ❑ Hand-arm vibration syndrome and repetitive strain injuries (RSI) as a result of excessive use of hand held tools. ❑ Manual handling injuries due to heavy loads (WRULD's and lower limb disorders). ❑ Serious or fatal injury as a result of reversing vehicles on site. ❑ Laceration as a result of contact with sharps (glass etc) and subsequent infection of wounds (in particular; Hypodermic Needles). ❑ Serious burns from hot works i.e. cutting/grinding, welding, soldering and working with bitumen etc. ❑ Electrocution (Fatal injury) /shock or serious burns from contact with power sources. ❑ Potential health hazards due to exposure to chemicals, cleaning agents, and cement /concrete admixtures. ❑ Skin burns and dermatitis caused by exposure to concrete/cement and plaster products. ❑ Fatal/serious injury due to contact with live services. ❑ Fatal/serious injury and or serious burns from fire or explosion. ❑ Crush injuries as a result of handling etc., heavy and awkward loads/objects. ❑ Potential health hazards due to exposure to UV & RF Radiation. ❑ Potential hazards due to working at height in particular Lightning Protection.

4:2	Significant health and safety hazards, sequences of assembly/ works that cannot be avoided or designed out, for which detailed method statements may be required, e.g. asbestos removal, working at heights, paint removal, etc.	❑ **Detailed Risk Assessments and subsequent method statements may be required to cover the following areas.** ❑ Provision and use of all lifting / access systems, including arrangements for compliance with the Lifting Operations and Lifting Equipment Regulations 1998 (**LOLER**) and the Provision and Use of Work Equipment Regulations1998 (**PUWER**) in particular to the use and installation of working platforms, equipment. ❑ Working at heights, including provision of edge protection /scaffolding /mast climbers/ material hoists etc. ❑ Materials and equipment etc. falling from height, suitable and sufficient edge protection and other control measures must be incorporated into this scheme including the provision of protected walkways/ exclusion zones as necessary or required. ❑ Removal and general fire precautions/ protections necessary in respect of exposed flammable products used in the existing EWI system. ❑ Scaffold access and egress systems e.g. the use and number of stair towers etc. that may be required. ❑ Location and isolation of existing services. ❑ Protection of live services. ❑ Control of noise & vibration. ❑ Control of dust and debris, in particular when grinding/cutting or drilling masonry. ❑ Mechanical/Manual handling of heavy and awkward loads ❑ Working in communal areas, including maintenance of safe access / egress for tenants. ❑ “Needle Stick” procedure. ❑ Removal of waste materials. ❑ Protection of building employees, visitors and members of the public, segregation of the works, provision of signs, barriers and lighting to building and skips, fencing etc. ❑ Provision of personal protective equipment (PPE). ❑ The use of all portable hand-held equipment. ❑ Working with asbestos. ❑ Electrical supply/installation. ❑ Provision of temporary electrical supply. ❑ Storage of LPG/flammable substances. ❑ Hot works including torch on felt systems, soldering or welding. ❑ A risk assessment/method statement for deliveries of materials, in particular to reversing vehicles on site.

		❑ Welfare facilities and first aid provision. ❑ Health hazards associated with vermin/ pigeon waste. ❑ High rise working in respect of lightning, wind and inclement weather especially in the transporting of materials etc. outside the block. Refer to contract documentation, schedules of work and any identified design residual risk, when preparing risk assessments and method statements.
5:0	❖ **Hazardous Construction materials.**	
5:1	There may be materials and substances that have, or may have, to be used in the works, and are identified as potentially posing special health and/or safety hazards during the project. The Principal Contractor for their control should develop appropriate safety measures.	❑ The Principal Contractor is required to make assessments for all substances and/or materials governed by the Control of Substances Hazardous to Health Regulations 2002 (**COSHH**), and any other more specific legislation. ❑ The Principal Contractor is advised to refer to all relevant published guidance including Codes of Practice and recommended methods of safe working. ❑ In addition to the above, please note that the following materials/substances are considered by the designer to be potentially hazardous, and may be governed by the COSHH Regulations and any other more specific legislation. ➢ Paints including masonry paints, primers, fungicidal washes. ➢ Cement & Gypsum based products. ➢ Mastic & Sealants, Glues and Adhesives. ➢ Bitumen products. ➢ Paint and Timber preservatives ➢ Concrete and additives. ➢ Etc.
6:0	❖ **Site-wide elements.**	
6:1	Location, size, type and layout of temporary site accommodation to be provided throughout the execution of the works.	❑ The Principal Contractor is to ensure that suitable and sufficient welfare facilities are provided in accordance with schedule 2 of the CDM Regulations 2015. ❑ Appendix 1 and 2, Welfare requirements are for guidance only. ❑ Careful consideration will have to be given as to the location and number of facilities that will be provided. ❑ **All Welfare Facilities are to be provided throughout the Construction Phase.** ❑ The Principal Contractor is required to provide details of their Welfare proposals in their Construction Phase Plan, including where necessary the layout of the proposed compound area and welfare set up. ❑ Where a Manchester Housing or other property is used for site office and welfare facilities, the Principal Contract may have to upgrade / alter the existing facilities to ensure adequate welfare facilities are provided and allow for reinstatement as necessary.

6:2	Location of unloading and storage areas for plant, materials, etc., e.g. local depot to be used, storage to be on site in secure cabins, etc.	❑ Deliveries and the like will need to be phased to ensure storage facilities are not overburdened.
6:3	Traffic and pedestrian routes in and around site area.	❑ To be maintained clear and safe at all times. ❑ Adequate signs and or barriers are to be strategically placed warning of/ protecting from the works in progress.
6:4	Waste disposal.	❑ The Principal Contractor is required to provide details of their waste management proposals in their Construction Phase Plan. ❑ Waste to be removed daily. Detailed proposals required for daily control and disposal of waste. ❑ Special consideration needs to be given to the removal & safe storage of potentially flammable materials which may be removed from the block. ❑ Details of the registered waste carrier and registered waste disposal contractor, and evidence of the validity of licenses will be required as part of the contract documentation. ❑ Special consideration needs to be given to the removal of Hazardous Waste that is identified such as asbestos containing materials or lead etc. ❑ When managing skips on a daily basis, the Principal Contractor will protect them if they cannot be removed at the end of the working day. ❑ It is up to the Principal Contractor to; ➢ Provide lockable skips ➢ Locate skips within a secure compound area. ➢ Temporarily, but securely, cover the skip. ➢ Erect a suitably robust protective screen around the skip. ❑ The contractor's obligation is to manage their use, protection and time scales while on site, in order to prevent and minimize disruption or potential hazards within the community.
7:0	❖ **Overlap with clients undertaking.**	
7:1	The following operations will continue during construction, e.g. tenant occupation, maintenance works, estate management functions, etc.	❑ The properties within the scheme will be tenanted throughout the duration of the contract. Maintenance works and estate management functions, etc, will also be in operation. ❑ The Principal Contractor is to ensure that all areas of the works are to be securely cordoned off, preventing unauthorised access, and that suitable signs, and barriers and lighting are provided clearly warning of the Principal Contractors activities. ❑ The Principal Contractor may have to cooperate and coordinate their work activities with other Contractors working in the area, to ensure safe working on site and programming of the works to avoid conflict. ❑ Please also note with regard to compliance with Section 17 of the Crime and Disorder Act 1998 in respect of preventative measures being incorporated into this scheme, to assist in helping to prevent incidents of crime and anti-social behaviour within the local community.

7:2	Working in tenanted properties.	❑ The properties will be occupied throughout the course of the works. ❑ The Principal Contractor when organising or undertaking risk assessments and determining safe systems of work, must take full account of any residents particular needs, especially in respect of any emergency procedures that may be required, such as fire etc. that may be necessary, for example due to mobility or health implications where a personal emergency evacuation plan may be required. The Principal Contractor must contact the Contract Administrator for advice in these situations prior to undertaking works in those properties. ❑ Appropriate measures must be taken to protect tenants and other residents and members of the public from operations resulting from the works. ❑ Access to be arranged to void properties via the Contract Administrator.
7:3	Restrictions on times for carrying out the works.	❑ Refer to the relevant Contract Documentation for the works. No works permitted outside stated times without prior approval.
7:4	Restrictions on access to the site and specific areas of the site e.g. access to communal entrance areas to be maintained at all times, etc.	❑ The Principal Contractor should refer to items 6:3 & 7:2 ❑ Parking areas for emergency vehicles and parking bays for disabled person's vehicles to be left clear at all times. ❑ The Principal Contractor must contact the City Council and apply for any necessary permits where a Scaffold encroaches or projects over the highway or for a temporary closure of the footpath. Safe walking zones must be provided at ground level.
7:5	Any other restrictions on the carrying out of the works e.g. works to be phased, planning restrictions, etc.	❑ Refer to the relevant Contract Documentation for the works. ❑ The Principal Contractor is requested to review the necessity of any specific rules for this particular scheme and put forward any recommendations in the Construction Phase Plan. ❑ The Principal Contractor is particularly requested to review the requirements of the Crime and Disorder Act 1998, and to ensure that all operatives, including contractors, are made aware of its provisions and ensure that on site conditions are regularly supervised to ensure compliance.
8:0	❖ **Site Rules.**	
8:1	Site Specific Rules.	❑ Refer to Contract Documentation for general rules - Principal Contractor to develop specific rules in the construction phase plan.

8:2	Emergency procedures to be followed on site, including names of nominated First Aid officer.	❑ Principal Contractor to provide detailed proposals with respect to fire, first-aid and any other emergency arrangements deemed appropriate. ❑ The Principal Contractor where required must take account of all local management arrangements & procedures that are in place when carrying out works in communal areas, for example in common areas of sheltered or high rise blocks. Especially in respect of fire, waste and other emergency procedures. ❑ The Principal Contractor where necessary as identified on risk assessments must have appropriate fire-fighting, detection, warning measures and other general fire precautions in place, adapted to the particular work activities taking place and that nominated competent persons are appointed to implement all such measures as identified. ❑ Emergency exits, routes must be kept clean & clear at all times and ensure that on site conditions are regularly supervised to ensure compliance.
8:3	**Emergency telephone numbers.** Police, Fire, Ambulance. Nearest Accident & Emergency Hospital Nearest Police Station. Nearest Fire Station. Electricity Northwest. National Grid (Gas). United Utilities (Water). Health and Safety Executive. Site Managers Office. Contract Managers Office. Contractor's 24-hour emergency №.	**Principal Contractor to complete list below.** ➢ **.999** ➢ . ➢ . ➢ . ➢ . ➢ **.0800 195 4141** ➢ **.0800 111 999** ➢ . ➢ **.0161-952-8200.** ➢ . ➢ . ➢ .
9:0	❖ **Project liaison provisions**.	
9:1	Procedures for dealing with contractors design works, and the health and safety implications of any design work of this type.	❑ All works with an element of contractor's design including temporary works, must be considered for adverse health and safety implications by the Contract Administrator, & Principal Designer & Client CDM Advisor. ❑ All design information must be forwarded to the Contract Administrator, & Client CDM Advisor and Principal Designer well in advance of commencement of that particular work activity on site.
9:2	Procedures for dealing with unforeseen eventualities during project execution resulting in substantial design change and which might affect resources.	❑ Principal Contractor must report directly to the Contract Administrator, Client CDM Advisor and Principal Designer of any changes to or proposed deviations from the drawings and specification. No work of this nature may proceed without the written authority of the Contract Administrator. ❑ In developing the Construction Phase Plan the Principal Contractor should make allowance in the plan for anything deemed to be relevant that has not at this stage been brought to their attention. ❑ All works shown as Provisional Sums may only be commenced when written instruction is issued by the Contract Administrator, once the Contract Administrator, Client CDM Advisor and Principal Designer have considered all Health and Safety implications

9:3	Health and Safety file.	❑ The Principal Contractor is required to provide copies of all relevant information to the contract Administrator in an electronic format for inclusion in the Health and Safety File throughout the course of the works. ❑ On completion of the scheme the Principal Contractor is required to supply any additional information as requested by the Principal Designer and/or Contract Administrator / Client CDM Advisor to enable the Health and Safety File to be finalised. ❑ Record or 'as built' drawings and plans used and produced throughout the construction process along with the design criteria; ❑ General details of the construction methods and materials used; ❑ Details of the structure's equipment and maintenance facilities; ❑ Maintenance procedures and requirements for the structure; ❑ Manuals produced by specialist contractors and suppliers which outline operating and maintenance procedures and schedules for plant and equipment installed as part of the structure; ❑ Details on the location and nature of utilities and services, including emergency and fire-fighting systems. ❑ The Principal Contractor must provide details to the Contract Administrator, Client CDM Advisor and Principal Designer at practical completion, where any work to asbestos containing materials has been carried out under this scheme, including addresses, locations, type and quantities of material, removed or encapsulated, copies of all certification and to include information on any asbestos containing materials not identified within the original asbestos survey report

Appendix 1 - Welfare facilities (Guidance only).

Minimum welfare facilities to be provided throughout the construction phase.	Maximum number of persons expected to be working on site at any on time.		
	1-5	6-25	26-50
Heated shelter.	Yes.	1 No.	1 No.
Drying room for clothes.	Yes	1 No.	1 No.
Facilities for heating food, e.g. Boiler Rings.	Yes	1 No.	1 No.
Drinking water.	Yes.	Yes.	Yes.
Hot water.	Yes.	Yes.	Yes.
Washbasins	1 No.	2 No.	3 No.
W C' s.	1 No.	2 No.	3 No.
Urinals (men only.)	1 No.	1 No.	2 No.

Appendix 2 - Notices (Guidance only).

Minimum requirements for display of statutory notices/records on site. (will vary depending on the nature of the works)		
Construction Phase Plan.	Resuscitation poster.	Traffic management Plan.
F10.	Emergency phone numbers.	Asbestos Reports, guidance & Posters
Employers Liability Certificate.	Waste Management Plan	Flammable Substances Poster.
Accident Book (B1510).	Safety posters.	Skips/Permits and signs.
First Aiders Name.	COSHH Assessments.	First Aid Box Location.
H&S Law Poster (ISBN 9780717663149).	Working at Height Inspections (Schedule 7).	LPG Safety Poster
Plant & equipment inspections & records.	Excavations Register	Utilities Service Plans

Pre-Construction Information

Casey Group Ltd
Rydings Rd,
Rochdale
OL12 9PS

Avro Hollows
RIBA Stage [3/4]

Document Number
12732-AEW-XX-XX-HS-A-8001

Revision
P02

Issue
S0 (For Comment)

Status
Tender Issue

Issue Date
28/02/2024

Prepared By
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Date
28/02/2024

Checked By
David James

Date
28/02/2024

PREAMBLE

I. Objectives of the Pre-Construction Health & Safety Information Pack

The Pre-Construction Health & Safety Information Pack provides relevant information about the site and project and identifies key Health & Safety issues to highlight the perceived risks which must be considered in planning, managing, monitoring and co-ordinating the work on the project by those who may be involved in the project, either in design, surveys or construction work. Any appointed Principal Contractor or Contractor must draw up a Construction Phase Plan setting out the health and safety arrangements to ensure that construction work is carried out, so far as is reasonably practicable, without risks to health or safety.

Note that this is an early revision, and it can be updated when further information or surveys become available.

II. Explanation of the Pre-Construction Health & Safety Information Pack (PCIP)

This is the Pre-Construction Information currently in the Client's possession and must be issued, in compliance with the requirements of Regulation 4(4) of the CDM Regulations 2015, to every Designer and Contractor appointed or being considered for appointment to the project, to enable them to carry out their duties under CDM 2015.

Pre-Construction Information means information in the Client's possession or which is reasonably obtainable by or on behalf of the Client, which is relevant to the construction work and is of an appropriate level of detail and proportionate to the risks involved, including information about the project; planning and management of the project; health and safety hazards, including design and construction hazards and how they will be addressed. There is no existing health and safety file for the site.

The PCIP identifies the potential hazards and key health, safety and environmental issues for consideration, to inform early investigations and enabling works. This information must be reviewed by every designer when preparing or modifying designs and reviewed by any Principal Contractor or Contractor appointed or being considered for appointment to ensure that construction work is carried out, so far as is reasonably practicable, without risks to health or safety.

III. The Construction Phase Health & Safety Plan (CPP)

The way in which the construction phase will be managed and the arrangements for managing the significant health and safety risks associated with the construction phase of a project must be set out in writing in the Construction Phase Health & Safety Plan. This plan should outline the health and safety arrangements, site rules and specific measures concerning any work involving particular risks and the organisation and arrangements that have been put in place to manage risk and co-ordinate the work on site.

The topics that need to be addressed when developing the Construction Phase Plan are shown in Section 2 of this PCIP (referencing Appendix 3 of L153 Guidance on CDM Regulations 2015). Where other available documents address these issues appropriately, the plan may refer to them; the information does not need to be repeated.

Often the design and preparation for later work is not complete at the start of the construction phase. Nevertheless, the plan for the initial phase of the construction work must be prepared before any work begins. It should also address later activities that will require careful planning. It may only be practical to address such activities in outline form before work starts.

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1.0 PROJECT DETAILS

Document Title	Filename	Date of Issue
Project Directory	**12732-AEW-XX-XX-PDD-A-003-P02-Project Directory**	18/09/2023
Project Brief	40494 Newton Heath Multis PROJECT BRIEF 2.0	15/02/2023
Programme	Avro Hollows draft program safety works and main scheme v7 30.01.2024 91 weeks	30/01/2024

1.1 Project title + location

Newton Heath, Croydon Drive (Avro Hollows) Retrofit and Recladding

The proposed work site is situated at:
Lancaster, Lincoln, Dobson and Shackleton Towers
& Underhill Walk and Audax Walk
Croydon Drive
Newton Heath,
M40 2NG

1.2 Construction project key dates:

Design Stage:
Planning application: 11/01/2024, consent granted : determination date 15th March 2024
Technical design: 30/03/24
Tender: N/A

Construction Phase – based on Avro Hollows draft program safety works and main scheme v7 30.01.2024 91 weeks
Start on site: 08/05/24
Duration: 91
Anticipated completion date: 04/02/26
Mobilisation in weeks: 5 weeks

F10 issue: F10 will be issued prior to start of works.

The permitted core working hours will be typically:
Monday to Friday 08:00 to 18:00
Saturday, Sunday and Bank Holidays by arrangement to meet programme demand.
Additional hours are permitted subject to conforming to the local authorities' noisy work restrictions and with prior arrangement.

2.0 DESCRIPTION OF PROJECT

2.1 Project title + location

Newton Heath, Croydon Drive (Avro Hollows) Retrofit and Recladding

The proposed work site is situated at:
Lancaster, Lincoln, Dobson and Shackleton Towers
& Underhill Walk and Audax Walk
Croydon Drive
Newton Heath,
M40 2NG

2.2 Scope of works + construction programme

APPENDIX A | CLIENT BRIEF

2.3 Scope of Works

Overall Project

Description

Lancaster, Lincoln, Dobson and Shackleton Towers are four residential high-rise blocks in Newton Heath which would appear to date back to the 1960's. They are 15 storeys high and appear to be mostly identical although this would require verification. There are then two low rise terraced units along Croydon Drive.

Proposal

The improvement works propose to deliver fabric first measures to improve the energy efficiency of the buildings including double-glazed windows, EWI system to the external walls with the exploration of enclosed balconies incorporated into the façade and replacing the roof insulation and coverings. The scope may be extended to include a new heating system, including new radiators (replacing the current gas heating system).

Individual Assessments and surveys of each Tower and apartment must be carried out in line with PAS2035 targets with independent design solutions.

Works for this phase will include:

- Site set up including welfare facilities - Welfare area will be located within the existing car parks + compounds
- Setting up traffic management system
- Setting out of protective requirements to existing services (with particular consideration for the Oil Pipeline, HV Cables, Combined Sewer)
- Services Investigations to determine exact current services positions
- Site clearance works & earthworks as necessary
- Emergency remedial works for removal and stabilisation of failed render.
- Setting out and design of temporary works as required
- Stripping off existing EWI system, windows and doors and roof coverings.
- Transportation and erection of piling rig on-site.
- Installation of new services / infrastructure and connections to existing services network / recently laid services – drainage connections.
- General Earthworks & Excavations
- Lighting and signage
- Fit-Out Works including installation of doors, windows, tanks, fixtures and fittings, decorating

3.0 CLIENT'S CONSIDERATIONS AND MANAGEMENT REQUIREMENTS

3.1 Management Arrangements

3.1.1 Planning for & Managing the Construction Work

Casey Group Ltd as Principal Contractor must familiarise themselves with the existing site ground conditions, consider loadbearing capacity for plant etc. in respect of proposed mobilisation, site set up, haul roads etc. They should also give full consideration to the surrounding land uses (adjacent construction works, occupied residential properties, schools, hospital and businesses) and therefore the presence of the public (particularly pedestrian) & commercial traffic working on/around the site; establishing regular dialogue and co-operation when preparing Traffic Management and Emergency Plans.

Casey Group Ltd as Principal Contractor must ensure there is a secure boundary around their site all times to clearly segregate the works from surrounding highway land or residential areas. Site constraints should be identified and fully recorded.

Casey Group Ltd as Principal Contractor will develop and maintain the Construction Phase Plan for these works as appropriate, which will address as a minimum, the recommendations contained within Appendix 3 of the HSE Guidance Document L153 - 'Managing Health & Safety in Construction'. The Construction Phase Plan will be available on site at all times for reference by those carrying out the works, and will be kept under review and regularly updated throughout the works, with any changes notified to the Principal Designer and sub-Contractors.

Casey Group Ltd as Principal Contractor will prepare and maintain a Traffic Management Plan as part of the Construction Phase Health & Safety Plan and ensure the supply chain/employees comply with the TMP and Site Rules.

Casey Group Ltd as Principal Contractor will monitor all work within the site to ensure that the Health and Safety Plan is being complied with and that any control measures identified within the plan are in place and effective. This will be conducted formally on a weekly basis using an appropriate construction site safety inspection checklist and backed up by additional visual inspections as required on a daily basis. The Principal Contractor will carry out full H&S Site Inspections/Audits using a suitably qualified Construction H&S Professional (either in-house resource or external consultant).

Above all, the key duty of Casey Group Ltd as Principal Contractor is to properly plan, manage and monitor construction work to ensure that, so far as is reasonably practicable, it is carried out without risks to health and safety. Casey Group Ltd as Principal Contractor must comply with the duties placed on all Contractors under the CDM Regulations 2015: Any Client representative e.g. Project Manager, Designer, Principal Designer, Regional Safety Advisor, will have the right to request safety information and remedial action as necessary.

Site Specific Health & Safety Objectives

1. Fully comply with site Traffic Management and Site Rules in and around site. Safety of the public and pedestrians is paramount - full pedestrian segregation and adequate consideration of non-construction traffic where required. Refer to Section 3.1.5 for safety considerations.
2. Selection and approval of Piling Rigs appropriate to planned operations and associated risks. Extra consideration for pile mat design near tree root protection areas is required. Piling rig selected should be suitable for sloping ground – refers principally to requirements of the heating system should this be included in the contract.
3. Continual liaison with community surrounding the works areas - particularly the residents of adjacent housing and businesses- on a daily basis. Constant access must be maintained at all times. Careful consideration of their needs and co-ordination with them to establish their movements will be vital – refer to Section 3.1.2 and Section 3.1.5 for further details.
4. Permit to Work Authorisation for works in vicinity of live services – full protection to be maintained as required. Protection of overhead cables / workforce from the hazards associated with live/overhead cables required – refer to Section 3.1.4 for further details.
5. Manual Handling – Use mechanical means where possible e.g. fork lift – particularly during site clearance activities.

6. Falls from Height – Consideration required for floor voids where plots have under build. Work from a safe and secure place. Platforms/Excavations all with edge protection. All excavations to be covered / backfilled evenings & weekends to prevent public from falling in – refer to Section 3.1.6.
7. Working in confined spaces – particularly when laying new services infrastructure. Limit time exposure if man entry is required to excavations – refer to Section 2.2.6 and Section 4.3 for further details – to be considered if the new heating system is added to the scope.
8. Work in deep excavations – adequate shoring of ground to excavations required - temporary works design / installation to be carefully considered and controlled on-site - refer to Section 3.1.6 and Section 4.2.2 for further details – to be considered if the new heating system is added to the scope.
9. Close and effective management of lone working activities.
10. Working near a live railway line – consideration that a live railway line runs to the south of the site. All construction work to be undertaken and managed in such a way that no construction materials, machinery or personnel are permitted to cross into the railway demise during the works.
11. Asbestos and other dangerous materials residual within the building – adherence to all current legislation.

Site Specific Environmental Objectives

1. Protection of all wildlife found on site in accordance with legislation, including licences and authorisations being obtained prior to commencement of works.
2. Identification & notification to Site Manager of any unknown / discovered contaminants in accordance with all current relevant legislation.
3. Proper recording of all environmental actions. No burning on-site.
4. Protection of all drainage systems and run-off – consider using advanced silt protection / gully protection measures.
5. Full protection of trees/hedgerows and wildlife habitats
6. Ensure compliance with all Environmental and Ecological Issues noted in the Ecological Reports.
7. Potential for further site specific objectives to be set by the Principal Contractor.

3.1.2 Communication and Liaison between Client and Others

The Principal Contractor is expected to work in co-operation with all project members – particularly CDM Duty Holders to enable them to discharge their duties under CDM 2015. In return, the Principal Contractor can expect to be afforded the full co-operation of the Project Team to allow them to fulfil their duties as a Principal Contractor.

The Principal Contractor should also ensure communication takes place with the following;

- **Utilities Providers** - particularly in relation to the live and overhead services on-site PRIOR to works and reference made to the guidance given for **works within 10m HV electrical cables** and mechanical excavation zones for gas / water pipelines etc.-
- **Principal Designer** - particularly in relation to on-going design including temporary works
- **Geotechnical Consultant** in relation to establishing ground conditions in off-site areas and design of temporary works (especially for deep excavations) – required should (and depending on the type of) the heating system be added to the scope.
- **Civil & Structural Engineer** – particularly regarding construction sequence and design of temporary works
- Other members of the Design & Project Team as required
- **Residents of surrounding area** (particularly the houses directly adjacent to the works areas) – as required – particularly regarding the works and access requirements during off-site works
- **Head Teachers of nearby schools** – particularly in relation to traffic management
- **Ecologist** - in relation to ongoing wildlife and habitat management requirements on site

- **Highways Authority and Local Authorities** - in relation to works to traffic diversions, phased traffic management, carriageways, emergency and rescue, road licences etc.
- Environmental Agency (where appropriate)
- Health & Safety Executive (where appropriate)
- **Monitoring Bodies** particularly where regular visits required

3.1.3 Welfare Provision

Casey Group Ltd as Principal Contractor must provide full welfare facilities in accordance with Schedule 2 of the CDM Regulations 2015 - these facilities MUST be in place prior to construction works commencing on-site.

Welfare and Compound Provisions, including their location, should be detailed in the Construction Phase H&S Plan.

Ideally the location of the compound and welfare facilities should be located within the site boundary, however if located off-site, should be secured and protected as a site area. During periods of non-working, these areas should be secured to prevent unauthorised access. The Principal Contractor should confirm the location of the compound prior to developing the Traffic Management Plan.

Ensure that any site personnel and delivery parking, loading/unloading doesn't impact on adjacent highways or surrounding housing.

Operatives should NOT be permitted to park in off-site areas except for short-term off-loading material requirements (and only where absolutely necessary) - all parking must take place within the designated car park.

3.1.4 Security of the Site

Casey Group Ltd as Principal Contractor must ensure the site is fully secure, with regular monitoring of the perimeter of the works to ensure this is in full compliance with the project requirements - security measures must be in place prior to works commencing on-site.

It is particularly important that the site is completely secured around the boundary to maintain segregation from the local area (particularly residents/children) at all times, with surrounding areas sufficiently separated from the site to ensure that no debris is permitted to fall / or works encroach on the public land.

Casey Group Ltd as Principal Contractor must ensure that individual excavations, ducts, temporary structures etc. are well secured and cannot be accessed by trespassers during periods of non-working (overnight/weekends etc.). Excavations must be fully secured or backfilled prior to leaving site each day.

Any existing footpaths crossing the site must either be closed or diverted with arrangements / notices and licences in place prior to works commencing. It is not acceptable for members of the public to be permitted to walk across a live construction site.

Access to adjacent properties MUST be maintained at all times – given the space restrictions, this must be carefully planned so that full security of the works can be maintained.

A plan of the site boundaries showing locations of adjacent properties is shown in Section xx (hyperlink).

3.2 Client Health + Safety Requirements

3.2.1 Site Hoarding

No specific requirements have been made regarding the site hoarding at this point however, the Principal Contractor must ensure that the site is secured with adequate fencing to ensure the site is segregated from the adjacent highways, public areas and adjacent construction works.

Prior to works commencing, the Principal Contractor must agree the fencing/hoarding materials to be used, so that these co-ordinate with the necessary planning, environmental and marketing requirements for this development.

Any hoarding which is specified must be adequately designed to ensure it is structurally stable – particularly to take account of high winds etc. – and should be regularly inspected to ensure it remains an effective boundary.

Given the close proximity of the site to the existing residential area, there may be sensitivities to consider in relation to the development.

Please refer to Section xx (hyperlink) for details relating to Site Security.

3.2.2 Site Transport Arrangements or Vehicle Movement Restrictions

Casey Group Ltd as Principal Contractor should prepare a Traffic Management Plan prior to works commencing. Full traffic management proposals and site constraints, including segregation of pedestrian and non-construction traffic, and management of flow, should be considered and planned as part of the initial Construction Phase H&S Plan.

The Traffic Management Plan should also show plant/machinery routes, any “no-go” zones on-site, and pedestrian segregation and intended pedestrian routes to and from the compound and working areas. Working zones for machinery etc. should also be shown on the plan.

Provision for managing traffic around temporary structures, weak ground conditions, stockpiles and trees must also be clearly made within the Traffic Management Plan. Particular consideration for moving vehicles/plant around areas with weak ground conditions must be considered.

Plant / machinery / forklifts must not be permitted to oversail any surrounding footpaths, public areas or the adjacent railway line.

The traffic management plan submitted prior to commencement on-site should also show the provision for the installation and operation of the Piling Rig. Consideration of the physical transportation onto and off-site of the Piling Rig must be made at this stage as well, and incorporated into the overall traffic management strategy – required should (and depending on the type of) the heating system be added to the scope.

These measures MUST be incorporated into the Construction Phase H&S Plan prior to works commencing.

In addition to the Traffic Management restrictions outlined in Section 3.1.5, The Principal Contractor should take full account of traffic generated by their activities throughout the course of these works, in particular the movement of delivery and waste removal vehicles along the surrounding residential roads. Full details of Wheel Washing facilities are to be included in the Construction Phase H&S Plan – this should pro-actively prevent mud / slurry leaving site.

Site Layout plan, traffic management/logistics plan, and fire plan should be included in the PCIP when available.

3.2.3 Emergency Procedures

Prior to works commencing, any emergency procedures which impact on the surrounding area (particularly the local residents) must be communicated to the residents to ensure that the site works do not prevent emergency access to them, and that they know exactly what to do in the event of an emergency.

Clear emergency procedures MUST be detailed in the Construction Phase H&S Plan to show arrangements in the event of an emergency, or with regards to personnel working in deep excavations.

Casey Group Ltd as Principal Contractor MUST ensure that all site operatives, visitors & regular third party monitoring/inspecting personnel have a clear understanding of all emergency procedures, prior to being permitted on site – including how to raise the alarm in the event of an emergency.

If raising the alarm involves use of a mobile phone, please ensure mobile phone signal coverage has been tested prior to implementing this as a procedure. These measures must be incorporated into the Construction Phase H&S Plan.

Casey Group Ltd as Principal Contractor MUST provide first aid arrangements, including details of the nearest accident & emergency department and should be included in the PCIP when available.

3.2.4 Fire Precautions

Casey Group Ltd as Principal Contractor is responsible for ensuring adequate fire precautions are in place, and that methods of raising the alarm in case of a fire, are established on site prior to works commencing, with particular consideration given to the alarm being heard in all areas of the site (particularly for workers in trenches / near noisy equipment). This includes a temporary fire strategy to outline how exposed combustible insulation will be protected from ignition prior to removal and sections of the existing render system stabilised prior to removal – refer to render remediation document - 14.12.23 Avro Hollows - Temporary fixing of existing delaminated render system.

The Fire Management Plan must incorporate the requirements of the emergency services to ensure maximum co-ordination in the event of a fire. Measures must be agreed with the Highways Authority with regards to stopping diverting traffic in the event of an emergency / fire situation.

Prior to works commencing on-site, any fire precautions which impact on the surrounding area must be communicated to those parties, especially the residential properties affected by the works. Emergency vehicle access to the site and surrounding properties must be maintained at ALL times.

All fire-fighting equipment should be maintained and inspected regularly and any combustible/flammable materials kept away from sources of ignition i.e. Hot Works etc. All hot works must be controlled by a Permit to Work system – please refer to Section 2.2.5

Casey Group Ltd as Principal Contractor MUST ensure that all site visitors & regular third party monitoring/inspecting personnel have a clear understanding of all fire precautions, smoking restrictions and evacuation procedures before they access the site.

These measures must be incorporated into the Construction Phase H&S Plan.

3.2.5 Permit to Work Systems & Authorisation Requirements

Before carrying out any of the following operations, it is the Principal Contractor's responsibility, to ensure that a valid Permit to Work is raised within their approved system, with the conditions of permit having been properly communicated to the supervisors and operatives directly undertaking the tasks.

It is suggested that permits should cover (but not be limited to) the following, and will include an appropriate risk assessment and method statement;

- Permit to dig
- Excavation entry by personnel (with a monitoring regime forming part of the PtW)
- ANY works in deep excavations – required should (and depending on the type of) the heating system be added to the scope.
- Works to be carried out on, or in close proximity to, live services (isolation & control of existing circuits must be established prior to the permit being issued for works on existing services - works will need to be carried out in liaison with the Utilities Provider)
- Works near water
- Works near the railway line
- Working/operating machinery/excavating near existing underground services,
- Works involving energising or de-energising electrical / gas / water equipment
- Permit to operate / work on a piling rig - required should (and depending on the type of) the heating system be added to the scope.
- Hot works at any stage of the process
- Permit to enter or carry out works within a confined space - with a monitoring regime forming part of the PtW
- Lone working

The Permit to Work Co-ordinator should be the person in sole charge of any authorisation requirements which should be controlled on a day-by-day basis at the very most (an hourly basis may be more appropriate depending on the certain requirements). Permits should NOT be left open for more than one working day at any time.

The Site Manager must ensure that all relevant information such as existing underground services drawings are available for attachment to individual permits, and for properly briefing all involved in the work.

Any perceived shortcomings in the availability of such information should be immediately communicated to the Project Manager and Principal Designer.

3.2.6 Confined Spaces

As Principal Designer we have been made aware of the following potential confined spaces;

- Works in excavations
- Areas surrounding new drainage solutions if entry required (inspection chambers etc.)
- Works required to connect to existing drainage / services infrastructure
- Works inside building areas as they are being constructed

Casey Group Ltd as Principal Contractor must establish emergency procedures and method statements to deal with the testing regime and permitted access to these confined spaces prior to commencement on site. All operatives required to work in confined spaces must be briefed, and must fully understand the relevant method statement and emergency procedures. All operatives working in confined spaces should be issued a Permit to Work (as detailed in Section 2.2.3).

A Permit for Entry into confined spaces should be considered in especially hazardous conditions, and where possible access should be prevented.

Please refer to the Confined Spaces Regulations 1997 and the Approved Code of Practice for Work in Confined Spaces for further information detailing potential confined spaces, including appropriate PPE to be worn and measures to be taken for the various situations.

The HSE Website Confined Spaces (hyperlinks) section may also be useful.

3.2.7 Smoking Restrictions

Since 1 July 2007, England has become smoke-free, making it against the law to smoke in virtually all enclosed public places, workplaces and public/work vehicles.

Casey Group Ltd as Principal Contractor should ensure that the site is run in strict accordance with this legislation.

For more information in regards to smoking restrictions visit www.smokefreeengland.co.uk

3.2.8 Parking Restrictions

All site operatives are to ensure vehicles are parked in designated on-site parking areas only – no vehicles are permitted to park outside these areas – parking MUST NOT take place on public roads.

Car parking areas should be shown clearly on the Traffic Management Plan.

4.0 PROJECT RESTRICTIONS

4.1 Safety Hazards

4.1.1 Site Security

Casey Group Ltd as Principal Contractor should establish Site Security as outlined in Section 2.1.4, with particular consideration given to the adjacent offices, occupied housing, public footpath and adjacent construction works.

The Principal Contractor must remain vigilant to the possibility of trespassers (particularly children/teenagers) trying to gain access to the site.

The Principal Contractor must enforce good housekeeping practices; all materials, plant and tools should be fully secured/supervised when not in use and particularly at the end of the working day, material storage/compound areas should be fully secured to prevent access should there be any unauthorised access to the site.

4.1.2 Surrounding Area Usage & Local Community

Residential & Commercial Area

Casey Group Ltd as Principal Contractor should ensure that they establish good communication links with the local residents prior to works commencing on-site .

As part of the Traffic Management Plan, the Principal Contractor should ensure that the eventual plan takes full consideration of the nature of the traffic within the estate and on the surrounding roads, and make sure that the works (and crucially waste leaving site) do not interrupt local businesses/residents or the adjacent businesses.

Casey Group Ltd as Principal Contractor should consider issuing leaflets to all households and businesses informing them of the nature of the works and site safety/traffic management procedures. Particular attention should therefore be given to the issue of children accessing the site and the potential hazards associated with playing on a construction site.

A member of the Site Team should be made available as the Liaison for the local residents and businesses.

Local Schools

There are several schools within a 1km radius of the site Casey as Principal Contractor must therefore consider the possibility of children potentially accessing the site and must strictly enforce good housekeeping practices as detailed above in Section 3.1.1..

In line with procedures for developments, it will be necessary to keep communication links with the school and therefore the Principal Contractor should establish contact with the Head Teachers as soon as possible. Liaison from the site should take place regarding the works, construction site safety issues, traffic management during construction works, school programme (significant flow of traffic/activities which could have an effect on construction works) and any other issues relevant to the close proximity of the school to the site.

Above all, every Contractor on-site must remain vigilant to the possibility of young persons accessing work areas.

Personnel Authorised to Works on Live Services

Casey Group Ltd as Principal Contractor must ensure that any works on / around live services are carried out in accordance with a Permit to Work System, which must be established prior to works commencing.

All Contractors who are authorised to work on live services must strictly follow the conditions of the Permit to Work System and any specific requests from Casey Group Ltd as Principal Contractor – the Utilities Company responsible for laying the apparatus and facilitating the connections will have to be treated as any other Sub-Contractor and must not be permitted to work out with Casey's systems and Construction Phase H&S Plan.

Casey Group Ltd as Principal Contractor MUST demonstrate that they understand that the H&S and CDM liability for any works on services within the site, lies with Casey Group Ltd as Principal Contractor - and therefore the Site Manager has a right to refuse entry to site / works being carried out if not satisfied with approach, Method Statements/Risk Assessments etc. of any sub-Contractor (including utilities companies).

Prior to works commencing on site, all permits and licenses must be in place with the relevant parties/authorities, as it is the responsibility of the Principal Contractor to be satisfied that these licenses and permits are in place and valid for the working period. All operatives must fully comply with the requirements of those licenses at all times.

Additional Considerations for Services

Services information has been shown on the drawings provided to date, however the Principal Contractor must remain vigilant to the possibility of unrecorded services on/around the site which may be connecting to nearby properties.

It is a key responsibility of Casey Group Ltd as Principal Contractor to ensure that any services connected to nearby buildings or other facilities are not disconnected or interfered with without due notice. This is particularly important relating to the adjacent residential areas and the businesses affected by the works - from a safety and commercial point of view.

Casey Group Ltd as Principal Contractor must ensure this is clearly established, with procedures for dealing with disconnections as required – ensure these are clearly communicated with all Utilities Operatives and surrounding residents / businesses (where necessary) if there are any circuits which cannot be fully isolated.
Prior to works commencing, Casey Group Ltd as Principal Contractor must be satisfied that all services are located and protected, and confirm that all services have been isolated. The Principal Contractor should also provide a Protocol / Method Statements for dealing with unidentified and unknown service positions in the Construction Phase H&S Plan.

Casey Group Ltd as Principal Contractor must;

- Clearly identify the location of all services on site and to the carriageways and surrounding environment
- Communicate with the local public utilities to ensure that no services are interfered with, without due cause; consider a "Dial-Before-You-Dig" arrangement.
- Ensure work areas are made safe/services isolated before excavation/works commence to a particular area of the carriageway.
- Strictly control access to these work areas to authorised/competent personnel only; a Permit to Work system should be considered and strictly controlled & managed by The Principal Contractor.

- Ensure that on completion of works, work areas are again made safe and excavations not left open/unprotected/unattended.

- Ensure compliance with HSE Guidance Note;

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Services investigations (including testing for live services) must be carried out before any works are undertaken on the site.

Casey Group Ltd as Principal Contractor should ensure that all available information relating to services is gathered and considered prior to any works commencing.

5.0 TRAFFIC MANAGEMENT

Access to the Phase 2 site will be via the overall site entrance off Scotland Hall Road. The site vehicle access has automated gates controlled by an off-site concierge.

Croydon Drive is the name of the access road within the estate boundary – privately agreed speed limits to be observed. As the estate contains resident car parking and zones for building maintenance, the Principal Contractor will agree a site set up plan including areas of plant, contractor parking etc with the Client and relevant resident organisations.

Scotland Hall Road and Amos Avenue will be shared with residential and commercial traffic accessing the nearby residential properties and businesses.

Scotland Hall Road is a single carriageway road and is subject to a 20mph speed limit between Briscoe Lane access junction and Amos Avenue. After this the speed limit remains 20mph although varies further down Briscoe Lane.

There are several schools in the locale, namely the Briscoe Lane Academy, accessed via the main roads around the site and in the surrounding area – therefore there can be an expected increase in traffic volumes around school opening and closing times.

- All vehicle movements on-site should have sufficient space allowed within the site boundary for the required movements – so that the only vehicle movements outside of the secured area are vehicles entering and leaving the site.

- It is recommended that construction vehicles are restricted from moving outside of the site boundaries unless absolutely necessary. A banksman should be used for all reversing vehicles – including forklifts. The Principal Contractor must carefully plan for managing vehicle movements on the site, showing due consideration for separation of plant, machinery and pedestrians and resident / members of the public vehicles – please refer to Section 2.2.2 for further details.

- Particular consideration should be given for moving vehicles/plant around areas with existing slopes, graded ground and underground services must be considered.

- Signage is recommended in order to restrict traffic (vehicular and pedestrian) to areas where excavation / lifting operations are being carried out. Ensure barriers set out to prevent pedestrian movement in working zones.

It is highly recommended that the Principal Contractor implements a procedure on-site where any operatives driving a dumper MUST wear seatbelts at all times, preventing the driver being thrown from the vehicle in an overturning incident.

Public safety and vehicle safety are of paramount importance during these works and as such the Principal Contractor's Traffic Management Plan must take all precautions necessary to protect members of the public for the duration of the works.

Access to the properties immediately adjacent to the works area must be maintained at ALL times – with safe pedestrian access & emergency access – communication with these parties is essential in the planning of arrangements.

As the works are taking place adjacent to a number of occupied residential properties, businesses and is in close proximity to several schools, all plant/vehicle operators are to remain vigilant to the very strong possibility of children/young adults moving close to their areas of work and the Principal Contractor should liaise with the school head teacher and local business owners to avoid any disruption as a result of site traffic.

With regards to the nearby schools, all construction traffic must be aware of the access needs of teachers, parents and students and ensure that adequate safety signage, road markings (as required) and pedestrian segregation is implemented. It would be prudent to ensure deliveries are made out

with peak school periods, to ensure maximum pedestrian safety. Regular liaison with the school is highly recommended to ensure that traffic management can be appropriately and safely managed.

It is recommended that clear signage is placed as early as possible on the roads to ensure correct procedures are followed and that deliveries to the site are accurately routed – recommend notifying these procedures when placing orders for materials. Signage recommended restricting traffic (vehicular and pedestrian) access to areas where excavation / lifting operations being carried out. Ensure barriers set out to prevent pedestrian movement in working zones.

- Known services exist beneath the overall development site and the carriageways surrounding the site (notably HV Cables, MP Gas Main, Oil pipeline, Sewer & Water Mains) – ensure that vehicles used to carry out works do not impact the services (check bearing capacity / vehicle weight & tonnage etc.).
- Please refer to Section 3.1.4 for further details on Existing Services.
- **As the works may involve piling, the traffic management plan should also show the provision for bringing a piling rig onto site, and for operations and traffic management while the rig is present on-site. The effects of vibration on surrounding areas and any existing underground services should be assessed prior to these works commencing.**
- In planning for this phase of works, the Principal Contractor must ensure that all points of access to the works areas and development site should be fully secured prior to works commencing. Furthermore, the presence of pedestrians around the works areas must be actively considered on a daily basis, with regular checks of the boundary being carried out. Any diversions / closures necessary for the rights of way must be investigated prior to works commencing – **it is not acceptable to have members of the public crossing a live construction site.**
- There are several significant trees & hedges situated adjacent to the works areas. Precautions must be taken when vehicles are moving around the site and within the vicinity of the trees. Full tree protection requirements must be put in place PRIOR to works commencing – refer to Section 3.3 for further details.
- Due consideration must be given to the surrounding area, particularly with regards to deliveries and/or waste trucks leaving the site.

  Road Cleaning and Wheel Wash proposals MUST be included in the Construction Phase H&S Plan to ensure that dirt/waste, from site vehicles, does not impact on surrounding roads. Gully bags should be fitted to prevent silt run off into existing drainage systems.
- **Deliveries / waste trucks / movement of large vehicles should be scheduled to avoid busy periods where possible.**
- Casey as Principal Contractor must ensure that the public highway is kept clear at all times and is to develop proposals within the Construction Phase Health and Safety Plan relative to maintaining access to the site, including access for fire and emergency services.

Prior to commencing works, Casey as Principal Contractor must prepare a comprehensive Traffic Management and Emergency Plan, giving due consideration to designated segregated pedestrian routes, crossing points and normal traffic flows and deliveries with a view to ensure workforce/vehicular segregation. Casey as Principal Contractor will carefully consider all elements identified above when preparing the Traffic Management Plan and establish measures to deal with deliveries and site traffic, particularly with regard to normal traffic associated with the surrounding road usage.

6.0 HIGH-RISK CONSTRUCTION ACTIVITIES – GENERAL

Specific risks for each project

Lifting / Piling Operations

Applies should operations connected with potential Ground Source Heat pump bore field or other relevant works be added to the scope of works.

For all lifting / piling operations, the Principal Contractor should ensure that the weight and nature of the load is fully understood to ensure that the correct plant is ordered for carrying out the operation. A lifting plan will be required for each operation. **The movement of excavators with grabbing equipment / attachments constitutes lifting operations and should be adequately considered in the Construction Phase H&S Plan.**

A suitable working base is required for the lifting / piling equipment, with sufficient space to fully deploy any outriggers and for the movement of the material to/from the site to the final resting place of the material to be lifted / used. Ground loading capabilities must be established prior to preparing the working base – please refer to Section 3.1.3.

Casey as Principal Contractor should ensure that trees, existing buildings surrounding the site, and traffic routes are considered in the planning of all lifting / piling operations (particularly oversail).

Furthermore, in areas around existing services there may be plant weight restrictions and some works accessing the site may have to be discussed with the utilities companies prior to their use.

Casey as Principal Contractor must also be able to demonstrate that suitable checks and systems are in place to prevent personnel stepping into the working zone of all machinery (particularly when in operation) – physical barriers are strongly recommended.

Lifting operations must be carried out in accordance with LOLER (Lifting Operations & Lifting Equipment Regulations 1998).

Forklifts

When using forklifts on this site, the following considerations are required:

- Interaction with adjacent site traffic, local traffic & other on-site traffic
- Members of the public and non-construction vehicles (limit use off-site)
- Oversail of the carriageway, footpaths, railway and local buildings surrounding site
- Manoeuvring and use around trees
- Placing of forklift and loads near excavations
- Limit use in uneven / marshy / soft ground
- Security when not in use – keys must be removed by the driver whenever left
- Loading issues – understanding the capabilities of the forklift AND the ground bearing conditions
- Topography of site – uneven ground
- Pedestrians accessing surrounding areas (residential buildings particularly)

Manual Handling

As manual handling may be involved in the handling of heavy / awkward materials, kerbstones, manhole covers and drainage materials, etc., the Principal Contractor should ensure that a Method Statement is prepared prior to carrying out manual handling operations.

In accordance with the Manual Handling Operations Regulations (1992), the Principal Contractor should develop work methods which try to eliminate the need for manual handling, and where there is no alternative, safe work methods must be used so far as is reasonably practicable, following an assessment of risk.

The Principal Contractor should provide site operatives with the necessary training, toolbox talks and induction procedures in basic safe manual handling techniques.

Lone Working

Given the fairly widespread nature of these works, it is possible that situations may occur where operatives are required to work in isolation. The Principal Contractor must include their management and operating procedures, to ensure that all operatives are accounted for, as part of the Construction Phase Health & Safety Plan - ***if these involve the use of mobile phones, the PC must ensure that mobile phone service is adequate across the site.***

It is recommended that strict signing in and out procedures are implemented, to ensure that all operatives can be accounted for, with additional measures implemented as appropriate for works being undertaken in specific locations.

Excavating & Working in Excavations

Applies should operations connected with potential Ground Source Heat pump bore field or other relevant works be added to the scope of works.

As deep excavations may be required - should any excavations require man entry, contaminants, ground stability, support requirements, ground gases and ground waters should all be monitored regularly, and controlled through a Permit to Work System – please refer to Section 2.2.5. Where man entry to excavations cannot be avoided, support requirements, confined spaces and gas build up **must** be considered prior to any man entry (although should be avoided as far as possible).

Method Statements detailing the works on a step-by-step basis, including working procedures, temporary works and special emergency procedures should be prepared and approved prior to excavations being carried out. The Principal Contractor must plan and control trench wall support and must also consider pumping out excavations in periods of inclement weather.

Barriers and working zones should be established around excavations to ensure machinery cannot undermine the stability of the excavation, or potentially topple over into the excavation. **Excavations must be covered or backfilled overnight and at weekends, to protect members of the public from falling into them and injuring themselves, should there be any unauthorised site access.**

If excavating close to live services, the Principal Contractor should prove the position of all services through the use of Cable / Pipe locating devices (e.g. CAT Scans/PAS Surveys) prior to commencement, and should also consider employing a 'Dial Before You Dig' system with the Utilities Providers – please also refer to Section 3.1.4.

Significant Noise & Vibration

Significant levels of noise & vibration are regularly generated by construction activities, which can cause a reasonably significant risk to the residents of surrounding housing, and are also likely the main source of complaints from neighbours **– identifying this as a risk (either nuisance or safety) is recommended as early as possible to ensure complaints can be dealt with effectively.**

All plant and equipment should comply with the Control of Noise at Work Regulations 2005.

As far as practicable, methods for reducing noise levels by the use of attenuation materials or similar should be specified in the CPHSP, and remain in place throughout the works. Specifically, the Client requires the following:

- Comply with the recommendations of BS 5228: Part 1, Clause 9.3 for minimising noise during the execution of the works.
- Noise levels from the works are to be kept to a minimum
- Fit all compressors, percussion tools and vehicles with effective silencers of a type recommended by manufacturers of the compressors, tools or vehicles.

- Do not use, or permit employees to use, radios or other audio equipment in ways/at times which may cause nuisance.

Prior to works commencing, the Principal Contractor must assess anticipated noise levels and clearly specify these, along with a working procedure to reduce noise levels during particularly noisy works, in the Construction Phase H&S Plan.

Significant Dust Generation

Dust generation can also be significant during construction activities and is often a main source of complaints from neighbours. As the site is in a residential area, please ensure that damping down and dust mitigation procedures are specified within the Construction Phase H&S Plan and are enforced throughout the works.

Procedures to deal with loose materials (damping down/covered in windy conditions etc.) and dust levels should be monitored and recorded through the Principal Contractor's site inspection process.

All work areas should be well ventilated to prevent dust build up, and dust should be minimised during cutting operations of blocks etc. by ensuring use of equipment with on tool water suppression.

A procedure for dealing with complaints should also be specified in the Construction Phase H&S Plan – all complaints received at site should be notified to the Site Manager as soon as possible, to ensure that the Principal Contractor / Developers can maintain good relations with the surrounding neighbours as far as possible.

7.0 EXISTING SITE INFORMATION

File are located in folder:
P0000000_Project_Name\02_Existing_Site_Information

Document Title	Filename	Date of Issue
Existing Use		
Site Appraisal		
Site Information		
Schedule of Surveys and Investigations		
Ground Investigation Report		
Contamination Investigation		
UXO Risk Assessment		
Tree Survey		
Site Services Survey		
Drainage CCTV Report		
Archaeological Survey		
Ecological Surveys		
Flood Risk Assessment		
Geotechnical Survey		
Topographical Survey		
Truck Swept Path Survey		

7.1 Asbestos

All asbestos removal works must be undertaken under controlled conditions in accordance with the Control of Asbestos Regulations 2012. The Principal Contractor shall ensure that Asbestos removal works are carried out by competent and adequately trained operatives in accordance with the current law. The Principal Contractor must also have in place a protocol for dealing with potential ACMs during the works that are not listed or fully identified within the reports.

Document Title	Filename	Date of Issue
Asbestos Register		
Asbestos Refurbishment and Demolition Survey		
Clearance Certificates		

8.0 PROPOSED BUILDING INFORMATION

File are located in folder:
P0000000_Project_Name\03_Proposed_Building_Information

Document Title	Filename	Date of Issue
Design Assumptions and Principles		
Site Logistics and Access Plan		
Boundaries and Access		
Architect		
Design and Access Statement		
Drawing Schedule		
BIM Model		
Drawing Package		
Structural Engineer		
Drawing Schedule		
BIM Model		
Drawing Package		
Civil Engineer		
Drawing Schedule		
BIM Model		
Drawing Package		
MEP Engineer		
Drawing Schedule		
BIM Model		
Drawing Package		
Mechanical Engineer		
Drawing Schedule		
BIM Model		
Drawing Package		
Electrical Engineer		
Electrical Engineer's Drawings		
Fire Protection		
Fire Alarm		
Plumbing Engineer		
Drawing Schedule		

BIM Model		
Drawing Package		
Specifications		
Documents Schedule		
BIM Model		
Specification Schedule		
Risk Management Strategies		
Access and Maintenance Strategy		
Glass Replacement Strategy		
Plant Replacement Strategy		
Elemental Replacement Strategy Report		
Fire Strategy		

9.0 MAIN UTILITY SERVICES INFORMATION

File are located in folder:
P0000000_Project_Name\04_Main_Utility_Services

9.1 Water

In this section please detail the location of main control valves for water.
Provider Name:
Address:
Telephone:
Email:
Website:

9.2 Location of water main

Location of Water Main drawing files are located in folder:
P0000000_Project_Name\04_Main_Utility_Services\04.1_Water

Water Supply		
Utility Provider: United Utilities		
Document Title	**Filename**	**Date of Issue**
Water Runs Survey	Water_Runs_Survey.pdf	10/04/2019
Disconnection Certificate	Water_Disconnection_Certificate.pdf	20/04/2019

9.3 Any other water pipes crossing the site

Files are located in folder:
P0000000_Project_Name\04_Main_Utility_Services\4.1_Water

Water Supply		
Utility Provider:		
Contents	**File Name**	**Date of Issue**

9.4 Gas

In this section please detail the location of main control valves for gas.
Provider Name:
Address:
Telephone:
Email:
Website:

9.5 Location of gas main

Location of Gas Main drawing files are located in folder:
P0000000_Project_Name\04_Main_Utility_Services\04.2_Gas

Gas Supply		
Utility Provider:		
Contents	**File Name**	**Date of Issue**

9.6 Any other gas pipes crossing the site

Files are located in folder:
P0000000_Project_Name\04_Main_Utility_Services\04.2_Gas

Gas Supply		
Utility Provider:		
Contents	**File Name**	**Date of Issue**

9.7 Electricity

In this section please detail the locations of mains switch for electricity.
Provider Name:
Address:
Telephone:
Email:
Website:

9.8 Location of electricity main supply

Location of Electricity Main drawing files are located in folder:
P0000000_Project_Name\04_Main_Utility_Services\04.3_Electricity

Electricity Supply		
Utility Provider:		
Contents	**File Name**	**Date of Issue**

9.9 Any other electricity cables crossing the site above or below ground

Files are located in folder:
P0000000_Project_Name\04_Main_Utility_Services\04.3_Electricity

Electricity Supply		
Utility Provider:		
Contents	File Name	Date of Issue

9.10 Telecommunications

In this section please detail the location of telecommunications.
Provider Name:
Address:
Telephone:
Email:
Website:

9.11 Location of telecommunication main supply

Location of Telecommunications Main drawing files are located in folder:
P0000000_Project_Name\04_Main_Utility_Services\04.4_Telecoms

Telecommunications Supply		
Utility Provider:		
Contents	**File Name**	**Date of Issue**

9.12 Any other telecoms cables crossing the site above or below ground

Files are located in folder:
P0000000_Project_Name\04_Main_Utility_Services\04.4_Telecoms

Telecommunications Supply		
Utility Provider:		
Contents	**File Name**	**Date of Issue**

9.13 Sewers

In this section please detail the location and connection of the fowl drains to the main sewer and rain water discharge to the main drains outside the building.
Provider Name:
Address:
Telephone:
Email:
Website:

9.14 Location of main sewer head

Location of Main Sewer Head drawing files are located in folder:
P0000000_Project_Name\04_Main_Utility_Services\04.5_Sewers

Sewers		
Utility Provider:		
Contents	**File Name**	**Date of Issue**

9.15 Any other sewers crossing the site

Files are located in folder:
P0000000_Project_Name\04_Main_Utility_Services\04.5_Sewers

Sewers		
Utility Provider:		
Contents	**File Name**	**Date of Issue**

10.0 PROCEDURES FOR REVIEW OF PRE-CONSTRUCTION INFORMATION

This document forms part of the Contract documents, and any changes to the document as a result of further relevant information becoming available, will be forwarded to all parties.

The Principal Contractor and design team shall continue to liaise with the Principal Designer during the works.

The Principal Designer may check that whoever is instructing the design team has ensured provision of all necessary information to enable the design to take into account other works and other design elements in selecting the most appropriate options when modifying the design.

10.1 Systems and Distribution

This is a 'live' document and shall be updated and re-issued at the conclusion of each RIBA Pre-Construction Stage.

The following procedures shall apply to ongoing design development by the design team, together with the Contractors Design Portions associated with the permanent and temporary works:

- Principal Contractor and design team to continue to liaise with the Principal Designer during ongoing design.
- If design elements are to be modified, the Principal Designer shall be notified immediately before modifications are actioned.
- The Principal Designer may check that whoever is instructing the design team has ensured provision of all necessary pre-construction information to enable the design to take into account other works and other design elements in selecting the most appropriate options when modifying the design.
- Each modification shall be developed on the basis of hazard identification and control measures regarding buildability, usability and maintainability, together with subsequent demolition and dismantling.

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- Each modification of design shall be submitted in sufficient time to permit proper consideration of health and safety.

11.0 FORMAT OF THE HEALTH AND SAFETY FILE

The Health and Safety File is a document that contains all available project specific information including any residual risk information for the maintenance and future deconstruction of the structure.

The file includes available information or reference to information on the design, materials used in construction, As Built information.

Supplemental information can be appended to the file relating to operating and maintenance manuals.

The Principal Contractor is expected to co-ordinate the provision of all sub-contractor and supplier information ensuring, as far as possible, that it is obtained at the appropriate time and is project specific.

All information should be made available to the Client and Principal Designer, in the form of the Health and Safety File.

The Health and Safety File contents and process for collating the information is currently under discussion. Process to be confirmed.

12.0 ARRANGEMENTS FOR CONSTRUCTION PHASE DESIGN + DESIGN CHANGES

12.1.1 Procedure for Notification of Construction Phase Design (including Temporary Works) and Design Changes

Any design changes during the construction phase, including the design of temporary works sequence, fall within the scope of CDM 2015 and as such these should be notified to the Principal Designer prior to their installation / construction on-site.

The full permanent design team must have the opportunity to review proposed design changes and construction phase design to ensure that these co-ordinate with the permanent solutions (particularly when designing temporary works) and the construction methodology proposed in the initial Construction Phase H&S Plan. The Principal Contractor should ensure that a Design Co-ordinator is named within the initial Construction Phase H&S Plan (which should also cover responsibility for overseeing Temporary Works Design) who should be the main point of contact and have responsibility for notifying the Principal Designer of proposed design changes.

A fully detailed procedure for assessing design and temporary works design changes should be included within the Construction Phase H&S Plan, clearly showing who has responsibility for this and how it will be co-ordinated and controlled during the Construction Phase.

The Principal Contractor should also ensure that the implications for the safety of those on-site and affected by the works is fully considered in all construction phase design and amend the Construction Phase H&S Plan to suit this.

Please ensure any design changes are notified to the Principal Designer. Any proposed designs should be circulated to the whole Design Team, prior to their installation on-site.

Contact details of all Design Team members can be found in Section 1.4 of this PCIP.

Temporary Works

Temporary works is a widely used expression in the construction industry for an “engineered solution” used to support or protect an existing structure or the permanent works during construction, or to support an item of plant or equipment, or the vertical sides or side-slopes of an excavation, or to provide access. The construction of most types of permanent works will require the use of some form of temporary 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.
- Equipment/plant foundations
  - supports, anchors and ties for construction hoists and mast climbing work platforms (MCWPs), groundworks to provide suitable locations for plant erection, e.g. mobile cranes.

Appendix 6

Plant / Machine Operators Certification

Evidence of Competency

Appendix 7

Traffic Management Plan

KEY

S — STORAGE CONTAINERS STORAGE ZONE AND OR SHIPS

SO — SITE OFFICE / WELFARE/ MANGERS OFFICE, CANTEEN DRYING ROOM WCS

Z — Scaffolding zone

Exclusion zone formed with 2.1m high heras fending

P — protected zone with heras fencing

Flow of vehicles

SG — Site operative gate/ visitor gate

VG — Edging auto sliding vehicle gate

Construction traffic warning signs & speed limit signs

DELIVERY docking station

GK — MANNED GATE KEEPER HUT

Banksman Zones

X — Fire Assembly point

f — FIRE FIGHTING STATIONS

FIRST AID STATION

STN3

STN4

STN5

STN6

Temp parking B

Temp parking

Temp parking A

PG

VG

GK

Fire Assembly point

X

RE

PROJECT

Avro Hollows

Traffic Management

Date

March 2024

Scale

NTS

Dwg. No.

Rev.

Appendix 8

Hot Works

PERMIT TO WORK

CONTRACT	Contract No.
	Permit No.

		Part 1
1. Name of Company		
2. No. of men involved		
3. Precise nature of work to be carried out		
4. Precise location of operation		
5. Special Hazards		
6. Safeguards to be observed		

Provided all the above are complied with, you may proceed to Part 2

Part 2

This permit is valid from: Time……hrs Date……

Until: Time…..hrs Date…… by which time work must cease and the area made safe

Signed: ……

Time: ……hrs Date: ……

Part 3

ACCEPTANCE

I accept the responsibility for ensuring that I and all operatives under my control will comply fully with this Permit to Work

Signed…….. for……..

Time……hrs Date……..

Part 4

CLEARANCE

I hereby declare that work detailed on this Permit has been completed or stopped and the area left safe. All persons under my control have been withdrawn from the area.

Signed…… for……..

Time……hrs Date……

Part 5

I hereby declare this Permit cancelled.

Signed……..

Time……..hrs Date……..

Appendix 10

Clients Existing Fire Strategy