Prepared by;		
Paul Bingham	[redacted]	Rev 3 30/07/2026
Print Name	*Signature*	*Date*
Role	Managing Director	

Checked by (optional)		
Ian Heginbotham	[redacted]	21.09.2026
Print Name	*Signature*	*Date*
Role	Project Manager	

Accepted on behalf of Client's Representative		
Print Name	*Signature*	*Date*
Role		

Construction Phase Plan

Castlefield Viaduct Truss Box & Beam End Repairs.

CLIENT:

National Trust

Controlled Copy Number

Unique No: 6432/03/CPP

PRINCIPAL DESIGNER

Arup

This document is the property of Vertical Access Ltd, the Principal Contractor for the project.

It shall not be reproduced in whole or in part, nor disclosed to a third party, without the permission of the document owner.

The responsibility for the work operations, health, safety and environmental management of the project works rests with the Company.

The acceptance of a Construction Phase Plan on behalf of client does not in any way absolve the company from that accountability and responsibility for the project and the requirements to meet its statutory responsibilities.

The CPP will include an environmental management plan [EMP] and a contract quality control plan [CQP] where appropriate.

CPP Review

The CPP should be reviewed at least every 3 months. For projects of less than 3 months duration then the CPP should be reviewed at least once during the Contract. Any changes made (excluding appendices) should be noted below:-

Review Date (**dd/mm/yy**)	**Reviewed By**	**Signature**	**If changes made please state revision no** (***Changes described below***)

CPP Changes

Date	**CPP**	**Section No.**	**Changes made**

Communication of the CPP

This Project CPP has been communicated to me and I am aware of my duties with regards to its successful implementation.

Name	Signature	Title	Date

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CONSTRUCTION PHASE H&S PLAN

1 Introduction

1.1 Purpose of the construction phase plan

1.1.1 This Construction Phase Plan describes how the work, health and safety risks associated with the project shall be identified and managed by Vertical Access Ltd [VAL] acting as the Principal Contractor throughout the construction phase. It has been compiled using pre-construction information provided by the Client, which can be found in the contract computer folder AA 3.1 and is listed in section 1.2.

1.1.2 The Plan shall be used to guide the reader through all the policies, objectives, people, responsibilities and documentation relevant to the project. These are based on UK Law and regulations applicable to the works.

1.1.3 The specific roles and responsibilities of the Client, Principal Designer, Designer(s) and Principal Contractor, including when and how they are undertaken and discharged are in accordance with the Construction Design & Management Regulations 2015.

1.2 Pre-Construction Information

The CPP is based on the following pre-construction tender & post tender stage information provided by the Client and Principal Designer:-

NT Policy Documents

Land Ownership Map 29.01.25

Bat Survey Report UG922 – Sept 2021

Bat Interim Survey UG922 – August 2024

Preliminary Ecological Appraisal - April 2021

Note: these and any additional client supplied documents maybe updated

2 Planning for Construction

2.1 Project Specific Health & Safety Goals

- To fully comply with all legal requirements, national standards and codes of practice
- To work safely and aim to have zero accidents or incidents
- To comply with the planned safe systems of work.
- To adhere to our site rules and monitor their relevance and application

- To raise the awareness of workers personal involvement in behavioural safety

Client Aims & Objectives

The National Trust has set out the following standards and expectations which through the collaboration and cooperation of the consultants and contractors appointed to the undertake the works at Castlefield Viaduct will ensure so far as reasonably practicable we:

- *Maintain and promote the core values of the National Trust*
- *Work in conjunction with the National Trust to meet the Requirements set out in the Climate &*
- *Environmental Management System [CEMS].*
- *Operate in accordance with the NT Guidance for Building [construction] work CDM 2015*

The Company will also focus on the following:-

Prevent accidents and ill health and promote well-being for everyone directly involved in the contract work and anyone who may be affected by it.

Treat occupational health issues with the same priority as safety and environmental issues.

Achieve a reduction in HS&E risk and impact through design, by identifying options and evaluating them taking HS&E fully into account.

Prevent environmental incidents.

Maintain regulatory compliant projects with all applicable legislation, planning conditions, consents, licenses, and permits complied with.

Optimise positive and minimise adverse impacts on land, water, noise and air quality through safe design and safe site practices.

Reduce waste through design and good practice. Maximise the re-use and recycling of material arising during material removal, remediation, and construction.

Minimise carbon emissions, and optimise the opportunities for efficient water use, re-use and recycling and the identification of sourcing and use of environmentally and socially responsible materials.

To develop and maintain a competent workforce within the company and our supply chain base.

2.2 Project Description and Programme Details

2.2.1 Project Location

Site address and post code	Castlefield Viaduct NT Garden Via Red Rose St, off Albion St, Manchester M3 4LG
Compound w3w reference	N/A

2.2.2 Project Description

The scope of works are as follows

Vertical Access Ltd has been appointed by the National Trust to undertake cleaning, inspection and repairs to specific truss boxes and transverse beam ends of the viaduct.

In order to facilitate these works a Letter of Intent [LOI] has been issued and agreed between the parties to allow for base chord & truss box cleaning and drainage, inspection & measurement of the truss boxes and other works.

This LOI appointment follows on from a tender process for the main [enabling] repair works which has yet to receive funding.

The contract administrators will be Stace LLP.

The designers will be Arup and have also been appointed as Principal Designer under the CDM Regulations.

The systems of control and co-ordination set out below are based on those that have been used to successfully deliver works in a spirit of close co-operation and mutual assistance between the parties.

The LOI works will take place during normal hours with barriers below the work sites to mitigate the risk of falling objects affecting pedestrians and to work within the constraints of the roads, private land, Network Rail & Metrolink infrastructure. The works on Span 1 & Span 2 will be subject to the agreement of Network Rail and approval of a specific set of RAMS.

The works will be undertaken in a manner to ensure that the structure users [NT personnel] will not be inconvenienced or significantly affected by the works.

Industrial rope access, work restraint & mobile elevated work platforms MEWPs will be used as the main methods of access which will ensure that the security of the structure is not compromised, minimise the operational footprint and minimise the global risk (relative to scaffolding).

2.2.3 Project Start, End Date and Working hours

Stage	Start date	End date
Documentation	26.06.2026	31.07.2026
Land Access Agreements LOI	03.08.2026 or as agreed	11th September or as agreed
LOI Works Spans 2- 8	03.08.2026	11th September or as required
LOI works Span 1 Rail	TBC with NR	TBC
Construction – Main Works	TBC post Arup Re-design	TBC
Working Hours	08.00 hrs- 17.00 weekdays	

Site Works

LOI Works

- Base Chord, draining, clearing & drainage holes
- Truss box measuring and inspection
- Arup Inspections

Main Contract Works

- Transverse Beam End Repairs
- Truss Box Repairs

.

2.2.4 Project Stages

The key construction stages for this project are:

Stage (Activity) Description	Start date	End date	RAMS Ref:
Dilapidation survey with National Trust	Upon main contract award		TBC
Site mobilisation	03.08.26	04.08.26	5008
Site works LOI Spans 2-8	05.08.26 No works 10-14th August	11.08.26	5008
Site works LOI Span 1	TBC with NR	TBC with NR	5008 Span 1
Site works Main Contract	TBC – post Arup design & NT Award	TBC	
Site de-mobilisation & clearance	TBC	TBC	

2.3 Services and Isolation Points

In association with these works the following services shall be located and identified / protected

Service	Location of services and isolation point(s)	Planned date for services survey
Metrolink	*Submission of RAMS & Blue Form. Daily contact with Metrolink Control to ensure they know when we are working & when off site. This allows their drivers are aware of the works being undertaken.*	*Blue Form in place*

Service	Location of services and isolation point(s)	Planned date for services survey
Railway Network Rail	*Site meeting held with Network Rail to review interface & ensure they and their drivers are aware of the works being undertaken. Subject to further discussion, site visits & agreement*	*RAMS 5008 Span 1 to be issued*

2.4 Access Restrictions

Location	Details
Access to the garden car park via entrance from Albion St [Red Rose St]	Barrier before the car park – access number/card will be required from Manchester Central Exhibitions – In Place
Access to MCC area below spans 1-4	Access through Duke St & Castle St. Bollards lock numbers/keys required to get into the areas below the viaduct spans 3 & 4. Traffic management may be required around Spans 1-2 – **In place**
Events or other unscheduled changes	Castlefield Bowl Manchester Music events Laughrama – 29th Aug to 9th Sept & other dates TBC Access for vehicles through MCCCL barriers not possible on any dates advised by them through the Traffic Light CQ26 system Note. Such limitations of access will not affect the delivery of the works but vehicles will need to be parked elsewhere or left in the site compound [for example - welfare van] and access to Area 7 & Kenworthy will be restricted.
Access to car park areas spans 2,-3 & 5-8	To be agreed with Landowners agents & car park franchise owners see Appendix A – in process

2.5 Asbestos

Asbestos maybe present in some parts of the viaduct – VA personnel are trained in Asbestos Awareness and will take samples for testing by a UKAS testing laboratory.

2.6 Plant Movements & Interfaces

The following are the main plant items for the contract and their principal movements and the personnel responsible for planning their delivery, operation, maintenance and collection.

Plant	Name	Project Role
VA tools and equipment	John Wyatt	Depot manager
	Ashley Peake	Site Project Manager
MEWP	Ashley Peake	Site Project Manager

MEWPS will not over sail the tramway or overhead equipment.

2.7 Temporary Works

Name	Role	Project Role
Ian Heginbotham	Rope Access Manager & Project Manager	Design castellation area access where MEWP or conventional rope access cannot provide safe access & rescue
Andy Shortt	Technical Director	Review and approval of TWD
Ashley Peake	Site Project Manager	Site checks of TW
Carl Jones	Site Works Supervisor LOI	Site Checks of any TW notably those agreed for Span 1 with Network Rail

2.8 Construction Phase Plan Review

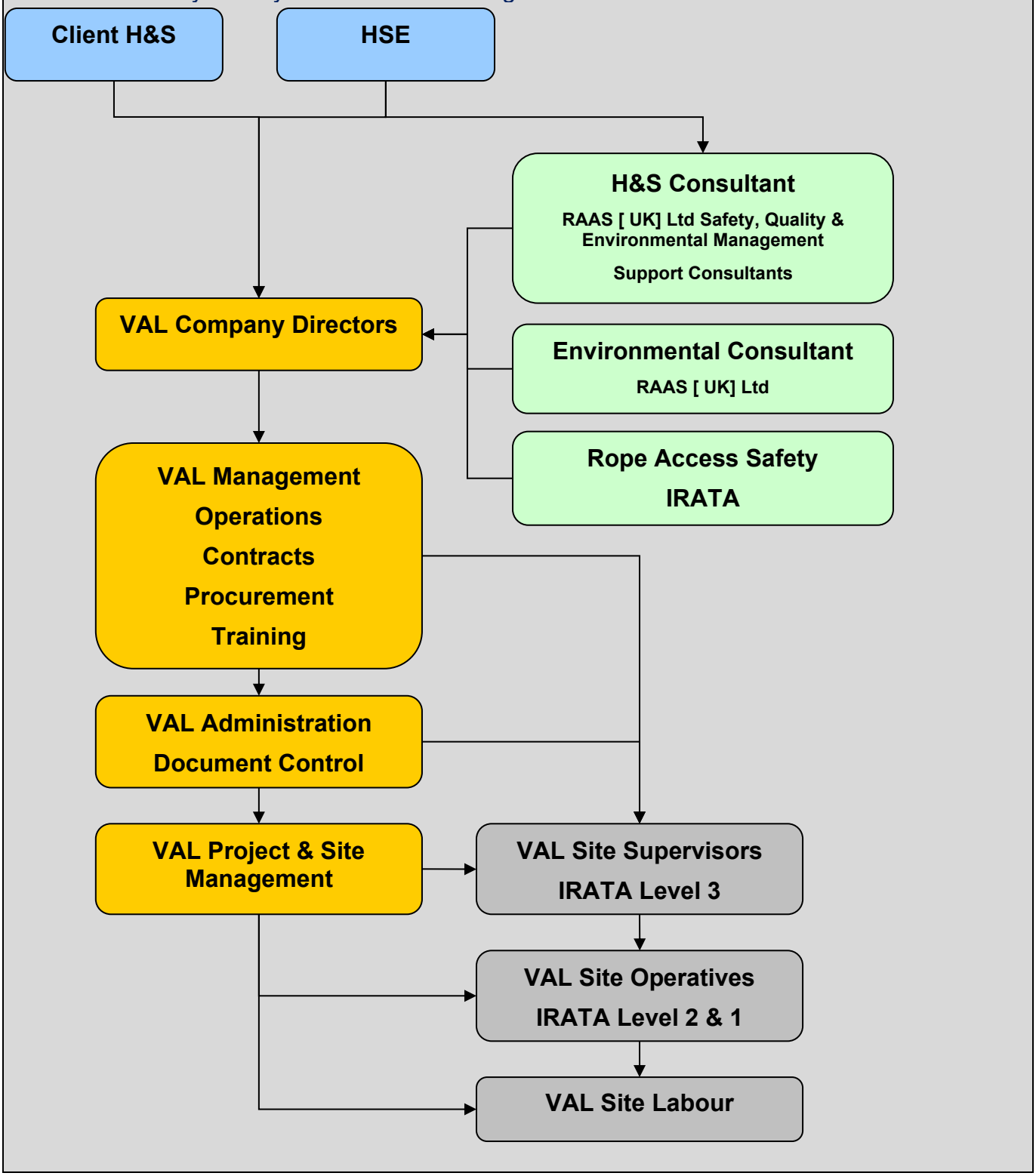
The CPP shall be reviewed by the Project Director, Project Manager and Site Project Manager at least every 3 months or where the project is less than 3 months in duration at least once during the project.

Reviews shall also be undertaken when there has been a change in work scope; change in key personnel; new hazards have been identified; as a result of findings of inspections or audits requiring changes to risk control measures; or following the investigation of any health and safety events requiring changes to the risk control measures.

All significant changes shall be approved by a VAL Director and advised to the Principal Designer & Client.

3 Working Together

VALM-101 Safety Quality & Environmental Organisation Chart



3.1 Changes to Key Personnel

VAL will notify the Client & Principal Designer regarding any planned changes to key personnel involved in the project.

3.2 CDM Appointments & Notifications

The project has been assessed against the requirements of the Construction Design & Management Regulations (CDM) 2015. The following have been appointed under the CDM Regulations:

Client:	National Trust
Client's Representative:	Nichola Jacques
Principal Designer:	Arup
Principal Designer's Representatives:	Greg Hardie
Designer(s):	Arup
Primary contact for the Design Organisation:	Greg Hardie
Principal Contractor:	Vertical Access Ltd Unit E211 Warmco Industry Park Mossley OL5 9AY
Primary Contact for the Principal Contractor Organisation:	Name: Paul Bingham Role: Managing Director [redacted]
Client appointed contractors:	None
Sub-Contractors	None
HSE Notification	The project is not notifiable as it does not meet the CDM 2015 requirements for F10 Notification
HSE Poster	To be completed and displayed in the Welfare unit
Insurance	Copies of the company's policies will be displayed in the welfare unit

3.3 Client Project Organisation

Role	Name	[redacted]
NT Project Manager	Nichola Jacques	
NT Project Coordinator	Jess Rowe	
NT Senior Estate Manager	John Robertson-McIssac	
STACE Senior Associate	Glenn Edwards	

3.4 Principal Contractor's Delivery Organisation – 01457 838722

Role	Name	
Managing Director	Paul Bingham	
Structures Director	Chris Guest	
Project Manager	Ian Heginbotham	
Site manager/ Site Supervisor LOI	Robin McRae	
Site Works Supervisor LOI	Carl Jones	
Main Works		
Site Project Manager	Ashley Peake	
Site Supervisor	John Dermott	
HSQE Advisor	RAAS Ltd	

The following persons are nominated to act as the Contractor's Responsible Engineer who are authorised as signatories for this project:

N/a

The following companies, specialist contractors, suppliers and/or individuals shall be involved during the construction phase:

Name of company, specialist contractor or individual, etc.	Work activity / Specialism	Point of contact details (name and telephone number
None		

3.5 Communication during the Construction Phase

During the construction phase of the project VAL shall communicate with others, providing information about the job, coordination of the work and keeping them updated of any changes (such as site rules; health and safety information; changes to the plan, construction or materials; any delays; key decision making about how the work shall be undertaken).

This section defines the stakeholders that shall / may be affected by the construction phase and the communication strategy for dealing with each one:

Stakeholder	Communication strategy
Client's Project Team, including: • Client (Representative) • Principal Designer (Representative)	Paul Bingham (Managing Director) is responsible for managing communication with the client. Chris Guest is responsible in his absence.
Designers	N/a
Other Companies, Specialist Contractors or Individuals	All contractors shall receive the same briefings and involvement as stated for site workers below. **Responsibility: Site Project Manager or Site Manager/Supervisor** Any planned changes to the scope or method of work shall, where there is the potential for an interface, first be discussed and agreed with the contractor. **Responsibility: Site Project Manager or Site Manager/Supervisor**
Site workers (including agency personnel)	All workers and visitors shall be given a site induction & site rules. All those that are working on the site shall also be briefed on the task via a Method Statement or task briefing. Further toolbox talks shall then be carried on an as required basis. On-going discussions within the site team to ensure safe and effective delivery of the project, liaison with VA management. **Responsibility: Site Project Manager or Site Manager/Supervisor**
Plant Operators	**MEWP – IPAF**
Highways/Local Authority	**Manchester City Council** – Public Realm & Highways dept Access, bollards & MEWP Licence
HSE	Notification of the site by HSE Website and other communications as required **The works are not Notifiable as they do not meet the relevant criteria** **Responsibility: Managing Director**
STACE	Client/Principal Designer as lead body for any communications with support from VAL Structures Director or Site Project Manager

	Responsibility: Managing Director
Boat owners and residents	National Trust/ Building agents. Letters will be distributed to boat owners & Residents. Also Whatsapp group for boat owners

3.6 Exchange of Design Information

To be supplied by Arup as Construction Drawings, feedback from VA will include input from Andy Shortt Technical Director [BSc Hons CEng].

3.7 Changes to Design

Any changes will have to be reviewed and authorised by Arup and formal instructions issued by NT or Stace.

4 Hazard Management

4.1 Work Involving Particular Risks

The work on this project involves the following particular risk(s), as detailed in Regulation 12 (2), (Schedule 3) of the CDM Regulations 2015:

Risk	How will this risk be controlled?
Work at Heights on the external elevations – Rope Access	**Procedures:** Rope access to be undertaken in accordance with the following:- • Industrial Rope Access Trade Association [IRATA] - International Code of Practice • IRATA Training & Certification Scheme • VAP-001 VAL Operational Procedures **Training and competence:** All operatives will hold the relevant IRATA qualifications. **Supervision:** the site will be supervised by an IRATA L3 rope access safety supervisor . **Equipment:** Thorough examinations of rope access equipment at least every 6 months (LOLER regs 1998) Daily pre- use checks of rope access equipment recorded on Fulcrum Data Management App
Work at Heights on the external elevations from the base areas – Mobile Elevated Work Platform	MEWP – IPAF qualification Site check for all locations, access routes, ground conditions, drains, barriers & signs provide for public protection.

4.2 Significant Construction H&S Risks

VAL shall manage the hazard review process for risk evaluation and assessment in accordance with VAP-022 during the construction phase of the project. This shall be reviewed and updated at regular intervals, or whenever there is a change that could impact the hazards and associated risks. The review should normally be undertaken with input from the Principal Designer& CDM Advisor.

VAL shall update the list of significant construction health and safety risks. These risks shall be communicated to all the relevant affected parties through site inductions & toolbox talks and briefings.

The following are the significant construction safety and health risks that apply on this project:

What are the main risks (including health) on the project / site?	When and where will the risk be present?	How will the risk be controlled
Metrolink infrastructure	Working adjacent to the Metrolink Viaduct	**No requirement access to the Metrolink** **Blue permit in place for LOI works – Daily Contact by Site Manager** Access Operatives will be trained (PTS) Exclusion zones and working systems will be maintained so as to avoid any impact or interference with the Metrolink. **Liaison - Gregg Mitchell**
Network Rail infrastructure	Working adjacent to the Railway tracks & OLE below Castlefield Viaduct	All works are subject to review and agreement with Network Rail – No Works on Span 1 or part Span 2 without agreement and approval of NR.
Falling objects	At all times	Procedures: pre use checking for potentially dropped objects (PDO's) empty pockets. Tools tethered to the operative for rope access works. Pod bags for fixings, drill bits etc. Materials to fit and be securely transported to the works site. Daytime working. All areas below the work sites [trusses & piers] to have barriers and signs. Catch nets (space net or similar) where required.
Weather	At all times	Limitations of access systems and locations on the external elevations reviewed by the site project manager/ site supervisor.
Manual Handling	Rigging & De-rigging	Trained personnel, shared loads, use of lifting equipment wherever possible [LOLER & PUWER]

		Use of tracker wheel barrow, MEWP's etc.
COSHH	Concrete application Guano PX Ornikill Any coating specified by Arup	COSHH Assessments – PPE & RPE Assessment
Detailed RAMS's will be provided for the LOI, LOI Span 1 and the Main works		

5 Organise

5.1 Brief outline of Work Methodology

This to be based on the detailed RAMS for the works:-

Briefings to be carried out by the site project manager/ site supervisor.

5.2 Management of Risk Assessments & Method Statements

The RAMS will be produced by a competent person/s who has knowledge of the activity and the project. The RAMS will take notice of legal requirements and standards and include input from the Principal Designer and any Specialist Contractors associated with the work. In accordance with:-

- VAP-001 Operational Procedures
- VAP- 022 Risk Assessments
- VAY-005 Fatigue Management & Hours of Work Policy
- VAP-006 Plant & Tools Inspection procedure
- VAP-107A Plant Maintenance & Operation
- VAP-019 Managing Fatigue & Control of Working Hours
- VAP-021 First Aid
- VAP-023 COSHH Assessments
- VAP-114 Managing Behavioural Safety
- IRATA ICOP
- CP3 Site Management.
- CP6 Rope Access

5.3 Schedule for the Production of RAMS

RAMS Reference	RAMS Title	Planned Preparation Date	Activity Start Date
RA & MS 5008	*Castlefield Viaduct LOI works*	*31.07.2026 Rev 1*	*03.08.26*

RA & MS 5008 Span 1	*Castlefield Viaduct LOI works Span 1*	*TBC with agreement with NR required*	TBC

5.4 Site Emergency Arrangements

5.4.1 First Aid Arrangements

First aid shall be provided on site in accordance with the VAP- 021 and the requirements of the Health & Safety (First Aid) Regulations 1981 and associated HSE ACOP 174.

The following first aid provision shall be provided on site:-

For LOI works [team of 3 personnel]

- Minimum 1 No. First Aider(s) EFAW/FAW
- Minimum 1 No. IRATA L3 rope access safety supervisor.
- 2 First Aid kits on site

For Phase 1 & 2 repair works [team of 5-6 personnel]

- Minimum 2 No. First Aider(s) EFAW/FAW
- Minimum 2 No. IRATA L3 rope access safety supervisor.
- 3 First Aid kits on site

5.4.2 Evacuation procedure

The following scenarios may require the need to evacuate the site:-

- A fire in the NT building or in the surrounding buildings or estate
- A major fire adjacent to the Viaduct
- An injury to an operative on the viaduct deck requiring medical treatment & evacuation
- An injury on the external elevation - pier, trusses & beam ends – note descent to ground level is not readily available in all work locations.

The Site Attendance Register shall provide a means of accounting for all personnel present on site [on Fulcrum Management App].

The Fire Safety and Evacuation Plan found in **Appendix 4** covers the scenarios stated above and the action to be taken in case of the need to evacuate the site by an individual, a work group or everyone.

5.4.3 Fire Plan

The fire detection and warning system on site will be those of the NT Garden as set out in the site rules.

All fire fighting equipment will be as provided on by NT Gardens and augmented by VA provision and shall be appropriately located, installed and maintained. Regular checks shall be undertaken by the Site Project Manager to ensure:-

- any obvious faults in the onsite equipment or systems are recorded and noted to the NT Garden management
- all escape routes are clear.

All those working on site shall be inducted in to the fire safety plan and their responsibilities within the plan. A copy of the Fire Safety Plan can be found in **Appendix 4.**

On site Fire drills in accordance with NT Garden management policy shall be undertaken on a periodic basis to test the understanding and implementation of the Fire safety Plan.

5.4.4 Security

VAL will be erecting chapter 8 barriers and warning signs at pavement & road level below the viaduct with the agreement of MCC. There is currently no public access to the garden areas.

NT Garden Management to advise all their personnel and contractors of the site works location and restrictions of access. Keys/cards will need to be provided for the access gates on the Manchester Central car park.

5.4.5 Summoning of Emergency Services

Who will summon the emergency services?	Site project manager/ site supervisor or any operative should they not be able.
How will the emergency services access the site?	The emergency services can access from – Ramp off Albion St to topside car park. Or Duke St or Castle St for base areas spans 1-4 and Potato Wharf for Spans 5-8
Who will meet the emergency services?	Site project manager/ site supervisor or any operative should they not be able will appoint someone to meet any emergency services
Emergency contact numbers?	[redacted]

5.4.6 Site Compound

The works will be undertaken from the site compound located in the MCCCL car park using on site VA welfare van for LOI works and welfare unit facilities for the main works. Site compound plan in Appendix A. An emergency contact number will be displayed on the site signage, on the site compound fencing and in letters to residents and boat owners.

5.4.7 Asbestos

Asbestos maybe present in some parts of the viaduct – VA personnel are trained in Asbestos Awareness and will take samples for testing by a UKAS testing laboratory – normally this is Airborne Environmental Consultants Ltd.

5.4.8 Utilities emergency arrangements

Not applicable.

However, the standing advice is that VAL Project Management will co-ordinate with the statutory authority undertakings where there has been any damage to third party infrastructure and/or injury to a person and follow their procedures and inform the VAL insurers.

Utility Sector	Statutory Authority Contact Details
Gas	**CADENT - 0800 111999**
Electricity	**TBC by Centre Management**
Telecommunications	**BT - 0800 800154**
Water	**TBC by Centre Management**

5.4.9 Other N/A

5.4.10 Emergency Contacts

The following details the key emergency contacts for site.

Emergency Service	Emergency Contact Details
Project Contacts	See section 3.3 and 3.4
Statutory Authority contacts	See section 5.4.8
Police / Ambulance	999
Police (Non emergency)	101
HSE	Fatalities and Major Injuries - 0845 3009923 Other - http://www.hse.gov.uk/riddor/report.htm
NHS Direct	111
EA/SEPA Emergency Hotline	0800 807060

5.5 Safety and Environmental Event Reporting and Recording

VAL shall report health and safety accidents and incidents in accordance with the Incident Reporting Procedure **VAP-020** using form **VAF-W015**/ Fulcrum App

Injuries shall be recorded in the accident book and using the internal accident and incident report form – and to the HSE where the accident is RIDDOR reportable. The form shall also be sent to the Client's Representative.

VAL's accident reporting scheme can be found at **Appendix 1**.

All accidents and incidents will be reported to the VAL management and investigated in accordance with the company procedures.

VAL shall report environmental accidents and incidents in accordance with the Environmental Management System **VAM-002** using form **VAF-W035** Environmental Incident Report Form.

5.6 Site Specific Rules

A list of standard site rules can be found in **Appendix 3**.

VA Site Rules are also set out in **Appendix 3**

5.7 Induction

All personnel working on this site shall receive a general briefing & site induction on the health, safety and environment issues relating to this project and information on the site-specific significant risks as detailed in Section 4.

All project management, site management and supervisory staff shall also be briefed on the content of this CPP, which shall be recorded at the front of the CPP or on Fulcrum. Everyone working on this site(s) shall receive a briefing where they shall be advised of shift tasks and any changes to site hazards.

All visitors to this site shall receive a briefing that covers the activities whilst on site. Where applicable they shall be accompanied at all times by a member of site staff (their '*buddy*') that has been briefed on the site activities and hazards preventing the visitor to exposure to unnecessary risks.

5.8 Welfare

Welfare provision shall be provided on site using the following located at the West end of the Manchester Central Conference Centre Ltd MCCCL car park adjacent to the Garden Entrance and in accordance with the Licence agreed with MCCCL. See Plan in **Appendix 2**

For LOI works [team of 3 personnel]

- Welfare van c/w toilet
- 1 -2 number company vans
- Fencing installed at the margins of the agreed area [MCCCL Licence]

For Phase 1 & 2 repair works [team of 5-6 personnel]

- Welfare unit c/w toilets
- Storage Units 3m * 2 no.
- 2 – 3 number company vans
- Fencing installed at the margins of the agreed area [MCCCL Licence]
- Security system

5.9 Monitoring Arrangements

5.9.1 Site Inspections

HSQE Inspection on this contract shall be undertaken in accordance with **VAL's Annual Audit Plan**.

This sets out the following inspection requirements:-

- Director – Inspections as appropriate to the site risk profile
- Project Management – Monthly Site visits/Inspections
- Site Management – Weekly Inspections
- Site personnel feedback

Additional inspections and monitoring shall be performed in response to changes in project risk and feedback from projects in the form of Client or third party reports, accidents and incident reports, non conformance reports, supplier performance, etc.

5.9.2 Site Audits

Site audits may take a number of formats including:-

- Client/Principal Designer Compliance Audit
- HSQE Contract Audit

The former are normally undertaken as part of an inspection by a client appointed H&S Advisor.

All in accordance with:-

- **VAP-115** Internal Audit & Site Inspections
- **VAP- 020** Incident Reporting & Investigation
  - Site Daily Reports
    - **VAF-007** Site Daily Report – Fulcrum
  - Site audits with clients representative
    - **VAF-003** Management Site Safety Tour – Fulcrum
  - Behavioural Safety Review
    - **VAF-S003** Behavioural Safety Checklist
  - Incident reporting as per CBRE & RIDDOR requirements
    - **VAF-W015 A** VAL Accident Reporting
    - **VAF-W015 B** VAL Incident, Near Miss or Close Call Report
    - **VAF-W015 C** VAL Witness Reporting Form

5.9.2 D&A Monitoring

For cause testing may occur where it is believed that someone may be under the influence of drugs or alcohol or in response to an accident or incident on site.

Random testing shall occur in accordance with Company procedures and shall look to cover at least 10% of the workforce during a 12 month period.

Any VAL employee found to be under the influence of drugs or alcohol shall be subject to VAL's disciplinary procedure. Any subcontractor found to be under the influence of drugs or alcohol shall be removed off site and reported to their company.

All workers shall be required to declare any prescription medicines they are taking.

5.9.3 Health Surveillance Monitoring

The following health surveillance shall occur on site:-

Health Hazard	Surveillance Measures
General	All employees required to complete a pre-employment health surveillance questionnaire followed by an annual health surveillance questionnaire.
Dust	Dust will be a very significant hazard for this work. RPE assessment will be undertaken. Use of battery operated remote breathing apparatus will be the preferred option for corrosion dust & dry guano.
Noise	Noise will be a significant hazard for this work. There will be some noise during corrosion removal, steel drilling and concrete pumping works.
Vibratory tools	HAV is a significant hazard for this work. Controls will include HAV watches and tool data logging.
Guano – Bird Droppings Including in water	Working in accordance with the requirements of Sevron COSHH Assessment Guano Bird Droppings including air fed masks, disposable bio hazard clothing. Wash facilities on site. Use of PX Ornikill as a disinfectant

	These controls will also apply to water potentially contaminated with Guano or other bio hazards.

5.9.4 Statutory Inspections

Statutory inspections shall be undertaken in accordance with LOLER 1998.

VAL maintains a LOLER database for all rope access & lifting equipment which is accessible by the site project manager & site supervisor and is updated by the depot manager and/ or office manager.

5.10 Management Reporting Arrangements

5.10.1 External Management Reporting

A start up meeting shall be held with the Client to agree project roles and responsibilities, lines of communication and reporting. Project performance shall then be reviewed at periodic progress meetings or as agreed with the Client notably as per precontract information set out below:-

Progress Reports to be prepared by the Contractor at fortnightly intervals and which shall include the following:-

a) Updated programme showing actual progress against planned.
b) Health and Safety Information / audits
c) Details of design development / queries /information required
d) Records of labour / plant / materials / weather – Fulcrum App
e) Advance warnings of any potential or current delays [EWN & EOT]
f) Details of subcontractors on site
g) Details of any anchor tests

Further project meetings may be held at critical stages to :

- Assess project readiness to deliver works within a planned framework
- Assess Progress
- Assess end of project performance and lessons learned
- Discuss HSQE events and lessons learned

5.10.1 Internal Management Reporting

A monthly Contract Review shall be held between Project Management & Site personnel to discuss project issues, concerns & performance.

- Gain & discuss feedback from site personnel
- Safety Conversation Forms – **VAF-H032**

Annual Business Management & Safety meetings are held to review KPI's, set targets and monitor performance.

6 Health & Safety File

6.1 Health & Safety File [As Built]

H&S information shall be provided as agreed with the Principal Designer's/Client's requirements during and at the end of the project.

LOI works & information that will inform the main works

- Arup collected Inspection data – for their own re design purposes
- VA Access requirements for main works including pier tops/castellations & inner faces
- VA Deck Plate removal's locations & feasibility
- Operational & logistic information for the main works
- Working procedures for Span 1 rail

Main works typically this would include:-

- In work progress photos and ITP – via Fulcrum live direct link to client/Engineer [if requested]
- As built referenced photo report
- As built drawings & updated fault/repair schedule
- Licence & Consents
- Additional Comments
- Further requirements to be agreed with the Principal Designer

ENVIRONMENTAL MANAGEMENT PLAN

7 Environmental – General Environmental Requirements

Introduction

This section is produced and follows the format laid down within the VAL Environmental Management Manual **VAM-002**

The EMP shall be reviewed at least every 3 months along with the rest of the CPP.

Environmental Risk (Aspect and Impact) Assessment

A Register of Project Environmental Risk and Opportunities (Aspects and Impacts) has been produced for this project. This can be found in **Appendix 6**. Environmental risks and opportunities shall be sought from the Client's Representative, Enquiry documentation and other Client data sources.

The Environmental Risk (Aspect and Impact) Assessment shall be raised and recorded.

The EAC/EAR shall take account of:-

- The requirements laid down within the Principal Designers/clients precontract information [PCI]
- Any legal requirements including any project consents, licences or permits
- Cost, programme and social/reputational impacts
- Construction, maintenance and decommissioning risks and opportunities.

7.1 Requirements and Consents

Consents

The follow table provides a list of environmental consents, licences, permits associated with this contract. A register of all Company environmental consents, permits and licences applied for is maintained within the *contract folder [Y Drive]*.

Project Consent Requirement	Required by (Pre-Con / Con / Post-Con)	Action by (VAL/ SC)	Complete Y/N
MCC access permits & bollard numbers	In process	In process	
Planning consent? NT responsible	NT ahead of repair works?		
Land Access Agreements incl car parks Spans 5-8	Pre Con	In process	
Car park access Manchester Central – Licence	Pre Con	In place	Y

A copy of any consent, permit or licence obtained for site shall be submitted to the Client's representative within 7 days of receipt of that document.

The Principal Contractor, when instructed by the Principal Designer/Client's Representative, will become holder of any existing permissions and consents and that the Principal Contractor, when instructed by the Client's Representative, will transfer existing permissions and consents to the Client (or any such persons as nominated).

Progress on the implementation of this schedule shall be reviewed at least every 3 months.

For permanent work consents a copy of the consent will be transferred to the Client with the H&S Handback file.

Other Requirements

VAL shall carry out its activities in compliance with the requirements of:-

- UK environmental law

  Legislation relevant to this contract

- National Standards

  British Standards shall be adhered to where applicable to the contract. Typically this shall include:-

  BS5228 2009 + A1 2014 – Noise and vibration control on construction and open sites

7.2 Objectives and Targets

Environmental objectives and targets shall be generated out of the Company's environmental policy VAY-002 and the environmental risk and opportunity assessment process.

The Objectives and Targets (Goals) for this Project are:-

- To fully comply with Legal Requirements and National Standards
- To aim to have zero environmental incidents
- To provide secondary containment systems for static plant [bunding etc]
- To minimise carbon emissions through the use of energy saving technologies and the efficient use of plant and equipment.
- To be a considerate contractor and effectively communicate with the local community
- To respond to all complaints within 48 hours of receipt.

7.3 Roles and Responsibilities

The Site Project Manager shall be responsible for managing the site in accordance with legal and contractual environmental requirements. The Site Project Manager shall be supported by the relevant project manager and the Company Directors.

The Site Project Manager & Site Supervisor shall manage the day to day works in accordance with the RAMS, toolbox talks [TBT's], COSHH/ PPE assessment and site rules.

The Clients Representative shall be notified of any changes in personnel that have core environmental responsibilities

7.4 Competence, Training and Awareness

All operatives shall be briefed on the RAMS and environmental controls which shall highlight any environmental issues that are pertinent to their tasks.

Further competence training shall be provided for tasks such as the use of concrete and cleaning of guano.

Where the project has the potential to affect protected species then a competent ecologist shall be used to survey, handle or disturb these species.

7.4.1 Internal Communication

All site workers shall receive an environmental induction as part of the project induction, which shall include any environmental issues identified during the production of the environmental risk assessment. Issues relevant to this project include:-

- Pollution control
- Waste management

Copies of the Company's Environmental Policy shall be displayed on site along with any other information that may be pertinent to the Project e.g. consents, licences, awareness posters, emergency contacts, etc.

VAL shall maintain open channels of communication with the Principal Designer, Client and the local community through regular progress meetings and reports.

7.5 External Communications and Managing Neighbours

7.5.1 Communication with Client

Progress meetings shall be held with the Client at agreed intervals to discuss any issues that may have arisen over the period as well as environmental performance with regards to any objectives or targets set.

7.5.2 Statutory Authorities and Non Governmental Organisations (NGOs)

VAL shall not enter into any planned discussions or consultations or make any applications or agreements with a statutory authority or NGO without agreement from the Client's Representative.

Complaints or any enforcement action by a statutory authority shall be communicated to VAL Line Management and the Client's Representative as soon as practicable.

- Not meeting Statutory Requirements
- Other Non-conformance
- Corrective and preventative actions
- Responsibilities for follow up and close out.

7.5.3 Other stakeholders (e.g. adjacent building occupants, neighbours, interest groups etc)

The Site Project Manager or their nominated person shall take responsibility for community relations on site. However, it shall be everyone's responsibility to be courteous and polite to third parties.

Letters will be distributed from National Trust for boat owners & residents via building agents

Any complaints received directly shall be reported to the Client's Representative as soon as practicable but not more than 12 hours within receipt of the complaint.

7.6 Records and Documents

A copy of all licences, consents, permits and permissions referenced in section 7.1 shall be passed to the Client's representative within 7 days of receipt.

A copy of the following documents shall be submitted as part of the H&S file, where applicable:-.

- Environmental Risk Assessment (aspect and impact assessment)
- Environmental Management Plan (CPP)
- Environmental consents, licences, permits, permissions, survey reports
- Environmental accident/incident reports
- Environmental reports/analysis

7.7 Environmental Hazard Notification

In the event of identifying an environmental hazard not identified prior to the site works commencing the notification will be sent to the client's Representative.

The following are classed as environmental hazards:

- Discovery of asbestos
- Site contamination
- Waste on the disused section of the viaduct
- Fly tipped waste
- Contamination – the existing ballast is contaminated with hydrocarbons and lead paint.
- Contamination – Castlefield viaduct has some lead paint remaining
- Bird Guano
- Corrosion Products – rust
- Contaminated water in the structure-
- Note. this already discharges into the public surface waste water system & canal
- Potential of Weil's Disease [rats]

8 Specified Environmental Impact Areas- Design Contract

Principal Designers Environmental Risk Assessment summary:-

Section 7.4 Arup PCI

9 Specified Environmental Impact Areas- Works Contract

Principal Contractors Environmental Risk Assessment summary:-

- Minimal to moderate impacts to the environment are envisaged.

9.1 General Environmental Management

The VAL Site Project Manager shall review the Design EMP and include any risks or opportunities identified and agreed upon in the appropriate sections below.

9.2 Air Quality

The Environmental Risk Assessment (ERA) shall be reviewed to assess whether this issue poses an environmental risk (Impact) on the contract. Where it does VAL shall implement reasonable practicable means to eliminate, reduce or mitigate emissions to air including plant and vehicle emissions, dust, smoke, particulates, fumes and smells.

The following activities have been highlighted as presenting an environmental risk:-

Dust, Smoke and Particulates

Activity	Control measure
Cleaning up bird guano	Wetting, use of PX Ornikill disinfectant, double bagging waste Waste disposal by a Environmental Waste Carrier with the appropriate EWC code License. Environmental waste disposal contractor- Safety clean Ltd will sheet over construction vehicles.
Grinding & drilling steelwork	Dust control on tools, industrial hoovers
Pumping contaminated water	Filtering where practical – the contaminated water already discharges into public areas and the surface sewers

9.3 Archaeology and Cultural Heritage

None noted

9.4 Contaminated land

None noted in PCI

9.5 Ecology

Ecological report available for review

9.6 Energy

The ERA shall be reviewed to assess whether this issue poses an environmental risk (Impact) on the contract.

The following measures shall be undertaken to reduce energy consumption on the contract:-

Activity	Control measure
Site access	• Vehicle sharing where practical • Local labour • Use of Metrolink system for site travel

9.7 Herbicide and Pesticide Application

N/a

9.8 Landscaping

N/a

9.9 Lighting

Task lighting for under deck works

9.2 Materials

The ERA shall be reviewed to assess whether this issue poses an environmental risk (Impact) on the contract.

The following measures shall be undertaken to minimise the use of non-sustainable resources on the contract:-

Materials to be utilised on site are given below and shall be stored in the following manner.

Review and amend/add to as appropriate

Material / Component	Storage requirements
Concrete	Pre-mixed & pumped to site from the car parks

9.11 Noise and Vibration

The ERA shall be reviewed to assess whether this issue poses an environmental risk (Impact) on the contract. Where it does VAL shall implement Best Practicable Means to eliminate, reduce or mitigate noise and vibration following VAP-015 Control and Monitoring of Noise.

The following activities have been highlighted as presenting an environmental risk:-

Activity	Control measure
Noise	Noise will be a significant hazard for this work. There will be some noise during corrosion removal, steel drilling and concrete pumping works. Work locations will be fitted with noise absorption panels where practical Local residents & boat owners to be advised in advance of the works

9.12 Public highways

The ERA will be reviewed to assess whether this issue poses an environmental risk (Impact) on the contract.

Any works affecting the highway shall be planned in consultation with the Highways Authority and temporary highway restrictions obtained as required.

VAL shall minimise the impact of construction traffic on the public highway as follows:-

- Delivery and collection of plant planned to minimise traffic disruption
- Materials deliveries planned for normal business hours
- Use of Bi Energy MEWP’s with MCC permits

9.13 Waste

All removed soil & rust [steel corrosion products] etc. materials to be removed from site to waste skips provided by Safety Kleen Ltd

Bio hazard [Bird Guano] material to a specific site skip or other suitable container for small quantities provided by Safety Kleen Ltd

No materials such as guano, soil or rust products to be allowed into the gutters that discharge directly into the canal, all double bagged for removal.

Localised sheeting installed into the pier heads and dust extraction used for all steel preparation works and concrete pumping works.

Spill kits on site for all works.

Main Works - Waste transfer license provided by Safety Kleen Ltd Holroyd waste management for:

- Offcuts of steelwork – recyclable Construction waste – usually not recyclable

9.14 Water (and Pollution Control)

Any disposal of the water from pumping out of base chord water will need to be confirmed by a site visit. Checks on the level of contamination may need to be checked by a sample/s provided to a suitable laboratory.

No contaminated water must be allowed to enter the canals or rivers around the viaduct.

Note:

The water from the base trusses & pier tops currently falls onto the pavements, roads, private carparks, cars, local surface sewers, canal/s and boats at the base of the site. We understand that there have continuing complaints about this affecting property, local residents, boat owners etc.

We are not aware of any plans by the structure owner to change this arrangement. The pumping out of water by VA [should it be required] from these parts of the structure will be in a controlled manner directly into the foul water sewers or by IBC's and then into the foul sewer at our depot.

We strongly recommend that a review of the current arrangements for example the downpipes on the structure some of which are functioning other are broken or blocked should be undertaken as a matter of urgency.

It should also be noted that the Base Truss Drain holes that are required are not currently planned to be fitted with any drainpipes and therefore will during rainfall will discharge to the areas below them. However, the quantities of water will be very small and will cease operation shortly after the rainfall ends.

10 Specified Environmental Impact Areas- Service Contract

Not applicable to the works

11 Environmental Incident Response Plan

N/a

11.1 Environmental Incident Plan

Internal Guidance

The following activities have the potential to cause environmental harm:-

Review, extend and amend/add to as appropriate

Activity	Aspect	Emergency Impact	Prevention/Mitigation
Work affecting a protected species	Unauthorised activity	Harm to the protected species or its place of rest	• Work to stop • Ecologist to be contacted for advice
Work affecting a structure	Unauthorised activity	Damage or alteration to the structure	• Work to stop • Client to be contacted for advice

Third Party Response Company

N/a

11.2 Reporting

11.2.1 External Reporting

All Environmental Accidents shall be reported to Local Route Control.

Under the following circumstances the environmental accident shall be reported to the Environment Agency EA/ SEPA :-

- Any oil spillage greater than 20 litres
- Any petrol spillage greater than 100 litres
- Any paint spillage greater than 25 litres
- Any accidents involving fly tipped hazardous waste
- Any accident that could increase flood risk e.g damage to a flood defence or blockage of a river
- Any significant releases of silt/sands/cements

Complaints shall be notified to the local authoirty where VAL is acting under a s60 or s61 consent.

Any unconsented damage to a protected site shall be notified to the relevant statutory nature conservation organisation

Any unconsented damage to a protected species or its place of rest shall be notified to the relevant statutory nature conservation organisation.

Any unconsented damage to a protected strucutre shall be notified to the local authority or the national heritage body.

All emergency contact details can be found within section 5.4.10 of this CPP.

11.2.2 Internal Reporting

Environmental accidents such as a spillage, noise complaint or damage to a protected site, species or listed structure shall be reported internally in accordance with the VAL Environmental Reporting System.

Accidents shall be reported to the Client's Representative as soon as possible and in writing no more than 12 hours after an externally reportable event. Other accidents shall be reported within 48 hours.

All reports shall be reported on the internal VAL Environmental Incident Reporting Form **VAF-W035**

11.3 Environmental Incident Investigation (Works)

Environmental incidents shall be be investigated to identify root causes and prevent recurrence.

VAL shall be cooperative with the Client and third parties in any environmental accident investigation.

CONTRACT QUALITY PLAN

Introduction

This is based on the VAL Business Management System **VAM-001** and reflects the requirements of ISO-9001 & Quality Assurance Policy **VAY-007**

12 Quality Plan Requirements

12.1 Scope

The nature of the works is to repair specific truss beam end connections & main chord truss boxes.

12.2 Quality Objectives

VAL's quality objectives shall be to:-

- To meet our contractual requirements
- To be on budget and on programme
- To meet or exceed our Client's expectations
- To have zero defects
- To protect and minimise the impact on the environment
- To maintain good communication and minimise the impact on the structure users

12.3 Management Responsibilities

12.3.1 Project Team Roles and Responsibilities for Quality

Please refer to Section 3.4 of this CPP.

12.3.2 Contractor's Quality Representatives

The name and responsibilities of the Contractor's Quality Representatives are given below:-

Name	Qualifications	Responsibilities
Chris Guest	IRATA Level 3 WAH IOSH Managing safely: Health and safety management in the work at height and rope access industry.	• Overall responsibility for contract quality control and review for VAL works • Producing quality reports and submitting to the Client's representative upon request. • Raising non-conformances and ensuring corrective and preventative actions are taken. Discussing quality related issues at Progress Meetings • Ensuring that the project inspection and test plan is implemented. • Ensuring quality records are produced to demonstrate that the product/service meets the Client's specification / design requirements

Any planned change to the Quality Representatives shall be notified in advance to the Client's Representative.

12.3.3 Authorised Signatures

Document	Authorisation			
	Director	Site Project Manager	Site Manager/ Supervisor	Others
CPP	X	X		
RAMS	X	X		
TBT/TBS	X	X	X	
Inspections and tests carried out under the I&T Plan	X	X	X	
H&S File	X	X		

12.4 Documentation

12.4 .1 Standards

Standard Reference	

- The Health and Safety at Work Act 1974
- The Management of Health and Safety at Work Regulations 1999
- The Construction (Design and Management) Regulations 2015
- The Control of Substances Hazardous to Health Regulations 2002
- The Electricity at Work Regulations 1989
- The Environmental Protection Act (including subsequent Acts and Regulations made there under) 1990
- The Regulatory Reform (Fire Safety) Order 2005
- The Health and Safety (Consultation with Employees) Regulations 1996
- The Health and Safety (First Aid) Regulations 1981
- The Lifting Operations and Lifting Equipment Regulations 1998
- The Manual Handling Operations Regulations 1992
- The Noise at Work Regulations 2005
- The Personal Protective Equipment at Work Regulations 2002
- The Provision and Use of Work Equipment Regulations 1998
- The Waste Management Regulations 2007
- The Hazardous Waste Regulations 2005 & Amendment 2016
- The Work at Height Regulations 2005
- The Working Time Regulations 1998
- The Workplace (Health, Safety and Welfare Regulations) Regulations 1992
- Reporting of Injuries Diseases and Dangerous Occurrence Regulations 2013
- IRATA International Code of Practice – Industrial Rope Access 2014 & Annexes
- BS 8437 the code of practice for the selection use and maintenance of fall protection systems in the work place.

12.4 .2 Document Control

All Company documents shall be managed in accordance with the Company Document Control Procedure **VAP-103A & 103B** and retained in accordance with **VAM-001**.

All documents shall be identifed, page numbered and issued with a revision status or date. Also where required the document shall be approve prior to issue see section 12.3.3.

Controlled documents issued to the Client, supplier or a third party will be done using a document transmittal form or the ‘read receipt’ function under Microsoft Outlook.

13.0 Specific Requirements

13.1 Quality Reports

The VAL Project Manager shall report to Client/Principal Designer any quality issues on a monthly basis at progress meetings. The type of information supplied shall be determined by the Client's Project Manager but may include:

- Audits & and Non conformances
- Product deficiencies highlighted through inspections and testing
- Repair schedule information affecting the works
- Test Results affecting the works – cement grout cubes tested & stored

13.2 Records

Key quality records shall be captured by the verification documents highlighted within the inspection and test plan – normally these will be in pdf. format. A Fulcrum QCP will be developed for the main repair works which will be completed by the site operatives and sit management.

13.3 Resources

13.3.1 Human Resources

All training needs shall be assessed at the contract start up meeting. Any new training requirements shall be assessed and managed in accordance with the Company's training and development procedure **VAP-101**.

13.3.2 Infrastructure and Work Environment

Infrastructure requirements such as welfare, plant, equipment, power and access shall be initially assessed during the tendering process based upon the nature of the work and the working environment, the location of the proposed site compound in the MCCCL car park, the availability of power and water and any client or VAL Standards that need to be considered.

This initial assessment shall be then developed by operations and the VAL Director/s and Site Project Manager upon award of contract.

13.4 Customer Specifications

13.4.1 Process Improvement Studies

None required on this contract at tender stage, subject to further review if work scope and or methods are changed notably the design of the truss support box which may vary from the concept in the tender stage design

13.4.2 Process Control Plans

The inspection and test plan held at **Appendix 5** shall define the activities to be controlled, the characteristics to be measured, the sample size and the frequency of inspection.

Any out of specification product shall be managed through the Company's non-conformance procedure **VAF-A002**

All key project documentation shall be passed to the Client as part of the Health & Safety/ Handback File at the end of the contract.

13.5 Design & Development

13.5.1 Design and Development Verification

Arup to undertake the design for the truss support box following the LOI cleaning, inspection & measurement works.

13.5.2 Design and Development Validation

Arup to confirm the design for the truss support box following the LOI cleaning, inspection & measurement works. These to be issued prior to the works commencing

13.6 Change Management

To be as per the contract requirements.

13.7 Monitoring and Measurement

The Employers Representative will discuss and agree with the Principal Contractor the methods for effective monitoring and measurement of the works.

13.8 Control of Monitoring and Measuring Equipment

To be in accordance with **VAP-107B** Equipment Calibration and Plant Registers.

13.9 Inspection and Test Plans

An Inspection and test plan has been produced for this contract and can be found at **Appendix 5.**

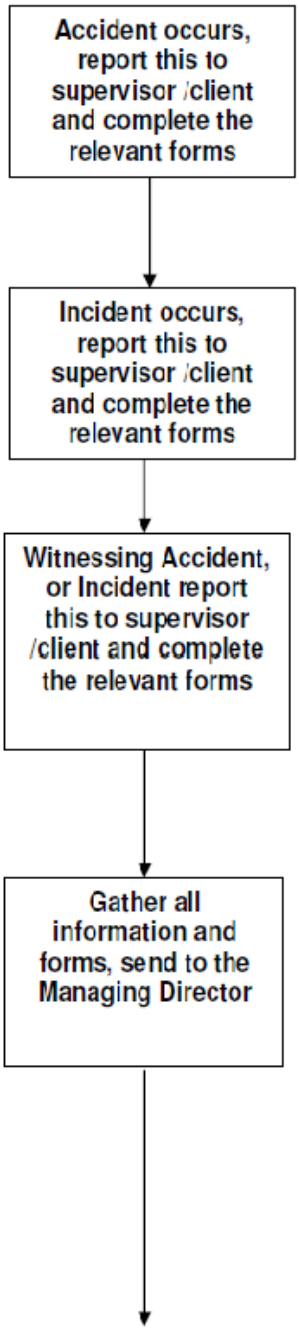
The inspection and test plan shall describe the sequence, method and acceptance criteria for product inspections and their associated records.

Approval of the inspection and test plan shall occur when the CPP is approved. This will be updated once the design for the Truss boxes are finalised.

13.10 Non Conformance Management

All non-conformances shall be identified and managed in accordance with the Company's non-conformance procedure **VAF-A002**.

Appendix 1 – VAL Accident and Incident Reporting Scheme



Employees & Contractors

Accident, Incident, Near Miss or Close Call Reporting

- If an accident occurs (including any environmental accidents) this should be reported immediately to your supervisor and the client/site representative. The VAL Accident Book (B1510) is to be completed by, or on behalf of the injured person. Also VAL Accident Reporting VAF-W015A is to be completed by or on behalf of the injured person.

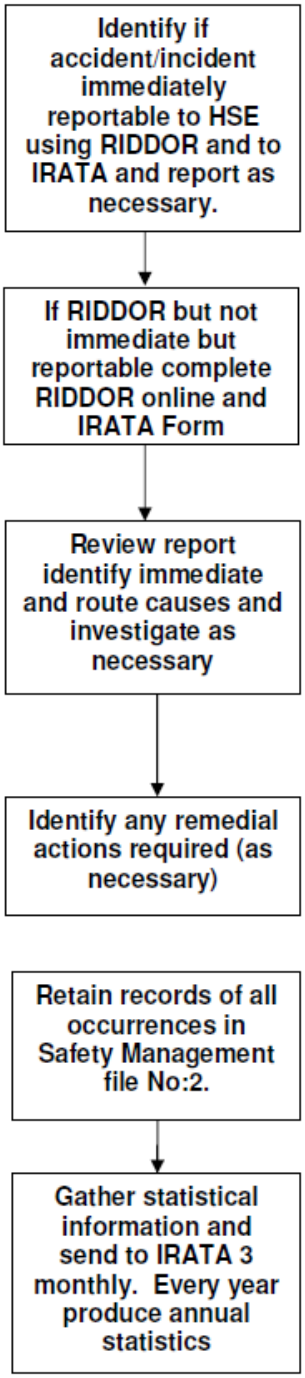
- If an Incident or Dangerous Occurrence, Near Miss or Close Call occurs (including any environmental) this should be reported immediately to your supervisor and the client/site representative. The VAL Incident & Near Miss/Close Call Report VAF-W015 B is to be completed.

- If you witness an Accident, Incident/ Dangerous Occurrence, Near Miss or Close Call (including environmental accidents, incidents, near misses or close calls), VAL Witness Reporting Form VAF-WO15 C is to be completed.

Site Managers/Supervisors

Accident, Incident, Near Miss or Close Call Reporting

- For any accident, incident, near miss or close call reported to you must ensure you report the incident immediately to the Managing Director. Ensure the relevant forms above have been completed and any supporting information included. The forms and information must be forwarded to the office as soon as possible.



Managing Director

- Determine if the occurrence is RIDDOR Reportable and reportable to IRATA or Environment Agency.
- If so inform HSE via completion of the HSE Online RIDDOR Reporting form and if occurring on the railway the ORR, IRATA is to be inform if the accident/incident was to a Rope Access Operative or Environment Agency for environmental accidents/incidents by telephone or online immediately if necessary based on the injury/incident type.
- If RIDDOR but not an immediate reporting requirement complete the HSE Online RIDDOR Reporting form and the IRATA Form 021R Accident Return (as appropriate).
- Review the accident, incident, near miss or close call form and supporting information to determine the immediate and route causes as necessary.
- This may require the occurrence to be subject to formal investigation. If so complete investigation using and compile the investigation report VAF-W015D.
- As necessary determine remedial actions necessary to prevent recurrence.

Record Keeping

- Ensure the report, supporting information, the investigation report (if completed) and remedial actions are all filed in the Safety Management file No:2.
- Every 3 months complete the IRATA Accident Return Form 020R and forward to IRATA via Internet based SmartSurvey.

  Every year at end compile accidents incidents and near miss statistics for the company.

Appendix 2 – Welfare Arrangements

Contract:	National Trust - Viaduct Enabling Works – Repairs	Contract Ref:	6432
Location:	Castlefield Viaduct	Date:	29.06.2026
Activity:	Steelwork Repairs		
Duration:	LOI 4wks Main works 12-15 weeks	Approx. Max No. of Personnel:	LOI 3 personnel Main works 5-6 Personnel
Transient or Non-Transient Site: *(Please state)* Permanent Building – Occupied			Transient for LOI Works Non-Transient for main works
Local Facilities: *(Please state what will be used, including any restrictions)* Toilets in NT gardens – not to be used by VA personnel unless specifically allowed by site staff Canteen – welfare unit Drying room – in welfare unit [may require a separate unit works extend into winter Equipment store/s – 3m units [restrictions on delivery due to roadway]			
Welfare Vehicles: *(Please state what will be provided within the vehicles)* LOI works – self contained including toilet			
Non-Transient Work site Facilities:			
Facilities	**Details of Provision** *(Please state what will be provided)*		
General Services			
Lighting	Task & compound		
Heating	Compound in welfare/office unit		
Water	Cubes		
Other:	Toilets – weekly pump out		
Toilet Facilities			
No. of Toilets Required	1 for LOI 2 for Main works		
Washing Facilities			
No. of Sinks Required	1		
Method of Drying Hands	Air dryer		
Other:			

Storage & Drying of Work Wear	
Clothes Storage	Welfare unit
Drying Facilities	Welfare unit – may require separate one for winter working
Other:	
Rest Facilities	
Tables/Chairs	6 & 1
Heating Food	Microwave/Air fryer
Heating Water	Built in unit
Drinking Water	Cubes
Other:	
Maintenance & Cleaning	
Effluent and Waste Disposal	Weekly
Cleaning Details / Frequency	Weekly
External Facilities	
External Lighting	Compound
Protected Accesses	Not required
Car Parking Arrangements	**Within Manchester Central Car Park – defined boundaries & limited numbers**

Are specialist contractors required? *(E.g. Asbestos, contaminated ground, lead)*		N/a
Will the specialist contractors provide their own welfare facilities?		N/a
Please state what specialist welfare facilities will be provided: N/a		

Appendix 3 – VAL Standard Site Rules

The following Site Rules are the minimum rules applicable to all VAL sites. They may be supplemented by additional, location specific rules that will be communicated during the site specific safety induction. Site Rules must be observed. If you do not observe site rules you may be removed from site.

All visitors and operatives will be trained in the Site Rules and made familiar with the site. Operatives will sign to acknowledge understanding of the rules. Drivers will be made aware of relevant rules.

Everyone arriving on site must sign the site attendance register and receive a site induction. All visitors to the site must report to the Site Project Manager/Supervisor where identification and protective clothing must be provided.

Access and egress is via the agreed routes.

All workers must be briefed upon and comply with the planned safe system of work.

- The following PPE shall be mandatory on site:-
  - Hard Hat
  - Hi-vis workwear (full body orange hi-viz for rail work or where contractually required)
  - Steel toe capped boots
  - Gloves (see VAL's gloves policy)
  - Eye protection (see VAL's eye protection policy)
  - Any other PPE & RPE identified in the task specific risk/COSHH assessment
  - Face fit may be required

- All accidents shall be recorded in the accident book and reported to management in accordance with the VAL reporting scheme.
- Always use a safety harness and lanyard when working at height unless other protection is in place.
- Keep welfare/storage areas tidy and access routes clear at all times
- Never work or drive under the influence of drugs or alcohol. Anyone believed to be under the influence shall be subject to 'for cause' testing in accordance with VAL's drugs and alcohol policy
- All delivery vehicles are to be supervised when manoeuvring within the compound or car park. See MCCL Traffic Light CQ 26 dates in Contract Documentation
- No delivery or other vehicles may park obstructing roads.
- Never enter the agreed plant exclusion zone unless directed to by the person in charge
- Observe the speed limits on the access routes and grounds.
- Appropriate fire fighting equipment must be maintained and kept in the designated working areas as shown on the agreed Fire Plan.
- Reference must be made that all manual handling is to be carried out strictly in accordance with The Manual Handling Operation Regulations 1992.
- All equipment and tools must be locked away when the site is not working or secured.
- The use of radios, mp3 players, Ipods or similar is prohibited within the site.
- All construction workers must park their cars in the other parking area/s **not in the Manchester Central Carpark** [only designated vehicles in the compound].
- There must be no open fires on site.
- Smoking is prohibiting within the welfare or vehicles.
- If any material suspected as being asbestos, contaminated or deleterious in nature is discovered in any location work should cease and further instructions be sought from VAL Director.

Environmental

- All environmental incidents (spillages, complaints) shall be reported to line management and reported in accordance with VAL procedures
- If there is an oil, fuel or chemical spill – Stop it – Contain it – Clean it up. Do not wash down a drain or into a watercourse
- Do not leave litter – use the bins provided
- Observe waste signage and segregate waste accordingly
- Observe any environmental exclusion zones (protected sites/species, Japanese knotweed) and keep out
- Throttle down or turn off plant/equipment when not required
- Be polite and courteous to building or structure users, occupants and business owners. Report to line managers any complaints received
- Use drip trays/plant nappies under static plant and equipment
- Ensure tanks/bowsers are bunded and drums are set up on drip trays
- Ensure all fuels and chemicals are secured against vandalism
- No fires are allowed on site
-

Quality

- All non-conformances shall be recorded and reported to line management in accordance with VAL's procedures
- Ensure all project documentation is approved prior to use
- Only use 'For Construction' design documentation
- Always check that equipment is in calibration prior to use
- Carry out the testing works in accordance with the TBS/method statement
- Record all information in Fulcrum or other method as required for the works

Appendix 4 – Site Fire Safety and Evacuation Procedure

Rescue Plan to be provided as part of the site specific RAMS

Fire Assembly Points

- Site Top [deck level] - Car park adjacent to site compound
- Site Base Spans 1-4 - Duke St grass area adjacent to Deansgate Abutment. Stairs & lift to deck level
- Site Base Spans 5-6 - Potato Wharf Buildings 1&2 Gardens
- Site Base Spans 7-8 - Potato Wharf Buildings 3&4 Gardens

Emergency Hospital

Manchester Royal Infirmary
Oxford Road,
Manchester,
Greater Manchester,
M13 9WL

Appendix 5 – Inspection and Test Plan

Work Activity:	***Inspection and Test Plan***			
Works/Activity	**Area/Actions**	**Documents / Forms**	**Permit**	**Drawings update**
Arup & VA inspections following pier top & internal truss box cleaning works	All work areas as per work schedule – Provisional items to be clarified	Inspection notes and photos		Yes
Final Design – For Construction	All work areas as per work schedule	Drawings & Specification VA review for build issues		Yes
ITP	Update ITP and place it on Fulcrum	IPT		
Procure materials	Approved Suppliers - Steel, Concrete, Bolts etc.	Works specification – emailed Purchase Orders Delivery checks		N/A
Industrial Rope Access systems	Roof rigging – in accordance with the rigging plan - checked by IRATA L3 site supervisor	Working at height RAMS ….. Client review & approval		No
Steelwork prep and cutting back in accordance with Arup requirements	All work areas as per work schedule	Repair schedule		Repair listing update
Post Completion Inspections – with Arup?	All work areas as per work schedule	Repair schedule		Repair listing update
Dispose of waste	Bio hazard material to be collected by a suitable holder of the relevant licence & EWC Code –.	Waste transfer / consignment note	Safety Kleen	No
De-mobilise site				No
As Built [Handover]	Repair listing updated & completion photos	Report		Yes

Appendix 6 – Environmental Impact & Aspects Register

DISPOSITION STATEMENT

The register of Environmental Aspects and Impacts should be read in conjunction with the Site Environmental Risk Assessments and Site Specific Environmental Plans usually provided by the Main or Principal Contractor. These include the procedures that detail how the environmental risk assessments of Vertical Access Ltd sites should be carried out and identifies the potential hazard, consequence and likelihood of events and site operations which have an impact on the environment.

This statement explains the processes by which environmental aspects in the register were identified and the aspects register compiled. The Register of Environmental Aspects and Impacts is part of the Environmental Management System developed for Vertical Access Ltd by RAAS (UK) Ltd and includes the following areas of business risk based on Vertical Access Ltd's activities.

- Road transport
- Plant Construction/Demolition
- Burning and Welding
- Waste management
- Consumption of natural resources
- Energy Use – Co2
- Climate change
- Sustainability requirements

The process by which aspects and impacts were identified and assessed is as follows;

Aspects arising from normal, abnormal and emergency situations have been identified, including start-up and shut down situations,

The significant environmental aspects associated with the general and specific operations of the business have been taken into account.

- Emissions to Air. Environmental Protection Act 1990 Statutory Nuisance, Clean Air Act 1993.
- Releases to Water. Water Resources Act 1991, Water Industries Act 1991.
- Waste management and Contamination of Land. Environmental Protection Act 1990, Landfill Regs. 2002, Hazardous Waste Regs. 2016.
- Use of Raw Materials and Natural Resources. Vertical Access Ltd Environmental Policy (current issue).
- Noise and Vibration. Environmental Protection Act 1990 Part III, Control of Pollution Act 1974.
- Circular Economy

a.1.1.1 Introduction

This appendix contains tables detailing the Significant Occupational & Operational Environmental Impacts that may arise from the work activities for which this Aspects & Impacts Register has been written. These Significant Impacts may affect the environment and Vertical Access Ltd employees or contractors, the client's operations or members of the public.

The list below details the scope of environmental impacts within the tables.

1.1 Emissions to Air
2.1 Noise & Vibration
3.1 Waste to Land
4.1 Discharges to Controlled Waters and Sewers
5.1 Resource Productivity
6.1 Impact on Flora & Fauna

Key: Hazard, Consequence and Likelihood Ratings

Very High

High

Medium

Low

Very Low

KEY TO IMPACTS:1 = National Trust 2 = Metrolink/NR Neighbours 3 = Other Contractors 4 = Passengers/General Public 5 = Global 6 = Habitats. 7 = Flora & Fauna. 8 = Groundwaters, streams, lakes etc.

Emissions to Air – Pollution of the Environment

Item	Source of impact	Risk rating uncontrolled	Risk rating controlled	Legal and other requirements	Impact	Objectives and programmes & EMS control measures
1.1	Road Vehicles & Plant - NO - CO_2 - Particulates	High	Low	Vertical Access Ltd Environmental Policy. Register of Legislative, Regulatory and Other Policy Requirements Environmental Protection Act 1990. Clean Air Act 1993. NT Contract Requirements-Environment	1, 2, 3, 4, 5,6,7	Reduce consumption of natural resources. Reducing Emissions and Pollution by following policy of fitting Euro 4 & 5 engines, maintenance policy and change from petrol to diesel to road vehicle fleet. Examine potential for Offsetting non-reducible Greenhouse Gas Emissions with Carbon Neutral/Future Forests programme.
1.2	Road Vehicles & Plant - dust	High	Low	Vertical Access Ltd Environmental Policy. Register of Legislative, Regulatory and Other Policy Requirements (Environmental Protection Act 1990. Clean Air Act 1993. NT Contract Requirements-Environment	1, 2, 3, 4,5,6,7,8	Reducing noise and other nuisances. Washing wheels and road surfaces, damping down materials when dry.
1.3	Electricity Consumption - SO_2 - NO - CO_2	High	Low	Vertical Access Ltd Environmental Policy.	1, 2, 3, 4, 5	Reduce consumption of natural resources. Reducing emissions and pollution. Switch-Off Campaign. Solar panels & air source heat pump for office/depot Climate Change Impact High cost

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Emissions to Air (Continued)

Item	Source of impact	Risk rating uncontrolled	Risk rating controlled	Legal and other requirements	Impact	Objectives and programmes & EMS control measures
1.4	Plant and Machinery - exhaust gases - NO - CO_2	Very High	Medium	Vertical Access Ltd Environmental Policy Eco Driving Policy Register of Legislative, Regulatory and Other Policy Requirements Environmental Protection Act 1990. Clean Air Act 1993. NT Contract Requirements-Environment	1, 2, 3, 4, 5	Resource consumption. Reducing emissions and pollution, replace old equipment. Use of battery powered tools including drills & angle grinders
1.5	Construction/ Drilling Activities - Emissions & pollution	High	Low	Vertical Access Ltd Environmental Policy. Register of Legislative, Regulatory and Other Policy Requirements Environmental Protection Act 1990. Clean Air Act 1993. NT Contract Requirements-Environment	1, 2, 3, 4	Safe Working Environment Reducing emissions and pollution
1.6	Volatile Organic Compound Leaks (e.g. air conditioning refrigeration Units, or kitchen fridges)	Medium	Low	Vertical Access Ltd Environmental Policy. Register of Legislative, Regulatory and Other Policy Requirements (Environmental Protection Act 1990. Clean Air Act 1993. NT Contract Requirements-Environment	1, 2, 3, 4, 5	Correct materials storage requirements. Improving waste management practices Reducing emissions and pollution.

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Noise and Vibration

Item	Source of impact	Risk rating uncontrolled	Risk rating controlled	Legal and other requirements	Impact	Objectives and programmes & EMS control measures
2.1	Plant and Machinery	High	Medium	Vertical Access Ltd Environmental Policy. Register of Legislative, Regulatory and Other Policy Requirements. Environmental Protection Act 1990. Requirements-Environment	1, 2, 3, 4	Company policy to use up- to–date plant and equipment (where ever possible) having 'low noise signature'. Reducing noise and other nuisances, replace old equipment. Use of battery powered tools including angle grinders
2.2	Road vehicles - movements on and off site	Very High	Medium	Vertical Access Ltd Environmental Policy Eco Driving Policy Register of Legislative, Regulatory and Other Policy Requirements. Environmental Protection Act 1990. NT Requirements-Environment	1, 2, 3, 4	Staff advised not to idle engines for long periods unnecessarily. Continuing replacement of vehicle fleets. Reducing noise and other nuisances.
2.3	Construction/ Drilling Activities	Very High	Medium	Vertical Access Ltd Environmental Policy. Register of Legislative, Regulatory and Other Policy Requirements. Environmental Protection Act 1990. NT Requirements-Environment	1, 2, 3, 4	Apply for and comply with Section 61 conditions as required/appropriate. Communication of and adherence to industry best practice. Contract/Project pre-assessment to determine alternative processes near sensitive sites. Reducing noise and other nuisances. Use of Hilti Dust extract system

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Waste to Land

Item	Source of impact	Risk rating uncontrolled	Risk rating controlled	Legal and other requirements	Impact	Objectives and programmes & EMS control measures
3.1	Non-Hazardous Waste	Medium	Low	Vertical Access Ltd Environmental Policy. Register of Legislative, Regulatory and Other Policy Requirements. Environmental Protection Act 1990. Landfill Regulations 2002. NT Contract Requirements-Environment	1, 2, 3, 4, 6, 7, 8	Use of approved Registered & Licensed waste carriers. Improving waste management practices. Reduce consumption of natural resources.
3.2	Hazardous Waste	High	Medium	Vertical Access Ltd Environmental Policy. Register of Legislative, Regulatory and Other Policy Requirements. Environmental Protection Act 1990. Landfill Regulations 2002. NT Contract Requirements-Environment Hazardous Waste Regs. 2016 Control of Asbestos at Work Regs. 2012	1, 2, 3, 4, 6, 7, 8	Use of approved Registered & Licensed waste carriers with off site recycling facilities Briefing of managers and staff involved with waste management. Improving waste management practices. Reduce consumption of natural resources.

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Discharges to Controlled Waters and Sewers

Item	Source of impact	Risk rating uncontrolled	Risk rating controlled	Legal and other requirements	Impact	Objectives and programmes & EMS control measures
4.1	Site Effluent/Discharges from line-side operations	Very High	Medium	Vertical Access Ltd Environmental Policy. Register of Legislative, Regulatory and Other Policy Requirements. Environmental Protection Act 1990. NT Contract Requirements-Environment Water Resources Act 1991 Water Industries act 1991	1, 2, 3, 4, 6, 7, 8	Provision of spill-kits and use of spill-granules. Communication of VAL Oil Care Code and Emergency Plan.
4.2	Effluent/Discharges from Depot Operations	Very High	Medium	Vertical Access Ltd Environmental Policy. Register of Legislative, Regulatory and Other Policy Requirements. Environmental Protection Act 1990. NT Contract Requirements-Environment Water Resources Act 1991 Water Industries act 1991	1, 2, 3, 4, 6, 7, 8	Provision of spill-kits and use of spill-granules. Communication of VAL Oil Care Code and Emergency plan

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Appendix A – Base Area Access Landowners & Agents

National Trust Contact

John Robertson-McIsaac [redacted]

Manchester Central Exhibitions [MCCC] Car park for access & site compound

- Licence for site compound
- Access code/s
- Traffic Light CQ26 list of red days when no access for deliveries 11, 12 & 14th Aug 19 & 21st Oct.
- No parking except within compound under any circumstances
- Copy of VA insurances to be provided

Andy Kelly [redacted]

Keolis/Amey Metrolink

Use of Blue Form – daily contact for start of works & completion of work activities

Gregg Mitchell [redacted]

Network Rail

Site meeting to confirm arrangements for interface with works on Deansgate Abutment & Span 1 [outside of the railway envelope]

James Beaty [redacted]

MCC Public Realm

Access to Area 7 [paved] adjacent to Spans 2 & 3 north side [Duke St] & Kenworthy Area [gravel span 4-5 [Castle St] via bollards to be arranged through the relevant website

https://www.manchester.gov.uk/roads-and-transport/road-and-pavement-problems/fixed-removable-automatic-and-lit-bollards/access-to-removable-bollards

In process

Laura Honeybill [redacted]

Duke St Area 7 Bollards access **Castle St Access Bollards to Kenworthy [to the left]**

MCC Highways

TM plan required for Duke St & Castle St public protection barriers and for MEWP operation

Send plan to Ben before requesting MEWP licence as he will need to approve the plan – in process

Chapter 8 signs and Stop/Go system 09.300 to 15.30 only

Ben Philips [redacted]

Living City [Agents] for Lendlease & Pemberstone

Site meeting required to confirm car parking spaces needed for the works as they progress - Potato Wharf 1, 2, 3 & 4

Copy of VA insurances provided – in process

Victoria Harrison [redacted]

Peel/Bridgewater Canal Company

All works above or adjacent to the Canal & associated basins

All moored boats/barges that could be affected by the works

NT to draft a letter to be given by NT/VA in person to all owners explaining the work being undertaken and the control measures [tarpaulins/nets etc.] that will be used to protect their craft and contact numbers exchanged so that they can be informed on a day by day basis of the works.

The letters will need to be signed for consent except where boat owners are not present over an extended period, letters will have to be attached to the boat/barge.

BCCL will provide a licence for the works which VA will sign. Copy of VA insurances provided

Chris Wareing Chief Engineer [redacted]

Duke St Private Car Park SIP Carparks 0330 400 7275

Contact to sort out access, spaces required etc. Wait until dates and spaces required are known

Duke St Car Park – Castlefield Estates

Contact to sort out access, spaces required etc. Wait until dates and spaces required are known

Appendix B – Construction Phase Management Plan