

# Construction Management Plan – Woolston Primary School



<b>Project name</b>	Woolston Primary School	<b>Project no</b>	NWC0009
<b>Project address</b>	Woolston Primary School, Hall Road, Woolston, Warrington, WA1 4PA		
<b>Client name</b>	Warrington Borough Council		
<b>Client address</b>	2 <sup>nd</sup> Floor, New Town House, Buttermarket Street, Warrington, WA1 2NJ		
<b>Client contact no</b>	01925 443 191		

Authorised by	CDMC / client	Title	Signature
Chris Smith		ISG Construction Project Director	
Steve Lowton		ISG Site Manager	
Mark Saville		ISG Health and safety department	

Revision	Date	Purpose	Amendment	Updated by	Initial
-					
1	04.10.12	Issued for comment			SL
2	22.01.13	Issued for comment	Delivery time inclusion	SL	SL
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Circulation			
Copy no	Issued to	Name	Company
1	ISG Project Team	Steve Lowton	ISG
2	Client	Mike Coope	Warrington Borough Council
3	CDM Co-ordinator	Derek Bradshaw	Keelagher Okey Associates
4	Architect	Amy Briers	TWBA
5	Project Manager	Mick McManus	Manchester City Council
6	Managing Director	Mark Kingsley	Chandos Civils
7	Chairman	Shahrooz Zojaji	All Foundation
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## **APPENDICES**

Site layout plan / traffic management plan	Appendix A
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1. Project details	
Brief description of project (including Planning Conditions)	
<p>Construction of new replacement primary school within existing primary school site and subsequent demolition of redundant school and ancillary buildings.</p> <p>The project will also include substantial external works consisting of external play areas and hard &amp; soft landscaping.</p> <p>Prior to the commencement of the project, the existing access (Barnfield Road) to the school will be widened to 6m which will be retained thereafter.</p> <p>See Project Layout - page 17 for traffic/pedestrian management arrangements.</p>	
1.2 Project programme dates	
Planned commencement date	14.01.2013
Planned completion date	20.12.2013
Other key project issues	ISG will be given a minimum of 4 weeks to complete their arrangements including the organisation of acceptable welfare facilities.

2. Targets
2.1 Project targets
<p>To complete the project works :-</p> <ul style="list-style-type: none"> <li>• on time</li> <li>• to specification</li> <li>• within budget</li> <li>• without reportable accidents or environmental incidents</li> <li>• to ensure that no persons, or the environment, is put at significant risk</li> <li>• to ensure that all relevant legislation is complied with</li> <li>• to achieve a considerate constructors score of 34 or over</li> </ul>

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<b>2.2 Project specific targets (including health, safety, quality and environment)</b>	
<b>1</b>	Client liaison
<b>2</b>	Local neighbour liaison
<b>3</b>	Local neighbour involvement
<b>4</b>	Local labour supply chain
<b>5</b>	Local material supply chain
<b>6</b>	Zero RIDDOR reportable incidents
<b>7</b>	Zero work related absenteeism

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## 2.3 Project charter – benchmarking & KPI target setting process

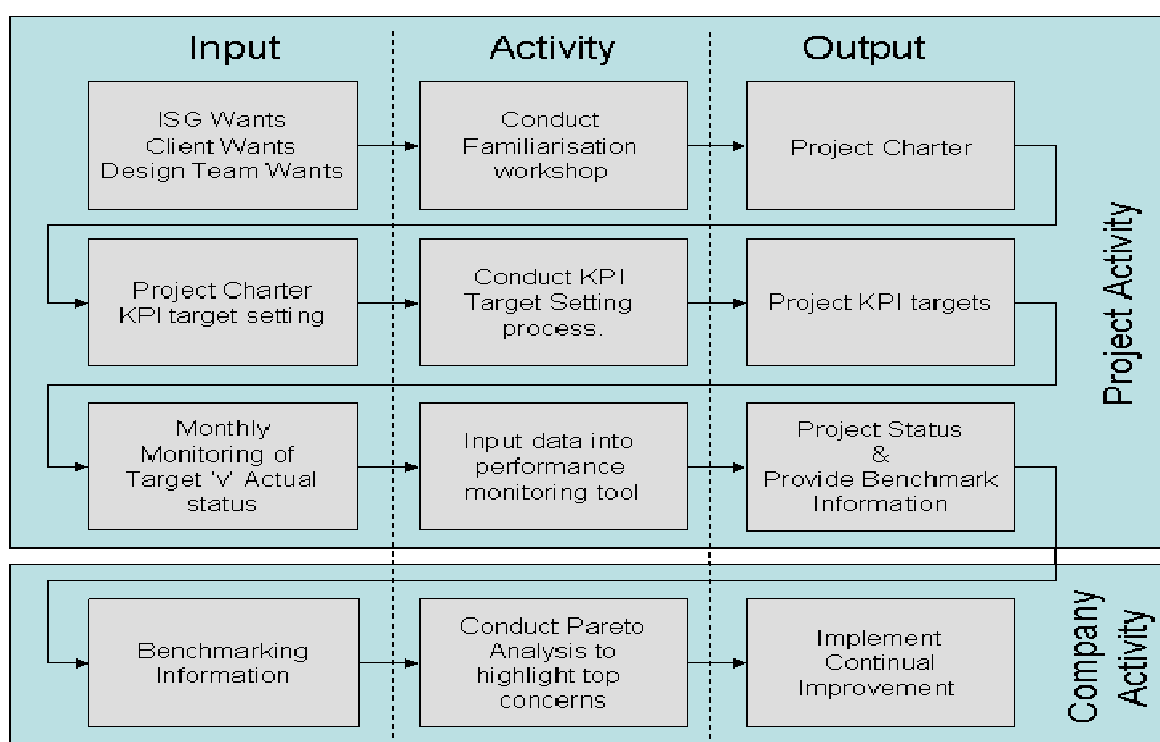
Producing the charter enables the project team to focus on the client's key project drivers.

The project charter – benchmarking & KPI target setting process will deliver the following:-

- a project charter via a familiarisation workshop
- a set of project specific KPI targets
- a performance monitoring tool

The process to facilitate the creation of the project charter and the associated benchmarking & KPI targets should be as follows:-

### Project Charter Process Map



## 3. Project team details and organisation

### 3.1 Professional team

<b>Client</b>	Warrington Borough Council		
<b>Name</b>	Mike Coope		
<b>Address</b>	2 <sup>nd</sup> Floor, New Town House, Buttermarket Street, Warrington, WA1 2NJ		
<b>Email</b>	<a href="mailto:mcoope@warrington.gov.uk">mcoope@warrington.gov.uk</a>		
<b>Contact no</b>	<b>Office</b> 01925 443191	<b>Fax</b> N/a	<b>Mobile no</b> 07730 075869

<b>Project manager</b>	Manchester City Council Corporate Technical Services
<b>Name</b>	Mick McManus

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<b>Address</b>	TBC		
<b>Email</b>	<a href="mailto:m.mcmanus@manchester.gov.uk">m.mcmanus@manchester.gov.uk</a>		
<b>Contact no</b>	<b>Office</b> 0161 219 2234	<b>Fax</b> N/a	<b>Mobile no</b> 07788 978704

<b>Architect</b>	Thorpe Whyman & Briggs		
<b>Name</b>	Amy Briers		
<b>Address</b>	Unit 4-5, Hollinwood Business Centre, Albert Street, Hollinwood, Oldham, OL8 3QL		
<b>Email</b>	<a href="mailto:Amy@twba.co.uk">Amy@twba.co.uk</a>		
<b>Contact no</b>	<b>Office</b> 0161 681 9939	<b>Fax</b> N/a	<b>Mobile no</b> 07910 383223

<b>M&amp;E consultant</b>	Patrick Parsons		
<b>Name</b>	Chris Gooch-Butler		
<b>Address</b>	Waterloo House, Thornton Street, Newcastle-upon-Tyne, NE1 4AP		
<b>Email</b>	<a href="mailto:c.gbutler@patrickparsons.co.uk">c.gbutler@patrickparsons.co.uk</a>		
<b>Contact no</b>	<b>Office</b> 0191 261 9000	<b>Fax</b> N/a	<b>Mobile no</b> 07939 002 286

<b>Structural engineer</b>	Patrick Parsons		
<b>Name</b>	Nick Murphy		
<b>Address</b>	Waterloo House, Thornton Street, Newcastle-upon-Tyne, NE1 4AP		
<b>Email</b>	<a href="mailto:n.murphy@patrickparsons.co.uk">n.murphy@patrickparsons.co.uk</a>		
<b>Contact no</b>	<b>Office</b> 01244 902000	<b>Fax</b> N/a	<b>Mobile no</b> TBC

<b>CDM Co-ordinator</b>	Keelagher Okey Associates Ltd		
<b>Name</b>	Derek Bradshaw		
<b>Address</b>	26 Museum Street, Warrington, Cheshire, WA1 1HU		
<b>Email</b>	<a href="mailto:derek.bradshaw@kok-surveyors.com">derek.bradshaw@kok-surveyors.com</a>		
<b>Contact no</b>	<b>Office</b> 01925 654158	<b>Fax</b> N/a	<b>Mobile no</b> 07855 656917

<b>Other</b>	TBC		
<b>Name</b>			
<b>Address</b>			
<b>Email</b>			
<b>Contact no</b>	<b>Office</b>	<b>Fax</b>	<b>Mobile no</b>

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## 3.2 Principal Contractor: ISG Construction Ltd

<b>Position</b>	Divisional Managing / Director (SLD)		
<b>Name</b>	Jim Parker		
<b>Address</b>	Building 1, Exchange Quay, Salford Quays, Manchester, M5 3EA		
<b>Contact no</b>	<b>Office</b> 0161 836 1800	<b>Fax</b> 0161 836 1801	<b>Mobile no</b> 07715 369513

<b>Position</b>	Divisional Director		
<b>Name</b>	Gary Hughes		
<b>Address</b>	Building 1, Exchange Quay, Salford Quays, Manchester, M5 3EA		
<b>Contact no</b>	<b>Office</b> 0161 836 1800	<b>Fax</b> 0161 836 1801	<b>Mobile no</b> 07771 844735

<b>Position</b>	Site Manager(SM)		
<b>Name</b>	Steve Lowton		
<b>Address (project)</b>	Woolston Primary School, Hall Road, Woolston, Warrington, WA1 4PA		
<b>Contact no</b>	<b>Office</b> 0161 8361800	<b>Fax</b> 0161 8361801	<b>Mobile no</b> 07730 804356

<b>Position</b>	Project leader / nominated manager (PM)		
<b>Name</b>	TBC		
<b>Address (project)</b>	Woolston Primary School, Hall Road, Woolston, Warrington, WA1 4PA		
<b>Contact no</b>	<b>Office</b> 0161 8361800	<b>Fax</b> 0161 8361801	<b>Mobile no</b> TBC

<b>Position</b>	Technical services manager (TSM)		
<b>Name</b>	Nick Fletcher		
<b>Address</b>	Building 1, Exchange Quay, Salford Quays, Manchester, M5 3EA		
<b>Contact no</b>	<b>Office</b> 0161 836 1800	<b>Fax</b> 0161 836 1801	<b>Mobile no</b> 07720 490048

<b>Position</b>	Quantity surveyor (QS)		
<b>Name</b>	Helen Bishop		
<b>Address (project)</b>	Woolston Primary School, Hall Road, Woolston, Warrington, WA1 4PA		
<b>Contact no</b>	<b>Office</b> 0161 836 1800	<b>Fax</b> 0161 836 1801	<b>Mobile no</b> 07792 018230

<b>Position</b>	Ganger (G)		
<b>Name</b>	TBC		



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<b>Address (project)</b>	Woolston Primary School, Hall Road, Woolston, Warrington, WA1 4PA		
<b>Contact no</b>	<b>Office</b>	<b>Fax</b>	<b>Mobile no</b>

<b>Position</b>	Document controller / Secretary (DC)		
<b>Name</b>	Leanne Pickersgill		
<b>Address (project)</b>	Building 1, Exchange Quay, Salford Quays, Manchester, M5 3EA		
<b>Contact no</b>	<b>Office</b> 0161 836 1800	<b>Fax</b> 0161 836 1801	<b>Mobile no</b> 07809 552210

<b>Position</b>	Project health & safety supervisor / Co-ordinator (SSC)		
<b>Name</b>	Mark Saville		
<b>Address (project)</b>	Building 1, Exchange Quay, Salford Quays, Manchester, M5 3EA		
<b>Contact no</b>	<b>Office</b> 0161 836 1800	<b>Fax</b> 0161 836 1801	<b>Mobile no</b> 07530 932473

<b>Position</b>	Fire safety co-ordinator (FSC)		
<b>Name</b>	TBC		
<b>Address (project)</b>	Woolston Primary School, Hall Road, Woolston, Warrington, WA1 4PA		
<b>Contact no</b>	<b>Office</b>	<b>Fax</b>	<b>Mobile no</b>

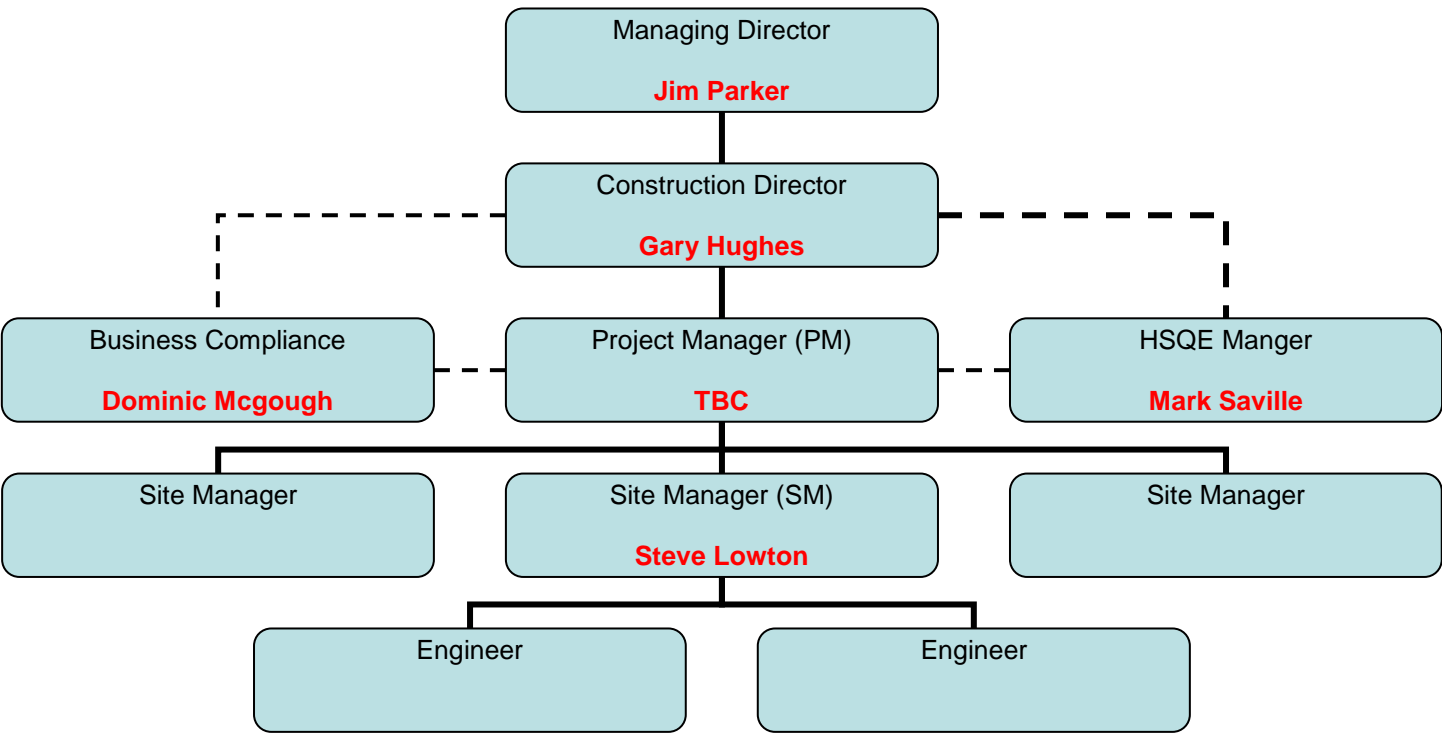
<b>Position</b>	Appointed person (AP)		
<b>Name</b>	TBC		
<b>Address (project)</b>	Woolston Primary School, Hall Road, Woolston, Warrington, WA1 4PA		
<b>Contact no</b>	<b>Office</b>	<b>Fax</b>	<b>Mobile no</b>

<b>Position</b>	COSHH co-ordinator (CC)		
<b>Name</b>	TBC		
<b>Address (project)</b>	Woolston Primary School, Hall Road, Woolston, Warrington, WA1 4PA		
<b>Contact no</b>	<b>Office</b>	<b>Fax</b>	<b>Mobile no</b>

<b>Position</b>	Health, Safety, Quality & Environmental Advisor (HSQEA)		
<b>Name</b>	Mark Saville		
<b>Address (project)</b>	Building 1, Exchange Quay, Salford Quays, Manchester, M5 3EA		
<b>Contact no</b>	<b>Office</b> 0161 836 1800	<b>Fax</b> 0161 836 1801	<b>Mobile no</b> 07530 932473



4. Project structure



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## 4.1 Roles and responsibilities of the ISG project team

This must be used as a check list throughout the various stages of the project.

Responsibilities – General	Role
Read and comply with the ISG Health and Safety policy and Company management system.	All members of the project team

Actions / responsibilities – Pre construction	Role
Organise / chair project start up meeting	PM
Obtain any tender Health & Safety information such as pre-construction information pack. Prepare and maintain the Construction phase plan.	SM
Identify significant hazards and read the relevant sections within the Company management system. Obtain from the HSQ&E advisor guidance and advice as required.	All Site Staff
Once complete, issue the Construction phase plan to project team and all contractors.	SM
Prepare a site logistics plan and transport and traffic management plan	SM
Obtain and display a copy of the F10 addition notification from the CDM Coordinator / notify other authorities as required	PM/SM
Hazardous waste notification to Environmental Agency	SM
Obtain and display a copy of the Health and Safety policy statement	SM
Obtain and display the current insurance certificate	PM/SM
Contact the service authorities and establish the location of existing services	SM
Prepare a project directory.	PM/SM
Notify third parties e.g. adjacent projects, neighbouring houses, schools, businesses, etc. where necessary.	PM/SM
Plan and arrange site welfare facilities	PM/SM
Plan and arrange temporary services and electrics	PM/SM
Check that the temporary site building(s) comply with the requirements of the code of practice for fire prevention on construction sites.	PM/SM
Ensure a comprehensive fire risk assessment is carried out.	PM/SM
As the project is over £3m, ensure a fire detection system is installed within the project offices	PM/SM
Review and complete project environmental aspects and impacts form	SM
Complete environmental checklist	SM
Complete a site waste management plan	SM

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Actions / responsibilities – Procurement	Role
Ensure that all subcontractors that are put onto the tender list are competent, they have a good Health and Safety record and have passed the pre-qualification procedure and that they have carried out similar work to this project	PM/SM/QS
Review subcontractors Health and Safety questionnaire that was issued with the tender enquiry	MS
Arrange post-tender meetings with all potential subcontractors to discuss Health and Safety considerations	PM/SM
Ensure Health and Safety compliance forms part of the successful subcontractors contract	PM/SM/QS
Conduct all subcontract pre-start meetings	QS/PM/SM
Supply the appointed subcontractors with a copy of the project Construction phase plan, site rules, meeting agenda's and schedule of meeting dates	QS

Actions / responsibilities – Health & safety planning	Role
Obtain Designers risk assessments were appropriate and issue to the subcontractors	PM
Display emergency telephone numbers on the site notice boards.	PM/SM
Ensure subcontractors have produced method statements and risk assessments prior to any work starting	PM/SM
Ensure all subcontractor method statements and risk assessments are reviewed before work starts and any lifting requirements are passed onto the Appointed Person for review.	PM/SM
Ensure all operatives, staff and members of the professional team attend the project inductions	PM/SM
Ensure all subcontractors have identified hazardous substances and issued the associated COSHH assessment and material data sheets	PM/SM
Review all COSHH assessments	PM/SM
Ensure areas have been allocated for material storage and that precautions and measures are in place for the storage of any hazardous materials	SM/G
Ensure adequate PPE is available for visitors	PM/SM
Ensure major incident plan has been communicated to staff and preventive actions implemented	PM
Ensure transport and traffic management plan implemented and communicated to staff	PM/SM
Ensure lifting operations are planned, controlled & supervised at all times. That a project lifting procedure is compiled maintained and reviewed.	PM/SM/ AS
Ensure that daily co-ordination and weekly review lifting team meetings are held and recorded.	PM/SM/AS
Maintain construction programme and ensure subcontractors are working to the latest programme	PM/SM/SUBS

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Actions / responsibilities – supervision and co-ordination	Role
Ensure all risk assessments, method statements and COSHH assessments are communicated by the subcontractors to their operatives.	PM/SM
Issue requirements for weekly tool box talks to subcontractors	PM/SM
Implement red, yellow and green card system	PM/SM/AS
Implement and maintain monthly subcontractor performance league table	PM/SM
Organise, attend and manage the following meetings as detailed in Section 9.2 of this Construction phase plan.	PM/SM/QS/AS
Carry out daily inspections and review subcontract compliance with method statements and risk assessments	Project team / subcontractors
Where necessary, issue improvement / prohibition notices to subcontractors.	All site staff

Actions / responsibilities – inspections / records / audits	Role
Ensure welfare facilities are maintained to the required standard.	SM/G
Obtain and maintain up to date plant registers from all subcontractors	PM/SM
Maintain an up-to-date register of operative training certificates	PM/SM
Maintain and keep up-to-date the construction phase plan, transport plan, traffic management and major incident plan	PM
Maintain an up-to-date accident book	PM
Complete the company accident report form(s) in the event of a reportable incident.	PM/SM
Investigate reportable accidents/incidents.	AS/PM/SM
Ensure an F2508 is completed and submitted to the HSE for all reportable accidents/incidents.	AS/PM/SM
Notify the HSQ&E department of all reportable accidents/incidents and near misses	PM/SM
Carry out daily inspections of the site boundary and hoardings	PM/SM /G
Carry out daily inspections of all work areas	PM/SM /G
Carry out weekly fire safety checks and inspections	PM/SM
Ensure inspections are carried out on scaffolding: <ul style="list-style-type: none"> <li>• every 7 days</li> <li>• before use</li> <li>• after any modification / alteration</li> <li>• after any event that could have affected its stability</li> </ul>	Trained Subcontractors

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Actions / responsibilities – Inspections / records / audits (cont)	Role
<p>Ensure all mobile towers have a 'Scaff Tag' , recorded on a plant register and that they are inspected:</p> <ul style="list-style-type: none"> <li>• every 7 days</li> <li>• before use, including after and adjustment.</li> <li>• after any event that could have affected stability</li> </ul>	SUBS/SM/AS
<p>Ensure all hoists and lifts are recorded on a plant register and inspected:</p> <ul style="list-style-type: none"> <li>• before first use and visual daily check</li> <li>• weekly by operator</li> <li>• every 6 months by manufacturer / installer</li> <li>• in accordance with manufacturers recommendations</li> </ul>	PM/SM/SUBS
<p>Ensure that all lifting equipment is identified and recorded onto the project lifting plan and that inspections are carried out on all lifting equipment and accessories i.e. cranes, slings, chains, eye bolts etc</p> <ul style="list-style-type: none"> <li>• in line with the lifting procedure and project lifting plan</li> </ul>	PM/SM/SUBS/AS
Carry out and record weekly site safety inspections	SUBS/PM/SM
Carry out inspections on excavations daily prior to work, and after any event that could have affected stability	SUBS
Inspect confined spaces prior to any works*	SUBS
<ul style="list-style-type: none"> <li>• ensure all plant is recorded onto a plant register and that it is inspected before use and:</li> <li>• in accordance with manufacturers recommendations and planned maintenance schedule</li> </ul>	PM/SUBS
<p>Ensure all electrical equipment is PAT tested and inspected before use and:</p> <ul style="list-style-type: none"> <li>• every 3 months</li> </ul>	SUBS/PM/SM
Carry out safety inspections/system checks on the site conditions	AS
Carry out Health and Safety system audits on the implementation of the Company management system	AS
Report Health & Safety performance to the client within the project reports and client meetings	PM/SM
Provide the CDM Coordinator with the relevant documentation required for the H&S file.	PM
Chair the project four weekly Health, Safety & Environmental review meeting	AS
Attend the project four weekly Health , Safety & Environment review meeting	Project team

Roles and responsibilities of the Client
<p>Throughout the project the client will be responsible for:</p> <ul style="list-style-type: none"> <li>• ensuring that suitable arrangements are made to manage the project safely</li> <li>• ensuring that suitable welfare arrangements are in place prior to and during construction</li> <li>• ensuring that suitable arrangements are made to protect the health and safety of users of any structure</li> </ul>

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## Roles and responsibilities of the Client

- designed as a workplace, as well as of construction workers, cleaners and maintenance workers
- ensuring that designers and contractors are promptly supplied with information relevant to their purposes
  - ensuring that contractors (Principal Contractors on notifiable projects) are informed of the minimum time to be allowed for planning and preparation before construction commences
  - on notifiable projects appointing a CDM Co-ordinator and a principal contractor, otherwise he will himself be deemed responsible for the duties assigned to those roles
  - on notifiable projects ensuring that construction does not commence before a construction phase plan is in place

## Roles and responsibilities of the design team

The design team will be responsible for:

- not commencing work on a project unless the client is aware of his duties
- avoiding risk to construction workers, cleaners, maintenance workers, and anyone affected by their activities, together with anyone using the structure if it is designed as a workplace
- eliminating hazards, and reducing the risk from remaining hazards, giving priority to collective measures
- providing sufficient information regarding the design to assist the client, the CDM Co-ordinator, other designers and contractors
- not carrying out design (other than initial design) for a notifiable project unless a CDM co-ordinator has been appointed
- providing information regarding a notifiable design promptly so that the health and safety file may be prepared and issued on completion of the project
- ensuring that the design takes into account the requirements of the Workplace Health, Safety Welfare Regulation 1992

## Roles and responsibilities of CDM coordinator

The CDM coordinator is responsible for:

- on notifiable projects advising and assist the client and co-ordinating and liaising with both the designers and the principal contractor.
- ensuring that the information required from the client is obtained and issued. However, the co-ordinator will not be required to prepare a formal pre-construction health and safety plan. Information required from the client, designers and others must be included in the package issued to the principal contractor (pre-construction information pack)
- preparing the health and safety file and passing it on to the client at the end of the construction phase.

## Roles and responsibilities of the principal contractor

- for notifiable projects, contractors must not commence work unless they have been provided with the names of the co-ordinator and principal contractor
- principal contractors must ensure that every contractor is informed of the minimum time provided for planning and preparing before they commence construction works.
- the principal contractor must ensure that every construction worker is provided with suitable site induction training

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## Roles and responsibilities of the principal contractor

- the principal contractor must ensure that his employees have been provided with the necessary information and training, and that other contractors have complied with a similar duty
- the principal contractor is responsible for planning, managing and monitoring the construction works, and for ensuring that the other contractors carry out their duties.
- the principal contractor is responsible for giving access to the relevant parts of the construction phase plan to the other contractors, and for consulting with those contractors before finalising the relevant parts of the plan
- the principal contractor is required to identify to each contractor the information required for the health and safety file, and to ensure that the information is promptly provided to the co-ordinator

## 5. Project establishment – project offices, welfare and storage

The following project office, welfare and storage arrangements will be provided (size and number of units) the below is subject to change during the construction phase:

<b>Project office(s)</b>	2 Number 32'x12 Offices
	Subcontractors to share ISG's Office Space if required
<b>Meeting room</b>	Located within above offices
<b>Canteen</b>	2 Number 32'x12'
<b>Drying room</b>	1 Number 32'x12'
<b>Toilets / washing</b>	3 +1 WC
<b>Heating food</b>	Microwave Ovens x2
<b>Electric supplies</b>	By Client
<b>Water supplies</b>	By Client

Note: All temporary electrical supplies to project accommodation are to be checked on a three-monthly basis. No chemical will be accepted under any circumstances.



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## **Project Layout** (access roads, walkways & traffic/pedestrian management plan).

A project layout plan marked up with traffic routes and key installations will be produced and displayed – see **Appendix A**. It is regularly reviewed and forms part of the induction process. The layout will be well presented and easily understood by any person. If necessary, the information may be depicted on more than one layout. Information regards to the above has also been sought from the Health & Safety Information supplied by Keelagher Okey Associates.

The Principal Contractor will ensure that his employees and those of his sub-contractors only use designated parking facilities as agreed in writing by Warrington BC, and not roads, service areas etc.

Access to school and residential properties will be made available at all times for emergency services. Similarly access must be made available for Local Authority vehicles and internal Warrington BC vehicles, especially the waste collection vehicles.

As shown on the Traffic Management Plan (**Appendix A**), the temporary construction access is from facing Barnfield Road. This access will be 6m wide; this should enable all construction vehicles to enter & exit in forward gear.

Wherever possible rigid vehicles will be arranged for material deliveries, this will avoid HGV's or at the very least significantly minimise them.

The route for all site deliveries will be: -

- Turn into Laburnum Avenue from Manchester Road (A57)
- Turn left onto Hall Road
- Turn left onto Barnfield Road
- Turn left onto site

The above route will be fully signed from Manchester Road (A57) – arrowed red on the attached plan.

No road or site parking will be permitted throughout the Construction Phase. Arrangements have been arranged and agreed allowing 15no spaces on the Woolston Community Hub car park. The route for operative parking is shown in blue on the plan.

Regular road sweeps will be carried out as required. This will be fully managed by ISG & will avoid a wheel washing facility.

## **Arrangements that have been considered**

1. Separate pedestrians and construction vehicle traffic at or before the project entrance
2. Provide "pedestrians only" areas
3. Provide "construction vehicles only" area where only designated personnel can enter
4. Provide where necessary a trained 'banksman'
5. Provide safe pedestrian routes to and from work locations
6. Provide safe construction vehicle routes around the project
7. Project address and date
8. Location of cabins, welfare etc
9. Provide a plan / drawing of access and egress to the project
10. show local routes/road systems including one way schemes, car parking etc
11. Specify areas where the project will need to provide traffic control

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12. Detail speed limits / height and width restrictions
13. Parking restrictions
14. Other local traffic characteristics: rail crossing, trams, vehicular and pedestrian flow
15. Mobilising / demobilising of plant
16. Deliveries to project / loading / storage areas.
17. Vehicle route / area / turning / reversing.
18. Signage.
19. Overhead / underground services, identified and marked
20. Temporary lighting.
21. Vehicle maintenance / refuelling areas (with appropriate emergency / environmental considerations)

## 6. Project security

### Security assessment and arrangements

The security needs are considered for the project at the planning stage and reviewed throughout the contract. Special attention is made to deter access by children and to protect the members of the public. All visitors are directed to the project office from where access into the construction area is controlled.

At this initial stage of the project, no security guards have been considered.

ISG will ensure that all site personnel including all subcontractors will wear company bearing clothing which will show their identity. Failure to do so will result in the visitor/operative being asked to leave site.

ISG will discuss the above with the Client prior any commencement of works.

## Project security arrangements

### Security arrangements for the project boundary are

Solid hoarding will be erected to the front of the site (Barnfield Road). Warning signage & vision panels will be fitted to this.

Heras type fencing will be erected around the site perimeter within the school grounds & signage fitted where applicable. Pedestrian barriers may also be erected in lieu of Heras type fencing. This will be covered with debris netting & fitted with signage as detailed above.

Heras fencing will be braced as stated in the manufactures instructions.

### Security arrangements for compound, offices, stores are

ISG's site accommodation will be cordoned off with Heras & pedestrian type fencing.

### Security arrangements for the plant and equipment are

All Plant to be stored within confines of the site, keys to be removed and all doors locked, where applicable security shutters to be fully secured in place. Small plant and tools to be secured within the locked container.

# Construction Management Plan – Woolston Primary School



Security arrangements for the building/project during construction are
Until the Buildings have been constructed the perimeter hoarding and fencing arrangements (some existing) will provide the security of the structure. No security guards are anticipated but ISG will closely monitor once the Construction Phase commences.
The security systems and devices in place are
Perimeter Fence, hoarding with lockable gates, security lights, lockable containers and welfare facilities, existing classroom acting as the project office.
Measures to protect children/public are
Perimeter fence and hoarding. Vehicle gates to be kept locked at all times. Suitable warning signs. Regular seminars with the local neighbourhood detailing current & future site activities to which the client will be invited to attend.
Comments and security problems
To be monitored, controlled and actioned.

Control measures for access
The control measures for security/access to the project during working hours are
All visitors and subcontractors must report to the Project Office. Inductions will then be undertaken and copies of relevant certificates will be requested. All ISG sites operate a 100% CSCS system. Any operative or visitor that does not hold a valid CSCS card will not be allowed on site. All visitors and subcontractors must sign in and out.
Subcontractors' security responsibilities
Ensure plant and equipment is securely locked with keys removed and where applicable shutters in place, smaller plant and equipment to be stored within suitable locked containers.

7. Arrangements for controlling significant project risk
Refer to Risk Assessment and Method Statement Programme and the pre-tender health and safety plan for details of the significant risks and the planned controls. The following existing restrictions have been identified from the pre-construction information pack and supporting information, such as designers risk assessments and project visits.

# Construction Management Plan – Woolston Primary School



Existing hazards / considerations / restrictions	Notes / controls
Hours of working	0800hrs – 1800hrs Monday to Friday & Saturday 0830hrs – 1330hrs. No working on Sundays or Public/Bank Holidays will be permitted including deliveries.
Adjacent neighbours	Regular meetings will be held prior & during the Construction Phase. Close liaison will be sought prior & throughout the construction phase.
Noise restrictions	Within agreed working hours, no noisy operations outside these parameters unless prior agreement in place.
Access restrictions, unloading and storage areas	<p>As agreed with the client, no material deliveries will be arriving to site between 0845 – 0915 &amp; 1450 – 1535hrs. No deliveries within these times will be accepted</p> <p>The storage of materials/plant will be accommodated in the allocated compound area as agreed by all parties.</p> <p>All vehicles and plant with moving parts, e.g. concrete mixers, dumper trucks etc. should be effectively immobilised when left unattended. When practicable, such equipment will be locked in a separate enclosure when the site is unoccupied.</p> <p>All materials which could cause injury if they fall, e.g. paving slabs, timber, pipes, etc. will be stacked or stored in a way which prevents their easy displacement. Temporary but secure and stable racking should be used when appropriate.</p> <p>Palletised loads of bricks, blocks etc. should not be stored more than two pallets high. The condition of the wrapping around the load will be checked regularly. If the strapping of an upper pallet is broken, or the shrink-wrapping has deteriorated, the pallet will be removed to ground level.</p> <p>Palletised loads may also become unstable due to loss of material from damaged packages, e.g. cement bails, within the load.</p> <p>Palletised loads will not be placed near to open edges of excavations or on ground liable to give way.</p> <p>Manhole rings, cable drums and similar articles should be stored end-on, not side-on, to prevent them rolling. For some articles it may be impracticable to store them end-on in which case they will be effectively choked.</p> <p>Heaps of sand, topsoil etc. will be limited in size to minimise the consequences of their collapse should they be undermined by children digging at their base.</p> <p>ISG will ensure the safe storage of all substances, materials and articles brought to site.</p> <p>Highly flammable liquids and liquefied gases will not be stored inside any building or within 6 metres of any building having less than half an hour fire resistance.</p> <p>Flammable materials will not be stored in any position where they might prejudice the safety of any means of escape in the event of a fire.</p>

# Construction Management Plan – Woolston Primary School



Existing hazards / considerations / restrictions	Notes / controls
	<p>All hazardous substances and materials must only be used in compliance with risk assessments made in accordance with the COSHH Regulations.</p>
Guarding of the Excavation Edges	<p>Measures to protect site workers from falling into excavations etc. or over open edges such as stairwells or lift shafts, are required under the Construction Regulations. To protect site personnel, children and the general public against these dangers, measures should be augmented as follows: -</p> <p><b><i>All excavations, pits etc. exceeding 2m in depth and those exceeding 1m in depth where water is likely to accumulate should be filled or securely covered immediately work in them is ended. It is important that they are effectively secured since children are likely to try and remove such covers to investigate what lies below.</i></b></p> <p><b><i>Where there is a risk of site vehicles falling into excavations or causing collapse of edges then stop blocks must be laid a suitable distance from the excavation edge to prevent this. Any scaffold or crane erected or used on site must not be positioned in such a manner that their stability could be affected by the proximity of open excavations</i></b></p> <p>If leaving excavations open cannot be avoided then their edges will be fenced or hoarded (all as previously described).</p>
ISG/Subcontractors Plant, Equipment & Vehicles	<p>ISG will ensure that all plant, vehicles and equipment brought to site are in a safe condition, properly maintained and comply with statutory requirements, especially with regard to inspection and examination.</p> <p>The Principal Contractor should reduce the need for reversing on site, where practicable one-way systems should be in operation.</p> <p>In high-risk situations where reversing is necessary, The plant operator / driver must have all-round visibility. No plant/vehicle should be used on site without being fitted with all-round visibility aids such as closed-circuit television systems or convex mirrors.</p> <p>Where the above is not possible then vehicles must be fitted with audible reversing alarms or banks men or signallers used.</p> <p>Where the risk of plant and vehicles overturning is significant, vehicles should be fitted with a roll-over protection system.</p> <p>All vehicles and plant should be effectively immobilised when left unattended. If possible, such equipment should be locked in a separate enclosure when the site is unoccupied, and be immobilised and fuel cut off valves placed in the off position.</p> <p>All plant and vehicles will be fitted with audible warning sirens</p>

# Construction Management Plan – Woolston Primary School



Existing hazards / considerations / restrictions	Notes / controls
	<p>when reversing and rotating amber flashing lights.</p> <p>All plant and equipment used on the works must be suitable for its purpose, adequately maintained and a record kept as part of the Construction Phase Health and Safety Plan.</p> <p>Any persons using plant or equipment must be adequately trained and their names kept on a training register forming part of the Health and Safety Plan.</p> <p><b>This is considered a high-risk part of the Health and Safety Plan. All steps must be taken to minimise risks to their safety at all times. ISG will therefore take into account when planning the project, the segregation of the works/pedestrians/vehicles and include for all necessary segregation fencing/zones.</b></p>
services – underground and overhead	Refer to Service drawings for locations.
Site Transport & Restrictions	<p>Access to the compound area and working site will be via the dedicated access route agreed by all parties – <b>APPENDIX A</b></p> <p>As agreed with the client material deliveries will be between 0915 – 1445. No deliveries outside these times will be accepted</p> <p>ISG will provide separate vehicular and pedestrian access points for site personnel. Gated entrances to the site will be kept locked when not in use.</p> <p>As the Campus will be vacant for the duration of the project, ISG will maintain safe access and egress to the surrounding buildings at all times. Access for the ISG's vehicles, movement of materials and waste to and from the area of work will be established prior to the commencement of any activity on site.</p> <p>ISG will note that any damage or disturbance caused to the site compound area and its access route during the progress of the contract and any damage or disturbance caused by site traffic Shall be made good by the relevant contractor at their own expense.</p>
Fire Precautions	<p>ISG will implement his own fire precautions in those areas under his site control in accordance with the guidance Fire Prevention On Construction Sites.</p> <p>Where significant construction work is carried out or where there is a significant fire risk the Contractor will be expected to have in place a Site Fire Plan.</p> <p>The Principal Contractor will establish a means of warning of fire. It must be clearly audible above background noises in all areas and must be readily identified as being a fire alarm.</p> <p>It is essential that all contract personnel evacuate the site on the sound of any warning device; it should be confirmed prior to the work proceeding that the sound warning device can be heard by contractor's personnel while working on and around the building.</p>

# Construction Management Plan – Woolston Primary School



Existing hazards / considerations / restrictions	Notes / controls
	<p>Suitable First-Aid and fire fighting equipment must be provided on site and in the building throughout the duration of the work.</p> <p>During hot work suitable fire extinguishers must be at hand to deal with any possible outbreak of fire. The Principal Contractor will need to supply a method statement to cover this part of the Health and Safety Plan.</p>
Consider delivery and removal materials (waste)	<p>All delivery and removals will be programmed at least 48hrs in advance.</p> <p>As agreed with the client material deliveries will be between 0915 – 1445. No deliveries outside these times will be accepted</p>
Dealing with– water, electricity and gas, including overhead power lines and temporary electrical installations	Refer to existing service drawings
Emergency Procedures	<p>Written Emergency Procedures must be displayed in prominent locations and given to all employees on site. Clear access to the site and buildings must be maintained at all times.</p> <p>All means of escape from the site and, where applicable, through the site, are to be kept unobstructed; they must be readily available and easily opened without the use of a key whenever the site is occupied.</p> <p>Clear signs must be installed and maintained in prominent positions indicating the locations of access routes, escape routes and position of fire extinguishers.</p> <p>ISG will be responsible for the safe access and egress of emergency services to and around the site and to any of the adjacent properties. The contractor in turn will make that information available as part of his emergency procedures which is to be included in this Plan.</p> <p>The Principal Contractor will also have a nominated person, whose responsibility will be to inform the emergency services on their arrival of any hazardous conditions that may exist within the building or part of the building the Principal Contractor is responsible for.</p>
Site Tidiness	<p>ISG will keep the site tidy both in and out of working hours. In particular works adjacent to footways and excavations, these will be kept clear of tripping hazards and loose materials.</p> <p>ISG will ensure a banks man or signaller is used advising the general site population of any dangers.</p>
Preventing falls	Full edge protection to be in place at all times. Perimeter Scaffolds and working from MEWPS, Scissor Lifts, Platforms where possible
No-go Areas	ISG and all subcontractors will remain inside the designated construction area for the duration of the project and will not enter any adjacent areas without express permission from the

# Construction Management Plan – Woolston Primary School



Existing hazards / considerations / restrictions	Notes / controls
	sites representative.
Works with or near fragile materials	Refer to Subcontractors Specific RAMS
Control of lifting of operations	Refer to Subcontractors Specific RAMS and Lifting Plan
Maintenance of plant and equipment	Refer to Subcontractors Specific RAMS
Work on wells, underground earth works and tunnels	N/A
Works on or near water	N/A
Works involving diving	N/A
Work in a caisson or compressed air working	N/A
Work involving explosives	N/A
Traffic routes and segregation of vehicles and pedestrians	Refer to Site Logistic Plans – <b>APPENDIX A</b>
Storage of materials (particularly hazardous materials) and work equipments	Refer to Subcontractors Specific RAMS
Any other significant safety risks	TBC

7.1 Project specific health risks	
Existing risks / considerations / restrictions	Notes / controls
Removal of asbestos	A full R&D Survey will be undertaken and the Report is to be prepared by the Client. A programme of phased asbestos strip out will be agreed. Clearance certification will be provided by Warrington BC. No demolition site works are to commence without this certification.
Manual handling	Refer to Subcontractors Specific Manual Handling Assessments
Use of hazardous substances	All hazardous substances and materials must only be used in



# Construction Management Plan – Woolston Primary School



7.1 Project specific health risks	
Existing risks / considerations / restrictions	Notes / controls
	compliance with risk assessments made in accordance with the COSHH Regulations.
Reducing noise and vibrations	Refer to Subcontractors Specific HAV Assessments
Working with ionising radiation	N/A
Exposure to UV radiation (from the sun)	Sun cream will be provided by ISG
Any other significant health risk	

8. Subcontract management
8.1 Contractor selection
Contractors will be selected in accordance with ISG's Company management system procedures. Adherence to these procedures will ensure all subcontractors are competent to carry out the particular works based on the information available at time of placing order.
8.2 Contractor co-ordination
Works involving all contractors on site will be incorporated into the contract and short-term programmes. Requirements for interface and segregation of contractors will be identified through risk assessments and incorporated into method statements. Risk assessments/ method statements must be produced by the contractors and reviewed by the project team before the works commence on site. This information will be communicated by means of regular co-ordination meetings on site and during their progress meetings.
8.3 Contractor control
Control will be implemented through risk assessments and method statements. Risk Assessments and Method Statements must be prepared and reviewed prior to the activity being undertaken on site. Operatives must be briefed on their risk assessments and method statements before commencement of the respective tasks. A record is to be kept of the briefing activity.
8.4 Inductions
All personnel (including visitors or the client's professional team) wishing to access and work on this project must attend the project HS&E induction. On this project there will be 4 types of Induction: <ul style="list-style-type: none"> <li>• full project specific induction – which everyone <b>shall</b> attend</li> <li>• project supervisors induction – which the subcontractors foreman and project managers <b>shall</b> attend</li> <li>• lifting team induction which all members of the project lifting team <b>shall</b> attend.</li> <li>• visitors induction – which <b>all</b> visitors <b>shall</b> attend</li> </ul> The full project induction will be given on the following days at 8.30am: <b>Monday, Tuesday, Wednesday &amp; Thursday (insert days)</b> The <b>full project specific induction</b> informs all operatives, staff and management of the specific risks associated with this project together with the arrangements in place for Health, Safety and Welfare. The <b>supervisors' induction</b> is specifically addressed to the project management and foreman and is to complement the full project induction. This communicates to the subcontractors project management and foreman what we expect from them, how we expect them to behave and set a good example to others.

# Construction Management Plan – Woolston Primary School



The **project visitor's induction** will be given to every visitor that comes on to this project, including our own staff (no matter how senior), any HSE inspectors, any person from the client's team etc. This induction highlights specific risks to any visitor's health and safety whilst they are on this project. The visitor's project induction will be handed to each visitor as they sign in at the security / signing in point.

**Note:** All visitors to the project will need to be accompanied at all times when they are not in a clearly designated safe route or area.

## 9. Co-ordination, communication and co-operation

### 9.1 Construction programme

All works will be carried out in accordance with the construction programme.

If this programme is updated, then the programme(s) will be re-issued to all subcontractors and parties involved in this project under an instruction. The construction programme sets a sequence to which all design and works are to be undertaken in a safe and logical approach.

To assist the design team in prioritising the release of design information and associated designers risk assessments, an information required schedule will be produced. This will link the release of design information to the construction programme and subcontractor package procurement. The designers will be required to follow this schedule in order that each subcontract package obtains all the relevant information, including the relevant designers risk assessments at the required time.

### 9.2 Project meetings

To assist in the smooth running of this project the following project meetings have been implemented to assist in co-ordination, communication and co-operation between all parties involved.

Meeting	Purpose	Parties Involved	Frequency
Design team meetings	Co-ordinate design Resolve design issues Monitor information release	ISG Design Manager Client Project Team	To be agreed with lead consultant or Project leader / nominated manager
Client project meetings	Gives client an overall picture of the project, including Health and Safety	ISG Client Project Team End Users CDM Coordinator	Monthly
Subcontractor directors meetings	Review project HSQ&E, progress, and financial issues with the subcontractors directors.	ISG Project Team Subcontractors	Monthly
Subcontractor progress meetings	Review progress against programme Resolve co-ordination issues Discuss key issues including HSQ&E	ISG Project Team Subcontractors	Weekly
Subcontractor	Review all aspects of Health and Safety	ISG Project Team	Weekly

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Meeting	Purpose	Parties Involved	Frequency
Health and Safety Meetings	on project with all subcontractors supervisors	ISG H&S Subcontractors	
Four weekly Health and Safety review meetings	Internal review of the Health and Safety performance and issues over the past month.	ISG Project Team ISG H&S	Monthly
Lifting team weekly review meeting	To ensure co-ordination, communication and update of the project lifting plan.	ISG Project Team Subcontractors	Weekly
Lifting team daily co-ordination meeting	To ensure co-ordination of contractors using lifting equipment on the project	ISG Project Team Subcontractors	Daily
Foreman's walk round	To monitor co-ordination, housekeeping and material storage	ISG Foreman	Daily

## 9.3 Tool box talks

To reinforce project Health, Safety and Environmental issues and the requirements of the Method Statements / Risk Assessments, each subcontractor will be required to carry out Tool box talks. The Project Leader / Nominated Manager will agree a programme for Tool box talks with each subcontractor and monitor their compliance. All Tool box talk records will be maintained within the project office.

## 10. Handling design changes during the project

**Contractor's design – permanent** - The following design activity is to be managed by ISG Construction

**Contractor's design – temporary** - The following design activity is to be managed by ISG Construction

## 11. Information and training

Induction training **shall** be provided to everyone wishing to work and visit this project (see Section 8.4 of this Construction phase plan). Refresher induction training **shall** be provided as project conditions change.

The following tasks have been identified as requiring specific training:

Task	Training required
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# Construction Management Plan – Woolston Primary School



Task	Training required
Scaffolding	Appropriate CITB/CISCS
Asbestos	N/a (being removed by the Client)
Hoist operator	CITB
Plant operator	CITB
Crane operator and banksman	CITB

Statutory notices and health & safety awareness posters **shall** be displayed Site Office & Welfare Facilities.

A copy of this Construction phase plan, together with the project specific project safety rules **shall** be formally issued to each subcontractor prior to their start on the project.

## 12. First aid and accident reporting

### 12.1 First aid

- The first aiders on Project will identify themselves by wearing a green safety sticker on their helmet.
- The first aid boxes are located in the project office.
- A copy of all first aid certificates will be maintained within the project office.
- The following ISG first aid personnel will be deployed on this project:

Name	Certificate expiry Date
Project Manager (TBC)	TBC
Steve Lowton	TBC
Helen Bishop	TBC

### 12.2 Accidents, accident and near miss reporting

Accidents, incidents and near misses Shall be reported to / by the Project manager, in accordance with internal company procedure 304.22. Subcontractors are required to comply with the requirements of this procedure and inform project management of any accident / incident. The project accident book is located in the project manager's office. All ISG Construction's reportable accidents will be reported to the HSE by the HQSE Director/Manager.

### 12.3 Project emergency references

Contact	Name	Contact number
Health & Safety Executive		0845 345 0055
Environment Agency		0800 807 060

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Contact	Name	Contact number
Environmental Clean-up		0800 807 060
Police		999 or 112
Fire		999 or 112
Hospital	Trafford General Hospital	
Hospital address	Moorside Road, Davyhulme, Manchester, M41 5SL	0161 748 4022

## 13. Project rules

The Project manager will ensure the project rules are drawn up, and displayed in the project office and the canteen. All project staff and operatives will receive a copy of the rules as part of their induction

## 14. Fire management

Fire extinguishers **shall** be located at fire points. Fire points will be located within 30 metres of any point in the building, ideally near fire exits and in corridors. Each fire point **shall** contain water and a carbon dioxide fire extinguisher.

Each fire point will be numbered and identified with a fire point sign. Each fire extinguisher will also be numbered to correspond with the fire point to where it has been allocated. A missing sign will be placed behind the fire extinguisher trolley, to discourage subcontractors from moving / using our extinguishers.

All extinguishers **shall** be maintained and inspected weekly. A record of inspections **shall** be kept.

All fire point locations and fire exits will be clearly identified on laminated project layout plans, and displayed on each floors information board and at the project entrance. The location of the muster point will also be clearly displayed.

Fire point locations, fire exits and the muster location **shall** be given to all operatives at the project induction.

A fire detection system will be installed within this project and within our project offices.

Where there is a canteen and hot food is prepared a dry powder extinguisher **shall** be provided and kept within the kitchen area, together with a fire blanket. Canteen and cooking areas must always have a fire detection system.

Temporary accommodation will be constructed from non-combustible materials and all walls and doors **shall** achieve 30 mins fire resistance. Where food is cooked in a canteen the walls **shall** be built to 1 hour fire resistance

Heaters in project offices and welfare facilities must be fixed above floor level have enclosed elements and be fitted with metal guards. Drying racks and coat hooks will be located safely away from heaters.

## 15. Monitoring and audit (health, safety, quality and environment)

### 15.1 On-site monitoring

The Nominated Manager Shall ensure that performance is monitored on site on an on-going basis, through regular inspections of the site and works in progress, commensurate with the nature of the works and associated risks.

Quality inspections will be undertaken in accordance with the Inspection and test plan.

### 15.2 2<sup>nd</sup> party monitoring

Safety / Environmental and Quality inspections will be undertaken on a fortnightly basis (approximately) by the company's HSQ&E Managers, and scored inspection sheets prepared. Non-confirming activities will be addressed in a

# Construction Management Plan – Woolston Primary School



<b>15. Monitoring and audit</b> (health, safety, quality and environment)
timely fashion. The HSQ&E Manager's will visit and inspect the works at any time, either of their own volition or by request.
<b>15.3 Audit</b>
Periodic audits to confirm the implementation of Health Safety, Quality and Environmental systems will be carried out in accordance with company procedures.
<b>15.4 Contract review</b>
Monthly contract review meetings will take place to review all aspects of the project.
<b>15.5 Non conformance</b>
Non-conforming subcontractors or suppliers will be managed via the company's non-conformance processes.

<b>15.6 Health &amp; Safety File Requirements</b>
<p>The client will require two hard copies of the completed Health and Safety Files both copies to be given to the CDM co-ordinator at final handover of the buildings within the project.</p> <p>Operational and Maintenance Manuals Shall be provided two weeks prior to hand over.</p> <p>The designers and Principal Contractor Shall ensure that all relevant information including as built drawings are passed to the CDM Co-ordinator in reasonable time for inclusion within the Health and Safety File.</p> <p>The Designers Shall notify the CDM Co-ordinator in writing of any substantial design changes that take place during the Construction Phase of the Project. Health and Safety issues arising from the design changes Shall be discussed with the CDM Co-ordinator.</p> <p>The Principal Contractor Shall at an early stage identify to the CDM Co-ordinator the Health and Safety implications of all design elements within the Contractors' packages.</p> <p>Where any changes in the design may be appropriate for inclusion into the Health and Safety File the appropriate changes must be communicated to the Principal Contractor and CDM Coordinator by the Designer(s) involved.</p> <p>Where any changes in the construction works may be appropriate for inclusion into the Health and Safety File the information must be communicated to the CDM Coordinator by the Principal Contractor.</p> <p>The Principal Contractor to collate adequate information to compile a Health and Safety File on an on-going basis and a draft complete copy shall be submitted for comment prior to practical completion.</p> <p>One hard copy (to be delivered to the school) and three electronic copies (to be delivered to the Client in .pdf format) shall be prepared in accordance with the general requirements of the current CDM Regulations 2007 as scheduled below.</p> <p>Contractors shall ensure that any information supplied relating to the disposal of materials, products or equipment, shall be communicated to the Principal Contractor for inclusion, as appropriate, into the Health and Safety File.</p> <p><b>ACOP GUIDE ON CONTENTS OF THE HEALTH AND SAFETY FILE</b></p> <p>When putting together the Health and Safety File, you should consider including information about each of the following where they are relevant to the health and safety of any future construction work. The level of detail should allow the likely risks to be identified and addressed by those carrying out the work.</p>

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## 15.7 Contents of the Health & Safety File

The contents of the Files Shall be in accordance with Regulations 20(1) (c) and (2) (e) of the Construction (Design and Management) Regulations 2007.

### Description of the Works

Provide a brief description of the work carried out.

### Residual Hazards

Refer here to information from the project regarding known hazards (e.g. asbestos surveys, buried services or structures, contamination, fragile roofs, soil investigation etc).

### Key structural principles

For example, bracing, sources of substantial stored energy – including pre—tensioned members) and safe working loads for floors and roofs, particularly where these may preclude placing scaffolding or heavy machinery there.

### Hazardous Materials Used

List here any hazardous materials used during construction, which may reasonably provide a hazard to people in the future (e.g. lead paint, special finishes, etc).

### Installed Equipment

List here equipment which has been installed, e.g. cranes, lifting beams, compressors, etc and reference manufacturers' information, O & M Manuals and as built drawings.

### Cleaning & Maintenance Requirements

Details of how the structure should be cleaned and the equipment required to carry it out.

### Significant services

Nature, location and markings of significant services, including underground cables, gas supply equipment, fire fighting services etc.

### Information and as-built drawings

For the structure, its plant and equipment (for example, the means of safe access to and from the service voids, fire doors and compartmentalisation etc).

## 16. Environmental management, Restriction & Existing On-Site Risks

### 16.1 Environmental aspects and impacts

The identification and control process relating to the project aspects and impacts are outlined in ISG Company management procedure 505.05

### 16.2 Project waste management plan

Refer to detail in Site Waste Management Plan – ISG File 6

### 16.3 Existing Traffic Systems

The school is predominantly served by Hall Road which also serves public transport vehicles, commercial traffic and local residential access, as well as school traffic. The maintenance of adequate vehicular sight-lines will be essential for the protection of pupils, staff and visitors to the school and surrounding residential properties.

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## 16.4 Deliveries

All steps must be taken to minimise risks to the safety of all concerned. This item will be covered in the Principal Contractors method statements for site security and delivery of items to and around site. The access and egress of the residents and their visitors to the surrounding homes as well as emergency vehicles is of paramount importance and as such the parking of contractor's vehicles will not be allowed on the surrounding access roads at any time.

Prior to commencement on site, local traffic routes will be agreed in detail and a layout drawing prepared by the Principal Contractor. Deviation from the agreed route Shall not be made without the prior agreement of the CDM Co-ordinator. The Contractor will fix a copy of the layout drawing on the Site Notice Board and include it in his Site Induction process.

## 16.5 Waste Management

Any skips provided for waste or scrap material should be locked closed when not in use or if of the open type removed from site each day. Any waste skips must be segregated from public areas.

ISG will provide details of their proposed method of waste disposal, together with valid certificates to verify the use of suitably licensed registered waste carriers and waste receiving facilities in particular with regard to the disposal of any known contaminated or hazardous waste. This information will be constantly updated & revised in SWMP.

Contractors will store all toxic and hazardous waste materials in suitably contained or bunded areas, which prevent spillages or leaks. Such materials should be kept away from drains and watercourses and disposed of in accordance with current regulations.

## 16.6 Management of fuel (oil & diesel) - The following arrangements will be implemented for managing the oil and fuel stored on site

<b>Location</b>	Site Compound area
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Do not store tanks on the top of containers unless a suitable and sufficient risk assessment has been produced and reviewed by the HSQ&E Manager.

<b>Tank</b>	Self-bunded with 110% capacity and lockable
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<b>Drip protection</b>	Tray
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## 16.7 Adjacent Premises

Woolston Primary School is located within a predominately residential area of Woolston, Warrington. Vehicular and pedestrian access is compromised by adjacent buildings and access by staff, pupils, residents and the general public around the general area.

The school is predominantly served by Hall Road which also serves public transport vehicles, commercial traffic and local residential access, as well as school traffic. The maintenance of adequate vehicular sight-lines will be essential for the protection of pupils, staff and visitors to the school and surrounding residential properties.

The adjacent educational buildings will remain operational during the works and all necessary protection and separation arrangements must be in place to ensure the health, safety and welfare of staff, pupils and visitors during the works. Site hoardings must be positioned and construction vehicular access designed to accommodate the shortest practicable safe pedestrian routes and parking areas to all live facilities and these arrangements must be retained throughout the works.

All site hoardings will be of substantial construction and retained in good condition throughout all construction



# Construction Management Plan – Woolston Primary School



operations. Construction signage will be clear and unambiguous particularly around entrances to the site.

Consideration will be given to those pupils for whom English may not be their first language. All barriers must be appropriately controlled and secure at all times to prevent unauthorised access by staff, pupils, visitors and the general public.

Access and separation arrangements will be subject to continuous review and change to suit internal site conditions and also the operation of adjacent buildings. Adequate notice will be given to Warrington BC and school in respect of any proposed change to the agreed site security arrangements to allow reasonable time for all affected parties to undertake the necessary consultations. Change proposals will be fully documented (reasons for change, scope of change, revised site plan, timetable and a suitable and sufficient Risk Assessment). This auditable trail will be lodged within the developing construction Health and Safety Plan.

All activities within the agreed boundaries of the construction site will be the exclusive responsibility of the ISG. However outside these hoardings the Principal Contractor will also have responsibilities to ensure their activities and those of their sub-Contractors, (deliveries, waste removal, site traffic etc.) do not pose any risk to the health, safety and welfare of the school demise or operations, or the general public.

It is possible that other construction Projects, in the vicinity of the school, may be commencing prior to the completion of the construction phase. The potential impact of any other works will be continuously assessed.

Clear access must be retained for emergency vehicles to all adjacent school operational facilities at all times. ISG will develop the site emergency plan in agreement with the Fire Brigade.

Authority in order that established arrangements are not compromised.

## 16.8 Services Information

The contractor is required to comply with the special requirements in relation to the services contained in the contract. Therefore the Principal Contractor must pay specific attention to the requirements of all the relevant statutory undertakers when working adjacent to their plant and (or) services.

Risk Assessments and method statements relating to the above will form part of the Construction Phase Health and Safety Plan and will be inserted when received prior to any commencement of work.

All live services on site must have their locations confirmed by the Principal Contractor using existing searches information along with the use of suitable detection equipment and safe hand digging practices.

Existing drawings cannot be guaranteed to be precisely accurate. ISG will be responsible for ascertaining the positions of all services whether shown on drawings or not, and should make his own enquiries regarding existing services prior to commencement of work and shall be fully responsible for establishing the exact location of the same.

A Permit to Work system is employed by Warrington BC. ISG will ensure that all underground services are isolated as necessary prior to undertaking any work, giving adequate notice of any connection or disconnection work to Warrington BC and statutory authorities.

### Working Close to or on Site Services (including temporary electrical installations)

1. Service drawings are available & will be issued to all parties prior to commencement of works to or close to services
2. The services have been marked up on site wherever reasonably practicable
3. Only fully qualified personal will be allowed to work on existing services
4. All services operatives will be fully inducted and service drawings & their location will be discussed prior to any commencement of works
5. All service operatives will read & sign their companies RA/MS's indicating they fully understand ACOPs & Safe Working Practices

# Construction Management Plan – Woolston Primary School



6. Permits to Work will be issued by ISG prior to any works commencing
7. All permits will be signed off by the service operative once works have been fully complete or at least 1hr from the end of the day

## 16.9 Existing Structures

The current existing School is programmed in to be demolished upon completion of the new build school. The site will be fully enclosed whilst the

## 16.10 Asbestos

A full R&D Survey will be undertaken and the Report is to be prepared by the Client. A programme of phased asbestos strip out will be agreed. Clearance certification will be provided by Warrington BC.

No demolition site works are to commence without this certification.

## 16.11 Air/Dust Emissions

In general, it is an offence to cause a statutory nuisance from dust arising from the site which is prejudicial to health or a nuisance. Best practicable means must be taken to prevent any statutory nuisance.

The following conditions will be complied with:

- (a) Avoid emissions of dust by use of water spraying and other dust suppression techniques on stockpiles and vehicles
- (b) Vehicles removing dusty materials from site should be adequately sheeted.

ISG will take precautions to prevent dust nuisance arising from the works and Shall include watering which may be required from time to time. The Principal Contractor will ensure that highways used by them or any of their Sub-Contractors or suppliers of materials or plant are kept clear of all dust, mud, dirt and debris which emanate from the works.

## 16.12 Noise on Site

Best practicable means to minimise noise and vibration from the site Shall be employed at all times and special consideration will be given to Part 1, Section 5 of British Standard 5228: 1994 Noise Control on Construction and Open Sites, especially:

1. Work programmed to minimise noise at unreasonable hours e.g., work times will be agreed with the client and the CDM Coordinator.
2. Noisy plant and equipment Shall be sited as far as possible from noise sensitive buildings, use of barriers, e.g., soil mounds, site huts, acoustic partitions, etc. to deflect noise away from noise sensitive buildings Shall be employed wherever practicable.
3. Quiet types of plant, vehicles and equipment Shall be used where practicable; plant vehicles and equipment Shall, where possible, be fitted with silencers, acoustic hoods or covers which should be kept in good order and used at all

# Construction Management Plan – Woolston Primary School



times.

4. Plant, vehicles or equipment used intermittently should be shut down or throttled down to a minimum when not in use.

5. Care should be taken when loading or unloading vehicles, dismantling scaffolding, etc. to minimise impact noise.

6. Access to the site should be so sited to minimise disturbance to persons in noise sensitive buildings by vehicles entering or leaving the site.

Any pneumatically operated percussive tools Shall be fitted with approved mufflers or silencers which Shall be kept in good repair.

## 17. Community engagement

The following process will be adopted as part of the project community engagement approach

Activity	Yes	No
Newsletters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Liaison meetings (out of hours with neighbours)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Feedback questionnaire	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Neighbourhood visits	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Project website	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Student visits to site	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Student visits to other ISG sites	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

# Construction Management Plan – Woolston Primary School



## Appendices

**A**            Site layout plan/traffic management plan



# APPENDIX A

Site Layout Plan/Traffic Management Plan

Gary Willis  
Design Manager  
Construction  
ISG Building 1,  
Exchange Quay,  
Salford Quays  
M5 3EA



29<sup>th</sup> January 2013

Dear Gary,

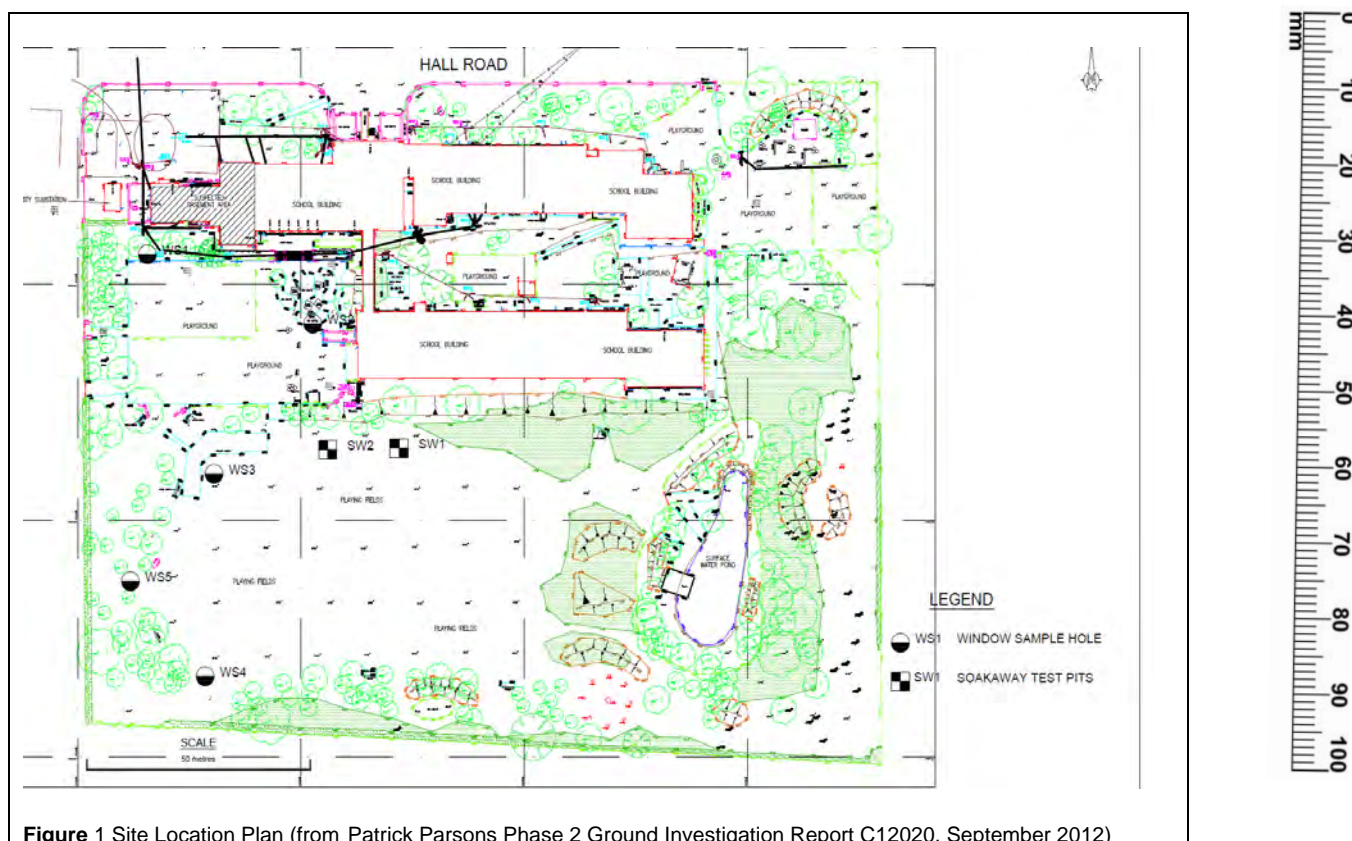
**RE: Woolston School, Hall Road, Warrington WA1 4PA**

Thank you for the instruction to assess potential remediation measures for the redevelopment of Woolston School.

### Summary of Previous Work

Chandos Remediation (Chandos) has reviewed Patrick Parsons Phase 2 Ground Investigation Report C12020, September 2012. The investigation comprised completion of four window samples boreholes and two soak-away test pits and laboratory testing of soils.

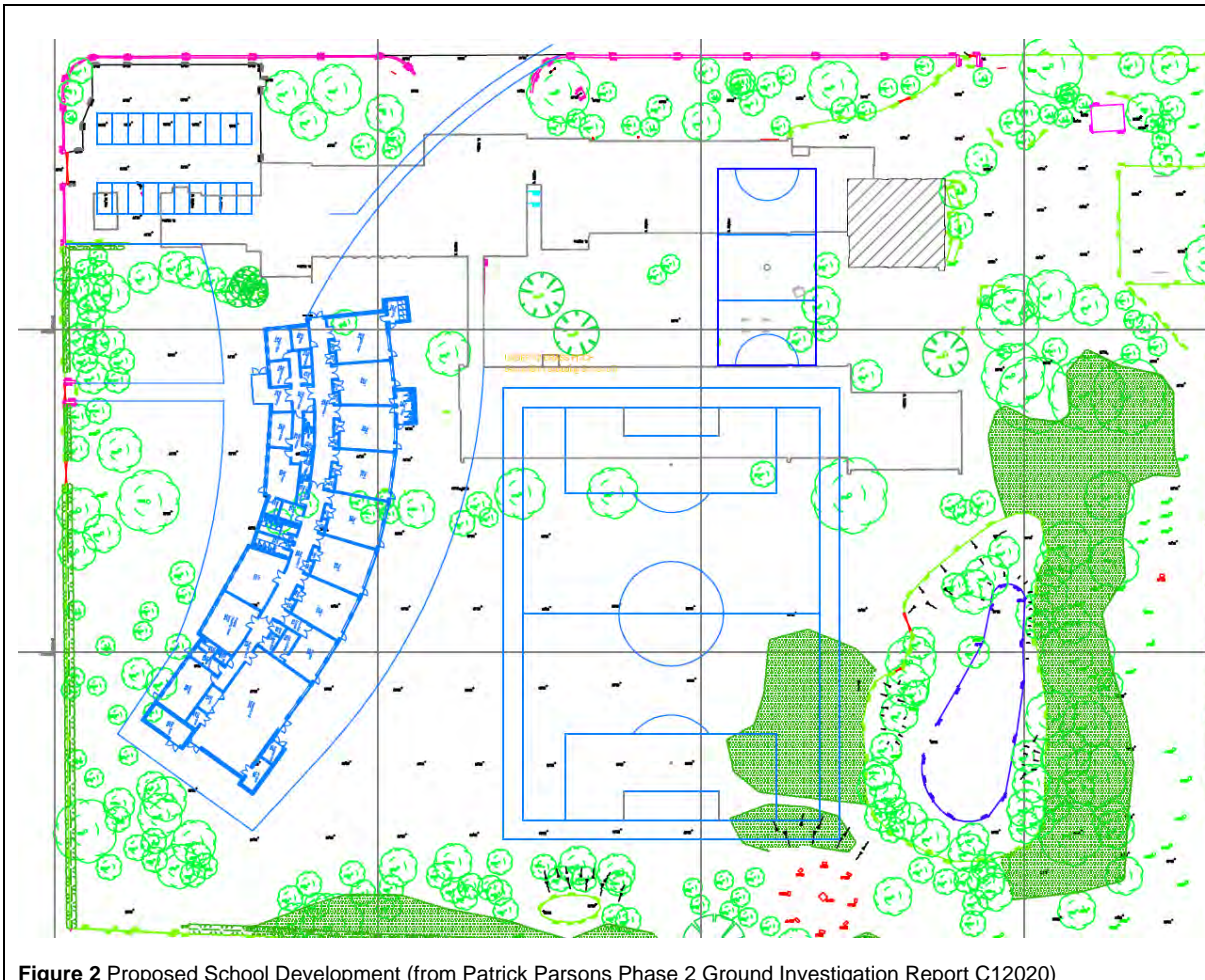
In general, the investigation found ground conditions to comprise 0.5m sandy topsoil resting on sand and clay layers proven to a depth of 4.7m below ground level (bgl). With exception of 0.9 mg/kg benzo(a)pyrene located at 0.4m bgl in WS2, no other contaminants of concern were identified at the site.



**Figure 1** Site Location Plan (from Patrick Parsons Phase 2 Ground Investigation Report C12020, September 2012)

## Development Proposals

The proposed development includes construction of a new school building.



## Current Work

The ground investigation indicated one location of soil impacted with 1.9mg/kg benzo(a)pyrene at a depth of 0.4m in WS2. It appears that the location of the impacted soil is beneath the proposed structure and could have been retained onsite without any requirement for remediation.

Construction works required a reduced level dig across the footprint of the new school building to facilitate installation of a piling mat and foundation. The reduced level dig has removed and disposed off-site circa 1150m<sup>3</sup> of soil, including the benzo(a)pyrene impact.





## Photographs



**Photograph 1** – Area of reduced level dig in the north of the site (WS2).



**Photograph 2** – Area of reduced level dig in the south of the site.



**Photograph 3** – Naturally occurring sandy soils



**Photograph 4** – Excavation at site boundary showing topsoil and sand.



**Photograph 5** – Stockpiled sandy soils



**Photograph 6** – Stockpiled top soils



## **Remediation Options**

It appears that the soil impacted by Benzo(a)pyrene has been excavated and disposed from site. The residual soils and those stockpiled intended for re-use appear to be of a good quality suitable for use in school grounds.

No other remedial measures in respect of soil contamination are considered necessary. However, the Patrick Parsons ground report advises that on-going inspection of soils should be undertaken to identify any unforeseen soil contamination.

## **Concluding Remarks**

We trust this meets with your current requirements and should you require further information please don't hesitate to call.

Yours sincerely

For and on behalf of Chandos Remediation

A black rectangular box used to redact the signature of Richard Horsnell.

**Richard Horsnell BSc MSc CGeol FGS**  
**Director**