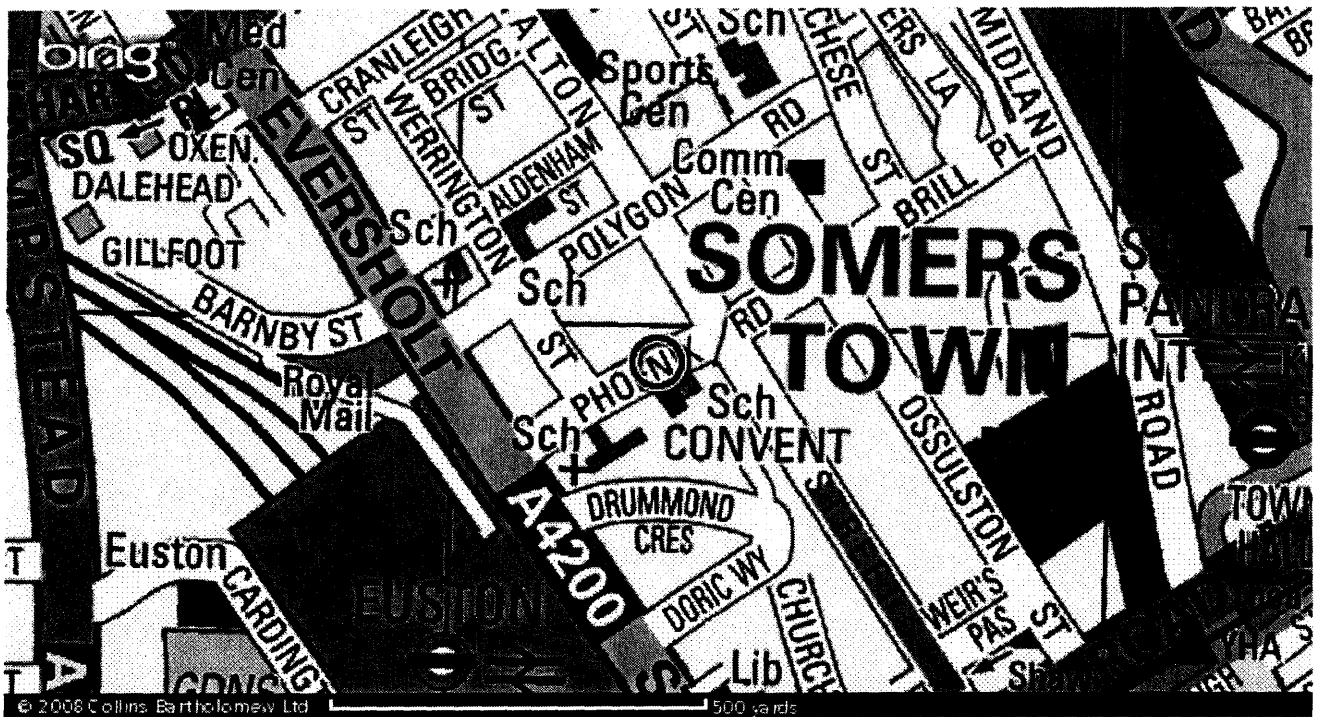


42 Phoenix Road, Camden, London

Construction Management Plan

Prepared for Findlay Estate Company Ltd-April 2010



Prepared by R M Mills Revision E

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Introduction

The construction phase health and safety plan has been produced for **The Findlay Estate Company Ltd** in accordance with all current Mike Mills Contracts policies and procedures. Set out below is a brief overview of the systems and procedures we would intend to utilize in controlling the construction operations on site, ensuring all Mike Mills Contracts standards and protocols are adhered to in order to progress the project in the most safe and efficient manner possible. This plan has been drawn up in conjunction with Health & Safety Management Systems and Environmental Management Systems in place at the time of award of contract.

Site location

The site is situated at the junction of Phoenix Road and Charlton Street, Camden NW1 1TA

The site comprises the existing 42 Phoenix Road building and rear play area/gardens

The development entails the construction of a new lower ground, ground, first, second, third And an upper floor roof extension with alterations and refurbishment to the existing building. The lower ground, ground and first floors are to be a day care centre, the second, third and upper roof floor are to comprise of 14 no student flats.

There will be an increase in controlled area car parking.

Existing Boundaries

The site is surrounded on all sides by residential dwellings and the Maria Fidelis School abuts the west wall to the north are residential apartments and flats, to the south is Charlton House which comprise of residential flats and to the east are residential apartments and commercial premises.

The existing main entrances are on the north Phoenix Road elevation

Site access and traffic management systems

Traffic systems and restrictions

Phoenix Road and Charlton Street are both through roads with Controlled Parking in place.

Delivery vehicular access for the construction and refurbishment works will be via Phoenix Road and Charlton Street rear car park gated access This will be controlled by a security guard and a traffic marshal. The traffic marshal will ensure all deliveries are removed from the public highway and onto site via the rear gated access upon their arrival, minimising the construction impact on the neighbouring environment. This access is situated to the rear of 42 Phoenix Road and west side of Charlton Street screened from residents in Charlton House by security fencing

Turn round space will be provided for smaller delivery vehicles at the end of the car park so that they do not reverse into the road.

42 Phoenix Road Camden London

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Larger delivery vehicles must not reverse into the car park without the aid of a traffic marshal they also must not reverse into the road.

These delivery areas will be clearly identified on site and be serviced accordingly by forklift. Proposed delivery areas will also be illustrated on a copy of the site layout plan. Deliveries waiting for site access for unloading must not park on either Phoenix Road or Charlton Street but must return as directed by our traffic marshal who will then direct to the loading slot and ensure that any vehicle is not left unattended and has the engine turned off.

Deliveries to Phoenix Road must not arrive within one half hour either side of school starting and one half hour either side of school ending

Scaffolding will be erected to the north, south and east elevations, the base lifts will be erected over the weekend to avoid congestion to Charlton Street, these base lifts will be protected by a 2m high hoarding. During erection temporary security fencing will be erected during these works and temporary footpaths will be provided for the public as directed by the site manager. On completion of the scaffolding erection a permanent hoarded pedestrian walkway will be erected

A mobile crane will be required for the installation of the roof steelwork, a traffic management system would be required for the safe parking of the crane and delivery vehicle at the Phoenix Road elevation

During steel erection temporary security fencing will be erected during these works and temporary footpaths will be provided for the public as directed by the site manager

Contractors and visitors (pedestrian) will enter and exit the site from the Phoenix Road Main building entrance security office

Emergency services routes and access by third parties

Access for emergency services on site will be via the site access routes and emergency escape routes. Local Emergency Services will be notified of the access points before work starts on site and in due time before access arrangements are relocated. A traffic marshal permanently located at the main delivery site entrance will ensure that safe access routes are always maintained for emergency services.

Police requirements

No specific Police requirements are envisaged. We will however maintain regular contact with the Police on such matters as abnormal load licences and be fully cooperative with any unforeseeable matters.

Local Environmental considerations

As the site is located within a primarily residential area it is our intention to minimise the impact that the construction process could cause to the Local Environment and the neighbouring community.

All care will be taken not to cause the school environmental nuisances, noise and dust pollution. Below are some actions that will be carried out to abate these problems.

We would also arrange to visit the school to give a presentation prior to and during the construction phases to warn of the dangers of construction sites.

42 Phoenix Road Camden London

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Reduction in noise disruption will be achieved by: -

- Coordinated delivery times and efficient traffic management to prevent queues of traffic accessing the site
- Ensuring all plant has sound reduction measures (mufflers, baffles or silencers)
- Utilising construction techniques that minimise the production of noise.
- Utilisation, where possible of pre-fabricated components.
- Utilisation of baffle system during the demolition process.
- Strict adherence to the site working hours.
- Using Acoustic hoarding where necessary.
- Carry out daily noise surveys at perimeter of site and record findings. Implement action plan where noise levels exceed acceptable levels

Reduction in dust pollution and other airborne debris will be achieved by: -

- We will establish air quality procedures to minimise dust generation and control plant and vehicle exhaust emissions.
- We will undertake regular air quality sampling to ensure that we are not impacting on the existing air quality levels.
- Ensure that all materials transported to and from site are in enclosed containers or fully sheeted.
- During dry periods the works are to be damped down to control the generation of dust.
- Ensuring materials have a minimum of packaging
- Ensuring all polystyrene and similar light weight materials are weighted Down
- Making sure all dust generating materials are adequately packaged
- Provide regular road cleaning using road sweepers or brushes to control dust and mud.
- Keeping the loading drop heights of spoil into lorries as low as possible.

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- Implementing an effective procedure to deal with complaints from third parties to ensure issues are dealt with efficiently and quickly, via an advised and dedicated telephone number.

In addition to the above provisions the following measures will be taken to reduce any further negative effects on the environment: -

- Ensuring all contaminants kept on site are safely stored with the necessary procedures put in place for leaks and spillages etc.
- A waste management system will be implemented on site. We treat environmental issues seriously and will carry out good management practises to minimise the effects of noise and dust on the environment and local community. We will also liaise with the local neighbours regarding any other sensitive environmental issues that need to be addressed.

Existing trees that are designated to be pruned will be undertaken out by specialist tree surgeons and the materials shredded for recycling where practical. Any diseased branches will be removed for burning in an appropriate location.

These pruning works will be agreed with the local authority before work commences and carried out as defined in the preliminary Method statement

SITE SETUP

Site Access

Contractors and visitors (pedestrian) will enter and exit the site from the Phoenix Road Main building entrance security office

Welfare facilities and site offices for the principal contractor and some subcontractors will be located within the main building by utilising the existing flats prior to refurbishment

Operatives can only access the site working areas after receiving induction training and passing through the security office.

Site notice boards will be displayed at the site entrance and will display the project particulars, contact details, access and egress procedure, site rules and all necessary health and safety information.

Site Security

Security during site working hours will be maintained by the security guard posted at the Phoenix Road site office.

Vehicular gates at the Charlton Street entrance will be locked and controlled by our traffic marshal for vehicle movements.

Out of hours security will be supplemented with the use of onsite security personnel during the fit-out stage of the project and will deter theft and damage.

Fire escape routes, fire fighting stations, alarm points, muster points and practice drills within the works will all be as Mike Mills Contracts Standard Health and Safety Procedures and agreed with local fire officer.

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Site management will be responsible for seeing that all plant and materials are stored safely and securely after the workday ends.

Control of construction traffic

Suppliers and subcontractors will be notified in advance of the desired location for delivery. Direction and access point maps with site delivery rules and times will be sent out with each order.

Any abnormal loads to be delivered will be notified in advance to the Local Authorities/Police.

All deliveries to site will be scheduled by our site Logistics co-ordinator. All unscheduled or non-agreed deliveries will be turned away. A schedule of deliveries will be issued to the traffic marshal by the logistics co-ordinator when on site.

All gates on site open inwards and will not impede the public highway of footpaths at any time.

Emergency Services

Emergency services will be informed of access arrangements to site areas. Calling the services will be actioned in accordance with our site emergency procedures.

Site Offices and welfare accommodation

The site office set up will remain in at the main Phoenix Road entrance for the majority of the project

Suitable drying rooms, canteen facilities and toilets will be provided within the close proximity of the site office.

Sub contractors will have a designated area for their offices and small stores within the building. Electricity and communications links will be provided to the area for quick and easy connections. Subcontractors will share the main contractor's welfare facilities.

Screens or opaque windows will be provided to prevent overlooking into adjacent private homes if required.

Liaison and good neighbour policy

We pride ourselves on the good rapport we have established with a variety of different neighbouring parties on all of our construction schemes and aim to continue this at 42 Phoenix Road. Our experience of construction within this type of environment has led us to develop an effective system to manage our activities in a proactive and consultative manner to avoid conflicts for the benefit of everyone involved.

Within our site management team, a single point of contact will be made at a suitable level of seniority to liaise with the local neighbours. Our Senior Project Manager will be the liaison contact point throughout the contract. He will have the ultimate responsibility on site and the necessary authority to direct operations.

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Information will be distributed to the neighbours on a regular basis to advise them of our planned operations and any impact they will have upon them. This will be carried out in conjunction with Findlay Estates Ltd

We will establish regular meetings for the community to discuss to ensure their opinions and requirements are aired and accounted for.
The members of the public will be able to communicate with us via our dedicated
The phone number that will be posted on our hoarding

Protection of Third Parties

All site activities are to be contained within the hoarding line and a comprehensive traffic management plan will be implemented to ensure no disruption is caused to traffic or pedestrians on the adjoining roads or walkways. Specific loading and unloading areas have been designated inside the site boundary
Where construction or demolition works are to be carried out above any adjoining buildings, roads or pedestrian walkways and there is a risk of falling materials, monaflex sheeting or debris netting will be installed as a safety precaution.

Systems to be operated in order to comply with the terms and conditions of any Local Authority planning consent

Sign boards

The project signboard will be erected in accordance with the Client's wishes. The design of the board will be agreed with all parties before being erected.

Hoardings

The hoarding line will be shown on the site layout plan.
All boundaries of the project will be closed off using timber hoarding. All hoarding will be maintained and kept in good repair at all times and painted in Mike Mills Contracts company colours. Temporary hoarding will be erected at demolition stage until a permanent hoarding license has been awarded. Internal access routes and storage compounds will be segregated utilising 'herras' type fencing panels.

Pedestrian Access

All footpaths and walkways surrounding the perimeter of the site boundary will remain unimpeded from construction activities at all times, except for any such emergency requiring the full evacuation from site and further such planned works for connections to utilities
In these instances we will provide alternative pedestrian access in accordance with the Street Works Act.

Signage will be provided at vehicular access points to the site to give visual warning to pedestrians and speed restriction and warning signage will be provided within the site to warn outgoing drivers of the need to be aware of pedestrians. At the main construction vehicle point the traffic marshal will also assist large/long vehicles when entering or exiting the site.

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Working hours

Our normal site working hours in keeping with the restrictions imposed by the local Environmental Health Officer will be as follows

Monday - Friday 08.00 – 18.00

Saturday 08.00 – 13.00

Sundays and Bank Holidays Site closed

Notwithstanding this there may be certain occasions when work outside these hours may be necessary. In the event of this, work would only be carried out following consultation and agreement with the Environmental Health Officer.

Notifications

During the Contractor mobilisation period, following award of contract and possession of the site, communication will be set up with the following authorities:-

- Notice will be served to the Health and Safety Executive
- Meeting with Building Control and Planning Authorities
- Meeting with local Environmental Health Officer
- Meeting with local Police and Fire Brigade
- Liaison with local residents and retail operators
- Notification to the emergency services giving full details of the construction works.
- Highways Authority

Site surveys

Before work starts, we will produce:-

- A dilapidation survey of adjoining properties, adjoining public roads and paths, illustrating their current state
- A plan and level survey of the construction area
- A survey of the existing surface and foul water system
- A survey of all trees to be retained
- An Environmental and Noise Survey
- Party Wall and 3m and 6m Notices, surveys and schedules of work.

42 Phoenix Road Camden London

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Materials control and storage

Delivery vehicles will be controlled to ensure that unloading only takes place within designated times and in the correct location. All subcontractors will be required to produce a procurement schedule for their materials which will be monitored at their weekly or fortnightly meetings and must book delivery slots with our traffic marshal

"Just in Time" scheduling of deliveries where possible will minimise storage capacity required, double handling and congestion around the site.

Where "Just in Time" deliveries are not economic or practical, site storage of materials and plant will be very carefully controlled by restricted allocation of zones to particular trades. Detailed plans of the site will be drawn up outlining areas available for moving and storing materials during the various stages of the contract.

Wherever possible materials will be delivered shrink-wrapped and palletised to be unloaded and distributed safely by crane or hoist.

Diesel fuel for site plant will be stored in sealed tanks inside bunded walls in accordance with Mike Mills Contracts Environment Policy. The use of diesel driven plant and equipment will be kept to an absolute minimum. Wherever possible equipment and plant will be electrically powered to reduce noise and prevent emissions.

Secure storage of materials, plant, tools, chemicals and gases

Secure storage of materials, plant, chemicals and gasses will be controlled in accordance with our Health & Safety Procedures and Environmental Policy.

Craneage & hoists

The majority of unloading and distribution will be by fork lift these will be located as shown on our site layout plan.

Due to the requirement for mobile cranes all craneage will be under the control of the 'crane supervisor' who will be the appointed person for the project. His responsibility will be to ensure that each lift is planned from the point of delivery to the point of placement.

The crane will have its own allocated unloading zone and be guided by a competent banks man.

There will be scaffolding hoists provided for the fit out stages of the project, which will be serviced, when necessary, by forklift. Hoists will be located at ground floor level on the exterior of the south elevation of the building.

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Rubbish removal, management and recycling

An important part of the site management process involves site cleansing, rubbish removal and recycling.

We will produce a detailed Site Waste Management Plan in accordance with Mike Mills Contracts Environmental Policy.

This will include details of how we intend to reduce and manage site waste:

- The reuse of demolition waste on site will be implemented and we will ensure that all material removed from site is taken to waste recycling stations and separated for recycling where possible. Records of the waste recycling will be provided by the recycling stations.
- Enforcing good housekeeping measures e.g. proper storage of materials to minimise spillage.
- The use of raw materials as per manufacturer's instructions.
- Monitoring the generation of waste in order to identify trends and areas for further investigation.
- Identifying recyclable and salvageable materials and where feasible find secondary or alternative uses.
- Segregate waste types to facilitate recycling activities.
- Working with suppliers / subcontractors to minimise surplus material delivered to site.
- Working with suppliers to ensure only the necessary minimum of packaging is used.
- Consideration of alternative materials with lower wastage levels.
- Ensuring that all Duty Of Care and other legal requirements are complied with during the disposal of wastes.
- Consulting with suppliers to determine correct / appropriate disposal routes for waste products and containers.
- Assessing the project design to identify ways in which waste generation through raw material wastage and from temporary and permanent works activities can be avoided and minimised.
- Setting waste reduction targets as well as educating and informing site staff.

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- Reducing usage of diesel, electricity and water on site by adopting good practices and management procedures

General construction waste management will be provided by a package contractor who will be managed by our site logistics co-ordinator.

Where gypsum plaster products are used the specialist contractors will be required to arrange recycling directly with the manufacturer.

Data will be provided by the waste management contractor on the level of waste produced and the level to which this material has been recycled.

It will be the responsibility of each section manager to keep the site area under his control safe from build up of rubbish.

Induction / Site rules /consultation

Every person who enters the project will receive a specific project induction before they are allowed to leave the compound and commence work on site.

Inductions will provide an introduction to the project, a description of the project risks and a review of the individual's competency. Site Access passes will only be distributed following site induction from Mike Mills Contracts management personnel. All site operatives and visitors will be inducted prior to commencement on site in a clearly defined facility without exception.

Our induction talks for operatives new to the site will include site rules which cover among other things:

- Behaviour toward others on site and nearby
- Drugs and alcohol
- Smoking areas
- PPE and safety issues
- Welfare facilities and use of
- Security issues
- Emergency procedures
- Good and bad practice

We will hold regular consultation meetings with the workforce to assess safety performance on site and review where can be improved, these will be open to all on site, in addition to this we will actively encourage the use of a 'comment box' so that site observations can be forwarded and actioned in a confidential manner.