

**WILLIAM GOODENOUGH HOUSE
MECKLENBURGH SQUARE
LONDON
WC1N 2AN**

**PRELIMINARY CONSTRUCTION
MANAGEMENT PLAN**

ON BEHALF OF GOODENOUGH COLLEGE

MARCH 2010

1.0 BACKGROUND & PROPOSALS

- 1.1 William Goodenough House is situated on the north side of Mecklenburgh Square and currently provides residential accommodation as a Halls of Residence for post-graduate students attending the various universities within Central London.
- 1.2 The main part of the property was constructed in 1954, with further additional extensions in 1973 and 1984 for additional accommodation; this includes a mixture of single rooms, and one and two bedroom flats for post-graduate students who have families. The building also links into No 47 Mecklenburgh Square.
- 1.3 The main building is not listed, however it is situated within a Conservation Area, however, the small annex , No 47 Mecklenburgh Square, forms part of a short terrace of properties (numbers 43 – 47) and are part of the of the original buildings that formed the square.
- 1.4 The construction works consist of a single and two storey extension on the main part of the building highlighted on the attached plan (Drg no. 117), together with refurbishment of the remainder of the buildings inclusive of central heating replacement, electrical upgrade and amendments to toilets and facilities.
- 1.5 The project is likely to be undertaken in two phases with the original 1954 block being refurbished and extended first (subject of the current planning application), and the later additions refurbished as a second phase.
- 1.6 A contractor has not been appointed for the project and, therefore, a detailed Construction Management Plan will be developed in accordance with the CDM Pre-Tender Health & Safety Plan at an appropriate date. However, this plan has been put together by the College in order to show the strict requirements that will be imposed upon any contractor in order to undertake the necessary works.

2.0 CONSIDERATION FOR OUR NEIGHBOURS

- 2.1 First and foremost, the College appreciate that they are part of a community and that any contractors working on their behalf are guests of that community, and must ensure that proper consideration is given both to the College and all the neighbours that could be affected.
- 2.2 It will be a requirement that any contractor will register the site with the Considerate Constructors Scheme. Everyone working on any site registered within the Scheme is required to act considerately towards all those affected by the work. As part of the Scheme, all contractors will be monitored by experienced industry professionals to assess how they perform using an 8 point Code of Considerate Practice covering:-
 - i) The overall level of consideration
 - ii) Impact on local environment
 - iii) The cleanliness of the site
 - iv) Conduct as a “good neighbour”
 - v) How respectful the contractor is to others
 - vi) The safety measures enforced
 - vii) The contractor conducting themselves in a responsible manner
 - viii) The level of accountability demonstrated

3.0 REDUCING NOISE TO A MINIMUM

3.1 Whilst there are undoubtedly operations on any building site that will be noisy, careful consideration will be given to all methods of working to avoid any unnecessary disturbance. We will look very closely at the measures the contractor can adopt to mitigate not only noise, but any form of nuisance such as dust and vibration.

3.2 Where practical, for example, we will insist that the contractors:-

- i) Fit all machinery with silencers
- ii) Use acoustic screens to reduce noise
- iii) Keep windows shut or blocked open
- iv) Minimise the use of pneumatic drills
- v) Minimise grinder and cutting noise close to the general public

3.3 Noise levels at the boundary of the site are to be strictly monitored to ensure compliance with Local Authority Regulations. Where noise is unavoidable, the College and the contractor will give advance notice to the local residents and ensure the operations are carried out during agreed times only.

4.0 KEEPING THE SITE CLEAN

4.1 The contractor will be expected to operate a project specific safety, health, environmental and quality (SHEQ) plan.

4.2 Accordingly our contractors will be obliged to use working methods that absolutely minimise the creation of dust. Any dust they do create must be controlled adequately, to safeguard the health of all persons that may be exposed to dust and to not cause a nuisance to our neighbours.

4.3 Some methods we would expect the contractor to use to control the spread of dust are:-

- i) Damping down areas of the building prior to works being carried out – to ensure dust does not become airborne
- ii) Keeping windows shut or blocking openings – preventing dust from escaping.
- iii) Erecting screens around areas where any minor demolition is to be undertaken or other areas that generate dust so preventing dust spreading.
- iv) Enclosing the scaffolding in Monarflex PVC sheeting – so reducing the amount of dust escaping from the site.

5.0 ENVIRONMENTAL RESPONSIBILITIES

5.1 The selected contractor is to have a robust Environmental Policy which must be implemented on the site at all times. As the project is undertaken an environmental assessment based upon legal requirements, risk assessments and client and stakeholder concerns are to be developed.

5.2 Specific site emission control measures will include:-

- i) Use of electrical plant where possible
- ii) Where petrol or diesel plant is used, we will ensure emissions from the exhaust do not vent onto footpaths or adjacent properties
- iii) Ensure that all vehicles on or delivering to the site comply with MOT emission standards
- iv) Ensure all plant and equipment are correctly maintained to ensure compliance with emission standards
- v) Control and organised deliveries to site to minimise the queuing off site
- vi) Ensure that all engines are switched off when not in use

5.3 The contractor will agree the most appropriate routes to the site in conjunction with the Highways Authority. These routes will be issued to all sub contractors, suppliers and visitors.

7.0 WORKING TIMES

7.1 It is fully appreciated that the site forms part of residential area and as such the contractors will be required to work in accordance with the established rules for working in such residential areas. All site personnel will work to the following hours:

- i) 8am – 5:30pm hours weekdays
- ii) Where absolutely essential, 8am to 12 noon on Saturday, however we require that the contractor only works on Saturday where they need to carry out essential operations

7.2 Deliveries to the site will be restricted to between 8:30am and 4:30pm and deliveries arriving outside these times will be sent away.

7.3 The College and contractor will keep neighbours informed, in advance, of any unusual or unavoidable activities such as large loads, early deliveries etc.

8.0 TRAFFIC AND DELIVERIES TO SITE

8.1 The contractor will be required to minimise the amount of traffic and deliveries to site and in particular, all contractors and workmen will be encouraged to use public transport to travel to the site. Traffic to site will, therefore, be limited to vehicles delivering specific goods, materials or equipment. It may prove necessary to temporarily suspend some of the residential parking bays adjacent to the site, however, these suspensions will be kept to a minimum and will be agreed with the Highways Authority.

8.2 Access into the site is likely to be through the gates from Heathcote Street where essential and all materials will be delivered on to and within the boundary of the site and behind hoarding to minimise inconvenience to our neighbours.

8.3 The contractor will be required to implement a strict delivery procedure including agreeing times to ensure that there are no delays or over-running of the site with delivery vehicles. The contractor will have to ensure that all sub contractors and suppliers give at least 48 hours notice of deliveries and that these times are agreed and set out.

8.4 Separate pedestrian access will be provided from Mecklenburgh Square and all staff, operatives and visitors will enter at a specific point for control.

8.5 Anyone entering the site will be formally inducted. This induction will cover health & safety issues, the site rules, behaviour on site, neighbourhood issues, security and quality.

9.0 COMMUNICATION WITH OUR NEIGHBOURS

9.1 The contractors and their sub contractors will be required to deal with all neighbours as they would expect to be dealt with themselves.

9.2 The College will take the lead with early communication with their neighbours, and require the contractor to also open a dialogue and maintain a good relationship with the adjoining neighbours.

9.3 Before work commences, the contractor will send letters to the neighbours informing them of what will be happening and giving them contact names and telephone numbers, including a 24 hour emergency hot line.

- 9.4 Should there be any complaints arising from the works, local residents in the first instance will be able to call personally either upon the College or the site offices. The contractor's site manager will deal personally with any comments or complaints from the public or neighbours and ensure that they are resolved swiftly. A record will be kept of all comments and complaints.
- 9.5 To ensure that the contractor act as a good neighbour:-
- i) We will ensure site lighting does not affect neighbours
 - ii) We will ensure that all workforce maintain a respectable standard of dress code
 - iii) We will encourage all operatives not to leave site in dirty clothes
 - iv) We will provide ID cards / badges for all operatives

10.0 KEY HEALTH & SAFETY ISSUES

- 10.1 The design team in conjunction with the CDM Co-ordinator will develop a practical way of undertaking the construction of the site, and the contractor will be required to provide a detailed and rigorous Construction Phase Health & Safety Scheme prior to any works commencing.
- 10.2 The contractor will be required to enclose the boundary with a 2.4m high hoardings, adapted as necessary and painted to be agreed with the London Borough of Camden. Vision panels could be provided in the hoardings. Before scaffolding is erected, the existing trees will be protected from damage and any necessary pruning of trees will be carried out in an appropriate manner.
- 10.3 Scaffolding will be required to facilitate works to the external elevations and extension. All scaffolding is to be erected upon the demise of the College and we do not consider that there will be a necessity for any scaffolding overhanging public footpaths. As previously reported, all scaffolding is to be fully clad in Monarflex in order to provide additional security and safety, limit noise and dust.
- 10.4 Any vehicles entering or leaving the site will be supervised by a suitable road marshal / banksman.
- 10.5 The contractor is to ensure that there is no water run-off onto the public areas and materials are not stored outside the hoarding or domain of the College.

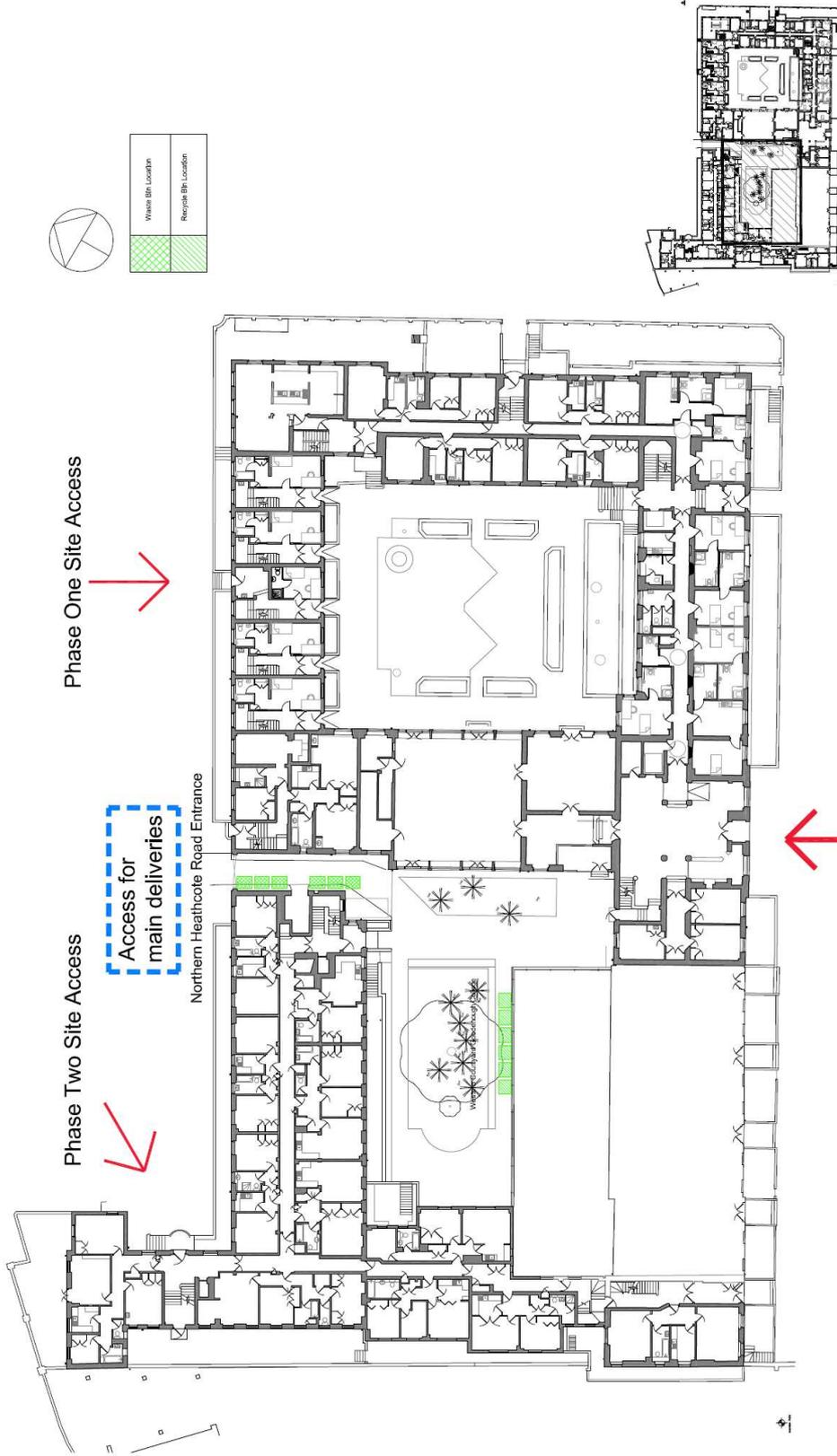
11.0 MINIMISING WASTE

- 11.1 It will be an essential point that the contractor will be able to demonstrate that they have a strong environmental and waste management approach and this will be required throughout the duration of the contract.
- 11.2 Where practical, the contractor will be required to source materials from local companies provided that specification requirements and costs are met.
- 11.3 Where practical, the contractor will source green energy providers for the construction phase.
- 11.4 The contractor will be expected to strive to procure local contractors for the project in order to minimise transport costs and the impact on the local environment.
- 11.5 In terms of managing the waste, the contractor will be required to fully co-ordinate this aspect both themselves and with all sub contractors or other operatives on site. The contractor will be responsible for:-
- i) Ensuring that the site is kept clean and safe
 - ii) The control and collection of waste from a central point

- iii) Segregation of waste onsite following agreement of a specific waste plan
- 11.6 The contractor is to ensure that all access routes, fire escapes and staircases are swept and kept clean of debris on a regular basis to maintain high standards of health and safety on the project. All general areas of the project will be swept clean on a weekly basis.
- 11.7 The segregation of waste will, as a minimum, include:-
 - i) Timber
 - ii) Hardcore
 - iii) Metal
 - iv) Plasterboard
- 11.8 The contractor is to liaise directly with waste removal contractors to ensure that they are sure that materials are properly recycled where possible, and only the absolute minimum of non-recyclable materials are sent to landfill.

12.0 DEVELOPMENT OF CONSTRUCTION MANAGEMENT PLAN

- 12.1 The above construction management will be the absolute minimum standards required for any contractor undertaking the project and this plan will be evolved and developed by members of the design team, statutory authorities, and local neighbours as the project develops. The College will closely monitor, via its design team that all aspects of the construction management plan are adhered to by the contractor by way of detailed and regular monitoring and supervision of these key areas.



	Waste Bin Location
	Recycle Bin Location

01 Proposed West Elystum Courtyard Layout
Scale: 1:250 @ A4

02 Goodenough College Plan Key
Scale: 1:200 @ A4

Client	Goodenough College	Drawn		Details
Project	Extension to William Goodenough House	Rev		
Architect	Xista architecture	Discipline	MRW	
Address	8 Macquarie Lane, Ullswater, NSW 2158	Project No.	117	
Phone	02 955 4888	Drawing No.		
Fax	02 955 4888	Scale	1:250 @ A4	
Website	xista.com.au	Project Name	Initial Construction Management Plan	

Xista architecture
with business vision

