

Construction Management Plan

FOR PLANNING STAGE

June 2016

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15 Adeline Place, London WC1B 3AJ



FIRMCO
refurbishment & construction

Site Agent: Nathan Cooke - Firmco 07867787655

1.0 INTRODUCTION

1.1 Existing Site

This report outlines the anticipated construction programme for the development and explains the nature of activities to be undertaken. It identifies the environmental, logistical and health and safety considerations associated with the activities and outlines appropriate measures that may be implemented to mitigate any risks or inconvenience to the general public.

This assessment has been made based on the experience of the contractor, applicant and the professional team and is based on the typical construction methods and contracting strategies that can be reasonably anticipated for a development of this type.

The site is a basement plus 5-storey office building in the Bloomsbury Conservation Area.

2.0 PROPOSED CONSTRUCTION WORKS

The works which are subject to this planning application include the replacement of the front curtain wall, the enclosure of a light well in front of the building, and the installation of 6 condenser units on the rear part of the roof.

The building is at the moment also undergoing a general internal refurbishment, but these works are not subject to planning law.

2.1 Aims & Objectives

This Construction Management Plan has been prepared to demonstrate that the practicality of procuring the works has been fully considered at this stage.

The strategy adopted aims to minimise disruption for neighbours by:

- Ensuring that a Good Neighbour Policy is in place
- Minimising disturbance of Adeline Place and surrounding streets

2.2 Programme

The construction programme will be approximately 21 weeks. Enabling works, such as strip-out have already begun on site.

2.3 Highways Works & Services

The existing building has existing services already running and therefore there are no envisaged disruptions to the highways or services.

3.0 ENABLING WORKS & DEMOLITION WORKS

Prior to any demolition or strip out works, it is necessary in the interests of health and safety and environmental protection, to carry out certain investigative reports.

3.1 Asbestos Surveys & Removal

An asbestos survey has been carried out prior to the works commencing and all relevant remedial works have now been completed.

3.2 Habitat Surveys

There is no green space on the site and there is no evidence of protected species living in the building. Therefore no further work in regards to this will be carried out.

3.3 Listed Building and Curtilage Listed Building Recording

Not applicable in this case.

3.4 Demolition

The scope of the demolition works include:

- The disconnections and removal of all on site services.
- Soft strip to all internal finishes
- Removal of front curtain wall

Small power tools fitted with anti-vibration mechanism are to be used throughout the demolition process. There is no requirement for the use of heavy plant or machinery on this small site.

Dust and noise control measures as outlined below will be employed at all times during the demolition phase.

3.5 Protection of Local Services

We have identified all services crossing the site during construction, we will protect the existing pipe work to the satisfaction of the utility owners. As the connection is being made to existing man- hole, we don't anticipate any disruption or damage to existing services.

4.0 **SITE PROCEDURES**

4.1 Site Management and Working Hours

The person responsible for the management of the site is Nathan Cooke. Full details of contact methods for the site agent will be permanently displayed in the site office.

Prescribed hours of work are as set out in the planning approval. It is anticipated that the normal working hours will be 8.00am to 6.00pm Monday to Friday and 8.00am to 1pm on Saturday.

Work outside agreed hours will be subject to prior agreement with the Local Authority as appropriate.

4.2 Site Security

Unauthorised access to the site will be prevented by providing locked access hoarding to the perimeter of the site. During working hours, access gates will be kept closed. Site entrances and exits will be clearly marked.

4.3 Traffic Management and Pedestrian Access

Deliveries of materials will need to be planned so as not to cause any disruption to areas adjacent to site including local commercial and residential premises. Deliveries will be timed to occur outside of peak times such as school opening and closing times. It is envisaged that there will be on average one vehicle movement per day.

There is no provision for on-site parking for contractor's vehicles.

Delivery vehicles will be permitted to deliver materials and goods to the site. Vehicle drivers will be reminded of the 30mph speed limit and not to create congestion.

4.4 Proposed Hours in Which Vehicles Will Arrive and Depart

In general hours in which vehicles will arrive and depart will coincide with site hours which are 8.00am to 6.00pm Monday – Friday and 8.00am to 1.00pm on Saturday. However, there may be occasions when heavy / wide loads will need to be delivered and removed from site outside of these hours. Such deliveries will be attended by a Main Contractors member of staff and the local neighbours will be notified.

4.5 Banksman / Road Marshall

A strict delivery procedure will be implemented. The contractor's banksman will ensure that traffic flow on both roads is maintained at all times.

All subcontractors and suppliers will be required to give 48 hours notice of deliveries. The movement of materials will also be controlled by the road marshall. He will be responsible for the coordination and control of all aspects of material deliveries and movements.

Vehicles will pull up outside the application site to facilitate easy and quick unloading of delivery vehicles. Materials will be stored within the boundary of the site.

4.6 Size of Vehicles

It is not expected that there will be a large number of big delivery vehicles. However, all contractors and sub-contractors operating large vehicles over 3.5 tonnes must meet all of the following conditions.

- Operators must be a member of TFL's Fleet Operator Recognition Scheme www.tfl.gov.uk/fors or similar at the Bronze level.
- All drivers must have undertaken cycle awareness training such as the safe Urban Driver module through FORS or similar.
- All vehicles associated with the construction of the Development must:
 - Have side guards fitted, unless it can be demonstrated to the reasonable satisfaction of the employer, that the lorry will not perform the function, for which it was built, if side guards are fitted.
 - Have a close proximity warning system fitted comprising of a front mounted, rear facing CCTV camera, a Close Proximity Sensor, an in-cab warning device (visual or audible) and an external warning device to make the road user in close proximity aware of the driver's planned manoeuvre.
 - Have a Class VI Mirror
 - Bear prominent signage on the rear of the vehicle to warn cyclists of the dangers of passing the vehicle on the inside.

4.7 Parking Bay Suspension and Temporary Traffic Management Orders

Suspension of any resident parking bays will be kept to an absolute minimum.

4.8 Control of Dirt and Dust on Public Highway

Mud and debris on the road is recognized as one of the main environmental nuisances and safety problems arising from construction site. Due to the nature of the works this is not expected to be a significant issue.

4.9 Site Facilities

A high level of site welfare facilities will be maintained. Toilets in the existing building are to be used throughout the construction period and will be cleaned on a regular basis. The use of radios will not be permitted.

All site facilities will be contained within the curtilage of the site area, skip to be located outside 15 Adeline Place, permit already obtained.

Temporary site accommodation for site management offices and welfare facilities will be provided on the site.

4.10 Noise, Vibration, Dust and Emissions

The following methods will be employed to reduce the impact on the immediate environment during construction.

- Use of small power tools fitted with an anti-vibration mechanism.
- Hoardings to be used for as long as practicable to provide acoustic screening.
- Requirement for engines to be switched off on-site when not in use, use of quieter plant, regular plant maintenance, screening of plant if possible.
- Spraying of areas with water to dampen down dust when conditions dictate.
- Use of a road sweeper whenever the need for road cleaning arises;
- Sheeting of vehicles carrying waste material off-site.
- Strictly prohibiting fires on site.
- The Best Practicable Means (BPM), as defined in Section 72 of the Control of Pollution Act 1974, shall be employed at all times to reduce noise (including vibration) to a minimum, with reference to the general principles contained in British Standard BS5228: 2009 'Noise and Vibration Control on Construction and Open Sites'.
- Most deliveries to the site will occur at roadside so wheel cleaning requirements will be minimal. However a high pressure hose will be kept on site for cleaning down when required.
- Provision for cleaning of the road if required.
- All muck away lorries will be fully sheeted to minimise the risk of any debris over-spilling onto the highway.
- Fine spray will be employed to suppress dust on the following:
 - Structures and building during demolition.
 - During loading/unloading of dust generating materials

4.11 Waste Minimisation and Management

Procedures will be developed to ensure compliance with statutory obligations and good practice requirements for waste management.

Waste will be kept to a minimum and an accredited waste removal company will be employed to ensure it is disposed of properly.

4.12 Sustainability

- Demolition & construction waste will be controlled by a Waste & Recycling Action Plan, with site segregation of waste and maximum off-site recycling
- Targets for minimizing use of electricity & water will be part of the WRAP plan

4.13 Neighbour and Community Liaison

The site will be operated on principals of consideration for local residents. The project manager and the Contractor are in contact with the neighbours and invited dialogue if there are any concerns.

The Contractor's site team will have direct responsibility for fostering good community relations with all neighbouring residents. A single point of contact will be established for all liaisons with the general public.

The Contractor will initiate early communications to establish a good rapport with the community which will help reduce problems that may arise during the construction process. Information boards will also be displayed on the site hoarding which will highlight the key personnel on site including their contact details.

4.14 Good Neighbour Policy

- Contractor will be required to be a member of the Considerate Contractor Scheme and achieve at least 75% rating in inspection.
- Close liaison with neighbours throughout the period of work.
- Working hours will be restricted to within times set out in local authority policy. Noisy operation will also be planned to take place during limited periods when the effect on neighbours will be reduced.
- The building will be scaffolded and sheeted for safe access to carry out the works as well as protecting neighbouring properties from dust and debris which would in any case be kept to a minimum.

5.0 STATEMENT OF COMPLIANCE

The agreed contents of the Construction Management Plan must be complied with unless otherwise agreed with the Council. The Contractor's Project Manager shall work with the Council to review this Construction Management Plan if problems arise in relation to the construction of the Development. Any future revised plan must be approved by the Council and complied with thereafter.

5.0 SUMMARY

The main contractor has an excellent safety record. They understand the value of operating in a neighbourly manner during construction in order to reduce disruption as much as possible.