

10 February 2021

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Dear Jennifer,

Archway Halls (Formerly Birley Plot E), Manchester Metropolitan University - Request to Extend Permitted Hours of Construction via Application for Variation of Condition 17 (Construction Management Plan) attached to Planning Permission Ref 123767/JO/2019

Please find enclosed an application for a variation of condition wording in respect of Condition 17 Construction Management Plan attached to Planning Permission Ref. 123767/JO/2019 (approved 14 August 2019) under Section 73 of the Town and Country Planning Act 1990. The Planning Permission relates to the construction of a part 6, part 11 and part 19 storey building comprising 491 student bedspaces, within the Birley Fields masterplan in Hulme, Manchester. The amendments are proposed to formally request an extension to the permitted hours of construction to be consistent with the current construction hours, as agreed through the Government's Guidance – *'modification of planning conditions relating to construction working hours'* as updated 22 July 2020.

The applicant is Manchester Metropolitan University (the 'Applicant').

The Application is submitted concurrently with an application for the variation of Conditions 2 (Approved Drawings and Documents) and 11 (landscaping) attached to Planning Permission Ref 123767/JO/2019, which relates to a series of minor material amendments to the elevations, courtyard design and location of two disabled parking bays for the operational development.

As discussed prior to submission of the applications, in terms of sequencing it is anticipated that the application will be determined prior to the end of the currently approved extended construction hours arrangements (currently scheduled to cease on 30 March 2021). The second application under Section 73 relating to the design changes would be determined after that date in accordance with the statutory timescales, and would also reflect the agreed extended construction hours, on the basis that this application is approved.

Planning Background

The Site comprises Birley Plot E, located within Manchester Metropolitan University's Birley Fields Campus, and is now known as Archway Halls.

Planning Permission was granted for the development of a new a purpose built student accommodation scheme on the Site in October 2018, under Ref. 120896/FO/2018.

The description of development as stated on the Decision Notice is as follows:

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"Construction of a part 6, part 11 and part 16 storey building comprising 491 student bedspaces (sui generis), amenity space, cycle parking, landscaping, and associated highways work."

Following grant of Planning Permission, the pre-commencement of development conditions were discharged and the development was lawfully implemented in May 2019.

The design team subsequently identified a number of minor amendments required to ensure the successful delivery of the scheme, and an application under Section 73 of the Town and Country Planning Act 1990 was submitted in June 2019 to secure approval for these changes via the substitution of plans and documents.

Planning Permission Ref. 123767/JO/2019 was granted in August 2019, and provided for the following key amendments to the scheme:

- Re-location of Building A by 3.15m eastwards to accommodate a 5m easement required by United Utilities in respect of an operational water main.
- Consequent changes to the layout of Building A, including a reduced courtyard and increased external landscape, and reduction in size of study rooms at ground floor.
- Elevation changes to support the effective future maintenance of the buildings, including removal of a projecting fin, removal of an extended parapet at roof level, additional masonry panels and amendments to window and door sizes.

As noted above, a further application to secure design changes under Section 73 of the Town and Country Planning Act was submitted on 8 February 2021.

Construction of the scheme continues on site and is scheduled to complete in September 2021, with the first students due to take occupation in the same month.

Extension of Construction Hours until September 2021

This application seeks to formally extend the permitted hours of construction until completion of the development in September 2021.

The request is made as a result of the continuing Government restrictions with regards to the COVID-19 pandemic, which have significantly impacted on construction progress and overall construction timescales.

Due to the continuing impact of COVID-19, the University's original practical completion date of June 2021 has been extended to September 2021. This is a direct result of impacted material availability/delivery, reduced workforce and social distancing measures. The University is working towards a hard deadline for the completion of construction of Birley Phase 2 to accommodate the 2021 student intake. As with most projects, the COVID-19 pandemic has impacted negatively on the progress of construction, tightening the project timescales for completion and adding significant pressure for enabling the building to be occupied for September 2021.

In March 2020, a ministerial guidance was announced by the Government, which set out a 'fast-track' route for developers to request the extension of construction hours to 9pm or later Monday to Saturday to facilitate social distancing and to help restart activity within the industry. The end date for the extended construction hours could be no later than 1 April 2021 via this route.

This guidance is set to assist contractors in mitigating the impact of the pandemic and Government restrictions on construction programmes, including clawing back construction hours which were lost during the 'lock-down' periods.

In response, the permitted hours of construction for Archway Halls were extended by MCC on 27 July 2020 via this fast-track route as follows:

- 06:00 - 22:00 Monday to Friday;
- 07:30 - 18:00 on Saturday; and
- No working on Sundays.

The importance of extending the construction hours through to, and including September 2021 was expressed within this application, albeit it is understood that as a result of a change to the Government Guidance following submission, the construction hours could only be extended via the 'fast-track' route until 1 April 2021.

The Applicant now wishes to extend the period for the extended hours of construction beyond 1 April 2021 until 30 September 2021, consistent with the previously approved extended hours, to facilitate completion of the development in line with the University's programme.

As set out in the letter prepared by Kier and submitted in support of the application, the activity on site is now focused on less disruptive elements of construction from a noise and disturbance point of view.

Where noisier construction activities still need to be progressed, these will be undertaken during normal construction hours as practicably as possible.

The enclosed supporting note from Kier, provides further details around the construction programme and type of activities to be completed. The contractor is committed to a number of mitigation measures to minimise any potential impacts in terms of amenity.

These are summarised as follows:

- Cutting will take place within the building to reduce the impact of the use of machinery on site as practicably as possible;
- Deliveries are operated via an online booking system and will take place during the currently approved working hours to minimise the impact of movement in and out of the site. Where deliveries are required outside of approved working hours prior notification will be provided.
- Loading will be kept to normal working hours except in cases where it is unavoidable and in those cases prior warning will be provided.
- Movement of operatives from the site to the compound will be controlled as per the normal working operations and there will be site specific out of hours Toolbox talks for all operatives. This comprises a presentation to operatives clarifying the codes of conduct, times of working hours and access and egress ensuring consistency and overall how the activity on site will seek to minimise the impact on surrounding local residents.

The Site has a community board displayed at the main site entrance listing all site members, out of hours emergency contact numbers for Kier, the Security Company and Manchester Metropolitan University details which can be used by local residents to raise any concerns relating to the impact of the construction activity. Kier is registered as part of the Considerate Constructor Scheme (CSS). It should also be noted that any complaints will be recorded and dealt with as appropriate via by Kier and Manchester Metropolitan University.

The University is committed to ensuring continued communication with local residents and have appointed a Resident Liaison Officer who acts as the key point of contact between the University, local residents and the

Hulme Ward Councillors. Local Councillors have been informed of the proposed extended hours and an initial meeting with local Councillors took place on 9th February 2021. Within this meeting Councillors expressed that where works must be undertaken during extended hours then they should be kept to those that have little noise impact. Kier is currently adopting this methodology and is committed to this approach for the proposed extension of construction hours.

The University will maintain communication throughout the duration of the construction period. A Communications Plan prepared by the Applicant is enclosed and provides further details of how the Applicant proposes to inform residents and stakeholders of the proposed extension and how the Applicant will manage any complaints received.

A targeted consultation process led by the Applicant with One Manchester, St. Philips and the ATARA will be undertaken. Kier will also send a letter directly to local residents should the application be successful; outlining the hours, and reminding them how to get in touch with the site manager should they want to get in touch about the impact of working within extended hours.

Planning Mechanism

As yet, the Government has not extended its earlier fast-track mechanism for the extension of construction hours and there is no condition attached to Planning Permission Ref. 123767/JO/2019 that would enable agreement of revised hours through a formal discharge of planning conditions.

As such, this request is being submitted as formal variation of condition wording under Section 73 of the Town and Country Planning Act 1990, to insert additional wording to Condition 17 Construction Management Plan to reflect the proposed extended construction hours.

Condition 17 (Construction Management Plan) of Planning Permission Ref 123767/JO/2019 is worded as follows:

"The development hereby approved shall be carried out in accordance with the Construction Manchester Plan dated October 2018, prepared by Kier."

The proposed revised wording of Condition 17 (Construction Management Plan) is as follows:

"The development hereby approved shall be carried out in accordance with the Construction Manchester Plan dated October 2018, prepared by Kier, subject to the following revised construction hours to be in place from 1 April 2021 until 30 September 2021:

- *6:00 am to 10:00 pm Monday to Friday;*
- *7:30 am to 6:00 pm on Saturday; and*
- *No working on Sundays (subject to written agreement with the local authority)."*

It is requested that this application is determined prior to 1 April 2021 and prior to determination of the concurrent submission relating to design changes (Planning Portal Reference PP-09501068); the decision notice for the concurrent submission should then reflect the extended construction hours in Condition 17 as above.

Summary

It is considered that the proposed extension to construction hours is justified for this temporary period and is critical to ensure the University is able to complete construction in time for the 2021 student intake in

September. We would therefore be grateful for your agreement to the proposed Variation of Condition 17 (Construction Management Plan) attached to Planning Permission Ref 123767/JO/2019.

If there are any points of clarification required, please do not hesitate to contact my colleague Jennifer Chatfield (jchatfield@deloitte.co.uk / 0161 4558084).

Yours sincerely

A handwritten signature in blue ink, appearing to read 'J Cooper', is positioned above a thin horizontal line.

John Cooper
Deloitte LLP

Appendix A – Kier Letter

This note has been prepared to support the formal request to Manchester City Council on behalf of Manchester Metropolitan University to agree proposed extended hours relating to the construction of the student accommodation scheme at Birley Phase 2, which was approved in October 2018 (LPA reference (120896/FO/2018)). And subsequently amended in July 2020

Please see below the outline works that we will be undertaking and their impact/control measures. Please note due to the current impact of COVID 19, our original PC date of June 2021 has now extended to September 2021 as a result of impacted material availability/delivery, reduced workforce and social distancing measures.

Currently the amended permitted hours until April 2021 for construction on-site are limited to:

- Monday to Friday 6:00am to 10:00pm
- Saturday 7:30am to 6:00pm
- No working on Sundays or Bank holidays (without further agreement)

To ensure that the contractor can claw-back the construction hours which were lost due to the Government Guidelines surrounding the Covid-19 pandemic and to ensure that construction can be completed in line with this hard deadline for occupation, the University seek to formally extend the permitted hours for construction works from April 2021 through to, and including, September 2021 as follows:

- Monday to Friday 6:00am to 10:00pm
- Saturday 7:30am to 6:00pm
- No working on Sundays

The following internal fitout construction activities will take place from July 2020 to August 2021. Internal fitout (Extended hours Monday to Friday and Saturday)

- All internal fitout works will be undertaken inside within the external SFS and windows. This will always be at various stages from just commencing through to

final finishing trades. The impact can be cutting stations, impact drills and light pollution. Where possible cutting will take place within the building reducing the noise impact.

- To support the internal fitout there will be deliveries (although we will try to keep these to standard working hours during the week where possible)
- Movement of materials horizontally and vertically with forklift trucks and hoists, the majority of hoists are located within the courtyard. To mitigate against the subsequent noise impact, the intention would be to load during the currently approved working hours. However, the increased hours will require more material in and waste out. We operate a on line booking system for all deliveries, this is managed on site by our logistics manager, we will always try to mitigate impact by booking deliveries during the normal working hours where possible.
- There will be a movement of operatives from the site to the compound, this will be controlled as per the normal working week, we will implement site specific out of hours Toolbox talks for all operatives clarifying the codes of conduct, times of working hours and access and egress. Specifically, how the site will operate to reduce the impact on local residents etc.

The following external envelope construction activities will take place from July 2020 to August 2021.

External Envelope (Extended hours Monday to Friday and Saturday)

- SFS external structural frame and board (envelope) and windows will be the first elements that will take place on the extended hours, they will involve drilling and cutting of materials. Access will be predominantly by mastclimbers, they have warning beacons on them for safety reasons in the up and down position.
- The envelope works will require loading out of materials and removal of waste via fork lift trucks (where possible we will keep this to normal working hours during the week)
- Once the above is complete we will be moving onto the masonry works, which will require attendance from the forklift truck to supply materials and remove waste. It will also require the mastclimbers which have warning beacons / sounders on them for safety reasons in the up and down position.
- There will be a movement of operatives from the site to the compound, this will be controlled as per the normal working week, we will implement site specific out of hours Toolbox talks for all operatives clarifying the codes of conduct, times of working hours and access and egress. Specifically, how the site will operate to reduce the impact on local residents etc.

The following external hard and soft landscaping construction activities will take place from June 2021 to September 2021.

External works (Hard and soft landscaping works) (Extended hours Monday to Friday and Saturday)

- External works consisting of hard and soft landscaping, main activity will be the ground works element with plant and machinery to undertake the following works, drainage, stone and sand in preparation for the flagging and block paving works. There will also be soft landscaping mainly top soil and shrubs Which is not expected to result in significant noise impacts.
- Material deliveries will be in the most kept to normal working hours Monday to Friday.
- There will be a movement of operatives from the site to the compound, this will be controlled as per the normal working week, we will implement site specific out of hours Toolbox talks for all operatives clarifying the codes of conduct, times of

working hours and access and egress. Specifically, how the site will operate to reduce the impact on local residents etc.

Site supervision and control:-

During the extended hours Kier will ensure sufficient staff are on site along with the supply chain to ensure supervision is in place, we will brief all supervisors on the impact of local residents and plan the works to have the least impact on the local residents.

Specifically, in relation to Covid 19 we will be operating in line with Government and CLC guide lines.

Local Resident Communication Strategy

The site has a community board displayed at the main site entrance with all site members, it also has the out of hours emergency contact numbers for Kier, Our security company and MMU.

Communication will be maintained via letter drop and when possible due to current restrictions we will attend local community meeting at the Aquarius centre.

We are CCS registered all compliments and complaints will be recorded via them if contact is made or on site if made directly with the site team or MMU.

Any Complaints will be managed by Mike McCartan the onsite Project lead.

Kind Regards

Mike McCartan

Contracts Manager

Appendix B – Communications Plan

Title: Archway Halls site: extended hours plan
Communications plan

Executive sponsor		Communications lead	Josie Sykes
Date created	10 Feb 2021	Version	1.0

Background and context

What is it that we need to communicate? And why?	• As a University we are a responsible community partner, serious about our impact and sensitive to local concerns. • The University is submitting an application for the variation of the wording of Condition 17 (CMP) to extend working hours on Archway Halls site, if successful this will ensure the project can be delivered on time and the impact of Covid-19 is mitigated. • The University and Kier have taken steps to mitigate the impact on local residents by taking a number of actions. • The University and Kier are approachable and responsive, both will share how any local resident who may be affected can get in touch should they have any concerns.
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Objectives and approach

What's the business objective?	• To ensure the project will be delivered for September 2021, a change in hours will support this delivery and mitigate time lost on site due to covid-19.
What's the communications objective?	• To demonstrate the University is a considerate and transparent institution etc • To protect the reputation of the University as a considerate and transparent institution which takes seriously its responsibility to our neighbours, our city and our partners. • To ensure the University's values and messaging in relation to this issue will be demonstrated in our/Kier's/joint communications. • To ensure that local residents and stakeholders are informed, reassured and understand the route for responding to Kier/the University about the impact of extended hours.

Audiences – who needs to know?

Who is the primary audience?	• Residents in juxtaposing housing
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	• Housing providers whose tenants live in close proximity to site • Cllrs in Hulme • Specific groups e.g. Aquarius Residents and Tenants Association and St. Philips Primary School
And the secondary audience?	• Capital Development • Kier employees
Is there anyone else who needs to know?	• External Communications team

How do we want people to engage with the message?

What do we want them to think?	• The University is acting responsibly • We are being transparent about what we are proposing and how it may affect local people
Feel?	• The University cares about the impact it has on local communities and me as a local resident • I feel reassured that the University and its contractor has considered me when planning for this action
And do?	• Local residents/school – contact Kier’s site manage/ Community engagement manager with concerns • Hulme Councillors – be vocal on our behalf and work with us and support us to identify key information that residents would like in specific relation to this issue • Housing providers – share key information with residents and encourage feedback to Kier/the University if issues arise

Key messages and audiences

What are the key messages that the communication needs to get across?	• The University is submitting an application for the variation of the wording of Condition 17 (CMP) to extend hours on site to mitigate the impact of covid-19. • The impact of extended working hours on site has been mitigated with the following measures e.g. deliveries within core hours, a booking system for deliveries, staff briefings, work within building where possible. • If local residents want to raise concerns about the impact of extended hours – this is the process. • The University is a permanent part of the Hulme community and is approachable and responsive.
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Existing communications channels

What are the key channels that will be used?	• Email and Teams call with local Cllrs • Email/call to housing providers and school • Email/call with Aquarius Tenants Association • Leafleting to key addresses by Kier
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Potential communications channels

What are potential new communications channels	n/a
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Risks and dependencies

What are the key dependencies?	• Liaison with Deloitte, Kier and PM Andrew Birchenough for key information regarding site practices to influence comms messaging and complaints process
Are there any risks we need to consider/highlight	• Wider reputation in the Ward • Context of current community relations in the Ward

Stakeholders and approval

Who are the key stakeholders?	• Director of Communications • Head of External Relations • Assistant Director of Capital Development • PM for Project
Who will own and approve content?	• Community Engagement Manager

Detailed activity plan

Date	Audience	Messages / activity	Channel	Comms owner
Advise week of/following submission subject to Cllr availability	Hulme Cllrs	We submitted an application to extend the working hours for the Archway Halls project in July 2020, which has enabled extended working hours on site until 1 April 2021. Kier/The University have submitted an application for the variation of the wording of Condition 17 (CMP) – to enable the extension of working hours on site until 30 Sept 2021. We need to do this due to the unavoidable impact of covid-19 on this project. There may be some activity which the University recognises may have a temporary impact on local residents Kier will aim to minimize the impact on local residents by undertaking a number of actions including; briefing all staff on how to operate on site to reduce the impact on local residents, implementing an online booking system for deliveries to arrange deliveries within core working hours when possible and conducting work e.g. cutting, within the building, where possible.	Email and invitation to Teams call with Cllrs Meeting took place virtually with Cllr Wright and Cllr Igbon 09.02.2021.	Josie Sykes with Mike McCartan Kier

Date	Audience	Messages / activity	Channel	Comms owner
		MCC have received no complaints as a result of the existing extension. If the application for the variation of the wording of Condition 17 is successful the hours will start from 1 April 2020. The details of the hours are the same as the current extended hours as follows: • 6:00 am to 10:00 pm Monday to Friday; • 7:30 am to 6:00 pm on Saturday; and • No working on Sundays (subject to written agreement with the local authority). We are going to get in touch with local residents to remind them how to get in touch with Kier and the University. We are going to let local residents know in these ways [phone call and letter to One Manchester, St. Philips, ATARA, and letter to local residents]		
Advise following call to Cllrs	One Manchester St. Philips School ATARA	We submitted an application to extend the working hours for the Archway Halls project in July 2020, which enabled extended working hours on site until 1 April 2021. Kier/The University have submitted an application for the variation of the wording of Condition 17 (CMP) – to enable the extension of working hours on site until 30 Sept 2021.	Email – offer of follow on call for discussion/clarification as requested	Josie Sykes

Date	Audience	Messages / activity	Channel	Comms owner
		There may be some activity which the University recognises may have a temporary impact on local residents. We need to do this due to the unavoidable impact of covid-19 on this project. We have taken the following steps with Kier to minimize the impact on local residents: • Cutting will take place within the building to reduce the impact of the use of machinery on site as practicably as possible; • Deliveries are operated via an online booking system and will take place during the currently approved working hours to minimise the impact of movement in and out of the site. Where deliveries are required outside of approved working hours prior notification will be provided. • Loading will be kept to normal working hours except in cases where it is unavoidable and in those cases prior warning will be provided. • Movement of operatives from the site to the compound will be controlled as per the normal working operations and there will be site specific out of hours Toolbox talks for all operatives. This comprises a presentation to operatives clarifying the codes of conduct, times of working hours and access and egress ensuring consistency and overall how the activity on site will seek to minimise the impact on surrounding local residents.		

Date	Audience	Messages / activity	Channel	Comms owner
		If the application for the variation of the wording of Condition 17 is successful the hours will continue from 1 April through to 30 September 2021. If you want to share how the hours are affecting you/ your tenants/ families as a local stakeholder you can contact site manager [details] or the University via Josie Sykes [details].		
Advise circulated 2 weeks? in advance of works potentially commencing	Local residents Cllrs One Manchester ATARA St. Philips	We submitted an application to extend the working hours for the Archway Halls project in July 2020, which enabled extended working hours on site until 1 April 2021. Kier/The University have submitted for the variation of the wording of Condition 17 (CMP) – to enable the extension of working hours on site until 30 Sept 2021. There may be some activity which the University recognises may have a temporary impact on local residents We need to do this due to the unavoidable impact of covid-19 on this project. - We have taken the following steps to minimize the impact on local residents Cutting will take place within the building to reduce the impact of the use of machinery on site as practicably as possible; - Deliveries are operated via an online booking system and will take place during the	Formatted letter to be emailed to key stakeholders for dissemination Formatted communications on Community noticeboard on site Formatted newsletter to regular Kier newsletter dissemination list	Kier with review by Josie Sykes on behalf of the University

Date	Audience	Messages / activity	Channel	Comms owner
		currently approved working hours to minimise the impact of movement in and out of the site. Where deliveries are required outside of approved working hours prior notification will be provided. • Loading will be kept to normal working hours except in cases where it is unavoidable and in those cases prior warning will be provided. • Movement of operatives from the site to the compound will be controlled as per the normal working operations and there will be site specific out of hours Toolbox talks for all operatives. This comprises a presentation to operatives clarifying the codes of conduct, times of working hours and access and egress ensuring consistency and overall how the activity on site will seek to minimise the impact on surrounding local residents. The hours will continue from 1 April through to 30 September 2021. If you want to share how the hours are affecting you can contact site manager [details] or the University via Josie Sykes [details].		
		Responses to anticipated feedback: Why weren't we consulted? - We have made every effort to contact those directly affected by the extension in hours		

Date	Audience	Messages / activity	Channel	Comms owner
		- We have planned operations on site to try and minimize the impact of any disruptions - Both Kier and the University are approachable, please let us know how you are being directly affected. I didn't know this was going to happen - We have made every effort to contact those directly affected by the extension in hours - We have planned operations on site to try and minimize the impact of any disruptions - Both Kier and the University are approachable, please let us know how you are being directly affected. Why can't you extend the length of the project rather than the working days? - The project has the deadline of September 2021, when we will house new students within the completed halls. For this reason we aren't able to extend the length of the project. I will be affected by noise of works e.g. drilling, noise of vehicles, transient noise of workers - We recognise there may be some impact on you as a local residents. - The steps we have taken to mitigate noise disruption from extended hours include [insert details] - Tailor additional content in response to specific nature of correspondence You aren't demonstrating consideration for neighbours to the works [school, residents]		

Date	Audience	Messages / activity	Channel	Comms owner
		- We recognise there may be some impact on you as a local residents. - The steps we have taken to mitigate noise disruption from extended hours include [insert details] - Tailor additional content in response to specific nature of correspondence I want to formally complain/What is the complaint process for Kier/the University? - Kier's policy – contact site manager and include detail of escalation policy - University's – contact Josie Sykes, Community Engagement Manager in the first instance via engagement@mmu.ac.uk and include detail of escalation policy		

Measurement

How will we measure the activity?	Number of residents reached with communications Number of complaints received before/post planning decision Nature of complaints e.g. those that reach escalation Activity log – changes on site as a response to community feedback
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Is there anything else that we need to consider/be aware of?

Meetings would usually be held face-to-face but due to Covid all liaison has to be done digitally/ on phone. One Manchester have confirmed that the Aquarius centre is still not open due to current government guidance. There have been minimal complaints as a result of the current extended hours.
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