

Manchester Communication Academy – new Year 7 and Science Blocks Project



Construction Management Plan

Revision 2 14.01.2025 (response to Highways queries - revisions highlighted in red text)

This Construction Management Plan (CMP) has been developed to demonstrate how we will deliver the new Manchester Communication Academy Year 7 and Science Blocks project to satisfy the requirements of both MCA and Manchester City Council. It will examine our project delivery in detail to explain how we will satisfy planning conditions **4**, **5** and **20** of the relevant application (reference 138956/FO/2024)

The key requirements of Condition 4 are:

- Measures to control noise and vibration
- Dust suppression measures
- Compound locations where relevant
- Location, removal and recycling of waste
- Detail of an emergency contact telephone number
- Parking of construction vehicles and staff
- Sheeting over of construction vehicles

The key requirement of Condition 5 is:

- Method statement to explain how Moston Brook will be protected from accidental spillages, runoff, dust and debris

The key requirements of Condition 20 are:

- To provide details of the works/contractor's compound
- To provide details of the scheme for removal of the compound and the restoration of the land which it occupied

Construction Management Plan for the works

Project Particulars

The project

The project consists of the construction of two new teaching blocks at the Manchester Communication Academy, with associated landscaping, external works and a new MUGA installation. Both new blocks are two storey and of steel frame construction with brick and cladding façade and flat/mono-pitch roofing.

Limited external works schemes are proposed to tie the buildings into their existing surroundings, and a new MUGA pitch will be completed as part of the works.

The Client

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Site location

Manchester Communication Academy is located at the junction of the A664 Rochdale Road and the A6010 Queens Road/Silchester Drive. The development area occupies three distinct locations on the Academy campus: the Science Block is to be constructed close to the main Academy building, and the proposed Year 7 Block is somewhat remote, being located near the playing fields to the north east of the premises. The new MUGA installation is nearby, adjacent to the Academy link footpath from Lathbury Road. The plans below have been extracted from our overall site logistics proposal, copy of which is available at Appendix 1.

Manchester Communication Academy site boundary



Location of the two proposed new blocks and MUGA



Construction programme

Our tender construction programme for the works fully details the procurement, design, and the build sequence of the project with the critical path, testing/commissioning and snagging of the works.

The proposed programme period for construction works is planned to commence in **February 2025** with a duration of **50 weeks** to complete both blocks, **with the MUGA being constructed as one of the first processes to facilitate parking requirements. The MUGA will then receive final wearing course tarmac towards the end of the project period.**

Preconstruction activities

We have listed below some key preconstruction activities and risks to be considered. The list is not exhaustive and will be developed in line with the Project Risk Register.

- meeting with the Client and Project Manager to review the works, site compound area, cabin location, access requirements, access routes, scaffold and hoarding lines, mobile crane locations, permits, licences, and skips
- produce the Project Risk Register for the works
- ensure all environmental procedures and protection measures are understood
- Jointly action the discharging of the pre-commencement planning conditions
- review the control of vibration, noise and dust
- Review surface water management proposals in the context of preventing pollution to Moston Brook, including measures to deal with wheel wash run-off and the sealing of existing drains
- Review storage of materials, fuels, hazardous chemicals and spoil stockpiles in the context of preventing pollution to Moston Brook
- Develop an environmental emergency response procedure
- mark up drawings and understand where we are working in the vicinity of live services
- produce Traffic Management and Delivery & Servicing Plans – approvals, permits, licenses loading out, deliveries, skip location, avoiding congestion, access routes, emergency vehicle access, pedestrian and vehicle segregation, refuse collection and the like
- produce a fire risk assessment and associated fire plans
- review, monitor and update the project Environmental Management Plan
- check with the surrounding building owners/occupiers and Manchester Highways Inspector to see if there are any planned building works or road closures around the site area
- consider and use local labour and suppliers wherever possible – develop the ‘Local Labour Proposal’
- liaise with the Principal Designer to ensure Stage 4-5 design developments are captured
- monitor the Planning Matrix, and produce a Building Control Matrix
- issue the Information Release Schedule, Design Schedule, Subcontract and Material Procurement Schedules

- appoint the Temporary Works Designer and produce the TW schedule and designs
- Engage with the Manchester CC Highways to arrange any necessary permits
- review the tender drainage surveys and carry out additional drainage surveys, if required
- check the existing Topo level and manhole levels/inverts
- undertake dimensional surveys and MEP surveys
- submit Building Control approval documents and review and respond to Building Control queries
- confirm the location of car parking for staff, operatives, and visitors on site
- ensure the public are not put at risk by maintaining safe access around the outside of the site boundary.
- Confirm the site security measures to protect site boundaries, adjacent properties and the safety of non-construction personnel
- Review the strategy for dealing with site waste including the drafting of the SWMP and identification of suitable local waste management contractors

Risks and mitigation measures

Prior to the commencement of the contract we will produce a Project Risk Register to show the risks we, the Principal Designer, the project team and key subcontractors have identified, along with the mitigation measures proposed to eliminate or reduce those risks.

Proposed hours of working

Working hours: Monday to Friday, 07.30 to 17.30. Saturday 08:30 to 14:00. No working on Sundays or Bank Holidays.

Access and Traffic Management

It is important that the construction works do not cause a negative impact to the health, safety, environmental quality and day-to-day operation of our neighbours. In our role as Principal Contractor we will liaise with neighbours and stakeholders to ensure disruption from our activities is kept to an absolute minimum.

A full detailed Traffic Management Plan will be produced prior to the works commencing. This plan is to be implemented from contract start-up and will be updated on a regular basis in line with the changing construction sequences. The plan will contain details of the site set up for all the deliveries, crane locations, storage areas, vehicle/pedestrian routes, emergency vehicle, refuse collection routes, and fire escape routes for works in the site boundary and to the external work areas. In addition, we will develop a project-specific Delivery and Servicing Plan (DSP), which will describe how we propose to manage the project in the context of site-related transport. This will include detail to show restrictions on appropriate vehicle sizing and delivery times, and how movements will be controlled to avoid peak school times in the mornings and afternoons. We will

include detail of delivery scheduling for large items and the grouping of smaller deliveries with common suppliers to reduce the number of required journey to and from site. The DSP is therefore used as a management tool during the construction works to reduce the impact of delivery and servicing activities within the site area and on the surrounding highways.

The delivery and servicing register will be completed throughout the project period. It will record all movements to and from site in accordance with our commitment to 'Construct CO2' registration. In this way, our carbon output is monitored and reviewed against the targets we have benchmarked from our previous projects

Traffic routes will be planned and reviewed as the construction works progress. We will ensure that turning areas and pedestrian routes are safe for all parties and that there is an emergency procedure in place, developed and kept up to date during the construction process. Emergency procedures will be relayed to our site works and visitors during the safety induction process. We will ensure our own procedures dovetail with those of Manchester Communication Academy for the campus as a whole.

We will carefully plan and coordinate all works to ensure that inbound/outbound deliveries are not impeded. We will provide Traffic Marshals with vehicles at all times. Clear way-finder signs and speed restriction signs will be visible along the external roads to guide delivery drivers to the site compound and construction operatives to the on-site parking areas. Freight Vehicle Safety Requirements will be implemented on our site and we ensure that our supply chain delivery partners are all FORS registered, with CLOCS standards being implemented on site.

All material and subcontractor orders will contain a directional map to the site. The orders will clearly indicate the site manager's name and mobile phone number, and confirmation where the parking is on the construction site. A weekly schedule of deliveries will be produced two weeks in advance of the works; the schedule will have delivery times clearly stated on it and it will be issued to all relevant parties. The day before a delivery is due the site manager will contact the delivery company to confirm they will be arriving at their allocated time.

Delivery Approach Routes

Access to the site will be via Rochdale Road, having approached from the north eastern leg of the M60 via junction 20. We will instigate a left turn only policy for vehicles leaving the site.



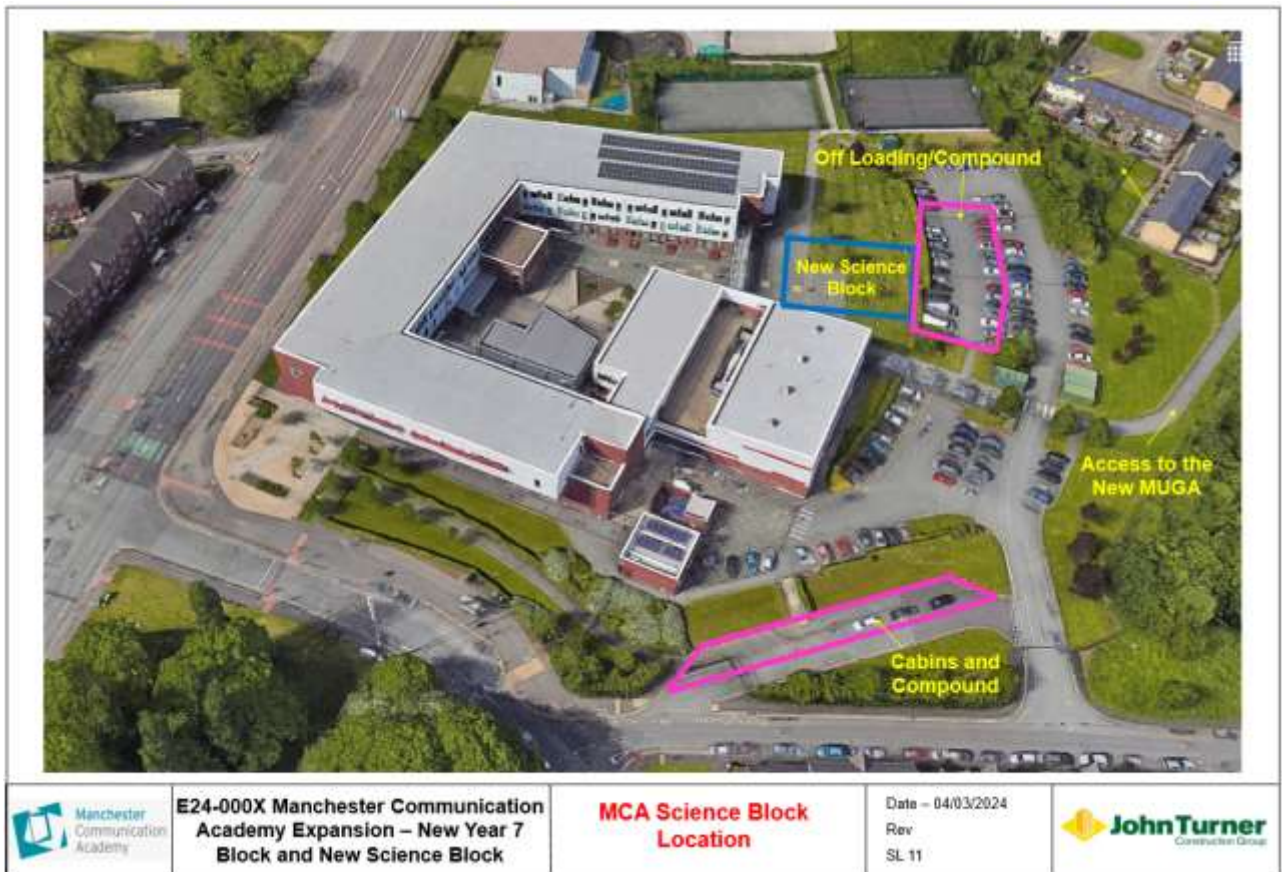
The approach to both sites will be via Silchester Drive. In the case of the Year 7 Block, this will mitigate against an excessive number of construction vehicles needing to negotiate the zebra crossing on Lathbury Road:



Access must be considered in the context of each new block. Due to the distance between the Year 7 and Science buildings, they will effectively be managed as two distinct sites with a dedicated site set up for each.

Science Block

Access to the Science Block site will via the Manchester Communication Academy car park entrance. Our proposal is to set up the site offices and welfare within the bus layby off Silchester Drive. This serves as a remote compound and a visible contact point for operatives, visitors and deliveries to report to and sign in. A secondary offloading and storage compound will be set up within a portion of the car park adjacent to the Science Block site. This compound will be utilised to safely deal with deliveries in a controlled environment. All transport movements between office and materials compounds will be escorted by a Traffic Marshal.



Year 7 Block

The Year 7 Block is located somewhat remotely from the main Academy building, on the opposite side of Lathbury Road. Access to this part of the site will be via an existing crossover and set of gates directly off Lathbury Road, to the south of the existing sports building. The compound will be set up over existing tarmac courts and associated grass verge areas. The extent of this area is suitable to allow all construction vehicles to drive directly onto site and be offloaded within the confines of the compound. The DSP will describe how delivery times will be managed to avoid the peak pedestrian times in this area (with particular reference to the busy zebra crossing nearby), and how deliveries will be scheduled to mitigate against any vehicles needing to wait on Lathbury Road prior to being admitted onto site.



Site Logistics and Compound Details

Our Site Logistic plan SL-15 shows the proposed location of our site accommodation for both blocks. The site accommodation will be stacked in order to maximise space; a stair and gantry access platform will be provided. The site accommodation function is to provide:

- heated and ventilated mess rooms
- adequate hot/cold water for hygiene
- catering facilities
- a drinking water supply
- clean toilet and facilities
- dry work clothes storage.

The site accommodation for each block will consist of two canteens, drying room, containers, offices and meeting space, to accommodate 15 people. The company provides its own welfare facilities that meet legal standards and are regularly maintained by our in-house facilities department.

This accommodation will be positioned directly from the back of our HIAB delivery vehicle with the appropriately trained and competent driver plus certified lifting chains or straps. The site compound and cabins will be of secure construction and locked at night with security shutters on doors and windows.

Site management procedures include fitting meters to site power and water supply to enable us to measure and record our usage. This data is converted into a benchmark relating to the number of personnel on site per month. We use this information to compare projects and share best practice to establish methods of reducing site usage.



The site accommodation provides:

- heated and ventilated mess rooms
- adequate hot/cold water for hygiene
- a drinking water supply
- catering facilities
- Anti bac stations
- clean toilet and facilities
- dry work clothes storage
- relevant health, safety and welfare information noticeboard.



Temporary site lighting

Temporary site lighting will be required to the pedestrian walkways, the compound and within the new building area. Site lighting will be from flood lights fixed to the outside of the cabins. These lights will be on PIR movement detection and timers. They will be located with their heads angled downwards to ensure the surrounding properties are not affected by high lux levels of light. The pedestrian walkway lighting will be at low level and be in the form of strip lighting.

Lighting within the building will be provided by strip lighting and will be turned off no later than 6.00pm daily.

Site access, compound and security

Safe pedestrian and vehicular access, including emergency and refuse collection vehicles, will be maintained at all times. Our Traffic Marshal will ensure that no entrances, exits, footways or access roads are obstructed or compromised in any way by our construction activities.

Our priority is to develop an excellent relationship with MCA and local residents, which will be maintained throughout the project. We will work with the stakeholders, be considerate of their requirements and not jeopardise our relationships through inconsiderate or poorly planned/coordinated activities.

Both the Year 7 and New Science blocks will be fully hoarded in double-clipped 2.4m high Heras style fencing. Secure vehicular and pedestrian gates will be provided and kept closed at all times during the working day. In accordance with our QA procedures, daily perimeter checks will be undertaken by the site management to verify that there are no breaches, damage or security issues. At night, all gates will be locked and the site will be protected via remotely monitored CCTV and/or static guard depending upon the stage of the project. Implementing the above measures means that both sites operate as standalone and fully segregated work areas with minimal opportunity for interface with school pupils, staff and visitors.

Pedestrian segregation 'off-site' will be maintained via the use of interlocking low level pedestrian barriers the routing of which can be quickly adapted to suit Manchester Communication Academy needs.

It is understood that the primary pupil transit route is the existing tarmac pathway which runs from Lathbury Road, south-westwards towards the rear of the main school building. The entire length of this path will be protected for the duration of the project using the barriers described above, so that pupils have a safe route of access into/from the main school building at all times.



Car Parking

Car Parking for site personnel will be provided in an agreed zone within existing MCA visitor's car parks, and some parking within the confines of our site compound for the Year 7 block. There is limited roadside parking available in the immediate vicinity so we will look to accommodate on site in collaboration with MCA, by providing sufficient temporary hardstanding and implementing car-sharing initiatives to reduce the number of cars travelling to and from site. We have programmed the new MUGA pitches construction up to and including base course tarmac, as one of the first work elements to be carried out when the project commences in February 2025. This will permit a generous area of either contractor parking, or displacement of MCA staff parking to be agreed as necessary, thus reducing the burden of additional site-generated parking upon the school and local residential areas. Refer to slide "SL5" of the logistics plan at Appendix 1.

Our Traffic Management Plan and Site Induction will provide details of parking arrangements and remind all operatives that any roadside parking in the area must be conducted in a responsible manner with due consideration given to local residents and access for refuse and emergency vehicles.

Fire prevention

We will complete a fire risk assessment and ensure that this is reviewed as the construction works progress. No smoking will be permitted within the site confines and no burning of any materials will take place. Waste and storage will be kept to a minimum to ensure the fire loading is as low as possible. Hot works will only be carried out under a 'hot works' permit, which will be signed off daily, and we will have a qualified Fire Marshal on site at all times.

We have a duty to prevent personal injury or death and damage to the Works or other property from fire. We will comply with Joint Code of Practice 'Fire Prevention on Construction Sites', published by the Construction Confederation and The Fire Protection Association (The 'Joint Fire Code').

The Fire and Emergency procedures will include the site-specific safety induction, training and instruction of staff, operatives and visitors, the location of the assembly point, instructions on what to do in an emergency, the identification of fire points, alarms and firefighting equipment, and also any special arrangements for the evacuation of high risk areas.

Other key elements to cover in the plans are the position of site cabins/welfare, a location plan of the fire points, emergency access routes for emergency vehicles and the location of existing fire escapes from the new building. All fire routes must be clearly marked, maintained and kept unobstructed at all times.

Areas and methods for storage of plant, materials and fuels/chemicals on site

Both site compounds will include designated storage areas and temporary laydown areas for large materials prior to them being lifted and fixed into position. Steel containers will be used for storing materials that require protection from the elements and high value materials susceptible to theft.

All materials will be stored off the ground in a neat and planned manner to prevent unnecessary damage and waste including mechanical handling with the site load-all.

Stockpiles for incoming bulk materials – such as hardcore etc – and outgoing excavation spoil, will be located in an area adjacent to the access points onto site. It is important to note that spoil stockpiles will be regularly transported from site and not allowed to build-up excessively. This approach is supported by the nature of the early earthworks strategy which directly removes from site the reduced level excavation spoil before the site is capped off with clean hardcore cover to form the piling mat. Subsequent spoil generation is therefore limited to piling, drainage and foundation arisings which will be regularly removed and properly sealed by machine bucket in the interim period. All delivery and waste wagons will be sheeted over to prevent loss of material and airborne dust during transit.

The storage area will be enclosed and secured with a suitable fence and adequately sized lockable gates to facilitate safe vehicular movements. Site management will regularly inspect the areas and arrange for the aggregate to be topped up as and when required. Any fine, dry material that may be subject to entrainment by the wind, will be sheeted over using large tarpaulins.

COSHH and refuelling zones will be within a defined section of the site compound. This section of the compound will hold lockable cages to house flammable gas bottles, a store which contains substances hazardous to health, and a double-bunded diesel refuelling point with spill response kit and drip tray. All drain openings and gullies in the vicinity will be covered off to prevent any chemicals/fuels entering the drainage system.

Site Compound Decommissioning

Upon completion of the project, all site accommodation will be uplifted and transported away from site. This will include the formal disconnection of any temporary power and water supplies, clearance of construction debris and hoarding, and the returning of the compound areas to an equivalent condition in which they were initially occupied. This will include inspection of the pre-commencement dilapidation surveys and agreement of any making good required to third party land and property, with particular reference to the vehicular access points to both sites, from the adjoining highway. Both access points and the highway immediately adjacent, will subject to a pre-commencement photographic condition survey. The survey will be held as a comparison record which will subsequently be revisited upon contract completion, when a repeat of the survey will be conducted and any areas of excessive degradation noted to road and footway surfacing, kerbing, drainage and street furniture. The contractor will make good any such damage at their own cost.

Environmental Method Statement

The main areas covered by this Environmental Method Statement include the following, plus details of the baseline monitoring that will be carried out and the mitigation measures to be implemented prior to works commencing:

- pollution to water courses, specifically Moston Brook
- control of noise and vibration
- control of dust
- maintaining cleanliness of the highways

Daily measurements will be undertaken using real time/visual/olfactory methods during periods when ground works are being undertaken and the monitoring frequencies are likely to be increased (up to several times daily) depending on nature of site works.

Daily environmental records

The Daily Environmental Record (DER) will be tailored to the specifics of this project to include site information together with the following additional items:

- daily checks/remedial measures to safety fencing/barriers
- dust monitoring at the pre-determined locations
- weather forecasting information, current weather conditions and actions taken to reduce potential for pollutant transit
- noise monitoring at pre-determined locations
- daily checks for debris on the public highway leading to the site
- odour and visual monitoring in relation to excavations and any unforeseen contamination
- daily plant inspection records.

The DER will be developed to provide an all-encompassing and auditable record of our operations on site.

Operational control measures

Our Project Manager will maintain contact with local residents/businesses in the immediate area so that any concerns on environmental impacts may be addressed at an early stage.

Regular visits from the regulatory authorities will be encouraged so they will be confident that controls are in place and monitoring is being carried out; this will aid the authorities in responding to any enquiries from the public.

A proactive approach will be taken to keep all neighbours informed. We will issue newsletters to local residents/businesses to keep them informed of the progress on site.

Air Quality and Monitoring

It is acknowledged that as per the findings of the WML Phase 2 ground investigation report (October 2023), three soils samples returned low concentrations of amosite and chrysotile fibres (<0.005%), representing a low level risk that fibres may be encountered during the groundworks phase of the development. Whilst the recorded asbestos levels were below threshold levels and therefore unlikely to present a hazard to health above that of background level air-entrained asbestos, there remains a risk that in carrying out the bulk earth removal, greater concentrations of fibre bundles may be uncovered. Therefore, we will implement the following control measures:

- Provision of a watching brief by asbestos specialist during the site clearance and reduced level excavation phases
- Whilst there is no legal requirement for air monitoring as part of the works proposed, reassurance air monitoring can be provided at the site boundary during the six week bulk earthworks period
- monitoring of local weather conditions – works will be planned to take into account local weather conditions and if windy weather is forecast which is predicted could lead to release of dust, work will be suspended
- routine damping down of soils, in accordance with the procedures described in the section titled *Dust Control* below
- site management and all groundworks/civils operatives will be trained in asbestos awareness. The subject will be covered at site induction and revisited at regular intervals on site via delivery of Toolbox Talks
- suitable and sufficient PPE will be provided in the form of type 5 disposable overalls, single use disposable gloves and EN149 disposable respirators
- should any visible ACMs be uncovered during the progression of the works – for example pieces of pipe lagging or AIB – then work will be suspended and specialist advice sought

Prevention of pollution of watercourses – Moston Brook

Proximity to the Moston Brook means that pollution prevention and surface water control will be of paramount importance. We will adhere to the principles prescribed by the now withdrawn Environment Agency Pollution Prevention Guidelines 5, 6 and 7 as we consider them to reflect best practice.

A designated fuelling area will be located within both site compounds, away from any water sources and drain inlets. We will ensure that any fuel required for plant will be stored in double bunded tanks placed within areas of bunded impermeable surfacing. These areas will be situated

away from existing or new manholes/gullies. Safety and warning signs will be placed in the designated areas to warn of the danger of spillages.

Refuelling shall be undertaken so that any spillage is collected on a spill tray and disposed of off-site to a licensed refuse facility. Tool box talks shall be held in order to ensure that the operatives are fully aware of correct refuelling procedures and a designated operative will be appointed to manage the refuelling process. New manholes will have their metal covers fitted and new gullies will have a plywood cover over them to prevent waste products being poured down them.

Environmental spill kits will be available on site for the full duration of the works and our staff members will be trained in their use.

Emergency response procedure will be as that outlined within our ISO 14001 accredited Environmental Management System (copies of EG19 and EG26 at Appendix 2 to this plan). Any spillages shall be reported immediately to the site manager, immediately cleared in the approved manner, using the spill kits provided; and any contaminated sub-soil will be disposed of as hazardous waste, removed from site as early as practicable. Depending on the nature of the spillage we will inform the Environmental Agency.

Adequate skips and hazard waste collection drums for paint tins and the like will be provided and disposed of off-site. No washing out of paintbrushes, tins, plastering equipment and the like will be permitted unless it is done in the allocated location and skip provided.

Surface water control

Where deemed necessary, the following measures will be put in place to ensure that the risk of surface water runoff across the site boundaries is minimised; silt fences or drainage grips will be used to prevent uncontrolled run-off being discharged from the site. The risk associated with the nearby Moston Brook means that careful consideration needs to be given to preventing run-off of surface water and/or pollutants from the relatively elevated site footprint. We will deal with in the following way:

- At commencement of the works, identify existing drainage routes and ensure that any manholes, gullies, rodding eyes or other access points to the below ground drainage system are suitably marked and sealed against ingress of surface water.
- Once site clearance is complete, carry out the grubbing up of redundant drainage in accordance with WML Consulting's drainage drawing DR-C-1001. Any residual disused drains to be abandoned will be plugged and grouted.
- The topography of the proposed site arrangement means that both site areas sit at a higher elevation than the non-culverted section of Moston Brook, which passes through an area of wooded scrubland running on a roughly NE-SW axis between the two sites. To protect this section, it will be essential to prevent overland flow exiting the site work areas. The distance of both new build sites from the watercourse means that we consider the risk to be low as any runoff would need to cross the Academy car park (Science Block site), and Lathbury Road (Year 7 Block site). Nevertheless, we will mitigate any escape of surface water from both sites by excavating drainage grips immediately within the site boundary.
- A greater risk exists where construction of the new MUGA pitches is concerned. This work area will be hoarded off independently from the two new build sites, but will be managed from the Year 7 Block compound set up. It occupies a position much closer to the Moston Brook and within the same area of rough common land. The work to create the new MUGAs will necessitate excavation of the land to reduce levels, and then building back up in new pitch construction. The risk of overland flow into Moston Brook is therefore more significant for this portion of the works. We will manage this by creation of a 1m high bund of earth to the Brook-facing perimeter of the MUGA area, prior to work commencing. The sketch below indicates the proposed extent:



Noise and vibration

We will ensure that noise control complies with the recommendations of BS 5228-1, in particular clause 7.3, to minimise noise levels during the execution of the works. Noise testing will be completed as works commence using the Site Managers noise meter reader and controls will be put in place where noise exceeds 85 dB(A) when measured from the site boundary. Additional controls such as acoustic screens will be used to contain the noise if required. Radios or other audio equipment will be prohibited and we will not permit employees to use such equipment whilst on site.

All vehicles and mechanical plant used for the purpose of the Works shall be fitted with noise control devices (silencers, SMART reversing alarms) and shall be maintained in good and efficient works order.

All compressors shall be 'sound reduced' models fitted with properly lined and sealed acoustic covers which shall be kept closed whenever the machines are in use, and all ancillary pneumatic percussions tools shall be fitted with mufflers or silencers of the type recommended by the manufacturers.

Machines in intermittent use shall be shut down in the intervening periods between work or throttled down to a minimum, and plant and vehicles started up sequentially rather than all together.

Onsite and offsite noise levels will be monitored regularly. Site activities will be restricted to site working hours approved by the LPA.

As far as reasonably practicable, we shall not exceed the vibration dose values as specified in BS 6472-1: 2008. As a minimum, we shall take noise readings at the pre-determined locations daily.

In order to mitigate the impact of noise and vibration activities, site specific measures in accordance with Best Practicable Means (BPM) will be implemented and shall include the following:

- scheduling of construction delivery vehicles to least noise sensitive times of the day
- time slots for bulk deliveries to ensure that convoys of vehicles do not arrive simultaneously
- use of sufficient clear signage to ensure that construction vehicles use only the designated routes
- restrictions on times when construction traffic can use the designated access highway to site

Regular communication will be maintained with the local residents/businesses for the entire duration of the works. A phone number and contact person shall be provided and displayed on the site entrance for the public to use out of hours.

A RAMS will be developed for all activities involved in the earthworks/foundations and drainage and these measures will be incorporated in the Works.

The existing ground conditions will mean the introduction of augered piles into the ground will be required. Whilst this is an inherently low vibration method, boundary monitoring will be in place for the duration of these works. The foundations are to be excavated by excavators and concreted by placing the concrete mix straight from the concrete wagons; this means there will be very low levels of vibration to disturb the surrounding properties. If obstructions are encountered and need to be removed, specific risk assessments and method statements will be put in place prior to these works commencing to clearly detail how the vibration will be mitigated to the normal parameter levels allowed on construction sites.

Dust control

A Risk Assessment and associated Method Statement (RAMS) will be developed for all activities involved in the works and these measures will be incorporated in the Works. Generation of dust may be unavoidable during excavations. We will deploy a water bowser with an adapted spray bar system to dampen down soils and consequently mitigate dust and ensure consistent moisture conditions; this plant mitigates dust/odour nuisance by blanketing the ground with a fine spray of water droplets.

All cutting of blocks, concrete, tarmac and the likes will be carried out with wet cutting equipment fitted with dust suppression kits.

All personnel will be reminded of good practice and standards through a series of "Tool box Talks" and safety inductions

If material is being removed from or delivered to site, then this operation shall be undertaken using **covered or sheeted vehicles** to minimise dust liberation.

The following monitoring works shall be undertaken:

- daily visual and olfactory observations diary
- weekly monitoring of dust site wide and at receptor locations

- occupational dust monitoring at the down-wind boundary of the site, for total inhalable and respirable dust.

Based on a subjective assessment, if dust levels are a nuisance site wide, especially at the site boundary, then contingency measures for dust control shall be implemented.

Monitoring data from the site will be compared to exposure standards, which form the basis of the trigger levels. If the trigger levels are exceeded then we will re-assess the working practices on site.

Trigger levels will be set according to 2 levels of control as follows:

- Level 1 - To protect workers on site, based on occupational exposure standards. Parameter measured being close to or at the exposure standard. Action will be to investigate reasons and modify ongoing works
- Level 2 - To protect nearby sensitive receptors. Parameter above exposure standard. Action will be to stop the site works, investigate the reason and modify ongoing works.

We will use surface water arising from the site for dust suppression. However, any surplus water will require a discharge consent in order to dispose of it to the existing sewer. It will be our responsibility to obtain such consent and no discharge to sewer will be undertaken without written confirmation of such consent from United Utilities.

Measures to avoid the deposit of extraneous materials on the highway

We propose to employ subcontractors for the excavation works, stoning up, foundations and ground works. These activities need to be controlled and monitored so daily inspections of the site entrances and public highway will be undertaken and a photographic record taken of each inspection.

We will be responsible for providing a banksman, a wheel-cleaning operative, and an attendant road sweeper as required for the duration of their works. They will be tasked to keep the site entrance and public highway/car parks free of mud and debris at all times. To aid cleanliness on and off the construction site area, we plan to utilise existing and new tarmac surfaced areas, along with clean stoned-up storage areas using reclaimed aggregates will be established for the temporary laydown areas for materials.

We will ensure that all on-site haul roads and paths are maintained in a clean condition throughout the project including damping down and any damage to roads or footpaths will be made good.

We will utilise an onsite wheel jet wash facility for both sites, which will be established close to the site entrances and be used to clean vehicles before they leave site. Vehicles leaving the site will have any debris removed from their wheels by the operative using a jet wash in this designated area. Any debris will be swept into a lined sump for removal at a later time. The wash-down points will be located at the entrance to the site, where ground topography will not permit any uncontrolled discharge of jetwashed debris to transit into the Moston Brook. If temporary bunding is required to the perimeter of the wash-down area, then this will be provided.



We will further prevent the transfer of dust and mud out of the site by regularly sweeping and cleaning access roads.

The wheel wash operative will ensure the roads/footpaths are kept clean at all times and an attendant road sweeper will be available to clean the road should any debris get onto the estate surfaces or public highway. The road sweeper will also periodically clean the existing road gullies adjacent the site entrances.

At completion of the works a road sweeper with a gully sucker attachment will clean the existing road gullies adjacent the site entrances.

Site Waste Management

We generate a Site Waste Management Plan (SWMP), for every project we undertake. We utilise a standard SWMP template which forms part of our ISO 14001 accredited Environmental Management System. The plan allows for early identification of recovery and re-use opportunities, an examination of how design might be developed to minimise waste production (through for example standardisation of dimensional setting out to suit material modules), landfill diversion targets, and details of the proposed waste management contractors.

In terms of on site management of waste, we engage the services of one of our approved waste management contractors. For the Manchester Communication Academy projects we would use Premier Waste Skip Hire UK who are local to the area, being based at Hyde. Premier are currently supplying a number of our projects and return recycling rates of better than 95% for all waste removed from site. We receive monthly reports which describe how this has been achieved, the data from which is input to, and forms the backbone of, our own SWMP. The reports are tied back to the original waste skip collection and transfer tickets to provide an auditable trail which records the journey of all generated waste.

To assist in the recycling process our preferred approach is to segregate waste streams at source by providing dedicated skips within our waste management compound, tailored to the material generated at the time. So at varying stages of a project we may have skips for concrete and masonry, timber, plasterboard and so on. However, this approach comes with the requirement for sufficient compound space to accommodate a number of different waste skips simultaneously and not all phases of the MCA project will necessarily support this approach due to spatial constraints. In this case, a single 'general waste' skip will be utilised, with Premier Waste carrying out the waste stream sorting on our behalf at their Sheffield Road works.

All skip deliveries and removals will be carried out in accordance with our Delivery and Servicing Plan and outgoing removals **will be sheeted over** to prevent loss of material during transportation.

Project Communications

Our aim as the Principal Contractor is to ensure the project is managed to achieve a target of zero accidents and zero risks to health. Good communication and liaison between the Client, Project Manager, John Turner Construction and the design team members is critical to the smooth running of the contract. We will hold regular safety and co-ordination meetings with all contractors and sub-contractors working on the site and ensure there is a flow of information between all parties regarding the health and safety on the project.

All personnel working on site must have our safety and site safety induction prior to starting work.

Site liaison and meetings

During the mobilisation period and all during the construction works, communication and liaison between all parties will be key to a successful contract. By forming close links with the Client and Project Manager and adjacent property owners, we will get a clear understanding of their concerns, thus allowing us to work with them to avoid any disruptions to their everyday operations, and they will get an understanding of the construction process, programme dates and our delivery requirements.

Weekly meetings will be held to review the construction programme, risks, key dates and the duration of each construction activity will be discussed and the implications on the surrounding

areas of the site can be assessed. This will allow the risks to be considered, the risk register to be updated and preventative controls put in place prior to the works being undertaken on site.

We will ensure that we are aware of any planned events during the construction works. To avoid any interruption to these planned events, good planning and communication is essential. By discussing these events early we can all work together to understand which construction activities and deliveries are happening, and then assess the risks and put in place risk mitigation measures.

It is essential that we comply with all the Health, Safety and Environmental requirements especially whilst working outside our site boundary between the separate site areas. Good programming, communication, RAMS and a knowledge of the surrounding building uses will help prevent any incidents/accidents.

Daily liaison

In addition to the formal weekly meeting, we will hold a daily informal meeting with our subcontractors, where a daily task sheet will be issued indicating the day's activities, along with any sensitive or high risk works planned. Immediate issues and concerns can also be addressed at this time.

Contractor progress meetings

We will hold a monthly Project Progress meeting on site along with the Client and full project team. We will provide a contractors report with an update on programme, the progress, discuss any concerns, actions and outstanding information.

Community Communications

Details relating to both elements of the project and contact details for our site Project Manager for each will be clearly displayed via sign boards at the site boundary on Silchester Drive and Lathbury Road. The information displayed will include out-of-hours emergency and John Turner Construction head office contact details. The sites will be registered with the Considerate Constructors Scheme (CCS) and all associated banners and signage material appropriately displayed. The CCS information poster also includes contact telephone number for our site Project Manager. Our commitment to the scheme is to achieve *Performance Beyond Compliance*, with a benchmark score of minimum 37/45.

Communication with local stakeholders and residents will be embraced. We will ensure this via the following means:

- Clearly displaying the contact details of our site management team at the site boundary
- Carrying out initial letter drop and subsequent newsletter updates to all local residents and businesses
- Distributing the CCS complaints/Compliments form and encouraging feedback
- Circulating our own CCS questionnaire which can be returned anonymously via a post box at site boundary
- Attending residents meetings and workshops to share progress on the scheme and deal with any queries and concerns
- We welcome the opportunity to deliver talks and careers advice, not just for our client MCA, but any other local schools and colleges as appropriate. We will explore the potential for such engagement once started on site
- Our Local Labour Proposal (LLP), will describe the commitment we will make in respect of creating local jobs, opportunities and apprenticeships during our time on this project. We will communicate this via newsletters and promotional signage displayed at the site boundary.

Appendix 1 – Site Logistics Plans

See attached PDF

Appendix 2 – JTCG Emergency Response Procedures EG 19 and 26

Environmental Guidance Note

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SITE EMERGENCY SPILL PROCEDURE

1. BEFORE HANDLING FUELS, OILS AND CHEMICALS ENSURE THAT SPILL KITS AND OTHER ABSORBENT MATERIALS, E.G. SAND, ARE AVAILABLE.
 - ❖ KNOW THEIR LOCATION AND HOW TO USE THEM.
2. IN THE EVENT OF A SPILLAGE:
 - A. RAISE THE ALARM
 - B. STOP THE FLOW
 - C. ELIMINATE ANY SOURCES OF IGNITION
 - D. PREVENT ANY SPILLAGE ENTERING WATERCOURSES, SURFACE WATER DRAINS ETC.
3. ABSORB THE SPILLAGE.
4. ONCE THE SPILLAGE IS CONTAINED, INFORM A MEMBER OF STAFF.
 - ❖ DEPENDING ON THE EXTENT OF THE SPILL, THE ENVIRONMENTAL REGULATOR MAY NEED TO BE INFORMED.
5. IF IT IS A SMALL SPILLAGE, THE CONTAMINATED AREA WILL BE EXCAVATED AND DISPOSED OF APPROPRIATELY.
 - ❖ LARGER SPILLAGES WILL REQUIRE A LICENSED WASTE DISPOSAL COMPANY TO DEAL WITH THE CONTAMINATED AREA.
6. REPLACE USED SPILL KITS AND TOP UP EMERGENCY SAND SUPPLIES.

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SPILL RESPONSE

Background

- There are many routes for pollutants to enter the water environment:
 - Through the surface water drainage system which will eventually reach a watercourse.
 - Run-off/direct discharge into nearby watercourses or onto ground, with a potential risk to pollute groundwaters.
 - Run-off/unlicensed discharge to the foul drainage system, which could affect a sewage treatment works performance.
 - Through atmospheric deposition, for example, dust or emissions.

Useful Guidance

Emergency Plans - See EG.19

- Identify potential sources of pollution.
- Mitigate the sources of pollution, for instance by changing working methods etc.
- Develop an action plan to cover the potential sources of pollution that cannot be mitigated.
- Locate the emergency plan and spill equipment (e.g. shovels, sand, absorbent materials, drain bungs) at key locations (e.g. by oil storage tanks, refueling areas).
- Consider the emergency plan on how to deal with contaminated fire water and how to contain this water.
- If there is a spill, do not wash the spillage into the drainage system.
- Never use detergents.

Responsibilities

- Organise who is to take charge at the scene, who is to report to the relevant environmental agency and who will complete the incident report form (SF.HS.21).
- Assign responsibility for the regular checks to see if the spill kits are complete and in a satisfactory condition.
- Ensure that the Environmental Emergency Contact Details are on the notice board.
 - Staff should be made aware of where the Contact Details are and the order of contact.

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Equipment

- Emergency spill kits should preferably contain equipment to contain and absorb spills on land and water.
- The spill kit may include oil-absorbent granules, "pigs"/"sausages", floating booms, absorbent mats, polythene sheeting and polythene sacks.
- Store spill equipment in a marked bag or wheely bin in well-signposted key location(s)
- Buckets of sand, earth, straw bales and rags are good for cleaning up small spillages.
- Special mats or cushions (drain seals) can be placed over drains to prevent pollution to water supplies or can be placed at the source of leaks or under pipe joints.
- Booms are designed to be used on watercourses but can isolate drains or divert/contain spillages.
 - Ensure that the booms for rivers are long enough and have suitable anchorages.
- Sealing devices/materials are used when a tank, storage drum, valve or pipe has been punctured or damaged. Leak sealing devices may be in the form of a pad or clamp, or may be reshaped and inserted into the damaged area and inflated.
- The material safety data sheets and COSHH assessments will assist in identifying appropriate spill measures for dealing with hazardous materials.

How to deal with specific pollutants

	POLLUTANTS				
	Concrete/Cement	Paints	Oils	Silt	Detergents
Spill On Ground					
Sand	✓	✓	✓		✓
Straw Bales			✓	✓	
Absorbent Granules			✓		
Geotextile Fence	✓			✓	
Drip Trays		✓	✓		
Pads/Rolls			✓		
Drain Seal	✓	✓	✓	✓	✓
Earth Bunds	✓	✓	✓	✓	✓
Spill In Water					
Straw Bales			✓	✓	
Pads/Rolls			✓		
Booms			✓		

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Waste Management

- Dispose of any spillage/contaminated materials properly as soon as possible (see Guidance Note EG.21) e.g. oily granules should be bagged up and put in the special (hazardous) waste skip.
- In an emergency, the requirement of several days notice may be waived with permission from the Environmental Regulator's office.
- If a foul sewer is available, it may be possible to discharge the spillage with the approval of the local sewerage undertaker.
- Oil separators could be used to treat hydrocarbon contaminated water.

Training

- Inform personnel about the spill response emergency plan through the toolbox talk and/or induction training.
- Ensure that site personnel know who to contact in the event of a spillage, what to do and where to get equipment from.

Competency

- All persons involved in spill response operations shall be suitably trained and competent for the tasks allocated to them.

Monitoring

- Regular inspections to be undertaken in respect of spill response.

Practice of Spill Response

- The Company is to regularly practice spill response operations.