

CONSTRUCTION MANAGEMENT PLAN

PROJECT TITLE

British Council Refurbishment

PROJECT ADDRESS

Bridgewater House
6th Floor
58-60 Whitworth Street
Manchester
M1 6LT

Client

The British Council
Mr Benedict Horsman
1 Redman Place
London
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1.0 Introduction

This document outlines the Construction Management Plan for the construction of the proposed refurbishment of floor 6 within Bridgwater House for the client, The British Council. A Site Plan is provided at Appendix 1.

This plan documents the management to undertake the construction/refurbishment of the project.

The content of this document includes a brief description of the project, planned project sequencing an overview of the H&S Plan for the project, Parking and Traffic, Noise and Vibration, Waste, Management Plans

2.0 Project Description

Layout change, refurbishment, and minor demolition within the floor demise to undertake new provision of workspace for the client.

The project comprises the following key tasks:

- Demolition of existing internal partition walls
- Installation of new internal walls & partition and suspended ceiling (option to become open ceiling with acoustic baffles)
- Installation of Heating/AC system to incorporate external plant to roof deck and grilles to window opening to rear of building.
- Floor finishes & decoration
- General joinery including internal doors, kitchens, skirtings.
- New electrical works including, power, data and lighting.
- Installation of new Smoke detection system and security system
- Soft furnishings and fixtures

The project will be constructed in accordance with the approved plans, to be listed on the decision notice.

3.0 Project Sequencing

Construction works are planned in the following basic sequence: -

- See attached provisional construction programme (Appendix 2).
- Project contract award for the principal contractor
- 2-3 weeks lead in period for planning & mobilisation.
- Circa 70-day construction phase - TBC

4.0 Environmental & Construction Management

To ensure the immediate and surrounding area to the project is environmentally maintained.

4.1 Roles & Responsibilities

Richard Heaton, Operations Manager:

Overall responsibility for site operations

James Charlesworth, Contracts Manager:

Oversee CDM requirements complied with (reporting to OM)

Mark Crossley, Site Manager:

Day to day running of site in accordance with procedures manual & H&S

Jack Marshall, Health & Safety Officer:

Ensuring full H&S compliance

4.2 Environmental & H&S Standards

To ensure the health & safety of everyone, including neighbours & members of the public, in addition to our own operatives & sub-contractors, we implement our comprehensive ISO 45001, Constructionline Gold, Safe Contractor and CHAS accredited Health and Safety Management System (HSMS) to monitor H&S on site.

Our works are also carried out in full compliance with the HSE's document HSG151 and CDM regulations. Providing clear lines of responsibility and accountability for Health and Safety on site, we have a top-down focus on Health, Safety & Wellbeing from our Managing Director & HSEQ Consultants. All managers, supervisors and operatives are expected to lead by example, promote excellence, actively participate in safety management processes, self-supervise, and encourage worker involvement.

We ensure environmental risks and considerations form part of an integrated decision-making framework showing alignment of processes and standards with our clients & our ISO14001 accredited Management System. To ensure robust measures and procedures, we collaborate with specialist organisations such as Carbon Trust to ensure latest technology and best practice to minimise environmental impact.

5.0 Demolition Management Plan

A refurbishment & demolition asbestos survey is to be carried out by an appropriate organisation before any works can commence. The demolition items are deemed to be minor and only soft strip works as part of the refurbishment.

6.0 Parking & Traffic Management Plan

All site vehicles will be parked off site with exception of parking availability for site management within 2no spaces provided via the client on Atwood Street adjacent the rear of the service yard area. Vehicles must not cause obstruction for any other vehicles or personnel.

Deliveries will be pre-arranged to the site. All delivery companies will be given specific

instructions from the Truline Purchasing Manager along with the address for the rear delivery service yard to the access and delivery point (see Appendix 1 for delivery area).

Delivery companies will be advised to call the Site Manager from 30 minutes before a delivery is made to allow the Site Manager enough time to prepare for the delivery.

A banksman must be used whenever vehicles are entering or leaving the site, reversing onto the roads for deliveries and collection. When travelling to the site skip, care is to be taken. 2 men to carry this task out with one acting as a banksman.

All existing roads, footpaths, and rights of way around the site are to be kept open and clear of obstructions throughout the course of the contract.

Personnel moving around the building must follow the pedestrian footpaths at all times. Further information regarding pedestrians and site access are within the relevant Risk Assessments submitted with the Construction Phase Plan.

To ensure there is limited disruption in terms traffic flow, the following procedures will be put into place, deliveries will only be permitted between the hours of 7:30 –17:00 Mon-Fri and 08:00-13:00 Saturdays (a letter to explain this will be sent to all suppliers and contractors).

Parking for contractors will be provided on site by creating the permanent hard surfacing areas as early as possible.

Site working hours will be as follows:

- 07:30 – 18:00 Mon-Fri
- 08:30 – 14:00 Sat
- No Sunday or Bank Holiday working

7.0 Noise, Dust & Vibration Management Plan

All contractors / staff working in the site area need to adopt suitable dust control for the activities they are carrying out.

Dust control must be added to the contractor RAMS. Suitable methods of Dust Control include vacuum / water suppression. Methods of dust control must be suitable and effective.

All works must be planned to reduce the noise level as much as possible.

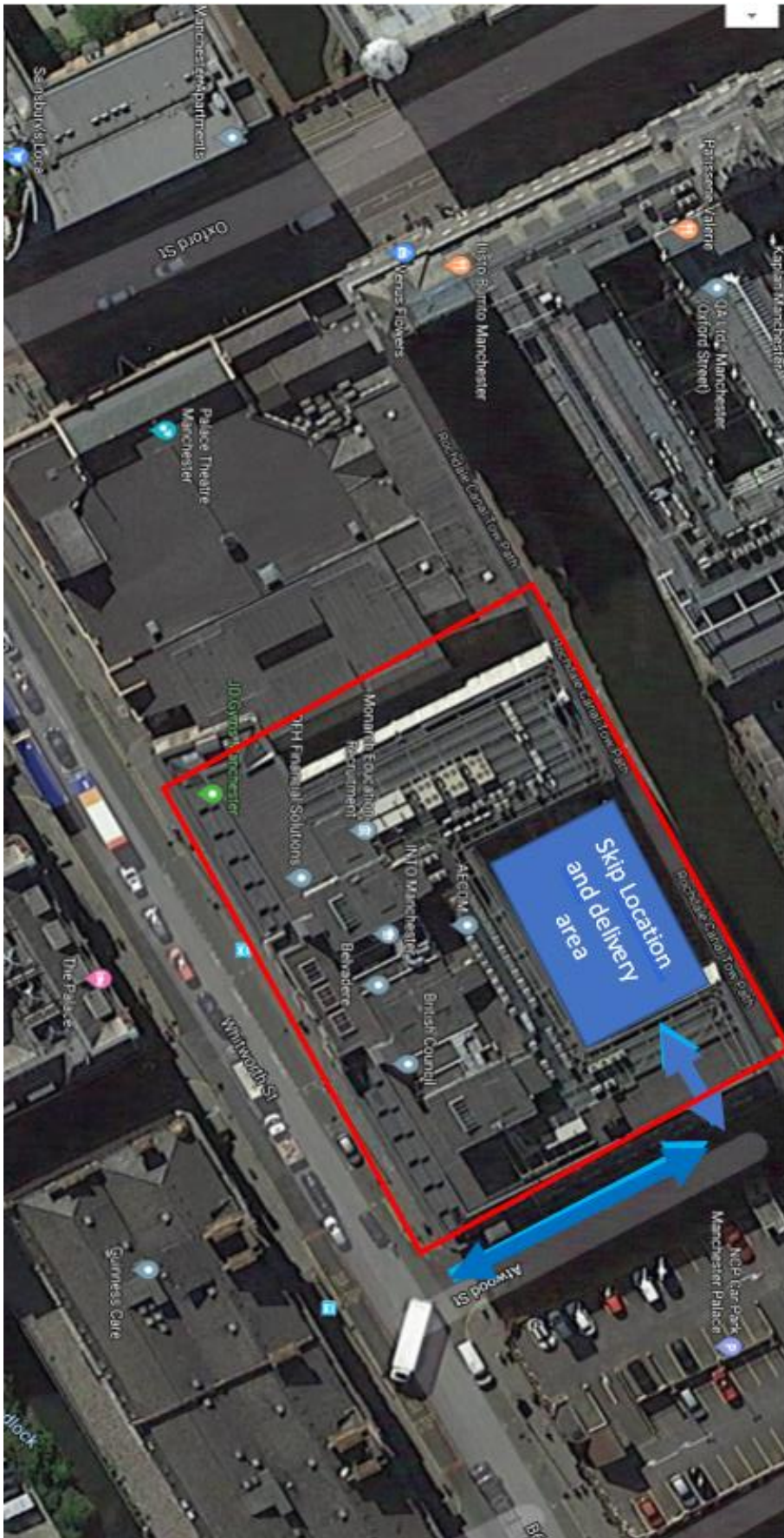
Tool Selection must consider whether it's possible to use alternative methods or alternative tooling that reduces the noise level as much as possible.

Noise levels must be kept to a minimum at all times, where necessary during the construction measures will be put in place to guard against and reduce potential nuisances from all relevant activities and will be included within the method statements and deployed for each task.

PPE must only be used as a last option to protect the operatives working on the site. These selections must be represented in the contractor RAMS documents and will be discussed at Induction Stage for all personnel.

Appendix 1 – Site Plan

Traffic Route and Skip Location for deliveries to rear service area off Atwood Street



Appendix 2 – Provisional Construction Programme

