

Planning Application Ref 134884/FO/2022
Dalton Ellis Halls of Residence, Graham Building
Condition 4
Construction Management Plan.

1.0 Introduction

The following information will outline the working practices and procedures to be employed during the construction phase of the Refurbishment of the Graham Building. The building is located within a residential campus and works will involve working throughout the entire building, both internally and externally. There are also several other residential properties that boarder the site that could be impacted by this work.

This plan will demonstrate how we plan to minimise disruption on both the campus residents and local neighbours in and around the site.

Our approach to minimising the impact of the works will include implementing smooth and efficient processes to ensure the works to the Graham Building are completed and delivered in a well-planned and controlled manner which minimizes the impact of the students residing in the Campus and local residences and businesses within the immediate vicinity. These processes include developing and implementing:

- Thorough preconstruction planning and surveys
- Detailed Weekly Activity Plan
- Strategies for Communication and liaison
- Delivery Schedules and procedures
- Traffic and pedestrian Management Plan
- Robust Programme of Activities
- Emergency Procedures which are aligned with the UoM Emergency Plan
- Implement methods to control noise, dust, and vibration.
- Waste management
- Complaints Accountability
- Considerate Constructors Scheme
- Lights
- Procurement of specialist subcontractors particularly M&E by February 2022.

2.0 Preconstruction Survey

We will undertake a detailed survey of all areas where works are to be completed. In conjunction with the information already received we will consider several items:

- **Access Routes** – We will identify all routes which will be required for access for personnel, plant, and materials to allow the works to be completed.
- **Service locations, service routes, isolation points and connections** –
- We will liaise with UoM Estates to confirm the location of all services within the works areas to ensure that all isolations are completed in accordance with the University of Manchester's protocols.
- **Locations of ACM's** – Shield On-Site Services have produced an asbestos report detailing the location and abatement of all ACM's which need considered during the works. In conjunction with our asbestos removal contractor, we will identify and mark all known locations of ACMs prior any works commencing, and removal of these materials will be done in line with other works. All operatives on site will have asbestos awareness trained and any further ACMs

discovered will be notified to the UoM PM and Asbestos manager in line with our own company asbestos procedures.

- **Inspection of external ground conditions** – Access around the perimeter of the Graham Building will require the use of MEWP's and fixed scaffolding. These will be located on various ground conditions including, hard paving, and asphalt/bitmac surfacing and grassed area. We will inspect and record all areas ensure their suitability for the access systems proposed.
- **Inspection of external landscaping** – In addition to assessing the structural suitability of the landscaping, we will also carry out a full photographic survey highlighting the condition of all areas prior to any works commencing.
- **Emergency Access/Exits** – We will identify all emergency routes throughout the building to ensure that the sequencing and methods of work employed to complete the works provide the necessary emergency access if required. We will liaise with the UoM, representatives of Graham Building adjacent University Buildings and the UoM Fire Officer to ensure that these routes are always maintained.

3.0 Detailed Weekly Activity Plan

We will provide a weekly programme of activities, outlining the works to be completed and the phasing of these works.

For each individual work element, we will prepare a detailed list of the work activities associated with each element. This will be broken down to follow each of the programme activities. This detailed list will also provide information on the following:

- Location of work.
- Duration of work.
- Tasks involved.
- Permits required.
- Subcontractors involved.
- Materials Required.
- Delivery arrangements.
- Access requirements/restrictions.
- Potential Impact.

As with the preconstruction survey, the object of this document will be to ensure that detailed thought is given to each activity to reduce the risk of a critical order or material being overlooked and ensuring that all necessary permits for works have been applied for and obtained from the UoM. We will discuss the specific individual work activity requirements with each subcontractor, giving overall confidence that all the works are thoroughly pre-planned.

This information will be forwarded on a weekly basis to the UoM for their consideration and approval, allowing them to identify where issues may arise concerning noise and access, and allows these issues to be dealt with well in advance of the works proceeding.

4.0 Strategies for communication and liaison

Our priority will be to instigate a series of regular liaison meetings with the appropriate representatives from each of the stake holders to establish what their needs are, including deliveries, access, emergency procedures, upcoming activities that may require "quiet times" for exams, graduations, interviews, etc.

We are aware that the Dalton Ellis Campus Buildings will remain vacant throughout the summer holiday, however nearby halls of residence will be utilised for post graduate students. The project will require a sensitive approach to our activities. We will produce weekly look ahead programs

detailing all planned activities for the following week, for discussion during the liaison meetings where any potential disruption can be discussed and agreed.

We will adopt our communication strategy for the private residents located on Denison Road which will consist of letter drops informing them of the works, the duration and contact details of our Site Management Team if they have any queries/ complaints.

5.0

Client Liaison Meetings

Client liaison meetings will play an important and ongoing role in delivering this project. These meetings will provide a forum to discuss all issues before they arise on site and mitigate any potential impacts with regards to disruption. We will commence these meetings immediately after contract award and continue a weekly basis until practical completion is achieved. These meetings will be chaired by Andy Sey our Project Manager, and all stakeholders to the project would be asked to attend. Relevant issues which will be discussed at these meetings include:

- Safety on site and at works/University interfaces
- Disruption Monitoring
- Programme review and Look Ahead
- Delivery Schedule monitoring
- Service relocations/isolations
- Access requirements

We will erect a display board at the site compound located at the front entrance of the site, Progress and works schedules will be displayed each week.

6.0

Delivery Schedule and Procedures

Our overall strategy for controlling deliveries to and from the Graham Building will ensure that normal traffic flow from Anson road is not impacted. All deliveries will be scheduled in advance to avoid the busiest periods, and vehicles will phone ahead prior to approaching the site to ensure vehicles are not waiting to unload causing obstruction to surrounding roads.

Through liaison with UoM we will confirm weekly deliveries to the adjacent University buildings to ensure that time slots are allocated which do not clash with their normal operations and are agreed with the University.

We will appoint a “traffic marshal” who will be responsible for controlling all traffic movements into and around the site.

7.0

Site Layout, Access and Security

Our site set up and compound area will be located off Denison road on the Dalton Ellis Campus. Our site compound will provide offices, a canteen, washing and toilet facilities and a secure storage container for tools and small materials. The site compound and welfare units will be secured with a solid hoarding.

Access will be provided for both vehicles and pedestrians through secure gates. Our accommodation will be stacked to ensure we maximise the space provided at ground level.

Vehicle parking will be provided within our compound. This will eliminate the need for parking within the surrounding residential streets. Site staff, operatives and visitors will be encouraged to make their way to site by foot or where possible by bicycle.

All site staff, operatives and visitors will report to the site office before proceeding to the works area. (see image below for details of logistics plan)



8.0 Site Traffic/Pedestrian Management Plan

Our traffic and pedestrian plan will be implemented from the outset of the project. Our plan will ensure that we provide safe and segregated access for our site staff, operatives and visitors, but that we also ensure the safety of the Campus users and members of the general public who use the campus grounds as a thoroughfare.

All site vehicle movement to and from the Graham Building site will be controlled and managed by a traffic marshal. Our site team will complete a daily Traffic and Pedestrian Checklist which will provide information of all temporary and permanent traffic measures which are in place. Copies of these inspections will be retained within the site office.

All deliveries to Graham Building will enter from A34 Anson Road. These deliveries will be scheduled in line with our delivery's procedure for this project. Materials will be offloaded by either telehandler, or lorry mounted hiab. We will employ a dedicated gate person/traffic marshal who will manage and control all access and traffic movement around the Dalton Ellis Hall Campus and will be responsible for controlling the offloading of all materials. In addition, each subcontractor will provide a banksman during offload of their materials to ensure adequate supervision of traffic movement is maintained at all times.

All vehicles will be checked prior to leaving the site to ensure debris from the site cannot pollute the surrounding roads. This will include checking vehicle wheels for mud and other contaminants and where necessary the wheels will be cleaned using a handheld jet wash before leaving the site. No open vehicles will be permitted to exit the site without covers on, particularly skips which will have secure tarpaulins fixed in place to prevent dust and debris contaminating the highways.

Any waste being removed from site will be by licenced waste carrier and records for the final destination and recycling figures will be recorded in the site waste management plan.

9.0 Implement Methods to Control Noise, Dust and Vibration

As a minimum requirement we will comply with BS5228- 'Noise and vibration control on construction and open sites. We will implement measures which will eliminate or reduce potential

impacts arising from noise, dust and vibration levels during the various construction stages of the project; some of which are listed below:

9.1 Noise

- All plant utilised on site will be maintained in a good and efficient working order to comply with all relevant national standards.
- Breaking equipment such as Kango hammers will be fully silenced models fitted with properly lined and sealed covers.
- Noisy activities will be completed during normal working hours and will be restricted out of hours to ensure the local residents are not disturbed.
- Temporary barriers/enclosures will be built around noisy equipment to attenuate noise, where necessary

9.2 Dust

- Collect dust at source via a vacuum fitted to all handheld cutting equipment.
- Use only cutting equipment which has the facility to suppress airborne dust.
- Skips will be covered with water-resistant polyethylene tarpaulins to reduce dust being blown onto the street and within the site compound.
- Newly installed floor finishes will be protected with a suitable temporary covering until the project is handed over.



Image showing Coverguard Floor Protection

9.3 Vibration

- Schedule location of works in conjunction with Day time activities avoided where possible within the out of hours working.
- Use only tools that have been properly maintained and repaired.

10.0 Waste management

Our policy is to recycle as much waste as possible and reduce any waste going to land fill to the minimum. To achieve this we will have dedicated skips for specific materials such as Timber, Metal, Plasterboard, etc. located in the compound area. All waste removal will be done by Seddon licensed waste carriers Circle waste and detailed records for all waste will be maintained. Hazardous waste such as Asbestos will be removed and disposed of by a specialist licensed contractors in accordance with HSE guidelines.

No contaminants will be allowed to migrate into the local drainage system and all plant on site will have a spill kit to quickly deal with and fuel or oil leakage should it occur. Any hazardous materials stored on site will be in suitable containers in locked stores.

11.0 Robust Programme of Activities

Through our experience, we recognize that all construction projects require each activity to be extremely well thought out, planned and implemented during the pre-construction period, ahead of the site setup date on 30th Jan 2023. Our programme has been developed to ensure that we make maximum use of the available time on this very demanding project. Utilising extended working hours 7 days a week for the main bulk of the works and out of hours to complete as much as possible those activities which will not cause nuisance to the local residents, for example floor screeding, electrical wiring, installing floor finishes, decorations, snagging, etc.

12.0

Emergency Procedures which are aligned with the University's Emergency Plan

As has been noted in the tender documents, all emergency routes and exits must be maintained throughout the duration of the works. Prior to any works commencing on site we will meet with the UoM Estates, University Fire Officer and representatives of the campus, to discuss our emergency plan for the project. Issues which will be considered and discussed will include:

- ✓ Escape routes
- ✓ Assembly points
- ✓ Emergency local isolation of zones within the building
- ✓ General fire alarm functions
- ✓ Access for emergency vehicles
- ✓ Provision of temporary Fire Detection and Alarm systems throughout the building
- ✓ Fire risk assessment
- ✓ No smoking and no burning policy
- ✓ Appoint a Fire Marshall
- ✓ Hot work procedures
- ✓ Reciprocating saws
- ✓ Producing a Fire Safety Plan
- ✓ Permit to works
- ✓ Establish and designate lines of communication with the UoM and Security in the event of an emergency
- ✓ Fire Check procedure following each shift

Following discussions, we will develop a fire strategy for the Graham Building works which will be developed and aligned with the current strategy. We will review our fire plan and agree upon a strategy for implementation of the plan.

6.0

Complaints Accountability

We want to ensure that we are fully accountable for any operations or actions which may have a detrimental impact on the daily operations of the adjacent university buildings and its users. In order to do this we will be fully open for contact and complaint. Our site phone number and 24 hr contact numbers will be clearly displayed on the site information signs both internally and externally.

7.0

Conclusion

The Graham Building refurbishment project is carried out with minimal impact on other building users, public, staff/students and visitors. We will liaise closely and regularly with UoM Estates team, representatives from Dalton Ellis Hall other key stakeholders to ensure construction methods and processes are developed and implemented which minimize disruption and maintain the campus experience for both staff and students.