

Construction Management Plan

Grosvenor Lifecycle Refurbishment Project

Cavendish Street, Manchester, M15 6BR





Ref: 1049
Date: 02/09 2022
Rev 4

Charnley Fold Lane
Bamber Bridge
Preston
PR5 6BE

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Project Team

Company	Name	Position	Address	Email	Mobile	Telephone
Client **Manchester Metropolitan University**	Connor McAlorum	Project Manager	7th Floor Bridgewater House 58-60 Whitworth St Manchester M1 6LT	C.J.McAlorum@mmu.ac.uk	07796 013 052	
Project Manager **Turner & Townsend**	Mark Abbott	Director	6th Floor 55 Spring Gardens Manchester M2 2BY	Mark.Abbott@turntown.co.uk	07717 836 598	
	Simon Glass	Senior Project Manager		Simon.Glass@turntown.co.uk>	07790 812 579	
	Rachel Clare	Project Manager		rachel.clare@turntown.co.uk	07738 024 789	
Architect **Cassidy + Ashton**	Lawrence McBurney	Director	7 East Cliff Preston PR1 3JE	lawrencemcburney@cassidyashton.co.uk	07854 231 316	01772 258 356
	Neil Aaron	Associate		neilaaron@cassidyashton.co.uk		01772 258356
	Simon Barlow	Senior Architect		SimonBarlow@cassidyashton.co.uk	07581 878 133	
Mechanical and Electrical Engineers **Couch Perry Wilks**	Gareth Whitaker	Senior Mechanical Engineer	29 John Dalton St Manchester M2 6DS	Gareth.Whitaker@cpwp.com	07904 716 571	0113 3943835
	Dominic Jesper	Senior Electrical Engineer		dominic.jesper@cpwp.com	07769 216 596	0113 3943835
Cost Manager **Arcadis**	John Elliot	Senior Quantity Surveyor	Suite 1a First Floor 4 Piccadilly Place Manchester M1 3BN	john.elliott@arcadis.com	07884 733 094	0161 245 8701
	Frankie Morrissey	Apprentice Quantity Surveyor		frankie.morrissey@arcadis.com		
Structural Engineering **Curtins**	Victoria Checkley	Technical Director	First Floor, Merchant Exchange 17-19 Whitworth St West Manchester M1 5WG	victoria.checkley@curtins.com	07855 109 421	0161 236 2394
	Kieran Geoghegan	Structural Engineer		Kieran.Geoghegan@curtins.com	07515 064690	

Company	Name	Position	Address	Email	Mobile	Telephone
Sustainability Advisor **BDP**	Kathleen Radford	Senior Environmental Sustainability Consultant	11 Ducie Street PO Box 85 Piccadilly Basin Manchester M60 3JA	Kathleen.Radford@bdp.com		0161 828 2323
Fire Engineer **Hoare Lea**	Clare Barker	Associate Director	Royal Exchange Manchester M2 7FL	ClareBarker@hoarelea.com	07795 554 511	0161 672 7144
Acoustician **Hoare Lea**	Phil Mann	Senior Associate		PhilMann@hoarelea.com	07769 337 142	0161 672 7158
	Al Plail	Principal Acoustics Engineer		AlPlail@hoarelea.com	07464 484 371	0161 672 7207
Building Control Consultant **Ball & Berry**	Dave Clarke	Director	Piccadilly House 49 Piccadilly Manchester M1 2AP	davidc@ballandberry.co.uk	0770 280 7291	0333 023 0262
Planning Consultant **Deloitte**	Katie Wray	Assistant Director	2 Hardman St Manchester M3 3HF	kawray@deloitte.co.uk	07833 481 570	0161 455 6350
	Rachel Hopkins	Planner		rachelhopkins@deloitte.co.uk	07920 266 866	0161 455 6812
Viewpoint **Turner & Townsend**	Jasmine Goodall	Consultant	6th Floor 55 Spring Gardens Manchester M2 2BY	Jasmine.Goodall@turntown.co.uk	07484 906 641	
	Vitalij Tetervov	Senior Consultant		Vitalij.Tetervov@turntown.co.uk	07989 207 512	
Principal Designer **Turner & Townsend**	Damian Shawcross	Senior CDM Consultant	6th Floor 55 Spring Gardens Manchester M2 2BY	Damian.Shawcross@turntown.co.uk	07977 293086	
Access & Inclusion **MAC Consulting**	Richard Dryden	Director	1 Park Row Leeds LS1 5HN	RichardDryden@macconsultingltd.com	07961 231937	

Company	Name	Position	Address	Email	Mobile	Telephone
Main Contractor **Conlon Construction**	Darren Lee	Director	Charnley Fold Ln Bamber Bridge Walton-le-Dale Preston PR5 6BE	darren.lee@conlonconstruct.co.uk	07773 341833	
	Lee Parry	Director		lee.parry@conlonconstruct.co.uk	07977 439073	
	Vernon Ellis	Pre-construction manager		vernon.ellis@conlonconstruct.co.uk	07583 088921	
	John Hicks	Design Manager		john.hicks@conlonconstruct.co.uk	07964 419364	
	Ben Curran	M&E Co-ordinator		bencurran@walmsleyassociates.co.uk	07855 400796	
	David Bailey	Senior Estimator		david.bailey@conlonconstruct.co.uk	07817 635557	
	Matthew Scilly	Quantity Surveyor		mattscilly@thornber&walker.co.uk	07813 781776	
	Stephen Albery	Quantity Surveyor		stephenalbery@thornber&walker.co.uk	07854 068950	
	Mark Marrinan	Estimating Administrator		mark.marrinan@conlonconstruct.co.uk	07581 081563	
	Ceri Penman	Administration Manager		ceri.penman@conlonconstruct.co.uk	01772 335268	
	Ian Aspinall	Health, Safety & Environment		ian.aspinall@conlonconstruct.co.uk	07527 126778	

Local HSE Address

Bootle Headquarters,

Redgrave Court, Bootle,

Merseyside L20 7HS

Project Description

The Project consists of 2 parts, firstly the refurbishment of floors of the Chatham and Geffrey Manton buildings to enable the Art students to decant from the Grosvenor Building to continue their coursework. This consists of lining internal walls with MDF and providing MDF art booths to Floors 8, 7, 6, 5 and 1 and some minor M&E modifications and flooring to 1 room in the Geffrey Manton Building

The 2nd and main element of the works is the full refurbishment of the Grosvenor Building including Soft Strip out, some structural alterations, a new passenger and platform lift, full MEP upgrade, new floor finishes, new partitions and Heritage works to the existing finishes. Externally the roof slates are being carefully removed and new insulation, breathable membrane, new battens, and the existing slates refixed with reclaimed suitable slate being used for any damaged ones. The full façade is being restored in accordance with Heritage requirements including Feature Stone, Brickwork, Windows, Rooflights and leadworks.

Emergency Contact Details

Site Manager: Joe Hartley 07837910741
Site Manager: Carl Harrison 07800610742
Contracts Manager: Shaun Smith 07800610744

Programme Of Works

The Programme commences from 8th August 2022 for the Chatham element of the works and completes 18th December 2023 for the Grosvenor Works. Two detailed draft programmes have been issued for discussion to the Client and their team which they are reviewing at present

Pre-Contract Surveys

Several surveys have been undertaken to ascertain site condition, details of any above ground services, ground, presence of any hazardous elements and flood risk.

Reference the following documentation for detailed information: -

Paint Survey

https://n3g.4projects.com/file.aspx?document=6b8b9c49-42d4-43af-a4c2-383820306329&revision=22dac2aa-a9f3-44e3-b713-

383820306330&file=652f7a1e-ff54-4c26-bc4a-383820306330&preview=False

Layer Surveys Below Ground Drainage Survey.zip

https://n3g.4projects.com/file.aspx?document=3f1832bc-aacc-42ed-af98-383826137340&revision=ad37049e-a7d4-433f-a145-383826137341&file=e5e9f761-0311-489d-b820-3838261373 41&preview=False

Grosvenor Building Window Condition Survey Report.zip

https://n3g.4projects.com/file.aspx?document=215d65a3-51ec-4b90-996e-383821329748&revision=6d35e98f-e0d3-4a77-ae4d-383821329749&file=b2a90ca8-5f57-4493-b612-3838213297 49&preview=False

Grosvenor Building Roof and Skylight Survey Report.zip

https://n3g.4projects.com/file.aspx?document=31defac5-d00b-4e1d-9e81-383822237688&revision=e8d2ee3b-470f-46dd-acd6-383822237689&file=85e1bdeb-9923-446d-a9d0-3838222376 89&preview=False

Grosvenor Building Facade Survey Report.zip

https://n3g.4projects.com/file.aspx?document=b7248e78-1761-456e-a3d3-383821005952&revision=1d14baf3-6176-4ad9-b868-383821005953&file=1c5e9147-a17f-429e-b542-3838210059 53&preview=False

APPENDIX 3 LOCATION PLANS.zip

Lead Test Results

https://n3g.4projects.com/file.aspx?document=f1d08510-a0ff-4c6f-9d16-383820305656&revision=373f4df7-4a0f-437f-a62f-383820305657&file=cfdc3303-5126-4b8d-8408-383820305657&preview=False

Site Location/Logistics TMP

The Grosvenor Building is joined with the Arts & Humanities Building and the Chatham and Geoffrey Manton Building to the rear. Access will be gained off the A5067 up Boundary Street West and onto Higher Ormond Street as shown on the following pages.

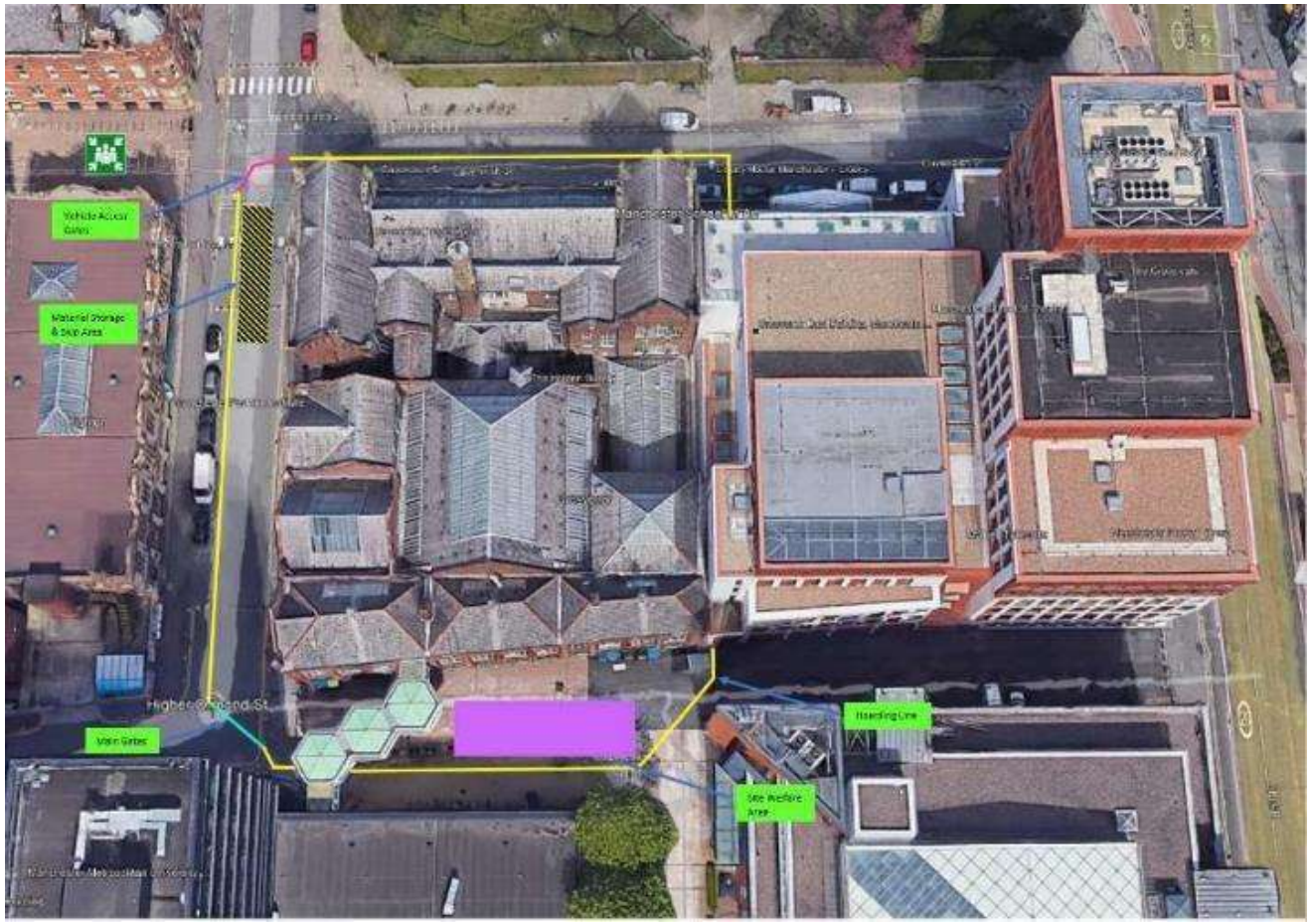
Logistics

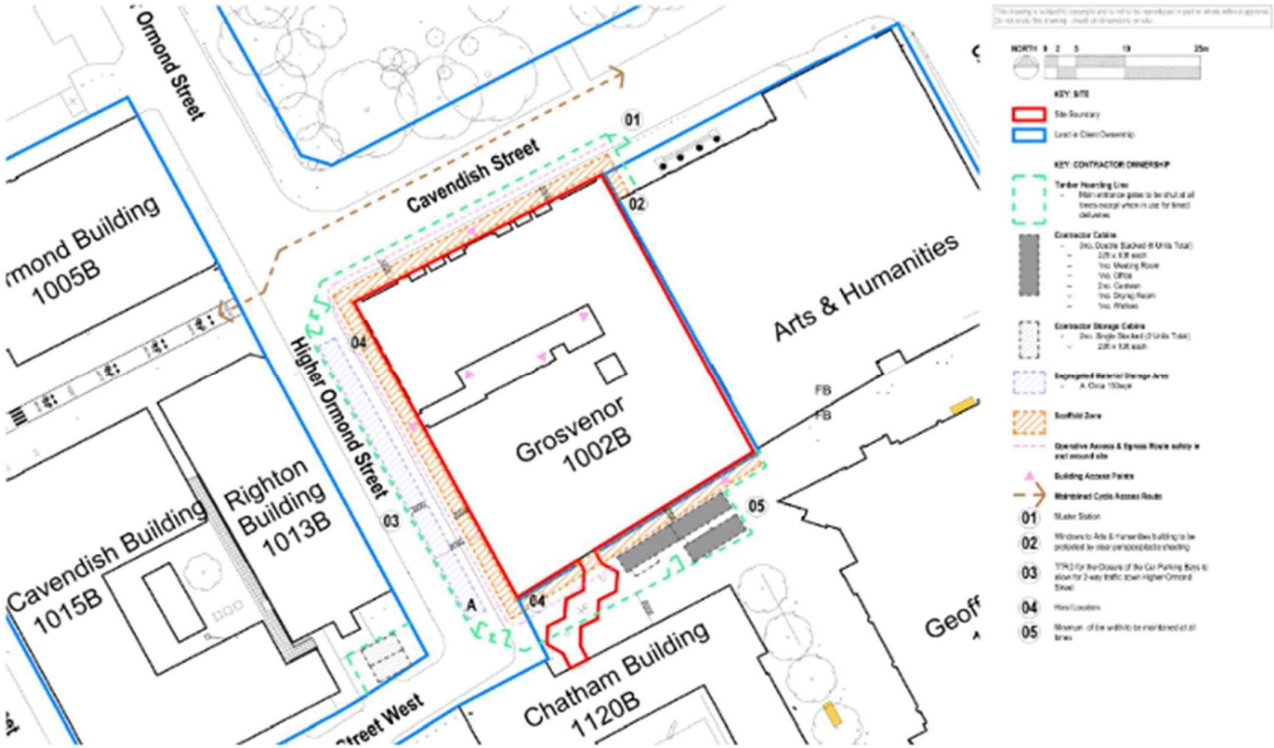
It is proposed that we need a footpath closure along Higher Ormond Street for our Scaffolding, this may extend into a partial road closure if required, the rear of the building will also be partially closed for scaffold purposes, the front of the building with have a road closure utilising 75% of the width of Cavendish Street if allowed. We can keep a 2-way cycle lane open and white line it accordingly. We will be using this location for our site Welfare and some storage and an offloading point. Vehicles will have to drive down Boundary Street West into Higher Ormond Street and then Lower Ormond Street and at this point will reverse back into the gated compound on Cavendish Street. All this will be done under supervision of a trained Banksman.

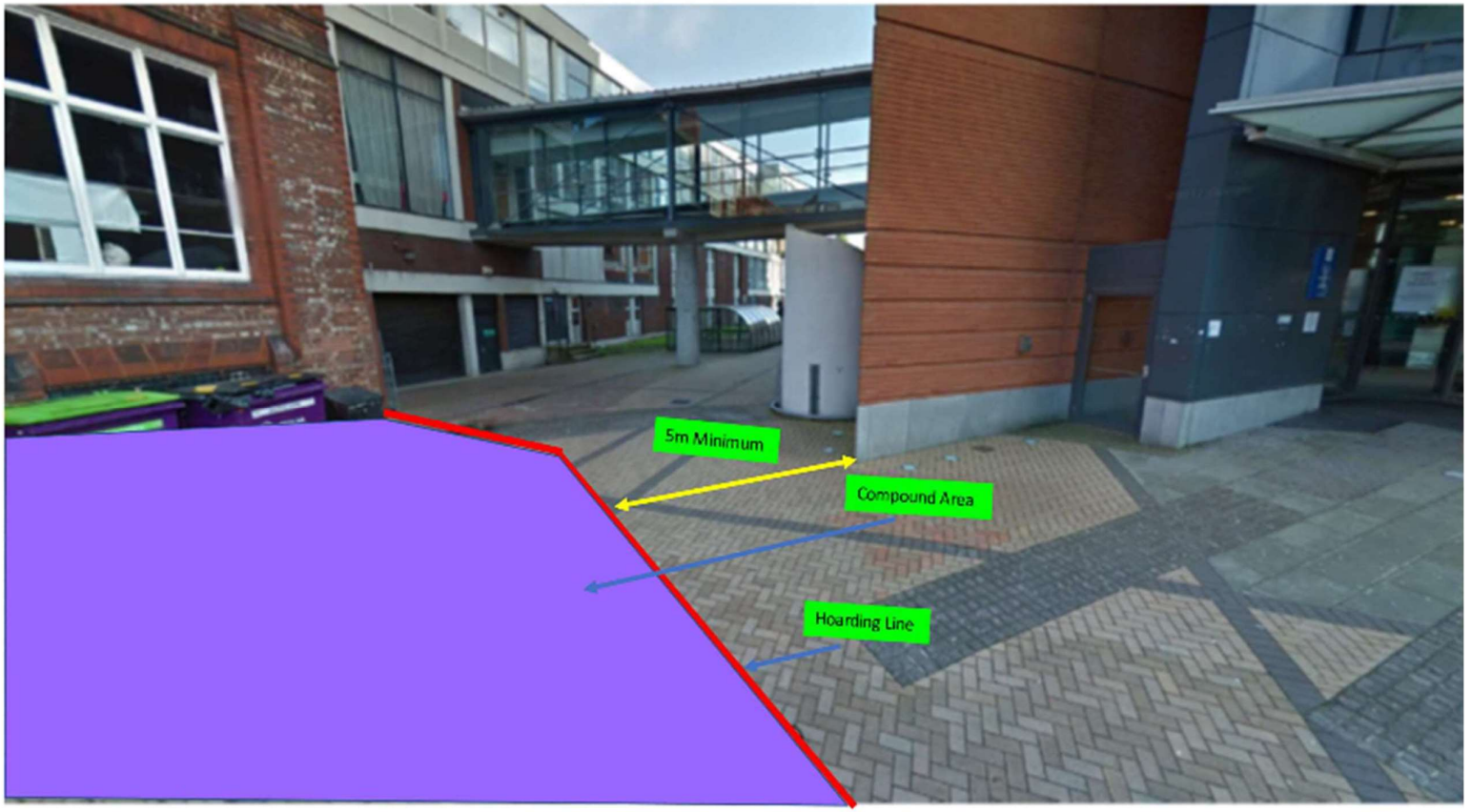
We are hopeful of utilising the existing Utilities for our Welfare set up to avoid noise from temporary generators. We will also be running a small hoist positioned as shown on page 16

There will be a fully designed solid hoarding around the full perimeter of The Grosvenor Building with viewing panels to enable stakeholders to follow progress and activities. See page 23

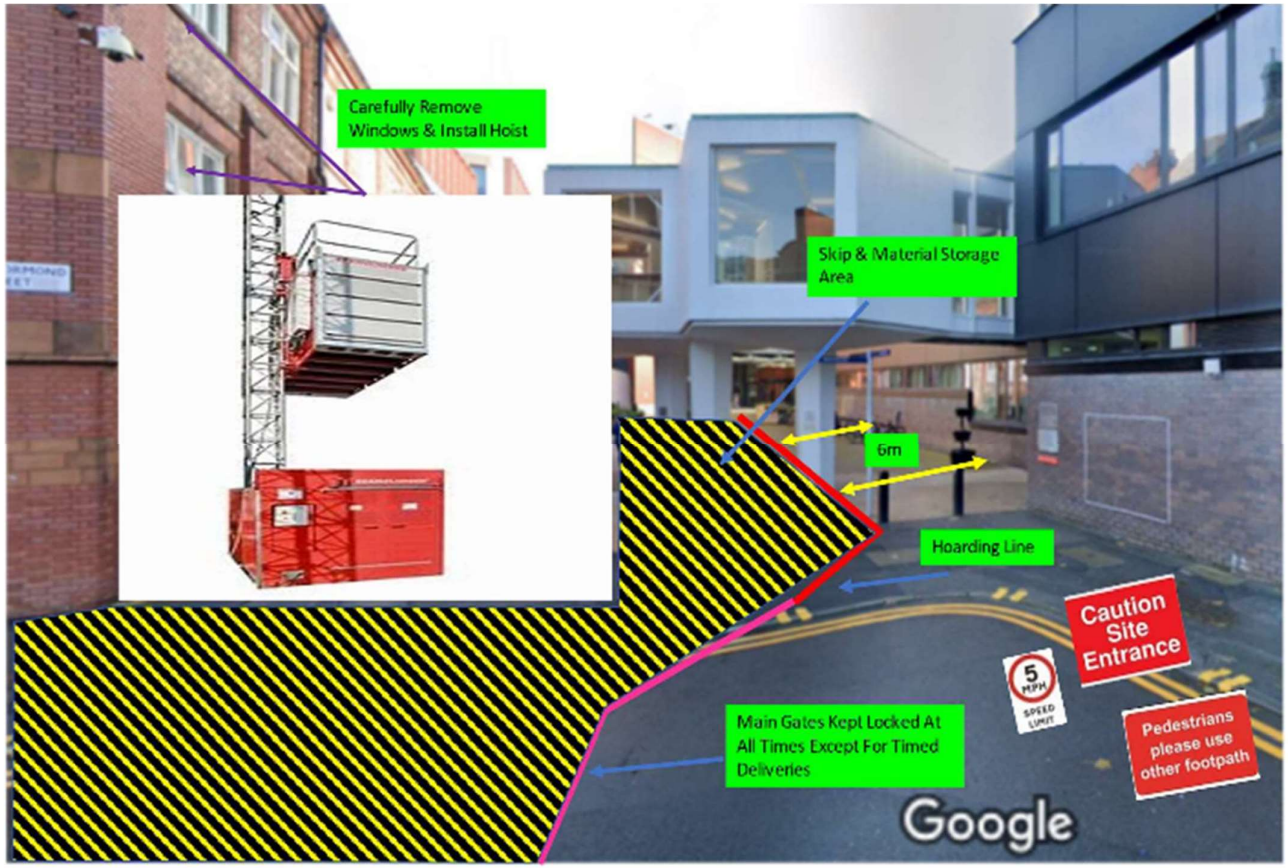
Site Logistics Plan



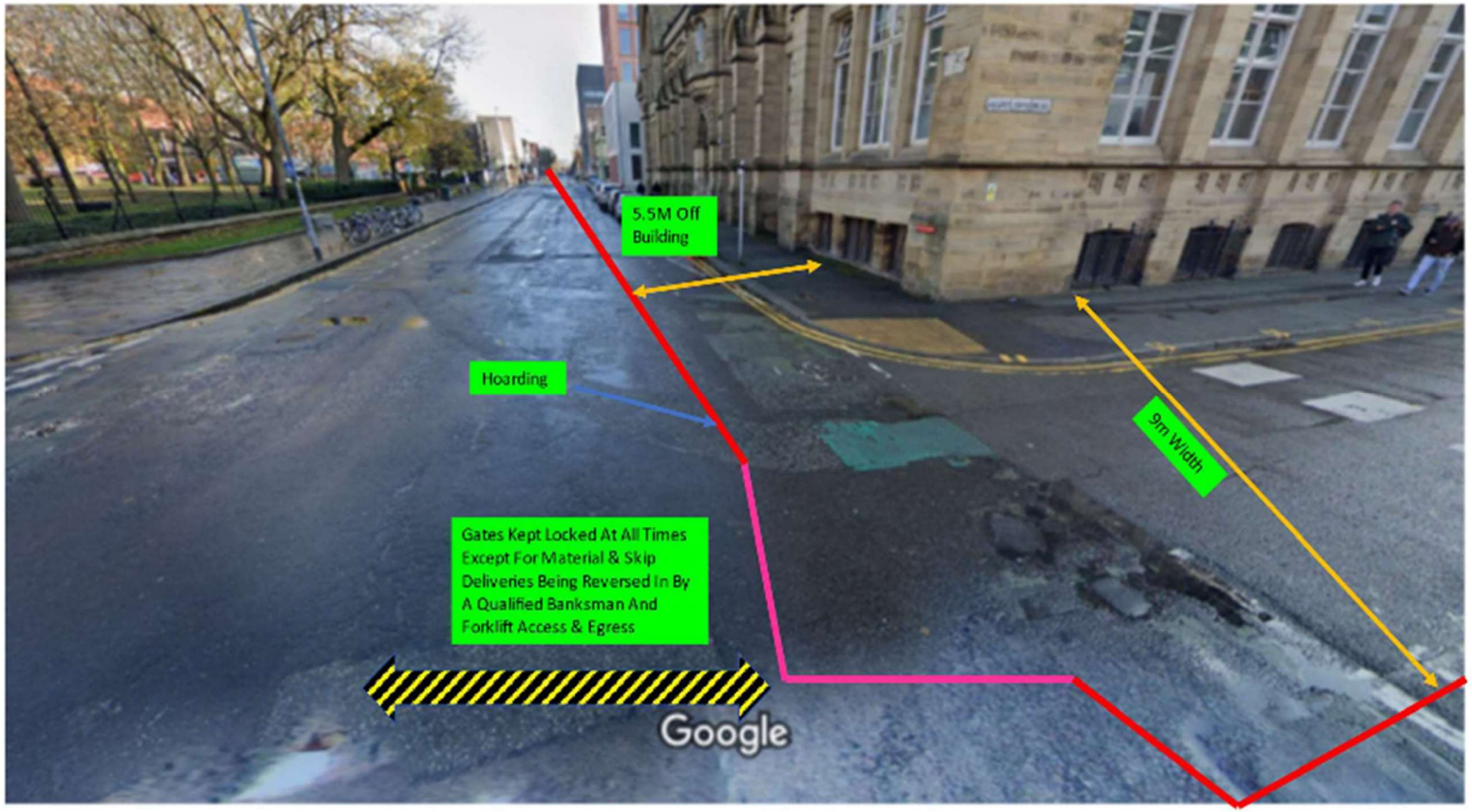

Ormond Street
Cavendish Street
Higher Ormond Street
Arts & Humanities
Grosvenor
1002B
rmond Building
1005B
Righton
Building
1013B
Cavendish Building
1015B
Chatham Building
1120B
Street West
01
02
03
04
05
FB
FB
A
NORTH
KEY: SITE
KEY: CONTRACTOR OWNERSHIP

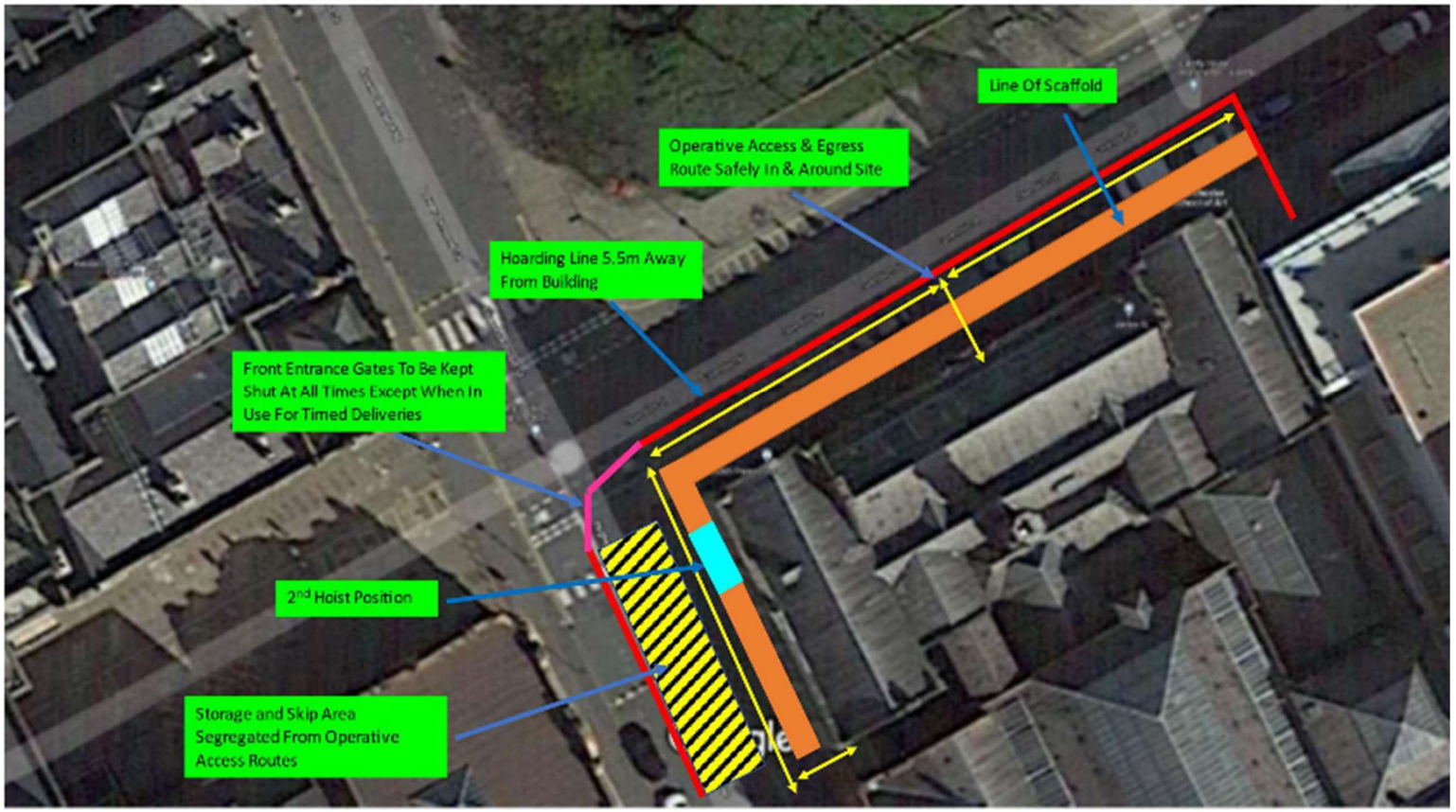

5m Minimum
Compound Area
Hoarding Line


Access For Wagons For Welfare Accommodation Set Up
SITE SAFETY - COVID 19
SITE SAFETY
Danger
Use ear protectors
Warning
Hoarding
Operatives Access & Egress Route Safely In And Around Site
Facial Recognition Secure Operative Entrance & Exit To Welfare/Compound
6x Double Stacked Cabins: 2x Canteens 1x Drying Room 1x Toilet Block 1x Office 1x & Meeting Room


Carefully Remove Windows & Install Hoist
Skip & Material Storage Area
6m
Hoarding Line
Caution Site Entrance
5 MPH
SPEED LIMIT
Main Gates Kept Locked At All Times Except For Timed Deliveries
Pedestrians please use other footpath
Google

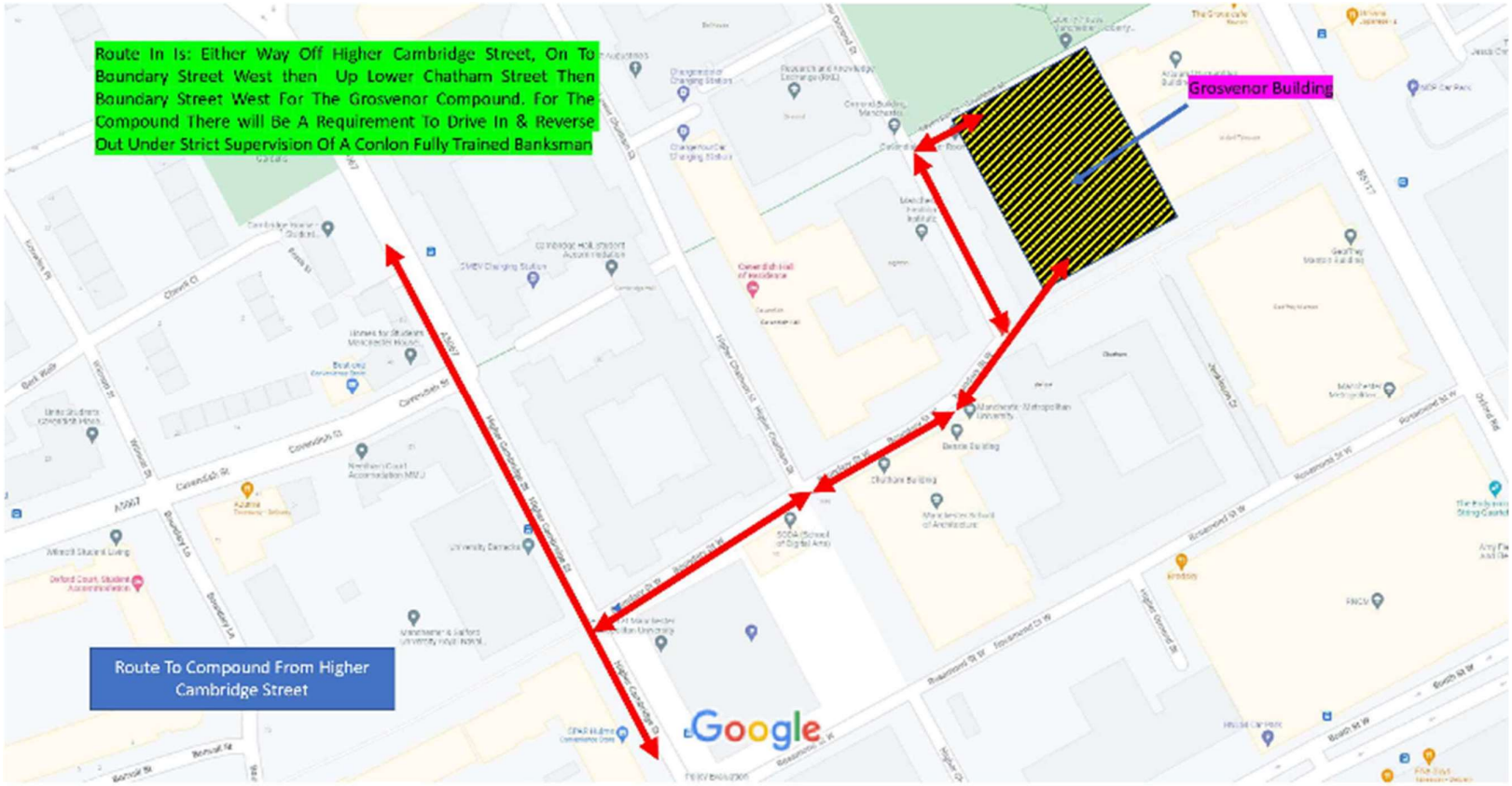

9m Width
Hoarding Line
9m Width
Approximate Line Of Scaffolding Around The Building
TTRO For Closure Of The Car Parking Bays To Allow For 2 Way Traffic Down higher Ormond Street
Google


5.5M Off Building
Hoarding
9m Width
Gates Kept Locked At All Times Except For Material & Skip Deliveries Being Reversed In By A Qualified Banksman And Forklift Access & Egress
Google


Line Of Scaffold
Operative Access & Egress Route Safely In & Around Site
Hoarding Line 5.5m Away From Building
Front Entrance Gates To Be Kept Shut At All Times Except When In Use For Timed Deliveries
2nd Hoist Position
Storage and Skip Area Segregated From Operative Access Routes


Scaffold Line 2M Off Building
Operative Access & Egress Route Safely In & Around Site
Skip & Material Storage Area Segregated From Operative Access Routes
Hoarding Line 9M Off Building
Hollings Faculty


Temporary Road Traffic Management Barrier Manned By Security Guard To Stop Traffic Apart From Site Deliveries And MMU Logistics Vehicles To Access Boundary Street West
NO LEFT TURN
Google


Route In Is: Either Way Off Higher Cambridge Street, On To Boundary Street West then Up Lower Chatham Street Then Boundary Street West For The Grosvenor Compound. For The Compound There will Be A Requirement To Drive In & Reverse Out Under Strict Supervision Of A Conlon Fully Trained Banksman
Grosvenor Building
Route To Compound From Higher Cambridge Street
Google

Hoarding And Ballast Type To Be Designed And Installed
As Shown Below









All Vehicles Entering The Vicinity Of Site Will Be Subject To A 5 MPH Speed Limit. Appropriate & Visible Signage Will Be In Place



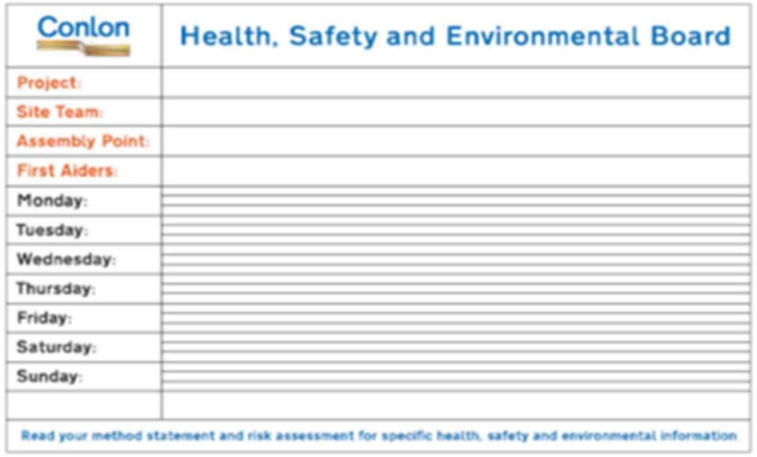
Operatives attending site will follow the pedestrian route following directional signs to the compound. They will be instructed to report to the site office. In order to minimise contact the site manager will be signing people in and out. Everyone who enters site will be asked to use the contactless body temperature reader. An alarm will be activated if a high temperature reading is taken and if this happens the operative will be asked to leave the site and follow Covid-19 guidelines in order to obtain a test / self-isolate. After signing in and recording temperature readings, site inductions will explain normal operating procedures and additional Covid-19 secure measures in line with Version 9.1 of Construction Leadership Council site operating procedures.



An additional canteen has been provided to ensure adequate space for operatives to socially distance within welfare facilities. Outdoor seating will also be provided. Numbers of operatives using the welfare facilities will be strictly limited. A timetable for use of canteens will be monitored and communicated to each of the foremen responsible for their subcontractor teams. Morning briefings will take place in the courtyard with all personnel standing at least 1m apart. Meeting rooms will be ventilated, and numbers permitted will be limited to no more than 8 people. Groups of more than 8 people will be asked to join the meeting remotely by using MS Teams. There will be a television in the meeting room to facilitate these meetings.

Signage





All hoardings and Entrances will have Conlon badged Statutory Signage on them, and inside the site will also have wayfinding sites, fire exit signs, fire station signs, will be clearly visable for all operatives to follow.


Conlon
Site Safety
All visitors & drivers must report to site office
Mobile phones only to be used in designated areas
Construction site keep out
Unauthorised access strictly prohibited
Children must not play on this site
Smoking ONLY allowed in designated areas on site
Personal protection equipment must be worn
Our Commitment to Health and Safety
Conlon Construction aims to carry out each of its projects with zero injuries or health and safety incidents.
We believe:
Injuries and the incidents that might cause them are almost always avoidable.
That none of us should work in conditions that might endanger us, or cause injury / long-term illness.
In planning and laying out our projects to create a safe place for us all to work.
That working together as a team we can eliminate injuries and safety incidents.
As you enter this site please join us in our commitment to Health and Safety so that we can ensure neither you or any of our fellow workers are injured or caused illness.
Thank you.


Conlon
Design • Construct • Develop
Preston: 01772 335268
Manchester: 0161 684 2330
conlon-construction.co.uk
Aims, Core Values & Community Engagement
Education • Offices • Industrial • Retail
Health • Leisure • Heritage • Residential

Site Fire Safety

Fire Safety Co-ordinator and Fire Marshall:

The site fire safety plan will be updated as works proceeds.

The site compound and building exits will have designated fire points. The fire point includes extinguishers and an alarm sounder.

Hot works permits will be required for all hot work activities.

All fire escape routes to be clean and unobstructed.

All site operatives will be inducted and understand emergency procedures.

All site operatives sign in and out. This will be used by the Fire Safety Co-ordinator / Fire Marshall to roll call operatives in the event of a fire. If the alarm is sounded all personnel on site will be required to convene at the muster point until the fire marshal advises it is safe to return. Fire brigade access will be always maintained.

Fire drills will take place at least once each month.

The site will be securely fenced to prevent arson

Safe material storage will be provided. Note no flammable gases to be left in the building when not in use (under a permit). Secure caged stores to be located safe distance from building and compound.

Flammable waste to be securely stored and removed off site as quickly as practical. RAMS to identify flammable materials.

Flammable materials to be stored a safe distance away from the building.

If the alarm is sounded the fire marshal will ensure the surrounding buildings are informed immediately

Smoking and vaping shelters are provided inside the compound. Extinguishers in shelter.

Pre-start

Before commencing any work, the Construction Phase H&S plan will be on site along with F10 and insurance documentation. Before any works can take place, isolation certificates must be in place. Works can only progress if safe to do so. RAMS are required for each and every activity during the course of the contract activities to be signed off by CM ideally 2 weeks in advance of work commencing.

Note: The principal designer is responsible for providing details about how the health and safety file is to be collated and managed. This should be prepared as a contract specific procedure as it will be bespoke for the contract. The file must contain information about the current project that is likely to be needed to ensure health and safety during any subsequent work such as maintenance, cleaning, refurbishment or demolition. When preparing the health and safety file, information on the following should be considered for inclusion:

a) A brief description of the work carried out;

b) Any hazards that have not been eliminated through the design and construction processes, and how they have been addressed (e.g. surveys or other information concerning asbestos or contaminated land);

c) Key structural principles and safe working loads for the existing floors and roofs;

d) Hazardous materials used (e.g., lead paints and special coatings);

e) Information regarding the removal or dismantling of installed plant and equipment (e.g., any special arrangements for lifting such equipment);

f) Health and safety information about equipment provided for cleaning or maintaining the structure;

g) The nature, location and markings of significant services, including underground cables; gas supply equipment; fire-fighting services etc;

h) Information and as-built drawings of the building, its plant and equipment (e.g., the means of safe access to and from service voids and fire doors).

There should be enough detail to allow the likely risks to be identified and addressed by those carrying out the work and be proportionate to those risks.

The file is only required for projects involving more than one contractor.

Delivery of Contract Requirements

The basic management tools for delivering this Contract requirements are:

- *Planning / Programming*
- *Activity Risk Assessment and Point of Work Risk Assessments*
- *Control Measures / Method Statements*
- *Inspection of the Work and Workplace*
- *Review and report*
- *Specialist services installation requirements*

Communication of risk assessments, method statements other control measures and toolbox talks are used as an opportunity for the workforce to be consulted and to be involved in decisions regarding operational issues. Those present are asked to speak up about any issues that are of concern. Communications are:

- *Prepared and delivered by a competent person;*
- *Retained on file along with evidence of attendance.*

The Project Manager holds progress meetings with subcontractors, and where appropriate key suppliers, at least monthly. This ensures that health, safety, sustainability and quality issues concerning the Contract are suitably addressed, monitored and maintained to the required standards.

The Don't Walk By feedback process, used also for near miss reporting provides the facility for anyone to make observations and suggestions for improvement.

Newsletters will be posted in prominent positions externally of the site boundary to compliment the Considerate Constructors Scheme

Management of Subcontractors

Conlon Construction ensures that all subcontractors are provided with the information that they need to enable them to carry out their work safely and without risks to health. Requests for information are met promptly.

Personnel are not permitted to undertake specialist tasks unless they or their employers can demonstrate that they have received adequate training to carry out the work properly, without risk to health and safety, the environment or quality of workmanship / service delivery.

All subcontractors, including Statutory Undertakers and maintenance contractors are subject to appropriate operational controls to ensure their activities are carried out safely, without damage to the environment and without affecting the quality of the works. This includes client appointed subcontractors.

Control of subcontractors includes an appropriate combination of the following:

- *Review and acceptance of documentation prior to commencement*
- *Regular progress review meetings where, among other topics aspects of necessary cooperation and coordination are discussed and agreed.*
- *Suitable and sufficient levels of supervision*
- *Agreement of a submission frequency for records and checking them for acceptance on receipt*
- *Interim witnessing of subcontractors' inspection and test activities*
- *Routine surveillance of work to check they are working to accepted methods and that work is being completed in accordance with the drawings and specification*
- *Final inspection of completed work.*

Coordination and Cooperation of Subcontractors

The general coordination of subcontractors' activities is planned and agreed and demonstrated via their works programme, method statements and risk assessments. In addition, the method statements and risk assessments are reviewed by the Conlon Construction contract team and comments communicated to the contractor. When submitted documents are reviewed given a category A, B, or C. Work can proceed when the method statement and risk assessments have been accepted as category A or B. Category B means there are comments but work may proceed if the comments clearly articulate what must happen and should be re-submitted incorporating those comments unless the activity itself would be complete before re-submission could reasonably be processed.

PLANNING / PROGRAMMING

The works are planned / programmed to facilitate coordination and cooperation of trades and activities. Conlon Construction Planner is responsible for development and regular review and report of Contract Programme, Construction Programme, Short Term Programmes and Weekly Programmes. The Organisation Chart showing reporting and communication channels is maintained on the contract notice board(s) and included with the Contract Directory

Project Control for managing the Planning / Programming processes is identified on the ViewPoint platform. The persons responsible for maintaining and managing the project programmes are Vernon Ellis and Jasmine Lee

Activity Risk Assessment and Point of Work Risk Assessments

The contract team ensure that health, safety, sustainability and quality risk assessments and point of work risk assessments for all work activities are:

Prepared in accordance with agreed the Risk Assessment Procedure

Reviewed by a competent person;

Communicated to the workforce;

Retained on file.

A library of contract specific risk assessments is available in the site filing system located in the site office.

CONTROL MEASURES / METHOD STATEMENTS

When the risk assessment highlights the need for a method statement it is:

Prepared in accordance with the Work Plan procedure and Method Statement procedure

Reviewed by a competent person;

Communicated to the workforce;

Retained on file

A library of contract specific method statements is available in the site filing system located in the site office.

DEMONSTRATING COMPLIANCE OF THE WORK

Inspection checklists and inspection and test plans (ITPs) are:

Prepared in accordance with the Inspection and Monitoring of Work procedure;

Contract specific and identify acceptance criteria;

Prepared, reviewed and undertaken by competent persons;

Recorded;

Retained on file.

A library of contract specific inspection checklists and ITPs is available in the site filing system located in the site office.

Workplace Statutory Inspections are:

Undertaken in accordance with the Workplace Statutory Inspections procedure;

Planned and undertaken by competent persons;

Recorded;

Retained on file.

Records of workplace statutory inspections are available in the site filing system located in the site office.

Workplace Inspections are:

Undertaken in accordance with the Workplace Inspections procedure;

Planned and undertaken by competent persons;

Recorded;

Retained on file.

Records of workplace statutory inspections are available in the site filing system located in the site office.

Inspection types and frequencies relevant to the Contract works are set out in an inspection of work schedule

COMMUNICATION WITH THIRD PARTIES

Liaison with third parties is carried out through designated contacts and each third party is advised of their personal Conlon Construction contact. Designated contacts:

- *Ensure the third party has all information needed to carry out any tasks;*
- *Arrange and chair regular meetings to discuss requirements and programme;*
- *Report back to meetings on site progress or other relevant items;*
- *Ensure minutes and actions are recorded and distributed;*
- *Arrange site inductions for visitors;*
- *Maintain general and emergency contact details in the contract directory;*
- *Notify the third party of any change of circumstances.*

Soft Strip & BWIC

The Soft Strip will only commence upon isolation of the existing services with written confirmation from the MEP team that this has occurred, BWIC which will entail core drilling will be undertaken by specialists with the relevant temporary works designs in place. At all times we will involve the Heritage representative when undertaking such works. The strip Out works will be undertaken utilising the goods hoist which will be on the back corner of the building, please see Site Compound Plan, once the redundant materials are on the ground floor they will be removed into segregated skips for recycling whenever possible. The reusable slates from the roof will be stored in containers ready for reuse. Noise and Dust are covered elsewhere in this CMP, all works will be carried out by competent reliable contractors chosen from our subcontractor database and will be issuing full sets of activity specific RAMS at least 2 prior to commencement on site. A small telehandler will be available to load/unload materials from/to the hoist and move materials around the compound thus minimising on manual handling.

Temporary Works

Temporary works are defined as any temporary arrangement required to construct the permanent works, or used to support the permanent works during its construction and / or until it becomes self-supporting. Temporary works are managed in accordance with the Temporary Works Procedure

The nominated temporary works coordinator (TWC) and with advice from the nominated internal temporary works designer (TWD), records all temporary works on the Temporary Works Schedule. The Schedule is regularly reviewed to reflect changes on the contract, but is reviewed as a minimum during the contract management review.

Under no circumstances is any variation allowed to temporary works drawings or specifications previously issued, without reference to the TWC. Under such circumstances the TWC obtains confirmation in writing from the temporary works designer that the proposed variation is acceptable.

Temporary Work to be included in this contract are included but not limited to the list below.

- Earthworks
- Lifting operations
- Concrete and Formwork
- Demolition/Soft Strip works

- Access arrangements (principally scaffolding)
- Hoardings
- Service alterations/BWIC





Scaffolding

There will be a full height fully wrapped scaffolding being erected to the 3 sides of the building with Conlon gaining the relevant permits as necessary, this will be used for the façade restoration and roof works. All scaffolds will be designed and erected in accordance with SG4:15 & TG20:21, by qualified operatives and inspected independently by a 3rd party, Scaff Tagged, and inspected weekly by the appropriately trained persons. All scaffolding will be fully sheeted

PERMITS AND AUTHORISATIONS TO WORK / ACCESS

Activities with a high residual health and safety risk require authorisation to start and control the activity. The permits, activities requiring authorisation and access arrangements requiring authorisation currently in operation on this contract are:

- *To Disturb ground*
- *Hot Works/Grinding*
- *Confined Spaces*
- *Services*
- *Ladder/Step ladder*
- *Temporary works*
- *Accessing high level works*

Site Restrictions / Specific Hazards

Adjacent Buildings	Consideration will be given to the occupiers of the surrounding buildings with regards to traffic, dust & noise particularly around exam times. Care will be taken to be considerate Constructors including weekly update meetings, working around exam times and being always polite and friendly.
Location of services	Existing below ground services identified on Existing Service Drawings available on viewpoint
Working at Height	All working at height activities to be individually assessed. Scaffold will be designed to enable roof works without any need for Edge Protection products if possible
Manual Handling	Wherever possible manual handling will be avoided by using mechanical lifting or if required team lifts should be considered. RAMS to identify material handling measures and the safe method of work.
Dust/Mists/Contaminants - general	Contamination is controlled and avoided.

Utilities	None Required
Site Dust	Dust to be mitigated as much as possible by providing dust suppression systems & during dry periods - damping down as required.
Site Security	The site will be secured with solid timber hoardings as previously noted with gates locked outside normal hours. Additional CCTV or manned guards will be considered. All security as HSE Guidance note HS(G) 151
Asbestos	None found during surveys; however, air monitoring will take place by a 3rd party when the existing roof and rooflights are removed.
Crane Activities	A crane lifting plan will be required as part of the RAMS. We have identified the need for a crane mat which is to be designed based on the crane weight. Test certificates for all equipment used to be provided. All equipment to be inspected daily. Safe loads not to be exceeded. Working area to be zoned off.
Working Hours	All site activity to be between the hours of 7am & 7pm. Normal working hours 7:30am – 4:30pm.
Traffic management	Warning signs for traffic management to be provided on the approach to the site. Public Realm Works by others.

Parking	No contractors parking will be permitted outside the site boundary

Environmental Management

Flora and fauna

Check site thoroughly for the presence of wildlife and nests a survey has been carried out but care is needed when taking off the existing roof, as there may be nesting in there

Water

A site drainage plan identifies surface water and foul drains. Foul water will discharge into a septic tank. Site effluent will discharge into tanks to be pumped out on a weekly basis. This is only if we cannot locate a local foul drain near the compound

All oil/fuel/chemicals are to be appropriately bunded and stored securely on impermeable surfaces

All oil/chemicals etc. are to be stored away from drains

All personnel to be aware of emergency spill response actions. Drills to be carried out at key stages in the works.

All site personnel will be inducted in how to respond to an emergency spill. The site manager should be informed immediately while also immediately dealing with the incident.

Adequate spill response equipment must be available at appropriate locations on site.

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Waste

We will separate general waste, waste for recycling and hazardous waste

We will be using licensed contractors with transfer/consignment notes issued and retained

Measures will be in place to prevent waste blowing about and becoming a local nuisance

This will include skips and other waste containers being kept covered at all times to prevent fly tipping and rainwater infiltration (liquid waste must be avoided)

There will be a suitably labelled container on site for storage of hazardous waste

Materials

All containers lidded and marked and stored in an impenetrable area

Materials stored securely and away from drains, watercourses

Fuel oil stored in minimum quantities needed

Materials stored away from possible vehicle damage

Drip trays available for use for static plant such as small generators but we will have temporary power available to

Chemical, oil bunds to be provided where appropriate

Energy use

A weekly log will be set up to record usage of electricity, water, and fuel (for Conlon generators and plant)

Clean Wheels

We don't expect to have an issue with wheels of vehicles being dirty, but we will have a jet wash on standby should the need arise to clean wheels.

Considerate Contractors

We will strive for the highest standards with consideration to appearance, community, environment, safety, valuing the workforce and gaining additional points for innovation. We will be keeping to a high standard in meeting guidelines for the site frontage with professional graphics and good means of communication with the University. Our aim is to engage with the University as much as possible through updating reports constantly, newsletters and open dialogue with all stakeholders. We will be presenting a professional site with all cabins in corporate livery. All pedestrian routes will be clearly marked with Covid friendly signage to support best practice. All site operatives will be wearing their own hi-vis vests with their own corporate branding and will have drying facilities in which to leave PPE when leaving site. Skips will be kept covered, the site compound will have recycling bins and we

will carry out litter picks daily if required to avoid any litter escaping around the neighbouring buildings. Smokers will be catered for onsite ensuring operatives are not tempted to litter outside the designated space. We recognise that the current coronavirus restrictions may limit some of the opportunities for community engagement but are keen to do what we can when possible. Updates will be provided in the MMU information display case. If times of day are very busy for the students or others, we will plan deliveries and vehicle movements around this. We will be providing a new alternative and cycle way down Cavendish Street for safety during the works and as a positive legacy. The ethos of considerate constructors will be promoted on banners and communicated at inductions. This will include rules banning use of site radios, shouting and inappropriate language. Wherever possible we will seek the views of neighbours and look for means by which we can improve.

Environmentally we are keen to demonstrate best practice, carrying out the initial environmental impact assessment and developing a best practice environmental plan which will be communicated to all operatives and involve daily checks. We will be partnering with waste recycling contractors to monitor and publish our achievements. Waste and CO2 data will be captured at site level and applied to the construct CO2 tool kit enabling emissions to be evaluated and published. Measures in place to minimize the amount of litter generated include appropriate waste bins throughout site and covered skips. Bins checked / emptied daily. The effect of bright lights at dark times will be considered. Care will be given to the direction of flood temporary lighting, noise and vibration have been considered to minimise disruption. Low noise plant and equipment is being used. Any particularly noisy activities will be planned in consultation with affected parties. Vehicle deliveries will be planned to minimise road congestion. It should go without saying - strictly no burning waste on site.

All measures outlined in version 9.1 of the Construction Leadership Council's Site Operating Procedures to combat Covid-19 will be implemented with clearly communicated control measures including social distancing and ample facilities for hand washing and sanitising. Toilets will limit numbers entering and cubicles will be hit miss to keep separation. Anyone entering site will have automated body temperature checks which are recorded at sign in. Directions to A&E are posted on site notice boards which will also identify the site first aiders. First aider stickers will allow easy identification on site. The first aid station will provide all information, first aid kit, eye wash facilities and an AED which

we will make available to the neighbouring club during site hours. A traffic management plan will be on display with clear vehicular routes and CLOCS checklists. Drug and alcohol policies will be strictly adhered to with random testing being carried out across Conlon sites. Legality of worker protocols will be enforced. All operatives will have a valid CCS card.

Test and Commission Management

Planning of the commissioning and handover process will start during the design development phase. A detailed plan and programme for the preparation of building and operating manuals, testing, commissioning, and witnessing of the building systems will be prepared to ensure structured commissioning at handover.

Mechanical, electrical, and plumbing installations will be progressively tested throughout the installation period. Prior to handover, thorough commissioning will take place along with preparation of all operation and maintenance manuals. We have allowed a period at the end of the construction programme for testing and commissioning. During this period, training will be provided for relevant employees. The building manuals will also be completed.

All the plant and system performance tests will be carried out in accordance with the codes of practice and the requirements for each system detailed in the specification. Pressure tests and continuity tests will be carried out and monitored as the installation progresses. Pre-commissioning will be carried out zone-by-zone as works progress, and the final balancing and fine-tuning of controls will be carried out when the building works are almost complete.

Thorough inspection, testing, demonstration and witnessing of the various systems will take place in accordance with the agreed plan to achieve handover of the completed building on the due date.

Please note that this document will be supplemented during the construction Phase by the Project Management Plan, Method Statements and Risk Assessments on an ongoing basis.