

**Site Management and
Operations - Construction
Management Plan
Attachment for
23 Queen's Road
Project**

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1. SITE MANAGEMENT & OPERATIONS

A. Site personnel Responsibilities

The principal contractor would have overall responsibility for the project for the development and implementation of the CMP. Other members of the project team would also be assigned specific roles and would be responsible for the correct application of the CMP. Individual specialists may also be appointed to provide expert advice.

The selected contractors would be responsible for coordinating and managing all the environmental activities during the construction phase. The Construction Manager would carry out the following duties:

- Develop and review the CMP and specialist procedures.
- Update the CMP and inform the council if required.
- Lead the appointment of construction staff and environmental specialists.
- Ensure delivery of environmental training to personnel within the project team.
- Monitor construction activities and performance to ensure compliance with the CMP and that identified and appropriate control measures are being effective; and,
- Act as a main point of contact between the regulatory authorities and the project on environmental issues.
- Any emergency deviation from shall be notified to council.

B. Site personnel and visitors' traffic

The Principal Contractor will instruct and train the team, subcontractors, and visitors to give minimum impact to the neighbourhood traffic.

The estimated number of personnel working on the site will peak at 8 persons. All personnel will be inducted prior to commencing work on the site. The site induction is the primary means of communicating the project travel plan and supporting info. The site induction is carried out by the Construction Manager or the Site Manager.

C. Managing materials, site storage, and good housekeeping

Site storage and welfare facility will be within the existing building. All plant and materials will be stored on site away from the pedestrian and vehicular access routes. Please refer to the Appendix A for further information.

For the **housekeeping** the Contractor will follow the below:

- Keep the site boundary fence or hoarding in good repair.
- Check it regularly to make sure it is in good condition; it isn't falling, and it hasn't been damaged.
- Only allow authorized people on site – and keep the gate closed between deliveries. Keep vehicles and pedestrians apart while they are moving around the site. Use barriers if necessary.
- Make sure footpaths and traffic routes are firm, level, stoned up if necessary, and gritted if icy.
- Keep walkways, stairs, and work areas clear and free from obstructions such as trailing cables, rubbish, and unused materials. Tidy up as you go.

- Make sure you have: - toilets with hot water, paper, and soap; - somewhere for workers to change, store and dry their clothing, and somewhere to sit and eat.
- Keep all the welfare facilities clean, tidy, well-lit, and warm.
- Put skips where they can be filled easily and collected safely.
- Make sure timber is stacked flat rather than upright and pallets used to stack materials are in good condition, on firm ground and not leaning.
- Explain to everyone on site the importance of keeping their work area clear and enforce it.

D. Site security

To secure the construction site and its facilities, hoarding will be installed. A range of allowable variations are as follows:

- Existing Boundary Walls
- Site Gates and Front Hoarding

The provisions of the Health and Safety at Work Act 1974 will be followed in all cases. Hoardings erected causing poorly lit walkways will have bulkhead lights fitted.

Gates in the fencing or hoarding should, as far as is practicable be positioned and constructed to minimize the noise transmitted to nearby noise sensitive buildings from the worksite or from plant entering or leaving the site. Hoardings will be provided and maintained, by the Contractor. Adequate security will be exercised by the Contractor to prevent unauthorized entry to or exit from the site. Site gates will be closed and locked when there is no site activity and site security provisions will be set in motion. Provision of alarms will follow HSE requirements.

E. Deliveries and transport of materials, plant, and equipment to site

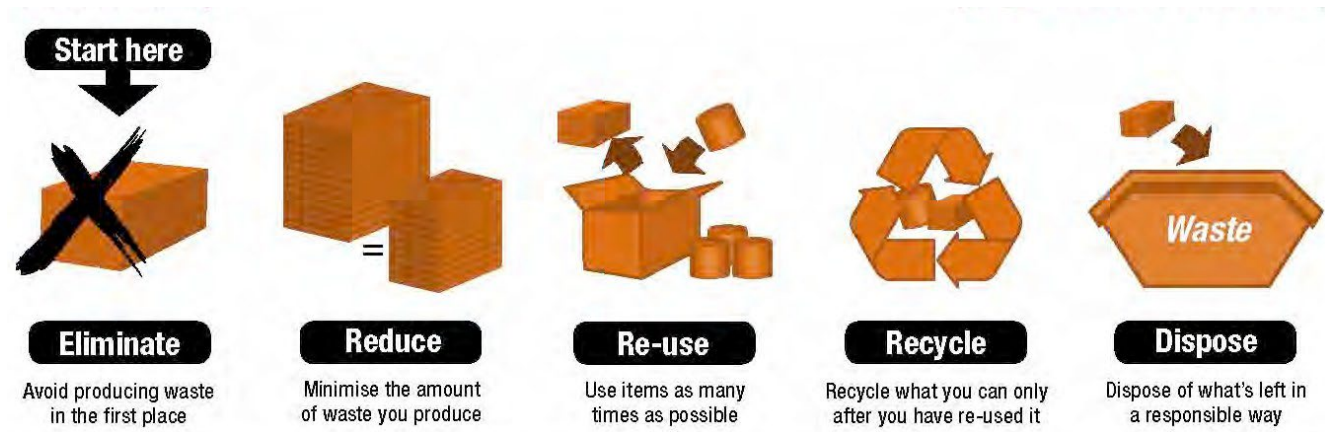
All deliveries will be from site through the Queens Road. Please refer to the Site Set-up plan for the shown loading/unloading area.

Deliveries will be arranged in accordance with Manual Handling Operations Regulations 1992, as amended in 2002, in order to carry the materials by manual handling. Main frame and associated members will be manufactured off site and delivered in small pieces for manual handling.

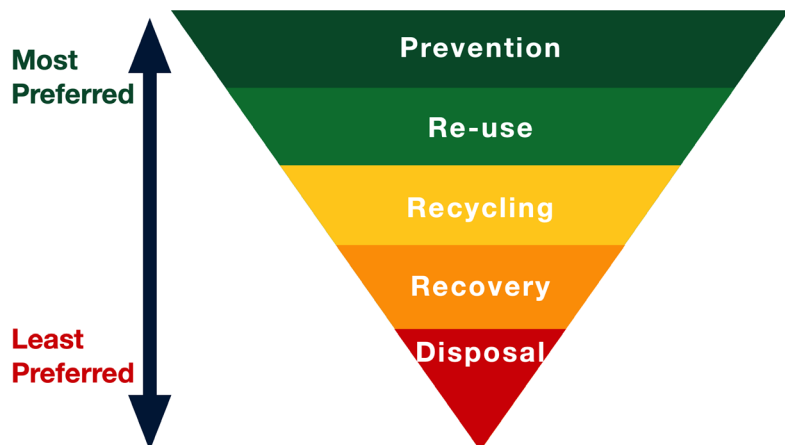
Any services on the road will be marked and protected during the construction work. The principal contractor to arrange deliveries in a schedule to avoid peak hours and reduce the congestion.

F. WASTE MANAGEMENT

The Principal Contractor will comply with the related Site Waste Management regulations and will also follow the below site waste management hierarchy.



The site waste management preference is described as below.



The Principal Subcontractor to follow the below steps.



Waste Management on Site

Surplus or waste materials arise from either the materials imported to site or from those generated on-site. Imported materials are those, which are brought to the project for inclusion into the permanent works. Generated materials considerations to waste management such as waste reduction, segregation of waste, disposal of waste, financial impacts of waste disposal and recording, monitoring, education and reviewing. This section outlines the procedures that have been put into place and demonstrate how they benefit the environment, how the principal contractor can measure the effects and how these procedures and practices are sustainable.

Segregation

A specific area shall be laid out and labelled to facilitate the separation of materials for potential recycling, salvage, reuse, and return. Recycling and waste bins are to be kept clean and clearly marked to avoid contamination of materials and minimize/eliminate the adverse impacts.



The labelling systems shall be the Waste Awareness Color Coding Scheme. If the skips are clearly identified the bulk of the workforce will deposit the correct materials into the correct skip. Skips for segregation of waste identified currently are:

- Wood
- Construction Metals
- Brick/rubble
- General waste
- Concrete Waste

As works progress and other trades come to site other skips will be placed to enable certain waste to be removed from site. This is likely to include:

- Plasterboard
- Paper and cardboard (bagged up)

Management

Waste materials fall into three categories for management, these are:

- Re-use
- Recycle
- Landfill

Re-use

If surplus materials can be used in the permanent works they are classified as materials, which have been re-used. If they are surplus to requirements and need to be removed from site and they can be removed and used in their present form, they can be removed from site for reuse.

Recycling

If the surplus material cannot be re-used in its present form but could be used in a different form, it is sent for recycling such as 50x50 timber to make chipboard.

Landfill

If either of the above cannot be satisfied, then the only option left is to send the surplus materials to landfill.

Anticipated Waste and Processing

Waste Type	Main Management Process
Soil arisings	Reuse on site where appropriate, remediate where necessary
Concrete, masonry and aggregates	Crush and reuse on site
Metals	Recycle via appropriate waste carrier
Paper and cardboard	Segregate and recycle via appropriate waste carrier
Sanitary waste	Remove by specialist waste contractor
Plastics and glass	Recycle via appropriate waste carrier

G. Mud control and management

To avoid any construction debris, the principal contractor will take strict measures to prevent any deposition on the highways.

Mud Cleaning

During the construction process, a mini washer will be employed. As noted on the Plan, see Site Set-Up plan an area has been set aside for washing facilities. Where necessary a mobile Jet wash will be placed and used to remove any debris from construction.



Proposed Jet Wash