



**Westrock™**

Marble Arch House  
66 Seymour Street  
London, UK  
W1H 5BT

# Outline Construction Management Plan

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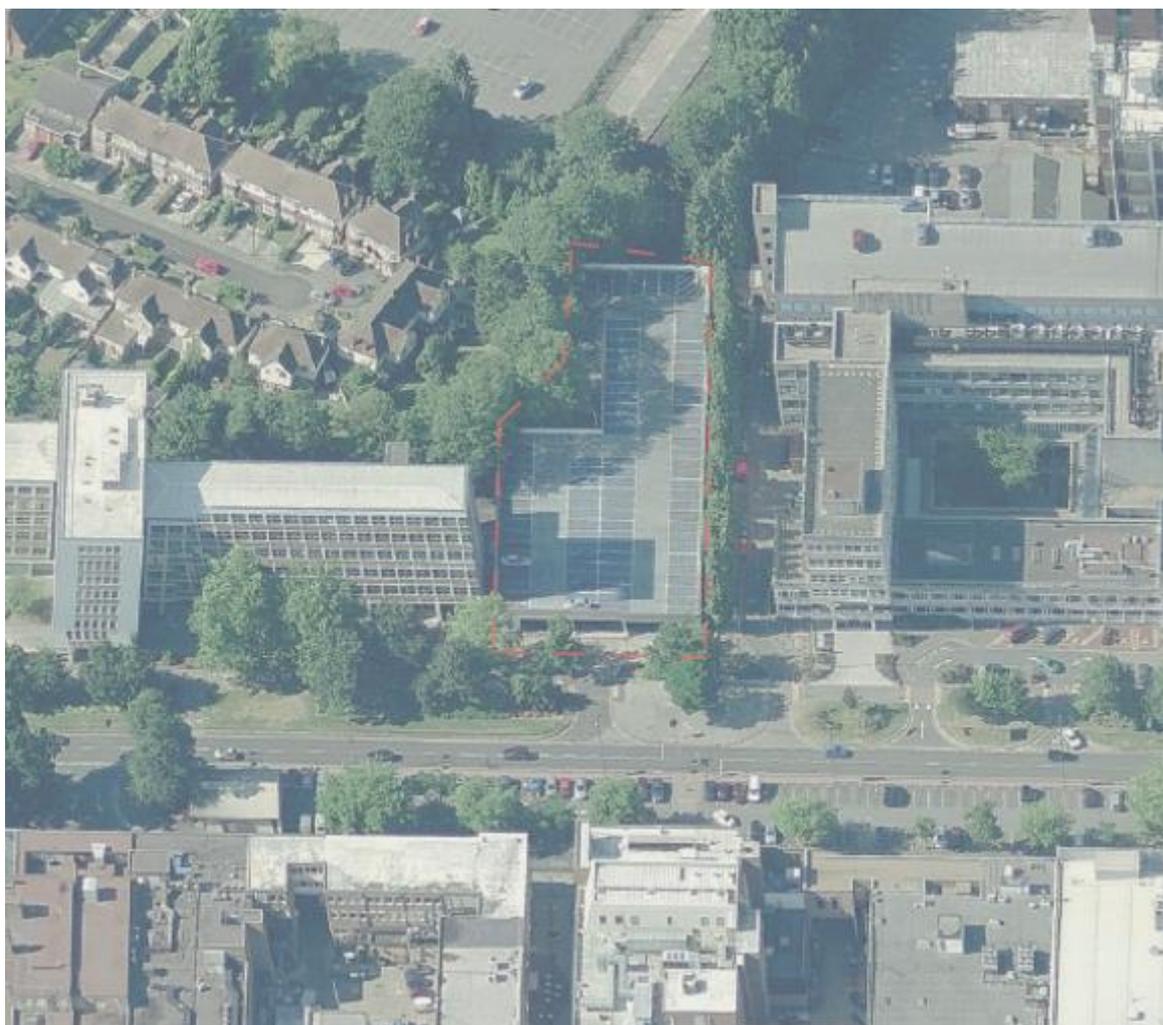
## Outline Construction Management Plan

This Outline Construction Management Plan has been prepared to accompany a planning application for the site 11-13 The Boulevard, Crawley (the "Site" ) located on the north side of The Boulevard.

The development consists of an 9 storey building of 91 apartments including associated cycle parking, disabled parking and landscaping.

The Site for the building sits to the west of the existing public offices and to the east of the residential development at Babcock House, now known as Platform.

Figure 1. Site Location



## Introduction

The construction phase of the 11-13 The Boulevard project, needs to be carefully controlled so as not to have significant impacts on the environment and the local community. Both the client and the construction contractor have key responsibilities in ensuring that these environmental impacts are controlled adequately. Management during the construction works will be delivered through the development of a Construction Management Plan (CMP). The CMP will detail how construction works will be undertaken and managed in accordance with the Planning Application, Planning Conditions, contractual and legislative requirements and construction industry best practice.

This Outline Construction Management Plan forms part of the planning application documentation for the project and provides details on the requirements for the management of environmental impacts associated with the construction phase of the project together with a suggested framework from which the CMP will be produced.

Due to the current stage of the scheme development the CMP has not yet been formally adopted and further development and commitment to the CMP will be undertaken following selection of Contractors and before commencement of site works.

The contract documentation for the works will include the outline CMP (updated to take account of any commitments agreed during the planning process) and will ensure that there is a requirement on the contractor to comply with the actions set out in the Outline CMP and to demonstrate to the client how they intend to identify further environmental impacts and implement the detailed mechanisms for managing the impacts of works on site.

The CMP will be developed and all site works should be undertaken in compliance with the CMP. The CMP shall include details of the topics listed below, further information on which is given in the following sections.

- Project Organisation and Responsibilities;
- Project Communication and Co-ordination;
- Training;
- Operational Control;
- Checking and Corrective Action;
- Environmental Control Measures; and,

- Complaints Procedure

The CMP will be reviewed periodically during the construction process and will include information on the review procedures.

### Site Setup

The site setup location is yet to be determined however as part of the CMP, the contractor will detail their proposed location for site cabins and welfare, together with associated hoarding and parking. This will pay due regard to appropriate access routes in accordance with Traffic Management section of this report.

## Roles and Responsibilities

The CMP will clearly define the role and responsibilities of the project team and the management chain. Descriptions of each team member are provided in the following sections.

### Client Project Manager

The Client Project Manager would have overall responsibility for monitoring the performance of the project against statutory requirements and the agreed objectives and targets. The duties associated with this role include:

- Review and approve the Contractor's CMP together with any specialist procedures and identify the need for any improvements;
- Identify the competence of all contractors to be employed for the works;
- Review construction method statements with regard to environmental aspects and advise of suggested improvements prior to works commencing, and
- Provide main contact between contractor and Client's project team on environmental & construction issues.

### Contracts Manager

The Contracts Manager will have responsibility for co-ordinating and managing all the environmental activities during the construction works. The duties associated with this role include:

- Develop and review the CMP, construction method statements, work instructions and other specialist procedures;

- Identify competence requirements for all staff and ensure delivery of training to the project team;
- Review and improve method statements for environmental aspects prior to works starting;
- Monitor construction activities to ensure that identified an appropriate control measures are effective and ensure compliance with the CMP;
- Act as main point of contact between the regulatory authorities and the project on all issues;
- Provision of advice and liaison with subcontractors to ensure that risks are identified and appropriate controls developed which are identified within method statements;
- Assist with the development and undertaking of training for site staff;
- Liaison with the Client Project Manager

### Site Manager

The Site Manager will be responsible for the following:

- Assist the contract manager in developing and maintaining the CMP together with other documentation;
- Monitor construction works to ensure any necessary control measures are in place and meet the requirements of the CMP.
- Carry out weekly site inspections and complete inspection report identifying any actions required;
- Maintain training register and provide training where necessary;
- Assist in responding to complaints;
- In the event of an environmental incident ensure correct procedures are adhered to.
- Provide information on waste management/reduction procedures to relevant staff
- Implementation are operation of environmental controls on site;
- Respond to any environmental incidents such as spills

### Environmental Specialists

A team of experts would be available on an “as and when required” basis to support the project team. Their role would include the undertaking of any necessary watching briefs.

## Communication and Co-ordination

Periodic meetings will be held between the team members to discuss performance to date, the need for improvements (if any), results of inspections and any complaints received. Upcoming work operations will be reviewed in order to plan any necessary actions to mitigate risks and to disseminate information on best practice. If necessary, representatives of the Statutory Authorities may also be invited to attend such meetings, as and when required.

## Training and Awareness

A training plan will be developed and included in the CMP which identifies competency requirements for all staff with responsibilities and details the training needs to ensure that such requirements are met. Records of competence and training will be maintained and all site staff will be inducted on the environmental issues related to the project and the CMP. Toolbox talks covering specific environmental aspects will also be undertaken as and when necessary.

## Operational Control

Site works will be checked against the CMP requirements. Any mitigation measures that have been agreed with the Statutory Authorities, or are part of planning conditions, will be put into place prior to the undertaking of the works for which they are required and all relevant staff will be briefed accordingly.

Method statements that are prepared for the works will be reviewed / approved by the Client Project Manager and where necessary the relevant Environmental Specialist.

## Checking and Corrective Action

Daily inspections of the site and the works will be undertaken to minimise the risk of environmental damage and to ensure compliance with the CMP. Any environmental incidents are to be reported immediately to the Site Manager. The Contracts Manager will undertake monthly inspections and complete an assessment of the projects performance with regard to the relevant standards/legislation and the contents of the CMP. Following

these inspections the Manager will produce a report detailing the findings which will be provided to the Client Project Manager and reviewed at the monthly project meeting.

## Environmental Control Measures

Specific procedures to manage the key environment aspects of the project will be developed by the Contractor prior to work commencing which will include the following.

### Noise

The effects of noise from the construction site will be controlled by introducing management and monitoring processes to ensure that best practice methods are planned and employed to minimise noise during construction, to be detailed in the CMP.

A Noise Management Plan will be produced and approved by the client prior to start on site. The plan will include management and monitoring processes to ensure as a minimum:

- integration of noise control into the preparation of method statements;
- ensuring proactive links between noise management activities and community relations activities;
- preparing details of site hoardings that will be put in place to provide acoustic screening during construction, together with an inspection and maintenance schedule for such features

Several safeguards exist to minimise the effects of construction noise and these will be applied during the construction and incorporated into the Noise Management Plan. These may include:

- Compressors brought on to site should be silenced or sound reduced models
- Pneumatic tools should be fitted with silencers or mufflers;
- Deliveries should be programmed to arrive during daytime hours only. Care should be taken when unloading vehicles to minimise disturbance to local residents.
- Delivery vehicles should be prohibited from waiting within the site with their engines running;
- All plant items should be properly maintained and operated according to the manufactures' recommendations in such a manner as to avoid causing excessive noise;

- All plant should be sited so that the noise impact at nearby noise-sensitive properties is minimised;
- Problems concerning noise from construction works can sometimes be avoided by taking a considerate and neighbourly approach to relations with local residents. Where works outside of normal hours must take place, appropriate notice shall be given.

### Vibration Management

The contractors will develop a Vibration Control and Mitigation Plan the contents of which are to be detailed in the. At a minimum this will include the relevant thresholds for determining significant impacts (for both building damage risk and human disturbance) will be sourced from relevant standards and guidance. Where relevant, other stakeholder imposed threshold values will also be complied. Estimated vibration levels during construction operations are unlikely to be perceptible is known stakeholders, however vibration levels will to be monitored with measurements taken as necessary

### Dirt, Dust and Air

Dust levels are not expected to be problematic, although dust suppression would be required during dry conditions. Appropriate regard to the control of dust and exhaust emissions during the demolition and construction works will be included within the CMP.

### Wheel Wash

Site vehicles will have wheels washed down prior to leaving the site so as to reduce unwanted debris spreading onto the highway during major earth works.

### Storage of Materials

Construction materials such as cement, oils and fuels for site plant etc have the potential to cause pollution. All fuel, oil and chemical storage must be sited on an impervious base within a secured bund of adequate storage capacity. The risk of fuel spillage is greatest during refuelling of plant. Mobile plant would be refuelled either off site or within a designated area on hard standing. All pumps, hoses etc would be checked regularly.

### Waste Management

The CMP will include detailed proposals for dealing with waste arising from the construction of this project. This would include:

- Storing and reusing earthwork materials and general arisings to negate the export or import of inert materials.
- Storing and reusing demolition materials to negate the export or import of inert materials.
- Reduction of site generated waste through waste minimisation and re-cycling initiatives, including the source-segregation of re-usable and recyclable materials.
- Appropriate methods of waste disposal linked to a robust waste disposal audit trial.
- Construction and demolition arisings being reused within the site as structural or non-structural fill.
- Detailed procedures and guidance would be developed and implemented through the construction process to minimise the import of non-sustainable raw materials and for identifying opportunities for re-using or re-cycling waste.
- Site office wastes would be collected in separate containers to maximise the opportunities for recycling, this would include:
  - Can, bottle, and paper banks;
  - Paint spray cans, (used for surveying), would be logged when issued so that their return is ensured.

### Traffic Management

A construction traffic management plan will be produced to discuss construction issues including timing and routing of traffic, ahead of commencement of construction or enabling works.

- Construction traffic routes
- Traffic Management
- Vehicle Parking: Loading / Unloading

### Complaints Procedure

It is important that member of the public or interested parties are able to make valid complaints about the construction works. Such complaints can provide a valuable feedback mechanism to which helps to reduce potential impacts on sensitive features and will also allow the construction techniques to be refined and improved.

The CMP will contain details of the complaints procedure and a monitoring system will be implemented to ensure that any complaints are addressed and a satisfactory outcome achieved for all parties.

### Summary

This CMP is indicative only, however, it is expected that the final CMP that will be prepared by the Contractor will incorporate the items outlined above and other requirements that the Local Planning or Statutory Authorities may set during the planning process.