

Construction Management & Logistic Plan (CMLP) YMCA PHASE 2, 200 The Broadway



CONTRACT DETAILS:

CONTRACT TITLE: YMCA Phase 2, 200 The Broadway, SW19 1RY.

CLIENT: Thornsett Partners Ltd

REVISION NUMBER: Rev 02

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On Behalf of (Client)

Date:

Distribution of first issue and all subsequent revisions:

1. Original to be retained on the site in hard copy within the site management files.
2. PDF copies to be retained on company contract specific electronic filing system(s).
3. PDF copies to be mailed to Client, Project Manager, Quantity Surveyor, HSQ&E Advisor and all nominated representatives.

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1.0 Project Overview

LBC have attached a copy of the construction Code of practice and understand requirements and will be fully compliant (Copy attached in Appendix 6)

1.1 Project Notification (HSE F10)

The Form F10 notifying the project to the Health & Safety Executive (HSE) will be displayed at the entrance to the site, in the site offices and on the site health and safety notice board (When applicable).

1.2 Considerate Constructors Scheme, Neighbours & Local Community Engagement

All LBC sites, unless agreed otherwise with the H&S Manager, are registered with the Considerate Constructors Scheme. A copy of this scheme registration is posted on site and provided to the client. LBC will produce quarterly site newsletter which will be delivered to neighbours and local businesses by letter drop and/or electronically. The Newsletter will be displayed at the site entrance gates notice board with Emergency Contact details for the LBC site Team.

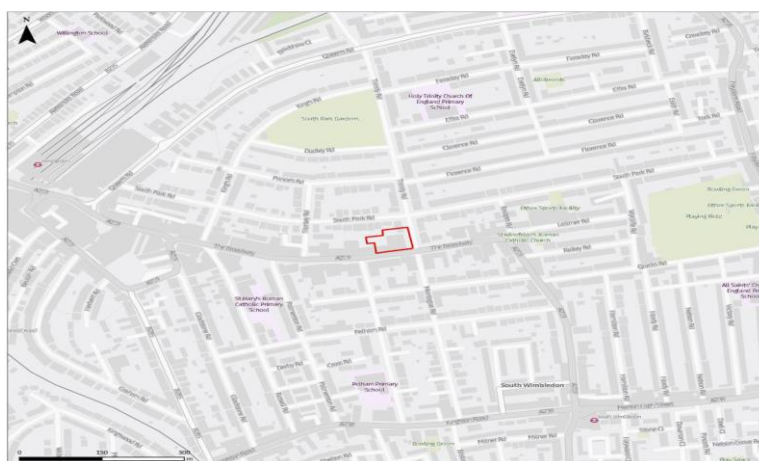
A prestart opening evening will be held by LBC and Thornsett Partners Ltd, Local residents, local Council and Local Businesses to discuss the project with a description of the works and a questions and answers session, this meeting will be held prior to any works starting on site.

YMCA Redevelopment Construction working Group will continue to meet quarterly via Teams meeting held with YMCA Merton Council, residents, Client and London Building Company and other interested parties in attendance. These Meetings will be organised by SECNewgate and continue to update the development Website on behalf of YMCA St Paul's Group and Thornsett Partners Ltd.

There are neighbouring construction site that LBC will open communications with, 8build Ltd are currently building at 247 The Broadway, Faitdean Plc are currently completing a refurbishment at 120 The Broadway and there is Planning permission for a new development ant 2 Trinity Road for the existing Conservative Club to be demolished, LBC will work closely with all neighbours and businesses.

1.3 Project Location

The development site is located at 200 The Broadway, Wimbledon, on the corner of the junction between The Broadway and Trinity Road. The surrounding area is mixed in terms of both use and character. Typically, The Broadway is characterised by commercial uses including offices, retail and hotels, often with residential to the upper floors. Trinity Road and South Park Road are principally residential in character, comprising a mix of detached and semi-detached houses along with some blocks of apartments on Trinity Road. The location of the site is illustrated below.



Site Location Plan: LBC – SLP - 001

1.4 Project Description

The proposed development comprises the following elements:

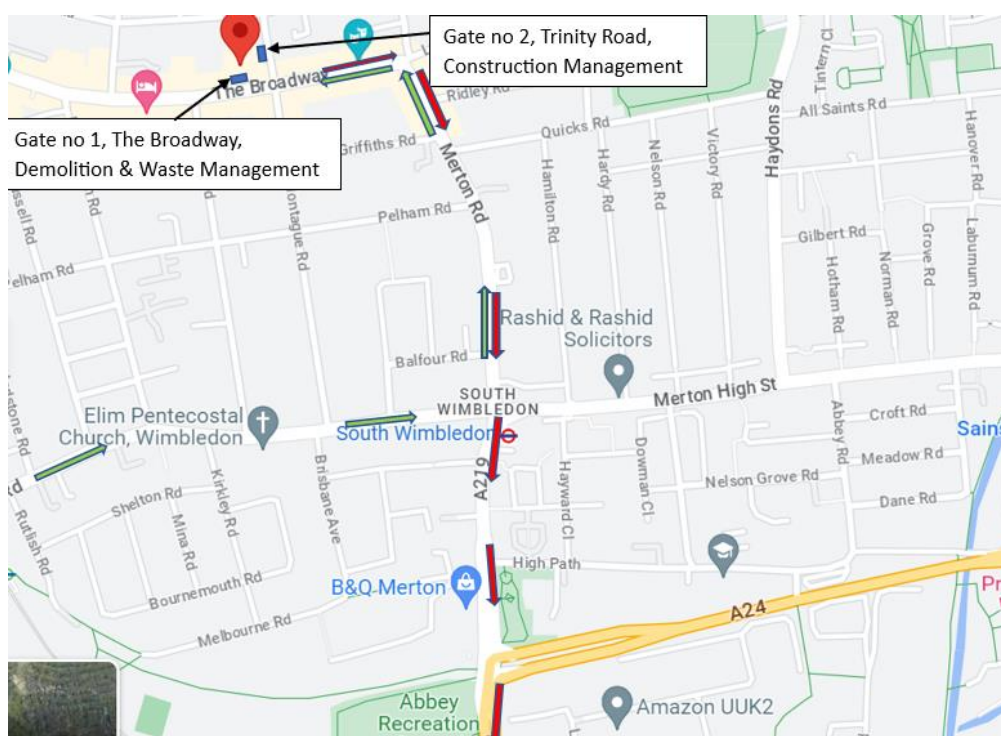
Demolition of existing building to facilitate the redevelopment of the site to provide a mixed-use scheme comprising buildings up to nine storey's in height.

Provision of 135 residential units including 1 x studio, 108 x 1-beds, 25 2-beds and 1 x 3-bed.

Provision of two ground floor commercial units delivering a flexible A1/A2/A3/B1/D1 use. excluding a supermarket.

1.5 Access to site for Material delivery and removal

LBC will ensure that all deliveries to site are coordinated and scheduled to eliminate traffic congestion as a result of the construction of the development at 200 The Broadway. LBC have devised the proposed delivery strategy & access route to site to minimise nuisance or disruption caused to the general public using the public amenities adjacent to the site as a result of the development. LBC will employ a 'Just-in-Time' delivery strategy whereby all deliveries are scheduled and linked to the Construction Programme so that materials are delivered to site only as they are needed in the construction process to increase efficiency and decrease waste. The 'Just-in-Time' delivery strategy will eliminate the risk of construction traffic congestion as all deliveries will be fully coordinated to ensure not more than one delivery arrives to site at a time. The 'Just-in-Time' delivery strategy reduces the need for large bulk deliveries of materials for stockpiling by articulated lorries allowing smaller rigid bed lorries to be used for deliveries, reducing the risk of traffic disruption on The Broadway/Trinity Road as a result of manoeuvring the vehicle into and out of the Site access road. All deliveries will be scheduled so as to ensure no delivery arrives to site during peak traffic congestion hours in the early morning and evening. This will be communicated to suppliers by posting this on all purchase orders and by issuing the Traffic Management Plan **Drawing: LBC - TMP- 001** Below



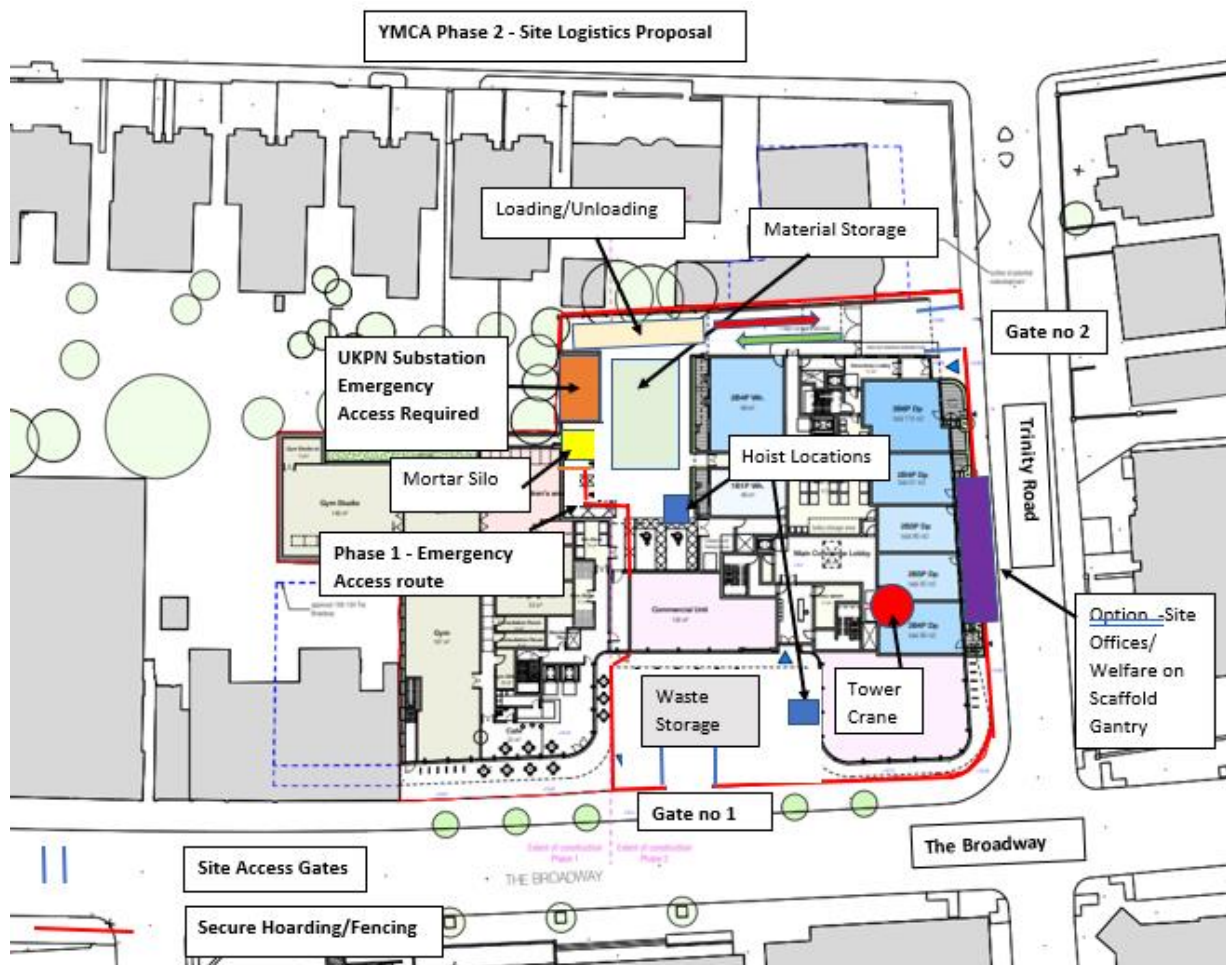
Traffic Management Drawing: LBC-TMP-001

All construction traffic will be required to comply with the Fleet Operators Scheme Silver and will access and egress the site via existing vehicle access to the Phase 1 Contract via Trinity Road Gate no 2.

All deliveries will be accepted coming from the A298. The A298 will be followed up to Merton Road (opposite South Wimbledon tube station) where a left turn will be taken. Merton Road will then be followed, and a right turn made into Trinity Road, then the vehicles will pull onto site. All delivery vehicles travelling along the proposed access/ egress route onto site will be accompanied at all times by the LBC & full-time Traffic Marshal. From site back onto the A298 due to weight restrictions and various no right turn locations the planned route off site needs to take will be: Turn right out the site onto Trinity Road, turn left onto The Broadway, vehicles need to cross over the A298 at South Wimbledon Station, as they are unable to turn right at this point, continue on Merton Road which is renamed the A219 and then the A24, at the large roundabout take the second turnoff to continue on the A24, When you enter the one way system around the Civic centre follow the signs for the A988 / A3 towards Kingston, this will lead you onto the B286 (Martin Way), Martin Way is to be followed and a right turn made onto the A298, which then leads to the A3 then M25

All Waste Management deliveries and collections will access and egress the site via The Broadway gate no 1. All deliveries will be accepted coming from the A298. The A298 will be followed up to Merton Road (opposite South Wimbledon tube station) where a left turn will be taken. Merton Road will then be followed, and a right turn made into site off The Broadway. All delivery vehicles travelling along the proposed access/ egress route onto site will be accompanied at all times by the LBC & full-time Traffic Marshal. From site back onto the A298 due to weight restrictions and various no right turn locations the planned route off site needs to take will be: Turn left onto The Broadway, vehicles need to cross over the A298 at South Wimbledon Station, as they are unable to turn right at this point, continue on Merton Road which is renamed the A219 and then the A24, at the large roundabout take the second turnoff to continue on the A24, When you enter the one way system around the Civic centre follow the signs for the A988 / A3 towards Kingston, this will lead you onto the B286 (Martin Way), Martin Way is to be followed and a right turn made onto the A298, which then leads to the A3 then M25

Note; When a delivery arrives to site, it will be met by the LBC full-time Traffic Marshal at the junction of the proposed site ingress/ egress road on The Broadway and/or Trinity Road. At the Site entrance, the delivery vehicle will be immediately directed into the material lay-down area. The provision of a material lay-down area within the site boundary will further reduce any adverse impacts on traffic as a result of the proposed development by avoiding construction vehicles stopping on public roads, outside the site boundary. **The bankmen will be using retractable Concertina barrier with Stop / Works signage to manage Vehicle and pedestrian traffic.** Once the material has been unloaded, it will be transferred by the Tower Crane to required area on the site. *(Please Refer to **Proposed Site Logistics Plan: LBC- SLP-003** for location of materials storage area).* This will leave the material lay-down area vacant and free to take the next delivery, eliminating any possibility construction traffic queuing on public roadways. After the unloading of the delivered materials, the delivery vehicle will be directed towards the site exit where it will be met by the Traffic Marshal. Muck away Lorries will be covered to prevent wind whipping of dust



Proposed Site Logistics Plan: LBC- SLP-003

LBC have attached a copy of the construction Code of practice and understand requirement and will comply with same (Copy attached in Appendix 6)

1.6 Securing Site, Site Set Up & Demolition (28 weeks)

Site Set up - LBC will secure the perimeter of the site with a 2.4m high timber Hoarding, **ensuring all emergency access routes** for neighbours and Statutory bodies required are secured. This Site set up works will start in July/August prior to the commencement of the demolition of existing Buildings commencing and is expected to start in September 2023. The site welfare and offices will be set up on Scaffolding Gantry over the footway in Trinity Road to create a gangway. The scaffold will be erected in agreement with Merton Council and Licencing required received, The erection will be completed with a temporary foot path closure and Traffic Marshall with Stop/Works signage to safely manage pedestrian and vehicle movements. Please refer to Proposed Site Logistics Plan LBC – SLP – 003 above.

Demolition - LBC will employ a highly qualified and experienced Demolition Contractor to carry out the demolition work on the existing buildings. All non-hazardous waste produced as a result of the demolition works will be recycled to the greatest practicable extent at a fully licenced recycling facility. Where the demolition waste contains hazardous waste, it will be kept separate from the non-hazardous waste to prevent cross contamination. The hazardous waste will be disposed of at a fully licenced waste management facility. All demolition was transported off site liable to rise dust will be transported in trucks covered with a tarpaulin. Noise and vibration monitoring point will be positioned at the site boundary to measure noise and vibration levels on an ongoing basis. LBC will provide screening/ mist sprays to dampen down any dust created as a result of the demolition works. No demolition works will begin until the Demolition and Environmental Management Plan is submitted to Merton Council for approval. The Sequence of the works is in **Demolition Management Plan, copy attached Appendix 1.**

The Demolition will be broken into 2 areas to expediate Programme

Area 1 - Demolition Existing low-level Building (5 Weeks)

The existing Low-level building to the East side will be removed initially using Gate no 1 access from Trinity Road for this Demolition allowing Piling matt and piling to start earlier to these areas and expediate the programme and reduce the length of time on site and disruption to the Local area. The Sequence of the works is in **Demolition Management Plan, copy attached Appendix 1.**

Area 2 - Demolition Existing High-Rise Building (20 Weeks)

The existing high rise building to the Westside will be secured internally on the site with use of Heras Fencing to segregate Construction and demolition activities. Demolition works will be completed using Gate no 1 access via The Broadway. Construction activities ie. Piling etc will be completed using gate no 2 Access via Trinity Road. The Sequence of the works is in **Demolition Management Plan, copy attached Appendix 1.**

1.7 Mock-up panel

The sample panel required for the Pre-Commencement planning condition close out. The Demolition/construction will commence in September 2023 with a Construction target completion for February 2026 with approval to follow from Merton Council. The panel will be constructed as per drawing received from the design team and will be constructed using

- Window Frame
- Door
- Bricks

1.8 Construction Works (126 weeks)



Areas 1 & 2: LBC – A1&2 – 004

1.9 Piling Matt & Piling

Area 1 - Piling matt & Piling (6 weeks)

The Piling will start while the demolition of the low level is progressing, There are approximately 250 piles to be installed as part of Area 1, with all piling completed from the Ground floor level, the pile mat will be designed specifically for the relevant ground conditions and the form of the loading exerted by the plant that will operate on it.

The general process for the building will be as follows:

Proof roll the substrate.

Dig out soft spots and fill them with 6F5;

Proof roll again and carry out plate bearing tests to the required shear value.

Spread out 6F2 to required thickness and lay geotextile if required; and finally roll and compact each layer

Following completion of the pile matt, we will implement a maintenance and repair schedule for the duration of the piling works.

At this stage we will also establish wheel washing facilities at each exit gate to mitigate the risk of concrete wagons and other construction vehicles tracking out mud onto the road during the substructure works.

Area 2 - Piling matt & Piling (3 weeks)

The Piling will start while the demolition of the low level is progressing, There are approximately 100 piles to be installed as part of Area 2, with all piling completed from the Ground floor level and the follow the procedures noted in Area 1 pile matt and piling.

1.10 Substructure – Ground Beams/ Drainage/ Concrete Ground floor Slab

As the piling operations progress across the site and the poured piles reaches their curing time, we will commence excavating the piles to the underside of the piles cut off. All piles will be trimmed off and the surrounding of the cut off piles will be blinded to the pile caps formation level. At this stage we will also carry out integrity tests and form the required capping beam, when the concrete is cured the temporary propping will be installed at Capping beam level (to be designed) Bulk excavation will commence excavating the site to formation level working out towards site access Gate no. 1, an access ramp to the basement will be formed on the East side of the site and eventually this will be removed using a long reach excavator, temporary access ways with steps into the basement will formed along the new capping beam which will have safety rails erected before the bulk excavation commences. As the bulk excavation is progressing and 50% complete, we will proceed to locally excavate the lift shaft and this will be cast and to erect the Tower Crane at the early stage of the construction. The Tower crane will be erected inside the site boundary As the substructure work progress, installation of all the underground drainage and services will follow. All underground pipes will be installed to the engineer's design and tested prior to being buried. After testing the pipes, the ground levels will be brought up and blinded to the underside of the basement floor slabs. Rebar installation to the Ground slab will commence with slab planned to be poured as 3 pours, working West to East to Gate No.2. Waterproofing details are critical at this stage of construction. Vertical elements will commence following the pour of the ground slab pour with the 01st floor decking to follow working West to East. All concrete works to the vertical elements will be undertaken using a concrete skip attached to the tower crane. For horizontal elements concrete pumps will be used. Working in the same direction as the substructure West to East working out Gate no 2.

Area 1 – Programme circa 14 weeks

Area 2 – Programme Circa 6 weeks

1.11 Superstructure (60 weeks)

Reinforced concrete frame

As we completed the ground floor slabs within each core, we will commence the superstructure frame elements. We will use traditional aluminium framed support systems for the floor slab formwork and steel or plywood faced modular panel

formwork for the walls and columns. Formwork bearers projecting beyond the edges of the slabs will support the perimeter safety barriers erected as the work proceeds to provide edge protection to each slab zone. **A 28d cycle For Area 1 and 20d Cycle for Area 2.** to erect columns and walls, strike columns and walls, erect slab formwork, install reinforcement erect perimeter protection, QA checking, shuttering and concrete, cure and strike from Ground to 1st Floor and a 10d Cycle will be repeated across the build from level 1 to the roof. The tower crane providing the vertical transportation of materials from the ground and from upper levels. Area 1 and area 2 will be reconciled at level 5 and frame finished off in tandem to Roof level.

Scaffolding

Once the frame construction has progressed beyond level four, Scaffolding erection will commence to the perimeter of the build. Permission and agreements will be required between the Client and the neighbours. The East side of the site is very close to the redline boundary and the scaffolding will need party wall agreements in place prior to this works item. The scaffolding will be erected to be level with the floor plates, with adaptations and mid lifts allowed for Façade construction. Hoist installation will progress with the scaffolding.

Stair Cores

The internal stairs will be constructed using either a precast stair or the 'Stairmaster' prefabricated permanent formwork, this allows the structural element of the stairs to be incorporated within the concrete frame package and allows pedestrian access to all floors during the frame construction and provides fire escape egress during the construction period. Permanent stair balustrading straight runs will be incorporated with the Stairmaster system removing the need for temporary scaffold handrails.

Safe-working methods will be adopted at all times and a strict safety policy will be promoted at every level of the installation process.

1.12 Façade/Envelope (55 weeks)

The envelope and facade principally involve external windows and bricks facing an insulated SFS inner wall.

As the structural frames progress beyond level 4, we will commence the external access positioned at a level to safely board and tape the SFS and where available install the windows and external balcony doors and seal around the window. By installing the Structural Framing System (SFS) and cement particle board early, will allow internal works to commence early giving certainty of programme. As this effectively seals the building and provides a dry environment.

Our engineers will provide grid lines and datum levels for the operatives to work to. QA test sheets will be filled in and checked before the following trades commence. The brickwork will be built using the external scaffolding, working from the ground floor up, ancon brackets to be installed at every other level with a 17week programme allocated for this works item.

The flat roofing areas will be constructed using a hot melt felt system on to the concrete with insulation above. Specialist approved operatives will install the system using a roof mounted bitumen boiler to heat the blocks of bitumen to apply on and between the roofing felt sheets. These works will commence 15 days after the relevant terrace area/roof of the RC Frame is ready to enable the internal fit out of the units below to commence.

The balconies will be prefabricated and bolted into location following the Scaffolding dismantle

1.13 Internal Finishes (76 Weeks).

Once the frame construction has progressed beyond Level 4, we will commence installation of temporary waterproofing to the Level 4 floor plate, we will commence the inner skin of the external envelope enabling the first stage of fit-out to start. This will comprise installing the party walls, SVPs and RWPs and early stage MEP installations to risers and distribution runs. With weatherproofing in place over external doors and windows the next stages including formation of party walls, high level ductwork, partition walls and internal first fixings will follow. Additionally, it is important that we produce and obtain approval for the benchmark apartment as early in the sequence as possible, and that of obtaining clients approval, thus setting the agreed benchmark for all the apartments throughout the build. This will also allow both the design team and sub-contractors to understand the detailing, buildability, quality and installation process prior to starting works.

A summary of the fit-out procedures follows:

M&E Distribution

Risers will be installed following completion of sufficient sections of the superstructure. All riser and drainage services will be installed and support brackets, joints and fire collars will be visually inspected and primary pressure tested. Plumbing works will be sequenced and inspected.

Dry-lining

Drylining walls will generally be erected from podium platforms in strict accordance with our safety guidelines. Our agreed sequence ensures that trades follow each other rather than working on top of one another. This also ensures that all quality inspections, carried out through 'Procure', can be carried out for each individual trade before starting the follow-on trade. The sequencing of the wall's installation has not only been programmed to achieve the handover date but also to allow us to maintain the fire strategy requirements of the construction phase of the build. The first and second fix dry lining operations will be carried out in close co-ordination with our M&E contractor. A tried and tested method used on all our sites, is through our Procure protocol whereby a full sign off and witnessing is required prior to closing up the wall. This provides an easy point of reference for all interested parties to know at a glance the status of all partitions, picking up specific M&E services before the wall is closed up.

Skimming/ Tape & Jointing

This works package will commence once the second fix dry-lining QA sheet has been signed-off and all necessary protection is in place. A high level of temporary lighting will be provided to ensure the quality of finish is achieved. Particular attention will be paid to internal and external angles/wall and ceiling junctions. Following an initial drying out period, the walls/ceilings will be mist coated with white emulsion in order to highlight any defects. This will allow for the filling/rubbing down of any areas deemed below the required standard of finish.

Kitchens

Kitchens will be called off floor-by-floor and loaded out to relevant Flat. Initial inspection for damage/missing parts will be undertaken by LBC Management on delivery. Prior to commencement of installation the kitchen installer will undertake a survey of all openings, sockets locations and height Units shall then be installed in position and levelled to receive services. Templates will be taken for worktops and subsequently procured. After services installed final visit to fit stone tops where required, doors and trims and splash backs fit appliances where built in. Finally test and commission all equipment.

Decorations

Permanent lighting will be established at the earliest opportunity in order to ensure the highest level of decorative finish. Where the initial service connections may cause a delay to providing permanent lighting levels, temporary lighting of the same intensity will be provided. Decorators will be closely controlled by site managers who will review all stages of decoration from initial preparation to finishing coats and no works will proceed until the foreman has completed and signed-off the pre-decorative snagging check list once again on 'Procure'. Each trade foreman will undertake their own snagging at each stage of the works with a final snag prior to completed units being offered to the finishing foreman.

Mastic

Mastic will be applied once all work has been signed-off on the Procure Management QA checklist and a full clean has taken place. The finishing foreman will confirm that the bathroom and kitchen are clean and dust free prior to allowing mastic work to commence and will sign-off the work following completion in order to confirm a fine, consistent joint has been installed.

Lifts

Lifts will be procured early in the scheme to allow installation to commence on the RC Frame has completed and the building is adequately watertight. In line with our Health and Safety Policy we will install fixed temporary lockable doors to access each level. Lifting eyes will be installed and tested prior to works commencing. We will provide temporary lighting, telecom lines for emergency phone, temporary power and permanent supply for testing and commissioning.

Test and Commissioning

Commissioning forms a critical part of the successful delivery of the overall project. LBC have a comprehensive array of check sheets and processes which we implement to ensure that all active building systems are verified to operate at their optimum efficiency, maximising life cycle, operational efficiency, maintenance requirements, environmental impact and financial returns. Our Building Services Coordinator will coordinate the pre commissioning, commissioning, demonstration and handover process.

LBC believe that in order to successfully commission a project the services should be subject to ongoing reviews during the installation works on site, and prior to that the design needs to be reviewed and analysed with both the final commissioning and the eventual ongoing use in mind. We aim to test all the mechanical, electrical and plumbing installations as work on site progresses, especially prior to any works being covered in. Where pods are utilised for the bathrooms these will be fully factory tested before shipping to site. The drainage stacks within the building will be installed and tested before the pods are connected to them. LBC have indicated an outline test and commission sequence on our outline programme. Our Building Services Coordinator will produce, in conjunction with the specialist subcontractors, suppliers, Services Designer, and the Assigned Certifier a detailed test and commission schedule. We would aim to test as we go and would commence pre-commissioning and initial testing to the lower levels as the installation is still progressing to the upper floors. This will ensure that all workmanship is monitored on an on-going basis which will result in fewer problems or errors during the commissioning period. A schedule of necessary commissioning reports and commissioning certificates extracted from the specification will be reviewed at an early stage to ensure that the subcontractors are fully aware of their responsibilities including the BCAR report processes. Testing and commissioning of specialist plant and systems will be carried out by independent third-party specialists, e.g., power systems, ventilation air balance, hydraulic balancing of heating/cooling systems, commissioning of plant, chlorination of water systems etc. All requirements for testing and commissioning will be scheduled with responsible parties identified for certification.

External works – hard and soft landscaping

All necessary hardscaping works will be complete prior to first occupation, or specifically, prior to the completion of the contract with all planting associated with soft-landscaping to be completed prior to the end of the first planting season following the date of first occupation.

Handover & Demonstrations

LBC will implement Soft Landings during handover, to ensure commissioning and end-user training ensuring are delivered to exacting standards. We will provide detailed demonstrations & training to all staff and project stakeholders as required. A Digital Project Safety File & as-built with HUG's to room data sheets will be issued.

Practical Completion

Practical Completion (PC) is sequenced in week 132. LBC have allowed 2 weeks of float prior to PC to safeguard programme deadlines and ensure that the project will be handed over as programmed.

Miscellaneous

- LBC will strictly enforce the site working hours as notified by The Borough of Merton:
- Mon – Fri 8am – 6pm **but no deliveries or collections to take place between 07.00 and 09.00 and 16.00 – 19.00.**
- Sat – 8am – 1pm
- Sun & Bank Holidays – No Working

1.14 Project Directory

The names addresses and contact details of the Client's representative, consultants, site management and sub-contractors involved in the demolition project are listed in the Project Directory.

London Building Company Ltd

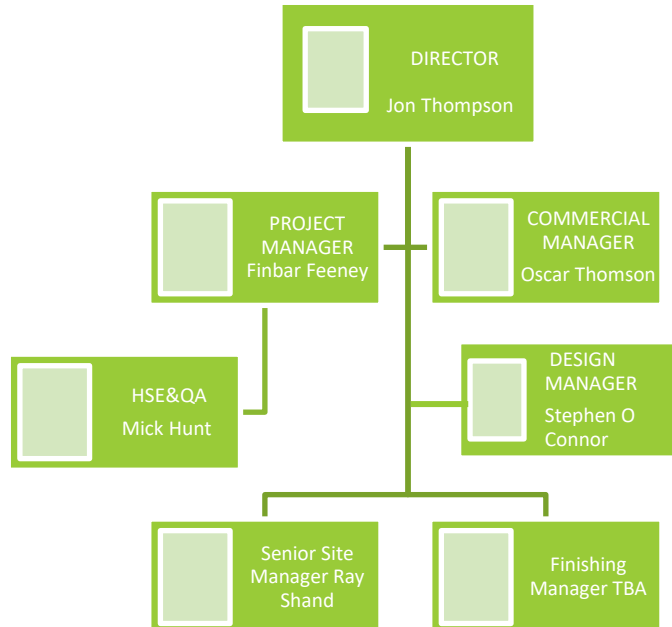
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Client -

Name	Job Title	Project Role	Contact Details
Thornsett Partners Ltd - Kevin Casey	Project Manager	Client	Kevin.casey@thornsett.co.uk

1.15 Project Organisation Chart

The management organisation structure can be found in Project Management Organisation.



2.0 PROJECT INFORMATION

This section of the Plan deals with surrounding land uses and related restrictions.

2.1 Existing Site, Surrounding Land Uses and Related Restrictions

The site is located at 200 The Broadway, London SW19 1RY. The existing multi-storey YMCA buildings are to be demolished. The site is on the corner of The Broadway and Trinity Road and has vehicular access from Trinity Road. The site is generally level. The total site area is approximately 2,000 m². The site shares a boundary to the west with the newly completed Phase 1 residential YMCA, 196-198 The Broadway and to the north with 2 Trinity Road, a two-storey structure adjoining Tower Lodge. The site is bounded by public highways to the south (The Broadway) and to the east (Trinity Road). Along the remaining boundaries, the site neighbours several residential gardens with boundary fencing.

There are various public amenities present within the surrounding roads and LBC/Contractor must be aware of the close proximity of members of the public/children and take all reasonable precautions to prevent unauthorised access onto site. They must take into consideration several neighbouring construction projects (one we have already made formal contact with) and ensure communication is effective to all parties.

Please refer to the existing traffic management plan for construction logistics sequencing and development of the construction programme as there are certain restrictions placed on the site.

2.2 Local Authority & Noise Restrictions

Noise restrictions in place outside

08:00am – 18:00 working hours - Monday to Friday

08.00am – 13.00 working hours – Saturdays

As per phase 1 Construction a voluntary Section 61 noise agreement will be entered with excessive noise work will be undertaken on the basis on 2 hours on and 2 hours off.

2.3 Delivery Restrictions

Site Working Hours are:

08:00am – 18:00 working hours - Monday to Friday

08:00am – 13.00 working hours – Saturdays

No Deliveries and/or collections between 07.00 - 09.00 and 16.00 – 19.00 Monday to Friday

2.4 Contractor Restrictions

LBC restrictions include for the following:

- Emergency Access requirement to escape route Phase 1 residential and UKPN Substation to be retained at all times.

2.5 Existing Services

The location of existing services will be determined from the Client's site records and statutory records. Contractors will protect all overhead services (if applicable) and carry out a survey using tracing equipment to determine and mark the location of any underground and/or exposed services before carrying out any works (permits will be provided). Consequently, any work affected will be carried out under a Permit to Work and in accordance with:

- HS(G)47 'avoiding danger from underground services', and
- HSE, 'avoidance of danger from overhead electric lines', Guidance Note GS6 (rev)
- Together with the requirements of the current 'New Roads and Street Works Act', 1991 (where applicable).

3.0 LEGISLATION, INFORMATION, DOCUMENTATION AND RECORDS

3.1 Overview

LBC is committed to meeting the requirements of UK Safety and Environmental Law and regularly reviews legislation and regulatory requirements. The outcome for this is published on the companies Integrated Management System and is updated regularly in the form of the legal register.

Contract documentation relating to this project will be subject to strict control and stored securely at all times. This contract documentation will form the basis of all LBC activities when delivering the project.

Legal compliance audits will be undertaken throughout the LBC business as part of the company's audit schedule.

3.2 Dilapidation Surveys, Existing Records and Plans

Prior to the commencement of any demolition works, the following information will be gathered, assessed and used to ensure the safe planning of any demolition works:

Type	Method
Location of incoming services	Utility companies information, Ground Penetrating Radar, CAT scanning and appropriate marking
Overhead services	Visual identification
Existing environment (proximity to schools, public houses etc.)	Visual identification/client information
Existing Conditions	Survey of existing services (gas, electrical systems, water, drainage, telecoms and satellites as applicable)
Infestations and hygiene	Visual inspection
Hazardous materials or behaviours	Visual inspection

Asbestos presence

Asbestos Survey reports

Inspections and surveys will be completed and details recorded on 'Site Conditions and Dilapidations Survey form' 'Underground Services Checklist'.

3.3 Document Control and Availability

Key documentation for use on the project may be distributed using a document control system, which meets BSEN ISO9001:2015.

Relevant sections of this plan and its appendices will be made available to all such that they can then prepare suitable control plans and documents to enable them to carry out their work effectively.

3.4 Information

All LBC employees have access to all relevant company documentation.

(if applicable in the demolition phase) Sub-contractors are required to ensure that they have access to all legislation, Approved Codes of Practice and any other health and safety, environmental or quality information that is relevant to their own scope of works. This information will be transposed into by the sub-contractors within their risk assessments and method statements (RAMS).

Plan,

To attend a pre-start Demolition H&S meeting with the Project Manager and for high risk activities a senior member of LBC will attend or a H&S representative.

Monitor,

The effectiveness of all Demolition RAMS against the activities to ensure they are being implemented.

Review,

A review is required if the RAMS are not being followed or a change in the methodology or after 3 months.

3.5 LBC Procedures, Forms and Work Instructions

All LBC employees have access to all relevant company documentation via the LBC shared Cloud Portal 'Procure'

Staff will be advised by e-mail if existing Procedures, Forms or Instructions are revised or new documents become available.

3.6 Variations and Change Control

Any changes to the scope of work will be assessed for cost and programme impact. The client will be advised of these impacts as soon as possible.

Verbal instructions will be formalised through the CVI process.

Safety implications will be evaluated prior to acceptance of a Client Variation Instruction (CVI) or submission of an LBC initiated change request.

The Project Management team will keep registers and records of variations.

Should a design change occur following initial issue to site, superseded drawings will be recalled and replaced with the latest version. Changes in scope of the contract, including additional work shall be managed in accordance with the general arrangements laid out in this DEM-plan.

3.7 Document Filing and Records

All hard copy documents relating to the project will be filed in lever arch, ring binder or crystal files. All files must be clearly labelled to indicate the content.

LBC have a prescribed electronic filing system hierarchy, some of the project specific records will be filed electronically where appropriate to avoid the storage of unnecessary paper.

Note: Electronic filing has the advantage of swiftly transmitting relevant information to those who require it by the use of Email or specified electronic data systems.

3.8 Implementation and Briefing

LBC has not identified any specific legislation, regulation or other requirements, which apply to this project beyond those defined within its registers of legislation published on the Shared Data Files.

Any changes to legislation that impacts upon the delivery of the demolition works/project will be assessed and advised to the Project Manager, who will implement the changes.

Monthly Briefings via the Demolition Safety Meetings, attended by Operational Managers are utilised to communicate new and amended legislation along with other safety, environmental and quality information, audit results and changes to the LBC Integrated Management System.

Implementation arrangements include briefings, toolbox talks and may include training in relation to the provision of equipment and processes.

Staff will be briefed on safety matters through cascade safety briefing and tool box talks.

3.9 Document Archival

On completion of the demolition phase of the project, the files must be returned to Head Office.

The following files and records should be returned to head office on completion of the project. The remainder of the site files can be destroyed on clearance of the site offices, but please note that the Project Manager must be consulted first:

- Daily Diary
- Completed Inspection and Test Plans
- Safety Registers
- HAV Records
- Asbestos Removal records
- Any documentation relating to any Accidents or Incidents which have been recorded on the Project
- Any correspondence sent directly to site
- Any correspondence sent from site but not copied to head office
- Site Diaries
- Completed Site Waste Management Plan
- Waste Transfer
- Waste Consignment Notes.

3.10 Health and Safety File

The purpose of a Health and Safety File is to create a permanent record of information relevant to Health and Safety, which will be used after completion of the project. The file should therefore record issues relating to hazards inherent in the maintenance of the building.

LBC and any person having any construction works/project input shall furnish with as-built and as-installed plans, details, drawings, descriptions, specifications (if applicable) and the like in respect of each premises where construction work is carried out.

LBC will ensure information for the Health and Safety File is collated and handed over to the Client at least 14 days prior to the Practical Completion and should be produced, as far as practicable in A4 format, submitted in lever arch or similar ring binder, with a contents page highlighting and including the following documentation (please note this list is a guide, is not exhaustive and may be subject to changes or omissions as appropriate to the works):

The Project

- Description of Work
- Location Plan
- Project Directory

3.11 Environmental File

The purpose of the Environmental File is to ensure that all documentation that is legally required to be maintained and any other documentation that supports the management of the environment on site that will be required during the Demolition of the existing project and upon completion is stored in a single location. The contents of the file will include the following:

- Environmental Constraints Plan
- Site Drainage Plan
- Site Waste Management Plan (SWMP)
- Site Hazardous Waste Registration (as applicable)
- Waste Carrier Licence(s) and Waste Handlers Permit(s)
- Waste Transfer Notes/Hazardous Waste Consignment Notes
- Environmental audit reports and meeting minutes
- Any inspection undertaken by the Local Authority, Environment Agency, Ecologist etc.

4.0 PLANNING, PROGRAMME, ACCOUNTABILITIES AND PERFORMANCE

4.1 Project Timescales (Programme attached Appendix 2)

Contract commencement date: September 2023

Target completion date: March/April 2026

4.2 Project Programme

Programmes shall be monitored regularly and updated as deemed necessary by the Project Manager.

4.3 Project Management Team

The Construction Works/Project Management team is populated by staff drawn from the regional team with a range of skills from Project Management, Demolition, Commercial, Safety, Technical, Supervisory and Administration. Sub-contracted personnel add to the number of staff as and when necessary.

YMCA Phase 2 Demolition & Construction Management Plan

The organisation chart describes how this is related directly to the delivery of the Contract. The roles and responsibilities of those individuals identified in the project management team are specified using the RACI (Responsibilities, Accountabilities, Consulted and Informed) principal.

R	RESPONSIBLE (Expected to complete an activity)	C	CONSULTED (Contributes to a decision or activity)
A	ACCOUNTABLE (Ultimately held to account for an activity)	I	INFORMED (Need to be provided within relevant information)

	Contract Manager	Project Manager	Site Manager including Senior Foreman / Stream Manager	QS	Design Controller	HSQ&E	
Activity							
Ensure allocation of sufficient resources and monitor	R	R	C	I	C		I
Procure sufficient resources	A	A	C	I	R		
Report to the LBC management team	C	C					
Report to the client at a strategic level	C	C					
Assume overall responsibility for the project	R	R					
Directly manage and supervise work activities	A	A	R	R			
Deliver to the correct specification, to time and budget	A	A	R			C	
Complete contract review	R	R	I		C		
Communicate project progress to relevant parties	R	R	CI		C		
Identify suppliers from the approved list	A	A		I	R		
Authorise requisitions	A	A	R	I	C		
Be the point of contact between LBC and the Client	R	R				C	
Attend client meetings	R	R	CI			CI	I
Deliver the project safely and to legal and other standards	R	R	R	R	I		C
Brief all direct/indirect staff on all project HSQ&E matters	R	R	R	R			C
Resolve safety conflicts as they arise	A	A	R	R			C
Produce or accept method statements and schedules	AR	R	RI	I			
Provide reports as needed	R	R	R	R	R	R	R
Plan a realistic work programme and monitor against this	R	R	C	I			
Ensure documents are effectively controlled to all parties	A	A	R			R	
Ensure staff attend site inductions/receive safety and environmental information	A	A	R				C
Ensure those affected by the work are aware of hazards and activities affecting them	A	A	R	R		C	C
Promote and sustain the LBC safety culture	R	R	R	R			R
Implement safety and environmental controls for the work	A	A	R	R			CI
Report on issues affecting project HSQ&E performance	R	R	R				CI
Provide specialist advice to the project team	I	I	I	I	R	R	R
Produce the Demolition and Construction Management Plans	A	R	I	I	A		C
Complete checks and audits of the project HSQ&E system	I	I	I	I			R
Liaise with enforcing bodies	R	R	I				R
Provide training as needed	R	R	I				R
Display safety, environmental and other relevant information	A	A	R	I			C
Carry out tool box talks	A	A	R	R			CI
Ensure demolition, workmanship standards meet customer requirements	R	R	R	R		CI	
Conduct design review, verification and validation	A	A				R	
Ensure a full "Duty of Care" is applied to waste management	R	R	R	R	R		CI
Identify potential pollution issues and implement controls to prevent them	R	A					CI
Conduct site surveys where required to identify environmental issues	A						RCI
Act upon any complaints in a timely manner	R	A					I

4.4 Project Management Team Accountabilities

Each Project Team member will perform his or her duties in a professional manner under the guidance/instruction of the Project Manager or nominee. The Project Manager (PM) will monitor team performance, the arrangements will be as follows:

Measure	Frequency	Responsibility
Site Inspections	Weekly	Site Manager
Site Inspections	Weekly	HSQ&E Advisor / Manager /Operations Director
Budget Performance	Monthly	Project Manager/Senior QS
Contract Review	Monthly	Project Manager/ Operations Director
Progress v Programme	Monthly	Project Manager/Site Manager
Progress v Programme	Weekly	Site Manager
Defects	Monthly	Project Manager/Site Manager
Defects	Weekly	Site Manager
Audit Results and Corrective Actions	After Audit	Project Manager/Site Manager/Others
Accident/Incident Performance	Monthly	Project Manager/Operations Director/HSQ&E
Waste Performance	Monthly	Project Manager/Site Manager/HSQ&E

Performance improvements will be implemented throughout the life of the demolition project based on the performance measurements described above and those identified by LBC at the business level.

4.5 Programme

- The Project Manager will report biweekly for the Contract.
- Costs identified at the tender stage will be disseminated to the project management team in the form of a budget. The Project Manager responsible for controlling the budget will notify the Senior Site Manager of any potential under/overspend
- Safety risks and environmental impacts will be minimised through adequate planning and the provision of resources to meet the programme in a safe manner.

4.6 Audits, Control of Non-conformance and Preventative Action

- Routine monitoring (audit/inspection) of performance against procedural and legislative requirements will be undertaken as identified in the company audit schedule
- Audits scheduled by the Client will be managed through the Project Manager and overseen by the H&S Manager dependant on the scope of the audit
- Non-conformities and corrective actions will be managed to an acceptable completion by the project team via the Project Manager following prior agreement with the auditor.
- Records of corrective/preventive actions, accidents and environmental incidents are maintained

Risk and Method Statements

All Construction work method statements, sometimes called a "safe system of work", documents that details the way a work task or process is to be completed. The method statement should outline the hazards involved and include a step by step guide on how to do the job safely. These will be reviewed by the site manager and if necessary HSE Manager to ensure these are fit for purpose and the task at hand. No works will take place unless these documents are written and then approved.

RAMs are reviewed and updated at a minimum six-monthly interval, if the role, equipment, task or process changes and re-approved by LBC and site management.

5.0 MATERIALS (Site Waste Management Plan attached Appendix 3)

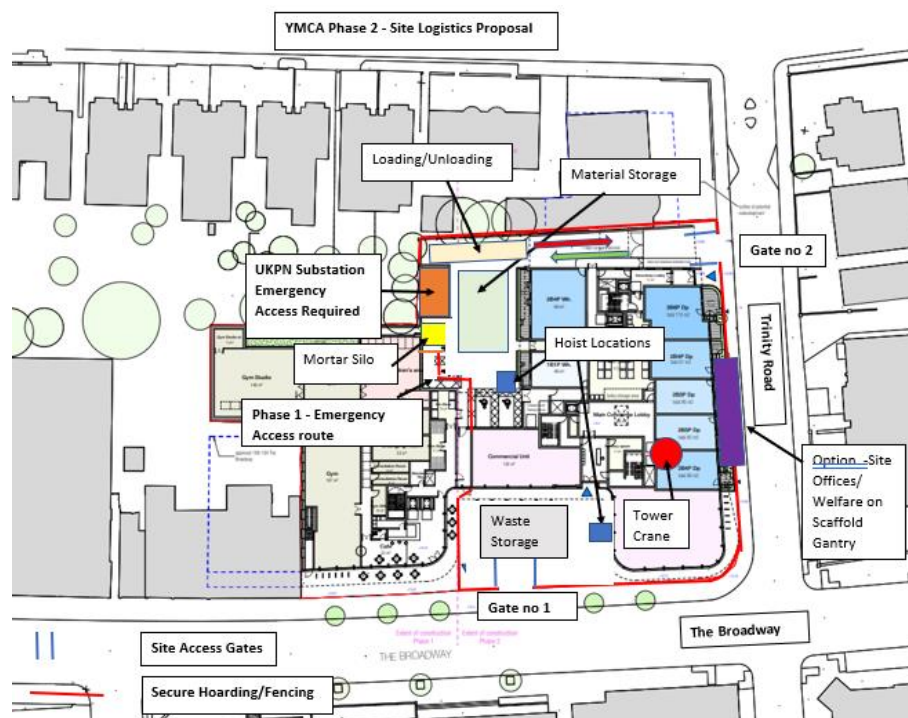
5.1 Material Suppliers, Deliveries and removal from site

In accordance with LBC 'Sustainability Development'. Any materials or supplies delivered to site are required to submit environmental information regarding their company such as ISO 14001 certificates and timber chain of custody details. **All construction traffic will be required to comply with the Fleet Operators Scheme Silver**

Material deliveries and removal from site

- Delivery dates, locations, off-loading/loading requirements and contract number will be stated on each order
- All materials will be delivered/removed and subsequently handled in such a way as to minimise the risk of damage to those materials during storage, transportation to site and installation or return to stores as surplus materials
- The supplier will be advised of the information they are required to provide at the time of delivery e.g. delivery note, Certificate of Conformity (CofCs). CofCs form part of the traceability requirements for the materials on the project.

All deliveries and collections to be notified to LBC 48hours in advance.



Proposed Site Logistics Plan: LBC- SLP-003

LBC will secure the perimeter of the site with a 2.4m high solid metal/timber Hoarding. The hoarding will be fitted with Bulkhead lighting and security cameras. All hoarding fences will be maintained around the perimeter of the site to exclude members of the public.

5.2 Materials Storage

Waste materials shall be stored in designated areas and within appropriate skips in accordance with the procedure LBCs 'Waste Management'.

Storage of Fuel, Oil and Chemicals including Refuelling Operations will follow COSHH regulations

All fuel for the plant and machinery will be stored in a designated and bunded area; a fuel tank bund must be at least 10% greater in capacity than the tank itself. All hoses will be lockable and contained within the bund. The hoses will have a control nozzle for safe refuelling.

In the unlikely event of any spillages of fuel, oil or chemicals will be cleaned up immediately (spill kits provided on site) and the source of the spill located and stopped. All drums/barrels will be stored within a designated and bunded area. When in use they should be on spillages that must be placed upon a drip-tray. A tap should be fitted to each drum or barrel that is in place to control the release of any oil or chemical.

Spill clean-up equipment will be available for use around the site and all operatives should be aware of the equipment's location and how to use it. Any spillages will be reported to the Site Manager. All spillage incidents will be actioned by the Site Manager in accordance with the Environmental Accidents, Incidents and Emergencies Procedure.

Note:

- Refuelling operations should never be undertaken in close proximity to a watercourse, 30 meters away (the nearest is approximately 100m away) is considered a safe distance. Refuelling shall not occur anywhere outside of the project unless special arrangements are made and put in place.
- All bunds must be emptied on a regular basis with the contaminated liquid/material being disposed of as a defined Special Waste (contact UL designated specialist Environmental HSQ&E Advisor for advice).
- Refer to LBCs Materials Storage procedure for further guidance.

5.3 Control of Substances Hazardous to Health (COSHH)

COSHH Assessments for all materials used on site will be obtained prior to works commencing and control measures for their use detailed in task specific Risk Assessments and Method Statements (RAMS).

For LBC provided/removal of materials (including those used by direct LBC staff) the Project Manager and Site Manager will identify work activities and hazardous substances that may be used or created prior to works commencing and during the project. The LBC COSHH system will be used to generate the necessary COSHH Assessments.

Refer to site COSHH register for list of substances controlled under the COSHH Regulation.

For further details see Health & Safety COSHH Procedure

6.0 PLANT AND MACHINERY

Plant and Work Equipment refers to any item being 'used' to carry out work including hand tools, powered tools, lifting equipment and machinery. **All construction traffic will be required to comply with the Fleet Operators Scheme Silver**

Plant and equipment shall be tested and maintained;

- PAT test and weekly recorded inspections for power tools.
- 6 monthly Thorough examinations and weekly recorded inspections for Lifting accessories.
- 6 monthly Thorough examinations and weekly recorded inspections for WAH equipment.
- 12 monthly Thorough examinations and weekly recorded inspections for Lifting equipment.
- Pre-use checks for any equipment by the user.

6.1 Selection

Plant and machinery may be supplied by LBC, external suppliers or sub-contractors. The plant supplied must in all cases be properly selected, used and maintained with the appropriate certification and operator training.

Plant will be selected for the nature of the demolition works and task and used only for its correct purpose.

6.2 Plant Maintenance Operations/Location of Plant

In order to comply with the Provision and Use of Work Equipment Regulations 1998 the Site Manager will ensure work equipment supplied by LBC is suitable and correct for the work activity and will be maintained in good working order.

Where the use of the equipment involves a specific risk to health and safety of employees, the use of the equipment must be restricted to specified workers.

All plant and equipment will be subject to regular tests. Small powered plant will be portable appliance tested; machinery will be subject to statutory maintenance, inspections and tests.

Daily plant and machinery checks will be undertaken prior to use.

Weekly recorded inspections will be undertaken on all plant and equipment on site.

Any faults will result in plant being placed in quarantine until such time as a replacement can be found.

Guards fitted to plant will be in use during any operation.

Machinery will be secured and switched off when not in use.

Large machinery movements will be undertaken in accordance with the traffic management plan.

6.3 Plant Training and Instruction

All drivers of any plant or equipment shall be 18 or over, unless they are under the direct instruction and supervision of a competent person.

Operatives shall be properly and adequately trained in the handling and use of specific items of plant and equipment, and receive all necessary instruction and information on the hazards associated with their operation.

Record shall be kept of those competent to operate plant and equipment, of the qualifications of operatives and/or of the training they have received, verified where necessary. Equipment shall be issued only to those who are trained, competent and permitted to use it.

7.0 COMMUNICATION AND CO-OPERATION

7.1 Communicating the Construction Management Plan Arrangements

The roles, responsibilities, controls and arrangements specified within this Construction Management Plan, will be briefed to the project team and sub-contractors via the dissemination of this Plan and a specific briefing at the Project Start up Meeting attended by all key personnel.

7.2 HSQ&E and Senior Management Engagement

Safety, Health, Quality and Environmental (HSQ&E) advice and information will be given to the site management by the H&S Manager.

Site Managers will conduct a formal weekly inspection.

The HSQE Department will conduct weekly H&S Inspections.

Director's & Senior Managers conducting Health & Safety Tour.

Tour Frequency -

Site Managers – Weekly

HSQE Team – Weekly

Director's & Senior Managers – Bi-monthly

7.3 Construction Project Liaison and Meetings

It is vital that co-ordination meetings are held prior to the commencement of this demolition and construction project and then continually during the demolition and maintenance period to ensure that all health, safety and environmental issues are suitably addressed and the resultant information passed onto the relevant contractors or sub-contractors who may be affected.

LBC will lead on all issues relating to health and safety and the co-ordination of safety matters with all parties, with regular contact and structured meetings being held between all parties.

Formal communication will be through the following meetings:

- Daily activity Briefings (DABS)
- Weekly Coordination Meetings
- Monthly Progress Meetings
- Contract Review Meetings
- Regional Safety and Sustainability Meetings
- Subcontractor Meetings
- Client and internal progress meetings.

Actions and progress will be recorded in the minutes of these meetings.

7.4 Communication with the Project Team

Communication with the Demolition and Construction Project Team will be via regular project meetings with the Client and/or the professional team and by formal correspondence.

Communication with and information for direct employees (including labour only contractors) will be passed down the line via the construction supervisor. This information will include:

- Relevant information from site specific risk assessments including appropriate measures to prevent exposure to hazards, or if this is not possible, to provide protection from hazards.
- Instruction with respect to permits to work and compliance with site specific H&S Rules.

The opportunity will be given to the workforce to raise health and safety and environmental issues which may be of concern via the weekly talks and presentations.

7.5 Customer Satisfaction and Complaints

Customer satisfaction will be assessed during the regular meetings scheduled with the client.

Complaints will be managed to ensure acceptable closure as directed by the Project Manager.

All items of satisfaction or complaint will be forwarded to the Customer Care Team for analysis. This information forms part of preventative action monitoring for the project and is utilised in quarterly Management Review meetings

7.6 Records

Meeting minutes will be kept in the appropriate folder in LBCs electronic document management system applicable to the project.

8.0 MANAGING THE SITE

8.1 Welfare

Facilities will, as a minimum, comply with the requirements of Schedule 2 of the Construction (Design & Management) Regulations 2015.

8.2 General Site Controls and Induction

To ensure the appropriate control of the site all contractors, operatives and visitors will receive a project specific induction prior to attending site. This will include details on

- Welfare and first aid facilities on site (As above drawings highlight)
- Safe access and egress arrangements
- Site rules
- Emergency procedures and arrangements (Inc. pollution control) See FEP
- Demolition/Construction and Site-specific hazards and control measures
- Waste management
- The recording of personal details (e.g. next of kin)
- Site security and PPE.

Any person attempting entry without having received the appropriate induction will be refused access.

8.3 Site Rules

LBC has a defined list of site rules and on the award of a new project these core rules are reviewed to add site specific details that are applicable to the variations in the contract activities. These rules for this contract will be implemented during the course of the work.

The site rules will be displayed at all site establishment, offices, notice boards, messing facilities and are briefed during induction.

The Senior Manager on site is responsible for the day to day implementation of this Construction Management Plan, and for ensuring that all personnel are aware of the site-specific health and safety rules.

8.4 Safe System of Work (Risk Assessment)

A list of hazards and risks associated with this project are identified in the Site Health, Safety and Environmental Assessment.

Once works has commenced it is the responsibility of the Site Manager, in conjunction with the Project Manager, to keep the overall hazard review as a live document, constantly updating it throughout the course of the project.

Safe systems of work will be described in Risk Assessments and Method Statements (RAMS). These will be developed and formally reviewed prior to any work commencing.

Copies of all Risk Assessments and Method Statements (RAMS) will be held in the project files along with the evidence of acceptance/approval and the briefing of relevant staff.

The Site Manager will be responsible for producing task specific RAMS for work to be undertaken by LBC staff.

Before work commences an environmental constraints plan will be completed in order to identify specific activities that are likely to impact on the environment and the appropriate control measures that are to be implemented.

The level of understanding and the availability of RAMS is verified during induction, during site inspections, during daily checks and during audit.

8.5 Temporary works

To be developed with specialist trades as procurement is ongoing.

8.6 Asbestos

Intrusive Asbestos survey has yet to be completed, this will be done when the existing building is vacated at the end of August 2023. Any Asbestos will be removed during the Demolition Phase by specialist contractor

Discovery/Suspicion of Asbestos Containing Material

The Site Manager must:

- Stop the work immediately and seal off the exposed area as far as is practicable,
- Inform the Project Manager, the Client and the CDM Co-ordinator (in writing)
- Record the incident in the Diary and the names of those involved.

Escalation Procedure

- a. LBC to follow standard escalation processes
- b. Liaise with the asbestos contractor engaged for the initial facilities works.
- c. Ensure the space is appropriately isolated with proper signage and confirm plant and equipment to the affected area has been shut down.
- d. Confirm the situation from a management perspective and provide a written report with the following information:
 - What has occurred to the suspected of asbestos impacted by a person/object requiring repairs.
 - What actions have been taken by the initial asbestos contractor to make the area safe.
- e. Confirm initial facilities remediation works (seal, patch and make safe) including arranging a contractor to undertake verification and testing of the ACM.
- The test results must be returned within 24 hours of the incident to ensure appropriate steps can be taken.

8.7 Traffic Management (Site Traffic Management Plan Attached Appendix 4)

For small compact or large or complex projects the general access and egress points for vehicles onto the site will be detailed on a traffic management plan and enclosed within the Traffic Management Plan attached in the appendices.

All construction traffic will be required to comply with the Fleet Operators Scheme Silver Traffic Management Plan (TMP), access and egress restraints and other surrounding projects and local community impact concerns.

Once on the site all personnel, delivery drivers and haulage and removal of demolition waste materials, visitors, etc. must stay strictly within the clearly marked designated vehicles and pedestrian routes, as detailed on the traffic management plan.

In order to maintain vehicular/pedestrian safety LBC and its sub-contractors will organise the site in such a way that, so far as is reasonably practicable, pedestrians and vehicles can move safely and without risk to health and safety. Drivers will be instructed to observe normal Highway Code requirements, mandatory speed limit of 5 mph and to take additional precautions when in the vicinity of pedestrians.

A route suitable for emergency traffic shall be provided and maintained at all times. Particular care is required to ensure that access for emergency services is not impaired during delivery or collection of plant and materials.

Once in the compound all personnel, delivery driver's haulage of waste materials/removal from site and visitors, etc. must stay strictly within the clearly marked designated vehicles and pedestrian routes.

8.8 Prevention of drowning

N/A

8.9 Electricity/Gas

By Specialist

8.10 Emergency Planning (Fire Prevention, First Aid and Environmental) see FEP

- The Emergency Response Plan will be displayed in the site office and briefed during induction.
- Smoking is limited to a designated smoking area and is not permitted in any building
- Emergency evacuation of offices and satellite offices will be tested from time to time
- Fire extinguishers will be available at designated fire points (as identified on the fire plan) and the point of work for any hot working
- A qualified First Aider will be in attendance on site through-out the duration of the work
- The minimum number of first aiders will be determined through risk assessment
- A map of the most direct route to the accident/emergency unit will be posted in the Site Offices and on the Health & Safety Notice Board(s)
- In potentially dangerous/environmentally damaging situations LBC will take all necessary precautions to minimise the effect of the danger but only if this can be achieved without putting any person at risk. If this situation arises the site will be secured and a plan of action will be agreed which will eliminate all risks to personnel, including those employed on adjacent land/premises
- Emergency response plans and procedures shall be communicated to all site staff through induction training and toolbox talks as necessary. The effectiveness of the emergency plan shall be routinely tested and recorded using 'Emergency Response Test Record'.

Emergency Response Steps

Please refer to emergency response plan for evacuation details.

Contact Numbers

Out of hours Emergency:	Finbarr Feeney 07377 078248
Fire, Ambulance, Police:	999
Local Hospital:	St Helier Hospital, Wrythe Lane, Sutton, Carshalton, SM5 1AA Local A&E Hospital Address and Directions
Health and Safety Executive:	0345 300 9923
Environment Agency:	0800 80 70 60
Local Authority:	London Borough of Merton Council
Gas Company:	National Grid 0800 111 999 (1)
Electric Company:	UKPN 0800 028 0247
Water Company:	Thames Water 0800 316 9800
Asbestos Removal:	SCK Demolition Ltd.
Other (insert as required):	

POTENTIAL EMERGENCY SITUATIONS

The following items are to be considered (note this list is not exhaustive):

- Fire or explosion resulting in major injuries, death or damage to property and plant
- Death or injury of any person
- Demolition accidents/incidents
- Release of gases/chemicals or other substances that could render premises unsuitable or affect adjacent land/property and occupants
- Contact with any Thames water at piling stage
- Overturning of an Excavator, Piling Rig or other Plant

SECURITY

The following items are to be considered (note this list is not exhaustive), the objectives are:

- To protect the public from inadvertently or purposely entering the project site and being injured
- Ensure timely response of emergency responders in the event of an emergency call
- Secure on-site materials, equipment, plant and tools
- Support safe and efficient transportation of materials, equipment and personnel on and off the project site
- Control site access and limit vehicular traffic.

The Security of the site is a priority to prevent emergency situations arising due to vandalism or, injury to young intruders, arson and terrorist activity.

A log is kept of all vehicles entering and leaving the site. Unusual events are reported to the Fire and Emergency Co-ordinator. In addition to the security patrols, flood lighting is provided in construction and office areas.

TRAINING

- All workers on the site will be briefed on the fire and emergency arrangements during the site-specific induction (see FEP)
- Refreshers on the emergency arrangements will be given via toolbox talks.
- Fire wardens and coordinators will be given specific training on the requirements of this plan.

FIRST AID

- As a minimum 1 no first aider per 50 persons on site will be present on site at all times of working.
- The numbers of first aiders on site at any time are to be commensurate with the nature and risks of the on-going site operations.
- The section 3 'First Aider poster' will be displayed in all site accommodation units, at all fire points, security stations and site entrance.
- First aiders will hold the "First aid at work" certificate 3 day course.
- Arrangements will be made to ensure holiday cover for First Aider absences.

EMERGENCY PROCEDURES

Procedures at the scene of the emergency will be dependent upon the situation (See FEP)

- The Fire Safety Coordinator or Deputy should take control. The first priority is the safety of people. No risks must be taken to protect/save property

- Where necessary when evacuation of the site is required, the alarm will be sounded and the evacuation procedure as for fire will be followed
- If necessary the emergency services will be summoned by the Fire Safety Coordinator or Deputy.

REPORTING PROCEDURES

In the event of an emergency or accident occurring, the following procedures must be adopted:

- In the event of any fire occurring, the Fire and Emergency Coordinator must be informed even if this was put out immediately
- The Emergency Coordinator or Deputy will alert the emergency services as appropriate using the 999 system and give a view of the nature and scale of the incident
- Refer to the emergency telephone list
- The scene of the incident must not be disturbed until the arrival of the Site Manager and photographs have been taken. Note the H&S Director and Health & Safety Executive Inspector may wish to examine the scene, so contact the H&S Director before disturbing the area.
- All uninjured witnesses to the incident must remain on site until statements have been taken and permission to leave is given by the Safety department representative
- Sites should then comply with the procedure for Accident Reporting.

POST INCIDENT ACTION PLAN

The safety of people, including the general public, is paramount.

In any emergency:

- Evacuate the building in accordance with the rehearsed procedures
- Conduct a roll call and advise the person in charge of the emergency teams of any persons not accounted for
- Persuade non-essential personnel to go home but keep a multi-service unit/clean-up gang, depending on the nature and magnitude of the emergency
- Establish an emergency management team who should then contact their families to confirm their safety and explain the need for them to remain on station.

Fire Safety Management

A FRA will be provided by LBC for the Construction phase of works (if applicable) are as follows:

- Inclusion of wireless fire alarm system
- Location and selection of fire points
- Haki stairs to be wrap in a netting with a min 30min fire resistance

Emergency Lighting

LBC will be responsible for maintenance, testing of 110v the emergency lighting throughout the project duration will be with the until the permanent scheme is installed and handed over

Fire emergency action plans and drills

Fire evacuation drills must be carried out at 6 monthly intervals and recorded for each of the sites occupied by LBC staff, simulating conditions such as might be found in a fire. The objective of fire evacuation is to test systems and procedures; however, drills must be planned and managed in such a way as to ensure the safety and wellbeing of staff and visitors.

Fire safety training

Fire safety training is a statutory requirement of article 21 of the RRFSo that all staff without exception and the nature of their duties receive instruction, training and information as regards the fire safety procedures that are in operation within LBC.

LBC will provide:

- Fire Safety Induction Training (Statutory)
- Annual Fire Safety Awareness training (essential training days)
- Annual Fire Safety Awareness electronic on-line assessment
- Fire Warden Training
- Nominated Person Training
- Site specific training can be delivered by the H&S Department on request.
- No staff member should go without fire safety training for a period longer than 12 months either face-to-face or e-assessment.
- Training records are kept centrally within H&S Department

Hot work

To achieve a satisfactory standard of care and supervision a formal written permit to work system is in force under a competent supervisor with the authority to ensure compliance with the procedures. Consequently, these recommendations comprise overall advice together with a Hot Work Permit, which is accompanied by a checklist of the more obvious precautions.

General Precautions:

- Hot works should only be authorised where a safer method of work is not available
- Hot works should only be carried out by competent person
- Wherever possible, items to be the subject of hot works should be removed to a safe area designated for that purpose
- A trained person, not directly involved with the work, should provide a continuous fire watch during and after each period of work to detect and extinguish any incipient burning in the work area and in all adjacent areas to which sparks and heat may spread. These could include the floors below and above, and areas on the other side of walls from where the work is being carried out.

Before any attempt is made to start the proposed hot work, The Regulatory Reform (Fire Safety) Order 2005 requires the responsible person to carry out a formal fire risk assessment and the result recorded. The assessment should take account of the impact that a fire might have on surrounding projects and people and to assess the possible consequences of the operation.

Maintenance of Fire Fighting Equipment

Project Team is responsible for ensuring that Fire Fighting Equipment is provided and correctly positioned in accordance with BS 5306: Part 8, 2012 with the assistance of the Health and Safety department, Fire Extinguishing Installation and Equipment on Projects' Selection and installation of portable fire extinguishers. Records of FFE and locations is recorded.

Nominated Persons and Fire Wardens are responsible for ensuring that Fire Fighting Equipment is unobstructed and operable. Monthly checks are to be carried out and recorded by Fire Wardens to ensure that equipment is located in position and that it is operational.

8.11 Working at Height

- Working at Height risk assessments will be completed, and a suitable means of access described in the task specific method statement for implementation during the work
- All scaffolds will be in accordance with TG20:13 for standard scaffold or subject to specific scaffold design where scaffold is non-standard (if applicable in the demolition phase)
- Any work requiring temporary access equipment will be assessed and suitable controls identified and implemented
- Records of design and inspection will be retained on site for the duration of the work, including compliance certificates, handover certificates and inspections.

8.12 Lone Working, Vulnerable Persons and Aggressive Behaviour

- Lone working may be required but will be subject to a lone worker risk assessment
- LBC operate a 'Zero Tolerance' policy in relation to violence perpetrated against its personnel, incidents will be reported to the police in the first instance followed by the client. Any person who suffers physical or verbal abuse will immediately leave the area and report the incident internally.
- Vulnerable and elderly members of the public will be dealt with sympathetically and inconvenienced as little as possible.

8.13 Manual Handling and Lifting Devices

- Any requirement for large, heavy or awkward loads to or from site will be addressed within RAMS
- Manual handling will be the last possible option for movement of any such loads; it is the policy of LBC to employ mechanical lifting devices where possible. This includes the use of HIABs for loading and offloading materials
- In all cases where manual handling is needed, assessment of the weight and nature of the load will be undertaken prior to commencing a lift, lifting teams will be set up as needed and only manual handling trained personnel will complete the task
- Lifting equipment (e.g. cranes) will only be used when a specific lifting plan is in place. This includes ground conditions surveys and tandem lifting.

8.14 Biological and Physical Agents

Biological hazards including leptospirosis (Weils disease), legionnaires disease, anthrax, HIV, hepatitis, cryptosporidium, E-Coli and other agents may be present during the demolition works. "It is the client's responsibility to advise LBC of any such presence" the client has provided you with an initial soil investigation report where necessary the PC will be responsible for the possibility of re-assessing the site and risks due to the duration of the original investigation and start on site:

- A visual inspection will be undertaken to identify any potential risk areas such as infestation
- Information provided by the client in connection with at risk properties will be reviewed
- Sources of infestation will be eliminated where possible, usually in conjunction with the client
- Personnel are advised to wear the appropriate as specified in the task specific method statement
- Personnel are advised to keep themselves and their workplace clean
- Staff must cover cuts and abrasions on the body during completion of the work
- Any sharps discovered prior to, or during completion of the work are removed.

Physical agents such as noise and vibration are managed specifically in accordance with the Noise at Work and Vibration at Work Regulations in that specific risk assessments of the presence and quantity of hazard are assessed and suitable control measures put in place to mitigate risk.

Specific controls include:

- The replacement of tooling with less harmful alternatives.
- Isolating personnel from the sources of harmful noise.
- The operation of vibration tooling within published vibration thresholds.
- Health surveillance and operator monitoring as necessary
- The provision of personal protective equipment suitable for the task and plant being used.

8.15 Confined Space Working

Any work in spaces classified as confined will be subject to a specific risk assessment. This could include rooms and roof spaces depending on the work being carried out and other environmental influences such as the restriction of access, a lack of limited free flowing supply of breathable air, the presence of dangerous gases, vapour/fumes or areas subject to

excessive temperatures.

- Where possible, confined space working will be avoided or personnel substituted by mechanical means
- If unavoidable, a specific safe system of work will be defined within a method statement, submitted by the specialist contractor for review and acceptance by LBC
- Breathing apparatus and gas monitoring equipment, accident and emergency procedures and rescue equipment are the minimum requirements to be implemented prior to work commencing
- A permit to work system will be operated for any such work
- All persons involved in confined space working will be trained and competent; records will be checked and held on site prior to work commencing.

8.16 Personal Protective Equipment

- Standard items of PPE include safety footwear and high visibility jacket or coat, head protection, hearing protection, gloves and eye protection
- LBC specify that PPE must be worn as specified in the site rules and task specific risk assessment/method statement for the work
- LBC will ensure the compatibility of PPE to maximise user protection in all circumstances
- The specification for PPE in site documentation will be by manufacturer, model name and number, not just by EN number. This is to ensure that the specified PPE is utilised and not substituted for an inappropriate or cheaper option during the process of the work
- Failure to wear appropriate PPE could result in removal from site.

8.17 Sun Safety

- Members of staff on site receive regular toolbox talks, of which a toolbox talk 'Sun Safety' is included
- Welfare facilities with fresh drinking water is provided on all LBC sites as part of the welfare arrangements
- Members of staff on site are encouraged to cover up during hot, sunny weather, apply Sunscreen, take regular breaks in the shade and ensure they drink plenty of liquids. They are also encouraged to seek medical advice from their GP if they notice moles changing shape, colour or become itchy.

8.18 Competency of Personnel

LBC provides such information and training as is necessary to enable all employees to carry out their duties without risk to the health and safety of themselves and others.

- Only suitably trained and qualified personnel will be employed
- All personnel undertaking work on behalf of LBC will be required to provide evidence of appropriate competencies for each task (e.g. CSCS, scaffold erection, Gas Safe etc.) Records of checks and actual competencies will be maintained on site
- Competence assessments and training needs are identified annually by Line Managers
- The provision of project specific training will be co-ordinated by the Training Department.

8.19 Housekeeping and Personal Safety

- All sites will be kept tidy and free from slipping and tripping hazards. Debris will be cleared and removed from the work area regularly throughout the day
- Items of materials found to be surplus will be removed from site or secured to prevent vandalism, theft and misuse
- Deficiencies in house-keeping will be rectified immediately to ensure compliance with waste management regulations in regard to the escape of wastes
- LBC encourages the use of its "Don't Walk By" philosophy for all staff to deal with immediate safety problems and gives confidence that their views will be given serious consideration without recrimination.

8.20 Arrangements for Monitoring (Site Inspections and Checks)

LBC operates an inspection policy that ensures all inspections are recorded and results reviewed as part of the monthly Safety and Environment Meetings. Inspections include the activities of subcontractors.

The LBC site management team will monitor the health & safety working practice of direct employees and sub-contractors daily. The Site Manager will undertake a formal health, safety and environmental inspection on a weekly basis and record findings on the weekly SM inspection sheet.

Formal HSQ&E audits and inspections will be carried out by the H&S Manager or his nominated representative .

The H&S Manager and HSQ&E advisor will conduct regular surveillance visits to site.

Senior Management will conduct regular surveillance visits to site.

LBC will encourage joint inspections with the Client and its subcontractors during the course of this contract. Records of inspections and audits will be retained on site and on LBC online database.

8.21 Statutory Inspections and Improvement Notices

Following any HSE and other enforcing authority visit or inspection, LBC will record improvements required, developing an appropriate action plan and ensuring that action is managed to an acceptable conclusion. All contact with enforcing authorities is reported upon at Board level meetings. The Client will also be notified as soon as possible.

8.22 Drugs and Alcohol

LBC operates a 'zero tolerance' policy in relation to the consumption of drugs and alcohol by its employees and sub-contractors whilst at work. Any member of staff arriving for work, considered to be under the influence of any substance, will not be allowed to continue to work and could face disciplinary action.

8.23 Site Security

In order to comply with the Construction (Design and Management) Regulations 2015 LBC have a duty to 'take reasonable steps to prevent unauthorised access to the site'.

The Project Manager will undertake a survey to assess the risks to security with regard to the location of the site and complete the 'Site Security Plan'. The LBC HSQ&E Department can be called on for advice or assistance in completing the security plan.

Objectives of this Construction Management Plan:

- To protect the public from inadvertently or purposely entering the project site and being injured
- Ensure timely response of emergency responders in the event of an emergency call
- Secure on-site materials, equipment, plant and tools
- Support safe and efficient transportation of materials, equipment and personnel on and off the project site
- Control site access and limit vehicular traffic

Implementation Measures	Yes	No	N/A	Comments
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YMCA Phase 2 Demolition & Construction Management Plan

Has a risk assessment been undertaken regarding the site location, vulnerability & potential for unauthorised entry? Things to consider in assessing risks <ul style="list-style-type: none"> Is the site near any schools Is the site on the route of children walking to school Is the site in an area known for having a high crime rate Is the site near any facilities which may house vulnerable persons who may unknowingly access the site Is the site near a sports venue liable to attract large crowds 	✓			
	The location is considered medium risk due to the following – <ul style="list-style-type: none"> ➤ Large adjacent neighbouring residential buildings ➤ Adjacent Residential Housing ➤ Local Businesses ➤ Ricards Lodge High School, Lake Road, Wimbledon. SW19 7HB ➤ Poplar Primary School, Merton Park, London SW19 3JZ ➤ Adjacent and potential construction sites. 			
Site perimeter hoarding/fencing?	✓			2.4m Hoarding will be erected in line with local authority requirements lit and maintained in good order.
Is the perimeter hoarding/fence adequate? (posts set in concrete, adequate height etc)	✓			LBC Ltd to manage this as per design
Will/Is the entire site perimeter enclosed?	✓			LBC Ltd to manage this and checked before closing up for the evening or weekend
Site guarded 24 hours?		✓		CCTV System
Night patrols?	✓			CCTV System
Daytime security?		✓		LBC Ltd to manage this with the manned gatemen and delivery team on site
Card access system / Turnstile?	✓			Facial Recognition Turnstile to be installed for pedestrian access
Manned sign in procedure?	✓			LBC Ltd to manage this
Site entrance and perimeter monitored by security personnel?	✓			LBC Ltd to manage this
Video surveillance in critical areas?	✓			Cameras to be installed in areas to prevent theft
LBC company equipment inventory?	✓			LBC Ltd to manage this
Offices, sufficient doors and locks, and vandal proof shutters on windows?	✓			Through the ground works stages of the works a self-contained welfare (Oasis Type Units) with anti-vandal doors and windows will be used onsite. Once the gantry system has been constructed then the welfare will be moved onto the gantry with lockable doors preventing access

Sufficient lighting to illuminate critical areas of the site, including office areas and storage facilities?	✓			LBC Ltd to manage this
Are lighting power sources are well secured?	✓			LBC Ltd to manage this
Will/Is employee parking located outside of the site perimeter?		✓		LBC to inform staff, visitors and contractors of the no parking onsite arrangements and off them either local NCP or travels arrangements that fit into our green initiative
Deliveries coordination?	✓			24 hour notice for deliveries via LBC Ltd 'Booking' system. Due to the tight site restrictions any unplanned delivery will be sent away
Delivery area separate from the main works?		✓		As per logistics plan however we aim to load and unload the materials on site
Responsible for delivery/material removal coordination?	✓			LBC Ltd to manage this via LBC Ltd 'Booking' system
Do site personnel understand company policies regarding criminal activity and have they been asked to assist with crime prevention efforts?	✓			Information given and agreed at site induction
Have residential and business neighbours have been asked to assist with crime prevention efforts?	✓			Pre-start introduction meeting and letter drop to adjacent neighbours, businesses and contractors. A quarterly newsletter will be issued to update progress and issues to all neighbours.
LIST ANY CONTRACT SPECIFIC SECURITY REQUIREMENTS FOR THE PROJECT:				
None				

The purpose of the plan is to;

- Protect the public from inadvertently or purposely entering the project site and being injured
- Ensure timely response of emergency responders in the event of an emergency call
- Ensure the security of on-site materials, plant and tools
- Support safe and efficient transportation of materials, equipment and personnel on and off the project site
- Control site access and limit vehicular traffic.

If required by the site the person responsible for security will be identified on the 'Project Directory' that can be found in of this plan.

8.24 Confidential Reporting of Safety Breaches

- LBC strongly promotes open discussion between all levels of personnel on site and the reporting of hazards and breaches of safe systems of work through its Line Managers and HSQ&E Department
- Staff are encouraged to report incidents or hazards confidentially. This is widely publicised by posters throughout the company, which detail the nominated Staff Safety Representatives. These are members of staff who can discuss matters in confidence and represent the staff on matters of safety and health
- During completion of the work, any employee with concerns regarding safety is encouraged to utilise the widely publicised 'don't walk by' principal, in that they stop work, discuss the problem with their colleagues/management and resolve the problem prior to recommencing work

- Problems which cannot be resolved using this process, are escalated through the safety and line management chains for resolution prior to recommencing work.

8.25 Site Unsafe Action/Condition Notification

If any sub-contract employee is in breach of any of the site rules, then LBC will notify the sub-contractor in writing on our standard Yellow/Red Disciplinary Action Notification, and a copy sent to HSQ&E Director. LBC will require that those personnel involved be reprimanded or, in the case of a serious breach, be removed from site.

8.26 Reporting of Accidents, Incidents and Near Misses etc.

- All accidents, dangerous occurrences, incidents (including environmental) or near misses no matter how trivial they appear, must be entered on the LBC database
- All incidents will be reviewed on a regular basis with Medical Treatment injuries being reviewed within 3 working days
- The Project Manager and the HSQ&E Department will manage investigations of accidents/incidents reported in accordance with LBC 'Accident and Incident Reporting Procedure'
- The Client will be informed of all accidents and incidents as soon as possible
- The Health & Safety Executive, Environment Agency or other enforcing body, will be notified in accordance with the company's statutory obligations and reporting procedure
- Incidents involving sub-contractor employees will be reported to LBC' Site Manager by the supervisor of the employees concerned, as well as complying with their own company procedures
- The sub-contractor company will be responsible for completing, sending to the HSE and providing LBC with a copy of the 'Notification to the HSE', Form-F2508, where necessary
- Safety briefings and alerts are used to communicate safety information arising from accident/ incident investigation via the LBC HSQ&E monthly cascade briefing, email and notice board system.

"The Health & Safety Executive, Environment Agency or other enforcing body, will be notified in accordance with the company's statutory obligations and reporting procedure"

8.27 Environmental Management (General)

An Environmental Aspects and Impacts assessment has been undertaken as part of the Site Health, Safety and Environmental Assessment. Control and mitigation measures that LBC will undertake form part of this document. The requirements of identified control measures will be included in task specific method statements.

8.28 Construction Waste Management (Control and Disposal of Waste) See SWMP Appendix 3

A Site Waste Management Plan (SWMP) will be prepared prior to the commencement of the project. All waste materials must be appropriately disposed of i.e. suitable skips provided.

The site will make arrangements for a suitably qualified Waste Management Company to handle and transport the waste from site. These details will be noted in the SWMP and the site will ensure it has copies of the appropriate licences and permits before any waste movement is allowed.

Staff will be briefed on the SWMP arrangements as part of the induction.

To prevent waste escape all skips/waste containers will be inspected to ensure that they are in good condition and fit for purpose; they will be kept closed/covered and never over filled.

The following demolition waste streams should be segregated wherever possible:

- Inert (rubble, concrete, bricks, blocks, tiles)
- Timber
- Plasterboard
- Packaging (cardboard and plastics)

- Hazardous waste (fluorescent tubes, waste paint, mastic containers)
- Scrap metal
- Waste Electrical and Electronic Equipment (WEEE).
- Asbestos Containing Materials

Non-segregation of waste and the use of general mixed-waste containers shall only be permitted when there is restricted space or access to the site.

Staff will be instructed to never mix non-hazardous and hazardous wastes. Monitoring will be implemented to ensure that this requirement is complied with.

To limit the attraction of vermin, skips/bins will be emptied regularly, especially those containing food waste.

Waste left lying around the site may be deemed as safety risk, fire risk or an environmental risk and will be considered a breach of the specific Environmental and Health & Safety Rules

Waste will not be taken from site without a waste transfer note or, in the case of hazardous waste, a consignment note.

8.29 Nuisance, Dust, Noise & vibration, NRMM Monitoring and Control Measures (See attached Appendix 5)

8.29.1 Nuisance

Nuisance for the purposes of this document is broken into four sections, namely Dust, Noise, and vibration. The following sections detail activities and control methods to be implemented on the project.

8.29.2 Dust/Air Quality

An Air Quality Assessment was undertaken to quantify the potential impacts on local air quality associated with the demolition, earthwork, construction and operation of the proposed development. This was completed by XCO2 in May2017. It is noted that during the Construction phase the site has the potential to generate dust nuisance beyond the application boundary. However, through the implementation of a Dust Management Plan, the impacts will be effectively minimised and are unlikely to be significant.

ASSESSMENT OF DUST RISK PRIOR TO MITIGATION

A summary of the potential risk of dust impacts prior to mitigation, based on the high sensitivity of the area to human health impacts and dust soiling impacts is presented in Table 5Table 5.

Table 5: Risk of Dust Impacts Prior to Mitigation

Dust Source	Emission Magnitude	Human Health Risk	Dust Soiling Risk	Overall Risk
Demolition	Small	Medium	Medium	Medium
Earthworks	Small	Medium	Medium	Medium
Construction	Small	Medium	Medium	Medium
Trackout	Small	Low	Low	Low

Appropriate preventative measures to control dust emissions can significantly reduce the potential for dust generation. A robust site-specific dust mitigation strategy that follows the Greater London Authority Supplementary Planning Guidance and is in compliance with Mayor Of London Control of Dust and emissions SPG July 2014, can be

found in Appendix 5; this will be adhered to at all times and briefed to all workers on induction and via Tool box talks. The table below outlines how we aim to avoid impacts rising from dust that could affect our neighbours and the local environment. 24hr Environmental monitoring in the form of 2 electronic devices for dust / noise / vibration, will be deployed around the site. Data will be collated each month by Galcross Engineering Ltd with a written report issued to LBC and will then be issued to Merton Council's Land, Water and Air Team. All required actions will be taken to ensure compliance with guidelines set down in the "London best Practice Guidance for the control of dust and emissions from construction and demolition". The locations for the monitors are noted as the North and West Boundaries. The monitoring will be carried out using the Air Mite monitoring controller system with Data Logging connected to an internal site monitoring system, The Air Mite has real time monitoring and works on a portal and if the system reading are in danger of exceeding the trigger value of 250µg/m³ an email alert is sent to the Project manager and the site management team. The reading can be taken each second and will be set up to take reading at 15-minute interval following the guidelines in section 6 of the Mayor Of London Control of Dust and Emissions SPG July 2014. If the trigger value is exceeded (250µg/m³) the site management team are notified immediately by email, all works on site will be stopped immediately and an investigation carried out to find the source of the issue and mitigation/control measure introduced to ensure compliance. Merton Council Land, Water and Air Team will be notified with the updated monthly report

Risk	Mitigation
Construction Traffic	<ul style="list-style-type: none"> - All construction traffic will follow specifically designated routes - Speed limits will be put into place on site for all vehicular movements - All vehicles carrying loose material will be covered - Wheel wash facility to be used for vehicles leaving site
Highways	<ul style="list-style-type: none"> - Where appropriate, use of road sweepers will be incorporated to ensure highways remain clear of dust and mud - Road edges and pathways will be swept by hand and damped down as necessary
Stockpiles	<ul style="list-style-type: none"> - To be sealed or sprayed as required - Location of stockpiles away from any sensitive receptors
Dust Suppression	<ul style="list-style-type: none"> - Mobile bowsers to be deployed on site at regular intervals. Activity to be increased during significantly dry and windy periods - Where necessary, use of hoardings to be considered to ensure reduction in dust migration. - Deliveries of significantly dusty materials to be sprayed to reduce dust potential. - All cutting and grinding operations to be conducted in ways to reduce risk of dust migration (wet cutting techniques etc.)
Monitoring	<ul style="list-style-type: none"> - Ongoing monitoring to be undertaken by site personnel on regular basis, both on and off site to ensure no migration of dust - Regular liaison with the Council EHO and Client to be undertaken throughout the project. - Regular reviews of mitigation methodology to be undertaken by Safety & Environment Manager and Project Manager

8.29.3 Noise & Vibration

24hr Environmental monitoring in the form of 2 electronic devices for dust / noise / vibration

Noise restrictions in place outside

08:00am – 18:00 working hours - Monday to Friday

08:00am – 13:00 working hours – Saturdays

As per phase 1 Construction a voluntary Section 61 noise agreement will be entered with excessive noise work will be undertaken on the basis on 2 hours on and 2 hours off. Noise has the potential to cause disturbance, given the location of the nearby sensitive receptors, it is essential that the works comply with the conditions which have been laid out by the developer and the Council. The following hours will be requested:

- Monday to Friday 8am - 6pm and Saturday 8.00am - 1pm
- No working on Sunday, Bank holiday or Public holidays.

Work may be permitted outside of these hours in exceptional circumstances and only by prior agreement with the Council.

Noise and vibration will be managed by applying best practicable means as defined under Section 72 of the Control of Pollution Act (COPA) 1974, to all activities, including the following:

- Carefully select equipment and construction methods to reduce noise and vibration.
- Use of hoardings or screens as noise barriers.
- Locate plant as far as reasonable practicable from receptor.
- Ensure that plant is shut down when they are not in use.
- Construct temporary infrastructure (e.g. haul roads) of materials that minimise noise and vibration.
- Monitor the noise levels regularly to confirm the noise level of site activities.
- Include noise minimisation practice in induction.
- Liaise with the community to provide information of the noise work activities and their durations.
- Arrange delivery times to suit the area.

8.29.4 NRMM Monitoring and Control Measures

LBC will ensure all works carried out on site are following Non-Road Mobile Machinery (NRMM) Practical Guide, September 2017. The Project manager on site will manage the NRMM requirements. This will be completed through the following steps.

- 200 The Broadway construction will be registered with the Pan London NRMM register
- Each tender with NRMM requirements will be issued with the NRMM Practical Guide as a compulsory compliance document.
- The Project manager will check NRMM as it arrives for all relevant, sate of machine, Leaks, Mirrors, Test Certificates, Emissions, Fit for purpose.
- The Project Manager will reject the Machine if not in full compliance.
- If accepted the Project Manager will add machine to the site inventory NRMM plant on site.
- The Project manager will ensure that the NRMM online register is kept up to date.
- The control measures for working in or around the machine will be notified to the site operatives via Toolbox talks and the daily activity briefing held on site.
- The NRMM Register will be checked with each Site Safety Audit by the visiting Health, Safety and Environmental Manager to ensure compliance. (See appendix 5 - Monitoring Checks)
- Any required maintenance will be notified 3d in advance.

8.30 Pollution Prevention and Fuels Storage

Oil and fuel storage requirements will be identified and assessed with storage being carried out in compliance with section 6.2.2 '*Storage of Fuel, Oil and Chemicals including Refuelling Operations*'.

To ensure contamination does not arise all fuel bowzers will be banded to 110% of their capacity; all re-fuelling will be undertaken at a designated location on site and services of mobile plant will only be permitted on site in exceptional circumstances.

8.31 Water Pollution Prevention

The Project Manager will ensure the consultation with the local sewerage undertakers and the relevant environmental agencies has been undertaken to ensure that all necessary permissions / discharge consents are obtained prior to discharge of water from site.

In relation to the discharge of water to a storm drain the application of defined best practice is required rather than a permit.

The HSQ&E Advisor will confirm whether the site is located in a Source Protection Zone.

Consideration must be given to the existing site conditions, i.e. permeability of soils and presence of aquifers and abstraction boreholes.

8.32 Ecology Protection

If any other protected species or habitat is discovered, the works will stop and suitable and appropriate professional advice will be sought (e.g. ecologist, licensed volunteers, LBC HSQ&E Director).

Where work in a sensitive area or with a protected species is required, the instructions detailed by the ecologist will be followed.

8.33 Contaminated Ground

Contaminated ground will be managed in accordance with all latest regulations

If during site demolition unexpected contaminated ground is encountered, work in the area will stop immediately. The area identified will be quarantined to prevent access. The Project Manager will seek advice from the HSQ&E Director.

8.34 Archaeology

The site is not of archaeological importance.

If during development of the site unexpected finds are discovered then all works in the area will cease immediately. The Project Manager will advise the local Planning Authority, seek expert advice and report the find to the HSQ&E Advisor.

Refer to procedure for further guidance on the process of ensuring that a full evaluation of a site's archaeological and cultural heritage potential is undertaken and that, as appropriate, measures put in place to ensure legal compliance.

8.35 Heritage / Conservation

The site is not in a conservation area.

8.36 Vermin Control

To ensure vermin do not become an issue on site, all contractors working on site will be expected to maintain a high standard of housekeeping.

In all instances where vermin is identified/observed on site, specialist contractors will be appointed to deal with the problem.

Method statements will be obtained from the contractor appointed prior to work being allowed to commence.

All wastes generated from the vermin control activities will be collected and deposited in specific waste collection skips.

Measures will be employed to discourage and prevent vermin from returning to site. In the case of pigeons, windows and openings to vacant buildings to be refurbished will be sealed.

8.37 Noxious

None

8.38 Environmental Incidents and Complaints Notification

All environmental complaints and incidents will be documented and recorded on FRM-3103 in accordance with LBC Environmental Accident, Incident Emergency Procedure by the Site Manager.

The Site Manager will communicate the complaint or incident to the Project Manager and the HSQ&E Director. Refer to procedure 'Environmental Complaints' for guidance regarding the receipt and review of environmental complaints.

8.39 Statistical Controls

Statistical techniques in terms of measuring productivity are not applicable to the nature of work. However statistical techniques are used to manage accident trends, frequencies and non-conformance data for performance improvement purposes.

Should any other form of statistical analysis become necessary contractually, or possible within the business, then these will be applied to the project.

8.40 Handover

- Tools and equipment will be secured at the end of each day
- On completion of the work, the LBC Site Manager (on behalf of the Project Manager) will formulate detailed handover information containing the relevant data required from the health and safety file, to enable the Client to accept the completed work

9.0 PERSONNEL

9.1 Induction Training

Before starting work on site, all personnel working on site (whether direct or contract employees) are required to attend a health, safety and environmental induction course given by LBC. At these inductions, details of the site specific health and safety rules, other health, safety and environmental related items will be discussed. Records of all inductions will be retained by LBC.

LBC recognise that various categories of personnel working on construction sites present an increased risk to their own safety and that of others. These include; young trainees, visitors, and non-English speaking personnel.

For further guidance refer to Health & Safety 'Risk Assessment Procedure'.

The LBC Site Manager will refuse access to any person not inducted.

9.2 Information and Training

All personnel will be required to participate in site specific training which may be required by LBC or the Client. LBC will ensure that any specific training identified is carried out and that training certificates are issued (where necessary).

Signs will be erected at the entrance to the site instructing all visitors to report to the site office. A stock of protective clothing will be maintained in the site office and visitors will only be allowed on to site if they have received a visitor's induction, comply with the Site Specific H&S Rules, and are correctly clothed.

Demolition Site Specific Safety Training

The Site Manager will identify LBC individuals who require specific safety training this may include:

- Asbestos Awareness
- Banksman/Slinger (persons to control the movement of vehicles and/or loads)
- Persons to mount abrasive wheels
- Persons working in confined spaces
- Persons working on contaminated land
- Persons authorised to perform isolations
- Persons acting as Fire Marshalls
- Persons trained in fire response
- Persons trained in spill response.

9.3 Other Training

Training as identified specific to the programme or via partnering, local labour/employment arrangements will be built into the programme for the project and undertaken as appropriate.

CONSTRUCTION MANAGEMENT- PLAN – RECORD OF REVIEW OF THE PLAN

SENIOR MANAGER ON SITE TO REVIEW THE CONSTRUCTION MANAGEMENT PLAN EACH MONTH AND RECORD BELOW

[illegible]