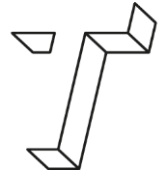


THINK INSIDE

Construction Management Plan




CLIENT
Reflect Group
PROJECT
TI1533 Movia
ADDRESS
Level 1, 1-3 Bakers Road, Uxbridge, UB8 1RG
PROJECT MANAGER
Jared Schmidt
ISSUE DATE
8 th April 2022

REVISION	REV. DATE	PREPARED BY	APPROVED BY
1	08/04/2022	GMG	Katie Stead
2	22/06/2022	Katie Stead	Jared Schmidt
3	08/07/2022	Katie Stead	Jared Schmidt

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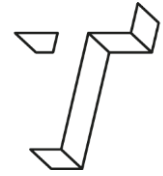
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PROJECT SPECIFICS	
A general description of the type of work activities involved in the project	<p>Internal fit out of 2no new residential demises, inclusive of:-</p> <ul style="list-style-type: none"> ▪ Demise split works ▪ Electrical services ▪ Plumbing services ▪ General finishes (flooring, joinery, decorations)
Details and timescales to complete the project	<p>This project commenced on 22nd June 2022 and run for a total of 8 weeks. Practical completion anticipated on 17th August 2022.</p>
The management arrangements for health and safety	<p>Think – Insides health and safety management system is based on the HSG65 management system model. Our system has been accredited with the Contractors Health and Safety Assessment Scheme.</p> 
Key individuals and responsibilities	<p>Construction Manager:</p> <ul style="list-style-type: none"> • Review Risk Assessments and Method Statements • Undertake site inductions • Update and communicate Construction Phase Plan • Deliver toolbox talks • Report accidents and near misses • Carry out weekly health and safety inspections • Supervise and monitor sub-contractors • Keep Site Noticeboard up to date <p>Health and Safety Advisors:</p> <ul style="list-style-type: none"> • Update on health and safety legislation and best practice • Carry out independent health and safety inspections • Provide competent advice and assistance • Assist with accident and incident investigations

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	<p>Contractors:</p> <p>If safe and healthy sites are to be achieved, Think Inside will need the co-operation of its contractors. As well as their legal duties contractors are required to assist Think Inside by:</p> <ul style="list-style-type: none"> • Informing the Construction Manager of any significant risks that have not been foreseen that the appropriate precautions can be put into place. • Ensuring their employees have received information, instruction and training as is necessary to ensure their health and safety. • Providing the appropriate personal protective equipment. • Providing well maintained plant, tools and equipment. • Cooperate with others and coordinate work to ensure the health and safety of construction workers and others who may be affected by the work <p>Report obvious risks.</p>
Checking the competence of designers, suppliers, contractors and sub-contractors	<p>The procedure for selecting contractors is detailed in Think Inside Management Procedures. Contractors are to be signed up to the appropriate CITB CSCS and/or CPCS scheme; only approved contractors will be used. For the purposes of CDM, a contractor is a company or individual who is providing a package of work including plant and materials to the company.</p>
Procedure for reporting accidents and investigation	<p>Medical treatment shall be sought for injuries sustained, no matter how slight, and appropriate records shall be entered in the accident book.</p> <p>All accidents and incidents, including damage to property belonging to Think Inside or others, shall be reported to Construction Manager who shall instigate an initial investigation as soon as is practicable as to the cause of the incident.</p> <p>The Construction Manager shall introduce where appropriate immediate corrective actions to avoid recurrence of the incident.</p> <p>The site incident investigations shall be completed within a reasonable time frame, any investigation extending beyond two working days must be reported to the Health and Safety Advisors</p> <p>Note: In instances where a major incident has occurred, the services of the company external safety consultants should be sought to assist in the accident investigation if required.</p> <p>All injuries, diseases or dangerous occurrences suspected of being covered by RIDDOR 2013 must be notified to the relevant enforcing authority and appointed Construction Manager as soon as is practicable.</p> <p>Records of accidents, direct employee plus sub-contract personnel numbers are to be prepared monthly for Company safety performance measurement</p> <p>A toolbox talk is to be carried out by the relevant contractor post-accident.</p>

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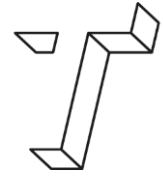
Construction Management Plan



CONSTRUCTION MANAGEMENT PLAN	
INTRODUCTION	<p>The purpose of this document is to outline the procedures and standards that are expected while construction and refurbishment sites are operating within London Borough of Hillingdon.</p> <p>The environmental impacts of the construction work have been considered as early as possible in the project and adverse impacts are identified where possible, measures are detailed to offset or reduce them and have been detailed in this document.</p>
COMMUNITY LIAISON AND CONSULTATION	<p>This site is categorised as C under the COP for Deconstruction and Construction Sites.</p> <p>The Principal Contractor (Think Inside) have identified neighbours and interested parties both residential and commercial, specifically:-</p> <ul style="list-style-type: none"> ▪ Residential neighbours (directly above & throughout the building) ▪ MoreYoga ▪ Amplifon ▪ Barber Station. <p>Think Inside will consult with these parties throughout the duration of the project, with letter drops, emails and, where necessary, face to face meetings.</p> <p>Regular communication with neighbouring parties will be maintained throughout the duration of the project. Signage will be positioned at the entrance of the demise (Level 1), detailing site information and relevant contact details for general queries as well as a complaints procedure.</p>
NOISE & HOURS OF WORK	<p>The Principal Contractor shall adhere to noisy working hours restrictions on site.</p> <p>‘Standard’ hours permitted for noisy work are the following:</p> <ul style="list-style-type: none"> • 08:00 - 18:00 hours (Monday to Friday) • 08:00 - 13:00 hours (Saturday) • Works audible at the site boundary are not permitted on Sunday, public or bank holidays. <p>Working hours may be undertaken outside of the above set times however Think Inside will ensure no noisy works are carried out.</p> <p>Noise and Vibration Monitoring Regimes and Limits</p> <p>It is considered that an internal noise level of 65 dBA or above is likely to cause annoyance and interference to all occupiers. No works over 65dBA are anticipated during this project.</p>

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Air Quality	<p>All activities which create dust or fumes will be strictly controlled and will not be carried out outside of the site demise.</p> <p>Think Inside will ensure suitable extraction is fitted to tools, segregation of the task will be put in place and restriction of access instigated. Dust will be prevented by using wet cutting and vacuum extraction on tools, instead of sweeping. Wetting down techniques will be used where required.</p>
Contaminated Land	Not applicable – Site is not affected by contaminated land.
Waste and Materials Handling and Storage	<p>Waste will be storage within the site demise, extracted from the building via a wait and load system with a dedicated waste removal contractor and detailed within the Construction Logistics Plan. In summary:</p> <ul style="list-style-type: none"> • All waste management providers are to have Duty of Care Checks conducted and recorded by a member of the Principal Contractors team • Copies of their Waste Carrier Registration Certificates will be obtained and held on file, along with copies of the Environmental Permits and Waste Exemptions for the receivers of the waste • All waste will, where possible, be segregated on site for ease of recording and for general housekeeping purposes • Whilst not anticipated from this project, should any difficult wastes such as tarmac, plasterboard, waste electrical and electronic equipment (WEEE) need to be removed, these must be segregated and removed from site safely and separately. <p>All sub-contractors are to dispose of Hazardous or Difficult wastes from site separately, as directed by Think Inside's site team.</p> <p>Material Storage is covered within the Logistics Plan.</p>
Water	<p>N/A for this project.</p> <p>Should this change, Think Inside will ensure trade effluent is not discharged directly to surface or foul drains.</p>
Sustainability and Preservation	Think Inside have checked to ensure what specific requirements are included in the planning permission.
Light Pollution	<p>The Principal Contractor shall ensure that nearby residents and commercial occupiers are not adversely affected by light pollution from the site, an energy efficient lighting approach is adopted, and lighting does not pose a hazard.</p> <p>No outside site lighting will be required. Should this change, they will be designed to the minimum required to ensure safety and security taking to prevent potential impacts on neighbours.</p>
Problems on Site	If emergency work is required, then the Principal Contractor will contact the London Borough of Hillingdon.

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	<p>In the event of an environmental incident (e.g. a spillage), steps will be taken to prevent pollution, inclusive use of absorbent granules following a chemical spill, turning off equipment or other sources of noise or dust.</p> <p>The Principal Contractor will also ensure that systems are in place to enable problems on site to be identified and ensure that appropriate action is taken to mitigate the problem and the appropriate parties are informed.</p> <p>Full details about the incident and remedial actions will be undertaken by the responsible person (Jared Schmidt) and should be provided to the London Borough of Hillingdon, other relevant authorities and recorded in the site complaints / incidents logbook.</p>
Legislation and Documentation	<p>Think Inside will ensure all appropriate documentation and records relating to this document are available at all times for inspection and review by the London Borough of Hillingdon &/or other authorities and will include:</p> <ul style="list-style-type: none"> • liaison minutes, letters • noise, vibration and dust monitoring results (where applicable) • waste management documentation (where applicable) • Site hours variation sheets • a complaints/incidents log with actions taken.