

Project

BH00XX
Prestwich Travel Hub

Document

Project Execution Plan
(Incorporating the Construction Phase Plan)**Rev B**

Document Control

Issue / Revision
Description:

For Acceptance

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Approval / Acceptance Status

	Title & Company	Name [Print]	Signature	Date
Author:	Project Manager VINCI Building	Adam Lynch	<i>A. Lynch</i>	12 Aug 24
Reviewed:	Contracts Manager VINCI Building	Richard Slater	R J Slater	12 Sept 24
Approved:	Contracts Manager VINCI Building	Richard Slater	R J Slater	12 Sept 24
3 rd Party Approved: (If Applicable)	Client / 3 rd Party			

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Revision History

This document, together with any associated documents, should be reviewed at regular intervals during the project and whenever there is a significant change to the site conditions such as a change in scope, site area, construction methods being used.

This document should be reviewed at least every month or as agreed by the HSEQ advisor in order to maintain its effectiveness.

Record the details of any changes made as a result of these reviews in the table below.

Rev:	Date:	Reason for Review:	Nature of Changes:	Prepared by:	Checked by:
A	12.08.24	For Acceptance	First Issue	A Lynch	R. Slater
B	12.09.24	Client Comment	Compound Logistics Updated.	R. Slater	R. Slater

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1. Introduction and Scope

This document is the project specific Construction Phase Plan (CCP) for the construction phase of the Prestwich Travel Hub project. It will be reviewed every 3 months as the project progresses. It will be made available to all parties involved in the works.

The plan details the management of Health and Safety in accordance with The Construction (Design and Management) Regulations 2015. The individual sections are based on headings detailed in L153, Managing Health and Safety in Construction.

This plan should be read in conjunction with 'The Building Division Guide to Health, Safety, Environment and Quality Management on Site'¹

The SSR for the scheme is Adam Lynch – Project Manager.

2. Project Overview

2.1 Description of the Project

The project is to deliver a new Travel Hub in the center of Prestwich and is the first plot brought forward to construction as part of a wider regeneration scheme. The Travel Hub is essentially a steel framed, new build, multi storey car park with a mixture of masonry including areas of feature masonry, open and feature perforated front facades with a canopy adjoining Fairfax Road.

The car park element has been designed as a VCM (Vertical Circulation Module) meaning there is one continuous ramp thus making the design more efficient. There are a total of 301 car parking spaces of which 31 are allocated for electric vehicles with associated charging facilities. The travel hub will also provide a cycle storage area that can house up to 70no. bicycles.

The project has various constraints, the main ones being the proximity of the tram network and TfGM's assets and near proximity of neighboring community and church buildings, vibration monitoring and open lines of communication will be required throughout the duration of the build.

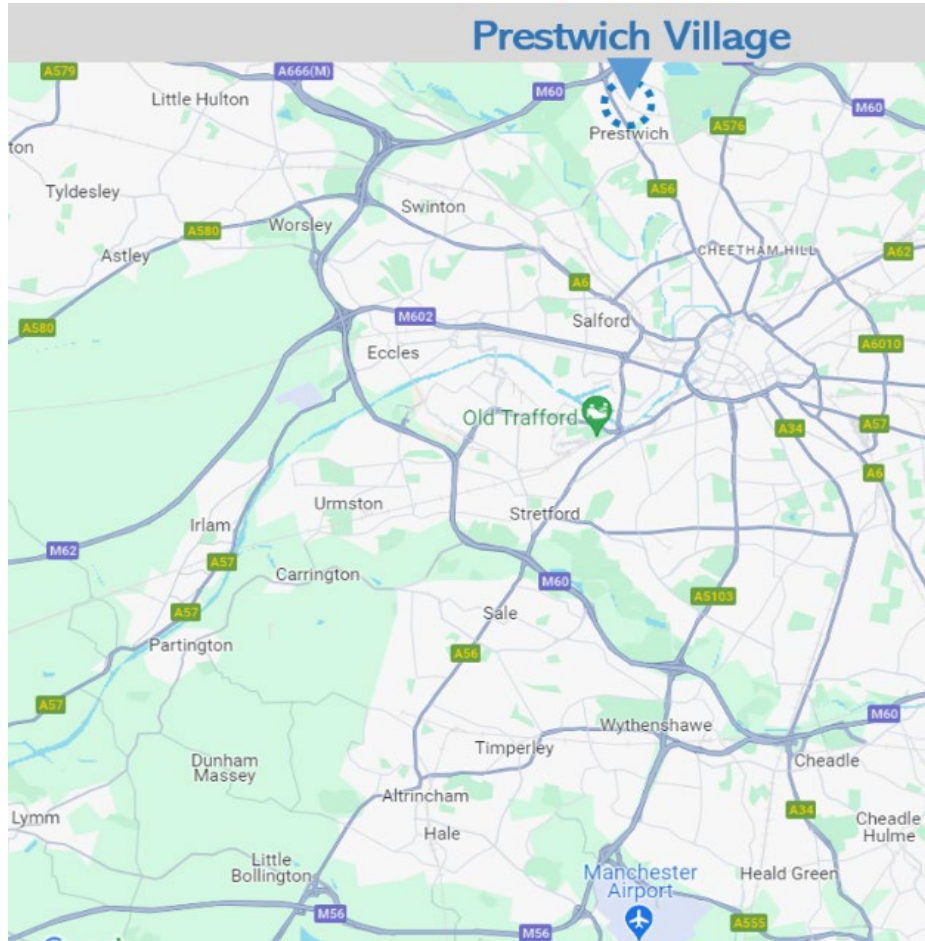
Finally, the scheme will deliver public realm/highways S278 works associated with creating the new bell mouth and entrance to the car park as well as improving the public highway in front of the new Travel Hub on Fairfax Road.

¹ VB-IMS-PR-0001-0003

2.2 Location of the works

The site is located in the heart of Prestwich Centre

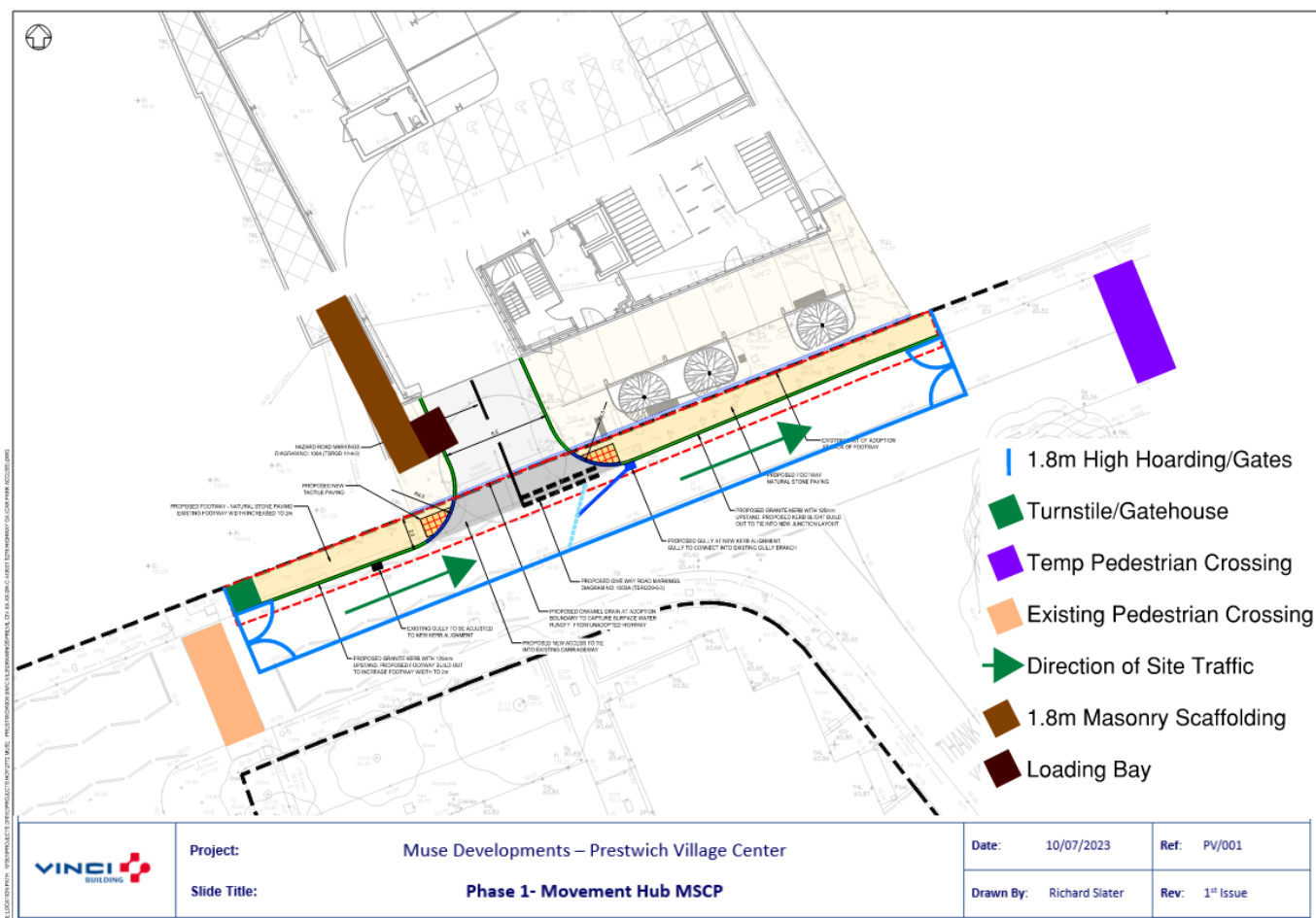
Fairfax Rd, Prestwich, Manchester M25 1AS



2.2.1 Site Access Logistics



2.2.2 Site Access Logistics- Tidal Lane Arrangement.



2.2.3 Site Compound Logistics Plan.



	Project:	Muse Developments – Prestwich Scheme	Date:	12/09/2023	Ref:	PV/001
	Slide Title:	Travel Hub- Site Compound Logistics Plan	Drawn By:	Richard Slater	Rev:	2 nd Issue

2.3 Contract Documentation

Bespoke JCT- MUSE Form.

2.4 Contract Review

- Refer to clarification schedule for specific points of clarification regarding the works.

2.5 Key Project Dates

Archaeology Works Start Date	14.10.24
Enabling Works Start Date	28.10.24
Enabling Works Completion Date	20.12.24
Main Contract Start Date	06.01.25
Project Completion Date	20.03.26

2.6 Key Members of the Project Team

2.6.1 The Principal Contractor

Richard Slater- Contracts Manager- 07792 467813

Adam Lynch- Project Manager- 07711 561104

VINCI Building Ltd

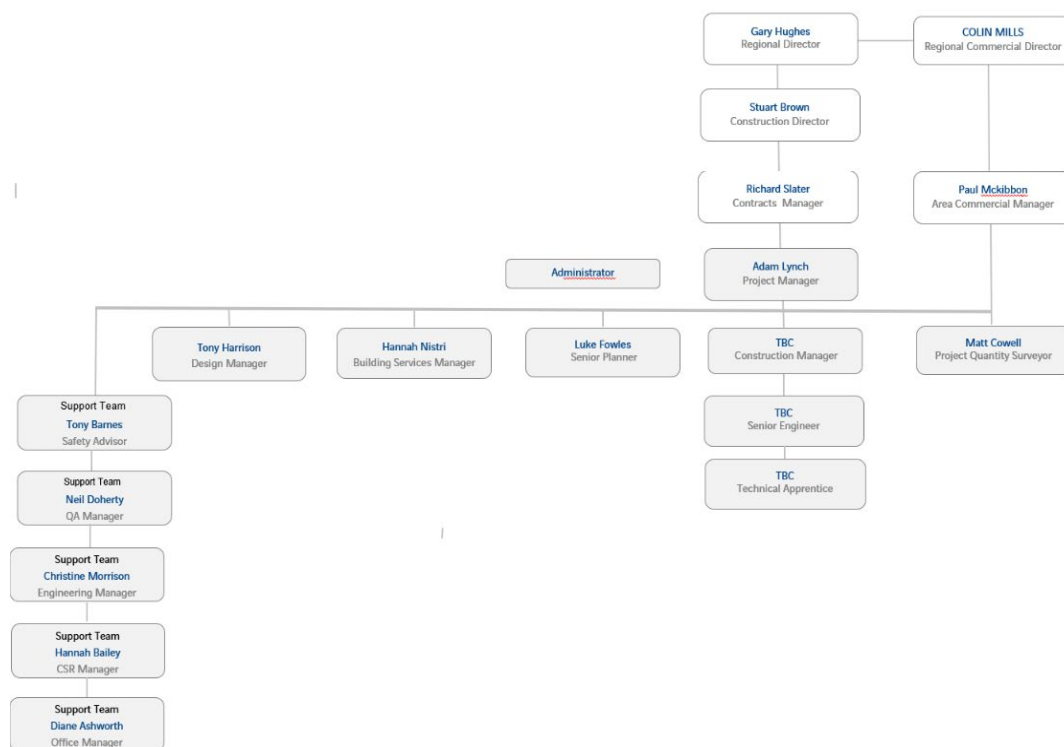
Ditton Road,

Widnes,

Cheshire,

WA8 0PG

Team Organogram



2.7 VCUK Staff

2.7.1 Roles & Responsibilities Matrix

A roles and responsibilities matrix (VB--FR-XXXX-0007) has been completed, identifying the key project staff and their responsibilities/duties. The matrix identifies specific health & safety duties which need to be completed onsite.

The matrix does not remove the requirement to brief individuals on their roles and responsibilities.

Evidence of this briefing for the most important roles (e.g. Temporary Works Coordinator) will be

demonstrated by appointment letters formally recorded on Fieldview.

2.7.2 Competence, Awareness and Training

The SSR will ensure that personnel performing work are competent to conduct the tasks detailed in the Roles and Responsibilities matrix. Any training requirements will be identified at development reviews and will be captured in a Training/ Competency Matrix VB-IMS-FR-XXXX-0008. These can be found on the shared drive and will be regularly uploaded to Viewpoint for wider team review.

2.8 Subcontract staff and operatives

Where specific competencies are required by operatives in order to safely conduct work, or to ensure the correct quality outcome, personnel will not be permitted to commence work on the project until competency has been demonstrated through provision of the relevant competency card.

Individual competency records will be uploaded to the Msite confidential portal prior to start induction as part of the induction process and stored in a secure. The M Site turnstile will then not allow personnel onto site if the competence requirements are not in place or are expired.

2.8.1 The Client / Employer / Project Sponsor

Bury Council

Elizabeth Gudgeon, Major Projects Manager

e.a.gudgeon@bury.gov.uk

2.8.2 Employer's JV Partner

Muse Places

Richard Kelly, Project Director

Richard.kelly@museplaces.com

2.8.3 Employers Project Manager / Agent

CHROMA Consulting

James Royle, Director

jroyle@chromaconsulting.co.uk

2.8.4 Employer's Financial Adviser / Quantity Surveyor

Rhibell

Richard Bellis, Director

Richard.bellis@rhibell.co.uk

2.8.5 The Principal Designer

Project Four Safety

Connor McIlroy, Director

connor@projectfoursafety.com

2.8.6 The Architect

Jon Matthews Architects

John Crellin, Director

jcrellin@jonmatthewsarchitects.com

2.8.7 The Structural Engineer

Civic Engineers

Andrew Elder, Associate Director

andrew.elder@civicengineers.com

2.8.8 The MEP Consultant

Hannan Associates

Jamie Hall, Director

jamie.hall@hannan-uk.com

3. Arrangement for the Management of the Work

The 'Building Division Guide to Health, Safety, Environment and Quality Management on Site' (also known as the Site HSEQ Manual) sets out the standard arrangements for the management of works on all VCUK Building Division projects. Additional requirements due to the project specific risk and contractual requirements are detailed in this section.

3.1 Project Health and Safety Objectives

To support the VINCI Building Business objectives there are annual KPI's to achieve and reach which are recorded and monitored on the Power BI platform.

All accidents, however minor, to be reported, recorded to the Footprint platform and investigated to learn from them and prevent reoccurrence.

Wellness Champion will be appointed who will amongst other responsibilities roll out monthly workshops to the Vinci and Subcontract team.

3.2 Client KPIs

None Advised

3.3 Project Quality *(Building Division Guide to HSEQ Management on Site reference 6)*

VCUK manages Quality in accordance with the requirements of the company business management system 'The Way We Work'. This system is the companies Quality Plan – it details what activities are to be undertaken, by whom, when and by what method/what documentation. It includes the activities that contribute to the required product delivery both in terms of operational (Project site) and organisational (ISO9001) quality management. Key hierarchy documents include:

- Manage Quality Process Map, Integrated Management Standard's (IMS), Divisional Quality Standard's (DQS), Quality Policy, Building Division Guide to HSEQ Management on Site (Section 6 Quality)

Key deliverables that are required on this Project for Quality are:

- Quality Champion Appointment
- Risk and Opportunity Register (Quality section completed)

- ITP Quality Risk Rating Schedule
- ITPs
- Check sheets with associated records e.g. test results/certificates
- NCRs completed fully with evidence attached and closed in timely manner
- Quality task completion in a timely manner
- Product training log (recording CPD sessions)
- 3rd party visits recorded on “record of third party inspection”
- Ensure Company Quality Alerts are checked against/toolbox talked
- Be aware of and check against the “Tips for getting it right first time” document
- Instrument Test Log, Instrument Test Record/Total Station Test Record
- Community Contact and Complaints Record
- Client Satisfaction Survey
- Handover Plan with associated documents including Handover Deliverables

3.4 Passive Fire Protection (PFP)

Passive fire protection should be applied as per the Bespoke Fire engineers RIBA S4 fire strategy and accompanying drawings.

In summary the steel frame will be intumescent coated to provide 60m FR to any elements of loadbearing structure. The escape routes will be compartmentalized on a vertical shaft basis with openings protected via the use of fire stopping materials thus ensuring the FR compartment remains intact. All service penetrations through FR walls and the façade will also be installed as per the architectural info which includes for the provision of a fire wall to stop fire spread to the adjacent building.

3.5 Site Rules *(Building Division Guide to HSEQ Management on Site reference 2.4)*

Site rules have been developed which are specific to this project. A copy of the site rules will be displayed on the site Notice Board and will be included in the site-specific induction.

General rules

- All operatives, visitors and staff must attend an online preinduction and in person site induction (visitor induction where appropriate) prior to entering the site area.
- All operatives, visitors and staff must report their attendance to site to their supervisor or the site management team and sign in and out using the biometric system.
- Mobile phones NOT to be used whilst in control of any plant or machinery.
- The site canteen and welfare facilities are there for all to use. Please look after them. Any vandalism or misuse will result in the person being removed from site and any associated cost charged to the relevant contractor.
- Food is only to be consumed in the site welfare canteen areas.
- No radios or music playing devices are allowed to be used on site.
- Smoking and vaping is NOT permitted on the building footprint and is only permitted in the designated smoking areas
- Pedestrian access is only permitted as stated on the site logistics plan and as displayed on the site notice board. All persons on site or the welfare area must enter and leave via the turnstile.

- IHP are to be notified of all planned deliveries 3 days in advance and deliveries must be booked in using the delivery planner operated on MSITE.
- Under no circumstances can vehicles park or wait on the main road. Any vehicles found will be asked to move on and persistent offenders will be banned from site.
- All Trades (supervisor only) are to attend the morning daily site briefings, where any additional day to day site information will be briefed.

3.6 Arrangements to ensure cooperation between project team members and coordination of their work *(Building Division Guide to HSEQ Management on Site reference 9)*

The following coordination routes will be used on this project:

- Prestart Health and Safety meetings
- Sub-Contractor Pre-start Health and Safety meetings
- Daily morning Vinci & subcontractor supervisor meetings
- Weekly Vinci & subcontractor coordination meetings
- Communication and collaboration on the Risk Control Schedule
- Regular contractor progress meetings.
- Weekly Vinci team meeting.
- Monthly Operations Meeting
- An Open-door Policy for all VCUK & subcontractor managers.
- Design Team Meetings including all change management.
- Adherence to the Vinci Design Management Procedures.

3.7 Project Review Meetings *(Building Division Guide to HSEQ Management on Site reference 8.7)*

An internal VCUK project team meeting will be held on a monthly basis

Individual Subcontractor/VCUK meetings will typically be held on a weekly basis

A monthly Principals Meeting with the client team will be proposed.

3.8 Monthly Client Progress Reporting *(Building Division Guide to HSEQ on Site reference 8.8)*

A monthly client progress report will be produced and issued to Chroma a minimum of 24hrs in advance of the monthly meeting.

3.9 Arrangements for involving workers *(Building Division Guide to HSEQ Management on Site reference 9)*

The following 2-way Communication routes will be used on this project:

- Company Induction
- Site Specific Induction
- Site Specific Orientation
- Prestart Health and Safety meetings (Review of RAMS with Sub-contractor)

- Communication and collaboration on the Risk Control Schedule
- Task Briefings
- Toolbox talks
- Close Calls / Positive interventions reporting
- Regular progress meetings
- General communications to Supervisors
- An Open-door policy for all VCUK managers.
- Site Safety Committee (for sites with more than 25 people)

Relevant statutory notices such as “Health and Safety Law” poster and a current version of the Employers Liability Insurance Certificate, Form 10 will be displayed on the notice board. Other communication media will be found on topic specific notice boards

3.10 Site Safety committee

The Site Safety Committee will meet monthly, and these meetings will be recorded in formal minutes of which a copy will be posted on the Site Notice Board. A weekly safety site walk around (Friday’s) with all sub-contractor black hats will be implemented and recorded.

3.11 Weekly Blackhat safety tour

A weekly site tour will be carried out every Friday, led by the SSR and attended by at least 1 Blackhat/supervisor from each subcontractor along with the Vinci production team.

Any recent issues or concerns will be discussed along with a review of the recent CC/PI’s. A report will be issued to capture the site condition, record any issues and allocate any actions. The report will be circulated with the attendees and displayed on the site notice boards.

3.12 Site Induction Arrangements *(Building Division Guide to HSEQ Management on Site reference 2.5)*

All personnel entering the works will attend an online company induction, online site induction and an onsite orientation session, introduced by the SSR.

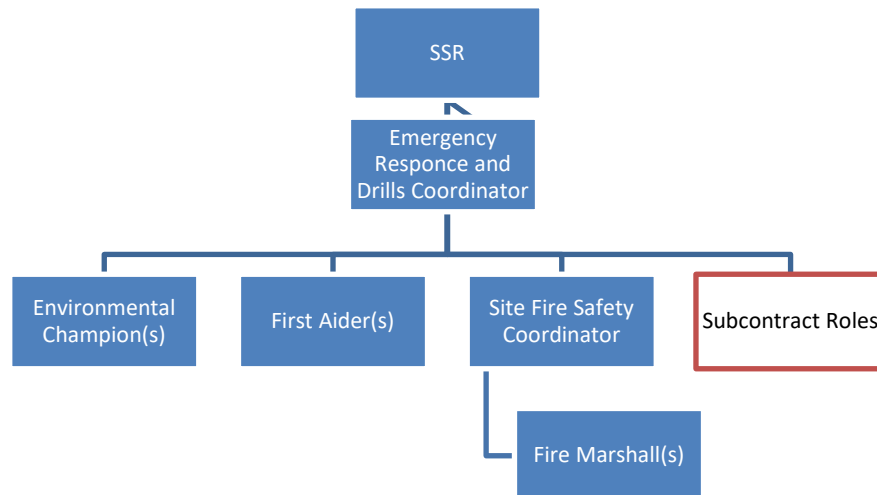
Visitors will attend a visitor induction and be accompanied at all times.

3.15 Welfare Facilities *(Building Division Guide to HSEQ Management on Site reference 2.3)*

The welfare facilities and security arrangements are detailed in the Logistics Plan for the project. Which will be kept in the site file.

3.16 Fire and Emergency Procedures *(Building Division Guide to HSEQ Management on Site reference 3)*

The Project Fire plan will be kept in site file, shared drive and uploaded to Viewpoint for external review. The relevant VCUK appointed roles and any relevant subcontract appointed roles are organised into the following reporting structure:



The local fire brigade will be contacted and offered an orientation session on the site.

The following response/evacuation drills will be conducted regularly:

- Fire
- Evacuation
- First Aid Rescue
- MEWP Rescue

Records of these drills will be included in the [Daily Site Diary](#)² (or on a [Fire Drill Log](#)³ for fire).

An [Emergency Response Plan](#)⁴ will be displayed in prominent positions and in the site file.

The following will be regularly inspected:

- [Fire Alarm System](#)⁵
- [Fire Extinguishers](#)⁶
- [Emergency Lighting Systems](#)⁷

A [First Aid Needs Assessment](#)⁸ has been completed.

The following First Aid provision will be available on the project:

Number of appointed persons / first aiders needed	First aid equipment
• One Appointed Person • One additional First Aider (preferred)	• Eyewash Kit • individually wrapped sterile plasters of assorted sizes • sterile eye pads • individually wrapped triangular bandages, preferably sterile • safety pins • large and medium-sized sterile, individually wrapped, unmedicated wound dressings • disposable gloves • Scissors • Leaflets with Basic First Aid Advice

² [VB-COM-FR-XXXX-0016](#)

³ [VB-HAS-FR-0007-0006](#)

⁴ [VB-IMS-PL-0004-0001](#)

First Aid resources will be periodically checked for date of expiry and condition.

Spill kits will be in close proximity to any stored fuels and oils and plant will have drip trays/nappies

The project has been allocated a fire risk level of **LOW**

3.17 Temporary Electrics

During the scheme the temporary electrical and water services will be developed. It is the intention to encourage the use of battery operated tool throughout the scheme minimizing trailing leads. Emergency lighting will be incorporated into the scheme.

3.18 PPE

The site will operate a minimum of 5-point PPE. All PPE to be sorted correctly and inspected periodically. A monthly sample of operative PPE will be undertaken.

3.19 Site Logistics

The Site has a detailed logistics plan that will be kept in the site file, stored on the shared drive and uploaded to Viewpoint to be accessed by the wider team.

This includes a site layout plan, detailed traffic management procedures, Site procedures for storage and materials distribution which will be displayed on the site notice board.

Site deliveries will use the M Site system for delivery of materials whereby 8am-8:30am and 4:30pm to 5:30pm will be blocked out of the system to stop deliveries from being able to take place during these times of peak traffic and hence not put stress onto the neighboring local road network during the peak times.

3.20 Manual Handling

Manual handling will be reviewed in the site induction and workers will be briefed on the mechanical aids available on site, such as telehandler, mobile crane, pump trucks etc. Specifics will be covered in the site logistics plan. Which will be kept in the site file.

All works will follow the safe method set out in the individual sub-contractors RAMS.

4. Specific Site Risks *(Building Division Guide to HSEQ Management on Site reference 2.6)*

The Project [Risk Control Schedule](#)⁵ (RCS) will identify the controls for the significant risks related to the current activities being carried out on the project. The RCS will be reviewed as a minimum on a monthly basis or in line with the Construction Programme, and incorporate risks identified by Subcontractors. The reviewed document will be shared with all Subcontractor on the project to ensure they can Plan, Manage, Monitor and Co-ordinate their site teams in line with the current risk profile.

Existing Records and plans such as topo survey, flood outline map, asbestos survey, Utilities Survey, Utilities Disconnection Report etc have been issued via the PCIP and are stored on the Project Viewpoint Portal.

A [Risk and Opportunity Register](#) shall have been prepared in pre-construction; this shall now be maintained by the SSR.

The following specific risks from Schedule 3 of the CDM regulations exist on this site:

⁵ VB-HAS-FR-0008-0003

4.1 Schedule 3 Risks

4.1.1 Work which puts workers at risk of burial under earthfalls, engulfment in swampland or falling from height, where the risk is particularly aggravated by the nature of the work or processes used or by the environment at the place of work or site. *(Building Division Guide to HSEQ Management on Site reference 5.4 (Excavation and Digging), 5.9 (Work at Height, 5.11 (Confined Spaces)*

Access to all excavations should be physically prevented, unless working within the terms of a safe system of work, devised by, and detailed in, the RAMS of the competent subcontractor.

Work at height should be eliminated by design / planning as far as practicable. RAMS should identify control measures where this cannot be achieved in the following order of preference:

- Using an existing place of work (such as a floor slab) and utilising existing means of access (such as stairway rather than a ladder).
- Using work equipment or measures to prevent falls giving priority to collective protection measures (such as guard rails, MEWPs, and scaffold towers) over personal protection measures (such as work restraint lanyards).
- Using work equipment or measures to minimize the distance and consequence of a fall, with priority given to collective measures (such as nets or airbags) over individual measures (including harnesses and fall arrest systems, such as inertia reels).

Where control measures result in the use of access equipment, this should be controlled by a tagging system and operators should be competent. The safe system of work for using the access equipment (including emergency rescue procedures) should be detailed in the RAMS

4.1.2 Work which puts workers at risk from chemical or biological substances constituting a particular danger to the safety or health of workers or involving a legal requirement for health monitoring.

Subcontractors will:

- Maintain their own register of COSHH products (that contains the Material Data Sheet and supporting COSHH assessment).
- Detail any COSHH products to be used in their RAMS and the health surveillance required.
- Inform VCUK COSHH Coordinator of any material which poses significant risk.

The VCUK COSHH coordinator will:

- work with the subcontractor to plan and coordinate the works.
- ensure assessments for substances used by VCUK are undertaken.
- maintain a COSHH Register for the VCUK COSHH products.

COSHH assessments should be available at the workplace for reference by the user.

All substances hazardous to health are to be stored in a locked container and in accordance with the requirements of the data sheet.

The main health risks for the project and the arrangements for managing them, will be captured in the Risk Control Schedule.

4.1.3 Work involving the assembly or dismantling of heavy prefabricated components.

The RAMS for the applicable works packages will include detailed controls for management of the risk. These will be written, issued and implemented by the selected competent contractor (Ruttle Contracting Ltd)

4.2 Security arrangements

The site Boundary will be secured using 1.8m high hoarding and steel mesh gates locked with padlocks. Staff and operative access will be via an Msite turnstile. The Site Boundary will be checked for condition daily using the Site Boundary Check sheet to record the inspections and any actions arising will be dealt with as required.

The location of the site and the nature of the works may attract opportunistic crime, vandalism and drug use. The site Logistics Plan details the requirements for the hoarding and security.

The site security will mainly be managed by monitored CCTV cameras, located around the site at key risk areas. The cameras will be monitored outside of site working hours (nights, weekends, etc.) and where required have the facility to mobilise response units to attend site. During periods of heightened risk on site (i.e., tower crane, hi value materials on site) a static guard will be used patrol the site outside of the sites regular operating hours (nights and weekends).

4.3 Live Adjacent Buildings

Works being undertaken will be discussed and communicated with Bury council and relevant parties. Detailed work plans and programmes will be provided and agreed prior to any works being undertaken.

Regular communications between the market and site will be kept, ensuring minimal disruptions during the project.

Specific logistics of the works are detailed further in the logistics plan which is kept in the site file.

4.4 Isolation of Live Services

Prior to any ground works commencing there will be isolation certificates for all areas in place. All service isolations and diversions will be recorded and updated on utility plans.

5. Additional Requirements

5.1 Permit Systems *(Building Division Guide to HSEQ Management on Site reference 4.2)*

The following permit systems will be implemented on this project

- The VCUK Hot Works Permit
- The VCUK Permit to Dig

5.2 Asbestos *(Building Division Guide to HSEQ Management on Site reference 4.5)*

Should any asbestos (or suspect asbestos) be found, then work must immediately cease, and the SSR be notified.

How to manage when unexpected asbestos identified is detailed in the Emergency Response Plan⁶

⁶ [VB-IMS-PL-0004-0001](#)

5.3 Health Risk Management *(Building Division Guide to HSEQ Management on Site reference 4.15)*

The main health risks for the project and the arrangements for managing them are detailed in the Risk Control Schedule. And will be kept in the site file.

5.4 Lone Working *(Building Division Guide to HSEQ Management on Site reference 4.14)*

The following activities could lead to a Lone Working situation:

- None expected.

These will be managed through Risk Assessment for the specific work activity

5.5 Environmental Risk Control *(Building Division Guide to HSEQ Management on Site reference 5.1)*

An Environmental Impact Assessment has been produced, and also an Environmental Management Plan⁷ has been produced for this project and will be kept in the site file.

⁷ VB-ENV-PL-0001-0001

5.5.1 Noise, Dust and Vibration Receptors Local To the Site.



5.5.2 Construction Environmental Management Plan- Noise

- The site will regularly Monitor and record on Fieldview at various points around the site the noise levels being generated by the site. Prior to works commencing background noise level monitoring will be undertaken and recorded on Fieldview.
- The workforce will be educated on controls for keeping noise levels to a minimum including simple measures including not shouting, whistling, sounding horns or alike.
- No materials will be crushed on site. Concrete and blockwork obstructions removed from the ground will be removed from site to be crushed and reprocessed.
- Noise monitoring equipment must have EC Declaration of Conformity and be calibrated.
- Notify Local Authority if in alarm notification area.
- Selection of construction techniques to keep noise generation to a minimum.
- Maintain Communication Log to record complaints / enquiries.
- Regular monitoring, reviews with local authority, pre-planned noisy works around key impact times. Pre-planned noisy works around certain market operations / trading days
- Noise activities to be identified and listed on a schedule prior to commencement.
- Trial runs of excessively noise site activities (above 80dB) to take place to establish if further controls are required.
- The plant selected will keep noise levels to a minimum as follows:
 - CFA Piling Rig
 - Excavators of a size suitable for the works being undertaken.

- Forward Tipping Dumpers of a size suitable for the works being undertaken to minimise trips.
- Telehandler of a size suitable for the works being undertaken.
- Mobile cranes
-
- Reversing will be avoided via the use of turning circles and unnecessary movement of materials will be avoided via thorough planning and coordination.
- The site working hours for the generation of noise will be strictly complied with which are 7:30am - 5pm Mon - Fri, Sat 7:30am-12:30 by exception. No permitted working on Sunday.
- Agreed appropriate information will be shared with stakeholder groups
- Communicate progress and upcoming works to those affected (Neighbors) via meetings/newsletter drops. Key upcoming works will be the commencement of the ground remediation works, piling and foundations, steel frame, concrete slabs, highways work and envelope works.
- Site Team Contact details will be displayed on the hoarding along with out of hours contacts. These will also be included on the newsletters.

5.5.3 Vibration/ Local Community Engagement/Working in live areas.

- Receptors likely to be affected have been identified and are detailed in the Vibration and Monitoring Strategy.
- Appropriate construction techniques will be utilised, considering the location of these surrounding buildings and their sensitivity to vibration
- A Metapoint cloud condition surveys of the surrounding areas and adjacent buildings will be undertaken before work commences
- Machinery to be used will be serviced and maintained as per manufacturers requirements and only be used as per its intended use.
- Communication of works to those affected will be undertaken
- Vibration monitoring will take place in accordance with the strategy by a third party.
- A Communication Log will be maintained to record complaints / enquiries
- Agreed appropriate information will be shared with stakeholder groups
- Communicate progress and upcoming works to those affected (Neighbors) via meetings/newsletter drops. Key upcoming works will be the commencement of the ground remediation works, piling and foundations, steel frame, concrete slabs, highways work and envelope works.
- Site Team Contact details will be displayed on the hoarding along with out of hours contacts. These will also be included on the newsletters.

5.5.4 Dust Avoidance, Mitigation & Control

- **Avoidance:**
- There is no demolition work involved with this Travel Hub phase of the works.
- Where possible materials will be cut off site to avoid onsite dust generation. Examples include half bricks for the Flemish bond masonry and half blocks for the internal blockwork.
- Mortar will be brought to site premixed to avoid any dry mixing on site.
- The concrete slabs will be dust sealed as soon as they have cured to ensure that they do not generate dust generated via surface abrasion.
- Materials will not be stored on site and will be brought to site on a just in time basis.
- No materials will be crushed on site. Concrete and blockwork obstructions removed from the ground will be removed from site to be crushed and reprocessed.

- Training will be provided to operatives on site to ensure they are aware of the measures to minimise the generation of dust.
 - The Specialist Subcontractors will be engaged with prior to start on site to agree their package specific measures for dust mitigation and control which will be detailed out as part of their site specific risk assessments and method statements.
- **Mitigation & Control**
- Sweeping will not take place and a wheeled electric vacuum will be used to ensure the slabs are kept free of dust.
 - Material stockpiling will be avoided and if required will be a short term measure to avoid drying and being a generator of dust.
 - Dust suppression to be used during period of dry weather as required when undertaking earth distribution/cut and fill. We note however that these are currently due to be undertaken Q4 2024/Q1 2025.
 - Delivery vehicles and plant will be turned off when not in use.
 - Mechanical extraction to be used when cutting timber and dust generating materials.
 - Water spray dust suppression to be used when road sweeping site access/egress points.
 - External water suppression to be used if required, water bowser, hose pipe, water cannon etc.
 - Dust monitoring will be undertaken and recorded on Fieldview on a regular basis throughout the works with back ground readings carried out prior to works commencing to establish the baselevel.
 - Muck away vehicles must ensure debris / spoil is sheeted prior to leaving site
 - The hard standings, roads and slabs will be kept free of dust to avoid it becoming airborne.
 - As soon as practical the GF permanent tarmac will be installed to ensure that the site telehandler can stay on clean ground. As the building bounds the highway and is inaccessible to large vehicles they will use the tidal highway lane so not have the ability to transfer dust/mud onto the highway.
 - Cleanliness of road to be monitored by Vinci staff.
 - A wheel cleaning station will be in place as required prior to leaving site along with and road sweeper to be utilised as required. Where possible vehicles will be kept on clean tarmac to ensure that they do not require wheel washing.

Site Traffic/Deliveries

- Traffic management plan produced and agreed. Regular reviews and updates. All deliveries to be planned. VINCI gate man to monitor incoming deliveries and ensure that the road is not disrupted.
- Delivery and logistics procedures communicated at pre-start H&S meetings. Just in time delivery planner controlled by IHP logistics manager to ensure that delivery/site vehicles do not block the road leading to site. All storage will be on the VINCI site for materials and plant
- Forklift to be banked at all times when operating outside of the site compound.
- Lifting plan produced for basic lifting with forklift.
- Delivery and logistics procedures will be covered in induction and refresher briefings.
- Any works to be undertaken outside of site hoarding to be fully planned with relevant bodies prior to commencement and relevant VINCI permits
- Pedestrian footpath to be physically closed and monitored by the banksman to ensure segregation from public, when crossing with plant/deliveries. Temporary pedestrian walk ways will be implemented as required.
- Deliveries and collections must not arrive to the site unplanned. Unplanned deliveries/collections will be turned away to reduce impact on traffic disruption on live roads.
- Vehicle routes to be well signed.

- 5mph site speed limit to be adhered to by all vehicle & plant when exiting site on to live road. Speed limit will be indicted in site induction and via external signage.
- Vehicles to be checked for cleanliness prior to leaving site.
- Lift plan to be produced for all unloading activities that involve lifting.
- Pedestrian footpath to be physically closed and monitored by the banksman to ensure segregation from public, when crossing with plant/deliveries.

5.6 Site Waste Management *(Building Division Guide to HSEQ Management on Site reference 5.2)*

A Site Waste Management Plan has been produced for this project and will be kept in the site file, stored on the shared drive and uploaded to Viewpoint for review by the wider team.

Recycling skips will be utilised along with general waste removal for segregation off site. Kenny waste management will be used who achieve over 99% waste diverted from landfill as a result of their investments in leading edge technology segregation.

5.7 Excavated Material *(Building Division Guide to HSEQ Management on Site reference 5.3)*

Excavated material will be managed by specialist subcontractors. Excavated material will be re-used on site in line with the remediation strategy in line with the MMP and CL:AIRE requirements. Contaminated ground over control limits will be removed from site as part of this exercise.

5.8 Water *(Building Division Guide to HSEQ Management on Site reference 5.4)*

Details of how to manage surface water are in the EARR. Updated copy will be kept in the site file.

Daily Watercourse Inspections⁸ will be undertaken

5.9 Section 61 *(Building Division Guide to HSEQ Management on Site reference 5.4)*

There are not any Section 61 Constraints on this project

Site Working hours and noise constraints are detailed in the Site Induction

5.10 NRMM *(Building Division Guide to HSEQ Management on Site reference 5.8)*

This project will be NRMM compliant to Stage IIIB of EU Directive 97/68/EC. Details will be provided in the Logistics Plan.

5.11 Stakeholder management *(Building Division Guide to HSEQ Management on Site reference 9.2)*

The following methods shall be used to communicate project activities with stakeholders (including neighbours):

- Letter drops
- Poster boards
- Coordination meetings

⁸ VB-ENV-FR-0009-0002

5.12 Digital Deliverables (*Digital Engineering Management Procedure*)

The project has been allocated VCUK Digital Engineering Scenario⁹ DS2

6. References

The 'Building Division Guide to Health, Safety, Environment and Quality Management on Site'

The Construction (Design and Management) Regulations 2015

L153, Managing Health and Safety in Construction

Digital Engineering Management Procedure

⁹ VB-BIM-PR-XXXX-0101