Construction & Environmental Management Plan
Phase 1 - Bus Station

WILLMOTT DIXON

SINCE 1852

Huddersfield Bus Station, Upperhead Row,
Huddersfield, HD1 2JN.

Rev	Changes	Date
-	First Issue	May 24
A	Reviewed by Richard Stowell	July 24
B	Revised by Miles Broadbent	August 24
C	Revised by Andy Thornham – WYCA comments incorporated	9th August 24

This Construction Management Plan outlines our proposals for undertaking the works of constructing new facilities to the Huddersfield Bus Station, Upperhead Row, Huddersfield.

General Construction of the Work

The works will be constructed in sequential phases allowing the bus station to remain open throughout the construction phase and bus services operational.

The boundary line of each phase will be erected using solid hoarding with concrete blocks to the rear for stability to the external elements of the works. Internally, a plastic demountable style system will be utilised. As the bus apron is currently operating on a one-way system, the main route of access will remain from Henry St.

Construction Period

We anticipate that the works can be completed within an overall 96-week period, completing in May 2027.

A full Health and Safety plan is to be developed prior to commencement, and an F10 notification submitted to the HSE as required.

Site Establishment

The Site Offices and Welfare accommodation will be located in North-East corner of the existing bus apron from the start of the project. Access to the work areas for operatives will be via the bus station and under no circumstances will it be permitted to access round/across the bus apron.

The site establishment will provide offices for Willmott Dixon Construction's Site Management team together with a canteen, drying rooms and toilet facilities for our operatives. Existing utility supplies and foul drainage connections will be used for the Site Accommodation. The offices will be equipped with telephone, 4G internet connection for electronic data use, and will contain photocopying and first aid facilities.

Site Access

Vehicular access to the site area for deliveries will be as previously described through the main gate access point on Henry Street and the nominated site gate person, will direct all deliveries to the relevant drop off area.

Whilst all personnel will be able to access into the site compound area, via a fenced footpath, as shown on the site logistics plan, the workforce will then be directed to each phase through the station and under no circumstances will access be permitted across/around the bus apron.

All site personnel and visitors will be required to report to the offices upon entering the site. On initial entry, operatives and visitors are required to undergo a site orientation, having previously undertaken Willmott Dixon Mi Pre-enrolment Online Induction This orientation will be carried out by an authorised member of the Willmott Dixon Construction project team, and is intended to make all personnel aware of the site-specific Health and Safety risks, hazards, welfare and Bus Station requirements.

All persons entering the site must be equipped with adequate personnel protective equipment safety footwear, hard hat, gloves, and high visibility vests as a minimum, all of which must comply with the relevant British Standard. Failing to possess necessary equipment will result in access to the site being denied. Willmott Dixon Construction will

provide a quantity of such equipment for those acting on behalf of the Employer/Customer.

Working Hours

The normal working hours for the contract will be Monday to Friday 7.30am to 6.00pm, however the nature of the required works will require an element of 'Out of hours' works.

These are planned to commence after the final bus has left the station and before the first one departs, which is currently allotted as 11.30pm – 5a.m. There will be no working on public holidays and only limited working on weekends (by exception).

Site deliveries & vehicle movements will be avoided during peak rush hour periods wherever possible, and night movement of plant and deliveries to support 'out of hours' operations will be further defined ahead of commencement.

Delivery of Materials

When ordering materials, all suppliers will be given a location map of the site together with precise instructions for approved access/egress routes, packaging and delivery.

On arrival all delivery drivers will report to the gate office, where they will be held until notified. We have also identified a suitable off-site layover area to manage large, abnormal loads. All deliveries will be pre-booked prior to arrival on site, to minimise any congestion/disruption, and any vehicles arriving to site that are not pre-booked will be turned away until an allocated slot is available.

Under no circumstances deliveries will be permitted to wait on surrounding roads due to impact and disruption to the bus station and surrounding roads.

Security Fencing.

Upon taking possession of each phase, we shall complete the installation of the perimeter safety/security fencing and hoardings around the site boundaries. Access to sites will be via gates off at the end of each section via Henry St, as indicated on the Site Logistics Plans.

The main Gatehouse will be located near the station entrance so that the gate person will be able to view approaching traffic in time to notify the operative on the phased gates, who in turn will then open up and allow deliveries to enter site quickly.

Road maintenance and cleanliness.

Our site gate person will be positioned adjacent the main station entrance on Henry St, from where they can direct vehicles to the materials offloading position on site, and Vehicles exiting site will be managed by a further operative within the particular phased area.

As part of their duties, they will be responsible for ensuring that vehicles leaving site have clean wheels, so as not to deposit dirt on the adjacent highways. When necessary, they will power wash and brush clean vehicle wheels and chassis. Only when absolutely necessary will a road sweeper be used to facilitate additional cleaning on site, and in order to prevent any potential tracking of mud/debris being trafficked onto the highway.

This will be closely monitored throughout the duration of the project, and given the nature of the environment within which we are working (a live operational bus station), it is therefore an incumbent obligation for Willmott Dixon to maintain these standards.

As an additional precautionary measure, we will install proprietary fleece protective linings to the road gullies, to help prevent silt entering the below ground drainage system to minimise potential blockages. A trade effluent discharge consent licence will be in place with Yorkshire Water throughout the duration of the project.

Car Parking

All personnel and visitors will be able to utilise the existing public parking spaces either above the station, or the Springwood Car Park on the opposite side of Castlegate. No on-site contractor car parking will be available, and parking restrictions apply to surrounding access/egress routes to deter unauthorised parking of vehicles.

Excavations, Drainage & Services

Following the erection of the perimeter fencing to each phase, we shall then commence any necessary excavation, drainage and service installation works.

These will be carefully co-ordinated alongside surfacing works and facade operations, to ensure that the works proceed efficiently.

We would note that immediately upon our excavating an area down to formation, it will be immediately stoned up to offer protection to the exposed ground's surface, and minimise the possibility of deterioration of bus apron/road surfaces due to trafficking across exposed sub-formation material.

Control of surface water.

Following oversite excavation work completion, we shall install the new surface water drainage systems. This will assist in ensuring that any surface water run-off is controlled prior to it entering the main drainage system.

In the interim position (due to the phasing of the works), temporary collection and routing of surface water will be provided to avoid excess surface run off.

Internal Services & Finishings.

The internal fitout will involve the installation of new curtain wall screens, new floors, tiling, and ceilings.

MEP services are to be renewed throughout each phase, whilst maintain the integrity of the existing services outside of the phase areas with regards to fire and life safety.

These works will be followed by an agreed regime of inspections, with controlled quality checking of the installed works, to ensure a seamless handover to the customer. In general, all service installations and finishing works will be carried out using traditional methods of construction, with the required quality being achieved by the controlled and skilled management of the works.

External Works.

The external works will be carried out in each phase to alter the existing orientation of the DIRO bays and upgraded drainage, surfacing and line markings across the apron.

There are some small areas of soft landscaping and hard landscaping to undertake, and these will be undertaken alongside the final completion activities.

Control of Noise, Dust & Vibration from Construction Activities

Noise & Vibration

Willmott Dixon Construction is mindful of the potential for disruption and inconvenience that may be caused by the planned activities, and also the close proximity of existing business and residential premises.

As such we will ensure all of our operations comply with all current legislation, noise abatement orders, guidance notes and codes of practice as appropriate.

As each phase is restricted in space, the type of plant to be utilised during any groundworks phase will typically consist of smaller 5t excavators, rollers and dumpers.

The initial works will comprise of tarmac strip, reduced level excavation and preparation of stone build up for the new road layouts. The works will then proceed to excavation for drainage and installation of new pre-cast DIRO elements, before laying the new top surface in varying thicknesses.

During the use of this machinery, noise, dust and vibration will be regularly monitored and controlled to ensure minimum impact on any surrounding properties, particularly the existing structure that is to remain. We shall use monitoring equipment near the boundary of the site, which will record the noise and vibration levels at this point, however we do not anticipate that this is likely to cause any concerns at the boundary, but as required would re-assess working practices if this becomes an issue.

Any foundations (external plant area and upstand to proposed replacement curtain walling) will be of a shallow strip design, and therefore no piling operations will be undertaken.

Following completion of the groundworks, mobile elevated work platforms (mewps) will be used to erect the new curtain walling. It is not anticipated that these items of plant will generate excessive noise levels, but this will of course be closely monitored during the progress of the works.

All plant will be regularly maintained to ensure the noise emissions are kept to a minimum and all operatives will be inducted before commencing works. This induction will include the control of noise, restrictions on plant idling and banking of deliveries to minimise reversing (the site logistics plan allows for vehicles to enter and leave the site in forward gear).

All deliveries to the site will be booked in advance to prevent vehicle queuing outside the site entrance or indeed within the site. Drivers will be inducted by the gate person with regards to site rules for idling and reversing whist on the site.

To mitigate impact on the general public and to avoid disruption to the bus stations operational continuity, all internal soft strip and demolition works (partitions, ceiling removal, tiled floor removal) will be done during the 'out of hour' periods previously referred to.

Taking due account that there are surrounding residential properties and business premises, and to further manage the risk of noise disruption, we will utilise specific cutting booths, and all demolition/breaking out will be further protected internally with acoustic screens/barriers to prevent excessive noise transfer throughout each phase, and also external behind the site perimeter.

Notwithstanding the above, the following additional noise control procedures will be implemented.

1) All activities will subject to regular noise level monitoring and noise assessments carried out before works commence.
2) Noisy plant and equipment will be located and acoustically protected by screens or shrouded to minimise break-out.
3) Plant, wherever practicable, will be electrically powered.
4) All plant and machinery will be fitted with efficient exhausts, silencers and mufflers. They are all subject to weekly inspections to ensure they are maintained in good condition.
5) All compressors used on site shall have 'sound reduced' units fitted with acoustic linings or enclosures, and all ancillary pneumatic percussive tools will be fitted with mufflers or silencers of the type recommended by the manufacturer.

Dust

Site Preparation
As has already been covered under management of Noise, due to the live nature of the scheme it is imperative that we manage the risk of dust generation, and outbreak at all times.

Each phase is limited in size and location, and will therefore minimise the impact on surrounding properties and as such the control of dust for the Health and Safety of the operatives on site will be of the highest importance.

The site will be registered with the Considerate Constructors Scheme and as such will display contact details on the boundary should a member of the public wish to raise any concern or discuss the site operations.

Demolition & Groundworks

The majority of the works will be based on the existing tarmac or internal concourse floor. We shall the utilise the existing tarmac roadways for the majority of the transport, as this will also be used by buses to access the live areas of the station.

Wash out will be available by each gate give that upon exit from each phase, delivery vehicles will be straight onto the existing hard stand apron. This water source can also be used for any dampening down that occurrences of dry and warm weather may cause.

Internal soft strip is to be done on night shifts, and on a phase-by-phase basis.

Construction

Dust throughout the project will be managed both externally and internally through suppression and extraction techniques.

Throughout the duration of the main scheme a jet washer manned by either the WDC key site operative or specific gate person will be in effect. Further dust suppression techniques by means of a towable bowser and were deemed necessary a road sweeper will be used to control dust settling on the site itself.

Potentially dust generating cutting and grinding operations during demolition phases will be controlled locally via dust extraction, on tool extraction and as a last resort damping down.

Fire Prevention

Willmott Dixon Construction will develop a Fire Prevention Policy for the project that will ensure that the possible outbreak of fire will be minimised and in the unlikely event of a fire will ensure the safe egress of all personnel, visitors and public. It would be our intention to have detailed discussions with the relevant Fire Officer in relations to their Fire Prevention Policy. Training in matters affecting the Fire Prevention Policy shall be given to all employees, and other affected parties, as required.

In formulating the Fire Prevention Policy, the following shall be taken into account.

1) Assessment of the fire risk during design by the Architect, Engineer or Contractor.

2) Appointment of a Site Fire Safety Co-ordinator.

3) Emergency procedures such as warnings, written procedures, clear access, signage, control and accountability of personnel.

4) Fire protections, which take account of construction materials, fire escape, adequate water supplies, and fire hydrants.

5) Portable fire extinguishers, adequate number and suitable type made available, located in conspicuous positions, serviced on regular basis.

6) Security of site against arson.

7) Siting of temporary buildings away from the main areas of construction.

8) Storage of flammable liquid and LPG suitable distance from the building in an appropriate enclosure clearly identified and signed.

9) Temporary electrical supplies must be installed in accordance with I.E.E Wiring regulations and Electricity at Work Regulations, and be regularly inspected.

10) Hot work must be carried out on a "Permit to Work" system. Suitable fire extinguishers must be available at the point of work, which must cease one hour before the end of the working shift.

11) Clear signs directing site personnel and visitors to safe areas will be displayed.

12) Burning of rubbish on site will not be permitted.

The Fire Prevention Policy will be formulated prior to the commencement of any works on site and will be issued to all sub-contractors, the Client, the Professional Team and other affected parties. The Fire Prevention Policy will be periodically appraised and updated as necessary to suit the changing phases of the works.

First Aid Facilities

It is the policy of Willmott Dixon Construction to ensure that adequate arrangements are made for the provision of First Aid and that suitable emergency procedures are implemented at all work sites.

A fully equipped first aid cabinet will be provided within the site office establishment and where necessary within each section of the works.

A minimum of one qualified 'First Aider' will be employed as part of the Project Team and will be available at all times when work is being carried out. The name of the 'First Aider' and the location of the nearest Accident & Emergency Hospital will be clearly displayed adjacent to the first aid cabinets. The Site Manager will regularly check the first aid facilities for adequacy.

Personal Protective Equipment

Willmott Dixon Construction will provide adequate, suitable protective clothing for their employees, and those with whom they have a contractual agreement to do so.

The Personal Protective Equipment Regulations 2002, as amended, require that an adequate assessment is made of the need for protective equipment and it is the responsibility of the employing organisation to ensure that adequate supplies of protective equipment (including clothing) are available and issued as necessary to their employees.

All such personal protective equipment must comply with the CE mark where applicable. It is the duty of the employing organisation to ensure that PPE provided is compatible with each other and that their employees are trained in the correct use and maintenance of the equipment provided. The employing organisation must also ensure that the PPE provided is properly used, with any loss, defect or misuse reported.

It is the policy of Willmott Dixon Construction that safety helmets, protective footwear, safety gloves, and high visibility vests are worn at all times by all personnel on site, and there can be no relaxation of this rule. This requirement also applies to all sub-contractors and any other visitors to site.

Scaffolding

Willmott Dixon Construction will provide general access scaffolding and equipment for the works as appropriate. All scaffolding work will be designed in accordance with TG20 and carried out by a recognised and approved scaffolding company with appropriately trained operatives. Weekly safety inspections will be carried out by the scaffolding company on all erected scaffolds on behalf of Willmott Dixon.

Security

All construction personnel will be required to enter the site by way of the main site access. This access will be controlled and managed by facial recognition turnstiles, and access to other site working areas will be strictly controlled by the Willmott Dixon Construction project team.

Any person found on site without will be immediately escorted from the site. Willmott Dixon Construction reserves the right to request proof of identity from any visitor and to carry out random searches on any person or vehicle leaving the site.

At the end of each working shift the Project Team will tour all working areas to ensure that all access points are secure, all hot works are signed-off and areas inspected, all

plant and machinery has been left in a disabled condition and that all small tools and equipment has been locked in the secure storage units.

Temporary Services & Equipment

Willmott Dixon Construction operate a cable free strategy designed at reducing the need for temporary electrics cable management which is a significant hazard with regards to slips, trips and falls, but the strategy also reduces the potential fire risk through reduced sources of ignition.

Where necessary however, reduced provision may be installed across the site in the form a temporary 110-volt single phase electrical power supply, obtained from the mains, complying with I.E.E. Regulations and Electricity at Work Regulations to all working areas.

Distribution boards will be provided as required, together with any general lighting for access and safety, subject to availability. Use of the temporary power will be provided free to all sub-contractors; however, each sub- contractor will be responsible for the provision of their own extension leads, task lighting and electrical equipment which must be compatible with the temporary system provided and comply with all relevant regulations.

The temporary site offices and welfare facilities will be provided with a 240-volt small power and lighting system. All temporary power and lighting systems will be installed and tested and maintained on a monthly basis by a suitably qualified electrical contractor.

Waste Removal

The Site Waste Management Plan (SWMP) will be fully complied with in accordance with the SWMP Regulations 2008.

All debris, redundant materials, etc. are to be collected on site within each working area on a daily basis and removed from the building to designated rubbish skip locations. Dependant upon contract and giving attention to environmental considerations, Willmott Dixon Construction may employ a specialist waste recycling company to remove and recycle all waste generated using a system for daily collections from central areas. All non-hazardous materials are to be disposed of at a registered tip approved by the Waste Regulation Authority. All hazardous materials and their containers are to be disposed of by using sealed lockable rubbish skips, off site in a safe and competent manner, as approved by the relevant Waste Regulation Authority and in accordance with current legislation.

No burning of waste will be permitted.

Willmott Dixon Construction's Site Manager will be responsible for ensuring that all waste is disposed of in a safe and competent manner using only approved, appropriate tips, and will retain all waste transfer documentation on site for audit purposes. Labour will be provided to maintain the general cleanliness of the site. Individual sub-contractors will be responsible for maintaining their own working areas and operations in a clean and safe condition.

Willmott Dixon Construction's Site Rules

Prior to commencement on site Willmott Dixon Construction will formulate and issue a set of site rules which must be complied with by all staff, all sub-contractors and any other visitor to the site. A copy of the rules will be clearly displayed in the site office and all personnel will be made aware of these rules during the induction procedure.

Failure to comply with any site rule may result in that person's temporary or permanent exclusion from the site. The following are general rules which will apply to the site but must not be taken as a complete and comprehensive list.

1) On first entering the site all personnel must undergo the Site Induction Procedure.

2) The site is designated as a 'hard hat' site and safety helmets must be worn at all times within the work areas.

3) Safety footwear, safety gloves and high visibility vests must be worn within the work areas.

4) All necessary Personal Protective Equipment where provided and required to provide a safe system of work must be worn.

5) All personnel must on entering the site sign in on the Site Register and obtain a security pass from the site office. When leaving the site all personnel must sign out on the Site Register and return the security pass to the site office.

6) No alcohol or non-prescription drugs are allowed on site.

7) No person who appears to be under the influence of alcohol or drugs will be allowed on site.

8) All safety and security notices must be obeyed.

9) No fires or burning of waste is allowed on site.

10) Other than for communications purposes, radios (including personal radios) are not allowed on site.

11) No food or drink is to be consumed on site except in the designated welfare area.

12) No smoking is allowed on site except in the designated smoking areas.

13) No parking of vehicles is allowed on site except in the designated parking areas.

14) All work areas are to be maintained in a clean and safe condition at all times.

15) All rubbish is to be removed from work areas to the rubbish facilities provided, on a regular basis.

16) On hearing the fire alarm all personnel are to go immediately to the designated assembly point after first switching off any powered equipment.

17) All plant, materials and equipment are to be secured upon vacating the site at the end of each working shift.

18) All plant, equipment and materials must be stored in a safe manner in accordance with appropriate regulations.

19) All personnel operating plant and equipment must be properly trained to do so, and must, where necessary, hold a current certificate of training.

20) No unauthorised modifications or adaptations must be made to the temporary electrical system provided on site. Any equipment used in conjunction with this system must be compatible with the system and comply with all relevant regulations.

21) No work is allowed on live services unless a signed permit-to-work is first obtained.

22) No hot work is to be carried out unless a hot-work-permit is first obtained.

23) No unauthorised modification or adaptations must be made to scaffolding or access equipment.

24) All site access and escape routes are to be kept clear of materials, equipment and debris at all times.

25) Any person witnessing a dangerous or questionable occurrence must immediately report it to a member of the Willmott Dixon Construction Project Team.

26) All personnel must treat members of the public in a respectful, considerate and courteous manner.

27) Willmott Dixon Construction, reserve the right to stop and search any person or vehicle leaving the site.

28) All personnel must obey any reasonable request or instruction given by an authorised member of the Willmott Dixon Construction Project Team with regard to safety, security or access to the site.

Where members of the construction team are outside of the construction zone and within the bus station they will have to comply with the existing bus station rules managed and operated by WYCA.

Sub-Contract Method Statements

Specific sub-contract method statements and risk assessments will be produced by the individual sub-contractors following their appointment.

These method statements and risk assessments will be submitted to and agreed with Our Health and Safety Manager prior to the sub-contractor starting on site.

Contact Details & Complaints Procedure

The contact details for the responsible persons on site are:

**To be confirmed under separate cover when construction delivery team confirmed.*

In the first instance, if there are any concerns or complaints regarding the ongoing works, these should be directed to the above people. An electronic log of compliments or complaints with be kept on site, which will include any responses provided. The site is registered with the Considerate Constructors Scheme, and they can also be contacted if there are any issues.

We will also record details of any dust or noise monitoring carried out on the site. Initially this will be recorded during Site Inspections and included within our Site Diaries (electronically on FieldView app).

The local authority (Kirklees Environmental Health Services – 01484 414739), will be contacted in advance of any works that may be outside of the permitted working hours, with the neighbours and residents kept informed by regular newsletters and advance letter drops of specific events.

Temporary Site Lighting

Temporary site lighting, (including floodlights) will be directed away from adjacent properties, particularly sensitive areas such as the adjacent private properties on Henry St.

Compound lighting will be on a timer that only activates when the daylight has diminished to unsafe levels, again to avoid unnecessary light pollution.