

CONSTRUCTION MANAGEMENT PLAN

Client: Medipharm (Bradford) Ltd.

Description: Conversion of Former Offices to 21 Apartments

Address : Wesley House, Chapel Lane, Birstall WF17 9EF

Produced By:

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1.0 INTRODUCTION

This report is written by PN Bakes Architectural Consultancy on behalf of Mr. Rajan Gupta of Medipharm (Bradford) Ltd., who is the owner and the Developer to complete the works at the site.

The site of Wesley House is currently vacant, but was a former Office Block and previously to that a Church building.

The works will involve the complete renovation of the existing building and conversion to form 21 apartments.

This **Construction Management Plan** will be adhered to at all times and will be present on site for the entire duration of the works.

Any subsequent revisions to this plan will be issued to Kirklees Council for their information and consideration.

2.0 PROGRAMME AND PHASING

Preliminary site set up work and strip out / preparation works commenced on 12/6/2025. The Works proposed Construction works commenced on 30/9/2025, and are likely to take approximately 12 months to complete.

The project will be done in one phase, as all the works are within the building with no external alterations, with the exception of additional roof lights to the roof area, and drainage and service connections.

3.0 EMERGENCY CONTACT DETAILS

In the event of Emergencies, the Contact details are as follows :-

Mr. Jazz Sanghera – 07958 250054

4.0 VEHICLE TYPES AND MOVEMENTS

Initial clearance stage of work will generally be done by hand, with the use of chutes from upper floors to skips.

There will be limited need for excavations and the existing hardstanding to the front and side of the building will be utilised.

Any materials stripped from the building to create the new approved layout will be disposed of using skips.

Materials will be separated for disposal, with separate skips being used for timber, plasterboard etc.

Externally there will be very limited excavations for drainage and service connections, with existing hardstanding remaining in situ as much as possible to limit the possibility of mud being transferred off site and also to limit dust.

During initial stages there will be some use of mini digger inside the building to dig trenches for internal drainage, and new pad foundations will require some concrete wagon deliveries, but these will be one or two site visits during a one or two day period. Mini digger will be delivered to site on a trailer.

Deliveries for structural works will be limited to a small amount of steelwork and some beam and blocks for alterations to internal floors. These will arrive on 17 tonne flat back vehicles with hiab crane for off loading. There will probably be only one or two deliveries of this type for each of these items, which will be at the beginning of the project.

The project is then basically an internal fit out project with walls being formed using metal studwork, insulation and plasterboard. These items are likely to be delivered using 17 tonne flat back rigid vehicles. These items will be delivered in batches at a rate on one or two deliveries per week.

Fixtures and fittings are likely to be delivered on 7.5 tonne 'Luton' type vans which will occur once main partition walls are installed. Again we would envisage perhaps two deliveries per week. Other deliveries of small items would be via 3 tonne vans and these would be at a rate of perhaps three deliveries per week.

All vehicles will enter the site and report to the site office prior to unloading to the secure containers or to storage area until moved internally . A banksman will be on hand to assist drivers and ensure safe unloading.

In addition it is likely that there will be approx. two trades persons vans arriving and leaving site per day. These will be parked up for duration of the working day in most cases.

All large deliveries will need to be booked in with Site Manager to ensure that no deliveries arrive at peak times or school drop off or pick up times as there is a primary school in close proximity to our site, and we would wish to avoid issues with school traffic. Also the Site Manager will ensure that deliveries do not arrive at the same time as other deliveries, causing congestion or forcing lorries to wait on road side.

The only access is from Chapel Lane which is a one way street. Care will be taken to ensure deliveries are coordinated to be at separate times and outside peak times.

5.0 WORK DATES

The proposed dates for the works are as follows:

- Start date – September 2025
- Completion date - September 2026
- Overall duration – 15 months including initial preparatory works

6.0 WORKING HOURS

The site opening hours will be as outlined below. No works will be undertaken outside of these hours:

Weekdays	08.00 – 18.00
Saturday	08.00 – 13.00
Sundays and Public holidays	Closed

7.0 ACCESS AND PARKING FOR OPERATIVES AND VISITORS

All site operatives who work on the site regularly for the entire day's duration are strongly encouraged to travel to and from the site using public transport.

Some trades people will need tools and are likely to arrive in their vans. In this case people will be encouraged to share vehicles to reduce journeys.

There will also be a secure container in which operatives can store cycles should they wish to do so.

There is a car parking area for operatives and visitors close to the entrance.

Operatives / trades people will generally be employed from the local area and materials again where possible will be sourced locally.

The only access is from Chapel Lane, and pedestrians will be directed to the site office prior to entering the works area.

Visitors must be accompanied at all times by the Client.

Barriers will be in place to separate pedestrians from the site where possible.

Note : All operatives will receive a detailed site induction prior to commencing any work and visitors will be expected to contact the site office to arrange for someone to collect them from the site access.

8.0 ACCESS FOR DELIVERIES AND STORAGE OF PLANT AND MATERIALS

Prior to the works commencing a secure 2000mm hoarding / 'Heras' fencing will be erected to the front and sides of the site. The fencing will be erected to the kerb of the car park to protect the existing trees and also to protect existing grave stones laid flat outside the working area, within the existing landscaped area.

Double vehicle gates will be installed at the main entrance of the site. The site is fairly tight with limited area for material storage. Due to the nature of the development most materials will be moved internally soon after delivery for security and also to avoid damage from weather.

A Banksman will be available for all deliveries to ensure safety.

All deliveries will have to arrive and depart via Chapel Lane.

There will be a competent trained banksman to meet all deliveries upon arrival to the site. Deliveries will be booked in prior to arrival to avoid more than one delivery arriving at one.

There will be various size and types of vehicles used to deliver and remove materials and waste to and from the site which will include:

- Skip lorries (Approx. 7.0m x 2.4m)
- Ready mix concrete lorries (8.3m long and 2.4m wide)
- Deliveries of the steel, blocks, floor beams etc. (14m long and 2.5m wide)
- General flatbed lorries and transit vans (various sizes)

Materials or plant will be unloaded either by mechanical Hiab or by hand.

All materials will be stored initially within the compound area before quickly being moved internally within the building.

9.0 WHEEL WASHING AND STREET CLEANING

All vehicle access on and off site will be via one set of vehicle gates at the front of the site.

Due to the nature of the development and the fact that most of the works are internal and also the fact that the existing block paved hardstanding will remain in situ during construction, there will be very little mud to be transferred onto the public highway by vehicles.

However every vehicle will be checked for mud before leaving and brushes will be used to clean wheels if required.

The entrance to the vehicle access gate will continually be shovelled, swept and washed to ensure the highway is kept clean.

The surrounding areas, roads and pathways to site will be checked daily for general mud, dirt, debris and construction waste by the site manager and any breaches will be dealt with accordingly. Road sweepers will be utilised if and when required.

10.0 HOARDING AND SITE SECURITY

2000mm secure 'Heras' fencing will be erected to the front perimeter of the site and will be covered with material to prevent vision onto the site and also to reduce any dust transference. Monitored CCTV will also be in operation.

11.0 CONTROL OF DIRT, DUST, NOISE AND VIBRATION

The table below identifies any actions required for respective environmental issues such as noise, dust and dirt control etc

Hazard / Risk	Description	Control	Responsibility
Noise	When drilling or using noisy plant and tools	<p>Section the area with sound protective sheets – most works internally</p> <p>Display warning signs of loud working</p> <p>Keep openings closed during the completion of loud works</p> <p>Only complete all works within the agreed hours</p> <p>Complete tool box talks on all of the above to ensure compliance</p>	Contractor and Sub-contractors
Vibration	When using pant or equipment	Ensure any vibration is not consistent and breaks are taken to not exceed industry guidelines	Contractor and Sub-contractors
Dust and mud	Contamination of occupied areas from dust etc.	<p>Install monoflex protection to scaffold</p> <p>Ensure water suppression is implemented during dusty works</p> <p>Regular cleaning of hard standing areas</p> <p>Full wheel cleaning station in operation All wagons to be covered / sheeted before leaving / entering site.</p>	Contractor and Sub-contractors

Best Practise Means will be employed in accordance with BS5228:2009 Part 1 during each phase of the project.

12.0 DISPOSAL OF CONSTRUCTION WASTE

During the demolition and construction of the project all waste will be separated to comply with the waster operators recycling policy.

Waste policy is stated below:

REDUCE • Discarding less material through the use of robust design and management practices, and encouraging members of the supply chain to adopt the same principle.

RE-USE • Making use of existing materials wherever practically possible, either on site or on other projects.

RE-CYCLE • Identifying and segregating materials for re-cycling.

- Appointing waste management contractors with a proven track record on recycling high volumes of waste construction and demolition material.

RESPONSIBLE DISPOSAL • Complying with current waste management legislation, and, company policy and procedure, for the safe disposal of waste.

13.0 CONSULTATION WITH NEIGHBOURS

Prior to the works commencing we will write to all local neighbouring residents to notify them of the upcoming works and to give them contacts numbers for the site team should any issues arise. During the duration of the project neighbours will be kept informed of any planned noisy works or significant road disruption.

14.0 PROTECTION OF VULNERABLE ROAD USERS

The site will have protective hoardings to all boundaries, with warning signs displayed.

The works will be wholly within the site, with footpaths and roads unaffected.

Banksman will always be on hand to make sure deliveries etc. enter the site safely and do no block footpaths or roads.

15.0 ON SITE LIGHTING

The site due to its size will not require extensive external lighting. There may be some small scale lighting equipment within the parking / compound area, but this will comprise of bulhead lighting fixed to the main villa building to provide some general lighting. Any additional lighting will be on low level columns and directed downwards to prevent any light over spill from the site.

There will be internal temporary lighting for safety until mains lighting is available.

External building works will only completed during daylight hours.

Appendix A – Site Management Layout Plan

