

Construction Management Plan 1 x 3 Bed Bungalow at Springfield Cottage Stables

Application No: 25/00001/FUL

1. Project Overview

Project name	Partial demolition of existing barn and erection of 1 x 3-bed dwelling
Site address	Springfield Cottage Stables, Garnetts Lane, Tarbock Green L35 1QW
Client	Brian Richardson & Carol Richardson
Principal designer	Frame Technologies
Project Manager	Brian Richardson (BR)
Designer team	Frame Technologies
Planned start date	July 2026
Planned completion date	December 2027
Scope of works	New dwelling with associated drainage, utilities and landscaping

2. Roles and Responsibilities

Domestic client: Confirm appointments in writing, provide any known pre-construction information relating to the site and existing hazards, allow sufficient time and resources for the works, and avoid preventing duty holders from discharging their legal responsibilities.

Principal designer: Plan, manage and monitor health and safety during the pre-construction phase; coordinate the design team; identify, eliminate or control foreseeable risks through design; and provide relevant pre-construction information to those undertaking the works.

Principal contractor: Prepare and maintain the construction phase plan before site works commence; plan, manage, monitor and coordinate the construction phase; establish site rules; ensure suitable welfare facilities are in place; coordinate subcontractors; and manage inductions, supervision, inspections and emergency arrangements.

Contractors and trades: Comply with site rules and safe systems of work, provide task-specific risk assessments and method statements where required, cooperate with others, report hazards promptly, and ensure that operatives are competent, suitably supervised and properly equipped.

3. Programme and Sequencing

1. **Pre-start:** Surveys, appointments, design coordination, planning conditions, building control route, utility applications, insurance and finance confirmation.
2. **Site establishment:** fencing/hoarding, access, welfare, temporary services, signage, material storage and emergency arrangements.
3. **Groundworks:** Demolition, site clearance, setting out, excavations, drainage, foundations and below-ground services.
4. **Superstructure:** walls, frame, floors, structural steel/timber, roof structure and weatherproofing.
5. **First fix:** windows and external doors, primary MEP routes, internal partitions and airtightness details.
6. **Second fix and finishes:** plastering, joinery, kitchens, sanitaryware, decorations
7. **Completion and handover:** testing, commissioning, snagging, certification, operation manuals and final account.

4. Site Setup and Logistics

- **Access and egress:** Access will be via the existing gated entrance, with turning provided on the existing hardstanding. Pedestrian routes will be separated using the existing fenced areas, parking will be within the existing parking areas, and emergency access will be kept clear at all times. Visibility splays have been installed at the site access and will be retained and maintained for the duration of the works and beyond.
5. **Security:** Existing fencing, gates, CCTV and lockable buildings will be used to secure the site. Clear signage will be provided to protect workers, visitors, neighbours and members of the public.
 6. **Welfare:** There is existing toilet, hand-washing, drinking water and drying facilities available within the stable block, plus a two-berth caravan is available as a rest area for the workforce.

- **Material storage:** All equipment and materials will be stored (on pallets), within the remaining stable block, which is monitored on site via

CTV There will be no requirement of a site compound due to all equipment/materials being located within the remaining stable block.

- **Waste management:** Waste will be segregated where practicable, skip locations will be designated, All waste will be removed via registered skip hire company; any hazardous materials will be removed by specialist disposal contractors, any recyclable material will be incorporated within the site or sold on.
- **Neighbour management:** Advance notice of noisy works, delivery times, road impacts and working hours will be provided to neighbouring occupiers.
- **External works:** Hard landscaping will be as is shown on the submitted site plan and outlined owned area drawings, due to its use as grazing for the horses. The only change will be to create a vehicle access area to the bungalow, as agreed with planning authority, and will consist of a weed inhibiting sheeting, with sand and rock chippings sub strata, and a pea gravel topcoat, to be completed with 1 year of occupation, as agreed with LPA.

5. Health and Safety Management

- **Excavations and underground services:** Confirm service locations, use of safe digging methods, support excavations where needed and control collapse risk.
- **Work at height:** Use of properly designed scaffolding, edge protection, safe ladder use and rescue arrangements where needed.
- **Temporary works:** Identify any need for propping, formwork, crane bases, lifting plans or stability measures, and assign design responsibility clearly.
- **Manual handling:** Plan deliveries, lifting aids and team lifts for heavy or awkward materials.
- **Dust, silica and hazardous materials:** There will be little or no dust produced due to demolition work, as the part of the existing structure to be demolished will be manually dismantled. However, if found to be necessary, dust will be suppressed by means of water mist application to the affected areas. The proposed section of the roofing to be removed and disposed of will be conducted by Emchia Asbestos Solutions Ltd. Emchia is an HSE licensed asbestos removal contractor with over 30 years' experience and membership in the trade association ARCA (details attached).
- **Control of transfer of mud out of the site:** There will be little possibility of transferring mud, as there will be minimal traffic on/off the site, no heavy machinery employed, and the access is via an unadopted private lane, and not directly on to government highway. In the event of any required wheel washing, this will be done via a portable jet wash.

- **Adequate provision for addressing any abnormal wear and tear to the highway.** There will be no wear and tear of public highway as we are accessed/located upon an unadopted lane, that is maintained by the site owner and the residents located upon it
- **Methods for the control of pests if apparent on site:** As the site is a workingve stables, pest control is managed with strategically placed poison bait boxes throughout the site.
- **Fire safety:** Control of hot works, extinguishers provided, escape routes to be kept clear and briefing of all workers on emergency procedures.
- **Electricity and temporary power:** Use inspected temporary installations, protect cables and confirm isolation before intrusive works.
- **Public protection:** unauthorised access, control of deliveries and separate site operations will be controlled via lockable gateways, existing fencing and CCTV.
- All work will be conducted within acceptable standards, Monday – Friday 008.00 to 18.00, Saturday 08.00 to 13.00, not at all Sunday/public holidays.

6. Quality Management

Quality will be managed through approved drawings, specifications, sample sign-off, inspection hold points and prompt defect reporting. Critical items, including setting out accuracy, foundation levels, structural connections, weatherproofing, insulation continuity, airtightness detailing, fire stopping and the commissioning of building services to be controlled by the construction manager/supervisor. Any non-conforming work should be recorded, corrected and re-inspected before subsequent trades proceed.

7. Procurement and Cost Control

- **Budget control:** Maintain an approved budget, contingency allowance, committed cost log and monthly forecast to completion.
- **Procurement schedule:** Identify long-lead items early, such as windows, structural timber or steel, roof coverings, heat pumps and kitchens.
- **Change control:** Record design changes, assess cost and programme impact before instruction, and keep written approval.
- **Payment control:** Link stage payments to measurable progress, inspections and agreed deliverables.
- **Records:** Maintain quotations, purchase orders, delivery notes, inspection reports, warranties and certificates in an organised and accessible manner.

8. Communication and Records

Regular site meetings should be held to review progress, decisions, safety issues, design queries and upcoming works. Actions should be confirmed in writing, together with responsible persons and target dates. A live document set should be maintained containing the latest drawings, specifications, risk information, inspection records, test results, instructions, variation log and handover information. If the project is notifiable, the required notification arrangements should be confirmed.

9. Key Risks and Controls Register

Risk	Potential impact	Control measures	Owner
Adverse weather	Delay, damage to materials, unsafe working conditions	Seasonal planning, temporary protection, float in programme, secure storage	[BR]
Ground conditions or unknown services	Delay, redesign, safety incident	Surveys, trial holes, service checks, contingency and rapid escalation route	[BR]
Long-lead procurement delays	Programme slippage and resequencing	Early ordering, procurement tracker, approved alternatives	[BR]
Design changes during construction	Cost growth, abortive work, delay	Formal change control, written approvals, drawing revision management	[BR]
Quality defects	Rework, delay, reduced performance	Inspections, hold points, competent supervision, sample approval	[BR]
Inadequate coordination between trades	Clashes, rework, safety issues	Weekly coordination meetings, look-ahead planning, shared drawings	[BR]

10. Pre-Start Checklist

- Confirm appointments for the principal designer and principal contractor where required.
- Assemble and share pre-construction information.

- Prepare the construction phase plan before work starts.
- Confirm the building control route and inspection plan.
- Review planning conditions, party wall matters and utility applications.
- Check insurance, funding and warranties.
- Approve the programme, procurement schedule and budget baseline.
- Ensure that site setup, welfare, security and emergency arrangements are in place.
- Identify high-risk activities and task-specific controls where required.
- Issue neighbour communications and agree delivery arrangements.

Working note: This plan should be reviewed and updated throughout the project as the design develops, contractors are appointed, risks change and construction progresses. It should be read in conjunction with drawings, specifications, quotations, programme information, risk assessments, method statements and certification records.