Central Coast Campus

Preliminary Construction Management Plan

30 November 2022

Central Coast Campus
PRJ13728

The University of Newcastle

The APP Group

DISTRIBUTION & AUTHORISATION RECORD

Amendment Record

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Authorisation Record

Review by Assistant Project Manager	*Bailey Trigg*		*30/11/2022*
	Name	*Signature*	*Date*
Approval by Project Director	*Simone O'Connor*		*30/11/2022*
	Name	*Signature*	*Date*

Only the APP **Project Director** is authorised to approve amendments to this plan. The APP **Project Manager** is responsible for control, maintenance and issue of this plan, for disposal of any superseded documentation, and for informing other project participants of changes to the project plan in accordance with the APP procedure for ***Project Planning.***

Central Coast Campus – Preliminary Construction Management Plan

Contents

A. Strategic Construction Planning

1. Client Requirements

1.1. Introduction

The University is proposing to establish a new health, innovation, and education campus in the heart of Gosford that will activate the Central Coast Education and Employment Precinct and catalyse ongoing revitalisation of the Gosford CBD.

By expanding its presence on the Central Coast, the University will play a pivotal role in transforming Gosford into a thriving university-city at the heart of the region. The University's presence will help close skills gaps, increase educational participation rates, generate new jobs, support emerging industries, develop the health services workforce, and foster innovation and entrepreneurship. The University's strong commitment to equity and Indigenous education will underpin success in Gosford.

The Central Coast Campus will solidify the University's presence in the Central Coast Region for years to come. Complimenting existing infrastructure in the Ourimbah Campus and the recently constructed CCSRI building in conjunction with NSW Health.

The Functional Design Brief for the project has been developed throughout Concept Design to include key spaces such as;

- Industry Engagement Space at the ground level – connected to the community
- Multiple teaching and learning spaces through each floor of the project
- Ability for T&L spaces to be transformed into two large seminar spaces for larger events / presentations
- Integration of a permanent Café to Mann St and potential additional to Beane St.
- Key innovation / staff workspace on the top level
- Integration of design components in order to achieve a 6 star Greenstar rating, most prominently through Mass Timber Construction as a low embodied energy structural frame.
- Diversity of Landscape spaces to respond to the variety of places that can be experienced and used on a campus.

Although the functional brief is still evolving, the stated aim of The University of Newcastle is to "propose to establish a new health, innovation, and education campus in the heart of Gosford that will activate the Central Coast Education and Employment Precinct and catalyse the ongoing revitalisation of the Gosford CBD. By expanding its presence on the Central Coast, the University will play a pivotal role in transforming Gosford into a thriving university-city at the heart of the region. The University's presence will help close skills gaps, increase educational participation rates, generate new jobs, support emerging industries, develop the health services workforce, and foster innovation and entrepreneurship. The University's strong commitment to equity and Indigenous education will underpin success in Gosford."

The land for the proposed academic facility at 305 Mann Street Gosford (the former Mitre 10 site), is one of the key sites identified within recent NSW Government planning frameworks. The proposed mixed-use Campus on the site will set a high-quality benchmark for further revitalisation projects throughout the city and be required to meet the Design Excellence standard.

This plan will be further developed by the appointed Contractor and integrated into their Construction Management Plan for the Central Coast Campus project.

1.2. The Project and Tender Process

Project Overview

The University proposes to develop a 6 Star Green Star, $58 million Central Coast Campus comprising a building of approximately 4,200 sqm multi-college academic and innovation facility. This Campus will be developed through investments of $22 million from the University, $18 million from the Federal Government and $18 million from the NSW Government together with the transfer of ownership of land. This building will forge the way for a renewed tertiary education presence in the Central Coast region.

Design Development and the Project Team

Design documentation is currently at the schematic design stage, the completion of design development prior to tender is scheduled for mid-2023. The project team is as follows:

- Project Manager – The APP Group
- Architect/PDC – Lyons and EJE Architecture
- Civil and Structural Engineer – Northrop
- MEP Services Engineer – ADP Consulting
- Planner and Heritage – Urbis
- Cost Manager – Wilde and Woollard

The State Significant Development (SSD-47749715) application in respect of the Project will be submitted to the Department of Planning and Infrastructure in Q4 2022.

Overview of the Tender Process

A panel of shortlisted preferred contractors is being established as a result of an expressions of interest a being undertaken by the University.

A Request for Tender (RFT) will be issued to the shortlisted contractor panel. The RFT will be followed by final negotiations and the prospective award of the main building contract for the Project.

2. Project Delivery Methodology

2.1. Scope of Work

The main building works for the proposed Project feature four above ground levels plus a plant room on the roof and a split ground level basement.

The design of the Project is being undertaken by the Principal Design Consultant who will complete the design to a design development stage which will form the basis of the RFT documents.

The scope of work under the Building Contract will include, but is not limited to:

Scope Item 1 – Design

- Finalisation of the pre-contract design. In preparing any documentation for the Project (**Contractor's Documents**), the Contractor must not alter the accepted tender design without the Principal's agreement in accordance with the Building Contract;
- Manage the novated design team;
- Preparation of the Contractor's Documents;
- The Contractor's Documents must include provision of all construction documentation for the works. Construction documentation includes but is not limited to the production of the construction drawings, the verification of the developed sketch plans, the coordination of the design including the structure and the services, and a specification;
- The Principal will refer the Contractor's Documents for review to a number of stakeholders/experts for comment as deemed appropriate by the Principal, including:
    - Principal's consultants engaged on a "watching brief" for quality and adherence with the contracted design intent detailed within the Contract; and
    - Peer reviews, by Principal engaged experts with knowledge in particular aspects or elements of the works for the quality of documentation and detailing.
- Any obligations required for Green Star 6-star design certification;
- During the delivery phase, the Contractor must submit Contractor's Documents to the Principal at least 21 days before the date the Contractor proposes to use them for procurement, manufacture, fabrication, or construction. The Contractor's Documents must be submitted progressively with sufficient detail to demonstrate what is proposed;
- Development of the design for provisional sum items as required under the contract

Scope Item 2 – Construction

The Contractor shall allow for all preliminaries associated with the management of the construction works.

The Contractor's scope of works will include, but not be limited to:

- Demolition of existing buildings and hardstand;
- Earthworks to prepare site and basement;
- Temporary works;
- Excavation and foundation preparation;
- Piling;
- Inground services;
- Reinforced concrete foundations;
- Pre-cast concrete core structure(s);
- Cross laminated timber (CLT) structure;
- Façade – including glazing and cladding;
- Fit-out – including public areas, teaching spaces, common spaces, workspaces and offices;
- Landscaping works;
- Surrounding verge works as required;
- 6 Star Green Star accreditation;
- Building services including mechanical, electrical, hydraulic and vertical transport;
- Security;
- Technology;
- Coordination with Separate Contractors for the completion of the retail tenancies;
- FF&E; and
- Commissioning.

Scope Item 3 – Consultation

The Contractor shall comply with the following requirements for consultation:

- Community – it is expected that throughout the project the Contractor will proactively engage with the Central Coast and local Gosford community in accordance with the SSD requirements;
- University Executive – during the design finalisation period the Contractor shall allow for a minimum of two sessions with the Executives and the final session to obtain approval of completion of the design; and
- University – it is expected that, throughout the Project, the Contractor will be available for briefings, meetings and presentations with University staff to provide updates on the Project.
- Defects Liability Period - as defined in the Building Contract; and

- All requirements of Green Star 6-star design accreditation.

3. Pre-Contract Stakeholder Involvement

The University has developed a Community Engagement Strategy in order to build greater awareness of the Project and to engage with the community through:

- Establishing standard processes for community engagement
- Ensuring those processes are implemented by university/project staff and, where relevant, by external consultants and firms associated with the project
- Ensuring the community and stakeholders are kept informed of decisions emanating from the community engagement processes

For the duration of the project, the University will regularly engage with the wider community and all stakeholders who have a direct or indirect interest to ensure they are kept informed and have an opportunity to participate in the realisation of the Central Coast Campus. A broad range of stakeholders have been identified, including but not limited to:

- Individuals and groups within the community
- Local Registered Aboriginal Parties
- External stakeholders – such as government agencies, members of Parliament, local government and businesses
- Internal stakeholders – such as university staff, present and future
- Students and alumni
- Media

4. Environmental and Planning Requirements

The following documents will be issued to the Contractor to define the Projects environmental requirements;

- Environmental Impact Statement
- Hazardous Materials Report
- Preliminary Contamination Assessment
- Detailed Site Investigation Report
- Preliminary Construction Traffic Management Plan

The Contractor will be required to prepare and submit the following;

- WHS Management Plan
- Quality Management Plan
- Environmental Management Plan
- Workplace Relations Management Plan
- Training Management Plan
- Aboriginal Participation Plan
- Traffic Management Plan

B. Construction Management Planning

5. Site Description

The proposed Central Coast Campus is located within the Central Coast Council LGA at 305 Mann Street, Gosford. The development lot is on a part vacant block of land with frontages to three streets, Mann, Beane and Hills. High density residential and low density commercial/light industrial buildings surround the site.

The site totals approximately 4,750m2 and comprises nine parcels of land within Gosford, legally identified as lots 1, 2, 4, 29, 30 and 32 of Section 1 in Deposited Plan 1591, Lot 1 in Deposited Plan 91163, Lot 1 in Deposited Plan 911164. The site features a dilapidated Mitre 10 building on the western side, unused for some 15 years and an asphalted parking area on the back half (eastern side) of the site. Minor overgrown vegetation is present onsite having been left unmaintained for the past 15 years.

6. Hours of Operation

The hours of construction including delivery of materials to and from the site shall be restricted to between, as follows or as per Central Coast Council requirements:

- Monday to Friday inclusive 7.00am to 6.00pm
- Saturday 8:00am – 1:00pm
- No work on Sundays and Public Holidays

7. Site Establishment

The contractor will be responsible to all approvals and coordination required to obtain the approvals. The contractor is to submit all management plans for review and approval before commencing works.

Prior to the commencement of Works on site, the following procedures will be undertaken by the Principal Contractor or consultants engaged by The University:

- Notify all relevant Local, State and Commonwealth stakeholders and neighbouring properties of intention to commence works.
- Ascertain all relevant project information, applicable standards, statutory requirements and conditions, including authorities having jurisdiction over the Works.
- Obtain all relevant insurances, permits and approvals and pay all associated fees and deposits.
- Undertake a dilapidation report that provides a photographic record of the site and surrounding areas and properties as well as a record of existing noise and dust levels for use as a base for ongoing monitoring.

8. Construction Co-ordination

These following meetings are the primary means for management of work at site and the various trades. These are to be arranged and carried out by the Principal Contractor as reflected in their Construction Management Plan.

- Site Coordination Meetings (Subcontractor groups)
  Meetings of relevant groups of building or infrastructure subcontractors to coordinate the work across the site, chaired by the Construction Manager.

- Individual Subcontractor Meetings
  Meeting between the Contractor and an individual Subcontractor to deal with issues relating to that subcontract, chaired by the Construction Manager.

- Toolbox Meetings
  Meetings between employers and their employees on site to deal with issues either specific to that employer or site-wide issues, chaired by the employer.

- Site Safety Meetings
  Meetings of the elected safety committee chaired by the Contractor Safety Coordinator.

9. Construction Risk Management

As part of the Construction Management Plan, the Principal Contractor will develop specific Management Plans to meet their contractual and legal obligations as well as detailing specific control measures of known risk through specific detailed control plans.

9.1. Safety Management Plan

Site Inductions

All personnel and visitors to site will need to complete an induction prior to commencing onto site.

It is the contractor's responsibility to ensure that all persons carrying out the nominated work have the relevant training including Occupational Health and Safety (OHS) Induction Training. The minimum requirements regarding inductions is that workers receive the following:

- Industry induction (White Card)
- Client Induction
- Site Specific OHS induction

All workers will need to have the above three OHS induction training requirements before work on site can commence. A record of training is also to be provided. Training required for this project includes:

- White Card induction
- Site induction
- Work SWMS instructions
- Plant operation (if required)
- Light Vehicle operation

Hazard Identification and Control

A detailed site-specific risk register and assessment will be completed and included in the Contractors Safety Management Plan. Prior to works starting, APP and The University will hold a risk workshop with the contractor,

this will transfer any construction risks identified during project initiation and design phases into the Principal Contractor's risk register, further workshopping and review of construction risks will also occur.

Toolbox talks are to be conducted every morning to notify and address any hazards applicable to duties planned for that day.

Plant and equipment inspection checklists are to be completed prior to start-up.

Hazards are to be reported by the following process;

- Immediate reporting of all identified hazards on site in which works are being undertaken
- Site supervisor will investigate all reported hazards and implement appropriate control measures.
- Corrective actions will be recorded on the Hazard Report form
- Where the hazard cannot be reduced to an acceptable level of risk further consultation is to occur

Specific Site Requirements

Specific site requirements will be communicated and enforced throughout the works as detailed by the Principal Contractor. These include but not limited to;

- Signs to be displayed to identify prescribed areas, hazards, and instructions.
- Accident and incident procedures including First Aid
- Emergency plans and procedures
- Manual Handling procedures
- Fitness for work procedures
- Safe Work Method Statements (SWMS): Included for plant mobilisation, demobilisation, plant operation and also site set-up.

9.2. Environmental Management Plan

Noise and Vibration

All practicable measures will be taken to reduce the noise arising from the Works. Noise from the Site shall not exceed the limits set out in the Interim Construction Noise Guidelines (ICNG) and Environmental Protection Authority (EPA). No machine work will occur outside approved working hours unless approval has been given by the consent authority.

The following measures are proposed with reference to the ICNG:

- Use Noise Management Levels (NML's) to identify demolition, excavation and construction noise sources or scenarios that require engineering controls or administrative management;
- Promote clear understanding of ways to identify and minimize noise from construction works;
- Focus on applying all feasible and reasonable work practices to minimize construction noise impacts;

- Provide flexibility in the selection of site‐specific and reasonable work practices to minimize noise impacts;
- Encourage construction/ demolition work to be undertaken within approved standard hours where reasonably practicable with noise that is audible to other premises. Approval is required for works undertaken outside standard hours; and
- The use of noise reduction techniques including, but not limited to, barriers, enclosures and silencers shall be employed to ensure compliance with construction and demolition noise criteria.

As part of the noise mitigation treatment for the project, the Principal Contractor will be responsible for the checking of compliant maintenance regimes and statutory supervision of all equipment, such as making sure all trucks and machinery involved in the Works are checked for defective exhaust systems and general servicing. Benchmarks will be used to assess vibration impacts due to the construction works. The noise mitigation treatment proposed by the Principal Contractor will be included in the detailed Construction Management Plan.

There has also been a Noise and Vibration Scoping Report prepared by RAPT Consulting provided as part of the SSDA submission.

Dust

Management of dust prevention strategy is to be developed by the Principal Contractor, detailed in the Construction Management Plan and agreed by the project stakeholders. Examples of precautions that will be implemented during the Works include water spraying, the covering of all haulage trucks with tarpaulins, monitoring of weather conditions (including wind) and helicopter down draft. Management and contingency plans will be developed to prevent any foreseeable impacts from dust.

Stormwater, Erosion and Sediment Control

As a minimum, the erosion and sediment controls for the Works shall be designed, installed and maintained in accordance with the requirements of Managing Urban Stormwater: Soils and Construction “The Blue Book” 2004 (4th edition) and/or details provided by projects civil engineering consultants.

Appropriate elements of the drainage system on the Site will be cleaned out to remove sediments, prior to commencing the Works on site. Drainage of surface run-off will be allowed to flow along existing contours (down slope) with the existing drainage system on site of kerbs, gutters, gully pits, pipes and stormwater runoff passing through installed filtration systems prior to being discharged off-site. The site will be continually cleaned of rubble to minimise possible sediment flow during rainfall periods. Stormwater kerbs and drainage lines will have sediment controls in the form sedimentation socks. Installation of grids or rock on site driveways and in vehicle paths will be utilised to reduce trucks tracking dirt, dust and mud into the public street network.

Stormwater grate inlets surrounding works areas will be covered with geotextile fabric to allow water to enter into drains whilst retaining sediments. Should external surface run‐off flow into works areas, it may need to be diverted to reduce sediment transportation. All drainage control devices will be regularly checked particularly during heavy rainfall periods. The Head Contractor will be required to prepare a detailed Stormwater Management Plan which will cover all aspects of stormwater and sediment management and control during construction.

Hazardous/Dangerous Goods

Dangerous goods (such as petrol, diesel, oxy‐acetylene, oils, glues etc) will be stored in a lockable compound with sufficient ventilation in accordance with relevant codes of practice and standards. Material safety data sheets on all of these flammable and potentially harmful liquids will be provided by the Principal Contractor undertaking the Works. As a result of the proposed Works, there will be no change in the type or quantities of

dangerous goods on site, therefore all current practices for the management of dangerous goods will apply at the completion of the Works.

Investigations are being undertaken prior to SSDA submission to confirm the extent of any contaminated or water charged soils, this is in the form of a Detailed Site Investigation Report.

A Detailed Site Investigation report, Remedial Action Plan (if required) and Unexpected Finds Protocol (if required) will be provided to the contractor in order for them to further develop a Hazardous Materials Management Plan. The HMMP is to be prepared in accordance with the requirements of AS 2601 prior to the commencement of any demolition works. If asbestos is identified;

- Disposal of asbestos materials are to be undertaken only by an appropriately licensed contractor and in accordance with the requirements of the NSW WorkCover Authority and the NSW Office of Environment and Heritage (NSW OEH);
- All asbestos and other hazardous materials are to be appropriately contained and disposed of at a facility holding the appropriate licence issued by the NSW OEH; and
- A sign displaying the words 'DANGER ASBESTOS REMOVAL IN PROGRESS' is to be displayed on sites where asbestos materials are identified.

Archaeology

The project's Heritage Consultant is currently reviewing the sites archaeological potential and will confirm the requirement for investigative and relic recovery excavations prior to Contractor Award. These are to follow the processes as stipulated by the Development Approval Conditions which may include the development of an Unexpected Finds Protocol (UFP) if required. This would be utilised by the contractor during works and would step out the process and requirements should any archaeological relics be discovered during the works.

9.3. Traffic Management Plan

A preliminary construction traffic management plan has been prepared by SECA Solution and provided as part of the SSDA submission documentation package. This is to be reviewed by the Principal Contractor and redeveloped into a Construction Traffic Management Plan and seek approval from Central Coast Council prior to commencing works on site. Periodically as required during the stages of construction the Principal Contractor will also be responsible for updating the Traffic Management Plan and gaining approval.

9.4. Quality Control Plan

As part of the Quality Control regime, Inspection and Test Plans (ITP's) are to be implemented to help ensure and verify whether work has been undertaken to the required standard and requirements, and that records are kept.

9.5. Impact on Neighbouring Operations

Construction and administrative activities need to be planned and managed so that any impact on the ongoing neighbouring business operations are avoided or minimised. Maintenance and appearance of the site and its boundaries will be paramount to keeping relationships with these businesses open and healthy.

9.6. Industrial Relations

The Commonwealth Government requires broad and comprehensive application of the National Code of Practice for the Construction Industry (NCOP) and all current industrial relations (IR) legislation. All Subcontractors will also need to comply with the National Code and the Guidelines.

The APP Group

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