CONSTRUCTION MANAGEMENT PLAN

FORMER DEBENHAMS
14-20 SOUTH STREET
WORTHING
BN11 3AA

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Revision Table				
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19/03/2024	1	1st Draft	Whole Document	Paul Sewell
21/03/2024	2	Loading and Unloading Plan Added	Appendix	Paul Sewell
		Vehicles section added.	Page 14	
		Mud / Wheel washing section added	Page 14	
03/04/2024	3	Site Description and Context section amended to include more detailed description / information.	Pages 5,6,9 & 10	Paul Sewell
		Changes made to confirm that access to the car park adjacent to Iceland will not be affected for residents and businesses.		
		Confirmation that the provision of scaffolding to the development will not encroach on to Marine Place and require significant road closures.		

Revision Table				
Date	Ver	Revision / Changes	Page No	Rev By
03/04/2024	3	Additional information provided to confirm that a pedestrian route will be maintained and that the significant closure of Marine Place will not be required.	Pages 5,6,9 & 10	Paul Sewell
29/04/2024	4	Addition of letter template for neighbouring residents and businesses (and associated referencing document).	Appendix & Pages 8 and 12	Paul Sewell
		Addition of commitment to meeting the standards set out in BS5228. Section 5.4	Page 15	
17/06/2024	5	Construction Manager contact details added to main directory and to letter template for residents.	Appendix & Page 8	Paul Sewell
05/08/2024	6	Update to description in section 1.3	Page 5	Paul Sewell
		Update to section 1.4 to provide additional detail in relation to project challenges and solutions	Pages 6,7 & 8	
		Update to Principal Designers details	Page 10	
		Update to section 2.2 to reflect changes to site layout	Page 11	
		Section 3.0 revised	Page 13	
		Additional detail provided to section 5.6	Page 19	
		Revised logistical plan and programme provided.	Appendix	
16/08/2024	7	Duplication of the description of the Iceland Carpark from penultimate paragraph of page 7. Copied into Introduction to section 1.4	Page 5	Paul Sewell
		Amendment to wording in 1.4(5) to reflect that a section of the 1st floor is both adjacent to and above the Iceland carpark.	Page 6	
		Arrangements for alternative parking for residents who use the Iceland Car park. Section 5.3	Page 16	
		Revised logistics plan provided	Appendix	
		Preliminary scaffolding drawings provided	Issued separately	
26/09/2024	8	Amendments to proposed start date Section 1.3.	Page 6	Paul Sewell

Revision Table				
Date	Ver	Revision / Changes	Page No	Rev By
26/09/2024	8	Amendments to Section 3.0 to provide more detail on notification and engagement arrangements.	Page 14	Paul Sewell
26/09/2024	8	Revisions to letter template for neighbouring residents and businesses	Appendix	Paul Sewell

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1.0 Introduction

This Construction Management Plan is issued by the main developer / client. This plan outlines the client's intentions for the construction project and acts as a key information document for the project team, statutory authorities and other stakeholders.

The purpose of this document is to set out the arrangements that will be in place to minimise the impact of the development on the environment and neighbourhood.

The Construction Management Plan should not be confused with the Construction Phase Plan (CPP). The CPP is a separate document prepared and implemented by the Principal Contractor. The two plans must be compatible and when combined should deliver a development that has been suitably planned, managed and completed in a safe and efficient manner and driven by a culture of collaboration, communication and the community.

The plan looks provide a focus for the management and co-ordination of construction health, safety and environmental issues that occur as the project evolves. Therefore, the plan will be subject to periodic review following any design changes, alterations or unforeseen circumstances or if variations to planned events arise. In the even that none of these events occur, the plan will be subject to planned periodic reviews.

All relevant duty holders are required and expected to contribute to the successful development and implementation of the Construction Management Plane, as required.

1.1 Project Description and Summary Programme	
Project Title	Redevelopment of the Former Debenhams, Worthing
Planning Ref No	AWDM/1906/22
1.2 Project Address	
Project Address	Former Debenhams, 14-20 South St, Worthing BN11 3AA
1.3 Project Details and Overview	
Project Description	The work comprises of the conversion of an old department store into approx. 80 one and two-bedroom flats located above a retail units. The construction phase will include the demolition of the part of the existing 1st floor structure that extends over the adjacent Iceland car park, with 3 new storeys added to this elevation and 2 additional storeys added to the core building. The property is vacant and has been stripped back to its concrete frame.
Project Start Date	December 2024 (Construction Phase)
Project Duration	24 Months

1.4 Site Description and Context	
Site Description and Context	The existing building is a reinforced concrete structure comprising of a ground floor and 3 upper floors. The building is located in the centre of Worthing and sits in a row of operational retail / commercial units. The south elevation of the building also includes an extended element of the first floor. This is supported on reinforced concrete pillars and sits above the Iceland car park. The car park is used by shoppers, residents and business. The area to the front of the building consists of local authority paving and a road that provides town centre access to authorised vehicles. The pedestrian area has a heavy footfall on most days, consistent with a town centre location. The road to the front of the building provides town centre access to authorised vehicles only and forms part of a major bus route. In addition, a bus stop is located in reasonable proximity to the front of the site. The rear of the site is served by a single lane access road (Marine Place) The road is part of a small one-way system and links to the main road along the promenade to the south. The area to the rear of the site consists of a small pay and display car park and a small number of residential buildings which are understood to be used as hostels for vulnerable adults. Residential buildings known as Sea Spray and Worthing House are located to the south and southwest boundary, respectively. In addition, there is a residential block to the north of the site, however this is fully separated from the development by a retail unit.

1.4 Site Description and Context

Summary of Key Challenges to the Development:

The main challenges to the development are considered to be:

1. Limited access to site via the route to the front of the building due to its town centre location.
2. Limited access to the rear of the building due to the narrow access road. This could result in congestion and obstruction to the main access road.
3. Limited external space in the surrounding areas for storage of equipment and materials / loading and unloading.
4. Proximity of other businesses and residents.
5. Proximity of the Iceland car park below and adjacent to proposed to the construction works / lifting operations.
6. General proximity of members of the public who have right of way to the areas to the front and rear of the building and to the Iceland car park.
7. Management of deliveries (including bulk deliveries).
8. Possible disruption caused during the installation of significant plant, equipment and materials associated with the project.
9. Effective communication with local businesses and residents to minimise disruption during key stages of construction.
10. Parking for contractors and visitors

Key Challenges - Solutions:

1. Accepted that the main access route into the site will be to the rear.
2. Development of land to the rear of the building to provide suitable space for vehicles & deliveries etc to fully pull off Marine Place. Utilise ground floor space within the building.
3. This area will also provide suitable space for unloading and storage of materials prior to transfer into the main site, in addition to utilisation of ground floor space within the building.
4. Each construction phase will be reviewed ahead of implementation to assess impact on neighbours (e.g. in terms possible noise, congestion to the external or general disruption). With a view to firstly avoiding any disruption and secondly communicating directly with those potentially affected.
5. Creation of a fully enclosed temporary structure around the existing first floor structure that sits over the Iceland car park with the first lift located at a height of 5m from ground level.

   Creation of a structurally designed, reinforced gantry at a height of 5m over Marine Place that connects with the external compound. This will provide safe access to the work area above the car park, protect persons / vehicles on the ground below from falling objects and enable hoisted materials to be transferred into the site (over the gantry) without the need to close Marine Place or the Iceland car park during these operations.

1.4 Site Description and Context	
	6. The design of all external scaffolding / temporary structures includes provisions to provide a protected pedestrian and vehicle route along Marine Place and maintain access to the Iceland car park. 7. Where possible deliveries will be scheduled to arrive at times where they will have the lowest possible impact on other road users. Delivery vehicles will unload within the external compound to the rear. All delivery vehicle movements will be co-ordinated by a suitably trained banksman. 8. In the event that any plant, equipment or materials are required on site that will involve unavoidable disruption to Marine Place, the following will be implemented: o We will take all reasonable steps to prevent the disruption in the first place. o Where disruption is considered to be unavoidable. Steps will be taken to minimise disruption as far as is reasonably possible. For example, the use of a crane to lift materials into position with a reinforced gantry below will minimise potential interruption of the traffic flow to Marine Place (which would be the case if materials were transferred by an alternative method). However, the installation of the crane will require temporary road closure for 1 day to install the crane, and 1 day to remove the crane. This will be agreed with the local authority / Highways departments who require 12 weeks to evaluate and issue the relevant permits. o Where disruption is considered to be unavoidable and significant. A suitable plan will be agreed and recorded. The plan will set out the impact of the disruption and include the measures that will be in place (e.g. provision of temporary traffic lights etc). o The plan will be communicated to those that could be affected to provide a reasonable amount of notice of the temporary disruption. 9. We recognise the importance of effective and productive lines of communication with any person who could be affected during certain elements of the construction phase (specifically neighbouring residents and businesses). As our programme is developed, we will identify aspects of the project that necessitates specific communication to neighbours etc. We also encourage neighbours to provide constructive views in relation to the management of the site to ensure that these views can be considered to mitigate against any disruption caused. We are committed to swift and effective resolution of any reasonable matters raised. Prior to full commencement of the project, the letter in Appendix 1 will be issued to all neighbouring residents and businesses. In addition to the above, we have set (in section 3.0) full details of proposed methods of engagement with local residents (prior to and during construction).

1.4 Site Description and Context	
	10. We have purchased 2 parking spaces within Bedford Row for the Site Management to park within. All contractors will be required to drop off any plant and materials they require within our site compound, and to pay for parking locally. There is more than adequate provision to allow for this without causing disruption. Key Challenges Solutions – Supporting Notes: The developer recognises the concerns raised by local residents in relation to occasional traffic congestion along Marine Place. Evidence has been provided by some residents demonstrating how other road users (not associated with our project) have partially or temporarily obstructed this route in the past. Our site set up arrangements will ensure that delivery vehicles and lorries associated with this development will be able to attend site and offload without the need to obstruct Marine Place. The south elevation of the building also includes an extended element of the first floor. This is supported on reinforced concrete pillars and sits above the Iceland car park. The car park is used by shoppers, residents and business. The proposed development will require significant works above this area which will understandably cause concern that access to this area will be limited or restricted. As part of the planning of this project a conditional agreement has been established between the developer and Iceland that allows access to the area above the car park to carry out the required building works (i.e. through the provision of a suitable scaffold) but without restricting access to the car park itself. Details have been provided in other sections of this report.

2.0 Site Management

2.1 Site Personnel

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2.2 Development Site Layout and Welfare Arrangements

Initially the ground floor of the building will operate as the main site compound, however this is due to be expanded to utilise space acquired to the rear of the site as the project gets underway.

The ground floor area is a fully enclosed, large open space provided with suitable vehicle access. This allows for deliveries and a parking for a small number of vehicles.

As the ground floor is fully enclosed within the building access to the site can be controlled via the pedestrian and vehicle access gates. The enclosed nature of this part (and significant other elements of the site) also provides a high degree of acoustic control to minimise the impact of noise on the surrounding areas.

A number of TAU's are located in the ground floor area and have been connected to mains power and drainage. Separate units are provided for toilets / handwashing, food preparation and eating, drying and storage and office accommodation.

It is considered that the welfare provisions will be adequate to cater for the numbers of male and female operatives working on site in the initial stages of the project however additional facilities will be necessary as the number of site personnel increases. Additional units are planned for the external compound.

The majority of work will be undertaken within the current site footprint. This includes the section of the building that extends over the Iceland car park. Arrangements to maintain safe access along Marine Place and to the car park throughout the project have been set out in section 1.4.

The site (including the external compound) will be fully secure and hoarded / fenced. External areas (including the section above the Iceland car park) will be scaffolded. The scaffold and a proposed gantry section that extends over Marine Place will be fitted with appropriate scaffold netting, protective fans to protect persons / vehicles below from falling objects. The gantry will be provided with pavement / vehicle lifts at a height of 5m to enable free-flowing traffic along Marine Place at all times. A full scaffold plan is currently in the final stages of design.

The provision of the above measures will enable suitable segregation of working areas from the public. All site traffic will approach to the rear of the building, via Marine Place. Deliveries will be managed so as not to cause congestion to this route. In most instances delivery vehicles will be marshalled off the road into the external compound or loading bay on the ground floor.

A TTRO Parking bay suspension (WSCC-583849605) has been granted for the loading bay directly opposite the rear entrance of the site. This will be extended prior to any hoardings being installed.

A pavement / Hoarding license application (Licence Number:HDG-03366) has also been approved for the rear of the existing building. This will be re-applied for and will include the areas to the front of the Debenhams building, and the rear of the Iceland car park. Access into and out of the Iceland car park will be maintained at all times. With the exception of a small number of occurrences there are no plans to close Marine Place to vehicles to facilitate the set up and ongoing operation of the site, including all proposed scaffolding. The pavement to the west of Marine Place will sit within the site hoardings, however the pavement opposite, to the east side, will be unaffected so pedestrians will have unrestricted use throughout the project. Where necessary, pedestrian and vehicle routes will be manned by traffic marshals to protect members of the public during any deliveries etc, which is standard procedure for a site of this nature and location.

2.3 Site Personnel and Visitors

All contractors are fully inducted as part of their initial visit to the site. The induction is carried out by the site manager and includes the following:

- A full review of site safety rules.
- A review of PPE requirements and confirmation that the contractor has all the required PPE.
- Completion of a fitness to work / medical review.
- Discussion of any specific safety requirements that will be required during any work due to be undertaken by the contractor.
- Review of first aid and accident reporting arrangements.
- Review of welfare provisions.

Visitors are provided with a more basic induction (general safety rules and PPE requirements) on the basis that they will be accompanied at all times.

Key elements of the construction management plan will be incorporated into the induction, as required. More general messages / rules about consideration of neighbours and the environment will be reinforced with notices / signage that highlights good practices.

2.4 Managing materials, site storage, and good housekeeping

Suitable storage areas have been established on the ground floor and will be supplemented by storage areas in the external compound. This includes areas for tools and building materials and other enclosures for waste materials.

We arrange for periodic remove of building waste to prevent unnecessary accumulation.

The above areas will be fully enclosed within site hoardings / fencing to ensure that there is no encroachment on surrounding areas or impact on the public.

Routine inspections will be undertaken to ensure that issues in relation to the management of materials, storage and housekeeping are suitably controlled.

2.5 Site Security

The site will be contained within the building boundary and external compound and will be fully secured at all times.

External lighting to the front and rear is provided by local authority street lighting.
The site is also equipped with CCTV throughout and an intruder alarm that is connected to a remote monitoring service.

3.0 Community Liaison and Communication

Public consultation measures already undertake have been set out in Document P1917 - Statement of Community Involvement.

The aim of this Plan is to demonstrate to stakeholders (including local residents) how key aspects of the construction phase will be managed and the arrangements that are in place if further information is required or to register a complaint. With this in mind the following information is provided:

Construction activity will be undertaken within the fully hoarded / protected site boundary. The boundary is defined as the existing external walls and roof systems that form the former Debenhams store (including the extended section of first floor on the south elevation that projects over the neighbouring Iceland car park).

We recognise that there will be elements of the construction phase could cause temporary disruption to neighbours. To mitigate against this and to ensure effective channels of communication the following action will be taken:

Prior to works commencing:

- We will arrange a public engagement meeting for residents to attend.
- This will be instigated within 7 days of achieving planning permission.
- Invitations will be issued, as follows:
    - Via post to all residents listed on the central mailing list used for the recent CMP consultation periods letter.
    - Published on the Council Planning Portal.
    - Displayed on the external site notice board.
- In addition, we will issue the letter in Appendix 1 to all local residents prior to commencement of the works. The letter provides more general information about the project, where to find the latest version of the Construction Management Plan, our notification procedures, our complaints procedure and general site contact information.

During the works:

- Our programme of works will be kept under continuous review.
- Any element of the construction phase that could cause disruption (e.g., temporary noise or traffic disruption) will be identified as art of this process.
- In the first instance we will look to manage the phase of work to minimise disruption.
- Where unavoidable, residual disruption is anticipated the Construction Manager / Site Manager will ensure that any neighbour who could be affected are notified. This will involve the following actions:
- Provision of a notice that sets out the details of the planned works, the estimated duration and the proposed steps to minimise / control disruption.
- The notice will be published on the external site notice board and sent directly to residents (ideally by e-mail).

  Note: We will invite residents to provide their e-mail address as part of the public engagement notification and pre-commencement correspondence.
- Notification will be made at least 7 days in advance of any anticipated disruption to allow those effected time to respond and consult.

3.1 Complaints Procedures

In the event that any complaints are received, the following procedure will apply:

- A complaints register will be established.
- All complaints will be recorded, as follows:
  - The date and time of the complaint.
  - The cause of the complaint together with any details provided at the time.
  - If the complaint is received in writing or e-mail or text. We will acknowledge the complaint within 24 hours, usually by e-mail.
- The complaint will be resolved as follows:
  - The complaint will be investigated by a senior member of the construction management team.
  - If necessary, the complainant will be contacted for additional information.
  - The findings of the investigation will be recorded together with any corrective actions that will be implemented.
  - The date and time of the action taken to address the complaint will be recorded.
  - These actions will be communicated to the complainant with a view to resolving the complaint. The outcome of this communication will be recorded. E.g. "complaint resolved" or "unresolved and escalated" etc. Where a complaint is unresolved, we will take all reasonable steps possible to arrive at a satisfactory outcome with the complainant.

4.0 Implementation, Monitoring, and Corrective Action

The key requirements of the construction management plan will be assessed as part of our formal weekly health and safety site inspections. Any instances of non-compliance will be recorded, actioned and followed up during subsequent inspections.

Where items of non-compliance are established, the following specific action will be taken:

- Recorded in the weekly audit report and issued to senior members of the construction management team.
- The report will also include the actions required to bring standards back in line with the construction management plan and the time frame for implementation.
- For relatively minor issues that can be easily resolved the action is likely to be implemented at the time of the audit.
- For more complex issues the action will include recommendations for management involvement.

5.0 Site Operations

5.1 Working hours

The site will operate during the following hours:

- 08.00 to 18.00 on Monday to Friday
- 08.30 to 17.00 on Saturdays
- The site will not operate on Sundays or Public Holidays.
- Any work that has the potential to generate significant noise / disruption will not commence before 08.30.

Note: the above hours cover operations and work which are audible at the site boundary. Any similar works required outside of these hours must not proceed without approval by the local planning authority.

We also recognise that the local planning authority can amend the working hours where local circumstances require.

It is not anticipated that any elements of the project will be required to be undertaken outside of the regular site hours. However, as an additional safeguard this will be periodically reviewed as part of routine programme reviews with appropriate notifications made, as required.

5.2 Deliveries and transport of materials, plant, and equipment to site

Deliveries including the transport of materials, plant, and equipment to the development site shall only take place during the following hours:
08.00 to 18.00 on Monday to Friday

- 08.30 to 17.00 on Saturdays
- No deliveries on Sundays or Public Holidays.

We do not currently anticipate circumstances where deliveries will be required outside of the hours stipulated. This will be kept under review and the programme for the construction phase of the project progresses. We recognise that any deliveries required outside of these hours will require approval from the local planning authority.

All regular loading and unloading activities will be undertaken in the loading area which will be located within the external compound to the rear or within the ground floor of the building.

All oversized / bulk loads will be unloaded in the external compound to the rear of the site. Depending on the nature of the load, materials and equipment will then be transferred to site via the ground floor vehicle entrance and moved vertically using an electric hist installed within one of the existing lift shafts or lifted into the site by crane. See revised, site logistics plan.

As part of the ongoing review of the construction phase programme of works we will identify any materials or equipment that will require specific arrangements for delivery / installation over any above those stated above. In these instances, all such delivery / installation work will be fully planned to minimise disruption. Where necessary the appropriate permissions will be requested with any neighbours notified in line with the arrangements set out in section 3.0.

In addition, and where possible, we will look to phase / sequence deliveries to time where they will minimise the risk of disruption.

5.3 Highways and development traffic management

The building has been adapted to create a dedicated vehicle access route.

A small amount of parking is available within the ground floor loading bay area.

Additional parking will be made available (where possible) to the compound at the rear of the site.

In addition, there are a number of other car parks located in close proximity within the town centre. During busy times contractors will be requested to off load materials and equipment on site then park in an alternative location.

Access to the site is available via fully adopted roads suitable for all vehicles that are likely to attend site.

Under regular conditions specific traffic management arrangements along the public highway are not anticipated. However, temporary arrangements will be required for short durations during the programme (eg temporary road closure during crane installation / decommissioning and the use of "stop-go" boards during some lifting operations).

Our site management arrangements and proposed programme of works are designed to minimise disruption to the public and local residents wherever possible. However, during the works it is anticipated that some survey activity and associated works may be required to the area in and around the Iceland car park.

To minimise disruption and in order to protect residents and vehicles in these circumstances, the following arrangements will be made:

- A minimum of 7 days notice will be provided to any residents effected.
- Alternative parking to be made available within the existing car park, if possible or within the developers compound along Marine Place or in designated bays in Bedford Row (at no charge to the resident),
- Disruption will be limited to a maximum of 48 hours.

5.4 Noise and Vibration

The following noise and vibration mitigation measures will be in place throughout the project:

- All plant and equipment is maintained in good working order.
- Plant will not run when not required.
- When planning work consideration will be given to the cumulative effect of operating multiple noise emitting items of plant and machinery, with a view to phasing work where possible.
- Consideration will be given to limiting the duration of all plant and machinery capable of generating high levels of noise.
- For most of the project noisy plant and machinery will be operated within the confines of the building perimeter which will limit the level of nuisance / disruption to neighbours.
- As the site develops (and in particularly when the upper floors are added). Specific assessments will be undertaken to establish and mitigate noise with a view to minimising the impact on neighbours.
- Our policy is to use mains electric, or battery powered equipment on site and minimise the use of diesel- and petrol-powered generators.
- Where generators or noise plant is used, we will monitor noise and ensure that equipment is not audible at or beyond the site boundary outside of approved working hours.
- Material handling will be conducted in a way that minimises noise (for example by minimising drop heights into hoppers or collection areas).
- We will ensure that radios (or similar) are not audible at the site boundary.

We will routinely undertake noise assessments during the construction phase. As a general rule we will apply the following standard to establish if noise emitted from site is a potential nuisance.

Prior to the commencement of the construction phase, we will take multiple, time weighted ambient noise readings to the following areas:

- To the front and rear of the building at the site boundary.
- In close proximity to the nearest dwelling.

We will then take regular noise readings during the construction phase. As a general rule if construction (including the ambient) noise is 5dB or more than the ambient noise pre-construction at the nearest dwelling then there will be deemed to be an issue with noise.

We will then look to mitigate the noise with further controls (e.g. acoustic screens etc).

We will also follow any requirement to assess noise as directed by the local planning authority and apply any thresholds / limits required.

Due to the enclosed nature of large elements of the site, we do not anticipate that intrusive noise will be generated that causes a nuisance to neighbours. As such there are no plans in the initial stages of the construction phase to provide acoustic screens etc. However, this will be kept under review (as detailed in the previous section) and in particularly during the works to construct the additional floors to the building.

All noise issues will be assessed and controlled in line with the recommendations set out in BS5228: Code of Practice for noise and vibration control on construction and open sites, where applicable.

5.5 Dust

The current site has been fully stripped out. Some further demolition work is required in the early stage of the construction phase. This works will be supported with robust measures to limit the creation and spread of dust. Including selecting demolition methods that minimises the production of dust residual dust. Sheeting up areas to contain airborne dust dispersal, mechanical extraction and damping down. Dry sweeping of dust will also be avoided.

In addition, it is anticipated that dust will be generated from regular fit out work mainly connected with routine masonry and joinery activity and occasional removal of bulk waste. The following controls will be in place to minimise the potential impact of dust on neighbours and the environment:

- Any cutting of stonework, paving, tiles or masonry will be undertaken with equipment that includes water suppression.
- Cutting tools involved in joinery work will be connected to mechanical extraction equipment with the appropriate filters in place.
- Cutting without extraction will not be permitted on site.
- Good standards of natural ventilation will be provided where possible, however safeguards will be in place to ensure that any ambient dust does not escape from the building to neighbouring areas. We mitigate against this with the use of static dust extraction systems throughout the building.
- Bulk waste materials will be removed by loading within the buildings loading aby and damped down if necessary. All materials will be secured and covered before leaving site.

As an additional safeguard we use dust control measures as set out above. These controls will be assessed in more detail in advance of any works that involve opening up sections of the building where dust could be either created or spread from the building. This will include increased use of dust extraction, damping down and sheeting up of openings.

5.6 Vehicles

The number, frequency and types of vehicles anticipated onsite will be as follows:

- Bulk Deliveries: (2 -3 per week) usually via HGV / HIAB vehicles.
- Small Deliveries: (1-2 per day) usually by small /medium sized vans.
- Staff and contractors: (5-10 per day) small, medium sized vans.
- Plant: 3 – tonne excavator to be used intermittently. Electrical tower crane.

This will be kept under review and updated in line with any amendments to the programme of works. Please note: It is anticipated that delivery frequency for points 1 & 2 of the above will be 50% higher than the estimates provided above in the initial 6 months of the project and in particularly in relation to steel installation works (see draft construction programme).

5.7 Mud / Wheel Washing

Due to the nature and location of the site, this is not considered to be an area where specific management arrangements will be required. For example, no earthworks are proposed during the project.

As an additional safeguard we will carry out periodic checks to the vehicle access area to loading areas. In the event that any residual dust or traces of debris is observed in or around this area associated with construction activity or in connection vehicles entering or leaving the site, steps will be taken to routinely wash down / sweep external areas to keep them free of materials.

5.8 Air Quality

During the initial foundation works inside of the main building, we will be operating a 3-tonne excavator.

- The Diesel Excavator will be fitted with an exhaust scrubber.
- This will minimise fumes created by the combustion engine of the machine.
- All NRMM shall be regularly serviced. Service logs shall be kept on site for inspection by the local authority.
- Records shall be kept on site which provides proof of emission limits including legible photographs of individual engine plates for all NRMM equipment. This documentation shall be made available to local authority officers on request.

5.9 Artificial Lighting

Due to the nature and location of the site external lighting is only likely to be required to the external compound area. Steps will be taken to ensure that lighting levels and positions are such that they will be intrusive to neighbours etc.

6.0 Waste Management

The site will operate a clear policy on waste management designed to:

- Minimise waste.
- Manage unavoidable waste.
- Control hazardous waste.
- Avoid unnecessary or excessive accumulation of waste.
- Avoid waste effecting neighbouring areas.
- Ensure that all waste is removed by a suitable, licensed contractor.
- We also operate a "no burning policy" in relation to waste management.

6.1 Waste Mitigation Measures

Waste is accumulated in designated, segregated areas within the main compound.
All waste is periodically collected by a licensed contractor. Copies of all waste transfer notes / disposal documentation is retained onsite.

6.2 Identification of Hazardous Materials

There are currently no known hazardous materials located in the building. All asbestos has been identified and removed.

All hazardous materials used in the construction phase will be stored, used and disposed in line with the supplier's instructions.

6.3 Asbestos Survey

An asbestos surveys have been carried for all relevant elements of the site. All ACM's in the main building have been removed by licensed contractors. Residual asbestos in the outbuilding to the rear compound will be removed under licenced conditions prior to the development of this area.

6.4 Waste Minimisation Strategies

We look to minimise waste at every stage of a development, as follows:

- Source materials from suppliers with sustainability policies.
- Minimise risks of excess material procurement through effective QS controls.
- Segregation of waste to maximise recycling opportunities.
- Dispose of waste to landfill or incineration as a last resort.

7.0 Environment

7.1 Soil and Land Management

Small amounts of site won materials remain on site as a consequence of strip out works. These materials are stored in the main compound and covered to prevent any disturbance. Where possible these materials will be re-used during the construction phase or suitably disposed of, if not required. No topsoil or contaminated ground is present or will be generated during the construction phase.

Where possible non-hazardous substances will be used on site.

The use of potentially hazardous substances will be limited and kept to small quantities.

In the event of a spillage a spill kit will be used together with measures to prevent substances entering drains etc.

No stockpiling will occur during the construction phase.

Environmental arrangements will be reviewed as part of weekly safety / compliance audits.

All operatives are trained in asbestos awareness.

All operatives are told to stop work and refer to the site manager in the event that they discover suspected asbestos or any other potential hazardous substance or contaminant.

Further tests will be organised by the site management team to identify any potentially unidentified hazardous substance or contaminant to ensure that appropriate controls are implemented to prevent any risk to operative or the environment to contain / remove the substance.

7.2 Control of Watercourses and Ground Water

Our policy is to minimise water wastage where possible. We do this by ensuring that all connections to the mains are secure to minimise leakages together with end of day checks to make sure all water is switched off.

We also operate a spillage policy to ensure that potentially harmful substances are prevented from entering drains if spilled.

We recognise that contaminated water can be harmful to the environment if allowed to enter drains. This can occur if water from the site mixes with contaminants and is then allowed to run off into drains.

We look to control this by assessing where water will run in circumstances where it is necessary to use it on site and where it could contaminate and run off. For example, during damping down as part of our dust control measures. We will prevent this water from running off into drains by limiting the amount of water used, not leaving hoses etc running unattended and by rerouting run off water away from drains. Water will then collect, evaporate and the area can be cleaned.

8.0 Supporting Documentation

1. Example letter to residents
2. Logistics Plan
3. Draft programme
4. Preliminary Scaffolding drawing (issued separately)

9.0 Appendix 1

9.1 Content of letter to Neighbouring Businesses and Residents

Dear.....
Date.....

Redevelopment of the former Debenhams department store

I am writing to you on behalf of the above development which is due to commence in December 2024. The project will redevelop the department store into a number of residential apartments and include some retail space to the ground floor. We anticipate that the project will be fully completed by the end of 2026.

We recognise that any major construction project (especially in a town centre location) has the potential to cause disruption and inconvenience to local residents and businesses. The development team are committed to minimising disruption throughout the duration of the works.

Full details of how this will be achieved is set out in the Construction Management Plan (Add link). The Construction Management plan is kept under continuous review and will be updated and re-published as the project evolves.

As a community focused developer, we are committed to high standards of engagement and communication with our neighbours during our developments. While we will strive to operate a project that does not impact on our neighbours, we recognise that on occasions you may have observations or concerns that you want to raise with us.

To facilitate a proactive relationship with our neighbours prior to and during the project the following arrangements have been established:

- A public engagement meeting for residents to attend and ask questions. This will be arranged prior to work commencing and an invitation will be issued separately.
- Community liaison policy. This policy is provided in the main Construction Management Plan and sets out how we will identify and notify local residents of any temporary disruption that may occur during specific stages of the project to minimise inconvenience. The policy also includes our formal complaints procedure.

In addition, you can reach us at any time by writing to contact@craigconstructionservices.co.uk.
Our policy is to acknowledge all communications within 24 hours and then look to resolve any issues promptly.

Urgent enquires should be directed to the Construction Manager:

Tony Taylor - tony@craigconstructionservices.co.uk - 07834766302

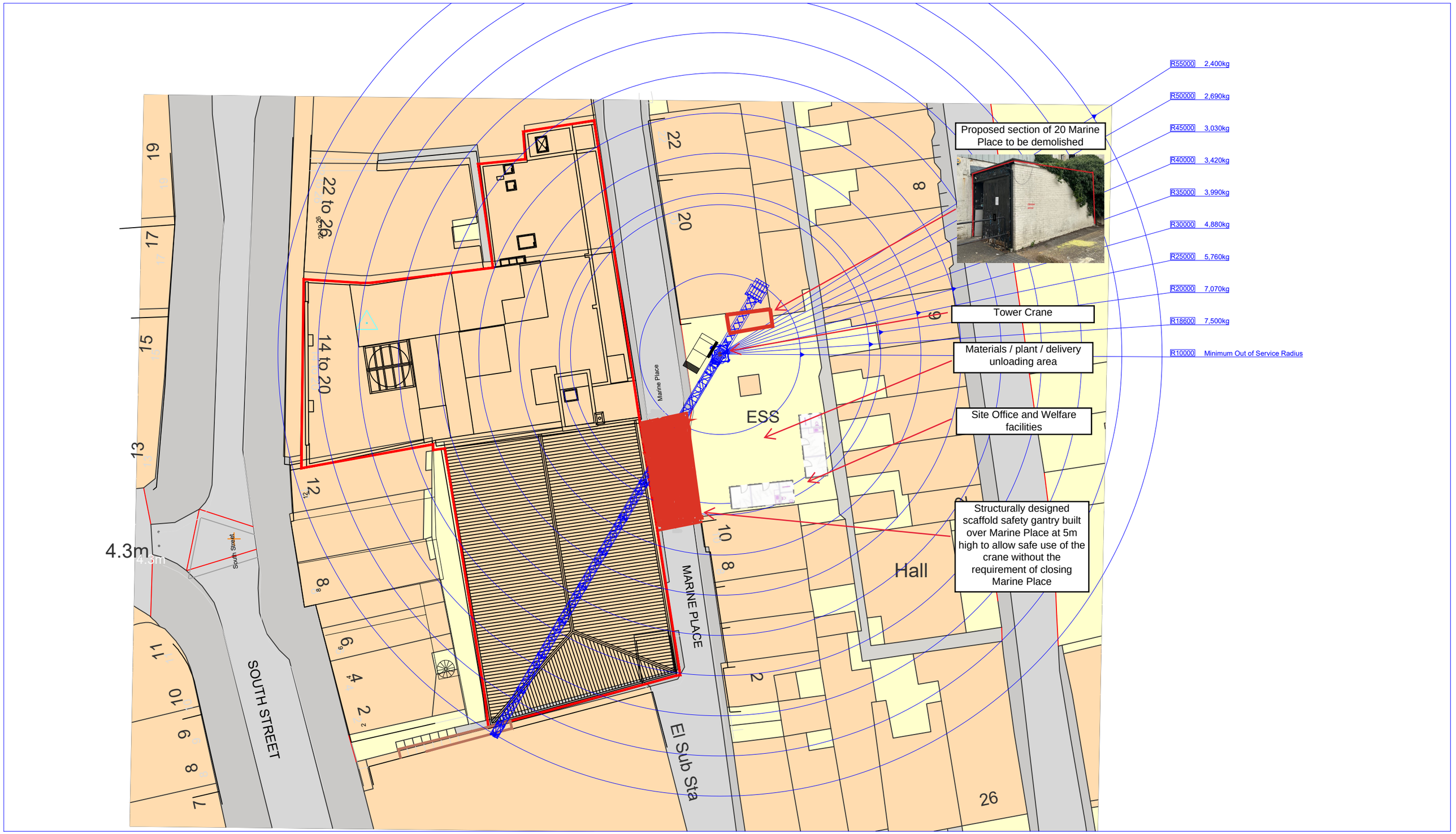
We are committed the successful redevelopment of this iconic town centre building, and we look forward to restoring it to a standard that will add value to the town centre environment.

Yours sincerely,

On Behalf of Craig Construction Services

10.0 Glossary

Air Quality Management Area (AQMA)	An area where air quality objectives are likely to be exceeded. Declared by way of an order issued under the Section 83(1) of the Environment Act 1995.
Arisings	Materials forming the secondary or waste products of an industrial operation.
Clean Air Zone (CAZ)	A zone implemented by a local authority setting nationally set emission standards for vehicles. Noncharging zones can be implemented through policies covering bus and taxi emissions. Charging zones require non-compliant lorries and possibly vans to pay a charge to enter the zone.
Development	The carrying out of building, engineering, mining or other operations in, on, over or under land, or the making of any material change in the use of any buildings or other land.
Environmental Impact Assessment (EIA)	Assessment required for projects specified in Environmental Impact Assessment Directive. Governed by the Town & Country Planning (Environmental Impact Assessment) Regulations 2017.
Heavy Duty Vehicles (HDV)	A vehicle, lorry, or bus greater than 3.5 metric tonnes (3500kg) gross vehicle weight.
Net Power	The engine power in kW obtained on a test bench at the end of the crankshaft, or its equivalent, measured in accordance with the method of measuring the power of internal combustion engines specified in UNECE Regulation No. 12.
Non-Road Mobile Machinery (NRMM)	Any mobile machine, item of transportable industrial equipment, or vehicle - with or without bodywork - that is not intended for carrying passengers or goods on the road, and is installed with a combustion engine - either an internal spark ignition (SI) petrol engine or a compression ignition diesel engine.
Re-Engining	The action or process of replacing the engine of a vehicle or plant/equipment.
Tree Preservation Order (TPO)	An order made by a local planning authority in England under the Town and Country Planning Act 1990 to protect specific trees, groups of trees or woodlands in the interests of amenity.

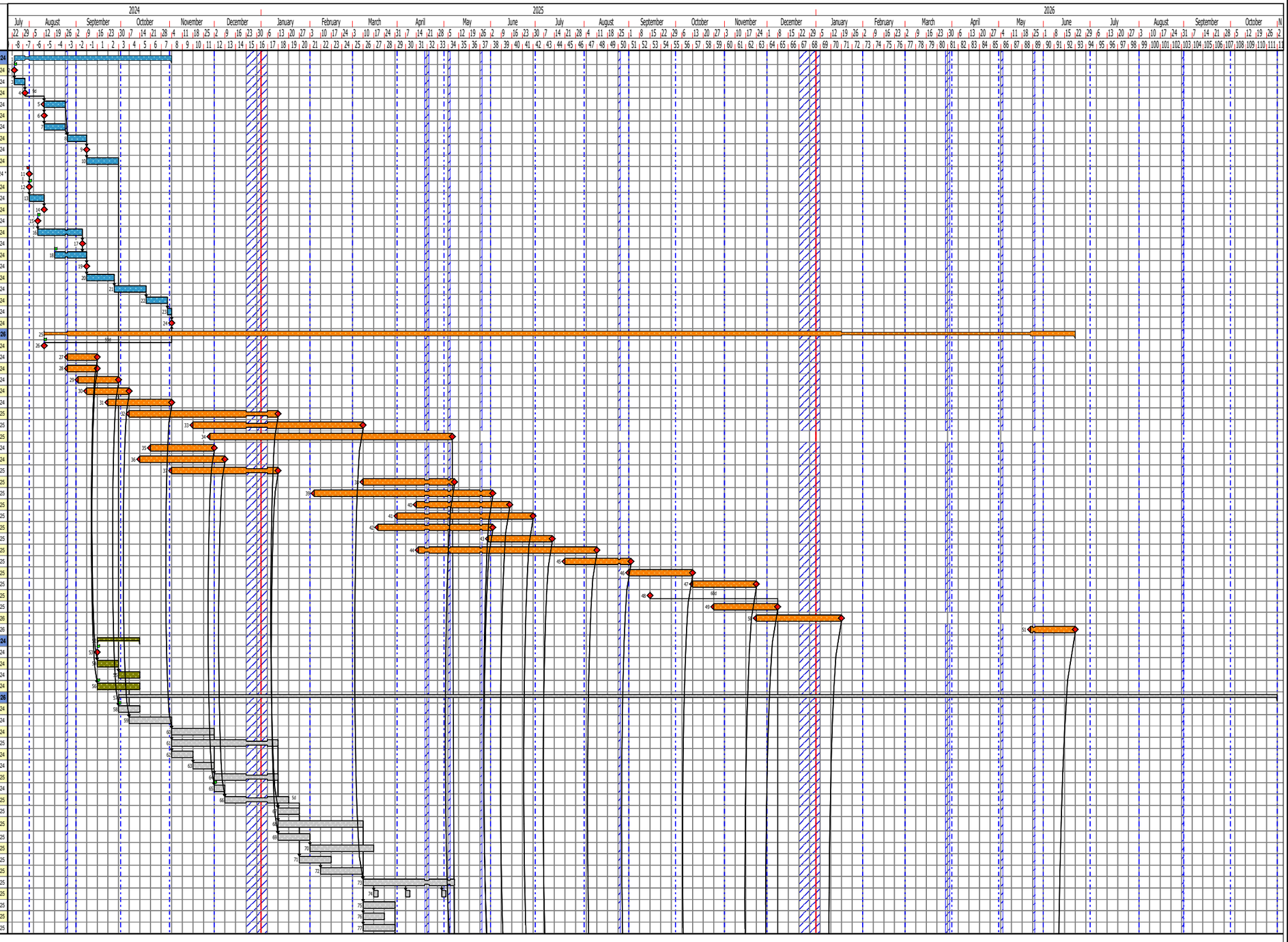


Proposed section of 20 Marine Place to be demolished
Tower Crane
Materials / plant / delivery unloading area
Site Office and Welfare facilities
Structurally designed scaffold safety gantry built over Marine Place at 5m high to allow safe use of the crane without the requirement of closing Marine Place
R55000 2,400kg
R50000 2,690kg
R45000 3,030kg
R40000 3,420kg
R35000 3,990kg
R30000 4,880kg
R25000 5,760kg
R20000 7,070kg
R18600 7,500kg
R10000 Minimum Out of Service Radius
4.3m
SOUTH STREET
MARINE PLACE
El Sub Sta
ESS
Hall
22 to 26
14 to 20
Marine Place
South Street

The Former Debenhams

08/08/2024 | Graig Construction Services | Tony Taylor

Line	Name	Start	Duration	Finish
1	**Pre-construction / enabling works**	**23/07/2024**	**14w 3d**	**04/11/2024**
2	Carry out asbestos survey	23/07/2024 *		23/07/2024
3	Await samples / survey report	23/07/2024	1w	29/07/2024
4	Recieve asbestos survey	30/07/2024		30/07/2024
5	Issue 14 day notification to the HSE to remove asbestos	12/08/2024	2w	23/08/2024
6	Appoint asbestos removal company	12/08/2024		12/08/2024
7	Lead in period / issue of RAMS etc	12/08/2024	2w	23/08/2024
8	Remove asbestos	27/08/2024	1w 4d	06/09/2024
9	Issue asbestos clearance certificate	09/09/2024		09/09/2024
10	Part demolition of 20 Marine Place (in line with planning requirements)	09/09/2024	3w	27/09/2024
11	Car park closed to 20 Marine Place, erect temp fencing	01/08/2024		01/08/2024 *
12	Carry out services survey / scan of 20 Marine Place	01/08/2024 *		01/08/2024
13	Await survey report	01/08/2024	1w 2d	09/08/2024
14	Receive services survey report	12/08/2024		12/08/2024
15	Carry out ground conditions survey	07/08/2024 *		07/08/2024
16	Await results of ground condition survey	07/08/2024	4w	04/09/2024
17	Receive ground condition report	05/09/2024		05/09/2024
18	SWP complete design for tower crane base	19/08/2024 *	2w 4d	06/09/2024
19	SWP issue tower crane base design	09/09/2024		09/09/2024
20	Procure contractor to form crane base	09/09/2024	2w 3d	25/09/2024
21	Excavate and form tower crane base inc crane anchors	26/09/2024	3w	16/10/2024
22	Curing perid for tower crane base	17/10/2024	2w	30/10/2024
23	Erect tower crane (road closures required)	31/10/2024	2d	01/11/2024
24	Tower crane ready to use	04/11/2024		04/11/2024
25	**Procurement**	**12/08/2024**	**91w**	**22/06/2026**
26	Apply for TTRN/TTR0 for crane installation	12/08/2024 *		12/08/2024
27	Hoarding contractor	27/08/2024	2w 4d	16/09/2024
28	Pallisade fencing	27/08/2024	2w 4d	16/09/2024
29	Groundworker	03/09/2024	3w 4d	30/09/2024
30	Scaffolder	09/09/2024	4w	07/10/2024
31	Demolition	23/09/2024	6w	04/11/2024
32	Hot rolled steelwork inc design, approval, manufacture, and delivery	07/10/2024	12w	13/01/2025
33	Cold rolled steelwork / Lewis deck and SFS system	18/11/2024	14w	10/03/2025
34	External windows and doors	28/11/2024	22w 4d	07/05/2025
35	Steel bracing to Iceland car park	21/10/2024	6w	02/12/2024
36	Upgrade works to existing columns in Iceland car park????	14/10/2024	8w	09/12/2024
37	Groundworker / formworker for lift shaft and underpinning works	04/11/2024	8w	13/01/2025
38	Render board / render	10/03/2025	8w	08/05/2025
39	External windows and doors inc design / approval and manufacture	05/02/2025	16w	03/06/2025
40	Roof insulation / coverings and mansafe system	14/04/2025	8w	13/06/2025
41	Commercial sprinkler system inc design / manufacture	01/04/2025	12w	30/06/2025
42	Ballustrades / glass to terraces inc drawings / approval / manufacture	19/03/2025	10w	03/06/2025
43	Stud partitions / MF ceilings and plaster	30/05/2025	6w	11/07/2025
44	M and E inc design of CDP items	15/04/2025	16w	11/08/2025
45	Fire stopping	21/07/2025	6w	02/09/2025
46	Screed repairs	01/09/2025	6w	13/10/2025
47	Lightning protection	13/10/2025	6w	24/11/2025
48	Apply for TTR0/TTRN for tower crane removal	15/09/2025		15/09/2025
49	Decorations	27/10/2025	6w	08/12/2025
50	Carpentry	24/11/2025	8w	19/01/2026
51	Cleaning	22/05/2026	4w	22/06/2026
52	**Site set up and establishment**	**16/09/2024**	**4w**	**11/10/2024**
53	Commence on site	16/09/2024 *		16/09/2024
54	Install Palisade fencing / gates etc to 20 Marine Place	16/09/2024	2w	27/09/2024
55	Permanent site set up	30/09/2024	2w	11/10/2024
56	Install segregation hoarding to the front and rear of the building inc decorations	16/09/2024 *	4w	11/10/2024
57	**Construction works**	**30/09/2024**	**103w**	**02/11/2026**
58	Underpinning to 2 columns adjacent new double lift shafts	30/09/2024 *	2w	11/10/2024
59	Erect scaffold inc structural gantry to the iceland building	07/10/2024	4w	01/11/2024
60	Demolition of 2nd floor structure above Iceland	04/11/2024	4w	29/11/2024
61	Erect scaffold to Debenhams building	04/11/2024	8w	10/01/2025
62	Erect internal scaffold crash decks to lift shaft areas	04/11/2024	2w	15/11/2024
63	Erect internal scaffold crash decks to 3rd floor under all roof lights	18/11/2024	2w	29/11/2024
64	Cut floor slabs and make structural alterations through all floors to form openings for lift shafts	02/12/2024	4w	10/01/2025
65	Install steel bracing between columns in Iceland car park	02/12/2024 *	1w	06/12/2024
66	Upgrade / strenghthening works to columns in Iceland car park????	09/12/2024	4w	17/01/2025
67	Locally break out screed to expose existing columns to Iceland car park below	13/01/2025	2w	24/01/2025
68	Demolition of buildings on roof of Debenhams building / remove roof coverings / remove existing windows / demolish SE staircase (3rd floor up) and forming of new openings through the external facades	13/01/2025	8w	07/03/2025
69	Dig and form pits to lift shaft bases including kickers	13/01/2025	3w	31/01/2025
70	Form / install reinforcement, shutter and concrete lift shafts through the building (up to 3rd floor roof)	03/02/2025	6w	14/03/2025
71	Install stub columns for grillage to roof of Iceland car park	27/01/2025	3w	14/02/2025
72	Install grillage steelwork frame to Iceland car park	10/02/2025	4w	07/03/2025
73	Install cassettes, Lewis deck, and SFS system over Iceland car park	10/03/2025	8w	07/05/2025
74	Screed Lewes deck to the 3 floors over the Iceland car park	17/03/2025	1w 1d	01/05/2025
75	Instal stub columns over the Debenhams building	10/03/2025	3w	28/03/2025
76	Install hoist / scaffold / boarding to staircase 1, ground to 3rd floor	10/03/2025	2w	21/03/2025
77	Install metal staircase ground to 1st floor	10/03/2025	3w	28/03/2025



Trades Contractor.Procurement Stages

Milestones | Pre-construction / enabling works | Procurement | Set up | Construction period

Milestone Appearances

Start Milestone

Drawn by: Planner - Tony Taylor	Dwg No. 00001	Revision No. B	Notes: Comment - Draft

The Former Debenhams

08/08/2024 | Graig Construction Services | Tony Taylor

Line	Name	Start	Duration	Finish
78	Install grillage steelwork frame above Debenhams building	31/03/2025	4w 4d	06/05/2025
79	Install cassettes, Lewis deck, hot rolled steel, extend staircase and SFS system over the Debenhams building	07/05/2025	12w	30/07/2025
80	Screed Lewis deck to the 2 floors over the Debenhams building	03/06/2025	1w 1d	09/07/2025
81	Extend hoist to the 2 newly formed floors above the Debenhams building	31/07/2025	1w 2d	08/08/2025
82	Form external walls / render board to the 3 upper floors over the Iceland building	08/05/2025	5w	12/06/2025
83	Install external windows to 3 floors above the Iceland car park	03/06/2025	5w 3d	10/07/2025
84	Install ballustrades to terraces to the top floor of the Iceland building	03/06/2025	6w	14/07/2025
85	Install laid to falls insulation, roof coverings / roof lights / mansafe system over the Iceland car park	13/06/2025	6w 1d	25/07/2025
86	Install commercial sprinkler system to ceiling of Iceland car park (evening and weekend working required)	30/06/2025 *	6w	08/08/2025
87	Install metal stud and board 1st side to 3 floors over the Iceland car park	11/07/2025	9w	12/09/2025
88	Form external walls / render board to the 2 upper floors over the Debenhams building	31/07/2025	6w 1d	12/09/2025
89	1st fix M and E to the 3 floors above the Iceland building	11/08/2025	12w	03/11/2025
90	Fire stopping to ceiling voids / top of new partition walls to newly formed areas above the Iceland car park	02/09/2025	3w 3d	03/11/2025
91	Complete all new M and E penetrations through new render board above the Iceland car park	13/10/2025	2w	24/10/2025
92	Install laid to falls insulation, roof coverings / roof lights / mansafe system over the Debenhams building (5th floor)	15/09/2025	7w	31/10/2025
93	Install external windows and doors to the Debenhams building	15/09/2025	10w	21/11/2025
94	Screed repairs / leveling compund to existing floors of the Debenhams building	13/10/2025	6w	21/11/2025
95	Install MF ceiling grid and board ceilings above Iceland building	13/10/2025	6w	21/11/2025
96	Board partitions 2nd side to new apartments above the Iceland car park	13/10/2025	6w	21/11/2025
97	Install roof coverings and balconies to the 3rd floor apartments over the Iceland car park	03/11/2025	6w	12/12/2025
98	Plaster ceilings and walls to the new apartments over the Iceland building	03/11/2025	8w	09/01/2026
99	Apply render finish to external walls above Iceland car park	27/10/2025	6w	05/12/2025
100	Install stud partitions and board 1st side 5th and 4th floors to the Debenhams building	03/11/2025	5w	05/12/2025
101	1st fix M and E 4th and 5th floor of the Debenhams building	24/11/2025	9w	06/02/2026
102	Install lightining protection system to areas above Iceland car park	24/11/2025	2w	05/12/2025
103	Complete all new M and E penetrations through new render board to 5th floor of Debenhams building	12/12/2025	2w	08/01/2026
104	Remove tower crane (road closures required)	08/12/2025	2d	09/12/2025
105	Strike scaffold to main roof to 5th floor of the Debenhams building	09/01/2026	3w	29/01/2026
106	Strike scaffold to Iceland car park	08/12/2025	3w	09/01/2026
107	Cover / sheet up / protect and spray emulsion to walls and ceilings to 3 floors above the Iceland building	08/12/2025	6w	30/01/2026
108	Remove hoardings from rear of Iceland car park	12/01/2026	2w	23/01/2026
109	Install balcony support structures to the 5th floor of the Debenhams building	30/01/2026	3w	19/02/2026
110	Install timber floors to corridors and apartments above the Iceland car park and protect	19/01/2026	10w	31/03/2026
111	Install stud partitions and board 1st side ground to 3rd floor Debenhams building	09/02/2026	12w	06/05/2026
112	Board partitions 2nd side 4th and 5th floor to the Debenhams building	09/02/2026	5w	13/03/2026
113	Fire stopping to high level walls and in ceiling voids 4th and 5th floors to the Debenhams building	23/02/2026	2w 1d	23/03/2026
114	Install laid to fall insulation / roof coverings to 5th floor terraces to the Debenhams building	13/02/2026	3w	05/03/2026
115	Install balconies to the 5th floor of the Debenhams building	27/02/2026	3w	19/03/2026
116	2nd fix carpentry inc skirtings, architraves, internal doorsets, kitchens etc to apartments over the Iceland car park	16/02/2026	10w	28/04/2026
117	Strike scaffold 4th to 3rd floor to the Debenhams building.	20/03/2026	2w	06/04/2026
118	2nd fix M and E to the apartments over the Iceland car park	09/03/2026	12w	04/06/2026
119	1st fix M and E ground to 3rd floor to the Debenhams building	09/03/2026	12w	04/06/2026
120	Install MF ceiling grid and board to 4th and 5th floors to the Debenhams building	09/03/2026	6w	21/04/2026
121	Install balcony support structures to the 4th floor of the Debenhams building	07/04/2026	3w	27/04/2026
122	Install laid to fall insulation / roof coverings to 4th floor terraces to the Debenhams building	21/04/2026	3w	12/05/2026
123	Fire stopping above ceilings and through walls at high level ground to 3rd floors of the Debenhams building	14/04/2026	3w 4d	08/06/2026
124	Plaster walls and ceilings to the 4th and 5th floors of the Debenhams building	08/04/2026	8w	04/06/2026
125	Install balconies to the 4th floor of the Debenhams building	07/05/2026	3w	28/05/2026
126	Board partitions 2nd side ground to 3rd floor Debenhams building	28/04/2026	6w	10/06/2026
127	Fire stopping to high level walls and ceiling voids to ground to 3rd floors to the Debenhams building	12/05/2026	1w 4d	12/06/2026
128	Strike scaffold from 3rd floor terrace areas	26/05/2026	2w	08/06/2026
129	Install balcony support structures to the 3rd floor of the Debenhams building	09/06/2026	3w	29/06/2026
130	M and E testing and commissioning to the apartments over the Iceland car park	19/05/2026	6w	30/06/2026
131	Protect / cover and spray paint walls and ceilings to the 4th and 5th floors to the Debenhams building	19/05/2026	6w	30/06/2026
132	Install MF grid and board to ceilings ground to 3rd floors to the Debenhams building	26/05/2026	6w	06/07/2026
133	Install timber floors to the 4th and 5th floors to the Debenhams building	26/05/2026	5w 3d	02/07/2026
134	Install laid to fall insulation / roof coverings to 3rd floor terraces to the Debenhams building	23/06/2026	3w	13/07/2026
135	Mastic / builders clean to apartments over the Iceland car park	22/06/2026	3w	10/07/2026
136	External render repairs and decrations	18/05/2026	10w 1d	28/07/2026
137	Plaster walls and ceilings to ground to 3rd floors to the Debenhams building	22/06/2026	7w	07/08/2026
138	2nd fix carpentry to the 4th and 5th floors of the Debenhams building (doors / skirtings architraves etc)	22/06/2026	8w	14/08/2026
139	Install balconies to the 3rd floor of the Debenhams building	08/07/2026	3w	28/07/2026
140	Snagging and de-snagging to the Iceland building	06/07/2026	4w	31/07/2026
141	Protect / cover and spray paint walls and ceilings to ground to 3rd floors to the Debenhams building	20/07/2026	6w	28/08/2026
142	Sparkle clean	27/07/2026	3w	14/08/2026
143	Strike scaffold to the Debenhams building	29/07/2026	5w	02/09/2026
144	Building regulations inspections and sign off	10/08/2026	2w	24/08/2026
145	2nd fix carpentry ground to 3rd floors to the Debenhams building (doors / skirtings / architraves/ kitchens etc)	10/08/2026	6w	21/09/2026
146	2nd fix M and E to the Debenhams building	10/08/2026	8w	05/10/2026
147	Install lifts	10/08/2026	8w	05/10/2026
148	Handover of the Iceland building	24/08/2026		24/08/2026
149	Snagging and de-snagging to the Debenhams building	24/08/2026	8w	19/10/2026
150	Testing and commissining to the Debenhams building	21/09/2026	5w	23/10/2026
151	Sparkle clean to the Debenhams building	28/09/2026	4w	23/10/2026
152	Building regulations inspections and sign off	12/10/2026	3w	02/11/2026
153	Handover of the Debenhams building	02/11/2026		02/11/2026

Trades Contractor Procurement Stages

Milestones | Pre-construction / enabling works | Procurement | Set up | Construction period

Milestone Appearances

Start Milestone

Drawn by: Planner - Tony Taylor	Dwg No. 00001	Revision No. B	Notes: Comment - Draft