



**OFGS – Kiosk Construction
Management Plan**

Revision: B

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OFGS – Sports Kiosk	
Construction Management Plan	
IMS Document No. B04-TEM-014	Version No. 1.04



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Project Revision History:

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1. INTRODUCTION

The following Construction Management Plan is in relation to the proposed sports kiosk at Oxford Falls Grammar School (OFGS). The site address is 1078 Oxford Falls Road, Oxford Falls NSW 2100. The proposed project consists of an installation of a prefabricated kiosk.

The objective of this report is to address key construction related matters, which includes;

- Waste Management
- Traffic Management
- Complaint Management
- Work Health Safety (WHS)

2. Management Plan

The following sets out the minimum requirements to be established, monitored and maintained by any on site construction activities relating to the development.

The use of a prefabricated design has been implemented to significantly reduce the time required to complete the works and therefore minimise any disruption.

2.1. Noise and Dust Management

The individual undertaking the works will be responsible for implementing all relevant mitigation strategies to avoid disruption of the school, neighbouring properties and pedestrians. The on-site workers will be responsible for implementing necessary dust and noise suppression tactics to minimise the likelihood of disrupting students, pedestrians and nearby occupants.

Noise from construction is to be kept to a minimum, with works being coordinated with the school so that construction doesn't occur on special days such as exams or assemblies.

2.2. Traffic Management

Traffic management will need to be coordinated during the delivery of the kiosk and the necessary traffic planning must take place prior to the commencement of works. The planning is to review the safety of all workers, road users and pedestrians within the proximity of the construction site. The following are the primary objectives:

- To minimise the impact of the construction vehicular traffic, directly and indirectly, on local roadways.
- To promote continuous, safe and efficient movement of traffic (Vehicular and pedestrian) for both the general public, school staff and students, and construction workers,
- Establishment of a safe pedestrian environment in the vicinity of the site.
- Vehicle access will remain on the single lane roadway into the school.
- The contractor is to avoid using local roadways during peak periods and are to avoid road laws at all times.
- Kiosk Specific Items (as identified in Figure 1);
 - Hiab truck access can be achieved via the oval gate along Dreadnought Road.
 - Additional access to the kiosk location can be achieved via the carpark on the corner of Wakehurst Parkway and Dreadnought Road.



Figure 1

2.3. Avoiding Land Use Conflicts

The individuals undertaking the works are responsible for coordinating their activities with the day-to-day operations of the school. The contractor is reasonably responsible for avoiding any conflicts between the existing educational establishment and proposed construction activities.

2.4. Work Health Safety

- The engaged workers are responsible for developing and managing the necessary Work Health Safety procedures, which will be required to consider the following as a minimum:
 - Maintaining a safe working environment.
 - Facilities for the welfare of all workers.
 - Information, instruction, training and supervision needed to ensure that each worker is safe from injury and risks to their health including contractors and visitors.
 - A commitment to continually improving performance through effective safety management.
 - Identify and maintenance of records necessary to ensure health and safety.

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- Measurement and evaluation of our health and safety performance.

2.5. Complaint Management

Any complaints that wish to be lodged can be done via the following:

- Email: feedback@ofgs.nsw.edu.au
- Phone: 1800 519 700

These complaints will be considered by relevant parties and actioned accordingly. The individuals undertaking works shall implement systems and processes that are approved by the School for recording and informing the School about complaints received. The compliant process is to include a 'Complaints Register' to record the following information relating to a complaint:

- Date of complaint
- Identity of person or entity making complaint
- Means complaint communicated (if received in writing a copy of the complaint must be included with the register)
- Subject of the complaint
- Proposed actions to address the complaint
- Implement actions and date action taken.

3. CONCLUSION

An effective implemented construction management plan will ensure works are complete with efficiency, in a timely order and safely. Minimal destruction will occur to both the general public and the school's operations.