PROPOSAL DOCUMENT

CONSTRUCTION MANAGEMENT PLAN

INFORMER HOUSE, TW11 8EW

F3CONSTRUCT

17.06.2016
REF: GP

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1. LOCATION

The project is located on Teddington High Street in The London Borough of Richmond Upon Thames. The site is close to a railway line and the High Street railway bridge is also very close to the roundabout. Three roads are serviced by the roundabout The High Street, Park Road and Broad Street. There are also pedestrian crossings at each intersection and a cycle lane immediately in front of the existing site entrance.

Teddington Railway Station is located further along Station Road. On the north side of the site is Park House which is a residential block and is located above a Nandos restaurant. There is also a Travel Lodge, a multi storey hotel in Station Road. To the east and rear of the site is Teddington Business Park, which accommodates a number of small business units and associated private parking.

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DESCRIPTION

The project works include the demolition of the existing three storey office building, which currently has office accommodation at floors one and two and car parking under croft. Current pedestrian access is at floor one from the High Street and vehicle access is from the rear of the building through Teddington Business Park from Station Road which is situated north of the site.

The existing building is of a reinforced concrete frame with brick and block cladding and internal walls. Its current use is Class B1a office use. The client is intending to apply to change this to Class C3 residential dwelling use.

The new development is to consist of a basement with a number of car parking spaces and the main core will rise to the ground floor which will be used for commercial premises and five further floors for shared ownership(one and two bedroom residences). Each floor to the fourth level will have five apartments and the fifth floor which steps back will have three apartments.

The new development will be a reinforced concrete frame and clad in traditional brickwork. There will be a flat roof where photovoltaic (PV) panels will be installed to reduce fuel costs. All apartments will be fitted with individual heating units.

(Refer to Appendix A: Project Management Structure)
(Refer to Appendix B: Site Setup & Logistics Plan)

2. PROJECT COMMENCEMENT AND DURATION

The project is to commence on a date to be agreed and will complete in circa 64 weeks. A detailed project master programme will be developed and be made available.

3. WORKING HOURS, DELIVERIES AND COLLECTIONS

It is proposed the core working hours will be as follows: -
08:00 - 18:00 Monday - Friday
08:00 -13:00 Saturday
No working will be permitted on Sundays or Public Holidays.

This is in line with normal conditions set out within the planning decisions by London Borough of Richmond upon Thames Planning Development Management Department.

Deliveries will comply with London Borough of Richmond Council's loading and unloading requirements, peak rush hour periods will be avoided. However due to the sensitive nature of the site location a project transport statement, will be provided under separate cover.

It is proposed that deliveries and collections will be through the Teddington Business Park Enterprise Way off Station Road.

Delivery access via Enterprise Way

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4. ACCESS ARRANGEMENTS FOR VEHICLES

The site is located in a city environment and primary access to the site will be off Station Road and Enterprise Way which forms part of Teddington Business Park.

Site access and logistics plans will be circulated to all sub-contractors and suppliers.
Deliveries will be instructed to arrive following prior notice and a timed schedule. Vehicles will be restricted typically to rigid wagons, and will be escorted by a banksman to avoid reversing into the public roads. Turning will be carried out within Enterprise Way.

All arrivals will be within controlled times typically 9:30am - 4:30pm
(Refer to Appendix B: Site Setup & Logistics Plans)

General Arrangements
All deliveries and collections to and from the site will be co-ordinated with our subcontractors and suppliers to ensure that, as far as it is reasonably practical, the highway remains unobstructed.

All deliveries and collections will be managed within the controlled times stated above and will include the provision of a Banksman. Any deviation will require an advance agreement with the appropriate authority and the Principal Contractor will ensure this process is adhered to.

The intention is that all materials, plant and waste skips will be kept within the site boundary.

There is no expectation that spoil removal wagons will be able to fully access any part of the project that does not have hard standings and therefore will not be subject to entering wet clay surfaces. The project will however have available a jet washer to ensure no dust or debris is tracked to the local roads.

No parking will be available on site.

Local short stay parking facilities are available, however we encourage the use of public transport or bicycles in the first instance. Vehicle sharing and minibus usage will also be encouraged.

5. PROPOSED DELIVERY AND COLLECTION ROUTES

Details of the Transport for London road network and Construction Plan Logistics Guidance have been downloaded and reviewed from this information; major deliveries from outside the locality of the site will be directed to access the site from the A313 High Street via Station Road and Enterprise Way. A delivery mock-up will be undertaken to ensure the proposed route is suitable with regards to width, height or weight restrictions. This information will be issued to all sub-contractors and suppliers.

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6. SIZE AND FREQUENCY OF VEHICULAR ACCESS

The table below details vehicles that are envisage being involved in the project, all vehicle movements will be carried out in accordance with the Considerate Contractor Manual.

Summary of Vehicle type use and Frequency			
Period	Vehicle Type	Activity	Comment/Impact
Wk 0-2	Small Rigid	Site set up & hoarding	Deliveries will be monitored and Marshalled it may be necessary to reduce the width of the pavement for a short period
Wk 2-10	Rigid Heavy Goods	Demolition	Regular removal of demolition waste, this will be daily and coordinated at site normally outside of the busy rush hour period
Wk 5-10	Specialist Low loader	Delivery of Long reach 360 degree Demolition equipment	Delivery and removal, could be arranged at weekends to reduce impact
Wk 10-12	Specialist Low loader	Ground works and Piling delivery of piling rig and associated equipment	Delivery and removal, could be arranged at weekends to reduce impact
Wk 10-15	Specialist Low loader	Tower crane	Delivery and Erection normally carried out at weekends to reduce impact
Wk10-12	Ready Mix Concrete		Regular daily deliveries typically once a day
Wk12-22	Rigid Heavy Goods	RC Frame	Delivery of Steel and formwork
Wk 12-22	Ready Mix Concrete	RC Frame	Daily deliveries. Mass pours and multiple deliveries will be coordinated to avoid rush hour and no more than one vehicle allowed to arrive at a time. Any out of hours working will be by agreement with LBRuT
Wk12-22	Rigid Heavy Goods	Scaffold	Scaffold wagons will need to be parked on site as required not envisaged every day
Wk 25-30	Specialist low loader	Tower crane	Dismantle and removal normally at weekends to reduce impact
Wk 18-33	Rigid Heavy Goods	Brickwork	Regular deliveries coordinated to ensure that these avoid RC frame deliveries
Wk 30-64	Rigid Heavy Goods	Internal Dry Lining, Doors, bathroom and kitchen furniture	Regular deliveries coordinated to avoid Brickwork deliveries
Wk 30-64	Medium sized commercial vehicles	Mechanical Electrical and small fixtures and fittings	Commonly arrive unannounced however can be redirected to avoid congestion
Wk10-64	Skip Wagons	Regular waste removal	Licence Waste removal on a regular basis coordinated to avoid other activities and reduce impact
Wk 0-64	Personal cars	Workers and visitors	Use of local short term parking

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7. TIGHT VEHICULAR MOVEMENTS

A swept path analysis will be undertaken for exceptional vehicular loads, articulated lorries and the mobile crane. These will be subject to the issue of a separate and specific traffic management plan and methodology for consideration. In general, no articulated vehicles will be allowed to visit site, however we expect there to be a requirement for special arrangements to erect the Tower Crane. The contractors will be responsible for all licences and agreements to allow for these events.

Delivery and collection of such vehicles will also be subject to a team of banksmen and appointed persons under LOLER 1998 who will be directed under instruction of the Site Manager.

8. HIGHWAY WORKS DETAIL

Currently it is not envisaged that any utility connection works within the highway are required. It is anticipated that existing services will be utilised in the final design and they will include electrical, gas, telecoms, and water/ drainage connections.

Any works within the highway will require licences from Richmond upon Thames Council and be subject to specific planning and methodology statement. Applications for such licences will be made in advance of the programme activities.

9. SITE, PARKING & WELFARE ARRANGEMENTS, TEMPORARY TRAFFIC MANAGEMENT.

Site accommodation (site cabins) will be sited within the site boundaries once there is partial completion of the RC Frame, until that point a local arrangement will be agreed to use an empty office or a suitable portable roll along cabin. All welfare arrangements will comply to schedule 2 of the CDM 2015 regulations.

There is to be no permanent parking of vehicles on site, apart from the piling rig and demolition long reach excavator. These will be secured and immobilised during out of hours working periods. With regards to deliveries and collections, all existing restrictions are to be observed and complied with. However it is expected that all such vehicle movements will be by Enterprise Way via Station Road.

The position of the existing road crossings and cycle lanes have been considered and these will not be affected by the works.

Any temporary traffic management requirements will be specifically documented and to the approval of the various authorities including Richmond upon Thames Council.

(Refer to Appendix B: Site Setup & Logistics Plan)

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10 HOARDINGS

The site will be protected with a 2.4m high ply hoarding designed and erected in accordance with a temporary works design with Network Rail approval to ensure no unauthorised persons can gain access to site. Vision panels will be built into the hoardings to allow members of the public to monitor progress.

Project information, safety signage and Contractor contact details will be displayed, including 24-hour emergency call out numbers.

11 MAINTAINING PEDESTRIAN AND CYCLIST SAFETY

It is envisaged that pedestrian and cyclists would only be impacted by the works on rare occasions, such as the erection of the hoarding and, possibly, during scaffold erection and dismantle on the High Street elevation. During these times measures will be taken to mitigate the impact on both pedestrians and cyclists by means of localised diversionary protected routes.

All vehicular movements to and from the site vicinity are to be coordinated and managed by a team of Banks men under the direct control of the Site Management.

All contractors and suppliers will be required to be registered and comply to The Fleet Operators Scheme (FORS)

Should a mobile crane will be required this will be stationed in Enterprise Way and this will not impact the traffic or pedestrian access.

12 MANAGING SITE TRAFFIC

All deliveries and collections will be scheduled and individual movements co-ordinated and managed on a “Just-in-time” basis. All contractors and subcontractors involved with the project will be required to agree delivery dates and times prior to delivery by submitting a delivery schedule 48 hours in advance of the delivery.

There is to be no permanent site parking available.

Information with regards to the preferred site transport route will be issued to all contractors, sub-contractors and suppliers.

All contractors and subcontractors involved with the project will be required to agree dates and times prior to deliveries by submitting a schedule 48 hours in advance.

(Please refer to Appendix B: Site Setup & Logistics Plans)

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13. DESIGN IMPACT ON CONSTRUCTION

The design team for the project will work in accordance with the Construction Design and Management Regulations. The Principal Contractor will work with all members of the project team, contractors and sub-contractors to review and interrogate components and techniques that, if modified would result in a reduction of impact and risk.

The project has been designed with due consideration of existing services. There is an underground High Voltage electric supply and a mains water supply. The contractor will accurately locate these services prior to any excavation works and monitor them during the early stages of the project until they can be incorporated into the works and fully protected.

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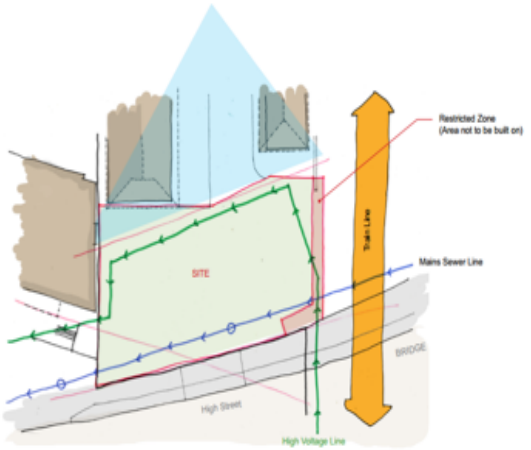

14. MEASURES TO REDUCE SITE IMPACT - DUST, NOISE, VIBRATION, TV RECEPTION

Dust Control- This will be addressed using the following hierarchy: -

1. Prevention

2. Suppression

3. Containment

Wet cutting, damping and extraction methods will be implemented at all times to reduce the generation of dust from the site works, especially during the demolition phase. The works are to be separated from the pavement and highway by the use of hoardings and scaffold sheeting. The site manager will be responsible for ensuring the pavement and highways adjacent to the site are kept in a clean and clear condition throughout the contract period.

Noise & Vibration Control - This will be addressed by review of technique and the selection of noise suppressed equipment. All equipment will be serviced and inspected in accordance with current legislation i.e. LOLER 1998 & PUWER 1998 and operated in accordance with BS5228:2009 the code of Practise for noise and vibration on construction sites.

A daily noise assessment check sheet will be completed and saved to file. While some structural transference noise and vibration is expected this should be limited to the demolition phase and the Principal Contractor will ensure continual liaison with the site neighbours specifically during this time and throughout the project period

Site vehicles will not be over revved, or left with engines idling.

All plant and machinery will be properly maintained and silenced in accordance with manufacturer's instructions.

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With regard to noise the following key points will also to be adhered to: -

• Auxiliary equipment will be shut off when not in use and positioned with due consideration to the proximity of sensitive receptors.

• The use of screening to noisy plant will be employed as appropriate.

• Restrictions on early deliveries, however where unavoidable Lorries will be held in a holding area away from site. This will be agreed in advance where possible.

With regard to vibration the following key points will also to be adhered to: -

• All plant brought on to the site will be properly maintained and operated in accordance with manufacturers' recommendations.

• Contractors and Sub-contractors will apply the principles of Best Practicable Means as defined in Section 72 of the Control of Pollution Act 1974 at all times.

• All works will be carried out in a manner as to reduce vibration to a minimum. Where flexibility exists, activities will be separated from residential neighbours by the maximum possible distances.

• Any necessary out of hours working e.g. mobile craneage will be agreed in advance with local residents / building occupiers and Richmond Upon Thames Council.

The scaffold will assist to isolate both noise and dust. This scaffold will be entirely enclosed from the outset with Monarflex or similar sheeting and measures taken to ensure dust generated is captured at source and filtered

15. CONSULTATION WITH LOCAL RESIDENTS AND BUSINESSES

The Site Manager will make direct contact with those residents and business likely to be affected by the works.

In addition, we will produce and deliver regular newsletters stating planned works, detailing start and completion dates and any deviation from the planned works as the site develops. We will place a site contact notice board to the exterior of the site detailing all aspects of the project together with direct contact telephone numbers and name of the Site Manager.

We will also operate and maintain a complaints register and will resolve any issues as soon as possible.

In line with ISO 14001 accreditation the Principal Contractor will recycle and reuse materials wherever possible. Early contact will be made with local community groups who may benefit from waste/ reusable materials from the works.

Consideration will be given to setting up a construction working group if requested to do so by local residents, businesses and ward councillors.

16. CONSIDERATE CONSTRUCTORS SCHEME

The site will be registered under the Considerate Constructors Scheme and the Principal Contractor will ensure the highest possible standards are met and maintained throughout the projects duration. In addition the Considerate Constructors Manual will be reviewed and the contents implemented at all times during the projects duration.

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17 VEHICLE AND VEHICLE OPERATOR REQUIREMENTS

The Principal Contractor will ensure, as far as reasonably practicable that all vehicles and vehicle operators comply with all current highways legislation and licensing. With regards to plant operators, details of their qualifications typically Construction Plant Certification Scheme (CPCS) will be obtained and recorded ahead of commencement of works as part of the induction process.

18 DOCUMENT REVIEW

This Construction Management Plan will be used to form the basis of the Construction Phase Health and Safety Plan as required by the CDM 2015 Regulations. This will be reviewed throughout the projects duration and will be revised and enhanced with further detail as appropriate following discussions with the specialist contractors and where necessary Richmond upon Thames Council.

19 AGREEMENT TO COMPLY

The agreed contents of this Construction Management Plan will be complied with unless otherwise agreed with Richmond Upon Thames Council. The project manager will work with the Council in reviewing this plan and, if required, provide revised and approved plans which will also be complied with.

20 PROJECT PROGRAMME SUMMARY

Programming/Critical Items

In order to successfully deliver the project, the project team will follow the programme ensuring enough labour and resources are available at all times.

The following items are part of the critical path and are considered a key part of the initial procurement/site works.

• Demolition Works

The demolition works are a sensitive element of the process and due care and attention will be taken to dismantle the building in accordance with the Code of Best Practise for full and partial demolition. A dust buster wet suppression system will be utilised during these works to ensure that dust is kept to a minimum.

A scaffold specifically designed for the demolition will be erected, complete with monarflex sheeting to reduce noise and dust.

Existing records will be consulted by a specialist team including a structural engineer. The existing Health and Safety file, structural drawings and BS 6187:2011 Code of Practise for full and Partial Demolition.

• Substructure, Piling Enabling Work

There will be a period of ground works which will include the installation of a number of reinforced concrete piles to a depth in accordance with the specialist design. These will be formed using the continuous flight auger system that minimises local environmental impact, notably noise, dust and vibration.

Pile caps and ground beams will form the loadbearing elements of the structure and allow for the underground services to be installed.

Due consideration will be taken during these operations to ensure that the existing underground High Voltage Electric Cables and Water Mains are not damaged or disturbed in any way.

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• Reinforced Concrete Frame and Structural Elements

The reinforced concrete frame will be undertaken by a competent specialist contractor experienced in this form of construction. The design will allow the form work and false work to be of a reusable system which will reduce waste and maintain programme. Once the Reinforced Concrete frame has been suitably advanced the office and welfare facilities can be installed in the basement area.

•Tower Crane and Scaffold

A suitably sized tower crane will be erected to assist with the RC frame works. The crane supplier will liaise with the local authority concerning erection and dismantling arrangements. These will typically be carried out at the weekend and be sited in the Teddington Business Park access road Enterprise Way. Due consideration and consultation will also be conducted with Network Rail. All lifting will be subject to an approved Lift Plan developed and managed by a dedicated lifting team under the control of a fully qualified Crane Appointed Person. All will be in accordance with The Lifting Operations and Lifting Equipment Regulations 1998. The crane will be designed and positioned to avoid over sailing neighbouring premises and the railway line. Where this is not possible a Tower Crane Anti-collision control system, SMIE or similar will be utilised.

During the structural frame erection, the scaffold will be erected as work progresses to the 5th floor, and will be adapted for the external brick cladding works. On completion of the high level works the scaffold will be systematically dismantled allowing external finishes and cleaning to be completed.

External Elements (Roof, Brickwork, Curtain Walling, External Windows and Doors)

The project management team will identify all long lead in items and ensure sufficient time is allowed for manufacture. The site team will concentrate on ensuring that the external elements of the building are complete, in order to ensure the building is watertight to allow the internal/fit out to begin.

All logistical plans will be pre-planned and approved prior to the construction activity taking place.

Internal Finishes/Fit-out

The project management team will identify all long lead in items and ensure sufficient time is allowed for manufacture/procurement to allow delivery in a “Just in time” method.

Commissioning

Ensuring that the M&E 2nd fix is on programme, to allow the commissioning process to begin is the final critical path item in order to allow handover.

21.00 TREE PROTECTION ARRANGEMENTS

There are no Tree Protection Orders in place on this project

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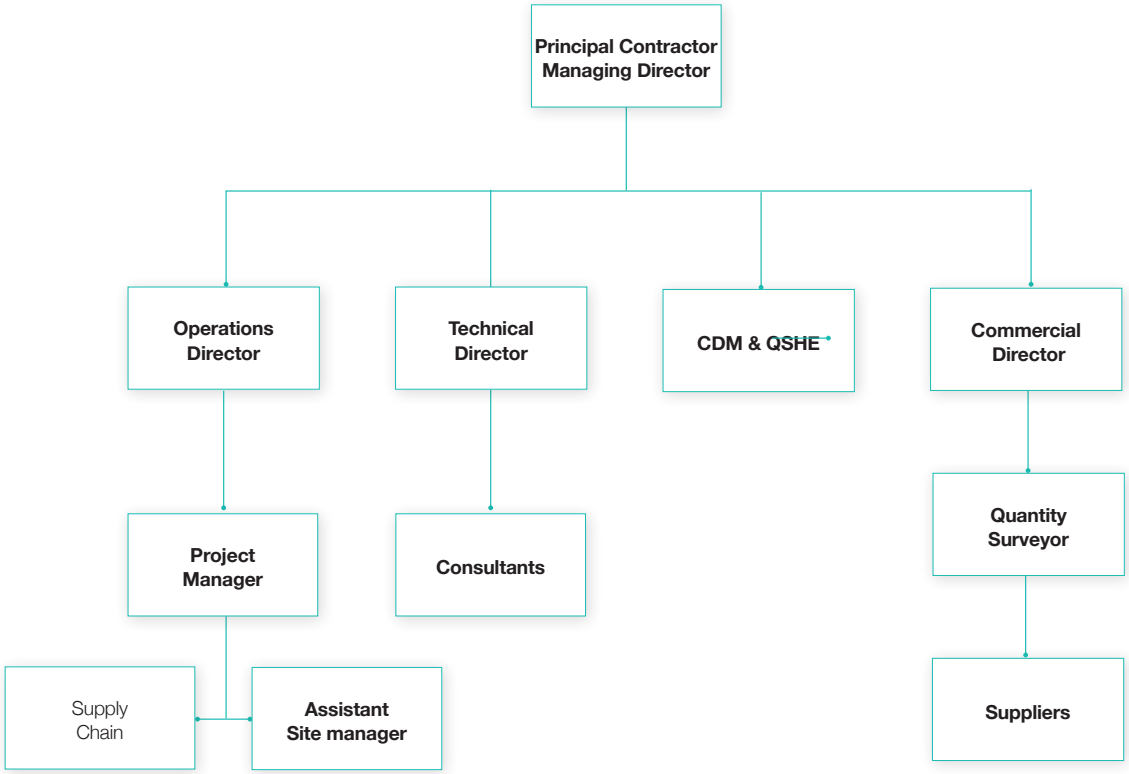
APPENDIX A: PROJECT MANAGEMENT STRUCTURE



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APPENDIX B SITE SETUP & LOGISTICS PLANS