



Outline Construction Logistics Plan

63-71 High Street, Hampton Hill

GreatPlanet Limited

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1 Introduction

The aim of Outline **Construction Logistics Plan** is to minimise the interface wherever possible between Public and Site Traffic and reducing the number of deliveries where practicable. The movements to and from the site during the demolition, site preparation and construction phases will be programmed and staged to ensure that the volume of traffic is moderated and peaks avoided.

This outline Construction Logistics Plan has been prepared for Greatplanet Limited to accompany the full planning application for a proposed residential led mixed-use development consisting of 31 apartments and 8 town houses together with 131 m² of non-food retail space (Class A1) and 102 m² of space for use either as A1 non-food retail, A3 café, B1 (office) and D1 (Non-residential) clinic or crèche or education and training centre.

A review of TfL's Construction Logistics Plan guidance has been undertaken to assist in preparing this outline Construction Logistics Plan. Works on site are to take place in accordance with the following outline details and will be updated once the Principal Contractor is appointed by Greatplanet Limited. All updates to reflect phasing issues and other changes are to be agreed with the LPA prior to the commencement of work on site.

63-71 High Street (A311) in Hampton Hill is located in Fulwell and Hampton Hill Ward within the London Borough of Richmond-upon-Thames (LBRuT). The site is currently developed with three purpose built office buildings comprising 2,055 m², and accommodates 49 on-site surface level car parking spaces, which are accessed via a crossover from the High Street. One of the existing buildings also incorporates 3 self-contained flats.

Prior Approval for the Change of Use of the existing offices to provide 26 residential apartments (23 new units + the 3 existing units) was issued on 20th October 2016.

The site location is shown at Appendix A. Hampton Hill is located approximately 3 miles west of Kingston and 4 miles south west of Richmond. The site fronts onto High Street, which principally provides a mix of independent shops, cafes, restaurants and residential terraced and flatted housing.

The site is surrounded by:

- Mix of Residential and Offices to the South (53-61 High Street & 53 The Mews)
- Residential and Retail to the North (Penny Farthing Mews & 73-75 High Street)
- Pub, Retail and Residential to the East and Bushy Park
- St Clare Business Park to the West

The requirements of the Outline Construction Logistics Plan will be included as part of the procurement process to be undertaken by Greatplanet Limited and will include but is not limited to:

- Provision for loading/unloading materials.
- Storage of plant, materials and operatives' vehicles.
- Temporary site access.
- Signing system for works traffic.

- Measures for the prevention of dust, suppression of noise and abatement of other nuisance arising from development works.
- Location of all ancillary site buildings.
- Means of enclosure of the site.
- Wheel washing equipment.
- The parking of vehicles of the site operatives and visitors
- The erection and maintenance of security hoarding.
- A scheme for recycling/disposing of waste resulting from demolition and construction works.

Measures for control of dust and suppression of noise will be provided separately under the related Construction Environmental Management Plan which will be prepared by the selected Principal Contractor prior to construction works commencing.

As no trees, shrubbery or other landscape features are to be retained on site during the course of the development.

This outline Construction Logistics Plan provides practical guidance on the planning of these issues, the control measures that need to be implemented and highlights the points for consideration and necessary actions.

Avoiding hazards and controlling the risks arising from the use of the vehicles in construction work is a prime Health and Safety Executive (H.S.E.) requirement. The HSE will expect to see, prior to work commencing, a contractors traffic management plans that includes:

- Planning and managing both vehicles and pedestrian movements
- The elimination of reversing where possible
- Safe driving and working practices
- Protection of the public
- Adequate vision and lines of sight
- The provision of signs and barriers
- Adequate parking and off-loading / storage areas

Further information is available on the H.S.E. website www.hse.gov.uk/pubns/indg199.pdf

2 Traffic Management Plan

A Site Logistics and Traffic Management Plan will be required to be prepared to show the following

- The proposed routes for pedestrian access into and out of the site, to the offices and welfare facilities and to the work areas.
- The proposed routes for all site deliveries into and out of the site indicating loading and storage area. In respect of this the Transport Statement states:
 - 4.6.1 *The nearest major strategic route to the site is the A316 Twickenham Road/ Great Chertsey Road, which is part of the TfL Road Network (TLRN) and this is likely to be used as the primary route into to the area by HGV traffic associated with the construction phase of the development. The primary route to the site from the A316 will be via the A312 Uxbridge Road to the junction with the A311 High Street. From here inbound traffic would turn left into High Street. Outbound vehicles from the site would turn right and travel south down High Street, turning right on to the A312 Uxbridge Road. This would be a two-way route where it is possible for HGVs to turn around on site. This reduces the impact on High Street and avoids congestion at the junction of High Street and Park Road.*
 - 4.6.2 *If at any stage of the construction vehicles cannot be turned on site, the return journey would be along the High Street to the junction with Park Road where the vehicle would turn left into A313 Park Road before re-joining the A312 Uxbridge Road.*
 - 4.6.3 *The site is located within the London Lorry Control area which restricts vehicles over 18 tonnes before 7am and after 9pm, from Monday to Friday. On Saturday, the restriction is before 7am and after 1pm. The restriction applies all day on Sundays. The Contractor appointed will take responsibility for managing vehicular activity and must ensure that deliveries are either undertaken using:*
 - Smaller vehicles;*
 - Larger vehicles outside the restricted hours; or*
 - A permit for larger vehicles during restricted hours.*
- The interface between the site and the general public within the High Street

The following procedures will be communicated to all suppliers and sub-contractors as part of the Principal Contractors Management Logistics Plan.

- all deliveries, operatives and visitors to site will report to the security gate immediately upon arrival.
- Appropriate inductions by the contractor's personnel will be carried out. PPE appropriate to the tasks being undertaken will be checked upon signing in.
- Contractors, visitors and staff will use a marked pedestrian walkway to get from the site entrance to the site offices and welfare facilities and from there to the work areas.
- The main deliveries to and from the site will be off the High Street. The entrance gate will be continuously manned during working hours

- Delivery schedules will be requested from all contractors who will be required to give details of proposed timing of material deliveries to the site.
- The traffic management plan and the control measures therein will be included within all contractors' pre-contract meetings to ensure early understanding and acceptance/ compliance with the rules.
- Under no circumstance will Lorries be allowed to lay-up in surrounding roads

Delivery Vehicles / Laying up Prevention Steps

Delivery hours will be limited to 09.00-16.30. This will form part of the Principal Contractors and subcontract appointments, documentation and all contractors will be reminded of this at pre-commencement meetings.

Deliveries are to be booked in with the Principal Contractor and logged on the central register. A gateman will be in a position at site working hours

Persistent offenders will be reported to the Principal Contractor, who will action continuing offending with the directors of the offending company

3 Site Administration & Responsibility

Responsibility for Construction Traffic movement will be that of the appointed Principal Contractor who will provide the Construction Project Manager, together with the Site Team. The on-site team will;

- Ensure that subcontractors and suppliers adhere to procedures set out in the approved Construction Logistics Plan.
- Prevent unauthorised contractors parking
- Provide security at the access gates.
- Maintain roads in a clean and safe condition

It is recognised that all deliveries may not be (smaller deliveries by third parties) booked in. The Principal Contractor will then manage the delivery situation with the priority to get the vehicle off the High Street and within the site. Vehicles will not be allowed to lay-up along or adjacent to the High Street.

4 Site Logistics

Site Location

The site is located at 63-71 High Street, Hampton Hill, TW12 in South West London.

A bus stop is immediately outside the site and may need to be temporarily relocated subject to approval from the local council and TfL during basement and excavation works.

Care will be taken to protect such adjacent buildings, roads, footpaths etc. from dust, dirt or damage. The works are to be executed in such a manner as will cause the minimum of inconvenience, disturbance or nuisance to the adjacent buildings and general public.

There will be no on-site parking apart from short duration site deliveries which will be co-ordinated with the contractors site team to ensure minimum disruption to the surrounding area. All site personnel will be encouraged to use public transport where at all possible.

Site Set-Up

It is proposed that the initial site set-up will consist of making the Site secure through hoardings with necessary lighting. Site Welfare and Offices Facilities will be provided by the selected Principal Contractor. Noise and Dust Control measure will be put in place and Traffic Management Signage erected.

It will be the requirement of the appointed Principal Contractor to produce a Site Set-up drawing. Site logistic issues and traffic management issues will be required to have been meticulously reviewed and the site set- up to meet and exceed best practice

The Principal Contractor will be required contractually to form part of the Registered Considerate Contractor scheme. Best Practice will again be the minimum target. In this regard, it will be a contractual obligation that the contractor undertakes a monthly review of all properties adjoining the site and to arrange for the cleaning of windows and paintwork soiled by dust created by building operations

In terms of site organisation, the Principal Contractor will be required to identify clear zones for:

- Reception / meeting room area,
- Welfare facilities,
- Secure Storage Area,
- Lay-down Area,
- Lifting areas,
- Scaffolding zones etc.
- Crane Zones



Management

The Principal Contractor will be appointed to manage the construction works.

Temporary Site Accommodation arrangement will be provided as part of the site setup with sufficient facilities for all parties including all Employers staff as required.

As a minimum, these will include separate male and female toilets, drying rooms including lockers, fully resourced changing facilities and canteen etc., in accordance with current regulations.

Compound

Temporary hoardings / netting / screens around all work areas will be provided by the selected Principal Contractor and maintained for the duration of the construction work to ensure that construction works are always secure from unauthorised access and segregated from the Public.

Debris netting will be provided to all scaffolding.

Hoardings will be 2.4m high, to comply with the HSE booklet HS (G) 151 "Protecting the Public" to the satisfaction of the Employer and the Local Authority. The Hoarding design and erection will be carried out by a qualified subcontractor of the Principal Contractor. Weekly inspections of the hoarding will be carried out by the Principal Contractor as part of the temporary works checks to all on site temporary works.

Location of Ancillary Buildings

Location of all ancillary buildings are to be identified once the Principal Contractor has been appointed.

Security

The Building Contract will include requirements whereby adequate security measures will be required to be put in place by the Principal Contractor to safeguard the site, the works, products, materials, plant, from damage and theft. Issues such as noise, pollution and nuisance will be kept to an absolute minimum so as not to infringe on the rights of existing or neighbouring owners/tenants.

All visitors to the site will be issued with the appropriate PPE and where not familiar with the site, be escorted by a responsible member of the site team.

Recycling/Disposing of Site Waste Materials

The Principal Contractor will be required to develop procedures for site waste and recycling and these will be detailed within Site Waste Management Plan. This will be prepared by the Principal Contractor prior to works commencing

5 Traffic Management

Pedestrian Access Control

The Principal Contractor will be required to operate a security restricted access as the sole means of pedestrian entry to site. Where required this may be upgraded to a turnstile controlled system as deemed required by the Principal Contractor

The Principal Contractor will be required to induct all staff and operatives, where they will be made aware of site facilities available, site procedures and site rules before being permitted to work on site.

Access to the site see insert above

It is envisaged at this stage that all Access/Egress to the site will be via the High Street.

It will be a requirement of the contract that the main site entrance will be controlled by security, stationed at the main gate. The pedestrian Gate will be included in the hoarding for operatives/visitors arriving by foot.

All visitors including site operatives will be required to sign in and out at the Principal Contractors main reception prior to gaining entry to the site. It will also be a contractual requirement that the Principal Contractor maintains an attendance record of all personnel on the site.

It is proposed that vehicles will access the site via the High Street where the Principal Contractors Site Traffic management staff i.e.: a gateman/traffic marshal will aid incoming vehicles. Moveable barriers will be utilised by the traffic personnel to segregate the public from site traffic while they are entering and exiting the site.

The nearest major strategic route to the site is the A316 Twickenham Road/ Great Chertsey Road, which is part of the TfL Road Network (TLRN) and this is likely to be used as the primary route into to the area by HGV traffic associated with the construction phase of the development. The primary route to the site from the A316 will be via the A312 Uxbridge Road to the junction with the A311 High Street. From here inbound traffic would turn left into High Street. Outbound vehicles from the site would turn right and travel south down High Street, turning right on to the A312 Uxbridge Road. This reduces the impact on High Street and avoids congestion at the junction of High Street and Park Road.

At certain stages of construction where vehicles cannot be turned on site, the return journey would be along the High Street to the junction with Park Road where the vehicle would turn left into A313 Park Road before re-joining the A312 Uxbridge Road.

All roads and Footpaths in the Vicinity of the Site will be meticulously maintained and on completion of the works they will all be reinstated to the condition they were found in at the start of the works

All vehicles leaving the site will have the tyres and under carriage cleaned to ensure no debris or dirt is brought outside of site into the surrounding area.

Deliveries & Storage

The major movements and deliveries anticipated for the project will be:

- Demolition
- Ground Excavation
- Concrete
- Windows / Glazing /Roof Panels
- Plasterboard / Partitions,
- Crainage
- Construction Waste Skips
- General Supplies.

As part of the construction Contract the Principal Contractor will be required to develop a site layout showing a secure area within the for the storage of Plant & Materials. Deliveries are to be efficiently controlled and managed to minimise disruption and inconvenience.

The Principal Contractor will be required to produce a Daily Delivery Schedule which will be reviewed and re-scheduled to eliminate continuous deliveries and to avoid peak traffic times on the High Street. The number and level of deliveries will be constantly reviewed with the frequency and size of each delivery monitored to ensure that the minimum number of deliveries occurs. The Principal Contractor will also be responsible for obtaining any permissions from the Local Authority, if required.

It is anticipated that the demolition, groundworks and piling stages will be the peak period for on-site traffic. This is likely due to frequent removal of excavated material and delivery of concrete to site. At this early stage of the project it is estimated that an even level of movements throughout the day can be expected. An estimate of the site traffic (during the demolition, groundwork and piling stages) is provided below.

Period	Time	Predicted No. of Vehicles over time period
Morning	09.00-12.00	15-20 (5- 7 vehicles per hour)
Afternoon	13.00-16.30	17-25 (5 - 7 vehicles per hour)

Provision Loading & Off Loading Materials

The site is located within the London Lorry Control area which restricts vehicles over 18 tonnes before 7am and after 9pm, from Monday to Friday. On Saturday, the restriction is before 7am and after 1pm. The restriction applies all day on Sundays.

The Principal Contractor appointed will take responsibility for managing vehicular activity and must ensure that deliveries are either undertaken using:

- Smaller vehicles;
- Larger vehicles outside the restricted hours; or
- A permit for larger vehicles during restricted hours.

Deliveries will be unloaded using forklifts and telehandlers.

Appendix A - Site Location Plans:



(Source – StreetMaps)





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