

Construction Management Plan

Guidance Notes

1. In order to ensure developments are carried out safely the London Borough of Richmond upon Thames (as the local Planning & Highways Authority) require a Construction Management Plan is submitted for the project that demonstrates how the works are to be carried out
2. Construction traffic may have a disproportionate impact on a street, the highway network and neighbours; therefore you must clearly demonstrate proposals that mitigate this impact as far as possible
3. This pro-forma document has been prepared to ensure the council's key concerns in relation to construction traffic, site and highway network management are addressed
4. A CMP once approved, becomes an enforceable planning condition and [enforcement action](#) may be taken against sites that do not adhere to the methodology approved in a CMP
5. Wording must be precise, and ambiguous phrases such as, "generally", "normally", "roughly", "anticipated", "intended", "approximate" or "likely to be" must be avoided, otherwise the CMP will be rejected. Where exact details are not known at the time of preparing the CMP, a robust worst case should be stated
6. The relevant planning condition relating to this CMP will need to be formally discharged by the Council before any licences for temporary structures on the highway & any parking suspensions granted. Further approvals will be required for any [skips](#), temporary structures on the highway, parking suspensions, road closures or Temporary Traffic Orders
7. You should be aware that developments on or adjacent to the Transport for London (TfL) [Road Network \(red routes\)](#) or other infrastructure may require additional liaison and some licences may need to be issued through [TfL](#). Confirmation of these will be required and details should be appended
8. In addition you should familiarise yourself with the requirement to use clean, safe vehicles with good levels of direct vision, safety bars and advisory signage: <https://tfl.gov.uk/info-for/deliveries-in-london/delivering-safely>
9. Please ensure you read through the CMP template and only provide information relevant to each section in a clear and concise way
10. Drawings should be at a minimum scale of 1:200, be properly drawn (CAD, not by hand) and appended to the CMP document
11. Before works commence on-site you should check to see if there are any nearby [planning applications](#) or potential conflicts with [roadworks](#) or [road closures](#)

INTRODUCTION

1. Date of this document

02/05/2024

2. Site / Property address

Land Adjacent To 37 Latham Road Twickenham

3. Planning reference (if known)

24/0843/FUL

4. Brief description of the work

Construction of two-storey 3-bedroom dwellinghouse and associated works on land adjacent to 37 Latham Road.

5. Contact details (name & mobile number)

Property Owner / Client:	Mr Yaohui Lin LAND ADJACENT 37 Latham Road Twickenham 43 Coombe Lane, Croydon, CR0 5RF 07846477771 ericyyy@hotmail.com
Project Manager / Contractor	
Emergency Contact	Mr Ricky Wong 43 Coombe Lane Croydon, 07846 997580
Person responsible for completing this document	

6. Estimated Start Date and Programme Length

Estimated Start Date on site:

Programme: 18 months

LOGISTICS & SITE SETUP

7. Vehicle routing (*Please provide a description of the local routing via the nearest major A roads. Please note construction vehicles are generally expected to approach a site so it is on the left hand side, to avoid excessive manoeuvring, and to exit in forward gear. (Routing drawings should be appended to the end of this document)*)

To site:

Latham Road

Away from site:

Latham close

8. Please list any nearby Sensitive Receptors (schools, hospitals, care homes, major shopping areas, large offices, etc.) In some circumstances, the council may require permitted hours for construction vehicles to be restricted to between **09:30 and 15:00 Mon to Fri**, to avoid cumulative impacts on the highway network during peak periods, particularly where there are nearby schools. (Section 8 below)

The site is located adjacent in a close, so there would not be much traffic in the close. HGVs will be restricted between 08:15-09:30 and 14:30-16:00 in order to avoid the peak hours of the school, specifically morning drop-off and afternoon pick-up.

9. Working hours (*no works of any kind permitted prior to 8am or after 6pm at any time*)

Site Hours: 08:00 - 18:00

Construction Vehicle hours: 08:00 - 18:00

10. Please confirm you understand and agree to the following items:

a. No more than one vehicle to attend the site at any time (<i>mandatory</i>)	Y / N
b. Vehicles will not be permitted to stack outside the site or on local roads & a proper call-up procedure will be used	Y / N
c. Construction vehicles will not block the road (where this is unavoidable, justification must be provided in Section 20)	Y / N
d. You will provide qualified Traffic Marshals to oversee vehicle movements on the public highway if required. (The minimum requirement is the possession of the Site Access Traffic Marshal qualification)	Y / N
e. Any signage or barriers will conform to Chapter 8 of the Traffic Signs Regulations and General Directions 2019 and NRSWA requirements	Y / N

11. Please describe how spoil / waste is to be removed (*vehicles must be shown on drawings*)

The removal of the existing boundary wall, to the north of the site, will allow for the formation of a temporary lay-by on site, ensuring the loading and offloading of materials does not take place on the highway. Spoil will be stockpiled on site, adjacent to the layby, and removed by a grab lorry manoeuvring into the site. Once groundworks and demolition have been completed, any waste will be stored in a skip and removed by a skip lorry, as usual

Construction vehicles will be scheduled as part of a pre-booking system for the site to ensure that only one delivery / removal vehicle is at the site at any given time, and this system will ensure that there is sufficient time to allow one vehicle to have departed the local road network before the next construction vehicle arrives.

12. If required, how will concrete be supplied to the site

a. Standard Ready-Mix vehicles (<i>must be included on drawings</i>)	Yes for large pours
b. Bagged material delivered and mixed on site	Yes for small pours

13. Please confirm you can maintain a clear carriageway passing width of 3.0m for other vehicles when construction vehicles are in position **Y / N**

- a. If not, then in streets where there is restricted width for large construction vehicles, you will be expected to use **Narrow-Bodied Vehicles**. These are defined as having a body width -excluding wing mirrors- of 2.0m or less (*An example would be a Mitsubishi Fuso or Nissan Cabstar style, flatbed tipper truck or LWB Transit*)

14. Please describe the measures you will use to ensure pedestrians and vulnerable highway users will be protected during the works

A secure site hoarding will be erected along the site frontage, once the removal of the existing boundary wall has taken place. This will be positioned to ensure that the manoeuvres as shown at Appendix B are capable of being undertaken.

Pedestrians will be instructed to wait while vehicles are manoeuvring into/out of the site for loading/unloading.

15. Programme schedule and vehicles

(Please provide a breakdown per Phase of the project, of the type, dimensions (L&W) and expected weekly number of vehicles expected to attend the site. e.g. Excavation – Tipper truck – 9m x 2.5m – 5 vehicles per week; transit van - 5m x 1.9m – 10 vehicles per week, etc.)

PHASE	VEHICLE TYPES & DIMENSIONS	EXPECTED NUMBER PER WEEK
Site Set Up Office delivery	10.2m(L) x 2.5m(W)(3.1m inc. wing mirrors) x 2.9m(H)	1
Demolition Grab Lorry:	10.2m(L) x 2.5m(W)(3.1m inc. wing mirrors) x 2.9m(H)	10
Van:	5.9m(L) x 2.5m(W)(inc. wing mirrors) x 2.6m(H)	10
Excavation / Foundations substructure Grab Lorry:	10.2m(L) x 2.5m(W)(3.1m inc. wing mirrors) x 2.9m(H)	10
Excavation / Foundations substructure Concrete Delivery:	6.7m(L) x 2.5m(W)(3.2m inc. wing mirrors) x 4.2m(H)	10
Concrete Pump:	8.0m(L) x 2.6m(W)(3.2m inc. wing mirrors) x 3.8m(H)	1
Superstructure Van:	5.9m(L) x 2.5m(W)(inc. wing mirrors) x 2.6m(H)	10
Skip Lorry:	6.3m(L) x 2.5m(W)(3.2m inc. wing mirrors) x 3.7m(H)	2
Fit Out Van:	5.9m(L) x 2.5m(W)(inc. wing mirrors) x 2.6m(H)	10
Skip Lorry:	6.3m(L) x 2.5m(W)(3.2m inc. wing mirrors) x 3.7m(H)	2
Scaffold Lorry:	8.0m(L) x 2.6m(W)(3.2m inc. wing mirrors) x 3.7m(H)	4

16. Are there any planned exceptional loads required (i.e. crane or plant deliveries using a low-loader; mobile crane lifts; piling rigs, steel beams, etc.) Provide details and vehicle dimensions. A site setup drawing will be required, as will swept path analysis drawings where necessary

No. Construction methods will ensure that exceptional loads are not required, owing to the constraints of the local highway network

17. Will a Footway closure be required? ~~Y~~ / N

If yes please provide a drawing showing the pedestrian diversion route and safety measures that conform to [Chapter 8 of the Traffic Signs Regulations and General Directions 2019](#) and [NRSWA](#) requirements

18. Will a Road closure be required? ~~Y~~ / N

If yes please provide a drawing showing the diversion route and safety measures and written/email confirmation this has been agreed with the LBRuT network management team

19. Please confirm you understand & agree to the following site protection measures ~~Y~~ / ~~N~~

a.	All road gulleys to be protected & no site waste to enter public drainage systems
b.	All vehicle engines to be switched off when on stand
c.	The public highway to be kept clean at all times during the works
d.	Any damage to the public highway will be reported immediately

20. Will you require a parking suspension? If so what length and for how long? (a standard bay is 5m in length)

No

21. **DRAWINGS.** These must be CAD drawn at a minimum scale of **1:200**, show the position of vehicles and show the site in the context of its surroundings, including any street trees, lighting columns, street furniture, gully positions, etc. Drawings must be attached or appended to this CMP document. (Please tick which ones are included)

a.	Site Setup, Skips, Vehicle positions etc.	YES
b.	Concrete Vehicle positions	YES
c.	Swept Path Analysis	YES
d.	Abnormal Loads – low loaders, cranes, etc.	No
e.	Vehicle Routing	YES

22. ADDITIONAL DOCUMENTS - Please attach the following and tick where necessary

a. Noise, Vibration and Dust mitigation measures statement	No - To be prepared by contractor/ health and safety consultant when appointed
b. Additional Licences (TfL etc.)	N/A
c. (Other)	N/A

23. ADDITIONAL INFORMATION (if required above)

APPEND DRAWINGS BELOW

ALL DIMENSIONS AND INFORMATION ON THE DOCUMENT MUST THEREFORE BE CHECKED ON SITE FOR ACCURACY AND APPROVED WITH THE BUILDING INSPECTOR PRIOR TO THE COMMENCEMENT OF WORKS.

CONTRACTORS MUST VERIFY ALL DIMENSIONS, LEVELS AND BOUNDARIES ON SITE BEFORE COMMENCING ANY WORKS.

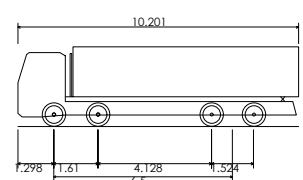
ALL EXISTING LINTELS, BEAMS, FOUNDATIONS ETC. TAKING ANY NEW LOADS ARE TO BE EXPOSED AND RE-ASSESSED FOR THE NEW LOAD AND TO BE RE-INFORCED OR REPLACED AS NECESSARY AT THE DISCRETION OF THE LOCAL AUTHORITY.

ALL STRUCTURAL INFORMATION SHOULD BE CHECKED AGAINST DETAILED STRUCTURAL ENGINEERS INFORMATION AND CALCULATION SHEETS.

REFER STRUCTURAL ENGINEER'S DRAWINGS FOR STRUCTURAL DETAILS

CONTRACTOR TO CHECK EXISTING HEIGHTS PRIOR TO CONSTRUCTION

THIS DRAWING IS COPYRIGHT OF DESIGN EXTENSION. THIS DRAWING MUST BE READ IN CONJUNCTION WITH ALL OTHER RELEVANT DOCUMENTATION AND DRAWINGS. NO LIABILITY WILL BE ACCEPTED FOR ANY EXPENSE, LOSS OR DAMAGE OF WHATSOEVER NATURE AND HOWEVER ARISING FROM ANY VARIATION MADE TO THIS DRAWING OR IN THE EXECUTION OF THE WORK TO WHICH IT RELATES WHICH HAS NOT BEEN REFERRED TO THEM AND THEIR APPROVAL OBTAINED.



Large Tipper
 Overall Length 10.201m
 Overall Width 2.495m
 Overall Body Height 2.890m
 Min Body Ground Clearance 0.341m
 Track Width 2.471m
 Lock to lock time 6.00s
 Kerb to kerb Turning Radius 11.550m

Proposed block plan



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Drawing issued for
 Planning

Project Address
 Land Adjacent To 37
 Latham Road Twickenham

Client Name

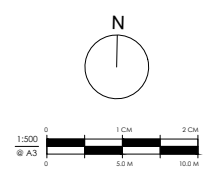
Proposal

Title
 Large Tipper
 Swept Path Analysis

Date
 16/06/2023

Scale @ A3
 1:500

REV
 Drawing No-Revision:
 T-1



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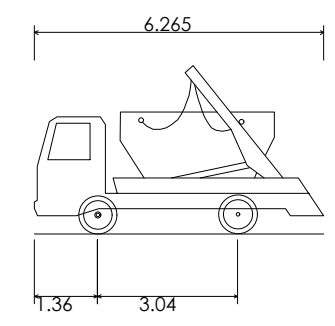
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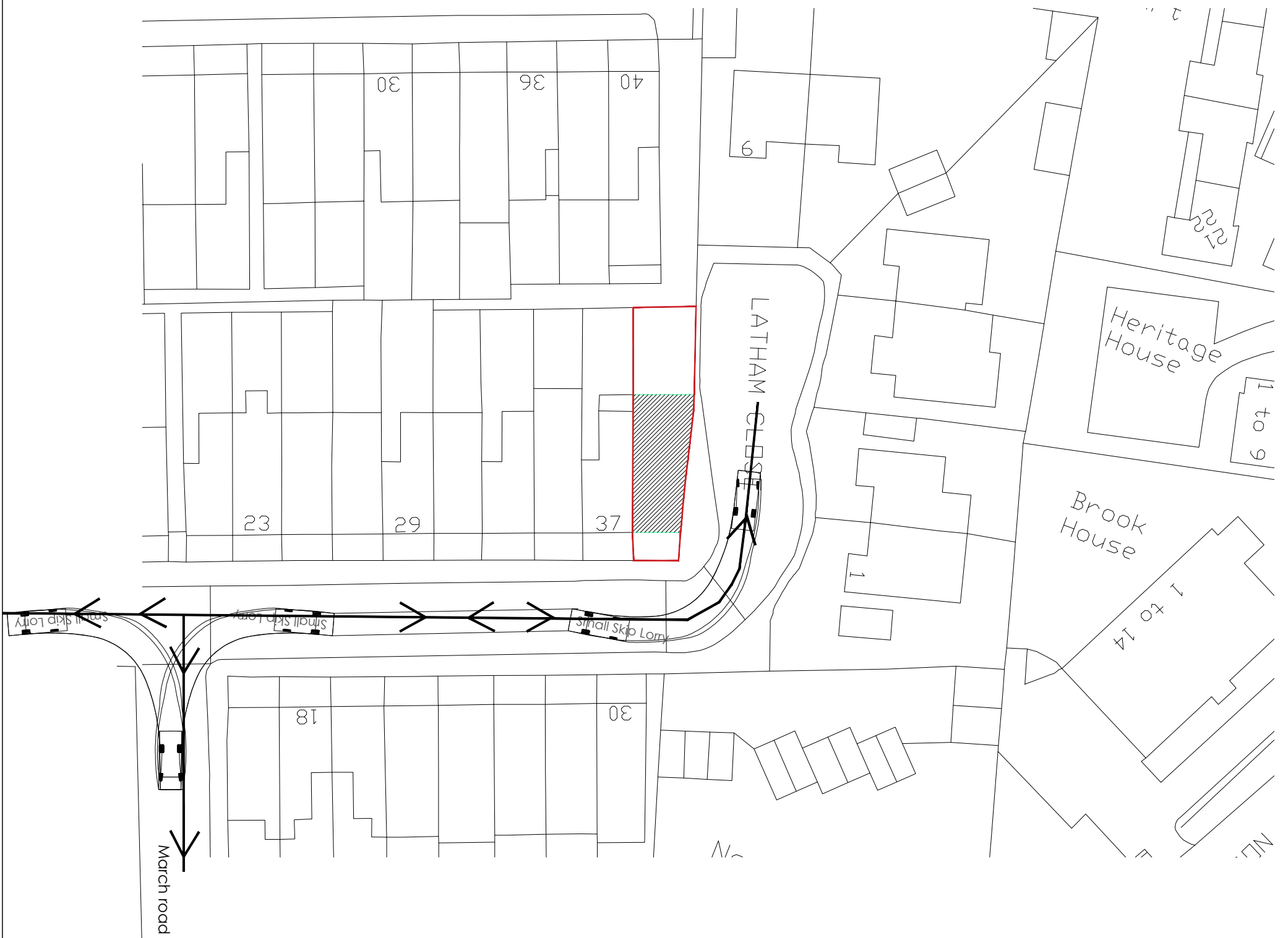
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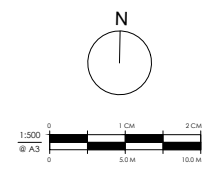
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- Small Skip Lorry
- Overall Length
- Overall Width
- Overall Body Height
- Min Body Ground Clearance
- Max Track Width
- Lock to lock time
- Kerb to Kerb Turning Radius



Proposed block plan



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Drawing issued for
Planning

Project Address
**Land Adjacent To 37
Latham Road Twickenham**

Client Name

Proposal

Title
**Small Skip Lorry
Swept Path Analysis**

Date
16/06/2023

Scale @ A3
1:500

REV
Drawing No-Revision:
T-2

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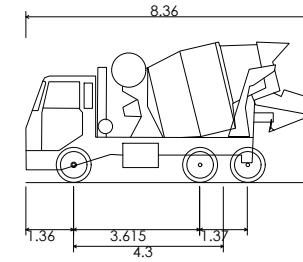
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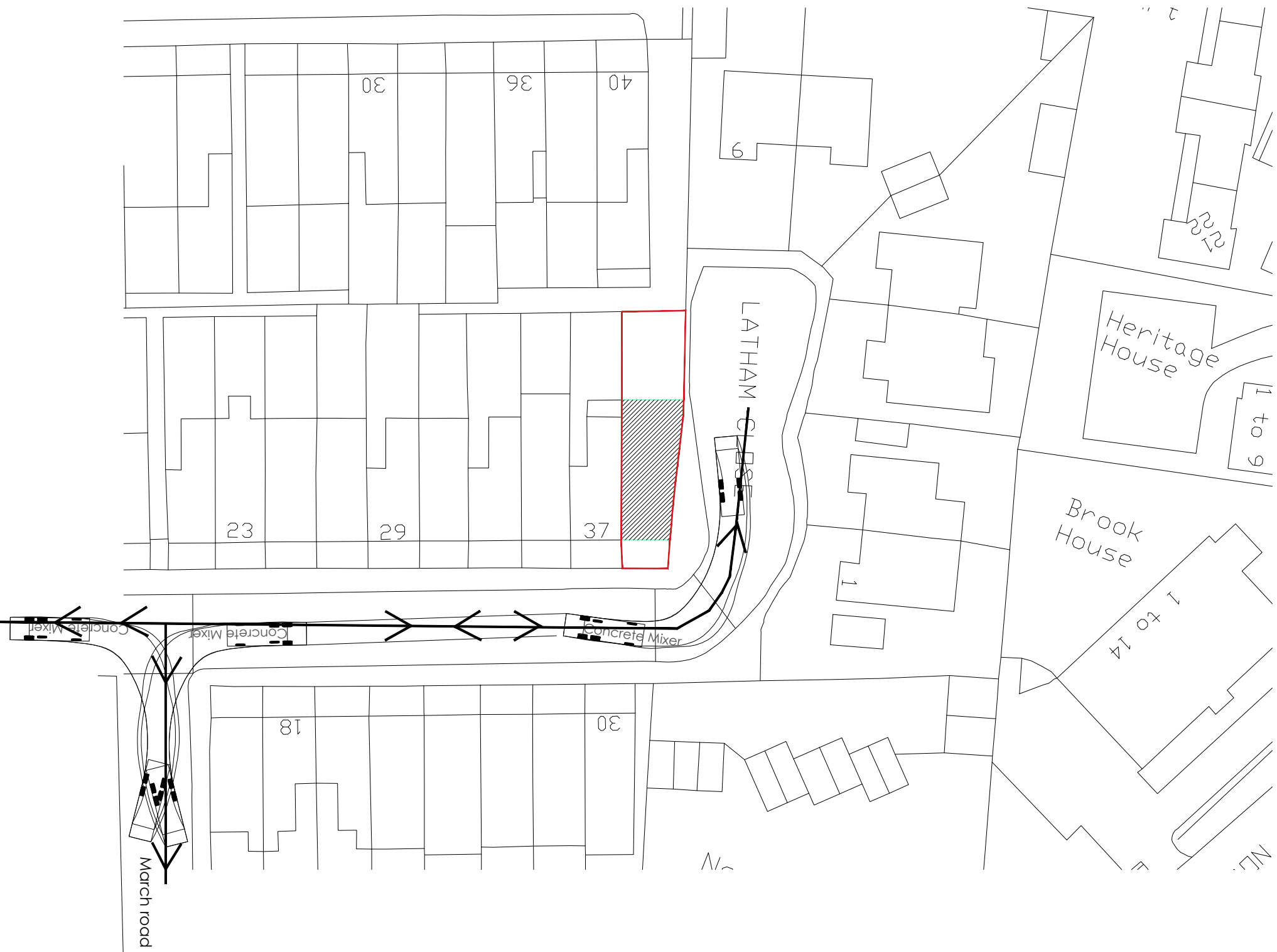
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Concrete Mixer
 Overall Length
 Overall Width
 Overall Body Height
 Min Body Ground Clearance
 Max Track Width
 Lock to lock time
 Kerb to Kerb Turning Radius



Proposed block plan



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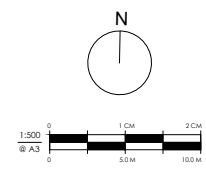
Proposal

Title
 Concrete Mixer
 Swept Path Analysis

Date
 16/06/2023

Scale @ A3
 1:500

REV
 Drawing No-Revision:
 T-3



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Project Address

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Client Name

Proposal

Title

Loading/unloading
proposals

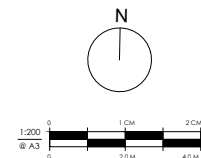
Date
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Scale @ A3
1:200

REV

Drawing No-Revision:
T-4

Proposed block plan



LATHAM CLOSE

LOADING
UNLOADING
AREA

SKIP
AREA

29

37