

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

18/062024

2. Site / Property address

122 Castlenau, Barnes, London, SW13 9EU

3. Planning reference (if known)

122 Castlenau - DC/SGR/22/2522/HOT/HOT

4. Brief description of the work

Demolition of existing modern extension to rear of coach house and external staircase. Formation of a part two storey, part single storey rear extension including new external stair, green roof and balcony. Mansard roof extension over coach house and reinstatement of chimney stacks. Alterations to fenestration of front and side elevations of the coach house. Internal Alterations including lower of floor levels within the coach house.

5. Contact details (name & mobile number)

Property Owner / Client:	Mr & Mrs Taunton
Project Manager / Contractor	TBC
Emergency Contact	TBC
Person responsible for completing this document	Aubin Torck on Behalf of Michael Jones Architects

6. Estimated Start Date and Programme Length

Estimated Start Date on site: 1st September 2024

Programme:

Demolition, Excavation & Groundworks Phase - 4 months
Build Phase - 6 months
Fitout & Finishes - 3 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:

Vehicle approach to the site via the A306 (Rock's Lane) onto Ferry/Verdun Road, right onto Lonsdale Road, then right onto Castelnau

Away from site:

Departing vehicles exit site in forward gear travelling south along Castelnau onto A306

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)

Lowther Primary School (0,5 miles away) on Boileau Road. - we do not think it is necessary to restrict hours for construction traffic due to the school location

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

Site Hours: 8am - 6pm weekdays, 8-1pm Saturdays

Construction Vehicle hours: 8am - 6pm weekdays


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 / X
b. Vehicles will not be permitted to stack outside the site or on local roads & a proper call-up procedure will be used	Y / X
c. Construction vehicles will not block the road (where this is unavoidable, justification must be provided in Section 20)	Y / X
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 / X
e. Any signage or barriers will conform to Chapter 8 of the Traffic Signs Regulations and General Directions 2019 and NRSWA requirements	Y / X

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

Position of skip shown on drawing 1664.03.03.Pl01.003 - skip lorries to reverse into the site via the driveway and leave site in a forward position. Width of skip lorry is 2.7m wide including wing mirrors. We have confirmed that this will fit between the existing brick piers

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

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

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

Y / ~~X~~

- 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

Signage will be placed on the highway to inform pedestrians of the construction works, when large vehicles are operating and may affect the public footpath
Barrier will be maintained during the delivery/pick up periods to protect pavement users
Banksmen will be employed to direct construction vehicles towards/away from the loading zone in a safe manner

When vehicles are reversing into the site, additional personnel will be used to ensure the safety of the road users and pedestrians

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
Demolition & Excavation Phase	Flat bed trucks 8m long x 2.5m wide	2no. per week
Demolition & Excavation Phase	Grab lorries 6.7m long x 2.7m wide	1no. per week
Demolition & Excavation Phase	Skip lorries 6.7m long x 2.7m wide	5no. per week
Build Phase	Skip lorries 6.7m long x 2.7m wide	1no. per week
Build Phase	Concrete lorry 8.25m long x 2.45m wide with small truck (5.8m long x 2.5m wide) for concrete pump. 2 hours in, 30 mins out	4no. concrete pours in first 3 months of work
Build Phase	Flat bed trucks 8m long x 2.5m wide	1no. per week
Build Phase	Light vans 5.8m long x 2.5m wide Small vans 4.5m long x 1.5m wide	5no. per week

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

17. Will a Footway closure be required? / 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? / 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 / 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.	<input checked="" type="checkbox"/>
b.	Concrete Vehicle positions	<input checked="" type="checkbox"/>
c.	Swept Path Analysis	<input type="checkbox"/>
d.	Abnormal Loads – low loaders, cranes, etc.	<input type="checkbox"/>
e.	Vehicle Routing	<input checked="" type="checkbox"/>

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

a. Noise, Vibration and Dust mitigation measures statement	✓
b. Additional Licences (TfL etc.)	
c. (Other)	

23. ADDITIONAL INFORMATION (if required above)

Contact details and 24 hour emergency telephone numbers will be clearly signposted on the hoarding at the entry to the site (contractor still to be appointed)

All hoardings will be contained within the property - see drawing 1664.03.03.PIn.003 Proposed Site Plan for Works. The hoarding will be 2.4m high, with signage warning of the dangers of a construction site and prohibiting unauthorised access. The signage will be maintained and visible for the duration of the construction works,

General construction vehicles will be directed by a traffic marshal and banksmen into a stationary position outside the site entrance, where they can offload deliveries. They will then be directed away from the site continuing in a forward direction. Skip lorries will be directed to reverse into the site driveway to drop off/collect skips and drive straight out and onto Castelnau.

APPEND DRAWINGS BELOW

