

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

04.09.2024

2. Site / Property address

23 Queens Road, Richmond, TW10 6JW

3. Planning reference (if known)

23/1623/FUL

4. Brief description of the work

The project involves the change of use from student accommodation to C3 residential use, the construction of a side extension, the erection of a part-width rear extension to the lower and upper ground floors, and the creation of vehicular access to No. 23 Queen's Road. Additionally, it includes alterations and improvements to the front boundary walls and landscaping for both No. 23 and No. 21 Queen's Road.

5. Contact details (name & mobile number)

Property Owner / Client:	Anil Bangar, 07973178734
Project Manager / Contractor	Roman Arch Construction, Roman Vasylyshyn, 07717 415 121
Emergency Contact	Roman Arch Construction, Roman Vasylyshyn, 07717 415 121
Person responsible for completing this document	Charlie Abdullah, 07496 788940

6. Estimated Start Date and Programme Length

Estimated Start Date on site: October 2024																	
Programme:	<table border="0"> <tr> <td>Site Setup & Welfare Arrangements</td> <td>October 2024-October 2024</td> </tr> <tr> <td>Demolition</td> <td>October 2024-November 2024</td> </tr> <tr> <td>Lower Ground Works</td> <td>November 2024-November 2024</td> </tr> <tr> <td>Rear and side extension works</td> <td>December 2024-January 2025</td> </tr> <tr> <td>Façade alterations</td> <td>February 2025-March 2025</td> </tr> <tr> <td>Interior Alterations and Fit out</td> <td>March 2025-November 2025</td> </tr> <tr> <td>Landscaping Works</td> <td>November 2025-December 2025</td> </tr> <tr> <td>Snagging & Handover</td> <td>January 2026-January 2026</td> </tr> </table>	Site Setup & Welfare Arrangements	October 2024-October 2024	Demolition	October 2024-November 2024	Lower Ground Works	November 2024-November 2024	Rear and side extension works	December 2024-January 2025	Façade alterations	February 2025-March 2025	Interior Alterations and Fit out	March 2025-November 2025	Landscaping Works	November 2025-December 2025	Snagging & Handover	January 2026-January 2026
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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:

The construction vehicles will approach the site from the A316 Lower Richmond Road, then turn onto 353 Manor Road, and finally proceed to Queen's Road.

Away from site:

The construction vehicles will leave the site from Queen's Road, turn onto 353 Manor Road, and then continue to the A316 Lower Richmond Road.

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)

Dickson House, Richmond TW10 6SP, UK.

Cambrian Community Centre, Caplan Court, 1 Grove Rd, Richmond TW10 6SN, UK.

Thomas's College, Queens's Rd, Richmond Hill, TW10 6JP, UK.

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

08:00 to 18:00 Monday to Friday / 08:00 to 13:00 on Saturdays and no
Site Hours: working on Sundays and / or public holidays.

Construction Vehicle hours: will be same as above

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*)

An 8-yard skip will be placed in the front garden, and a skip vehicle will collect the waste as needed. For further details, please refer to Appendix E.

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

a. Standard Ready-Mix vehicles (<i>must be included on drawings</i>)	Appendix C
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 / 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

Please refer to the below stated section in the Site Management & Operations Report.
E. Deliveries and transport of materials, plant, and equipment to site

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 setup and Demolition	Short wheel-based transit vans 3.3m long x 2m high x 2.3m wide with mirrors	2 no deliveries a week
Lower Ground and Extension Works	Short wheel-based transit vans 3.3m long x 2m high x 2.3m wide with mirrors Steel delivery/standard delivery lorry with hiab 7.17 m long x 3.58m high x 2.3m wide with mirrors Concrete mixer 8.3m long x 4 m high x 2.39 wide with mirrors	2 no deliveries a week One delivery in total Two deliveries in total
Interior Fit Out Works	Short wheel-based transit vans 3.3m long x 2m high x 2.3m wide with mirrors Standard delivery lorry with 7.17 m long x 3.58m high x 2.3m wide with mirrors	2 no deliveries a week One delivery in a month
Landscape Works	Short wheel-based transit vans 3.3m long x 2m high x 2.3m wide with mirrors	One delivery in a 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

Standart steel delivery, no exceptional load.

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, a parking suspension is not required.

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.	x
b.	Concrete Vehicle positions	x
c.	Swept Path Analysis	x
d.	Abnormal Loads – low loaders, cranes, etc.	
e.	Vehicle Routing	x

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

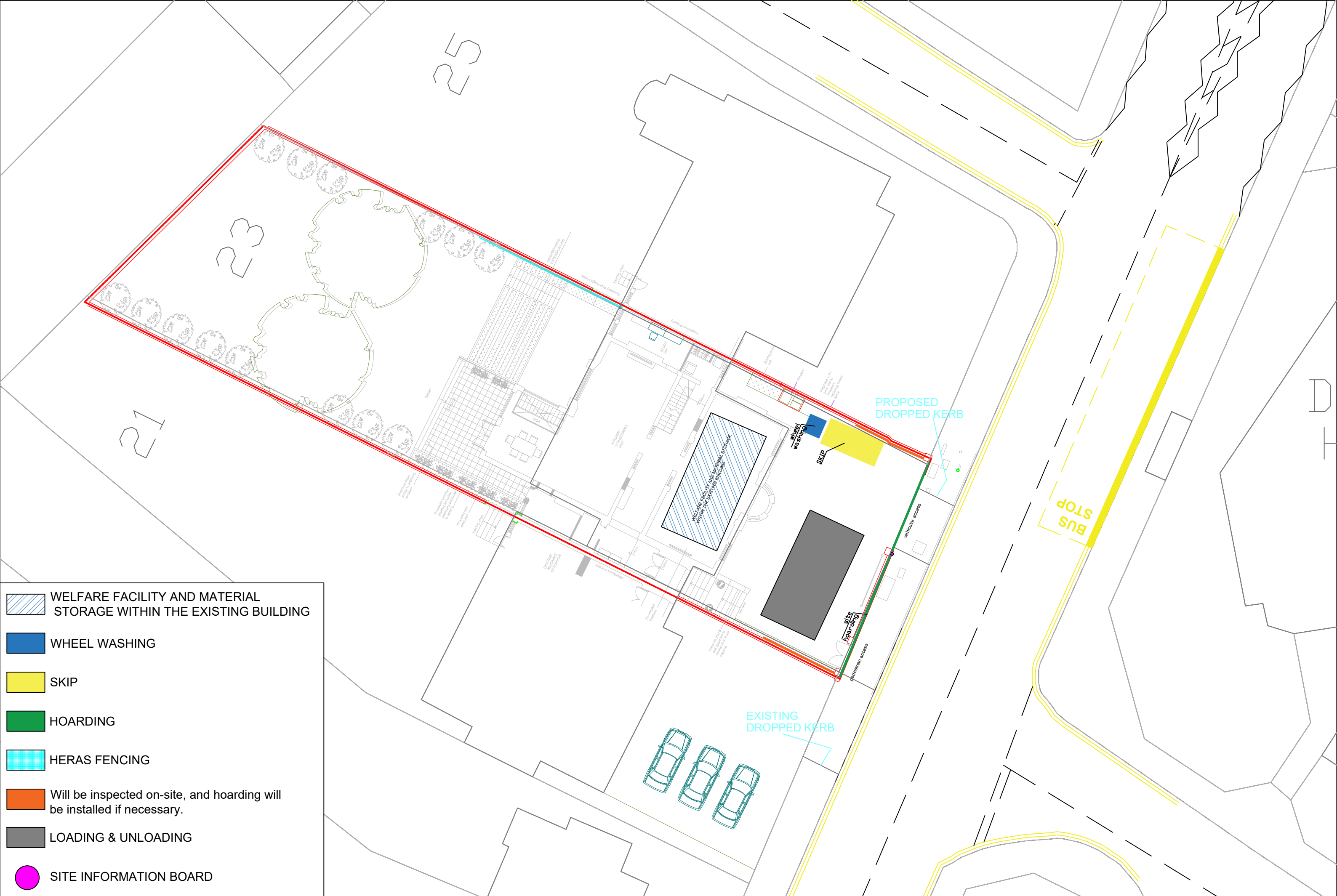
a. Noise, Vibration and Dust mitigation measures statement	
b. Additional Licences (TfL etc.)	
c. (Other)	x









23. ADDITIONAL INFORMATION (if required above)

Please refer to the Site Management & Operations report for details on Site Security ,Deliveries, Waste Management and Mud Control.

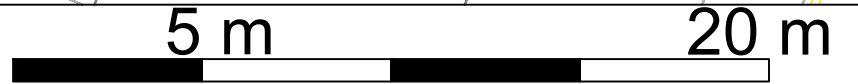
APPEND DRAWINGS BELOW

Appendix A: Site Set-Up Plan



-  WELFARE FACILITY AND MATERIAL STORAGE WITHIN THE EXISTING BUILDING
-  WHEEL WASHING
-  SKIP
-  HOARDING
-  HERAS FENCING
-  Will be inspected on-site, and hoarding will be installed if necessary.
-  LOADING & UNLOADING
-  SITE INFORMATION BOARD

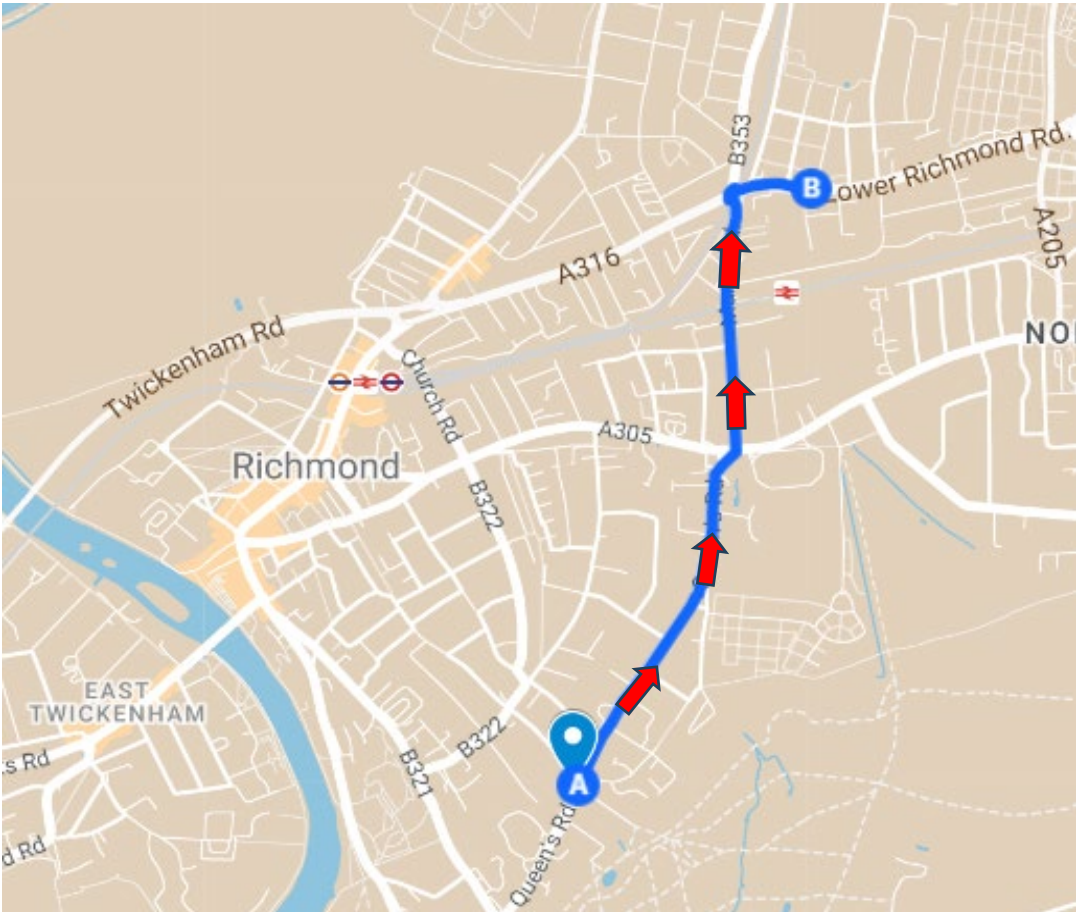
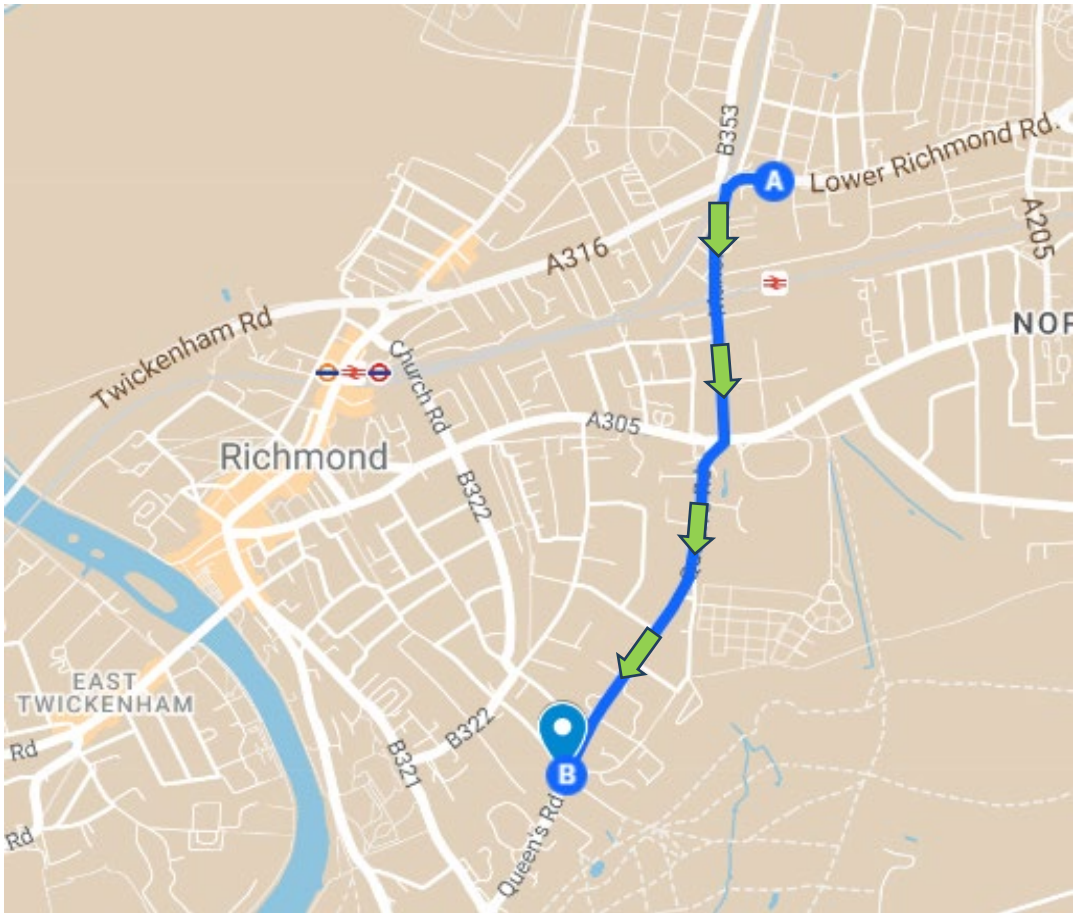
SITE SET-UP PLAN



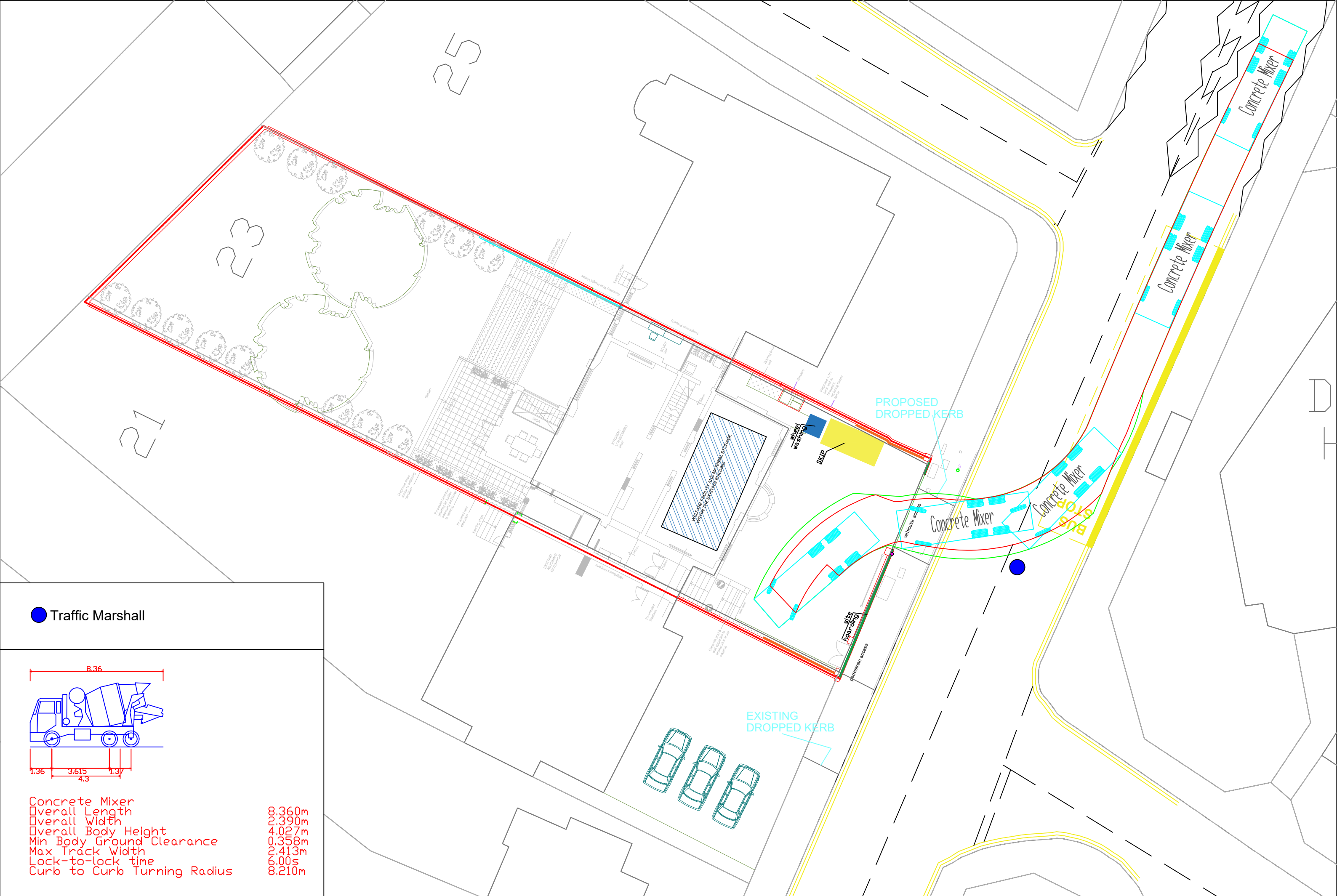
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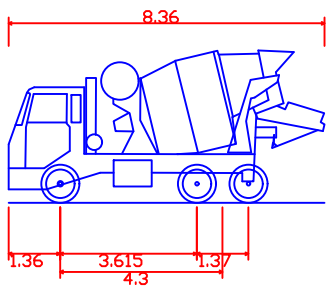
Appendix B: Construction Vehicle Routes



Appendix C: Concrete Vehicle SPA Drawings

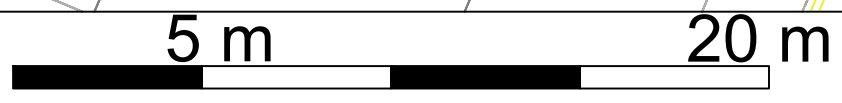


● Traffic Marshall



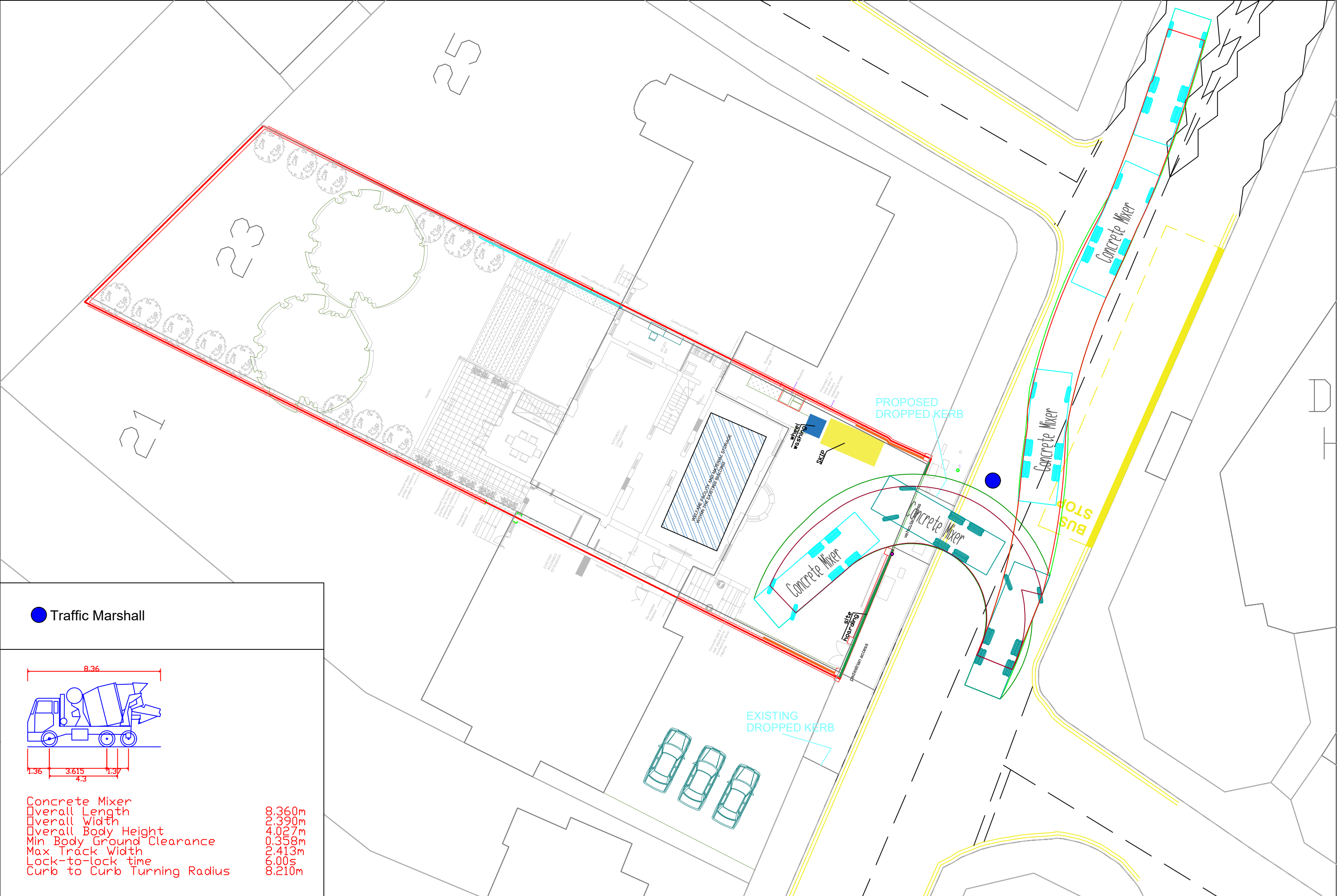
Concrete Mixer	
Overall Length	8.360m
Overall Width	2.390m
Overall Body Height	4.027m
Min Body Ground Clearance	0.358m
Max Track Width	2.413m
Lock-to-lock time	6.00s
Curb to Curb Turning Radius	8.210m

CONCRETE VEHICLE INGRESS

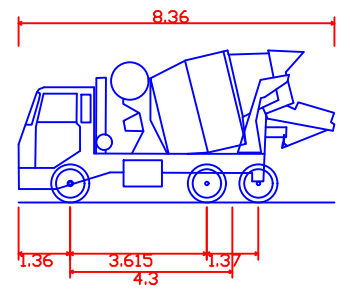


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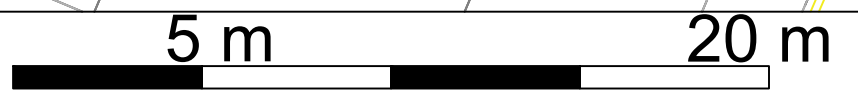


● Traffic Marshall



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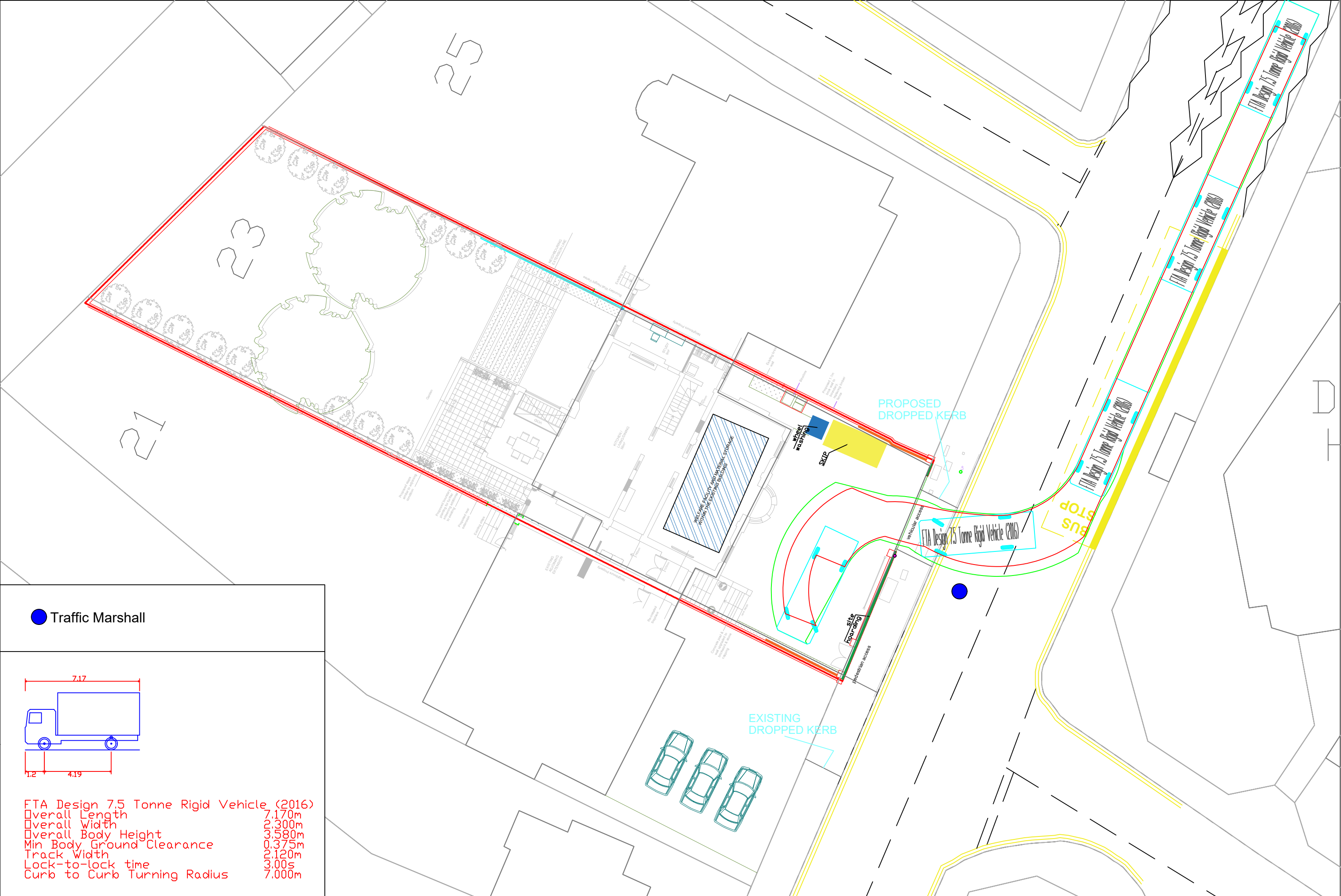
CONCRETE VEHICLE EGRESS



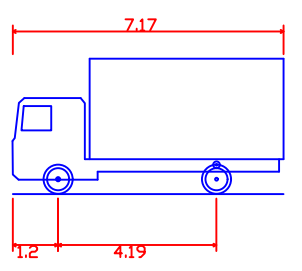
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Appendix D: Delivery Vehicle SPA Drawings

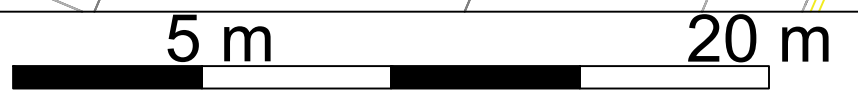


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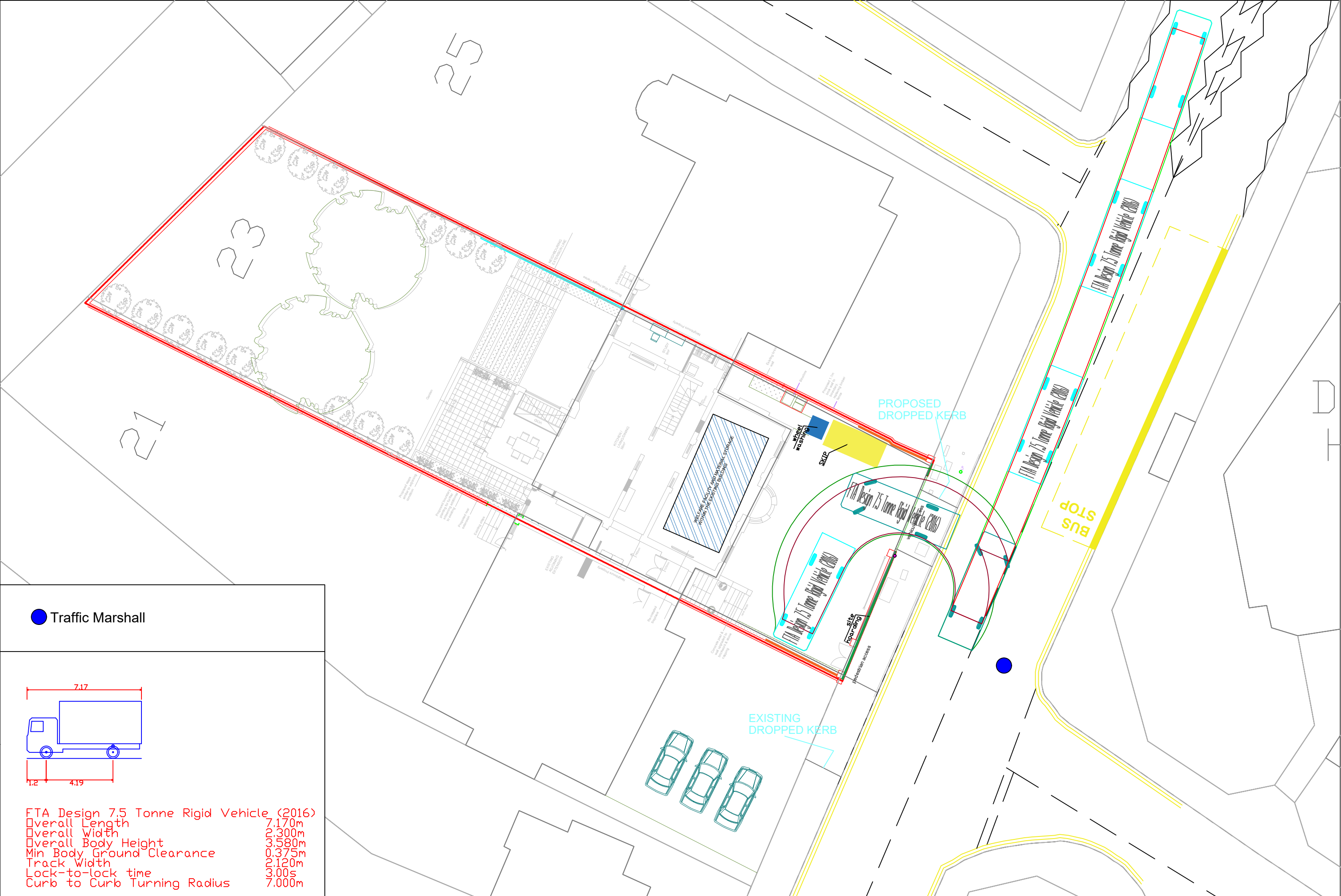
FTA Design 7.5 Tonne Rigid Vehicle (2016)	
Overall Length	7.170m
Overall Width	2.300m
Overall Body Height	3.580m
Min Body Ground Clearance	0.375m
Track Width	2.120m
Lock-to-lock time	3.00s
Curb to Curb Turning Radius	7.000m

DELIVERY VEHICLE INGRESS

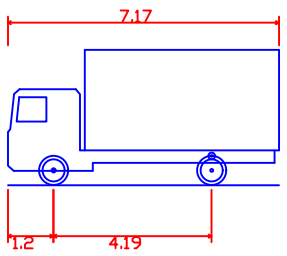


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 Overall Body Height 3.580m
 Min Body Ground Clearance 0.375m
 Track Width 2.120m
 Lock-to-lock time 3.00s
 Curb to Curb Turning Radius 7.000m

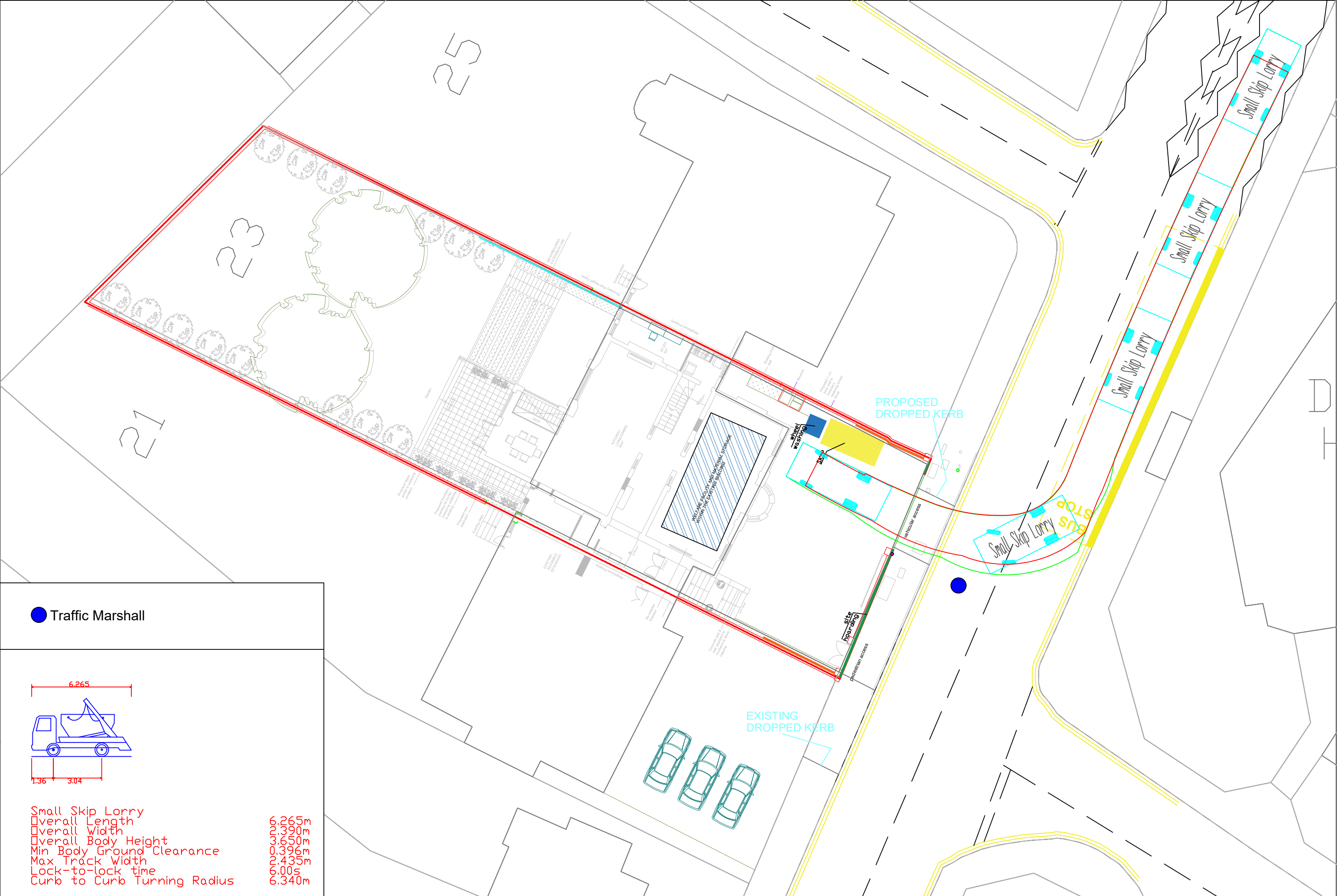
DELIVERY VEHICLE EGRESS



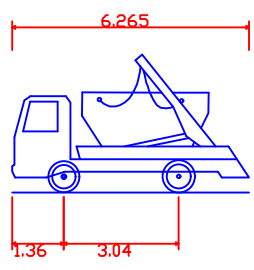
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Appendix E: SKIP Vehicle SPA Drawings



● Traffic Marshall



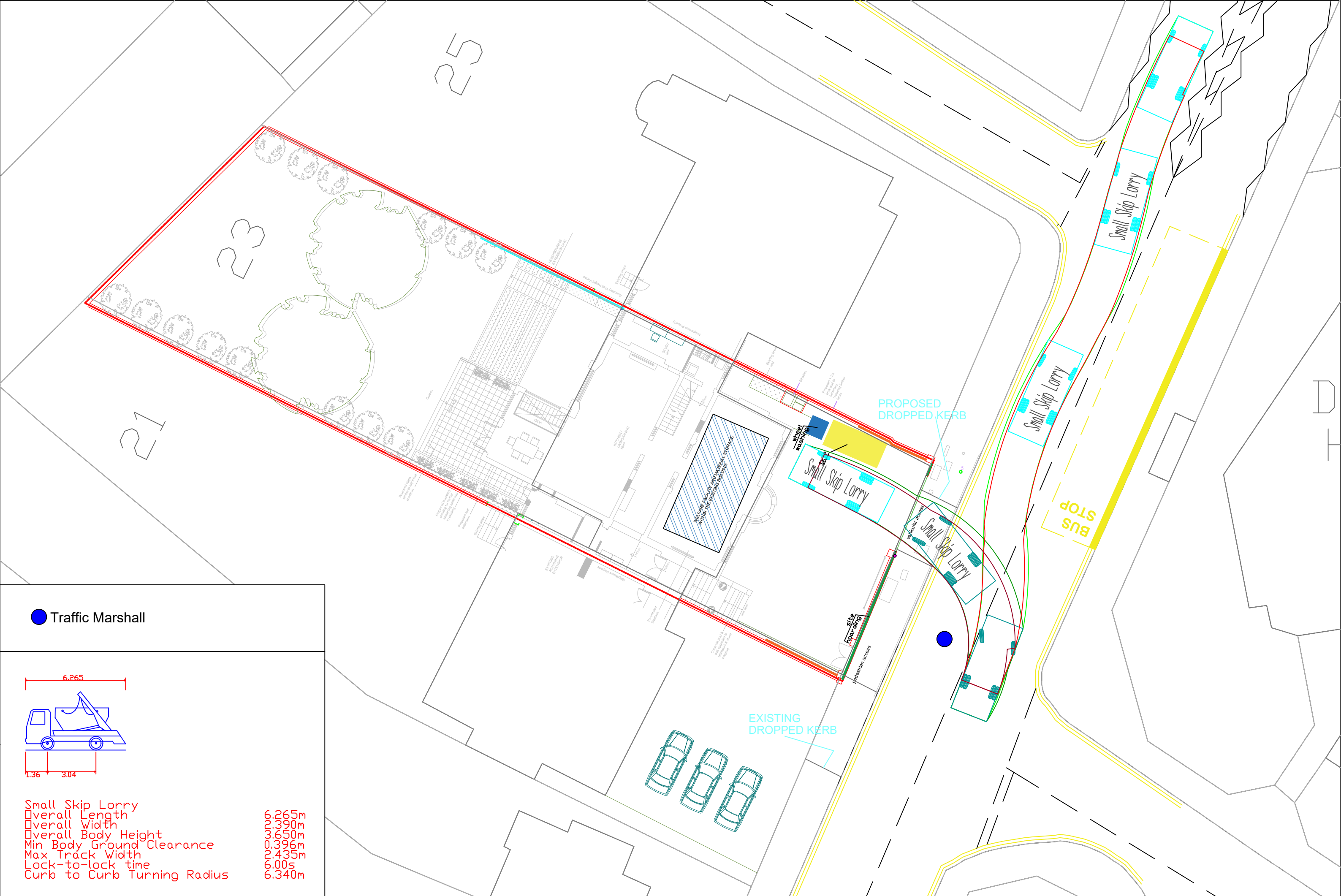
Small Skip Lorry	
Overall Length	6.265m
Overall Width	3.040m
Overall Body Height	3.650m
Min Body Ground Clearance	0.396m
Max Track Width	2.435m
Lock-to-lock time	6.00s
Curb to Curb Turning Radius	6.340m

SKIP VEHICLE INGRESS

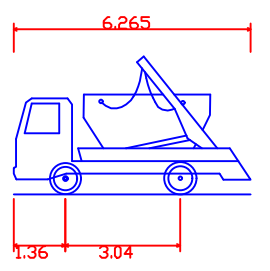


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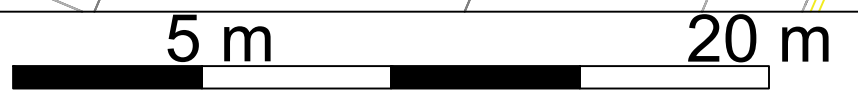


● Traffic Marshall



Small Skip Lorry	
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Overall Body Height	3.650m
Min Body Ground Clearance	0.396m
Max Track Width	2.435m
Lock-to-lock time	6.00s
Curb to Curb Turning Radius	6.340m

SKIP VEHICLE EGRESS



Scale 1:200 on A3

