

# CONSTRUCTION MANAGEMENT PLAN

Discharge of Condition U0183711

14-16 Tudor Road, Hampton, TW12 2NQ

**December 2024**



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## 1.1 INTRODUCTION

This statement has been prepared by The White House Ltd to support the discharge of Condition 7 for planning application 21/P0362/PREAPP, submitted to the London Borough of Richmond upon Thames. The proposal involves the conversion and extension of the existing building into four flats, including a two-storey front extension and a first-floor rear extension, with associated amenity space, car parking, cycle storage, and refuse storage. Best practice methods will be adhered to at all times during the construction phases.

## 1.2 OBJECTIVES

The primary objective of this Construction Management Plan is to ensure that robust management policies and procedures are implemented throughout the construction phases of the site, in line with the revised National Planning Policy Framework. This report outlines the aims and objectives of the proposal during construction, with consideration given to the following:

- Protecting the environment.
- Minimising noise, dust, and vibration nuisance from plant or machinery for adjacent neighbours.
- Preventing artificial light intrusion into nearby residential properties.
- Reducing vehicle emissions and noise levels.
- Improving the safety of road users.
- Minimising the number of vehicle trips, especially during peak periods.
- Encouraging more efficient work and delivery practices.
- Building positive neighbour relationships and fostering improved employee morale.

## 2.0 SITE CONTEXT



LOCATION PLAN

The site is located in the London Borough of Richmond upon Thames, the immediate site is on Tudor Road, adjacent to 12 and 18 Tudor Road. The plot has a total area of 382m<sup>2</sup>. The surrounding area is predominantly residential located within residential area between Hanwell and Richmond upon Thames.

### 3.0 AIR QUALITY AND DUST MANAGEMENT

The proposed development aims to manage and prevent any deterioration in existing air quality. Adequate dust control measures will be implemented during the construction process to minimise dust emissions and material dispersion.

During the demolition phase, the potential scale of dust emissions is classified as small, in accordance with the “*Control of Dust and Emissions during Construction and Demolition*” Supplementary Planning Guidance (SPG), as the total volume of the structure to be demolished is under 20,000m<sup>3</sup>. Similarly, during construction, the potential dust magnitude is considered small, as the total building volume is under 25,000m<sup>3</sup> and materials used will have a low potential for dust release.

Key considerations:

- Sensitivities to dust soiling effects: *Low sensitivity receptor*
- Surrounding properties and amenities are not expected to experience significant reductions in appearance or value due to construction dust.
- Sensitivities to health effects of PM: *Low sensitivity receptor*
- Direct human exposure for non-construction workers will be temporary and limited.
- Sensitivities to ecological effects: *Low sensitivity receptor*
- Dust deposition may affect trees, however the site is not near a Special Area of Conservation.
- Proximity and number of receptors:
- The overall sensitivity of the area to dust soiling effects on people and property is low during construction.

The sensitivity of the area is low risk and the dust magnitude is small making the dust emission magnitude negligible.

**Table 8: Risk of Dust Impacts - Construction**

Sensitivity of Area	Dust Emission Magnitude		
	Large	Medium	Small
High	High Risk	Medium Risk	Low Risk
Medium	Medium Risk	Medium Risk	Low Risk
Low	Low Risk	Low Risk	Negligible

Table 8 from IAQM Guidance on the assessment of dust from demolition and construction

## DUST CONTROL MEASURES

### Monitoring and Complaints:

All dust and air quality complaints will be logged, causes will then be identified, and appropriate measures will be taken within 24 hours. A remediation strategy will be implemented within 5 working days. Records will be maintained and made available to the local authority upon request.

### Mitigation during Construction:

Dust-generating activities will be positioned as far as practicable from site boundaries. Solid screens will be placed around dusty activities to reduce mitigation and boundaries such as fencing, barriers and scaffolding will be kept dust-free and clean using wet methods such as water sprays, stockpiles on site and loaded vehicles will be covered to prevent dust nuisance. Run off into mud and water will also be avoided on site. During the construction process, the highest priority aim is to prevent significant effects on surrounding receptors through the use of effective mitigation.



Example of screen protected scaffolding



Example of solid screens around the construction site

### Emission Reduction:

Machinery used during construction produces emissions during the demolition and construction process that may affect the local air quality. The NRMM Low Emission Zone requires that all engines used on site with a power rating between 37 kW and 560 kW meet an emission standard based on the engine emission. The site does not belong to a Central Activities Zone or Opportunity Area, therefore, the machinery used on site will need to meet at least stage IIIB for engine emissions, emissions will also be reduced on site by not having idling vehicles on site – engines will be switched off where possible. Generators used on site will neither use petrol nor diesel, they will be battery powered or use the mains on site to further reduce emissions.

### Health and Safety:

Chronic illnesses such as lung cancer, silicosis, and asthma caused by dust exposure will be mitigated by following best practicable means, adhering to the *Supplementary Planning Guidance by the GLA (2014)* for The Control of Dust and Emissions during Construction and Demolition.

Specific measures include:

*Demolition Dust* (dust produced from demolition of existing building)

Solution: The site will be enclosed to prevent dust escape.

*Construction Dust* (dust produced by internal construction from cutting and drilling) Solution: Workers will use appropriate PPE to protect themselves from dust inhalation.

*Dust Suppression* (dust produced by internal construction from cutting and drilling) Solution: Water sprays and on-tool extraction will be used to minimise dust clouds.

Post-Construction Air Quality:

To improve air quality after construction, foliage that generates high oxygen levels, such as areca palms, peace lilies, and spider plants, will be planted on-site.



Controlling dust with on-tool water suppression

Disposable respirator (dust mask)

Reusable half-face respirator

Full-face respirator (cartridge)

Full-face powered respirator (cartridge)

Safe use of tools with correct PPE

## 4.0 CONTROL NOISE AND VIBRATION

During the construction of the property on site at Tudor Road, noise will naturally be created as part of the build process. The aim is to mitigate the noise and vibration levels to prevent distribution to local receptors including adjacent properties and human receptors in the immediate area.

### Pre-Construction Notification:

At least 21 days prior to the commencement of site works, written notification will be sent to all neighbouring occupiers surrounding the site at 14-16 Tudor Road. This notice will include the nature and expected duration of the works. The names and contact details of the

individuals responsible for the site works will be displayed on site hoarding and will remain available for enquiries and complaints throughout the duration of the works. Regular updates will be provided to affected neighbours, and any complaints will be promptly addressed.

### **Noise and Vibration Mitigation Measures:**

In line with *BS 5228: Code of Practice for Noise and Vibration Control on Construction and Open Sites*, the following measures will be taken to minimise noise and vibration:

#### *Earth-Moving Plant Noise Control:*

Bulldozers, cranes, trucks, and dumpers may generate noise during demolition. This will be mitigated by using machinery fitted with efficient exhaust sound reduction equipment.

#### *Concrete Breakers and Acoustic Sheds:*

Concrete breakers will operate within acoustic sheds to minimise noise and vibration levels.

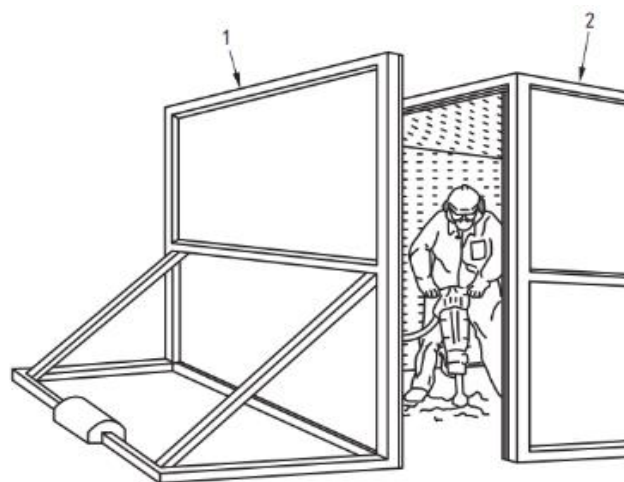
#### *Construction Noise Reduction:*

Plant engines will be enclosed to reduce noise during batch planting. When cleaning concrete mixers, drums will not be hammered. Equipment and machinery will be selected based on low-noise and low-vibration performance.

### **Best Practicable Means (BPM)**

To maintain appropriate noise and vibration levels, the following BPM will be implemented during construction and demolition works:

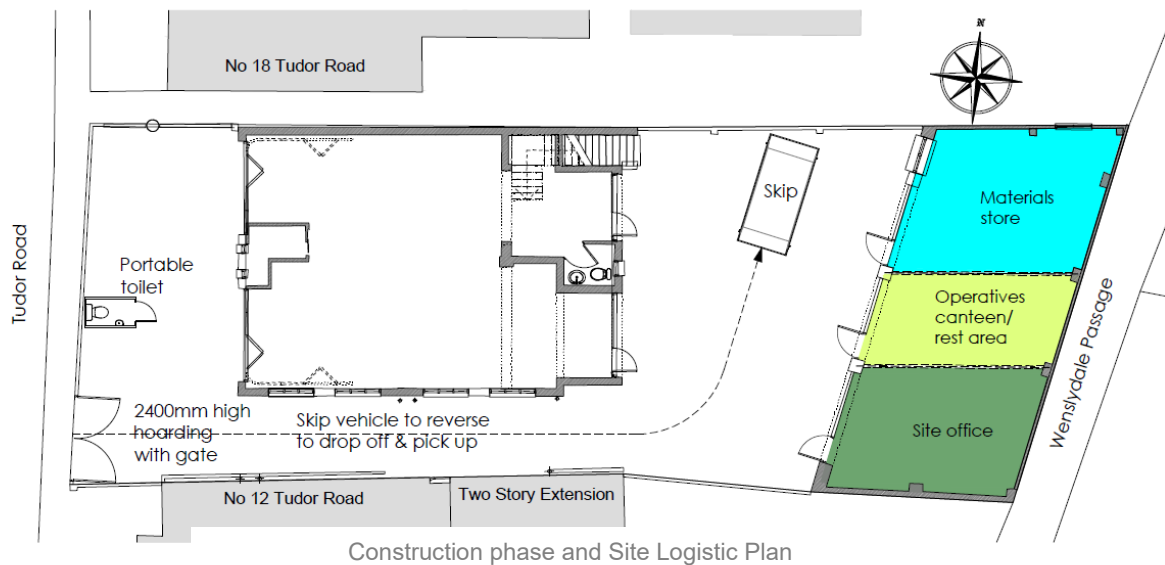
Use of low-vibration methods and silenced machinery. Monitoring and control of noise and vibration levels. Strategic delivery locations to minimise disruption. Restricting hours of work and audible activities to within approved working hours. Ensuring all measures comply with the *BS 5228-1 and BS 5228-2:2009+A1:2014* codes of practice. Through these actions, the project aims to maintain a respectful and considerate environment for neighbouring residents and reduce the impact of construction activities.



- Key
- 1 Acoustic screen 2 m wide and 2.7 m high
  - 2 Acoustic shed 2 m square and 2.7 m high

Example of acoustic shed on the construction site

## 5.0 SITE ARRANGEMENT



Construction activities will take place between 08:00 and 18:00 from Monday to Friday, and from 08:00 to 13:00 on Saturdays. No work will occur on Sundays, Bank Holidays, or public holidays.

### Site Enclosure and Access

The site will be enclosed with 2.4m high hoarding made of plywood boards supported by timber posts. To minimise dust and debris tracking outside the site, a wheel washing system will be installed for vehicles exiting the site. Additionally, the footpath will be cleaned immediately after each vehicle exits to further reduce dust and other potentially harmful substances. The site will have a single locked gate for deliveries and vehicle access. A small timber structure on site will serve as an office for site staff.

### Vehicle Movement and Safety

Designated crossing points will be manned during working hours by a vehicle movements banksman. The banksman will ensure site vehicles, including 4x4s and plant machinery, halt at the intersection of the haul road and public highway. They will check for approaching vehicles before allowing site vehicles to proceed.

### Vehicle Management and Delivery Scheduling

In the early construction stages, larger vehicles will be required on site, with smaller vehicles used as the project progresses. To minimise congestion on nearby residential roads, all deliveries will use Tudor Road as the designated entrance and exit point. Deliveries will be carefully scheduled to avoid multiple vehicles arriving simultaneously. For instance, earth removal will occur earlier in the day, with concrete deliveries scheduled later. Vehicles will follow a designated travel route via main roads, avoiding school zones and peak traffic times to prevent congestion.

### Parking and Traffic Flow

To prevent road obstruction, three parking spaces will be allocated on-site for use by contractors and builders. These measures aim to ensure smooth traffic flow and minimise disruption to local residents.



## 6.0 MATERIAL STORAGE AND WASTE MANAGEMENT

Safe and efficient materials storage relies on effective planning, cooperation, and coordination between all parties involved, including the client, contractors, suppliers, and construction trades. For this project, materials will be stored at the rear of the site.

- **Rear Storage Areas:** Designated areas at the rear of the site will be used for plant, materials, and waste storage.
- **Pedestrian Routes:** All pedestrian routes will remain unobstructed to ensure safe means of escape. Materials and waste will be stored in a controlled and organised manner, ensuring that footpaths and walkways are clear.
- **Flammable Materials:** Flammable materials will be stored away from other materials and will be protected from the risk of accidental ignition.
- **Tidiness:** All storage areas, whether in the main compound or on-site, will be kept tidy to ensure safety and efficiency.
- **Deliveries:** Deliveries will be planned carefully to keep the amount of materials on-site to a minimum and avoid clutter.
- **Work Areas:** Waste clearance will be prioritised for all trades. The site foreman will ensure that everyone is aware of their responsibilities and that waste is managed properly.
- **Skips:** Sufficient space will be allocated for waste skips and bins. The position of skips will be planned, and collection frequencies will be arranged in advance to ensure smooth operations.
- **Waste Inside the Building:** Consideration will be given to waste generated within the building, including the use of wheeled bins or chutes for safely removing waste from the building.

### Vehicle and Site Access

All vehicles will enter the site via the designated route, as agreed in the Pre-Start Meeting. Vehicle movements will be supervised by a Banksman to ensure safety and prevent congestion.

Unloading and storing of materials and equipment will take place in a position agreed upon at the Pre-Start Meeting. The foreman will assess the location prior to unloading, taking into account the needs of other contractors, pedestrians, and traffic routes. These measures will help ensure a safe, organised site while minimising disruption to the public highway.

## 7.0 CONSTRUCTION PROGRAMME

**Site Clearance and Set Up:** Week 1.

**Demolition:** Week 2.

**Groundworks (Excavation):** Week 3.

**Substructure & Drainage (Including Trench Foundation):** Week 4 and 5.

**Superstructure Work (Including Brickwork, Timber Members, Steel Members & Roof Structure):** Week 6 to 12.

**Internal Fit Out 1 (Including Studwork, Floorboards, Plaster Boarding, Skimming, 1<sup>st</sup> Fix Electrics & Plumbing, Carpentry etc.):** Week 13 to 16.

**Internal Fit Out 2 (Including Tiling, Floor Finishes, Kitchen Fit, 2<sup>nd</sup> Fix Electrics & Plumbing, Carpentry etc.):** Week 17 to 21.

**Decoration:** Week 22 and 23.

**Site Clearance:** Week 24 to 26.

*Provisional Dates for Commencement to Completion:*

**Site Clearance and Set Up:** 25th March 2025

**Demolition:** 1st April 2025

**Groundworks:** 8th April 2025

**Substructure & Drainage:** 15<sup>th</sup> April 2025

**Superstructure Work:** 29<sup>th</sup> April 2025

**Internal Fit Out 1:** 17<sup>th</sup> June 2025

**Internal Fit Out 2:** 15<sup>th</sup> July 2025

**Decoration:** 19th August 2025

**Site Clearance:** 2nd September 2025

**Completion:** 16<sup>th</sup> September 2025

## **7.1 CONSTRUCTION METHODOLOGY**

Before demolition can commence, the site must first be cleared. The site clearance will comply with the *Construction (Design and Management) Regulations 2015*. Any hazardous materials identified will be removed by licensed professionals, and debris not intended for demolition will be cleared. As there are no trees on or near the site, there is no need for an Arboricultural Statement. Additionally, smaller vegetation will be removed as part of the clearance process.

Demolition will follow a controlled sequence, beginning from the top of the structure and progressing downwards. Heavy machinery will be operated by competent personnel in accordance with the *Health and Safety at Work Act 1974*. Dust suppression measures, including water spraying and the use of dust control agents, will be employed to comply with the *Control of Substances Hazardous to Health (COSHH) Regulations 2002*.

## **8.0 ENERGY STATEMENT**

As the construction involves front and rear extensions and the conversion of roof space to provide additional accommodation, the construction method will focus on energy-efficient design and building techniques. The proposed building will feature 350mm cavity walls with 150mm of insulation, energy-efficient windows, and cold bridging mitigation. The design has been developed in compliance with the energy performance policy requirements outlined in The London Plan 2021. As part of this, a CO2 reduction target of 35% has been set, relative

to the Building Regulations 2021, achieved through the application of the energy hierarchy. The results have been calculated using the Government-approved SAP 10 software.

Further details are provided in the Energy Assessment document, reference - *Property reference: SAP 10 -01236-01239*, prepared by Energy Calculations Ltd, which states: The calculations provided are based on the detailed SAP 10 assessment, offering an accurate estimate of the energy usage of the final development in operation, in accordance with Part L 2021.

The Energy Assessment pertains to the conversion of the existing office building into new dwellings at 14-16 Tudor Road, Hampton, TW12 2NQ. The report demonstrates a reduction in CO2 emissions, achieving the planning requirement of a 35% reduction over the baseline set by the 2013 Building Regulations.

## **9.0 SITE MANAGEMENT AND ACCESS**

All on-site staff will be briefed on health and safety procedures and site conduct. Staff will report directly to the construction site manager. It is the responsibility of both the contractor and the developer to minimise disruption on site. The contact number for the site manager will be clearly displayed on the hoarding securing the site, ensuring that emergency contact is available 24/7. Access to the site will be located at the front of the property at 14-16 Tudor Road, with entry via Tudor Road. Access will be available during operational hours.

## **10.0 CONSIDERATIONS AND CHALLENGES**

It is acknowledged that working hours will be limited to minimise disruption to neighbours. Working hours will be 08:00–18:00, Monday to Friday, and 08:00–13:00 on Saturdays only, with no work taking place on Sundays or Bank Holidays. However, quieter activities, such as plastering, electrical work, and plumbing, may be carried out outside of the agreed working hours, as these activities do not cause significant disturbance to neighbouring properties. There are no local schools or hospitals that require special consideration within the immediate vicinity of the site.

Noise production and management will be closely monitored on-site, as controlling noise is essential to improving health and quality of life. Once completed, the development will ensure that there is no significant adverse impact on the quality of life of nearby residents. Retail units within the development will have appropriate closing times to discourage unnecessary noise and anti-social behaviour.

## **11.0 STRATEGIES TO REDUCE IMPACT**

The site is located in an area where access is primarily via road. Given that some surrounding roads are narrow, the most practical and efficient access route for larger vehicles is via Station Road onto Tudor Road.

The use of prefabricated materials for delivery is encouraged, as it reduces the time spent on-site and the number of workers present at any given time, thereby helping to minimise traffic congestion on surrounding roads.

Effective waste management on-site is crucial to minimising environmental impact. Waste reduction can be achieved by ordering materials in precise quantities, reducing material usage, and promoting the reuse and recycling of materials. Waste will be placed in designated skips, with skip swaps arranged as necessary. Hazardous materials, such as asbestos, will be handled and removed by licensed specialists, ensuring that all relevant safety measures are adhered to. The storage of hazardous materials will be managed in accordance with health and safety procedures, using the appropriate *Personal Protective Equipment (PPE)*. Hazardous materials will be stored separately from non-hazardous materials, ensuring proper ventilation and separation to reduce the risk of contamination. Under no circumstances will waste materials be burned on-site, as this could generate dark smoke and cause a nuisance.

## 12.0 ESTIMATED VEHICLE MOVEMENT

Vehicle movements for the delivery and collection of demolition plant and machinery will be scheduled to avoid peak traffic periods, specifically between 07:00 – 10:00 and 16:00 – 19:00. All delivery vehicles will have a weight of less than 18 tonnes. Concrete delivery lorries will be 8 metres long and 2.8 metres wide, while muck-away lorries will be 9 metres long and 2.8 metres wide. All vehicles will comply with the Euro 6/VI emissions standard, and the machinery will adhere to the emissions criteria specified in Table 10 of the Low Emissions Strategy.

A total of 6 vehicles, each weighing 18 tonnes, will enter the site daily. Deliveries will be restricted to the hours of 10:00 to 15:00, unless prior agreement is obtained from the council. Deliveries have been planned to maximise both safety and efficiency.

The breakdown of estimated vehicle movements is as follows:

**Demolition deliveries: 1**

**Debris removal: 10**

**Concrete deliveries: 6**

**Concrete pump lorries: 1**

**Scaffolding deliveries: 2**

**Skip swaps: 10**

**Other truck deliveries: 10**

Each contractor appointed to the project will be required to submit a *Schedule of Predicted Site Traffic Movements (SPSTM)*, which will include the date, time, type of vehicle, its designated route to the site, and the estimated duration of its stay. This information will be reviewed by the Designated Site Traffic Manager (DSTM) or Planner (typically the site manager), who will create a *Site Traffic Management/Monitoring Schedule*. This schedule will identify potential conflicts, which can then be resolved by rescheduling.

Once a workable schedule is finalised, a copy will be circulated to all relevant parties, including subcontractors expecting vehicle access on each day. No exceptions to the schedule will be allowed, except for emergency service vehicles, which will always be exempt. A Traffic Light System will be implemented by the DSTM to manage delivery times effectively:

**Red** - Large vehicle, causing either partial or full road coverage during delivery/approach.

**Amber** - Medium sized vehicle, causing partial road coverage during delivery.

**Green** - Smaller vehicles that will sit on the site footprint during delivery.

### **13.0 USE OF BANKSMAN AND PROCEDURES FOR DELIVERIES TO THE SITE**

Designated crossing points must be manned during working hours by a vehicle movements banksman. The role of the banksman in this situation is to instruct any site vehicle, including 4x4s and plant machinery, to halt at the intersection of the haul road and public highway. They must first ensure that no vehicles are approaching the crossing point before allowing the site vehicle to proceed.

Personnel manning a crossing point must not use mobile phones or any other handheld devices for recreational purposes while monitoring or controlling traffic movements. The distraction caused by such devices could lead to serious or fatal injuries, involving the banksman, other drivers on-site, pedestrians, cyclists, or other non-site related vehicles.

Designated access routes to and from the working area will be provided by the site manager to ensure efficient travel to the site with minimal disruption to regular traffic. All access routes for vehicle traffic, and for pedestrians where applicable, will be clearly signposted. Deliveries of plant and materials will be scheduled to avoid periods of heavy vehicle or pedestrian traffic around the site.

Visiting drivers (including plant operators) will be informed of site rules, and designated areas will be specified for delivery drivers to park while waiting to offload. Clear lines of sight will be maintained around vehicle access points. Drivers of large delivery vehicles will be instructed to stop and wait until a banksman can escort them to the offloading area. Vehicle reversing will be minimised; a banksman will assist in reversing vehicles when unavoidable, as well as in the turning of large vehicles near the construction site. All site workers and visitors will wear high-visibility clothing.

Class VI mirrors will be used by HGVs entering the site, alongside the banksman, to ensure improved visibility. Freight operators will be required to meet the Freight Operators Recognition Scheme (FORS) silver standard to support the development.

During the loading and unloading of all 'Red Vehicles', suspended parking bays will be used to minimise disruption to local traffic and pedestrians. Signage will be displayed to indicate any temporary obstructions, and this signage will allow pedestrians to be rerouted to the other side of the road, with assistance from the site banksman.

### **14.0 LOCAL ACCESS INCLUDING HIGHWAYS, PUBLIC TRANSPORT, CYCLING AND WALKING**

The site is located off Tudor Road. The immediate area benefits from good transport links, with Hampton Station just a 4-minute walk away, providing services via South Western Railway to Central London and the West. Additionally, the site is within a 5-minute walking distance to bus stops.

Driving to the site is not encouraged due to the limited space available. Parking for construction workers, site operatives, and visitors will be extremely limited. Skips will not be placed on the street in suspended bays but will be kept within the site boundary, at the front of the site.

As the site is situated on a highly residential street, it is essential to display signage to notify neighbouring residents of the ongoing construction. During certain construction periods, the pavement directly in front of the site may need to be closed. In such cases, appropriate signage will be displayed to inform pedestrians and other users of the site.

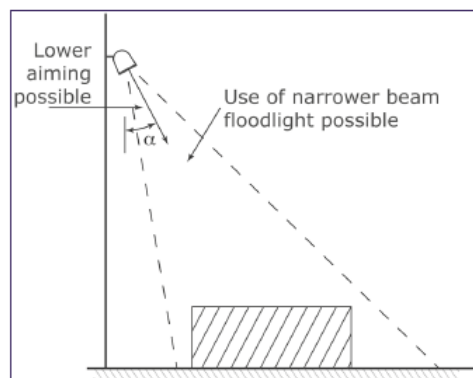


Example Construction Signage for site users, pedestrians and others who may be around the site

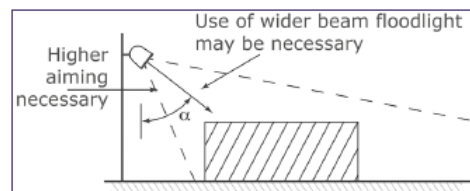
## 15.0 LIGHTING

In accordance with the *Lighting Guidance Note 01/21 for the Reduction of Obtrusive Light* by the Institution of Lighting Professionals, the demolition and construction works at 14-16 Tudor Road will prioritise the reduction of obtrusive light and minimise light pollution to protect the amenity of both occupants and neighbouring properties on Tudor Road.

Although the demolition and construction activities will primarily occur during daylight hours—08:00 to 18:00 from Monday to Friday, and 08:00 to 13:00 on Saturdays—geographical factors such as daylight, saving time may result in reduced sunlight during the late afternoon. In these instances, site lighting will be carefully managed. Lights will be shielded and directed to limit glare and spillage beyond the site boundary. Timers and motion sensors will be employed where appropriate, and over-illumination will be avoided by using low-wattage bulbs or fixtures with adjustable light levels. Where necessary, lights will be mounted at higher positions, in line with the recommendations from the *Guidance Note 01/21*, to minimise impact on neighbouring properties.



✓ Figure 2a: Higher mounting height – less spill light and glare



✗ Figure 2b: Lower mounting height – more spill light and glare

'Guidance Note 01/21 For the Reduction of Obtrusive Light' by Institution of Lighting Professionals.

## 16.0 CONCLUSION

This document serves as the Construction Management Plan (CMP) to discharge Condition 7, and it complies with the Greater London Authority's (GLA) Supplementary Planning Guidance (SPG) on 'The Control of Dust and Emissions during Construction and Demolition'. It also references relevant guidelines, including *BS 5228: Code of Practice for Noise and Vibration Control on Construction and Open Sites* and *Guidance Note 01/21 for the Reduction of Obtrusive Light*.

The CMP outlines mitigation measures to control noise and dust, reducing the potential risks to on-site workers and receptors in the surrounding area. It also addresses the vehicle requirements for the construction works and aims to minimise traffic disruption on public highways where possible. Health and safety are prioritised for all site users during both the demolition and construction phases.

The development is scheduled to begin in March 2025, with an expected completion date of September 2025. Best practice methods will be adhered to throughout the construction and demolition processes to facilitate the conversion and extension of the existing building into four flats, including a two-storey front extension and a first-floor rear extension, with associated amenity space, car parking, cycle storage, and refuse storage.