



Construction Logistics Plan

36 Welcomes Road, Kenley, CR8 5HD



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This Construction Logistics Plan (CLP) has been prepared by Property Experts Ltd for the conversion of 36 Welcomes road, Kenley, CR8 5HD into 7 self contained flats

1. **Project Description**

This is a proposal to convert and extend an existing building to provide 7 self contained flats with the addition of a lift, to accommodate down sizer buyers.

The finishing of the building will be part matching stock brick work and part render finish, UPVC Casement windows to front elevations (to match the existing) and casement windows to the rear. We will incorporate French doors as marked on the approved plans, to access the 4 private gardens. The main roof will be remodel and covered with non asbestos slates.

The agreed contents of this CLP must be complied with unless otherwise agreed with the Council. Property Experts shall work with the Council to review the CLP should any problem arise in relation to the construction of the property. Any further revised plan must be approved by the council and complied with thereafter.

2. **Proposed Programme**

Main contract works – Duration 9 - 10 months

3. **Working hours**

Working hours are 8.00am to 5.00pm Monday to Friday and 8am to 1pm on Saturdays

4. **Access and Deliveries**

All deliveries will be taken into the site. The site is secured so materials will be stored on site when needed. We will use the large frontage / courtyard area. This will also be our skip management area, although we will also use grab Lorries to clear mud and chalk from the site whilst digging the basements out.

This is not a major site and therefore deliveries will be minimal. There will be steels delivered to site but most deliveries will be via the contractors own transit vans. The contractor will manage his own flow of materials to the site.

This will further minimise disruption to the public highway.

5. **Proposed Hours in Which Vehicles Will Arrive and Depart**

We agree to Croydon's restricted delivery times policy and will ensure no site traffic will deliver to or arrive on site between the hours of 07.30 to 09.30 or between 16.00 to 18.00.

We are happy to commit to Croydon's early doors delivery policy if required to ensure that vehicles can arrive and wait at site earlier than 07.30 if necessary to avoid busy periods.

6. **Parking and Loading Arrangements for Vehicles**

A strict delivery procedure will be implemented to ensure that Welcomes Road is not overrun with site and delivery vehicles.

All subcontractors and suppliers will be required to give 48 hours notice of deliveries. The movement of materials, particularly in the main contract works stage, will also be controlled by our labourers. The site supervisor will be responsible for the control and coordination of all aspects of material deliveries and movement.

No vehicles will be parked on the road next to the site except whilst waiting to access the site. Loading or unloading will take place within the site. Only one vehicle will be allowed to load/unload at a time.

7. **Temporary Traffic Management Orders & traffic routes**

Deliveries of major site materials will be planned and schedules to avoid busy traffic periods.

Deliveries will not occur outside the site working hours stated above.

We will use cones to warn road user's of the hazard whilst muck lorry's collect waste from the site. We will use these temporary measures whenever larger vehicles are required, eg: scaffold lorry or granite delivery.

All larger vehicles will follow the suggested route provided by WURA, to enter the Estate via Kenley Lane. Vehicles will enter from the main road into Kenley Lane and will leave in the same direction.

8. **Site Hoarding**

Site hoarding will be implemented to the front of the driveway. We will have a site office in the existing garage / coach house area. The site access gates will swing inwards and be lockable and secure.

9. **Vehicles**

Numerous types of delivery vehicles will be used to bring materials to and from the site. These include:

- Skip lorries. These will include roll on/roll off skips for major demolition works (approx size 7.5m long and 2.4m wide) and standard 8 yard skips for waste (approx size 7m long and 2.4m wide)
- Grab lorries – to remove mud / clay and chalk from basement excavation. (approx size 8.5m long and 2.45m wide)
- Flat bed delivery vehicles for the delivery of various materials including scaffolding and steelwork (approx size 8.5m long and 2.45m wide)
- Smaller deliveries will be delivered by van.

The projected vehicle movements are approximately 1-2 per day during the busiest work period. We agree to commit to Croydon's policy of using only FORS registered vehicles to at least a bronze standard.

10. **Control Of Noise, Dirt And Dust On The Public Highway**

Mud and debris on the road is one of the main environmental nuisances and safety problems arising from construction sites. Property Experts will make provision to minimise this problem with the appointed contractor.

We will make provision for cleaning of the road if required by the labourers.

We will insist on all muck away lorry's be fully sheeted to minimise the risk of any mud over-spilling onto the highway.

We will consider spraying a fine spray to suppress dust on the following:

- Structures and building during demolition.
- Unpaved areas that are subject to traffic or wind.
- Sand, spoil and aggregate stockpiles.
- During loading/unloading of dust generating materials.

This particular site will operate without any non road mobile machinery, so will require no details of their use and no registration. We will ensure that any equipment is turned off when not in use and there is no unnecessary revving of engines when any machinery is in use. Property Experts will monitor noise levels in accordance with the guidance presented in BS 7445: Description and measurement of environmental noise. The control of noise shall be undertaken in accordance with the guidance contained in BS 5228 -1; 2009 Code of practice for noise and vibration control on construction and open sites – Noise. We will ensure that the measurement and assessment of ground borne vibration will be undertaken in accordance with the guidance contained in BS 5228 2; code of practice for noise and vibration control on construction sites and open sites – Vibration. Every – two – hour quiet period policy to be follows. No heavy machinery to be used during these hours: 10.00 until 12.00 then 14.00 until 16.00Noise and dust levels will be monitored on a regular basis.

11. **Crossovers**

A crossover is available on site and we will commit to reinstate the footpath if we cause any damage during the planned works. We will provide before and after photographs for consideration.

12. **Commitment to Adopt Best Practice Policies in Respect to Air (Dust) Pollution**

Source of reference

The following documents obtained from DTI/BRE were used to formulate Best Practice Policies in respect to Air (Dust) Pollution:

- Control of Dust from Construction and Demolition Activities
- Control Guide Parts 1-5

Site Specifics

No major demolition works will be carried to the building as the works comprise the further excavation of the existing basement and creation of a light wells to the rear. Apart from the ground / basement floor rear extensions the work is mainly the conversion of the existing building.

Excavated material from the basement will be passed through to the skip management area sited outside the property on the courtyard, from where it will be removed using either a skip lorry or grab lorry.

Hoarding to be sited at the junction of the front garden and pavement to enclose the front garden and assist in containing any pollution.

Regular damping down of the dust pollution within the adjacent to the site to take place on a daily basis, or more frequently if necessary, by means of recycled rain and ground water in the first instance, via hose and pump.

Excavated material estimated to be 90% ballast and damp, and therefore will cause minimal dust.

Site Operatives Training

The site manager will act as a delegated 'Responsible Person' in respect of carrying out Best Practice Policy.

The site foreman to oversee damping down, and toolbox talks to be carried out to ensure all operatives on site are aware of the need to adopt and adhere to Best Practice Policies and to minimise and be in control of dust pollution.

Protective clothing/equipment to be issued to all operatives, where required, to prevent dust inhalation.

13. Commitment to Adopt Best Practice Policies in Respect to Water (Ground & Surface) Pollution

Source of reference

The following documents published by the Environment Agency were used to formulate Best Practice Policies in respect to Water (Ground & Surface) Pollution at this site:

- PPG 1 Basic Good Environmental Practices
- PPG 5 Works in, near or over Watercourses
- PPG 6 Working at Demolition and Construction Sites

Site Specifics

The property is not in, over, above or within 10m of a river, other watercourse or wetland.

The property is not within a groundwater source protection zone.

There were no surface water drains within the confines of the rear garden of the property. There is therefore no risk of any pollutant being discharged into a surface water drain.

The works are contained within the enclosed rear garden of a domestic property; therefore no delivery, collection or contractor vehicles, or heavy plant will enter the actual site. All vehicles will deliver and collect materials/waste/etc from the highway, and will follow the site specific Construction Traffic Management Plan. There will therefore be no heavy plant or wheel washing necessary.

No oils, chemicals, fuel or hazardous substances will be used during the course of the works (Excluding small quantities of paint and associated products sufficient for the conversion and decoration of the building).

No oils, chemicals, fuel or hazardous substances or waste to be stored above or below ground during the course of the works (excluding small quantities of paint, etc. Where were stored in a suitable manner). There will therefore be no risk of spillage, incorrect storage or unsuitable disposal of pollutants into ground water.

Washing out of cement mixer to be carried out in accordance with the Environment Agency Regulatory Position Statement for Good Practice Guidance.

14. Details of Consultation With Local Businesses Or Neighbours

As individual citizens and as a company Property Experts will take due care of the community environment within which we will be working.

The site team will have direct responsibility for fostering good community relations with all neighbouring residents and businesses. From the start of this project, Mr Stuart Goddard will be involved in the management of the site and will be identified as being specifically responsible for community relations (Community Liaison Representatives / Project Managers – Stuart Goddard (Phone number: 07956800170)

Stuart will maintain regular liaison with and be the points of contact for any enquiries from neighbours. In addition Stuart will liaise with the representatives of WURA and have included aspects of their own developer agreement within this CLP.

Property Experts will consult with the neighbours, periodically to monitor any concerns they may have during the building program. All boundary issues, where appropriate, will be dealt with by Property Experts before commencement of work.

Before work commences we will send out letters to the neighbours informing them of what will be happening and giving them our contact name and telephone number. This will include a 24hr emergency hotline. The copy of this letter will also be placed on the side of the building through the project period with our contract details.

Should there be any complaints, questions or concerns, local residents will raise them by phone or during the meetings. A record will be kept of all comments/complaints.

15. **Waste Management**

Our approach to the treatment of waste is to assign one member of staff to be responsible for the waste.

The assignee is responsible for:

- Ensuring the site is kept clean and safe
- The collection of waste
- Ensuring that all access routes, fire escapes and staircases are swept and kept clear of debris on a regular basis to maintain high standards of health and safety on the project.

All general areas of the project will be swept clean on a weekly basis.

16. **Utility Co-ordination**

Further to Discussion with Alex Pocklington of Croydon, we are happy to provide all contact information and reference numbers for the utility connections on the site. We will forward emails from Thames water, UKPN and SGN and authorise Alex to liaise with the companies direct to ensure minimal potential road closure / management.

The agreed contents of the Construction Logistics Plan must be complied with unless otherwise agreed with the Council. The project manager shall work with the Council to review the Construction Logistics Plan if problems arise in relation to the construction of the Development. Any future revised plan must be approved by the Council and complied with thereafter.