



Construction Management Plan

Project Location:	84 Ditton Road, KT6 6RH
Client:	Carrie Xu and Charles Chen
Date:	02.02.24
Local Council:	Kingston Upon Thames.
Planning Approval:	20/02901/FUL.
Ref:	Condition 21.



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ARB. 092038J
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Planning Reference: 20/02901/FUL.

Erection of three storey 4 bedroom detached house with associated landscaping, car parking, cycle storage and amenity space dated 04/06/2021. Variation to include ground floor rear and side extension and internal changes

Introduction:

This report describes the anticipated construction programme for the development and describes the nature of the activities to be undertaken. It identifies, the environmental considerations associated with these activities and outlines appropriate measures that might be implemented for their mitigation. It contains construction methods and contracting strategies that can be reasonably anticipated for a development of this type. This Management Plan is issued in connection with App No. 20/02901/FUL and the discharge of condition 21 as described below;

No development shall take place (including any works of demolition) until a construction management plan or construction method statement has been submitted to and approved in writing by the Local Planning Authority. The approved plan/statement shall be adhered to throughout the construction period. The statement shall provide for:

- i) How the proposed development will be built;*
- ii) Hours of working (limited to 08.00 to 18.00 Mondays to Fridays and between 08.00 to 13.00 on Saturdays and not at all on Bank Holidays and Sundays);*
- iii) The procedure for loading/unloading materials;*
- iv) The route to and away from site for muck away and vehicles with materials;*
- v) The protocol for managing deliveries to one vehicle at a time on sites with restricted access or space;*
- vi) The protocol for managing vehicles that need to wait for access to the site;*
- vii) Whether any reversing manoeuvres are required onto or off the public highway into the site and whether a banksman will be provided;*
- viii) Temporary site access;*
- ix) Signing system for works traffic;*
- x) Whether site access warning signs will be required in adjacent roads;*
- xi) Whether it is anticipated that statutory undertaker connections will be required into the site;*
- xii) The storage of plant, materials and operatives vehicles;*
- xiii) The potential for impacts from dust and emissions during the demolition and/or construction phase upon local air quality and surrounding residents;*
- xiv) Measures for the laying of dust, suppression of noise and abatement of other nuisance arising from development works;*
- xv) The location of all ancillary site buildings;*
- xvi) The means of enclosure of the site, its erection and maintenance;*
- xvii) Wheel washing equipment;*
- xviii) The parking of vehicles of site operatives and visitors;*
- xix) Meeting the requirements of the Low Emission Zone for Non-Road Mobile Machinery (where relevant plant or vehicles are being used); and*
- xx) The method of recycling and disposing of waste resulting from the demolition and/or construction phases*

It is of note that the whilst the proposal is a 'new-build' residence, it is a single family home and not a large scale development. With this in mind, the condition appears to be principally concerned about the delivery and traffic management.

In the case of 84a Ditton Road, the proposal is fortuitously situated further back from the frontage of the site providing space for deliveries. Due to the size of the scope of works, there are no anticipated deliveries that would cause aggravation to the traffic, or block the road.

The proposed development type is a traditional build, with a principal contractor on site at all times. The proposed strategy is masonry construction with a steel frame that will be delivered as and when required in line with the program. Within this document the proposed layout for the site is included in a drawing, illustrating the site welfare, storage for materials and tools, on site parking, and the facilities to accommodate deliveries.

I hope this provides the necessary information required and should anything require further clarification please don;t hesitate to get in touch.

Key Contacts:

Telephone numbers are available for the general public to contact the project team, these telephone numbers are manned 24-hours. Posters for these schemes are displayed in various locations on the site. These numbers are advertised on posters around the site and will be provided to interested parties. Notable contact numbers are:

24 Hour contact number: IMKO Senior Project Manager
Mobile: 07771927096

Site Address: 84a Ditton Road, Surbiton, KT6 6RH

Client: Carrie Xu and Charles Chen

Architect: HMD Studio
0207 228 2871

Local Authority: Kingston Upon Thames
Tel. 0208 547 5000

A&E Hospital: Kingston Hospital, Galsworthy Rd, Kingston upon Thames, KT2 7QB
Tel. 0208 546 7711

Police: Kingston Police Station, 5-7 High St, Kingston upon Thames KT1 1LB
Tel. 0162 269 0690

Fire: Kingston Fire Station, 390 Richmond Rd, Kingston upon Thames, KT2 5PR
Tel. Emergency Only (999)

Emergency Services: 999

Working Hours

Site opening hours

Between 08:00 and 18:00 Monday to Friday and Between 08:00 and 13:00 on Saturday

Not at all on Sundays, bank holidays and public holidays

We will carry out demolition and structural work only between 08:00 and 18:00 Monday to Friday and Between 08:00 and 13:00 on Saturday; Not at all on Sundays, bank holidays and public holidays.

No noisy works will take place outside these hours.

Construction Type:

The proposed method of construction type is traditional.

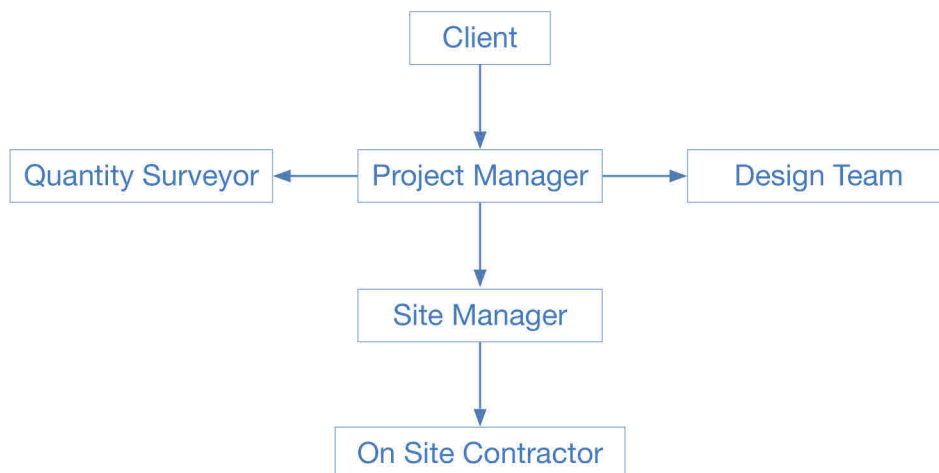
The site will be the responsibility of the appointed contractor (IMKO) and he will be responsible for the management, security and Health and safety as outlined in the following document.

The proposal is for a single family dwelling, located on a site that has a generous front garden. This space will be utilised for Parking, deliveries, the site welfare office and material and tool storage.

The proposed construction type is principally traditional masonry construction, comprising bricks and blocks built on concrete pile foundations tied together with the concrete ring beam. This being the case the majority of the superstructure construction will be built from a scaffold, that will be adjusted throughout the works in accordance with the programme.

Management of the Project :

The responsibilities of the management involved in the project are to deliver the project on time, on budget without compromising the health and safety of the operators involved. The management reporting hierarchy is shown in the below diagram:



The health and Safety goals are to complete the project with zero accidents and zero near misses by reducing all risks to the lowest reasonably practicable levels. The management also hopes that all operators leave the project with a better understanding of health and safety issues.

At regular intervals throughout the project the Project Manager, the CDM Co-ordinator, the Site Manager and the Designer will meet to discuss the health and safety performance. This will involve analysing the cause of any accidents logged and discussing action taken. Upon completion, a lessons learned meeting will take place so that all relevant parties can review all health and safety activity throughout the project.

4. Residential and Subcontractor Parking:

To minimise the impact on local resident parking IMKO encourage all subcontractors' to use public transport on a daily basis all tools and equipment are delivered and stored on site to eliminate a daily vehicle commute.

Due to nature of the large front Garden, there is scope to provide x4 parking spaces on site without affecting the layout. This has been illustrated on the Site Layout drawing accompanying this submission.

5. Enabling Works & Excavation/ Demolition Works

The site was purchased from adjacent garden land. There are currently no buildings that need demolishing. The site has however become very overgrown, and there are various tree stumps that need removal. This will be done in the first phase of works, and the ground will be levelled.

6. Construction Noise & Vibration

If required, the noise and vibration issues will be regularly monitored with Kewtech sound level meters or if required ABEM Vibration Monitoring.

The noise plans will include details of further monitoring work that will be carried out during the project to verify that the noise levels are not being exceeded. Part of this will be to propose and agree the points for further monitoring. The basic precautions that will be taken to minimise noise on the site are given including silenced plant, working hours and reduced working hours for demolition and underpinning operations.

The limitations for noise are as follows:

- a) 08:00 to 18:00 on Monday to Friday (excluding Bank Holidays)
- b) 08:00 to 13:00 on Saturdays
- c) At no time on Sundays. Any work to be undertaken outside of these hours is prohibited unless agreed with all relevant parties including Windsor and Maidenhead Council.

In the event that a complaint or concern is raised, an immediate review will be completed to remove the problem wherever possible and to establish what levels of noise and vibration have been emitted from the site. The interested parties will also be notified. In the event that the limits have been exceeded the operation will be modified and the noise and/or vibration rechecked from that operation to verify that the corrective action has been effective.

These actions may include reducing the operating hours, reciting the equipment, changing the method of working or temporary barriers. In the event that the noise levels prescribed are not being exceeded, the complaint will be reviewed and discussions held with the third party to understand the problem further and evaluate whether the particular problem can be rectified or at least improved. Communication will be maintained in conjunction with the interested authorities. Detailed site clearance and piling records will be kept which would detail the type of equipment, location, and time.

7. Construction Lighting:

The Construction lighting will be limited and task specific.

There will be no new high mast lights erected for the construction works itself. On occasion mobile light towers may be used. Procedures will be put in place for monitoring the lighting, and adjustments will be made to lighting to ensure minimal environmental and social impacts occur.

8. Dust Management

Dust management for the project will be carried out by IMKO and include the use of water spray or physical containment.

In the event of a complaint in respect to any of the works, shall be directed to the Community Liaison Manager who will be responsible for following the complaint through to resolution and initiating and necessary enforcement or corrective action. Testing will be carried out daily and any high-recorded levels will be investigated to identify the source. Remedial action will then be taken to reduce levels and the monitoring repeated to verify that the corrective action has been successful. Hard surfaces will be cleaned and maintained. Sub-contractors will be instructed to keep all plant and equipment used in good repair. Maintenance shall be carried out in accordance with the manufacturer's recommendations or in such a manner or at such a greater frequency as operational experience may show to be appropriate.

9. Traffic Management Plan

All works vehicle must adhere to national speed limits and any local authority by-laws. Deliveries that are outside the normal permitted size of weight will be notified to the authorities. These will be identified in advance to allow liaison with interested parties. Wheel wash facility will be provided if required (at any stage of the project). Deliveries are permitted only within site working hours.

All traffic to and from site shall follow the traffic management guidance issued in advance by the contractor. Sufficient turning space shall be provided on site for all small and mid-sized wheel base vehicles. Banksman be employed to ensure safe passage for pedestrians and vehicles during deliveries and when vehicles deliver to site.

10. Deliveries/Collections and Storage

Deliveries are not to be made outside of the permitted hours of work.

All deliveries are to be pre booked and delivery drivers must report to Site Manager and sign the Site visitor book.

All heavy goods vehicles are to temporarily stop at the rear of the site and follow IMKO traffic guidance issued in advance by the contractor.

All storage is to be located within the perimeter of the site and at no time are any new or waste products to be stored outside of this boundary where dedicated storage areas shall be provided behind 1.8m high Herras fencing.

We do not envisage any requirement for vehicle washing within this project as hard-standing heavy duty mats will be provided in the delivery zone. This will mean the wheels do not pick up mud on delivery. A jet was will be provided in case. Please refer to drawing 046_CD_001

Deliveries will be directed by the Banksman to reverse into the site, onto the designated hard standing. This will negate any need to reverse into the road once the delivery is complete. In exceptional circumstances, when a second delivery arrives whilst another is being unloaded, there is space on the crossover for the second delivery to wait whilst the first is unloaded.

Having reversed into the site, all deliveries will drive out forward facing, therefore reducing any risk an befitting from the wide splay view Please refer to drawing 046_CD_002 for more information.

11. Vehicle Emissions

All construction vehicles are required to comply with relevant European standards.

Suppliers and drivers are required to:

- Switch off their vehicle's engine when stationary to prevent exhaust emissions
- Maintain vehicles including engines in tune and catalysts working efficiently
- All vehicles used by contractors must comply with MOT emission standards at all times.

12. Waste Removal

The removal of waste products from site will be minimised by recycling of excess materials wherever is possible.

Removals to be carried out by smaller Lorries if possible to reduce the impact on local residents. Loads will only be deposited at licensed tips. To demonstrate the correct depositing of excavated material and to prevent the occurrence of fly-tipping, a ticket system will be operated within IMKO waste management plan.

Our licensed waste carrier will randomly be followed to ensure compliance with existing law.

13. Concrete Pouring

Concrete pouring and filling will be fully controlled to ensure that cement bound materials do not pose any pollution issues. - All concrete pouring and filling operations shall be supervised and monitored- Concrete use shall be monitored with accurate pour records- Any drains in vicinity of concrete works will be covered- Consider use of biodegradable shutter oils – handling, storage, use and disposal will be carefully controlled.

14. Site Hoarding Security

IMKO will provide a temporary hoarding. This will assist with the security and safety of the site throughout the project.

We will only display approved Health and Safety signage and contact details relating to the site and Principal Contractor.

15.0 Health and Safety Policy Statement:

Effective Health, Safety and Management control and work practice is an integral part of our company culture and is recognised as a key driver in respect to achieving success in our business objectives.

Key Statutory Duties Compliance:

We shall do all that is reasonably practicable to implement our legal duties under all relevant statutory provisions and in particular those provisions outlined in:

- The Health & Safety at Work Act 1974;
- The Management of Health & Safety at Work Regulations 1999.
- The Construction (Design and Management) Regulations 2015

In particular as an employer we will:

Provide and maintain plant and systems of work that are safe and without risk to health

Ensure the safety and absence of risks to health in connection with the use, handling, storage and transportation of articles and substances

Provide information, instruction, training and supervision as is necessary to ensure the health and safety at work of all employees.

Ensure the maintenance of workplaces under our control in a condition that is safe and without risks to health, which includes the provision and maintenance of safe access and egress routes

The provision and maintenance of a working environment that is safe, without risks to health and adequate as regards to facilities and the arrangements of the welfare of our employees whilst at work.

Employee Co-operation

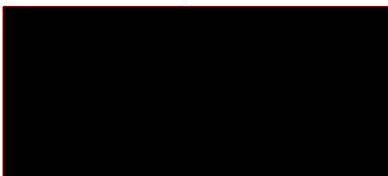
As a condition of our employment we require our employees to co-operate with us to ensure we meet with our objectives. In particular we require our employees to:

Take reasonable care of your own health and safety and that of others who may be affected by your acts or omissions whilst at work.

Not intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety and welfare.

Directors Commitment

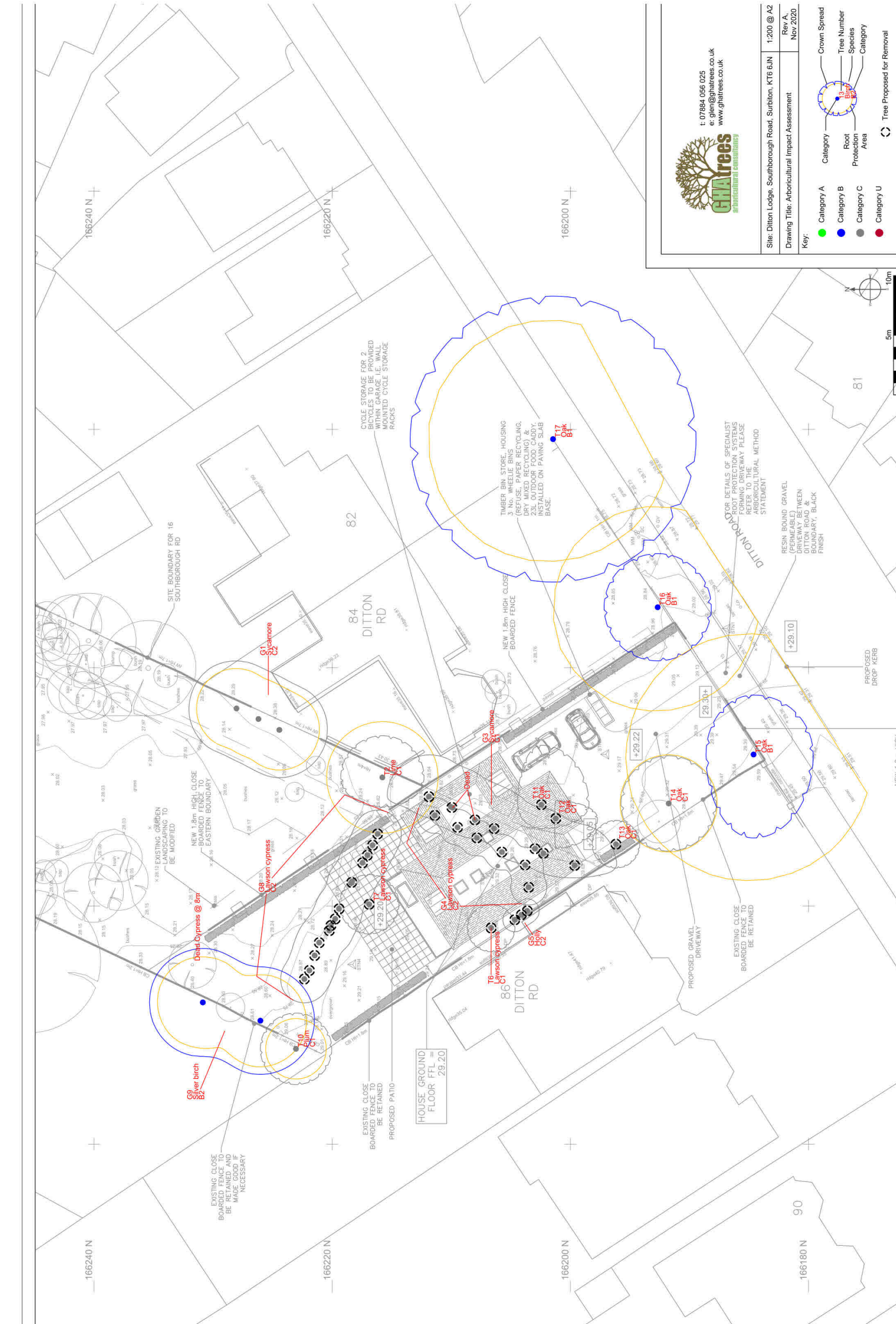
We, the directors, pledge to provide satisfactory resources to ensure, so far as reasonably practicable, that our company employees are provided with the necessary training, supervision, information, procedures, skills, equipment and leadership necessary to achieve our policy objectives.





Appendices





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 e: gh@ghatrees.co.uk
 www.ghatrees.co.uk

Site:	Diton Lodge, Southborough Road, Surbiton, KT6 6UN	1:200 @ A2
Drawing Title:	Arboricultural Impact Assessment	Rev. A Nov 2020
Key:	<ul style="list-style-type: none"> ● Category A ● Category B ● Category C ● Category U 	<ul style="list-style-type: none"> Crown Spread Tree Number Species Protection Area Category Tree Proposed for Removal

Building Footprint:
The red hatched area indicates the location of the building footprint within the site. Throughout the duration of the ground works this area will be kept clear other than the necessary setting out equipment and plant.

Site Welfare / Office:
The blue hatched area indicates the 20 x 8 site welfare office. This area will be prefabricated and contain space for operatives to change and eat. It will also be the principle site office throughout the duration for the works.

Portable Toilets:
The purple hatch indicates the proposed location of the portable toilets. They have been located for ease of emptying next to the delivery station.

Utility Station:
The green hatch indicates the temporary location of the utilities including Water and Electricity. The electricity will be connected and secured throughout the site as required by a qualified electrician. The water supply is located adjacent to the delivery hard-standing so if required it can be connected to a jet washer to allow for a wheel cleaning station.

Site Hoarding:
The front entrance to the site will be secured using a site hoarding. This will likely be constructed from herras fencing and plywood. Key contact details will be displayed on the front of the site.

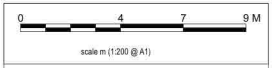
Delivery Hard-standing:
Within the gates, there is an area that is proposed to be covered with heavy duty vehicle protection matting. This will reduce the need for cleaning as the vehicles will not get muddy when delivering to the site.

Crossover:
The crossover to the property was applied for and approved by the council and has been installed by the council approved installer. Ref: RBK-DRDPK51446717

Material / Tool Storage:
Proposed location of a secure storage unit for valuable materials and tools.

Site Parking:
Adjacent to the delivery hard-standing, there is an area designated to site parking. The proposal is for 4 permanent spaces that will ensure no additional pressure for parking is impacted on the local area. It is of note that there is no 'on-street' parking on Ditton Road.

Curbside Waiting:
In the unusual occurrence that two deliveries arrive at the same time, the crossover is wide enough that the second vehicle can wait temporarily until internal space is available.



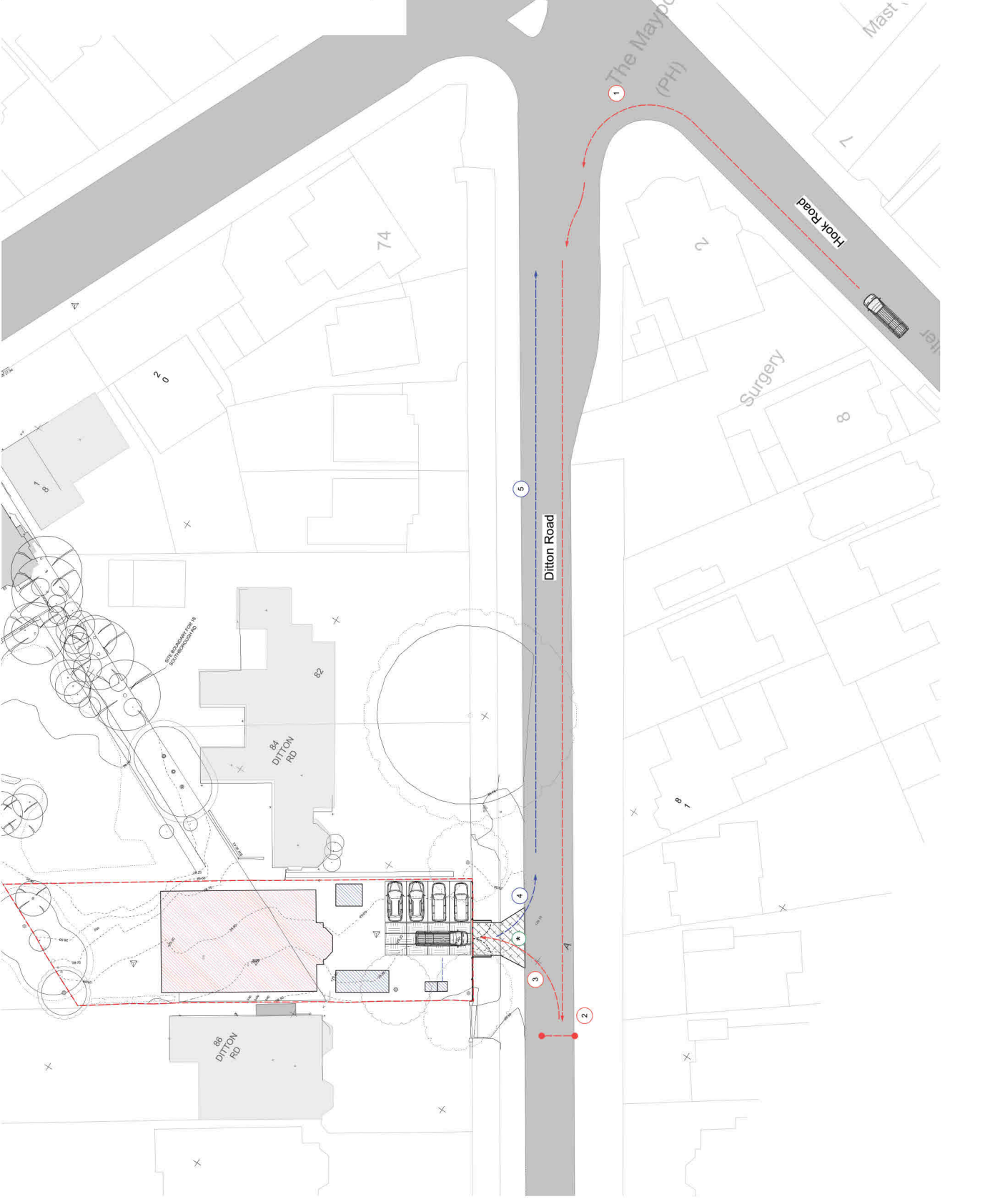
COPYRIGHT BY WRITTEN PERMISSION ONLY
Use: Specified dimensions for construction purposes. These drawings are not to be used for planning application purposes only. Refer to all relevant detail drawings before undertaking any work. Read this drawing in conjunction with Consultant's relevant drawings. Verify all dimensions on site before undertaking any work or preparing any shop drawings. Refer any discrepancies to the architect immediately.

Rev: AA Date: 02.02.24 Note: Construction Site Plan

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Project: 84a Ditton Road, KT6 6RH		
Drawing Title: Site Plan - As Proposed	Scale: 1:200 @ A1	Date: May 2022
Job Number: 046	Drawing Number: CD_001	Revision: AA

- 84a Ditton Road - Traffic Management Plan.**
- It is anticipated that the majority of deliveries will approach the site from Hook Road, as this is the most direct connection to the site. A 2-way traffic flow will be maintained on Hook Road, and suitably controlled that any delivery vehicles would not cause issue or obstruction.
 - Having turned left onto Ditton Road, all vehicles would drive to the entrance of the site where they would stop and notify the Site Manager of their arrival. The Site Manager will manage any traffic to ensure no obstruction. It is of note that Ditton Road is a two-way street and not a major route or busy road. Any temporary pauses would not be disruptive to the flow of traffic.
 - Once the Site Manager / Bankman has opened the gates to the site, the Site Manager / Bankman will take control of the site and onto the dedicated hardstanding within the property boundary. The Site Manager / Bankman will manage the flow of traffic crossing at the time and will re-direct any pedestrian traffic to the site. The Site Manager / Bankman will ensure that any other vehicles that will be temporarily parked whilst the delivery is safely reversed into the site.
 - The delivery vehicle will be unloaded within the boundary of the site and the materials securely stored. Once unloaded, the Site Manager / Bankman will ensure that any delivery vehicles are safely. This should be suitable as designated hardstanding is provided to facilitate a clean and efficient unloading process. Once completed, having reversed onto the site the delivery vehicle is to be driven forward to the site. The Site Manager / Bankman will ensure there is no coming pedestrian or vehicular traffic on the site. Delivery vehicles will be on its way, safely reversing Ditton Road.
 - Once back on Ditton Road, the driver will be free to go on to their next destination, likely back to Hook Road.
 - In exceptional circumstances, if two deliveries arrive at the site at the same time, the Site Manager / Bankman will manage the crossover to ensure minimum disruption to the flow of traffic on Ditton Road.



scale in 1:200 @ A1)

0 5 10 15 M

COMPANY or VENDOR INFORMATION:
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Revised by: AA
Date: 08/02/24
Project: Traffic Management Plan

Project: 84a Ditton Road, K17S 6RH

Drawn By:	Scale:	Date:
Traffic Management	1:200 @ A1	Feb 2024
Job Number:	Delivery Number:	Revision:
046	CD_002	AA