



Bespoke Safety Solutions (BSS) Ltd

**Construction Management Plan &
Traffic Management Plan**

**For the proposed construction of 20 apartments
together with associated parking and all relevant
infrastructure**

**10A and 10B Burwell Road
Stevenage
SG2 9RF**

Prepared for: S J M & Co Ltd

Prepared by: Gordon Halfacre TechIOSH, AaPS, FinstSMM, MCMI, Director,
Bespoke Safety Solutions (BSS) Ltd, 16 Mill Lane, Cogenhoe, Northampton, NN7
1NA

Date: 15th March 2024

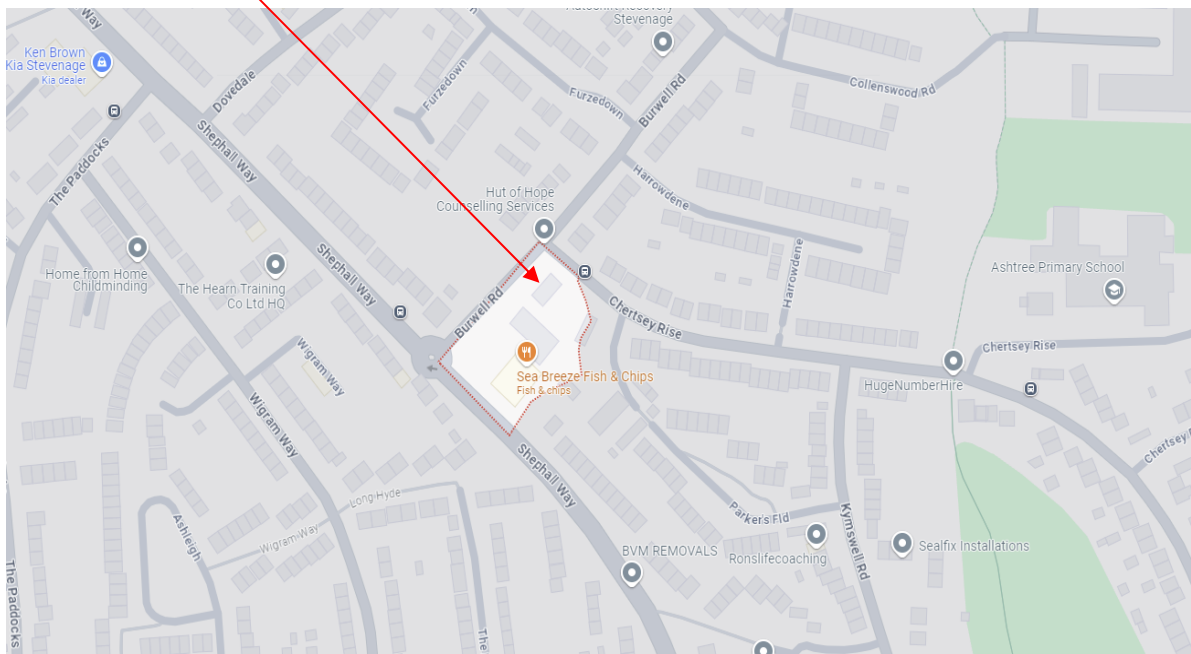
Section 1. Introduction - Description of the Site and Development

The following Construction Management Plan (CMP) has been produced to explain the proposed programming and construction logistics methodology for the construction of one house off Valley Way.

This Construction Management Plan (CMP) should be read in conjunction with the project team and consultants assessments that have been submitted as part of the planning application.

The intention is that the site operations will commence with the site enabling works and will be immediately followed by the construction works, to minimise the construction period for the total works.

Position of site



The proposed site is located at 10a and 10b Burwell Road, a pair of semi - detached houses which are to be demolished to make way for the intended scheme. Burwell Road is a residential road situated in a predominately residential area of Stevenage.

Parking is available within the site compound, as detailed on the site set up plan at the back of this document. Additional overflow parking is available on the adjacent site Burwell Court and at local shops off of Burwell Road. No parking in local streets is envisaged.

Section 2. Programming and Phasing

The principle strategy in programming the works, is to minimise the disruption to the adjacent neighbours and wider residents during the construction programme.

The phasing will be as follows:

Phase 1. Enabling Works: 4 weeks

Phase 2. Construction and Fit out: 78 weeks

The phasing outlined above is indicative and there will be some overlapping between the phases to suit site conditions and sequencing.

The programme is based on the working hours for the site:

- 08:00 and 18:00 Monday to Friday
- 08:00 and 13:00 on Saturday; and
- No work on Sundays and Public Holidays.

All site deliveries and waste removal will be arranged between these hours and will be coordinated and managed on a 'just-in-time' delivery basis. Deliveries will be programmed to avoid the peak travel periods particularly during the school term so we will arrange for all major / large vehicle deliveries to be scheduled between the hours of 9.30am and 2.30pm.

All sub-contractors and suppliers will be required to agree dates and times prior to delivery and in addition confirmation of the size of vehicle will be requested and they will be informed of the unloading point. Due to the limited space on site vehicles will be strictly programmed accordingly to ensure no vehicles are waiting on Burwell Road or the surrounding roads, instead vehicles will be brought straight to site.

Any noisy work outside these hours will only be undertaken by prior agreement, and / or reasonable notice to Stevenage Council and Environmental Health Teams.

The contractor will keep all parties informed of any works which are likely to affect them, this will most certainly include neighbours to the property. Where possible this will be done verbally however if this is not possible a letter drop will be undertaken.

Section 3: Construction logistics

Site access and highways network

The site access is directly off a service road from Chertsey Rise and will be self-contained with no shared access. There is a footpath which runs directly in front of the site and this will need to remain open throughout the construction period.

To prevent any accidents to pedestrians a banksman will be used to guide vehicles on and off site, and if necessary a mobile expandable safety gate, (see example below) will be erected to prevent access by pedestrians and cyclists whilst vehicles are moving on to and off the site.



Spoil will be removed from the site via skips and tipper/grab lorries. The spoil would be stored on-site and loaded into vehicles within the site boundary. This process is expected to last 15 - 20 minutes at a time.

Material being delivered to the site will be off-loaded either manually or via a Hi-Ab directly into the site compound. Ad hoc deliveries of larger equipment such as a crane would be off-loaded via a low-loader within the site compound and it is envisaged that this exercise would take place after 9am to prevent disruption to residents. If concrete is to be pumped into the site the concrete lorries will be positioned within the proposed loading area.

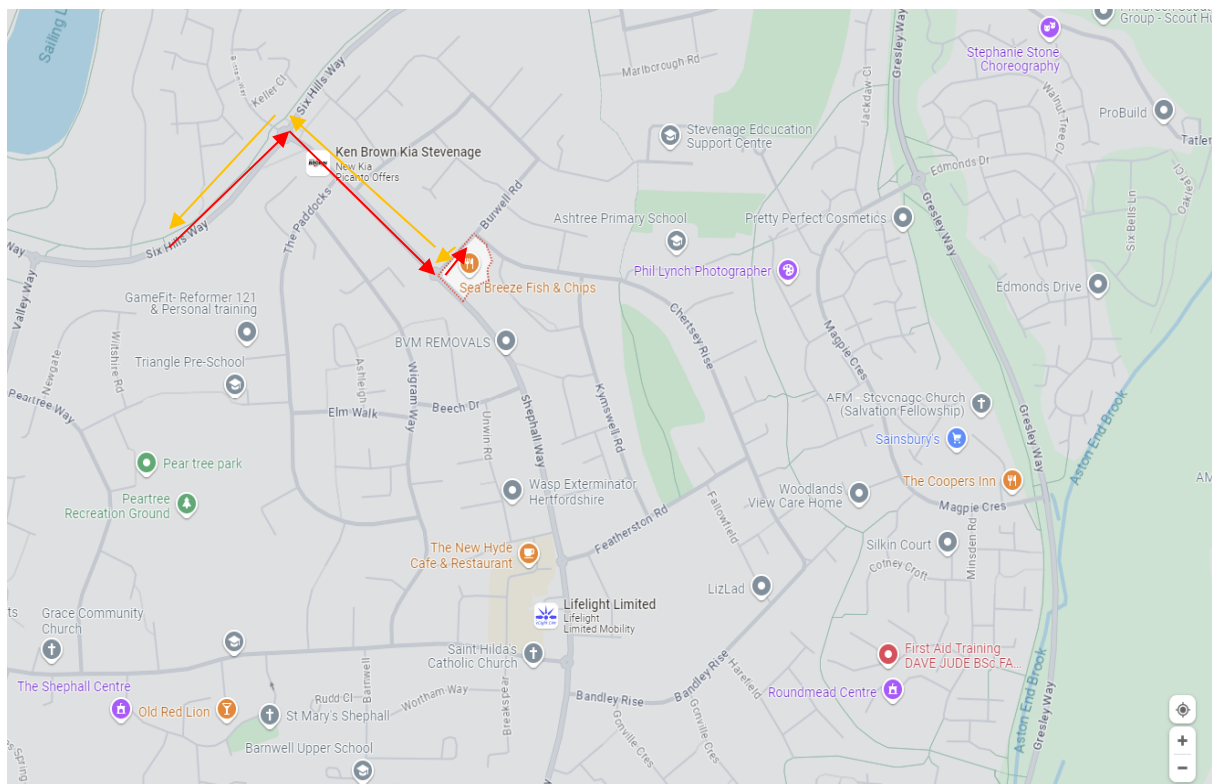
Prior to the erection of any hoardings or commencement of any enabling works a full photographic record survey will be taken of the surrounding roads, pavements, road signage, to record the condition of these items prior to works commencing.

Section 4 – Traffic management and access arrangement for vehicles

Proposed route

Construction vehicles will be instructed to enter the site following the most direct route along the A602 and then Six Hills Way and into Shephall Way as marked by the red arrows on the map shown below and leave the site using the route marked with the orange arrows. Because Shephall Way is a residential road with traffic calming measures in place it is not feasible for vehicles to carry along the road which would then connect into the A602.

On no account will vehicles be permitted to carry on up Burwell Road which in turn links into Collenswood Road and then Dovedale and then back onto Shephall Way as these roads are narrow and would not support the movement of heavy delivery vehicles.



All construction vehicle arrivals and departures will be managed by qualified banksmen at the site to ensure appropriate safety and traffic management measures are adhered to. All vehicles will be able to turn around within the site compound and any reversing within the site (or outside) would be strictly controlled by a banksmen.

All personnel responsible for delivering material to and / or transporting material away from the site will be advised of the proposed vehicular access route to suit their own onward destination by displaying signage reminding delivery drivers not to use the following roads when leaving the site and to exit Burwell Road onto Shephall Way.

- Collenswood Road

- Dovedale

Vehicle arrivals / departures will be programmed and staggered to reduce the potential for unnecessary delay and congestion at the site. The scheduling of materials, deliveries and waste collection will be managed in order to avoid more than one construction vehicle seeking access to the site at any time. Suppliers will be given instructions asking the vehicle driver to call ahead to ensure that the site is ready to receive a vehicle. In addition verbal briefings of the access route will be provided to all suppliers, contractors and visitors prior to them undertaking a journey.

All site operatives and visitors will be encouraged to “vehicle share” however in the event operatives are required to bring vehicles to site a parking area will be set up to accommodate them. Emergency access will be maintained at all times. In the event access is restricted, construction vehicles will be instructed to move immediately.

Vehicle Types and Numbers of Movements

The construction process will involve a range of vehicles which will include the following:

- 9.1m in length 4 axle grab lorry;
- 9.7m in length 4 axle concrete mixer;
- 9.1m in length 4 axle Hi-Ab;
- 10m in length 2 axle flat-bed lorry;
- 7.9m in length 2 axle skip lorry;
- 10.2m in length 4-axle large tipper lorry;
- 8.2m in length 3-axle medium tipper lorry;
- Light Goods Vehicles including transit vans; and
- 16.5m low-loader for very infrequent deliveries of large items.

Table 1 provides details of the maximum number of vehicles expected to attend the site each day. The average dwell time for each vehicle is unlikely to exceed 40 minutes.

Construction Phase	Programme (weeks)	Max number of vehicles on average per day
Site set up	1	2
Substructure	6	2
Superstructure	30	5
Facade	3	2
Roof	4	1
Fit out	33	4
Site closure	1	2
Overall	78	18

Recycling

Where possible segregation of recyclable and non-recyclable material will be employed for all waste generated throughout the construction process, furthermore material will be re-used on-site where feasible.

All waste materials will be deposited into containers held on site with each trade responsible for clearing their own waste. All site waste will be collected by a licensed waste carrier and will be taken to a registered waste transfer station for sorting and recycling and re-use.

Refuse Collections

The project manager will ensure that construction activities do not impede the movement of waste vehicles and refuse collections.

Section 5

Working hours

The contractor's working hours will be set from 7.30am to 6pm Monday to Friday and from 8am to 1pm on Saturday, there will not be any working Sunday's or Bank Holidays.

Enclosure of Working Areas and Storage of Plant & Materials

Materials will be stored in secured and sheltered areas within the secure site storage areas within the site boundaries to avoid pilfering and contamination of neighbouring areas with construction waste.

Designated loading zones will be established within the site area for dealing with deliveries. These zones will include a holding area for short term containment of goods to facilitate effective offloading and movement of delivery vehicles on / off the site.

Following acceptance of a delivery and as required by programme and site progress materials will be distributed from the holding area to the relevant location on site using site material handling methods as soon as is as practicable possible.

Loose materials will be kept within the designated areas and covered as appropriate. Materials handling and hoisting on site will mainly be carried out by rough terrain telescopic forklift.

Concrete pumps will be employed to place concrete for foundations and floor slabs. It is the intention to adopt a 'just in time' approach for materials through effective planning, thus minimising storage space required.

A designated storage area will be established for a limited amount of materials and plant will be locked and stored within designated areas outside of working hours. This will be strictly managed to control content.

The contractor will be required to appoint person responsible for the management and co-ordination of key vehicle movements and lift operations. Skips will be located in designated areas in the site boundary and will be covered. The site management team will also be

responsible for ensuring that all plant and equipment is operated within current health and safety guidelines.

The site access points will be manned during all operational hours and access is to be restricted to staff and connected persons only. A log book is to be kept of all persons and vehicles entering the site.

Throughout the project the contractor will be required to enforce a “good housekeeping” regime. A strategy will be incorporated into the site induction to ensure that all operatives engaged in the works are familiar with the work in progress, skilled at their task, aware of their duties and responsibilities to others and knowledgeable of the site rules.

Please see the site set up plan attached to this document

Services

All existing gas data/telecoms and electrical services will be surveyed and terminated at the perimeter of the site, prior to commencement of enabling works. Any services running within the site hoarding will be identified, marked and protected with all access hatches / manholes left accessible.

Utility Connections

Should the development require any new utility connections the project manager will make contact with the relevant utility companies in order to co-ordinate any scheduled work.

Control of Noise, Dust and Vibrations

Air Quality and Dust Management Plan

Air quality monitoring will be undertaken during onerous works and if any peaks of poor quality are identified the operations will be temporarily suspended.

In addition to dust created by site activities there is also an impact upon air quality from the volume of construction traffic to/from the site. Wherever possible the contractor will seek to coordinate deliveries so that overall construction traffic volumes are kept to as low a level as is reasonably practicable. This will include shared loads, off site prefabrication where construction sequence permits and reuse/recycling of materials.

Subsequently to minimise the release of dust and air pollution during demolition and construction works, in accordance with the 2006 code of practice and the BRE guide for ‘control of dust from construction and demolition activities, a number of measures will be implemented. These will include:

1. Any particles generated during the erection of boundary fences, barriers and screens should be damped down using water suppression
2. All land clearing activities should be undertaken through the installation of ‘dust bosses’ that spray a fine mist of water onto work areas to suppress the dust and/or towed water bowsers with ‘fantail’ attachments to control dust on site haulage routes particularly through the demolition phases of the project
3. Stockpiles of materials should be of the minimum practicable height and should be located away from the development area boundary, if feasible, as well as being

- positioned downwind of any sensitive receptors, where practicable, and should be stored only for the minimum period of time possible
4. Heavily used areas should be paved as well as an area on the exit of the development area
 5. Non paved areas should have vehicle speeds limited to 5mph and be damped down during dry windy weather
 6. Wheels of all site plant and vehicles should be cleaned so that mud is not spread on surrounding roads; This will be supported with the provision of wheelwash and jet wash facilities
 7. Area around the site will be regularly and adequately swept to prevent any accumulation of dust from the site
 8. Exhaust emissions will not be discharged straight at the ground. Construction plant and vehicles will be well maintained and regularly serviced ensuring MOT emissions standards for vehicles are met at all times. Visible smoke from plant will be avoided
 9. Defective plant will not be used
 10. Engines will be switched off when vehicles are not in use and refuelling areas will be away from areas of public access
 11. Skips and removal vehicles will be covered when leaving the site to prevent dust being deposited in the neighbourhood
 12. Burning of any waste or other materials on site will not be permitted for any reasons. The main contractor will take all necessary precautions to prevent the occurrence of smoke emissions or fumes from site plant or stored fuel oils for safety reasons and to prevent such emissions or fumes drifting into residential areas or areas of public open space.
 13. The contractor will be required to implement the following measures to control the spread of dust, smell and other effluvia:

Work areas to be fenced off with 1200 gauge membranes

Locate machinery and dust generating activities away from receptors

Create a physical distance and/or barrier between dust/emission generating activities and receptors

Install solid screens or barriers around dust generating activities. These should be at least as high as any stockpiles onsite

Cover stockpiles to prevent wind whipping

Remove loose materials as soon as possible

Hoardings, fencing, barriers and scaffolding should be regularly cleaned using wet methods

Where possible cutting, grinding and sawing to be conducted off- site and prefabricated material and modules to be brought in

In cases where on site cutting and grinding must take place the main contractor will ensure that spraying water, from a water efficient spray pump, over the material as it is being cut will be implemented

Skips, chutes and conveyors will be completely covered to ensure that dust does not escape

Similarly, drop heights will be minimised to control the fall of materials.

It is intended to review the effectiveness of the above dust mitigation measure as part of the weekly site meeting.

Wheel Wash Measures

In the early stages of the project when ground works are being carried out, wheel washers will be used by the contractor to wash down all vehicles that enter / leave the construction site.

A wheel wash facility will be situated close to the site access road to ensure that any vehicles becoming contaminated with construction material will be washed and cleaned prior to returning onto the highway.

The wash bay area will be impermeable and isolated from the surrounding area by a raised kerb or roll over bund to contain solids, with effluent directed to the foul sewer (subject to discharge consent). The contractor will also make provision for cleaning of the road if required by an approved road sweeper.

Reinstatement of footpaths and highways

We will carry out a full photographic record of the surrounding roads and footpaths and will carry out any reinstatement works as agreed with the local authority at the completion of the project/

Review and Monitoring

The CMP will be a 'live' document and regularly reviewed and updated as necessary by the project manager. The project manager's details will be available at all times in the event someone wishes to make a complaint or suggestion.

Site Set Up Plan (W-020-SJM-SITE SET UP PLAN)

notes:
 any discrepancies should be reported immediately
 all dimensions should be checked on site prior to commencement of work
 site/survey based on ordinance survey information provided by prodar systems plc. (www.promap.co.uk) prodar does not guarantee that all past or current uses or features will be identified in the product
 the product does not give details about the actual state or condition of the site nor should it be used or taken to indicate or exclude actual suitability or unsuitability of the site for any particular purpose, or used as a substitute for any physical investigation or inspection.
 drawings to be read in accordance with the dwelling emission rate (der) calculation. the building must be built as designed meeting the criteria set for air permeability.
 © HERTFORD PLANNING SERVICE

9. **shrub planting**
 plants used and varieties must be clearly stated on planting plan. for general guidance, shrub planting shall be to the following:
 densified, large shrubs, 2 or 3 per m² smaller shrubs 3 or 4 per m²
 ground cover: 4 or 5 per m² hedgerow planting spaced at 400mm centres, 1m to 2 per m² smaller area
 10. **shrub beds**
 to improve soil texture in shrub beds, treat with compost (see 9) in the autumn and top dress with a 20mm layer of spreading gravel and incorporating into the top 200-300mm.
 11. **water granules**
 also receive broadcasted 14 water storing granules applied to soil at 50 gms per m² and cultivated into the top 200mm of soil.
 12. **hedgerow planting**
 hedgerow planting should be protected by 60cm rabbit-guards, supported by a bamboo cane. weed prevention is most effective with a mulch roll, e.g. axon planting products or someform, alternatively a regular hedge maintenance spraying during the following 3 summers.
 13. **shrub beds**
 shrub beds must be laid with a 7.5cm layer of bark mulch, to prevent a weed problem and provide an attractive finish, e.g. cambark 1062 from cambark products ltd - tel: newmarket (01538) 721100, woodrow mulch ltd - tel: demer (01352) 516352, woodland bark (01472) 84457, weston granules - tel: demer (01332) 516352.

14. **existing trees, hedges & planting**
 Where trees are to be retained the root plates, trunks and canopies should be adequately protected from damage before any works start on site and the protection should be maintained throughout the duration of the works. If it is not possible to retain trees, they should be removed and the site prepared for new planting. All trees to be retained should be protected by a root barrier and all works should take place, no materials stored, mixed or disposed on site. Evidence should be made to the NERC Practice Note 3 (1985) Building Near Trees and BS 5837: 2012, Trees in Relation to Construction.
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16. **soil texture**
 to improve soil texture in the pits a 50:50 backfill material with a compost, e.g. lions tree planting and mulching compost, at 10 litres per m² should be used. alternatively a non-peat-based compost can be used, e.g. negro by locally within 1 mile. Tel: stanton (01589) 50309.
 17. **water retention**
 to improve water retention in the soil use broadleafed 1st water storing granules. the granules are mixed with pit soil at a rate of 1 gm per litre of planting medium, so, for a standard tree with a pocket 1 x 1 x 1 covered lid - tel: axon (01260) 847749 or mushroom compost.
 18. **nutrient capacity**
 to increase nutrient capacity, incorporate slow release fertilizer with pit soil at time of planting or on surface subsequently, e.g. anning at a surface rate of approximately 100g/m², produced by icl - tel: farmham (01473) 830492.
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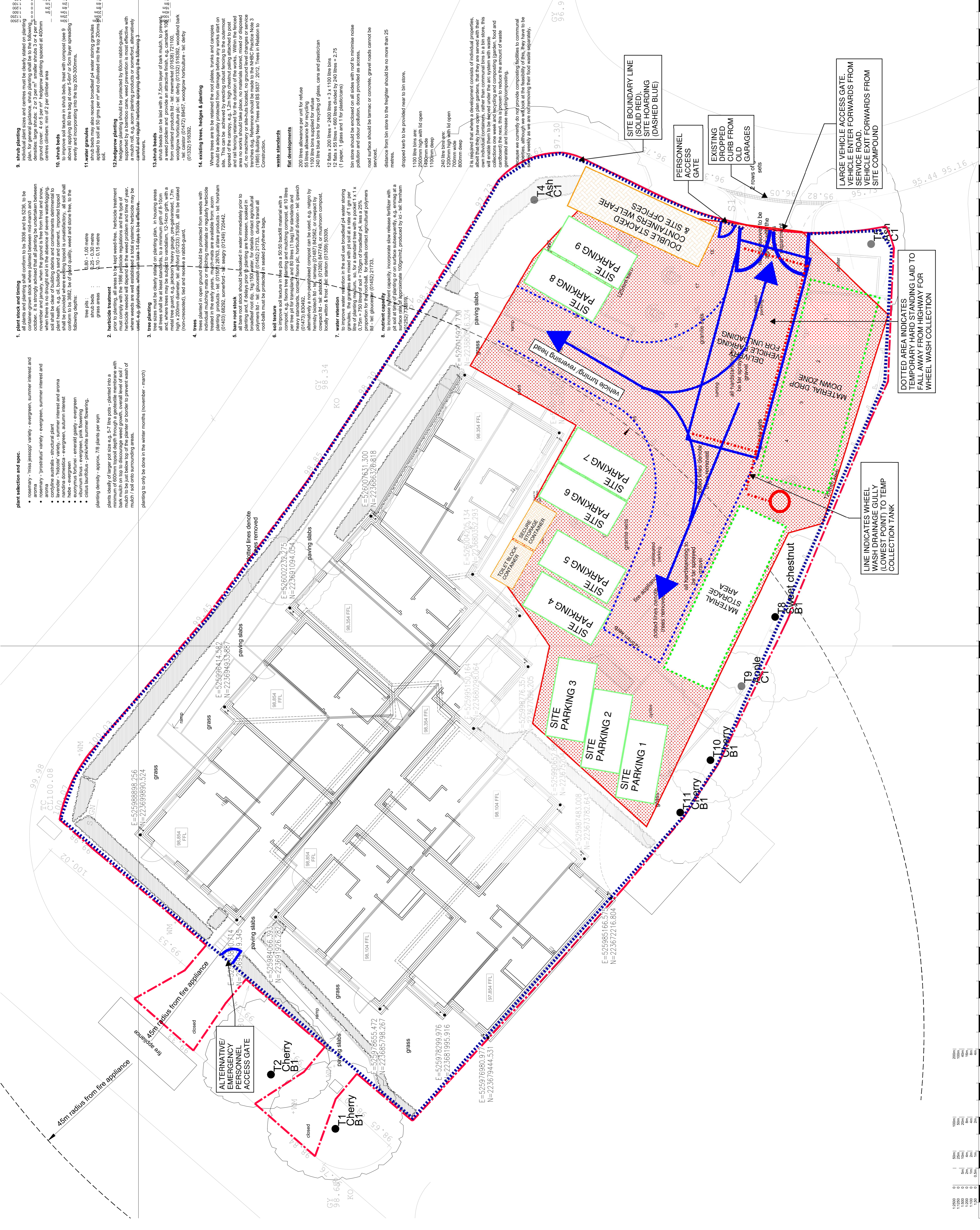
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 27. **nutrient capacity**
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 30. **nutrient capacity**
 to increase nutrient capacity, incorporate slow release fertilizer with pit soil at time of planting or on surface subsequently, e.g. anning at a surface rate of approximately 100g/m², produced by icl - tel: farmham (01473) 830492.

31. **plant stock and timing**
 plants should be clearly stated on planting plan. in planting areas trees should be planted in the autumn, in the winter months (november - march) and, where trees may be subject to vandalism, 12-14cm girth, with a metal tree guard, e.g. jackson heavy gauge, pre-galvanised, 1.7m high x 200mm diameter, tel: afford (01233) 75383. all to be staked (non-recessed), tel and treated for rot prevention.
 32. **trees**
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34. **plant selection and spec.**
 • rosemary - 'miss jessopp' variety - evergreen, summer interest and aroma
 • lavender - 'hidocote' variety - summer interest and aroma
 • scabiosa - 'blue beauty' variety - summer interest
 • euphorbia - 'charice' variety - summer interest
 • viburnum - 'viburnum' - evergreen, pink flowering
 • cistus - 'barboursii' - pink/white summer flowering.
 planting density - approx. 78 plants per sqm
 plants ideally of larger pot size e.g. 57 litre pots - planted into a bark mulch on top to discourage weed growth, overall level of soil / mulch to be just below top of the planter or border to prevent wash of mulch / soil onto surrounding areas.
 planting to only be done in the winter months (november - march)

Date	Description	Rev.
SJM AND CO LIMITED		
SITE SET UP		
CONSTRUCTION		
MANAGEMENT PLAN		
DATED APRIL 2024		
 Hertford Planning Service Westgate House, 37-41, Castle Street, Hertford, Herts SG14 1HH Tel: 01 992 552173 Email: contact@hertfordplanning.co.uk www.hertfordplanning.co.uk		
 Chartered Institute of Architectural Technologists Description: WD Project: Burwell 10 & 10a Site: Stevenage Drawing: SG2 9RF Building regulation drawing Site plan		
Date	12/04/2023	Scale
Sheet size	1:100	Drawn
13761-W-020-1st		



45m radius from fire appliance

1:2000	0	10m	2000m
1:1000	0	5m	1000m
1:500	0	2.5m	500m
1:250	0	1.25m	250m