



Hunsaker, Alfred Street
Chatham Place, Reading

Construction Management Plan

For

Chatham Place (Building 10) Manco Ltd

Document Control Sheet

Hunsaker, Alfred Street

Chatham Place, Reading

Chatham Place (Building 10) Manco Ltd

This document has been issued and amended as follows:

Date	Issue	Prepared by	Approved by
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1.0 Introduction

Overview

- 1.1 Reading Borough Councils document "Guidance Notes for Activities on the Public Highway within the Borough of Reading" (GNAPH) requires major developments to operate a Construction Management Plan (CMP) that outlines how environmental, traffic and amenity impacts attributed to construction traffic will be minimised.
- 1.2 The purpose of the CMP is to ensure that the impact of construction work on local residents, other sensitive receptors and the immediate highway is kept to a minimum and that appropriate controls are identified should they be necessary.
- 1.3 The CMP provides details of measures that are considered appropriate at this time; however, this CEMP will be a 'live' document that will evolve as more details are known as the project progresses.
- 1.4 This CMP is intended to address the health and safety issues related to all vehicles and mobile plant travelling to, from or around site during the construction phase of the project.
- 1.5 The CMP will cover;
 - ▶ Communication Strategy: Setting out a provisional communication strategy between the development team, stakeholders, suppliers, and subcontractors
 - ▶ Work and Programme: including core construction hours and periods
 - ▶ Security & Storage: Potential implementation measures for storage and security will be discussed in this section,
 - ▶ Traffic & Transport: Measures to control access routing, timing of movement, vehicle restrictions, loading and unloading of plant and parking will be discussed in this section,
 - ▶ Noise & Vibration: Potential implementation measures to limit noise and vibration levels,
 - ▶ Dust & Air Pollution: Measures that could be implemented to control dust and air pollution, and
 - ▶ Management, Monitoring and Review of the CMP.
- 1.6 This CMP shall be adhered to throughout the construction process unless agreed otherwise in writing by Reading Borough Councils.

2.0 Construction Site Location

- 2.1 The site is located to the south of Chatham Street and approximately 100 metres to the west of the Grade Separated junction between Chatham Street and A329 Reading Inner Distribution Road (IDR). The IDR is a ring road of central Reading and provides connections via the A33 to the south to junction 11 of the M4 motorway.
- 2.2 A plan showing the location of the site in relation to the local highway network is shown within Figure 2.1 below.

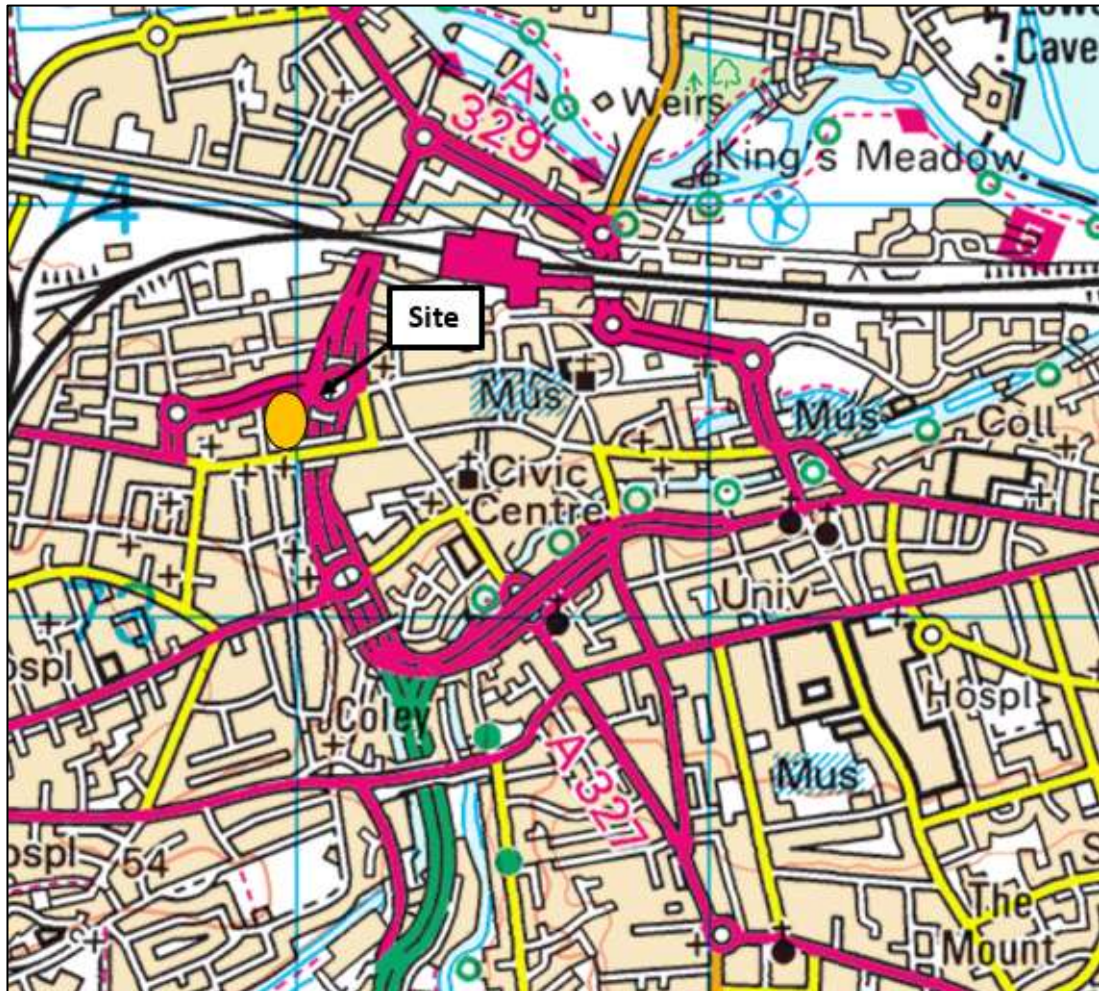


Figure 2.1 – Site Location in Relation to local highway network

3.0 Provisional Communication Strategy

- 3.1 Under the Considerate Construction Scheme (CCS) a communication strategy will be established pre- and post-works. This will incorporate the following elements;
- ▶ Appointment of site liaison officer for a single point of contact;
 - ▶ Pre and post-meetings with stakeholders;
 - ▶ Creation of contact numbers of 24 hour / 7 days a week requirement.
- 3.2 The list below illustrates the provisional contacts list which will form the basis of the communication strategy between the development team and stakeholders. The list is not exhaustive and will be amended during the detail design process.
- ▶ Local Residents;
 - ▶ Local Businesses; and
 - ▶ Reading Borough Council
- 3.3 The CMP will be communicated to all suppliers, subcontractors and stakeholders by the following means.
- ▶ Subcontract orders;
 - ▶ Pre-meetings;
 - ▶ Pre-start meetings;
 - ▶ Site Inductions;
 - ▶ Health and Safety Meetings; and,
 - ▶ Presentations.

4.0 Work and Programme

- 4.1 The proposed works are for the replacement of the external façade and timber decking to balconies to the building housing flats at Hunsaker in Chatham Place, Alfred Street, Reading, RG1 7AU.
- 4.2 The cladding on the three external faces and around the internal courtyard will be replaced as will timber decking located on balconies. The three external faces are adjacent to Chatham Street, Alfred Place and Chatham Place, however it is noteworthy that only Chatham Street is adopted highway.
- 4.3 An indicative works programme is provided within Table 4.1, with the length of works expected to take 72 weeks.

Task / Activity	Duration	Start Date (Quarter and Year)	Completion Date (Quarter and Year)
Set up Site	4 weeks	Q2 2021	Q2 2021
Work to Internal Courtyard	53 weeks	Q2 2021	Q2 2022
Chatham Street façade	42 weeks	Q2 2021	Q4 2021
Alfred Street façade	47 weeks	Q2 2021	Q4 2021
Chatham Place façade	38 weeks	Q2 2021	Q4 2021
Clearing, making good handover 15 weeks	15 weeks	Q1 2022	Q4 2022

Table 4.1 - Indicative Works Programme

- 4.4 The replacement of the cladding will require the erection of scaffolding to all facades with materials lifted up via a hoist to avoid the need for a crane.

5.0 Security and Storage

Security and Hording

- 5.1 At commencement of the site establishment and enabling works, the site will continue to respect the access rights of neighbours, with access to the businesses within Chatham Place and the thoroughfare to the west of the site remaining open.
- 5.2 The boundary of the site will be established taking into account these access requirements and a 2.4m high Heras Fence will be constructed around the perimeter of the scaffolding on each of the external façades. The Heras Fence will stay fixed in position, subject to adjustment to facilitate works until the scaffolding on the façade of building, works are being undertaken to, is taken down. This Heras fence is to ensure that pedestrians do not walk into the works area at the base of the scaffolding.
- 5.3 Figures 5.1 to 5.3 indicate the location of the Heras Fence on each façade.



Figure 5.1 – Location of Heras Fencing, Alfred Street



Figure 5.2 – Location of Heras Fencing, Chatham Place



Figure 5.3 – Heras Fence Line, Chatham Street

- 5.4 The works along Chatham Street will require a footway closure and this detailed later within the CMS.
- 5.5 The scaffolding and Heras fencing along Chatham Street will require a scaffolding and hoarding licence in accordance with Sections 1 and 2 of the GNAPH, as it will be located within the adopted highway.
- 5.6 The contractor will fill and submit the Application for a Scaffolding and Hoarding Licence within Appendix A of the GNAPH before work commences on site.
- 5.7 Drawing 2102051-01 within Appendix A, details the location of the Heras fencing, which will be located 500mm behind the kerb line and will not impinge on the adopted carriageway of Chatham Street, nor the radii at the junction with Alfred Street.

Access for vehicles and Pedestrians

- 5.8 The vehicular access to the basement car park will be maintained as shown on Drawing 2102051-01 within **Appendix A**, with the scaffolding erected above the existing shuttered doors to ensure access is maintained.
- 5.9 Access to the pedestrian access to the buildings will be maintained and these will be clearly indicated within the Heras fencing by clearly marked red arches again as shown on Drawing 2102051-01 within **Appendix A**.

Site Office and Storage

- 5.10 The site compound facility will be set up behind the Heras fencing along Chatham Place on the southern side of the site. The actual compound will be hoarded with a turnstile entrance.
- 5.11 The Site office and welfare site cabins will be situated in Chatham Place to the south of the podium and will consist of the following cabins
 - ▶ Site office
 - ▶ Site office
 - ▶ Meeting room

- ▶ Storage cabin
- ▶ Canteen Block
- ▶ Toilet block
- ▶ Changing room and drying room

5.12 The storage area will be adjacent to the site compound facility as shown on the indicative drawing on Figure 5.1.

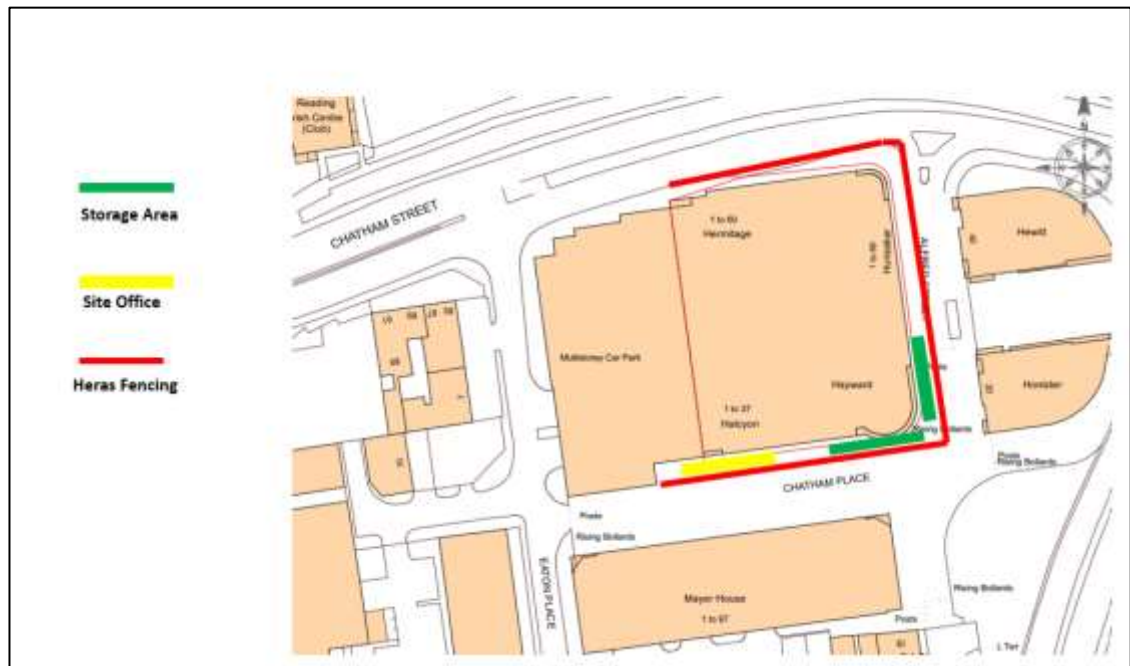


Figure 5.1 – Site Office and Storage Areas

5.13 Drawing 2102051-01 within **Appendix A**, shows the location of the unloading area, which is described in detail within Section 6 of this CMS.

6.0 Traffic and Transportation

Traffic Movements

6.1 Of the traffic movements, the typical vehicle types will be as follows:

- ▶ Light vehicles – cars and small vans;
- ▶ Low Loaders comprising up to 12m flatbed;
- ▶ Articulated Lorries; and
- ▶ 8 wheel delivery lorry to remove waste.

6.2 Typical vehicle types are illustrated in **Table 6.1** below

Classification	Vehicle Type Description	Typical Vehicle
Cars and Light Goods Vehicles (LGV)	Saloon, Hatchback, Estate, 4WD, Pick-Up	
	Light Vans	
Other Goods Vehicles 1 (OGV1)	Flatbed material delivery vehicle (up to 12m long)	
	Articulated Lorry.	
	8 wheel delivery lorry (up to 32 tonnes gross weight)	
	Skip Lorry	

Table 6.1: Vehicle Types

Traffic Volumes

6.3 The volumes of traffic will vary over the course of the works. The following typical number of movements are expected:

- ▶ Erection and dismantling of Scaffolding, three to four flatbeds per day;
- ▶ Removal of existing façade, one skip and 1 delivery lorry per day; and,

- Installation of new façade, one to two articulated deliveries per week.

6.4 Staff working at the Site will be expected to travel by non-car modes of travel which is common practice at locations such as this with good access to public transport.

Access Routing

- 6.5 The site is well located with regard the Principle and Strategic Road network, with the IDR and A33 in close proximity to the site.
- 6.6 Unless the deliveries are from local supplies located within Reading, all deliveries will be expected to arrive to the site via junction 11 of the M4, then via the A33 and IDR and leave will the same route in reverse.
- 6.7 Entrance to the site will be via Alfred Street, and egress will be via Chatham Place, turning right onto Eaton Place then right back on to Chatham Street to the IDR., as shown on Figure 6.1

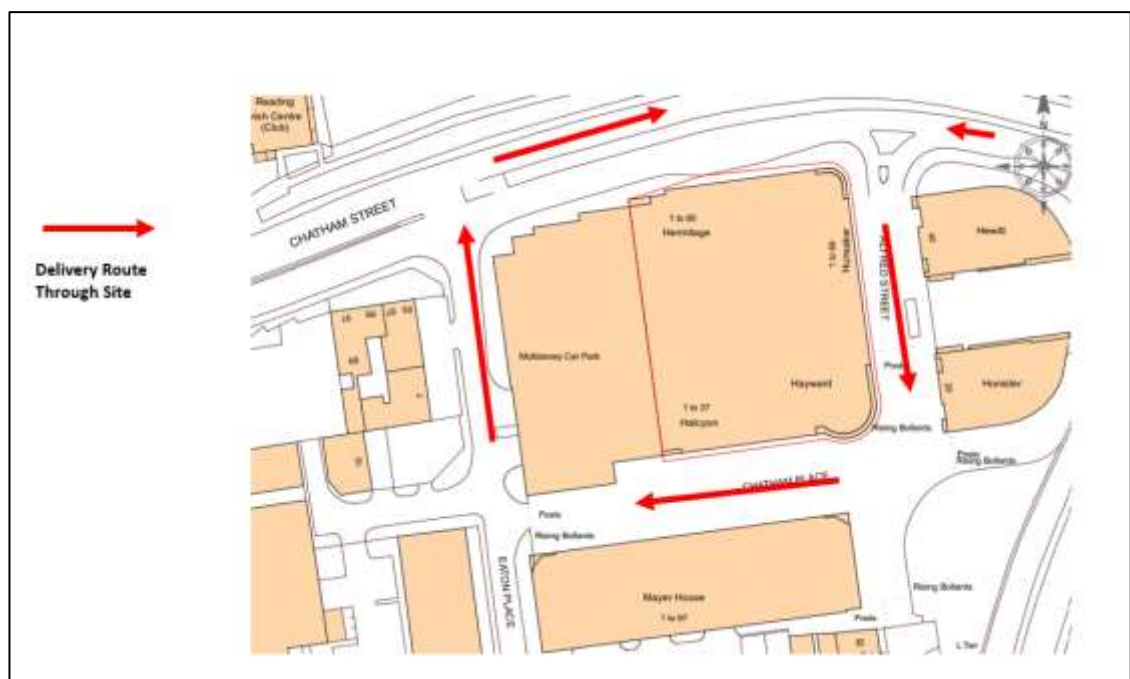


Figure 6.1 – Access Route Through Site

- 6.8 Vehicles will be travelling along the shared streets of Chatham Place and Alfred Street and will keep to a maximum speed of 10 miles per hour. Signage will be erected to warn pedestrians of the present of construction vehicles.
- 6.9 The largest vehicle anticipated to make deliveries is an articulated lorry and the swept path of such a vehicle is included on Drawing 2102051-TK01 within **Appendix B**.

Loading / Unloading Areas

- 6.10 All vehicle loading and unloading will be inside the site boundary, entering via Alfred Street and leaving via Eaton Place. Trained banks men and entrance security personnel will ensure that movements into and out of the site are effected safely and will ensure vehicles are directed to the correct loading / unloading areas on site allowing for efficient vehicle movements.

- 6.11 While a vehicle is being unloaded, it will be surrounded by traffic cones, to warn pedestrians that a vehicle is present, as shown on Drawing 2102051-01 within **Appendix A**. The banks men will also ensure pedestrians keep a safe distance from the vehicles.

Delivery Times

- 6.12 The main contractor should maintain and operate a Delivery Management System (DMS) whereby all deliveries to site are pre-arranged and booking times allocated. Non-compliant deliveries would be turned away.
- 6.13 To minimise the likelihood of congestion, strict monitoring and control of all vehicles entering, exiting and travelling across the site will be maintained, including the adoption of the following measures (where appropriate):
- ▶ The setting of specific delivery and collection times;
 - ▶ Consolidation of deliveries wherever possible;
 - ▶ A system of 'just in time' deliveries;
 - ▶ The requirement for prior authorisation when visiting the site by vehicle, which will be managed by the Construction Logistics and Interface Manager. Delivery schedules will be agreed with management at least a week in advance of delivery; and
 - ▶ The Construction Logistics and Interface Manager will be assisted by trained banks men and entrance security personnel to ensure vehicles arriving and leaving the site are coordinated with the works on site.
- 6.14 The opportunity to mitigate further the potential for congestion by delivery vehicles by providing parking off-site will be explored when detailed planning for the construction works and logistics is undertaken.
- 6.15 Where possible deliveries should be timed to arrive after the morning rush hour and before school leaving time. Deliveries would therefore be targeted to be between 10.00 and 15.00 in accordance with the requirements of Section 17 of GNAPH.

Construction Vehicles and Vehicle Restrictions

- 6.16 All contractors and sub-contractors operating vehicles over 3.5 tonnes will be required to meet the Construction Logistics and Community Safety (CLOCS) standard criteria:
- ▶ They are a member of Fleet Operator Recognition Scheme (FORS);
 - ▶ All drivers must have undertaken cycle awareness training;
 - ▶ All vehicles must have side guards fitted (unless it can be demonstrated that the lorry would not perform the function for which it was built if side guards are present);
 - ▶ All vehicles must have a close proximity warning system fitted, comprising a front mounted, rear facing CCTV camera, a close proximity sensor, an in-cab warning device and an external warning device; and
 - ▶ All vehicles must display prominent signage on the rear of the vehicle to warn cyclists of the dangers of passing the vehicle on the inside.
- 6.17 It will be a requirement that all deliveries to the site will be undertaken by Silver or Gold accredited contractors under FORS, where possible in accordance with the CLOCS standard. Where Bronze accredited contractors are appointed, written assurance stating that vehicles have adequate blind spot minimisation equipment fitted and that drivers have received the necessary training will be sought from the supplier. No deliveries will be undertaken from non-accredited suppliers.

- 6.18 FORS ID numbers will be used as part of the delivery booking process to ensure that all operators visiting the site are FORS accredited.

Road Safety and Protection of the Highway

- 6.19 Signage to inform motorists that the local roads are accommodating construction traffic and advising of the site access will be provided in accordance with Chapter 8 of the Traffic Signs Manual, "*Safety at Street Works and Road Works*".
- 6.20 A wheel wash provision will be made available within the site area. The local road will be inspected regularly throughout construction period and road sweeping will be implemented as required to prevent build-up of mud on the service road.
- 6.21 Contractors / suppliers will not be permitted to wait on the public highway outside of the identified loading / unloading areas. Vehicles will drive to the site and will immediately be routed into the loading/unloading area, to enable construction materials and plant to be delivered.
- 6.22 A footway closure will be required for the Chatham Street footway and the contractor will apply for this in accordance with Section 8 of GNAPH and will submit the Temporary Traffic Regulation Notice within Appendix B of the GNAPH as required by Reading Borough Council before work commences.

Monitoring Strategy

- 6.23 The HGV movements associated with the construction work will be continuously monitored through the use of a booking system. This will require the Contractor to keep an up to date record of deliveries to and exports from the Site.
- 6.24 The information will be provided to LBTH upon request for checking against the provisions of this CEMP.
- 6.25 The banksman / traffic marshal at the site entrance will randomly assessed a number of vehicles arriving per day against the CLOCS requirements, filling in a CLOCS compliance check form for these delivery vehicles, as shown within **Appendix C**. If there are any non-compliances the driver and the supplier will be informed using the CLOCS non-conformance notification form, as shown within **Appendix D** and asked to ensure future deliveries occur in compliant vehicles.
- 6.26 Further deliveries from this supplier will then be regularly checked and if non-compliance continues the supplier will be informed that they will no longer be used. All forms will be retained for inspection.

Delivery Times

- 6.27 The main contractor should maintain and operate a Delivery Management System (DMS) whereby all deliveries to site are pre-arranged and booking times allocated. Non-compliant deliveries would be turned away.
- 6.28 To minimise the likelihood of congestion, strict monitoring and control of all vehicles entering, exiting and travelling across the site will be maintained, including the adoption of the following measures (where appropriate):
- ▶ The setting of specific delivery and collection times;
 - ▶ Consolidation of deliveries wherever possible;
 - ▶ A system of 'just in time' deliveries;
 - ▶ The requirement for prior authorisation when visiting the site by vehicle, which will be managed by the Construction Logistics and Interface Manager. Delivery schedules will be agreed with management at least a week in advance of delivery; and

- ▶ The Construction Logistics and Interface Manager will be assisted by trained banks men and entrance security personnel to ensure vehicles arriving and leaving the site are coordinated with the works on site.
- 6.29 The opportunity to mitigate further the potential for congestion by delivery vehicles by providing parking off-site will be explored when detailed planning for the construction works and logistics is undertaken.
- 6.30 Delivery arrangements should take cognisance of the nearby School. Where possible deliveries should be timed to arrive after the morning rush hour and before school leaving time. Deliveries would therefore be targeted to be between 09.30 and 15.00.

Construction Vehicles and Vehicle Restrictions

- 6.31 All contractors and sub-contractors operating vehicles over 3.5 tonnes will be required to meet the Construction Logistics and Community Safety (CLOCS) standard criteria:
 - ▶ They are a member of TfL's Fleet Operator Recognition Scheme (FORS);
 - ▶ All drivers must have undertaken cycle awareness training;
 - ▶ All vehicles must have side guards fitted (unless it can be demonstrated that the lorry would not perform the function for which it was built if side guards are present);
 - ▶ All vehicles must have a close proximity warning system fitted, comprising a front mounted, rear facing CCTV camera, a close proximity sensor, an in-cab warning device and an external warning device; and
 - ▶ All vehicles must display prominent signage on the rear of the vehicle to warn cyclists of the dangers of passing the vehicle on the inside.
- 6.32 It will be a requirement that all deliveries to the site will be undertaken by Silver or Gold accredited contractors under FORS, where possible in accordance with the CLOCS standard. Where Bronze accredited contractors are appointed, written assurance stating that vehicles have adequate blind spot minimisation equipment fitted and that drivers have received the necessary training will be sought from the supplier. No deliveries will be undertaken from non-accredited suppliers.
- 6.33 FORS ID numbers will be used as part of the delivery booking process to ensure that all operators visiting the site are FORS accredited.

Road Safety and Protection of the Highway

- 6.34 Signage to inform motorists that the local roads are accommodating construction traffic and advising of the site access will be provided in accordance with Chapter 8 of the Traffic Signs Manual, "*Safety at Street Works and Road Works*".
- 6.35 A wheel wash provision will be made available within the site area. The local road will be inspected regularly throughout construction period and road sweeping will be implemented as required to prevent build-up of mud on the service road.
- 6.36 Contractors / suppliers will not be permitted to wait on the public highway outside of the identified loading / unloading areas. Vehicles will drive to the site and will immediately be routed into the loading/unloading area, to enable construction materials and plant to be delivered.

Monitoring Strategy

- 6.37 The HGV movements associated with the construction work will be continuously monitored through the use of a booking system. This will require the Contractor to keep an up to date record of deliveries to and exports from the Site.

- 6.38 The information will be provided to LBTH upon request for checking against the provisions of this CEMP.
- 6.39 The banksman / traffic marshal at the site entrance will randomly assessed a number of vehicles arriving per day against the CLOCS requirements, filling in a CLOCS compliance check form for these delivery vehicles, as shown within **Appendix A**. If there are any non-compliances the driver and the supplier will be informed using the CLOCS non-conformance notification form, as shown within **Appendix B** and asked to ensure future deliveries occur in compliant vehicles.
- 6.40 Further deliveries from this supplier will then be regularly checked and if non-compliance continues the supplier will be informed that they will no longer be used. All forms will be retained for inspection.

Parking

- 6.41 No parking will be provided on site and staff working on the site will be asked to use public transport where possible. If staff and contractors drive to site they will be required to park in one of the local car parks.
- 6.42 Parking is restricted on the neighbouring highways due to parking restrictions and being within a controlled parking zone. While limited on street parking is provided this is restricted to two hours with no return for two hours and is not suitable for contractors working on the site

7.0 Noise and Vibration

7.1 The following measures will be assessed by the contractor, to limit and control noise and vibration levels so that disturbance to local residents and other sensitive receptors are minimised during the construction period:

- ▶ If necessary and practicable, fixed items of construction plant will be electrically powered rather than diesel or petrol driven;
- ▶ Noisy plant or equipment shall be situated as far as possible from noise sensitive buildings. Barriers (e.g. site huts, acoustic sheds, or partitions) to mitigate noise affecting sensitive buildings should be employed where practicable.
- ▶ The operation of static noisy plant or construction activities shall be placed within a shed or an enclosure lined with sound absorbent material.
- ▶ All engines of all vehicles and plant on site are not left running unnecessarily;
- ▶ Regular maintenance and servicing of vehicles, equipment and plant;
- ▶ Appropriate handling and storage of materials;
- ▶ Where practicable, rotary drills and busters actuated by hydraulic or electrical power will be used for excavating hard material;
- ▶ Use of temporary acoustic barriers where appropriate;
- ▶ Breaking out of concrete structures would be undertaken, where possible, using low noise impact methods including bursting and splitting rather than percussive breaking;
- ▶ Vehicles and plant used for the purpose of the works shall be fitted with effective exhaust silencers, maintained in good and efficient working order and be operated in such a manner as to minimise noise emissions. The contractor must ensure that all plant complies with the relevant statutory requirements e.g. NRMM Regs. All construction vehicles should have upward pointing exhausts.
- ▶ Compressors shall be fitted with properly lined and sealed acoustic covers that should be kept closed whenever in use. Pneumatic percussive tools should be fitted with anti-ring devices, mufflers or silencers of the type recommended by the manufacturers.
- ▶ Machines in intermittent use shall be shut down in the intervening periods between work or throttled down to a minimum where this is not possible.
- ▶ All vehicles and plant servicing the site shall be fitted with white noise/broadband vehicle reversing alarms.
- ▶ Plant shall be maintained in a good and workmanlike condition so that extraneous noise from mechanical vibration, creaking and squeaking is reduced to a minimum.

7.2 Table 7.1 shows the maximum noise levels apply to all demolition and construction sites in accordance with The Control of Noise at Work Regulations 2005, measured 1 metre from the façade of any occupied or other building used for residential purposes.

Period	Hours	Residential / Commercial Premises
Monday to Friday	08.00-18.00	80 dB(A)
Saturday	08.00-13.00	80 dB(A)

Table 7.1: Noise Parameters

7.3 Noise shall be continuously measured at the site boundary at agreed perimeter locations, particularly boundaries with sensitive receptors in close proximity.

- 7.4 Hours of noisy construction operation will be restricted to the following and includes deliveries and collections, maintenance and cleaning;
- ▶ 08:00 to 18:00 hours Monday to Friday
 - ▶ 08:00 to 13:00 hours on Saturday
 - ▶ No works on Sundays and Bank Holidays
- 7.5 The Contractor will use good practice and best available technology to ensure that noise and vibration emissions are kept to a minimum with reference to BS 5228: 2009 - Code of practice for noise and vibration control on construction and open sites for detailed advice.
- 7.6 Contact numbers will be on display at the site entrance and details will be provided to neighbouring residents and businesses, so they know who to contact if any complaints or queries arise.
- 7.7 All enquiries will be recorded and responded to within five working days if contact details are provided. The enquirer will receive a written response (copied to RBH) detailing what action has been taken, if necessary.

8.0 Dust and Air Pollution

- 8.1 Construction and demolition can generate dusts, which can cause distress to neighbouring residents and can adversely impact on air quality and the health of those exposed.
- 8.2 The contractor will ensure good practice techniques are followed to minimise dust production and to prevent dust emissions from the site, which may include the following, as necessary:
- ▶ Using plant with dust suppression;
 - ▶ Material drop heights kept to a minimum;
 - ▶ Positioning of stockpiles to minimise effect of wind;
 - ▶ Dust sheets over surface of stockpiled material;
 - ▶ Spraying water over dusty areas to damp down particularly in windy and/or hot weather;
 - ▶ Wheel washing facilities at site exits;
 - ▶ Maintain site roads and hard standings by regular brushing and spraying;
 - ▶ All vehicles carrying soil and other dusty material to be fully sheeted;
 - ▶ All vehicles will hold current MOT certificates and comply with exhaust emission regulations for their class;
 - ▶ All commercial road vehicles used in construction must meet the European Emission Standards;
 - ▶ Ensure that engines of all vehicles and plant on site are not left running unnecessarily to prevent exhaust emissions, no idling vehicles; and
 - ▶ All loads entering and leaving the site to be covered;
 - ▶ Hard surfacing and effective wet cleaning of haul routes;
 - ▶ Enforced a 5 mile per hour speed limit on site; and
 - ▶ Plant will be well maintained, with routine servicing of plant and vehicles into be completed in accordance with the manufactures recommendations.

9.0 Site Waste Management

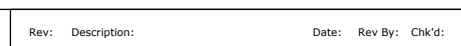
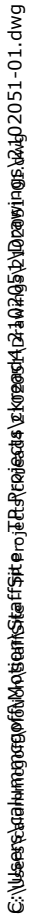
- 9.1 The appointed contractor will ensure that working methods that minimise waste are undertaken on the site. Any waste arising from the site will be properly categorised and dealt with in accordance with appropriate legislation. Opportunities for re-using or recycling construction or demolition waste will be explored and implemented by the contractor.
- 9.2 The contractor will ensure that the works are carried out in such a way that, as far as is reasonably practicable, the amount of spoil and waste (including groundwater, production water and run-off) to be disposed of is minimised.
- 9.3 The disposal of all waste or other materials removed from the site will be undertaken in accordance with the requirements of the Environment Agency, Control of Pollution Act (COPA) 1974, Environmental Act 1995, Special Waste Regulations 1996, Duty of Care Regulations 1991 and the Waste Management Regulations 2011.
- 9.4 The contractor will ensure that the principles of the Governments "A Green Future: Our 25 Year Plan to Improve the Environment (2018)" are followed which aims to reduce the amount of waste sent to landfill.
- 9.5 The approach above will ensure a waste hierarchy is in place where the intention is first to minimise, then to treat at source or compact and, finally, to dispose of site as necessary. The contractor will be required to investigate opportunities to minimise and reduce waste generation, such as:
- ▶ Agreements with material suppliers to reduce the amount of packaging or to participate in a packaging take-back scheme;
 - ▶ Implementation of a 'just in time' material delivery system to avoid materials being stockpiled, which increases the risk of their damage and disposal as waste;
 - ▶ Attention to material quantity requirements to avoid over-ordering and generation of waste materials;
 - ▶ Re-use of materials wherever feasible (e.g. re-use of crushed concrete from hard standings for the piling platform; re-use of excavated soil for landscaping);
 - ▶ In accordance with Government targets using reclaimed materials, where feasible;
 - ▶ Segregation of waste at source; and,
 - ▶ Re-use and recycling old materials off site where re-use on site is not practicable or feasible
- 9.6 The full environmental management requirements specified in the Site Waste Management Plan. However, the expectations the contractor should follow are summarised in Table 9.1 below.

Material	Target	Probable Location
Metals	100% recycled	Effort shall be made to recycle on site where feasible with any surplus taken to a licensed waste transfer station.
Hardcore (brick/block/concrete)	100% recycled	Taken off-site to be crushed and reused.
Timber	80% re-used depending on the material	The contractor should attempt to salvage any re-useable timber for hoardings, with remaining taken to a licensed waste transfer station.
Mixed Waste	The amount recycled will depend on the material	An absolute minimum will be transported to landfill.

Table 9.1 – Waste Management Target

Appendix A

Drawing 2102051-01 – Construction Management Site Layout



2102051-01	-
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Appendix B

Drawing 2102051-TK01 Swept Path Analysis

C:\Users\adam\Documents\Projects\2102051-TK01.dwg



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Rev:	Description:	Date:	Rev By:	Chk'd:
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Legend:

—•—•— Heras Fencing

Site Office

Storage

Max Legal Length (UK) Articulated Vehicle (16.5m)
Overall Length 16.500m
Overall Width 2.550m
Overall Body Height 3.681m
Min Body Ground Clearance 0.411m
Max Track Width 2.500m
Lock to lock time 6.00s
Kerb to Kerb Turning Radius 6.530m

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Project: Hunsaker, Chatham Place	
Title: Construction Management Swept Path Analysis	
Client: Chatham Place (Building 10) Manco Ltd	
Drawing Status: Information	
Scale: 1:500 (@ A3)	Date:01/03/2021
Drawn: CM	Checked: CS Approved: CS
Drawing: 2102051-TK01	Revision: -

Appendix C

CLOCS Compliance Check Form

CLOCS Requirements Compliance Check

On site check

Name of checker:	Date:
Site:	Time:
Driver name:	Vehicle operator:
Employed by:	Delivering on behalf of:
Vehicle registration:	

1. Operations

FORS¹ status: Registered ☐ Bronze ☐ Silver ☐ Gold ☐ FORS ID no: Expiry date:

Pass ☐ Fail ☐ Comments

¹ Fleet Operator Recognition Scheme

2. Vehicle

1 Class V + VI mirrors

Fitted Working

☐	☐
--------------------------	--------------------------

2 Close proximity warning system, and/or camera system and/or vision-aid

☐	☐
--------------------------	--------------------------

3 Side guards

☐	☐
--------------------------	--------------------------

4 Audible left turn warning

☐	☐
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5 Warning signage

☐	☐
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Pass ☐ Fail ☐ Comments

3. Driver

Licence In date: ☐ Category: Invalid/no licence carried: ☐

VRU Training Safe Urban Driving: ☐ Other approved: ☐ None: ☐

Pass ☐ Fail ☐ Comments

Action taken on site

Refused access: ☐ Allowed access: ☐

Letter to driver: By (name):

Send completed form to:

CLOCS Requirements

Non-Conformance Report

Follow up action

Name:

Department:

Date:

Actions taken

Action	Satisfactory Response	Notes and actions
Letter /email to supplier ☐	Yes No ☐ ☐	
Addressed to:		
Meeting with supplier ☐	Yes No ☐ ☐	
Present:		
Commercial action via contract ☐	Yes No ☐ ☐	
Other follow up actions:		

Approval and closure

Note/comment

Has root cause been identified? Yes ☐ No ☐	
Have preventative measures been put in place? Yes ☐ No ☐	
Closed: ☐ Date:	Approved by:

Send completed form to:



Looking out
for vulnerable
road users

www.clocs.org.uk

Appendix D

CLOCS Non Compliance Check Form

Non-compliance notification (to be handed to driver)



Driver: You are required to hand this form to your manager on return to your company location.

Formal notification may also be sent via email.

Driver details

Driver name:

Reg no:

Site / location:

Date:

Time:



Your vehicle + driver have been checked against the requirements of the **CLOCS Standard** and were found to be **non-compliant**.

Reasons for non-compliance

No evidence of meeting the requirements described as Silver in the FORS Standard

No Class V and VI mirrors *

No working camera and close proximity sensor system with in-cab audible alarm (and rear camera for 7.5t rigid vehicles)

No side under-run protection (both sides)

No externally audible alert for vehicle turning left and reversing

No vulnerable road user warning signage

No evidence of valid driving licence for the vehicle being driven

No evidence of approved training to minimise collisions, emissions and security/terrorist threats

Did not follow the designated last mile route taken to site

Driver refused to declare if they had been involved in any collisions on the journey to site

On this occasion the vehicle was: ☐ ALLOWED access ☐ REFUSED access

Companies implementing the CLOCS Standard are committed to improving the safety of all road users. Vehicles operating within a CLOCS supply chain are to be among the safest in the industry and must not pose a risk to other road users.

Formal notification of this occurrence will be recorded and the contract manager notified. We reserve the right to refuse access to non-compliant vehicles + drivers which will be registered as a failed delivery and/or appropriate commercial action taken through our relevant departments.

Any queries should be directed to: _____

To be completed by compliance checker: I confirm this is a true and accurate record.

Signed: _____ Print: _____