



New Residential Dwelling
1 New Road, Reading

Construction Management Statement

For

Hurst Grove Estates

Document Control Sheet

New Residential Dwelling

1 New Road, Reading

Hurst Grove Estates

This document has been issued and amended as follows:

Date	Issue	Prepared by	Approved by
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18 th September 2023	Final	Chris Saunders	John Russell



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1.0 Introduction

- 1.1 Reading Borough Councils document "Guidance Notes for Activities on the Public Highway within the Borough of Reading" (GNAPH) provides the requirements for Construction Management Plans (CMP) for developments and states the documents have to provide the following information:
 - ▶ Parking of Vehicles for site personnel, operatives and visitors;
 - ▶ Loading and unloading and storage of plant and materials;
 - ▶ Pedestrian / routes and highways within and around the site during the construction period; and
 - ▶ Times, routes and means of access into the site for construction traffic and delivery vehicles (including the removal of waste from the site and methods preventing deposition of materials on the public highway)
- 1.2 The purpose of the CMP is to ensure that the impact of construction work on local residents and the immediate highway is kept to a minimum and that appropriate controls are identified should they be necessary. Therefore the CMP also contains details on measures to Noise and Vibration and Dust and Air Pollution.
- 1.3 The CMP provides details of measures that are considered appropriate at this time; however, this CMP will be a 'live' document that will evolve as more details are known as the project progresses.

2.0 Construction Site Location

- 2.1 The site is located on the north side of New Road, 45 metres to the east of the junction with Redlands Road, 1,500 metres south east of Reading Town Centre. The location of the site is shown within Figure 2.1.

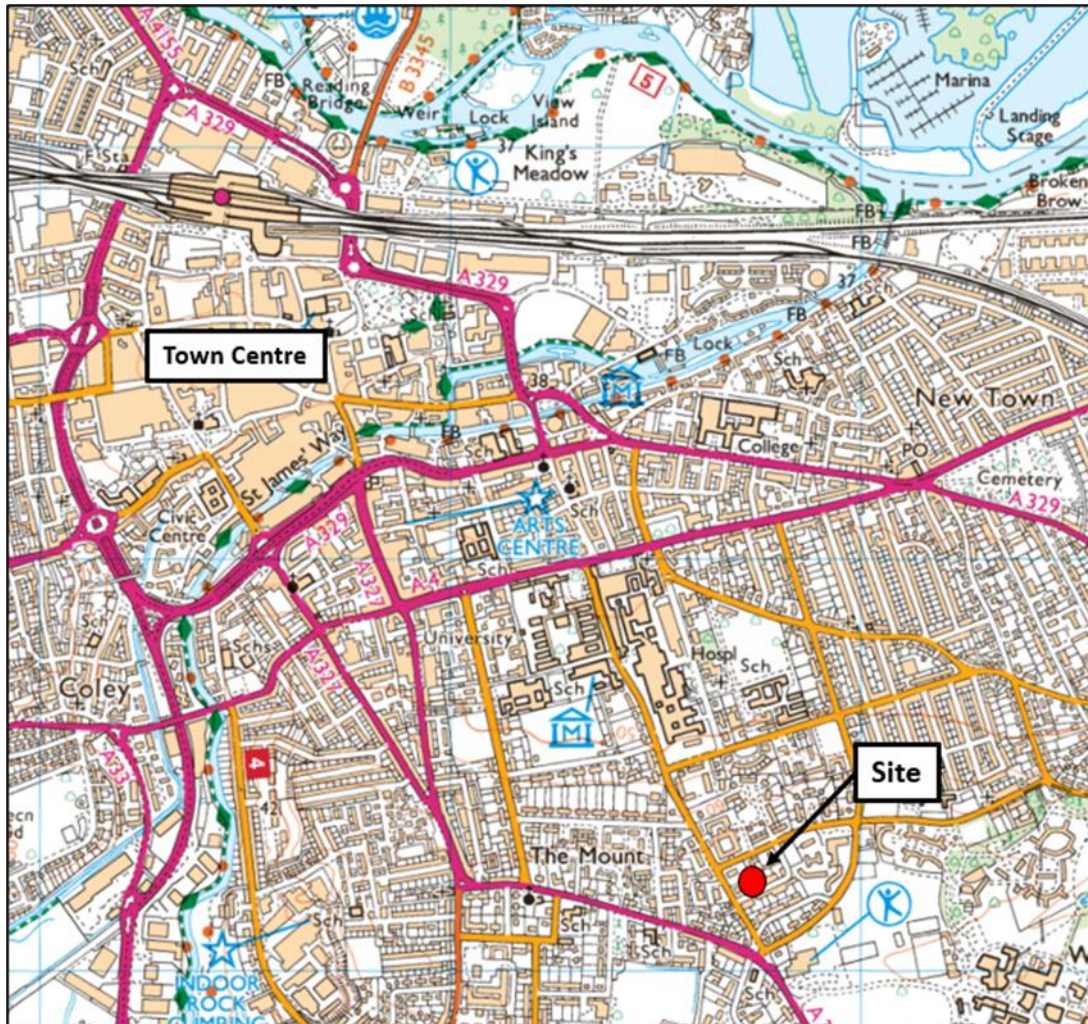


Figure 2.1 – Site Location in Relation to local highway network

- 2.2 New Road is 6 metres wide, with 1.8 metre wide parallel parking spaces along both sides of the carriageway and links Redlands Road with Upper Redlands Road. The road is two way, although no access is obtainable for motor vehicles from Upper Redlands Road.
- 2.3 New Road and the neighbouring roads are within Controlled Parking Zone 15R, which has very onerous restrictions, with parking restricted to permit holders only between 4.00pm and 10.00am, with daytime parking subjected to a maximum stay of 2 hours with no return within 2 hours between the hours of 10.00am and 4.00pm only.

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;
 - ▶ Creation of 24 hour / 7 days a week contact numbers for emergencies.
- 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 Security and Storage

Security and Hording

- 4.1 At commencement of the site establishment and enabling works the boundary of the site adjacent to the highway will be secured with a 2.4m high Heras Fence erected on the applicants land adjacent to the site boundary. The Heras Fence will stay fixed in position, subject to adjustment to facilitate works until the building works are completed.

Access for Vehicles and Pedestrians

- 4.2 The vehicular access to the site will be constructed before work on the building commences to enable delivery vehicles to unload of the carriageway where possible. Pedestrian access will be via the same access point.

Site Office and Storage

- 4.3 The site compound facility will be set up on site and this is likely to be in the rear garden but will be subject to the contractors' final decision.
- 4.4 Drawing 2307056-01 within **Appendix A**, shows the location of the storage area which will be adjacent to the unloading area, which is described in detail within Section 6 of this CMS.

5.0 Traffic and Transportation

Traffic Movements

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

- ▶ Light vehicles – cars and small vans;
- ▶ Flatbed material delivery vehicles; and,
- ▶ Skip lorries to remove waste.

5.2 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)		
	Skip Lorry		

Table 6.1: Vehicle Types

Traffic Volumes

- 5.3 The volumes of traffic will vary over the course of the works, but as the proposals are for a single dwelling, it is expected that there will be on average four flatbed deliveries a week to the site.
- 5.4 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

- 5.5 The site is well located with regard the Principle and Strategic Road network, with the A327 and A4 in close proximity to the site.
- 5.6 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 B3270, A327 turning into Redlands Road at Christchurch Road and leave will the same route in reverse.
- 5.7 All delivery vehicles traveling to the site will access and egress from the Redlands Road access into New Road only, given the modal filter and tight radii at the Upper Redlands Road access point.

- 5.8** However given the narrow width of the running lane along New Road of 2.4 metres, the northern parking bays will be suspended between Redlands Road to enable delivery vehicles access, as shown on drawing 2307056/02 within **Appendix B**. 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.

Loading / Unloading Areas

- 5.9 All vehicle loading and unloading will be inside the site boundary wherever possible. Trained banks men will ensure that movements into and out of the site are effected safely. The banks men will also ensure pedestrians keep a safe distance from the vehicles.

Delivery Times

- 5.10 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.
- 5.11 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 Site Manager. Delivery schedules will be agreed with management at least a week in advance of delivery, wherever possible; and
 - ▶ The Site Manager will be assisted by a trained banks men to ensure vehicles arriving and leaving the site are coordinated with the works on site.
- 5.12 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

- 5.13 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.

- 5.14 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.
- 5.15 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

- 5.16 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".
- 5.17 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.
- 5.18 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.
- 5.19 A footway closure will be required for the northern footway of New Road as detailed on drawing 2307056/01 within **Appendix C** 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. Pedestrians will be required to cross over the road and use the southern footway.

Monitoring Strategy

- 5.20 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.
- 5.21 The information will be provided to RBC upon request for checking against the provisions of this CMP.
- 5.22 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 D**. 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 E** and asked to ensure future deliveries occur in compliant vehicles.
- 5.23 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.

Construction Vehicles and Vehicle Restrictions

- 5.24 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.

5.25 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.

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

Parking

5.27 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 town centre car parks and walk to site.

5.28 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

6.0 Noise and Vibration

6.1 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;
- ▶ 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.

6.2 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

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

6.4 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
- 6.5 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.
- 6.6 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.
- 6.7 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.

7.0 Dust and Air Pollution

- 7.1 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.
- 7.2 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.

Appendix A

Storage Area and Vehicle Tracking

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Rev:	Description:	Date:	Rev By:	Chk'd:
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Small Rigid

Width	: 2.30	meters
Track	: 2.12	
Lock to Lock Time	: 6.0	
Steering Angle	: 42.7	

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Project:	
New Road, Reading	
Title:	
Swept Path Analysis Rigid Vehicle Entering Site	
Client:	
Drawing Status:	
Scale: 1;250 (@ A3)	Date: 14/09/23
Drawn: DR	Checked: CS Approved: CS
Drawing:	Revision:
2307056-TK01	

Appendix B

Parking Suspension Length

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Rev:	Description:	Date:	Rev By:	Chk'd:
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Project: New Road, Reading				
Title: Road Markings at Site Access				
Client:				
Drawing Status:				
Scale: 1;250 (@ A3)		Date: 07/09/23		
Drawn: DR		Checked: CS		Approved: CS
Drawing:		Revision:		
2307056-02				

Appendix C

Footway Closure Length

Appendix D

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

☐	☐
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3 Side guards

☐	☐
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4 Audible left turn warning

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

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 E

CLOCS Non-Compliance 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: _____