

London Borough of Tower Hamlets **Construction Management Plan**





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1. Introduction

Construction Management Plans (CMP) are designed to aid developers in minimising potential construction impacts and relates to all construction activity both on and off site that impacts upon the wider environment.

The CMP is intended to be a live document allowing for changes to be made as phases of the development are complete.

The CMP will address the way in which impacts associated with the proposed works will be mitigated and managed as well as the potential cumulative impacts of other nearby construction sites. The level of detail required in a CMP will depend on the scale and nature of development.

This CMP follows the best practice guidelines as described by the Construction Logistics and Community Safety (CLOCS) and the London Borough of Tower Hamlets Code of Construction Practice (COCP).

The approved contents of this CMP must be complied with unless otherwise agreed with the Local Planning Authority in writing. The project and on-site managers shall be responsible for working with the Council to review the approved CMP if changes are needed during the construction phase.

It should be noted that any agreed CMP does not prejudice or override the need to obtain any separate consents or approvals such as road closures or hoarding licences. If the scheme involves demolition, you will need to make an application to the Council's Building Control Service and complete a "Demolition Notice."

Please complete the questions below with additional sheets, drawings and plans as required. Please provide as much information as is necessary. It is preferable if this document, and all additional documents, are completed electronically and submitted via email to **Planning@towerhamlets.gov.uk**. These should be clearly referenced/linked to from the CMP. Please only provide the information requested that is relevant to a particular section.

(Note the term 'vehicles' used in this document refers to all vehicles associated with the implementation of the development, e.g. demolition, site clearance, delivery of plant & materials, construction etc.)

Important Information

- The Council requires the principal contractor to be contracted prior to the submission of the 1st draft of the CMP.
- A neighbourhood consultation process must have been undertaken prior to submission of the 1st draft of the CMP.
- Revisions to this document may take place periodically. If this is a revision to the original CMP please confirm and state which phase of the development, it relates to.

2. Contact Details

1. Please provide the full postal address of the site and the planning reference relating to the construction works.

Site address:

Planning reference number
to which the CMP applies:

2. Please provide contact details for the person responsible for submitting the CMP.

Name:

Organisation (if applicable):

Address:

Email:

Phone:

3. Please provide the full contact details of the site project manager responsible for the day-to-day management of the works and responding to any complaints that may arise from local residents and businesses.

Name:

Organisation (if applicable):

Address:

Email:

Phone:

4. Please provide full contact details of the person responsible for community liaison and dealing with any complaints from local residents and businesses if different from question 3.

Name:

Organisation (if applicable):

Address:

Email:

5. Please provide full contact details including the address where the main contractor accepts receipt of legal documents for the person responsible for the implementation of the CMP.

Name:

Organisation:

Address:

Email:

6. If this is a revision to the original CMP, please state which phase of the development it relates to

Date of original CMP:

Revision No:

Phase of Development:

3. The Site

1. Please provide a site location plan and a brief description of the site, surrounding area and development proposals for which the CMP applies. if Site Plan is attached, use the following space to reference the location in the appendices

2. Please provide a very brief description of the construction works including the size and nature of the development and details of the main issues and challenges (e.g. narrow streets, close proximity to residential dwellings, any nearby schools etc).

3. Please provide the proposed start and end dates for each phase of construction as well as an overall programme timescale. Please also indicate whether updates to the CMP will be scheduled at each phase.

4. Please confirm the standard working hours for the site, noting that the standard working hours for construction sites in Tower Hamlets are as follows:

Standard Working Hours: Where residential occupiers are likely to be affected by noise, the hours for carrying out works which can be heard at the site boundary shall normally be restricted to:

Monday - Friday: 08.00 - 18.00 hrs

Saturday: at no time

Sunday, bank holidays and public holidays: at no time

High Impact Activities: Certain works (including piling, excavation and demolition) are classed as High Impact Activities (see 8.15-18 below).

Working hours restrictions apply as follows:

Monday to Friday: 09.00 - 12.00 and 14.00 - 17.30 hrs

Saturday: at no time

Sunday, bank holidays and public holidays: at no time

Noisy work must not take place outside these hours unless otherwise agreed through a Control of Pollution Act 1974 Section 61 Prior Consent.

Special circumstances for consideration include:

- police traffic restrictions
- emergencies related to public safety

Construction vehicle movements shall normally be restricted to:

Monday - Friday: 09.30 - 16.30 hrs

Saturday: at no time

Sunday, bank holidays and public holidays: at no time

If there is a school in the vicinity of the site or on the proposed access and/or egress routes, then deliveries during term time must be restricted to:

Monday - Friday: 09.30 - 15.00 hrs

Vehicles may be permitted to arrive at 08.00 only if they can be accommodated on site. They must then wait with engines switched off.

Streetworks (utility works & road works) will also follow the above restrictions to noisy works. However, under exceptional circumstances extended hours can be granted to:

- Reduce impact on sensitive road network
- Reduce duration of major road works
- Facilitate work activity to lessen congestion

Exceptional circumstance extended hours are as follows:

Monday - Friday: 8.00 - 23.00 hrs

Saturday: 8.00 - 17.00 hrs

Sunday: 10.00 - 16.00 hrs

Information about pending agreed public roadworks can be found on the London Works Website and details of road notices (including maps) can be found on the road notices listings.

Contact Streetworks@towerhamlets.gov.uk for making arrangements for any works affecting the road network

Noise complaints should be directed to the council's Environmental Protection Team EnvironmentalProtection@towerhamlets.gov.uk

5. What are the proposed hours within which vehicles will arrive and depart?

4. Community liaison

A neighbourhood consultation process must have been undertaken prior to submission of the 1st draft of the CMP. This consultation must outline the approved development and set out what the likely construction impacts will be and how they intend to address and mitigate those impacts. The consultation should take place following the approval of planning permission. A consultation process specifically relating to construction impacts must take place regardless of any prior consultations relating to planning matters. This consultation must include all households and businesses that could be affected by the proposed construction works. These households and businesses should be provided with a copy of the draft CMP, or a link to an online document. They should be given adequate time with which to respond to the draft CMP, and any subsequent amended drafts. Contact details which include a phone number and email address of the site manager should also be provided.

Community Liaison is its most effective when initiated at an early stage and conducted in a manner that involves the local community being given the opportunity to take an active part in the discussion and decision making process, helping with their understanding of what is being proposed in terms of the development process. This communication should continue during the works, with neighbours (including local businesses) and any Community Working Groups being regularly updated with programmed works and any changes that may occur due to unforeseen circumstances through newsletters, emails and meetings.

Please note that for larger sites, details of a Construction Working Group may be required as a separate S106 planning obligation. If this is necessary, it will be set out in the S106 Legal Agreement as a separate requirement on the developer.

Cumulative impact

Sites located within high concentrations of construction activity that will attract large numbers of vehicle movements and/or generate significant sustained noise levels should consider establishing contact with other sites in the vicinity in order to manage these impacts.

*Please note that if the development site is located with the Isle of Dogs, E14 it is also a requirement of Isle of Dogs Neighbourhood Plan to communicate with local residents and other stakeholders before changing approved working hours and methods (refer to - Chapter 5 – Construction Management and Communication Policy CC2 – Construction communication of the Neighbourhood Plan). The Isle of Dogs Neighbourhood Plan 2021 can be viewed at: https://www.towerhamlets.gov.uk/lgnl/planning_and_building_control/planning_policy_guidance/neighbourhood_planning/Isle_of_Dogs.aspx

1. Sensitive/affected receptors

Please identify the nearest potential receptors (dwellings, business, etc.) likely to be affected by the activities on site (i.e. noise, vibration, dust, fumes, lighting etc.).

2. Consultation

The Council expects meaningful consultation to be carried out with local residents and businesses. For larger sites, this may mean a number of meetings with local residents prior to submission of the first draft CMP.

Evidence should be provided of who was consulted, how the consultation was conducted, and a summary of the comments received in response to the consultation. Details of meetings including minutes, lists of attendees etc. should also be provided.

In response to the comments received, the CMP should then be amended where appropriate and, where not appropriate, a reason given. The revised CMP should also include a list of all the comments received.

Please provide details of the consultation of the draft CMP with local residents, businesses, local groups (e.g. residents/tenants and business associations) and Ward Councillors.

3. **Community Working Group**

For particularly sensitive/contentious sites, or sites located in areas where there are high levels of construction activity, it may be necessary to set up a Community Working Group. Please provide details of the group that will be set up, the contact details of the person responsible for community liaison and how this will be advertised to the local community. Please also provide details of how the community will be updated on the upcoming works i.e. in the form of a newsletter/letter drop, or weekly drop in sessions for residents.

4. **Neighbouring sites**

Please provide a plan of existing and/or anticipated construction sites in the local area and please state how your CMP takes into consideration and mitigates the cumulative impacts of construction in the vicinity of the site.

5. **Construction Working Group**

Please provide details of any schemes such as the "Considerate Constructors Scheme" (www.ccscheme.org.uk) that the project will be signed up to. Contractors will also be required to adhere to all relevant LBTH guidance.



Canary Wharf
CANARY WHARF STATION

5. Transport

This section must be completed in conjunction with your principal contractor, who must be contracted prior to the submission of the 1st draft of the CMP.

This section requires details of the way in which you intend to manage traffic servicing your site.

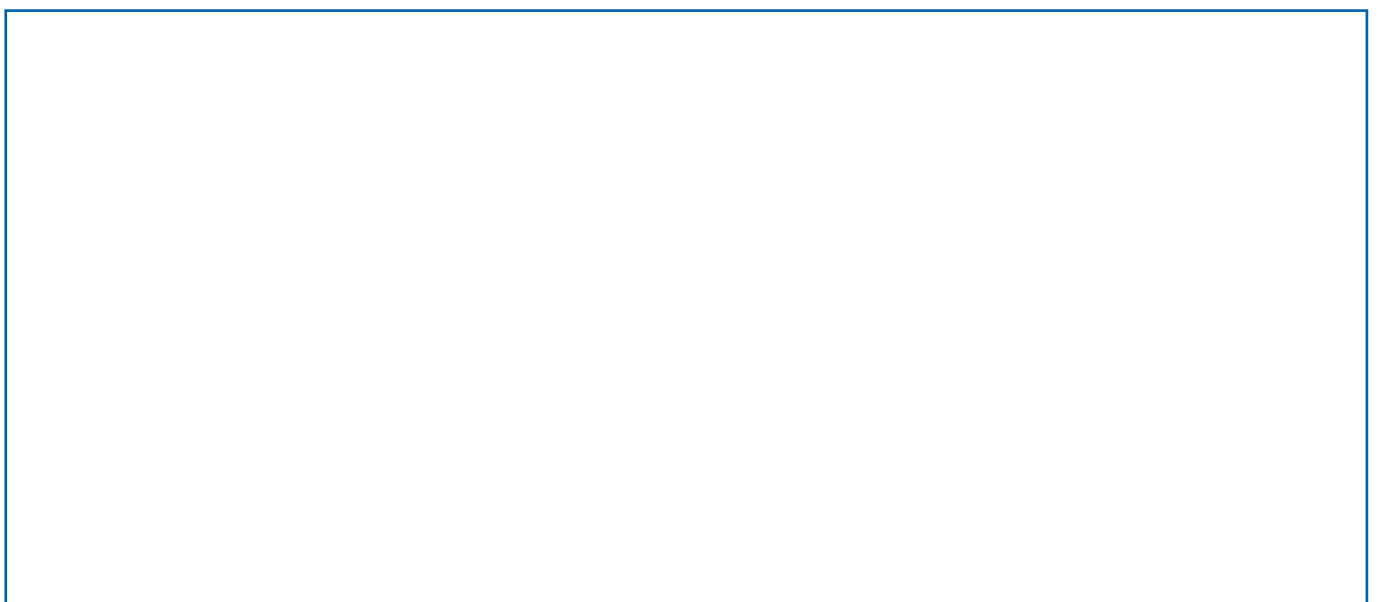
1. Site Traffic

Routes to and from the development site should be carefully considered and risk assessed, considering the need to avoid where possible any major cycle routes and trip generators such as schools, offices, stations, public buildings etc.

Consideration should also be given to weight restrictions, low bridges and cumulative impacts of construction (including neighbouring construction sites) on the public highway network. The route(s) to and from the site should be suitable for the size of vehicles that are to be used.

Please show vehicle approach and departure routes between the site and the Transport for London Road Network (TLRN). Please note that routes may differ for articulated and rigid HGVs.

Routes should be shown clearly on a map, with approach and departure routes clearly marked. If this is attached, use the following space to reference its location in the appendices.



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2. Please confirm how contractors and delivery companies will be made aware of the route (to and from the site) and of any on-site restrictions, prior to undertaking journeys.

3. Construction vehicle movements should be restricted to the hours of 9.30am to 4.30pm on weekdays and between 8.00am and 1.00pm on Saturdays. If there is a school in the vicinity of the site or on the proposed access and/or egress routes, then deliveries must be restricted to the hours of 9.30am and 3pm on weekdays during term time.

Vehicles may be permitted to arrive at site at 8.00am if they can be accommodated on site. Where this is the case they must then wait with their engines switched off.

A delivery plan should ensure that deliveries arrive at the correct entrance of site at the correct time. Instructions explaining such a plan should be sent to all suppliers and contractors. **This strategy requires the use of the CLOCs Construction Logistics Template https://www.clocs.org.uk/page/construction_logistics**

Please provide details of the types of vehicles required to service the site and the approximate number of deliveries per day for each vehicle type during the various phases of the project. For Example:

32t Tipper: 10 deliveries/day during first 4 weeks

Skip loader: 2 deliveries/week during first 10 weeks

Artic: plant and tower crane delivery at start of project, 1 delivery/day during main construction phase project

18t flatbed: 2 deliveries/week for duration of project

3.5t van: 2 deliveries/day for duration of project

-
4. Cumulative effects of construction traffic servicing multiple sites should be minimised where possible. Please provide details of other developments in the local area or on the route that might require delivery coordination between two or more sites. This is particularly relevant for sites in very constrained locations.

5. Please provide swept path analyses for constrained manoeuvres along the proposed route.

6. Consideration should be given to the location of any necessary holding areas/waiting points for sites that can only accommodate one vehicle at a time/sites that are expected to receive large numbers of deliveries. Vehicles must not queue or circulate on the public highway. Whilst deliveries should be given set times to arrive, dwell and depart, no undue time pressures should be placed upon the driver at any time.

Please identify the locations of any off-site holding areas or waiting points. Please also provide a map of these sites if possible.

7. The Local Planning Authority are looking to support efforts to improve air quality and the safety of vulnerable road users. To help facilitate this delivery numbers should be minimised where possible. Please state whether you will be using construction material consolidation centres, and/or delivery by water/rail if appropriate.

8. **Access & Egress**

This section is only relevant where vehicles will be entering the site. Vehicles entering and leaving the site should be carefully managed, using gates that are clearly marked and free from obstacles. Traffic marshals must ensure the safe passage of all traffic on the public highway, in particular pedestrians and cyclists, when vehicles are entering and leaving site, particularly if reversing.

Traffic marshals, or site staff acting as traffic marshals, should hold the relevant qualifications required for directing large vehicles when reversing. Marshals should be equipped with 'STOP - WORKS' signs (not STOP/GO signs) if control of traffic on the public highway is required. Marshals should have radio contact with one another where necessary.

Please detail the proposed site access and egress points on a map or diagram. If this is attached, use the following space to reference its location in the appendices.

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9. Please describe how the access and egress arrangements for construction vehicles in and out of the site will be managed, including the number and location of traffic marshals where applicable. If this is shown in an attached drawing, use the following space to reference its location in the appendices.

10. Please provide swept path drawings for vehicles accessing/egressing the site if necessary. If these are attached, use the following space to reference their location in the appendices.

11. Provision of wheel washing facilities should be considered if necessary. If so, please provide details of how this will be managed and any run-off controlled. Please note that wheel washing should only be used where strictly necessary, and that a clean, stable surface for loading should be used where possible.

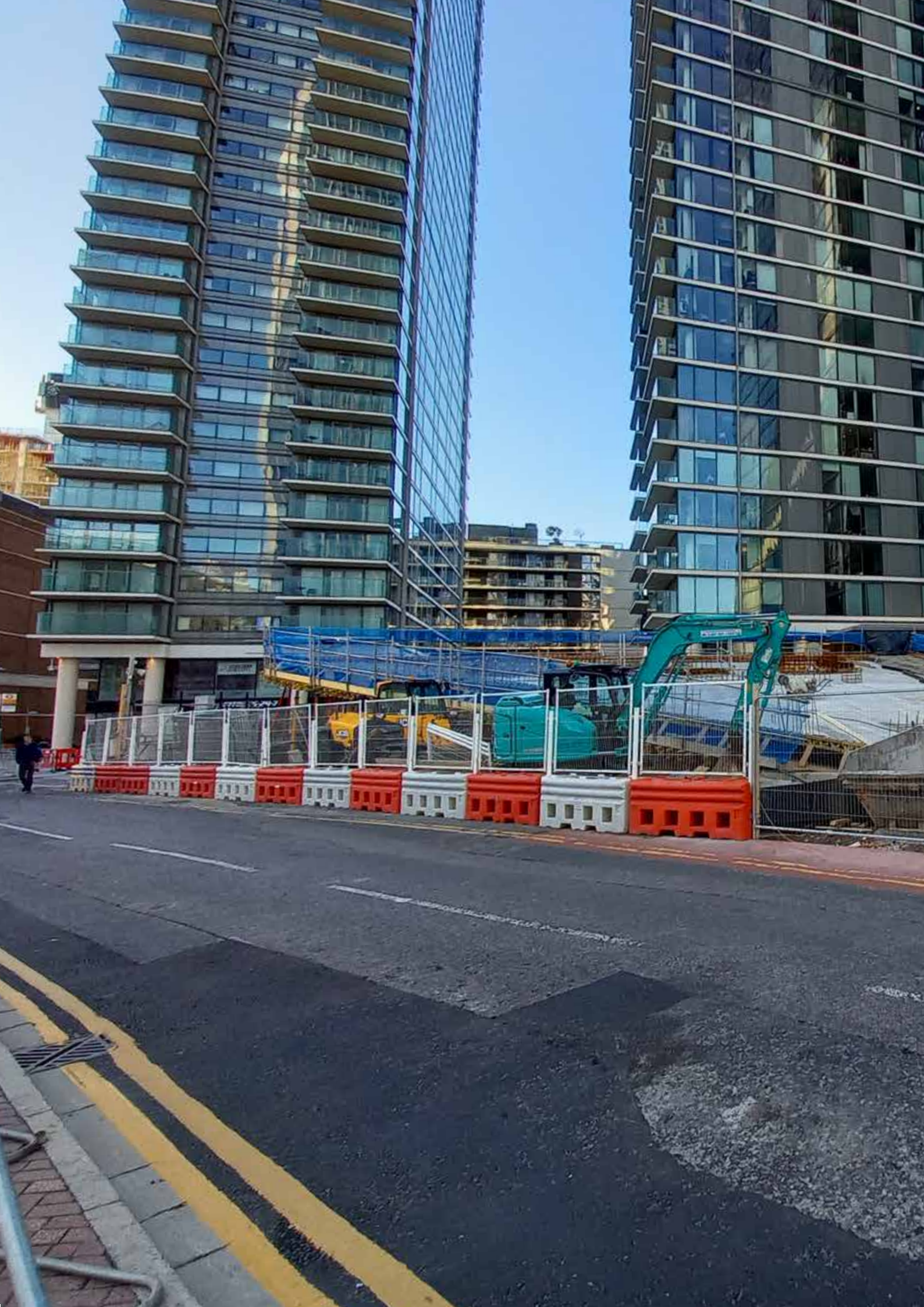
12. Vehicle loading and unloading

This section is only relevant if loading/unloading is due to take place off-site on the public highway. If loading is taking place on site only, please skip this section.

Please provide details of the parking and loading arrangements for construction vehicles with regards to servicing and deliveries associated with the site (e.g. delivery of materials and plant, removal of excavated material). This is required as a scaled site plan, showing all points of access and where materials, skips and plant will be stored, and how vehicles will access and egress the site. If this is attached, use the following space to reference its location in the appendices.

13. Where necessary, Traffic Marshalls must ensure the safe passage of pedestrians, cyclists and motor traffic in the street when vehicles are being loaded or unloaded. Please provide details of the way in which marshals will assist with this process.

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14. ALL vehicles servicing construction sites in the borough require FORS Silver and adoption of the CLOCS Standard. Please provide adequate evidence of compliance with CLOCS/FORS standards as well as details of your CLOCS implementation monitoring mechanism and CLOCS compliance performance data (which may be requested by the Council).



6. Street Works

Full justification must be provided for proposed use of the public highway to facilitate works. Tower Hamlets Council expects all options to minimise the impact on the public highway to have been fully considered prior to the submission of any proposal to occupy the highway for vehicle pit lanes, materials unloading/crane pick points, site welfare etc.

Please note that Temporary Traffic Orders (TTOs) and hoarding/scaffolding licenses may be applied for prior to CMP submission but won't be granted until the CMP is approved.

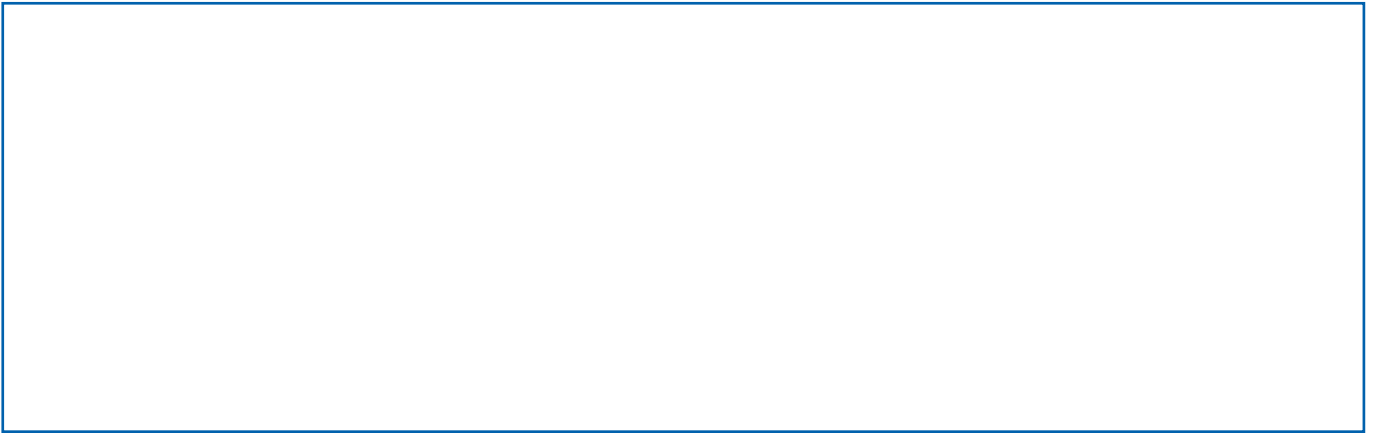
Please note that there is a two-week period required for the statutory consultation process to take place as part of a TTO.

If the site is on or adjacent to the TLRN, please provide details of preliminary discussions with Transport for London in the relevant sections below.

If the site conflicts with a bus lane or bus stop, please provide details of preliminary discussions with Transport for London in the relevant sections below.

1. Site set-up

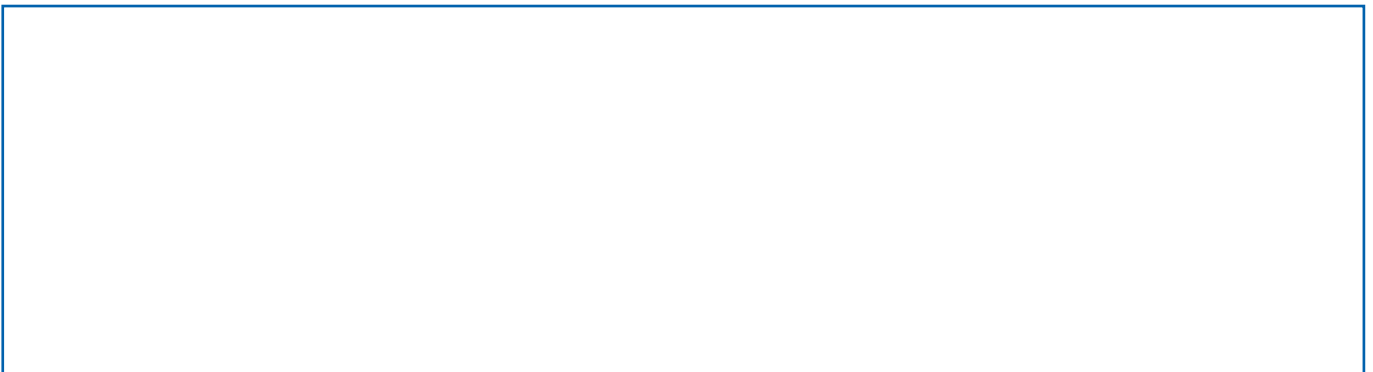
Please provide a scaled plan detailing the local highway network layout in the vicinity of the site. This should include details of on-street parking bay locations, cycle lanes, footway extents, relevant street furniture, and proposed site access locations. If these are attached, use the following space to reference their location in the appendices.



2. Parking bay suspensions and temporary traffic orders

Parking bay suspensions should only be requested where absolutely necessary and these are permitted for a maximum of 6 months only. For exclusive access longer than 6 months, you will be required to obtain a **Temporary Traffic Order (TTO)** for which there is a separate cost.

Please provide details of any proposed parking bay suspensions and/or TTO's which would be required to facilitate the construction - include details of the expected duration in months/weeks. Building materials and equipment must not cause obstructions on the highway as per your CCS obligations unless the requisite permissions are secured.



3. Occupation of the public highway

Please note that use of the public highway for storage, site accommodation or welfare facilities is at the discretion of the Council and is generally not permitted. If you propose such use you must supply full justification, setting out why it is impossible to allocate space on-site. We prefer not to close footways but if this is unavoidable, you should submit a scaled plan of the proposed diversion route showing key dimensions.

Please provide justification of proposed occupation of the public highway.

4. Please provide accurate scaled drawings of any highway works necessary to enable construction to take place (e.g. construction of temporary vehicular accesses, removal of street furniture etc). If these are attached, use the following space to reference their location in the appendices.

5. **Motor vehicle and/or cyclist diversions**

Where applicable, please supply details of any diversion, disruption or other anticipated use of the public highway during the construction period. Please show locations of diversion signs on drawings or diagrams. If these are attached, use the following space to reference their location in the appendices.

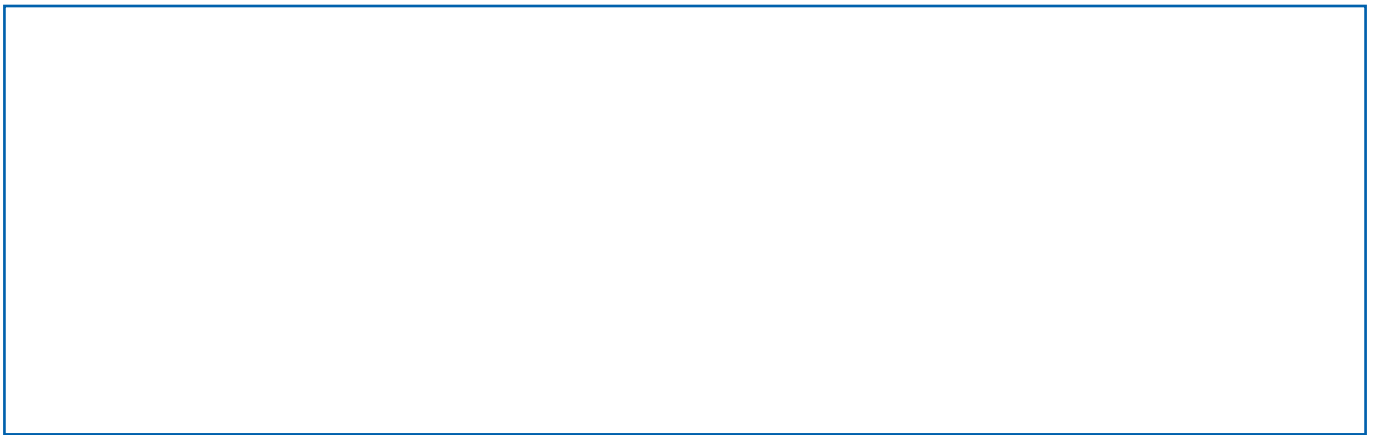
6. **Scaffolding, hoarding, and associated pedestrian diversions**

Pedestrians' safety must be maintained if diversions are put in place. Vulnerable footway users should also be considered. These include wheelchair users, the elderly, those with walking difficulties, young children, those with prams, the blind and partially sighted. Appropriate ramps must be used if cables, hoses, etc. are run across the footway. Details of adequate signage should also be provided to ensure any changes to street layout are communicated to pedestrians.

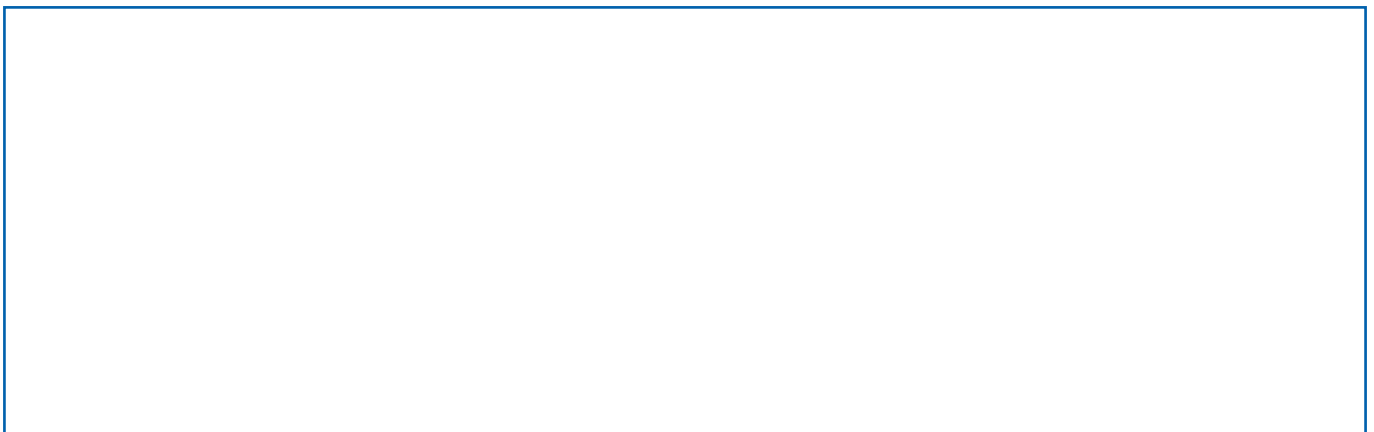
Any work above ground floor level may require a covered walkway adjacent to the site. A licence must be obtained for scaffolding and gantries. The adjoining public highway must be kept clean and free from obstructions, and hoarding should not restrict access to adjoining properties, including fire escape routes. Lighting and signage should be used on temporary structures/skips/hoardings etc.

A secure hoarding will generally be required at the site boundary with a lockable access. Where applicable, please provide details of any hoarding and/or scaffolding that intrudes onto the public highway, describing how pedestrian safety will be maintained through the diversion, including any proposed alternative routes. Please be aware that the Council requires a minimum 1.5-metre-wide clear access for pedestrians and those that are mobility impaired.

Please provide detailed, scale drawings that show hoarding lines, gantries, crane locations, scaffolding, pedestrian routes, parking bay suspensions, remaining road width for vehicle movements, temporary vehicular accesses, ramps, barriers, signage, lighting etc. If these are attached, use the following space to reference their location in the appendices.



7. Please provide details of any other temporary structures which would overhang/oversail the public highway (e.g. scaffolding, gantries, cranes etc.) If these are attached, use the following space to reference their location in the appendices.



8. Services

Please indicate if any changes to services are proposed to be carried out that would be linked to the site during the works (i.e. works to statutory utility and service provider above and below ground assets). Larger developments may require new utility services. If so, a programme for coordination of the disconnection, abandonment, diversion and connection of services will be required. If works to utilities services are required, please confirm which utility companies have been contacted (e.g. "Cadent, UKPN and Open Reach as well as other service providers.) You must explore options for the utility companies to share the same excavations and traffic management proposals. Please supply details of your discussions.

9. Please confirm whether any basement works are planned which would take place under or adjacent to the public highway. If such works are to be carried out, then you will be required to undertake a full technical assessment prior to any works taking place to ensure the integrity of the public highway is maintained. For further information please contact **highways@towerhamlets.gov.uk**



Price Building Services Ltd
IVECO

RV70 DHL

8. Agreement

The agreed contents of this Construction Management Plan must be complied with unless otherwise agreed in writing by the Council. This may require the CMP to be revised by the Developer and reapproved by the Council. The project manager shall work with the Council to review this Construction Management Plan if problems arise in relation to the construction of the development. Any future revised plan must be approved by the Council in writing and complied with thereafter.

It should be noted that any agreed Construction Management Plan does not prejudice further agreements that may be required such as road closures or hoarding licences.

Signed: _____

Date: _____

Print Name: _____

Position: _____

Organisation: _____

Please submit to: **Planning@towerhamlets.gov.uk**

9. Submission Checklist

Please complete the following checklist indicating which documents you have attached as part of your CMP submission (Please note that not all documents may be relevant to your submission)

- Demolition Notice (if required)
- Site Location Plan
- Plan of existing and/or anticipated construction sites in the local area
- Map showing vehicle approach and departure routes between the site and the TLRN
- Swept path analyses for constrained manoeuvres along the proposed route
- Swept path drawings for vehicles accessing/egressing the site
- Completed CLOCS Construction Logistics Template
- Map showing the location of any off-site holding areas or waiting points
- Map/diagram showing the proposed site access and egress points
- Site plan with details of the parking and loading arrangements for construction vehicles
- Plan detailing the local highway network layout in the vicinity of the site
- Plan showing any closed footways and proposed diversion route
- Plan showing any highway works necessary to enable construction to take place (e.g. construction of temporary vehicular accesses, removal of street furniture etc)
- Plan showing hoardings/ scaffolding that intrude onto the public highway
- Copy of Noise Survey (if undertaken)
- Air Quality Assessment and/or Dust Risk Assessment
- Form signed & dated