Construction Management Plan

24 Ducks Hill Road, Northwood, HA6 2NR

April 2025 - Revision A

Contents

Introduction

The Construction Management Plan will outline the execution of the proposal at RIBA stage 5.

The building work comprises the demolition of the existing detached dwelling at 24 Ducks Hill Road and the erection of 4 new high-quality semi-detached dwellings on the plot.

Ancillary structures comprise of cycle stores and refuse bin stores. The buildings and ancillaries are set within the site boundary, which comprises of soft and hard landscaping. Parking bays are provided adjacent to the proposed buildings.

The development will involve site establishment, logistics and the process of managing the overall local environment. The site management seeks to ensure that the works cause minimum practicable disruption to neighbouring residents, whilst ensuring a safe working and living environment for staff and locals alike.

To the extent that this project execution requires third party regulator approvals, this Plan will be reviewed periodically to bring it into line with such requirements. Formal approvals and activity methodology approaches will be addressed in detailed submissions to the design team and the Client.

Liaison with the neighbours and interested parties will continue throughout the execution of the project and as information is updated. Neighbours will be kept informed of progress and anticipated works.

This Plan provides an overview how the construction project will be executed and managed, encompassing the strategies, processes, tools, and resources that will be utilised to ensure good practice.

This Plan will be used as the template for developing the construction phase health and safety plan.

When selecting potential contractors for tender, project track record and management procedures will be reviewed to the ensure capability of delivering a project safely and with minimum practicable disruption and inconvenience to residents. Throughout the works the constructors will be required to provide relevant method statements and risk assessments for the works.

Benchmarking against relevant Key Performance Indicators will be used to monitor the constructor's performance against the criteria in this plan.

CMP Objectives

To ensure that the proposed development complies with safety conditions on the public highway, and to ensure the development process does not have a significant adverse impact on the amenities of nearby residential properties in accordance with policies BE1, EM1, EM8, EM11 and T1 of the Hillingdon Local Plan.

Site Context and Considerations

The application site relates to the land and property at 24 Ducks Hill Road, Northwood, HA6 2NR.

It is located on the western side of Ducks Hill Road, situated east of the David Lloyd recreation centre and south of the Cricket Club.

The site features good quality pedestrian and vehicle access from Ducks Hill Road.

The surrounding area is primarily residential, excluding the David Lloyd recreation centre that borders the rear of the site.

A large body of water is located on the land west of 24 Ducks Hill Road. Considerations for pollution mitigation will need to be considered.

The Recreation Centre's opening hours are:

- Monday-Friday – 06:00-23:00
- Saturday-Sunday – 07:00-10:00

The opening hours for the nearby Northwood Cricket Club are:

- Monday-Friday – Closed
- Saturday – 09:00-22:00
- Sunday – 09:00-17:00

Situated to the north and east of site are a variety of locals schools, ranging from nursery, primary, secondary and collages. These include:

- Holy Trinity Church of England Primary School – 0.2 miles
- The Hall Independent School & Nursery – 0.3 miles
- Wetherby House Montessori Northwood Nursery – 0.4 miles
- St Martin's School – 0.5 miles
- London School of Theology – 0.5 miles
- Northwood College – 0.9 miles

The opening hours vary from school to school, however they all range between 6am – 6pm weekdays; closed on weekend and standard term times.

Construction Management Plan

The following sections outline the key elements to manage, control and mitigate the impact of the project on neighbours, the local community and infrastructure.

Method statements will be prepared and agreed for all major site operations in advance of the relevant works commencing. This is particularly for the groundwork excavation and structural works.

Communication

Prior to commencing work on site, communication shall be established with neighbouring properties confirming the commencement of the construction works.

Residents and appropriate third parties will be regularly informed by the contractor of site activities likely to impact adjoining properties. The contractors' representatives and the management team will be receptive to all reasonable concerns of the neighbours and local community and will demonstrate a considerate and professional approach, as to maintain a well-balanced relationship with residents.

Notices shall be posted on the site hoarding to keep neighbours advised of anticipated events, general progress of the works and any requirements for any abnormal works. Appropriate signage and information boards will be displayed on the hoarding.

Site Establishment

The space available within the boundary of the site will be utilised for the site office and welfare facilities. The existing incoming power and water supply will be utilised. Access will be maintained for the duration of the works via the existing site access on Ducks Hill Road. Temporary hoardings will be erected across the existing openings with secure access.

Site Management

The Principal Contractor will appoint a Site Manager to supervise all aspects of the works, with support from a contracts manager/project surveyor (tbc), purchasing team and health and safety advisors.

The site manager will be on site at all times when construction activities are being executed. During times at which the primary site manager in not present on site, such an annual leave; ill health or the like, a second competent person will be appointed to supervise and monitor the site in their absence.

The site manager will be tasked with ensuring that all reasonably practicable means are adopted to achieve the objectives of this CMP, alongside liaising with the client and neighbours, sequencing of activities, maintaining quality control systems and ensuring sufficient health and safety practices on site.

The site manager will have regular review sessions with the contracts manager and where deemed appropriate invite HSE inspectors; independent H&S inspectors or local authority departments (environmental officers for example) to discuss and provide advice/ input with regards to construction activities and compliance with this CMP.

The programming of work activities will be reviewed by the contractor and site manager to ensure potential nuisances are accounted for and mitigated at the earlier possible moment. The client and neighbours will be notified of such potential events.

Construction Site

The project is estimated to take approximately 10 months. The below table sets out the estimated site access requirements:

Type of Vehicle	Approx. Number of vehicles per day	Approx. frequency on site	Average time of site entry	Average time of site exit	Average number of vehicles on site at one time	Comments
Main Contractor	10-15 drop off and pick up	Daily	07:30	16:00	0	Parking for contractor vehicles will be provided on neighbouring streets
Delivery	3	Varied	11:30	13:00	1	
Delivery HGV	Varied	Weekly	11:30	13:00	2-4	General delivery of materials – loading/ unloading within the site where possible

Access

Access to the site will be exclusively from Ducks Hill Road. The existing due vehicle access will be utilised to facilitate the entrance and exit of vehicles and personnel from the site.

No access is proposed from Cygnet Close, ensuring minimum disturbance for these neighbouring.

Pedestrian and vehicular access to neighbouring residents will remain safe and unaffected.

Traffic Management

All deliveries to site will be undertaken with attention to:

- Reversing vehicles to be directed by a Competent Person
- Pedestrian and vehicle directional signage – suitable barriers will be erected when deliveries arrive to prevent pedestrians accessing the across the footpath frontage to the site property.

Large and heavy vehicles will only access the site outside peak hours of 08.00 - 09.30 and 16.30 - 18.00. There will be a limited capacity for contractors and consultants parking on site during construction, but the majority of contractors' parking will be off site. Shared transport will be encouraged where possible.

Where possible, deliveries will be co-ordinated to avoid peak traffic times and school peak hours (pick up & drop off times) to minimise disruption to the local area. The

Contractor will liaise Holy Trinity Church of England Primary School, Wetherby House Montessori Northwood Nursery and St Martin's School prior to works commencing to establish the typical school pickup and drop off times. At the point of placing orders, suppliers will be informed of this restriction and will be requested to deliver outside of peak hours.

In the event that any deliveries / vehicles arrive at site prior to works commencing at 08:00, vehicles will be permitted entry to the site to avoid any disruption to local roads, however no unloading or loading/ work will be permitted to take place until work commencement at 08:00, and any idling HGVs will be instructed to have their engines switched off. Vehicles will be encouraged to avoid leaving site during peak traffic hours to avoid further disruption to the surrounding area. In addition, deliveries will be scheduled to avoid more than one delivery arriving at the same time (where possible).

Security

All site personnel will have to sign in on arrival and sign out before leaving the site. This will be incorporated into the Site Rules and included as part of the site induction process.

The front hoarding will be regularly inspected to ensure that it remains secure. All windows and external doors will remain closed when the site is not operational. The access door to the site will be controlled to only allow access for authorised personnel.

Working Hours

Work which may bring about unavoidable noise, or disruption will be restricted to the working hours of the following:

- Weekdays – on site between the hours of 08:00 & 18:00 – no noisy works or idling engines prior to 08:00 and subject to any further restrictions imposed by the Local Planning Authority.
- Saturdays – on site between the hours of 08:00 & 13:00 – subject to any further restrictions imposed by the Local Planning Authority.

Works audible at the site boundary are not permitted on Sunday, public or Bank Holidays. (BS CP 5228:2009)

Some activities by their nature may need to be completed for reasons of engineering practicality and/or public safety and so will need to be extended beyond the normal working day. Examples of this could include, but not restricted to, the following:

- Works requiring formal highway licenses and / or traffic management
- Completion of concrete pours where delays beyond our reasonable control have arisen, such as from batching plant for example
- Completion of crane lifting operations where delays arise beyond our reasonable control
- Movement of abnormal loads

Health and Safety

A Construction Health and Safety Plan will be prepared for the works in accordance with the CDM Regulations. Risk Assessments will be developed and agreed. Sub-constructors' detailed method statements will also be produced and safe methods of work established for each element of the works.

Site inductions will be held for all new site personnel to establish the site rules and to enforce safety procedures. Personnel will also receive a short 'toolbox talk' presentation in accordance with the guidance given by the health and safety executive.

All site personnel will be required to read the emergency procedures when signing in for the first time, and sign to the effect that they have read the procedures. These will include any relevant neighbourly issues.

Fire and Emergency Procedures

Contact names and telephone numbers will be made available in case of 'out of hours' emergencies relating to the site. This information will be displayed on the hoarding.

The Contractor shall implement procedures to protect the site from fire. The Site Manager shall assess the degree of fire risk and formulate a Site Fire Safety Plan, which will be updated as necessary as the works progress and will also include the following:

- Hot Work Permit regime.
- Installation of the site firefighting equipment e.g. establishing fire points and installing and maintaining fire extinguishers etc.
- Evacuation alarm.
- Material storage and waste control.
- Fire Brigade access.

Valuable and/or contaminating materials and fittings

The following methodology will apply to these materials:

- Foul and surface water drainage will be broken out and removed from site.
- Brick buildings to be demolished and crushed on site for hardcore.
- If asbestos is detected, demolition of the existing building will cease immediately. Asbestos will be disposed of by a registered Asbestos Removal Contractor at a licensed waste facility.

- Existing plain tiled roofs will be stripped and tiles sent to a salvage yard for possible resale.
- All timber and any concrete to be demolished and removed from site.
- Any lead flashings or valley gutters to be removed and salvaged.

Mitigating Dust/ Dirt Nuisance

In general the London Plan 2011 Implementation Framework document "The Control of Dust and Emissions during Construction and Demolition" will be used as the best practice guidance.

The objective is the active protection of site workers, local residents and the general public by reducing or eliminating airborne particulates. The specific methods noted below form the basis of prevention but are not limited to it. The intent is important, and the contractors will be expected to work pro-actively to create a clean environment.

In respect of excavated materials and dust producing activities, all measures to prevent nuisance, such as damping down will be implemented, alongside the ground workers utilising the necessary PPE and appropriate plant / machinery.

All reasonably practicable measures will be put in place to avoid/ limit and mitigate the deposition of mud and other debris on the highway.

Through the provision of the hard-standing area, the contractor is to ensure the minimum of dust or debris being absorbed / attached to the wheels or under carriage of the vehicles which will be passing over the adjacent highway.

However, it will be inevitable that some debris will become attached to the vehicles. The Contractor will ensure the provision of a wheel wash facility by jet spray (with water saving spray attachment) for vehicles to utilise prior to leaving the hard-standing area on site and thus, reduce the potential nuisance to an acceptable level of risk.

This will be manually carried out at the gate to the construction site during construction phases. The condition of Ducks Hill Road and neighbouring streets will be monitored during construction to ensure that mud, debris and dust does not track onto the footways and adjacent roads.

If the jet spray becomes unviable, then a more bespoke wheel wash installation with water recycling catchment pits is to be implemented.

Other types of dust production on site, such as those produced from masonry work are to be monitored by the Site Manager.

Should dust nuisance arise and not be sufficiently controlled by damping down alone, then the following items will be used as a checklist for the suppression of dust on site:

- Give due consideration to site layout to reduce adverse effect upon sensitive receptors, such as neighbours.
- Applying water or a binding agent to those areas / activities that are likely to produce dust (be aware of Water Supplier restrictions).
- Ensure adequate water availability.
- Ensure any stockpiles and finished ground are stabilised.
- Locate stockpile of materials remote from neighbours where practicable to do so and ensure they are covered or damped.
- Minimise the height from which materials are tipped or dropped during delivery to reduce dust emission and enclose all disposal chutes and use dust covers for skips. Use dust sheets to cover all transportation of dusty materials and waste.
- Erection of temporary screening (minimum two metres in height) in the direction of prevailing winds.
- Ensure trucks entering and leaving the site are covered and that any spillage onto the ground surface and roads is promptly cleaned up.
- Ensure the subcontractors risk assessment and method statements acknowledge the production of dust their work can produce. Site Manager to ensure the correct method of works, including plant and machinery, is appropriate for the task at hand.
- Any fine / granular materials, such as sands or cements, to be appropriately stored or covered, to prevent undue discharge of fine particles.
- Regular inspection of haul routes and local highways for dust deposits and cleaning as necessary. Where appropriate, cleaning the wheels of vehicles leaving the site to prevent mud being deposited on public roads. Since many of the techniques rely on washing and damping down, it is important that the run-off water does not itself become a source of water pollution.
- Adherence to site speed limits within the site boundary and on adjacent highways, to reduce the effects of dust being raised from ground.
- The ground workers shall take adequate measures to control dust emissions and ensure that any groundwork activities associated with the excavation and stockpiling of material do not give rise to dust which can escape the site boundary.
- When carrying out cutting and grinding activities consideration will be given to using equipment fitted with dust extractors and the use of water sprays to minimise dust from cutting equipment.
- Bonfires or the like are **prohibited** on the construction site.

Noise; vibration and air quality

In early course through the design team meeting, the proposed construction techniques will be scrutinised by the Contractor and JSA Architects Ltd. (appointed designers) to identify potential areas for creating noise and vibration during the construction activities and where practicable and safe to do so, design out the technique. Where such activities remain, then the RAMS will be developed so as to mitigate the extent of nuisance which may arise through consideration of the following and implementing the best practicable construction means:

Careful selection of plant and construction methods. Only plant conforming to relevant standards, directives and recommendations on noise and vibration emissions will be used.

Design and use of site enclosures, housing and temporary stockpiles, where practicable and necessary, to provide acoustic screening at the earliest opportunity.

Choice of routes and programming for the transport of construction materials, spoil and personnel.

Careful programming so that activities which may generate significant noise are planned with regard to local occupants and sensitive receptors.

All vehicles and mechanical plant used for the purpose of the work shall be fitted with effective exhaust silencers and shall be maintained in good and efficient working order and operated to minimise noise emissions.

All compressors and generators shall be “sound reduced” models fitted with properly lined and sealed acoustic covers which shall be kept closed whenever the machines are in use, and all pneumatic percussive tools shall be fitted with mufflers or silencers of the type recommended by the manufacturers.

All machines in intermittent use shall be shut down in the intervening periods between work or throttled down to a minimum.

Lorry engines will be switched off when vehicles are stationary.

Noise emitting equipment which is required to run continuously shall be housed in a suitable acoustic enclosure where practicable and safe to do so.

As far as practicable, demolition shall be carried out using equipment that breaks concrete in bending in preference to percussive methods, where practicable and safe to do so

Any pile driving so required by the design shall be carried out by plant equipped with a noise reducing system or by silent driving systems. Percussive piling shall only be used where no other suitable system is available.

Temporary noise barriers will be used to reduce noise levels where appropriate and practicable. Such measures can be particularly appropriate for stationary or near-stationary plant such as pneumatic breakers, piling rigs and compressors. The screens may include soil mounds, site offices, site huts, acoustic sheds or partitions.

Plant and equipment liable to create noise and / or vibration whilst in operation will, as far as reasonably practicable and safe to do so, be located away from sensitive receptors and away from walls reflecting towards sensitive receptors.

Where reasonably practicable and safe to do so, fixed items of construction plant should be electrically powered in preference to diesel or petrol driven.

Machines in intermittent use should be shut down or throttled down to a minimum during periods between work.

Maximising energy efficiency (this may include using alternative modes of transport, maximising vehicle utilisation by ensuring full loading and efficient routing), use of biofuels and electric vehicles where practicable to do so.

Wherever safe and practicable to do so, utilise electrical-powered tower / mobile cranes.

If noise or vibration becomes an issue, noise trigger levels and vibration disturbance criteria will be set and monitored to ensure compliance.

Scaffolding

Scaffolding will be required in the erection of the proposed front and rear properties. Scaffolding will be used to provide workers with a safe temporary work platform. It will be planned, erected, inspected and tagged by competent persons and will be regularly inspected to ensure there are no risks to safety and will comply with the requirements of HSE regulations.

Good Housekeeping

The site will be kept in a clean and safe condition. The areas adjacent to the site will be regularly inspected and any site rubbish removed.

The adjacent road and pavement will be kept clean. The perimeter hoarding will be cleaned periodically and will be kept in a neat and tidy condition. Any graffiti will be removed from the hoardings.

Offloading will generally be direct from vehicles onto the site. Materials will not be stored on public footpaths. Waste and rubbish will be regularly and actively removed from the site and not allowed to accumulate, preventing a safety or fire hazard.

Environmental Matters

The Contractor will be committed to avoid damaging the existing eco-systems throughout the course of the works. The contractor will implement the following:

- Conduct their activities with proper regard to the protection of the environment.
- Comply with all relevant regulatory and legislative requirements and codes of practice.
- Communicate with local communities to ensure the work causes the minimum disturbance and disruption.
- Take all reasonably practical measures to minimise harm and disturbance to wildlife or their habitats caused by any work, light, noise, dust and vibration and other air pollution;
- Ensure that all site personnel have a good understanding of the environmental impacts of construction work and how to minimise these impacts.
- Fence off areas to be retained and adjacent habitat areas to prevent incursion into or damage.
- Ensure their suppliers and sub-contractors apply similar standards to their own work.

During the early stages of the project the contractor shall carry out the following activities to deal with environmental management:

- Prepare a Project Environmental Plan.
- Prepare and consult with the client and statutory authorities to obtain relevant approved licences and consents.
- Prepare a Site Waste Management Plan and consultation with supply chain partners to design out or minimise waste.

The aboricultural report and subsequent tree protection plan accompanying this planning application will be implemented throughout the construction phase. It will be the responsibility of the site manager to ensure that the TPP is adhered to and that specified trees and existing planting are maintained and protected from damage.

Preventing run off / water pollution

Due to the presence of a body of water to the neighbouring land west of the site. Careful consideration will be taken to ensure that run off from the site is carefully monitored to prevent possible local water contamination of the surrounding environment. The contractor will look to undertake the following:

1. Prior to commencing works, the contracts and site manager will review the topographical survey and complete a site inspection to confirm the location of existing water courses and water levels around the site. Where deemed appropriate / necessary convene a meeting with the local Environment Agency officer before work commences. Instigate a regular programme of recorded monitoring visual and if necessary testing, of such water courses to establish that on-going cleanliness of the location.
2. Any underground services on the site should be identified and clearly marked before demolition or construction work begins and precautions taken to prevent damage to them.

3. Site drainage, including surface runoff and dewatering effluents, will be discharged to sewers where possible and relevant permissions will be obtained from the sewerage or statutory undertaker. Discharge to watercourses will only be permitted where discharge consent or other relevant approval has been obtained.
4. Site drainage will meet the effluent standards required by the sewerage undertaker or EA as appropriate. Holding or settling tanks, separators and other measures as may be required, will be provided and maintained. Should it be so required, access will be provided to the undertaker so that samples of discharge can be obtained and analysed and the flows verified as required.
5. No product of the construction activities which could cause pollution, including silty water, should enter the water drainage system. Any discharges to the public sewer require authorisation by the sewerage undertaker and may be subject to the terms and conditions of a trade effluent consent.
6. Through retention of the hard-standing area, as previously discussed, the contractor will reasonably control the location and volume of water run-off, as the principal area of water source will be known. By utilising water saving measures, such as the attachment to sprays, the volume of water used can be minimised and thus, reduce nuisance arising from run off. Regular inspections of boundary lines and highways will be made, with immediate instruction given to clean off surfaces or mop excessive run off without delay. The use of road sweeps will be borne in mind by the site manager at all times to mitigate any nuisance arising. All hard standings must be regularly swept / cleaned.
7. All fuel, oil and chemical storage must be sited on an impervious base within a bund and secured. All bunds shall be capable of containing 110% of the capacity

of the storage tanks. The contents of all storage must be clearly labelled. To prevent theft and vandalism of the fuel storage facilities, appropriate security measures shall be provided to prevent unauthorised dispensing of fuel/oil and vandalism to bulk storage areas.

8. All liquid substances (such as paint and solvents) shall be kept within a designated materials storage area, in bunded and secure containers in accordance with their COSHH datasheets. Responsible disposal will only be permitted for such materials, which generally cannot be considered inert.
9. All compressed gas cylinders shall be stored within secure compounds, with segregation of different gas types.
10. Raw materials shall be stored in defined areas and protected from damage and deterioration. A plan showing the location of bulk gas oil tanks, compressed gas cylinders and material storage areas shall be maintained. Spill kits shall be provided on site to contain leaks and spills. The location of spill kits shall also be indicated on the plan. Routine checks are undertaken to confirm that materials are stored in the correct manner.
11. Ensure that all deliveries are supervised by a responsible person, and that storage tank levels are checked before delivery to prevent overfilling and that the product is delivered to the correct tank.
12. All refuelling will be carried out by an appropriately trained / competent person, on an impermeable and readily containable surface, remote form drains or watercourses. A spill kit will always be available, with fuel pumps and the like, placed on drip trays to collect minor spillages. The trays will be inspected on a regular basis, with any liquid responsibly disposed of prior to a spillage becoming an option.
13. Water containing silt should never be pumped directly into a river, stream or surface water drain. Wheel washes and plant washing facilities should be securely constructed with no overflow and the effluent should be contained for proper treatment and disposal.
14. Possible methods of dealing with silty water include the following but will be subject to prior approval.
15. Pump to grassland or other soakaway – well away from excavations to avoid recirculation through the ground. The silty water should contain no chemical pollutants.
16. Pump to sewer – consent from the sewage provider is required (see guidance earlier in this Section).
17. Pump to settlement tank maximising retention time.
18. Pass through a filtration system.
19. Use flocculants in conjunction with settlement tank.
20. Pump into a tanker and dispose of off-site.

21. Concrete must be considered as a necessary construction material, but a hazardous product, with all due care taken during it transportation, placement and treatment during the curing process. Special care to be taken to contain concrete to the place of work, away from the nearby water-source.
22. Suitable provision should be made for the washing out of concrete mixing plant or ready mix concrete lorries. Such washings must not be allowed to flow into any drain or watercourse.

Waste and Material Management

As the project requires the demolition of the existing property at 24 Ducks Hill Road, a site waste management plan will be prepared prior to the works commencing. All waste materials will be removed from site by a licensed waste constructor.

Waste from this site will be dealt with in accordance with the waste duty of care in Section 34 of the Environmental Protection (Duty of Care) Regulations 1991 (b). Materials will be handled efficiently and waste managed appropriately. The contractor and site manager shall aim to minimise waste and will be encouraged to recycle as much material as possible. Due to the limited space on site, waste will generally be sorted for recycling at a local waste transfer station.