



Construction Management and Logistics Plan for:
Proposed Hotel
The Arena, Stockley Park, UB11 1AA

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Introduction

Condition 24 of planning permission ref. 37800/AP/2016/1430 for the proposed new hotel states:

“Prior to first use of the development as a hotel, a construction management and logistics plan, produced in line with TfL's CLP guidance shall be submitted to and approved by the Local Planning Authority. Thereafter, the approved construction management and logistics plan shall be implemented as agreed and shall remain in perpetuity.”

With the following reason quoted:

“To manage the impact of the development on the existing highway network, in accordance with policy 6.3 of the London Plan (2016).”

The relevant part of policy 6.3 (Assessing effects on development on transport capacity) states:

“Construction logistics plans and delivery and servicing plans should be secured in line with the London Freight Plan and should be co-ordinated with travel plans.”

No major highway issues were raised by Hillingdon or the GLA at planning application stage, and no concerns were raised over construction access and the adjacent highway network. The imposition of a condition requiring submission of a construction management and logistics plan is therefore seen as very much procedural and best practice, with no historical concerns in the background.

This document has been prepared in collaboration between the hotel project team and the recently appointed site contractor Clegg Construction Ltd.

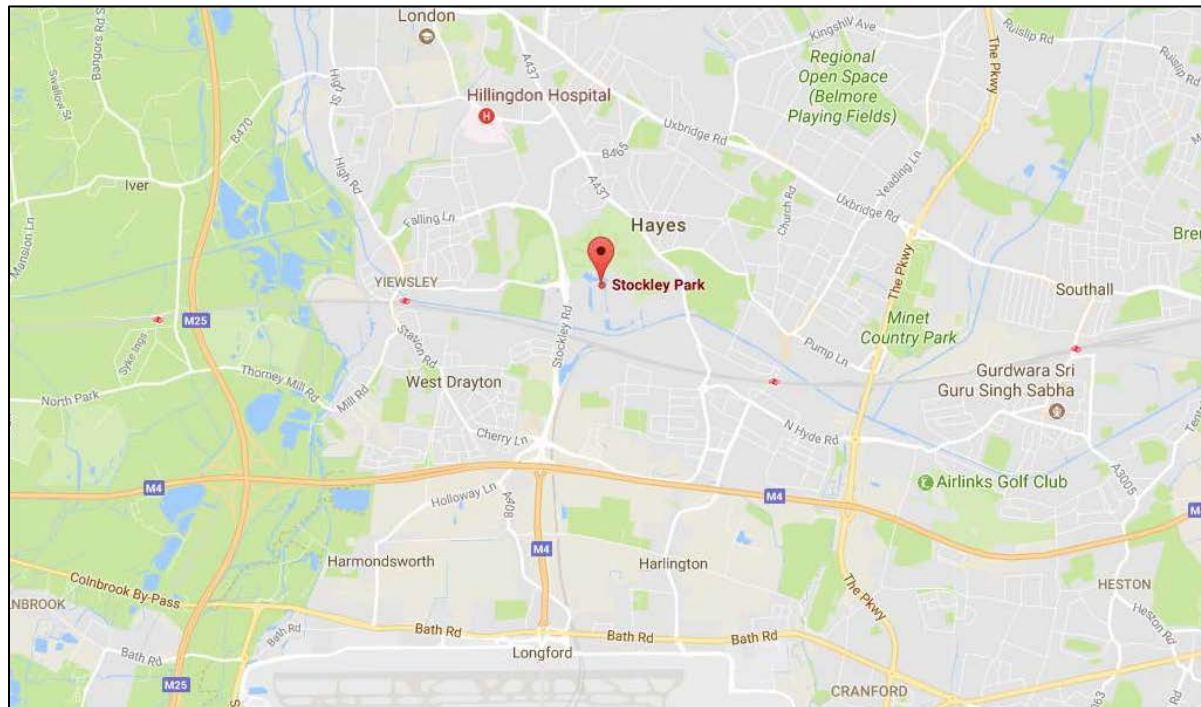
Proposed Site and Constraints

The site is located at The Arena, Stockley Park which is already home to various facilities that help serve the wider Stockley Park business park. Existing uses include a Nuffield Health Gym, Costa, Subway, WHSmith, other retail units and offices. The Arena is served by a 145 space car park.

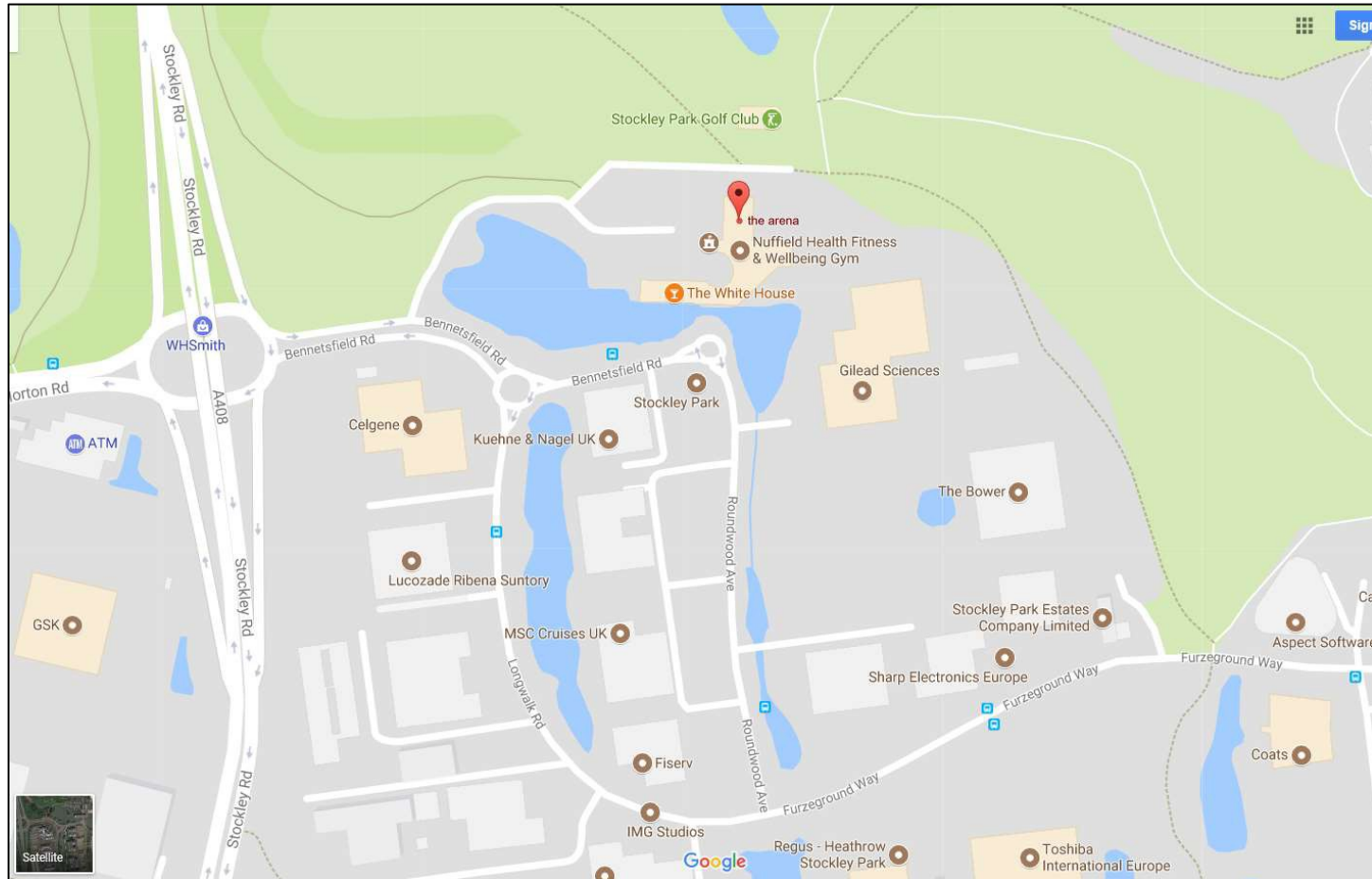
To the north there is a golf course, including club house, adjacent marque structure used for functions and car parking. There is also further car parking in this area to the north of The Arena that serves the Gym.

Attention is drawn to the proximity of the live businesses on site and their customers. Full segregation of the works and public space shall be maintained at all times. 145 car parking spaces on site are also to be maintained at all times for users of the existing facilities at The Arena.

Regional Context Plan



Local Context Plan



The site is accessed via a private road that leads into Bennestfield Road which is itself a private road. Bennestfield Road is accessed from Stockley Road (A408) via a roundabout. As a result of this layout there is no risk of delivery vehicles backing up or restricting the public highway in any way. All construction traffic will be safely accommodated within the Stockley Park private road network serving the Business Park and The Arena.

Description of Proposed Works

Proposed development:

“Erection of 81 room hotel (Use Class C1) with ancillary bar/cafe with associated ancillary works including extension and reconfiguration of car park and landscaping.”

Enabling works:

The proposed enabling works include piling within the existing building to enable column installation to strengthen the existing structure to enable the main build. The first works to take place will be a number of car park modifications and extensions as per the approved scheme, plus the provision of some temporary car parking spaces across the site, in order to enable the main build area to be hoarded off and construction to progress safely adjacent to a live car park.

Main works:

The main contract works include a new two storey Travelodge to be built over the existing car park. This will include piling to the existing car park (proposed hotel footprint), and steel frame to first floor transfer slab. The first and second floor structure will be built up from the transfer slab and this will be a timber structure.

Site hours:

General site hours: Site working hours are as follows

- 7.30am to 6pm Monday to Friday
- 8am to 1pm Saturdays
- No working on Sundays or Bank holidays Out of hours working:

No out of hours working is permitted without prior authorisation. Any person or company found working outside of normal site working hours without written permission will be removed from the project.

Construction Programme and Methodology

Task Name	Duration
Construction - Enabling Works	4 weeks
Demolition and Groundworks	9 weeks
Construction - Main Build	
Piling / Ground to First Floor Slab	14 weeks
To 1st Floor Level (and envelope)	4 weeks
To 2nd Floor Level (and envelope and internal works)	6 weeks
Envelope and Internal Works	11 weeks
Internal Works & Landscaping	10 weeks
Commissioning	2 weeks
Snagging and Decant form Site	4 weeks
Handover	

Site setup and enabling works - Week -1 will allow for the site set up and welfare facilities to be provided ensuring the site is compliant. During week one the main car park will have the work areas fenced off to enable the drainage and attenuation tank, and the creation of some additional temporary parking spaces. This phase of works will have limited impact on the current car park with a small civil engineering gang undertaking these works with small plant, followed by a landscape contractor. Works will then progress to lay out the permitted car park extension.

Demolition - There is only a small but delicate area of demolition required which is removing a concrete staircase access to the upper floor to the business centre, and a parapet wall to the upper level of the existing external walkway. Segregation will be required whilst maintaining fire escape routes for both the business centre and the gym. During this phase site traffic will increase for muck away and larger excavators will be required.

Substructure - The main structure is required to be supported by piles at both car park level and the elevated level to the north of the Gym. On completion of the piling the drainage pop ups for the building and ground beams will be cast allowing the steel frame to commence. There will be high presence of plant and machinery within the site boundary at

this stage of the programme including a piling rig with associated deliveries, concrete deliveries followed by the deliveries of the steel frame.

Superstructure – The main framework of the new hotel from 1st floor to roof is to be of a timber frame construction, off of the new concrete ‘transfer slab’ supported by the steel frame. This will require large deliveries to be scheduled at the most convenient time of the day for the surrounding businesses and golf course. The frame will be unloaded and constructed with a crane located within the site compound. To allow the new structure to tie in with the existing walkways at level 1 the existing parapet wall will need be removed. The bathrooms are being installed as prefabricated POD’s and will also be lifted into position with the crane as the main frame is erected.

Cladding & Glazing – On completion of the timber frame the contractor will look to make the building watertight as early as possible by completing the building fabric, roof covering, and windows which then allows the render and redwood cladding to be applied. The windows will be delivered through the car park in phased deliveries, unloaded via HIAB or forklift and stored in the undercroft within the site; likewise the timber cladding. To install the windows access will be via a MEWP and scaffolding to the external elevation.

Fit Out – There is an extensive fit out package comprising of plaster boarding, mechanical and electrical works, ceilings, carpentry and decorating which will require many individual trades putting the number of construction workers at its peak during these works. There will be a high volume of deliveries that will be scheduled and escorted through the car park with a banksman.

Landscaping – There is a small soft landscaping package on this project which includes a proposal for monitoring the trees under the tree protection plan and new planting to the existing car park. All planting will be delivered via a flat bed lorry, unloaded via HIAB or forklift and banked into the car park and unloaded within our construction area which forms part of the enabling works. This phase of works should cause little disruption to neighbouring businesses due to the location of the works and will provide the car park with additional spaces prior to the main build commencing.

Testing and commissioning – All the commissioning for the hotel Mechanical and Electrical install will take place from within the site boundary and will not require any additional / temporary plant. These works will take place when the bulk of the build is complete meaning that the overall number of operatives on site is decreasing.

Vehicle Routing and Site Access

The site is located on a large commercial use / office park and consideration is to be given to the surrounding businesses in this busy commercial area. The Arena has many businesses that share the parking facilities and access road along with the neighbouring golf course.

Access from the strategic road network will be via Stockley Road (A408), from either the north or south, before turning into Bennestfield Road and thereafter the private road that leads towards the car parks that serve The Arena and golf course.

The contractors will have marshals and security present to bank vehicles from the entrance to the existing Arena car park to the site and out again. We will also restrict the number of delivery vehicles accessing The Arena to one at any time. Deliveries will be scheduled to take place outside of peak hours of use of the car park and close liaison will be maintained the adjacent businesses and properties.

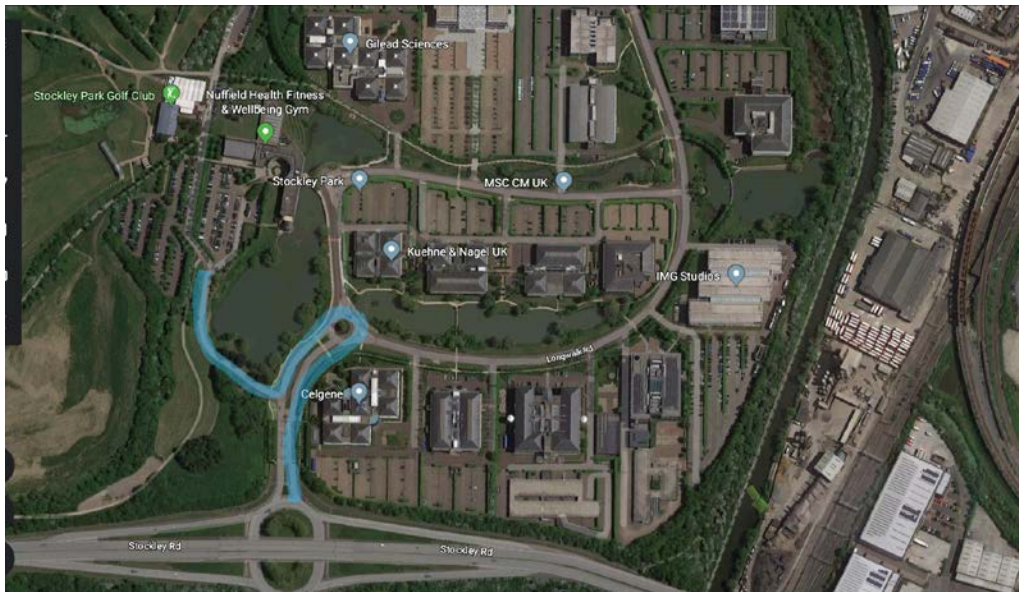
The contractors will work within the confines of the site boundaries. All site areas / boundaries shall have the appropriate safety barriers, fencing, hazard warning signs and segregation for vehicles and pedestrians.

The busiest phase of works for deliveries will be the fit out period when multiple trades will require frequent deliveries such as internal wall construction and M&E fit out. These deliveries will come on smaller delivery vehicles that will be able to access within the site compound to be unloaded in the undercroft. All deliveries will be required to be booked in via the delivery schedule form and will enter the site following the logistics plan and in line with the traffic management plan.

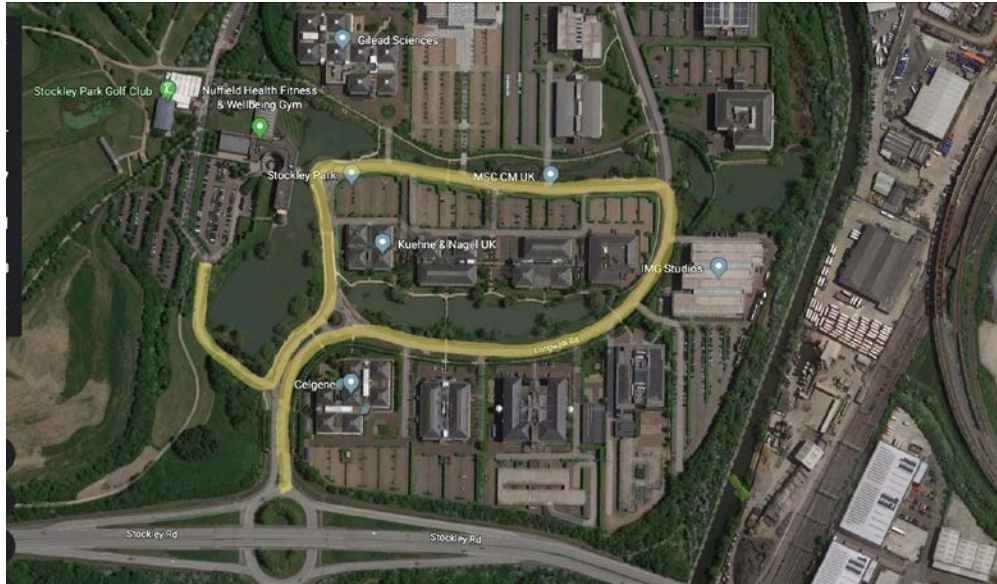
Deliveries are to only be accepted as per the delivery schedule that will allow traffic to flow. Deliveries will be directed to and requested to wait in a holding area on Shepiston lane shown below. On contacting the site and agreeing that the site is able to accept the delivery vehicles can then recirculate and then enter the site via the route below:



To exit the site smaller delivery vehicles including cars and vans accessing the site will exit the site using the Stockley park access road as below:



Larger delivery vehicles will exit the site using the Stockley park access roads as below due to the restricted turning on the roundabout:



Vehicle Numbers

The anticipated vehicle numbers during the period of construction are detailed in the table below.

Week	Predominant activity	Cars/Vans	LGV	HGV	HGV Low Loader	HGV - Skip
-4	Groundworks - Parking area	5	2	8	4	2
-3	Groundworks - Parking area	5	2	8	1	2
-2	Groundworks - Parking area	5	2	8	4	2
-1	Groundworks - Parking area	5	2	8	2	2
1	Groundworks	10	5	8	2	2
2	Groundworks	10	5	8	1	2
3	Groundworks	10	5	8	1	2
4	Groundworks	10	5	8	1	2
5	Groundworks	10	5	8	4	2
6	Piling	10	5	8	4	2
7	Piling	10	5	8	1	2
8	Piling	10	5	8	4	2
9	Groundworks	15	5	8	2	2
10	Groundworks	15	5	8	1	2
11	Groundworks	15	5	8	1	2
12	Groundworks	15	5	8	4	2
13	Superstructure	15	5	8		2
14	Superstructure	15	5	8		2
15	Superstructure	15	5	8		2
16	Superstructure	15	5	8		2
17	Superstructure	20	5	8		2
18	Superstructure	20	5	8		2
19	Superstructure	20	5	8		2
20	Superstructure	20	5	8		2
21	Superstructure	20	5	8		2
22	Superstructure	25	5	8		2
23	Superstructure	25	5	8	1	2
24	Superstructure & Envelope	25	10	12	1	2
25	Superstructure & Envelope	25	10	12		2
26	Superstructure & Envelope	25	10	12		2
27	Superstructure & Envelope	25	10	12		2
28	Superstructure, Envelope & Internals	30	10	12		2
29	Superstructure, Envelope & Internals	30	10	12		2
30	Superstructure, Envelope & Internals	30	10	12		2
31	Superstructure, Envelope & Internals	30	10	15		2
32	Superstructure, Envelope & Internals	30	10	15		2
33	Superstructure, Envelope & Internals	30	10	15	1	2
34	Envelope & Internals	25	10	15	1	2
35	Envelope & Internals	25	10	15		2
36	Envelope & Internals	25	10	15		2
37	Envelope & Internals	25	10	15		2
38	Envelope & Internals	25	10	15		2
39	Envelope & Internals	25	10	15		2
40	Envelope & Internals	25	10	15		2
41	Envelope & Internals	25	10	15		2
42	Envelope & Internals	25	10	15		2
43	Envelope & Internals	25	10	15		2
44	Envelope & Internals	25	10	15		2
45	Internals and Hard/Soft Landscaping	25	10	20	1	2
46	Internals and Hard/Soft Landscaping	25	10	20	1	2
47	Internals and Hard/Soft Landscaping	25	10	20	1	2
48	Internals and Hard/Soft Landscaping	25	10	20	1	2
49	Internals and Hard/Soft Landscaping	25	10	20	1	2
50	Internals and Hard/Soft Landscaping	25	10	20	1	2
51	Internals and Hard/Soft Landscaping	25	10	15	1	2
52	Internals and Hard/Soft Landscaping	25	10	15	1	2
53	Internals and Hard/Soft Landscaping	20	10	10	1	2
54	Internals and Hard/Soft Landscaping	20	10	10	2	2
55	Commissioning	15	2			2
56	Commissioning	15	2			2
57	Snagging	10	1			2
58	Snagging	10	1			2
59	Decant from site	5	5	1		2
60	Decant from site	5	5	1		2
	Totals	1225	449	682	52	128

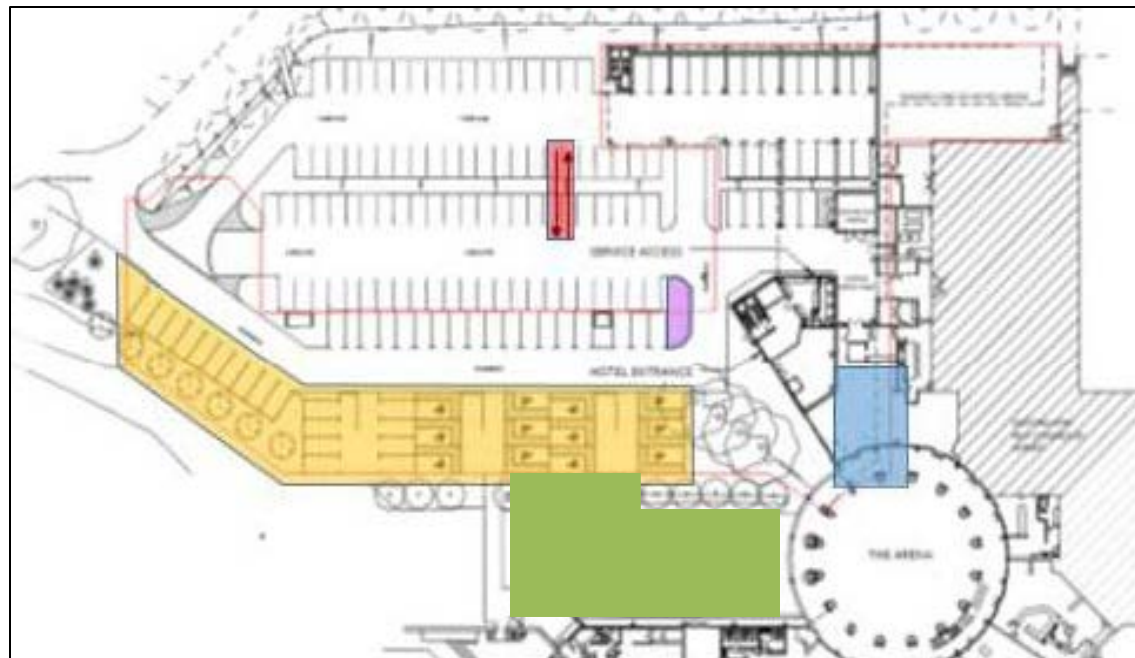
Tracking has been undertaken by the scheme transport consultants for the construction vehicles detailed in the above table. The largest vehicle is the 6 axel 16.3m long HGV low loader. The tracking for this vehicle is presented below, with the car parking spaces hatched in red or blue to be removed (and re-provided elsewhere) to facilitate the required turning movement. The main works hoarding line is marked by the blue dashed line.



Car Parking and Site Circulation

The planning permission provides for the laying out of a new 20 space car park as highlighted in yellow on the indicative plan below. These will be the first works undertaken under the permission, after the initial enabling works. This is to create as much space as possible on site to facilitate the works, particularly as a number of existing parking spaces will be removed during the works. There are currently 145 parking spaces serving The Arena and this total number needs to be retained at all times during the works; this will be satisfied by the new parking area in yellow combined with a further temporary car park as described below.

At the same time that the 'yellow' car parking area is being created, as part of the enabling works a new temporary car park for users of The Arena is to be created on the area of land that was formally the beer garden to the JD Wetherspoons public house that has recently closed. The proposal is to place a temporary parking flooring system down that can be removed upon completion of the works. The area would then be re-landscaped. Access to this temporary parking area would be provided via the removal of a small section of hedging and trees. The temporary car park is shown indicatively by the 'green' highlighting below.



Enabling, Car Park & Strengthening Works

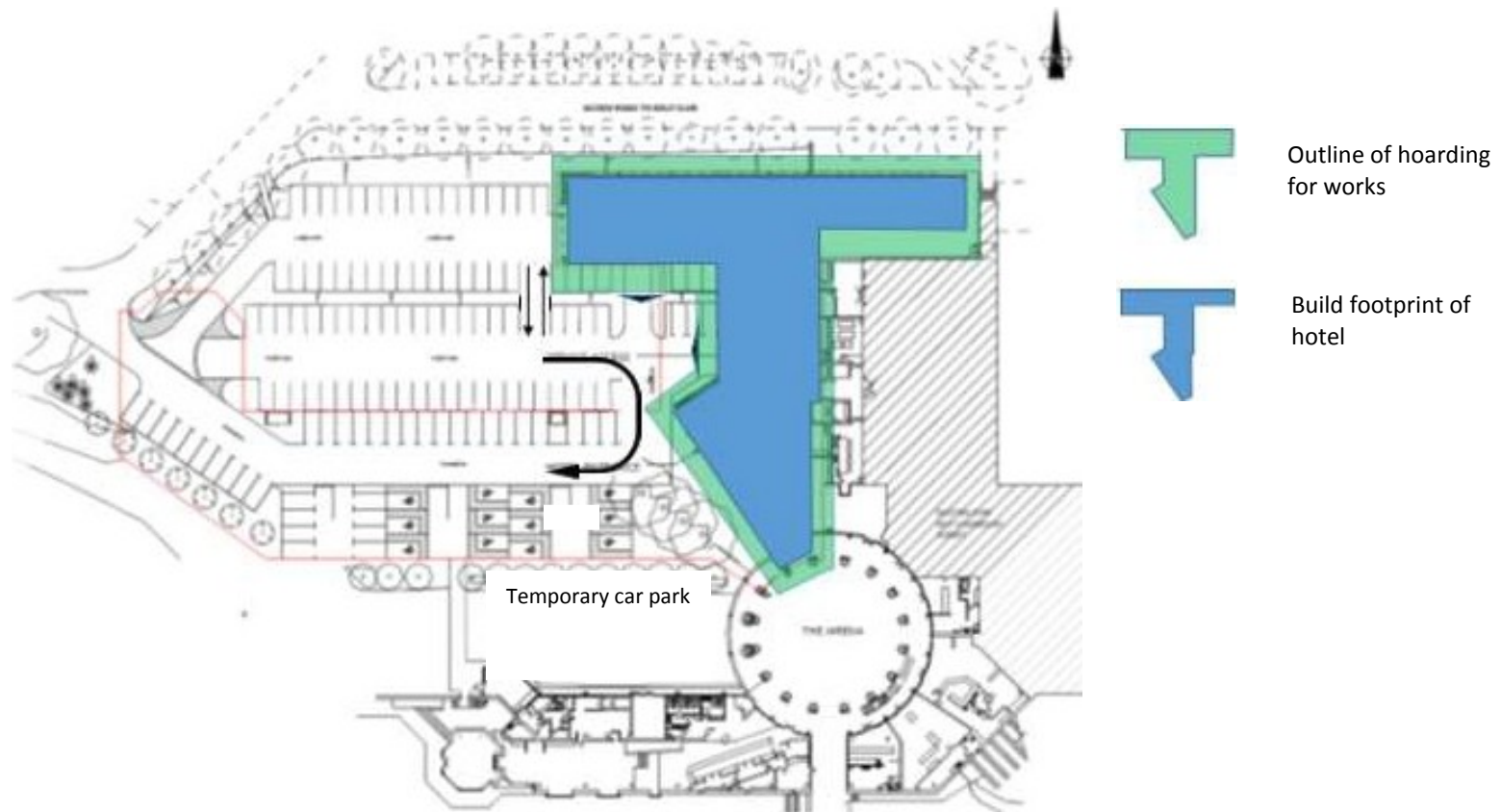
-  Temporary Car Park
-  Enabling works footprint to form new car park up to base course
-  Form new temp ramp to provide circulation (see tracking plan for further details)
-  Location of strengthening works to existing structures

The next two indicative diagrams show how hoarding lines and working zones will be arranged on site for the Main (External) Site Works and for the Internal Works and Later Stages of Works.

The diagrams are only intended to show the car parking layout indicatively, as the base plan used is the approved post hotel layout, however, this will only be laid out in this final form towards the end of the construction period, and after the hoarding line is reduced in its extent as per the below diagrams. The car park will be managed to ensure 145 car parking space at all times for users of The Arena. Contractor car parking will be provided off site, elsewhere on the Stockley Park Business Park as per an agreement reached with an office freeholder.



Hoarding Line for Internal Works and Later Stages of Works



Strategies to Reduce Impacts

The following table has been followed to allow for reducing the impact of the scheme on neighbouring sites.

High impact site

Planned Measures Checklist	Committed	Proposed	Considered
Measures Influencing construction vehicles and deliveries			
Safety and environmental standards and programmes	X		
Adherence to designated routes	X		
Delivery scheduling	X		
Re-timing for out of peak deliveries		X	
Re-timing for out of hours deliveries		X	
Use of holding areas and vehicle call off areas		X	
Use of logistics and consolidation centres		X	
Measures to encourage sustainable freight			
Freight by Water*		X	
Freight by Rail*		X	
Material procurement measures			
DfMA and off-site manufacture		X	
Re-use of material on site		X	
Smart procurement		X	
Other measures			
Collaboration with other sites in the area	X		
Implement a staff travel plan	X		

* If site, logistics and consolidation centre, or holding area are near to the foreshore of a navigable water-way or rail freight siding.

Traffic Management will be very important with adherence to designated routes and times required. Relevant plans and schedules will be drawn up on site and managed.

Delivery scheduling

Traffic Management Plan Checklist					
Delivery Request Form					
Date Required	Time on site (Hours)	Type of vehicle (artic lorry, flat bed, Rigid body, luton)	Method of distribution (hiab, tail lift, labour)	Labour required	Number of personnel

Traffic Management Plan Checklist										
Delivery Schedule										
Week Commencing										
	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
Sunday										

With The Arena having a variety of mixed use facilities the requirement to manage the delivery schedule is paramount. The gym will have peak hours early in the morning and the sandwich bars, retail units and offices will be busy throughout the day peaking at lunchtime. On the entrance to Stockley Park there are some large pull in areas which will need to be utilised to help manage the delivery traffic flow. The main building is to be a timber frame structure allowing a lot of DFMA off site which will reduce the number of deliveries into The Arena.

There are not many opportunities to reuse materials on site but the enabling works does generate an opportunity to reuse some of the material excavated out the ground to form an access ramp to enable deliveries and a piling mat which would negate the requirement to import and export stone for these temporary works.

During the prestart meeting with all subcontractors the following items will be discussed to ensure that all subcontractors are adhering to the CLP.

- The requirement for toolbox talks to take place weekly on environmental and safety across the development.
- The requirement to ensure all deliveries are booked in via the delivery schedule in line with not only site hours but peak trade hours for neighbouring businesses and that the logistics plan and traffic management plan are followed with minimal idling.
- Site hours and the means to receive the materials in a timely manor
- CLOCS – (Construction Logistics and Community safety) and the requirement for vehicles to be registered to the scheme
- FORS - Fleet Operator Recognition Scheme and the requirement for vehicles to be registered to the scheme.

The design approach to the new Travelodge has incorporated some off site manufacturing and partially manufactured items. This will aid the delivery of the project, minimise the waste produced and reduce the overall impact on the environment.

The frame will be a timber frame, the roof with finished roof panels reducing the labour and materials required to be delivered on site.

The bathrooms suites for each room are being installed as finished 'pods' and installed as the timber frame is erected so there is a vastly reduced element of internal finishing works.

The supporting frame has been changed from a concrete structure to a steel structure reducing the work force and number of construction vehicles during this process.

The car park works are phased early to allow circulation of the car park during the construction, this also allows the as dug material to be used within the construction boundary to form access roads and ramps.

At this present time there is no other developments within the Stockley Park area that would allow for collaboration, we are approaching local industrial units to locate additional parking for both site staff and management which again will help ease the pressure on the car park.

During the prestart meeting and in the site inductions staff travel will be mentioned including handouts for public transport, car sharing and locations of off site parking, and that a cycle storage area will be made available to encourage cycling to work.

Implementing, Monitoring and Updating

The plans and processes set out in this CMLP will be strictly adhered to and will be monitored by both on site and head office representatives of the contractors, plus the client project managers. Any updates to procedures required will be picked up as part of this process, with relevant interested parties advised.