

Fountain House Hotel



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Prepared for:

Rosemay Hotels Ltd

Our ref: 24168501

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1 Introduction

Background

- 1.1 This Outline Construction Logistics Plan (CLP) has been prepared by Steer on behalf of Rosemay Hotels Ltd (the Applicant) to support the planning application for the refurbishment of the Fountain House Hotel, located at 116-118 Church Road, Hayes, UB3 2LW in London Borough of Hillingdon (LBH). A site context plan is included in **Chapter 2**.
- 1.2 The inclusion of an Outline CLP within the planning application was requested by LBH in their pre-application planning advice to PTP Architects, dated 11th October 2021.
- 1.3 The Contractor has not been appointed at the time of this CLP being produced. Further construction details will be provided in a Detailed CLP, following the appointment of the construction contractor. The Detailed CLP will be submitted to LBH for approval pre-commencement of construction works.

Objectives of the CLP

CLP Overview

- 1.4 The 'Construction Logistics Planning (CLP) Guidance Logistics Plan' document, produced by Transport for London (TfL), identifies the benefits of CLPs to local authorities, residents, building developers and freight operators.
- 1.5 In summary CLPs have the potential to:
 - Help developers comply with national, regional and local planning policy;
 - Demonstrate that construction materials can be delivered and construction waste can be removed in a safe, efficient and sustainable manner;
 - Identify deliveries to the site that may be re-timed, reduced or consolidated, particularly during peak periods;
 - Help cut congestion on London's road network;
 - Improve the reliability of deliveries and waste collection;
 - Reduce operating costs for developers, contractors and suppliers; and
 - Reduce the impact of the development's construction upon residents, businesses and other stakeholders.

CLP Objectives

- 1.6 The overall objective of this CLP is:

To minimise the impacts of construction-related vehicle movements and facilitate sustainable construction travel to the site.
- 1.7 To support the realisation of this objective, several sub-objectives have been set out and include:
 - Encouraging construction workers to travel to the site by non-car modes;

- Promote smarter operations that reduce the need for construction travel or that reduce or eliminate trips in peak periods;
- Encouraging greater use of sustainable freight modes;
- Encouraging the use of greener vehicles;
- Managing the on-going development and delivery of the CLP with construction contractors;
- Communication of site delivery and servicing facilities to workers and suppliers; and
- Encouraging the most efficient use of construction freight vehicles.

Policy

- 1.8 The following national, regional and local policy and guidance documents have been followed in producing this document.

National Policy and Guidance Documents

- National Planning Policy Framework (2019); and
- National Planning Practice Guidance (first published March 2014).

Regional Policy and Guidance Documents

- The London Plan – the Spatial Development Strategy for Greater London (March 2021);
- Mayor’s Transport Strategy (March 2018);
- TfL Construction Logistics Plan Guidance (April 2021);
- Construction Logistics and Community Safety (CLOCS);
- Fleet Operator Recognition Scheme (FORS); and
- Considerate Constructors Scheme (CCS).

Local Policy and Guidance Documents

- Hillingdon Local Plan: Part 1 – Strategic Policies (2012);
- Hillingdon Local Plan: Part 2 – Development Management Policies (2020);
- Hillingdon Local Plan: Part 2 – Site Allocations and Designations (2020); and
- Hillingdon Third Local Implementation plan (LIP3) 2019-2041 (2019).

Development Proposals

Site Context

- 1.9 This proposed refurbishment is to be undertaken on the existing Fountain House Hotel at 116-118 Church Road, Hayes, UB3 2LW in the London Borough of Hillingdon (LBH). The hotel is located to the northeast of the Church Road/ St Mary’s Road junction.

Scope and Size of Development

- 1.10 The full description of the proposed development is:

‘The development is an existing hotel with 29 rooms. The proposed changes will result in 28 rooms. The principal changes include refurbishment, alterations and extensions. The existing vehicular accesses on Church Rd and St Mary’s Rd will remain.’

1.11 Table 1.1 details the area schedule for the existing and Proposed Development.

Table 1.1: Area Schedule Comparing Existing and Proposed Floor Areas (sq.m)

Location	Existing (sq.m)	Proposed (sq.m)
Basement	0	50.6
Existing Ground Floor Area	366.7	438.7
Existing First Floor Area	310.4	387.9
Total	677.1	877.2

Parking Suspension

1.12 The suspension of one-two parking bays on the northern side of St Mary's Road may potentially be required. This potential requirement will be confirmed at a later stage in the Detailed CLP following the contractor appointment.

Hours of Operation

1.13 The proposed site working hours will be as follows:

- 08:00 – 18:00 Monday to Friday;
- 08:00 – 13:00 Saturday; and
- No working on Sundays or Bank Holidays.

CLP Structure

1.14 This CLP is divided into the following chapters:

- **Chapter 1:** Introduction;
- **Chapter 2:** Context, Considerations and Challenges;
- **Chapter 3:** Construction Programme and Methodology;
- **Chapter 4:** Vehicle Routing and Site Access;
- **Chapter 5:** Estimated Vehicle Movements;
- **Chapter 6:** Strategies to Reduce Impacts;
- **Chapter 7:** Implementing, Monitoring and Updating; and
- **Chapter 8:** Summary and Conclusion.

2 Context, Considerations and Challenges

Background

- 2.1 This chapter describes the current situation on and around the site. It includes plans which show the site context at different scales in relation to the surrounding areas.
- 2.2 The Site boundary can be seen in **Figure 2.1**, the Local Context Plan.

Highways, Carriageways and Footways

- 2.3 Church Road is a single carriageway two-way road which predominately provides access to Hayes from The Pkwy, via the A402, Uxbridge Road.

Church Road is subject to a 20mph speed restriction, and St Mary's Road and Freemans Lane are subject to 30mph speed restrictions. There are Double Yellow Lines on both sides of Church Rd in front of the site, whilst south of St Mary's Rd, the kerbside designation changes to Single Yellow Lines.
- 2.4 St Mary's Road and Freemans Lane is a single carriageway two-way road which predominantly provides access to surrounding residential streets.
- 2.5 St Marys Road away from the junction with Church Road has no on carriageway parking restrictions (excepting the mouth of the junction, which has Double Yellow Lines). Vehicles are encouraged to park wholly off the carriageway and on the footpath on which white lining is present to demarcate the parking areas. There are circa four parking spaces on the footway directly to the south of the site.
- 2.6 The regional network is shown in **Figure 2.2**.

Existing Site vehicle Access

- 2.7 The site has two crossovers off St Mary's Road. It is understood from the client that all vehicular accesses will remain as existing. The existing and proposed site plans are included in **Appendix A**.
- 2.8 The proposed refurbishment involves no changes to the existing vehicular crossovers.

Site PTAL

- 2.9 The site has a low Public Transport Accessibility Level (PTAL) of 2.

Railway and London Underground

- 2.10 Hayes and Harlington station is the closest railway station, located 1.6km to the south of the Site. There are also Sheffield stands provided on Station Approach. Hillingdon London Underground Stations is roughly 5.6km from the Site.

- 2.11 Based on this, construction at the site is not anticipated to disrupt the station or the railways used by both Metropolitan Line and Piccadilly Line.

Bus Routes

- 2.12 The site is located within the vicinity of several bus routes with bus stops located on Church Road.
- 2.13 Bus services include 195, 278, 698, and H98 (in both directions) at Freemans Lane (Stop L) and Longmead Road (Stop SL), providing connections to Heathrow Airport, Hounslow, Brentford, West Drayton, Hayes, Hillingdon, and Ruislip.
- 2.14 There are no anticipated highway closures associated with the proposed construction works and it can be assumed there will be no disruption to these bus services.

Cycling

- 2.15 There are segregated cycleways on Uxbridge Road. A4020 Uxbridge Road serves part of LCN route 39 and offers a connection between Uxbridge and West End via Shepherd's Bush.

Pedestrian Facilities

- 2.16 Footways exist on both sides of Church Road and St Mary's Road. Crossing locations are furnished with tactile paving. The nearest pedestrian crossing to the site is situated outside the site at the junction of Church Road/St Mary's Road.

Considerations and Challenges

Local Residential Receptors

- 2.17 The proposed development is situated adjacent and opposite to residential dwellings on Church Road and St Mary's Road.
- 2.18 Throughout the construction programme, the Contractor will minimise the impact on these dwellings and their residents. Concerns of residents will include the impact of noise and air quality as well as any impacts associated with additional vehicular movements.

Schools

- 2.19 There are a number of schools in close proximity to the Site, or along the construction vehicle routes:
- Coat of Many Colours Nursery on Church Road;
 - Options West London Community College on Church Road; and
 - Dr Triplett's Church of England Primary School on Hemmen Lane.
- 2.20 The prevalence of these schools means there are school children walking routes that will use Church Lane. Construction vehicles will avoid the AM and PM drop off and pick up periods.
- 2.21 There are no schools in close proximity to the Site or along the construction vehicle routes, therefore there are no expected impacts that require mitigation.

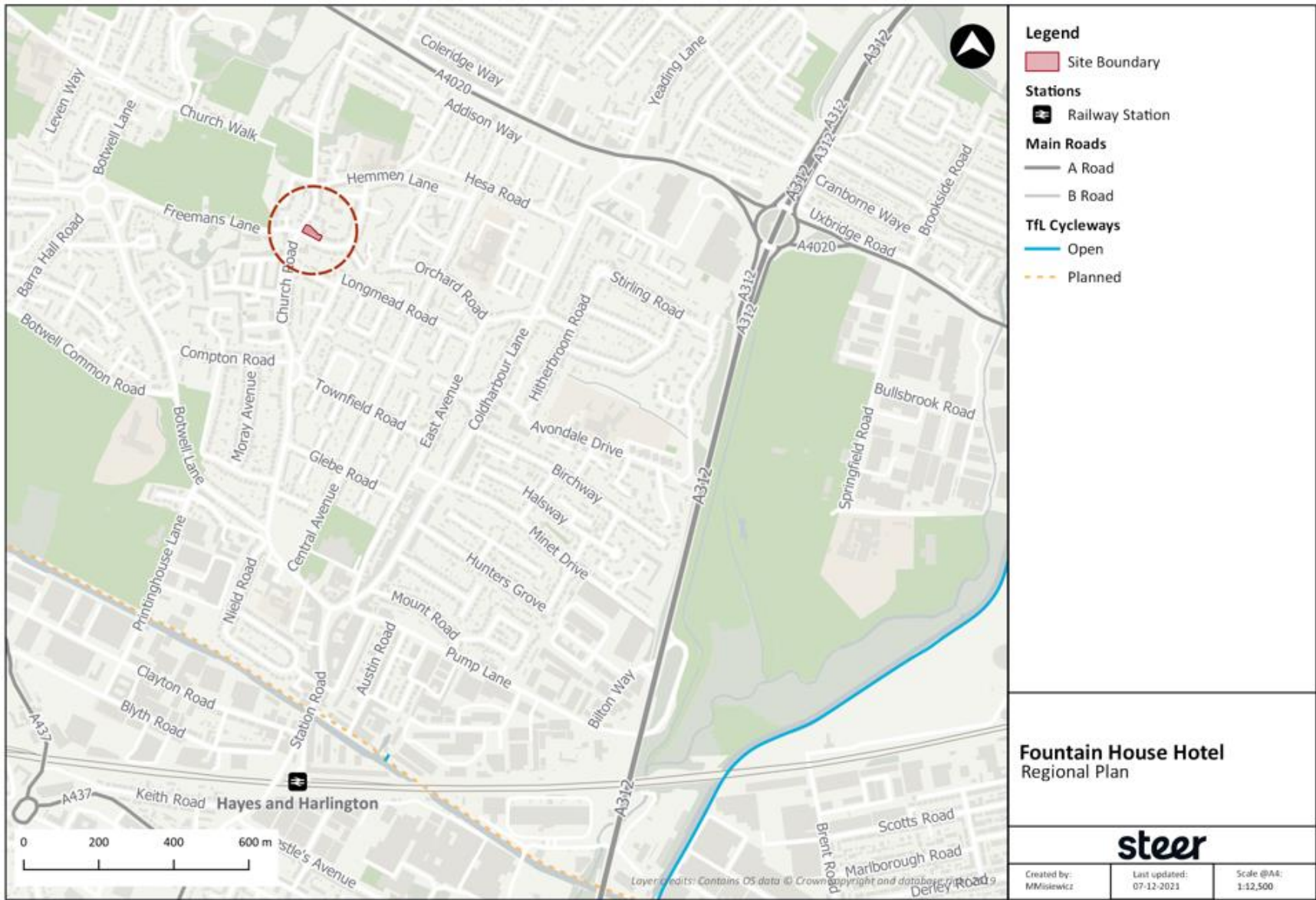
Vulnerable Road Users

- 2.22 It is important to ensure that appropriate measures are put in place to minimise and mitigate any adverse effects of construction on the adjacent public realm and streets to reduce potential conflict.

Figure 2.1: Local Context Plan



Figure 2.2: Regional Plan



3 Construction Programme and Working Hours

Programme

- 3.1 This chapter outlines the construction programme and the methodology for the proposed construction works, as outlined below in **Table 3.1**. The indicative delivery programme has been estimated at approximately 60 weeks, with construction commencing in January 2022 and completion anticipated in February 2023.

Table 3.1: Construction Stages and Programme

Construction Stage	Start	End	Duration (weeks)
Hotel Emptying	January 2022	January 2022	2
Site Setup	March 2022	March 2022	4
Basement Excavation & Piling	April/May 2022	May/June 2022	6
Sub-Structure/Drainage	April/May 2022	June 2022	8
Super-Structure	July 2022	September 2022	10
Cladding	September 2022	November 2022	10
Fit-out, Testing and Commissioning	September 2022	February 2023	26

Working Hours

- 3.2 The site working hours will be as follows:
- 08:00 – 18:00 Monday to Friday;
 - 08:00 – 13:00 Saturday; and
 - No working on Sundays or Bank Holidays.
- 3.3 Furthermore, no works and deliveries will be taken place during the night.
- 3.4 All works will be undertaken within the agreed hours, unless or in the event of exceptional circumstances such as:
- An emergency or health and safety issue demands continuation of works (e.g. if safety hoarding is dislodged and needs to be replaced);
 - Works are being carried out within the containment of the building envelope;
 - Completion of an operation that would otherwise cause greater interference with the environment/general public is left unfinished;
 - A requirement to complete concrete pours due to unforeseen overruns caused by, for example, offsite batching plant issues and traffic delays.

4 Vehicle Routing and Site Access

Vehicle Routing and Sizes

- 4.1 Construction traffic will access the proposed development via the A312 The Pkwy, via the A4020 Uxbridge Road, and Church Road, as illustrated in **Figure 4.1 and 4.2**.
- 4.2 The largest vehicles proposed for construction are 6.3m Skip Lorry, 8.4m long Concrete Mixer and 8m 6-Wheeler Truck.
- 4.3 The existing site ground floor plan, proposed site ground floor plan and the swept path analysis drawings are included in **Appendix A**.
- 4.4 For the scale of the development, no highway improvements will be carried out and the routing choice will be made based on the material origins.

Site Access

Hoarding

- 4.5 Protective hoarding will be provided but this will be within the site boundary and will therefore, not require a licence.

Vehicles, Equipment and Materials

- 4.6 All vehicles arriving at the Site will park/ unload within the Site at the eastern side of the building. These vehicles will need to reverse into the site, with banksman ensuring this manoeuvre occurs safely. The reversing manoeuvre will require the suspension of one on footway parking space to the east of the St Mary's Road crossover as shown in **Appendix A**.
- 4.7 Most of the materials are to be delivered in flat bed lorries. HGV's may be required from local building merchants.
- 4.8 Materials and plant being delivered to the site will be off-loaded and stored securely within the Site. No materials will be stored on the public highway.
- 4.9 Concrete mixers will be site based and being utilised within the site boundary.
- 4.10 A skip will be located within the Site on the East side of the building. Spoil and material arising from the excavation phases will be stored within the skip, however, the skip will be required for the whole duration of the works.
- 4.11 Site operatives and drivers will be instructed to comply immediately with the requirements of any of the statutory emergency services.
- 4.12 The Site Manager will ensure that construction activities do not impede the movement of the waste vehicles.
- 4.13 Pedestrian activity will be managed to ensure that there is no conflict between construction vehicles and pedestrian movements. The banksmen will be responsible for this.

- 4.14 The Plan requires particular attention to the vulnerable and less able to ensure their safety with respect and consideration.

Figure 4.1: Regional Routing Plan – Construction Vehicle Access and Routing

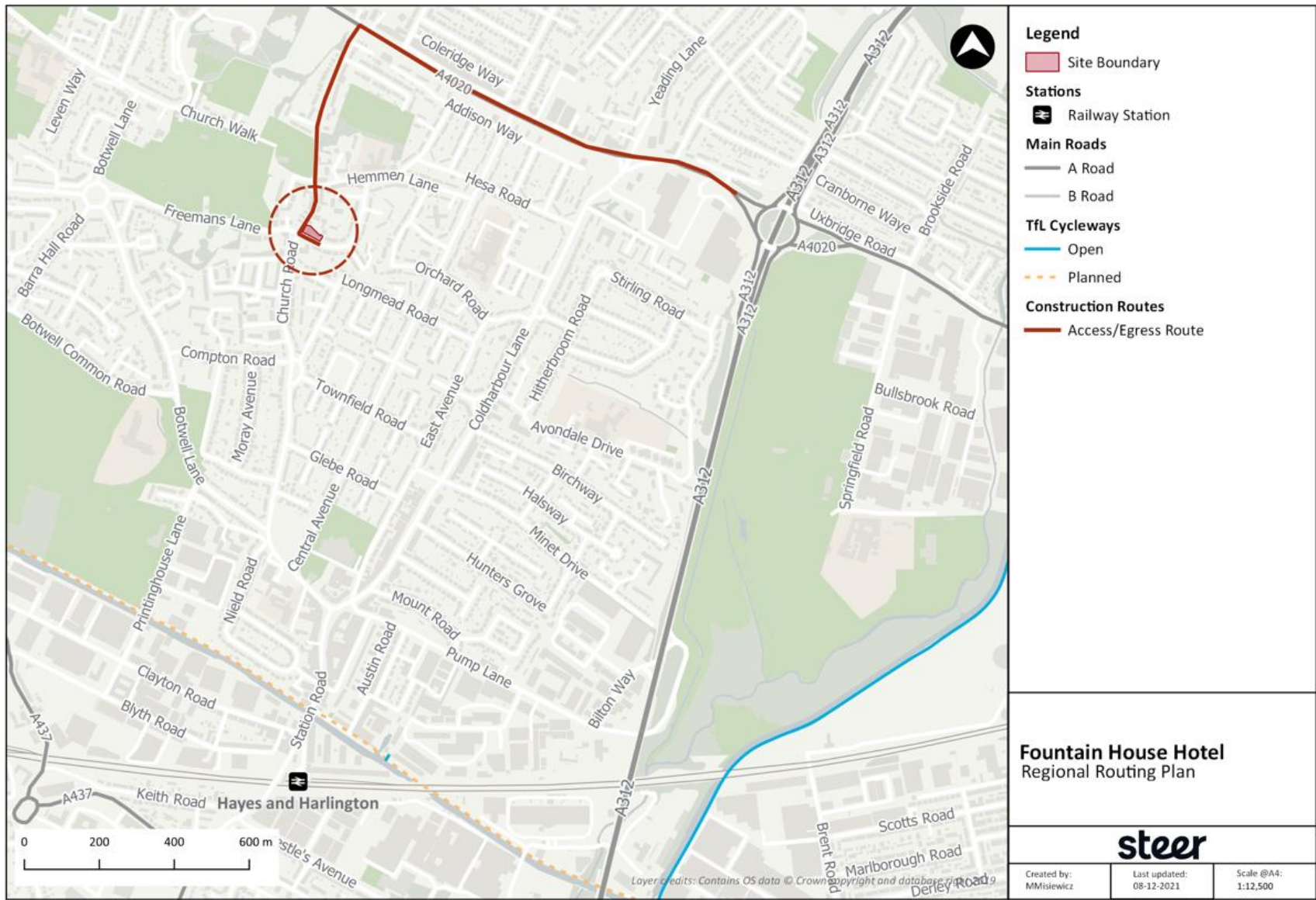
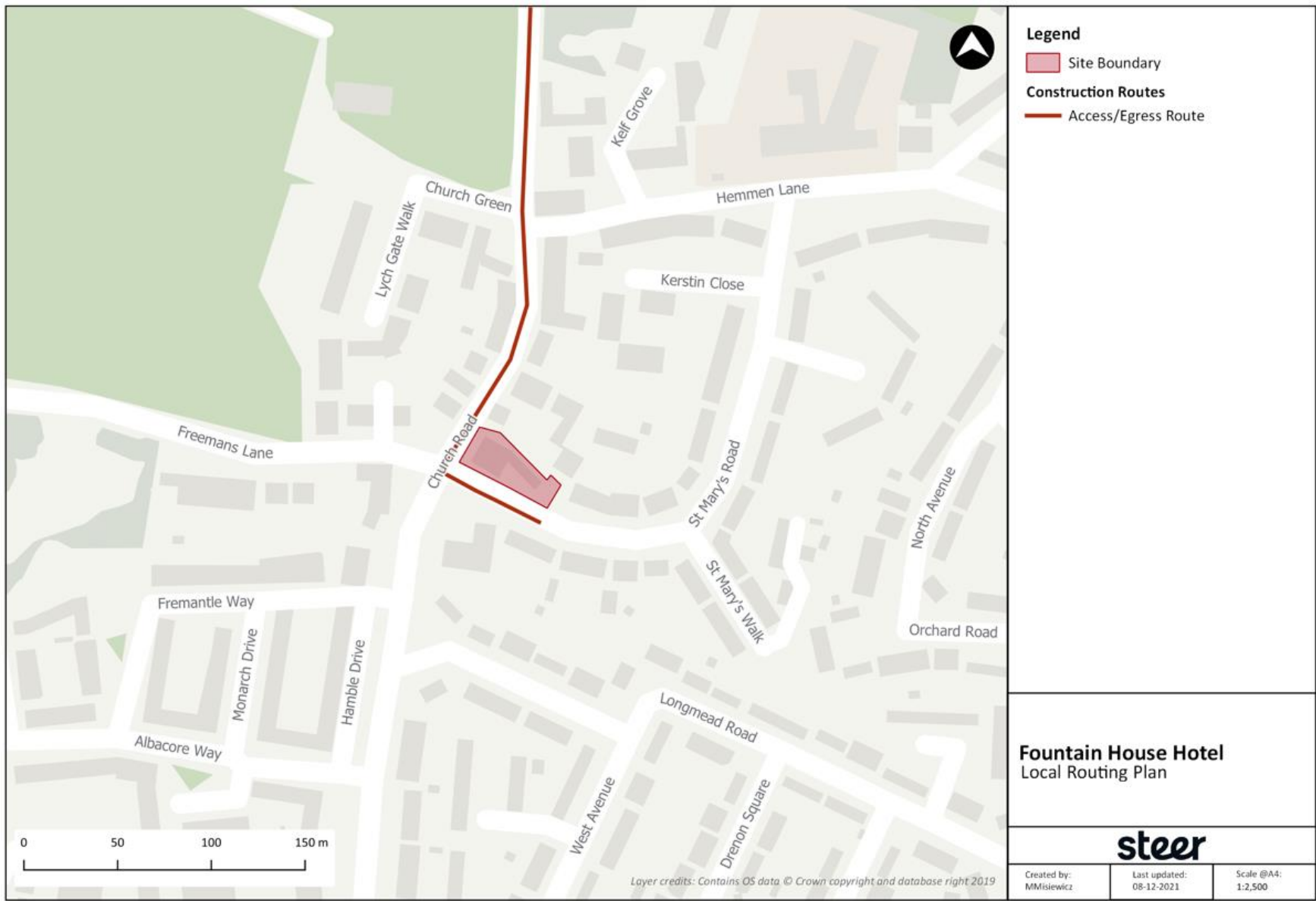


Figure 4.2: Local Routing Plan – Construction Vehicle Access and Routing



5 Estimated Vehicle Movements

Impact and Highway Capacity

- 5.1 An estimation of the total number of vehicle trips associated with the proposed development has been calculated.
- 5.2 **Table 5.1** shows the estimated average and peak vehicle trips during the construction works, based on a 60-week programme.
- 5.3 During peak construction, approximately 45 construction vehicles per month are estimated, which equates to an average of one vehicle per day, with a maximum of two vehicles per day expected. This level of construction vehicle activity is not expected to have any significant impact on the local highway network and access will be carefully managed by banksmen.

Table 5.1: Predicted Peak Construction Trips

Peak construction vehicles (per month)	Peak construction vehicles (per day)	Peak construction vehicles (per hour)
45	2	1

N.B figures rounded to nearest whole number

- 5.4 As presented within **Table 5.1**, a peak of 45 vehicles per month is estimated, this is expected to occur in May 2022, during the Basement Excavation & Piling and Substructure/Drainage phases.
- 5.5 This level of construction vehicles is expected to have a negligible impact on the local highway network as this equates to an average daily total of two vehicles.
- 5.6 As set out in **Chapter 2**, as construction progresses, the Contractor will continue to carefully consider the cumulative impacts associated with construction at this site, in the context of any other local external construction sites.

6 Strategies to Reduce Impacts

Planned Measures

- 6.1 This chapter describes measures that can be implemented to ensure the CLP is effective in achieving the aims of reducing environmental impact, road risk, congestion and cost. Planned measures are specific techniques which will manage the challenges identified in **Chapter 2**.
- 6.2 The planned measures set out in **Table 6.1**, are SMART (Specific, Measurable, Agreed, Realistic, Timely), easily interpreted, implemented and monitored. The measures are split out into committed, proposed and considered measure.

Table 6.1: Planned Measures

Planned Measure Checklist	Committed	Proposed	Considered
Advanced Notifications			
Advanced notification will be given to neighbours and other interested parties.	X		
Parking Bay Suspensions			
Parking bay suspensions to be applied for in advance	X		
On-site Contact details			
Contractor Contact details to be provided on-site	X		
Noise, Vibration and Dust Control			
Implement, noise, vibration and dust control measures	X		
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	
Vehicle choice			X
Material procurement measures			
DfMA and offsite manufacture		X	
Re-use of material on site where possible		X	
Smart Procurement		X	

Advanced Notifications

Neighbours & Interested parties

- 6.3 The contact details of the person(s) responsible for the site works for the duration of the works, will be provided to local stakeholders in advance of the work commencement. Local residents can contact the contractor to raise any concerns regarding residual impacts such as noise and dust.

Site Contact Details

- 6.4 The lead contractor will be contactable during office hours. An Information board on the site hoarding will show contact details for key personnel. A 24-hour emergency contact number will also be provided.
- 6.5 The Site Manager will liaise with local residents and the Managers for other local construction activities. The Site Manager will act as a point of contact to resolve any issues promptly and to adapt the Management Plan and the Logistics Plan as necessary. The Site Manager will keep a record of any issues.

Safety and Environmental Standards and Programmes

- 6.6 The contractor will be committed to ensuring all contractor and sub-contractor vehicles arriving at site comply with sufficient safety measures and requirements relating to work related road risk.
- 6.7 Industry best practice will be adopted wherever possible to support the construction phase of the development. This will be achieved by ensuring that through the procurement process the main and sub-contractors employed will be members of or signed up to relevant best practice schemes and initiatives including, for example:
- CCS – promotes best practice that relates to on-site activities and those in the vicinity of the site.
 - FORS – for suppliers that deliver to, and hauliers that visit the site, we will mandate these businesses to be members of FORS before they could deliver to site.
 - CLOCS – brings the construction logistics industry together to revolutionise the management of work-related road risk and ensure a road safety culture is embedded across the industry. The aim is to ultimately help protect vulnerable road users who share the roads with construction vehicles.

Adherence to Designated Routes

- 6.8 Routes to and from the site have been provided in **Chapter 4**. These routes have been chosen to minimise conflict with other road users, in particular vulnerable road users. The route plans will be issued to all suppliers to ensure all drivers are briefed on the required route. The supplier will be made aware that these routes are required to be followed at all times unless agreed or alternate diversions are in place.

Vehicle Marshals

- 6.9 A vehicle marshal will be used when larger vehicles attend the site and for any reversing vehicles. Any vehicle reversing would be kept to an absolute minimum.
- 6.10 This individual will attend all deliveries and collections wearing high visibility jackets and be ready to inform other users and particularly the vulnerable to follow their direction to maintain

safety. This may include escorting users to the other side of the road and asking other vehicles to wait for the roadway to clear.

Delivery Scheduling

- 6.11 All contractors and suppliers to the site will be pre-booked to control and manage the volume of deliveries to site. If anyone turns up outside their specified delivery slot they will be turned away.
- 6.12 The site will attempt to time all deliveries outside of the AM peak hours (07:00 to 10:00) and PM peak hours (14:00 to 18:00), to reduce conflict with the local area as much as possible. Also, no work or deliveries will take place during night time.

Compliance Arrangements

- 6.13 For those suppliers and hauliers that fail to follow advice to avoid delivering during peak periods or other instructions, the site manager will liaise with these operators to ensure their level of compliance improves. Should an improvement not be forthcoming then the supplier may be removed from the contract.
- 6.14 An incident and complaints register will be created into which incidents and complaints can be recorded. Once entered, the incident and complaint will be dealt with using the normal procedures that the main contractor has in place.

Material Consolidation

- 6.15 It is not intended to use a specific consolidation centre for this project, however the contractor will work with suppliers to ensure that full vehicle loads are sent to site wherever possible.

Material Procurement

- 6.16 Where possible and viable, off-site manufacturing of various construction elements will be used where practicable to help reduce vehicle movements.
- 6.17 The project will identify suppliers who have been recognised to implement measures in line with the CLP's objectives, such as reducing vehicle movements and having FORS and CLOCS accreditation.

7 Implementing, Monitoring and Updating

Introduction

- 7.1 This CLP will be implemented throughout the construction programme to ensure it is effective. This CLP is a 'living document' and as such should be updated during construction if any significant changes to the scope or programme of construction occur.

Implementation

- 7.2 The Contractor will be responsible for the implementation of this CLP and monitoring:
- Number of vehicle movements to site; collected through a delivery management system:
 - Total;
 - By vehicle type, size and age;
 - Origin and destination;
 - Dwell time on site; and
 - Delivery and collection accuracy compared to schedule.
 - Breaches and complaints:
 - Vehicle routing;
 - Unacceptable queuing and parking;
 - Supplier FORS accreditation; and
 - Ultra Low Emission Zone (ULEZ) compliance.
 - Safety:
 - Logistics-related accidents;
 - Methods staff are travelling to site
 - Record of any serious or fatal injuries; and
 - Any operations not meeting safety requirements.

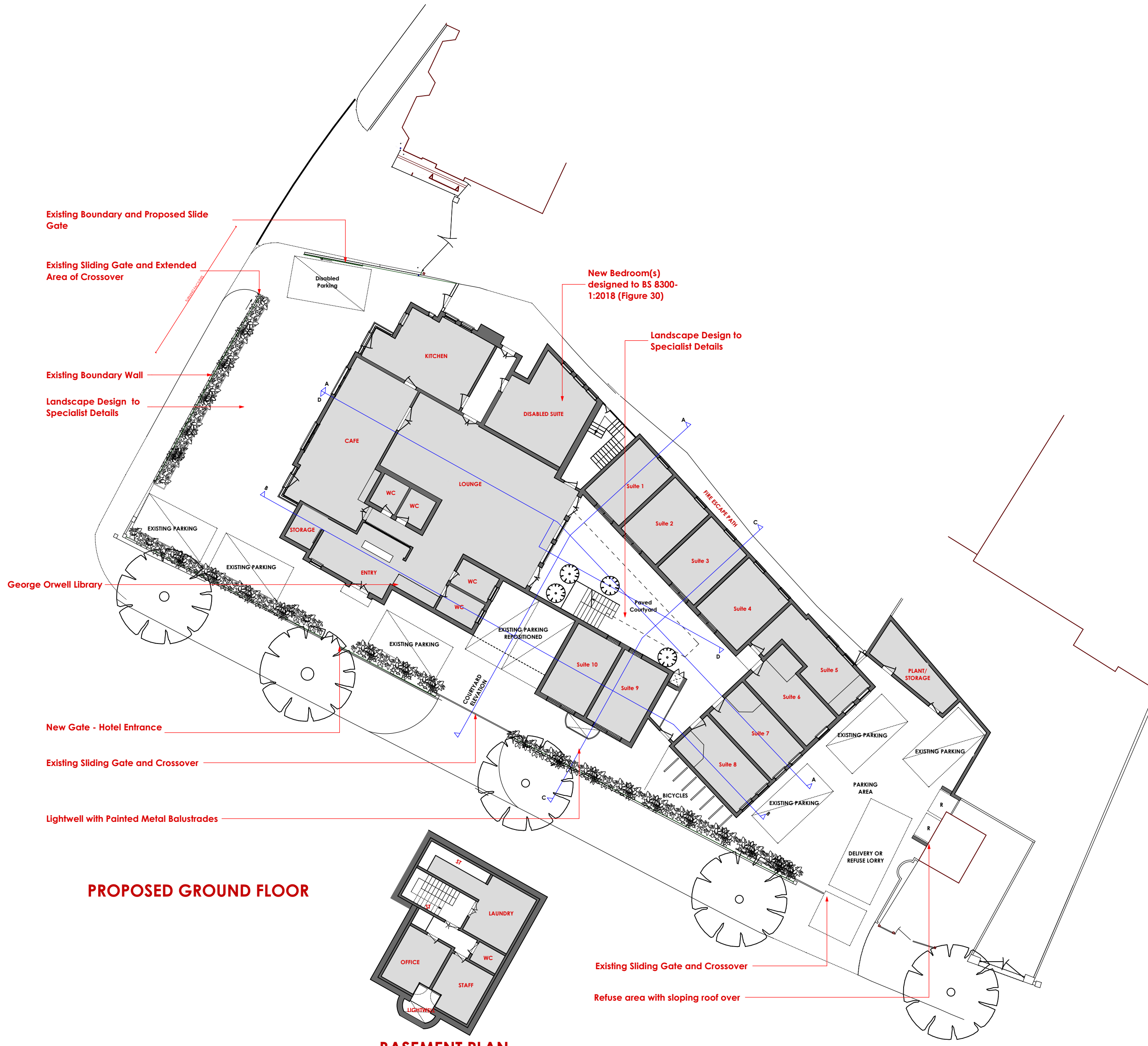
8 Summary and Conclusion

- 8.1 Steer has produced an outline CLP on behalf of the Applicant, for the refurbishment of the Fountain House Hotel. Further construction details will be provided once the Contractor is appointed and a Detailed CLP will be submitted to LBH for approval prior to the commencement of construction works.
- 8.2 The objectives of this CLP are to:
- Lower emissions;
 - Enhance safety – improve vehicle and road user safety; and
 - Reduce congestion and impacts on the highway network and adjacent land uses – reduce trips overall, especially in peak periods.
- 8.3 National, regional and local policy and guidance has been considered to ensure that a compliant CLP has been produced.
- 8.4 The forecast number of construction vehicle trips are circa 45 vehicles in the peak month with a maximum of two vehicles per day.
- 8.5 The expected number of construction vehicle movements is expected to have a negligible impact on the safe operation and capacity of the local highway network.
- 8.6 A number of planned measures are then proposed in order to minimise and manage the impact of the development on the road network. These include but are not limited to adherence to designated routes, the use of vehicle marshals, use of delivery management system and the use of contractors signed up to relevant best practice schemes and initiatives such as FORS and CLOCS.
- 8.7 Implementation of the CLP will be the responsibility of the appointed Construction Logistics Manager. The CLP will be implemented and updated as required based on monthly reviews considering vehicle movements and planned measures.

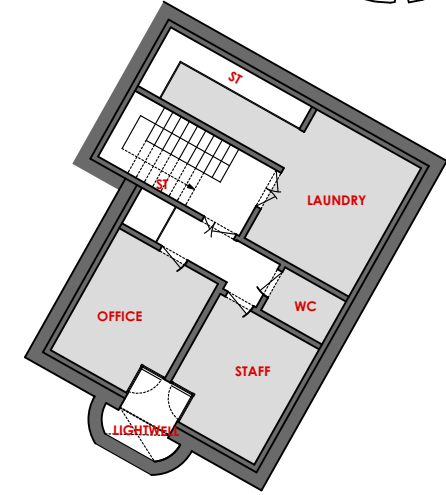
Appendix - Site Plan and Swept Path Analysis



EXISTING GROUND FLOOR



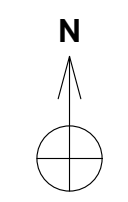
PROPOSED GROUND FLOOR



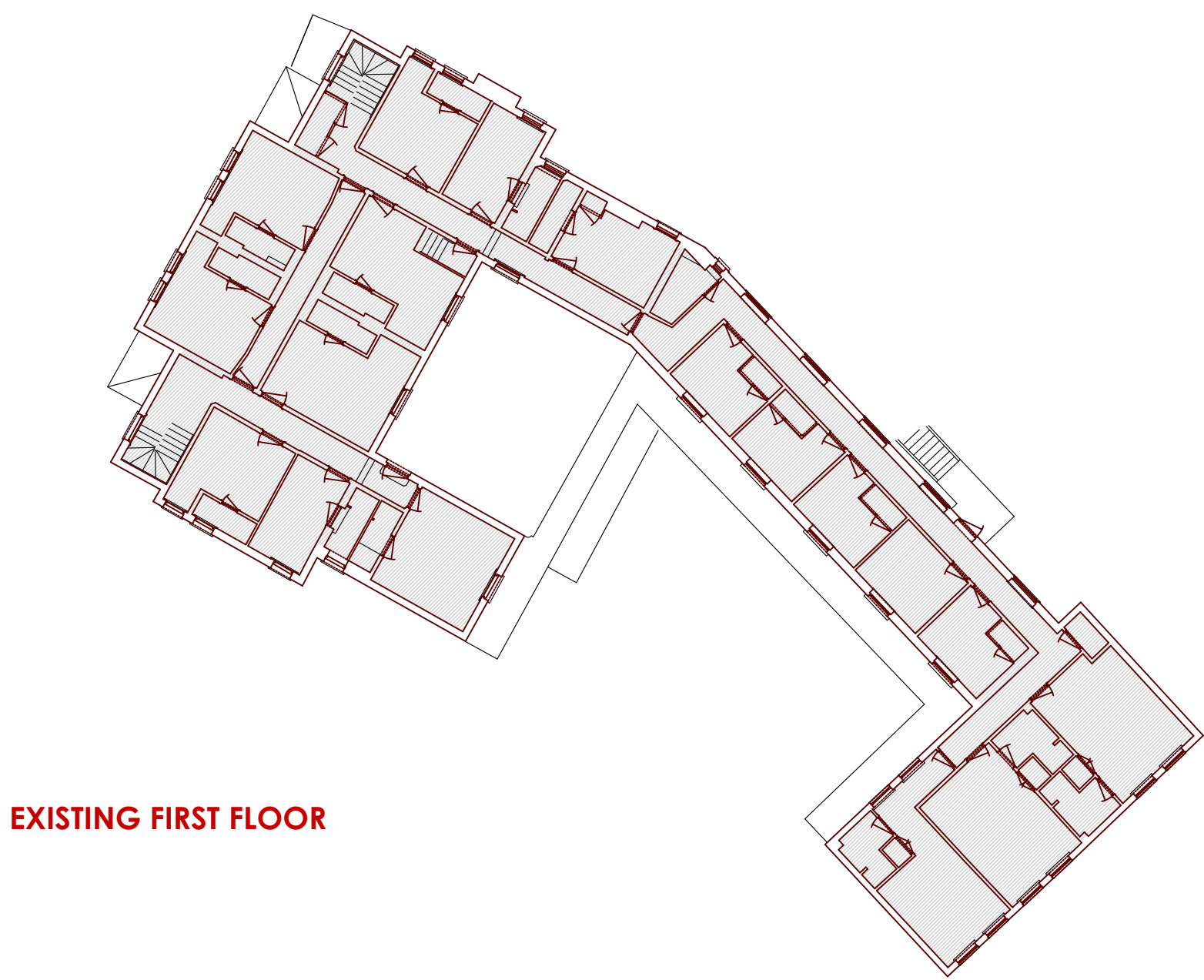
RASCAMMENT PLAN



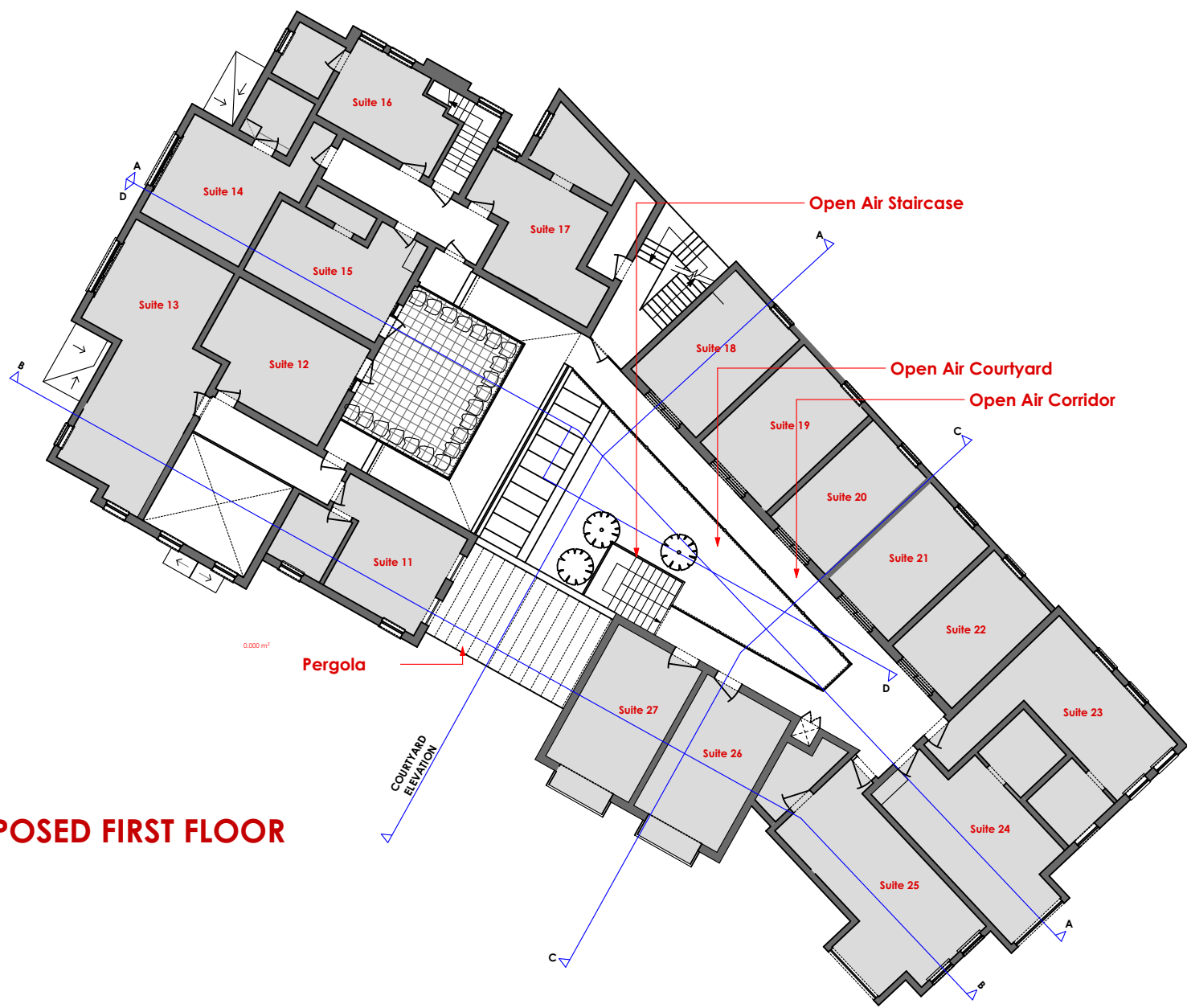
SCALE BAR (METERS)



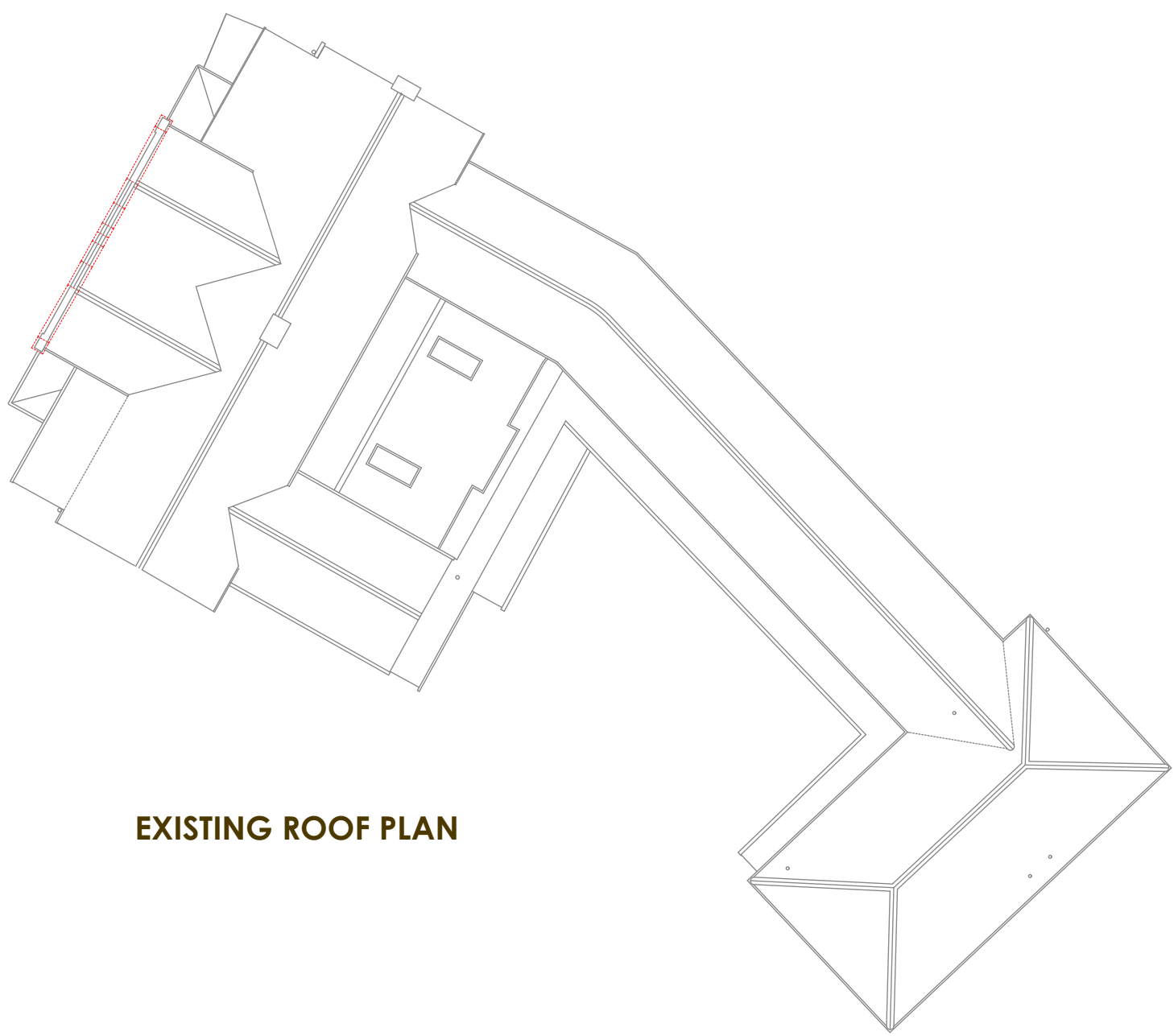
PTP	
architects London	
Walmer Courtyard 225 Walmer Road Holland Park London W11 4EY Tel : 0207 - 221 5568 E-mail: mail@ptp-architects.com	
Site :	
Drg no : FHH- PP-101	
EXISTING AND PROPOSED Title : GROUND FLOOR PLAN	
Date : 01 DECEMBER 2021	
Scale : 1:200 @ A3	
Do not scale this from drawing : All dimensions to be checked on site	
Rev.	Date
PLANNING APPLICATION	
Last Revision - note :	
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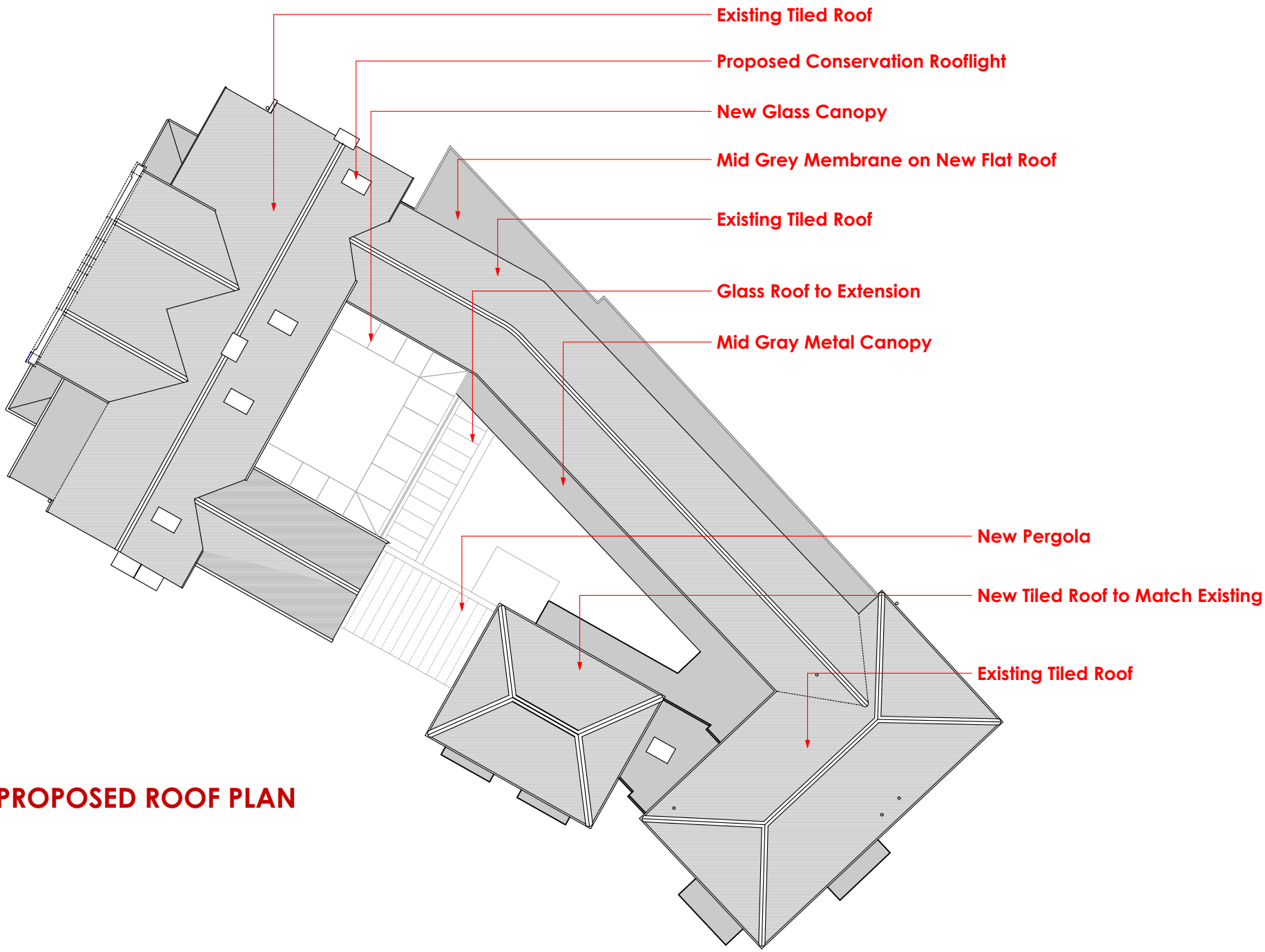
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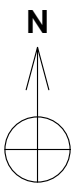
PROPOSED FIRST FLOOR



EXISTING ROOF PLAN

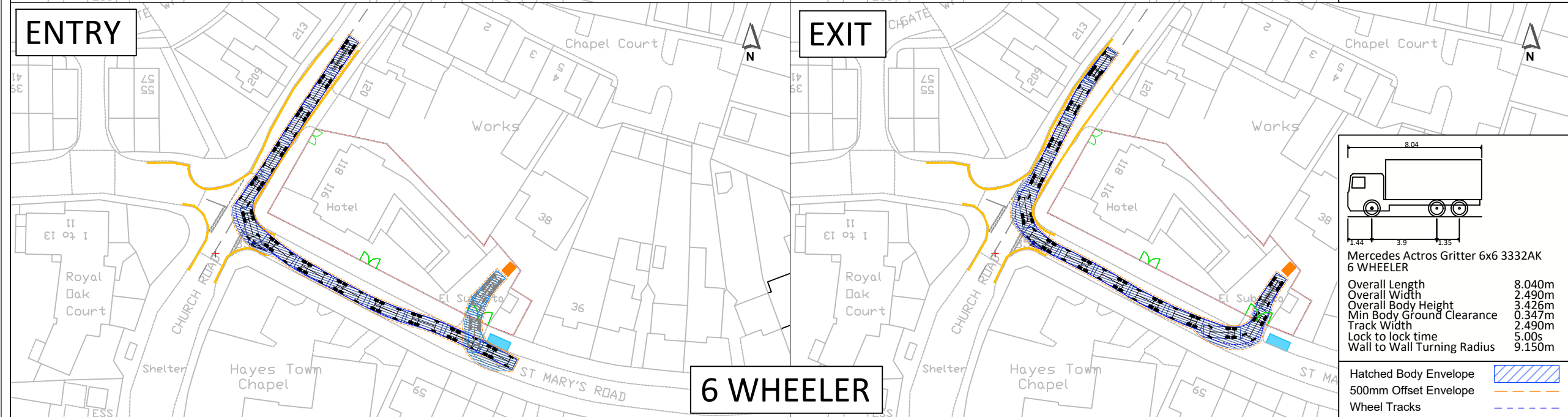
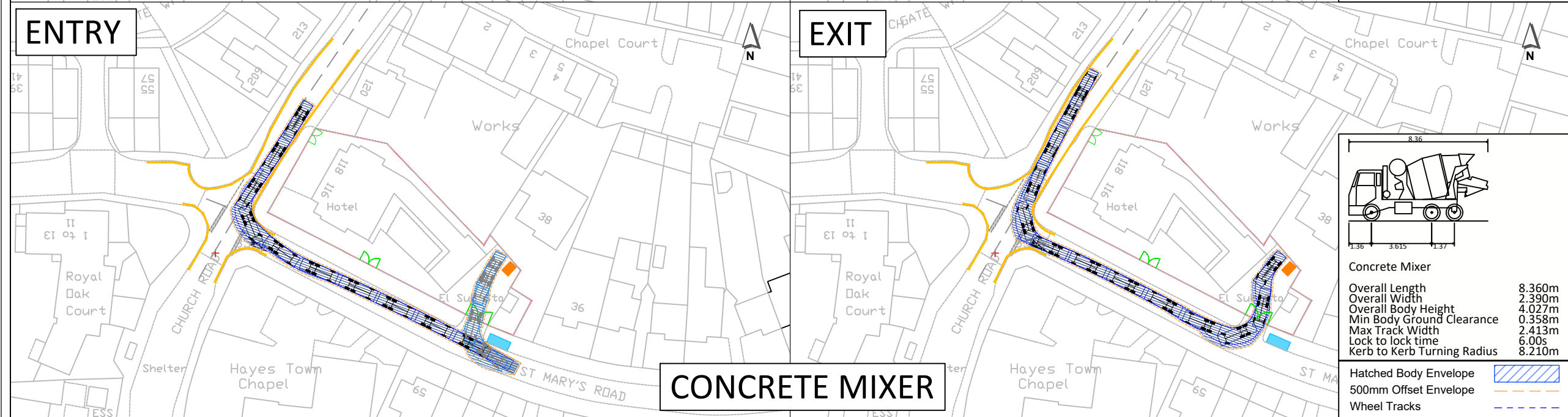
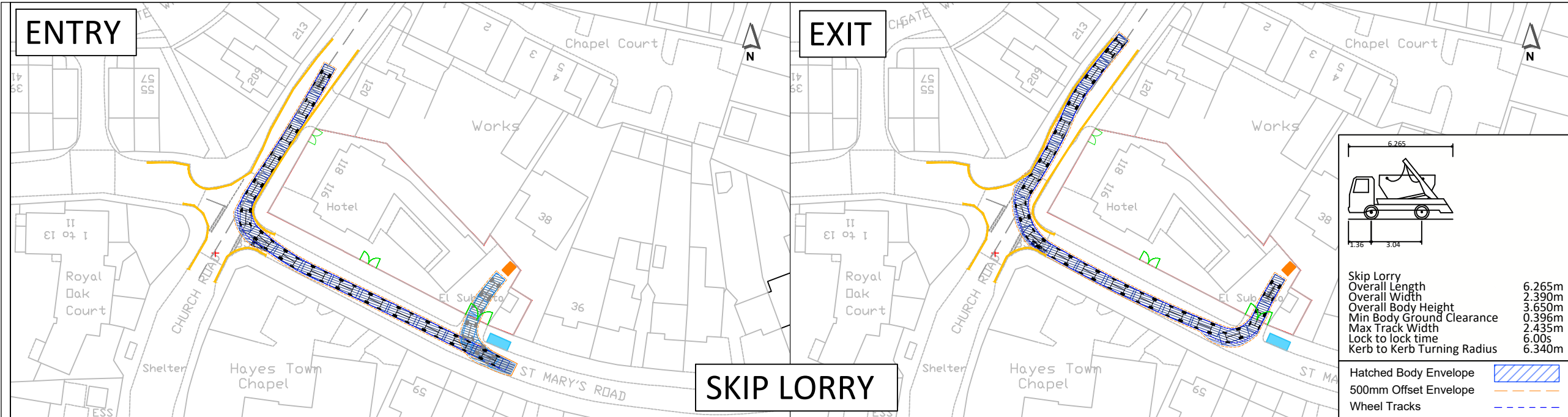


PROPOSED ROOF PLAN



SCALE BAR (METERS)

PTP	
architects London	
Walmer Courtyard 225 Walmer Road Holland Park London W11 4EY Tel : 0207 - 221 5568 E-mail: mail@ptp-architects.com	
Site :	
Drg no : FHH- PP-102	
EXISTING AND PROPOSED FIRST FLOOR PLAN AND ROOF PLAN	
Date : 01 DECEMBER 2021	
Scale : 1:200 @ A3	
Do not scale this from drawing : All dimensions to be checked on site	
Rev.	Date
PLANNING APPLICATION	
Last Revision - note :	
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- NOTES:
- ALL DIMENSIONS SHOWN IN METRES UNLESS OTHERWISE SPECIFIED.
 - DO NOT SCALE FROM THIS DRAWINGS.
 - OS MAPPING IS PROVIDED BY PTP ON 06/12/2021.
 - PROPOSED LAYOUT IS PROVIDED BY PTP ON 08/12/2021.

- KEYS:
- HOARDING LINE
 - SKIP
 - POTENTIAL PARKING SUSPENSION
 - CONSTRUCTION SITE ACCESS
 - EXISTING ROAD MARKINGS
 - EXISTING DOUBLE YELLOW LINES

PO	08/12/21	ORIGINAL ISSUE	RKO	JZC	MHU
REV	DATE	DESCRIPTION	DES	CHK	APP

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Client: FOUNTAIN HOUSE HOTEL

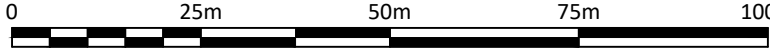
Project Title: FOUNTAIN HOUSE HOTEL

Drawing Title: INDICATIVE CONSTRUCTION ACCESS ARRANGEMENT VEHICLE PARKING AREA

Status: FIT FOR INFORMATION

Size: A3	Scale: 1:1000	Suitability: S2	Rev: P0
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Drawing No. 24168501-STR-HGN-100-DR-D-10101



Control Information

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Steer project/proposal number

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Distribution

Client:

Steer:

Version control/issue number

D1
D2

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