Outline Construction Logistics Plan

151 Shaftesbury Avenue

Royal London Mutual Insurance Society Limited

30 May 2024

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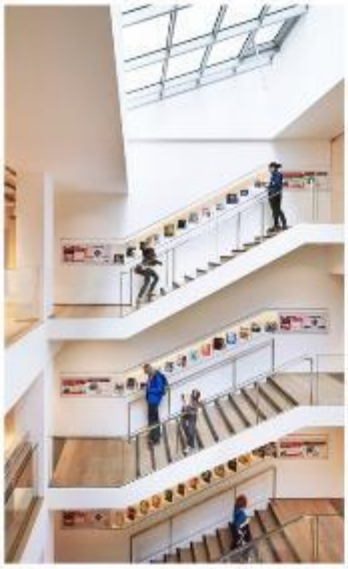
Issue P01



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Contents

1. Introduction

1.1. Objectives

Hilson Moran have been appointed by Royal London Mutual Insurance Society Limited (RLMIS Ltd) undertake an Outline CLP for the Proposed Development at 151 Shaftesbury Avenue, London, WC2H 8AL. The scheme is in located in the London Borough of Camden (LBC).

This CLP has been prepared to set out how construction activity will be managed to ensure minimal construction impacts on the surrounding network.

1.2. Site Context

The site location in context with the wider area is shown in **Figure 1.1**

The site comprises of an office building located on the north site of Shaftesbury Avenue, between Covent Garden and Tottenham Court Road Station's. The existing building provides approximately 6,563 sqm (GIA) of office (Class E) floorspace across Ground + 8 Floors.

Servicing activities currently takes place on street via New Compton Street.

Figure 1.1 Site Location

1.3. Disclaimer

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2. Legislation, Policy, and Guidance

2.1. The Traffic Management Act (2004)

The Traffic Management Act (2004) is a UK legislation designed to improve traffic management and regulation. It provides local authorities with powers to manage and regulate traffic to enhance the efficiency, safety, and environmental aspects of the road network. The Act enables the coordination of roadworks, control of parking and waiting on roads, and the implementation of civil enforcement for traffic regulations. By providing authorities with proactive measures, the legislation aims to facilitate smoother traffic flow and enhance overall urban mobility.

2.2. Designing for Deliveries, Freight Transport Association (2016)

"Designing for Deliveries" outlines specifications for delivery vehicle size, turning radiances and clearance requirements. It emphasizes strategic planning and design considerations to enhance the flow of goods in urban environments, promoting safety, sustainability, and reduced congestion.

2.3. TFL Construction Logistics Plan Guidance V1.2

Transport for London (TfL) issued the 'Construction Logistics Plan Guidance[i] (April 2021), the purpose of which is to ensure that both outline and detailed CLPs of high quality are produced to minimise the impact of construction logistics on the road network.

'Well-planned construction logistics will reduce:

- *Environmental impact: lower vehicle emissions and noise levels*
- *Road risk: improving the safety of road users*
- *Congestion: reduced vehicle trips, particularly in peak periods*
- *Cost: efficient working practices and reduced deliveries'*

3. Context, Considerations and Challenges

3.1. Regional

The site includes an office building situated on the northern side of Shaftesbury Avenue, positioned between Covent Garden and Tottenham Court Road Stations.

The existing building offers around 6,563 sqm (GIA) of office space (Class E) spread across lower ground, ground + 8 floors. Current servicing operations occur on-street via New Compton Street. The site's placement in relation to the broader area is illustrated in **Figure 3.1.**

Figure 3.1 illustrates a regional plan (scale 1:15,000) displaying TfL's Red Routes encircling the site, acting as crucial strategic connections throughout London accessible from the site.

The site lies fully within the ULEZ and Congestion Charge Zones.

Figure 3.1 ***Regional Site Plan (1:15,000)*** *(OpenStreetMap Sources 2023)*

3.1.1.1. Roads

The site is bordered by Shaftesbury Avenue (A401) to the south, creating a connection in a south-westerly direction to the Red Route at Hyde Park Corner or in a north-easterly direction via Gower Street (A400) up to the Red Route on Euston Road, both serving as crucial road networks throughout London.

Figure 3.1 shows the extent of the Red Routes in close proximity to the site.

3.1.1.2. Rail

The site benefits from convenient access to various railway stations, providing pedestrians with transportation options that extend to both national and international destinations.

The nearest overground rail route is situated approximately 1,000m south of the site at Charing Cross Station, offering high-speed connections to the South East.

To the north of the site, within a range of 1,000m to 2,000m, are Euston, St Pancras, and Kings Cross Stations. These stations serve as gateways to National Rail services connecting to the Midlands, the North of England, and Scotland. Additionally, they provide Eurostar services connecting to the Netherlands, France, and Belgium.

3.2. Local Access

Figures 3.2 & 3.3 show the location of the site in closer context in relation to the immediately surrounding area, with details of the extent of the local cycle network, and key amenities adjacent to the site.

Figure 3.2 Local Plan – Extent of London Cycle Network near the site (Scale 1:2000)

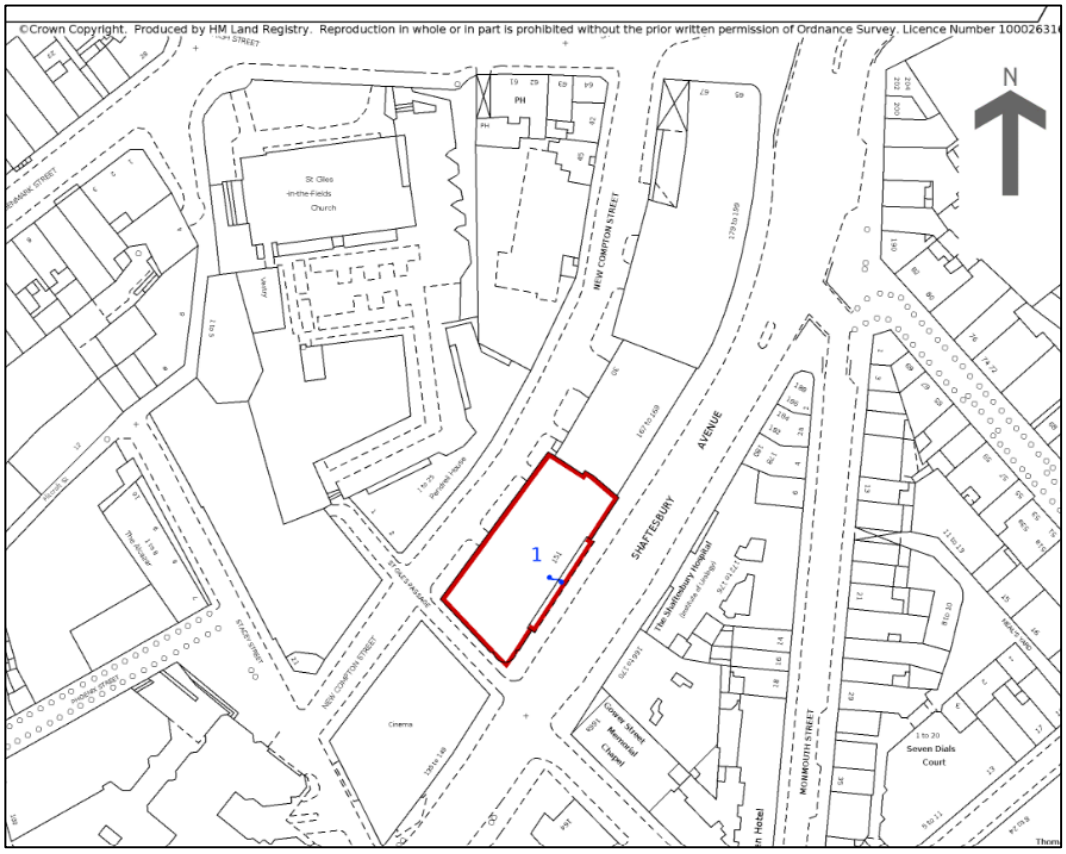

Figure 3.3 Site Plan indicating local amenities directly adjacent to site (1:500)

3.2.1. Highways, Carriageways and Footways

The site is located on Shaftesbury Avenue, In the Jurisdiction of Camden but lying in close proximity to the border of Westminster.

Highways & Carriageways

Shaftesbury Avenue operates a two-way carriageway featuring a 20mph speed limit. There are no Red Routes in the immediate area (see **Figure 3.1**).

The site is located within the Ultra-Low Emission Zone (ULEZ) and the Congestion Charge Zone (CCZ).

Footways

The site is currently accessed by pedestrian entrances on Shaftesbury Avenue as well as servicing entrances at the rear of the building on New Compton Street.

The site is in an area of excellent pedestrian access, with a dense network of footways providing walking access to bus stops and tube stations, providing easy access to the wider London Network.

Pedestrian walkways directly adjacent to the site are in good condition with dropped curbs and tactile paving at all crossing points in the vicinity of the site, the most relevant one to the site being across St Giles Passage.

To facilitate the construction of the planned development, it may be necessary to temporarily suspend parking bays and footpaths.

These suspensions will be coordinated in advance with TfL, the highways authority, and the local police.

3.2.2. Cycling

Although the roads immediately adjacent to the site do not have designated cycle lanes, the area is popular with cyclists, with **Figure 3.2** highlighting the extent of the cycle network nearby.

Figure 3.4 highlights the cyclist travel times to the and across London, starting from the Site.

As can be observed, cyclists are able to reach the high-quality infrastructure in a very short time, highlighting the suitability of the site for cycling.

Taking this into consideration, it is advisable to contemplate the implementation of continuous measures to uphold cycle safety.

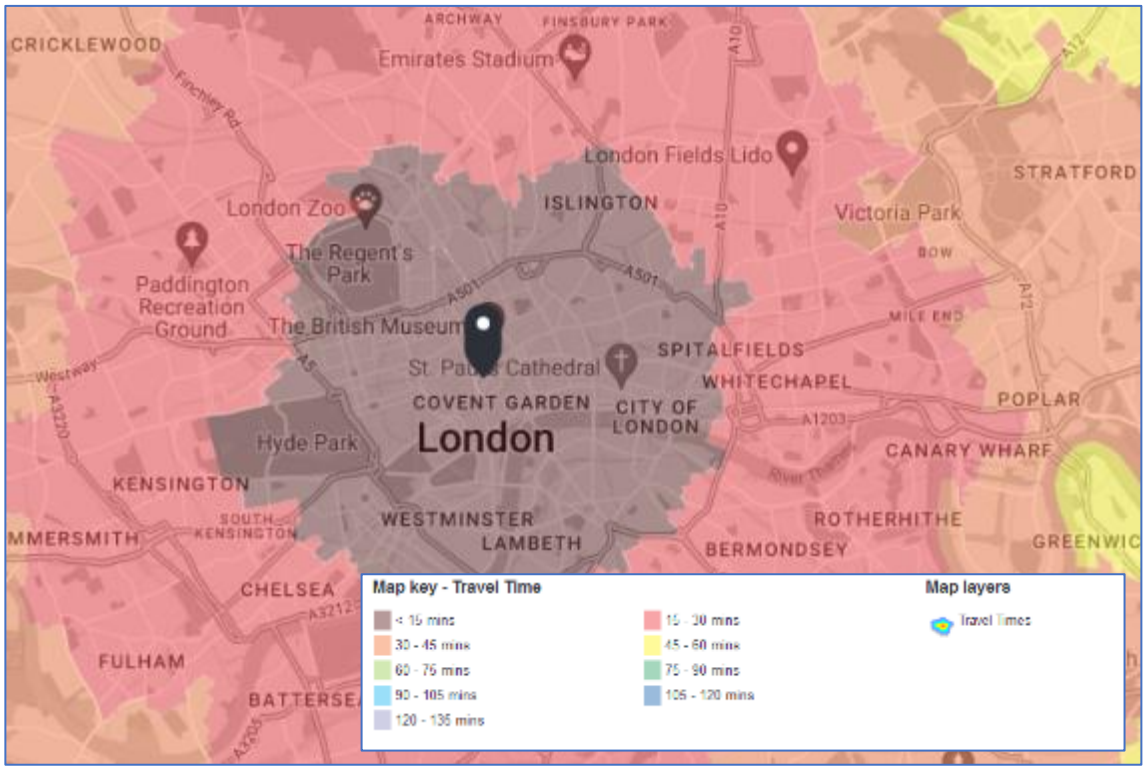

Figure 3.4 Connectivity/Cycle Time

3.2.3. Bus Routes, London Underground and Rail

Table 3.1 details public transport stations and bus stops in close proximity to the site.

Table 3.1 Accessible Public Transport Options

Amenity	Location	Distance
Bus	Cambridge Circus (D)	160m
	Denmark Street (A)	160m
	St Giles High Street (->W)	140m
London Underground Stations	Tottenham Court Road	320m
	Leicester Square	320m
	Covent Garden	480m

Public Transport Accessibility Level (PTAL)

Public Transport Accessibility Levels (PTAL)s are a theoretical measure of the accessibility of a given point to the public transport network. The PTAL is categorised in six levels, 1 to 6 where 6 represents a high level of accessibility and 1 a low level of accessibility.

During this assessment, the Site was reviewed to have a PTAL rating of 6b, therefore, demonstrating an excellent level of accessibility to public transport. A summary of the PTAL report is presented in **Figure 3.5** below.

Figure 3.5 PTAL Map Extracted information and imagery from TfL WebCAT

Bus Routes

The nearest bus routes which serve access to the site are detailed in **Table 3.2.**

The closest bus stops are located on Shaftesbury Avenue & Denmark Street, both of which are located within 200m of the site. Both Cambridge Circus (D) & Denmark Street (A) provide shelter and timetable information.

A further 10 stops lie in close proximity to the site**.**

Table 3.2 Bus Routes Serviced by Nearest Stop

Bus Stop	Routes
Denmark Street (A)	14, 19, 24, 29, 38, 176, N5, N19, N20, N29, N38, N41, N279
Cambridge Circus (D)	14, 19, 24, 29, 38, 176, N5, N19, N20, N29, N38, N41, N279
St Giles High Street (->W)	8, N68, N242, N253

London Underground and Rail Services

In addition to the bus services surrounding the site, the site is also served by London Underground/Elizabeth Line stations. With Tottenham Court Road and Covent Garden Station situated within 400m walking distance of the site, these stations provide access to the Central Line, Elizabeth Line, Northern Line and Piccadilly Line.

3.2.4. Community Considerations and Challenges

Table 3.3 displays notable amenities and buildings, along with their respective distances from the site.

Table 3.3 Key Amenities and Buildings of Note

Amenity	Location	Approximate Distance from Site
Schools		
St Joseph's Primary School	530416, 181371	450m
St Clements Danes Church of England School	530605, 181072	600m
Places of Worship		
The Chinese Church in London	530028, 181137	20m
St Giles in-the-Fields	529962, 181259	80m
Eglise Suisse	530118, 181264	125m
Hope Community Church	530178, 181159	160m

Welsh Chapel	529944, 180984	200m
Community Centres		
Covent Garden, Dragon Hall Trust	530373, 181417	500m
London Chinese Community Centre	529924, 180806	400m
Jubilee Hall Clubs	530836, 180841	750m

Table 3.3 indicates the amenities directly adjacent to the Proposed Development which may be affected by construction phase of the proposed development.

3.2.4.1. Neighbouring Construction Sites & Public Relations

The Phoenix Theatre has permission under application 2023/0874/L for the external and internal works. This includes the installation of roof top plant, new opening to rear auditorium including adaptation of seating to accommodate wheelchairs, creation of new and enlargement of existing entrance into the entrance foyer all in association with the existing theatre and works associated with the unlisted Phoenix House.

A Community Liaison Officer will be appointed with the purpose of addressing and resolving any concerns or challenges within the local community. Building and sustaining positive relationships with neighbouring residents are both crucial elements for the successful management of this project.

While this CLP has devised a strategy to prevent potential issues, any challenges encountered during construction will be documented in a comprehensive log and addressed through a continuously staffed 24-hour telephone line.

Regular communication, including a weekly newsletter and bi-monthly community gatherings, will address concerns such as late-night construction activities, site boundaries and hoardings, construction vehicle congestion, and overall community disruptions.

4. Construction Program and Methodology

The program of construction for the site at 151 Shaftesbury Avenue has been developed with input from Avison Young.

The expected stages of construction for the planned development have been outlined with approximate dates provided by RLMIS Ltd. More detail will be available upon the appointment of a principal contractor.

4.1. Site Set Up

The site set up is scheduled to commence in August 2025.

4.2. Cladding

Details of cladding will be established at a later date and will be subject to the end contractor.

There will be different intensities of vehicle movements to suit the work being done but most deliveries will be via small flatbed vehicles and small articulated vehicles.

4.3. Fitout, testing and commissioning

Fit-out, testing and commissioning will be conducted following the standard procedural process for a development of this nature. There will be different intensities of vehicle movements to suit the work being done but most deliveries will be via small flatbed vehicles and small articulated vehicles.

For the general fit out period, it is anticipated that around 11 vehicle movements could occur each day.

5. Vehicle Routing and Access

The following maps show the area around the development site and the proposed vehicle routing both outside the site on the main road networks and within the site itself.

Figure 5.1 shows the strategic routes proposed for during the construction. These routes follow the Transport for London Road Network (A501) from the wider area and use the A201, A401 and then A40 before arriving at 151 Shaftesbury Avenue.

Figures 5.2 and **5.3** then focus in on the approach to the site, showing how the vehicles will route into the development via New Compton Street.

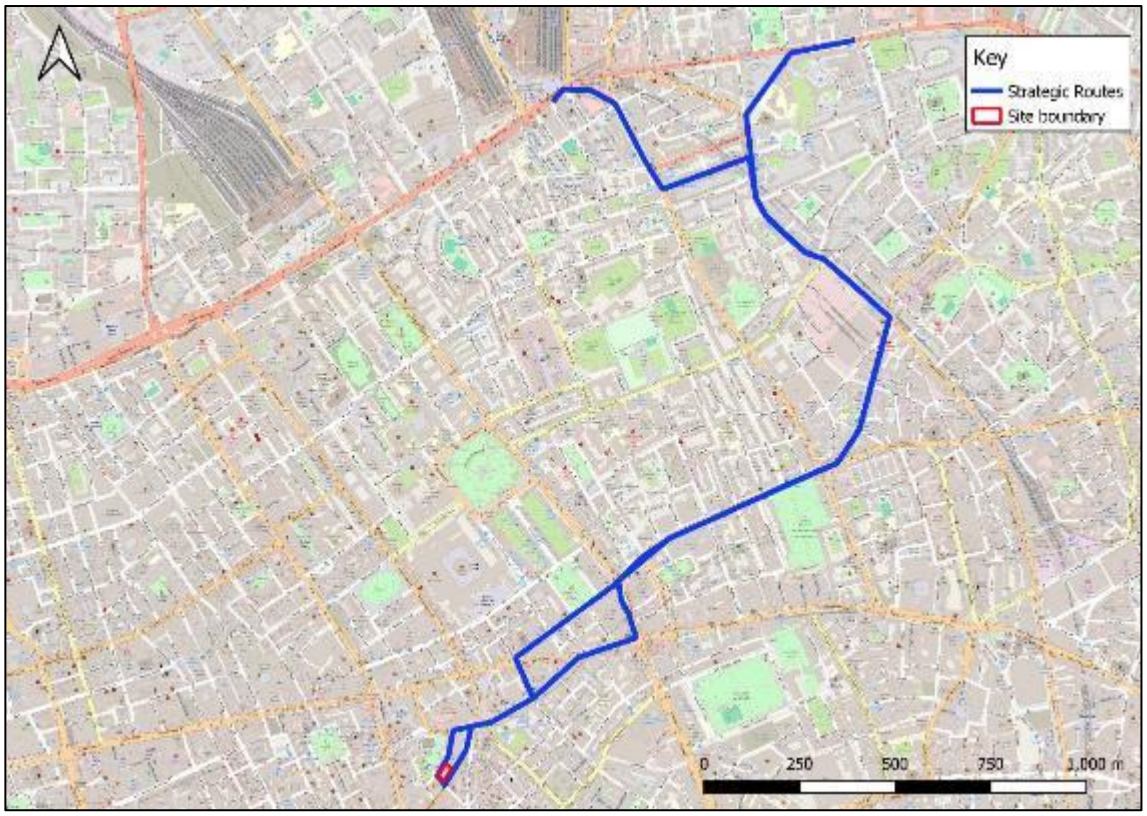

Figure 5.1 Regional Plan 1:10,000

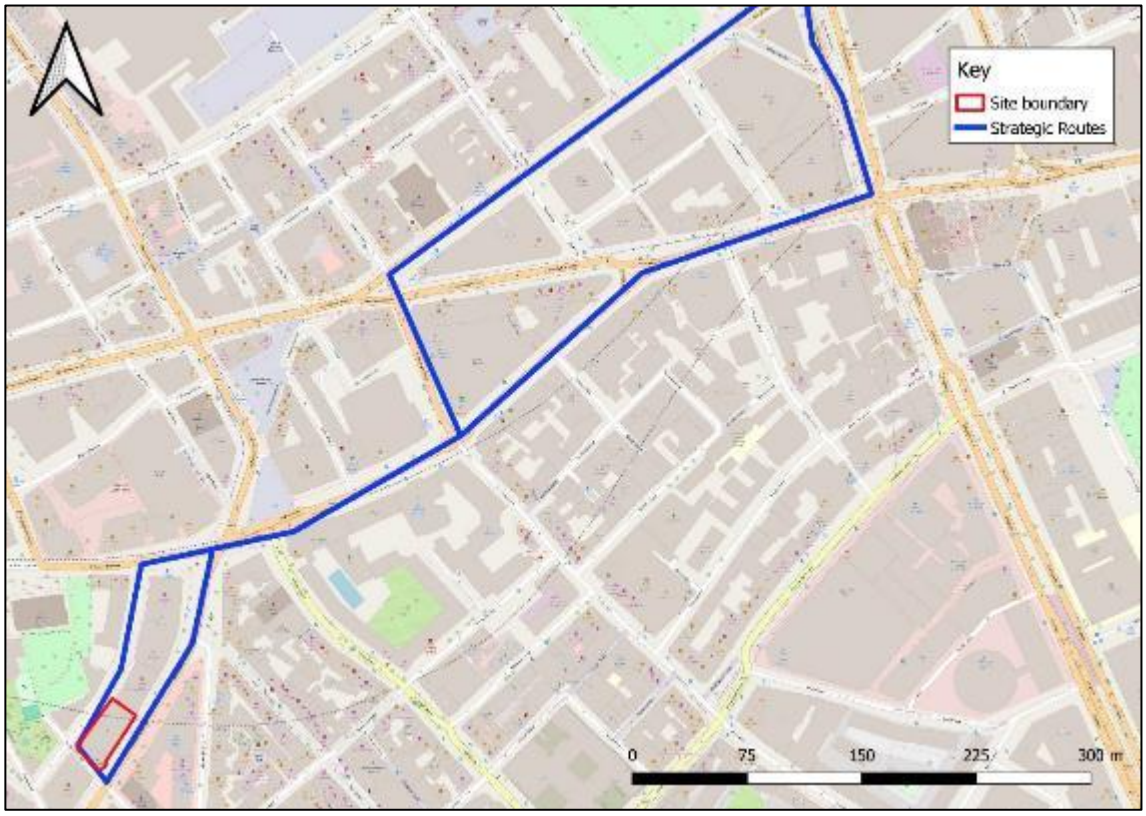

Figure 5.2 Local Vehicle route (from A401) 1:2,500

Figure 5.3 New Compton Street – Area for Loading / unloading.

6. Strategies to Reduce Impacts

The following proposed measures have been identified to assist the contractor in attaining the objectives of the CLP and effectively addressing the challenges outlined in Section 2:

Table 6.1 Planned Measure Checklist

Medium Impact Site Planned Measures Checklist	Committed	Proposed	Considered
Measures influencing construction vehicles and deliveries			
Safety and environmental standards and programmes	✓		
Adherence to designated routes	✓		
Delivery scheduling	✓		
Re-timing for out of peak deliveries		✓	
Re-timing for out of hours deliveries		✓	
Use of holding areas and vehicle call off areas		✓	
Use of logistics and consolidation centres			✓
Vehicle choice			✓
Material procurement measures			
DfMA and offsite manufacture			✓
Re-use of material on site	✓		
Smart procurement	✓		
Measures to Encourage Sustainable freight			
Water			

Rail			
Other measures			
Collaboration with other sites in the area	✓		
Implement a staff travel plan	✓		

6.1. Measures Influencing Construction Vehicles and Deliveries

6.1.1. Safety and Environmental Standards and Programs

Commitment and dedication to ensuring that all vehicles from contractors and sub-contractors arriving on-site adhere to adequate safety measures and comply with requirements related to Work Related Road Risk.

It is mandatory for all vehicles and driver management practices to align with FORS (Fleet Operator Recognition Scheme) and Construction Logistics and Community Safety (CLOCS) standards.

All sub-contracted transport or haulage providers that the appointed contractor intends to engage with, must confirm compliance with FORS Bronze, with the expectation of progressing to Silver within 90 days. An updated list of trained companies and drivers can be accessed at www.fors-online.org.uk[ii].

6.1.2. Adherence to Designated Routes

Details of routes to be used for journeys to and from site for road operations are provided in Section 4. The routes to/from the Transport for London (TfL) Road Network and Strategic Road Network are specified. These access routes have been reviewed with respect to potential impacts, conflicts, and hazards. Junctions and parts of the routes of particular potential concern have been identified in terms of coming into conflict with other road users, with particular attention paid to pedestrians and cyclists around access to the site.

A copy of the route plan will be given to all suppliers when orders are placed to ensure drivers are fully briefed on the required route to take. The supplier will be made aware that these routes are required to be followed at all times unless agreed or alternative diversions are in place.

6.1.3. Delivery Scheduling

A web-based delivery management system will be used to control the volume of deliveries to the site. This system will work by defining the number of ‘resources’ a site has and thus how many deliveries can be serviced in 30-minute intervals. It would seek to limits the number of delivery bookings per half-hour to this defined capacity.

Sub-contractors and haulers must be booked in a minimum of 48 hours in advance in order to allow the request to be reviewed and subsequently approved/declined. Accounts will be created for all suppliers through co-ordination with the logistics and deliveries manager on the site.

KPIs will be proposed to indicate that; zero unplanned vehicles, zero non-compliant vehicles and zero instances of project-related vehicles involved in a collision, arrive at the site.

6.1.3.1. Re-timing for out of peak deliveries

Re-timing for out of peak time will aid the operational efficiency of the construction site and the neighbouring area. The construction team will aim to re-time as many deliveries as possible out of the morning peak (08.00 -10.00).

6.1.4. Use of holding and vehicle call off areas

The site is governed by restrictions in storage capacity and given the congested nature of its location, there will be a plan to designate a nearby holding point.

This arrangement will permit vehicles to arrive ahead of time and postpone their final approach to the site until the scheduled delivery time. This approach aims to enhance logistical efficiency and minimize disturbance in the surrounding area and use an area on New Compton Street if possible.

6.2. Measures to encourage sustainable freight.

6.2.1. Freight by Water

The nearest waterway to the site is approximately 1km south of the site. The option of transporting goods to the site by water has been scoped out due to inaccessibility.

6.2.2. Freight by Rail

Based on the nature and scale of the development rail is not considered suitable for activities relating to construction for this scheme.

6.3. Material Procurement Measures

6.3.1. Design for Manufacture and Assembly and off-site manufacture

This development has been designed with consideration for reducing delivery numbers and encouraging effective delivery management.

When a contractor is appointed, the option of off-site construction will be discussed and implemented where possible.

6.3.2. Re-use of material on site

Measures to res-use material onsite will continue to be explored as the site progresses. There are various items which could meet the criteria for reuse. An instance where this is being explored is the reuse of ductwork within the ventilation systems and vertical

drainage stacks and sump pumps are being considered for reuse, subject to condition and survey.

Efforts to explore on-site material reuse will persist as the refurbishment advances. Numerous items have the potential to fulfil the criteria for reuse. Target 10% of the total value of construction and fit out materials derived from recycled and reused content in the products and materials used.

Examples of instances currently being considered for reuse involve reusing ductwork in the buildings ventilation systems. Additionally, vertical drainage stacks and sump pumps are also being evaluated for potential reuse, subject to an assessment of their condition through a survey.

Consideration for reuse within the building will continue throughout the program and be considered for updating in line with changes to relevant legislation.

6.4. Other Measures

6.4.1.1. Collaboration amongst other sites in the area

The developer and the designated contractor will engage in consultations with LBC, TfL, and other contractors/developers in the vicinity to collaboratively minimize disruptions to the surrounding area.

6.4.1.2. Implement a staff travel plan

Being a car-free development, on-site parking will not be available, and local restrictions also prohibit on-street parking. Situated in an area with a PTAL score of 6b, the site benefits from excellent transport links, strongly encouraging site personnel to opt for public transport options which will be encouraged through the circulation of a Travel Plan.

7. Implementing, Monitoring & Updating

As an Outline CLP, at this stage a detailed and specific description of how the plan will be implemented cannot be included in this report.

However, a designated Construction Logistics Manager who will be responsible for executing the Detailed CLP on behalf of the Contractor can be confirmed.

Their role will encompass tasks such as collecting data on:

- Number of vehicle movements to site; collected through a delivery booking-in system
- Total
- By vehicle type/size/age
- Time spent on site
- Consolidation centre utilization
- Delivery/collection accuracy compared to schedule
- Breaches and complaints
- Vehicle routing
- Unacceptable queuing
- Unacceptable parking
- Supplier FORS accreditation
- Low Emissions Zone (LEZ) compliance
- Safety
- Logistics-related accidents
- Record of associated fatalities and serious injuries
- Ways staff are travelling to site
- Vehicles and operations not meeting safety requirements
- Description of the contractor's handbook
- Description of the driver's handbook

[i] Construction Logistics Planning (CLP) Guidance (April 2021) TFL.
[ii] https://www.fors-online.org.uk/cms/

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