

**154 Haverstock Hill
London
NW3 2AY**

Construction site traffic management



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1. Introduction and Site Description

- This document covers the steps that will be taken to reduce potential traffic congestion outside of the property, when there are deliveries to site of materials and when the spoil is removed by the waste management company.
- The Construction Management Plan has been prepared with due regard to Camden's Local Development Framework LDF/DP27.4 construction site management.
- The property is a five storey (including basement and roof space) brick built period property situated in the Parkhill and Upper Park Conservation Area with two-way traffic on Haverstock Hill.
- The proposed works are to take place within the grounds to the rear of the building and no works to the main building itself are proposed or dealt with in this document.
- Both hoarding and bay suspensions will be necessary and the works will not be contained within the property.
- Welfare facilities will be located within the boundary of the property.
- The presence of local business's means the safety of the general public must be foremost in the mind of any contractor carrying out the works.

Parkhill and Upper Park Conservation Area

Parkhill and Upper Park Conservation Area is part of the nineteenth century London suburb of Belsize, running along the east side of Haverstock Hill. The area is defined by the busy, urban nature of Haverstock Hill and the quiet residential streets that branch from it.

The quality of the landscape is defined by the hilly topography, the mature trees and the tranche of back gardens behind the houses lining the streets, a typical characteristic of 19th century residential areas.

Italianate Victorian semi-detached houses are the characteristic building type, with twentieth-century housing styles ranging from garden suburb to modern movement and contemporary insertions.

2. Highways and Community Liaison

- This section covers the steps that will be taken to reduce potential traffic congestion outside of the property, when there are deliveries to site of materials and when the spoil is removed by the waste management company.
- Prior to commencement onsite the Contractor will undertake to notify by letter all local residents within 100m of the site in either direction and on both sides of Haverstock Hill, this letter will contain details of the anticipated duration of the project, the agreed working hours of the site and the contact details of Head Office, the Supervisory Staff and Health and Safety Officers.
- The Site Compound and Hoarding should also display the above information in addition to the standard typical information required by the Local Authority.
- Prior to Licences and Suspensions being applied for the Contractor will arrange to meet onsite with the local Highways Enforcement Officer to discuss the proposal.

3. Procedure

- This section covers the procedure for delivery of materials to site and general access and egress to and from the site.
- Materials will be delivered to site by numerous sub contractor suppliers. Delivery drivers will park their vehicles outside the site prior to offloading materials into the loading bay. This will be located outside the property for the duration of the works.
- All large vehicles will be parked temporarily outside of the property; we will restrict all large vehicle deliveries/collections/muck away to the hours of 10am to 3pm
- Delivery vehicles will pull up prior to turning into the property and traffic management will be employed as necessary.
- Traffic generally will be managed by banks men, with priority at all times for emergency vehicles.
- Our Office will enquire and be aware of Refuse Collection times and care will be taken to avoid congestion when calling off deliveries.
- All materials will be contained within our compound, and materials will only be ordered when required. These will be moved into the working area as soon as practically possible.
- Materials will be ordered from site as follows;
- Materials in will be called off from site through Head Office Purchasing Department at least 48 hours prior to materials being needed onsite. Foreman will be instructed to ensure orders are to be kept to a minimum to avoid delays in offload and double handling after being stored in our compound.
- Muck Away will be called off from the Head Office Contracts Administrator a minimum of 24 hours prior to the external skips being filled
- Concrete Trucks and Pumping Plant will be called off to site through the Head Office Contracts Administrator a minimum of 24 hours prior to pouring. No late delivery of Concrete will be allowed to pull up and if late delivery does arrive then it will be sent back to the Batching Plant.
- No stacking of Vehicles will be allowed at any time.
- Materials and plant will be unloaded by driver and site staff, temporary traffic management will be supplied by suitably qualified site staff.
- We estimate that the maximum number of vehicles coming to site in any one day would be four. This would typically be two grab lorries, one concrete lorry, and periodically a materials delivery. The estimated dwell time for all three would be 15-20 minutes, during which time a banks men would be provided at all times with Hi-Vis and PPE. The Call Off procedures above will ensure no double drops or lap over with different contractors/suppliers

3. Procedure (cont'd)

- Traffic management will consist of temporary signage and cones as required to sufficiently warn all pedestrians and passing traffic of our operations.
- We will provide banks men as necessary to direct traffic when required, and we will position personnel at the on both sides of Haverstock Hill/ Upper Park Rd if necessary.
- When HGV's are leaving following offload they will be required to do so under the supervision of our trained Banks man prior to exiting the site by the A502. Under no circumstance will HGV traffic be allowed to execute 3 point turns
- Large Vehicles will be depart via the A502 and will be discouraged from any minor roads or routes.
- Regarding concreting deliveries, we will be using the concrete Lorries with the built on concrete pumps, they will pull up into the compound and the concrete will be pumped into the working area.

4. Waste Management

- This section deals primarily with the removal of spoil from the site, general building debris and site refuse will be dealt with by our approved waste management contractor, Gowing and Pursey, a copy of their Site Waste Management Policy and Core Rules is to be found at the end of this document.
- The system of loading static containers from a conveyor system will be utilised, to reduce both the daily inconvenience to residents, and the length of time of spoil wagons on site.
- The spoil will be first loaded from excavation level onto a conveyor which will be fully protected. The conveyor will load directly into the skip located on Upper Park Rd.
- Protection will be provided where any part of the access extends over the driveway and pedestrian walkway. The external gates will have the relevant night lights and safety notices. The conveyor will be adequately supported and secured to the existing building using a temporary scaffold structure.
- London Basement uses a specialist sub contractor, Gowing and Pursey, for the removal of spoil from skips and collection with a grab lorry.
- The lorry will pull up beside the skip box located on Upper Park Rd under the supervision of banks men called from site to implement traffic control, and pedestrian movements.
- The lorry will remain in position until it is fully loaded. This operation takes approximately 15-20 minutes to complete.
- Whilst the spoil is being removed members of the site staff are present and will notify other drivers of approximate time the operation will take.
- Gowing and Pursey are also under strict instruction that if they are grab loading or about to enter or exit the site compound and any emergency vehicles need to get past they are to move immediately.
- Once the spoil wagons have left the site banks men will ensure that the road is completely clear of debris, immediately following the collection of waste.
- Periodically during the day and at the end of every working day the main road will be thoroughly swept and washed down, so it is kept presentable and safe at all times.

FIGURES

1. Site traffic

2. Routes and directions

3. Site photographs

4. Site Location Plan

5. Site Waste Management Policy

1. Site Traffic

As this is a domestic contract, the site traffic will be relatively low. We consider that the likely vehicle movements will be as follows:

Vehicle type/no of visits per day	Dimensions
1 concrete lorry/day maximum	9.0m x 2.5m
2 skip lorry/day maximum	8.6m x 2.45m
1 staff van/day maximum	5.6m x 2.1m
1 material delivery/day maximum	7.5m x 2.45m

Deliveries/skip lorries will be restricted to after 10am and before 3.00pm to avoid rush hour/school times.

2. Routes and directions

Driving directions to Waxlow Rd, Greater London NW10, UK

3D2D



Haverstock Hill
NW3 2AY, UK

1. Head **southeast** on **Haverstock Hill/A502** toward **Antrim Grove**
0.3 mi
2. Turn right onto **Eton Rd**
0.2 mi
3. Turn right onto **Adelaide Rd/B509**
Continue to follow Adelaide Rd
0.7 mi
4. Turn left onto **Finchley Rd/A41**
Continue to follow A41
0.6 mi
5. Turn right onto **Circus Rd**
0.2 mi
6. Continue onto **Hall Rd**
0.3 mi
7. Continue onto **Sutherland Ave**
Go through 1 roundabout
0.7 mi
8. Turn right onto **Harrow Rd/A404**
Continue to follow A404
2.6 mi
9. Turn right onto **Acton Ln/B4492**
0.7 mi
10. Turn right onto **Waxlow Rd**
0.2 mi



Waxlow Rd
Greater London NW10, UK

figure 2a. Routes and directions

3. Site photographs



figure 3a. Haverstock Rd View



figure 3B. Side view along Upper Park Rd

4. Site Location Plan

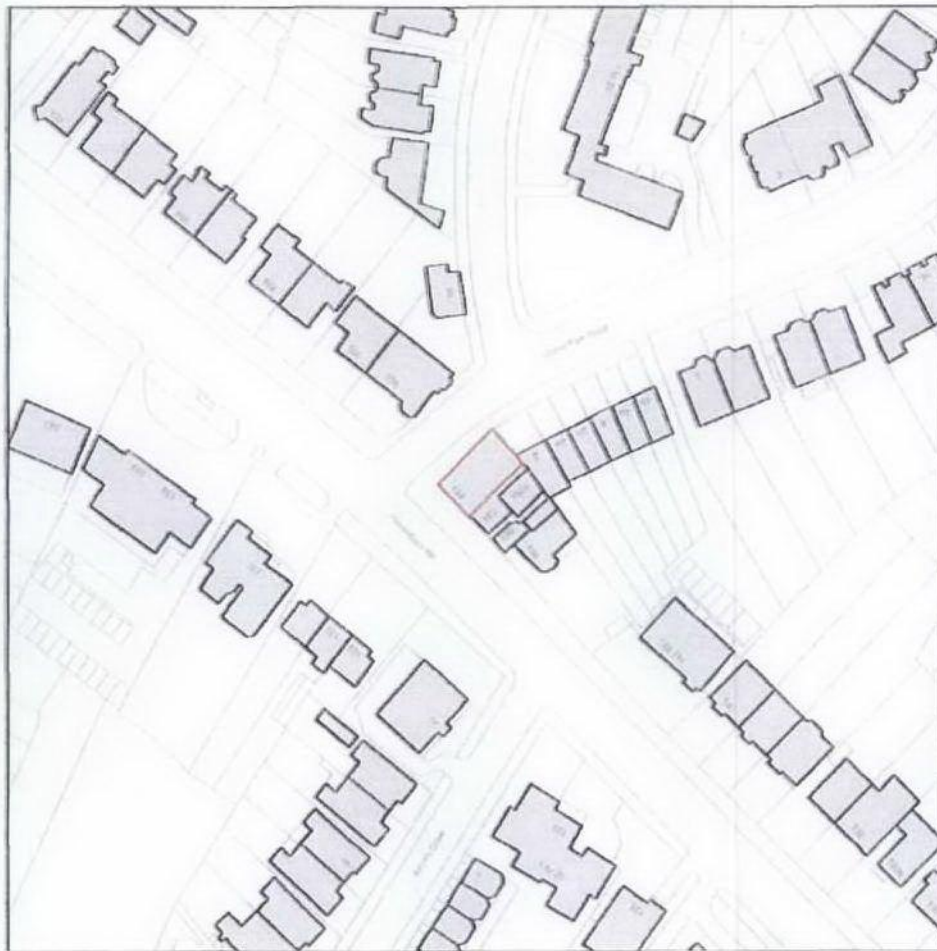


Fig. 4.1 – Location Plan

5. Site Waste Management Policy

GOWING & PURSEY
SITE WASTE MANAGEMENT POLICY

Site Waste Management Policy

Gowing & Pursey





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Site Waste Management Policy Overview

Waste is a key issue for all developers. The rising cost of waste disposal, increases in landfill taxes and a reduction in available landfill sites, coupled with the cost of materials wasted and increasing importance of demonstrating good environmental performance, has meant that we needed to reappraise how we approach waste management on our sites.

This policy essentially describes our strategy for waste segregation and disposal. The policy is also intended to encourage the reuse of inert materials on site. In due course the waste minimisation aspects of the policy will be developed further.

The benefits that we expect from the implementation of the policy are

- ◆ Significant cost savings, by reducing waste disposal cost and taking advantage of preferential landfill tax rates
 - ◆ The rate of **Active landfill** taxes charged on general builders skips is increasing year on year by £8, to £48 per tonne in 2010, while the rate of inert waste (e.g. rubble, brick, block, tiles, kerb stones and soil) will remain at £2 per tonne
 - ◆ From 2006 the Landfill Tax rate on general builders skips will increase year on year by £8 a tonne so as to progressively achieve the £60 per tonne
- ◆ Environmental benefits in terms of reduced quantities of waste being sent to landfill and recycling of materials on site.
 - ◆ Due to the Landfill Directive the number of landfills in the UK are decreasing (as many are closing down), while the taxes increase, our waste carriers will have to travel further to dispose of our waste and landfills are becoming stricter on the types of waste they will accept. Waste disposal cost are already increasing.
- ◆ Enhancement of the company's green credentials and attractiveness to socially responsible investors and land owners.
- ◆ Assistance in the planning process, as local authorities are increasingly demanding innovative waste management solutions from prospective developers.
- ◆ Compliance with future legislation.

Making the new Waste Management Policy work is very important to the future of the business. A number of our competitors have been successfully using similar systems for a number of years and are obtaining significant financial and environmental benefits.

Gowing and Pursey



As part of our waste management policy, Gowing and Pursey will be appointed as your waste brokers.

Why Gowing & Pursey?

- ♦ Gowing and Pursey are an established waste management organization
- ♦ Gowing and Pursey provide services on a nationwide basis
- ♦ Gowing and Pursey provide site support services, including site visits at implementation stage and assistance in managing the waste management policy on all sites
- ♦ Gowing and Pursey can provide other key services including removal of special waste e.g. contaminated soil, asbestos, clinical waste, gas bottles, tyres and fridges and consultancy services for the removal of invasive plants e.g. Japanese Knotweed.
- ♦ Gowing and Pursey effectively manage Duty of Care issues for yourselves, including the new EWC codes for waste.
- ♦ Gowing and Pursey provide weekly and monthly reports that allow us to monitor and manage the implementation of our Waste Management Policy. These reports will be distributed to Commercial Directors.

Buyers and Site Managers should contact Gowing and Pursey Waste Management on 08707 36 0550. Phone calls received before 3:00pm will guarantee skips for next day delivery
Gowing and Pursey Waste Management will provide a quotation for each individual site basis on 2 bin system outlined in the policy
On receipt of a purchase order number, skips will be delivered to site
All new sites and existing should be adopting this Company Policy
Buyers and Site Managers should be fully utilising cost effective Compactable skips

How the Policy Works



Gowing and Pursey Waste Management should be contacted prior to the commencement of any work on a site and will assist/advise in organising a Waste Compound and in the sourcing/scheduling of the skips.

The waste is segregated into two distinct waste streams. The two streams are:

- ✦ **Non-Compactable Waste (General Builders Skips)** - Non compactable materials such as metal, steel, pipe-work, large sections of wood
- ✦ **Inert Waste (Designated Inert Skips)** - Rubble, brick, blocks, kerbs, hardcore, broken pipes and tiles—if this cannot be stockpiled, recycled and re-used on site. Gowing and Pursey Waste Management can also organise muck away.

All Skips are contained in a designated waste compound with signage supplied on each skip to indicate the type of skip and the material it can hold. The waste compound should be secured with "Herras" fencing (which should be lockable when the site is not in operation) and must be easily accessible to collection vehicles. The compound location should be considered at the early design team meeting.

A typical waste compound set up is to be agreed prior to commencement on the site and will form part of this policy.



Segregation of Waste

By segregating Waste:

- ♦ We will be able to stockpile inert materials that may be re-used on site as hardcore or removed in bulk or in designated skips.
- ♦ We will take advantage of the lower Landfill Tax rate for inert waste e.g. £2 landfill tax rate as opposed to £48 per tonne, the brick and block, and the cost savings associated with its waste disposal.
- ♦ We will be able to use the large capacity and cost effective compactable skips for a large percentage of our waste.
- ♦ We will reduce our dependence on expensive general builders skips containing mixed waste and charged at ever increasing Landfill Tax rates.
- ♦ We will comply with future legislation—by 16th July 2004 all waste must be pre-treated prior to disposal. Segregation is a form of pre-treatment.

Skip Costs:

- ♦ An inert skip is charged at the reduced landfill tax rate of £2 per tonne. By segregating the active from the inert we can remove this material for less than a normal skip or alternatively waste can be cost effectively removed by a muck away vehicle (this must be clean inert waste).
- ♦ An active skip or a general mixed waste builders skip is charged at a landfill tax rate of £48 per tonne and this is reflected in the general price of a skip removal. These prices will be increasing.



Duty of Care: At a glance

The full practical implications of the Duty of Care are numerous and require any organization generating waste to appraise its waste management practices in some detail.

On Site: the requirement to prevent escape of waste implies the need for thorough knowledge of all the wastes produced as well as proper planning for waste storage and movement. Regular inspections, detailed forethought and contingency plans are all essential.

Off Site: the waste must be securely packaged or "Contained", paying due regard to all foreseeable events and the description of the waste must be adequate to prevent it being mishandled later in the disposal chain.

Your Duty of Care also doesn't end when you have handed over your waste to a suitable person. You must select only a carrier registered to handle your type of waste (in terms of their equipment, training and awareness). It is also your responsibility to select a suitable transfer station and disposal site. You must check that the license of the facility is suitable for both the type and the amount of waste you plan to send and assure yourself that your waste is handled properly at the disposal site. You must also keep proper records of all your waste movements available for inspection for two years.

You cannot contract the Duty of Care for your waste away to someone else. Management will be held responsible for all acts or omissions by staff and employees so you cannot shift your Duty of Care on to either your contractors or your staff. When your waste is in someone else's hands, your Duty of Care is shared BUT as the producer of the waste you always have a responsibility. Well constructed, unambiguous contracts with the people who handle the waste are therefore vital and will allow you to act immediately to put matters right should you discover or suspect any breach of your own or your contractors Duty of Care. Lastly you must review some arrangements at least yearly.

"A holder is any person who imports, produces, carries, keeps, treats (this included reclamation and recycling), disposes of or brokers in controlled waste"

Your Organisation site managers or nominated site representatives will be required to sign waste transfer notes on site for general builders skips and inert skip movements

All documentation will be retained by Gowing & Pursey, who effectively manage the Duty of Care process on your behalf.
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Site Overweight Procedure

Phase 1:

If upon attempting to complete the emptying of the said container on site the driver believes that the container either contains the wrong material or weighs above 4 tonnes the following procedure will be applied.

- ♦ Driver reports to site personnel and Gowing & Pursey Waste Management before proceeding with his daily route.
- ♦ Gowing & Pursey Waste Management receive written confirmation from supplier confirming problem and make contact with the appropriate buyer to confirm the options for disposal route, i.e. Empty wrong material on site, rebook collection vehicle or authorise emptying of container by skip vehicle (on a transport and tonnage cost basis)

Phase 2:

- ♦ Buyer confirms preferred option and provides a purchase order to cover the same.
- ♦ Gowing & Pursey Waste Management book and confirm with site manager the re-scheduled option and date.
- ♦ Once collected Gowing & Pursey Waste Management will confirm to the buyer the exact weight and costs for the completed collection.
- ♦ Gowing & Pursey Waste Management will then confirm all the surcharge costs within the monthly reports.

Phase 3:

Original collection schedule resumes.

Contacts



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South Ruislip
HA4 0YP
Tel: 020 8845 6027

Acton Depot
Gowing & Pursey
307 Horn Lane
Acton
London
W3 0BP
Tel: 020 8992 8622



Container & Waste Types

Non Compactable Waste

- Active:
- MDF & Chipboard
 - Steel (large quantities separate)
 - Damaged Kitchen units
 - Fencing waste/Broken pallets
 - Cardboard
 - Copper & Plastic pipe work
 - Electrical waste
 - Damaged worktops
 - Wood cut offs
 - Plastic
- Inert/Clean:
- Broken Bricks
 - Broken Blocks (not Celcon Blocks)
 - Broken Kerbs
 - Broken paving
 - Hardcore
 - Broken clay pipes
 - Broken concrete pipes
 - Broken roof tiles
 - Broken sanitary ware

GOWING & PURSEY

skip hire - roll on roll off bins - screened soil

Skip Hire

HEAD OFFICE ACCOUNTS:

Gormley House, Waxlow Road, London NW10 7NU

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The Gowing & Pursey Core Rules

The Gowing & Pursey Core Rules have been developed to ensure that all activities on client sites are covered by safe working guidelines and that all employees are working to a **ZERO TOLERANCE** approach – zero tolerance means stopping work that is unsafe.

It is imperative that ALL personnel from wither Gowing & Pursey or their 3rd party subcontractors are familiar with the core rules.

In addition, ALL personnel should also familiarise themselves with any pertinent site-specific rules.

The following fundamentals apply to all the rules within all activities:

- Safe systems of work, together with appropriate health and safety information are essential in all activities.
- All hazards are identified – and risks assessed – before any activity can commence.
- All hazards and risks are continuously reviewed and updated where necessary.
- All personnel must be fully trained and authorised to perform their duties.
- Personnel Protective Equipment (PPE), as required by each individual site, must be worn at all times.
- All personnel should familiarise themselves with existing emergency response plans, and should follow all instructions from client personnel in the event of an accident or incident.
- **ZERO TOLERANCE** approach – zero tolerance means stopping work that is unsafe.

Core Rules of Safety One – General Vehicle Safety

All vehicles use must adhere to site rules and regulations relating to (but not limited to):

- Site speed limits
- Parking regulations
- Directions of traffic movement
- Weight limits
- Height restrictions

It is also essential that:

- If seat belts are installed they must be worn by all occupants at all times
- Hand held mobile telephones or radios must **NEVER** be used by the driver while the vehicle is in motion. Use should also be suspended in areas indicated by site signage and specific site rules.
- Vehicles are fit for purpose and are in safe working order.

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skip hire - roll on roll off bins - screened soil

Skip Hire

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- Drivers must have the relevant licences (i.e. ADR, HGV) in place to operate the class of vehicle.
- Drivers must follow ALL instructions and guidance issued by site staff.

Core Rules of Safety Two – Personnel Protective Equipment (PPE)

All personnel must adhere to site-specific requirements for the wearing of PPE at all times.

Should a specific type of PPE not be available to the employee, a suitable agreed alternative should be provided by the client contact before commencing any work activity.

The following PPE should be considered as standard issue:

- ✓ High visibility clothing to include jacket / vest as a minimum.
- ✓ Safety footwear with steel toe caps.
- ✓ Head protection.
- ✓ Safety glasses.

In addition, the following may be required, depending on the nature of the work activity:

- ✓ Full-face shield.
- ✓ Long gauntlets
- ✓ Full eye protection
- ✓ Hearing protection
- ✓ Safety gloves.

All employees must comply with site-specific regulations and requirements at all times.

Core Rules of Safety Three – Confined Spaces

A confined space is defined as:

"Any area which has limited opening for entry and exit that would make escape difficult in an emergency, has a lack of ventilation, contains known and potential hazards, and is not intended nor designed for continuous human occupancy"

If it is impossible to avoid entry into a confined space, an employee must ensure that:

- A supervisor has been appointed to oversee the work
- A permit to work is in place, if appropriate
- All employees are suitably trained and experienced for the work.
- Mechanical and electrical equipment is isolated and locked out.

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- The entry point is large enough for easy access / ingress whilst wearing full safety equipment.
- Effective ventilation is provided. This may be by opening additional openings or by mechanical means.
- The atmosphere is tested and verified, with repeated testing to monitor any changes.
- There is provision of suitable tools and lighting – this should also include harnesses, communication equipment or system.
- There is full provision of breathing apparatus
- Full emergency arrangements have been made and are understood by all employees.

Core Rules of Safety Four – Isolation of Energy and Machinery

It is imperative that due consideration is given to the risks associated with the isolation of, and the working on energy systems, particularly where moving machinery is involved.

- An authorised and competent person must take responsibility for the isolation and discharge of stored energy.
- An agreed and robust lock-out procedure must be used in every occasion.
- This procedure must incorporate the use of locks and personalised tags at each isolation point.
- A competent person must conduct a test to ensure that isolation has been effective; this test must be repeated periodically during the work exercise to ensure safety.
- Once the work exercise is completed, the equipment should be restored to its original status – with energy restored and any safety guarding replaced.

Core Rules of Safety Five – Worthiness of Equipment and Vehicles

All equipment and vehicle used on site must be in safe working order and be fit for purpose.

Any equipment deemed unsafe or inappropriate by site staff will cease to be used and will be removed from site. A suitable alternative will then be sourced.