

Wellington Road, Wokingham

# **DRAFT CONSTRUCTION MANAGEMENT PLAN**

**Prepared by:** Entran Ltd



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Wellington Road, Wokingham

## DRAFT CONSTRUCTION MANAGEMENT PLAN

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## **1.0 INTRODUCTION**

### **1.1 Overview**

- 1.1.1 This Draft Construction Management Plan (CMP) has been prepared by Entran Ltd in support of a full planning application at land adjacent to Wellington Road, Wokingham.
- 1.1.2 At this point in time, no contractor has been appointed, and this is noted where relevant such that this CMP can be updated when details are provided.
- 1.1.3 The Site currently vacant land.
- 1.1.4 The proposal comprising of 21 new dwellings.
- 1.1.5 In terms of car parking the development proposes 4 visitor spaces and 2 blue badge spaces along with 22 residential and 2 visitor cycle parking spaces. There will be no car parking provided for residents.
- 1.1.6 Vehicular access to the site is provided from Park Road, this will provide direct access to some the car parking provided to the rear of the site as well as the refuse store.

### **1.2 General Developer/ Company**

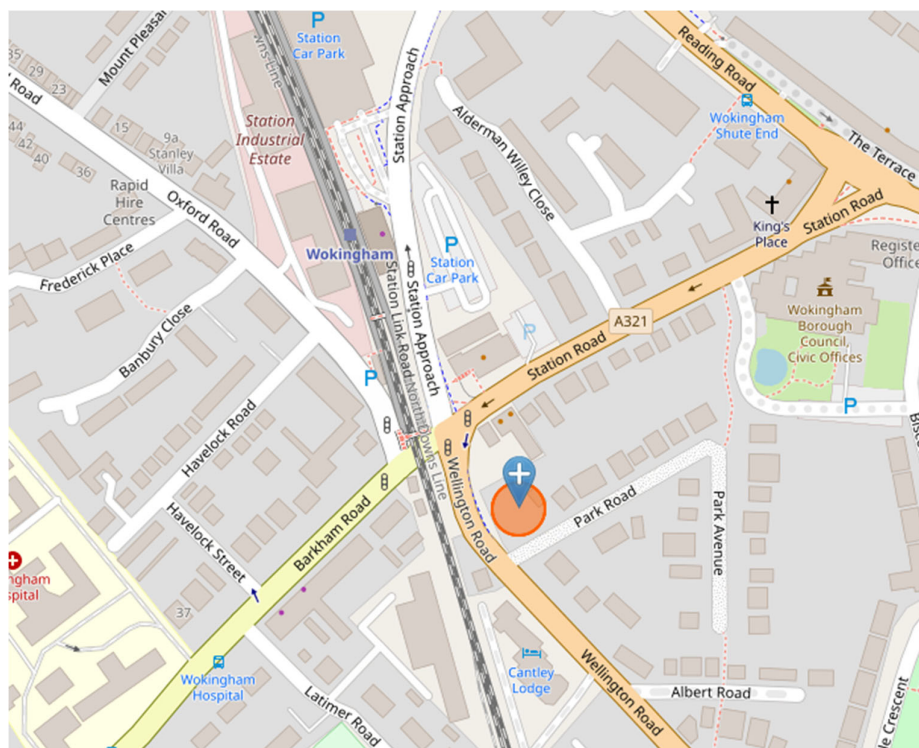
- 1.2.1 CMP contact details will be added here once appointed.  
Contractor details

### **1.3 Construction Method Statement**

- 1.3.1 The contractor will aim to complete the project within the contract time scale of 12 months (estimate) weeks and to the design and specification set out in the contract documents, ut the company will do this with all due regard to the health & safety of the local community and amenities, project personnel and the environment.
- 1.3.2 The contractor will actively seek to reduce any adverse impact on the environment, to levels which are reasonably practicable to attain, by implementing high standards of management and pollution control and by complying fully with all relevant legislation.
- 1.3.3 It is not intended to have any, structures or hoarding overhanging the public highway. The hoarding will be constructed within the site boundary and will not impose upon the public footway or any privately maintained public realm.
- 1.3.4 All scaffolding will be erected within the site boundary.
- 1.3.5 Subject to project start date and duration, the contractor will liaise with adjacent or related developments and participate in any vehicle management groups.

### **1.4 Site Location**

- 1.4.1 The site location is shown below in **Figure 1.1**.



**Figure 1.1 – Location Plan**



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## **2.0 CONSTRUCTION STRATEGY**

### **2.1 Overview**

- 2.1.1 This Chapter provides an outline of the preliminary construction strategy for the development.
- 2.1.2 Planning for enabling works, construction, fitting out and commissioning is necessary work in progress at this stage and may be subject to modification as programming progresses. The initial construction strategy is based on reasonable assumptions as the Contractor is unknown at this stage.
- 2.1.3 A minimal increase of traffic movements will occur along local.
- 2.1.4 If required, reverse manoeuvres will be managed using banksmen or other traffic control measures if necessary.
- 2.1.5 On street parking is not expected to be affected during the construction period with deliveries from Brading Road using the existing access arrangements

### **2.2 Condition Survey**

- 2.2.1 Prior to any construction works starting a condition survey will be undertaken of the public highway within 100m of the site access location. This survey will be undertaken, and photos submitted to WBC two weeks before the commencement on site.
- 2.2.2 A condition survey will then be undertaken within 3 weeks after the completion of construction works and submitted to WBC.
- 2.2.3 Agreed defects that fall to the liability of the contractor will then be agreed and put right with a timescale agreed with WBC at that time.

### **2.3 Construction phasing**

- 2.3.1 The development will be completed in two phases with the estimated start and end dates as follows:

#### Demolition/site clearance

Start – November 2025

End – December 2025

#### Construction

Start – April 2026

End – June 2027 (assumes masonry construction)

### **2.4 Hours of operation**

- 2.4.1 The anticipated core hours for construction will be as follows:
  - 0800hrs to 1800hrs Monday to Friday,
  - 0800hrs to 1300hrs on Saturdays; and
- 2.4.2 There will be no works on site on Sunday's or Bank Holidays

### **2.5 Site Facilities**

- 2.5.1 A secure site boundary will be established and will include on site from the outset a Project Office, Site



Office, Induction / First Aid and the required welfare facilities.

## **2.6 Access**

- 2.6.1 All deliveries / removals / skips etc will predominantly take place from the rear of the site, but on exceptional cases might have to be kerbside on Wellington Road.

## **2.7 Size of Vehicles**

- 2.7.1 Numerous types of delivery vehicles will be used to bring materials to and from the site, these will typically include:

- 8 Wheel Tipper truck;
- Skip lorries. These will include standard 8 yard skips for waste (approx. size 7m long and 2.4m wide);
- HGV deliveries i.e. wooden roof trusses etc;
- Flatbed delivery vehicles for the delivery of various materials including scaffolding, reinforcement, SIPS panelling, concrete planks, timber, roofing insulation and roof coverings, plaster, joinery etc. (approx. size 8.5m long and 2.45m wide); and
- 7.5T Panel Vans

## **2.8 Construction Personnel Access**

- 2.8.1 A single pedestrian access point will be located off the main fencing surrounding the site with separate pedestrian gates with segregated pedestrian routes provided as the development progresses.
- 2.8.2 All construction personnel and visitors will be required to sign in and out at the manned security control.
- 2.8.3 The location of the welfare facilities will be located away from any of the work to be carried out.

## **2.9 Travel Planning**

- 2.9.1 The contractor will encourage travel by means of transport other than the use of the private car predominantly reliant upon car/vehicle sharing.
- 2.9.2 In essence, the Travel Plan will strictly promote and encourage vehicle share to reduce single vehicle occupancy as well as the use of alternative modes of travel where possible.
- 2.9.3 Contractor to issue TP Statement to WBC two weeks prior to works commencing on site and at the same time as the condition survey.

## **2.10 Protection of Pedestrians and Vulnerable Users**

- 2.10.1 A perimeter hoarding of 2.4m high will be installed to segregate the works from the adjacent public footpaths and highways. Safety notices will be erected on a frequent basis to notify pedestrians of the construction work. This signage will be both written and visual images to convey the dangers associated with construction sites.
- 2.10.2 The signage will address different languages if deemed necessary. The perimeter of the site will be monitored 24/7 by CCTV using a remote monitoring station with audio capability. Traffic marshals will control pedestrians affected by vehicles arriving and leaving the site.
- 2.10.3 In addition, all deliveries will be planned in advance and consequently will be expected at a given time for arrival at the site. The planned construction works do not require working adjacent to or over the public footpath and highway. The approved traffic routes to the project will be assessed and as far as practicable will avoid schools and cycle routes. Furthermore, the Considerate Constructors Scheme



will be operated for the project which promotes the significance of protecting the local residents from the hazards inherent from a construction site.

2.10.4 Pedestrians and cyclists will be protected by means of scissor barriers as necessary.

### **2.11 On-site parking**

2.11.1 There will be no on-site car parking.

### **2.12 Temporary Highway Works**

2.12.1 No temporary highway works are anticipated.

### **2.13 Road Closures and Pedestrian Diversions**

2.13.1 If the construction process does require road closures/occupation the Council will be contacted, and the appropriate local procedures followed.

### **2.14 Signage**

2.14.1 All necessary entry and on / off site signage for vehicles and pedestrians will be appropriately located, as will the site's relevant contact signage etc.

### **2.15 Plans**

2.15.1 Once a contractor has been appointed, the following plans will be attached as **Appendix A** and this document duly updated:

- Phasing (if more than the 2 phases anticipated);
- Pedestrian / cyclists safety measures / diversion routes;
- Site set up, welfare, wheel wash etc;
- Chapter 8 signage;
- Hoarding and signage; and
- Crane (Not envisaged)

### **2.16 Cranes**

2.16.1 A portable crane maybe required for some activities.



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### **3.0 CONSTRUCTION VEHICLE MOVEMENTS AND MANAGEMENT**

#### **3.1 Overview**

- 3.1.1 During the construction period different types of construction will generate varying levels of construction traffic.

#### **3.2 Construction vehicle numbers**

- 3.2.1 At this stage construction material quantities have not been assessed in detail. To provide an estimate of the likely number of construction movements a calculation of key construction stages has been made which translates into average vehicle movements. An estimate of the peak construction movements has then been predicted.
- 3.2.2 The peak demolition / construction movement is expected to be in the order of 4 HGV's a day. It is anticipated that HGV's will only be at the site for a short duration to drop off and pick up materials. All vehicle engines will be switched off at this point also.
- 3.2.3 Forklifts will also be used across the site for unloading and the general distribution and lifting of materials.

#### **3.3 Booking Protocol**

- 3.3.1 The appointed contractor will manage the booking in and attendance of all deliveries.
- 3.3.2 If a delivery vehicle has not been booked in, the vehicle will not be permitted to make the delivery and will be sent away from the site. A new delivery day and date will need to be booked. All contractors and hauliers will be informed of this prior to work commencing.
- 3.3.3 Traffic Marshals will oversee vehicle movements on the public highway if required.

#### **3.4 Route Management**

- 3.4.1 The site is well served by the strategic road network. Unless advised otherwise, it is expected that the following routes will be used to access the site:
- A321



## **4.0 SITE MANAGEMENT MEASURES**

### **4.1 Introduction**

- 4.1.1 This chapter outlines the overarching management measures and initiatives which form an integral part of the CMP.
- 4.1.2 The CMP aims to ensure that the construction of the proposed development will be undertaken efficiently, thereby minimising negative impacts on residents and commercial occupiers, the local highway network, and the local environment. In order to ensure impact is minimised the CMP will require the principal contractor and all sub-contractors to fully commit to the 'Considerate Contractor' code of practice.
- 4.1.3 The applicant will be committed to Neighbourhood Liaison and will use some of the following methods to do so:
- Posting newsletters with start dates at least 2 weeks before they start;
  - Letter drops with regular updates; and
  - If viable for this size scheme there may be a website with a QR code available and posted on the outside of the site for regular updates to be tracked via the internet and a website.
- 4.1.4 Any minor or major works that may interrupt neighbours' day-to-day activities or if any scheduled changes need to take place, they will be notified a minimum of 1 week before by letter drop as a minimum.

### **4.2 Management Practices**

- 4.2.1 During all stages of demolition and construction a Site Manager will be employed. The Site Manager will be responsible for maintaining the CMP. The CMP will be routinely reviewed on a monthly basis and at interim stages as required. The Site manager will report any updates or improvements to the CMP to THE COUNCIL on a monthly basis. All updates will need to be approved by the Local Authority (MDS). Compliance with the CMP will be a contractual requirement for the main contractor.
- 4.2.2 The Site Manager will also maintain the *Complaints and Consultation Procedure* document. This sets out the intended method for consulting with local stakeholders prior to commencement and advising them of key milestones during the construction process. The *Complaints and Consultation Procedure* requires the Site Manager to provide his/her contact details and an agreed complaints procedure to all stakeholders prior to commencement.
- 4.2.3 The appointed designers will programme, and progress coordinated design to enable timely procurement and appointments, especially where specialist contractors have a design responsibility.
- 4.2.4 The design teams work to quantify and mitigate all H&S risks as the designs develop. Milestone dates will be set for the final agreement of all design, layouts and specifications
- 4.2.5 The applicant will request progress updates from the main contractor which will include as part of the agenda the CMP performance including complaints from local residents and businesses and disruption to the public highway along with mitigation measures to prevent reoccurrence.

### **4.3 Health, Safety & Environmental**

- 4.3.1 A proactive approach to all aspects of Health, Safety and Environmental Management will be taken.
- 4.3.2 A system will be set up to record / report all incidents, hazards, accidents and inspections and analyse any arising trends.
- 4.3.3 All subcontractors will undergo a selection and pre-qualification process prior to their employment. This will establish that they operate at a satisfactory and compliant standard. Their Company Health & Safety Policy, their Environmental Policy and records of accidents and incidents are required prior to gaining status as approved subcontractors and only sub-contractors on the approved register will



- be employed on this site.
- 4.3.4 Health & safety support, advice and information will be given to the site management and a full monthly review of site activities and performance will be implemented.
  - 4.3.5 A first class approach to H&S by specialist contractors will be expect at all times.
  - 4.3.6 All plant utilised will be from recognised suppliers and care will be taken to ensure correct and current certification accompanies the equipment. Only operators who have been trained and who hold current certificates will be allowed to operate plant or equipment.
  - 4.3.7 Manhandling of materials will be avoided whenever possible, however when this is unavoidable it will be ensured that safe and stable access ways are prepared and that manual handling aspects have been considered.
  - 4.3.8 The use, position and methods of operation of all plant and equipment used on site will be documented in specific method statements to be in place before any section of works start. The exact size, capacity and position of the major items of plant is subject to agreement by all interested parties but in time to allow placement of orders to meet the programme requirements.
- 4.4 Highway Protection**
- 4.4.1 In the event that dirt does find its way onto the public highway a road sweeper will be deployed to clean the highway.
  - 4.4.2 Works which may impact on the public highway, whether footways or carriageways will require traffic management in accordance with Chapter 8 of the Department for Transport's *Traffic Signs Manual*. All traffic management will need to be authorised by the relevant highway authority before implementation.
- 4.5 Storage of Materials**
- 4.5.1 All materials will be stored on site. Such planning and strategy will minimise the space taken by stored materials and will increase efficiency, organisation and minimise wastage due to damage.
  - 4.5.2 In order to ensure that the work areas are maintained in a clean condition and free from debris, a good housekeeping system will be employed whereby rubbish & waste will be collected on a regular basis and deposited to managed skips to prevent any build up.
  - 4.5.3 All plant and materials will be stored safely in a dedicated area and collected / returned as required.
  - 4.5.4 During the demolition phase, rubble will be stock piled safely in an area of the site ready to be recycled.
  - 4.5.5 Spoil will be removed from the site via wait and load with material stockpiled on site and transferred via on-site plant into the on site waiting vehicle. Vehicle drivers will remain with their vehicle at all times and the engine will be turned off during collections. The maximum dwell time for construction vehicles removing materials will be 40 minutes.
- 4.6 The erection and maintenance of hoardings.**
- 4.6.1 Construction activities will take place within a safe and secure, hoarded environment and the contractor will liaise with The Council to see all licences are in place and maintained as required.
  - 4.6.2 Hoardings will be min 2.4m high ply faced timber framed hoardings designed to withstand wind and impact by our temporary works Engineer.
  - 4.6.3 Hoardings will be inspected, and repair as required the site boundary hoardings to ensure security is maintained and the site is well presented for the duration of the project.
  - 4.6.4 Health, Safety & Environmental + General Information signs and details concerning the project will be displayed. This will include as a minimum contact details and out of hours contact details.



#### **4.7 Procurement Strategy**

- 4.7.1 The procurement strategy will demonstrate a commitment to safer, more efficient and more environmentally friendly distribution.
- 4.7.2 Contractors will also be encouraged where feasible or practical to source items locally to reduce the number and journey length of deliveries.

#### **4.8 Waste Management**

- 4.8.1 In accordance with the principles of the UK Government's '*Waste Strategy 2000*' a primary aim during demolition and construction will be to reduce the amount of waste generated and exported from the site. This approach complies with the waste hierarchy whereby the intention is first to minimise then to treat at source or compact and finally, to dispose of off-site as necessary.
- 4.8.2 The principal contractor will be required to produce a construction Site Waste Management Plan, which will contain:
  - Classification of all wastes expected to be produced;
  - Estimation of the quantity of each type of waste;
  - Measures to minimise waste generation;
  - Record all types and quantities of waste;
  - Waste segregation plan;
  - Identify the waste management action for each type of waste including re-using, recycling, recovery of disposal; and
  - Measure to provide adequate staff training and awareness.
- 4.8.3 The principal contractor will ensure that the plan is kept on site and every other contractor knows where it is kept. All relevant contractors will be required to investigate opportunities to minimise and reduce waste generation.
- 4.8.4 As a matter of principle, all waste containers shall be clearly labelled using standard waste signs to clearly identify the waste which should be deposited in them.
- 4.8.5 All waste containers shall be placed in a designated area, segregated wherever practicable.
- 4.8.6 Non-compliance: where sub-contractors in practice do not comply with the waste management strategy they will issued with a non-conformance notice detailing the improvement required and will be contra-charged the cost of any cross contaminated containers that have been collected.

#### **4.9 Site facilities**

- 4.9.1 The construction site layout will include a site office and staff welfare facilities. The location of the office and welfare facilities will change during the phases. A safe pedestrian route will be established and maintained at all times from the personnel access points to the site office and welfare facilities.

#### **4.10 Noise**

- 4.10.1 Noise will be monitored on site. If breached works will cease, alternative methods will be reviewed, with the possibility of further noise screening or shorter duration of breaking activities.
- 4.10.2 All works on site that create noise will not be for sustained periods and will be intermittent. The predicted noise levels for the project are, Noise – Maximum 78dB (LAeq, 1hr) and an average of 75Db during the first month and 65Db or lower over a 10 hr period thereafter. Unless it can be demonstrated that noise levels in the area are already higher than 65dB LAeq,T
- 4.10.3 This will be measured at (or corrected to) a location representative of the nearest noise sensitive receptors. ( ABC method set out in BS5228:2009+A1:2014 Part 1)
- 4.10.4 Live monitoring of vibration will be undertaken during periods where heavy plant and equipment will be utilised for the demolition substructure works. Vibration levels will be kept in line with Good Practice



Guidance for Noise and Vibration. In the event that the noise and vibration levels exceed permitted levels, works will be stopped immediately and the working method will be reviewed to determine whether another method can be used to reduce the levels.

4.10.5 If required, acoustic screens will be deployed to reduce noise and other plant/tools will be used to reduce the vibration levels. Non-diesel equipment will be used where possible.

4.10.6 Furthermore;

- plant will be selected to minimise the potential for noise generation and in this regard appropriate plant will be inspected and maintained at regular intervals.
- Method Statements developed to focus on minimising noisy activities.
- Position plant away from site boundaries whenever practical.
- See that no transistor radios are used on site.
- Ensure a clear point of contact and an action plan should any issues arise.
- Strict controls on the sequencing of works and providing noise protection will be observed for each activity.
- On site noise levels will be monitored regularly, particularly when changes in process are required, or in response to complaints.
- Any compressors brought on-site will be silenced or sound reduced models.
- All pneumatic tools will be fitted with silencers or mufflers.
- Deliveries will be programmed to arrive during working hours only. Delivery vehicles will be prohibited from waiting within the site with their engines running (so as to minimise air quality and noise and vibration impacts).
- All plant items required for use during construction will be properly maintained and operated according to manufacturer's recommendations in such a manner as to avoid causing excessive noise. All plant will be sited so that the noise impact at any nearby noise sensitive properties is minimised.

#### **4.11 Lighting**

4.11.1 Demolition and Construction will only take place during daylight working hours; therefore, temporary flood lighting shall not be necessary and will not be used.

#### **4.12 Dust**

4.12.1 Logistics operatives will ensure that all areas that have the potential to create dust are watered down frequently via water sprayers and / or sprays.

4.12.2 Waste materials will be stored and disposed of frequently to ensure they do not create further dust hazards.

4.12.3 If required, wheel washing stations will be set up at the site exit to ensure no dust particulates and / or soil deposits are transferred onto the public highway.

4.12.4 As standard, covering of spoil, skips and trucks will also be used.

4.12.5 All hand tools that have the potential to create dust will have dust extraction equipment attached to them as a minimum requirement.

4.12.6 Any arising dust and air quality complaints, identify the cause, take appropriate measures to reduce dust emission in a timely manner, and record the measures taken. Any such complaints will be logged and made available to The Council when asked.



#### **4.13 Training**

- 4.13.1 All managers working within the project team will be trained in environment awareness or environmental management as a minimum requirement. Sub-contractors working on the project will be required to submit method statements and risk assessments for their associated works. Within the method statement, details on how noise and vibration will be managed and how the works will be implemented to keep levels within acceptable tolerances will be provided. This will meet the training criteria stated within BS 5228:2009.

#### **4.14 Complaints**

- 4.14.1 All contractors working on site will abide site rules. The site will have an onsite smoking area provided along with a fully functional site canteen. By supplying these provisions, it is the intention to contain all site operatives within the site boundary so far as reasonably practicable within the site working hours.
- 4.14.2 A complaints log will be held at the security reception, in the event that a visitor or pedestrian has any reason to want to make a complaint. The first point of call for any complaint will be handled by our CMP. There will be a contact number and email address located on the site hoarding offering a 24-hour contact number for any issues that may arise during the construction of the project.

#### **4.15 Provision of information**

- 4.15.1 All contractors working on the project will be sent a copy of the CMP as part of their contract. Within the CMP, there will be information on delivery routes, delivery times, restrictions and the delivery booking in system. It is the responsibility of the lead contractor to ensure that every sub contractor sends this information to their respective supply chains and to monitor the process accordingly, to ensure they conform to the site requirements. Every contractor working on the project will be bound to comply with the CMP.

#### **4.16 Security**

- 4.16.1 In order to comply with the Construction (Design and Management) Regulations 2015 the contractor has a duty to 'take reasonable steps to prevent unauthorised access to the site'.
- 4.16.2 On-site facilities, tools and materials will be safeguarded during site working and nonworking hours and our Project Manager will hold overall responsibility for security matters.
- 4.16.3 Out of hours site contacts will be made available to Security Monitoring, Police, Local Residents and will be displayed on the site hoardings.
- 4.16.4 Electronic intruder detection and alarm systems will be installed as necessary and security specialist will monitor and attend by patrol out of hours when required.
- 4.16.5 Perimeter hoarding as well as internal screens will be inspected to ensure security measures are maintained in good order.
- 4.16.6 Secure containers and toolboxes will be used and any hazardous materials or valuable tools will be secure each evening and when not in use.

#### **4.17 Fire Prevention**

- 4.17.1 A project fire plan will be prepared prior to the commencement of the works as part of the Construction Health and Safety Plan. This fire plan will be followed and developed as required through the project.
- 4.17.2 Temporary fire points will be established for each working area including the various site offices and facilities.
- 4.17.3 Arrangements will include the provision of sounder devices for use in an emergency as part of the site fire plans.
- 4.17.4 Work areas will be inspected at the end of each working day to ensure they are left in a safe condition.

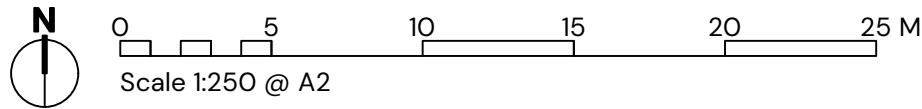


- 
- 4.17.5 Material storage will be kept to a minimum and combustible materials will be stored carefully and in separate areas.
  - 4.17.6 Dedicated emergency routes and assembly muster points will be clearly identified.
  - 4.17.7 Emergency procedures will be explained to each operative as part of their site induction process and information will also be displayed in prominent positions.



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## Appendix A



|     |            |    |    |                                              |
|-----|------------|----|----|----------------------------------------------|
| PO2 | 27/05/2025 | AS | LB | Site plan updated to reflect landscape plan. |
| PO1 | 24/03/2025 | AS | LB | Disabled space moved and paths adjusted.     |

Rev Date By Ap Note



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Project  
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Client  
**Wokingham Borough Council**

Date  
**06/04/2025**  
Scale  
**1:250**  
Filename  
**210806 Wellington Road Planning Master 2.vwx**  
Purpose/Status  
**PLANNING**  
Drawn  
**AS**  
Checked  
**LB**  
Paper Size  
**ISO A2**

Drawing Title  
**Proposed Site Plan**  
Project Number/Drawing Number  
**210806-1052**  
Check all dimensions and levels on site

Revision  
**P02**  
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