

Erection of Rear extension to the existing building creating 1 x 1 bedroom, 2 person flat.**1. INTRODUCTION**

This Construction Traffic Management Plan (CTMP) has been prepared in relation to the rear addition at Hillside, in the London Borough of Haringey (LBH).

This document seeks to outline the construction methods and vehicle movements at the site. It seeks to provide a construction strategy that will minimise the potential for disruption to local residents and users of the highway network.

The contents of the method statement will be complied with unless otherwise agreed with LBH. It is a live document that is there to be updated, as necessary, to include further relevant information as it becomes available and address any issues that may be identified.

2. DESCRIPTION OF PROJECT

The project is to construct a 2-storey addition to the rear of the building.

The new development, outlined in the proposed planning application, will be built in accordance with Stefan Shaw Studios (SSS) design drawings and those provided by the structure engineer. The build team appointed will act for the Client, while EDS will take responsibility for the Role of Principle designer for this project.

The specific development will consist of 1 new flat with its own separate entrance from the existing building. The works are being carried out in conjunction with the roof top works at the property that will provide existing facilities and welfare for site.

3. PERSONNEL

The Client, designers and consultants involved in the project are as follows:

CLIENT

VERA ROAD LIMITED
1-7 Station Road, Crawley, London,
West Sussex, RH10 1HT

MAIN CONTRACTOR

DANIEL DAVID JAMES LIMITED
(DDJL)
1-7 Station Road, Crawley, London,
West Sussex, RH10 1HT

ARCHITECT

STEFAN SHAW STUDIO
Peckham Levels Unit 602
95A Rye Lane
London, SE15 4ST

CONSULTING ENGINEER

HARRISON SHORTT STRUCTURAL
ENGINEERS LIMITED
4 Eustace Road, Guildford, GU4 7EB

4. CLIENTS CONSIDERATIONS / MANAGEMENT REQUIREMENTS

- a) This document seeks to provide a construction strategy to minimise the potential for disruption to traffic, highways, local residents and parking.
- b) The aim of traffic management is to limit the sites effect on any highway users and seek to minimise their frequency and impact during the construction phase.
- c) To ensure deliveries and collection of material from site are carried out in a controlled manner and avoid vehicles waiting on surrounding roads.
- d) Working hours; *Mon-Fri 8.00 – 18.00 and Sat 8.00 – 13.00*. Any work outside these times will be avoided including working on Saturdays. *Work on Saturday will only be carried out if essential.*
- e) Management will provide close liaison and cooperation with the immediate residents within the surrounding area including matters of security, access, noise and dust control throughout the duration of the work.
- f) Before construction local residents and neighbours affected by the works will receive letters; **(a)** notifying them of the nature of the works, **(b)** proposed start date; **(c)** and providing contact details to get in touch directly project management. Details will be provided for contact during and outside working hours. There will also be 'updates and information' provided during the works.
- g) Consideration of health and safety for all those working on site, visitors and the general public. It is advised that no persons outside of the principle contractor can enter the site without permission once works has commenced. The site will be secure with appropriate H&S signage and PPE provided on site.
- h) Welfare provision will be set up on site prior to works commencing and will be maintained in good order throughout the process of works.
- i) Appropriate contract works insurance cover will be in place prior to commencement of works.

5. PROJECT MANAGEMENT

The project management team are responsible for implementing measures within the construction methodology and Management Plan. They will monitor, review and where necessary revise the processes outlined in the plan.

A clear point of contact to be provided for locally interested parties so that in the event of issues / concerns problems this contact can be identified and subsequently appropriate actions may be taken.

Information will be displayed on site highlighting key personnel and their contact number. Local residents and business will be able to call the site office to raise any concerns and project manager will personally deal with complaints ensuring that they are resolved quickly.

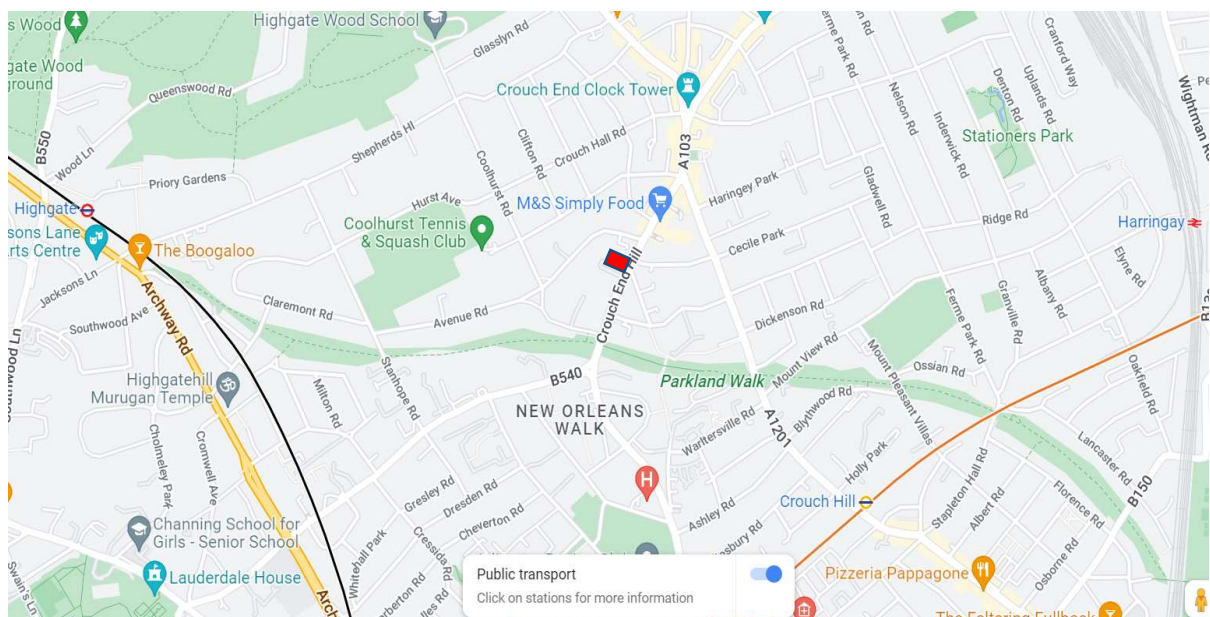
6. SERVICES

As part of the works, new water supplies, gas and electricity will be connected for the new flat. The service(s) brought in for new properties will be designed with the Utility companies to meet requirements for water, gas and electricity and (in the case of Water and Gas) to be made entirely 'independent' of existing supplies into the building.

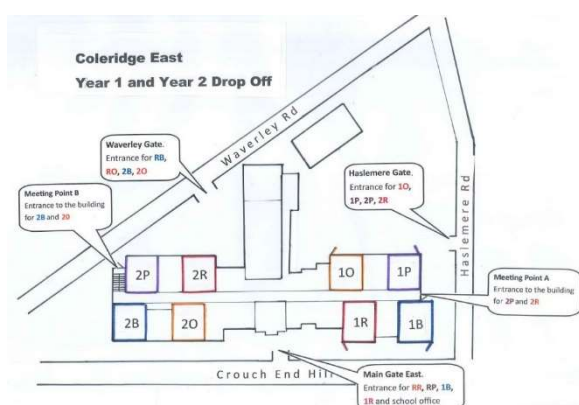
The principal contractor (DDJL) will contact the appropriate service providers for information prior to the start of work. The utility service providers specify service routes.

7. SITE LOCATION

The Building is on Crouch End Hill. It is set back from the main road and has a private entrance for vehicle access all the way to the rear of the property and surrounding landscaping. The site is a 10 minute walk from Crouch Hill and 15 minutes from Highgate Tube Stations, respectively. There is a bus stop just down the hill from the site and also on the A1201 from Crouch Hill. It is only a short walk from site to the amenities of Crouch End town centre.



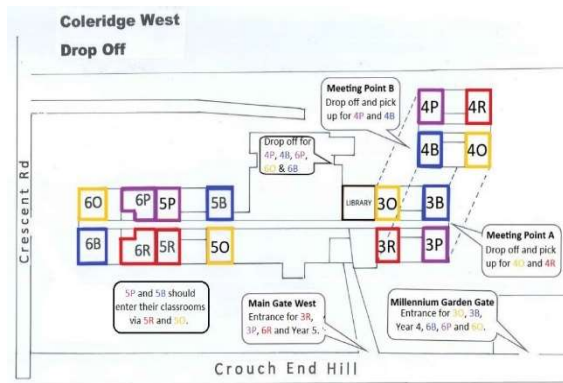
8. LOCAL SCHOOLS - Coleridge Primary School



The site is neighbouring Coleridge Primary School and the diagrams show the school pick up and drop off locations.

Drop off is 9.00am for all year groups and **collection 3.15pm** with the exception of Nursery which has a collection at 12.00 noon - although the Nursery &

Reception entrance is off Waverley Road away from Hillside.



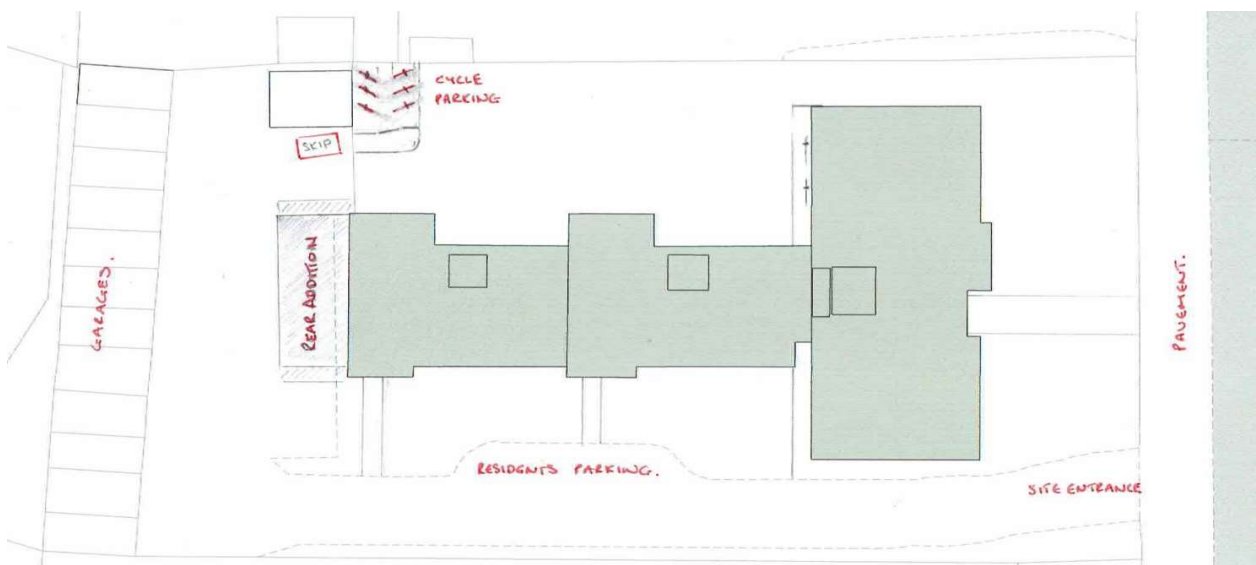
The zig zag markings indicate that no one is allowed to park on Crouch End Hill which would block traffic and there is a dedicated level crossing that will get a high level of use during these times.

It is important that deliveries are scheduled with the local traffic and drop off and collection times in mind. Therefore all deliveries will be post 10am in the mornings and have delivered in enough time to be away from site before 3pm in the afternoons inside term dates in the table below.

Term Dates: 2022/23

Term	Start Date	End Date	Half Term
Autumn 2022	5th September 2022	16th December 2022	24-28th October 2022
Spring 2023	3rd January 2023	31st March 2023	13-17th February 2023
Summer 2023	17th April 2023	21st July 2023	29th May – 2nd June 2023

9. 74 Crouch End Hill, Site Plan



The site plan shows the rear addition at the back.

It is essential that the area in front of the garages is kept 'clear' for vehicle movements access and resident's parking.

The location of the skip is shown on the location map. It is already in use as a location for the roof top works (and provides a clear turning point for exchange and collection).

It is important that the 'car parking area' is not used to store material.

All materials will be taken and stored at top level – as is the case already for the roof top development.

All welfare facilities and site office to remain located at the top level and do not interfere with any amenity space for residents.

The site plan also shows our intention to provide cycle parking for workers and this will be located in the proposed location.

Temporary scaffold will be extended from the existing along the edge of the rear addition just for the steel works to be carried out. These will have appropriate crash decking and netting.

10. Vehicles approaching site

Vehicles approaching the site come along the A103 to turn off the main road. There is to be no loading or unloading on the public highway.

Before arrival deliveries will inform Site:

- Banksman will be on hand to ensure the any vehicle has guidance on approach
- Ensure the access road onto site is clear.
- Notices will be provided in advance if a vehicle is required to block access at anytime.

All deliveries will be requested that smaller delivery vehicles are used; especially with the main suppliers Lawsons and MP Moran.

For 'larger wheel' based vehicles. It is proposed that Banksman are placed to manage the traffic and allow the vehicle to reverse onto the site. This ensures that vehicle can leave site once unloaded in forward gear.

11. Traffic Hours for Construction Vehicles

It is proposed that the construction traffic and working hours are between: (subject to approval from Environmental Noise Protection)

- Weekdays: 8.00 – 15.00 (after 10am for any larger vehicles)
- Saturday: No Activity
- Sunday & Bank Holidays: No Activity

Vehicle activity will only take place outside of peak periods with local school traffic taken into account. In order to minimise disruption to the local road network and residents. All larger deliveries are only to be between 10am and 3pm.

12. TRAFFIC MANAGEMENT AND HIGHWAYS

a) Construction Deliveries

All delivery drivers are to give 30 minutes warning prior to arrival.

Banksmen will be used to manage traffic and monitor the process for vehicles arriving or leaving the site.

It is proposed that there would be no more than one major material delivery made to site on any one given day during the construction process, however, vehicle arrival and departures will be staggered so there is never more than one delivery at any time.

b) Proposed Vehicle Routes

Vehicle sizes will be accessed to avoid the need for any unnecessarily large vehicles. It will be worked through with Lawsons & MP Moran (the main suppliers to site) that they need to use their shorter wheel-based vehicles where possible for deliveries to site.

All personnel responsible for delivery or collection will be advised of the prior agreed vehicular access route.

c) Vehicle Types and Movements

The vehicle types vary during the construction process.

The most common vehicle types specifications are:

- Skip lorry 6.8m length, 2.5m
- 5.5m length, 2m width LGV's (transit)
- Transit Delivery Vans

d) Heavy Duty Crossover and Public Highways

This is already in place. Arrangement with Haringey Council confirmed that a heavy-duty crossover is in place to allow heavy construction vehicles and HGV rigid vehicles to cross the existing highway entrance onto site.

Photographs have also been taken and submitted to Haringey Highways Officer (prior to the start of the construction works) to ensure that a record has been taken to agree existing highway conditions.

It remains the responsibility of the construction site should there be any cost of repairing any damage caused by construction vehicles / activities to the highway.

The contractor is responsible for maintaining and monitoring the condition of the highway in the immediate vicinity of the site. This includes keeping it clean and free from any materials.

e) Parking and Management of site personal operatives and visitors

All sub-contractors and visitors to site are encouraged to come via public transport. There are buses direct from the tube stations to site. There will be cycle storage provided on site as per the site diagram.

All regular operatives will be told not to come by vehicle.

f) Transport for Sub-contractors and Site Operatives

All site operatives will be told not to drive to site. All site operatives will be encouraged to use the public transport provision in the area (main line train, tube, bus) or cycling. As part of the wider scheme a key element of cycle provision will be made for operatives on site.

13. ON SITE FACILITIES

a) Welfare for site operatives

The welfare cabin is at the top level where the main roof top development is ongoing

Separate site facilities are provided with hot water for washing hands. No provision relies on any operatives entering the main building.

b) Hoarding

No material is to be stored at ground level. Anything that arrives on site will be taken up to top level - as part of the main construction site - immediately after its arrival.

c) Pedestrian Routes

All pavement areas around the building and public land must be always kept clear for the safe movement of pedestrians.

d) Scaffolding

As part of the main roof top construction the building is surrounded by scaffolding (B.L.S scaffolding).

The existing scaffolding will need to be extended out to provide working platforms at the rear of the property.

e) Control of Dirt and Site Cleanliness

The objective with controlling dirt is to ensure footways and adjacent carriageways are kept clean at all times.

It is important when working at the rear of the property that workers are responsible for maintaining the ground drainage of the garage area and keeping the area clean, tidy and clear of materials.

f) Noise, Vibration & Dust

The contractor will adhere to the guidelines set out in the Council's *Control of Pollution & Noise from Demolition and Construction Sites - Code of Practice* (May 2008).

Haulage and vehicle operators will be instructed not to idle their vehicles when delivering.

Power tools only used during the times of day specified within the stipulated working hours.

Any required scaffolding will be fully sheeted with monoflex which will help to retain dust on site.

Where appropriate, tools will be provided with vacuum extraction. Tools may be specially designed to be fitted with industrial vacuum units that suck the dust away as it is being created. This method is also preferable for enclosed locations during the fit out of the units.

g) Site Security

Security measures are to ensure a secure site and safe environment for local residents in terms of their own amenity space.

Scaffolding is regularly assessed (weekly inspections) and appropriate alarming and sensory monitoring in place.

Appropriate signage to warn the public of the dangers of a construction site.

Access to the site will be restricted to those within the contracting team and relevant sub-contractors.

Any plant or equipment stored on site must be made secure in separate locked boxes that will deter criminal activity.

Appropriate fire extinguishers and H&S equipment will be kept on site at all times.

A procedure will be put in place for the correct closing down of the site at the end of the working day. This will include:

- Activation of all alarm systems
- Closing and secure bolting access to the scaffolding including low level ladders and lift
- All tools and equipment stored away in appropriate secure storage
- An inspection of the site to make sure that no elements are left exposed to the weather
- All water and power are correctly turned off

14. CONSTRUCTION PROGRAMME

The construction process will be managed by a principle contractor controlled by the development company.

The projected site programme is 14 weeks;

- Site Setup, Scaffolding, Utilities, 1 week (*Jan 2022*)
- Main Structural works, 5 weeks (*Jan-Feb 2023*)
- Roofing works and Internal Fit Out, 4 weeks (*Feb-Mar 2023*)
- External façade, landscaping, 4 weeks (*Mar 2023*)

It should be noted that these are guidance to the timeframes applicable to each phase of construction. However, the phases themselves do overlap.

It is within interests of both the contractor and neighbours to expedite works as quickly and efficiently as possible whilst giving due consideration to local residents and interested parties.

a) Plant and Material Storage

All materials, tools and equipment required to complete the project will be stored at the top level on site. All materials delivered to the site will be timed and sized so that they can be manoeuvred / and stored up top easily that day.

There is no requirement for plant equipment such as machinery or generators – all equipment is small enough to be used and stored at top level.

No tools, equipment or building material is left at ground level at any time. The contractor will provide locked tool chests facilities for added security.

The scaffolding has a tin roof covering the building with a monoflex screen around. Access on and off the scaffold is restricted to working personnel. The scaffolding is alarmed when not operational.

b) Construction Waste

All construction waste is to be sorted and have the facility to be stored on site and easily removed. Skip location - please see area outlined on site plan.

Powerday are the appointed waste contractor. The skip is to be cleared as soon as it becomes full. The skip must be covered when not in use and at night.

Where possible, segregation of recyclable and non-recyclable material will be employed during the construction process. Powerday will be responsible for waste management and have a 100% recyclable waste policy.

c) Water Efficiency and Drainage

Construction methods which help to reduce water consumption will be utilised wherever possible. As part of the building regulations the development shall achieve a maximum water use of 125 litres per person per day.

The new flats will be provided with low flush toilets. Taps and showers will be fitted with low flow rate fittings.

15. CDM, HSE and Building Control

The Client will take the role of the principle designer for the Construction Design Management (CDM). Responsible for managing the health, safety and welfare on the construction projects - in accordance with the April 2015 regulations. Site safety is taken extremely seriously and appropriate method statements and risk assessments will be in place.

The site will be registered with the Health & Safety Executive and operate in accordance with strict guidelines (legal series guidance 2) for the safety of site operative and the general public.

JHA are approved building control inspectors and are appointed to monitor during the construction process.

16. COVID-19

To ensure that we do all we can to protect and prohibit the spread of corona virus we are taking the following steps.

- Sanitising hand stations to be setup around site for operatives.
- Visitors to site to sanitise hands before entering site or welfare area.
- Masks to be provided and to be worn when in any area of the common parts of the building.
- A temperature gun is provided on site for immediate temperature check (operatives who are unwell are told they will be sent home) as part of the 'keeping site safe policy'.

17.SUMMARY

This Method Statement is a live document that will be updated as necessary to include relevant information and address issues that may be further identified with local residents.