

RIDGE

PROPERTY & CONSTRUCTION CONSULTANTS

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A r c h i t e c t s

**VAHNEA STUDENT RESIDENCES, BOGNOR REGIS
FRAMEWORK CONSTRUCTION LOGISTICS PLAN**

Prepared for

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1. INTRODUCTION

1.1 Background

- 1.1.1. This Framework Construction Logistics Plan (FCLP) has been produced by Ridge and Partners LLP on behalf of Cover Storey Architects LLP, in support of a planning application for the development of student accommodation within Bognor Regis Town Centre, comprising up to 104 residential units.
- 1.1.2. This is a Framework CLP and serves to provide an overview of the expected logistics activity and management during the construction phase of the scheme. Should planning permission be granted it is envisaged that West Sussex County Council (WSSCC) will require the appointed contractor, by planning condition, to detail this CLP for submission and approval by WSSCC prior to commencement of works.
- 1.1.3. The structure of this FCLP is as follows:
- Chapter 2 provides background information regarding the site including existing and proposed land use, highway network and public transport network;
 - Chapter 3 summarises the construction details including construction programme, vehicle movements, site management and plant and material storage;
 - Chapter 4 details traffic management for the construction period including management of deliveries and collections;
 - Chapter 5 summarises the key policy surrounding CLPs and sets out best practice schemes;
 - Chapter 6 sets out the monitoring, compliance and reporting for the construction period; and
 - Chapter 7 details the management of the CLP.

1.2 Main Issues or Challenges with the site

- 1.2.1. The construction site will lie within a busy town centre environment, close to Bognor Regis High Street, pedestrianised shopping areas and bus routes. The operation and management of the construction site will therefore require careful planning with WSSCC and Arun District Council.
- 1.2.2. The main challenges considered at this stage are as follows:
- The site lies in a busy town centre with access onto Bedford Street which is one way northbound. Location of and access to the site compound will need to be carefully considered to reduce adverse impacts.
 - The site sits above a retail property and is in close proximity to other commercial properties. Access to and servicing of these properties will need to be maintained throughout the construction period. The developer will need to consult with key third parties (including Wilko which is directly below the site and Morrisons which is opposite to the site from an early stage to devise plans that limit any potential adverse impacts.
 - It is possible that some building materials may need to be stored on the public highway for part of the build and a mobile crane will be required to over sail the public highway, both of which will require licences from WSSCC. Traffic management is likely to be required when the crane is in operation to ensure risk to road users is overcome.
 - Traffic Regulation Orders (TROs) will be required for the temporary restriction of parking on Bedford Street.

- The construction of the site may overlap with construction of development sites within the town centre and the contractors operations will require co-ordination to minimise impacts.

1.3 Contractor Responsibility

- 1.3.1. The developer is aware of the challenges of the construction site and is committed to working closely with WSCC and Arun District Council to mitigate adverse impacts of the construction of the development.
- 1.3.2. The appointed contractor would expect to attend regular working group meetings to discuss construction and particular opportunities to collaborate to minimise disruption caused by the construction process.
- 1.3.3. During the execution of the works, the Principal Contractor will be tasked with ensuring all works are carried out safely and in such a way to minimise inconvenience to pedestrians or other road users and with a positive consideration to the needs of the local residents, site personnel and visitors as well as the general public.
- 1.3.4. The project itself would be registered under the Considerate Constructors Scheme (CCS) that sets standards to be achieved for mitigating the impact of construction projects on the local area. The Principal Contractor will be responsible for ensuring that the individual CCS requirements are adhered to.
- 1.3.5. The developer is also aware of Construction Logistics and Cycle Safety (CLOCS) guidance and currently promote the Freight Operator Recognition Scheme (FORS) for all their other construction sites. More information on best practice guidance is given in Chapter 5.

2. SITE INFORMATION

2.1 Site Location

- 2.1.1. The site is located within the centre of Bognor Regis, on Bedford Street, approximately 200m south of Bognor Regis Railway Station.
- 2.1.2. The site is bound to the north and south by retail properties, to the east by a pedestrianised shopping precinct, and to the west by Bedford Street and Morrisons car park. The site location is shown in Figure 1.

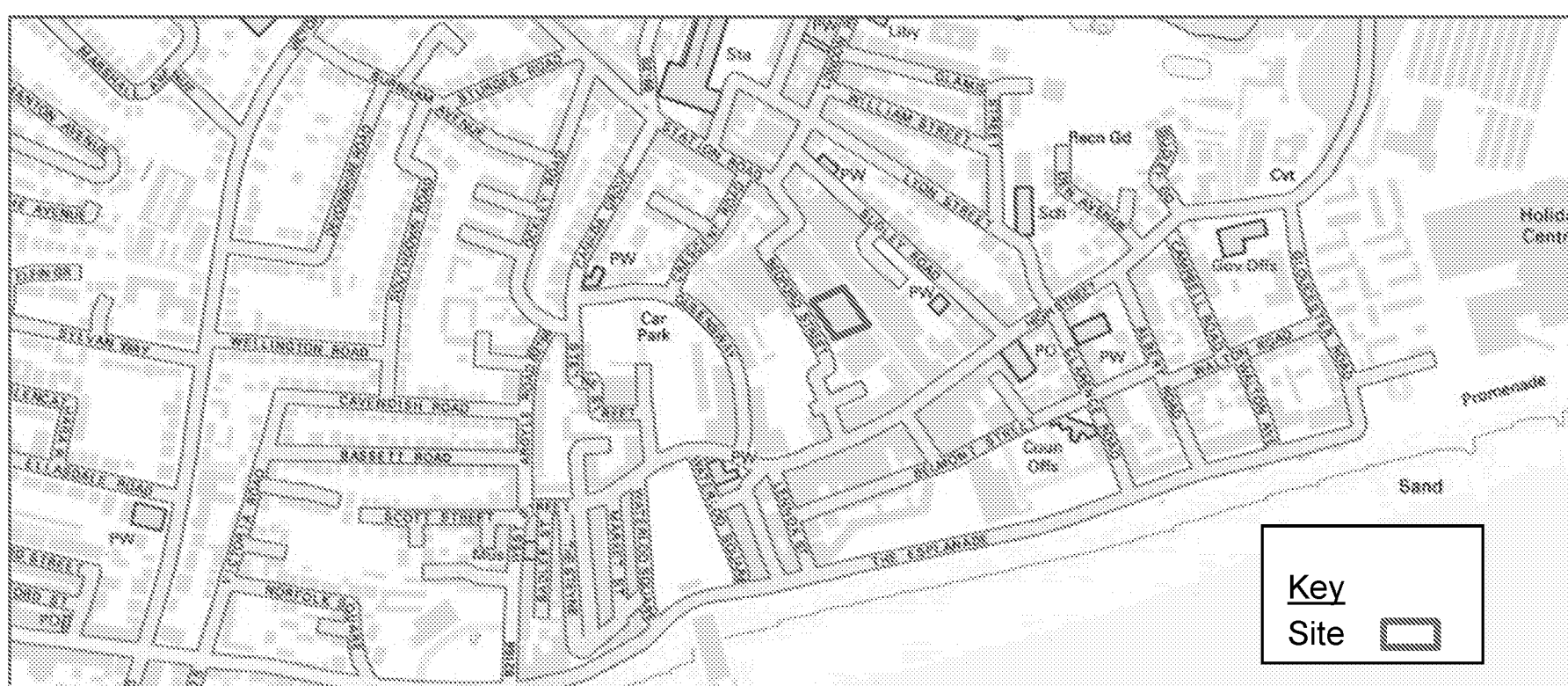


Figure 1: Site Location Plan

2.2 Existing and Proposed Land Use

- 2.2.1. The existing site is a Wilko store which has its main access from the pedestrianised section of London Road and secondary access from Bedford Road including deliveries. The proposed scheme involves part conversion and extension of existing building to provide 6 additional storeys over existing rooftop, to provide for up to 104 student residential units with access from Bedford Street, associated servicing and ancillary accommodation. Existing and staircore extension to existing building to provide access from Bedford Street. No car parking is allocated to the proposed units.

2.3 Highway Network

- 2.3.1. Bedford Street is a one-way street ranging from 4.3m to 5.3m in width subject to a 30mph speed restriction. Parking restrictions and loading bays along Bedford Street are detailed in Figure 2. A loading only bay is present on the eastern side of Bedford Street adjacent to the Wilko Collection Point (Photo 1). Disabled parking bays are present on the western side of the street (Photo 2) including within a layby adjacent to the Morrison store. North of these disabled bays, there is single yellow lining on the western side of Bedford Street up to the entrance of Morrisons.





Photo 1: Loading Bay on Bedford Road



Photo 2: Existing Disabled Bays on Bedford Road



- 2.3.2. Bedford Street connects to the High Street and the non -pedestrianised section of London Road. This in turn connects to the B2166 Longford Road and then onto the B2259, A259, and the A29 for strategic link to East Worthing and Brighton.
- 2.3.3. In terms of the wider highway network the A259 provides a link to Chichester, approximately 11km north-west of the development. From Chichester the A259 provides a link to the A27 connecting the development site to Havant and Portsmouth approximately 27km and 36km north-west of the development site respectively.

2.4 Public Transport

- 2.4.1. The site is well located within close proximity to both rail connections and bus services. The site lies 0.3km from Bognor Regis Train Station, which equates to an approximate four minute walk northbound from the development. This provides links to London.
- 2.4.2. The development site is also located within close proximity of five bus stops on the High Street and two stops on Queensway. The closest stops are located approximately 150m south of the site on High Street. Table 1 below provides an outline summary of the bus services that operate within close proximity of the site.

BUS STOP	SERVICE	ROUTE	APPROXIMATE FREQUENCY	BUS OPERATOR
High Street Stop A	66a	Bognor Regis – Yapton – Bognor Regis	5 per day	Compass
	66c	Bognor Regis – Yapton – Bognor Regis	3 per day	Compass
	Star	Bognor Regis – South and North Bersted – Bognor Regis	30 minutes	Stagecoach
	U7	Bognor Regis Hotham Park - Chichester	8 per day	Stagecoach
High Street Stop B	61	Bognor Regis – Aldwick – Bognor Regis	6 per day	Stagecoach
	62	Bognor Regis – Aldwick – Nyetimber – Aldwick – Bognor Regis	6 per day	Stagecoach
	600	Elmer – Bognor Regis – Chichester	30 minutes	Stagecoach
Queensway Stop E	66a	Bognor Regis – Yapton – Bognor Regis	5 per day	Compass
	U7	Bognor Regis Hotham Park - Chichester	Bognor Regis Hotham Park - Chichester	Stagecoach

Table 1: Bus Services

3. CONSTRUCTION DETAILS

3.1 Development Proposals

- 3.1.1. The scheme involves the extension of existing building to provide 6 additional storeys over existing rooftop, to provide up to 104 student residential units, with access from Bedford Street, associated servicing and ancillary accommodation. Entrance and staircore extension to existing building to provide access from Bedford Street.
- 3.1.2. The construction will involve strengthening existing foundations or inserting perimeter piling/columns, steel frame and concrete composite deck bridging over the main building, metframe or similar pre-made pre-finished panel system and modular component bathrooms.

3.2 Construction Programme

- 3.2.1. The construction programme associated with the proposed development is expected to span 18-month period, starting in March 2019. An indicative programme is set out below in Table 2. The exact sequence will be determined at a later date and will be subject to agreement with contractors at the time of their appointment.

ACTIVITY	APPROXIMATE START DATE	APPROXIMATE END DATE
Enabling works (16 weeks)	March 2019	July 2019
Main structure (28 weeks)	August 2019	March 2020
Fit out (16 weeks)	March 2020	July 2020
Development in full operation	July 2020	

Table 2: Indicative Construction Programme

3.3 Licences

- 3.3.1. It is likely that due to the constrained nature of the site, the following licences will need to be obtained from WSCC:
- **Building Materials on the Highway Licence.** This is required where any building materials are placed on any part of the highway.
 - **Mobile Cranes and Tower Cranes Licence.** This is required by any contractor intending to place a mobile crane or tower crane on, lift from, and /or oversail the public highway. No work can commence on the public highway without an authorised licence. When the crane is in operation it is likely that appropriate traffic management measures will be implemented to ensure risk to road users is overcome.
 - **Traffic Regulation Order (TRO).** This is required to temporarily suspend parking on Bedford Road in order to accommodate deliveries and collections to and from the site. More information is given in Section 4.1.

3.4 Construction Vehicle Movements

- 3.4.1. The exact number of HGV's and LGV's accessing and egressing the site during the construction period is currently unknown as the exact sequencing of construction has yet to be finalised.

However, vehicle access arrangements and proposed routing of construction vehicles will be in line with guidance set out by WSCC.

- 3.4.2. Appendix A shows the Advisory Lorry Routes as set out by WSCC. This shows that construction vehicles should be routed to the site via the A259 and then onto the A29 for local access to Bognor Regis.
- 3.4.3. Local access trips using roads not shown in Appendix A must be made in accordance with traffic signing. Figure 3 below shows possible local construction vehicle routing to the site from the A29, along the B2166, with the option to access the site via Queensway or West Street. Construction routes will be agreed with the Local Planning Authority and would be the subject of a planning condition or legal agreement associated with any planning approval.

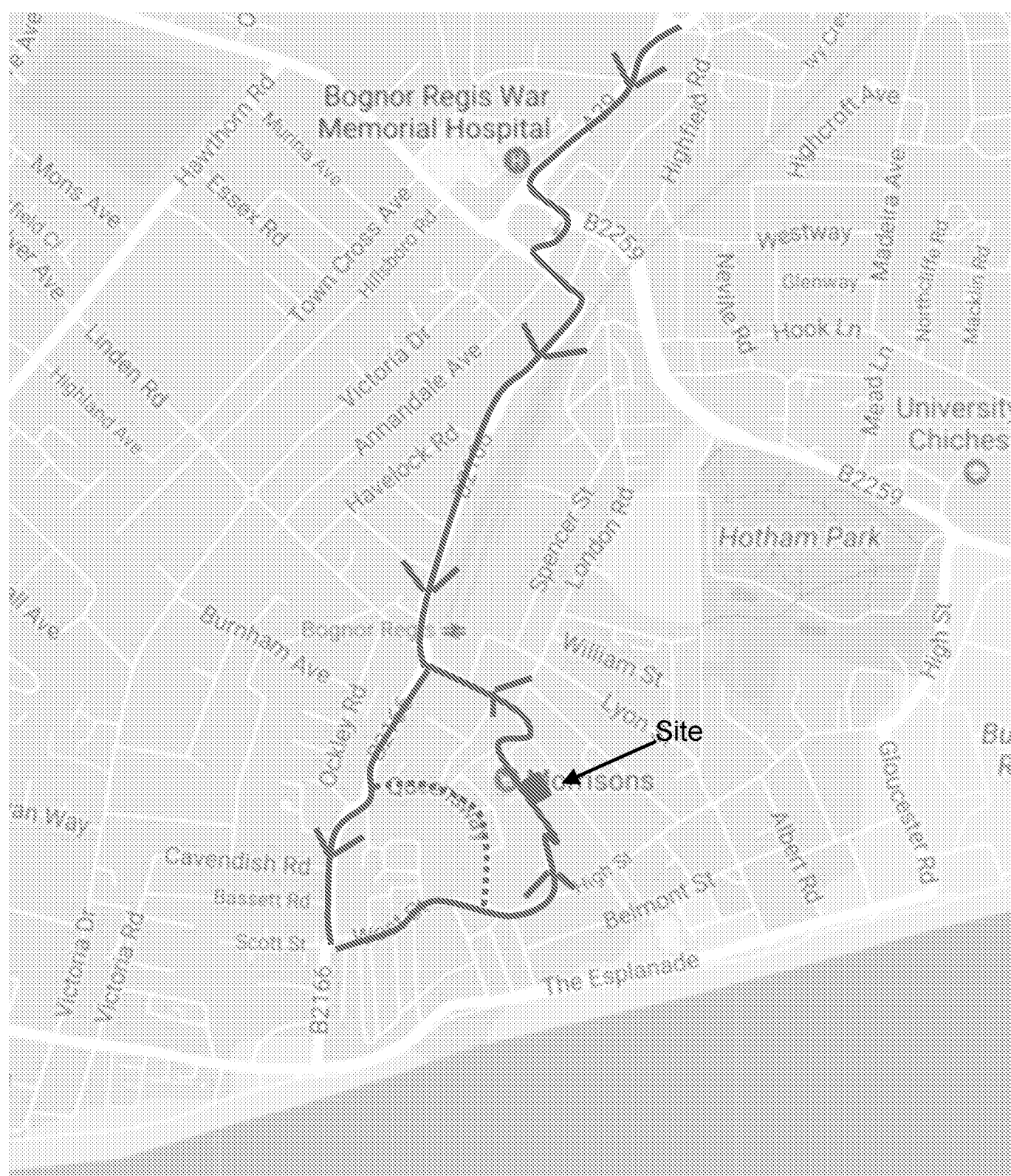


Figure 3: Local Construction Traffic Routing

- 3.4.4. Overnight lorry parking is provided at London Road Lorry Park, which is accessed from the A259.

3.4.5. All heavy and abnormal loads are required to notify the County Council in advance of any abnormal load movement. The Council will check the proposed route to ensure its suitability for abnormal loads. A vehicle will be classed as an abnormal load where one or more of the vehicle dimensions are exceed:

- 44,000 kilograms weight
- 2.9 metres wide
- 18.65 metres long

3.4.6. Hauliers should also contact the police for approval and to provide escort where necessary.

3.5 Site Management

3.5.1. A Vehicle Banksman will be the main point of contact for all vehicles wishing to access the site. The banksman will meet vehicles either at the site compound or on street and direct them as required. They will also assist vehicles leaving the site if required when joining the existing traffic along Queensway or Bedford Road.

3.5.2. The anticipated core working hours for construction traffic are:

- 08.00 -17.00 Monday to Friday
- 08.00 – 13.00 Saturday; and
- No working on Sundays, bank or public holidays unless with specific agreement with WSCC.

3.5.3. Any work outside of these hours will be subject to prior agreement with WSCC and relevant stakeholders with sufficient notice period given to consider the application.

3.5.4. Working hours will be agreed with the Local Planning Authority and would be conditioned on any planning approval.

3.6 Plant and Materials Storage

3.6.1. Due to the restricted location of the site, all required plant and materials will be accommodated within a site compound. Initial discussions have been undertaken between the client and Morrisons (relating to part of the car park area) and also with the tenant of the adjacent land immediately to the north of the development site with regards to the potential site compound location and size. These discussions will continue post planning when a more detailed programme of works and Full detailed Construction Logistics Plan are produced.

3.6.2. These discussions will also need to include access to the compound. There may be a requirement to have a dedicated construction access from Bedford Street to the potential site on the Morrisons car park to minimise conflict and ensure pedestrian access and safety is maintained. A final site plan indicating the agreed on-site compound and storage area as well as pedestrian access routes along Bedford Street and access to retail units will be provided in the detailed CLP served by planning condition submitted post-planning.

3.6.3. It is envisaged that all deliveries to the site will take place on Bedford Street, as discussed in Chapter 4. General non-site traffic will continue to use Bedford Street as normal, with servicing of the other retail units using the existing loading/unloading bay on the eastern side of the Street.

Whilst a crane is unloading and transferring deliveries to the site level, temporary traffic management would be required, to be agreed with WSCC, which would ensure the safety of traffic and pedestrians using that section of Bedford Street.

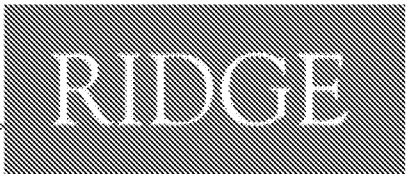
3.7 Staff Travel

- 3.7.1. There will be no on-site parking provided for staff / contractors during the construction phase. All site staff will be encouraged to use sustainable modes. The contractor will be required to consider operatives parking and the possible establishment of a Construction Travel Plan to include promoting travelling by public transport, car sharing initiatives and local parking options if necessary.
- 3.7.2. As shown in Chapter 2 the site is well served by public transport including buses and national rail services.

4. TRAFFIC MANAGEMENT

4.1 Managing Deliveries and Collections

- 4.1.1. It will be the responsibility of the site manager to ensure that vehicles visiting the site are dealt with in an efficient manner. Through the purchase agreements, suppliers will be requested to deliver or collect materials at set times which will be planned by the managers on-site.
- 4.1.2. A vehicle booking system will be utilised to manage and control deliveries to site. This will help minimise deliveries during peak hours and ensure contractors do not turn up without prior notification of their arrival. Deliveries will be restricted where possible to the inter-peak period, i.e. 0930- 16.00 hours unless otherwise agreed with WSCC.
- 4.1.3. An off-site holding area located at London Road Lorry Park is likely to be necessary considering the restricted nature of the site. This holding area will be confirmed within the detailed CLP post planning.
- 4.1.4. For the duration of the construction phase there will be a permanent banksman available on site with the role of assisting construction vehicles to access the site and if necessary with reversing.
- 4.1.5. Deliveries and collections will take place from Bedford Street. Temporary suspension of a number of disabled parking bays along the western side of Bedford Road (shown in Photo 2) will be required to accommodate loading/unloading bays. The contractor will need to apply for a Temporary Traffic Regulation Order (TRO) from WSCC. Exact details of the number of bays to be suspended and for how long will be detailed in the full CLP.
- 4.1.6. A mobile crane will be located within the site compound to facilitate easy and quick loading and unloading of delivery vehicles. Further licences will be required from WSCC for storing building materials on public highway and over sailing a public highway as stated in Section 3.3. When the crane is in operation it is likely that associated traffic management measures will be put in place to ensure the risk to road users, including pedestrians is overcome. Proposed location of site compound will be detailed in the full CLP post planning.
- 4.1.7. When deliveries and collections are being made to and from the site the following controls shall be in place:
 - All drivers must have a copy of the traffic management plan (Appendix A) to be accepted onto site
 - All drivers must follow the Traffic Management Plan;
 - The banksman will oversee all traffic movements; and
 - Appropriate warning signage will be put in place, in and around the site.
- 4.1.8. Where possible, the site manager will contact the delivery driver on the morning of the delivery to verify the time of arrival and communicate any changes to the planned time to the management team and banksman. All vehicle drivers must contact the management team five minutes before arrival on site.
- 4.1.9. It is envisaged that general traffic will not be affected by site deliveries on Bedford Street and servicing and deliveries to the existing retail units along the street will continue to use the loading/unloading bay adjacent to the Wilko collection point.



4.2 Types of Vehicles Visiting the Site

4.2.1. The types of vehicles visiting the site will change over the course of the works. An indication of the types of vehicles expected to visit the site is provided below in Table 3, the largest of which will be a mobile crane. The exact types of vehicles will be confirmed post planning within the detailed CLP. Light goods vehicles would be present at all stages of the works programme, but in greater numbers during the fit out when the trades are on-site.

WORKS PROGRAMME	VEHICLES
Enabling works	Mobile crane, articulated lorry, 26t to 32t skip lorry
Main structure	Articulated lorry, 7.5t to 26t rigid lorries
Fit out	Articulated lorries, 7.5t to 26t rigid lorries, LGVs

Table 3: Types of Vehicles

4.3 Control of Dust and Dirt on the Public Highway

- 4.3.1. Dust and debris on the road is one of the main environmental nuisance and safety problems arising from construction sites. The appointed contractor will make appropriate provision to minimise dust and dirt on the highway.
- 4.3.2. In addition if the need arises, suitable plant such as a road sweeper will be employed to ensure surrounding roads are kept clean at all times.

5. DEVELOPING AND USING POLICIES

5.1 Waste Minimisation

- 5.1.1. In accordance with the Waste Strategy (2007) the aim during the construction phase will be to minimise waste generated.
- 5.1.2. Waste will be generated during all stages of the construction programme. However this will be carefully managed and cleared to prevent nuisances such as litter, dust, odour and pests, and to maintain a 'clean' working and site environment, for the benefit of all parties.
- 5.1.3. A Waste Management Plan for the site will be produced post planning by the appointed contractor and further details regarding waste management will be included in the final CLP.

5.2 Best Practice Schemes

- 5.2.1. Industry best practice will be adopted wherever possible to support the construction phase of the development. This will be achieved by ensuring that through the procurement process the main and sub-contractors employed will be members of, or signed up to the relevant best practice schemes and initiatives including the following:

Considerate Constructors Scheme

- 5.2.2. Construction sites, companies and suppliers voluntarily register with the scheme and agree to abide by the Code of Considerate Practice, designed to encourage best practice beyond statutory requirements. The scheme is concerned about any area of construction activity that may have a direct or indirect impact on the image of the industry as a whole. The main areas for concern fall into three categories: the general public, the workforce and the environment.
- 5.2.3. The Considerate Constructors Scheme will promote best practice relating to on-site activities at the Vahnea Student Residences site, and those in the vicinity of the site. It is noted the site would be registered under this scheme.

Fleet Operator Recognition Scheme (FORS)

- 5.2.4. FORS is a method of recognising fleet operations which comply with the requirements of the FORS standard. The FORS standard is based upon lawfulness, safety, efficiency and environmental protection. Fleet operator's operations are audited against the requirements of the FORS standard by an approved FORS certification body.
- 5.2.5. FORS is a voluntary certification aimed at ensuring that fleet operators work lawfully and to best practice as stated in the FORS standard. The standards cover: Management, vehicles, drivers and operations. For suppliers that deliver to the site the developer will promote FORS where possible.

Construction Logistics and Cycle Safety (CLOCS)

- 5.2.6. CLOCS brings the construction logistics industry together to revolutionise the management of work-related road risk and ensure a road safety culture is embedded across the industry. The aim

is to ultimately help protect pedestrians, cyclists, motorcyclists and other road users who share the roads with construction vehicles.

- 5.2.7. CLOCS has developed the CLOCS standard for construction logistics: Managing work related road risk (WRRR), a common standard for use by the construction logistics industry. Implemented by construction clients through contracts, it provides a framework that enables ownership in managing WRRR which can be adhered in a constant way by fleet operators.
- 5.2.8. A number of supplementary guidance documents have been produced to assist those implementing the CLOCS standard for construction logistics. These include:

Improving vehicle safety

- 5.2.9. There are four main requirements with regard to improving vehicle safety:

- Warning signage
- Side under run protection
- Blind spot minimisation
- Vehicle manoeuvre warnings

Managing Driver training and licensing

- 5.2.10. There are two requirements for managing drivers:

- Training and development – all drivers undergo training and continued professional development specifically covering the safety of vulnerable road users
- Driver licensing – all drivers must hold a valid licence for the vehicle they are tasked to drive.

Managing supplier compliance

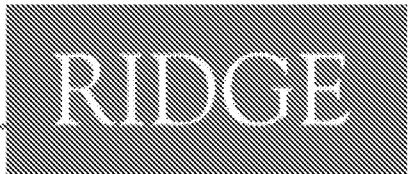
- 5.2.11. Clients shall ensure contractor and sub-contractor compliance to ensure that requirements are being adhered to across the supply chain. For example the client should ensure that it is a contractual requirement for the contractor to check vehicles entering site and to take appropriate action under the contract.
- 5.2.12. CLOCs guidance will be adhered to where possible for the Vahnea Student Residences Site.

5.3 Pre-Fabrication/Modularisation

- 5.3.1. Steps will be taken to explore opportunities to modularise and pre-fabricate structural elements of the buildings and fixtures and fittings wherever practicable. This in turn will potentially minimise the number of vehicle trips required to bring materials to site.

5.4 Collaborative Working

- 5.4.1. The developer is aware of the challenges of the construction site and is committed to working closely with WSCC and other construction site contractors to mitigate adverse impacts of the construction of the development. The appointed contractor expects to attend regular working group



meetings to discuss construction and particular opportunities to collaborate to minimise and disruption caused by the construction process.

- 5.4.2. The ability to work collaboratively will largely depend on the timing of the developments and overlap between construction programmes.

6. MONITORING, COMPLIANCE AND REPORTING

- 6.1.1. A programme of monitoring and review will be implemented to generate information by which the success of the CLP can be evaluated against its objectives. Monitoring and review of construction activity will be the responsibility of the appointed contractor and will be documented and available to WSCC.
- 6.1.2. The arrival of vehicles to the site will be monitored through the vehicle booking system. From this information it would be possible to provide details of the types, frequency and time of vehicle activity. Analysis would be completed if regarded as a practical necessity.
- 6.1.3. For those suppliers and hauliers that continually fail to follow advice to avoid delivering during peak periods or conform to other instructions such as not stopping on-street or fitting vehicles with cyclist protection equipment, the site manager will liaise with these operators to ensure their level of compliance improves.
- 6.1.4. An incident / complaints register will be created into which incidents / complaints can be recorded. Once entered, the incident / complaint will be dealt with using the normal procedures that the main contractor has in place for its development site construction works.
- 6.1.5. Monthly reviews of vehicle activity will be held between the site management group. If required, the site manager will arrange for a monthly report of vehicle activity to be prepared for attention of local authority officers.
- 6.1.6. The detailed CLP document which will be produced post planning will be a live document and will be updated prior to commencement of works and during the demolition and construction sequences.

7. CLP MANAGEMENT

- 7.1.1. The CLP will be managed by the site manager or an appointed nominee. It will be this person's responsibility to ensure the CLP is functioning correctly. Meetings, reports and liaison will be carried out in accordance with schedules that will be devised once the project is consented.
- 7.1.2. The CLP management process will tie in with the overall project management of the development.



APPENDIX A: WSCC ADVISORY LORRY ROUTES



