

CITY OF WHITEHORSE Construction Management Plan GUIDELINES



CITY OF



WHITEHORSE

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A. Introduction

1. What is a Construction Management Plan?

Whitehorse City Council requires the careful management of excavation, demolition and building work within its municipal boundaries. This is required to ensure impacts to residents are minimised, Council and other assets are not damaged and for the safety of the community. It is also important that developments on private land are able to be completed efficiently and without being unduly hampered.

To achieve this, Council requires many builders and developers to prepare a Construction Management Plan (CMP) that takes into account all relevant aspects of demolition or building work. The CMP must address in detail a range of health, safety, traffic management and amenity issues relating to the construction site and surrounding community. It must also consider broader obligations including recycling, waste management and environmental initiatives.

2. Purpose of a Construction Management Plan

Approved CMPs are a contract between the developer and Council addressing the temporary work site management issues that are relevant during building activity.

Council is obliged to manage these temporary site issues for the benefit of the wider community and does this through a CMP as part of the planning permit process.

The CMP allows for detailed construction information to be provided after the planning permit is issued, as part of detailed site project planning.

For the duration of the construction phase, an approved CMP is deemed to be an Environmental Management Plan pursuant to the requirements of the planning provisions.

3. When does a CMP need to be completed?

The need for a CMP depends on the nature of work, likelihood of disruptions, impact on local amenity, dangers or risks involved, traffic management or any other relevant issue required to be addressed under the Planning Permit. A CMP must be submitted to fully address each new stage of construction.

A CMP may be required for the following projects:

- Basement excavations;
- Any works with a value greater than \$2 million;
- Construction / demolition of three or more storeys;
- Where ongoing traffic and pedestrian management measures are required;
- Major developments – significant size of project and if requiring access via a public laneway;
- Any projects in the vicinity of a major project / infrastructure or significant land use;
- Any other case where Council considers that a CMP should (or should not) be provided due to the nature of the work, or locality, or degree of disruption to community safety, public protection and amenity.

The following steps explain when a CMP needs to be completed during the planning and construction of any proposed works.

Step 1

In most cases, a planning permit is the first thing that is required from Council's Planning Department for proposed works. The permit when issued will advise if a Construction Management Plan is required to be submitted and reviewed by Council.

Step 2

Before construction can start, a building permit must also be obtained for proposed works.

Step 3

If required as a condition of a planning permit, or otherwise required by Council, a CMP must be prepared prior to the commencement of works (including preliminary site works). See Section C for the CMP approval process.

Council may require a Security Deposit, or bond to be provided in relation to a CMP. In the event of non-compliance with the approved CMP, Council reserves the right to draw from the deposit to achieve adequate rectification.

Step 4

Permits also need to be sought from Council for specific activities depending on the project. These could include:-

- Permit to erect a gantry, overhead protective awning over the road or footpath;
- Permit to occupy space on road or footpath;
- Permit to erect a hoarding (where it occupies Council space outside of an allotment whilst construction work is undertaken);
- Permit for Consent to undertake Works in Road Reserve – Road Opening Permit (including vehicle crossing – please note temporary vehicle crossings are not permitted);
- Permit for a part or full road closure;
- Permit for a work zone;
- Permit to use a mobile crane, travel tower or lift on or above a road;
- Permit to occupy on street or off street carparks;
- Permit for rubbish skips and builder's bins;
- Permit for works and temporary structures in City of Whitehorse parks and gardens;
- Permit to work outside prescribed hours;
- Permit for excavation and/or protection works;
- Asset Protection Permit;
- Approval for a legal point of discharge or a temporary point of discharge.

B. Components of a Construction Management Plan

1. What issues need to be considered?

The builder or developer must identify the specific requirements for each site to ensure that the work is undertaken in a safe and effective manner.

There are up to six components of a CMP. The components are as follows:-

1. Public Safety, Amenity and Site Security (*see Section A1 in Appendix A*)
2. Operating Hours and Noise Controls (*see Section A2 in Appendix A*)
3. Air and Dust Management (*see Section A3 in Appendix A*)
4. Stormwater and Sediment Control (*see Section A4 in Appendix A*)
5. Waste and Materials Re-use (*see Section A5 in Appendix A*)
6. Traffic Management (*see Section A6 in Appendix A*)

To assist with developing a CMP, checklists of Council's requirements are provided in Appendix B.

2. What consultation does the applicant need to undertake?

All builders and developers intending to undertake work in the City of Whitehorse would generally be required to consult with neighbouring and affected properties of a site as part of the planning permit process. This requires a Communication Strategy (refer to Section 1.5.15 of this document under Public Safety, Amenity and Site Security component).

Developers may also be required to undertake additional consultation before and during the construction period to keep local residents and stakeholders informed of the type and nature of works and their potential impact on the local area.

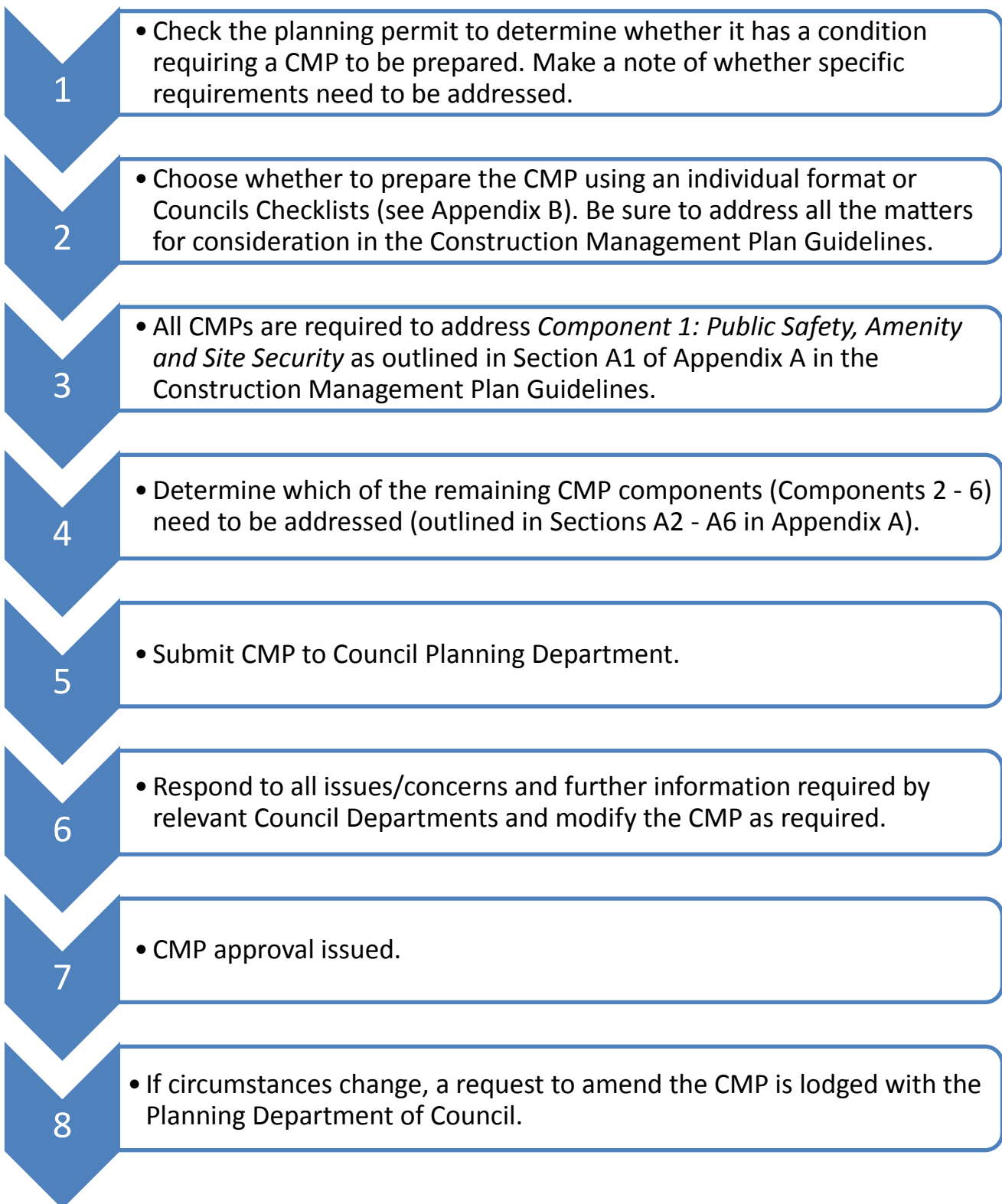
Communication techniques may include preparation and distribution of project updates and newsletters, community forums and site tours. This additional consultation ensures residents and stakeholders are kept informed of upcoming activities and the impact those activities will have on local amenity and gives the community a sense of ownership of the project. Typically, projects with informed and satisfied communities run smoother.

For some building sites there may also be a 'notification requirement' for specific elements in the CMP, or for any variation to CMP conditions that impact on the local community.

3. Does the CMP process cover Occupational Health and Safety procedures?

No, the CMP does not set out the requirements needed for Occupational Health and Safety (OH&S) approval. OH&S procedures need to be documented separately for the site.

C. Construction Management Plan Approval Process



Approval for a CMP may take up to 28 days for an initial Council response depending on the completeness of the information provided. The CMP should be prepared by a suitably qualified and experienced professional familiar with the preparation of CMP's.

D. Further Assistance

Do you have a question for Whitehorse City Council? Please call and speak to us.

General CMP enquiries	(03) 9262 6333
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Planning (<i>First point of contact for specific enquires on the CMP process</i>)	(03) 9262 6303
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Engineering and Environmental Services	(03) 9262 6177
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Building Department	(03) 9262 6303
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Community Laws Department	(03) 9262 6394
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Disclaimer

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Appendix A

Construction Management Plan Components

A1: Public Safety, Amenity & Site Security

1.1 Objectives

The objectives of this guideline are:

- To ensure the general public is adequately protected from activities occurring on building sites.
- The developer has documented strategies to provide a safe and secure job site.
- Demand for occupation of the street and protection of Council assets is well managed.
- The building site is kept neat and tidy to maintain public safety and local amenity and comply with the Building Works Code of Practice.

1.2 When must this CMP component be addressed?

This CMP component is applicable to all building sites for which a CMP is required.

1.3 What permits/approvals may be applicable?

The following permits / approvals may be applicable:

- Planning Permit for the development and use of the site.
- Building Permit for the construction work (which may reference site safety provisions or specific CMP requirements).
- Permit to erect a gantry, overhead protective awning over the road or footpath.
- Permit for Consent to undertake Works in Road Reserve – Road Opening Permit (including vehicle crossing – please note that temporary vehicle crossings are not permitted)
- Permit to Occupy space on road or footpath.
- Permit to erect a hoarding (where it occupies Council space outside of an allotment whilst construction work is undertaken).
- Permit for a road opening.
- Permit for a part or full road closure.
- Permit for a works zone.
- Permit to use a mobile crane, travel tower or lift on or above a road.(A separate National Heavy Vehicle Regulator permit may be required depending on the vehicle category)
- Permit for a rubbish skip.
- Permit for works in City of Whitehorse parks and gardens.
- Asset Protection Permit.
- Permit for legal point(s) of discharge and approval for modifications to street lighting.
- Permit to occupy on street or off street carparks.
- Or any other permit as required

1.4 Which Council Department will issue the permits?

- Building Permit for the construction work - the relevant Building Surveyor appointed for the construction work.
- Road Opening Permit and Asset Protection Permit - Engineering Asset Team (Engineering and Environmental Services).
- Part or full road closure permit when vehicle traffic is disrupted or redirected - Transport Team (Engineering & Environmental Services) and / or VicRoads.
- All public domain protection permits such as hoardings, gantries, tower cranes - Building Department.
- Tree protection, public reserves and any access - Parkside Department and Planning and Recreation Department

1.5 Matters for Consideration

General

Developers must comply with Councils Local Law framework in particular Procedures for Work on and Protection of Council Assets (part 3.2, 3.3 and 3.7), Code of Practice for Placement of Waste Bins on Roadsides (part 4.16) and the Building and Works Code of Practice (part 4.27)

Material and equipment storage and stockpiling should be detailed.

The Code of Practice for Contractor Behaviour i.e. trade person supervision of dogs, radio volumes and rubbish storage and disposal should be complied with.

Fencing of Site

- 1.5.1 The site must be secured by a fence, hoarding or other suitable barrier.
- 1.5.2 Ensure hoardings, perimeter fencing or other site barrier systems do not allow climbing or unauthorised entry.
- 1.5.3 Before and during building work, all excavations must be fenced so they do not pose a danger to life or property to the satisfaction of the relevant Building Surveyor.
- 1.5.4 Hoardings, barriers and other perimeter fencing must be suitably lined to limit public viewing to designated viewing areas. This will ensure pedestrian flow is not impeded and adequate site-public interaction is accommodated. Ensure that grass is cut and vegetation is managed to ensure vermin control and fire safety.

Safety and Security

- 1.5.5 Ensure adequate lighting, safety signage and traffic controls. Traffic controls and any traffic management plan must comply with AS 1742 Series Manual of Uniform Traffic Control Devices and/or Council requirements.
- 1.5.6 Any temporary or permanent changes to street lighting shall first be approved by Council's Engineering Assets Team (Engineering and Environmental Services). Any changes shall be at applicant's cost. Once approved by the Engineering Assets Team, the applicant is to arrange the work with the relevant Authority. Temporary lighting shall provide an even lighting level and must match or better existing lighting levels.
- 1.5.7 For refurbishments, renovations and additions, occupants of existing buildings must be prevented from accessing the building site through adequate security measures to the satisfaction of the relevant Building Surveyor.
- 1.5.8 Security measures must be in place at all times when the site is not in operation. This may include: perimeter barriers, locks, surveillance systems, security lighting and motion detectors.
- 1.5.9 Where a building site cannot be fully secured, consideration must be given to the use of a security service to prevent unauthorised access.
- 1.5.10 Security measures must be provided to prevent construction work or protective measures from facilitating unauthorised access to an adjoining building(s) and to safeguard site materials and equipment.
- 1.5.11 All dangerous chemicals need to be properly stored in secure areas located away from emergency exits, safety measures or stormwater pits. Required quantities of chemicals need to be nominated and procedures put in place for the location of storage facilities, secure

access and spillage procedures. Material storage and stockpiling needs to be considered and tradesperson management of rubbish and other materials on site is critical.

Refer to AS 1940-1993 Storage and Handling of Flammable and Combustible Liquids. Signage for dangerous goods must be in accordance with AS1216 – 1995 Class Labels. For Dangerous Goods Hazardous materials must be stored in a manner approved by WorkSafe Victoria.

Signage

- 1.5.12 Signage specifying any security measures and key contact details must be erected on the perimeter of the building site (i.e. attached to the building, fence or hoarding). A 24 hour contact name and phone number must be provided. The signage should indicate “For any enquiry, complaint or emergency relating to this site at any time please contact...”

A sign is permitted with an advertisement area not exceeding two square metres concerning construction work on the land. Only one sign may be displayed. It must not be an animated or internally-illuminated sign and it must be removed when the work is completed. However, a permit may be acquired for such a sign from Community Laws.

Any sign, road markings, street furniture, parking meters, etc., affected by the works must be relocated or protected and/or, kept in good repair. When installing hoardings, attention must be paid to the effects that such items may have on pedestrian travel paths at intersections. This may require installing temporary pedestrian ramps, tactiles, etc. Approval shall be sought from the Transport Team (Engineering and Environmental Services) to install temporary indents or pedestrian ramps, etc.

- 1.5.13 A sign relating to the sale or letting of the site is permitted with an advertisement area not exceeding 10 square metres. Only one sign may be displayed. It must not be an animated sign and must not be displayed longer than seven days after the sale date. A permit may be granted for:
- The advertisement area to exceed 10 square metres if the sign concerns more than 20 lots
 - The sign to be displayed on land excised from the subdivision and transferred to the Council
 - The sign to be displayed longer than seven days after the sale date.

- 1.5.14 Signs cannot be placed on the road reserve, naturestrip or footway without a permit being issued under Council's Local Laws.

Communication Strategy

- 1.5.15 Provide information on how the community will be kept informed during all stages of the project.

Public Domain

- 1.5.16 The builder or developer is responsible for any damage to the footpath, road, kerb and channel, stormwater drains and street furniture that results from excavation, demolition and building work. Any damage which may impact on pedestrians, cyclists and motorists' safety shall be repaired immediately.
- 1.5.17 Public Reserves – Storage of material on and access over public land will not be permitted. Enquiries to Council Parks Planning and Recreation Department.

- 1.5.18 Bicycle paths must be maintained where existing bicycle access is provided adjacent to a construction site.
- 1.5.19 Developers and builders must ensure there are no tripping hazards from the hoarding or perimeter fencing on nearby footpaths. Electrical, plumbing and other services extending over footpaths must be covered over, and pedestrian and disability access facilitated by a ramp. Ramps must have a non-slip surface, a handrail, and a minimum gradient of 1:14 unless the existing topography of the street or road requires some variation to this ratio.
- 1.5.20 Determine whether the street or footpath or part thereof needs to be occupied by builders, above or below the public domain. The general public must be protected from construction activities including vehicle loading and off-loading within the public domain.

Precautions to address any occupation of the street or footpath must be fully specified and the following measures considered:

- The use of spotters and traffic controllers
 - Restriction on the hours of operation of these activities (non peak hours)
 - Restriction on the type of work being carried out (welding, etc.)
 - Machinery to be used
 - Security mesh or barriers to separate the public from the work area.
- 1.5.21 When using skips or rubbish bins, the following steps must be taken to prevent disruption to public areas:
- Place skips or rubbish bins away from public thoroughfares, pedestrian and bicycle access areas
 - Specify times and methods for loading and unloading of bins or skips
 - Indicate location and height of chutes (if proposed)
 - Protect pavements and streets and conduct dilapidation surveys before and after works have taken place.
 - Obtain permit from Council's Community Laws team.
- 1.5.22 When using cranes or mobile lifting equipment, take the following steps to prevent disruption to public areas:
- Ensure equipment does not restrict public thoroughfares and pedestrian access or, where restricted access is unavoidable, use gantries or other overhead protection
 - Determine lifting zones for medium to long term use of the equipment
 - Protect pavements and streets and conduct dilapidation surveys before and after works have taken place
 - Implement procedures and lifting techniques to ensure safety on adjoining streets and footpaths
 - Use traffic management controls and signage.
- 1.5.23 Unless otherwise permitted, an obstruction must not protrude from premises causing it to interfere with pedestrians or traffic in a public place.
- 1.5.24 Unless otherwise permitted, all construction materials must be stored onsite and not in the street or public space (including public reserves). Access over public reserves is not permitted.
- 1.5.25 When a crossover is required for vehicular access to the site, consider:
- The type and size of trucks entering the site
 - The frequency and intensity of vehicle movements
 - If a National Heavy Vehicle Regulator permit is required
 - The loading and potential for damage to the existing crossover and footpath
 - The nature of protection of crossover and pavements

- The need for a dilapidation survey of the footpath before and after works has taken place as required for an Asset Protection Permit.

In the case of potential damage to assets in the public domain, a deposit for an amount determined by Council must be lodged in conjunction with the necessary Asset Protection permit application. Damaged assets must be reinstated at the completion of works or immediately if unsafe.

- 1.5.26 In the event that works may disrupt or damage parks, gardens and on street trees managed by the Council, consultation and approvals including park protection measures, ongoing maintenance requirements and reinstatement methods will be required from Council's Parkside Department to ensure there is no damage to flora, fauna and services. Grass verges and medians are also to be protected.

Street Space Occupation

- 1.5.27 All necessary permits must be obtained from Council's Transport Team (Engineering and Environmental Services) to occupy and use the space on the footpath for local roads and VicRoads for arterial Roads.

Any proposal for trades person / contractor parking will be carefully considered and may not be supported in the street.

- 1.5.28 Adequate barriers must be installed to prevent the public from accessing the construction area. Any occupation or activity presenting a hazard to the public must be provided with suitable barriers.
- 1.5.29 Pedestrian access areas must have a minimum width of 1.2m clear on the footpaths (1.5m preferable). Where possible, two way passing bays 1.8m wide should be provided at not more than 20m intervals.

Excavation

- 1.5.30 Excavations adjacent to or in close proximity to a road or pathway must be designed to support the road or pathway.
- 1.5.31 The location and extent of excavations on a site must be specified and the means of containing sediment, especially in wet weather, must be detailed. The area of land to be cleared must also be minimised and stripping and excavating the site should be avoided until the building work is ready to commence. Ensure consent and a report is obtained from Council and/or other relevant authorities under the Building Regulations for excavations and shoring, where excavations occur within 3m of a road or within a 45 degree angle. Protection work notices may apply in accordance with the Building Regulations.
- 1.5.32 Excavations adjacent to existing adjoining buildings must comply with the requirements of the Building Regulations to the satisfaction of the relevant Building Surveyor.

Prevent Unsightly Premises

- 1.5.33 Raw materials stored on the site must be adequately secured to prevent unnecessary and unsightly dispersal of the materials around the site and public areas (streets and footpaths).
- 1.5.34 Trucks leaving the site must be adequately cleaned to ensure soil, mud and other site debris is prevented from spilling onto adjoining roads and footpaths. Roads and footpaths should be cleaned on a regular basis with consideration to water efficiency.
- 1.5.35 Hoardings must be designed to reduce the likelihood of unauthorised bill postings and graffiti through the use of wire mesh guards, warning notices and/or public art.

Graffiti and other posters or stickers on hoardings and fencing must be removed on at least a weekly basis, or immediately if it is offensive in nature.

General Management

- 1.5.36 A person must not commence building works unless 48 hours written notice is given to Council of their intention to do so.
- 1.5.37 Trees must be protected where they are near the proposed demolition, excavation and construction works. Barriers must be erected around affected trees prior to any building work on the site.
- 1.5.38 If building works are for demolition only and the site is to be left vacant, it must be cleared of all unsightly debris, left in a clean state and fully fenced with solid hoarding. The owner is responsible for the site after it has been vacated by the demolisher, principal builder or contractor. Council may require a deposit to ensure the owner adequately accepts their responsibility.
- 1.5.39 Pedestrian signs must not be damaged, defaced, removed or altered in anyway. New pedestrian signs must not be installed without Council approval.
- 1.5.40 Any precautions for public protection within the street/public domain must comply with the Building Regulations, local laws and WorkSafe requirements.

1.6 Applicable legislative references and local laws

- a. Building Act 1993
- b. Planning and Environment Act 1987
- c. Whitehorse Planning Scheme
- d. Occupational Health and Safety Act 2004
- e. Community Local Law 2014
- f. Road Management Act 2004
- g. Road Safety Act 1993
- h. Environmental Protection Act 1970

A2: Operating Hours and Noise Controls

2.1 Objective

The objectives of this guideline are to ensure:

- Minimise the impact of noise on the immediate neighbourhood;
- Provide a framework to plan and cater for construction activities within and outside of normal hours; and
- Minimise the likelihood of damage to adjacent buildings and structures.

2.2 When must this CMP component be addressed?

This CMP component should be addressed if:

- Building works planned outside of EPA prescribed hours;
- Noisy works including, but not limited to, jack hammering, pile driving, rock breaking, demolition works over two storeys, or explosives.

2.3 What permits/approvals may be applicable?

The following permits / approvals may be applicable:

- Building Permit for the construction and/or demolition work.
- Relevant Planning Permit – conditions.
- EPA consent to work outside prescribed hours.
- Noise Management Plan for noisy works as outlined above.

2.4 Which Council Department or other agencies will issue the permits?

- Building Permits can be issued by a registered practitioner in the category of Building Surveyor.
- Consent to vary permitted hours of operation are assessed by the EPA.

2.5 Matters for Consideration

2.5.1 Building works are confined to the hours as outlined in the EPA regulations which are generally 7am to 8pm, Monday to Friday and 9am to 8pm on Saturdays, Sundays and Public Holidays. Works that result in off-site noise emissions are not permitted outside of these hours and on Christmas Day, Good Friday and Easter Monday unless an Out of Hours Permit has been approved. In some instances, approval to vary the prescribed hours will be granted based on the following considerations:

- Nature, location and extent of work to limit potential nuisance
- Location of the site in relation to 'sensitive' zones
- The urgency or emergency nature of the works
- Safety requirements such as risk to the public/workers
- Sequential/timing issues
- Traffic management considerations
- Noise reduction measures
- Measures taken to address any potential complaints
- Proven track record of the site
- Requirements of other authorities (i.e. EastLink, WorkSafe, VicRoads, EPA)
- Public interest.

- 2.5.2 To enable noise and nuisance complaints to be managed onsite in the first instance, signage specifying any security measures and key contact details must be erected on the perimeter of the building site (i.e. attached to the building, fence or hoarding) – this is covered under ‘Signage’ in Guideline 1 – Public Safety, Amenity and Site Security. A 24 hour contact name and phone number must be provided. The signage should indicate “For any enquiry, complaint or emergency relating to this site at any time please contact...”

2.6 Applicable legislative references, local laws, etc

- a. Building Act 1993
- b. Planning and Environment Act 1987
- c. Whitehorse Planning Scheme
- d. Public Health and Wellbeing Act 2008
- e. Environment Protection Act 1970
- f. Whitehorse City Council Community Local Law 2014

2.7 Other policies and guidelines

- EPA Victoria – Noise Control Guidelines
- Environment Protection (residential Noise) regulations 2008

A3: Air and Dust Management

3.1 Objective

The objective of this guideline is to ensure that air quality (airborne dust and pollutants) in and around a construction site is maintained at acceptable levels throughout the construction period.

3.2 When must this CMP component be addressed?

This CMP component should be addressed if:

- construction is exposed / open or not fully contained;
- demolition is occurring;
- sites require bulk excavations or grading;
- stockpiling of soil is necessary.

3.3 What permits/approvals may be applicable?

The following permits / approvals may be applicable:

- Construction – Building Permit.
- Permit under Community Local Law 2014

3.4 Which Council Department or other agencies will issue the permits?

- Building Permit – Registered Practitioner in the category of Building Surveyor.
- Community Local Laws permit – Community Laws Department

3.5 Matters for Consideration

- 3.5.1 Provide details of any equipment and activities that may cause excessive dust or otherwise effect air quality. Dust suppression techniques/equipment may be required depending upon the following:
- Weather and wind conditions;
 - Exposure/proximity to the public and surrounding buildings;
 - Proximity to air intake vents on adjacent buildings. Intake from these vents must be prevented through the installation of adequate filters or other approved measures.
- 3.5.2 Minimise dumping of loose materials on a site. If dumping of loose material are unavoidable, detail methods for preventing dust and other airborne matter impacting on the surrounding area. Ensure these measures are adequate when the site is unattended and regularly monitored for satisfactory implementation.
- 3.5.3 Minimise airborne dust arising from trucks and other vehicles entering and leaving the site by providing details on the method and frequency of watering down driveways and trucks with consideration to water efficiency.
- 3.5.4 Specify materials to be stored on site and their exposure to wind and the weather elements. Detail methods for preventing loose materials from becoming airborne.
- 3.5.5 Perimeter fencing must be designed to minimise the impact of dust on the public and adjacent areas.

- 3.5.6 Equipment powered by internal combustion engines must be properly maintained and regularly serviced to prevent the discharge of excessive pollutants, including smoke and/or toxic fumes or odours, and must meet acceptable noise levels.
- 3.5.7 Exhausts and ductwork from equipment must be located away from air intakes, windows, enclosed areas and public areas.
- 3.5.8 Materials can only be cut in designated areas set away from boundaries and public areas, with adequate dust (and noise) suppression. Where cutting needs to occur in situ, localised dust suppression measures must be used.

3.6 Applicable legislative reference and local law

- a. Environmental Protection Act 1970
- b. Whitehorse City Council Community Local Law 2014
- c. Public Health and Wellbeing Act 2008

A4: Stormwater and Sediment Control

4.1 Objective

The objectives of this Guideline are to ensure the following:

- Prevent contamination of, or damage to, stormwater drains and waterways;
- Ensure sediment from the building site is retained on-site during construction work.

4.2 When must this CMP component be addressed?

This CMP component is applicable to all building sites where works may detrimentally affect the quality of stormwater runoff into the drains or across adjoining properties.

4.3 What permits/approvals may be applicable?

The following permits / approvals may be applicable:

- Building Permit. Permit for excavation and/or protection works.
- Community Local Laws permit - Approval for a legal point of discharge or a temporary point of discharge and sediment control.

4.4 Which Council Department or other agencies will issue the permits?

- Building Permits can be issued by a registered practitioner in the category of Building Surveyor.
- Approval for a legal point of discharge or a temporary point of discharge to be obtained from Council's Engineering Assets Team (Engineering and Environmental Services).
- Approval for sediment run off from site from Council's Community Laws Department

4.5 Matters for Consideration

4.5.1 A stormwater plan must be developed detailing the following:

- Site water retention so as to not cause structural damage to excavations or retaining walls
- Drainage of the site to the legal point of discharge throughout construction with relevant measures put in place to prevent the contamination of Councils stormwater system
- Prevention of stormwater entering adjoining properties or into the sewerage system
- Capture and filtering of stormwater in sediment control points before entering the legal point of discharge.

The developer will be held accountable for complying with the stormwater plan as developed and approved.

4.5.2 Specify the location of site entries and traffic paths to, from and around the site. Ensure the site entry and traffic routes are stabilised with crushed rock, bitumen or similar. Install rumble grids or similar to collect mud from the wheels of trucks leaving the site. Rumble grids must be cleaned daily with consideration given to water saving measures including recycling. Water run-off from cleaning the grid must be filtered prior to entering the legal point of discharge.

4.5.3 Provide grated drains at stormwater exit points from the site to prevent uncontrolled run-off.

4.5.4 Natural rainwater run-off must be controlled to prevent sediment draining into the stormwater system.

Upslope water must be diverted to prevent it from travelling through the site. Downpipes must be connected as soon as a roof is installed on the site.

Identify natural falls of the site and provide sediment filters such as straw bales filters, gravel surface barriers, sandbags, pit baskets or geo-textile mesh screens at runoff points. Straw bales/geo-textile mesh screens must be replaced on a regular basis so they remain effective.

- 4.5.5 Sediment traps or filters must be placed around any drain affected by construction works to prevent sediment entering the stormwater system. Sediment controls are often moved during construction works and should be checked daily to ensure they are put back in place properly.
- 4.5.6 Specify the proposed storage locations for loose materials such as soil, sand and gravel and provide details of precautions to prevent displacement. Sediment barriers may be required for fine materials.
- 4.5.7 Depending on the size/frequency of truck movements, the surface materials and site location, designated truck/vehicle/ equipment wash down areas may be required. Wash down areas must be located near the site entrance and be designed to capture and treat water prior to discharge into the stormwater system. Wash down areas exceeding 3000 litres per day must recycle water.
- 4.5.8 Pump out any water collected at the bottom of excavation sites.
If the water contains only sediments, it can be filtered and pumped to stormwater. It must have less than 50mg/L total suspended solids. Polluted water must not enter the stormwater system and may be pumped to the sewer system with the appropriate approvals from the Yarra Valley Water. In some circumstances, a liquid waste company may be required to collect the contaminated water for disposal at a licensed treatment facility.
- 4.5.9 Waste material, including liquid wastes such as paint, concrete slurries and chemicals, must not be discharged into a stormwater drain. Specify facilities to enable paint brushes, rollers and spray equipment to be cleaned without any discharge of by-product into the stormwater system.
- 4.5.10 Wherever possible, natural vegetation must be retained to absorb water flows and to minimise dust. Revegetation should occur as soon as possible after the completion of works.
- 4.5.11 Activities on construction sites need to consider permanent water saving measures regulated in Victoria. All hoses must be in good condition and fitted with a trigger nozzle. A high pressure water cleaning unit is to be used for all wash down activities.
- 4.5.12 Agricultural drains if required for the development shall always be located within the property boundaries and drain into the property.

4.6 Applicable legislative reference and local law

- a. Environmental Protection Act 1970
- b. Building Act 1993
- c. Whitehorse City Council Community Local Law 2014

4.7 Other policies and guidelines

- Environmental Guidelines for Major construction sites – EPA (<http://www.epa.vic.gov.au/our-work/publications/1996/february/480>)
- Minor Drainage Works in the Road Reserve Guidelines – Whitehorse City Council
- Construction of Outfall Drain in the Road Reserve Guidelines – Whitehorse City Council
- Drainage Works in Easement Guidelines – Whitehorse City Council
- Building and Works Code of Practice

A5: Waste and Materials Reuse Management

5.1 Objective

The objective of this Guideline is to ensure the maximisation of the re-use and /or recycling of construction materials. Waste material to be collected and stored on site until removed.

5.2 When must this CMP component be addressed?

Applicable to building sites where waste and materials re-use is to occur.

5.3 What permits/approvals may be applicable?

Construction – Building Permit. Skip bin permit.

5.4 Which Council Department will issue the permits?

- Building Permit – registered practitioner in the category of Building Surveyor.
- Permit for skip bins from the Community Laws Department

5.5 Matters for Consideration

5.5.1 Applicants must develop a resource recovery and waste management plan, detailing the following:

- Efforts to minimise waste on site by avoiding over-estimation of purchasing requirements, minimising packaging materials, and buying environmentally approved and recycled content products
- Procedures for the collection and sorting of recyclable construction materials
- The type and quantity of materials that are to be re-used or recycled
- Provision of containers for recyclable materials including cardboard, glass, metal, and plastic; and green waste
- The re-use of timber, glass and other materials
- The recycling of asphalt, metal, bricks, tiles, masonry, concrete, plasterboard, plastic, batteries, cardboard, carpet and other materials
- Provisions for collection of daily rubbish from workers
- Procedures for removal of waste (materials that cannot be reused or recycled) from the site
- Procedures for removal of hazardous or dangerous materials from the site.
- Buy environmentally approved and recycled content products.

5.5.2 Removal of hazardous or dangerous materials from the site must be in accordance with State and Federal legislation including WorkSafe requirements as specified in the Hygienist's report.

5.5.3 Waste collection shall only occur during permitted hours.

5.5.4 For outside bins, self-closing lids must be installed to ensure waste does not become airborne.

5.5.5 Litter and debris 'trapped' against site fencing must be regularly cleaned.

5.5.6 Burning off on site is prohibited.

5.6 Applicable legislative reference and local law

- a. Environmental Protection Act 1970
- b. Environmental Local Law
- c. Whitehorse City Council Community Local Law 2014

A6: Traffic Management

6.1 Objective

The objective of this Guideline is to ensure the minimal disruption to traffic (vehicles, pedestrians and cyclists) and parking caused by construction activities to ensure the safety of all road users.

6.2 When must this CMP component be addressed?

For all sites that have an impact on vehicle, waste collection, cyclist and/or pedestrian flows and parking.

6.3 What permits may be applicable?

The following permits / approvals may be applicable:

- Permit for Consent to undertake Works in Road Reserve – Road Opening Permit (including vehicle crossing – please note that temporary vehicle crossings are not permitted)
- Permit to occupy space on road or footpath
- Permit for a works zone
- Permit to occupy on street or off street carparks

Note: Private lanes are not under Council's jurisdiction, however the consent of other parties with carriageway rights may be required.

6.4 Which Council Department will issue the permits?

The Engineering Assets Team (Engineering and Environmental Services) issues vehicle crossing permits and the Transport Team (Engineering and Environmental Services) issues all other traffic related permits.

6.5 Matters for Consideration

- 6.5.1 A Traffic Management Plan (TMP) should be prepared and cover all vehicle, pedestrian and cyclist access around the site and all other roads where there could be impact because of the construction work.

Specify the extent to which works will affect pedestrian and cycling access around the site and traffic on adjoining roads. This may include the location of cranes, hoardings, perimeter fencing, storage areas, hoisting zones, and management of construction vehicles to prevent queuing on roads.

The TMP must acknowledge that designated arterial roads are managed by VicRoads. All works on these roads and footpaths require approval from VicRoads in accordance with the Road Management Act 2004.

- 6.5.2 TMPs shall be based on site conditions determined by inspections. Day and night time inspections are required to gain an understanding of all traffic conditions on the site, on surrounding roads and within public spaces. TMPs must be prepared following discussion with Council's Transport (Engineering and Environmental Services) regarding existing traffic volumes, and any other Traffic Management Plans for surrounding areas. If required, both photographic and video records should be taken.

6.5.3 In preparing a TMP the following details need to be specified:

- Location and extent of the proposed works
- Staging and timing of the proposed works
- Requirements of any Site Security and Safety Plan
- Emergency arrangements
- Public transport
- Traffic flows and movements
- Road safety issues
- Speed zones (including times)
- Pedestrian access and crossing
- Parking spaces to be occupied
- Detail parking plan for tradesmen and other people working on site
- If the site is in a waste collection restricted access zone
- Site and adjoining access
- Access to existing bins and skips by waste collection contractors
- Necessary special traffic control devices
- Special audit/inspection provisions and/or recording methods requirements
- Methods for advising the general public of any impending changes (e.g. fixed signage, radio, newspaper, leaflet or community liaison meeting) and required timing
- Provisions for special events such as increased traffic during holiday periods and sporting events.

6.5.4 Specify when persons will be required to coordinate traffic flow around the site and the surrounding roads and footpaths. Traffic controllers must have completed an accredited relevant VicRoads course.

6.5.5 The traffic management of the site needs to be managed throughout the activity period and periodic reports should be submitted to Council demonstrating the site is operating in accordance with the approved plan. Sites that do not provide periodic reports will be more frequently audited.

6.5.6 TMPs can be amended if there is a demonstrated need arising from:

- A change in traffic conditions
- A change in land use in the vicinity
- Public health or safety arising from changes to waste collection access
- Amendments to the building design
- Change in construction methodology
- Change in builder/developer of the site.

6.5.7 Parking and traffic controls around building sites must be complied with. Adequate provisions need to be made for contractor/worker vehicles in a manner that minimises disruption to the precinct. Enforcement patrols will be increased if there is a noticeable increase in damage to nearby parking meters and signs. The builder or developer must provide information on where trades people/staff /construction workers will park their vehicles during construction.

6.5.8 Access to existing waste bins or skips by waste collection contractors will need to be maintained. Adequate provisions will need to be made for contractor vehicles in a manner that minimises disruption to the precinct. Where access for waste collection vehicles cannot be maintained, assistance may need to be provided by relocating bins and skips to an accessible area as designated by Council or moving bins at time of collection. Extra consideration should be given if the area is a designated 'restricted access zone' for waste collection when submitting a plan.

6.6 Applicable legislative reference and local law

- a. Whitehorse City Council Community Local Law 2014
- b. AS 1742.3 2002 traffic control measures for works on roads
- c. Road Safety Act 1986 Act No. 127 and Road Rules Victoria 1999

d. Road Management Act 2004

6.7 Other policies and guidelines

VicRoads Worksite Safety Traffic Management Code of Practice August 2004.

Appendix B

Construction Management Plan Checklists

CMP Information Sheet

Project Contacts:

Company Operational Details

Directors Name

Company Name

Company Business Address

Company Contact Number

Onsite contact person responsible for compliance with this Construction Management Plan

Name

Contact Number

After Hours Contact Number

Contact person in control of the site

Name

Contact Number

After Hours Contact Number

Construction Works

Has approval for construction in stages been provided? Yes/No

If Yes give details.

Demolition ☐

Excavations ☐

Construction ☐

Is your Company in control of the site during this stage of work Yes / No

If you answered **NO** only the Company in control of the site may complete and sign for responsibility of the Construction Management Plan.

I.....have due authorisation and delegation to sign this Construction Management Plan on behalf of the Company listed above and take responsibility for ensuring compliance with our commitment specified herein, the Community Local Law 2014 and any other relevant legislation.

I am aware of the overall statutory and Council requirements and my responsibilities and obligations to such requirements.

Signed Dated

B1: Public Safety, Amenity and Site Security

Objectives

- The general public is adequately protected from activities occurring on building sites.
- The developer has documented strategies to provide a safe and secure job site.
- Demand for occupation of the street and protection of Council assets is well managed.
- The building site is kept neat and tidy to maintain public safety and local amenity.

Issues to be addressed in the Construction Management Plan

	Public Safety, Amenity and Site Security Requirements
	General Matters
1	Is a building permit required for the works?
2	Is the site to be excavated? Refer Building Regulations 2006
3	Has 48 hours written notice been given to Council prior to works commencing?
4	Has a Bank Guarantee been obtained as part of the Asset Protection Permit for the works?
5	Provide details of any works zone permit required.
6	How is the site being managed to ensure it complies with Council's Local Law framework? Provide copies of permits, plans etc.
	Gantries, hoardings, footpaths and roads
7	Is a permit required to erect a gantry or overhead protective awning over the road or footpath?
8	Provide details of any permit to occupy space on a road or footpath.
9	For any road excavation, has Council's Engineering Assets Team (Engineering and Environmental Services Department) been contacted?
10	How is adequate pedestrian flow being maintained on adjacent footpaths?
11	Provide details of hoarding permit, if applicable.
12	How is mud and debris from trucks being prevented from leaving the site or spilling on the footpath and roadway?
13	Provide details of the frequency and method of cleaning of roads and footpaths.
14	Has a dilapidation survey report of surrounding footpath/roadway been undertaken for Asset Protection Permit?
15	How is graffiti and unauthorised bill posting on hoardings being reduced? How often are they being cleaned?
16	Has Council consent been given in accordance with Building Regulations 2006 Regulation 5.3 for precautions within the street or public domain?
	Traffic Control
17	Provide details of any permanent or temporary vehicle crossing permit.
18	Provide details of current road opening permit, if applicable.
19	Have traffic conditions been changed? Has Council's Transport Team (Engineering and Environmental Services Department) been notified? Please include approval copy.
	Cranes, skips and signage
20	Provide details of any permit (including from NHVR / VicRoads) for a mobile crane, travel tower or lift.
21	Provide details of any permit for a skip.
22	Has Council's Transport Team (Engineering and Environmental Services Department) been advised of any signage changes?
	Fencing, Lighting and Site Security
23	Is the construction site secure?
24	Are all works adequately fenced to prevent danger to life?

25	Are hoardings, barriers and other perimeter fencing suitably lined?
26	Have adequate lighting, safety signage and traffic controls been provided?
27	Show how building occupants are being adequately prevented from entering the site during construction works.
28	Provide details of safety provisions for public protection during construction activities.
29	Are dangerous chemicals being stored on site? Appropriate signage must be erected in accordance with <i>AS1940-1993 Storage and Handling of Flammable and Combustible Liquids</i> and <i>AS1216-1995 Class Labels For Dangerous Goods</i> .
	After Hours
30	Is an after hours work permit required? If so, has application been made to Council?
31	Provide details about after hours site security.

B2: Operating Hours and Noise Controls

Information to be provided in the CMP

All contact details and signatures as required in B1: Public Safety, Amenity and Site Security

Objectives

- To minimise the impact of noise on the immediate neighbourhood.
- Provide a framework to plan and cater for construction activities outside of normal hours.
- To minimise the likelihood of damage to adjacent buildings and structures.

Issues to be addressed in the Construction Management Plan

	Operating Hours, Noise and Vibration Requirements
	General Matters
1	Is a building permit required for the works? If yes, give details of permit and Building Surveyor.
2	Is the site to be excavated? Refer Building Regulations 2006 for information.
3	State clearly any CityLink, WorkSafe, VicRoads or Union concerns.
4	Is the area designated within a 'sensitive' zone? Refer to CMP Guidelines.
	Noise Control
5	Will excessive noise be emitted from any plant or construction activity on the site? If so, state measures adopted to reduce noise emission.
6	Noise emissions must comply with relevant EPA Regulations.
	Signage
7	Has appropriate signage with 24 hour emergency site contact details been displayed?
	After Hours
8	Is an after hours work permit required? If so, has an application been made?

B3: Air and Dust Management

Information to be provided in the CMP

All contact details and signatures as required in B1: Public Safety, Amenity and Site Security

Objective

- That air quality (airborne dust and pollutants) in and around the construction site is maintained at acceptable levels throughout the construction period.

Issues to be addressed in the Construction Management Plan

	Air and Dust Management Requirements
	General Matters
1	Is a building permit required for the works? If yes, give details of permit and Building Surveyor.
	Prevention and Control
2	Specify equipment type onsite which may cause excessive dust or affect air quality and how excessive dust will be suppressed.
3	Specify methods used to prevent impact of dust and airborne matter on the surrounding area. .
4	State how airborne dust from trucks and vehicles entering/leaving the site will be minimised.
5	State clearly how dust and noise will be suppressed from boundaries and public areas when cutting materials in-situ.
6	If dust onsite is to be controlled with water tankers, specify frequency of duration.
7	How will Council's Local Law framework be complied with. What methods will be used to ensure all material including dust will be maintained on site?
	Storage
8	Specify materials likely to be stored onsite and the methods used to reduce loose materials from wind effects and other prevailing weather elements.
	Fencing
9	Is perimeter fencing designed to prevent dust affecting public and surrounding areas?
	Smoke and Pollution
10	Is plant and equipment onsite to be maintained and regularly serviced to prevent excessive smoke, pollutants and/or toxic fumes being emitted?

B4: Stormwater and Sediment Control

Information to be provided in the CMP

All contact details and signatures as required in B1: Public Safety, Amenity and Site Security

Objectives

- Prevent contamination of, or damage to, stormwater drains and waterways.
- Ensure sediment from the building site is retained onsite during construction work.

Issues to be addressed in the Construction Management Plan

	Stormwater and Sediment Requirements
	Stormwater Measures
1	How is stormwater to be prevented from entering adjoining properties?
2	How is upslope water to be diverted to prevent it travelling through the site?
3	Are down pipes to be connected as soon as any roof is installed onsite?
4	Specify how stormwater will be filtered before being discharged to a legal point of discharge?
	Excavation Work
5	Has the location and extent of excavations been provided in the Stormwater Plan of the site in the CMP
6	Will the site area need to be cleared?
7	Has excavation and topsoil stripping been avoided until the site is ready for construction?
8	Has consent been obtained for excavations that occur within three metres of a road?
9	Has consent been obtained for excavations that occur within a 45 degree angle of the road?
	Site Entries
10	Has the location of site entries been specified on the Plan? Provide details
11	Are the site entry and traffic routes to be stabilised? Provide details
12	Are rumble grids or similar to be provided to collect mud from vehicles leaving the site?
13	Is a cleaning plan specified for rumble grids?
14	Is a grated drain provided at the entrance of the site to prevent uncontrolled run-off?
	Drainage and Sediment Control
15	Will the site be properly drained to prevent site water retention that may cause structural damage to excavations or retaining walls?
16	Will provisions be made to pump out any water collected at bottom of excavation sites? Will water with greater than 50mg/L of total suspended solids be pumped to the sewer with the necessary approvals?
17	Have natural falls of the site and sediment controls been identified?
18	Is there a maintenance program to replace sediment barriers when sediment controls become ineffective?
19	Will drains on and near the site have sediment traps or filters around them? Will these be checked daily?
20	How will any loose materials such as soil, sand and gravel be managed to prevent displacement?
21	How will you ensure that the site is fully contained with no run off of sediment, erosion or other materials from the site?

	Washing and Clean-Up
22	Are vehicle wash down areas provided near site entries? Do they capture and treat water prior to discharge?
23	Do wash down areas use more than 3000 litres per day of recycled water?
24	Are facilities in place to enable paint brushes, rollers and spray equipment to be cleaned without discharge of by-product into stormwater systems?
	Vegetation
25	Is vegetation retained where possible to absorb water flows and minimise dust?
26	Will vegetation be reinstated as soon as possible on completion of works?

B5: Waste and Materials Reuse Management

Information to be provided in the CMP

All contact details and signatures as required in B1: Public Safety, Amenity and Site Security

Objectives

- Maximise the reuse and/or recycling of construction materials.
- Waste material to be collected and stored onsite until removed.

Issues to be addressed in the Construction Management Plan

	Waste and Materials Reuse Requirements
	General Matters
1	Has a Resource Recovery and Waste Management Plan been developed?
2	Has a responsible contact person been designated to deal with waste/reuse/recycling queries? Provide details.
3	Has the type and quantity of materials to be removed from the site been specified?
4	How will you be compliant with Council's Whitehorse City Council Domestic and Commercial Waste Management Procedures?
	Minimising Waste
5	How will over-estimation of purchasing requirements be minimised to reduce onsite waste?
6	Will waste onsite be minimised by avoiding products that are over-packaged?
7	Will waste onsite be minimised by buying environmentally improved and recycled products?
8	Provide details of the extent of demolition work and the type and quantity of materials that are to be reused and/or recycled.
	Bins and Skips
9	Are separate bins to be provided for each type of recyclable material?
10	Have permits for skips and bins been obtained?
11	Will bins and recycling facilities be provided for workers' daily rubbish?
12	Do outside bins have self-closing lids to prevent waste becoming airborne?
	Hazardous Waste
13	Will hazardous or dangerous materials, including asbestos, be removed from the site in accordance with the relevant legislation?
14	Will noise reduction measures be put in place for waste collection?
	Fencing
15	Are provisions in place to regularly clean litter and debris 'trapped' against site fencing?

B6: Traffic Management

Information to be provided in the CMP

All contact details and signatures as required in B1 Public Safety, Amenity and Site Security

Objective

- Minimise disruption to traffic (vehicles, pedestrians and cyclists) caused by construction activities to ensure the safety of all road users.

Issues to be addressed in the Construction Management Plan

		For Further information
Construction Program Details		
1	Detail various stages of construction	Refer to Example 1
2	Detail estimated number of construction workers at each stage	
Site Layout		
3	Detail the location of the site amenities i.e. site sheds etc	Refer to Example 2
4	Location of specific hoarding alignment that occupies space on road or footpath	
5	Location of any on-site parking provision for construction staff and contractors	
6	Location of on-site crane or mobile crane(if required)	
7	Location of proposed 'Works Zone' or other parking changes	
8	Location of proposed vehicle and pedestrian access points	
9	Location of proposed pedestrian access points	
Site Access		
10	Detail the anticipated maximum sized truck to attend the site.	Refer to Examples 3 & 4
11	Detail the proposed truck routes to and from the site	
12	Demonstrate access of the maximum sized truck to attend the site and nearby local roads via a computer based program	
13	Detail any parking prohibitions or restrictions required to access the site by the anticipated sized truck or vehicle	
Traffic Management		
14	Provide the required Traffic Management Plans for all partial or full road closures during the various stages construction	Refer to Example 5
Construction Worker Parking		
15	Detail where the construction worker parking will be accommodated. This can be on either private parking agreements (preferred option) or on-street parking management. If on Street or in Council managed off street carparks, parking restrictions must be complied with and fees may be applicable.	Refer to Example 6

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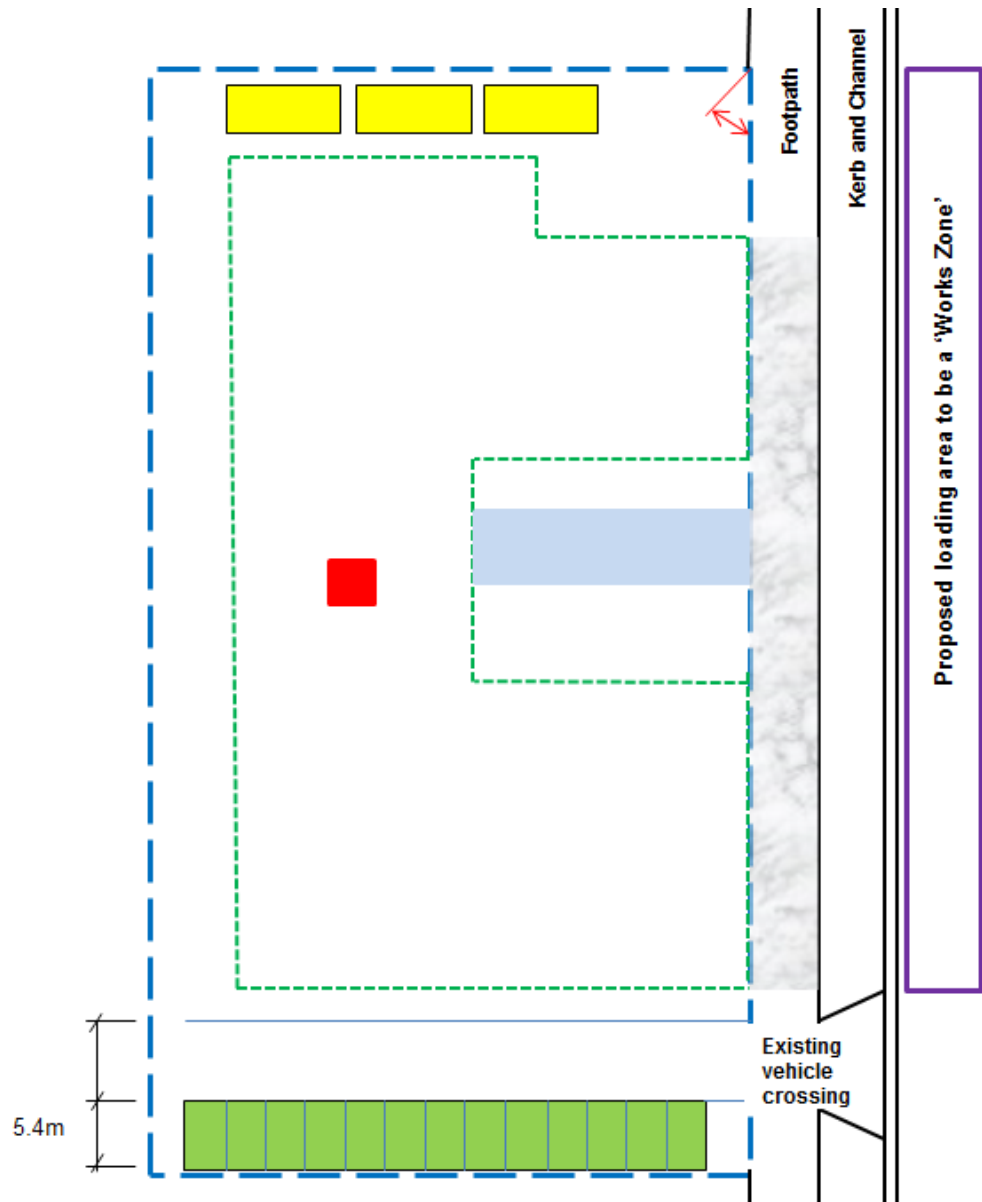
Expected maximum No of Construction Workers	4	6	10	20	30	30	70	90	90	100	80
Expected Number of Vehicles	3	5	8	16	24	24	56	72	72	80	64

[illegible]

Example 2: Site Layout

The provision of a scaled plan detailing the location of the following is required:

- Property boundary;
- Footprint of the ground floor or basement (whichever is larger);
- Location of tower cranes (if proposed);
- Parking availability on site for construction staff;
- on site amenities (lunch rooms and toilets);
- Vehicle and pedestrian access points; and
- Proposed hoardings (including those outside the property line)



	= Title Boundary
	= Building Footprint
	= Proposed ramp to basement car park
	= Proposed tower crane
	= Site Sheds
	= Proposed Construction Worker Parking Spaces
	= Proposed 1.5m walk through gantry
	= Construction Worker Access

Example 3: Proposed Truck Routes

To reduce impact upon residential amenity and minimise potential damage to Council assets, it is preferable that the proposed truck routes are chosen to minimise the use of local roads and for trucks to travel the shortest distance to the nearest arterial road. Below is an example of a basic truck route diagram.

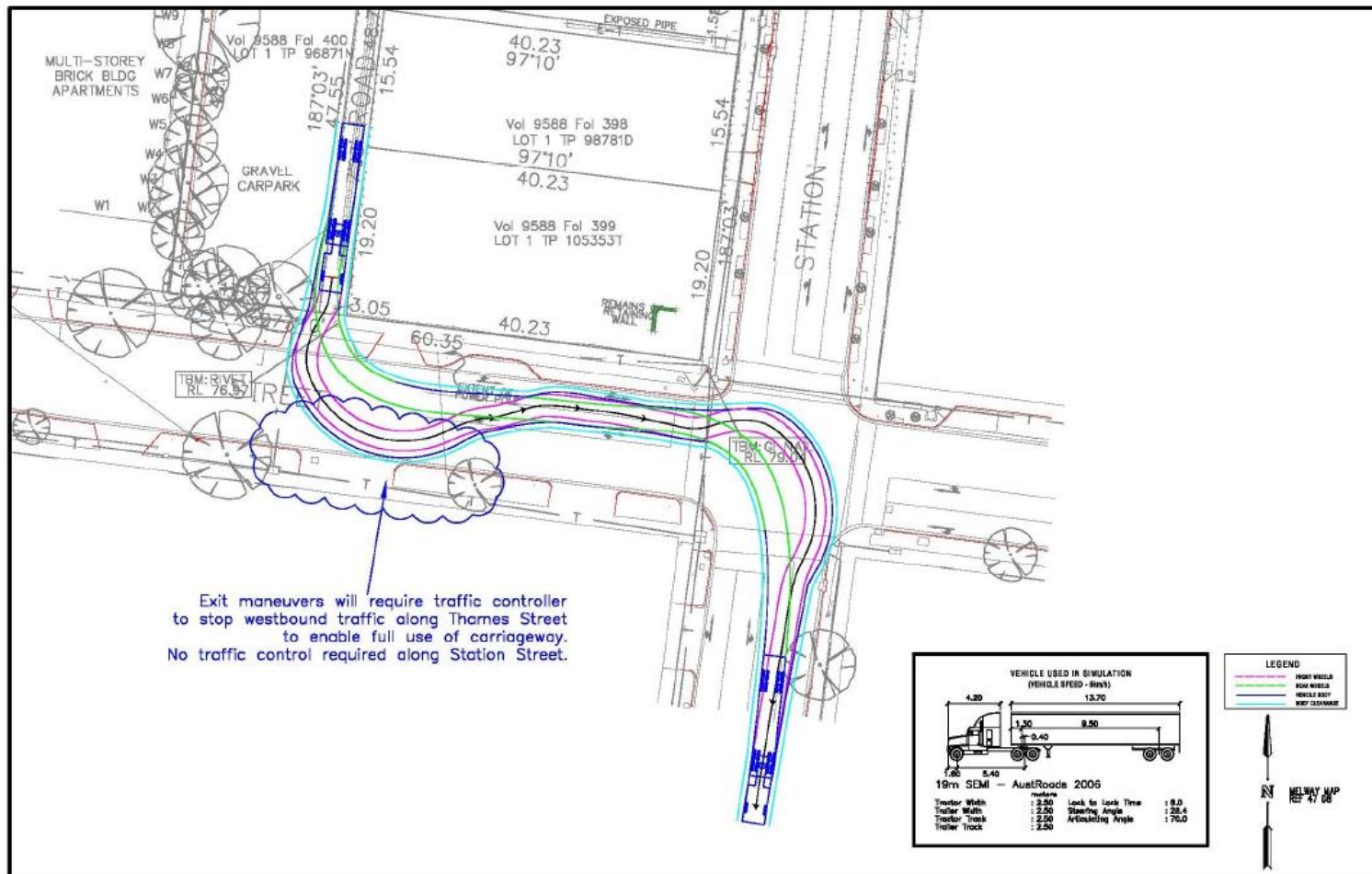


If the proposed truck route requires the use of a local road that has a traffic treatment (central island) or an intersection with a traffic treatment (such as a roundabout or a splitter island) this raises concerns about potential damage to Council assets. A bond may be required by Council in this situation.

To determine the impact these truck movements may have upon residential amenity an estimate of the following is required for each stage of development:

- Type of trucks accessing the site;
- Any proposed truck holding areas (not to be in front of residential properties); and
- Number of anticipated truck movements per day.

Example 4: Swept Path Assessment



Swept path diagrams are generated via the use of 'Auto-turn' software or a similar computer aided drawing package. Typically, to undertake this assessment the services of an experienced traffic engineering consultant is required. It should be noted that all swept path diagrams for all anticipated truck movements should be provided.

Example 5: Road Closures

Partial and/or full road closures are required during construction for the purposes of crane lifts, concrete pours, reinstatement of footpath, connection of drainage etc. As part of the CMP the applicant is required to provide a traffic management plan (TMP) in accordance with relevant standards and guidelines for each scenario where a part or full road closure will be required.

For each TMP included in the CMP:

- Label the TMP with the purpose of the closure i.e. Crane Lift;
- Detail which stage of works these closures will occur; and
- Advise of how many closures are anticipated.

It is recommended that the applicant appoint a suitably qualified traffic management company to prepare TMPs in accordance with relevant standards and guidelines.

It should be noted that the endorsed traffic management plans provided in the CMP are required to be submitted with any application for a full or part road closure.

Example 6: Construction Worker Parking

To manage the impact of construction worker parking demands there are two main options the developer should consider:

Off-street parking (preferred option):

Off-street parking opportunities include commercial car parks, Council car parks and vacant sites and are required to be within easy walking distance of the site.

Off-street parking is Council's preferred option as it minimises the impact of construction worker parking upon the street network. Off-street parking is to be provided at the developer's expense. Evidence of any parking agreements must be provided.

On-Street parking management (if there is no other option):

If there are no feasible off-street parking opportunities an alternate is on-street parking management which is designed to discourage construction worker parking on both sides of the road near the development site. The installation of a 1-hour or 2-hour parking restriction on one side of the road may be considered.

If this option is chosen by the developer they will need to pay a lump sum non-refundable fee which includes the costs:

- to install and remove the required parking signage; and
- the fees associated with the issuing of resident parking permit fees as per Council's Resident Parking Permit Scheme.