**Construction Logistics Planning**

**Practitioner Training Delegate Workbook**

**CLP Practitioner Training**

Delivered by CLOCS and HS2

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# Introduction

Welcome to the Construction Logistics Planning Practitioner workshop, developed by CLOCS in conjunction with TfL and HS2.

Understanding and being able to provide effective Construction Logistics Plans is becoming even more important as society looks to the industry to provide safer, cleaner and greener logistics to drive down serious incidents, reduce emissions, improve efficiency and encourage active travel.

The CLP Practitioner training course looks at the impact of sector growth on construction logistics and road related risk, CLPs through the planning process and discusses the importance of early collaboration, assessing vehicle movements and exploring planned measures.

Delegates will look what is involved in submitting a CLP, the benefits of early collaboration and who should be involved and when. CLP Practitioner training highlights the importance of using planned measures, estimating vehicle movements (using the CLP tool), as well as CLP evaluation, how to critique and the benefits of getting it right.

This workbook includes the course programme and various tasks that are covered over the course. Each task contains editable fields so that you can make notes directly into the workbook for future reference. All delegates will be provided with a copy of the presentation after the course.

Delegates are also provided with an Outline CLP template and an example CLP case study, both of which are used in one of the later tasks

# Aims

The aim of the CLP Foundation Training course is to:

* Help delegates to reflect on their Foundation training, discussing how the learning has been applied in the workplace and to explore the impact of sector growth on construction logistics and road related risk.
* Simplify and standardise CLP presentation, structure and compilation across the industry
* Enhance awareness of the importance and benefits of CLPs
* Introduce delegates to the CLP format and guidance – to ensure you are prepared for its roll-out and requirements from now
* Equip delegates with the tools to begin to develop, assess and deliver CLPs, to effectively meet the requirements of making a full assessment of all phases of construction.

This training will equip you to:

* Complete the various sections of the CLP
* Understand the CLP review stages
* Acknowledge how the CLP may be tailored to align with the 6 phases of construction
* Utilise CLP vehicle estimation methods
* Implement Planned Measures through CLP development
* Understand how to review and re-assess the CLP
* Justify and implement changes to CLPs

# Course programme

**Day 1 (09:15 to 13:15)**

|  |  |  |
| --- | --- | --- |
| **Timing** | **Duration** | **Content** |
| 09:15 – 09:40 | 25 mins | Introduction and course objectives |
| 09:40 – 09:55 | 15 mins | Icebreaker – personal objectives |
| 09:55 – 10:20 | 30 mins | Lesson 1 – Foundation course and training reflections |
| 10:20 - 11:35 | 75 mins | Lesson 2 – CLPs applied: Theory |
| *11:35 – 11:50* | *15 mins* | *Break* |
| 11:50 – 12:20 | 30 mins | Lesson 2 – CLPs applied: Collaboration tasks |
| 12:20 – 13:15 | 55 mins | Lesson 3 – Construction phasing impacts |

**Day 2 (09:15 to 13:15)**

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| **Timing** | **Duration** | **Content** |
| 09:15 – 09:35 | 20 mins | Lesson 4 – Estimated vehicle movements |
| 09:35 – 11:15 | 100 mins | Lesson 5 – Implementing planned measures through CLPs |
| *11:15 – 11:30* | *15 mins* | *Break* |
| 11:30 – 12:10 | 40 mins | Lesson 6 – Evaluating, complying with and updating a CLP |
| 12:10 – 12:50 | 40 mins | Lesson 7 – Recap: What makes a good CLP? |
| 12:50 – 13:05 | 15 mins | Quiz |
| 13:05 – 13:15 | 10 mins | Reflections | Summary | Evaluation |

# Lesson 1 - Foundation course reflections

**Emerging actions**

Have you made any changes in your organisation or used anything you have learned thus far?

If not, why not? What do you plan to change?

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What are your key personal learning objectives for today?

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# Lesson 2 - CLPs applied

**CLP structure – recap**

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| **Section** | **Heading** | **Level of detail** |
| 1 | Introduction | 2 -3 pages |
| 2 | Context, considerations and challenges | 4-5 pages |
| 3 | Construction programme and methodology | 2 -3 pages |
| 4 | Vehicle routing and site access | 4-5 pages |
| 5 | Strategies to reduce impact | 4-5 pages |
| 6 | Estimated vehicle movements | 1-2 pages |
| 7 | Implementing, monitoring and updating*(detailed CLP only)* | 1-2 pages |

**Critiquing a CLP**

What are the key quality elements of the CLP that you would want to apply or replicate elsewhere?

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What is missing from the CLP? What has not been considered or calculated?

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Do you think the CLP provide ample evidence to warrant planning approval?

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**Submitting a CLP – early involvement**

What are the three main goals on any development or project?

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**Early involvement matrix**

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|  | **Pre-planning/ design development** | **Planning submission** | **Pre-construction** | **Construction** |
| **Local Authority Planners** |  | \* | \* |  |
| **Developers** | \* | \* |  |  |
| **Planning/Design Consultant** | \* |  |  |  |
| **Contractors** |  |  | \* | \* |
| **Logistics Companies** |  |  | \* | \* |

(\* Full involvement in development and implementation)

When do you think there would be benefits of these groups working together and what are the benefits (referring to the previous matrix)?

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What prevents different stakeholder groups from working together earlier in the CLP process? Which of these challenges are the greatest priority?

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What contributes to these challenges? How can we solve them?

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**Reviewing a CLP**



# Lesson 3 – Construction Phasing - impacts

**Construction Phases - CLP Revision**

What are the typical challenges faced at each of the last four phases of construction?

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**Updating CLPs**

Examples of projects where the CLP has been updated during the programme and the benefits of doing so

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# Lesson 4 – Estimate vehicle movements

**Using the CLP Tool for vehicle estimation**



Do you feel comfortable that you could use the tool?

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What effect would this have on vehicles arriving on site?

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During which phase of construction. Would you expect vehicle arrivals to be spread most evenly across the day?

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# Lesson 5 – Implementing Planned Measures through CLPs

**Reducing Construction Impact Through CLPs**

Which additional Planned Measures can you incorporate into the CLP?

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What outcomes and benefits would you expect?

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How could you monitor the benefits generated?

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What challenges to the delivery of these Planned Measures would you anticipate?

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# Lesson 6 – Evaluation, complying with and updating a CLP

**CLP evaluation**

Are the points you made earlier still valid?

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What else could you consider when writing your CLP?

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# Lesson 7 – Recap: what makes a good CLP?

**Cost: The Benefit Of Getting Your CLP Right**

How much do you think an average outline CLP costs to produce?

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How much do you think getting a CLP wrong would cost a medium size site?

One month delay in starting works?

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One day of borough inspection due to resident complaints

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Unusable access resulting in materials not being delivered on time and programme slippage

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# Reflections

What will you do differently as a result of this training?

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What would you want to do differently but don’t think is feasible in your work? Why? What are the constraints?

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Who, if anyone, will you share your learning with from this training?

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# Additional notes

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# Next step, CLP Advanced Practitioner course

The CLP Advanced Practitioner training s for individuals involved in producing CLPs and focuses on the methodology using CLP tool outputs, for assessing and calculating vehicle movements on and off site during each of the construction phases.

If you would like to book onto the CLP Advanced Practitioner course, please visit the CLOCS website at <https://www.clocs.org.uk/page/CLPtraining> or contact support@clocs.org.uk.