



LPP 1.22: Construction & Demolition Plan Management Plan Pro Forma

Introduction:

The City of Melville is committed to ensuring construction and demolition works are undertaken with the minimal impact and disruption to the amenity of the surrounding community. In addition, such works need to consider any potential impacts upon the environmental sensitivities of the Swan and Canning River system and any associated surface water features, wetlands, or associated vegetation. To achieve this, the City requires builders and demolition contractors to complete and submit the Construction and Demolition Management Plan Pro Forma, detailing all relevant aspects of the construction or demolition works pertaining to activities in the road reserve.

This form is to be read and completed in conjunction with LPP 1.22 Construction Management Plan. Where the Construction Management Plan requires input on technical matters a report or statement shall be prepared by a suitably qualified consultant.

It should be noted that the Local Government Act and the City of Melville Local Laws do not permit obstructions, materials, or the erection of any structures on the road reserve (footpaths, verges, roads and laneways), Parks and Reserves unless approval from the City of Melville is first obtained.

Instructions: Please print clearly in the spaces provided.

1. Application Details:

Please tick the appropriate box:

☐ Construction Management Plan

OR

☐ Demolition Management Plan

Building/Demolition Permit Application No (if known):

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2. Site Details

Lot Number

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Street Number

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Street



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Suburb

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State

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Postcode

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3. Site Manager Details

Business Name

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First Name

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Surname

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Business Address

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State

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Postcode

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Mobile

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Telephone (Business)

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Email

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4. Site Plan



To be appropriately scaled to 1:100 or 1:200 and include information detailed in the CMP Policy.

Site Plan - **Attached**

5. Stakeholder Engagement and Complaints Management

To enable complaints to be managed onsite in the first instance, signage specifying any security measures and key contact details of an essential site person **MUST** be erected at the entrance.

Please provide details of the essential site contact person:

First Name

Surname

Phone Number

5.1 Stakeholder engagement and information plan (for major development)

The Stakeholder Information and Engagement Plan is to detail how the surrounding stakeholders will be kept informed about the development.

Stakeholder Information and Engagement Plan - **Attached**

5.2 Complaints Management Plan

A Complaints Management Plan is to be prepared detailing how complaints will be actioned including the creation and maintenance of a Complaints Register. It is the responsibility of onsite personnel to manage and respond promptly to all complaints in a timely fashion to ensure complaint resolution. On request, a copy of the register is to be made available to the City.

Complaints Management Plan Engagement Plan - **Attached**

6 Dilapidation Report

This report is to detail the current condition of the City's infrastructure and buildings adjacent to the development site.

The report shall include confirmation that a copy has been provided to adjacent owners.

Dilapidation Report – **Attached**

7 Traffic Management Plan



A Traffic Management Plan (TMP) designed by a Main Roads WA registered Traffic Company shall be prepared, to address traffic and pedestrian issues that could arise during the works. This shall be approved in writing by the City.

Traffic Management Plan – **Attached**

8. Parking Management Plan

The PMP is required to demonstrate how adequate parking for worksite personnel has been achieved. The aim should be to provide worksite personnel parking off the street either on private property or within off street public parking areas. The PMP is to be approved in writing by the City.

Parking Management Plan – **Attached**

9. Work Zone Permit

The City should be notified in writing if City infrastructure or land is required to support the construction through the creation of a work zone. The location of the work zone is to be marked on the site plan and details should be provided of length of use required. on the length of time are to be provided. Upon receipt of a Work Zone permit request, the proponent will be advised of any associated fees, which should be paid prior to final approval.

10. Environmental Management

An Environmental Plan (EP) is required to address all activities that could cause noise, light spill, vibration, dust, sand and other disturbances to nearby businesses, noise sensitive premises including residential uses, schools, childcare premise, and the general public. The EP shall consider potential impacts to the Swan and Canning River system. It should address and prevent the movement of soil and sediment from the worksite to the stormwater network. It should also address the impact of any dewatering, acid sulphate soils and hazardous materials.

In relation to stormwater management, The City's expectation is that all stormwater is contained on site during the construction programme. The City does not support the diversion of stormwater into the City's drainage network. If the site requires stormwater management during construction a Stormwater Management Plan shall be provided with the CMP.

In relation to dewatering, applicants should have regard to the provisions of the Department of Biodiversity, Conservation and Attraction's Policy Statement No. 50 – Planning for Dewatering Affecting the Swan Canning Development Control Area.

Environmental Management Plan – **Attached**

11. Work Hours

Permissible work hours are from 7am – 7pm Monday to Saturday only. Any construction related activity outside of these periods must be subject of the written agreement of the City and will only be endorsed if the works are essential and which cannot be undertaken during standard working hours/days.

Any request for out of hours construction work must include a noise management plan.

☐ I have read and acknowledge the work hours requirements



10. Customer Authorisation

☐ By ticking this box, I confirm that:

I understand that the construction and demolition management plan is a requirement of Planning and Building approval but does not negate the requirement for separate applications and approvals as listed in this document.

Upon submission of the Construction and Demolition Management Plan, the applicant undertakes to hold the City of Melville as indemnified against all claims which may be made against them for damages or otherwise, in respect of any loss, damage, death or injury caused by, or in the course of or arising out of the use of the road reserve and the property of the City of Melville, during all periods when the reserves are in use.

I have read and understood the above information and I accept responsibility for ensuring compliance with the Construction and Demolition Management Plan, City of Melville Local Laws, Statutes, and any conditions pertaining to use of the Road Reserve and City Property on behalf of the afore named business.

I understand that this form authorises the City of Melville to reproduce any documents associated with this application and to make these publicly available.

I have read and agree to abide by the associated Terms and Conditions. I also confirm the information I have provided in this form is accurate. (A signature is not required on forms lodged electronically and submissions will be treated in accordance with the *Electronic Transactions Act 2011 (WA)*.)

Business Name

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First Name

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Surname

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Signature

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Date (DD/MM/YYYY)

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Lodgement Options

In Person

City of Melville
Customer Service Counter



City of
Melville

General Enquiries Tel 1300 635 845 Fax 08 9364 0285 www.melvillecity.com.au
Street Address 10 Almondbury Road Booragoon WA 6154
Postal Address Locked Bag 1 Booragoon WA 6954

10 Almondbury Road, Booragoon, Western Australia 6154

By Email

Email the completed form to our Planning and Building Administration at
pbadmin@melville.wa.gov.au