

Construction Management Plan

pro forma

**Vacant site adjacent No. 1
Narcissus Road, and to the rear
of 132/134 Mill Lane,
London,
NW6 1NE**

Contents

Revisions	3
Introduction	4
Timeframe	6
Contact	7
Site	9
Community liaison	12
Transport	14
Environment	26
Agreement	31

Revisions & additional material

Please list all iterations here:

Date	Version	Produced by
21 st March 2023	C	NRG Consulting (GB) Ltd

Additional sheets

Please note – the review process will be quicker if these are submitted as Word documents or searchable PDFs.

Date	Version	Produced by

Introduction

The purpose of the **Construction Management Plan (CMP)** is to help developers to minimise construction impacts and relates to all construction activity both on and off-site that impacts the wider environment.

It is intended to be a live document whereby different stages will be completed and submitted for application as the development progresses.

The completed and signed CMP must address how any impacts associated with the proposed works, and any cumulative impacts of other nearby construction sites, will be mitigated and managed. The level of detail required in a CMP will depend on the scale and nature of development. Further policy guidance is set out in Camden Planning Guidance **(CPG) 6: Amenity** and **(CPG) 8: Planning Obligations**.

This CMP follows the best practice guidelines as described in the [Construction Logistics and Community Safety \(CLOCS\)](#) Standard and the [Guide for Contractors Working in Camden](#).

Camden charges a [fee](#) for the review and ongoing monitoring of CMPs. This is calculated on an individual basis according to the predicted officer time required to manage this process for a given site.

CMP development sites will be inspected by Camden's Site Planning Inspectors or nominated officers to assess compliance with the CMP. These inspections will be planned and unplanned site visits for the duration of the works. Developers/contractors are required to provide access to sites for inspection and cooperate fully throughout the inspection process ensuring compliance with the CMP.

The approved contents of this CMP must be complied with unless otherwise agreed with the Council in writing. The project manager shall work with the Council to review this CMP if problems arise during construction. Any future revised plan must also be approved by the Council and complied with thereafter.

It should be noted that any agreed CMP does not prejudice or override the need to obtain any separate consents or approvals such as road closures or hoarding licences.

If your scheme involves any demolition, you need to make an application to the Council's Building Control Service. Please complete the "[Demolition Notice](#)."

Please complete the questions below with additional sheets, drawings and plans as required. The boxes will expand to accommodate the information provided, so please provide as much information as is necessary. It is preferable if this document, and all additional documents, are completed electronically and submitted as Word files to allow comments to be easily documented. These should be

referenced/linked to from the CMP. Please only provide the information requested that is relevant to a particular section.

(Note the term 'vehicles' used in this document refers to all vehicles associated with the implementation of the development, e.g. demolition, site clearance, delivery of plant & materials, construction etc.)

Revisions to this document may take place periodically.

IMPORTANT NOTICE: If your site falls within a Cumulative Impact Area (CIA) you are required to complete the CIA Checklist and circulate as an appendix to the CMP and included as part of any public consultation – a CMP submission will not be accepted until evidence of this has been supplied.

The CIA Checklist (editable pdf) can be found at

<https://www.camden.gov.uk/about-construction-management-plans>

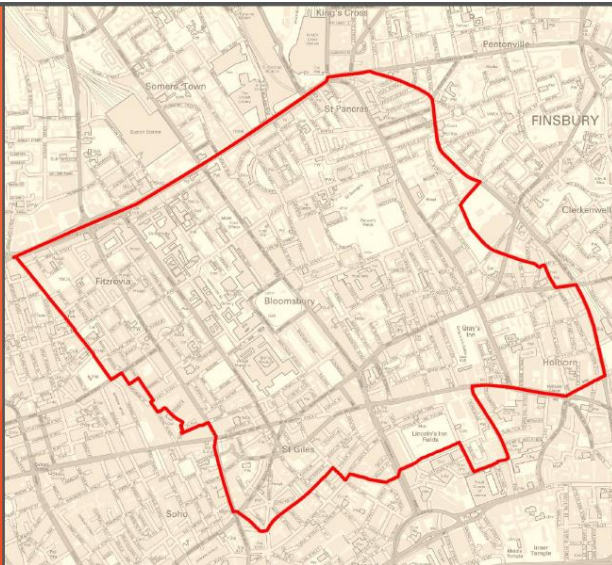
Cumulative Impact Area Central London

Statement & Checklist

Planning Reference
Site Address



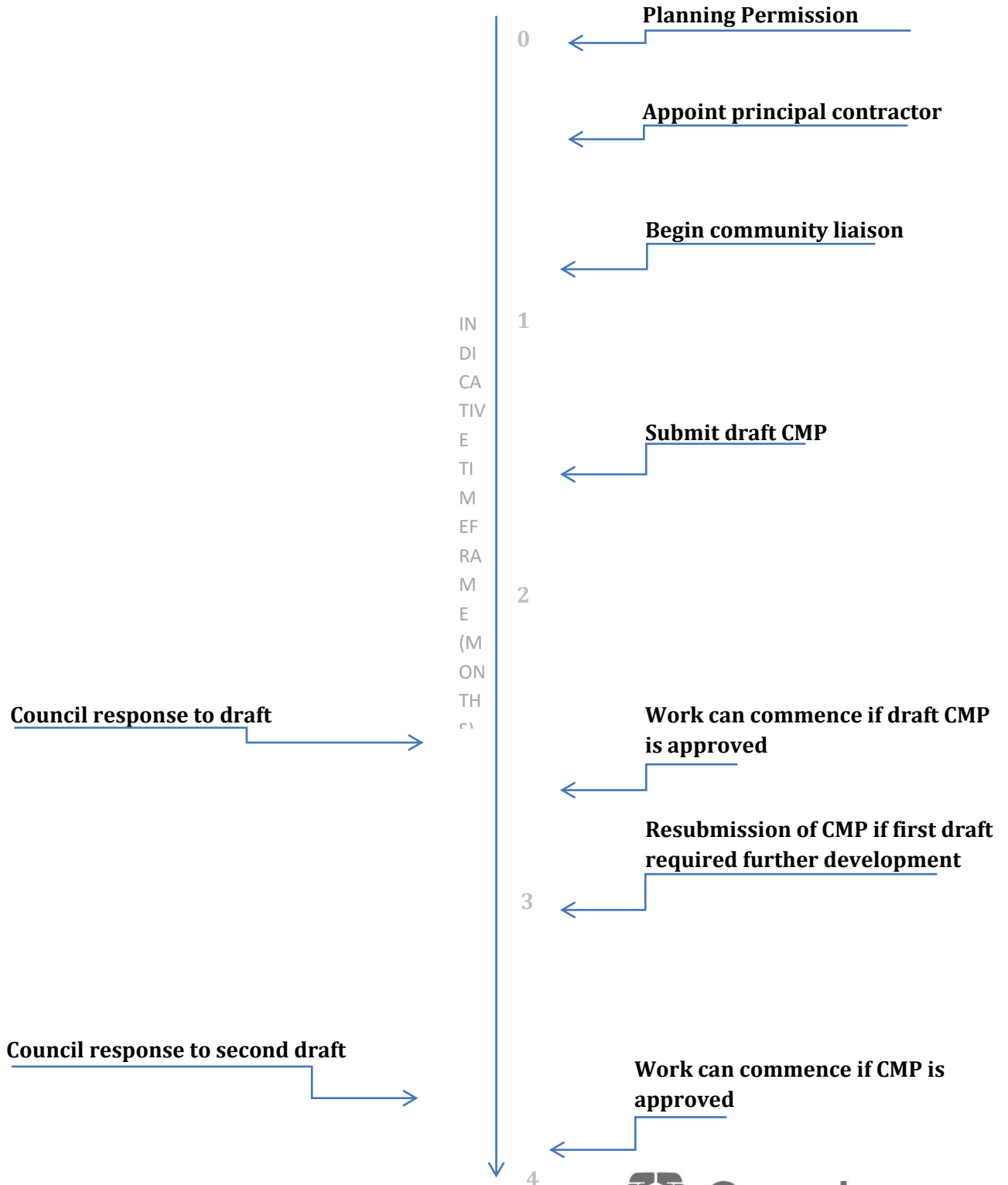
CONSTRUCTION MANAGEMENT PLANS



Timeframe

COUNCIL ACTIONS

DEVELOPER ACTIONS



Contact

1. Please provide the full postal address of the site and the planning reference relating to the construction works.

Address: **Vacant Land at Narcissus Road, NW6 1NE**

Planning reference number to which the CMP applies: **N/A.**

However, the proposed development is described as: "Erection of four-storey building for use as 7 residential flats, including outdoor amenity space, refuse, recycling and cycle storage"

2. Please provide contact details for the person responsible for submitting the CMP.

Name: **Edward Freeman**

Address: **16 Great Queen Street, Covent Garden, London, WC2B 5AH**

Email: **edward@rare-origins.com**

Phone: **+44 7702430554**

3. Please provide the full contact details of the site project manager responsible for the day-to-day management of the works and dealing with any complaints from residents and businesses.

Name: **Edward Freeman**

Address: **16 Great Queen Street, Covent Garden, London, WC2B 5AH**

Email: **edward@rare-origins.com**

Phone: **+44 7702430554**

4. Please provide full contact details of the person responsible for community liaison and dealing with any complaints from residents and businesses if different from question 3. In the case of the Community Investment Programme (CIP), please provide the contact details of the Camden officer responsible.

Name: ***Edward Freeman***

Address: ***16 Great Queen Street, Covent Garden, London, WC2B 5AH***

Email: ***edward@rare-origins.com***

Phone: ***+44 7702430554***

5. Please provide full contact details including the address where the main contractor accepts receipt of legal documents for the person responsible for the implementation of the CMP.

Name: TBC

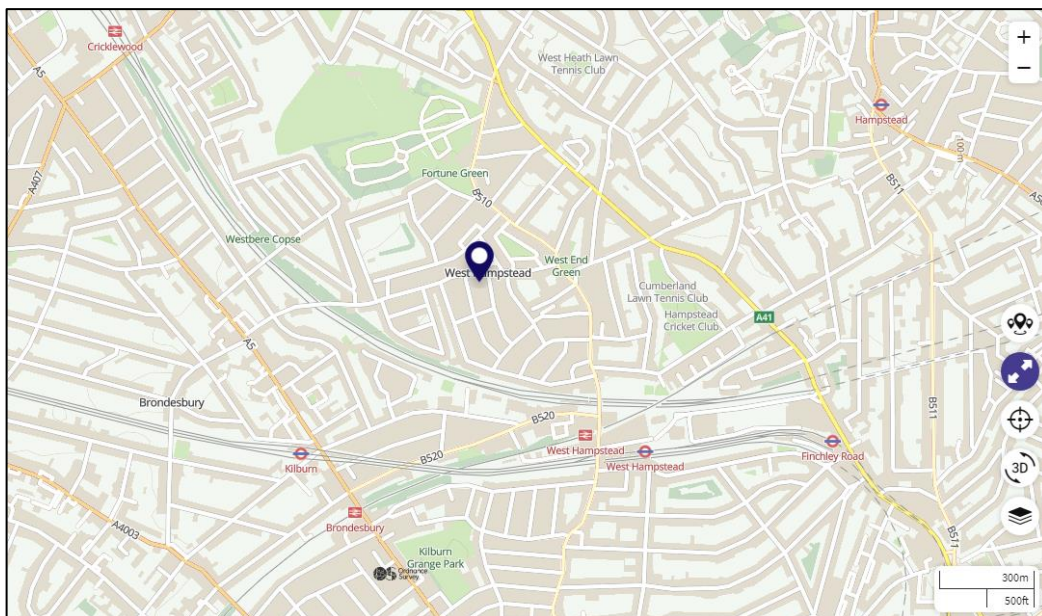
Address: TBC

Email: TBC

Phone: TBC

Site

6. Please provide a site location plan and a brief description of the site, surrounding area and development proposals for which the CMP applies. Please fill up [Cumulative Impact Area \(CIA\) checklist form](#) if the site falls within the CIA zone (Central London)



The application site is located on the east side of Narcissus Road, near the corner of Narcissus Road and Mill Lane, West Hampstead, London. The site context is a residential area comprising mostly of historic homes of varying ages. The site is not in a Conservation Area and neighbouring buildings are not listed.

Wider neighbourhood includes shops, a primary school and other services located on Mill Lane. The shops, amenities and public transport links of West Hampstead are only a few minutes' walk away from the application site.

The eastern boundary of the site fronts onto Narcissus Road. The southern boundary runs along the exposed flank wall of 1 Narcissus Road. The western boundary is marked by established close-boarded timber fencing. The northern boundary of the site at present runs in part along the rear wall of the ground floor extension at 132 Mill Lane (the rest of the northern boundary being marked by established close-boarded timber fencing).

The site, derelict for many years, comprises of rough hard standing (partly overgrown with patches of bramble and weeds). To the extent if the site has been used at all, it appears to have been for occasional parking of vehicles.

The site does not fall within a CIA.

7. Please provide a very brief description of the construction works including the size and nature of the development and details of the main issues and challenges (e.g. narrow streets, proximity to residential dwellings etc).

As the works are taking place on vacant land, the initial works will consist of removal of the front (eastern) brick wall, and the hardstanding area that is present at the ground floor of development. As well as removal of vegetation.

The development will be four storeys tall and will contain seven flats. Narcissus Road is a narrow (7.5m width) road with parked cars on either side. Therefore, it is proposed that parking bays are suspended.

Sub-structure works will primarily involve the:

- Localised re-grading within the Site to create a level development platform for the Structure.
- Excavation for foundations and to allow installation of any below ground services;
- Piling
- Installation of ground slabs (ground bearing or suspended block) and supporting beams.

Super-structure works will primarily involve the:

- This stage will involve the construction of the main building structure and will include the pouring of concrete, the installation of steel frames, load bearing brick walls, reinforced masonry and the external building fabric. The erection of scaffolding .

8. Please provide the proposed start and end dates for each phase of construction as well as an overall programme timescale.

Indicative Construction Programme – 64 weeks			
Activity	Start Date	End Date	Weeks
Enabling Works	Sept-23	Oct-23	4
Substructure and Service Works	Oct-23	Dec-23	8
Superstructure	Dec-23	Apr-24	16
Internal Works	Mar-24	May-24	12
External Works	Apr-24	Jun-24	8
Final Clean and Snagging	Apr-24	July-24	24

9. Please confirm the standard working hours for the site, noting that the standard working hours for construction sites in Camden are as follows:

- 8.00 am to 6 pm on Monday to Friday
- 8.00 am to 1.00 pm on Saturdays
- No working on Sundays or Public Holidays

This is Camden's standard times. However, the times operated should be specific to the site and related to the type of work being carried out, and the proposed working hours will be considered on a case-by-case basis.

If the site is within the Cumulative Impact Area (CIA), then Saturday working is not permitted, unless agreed with Camden.

The site working hours will be limited to the following:

8.00am to 6pm on Monday to Friday

8.00am to 1.00pm on Saturdays

No working on Sundays or Public Holidays

The site is not within a CIA.

Community Liaison

A neighbourhood consultation process must have been undertaken before the submission of the CMP's first draft.

This consultation must relate to construction impacts and should take place following the granting of planning permission in the lead-up to the submission of the CMP. A consultation process specifically relating to construction impacts must take place regardless of any prior consultations relating to planning matters. This consultation must include all of those individuals that stand to be affected by the proposed construction works. These individuals should be provided with a copy of the draft CMP, or a link to an online document. They should be given adequate time with which to respond to the draft CMP and any subsequently amended drafts. Contact details which include the phone number and email address of the site manager should also be provided.

Significant time savings can be made by running an effective neighbourhood consultation process. This must be undertaken in the spirit of cooperation rather than one that is dictatorial and unsympathetic to the well-being of residents and businesses.

These are most effective when initiated as early as possible and conducted in a manner that involves the local community. Involving locals in the discussion and decision-making process helps with their understanding of what is being proposed in terms of the development process. **The consultation and discussion process should have already started, with the results incorporated into the CMP first draft submitted to the Council for discussion and sign-off.** This communication should then be ongoing during the works, with neighbours and any community liaison groups being regularly updated with programmed works and any changes that may occur due to unforeseen circumstances through newsletters, emails and meetings.

Please note that for larger sites, details of a construction working group may be required as a separate S106 obligation. If this is necessary, it will be set out in the S106 Agreement as a separate requirement for the developer.

Cumulative impact

Sites located within high concentrations of construction activity that will attract large numbers of vehicle movements and/or generate significant sustained noise levels should consider establishing contact with other sites in the vicinity to manage these impacts.

The Council can advise on this if necessary.

10. Sensitive/affected receptors

Please identify the nearest potential receptors (dwellings, business, etc.) likely to be affected by the activities on site (i.e. noise, vibration, dust, fumes, lighting etc.).

Like most development projects within or near Central London the scheme will need to be developed to be mindful of the residents and minimise disruption in the local area.

132 and 134 Mill Lane (Adjacent North) is a residential property north of the proposed development. Existing residents would be sensitive to noise and vibration.

1a and 1b Narcissus (Adjacent South) is a residential property north of the proposed development. Existing residents would be sensitive to noise and vibration

Emmanuel C of E Primary School is a nearby sensitive receptor – but are not expected to be impacted by noise/vibration effects due to the distance from the site.

Furthermore, and with the same considerations for dust, the type of development at Narcissus Road does not lend to significant impacts of noise or vibration (outside of immediately adjacent properties), and will likely produce minimal dust throughout construction, such that even adjacent properties will not be impacted by dust and soiling effects. These receptors will still be considered when discussing routing for construction

11. Consultation

The Council expects meaningful consultation. For large sites, this may mean two or more meetings with residents **before submitting the first draft of CMP**. Please ensure that any changes to parking and loading on the public highway are reflected in the consultation. Please agree on highways and set up plans in advance with Camden if there is any uncertainty with this.

Evidence of who was consulted, how the consultation was conducted and a summary of the comments received in response to the consultation should be included. Details of meetings including minutes, lists of attendees etc. should be appended.

In response to the comments received, the CMP should then be amended where appropriate and, where not appropriate, a reason was given. The revised CMP should also include a list of all the comments received. Developers are advised to check proposed approaches to consultation with the Council before carrying them out. If your site is on the boundary between boroughs then we would recommend contacting the relevant neighbouring planning authority.

Please provide details of consultation of the draft CMP with residents, businesses, local groups (e.g. residents/tenants and business associations) and Ward Councillors.

At this stage of development, it is proposed that the following methods will be carried out at a minimum to ensure communication is held with nearby residents and businesses, and to also ensure that if information is sought by nearby residents and businesses, that they will be able to acquire such information.

It is proposed that these indicative methods would be:

- Hosting a monthly meeting either in-person or online with any concerned residents (to discuss construction programmes, noisy events, complaints etc) to be arranged so residents can attend at their convenience, raise any questions and voice any concerns. **(Minutes to be held of any such meeting and submitted to council upon request)**
- Letter drops to nearby residents prior to any works on site – at minimum of 4 weeks, to give further notice of oncoming construction works. With information included this letter such as contact details for the appropriate individual responsible for site management, any community liaison / resident liaison officer, timings of site works, and hours of work in line with Camden Council guidance.

Details of the site manager will be put on notice board at the front of site, to ensure any members of the public passing by will be provided the information of contact details should they require them. These will include as a minimum, an email address, full name, job description, telephone number, and work address.

A draft version of this CMP Pro-Forma document will also be made available upon request and will be presented at such meetings to relay any information.

Any extension or update to the proposed indicative methods above will be outlined in the detailed pro-forma document and include for any necessary stakeholders – as well as mentioning specifically the frequency and purpose of such events.

12. Construction Working Group

For particularly sensitive/contentious sites or sites located in areas where there are high levels of construction activity, it may be necessary to set up a construction working group.

If so, please provide details of the group that will be set up, the contact details of the person responsible for community liaison and how this will be advertised to the local community, and how the community will be updated on the upcoming works i.e. in the form of a newsletter/letter drop, or weekly drop-in sessions for residents.

It is not foreseen that the formation of a construction working group will be required due to the size, location and type of development proposal.

13. Schemes

Please provide details of your Considerate Constructors Scheme (CCS) registration. Please note that Camden requires [CCS site registration](#) for the full duration of your project including additional [CLOCS visits](#) for the full duration of your project. Please provide the CCS site ID number that is specific to the above site. A company registration will not be accepted, the site must be registered with CCS.

Be advised that Camden is a Client Partner with the Considerate Constructors Scheme and has access to all CCS inspection and CLOCS monitoring reports undertaken by CCS.

Contractors will also be required to follow the [Guide for Contractors Working in Camden](#). Please confirm that you have read and understood this and that you agree to abide by it.

The site will be registered with the Considerate Constructors Scheme.

The site team will aim for a score of 25 with 5 in each of the 5 sections of the Considerate Constructors Scheme.

Contractors will be required to follow the *Guide for Contractors working in Camden*, and this will also be a requirement for all sub-contractors that work on or for the site.

14. Neighbouring sites

Please provide a plan of existing or anticipated construction sites in the local area and please state how your CMP takes into consideration and mitigates the cumulative impacts of construction in the vicinity of the site. The council can advise on this if necessary.

A review of the local area has found that there are no nearby or anticipated construction sites that would have any impact on the neighbouring properties or cause any cumulative impact that would need to be reviewed or mitigated against.

Should it be the case that a nearby site does become active efforts will then be made to collaborate and coordinate movements if applicable with nearby sites.

Transport

This section must be completed in conjunction with your principal contractor. If one is not yet assigned, please leave the relevant sections blank until such time when one has been appointed.

Camden is a CLOCS Champion and is committed to maximising road safety for Vulnerable Road Users (VRUs) as well as minimising negative environmental impacts created by motorised road traffic. As such, all vehicles and their drivers servicing construction sites within the borough are bound by the conditions laid out in the CLOCS Standard.

This section requires details of how you intend to manage traffic servicing your site, including your road safety obligations about VRU safety. It is your responsibility to ensure that your principal contractor is fully compliant with the terms laid out in the CLOCS Standard. It is your principal contractor's responsibility to ensure that all contractors and sub-contractors attending the site are compliant with the terms laid out in the CLOCS Standard.

Checks of the proposed measures will be carried out by CCS monitors as part of your CLOCS monitoring visits through CCS and possibly council officers, to ensure compliance. Please refer to the CLOCS Standard when completing this section.

Please contact CLOCS@camden.gov.uk for further advice or guidance on any aspect of this section.

Please note that this section may also be referred to as a Construction Logistics Plan in the context of the CLOCS Standard.

CLOCS Contractual Considerations

15. Name of Principal Contractor:

A Principal Contractor is not yet appointed.

The Principal Contractor will be responsible for managing their works in accordance with this CMP and obtaining approval for any deviations.

16. Please submit the proposed method for checking operational, vehicle and driver compliance with the CLOCS Standard throughout the duration of the contract.

On appointment of the Principal Contractor, a CLOCS Champion (likely to be the Site Manager on a site of this size) will be nominated who will set out the method for checking operational compliance with the CLOCS Standards. They will also be responsible for ensuring all sub-contractors are compliant and will ensure site records are update and available for inspection.

CLOCS data will be included in the Principal Contractor monthly progress report.

All drivers of vehicles over 3.5t will have undertaken Safe Urban Driver training. In addition, all vehicles over 3.5t will be fitted with blind spot minimisation equipment and audible left turn alerts.

All contractors responsible for any site deliveries or site vehicles will be FORS accredited to a minimum of *Silver*.

The Principal Contractor will be contractually obliged to record all deliveries to and from site.

17. Please confirm that you as the client/developer and your principal contractor have read and understood the CLOCS Standard and included it in your contracts.

I confirm that I have included the requirement to abide by the CLOCS Standard in my contracts to my contractors and suppliers:

The CLOCS standard has been read and understood. It will also be incorporated into the Employers Requirements for the scheme.

This requirement will also be included in all relevant sub-contractor tender documents to ensure full compliance.

Please contact CLOCS@camden.gov.uk for further advice or guidance on any aspect of this section.

Site Traffic

Sections below shown in blue directly reference the CLOCS Standard requirements. The CLOCS Standard should be read in conjunction with this section.

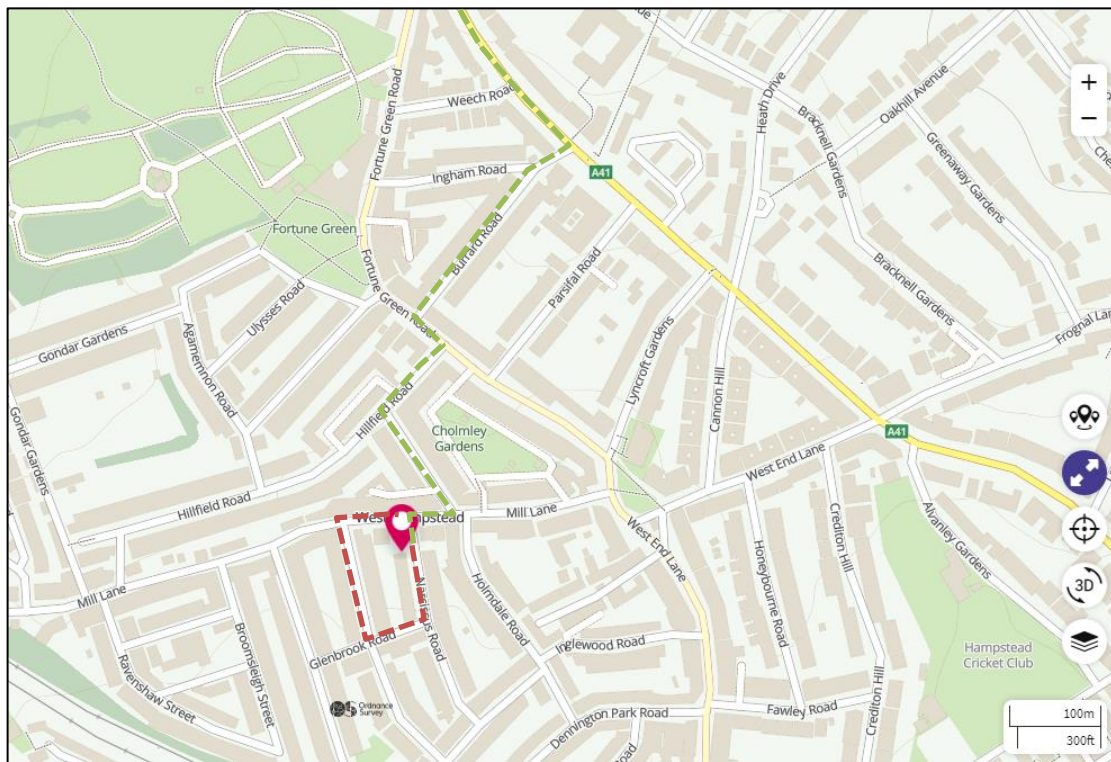
18. Traffic routing: *“Clients shall ensure that a suitable, risk-assessed vehicle route to the site is specified and that the route is communicated to all contractors and drivers. Clients shall make contractors and other service suppliers aware that they are to use these routes at all times unless unavoidable diversions occur.” (P19, 3.4.5)*

Routes should be carefully considered and risk assessed, taking into account the need to avoid where possible any major cycle routes and trip generators such as schools, offices, stations, public buildings, museums etc.

Consideration should also be given to weight restrictions, low bridges and cumulative impacts of construction (including neighbouring construction sites) on the public highway network. The route(s) to and from the site should be suitable for the size of vehicles that are to be used.

a. Please show vehicle approach and departure routes between the site and the Transport for London Road Network (TLRN). Please note that routes may differ for articulated and rigid HGVs.

Routes should be shown clearly on a map, with approach and departure routes marked. If this is attached, use the following space to reference its location in the appendices.



The figure above displays the conventional route for all vehicles, accessing the site. Due to the smaller footprint of the site, it is not foreseen or predicted that any vehicle larger than an LRIGID (10m) in length will be required to access the site, and nor will more than one vehicle be accessing the site at any one time.

The green route indicates the direction towards the site, with the red route indicating the direction away from the site.

Vehicles will connect primarily to the M1, A1, and A406 before joining the Brent Cross Flyover and Hendon Way. Vehicles will then join Finchley Road, before turning right onto Burrard road, left onto Fortune Green Road, then right onto Hillfield Road, then left onto Aldred Road, then right onto Mill Lane, then left onto site.

Vehicles leaving site will continue straight onto Narcissus Road, turning right onto Glenbrook Road, then right onto Solent Road, and then right again onto Mill Lane, and taking the same route away from site.

b. Please confirm how contractors and delivery companies will be made aware of the route (to and from the site) and any on-site restrictions, before undertaking journeys.

The route and on-site restrictions will be incorporated into the Principal Contractor's contract and a copy of this document will form part of the Tender Pack. The routes will also be included in all sub-contract packages.

It will be ensured that all sub-contractors are made aware during their induction (where deliveries occur as part of their package) that they will only be able to egress leaving by turning back onto Mill Lane via local roads and not performing a turning manoeuvre.

The Principal Contractor will also set up an appropriate delivery system, which will re-confirm the required route and ensure deliveries are timed and coordinated throughout the construction period. Vehicles not booked in will not be allowed to access the site.

19. Control of site traffic, particularly at peak hours: *"Clients shall consider other options to plan and control vehicles and reduce peak hour deliveries" (P20, 3.4.6)*

Construction vehicle movements should be restricted to the hours of 9.30 am to 4.30 pm on weekdays and between 8.00 am and 1.00 pm on Saturdays. If there is a school in the vicinity of the site or on the proposed access and/or egress routes, then deliveries must be restricted to the hours of 9.30 am and 3 pm on weekdays during term time.

Vehicles may be permitted to arrive at the site at 8.00 am if they can be accommodated on site. Where this is the case they must then wait with their engines switched off.

A delivery plan should ensure that deliveries arrive at the correct part of the site at the correct time. Instructions explaining such a plan should be sent to all suppliers and contractors.

a. Please provide details of the types of vehicles required to service the site and the approximate number of deliveries per day for each vehicle type during the various phases of the project.

For Example:

32t Tipper: 10 deliveries/day during first 4 weeks

Skip loader: 2 deliveries/week during the first 10 weeks

Artic: plant and tower crane delivery at the start of the project, 1 delivery/day during the main construction phase project

18t flatbed: 2 deliveries/week for the duration of the project

3.5t van: 2 deliveries/day for the duration of the project

To avoid congestion within the immediate vicinity of the site, deliveries will be managed to ensure vehicles arrive at agreed times. The site logistics manager will be able to communicate with drivers to instruct them when would be appropriate for them to at site.

Vehicles will operate under a 'one in one out' policy, whereby no more than one vehicle will be present on site at any one time.

Vehicles and drivers will adhere strictly to the guidance set below:

- Vehicles will contact the site 20 minutes before arriving (at a minimum) to ensure a spot is available and that they are making their booking time.
- Vehicles will not be allowed to stack or idle on nearby roads.
- Vehicles will not be promoted to 'return' at a more convenient time if they miss their booking slot or if a currently entertained vehicle on site has not left in a prompt manner.
- Operatives will be informed that parking in the local area is strictly prohibited. Sustainable transport options will be made available to all operatives and sub-contractors.

Once appointed the Principal Contractor will prepare a detailed delivery plan and this will be arranged and included in all sub-contractor queries and contracts.

An indicative list of vehicle types required can be seen below.

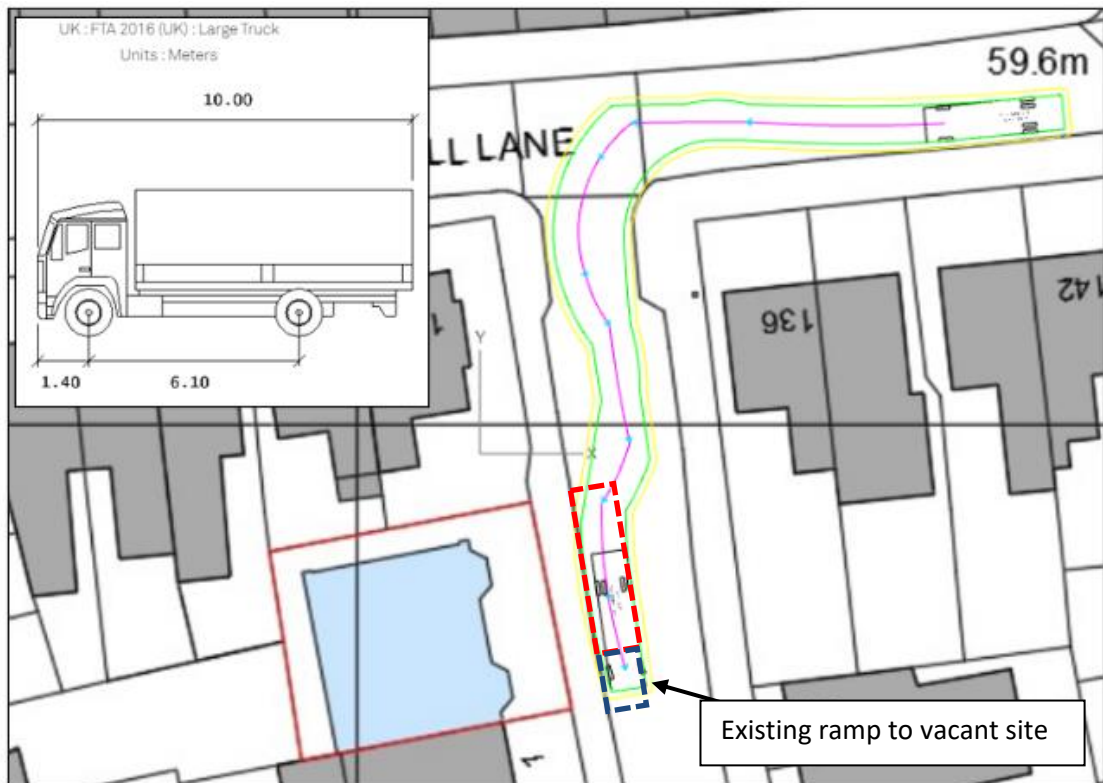
Vehicle Type	Large/Small	Length	Main Works Deliveries per Day
Short Flat Bed	Small	7.17m	0-3
Large Flat Bed	Large	10m	0-2

b. Please specify the permitted delivery times.

See question 14 response.

c. Cumulative effects of construction traffic servicing multiple sites should be minimised where possible. Please provide details of other developments in the local area or on the route that might require delivery coordination between two or more sites. This is particularly relevant for sites in very constrained locations.

There will be no constrained manoeuvres for LRIGID vehicles accessing the site at Narcissus Road. All vehicle movements will include pulling into Narcissus Road, parking at the proposed suspended bays by pulling in in forward gear, and then pulling away in forward gear, turning right three times back onto Mill Lane and away from site.



d. Please provide swept path analyses for constrained manoeuvres along the proposed route.

There will be no constrained manoeuvres along the proposed route.

e. Consideration should be given to the location of any necessary holding areas/waiting points for sites that can only accommodate one vehicle at a time/sites that are expected to receive large numbers of deliveries. Vehicles must not queue or circulate on the public highway. Whilst deliveries should be given set times to arrive, dwell and depart, no undue time pressures should be placed upon the driver at any time.

Please identify the locations of any off-site holding areas or waiting points. This can be a section of a single yellow line that will allow the vehicle to wait to phone the site to check that the delivery can be accommodated.

Please refer to question 24 if any parking bay suspensions will be required to provide a holding area.

Vehicle deliveries will be managed with a 'just in time' approach, arriving at the site at a pre-determined time and be held within the site boundary and not on the public road.

The loading bay (up to three bays) area will be enough to accommodate a single vehicle on site at one time, which is the proposal for this development due to its scale and build type. There is also an existing area that does not allow parked vehicles as this is a ramp/entrance to the existing vacant site. This can therefore be used for access and egress of construction vehicles.

f. Delivery numbers should be minimised where possible. Please investigate the use of construction material consolidation centres, and/or delivery by water/rail if appropriate.

The methods of construction and size of project do not warrant the use of construction material consolidation centres.

g. Emissions from engine idling should be minimised where possible. Please provide details of measures that will be taken to reduce delivery vehicle engine idling, both on and off-site (this does not apply to concrete mixers).

The site's one-in one-out policy will ensure that vehicles will not idle nearby or on nearby roads. Vehicles will make contact with site to ensure they arrive promptly and to ensure that there is no waiting.

20. Site entry/exit: *"Clients shall ensure that access to and egress from the site is appropriately managed, clearly marked, understood and clear of obstacles."* (P18, 3.4.3)

This section is only relevant to where vehicles will be entering the site. Where vehicles are to load from the highway, please leave this section blank and refer to Q21. Where loading is to take place from a dedicated pit lane located on the public highway, please use this section to describe how vehicle entry/departure will be managed.

Vehicles entering and leaving the site should be carefully managed, using gates that are marked and free from obstacles. Traffic marshals must ensure the safe passage of all traffic on the public highway, in particular pedestrians and cyclists, when vehicles are entering and leaving the site, particularly if reversing.

Traffic marshals, or site staff acting as traffic marshals, should hold the relevant qualifications required for directing large vehicles when reversing. Marshals should be equipped with 'STOP – WORKS' signs (not STOP/GO signs) if control of traffic on the public highway is required. Marshals should have radio contact with one another where necessary.

a. Please detail the proposed site entry and exit points on a map or diagram. If this is attached, use the following space to reference its location in the appendices.

Site access can be seen below. The proposed loading area can be seen highlighted in red. All delivery vehicles will access Narcissus Road via Mill Road. Pedestrians/workers will enter the site directly from Narcissus Road.



b. Please describe how the entry and exit arrangements for construction vehicles in and out of the site will be managed, including the number and location of traffic marshals where applicable. If this is shown in an attached drawing, use the following space to reference its location in the appendices.

Entry and exit arrangements for construction vehicles will be on site by a qualified Traffic Marshal.

It is likely that only one traffic marshal will be required who will be located at Narcissus Road and will arrange all deliveries to ensure they can enter the loading bay safely and oversee nearby pedestrian and cyclist safety.

c. Please provide tracking/swept path drawings for vehicles entering/exiting the site if necessary. If these are attached, use the following space to reference their location in the appendices.

See Question 19 part C.

d. Provision of wheel washing facilities should be considered if necessary. If so, please provide details of how this will be managed and any run-off controlled. Please note that wheel washing should only be used where strictly necessary and that a clean, stable surface for loading should be used where possible.

Wheel washing facilities are not considered necessary as delivery vehicles will not be entering or exiting the site beyond potentially a small hardstanding area of the scheme during the initial stages. This will ensure no tracking of mud.

21. Vehicle loading and unloading: *“Clients shall ensure that vehicles are loaded and unloaded on-site as far as is practicable.” (P19, 3.4.4)*

This section is only relevant if loading/unloading is due to take on the public highway and it has been agreed with Camden that a dedicated pit lane is not viable/necessary. If loading is taking place on-site, or in a dedicated pit lane, please skip this section.

a. Please provide the location where vehicles will stop to unload. If this is attached, use the following space to reference its location in the appendices. Please outline in question 24 if any parking bay suspensions will be required.

The proposed loading bay will be at the exterior roadside adjacent to the property. This will require the suspension of up to three of the demarcated bays – pending council approval. All appropriate licenses will be sought with and approved by the council to ensure that this loading scenario will take place in accordance with Camden Council. No skips are currently proposed. Vehicles will access the site from Mill Road onto Narcissus Road, laid out in previous points of this pro-forma document.

All other site designations (material storage, welfare, toilets etc.) will be contained inside the site’s area. Other uses and suspensions of the public highway and roadway are outlined in the following section.

b. Where necessary, the Traffic Marshall will ensure the safe passage of pedestrians, cyclists and motor traffic in the street when vehicles are being loaded or unloaded. Please provide

detail of how marshals will assist with this process. Please note that deliveries should pause where possible to allow passage to pedestrians.

This information will not differ from Q20 part b.

Site set up

Full justification must be provided for the proposed use of the public highway to facilitate works. Camden expects all options to minimise the impact on the public highway to have been fully considered before the submission of any proposal to occupy the highway for vehicle pit lanes, materials unloading/crane pick points, site welfare etc.

Please note that Temporary Traffic Restrictions (TTRs) and hoarding/scaffolding licenses may be applied for before CMP submission but won't be granted until the CMP is signed-off.

Please note that there is a four-week period required for the application processing and statutory consultation as part of the TTR process. This is in addition to the CMP review period.

If the site is on or adjacent to the TLRN (red route), please provide details of preliminary discussions with Transport for London (TfL) in the relevant sections below. Please note that TfL is the highways authority for such routes and all permits will be issued by them.

Consultation with TfL will be necessary if the site requires the use of temporary signals on the Strategic Road Network (SRN) or impacts bus movement, then TfL will need to be consulted.

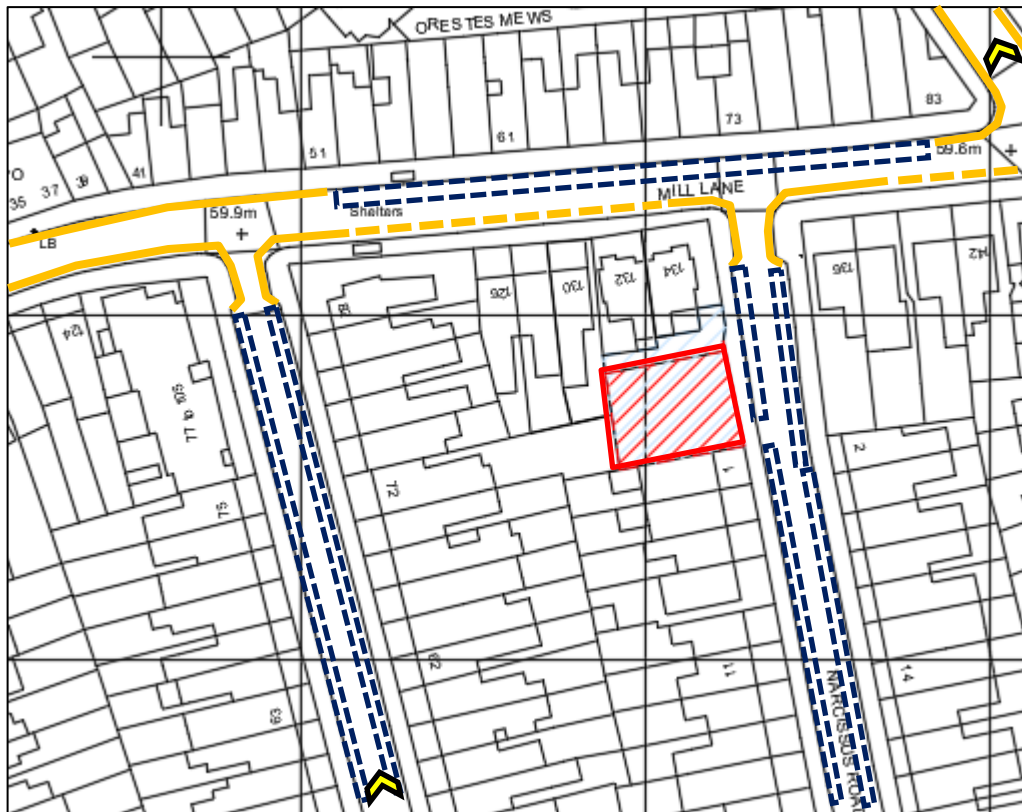
Consultation with TfL will be necessary if the site directly conflicts with a bus lane or bus stop.

22. Site set-up and occupation of the public highway







Please provide detailed drawings of the site up on the public highway. This should be presented as a scaled plan detailing the local highway network layout in the vicinity of the site. This should include details of on-street parking bay locations, cycle lanes, footway extents, relevant street furniture, and all relevant key dimensions. Please note that lighting column removal/relocation may be subject to UKPN lead times and is outside of our control. Any gantries will require a structural assessment and a separate agreement with the structures team.

a. Please provide details of any measures and/or structures that need to be placed on the highway. This includes dedicated pit lanes, temporary vehicle access points/temporary enlargement of existing crossovers, occupied parking bays, hoarding lines, gantries, crane locations, crane oversail, scaffolding, scaffolding oversail, ramps, barriers etc. Please use this space to justify the use of the highway, and to state how the impacts have been minimised.

Please provide drawings separately in the appendices and reference their location below.
Please provide further details of any changes to parking and loading in section 23.



KEY

-  Single Yellow
-  Double Yellow
-  CPZ / Resident Parking
-  Specialised Parking (Cycles, Motorcycles, Car Clubs)
-  Site Perimeter
-  Speed Bumps

b. Please provide details and associated drawings/diagrams showing any temporary traffic management measures needed as part of the above site set-up. Alternatively, this can be shown as part of the above drawings if preferred. Please note that this must conform to the [Safety at Street Works and Road Works Code of Practice](#).

These are not currently proposed for site setup.

23. Parking bay suspensions and temporary traffic orders

Parking bay suspensions should only be requested where necessary and these are allowed for a maximum period of 6 months only. Information regarding parking suspensions can be found [here](#). For periods greater than 6 months, or any other changes to the parking/loading/restrictions on the highway, a [Temporary Traffic Restriction \(TTR\)](#) will be required for which there is a separate cost. Please note that any temporary changes to parking and loading to be delivered using a TTR need to be consulted upon as part of our legal obligations as a highways authority. Camden may require separate consultations to take place specifically around such changes if these have not been adequately reflected in any prior consultation as part of the CMP process.

A space cannot be suspended for convenient parking, a [trade permit](#) is available for trade vehicle parking. Building materials and equipment must not cause obstructions on the highway. Building materials may only be stored on the public highway if permitted by the Street Works team.

Please provide details of any proposed such changes on the public highway which are necessary to facilitate the construction works. Where these changes apply to parking bays, please specify the type of bays that are to be impacted and the anticipated timeframes.

It is unsure at this stage whether a TTR will be required. At Pre-Commencement Stage, appropriate liaisons and applications will be made to Camden Council.

However, it can be confirmed at this stage that up to 3 parking bays may require suspension for the key phases of the proposed development. These bays will be suspended to allow construction works to occur, while simultaneously not blocking the residential road at Narcissus Road.

24. Motor vehicle/cyclist diversions/pedestrian diversions

Pedestrian safety must be maintained if diversions are put in place. Vulnerable footway users must be considered as part of this. These include wheelchair users, the elderly, those with walking difficulties, young children, those with prams, and the blind/partially sighted. Appropriate ramps must be used if cables, hoses, etc. are run across the footway.

Please note that footway closures are not permitted unless there is no alternative. Footway access must be maintained using a gantry or temporary walkway in the carriageway unless this is not possible. Where this is not possible, safe crossing points must be provided to ensure that pedestrian access is maintained. Where formal or controlled crossing points are to be suspended, similar temporary facilities must be provided. Camden reserves the right to require temporarily controlled crossing points in the event of any footway closures.

Please provide details of any diversion, disruption or other anticipated use of the public highway during the construction period. Please show the locations of diversion signs on drawings or diagrams and provide these in the appendices. Please use the following space to outline these changes and to reference the location of any associated drawings in the appendices. Please show diversions and associated signage separately for pedestrians/cyclists/motor traffic.

Pedestrian diversions are not currently proposed.

25. Services

Please indicate if any changes to services are proposed to be carried out that would be linked to the site during the works (i.e. connections to public utilities and/or statutory undertakers' plant). Larger developments may require new utility services. If so, a strategy and programme for coordinating the connection of services will be required. If new utility services are required, please confirm which utility companies have been contacted (e.g. Thames Water, National Grid, EDF Energy, BT etc.) You must explore options for utility companies to share the same excavations and traffic management proposals. Please supply details of your discussions.

This will be developed in more detail following Planning approval. However, it is not expected that there will be any difficulties or major works required in making the requisite utility connections.

No services will need to be moved or diverted and the scheme is of the size where it is not anticipated that any sub-station or associated UKPN works would be required.

Environment

To answer these sections please refer to the relevant sections of **Camden's Minimum Requirements for Building Construction (CMRBC)**.

28. Please list all noisy operations and the construction methods used, and provide details of the times that each of these is due to be carried out.

- Vehicular movement in and around site INC Excavators (throughout scope of development)
- Steel connections (superstructure – minimal)
- Grinding and cutting (throughout development)
- Drilling/Piling (throughout development – primarily during superstructure)

29. Please provide a copy and confirm when the most recent pre-construction noise survey was carried out. If a noise survey has not taken place, and it has been requested by the local authority, please indicate the date (before any works are being carried out) that the noise survey will be taking place, and agree to provide a copy.

A noise survey has not been completed as part of the Planning Application nor was requested by the Local Authority during the Pre-Application stage. The proposed development is a minor scheme and thus noisy works will be very minimal.

30. Please provide predictions for noise levels throughout the proposed works.

As above.

31. Please provide details describing mitigation measures to be incorporated during the construction/[demolition](#) works to prevent noise and vibration disturbances from the activities on the site, including the actions to be taken in cases where these exceed the predicted levels.

Due to limited demolition (hardstanding area and brick wall only) and minimal earthworks disturbances are not expected from the following:

- Piling
- Heavy excavators (vehicle movements)
- Larger dumpers (vehicle movements)

Regardless, typical measures to reduce noise and vibration on site will be adhered to as general best practice, and these will include:

- Well maintained hoarding around site
- Acoustic screening around particularly noisy activities
- Programme and phase operations to be considerate of the occupants in adjoining properties.
- Undertaking noise and vibration risk assessments and on-site measuring to determine the level and reverberation of noise generated by any plant or machinery (TBC) on site, which will enable site management to determine necessary controlling measures.
- Ensure that any plant and equipment employed on the site is new, as they will comply with the latest acoustic treatment requirements.
- Ensure that any plant, when not being operated is switched off.
- Ensure that any plant and equipment has been well maintained as this will result in reduced noise levels and dust particles emitted into the atmosphere.
- Static items of plant; e.g., compressors will be provided with screens to provide additional noise and dust dampening, as recommended in BS: 5228.
- The use of specialist insulated electric compressors and non-industrial power tools to reduce noise.

32. Please provide evidence that staff have been trained on BS 5228:2009

At this stage the Principal Contractor has not been appointed. However, the development team are aware of the British Standards and a copy of the BS manual has been provided. If required during the construction phase, the appointed Acoustic Consultant will provide further guidance and training as necessary.

33. Please provide specific details on how air pollution and dust nuisance arising from dusty activities on site will be prevented. This should be relevant and proportionate to activities due to take place, with a focus on both preventative and reactive mitigation measures.

Typical measures to reduce dust on site will include:

- All vehicles servicing the site will be Euro VI HGV, Euro 4 petrol LDV and Euro 6 diesel LDV as a minimum. 60
- Fencing, barriers and scaffolding will be regularly cleaned using wet methods.
- Easily cleaned hard standing for delivery vehicles will be cleaned regularly using wet sweeping methods.
- Inspections of haul routes for integrity will be carried out and any necessary repairs will be instigated as soon as reasonably practicable.
- Routine cleaning of the Public Highways and accesses using wet sweeping methods especially during dry periods will be carried out.
- All vehicles carrying loose or potentially dusty material from the site, will be fully sheeted.
- Store materials with the potential to produce dust away from site boundaries.
- Any loose materials brought onto the site will be protected by appropriate coverings.
- The site will be dampened down during the working day and again at the end of the day to reduce the amount that is re-suspended dust.
- Ensure that all plant, when not being operated are switched off.
- Ensure that all plant and equipment has been well maintained as this will result in reduced noise levels and dust particles emitted into the atmosphere.
- Static items of plant; e.g., compressors will be provided with screens to provide additional noise and dust dampening, as recommended in BS: 5228.
- The use of specialist insulated electric compressors and non-industrial power tools to reduce noise and dust.

34. Please provide details describing how any significant amounts of dirt or dust that may be spread onto the public highway will be prevented and/or cleaned.

The following measures will be implemented to specifically prevent dirt or dust being spread onto the public highway:

- Easily cleaned hard standing for delivery vehicles will be cleaned regularly using wet sweeping methods.
- Routine cleaning of the Public Highways and accesses using wet sweeping methods especially during dry periods will be carried out.
- All vehicles accessing / exiting the works will be either be enclosed or sheeted to ensure dust is not emitted into the local environment.
- All vehicles carrying loose or potentially dusty material from the site, will be fully sheeted.

35. For medium or high-impact risk level sites, please provide details describing arrangements for monitoring of noise, vibration and dust levels, including instrumentation, locations of monitors and trigger levels where appropriate.

A monitoring system will be in place prior to start of works on site. The details (locations, models/makes, threshold and trigger levels), and arrangement, of all noise, vibration, and dust monitoring, will be agreed with Camden as part of the clearing of the pre-commencement planning conditions related to the development.

36. Please confirm that an Air Quality Assessment and/or Dust Risk Assessment has been undertaken at the planning application stage in line with the GLA policy [The Control of Dust and Emissions During Demolition and Construction 2014 \(SPG\)](#) (document access at bottom of the webpage), and that the summary dust impact risk level (without mitigation) has been identified. The risk assessment must take into account proximity to all human receptors and sensitive receptors (e.g. schools, care homes etc.), as detailed in the [SPG](#). **Please attach the risk assessment and mitigation checklist as an appendix.**

An AQA has not been undertaken and has not been requested by Camden Council. A Dust Risk Assessment can be seen below following the SPG (2014) as referenced above.

The assessment of construction activities has focused on demolition, earthworks, construction and track out activities at the site. Using the criteria provided in the SPG the dust emission magnitude for each activity is as follows:

- Demolition = Small
- Earthworks = Small
- Construction = Medium
- Track out = Small

	Sensitivity of the Surrounding Area			
	Demolition	Earthworks	Construction	Trackout
Dust Soiling	HIGH	HIGH	HIGH	HIGH
Human Health	LOW	LOW	LOW	LOW
	Risk			
	Demolition	Earthworks	Construction	Trackout
Dust Soiling	MEDIUM	LOW	MEDIUM	LOW
Human Health	NEGLIGIBLE	NEGLIGIBLE	LOW	NEGLIGIBLE

37. Please confirm that all of the GLA's 'highly recommended' measures from the SPG document relative to the level of dust impact risk identified in question 36 have been addressed by completing the GLA mitigation measures checklist. (See Appendix 7 of the SPG document.)

It can be confirmed that all of the GLA's highly recommended measures (relative to a **medium risk** dust assessment) will be followed.

38. Please confirm the number of real-time dust monitors to be used on-site.

Note: **real-time dust (PM₁₀) monitoring with MCERTS 'Indicative' monitoring equipment will be required for all sites with a high OR medium dust impact risk level.** If the site is a 'high impact' site, 4 real-time dust monitors will be required. If the site is a 'medium impact' site, 2 real-time dust monitors will be required.

The dust monitoring must be by the SPG and IAQM guidance, and **the proposed dust monitoring regime (including several monitors, locations, equipment specifications, and trigger levels) must be submitted to the Council for approval.** Dust monitoring is required for the entire duration of the development and must be in place and operational **at least three months before the commencement of works on-site.** Monthly dust monitoring reports must be provided to the Council detailing activities during each monthly period, dust mitigation measures in place, monitoring data coverage, graphs of measured dust (PM₁₀) concentrations, any exceedances of the trigger levels, and an explanation of the causes of any exceedances in addition to additional mitigation measures implemented to rectify these.

By Camden's Clean Air Action Plan, the monthly dust monitoring reports must also be made readily available and accessible online to members of the public soon after publication. Information on how to access the monthly dust monitoring reports should be advertised to the local community (e.g. presented on the site boundaries in full public view).

Inadequate dust monitoring or reporting, or failure to limit trigger level exceedances, will be indicative of poor air quality and dust management and will lead to enforcement action.

The site has been designated as medium risk; therefore 2 real time dust monitors will be required.

A full dust monitoring regime will be submitted following Planning approval which will include for the monitor type, location, trigger level, and equipment specification. All provision will be in-line with Camden requirements.

39. Please provide details about how rodents, including rats, will be prevented from spreading out from the site. You are required to provide information about site inspections carried out and present copies of receipts (if work is undertaken).

A pest control company will be engaged for the duration of the site works to assess the requirement of any pest control works.

In addition, to ensure effective management of rodents, site staff will also be trained in the recognition of potential pest problems.

A cleaning schedule will be implemented to ensure all areas are clean and free of food sources. A site waste management strategy will be developed to include the following:

- Not storing waste indoors, store it away from the building, in bins with lids.
- Make sure that the bin area is kept clear of rubbish and cleaned regularly.
- Have the rubbish and recycling collected often enough so that the bins do not overflow.

Staff will be encouraged to report not only any signs of infestation but also any situation that may lead to infestation. Staff will need to be trained in how to spot signs of pest damage and infestation.

Adequate facilities to store food and non-food products (such as crockery equipment and packaging) off the floor, and away from the walls will be provided. Where food packaging is opened, the contents will be stored in clean, lidded containers. This will ensure that the food does not attract pests and is protected from contamination.

The Main Contractor will also make sure that there are no gaps under doors or through the structure - especially where pipes and services enter the building and ensure that site offices are kept clean underneath to avoid infestation, this will be communicated to all contractors via the site induction.

40. Please confirm when an asbestos survey was carried out at the site and include the key findings.

Not required due to the current site being a vacant lot.

41. Complaints often arise from the conduct of builders in an area. Please confirm steps being taken to minimise this e.g. provision of a suitable smoking area, tackling bad language and unnecessary shouting.

The behaviour and conduct of contractors is of the highest importance. All site staff and visitors will be inducted. The induction will ensure all are clear on the conduct expected and made aware of the facilities on site.

The site will be set up to ensure adequate welfare facilities (including canteen and drying facilities) will be available. In addition smoking areas will be established with the boundary to minimise the need for staff to leave the site.

The Main Contractor will ensure the following upon their appointment:

- Register the project with Considerate Constructors Scheme prior to work starting.
- Produce clear and concise site rules explaining behavioural expectations.
- Ensure workforce maintain a respectable standard of dress.
- Ensure workforce treat the public with respect.
- Encourage operatives not to leave site in dirty work clothing.

The Considerate Constructors Scheme's mission is as follows:

- Enhancing the Appearance. Constructors should ensure sites appear professional and well managed.
- Respecting the Community. Constructors should give consideration to their impact on neighbours and the public.
- Protecting the Environment. Constructors should protect and enhance the environment.
- Securing everyone's Safety. Constructors should attain the highest levels of safety performance.
- Caring for the Workforce. Constructors should provide a supportive and caring working environment.

42. If you will be using non-road mobile machinery (NRMM) on-site with net power between 37kW and 560kW it will be required to meet the standards set out below. The standards apply to both variable and constant speed engines and apply for both PM and NOx emissions. See the Mayor of London webpage 'Non-Road Mobile Machinery (NRMM)' for more information, a map of the Central Activity Zone, and links to the NRMM Register and the NRMM Practical guide (V4):

<https://www.london.gov.uk/what-we-do/environment/pollution-and-air-quality/nrmm>

Direct link to NRMM Practical Guide (V4):

https://www.london.gov.uk/sites/default/files/nrmm_practical_guide_v4_sept20.pdf

From 1st September 2015

(i) Major Development Sites – NRMM used on the site of any major development will be required to meet Stage IIIA of EU Directive 97/68/EC

(ii) Any development site within the Central Activity Zone - NRMM used on any site within the Central Activity Zone will be required to meet Stage IIIB of EU Directive 97/68/EC

From 1st September 2020

(iii) Any development site - NRMM used on any site within Greater London will be required to meet Stage IIIB of EU Directive 97/68/EC

(iv) Any development site within the Central Activity Zone - NRMM used on any site within the Central Activity Zone will be required to meet Stage IV of EU Directive 97/68/EC

Please provide evidence demonstrating the above requirements will be met by answering the following questions:

- a) Construction time period (mm/yy - mm/yy): **Summer 2023 – Autumn 2024**
- b) Is the development within the CAZ? (Y/N): **Yes**
- c) Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y/N): **Yes**
- d) Please confirm that all relevant machinery will be registered on the NRMM Register, including the site name under which it has been registered: **NRMM Register TBC. The site will be registered with NRMM including site name.**
- e) Please confirm that an inventory of all NRMM will be kept on site and that all machinery will be regularly serviced and service logs kept on site for inspection: **The site will keep an inventory of all NRMM on site. Including inspections and servicing logs.**
- f) Please confirm that records will be kept on site which details proof of emission limits, including legible photographs of individual engine plates for all equipment, and that this documentation will be made available to local authority officers as required: **Records will be kept on site and will be in line with the standards above.**

43. Vehicle engine idling (leaving engines running whilst parked or not in traffic) produces avoidable air pollution and can damage the health of drivers and local communities. Camden Council and the City of London Corporation lead the London **Idling Action Project** to educate drivers about the health impacts of air pollution and the importance of switching off engines as a simple action to help protect the health of all Londoners.

Idling Action calls for businesses and fleet operators to take the **Engines Off pledge** to reduce emissions and improve air quality by asking fleet drivers, employees and subcontractors to avoid idling their engines wherever possible. Free driver training materials are available from the website: <https://idlingaction.london/business/>

Please provide details about how you will reduce avoidable air pollution from engine idling, including whether your organisation has committed to the Engines Off pledge and the number of staff or subcontractors who have been provided with free training materials.

The contractor will be advised to follow the Engines Off Pledge. When booking in deliveries this will be relayed to suppliers and sub-contractors.

Mental Health Training

44. Poor mental health is inextricably linked to physical health, which in turn impacts performance and quality, and ultimately affects productivity, creativity and morale. Workers in the construction industry are six times more likely to take their own life than be killed in a fall from a height.

We strongly recommend signing up for the “[Building Mental Health](#)” charter, an industry-wide framework and charter to tackle poor mental health in the construction industry, or joining [Mates In Mind](#), which provides the skills, clarity and confidence to construction industry employers on how to raise awareness, improve understanding and address the stigma that surrounds mental health.

The Council can support by providing free Mental Health First Aid training, publicity resources and signposting to local support services.

Please state whether you are or will be signed up to the Building Mental Health charter (or similar scheme) and that an appropriate number of trained Mental Health First Aiders will be available on site.

The main contractor will seek to sign up to the Building Mental Health charter.

• THE SYMBOL IS FOR INTERNAL USE

Agreement

The agreed contents of this Construction Management Plan must be complied with unless otherwise agreed in writing by the Council. This may require the CMP to be revised by the Developer and reapproved by the Council. The project manager shall work with the Council to review this Construction Management Plan if problems arise with the construction of the development. Any future revised plan must be approved by the Council in writing and complied with thereafter.

It should be noted that any agreed Construction Management Plan does not prejudice further agreements that may be required such as road closures or hoarding licences.



Signed:

Date:21st March 2023

Print Name:Ryan Thrower

Position:Environmental Consultant

Please submit to: planningobligations@camden.gov.uk

End of form.

V2.9