

# Construction Management Plan

pro forma v2.2

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# Revisions & additional material

Please list all iterations here:

<b>Date</b>	<b>Version</b>	<b>Produced by</b>
28/07/2017	A	Soup Architects
05/09/2017	B	Soup Architects – Working hours for construction vehicle movements amended within Section 21.a

## Additional sheets

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

<b>Date</b>	<b>Version</b>	<b>Produced by</b>

# Introduction

The purpose of the **Construction Management Plan (CMP)** is to help developers to minimise construction impacts, and relates to both on site activity and the transport arrangements for vehicles servicing the site.

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 the way in which 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 kind 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 [Transport for London's](#) (TfL's Standard for [Construction Logistics and Community Safety \(CLOCS\)](#) scheme) and [Camden's Minimum Requirements for Building Construction \(CMRBC\)](#).

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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 in relation to the construction of the development. 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 for 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 clearly referenced/linked to from the CMP.**

Please notify that council when you intend to start work on site. Please also notify the council when works are approximately **3 months from completion**.

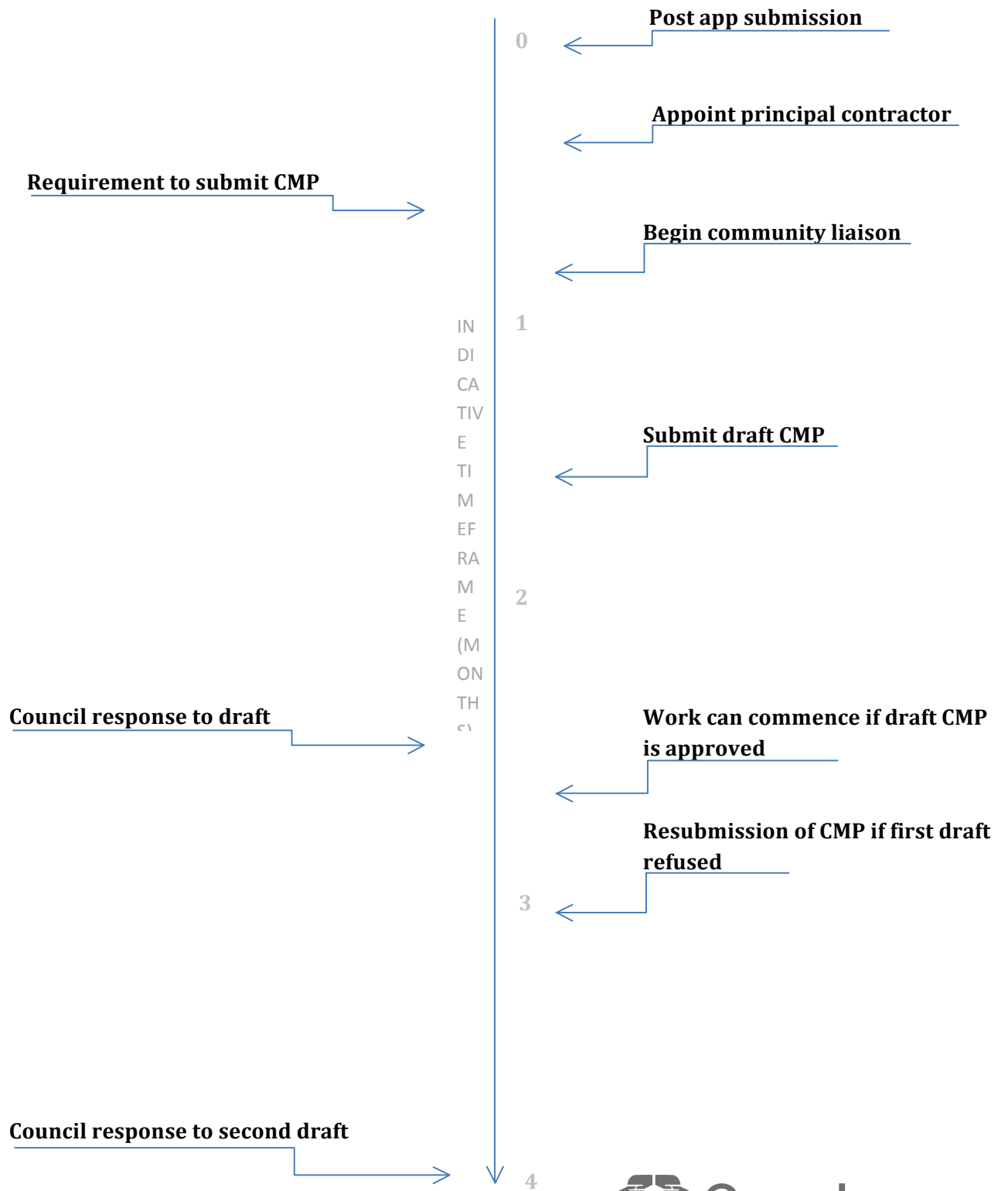
(Note the term 'vehicles' used in this document refers to all vehicles associated with the implementation of the development, e.g. demolition, site clearance, delivery of plant & materials, construction, etc.)

Revisions to this document may take place periodically.

# 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: The Wallace House, Fitzroy Park, N6 6HT

Planning reference number to which the CMP applies: Not yet obtained

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

Name: Jamie Le Gallez [SOUP Architects Ltd]

Address: 198 Blackstock Road, London, N5 1EN

Email: [Studio@Souparchitects.com](mailto:Studio@Souparchitects.com) + [Jamie@Souparchitects.com](mailto:Jamie@Souparchitects.com)

Phone: 020 7354 1729

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

Name: Details to be provided by the contractor once appointed and prior to commencement.

Address:

Email:

Phone:

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

Name: Details to be provided by the contractor once appointed and prior to commencement.

Address:

Email:

Phone:

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: Details to be provided by the contractor once appointed and prior to commencement.

Address:

Email:

Phone:



# 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.

The site is located off Fitzroy Park, which is a private road accessible from Merton Lane and is located to the north of Hampstead Heath and to the South of Fitzroy Park Allotments. The location of the site in relation to the surrounding area is shown in **Figure 1**, attached to this pro-forma.

Fitzroy Park is a private road, which is managed and maintained on behalf of residents by the Fitzroy Park Residents Association. Fitzroy Park is also located within the Highgate Conservation Area and forms part of designated Fitzroy Open Space area.

The new proposals are based on the planning permission granted for an additional upper floor above the garage, additional living space to the north of the pool house and basement extension below the existing garage space on 2nd June 2009 [App ref: 2008/2004/P and 2009/4345/P].

The key changes are:

Omit the conversion of the Garage basement space into additional living space. The new basement space now contains Utility, WC and Plantroom. Retained Ground floor Garage space maintains the M+E plant area for the house.

Reduce the scale of the proposed extension to the lower level pool house.

Upgrades to the existing building include converting the existing lower level flat roof areas to green sedum roofs within the new proposals.

Supporting Documentation:

To safeguard existing trees within the site and on adjoining properties a detailed arboricultural report has been carried out by Crown Consultants and is submitted in support of our application dated 25th November 2015.

A Structural Engineer Assessment and Basement Impact Assessment by Elliott Wood has also been carried out on the design of the proposed pool house extension in relation to mitigating any foundation design issues relating to the neighbouring sycamore tree close to the north boundary of the site and any possible impacts of the extended basement section below the existing garage.

These reports are submitted in support of our proposals.

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, close proximity to residential dwellings etc).

The works on site will comprise the following;

1. Removal of the existing structures and the use of any resulting hardcore to provide a piling mat;
  2. Installation of bored piles;
  3. Construction of lower ground floor and basement with reinforced concrete walls and floors and underground drainage;
  4. Construction of external load-bearing walls;
  5. Erection of steel supporting structure;
  6. Construction of timber upper floors and roof;
  7. Flat roof coverings;
  8. External cladding and glazing would be a non critical element and could commence when the load-bearing walls are complete. Windows would need to be in place prior to the commencement of plastering;
  9. Work to the existing retained building are non-critical and should be completed in advance of the new construction.
  10. Fitting out would commence with the erection of internal partitions and first fix services once the roof coverings (7) are complete.
  11. Any re-profiling work to the landscaping would take place during phases 1-3.
- Proposed Extension to the Wallace House, Fitzroy Park  
Construction Management Plan page 3
12. Hard and soft landscaping (with the exception of seasonal

8. 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.).

The nearest possible receptors affected by the works will be the dwellings along the lower entrance section of Fitzroy Park and the immediate dwellings surrounding The Wallace House, these include The Dormers, Farm end cottage, The Lodge, Little House and Fitzroy Farm. The adjacent North London Bowling Club will also be affected by the works.

9. Please provide 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 and proposed site access locations.

Figure 03, attached, shows the layout of the highway in the vicinity of the site. As Fitzroy Park is a private road, parking is provided on the carriageway on an informal basis and private parking restrictions in force. There are no cycle lanes on Fitzroy Park and no footway is provided adjacent to the carriageway.

A full topographical survey has been undertaken and is shown in Figure 03.

Attached Figure 05 also illustrates the Pedestrian and road user safety plan.

10. Please provide the proposed start and end dates for each phase of construction as well as an overall programme timescale. (A Gantt chart with key tasks, durations and milestones would be ideal).

As a revised planning approval has yet to be granted for the site, the programme of works set out below provides an indication of the duration of each phase of the works. The programme will be updated with the dates envisaged for each phase of the works once planning permission has been granted and the date for works to start on site has been determined.

**Phase Estimated Programme (Weeks)**

Site Setup = 2

Demolition = 2

Excavation / Piling / Retaining Walls = 9

Structural Works = 16

Non-structural Works/Internal Fit Out = 20

Site Clear Up / Landscaping = 2

Total duration onsite = 51weeks

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

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

The provisional working hours for the site will be 08:00 to 18:00 Monday to Friday and 08:00 13:00 on Saturdays. No work will be permitted on Sundays or public holidays.

Deliveries to the site by HGVs will be limited to between 10am-12noon and 2pm-4pm daily so as to avoid peak periods in pedestrian activity.

12. 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 the utility companies to share the same excavations and traffic management proposals. Please supply details of your discussions.

There are not expected to be any changes to services as a result of the development proposals. This will be confirmed by the contractor once appointed and prior to the commencement of works on site. If works are required, the scope of works will be discussed and agreed with the residents of Fitzroy Park at an early stage.

## Community Liaison

**A neighbourhood consultation process must have been undertaken prior to submission of the CMP 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 subsequent amended drafts. Contact details which include a 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 wellbeing of local 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 on 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 in order to manage these impacts.

**The Council can advise on this if necessary.**

## 13. Consultation

The Council expects meaningful consultation. For large sites, this may mean two or more meetings with local residents **prior to submission of the first draft CMP**.

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 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 draft CMP with local residents, businesses, local groups (e.g. residents/tenants and business associations) and Ward Councillors.

As this is a draft CMP to accompany the planning application, it is anticipated that the final CMP will be secured as part of the S106 agreement and that consultation on the final report will be undertaken once planning permission has been approved.

As Fitzroy Park is a private road, consultation on the draft CMP will be undertaken with the Fitzroy Park Residents Association and the members of the North London Bowling Club. Draft documents have been issued on the 19<sup>th</sup> July 2017 and 31<sup>st</sup> July 2017. The points raised by the residents association, North London Bowling Club and our responses will be appended to this draft CMP.

## 14. Construction Working Group

Please provide details of community liaison proposals including any Construction Working Group that will be set up, addressing the concerns of the community affected by the works, the way in which the contact details of the person responsible for community liaison 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 proposed that a Construction Working Group will be formed by the Construction Project Manager to ensure that residents are aware of how the construction works are progressing and provide them with the opportunity to raise any issues that may arise as they occur. A direct dial number of the Construction Project Manager will also be provided on the site hoarding so that any issues can be reported.

Representatives of the Fitzroy Park Residents Association will be invited to join the Construction Working Group as well as the members of the bowling club, the residents of Highfield Grove and Council Officers. This will give the residents of neighbouring properties and properties that border the construction vehicle route on Fitzroy Park to voice any issues they have.

The Construction Project Manager will keep in regular contact with local residents, affected parties and the Council by sending a fortnightly update by email, and post if necessary. It is also proposed that fortnightly meetings will be held with local residents if all parties agree that they are required.

Further details will be provided by the Contractor, once appointed.

## 15. Schemes

Please provide details of your 'Considerate Constructors Scheme' registration, and details of any other similar relevant schemes as appropriate. Contractors will also be required to follow the "[Guide for Contractors Working in Camden](#)" also referred to as "[Camden's Considerate Contractors Manual](#)".

Details to be provided by the contractor prior to the commencement of works.

## 16. 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.

We are aware of consented developments at The Lodge, The Elms and numbers 6 and 53 Fitzroy Park. The Construction Project Manager will liaise with the Project Managers of the consented developments to ensure that deliveries are coordinated where possible. Further details will be provided by the contractor prior to the commencement of works.

# 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 the way in which you intend to manage traffic servicing your site, including your road safety obligations with regard to 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 site are compliant with the terms laid out in the CLOCS Standard.

Checks of the proposed measures will be carried out by the council to ensure compliance. Please refer to the CLOCS Standard when completing this section. Guidance material which details CLOCS requirements can be accessed [here](#), details of the monitoring process are available [here](#).

Please contact [CLOCS@camden.gov.uk](mailto:CLOCS@camden.gov.uk) for further advice or guidance on any aspect of this section.

**Please refer to the CLOCS Overview and Monitoring Overview documents referenced above which give a breakdown of requirements.**

## CLOCS Contractual Considerations

### 17. Name of Principal contractor:

Details to be provided by the contractor prior to the commencement of works.

The details provided within this document are indicative and further details will be provided following the appointment of a contractor and prior to commencement.

### 18. Please submit the proposed method for checking operational, vehicle and driver compliance with the CLOCS Standard throughout the duration of the contract (please refer to our [CLOCS Overview document](#) and [Q18 example response](#)).

Details to be provided by the contractor prior to the commencement of works.

### 19. 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. Please sign-up to join the [CLOCS Community](#) to receive up to date information on the standard by expressing an interest online.

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

Details to be provided by the contractor prior to the commencement of works.

Please contact [CLOCS@camden.gov.uk](mailto: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.

**20. 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 any 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, public buildings, museums etc. Where appropriate, on routes that use high risk junctions (i.e. those that attract high volumes of cycling traffic) installing Trixi mirrors to aid driver visibility should be considered.

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 indicate routes on a drawing or diagram showing the public highway network in the vicinity of the site including details of how vehicles will be routed to the [Transport for London Road Network](#) (TLRN) on approach and departure from the site.

All construction and delivery vehicles will approach the site from the southern end of Fitzroy Park, via Merton Lane. The vehicles will then turn into Bowling Green Lane before entering the site via the existing driveway. The following list provides detail of the type of vehicles that will need to gain access to the site during the construction process.

- Concrete Delivery Vehicle 6 Wheel, 24 Tonne, G.V.W
- Building Panel Deliveries 4 Wheel, 17 Tonne, G.V.W
- Ballast and Loose Materials 4 Wheel, 17 Tonne, G.V.W, Tipper
- General Building Materials 4 Wheel, 17 Tonne, G.V.W, HIAB Flat Bed or 7.5 Tonne Rigid Vehicle
- Sundry Materials 4 Wheel, 3 Tonne, G.V.W, Van / Flat Bed
- Kitten Rig Delivery Vehicle, 7.5 Tonne Flat Bed
- Spider Crane Delivery Vehicle, Road-side Recovery Vehicle
- JCB Type Excavator.

A vehicle routing plan is shown in **Figure 2**, appended to this CMP.

The vehicle routing plan will be reviewed and confirmed following the appointment of a contractor and following discussions with officers at Camden Borough Council. Any changes to the vehicle routing will be discussed and agreed in advance with the Fitzroy Park Residents Association and Officers at Camden Borough Council. All deliveries will be booked in with the Construction Project manager a minimum of 24 hours in advance and drivers will be required to call a minimum of 20 minutes prior to arriving at the site to arrange to be met by a banksman at the top of Merton Lane. Banksman will supervise all vehicle movements along Fitzroy Park.

Emergency access to Fitzroy Park, Fitzroy Farm and The North London Bowling Club will be maintained at all times. At any point, if emergency access is required, construction vehicles will be required to move immediately. In addition, notices will be installed at each end of Fitzroy Park 24 hours in advance of major road use with expected start and end times.

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

All contractors, delivery companies and visitors will be advised of and required to adhere to the specified route and all other measures detailed in this plan prior to journeys being undertaken. All contractors will also be made aware of the banksman strategy and that they are required to call the Construction Project Manager a minimum of 20 minutes prior to arriving at the site to check that Fitzroy Park and access driveway are clear of construction vehicles and to arrange to be met by a banksman at the top of Merton Lane. If Fitzroy Park or the access driveway are not clear, vehicles will not be permitted to proceed to the site and will be given an alternative delivery time. Vehicles will not be permitted to wait or circulate on any roads within the borough.

All contractors and visitors to the site will be advised to travel to the site by public transport or on foot or by cycle. The Construction Project Manager will provide all site personnel with details of local public transport services.

**21. 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 are generally acceptable between 9.30am to 4.30pm on weekdays and between 8.00am and 1.00pm 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 between 9.30am and 3pm on weekdays during term time. (Refer to the [Guide for Contractors Working in Camden](#)).

A delivery plan should ensure that deliveries arrive at the correct part of site at the correct time. Instructions explaining such a plan should be sent to all suppliers and contractors. Consideration should be given to the location of any necessary holding areas for large sites with high volumes of traffic. Vehicles must not wait 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.

a. Please provide details of the typical sizes of all vehicles and the approximate frequency and times of day when they will need access to the site, for each phase of construction. You should estimate the average daily number of vehicles during each major phase of the work, including their dwell time at the site. High numbers of vehicles per day and/or long dwell times may require vehicle holding procedures.

Construction vehicle movements will not be permitted at weekends or during public holidays and will be scheduled to take place between the hours of 10:00 and 15:30.

The following table provides a breakdown of the number of heavy goods vehicle movements, and the type of vehicle, that will occur during each phase of the construction process. The vehicles proposed have been selected by considering the type of goods/materials to be transported, the number of vehicle movements arising and the constraints of the local road network. One delivery comprises two movements, one to and one away from the site.

CONSTRUCTION MANAGEMENT PLAN			299 WALLACE HOUSE		
PROGRAMME / ACCESS					
CONSTRUCTION PHASE	DURATION (Weeks)	TOTAL VEHICLE MOVEMENTS	WEEKLY VEHICLE MOVEMENTS		COMMENTS
			Maximum	Average	
Excavation	6	72	20	12	
Concrete Delivery	4	24	10	6	
Building Frame	4	8	2	2	
Cladding	8	8	4	2	
Roof	4	8	2	2	
Ground Works	3	12	4	4	
<b>Total</b>	<b>29</b>	<b>132</b>	<b>42</b>	<b>28</b>	

This table will be updated to provide more specific detail of anticipated delivery times once the date for works to start on site has been determined. The vehicle movement programme shows an average and a maximum number of weekly vehicle movements. It can be seen that there would be up to 4 movements per day during the 6 week excavation phase and considerably fewer movements during subsequent phases. There is a degree of flexibility when scheduling vehicle movements so that if works coincide with other construction activity on Fitzroy Park, the cumulative effect of construction traffic associated with The Wallace House and other sites can be minimised. Given the scale of the development proposals at The Wallace House, any increase in HGV movements as a result of cumulative development is likely to be negligible.

The table does not include smaller vehicles that may need to access the site, such as plasters/electricians/plumbers Transit type vans. These vehicles would typically need to access the site towards the end of the project, when there will be fewer heavy goods vehicle movements.

It is estimated that at times, there could be 6 light vans needed to transport tools and materials to and from the site. It is proposed that these vehicles would park on the driveway of the house. In the event that a larger vehicle needs to deliver at this time, it may be necessary for some of these light vehicles to be removed from the site to provide sufficient unloading space. In this scenario, drivers will be instructed not to park on Fitzroy Park.

Swept path analysis has been undertaken using the computer programme AutoTrack to demonstrate that a tipper lorry, 8.7 metre rigid vehicle and a concrete delivery vehicle can manoeuvre to and from the site in a satisfactory manner. When approaching the site, it is proposed that vehicles of this size would turn into Bowling Green Lane in forward gear and use the entrance to the North London Bowling Club car park as a turning head before reversing into the site. Alternatively, vehicles would reverse from Fitzroy Park down Bowling Green Lane to the site. Swept paths have also been undertaken to demonstrate that the largest of these vehicles, (the 8.7 metre rigid vehicle and the concrete delivery vehicle) can negotiate the turn from Merton Lane to Fitzroy Park in a satisfactory manner.

The swept path analysis work is attached as figures 10 to 16.

b. Please provide details of other developments in the local area or on the route.

We are aware of consented developments The Lodge, The Elms and numbers 6 and 53 Fitzroy Park. The Construction Project Manager will liaise with the Project Managers of the consented developments to ensure that deliveries are coordinated where possible. The contractor will continue to monitor the progress of planning applications in the area and will ensure that deliveries are coordinated with any consented schemes if appropriate.

c. Please outline the system that is to be used to ensure that the correct vehicle attends the correct part of site at the correct time.

All deliveries will be booked in with the Construction Project manager a minimum of 24 hours in advance and will be provided with details of the routing plan and the banksman strategy at this point. Drivers will be required to call a minimum of 20 minutes prior arriving at the site to check that the loading area adjacent to the frontage of the site is available and that no other construction vehicles are present on Fitzroy Park. If the vehicle loading area and Fitzroy Park are clear, drivers will be permitted to proceed to the site and will arrange to be met by a banksman at the top of Merton Lane. Deliveries will only be permitted between 10am and 4pm Monday to Friday so as to avoid the typical peak period of vehicle movements along Fitzroy Park. No deliveries will be permitted outside of these hours.

A minimum of 4 banksmen will be based on site and along the route from Merton Lane at all times. A banksman will be required to walk in front of, and monitor all vehicles along Fitzroy Park to ensure they only travel at walking speed (4mph). When vehicles approach the site, the banksman stationed at the junction of Fitzroy Park with Millfield Lane and Merton Lane will carry out this task. When leaving the site, the vehicle will be accompanied by the banksman usually stationed at the site entrance.

d. Please identify the locations of any off-site holding areas (an appropriate location outside the borough may need to be identified, particularly if a large number of delivery vehicles are expected) and any measures that will be taken to ensure the prompt admission of vehicles to site in light of time required for any vehicle/driver compliance checks. Please refer to question 24 if any parking bay suspensions will be required for the holding area.

Details to be provided by the contractor prior to commencement.

e. Please provide details of any other measures designed to reduce the impact of associated traffic (such as the use of [construction material consolidation centres](#)).

The contractor will investigate the potential for using construction material consolidation centres and other measures such as electric vehicles to reduce the impact of traffic associated with the development works.

**22. Site access and egress:** “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)

Vehicles entering and leaving the site should be carefully managed, using gates that are clearly 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 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.

b. Please describe how the access and egress arrangements for construction vehicles will be managed.

It is proposed that all deliveries will be delivered directly into the site and no temporary vehicle loading area is required.

Vehicles will reverse into the site facilitated by a banksman as shown in figures 10 to 16. Vehicles will leave the site in a forward gear. Vehicular access to adjacent properties will be maintained at all times. Banksmen will be available on site at all times to manage the interaction between construction vehicles, pedestrians, cyclists and other road users.

Fitzroy Park is a privately maintained road, which has a carriageway width that varies between 3.6 and 5 metres between the site and Merton Lane. Bowling Green Lane is also privately maintained and varies in width from some 4.5 metres to 3.3 metres. Therefore, it is proposed to implement measures to ensure that pedestrian and road user safety is maintained throughout the construction process.

To enable consideration to be given to the types of measures appropriate, reference has been made to pedestrian and vehicle movement count data that was submitted with the Construction Management Plan for number 51 Fitzroy Park (application reference 2009/1579/P). The following table provides a summary of results.

Period	Travel Mode				
	Pedestrian	Car	HGV	Cycle	Motorcycle
01 June 15:00 – 16:00	38	22	0	5	1
17 June 12:00 – 13:00	45	49	1	3	1

Table 5.1 – Total pedestrian and vehicle movements

The survey shows that there is a relatively light, although steady flow of pedestrian and vehicle movement on this section of Fitzroy Park. To ensure that pedestrian and road user safety can be maintained, it is proposed to implement a banksman strategy, which will be managed by a Banksman Co-ordinator. The strategy will comprise of the following measures.

The banksman Co-ordinator will keep a log of all construction vehicle movements to and from the site in order to monitor them closely.

No construction vehicles will be permitted to stop, be held, or wait in the public highway (including Fitzroy Park). Vehicles will instead be waived on by a banksman stationed at the top of Merton Lane down Highgate West Hill into a circling pattern if an exiting construction vehicle occupies either Merton Lane or Fitzroy Park.

Vehicle manoeuvres into and out of the site from Bowling Green Lane will be monitored and assisted by a banksman stationed at the site entrance.

A further banksman will be stationed on the northern arm of Fitzroy Park at the junction with Bowling Green Lane to control traffic when a construction vehicle turns into, or out of, Bowling Green Lane. A banksman will be stationed at the junction of Fitzroy Park and Merton Lane to monitor construction vehicle manoeuvres into Fitzroy Park. This will ensure that pedestrians crossing from Merton Lane, Millfield Lane or from the Heath do not conflict with construction vehicles.

A banksman will be required to walk in front of, and monitor all lorries along Fitzroy Park to ensure they only travel at walking speed (4mph) and to assist pedestrians, cyclists and other vulnerable road users that may need to pass the approaching construction vehicle. When vehicles approach the site, the banksman stationed at the junction of Fitzroy Park with Millfield Lane and Merton Lane will carry out this task. When leaving the site, the vehicle will be accompanied by the banksman usually stationed at the site entrance.

The banksman team will have four members, who will all be on site from Monday to Friday between 10:00 and 16:00 when construction traffic movements will take place. The banksmen will have radios in order to contact each other whilst working.

Temporary road signage will be positioned on Fitzroy Park at either end of the construction vehicle route warning road users of the presence of construction traffic.

As discussed, the carriageway of Fitzroy Park varies in width between 3.6 and 5.0 metres between the site and the junction with of Merton Lane and Millfield Lane. Figure 05 shows suitable location that pedestrians can take refuge when a construction vehicle passes. This plan also shows the proposed location of temporary road signage. The final approach to the site via Bowling Green Lane is relatively short and pedestrians will be able to take refuge in the entrance to the North London Bowling Club car park in the event that a construction vehicle (accompanied by a banksman) is manoeuvring to or from the site.

c. Please provide swept path drawings for any tight manoeuvres on vehicle routes to and from the site including proposed access and egress arrangements at the site boundary (if necessary).

Figures 10 to 15 show the swept path analysis of various vehicles required in the construction negotiating the junction of Merton Lane and Fitzroy Park.

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.

Site vehicles will have wheels washed down prior to leaving the site so as to reduce unwanted debris spreading onto Bowling Green Lane and Fitzroy Park. A track mat will be used which can be easily cleaned and washed down to minimise the potential transfer of debris onto the road.

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

If this is not possible, Traffic Marshalls must ensure the safe passage of pedestrians, cyclists and motor traffic in the street when vehicles are being loaded or unloaded.

Please provide details of the parking and loading arrangements for construction vehicles with regard to servicing and deliveries associated with the site (e.g. delivery of materials and plant, removal of excavated material). This is required as a scaled site plan, showing all points of access and where materials, skips and plant will be stored, and how vehicles will access and egress the site. If loading is to take place off site, please identify where this is due to take place and outline the measures you will take to ensure that loading/unloading is carried out safely. Please outline in question 24 if any parking bay suspensions will be required.



The following table provides a breakdown of the number of heavy goods vehicle movements, and the type of vehicle, that will occur during each phase of the construction process. The vehicles proposed have been selected by considering the type of goods/materials to be transported, the number of vehicle movements arising and the constraints of the local road network.

CONSTRUCTION MANAGEMENT PLAN			299 WALLACE HOUSE		
PROGRAMME / ACCESS					
CONSTRUCTION PHASE	DURATION (Weeks)	TOTAL VEHICLE MOVEMENTS	WEEKLY VEHICLE MOVEMENTS		COMMENTS
			Maximum	Average	
Excavation	6	72	20	12	
Concrete Delivery	4	24	10	6	
Building Frame	4	8	2	2	
Cladding	8	8	4	2	
Roof	4	8	2	2	
Ground Works	3	12	4	4	
Total	29	132	42	28	

This table will be updated to provide more specific detail of anticipated delivery times once the date for works to start on site has been determined. The vehicle movement programme shows an average and a maximum number of weekly vehicle movements. It can be seen that there would be up to 4 movements per day during the 6 week excavation phase and considerably fewer movements during subsequent phases.

There is a degree of flexibility when scheduling vehicle movements so that if works coincide with other construction activity on Fitzroy Park, the cumulative effect of construction traffic associated with The Wallace House and other sites can be minimised. Given the scale of the development proposals at The Wallace House, any increase in HGV movements as a result of cumulative development is likely to be negligible.

The table does not include smaller vehicles that may need to access the site, such as plasters/electricians/plumbers Transit type vans. These vehicles would typically need to access the site towards the end of the project, when there will be fewer heavy goods vehicle movements.

It is estimated that at times, there could be 6 light vans needed to transport tools and materials to and from the site. It is proposed that these vehicles would park on the driveway of the house. In the event that a larger vehicle needs to deliver at this time, it may be necessary for some of these light vehicles to be removed from the site to provide sufficient unloading space. In this scenario, drivers will be instructed not to park on Fitzroy Park.

Swept path analysis has been undertaken using the computer programme AutoTrack to demonstrate that a tipper lorry, 8.7 metre rigid vehicle and a concrete delivery vehicle can manoeuvre to and from the site in a satisfactory manner. When approaching the site, it is proposed that vehicles of this size would turn into Bowling Green Lane in forward gear and use the entrance to the North London Bowling Club car park as a turning head before reversing into the site. Alternatively, vehicles would reverse from Fitzroy Park down Bowling Green Lane to the site. Swept paths have also been undertaken to demonstrate that the largest of these vehicles, (the 8.7 metre rigid vehicle and the concrete delivery vehicle) can negotiate the turn from Merton Lane to Fitzroy Park in a satisfactory manner.

The swept path analysis work is attached as figures 10 to 16.

## Highway interventions

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

If the site is on or adjacent to the TLRN, please provide details of preliminary discussions with Transport for London in the relevant sections below.

### 24. Parking bay suspensions and temporary traffic orders

Please note, parking bay suspensions should only be requested where absolutely necessary. Parking bay suspensions are permitted for a maximum of 6 months, requirement of exclusive access to a bay for longer than 6 months you will be required to obtain [Temporary Traffic Order \(TTO\)](#) for which there is a separate cost.

Please provide details of any proposed parking bay suspensions and TTO's which would be required to facilitate construction. **Building materials and equipment must not cause obstructions on the highway as per your Considerate Contractors obligations unless the requisite permissions are secured.**

Information regarding parking suspensions can be found [here](#).

As Fitzroy Park is a private road, no formal parking bay suspensions will be required, however it is recognised that on street parking along Fitzroy Park occurs and this will need to be managed in discussions with local residents, advance warning will be given during appropriate periods setting out timescale and duration for construction works.

It is noted that vehicles often park along Fitzroy Park adjacent to the allotments and in close proximity to the junction between Fitzroy Park, Bowling Club Lane and Dancers End. As such, temporary 'parking suspensions' will be put in place when HGV deliveries are scheduled to the agreement of the local residents association.

The Construction Project Manager will liaise with the neighbours at adjacent properties to ensure that the proposed vehicle route is clear of vehicles at the beginning of each day and will also make residents aware of the delivery schedule. Vehicular access to the adjacent properties will be maintained at all times and banksmen will be on site at all times to manage the interaction between construction vehicles, pedestrians, cyclists and other road users.

### 25. Scaled drawings of highway works

Please note that use of the public highway for storage, site accommodation or welfare facilities is at the discretion of the Council and is generally not permitted. If you propose such use you must supply full justification, setting out why it is impossible to allocate space

on-site. You must submit a detailed (to-scale) plan showing the impact on the public highway that includes the extent of any hoarding, pedestrian routes, parking bay suspensions and remaining road width for vehicle movements. We prefer not to close footways but if this is unavoidable, you should submit a scaled plan of the proposed diversion route showing key dimensions.

- a. Please provide accurate scaled drawings of any highway works necessary to enable construction to take place (e.g. construction of temporary vehicular accesses).

No temporary highway works will be necessary to enable construction vehicles to access the site. Vehicle access to The Wallace House will be taken from Fitzroy Park.

- b. Please provide details of all safety signage, barriers and accessibility measures such as ramps and lighting etc.

Details to be provided by the contractor once appointed and prior to commencement.

## 26. Diversions

Where applicable, please supply details of any diversion, disruption or other anticipated use of the public highway during the construction period (alternatively a plan may be submitted).

No diversions are currently proposed. Banksman will be used as outlined previously to manage the interaction of construction vehicles with pedestrians, cyclists and other road users. Further details and confirmation of the delivery strategy will be provided by the contractor, once appointed and prior to commencement.

## 27. VRU and pedestrian diversions, scaffolding and hoarding

Pedestrians and/or cyclist safety must be maintained if diversions are put in place. Vulnerable footway users should also be considered. These include wheelchair users, the elderly, those with walking difficulties, young children, those with prams, the blind and partially sighted. Appropriate ramping must be used if cables, hoses, etc. are run across the footway.

Any work above ground floor level may require a covered walkway adjacent to the site. A licence must be obtained for scaffolding and gantries. The adjoining public highway must be

kept clean and free from obstructions. Lighting and signage should be used on temporary structures/skips/hoardings etc.

A secure hoarding will generally be required at the site boundary with a lockable access.

a. Please provide details describing how pedestrian and cyclist safety will be maintained, including any proposed alternative routes (if necessary), and any Traffic Marshall arrangements.

The potential risks to both cyclists and pedestrians have been considered and vehicles with appropriate safety equipment will be used. It will be required that all vehicles will be fitted with safety bars, additional mirrors and advisory signage. It will also be required that drivers must have undertaken a cyclist safety awareness course.

In addition, trained banksmen will escort construction vehicles along Fitzroy Park and Bowling Green Lane to manage the interaction of construction activity with pedestrians, cyclists and other vehicles. The narrowest section of Fitzroy park carriageway occurs at the southern end of the road between the junction with Merton Lane, Millfield Land and Fitzroy Lodge. Between Fitzroy Lodge and the site, the carriageway is typically in excess of 4.1 metres wide, which is sufficient for a Heavy Goods Vehicle and cyclist to pass. Figure 05. appended to this pro-forma shows suitable locations that pedestrians can take refuge on the narrower section of road when a construction vehicle passes. This plan also shows the proposed location of temporary road signage.

b. Please provide details of any temporary structures which would overhang the public highway (e.g. scaffolding, gantries, cranes etc.) and details of hoarding requirements or any other occupation of the public highway.

A lockable site hoarding will be installed to the site access and scaffolding will be installed within the boundary of the site. No temporary structures will be required that will overhang the public highway. Details of hoarding and scaffolding will be confirmed by the contractor prior to appointment and the residents of neighbouring properties will be consulted with.

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# 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 method used, and provide details of the times that each of these are due to be carried out.

The following measures will be implemented:

- Noisy work will be restricted to between 0800 and 1300 Monday to Friday and between 0800 and 1300 on Saturdays. No noisy works will be permitted on Sundays or Bank Holidays.
- Deliveries by HGVs will be restricted to between the hours of 1000 and 1200 and 1400 and 1600 and will be scheduled to distribute vehicle movements throughout these hours so as to avoid periods of intensive activity.
- In order to reduce the effect of noisy works on neighbouring properties, where practical and possible contractors will use well-maintained and silenced plant and equipment including compressors, generators and power tools.

The construction contractor will provide further details prior to commencement.

29. Please confirm when the most recent noise survey was carried out (before any works were carried out) and provide a copy. If a noise survey has not taken place 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 will be carried out following the appointment of a contractor prior to commencement. A copy of the noise survey will be supplied to the Borough once completed.

30. Please provide predictions for [noise](#) and vibration levels throughout the proposed works.

Details to be provided by the contractor prior to commencement.

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.

Details to be provided by the contractor prior to commencement.

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

Details to be provided by the contractor prior to commencement.

33. Please provide details on how dust nuisance arising from dusty activities, on site, will be prevented.

Hoardings bordering the property will help contain any dust. Where required, scaffolding and sheeting can be erected to further contain dust. Water dampening measures will also be used if considered necessary. More details will be provided by the contractor once appointed and prior to commencement. The final details of the arrangement will be supplied to the residents of the adjacent properties and any comments regarding the site set up will be addressed.

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.

Site vehicles will have wheels washed down prior to leaving the site so as to reduce unwanted debris spreading onto Bowling Green Lane or Fitzroy Park. The drainage requirements and/or storage of waste water will be confirmed by the contractor once appointed.

In addition, all muck away vehicles will be covered so as to prevent the further spread of material to the highway. Any material transferred to Bowling Green Lane or Fitzroy Park will be cleared immediately. Further details will be provided by the contractor on appointment, prior to commencement.

35. Please provide details describing arrangements for monitoring of [noise](#), vibration and dust levels.

Details to be provided by the contractor prior to commencement.

36. Please confirm that a Risk Assessment has been undertaken at planning application stage in line with the GLA policy. [The Control of Dust and Emissions During Demolition and Construction 2104 \(SPG\)](#), that the risk level that has been identified, and that the appropriate measures within the GLA mitigation measures checklist have been applied. Please attach the risk assessment and mitigation checklist as an appendix.

Details to be provided by the contractor prior to commencement.

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

Details to be provided by the contractor prior to commencement.

- 38. If the site is a 'High Risk Site', 4 real time dust monitors will be required. If the site is a 'Medium Risk Site', 2 real time dust monitors will be required. The risk assessment must take account of proximity to sensitive receptors (e.g. schools, care homes etc), as detailed in the [SPG](#). Please confirm the location, number and specification of the monitors in line with the SPG and confirm that these will be installed 3 months prior to the commencement of works, and that real time data and quarterly reports will be provided to the Council detailing any exceedances of the threshold and measures that were implemented to address these.

Details to be provided by the contractor prior to commencement.

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 undertaken).

Details to be provided by the contractor prior to commencement.

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

An asbestos survey will be carried once a contractor has been appointed and prior to commencement. The key findings will be included in the final CMP.

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.

Details to be provided by the contractor prior to commencement.

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 are applicable to both variable and constant speed engines and apply for both PM and NOx emissions.

**From 1<sup>st</sup> 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 1<sup>st</sup> 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):
- b) Is the development within the CAZ? (Y/N):
- c) Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y/N):
- d) Please provide evidence to demonstrate that all relevant machinery will be registered on the NRMM Register, including the site name under which it has been registered:
- 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:
- 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:

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# 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 in relation to 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.

**Please notify that council when you intend to start work on site. Please also notify the council when works are approximately 3 months from completion.**

**Signed:** .....

**Date:** .....

**Print Name:** .....

**Position:** .....

Please submit to: [planningobligations@camden.gov.uk](mailto:planningobligations@camden.gov.uk)

End of form.