

# OUTLINE CONSTRUCTION MANAGEMENT PLAN

On behalf of Kentish Town UK Office Propco Limited 2023/6563/CMP01

April 2023

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2022/6563/009 Construction Vehicle Access (1) 2022/6563/010 Construction Vehicle Access (2)



#### 1 INTRODUCTION

#### 1.1 Background

- 1.1.1 RGP is instructed by Kentish Town UK Office Propose Limited to provide transport planning and highways input with regards to proposed new build and extension works to the existing buildings at Plots A, B1, B2, E, F and J at Highgate Studios, 53 79 Highgate Road, London, NW5 1TL ("the site").
- 1.1.2 The site presently comprises primarily offices, with vehicular access and parking served from both Carkers Lane and Sanderson Close. The proposal involves some demolition works and new building/extension works to provide an uplift in primarily office floorspace, with a degree of flexible class E floorspace. The proposed site-wise landscaping plan is attached hereto at **Appendix A**.
- 1.1.3 This outline Construction Management Plan (CMP) has been prepared to provide high level information on the proposed construction management. It is anticipated that once a contractor has been appointed, any outstanding details would be provided within a detailed CMP which is likely to be conditioned as part of any planning consent. The approved CMP would be implemented during demolition and construction works and would be strictly adhered to. The final CMP would reflect all the typical requirements contained within Camden Council's CMP pro-forma document, including neighbour liaison and coordination with local development site.
- 1.1.4 A CMP provides a considered approach to how the potential impact of construction related traffic would be minimised and mitigated against. In preparing this Plan particular consideration has been given to Transport for London's Construction Logistics Plans (CLPs) guidance. Camden's guidance and validation requirement refers to the document as a CMP, however, the two documents are broadly comparable, and this document encompasses the requirements of both sets of guidance.
- 1.1.5 As background to this outline CMP, RGP have prepared a Transport Assessment (Document ref. 2023/6563/TA01), Travel Plan (Document ref. 2023/6563/TP01) and Delivery and Servicing Management Plan (Document ref. 2023/6563/DSMP01) to inform the planning application and to provide planning and highways advice. It is recommended the four documents are read in conjunction.

# 1.2 Objectives of the CMP

- 1.2.1 The main objectives of this CMP are:
  - (i) To promote the sustainable movement of construction materials, where feasible;
  - (ii) To consider road safety measures through the construction and operational phases of the development, where feasible; and
  - (iii) To identify sensitive routes so construction vehicles can avoid them, where feasible.



1.2.2 As this is an outline document, the contents herein should be updated and expanded upon adoption as a full document for the proposed development, prior to the construction phase commencing. This will be the responsibility of the Main Contractor appointed for the works.



#### 2 POLICY CONTEXT

2.1.1 This Plan has been produced in consideration of a number of supporting planning policy documents.

#### NPPF

2.1.2 The National Planning Policy Framework (NPPF) (2021) sets out government's planning policies for England. The NPPF promotes sustainable transport and supports development of CMPs to allow for the efficient delivery of goods.

#### The London Plan

- 2.1.3 The London Plan (2021) is the statutory spatial development strategy for Greater London.
- 2.1.4 Policy T7 (Deliveries, servicing and construction) states 'construction logistics and delivery and servicing plans should be developed in line with TfL guidance and to ensure they are effective be monitored and managed throughout the construction and operational phases of the development.'
- 2.1.5 The Policy further states 'to reduce road danger associated with the construction of new development, appropriate schemes such as CLOCS (Construction Logistics and Community Safety) or equivalent FORS (Fleet Operator Recognition Scheme) or equivalent should be utilised to plan for and monitor site conditions.'
- 2.1.6 Proposals should further 'demonstrate 'good' on-site ground conditions ratings or the mechanisms to reach this level, enabling the use of vehicles with improved levels of driver direct vision to minimise road danger.'

# Mayor's Transport Strategy

- 2.1.7 The Mayor's Transport Strategy (2018) 'sets out the Mayor's policies and proposals to reshape transport in London.' The Strategy makes frequent reference to freight and servicing, in particular policies three (Vision Zero for road danger), six (Air quality), nine (Climate Change) and 16 (Rail).
- 2.1.8 Policies of this Strategy have been considered when preparing this CMP.

# **Healthy Streets**

- 2.1.9 Healthy Streets is 'a human-centred framework for embedding public health in transport, public realm and planning. The 10 Healthy Streets Indicators focus on the human experience needs on all streets, everywhere, for everyone.'
- 2.1.10 The Healthy Streets Indicators have been considered when preparing this CMP.



#### Vision Zero

- 2.1.11 The Vision Zero action plan (2018) states 'all deaths and serious injuries will be eliminated from London's transport network' by 2041.
- 2.1.12 Section 5.2 (Freight vehicles) and Action 6 (Raise HGV safety standards) of the Plan set out the vision for construction.
- 2.1.13 Policies of this Plan have been considered when preparing this CMP.

#### TfL Freight and Servicing Action Plan

- 2.1.14 The TfL Freight and Servicing Action Plan (2019) aims to make 'London's streets safer, cleaner and more efficient.'
- 2.1.15 Action one (to ensure safe freight vehicles), Action two (to improve streets to accommodate safe freight movements) and Action nine (to collaborate with industry, developers, contractors and boroughs to reduce the impact of the construction supply chain) of the Plan set out the vision for construction.
- 2.1.16 Policies of this Plan have been considered when preparing this CMP.

#### Fleet Operator Recognition Scheme

- 2.1.17 The Fleet Operator Recognition Scheme (FORS) is a voluntary accreditation scheme for fleet operators which aims to 'drive up standards within fleet operations and demonstrate which operators are achieving exemplary levels of best practice in safety, efficiency and environmental protection.'
- 2.1.18 The FORS requirement will be relayed to all operators engaged during the development.



#### 3 BASELINE CONDITIONS

#### 3.1 Site Location and Local Highway Network

3.1.1 The site is located at 53 – 79 Highgate Road and is bounded by Sanderson Close to the north, Highgate Road to the east, Carkers lane to the south-east and commercial uses to the west, as illustrated in Figure 1.

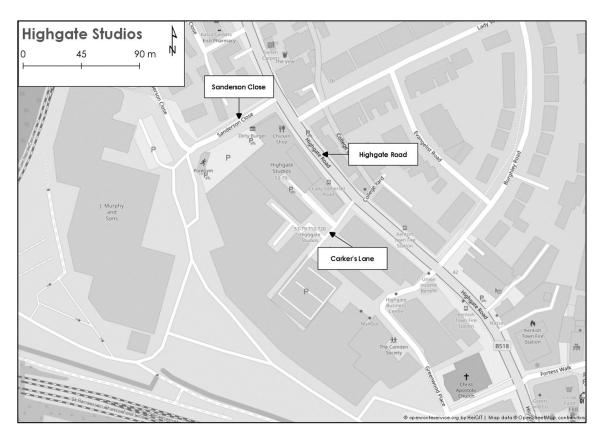


Figure 1 - Site Surroundings

- 3.1.2 Highgate Road is subject to a signed 20mph speed limit, a single yellow line on the carriageway and kerbside markers indicate loading/unloading restrictions 07:00 to 19:00 Monday to Saturday.
- 3.1.3 The site is located to the north-west of Kentish Town Road, the location of a number of chain and independent businesses providing varied goods and services. Further outlets are observed on Highgate Road and Fortress Road.

#### 3.2 Accessibility Credentials

- 3.2.1 The site achieves a Public Transport Accessibility Level (PTAL), as defined by TfL, of "6a" reflecting an "excellent" level of public transport accessibility.
- 3.2.2 The accessibility credentials of the site demonstrate it is highly accessible by a variety of efficient, affordable and connected public transport modes and it is considered travel to/from the site would not need to be completed by a private vehicle.



3.2.3 While it is anticipated some delivery and servicing movements would be completed by micro-mobility, e.g. bike/scooter, it is considered the majority of movements be completed by vehicles, e.g. cars/vans.



#### 4 PROGRAMME AND METHODOLOGY

[This section is to be updated further following the appointment of a Main Contractor].

- 4.1.1 The construction programme will be finalised post-planning permission and hence cannot yet be confirmed in this outline CMP. Therefore, the majority of this section currently forms a broad template which can be completed with input from the contractor, following planning approval.
- 4.1.2 It is anticipated that a final CMP would be secured by condition as part of any planning approval and submitted to Camden Council prior to any works being progressed.

#### 4.2 Overview

- 4.2.1 The demolition and construction works are proposed to commence in late 2023, lasting for approximately 18-22 months and commencing in Autumn 2025.
- 4.2.2 The schedule of construction activity has been assumed in light of the proposed scope of works as part of the scheme. This schedule will be further refined once a Main Contractor has been appointed:
  - (i) Site set-up and demolition;
  - (ii) Substructure;
  - (iii) Superstructure;
  - (iv) Cladding; and
  - (v) Building service, fit-out and commissioning.
- 4.2.3 The contact details for the Main Contractor and Construction Manager (appointed under the Main Contactor) shall be clearly detailed at the front of the site for the duration of development.

#### 4.3 Construction Programme

[A full detailed programme of works shall be provided by the chosen Main Contractor prior to commencement of construction and monitored regularly throughout the process].

4.3.1 The table below summarises an indicative programme of works, highlighting the approximate duration of key phases of the project and the average number of construction vehicle movements during these phases.

Phase	Duration (Weeks)	Construction Vehicles Per Day (Average)
Initial set-up and clearance	Tbc	Tbc
Excavation, foundations and ground floor works	Tbc	Tbc



Construction of new building	Tbc	Tbc
Fit-out and commissioning	Tbc	Tbc

Figure 2 – Construction Programme

- 4.3.2 All construction arrivals and departures would be managed closely by the Construction Manager and assisted by Traffic Marshals to prevent excessive impact on the local highway network.
- 4.3.3 The table above is indicative and would be updated with more accurate timings and visits per day, once the Main Contractor has been appointed.

# 4.4 Proposed Working Hours

- 4.4.1 Construction works on the site will typically commence and finish at the following times:
  - (i) Monday to Friday: 07:00 18:00;
  - (ii) Saturday: 08:00 13:00; and
  - (iii) No Sunday, Bank Holiday or Public Holiday working.
- 4.4.2 Under no circumstances will works outside of these hours be undertaken, unless otherwise agreed in advance with the relevant local authority. Consideration will be given to imposed vehicular restrictions on the local highway network and any disruption during these times would be limited where possible.
- 4.4.3 Furthermore, construction vehicle deliveries would be scheduled to occur outside of the peak hours on the network, where feasible, to minimise the residual impact of such activities.
- 4.4.4 Under no circumstances will works outside these hours be undertaken, unless otherwise agreed in advance with the London Borough of Camden and Transport for London.



#### 5 SITE SETUP

[This section is to be updated further following the appointment of a Main Contractor and a full Construction Management Plan has been prepared].

#### 5.1 Indicative Site Setup

- 5.1.1 The site set-up would progress throughout the build stage to align with any works phasing. Materials storage and working areas would primarily be to the rear of the site and there are substantial areas available for materials storage, vehicle unloading and manoeuvring. The attached drawings 2022/6563/009 and 2022/6563/010 demonstrate that suitable turning space is available within these areas.
- 5.1.2 A more detailed plan will therefore be prepared upon the appointment of a Main Contractor. Given the extent of the site and relatively at-grade alignment, materials and plant could be stored at several locations within the confines of the site itself, within the established hoarding lines.
- 5.1.3 Prior to any works commencing it is proposed that a site hoarding is installed along the curtilage of the site works to prevent unauthorised access to the site and to warn of the potential dangers of construction zones. A site hoarding would ensure that safe access is maintained into the site for legitimate staff and construction deliveries only.
- 5.1.4 The extent of hoarding and any proposed temporary traffic management measures would be agreed with the Highway Authority in accordance with its licensing procedures. All necessary licences would be applied for by the Main Contractor in advance of works commencing.
- 5.1.5 Appropriate signage will be installed at the site during the course of the works informing the public that no access to the site will be available. Appropriate hoarding will be provided around the site perimeter to protect the general public and shield the works from view as is practically possible.
- 5.1.6 Equipment and materials will be stored within the curtilage of the site to minimise disruption on the local highway network and neighbouring properties. All plant and material storage areas will allow for movement of personnel around the site.
- 5.1.7 Monitoring of the above elements will be undertaken by the Construction Manager, appointed by the Main Contractor, throughout the programme of works to ensure the safety of all those staff associated with the works and users of the public highway, at all times. The above elements will be amended, with additional mitigation processes put in place, as required, as the construction programme evolves.

#### 5.2 Storage of Plant and Materials

5.2.1 All plant and materials would be stored within the site domain. Safe and adequate access will be provided to all parts of the site, and the site must be kept tidy. When the work has stopped for the day, the site will be secured, all ladders and access removed, the plant must be immobilised, and all hazardous materials will be safely stored away.

# Outline Construction Management Plan



- 5.2.2 Storage locations will need to be constantly reviewed as work progresses and the site conditions change. Signage and pedestrian protection will need to be constantly updated and communicated to all as these works develop.
- 5.2.3 There will be no storage of goods or waste on the local highway network with all plant and materials stored within the site domain at all times.

# 5.3 Contractor Parking

- 5.3.1 Site operatives and visitors would be encouraged to travel to/from the site via public transport. There are frequent bus, rapid transit and rail services available from within close proximity of the site. However, if essential, a small number of car parking spaces could be accommodated within the site during construction for contractor vehicles.
- 5.3.2 The potential to provide lockers/storage areas on-site for tools and materials of construction staff would also be explored by the appointed Contractor to make sustainable travel more convenient for staff. This could be provided by way of a designated area within the storage compound.



#### 6 VEHICLE ACCESS AND ROUTING

[This section is to be updated further following planning approval].

## 6.1 Types of Vehicles

6.1.1 The table below provides an indication of the types of vehicles anticipated during the construction process. The types of vehicles required for each phase of construction would be confirmed by the Main Contractor, however it is suggested that vehicle sizes would be restricted to enable safe manoeuvring around the site and local highway network as appropriate.

Vehicle	Operation	Dimensions
Medium Tipper Lorries	Transport loose material to/from the site	Length: 8.2m Width: 3.5m Height: 2.9m
Small Tipper Lorries	Transport loose material to/from the site	Length: 6.5m Width: 2.5m Height: 2.9m
Concrete Lorries	Mixing components and materials	Length: 8.4m Width: 2.4m Height: 4.0m
Flat-Bed Trucks	Transport materials/steel etc.	Length: 8.0m Width: 2.1m
Skip Lorries	Waste removal	Length: 6.3m Width: 2.9m Height: 2.9m
Transit Van	Finishing materials and sanitary ware	Length: 5.3 Width: 2.0m Height: 2.5m

Figure 3 – Typical Construction Vehicles

6.1.2 Highgate Road is subject to a single yellow line with kerbside markers indicating loading/unloading restrictions 07:00 to 19:00 Monday to Saturday. The site is subject to Camden Control Parking Zone (CPZ) CA-M, in force Monday to Friday 08:30 to 18:30. Notably, the closest street of Lady Somerset Road is subject to the restrictions.

#### 6.2 Construction Vehicle Access

- 6.2.1 Drawing 2022/6563/009 confirms the ability for a medium tipper to access the site (from either Sanderson Close or Carkers Lane) in a forward gear, complete the delivery/collection and egress the site in a forward gear. Traffic marshals will assist with construction vehicle movements.
- 6.2.2 Drawing 2022/6563/010 confirms the ability for a concrete mixer to access the site (from either Sanderson Close or Carkers Lane) in a forward gear, complete the delivery and egress the site in a forward gear. Traffic marshals will assist with construction vehicle movements.



- 6.2.3 All construction deliveries would be booked in advance with the Construction Manager and undertaken in a timely fashion to ensure only one delivery vehicle arrives at the site at any given time through the use of a delivery schedule and limited delivery hours. The number of construction deliveries each day would be restricted in order to minimise impact on the adjacent highway network.
- 6.2.4 All vehicles manoeuvres and loading/unloading would be assisted by a Traffic Marshal. Traffic Marshals would be situated at the site at all times when construction vehicles are expected to undertake deliveries to direct vehicles, pedestrians and cyclists in the locality.

# 6.3 Routing Strategy

- 6.3.1 In order to minimise the impact of construction vehicles on local roads, it is proposed they would travel using the principal road network as far as possible.
- 6.3.2 This would entail construction vehicles primarily arriving and departing via the A1 at Archway, since this would result in the least milage along non-classified roads and is easily accessible via the M1 and A406 (north circular).
- 6.3.3 All construction suppliers and vehicle drivers would be made aware of the applicable arrival and departure routing prior to undertaking their journey.

#### 6.4 Loading/Unloading and Storage Materials

- 6.4.1 Deliveries will be undertaken on a 'just in time' basis with all deliveries needing to be booked in 48 hours prior to the day of delivery. This will assist in the minimum amount of materials being stored within the site at any one time and improve delivery efficiency.
- 6.4.2 Any storage materials on-site will need to be constantly reviewed as work progresses and the site conditions change to ensure that all materials are accommodated on the site and not within the public highway.
- 6.4.3 Loading or unloading at any other time on weekdays or at locations not stated within this document will in no instances be acceptable, unless otherwise agreed in advance.



#### 7 STRATEGIES TO REDUCE IMPACT

#### 7.1 Planned Measures Checklist

- 7.1.1 The appointed Construction Manager will ensure that all vehicles accessing and egressing the site adhere to the agreed strategies as set out within this Plan. In order to minimise congestion on local roads and inconvenience to third parties, the following principles are proposed:
  - (i) A designated loading area will be created at the site to enable the safe delivery of materials;
  - (ii) Deliveries will only be permitted within the specified hours as set out in this Plan to minimise the impact of pedestrians, cyclists and other road users;
  - (iii) All deliveries will be booked in advance and managed by the Construction Manager, in liaison with the relevant supplier/construction company, in order to ensure that only one delivery arrives and/or departs the site at any given time;
  - (iv) A delivery schedule will be prepared and kept up to date by the Construction Manager. The schedule will detail the anticipated time of the delivery, contact details for the supplier, the type of delivery and the size of vehicle anticipated;
  - (v) All deliveries must be booked at least 48 hours in advance with the Construction Manager and made in accordance with the specified working hours as set out within this Plan. Any deliveries not booked may be turned away at the Contractors expenses and any vehicle attempting to deliver outside the stated hours will be moved on and only permitted within the delivery hours as stated;
  - (vi) All deliveries will be supported by traffic marshals, as appropriate, to ensure the safe passage of materials to and from the site, without impacting on highway safety and other road users;
  - (vii) Vehicles being off-loaded at the site shall switch of their engines to avoid nuisance to the adjacent uses and to prevent localised pollution generation;
  - (viii) The Contractor will sweep roads and footways on the local highway network as required on a daily basis to remove any spoil or debris deposited on the highway resulting from the construction period, if necessary. The appointed Construction Manager would ensure all construction vehicles depart thew site in a clean and tidy manner and implement wheel washing facilities, if deemed required;
  - (ix) Co-ordination will take place with other construction sites / businesses if found to be necessary when larger vehicles are required to deliver to the site;
  - (x) The Main Contractor will request all delivery vehicles to telephone ahead of arrival to the site so that the necessary steps can be made to enable a smooth and efficient operation;
  - (xi) Traffic Marshals will be informed and ready for the arrival of the delivery, anticipating the type of delivery and unloading method to be utilised;
  - (xii) All construction vehicles would adhere to the vehicle routing strategy as set out in this Plan;



- (xiii) The operation of the construction site will comply with the Construction Logistics and Community Safety (CLOCS) initiative, details of which are attached hereto at **Appendix**\*; and
- (xiv) There would be no parking available on site for operatives or visitors, and these groups would therefore be encouraged to use alternative modes of travel. All personnel will be briefed by the Main Contractor prior to their first visit to the site to make it clear that no parking is available at the site. Designated lockers/storage areas will be provided at the site for tools and equipment in order to make sustainable travel on a daily basis more convenient for operatives and visitors.
- 7.1.2 A weekly review of forthcoming deliveries will be undertaken at a Logistics Progress meeting and the deliveries for the coming week will be agreed with the Construction Manager in advance.

#### 7.2 Measures to Improve Sustainability

- 7.2.1 In order to encourage the use of sustainable travel by operatives and visitors, a number of travel planning measures will be considered by the Main Contractor, the following principles will be followed:
  - (i) Use of local suppliers, as far as reasonably possible, to reduce distance travelled and associated vehicle emissions;
  - (ii) Use of local labour/operatives who are more likely to reside within the local area and therefore travel by sustainable modes;
  - (iii) Providing operatives with bus/rapid transit/rail information, if requested;
  - (iv) The potential to provide lockers on-site for tools and materials of construction staff will be explored by the Main Contractor to make sustainable travel more convenient; and
  - (v) An induction programme for all staff, making them aware of the zero-parking available and convenient access via sustainable modes.

## 7.3 Traffic Marshals/Banksman

- 7.3.1 Where necessary, a suitably qualified Traffic Marshal/Banksman would be appropriately located at the sites frontage and on the site during scheduled deliveries, to direct both vehicles and pedestrians in the locality.
- 7.3.2 The provision of a qualified Traffic Marshal/Banksman will ensure that all vehicles and pedestrian movements into/out of the site are controlled and managed appropriately. It is proposed that all activity involving vehicles turning around or reversing on the public highway, will be assisted.



#### 7.4 Staff Travel Plan

- 7.4.1 No car parking provision will be provided on-site for staff, given the constraints within the vicinity of the site and the extensive availability of public transport services within the local area.
- 7.4.2 As discussed in **Section 2** of this Plan, there frequent public transport services available within close proximity of the site. In order to encourage the use of sustainable travel, a number of travel planning measures will be considered by the Main Contractor as follows:
  - (i) Use of local suppliers, as far as reasonably possible, to reduce distance travelled and associated vehicle emissions:
  - (ii) Use of local labour/operatives who are more likely to reside within the local area and therefore travel by sustainable modes;
  - (iii) Providing operatives with bus/rapid transit/rail information, if requested;
  - (iv) The potential to provide lockers on-site for tools and materials of construction staff will be explored by the Main Contractor to make sustainable travel more convenient; and
  - (v) An induction programme for all staff, making them aware of the zero-parking available and convenient access via sustainable modes.



#### 8 ENVIRONMENTAL STRATEGY

#### 8.1 Noise

- 8.1.1 Construction works are generally highly noise generating sources if activity and given that the adjacent uses would be operational throughout the construction process, a number of mitigation measures will be enforced and/or considered to suppress noise and vibration generated on the site.
- 8.1.2 The Construction Manager will be responsible for the monitoring and management of noise at the site and adhering to the Noise Working Standards as set out by the Local Authority Environmental Health Department.
- 8.1.3 If the measured noise level rises significantly above the predicted noise level, or in the event that a noise complaint is received locally, the Construction Manager will investigate the cause and the noise levels will be reduced, if it is reasonably practicable to do so.
- 8.1.4 A number of mitigation measures will be considered to supress noise generated on the site, including:
  - (i) Ensuring that all work is undertaken within the restricted working hours;
  - (ii) Using 'silenced' plant and/or equipment and low vibration construction methods, wherever possible;
  - (iii) Using mains power instead of mains generators, wherever possible;
  - (iv) Ensuring all operatives are professionally trained and provided with ear and eye protection;
  - (v) Ensuring delivery drivers turn off their engines upon arrival and when loading/unloading goods;
  - (vi) Using protection plates and mobile screens around those parts of the site likely to generate significant levels of noise. Such screens will have sufficient mass as to be able to resist the passage of the sound;
  - (vii) Strategically placing noise generating plant as far as possible from sensitive receptors and the general public; and
  - (viii) Ensuring all deliveries are scheduled and assisted by a Traffic Marshal to ensure deliveries do not need to wait to park. Idling will in no instances be acceptable.
- 8.1.5 The above list of mitigation measures is not exhaustive, and the Construction Manager (once appointed) is encouraged to investigate other potential measures throughout the construction process.



# 9 IMPLEMENTING, MONITORING AND UPDATING

#### 9.1 Overview

- 9.1.1 The Works Manager (when appointed) will own and manage the implementation of this Plan. The following highlights the key roles for this position:
  - (i) Ensure a site-specific risk assessment is carried out for all traffic activities (arrival, departure, (un)loading, movement and maintenance);
  - (ii) Ensure a project induction is available to all staff and drivers, which shows key routes, restrictions etc.;
  - (iii) Monitoring and reviewing health and safety performance of all parties;
  - (iv) Ensure there are adequate emergency procedures in place for all foreseeable events i.e. traffic issue, spills, medical evacuation, fire, and traffic management control;
  - (v) Provision of materials/equipment to support the Plan;
  - (vi) Provision of competent resources;
  - (vii) Facilitate deliveries and managements of delivery/logistics strategy; and
  - (viii) Ongoing review and updating of this Plan as the project develops and site conditions change.

#### 9.2 Communication

- 9.2.1 The contact details of the Works Manager including an emergency out-of-hours contact will be published at the front of the site.
- 9.2.2 Contact information for a number of key external groups has also been included in the table below.

Name	Address	Contact
HSE	Health and Safety Executive, Woodlands, Manton Lane, Manton Lane Industrial Estate, Bedford, MK41 7LW	0300 123 4500
Environment Agency	Environment Agency Head Office, Horizon House, Bristol, BS1 5AH	0370 850 6506
Local Highway Authority	London Borough of Camden 5th Floor, 5 Pancras Square, c/o Town Hall, Judd Street, London, WC1H 9JE	020 7974 3265

Figure 4 – Key External Contact Information



#### 9.3 Reporting and Review

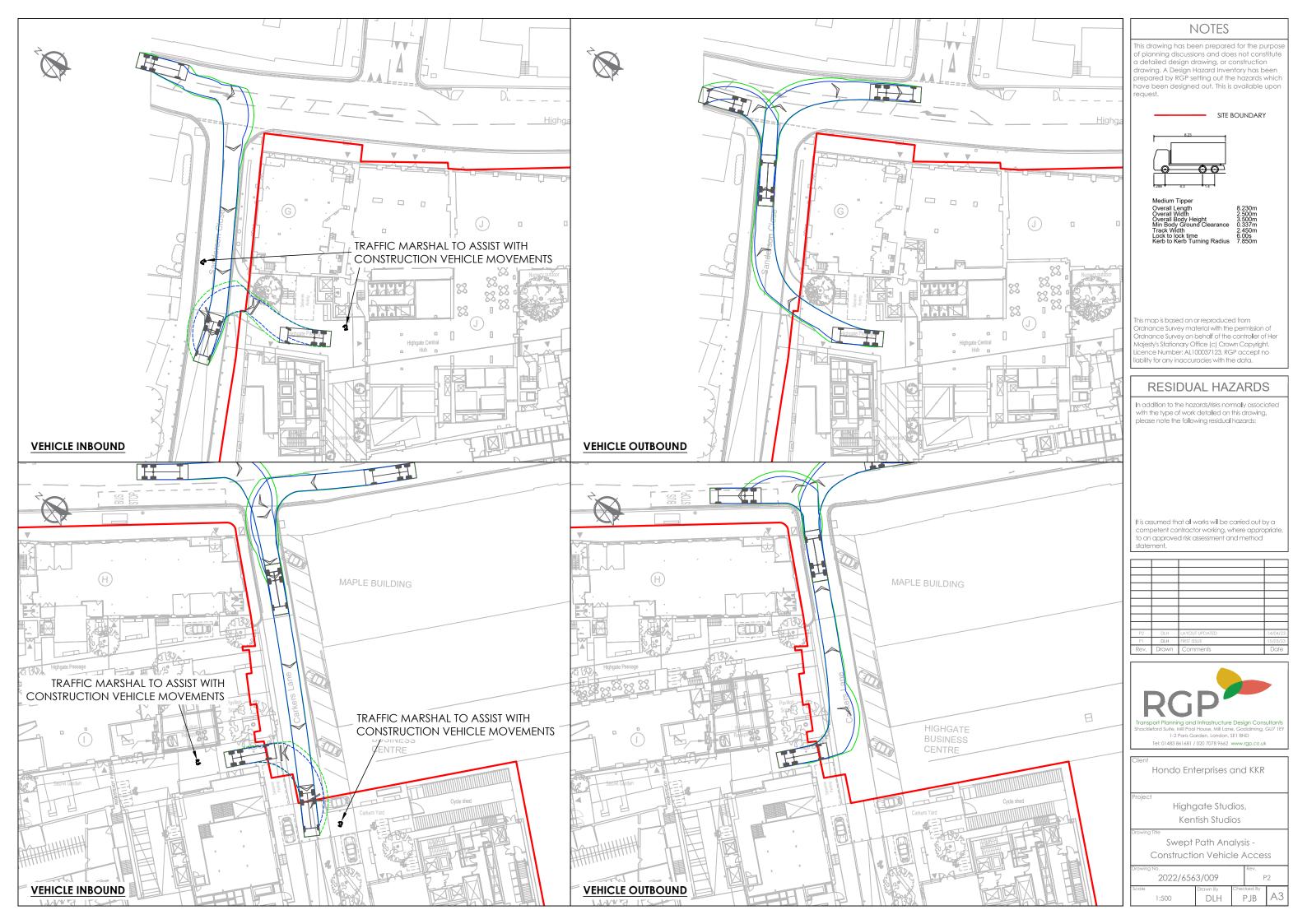
- 9.3.1 The Works Manager would liaise with any sub-contractors and suppliers on a regular basis with respect to incoming deliveries.
- 9.3.2 Any outstanding details within this outline CMP would be confirmed within a full CMP in any event. The Works Manager will review the full CMP regularly as conditions change. Records of any updates/revisions will be maintained by the Works Manager.
- 9.3.3 All records will be held on file, on site, including all certificates and inspection records for all plant, equipment and lifting etc. that are required for traffic management and works purposes.

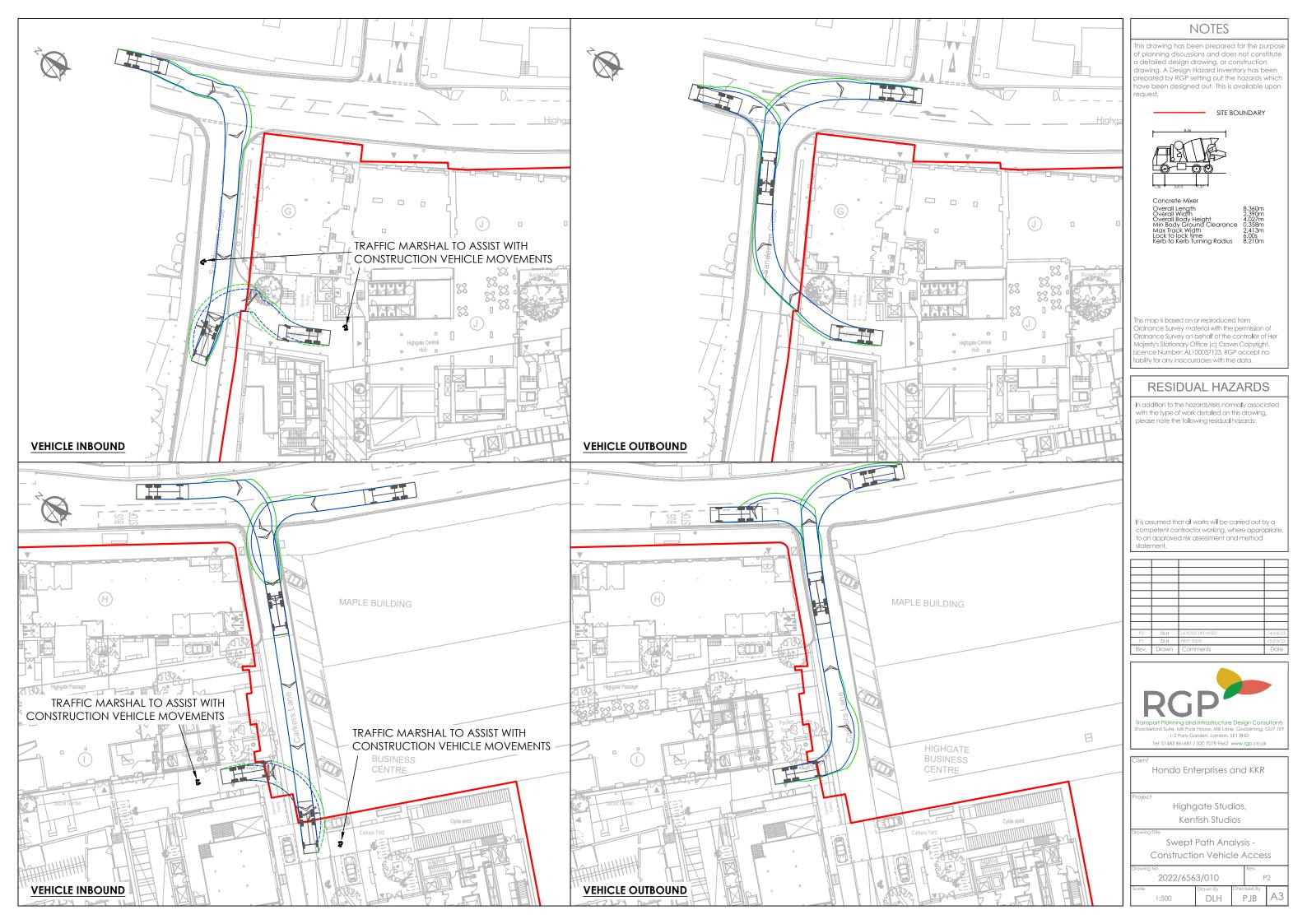
# 9.4 Breaches and Complaints

- 9.4.1 The contact details of the Construction Manager including an emergency out of hours contact will be published at the front of the site and will seek to respond to any formal complaint received within seven business days with respect to community concerns, vehicle routing issues and unacceptable parking by staff, for example.
- 9.4.2 The Construction Manager will be expected to develop a constructive relationship with those in the immediate vicinity and community of the development. A forum for consultation with the public will be set up, where feedback will be encouraged and updates on the development will be posted to keep the community up to date with activities on site. A letterbox drop to inform local personnel of construction timing, work duration and what works are occurring at what times will also be considered.



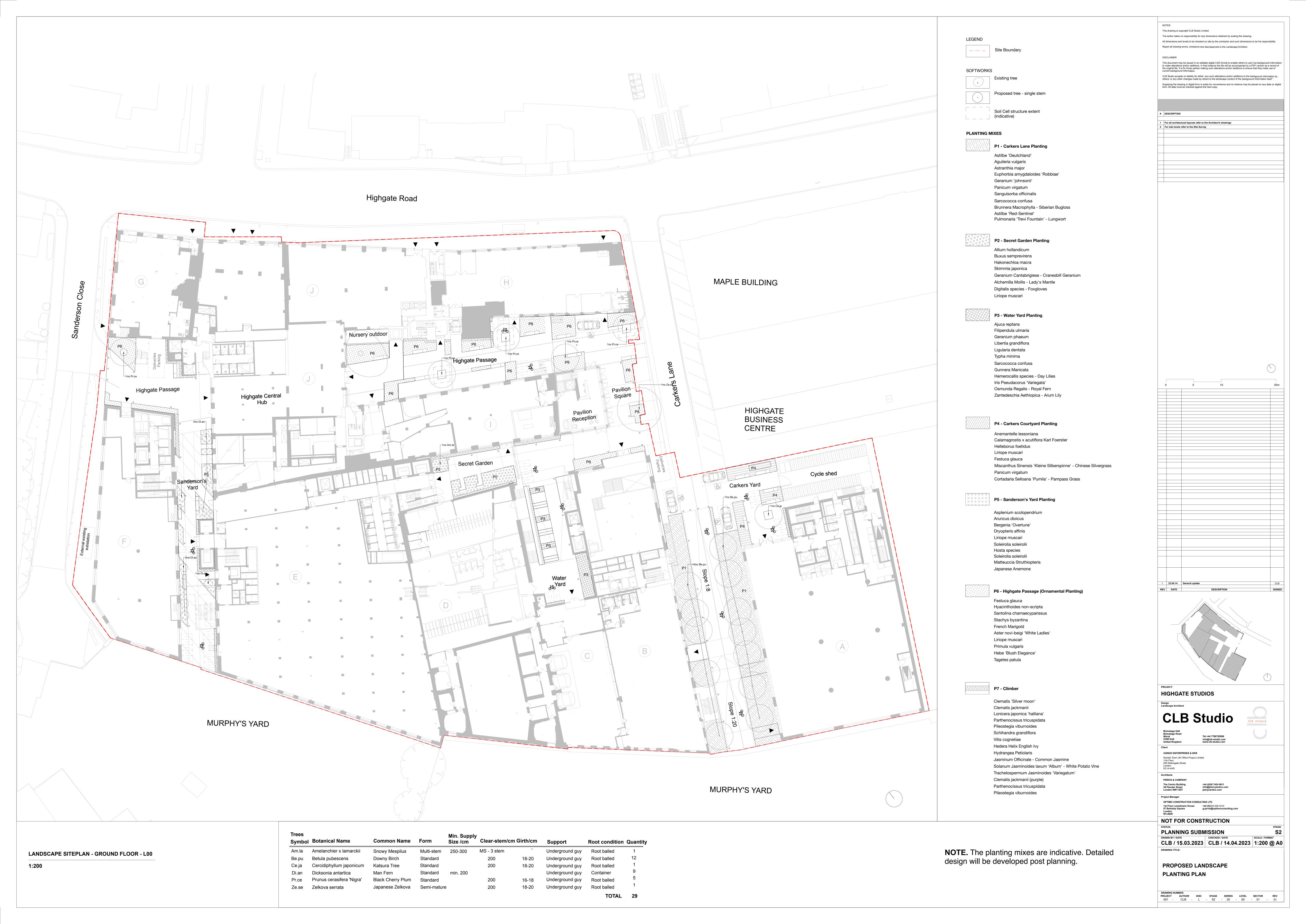
# **DRAWINGS**







# **APPENDIX A**





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