

Construction/**Demolition** Management Plan

pro forma

36-37 Great Russell Street

London

WC1B 3PP

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Revisions & additional material

Please list all iterations here:

Date	Version	Produced by
24/04/2023	A	PRP UK Limited

Additional sheets

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

Date	Version	Produced by

Introduction

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

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

The completed and signed CMP must address 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 nature of development. Further policy guidance is set out in Camden Planning Guidance **(CPG) 6: Amenity** and **(CPG) 8: Planning Obligations**.

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

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

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

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

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

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

Please complete the questions below with additional sheets, drawings and plans as required. The boxes will expand to accommodate the information provided, so please provide as much information as is necessary. It is preferable if this document, and all additional documents, are completed electronically and submitted as Word files to allow comments to be easily documented. These should be clearly referenced/linked to from the CMP. Please only provide the information requested that is relevant to a particular section.

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

Revisions to this document may take place periodically.

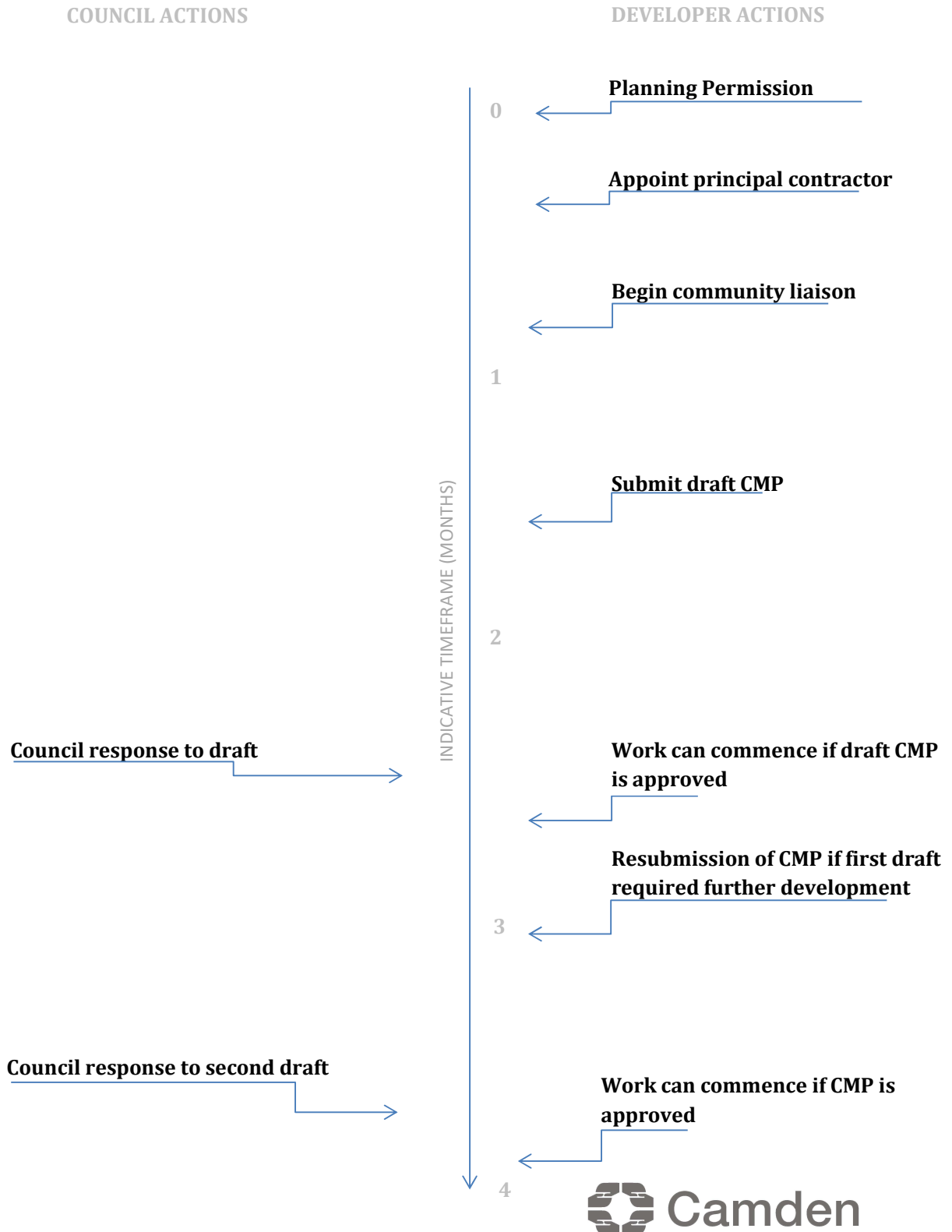
IMPORTANT NOTICE: If your site falls within a Cumulative Impact Area (CIA) you are required to complete the CIA Checklist and circulate as an appendix to the CMP and included as part of any public consultation – a CMP submission will not be accepted until evidence of this has been supplied.

The CIA Checklist (editable pdf) can be found at

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



Timeframe



Contact

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

Address: 36-37 Great Russell Street, London, WC1B 3PP

Planning reference number to which the CMP applies: 2022/3001/P

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

Name: Matthew Sharlott

Address: 21-22 Warren Park Way, Enderby, Leicester, LE19 4SA

Email: matthew.sharlott@prp.uk.com

Phone: 0116 275 1710

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: Haim Maymon

Address: Entire Houze Limited, Buckingham House, Second Floor, 45 Vivian Avenue, London, NW4 3XA

Email: hello@theentirehouse.com

Phone: 0330 123 0065

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 the Community Investment Programme (CIP), please provide the contact details of the Camden officer responsible.

Name: As question 3

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: Haim Maymon

Address: Entire Houze Limited, Buckingham House, Second Floor, 45 Vivian Avenue, London, NW4 3XA

Email: hello@theentirehouse.com

Phone: 0330 123 0065

Site

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

A site location plan is appended to this document (appendix I). The site is located within the Bloomsbury Conservation area at 36-37 Great Russell St, London on a plot bound by Great Russell street to the north, 38 Great Russell St to the east, Bloomsbury Plaza to the south and 20 Bloomsbury street to the west. The site is located in a mixed used area with shops, workplaces, entertainment and leisure facilities and other local amenities.

The existing site:

The existing plot is roughly rectangular shaped and contains a basement plus plus four storey building with a flat roof accessed from the north. The existing building comprises retail at basement and ground floor level, B1 office at first and second and residential at third.



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).

Project description:

The project involves the erection of a rear and side extension at basement to 3rd floor levels to provide enlarged Class E space at basement and ground floor; two bedroom flats at first and second floors and one 1-bedroom flat at third floor, associated new internal lift and new staircase along with communal cycle and refuse stores at ground floor. Conversion of two 1-bed flats to one 2-bed flat on third floor; retention of existing office use at part 1st and 2nd floors, creation of new roof terrace at rear 1st floor; replacement of staircase hatch by larger one to existing main roof terrace and associated external fenestration alterations.

Project Challenges:

- No loading and unloading (restrictions apply between 08:30am and 7:00pm)
- Adjacent residential and businesses.
- Management of logistical operations
- Narrow streets restricting vehicle routes.
- Adjacent vehicular and pedestrian traffic.
- Parking suspension and restrictions

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

The start date is 22 May 2023 with the works anticipated to be complete by the end of October 2023.

Extensions – 22 May to 21 July

Conversions – 24 July – 22 September

New Roof Terrace – 25 September to 27 October

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

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

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

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

Site working hours will be 8am to 6pm Monday to Friday and 8am to 1pm Saturday with no works taking place on Sunday or Bank Holidays.

When and if required to work outside the above hours the Local Authority and local residents will be informed and consent obtained where necessary. No noisy building works should take place without authorisation. If carrying out noisy building works outside of the above hours the contractor will apply for prior consent to work outside of the permitted hours under Section 61 of the Control of Pollution Act 1974.

All basement excavation works will take place between the hours of 8am and 6pm on Monday to Friday only and not at all on Saturday, Sunday, bank holidays or public holidays in order to reduce the disturbance to local residents/businesses.

All deliveries will take place before 8.30am in accordance with the loading restrictions outside the site and to limit disruption to the surrounding area which includes a number of business and residential accommodations.

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.

10. Sensitive/affected receptors

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

The below properties are the nearest potential receptors:

- 38 Great Russell Street (Ground floor trading as a Restaurant)
- Residential apartments above 38 Great Russell Street (Flats A, B & C)
- 35 Great Russell Street (Ground floor trading as a Souvenir Shop)
- Office and residential apartments above the 35 Great Russell Street (known as 20 Bloomsbury Street)

11. 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**. Please ensure that any changes to parking and loading on the public highway are reflected in the consultation. Please agree highways set up plans in advance with Camden if there is any uncertainty with this.

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

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

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

The following parties have been sent copies of this draft CMP:

- 38 Great Russell Street (Ground floor trading as a Restaurant)
- Residential apartments above 38 Great Russell Street (Flats A, B & C)
- 35 Great Russell Street (Ground floor trading as a Souvenir Shop)
- Office and residential apartments above the 35 Great Russell Street (known as 20 Bloomsbury Street)

To date no comments have been received, however if necessary a revised CMP will document comments received from each party and how changes have been implemented to address each comment.

Copies of letters included in appendix IV.

12. Construction Working Group

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

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

Any works taking place at neighbouring properties will increase the level of commercial vehicle traffic and activity in the area, therefore coordination and cooperation between both sites is essential. The main contractor will be responsible for co-ordinating arrangements with any local developments in order to minimise disruption when works start on site.

A newsletter will be sent out to local residents ahead of the works and periodically throughout the project to inform them of upcoming works and site progress. This newsletter will also be displayed on the main site hoarding and accompanied by a contact number to allow neighbours to contact the main contractors to raise any concerns or issues. A designated person will be nominated as public relations person, it will be their responsibility to provide residents newsletters and generally keep the public informed of the works. Due to the relatively small scale of the works a neighbour liaison forum is not considered to be necessary however if it becomes apparent that it is required this will be arranged by the main contractor including a meetings with local residents to discuss any concerns they may have.

Complaints Procedure:

A contact name and telephone number will be clearly displayed on the site to enable local residents or members of the public to advise of any issues that they may have during the works. This will enable any issues to be dealt with as swiftly and effectively as possible to the satisfaction of all parties. The Complaints Procedure, copies of each complaint, reporting and resolution shall be provided to the local council.

Table 1: Example of a complaint log book layout

Name Date Complaint

Name	Date	Complaint

13. Schemes

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

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

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

Considerate Constructors Scheme CCS

The project is yet to be registered under Considerate Constructors Scheme (CCS). The project manager will be required to register and adopt the construction best practices associated with the Considerate Constructors Scheme. The project is scheduled to be registered under the Considerate Constructors Scheme shortly.

In accordance with the London Borough of Camden's approved document "Guide for Contractors Working in Camden" Project manager will follow the code of conduct for considerate constructor standards, which focuses on environment, cleanliness, good neighbour, respectfulness, safety, responsibility and accountability.

14. Neighbouring sites

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

The below property is planning to carry out construction works according to the Camden planning portal:

- 43 Great Russell Street – Minor internal alterations and refurbishment works. This is a registered planning application but a decision is yet to be made. It is unlikely that this project will have any impact on the proposed works and it is likely that the project will be completed before they start.

The only other applications relate to very minor works such as the erection of signage.

The contractor will monitor the Camden planning portal to identify any upcoming construction works within the vicinity of the site.

If any are identified the site manager will liaise with the contractors delivering these works to coordinate activities within Great Russell Street. Any works that might impact either project will be identified by means of scheduled meetings and addressed by the site management team.

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 CCS monitors as part of your CLOCS monitoring visits through CCS and possibly council officers, to ensure compliance. Please refer to the CLOCS Standard when completing this section.

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

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

CLOCS Contractual Considerations

15. Name of Principal contractor:

Entire Houze Limited
Buckingham House
Second Floor
45 Vivian Avenue
London
NW4 3XA

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

The site manager will be responsible for the implementation and monitoring of construction vehicle movements. Controls will be implemented to ensure conformity and compliance throughout the projects. Initiatives implemented will include but not limited to:

- Site checks carried out by site management;
- Desktop checks against FORS Database of trained drivers and accredited companies as outlined in the CLOCS;
- FORS Silver accreditation as a minimum requirement for appointment on site;
- Scheduling of vehicle deliveries at agreed times; and
- Providing all suppliers with copies of the construction vehicle routing plan.

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

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

The client and principal contractor have confirmed that they have read and understood the CLOCS Standard and will include it in their contracts with sub-contractors and suppliers.

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

Site Traffic

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

18. Traffic routing: *“Clients shall ensure that a suitable, risk assessed vehicle route to the site is specified and that the route is communicated to all contractors and drivers. Clients shall make contractors and 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, stations, public buildings, museums etc.

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

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

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

Traffic routing plans are included in appendix II. All vehicles will approach the site from the A501 to the North East, turning onto the A201 (Kings Cross Road) and then right onto the B502 (Calthorpe Street). Vehicles will continue along the B502 until they reach Russell Square where they turn left, then right, then left again into Bedford Place until they reach Great Russell Street where they turn right before parking directly outside the site.

When leaving the site vehicles can turn right into Bloomsbury Street, travelling North via Gower Street and back onto the A501 where they will leave the borough.

Vehicle arrivals to the site will be controlled at all times and Traffic Marshalls will oversee vehicle movements to protect pedestrians and other road users.

There are loading restrictions directly outside the site therefore deliveries will be scheduled to take place before the 8.30am.

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

Pre-Site Attendance

All sub-contractors and their suppliers undertaking deliveries to and from site will be given in advance the vehicle routing plan showing designated routes to access site. They will be required to adhere to this at all times. Throughout the construction period we will encourage all site operatives to travel to site via the use of public transport. This is intended on reducing the demand of local highways, parking congestion and carbon footprint.

All contractors will be required to pre-book approved delivery slots to site and prevent both site and public realm congestion. Material deliveries will be managed such that they do not affect the day to day running of Great Russell Street activities.

The restricted nature of the site and the limited loading and unloading facilities available will necessitate close liaison with all suppliers.

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

Construction vehicle movements should be restricted to the hours of 9.30am 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 the hours of 9.30am and 3pm on weekdays during term time.

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

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

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

For Example:

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

Skip loader: 2 deliveries/week during first 10 weeks

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

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

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

The maximum number of vehicle deliveries per week will be limited to ten, although it is expected that an average of 4-5 vehicle movements will be expected weekly throughout the duration of the works.

Narrow bodied vehicles such as Nissan Cabstars for waste removal and deliveries of bricks, sand, cement, plaster and the like: 3 per week for the duration of the project.

3.5t/box vans for deliveries of larger building materials such as plasterboard, timber and steel: 2 per week during the first 10 weeks

b. Please specify the permitted delivery times.

Before 8.30am or after 7pm in accordance with the local loading restrictions. All deliveries will be planned to take place before 8.30am.

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

The only sites along the traffic route that we are currently aware of are on Kings Cross Road and the eastern end of Calthorpe Street the closest of which is over a mile from the site and therefore is not considered relevant.

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

The specification of narrow bodied vehicles and box vans means that there are no constrained manoeuvres along the route.

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

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

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

No parking bay suspensions will be required for holding areas. All vehicles/deliveries will be scheduled in advance to avoid this.

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

The project is considered too small to warrant the use of construction material consolidation centres.

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

No vehicles can enter the site, therefore waiting vehicles will be instructed to turn off their engines at all times.

There will be no vehicles waiting to unload due to the scheduling system and limited amount of deliveries.

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

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

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

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

Please refer to the site set-up plan in appendix III - 82674-903.

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

There will be no vehicular entry onto site.
Please refer to the site set-up plan in appendix III - 82674-903.

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

Not applicable as vehicles cannot enter the site.

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

Not applicable as vehicles cannot enter the site.

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

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

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

Please see the site set-up plan located in appendix III for details.

b. Where necessary, 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 detail of the way in which marshals will assist with this process. Please note that deliveries should pause where possible to allow passage to pedestrians.

Traffic Marshalls will be deployed to the loading/unloading area in advance of vehicles arriving at the site. Once the vehicle arrives the Traffic Marshalls will guide them into position whilst maintaining the safety of any pedestrians. Once the loading/unloading process is complete Traffic Marshalls will ensure the surrounding area is clear to allow the vehicles to leave via the designated routes.

All deliveries will be paused by Traffic Marshalls to allow pedestrians to pass when necessary.

Site set up

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

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

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

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

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

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

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

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

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

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

Please refer to the site set-up plan in appendix III - 82674-903.

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

Not applicable.

23. Parking bay suspensions and temporary traffic orders

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

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

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

Not applicable.

24. Motor vehicle/cyclist diversions/pedestrian diversions

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

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

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

There are no proposed diversions associated with the works.

25. Services

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

No new connections or changes to services are required for the project.

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 operation and the construction methods used, and provide details of the times that each of these are due to be carried out.

Noisy works are anticipated to be limited to:

- Minor demolition – This will be carried out by hand and using hand tools to reduce noise and vibration.
- Breaking concrete – This will be saw cut first to limit vibration and noise.
- Ground works – Excavations to be carried out by hand to reduce noise.

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

A noise survey for the installation of new heat pumps was required as part of the planning application. This was carried out on 20th February 2023 with a copy available upon request.

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

It is not expected that noise levels will become an issue due to the nature of the works

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.

All work will be carried out where possible in accordance with BC 5228-1:2009+A1:2014 – Code of practice for noise and vibration control on construction and open sites. The developer and contractor will endeavour to adopt best practice with regards to noise pollution. The following measures will be taken for noisy works:

- Plan unavoidable noisy works to take place during less sensitive times of the day.
- Proper selection, use and maintenance of tools and equipment.
- Use quiet working methods where possible.
- Avoid unnecessary revving of engines and switch off engines and machines when not in use.
- If noise becomes a problem screening and / or enclosures will be provided.
- Use rubber lining in skips and at the bottom of chutes to reduce impact noise.

The noisy works will take place only between 08:00 to 18:00 Monday to Friday and 08:00 to 13:00 on Saturdays and no noisy works to take place on Sundays or bank holidays.

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

Operatives will be made aware of BS 5228:2009 prior to starting on site and be expected to sign a declaration to say that they have read and understood the requirements.

Pertinent items will be highlighted during site inductions.

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

It is not expected that excessive dust or air pollution will be a problem due to the nature of the work and constricted nature of the site.

Excavations will take place within the building with all spoil bagged and stored in the building until loaded into vehicles.

Concrete mixing will take place within the site confines in order to minimise dust.

Demolition works will be generally internal, where any external demolition takes place it will be carried out by hand with damping down methods employed to reduce dust.

No vehicles can enter the site, so no track-out dust will be created.

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.

Refer to Q33.

No vehicles enter the site, all spoil will be bagged and all waste vehicles (Nissan Cabstars) will have their loads covered.

If any debris does spread onto the public highway, it will be cleaned immediately by site operatives and the area thoroughly washed down.

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

Due to the low impact risk level of the site this is not considered necessary.

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

Due to the nature of the works an air quality assessment or dust risk assessment has not been carried out.

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

Due to the nature of the works an air quality assessment or dust risk assessment has not been carried out.

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

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

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

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

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

Visual dust monitoring will take place throughout the works but no dust monitoring equipment is proposed due to the nature of the works.

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).

It is essential that a good standard of hygiene be maintained on site so rodents are not to be attracted to site. Site hygiene standards will be imposed onsite to reduce risk of infestation, these include:

- Waste food, empty food tins, and other waste which might attract rodents is to be stored in bins with tight fitting lids;
- Accumulations of old timber, bricks and debris, provide harbourage for rodents and should be cleared away as quickly as possible; and
- Storage of building material should be kept neat.

Infestation preventatives during construction include:

- All existing drains and other disused pipes are to either be filled with concrete or alternately dug out and the junctions sealed;
- Existing foundations and cavities should be backfilled with suitable hardcore, well consolidated and covered with a layer of concrete; and
- All openings lower than 1.5m from ground level to be sealed.

If despite these measures infestations become a problem, a specialist pest control contractor will be appointed with records kept on site.

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

An asbestos survey has not yet been carried out but is in the process of being instructed. It is expected that this will take place within the next two weeks.

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.

Site rules will be made clear during inductions which include, but are not limited to:

- No smoking on or outside the site;
- No swearing outside or around the site;
- No loitering outside or around the site; and
- The use of radio's on site will be banned.

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. See the Mayor of London webpage 'Non-Road Mobile Machinery (NRMM)' for more information, a map of the Central Activity Zone, and for links to the NRMM Register and the NRMM Practical guide (V4):

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

Direct link to NRMM Practical Guide (V4):

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

From 1st September 2015

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

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

From 1st September 2020

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

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

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

- a) Construction time period (mm/yy - mm/yy): Not applicable
- b) Is the development within the CAZ? (Y/N): No
- c) Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y/N): Not applicable
- d) Please confirm that all relevant machinery will be registered on the NRMM Register, including the site name under which it has been registered: Not applicable
- 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: Not applicable
- 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: Not applicable

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

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

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

Engine idling will not be tolerated for all vehicles associated with the site. Failure to comply with this site rule will result in the delivery company being black listed and alternative suppliers procured.

This is will highlighted to all suppliers in advance of their appointment.

Mental Health Training

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

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

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

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

This has not been signed up to yet but is currently being considered for implementation.

● SYMBOL IS FOR INTERNAL USE

Agreement

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

Signed: 

Date: 27.04.2023

Print Name: HAIM MAYMON

Position: DIRECTOR

Please submit to: planningobligations@camden.gov.uk

End of form.

V2.9

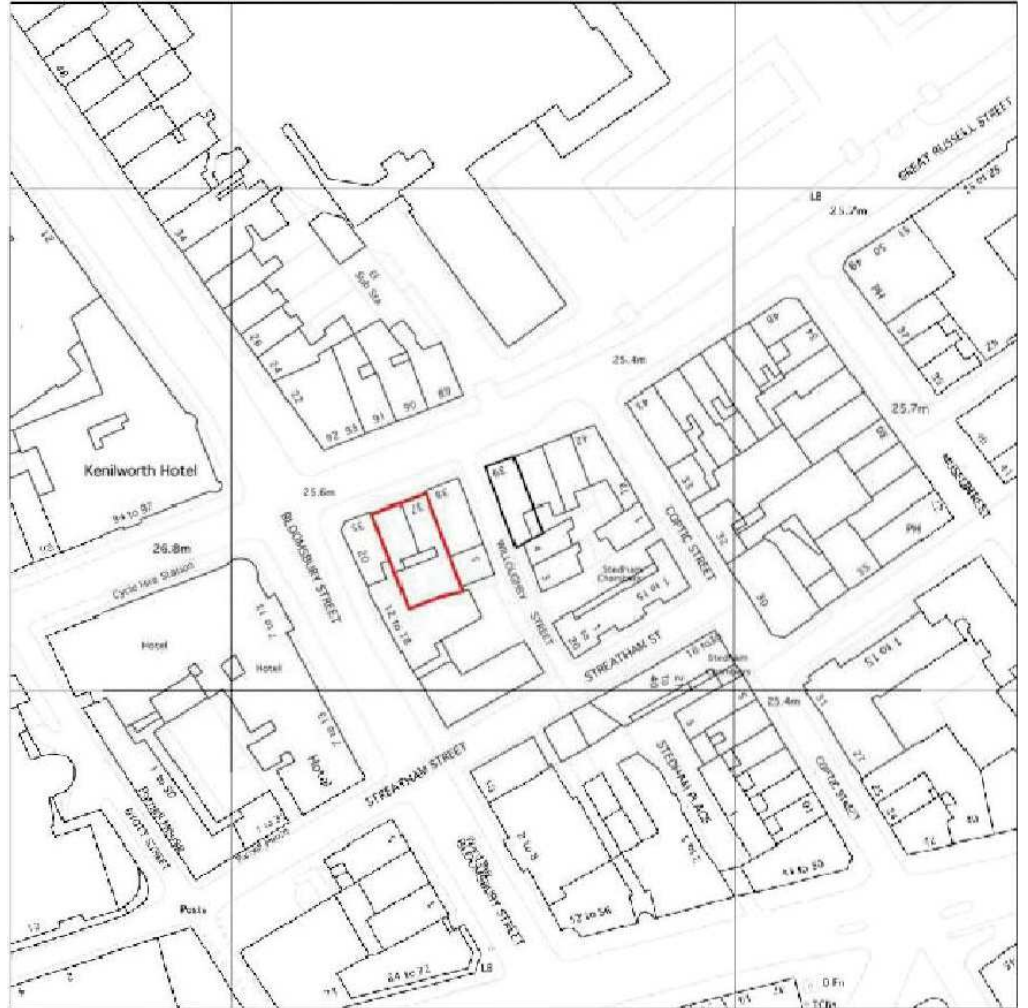
APPENDIX I



Site Plan
Scale 1:1,250



SCALE BAR 1:1250



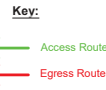
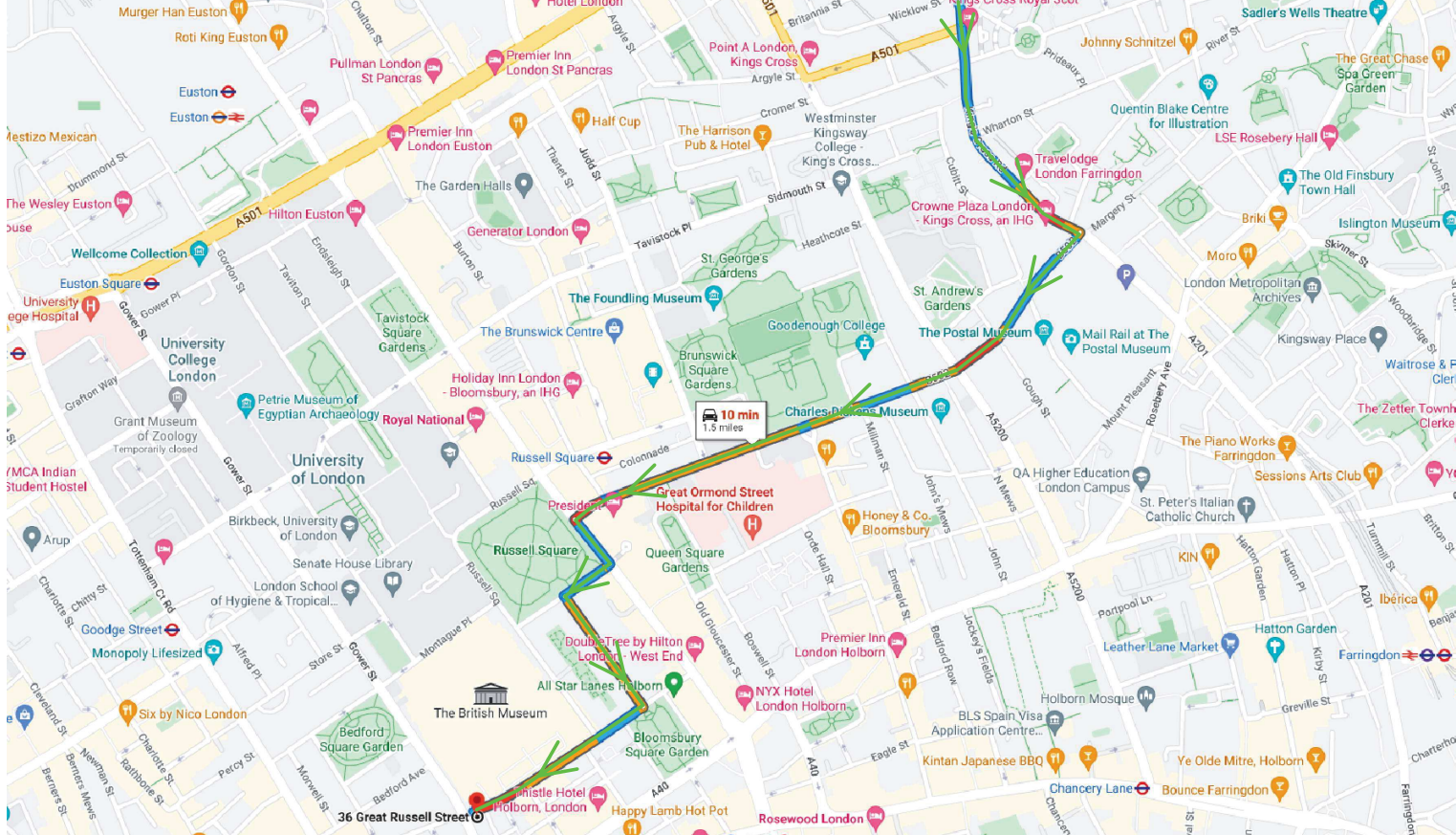
Block Map
Scale 1:500



SCALE BAR 1:500

Drawing No.:	36-37GRS-PP1-01
Drawing Title:	Site Plan Block Map
Scale:	1:1,250 1:500
Project Title:	36-37 Great Russell Street, London, WC1B 3PP
Applicant:	36-37 Great Russell Street Ltd.
Date:	08.07.2022

APPENDIX II



A	24/04/2023	Issued for comments	MH / MSL
Rev	Date	Description	By / Chk
Status: PRELIMINARY			
Engineer:	MLS	Date:	20/04/2023
Drawn:	MH	Scales @ A3:	scale
Checked:	MLS		
Project No:	82674	Drg No:	901
		Rev:	A

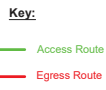
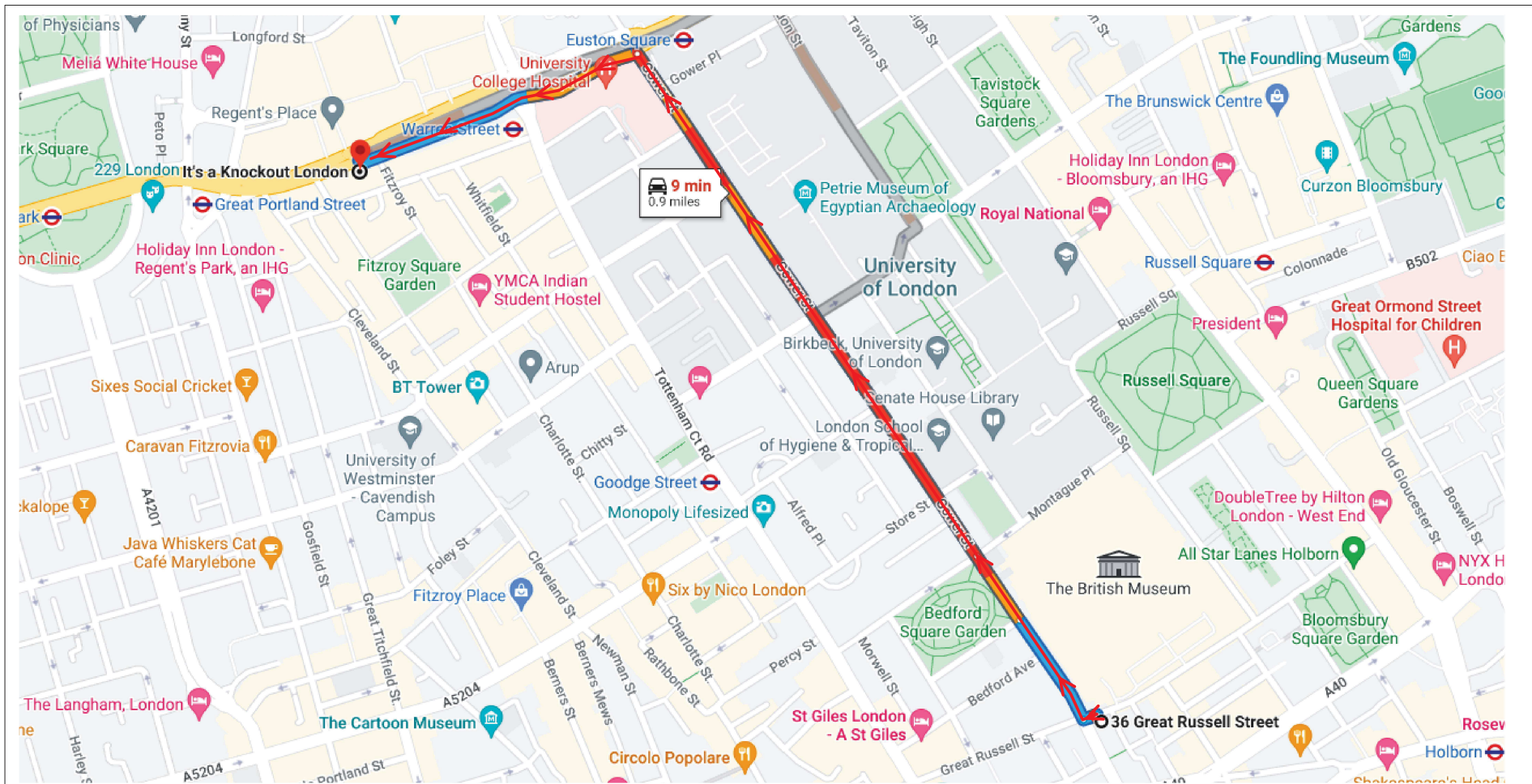
PRP
consulting engineers & surveyors
engineering excellence | creating advantage

Client:
Entire Houze

Project:
36-37 Great Russell Street, London,
WC1B 3PP

Architect:
TAL Arc Ltd

Title:
Site Routing Plan (Access)



A	24/04/2023	Issued for comments	MH / MSL
Rev	Date	Description	By / Chk



PRP
consulting engineers & surveyors
engineering excellence | creating advantage

Catherine House
Old Harborough Road
Brixworth
NN6 9BX
Telephone: 01604 889 870
northampton@prp.uk.com
www.prp.uk.com

Client:
Entire Houze

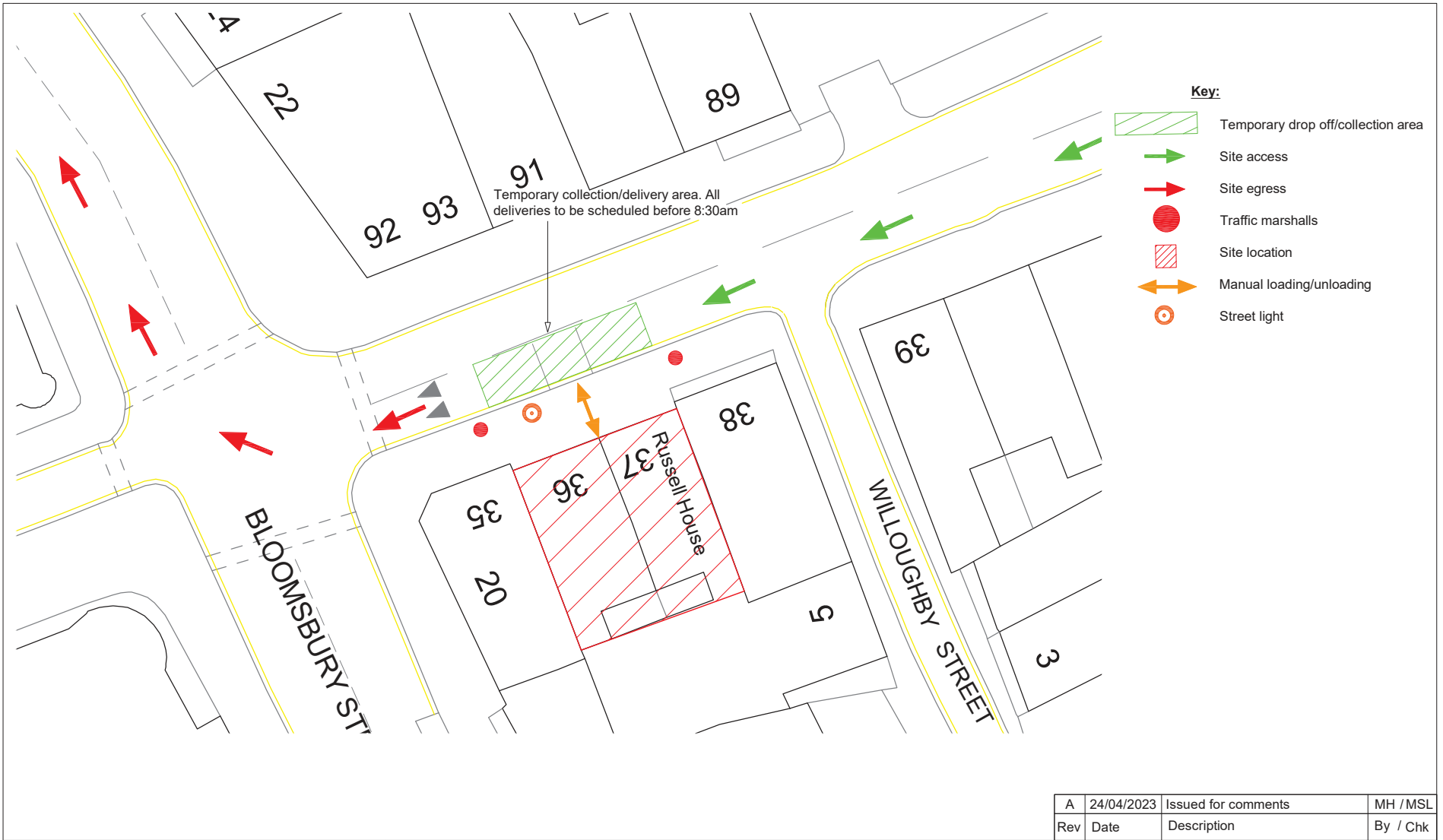
Project:
36-37 Great Russell Street, London,
WC1B 3PP

Architect:
TAL Arc Ltd

Title:
Site Routing Plan (Egress)

Status:			PRELIMINARY
Engineer:	MLS	Date:	20/04/2023
Drawn:	MH	Scales @ A3:	scale
Checked:	MLS		
Project No:	82674	Drg No:	902
		Rev:	A

APPENDIX III



A	24/04/2023	Issued for comments	MH / MSL
Rev	Date	Description	By / Chk



PRP
consulting engineers & surveyors
engineering excellence | creating advantage

Catherine House
Old Harborough Road
Brxworth
NN6 9BX
Telephone: 01604 889 870
northampton@prp.uk.com
www.prp.uk.com

Client:
Entire Houze

Project:
36-37 Great Russell Street, London,
WC1B 3PP

Architect:
TAL Arc Ltd

Title:
Site Set-up Plan

Status: PRELIMINARY			
Engineer:	MLS	Date:	April 2023
Drawn:	MH	Scales @ A3:	
Checked:	MLS	1:250	
Project No:	82674	Drg No:	903
		Rev:	A

APPENDIX IV

Our ref: MLS/FP/82674 - 07

PRP Leicester
Park House 21-22 Warren Park Way
Enderby Leicester LE19 4SA

24 April 2023

Telephone: 0116 275 1710

The Owner
20 Bloomsbury Street
First Floor
London
Camden
WC1B 3QA

leicester@prp.uk.com
www.prp.uk.com

Dear Sirs

Alterations to 36-37 Great Russell Street, London WC1B 3PP

You may be aware that it is proposed to undertake construction work at the above address.

The proposed scheme involves the construction of a new extension and internal alterations at the property.

PRP UK Limited are developing a Construction Management Plan (CMP) on behalf of the property owner in co-ordination with the architects submitting the planning application. When compiling CMP certain requirements are outlined by Camden and they ask that all neighbouring residents are contacted to give them the opportunity to provide their comments and/or advice relating to the management of the project in terms of vehicular movements and minimising the impact on the surrounding area.

As local residents you will have a good knowledge of the area and potential issues that may be encountered, therefore if you do have any comments or advice you would like to be considered we would welcome your input. If you would like your comments to be considered please respond either by letter or email via the contact details provided below.

I enclose a draft copy of the Construction Management Plan for your review should you wish.

We welcome your comments but would politely ask to provide them within 21 days of this letter.

Yours faithfully



Matthew Sharlott
Director
PRP

matthew.sharlott@prp.uk.com



PRP is a trading name
of PRP.UK Ltd.

Registered Office: Park House
21-22 Warren Park Way Enderby
Leicester LE19 4SA

Registered in England:
Number 5076657

Leicester: 0116 275 1710
leicester@prp.uk.com

Northampton: 01604 889870
northampton@prp.uk.com

London: 020 3693 4462
london@prp.uk.com

Directors:

J M Norris
BSc CEng MStructE MaPS
B M Smith
BEng CEng MStructE FGS
M L Sharlott
BSc (Hons) Tech IOSH
CMaPS MRICS

Directors:

S L Maunder
AAT
D Edwards
MEng CEng MICE
H K Patel
MEng
J Martin
MEng CEng MICE

Associates & Consultants:

A Walton
BEng CEng MStructE FGS ACI Arb
F Wing
MEng
C A Lambert
BSc CEng MICE MStructE



Our ref: MLS/FP/82674 - 08

PRP Leicester
Park House 21-22 Warren Park Way
Enderby Leicester LE19 4SA

24 April 2023

Telephone: 0116 275 1710

The Owner
20 Bloomsbury Street
Third Floor
London
Camden
WC1B 3QA

leicester@prp.uk.com
www.prp.uk.com

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MEng
J Martin
MEng CEng MICE

Associates & Consultants:
A Walton
BEng CEng MStructE FGS ACI Arb
F Wing
MEng
C A Lambert
BSc CEng MICE MStructE



Our ref: MLS/FP/82674 - 05

24 April 2023

The Owner
35 Bloomsbury Street
London
Camden
WC1B 3QA

PRP Leicester
Park House 21-22 Warren Park Way
Enderby Leicester LE19 4SA

Telephone: 0116 275 1710

leicester@prp.uk.com
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MEng CEng MICE

Associates & Consultants:
A Walton
BEng CEng MIStructE FGS ACI Arb
F Wing
MEng
C A Lambert
BSc CEng MICE MIStructE



Our ref: MLS/FP/82674 - 02

PRP Leicester
Park House 21-22 Warren Park Way
Enderby Leicester LE19 4SA

24 April 2023

Telephone: 0116 275 1710

The Owner
38 Great Russell Street
Flat A
London
Camden
WC1B 3PP

leicester@prp.uk.com
www.prp.uk.com

Dear Sirs

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A Walton
BEng CEng MStructE FGS ACI Arb
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BSc CEng MICE MStructE

Our ref: MLS/FP/82674 - 03

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Park House 21-22 Warren Park Way
Enderby Leicester LE19 4SA

24 April 2023

Telephone: 0116 275 1710

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Flat B
London
Camden
WC1B 3PP

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We welcome your comments but would politely ask to provide them within 21 days of this letter.

Yours faithfully



Matthew Sharlott
Director
PRP

matthew.sharlott@prp.uk.com



PRP is a trading name
of PRP.UK Ltd.
Registered Office: Park House
21-22 Warren Park Way Enderby
Leicester LE19 4SA
Registered in England:
Number 5076657

Leicester: 0116 275 1710
leicester@prp.uk.com
Northampton: 01604 889870
northampton@prp.uk.com
London: 020 3693 4462
london@prp.uk.com

Directors:
J M Norris
BSc CEng MStructE MaPS
B M Smith
BEng CEng MStructE FGS
M L Sharlott
BSc (Hons) Tech IOSH
CMaPS MRICS

Directors:
S L Maunder
AAT
D Edwards
MEng CEng MICE
H K Patel
MEng
J Martin
MEng CEng MICE

Associates & Consultants:
A Walton
BEng CEng MStructE FGS ACI Arb
F Wing
MEng
C A Lambert
BSc CEng MICE MStructE

Our ref: MLS/FP/82674 - 04

PRP Leicester
Park House 21-22 Warren Park Way
Enderby Leicester LE19 4SA

24 April 2023

Telephone: 0116 275 1710

The Owner
38 Great Russell Street
Flat C
London
Camden
WC1B 3PP

leicester@prp.uk.com
www.prp.uk.com

Dear Sirs

Alterations to 36-37 Great Russell Street, London WC1B 3PP

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Our ref: MLS/FP/82674 - 01

24 April 2023

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WC1B 3PP

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J Martin
MEng CEng MICE

Associates & Consultants:

A Walton
BEng CEng MIStructE FGS ACI Arb
F Wing
MEng
C A Lambert
BSc CEng MICE MIStructE



Our ref: MLS/FP/82674 - 06

24 April 2023

The Owner
20 Bloomsbury Street
London
Camden
WC1B 3QA

PRP Leicester
Park House 21-22 Warren Park Way
Enderby Leicester LE19 4SA

Telephone: 0116 275 1710

leicester@prp.uk.com
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J Martin
MEng CEng MICE

Associates & Consultants:

A Walton
BEng CEng MIStructE FGS ACI Arb
F Wing
MEng
C A Lambert
BSc CEng MICE MIStructE



Our ref: MLS/FP/82674 - 07

PRP Leicester
Park House 21-22 Warren Park Way
Enderby Leicester LE19 4SA

24 April 2023

Telephone: 0116 275 1710

The Owner
20 Bloomsbury Street
Second Floor
London
Camden
WC1B 3QA

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