



ttp consulting

transport planning specialists

**The Bedford Estates
Bloomsbury Limited**

50-51 Russell Square

**Outline Construction Management
Plan Pro-Forma**

December 2023

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Construction/Demolition Management Plan

pro forma

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Revisions & additional material

Please list all iterations here:

Date	Version	Produced by
December 2023	A – Outline for Planning Permission	Karl Mamphey – TTP Consulting

Additional sheets

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

Title	Document
Appendix A	Site Location Plan
Appendix B	Vehicle Routeing Plan
Appendix C	Existing and Proposed Highway Arrangement
Appendix D	Swept Path Analysis

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.

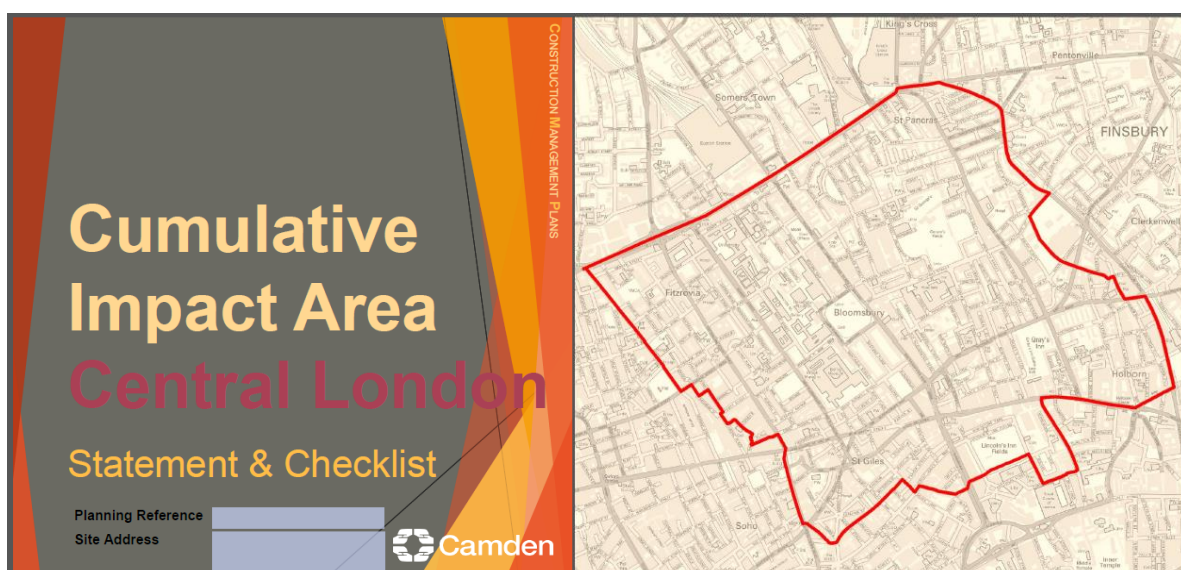
(Note the term 'vehicles' used in this document refers to all vehicles associated with the implementation of the development, e.g. demolition, site clearance, delivery of plant & materials, construction etc.)

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

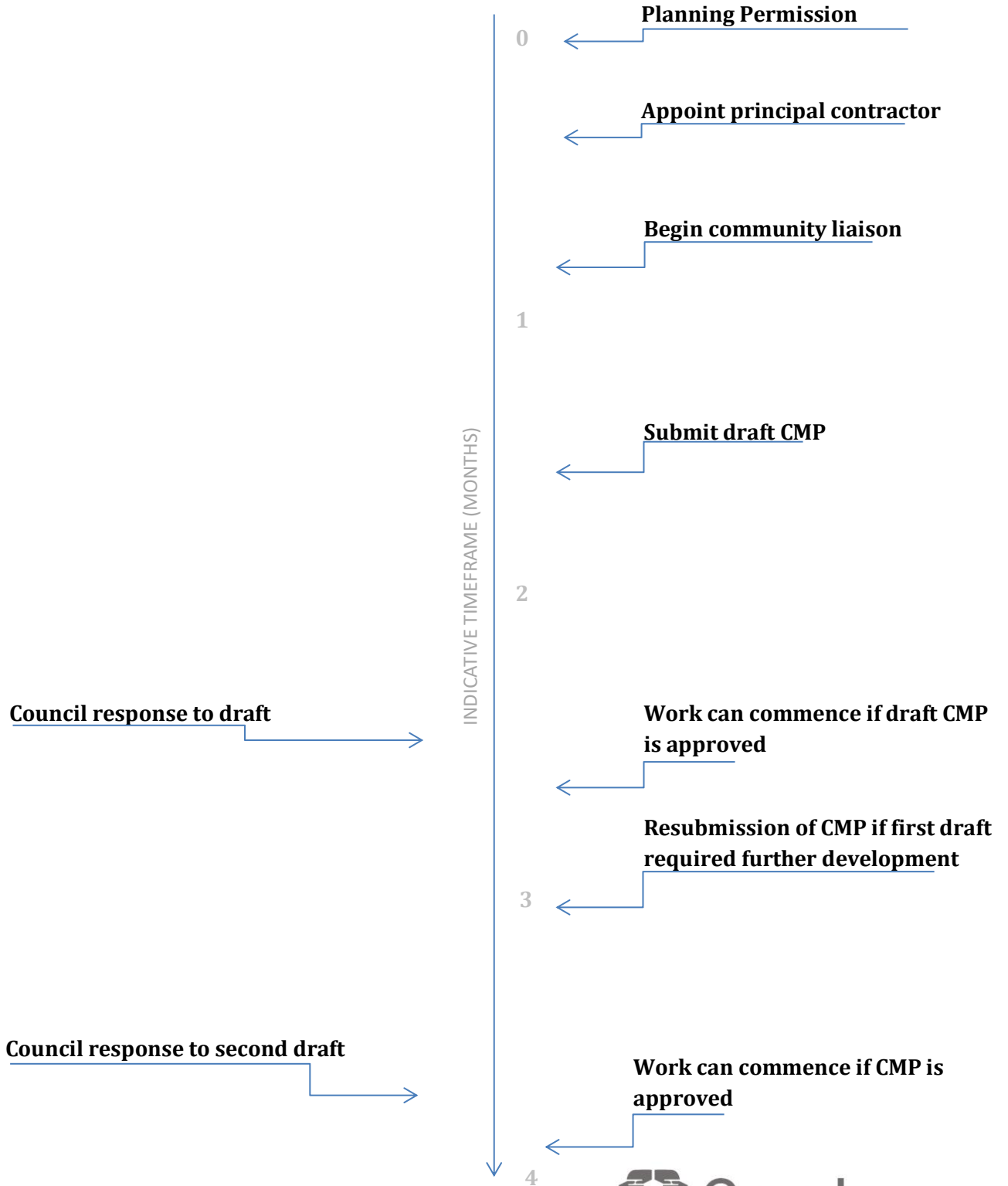
<https://www.camden.gov.uk/about-construction-management-plans>



Timeframe

COUNCIL ACTIONS

DEVELOPER ACTIONS



Contact

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

Address: 50 – 51 Russell Square, London, WC1B 4JU

Planning reference number to which the CMP applies: N/A. This pro-forma is provided as an outline document to accompany a planning application.

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

Name: Karl Mamphey

Address: TTP Consulting, 111 – 113 Great Portland Street, London, W1W 6QQ

Email: kmamphey@ttp-consulting.co.uk

Phone: 0207 100 0753

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: TBC – to be provided once a contractor has been appointed.

Address:

Email:

Phone:

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

Name: TBC – to be provided once a contractor has been appointed.

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: TBC – to be provided once a contractor has been appointed.

Address:

Email:

Phone:

Site

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

Site Location Plan is attached. (Please see **Appendix A**).

The site is situated 400m southwest of Russell Square Underground Station, and lies within a mixed-use area, comprising a number of residential, office and buildings of educational use.

The existing building comprises a 5-storey building of approximately 1,769 sqm (GIA) of office floorspace with ancillary storage uses at basement level, and a 5th floor unit for caretaker use.

The proposed works are summarised as:

“New façade treatment to main building; enlarged roof extension, reopening of lightwell to front; demolition of two storey outrigger and replacement with three storey plus plant enclosure, single storey infill extension to existing car park, erection of full height stair core extension to rear and reconfiguration of entrance steps and ramp”.

The existing car parking would be removed and replaced by office floor space via a side extension. The total office floorspace at the site would increase by 399 sqm (GIA) to approximately 2,168 sqm (GIA).

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

The proposed development and works are described above. The construction works primarily relate to a roof extension, demolition of the rear wing, side extension, recladding of the existing building and refurbishment involving internal and external modifications.

The existing building is bound by Russell Square to the north, and Bedford Place to east. A bus stand is located directly along the northern elevation of the site, measuring approximately 35m in length and 3m in width. There are double yellow and single yellow line restrictions along the eastern elevation of the site on Bedford Place.

The main challenges associated with the development relate to the local highway network and ensuring that the network can still operate whilst the site is under construction. Furthermore, a suitable strategy should be implemented for deliveries, collections and ensuring that the transfer of materials is undertaken without harmful disruption. In addition, it will be necessary to ensure sufficient measures are introduced to mitigate the potential impacts associated with construction with respect to noise, dust, vibration and traffic in order to minimise disruption to neighbours as far as practically possible.

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

The start date for works is subject to the discharge of all relevant conditions and legal agreements. Further details on dates and the programme would be provided at a later stage, however, it is estimated that at this stage the construction works are expected to last approximately 18 months. This would comprise of:

- Site Setup – 4 weeks
- Strip Out works – 4 weeks
- Superstructure – 24 weeks
- Cladding/Envelope – 28 weeks
- Fit out – 12 weeks

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.

Confirmed and accepted.

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.).

There are a number of residential, educational and commercial properties in the vicinity of the site. The property sits adjacent to the row of Grade II listed terraced houses along Russell Square (No.44 – 49 Russell Square) and to a row of Grade II listed terrace houses along Bedford Place. In the wider area, the site is in close proximity to the British Museum and a number of listed buildings in association with the University of London and SOAS, as well as Great Ormond Street Hospital. The proposed construction vehicle routes have been planned with reference to these potential receptors to ensure that nearby buildings would not be impacted by during construction.

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.

TBC.

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.

TBC – to be completed by the contractor once appointed.

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.

TBC – to be completed by the appointed contractor.

14. Neighbouring sites

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

A review of the planning portal revealed that there are nearby construction works scheduled at 4 – 6 Bedford Place [Planning Ref: 2023/1315/P]. There was no CMP submitted for the works and as per the decision notice: “Deliveries and skips can take place/be placed outside the site on single yellow lines on Bedford Place”. It is not anticipated that the associated construction traffic movements would impact on the proposed construction works at the site, and there would be sufficient carriageway width for construction vehicles to pass and travel to/from the proposed site.

If any further development arises in the area, then appropriate coordination of construction traffic movements will be made in due course and subject to planning permission.

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:

TBC – to be confirmed when a contractor has been appointed.

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

To be checked by contractor. The following will take place:

Contracts - FORS Silver accreditation as a minimum will be a contractual requirement, and FORS Gold operators will be appointed where possible. Where FORS Silver operators are appointed, written assurance will be sought from contractors that all vehicles over 7.5t are equipped with additional safety equipment, such as camera systems to monitor near-side blind spot with in-cab display, close proximity sensors and audible alert systems, etc (as per the FORS and CLOCS standards). All drivers servicing the site will have undertaken approved additional training (e.g. Safe Urban Driving + 1 x e-learning module OR Work Related Road Risk Vulnerable Road User training + on-cycle hazard awareness course + 1 x e-learning module etc.). CLOCS Compliance will be included as a contractual requirement.

Desktop checks - will be made against the FORS database of trained drivers and accredited companies as outlined in the CLOCS Standard Managing Supplier Compliance guide. These will be carried out as per a risk scale based on that outlined in the CLOCS Managing Supplier Compliance guide.

Site checks - A delivery booking system will be used which will require the entry of a FORS ID number in order for a delivery to be booked onto site OR / AND checks of FORS ID numbers will form part of the periodic checks and will be carried out as per an appropriate risk scale. Random spot checks will be carried out by site staff on vehicles and drivers servicing the site at a frequency based on the aforementioned risk scale. These will include evidence of further training, license checks, evidence of routing information, and checks of vehicle safety equipment. Results from these checks will be logged, retained and enforced upon accordingly.

Where the contractor's own vehicles and drivers are used the above approach will be modified accordingly. Collision reporting data will be requested from operators and acted upon when necessary.

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:

TBC – to be completed by the appointed contractor.

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.

Vehicles would arrive at the site via Bedford Place and would access the proposed vehicle loading area in forward gear – located immediately outside the site on Bedford Place.

Vehicles departing will exit the proposed vehicle loading area in forward gear and would proceed straight ahead along Bedford Place, before turning into Russell Square.

This would be the proposed route for all vehicles attending the site, including tipper lorries and concrete lorries, and is considered appropriate route based on the type of vehicles required for construction. A vehicle route plan showing access to and from the strategic road network is shown at **Appendix B**.

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.

The contractor, all sub-contractors, suppliers and delivery companies will be verbally or electronically instructed over the proposed vehicle route. If necessary, a plan of the vehicle route will be distributed to all parties. A copy will be posted on site and will be used as part of the indication for site operatives.

Visitors to the site will also be advised of any restrictions and advised to use public transport when travelling to the site. If they travel by vehicles, they will be instructed to off-load tools or materials first and then find a nearby pay and display parking space.

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

All vehicles will unload/load within the proposed vehicle loading area located immediately outside the site on Bedford Place. All relevant licenses will be applied for by the contractor.

Vehicles would call 20 minutes prior to arriving at the site to ensure that the proposed vehicle loading area is clear and that the site is ready to receive the vehicle.

The following vehicles will attend the site (but not limited to):

- 16.5m Articulated Lorry – plant and tower crane deliveries if required at the start of the project, and deliveries during the main construction phase of the project;
- 11.5m Miximate Concrete Mixer – delivery and pumping of concrete during the required construction phases;
- 10.2m Large Tipper – delivery of material throughout construction works;
- 7.5t Van – trade deliveries, waste removals, etc. Mainly required towards the latter stages of construction; and
- 3.5t Van – trade deliveries.

b. Please specify the permitted delivery times.

Deliveries and collections would take place within the permitted construction hours: Monday to Friday 9:30am – 4:30pm, and Saturday from 8am – 1pm.

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.

As mentioned at Question 14, a review of the planning portal has revealed that there are nearby construction works scheduled at 4 – 6 Bedford Place. It is not anticipated that the consolidation of deliveries would be required between the approved works and the proposed construction works. If any new development arises in the area, then appropriate coordination of construction traffic movements will be made in due course and subject to planning permission.

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

Swept Path Analysis has been included at **Appendix D**. This has been provided for the largest vehicles that would attend the site: a 16.5m Articulated Lorry, as well as for a 10.2m Tipper and 11.5m Miximate Concrete Mixer.

The drawings demonstrate that a sufficient carriageway width can be maintained when the proposed vehicle loading area is occupied.

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 holding areas are proposed at this stage, however this will be confirmed by the appointed contractor.

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 use of construction material consolidation centres will be explored and confirmed by the appointed contractor. Deliveries by water/rail are not considered feasible for this development.

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).

All drivers will be instructed to turn off their engines when attending the site and unloading/loading. Banksmen will also be given responsibility to monitor that drivers are adhering to this instruction.

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.

N/A – vehicles will load/unload on-street with the proposed loading area located on Bedford Place.

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.

N/A.

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.

N/A.

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.

N/A

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.

Construction vehicles will load/unload on-street on Bedford Place, directly on the yellow line space available adjacent to the site. No parking suspensions are required.

Scaffolding and hoarding will be erected around the site boundary to contain construction works. A minimum 1.5m pedestrian route will be maintained past the site underneath the gantry/covered walkway arrangement structure.

A proposed hoist will be installed over the footway on Bedford Place to assist with the transfer of materials in and out of the site. All materials and plant are proposed to be stored on site.

The proposed highway arrangement is provided at **Appendix C**.

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 Marshals will be made available to assist with any vehicle arrivals and departures. They will provide awareness of surrounding cyclist and pedestrian movements and will communicate with site workers to ensure that any activity is temporarily halted in the event of any potential conflict.

Banksmen will also be available when construction vehicles are unloading / loading to assist with the transfer of material and to manage any pedestrian activity where 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.

An existing and proposed highway arrangement plan are shown at **Appendix C**. The existing arrangement plan shows the existing conditions surrounding the site showing relevant street parking bays, footway extents, carriageway layout and relevant street furniture. The proposed arrangement plan shows the proposed vehicle loading area, hoist, covered walkway and maintained footway.

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](#).

N/A.

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.

No parking suspensions are required for the duration of the construction works. Construction vehicles are proposed to stop to unload / load on the yellow lines located immediately outside the site on Bedford Place.

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 diversions to cyclist or pedestrian routes proposed or considered necessary as part of the construction. A covered walkway arrangement will be provided to maintain a minimum 1.5m pedestrian route past the site. The covered walkway arrangement is shown on the proposed highway arrangement drawing included at **Appendix C**.

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.

As part of the redevelopment of the building, the existing crossover on Bedford Place would be closed and reinstated as footway and the UKPN sub-station would be repositioned. It is envisaged that the extent of the highway works and repositioning of the UKPN would be subject to a Section 278 agreement and UKPN access requirements.

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.

TBC – to be checked by appointed contractor.

Noisy operations are expected to include:

- Erecting, constructing, altering and building and structure;
- Breaking up, opening and constructing the required floors; and
- Any demolition/strip out works.

The noisy works would only be undertaken between 8am and 6pm on weekdays and between 8am and 1pm on Saturday. There would be no noisy works on Saturdays and Sundays or Bank Holidays.

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.

TBC – to be checked by the appointed contractor. At the time of writing, no surveys have been undertaken at this stage.

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

TBC – to be completed by the appointed contractor.

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.

TBC – to be reviewed and completed by the appointed contractor.

A number of noise and vibration measures can be implemented at the site to mitigate the potential environmental impacts associated with construction. This will be re-confirmed once a contractor has been appointed. Site activities will be controlled as far as is reasonably practicable so that surrounding receptors are protected from excessive levels arising from the construction process.

- Plant identified as generating higher noise contributions at sensitive receivers will be screened by mobile barriers as far as reasonably practicable;
- To lessen noise propagation from the site the site boundary will remain enclosed by an erected hoarding installed;
- Each section of the project will be planned to ensure all noisy working requirements are identified along with the timescales so such information can be advised to all concerned parties. There will be no site working during any anti-social hours;
- All site plant not in use will be shut down and not left idling on site;
- The shouting out of instructions on site will be strictly forbidden, all site management and supervisors will be issued with site communication radios;
- There will be no noisy working during any 'anti-social' hours or hours;
- The playing of radios etc on site will be strictly forbidden at all times;
- The sounding of vehicle hooters on site or in any adjacent street will be strictly forbidden at all times;
- No commercial vehicles will be allowed to park in the adjacent streets waiting for access to the site, particularly with engines left 'ticking over';
- Where possible all site plant will be effectively silenced and located in such areas of the site to cause the minimum amount of noise migration to areas beyond the site boundary;
- Where appropriate to minimise noise emissions from within the building work areas, all glazing will remain in place as long as possible;
- There will be no site activities or plant engines started or lorry movements to and from the site made before 8am or after 6pm;
- Working methods, procedures and logistics will be appraised and reviews on a regular basis to ensure continuous development of BPM;
- Concrete pours sizes will be planned with the start of concrete pours arranged as early as possible within normal working hours to avoid overruns;
- No materials will be allowed to fall from height which may result in the generation of vibration; and
- All lorries will be loaded and operated by competent operators with material placed into the vehicles or site and not dropped.

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

TBC – to be completed by the appointed contractor.

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.

TBC – to be completed by the appointed contractor.

There are a number of air and dust mitigation measures that can be implemented at the site. The list will be re-confirmed once a contractor has been appointed for the site:

- Maintain machinery in good working order to prevent smoke and fumes;
 - No lighting of bonfires;
 - Instruct divers to switch off engines;
 - Use abatement technology and alternative fuels where possible;
 - Ensure vehicles meet current and relevant standards;
 - Carry out regular air quality checks;
 - Record all dust and air quality complaints, identify cause(s), take appropriate measures to reduce emissions in a timely manner, and record the measures taken;
 - Any emissions of nuisance dust and fine particulate emissions are to be adequately controlled and kept within acceptable limits;
 - Carry out regular site inspections to monitor compliance, record inspection results;
 - Fully enclose the site or specific operations where there is a high potential for dust production and the site is active for an extensive period;
 - Remove materials that have a potential to produce dust from the site as soon as possible, unless being re-used on site;
 - Only use cutting, grinding or sawing equipment fitted or in conjunction with suitable dust suppression techniques such as water sprays or local extraction, e.g. suitable local exhaust ventilation systems;
 - Ensure an adequate water supply on the site for effective dust/particulate matter suppression/mitigation, using non-potable water where possible and appropriate;
 - Use enclosed chutes and conveyors;
 - Minimise drop heights from conveyors, loading shovels, hoppers and other loading or handling equipment and use fine water sprays on such equipment wherever appropriate;
- and

Ensure equipment is readily available on site to clean any dry spillages, and clean up spillages as soon as reasonably practicable after the event using wet cleaning methods.

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.

A dust sweeper will be made available for local roads, upon request, to remove any material that may have spread onto the public highway.

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.

TBC – to be completed by the appointed contractor.

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.**

At the time of writing, all relevant requirements will be expected to be met. This will be confirmed by the appointed contractor.

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.)

TBC – to be confirmed by the appointed contractor.

- 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.

TBC – to be confirmed by the appointed contractor.

- 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).

TBC – to be confirmed by the appointed contractor.

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

TBC – to be confirmed by the appointed contractor.

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.

TBC – to be confirmed by the appointed contractor.

A project manager will be appointed to assume all responsibility of all staff conduct, actions and complaints. The project manager will also be responsible for monitoring and reviewing site activities on an ongoing basis. They will be contactable during office hours with information boards displayed on the site hoarding highlighting key personnel on-site, including their contact details. A 24-hour emergency contact number will also be provided.

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): TBC, subject to planning permission and relevant approvals, but the proposed construction works are anticipated to last approximately 18 months.
- b) Is the development within the CAZ? (Y/N): Yes
- c) Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y/N): TBC – to be confirmed by appointed contractor.
- d) Please confirm that all relevant machinery will be registered on the NRMM Register, including the site name under which it has been registered: TBC – to be confirmed by appointed contractor.
- 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: Confirmed in principle. To be checked by the appointed contractor.
- 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: Confirmed in principle. To be checked by the appointed contractor.

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.

To be checked/confirmed by the appointed contractor. All drivers will be instructed to turn off their engines when outside the site and when power is not required.

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.

To be checked/confirmed by the appointed contractor.

• 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:

Print Name:

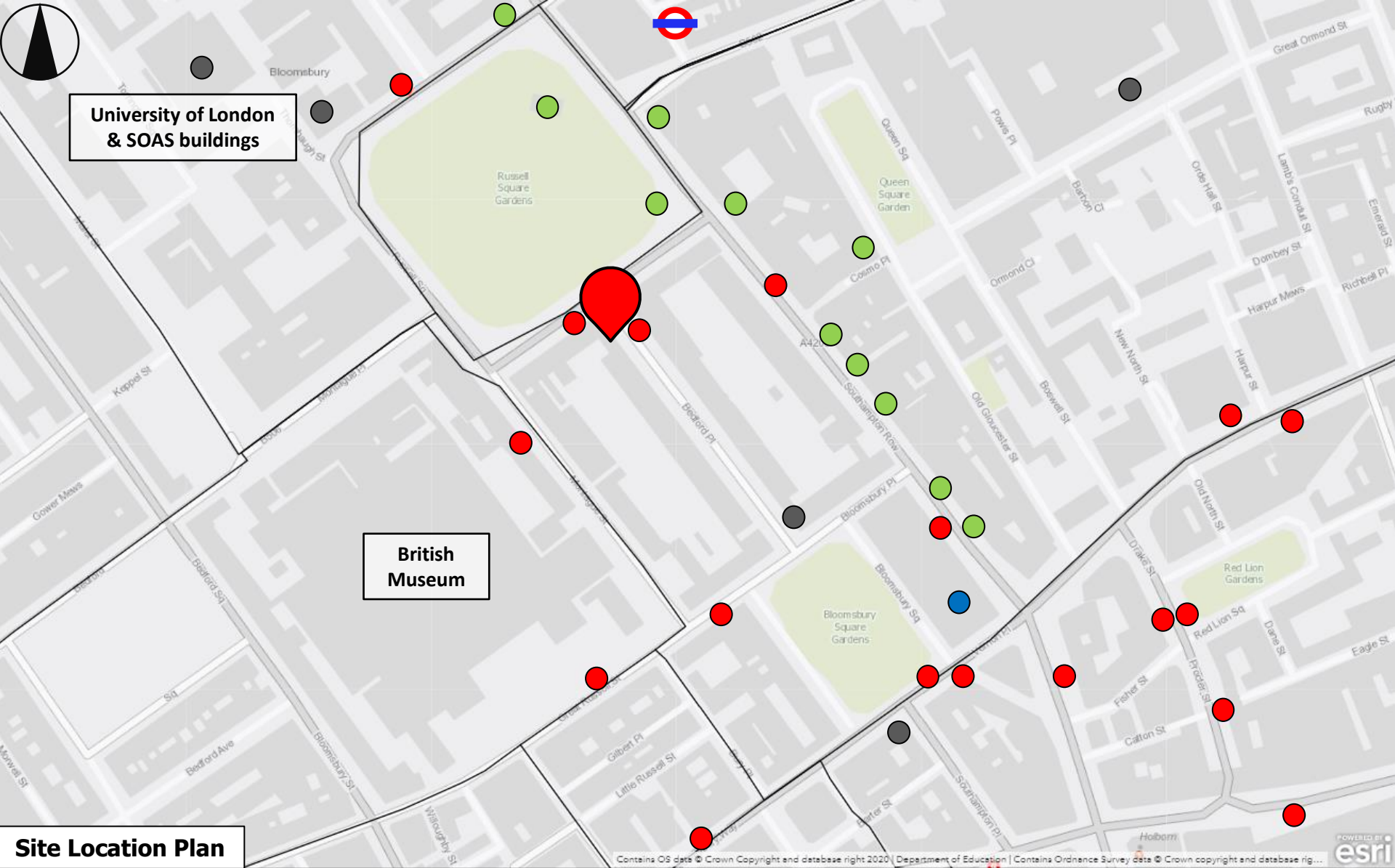
Position:

Please submit to: planningobligations@camden.gov.uk








End of form.

V2.9

Appendix A

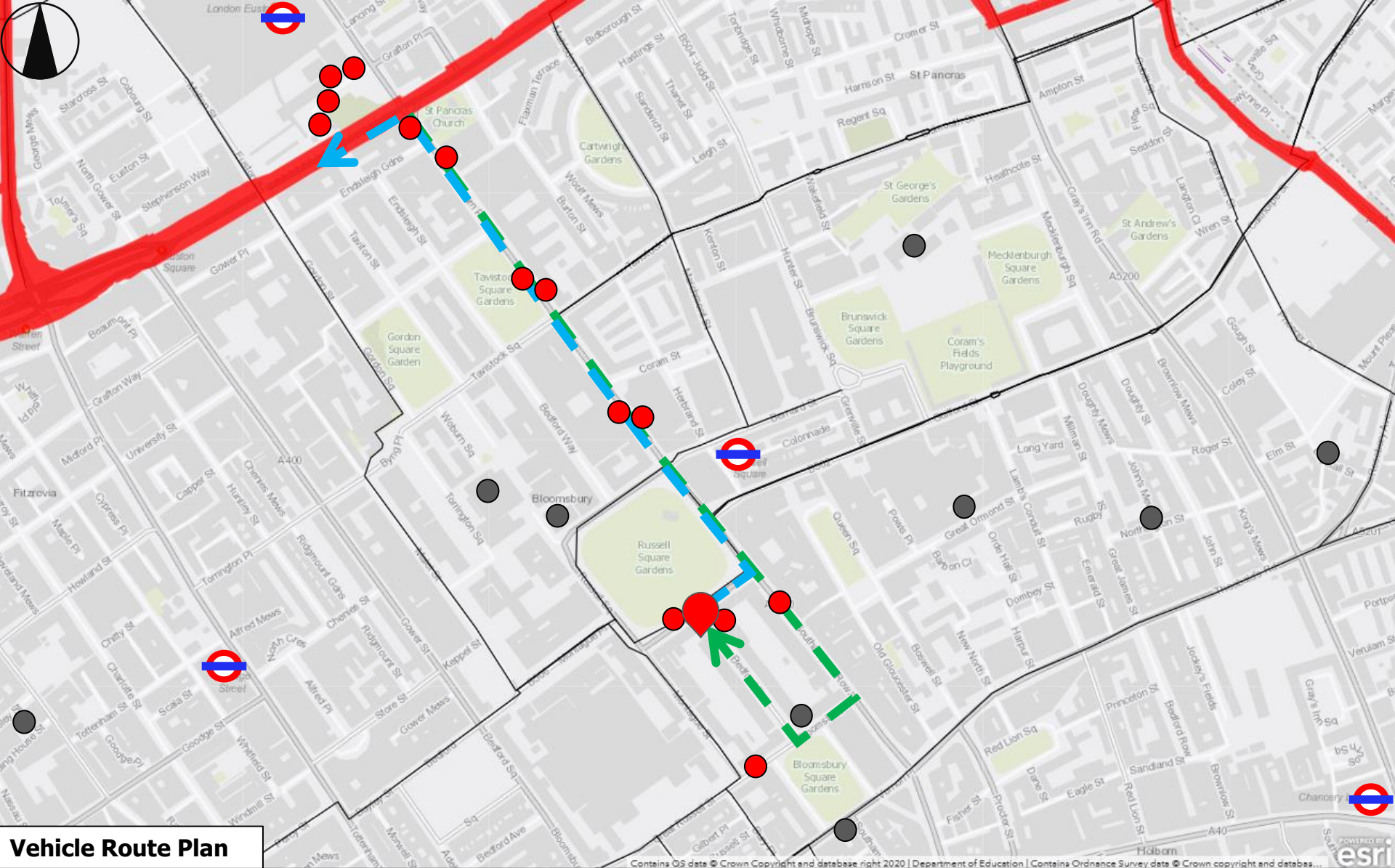


Key

-  Application Site
-  Underground Station
-  School
-  Bus Stop
-  Café/Takeaway
-  Current and Proposed Cycle Network
-  Supermarket









Appendix B





Vehicle Route Plan

Key

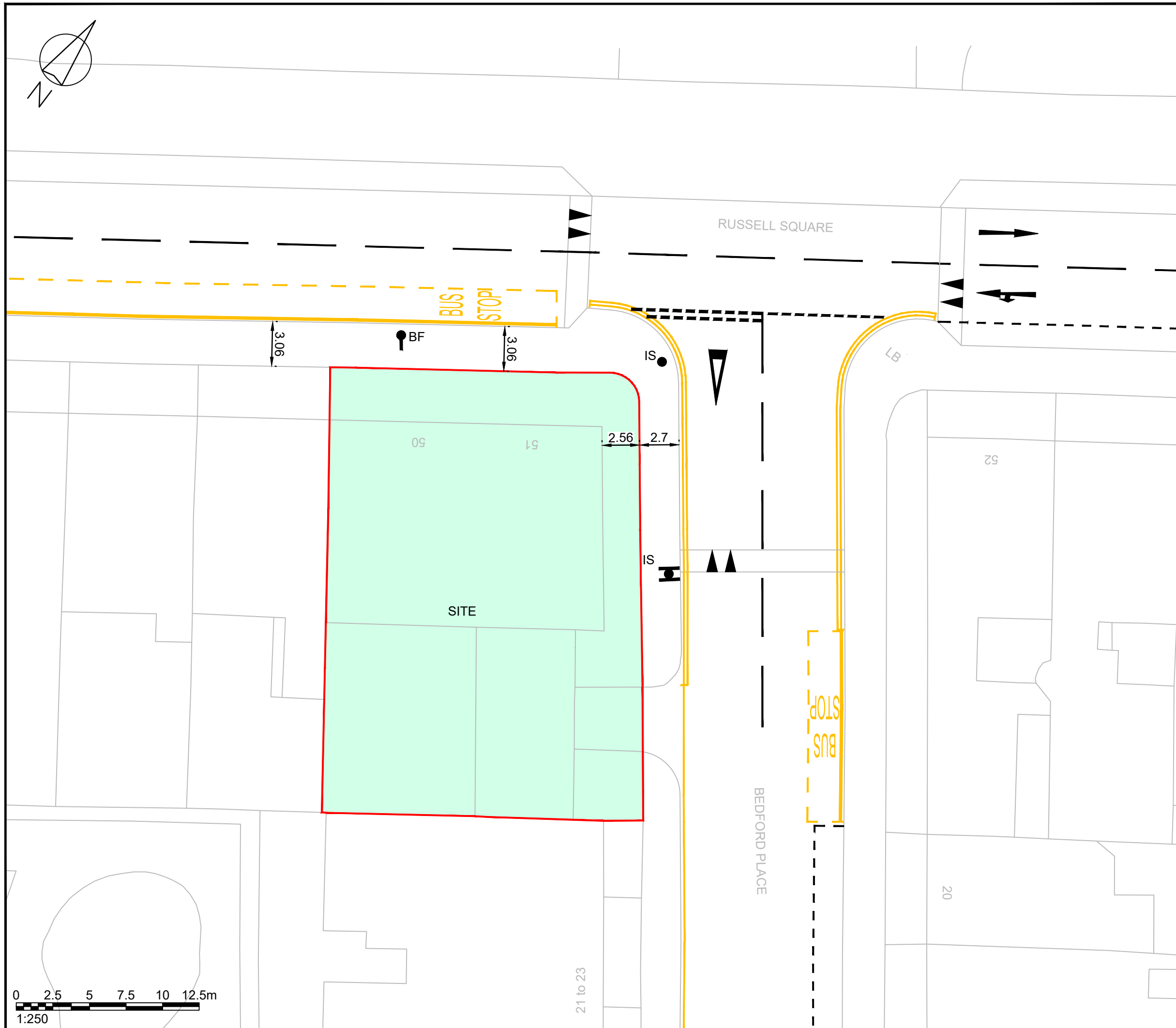
-  Transport for London Road Network
-  Current and Proposed Cycle Network
-  Underground Station

-  Bus Stop
-  Application Site
-  School

-  Vehicle Approach Route
-  Vehicle Departure Route



Appendix C



Rev	Details	Drawn	Checked	Date
...

KEY:

	SITE BOUNDARY
IS ●	EXISTING ILLUMINATED SIGN POST (NO SIGN PLATES)
IS	EXISTING ILLUMINATED SIGN POST (DOUBLE SIDED PLATES)
BF	EXISTING BUS FLAG
	EXISTING BUS CAGE
	EXISTING DOUBLE YELLOW LINES
	EXISTING SINGLE YELLOW LINES
	EXISTING PARKING BAYS

NOTES:

1. Do not scale from this drawing.
2. This drawing to be read & printed in colour.
3. This drawing is for illustrative purposes only, and not for construction.

Client
...

Project
50 - 51 Russell Square

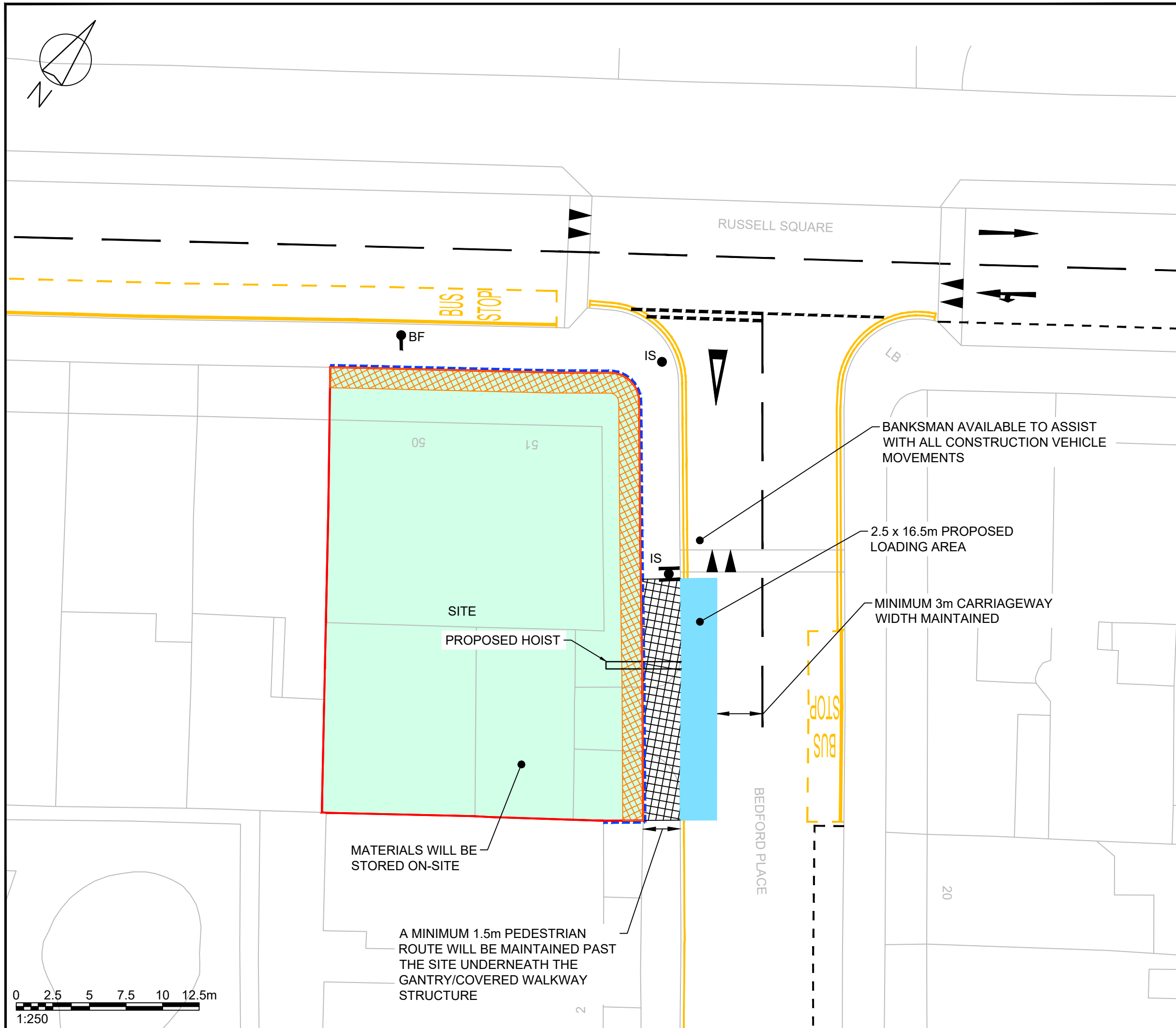
Drawing Title
Existing Highway Arrangement

Scale	1:250	Size	A3
Drawn	MG	Checked	27.10.23
Checked	KM	Checked	27.10.23



111 - 113 Great Portland Street
London
W1W 6QQ
Tel. No. 0207 1000 753

Drawing Number	2023-4902-001	Rev	...
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Rev	Details	Drawn	Checked	Date
...

KEY:

	SITE BOUNDARY
IS ●	EXISTING ILLUMINATED SIGN POST (NO SIGN PLATES)
IS	EXISTING ILLUMINATED SIGN POST (DOUBLE SIDED PLATES)
BF	EXISTING BUS FLAG
	EXISTING BUS CAGE
	EXISTING DOUBLE YELLOW LINES
	EXISTING SINGLE YELLOW LINES
	EXISTING PARKING BAYS
	PROPOSED LOADING AREA
	PROPOSED COVERED WALKWAY
	SITE HOARDING
	PROPOSED SCAFFOLDING

NOTES:

1. Do not scale from this drawing.
2. This drawing to be read & printed in colour.
3. This drawing is for illustrative purposes only, and not for construction.

Client
...

Project
50 - 51 Russell Square

Drawing Title
Proposed Highway Arrangement

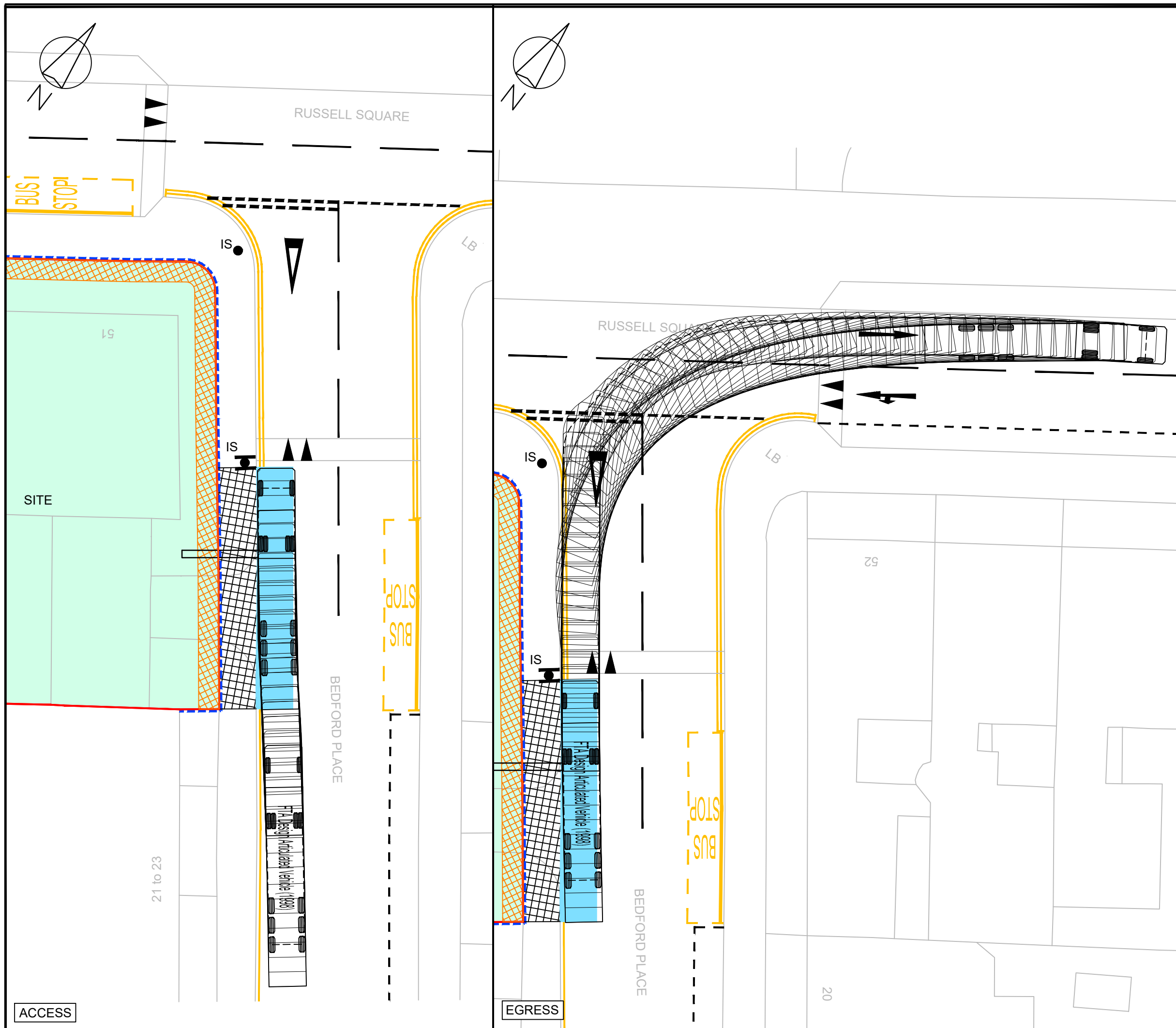
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Drawn	MG	Checked	27.10.23
Checked	KM	Checked	27.10.23

ttp consulting
transport planning specialists

111 - 113 Great Portland Street
London
W1W 6QQ
Tel. No. 0207 1000 753

Drawing Number	2023-4902-002	Rev	...
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Appendix D

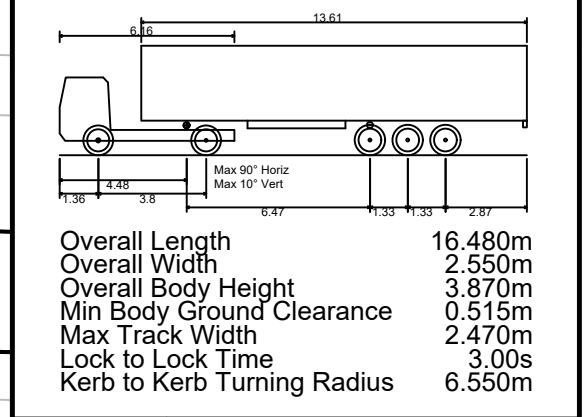


Rev	Details	Drawn	Checked	Date
...

NOTES :

- Do not scale from this drawing.
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- This drawing is for illustrative purposes only, and not for construction.

FTA DESIGN ARTICULATED VEHICLE (1998)



	FORWARD MOVEMENTS <i>(design speed - 5kph)</i>
	REVERSE MOVEMENTS <i>(design speed - 2.5kph)</i>

Client
...

Project
50 - 51 Russell Square

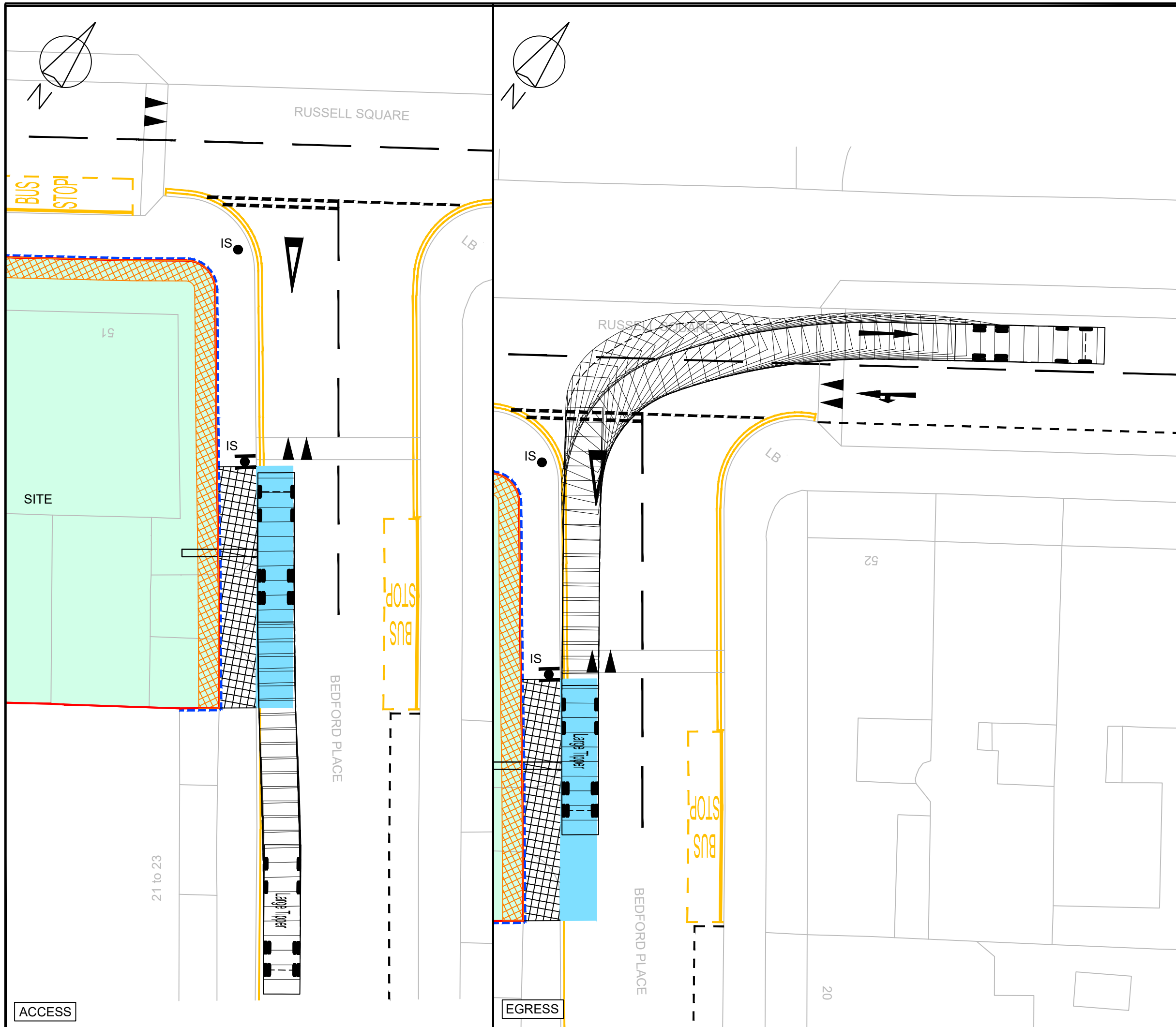
Drawing Title
**Vehicle Swept Path Analysis
16.5m Articulated Vehicle**

Scale	1:250	Size	A3
Drawn	MG	Checked	27.10.23
Checked	KM	Checked	27.10.23



111 - 113 Great Portland Street
London
W1W 6QQ
Tel. No. 0207 1000 753

Drawing Number	2023-4902-TR01	Rev	...
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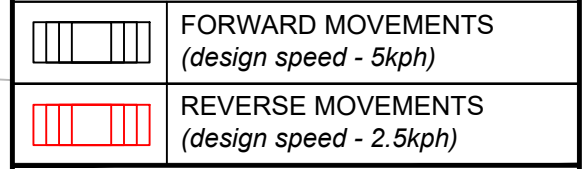
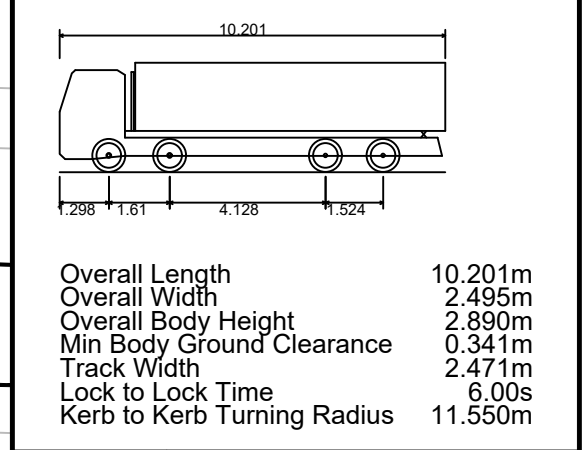


Rev	Details	Drawn	Checked	Date
...

NOTES :

1. Do not scale from this drawing.
2. This drawing to be read & printed in colour.
3. This drawing is for illustrative purposes only, and not for construction.

LARGE TIPPER



Client
...

Project
50 - 51 Russell Square

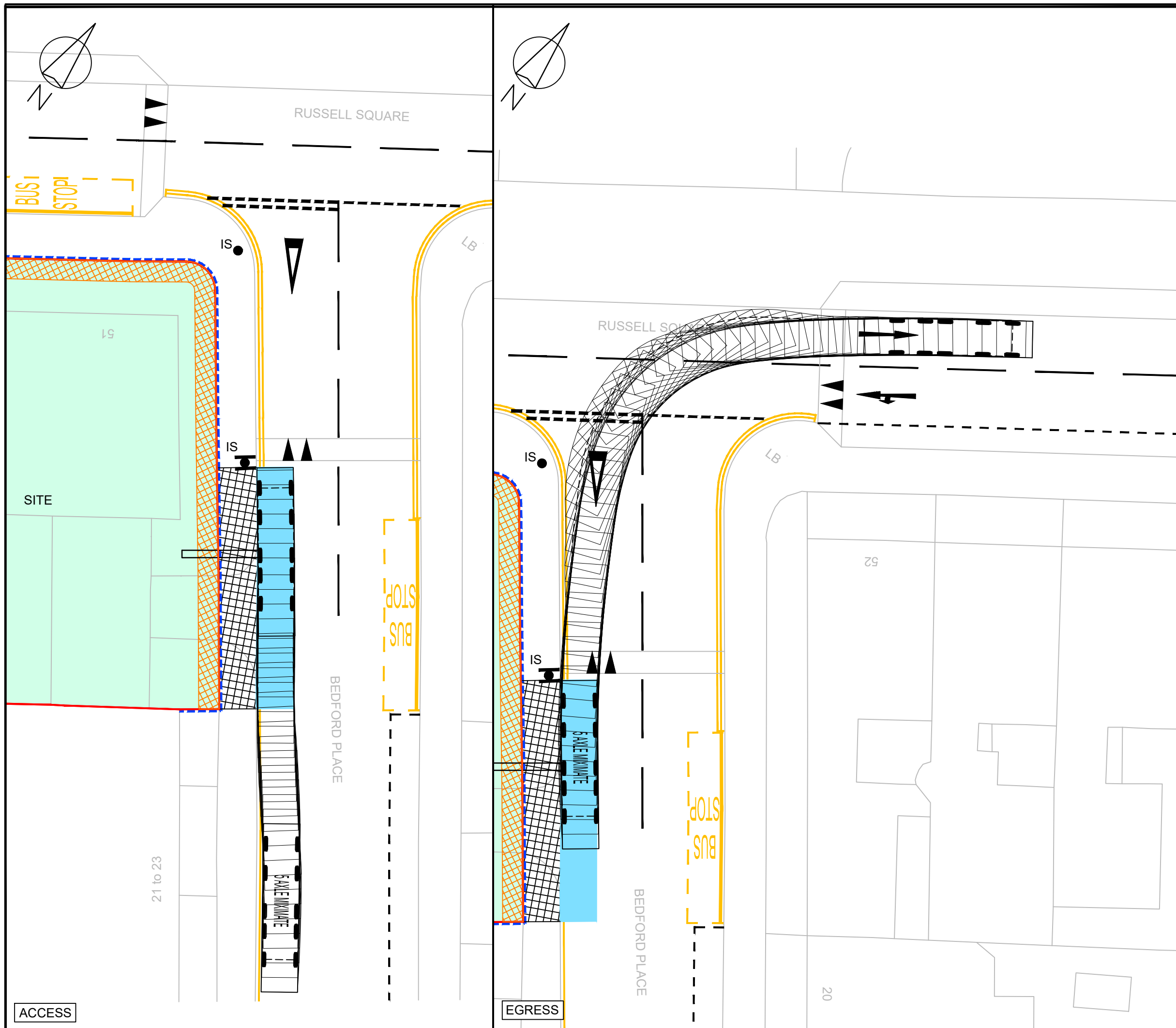
Drawing Title
**Vehicle Swept Path Analysis
10.2m Large Tipper**

Scale	1:250	Size	A3
Drawn	MG	Checked	27.10.23
Checked	KM	Checked	27.10.23



111 - 113 Great Portland Street
London
W1W 6QQ
Tel. No. 0207 1000 753

Drawing Number	2023-4902-TR02	Rev	...
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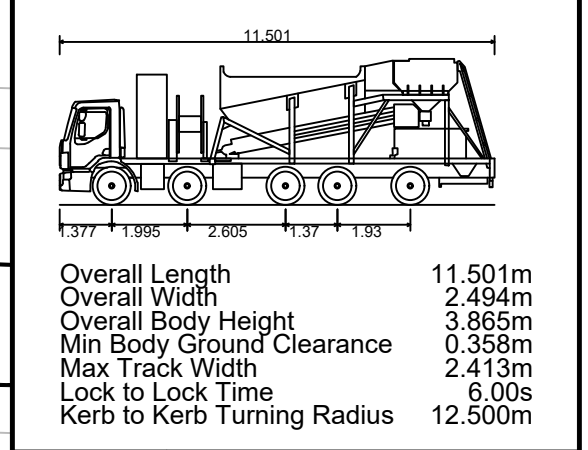


Rev	Details	Drawn	Checked	Date
...

NOTES :

- Do not scale from this drawing.
- This drawing to be read & printed in colour.
- This drawing is for illustrative purposes only, and not for construction.

5 AXLE MIXIMATE



	FORWARD MOVEMENTS <i>(design speed - 5kph)</i>
	REVERSE MOVEMENTS <i>(design speed - 2.5kph)</i>

Client
...

Project
50 - 51 Russell Square

Drawing Title
**Vehicle Swept Path Analysis
11.5m Miximate Concrete Mixer**

Scale	1:250	Size	A3
Drawn	MG	30.10.23	
Checked	KM	30.10.23	



111 - 113 Great Portland Street
London
W1W 6QQ
Tel. No. 0207 1000 753

Drawing Number	2023-4902-TR03	Rev	...
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