Construction Management Plan

(DRAFT)

Version 1

Project – 31 Southampton Row

Camden

Contents

Revisions & additional material

Please list all iterations here:

Date	Version	Produced by
24th April 2024	**0**	**Alchemy Asset Management / Workman**
30th April 2024	**1**	**Alchemy Asset Management / Workman**

Additional sheets

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

Date	Version	Produced by
29th April 2024	**22226-MA-XX-DR-C-0008-P09**	**Markides Associates**
29th April 2024	**22226-MA-XX-DR-C-0008-P05**	**Markides Associates**
29th April 2024	**Cumulative Impact Area Statement & Checklist**	**StructureTone**

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.

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.**"

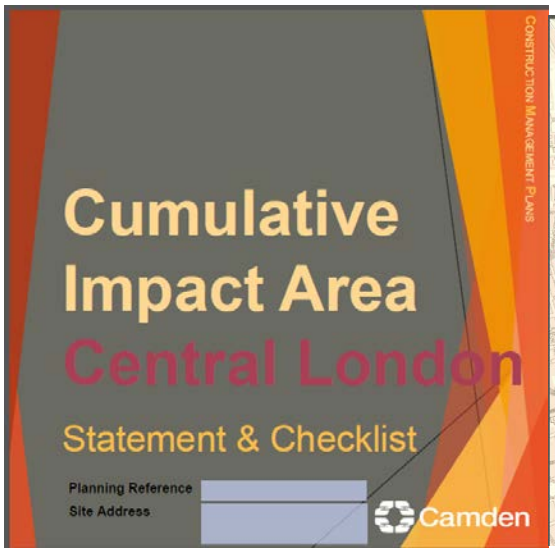
Please complete the questions below with additional sheets, drawings and plans as required. The boxes will expand to accommodate the information provided, so please provide as much information as is necessary. It is preferable if this document, and all additional documents, are completed electronically 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.

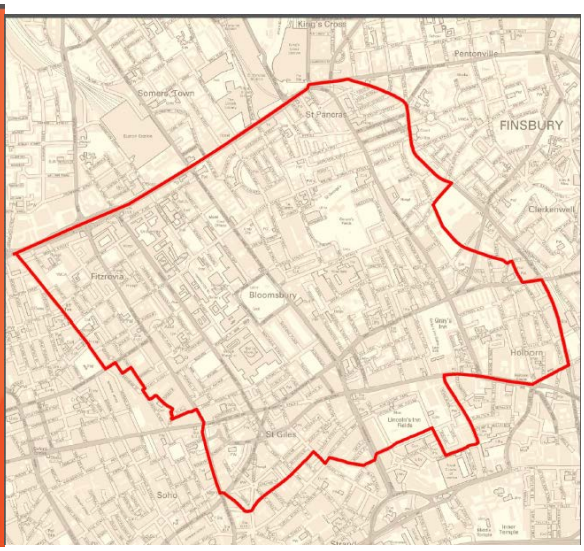
(Note the term 'vehicles' used in this document refers to all vehicles associated with the implementation of the development, e.g. demolition, site clearance, delivery of plant & materials, construction etc.)

Revisions to this document may take place periodically.

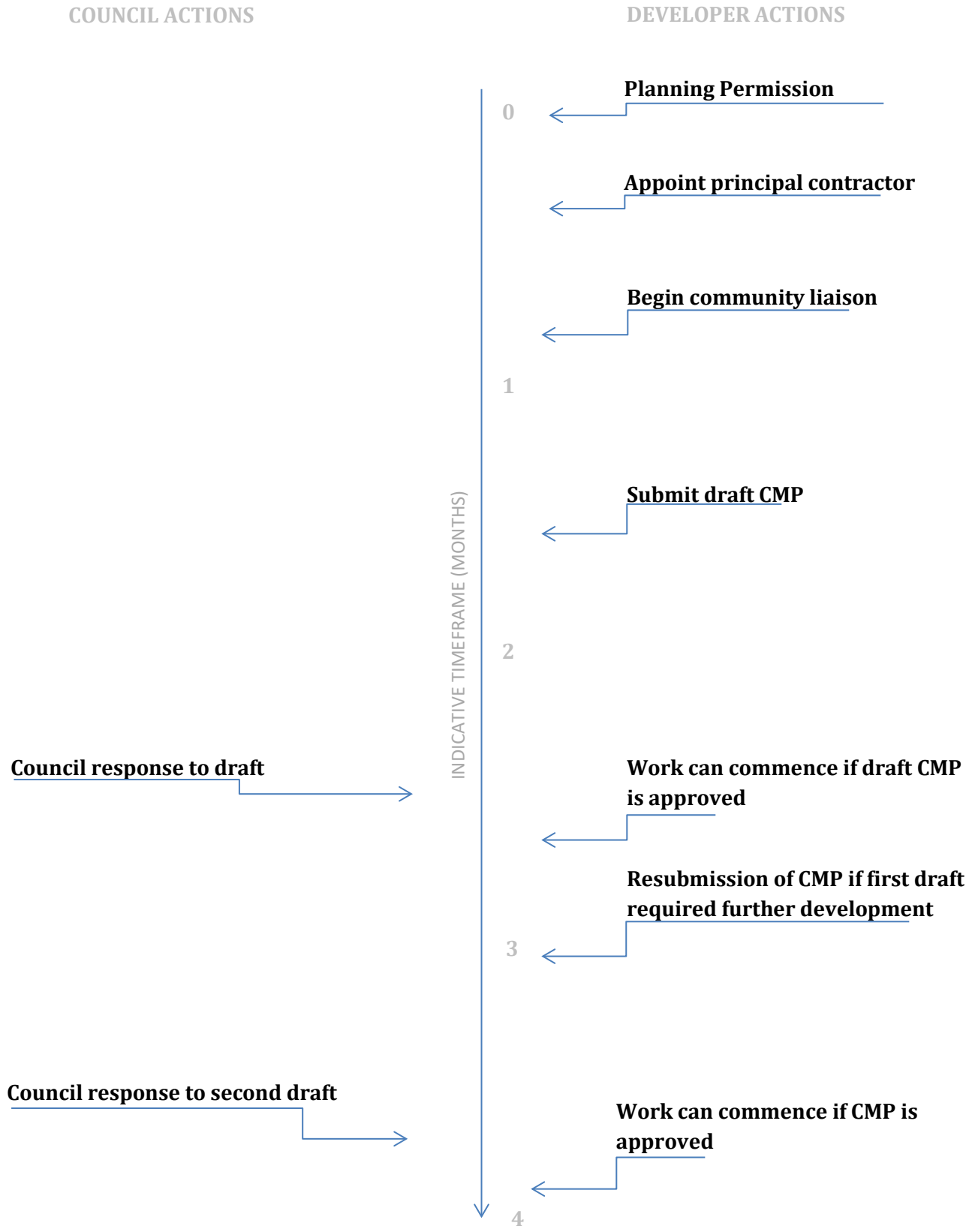
IMPORTANT NOTICE: If your site falls within a Cumulative Impact Area *(as of 03/02/2020 to 03/08/2020 there is only one established CIA for the Central London area)* you are required to complete the CIA Checklist and circulate as an appendix to the CMP and included as part of any public consultation – a CMP submission will not be accepted until evidence of this has been supplied.

The CIA Checklist can be found at https://www.camden.gov.uk/about-construction-management-plans#sumf





Timeframe


COUNCIL ACTIONS
DEVELOPER ACTIONS
Planning Permission
0
Appoint principal contractor
Begin community liaison
1
Submit draft CMP
INDICATIVE TIMEFRAME (MONTHS)
2
Council response to draft
Work can commence if draft CMP is approved
Resubmission of CMP if first draft required further development
3
Council response to second draft
Work can commence if CMP is approved
4

Contact

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

Address: 31 Southampton Row, WC1A 2RA

Planning reference number to which the CMP applies: TBC

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

Name: Ed Moore (Workman/Venture Project)

Address: 80 Cheapside, London, EC2V 6EE

Email: edward.moore@workman.co.uk

Phone:

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: *Gavin Noonan (Project Manager)*

Address: 77 Gracechurch Street | 1st Floor | London | EC3V 0AS

Email: gavin.noonan@structuretone.co.uk

Phone: 07494045539

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

Name: Lee Pestell (Senior Construction Manager)

Address: 77 Gracechurch Street | 1st Floor | London | EC3V 0AS

Email: Lee.Pestell@structuretone.co.cuk

Phone: 07840714018

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: *Jim Tipple (Project Director)*

Address: 77 Gracechurch Street | 1st Floor | London | EC3V 0AS

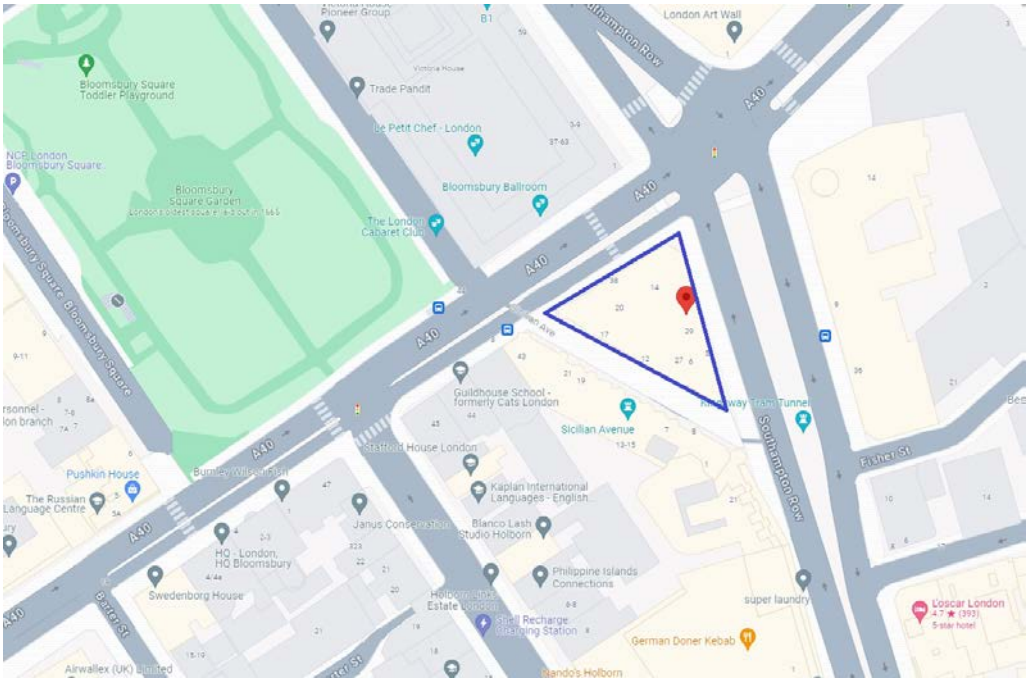
Email: jim.tipple@structuretone.co.uk

Phone: 07522185666

Site

6. Please provide a site location plan and a brief description of the site, surrounding area and development proposals for which the CMP applies.

The Project is for the refurbishment of 31 Southampton Row.



The proposed refurbishment project at 31 Southampton Row which encompasses the enhancements to the internal layout, which involves creating a new entrance on Sicilian Avenue for office use and reconfiguration of all the office floors (1-4) in building. The refurbishment includes updated mechanical and electrical systems designed to accommodate the new layout on the office floors. The retail units at ground floor will be reconfigured and brought up to modern specification while maintaining the heritage elements. The residential entrance will be reconfigured to Vernon Place and the units will stay as is on the fifth floor.

The objective of the refurbishment of the office floors (1-4) is to prepare the premises as a Category A space for future tenants. To achieve this, the project includes the installation of new ceilings and raised floors throughout the property.

31 Southampton Row is located on Southampton Row, with its entrance situated north of Holborn tube station. It's worth noting that this building access is quite restricted as its two main elevations facing the A40 on the north side, and Southampton Row to the east. As it is a triangular shaped building, the third and last elevation faces Sicilian Avenue. All servicing to the building will need to be done via loading area before the cycle lane on Southampton Row.

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 refurbishment involves physical alterations to 31 Southampton Row, followed by a Category A office fit-out of the building. A comprehensive refurbishment is planned for the ground floor and basement of 31 Southampton Row which will provide various retail units and a cycle/shower hub for the building tenants.

Structural Works:

For 31 Southampton Row, sections of the brickwork walls on all floors will be taken down and replaced with steelwork to open up the space. The new steel frame will extend up to the roof, creating a new steel plant deck.

Category A Fit-Out:

Following the structural works, the building will undergo a Category A office refurbishment, involving the installation of new services throughout, as well as new ceilings and raised floors on all office levels. The ground floor reception for the office usage which you enter off Sicilian Avenue, and the residential which you enter off of Vernon Place, will receive a high-specification Category B fit-out. A section of the basement will also be converted into a comprehensive shower, changing and bike storage facilities.

The retail units on the ground and basement floor will be modernised, waterproofed and opened up into larger units for modern retail left as-is for future tenants. All mechanical and electrical systems, as well as public health pipework, will be designed to accommodate the new layout. The lifts will be upgraded to modern standards, alongside the refurbishment of the historical staircase. Due to the programme of works, we will need to bare in mind the activity of the newly completed retail units in Vernon & Sicilian House.

Residential:

The residential units will remain as close to their current spatial layout as possibly. Due to the alternation of the spaces below, some minor layout alterations will be required but the project will avoid alterations if possible.

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

The project milestone dates are as below:

1) Mobilisation period
2) Main construction works.
3) Fit out works.

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

We confirm that the proposed working hours for the project are:
• 8.00am to 6pm on Monday to Friday
• 8.00am to 1.00pm on Saturdays
• No working on Sundays or Public Holidays

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 site is situated in a predominantly commercial area, surrounded by various commercial buildings, with some residential properties also in close proximity. Southampton Place, this section of Southampton Row, and Vernon Place are among the nearby roads that feature a mix of commercial and residential addresses. Our research indicates that there are a total of 41 businesses and 21 residential properties directly adjacent to the site along these named roads.

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**.

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

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

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

Throughout our work on the project next door, 21 Southampton Row and Vernon & Sicilian House, we created and gathered momentum in support of the project by engaging with the local community early in the CMP process and have continued this throughout the construction process. We plan to replicate this process by engaging with various stakeholders, including Transport for London (TfL), Camden Cyclists, the London Cycling Campaign, Bloomsbury Tenants' and Residents' Association, and Central District Alliance.

On the project next door, we led a consultation workshop with Transport for London that saw the participation of representatives from the local community, cycling groups, businesses, and the professional team involved in the project. We found this experience invaluable to learn how the project can positively affect the neighbours and plan to do the same process on this project.

We also learned that valuable feedback was gained by distributing letters to neighbours of the surrounding areas. This group will include residents, businesses, and other crucial stakeholders within a specified area. The primary aim of these letters will be to extend an invitation, inviting them to provide feedback on the CMP once it is developed.

We will also locate a draft CMP on a project website which will be optimised for easy discoverability through search engines. The website will prioritise accessibility and translation services to ensure inclusivity. It will serve as a platform for future updates, newsletters, and allow residents to register for notifications. The CMP will consider the feedback received during the engagement with the wider community. Revisions of the CMP will be uploaded to the website, and notifications sent to all registered participants to keep them informed.

To facilitate communication and feedback throughout the construction phase, an email will be set up for general inquiries and CMP feedback. This email will be regularly monitored.

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.

A Construction Working Group (CWG) will be established. The project website will serve as a platform for communicating regular updates to the local community once the project commences. Meetings will be conducted virtually, with their frequency contingent on emerging updates. The invitees will encompass all parties initially consulted on the Construction Management Plan (CMP) as previously mentioned.

13. Schemes

Please provide details of your Considerate Constructors Scheme (CCS) registration. Please note that Camden requires enhanced CCS registration that includes CLOCS monitoring. Please provide a CCS registration number that is specific to the above site.

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.

We will work with our contractors to read and understand the Guide for Contractors Working in Camden. It will be a project requirement that they agree to abide by it.

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 following projects located near Holborn Links (Bloomsbury Quarter) are as per the below:

1) 21 Southampton Row and Vernon & Sicilian House
2) Central St Martins Lethaby Building,
3) The refurbishment of Victoria House on Bloomsbury Square.

Structure Tone will contact and start dialogue with these projects to compare their logistics plans and commitments alongside their own, with a view to start holding monthly logistic meetings.

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 enhanced CCS site registration, 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.

15. Name of Principal contractor:

Structure Tone, 77 Gracechurch Street, 1st Floor, London ECV3 0AS.

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

Compliance with CLOCS will be structured into three phases.

Stage 1 – Procure subcontractors and suppliers that comply to the requirements of the CLOCS standards with ALL drivers of vehicles over 3.5t will have undertaken Safe Urban Driver training, and that all vehicles over 3.5t will be fitted with blind spot minimisation equipment (Fresnel lens/CCTV) and audible left turn alerts.

Stage 2 - Site Checks for driver/vehicular compliance with CLOCS – Non-compliance to be risk assessed, appropriately mitigated and re-addressed through the procurement process.

Stage 3 - 6 Monthly compliance audit.

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:

Structure Tone and their supply chain will be compliant with CLOCS.

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.

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.

After examining the site from all aspects, we have found that using the same access strategy as was used for 21 Southampton Row best maintained the safety of users, so we are proposing to continue the same strategy as was agreed for this building with minor alterations to allow for us to most affectively access 31 Southampton Row.

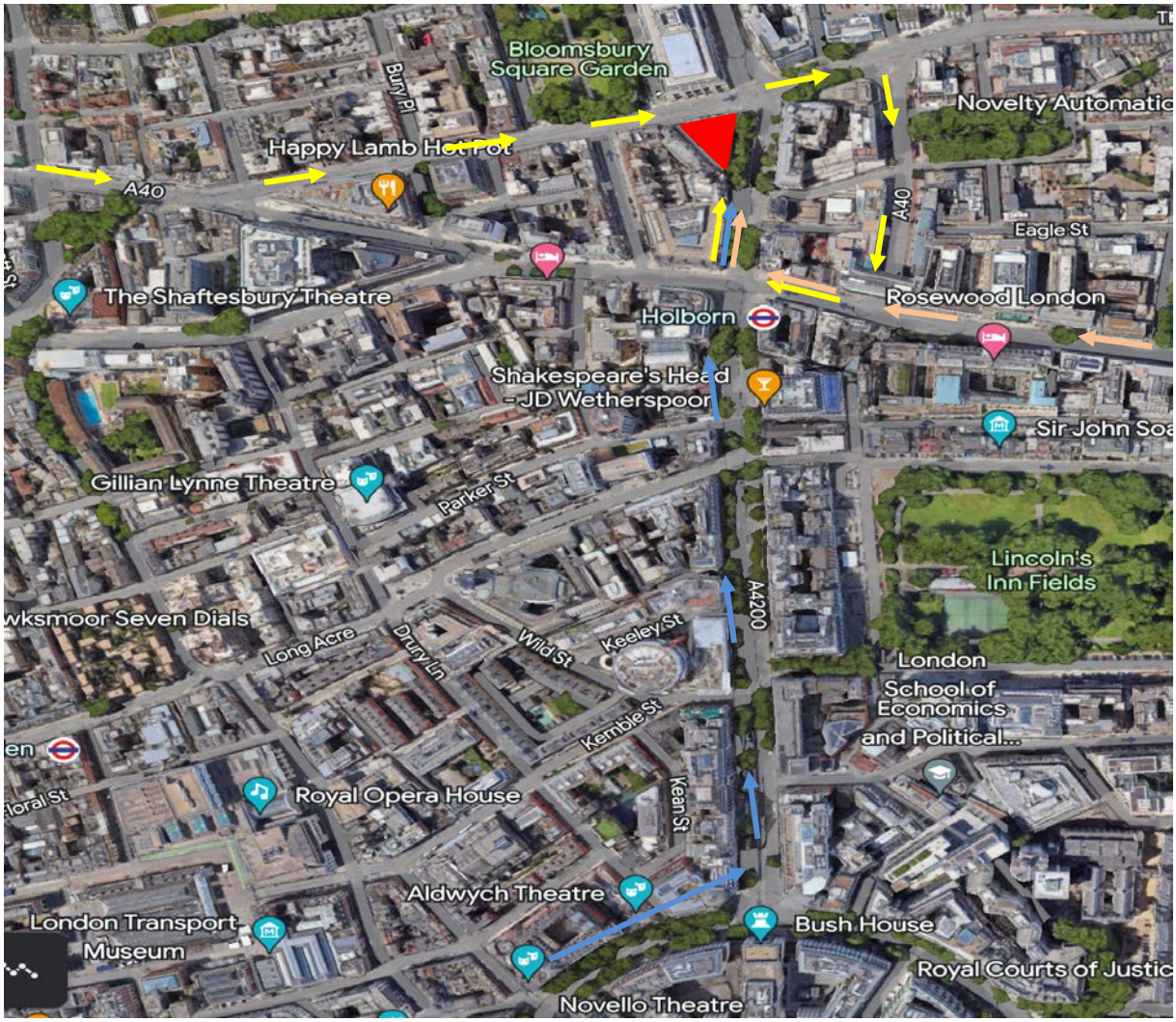
The site has relatively easy directions and approaches from the East, West and South directions towards site from both the A40 and along via the A4200.

Eastbound along A40 turning right following the one way back towards Holborn Tube Station. Turn right at Junction of A40 and A420, turn right onto the A4200 head towards site.

Northbound along A4200 approaching Holborn Tube station from the south. Straight ahead at junction of A40 and A4200 towards site.

Westbound along A40. Turn right at junction of A40 and A4200 head towards site.

Construction Site.



Sb. 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.

31 Southampton Row is surrounded by a bike lane on Southampton Row and a red route and cycle lane on Vernon Place which makes accessing this building from the roads directly in front of it, very complex. Throughout our work on 21 Southampton Row and Vernon & Sicilian Houses we feel that we have created a safe and effective approach to the deliveries therefore we felt that it was most sensible to use the same pit lane to service the works on 31 Southampton Row, as it is now a tried and tested strategy which has maintained the safety of all and allowed for cyclists, local traffic and construction access to co-exist safely.

Overlapping the construction programmes of 21 Southampton Row and 31 Southampton Row has allowed us to maintain the pit lane without affecting the use of 21 Southampton Row.

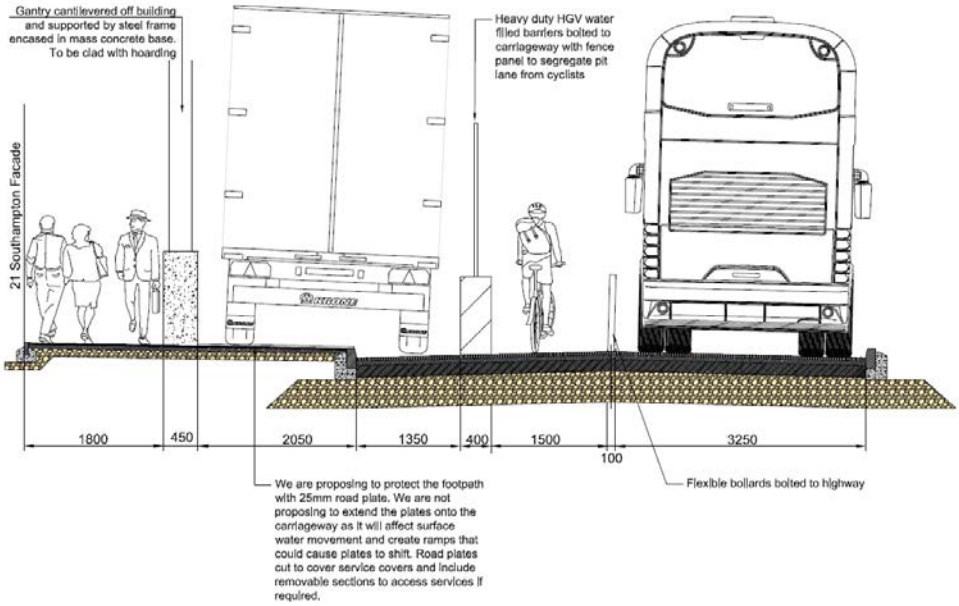
All Subcontractors and Suppliers will be issued the following plans at pre-start, which will also form part of their order: The Principal Contractor shall instruct ALL sub-contractors to ensure their works are both in accordance with this plan, legislation and to include the following = CMP, Construction Phase, Traffic Management Plans and shall be communicated and adopted by all parties involved in the project.

Throughout the Construction Programme (November 2024 – December 2025).

a. All deliveries will come in via the 1-way system along the A4200.
b. All deliveries to be planned in a JIT (just in time) method and booked via a transport booking in system. As this will be a second site working from the same pit lane, heavy coordination will be necessary even though 21 Southampton Row works will be tapering down by this time as they will be completing internal fit-out works.
c. Holding point for vehicles will be directly within the pit lane and unloading area directly outside the frontage of 21 Southampton Row.
d. All deliveries will be via this area. Unloading will generally be via the tower crane located within Sicilian Avenue away from all method and form of traffic. This method will assist with speeding up the unloading process to omit and reduce any delay to traffic.
e. Note, Vehicle sizes not to exceed a trailer length as per swept path analysis.
f. Existing hardstand and Tarmacadam Road within the pit lane will be used (protected) to allow unloading of plant and material along the protected surface to the crane.
g. A Temporary Traffic Order will be in place for the whole duration of the project, trained traffic management and lifting teams will also be in place when pit lane and crane is in use.

Protected Pedestrian Walkway Along Southampton Row –

The existing walkway will be protected by a scaffold protection deck with a 20kN bearing capacity. This will be the full width of the walkway will be in use for the public for the whole duration of the works. As shown below. The colours of this hoarding have been coordinated with TFL to ensure it is compliant with the requirements of partially sighted individuals.



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 will 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 within the pit lane 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**.**

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 large construction vehicle movements will be restricted to the hours of 9.30am to 4.30pm on weekdays and between 8.00am and 1.00pm on Saturdays. Smaller deliveries will not be impacted.

External scaffolding phase

- 5/10 flatbed lorries per week

Demolition phase

- 1 or 2 plant delivery flatbed lorries per week
- 4/5 tipper or large skip lorries per day for demo arisings and masonry
- 5/6 smaller type skip lorries per week for segregated waste streams such as scrap metal

Structural reconstruction phase

- 5/6 17.5t flatbed lorries per week delivering steel, reinforcement etc
- 3 /4 concrete lorries bi-weekly as works progress
- 1 concrete pump on days when concrete is due on site
- 2/3 smaller skip lorries
- 2/3 tipper or large skip lorries for remaining masonry waste

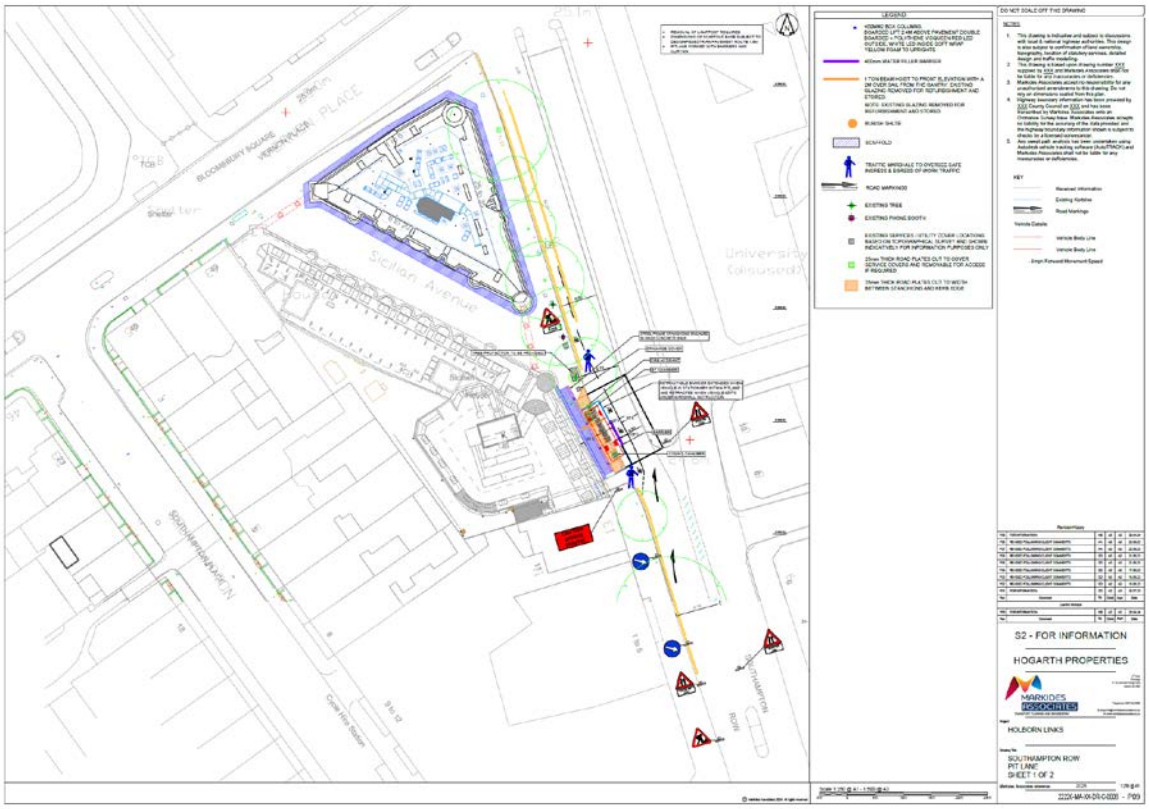
Fit out phase

- 5/6 flatbed lorries for general material deliveries
- 3 /4 smaller skip lorries for site waste
- 5/6 van deliveries

b. 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.

TBC.

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



See appended plan (22226-MA-XX-DR-C-0008 Pit Lane P09) for larger format for further detail.

d. 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.

Not required.

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

To be explored.

f. 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).

Site signage will be displayed informing ALL drivers that engines MUST to be switched off when waiting.

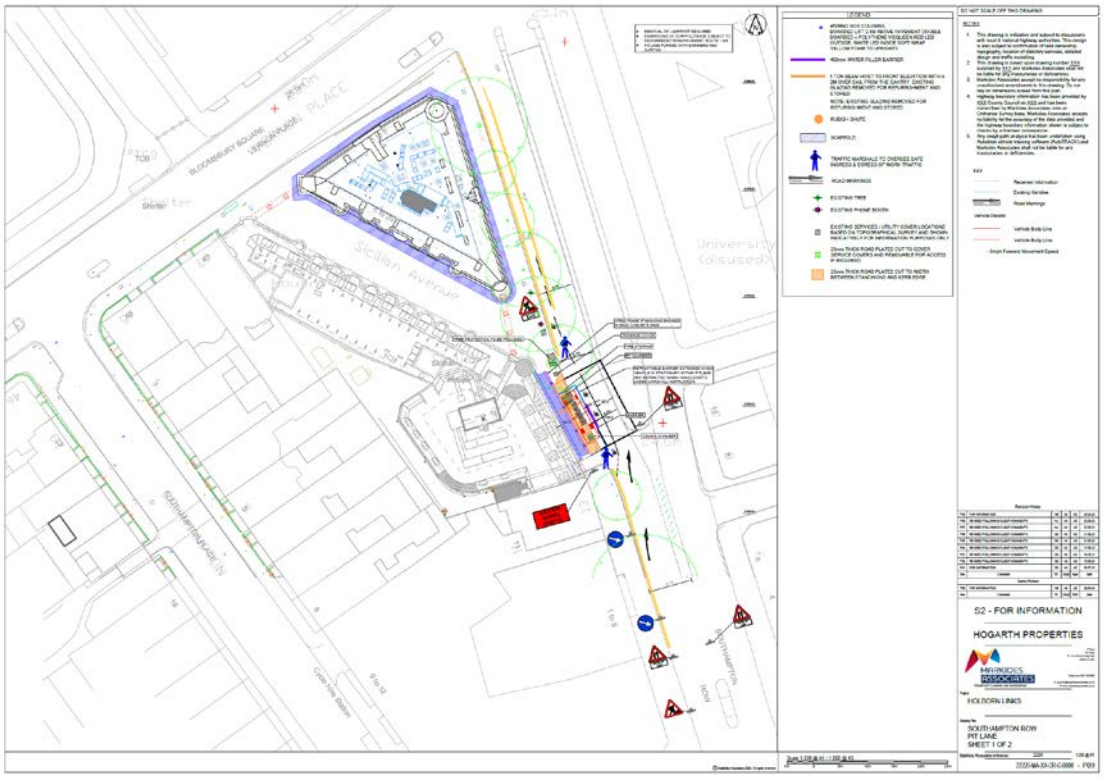
20. Site access and egress: *"Clients shall ensure that access to and egress from the site is appropriately managed, clearly marked, understood and clear of obstacles."* (P18, 3.4.3)

This section is only relevant where vehicles will be entering the site. Where vehicles are to load from the highway, please skip this section and refer to Q23.

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 access and egress points on a map or diagram. If this is attached, use the following space to reference its location in the appendices.



See appended plan (22226-MA-XX-DR-C-0008 Pit Lane P09) for larger format for further detail.

b. Please describe how the access and egress 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.

Access and egress of construction vehicles will be managed in and out of site using a pit lane as shown in the appended plan (22226-MA-XX-DR-C-0008 Pit Lane P09).

- Vehicles entering the pit lane will partially mount the footway to create a wider passing lane for a mix of cyclists and vehicles. This will be managed with traffic management measures to protect the entry to the pit lane and ensure a comfortable width for vehicles and cyclists, allowing a segregated cycle lane adjacent to the pit lane.
- Entry and exit points for vehicles will be clearly marked and obstacle-free, and gates will be used to control access to the site.
- Adequate working areas will be provided around parked vehicles to allow for the safe opening of vehicle doors.
- Trained traffic marshals will be present to oversee the movement of all traffic, particularly pedestrians and cyclists, ensuring their safety when vehicles are entering or leaving the site. Vehicles do not need to turn across traffic streams or cycle lanes to enter the pit lane.
- During the demolition phase, there will be no reversing manoeuvres on-site.
- Traffic marshals will have the necessary qualifications and training to direct large vehicles and will be equipped with appropriate signage for traffic control.
- Signage will be positioned by traffic marshals in accordance with the swept path analysis, ensuring clear paths for roadside deliveries and waste removal.
- Traffic marshals will ensure that delivery curtains, designed to minimise dust pollution, are in place before waste removal operations.
- These measures aim to create a safe and well-managed traffic flow, minimising any potential disruptions and ensuring the smooth operation of deliveries and waste removal activities.
- We are proposing to implement a Memorandum of Understanding (MOU) for site logistics during the site works with the objective of ensuring the safe and efficient operations of the site during construction.

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

Appended to this document (22226-MA-XX-DR-C-0008 Pit Lane P09).

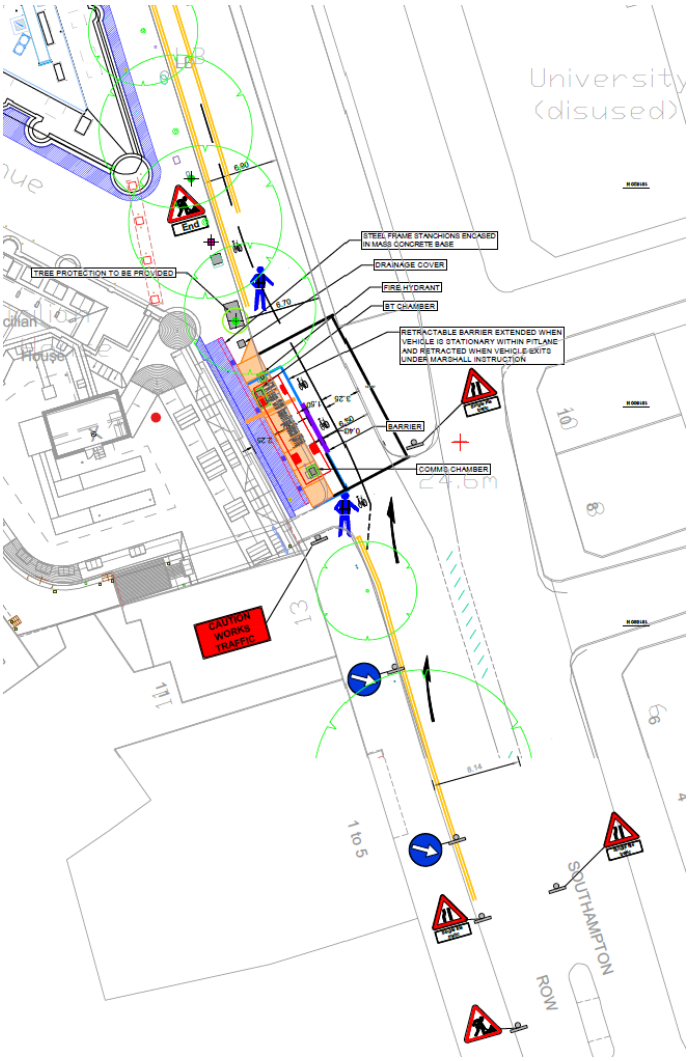
d. Provision of wheel washing facilities should be considered if necessary. If so, please provide details of how this will be managed and any run-off controlled. Please note that wheel washing should only be used where strictly necessary, and that a clean, stable surface for loading should be used where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

Not required.

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 place off-site on the public highway. If loading is taking place on site, please skip this section.

a. please provide details of the parking and loading arrangements for construction vehicles with regard to servicing and deliveries associated with the site (e.g. delivery of materials and plant, removal of excavated material). This is required as a scaled site plan, showing all points of access and where materials, skips and plant will be stored, and how vehicles will access and egress the site. If 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.



- Loading/unloading of materials will take place in the pit lane as shown above in 20b.
- Small item deliveries will be taken to the building via Sicilian Avenue and the entrance that we are creating to the building there. Sections of Sicilian Avenue will need to remain closed during the works to protect pedestrians from the transport of goods.
- Existing gates to remain closed and only opened for deliveries. All deliveries and gates to be supervised by a traffic marshal.
- The approach to loading and unloading will remain under review by Camden and will be revisited if Camden deem that public safety is being unacceptably compromised. Where necessary all loading and unloading will be suspended from the highway until a satisfactory resolution is agreed.

See appended plan (22226-MA-XX-DR-C-0008 Pit Lane P09) for further detail.

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, if this differs from detail provided in Q20 b.

See Q20b.

Street Works

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

Please note that there is a two week period required for the statutory consultation process to take place as part of a TTO.

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

If the site conflicts with a bus lane or bus stop, please provide details of preliminary discussions with Transport for London in the relevant sections below.

22. Site set-up

Please provide a scaled plan detailing the local highway network layout in the vicinity of the site. This should include details of on-street parking bay locations, cycle lanes, footway extents, relevant street furniture, and proposed site access locations. If these are attached, use the following space to reference their location in the appendices.

See appended plan (22226-MA-XX-DR-C-0008 Pit Lane P09) for detail.

23. Parking bay suspensions and temporary traffic orders

Parking bay suspensions should only be requested where absolutely necessary and these are permitted for a maximum of 6 months only. For exclusive access longer than 6 months, you will be required to obtain a Temporary Traffic Order (TTO) for which there is a separate cost.

Please provide details of any proposed parking bay suspensions and/or TTO's which would be required to facilitate the construction - include details of the expected duration in months/weeks. Building materials and equipment must not cause obstructions on the highway as per your CCS obligations unless the requisite permissions are secured.

Information regarding parking suspensions can be found here.

Not required.

24. Occupation of the public highway

Please note that use of the public highway for storage, site accommodation or welfare facilities is at the discretion of the Council and is generally not permitted. If you propose such use you must supply full justification, setting out why it is impossible to allocate space on-site. We prefer not to close footways but if this is unavoidable, you should submit a scaled plan of the proposed diversion route showing key dimensions.

a. Please provide justification of proposed occupation of the public highway.

See appended cross section (22226-MA-XX-DR-C-0008 P05 Southampton Row Cross Section P05) and appended plan (22226-MA-XX-DR-C-0008 Pit Lane P09) for further detail of footpath segregation.

b. Please provide accurate scaled drawings of any highway works necessary to enable construction to take place (e.g. construction of temporary vehicular accesses, removal of street furniture etc). If these are attached, use the following space to reference their location in the appendices.

Below is the description of how the pit lane for 21 Southampton Row was agreed to be installed. We are not proposing to alter this in any way, but have given a description of the works that were required to produce a safe pit lane which we are now proposing to use to service 31 Southampton Row.

The construction of the pit lane encompasses elevating a portion of the roadway to align with the current footpath level, forming a flat surface for vehicle parking. Cold pressed asphalt was utilised to elevate the roadway in conjunction with the existing footpath. To ensure proper water drainage, a drainage channel was implemented. Additionally, robust steel road crossing plates were positioned to span the footpath and roadway, evenly distributing loads and safeguarding utilities. See appended cross section (22226-MA-XX-DR-C-0008 P05 Southampton Row Cross Section P05) and appended plan (22226-MA-XX-DR-C-0008 Pit Lane P09) for further detail of footpath segregation.

Temporary removal and relocation of the street sign on 21 Southampton Road will be required to enable the construction of the pit lane.

25. Motor vehicle and/or cyclist diversions

Where applicable, please supply 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. If these are attached, use the following space to reference their location in the appendices.

Not required.

26. Scaffolding, hoarding, and associated pedestrian diversions

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

Any work above ground floor level may require a covered walkway adjacent to the site. A licence must be obtained for scaffolding and gantries. The adjoining public highway must be kept clean and free from obstructions, and hoarding should not restrict access to adjoining properties, including fire escape routes. Lighting and signage should be used on temporary structures/skips/hoardings etc. A secure hoarding will generally be required at the site boundary with a lockable access.

a. Where applicable, please provide details of any hoarding and/or scaffolding that intrudes onto the public highway, describing how pedestrian safety will be maintained through the diversion, including any proposed alternative routes. Please provide detailed, scale drawings that show hoarding lines, gantries, crane locations, scaffolding, pedestrian routes, parking bay suspensions, remaining road width for vehicle movements, temporary vehicular accesses, ramps, barriers, signage, lighting etc. If these are attached, use the following space to reference their location in the appendices.

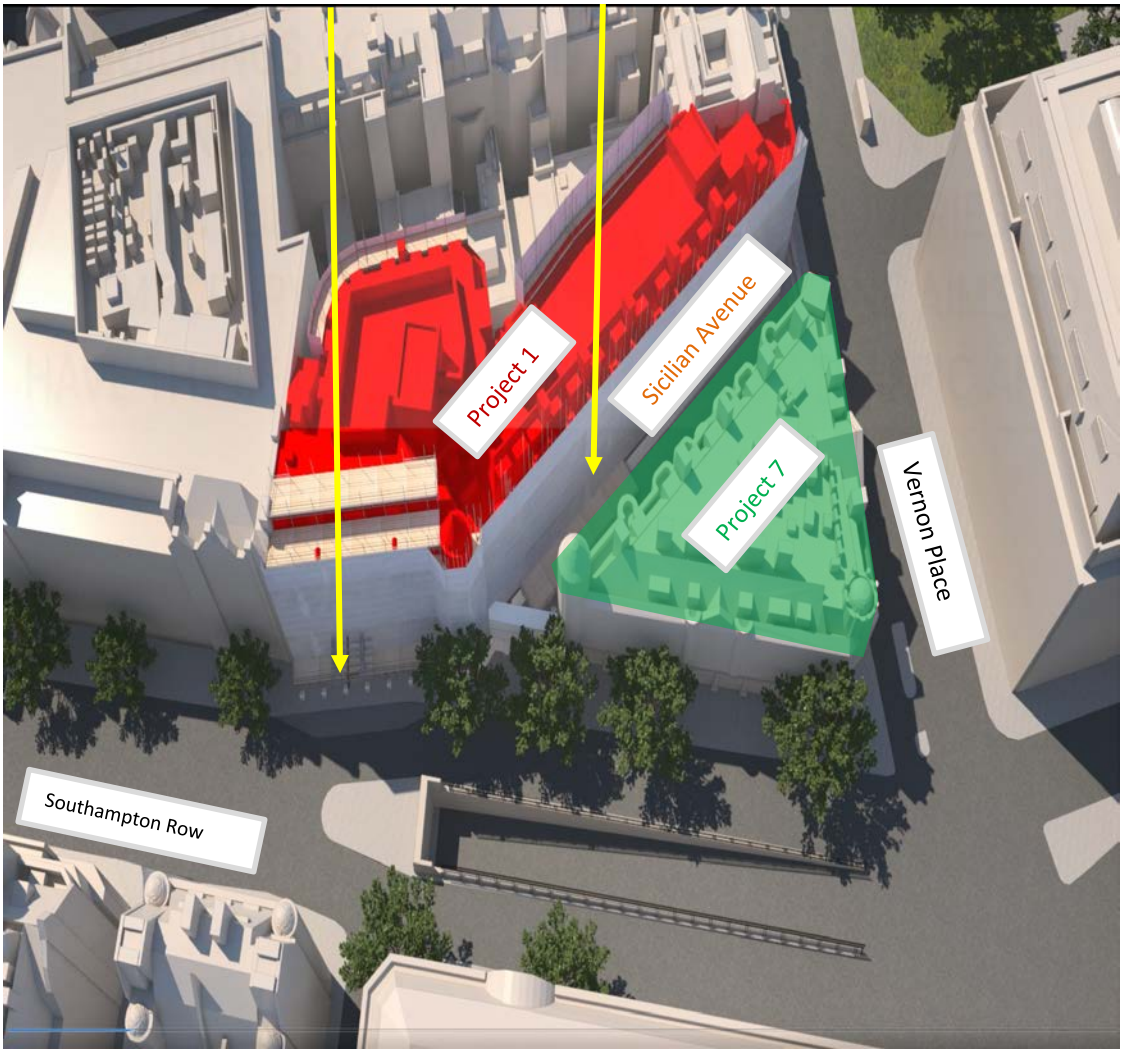
One of the positives of using the scaffold and gantry we have already agreed for 21 Southampton Row is that it is already installed so there will be little, if any further disruption to set up the temporary installation.

Any alterations that are required to make the space work most effectively for 31 Southampton Row will be carried out during a night-time period. This will ensure that public and vehicle safety will be maintained during the erection process by omitting the interaction between the workforce and all foot and vehicular traffic.

b. Please provide details of any other temporary structures which would overhang/oversail the public highway (e.g. scaffolding, gantries, cranes etc.) If these are attached, use the following space to reference their location in the appendices.

21 Southampton Row to be serviced by pavement gantry extending to kerb side. Internal standards of scaffold to be hoarded in line with Camden specification.

Pit lane Crane location



Protected pedestrian walkways through Sicilian Avenue, will always be maintained and kept clear.

The workforce will access site via overhead gantry to minimise public inter-action.

27. 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.

All utility works are contained within the site boundary.

Environment

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

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

Erection and dismantling of the perimeter scaffolding to 31 Southampton Row on all three sides.

Demolition of internal walls to 31 Southampton Row.

Installation of new steelwork to the roof of 31 Southampton Row.

29. Please confirm when the most recent noise survey was carried out (before any works were carried out) and provide a copy. If a noise survey has not taken place please indicate the date (before any works are being carried out) that the noise survey will be taking place, and agree to provide a copy.

As we have done for 21 Southampton Row, we will undertake a baseline noise and vibration monitoring assessment prior to construction starting to ensure that we set sufficient baselines. These will be presented within a Noise, Vibration & Dust Management Plan for the development.

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

Please refer to Acoustic Report submitted with the application, which assesses background noise levels.

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.

It is our intention to minimise noise out break by the use of acoustic screens around the walls being demolished. We will progressively demolish the areas required to minimise noise, dust and vibration.
We will only use new or newly serviced plant for the demolition to ensure that the equipment runs efficiently and minimises vibration, noise and dust.

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

We will be using Hann Tucker Associates to do these acoustic works. They are members of the Institute of Acoustics (IOA). All HTA employees are trained in BS 5228:2009, and we use the standard regularly in our line of work. Reference to BS 5228:2009 will be made within the Noise, Vibration and Dust Management Plan, and a copy of this report will be kept on site at all times.

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

We will prevent a dust nuisance from arising by containing and dust win the floor plate by keeping all potential dust escape routes sealed. We will dampening down the demolition as it progresses. Dust blocker air scrub cleaners will be run during the demolition works and for a period after the works cease on a daily basis to clear any dust particles for the air. All final clearing will be done with a class M vacuum cleaner to prevent dust escaping into the atmosphere.

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.

We do not envisage significate amounts of dirt or dust being spread on to the highway as there will not be any vehicles transiting from the site onto the public highway.

35. Please provide details describing arrangements for monitoring of noise, vibration and dust levels.

Continuous remote monitoring of noise, vibration and dust will be undertaken by Hann Tucker Associates for the full duration of the programme. The below plan locates where we envisage noise monitoring points to be located, but these will be finalised by Hann Tucker Associates in their Noise, Vibration & Dust Management Plan. As we do not have any party walls, vibration will be monitored but we don't envision this becoming an issue.

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

A risk assessment as well as detailed noise, vibration and dust analysis will be completed prior to completion of the final CMP. Detailed information outlining the summary of this analysis will be submitted with the final CMP.

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

A risk assessment as well as detailed noise, vibration and dust analysis will be completed prior to completion of the final CMP. Detailed information outlining the summary of this analysis will be submitted with the final CMP.

38. If the site is a 'High Risk Site', 4 real time dust monitors will be required. If the site is a 'Medium Risk Site', 2 real time dust monitors will be required. The risk assessment must take account of proximity to sensitive receptors (e.g. schools, care homes etc), as detailed in the

SPG. Please confirm the location, number and specification of the monitors in line with the SPG and confirm that these will be installed 3 months prior to the commencement of works, and that real time data and quarterly reports will be provided to the Council detailing any exceedances of the threshold and measures that were implemented to address these.

A risk assessment as well as detailed noise, vibration and dust analysis will be completed prior to completion of the final CMP. Detailed information outlining the summary of this analysis will be submitted with the final CMP.

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).

- Assessment: Conducting a thorough assessment of the site to identify potential pest issues, vulnerable areas, and factors that may attract pests.
- Prevention: Implementing preventive measures to minimise pest infestations, such as securing waste disposal areas, sealing entry points, and using appropriate construction materials that deter pests.
- Monitoring: Regularly monitoring the site for signs of pest activity, including droppings, nests, or damage caused by pests.
- Control Measures: Employing various pest control methods based on the specific pest species and the severity of the infestation. This may include baiting, trapping, chemical treatments, or physical barriers.
- Collaboration: Working with professional pest control companies or experts who specialize in managing pests in construction environments. They can provide advice, implement control strategies, and ensure compliance with relevant regulations.
- Documentation: Maintaining records of pest control activities, including inspections, treatments, and any necessary follow-up actions.

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

Asbestos surveys and removal works were carried out in January 2022 following the building strip out. We will complete another updated survey with our contractor ahead of starting on site.

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.

Designated smoking area to be installed. Toolbox talks to ensure appropriate behaviour from operatives on site.

42. If you will be using non-road mobile machinery (NRMM) on site with net power between 37kW and 560kW it will be required to meet the standards set out below. The standards are applicable to both variable and constant speed engines and apply for both PM and NOx emissions.

From 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 (11/2024 - 12/2025):

b) Is the development within the CAZ? (Y):

c) Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y):

d) Please provide evidence to demonstrate that all relevant machinery will be registered on the NRMM Register, including the site name under which it has been registered: (Y)

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: (Y)

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: (Y)

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: 30/04/2024.....

Print Name: Edward Moore.....

Position: Partner.....

Please submit to: planningobligations@camden.gov.uk

End of form.