



Date: 22nd December 2023

Residents Consultations Letter - 12 Pilgrim's Lane, London, NW3 1SN

Dear Sir/Madam

Following the receipt of planning permission (Reference: 2022/2398/P) for the proposed development at the above property, we are required, under the terms of the consent, to prepare a Construction Management Plan (CMP). You may access the complete CMP documentation via the link provided below:

LINK: <https://www.dropbox.com/scl/fo/wsvv6z36l0c9msw8ybzza/h?rlkey=pa9gghi082m2owxz1pgphk763&dl=0>

The CMP aims to ensure that the forthcoming construction activities cause the minimum possible disruption to residents and local traffic flow. As local residents, your insights and understanding of the neighbourhood context are invaluable. We would greatly appreciate your input on the proposed construction works.

As the residents, your insights are valuable for understanding the local context and shaping the best way to conduct this development. Hence, we invite your feedback concerning construction works, vehicle movements, parking, and working hours.

Our project involves merging two dwellings into one, including various construction and renovation stages. The detailed scope includes removing and replacing of existing two storey part including garage on northern side (next to no. 14) and replacement with a single storey garage extension, extending to rear and including a garage. Erection of lower ground/basement and ground floor extensions, extending to side and rear. Erection of two storey side extension (on southern side). Erection of roof extension to front two storey part and installation of three dormer windows at front and three dormer windows at rear.

To address potential impacts, especially regarding construction traffic and the location of the designated unloading area, we will distribute this letter and the CMP to residents of Pilgrim's Ln and Kemplay Rd, specifically the addresses listed below:

2a Pilgrim's Ln	18 Pilgrim's Ln	9 Pilgrim's Ln	3 Kemplay Rd
2b Pilgrim's Ln	20 Pilgrim's Ln	11 Pilgrim's Ln	6b Kemplay Rd
2 Pilgrim's Ln	22 Pilgrim's Ln	1 Kemplay Rd	6 Kemplay Rd
4 Pilgrim's Ln	24 Pilgrim's Ln	2 Kemplay Rd	8 Kemplay Rd
6 Pilgrim's Ln	26 Pilgrim's Ln	4 Kemplay Rd	
8 Pilgrim's Ln	28 Pilgrim's Ln	4a Kemplay Rd	
10 Pilgrim's Ln	5a Pilgrim's Ln	4c Kemplay Rd	
14 Pilgrim's Ln	7a Pilgrim's Ln	1a Kemplay Rd	
16 Pilgrim's Ln	7 Pilgrim's Ln	3 Kemplay Rd	

We identified these residents as potentially being the most affected by the proposed refurbishment works, especially concerning construction traffic and the location of the proposed designated unloading area inside the site.

The Sterling N3 Contractors Ltd team will adhere to industry best practices, prioritising neighbourhood and resident welfare. Before starting any potentially disturbing activities, our liaison personnel will inform directly affected residents, detailing the start date, nature of the works, and expected duration.

We will also arrange regular meetings to cover issues related to the job site, traffic management and public safety. In addition to safety awareness, management takes this opportunity to keep our field personnel and public informed about updated construction schedules, traffic management and other issues regarding active projects.

If a resolution or procedural improvement is possible, the team will be responsible for implementing such measures. Our liaison personnel will log, track, and resolve all complaints.

Our commitment includes minimising dust, noise, pollution, and traffic issues and maintaining open communication and teamwork with residents



We will conduct the work professionally and courteously and endeavour to cause as minor inconvenience and disruption as possible. However, there will inevitably be some disruption occasionally, although we will attempt to mitigate this as far as is practicable.

The works' critical activities associated with construction vehicles are:- demolition, substructure and structural work phases. The rubbish generated on-site will need to be removed and disposed of. We will manage this operation by using the workforce.

The waste material will be stockpiled within the skip located in a designated area (parking driveway) until a sufficient amount is stored to collect by a licensed waste removal company. It is anticipated that we will require approximately one lorry per week to remove the rubbish.

During these operations, the footway will be protected around the waiting lorry, and two banksman will manage the safety. The loading area for the lorry will be outside 12 Pilgrim's Lane, London, NW3 1SN, to accommodate the HGV during operation. All operations will be supervised by competent, qualified banksman

Scheduled Deliveries

During the main construction phase, there will be deliveries to the site. These will be supervised by competent, qualified banksman to ensure minimum disruption and the safe transference of all materials into the site. All material deliveries required by HGV will be unloaded onto the designated area at Pilgrim's Ln and taken directly to the site.

We anticipate a maximum of 3-5 deliveries a week during the peak period of activity. The average requirement for deliveries will be 2 HGV per week.

Site working hours will be from:

WORKING DAYS

Monday and Friday
Saturdays
Sunday,Bank Holidays

PERMITTED HOURS

08:00 am and 05:00 pm
08:00 am and 01:00 pm
No work to be scheduled

Construction traffic will only take place between the proposed hours:

Monday and Friday 09:30 am and 04:30 pm
Saturdays No no time
Sunday,Bank Holidays No no time

All 'high impact activities' (including all demolition and concrete-breaking works) will be carried out within the following 'restricted hours':

Monday and Friday Saturdays will be restricted to 9am - noon and 2pm-5.30pm
Saturdays: At no time, including Sundays and Bank/Holidays

We understand that Pilgrim's Lane's character as a narrow one-way street necessitates careful scheduling to avoid conflicts with municipal services. We will ensure that no construction traffic, including early morning deliveries, occurs on Thursdays to accommodate refuse or garbage collection by the council. Should there be any variations in the council's collection schedule, we will adjust our deliveries accordingly. This commitment also extends to the collection of garden waste.

We also acknowledge the importance of keeping the community informed about large deliveries that could impact their daily activities. Neighbors will be notified a week in advance for significant deliveries such as steel or windows, which provides an opportunity to adjust plans for events like house moves or furniture deliveries.

Our Site Safety Information board will be displayed on-site and visible to the public with a contact number. We will also provide newsletters outlining what is happening on-site in the next two weeks (i.e., type of work and number and size of vehicles) and contact details for any concerns or comments.

We also acknowledge the importance of keeping the community informed about large deliveries that could impact their daily activities. Neighbors will be notified a week in advance for significant deliveries such as steel or windows, which provides an opportunity to adjust plans for events like house moves or furniture deliveries.



Our responsibilities include managing the CMP, maintaining the Site Logistic Management Plan, ensuring compliance, and employing a dedicated site management team.

In addition to the standard expectations, we would like to highlight the following commitments:

- a) Site operatives will uphold the highest professional standards during their work.
- b) Site operatives will use designated welfare spaces and avoid congregating in any area that may cause disturbance to residents.

As Principal Contractors, our responsibilities include:

- a) Appointing a person responsible for the day-to-day implementation of the CMP.
- b) Maintaining, revising, and updating the Site Logistic Management Plan in accordance with industry-standard construction management approaches.
- c) Ensuring the requirements of the Site Logistic Management Plan are enacted at all levels.
- d) Employ a defined site management team and assign personnel to manage the site logistics
- e) Inducting all site personnel on the requirements of, and ensuring compliance with, the CMP and CoCP.

Detailed plans for the construction activities are outlined in the attached document, including steps to manage environmental impacts like noise, dust, and waste. We assure you that every possible effort will be made to keep these to a minimum.

We recognise the importance of building and maintaining relationships with all people and organisations affected by the construction of this project. We have an open-door policy about interaction with neighbouring premises.

Prior to our commencement on site, we will visit the surrounding properties immediately affected by the works to understand individuals' concerns and establish points of contact and methods of liaison. We will issue properties near the works a contact sheet and then, at regular intervals throughout the project, a newsletter detailing the nature of the works being carried out and future major work operations.

Contact names and numbers for the site will also be posted on the hoarding in line with the requirements of the Considerate Constructors Scheme. We will undertake to operate the project in accordance with the Considerate Constructors' code of practice and not only maintain a clean, tidy and safe site but also ensure that the requirements regarding the environment, site welfare facilities, the workforce and the general public are met.

David Pankiewicz, our Community Liaison Manager, will be your primary contact. He is available for any concerns or clarification needs regarding the project:

Name: Position: David Pankiewicz (Community Liaison Manager)
Contact: Offic : +44 (0) 78 7217 3132
davidp3132@gmail.com

Your insights would be precious to us, particularly those about construction traffic movement and operations. We encourage you to share your thoughts, as your perspective is integral to our planning and execution processes.

Please kindly email any comments or feedback no later than the 8th of January, 2024. Your prompt response will enable us to incorporate your views effectively as we refine our construction management plan

We eagerly anticipate your valuable feedback and remain at your disposal for further discussions.

Kind Regards,

David Pankiewicz (Community Liaison Manager)
On behalf of Sterling N3 Contractors Ltd