

# Construction Management Plan Pro-forma

# PRO-FORMA

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Queries: [planningobligations@camden.gov.uk](mailto:planningobligations@camden.gov.uk)

# CONSTRUCTION MANAGEMENT PLAN

## INTRODUCTION

**A Construction Management Plan (CMP)** should help developers minimise the impact of their construction on the surrounding community, both for the construction on site and the transport arrangements for servicing the site.

The completed and signed CMP should address how any impacts associated with the proposed works will be mitigated and manage the cumulative impacts of construction in the vicinity of the site. The level of detail included in a CMP will depend on the scale and kind 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 in [Transport for London's](#) (TfL's Standard for [Construction Logistics and Cyclist Safety \(CLOCS\)](#) scheme) and [Camden's Minimum Requirements for Building Construction \(CMRBC\)](#).

The approved contents of this CMP must be complied with unless otherwise agreed with the Council. The project manager shall work with the Council to review this CMP if problems arise in relation to the construction of the development. 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 for 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.

(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.)

## Section 1 – Site Contacts

**Q1. Please provide the full postal address of the site and the planning reference relating to the Construction works.**

Site Address: 40 Chester Terrace, NW1 4ND

Planning application reference: 2014/7699 Invalid and 2014/7850 Invalid

Type of CMP – Condition discharge / Section 106 planning obligation / Major sites framework

**Q2. Please provide contact details for the person responsible for submitting the CMP**

Name: Jamie Alnaimi

Address: 11 Carteret Street, London, SW1H 9DJ

Tel: 0207 834 0300

Email: j.alnaimi@londonprojects.co.uk

**Q3. Please provide the registered contact address details for the main contractor responsible for undertaking the works.**

Name: London Projects Limited

Address: 11 Carteret Street, London, SW1H 9DJ

Tel: 0207 834 0300

Email: j.alnaimi@londonprojects.co.uk

**Q4. Please provide full contact details of the site and project manager responsible for day-to-day management of the works.**

Name: Jamie Alnaimi

Address: 11 Carteret Street, London, SW1H 9DJ

Tel: 0207 834 0300

Email: j.alnaimi@londonprojects.co.uk

**Q5. Please provide full contact details of the person responsible for dealing with any complaints from local residents and businesses, etc. In the case of [Community Investment Programme \(CIP\)](#), please provide contact details of the responsible Camden officer.**

Name: Jamie Alnaimi

Address: 11 Carteret Street, London, SW1H 9DJ

Tel: 0207 834 0300

Email: j.alnaimi@londonprojects.co.uk

**Q6. Please provide full contact details of the person responsible for community liaison if different to above.**

Name:

Address:

Tel:

Email:

**Q7. 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: Jamie Alnaimi

Address: 11 Carteret Street, London, SW1H 9DJ

Tel: 0207 834 0300

Email: j.alnaimi@londonprojects.co.uk

## Section 2 – About the Site

**Q8. Please provide a site location plan and a brief description of the site, surrounding area and development proposals for which the CMP applies.**



As seen above, the property is number 40 Chester Terrace. The property is situated at the end of terrace at the junction with Cumberland Place, at the eastern point of Regents Park. The property itself comprises of 3 Floors and basement, all of which are to be completely refurbished as well as a new extension within the basement, beneath the north side garden.

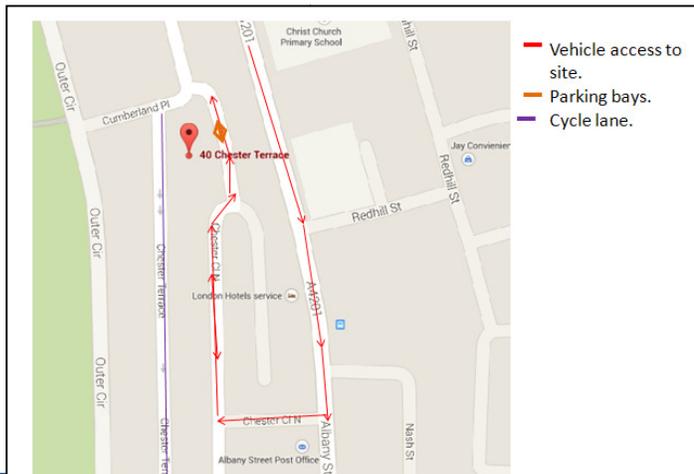
**Q9. Please provide a very brief description of the construction works including the size and nature of the development and details of the main issues and challenges (e.g. narrow streets, close proximity to residential dwellings).**

The existing property is to have the garden landscaped in order to accommodate the new basement. Many of the internal walls throughout the house are to be demolished and rebuilt as well as a new window being fitted to the North West facing elevation. These works will give the property an increased size of approximately 6,300 sq ft from 4,700 sq ft. The new space in the basement will include a Hammam, swimming pool with built in wave machine (lap pool), gymnasium and wine cellar. New staircases will be constructed to allow access within the property. The basement will be constructed with contiguous piling and underpinning applied to the external walls of the existing structure.

**Q10. 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 nearest receptor of the project, after the immediate neighbours, is Christ Church Primary School located on Albany Street. This has played a key role in the planning of the works as the main occupant is young children. However as there is a row of houses located between the site and the school we are certain that our works will cause minimum disruption to the school and its pupils.

**Q11. 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 and proposed site access locations.**



**Q12. 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 useful).**

Site Set up & protection zone – 15 days  
Demo and strip out – 30 days  
Mass dig, basement and underpin works – 110 days  
Full fit out and internal installation – 9 months  
Overall programme - 11 months

**Q14. 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.**

It is anticipated that the water supply will have to be upgraded to accommodate the new swimming pool and hammam being installed. Discussions will take place with Thames Water to with regards to the water supply being adequate for the project.

It is anticipated that the existing gas and electrical supplies shall be sufficient for the project, however, should they need to be upgraded, it will be arranged that all services will enter the site to the same location where possible. If it is unfeasible to locate new services at the same point on site, they will be distributed to the closest point of access from a main road, allowing for minimal disruption due to trenches being dug.

**Q13. Please confirm the standard working hours for this 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**

8am-5pm Monday – Friday  
8am-1pm Saturday  
No working on Sundays or Public Holidays

**Q15. Please confirm when an asbestos survey was carried out at the site and include the key findings.**

A full asbestos survey will be carried out prior to any works being undertaken on site, once possession has been granted.

### Section 3 – Transportation Issues Associated with the Site

**Q16. Please provide a brief description of the proposed working hours within which vehicles will service the site during the construction period (Refer to the [Guide for Contractors Working in Camden](#)). Construction vehicle movements are generally acceptable between 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 between 9.30am and 3pm on weekdays during term time. Construction vehicles must be managed and prevented from causing obstructions to the highway.**

It will be prearranged with all suppliers that deliveries will only be accepted between 10am and 4pm. The project manager will liaise with all deliveries to ensure that they all arrive on site between these hours.

**Q17. Please provide details of the typical sizes of all vehicles and the approximate frequency and times of day when they will need access to the site, for each phase of construction. You should estimate the average daily number of vehicles during each major phase of the work, including their dwell time at the site. High numbers of vehicles per day and/or long dwell times may require vehicle holding procedures. You will need to consider whether the roads on the route(s) to and from the site are suitable for the size of vehicles to be used. Please provide details of other known developments in the local area or on the route.**

We estimate no more than 5 HGV lorries per week will collect spoil from site during the excavation and demolition. We allow a minimum of 20-30 minutes between one vehicle's departure and another's arrival. All vehicles will only access the site during the hours mentioned in Q.16. No vehicles will be waiting at the site for longer than 30mins, this includes concrete deliveries and waste removal. It will be arranged that no large vehicles will be accessing the site on the same days that rubbish collection will take place.

**Q18. Please provide details of any temporary structures which would overhang the public highway (e.g. scaffolding, gantries, cranes etc.)**

All scaffolding to be erected will be kept within the vicinity of the site. It is not anticipated that any scaffolding would be needed that would overhang the public highway.

**Q19. Please provide details of hoarding requirements or any other occupation of the public highway.**

The site in its entirety will be cordoned off using timber hoarding. The hoarding will follow the path of the red line as seen in the diagram response to Q.8.

**Q20. Please provide accurate scaled drawings of any highway works necessary to enable construction to take place (e.g. construction of temporary vehicular accesses). 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. You must submit a detailed (to-scale) plan showing the impact on the public highway including; the extent of hoarding, pedestrian routes, parking bay suspensions and remaining road width for vehicle movements. 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. Please provide details of all safety signage, barriers and accessibility measures such as ramps and lighting etc.**



The above drawing shows the route that hoarding will take around the site in red. The green shape indicates the two parking bays which will be suspended, this is where the skip will be located to help dispose of wastages on site during the excavation of the garden for the basement.

**Q21. Please provide details of any proposed parking bay suspensions and temporary traffic management orders which would be required to facilitate construction. If construction vehicles cannot access the site, details are required on where they will wait to load/unload.**

See reply to Q20 above for location of bay suspension. Waiting for loading and unloading will occur on Chester Place, next to where the skip will be located.

**Q22.** Please provide details describing how pedestrian and cyclist safety will be maintained, including any proposed alternative routes (if necessary), and any Banksman and/or Traffic Marshall arrangements. You should supply details of any diversion, disruption or other anticipated use of the public highway during the construction period (alternatively a plan may be submitted). Vulnerable footway users include wheelchair users, the elderly, people with walking difficulties, young children, people with prams, blind and partially sighted people, etc. A secure hoarding will generally be required to the site boundary with a lockable access. 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. Lighting and signage should be used on temporary structures/ skips/ hoardings, etc. Appropriate ramping must be used if cables, hoses, etc. are run across the footway.

As stated previously, the site manager will liaise with all delivery drivers prior to any vehicles visiting the site. This will allow an able person plenty of time to assist traffic and pedestrians prior to the vehicles arrival to site, allowing pedestrians and vehicles alike to still gain access to and from the site with great ease.

**Q23.** Please detail the proposed access and egress routes to and from the site, showing details of links to the [Transport for London Road Network](#) (TLRN). Such routes should be indicated on a drawing or diagram showing the public highway network in the vicinity of the site. Consideration should also be given to weight restrictions, low bridges and cumulative impacts of construction (including neighbouring construction sites) on the public highway network. Consideration should be given to any major trip generators (e.g. schools, offices, public buildings, museums, etc.) on the route, and how any problems can be avoided or mitigated.

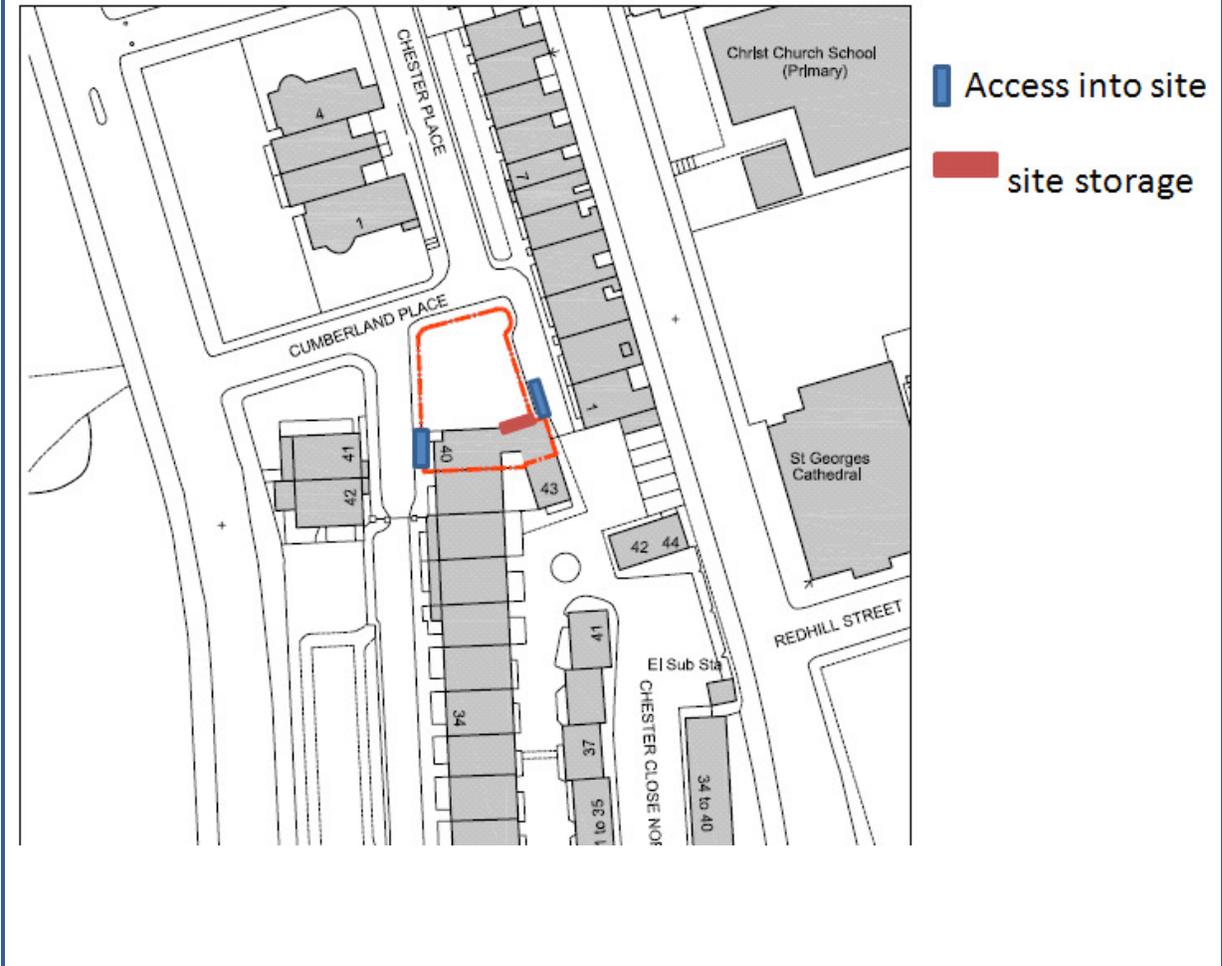
Access to and from the site will follow Albany Street when coming from the North or South of the site. All route planners avoid any built up areas where school crossings may be an issue. As stated previously all deliveries will be scheduled with the site manager to ensure that they are sent to site at the most convenient time to neighbours as well as us.

**Q24. Please describe how the access and egress arrangements for construction vehicles will be managed. Confirm how contractors, delivery companies and visitors will be made aware of the route (to and from the site) and of any on-site restrictions, prior to undertaking journeys.**

As stated previously, the site managers at the project will liaise with all delivery drivers to ensure they gain access easily and efficiently. Prior to visits, multiple route options will be discussed and agreed upon. Most of the suppliers and visitors to the site have worked with ourselves in the past and are fully aware of the way in which operations are carried out, with regards to deliveries.

**Q25. 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.**

Delivery of plant and materials will be delivered to the site via the entrance at the suspended bays where doors will be located at the hoarding. The picture below states where site storage is located, behind the hoarding next to the entrance on the east side of the site.



**Q26. Please provide swept path drawings for any tight manoeuvres on vehicle routes to and from the site including proposed access and egress arrangements at the site boundary (if necessary).**

n/a

## Section 5 – Environmental Issues

To answer these sections please refer to the relevant sections of **Camden’s Minimum Standards for Building Construction** ([CMRBC](#)).

**Q27. Please provide details of the times of [noisy operations](#), outlining how the construction works are to be carried out.**

Noisy works will be carried out from:  
8am-5pm Monday – Friday  
8am-1pm Saturday  
No working on Sundays or Public Holidays  
All neighbours will be alerted of when noisy work will begin to take place.

**Q28. 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.**

A noise survey has not yet taken place. It can take place on April 10<sup>th</sup>.

**Q29. Please provide predictions for [noise](#) and vibration levels throughout the proposed works.**

It is predicted that no noise on site will exceed 90db. Where it does the correct PPE will be in place with all personnel and the tools generating the noise will only be used indoors, to minimise the disruption to neighbours.

**Q30. 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.**

The use of power tools will be kept to a minimum, and thorough method statements will be followed to ensure that any walls that are to be demolished are taken care of in a methodical manner to avoid any excess works. Letters will be sent to neighbours to inform them of when the bulk of work will be carried out.

**Q31. Please provide evidence that staff have been trained on BS 5228:2009**

All staff are trained by consultants THSP and staff have certificates to prove so.

**Q32. Please provide details on how dust nuisance arising from dusty activities, on site, will be prevented.**

As part of method statements and risk assessments for dusty activities, company policies state that all areas will be vacuumed and cleaned down at the end of each day and each activity. This will prevent a heavy build up of dust on site and avoid it escaping into neighbouring properties.

**Q33. 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.**

The site will have a power washer that will be used to clean down the road after every large vehicle has visited site. It is crucial that we maintain a good clean image. Rotas are in force by all site managers so that every person who works on site takes it in turn to clean the hoarding and roads with a power washer that is then washed down into grids.

**Q34. Please provide details describing arrangements for monitoring of [noise](#), vibration and dust levels.**

Noise reducing tools will be used where possible on site and silencers will be fitted to all other tools, where possible. All delivery drivers will be instructed to switch off their engines when loading and unloading. Mains generated electricity will take priority over diesel powered generators. One way traffic systems will be directed to all drivers to site to ensure vibrations on the road aren't excessive. All cutting on site that is like to produce a significant amount of dust will be sprayed before and during cutting the ensure that there is minimal dust emitted from any materials.

**Q35. Please confirm that a [Risk Assessment](#) has been undertaken in line with the [GLA's Control of Dust and Emissions Supplementary Planning Guidance \(SPG\)](#), and the risk level that has been identified, with evidence.**

All risk assessments follow those provided by The Health and Safety People (THSP) health and safety consultants.

**Q36. Please confirm that all relevant mitigation measures from the [SPG](#) will be delivered onsite.**

All relevant mitigation measures from the SPG will be delivered on site.

**Q37. If the site is a High Risk Site, 4 real time dust monitors will be required, as detailed in the [SPG](#). Please confirm that these monitors 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.**

Should the monitors be needed they 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.

**Q38. 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 copies of receipts (if work undertaken).**

Traps and alarms are fitted throughout the site. The alarms are plugged into mains to repel any rodents or pests from the sites. Death traps will be fitted as a back up just in case any power their way through the alarm. All traps are disposable to avoid any build up or deceased rodents.

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## Section 6 – Monitoring, Compliance, Reporting and Consultation about Traffic and Activities related to the Site

(Refer to [Tfl best practice guidance](#) and [\(CMRBC\)](#) sections: [noise operations](#), abatement techniques, noise levels, vibration levels, [dust levels](#), rodent control, community liaison, etc.)

**Q39. Please provide details describing how traffic associated with the development will be managed in order to reduce/minimise traffic congestion. Deliveries should be given set times to arrive, dwell and depart. Delivery instructions should be sent to all suppliers and contractors. Trained site staff must assist when delivery vehicles are accessing the site, or parking on the public highway adjacent to the site. Banksmen must ensure the safe passage of pedestrians, cyclists and motor vehicular traffic in the street when vehicles are being loaded or unloaded. Vehicles should not wait or circulate on the public highway. An appropriate location outside the borough may need to be identified, particularly if a large number of delivery vehicles are expected.**

As stated previously, the site managers at the project will liaise with all delivery drivers to ensure they gain access easily and efficiently. Prior to visits, multiple route options will be discussed and agreed upon. Most of the suppliers and visitors to the site have worked with ourselves in the past and are fully aware of the way in which operations are carried out, with regards to deliveries. We estimate no more than 5 HGV lorries per week will collect spoil from site during the excavation and demolition. We allow a minimum of 20-30 minutes between one vehicle's departure and another's arrival. All vehicles will only access the site during the hours mentioned in Q.16. No vehicles will be waiting at the site for longer than 30mins, this includes concrete deliveries and waste removal. It will be arranged that no large vehicles will be accessing the site on the same days that rubbish collection will take place

**Q40. Please provide details of any other measures designed to reduce the impact of associated traffic (such as the use of [construction material consolidation centres](#)).**

The use of the construction material consolidation centres will be used as much as possible. All other deliveries will be in situ with other London Project sites. Any small deliveries of individual tools that will be needed will be sent to head office and delivered in person to the site via TFL public transport links.

- Q41. Please provide details of consultation on a draft CMP with local residents, businesses, local groups (e.g. residents/tenants and business associations) and Ward Councillors. Details should include who was consulted, how the consultation was conducted and a summary of the comments received in response to the consultation. In response to the comments received, the CMP should then be amended where appropriate and where not appropriate a reason should be 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 it out.**

All consultations are to take place with neighbours and local schools and businesses.

- Q42. Please provide details of community liaison proposals including any Construction Working Group that will be set up, addressing the concerns of the community affected by the works. Please confirm how the contact details of the person responsible for community liaison 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 bi weekly newsletter is sent out to all neighbours updating them on the progress made on site, as well as a monthly newsletter letting neighbours know of the other active sites in their area i.e. the Camden/Mayfair/Grosvenor LP Newsletter. Contact details are on all letters as well as on the site entrance, so anyone wanting to contact management can do so with ease.

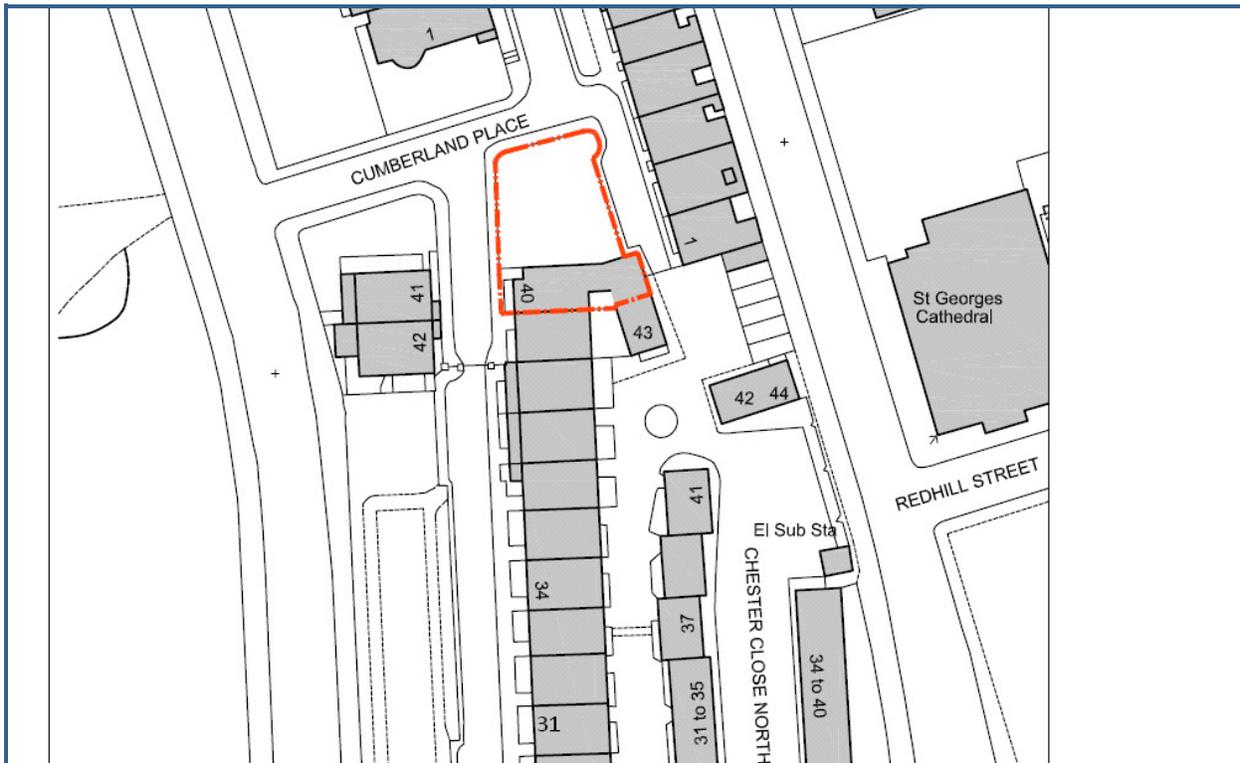
- Q43. Please provide details of any schemes such as the 'Considerate Constructors Scheme', the 'Freight Operators Recognition Scheme' or 'TfLs Standard for construction logistics and cyclist safety – [CLOCS scheme](#)' that the project will be signed up to. Note, the [CLOCS standard](#) should be adhered to and detailed in response to question 46. Such details should form part of the consultation and be notified to the Council. Contractors will also be required to follow the "[Guide for Contractors Working in Camden](#)" also referred to as "[Camden's Considerate Constructors Manual](#)".**

All works will follow the Guide for Contractors working in Camden as well as being registered for the Considerate Constructors Scheme.

**Q44. Complaints often arise from the conduct of builders in an area. Please confirm steps being taken to minimise this e.g. provision of suitable smoking area, tackling bad language and unnecessary shouting.**

Smoking areas are always located on site.  
Heavily equipped canteens are on site to encourage operatives to bring their own food to work.  
All staff is monitored strictly and a yellow card/red card system will be in place on site for improper behaviour.

**Q45. 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.**



31 Chester Terrace is a live project of London Projects' therefore joint deliveries will be utilised as much possible.

**Q46.** Please provide details to confirm that all contractors and sub-contractors operating large vehicles over 3.5 tonnes will meet all of the following conditions, as outlined in the [CLOCS Standard](#)

**OPERATIONS:**

- **Quality operation:** accreditation via an approved fleet management audit scheme e.g. [Fleet Operator Recognition Scheme \(FORS\)](#) or equivalent.
- **Collision reporting and analysis:** of any collision involving injury to persons, vehicles or property, ideally including use of the [CLOCS](#) Manager collision reporting tool.
- **Traffic routing:** any route specified by the client is adhered to unless otherwise specified.

**i. VEHICLES:**

- **Warning signage:** warning cyclists of the dangers of passing the vehicle on the inside
- **Side under-run protection:** fitted to all vehicles over 3.5 tonnes which are currently exempt
- **Blind spot minimisation:** front, side and rear blind-spots completely eliminated or minimised as far as is practical and possible
- **Vehicle manoeuvring warnings:** enhanced audible means to warn other road users of a vehicle's left hand turn or other manoeuvres

**ii. DRIVERS:**

- **Training and development:** approved progressive training and continued progressive training especially around vulnerable road users (including for drivers excluded from Certificate of Professional Competence requirements)
- **Driver licensing:** regular checks and monitoring of driver endorsements and that drivers hold the correct licence for the correct vehicle

**STANDARD FOR CONSTRUCTION CLIENTS**

- **Construction logistics/management plan:** is in place and fully complied with – as per this document.
- **Suitability of site for vehicles fitted with safety equipment:** that the site is suitably prepared for vehicles fitted with safety equipment to drive across

- **Site access and egress:** should be carefully managed, signposted, understood and be clear of obstacles.
- **Vehicle loading and unloading:** vehicles should be loaded and unloaded on-site as far as is practicable.
- **Traffic routing:** should be carefully considered, risk assessed and communicated to all contractors and drivers.
- **Control of site traffic, particularly at peak hours:** other options should be considered to plan and control traffic, to reduce traffic at peak hours.
- **Supply chain compliance:** contractors and sub-contractors throughout the supply chain should comply with requirements 3.1.1 to 3.3.2.

All sub-contractors are to adhere to the requirements of CLOCS standards to work with ourselves.

**Q47. Please provide details of any other relevant information with regard to traffic and transport (if appropriate).**

n/a

The agreed contents of this Construction Management Plan must be complied with unless otherwise agreed with 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 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:** .....J Alnaimi.....

**Date:** .....23.02.15.....

**Print Name:** .....Jamie Alnaimi.....

**Position:** .....Assistant Project Manager.....

**Submit:** [planningobligations@camden.gov.uk](mailto:planningobligations@camden.gov.uk)

End of form