



CONSTRUCTION MANAGEMENT PLAN

PROJECT: **P541**

**HATTON SQUARE BUSINESS SQUARE
16-16A BALDWIN'S GARDENS
LONDON EC1N 7RJ**

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Issued By : CONOR RICE

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1.0 Introduction

This Construction Management Plan is provided in order to illustrate the operational approach and procedures proposed for the site enabling and construction works to demonstrate that they will be carried out in a safe, controlled and documented manner, such that the site remains fully compliant with all relevant Health, Safety and Environmental legislations at all times.

The agreed contents of the Construction Management Plan must be complied with unless otherwise agreed with the council. The Project Manager shall work with the Council to review the 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.

Description of the Project

The proposed development comprises the following:

- A lateral extension between ground and fourth floor to the northern and western edges. The lateral extension extends the building by approximately four metres to bring it up to the site boundary.
- A vertical extension comprises two additional floors and new roof to be constructed over the existing roof.
- A new central light-well constructed over the central two bays of the building, extending between basement and the new roof level.
- Full refurbishment of the existing interior spaces.
- New vertical circulation in the form of new lifts provided at various located through the building.

The existing building is used as tenanted office space, the proposed development will maintain this usage. A small café for use by the building occupants will be created, along with a retail unit at ground floor on the corner of Leather Lane and Baldwin's Gardens.

Nature and Duration of the Construction Work

The programmed start date for the construction works is 2nd March 2015 for 23 months. The main elements of work with programme durations are detailed below:

Task	Overall Programme Duration(Not continuous works)
Site Set up	March 2015 – April 2015
Scaffolding	March 2015 – July 2016
Demolition parts of existing structure	March 2015 – August 2015
Basement Drainage and Foundations	March 2015 – May 2015
Tower Crane	April 2015 – July 2016
Structural Steelwork	May 2015 – January 2016
Lightweight Concrete Floors	September 2015 – February 2016
Cladding and Roofing	December 2015 – June 2016
Internal fitout Works	April 2016 – December 2016
Snagging and Commissioning	November 2016 – January 2017

2.0 Camden Council Requirements

Extract from Pre-Application Meeting Report; page 8 - Appendix B

Further Transport comments

Construction Management Plan (CMP)

A Construction Management Plan outlines how construction work will be carried out and how this work will be serviced (e.g. delivery of materials, set down and collection of skips), with the objective of minimising traffic disruption and avoiding dangerous situations for pedestrians and other road users. A Construction Management Plan will need to be submitted and approved before any works start on site, and approval should be secured via a Section 106 planning application. Details of the Construction Management Plan will relate to the scale and kind of the development, however, in terms of assessing the impact on transport the plan should demonstrate that the following has been considered and where necessary the impacts mitigated:

(Note the term 'vehicles' used here refers to all vehicles associated with the implementation of the development, e.g. demolition, site clearing, delivering of plant and material, construction ...)

		<u>CMP References</u>
		<u>Page No</u>
a)	The access arrangements for vehicles.	6, 7, 8, 15
b)	Proposed routes of vehicles to and from the site.	6, 7, 8, 15
c)	Sizes of all vehicles and the schedule of when they will need access to the site.	6, 7
d)	Swept path drawing for the vehicle routes for all vehicle sizes.	7, 15
e)	Details (including accurate scaled drawings) of any highway works necessary to enable construction to take place.	7, 8
f)	Parking and loading arrangement of vehicles and delivery of materials and plant to the site.	6, 7, 9, 15
g)	Details of proposed parking bays suspensions and temporary traffic management orders.	8
h)	Proposed overhang (if any) of the public highway (scaffolding, cranes etc.)	10, 11, 16
i)	Details of hoarding required on the public highway.	8, 10, 11
j)	Details of how pedestrian and cyclist safety will be maintained, including any proposed alternative routes (if necessary), and any Banksman arrangements.	6, 8, 15
k)	The proposed working hours.	10
l)	Start and end dates for each phase of construction.	10
m)	Details of how traffic associated with the development will be managed in order to reduce congestion.	7, 15
n)	Details of any other measure designed to reduce the impact of associated traffic (such as the use of construction material consideration centres).	9, 17
o)	Details of how any significant amounts of dirt or dust that may be spread onto the public highway will be cleaned or prevented.	9, 17, 18
p)	Details of any Construction Working Group that may be required, addressing the concerns of surrounding residents.	9, 19

2.0 Camden Council Requirements

		<u>CMP References</u>
		<u>Page No</u>
q)	Any other relevant information.	19, 20, 21, 22, 23
r)	The CMP should also include the following statement:	
	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.	3
All Contractors involved in the Hatton Square redevelopment will be required to follow the “Guide for Contractors Working in Camden”		

3.0 Site Location

Site address and map

The site address is:-

Hatton Square Business Centre
16-16a Baldwin's Gardens
London EC1N 7RJ

Contractor:

HG Construction Ltd
4 Hunting Gate
Hitchin
Herts
SG4 0TJ
01462 454444

Contact: Conor Rice
conorrice@hgconstruct.co.uk

The site is situated at the junction of Baldwin's Gardens and Leather Lane and is also bounded by Dorrington Street and Leigh Place.

On the opposite side of the road in Baldwin's Gardens there is a housing development for Camden Homes being built by Higgins Construction.

Adjacent Leigh Place are some office units, residential accommodation and a church.

At the back of the building (south elevation) fronting onto Dorrington Street are Cranley Buildings comprising residential, office and retail premises.

Along Leather Lane there is a mixture of residential, office and retail (including Market Traders stalls).

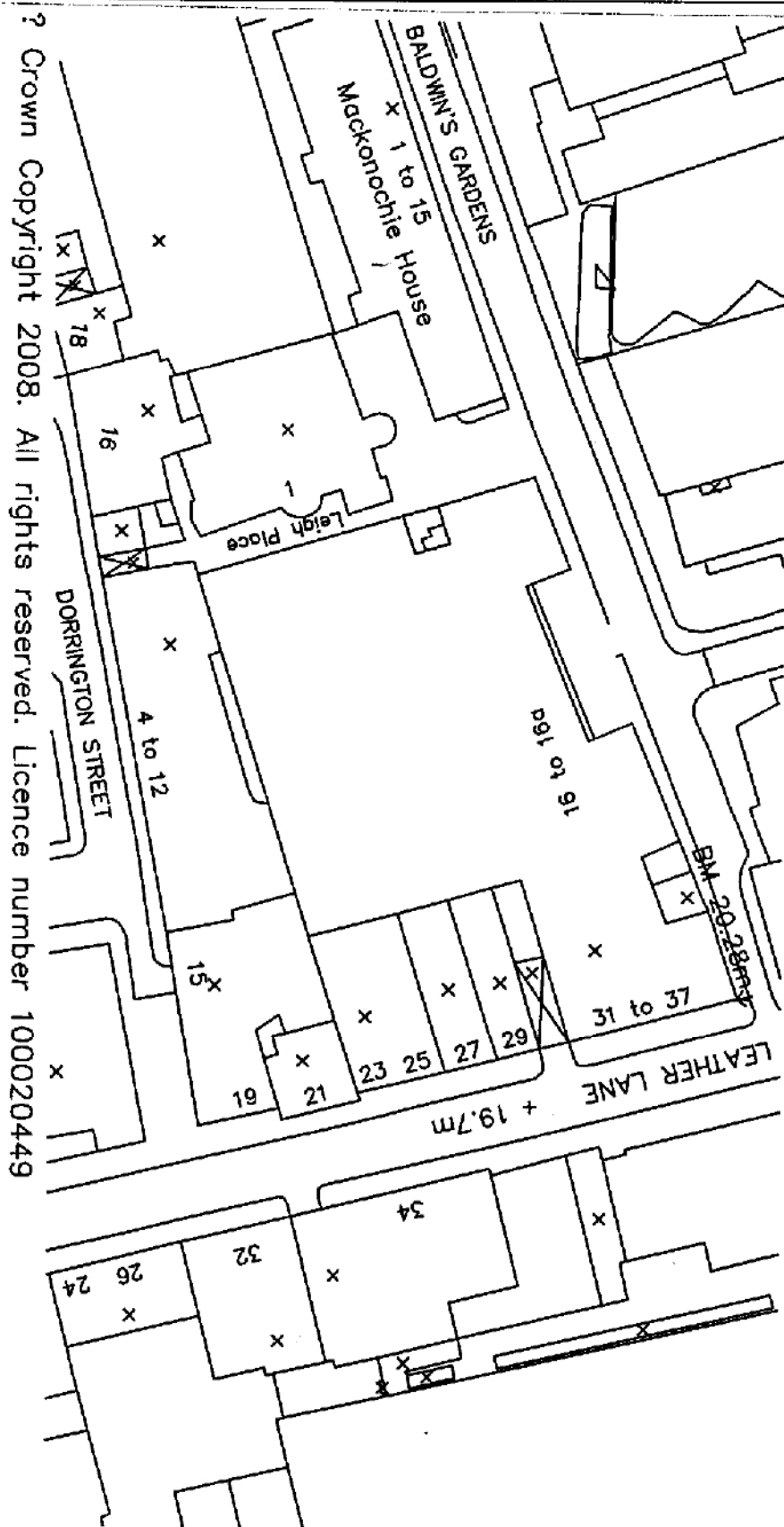
3.0 Site Location

Existing site use and boundaries

The site for the proposed redevelopment is currently used as light industrial workshops and small offices (B1c and B1a) other adjacent buildings/structures include residential buildings, offices, warehouses, schools. On the west side of the building is Leather Lane where a street market operates.

The proposal for the existing building includes some demolition. New extensions will be undertaken by infilling and adding further storeys to increase the employment floor space, but in smaller sized units than the existing building. The redevelopment may include some residential units.

The existing tenants are to be offered alternative accommodation at Workspace Ltd's other sites within the vicinity, during the redevelopment works and then offered space within the new building.



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4.0 Site Access Arrangements

Location of access/vehicle routes

Access and egress for operators/site personnel/vehicles throughout the duration of the constructional works, to the site will be gained off Baldwin's Gardens. Access/egress points shall be controlled by barriers/gates and manned by security during the hours of site operations.

Deliveries will primarily be scheduled between 9.30 am and 3.15 pm in order to avoid the morning and evening peak periods and the school drop-off and pick up times.

Vehicle access to Baldwin's Gardens will be off Grays Inn Road, no vehicular access will be allowed via Leather Lane or Brooke Street.

The delivery of constructional materials, plant and equipment and the removal of waste etc. shall be restricted to approved working hours in line with any requirements of the Local Authority, unless in exceptional circumstances where agreement of the Local Authority has been received in advance.

For the avoidance of doubt, details of access arrangements to and from the site will be distributed in advance to any suppliers servicing the construction works.

Sizes of delivery vehicles must be considered in relation to the width of the street to Baldwin's Gardens and the fact that there will be parking bays in operation for residents and business users vehicles. There is also very restricted turning at the end of Baldwin's Gardens adjacent to the site.

Very large or articulated vehicles may only service the site by prior arrangement which may entail operating out of normal hours.

Coordination meetings have taken place between Higgins and HG Construction and also with Camden Council in order to agree a combined strategy for deliveries and the loading and unloading of vehicles. Weekly coordination meeting will continue throughout the duration of the project.

Traffic signs, management and restrictions

There will be no site personnel vehicle parking permitted on site and only vehicles which are unloading work personnel, their plant tools and equipment will be allowed onto the site. Essential vehicles, such as mobile workshops which cannot unload plant and equipment will only be allowed by prior arrangement with the Main Contractor.

There are restrictions along Baldwin's Gardens including a 20mph maximum speed limit, school entrance parking restrictions, residents permit parking bays and single and double yellow lines. No parking will be allowed in Baldwin's Gardens, Leather Lane, Brooke Street and other connecting roads, where there are similar restrictions.

Due the close proximity of the Higgins development directly opposite on the north side of Baldwins Gardens which currently has permission from Camden for a footpath closure along the full frontage of their site, a full road and footpath closure outside Hatton Garden Business Square will be required in order to maintain a safe environment for the public and to create a safe loading and unloading area. A public pedestrian access from Leather Lane to Baldwins Gardens will be maintained via Leigh Place. An application has been lodged with Camden. See attached Site Logistics, Delivery Route, Pedestrian Diversion Route, Swept Path Analysis and Parking bay Suspension Plans. The access to the section of closed road will be maintained controlled by a sliding barrier with a gateman. Traffic marshals will be stationed the barrier and also at the junction of Baldwins Gardens/Grays Inn Road to assist with maneuvering of construction vehicles and to divert cyclists and pedestrians to a safe route away from vehicles.

4.0 Site Access Arrangements

A strict material scheduling and booking system will be imposed on the project to minimise disruption and congestion on the highway. Each delivery will be allocated a delivery time period and an allotted area for which to load and unload. **This schedule will be developed and monitored alongside Higgins Construction working on the redevelopment of the Bourne Estate opposite.**

This will be appropriate to the nature and size of the material being delivered and will adhere to site working hours, except for exceptionally large loads which will need to be pre-arranged within the booking system on site. Delivery areas for offloading onsite will be clearly identified on site and be serviced accordingly by either crane or forklift. Proposed delivery areas will be also illustrated on a site layout plan. Should there be any waiting on site or on the highway for unloading, the vehicles will be safely positioned and directed to a waiting area by the traffic marshal who will ensure that any vehicle waiting is not left unattended and also has the engine turned off.

Due to the restricted nature of the site, deliveries will be planned and made on a 'just in time' basis to avoid congesting the site and to help maintain clear plant and personnel access through the site itself.

Please see attached table showing analysis of vehicle movements.

Pedestrian access onto site will be via Baldwin's Gardens via a secured gated system with either proximity or bio metric recognition. This access will have intercom and CCTV links back to the site office for visitors or operatives awaiting site induction or meetings.

Once the new ground floor loading bay is installed it will be utilised for site delivery vehicles only, pedestrian access will remain via the existing roller shutter position and the existing main entrance to the ground floor. This way segregation of pedestrian and vehicular movements will be ensured, which will minimise potential health and safety issues.

Pedestrian access will need to be changed to allow construction works to progress safely, however all safety and security systems will be maintained at all pedestrian entries.

No visitors shall be allowed directly onto site unless they have been appropriately inducted in accordance with the site Health, Safety and Environmental rules.

Prior to commencement on site of the works, the Principal Contractor shall consult with all Statutory Undertakers and organisations whose equipment may be affected by the site access and agree the extent of any diversions or alteration works that may be necessary and agree a programme or schedule of dates for undertaking these in order that the site entrances are adequately and safety maintained at all times.

The Principal Contractor shall also submit to the Local Authority, prior to commencing works on site a fully detailed and specific proposals for site accesses, unloading proposals and traffic movements both on and off site, including method statements and a Traffic Management scheme. Approved methodology will then be required to be fully complied with.

Signage and Lighting

To ensure safe access to the site, signage will be used in advance of and throughout the construction works. Warning signage will be erected to the approval of Camden Council, in advance of constructional activities commencing. This will be supplemented with further signage warning motorists and pedestrians of forthcoming works and alterations to road/footpath layouts, all as previously agreed with Camden Council.

4.0 Site Access Arrangements

Constructional and site related traffic will be prohibited from using routes other than Baldwin's Gardens as described above. Warning signage will be posted at all local road junctions, indicating that access by any related construction traffic is prohibited.

Prominent signage will be displayed on site to enforce routing to and from the site. This will include "Left Turn Only" and 20mph speed restriction signage when egressing the site onto Baldwin's Gardens. The number, location and nature of off site and on site signage will be determined by the Site Traffic Management Plan, approved by Camden Council.

Appropriate lighting will be installed on site to ensure that access/egress points are already lit during operational hours. Care will be taken to ensure that lighting does not cause a nuisance to neighbouring properties or distract traffic in Baldwin's Gardens.

Highway Works

In agreement with the local hoarding and scaffolding licence agency, a length of the pavement to Leather Lane and to Baldwin's Gardens will be closed in order to erect scaffolding and a site hoarding. Part of the footpath to Leigh Place will also be closed for the same reason, however access will be maintained for the public between Dorrington Street and Baldwin's Gardens via Leigh Place. A fully lined tunnel will be required at the Dorrington Street end of Leigh Place, which will be fully lit and free of any projections or hazards. Emergency service routes and access by third parties will be maintained as existing.

Adequate and obvious signage will be displayed warning pedestrians and drivers of adjacent construction works and prior notification of proposed alterations and closures to the footway.

Suitable fencing and hoardings, together with signage and lighting will be provided to all footpaths affected by these alterations and closures to safely segregate the public from the site works.

No cycleways will be restricted and there will be no closure of parking bays.

No specific Police requirements are envisaged, although regular contact with the Police is to be maintained, particularly where amendments to normal working hours may be required for a specific task; or abnormal load licences.

It will be necessary to obtain a road closure to Baldwin's Gardens at the Leather Lane end of the highway to facilitate delivery and setting out of a tower crane and including a mobile crane for assembly purposes. It is envisaged that this would be over a single weekend and again to subsequently dismantle the tower crane.

Public footpath routes will be inspected at the start and end of each working day and any defects or issues immediately dealt with.

Local Environmental Considerations and Public Liaison

The site is located within a primarily residential area with a significant business community. The intention is to minimise the impact that the construction process can cause to the local environment

4.0 Site Access Arrangements

and the neighbouring community. All care will be taken not to cause the primary environmental nuisances; noise and dust pollution. Reductions in these will be made by:-

- Co-ordinating delivery times and efficient traffic management to prevent queues of traffic accessing the site.
- Ensuring all plant has sound reduction measures (mufflers and baffles)
- Utilising construction techniques that minimise noise production
- Utilisation, where possible of pre-fabricated components
- Utilisation of a baffle system during demolition process
- Strict adherence to site working hours
- Using acoustic hoarding where necessary, minimising fence use
- Covering skips and dust generating materials (sand and cement)
- Ensuring minimal packing for materials
- Ensuring all polythene and lightweight materials are weighted down
- Making sure all dust generating materials are adequately packaged
- **Clean hardstanding areas will be maintained for Delivery Vehicles at all times in order to minimise the risk of debris emigrating from within the site onto the highway. The road and footpaths leading to the site will be swept clean daily and wet washed immediately should the need arise.**

Additionally further measures will be taken to reduce further negative effects on the environment by:-

- Ensuring all contaminants kept on site are safely stored with the necessary procedures put in place for leaks, spillages etc.
- A vehicles cleaning service will be provided at the site vehicle access to ensure that all surrounding roads are kept free of dirt and debris.
- A waste management system will be implemented on site.

Liaison with the local neighbours regarding any sensitive or environment issues that need to be addressed, will be a priority.

A Project information board will be displayed prominently on the site hoarding. Information will be distributed to the neighbours on a regular basis to advise them of planned operations and any impact they will have upon them. An updated newsletter will be produced and distributed accordingly, keeping the local community informed. Regular meetings shall be established for discussions to ensure their opinions and concerns are raised and considered. A telephone "hot line" will be posted on the site hoarding and distributed to the neighbours on the regular newsletters. **A complaints register will be maintained on site at all times.**

The Main Contractor will put this project forward for participation in the Considerate Contractor Scheme.

5.0 Site Establishment

Protection of Third Parties

All site activities are to be contained within the hoarding line and a comprehensive traffic management plan will be implemented to ensure no disruption is caused to traffic or pedestrians on the adjoining roads or walkways. Specific loading and unloading areas will be designated inside the site boundary, however, it has been proposed that a delivery area is outside the site on Baldwin's Gardens during certain hours only in accordance with the local Highways Authority. A specific risk assessment will be produced if this is to happen.

Where construction works are carried out above any adjoining buildings, roads or pedestrian walkways and there is a risk of falling materials, monarflex sheeting or debris netting will be installed as a safety precaution.

Systems to be operated in order to comply with the terms and conditions of Local Authority Planning Consent

Signboards

The project signboard will be erected in accordance with the Client's wishes. The design of the board will be agreed with all parties before being erected.

Hoardings

All boundaries of the project will be closed off using timber hoarding. All hoarding will be maintained and kept in good repair at all times and painted in company colours. Temporary hoarding will be erected at demolition stage until a permanent hoarding licence has been awarded. Internal access routes and storage compounds will be segregated utilising 'Heras' type fencing panels.

Duration

The construction works will be undertaken over a period of 23 months.

Working Hours

Normal site working hours in keeping with the requirements of the local Environmental Health Officer will be as follows:-

Monday-Friday	08.00-18.00
Saturday	08.00-13.00
Sundays and Bank Holidays	Site closed

Notwithstanding this there may be certain occasions when work outside these hours may be necessary. In the event of this, work would only be carried out following consultation and agreement with Camden Council and the Environmental Health Officer.

5.0 Site Establishment

Notifications

During the Contractor mobilisation period, following award of contract and possession of the site, communication will be set up with the following authorities:-

- Notice will be served to the Health and Safety Executive
- Meeting with Building Control and Planning Authorities
- Meeting with local Environmental Health Officer
- Meeting with local Police
- Liaison with local residents and retail operators
- Notification to the emergency services giving full details of the construction works
- Considerate Contractor Scheme enrolment
- Highways Authority

Boundaries

The site will be securely hoarded prior to the commencement of any site works. The fencing will be a minimum of 1.8m in height and of such a standard so as to deter trespassers onto the site.

All fences/hoardings shall be inspected twice daily by the Contractor and any defects or breaches will be rectified immediately. Site security shall undertake regular inspections of these fences/boundaries outside of working hours.

Security Signage

The site's boundary will be adequately signed with relevant warning signs.

These signs will be inspected on a daily basis and maintained at all times.

A record of signage inspection is to be kept in the site's diary.

Maintenance

All facilities provided by way of access, site security, traffic management and environmental arrangements shall be maintained in a fully operational manner at all times.

Weather

Facilities shall be provided at the site access to counter inclement weather. In particular, the access road shall be treated during periods of frost/snow to remove the attendant dangers arising from such conditions.

Site Security

Securing during site working hours will be maintained by the use of a secure turnstile system with either proximity or bio metric recognition as previously described, all vehicular gates will be locked at all times and controlled by our traffic marshal for vehicle movements.

5.0 Site Establishment

Out of hours security will be provided by a combination of a remotely monitored (web accessible) CCTV system at the early stages. This will be supplemented with the use of on site security personnel during the fit out stage of the project and will deter theft and damage.

Fire escape routes, fire fighting stations, alarm points, muster points and practice drills within the works will all be as the Main Contractor's standard Health and Safety Procedures. Site management will be responsible for seeing that all plant and materials are stored safely and securely after the workday ends.

Any abnormal loads to be delivered will be notified in advance to the Local Authorities.

All deliveries to site will be scheduled by the Site Logistics Co-ordinator. All unscheduled or non agreed deliveries will be turned away. A schedule of deliveries will be issued to the Highways Implementation Team by the logistics team when on site.

No gates on still will impede the public highway of footpaths at any time.

There will be no parking on site, sub-contractors will be advised to park off site, or to utilise public transport. Chancery Lane at the junction of Brooke Lane and High Holborn, is a 3 minute walk from the site, buses operative in High Holborn and Grays Inn Road.

Emergency Services

Emergency services will be informed of access arrangements to site areas. Calling the services will be actioned in accordance with our site emergency procedures.

Site Offices and Welfare Accommodation

Site office accommodation will be located at ground floor level to the rear of the building. A receptionist admin person will control and log all personnel entering and leaving the offices.

WC facilities will be provided adjacent to the site accommodation. Suitable drying rooms, canteen facilities and toilets will be provided which will be in close proximity of the site offices.

Sub-contractors will have a designated area for their offices and small stores within the compound. Electricity and communications links will be provided to the area for quick and easy connections. Sub-contractors will share the Main Contractor's welfare facilities.

Contractor's Compound

The site compound will be located within the existing car park located at ground floor level and then in the basement.

Drainage of Site

A suitable temporary drainage system will be installed to allow the adequate collection of surface water run-off.

5.0 Site Establishment

The compound drains will be regularly monitored and maintenance carried out as required. A record of these inspections and remedial actions will be recorded in the site's diary.

Care will be taken to ensure that adequate spill kits are available for immediate use should any accidental spills occur within the site compound.

Foul Sewers

A connection will be made to existing foul drainage sewers.

If a connection cannot be made, then a temporary septic tank arrangement will be installed. The septic tank will be designed to be of sufficient capacity to accept foul water from the Contractor's site establishment for the duration of the works.

The septic tank will be regularly monitored and emptied, with maintenance being carried out as required. A record of emptying, inspections and remedial actions will be recorded in the site's diary.

Utilities

Wherever possible, electricity, water and telecommunications links will be provided to the site compound utilising existing site supplies.

Materials Storage

General

Wherever possible, a policy of delivering materials direct to their place of use will be adopted. Where this is not possible, or a stock of materials is required, clearly designated storage areas will be established, secured and signed accordingly.

Fuel/Lubricant Storage

A bespoke and secure storage area for fuels and lubricants will be established outside of the building.

All fuels, lubricants and other potentially harmful liquids shall be stored within this area either in bunded tanks, on drip trays or with residue collection sumps with a minimum capacity of 110% of the contents of the vessel.

Spill kits, drip trays and other emergency equipment shall be maintained on site at all times.

Bunding will be regularly inspected and emptied as required. Inspections and emptying shall be recorded in the site's diary.

5.0 Site Establishment

Security of Site Compound

The site compound will be securely fenced to a minimum of 1.8m in height and of such a standard so as to deter trespassers onto the site.

Waste Facilities

A "Waste Management Centre" will be provided to enable waste to be efficiently segregated to optimise recycling potential.

However, the Site Waste Management Plan (SWMP) will promote a principal of reduce-reuse-recycle and as such the generation of waste will be minimised.

6.0 On Site Access

Vehicle routes will be demarked.

Pedestrian Routes

Safe walking routes will be provided on site for construction staff and visitors to access construction areas, plant, equipment and the like. These routes will be maintained with level surfaces and fencing/barriers and signage as required.

Viewing Area

Due to the likely interest in the project and so as to control visitors, stakeholders etc. viewing windows will be constructed which will afford interested parties an overview of the works.

The viewing area will be linked by both vehicular and pedestrian routes.

Signage/Lighting

On site signage will be provided as required to control and direct traffic and pedestrians.

Where required, lighting will be provided by use of mobile lighting towers. These will be placed to afford maximum illumination to the works but in such a way as to minimise nuisance to the surrounding environs.

Signage and lighting will be inspected and maintained as required.

Site Surveys

Before work starts:-

- A dilapidation survey of adjoining properties, adjoining public roads and paths, illustrating their current state
- A plan and level survey of the construction area
- A survey of the existing surface and foul water system

Materials Control and Storage

Delivery vehicles will be controlled to ensure that unloading only takes place within designated times and in the correct location. All sub-contractors will be required to produce a procurement schedule for their materials which will be monitored at their weekly or fortnightly meetings and must book delivery slots with our traffic controller. "Just in time" scheduling of deliveries where possible will minimise storage capacity required, double handling and congestion around the site.

Where "Just in time" deliveries are not economic or practical, site storage of materials and plant will be very carefully controlled by restricted allocation of zones to particular trades. Detailed plans of the site will be drawn up outlining areas available for moving and storing materials during the various stages of the contract.

6.0 On Site Access

Wherever possible materials will be delivered shrink-wrapped and palletised to be unloaded and distributed safely by crane or hoist.

Diesel fuel for site plant will be stored in sealed tanks inside bunded walls in accordance with the Main Contractor's Environment Policy. The use of diesel driven plant and equipment will be kept to an absolute minimum. Wherever possible equipment and plant will be electrically powered to reduce noise and prevent emissions.

Secure Storage of Materials, Plant, Tools, Chemicals and Gases

Secure storage of materials, plant, chemicals and gases will be controlled in accordance with the Main Contractor's Health and Safety Procedures and Environmental Policy.

Cranage & Hoists

The majority of unloading and distribution will be by tower crane operating with a luffing jib to avoid oversailing..

A hoist will be provided throughout the project, which will be serviced, when necessary, by forklift. Where possible the hoist will be located within one of the existing lightwells.

7.0 Site Management Protocols

Rubbish Removal, Management and Recycling

An important part of the site management process involves site cleansing, rubbish removal and recycling. This will be done by:-

- Enforcing good housekeeping measures e.g. proper storage of materials to minimise spillage.
- The use of raw materials as per manufacturer's instructions.
- Monitoring the generation of waste in order to identify trends and areas for further investigation.
- Identifying recyclable and salvageable materials and where feasible find secondary or alternative uses.
- Segregate waste types to facilitate recycling activities.
- Working with suppliers/sub-contractors to minimise surplus materials delivered to site.
- Working with suppliers to ensure only the necessary minimum of packaging is used.
- Consideration of alternative materials with lower wastage levels.
- Ensuring that all Duty of Care and other legal requirements are complied with during the disposal of wastes.
- Consulting with suppliers to determine correct/appropriate disposal routes for waste products and containers.
- Assessing the project design to identify ways in which waste generation through raw materials wastage and from temporary and permanent works activities can be avoided and minimised.
- Setting waste reduction targets as well as educating and informing site staff.

Waste management will be provided by a package contractor who will be managed by the Main Contractor's site logistics co-ordinator.

Data will be provided by the waste management contractor on the level of waste produced and the level to which this materials has been recycled.

It will be the responsibility of each section for keeping the site area under his control safe from build up of rubbish.

Induction/Site Rules/Consultation

Everybody that enters the project will receive a specific project induction before they are allowed to commence work on site.

Inductions will provide an introduction to the project, a description of the project risks and a review of the individual's competency. Site access passes will only be distributed following site induction from the Main Contractor's personnel. All site operatives will be inducted prior to commencement on site in a clearly defined facility without exception.

Induction talks for operatives new to the site will include site rules which cover among other things:

- Behaviour toward others on site and nearby.

7.0 Site Management Protocols

- Drugs and alcohol
- Smoking areas
- PPE and safety issues
- Welfare facilities and use of
- Security issues
- Emergency procedures
- Good and bad practice

Regular consultation meetings will be held with the workforce to assess safety performance on site and review where they can be improved, these will be open to all on site, in addition to this we will actively encourage the use of a 'comment box' so that site observations can be forwarded and actioned in a confidential manner. Regular 'tool box talks' will be given by the Main Contractor and also all sub-contractors to site operatives outlining a variety of relevant Health and Safety issues.

Health and Safety

To minimise risk and control exposure, the Main Contractor's Health and Safety Department will given advice at planning stages of activities and all H&S requirements. H&S will be diligently monitored throughout the project.

Safety is to be treated as a highest priority and developed to a successful programme of initiatives in order to improve Health and Safety awareness and performance.

The layout of the site accommodation will ensure that all staff, visitors and operatives will have the ability to store and retrieve the correct PPE before entering the construction area.

First Aid

The site is to have qualified first aid attendance at all times.

Noise and Hearing Protection Zones

A sound/noise meter is to be kept on site at all times to check noise levels at the site boundary during certain operations. Inside the site, and closer to noise sources, hearing protection zones, where hearing protection must be provided and worn if noise levels reach 80-85Db, will be set up.

Careful planning and use of appropriate plant and equipment normally keep these requirements to few and very short periods.

The site will be operated having due regard for the following issues:

Transport Policy

A Transport Policy will be developed that promotes the reduction in vehicles required to transport operatives to/from the site. A shared usage scheme will be implemented and the use of public transport and other means of accessing the site will be adopted by local members of the workforce.

7.0 Site Management Protocols

Hygiene

High levels of hygiene will be operated on the site. All rubbish will be collected daily for onward recycling/disposal.

Good quality messing facilities/canteen will be provided on site to promote the responsible consumption of food under hygienic conditions. This will also reduce the likelihood of scavengers and pests.

Smoking

The site will be operated in full accordance with current legislation.

Local Liaison

The site will be operated with due respect to the local environs. Working hours will be adhered to and persons employed on the site will be required to deal with any issues raised by third parties in a courteous and responsive manner.

Newsletter

A monthly newsletter will be produced for circulation to all interested parties advising the progress of the works, any impending highways works (involving route changes etc.) and full site contact details for further information.

Local Schools

There is a school located within close proximity to the site and the highest regard will be given to ensuring that all site boundaries are secured and signed within these areas.

The school itself will be notified of the dangers of such sites should they wish to advise pupils accordingly.

Construction Environmental Management Plan

The site will be operated in full regard to the provisions of a Construction Environmental Management Plan.

Construction Ecological Management Plan

The site will be operated in full regard to the provisions of a Construction Ecological Management Plan.

Equal Opportunities

The site will operate an equal opportunities policy with regard to any employment opportunities the works may create.

7.0 Site Management Protocols

Any such opportunities will be advertised locally to promote the employment of locally sourced personnel.

Emergency Planning

A comprehensive Emergency Plan will be developed for the planned site activities.

The local emergency services will be contacted prior to works commencing with a view to advising them of site access arrangements and any changes in such arrangements as the works proceed.

Mineshafts and other potentially Hazardous Areas on Site

There are particular issues associated with working in the vicinity of underground train tunnels and treatment of any earthworks associated with historic landfilled areas. These matters shall be investigated prior to commencement on site as they are likely to dictate the need for special requirements in terms of access restrictions and the development of safe methods of work, should they apply.

These safe systems of work will be fully developed and implemented prior to any activities commencing within these areas.

8.0 Environmental

The Principal Contractor employed on the scheme will be required to have an Environmental Policy, have achieved ISO14001 Accreditation and be familiar with and operate in full compliance with the Main Contractor's Construction Environmental Management Plan for the site.

Daily Environmental Record

This construction project has the potential to give rise to environmental impacts should it not be planned, carried out and managed in a responsible and diligent way.

The site management team, including a full time Environmental Representative will maintain a Daily Environmental Record (DER) of site conditions, including "nuisance" issues, which will be used to control and implement the works as required.

The DER will include information obtained from the proposed on-site weather station.

The main environmental issues are to be set out in the Construction Environmental Management Plan.

Litter, Pests and Scavengers

The site will be maintained in a cleanly, litter-free condition throughout the works.

Measures will be put in place to control pests or scavengers should they be noted during site inspections.

Regulatory Approvals and Consents

All works should be undertaken in full regulatory compliance at all times.

This will include compliance with the following (non exhaustive) approvals/requirements:

- Water Abstraction Licence/s for use in dust suppression, stabilisation and the like;
- Discharge Consent/s for surface water, effluents and the like;
- Mobile Treatment Licence Deployment for Solidification/Stabilisation works;
- Remediation Strategy formulation, approval and validation for remediation of current, on-site landfilled materials;
- Mobile Treatment Licence Deployment for other remedial processes in connection with above (as required);
- Waste Managing Licensing Exemption/s for deposition of materials and other applicable activities;
- Section 80/81 Demolition Notices;
- HSE Asbestos notifications;
- Footpath closure/diversion permits/orders;
- Temporary Traffic Orders;
- Wayleave/Easement Orders

If a Mobile Treatment Licence is deployed for the site, then the relevant WAMITAB accredited site management will be present throughout the duration of deployment.

8.0 Environmental

A close working relationship will be promoted at all times with Camden Council's Environmental Health Department and with the Environment Agency.

As required, a rolling two week programme shall be provided to enable the EHO and EA to understand the activities being undertaken at any time.

Site visits by Regulators will be encouraged.

Any concerns raised by the Regulators will immediately be investigated and addressed and any corrective actions will be implemented without delay.

Waste

A Site Waste Management Plan (SWMP) will be produced which will contain an inventory of wastes, both currently present on site and generated as part of the ongoing construction works.

Wherever possible, a principle of reduce-reuse-recycle will be adopted. This will be particularly appropriate with respect to the portions of the site containing waste and potentially contaminated materials.

The SWMP will be maintained such that at any one time, an accurate quantification of waste materials and their destiny is known.

The site will be operated in full compliance with the Environmental Protection Act 1990, the Environmental Protection (Duty of Care) Regulations 1991, all other relevant legislative requirements and the Construction Environmental Management Plan.

Quarantine Area

A demarcated quarantine area will be constructed on site prior to commencement of earthworks operations. This area will be constructed with a low permeability liner, with integral contained drainage. Any previously unidentified waste material, material awaiting further chemical analysis or contaminated material that presents a risk will be deposited within the quarantine area.

The Environmental Representative will record such materials in the DER and instigate testing, treatment or disposal as required.

Sustainability

The project will be undertaken with a demonstrably high regard to sustainability. In particular the following objectives will be set in place.

- Minimisation of vehicle movements to/from the site;
- Promotion of shared transport arrangements for site operatives;
- Use of modern plant with fuel efficient engines;
- Thorough pre-planning of operations on site to optimise the redistribution of earthworks materials together with minimisation of haul distances;

8.0 Environmental

- Provide high quality low gradient haul routes to optimise the operational efficiency of haulage plant;
- Reduce the amount of aggregates usage on site by means of alternative constructional techniques;
- Implement well planned traffic management techniques to enable traffic flows to be maintained without queuing;
- Apply a reduce-reuse-recycle philosophy to all waste processing activities.

Ecology

An ecological impact assessment is to be undertaken for the proposed development. With appropriate mitigation and habitat enhancement it is not anticipated that there will be conflict with ecological related policy or long term detrimental effects on the local ecology.

To ensure any ecological impacts are minimised and controlled, all works will be undertaken in accordance with an approved Construction Ecological Management Plan (CEMP).

Archaeology

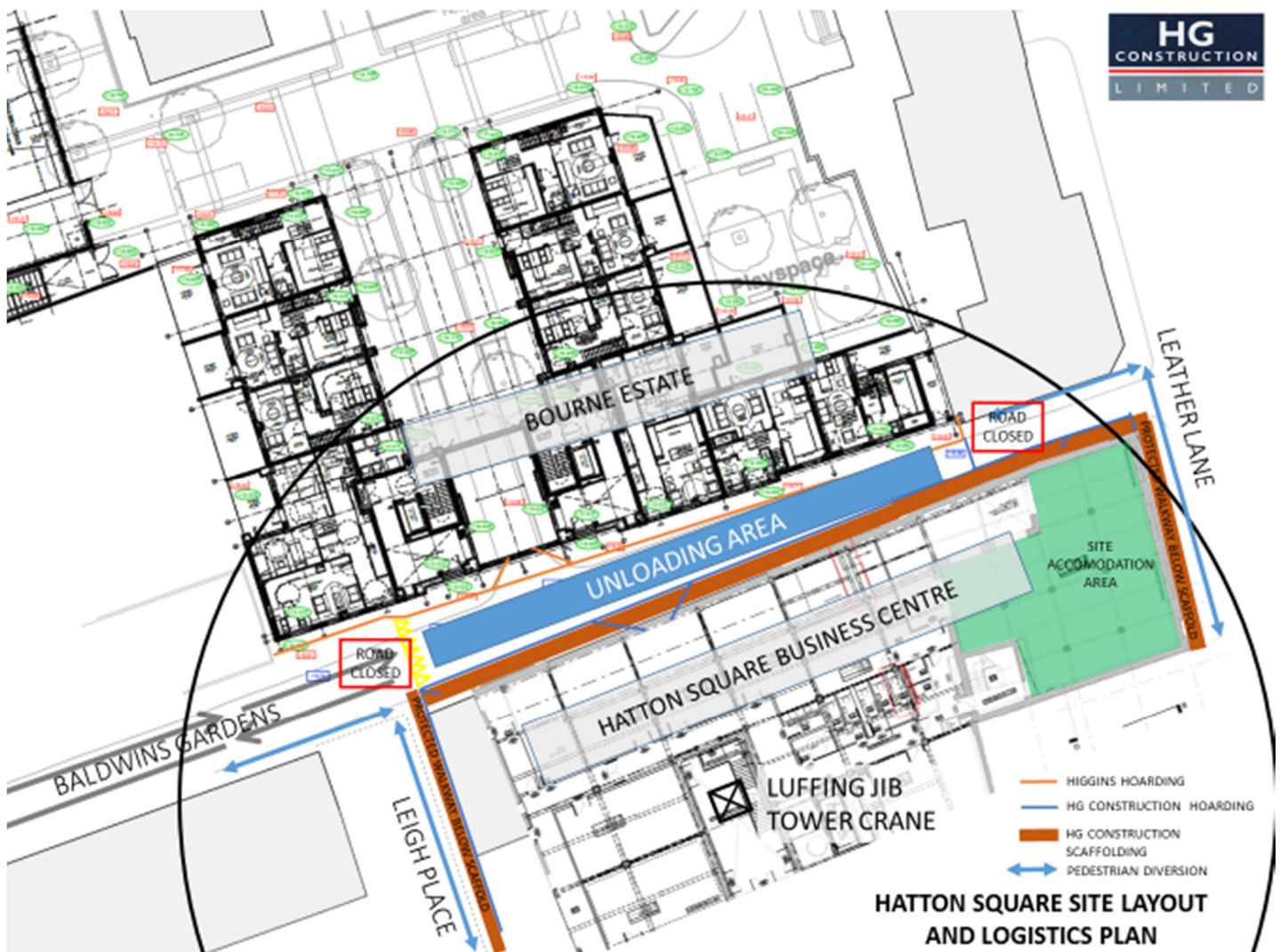
An archaeological impact study will be undertaken for the whole site prior to commencement on site, unless one has/will be carried out prior to appointment of the Main Contractor. The Main Contractor will comply with all requirements of the study.

9.0 Related Documents

9.1 Site Layout And Logistics Plan

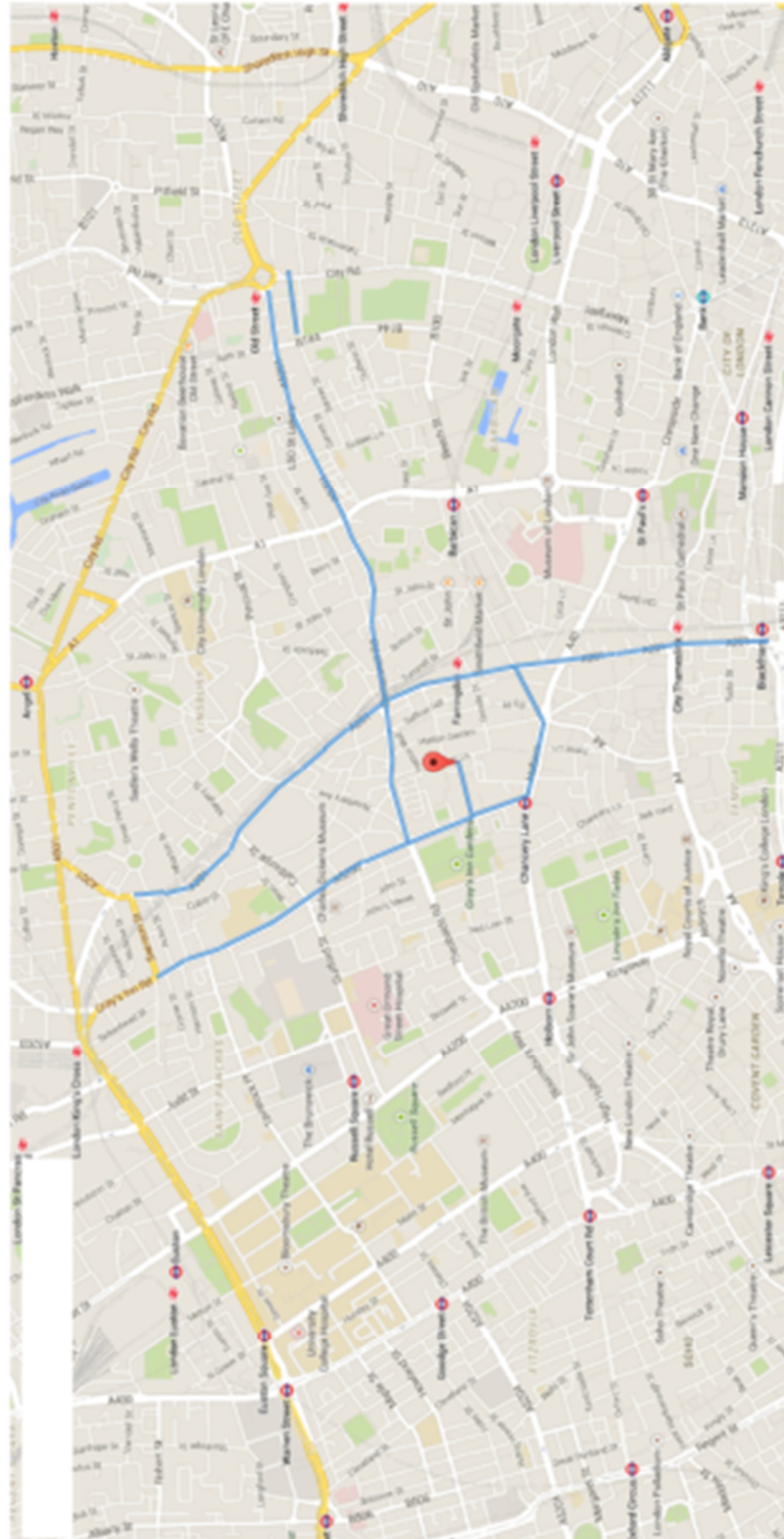
Plan identifies the position of the following

- Site access and Egress for Vehicles and Pedestrians
- Site Accommodation.
- Hoarding and Gates
- Pedestrian walkway
- Crane position
- Scaffold
- Extent of Road and footpath closure



9.0 Related Documents

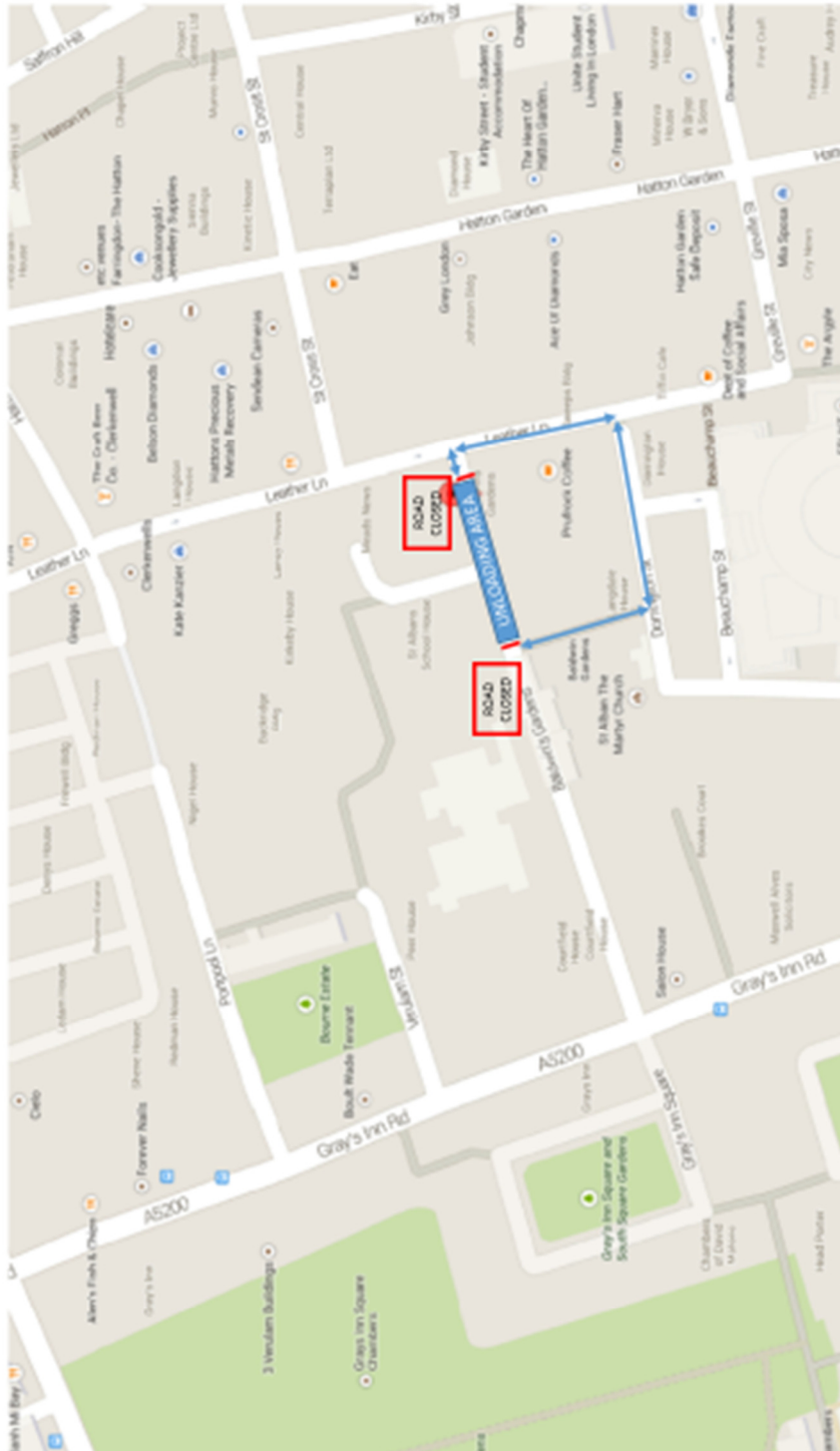
9.2 Site Access Route Plan



**HATTON SQUARE SITE ACCESS
ROUTE PLAN**

9.0 Related Documents

9.3 Pedestrian Diversion Route Plan



**HATTON SQUARE PEDESTRIAN
DIVERSION ROUTE PLAN**

[illegible]

Note: This Route is Subject to Agreement with St. Albans Centre to use their forecourt to create a turning area.

9.0 Related Documents

9.6 Analysis of Vehicle Movements

MONTH	CONSTRUCTION ACTIVITY	TYPE OF VEHICLE	FREQUENCY
Month 1 & 2	Demolition	Tipper Lorry	4 per day
	Scaffolding	Concrete Lorry	7 per week
	Foundations	Rigid Lorry	3 per day
		Vans	2 per day
	Tower Crane Erection (2 day operation)	Mobile Crane Articulated Lorry	1 per day 3 per day
Month 3 & 4	Demolition	Tipper Lorry	4 per day
	Foundations	Concrete Lorry	10 per week
	Structural Steel	Rigid Lorry	3 per day
		Vans	4 per day
Month 5 & 6	Demolition	Tipper Lorry	4 per day
	Scaffolding	Rigid Lorry	3 per day
	Structural Steel	Vans	5 per day
Month 7 & 8	Structural Steel	Concrete Lorry	12 per week
	Concrete Floors	Rigid Lorry	4 per day
		Vans	5 per day
Month 9 & 10	Structural Steel	Concrete Lorry	12 per week
	Concrete Floors	Rigid Lorry	4 per day
	Cladding and Roofing	Vans	5 per day
Month 11 & 12	Structural Steel	Concrete Lorry	12 per week
	Concrete Floors	Rigid Lorry	4 per day
	Cladding and Roofing	Vans	5 per day

MONTH	CONSTRUCTION ACTIVITY	TYPE OF VEHICLE	FREQUENCY
Month 13 & 14	Scaffolding Cladding and Roofing Fit out Works	Rigid Lorry Vans	8 per day 6 per day
Month 15 & 16	Scaffolding Cladding and Roofing Fit out Works	Rigid Lorry Vans	8 per day 6 per day
Month 17 & 18	Scaffolding Cladding and Roofing Fit out Works	Rigid Lorry Vans	8 per day 6 per day
Month 19 & 20	Scaffolding Fit out Works	Rigid Lorry Vans	6 per day 6 per day
Month 21 to 23	Fit out Works	Rigid Lorry Vans	5 per day 6 per day