**CONSTRUCTION MANAGEMENT PLAN**

**18-26 Hatton Wall,**

**London**

**EC1N 8JH**



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***Review***

***For Internal use only***

*Please initial and date in the relevant section of the table.*

*The* ***highlighted areas*** *of the Draft table will be deleted by their respective teams during pre app review if these sections are no longer applicable.*

***Pre app***

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| *Community liaison* |  |
| *CLOCS* |  |
| *Transport*  |  |
| *Highways* |  |
| *Parking* |  |
| *Environmental health* |  |
| *Sustainability* | *(attach appendix if necessary)*  |
| *Sign off* |  |

***Draft***

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| *Community liaison* |  |
| *CLOCS* |  |
| *Transport*  |  |
| *Highways* |  |
| ***Parking*** |  |
| *Environmental health* |  |
| ***Sustainability*** |  |
| *Sign off* |  |

*INDICATES INPUT REQUIREMENT FROM MULTIPLE TEAMS THROUGHOUT DOCUMENT*

**Introduction**

The purpose of the **Construction Management Plan (CMP)** is to help developers to minimise construction impacts, and relates to both on site activity and the transport arrangements for vehicles servicing the site.

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 kind of development. Further policy guidance is set out in Camden Planning Guidance [**(CPG)** 6: Amenity](http://www.camden.gov.uk/ccm/content/environment/planning-and-built-environment/two/planning-policy/supplementary-planning-documents/camden-planning-guidance.en) and [**(CPG)** 8: Planning Obligations](http://www.camden.gov.uk/ccm/content/environment/planning-and-built-environment/two/planning-policy/supplementary-planning-documents/camden-planning-guidance.en).

This CMP follows the best practice guidelines as described in [Transport for London’s](https://www.tfl.gov.uk/info-for/freight/safety-and-the-environment/improving-construction-safety) (TfL’s Standard for [Construction Logistics and Cyclist Safety](http://www.clocs.org.uk/standard-for-clocs/) (**CLOCS**) scheme) and [Camden’s Minimum Requirements for Building Construction](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=3257318) **(CMRBC)**.

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 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 CMPdoes 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**](http://www.camden.gov.uk/ccm/content/environment/building-control/file-storage-items/demolition-notice---the-building-act-1984-section-80-notice-bc104-.en)”

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 is completed electronically and submitted as a Word file to allow comments to be easily documented.

(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. **Contact**

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

Address: 18-26 Hatton Wall, London, EC1N 8JH

Planning ref: 2014/5873/P

Type of CMP - Section 106 planning obligation

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

Name: Liam Foley / Nick McNeely

Address: 70 Acton Street, London, WC1X 9NB

Email: liam@rfmprojectmanagement.com / nick@rfmprojectmanagement.com

Phone: 0207 681 0953

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: Danny McKenna

Address: 70 Acton Street, London, WC1X 9NB

Email: danny@rfmprojectmanagement.com

Phone: 0207 6810953 / 07808 817368

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.

Name: Liam Foley

Address: 70 Acton Street, London WC1X 9NB

Email: liam@rfmprojectmanagement.com

Phone: 0207 6810953 / 07804 185372

5. Please provide full contact details of the person responsible for community liaison/dealing with any complaints from local residents and businesses if different from question 3. In the case of [**Community Investment Programme (CIP)**](http://www.camden.gov.uk/ccm/content/environment/planning-and-built-environment/two/placeshaping/twocolumn/the-community-investment-programme.en), please provide contact details of the responsible Camden officer.

Name: Liam Foley

Address: 70 Acton Street, London WC1X 9NB

Email: liam@rfmprojectmanagement.com

Phone: 0207 6810953 / 07804 185372

6. 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: rfm Project Management Ltd [Liam Foley]

Address: 70 Acton Street, London, WC1X 9NB

Email: liam@rfmprojectmanagement.com

Phone: 0207 681 0953

**Site**

1. 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 located at 18-26 Hatton Wall, which is located in a mixed development area with residential and commercial developments in close proximity. This building is an existing office building which has been soft stripped in preparation for demolition and redevelopment. The new development will contain 5 floors of commercial units with 2 residential floors on top.

The immediate area is primarily retail with a long tradition in jewellery manufacturing and retailing. There is a daily clothing, footwear & hot food market on Leather Lane.

The development of this site will include the structural demolition of the existing building with retained facades to the front & side; the erection of a new steel frame with metsec floors. The façade will be a combination of brickwork and glazing / curtain walling. New services installation and general finishes to a Cat. A standard. There is a sizeable internal courtyard which will be utilised for the site set up and storage of materials.

Please find a site location plan in Appendix 1

2. 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 proposed works at 18-26 Hatton Wall will transform this building from its current form into a modern, mixed use building over 7 floors. It is anticipated that this project will take 16 months to complete and it is likely that there will be some local disruption to pedestrians, neighbouring properties and traffic, caused primarily by the delivery of materials in a busy area. Works to be carried out will include the structural demolition of the existing building new sub-structure and steel frame; replacement façade; new internal finishes and services. There will be an element of temporary works with the retention of 2 existing facades.

Hatton Wall is a narrow street with access provided by Hatton Garden at one end and Leather Lane at the other end. It is anticipated that all construction traffic will enter Hatton Wall via Hatton Garden.

The main challenges to be overcome on this project include: -

1. Hatton Wall is a relatively narrow street.
2. Removal of all demolition waste off site in a manner which does not inconvenience adjoining residents and businesses.
3. Coordination of deliveries in a busy location with high levels of pedestrian footfall generated primarily by Leather Lane market activity.
4. Safe erection of the tower frame.
5. Controlling general site traffic.
6. Control of noise, dust & vibration.
7. Protection of the public.

3. 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 most likely affected receptors of disruption are: -

* The residents of the property directly linked to 18-26 Hatton wall where there the undercroft will form the main access route to the site.
* There are a number of office buildings backing onto the internal courtyard, which will be affected.
* All businesses on Hatton Wall and Hatton Garden, in the immediate vicinity of the Hatton Wall junction, will be affected by increased levels of construction traffic including the following: -
1. RPM Pawnbrokers
2. Generation V Ltd. Jewellers
3. Diamond Watches London
4. Tuffos Place
5. MIA
6. Refined Precious Metals
7. David Luton Jewellers
8. Goulding & Bird
9. The Lion & The Fox
10. Craft Beer Co.

Control measures will be in place to monitor noise, vibration, dust and fumes. SRL have been retained as a specialist Consultant to monitor and provide mitigation measures to manage these key issues. Further details are included in later sections of the report.

The following measures will be also be adopted to mitigate any disturbance to local residents / businesses: -

* Standard construction hours.
* The use of quieter or alternative methods of mechanical plant where reasonably practical.
* Machines and equipment in intermittent use will be shut down or throttled down when not in use.
* There will be no temporary site lighting which will impact adversely on adjoining properties.
* RFM will ensure that the area around the site [Hatton Wall] will be swept regularly to prevent any accumulation of dirt or dust.
* The designated smoking area for site workers is an internal courtyard with no public access or interaction.
* During works the main air pollution emissions will be the dust generated from the demolition work. RFM will use high pressure hoses to saturate all bulk materials. Machinery exhaust emissions will be kept as low as practical by using well maintained vehicles and machinery at all times.
* Hoarding will be erected on Hatton Wall. All scaffold will be screened with heavy duty monarflex. Along with reducing the visual impact and providing protection for the construction workers and public, these will also act as a barrier for dust which originates from within the site.
* All HGV’s removing spoil from site will be fully sheeted to minimise the risk of any mud spilling on the highway.
* Wheel washing facilities taking the form of a hose down point located adjacent to the site entrance will be implemented as required.
* Burning of materials will be strictly prohibited in order to prevent unnecessary smoke emissions.

4. 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.

Please see appendix 2 for local highway network.

5. 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 appendix 3 for the gantt chart programme.

* The intended start date for the structural demolition is the 5th of October 2015, with an overall anticipated completion date of the 17th of February 2017.
* The overall anticipated duration for the project is 16 months.
* Other durations – including start and end dates - for key activities are as follows:-
1. Structural demolition 8 weeks [05/10/15 – 27/10/15]
2. Sub-structure works 10 weeks [16/11/15 – 08/02/16]
3. Erection of steel frame 20 weeks [09/02/16 – 27/06/16]
4. Façade & roof 16 weeks [15/04/16 – 25/07/16]
5. Internal fitout 22 weeks [29/07/16 – 16/01/17]
* Items 1, 2 & 3 above will progress consecutively.
* Items 3 & 4 will overlap.
* Item 5 will follow the façade i.e. the internal fitout will commence when the façade works are complete and the building is fully weathertight.

6. 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

The proposed working hours for the development of this site will be the same as the standard working hours for construction sites in Camden. We confirm these working hours as follows: -

* 8.00am to 6pm on Monday to Friday
* 8.00am to 1.00pm on Saturdays
* No working on Sundays or Public Holidays

Note: - It is likely that the erection & dismantling of the tower crane will take place at weekends. Separate road closure applications will be made to facilitate this operation.

In some instances, approval to vary the prescribed hours may be sought based on the following considerations:

* Nature, location and extent of work to limit potential nuisance
* Location of the site in relation to ‘sensitive’ zones
* The urgency or emergency nature of the works
* Safety requirements such as risk to the public/workers
* Sequential/timing issues
* Traffic management considerations
* Noise reduction measures / Measures taken to address any potential complaints
* Requirements of other authorities / Public interest.

7. 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.

Required works which would impact on the adjacent public footpath and road include:-

1. New water connection
2. New electrical power head
3. Connection to the public sewer

Both UKPN & Thames Water have been notified of the works required and requests for joint site meetings have been made. Confirmation on the pathway of the main power supply requires further investigation and confirmation on the final route. After this information has been received a full drawing will be issued as an addendum to this CMP.

Every effort will be made to coordinate and schedule the work to minimise disruption to local residents / businesses.

**Community Liaison**

Significant time savings can be made by running an effective neighbourhood consultation process. This should 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. Ideally this 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 build, 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 should consider establishing contact with other sites in the vicinity in order to manage traffic routeing and volumes. Developers in the Tottenham Court Road area have done this to great effect.

**The Council can advise on this if necessary.**

**1. 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.

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 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.

See letters to local residents in Appendix 4 & subsequent letter drop to local businesses and residents.

The following businesses and residents have received correspondence: -

1. Residents at 14-16 Hatton Wall (10 units)
2. RPM Pawnbrokers
3. Generation V Ltd. Jewellers
4. Diamond Watches London
5. Tuffos Place
6. MIA
7. Refined Precious Metals
8. David Luton Jewellers
9. Goulding & Bird
10. The Lion & The Fox
11. Craft Beer Co.

A request has been made to meet representatives of the Camden markets department (Deborah Carpenter, Richard Bradbury).

A Further drop in surgery will be held for local people to raise concerns, the timing of which will be communicated on the site notice board. Such drop in meetings will be held at a regular time each month. Timescales and contact details have been included in the letter drop and are posted on the site notice board.

[Please note works are now complete on 23-27 Hatton Wall - see picture in Appendix 5]

A further letter drop will take place prior to the structural demolition commencing.

Please also find our Employment Skills Plan in Appendix 4, this details the method we will take when employing local apprentices at Hatton Wall.

* Meetings were held with immediate neighbours (28 Hatton Wall) in relation to how the work may impact directly on them. The key comment received was the need to keep all local businesses and residents updated in relation to the progress of the works on site. This will be achieved by posting regular updates on the site notice board. Any party wall issues are being dealt with through Party Wall Surveyors.

As part of the Considerate Constructors Scheme, rfm Project Management have completed a ‘Good Neighbour Questionnaire’ letter drop to the businesses outlined above. We have yet to receive any replies. See appendix 6 for the CCS questionnaire. Furthermore in relation to the impact of this project on members of the public, the following should be noted: -

- Any damage to the footpath, road, or kerb that results from excavation, demolition and building work will be the responsibility of the principal contractor. Anything that may impact on pedestrians, cyclists and motorists’ safety will be repaired immediately.

- Bicycle paths will be maintained where existing bicycle access is provided adjacent to the construction site.

- The principle contractor will ensure there are no tripping hazards from the hoarding or perimeter fencing on nearby footpaths. Electrical, plumbing and other services extending over footpaths will be covered over, and pedestrian and disabled access will be facilitated using temporary ramps. Ramps will have a non-slip surface, a handrail, and a minimum gradient of 1:14 unless the existing topography of the street or road requires some variation to this ratio.

- The general public will be protected from construction activities including vehicle loading and off-loading within the public domain.

Precautions will be fully specified within task specific method statements and may include the following measures:

* The use of banksmen and traffic controllers
* Restriction on the type of work being carried out (welding, etc.)
* Machinery to be used
* Security mesh or barriers to separate the public from the work area.

When using skips or rubbish bins, the following steps will be taken to prevent disruption to public areas:

* No skips will be dropped on the public highway, unless in suspended parking bays.
* Times and methods for loading and unloading of bins or skips will be specified
* Pavements and streets will be protected and dilapidation surveys will be conducted before and after works have taken place.

**2. Construction Working Group**

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, the way in which 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.

The person with immediate responsibility for community liaison is the Site Manager Danny McKenna. Relevant contact details are posted up on site and have been provided to local residents / businesses. Incoming communications or complaints can be telephoned, written, faxed or by personal visit to the site in the first instance. The Site Manager is the designated Environmental Management Representative (EMR) and will respond immediately to any complaint received during working hours. Out of hours telephone numbers will be posted on the site noticeboard.

The site notice board will be continuously updated to reflect imminent and planned works.

Meetings will be arranged with Local Residents on site as required. Any concerned third party is welcome to call into site at any time.

Complaints handling strategy.

- The principle to be adopted is that we will be sympathetic to local people who have concerns or complaints about the construction activities, and will deal with then courteously and quickly.

- Incoming communications or complaints can be telephoned, written, faxed or by personal visit to the site in the first instance. The project manager is the designated Environmental Management Representative (EMR) and will respond immediately to any complaint received during working hours. Out of hours telephone numbers will be posted on the hoarding and lodged with Camden Council.

- There will be a responsible supervisor on duty at all times when there is work ongoing on site, who can deal with any issues that arise.

- Concerns will be investigated and the outcome advised to the external party. Where there is a need to implement any corrective and preventative actions these will be planned and implemented, where appropriate an environmental management programme will be established this will be documented. The outcome of investigations and action taken are recorded and on satisfactory conclusion of the response to the communication, reviewed and signed off by the EMR.

- The EMR will co-ordinate communications with external parties. The decision to instigate communication will be recorded. London Borough of Camden Environmental Protection Team will be copied all external written communications.

**3. Schemes**

* The EMR is responsible for keeping an up to date record of any external communications along with a record of any actions taken.

rfm Project Management have made contact with a number of local schools in preparation for a Health & Safety presentation aimed at ensuring children are aware of the dangers construction sites can pose and how to recognise signs which may be placed around a building site and what they mean.

Please provide details of any schemes such as the ‘Considerate Constructors Scheme’, 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](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=799001)” also referred to as “[Camden’s Considerate Contractors Manual](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=799001)”.

-18-26 Hatton Wall is registered on the Considerate Constructors Scheme

- rfm Project Management Ltd have joined the CLOCS community.

**4. 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.

Please see Appendix 6 for an area map with local sites marked on to it.

Please note the refurbishment located at 23-27 Hatton Wall, immediately opposite the subject site is now complete.

In order to mitigate cumulative traffic, rfm have produced a recommended route to site which will be issued to all Trade Contractors to ensure deliveries to 18-26 Hatton Wall will not adversely affect local traffic. There are construction sites on the route to site which are noted and delivery drivers will be aware of the rfm advised route to site. There is a significant development by Camden Council & Higgins at the Bourne Estate, our drivers will be instructed to avoid approaching 18-26 Hatton Wall from Grays Inn Road to avoid any enhanced presence of construction traffic in the vicinity of this project.

In addition to these two government funded projects, there are a number of smaller projects in the local area including:-

* The refurbishment of the Met Office at Grays Inn house
* The Herbal House development by McLaren
* Smaller residential refurbishments at 47/48 & 55 Hatton Garden

**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.](http://www.clocs.org.uk/wp-content/uploads/2014/09/CLOCS-Standard-v1.2.pdf)

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 the council to ensure compliance. Please refer to the CLOCS Standard when completing this section. Guidance material which details CLOCS requirements and our monitoring process is available [here](http://www.clocs.org.uk/clocs-guides/).

Please contact CLOCS@camden.gov.uk for further advice or guidance on any aspect of this section.

**Please refer to the CLOCS Overview and Monitoring Overview documents which give a breakdown of requirements of CLOCS Considerations**

1. Name of Principal contractor:

Rfm Project Management Ltd,

70 Action Street,

London WC1X 9NB

2. 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 in the appendix and CLOCS Standard point 3.4.7).

* There will be stipulations placed in all Trade Contracts stating that contractor’s vehicles and deliveries must comply with CLOCS standards.
* Spot checks will be carried out on vehicles if the rfm Site Manager has any reason to suspect non-compliance.

3. Please confirm that you as the client/developer and your principal contractor have read and understood the [CLOCS Standard](http://www.clocs.org.uk/wp-content/uploads/2015/05/CLOCS-Standard-v1.2-APRIL_15.pdf) and included it in your contracts. Please sign-up to join the [CLOCS Community](http://www.clocs.org.uk/links-to-partners/) to receive up to date information on the standard by expressing an interest online.

I confirm that I have included the requirement to abide by the CLOCS Standard in my contracts to my contractors and suppliers:

Confirmed.

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.**

**4. 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, public buildings,museums etc. Where appropriate, on routes that use high risk junctions (ie. those that attract high volumes of cycling traffic) installing Trixi mirrors to aid driver visibility should be considered.

Consideration should also be given to weight restrictions, low bridges and cumulative impacts of construction (including neighbouring construction sites) on the public highway network. The route(s) to and from the site should be suitable for the size of vehicles that are to be used.

a. Please indicate routes on a drawing or diagram showing the public highway network in the vicinity of the site including details of links to the [Transport for London Road Network](http://www.lscp.org.uk/lrsu/engineering_tlrn.html) (TLRN).

See Appendix 7 for Detailed Traffic Management Plans

A banksman will oversee all traffic, with support from the Site Manager. The aim of the traffic management plan (TMP) is to minimise disruption to traffic (vehicles, pedestrians and cyclists) caused by construction activities; to ensure the safety of all road users and to minimise impact on surrounding properties.

Matters for Consideration

The TMP will be based on site conditions determined by inspections. Special considerations will be given to:

* Communication and liaison procedures between the applicant / builder / Council and other nominated stakeholders (This may include a monthly meeting to discuss concerns relating to the TMP);
* Results of any additional modelling and measures to mitigate impacts;
* Truck routes, access points, queuing and number of trucks in each stage.
* Including any oversized vehicle access, their location and duration of stay.
* Impact on school drop off and pick up times and proposed restrictions on truck movements;
* Details of access to adjoining properties;
* Impacts to on street car parking including the location of any works zones;
* Maintaining a safe and convenient access to all bus stops or any changes to stops;
* Impact to pedestrians and bicycle facilities and access including any measures to ensure safe access and alternative access for pedestrians and bicyclists. Other measures such as temporary facilities, additional lighting and detours or safety barriers should be identified;
* Use of cranes on public roads. Identify any adjacent construction sites of significance and their likely impact on the works;
* Identify any changed emergency access requirements for the site and any special arrangements made in conjunctions with an affected agency;
* Any other requirements of the conditions of consent;

The TMP will be amended if there is a demonstrable need arising from:

* A change in traffic conditions
* Public health or safety arising from changes to waste collection access
* Change in construction methodology

Defined traffic management procedures are imperative for the efficient handling of materials and waste for the project, but also to ensure effective management of vehicles, passing traffic and pedestrians. The traffic management plan will be controlled by the Site Manager and reviewed regularly. The material deliveries and waste away will be within the controlled zone in the Road, immediately adjacent to the site entrance on Hatton Wall. Vehicles will turn off engines when delivering and will be turned away when the loading area is in use to ensure no localised waiting. The Project Manager and Logistics Manager will manage the traffic and working within the unloading point on the road within the loading area in-front of Hatton Wall. All deliveries will be booked in advance to ensure single delivery accommodation and co-ordination with waste removal. Sizes of deliveries will be restricted and kept to a ‘just in time’ approach.

b. Please 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.

* Contractors will receive this information within their appointment contracts.
* A copy of the traffic management local area plan will also be included in the trade orders also.

**5. 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 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. (Refer to the [*Guide for Contractors Working in Camden*](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=799001)).

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**.** Consideration should be given to the location of any necessary holding areas for large sites with high volumes of traffic. Vehicles must not wait 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.

a. 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.

Stage 1 Demolition – There will be a maximum of 5 lorry movements per day. A loading bay on Hatton Wall opposite the subject site will be used to site a 40 yard skip, to allow loading of waste material during the demolition phase. It is anticipated that the road will be closed to vehicular traffic on these occasions.

Stage 2 Groundworks – There will be a maximum of 5 skip removals per day, in a manner similar to the demolition phase above. It is anticipated that the road will be closed to vehicular traffic on these occasions.

Stage 3 – Concrete pours – 2 concrete lorries per day, pumping from the front entrance on Hatton Wall. It is anticipated that the road will be closed to vehicular traffic on these occasions.

Stage 4 – Steel frame – A maximum of 2 flat bed lorries per day. It is anticipated that the road will be closed to vehicular traffic on these occasions.

Stage 5 & 6 – Façade & fitout. Dwell time for all fitout deliveries will not exceed 90 minutes. It is anticipated that the road will be closed to vehicular traffic on these occasions.

* Debris / waste - 14 yard skips
* Flat bed trucks
* Hi ab vehicles
* Vans

All trade contractors will be required to provide to RFM their delivery strategy for their material deliveries. This will allow careful coordination of all deliveries and will prevent local congestion. It will be the responsibility of all trade contractors to manage the delivery vehicles upon their arrival to site, and to ensure materials are unloaded / loaded in a safe manner.

b. Please provide details of other developments in the local area or on the route.

Please see Appendix 6 for a local plan showing construction sites in the vicinity of the subject site or on immediate approach roads.

c. Please outline the system that is to be used to ensure that the correct vehicle attends the correct part of site at the correct time.

* There will be only one access route for deliveries to site, which will be onto Hatton Wall via Hatton Garden.
* It will be advised by rfm that construction traffic should enter Hatton Garden via Clerkenwell Road and Farringdon Road.
* All trade contractors will be required to provide to RFM their delivery strategy for their material deliveries. It will be the responsibility of all trade contractors to manage the delivery vehicles upon their arrival to site, and to ensure materials are unloaded/loaded in a safe manner.
* All trade contractors will have to strictly adhere to the site rules issued by RFM for vehicle movements.

d. Please identify the locations of any off-site holding areas (an appropriate location outside the borough may need to be identified, particularly if a large number of delivery vehicles are expected) and any measures that will be taken to ensure the prompt admission of vehicles to site in light of time required for necessary compliance checks. Please refer to question 5 if any parking bay suspensions will be required for the holding area.

We do not anticipate requiring a holding area but will likely reserve a number of parking bays on Hatton Wall to alleviate any potential congestion issues on Hatton Wall.

On a weekly basis the Logistics Manager will evaluate details of the daily profile of deliveries proposed for the upcoming week. Sufficient time will be given between deliveries to allow for any delays as a result of a delivery vehicle getting stuck in traffic or the loading / unloading taking longer than expected and to avoid any vehicles waiting on the surrounding road network.

Use of the agreed vehicle routes shall be included as a contractual requirement of the sub-contractors and will be communicated to all members of the supply chain. All site staff will be encouraged to avail of local transport and prevent any added traffic in the local area.

With regard to road closures we propose closing Hatton Wall to vehicular traffic on an intermittent basis to facilitate the delivery of materials to site. The road will only be closed for the duration of the delivery and will re-open to vehicular traffic at the earliest opportunity. We anticipate that Hatton Wall will be closed to vehicular traffic for 4 hours daily. A pedestrian through route will be maintained at all times. Signage will be placed on local roads to warn traffic of the road closure with diversion signs in place, all as detailed on the traffic management plan. Due to the size and nature of the project and anticipated deliveries we do not consider that there is a viable alternative to intermittent road closures.

We are keen to mitigate any negative impact on the market plots at Leather Lane and look forward to early engagement from Camden Councils markets department. Maintaining pedestrian access at all times will serve to mitigate any disruption to the market.

The delivery vehicles will park adjacent to the site, as indicated on the traffic management plan.

There will be a tower crane on site, which will be located inside the footprint of the building as indicated in the site logistics plan, included in Appendix 8. A request to close Hatton Wall to erect & dismantle this crane will be made under a separate application to Camden Council.

e. Please provide details of any other measures designed to reduce the impact of associated traffic (such as the use of [construction material consolidation centres](http://www.tfl.gov.uk/cdn/static/cms/documents/building-on-the-benefits-of-consolidation-centres.pdf)).

Traffic management at Hatton wall will consist of 3 phases, outlined below and in traffic management plans in appendices 7.

1. The first phase of traffic management will be a low impact delivery system utilising the undercroft access to 18-26 Hatton Wall.  Vans and trucks will be guided into the undercroft by a qualified Traffic Marshal and unloaded by a telescopic fork truck or by man handling material. This system will be used throughout the temporary works and soft strip demolition process.

2. The second phase of Traffic Management shows the proposed access strategy to Hatton Wall from Hatton Garden for large vehicles anticipated for the main construction of the building. This phase is to compliment the third phase to traffic management detailed below.

3. The third phase of Traffic Management will be to close Hatton Wall for intermittent delivery periods throughout the day, our aim is to manage our delivery system in such a way that market stall off loading and loading will be unaffected by traffic to site. There will be traffic marshals for this Traffic Management phase, based at either end of the road to enforce the road closure and also to direct pedestrians to the safe access we will provide along the pavement opposite 18-26 Hatton Wall.  Offloading will be carried out by a tower crane at this stage which will be vital to the speed deliveries are off loaded to allow the road to be re-opened. There will be diversion signs in place whenever there is a delivery to site – Leather Lane closes to traffic during market times which run concurrently with our site opening times. It is believed there will be very little disturbance to local traffic caused through closing this section of Hatton Wall for short periods during the day.

The requirement for a construction material consolidation centre will be kept under continuous review.

All site staff and visitors will be encouraged to avail of local transport and prevent any added traffic in the local area.

No part loads in order to minimise inefficient journeys.

**6. 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)

Vehicles entering and leaving the site should be carefully managed, using gates that are clearly marked and free from obstacles. Traffic Marshalls must ensure the safe passage of pedestrians, cyclists and other traffic when vehicles are entering and leaving site, particularly if reversing.

a. Please detail the proposed access and egress routes to and from the site

All vehicles will be advised to arrive via Farringdon Road, onto Clerkenwell Road, then to Hatton Garden before arriving in Hatton Wall.

Resident traffic marshals will be employed to ensure the safe passage of pedestrians, cyclists and other third party traffic vehicles.

See local area plan on Appendix 9 outlining the primary route to site for construction traffic.

b. Please describe how the access and egress arrangements for construction vehicles will be managed.

See Traffic Management plan in Appendix 7

All vehicles will be advised to arrive via Farringdon Road, onto Clerkenwell Road, then to Hatton Garden before arriving in Hatton Wall. All construction traffic will reverse back onto Hatton Garden and take the same route from site as was taken to get to the subject site.

There will be a minimum of 2 resident Traffic Marshals to coordinate the arrival & departure of all delivery vehicles, who in turn will be supervised by the Site Manager.

c. 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).

See Traffic Management plan phase 2 in Appendix 7, Traffic marshals will guide delivery lorries in and out of Hatton Wall, the proposed manoeuvring system is shown in this plan.

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.

The provision of wheel wash facilities will not be required at Hatton Wall. This is a brownfield site with an internal hard surfaced courtyard. Should wheel wash facilities be required it will take the form of high pressure hoses at the entrance to the courtyard. All vehicles exiting the site will be monitored by the traffic marshals. The section of road adjacent to the site will be swept on a daily basis.

**7. Vehicle loading and unloading:** *“Clients shall ensure that vehicles are loaded and unloaded on-site as far as is practicable.”* (P19, 3.4.4)

If this is not possible, 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 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 loading is to take place off site, please identify where this is due to take place and outline the measures you will take to ensure that loading/unloading is carried out safely. Please outline in question 8 if any parking bay suspensions will be required.

It is not possible for construction deliveries to be unloaded on site. The only vehicular access to site is a 2.80m high undercroft, which is not suitable for larger vehicles. For this reason all deliveries will need to be unloaded on Hatton Wall.

In accordance with the overall site logistics strategy and the Traffic Management plan, site traffic marshals will implement the site delivery strategy by closing Hatton Wall and diverting vehicular traffic onto adjacent roads while aiming to maintain safe passage for pedestrians at all times.

See Traffic Management plans in Appendix 7 and the site logistics plan in Appendix 8.

**Highway interventions**

**8. Parking bay suspensions and temporary traffic management orders**

Please note that a parking bay suspension should only be requested where absolutely necessary. Parking bay suspensions are permitted for a maximum of 6 months, suspensions whose duration exceeds 6 months must apply for a Temporary Traffic Order (TTO). For parking bay suspensions of one year or longer, a Traffic Management Order (TMO) must be applied for.

Please provide details of any proposed parking bay suspensions and temporary traffic management orders which would be required to facilitate construction.

A request may be made for parking bay suspensions on Hatton Wall, but only when absolutely necessary.

**9. Scaled drawings of highway works**

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. You must submit a detailed (to-scale) plan showing the impact on the public highway that includes the extent of any 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.

a. Please provide accurate scaled drawings of any highway works necessary to enable construction to take place (e.g. construction of temporary vehicular accesses).

Site accommodation and general site welfare facilities will be located in private internal courtyard, with no requirement for site accommodation on the public highway.

Please note the site logistic plan in Appendix 8 which includes: -

* The proposed hoarding line in front of the subject site.
* Pedestrian routes on Hatton Wall.
* Parking bays on Hatton Wall.
* Road & footpath widths adjacent to the subject site.

b.Please provide details of all safety signage, barriers and accessibility measures such as ramps and lighting etc.

See Traffic Management plans in Appendix 7.

A schedule of safety signs is as follows: -

Phase 1

* Footway closed x2
* Footpath ahead closed access to local business only x2

Phase 2

* Stop works x 3
* Road ahead closed x1
* Footway closed x2
* Footpath ahead closed access to local business only x2

Phase 3

* Road closed x2
* Footway closed x2
* Footpath ahead closed access to local business only x 2
* No left turn x2
* Diversion ends x2
* Diversion ahead x2
* Diverted traffic left x4

**10. Diversions**

Where applicable, please supply details of any diversion, disruption or other anticipated use of the public highway during the construction period (alternatively a plan may be submitted).

Temporary vehicular diversions will be required when Hatton Wall is closed intermittently to facilitate deliveries, as indicated on the traffic management plan. Prior to any road closure diversion signs will be positioned locally to warn all drivers of the local diversion. Hatton Wall will be re-opening without delay post-delivery and all diversion signs will be removed.

**11. VRU and pedestrian diversions, scaffolding and hoarding**

Pedestrians and/or cyclist 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 ramping 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. Lighting and signage should be used on temporary structures/skips/ hoardings, etc.

A secure hoarding will generally be required to the site boundary with a lockable access

a. Please provide details describing how pedestrian and cyclist safety will be maintained, including any proposed alternative routes (if necessary), and any Traffic Marshall arrangements.

It is intended that diversions will only apply to vehicles and that access through Hatton Wall will be maintained at all times for vulnerable footway users. Appropriate ramping will be put in place, if the local footpath is unsuitable. All pedestrians and VRU’s will be asked to use the footpath opposite the subject site.

A scaffold and hoarding license has been obtained from Camden and is included in Appendix 10

There will be permanent traffic marshals on site to maintain the safety of the public and to ensure all deliveries are properly coordinated and arranged.

b. Please provide details of any temporary structures which would overhang the public highway (e.g. scaffolding, gantries, cranes etc.) and details of hoarding requirements or any other occupation of the public highway.

See Appendix 10 for the scaffold plan affecting the public footpath.

The tower crane will be located within the site as indicated on the site logistic plan.

An independent access scaffold and hoarding will be erected on Hatton Wall immediately adjacent to the site as per the terms of the license received from Camden. All other scaffold is within the private courtyard or over adjoining private gardens i.e. the public will be unaffected by the scaffold to all other elevations.

**Environment**

To answer these sections please refer to the relevant sections of **Camden’s Minimum Requirements for Building Construction (**[**CMRBC**](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=3257318)**).**

1. Please list all [noisy operations](http://www.camden.gov.uk/ccm/content/environment/environmental-health--consumer-protection/noise/reducing-noise/noise-from-construction-sites.en?page=2)  and the construction method used, and provide details of the times that each of these are to be carried out.

Noise Management Plan

As part of the Construction Management Plan a Noise Management Plan (NMP) has been developed and is included in this Construction Management plan. SRL have been appointed to provide noise, dust and vibration management services. The NMP will:

* Identify sensitive zones surrounding the project site.
* Incorporate responses to community concerns relating to potential noise (and vibration) impact raised during the consultative process. Active consultation and communication will facilitate this process.
* Quantify potential off-site noise emissions for the range of activities proposed at the site
* Formulate specific noise and vibration minimisation methods proposed for the site.

The noise monitoring on the project will remain in place until the façade is fully complete.

Anticipated noisy operations

* Structural demolition
* Excavations and general sub-structure works
* Erection of steel frame
* Scaffold erection
* Installation of curtain walling frames & cladding

All fitout works will take place behind a completed façade, which will serve to limit noise emissions.

Potential noise mitigation measures

* Change the working method to use equipment or modes of operation that produce less noise.
* Reduce the need for noisy assembly practices, e.g. fabricate off site.
* Keep noisy plant as far away as possible from public areas.
* Adopt working hours to restrict noisy activities to certain periods of the day.
* Arrange delivery times to suit the area - daytime for residential areas
* Route construction vehicles to take account of the need to reduce noise and vibration.
* Use mufflers or silencers to reduce noise transmitted along pipes and ducts.
* Maintain plant properly - adequate lubrication to reduce squeaks and the tightening of loose nuts and bolts to minimise rattles are part of routine maintenance.

2. 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.

We confirm a noise survey has been carried out in late August with a copy of the survey included in Appendix 11

3. Please provide predictions for [noise](http://www.camden.gov.uk/ccm/content/environment/environmental-health--consumer-protection/noise/reducing-noise/noise-from-construction-sites.en?page=2) and vibration levels throughout the proposed works.

Please see report from Specialist Company SRL included in Appendix 11 of the CM plan.

4. Please provide details describing mitigation measures to be incorporated during the construction/[demolition](http://www.camden.gov.uk/ccm/navigation/environment/building-control/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.

See report from SRL App 11

In summary should the activities on site exceed the predicted levels then alternative methods of construction will be considered. Noisy activities or activities which may cause excessive vibration will be restricted to a two hours on – 2 hours off protocol.

RFM will hold environmental tool box talks, review sub-contractor impacts and produce full assessments of each activity which involves noise levels which are above the predicted levels.

RFM will carry out a full pre-qualification check on all sub-contractors along with statements on their environmental policies to ensure compliance on maintaining noise levels and mitigation measures.

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

The site specific induction booklet will contain a section on the BS 5228:2009 to ensure operatives are familiar with the Noise & Vibration standard. It is also stipulated that all operatives must be CSCS card holders, the health and safety knowledge required to pass the CSCS tests will be relevant to this point also.

It is not possible to provide evidence that staff have been trained on BS 5228:2009 as the procurement process has not commenced for this project. A commitment will be given to include a requirement in sub-contractor contracts that all staff will be trained in BS 5228:2009.

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

The principle activities that will generate dust are demolition, excavations, foundations and external works.

The material disturbed by excavation are inert materials (clay / gravel) and therefore the dust generated during their removal and transportation does not represent a hazard to either people or the environment.

When activities are being carried out that risk generating large volumes of air borne dust, RFM will employ appropriate dust suppression measures. This will typically take the form of damping down and dust screens. It should be noted that this type of work is schedule to take place over the winter months meaning the prevailing weather conditions will serve as a natural dust suppressant. A monarflex protective screen has been erected on all scaffold lifts to further reduce / eliminate the spread of dust.

Good site management will be strictly enforced to ensure work areas are kept clean and tidy at all times to prevent the migration of dust throughout the site.

Dust monitoring will be in place throughout the demolition and substructure phases of the project, as outlined in the SRL report in App 11

7. 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.

Twice daily sweeping with the adjacent road and footpath power washed on a daily basis. A wheel wash system will be employed if necessary to prevent mud or dirt being carried onto the public highway.

8. Please provide details describing arrangements for monitoring of [noise](http://www.camden.gov.uk/ccm/content/environment/environmental-health--consumer-protection/noise/reducing-noise/noise-from-construction-sites.en?page=2), vibration and dust levels.

See Appendix 11 for details on monitoring methods. SRL have been appointed as a specialist company to provide monitoring in the area of noise, vibration and dust. The monitors are installed and have begun recording data. Please see the baseline survey in Appendix 11.

Sub-contractors are encouraged to purchase equipment that is advanced in technology and equipped with vibration absorbing features.

To ensure that operatives are aware of the effects of hand arm vibration they will be provided with adequate information on the hazards and controls, and given information in order to reduce the risk. RFM will also look at RAMS to ensure that they are reviewing all aspects of the tools to be sued to complete each section of the works requirement.

9. Please confirm that a [Risk Assessment](http://www.hse.gov.uk/risk/controlling-risks.htm) has been undertaken at planning application stage in line with the [GLA’s Control of Dust](http://www.london.gov.uk/thelondonplan/guides/bpg/bpg_04.jsp) and Emissions Supplementary Planning Guidance (SPG), and the risk level that has been identified, with evidence. Please attach the risk assessment as an appendix if not completed at the planning application stage.

An Air Quality risk assessment will be undertaken by SRL. This will include the risk to soiling, health and the natural environment from demolition, earthworks, construction and trackout activities to be summarised, and recommendations made as to emission control measures to be implemented as part of the scheme.

The assessment will be carried out following the methodology set out in the GLA’s guidance, and mitigation measures will be proposed that are appropriate to the level of risk.

10. Please confirm that all of the GLA’s ‘highly recommended’ measures from the [SPG](https://www.london.gov.uk/priorities/planning/supplementary-planning-guidance) relative to the level of risk identified in question 9 by completing the attached appendix listing.

The assessment will be carried out following the methodology set out in the GLA’s guidance, and mitigation measures will be proposed that are appropriate to the level of risk.

All measures specified as relative to this project will be addressed within our contractors risk assessment and as works continue, subcontractor RAMS will meet the council guidelines.

All subcontractor’s RAMS can be found in the site office along with a copy of the main contractor’s RAMS.

11. If the site is a High Risk Site, 4 real time dust monitors will be required, as detailed in the [SPG](https://www.london.gov.uk/priorities/planning/supplementary-planning-guidance). 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.

SRL Have been instructed to provide a real time dust monitoring service, the results of which will be monitored in such a way that rfm will be ready to act if any issue arises. The council will be provided with this information upon request, the results will also be kept in an up to date file in the site office.

12. Please provide details about how rodents, including [rats](http://www.camden.gov.uk/ccm/content/environment/environmental-health--consumer-protection/pest-control/about-the-pest-control-service.en), 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).

Albany Pest Control have been instructed to carry out a monthly inspection of the site, providing a monitoring system and will take action if rodent egress is detected.

Other initiatives which will be initiated include:-

* No waste on site
* No eating or drinking on site other than in the canteen
* Capping of redundant drains
* Installation of traps

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

See full report in CMP Dropbox file.

In summary an R & D survey was carried out in 2014 and all asbestos removed. The site is now free from asbestos.

14. 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.

There will be site rules placed in various locations detailing the behaviour deemed acceptable from any sub-contractor. There will be a zero tolerance policy in place, handing the site manager the ability, if required and deemed necessary to dismiss any persons unable to act appropriately.

A smoking area is provided to the courtyard of 18-26 Hatton Wall, away from the general public.

Within the RFM Health & Safety plan it is stated that ‘no personnel shall indulge in fighting, horseplay or practical jokes including wolf whistling’.

RFM will implement a red card system; therefore any person found to be acting in a manner deemed to be unacceptable, will be removed from site and barred from working on any RFM site.