

DATED 10 november 2015

(1) UNIVERSITY COLLEGE LONDON

and

(2) THE MAYOR AND BURGESSES OF
THE LONDON BOROUGH OF CAMDEN

A G R E E M E N T
relating to land known as
96A-98 CHENIES MEWS LONDON WC1E 6HX
pursuant to Section 106 of the Town and Country Planning
Act 1990 (as amended)

Andrew Maughan
Head of Legal Services
London Borough of Camden
Town Hall
Judd Street
London WC1H 9LP

Tel: 020 7974 5680
Fax: 020 7974 1920

1781.328

THIS AGREEMENT is made the 10 day of November 2015

B E T W E E N:

- i. **UNIVERSITY COLLEGE LONDON** of Gower Street, London WC1E 6BT (hereinafter called "the Owner") of the first part
- ii. **THE MAYOR AND BURGESSES OF THE LONDON BOROUGH OF CAMDEN** of Town Hall, Judd Street, London WC1H 9LP (hereinafter called "the Council") of the second part

1. WHEREAS

- 1.1 The Owner is registered at the Land Registry as the freehold proprietor with Title absolute of the Property being part of the land registered under Title Numbers LN100702 and NGL691471.
- 1.2 The Owner is the freehold Owner of and is interested in the Property for the purposes of Section 106 of the Act.
- 1.3 A Planning Application for the Development of the Property was submitted to the Council and validated on 18 June 2015 and the Council resolved to grant permission conditionally under reference number 2015/3414/P subject to conclusion of this legal Agreement.
- 1.4 The Council is the local planning authority for the purposes of the Act for the area in which the Property is situated and considers it expedient in the interests of the proper planning of its area that the development of the Property should be restricted or regulated in accordance with this Agreement.
- 1.5 For that purpose the Owner is willing to enter into this Agreement pursuant to the provisions of Section 106 of the Act.

2. **DEFINITIONS**

In this Agreement the following expressions (arranged in alphabetical order) shall unless the context otherwise requires have the following meanings:-

- 2.1 "the Act" the Town and Country Planning Act 1990 (as amended)
- 2.2 "the Agreement" this Planning Obligation made pursuant to Section 106 of the Act
- 2.3 "Business Parking Bay" a parking place designated by the Council by an order under the Road Traffic Regulation Act 1984 or other relevant legislation for use by businesses of the locality in which the Development is situated
- 2.4 "Business Parking Permit" a parking permit issued by the Council under section 45(2) of the Road Traffic Regulation Act 1984 allowing a vehicle to park in a Business Parking Bay
- 2.5 "the Construction Phase" the whole period between
- (i) the Implementation Date and
 - (ii) Occupation date
- 2.6 "Construction Welfare Facility Management Plan" A plan setting out a package of measures that the Owner will adopt in undertaking the management of the use of the building to include (but not limited to) the following:
- (i) the incorporation of the measures set out in the submission document entitled Construction Welfare Facility

Management Plan as annexed at the First Schedule.

- (ii) a code of conduct to be made available to occupiers of the Property setting out the standards by which the occupiers of the Property are expected to conduct themselves both within the Property and the local area with a view to promote awareness of the need to ensure that both occupiers and staff behaviour both on and off the Property causes minimum impact on or disruption to local residents.
- (iii) provision of a designated community contact in order that any issues affecting local residents can be dealt with in an efficient manner and creating a tangible point of reference if local residents wish to raise any issues;
- (iv) Mechanism for the dissemination of information to occupiers of the Property;
- (v) A commitment by Owner to provide the Council with quarterly updates of the ongoing concerns of surrounding residents
- (vi) any further information the Council may reasonably require

2.7 "the Development"

change of use of part basement, ground and first floors from education and teaching facilities (Class D1) to construction welfare facilities (Class Sui Generis) for a temporary period of 5

years, including installation of heat recovery unit and 2x condensers above first floor roof and 14 temporary cycle spaces within the site as shown on drawing numbers Site location plan; 681-G-: 141 Rev A; 140 Rev A; 182 Rev B; 181 Rev B; 180 Rev A; 172 Rev A; 171 Rev A; 170 Rev A; 133 Rev B; 132 Rev A; 131 Rev B; 130 Rev A; 113 Rev B; 112 Rev A; 111 Rev B; 110 Rev A; Building 204 - Welfare Management Plan dated 07/05/15; Transport Statement (Iceni Projects) dated June 2015; Planning Statement (Deloitte) dated June 2015; Noise Impact Assessment (Buro Happold) dated 18 May 2015.

2.8 "the Implementation Date"

the date of implementation of the Development by the carrying out of a material operation as defined in Section 56 of the Act and references to "Implementation" and "Implement" shall be construed accordingly

2.9 "Occupation Date"

the date when any part of the Development is occupied and the phrases "Occupy", "Occupied" and "Occupation" shall be construed accordingly but for the avoidance of doubt shall not include occupation for fitting-out

2.10 "the Parties"

mean the Council and the Owner

2.11 "the Planning Application"

a planning application in respect of the development of the Property submitted to the Council and validated on 18 June 2015 for which a resolution to grant permission has been passed conditionally under reference number 2015/3414/P subject to conclusion of this Agreement

Deloitte LLP
Athene Place
66 Shoe Lane
London
EC4A 3BQApplication Ref: **2015/3414/P**

29 October 2015

Dear Sir/Madam

DRAFT

FOR INFORMATION ONLY - THIS IS NOT A FORMAL DECISION
Town and Country Planning Act 1990 (as amended)

DECISION SUBJECT TO A SECTION 106 LEGAL AGREEMENTAddress:
96A-98 Chenies Mews
London
WC1E 6HX

Proposal:

DECISION

Change of use of part basement, ground and first floors from education and teaching facilities (Class D1) to construction welfare facilities (Class Su1 Geners) for a temporary period of 5 years, including installation of heat recovery unit and 2x condensers above first floor roof and 14 temporary cycle spaces within the site.

Drawing Nos: Site location plan; 681-G-: 141 Rev A; 140 Rev A; 182 Rev B; 181 Rev B; 180 Rev A; 172 Rev A; 171 Rev A; 170 Rev A; 133 Rev B; 132 Rev A; 131 Rev B; 130 Rev A; 113 Rev B; 112 Rev A; 111 Rev B; 110 Rev A; Building 204 - Welfare Management Plan dated 07/05/15; Transport Statement (Iceni Projects) dated June 2015; Planning Statement (Deloitte) dated June 2015; Noise Impact Assessment (Buro Happold) dated 18 May 2015.

The Council has considered your application and decided to grant permission subject to the conditions and informatives (if applicable) listed below **AND** subject to the successful conclusion of a Section 106 Legal Agreement.

The matter has been referred to the Council's Legal Department and you will be contacted shortly. If you wish to discuss the matter please contact **Aidan Brookes** in the Legal Department on **020 7 974 1947**.

Once the Legal Agreement has been concluded, the formal decision letter will be sent to you.

Condition(s) and Reason(s):

- 1 The development hereby permitted must be begun not later than the end of three years from the date of this permission.

Reason: In order to comply with the provisions of Section 91 of the Town and Country Planning Act 1990 (as amended).

- 2 All new external work shall be carried out in materials that resemble, as closely as possible, in colour and texture those of the existing building, unless otherwise specified in the approved application.

Reason: To safeguard the appearance of the premises and the character of the immediate area in accordance with the requirements of policy CS14 of the London Borough of Camden Local Development Framework Core Strategy and policy DP24 and DP25 of the London Borough of Camden Local Development Framework Development Policies.

- 3 The development hereby permitted shall be carried out in accordance with the following approved plans: Site location plan; 681-G-: 141 Rev A; 140 Rev A; 182 Rev B; 181 Rev B; 180 Rev A; 172 Rev A; 171 Rev A; 170 Rev A; 133 Rev B; 132 Rev A; 131 Rev B; 130 Rev A; 113 Rev B; 112 Rev A; 111 Rev B; 110 Rev A; Building 204 - Welfare Management Plan dated 07/05/15; Transport Statement (Iceni Projects) dated June 2015; Planning Statement (Deloitte) dated June 2015; Noise Impact Assessment (Buro Happold) dated 18 May 2015.

Reason:

For the avoidance of doubt and in the interest of proper planning.

- 4 The use hereby permitted shall not be carried out outside the following times 06:30 to 19:30 Mondays to Fridays, 0700 to 1400 Saturdays and shall not be used at any time on Sundays and Bank Holidays.

Reason: To safeguard the amenities of the adjoining premises and the area generally in accordance with the requirements of policy CS5 of the London Borough of Camden Local Development Framework Core Strategy and policies DP26 and DP28 of the London Borough of Camden Local Development Framework Development Policies.

- 5 Noise levels at a point 1 metre external to sensitive facades shall be at least 5dB(A) less than the existing background measurement (LA90), expressed in dB(A) when all plant/equipment (or any part of it) is in operation unless the plant/equipment hereby permitted will have a noise that has a distinguishable, discrete continuous note (whine, hiss, screech, hum) and/or if there are distinct impulses (bangs, clicks, clatters, thumps), then the noise levels from that piece of plant/equipment at any sensitive façade shall be at least 10dB(A) below the LA90, expressed in dB(A).

Reason: To safeguard the amenities of the adjoining premises and the area generally in accordance with the requirements of policy CS5 of the London Borough of Camden

Local Development Framework Core Strategy and policies DP26 and DP28 of the London Borough of Camden Local Development Framework Development Policies.

- 6 Before the use commences, the Heat Recovery Ventilation Unit and the Mitsubishi condenser shall be provided with acoustic attenuation in accordance with the Noise Impact Assessment (Buro Happold) dated 18 May 2015 hereby approved. All such measures shall thereafter be retained and maintained in accordance with the manufacturers' recommendations.

Reason: To safeguard the amenities of the adjoining premises and the area generally in accordance with the requirements of policy CS5 of the London Borough of Camden Local Development Framework Core Strategy and policies DP26 and DP28 of the London Borough of Camden Local Development Framework Development Policies.

- 7 The permission is temporary for a period of 5 years from the date of this permission or until the property is no longer required for use as construction welfare facilities, whichever is the sooner, at which time the use of the premises as construction welfare facilities shall cease and the premises shall revert to their former lawful use which is educational teaching and facility space (Use Class D1).

Reason: In order that the long term use of the site may be properly considered in accordance with policy CS10 of the London Borough of Camden Local Development Framework Core Strategy and policy DP15 of the London Borough of Camden Local Development Framework Development Policies.

Informative(s):

1

Your proposals may be subject to control under the Building Regulations and/or the London Buildings Acts which cover aspects including fire and emergency escape, access and facilities for people with disabilities and sound insulation between dwellings. You are advised to consult the Council's Building Control Service, Camden Town Hall, Argyle Street WC1H 8EQ, (tel: 020-7974 6941).

2

Noise from demolition and construction works is subject to control under the Control of Pollution Act 1974. You must carry out any building works that can be heard at the boundary of the site only between 08.00 and 18.00 hours Monday to Friday and 08.00 to 13.00 on Saturday and not at all on Sundays and Public Holidays. You are advised to consult the Council's Compliance and Enforcement team [Regulatory Services], Camden Town Hall, Argyle Street, WC1H 8EQ (Tel. No. 020 7974 4444 or on the website <http://www.camden.gov.uk/ccm/content/contacts/council-contacts/environment/contact-the-environmental-health-team.en> or seek prior approval under Section 61 of the Act if you anticipate any difficulty in carrying out construction other than within the hours stated above.

- 3 Your attention is drawn to the fact that there is a separate legal agreement with the Council which relates to the development for which this permission is granted. Information/drawings relating to the discharge of matters covered by the Heads of Terms of the legal agreement should be marked for the attention of the Planning Obligations Officer, Sites Team, Camden Town Hall, Argyle Street, WC1H 8EQ.

In dealing with the application, the Council has sought to work with the applicant in a positive and proactive way in accordance with paragraphs 186 and 187 of the National Planning Policy Framework.

Yours faithfully

Culture and Environment Directorate

DRAFT

DECISION

2.12 "Planning Obligations
Monitoring Officer"

a planning officer of the Council from time to time allocated to deal with all planning obligations pursuant to S106 of the Act to whom all notices, correspondence, approvals etc must be sent in the manner prescribed at clause 6.1 hereof

2.13 "the Planning
Permission"

a planning permission granted for the Development substantially in the draft form annexed hereto

2.14 "the Property"

the land known as 96A-98 Chenies Mews London WC1E 6HX the same as shown for identification purposes only edged red on the second schedule annexed hereto

3. **NOW THIS DEED WITNESSETH** as follows:-

3.1 This Agreement is made in pursuance of Section 106 of the Act, and is a planning obligation for the purposes of Section 106 as aforesaid, and shall be enforceable by the Council against the Owner as provided herein and against any person deriving title to any part of the Property from the Owner and insofar as it is not a planning obligation its provisions may be enforceable by the Council under any relevant statutory powers.

3.2 Words importing the singular shall include the plural and vice versa and any words denoting actual persons shall include companies corporations and other artificial persons.

- 3.3 Any reference to a specific statute or statutes include any statutory extension or modification amendment or re-enactment of such statute and any regulation or orders made under such statute.
- 3.4 The clause and paragraph headings do not form part of this Agreement and shall not be taken into account in its construction of interpretation.
- 3.5 It is hereby agreed between the Parties that save for the provisions of clauses 1, 2, 3, 5, 6 and 7 hereof all of which shall come into effect on the date hereof the covenants undertakings and obligations contained within this Agreement shall become binding upon the Owner upon the Implementation Date.
- 3.6 The Council hereby agrees to grant the Planning Permission on the date hereof.
- 3.7 The Parties save where the context states otherwise shall include their successors in title.
- 3.8 The Parties acknowledge that the Development shall be treated as being designated as "car free" development for the duration of the Planning Permission in accordance with Clause 4.1 for all relevant purposes.

4. **OBLIGATIONS OF THE OWNER**

The Owner hereby covenants with the Council as follows:-

4.1. **CAR FREE**

- 4.1.1. To ensure that prior to occupying any part of the Development each new occupant of the Development is informed by the Owner of the Council's policy that they shall not be entitled (unless they are the holder of a disabled persons badge issued pursuant to Section 21 of the Chronically Sick and Disabled Persons Act 1970) to be granted a Business Parking Permit to park a vehicle in a Business Parking Bay and will not be able to buy a contract to park within any car park owned, controlled or licensed by the Council.

4.1.2. The Owner for itself and its successors in title to the Property hereby acknowledges that the provision in Clause 4.1.1 above will remain for the duration of the Planning Permission.

4.1.3. On or prior to the Occupation Date the Owner shall inform the Council's Planning Obligations Monitoring Officer of the official unit numbers of the units forming part of the Development (as issued and agreed by the Council's Street Name and Numbering Department), identifying those units that in the Owner's opinion are affected by the Owner's obligation in Clause 4.1.1 of this Agreement.

4.2. CONSTRUCTION WELFARE FACILITY MANAGEMENT PLAN

4.2.1. Prior to the Implementation Date to submit to the Council for approval the Construction Welfare Facility Management Plan.

4.2.2. Not to Implement nor permit Implementation until the Construction Welfare Facility Management Plan has been approved by the Council (such approval not to be unreasonably withheld or delayed) as demonstrated by written notice to that effect.

4.2.3. Following the Occupation Date the Owner shall not Occupy or permit Occupation of any part of the Development at any time when the Development is not being managed in strict accordance with the Construction Welfare Facility Management Plan as approved by the Council from time to time and shall not Occupy or permit Occupation of the Development otherwise than in strict accordance with the requirement of the Construction Welfare Facility Management Plan.

5. NOTICE TO THE COUNCIL/OTHER MATTERS

5.1 The Owner shall give written notice to the Council on or prior to the Implementation Date specifying that Implementation of the Planning Permission has taken or is about to take place.

5.2 Within seven days following completion of the Development the Owner shall certify in writing to the Planning Obligations Monitoring Officer in the manner outlined at clause 6.1 hereof quoting the Planning Permission reference 2015/3414/P the date upon which the Development will be ready for Occupation.

- 5.3 The Owner shall act in good faith and shall co-operate with the Council to facilitate the discharge and performance of all obligations contained herein and the Owner shall comply with any reasonable requests of the Council to have access to any part of the Property or any requests to provide documentation within the Owner's possession (at the Owner's expense) for the purposes of monitoring compliance with the obligations contained herein.
- 5.4 The Owner agrees declares and covenants with the Council that it shall observe and perform the conditions restrictions and other matters mentioned herein and shall not make any claim for compensation in respect of any condition restriction or provision imposed by this Agreement and further shall indemnify the Council for any expenses or liability arising to the Council in respect of breach by the Owner of any obligations contained herein save to the extent that any act or omission of the Council its employees or agents has caused or contributed to such expenses or liability.
- 5.5 If satisfied as to the compliance of the Owner in respect of any obligation in this Agreement the Council shall (if requested to do so in writing and subject to payment of a fee of £1,000 in respect of each such obligation) provide through its Head of Legal Services a formal written certification of compliance, partial compliance or ongoing compliance (as and if appropriate) with the provisions of any such obligation, provided that no fee is payable where a request is made to and answered by either a planning officer or the Planning Obligations Monitoring Officer.
- 5.6 Submission of any plan for approval by the Council under the terms of this Agreement shall be made by the Owner to the Council sending the full document and any appendices in electronic format (where practicable) to the Planning Obligations Monitoring Officer referring to the names dates and Parties to this Agreement and citing the specific clause of this Agreement to which such plan relates quoting the Planning Permission reference 2015/3414/P.

6. **IT IS HEREBY AGREED AND DECLARED** by the Parties hereto that:-

- 6.1 The provisions of Section 196 of the Law of Property Act 1925 (as amended) shall apply to any notice or approval or agreement to be served under or in connection with this Agreement and any such notice or approval shall be in writing and shall specifically refer to the name, date and Parties to the Agreement and shall cite the

clause of the Agreement to which it relates and in the case of notice to the Council shall be addressed to the London Borough of Camden, Planning Obligations Officer, Urban Design and Renewal, Planning and Public Protection, Culture and Environment Directorate, Town Hall Annex, Argyle Street, London WC1H 9LP quoting the Planning Permission reference number 2015/3414/P and in the case of any notice or approval or agreement from the Council this shall be signed by a representative of the Council's Environment Department.

- 6.2 This Agreement shall be registered as a Local Land Charge.
- 6.3 The Owner agrees to pay the Council its proper and reasonable legal costs properly incurred in preparing this Agreement on or prior to the date of completion of the Agreement.
- 6.4 The Owner hereby covenants with the Council that it will within 28 days from the date hereof apply to the Chief Land Registrar of the Land Registry to register this Agreement in the Charges Register of the title to the Property and will furnish the Council forthwith on written demand with official copies of such title to show the entry of this Agreement in the Charges Register of the title to the Property.
- 6.5 Nothing contained or implied in this Agreement shall prejudice or affect the Council's powers to enforce any specific obligation term or condition nor shall anything contained or implied herein prejudice or affect any provisions, rights, powers, duties and obligations of the Council in the exercise of its functions as Local Planning Authority for the purposes of the Act or as a local authority generally and its rights, powers, duties and obligations under all public and private statutes, bye laws and regulations may be as fully and effectually exercised as if the Council were not a party to this Agreement.
- 6.6 Neither the Owner nor its successors in title nor any person deriving title from it shall be bound by the obligations in this Agreement in respect of any period during which it no longer has an interest in the Property but without prejudice to liability for any breach committed prior to the time it disposed of its interest.

6.7 For the avoidance of doubt the provisions of this Agreement (other than those contained in this sub-clause) shall not have any effect until this Agreement has been dated.

6.8 If the Planning Permission is quashed or revoked or otherwise withdrawn or expires before effluxion of time for the commencement of the Development this Agreement shall forthwith determine and cease to have effect and the Council will effect cancellation of all entries made in the Register of Local Land Charges in respect of this Agreement.

[Handwritten mark]

RIGHTS OF THIRD PARTIES

[Handwritten mark]

1 The Contracts (Rights of Third Parties) Act 1999 shall not apply to this Agreement

IN WITNESS whereof the Council has caused its Common Seal to be hereunto affixed and the Owner have executed this instrument as their Deed the day and year first before written

EXECUTED AS A DEED BY)
UNIVERSITY COLLEGE LONDON)
Acting by:)

[Signature] C.A. PANK

Authorised Signatory

[Signature] D.E. SMITH

Authorised Signatory

THE COMMON SEAL OF THE MAYOR)
AND BURGESSES OF THE LONDON)
BOROUGH OF CAMDEN was hereunto)
Affixed by Order:-)

[Signature] R. Alexander

Authorised Signatory



THE FIRST SCHEDULE

Construction Welfare Facility Management Plan





Construction welfare facility management plan

96a – 98 Chenies Mews- Building 204

1.0. Purpose

The purpose of this document is to detail the management arrangements for the construction welfare facilities provided within 96a-98 Chenies Mews. This will ensure the building is safely managed and does not impact on any surrounding users.

This building will be used as a centralised welfare facility for the contractors working on the "Transforming UCL" projects in and around the main UCL central campus. It will provide the following accommodation;

- Changing Rooms, Lockers, WC and Shower Facilities
- Seating area for works to have lunch
- Contractor Site Management Office
- Site Induction and Meeting Rooms

2.0. Arrangements

	Details
Use of building	<p>The Chenies Mews centralised welfare facility will open at 0630. The facilities will however only be open to the building manager and the Wilson James traffic marshalling team at this time. This includes a maximum of 15 people. The construction workers (the majority of users) will not be allowed access until 0700.</p> <p>The Wilson James team will marshal 4 entry gates at UCL (Malet Place, Front Quad, Gower Place & Gordon Street) and the logistic zone in Gordon Square to ensure the safe and efficient movement of delivery vehicles. They therefore need to access the site at 0630 to allow them to take up their posts by 0700. This will ensure that deliveries and 'business as usual' operations can take place in the morning to minimise disruption on the local highway network during rush hour.</p> <p>A schedule of the use of the building is outlined below:</p> <ul style="list-style-type: none"> • 0630- the building is open to the building manager and the Wilson James traffic marshalling team (maximum of 15 people). • 0655- Wilson James traffic marshalling team take up their posts to facilitate the safe delivery of vehicles before the rush hour commences. • 0700- the welfare facilities are open to construction workers (the majority of users). • 0730- construction workers are allowed to access their construction sites to set up. • 0800- operations are allowed to commence on construction sites. Please note that there are no noisy operations required on Chenies Mews.
Opening Hours	<p>The building will be open to the building manager and traffic marshalling team (max 15 people) from 0630 and for the construction workers from 0700. The building will close at 1930 on Mondays to Fridays and at 1400 on Saturdays.</p> <p>Construction works will be minimised on Saturdays. However, some Saturday working will be required to allow works to take place that could not be facilitated during the week. There will however be significantly fewer workers using the facility at the weekend. Access to the facility will require UCL approval through the grant of an 'out of hours' working permit. This will be approved by the Building Manager and the UCL security team.</p> <p>A list of approved Saturday operations will be included in the Quarterly update that the Building Manager issues to Camden.</p>
Access to the Building	<p>The main entrance to the building is from Chenies Mews. There is also a side entrance to the building behind a secure gate.</p> <p>Access to Chenies Mews will be controlled by access cards (the UCL cardex system). Cards will be issued once an</p>

	<p>individual has attended an induction.</p> <p>There will not be a security guard or reception desk for the building. There is an intercom system from the front door to the cloakroom that can be used for those without cards to gain access.</p> <p>Visitors to the building – must be met at the door by their host. Visitors to the building must be briefed on the emergency arrangements for the building by their host.</p>
Building Information	<p>The building is approximately 750sqm</p> <p>There are 3 levels</p> <p>Basement Floor – Male Toilets, Showers, Changing rooms, Cloakroom with 160 spaces, Cleaners Cupboard & Store.</p> <p>Ground Floor – Male and Female Toilets, Female Shower and Changing facilities, lunch sitting area- 92 seats, Vending & Self Service area, communications room, two meeting rooms, offices for 15 desks and induction / training room.</p> <p>First Floor – Unisex toilets, office space for 46 people.</p> <p>The building adjoins at the basement and ground floor to 115-117 Gower Street – which is the UCL Student Residences Offices. This door is secure and provides a fire escape only from the basement floor.</p> <p>The building adjoins at first, second & third floor levels with 86a-96 Chenies Mews UCL Women's Health to provide an emergency means of escape.</p>
Building Maintenance	<p>All service requests will be placed through UCL Customer Services – who will triage the request and action as appropriate.</p> <p>General building maintenance – UCL MOT</p> <p>Emergency Lighting – Planned Preventative Maintenance is in place for the emergency lighting.</p> <p>Toilets – UCL MOT</p> <p>Cardex System – Reach Active</p> <p>Fire Alarm System – Fisk – Planned Preventative Maintenance is in place for the fire alarm</p> <p>Vending Machines – Sodexo are responsible for the vending equipment</p>
Building Management	<p>UCL will closely monitor the use of this welfare building and respond accordingly to ensure that there are no adverse effects on the users, building or local neighbours.</p> <p>UCL will appoint a dedicated building manager to ensure the Management Plan is strictly applied. The building manager will have responsibility for the use of the building and will respond to any issues.</p> <p>The building manager will be easily contactable and will visit the site daily. The building manager's role will include:</p> <ul style="list-style-type: none"> • Becoming the main point of contact for the facility and will ensure the building is run efficiently and safely. The building manager will ensure there are no adverse impacts for the neighbouring users and will oversee the complaints procedure. • Oversee the complaints procedure (if there are any issues) • Carry out weekly inspections of the facilities to monitor welfare standards, cleaning, damage, fire doors, exits and compliance with this plan. • Monitor the building usage and implement staggered break periods if required during peak periods. • Ensure once a project is finished on site that the contractor vacates their space. • Provide a monthly report to the UCL Estates central campus team on space utilisation and issues. • Monitor facilities for cleaning and maintenance. • Book space for rooms, desks, inductions. • Request for extra cleaning if required. • Cloak room management. • Keeping notice boards up to date. • Fault reporting. • Encouraging environmental savings such as water and energy consumption. <p>UCL will hold a neighbours meeting before the building is opened and provide details of the building manager to residents.</p> <p>Every worker using the facility will be required to attend an induction. The induction will include sections on expected behaviours of workers and respecting surrounding neighbours (through minimising noise and strictly following the 'no lingering' policy).</p>
Canteen	<p>There will be no catering facilities in this building. There may be vending machines.</p> <p>Microwaves, fridges, hot drink making facilities will be provided as well as drinking water.</p>

Chenies Mews	Chenies Mews- the main entrance to the building is from Chenies Mews adjacent to a number of UCL properties and a UCL gas store. Residents are also located on the southern end of Chenies Mews. A 'no lingering policy' will be strictly enforced on Chenies Mews to ensure there are no adverse impacts on surrounding users and for safety precautions associated with the gas store. All contractors and workers will be informed of this policy and it will be included in the induction briefings. The building manager will ensure this policy is strictly applied.
Cleaning	O&G will provide cleaning for the lunch area, offices, meeting rooms, toilets and waste removal. External window cleaning if required. There is a service level agreement from O&G. There are cleaners cupboards located within the basement and ground floor for equipment and supplier.
Cloakroom	There will be a managed cloakroom within the building for construction workers to leave their belongings securely using hanging baskets. This will be managed by Wilson James. (UCL Logistics Partner) Items left in the cloakroom for longer than 2 months will be considered lost property and disposed of.
Complaints	UCL will hold a neighbours meeting prior to the building opening as construction welfare facilities. UCL will also provide details of the building manager to residents. The contact details of the building manager and the complaints procedure will be clearly shown at the entrance to the property and issued to nearby neighbours including residents and UCL departments. Any complaints submitted will be carefully considered and responded to accordingly. It will be the responsibility of the building manager to prepare and update a complaints log that will outline any complaints made and the actions taken by UCL to resolve the issue. The building manager will forward this complaints log to LB Camden every 3 months to demonstrate that UCL is taking all possible procedures to minimise impacts on neighbours.
Consumables	O&G will provide hand towels, soap, toilet rolls, refuse sacks and bin liners.
Deliveries	All deliveries will be booked in via the Wilson James delivery management system. It is unlikely that deliveries will come to this building; they should go direct to the construction sites. Deliveries of consumables for the building and waste collections will occur as part of the UCL servicing of the surrounding buildings.
Disability Access	There is limited access to the building due to a number of level differences, should access be required a Personal Emergency Evacuation Plan (PEEP) will need to be completed.
Emergency Plan	In the event of an emergency within the building the fire alarm should be raised and evacuated Muster / Assembly Point will be the corner of Huntley Street & Paul O'Gorman building.
Environmental Considerations	UCL Recycling bins will be provided for the office and lunch areas. Building manager will be responsible for energy saving schemes. Noise impact on local residences – all building users will be advised during the induction that there are halls of residences and private residences in the location and noise must be kept to a minimum when entering and leaving the building.
Fault Reporting	Any faults with the building should be reported to UCL customer services.
Fire Equipment	UCL will provide and maintain all fire equipment Fire Extinguishers / Fire Blankets – UCL Fire Team Fire Alarms – FISK – Weekly checks Emergency Lighting – Weekly Checks
Fire Risk Assessment	A fire risk assessment for the building currently exists this will need to be reviewed once the building is modified. UCL Fire Team will undertake the fire risk assessment for the building. Fire Plans for the building are held in W:\13.0 Drawings\13.2 Fire\204 Chenies Mews. It is important to note that this building provides an emergency escape route from the adjacent buildings, which must be maintained at all times.
First Aid	First Aid Provisions will be located with the logistics team and the first aiders will be listed. Should an individual require first aid whilst in the building call Security on 2222 (UCL Internal Extension)

Furniture	The building will have desks and chairs for office occupants, and tables and chairs for the lunch area. An itinerary of these will be held by the building manager. Additional furniture brought into the building by the contractors will need to be recorded & approved by the building manager. It must be removed by the contractors when their works are complete.
Incident Reporting	Any accidents or incidents in the Welfare Building must be reported via RiskNet, UCL's incident reporting system.
Inductions	Every person using the building will be required to attend an induction. The induction will include <ul style="list-style-type: none"> • About UCL • Getting to know your way around • What you can expect from UCL • What we expect from you – expected behaviours at UCL. • Centralised Welfare – details of the building its facilities. • Chenies Mews – no lingering and respect for surrounding users. • Fire & Emergency Arrangements for Chenies Mews. <p>These inductions take place every day at 09:00hrs in the induction room on the ground floor. There will be a requirement to complete a form in advance of the induction and book a place on the induction</p>
Inspections	There will be weekly inspections of the facilities to monitor welfare standards, cleaning, damage, fire doors, exits and compliance with this plan.
Insurance	The public liability for the building will be covered under the UCL Policy, which is available on the intranet. The material damage insurance to cover costs of damage to the contents The business rates for the building will be arranged with Michael Short – UCL Property Team.
IT	The building will have WiFi – Edurom and printing facilities.
Legionella	The building will be added to the existing UCL Legionella monitoring regime.
Pest Control	Will be managed via the existing UCL O&G contract
Postal Address	96a-98 Chenies Mews University College London Torrington Place London WC1E 6HX
Security	UCL Security will monitor the building remotely via CCTV. There will not be a security guard post within the building. The building will be secured at between 19:30 and 06:30 by security. For out of hours access - an application will need to be made to security. Security for personal items – there will be a managed cloakroom for workers items. Security for computers / laptops in the offices will be via locks to the desks – they will be provided by the individuals.
Smoking	The building will be a non-smoking building. No smoking will be allowed on Chenies Mews in accordance with no lingering policy and due to the safety issues of the adjacent gas store and bin storage.
Space Allocation	Office and desk space will be allocated by UCL Estates on a project by project basis. Meeting Rooms / Induction Room – These rooms are on the UCL centrally bookable rooms. There is no storage space within the building, other than the cleaners cupboards.
Statutory Notices	UCL will be responsible for ensuring statutory notices for the building are displayed and notice boards maintained.
Telephones	There will be a fixed telephone on every floor for emergency calls.
Waste	Building waste will be removed from the building via the O&G Cleaning contract and placed in bins in the alleyway to the side of Chenies Mews, behind the secure wooden door. O&G will have a daily waste collection on weekdays to empty external bins, this will form part of the UCL waste servicing arrangement.

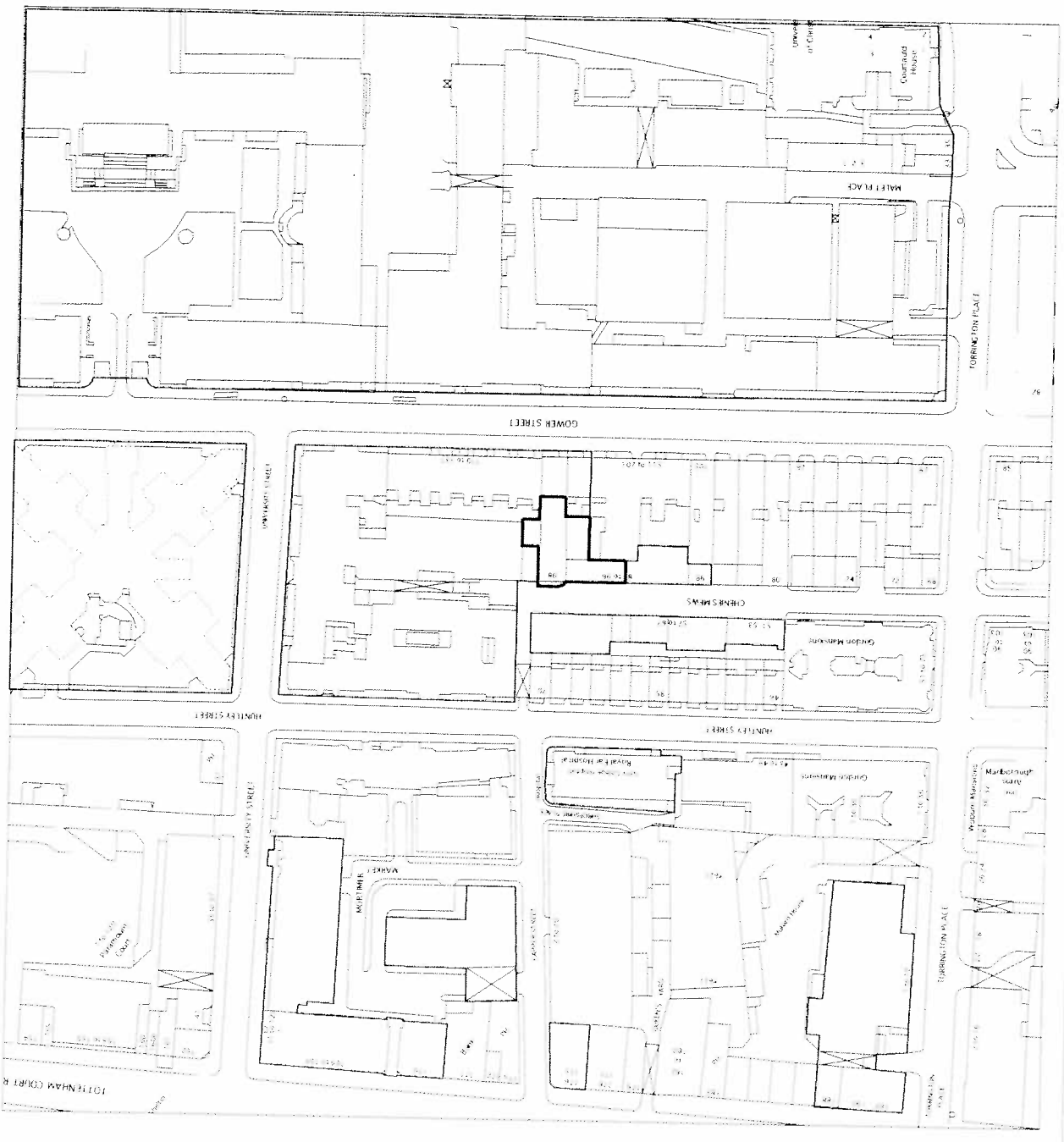


THE SECOND SCHEDULE

Plan of the Property



R. Alexander



Scale	1/4" = 1'-0"
North	As Shown
Date	1911
Drawn	R. Alexander
Checked	
Approved	
Project	681 C-100

Sheet	1 of 1
Case	
Room	
Part	
Section	
View	
Notes	

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681 C-100

1. Scale 1/4" = 1'-0"

2. North as Shown

3. Date 1911

4. Drawn R. Alexander

5. Checked

6. Approved

7. Project 681 C-100

8. Sheet 1 of 1

9. Case

10. Room

11. Part

12. Section

13. View

14. Notes



DATED 10 November 2015

(1) UNIVERSITY COLLEGE LONDON

and

**(2) THE MAYOR AND BURGESSES OF
THE LONDON BOROUGH OF CAMDEN**

A G R E E M E N T
relating to land known as
96A-98 CHENIES MEWS LONDON WC1E 6HX
pursuant to Section 106 of the Town and Country Planning
Act 1990 (as amended)

Andrew Maughan
Head of Legal Services
London Borough of Camden
Town Hall
Judd Street
London WC1H 9LP

Tel: 020 7974 5680
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