



The Construction Management Plan will help developers minimise the impact of their construction on the surrounding community, both for the construction on site and the transport arrangements for servicing the site. It follows the best practice guidelines in TfL's Standard for Construction Logistics and Cyclist Safety (CLOCS) scheme (<http://www.clocs.org.uk/standard-for-clocs/>) and Camden's Minimum Requirements for Building Construction (CMRBC).

The completed and signed Construction Management Plan should address how any impacts associated with the proposed works would be mitigated. The level of detail for the Construction Management Plan will depend on the scale and kind of the development. The text boxes will expand to accommodate information provided.

PLEASE COMPLETE THE QUESTIONS BELOW WITH ADDITIONAL SHEETS, DRAWINGS AND PLANS AS REQUIRED.

(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)

The agreed contents of this Construction Management Plan must be complied with unless otherwise agreed with the Council. The project manager shall work with the Council to review this Construction Management Plan if problems arise in relation to the construction of the Development. Any future revised plan must be approved by the Council and complied with thereafter.

It should be noted that any agreed Construction Management Plan does not prejudice further agreements that may be required such as road closures or hoarding licences.

The boxes below expand please provide as much information as necessary.

Section 1 – Site Contacts

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

Site Address: Britannia Hotel,
Primrose Hill Road
Hampstead
NW3 3NA

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

Name: Britannia Hotels Head Office
Address: Halecroft, 253 Hale Road, Hale, Altrincham, Cheshire. WA15 8RE.
Tel: 0161 904 8686
Email:

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

Name:	Not yet appointed
Address:	
Tel:	
Email:	

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

Name:	Not yet appointed
Address:	
Tel:	
Email:	

- Q5. Please provide full contact details of the person responsible for dealing with any complaints from local residents and businesses, etc. In the case of Community Infrastructure Projects (CIP) please provide contact details of the responsible Camden officer.

Name:	Prestwich Design Group
Address:	Halecroft, 253 Hale Road, Hale, Altrincham, Cheshire. WA15 8RE.
Tel:	0161 904 8686
Email:	

- Q6. 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:	Prestwich Design Group
Address:	Halecroft, 253 Hale Road, Hale, Altrincham, Cheshire. WA15 8RE.
Tel:	0161 904 8686
Email:	

Section 2 – About the Site

- Q7. Please provide a site location plan and a brief description of the site, surrounding area and development proposals for which the CMP applies.

The proposal is to extend the existing hotel at Lower and Upper ground floor levels, on one side of the building, providing an additional twenty one hotel rooms.

- Q8. Please provide a very brief description of the construction works including the size and nature of the development and provide details of the main issues and challenges (eg narrow streets, close proximity to residential dwellings).

The extension at lower ground level will partially cut into the existing ground to the side of the hotel which is being utilised as car parking space.
The extension to the ground floor will be above of the existing projection which overhangs the existing car park mentioned above.
All construction works will be undertaken within the site boundaries.
The total internal area of the proposed extension works will be approximately 492m²

- Q9. 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.

Service connections to the proposed extension will be fed from the existing services that feed the existing hotel.

- Q10. Please identify the nearest potential receptors (dwellings, business, etc.) likely to be affected by the activities on site (i.e. noise, vibration, dust, fumes, lighting, etc).

The nearest Dwellings to the development site are the 3 to 4 storey property's.
Higginson House and Mary Wharrie House.

Q11. Please provide a scaled plan detailing the local highway network layout in the vicinity of the site. This should include details of on-street parking bay locations, cycle lanes, footway extents and proposed site access locations.

Please see the Transport Survey Ref: EF/15824/TA/1 which has been prepared to accompany this application.

Q12. Please provide the proposed start and end dates for each phase of construction as well as an overall programme timescale. (A Gantt chart with key tasks, durations and milestones would be useful).

This form is being completed as part of the planning application, so no construction programme has been prepared at this time.

Q13. Please confirm the standard working hours for this site, noting that the standard working hours for construction sites in Camden are as follows:

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

Working times will be in compliance with Camden City Council

Section 3 – Transportation Issues Associated with the Site

- Q14. Please provide a brief description of the proposed working hours within which vehicles will service the site during the construction period (Refer to the Guide for Contractors Working in Camden. Construction vehicle movements are generally acceptable between 9.30am to 4.30pm on weekdays and between 8.00am and 1.00pm on Saturdays). If there is a school in the vicinity of the site or on the proposed access and/or egress routes, then deliveries must be restricted to between 9.30am and 3pm on weekdays during term time. Construction vehicles must be managed and prevented from causing obstructions to the highway.

Working times will be in compliance with Camden City Council

- Q15. Please provide details of the typical sizes of all vehicles and the approximate frequency and times of day when they will need access to the site, for each phase of construction. You should estimate the average daily number of vehicles during each major phase of the work, including their dwell time at the site. High numbers of vehicles per day and/or long dwell times may require vehicle holding procedures. You will need to consider whether the roads on the route(s) to and from the site are suitable for the size of vehicles to be used. Please provide details of other known developments in the local area or on the route.

Vehicle sizes and movement frequencies will be discussed prior to commencement on site.

- Q16. Please provide accurate scaled drawings of any highway works necessary to enable construction to take place (e.g. construction of temporary vehicular accesses). Use of the public highway for storage, site accommodation or welfare facilities is at the discretion of the Council and is generally not permitted. If you propose such use you must supply full justification, setting out why it is impossible to allocate space on-site. You must submit a detailed (to-scale) plan showing the impact on the public highway including; the extent of hoarding, pedestrian routes, parking bay suspensions and remaining road width for vehicle movements. We prefer not to close footways but if this is unavoidable, you should submit a scaled plan of the proposed diversion route showing key dimensions. Please provide details of all safety signage, barriers and accessibility measures such as ramps and lighting etc.

N/A

Q17. Please provide details of any proposed parking bay suspensions and temporary traffic management orders which would be required to facilitate construction. If construction vehicles cannot access the site, details are required on where they will wait to load/unload.

N/A

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

N/A

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

N/A

Section 4 Traffic Management for the Site

- Q20. Please provide details describing how pedestrian and cyclist safety will be maintained, including any proposed alternative routes (if necessary), and any Banksman and/or Traffic Marshall arrangements. You should supply details of any diversion, disruption or other anticipated use of the public highway during the construction period (alternatively a plan may be submitted). Vulnerable footway users include wheelchair users, the elderly, people with walking difficulties, young children, people with prams, blind and partially sighted people, etc. A secure hoarding will generally be required to the site boundary with a lockable access. Any work above ground floor level may require a covered walkway adjacent to the site. A licence must be obtained for scaffolding and gantries. The adjoining public highway must be kept clean and free from obstructions. Lighting and signage should be used on temporary structures/ skips/ hoardings, etc. Appropriate ramping must be used if cables, hoses, etc. are run across the footway.

N/A

- Q21. Please detail the proposed access and egress routes to and from the site, showing details of links to the Transport for London Road Network (TLRN). Such routes should be indicated on a drawing or diagram showing the public highway network in the vicinity of the site. Consideration should also be given to weight restrictions, low bridges and cumulative impacts of construction (including neighbouring construction sites) on the public highway network. Consideration should be given to any major trip generators (e.g. schools, offices, public buildings, museums, etc) on the route, and how any problems can be avoided or mitigated.

Site access and egress will be as existing.

- Q22. Please describe how the access and egress arrangements for construction vehicles will be managed. Confirm how contractors, delivery companies and visitors will be made aware of the route (to and from the site) and of any on-site restrictions, prior to undertaking journeys.

All deliveries will be at a pre-arranged time so that personnel on site are aware of the arrival and thus making sure that everything is in place to deal with the delivery quickly and effectively so there are no prolonged dwelling times.

Site will also be correctly signed with entrance and exit along with all site safety information and PPE requirements.

- Q23. 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.

To be agreed once a contractor has been appointed.

- Q24. 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).

Please see the Transport Survey Ref: EF/15824/TA/1 which has been prepared to accompany this application for existing vehicle movement.

Section 5 – Environmental Minimum Requirements

(To answer questions 24- 33 refer to the relevant sections of the C: noisy operations, abatement techniques, noise levels, vibration levels, dust levels and rodent control). Add link to CMR.

- Q25. Please provide details of the times of noisy operations, describing how the construction works are to be carried out. (Refer to CMR time of operations section)

Working times will be in compliance with Camden City Council once a contractor has been appointed.

- Q26. Please confirm the date that the most recent noise survey took place (before any works were carried out) and provide a copy of such noise survey. 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.

TBA.

- Q27. Please provide predictions for noise and vibration levels throughout the proposed works and actions to be taken in cases where these exceed the predicted levels.

Noise survey to TBA

- Q28. Please provide details describing mitigation measures to be incorporated during the construction/demolition works to prevent noise and vibration disturbances from the activities on the site.

The plant machinery used will be the quietest and newest all fitted with exhaust silencers, and shall be operated by contractors who are proficient in the use of the relative plant machinery, All maintained to the highest standard
All plant to be switched off when not in use.

- Q29. Please provide evidence that staff have been trained on BS 5228:2009

All evidence will be supplied to prove all staff are conversant in the codes of practice for noise and vibration control.

- Q30. Please provide details on how dust nuisance arising from dusty activities originated on the site will be prevented.

TBC by main contractor once appointed

- Q31. 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.

All hard site surfaces will be cleaned daily to prevent significant amounts of dirt and dust being built up.

Q32. Please provide details describing arrangements for monitoring of noise, vibration and dust levels.

All monitoring equipment to be advised prior to commencement on site.

Q33. Please provide details on how rodents, including rats, will be prevented from spreading out from the site.

Site will be inspected prior to commencement on site by a pest control specialist, who will implement the best procedure for preventing the rodents spreading from site.
Also site will be kept clean with with no food stuff on site only in the dedicated area,
All bins and skips to be covered to prevent an influx of rodents.

Q34. Please provide details describing arrangements for pest control including provision of receipts (if work undertaken).

TBA

Q35. Please confirm that a Risk Assessment has been undertaken in line with the GLA's Control of Dust and Emissions SPG, and the risk level that has been identified, with evidence.

To be carried out prior to commencement on site, all finding and evidence to be supplied by ourselves.

Q36. Please confirm that all relevant mitigation measures from the SPG will be delivered onsite.

All supplementary planning guidance findings will be supplied

Q37. If the site is a High Risk Site, 4 real time dust monitors will be required, as detailed in the SPG. Please confirm that these monitors will be installed 3 months prior to the commencement of works, and that real time data will be available to LBC, and that quarterly reports will be provided to LBC detailing any exceedences of the threshold and measures that were implemented to address these.

All findings from the SPG will be implemented on site prior to commencement.

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

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

- Q38. Please provide details describing how traffic associated with the development will be managed in order to reduce/minimise traffic congestion. Deliveries should be given set times to arrive, dwell and depart. Delivery instructions should be sent to all suppliers and contractors. Trained site staff must assist when delivery vehicles are accessing the site, or parking on the public highway adjacent to the site. Banksmen must ensure the safe passage of pedestrians, cyclists and motor vehicular traffic in the street when vehicles are being loaded or unloaded. Vehicles should not wait or circulate on the public highway. An appropriate location outside the borough may need to be identified, particularly if a large number of delivery vehicles are expected.

To be agreed once a contractor has been appointed.

- Q39. Please provide details of any other measures designed to reduce the impact of associated traffic (such as the use of construction material consolidation centres).

To be agreed once a contractor has been appointed.

- Q40. Please provide details of consultation on a draft Construction Management Plan with local residents, businesses, local groups (e.g. residents/tenants and business associations) and Ward Councillors. Details should include who was consulted, how the consultation was conducted and a summary of the comments received in response to the consultation. In response to the comments received, the CMP should then be amended where appropriate and where not appropriate a reason should be given. The revised CMP should also include a list of all the comments received. Developers are advised to check proposed approaches to consultation with the Council before carrying it out.

To be discussed if planning application is successful.

Q41. 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, as well as contact details for the person responsible for community liaison on behalf of the Developer, and how these contact details will be advertised to the local community. Please can you confirm 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.

To be discussed if planning application is successful.

Q42. It is in your best interest to sign up to these schemes, please provide details of any schemes such as the "Considerate Constructors Scheme" or the "Freight Operators Recognition Scheme" or "TfLs Standard for construction logistics and cyclist safety – CLOCS scheme" that the project will be signed up to. Note, the CLOCS standard should be adhered to and detailed in response to question 40. Such details should form part of the consultation and be notified to the Council. Contractors will also be required to follow the "Guide for Contractors Working in Camden" also referred to as "Camden's Considerate Contractors Manual".

Prior to commencement on site all site operatives will be given the Camdens Considerate Contractors Manual.

Q43. Please provide details of other construction sites in the local area and how your CMP takes into consideration and mitigates the cumulative impacts of construction in the vicinity of the site.

TBC

Q44. Please provide details to confirm that all contractors and sub-contractors operating large vehicles over 3.5 tonnes will meet all of the following conditions, as outlined in the Standard for Construction Logistics and Cyclist Safety, CLOCS scheme (<http://www.clocs.org.uk/standard-for-clocs/>):

- Operations
 - Quality operation: accreditation via an approved fleet management audit scheme e.g. Fleet Operator Recognition Scheme (FORS) or equivalent.
 - Collision reporting and analysis: of any collision involving injury to persons, vehicles or property
 - Traffic routing: any route specified by the client is adhered to unless otherwise specified.
- Vehicles
 - Warning signage: warning cyclists of the dangers of passing the vehicle on the inside
 - Side under-run protection: fitted to all vehicles over 3.5 tonnes which are currently exempt
 - Blind spot minimisation: front, side and rear blind-spots completely eliminated or minimised as far as is practical and possible
 - Vehicle manoeuvring warnings: enhanced audible means to warn other road users of a vehicle's left hand turn or other manoeuvres
- Drivers
 - Training and development: approved progressive training and continued progressive training especially around vulnerable road users (including for drivers excluded from Certificate of Professional Competence requirements)
 - Driver licensing: regular checks and monitoring of driver endorsements and that drivers hold the correct licence for the correct vehicle

Standard for Construction Clients

- Construction logistics plan: is in place and fully complied with – as per this document.
- Suitability of site for vehicles fitted with safety equipment: that the site is suitably prepared for vehicles fitted with safety equipment to drive across.
- Site access and egress: should be carefully managed, signposted, understood and clear of obstacles.
- Vehicle loading and unloading: vehicles should be loaded and unloaded on-site as far as is practicable.
- Traffic routing: should be carefully considered, risk assessed and communicated to all contractors and drivers.
- Control of site traffic, particularly at peak hours: other options should be considered to plan and control traffic, to reduce traffic at peak hours.
- Supply chain compliance: contractors and sub-contractors throughout the supply chain should comply with requirements 3.1.1 to 3.3.2.

All Site operative's working machinery, Plant, and driving vehicles over 3.5 tonnes will all supply certification to prove competence, which we will keep copies of so as to produce evidence of competence when required.

Q45. Please provide details of any other relevant information with regard to traffic and transport (if appropriate).

N/A

The agreed contents of this Construction Management Plan must be complied with unless otherwise agreed with the Council. The project manager shall work with the Council to review this Construction Management Plan if problems arise in relation to the construction of the Development. Any future revised plan must be approved by the Council and complied with thereafter.

It should be noted that any agreed Construction Management Plan does not prejudice further agreements that may be required such as road closures or hoarding licences.

Signed: Prestwich Design Group

Date: 11/12/2015

Print name

Position.....