

# Construction Management Plan

pro forma v2.0

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areas** of the Draft table will be deleted by their respective teams during pre app review if these sections are no longer applicable.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

Community liaison	
CLOCS	
Transport	
Highways	
Parking	
Environmental health	
Sustainability	<i>(attach appendix if necessary)</i>
Sign off	

### Draft

Community liaison	
CLOCS	
Transport	
Highways	
<b>Parking</b>	
Environmental health	
<b>Sustainability</b>	
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](#) and [CPG](#) [8: Planning Obligations](#)).

This CMP follows the best practice guidelines as described in [Transport for London's](#) (TfL's Standard for [Construction Logistics and Cyclist Safety](#) (CLOCS) scheme) and [Camden's Minimum Requirements for Building Construction](#) (CMRBC).

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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 CMP does not prejudice or override the need to obtain any separate consents or approvals such as for road closures or hoarding licences.

If your scheme involves any demolition, you need to make an application to the Council's Building Control Service. Please complete the "[Demolition Notice](#)"

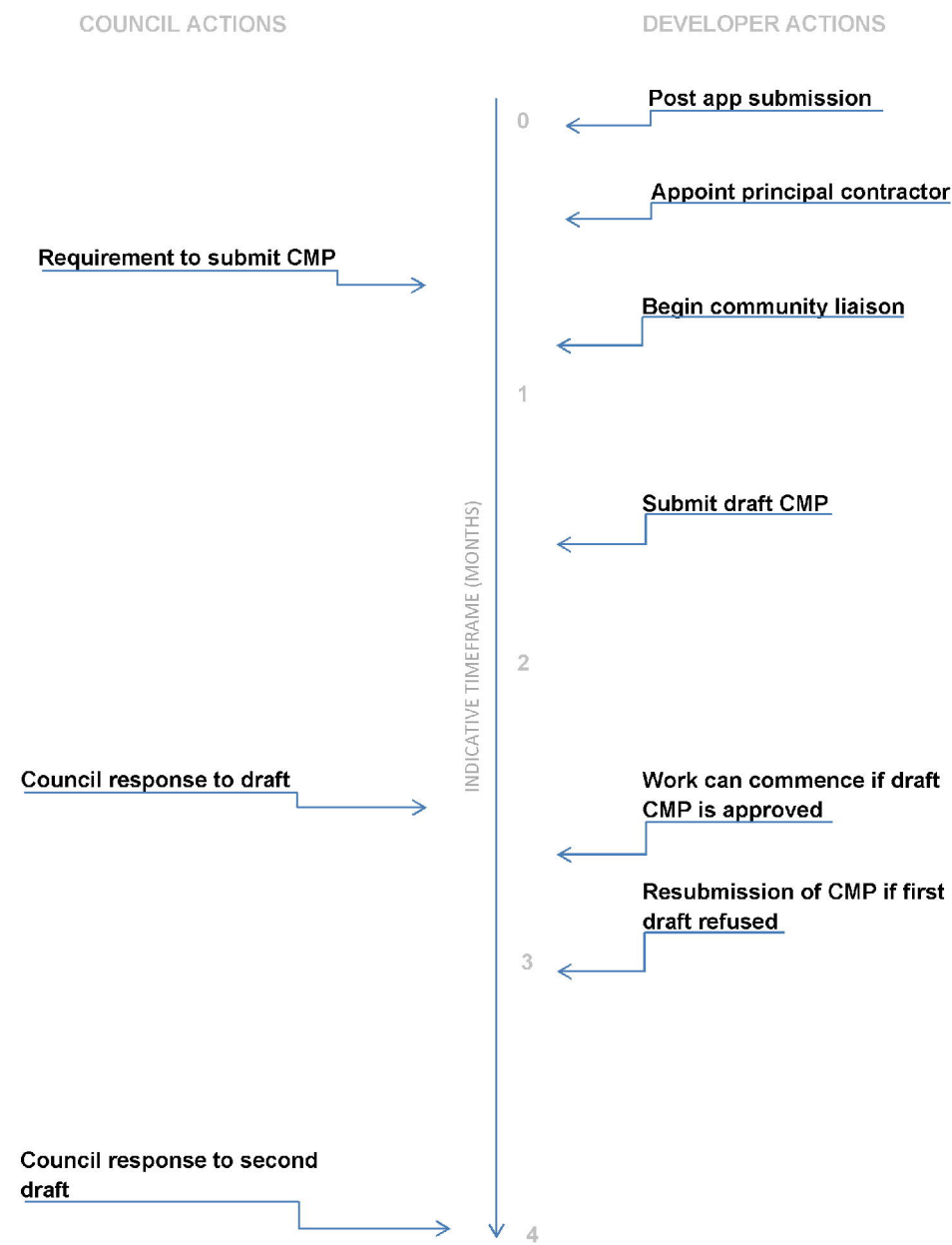
Please complete the questions below with additional sheets, drawings and plans as required. The boxes will expand to accommodate the information provided, so please provide as much information as is necessary. It is preferable if this document is completed electronically and submitted as a Word file 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.



# Timeframe



# Contact

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

Address: **10 Clorane Gardens, London, NW3 7PR**

Planning ref: **2015/6734/P**

Type of CMP - Section 106 planning obligation/Major sites framework:

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

Name: Stuart Eaves (Agent / Design)

Address: 28 Scrutton Street

Email: stuart.eaves@kyson.co.uk

Phone: [REDACTED]

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:

Address:

Email:

Phone:

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:

Address:

Email:

Phone:

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 \(CIP\)](#), please provide contact details of the responsible Camden officer.

Name:

Address:

Email:

Phone:

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:

Address:

Email:

Phone:

# 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.



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 principal works involve the excavation of a new basement to the property and an extension to the rear ground floor of the property. The basement works will follow a top down mole hole methodology in line with the proposals set out in the Basement Impact Assessment

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 principle affected receptors will be Nr8 and Nr 12 Clorane Gardens. The top down methodology of the construction should mitigate noise and vibration. The only demolition on party wall lines will be to the rear garages. These are non-habitable spaces and impact on amenity should be minimal. It is anticipated that Party Wall Agreements will be entered into by both Nr8 and Nr 12 Clorane Gardens and these will capture the appropriate management and mitigation methodologies

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.



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).

It is anticipated that the works will commence within two months from grant of planning. It is anticipated that the works will take twelve months. It is anticipated that demolition and internal alterations will be constrained to the first three months. The Basement construction will be constrained to the first six months. External works and remedial works to the façade will be ongoing for the duration of the works

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

It is anticipated that the works will be in line with the standard working hours for construction sites as set out above.

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.

There are no anticipated works associated with the above.

# Community Liaison

**A neighbourhood consultation process must have been undertaken prior to submission of the CMP first draft.**

Significant time savings can be made by running an effective neighbourhood consultation process. This must 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. The 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 works, 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.

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## **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 routing 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**.

Evidence of who was consulted, how the consultation was conducted and a summary of the comments received in response to the consultation. Details of meetings including minutes, lists of attendees etc. must be included.

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.

Consultation with Nr 8 and Nr 12 Clorane Gardens has commenced through the Party Wall process. It is anticipated that this will be the full extent of local consultation. In the event of any significant plant movement or significant deliveries, at least 48 hours' notice will be given to neighbouring properties on Clorane Gardens to mitigate disruption.

### 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.

Due to the limited scale of the works, it is not anticipated that this will be required,

### 3. Schemes



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](#)" also referred to as "[Camden's Considerate Contractors Manual](#)".

It is proposed that the successful contractor will register the site with the Considerate Constructors Scheme.

#### 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.

Not Applicable.

# 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](#).

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 can be accessed [here](#), details of the monitoring process are available [here](#).

Please contact [CLOCS@camden.gov.uk](mailto: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.**

## CLOCS Considerations

1. Name of Principal contractor:

TBC

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).

CLOCS compliance will form part of the contract duties of the Principal Contractor for the works.

3. Please confirm that you as the client/developer and your principal contractor have read and understood the [CLOCS Standard](#) and included it in your contracts. Please sign-up to join the [CLOCS Community](#) 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](mailto: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](#) (TLRN).

To be confirmed

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.

Development of this route will be captured in the contract documents. The Principal Contractor will then include as a contract condition in any Sub-Contractors awarded on the project.

**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](#)).

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.

To be developed by Principal Contractor on Appointment

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

To be developed by Principal Contractor on Appointment

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.

To be developed by Principal Contractor on Appointment

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.

Not Applicable

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).

Not Applicable

**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

It is not anticipated that vehicles will access and egress the site. Deliveries are anticipated from the pavement, with material removal by Hi-Ab and Bulk Bag or mechanical conveyor.

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

See above

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).

To be developed by Principal Contractor on Appointment

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.

Given the scale and nature of the works, it is not anticipated that this will be required.

**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.

To be developed by Principal Contractor on Appointment



## 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.

Information regarding parking suspensions can be found [here](#).

It is not anticipated that this will be required

### 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).

It is not anticipated that this will be required

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

N/A

#### 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).

It is not anticipated that this will be required

#### 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 not anticipated that this will be required

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.

It is not anticipated that this will be required

 SYMBOL IS FOR INTERNAL USE

# Environment

To answer these sections please refer to the relevant sections of **Camden's Minimum Requirements for Building Construction (CMRBC)**.

1. Please list all [noisy operations](#) and the construction method used, and provide details of the times that each of these are to be carried out.

Noisy works are expected to be limited to the demolition of the rear garage building. This will be by hand held mechanical tools.

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.

A noise survey will be carried out within 4 weeks of grant of planning

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

To be developed by Principal Contractor on Appointment

4. Please provide details describing mitigation measures to be incorporated during the construction/[demolition](#) works to prevent noise and vibration disturbances from the activities on the site, including the actions to be taken in cases where these exceed the predicted levels.

To be developed by Principal Contractor on Appointment – Note: It is further anticipated that these measures will be developed as part of the anticipated Party Wall Agreements with Nrs 8 & 12 Clorane Gardens

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

To be developed by Principal Contractor on Appointment

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

To be developed by Principal Contractor on Appointment

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.

To be developed by Principal Contractor on Appointment

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

To be developed by Principal Contractor on Appointment – Note: It is further anticipated that these measures will be developed as part of the anticipated Party Wall Agreements with Nrs 8 & 12 Clorane Gardens

9. Please confirm that a [Risk Assessment](#) has been undertaken at planning application stage in line with the [GLA's Control of Dust](#) and Emissions Supplementary Planning Guidance (SPG), and the risk level that has been identified, with evidence. Please attach the risk assessment as an appendix if not completed at the planning application stage.

To be developed by Principal Contractor on Appointment

10. Please confirm that all of the GLA's 'highly recommended' measures from the [SPG](#) document relative to the level of risk identified in question 9 have been addressed by completing the [GLA mitigation measures checklist](#). Please attach this as an appendix.

To be developed by Principal Contractor on Appointment

11. If the site is a High Risk Site, 4 real time dust monitors will be required, as detailed in the [SPG](#). 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.

To be developed by Principal Contractor on Appointment

12. Please provide details about how rodents, including [rats](#), will be prevented from spreading out from the site. You are required to provide information about site inspections carried out and present copies of receipts (if work undertaken).

To be developed by Principal Contractor on Appointment

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

A demolition and refurbishment survey will be carried out within two weeks of grant of planning

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.

The project will be registered with the Considerate Constructors Scheme.

 SYMBOL IS FOR INTERNAL USE

# Agreement

The agreed contents of this Construction Management Plan must be complied with unless otherwise agreed in writing by the Council. This may require the CMP to be revised by the Developer and reapproved by 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 in writing 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

Date: 8/2/16

Print Name: SEBASTIAN POTIRADIS

Position: DEVELOPMENT MANAGER

Please submit to: [planningobligations@camden.gov.uk](mailto:planningobligations@camden.gov.uk)

End of form.