Construction Management Plan

pro forma v2.1

Camden

Contents

Revisions & additional material

Please list all iterations here:

Date	Version	Produced by
14/10	B	J Devereux - Updated sections 21b, 21c, 21d and 35. Appendix I and N also updated to reflect updates to sections 21b, 21c, 21d and 35.
9/11	C	Revised delivery times under section 11
10/11	D	Revised section 21C re swept path

Additional sheets

Please note – the review process will be quicker if these are submitted as Word documents or searchable PDFs.

Date	Version	Produced by
14/7	A	PRIYA PARTHI
7/9	B	PRIYA PARTHI
14/10	B	PRIYA PARTHI - NONE ADDED. REPLACED SUPERSEDED DRAWINGS WITH NEW.

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)**.

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.**"

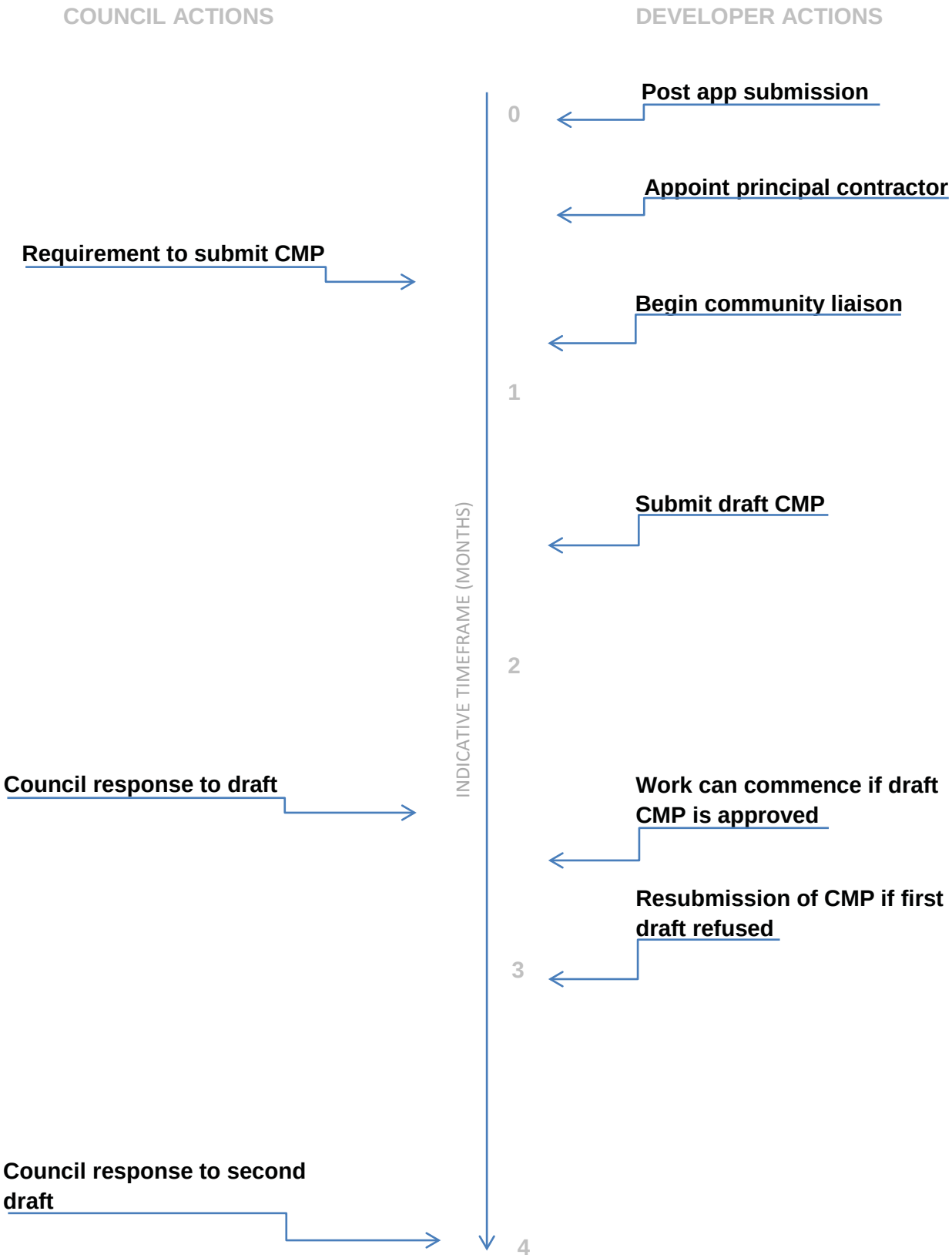
Please complete the questions below with additional sheets, drawings and plans as required. The boxes will expand to accommodate the information provided, so please provide as much information as is necessary. **It is preferable if this document, and all additional documents, are completed electronically and submitted as Word files to allow comments to be easily documented. These should be clearly referenced/linked to from the CMP.**

Please notify that council when you intend to start work on site. Please also notify the council when works are approximately **3 months from completion.**

(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


COUNCIL ACTIONS
DEVELOPER ACTIONS
Post app submission
0
Appoint principal contractor
Requirement to submit CMP
Begin community liaison
1
Submit draft CMP
INDICATIVE TIMEFRAME (MONTHS)
2
Council response to draft
Work can commence if draft CMP is approved
Resubmission of CMP if first draft refused
3
Council response to second draft
4

Contact

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

Address: Astor College, 99 Charlotte Street, London, W1T 4QB

Planning ref: 2015/1139/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: Priya Parthi

Address: Galliford Try Building – Southern, Wonersh House, The Guildway, Old Portsmouth Road, Guildford, GU3 1LR

Email: priya.parthi@gallifordtry.co.uk

Phone: 07484037015

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: Priya Parthi

Address: Galliford Try Building – Southern, Wonersh House, The Guildway, OOld

Portsmouth Road, Guildford, GGU3 1LR

Email: priya.parthi@gallifordtry.co.uk

Phone: 07484037015

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. In the case of **Community Investment Programme (CIP)**, please provide contact details of the Camden officer responsible.

Name: Heather Bryant

Address: Galliford Try Building – Southern, Wonersh House, The Guildway, Old Portsmouth Road, Guildford, GU3 1LR

Email: heather.bryant@gallifordtry.co.uk

Phone: 07484 037 670

5. 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: John Devereux

Address: Galliford Try Building – Southern, Wonersh House, The Guildway, Old Portsmouth Road, Guildford, GU3 1LR

Email: john.devereux@gallifordtry.co.uk

Phone: 07484029916

Site

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

Site location plan attached Appendix A.

Description of the site – Astor College is located on the west side of the northern end of Charlotte Street and is bounded by the Charlotte Street Conservation area. The site is well connected to public transport; it is close to Tottenham Court Road, Goodge Street and Warren Street underground stations, with Euston main line station within walking distance. There are significant number of bus routes that serve the area.

To the north of Astor College is the UCL project; the Sainsburys Wellcome Centre. Directly behind Astor College, to the west, is the former Middlesex Hospital Annexe Building. This hospital is also due for refurbishment works.

Development proposal – Refurbishment of existing student accommodation (Sui Generis) comprising 2 storey upper ground floor front extension, 8 storey rear extension and front central bay extended forward (from 1st to 6th floor) to provide 60 additional bedrooms, elevational alterations including over-cladding, relocation of main access, provision of ground floor café (Class A3) and pedestrianisation of Bedford Passage.

7. 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 etc).

Brief description of the construction works – The preconstruction period will start with a variety of surveys, one of which includes identifying underground services. There are approximately 20+ surveys which will take place before a defined scope of works can be determined.

There will be some temporary / enabling works which will provide easy movement of plant into the inner courtyard.of Astor College. Plant (piling rig and crane) is required to build the new 7 storey extension in the courtyard.

Scaffold will surround the whole building. The scaffold will have monoflex, protecting the neighbours and members of the public from falling materials.

Key construction works are:

- Soft demolition
- Excavation
- Piling
- Concrete frame to back and steel frame to front elevation
- M&E installation
- Window replacement and external cladding
- Internal refurbishment

Challenges – Astor College is located on a relatively busy road; main users being cyclists and motorists. Cars can often be found parked on either side of the road adding further constraints to an already congested road. A thorough traffic and logistics management plan will be in place to manage deliveries and plant movement.

Additionally, Astor College is located within close proximately of adjoining neighbours. A party wall agreement may need to be considered and a conditional survey of the buildings carried out to protect the interest off all parties.

Noise, vibration, dust and fumes will need to be managed properly to minimise disruption towards both commercial users and residents in the area.

There are also construction works which are being carried out currently within the proximity of Astor College. These will need to be reviewed and considered whilst we undertake the construction works to Astor College. The works to Saatchi & Saatchi, opposite of Astor College directly impacts on how we will manage our traffic and deliveries. We have enlisted the help of a consultant to manage this process for us. Further details will be shared within the traffic management section.

8. 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.).

Please see attached site plan (Appendix B) identifying the nearest potential receptors that are likely to be affected by Astor College construction works. The potential receptors are -
Sainsburys Wellcome Centre -- right hand side of Astor Collge
MJ Media -- left hand side of Astor College

9. 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 attached plan (Appendix C) for further details.

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

Please see attached proposed programme indicating key activities (Appendix D)

11. Please confirm the standard working hours for the 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

Noted and confirmed. However, there may be a need to work outside of these stipulated times. We will seek for Camden s approval prior and agreement prior to carrying out any works outside of the agreed times as above. Delivery Times will be Monday to Friday 09.30hrs – 16.00hrs. and Saturday 08.00hrs – 13.00hrs.

12. 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.

Our site office will be housed in the existing Sports Hall, part of Astor College. The sports hall comes equipped with toilets, changing and showering facilities. There is also heating, electricity, BT and IT services which we will utilise for the site office, plant and external lighting. We will maintain these services during the whole construction period.

Therefore, we will use the current facilities in place now and do not foresee applying for new services.

We do not forsee the need to change or replace any of the services/ utilities currently in situ.

Community Liaison

A neighbourhood consultation process must have been undertaken prior to submission of the CMP first draft. This consultation must relate to construction impacts, and should take place following the grant of planning permission in the lead up to the submission of the CMP. A consultation process specifically relating to construction impacts must take place regardless of any prior consultations relating to planning matters. This consultation must include all of those individuals that stand to be affected by the proposed construction works. These individuals should be provided with a copy of the draft CMP, or a link to an online document. They should be given adequate time with which to respond to the draft CMP, and any subsequent amended drafts. Contact details which include a phone number and email address of the site manager should also be provided.

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.

Cumulative impact

Sites located within high concentrations of construction activity that will attract large numbers of vehicle movements should consider establishing contact with other sites in the vicinity in order to manage traffic routeing and volumes. Developers in the Tottenham Court Road area have done this to great effect.

The Council can advise on this if necessary.

13. 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.

Galliford Try have engaged with the named below prior to the project commencement.

- MJ Media - 97 Charlotte street
- Sainsbury Welcome Centre
- Fitzrovia Neighbourhood Association

Please see attached our Community Engagement Strategy and evidence of consultation conducted under Appendix E.

14. 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.

- Monthly meeting with the local community and neighbourhood so that they are able to express any concerns. We will share information about the project such as programme and progress on site an mitigation measures against dust and noise.
- Newsletters will be distributed on a monthly basis to all stakeholders within 100m radius of the site
- A Community board will be displayed on the external hoarding along Charlotte Street
- Joint meetings to be held with other contractors working in the local vicinity, in particular Brookfields which is opposite Astor College
- Regular informal catch-ups with immediate neigbours such as MJ Media and Sainbury sWellcome Centre

15. 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".

- Considerate Constructors Scheme – associate member
- BREEAM

16. 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.

Galliford Try will work with all neighbouring sites especially Brookfield Multiplex (directly opposite) to manage the impact on the area and community expectations. The team will complete a community liaison management plan which highlights stakeholders, delivery routes, working hours and education engagement.
Please see attached Appendix G for further details.

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 for further advice or guidance on any aspect of this section.

Please refer to the CLOCS Overview and Monitoring Overview documents referenced above which give a breakdown of requirements.

CLOCS Considerations

17. Name of Principal contractor:

Galliford Try Building - Southern

18. 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).

Please see attached appendix F for CLOCS proposals

19. 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:

Confirm that CLOCS with form part of subcontractor pre-order.

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

Site Traffic

Sections below shown in blue directly reference the CLOCS Standard requirements. The CLOCS Standard should be read in conjunction with this section.

20. 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 (i.e. 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).

Please see attached Appendix F which highlights the delivery vehicle access plan. .

During one of our monthly engagaement, the immediate neighbours enquired if we were able to utilise Bedford Passage as our main delivery route. We explained that this is not possible as the road is currently off limits. However, we will reconsider should the road become available during our construction works. Please see attached logistic options under Appendix I.

b. Please confirm how contractors, delivery companies and visitors will be made aware of the route (to and from the site) and of any on-site restrictions, prior to undertaking journeys.

Contractors will be informed during the pre-order whereby the traffic plan which includes the road restrictions will be distributed. Additionally, subcontractors will be reminded of road restrictions prior to their arrival to site. Network updates, if any, will be communicated to our supply chain electronically. All delivery vehicles will be require to book in through Madigan Gill's delivery management system, which will clearly show the delivery route to site and will be updated with any restrictions or changes to the delivery route. Please see atached appendix F for further details.

21. 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.

Please see attached Appendix F for typical vehicle size. It should be noted that vehicles accessing Astor College will be either average or small due to site constraints.

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

Please see attached Appendix G.

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.

We have engaged a specialist consultant, Madigan Gill to manage our traffic management on site. We find this approach most beneficial for us and Camden as they are currently on site, working alongside Brookfields, the developer opposite Astor College. The strategy is for Madigan Gill to synchronize the Brookfields traffic management plan with Astor College, hence reducing the need for any waiting trucks or lorries on the main road. This will, in the short and long term, alleviate any road congestion in the area.
Madigan Gill will operate the transport and logistic management through a shared electronic delivery portal. The site team and supply chain will advise Madigan Gill of deliveries and this will be scheduled appropriately. Deliveries will be organised between the allocated time of 9.30m and 4pm, Monday to Friday and between 8am and 1pm on Saturday. We will adhere to these delivery times unless agreed in advance with Camden Council. Smaller delivery vans and skips no larger than 6m will use the distribution point on Charlotte Street. All other vehicles will utilise Bedford Passage to deliver goods and materials. Deliveries will be planned smoothly to avoid unnecessary road waiting or double bookings between Galliford Try and Brookfields. Additi nally, Madigan Gill will also manage the waste management whereby skip exchanges will form part of the delivery diary portal.
Madigan Gill will supply qualified traffic marshals and banksm n to ensure public and site safety and smooth traffic. Furthermore, we will also communicate with UCL's logistic specialist whereby a consolidated and 'just-in-time' delivery method will be adopted. Swept path diagram provided in Appendix I. Drawing reference number Drawing No 1 Rev 2 dated 6/10/16.

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 any vehicle/driver compliance checks. Please refer to question 24 if any parking bay suspensions will be required for the holding area.

Please see Appendix H.

We will be utilising the approved off-site holding area by Brookfields as to not add any further

congestion in the area. This holding area can hold up to two vehicles at any one point.
Outline of the Hoarding is detailed on attached scaled drawings in Appendix N The drawings : Hoarding Plan - 01, Hoarding Elevation - 2, Hoarding Section - 3.

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).

UCL has access to consolidation centres. We will begin the process of engaging with UCL's in-house logistic company to have access to these consolidation centres.
Our Logistics provider Madigan Gill also have access to two off-site storage / consolidation centres, one in Greenford and one in Enfield. These will be used on an 'as and when required basis' with capacity and off-site storage requirements reviewed at weekly look-ahead meetings.

22. 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

Please see attached Appendix I.

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

Access and egress will be managed by a logistics manager that is dedicated to the Astor College Project. Traffic marshals will be on site every day during the whole construction period to manage access and egress process.

c. Please provide swept path drawings for any tight manoeuvres on vehicle routes to and from the site including proposed access and egress arrangements at the site boundary (if necessary).

See attached Appendix J. Delivery Vehicle Access Plan.

d. Provision of wheel washing facilities should be considered if necessary. If so, please provide details of how this will be managed and any run-off controlled.

There will one area where wheel washing. Please see appendix K. We will be adopting a manual method of wheel washing.

All run offs will be managed to ensure that drains and gullys are not polluted. We will brief our supply chain on this subject during the induction process.

As added mitigation measure to prevent any form of pollution, drains and gullys will be protected with gully guards.

23. 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 24 if any parking bay suspensions will be required.

Please see attached Appendix L showing all points of access and where materials, skips and plant will be stored, and how vehicles will access and egress the site.

Outline measures that we will take to ensure that loading/unloading is carried out safely -
Where deliveries are to be off-loaded using lorry loader lifting equipment then the driver of that vehicle shall be wholly responsible for the load which is being delivered. The operations management team will be responsible for the overall off-loading activity and must ensure that the driver/operator of the vehicle is undertaking the loading / off-loading activity to an agreed safe system of work. The supplier / haulier will provide written information on how they will deliver / off-load the materials in a safe manner.

The operations management team will be responsible for the review of the system of work.

The material must be loaded in such a manner that the load can be safely off loaded by the receiver.

The use of suitable timber spacing's (dunnage) should be used to allow the safe locating of "forks" or the safe securing of chains, etc.

The materials must be loaded in a manner that does not cause the risk of trips to that loading/off-loading when accessing the vehicle trailer.

The driver must provide the receiver with information on any health and safety issues that may be present or have arisen as a result of the transportation.

Where the driver is responsible for off-loading, the operations management team will go through the Delivery Checklist (HS&E-FRM-L02-07) with the driver by a member of the operations management team to ensure that the controls in place are suitable, sufficient and in place before the off-loading commences. Where assistance is provided by other site operatives they must hold relevant competency levels, be briefed in the safe system of work and they must not release any restraining straps or climb on to the vehicle.

Where site operatives and site equipment are to be used to off-load, a safe system of work / Lifting Plan (non-crane) (HS&E-FRM-L02-02) will be prepared by the appointed person, competent persons selected to undertake the work and persons briefed in the activity to be carried. The vehicle must be safely parked, immobilised and the driver must be removed to an area of safety until the off-loading has been completed.

<u>Ensuring the stability of the load when loading and prior to off-loading</u>
In all circumstances the driver of the delivery vehicle must ensure that the load will remain safely in place once all transit straps have been removed. An agreed pattern or style of loading must be agreed by the Company and the vehicle driver when loading any materials that are being transported to any other Company project. Where a load is being permanently removed from a project using a lorry loader then the driver of that vehicle is responsible for the stability of that load. The operations management team should not allow the loading to commence unless the driver has a safe system of work. Once materials / goods have been loaded onto a vehicle they will become the responsibility of the driver. An agreed safe area must be established which allows those assisting with the loading / off-loading activity to wait without exposure to any risks associated with the load whilst it is having its transit straps removed and being checked by the driver for stability. Where such areas are fixed for any period of time then a physical barrier should be created for demarcation purposes.

Such arrangements must be conveyed during the site safety induction process.

Highway interventions

Please note that Temporary Traffic Orders (TTOs) and hoarding/scaffolding licenses may be applied for prior to CMP submission but won't be granted until the CMP is signed-off.

24. Parking bay suspensions and temporary traffic orders

Please note, parking bay suspensions should only be requested where absolutely necessary. Parking bay suspensions are permitted for a maximum of 6 months, requirement of exclusive access to a bay for longer than 6 months you will be required to obtain Temporary Traffic Order (TTO) for which there is a separate cost.

Please provide details of any proposed parking bay suspensions and TTO's which would be required to facilitate construction. **Building materials and equipment must not cause obstructions on the highway as per your Considerate Contractors obligations unless the requisite permissions are secured.**

Information regarding parking suspensions can be found here.

Not required.

25. 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).

N/A

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

N/A

26. 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).

N/A
No Diversions required – See Delivery Vehicle Access Plan for planned delivery and egress route.

27. 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 at 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.

Please see attached hoarding arrangement – Appendix N

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.

Our scaffold will not overhang over the public footpath. However, for added security for the public, we propose to construct an enclosed public safe access area alongside the boundary of Astor College. Please see proposal, appendix N.

As the pavement is already narrow, we propose that we remove the plants lining the edge of the footpath and road and fit paving slabs to increase useable safe walking area. New plants will be reinstated once the scaffold is removed.

The scaffold will be fully monoflex-ed to prevent falling materials and all exposed standards on the ground level will be lined and protected with foam to prevent the public from injuring themselves. Additionally, lighting will be fixed along the whole ground floor to illuminate the pavement. An alarm system will also be installed on the scaffold as an added safety measure.

- 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).**

28. Please list all noisy operations and the construction method used, and provide details of the times that each of these are due to be carried out.

Operating times will be in-line with Camden's policies.

Noisy works list –

1. Demolition – Please refer to RAMS attached for construction method. Please refer to the programme for start date
2. Excavation – Please refer to RAMS attached for construction method. Please refer to the programme for start date
3. Piling – Please refer to RAMS attached for construction method. Please refer to the programme for start date
4. General external builders work

29. 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.

Please see attached 'Plant Noise Assessment' prepared by WSP Parsons Brinckerhoff (Appendix O). An unattended noise survey was carried out between the 17th and 18th December 2014. A semi-permanent noise monitoring kit was deployed in a weather-proof case in a face measurement position on the roof of Astor College. Concurrent 5 minute measurement were taken over a 24 hour period.

30. Please provide predictions for noise and vibration levels throughout the proposed works.

Please see summary of predictions of noise and vibration levels below. Detailed predications can be found within the RAMS attached in Appendix S.

Volvo EC210 210º Excavator		LwA 102dB (A) outside cab/LpA 70dB (A) inside cab.
Volvo EC290 290º Excavator		LwA 104dB (A) outside cab/LpA 71dB (A) inside cab.
Volvo EC360 360º Excavator		LwA 105dB (A) outside cab/LpA 73dB (A) inside cab.
Hitachi ZX 460 360º Excavator		97db outside cab/72db inside cab.
Hitachi ZW 220 Shovel	1	03db outside cab/75db inside cab.

31. 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.

We have begun engaging with the local community and in particular the immediate adjoining neighbours. Heather Byrant, our Community Engagement Officer will liaise with effected neighbours by keeping them regularly informed of any major works that may impact upon them.

We will be installing vibration sensors to our immediate neighbours: 97 charlotte street and Sainburys Wellcome Centre. These tags will be monitored throughout the construction period.

We will consider the use of quiet plant to aid in sound reduction.

Noisy works will be managed within the time period as dictated by Camden. Should the need arise whereby noisy take place outside of the permitted hours, we will follow the necessary protocols of informing Camden and seek their approval. Once approval has been granted, we will liaise with the local community and keep them informed.

Please see attached Gallidford Try's Nuisance Management Policy which highlights our approach to noise monitoring (Appendix P)
Detailed measures can be found within the RAMS attached in Appendix S.

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

Galliford Try's staff will attend the ½ day Environmental Awareness Course and that we will specify that our supply chain must gain the SEATs and IOSH 4 day Environmental Course as part of their on-boarding to the contract.

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

Please see attached our Nuisance standard and Code of Practice with regard to managing dusty works on site (Appendix P)

We envisage that dusty works will be contained within the enabling works whereby soft demolition works will take place.

34. 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.

We do not envisage much dust or dirt to litter the public highways as our scaffold will be fully monoflexed. However, we will employ site gangers and labourers to make sure all public areas are kept safe and clean at all times during our construction works.

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

NOISE MANAGEMENT

General Standards

The risks of noise induced hearing loss from workplace operations will be reduced by using appropriate control measures. Personal protective equipment will only be used when collective measures have been considered but are not reasonably practicable to use. Noise levels of all operations / equipment will be assessed and where significant noise levels are likely to be emitted during the work process, a noise assessment will be recorded and appropriate control measures identified. The risk of nuisance noise will be identified and contact made with local environmental health departments and, where necessary, others who may be affected by the works. Those persons identified as being at risk of industrial deafness / noise induced hearing loss will receive regular health surveillance.

Planning – Construction Projects

Our designers will eliminate or reduce the need for plant / equipment producing significant noise levels during the construction stage as far as reasonably practicable. Residual risks will be recorded and passed on to the construction team. Our purchasing policy will include the requirement to buy / hire equipment with lower sound levels if deemed suitable for the type of work.

Planning of Workplace Activities

The operations management team will identify the equipment / activities where there is likely to be significant noise level exposure for employees or other persons, and record provisional measures to combat those risks. The initial sound level assessments will be recorded on HS&E-FRM-N01-03, Noise Register, and included in the Health and Safety Plan. Workplace management will identify employees who could be at risk of noise induced deafness and an assessment be made of their exposure using HS&E-FRM-N01-01, Assessment of Daily Personal Noise Exposure.

Galliford Try on the nearest sensitive facades along Charlotte Street will aim to be within a daily level of 75 dB (LAeq, 10hr) for airborne noise, and the first Action Level Trigger of 78 dB (LAeq, 1hr) should be used to ensure daily levels are within the 75 dB (LAeq, 10hr) level.

VIBRATION MANAGEMENT

General Standards

Where the use of equipment that emits vibration to the user is identified, the subcontractor will reduce the employees' exposure to as low as reasonably practicable by the selection / procurement of plant / tools that have been designed for the task but with lower vibration levels. We have signed up to Off highways Plant and Equipment Research Centre (OPERC), which is a signed commitment to only hiring tools from suppliers who have signed up to the OPERC conditions.

Where employees are identified as regular users of vibration equipment / plant they will be subject to regular monitoring for symptoms of hand arm vibration using HS&E-FRM-V01-02, at the commencement of work and thereafter at 12 monthly intervals. A copy of the completed form will be forwarded to the Business Units Human Resources Department and held on the employee's records.

Employees identified as regular users of hand held vibration tools should complete the Personal Vibration Exposure Record (HS&E-FRM-V01-01) after each exposure and copies of these records will be reviewed at the monthly health and safety review with the Health, Safety and Environment Advisor. Where necessary, annual medicals will be arranged in conjunction with the Human Resources Department and the contracted occupational health service providers. All employees will receive training and information on the correct use of vibration tools, the relevance of exposure levels, the completing of the exposure records, safe systems of work and the symptoms associated with the use of vibration equipment and plant.

High levels of vibration from ride-on plant have been identified as causing aggravation to pre-existing conditions i.e. back problems. Employees will be advised of the symptoms associated with whole body vibration and advised to report to their line manager if they have either an existing back problem or develop a back problem. Hand held work equipment that emits potentially harmful levels of vibration will be labelled using a Red, Amber, Green coding system which will identify the potential level of exposure to vibration and give guidance on the maximum times an operator can use the equipment.

Planning Construction Projects

Designers will eliminate / reduce the requirement for hand held vibration equipment wherever reasonably practicable. This will include the use of plant for the breaking of materials wherever reasonably practicable and the purchase of pre-drilled slabs etc to reduce the requirement for drilling.

Planning of Workplace Activities

The use of plant will be used to eliminate the use of hand held tools wherever possible, therefore the methods for breaking out concrete and the demolition of fixed structures should be planned to enable the use of machinery over hand held tools. The vibration levels of equipment and the anticipated exposure times will be identified, with selection of equipment to be used being the lowest weight vibration levels suitable for the task.

Where mobile plant is used the plant selected for used will be within the exposure limits set within the Control of Vibration Regulations. The exposure limits contained in the regulations are an Exposure Action Value (EAV) of 0.5 m/s and an Exposure Limit Value (ELV) 1.15m/s average over an 8 hour period.

Earth moving machines such as scrapers, bulldozers and dump trucks are examples of where these exposure limits may be exceeded; therefore where these types of equipment cannot be eliminated additional controls should be planned into the works as necessary for each individual operating the machine. e.g. simple best practice as identified in the HSE Guidance INDG242 (rev1) is all that is required.

If it is identified that the EAV will be exceeded regularly work practices will need to be addressed e.g. replace the machines, plan the design of the site to reduce shocks and jolts, provide training, and information to operatives and ensure regular health surveillance is carried out by an occupational health provider.

Plant hirers will be requested for the whole body vibration levels of equipment they provide and these levels should also be recorded on the Vibration Register V01-04 along with the duration of operation by the operator and the frequency of maintenance required. Checks will be made that the plant selected is the best available option and is suited to the terrain and the task. Checks will be made that the plant has been subjected to regular maintenance and plans are in place to ensure regular maintenance continues whilst the vehicle is on hire.

Checks will be made that the plant selected is the best available option and is suited to the terrain and the task. Checks will be made that the plant has been subjected to regular maintenance and plans are in place to ensure regular maintenance continues whilst the vehicle is on hire. When planning the site / designing traffic movement ensure provision to provide a designated traffic route / temporary road to be used than tracking over uneven ground unnecessarily.

Astor College is located within a commercial area and therefore we will use the suggested trigger criteria of commercial rating of 2mms[1-]
Mitigation Measures.

1. GallifordTry will request that there sub-contractrs consider and implement Where practicable, acoustic blankets/screens shall be used around noisy plant.
2. Structure Borne Noise (Noise that is carried via the structure of the building) - the 2hr on/off periods will be introduced when the levels of noise are reaching the limits described above.
3. Galliford Try will incorporate monarflex where possible on the Charlotte Steet scaffolding.

36. 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.

Please see attached RAMS - Appendix S

37. Please confirm that all of the GLA's 'highly recommended' measures from the SPG document relative to the level of risk identified in question 36 have been addressed by completing the GLA mitigation measures checklist.

Both links appear outdated. However, can confirm that we have read and understood the Clean Air Strategy and its mitigation measures. Will apply to site as required.

38. If the site is a 'High Risk Site', 4 real time dust monitors will be required. If the site is a 'Medium Risk Site', 2 real time dust monitors will be required. The risk assessment must take account of proximity to sensitive receptors (e.g. schools, care homes etc), 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.

SPG link does not work. However, the RAMS indicate that the site poses a medium risk. Therefore, 2 real time dust monitors will be used thorughout the construction period.

39. 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).

We will be maintaining the client s current pest control strategy. This includes the use of a pest control company to prevent rodents from spreading out from the site.

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

A refurbishment and demolition asbestos survey, instructed by our client, was carried out in May 2016. The initial report indicated that asbestos is present and some of the findings recommended that removal take place and others monitoring.

A further survey is due to be carried out in June 2016 whereby a more thorough report can be expected.

Please see attached extract of the report highlighting key findings and the recommendations (Appendix Q)

41. Complaints often arise from the conduct of builders in an area. Please confirm steps being taken to minimise this e.g. provision of a suitable smoking area, tackling bad language and unnecessary shouting.

Please see attached our Code of Conduct (Appendix R)

The site will have a designation smoking area and this will be managed and cleaned every day. We will reiterate the importance of good behaviour during the supply chain's pre-order and the operative's site induction process.

Additionally, please see attached our Challenging Behaviours and Beliefs vision. This forms part of our on-boarding process of the project (Appendix S)

42. If you will be using non-road mobile machinery (NRMM) on site with net power between 37kW and 560kW it will be required to meet the standards set out below. The standards are applicable to both variable and constant speed engines and apply for both PM and NOx emissions.

From 1st September 2015

(i) Major Development Sites – NRMM used on the site of any major development will be required to meet Stage IIIA of EU Directive 97/68/EC

(ii) Any development site within the Central Activity Zone - NRMM used on any site within the Central Activity Zone will be required to meet Stage IIIB of EU Directive 97/68/EC

From 1st September 2020

(iii) Any development site - NRMM used on any site within Greater London will be required to meet Stage IIIB of EU Directive 97/68/EC

(iv) Any development site within the Central Activity Zone - NRMM used on any site within the Central Activity Zone will be required to meet Stage IV of EU Directive 97/68/EC

Please provide evidence demonstrating the above requirements will be met by answering the following questions:

a) Construction time period (mm/yy - mm/yy): October 2016 to August 2018

b) Is the development within the CAZ? (Y/N): Y

c) Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y/N): Y

d) Please provide evidence to demonstrate that all relevant machinery will be registered on the NRMM Register, including the site name under which it has been registered:

e) Please confirm that an inventory of all NRMM will be kept on site and that all machinery will be regularly serviced and service logs kept on site for inspection:

f) Please confirm that records will be kept on site which details proof of emission limits, including legible photographs of individual engine plates for all equipment, and that this documentation will be made available to local authority officers as required: Records will be kept on site at Astor College and will be available for viewing when required.

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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.

Please notify that council when you intend to start work on site. Please also notify the council when works are approximately 3 months from completion.

Signed: .....

Date: 9/9/16.

Print Name: John Desereux

Position: Ops Manager.

Please submit to: planningobligations@camden.gov.uk

End of form.

Camden