

Construction Management Plan

pro forma v2.1

Contents

Revisions	3
Introduction	4
Timeframe	6
Contact	7
Site	9
Community liaison	12
Transport	15
Environment	25
Agreement	30

Revisions & additional material

Please list all iterations here:

Date	Version	Produced by

Additional sheets

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

Date	Version	Produced by

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](#)."

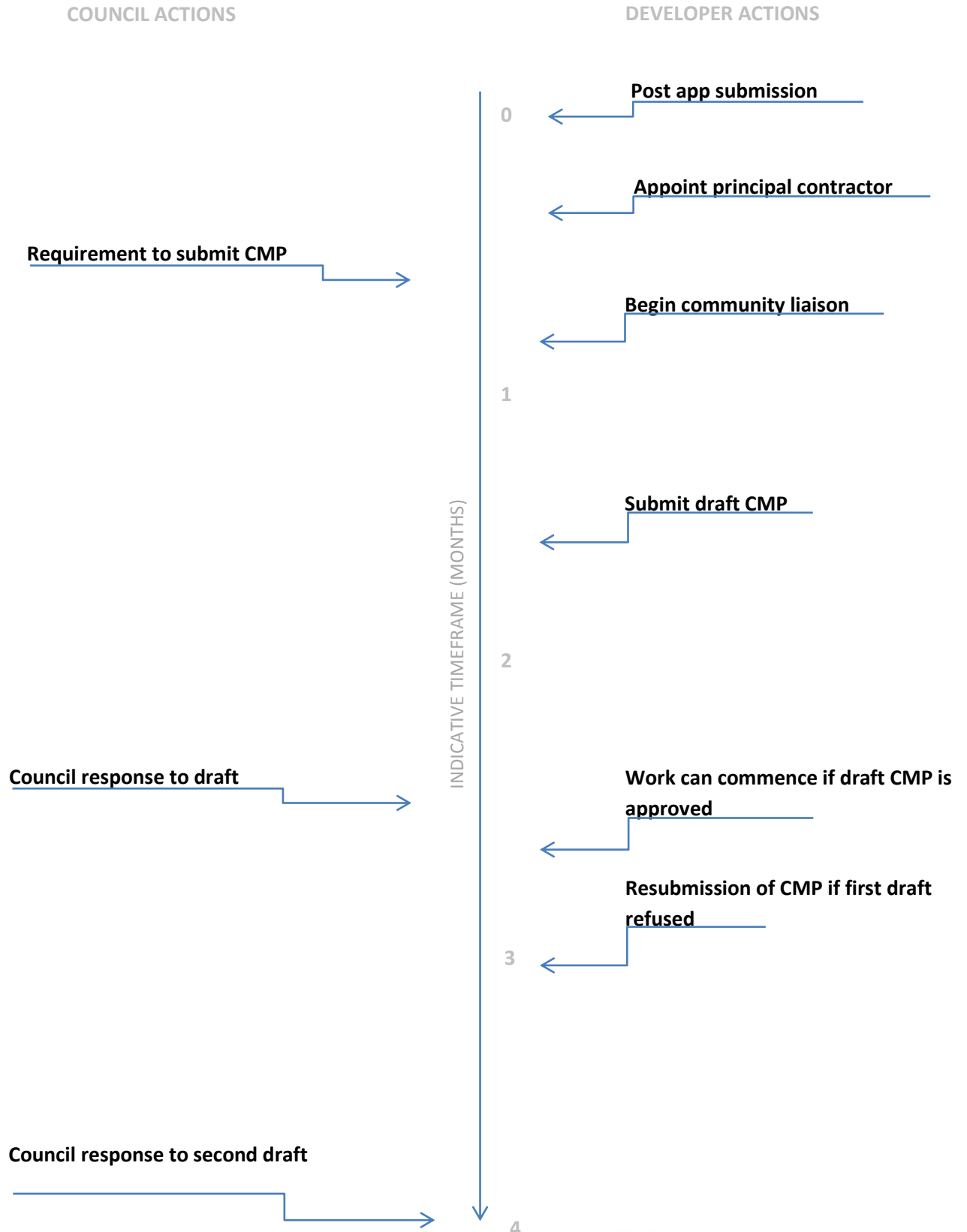
Please complete the questions below with additional sheets, drawings and plans as required. The boxes will expand to accommodate the information provided, so please provide as much information as is necessary. **It is preferable if this document, and all additional documents, are completed electronically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



Contact

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

Address: 1-11A Swains Lane, London, N6 6QX and 109-110 Highgate West Hill, London, N6 6QX

Planning ref: 2013/6674/P

Type of CMP - Section 106 planning obligation/Major sites framework: S106 planning obligation.

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

Name: Mathew Ingham of Tasou Associates

Address: Tasou Associates, 4 Amwell St., London, EC1R 1UQ

Email: mathewingham@tasou.co.uk

Phone: 0207 713 7070

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: Luke Mead

Address: 5 Paper Mill Buildings, City Garden Row, London, N1 8DW

Email: luke@nhclondon.co.uk

Phone: 07726 24 24 24

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.

Please see answer to question 3

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.

Please see answer to question 3

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.

The development site is situated within the Dartmouth Mark Conservation Area and adjoins the Holly Lodge Eastate Conservation Area.

The mixed use scheme consisting of both retail and residential units includes:

- Demolition of two existing single storey buildings and garages
- Erection of 2no. new buildings. Proposed east building is three-storeys in height, the proposed west building is part two-storey, part three-storeys in height plus a basement housing Combined Heat and Power plant.
- Removal of vehicular egress and access from Swain's Lane.
- Provision for 5 car parking spaces including one disabled car parking space and two electric car charging points.
- Improvements to public realm (including areas for external seating) and the planting of new trees.

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).

The development is for the demolition of two single storey commercial buildings and the construction of 1no. four storey and 1no. three storey mixed use buildings of the same footprints. The new buildings consist of a total of 8 no. commercial units (ground floor) and 12 no. residential flats (first and second floors) and 1no. basement plant room. I've attached a set of planning drawings for clarity.

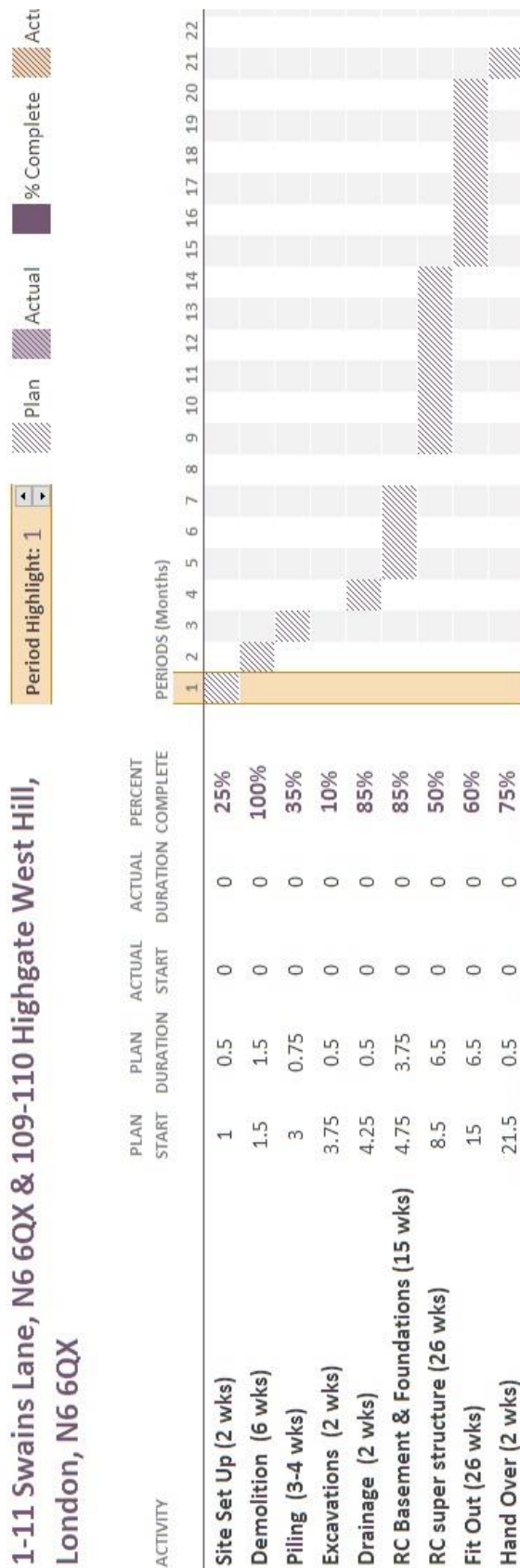
8. Please identify the nearest potential receptors (dwellings, business, etc.) likely to be affected by the activities on site (i.e. noise, vibration, dust, fumes, lighting etc.).

Disruption is minimal, given the two buildings are detached from one another and from neighbouring properties, as well as being situated on a traffic junction providing additional distance to neighbouring properties, the closest receptor to any possible disturbance will be 13 Swains Lane. Please refer to question 33 & 34 for the on-site provisions to combat dust/noise etc.

Please see Construction Noise Assessment attached.

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.

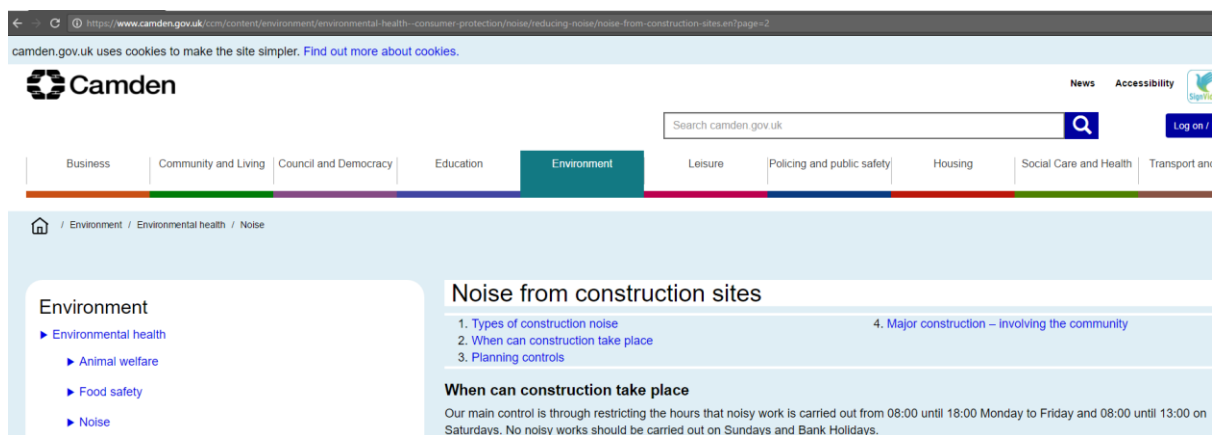
10. Please provide the proposed start and end dates for each phase of construction as well as an overall programme timescale. (A Gantt chart with key tasks, durations and milestones would be ideal). **Proposed Start Date 31st Jan. 2017 – end date 31st Oct. 2018 (21 months)**



11. Please confirm the standard working hours for the site, noting that the standard working hours for construction sites in Camden as taken from the link below to Camden Council's page on noise from construction sites 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

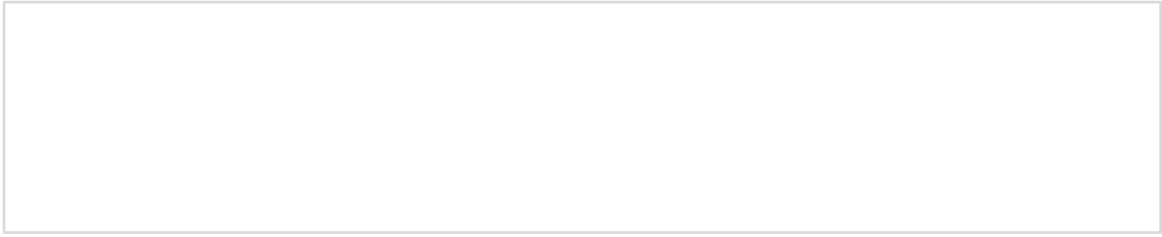
<https://www.camden.gov.uk/ccm/content/environment/environmental-health--consumer-protection/noise/reducing-noise/noise-from-construction-sites.en?page=2>



- 8.00am to 5pm on Monday to Friday
- 8.00am to 1.00pm on Saturdays
- No working on Sundays or Public Holidays

Non-intrusive and quiet activities (e.g. internal fit out) may be carried out outside of these hours. As confirmed by London Borough of Camden via email sent to our sound engineer Mick Lane of dB Consultation Ltd. on Tuesday 13th December.

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.



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.

An introductory meeting was held on Monday 5th September between Tasou Associates (Tom Tasou and myself), Noble House Properties (client team), local councillor Sally Gimson and local committee representative Rob Schoenbeck. We were also accompanied by Julian de Metz.

Topics of conversation covered (but were not limited to):

- Project history – from project conception to current proposal,
- Post-completion occupation of ground floor units,
- Materiality,
- CMP.

A community meeting took place on January 16th 2017 at the Church of St. Anne in Highgate, chaired by Father Andrews and addressed by Alex Oliver (client) and the design/construction team with Principal Planner Jonathan McClue in attendance. The aim of the discussion was to cover any concerns the community may have with construction related matters, site traffic, noise monitoring, dust control, etc.

Swain's Lane

Construction Management Plan- Briefing Meeting

FA: Father Andrew- Chairman
WM: Wayne Mead- NHC
JW: Josh Weaver- NHC
ST: Sam- Tasou Architects
MT: Matthew- Tasou Architects
TT: Tom Tasou- Tasou Architects
AO: Alex Oliver- NHP
JO: John Lahiff- NHP
JS: John Slater- Liaison Officer

- **FA** welcomed local residents, and explained that this was a meeting about the construction management plan, that there would be further meetings once a month, and that any questions should be relevant to the subject today.
- **AO** introduced the team present, and NHP as a company.
- **AO** explained that we are working to start demolition works ASAP, but that there are certain restrictive conditions attached to the planning consent that we must first satisfy.
- **AO** reiterated the point that NHP were not involved in the long drawn out planning process, and that we would be going back to planning to increase the massing or make any major amendments to the scheme, but that we may go back for some minor amendments to the design.
- **AO** NHP conducted a mail drop over a week prior to the meeting, which explained two main changes to the previous CMP. These amendments include the addition of a dust monitoring system, and we have updated the transport route, which will now run South through Highgate Road as opposed to the previous route which was North through Highgate West Hill.

- **AO** Residents have pointed out that there seems to be a rodent problem relating to the site, and NHP have contacted Rentokil in response to keep on top of the issue during the construction period.
- **AO** a full noise impact plan has been carried out, and NHP will be employing noise reduction piling techniques.
- FA Opened the floor to questions to the panel, which are summarised as below;

Q The residents were led to believe that there would be no digging down, but the CMP seems to show that actually there may be.

A There will be 200sqft of basement which will house the plant room. Other than that the only digging down will be for the foundation works.

Q The CMP states that there will be receptors at 13 Swain's Lane but there are other units that will be affected.

A Number 13 is the closest property, so if the noise and dust levels fail there, they would fail at the other units also.

Q When will full works start on site?

A There is a sign off process for the CMP, after that there will be demolition works and trial pits, with a construction start date between 8-12 weeks.

Q There are 4 schools in the area; and the area is over run with school children before and after school times and during the lunch break. What can be done to minimise risk to the children.

A We will agree that all deliveries will be before 15.00 during term times. In addition there will be at least 2 highly visible banksmen on either side of any delivery trucks to ensure the safety of local residents and school children.

Q The CMP states that the skips will be 40 yards instead of the standard sized 12 yard skips.

A 40 yard skips will only be used during the demolition phase, which will run from between 3-4 weeks.

Q Will there be a point of contact on site to speak to about any issues or complaints?

A **JS** explained that he will be running a community liaison program with monthly meetings to update residents. In addition the site will have signs with the relevant contact details of the site manager, as will the regular email updates.

Q What are the plans for parking bay suspensions in the area, as the surrounding roads are already struggling with current levels of parking.

A There are no parking suspensions planned as there is plenty of provision for parking on site.

Q There are petrol tanks on site from an historical use on the site. How will NHP deal with this issue?

A A remediation report has been commissioned. Once the tanks have been located, they will be assessed and a decision will be made with the Council on whether or not to remove the tanks. There is a clear plan in place whether the tanks are removed or retained. Once the works are completed, surrounding soil samples will be taken to make sure it is not contaminated.

Q Is there any asbestos on site?

A A report has been commissioned, there is no notifiable asbestos on site, and a specialist asbestos removal company will be used to remove any asbestos that is on site.

Q What happens if two lorries turn up at the same time?

A We have enough space on site to accommodate two lorries. If there are any more than that, they will be turned away, and all suppliers are aware.

Q Can NHP liaise with the local schools to tell them when there are deliveries etc.?

A **JS** has already started liaising with all local schools.

Q How many lorries are we expecting? The CMP states 15 per week.

A During the concrete pouring stage- which is 4 days, there will be 8 lorries per day, but outside of that, there will be 1-2 lorries per day. 15 per week is the worst case scenario.

Q The CMP states a fortnightly inspection from NHP, could we consider a weekly inspection?

A NHP and/or **WM** will certainly be on site at least once a week.

Q The need for lorries is understood, but what will the heaviest be?

A 20 tonnes which is standard for road use of the types in the area.

Q Residents were assured they would be able to comment on materials. How will this be done?

A At regular monthly update meetings, as well as sample boards and information on site and on the hoarding boards.

Q Would NHP consider reducing the number of hours a day on site by an hour?

A Works will finish at 17:00, and not 18:00 as some residents were led to believe. If hours are reduced further then the construction period would be extended by some time.

Q Will the hoarding just be standard ply wood or would there be any design?

A Hoarding will be branded with information about the site and viewing windows so residents can view the progress.

Q Will the scheme block the pavements?

A Hoarding will step out by 1 meter from the site boundary, however that should leave plenty of room for residents.

John Slater of the Liaison Group addressed the Floor

- There will be further consultation on materials going forward
- They're putting together a representative group
- They will be easily contacted
- They have a note of all registered email addresses and will be easily contacted

Julian of the Retail Forum addressed the Floor

- The scheme was originally to house a large Waitrose unit.
- There are now smaller units with restrictions on retail types.
- They have consulted residents on the street and using Facebook.
- They are looking for positive ideas and feedback going forward.

The above comments/answers have been incorporated into the CMP in the necessary sections. Minutes have been provided as an appendix to this document.

Construction Working Group

Please provide details of community liaison proposals including any Construction Working Group that will be set up, addressing the concerns of the community affected by the works, the way in which the contact details of the person responsible for community liaison will be advertised to the local community, and how the community will be updated on the upcoming works i.e. in the form of a newsletter/letter drop, or weekly drop in sessions for residents.

The community will be kept up to date on site progress works in the form of a hoarding board dedicated to the use of a printed newsletter. The on site contact will also be advertised along with a drop in centre will be arranged and a leaflet to go to local residents and businesses every 2 months.

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](#)".

Noble House are a registered with considerate contractors, this scheme will be independently registered with considerate contractors due to its size.

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.

Not applicable. Council not aware of any major developments that will impact the site.

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:

Noble House Construction Ltd

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](#) and [Q18 example response](#)).

We will ensure CLOCS requirements in our orders or contracts to our supply chain. We will then monitor compliance by undertaking both desk-based and site-based checks of our suppliers. For example, by asking our suppliers who we have already built up a very strong rapport with to certify their compliance, before undertaking vehicle and driver checks on the gate and if deemed necessary we will address for non-compliance.

All of our staff are trained accordingly to ensure that they understand the process for addressing non-compliance and to adhere to CLOCS requirements. Where possible we will use Fleet Operator Recognition Scheme silver accredited operators in order to ensure compliance with the CLOCS standard, thus increasing rates of compliance and reducing the number of checks that we need to partake in.

Checks of FORS ID numbers will form part of the periodic checks and will be carried out as per an appropriate risk scale.

Random spot checks will be carried out by site staff on vehicles and drivers servicing the site at a frequency based on the aforementioned risk scale. Results from these checks will be logged and retained, and enforced upon accordingly.

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:

Noble House Construction

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

Site Traffic

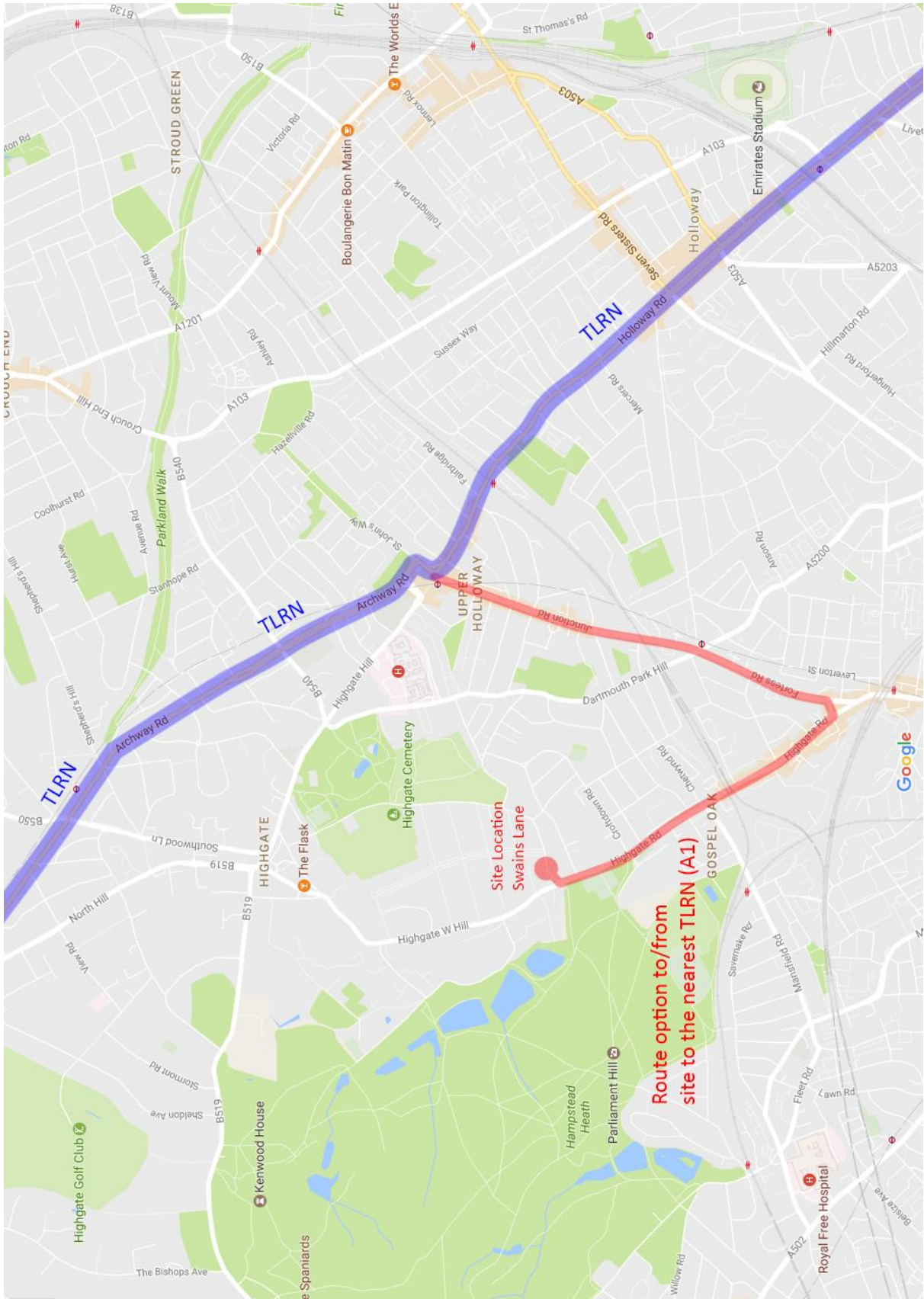
Sections below shown in blue directly reference the CLOCS Standard requirements. The CLOCS Standard should be read in conjunction with this section.

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). **See marked up plan:**



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.

Prior to deliveries we will send over a traffic management plan and give them delivery instructions, we have a close relationship with our suppliers to guarantee that adequate communication takes place to ensure they follow the necessary instructions.

All deliveries will take place on site to avoid congestion.

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.

During the early stages of construction there will be around 15 vehicles per day which will be muckaway and cement trucks. Due to the layout of our site as you will be able to see from attached drawings, all vehicles will be able to pull up on site so it should not affect the roads in any way or cause a back up. After this initial phase upon completion of the groundworks have been complete we would expect 5-10 deliveries every week. **Only 2 lorries will be allowed on site at any one time.**

All deliveries will be resitricated to Mon-Fri 9:30-15:00 & Sat 8:00-13:00. Broadband or “white” noise reversing alarms will be used where reasonably practicable. All reversing delivery vehicles will be guided by a suitably trained banksman.

Drivers of all plant and equipment used on site will be asked during site induction to ensure that the engine will be turned off when not in use and there will be no unnecessary revving of the engine.

In the case of hazardous waste, all products will be removed and disposed of in accordance with relevant local enforcing bodies, with all licenses obtained, and consignment notes retained as proof of correct disposal. Where there is more than 500kg / 500lt of hazardous waste to be removed from site, the premises shall be registered with the Environmental Agency as required by the Hazardous Waste Regulations 2005.

- Debris/ rubble/ waste 40 yard skip for demolition waste only. 12 yard skip thereafter.
- Muck away Lorry 9m x 2.5m (Dwell time 30min per load)
- Concrete Lorry 9m x 2.5m (Dwell time 20min per delivery)
- Delivery vehicle type 1 5m x 2.15m (Dwell time 20min to 1hour)
- Delivery vehicle type 2 7m x 2.15m (Dwell time 20min to 1hour)
- Delivery vehicle type 3 10m x 2.500m (Dwell time 20min to 1hour)
- Delivery vehicle type 4 14.154m x 2.520 (Dwell time 20min to 30min)

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

Not applicable. Council not aware of any major developments that will impact the site.

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.

For Delivery vehicles, there will be a delivery rota system, whereby deliveries must be pre-booked at least 24 hours in advance to avoid the areas peak travel hours. Not only should this prevent congestion on site but it will also spread the resultant traffic over a longer period.

Special deliveries to the site will be coordinated with the Local Authority highways department to avoid congestion during peak traffic periods. A Traffic Marshall will be available on site to make sure access and exit of site vehicles is processed in a safe manner.

Any vehicle arriving without this prior booking may, at the discretion of the logistics staff, be turned away and advised to return at another appointed time. This procedure will be detailed within the contract documentation for both subcontractors and suppliers, to ensure that all delivery drivers are aware of the requirements. There will be no on-street loading or unloading other than in the existing designated loading bay on Swains Lane.

A traffic management system will be established to avoid congestion in the vicinity of the Proposed Development.

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.

N/A

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).

The requirement for prior authorisation when visiting the site via vehicle, which is managed by the logistics manager, whom will agree at least a week in advance delivery schedules and then review and prioritise them on a daily basis.

The use of a waste compactor on-site will be investigated as an additional way of reducing the number of vehicle trips related to waste collection, where applicable.

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



Access to the site on Swains Lane



Egress on Highgate Westhill



Birdseye view of the site

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

We will use a site banksman to control traffic as any vehicle will pull into/ off site, they will control pedestrians and traffic to ensure safety, whilst vehicles are pulling in. The majority of builders on site will be using public transport. During school lunch time hours, at least 2 banksmen will be present to ensure extra safety and care in vehicular movements.

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).

N/A

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.

During construction works an appropriate wheel-washing system shall be provided to remove stones, concrete and any other extraneous materials from the wheels and chassis' of construction vehicles exiting the site and all loads of construction materials shall be fully covered in order to ensure that no material leaves the site attached to the vehicle which might subsequently be deposited on the highway. The exit from the wheel washing system shall be constructed from a hard, nonporous surfacing material and the surface shall be kept clean at all times.

Waste water discharged from the wheel washing system shall be stored and disposed of on site and shall not be discharged into the public sewerage system without prior removal of soil, stones and any other suspended material.

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.

All vehicles should be offloaded within the site boundary to ensure the safe passage of pedestrians, cyclists and motor traffic.

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](#).

We will not require any parking suspensions as it stands.

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.

Hoarding Screens will be erected at the boundary of the site. A highly visible 24 hour contact number will be displayed at all times for emergency and general queries.

Safety is paramount in the construction industry and occupies a large part of our site management daily routine. As such, all necessary protection, hoardings, covers and protected walkways will be put in place as and when required. There will be controlled access to the site, for both security and safety reasons.

At night the site compound and offices will be kept locked, and the offices alarmed. We are very aware that construction sites are a magnet for children and as a result, we will install physical barriers, hoardings and screens to ensure that the site is kept secure.

Site lighting shall be designed, positioned and directed so as not to unnecessarily intrude on passing drivers on public highways and so as not to direct light into any windows of properties outside the site.

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

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.

Will be wide enough pavement for pedestrians to use the pavement normally, marshalls will control vehicles and pedestrians when deliveries take place.

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.

Hoarding Screens will be erected at the boundary around the site. A highly visible 24 hour contact number will be displayed at all times for emergency and general queries.

A dedicated hoarding screen will be provided with updated construction information informing local residents of construction progress.

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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.

For all questions relating to noise please see Construction Noise Assessment Attached

Noisy works will include:

- Demolition of existing structures (carried out by hand where possible, but also hand held breakers and mini digger to clear rubble)
- Piling Rig (a smaller piling rig will be used to minimise noise created)
- Excavator/ Digger to excavations (including muck away lorries)
- Delivery Vehicles
- General Construction and Fit out operations (hand held drills, timber saws, etc.)

All works will be resitricted to Mon-Fri 8:00-18:00 & Sat 8:00-13:00

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.

An Environmental Noise report was conducted on 07.10.2013 by Cundall. A copy will be provided. The survey provides the following ambient noise levels: average daytime LAeq 64.0dBA and lowest LA90 52dBA.

Noted that high ambient levels = a 10hr LAeq >65 and low ambient levels a 10 LAeq65.

Noise levels at the nearest sensitive façade will aim to be within a daily level of 70 dB (LAeq, 10hr) for airborne noise, and that first Action Level Trigger of 73 dB (LAeq, 5 minutes) should be used to ensure daily levels are within the 70dB (LAeq, 10hr) level.

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

Noise levels will be below the appropriate levels once the initial demo phase has taken place.

As explained in several emails to Camden council, we were informed that this was a rolling document so when we have adequate information we could then fill in the relevant sections, that we will be unable to complete up until this point. As it stands we have not received a single drawing for this site, so consequently we do not know which plant equipment will be used yet. As a result of this as soon as we know what plant equipment is needed we will send you over the list accordingly.

The measured vibration levels shall be compared with the criteria BS 5228: 2009 part 2 (i.e. 1mms^{-1} PPV for potential disturbance in residential and using a suggested trigger criteria of 2mms^{-1} for commercial). Lower limits must be agreed with the Council if there is a risk that vibration levels may interfere with vibration sensitive equipment or other vibration sensitive objects.

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.

- Temporary acoustic enclosures/screens shall have sufficient mass so as to be able to resist the passage of sound across the barrier and to be free of significant holes or gaps between or under any acoustic panels.
- Where practicable, acoustic blankets shall be used around noisy plant.
- Locate the site access and the material storage away from sensitive receptors
- The standard hoarding height of 2.44m (surface density of not less than 7kg/m²) can be increased to break the line of sight to any residential window.
- Position site huts to provide additional screening of works.
- Maximise the screening effect of buildings through programming/phasing of works.
- Planning the demolition sequence to utilise screening afforded by buildings to be demolished.
- As seen in our hoarding license application, we have a clear access and egress to the site in order to avoid the need to reverse and reducing the associated noise from reverse warning systems.
- Delivery routes and vehicle holding areas should be chosen to avoid diverting traffic.
- We will establish an electricity supply to the site. This will reduce the need for diesel generators which can have a localised noise and air quality impact.
- We will ensure adequate planning within the project to prevent noise generating from double handling of materials and overlapping of high noise activities.
- For structure borne noise, where required, the contractor can incorporate 2hr on/off respite periods, to reduce impact to nearby sensitive receptors.
- So far as reasonably practicable ensure any scaffolding has manorflex coverage.
- Where practicable, acoustic blankets shall be used around noisy plant. The level of attenuation afforded by acoustic screens/blankets should also be recorded in the CMP and noise report.

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

We have been in contact with the Institute of Acoustics (IOA) in regards to courses that may satisfy the training element of BS5228:2009, however none appear to be appropriate.

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

The design team for Noble House Construction have considered the impacts on the local environment using the Greater London Authority's 'The control of dust and emissions from construction and demolition' Best Practice Guidance, as well as using all relevant HSE guidance as best practice, as advised in the planning conditions.

Best practicable means of preventing, reducing and minimising dust will be adopted. It is expected that the Proposed Development will adhere to the relevant Code of Practice during construction. Measures currently planned to be adopted include:

- Use of hoarding around the entire perimeter of the site to assist in the screening of noise and dust generation from low-level sources;
- Brushing and water spraying of heavily used site hard surfaces and access points as required;
- Vehicles transporting materials capable of generating dust to and from site to be suitably sheeted on each journey to prevent release of materials and particulate matter;
- Effective wheel/body washing facilities to be provided and used as necessary;
- Noble house construction will enforce a strict waste policy for all contractors on site including; the segregation of waste where possible, reduced waste material left on site, reuse of materials where possible, recycling of waste where possible. There is be NO burning of materials on this site.
- With regard to food waste see question 39.
- All hazardous materials including chemicals, cleaning agents, solvents and solvent containing products to be properly sealed in containers at the end of each day prior to storage in appropriately protected and bunded storage areas.
- Where dust cannot be designed out this shall be mitigated by using methods such as: screening, wetting down, vacuuming etc.

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.

See answer to Q.33.

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

Best practicable means of preventing, reducing and minimizing noise will be adopted. It is expected that the Contractor would be required to comply with the requirements of BS 5228-1: 2009 'Code of practice for noise and vibration control on construction and open sites – Part 1 Noise'. Measures currently planned to be adopted include:

- Use of hoarding around the entire perimeter of the site to assist in the screening of noise and dust generation from low-level sources;
- Hydraulic construction to be used in preference to percussive techniques where practical;
- Off-site pre-fabrication to be used, where practical, including the use of pre-fabricated structural elements, cladding, toilets, mechanical and electrical risers and packaged plant rooms;
- All plant and equipment to be used for the works to be properly maintained, silenced where appropriate, and operated to prevent excessive noise and switched off when not in use and where practicable;
- Plant will be certified to meet relevant current legislation and British Standard 5228 (BS5228) Standards;
- All Trade Contractors to be made familiar with current legislation and the guidance in BS5228 (Parts 1 and 2), which will form a prerequisite of their appointment;
- Threshold noise and vibration limits will be set, and monitoring equipment established at locations outside the site (and agreed with the Local Planning Authority) that are deemed sensitive, such as nearby office areas, churches and listed buildings;
- Any noisy construction activities will be carried out within the timeframes outlined on the Camden planning website which states that the normal hours for noisy construction are:
 - Monday to Friday, 8am to 5pm (Camden policy allows work from 8am – 6pm)
 - Saturday, 8am to 1pm
 - Sunday or bank holidays, no work allowed
- If it is predicted that thresholds will be exceeded the relevant approvals will be sought under Section 61 Control of Pollution Act 1974;
- Loading and unloading of vehicles, dismantling of site equipment such as scaffolding or moving equipment or materials around site will be conducted in such a manner as to minimise noise generation. Where practical these will be conducted away from noise sensitive areas;
- Wherever possible, plant and equipment will be switched off when not in use.

As far as possible, construction works will be carried out using methods that minimize noise. Quieter types of machinery will be specified for any works where we aren't able to avoid the use of percussion tools.

Noise on construction sites is difficult to avoid, however, Noble House Construction shall employ procedures to reduce the effects of noise so far as reasonably practicable on the surrounding population, i.e. if piling is to take place during construction, auger piling shall be a consideration, during the hire or purchase of any pneumatic plant the noise and emissions associated with the equipment shall be a determining factor. If the levels of noise are deemed to be excessive, Noble House Construction shall use noise monitoring equipment such as decibel meters hired from a tool hire specialist or employ a specialist company to provide an assessment and report.

With regards to noise monitoring having consulted an acoustic specialist he has given the advice that we use attended noise monitoring to test the noise levels during each noisy stage of construction as it would be more effective and far less costly for this sort of project. With an investigation taking place should noise levels exceed the appropriate levels.

High ambient levels = a 10hr LAeq >65 and Low ambient levels = a 10 LAeq <65.

NHC will be undertaking continuous permanent mains-powered monitoring, with trigger levels and remote access to data. This will consist of:

2x Class 1 Sound Level Monitors (SLM), one on the East and the other on the West end of the site, situated 0.5m above the height of the hoarding, with the control unit also attached to the hoarding.

SLM's will have trigger levels set at industry standard or advised differently by Camden monitoring a range of metrics including LMax, LMin, LAeq and LA90 at regular intervals. Upon triggering, monitors will send text and/or email to dBC, Noble House and the site manager and immediate investigations will occur on site leading to any necessary remedial work.

Complaint or incident investigation will be undertaken as a result of any threshold exceedance, monitored regularly as stated above.

Monthly reports of all measured data will be made available Camden Council on request. Monitors will be adequately maintained as appropriate for long term monitoring.

36. Please confirm that a Risk Assessment has been undertaken at planning application stage in line with the GLA policy. [The Control of Dust and Emissions During Demolition and Construction 2104 \(SPG\)](#), that the risk level that has been identified, and that the appropriate measures within the GLA mitigation measures checklist have been applied. Please attach the risk assessment and mitigation checklist as an appendix.

An Air Quality Assessment has been conducted by Air Quality Consultants Ltd on 07.10.2013. A copy will be provided.

Highly recommended items from the GLA mitigation measures checklist applied following an identified low risk level are as the appendix 'Dust and Emissions SPG 8 July 2014_Appendix 7 Air Quality Control.pdf'

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](#).

Highly recommended items from the GLA mitigation measures checklist applied following an identified low risk level are as the appendix 'Dust and Emissions SPG 8 July 2014_Appendix 7 Air Quality Control.pdf'

- 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.

N/A.

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).

To ensure that rodents are not spreading out from the site, the site will be kept clean with waste bins situated around the site for food waste. Although the majority of food will be eaten in the canteen where it will be disposed of accordingly. The site will be cleaned on a daily basis, with a site inspection taking place every 2 weeks to ensure further cleanliness.

With regards to rodent baiting tests there is a park opposite the site, therefore we feel this would invite more rodents on to site. We will appoint Rentokil or an equivalent company to advise on pest control during both demolition and construction phases.

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

The asbestos survey was carried out on 20th September 2016 with a full report issued to Camden Council.

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.

To ensure that complaints are minimised we will have a designated smoking area on site. Regular tool box talks will take place informing contractors of suitable conduct. We will also enforce a 2 strike policy before not being allowed to complete any further work on site. We will send out leaflets to all residents with contact details if they feel the need to complain, along with our contact number being placed on the board if they want it.

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): 01/2017 – 10/2018
- b) Is the development within the CAZ? (Y/N): No
- c) Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y/N): Yes
- 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: Yes

• 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.

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:

Print Name:

Position:

Please submit to: planningobligations@camden.gov.uk

End of form.