

Construction Management Plan

30/05/2017

Project at: 26 West Hill Park, London N6 6ND

The works consist of refurbishment and modernisation of the existing house, including organisation of the step- free access to the lower ground floor, basement extension and rear extension to the house.

Planning ref: Pending

Revision: First Draft

This document is written with reference to the following documents:

- Camden's Construction Management Plan – pro-forma
- Camden's Community liaison guidance
- Mayor of London's Control of Dust and Emissions from Construction and Demolition Best Practice Guidance

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This Construction Management Plan (CMP) relates to the London Borough of Camden planning reference

The purpose of the CMP is to propose procedures to minimise construction impacts, relating to both on site activity and the transport arrangements for vehicles servicing the site. We will aim to follow best practice guidance wherever possible.

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1.0 The Site: Summary

26 West Hill Park, Highgate, London, N6 6ND is an existing three storey brick detached house, a part of West Hill Park Estate, which lies within the Highgate Conservation Area of the London Borough of Camden. The site is set within a suburban environment. Given the arrangement of the estate and the site location on the periphery thereof, the primary receptors are the neighbouring detached dwellings to the sides. Careful consideration of site access routes can largely reduce the impact on the West Park Hill Estate as a whole.

2.0 Noble Structures: Introduction

Noble Structures have extensive experience across the construction industry, including new-build and extension projects for both the residential and commercial sectors; with a particular wealth of experience in basement construction.

Our philosophy ensures that we fully comprehend and work to fulfill our clients' aspirations and expectations. Whatever the project, our main concern is consistently offering and delivering the highest possible service for our clients. We strive to deliver projects ahead of schedule and on budget without compromising attention to detail or quality of workmanship. We take great pride in our construction sites and endeavor to minimize the impact on neighbouring residents, maintaining positive relationships.

Noble Structures is a registered company with the Considerate Constructors Scheme (CC). This is non-profit making, independent organisation set up to promote good practice within the construction industry. We've been featured in their newsletter and won their Bronze award in 2016.

[View newsletter.](#)

[View our 4-star rating certificate for 2016.](#)

[View our Performance Beyond Compliance certificate for 2017.](#)

2.0 Contact details for relevant parties/persons

Full contact details of the site project manager responsible for day-to-day management of the works and dealing with community liaison and any complaints from local residents and businesses.

Name: Adrian O'Malley
Address: Noble Structures Limited
17 Brook Lane Business Centre,
Brook Lane North,
Brentford,
London
TW8 0PP
Email: Adrian@noblestructures.co.uk
Phone: 0207 148 1595

The above is also the address where the main contractor accepts receipt of legal documents.

17 BROOK LANE BUSINESS CENTRE, BROOK LANE NORTH, TW8 0PP | TEL: +44 (0)20 7148 1595 | WWW.NOBLESTRUCTURES.CO.UK

NOBLE STRUCTURES LTD | COMPANY NO: 08220789 | VAT NUMBER: 153056040



3.0 Construction traffic management

Vehicular Access to the site will be from Merton Lane. There are currently no other construction works being carried out within this area of the estate with no current construction traffic on Merton Lane. As such there should be little or no cumulative impact that would typically arise from high concentrations of construction activity.

Pedestrian Access to the site will also be from Merton Lane. Although there will be an additional pedestrian gate to the front of the property for occasional use.

To minimise impact on neighbours and so as not to inhibit access through the estate; construction site access will be to the rear of the property. It is proposed to demolish a small section of the fence and concrete sleeper wall to the rear of the property to create an opening onto Merton Lane. A 2.4m high hoarding will then be erected to the boundary with vehicular and pedestrian gates. The hoarding will be constructed to ensure protection of the existing highway. A 'photographic schedule of condition' of the street will be taken before commencement. On completion, the roadway is to be inspected, and any damage caused by the Contractor is to be made good, before the Contractor leaves site.

Merton Lane has a very low density of vehicular traffic with only occasional and low volume usage throughout the day. The road has as parking bays to one side of the carriageway, up against the rear fence of 26 West Hill Park and continuing up the street. These bays are not generally in constant use through the day given a prevalence of residences in the area having off street parking. We propose partial parking bay suspensions to 2 bays to the rear of the property as shown on the Construction Site Plan drawing. These bays would only be required for construction site access between 9:00am and 5:30pm Monday to Friday. At other times the bays could be handed back for local resident use.

Merton Lane is of a viable width to afford delivery vehicles access. The road has a very low density of pedestrians with only occasional movements through the day. It is proposed that, in order to minimise the impact of construction traffic, a one-way system would be enforced by the site traffic marshal, ensuring that construction vehicles enter from the top of the road and exit towards the bottom. Construction Vehicles will approach Merton Lane from Highgate West Hill.

Delivery and waste removal vehicles will stop in the suspended bays to the rear of the site and will either unload/load over the hoarding or manually through the site access gates. All deliveries will be supervised from the front and rear of the vehicles when on site. Vehicles leaving the site will be assisted by a banksman. Deliveries will be planned to arrive separately so as not to over burden the local road network.

All departing vehicles will be cleaned using stiff broom and jet wash if required to prevent the passage of mud and dirt onto the adjoining highway. However, this is unlikely to be required regularly as vehicles will not be entering the site itself.

All site entrances will be clearly marked with a 600mm x 900mm white on red sign marked "caution site entrance" on both sides of site entrance. A contact telephone number for a responsible person shall be attached to the site entrance for contact at any time. These details will also be mounted on the hoarding at the driveway to the house, within the estate.

A proposed Construction Site Plan is attached to this CMP.

Deliveries will be scheduled between 09:00hrs and 16:00hrs, Monday to Friday. All deliveries will be to pre-allocated timed slots to reduce obstructions.

The largest vehicles to be used during the works will include:

- Concrete truck (6.6m long x 3m wide x 4.04m high)
- Grab lorry (8.1m x 2.6m x 3.7m).

4.0 Site Operational Hours

Site works will be operational from Monday to Friday 08:00 - 17:00, with deliveries and collections between 9am-4pm.

There will be no works carried out on Saturdays, Sundays or Bank Holidays.

5.0 Construction Site Plan

Appendix 1.0 has copy of the proposed Construction Site Plan Drawing, which includes; details of the enclosure of working areas, the location of welfare units and provision for access / egress.

To minimise impact on neighbours and so as not to inhibit access through the estate; construction site access will be to the rear of the property.

Vehicles and pedestrian access will be segregated. An office (with first aid facilities), changing / drying room, canteen with hot and cold water facilities, and storage unit will be provided within the existing garage building. WCs will be provided in the rear garden and connected to the existing foul water drainage system.

The site will be securely fenced with health and safety signage attached to all entrance gates in accordance with current HSE requirements. Site safety signage will be on 600mm x 900mm weatherproof material and include notification that that construction work is in progress and that unauthorized access to the site is strictly forbidden.

Storage of plant and materials will be kept to a minimum in part due to the method of construction. Concrete for the foundations and retaining walls will be mixed off site and delivered by suitably equipped vehicles able to pump concrete directly to the required position. Build products will be delivered in one tonne bags and on pallets, from suitably equipped vehicles to off load over the hoarding into the rear garden.

There will be red bulkhead temporary lighting fittings installed either side of site entrances, these will be on continuously during working operations only. Lighting within the site will be installed in line with HSE requirements. All temporary lighting will be monitored and maintained throughout the works.

6.0 Site Security during construction

The site will be made secure by erecting a timber hoarding 2.4m high to restrict ingress, the hoarding will incorporate gates, secured with padlocks. This hoarding will be in addition to the existing perimeter fencing/walling which will remain in place. An access opening is to be formed in the rear concrete-sleeper wall and fence (See also section 4.0 and Appendix 1.0; Construction Site Plan). The hoarding will have Site Safety and Exclusion Notices fixed in accordance with HSE recommendations. Party Fence lines will be lined with hoarding subject to party wall agreements.

Site entrances will be kept closed at all times except during deliveries or to enable pedestrian access, at which times banksmen or other personnel will be in place to prevent unwanted persons entering the site. The site will be kept locked during out of hour's times.

7.0 Community Liaison and Complaint Procedures

A Neighbourhood consultation process shall be undertaken once planning permission is granted. A consultation letter (See Appendix 3.0) will be issued to neighbours together with a link to download a draft of this document and contact information. Amendments will be made to this document to take consideration of any comments received.

Neighbours will be encouraged to contact the site project manager to voice any concerns that may arise before or during the works.

Prior to commencement of the works we will issue a further information pack to local residents, included in this circular will be contact details for the site manager and any other parties deemed to be relevant at that time, and a construction programme highlighting activities with a higher risk of creating disruption.

As the works continue the community will be updated monthly on the upcoming works by letter-drop.

A site notice board will be located at the site entrance, this will advise the public of site manager contact details including contact number.

Should any complaints be received, they will be recorded on the Complaints Register and the company Directors advised at the next weekly site meeting. The issue will be discussed and a response formalised. Should the complaint be of a dangerous nature the activity will be ceased immediately until the site manager is satisfied it is safe to proceed.

8.0 Protection of Tree's and landscape (Planning Condition 8)

Tree protection will be installed in accordance with the approved tree protection plans for protection to the large tree to the rear garden. Any works within the tree protection areas will be undertaken by hand and with care to protect the trees and their canopies and only in accordance with approved methods and site inspections.

9.0 Plant and Equipment

Consideration has been given to the types of plant that are likely to be used on site during the proposed development, these would include but not limited to:

- Power Tools
- Scaffold, acrow supports and props
- Cement mixers, ready mix concrete
- Earth moving conveyor
- Water pumps
- Excavator, mini-digger
- Grab lorry
- Lifting equipment

10.0 Mitigation of dust and pollutants

In conjunction with the general community liaison and complaint procedures (as set-out in section 7.0), the following communication procedures will be followed in relation to dust and pollutants:

- We will record and respond to all noise, dust and air quality pollutant emissions complaints.
- Make the complaints-log available to the local authority when asked
- We will record any exceptional incidents that cause dust and air quality pollutant emissions and the action taken to resolve the situation.

The following procedures will be followed where possible in the preparation of the site to minimise the impact of any emissions and dust caused by the works:

- We will erect solid hoarding screens to a height of 2.4m around the site boundary, and ensure that any stockpiles on site are lower than this level.
- Avoid site runoff of water or mud
- Keep site fencing, barriers and scaffolding clean using wet methods
- Remove materials from site as soon as possible
- Cover stockpiles to prevent wind whipping
- Ensure sand and other aggregates are stored in bunded areas and are not allowed to dry out, unless this is required for a particular process, in which case ensure that appropriate additional control measures are in place
- For supplies of cement and other fine powder materials ensure bags are sealed after use and stored appropriately to prevent dust.
- Ensure a change of shoes and clothes are required before going off-site to reduce transport of dust and mud.

The following procedures will be followed where possible in the operation of vehicles/machinery on site in order to minimise the impact of any emissions and dust caused by the works:

- Ensure all vehicles switch off engines when stationary – no idling vehicles.
- Minimise the use of diesel or petrol-powered generators and use mains electricity or battery powered equipment where possible.
- Plan and coordinate construction traffic and deliveries to minimize waiting times and avoid multiple vehicles waiting in the street.
- Ensure vehicles entering and leaving the site are securely covered to prevent escape of materials during transport.
- Implement a Travel Plan that supports and encourages sustainable travel to and from site (public transport, cycling, walking, and car-sharing).
- All departing vehicles will be cleaned using stiff broom and jet wash if required to prevent the passage of mud and dirt onto the adjoining highway. However, this is unlikely to be required regularly as vehicles will not be entering the site itself.
- At the end of each day, and at more regular intervals if required, Merton lane will be cleaned down with jet wash and stiff broom.

The following procedures will be followed where possible in site operations in order to minimise the impact of any emissions and dust caused by the works:

- Only use cutting, grinding or sawing equipment fitted or in conjunction with suitable dust suppression techniques such as water sprays or local extraction.
- Ensure an adequate water supply on the site for effective dust/particulate matter mitigation.
- Minimise drop heights from loading shovels and other loading or handling equipment and use fine water sprays on such equipment wherever appropriate.

- Ensure equipment is readily available on site to clean any dry spillages, and clean up spillages as soon as reasonably practicable after the event using wet cleaning methods.
- Reuse and recycle waste to reduce dust from waste materials
- Avoid bonfires and burning of waste materials.
- Avoid dry sweeping of large areas.

The demolition of elements of the existing structure, along with excavation works will be the activities with the highest risk of creating dust. The following measures will be followed in order to minimise the impact of any emissions and dust caused by these works:

- Soft strip inside buildings before demolition (retaining walls and windows in the rest of the building where possible, to provide a screen against dust).
- Ensure water suppression is used during demolition operations.
- Ensure any waste materials are cleared away promptly and are covered or prevented from drying out whenever possible while on site.

11.0 Mitigation of noise and vibration

In conjunction with the general community liaison and complaint procedures (as set-out in section 7.0), the following communication procedures will be followed in relation to noise and vibration:

- We will record and respond to all noise complaints.
- Make the complaints-log available to the local authority when asked

In terms of noise and controlling vibration, we propose to use 'best practicable means' at all times. This means we will use the most practical measures possible to control noise and vibration as defined in Section 72 of the Control of Pollution Act 1974. In addition, we review and utilise recommendations and good practice as shown in British Standard (BS) 5228: Noise and Vibration Control on Construction and Open Sites: 1997 and The Noise at Work Regulations 2005.

Given that the house is detached, there is limited risk of vibration impacting neighbours and a reduced risk of noise impact generally (as the impact is worst when noise and vibration is transmitted through shared structures such as party walls). However, the following are noise risk activities:

- Demolition of elements of the existing building (cutting and breaking tools)
- Excavation of basement (mini-digger, grab and haulage lorries)
- RC Basement Works (concrete pumps and concrete lorries)
- Masonry Cutting Machinery (Cutting discs, drills)

The following noise mitigation procedures will be implemented:

- Good maintenance, lubrication and on-site practices will be followed (classically the compressor whose engine cover is left loose to rattle) this can achieve plant noise reductions of up to 15 dB(A).
- Suppliers of new machines will be requested to supply details of the expected noise levels of any new machines purchased.
- Replacements shall be sought for any machines noticeably exceeding their expected noise levels.
- Noisy works will be limited to hours between 9am and 4pm Monday to Friday.

12.0 Waste management strategy

A recycling scheme will be in operation, to ensure that wherever possible the “proceeds of demolition” are re-used:

- Bricks are to be reused in the works.
- Concrete rubble is to be sent away for crushing.
- Clean excavated material is to be used as return fill for drain trenches and general fill.
- Bulk excavation of the fill material will go to a designated landfill site, labelled as clean fill, if it cannot be re-used on site.
- Where waste materials cannot be re-used, then those will be disposed to waiting lorries as set-out below.
- Any timber which cannot be re-used, will be separated and sent away to be chipped, for recycling.

The largest volumes of waste material will arise from demolition and excavation works. Demolition works will be carried out following the procedures set-out in section 10.0 and 11.0 to limit the impact of noise dust and pollutants. Excavation will be carried out by mini digger and by hand where necessary. Excavated material will then be removed from site and into waste lorries by conveyor.

Once materials arising from demolition and excavation works have been removed from the site and into waste lorries, these lorries will follow the routes set-out in section 4.0 of this document (construction traffic management).

13.0 Sequence of Works

An outline construction programme has been attached to this document. This outlines the sequence of works. The programme will continue to be refined as the project approaches commencement. A revised programme will be issued to local-residents nearer the time of commencement.

Appendix

1.0 Construction site plan drawing

(A4 1:1250 drawing attached separately)

2.0 Construction location plan and delivery route drawing

(A4 1:1250 drawing attached separately)

3.0 Neighbourhood consultation letter

(Attached separately)

4.0 Construction Programme

(Attached separately)