

Construction Management Plan

pro forma v2.2

114 Prince of Wales Road, London NW5 3NE

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Revisions & additional material

Please list all iterations here:

Date	Version	Produced by
10/11/2017	1	Lorenzo Calzavara
20/3/2018	2	Lorenzo Calzavara

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 Community 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](#)."

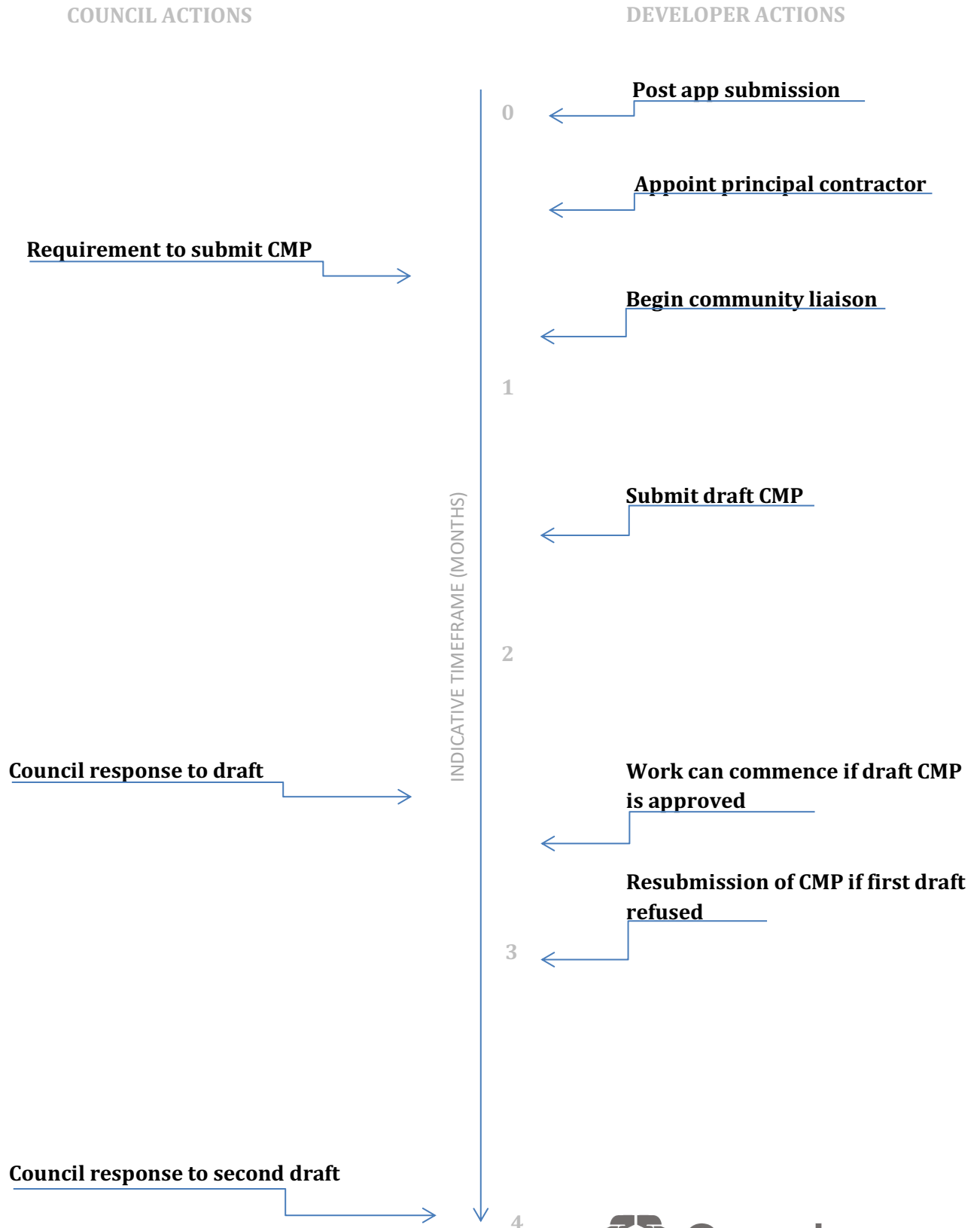
Please complete the questions below with additional sheets, drawings and plans as required. The boxes will expand to accommodate the information provided, so please provide as much information as is necessary. **It is preferable if this document, and all additional documents, are completed electronically 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: 114 Prince of Wales Road, London NW5 3NE

Planning reference number to which the CMP applies: 2015/7293/P

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

Name: Lorenzo Calzavara

Address: 16 Edge Business Centre, Humber Road, London NW2 6EW

Email: lorenzo@lrsgroup.com

Phone: 07981 739 933

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: Joseph So

Address: 16 Edge Business Centre, Humber Road, London NW2 6EW

Email: sosno3@aol.com

Phone: 07956 590112

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: Lorenzo Calzavara

Address: 16 Edge Business Centre, Humber Road, London NW2 6EW

Email: lorenzo@lrsgroup.com

Phone: 07981 739 933

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: Lorenzo Calzavara

Address: 16 Edge Business Centre, Humber Road, London NW2 6EW

Email: lorenzo@lrsgroup.com

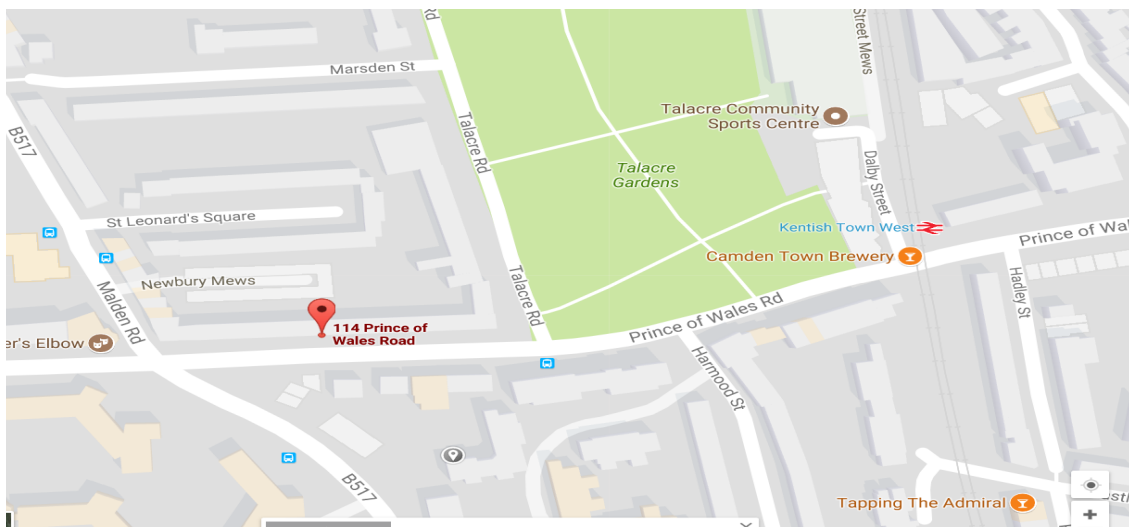
Phone: 07981 739 933

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.



Street view and location maps.



The Site comprises a Mid Terraced property set over 4 floors including lower ground floor accommodation. The lower ground floor is to be extended across the width of the property at the rear to create a bedroom space and a new lightwell created serving the new extension.

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).

Works will comprise temporary and permanent structural works including underpinning of boundary fence walls. These works will be conducted using manual digging and placing of reinforcement steel and concrete. Concrete will be mixed on site using a small electrically powered mixer to reduce noise and emissions.

Following the securing of the building, the rear garden is to be cut back to facilitate the new lower ground floor slab and reinforced rear wall.

The main challenge from a construction perspective is that the rear of the site is land locked which means there is no access for plant or machinery other than hand tools and a small cement mixer. All materials including any excess soil will therefore be moved by hand including hand digging of the rear garden levels. Soil and any other waste will be removed manually in bags through the property to the front and loaded into a wait and load Transit-sized van or flat bed for transfer to a recycling facility. This will be a slow process, however, the effect upon any neighbours or members of the public will be negligible. There is space at the front of the property for parking during loading and there are no logistical or interfacing difficulties envisaged.

Deliveries will be made by suppliers' vehicles and offloaded at the front the property and transported directly through the property manually using the safest method and route available.

Once the groundwork and structural bracing has been completed, the extension construction work is straightforward using traditional block and brickwork construction. There will be load bearing flat roof above the lower ground floor with access from the ground floor accommodation. The roof edge will be protected with a steel balustrade painted in black.

Details of the proposed works including temporary works schedule are available within the planning application documentation if further clarification is required.

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.).

This property is set within a residential area only. The nearest potential sensitive receptors are the adjoining buildings and to a lesser extent the adjoining gardens of the properties within Newbury Mews to the rear of the property. 114 Prince of Wales road is currently unoccupied on all floors.

There are no businesses, schools or other premises that are likely to be affected by these works.

Adjacent properties therefore include 112 and 116 Prince of Wales Road. NW5 3NE plus 8 and 9 Newbury Mews NW5 3HP to the rear.

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 refer to the two pictures in section 6 above.

The street view shows the extent of the footpath and parking bay to the front of the property. There are additional parking bays available on the opposite side of the road, however it is not intended to utilise these during the construction work. There is no provision of a cycle way in Prince of Wales Road at this location.

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).

The start date will be following the approval from Camden, therefore dates have yet to be finalised.

The overall project is anticipated to take around 26 weeks with approximate timescales as follows.

Site set up, remove old garden shed and installation of underpins to party fence walls. Install temporary footings 5 Weeks

Install Steelwork beneath ground floor and steel box frame to new Lower Ground Floor (LGF) opening 2 weeks

Hand dig garden and new concrete strip footing including remaining Reinforced Concrete (R/C) underpins. 3 weeks

Remove non-essential existing masonry. Reduce garden level to finish level and remove temporary footing. 1 week

Install R/C LGF tied in to underpinning. 2 weeks

Internal structural works. 4 weeks

General building works 2 weeks

Roof construction 2 weeks

Install balustrade 1 week

Electrical and mechanical internal works 2 weeks

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

There is no intention to work outside of the standard working hours for construction within Camden.

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.

Thames water are to provide a new connection with 4 separate supplies to service the individual apartments. The duration of work is anticipated as being over a 2 day period where day 1 will be to provide a suitable excavation (This is a minor hand excavated trench) for making the connection and day 2 will comprise of the connection by Thames Water and back fill. The costs for this have already been paid to Thames Water and the dates are to be agreed following commencement of the works.

There will be no other service requirements or alterations.

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 granting 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 and/or generate significant sustained noise levels should consider establishing contact with other sites in the vicinity in order to manage these impacts.

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 should be included. Details of meetings including minutes, lists of attendees etc. should be appended.

In response to the comments received, the CMP should then be amended where appropriate and, where not appropriate, a reason 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.

In an attempt to remain both vigilant in relation to the effects of this small scale development and to provide a proportionate level of community liaison, the occupants of both neighbouring properties have already been included within a consultation process during the establishment of the party wall agreements. A good co-operative relationship has been established between our site Manager Joseph So and all those whom may be affected. The consultation has not been a formalised meeting and therefore are no minutes or records of such discussion, however, agreements have been made with the occupants at No 116 that there will be period of two hours in the daytime where there will be no noisy works. This is to allow their infant to obtain 2 hours of good sleep. The timing of this period is to be agreed on site at the time and when appropriate. The neighbours at 112 have not requested any specific requirements, however, the concept of open discussion and co-operation has been established.

In order to maintain this established relationship we intend to continue with on-site open discussion with neighbours and to provide a copy of this first CMP at the earliest opportunity. Progress updates will be provided in the form an information leaflet as necessary that will include details any upcoming activity that may create any form of minor nuisance such as noise or vibration.

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.

Community liaison proposals are to include a site notice board with contact telephone details for the site manager and for LRS construction offices where any concerns that neighbours may have can be responded to with immediate effect.

All neighbours will be informed via a leaflet and by direct conversation prior to start of the project and will be provided with information relating to the activities, sequence of events, approximate timeframes and the potential impacts upon them. Neighbours will be encouraged to discuss any issues that they may have so that measures can be put in place to mitigate any concerns as they arise. The immediate neighbours are already familiar with the site manager as dialogue and co-operation has already been established.

In addition, an informative leaflet with details of the current and future activities will be distributed to the immediate neighbours and those in Newbury Mews as necessary and at suitable time periods following the start of the work. This is anticipated to be approximately every 4 weeks or whenever there is a change of activity that may be of interest or have a potential impact to become a nuisance.

Due to the small scale of the work and limited number of persons involved in the project, it is considered that the development of a specific construction liaison group beyond the scope of the on-site Manager and LRS Group office representatives to be disproportionate. However, should this situation change during the course of the works then LRS group will seek to develop an effective solution to meet the requirements of any affected persons.

15. Schemes

Please provide details of your 'Considerate Constructors Scheme' registration, and details of any other similar relevant schemes as appropriate. Contractors will also be required to follow the "[Guide for Contractors Working in Camden](#)" also referred to as "[Camden's Considerate Contractors Manual](#)".

The guide for Contractors working in Camden has been provided to the contractor as part of the agreement for working on this project.

The site has been registered with the considerate contractors' scheme. The registration documents are attached.

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.

There are no known existing or anticipated construction sites within the close neighbouring area. In the event of any additional construction activities commencing in the vicinity, the cumulative effect of these works on the neighbourhood are of a very minor nature as to be considered insignificant.

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 Contractual Considerations

17. Name of Principal contractor:

C.M Refurbishment 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](#)).

The Construction logistics and cyclists safety scheme has been studied in depth in and attempt to look for ways in which to incorporate the scheme within this project. It is recognised that transport safety in relation to construction work should be given equal risk weighting to site safety and that measures should be taken to ensure that HGV and fleet operators maintain standards for safety devices fitted to vehicles and driver training incorporates standards to satisfy the CLOCS scheme.

The vehicle servicing this project which is owned by C.M Refurbishment is a small builders (Transit van) that does not rank highly in the risk to cyclists and vulnerable road users. However, in acknowledgement of work related road risks we shall require that the contractor provides us with an up to date copy of the driving license for anyone operating the vehicle to ensure that there is no accumulation of penalty points and a written assurance that all of the standard safety devices fitted such as wing mirrors, indicators and brake lights will be checked for integrity and cleanliness on a daily basis.

In addition, the contractor is to provide a written assurance that the vehicle interior including the driver and passenger areas are kept free from any debris. Loose items or distractions that may cause any form of lapse in concentration.

We shall expect that the driver is to have received additional awareness training in the risks associated with vulnerable road users and that he takes ownership of the requirement to maintain the vehicle in a clean and safe condition with clear visibility in all directions.

The vehicle will not be required to conduct any reversing operations and will be parked in one of the parking bays outside of the property. In most cases, this vehicle will remain outside of the property for the duration of the day in which case the number of vehicle movements are very low and the risk to other road users and in particular any vulnerable users is considered to be low.

There will be no waste skip lorries, grab lorries or construction plant deliveries. Deliveries to site will be predominantly by our supplier Travis Perkins whom are industry leaders and one of the founder members of FORS with Gold accreditation and are gold standard CLOCS champions. We do not propose to ask them for confirmation of this factor within in our procurement process as this information is available via their website.

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:

Confirmed and answered in section 18 above.

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)*

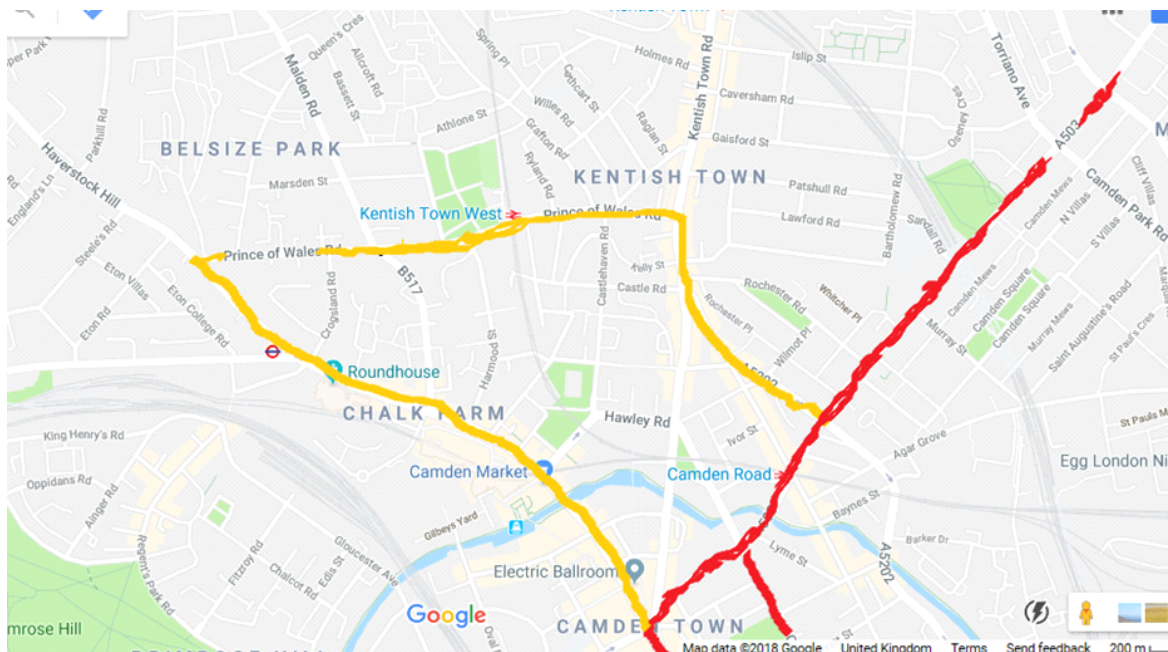
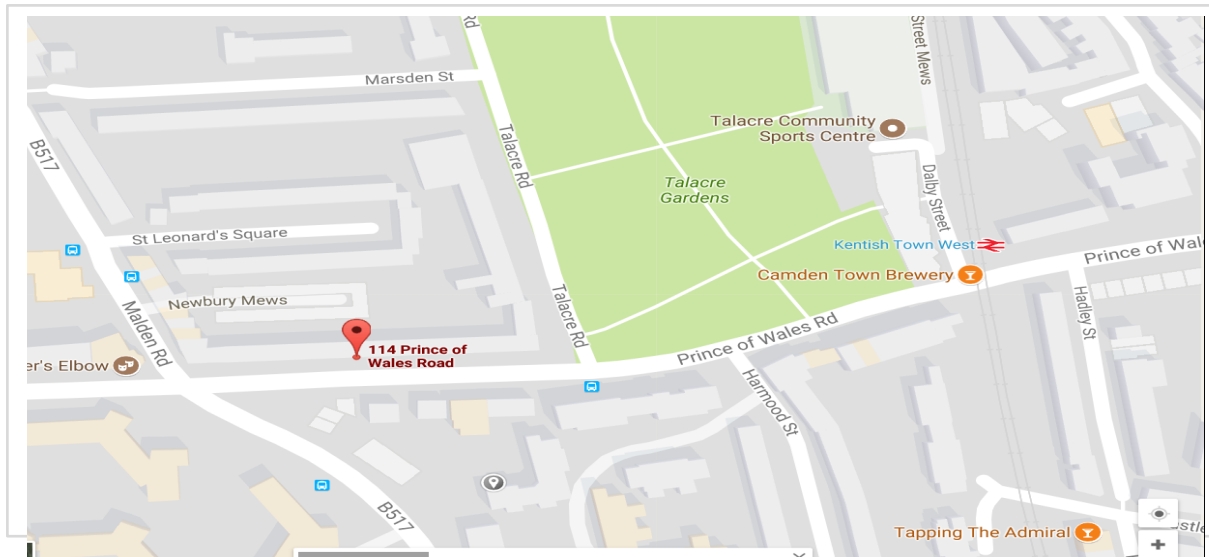
Routes should be carefully considered and risk assessed, taking into account the need to avoid where possible any major cycle routes and trip generators such as schools, offices, public buildings, museums etc. Where appropriate, on routes that use high risk junctions (i.e. those that attract high volumes 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 how vehicles will be routed to the [Transport for London Road Network](#) (TLRN) on approach and departure from the site.

Vehicles including contractor, visitors and delivery vehicles should approach the site from Haverstock Hill where the property can be found on the left hand side of the road. Departure from site should be in the direction of Kentish Town Road.

The nearest TFLN red route from the site is the A503 to the East of the site location. Vehicles using this route should take the A503 to the junction with Haverstock Hill at Camden Town and travel along Haverstock and turn right into the junction with Prince of Wales Road. On leaving the site, vehicles should continue along Prince of Wales road in the same direction of travel and turn right into Kentish Town Road. Take the left fork onto the A5202 and turn left onto the A503 red route.



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.

Any visitors or contractors that are invited to the site will be provided with the address and postcode for use on navigation devices and will be reminded that the address is close to Kentish Town tube station, Chalk Farm tube station and Kentish Town West Overground station. The site is easily accessible by bus and public transport should be used where feasible. Otherwise anyone invited will be requested to utilise any existing parking spaces that may be available within Prince of Wales Road. Arrival and departure from site location will be uni-directional regardless of which side of the road is utilised as an approach. There will be no requirement for reversing or turning.

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.

The contractor vehicle (Transit type single axle van) will normally make one journey to and from site per day.

Travis Perkins deliveries are anticipated at approximately 10 deliveries spread periodically over the course of the project. These are rigid structure and range between small to medium sized HGV between 3.5T and up to 7.5T, however Travis Perkins own policy is to reduce reliance upon larger vehicles and 3.5t vehicles are used preferentially.

There will be occasional visitors to site which are not anticipated as being any more than 1-2 per day where a private car would be the normal means of transport.

Vehicles are not expected to require access at any times that would coincide with school traffic or higher levels of commuter traffic such as bicycles. Construction vehicle movements will be restricted to take place between 0930 and 1500 hours on weekdays during school term time. Outside of school times, construction vehicle movements can be scheduled to take place between 0930 and 1630 on weekdays and between 0800 and 1300 on Saturdays.

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

There are no known developments within the near vicinity that would be affected by or have any affect upon these works.

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.

There is no direct site access and therefore this is not a consideration.

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.

This will not be a requirement for the project.

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](#)).

Materials will be supplied as required by the planned and actual program of works and will be specified for immediate and foreseeable use. Some materials will be collected by the contractor's vehicle after leaving site for the day and brought in as part of the normal daily vehicle movement. This process will assist in the reduction of separate vehicle movements from either suppliers or the contractor.

There are no additional control measures under consideration.

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 marshals must ensure the safe passage of all traffic on the public highway, in particular pedestrians and cyclists, when vehicles are entering and leaving site, particularly if reversing.

Traffic marshals, or site staff acting as traffic marshals, should hold the relevant qualifications required for directing large vehicles when reversing. Marshals should be equipped with 'STOP – WORKS' signs (not STOP/GO signs) if control of traffic on the public highway is required. Marshals should have radio contact with one another where necessary.

a. Please detail the proposed access and egress routes to and from the site

There is only pedestrian access to site which is solely via the residential front entrance door leading from the public footpath.

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

Not applicable

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).

Not applicable. Public highway is a wide main route, there are no pinch points along the routes to and from the site.

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.

Vehicles will not leave the public highway, therefore wheel washing is not a foreseeable requirement.

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.

Materials deliveries will be made to the front of the property within the parking bays to the front. As there are approximately 10 deliveries from our main supplier, Travis Perkins to be spread across the duration of the project, the risk from delivery activity is considered to be low. Travis Perkins will be using small HGV vehicles with tail lift to facilitate offloading where the materials will be met by construction operatives and carried by hand into the property. There is no facility for the use of mechanical offloading equipment such as forklift or pallet trucks as there is stepped access into the building.

All deliveries will be met by the site manager or a suitable team member to ensure that deliveries are completed in a safe, timely and unobtrusive manner.

Pedestrian road users will be afforded priority at all times during delivery and when site operatives need to cross the public footpath. This requirement will be reinforced by way of site information provided to operatives in a format that is comprehensible by the site manager and if necessary, at the time of delivery.

There will not be more than one delivery being undertaken at any one time, therefore the need for vehicle scheduling arrangements or trained traffic marshals is not considered to be beneficial or necessary.

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.

If the site is on or adjacent to the TLRN, please provide details of preliminary discussions with Transport for London in the relevant sections below.

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](#).

The contractor's Transit Van will be afforded a visitors parking permit for use during the works. There are limitations upon the number of visitors permits issued, however, it is envisaged that these will suffice for the purposes of the project.

Where Travis Perkins deliveries are required, two parking bay suspensions will be necessary to accommodate the vehicle. These will be applied for in advance in accordance with the parking bay suspension guidelines for Camden.

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).

None required.

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

None required.

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).

None required.

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.

There are no specific requirements for the provision of alternative routes as the access will remain fully operational at all times. There will be no restrictions, temporary equipment or skips required. There will be no cables or hoses crossing the footpath.

The public footpath to the front of the site will however require a scheme of regular inspection and cleaning to ensure that there is no debris or soil accidentally dropped that may create a hazard to any users of the footpath. This will be completed by the main contractor operatives and will be conducted daily and at times when any deliveries or collections are being made.

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.

There will be no structures overhanging any part of the public highway.

 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.

Noise sources are limited to:

The use of an electric cement mixer.

Noise created by the use of hand tools during the removal of a small amount of existing brickwork.

Potential use of a hand held concrete breaker for a very short period when removing the temporary works.

General noise from the use of various hand tools including power saws.

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.

We are not proposing to conduct a baseline noise survey as the anticipated noise and vibration from this project is not anticipated as being likely to have any material impact upon residents or structures.

Should a survey be conditional then advice from Camden will be sought to establish the requirements.

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

Noise levels are expected to be low throughout the project with short periods of between a few seconds and a few minutes of noisy operations. The level of noise is anticipated as affecting the operatives and workers on the project as opposed to third parties, neighbours and members of the public.

The operation of an electric Cement mixer at the operatives' ear is estimated at around 80dba derived from supplier estimates.

Noise derived from saw cutting and the use of any other powered tools will be for a few seconds duration only. The anticipate decibel level cannot be established as there are many factors to consider such as the materials being cut, the set-up of the cutting area, clamping of materials and forces applied.

The majority of operations will be by the use of non-powered hand tools and the overall noise level is expected to be no more than a typical DIY project that any homeowner may undertake.

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.

Materials will be provided cut to size wherever possible.

Work stations for cutting will be set up with a bench and acoustic screen.

Equipment used will be well maintained and either new or sharp cutting tools will be used. The right cutting tools for the materials being cut will be selected.

Cement mixer will be position on stable non-resonating ground and will not be left running unnecessarily.

An agreement has already been established with the neighbour at number 116 such that there will be a minimum 2 hours per day where there will be no noisy activities so as to enable the young baby to obtain an uninterrupted sleep. The timing of the quiet period will be agreed with the neighbour either daily or as required by the neighbour.

Non-percussive tools such as pry bars, hammers etc will be used for the removal of existing masonry in preference to any powered equipment unless powered tools are required for any stubborn materials.

Continued good relations with adjoining properties is at the forefront of our consideration and every courtesy will be afforded to them to ensure any disturbances are kept to a minimum.

Should any specific noise surveillance be required then we shall engage with our safety advisors to undertake surveillance as required.

Noise and vibration will be managed under the relevant Noise at Work Regulations and Vibration at Work Regulations so as to afford adequate control measures for the protection of sensitive receptors.

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

Operatives have not been trained in BS 5228 specifically, however operatives will be provided with relevant information relating to the control of noise and vibration via informative toolbox talks and site briefings. Where necessary we shall seek assistance from competent and suitably qualified advisors to provide information relating to any additional training required.

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

The risks associated with the creation of dust are also minimal on the project. Where operations are identified as having the potential to create dust, then vacuum extraction will be utilised on power tools and any external works where there is a potential for creation of dust such as the removal of existing masonry, water shall be used as a suppressant.

Non-powered hand tools will be used for the majority of the work where the likelihood of the creation of dust is low.

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.

Any contamination of the highway would be minimal. Soil will be transported in bags from the building to a wait and load waste collection service. Any dropped soil will be collected using hand tools and a brush immediately before becoming a hazard or compacted onto the footpath surface. Solids will not be permitted to enter the public drainage system from any washing down activities.

The public footpath to the front of the site will however require a scheme of regular inspection and cleaning to ensure that there is no debris or soil accidentally dropped that may create a hazard to any users of the footpath. This will be completed by the main contractor operatives and will be conducted daily and at times when any deliveries or collections are being made.

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

The site manager will monitor noise, vibration and dust levels and take action should noise or vibration reach any of the statutory action levels. The objective being to identify any potentially noisy activities as they arise and take action prior to creating any risk to operatives or neighbours.

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 2014 \(SPG\)](#), 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.

The anticipated dust emissions from these works have been assessed as being negligible and will have no effect upon air quality. As such, a recorded risk assessment has not been undertaken.

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](#).

As above.

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.

Not applicable

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).

There is no evidence to suggest that there is any infestation at the property and due to the nature of this small scale work program migration of rodents is not considered to be a risk. Should this situation change then suitable arrangements will be made for the survey and control of vermin to be undertaken.

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

The property has previously been stripped back to brickwork with floors removed and replaced with new timbers. There is no information relating to an Asbestos Survey, however, the areas of operation in relation to the proposed new work have no material present that could potentially contain any ACM.

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.

Site rules have been established and any operatives or visitors to site will be reminded of the requirements to refrain from using bad language or from making any other offensive gestures. A designated smoking area will be set up in a suitable location if necessary, however, due to the total number of personnel on site being in single figures at any time, the number of 'smokers' will be small if any. Rules regarding smoking arrangements will be displayed on the notice board and included within the site induction process. Any smoking areas will be confined to a specific location within the garden at the rear of the property so as not to create a nuisance to any third party.

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): Not applicable
- b) Is the development within the CAZ? (Y/N): Not applicable
- c) Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y/N): Not applicable
- 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: Not applicable
- 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: Not applicable
- 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: Not applicable.

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.