

Construction Management Plan

pro forma v2.1



Wells Court - London - NW3 1QN

Contents

Revisions	3
Introduction	4
Timeframe	5
Contact	6
Site	7
Community liaison	15
Transport	18
Environment	28
Agreement	36

Revisions & additional material

List of all iterations:

Date	Version	Produced by
20 February 2017	Rev 00	A Kazab
16 March 2017	Rev 01	A Kazab
23 March 2017	Rev 02	A Kazab
25 March 2017	Rev 03	A Kazab
29 March 2017	Rev 04	A Kazab

Additional sheets

Date	Version	Produced by

Introduction

This Construction Management Plan (CMP) has been produced by Benno Ltd for the construction of the proposed new roof extension and internal refurbishments in connection with the use of the building as residential flats.

This is a development proposal for the site known as 'Wells Court Apartments' in Camden, North London. The proposal is for the removal of the existing roof over the residential buildings on the site and to extend the roof space to form 2 new residential units.

Benno Limited have been sub-contracted by Guildford Management, the principal contractor, and are committed to undertaking the proposed development of the site at Wells Court, London NW3 1QN in an environmentally responsible manner to current industry's best practice standards and to meet the strict guidelines as set out by Camden Council in order to minimise disruption to the surrounding area.

This document comprises a Management Plan written specifically for this scheme, with the intent of providing a framework within which the environmental aspects of the works will be managed. It identifies and summarises particular issues relevant to the works to be undertaken on site and contains a set of procedures with the objective of minimising traffic disruption and avoiding dangerous situations for pedestrians and other road users.

This CMP has been prepared by Benno Limited to assist with the execution of the works with due regard specifically to the site surroundings.

Benno Limited is vastly experienced in working on various sites across London.

The contents within this CMP will be complied with, unless otherwise agreed with the council. The person responsible for implementing the CMP shall work with the council to review this CMP should any problems arise in relation to the construction of the development. Any future revised plan will be approved by the council and complied with thereafter.

Benno Limited will notify the council when we intend to start work on site. We will also notify the council when works are approximately **3 months from completion**.

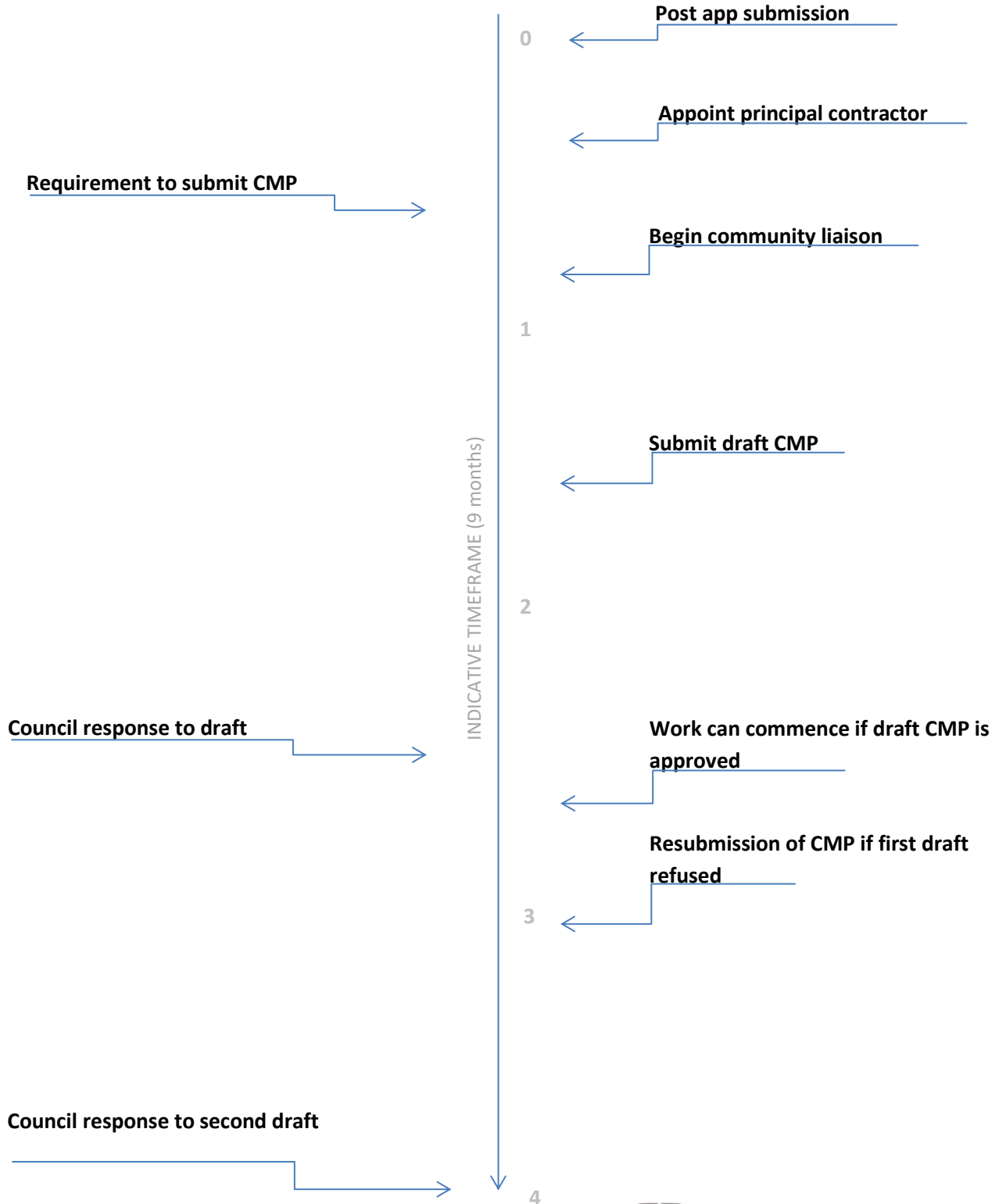
(Note the term 'vehicles' used in this document refers to all vehicles associated with the implementation of the development, e.g. demolition, site clearance, delivery of plant & materials, construction, etc.)

Revisions to this document may take place periodically.

Timeframe

COUNCIL ACTIONS

DEVELOPER ACTIONS



Contact

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

Site Address:	Wells Court, Oriel Place, London NW3 1QN
Planning application reference:	2016/4116/P
Type of CMP:	Section 106 planning obligation

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

Main Contact:	Aaron Kazab
Main Contractor:	Benno Limited c/o Guilford Management
Address:	1 Princes Square, London W2 4NP
Email:	aaron@conceptlondon.co.uk
Tel:	020 7229 1011
Fax:	020 7229 1022

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.

Main Contact:	Aaron Kazab
Main Contractor:	Benno Limited c/o Guilford Management
Address:	1 Princes Square, London W2 4NP
Email:	aaron@conceptlondon.co.uk
Tel:	020 7229 1011
Fax:	020 7229 1022

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.

Main Contact:	See above
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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.

Main Contact:	See above
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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 application site is a five-storey late Victorian block on the south side of Oriel Place, a pedestrian lane which runs between Hampstead High Street to the north-east and Heath Street to the south-west. Although not listed, the building is identified as making a positive contribution to the Hampstead Conservation Area. The building is also directly opposite Oriel Place Gardens, which is a designated area of public space.

Permission has been granted for the erection of a mansard roof extension to provide two new residential flats. Internal refurbishments of the existing building to bring it up to date with modern living standards are also due to take place.

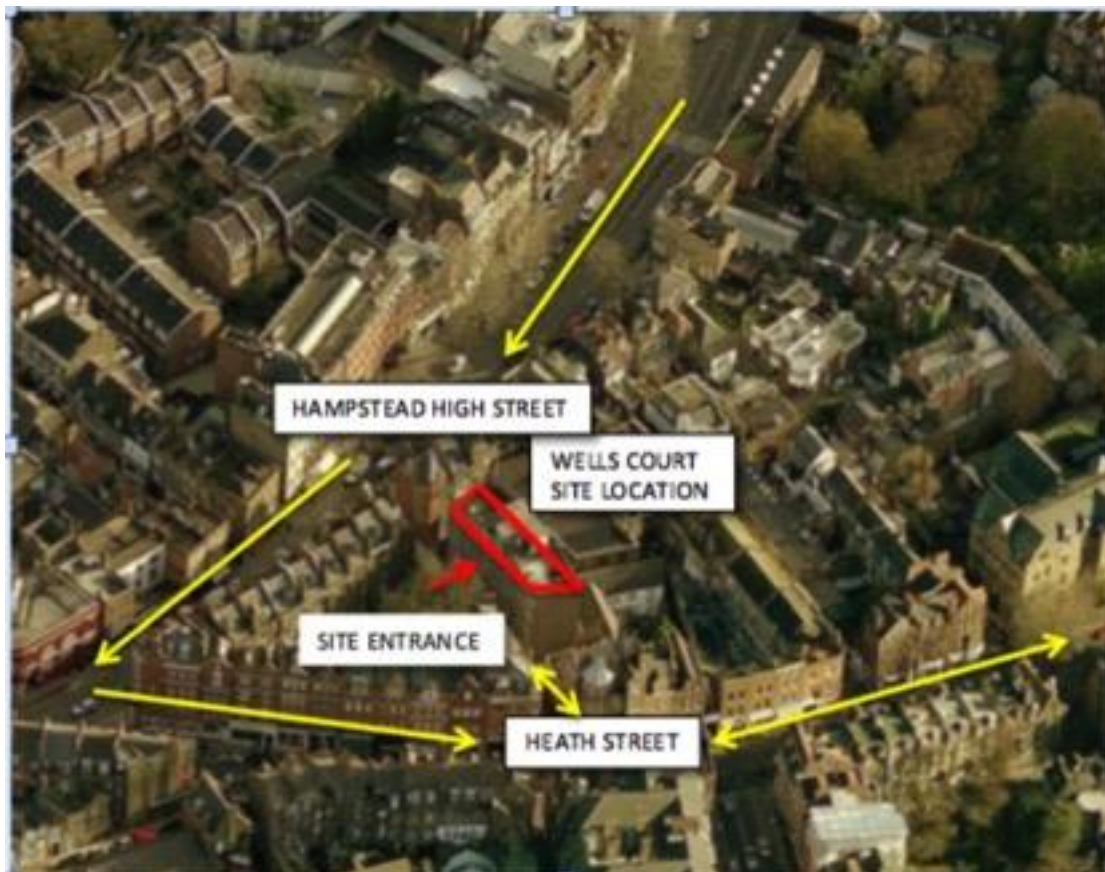
Site Location and Access

The site is located within close proximity to office and residential properties in a built up area. Close liaison will be required with the adjacent stakeholders.

The site is in a predominantly mixed use with a residential area to the east and also facing rear yards to adjoining business premises on the west. It is anticipated that party wall awards will be in place at the time of construction commencement. After reviewing the route we confirm that there is no cycle route within our travel plan.

Local residents and general public/visitors pass close to the site along the main pedestrian walkway on Oriel Place, which connects Hampstead High Street and Heath Street. Hence, access to and from the site must take these, as well as nearby road capacities, into careful consideration.

The image below shows the position of the site area. Hoarding has been placed around the site boundary on Oriel Place to prevent access to unauthorised personnel. The secure access gate is positioned as shown on Oriel Place which is the main access to the site and property.



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).

Development description of the construction works and main issues/challenges

The existing residential building is five storeys high, and will be extended and altered to accommodate a new layout at roof level suitable for residential use, consisting of new services installation, internal structural alterations and new internal partitions.

The works include the initial removal of the existing roof structure (with associated temporary works), the removal of roof coverings and protection of pavements to the front and side of the property. The project further includes the construction of new structural floor levels, the erection of a new roof extension, installation of new windows and internal fit out of upper levels.

This CMP covers the construction works and internal fit out of the proposed property, works to include:

- Demolition of existing roof structure and new structural layout, and erection of new mansard roof extension
- New internal layout including services, partitions, roof works and some new floor plates
- Finishing works e.g: carpentry/joinery/window replacements etc.
- Landscaping
- Façade repairs where required
- Minor external alterations (i.e window replacements) to all levels.

Site constraints:

The site sits along a narrow passageway with no vehicular access immediately on Oriol Place, which means all deliveries and drop-offs of goods will have to take place from Heath Street to the west of the site.

There are residential properties immediately adjacent to the site on both Heath Street and Hampstead High Street, and therefore noise impact would be a key consideration.

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.).

Nearest potential receptors likely to be affected by site activities

Commercial: Hampstead High Street and 22-26 Heath Street

There are nearby cafes, shops and other commercial units nearby within the Hampstead Town Centre. Steps will be taken to liaise and co-ordinate the works with the owners of these shops.

Dwellings: 65-67 Hampstead High Street, 22-26 Heath Street and Oriel Court

The nearest residential properties are along Hampstead High Street and Oriel Court, careful consideration should be made in avoiding unnecessary inconvenience to these properties. Advance warning to neighbours of potential noisy or potential disruptive work would be included in the strategy.

In order to address any adverse effects on neighbouring properties, the following methodology will be used as a central control strategy to mitigate this. A hierarchy process to control the emissions of dust and other emissions and reduce human exposure through the following steps:

1. Prevention
2. Suppression
3. Containment.

These steps are embodied within this document to mitigate any unnecessary adverse effects on neighbouring properties.

Noise generated by the construction process will be considered and its impact on neighbouring properties mitigated. Suitable mitigation measures to be used include:

- Standard construction hours.
- The use of quieter alternative methods or mechanical plant, where reasonably practical.
- Locating plant, equipment, site offices, storage areas and worksites away from neighbouring properties where reasonably practical.
- Machines and equipment, in intermittent use will be shut down or throttled down to a minimum when not in use;
- The use of site hoardings or portable acoustic enclosures/screens where practical.
- Maintaining and operating all vehicles, plant and equipment such that extraneous noise from mechanical vibration, creaking and squeaking is kept to a minimum.
- All temporary site lighting will be faced into the site, and not directed towards any neighbouring properties.
- During works the main air pollution emissions are the dust generated when building materials are broken up and the fumes from machinery. Benno will use high pressure hoses to saturate all bulk materials with water during the process and whilst loading the waste materials for disposal. Machinery exhaust emissions will be kept as low as is practical by using well maintained vehicles and machinery at all times.

.....(continue)

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- Hoarding will be erected around the site. Along with reducing the visual impact and providing protection for the construction workers and public, this will also act as a barrier for dust and dirt originating from within the site.
- All HGV's removing spoil from the site will be fully sheeted to minimise the risk of any mud over spilling onto the highway. A wheel-washing facility will be provided, as required, for the duration of the construction works to ensure the levels of soil on roadways near the site are minimised. The wheel-washing facilities will be in the form of a hose down point located adjacent to the entrance.
- Benno will ensure that the area around the site including the public highway is regularly and adequately swept to prevent any accumulation of dust and dirt.
- Burning of materials on site will not be permitted in order to prevent smoke emissions.

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.

Highway Network:

See plan below showing local highway network, on-street parking bay locations, footpaths and the proposed site access location:

The site plan shows parking bay locations; suspensions will be required on a temporary basis along Heath Street.

There are no cycle lanes within the immediate vicinity of the site.

The footpath along Oriel Place (in yellow) will not be closed and this will be for the duration of the project.



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 Programme

Main Contract Works: Roof extension

- Commencing: March 2017
- Duration: approx 22 weeks
- Completion Target Date: 1st September 2017

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

Working hours on site:

We confirm that standard working hours for this site will follow Camden's prescribed working hours for construction sites as follow:

- 8.00am to 6pm on Monday to Friday
- 8.00am to 1.00pm on Saturdays

No working on Sundays or Public Holidays

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.

Services:

No major changes to services are proposed to the site and currently discussions have commenced with some utility companies such as Thames Water, National Grid, UKPN and BT. Any potential excavations or works beyond the site will be co-ordinated to fall under the same traffic management proposal.

Thames Water, National Grid, UKPN and BT – Benno Ltd intend to discuss installation dates with the utilities suppliers, agree trenching details with them and coordinate installation dates. Confirmation on the pathway of main power supplies still need further investigation and confirmation on route. After this information has been received a full drawing will be issued as addendum to this CMP.

Community Liaison

A neighbourhood consultation process will be undertaken prior to the commencement of works on site. This consultation would relate to construction impacts, and would take place following the grant of planning permission. A consultation process specifically relating to construction impacts will take place regardless of any prior consultations relating to planning matters. This consultation will include all of those individuals that stand to be affected by the proposed construction works. These individuals would be provided with a copy of the CMP. They would be given adequate time with to respond to this CMP, and any subsequent amended revisions. Contact details which include a phone number and email address of the site manager would also be provided.

In response to the neighbourhood comments received, the CMP would then be amended where appropriate and, where not appropriate, we would give a reason would be given. The revised CMP would also include a list of all the comments received.

Please provide details of consultation of CMP with local residents, businesses, local groups (e.g. residents/tenants and business associations) and Ward Councillors.

The following neighbouring occupiers have been notified by letter that construction works will be commencing:

- 1 Oriel Court, London, NW3 6TG
- 2 Oriel Court, London, NW3 6TG
- 3 Oriel Court, London, NW3 6TG
- 4 Oriel Court, London, NW3 6TG
- 5 Oriel Court, London, NW3 6TG
- 22 Heath Street, London, NW3 6TE
- Flat 2nd And 3rd Floor, 22 Heath Street, London, NW3 6TE
- 24 Heath Street, London, NW3 6TE
- 24A Heath Street, London, NW3 6TE
- 24B Heath Street, London, NW3 6TE
- 24C Heath Street, London, NW3 6TE
- 26 Heath Street, London, NW3 6TE
- 65 Hampstead High Street, London, NW3 1QP
- 66 Hampstead High Street, London, NW3 1QP
- 66A Hampstead High Street, London, NW3 1QP
- 67 Hampstead High Street, London, NW3 1QP
- Flat 1st Floor, 65 Hampstead High Street, London, NW3 1QP
- Flat A, 65 Hampstead High Street, London, NW3 1QP
- Flat A, 67 Hampstead High Street, London, NW3 1QP
- Oriel Hall, Oriel Place, London, NW3 1QN

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.

Our community liaison officer is:

Main Contact: Aaron Kazab
Main Contractor: Benno Limited c/o Guilford Management
Address: 1 Princes Square, London W2 4NP
Email: aaron@conceptlondon.co.uk
Tel: 020 7229 1011
Fax: 020 7229 1022

Any significant changes in the CMP or advanced warning would be communicated through a newsletter/letter drop to neighbours as per copy on previous phase:

**NOTICE TO NEIGHBOURS FOR
CONSTRUCTION WORK AT
Wells Court Oriel Place London NW3 1QN**

Messrs (Owners of)
Oriel Court, Oriel Place
London
NW3 1QN

Dear Neighbour

As you are aware, Benno Limited are currently carrying out building works at Wells Court, Oriel Place London NW3 1QN.

We confirm that building work would be carried out in accordance with Camden Council's prescribed times that control and restrict the hours in which noisy works can be carried out, as follows:

- 8.00am to 6pm on Monday to Friday, and 8.00am to 1.00pm on Saturdays
- No noisy working on Sundays or Public Holidays

We aim to follow these strict time limits for noisy building works, although there may be some exceptions. In the event that noisy work occurs which falls outside the hours stipulated above, we will endeavour to inform you well in advance. In order to reduce noise disturbance to neighbours, we will also seek to advise you of the following in advance:

- Scheduling drilling, piling and other very noisy work in order to give local residents and businesses some breaks;
- Avoiding delivery and skip vehicles arriving before 8am

Building material will be delivered during normal working hours and tasks associated with the construction work will require vehicles and equipment to complete the Works.

Construction work is complex and due to its nature, it may cause some disruption and noise to neighbouring properties at certain times. If you do experience problems, please do not hesitate to speak to us and we will try to mitigate problems or assist you in minimising any disruption caused.

We are here to help and work alongside you to minimise any problems caused during the temporary period in which the works will be undertaken.

Please contact myself directly if there is anything you would like to discuss or bring to my attention.

Many thanks in advance.

Community Liaison contact: Benno Ltd, 1 Princes Square, W2 4NP
Aaron Kazab, Project Manager
Tel: 02072291011
Email: aaron@conceptlondon.co.uk

A copy of this letter is attached at Appendix A. Letters were sent out on 14th March, no responses from neighbouring addresses have so far been received. However, Benno Limited will continue to be receptive neighbours' concerns, and are committed to working closely with residents for the duration of the construction works to ensure noise and disturbance is kept to a minimum.

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](#)".

The project's main contractors, Guilford Management Ltd, are registered as part of the Considerate Constructors Scheme. Evidence of membership is provided in Appendix B.

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.

Benno Ltd has reviewed the local area in conjunction with our traffic management plan, as well as looking on Camden's website for details of any recent planning approvals involving major construction works. Planning permission has recently been granted for major construction works at Arthur West House, 79 Fitzjohns Avenue (planning ref. 2016/4256/P) which includes a new 6-storey building and excavation of a 2-storey basement.

Benno Ltd will liaise closely with contractors on this site, feeding into each other's respective CMP and closely monitoring vehicular movement during the construction process to ensure impacts on the local highway network are kept to a minimum.

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:

Main Contractor:	Benno Ltd c/o Guilford Management
Address:	1 Princes Square, London W2 4NP
Email:	aaron@conceptlondon.co.uk
Tel:	020 7229 1011
Fax:	020 7229 1022

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](#)).

Contracts

Travis Perkins are our dedicated delivery company, and evidence of their FORS Gold accreditation is attached at Appendix C. CLOCS Compliance will be included as a contractual requirement.

Desktop checks

Desktop checks will be made against the FORS database of trained drivers and accredited companies as outlined in the CLOCS Standard Managing Supplier Compliance guide. These will be carried out as per a risk scale based on that outlined in the CLOCS Managing Supplier Compliance guide.

Site checks

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. These will include evidence of further training, license checks, evidence of routing information, and checks of vehicle safety equipment. 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:

This is confirmed.

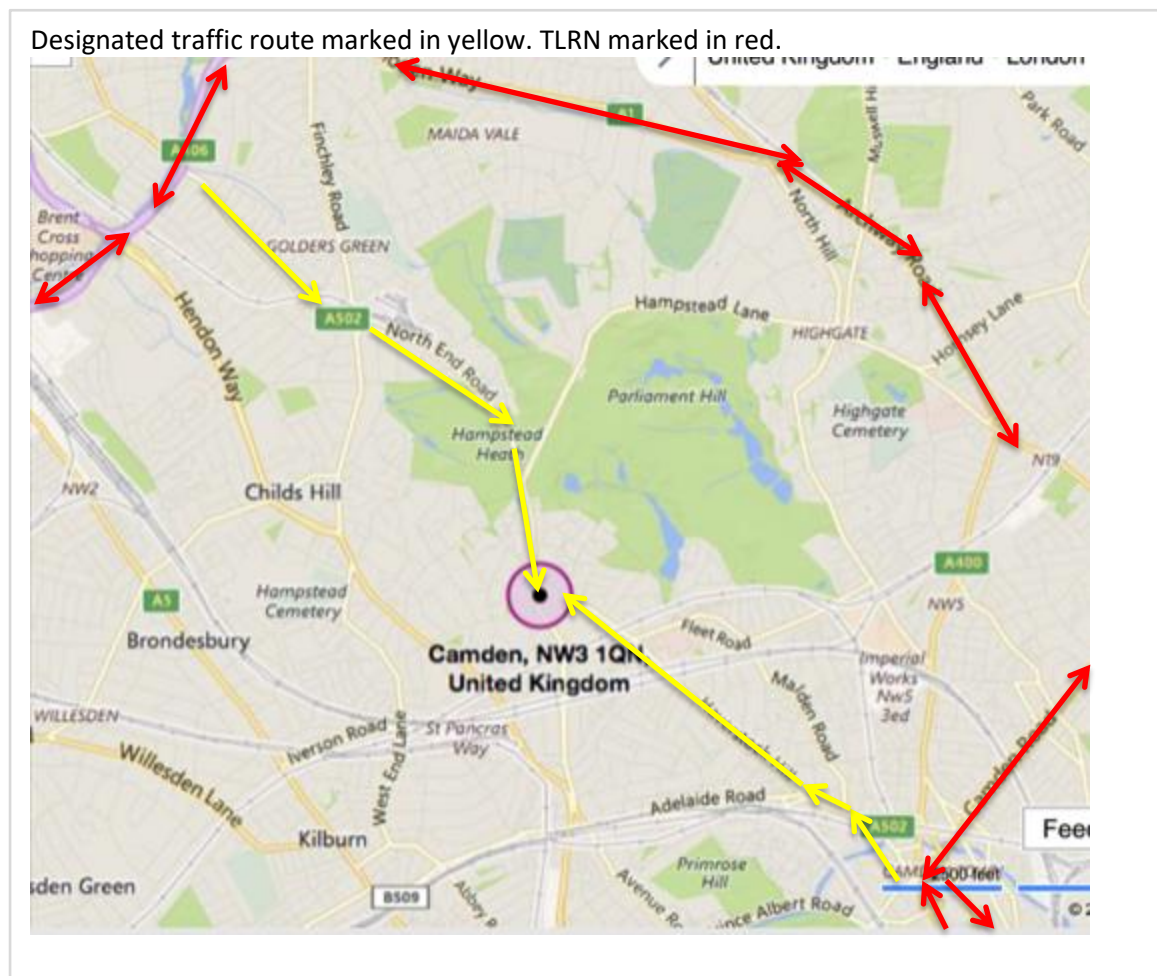
Please contact CLOCS@camden.gov.uk for further advice or guidance on any aspect of this section.

Site Traffic

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 would 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 would 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 \(TLRN\)](#).



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.

Proposed routes for Vehicles between the site and TFL Network Details of agreed access/egress routes will be issued to all our suppliers and subcontractors. This will be policed as far as practical but it must be recognised that we have no jurisdiction over the vehicles once they have left our site.

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. As there is a school in the vicinity of the site and on the proposed access and/or egress routes, deliveries will be restricted to between 9.30am and 3pm on weekdays during term time. (Refer to the [Guide for Contractors Working in Camden](#)).

Our delivery plan would assist that deliveries arrive at the correct part of site at the scheduled time slots. Instructions explaining such a plan will be sent to all suppliers and contractors. Due to the low volume of deliveries, it won't be necessary for vehicles to wait for delivery space or to circulate on the public highway. Deliveries would be given set time slot to arrive, dwell and depart avoiding any undue time pressures being 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.

Benno Limited will assess all possible haulage routes around the site to take into account current restrictions and road closures introduced in recent months.

Stage 1: Scaffolding & Soft strip/demolition/structural alterations - There will be a maximum of 5 lorry movements per day.

Stage 2: Main Construction Works/Fit out - there will be a maximum of 3 lorries per day.

Deliveries of material for core fit out.

Size of Vehicles

Numerous types of delivery vehicles will be used to bring materials to and from the site. These include:

- Debris/ rubble/ waste 8 yard skip or load skip lorries. These will include skips for demolition works/rubble removal (approx size 7.5m long and 2.4m wide) and standard 8 yard skips for waste (approx size 7m long and 2.4m wide. (Dwell time 30min per load)
- Ready mix concrete Lorry 9m x 2.5m (Dwell time 20min per delivery)

Flat bed delivery vehicles for the delivery of various materials including scaffolding, steelwork, reinforcement, bricks/blocks, timber, roofing materials, plaster, joinery etc.

- 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)

We can confirm that the construction of the roof extension will not require any deliveries from articulated vehicles or vehicles over 8.5 meters high. However, we will have one major delivery of slate roof tiles, in late April 2017, which will require a temporary footway closure on Heath Street and Oriel Place to be agreed with Camden Council. A pedestrian re-routing plan and further details are provided at q23.

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

Planning permission has recently been granted for major construction works at Arthur West House, 79 Fitzjohns Avenue (planning ref. 2016/4256/P) which includes a new 6-storey building and excavation of a 2-storey basement.

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.

The drawing under point 20a shows the intended traffic route and a single delivery point. Details of agreed access/egress routes will be issued to all our suppliers and subcontractors. This will be monitored as far as practical but it must be recognised that we have no jurisdiction over the vehicles once they have left our site.

We will aim to arrange schedules deliveries staggered and not to coincide at the same times to avoid any traffic congestion and minimise any disruption.

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.

The proposed development is not of the scale which will require a high number of delivery vehicles to be on site at one time. The existing loading bays on Heath Street, directly adjacent to Oriel Place, are therefore considered to be sufficient to facilitate delivery vehicles, concrete and waste lorries without disruption to the highway. Goods will then be transferred by hand to the site. A photograph of the proposed parking bays in relation to the site entrance is shown below.



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).

An application for temporary parking bay suspension on Heath Street will be made (further details are provided in section 24).

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 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

See image below showing drop off and loading zone:



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

The drawing under point 20a shows the intended traffic route and a single delivery point. Details of agreed access/egress routes will be issued to all our suppliers and subcontractors. This will be monitored as far as practical but it must be recognised that we have no jurisdiction over the vehicles once they have left our site.

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

See diagram under point 22a

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.

It is proposed to allow short stay vehicle parking directly adjacent to the site entrance for the duration of the project in order to facilitate delivery vehicles, concrete and waste lorries may utilise this area without disruption to the highway.

Control of dirt and dust

Measures must be taken to prevent dirt, mud and debris being transferred onto the public highways/pavements, for example, regular sweeping of site access roads and the highway.

Mud and debris on the road is one of the main environmental nuisance and safety problems. In the event that dirt is spread on to the highway from traffic movement related to site activity, a road-sweep will be employed to clean all possible debris produced. We will insist on all muck away lorries to be fully sheeted to minimise the risk of any mud over-spilling onto the highway.

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 Marshals 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.

Access arrangements for Vehicles

Deliveries and loading cannot take place on-site due to the site's location on a pedestrian-access only street on Oriel Place. This means that deliveries and loading will take place on Heath Street, with loading bays available adjacent to Oriel Place.

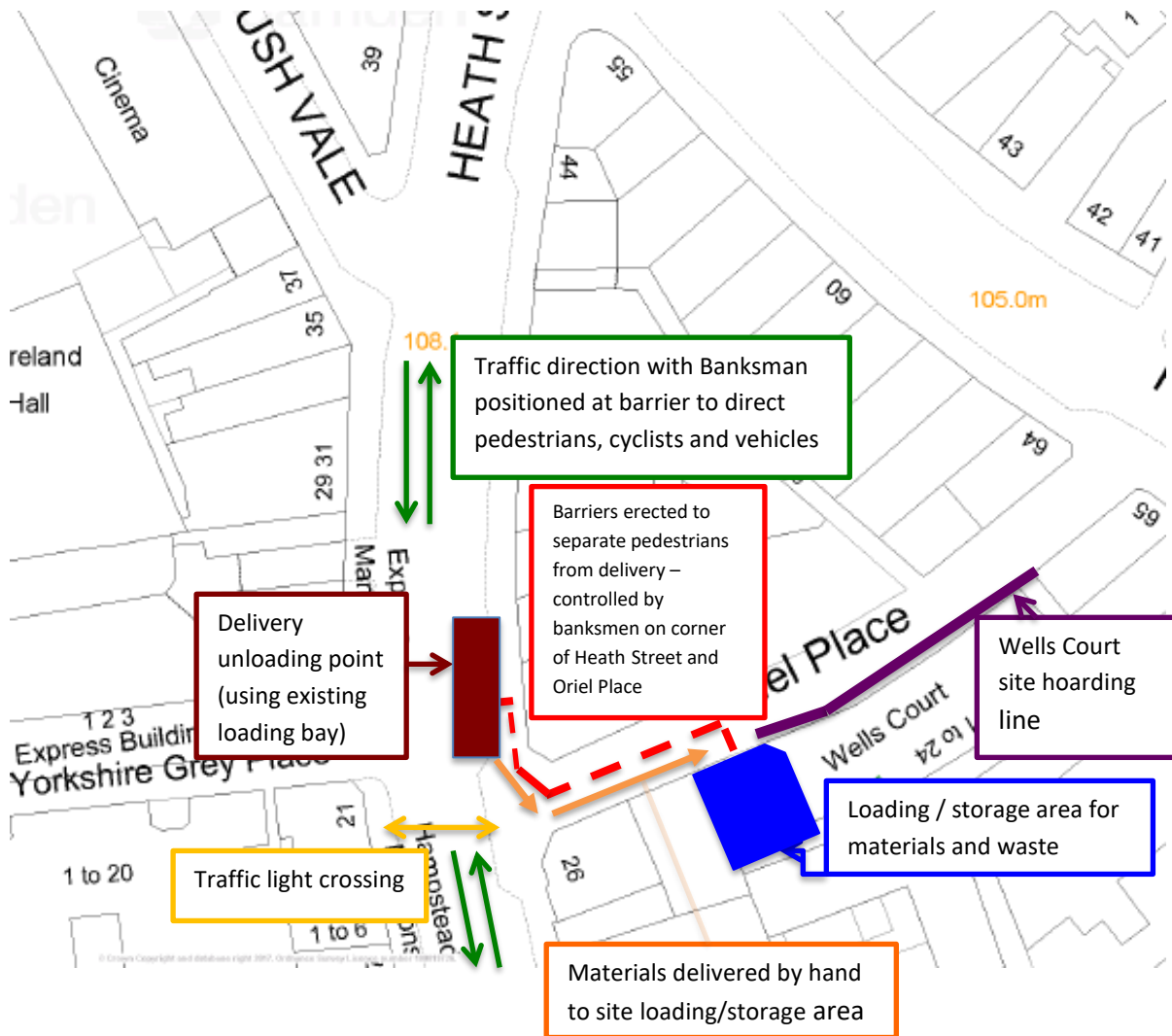
In all cases, access for delivery and removal of materials will be planned, scheduled and coordinated by our logistics manager. Deliveries will be relatively infrequent, and will utilise the loading bays on Heath Street. However there will be one major materials delivery in late April 2017 in connection with the proposed roof extension. In order to facilitate this, we will erect barriers at a mid-way point on Oriel Place, allowing pedestrians access through to Heath Street. A qualified banksman will be situated on the corner of Heath Street and Oriel Place to control the safe unloading of materials from the lorry to the storage area on Oriel Place. Details of the barriers to be used are attached at Appendix E (see diagram below).

We propose that at such times that a delivery is present, temporary signage will be erected either side of the delivery vehicle to notify pedestrians that deliveries are taking place. A qualified banksman will always be present on Heath Street to ensure that pedestrians and cyclists are directed safely and efficiently at delivery times.

Banksman – a Key Role:

- All sub contractors and suppliers will be required to give 48 hours notice of deliveries. The movement of materials will also be controlled by our Road Marshal. He will be responsible for the coordination and control of all aspects of material deliveries and movement.

We have taken into account the existing drop-down curbs to allow access for wheelchair users, individuals with walking impairment, young children, prams, blind and partially sighted people.



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](#).

The existing loading bays on Heath Street will be utilised (see Q21). It is not anticipated that any further parking bay suspensions will be required, however we will seek the approval of Camden's Highways department should this be required. We would only require one space of 5m if necessary.

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).

Temporary hoarding will be erected on Oriel Place, however this does not significantly impede the use of Oriel Place as a pedestrian footway. It will not be necessary to use the public highway for any storage, site accommodation or welfare facilities. During the construction programme it also won't be necessary to close off any public footways.

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

Not required at present

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).

Not 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.

We propose that at such times that a delivery is present, a qualified banksmen will stand on the walkway to direct pedestrians, as well as aiding with traffic management. Temporary signage will be erected either side of the delivery vehicle, and the materials can be off-loaded by hand.

Also read in conjunction with point 23.

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.

Due to the site location and scale of the development, there will be a scaffolding structure overhanging Oriel Place.

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.

Details of the times of noisy operations and how the construction works are to be carried out.

We understand the limitations of noisy works within a residential environment and ensure all subcontractors are aware of the site restrictions on noisy work as detailed within subcontract orders and the site rules.

Noisy work will be covered under our permit to work system which will identify the activity, its location, the duration and any applicable control measures necessary to mitigate its effect.

Benno Ltd is sensitive to the requirements of working alongside existing occupied premises. We recognise the importance of working closely with the Client's management team to ensure that they are informed in advance of any noisy or disruptive activities that we may be undertaking and to allow time for the agreement of any reasonable mitigation measures that may be required.

In general construction activities would coincide with site opening hours which are 8.00am to 6.00pm during working weekdays, 8am-1pm on Saturdays and the site will closed on Sundays and Bank holidays.

However we will restrict noisy activities within our operations to the following times:

- In two time-slots for breaking out concrete – 10.00 to 12.00 and 14.00 to 16.00
- Cutting and high noise level will follow the same timing.

In addition delivery vehicle times would be restricted to avoid peak hour times and deliveries would be advised between 10am – 3pm from site during weekdays and between 10am-1pm on Saturdays. All in accordance with Camden's Guide for Contractors Working In Camden.

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.

Noise survey as part of planning application information if a copy of the survey is required, it can be supplied to Camden.

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

Due to the moderate scale of the development, the noise levels that could be generated is not considered to be significant. It is likely that any noise and vibrations would be at a peak during the demolition of the roof structure and construction of roof extension. Benno will respect any reasonable request to reduce the duration of noisy activities further if required.

Contractors will be required to have all plant and tools fitted with either silencers or dampers so far as is practical and working methods will be regularly reviewed to ensure that nuisance to adjacent properties and residents is mitigated wherever practical.

Should noise levels reach 80dB (A) operatives will be informed of the risks to their hearing and supplied (if requested) with either appropriately attenuated ear defenders or earplugs.

Should noise levels reach 85dB (A) or above operatives will be informed of the risks to their hearing and supplied with appropriately attenuated ear defenders or earplugs and instructed to wear them during noisy operations. The contractors are to ensure compliance by carrying out regular active monitoring.

Our Health and Safety advisor will undertake noise surveys during their regular site inspections. However, operatives will be informed that as a general rule, if they need to raise their voice when standing 2 metres away from a noise source, it is too loud and hearing protection must be worn. It is a standard policy of Benno Ltd to ensure that the noise and vibration produced by work equipment is considered together with the price when new purchases are made with a view to lowering the risk when equipment is used.

Contractors are encouraged to purchase equipment that is advanced in technology and equipped with vibration absorbing features.

To ensure that operatives are aware of the effects of hand arm vibration they will be provided with adequate information on the hazard and controls and given information in order to reduce the risk.

Should it be deemed necessary, contractors are to undertake noise and hand arm vibration monitoring and, dependant on the results, further control measures will be required.

Below are some examples of maximum usage for tools in order to prevent injury and ill health.

Tool	Hand Vibration (m/s ²)	Maximum usage period in 8hrs (Minutes)
2- stroke breaker	10	38
Electric breaker (7kg)	9	46
Rotary/hammer drill (4kg)	10	38
Rotary/hammer drill (9kg)	14	19
Rotary drill	2.5	480
7/9" Grinder	5.5	124
Circular saw 6" – 9"	2.5	480
Wall chaser (twin) blade	4	235

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.

Where the potential for noise exists, 'Best Practicable Means' will be used to reduce the noise to achieve compliance consistent with the recommendations of BS5228 and may include:

- Careful selection of plant items, construction methods, programming, implementing a 'noise and vibration protocol', which outlines monitoring frequency and action levels etc.
- Design and use of site hoarding and screens/noise barriers to provide acoustic screening at the earliest convenience;
- Choice of routes and programming for the transport of construction materials

Benno will action and establish communication, environmental site aspects and emergencies controls.

We will hold environmental tool box talks, produce an environmental plan and review our subcontractors impacts and produce full assessments of each activity which involve noise levels which are above normal. We will also ensure that the demolition works will only be carried out within normal working hours.

Our health and safety advisor will carry out noise level checks throughout the demolition to maintain the correct noise levels. Most of the demolition will be done within the building with windows and roofs left on. This will lower the impact of noise. Benno will carry out a full pre-qualification check on all sub-contractors along with statements on their environmental policies to ensure compliance on maintaining noise levels and mitigation measures are met.

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

Benno will ensure that all contractors meet all statutory requirements, and are fully competent to carry out these types of work. The correct training will be in place to cover all aspects expected of this standard.

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

The principal construction activities that will generate dust are typically demolition, structural installation and external works.

We will add shielding to cutting Equipment. When activities are being carried out that risk generating large volumes of airborne dust, Benno will employ dust suppression measures. This will normally take the form of damping down and dust screens. Good site management will be strictly enforced to ensure work areas are kept clean and tidy at all times to prevent the migration of dust throughout the site.

We will erect a full site boundary, keeping away from sensitive receptors, and there will be a fully trained Manager on site throughout the construction period. We will be using water as dust suppressant where applicable and muck-away trucks will be covered to prevent wind effects on contents.

The following measures will be employed:

- Appropriate handling of equipment and plant
- Damping down surfaces during dry weather
- The use of dust screens

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.

Mud and debris on the road is one of the main environmental nuisance and safety problems. The nature of the work, with the extension being at roof level, ensures dirt should be at a minimum. In the event that dirt is spread on to the highway from traffic movement related to site activity, a road-sweep will be employed to clean all possible debris produced. We will insist on all muck away lorries be fully sheeted to minimise the risk of any mud over-spilling onto the highway.

Steps to be taken:

- Hose and pressure washer at the entrance to prevent any dirt/dust leaving from the site.

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

While noisy works are in operation we will monitor noise levels to ensure the levels are within specified limits. Noisy work will be covered under our permit-to-work system which will identify the activity, its location and duration, and any applicable control measures necessary to mitigate its affect.

Sub-contractors are encouraged to purchase equipment that is advanced in technology and equipped with vibration absorbing features.

To ensure that operatives are aware of the effects of hand arm vibration they will be provided with adequate information on the hazard and controls, and given information in order to reduce the risk.

We will also be looking at Method Statements/ Risk assessments to ensure that they are reviewing all aspect of the tools be used to complete each section of the of the works requirement.

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 undertaken and has focussed on the impact of construction dust and emissions. This assessment has been prepared taking into account all relevant local and national guidance and regulations.

The risk levels of Dust Soiling and PM10 effects have both been assessed and identified.

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](#).

This has been completed and a copy of the checklist appended to this document.

- 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.

This is not a high risk site

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).

A specialist contractor, MAJOR Pest Control Services, has inspected the site at regular intervals and evidence of their most recent inspection (15th March 2017) is attached at Appendix C – confirming there is currently no evidence of rodent or other pest activity on site. In order to ensure this remains the case, other initiatives we will implement are as follows:

- No waste on site
- No eating or drinking on the premises
- Capping of drains
- Traps installed

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

An asbestos survey was carried out at the site in July 2012. Asbestos was found within parts of the communal hall and removed; no other traces of asbestos was found.

However continued monitoring of the building will be carried out during the construction process; in line with the most recent HSE standard practices.

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.

Benno Ltd will provide a smoking area away from the main gate to ensure limited health risks to local residents.

Interaction can take place with non-construction personnel. Site personnel will not be permitted to loiter outside the main gate.

Within Benno's Health and safety plan we state 'No personnel shall indulge in fighting, horseplay, tomfoolery or practical jokes including wolf whistling etc.'

We will work on a red card system, therefore any personal found to be acting within a manner we deem unacceptable, will be removed from site and consequently barred from working on any Benno site within the UK.

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): 02/17 - 09/17

b) Is the development within the CAZ? (Y/N): No

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:Aaron Kazab.....

Date:17th February 2017.....

Print Name:Aaron Kazab.....

Position:Project Manager.....

Please submit to: planningobligations@camden.gov.uk

End of form.