**Construction Management**

**Plan**

**pro forma** v2.1

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**Revisions & additional material**

Please list all iterations here:

|  |  |  |
| --- | --- | --- |
| **Date** | **Version** | **Produced by** |
| **13/09/2016­** | **A** | **David Lewis** |
| **21/09/2016­** | **B** | **Walker Bushe Architects** |
| **03/10/2016­** | **C** | **Walker Bushe Architects** |
| **17/10/2016­** | **D** | **Walker Bushe Architects** |

**Additional sheets**

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

|  |  |  |
| --- | --- | --- |
| **Date** | **Version** | **Produced by** |
| **21/09/2016­** | **A** | **Appendix\_Walker Bushe Architects** |
| **03/10/2016­** | **B** | **Appendix\_Walker Bushe Architects** |
| **17/10/2016­** | **C** | **Appendix\_Walker Bushe Architects** |

**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](http://www.camden.gov.uk/ccm/content/environment/planning-and-built-environment/two/planning-policy/supplementary-planning-documents/camden-planning-guidance.en) and [**(CPG)** 8: Planning Obligations](http://www.camden.gov.uk/ccm/content/environment/planning-and-built-environment/two/planning-policy/supplementary-planning-documents/camden-planning-guidance.en).

This CMP follows the best practice guidelines as described in [Transport for London’s](https://www.tfl.gov.uk/info-for/freight/safety-and-the-environment/improving-construction-safety) (TfL’s Standard for [Construction Logistics and Cyclist Safety](http://www.clocs.org.uk/standard-for-clocs/) (**CLOCS**) scheme) and [Camden’s Minimum Requirements for Building Construction](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=3257318) **(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 CMPdoes 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**](http://www.camden.gov.uk/ccm/content/environment/building-control/file-storage-items/demolition-notice---the-building-act-1984-section-80-notice-bc104-.en)**.**”

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**

**DEVELOPER ACTIONS**

**COUNCIL ACTIONS**

**Post app submission**

**0ommunity liaison**

**Appoint principal contractor**

**Requirement to submit CMP**

**Begin community liaison**

**Work can commence if draft CMP is approved**

**Council response to second draft**

**Resubmission of CMP if first draft refused**

**2ommunity liaison**

**3ommunity liaison**

**1ommunity liaison**

INDICATIVE TIMEFRAME (MONTHS)

**4ommunity liaison**

**Council response to draft**

**Submit draft CMP**

**Contact**

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

Address: 23a Hampstead Hill Gardens, NW3 2PJ

Planning ref: 2015/5894/P

Type of CMP – CMP to discharge S106 obligation.

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

Name: Sarah Bromley

Address: 6 Highbury Corner, Highbury Crescent, N5 1RD

Email: sarah@walkerbushe.co.uk

Phone: 020 7697 0707

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 Hanusiak

Address: J & Z Construction Ltd, Unit 12, 715 North Circular Road, London, NW2 7AQ

Email: mail@jandzconstruction.co.uk

Phone: 020 8830 5038

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)**](http://www.camden.gov.uk/ccm/content/environment/planning-and-built-environment/two/placeshaping/twocolumn/the-community-investment-programme.en), please provide contact details of the Camden officer responsible.

Name: Zak Niemiec

Address: J & Z Construction Ltd, Unit 14, 715 North Circular Road, London, NW2 7AQ

Email: mail@jandzconstruction.co.uk

Phone: 020 8830 5038

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: Zak Niemiec

Address: J & Z Construction Ltd, Unit 12, 715 North Circular Road, London, NW2 7AQ

Email: mail@jandzconstruction.co.uk

Phone: 020 8830 5038

**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 located on the eastern side of Hampstead Hill Gardens and is bound on all sides by residential dwellings. To the south, Hampstead Hill Gardens joins Pond Street creating further access to the strategic road network via the A502. The site is conveniently located for various modes of transport including local bus stops and Hampstead Heath Station. The site location with regard to the surrounding area can be seen in **Appendix A**.

The proposals comprise the demolition of the existing dwelling and construction of a new residential unit.

7. Please provide a very brief description of the construction works including the size and nature of the development and details of the main issues and challenges (e.g. narrow streets, close proximity to residential dwellings etc).

The proposals comprise the demolition of the existing 3 storey dwelling and the construction of a new 3 storey building inclusive of a lower ground floor. It will include the partial excavation of lower ground floor, as the existing lower ground floor slab will be retained.

The primary challenge is likely to be minimising the effect of works on nearby dwellings, primarily the adjoining property of 23 Hampstead Hill Gardens and 29 Heath Hurst Road, located to the rear of the property.

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.).

The house is a semi-detached property with outdoor space to the front and rear. The site is bound to the south, east and west by adjacent properties and to the north by the adjoining property of 23 Hampstead Hill Gardens. These will be the nearest potential receptors which could be affected by activities onsite.

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.

Drawing 160812-01 shows the existing highway arrangement in the vicinity of the application site.

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 overall programme for the construction works is summarised in the Table below

|  |  |
| --- | --- |
| **Phase** | **Weeks** |
| Site Setup + soft strip out | 2 |
| Demolition + construction | 24 |
| Roof works | 2 |
| External works | 2 |
| Non-Structural Works/ Internal Fit Out/ Site Clear Up | 22 |

Start on Site Date: October 17th 2016 (subject to Camden approving the CMP)

Programme: 52 weeks (allow 4weeks tolerance)

End Date: 10th November

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

The standard working hours as above will be adhered to throughout the construction period.

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.

The Site Project Manager will liaise with service providers to arrange any changes to service connections and will seek to co-ordinate these within the overall traffic management proposals for the construction works.

**Community Liaison**

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

Significant time savings can be made by running an effective neighbourhood consultation process. This must be undertaken in the spirit of cooperation rather than one that is dictatorial and unsympathetic to the wellbeing of local residents and businesses.

These are most effective when initiated as early as possible and conducted in a manner that involves the local community. Involving locals in the discussion and decision making process helps with their understanding of what is being proposed in terms of the development process. **The consultation and discussion process should have already started, with the results incorporated into the CMP first draft submitted to the Council for discussion and sign off.**This communication should then be ongoing during the works, with neighbours and any community liaison groups being regularly updated with programmed works and any changes that may occur due to unforeseen circumstances through newsletters, emails and meetings.

Please note that for larger sites, details of a construction working group may be required as a separate S106 obligation. If this is necessary, it will be set out in the S106 Agreement as a separate requirement on the developer.

**Cumulative impact**

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

**The Council can advise on this if necessary.**

**13. Consultation**

The Council expects meaningful consultation. For large sites, this may mean two or more meetings with local residents **prior to submission of the first draft CMP**.

Evidence of who was consulted, how the consultation was conducted and a summary of the comments received in response to the consultation. Details of meetings including minutes, lists of attendees etc. must be included.

In response to the comments received, the CMP should then be amended where appropriate and, where not appropriate, a reason should be given. The revised CMP should also include a list of all the comments received. Developers are advised to check proposed approaches to consultation with the Council before carrying them out. If your site is on the boundary between boroughs then we would recommend contacting the relevant neighbouring planning authority.

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

A consultation letter was delivered to the addresses listed below on September 28th 2016. A copy of the consultation letter is appended to this document **Appendix E.**

A hard copy of the CMP\_version B and **Appendix A** ‘Site Location Plan’ and **Appendix B** ‘Transport and Highways Drawings’ were enclosed with the letter.

25 Hampstead Hill Gardens, NW3 2PJ

25a Hampstead Hill Gardens, NW3 2PJ

23b Hampstead Hill Gardens, NW3 2PJ

23c Hampstead Hill Gardens, NW3 2PJ

23d Hampstead Hill Gardens, NW3 2PJ

23e Hampstead Hill Gardens, NW3 2PJ

10 Hampstead Hill Gardens, NW3 2PJ

12 Hampstead Hill Gardens, NW3 2PJ

14 Hampstead Hill Gardens, NW3 2PJ

To comply with Camden’s guidelines, a copy of the CMP and consultation letter was also emailed to the ward councilor on October 30th 2016, details below.

Ward: Hampstead Town

Councillor: Tom Currie

Email: [tom.currie@camden.gov.uk](mailto:tom.currie@camden.gov.uk)

Please note, there is no resident’s association for Hampstead Hill Gardens.

No feedback has been received to date 17th October 2016.

**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.

The Site Project Manager will work closely with adjacent residents and information will be provided on a noticeboard on the site hoarding. A consultation letter has been sent to neighbours, refer to Item 13.

**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](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=799001)” also referred to as “[Camden’s Considerate Contractors Manual](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=799001)”.

J & Z Construction Ltd are a member of the Considerate Contractors Scheme, which is stated in the consultation letter.

**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.

We are not aware of any works currently being undertaken in the vicinity of the site. All reasonable efforts will be made to coordinate the scheduling of construction traffic movement with any other developments, should they arise, as directed by the council.

**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.](http://www.clocs.org.uk/wp-content/uploads/2014/09/CLOCS-Standard-v1.2.pdf)

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](http://www.camden.gov.uk/ccm/cms-service/stream/asset/?asset_id=3345819&), details of the monitoring process are available [here](http://www.camden.gov.uk/ccm/cms-service/stream/asset/?asset_id=3345820&).

Please contact [CLOCS@camden.gov.uk](mailto: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:

Name: Zak Niemiec

Address: J & Z Construction Ltd, Unit 14, 715 North Circular Road, London, NW2 7AQ

Email: mail@jandzconstruction.co.uk

Phone: 020 8830 5038

18. Please submit the proposed method for checking operational, vehicle and driver compliance with the CLOCS Standard throughout the duration of the contract (please refer to our CLOCS Overview document in the appendix and CLOCS Standard point 3.4.7).

The Principal Contractor will be responsible for ensuring operational, vehicle and driver compliance with the CLOCS Standard on a day to day basis in accordance with a plan to be provided prior to works starting on site. The Principal Contractor will provide records of compliance checks to the developer/client who will carry regular audits including random vehicle compliance checks.

Contracts

FORS Bronze accreditation as a minimum will be a contractual requirement, FORS Silver or Gold operators will be appointed where possible. Where FORS Bronze operators are appointed, written assurance will be sought from contractors that all vehicles over 3.5t are equipped with additional safety equipment, and that all drivers servicing the site will have undertaken approved additional training (eg. SUD, elearning, Van Smart, on-cycle training etc). 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

A delivery booking system will be used which will require the entry of a FORS ID number in order for a delivery to be booked onto site.

Where the contractors own vehicles and drivers are used the above approach will be modified accordingly.

Collision reporting data will be requested from operators and acted upon when necessary.

19. Please confirm that you as the client/developer and your principal contractor have read and understood the [CLOCS Standard](http://www.clocs.org.uk/wp-content/uploads/2015/05/CLOCS-Standard-v1.2-APRIL_15.pdf) and included it in your contracts. Please sign-up to join the [CLOCS Community](http://www.clocs.org.uk/links-to-partners/) 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 by J & Z Construction Ltd

Please contact [CLOCS@camden.gov.uk](mailto:CLOCS@camden.gov.uk) for further advice or guidance on any aspect of this section.

**Site Traffic**

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

**20. Traffic routing**: *“Clients shall ensure that a suitable, risk assessed vehicle route to the site is specified and that the route is communicated to all contractors and drivers. Clients shall make contractors and any other service suppliers aware that they are to use these routes at all times unless unavoidable diversions occur.”* (P19, 3.4.5)

Routes should be carefully considered and risk assessed, taking into account the need to avoid where possible any major cycle routes and trip generators such as schools, offices, public buildings,museums etc. Where appropriate, on routes that use high risk junctions (i.e. those that attract high volumes of cycling traffic) installing Trixi mirrors to aid driver visibility should be considered.

Consideration should also be given to weight restrictions, low bridges and cumulative impacts of construction (including neighbouring construction sites) on the public highway network. The route(s) to and from the site should be suitable for the size of vehicles that are to be used.

a. Please indicate routes on a drawing or diagram showing the public highway network in the vicinity of the site including details of links to the [Transport for London Road Network](http://www.lscp.org.uk/lrsu/engineering_tlrn.html) (TLRN).

Vehicles will access the vehicle loading area from the A502 Hampstead Hill / Rosslyn Hill; they will proceed eastbound onto the B518 Pond Street before turning left onto Hampstead Hill Gardens.

All vehicles will route northbound along Hampstead Hill Gardens and manoeuvre into the loading area adjacent to the site. Vehicles will exit the loading area in a forward gear and proceed north and west along Hampstead Hill Gardens before joining the strategic road network once again with the A502.

A vehicle routeing plan is attached at **Appendix B** and the proposed site set up can be seen in drawing 160812-02.

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.

Details of the route will be sent to contractors in advance and the Construction Project Manager will ensure that this route is adhered to.

**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*](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=799001)).

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.

Due to the close proximity of Hampstead Hill School, deliveries will be restricted to between 09:30 and 15:00 on weekdays during term time.

The type and method of deliveries will be confirmed by the appointed contractor, however, the type of vehicles anticipated to visit the site are detailed below. All vehicles will be accommodated within the site boundary. The construction vehicles likely to access the site are as follows:

* 3 axle tipper – approximately 8m long and 2.5m wide. Deliveries will take place during the demolition and construction phases of the works and an average of 2-4 vehicles could be expected per day. Maximum dwell time 30 min.
* Concrete lorries - these will be a standard ready mixed lorry with an approximate size of 8m long by 2.4m wide. Deliveries will take place during the structural phase of the works and a maximum of 2 vehicles could be expected on the day of pouring with a maximum dwell time of 40 minutes.
* Flat bed delivery vehicle - the flat bed vehicles will be used to deliver various materials including scaffolding, steelwork, timber, reinforcement, brick and block work, roofing materials, plaster, joinery etc. The approximate size will be 8m long by 2.5m wide. Deliveries will be expected once every 1-2 days during the site set-up, structural works and fit out/clear up phases of the works with an average dwell time of 40 minutes with the exception of scaffold erection and dismantling, when the vehicle would need to be on site for 2-3 hours.
* Waste Skip Truck – approximately 7.5m long. Deliveries and collections will take place during the demolition and construction phases of the works and an average of 2-4 vehicles could be expected per week. Maximum dwell time 15 min.

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

We are not aware of any works currently being undertaken in the vicinity of the site or on the planned construction vehicle route.

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.

All suppliers and contractors will be advised of delivery times upon appointment and at the time of booking deliveries. Any vehicles which arrive at the site outside of the planned delivery hours will be sent away and given an alternative delivery slot.

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 Site Project Manager will co-ordinate the arrival of vehicles with delivery companies to schedule that no more than 1 vehicle will arrive at the site at any given time. The driver of any delivery vehicle will be required to call 20 minutes in advance of arrival to confirm that the loading area is free. If a vehicle arrives unexpected when the loading area is in use they will be turned away, given a new loading time and advise to recirculate on the strategic road network.

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](http://content.tfl.gov.uk/directory-of-london-consolidation-centres.pdf)).

The contractor will investigate the potential for using construction material consolidation centres and other measures such as electric vehicles to reduce the impact of traffic associated with the development works.

**22. Site access and egress:** “*Clients shall ensure that access to and egress from the site is appropriately managed, clearly marked, understood and clear of obstacles.”* (P18, 3.4.3)

Vehicles entering and leaving the site should be carefully managed, using gates that are clearly marked and free from obstacles. Traffic Marshalls must ensure the safe passage of pedestrians, cyclists and other traffic when vehicles are entering and leaving site, particularly if reversing.

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

It is proposed that the site will be accessed from Hampstead Hill Gardens with a temporary loading area for vehicles to be created adjacent to the footway to the front of the property. It is anticipated that 5 metres of parking bay will need to be suspended at most time during construction, although up to 8 metres of parking bay will need to be suspended during concrete deliveries

In order to accommodate vehicles in the temporary loading area, it is proposed that the double yellow lines to the front of the site are also used. The proposed temporary loading arrangements are shown on Drawings 160812-02 and 160812-03, attached.

Refer to **Appendix B** for all highways drawings.

Refer to Appendix B

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

All vehicle movements to and from the loading area and all loading activities will be supervised by a minimum of 2 trained banksmen who will manage the interaction between construction vehicles, pedestrians and other road users.

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).

Swept path analysis showing a 3 axle tipper accessing and egressing the loading area is shown in drawing 160812-TK01.

Swept path analysis showing a concrete lorry and pump accessing and egressing the loading area is shown in drawing 160812-TK02.

Swept path analysis showing a flat bed delivery lorry (7.5t box van) accessing and egressing the loading area is shown in drawing 160812-TK03.

Refer to Appendix B for all highways drawings.

ttt

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.

As vehicles will not enter the site wheel washing facilities will not be require. However the contractor will ensure the road is checked for debris and cleaned on a regular basis.

**23. Vehicle loading and unloading:** *“Clients shall ensure that vehicles are loaded and unloaded on-site as far as is practicable.”* (P19, 3.4.4)

If this is not possible, Traffic Marshalls must ensure the safe passage of pedestrians, cyclists and motor traffic in the street when vehicles are being loaded or unloaded.

Please provide details of the parking and loading arrangements for construction vehicles with regard to servicing and deliveries associated with the site (e.g. delivery of materials and plant, removal of excavated material). This is required as a scaled site plan, showing all points of access and where materials, skips and plant will be stored, and how vehicles will access and egress the site. If loading is to take place off site, please identify where this is due to take place and outline the measures you will take to ensure that loading/unloading is carried out safely. Please outline in question 24 if any parking bay suspensions will be required.

All loading and unloading will take place to the frontage of the property on Hampstead Hill Gardens. It is proposed that a gantry with conveyor will be erected across the footway to ensure the safe passage of pedestrians. This proposed site set up is shown in drawing 160812-02 and during concrete deliveries the proposed site set up is shown at Drawing 160812-03. Refer to Appendix B for all highways drawings.

**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)](http://camden.gov.uk/ccm/content/transport-and-streets/traffic-management/temporary-road-restrictions/) 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.](http://www.camden.gov.uk/ccm/navigation/transport-and-streets/parking/parking-bay-suspensions/)

It is proposed that a total of 5 metres of parking bays are suspended at the immediate frontage of the site to allow for the temporary vehicle loading area. The parking suspension will be increased to 8 metres of parking bay during concrete deliveries.

**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).

No highway works are necessary.

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

A gantry is proposed and suitable safety signage and lighting will be provided in accordance with relevant guidance.

**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).

No diversions or disruptions are anticipated.

**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.

A secure hoarding will be in place at the site boundary but it will not impede on pedestrian or cycling routes.

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.

It is proposed that a gantry is erected across the pedestrian footway so as to safely transfer material from the site to waiting vehicles.

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**](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=3257318)**).**

28. Please list all [noisy operations](http://www.camden.gov.uk/ccm/content/environment/environmental-health--consumer-protection/noise/reducing-noise/noise-from-construction-sites.en?page=2)  and the construction method used, and provide details of the times that each of these are due to be carried out.

The following measures will be implemented:

* Works will be restricted to 9am-6pm Monday to Friday and 9am-1pm every Saturday. No works will be carried out on Sundays and Bank Holidays.
* Full details of the noisy work and dates at which the operations will be carried out are included in Item 30 and **Appendix G** ‘BS5228 Calculations of Activity Noise.’
* Contractors will use well-maintained and silenced plant and equipment including compressors, generators and power tools.
* The CPM will endeavour to use suppliers and contractors that use electrically powered vehicles where possible.

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.

The noise survey was produced by KP acoustics and took place on 22.09.16-23.09.16. A copy of the noise survey is appended to this document, **Appendix F**

30. Please provide predictions for [noise](http://www.camden.gov.uk/ccm/content/environment/environmental-health--consumer-protection/noise/reducing-noise/noise-from-construction-sites.en?page=2) and vibration levels throughout the proposed works.

The following table provides a prediction of the airborne noise levels for each activity (as a 10- hour daily estimated LAeq value) at the nearest sensitive facade(s).

| **Activity** | **Start Date** | **End Date** | **Predicted daily Airborne noise Level, dB LAeq,10h (at the nearest sensitive façade)** |
| --- | --- | --- | --- |
| Site set-up | 10-Oct-16 | 17-Oct-16 | 68 |
| Soft strip out | 17-Oct-16 | 22-Oct-16 | 73 |
| Drainage | 24-Oct-16 | 12-Nov-2016 | 69 |
| Construction of new house, demolition | 16-Nov-2016 | 17-Mar-17 | 75 |
| Roof work | 03-Apr-17 | 22-Apr-17 | 75 |
| Windows + doors installation | 17-Apr-17 | 28-Apr-17 | 74 |
| Service Installation | 22-Apr-17 | 18- Sep-17 | 69 |
| Stairs installation | 19-Jul-17 | 15- Aug -17 | 75 |
| Wall and floor finishes | 05-Jun-17 | 11- Sep-17 | 67 |
| External - hard landscaping | 17-Aug-17 | 31- Sep-17 | 74 |
| Furniture fitting | 7-Aug-17 | 28-Sep-17 | 75 |
| Decoration | 19-Jul-17 | 14-Oct-17 | 64 |
| Site clearance and cleaning | 16-Oct-17 | 21-Oct-17 | 63 |

Please note that all calculations as shown above and in **Appendix G** have been calculated using the method and source noise levels stipulated in BS5228. All resultant noise levels have been calculated taking into account the operating hours of the activity/operation/machinery in reference to a 10 hour working day.

31. Please provide details describing mitigation measures to be incorporated during the construction/[demolition](http://www.camden.gov.uk/ccm/navigation/environment/building-control/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.

**Acoustic Screening**

Any noisy activity within the front yard area and rooftop should be controlled by means of a portable acoustic barrier system, such as the Heras Acoustic Barrier system or similar.

Nominal attenuation will also be provided by the hoarding installed around the perimeter of the front area of the site.

**General**

All operatives on site will be trained to ensure that noise minimisation and best practicable means (BPM) are implemented at all times. Works will be checked regularly by Site Engineers to ensure that BPM are being undertaken and where necessary corrective actions implemented.

Employees must show consideration to the sensitive receptors, including residential neighbours, and must not generate unnecessary noise when walking to and from the site, or when leaving and arriving at work.

The Best Practicable Means (BPM) (as defined in Section 72 of the Control of Pollution Act 1974) will be used to reduce noise and vibration levels at all times. Where practicable the control measures set out in BS 5228:2009 + A1:2014 Part 1, Section 8 will also be implemented.

Recommended noise and vibration control measures include:

* Choice of methodology/technique for operations (including site layout) will be considered in order to eliminate or reduce emissions at sensitive locations
* Fixed items of construction plant will be electrically powered in preference to diesel or petrol driven
* If any specialise fabrication is required, this will be undertaken off-site if possible
* Noisy plant will be kept as far away as possible from sensitive areas
* Each item of plant used will comply with the noise limits quoted in the relevant European Commission Directive 2000/14/EC/United Kingdom Statutory Instrument (SI) 2001/1701 [3] where reasonably available
* Equipment will be well-maintained and will be used in the mode of operation that minimises noise and shut down when not in use
* Vehicles shall not wait or queue on the public highway with engines running (unless the engine is required to power the operation of the vehicle e.g. concrete wagon)
* Where possible deliveries will be arranged on a just-in-time basis in order to prevent vehicles queuing outside site.
* All materials will be handled in a manner that minimises noise

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

Refer to **Appendix C,** which contains J & Z Construction Ltd staff certificates including CSCS and SMSTS.

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

General advice for all construction and demolition sites, as recommended within the Mayor’s SPG for Control of Dust and Emissions during Construction and Demolition (July 2014) include the following:

* Dust suppression and screening must be carried out to minimise the transfer of dust into neighbouring properties.
* Dust generated by the construction process will be suppressed via a fine directional spray jet of water aimed at the source, and any material to be transported to be wetted down prior to transit.
* Skips, chutes and conveyors should be completely covered and, if necessary, completely enclosed to ensure that dust does not escape.
* Drop heights should be minimised to control the fall of materials
* Material as cement, sand, and other aggregates are sealed after use and stored in enclosed or bunded containers or silos and not allowed to dry out, unless this is required for a particular process, in which case should additional control measures are taken in place.
* Cutting equipment to be used with water suppressant and/or suitable extract system
* No burning of waste wood or other materials on site
* The stockpiling of dust generating materials on site will be minimised
* Wet brushing techniques will be used for cleaning
* Regular checks for visual observation of dust and soiling within 50m of site
* Screening to be erected surrounding site boundaries where possible

Regular monitoring may be necessary during the construction operations on site, in order to ensure that measured pollutants do not exceed safe levels, in positions agreed with the Local Authority. Furthermore, according to IAQM guidelines, it would be necessary to inspect the area in the local vicinity of the construction works to ensure that surfaces are not soiled by dust emissions from the site, with suitable cleaning offered if necessary. In order to minimise this, it would be recommended that screens are erected around the site boundaries as appropriate.

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.

It is not anticipated that material will be spread onto the highway as there is no vehicular access being provided to the application site.

35. Please provide details describing arrangements for monitoring of [noise](http://www.camden.gov.uk/ccm/content/environment/environmental-health--consumer-protection/noise/reducing-noise/noise-from-construction-sites.en?page=2), vibration and dust levels.

A monitoring regime would be agreed with the Council prior to commencement of any works. The regime would follow the advice as set out in Section 11 of the CoCP. The following is an example of an appropriate Scope of Works for monitoring.

**Noise monitoring**

Class 1 integrating logging sound level meter Svan 958(A), will be installed with calibration verified (before and after) with a class 1 acoustic calibrator. The meters will be set to measure and store samples of various acoustic parameters such as LAeq, LA90, LA10, and LAmax. SMS alerts would be utilised and data would be downloaded remotely on a regular basis.

It is proposed that the meters are configured to log continuous 15min samples of noise throughout the working day, which will be used to calculate a 1h and 10-hour(daily) LAeq. Daily limits and hourly actions levels will be agreed with the Council prior to the works.

**Vibration Monitoring**

Vibration Monitoring will be undertaken during demolition, piling and excavation with the use of triaxial Accelerometer PCB, measuring the peak particle velocity (ppv) continuously over defined activity periods. SMS alerts would utilised and data would be downloaded remotely on a regular basis.

It is proposed that the meters are configured to log continuous 5min samples of maximum ppv levels throughout the working day, which will be used to calculate a 1h and 10-hour(daily) LAeq. Actions levels will be agreed with the Council prior to the works.

**Dust Monitoring**

Refer to Item 33 which provides details on how dust levels will be monitored and prevented.

36. Please confirm that a [Risk Assessment](http://www.hse.gov.uk/risk/controlling-risks.htm) has been undertaken at planning application stage in line with the [GLA’s Control of Dust and Emissions Supplementary Planning Guidance](https://www.london.gov.uk/priorities/planning/publications/the-control-of-dust-and-emissions-during-construction-and) (SPG), and the risk level that has been identified, with evidence. Please attach the risk assessment as an appendix if not completed at the planning application stage.

The development will adhere to The London Plan 2011 implementation framework, ‘The control of dust and emissions during construction and demolition (supplementary planning guidance).’Specifically chapter 5, ‘Dust and emission control measures.’

37. Please confirm that all of the GLA’s ‘highly recommended’ measures from the [SPG](https://www.london.gov.uk/priorities/planning/publications/the-control-of-dust-and-emissions-during-construction-and) document relative to the level of risk identified in question 36 have been addressed by completing the [GLA mitigation measures checklist.](https://www.camden.gov.uk/ccm/content/appendix-to-environment-section-question-37--dust-mitigation-measures.en)

The development will adhere to The London Plan 2011 implementation framework, ‘The control of dust and emissions during construction and demolition (supplementary planning guidance).’Specifically chapter 5, ‘Dust and emission control measures.’ It includes all items contained in the GLA mitigation measures checklist.

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](https://www.london.gov.uk/priorities/planning/publications/the-control-of-dust-and-emissions-during-construction-and). 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](http://www.camden.gov.uk/ccm/content/environment/environmental-health--consumer-protection/pest-control/about-the-pest-control-service.en), 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 site survey will be carried out by an approved Pest Control specialist before commencement of construction. A Method Statement for pest control will be prepared and implemented by the specialist, in accordance with Camden's Minimum Requirements.

Any redundant drains will be removed and any connections sealed with concrete.

Any existing drains required for connection will be sealed with proprietary rodent-proof caps pending re-connection.

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

An asbestos survey has been carried out, refer to **Appendix D.** Since making the report, the company who dealt with the report have removed any/all suspect asbestos materials from the building.

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.

A consultation letter was delivered to the addresses listed in Item 13 ‘Consultation’ on September 28th 2016, refer to **Appendix E.** The letter contains the contact details of the Site Manager and J&Z Construction.

To comply with Camden’s guidelines, the contractor will ensure that a staffed telephone enquiry line is maintained at all times. The number will be notified to the Noise and Licencing Enforcement Team.

Any complains arising from the building works will be recorded in a complainant’s register which will be made available to the Local Authority, if requested. The complaint register shall provide information on day, time, details of complaint, details of monitoring carried out and any additional mitigation works.

Should complaints be received concerning works/activities, then all works/activities being the cause of complaint will cease (Tasks in progress accepted due to structural integrity issues), until such time as further agreement to work is negotiated.

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:

1. Construction time period (mm/yy - mm/yy ): Refer to Item 10, which shows the construction programme. The works will start on site when all relevant Section 106 requirements have been discharged.
2. Is the development within the CAZ? (Y/N): No
3. Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y/N): Yes, if NRMM is used it will comply with the above standards
4. 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: The main contractors details are listed in Item 5 (name Zak Niemiec). The site address is 23A Hampstead Hill Gardens, NW3 2PJ.
5. 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: Yes
6. Please confirm that records will be kept on site which details proof of emission limits, including legible photographs of individual engine plates for all equipment, and that this documentation will be made available to local authority officers as required: Yes

SYMBOL IS FOR INTERNAL USE

**Agreement**

The agreed contents of this Construction Management Plan must be complied with unless otherwise agreed in writing by the Council. This may require the CMP to be revised by the Developer and reapproved by the Council. The project manager shall work with the Council to review this Construction Management Plan if problems arise in relation to the construction of the development. Any future revised plan must be approved by the Council in writing and complied with thereafter.

It should be noted that any agreed Construction Management Plan does not prejudice further agreements that may be required such as road closures or hoarding licences.

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

**Signed:** Mrs Sarah Bromley

**Date:** 17th October 2016

**Print Name:** MRS SARAH BROMLEY

**Position:** Architect (Agent acting on behalf on the Applicant)

Please submit to: [planningobligations@camden.gov.uk](mailto:planningobligations@camden.gov.uk)

End of form.