Construction Management Plan

pro forma v2.1

Camden

Contents

Revisions & additional material

Please list all iterations here:

Date	Version	Produced by
10/05/2016	01	Shorehan Ltd trading as Andrew Kerr
06/12/2017	02	Shorehan Ltd trading as Andrew Kerr
31/01/2019	03	Shorehan Ltd trading as Andrew Kerr

Additional sheets

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

Date	Version	Produced by

Introduction

The purpose of the **Construction Management Plan (CMP)** is to help developers to minimise construction impacts, and relates to both on site activity and the transport arrangements for vehicles servicing the site.

It is intended to be a live document whereby different stages will be completed and submitted for application as the development progresses.

The completed and signed CMP must address the way in which any impacts associated with the proposed works, and any **cumulative impacts of other nearby construction sites**, will be mitigated and managed. The level of detail required in a CMP will depend on the scale and kind of development. Further policy guidance is set out in Camden Planning Guidance **(CPG)** 6: Amenity and **(CPG)** 8: Planning Obligations.

This CMP follows the best practice guidelines as described in Transport for London's (TfL's Standard for Construction Logistics and Cyclist Safety (**CLOCS**) scheme) and Camden's Minimum Requirements for Building Construction **(CMRBC)**.

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

It should be noted that any agreed CMP does not prejudice or override the need to obtain any separate consents or approvals such as for road closures or hoarding licences.

If your scheme involves any demolition, you need to make an application to the Council's Building Control Service. Please complete the "**Demolition Notice.**"

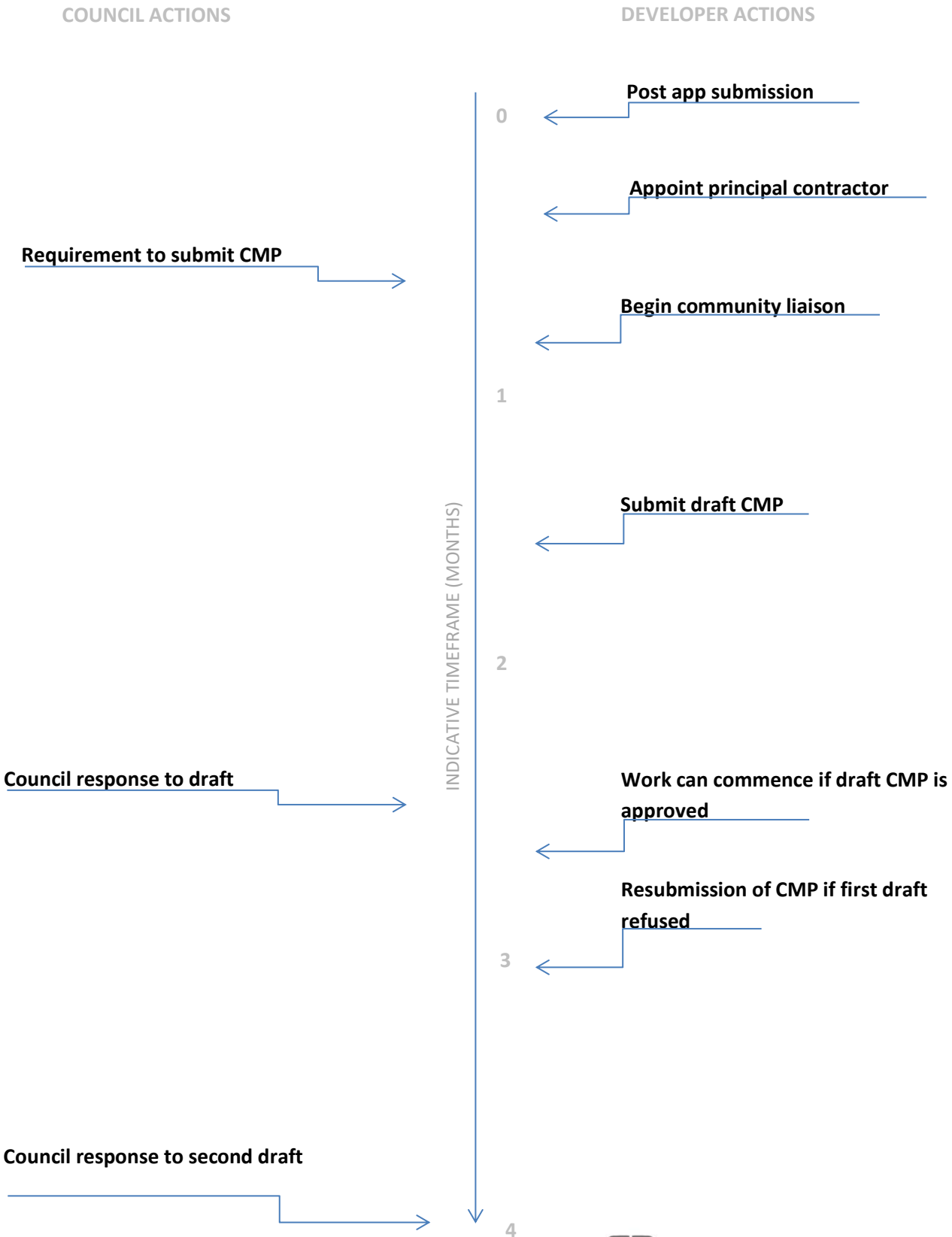
Please complete the questions below with additional sheets, drawings and plans as required. The boxes will expand to accommodate the information provided, so please provide as much information as is necessary. **It is preferable if this document, and all additional documents, are completed electronically and submitted as Word files to allow comments to be easily documented. These should be clearly referenced/linked to from the CMP.**

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

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

Revisions to this document may take place periodically.

Timeframe


COUNCIL ACTIONS
DEVELOPER ACTIONS
Post app submission
0
Appoint principal contractor
Requirement to submit CMP
Begin community liaison
1
Submit draft CMP
INDICATIVE TIMEFRAME (MONTHS)
2
Council response to draft
Work can commence if draft CMP is approved
Resubmission of CMP if first draft refused
3
Council response to second draft
4

Contact

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

Address: 38 Regents Park Road, London, NW1 7SX

Planning ref: 2016/0279/P

Type of CMP - Section 106 planning obligation

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

Name: Andrew Kerr

Address: 13a Priory Terrace, London, NW6 4DG

Email: andykerr200@icloud.com

Phone: 07916 310 968

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: Andrew Kerr

Address: 13a Priory Terrace, London, NW6 4DG

Email: andykerr200@icloud.com

Phone: 07916 310 968

4. Please provide full contact details of the person responsible for community liaison and dealing with any complaints from local residents and businesses if different from question 3. In the case of **Community Investment Programme (CIP)**, please provide contact details of the Camden officer responsible.

Name: Andrew Kerr

Address: 13a Priory Terrace, London, NW6 4DG

Email: andykerr200@icloud.com

Phone: 07916 310 968

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: Andrew Kerr

Address: 13a Priory Terrace, London, NW6 4DG

Email: andykerr200@icloud.com

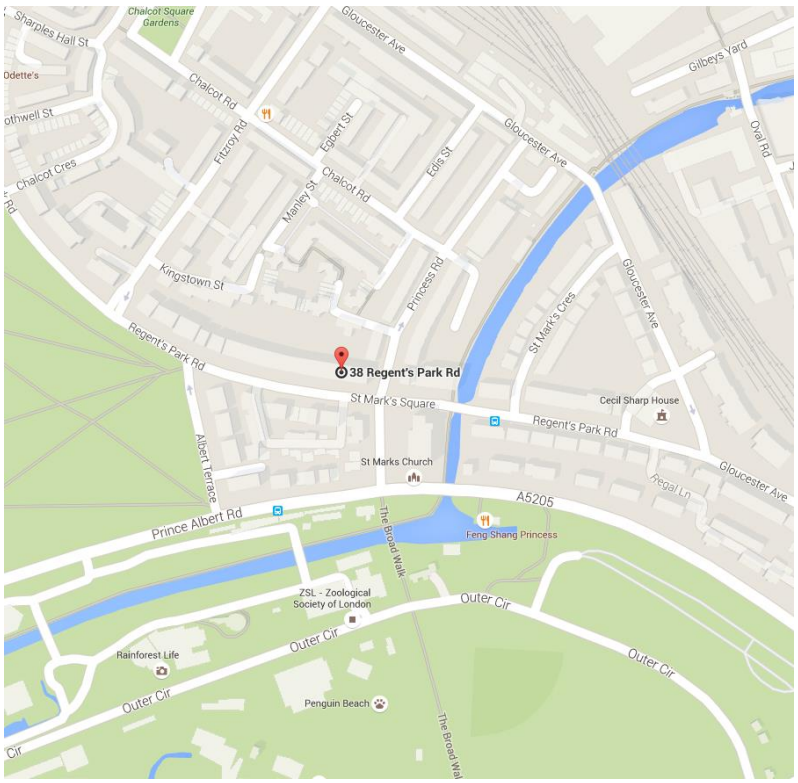
Phone: 07916 310 968

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 at No. 38 Regents Park Road, in Primrose Hill, NW1 7SX, between the junctions with Princess Road (to the East) and Fitzroy Road (to the West) backing on to the rear of the properties to Kingstown Street. The application site extends to 0.038 Hectares and comprises 4 No. residential flats within the single building (converted from an original single dwelling terrace.)

The street is predominantly residential, with the majority of properties being large 4-5 storey terraced town houses. The existing five storey property (sixth floor within the roof space), is currently divided into 4 No. separate flats: Flat A : Lower Ground Floor (owned by our Client) – separate access Flat B : Ground & First floor (owned by our Client) – accessed via main communal stair. Flat C : Second Floor - accessed via main communal stair Flat D : Third/roof space - accessed via main communal stair. There is 1 No. off street parking space located at the front of the property (accessed from Regents Park Road) owned by our Client.



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).

Description of the Works

The scheme comprises the retention and enhancement of original features to the existing front elevation, the replacement of the existing glazed link to the communal staircase with masonry construction and an extension at the rear of the property.
The proposal is to combine the two apartments with some additional building volume (see red areas in diagram below) to:

Lower Ground Floor Plan

- Guest bedroom to the underside of the car port – to the front of the site, all below street level, and hidden from view (30m²)
- Lower Ground Floor Rear Extension (37m²)

Ground Floor Plan

- Glass encased void, linking the three levels.
- Small external balcony amenity area over flat roof extension below (5m²)

First Floor Plan

- Ensuite (10m²) and glass encased void, linking the three levels.
- Communal stair, extended to match the property next door.

Garden Room

- Erection of garden room with roof terrace above

The garden amenity areas are opened up on account of no longer being in two separate occupancies. The off street parking provision is retained as existing, with 1 No. car port to the front of the building.

The inconsequential additions to the building mass do not have any adverse effect on the local amenities, and are in keeping with the density of this and neighbouring properties.

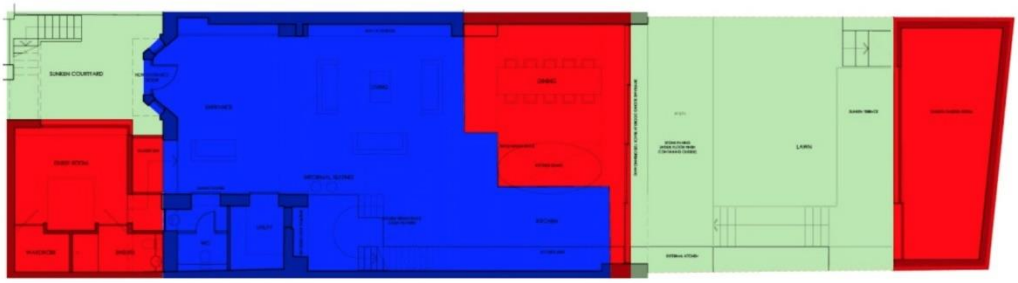
Main Issues/Challenges

Materials delivery, distribution and storage.

Waste removal.

FIRST FLOOR PLAN

GROUND FLOOR PLAN



LOWER GROUND FLOOR PLAN

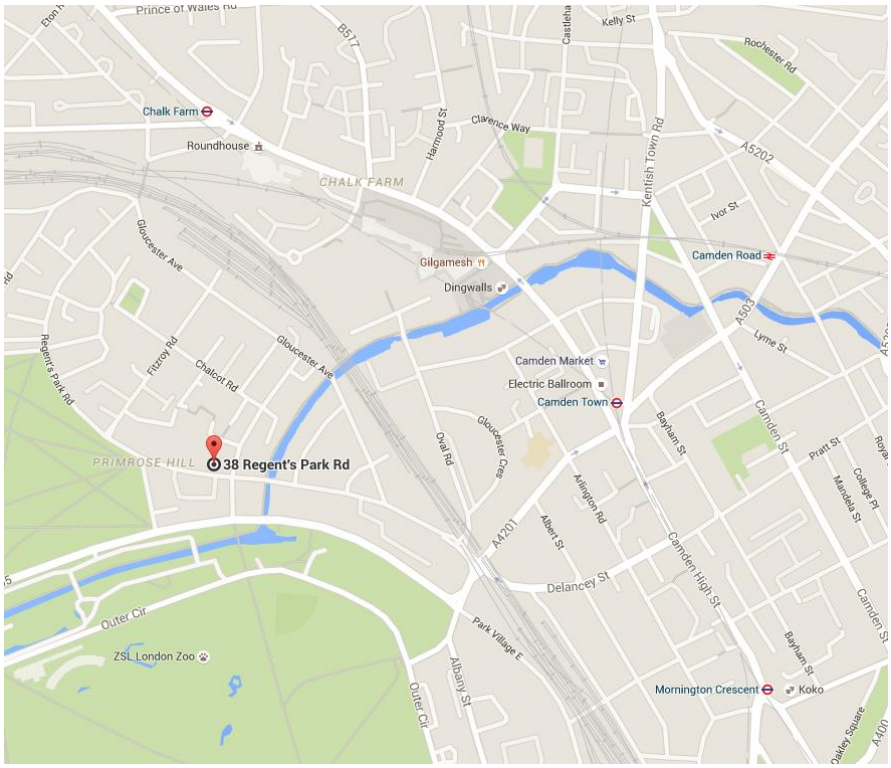
EXTERNAL AMENITY SPACE

EXISTING FOOTPRINT

ADDITIONAL ACCOMMODATION

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.).

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.



Public Transport

The property is very well served by public transport, with strong existing links to both rail and bus:

Tube (Northern Line)

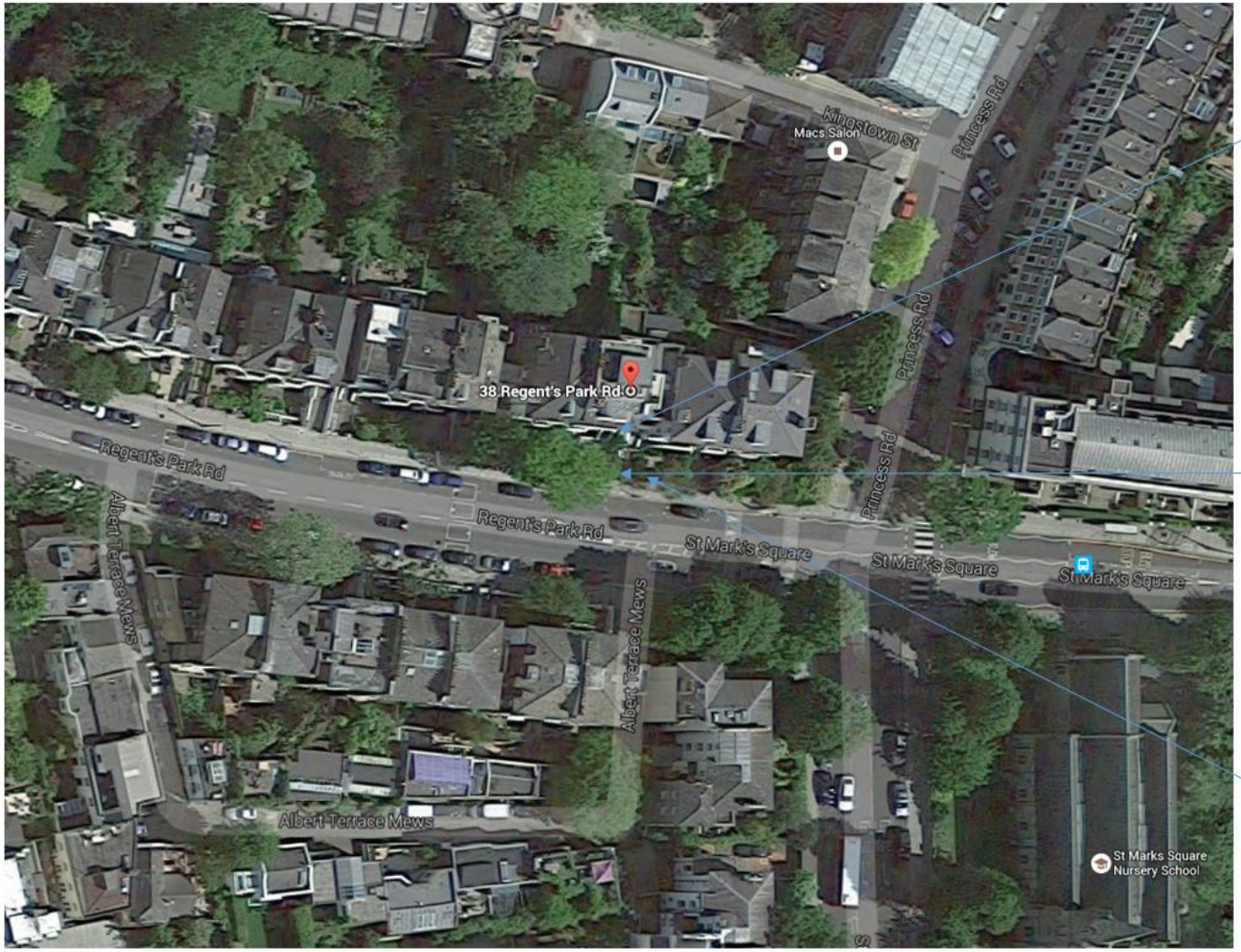
The site is located just over half a mile (10 min walk) from Chalk Farm Tube Station to the North, and the same distance from Camden Town Tube Station (East).

Bus

Stop K on the 274 Bus route is positioned almost immediately outside the property on Regents Park Road with links Eastbound to Angel, Islington and Westbound to Lancaster Gate at Hyde Park.

Rail

London Marylebone Station is a 30 minute walk away, through Hyde Park to the South, which has mainline rail links to Birmingham, Banbury, Bicester North, Gerrards Cross, High Wycombe and Aylesbury. As well as Underground Tube connection to the Bakerloo line.



Front Elevation of 38 Regents Park Road

Off- Street Parking

Pavement and Bay Parking

Camden

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).

30th August 2018 – 30th August 2019. A full programme will be submitted to the council when it has been established.

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 will be as above.

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.

N/A

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 letter was distributed to all the local residents listed on the correspondence list on the 31st January 2019, in addition the letter was emailed to the 3 named Ward Councillors on the 31st January 2019. This letter provided information on the planned scope of works and also contact details for questions and queries.

The letter reassured the residents that procedures will be in place to keep their safety at the highest priority and also the works will be carefully planned, managed and supervised to ensure the project doesn't affect them.

In addition, reassurances were given to the local residents that noise, vibration and dust control measures have been carefully planned and that no associated disturbance is likely.

All such consultations with the local environment will be undertaken in line with all previously accepted and adopted methodology to ensure the satisfaction of all parties involved.

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.

We will present a clean, professional and presentable image to staff, visitors and local residents and indeed anyone passing by the site, if only a visitor to the area. Safety and cleanliness is at top of our agenda and a good neighbour policy will extend to holding open evenings or local residents and issuing regular newsletters and notices to keep the neighbours up to speed with what is happening now and what is being planned for the future.

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".

We are registered to the 'Considerate Constructor Scheme' which is the national initiative, set up by the construction industry to improve its image. Our registration number is C2270. Sites and companies that register with the scheme sign up and are monitored against a code of considerate practice, designed to encourage best practice beyond statutory requirements. The scheme is concerned about any area of construction activity that may have a direct or indirect impact on the image of the industry as a whole. The main areas of concern fall into three main categories: the environment, the work force and the general public.

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.

Council please advise on the location of other sites.

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:

Shoreham Ltd

13a Priory Terrace
London NW6 4DG
07916 310 968
andrew@andrewkerrltd.com

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).

All fleet operators involved in the project must be accredited to the FORS scheme all operators will be verified prior to engagement, where accreditation is at Bronze level written assurances will be obtained to ensure that all requirements are met. FORS accreditation will support the expected high standards throughout the supply chain and ensure that all drivers have the necessary training and experience relevant to the environment.

Fleet operators will be expected to advise the Client and Principal Contractor of any accidents and incidents that may occur, in addition findings of investigations must be provided to aid improvements where possible.

All drivers of vehicles over 3.5t must have undertaken Safe Urban Driver training, evidence of this training may be requested at any time, failure to provide evidence upon request will result in removal from the supply chain.

All vehicle over 3.5t must be fitted with blind spot minimisation equipment such as Fresnel Lens or CCTV and audible left turn alerts.

Deliveries and traffic management will be managed by the on site management team who will operate a carefully coordinated delivery schedule. Our normal procedure is to agree a series of time slots using a booking in system providing 48 hours' notice. Deliveries will be carefully coordinated to avoid the busy times during the working day.

Due to the nature of the site and limited parking facilities available, contractors will be encouraged to use local transport to travel to and from the site.

All deliveries will be accompanied by a fully qualified banksman who will ensure any vehicle manoeuvres across the footpath are supervised at all times. Apart from a few exceptional items, all deliveries will occur between 09.30am and 15.30pm, in order to reduce the peak time traffic.

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:

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

Site Traffic

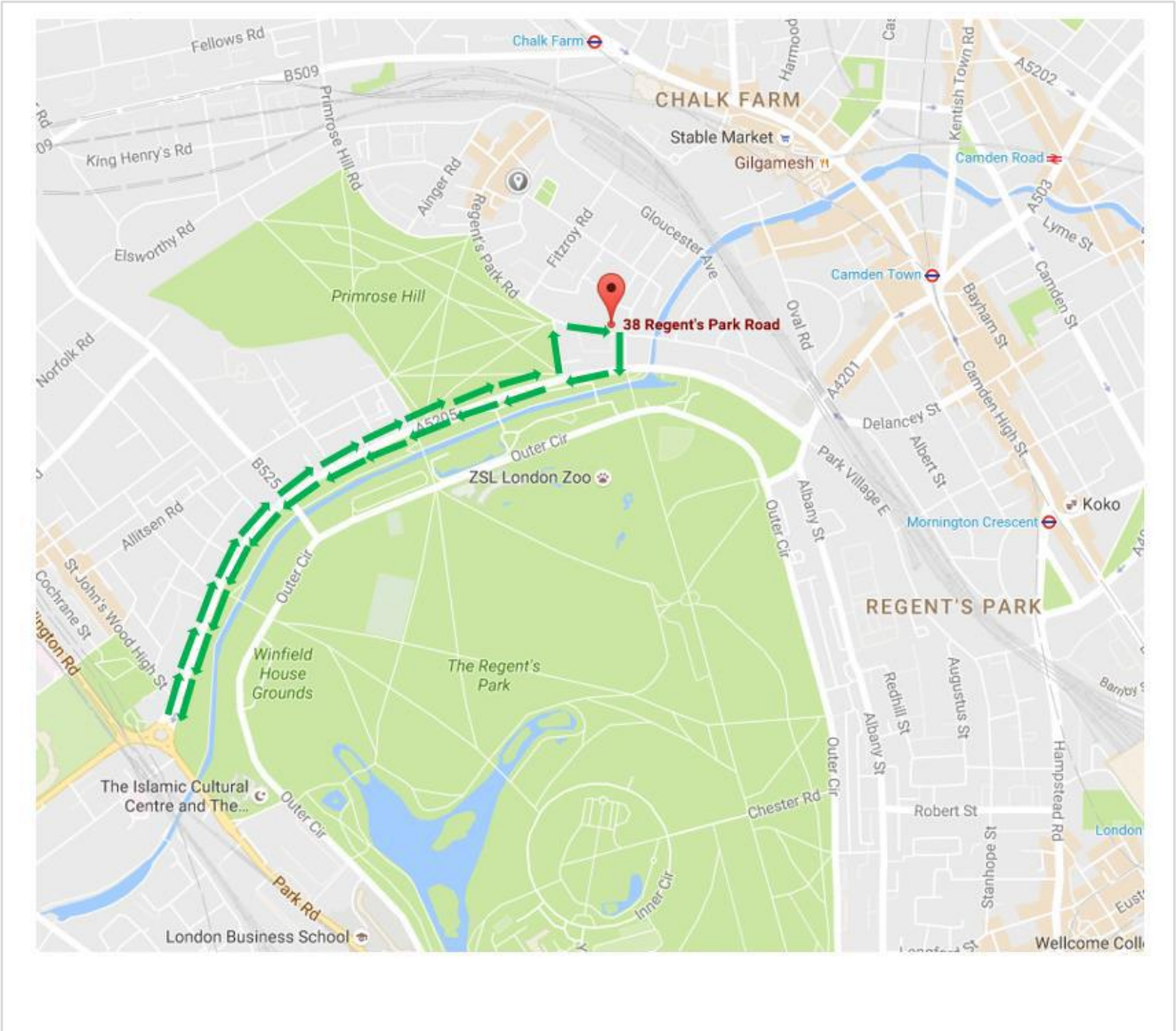
Sections below shown in blue directly reference the CLOCS Standard requirements. The CLOCS Standard should be read in conjunction with this section.

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

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

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

a. Please indicate routes on a drawing or diagram showing the public highway network in the vicinity of the site including details of links to the Transport for London Road Network (TLRN).


Fellows Rd
B509
Chalk Farm
CHALK FARM
Stable Market
Gilgamesh
Camden Road
King Henry's Rd
Primrose Hill Rd
Ainger Rd
Regent's Park Rd
Fitzroy Rd
Gloucester Ave
Elsworthy Rd
Primrose Hill
38 Regent's Park Road
Camden Town
Oval Rd
A4201
Bayham St
Camden St
Lyme St
Norfolk Rd
Delancey St
Albert St
Camden High St
Park Village E
Outer Cir
ZSL London Zoo
Koko
Mornington Crescent
Allitsen Rd
Albany St
REGENT'S PARK
St John's Wood High St
Cochrane St
Winfield House Grounds
The Regent's Park
Redhill St
Augustus St
Hampstead Rd
The Islamic Cultural Centre and The...
Chester Rd
Robert St
Stanhope St
Park Rd
Inner Cir
London Business School
Wellcome Coll

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.

We will ensure that all sub contractors and suppliers that are part of our supply chain who have to make deliveries to site will be members of Transport for London's Fleet Operator Recognition Scheme (FORS) or similar at the Bronze level. We will use our contractor selection process and procurement process to only select contractors who are members of FORS (or similar), by doing this we will be using drivers who are aware of the demands of driving large vehicles in central London in particular the awareness of cyclists.
By using suppliers and subcontractors who are FORS (or similar) members then all delivery vehicles will have:

- Have Side Guards fitted, unless it can be demonstrated to the reasonable satisfaction of the Employer, that the Lorry will not perform the function, for which it was built if Side Guards are fitted.
- Have a close proximity warning system fitted comprising of a front mounted, rear facing CCTV camera (or Fresnel Lens where this provides reliable alternative), a Close Proximity Sensor, an incab warning device (visual or audible) and an external warning device to make the road user in close proximity aware of the driver's planned manoeuvre.
- Have a Class VI Mirror
- Bear prominent signage on the rear of the vehicle to warn cyclists of the dangers of passing the vehicle on the inside.

21. Control of site traffic, particularly at peak hours: "*Clients shall consider other options to plan and control vehicles and reduce peak hour deliveries*" (P20, 3.4.6)

Construction vehicle movements are generally acceptable between 9.30am to 4.30pm on weekdays and between 8.00am and 1.00pm on Saturdays). If there is a school in the vicinity of the site or on the proposed access and/or egress routes, then deliveries must be restricted to between 9.30am and 3pm on weekdays during term time. (Refer to the *Guide for Contractors Working in Camden*).

A delivery plan should ensure that deliveries arrive at the correct part of site at the correct time. Instructions explaining such a plan should be sent to all suppliers and contractors**.** Consideration should be given to the location of any necessary holding areas for large sites with high volumes of traffic. Vehicles must not wait or circulate on the public highway. Whilst deliveries should be given set times to arrive, dwell and depart, no undue time pressures should be placed upon the driver at any time.

a. Please provide details of the typical sizes of all vehicles and the approximate frequency and times of day when they will need access to the site, for each phase of construction. You should estimate the average daily number of vehicles during each major phase of the work,

including their dwell time at the site. High numbers of vehicles per day and/or long dwell times may require vehicle holding procedures.

All deliveries will be made via the front of the property to the hoarded area. Shoreham Ltd will recognise the importance and sensitivity of the location in a busy district of London. Delivery drivers and companies should be advised that parking restrictions and highway regulations will be strictly enforced by the Police and Highway Authorities.

Vehicles will not be permitted to wait in adjoining streets for delivery, for these reasons it is imperative that a strict delivery regime is adhered to. No storage of materials or waste will be permitted within the unloading/loading area. All deliveries must be supervised and where necessary undertaken with the assistance of a competent Banksman.

Control of site traffic, particularly at peak hours

All deliveries will be managed by an on/off system. Due to the sensitive nature of the site due to size and location, materials will be delivered in conjunction with the programme of works to ensure that site traffic remains at a minimum and there isn't a build-up of materials.

Typical size of vehicles

The typical size of a vehicle will be a transit van, however materials may be delivered using 7 tonne trucks.

Due to the site location in regards to traffic and Primrose Hill Primary School in close proximity, delivery times will be between 09.30am-3pm on weekdays during school term time. This also means that deliveries will be carried out after/before peak traffic times

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

Council please to provide details.

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 deliveries will be prebooked and all delivery times will be known for each site. This will be controlled and managed by our on site Logistics Manager. This will be achieved via the use of our sub-contractor coordination meetings were will have short term look-a-head programmes that will include the booking of deliveries.

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.

Due to the nature of the works at Regents Park Road, we do not anticipate the need for any off site holding areas, this being due to the fact that the project within the is a "small project" and are "infill sites" that can be contained within each sites hoardings.

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).

Due to the nature of the works at Regents Park Road we do not anticipate the need for any construction material consolidation centres. We will be working with our supply chain to ensure that materials are delivered "just in time" for use on each site.

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

Please refer to question 23 of this CMP, this section contains details of access and egress routes to the site.

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

All deliveries are to be supervised by a traffic marshal and reported to the Site Manager. All deliveries will be prebooked so that the traffic marshal know when the delivery is coming and will take measures to ensure that the public are not affected by the delivery. The traffic marshal must be obeyed and no phones or hands-free kits are to be used whilst driving, either on site roads or on public roads.

Shoreham Ltd will plan works including; vehicle movement, deliveries, temporary routes and facilities to ensure that the safety of the public is maintained at all times.

All deliveries will be co-ordinated and programmed to alleviate pressure on the road network. Deliveries will have to be pre-booked with site so that there are not any delivery vehicles waiting in the street. This will be achieved via the use of our weekly sub-contractor meetings where deliveries will be planned and booked. Due to the site location in regards to traffic and Primrose Hill Primary School in close proximity, delivery times will be between 09.30am-3pm on weekdays during school term time. This also means that deliveries will be carried out after/before peak traffic times.

All suppliers and sub-contractors who are supplying materials to the site will be issued with a transport plan which will include a prescribed route into the site to deliver materials from the Transport for London Road Network; refer to plans earlier in this CMP.

As part of our plans to mitigate the impact of the project and its deliveries on the road network we will in the first instance look to our supply chain to store materials off site and only deliver the materials when they are needed.

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).

Detailed swept path analysis has not been carried out due to the fact that the site is accessible for the expected vehicle deliveries.

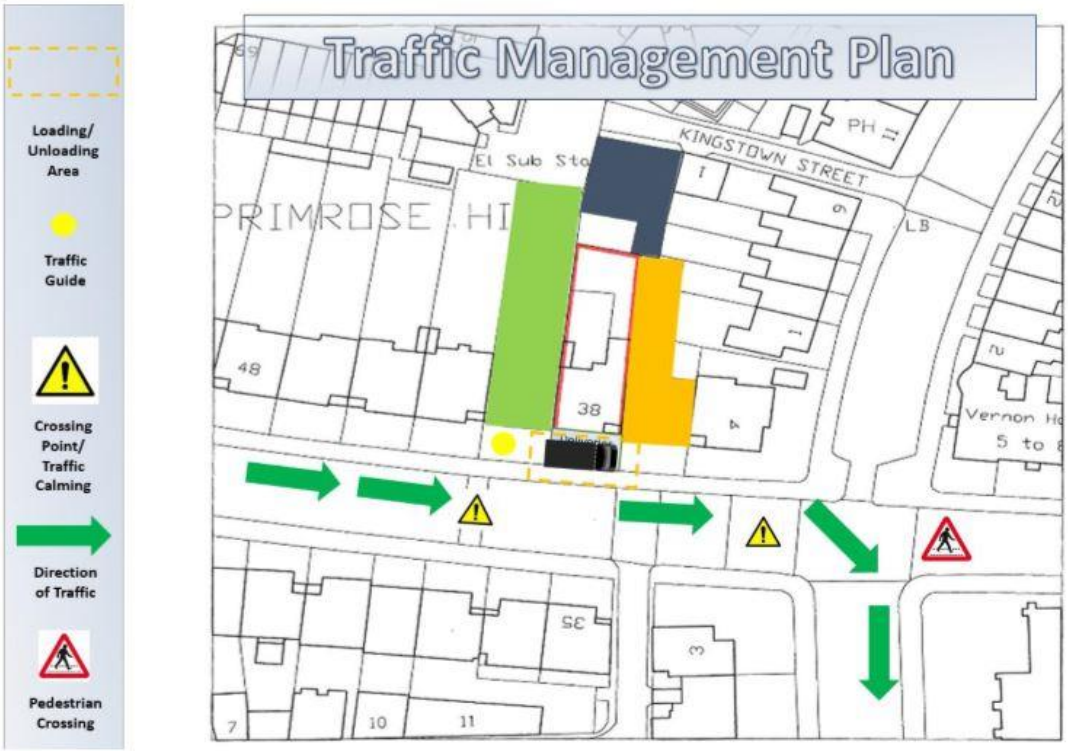
d. Provision of wheel washing facilities should be considered if necessary. If so, please provide details of how this will be managed and any run-off controlled.

In order to keep roads and footpaths free from deposits of soil, mud and the like we will ensure that the wheels of any vehicles leaving this site are thoroughly cleaned and hosed down prior to going on the public roads. If any mud or construction debris does get onto the street within the vicinity of the site then these areas will be keep clean via the use of water hoses and manually swept. In addition a mechanical road sweeper will be used to clear any debris.

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 deliveries are to be supervised by a traffic marshal and reported to the Site Manager. All deliveries will be pre-booked so that the traffic marshal knows when the delivery is coming and will take measures to ensure that the public are not affected by the delivery. The traffic marshal must be obeyed and no phones or hands-free kits are to be used whilst driving.

There is only one parking bay off the road and resident permit parking bays at the front of the property. This means that a temporary loading area will be set up using barriers and cones at the front of the property.

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.

No bay suspension requests proposed.

25. Scaled drawings of highway works

Please note that use of the public highway for storage, site accommodation or welfare facilities is at the discretion of the Council and is generally not permitted. If you propose such use you must supply full justification, setting out why it is impossible to allocate space on-site. You must submit a detailed (to-scale) plan showing the impact on the public highway that includes the extent of any hoarding, pedestrian routes, parking bay suspensions and remaining road width for vehicle movements. We prefer not to close footways but if this is unavoidable, you should submit a scaled plan of the proposed diversion route showing key dimensions.

- a. Please provide accurate scaled drawings of any highway works necessary to enable construction to take place (e.g. construction of temporary vehicular accesses).

N/A

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

N/A

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).

We do anticipate that there will be connections made on each of the site to the passing utility mains (gas, water, electric & sewers). This will mean that each of these utility companies will need to apply to Camden for the necessary licenses for each operation. We will be coordinating this process and will seek to minimise the opening up of the highway for these connections by getting the utility companies to work under one closure notice per site.

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.

The general public/pedestrians will have the right of way along the pathways that surround the site. We do not envisage the need for any pavement closures.
The Site Manager will also ensure that the external perimeter of the site is regularly patrolled (twice a day) to ensure that any debris is kept clear of the pavements.
Should there be any complaints arising from the works, local residents will be able to call personally to the site offices. Any residents visiting site to raise a complaint will be requested to sign-in and our security guard will escort the visitor to the site offices.
We will as part of our sub contractor procurement process ensure that all sub contractors and suppliers delivering materials to the site follow the conditions outlined in the Standard for Construction Logistics and Cyclist Safety (CLOCS).

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.

N/A

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Environment

To answer these sections please refer to the relevant sections of **Camden's Minimum Requirements for Building Construction (CMRBC).**

28. Please list all noisy operations and the construction method used, and provide details of the times that each of these are due to be carried out.

A summary of the works in scheduled order is detailed in the table below.

Summary of Construction Programme

Phase	Activity	Duration
1 - Front Elevation Works	Cutting metal frame and carefully removing glass from existing stairway facade	1 day
	Form concrete padstones in existing brick wall at first and second floor balcony level	2 days
2 - Basement Flat Works	Boarding windows	1 day
	Soft strip out works	5 days
	Demolish internal brick/block walls	4 days
	Form holes in internal brickwork walls for steel needles	2 days
	Break out concrete slab for underpinning works	25 days
	Remove Basement Concrete Slab	5 days
	Excavate new foundation trenches and bases	5 days
	Form concrete padstones in existing brick wall and mixing concrete for foundation works	3 days
	Mixing concrete for basement slab	4 days

Waste management and excavation activities will be performed by hand rather than machine. Please note that waste management and excavation activities have been based on the available machine-based measurements provided in BS 5228:2009 and as such, can be considered worst-case predictions for these activities.

Furthermore, mains power is available from site and therefore generators will not be required.

The construction activities listed above have been estimated with assistance from CN Associates. Noise levels have been approximated using the database of plant included in BS5228:2009 – Part 1.

Also included is the estimation of the 'on-time' of each item of equipment – i.e. the percentage of the day in which the equipment will be in use during the phase of work. Please note – for the purpose of these calculations we have assumed that work will be carried out over the entire working day (10 hours – 08:00-18:00) and therefore an on-time of 80% would correspond to 8 hours. The London Borough of Camden's "Minimum Requirements for Building/Construction/Demolition Sites" identifies time periods that typically acceptable for operations and ancillary works which are audible at the site boundary.

08:00 - 18:00 hours (Monday to Friday)
08:00 - 13:00 hours (Saturday)
No noisy working is permitted on Sundays, Bank or Public Holidays.

For this development noisy operations will be restricted to between 08.30 and 17.00 hours from Monday to Friday.

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.

In accordance with the requirements of the Local Authority, monitoring of the prevailing background noise was undertaken over the following 24 hour period:

12:00 hours Wednesday 8 November to 16:00 hours Thursday 9 November 2017

The results of this environmental noise survey have been reported by RBA Acoustics in Section 1.0 of their Construction Noise report dated 4 December 2017.

30. Please provide predictions for noise and vibration levels throughout the proposed works.

Noise levels have been predicted using the methodology set out in BS 5228 at the site boundary to the front and rear of the development.

The approach taken is to determine the activity L_{Aeq} noise level (at a standard distance) of the equipment and then calculate the noise level at the point of interest by applying corrections to account for:

- The number of plant items
- Periods of operation of processes and plant
- Distances from sources to receiver
- Screening losses
- Reflection from the façade

It should be noted that the noise levels are not expected on every day of the construction period, but rather only when there are intense periods of activity. As such this assessment will inevitably tend to be a pessimistic and worst-case description of the predicted noise levels.

Predicted Noise Levels

Activity	Total for Activity (dBA)	
	Noise Prediction Position 1 (Front)	Noise Prediction Position 2 (Rear)
Phase 1 - Front Elevation Works		
Cutting metal frame and carefully removing glass	79	56
Form concrete padstones in existing brick wall at first and second floor balcony level	78	55
Phase 2 – Basement Flat Works		
Boarding windows	83	83
Soft strip out works	76	55
Demolish internal brick/block walls	78	73
Form holes in internal brickwork walls for steel needles	63	63
Break out concrete slab for underpinning works	78	73
Remove Basement Concrete Slab	76	66
Excavate new foundation trenches and bases	76	53
Form concrete padstones in party wall brick wall	64	64
Mixing concrete for foundations and basement slab	48	48

The predicted noise levels are typical of construction site noise at site boundaries with the exception of 'Boarding the Windows' which is a short-term (1 day) activity to install improved noise control mitigation measures.

Furthermore, all the proposed activities on site are proposed to be over a short period and as such are untypical of London based construction sites. As a result, with due prior warning, it is likely local residents will be more forgiving of short term works such as these when compared to larger more lengthy projects.

It is impossible to accurately quantify vibration levels of such works. However, there are two types of vibration impact that need consideration: the effects on people or equipment within buildings and the effect on buildings (or other structures) themselves.

The level at which vibration is perceptible / annoying to occupants is much lower than that required to result in cosmetic damage. As a result, London Borough of Camden provide the following guidance regards vibration alert levels:

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

As stated in BS 5228 'for construction it is considered more appropriate to provide guidance in terms of PPV, since this parameter is likely to be more routinely measured based upon the more usual concern over potential building damage.'

BS 5288 refers to BS 7385: Part 2: 1993, in the case of effects on the buildings, including structures and certain types of installation, for guidance on acceptable values of transient vibration for avoidance of cosmetic damage to buildings.

In our experience, typically vibration limits of PPV 2 mm/s are considered appropriate for assessing occupant comfort whereas PPV 15 mm/s is typically adopted as the limit for cosmetic damage to buildings.

We recommend a PPV target for vibration (in terms of trigger monitoring) initially be set at 5 mm/s. With reference to the above it can be seen that this target is comfortably below the PPV levels required for cosmetic damage. An 'early warning' trigger level of 2 mm/s will provide consideration for human response.

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.

It is recognised that the nearest noise and vibration receptor will be the neighbouring properties located at 36 and 40 Regents Park Road.

Shoreham Ltd shall ensure that disruptive sound levels will be kept to a minimum. A variety of measures will be used to facilitate either complete removal
or reduction of noise transmitted from site using best practicable means.
Where possible noise produced by work activities has been reduced or removed by design.

All approved contractors (including demolition) will be required to submit their site-specific risk assessment and method statement prior to works being authorised – these documents will be evaluated for suitability and sign off. A key criterion for these documents will be mitigation measures to control noise, vibration and dusts levels during the phase of works.

Noise and vibration mitigation measures that will be expected include, but are not limited to the following -

- Coordinated delivery times and efficient traffic management to prevent queuing traffic accessing the site.
- Ensuring plant has sound reduction measures (mufflers, baffles or silencers) where available.
- Utilising construction techniques that minimise the production of noise.
- Utilisation of baffle system during the demolition process.
- Where available the quietest and newest vehicles, plant and tools will be used as a preference
- Strict adherence to the site working hours.
- Localised shrouding of plant in accordance with BS5228.
- Using acoustic hoarding where necessary.
- Site team to carry out daily noise surveys at perimeter of site and record findings.
- Implement action plan where noise levels exceed acceptable levels.
- Positioning plant away from properties.
- Machines in use will be throttled down to a minimum.
- Cutting operations will be kept off site as much as possible by prefabrication.

Furthermore, basement flat windows will be boarded-up with a minimum of 1No. layer of 9 mm plywood throughout the duration of Phase 2. Associated activities will be undertaken within the basement flat as far as reasonably possible. It is assumed that the proposed boarded-up windows will provide a minimum of 15 dBA of attenuation.

Shoreham Ltd will be vigilant in terms of potential valid complaints, where such a complaint is received works will cease until and will not restart until all parties involved are satisfied with any changes in work process.
In the case of a valid complaint the following items will be implemented –

- A noise report dealing with the effect of noise from the works at the nearest receptors
- The prediction of noise levels at the potential noise receptors

Where there is evidence that noise and/or vibration levels have either exceeded or are likely to exceed (through complaint or data from monitoring). All associated works will cease immediately, no work will be permitted to recommence until suitable controls have been investigated and implemented to reduce noise and vibration to a permissible level. Continual monitoring will be maintained to ensure levels remain at a suitable level.

All potential noise/vibration reduction measures will be discussed with the relevant members of the site including Principal Contractor and relevant sub-contractors, and subsequent improvements will be cascaded to other sub-contractors either by tool box talk or site notice board so as to facilitate shared learnings throughout the site team.

Where necessary any changes in working practice will be communicated to the local community to support continuous liaison.

A complaints register will be kept on site at all times so to log and track improvements, the register will contain the following information:

- Complainants details
- Time and date of complaint
- Causes of compliant
- Actions taken to resolve complaint
- Time and date of actions taken
- Reasons for any unresolved complaint

There are Best Practical Means (BPM) procedures that the contractor will adopt to ensure disruption to adjoining receptors is as low as can be practical. Measures to mitigate noise and vibration include:

- Careful selection of site preparation and construction methods and plant used to minimise noise at source as far as reasonably practicable.
- The use of the quietest and newest vehicles/plant machinery.
- Fit effective exhaust silencers to vehicles and mechanical plant
- Plant to be operated in such a manner as to minimise noise emissions.
- Use of electric and electro-hydraulic plant and equipment where practical.
- Switching off engines when not in use.
- Regular maintenance and servicing of plant and equipment.
- The use of acoustic barriers when appropriate.
- Use of non-percussive tools and equipment where practical.
- All plant and equipment to be used for the works will be properly maintained, silenced where appropriate and operated to prevent excessive noise and switched off when not in use and where practicable.
- Adoption of 'quiet hours' where there are no noisy works permitted.
- Plant will be certified to meet relevant current legislation and BS5228 standards;
- All trade contractors to be made familiar with current legislation and the guidance in BS5228 (including Noise at Work considerations to protect people on site)
- Noise complaints will be reported to the contractor and immediately investigated.

It is impossible to accurately quantify the vibrational impact of such works, however, in the first instance, demolition work methods which result in the lowest levels of impact to the structures

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

The Shoreham Site Manager will have attended the Site Managers Safety Training Scheme by the CITB, in addition all sub-contractor Site Supervisors will have attended the Site Supervisors Safety Training Scheme by the CITB.

Noise awareness will be cascaded via toolbox talks in line with the requirements and recommendations outlined within BS5228:2009.

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

Key legislation on the control of dusts will be followed and adhered to at all times throughout the site and throughout the works life cycle, including but not limited to the following:

- Control of Pollution Act 1974
- Environmental Protection Act 1990 (ss79-82)
- BS 5228:1997, Code of Practice on Construction and Open Site.

At the time of writing we have appointed our demolition contractor who is currently preparing their detailed Risk Assessment and Method Statement – these documents will confirm the controls,
checks and monitoring that will be put in place in connection with the control of dust and noise on site during the demolition.

The philosophy for dust control measures for all those on site will be hierarchical, and as such will start with prevention techniques through to suppression and containment.

All subsequent works will be managed and monitored through task specific risk assessment and method statement, that will outline the specific controls being implemented for each task and will be included in the development of the Dust Management Plan (DMP) outlined below.

Site operations will be controlled so that all plant and machinery noise emissions (including the provision of ventilation, heating and cooling) shall be designed, installed and operated at noise levels that do not cause noise nuisance to the nearest adjoining residential properties.
We will, with our demolition and construction contractors implement a Dust Management Plan (DMP) that we will seek input and approval of from Camden.

The DMP will include but not be limited to:

- Monitoring of dust levels – in agreement with Camden
- Reacting to results from dust monitoring
- Establish site recording of levels of dust
- Plan our site management and logistics so that receptors for demolition arisings are not located where they might cause a nuisance to our neighbours
- Avoid site run off from vehicles
- Regular boundary inspections
- Use scaffold protection screeds
- Clean down hoardings using wet cleaning methods
- Establish hard standing areas for clean down vehicles before they leave site – including wheel washing facilities
- Keep the public highway clear of any debris using wet cleaning methods
- Damp down any stock piled excavated materials on site
- Water suppression will be used during demolition

The overarching principal of the DMP will be to remove or reduce to as low a level as practicable the volume of dust created by the site activities.

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.

Shoreham Ltd will deploy the use of a mechanical road sweeper to clear the road of excessive dust and dirt as a result of site operations – however any vehicle leaving site will be cleaned first.

35. Please provide details describing arrangements for monitoring of noise, vibration and dust levels.

The aim of Alert Action Levels is to provide a feedback loop to the demolition/construction team with related actions as follows:

Amber Alert – site team should consider this as a "be aware "alert. No specific action is required.
Red Alert – site team should stop the relevant activity causing the exceedance and give consideration to alternative working methods to minimise noise/vibration. Contractor to issue an event report relating to each alert received. This will include details of the exceedance, associated cause and action taken.

With reference to noise monitoring, BS5228 states that the need, and frequency, of noise and vibration monitoring will be determined by the specific circumstances of the site. There are typically two types of noise and vibration monitoring; attended spot measurements and long-term continuous measurement. London Borough of Camden's 'Minimum Requirements for Building/Construction/Demolition Sites' states:

"Noise monitoring shall be undertaken using a combination of semi-permanent (continuous) and attended monitoring methods. The locations of the semi-permanent (continuous) and attended monitoring and the frequency of the sampling have previously been agreed with London Borough of Camden in writing."

Notwithstanding this, given the scale of the project at 38 Regent's Park Road, the requirement for continuous monitoring of noise and/or vibration to be unnecessary and therefore suggest that, unless this is specifically required by London Borough of Camden, attended monitoring (only) should be undertaken at the following intervals:

"…noise monitoring to be carried out at the start and at regular intervals during each task period."

Attended spot noise measurements can typically be undertaken by the contractor by purchasing a suitable sound level meter (BS5228 provides guidance on technical specification). Measurements can then be undertaken as part of an identified schedule with a record kept of measured levels.

With regards to the above the following alert external noise levels and vibration levels are proposed at all measurement positions:

Table 8061/T9 – Proposed Alert Levels with Designations

Alert Level	Designation	Noise Level Limit	Vibration Level
1	Amber	-	2 mm/s PPV
2	Red	75 dB $L_{Aeq,10hour}$	5 mm/s PPV

36. Please confirm that a Risk Assessment has been undertaken at planning application stage in line with the GLA's Control of Dust and Emissions Supplementary Planning Guidance (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.

Currently unavailable. This will be carried out before works begin.

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.

Currently unavailable. This will be carried out before works begin.

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.

The site is not High Risk.

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 rodent assessment report will be obtained from a British Pest Control Association (BPCA) registered company 28 days prior to works commencing.

The report will demonstrate the existence/non-existence of rats and mice using baiting techniques and show how rodents on site are to be prevented from escaping the site during the works.

During construction and deconstruction phases the site will be kept clean and tidy so as to prevent the attraction of rodents.

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

A Refurbishment and Demolition Survey that conforms with the Control of Asbestos Regulations 2012 will be conducted 28 days prior to works commencing and all recommendations will be implemented.

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.

We do not tolerate any bad language or unnecessary shouting on our sites. We operate a "red card" system whereby any operative found to be acting in an anti social way or smoking outside of designated smoking area will be given a "red card" and asked to leave the site immediately.

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): August 2018 – August 2019

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

c) Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y/N): N/A

d) Please provide evidence to demonstrate that all relevant machinery will be registered on the NRMM Register, including the site name under which it has been registered:

e) Please confirm that an inventory of all NRMM will be kept on site and that all machinery will be regularly serviced and service logs kept on site for inspection:

f) Please confirm that records will be kept on site which details proof of emission limits, including legible photographs of individual engine plates for all equipment, and that this documentation will be made available to local authority officers as required:

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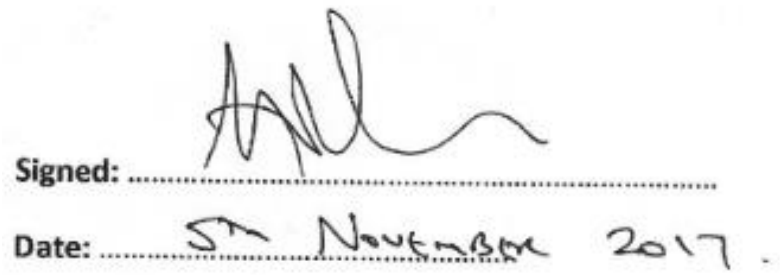
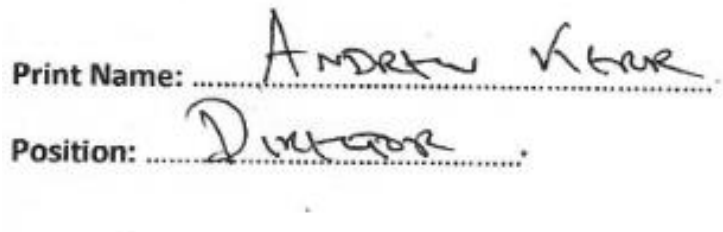
Agreement

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.





Please submit to: planningobligations@camden.gov.uk

End of form.