Construction Management Plan

pro forma v2.2

Camden

Contents

Revisions & additional material

Please list all iterations here:

Date	Version	Produced by

Additional sheets

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

Date	Version	Produced by

Introduction

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

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

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

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

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

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

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

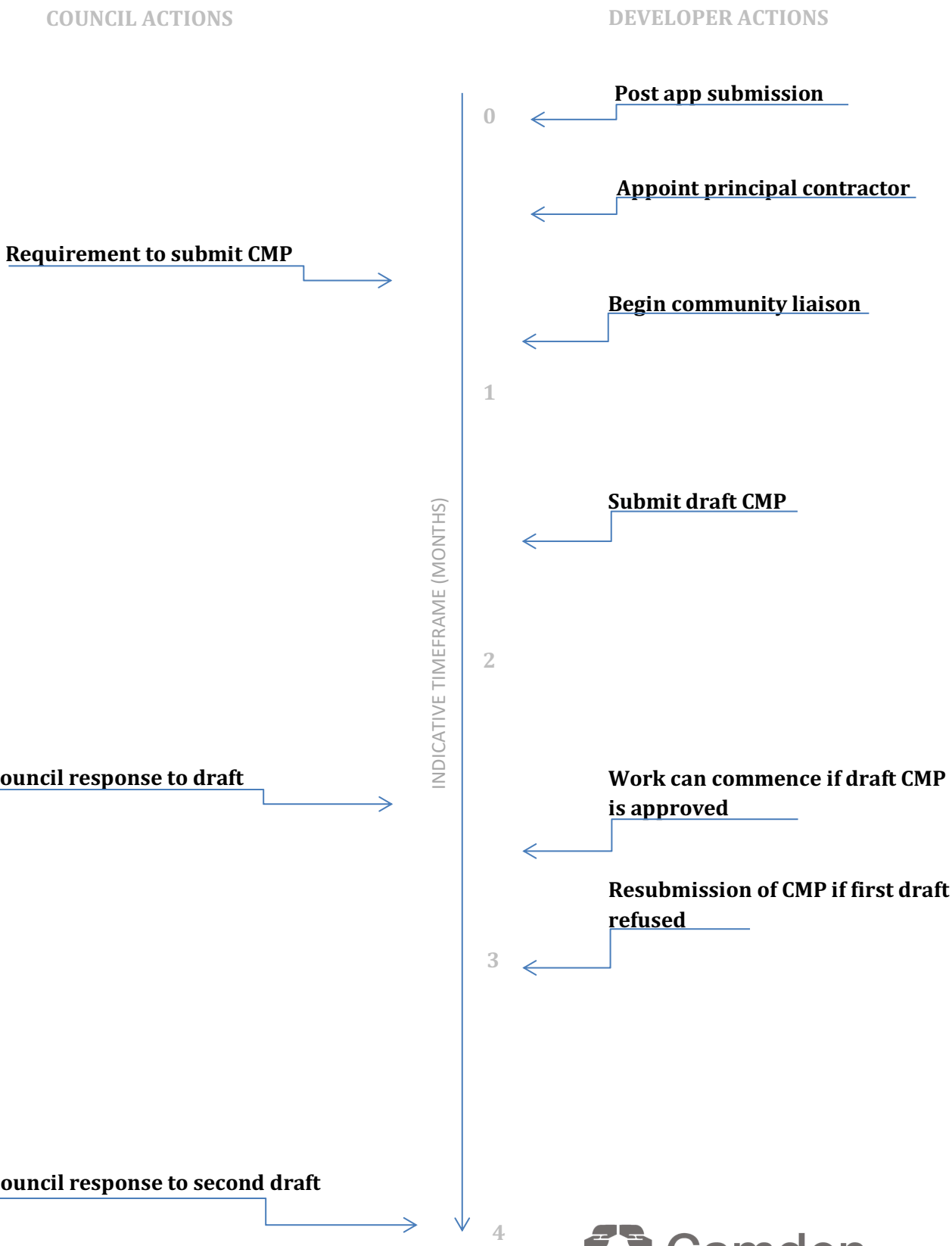
Please complete the questions below with additional sheets, drawings and plans as required. The boxes will expand to accommodate the information provided, so please provide as much information as is necessary. **It is preferable if this document, and all additional documents, are completed electronically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

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

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

Revisions to this document may take place periodically.

Timeframe


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: 36 Avenue Road, London, NW8 6HS

Planning reference number to which the CMP applies: 2015/3328/P

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

Name: MARTIN ZUBCAK

Address: MY Construction Unit 5 Sayer House, Oxgate Lane, London NW2 7JN

Email: martinz@myconstruction.co.uk

Phone: 0208450 5747/ 07891 046285

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: MARTIN ZUBCAK

Address: MY Construction Unit 5 Sayer House, Oxgate Lane, London NW2 7JN

Email: Martinz@myconstruction.co.uk

Phone: 0208450 5747/ 07891 046285

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: N/A

Address:

Email:

Phone:

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: MY Construction & Carpentry Ltd

Address: 103 High Street, Waltham Cross, Herts. EN8 7AN

Email: info@myconstruction.co.uk

Phone: 0208 450 5747

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 Avenue Road, within the London Borough of Camden approximately 650 metres northeast of St John's Wood Tube Station and immediately west of Radlett Place. The site is located within a predominantly residential area and is located approximately 400 metres south of the UCL Academy and 400 metres north of St. Christina's School. A site location plan is appended to this CMP.

The site is bound to the south by Avenue Road, to the east by Radlett Place and to the north and west by adjacent properties. Vehicle access to the property is provided from two points on Avenue Road. These provide access to an area of hard standing outside the frontage of the property.

The development proposals comprise the demolition of the existing building and the construction of a two storey basement under the footprint of the new house and part of the front and rear garden and the reconstruction of a three storey superstructure on top."

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).

"As outlined above the development proposals comprise the demolition of the existing building and the construction of a two storey basement under the footprint of the new house and part of the front and rear garden and the reconstruction of a three storey superstructure on top. Avenue Road fronts the site to the south and operates a two-way system which is subject to a 30mph speed limit in the immediate vicinity of the site. On carriageway cycle lanes are present in both directions on Avenue Road. Radlett Place bounds to site to the east and is a single track road which provides access to no. 1 Radlett Place.

The main challenges relating to the development are the close proximity of the site to adjacent residential developments and the proximity of the site to the UCL Academy and St. Christina's School. Thus, measures will need to be put in place to mitigate against disruption to the function of the school, especially during morning and afternoon drop off/pick up times.

In addition to this, in order for the development works to proceed the gates across the southern entrance to the property will need to be removed and the entrance widened slightly to ensure that sufficient width is provided for construction vehicles to access the site."

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 detached property with outdoor space to the front and rear of the property. The site is bound to the north and west by adjacent properties (38 & 34 Avenue Road and 1 Radlett Place which 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.

"Motion drawing 1902007-01, 1902007-02, 1902007-TK01 shows the existing highway arrangement in the vicinity of the site." THIS IS ALSO TO CONFIRM THAT ANY GATES IN EXTERNAL HOARDING WILL OPEN INWARDS INTO THE 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).

"As planning approval has yet to be granted, the programme below provides an indication of the duration of each phase

of the works. The programme will be updated with the dates envisaged for each phase of works once planning permission has been granted and the date for works to start on site has been determined. At present it is envisaged that the total project duration will be approximately 65 weeks."

"Phase""Weeks"

"Site Setup" 3

"Demolition" 5

"Excavation" 15

"Structural Works" 21

"Non-Structural Works/ Internal Fit Out/ Site Clear Up" 21

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 working hours for the site will be between 0800 and 1800 Monday to Friday, 0800 and 1300 on Saturdays. No works will be permitted on Sundays or Public Holidays."

12. Please indicate if any changes to services are proposed to be carried out that would be linked to the site during the works (i.e. connections to public utilities and/or statutory undertakers' plant). Larger developments may require new utility services. If so, a strategy and programme for coordinating the connection of services will be required. If new utility services are required, please confirm which utility companies have been contacted (e.g. Thames Water, National Grid, EDF Energy, BT etc.) You must explore options for the utility companies to share the same excavations and traffic management proposals. Please supply details of your discussions.

Entry ducts and chambers will be constructed within the site during demolition. It is envisaged that service connections in the highway will take place in a construction phase, and will be coordinated with the relevant utilities."

Community Liaison

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

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

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

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

Cumulative impact

Sites located within high concentrations of construction activity that will attract large numbers of vehicle movements and/or generate significant sustained noise levels should consider establishing contact with other sites in the vicinity in order to manage these impacts.

The Council can advise on this if necessary.

13. Consultation

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

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

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

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

Newsletters have been sent to these neighbours. An example is attached at Appendix.

34 Avenue Road, London, NW8 6BU
38 Avenue Road, London, NW8 6HS
Former 1 Radlett Place, London, NW8 6BT

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.

"Within the site management team, a single point of contact will be made at a suitable level of seniority to liaise with the local neighbours. A Senior Project Manager will be the liaison contact point throughout the contract.

Prior to commencement the Senior Project Manager will have the ultimate responsibility on site and the necessary authority to direct operations.

Prior to commencement the senior project manager will notify neighbouring properties and arrange a pre-construction meeting. Information will be distributed to the neighbours on a regular basis to advise them of our planned operations and any impact they may have upon them.

An updated newsletter will be produced and distributed accordingly, keeping the local community informed of the progress and any changes to the project. We will establish regular meetings for the community to discuss to ensure their opinions and requirements are aired and accounted for.

Members of the public will be able to communicate with us via a dedicated “24/7 hot line”."
"The number will be posted on our hoarding and distributed to the neighbours in all of our regular news letters."

"During the Construction period, a Complaints Register will be maintained, and resident notifications will be carried out in accordance with Camden's Minimum Requirements."

15. Schemes

Please provide details of your ‘Considerate Constructors Scheme’ registration, and details of any other similar relevant schemes as appropriate. Contractors will also be required to follow the “Guide for Contractors Working in Camden” also referred to as “Camden’s Considerate Contractors Manual”.

"The site is now registered with the Considerate Constructors Scheme. Site registration is ID 70082. See attached email confirmation from CCS. We confirm also that we will follow the Guide for Contractors Working in Camden"

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 aware of consented 2 large developments under construction at north end of Avenue Road both using Avenue Road as an access/ egress route

The Construction Project Manager liaises with the Project Managers of the consented developments to ensure that deliveries are coordinated where possible. The contractor will continue to monitor the progress of planning applications in the area and will ensure that deliveries are coordinated with any other consented schemes if appropriate. As the construction begins close liaison with other contractors will be maintained.

Transport

This section must be completed in conjunction with your principal contractor. If one is not yet assigned, please leave the relevant sections blank until such time when one has been appointed.

Camden is a CLOCS Champion, and is committed to maximising road safety for Vulnerable Road Users (VRUs) as well as minimising negative environmental impacts created by motorised road traffic. As such, all vehicles and their drivers servicing construction sites within the borough are bound by the conditions laid out in the CLOCS Standard.

This section requires details of the way in which you intend to manage traffic servicing your site, including your road safety obligations with regard to VRU safety. It is your responsibility to ensure that your principal contractor is fully compliant with the terms laid out in the CLOCS Standard. It is your principal contractor's responsibility to ensure that all contractors and sub-contractors attending site are compliant with the terms laid out in the CLOCS Standard.

Checks of the proposed measures will be carried out by the council to ensure compliance. Please refer to the CLOCS Standard when completing this section. Guidance material which details CLOCS requirements can be accessed here, details of the monitoring process are available here.

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

Please refer to the CLOCS Overview and Monitoring Overview documents referenced above which give a breakdown of requirements.

CLOCS Contractual Considerations

17. Name of Principal contractor:

MY Construction and Carpentry Ltd.

18. Please submit the proposed method for checking operational, vehicle and driver compliance with the CLOCS Standard throughout the duration of the contract (please refer to our CLOCS Overview document and Q18 example response).

"The Client will ensure by random vehicle checks that the Contractor is maintaining a checking process to ensure compliance with CLOCS Standard point 3.4.7.

The Contractor will maintain a record of checks on vehicle and operator compliance with the following items:

Fleet operator quality certification; Fleet operator collision reporting;

Driver adherence to traffic routing requirements; Warning signage on all vehicles over 3.5 tGVW;

Side under-run guards fitted on all vehicles over 3.5 tGVW;

Blind spot aids as required to all vehicles over 3.5 tGVW and over 7.5 tGVW; Vehicle audible warning for left turn etc to all vehicles ver 3.5 tGVW; Training of drivers for safety of vulnerable road users especially pedestrians and cyclists."

19. Please confirm that you as the client/developer and your principal contractor have read and understood the CLOCS Standard and included it in your contracts. Please sign-up to join the CLOCS Community to receive up to date information on the standard by expressing an interest online.

I confirm that I have included the requirement to abide by the CLOCS Standard in my contracts to my contractors and suppliers:

"Confirmed" MY Construction and Carpentry Ltd on behalf of Clayton Business Ltd.

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

Site Traffic

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

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

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

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

a. Please indicate routes on a drawing or diagram showing the public highway network in the vicinity of the site including details of how vehicles will be routed to the Transport for London Road Network (TLRN) on approach and departure from the site.

It is proposed that construction vehicles will approach the site from the north on the B525 Avenue Road and will drive just past the site and reverse back into the southern access point to the property. Vehicles would exit the site in a forward gear making a right turn onto Avenue Road and travel northbound to meet the A41. All vehicles will utilise the driveway on site to stop and load and all vehicles movements will be managed by a trained banksman. A vehicle routing plan is shown in Appendix A. Due to the proximity of the site to a school, deliveries will be limited to between 0930 and 1500 on weekdays during term time.

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.

Contractors and delivery and waste hauliers will be sent a copy of the traffic route map with their order. All vehicular movement both to and from site will be controlled by a full time security guard or traffic marshal. The traffic marshal will ensure all deliveries are removed from the public highway, and Avenue Road, and on to site via a temporary hard standing area set back from Avenue Road, as shown on the Logistics Plan. This will minimise the construction impact on the neighbouring environment. This unloading area will be sited at the front of the proposed dwelling, throughout the construction works.

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.

As the site is located near school construction vehicle movements to and from the site therefore will to be scheduled to take place between 0930 and 1500 hours on Monday to Friday during school, between 0930 and 1630 hours on Monday to Friday during school holidays and between 0800 and 1300 hours on Saturdays

"Estimated/ typical vehicle sizes/ frequency:"

"3.5-7.5 tonne vans/ trucks:" "2-3 no. per day throughout the contract;"

"8 yard skips:" "1-2no. per week throughout the contract;/ "2-3 no. per day during demolition"

"16 tonne tipper lorries:" "8-9 per day during bulk excavation"

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

We are aware of consented 2 large developments under construction at north end of Avenue Road both using Avenue Road as an access/ egress route

The Construction Project Manager will liaise with the Project Managers of the consented developments to ensure that deliveries are coordinated where possible. The contractor will continue to monitor the progress of planning applications in the area and will ensure that deliveries are coordinated with any other consented schemes if appropriate.

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.

“Drivers will be advised by mobile phone of approximately 1-hour delivery slots as far as practicable."

d. Please identify the locations of any off-site holding areas (an appropriate location outside the borough may need to be identified, particularly if a large number of delivery vehicles are expected) and any measures that will be taken to ensure the prompt admission of vehicles to site in light of time required for any vehicle/driver compliance checks. Please refer to question 24 if any parking bay suspensions will be required for the holding area.

"This is not required for this project. The project manager will control deliveries etc. A suspension is not required as all is contained within site boundary"

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).

"Given the small scale nature of the build a construction material consolidation centre is not necessary. The project manager will monitor and organise deliveries"

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

Vehicles entering and leaving the site should be carefully managed, using gates that are clearly marked and free from obstacles. Traffic marshals must ensure the safe passage of all traffic on the public highway, in particular pedestrians and cyclists, when vehicles are entering and leaving site, particularly if reversing.

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

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

"The access and egress routes to and from site have been detailed in Motion drawing 1902007-02 as attached in appendix"

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

"Contractors and delivery and waste hauliers will be sent a copy of the traffic route map with their order. All vehicular movement both to and from site will be controlled by a full time security guard or traffic marshal. The traffic marshal will ensure all deliveries are removed from the public highway, and Avenue Road, and on to site as shown on the Logistics Plan. This will minimise the construction impact on the neighbouring environment. This unloading area will be sited at the front of the proposed dwelling, throughout the construction works."

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 diagrams attached in appendix"

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.

"A wheel cleaning procedure will be used in order to mitigate the amount of mud that could potentially be deposited on the highways by vehicles exiting the construction site. An area close to the site exit will be utilised for wheel washing prior to vehicles leaving site. A power washer will be used to wash off any mud from the vehicle's wheels, with excess mud / slurry being collected and disposed of. the wheel wash station will remain on site until the development is complete. If this is not sufficient, a road sweeper will also be used in the immediate area which will be ordered directly via the site manager"

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.

"The vehicle loading and unloading on site have been detailed in Motion drawing 1902007-TK01 as attached in appendix"

Highway interventions

Please note that Temporary Traffic Orders (TTOs) and hoarding/scaffolding licenses may be applied for prior to CMP submission but won't be granted until the CMP is signed-off.

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

- **24. Parking bay suspensions and temporary traffic orders**

Please note, parking bay suspensions should only be requested where absolutely necessary. Parking bay suspensions are permitted for a maximum of 6 months, requirement of exclusive access to a bay for longer than 6 months you will be required to obtain Temporary Traffic Order (TTO) for which there is a separate cost.

Please provide details of any proposed parking bay suspensions and TTO's which would be required to facilitate construction. **Building materials and equipment must not cause obstructions on the highway as per your Considerate Contractors obligations unless the requisite permissions are secured.**

Information regarding parking suspensions can be found here.

> "No parking bay suspension is required because all is being managed within site boundary. If necessary project manager will liaise with highway authority at appropriate time"

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).

"Hoarding to be erected on the front boundary to no. 36 Avenue Road – as detailed in Motion drawing 1902007-01 as attached in appendix. A hoarding license will be applied for if applicable."

Contractor will not require the Council to make any temporary alterations to the footway directly adjacent to the site (e.g construction of temporary dropped kerbs).

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

"Main contractor contact details, design team, Considerate Constructor Scheme and Statutory H&S signage will be displayed on hoarding"

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).

"Given the large forecourt fronting the property a diversion is not required"

27. VRU and pedestrian diversions, scaffolding and hoarding

Pedestrians and/or cyclist safety must be maintained if diversions are put in place. Vulnerable footway users should also be considered. These include wheelchair users, the elderly, those with walking difficulties, young children, those with prams, the blind and partially sighted. Appropriate ramping must be used if cables, hoses, etc. are run across the footway.

Any work above ground floor level may require a covered walkway adjacent to the site. A licence must be obtained for scaffolding and gantries. The adjoining public highway must be kept clean and free from obstructions. Lighting and signage should be used on temporary structures/skips/hoardings etc.

A secure hoarding will generally be required at the site boundary with a lockable access.

a. Please provide details describing how pedestrian and cyclist safety will be maintained, including any proposed alternative routes (if necessary), and any Traffic Marshall arrangements.

"Contractors and delivery and waste hauliers will be sent a copy of the traffic route map with their order with particular mention made of cycle route in front of the site. All vehicular movement both to and from site will be controlled by a full time security guard or traffic marshal. The traffic marshal will ensure all deliveries are removed from the public highway, and Avenue Road, and on to site as shown on the Logistics Plan. This will minimise the construction impact on the neighbouring environment. This unloading area will be sited at the front of the proposed dwelling, throughout the construction works. Traffic marshal will be made aware of cycle routes and all contractors will be trained via site safety toolbox talks of cycle safety"

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.

" as detailed in Motion drawing 1902007-01 as attached in appendix – no temporary structures will overhang the public highway"

SYMBOL IS FOR INTERNAL USE

Environment

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

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

"Noisy operations include the use of compressors, generators and power tools.

These will be restricted to the Standard working hours, 8.00-18.00 Mon -Fri, 8.00-13.00

Saturday except in emergency situations."

29. Please confirm when the most recent noise survey was carried out (before any works were carried out) and provide a copy. If a noise survey has not taken place please indicate the date (before any works are being carried out) that the noise survey will be taking place, and agree to provide a copy.

"Noise survey carried out, copy attached [NOISE & VIBRATION BASELINE SURVEY Report 18830.NVM.Baseline)]"

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

"Noise levels will be monitored in accordance with Camden's Minimum Requirements, with reference to Predicted Levels in BS 5228.2009 Part 1."

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.

"Coordinated delivery times and efficient traffic management to prevent queues of traffic accessing the site.

Ensuring all plant has sound reduction measures (mufflers, baffles or silencers).

Utilising construction techniques that minimise the production of noise. Utilisation, where possible of pre-fabricated components.

Utilisation of baffle system during the demolition process. Strict adherence to the site working hours.

Devise and implement an action plan where noise levels exceed acceptable levels:"

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

"Staff will be trained on BS 5228:2009 before construction begins which is due to take place early April 2019."

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

"We will establish air quality procedures to minimise dust generation and control plant and vehicle exhaust emissions."

"We will undertake regular air quality sampling to ensure that we are not impacting on the existing air quality levels.

Ensure that all materials transported to and from site are in enclosed containers or fully sheeted.

Ensuring stock piles of topsoil etc. are kept below hoarding heights and kept damp in dry windy conditions. Once weeds and grass have grown again on the piles this will reduce the risk.

Loose materials will be stored in separated bays, and the division partitions will be lower than any adjacent boundary hoardings.

During dry periods the works will be dampened down to control the generation of dust. Ensuring materials have a minimum of packaging.

Ensuring all polystyrene and similar lightweight materials are weighted down. Making sure all dust generating materials are adequately packaged.

Ensuring all vehicles leaving the site have been through the wheel wash and that loads are covered where spoil or demolition material is being removed. Provide regular road cleaning using road sweepers or brushes to control dust and mud.

Keeping the loading drop heights of spoil into lorries as low as possible. Implementing an effective procedure to deal with complaints from third parties to ensure issues are dealt with efficiently and quickly, via an advised and dedicated telephone number."

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.

"Ensuring all vehicles leaving the site have been through the wheel wash and that loads are covered where spoil or demolition material is being removed. Provide regular road cleaning using road sweepers or brushes to control dust and mud."

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

"Carry out daily noise surveys at perimeter of site and record findings. Implement an action plan where noise levels exceed acceptable levels. Noise levels will be monitored in accordance with Camden's Minimum

Requirements, with reference to Predicted Levels in BS 5228.2009 Part 1.

Vibration levels will be monitored in accordance with Camden's Minimum Requirements, with reference to Predicted Levels in BS 5228.2009 Part 2.

Selection of Construction methods will be influenced where practicable by vibration control considerations, in particular the use of Bored piles in preference to Driven piles.

Dust pollution control will follow the three principles: 1-prevention;

2-suppression; 3-containment, in accordance with Camden's Minimum"

36. Please confirm that a Risk Assessment has been undertaken at planning application stage in line with the GLA policy. The Control of Dust and Emissions During Demolition and Construction 2104 (SPG), that the risk level that has been identified, and that the appropriate measures within the GLA mitigation measures checklist have been applied. Please attach the risk assessment and mitigation checklist as an appendix.

"Low risk - see Construction Dust Risk Assessment appendix attached [Air Quality Assessments Ltd Document number: J0301/1/F1]"

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.

"Taken into account that all of the GLA's highly recommended measures have been addressed. see Construction Dust Risk Assessment appendix attached [Air Quality Assessments Ltd Document number: J0301/1/F1"

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 construction site has been identified as a low risk site. see Construction Dust Risk Assessment appendix attached [Air Quality Assessments Ltd Document number: J0301/1/F1"

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 site survey was carried out by an approved Pest Control specialist (PEST COMPANY LTD) before commencement of construction. A Method Statement for pest control was prepared and will implemented by the specialist, in accordance with Camden's Minimum Requirements prior to commencement of works. Method Statement/ Risk Assessment attached in appendix

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.

" Asbestos Refurbishment/Demolition Survey was carried out by Health And Safety Compliance Partnership Ltd ref project 2880 – see attached appendix"

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.

"Smoking is not permitted in working areas. If possible a compliant smoking area may be provided in a remote area of the site which does not cause nuisance to workers or neighbours. Bad language will not be permitted, and unnecessary shouting will be monitored by advice from site supervisory staff"

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 (04/19 - 04/21):

b) Is the development within the CAZ? (N): No it is not within the CAZ

c) Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (N): This is not a major development and therefore this does not apply.

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:

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:  ……

Date: ……05/03/2019……..

Print Name: ……Martin Zubcak……..

Position: ……Project Manager……

Please submit to: planningobligations@camden.gov.uk

End of form.

Re: 36 Avenue Road, London, NW8 6HS - CMP CONSULTATION

To who it may concern

34 Avenue Road, London, NW8 6BU
36 Avenue Road, London, NW8 6HS
38 Avenue Road, London, NW8 6HS
Former 1 Radlett Place, London, NW8 6BT

Dear Neighbour,

Re: 36 Avenue Road, London, NW8 6HS - CMP CONSULTATION February, 2019

I am writing to introduce MY CONSTRUCTION LTD and myself, Martin Zubcak, the project manager responsible for the works at No:. 36 Avenue Road

The work consists of the demolition of the existing building and the construction of a two level basement under the footprint of the new house and part of the front and rear garden and the reconstruction of a three level superstructure on top.

The first part of the works is the 'Shell and Core' phase of the construction which includes the completion of the walls, floors & roof of the new houses, as well as the external landscaping. We expect the programme of work to be;

- Demolition work to commence middle of April 2019.
- Piling to commence at the end of May 2019
- Main excavation and removal of the basement spoil to commence by end of June 2019.
- Bulk concrete work to commence by end of July 2019.
- The Shell and Core work as a whole is anticipated to be completed by end of April 2020

During the time that the above works are being undertaken, we will endeavor to ensure that everything is carried out to make the process as neighbour friendly as we can.

Copy of the Construction Management Plan (CMP) is available to download from following Dropbox link:
https://www.dropbox.com/sh/o71jz9avgi55px0/AACHjA2EfTyB6S89Sr5eB8B_a?dl=0

Should you have any queries or concerns, please contact our head office, the Site Manager or myself on 07891046285| 020 8450 5747 l or email me Martinz@myconstruction.co.uk and we will answer any queries that you may have as soon as possible.

MY CONSTRUCTION LTD is an active member of the Considerate Constructors Scheme and full details of the scheme are posted near to our site entrance for your information. Please find enclosed a leaflet which contains information on the scheme and explains what it means for our company to be registered.

Once again, please do not hesitate to contact me or my team at any time if you have any queries.

Yours faithfully,

Martin Zubcak

Project Manager

LEGEND

Site Boundary

motion

84 North Street
Guildford
Surrey
GU1 4AU

T: 01483 531 300

Cargo Works
1-2 Hatfields
London
SE1 9PG

T: 020 8065 5208

www.motion.co.uk

Project:
36 Avenue Road

Title:
Existing Highway Arrangement

Scale: 1:500 (@ A4)

Drawing: 1902007-01

Revision: -

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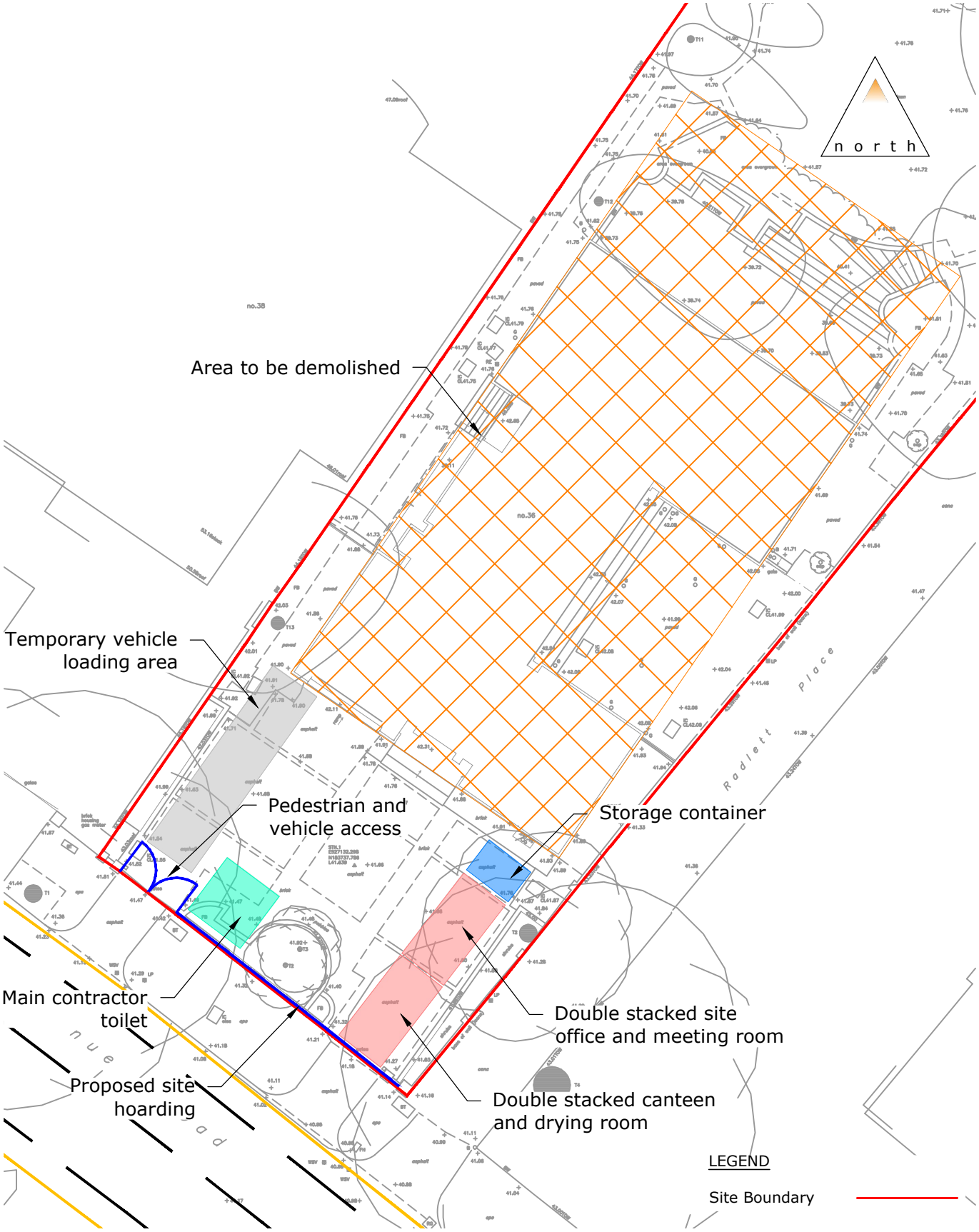

motion

84 North Street
Guildford
Surrey
GU1 4AU

T: 01483 531 300

Cargo Works
1-2 Hatfields
London
SE1 9PG

T: 020 8065 5208

www.motion.co.uk

Project:
36 Avenue Road

Title:
Proposed Site Set-Up

Scale: 1:250 (@ A4)

Drawing:
1902007-02

Revision:
-

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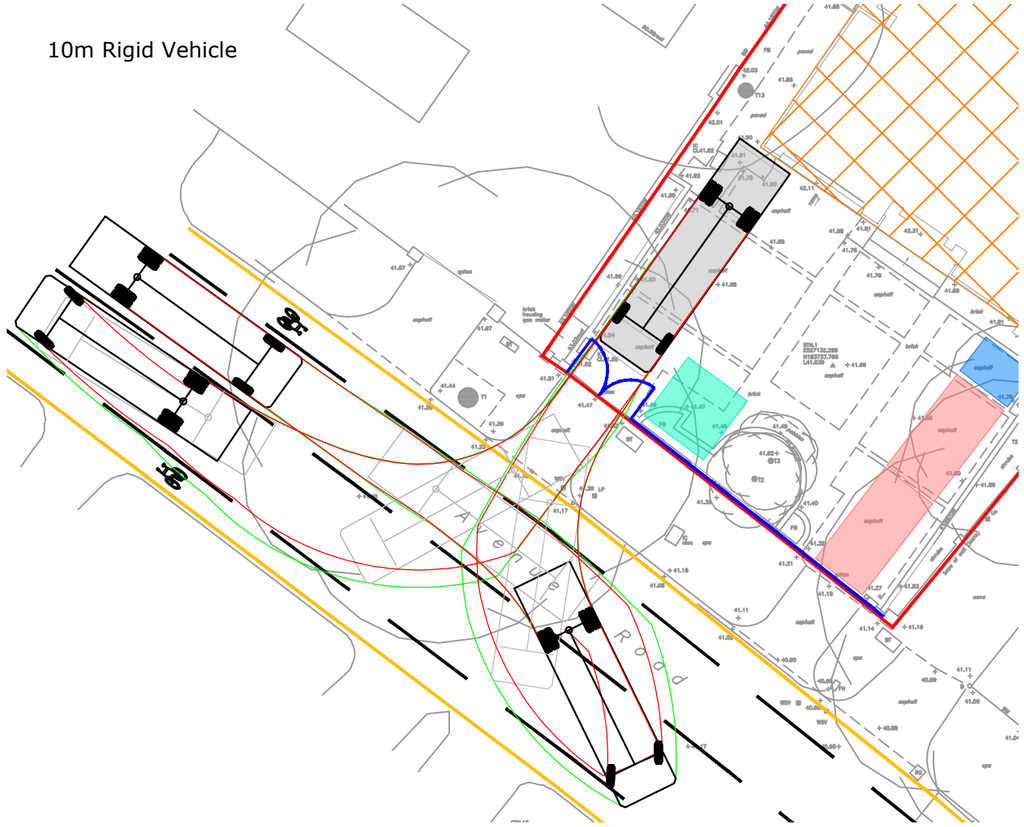
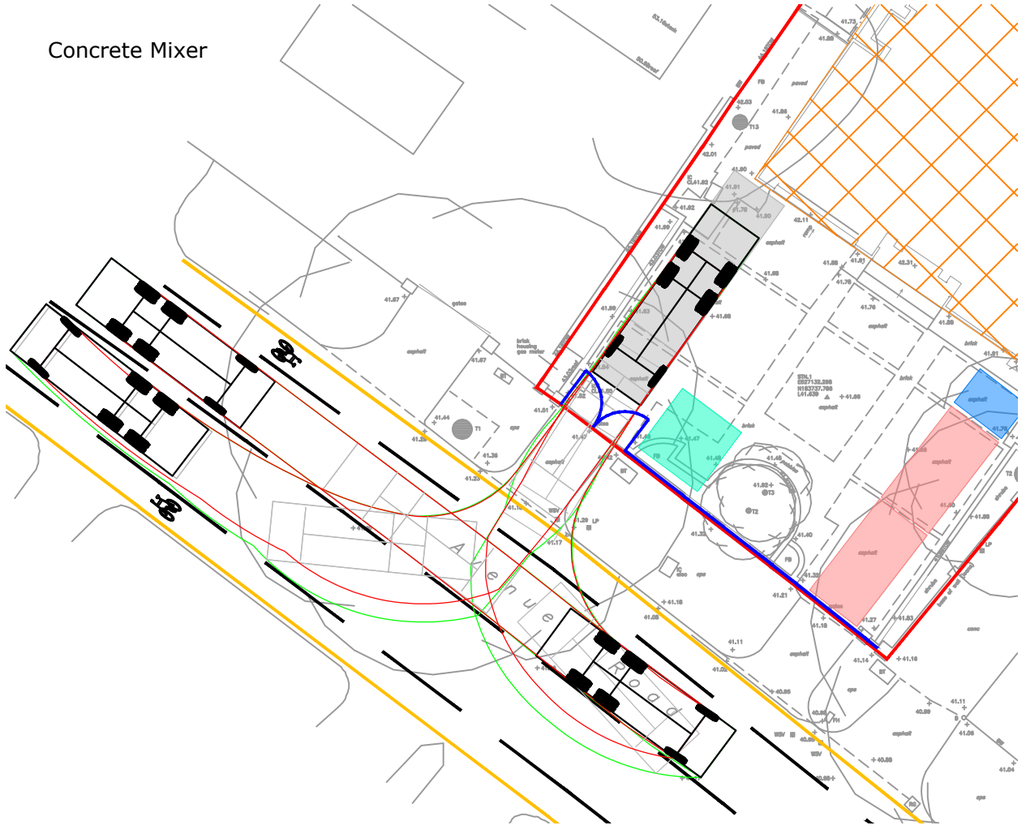
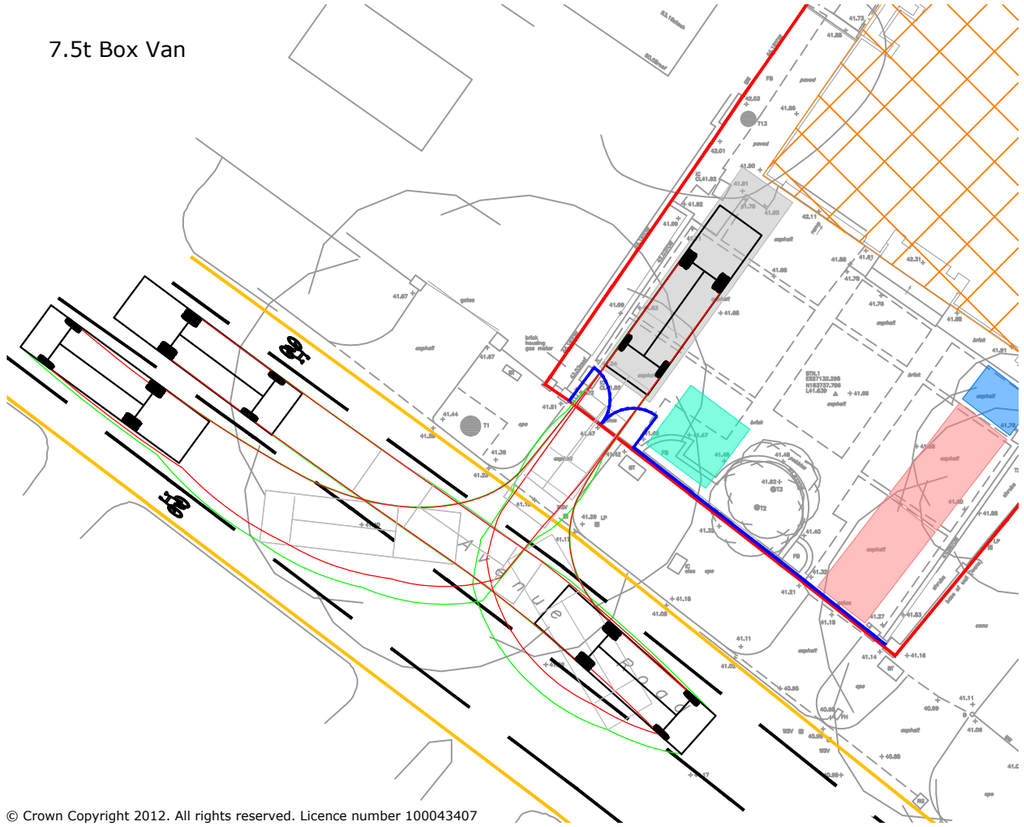
10m Rigid Vehicle



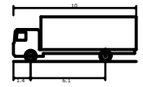
Concrete Mixer



7.5t Box Van

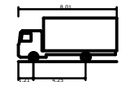


north



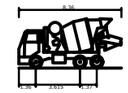
FTA Design HG Rigid Vehicle (1998)

Overall Length	10.000m
Overall Width	2.500m
Overall Body Height	3.645m
Min Body Ground Clearance	0.440m
Track Width	2.470m
Lock-to-lock time	3.00s
Curb to Curb Turning Radius	11.000m



7.5t Box Van

Overall Length	8.010m
Overall Width	2.100m
Overall Body Height	3.556m
Min Body Ground Clearance	0.351m
Track Width	2.064m
Lock-to-lock time	4.00s
Curb to Curb Turning Radius	7.400m



Concrete Mixer

Overall Length	8.360m
Overall Width	2.390m
Overall Body Height	4.027m
Min Body Ground Clearance	0.358m
Max Track Width	2.413m
Lock-to-lock time	6.00s
Curb to Curb Turning Radius	8.210m

motion

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Cargo Works
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London
SE1 9PG

T: 020 8065 5208

www.motion.co.uk

Project:
36 Avenue Road

Title:
Swept Path Analysis
Construction Vehicles

Scale: 1:250 (@ A3)

Drawing: 1902007-TK01

Revision: -

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KP Acoustics Ltd
1 Galena Road
London
W6 0LT

Tel: +44(0)208 222 8778
Fax: +44(0)208 222 8575
Email: info@kpacoustics.com
www.kpacoustics.com

36 AVENUE ROAD, LONDON

NOISE & VIBRATION BASELINE SURVEY

(15/02/2019 – 19/02/2019)

Report 18830.NVM.Baseline

Prepared on 20 February 2019

For:

MY construction Ltd.

Unit 5 Sayer House Oxgate La

London

NW2 7JN

Contents

List of Attachments

1.0 INTRODUCTION

KP Acoustics Ltd has been appointed by MY Construction Ltd., Unit 5 Sayer House Oxgate La London NW2 7JN to undertake baseline noise and vibration monitoring survey at 36 Avenue Road, London NW8 6HS.

This report outlines the results of the noise and vibration baseline survey undertaken between 15 February 2019 and 19 February 2019, in order to establish the current background levels prior to the commencement of all on-site operations.

2.0 SITE SURVEYS

2.1 Site Description

The site is bounded by residentials to the North, West and East and Avenue Road to the South. Entrance to the site is located in Avenue Road. At the time of the survey, the background noise climate was dominated by road traffic noise from Avenue Road.

2.2 Environmental Noise & Vibration Baseline Survey Procedure

A noise & vibration baseline survey was undertaken on the proposed site as shown in 18830.SP1. The location was chosen in order to collect data representative of the worst-case levels expected on the site due to all nearby sources.

Continuous automated monitoring was undertaken for the duration of the survey between 11:36 am on 15/02/2019 and 10:21 on 19/02/2019.

Weather conditions were generally dry with light winds and therefore suitable for the measurement of environmental noise. The measurement procedure complied with ISO 1996-2:2007 Acoustics '*Description, measurement and assessment of environmental noise - Part 2: Determination of environmental noise levels'*.

3.0 EQUIPMENT

The equipment calibration was verified before and after the survey and no calibration irregularities were observed.

The equipment used was as follows.

Measurement instrumentation		Serial no.	Date	Cert no.
Kit 7	Svantek Type 948 Class 1 Sound Level Meter	6545	13/06/2018	14008918
	Free-field microphone PCB 378B02	124772		
	Preamp PCB 377B02	163182		
	Svantek External windshield	-	-	-
B&K Type 4231 Class 1 Calibrator		1897774	12/02/2019	04150/1
PCB Piezotronics 356B18 Accelerometer		LW254601	31/10/2018	Factory Calibrated

Table 3.1: Measurement instrumentation

4.0 NOISE SURVEY

4.1 Noise Results

The results of the background noise monitoring are shown as a time history of L_{Aeq}, L_{Amax}, L_{A10} and L_{A90} averaged over 5-minute sample periods as shown in Figure 18830.TH1.

Average ambient and background noise levels during daytime and night-time are as shown in Table 4.1.

	Average ambient noise Levels. L_{Aeq} dB(A)	Representative background noise Levels. L_{A90} dB(A)
Daytime (07:00-23:00)	51	47
Night-time (23:00-07:00)	47	40
Weekday $L_{Aeq\ 10h\ 08:00\text{-}18:00}$	53	48
Weekend $L_{Aeq\ 5h\ 08:00\text{-}13:00}$	52	48

Table 4.1: Measured ambient and background noise levels

5.0 VIBRATION SURVEY

5.1 Vibration Results

The results of the background vibration monitoring are shown as a time history of Peak Particle Velocity as shown in Figure 18830.VTH1.

The majority of readings fall below 1 mm/s PPV on each axis. Some individual peaks were recorded with highest reading of 1.20 mm/s PPV in Z-axis.

6.0 CONCLUSIONS

A noise and vibration baseline survey has been undertaken on site at 36 Avenue Road, London NW8 6HS, to establish the ambient noise profile of the site prior to the commencement of all on-site works.

Measurements of L_{Aeq}, L_{Amax}, L_{A10} and L_{A90} were undertaken between 15 February 2019 and 19 February 2019. All noise and vibration levels have been analysed and reported.

Report by

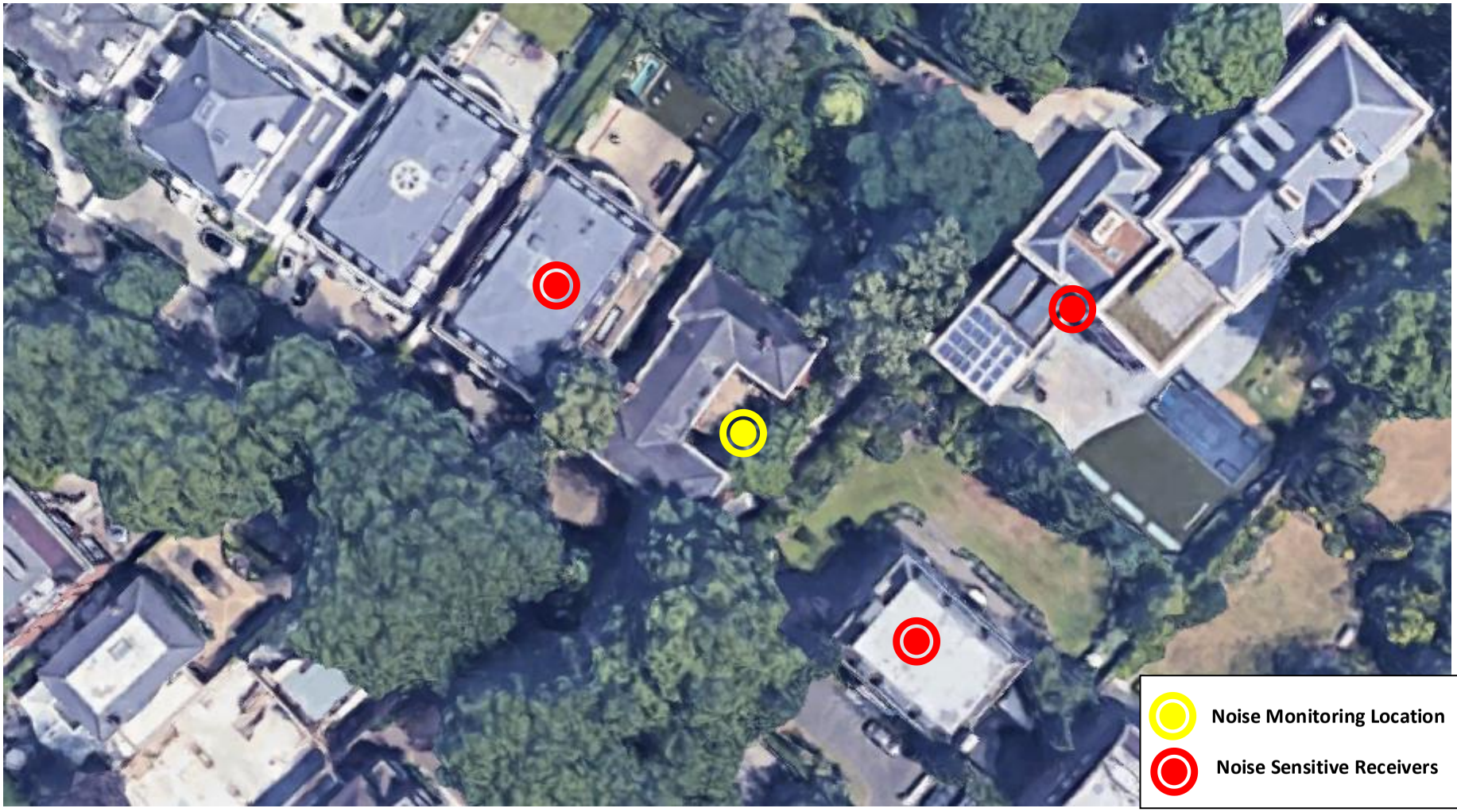
Alejandro Santana AMIOA

KP Acoustics Ltd.

Checked by

Gonçalo Lemes MIOA

KP Acoustics Ltd.



Title:

Indicative site plan showing noise monitoring position and noise sensitive receivers.

(Ref: Google Maps)

Date: 22 February 2019

FIGURE 18830.SP1

KP acoustics

The Strand Building, Kings College, London
Environmental Noise Time History
From 15 February 2018 To 19 February 2018

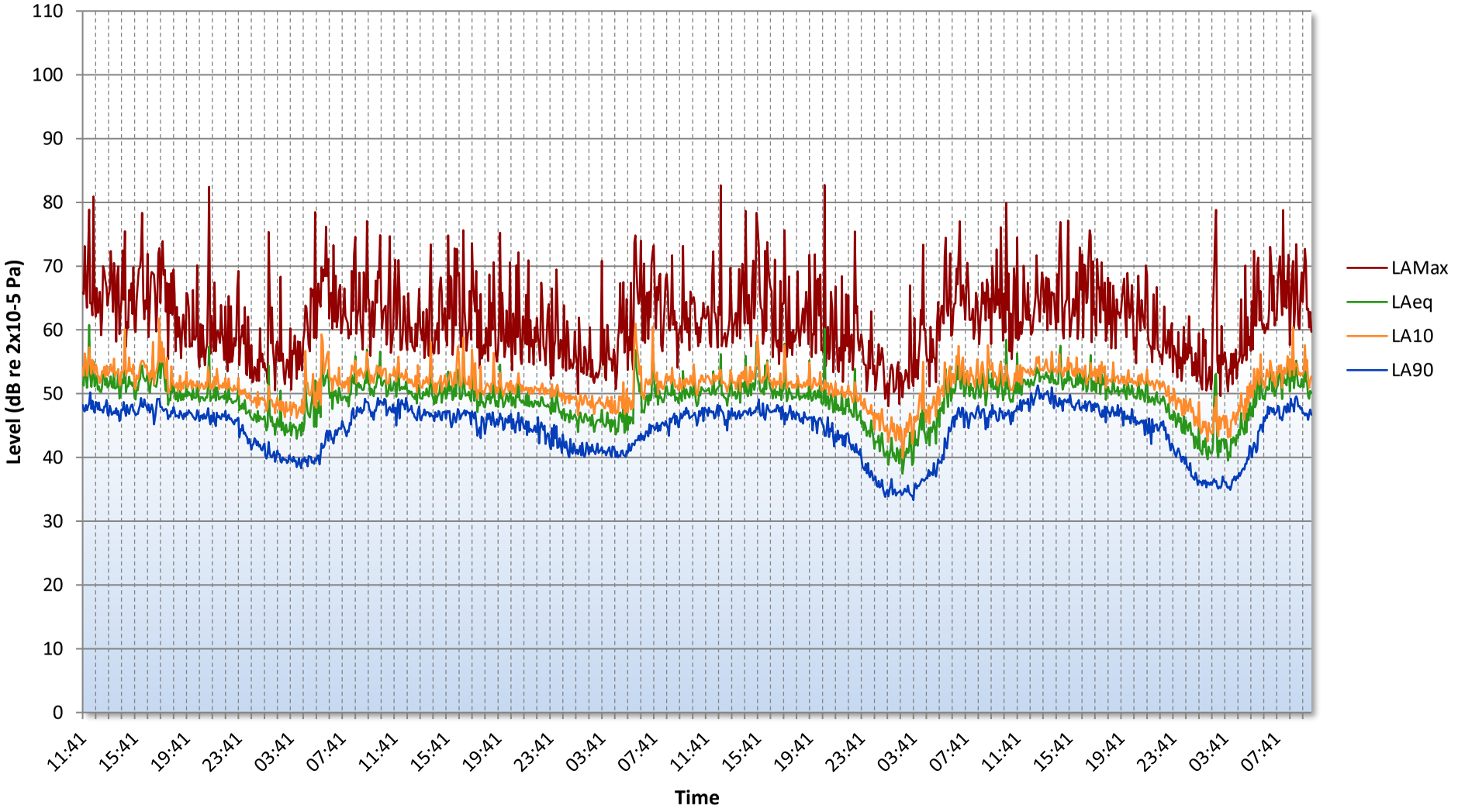


Figure 18830.NTH1

36 Avenue Road, London NW8 6HS
Vibration Time History

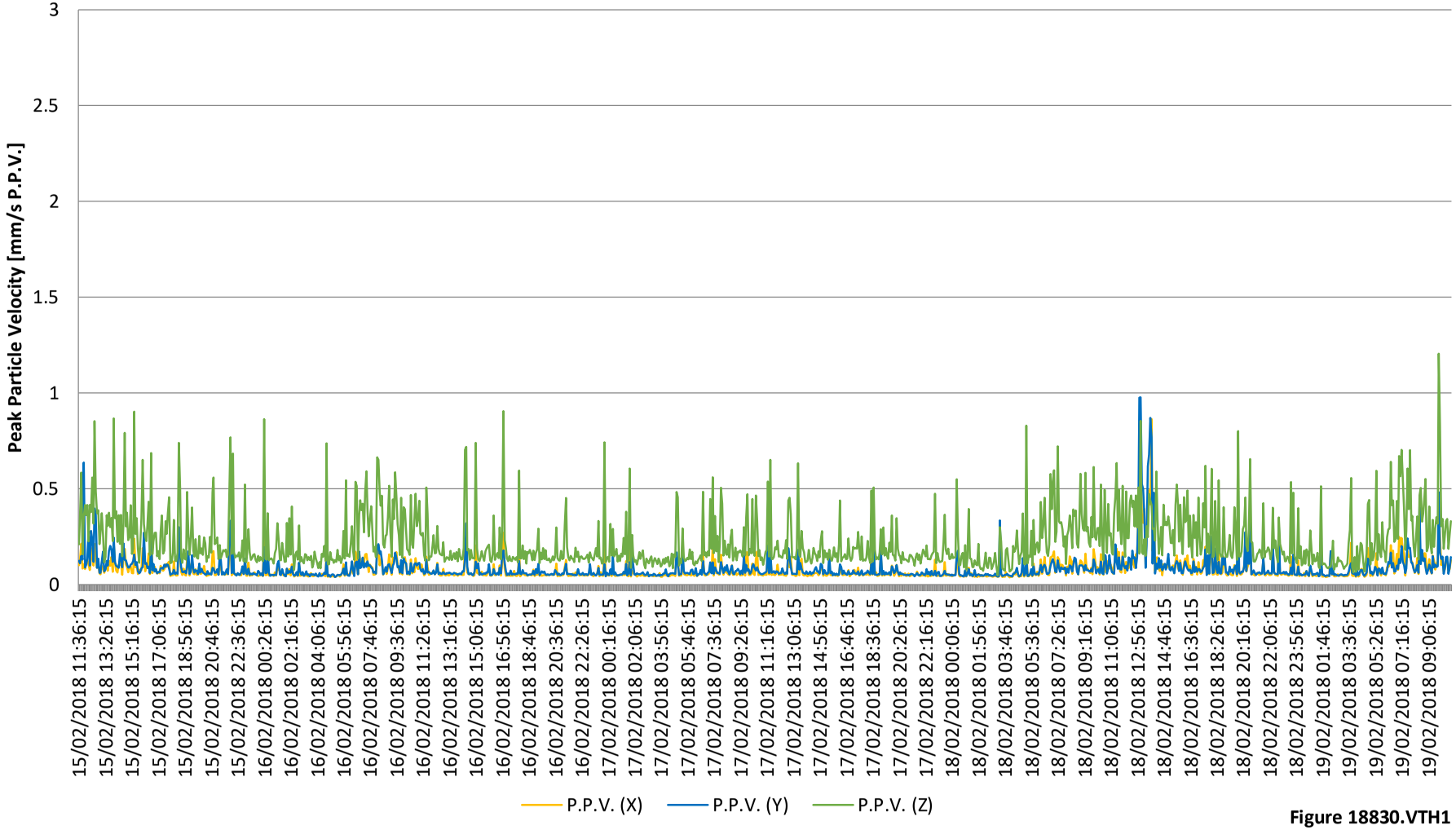


Figure 18830.VTH1

Construction Dust Assessment	
Avenue Road, Camden	
Job number:	J0301
Document number:	J0301/1/F1
Date:	18 February 2019
Client:	MY Construction
Prepared by:	Mr Bob Thomas

Air Quality Assessments Ltd
Tel: 07940 478134
Email: bob@aqassessments.co.uk
Web: http://aqassessments.co.uk

Registered Office: c/o Ardwyn Channon, 12 Victoria Street, Burnham-on-Sea, Somerset, TA8 1AL
Companies House Registration: 8895617

Air Quality Assessments Ltd has completed this report based on the information provided by the client, and the agreed scope of work. Air Quality Assessments Ltd does not accept liability for any matters arising outside the agreed scope of work, or for changes that may be required due to omissions in the information provided.

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Contents

1 Introduction

1.1.1 Air Quality Assessments Ltd (AQA) has been commissioned by MY Construction to undertake an air quality and construction dust risk assessment for the development at 36 Avenue Road, Camden, NW8 6HS (see **Figure 1**). The construction phase will involve the demolition of the existing building at the site followed by the construction of a new three storey building, with a two storey basement. The site is bounded by Avenue Road to the southwest, Radlett Place to the east and neighbouring dwellings and gardens to the north and west.

1.1.2 The relevant air quality legislation and the background air quality are presented to provide context with regard to fine particulate matter (PM_{10}).

1.1.3 The construction dust risk assessment describes the potential for construction activities to impact upon existing properties. The main pollutants of concern related to construction activities are dust and PM_{10}. The risk assessment has been prepared taking into account all relevant local and national guidance and regulations and follows the methodology in the London Plan SPG on The Control of Dust and Emissions During Construction and Demolition (GLA, 2014). The risk assessment will be used to inform the Construction Management Plan for the site.

1.1.4 The references and a glossary of common air quality terminology used in this assessment are shown in **Section 7** and **Section 8** respectively.

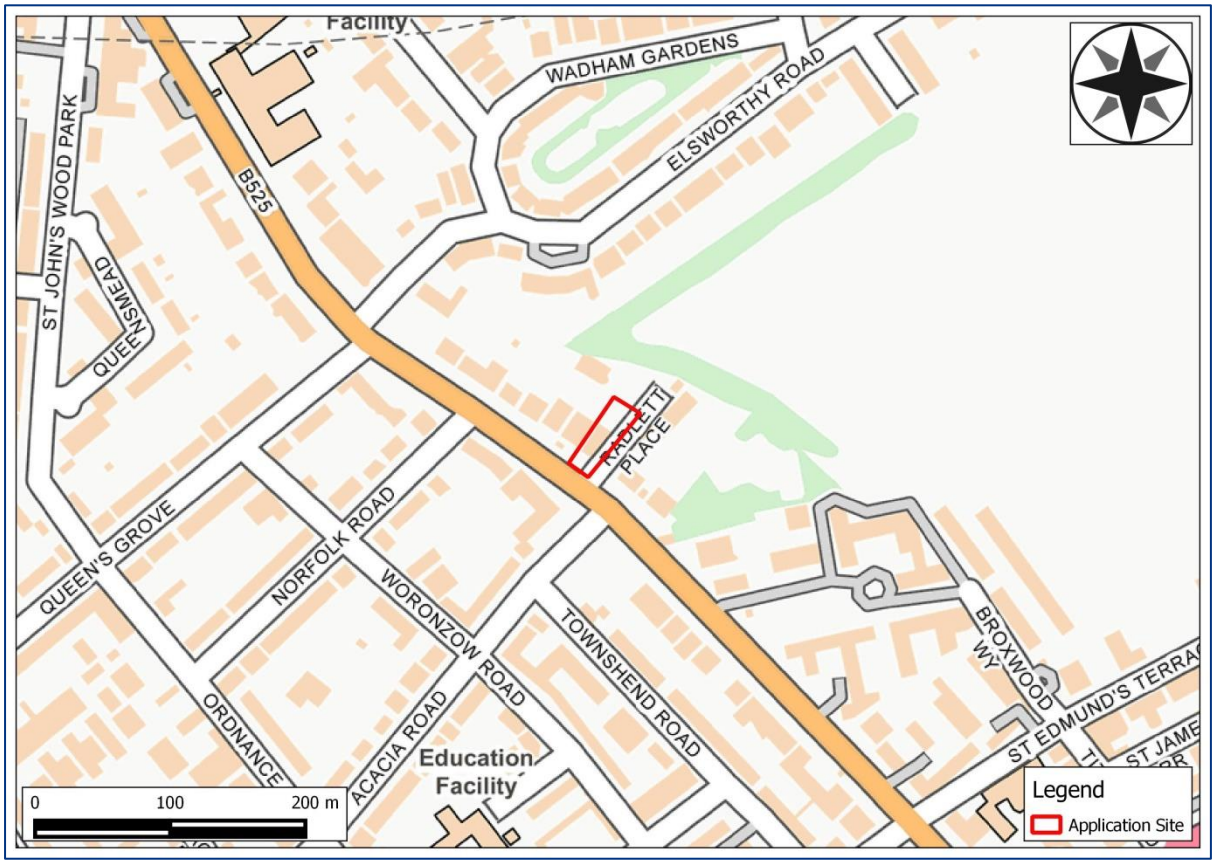

Figure 1: Site Location
Contains Ordnance Survey data © Crown copyright and database right 2019

2 Air Quality Legislation

2.1. EU Limit Values

2.1.1 The European Union's Directive on ambient air quality and cleaner air for Europe (European Parliament, Council of the European Union, 2008) set legally binding limit values for PM_{10}. The Air Quality Standards Regulations 2010 (The Stationary Office, 2010) implement the EU Directive limit values in English legislation. Achievement of the limit values is a national obligation rather than a local one.

2.1.2 The limit values are the same as the objective values (see **Table 1**) however, the compliance dates differ, and the limit values apply at all locations (apart from where the public does not have access, where health and safety at work provisions apply and on the road carriageway). The PM_{10} limit value applied from 2005.

2.2. Clean Air Strategy

2.2.1 The Clean Air Strategy (Defra, 2019a) provides an overview of the actions that the government will take to improve air quality and promises new legislation that will tackle air pollution.

2.2.2 Part IV of The Environment Act 1995 requires the UK Government to prepare an Air Quality Strategy. The original Air Quality Strategy set out air quality standards and objectives intended to protect human health and the environment (Defra, 2007).

2.2.3 Standards are the concentrations of pollutants in the atmosphere, below which there is a minimum risk of health effects or ecosystem damage; they are set with regard to scientific and medical evidence. Objectives are the policy targets set by the Government where the standards are expected to be achieved by a certain date; they take account of economic efficiency, practicability, technical feasibility and timescale.

2.2.4 The original Air Quality Strategy also describes the system of Local Air Quality Management (LAQM), as introduced in Part IV of the Environment Act 1995, which requires every local authority to carry out regular review and assessments of air quality in its area. Where an objective has not been, or is unlikely to be achieved, the local authority must declare an AQMA, and prepare an action plan which sets out appropriate measures to be introduced in pursuit of the objectives.

2.2.5 The objectives for PM_{10}, as prescribed by the Air Quality (England) Regulations 2000 and the Air Quality (England) (Amendment) Regulations 2002 (The Stationary Office, 2000; The Stationary Office, 2002), are shown in **Table 1**. The objectives for PM_{10} were to have been achieved by 2004, and continue to apply in all future years thereafter.

Table 1: The Objectives for PM_{10}

Pollutant	Concentration Measured As	Objective
PM_{10}	24-hour Mean	50 µg/m^3 not to be exceeded more than 35 times a year
	Annual Mean	40 µg/m^3

2.2.6 The objectives apply at locations where members of the public are likely to be regularly present and are likely to be exposed for a period of time appropriate to the averaging period of the objective. Examples of where the objectives should apply are provided in the London Local Air Quality Management Technical Guidance (Mayor of London, 2016). The annual mean PM_{10} objectives should apply at the building façades of residential properties, schools, hospitals, care homes etc.; they should not apply at the building façades of places of work, hotels, gardens or kerbside sites. The 24-hour mean PM_{10} objective should apply at all locations where the annual mean objective applies, as well as the gardens of residential properties and hotels.

3 Air Quality and Dust Risk Assessment

3.1. Introduction

3.1.1 Without mitigation, there is a risk that the construction phase of the development will lead to dust soiling and elevated concentrations of PM_{10}. These impacts may occur during demolition, earthworks and construction, as well as from trackout of dust onto the public highway, as vehicles leave the construction site.

3.2. Existing Conditions

LAQM Review and Assessment

3.2.1 Camden Council has declared the entire borough an air quality management area (AQMA) due to exceedences of the annual mean nitrogen dioxide and 24-hour mean PM_{10} objectives.

Local Air Quality Monitoring

3.2.2 Camden Council operates four automatic monitoring sites within its area that measure PM_{10} concentrations. Measured data from the closest monitoring site, at Swiss Cottage, approximately 820m to the northwest of the construction site, are shown in **Table 2,** and the monitoring site location is shown in **Figure 2**.

Table 2: Summary of PM_{10} Monitoring Data (2009 to 2018) [a]

Site Name	Site Type	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Annual Mean (µg/m^3)											
Swiss Cottage	Kerbside	25	26	27	23	21	22	20	21	20	21
Objective		**40**									
Number of Days > 50 µg/m^3											
Swiss Cottage	Kerbside	25	26	31	21	8	12	8	7	8	4
Objective		**35**									

a The data have been taken from Camden Councils latest LAQM report and the London Air Quality website (London Borough of Camden, 2018; ERG, Kings College London, 2019)

3.2.3 The data in **Table 2** show that the annual mean and 24-hour mean objectives for PM_{10} have been achieved at the kerbside monitoring site at Swiss Cottage between 2009 to 2018. The monitoring site is located adjacent to the heavily trafficked Finchley Road (A41) close to a congested junction. Avenue Road adjacent to the construction site is less heavily trafficked than Finchley Road and PM_{10} concentrations are likely to be lower.

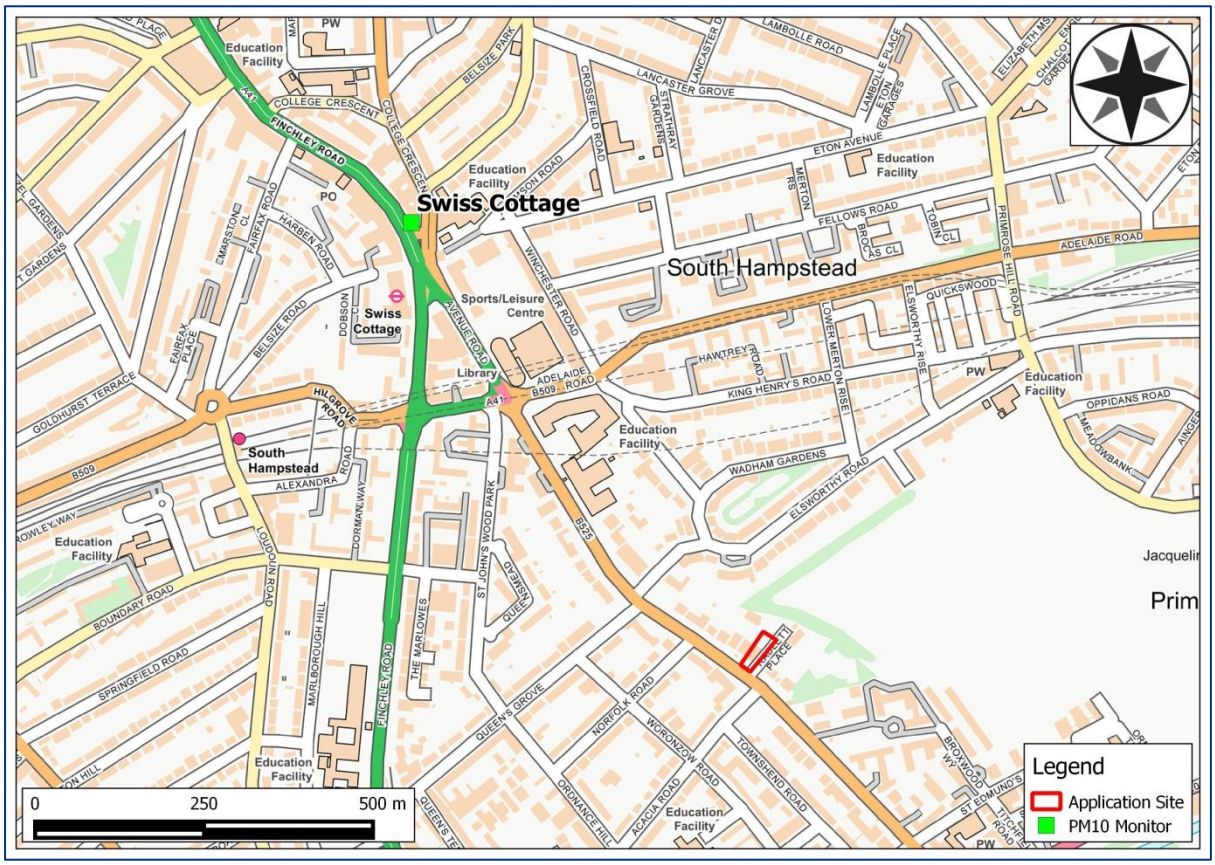

Figure 2: Camden Council's Swiss Cottage PM_{10} Monitoring Site
Contains Ordnance Survey data © Crown copyright and database right 2019

Background Concentrations

3.2.4 The estimated annual mean background concentration of PM_{10} at the construction site, taken from background pollutant concentration maps published by Defra (Defra, 2019b), are shown in **Table 3**. The estimated background concentration is well below the annual mean objective.

Table 3: Estimated Annual Mean Background Concentrations in 2019 (µg/m^3)

Grid	PM_{10}
527500,183500	17.6
Objective	**40**

3.3. Dust Risk Assessment

Methodology

3.3.1 A construction dust risk assessment has been undertaken following the guidance in the London Plan SPG on The Control of Dust and Emissions During Construction and Demolition (GLA, 2014), which utilises the methodology in the Institute of Air Quality

Management (IAQM) Guidance on the Assessment of Dust from Demolition and Construction (IAQM, 2014).

3.3.2 The guidance divides activities on construction sites into four main types: demolition, earthworks, construction and trackout. The methodology is based on a sequence of steps. Step 1 screens the requirement for more detailed assessment; if there are no receptors within 50 m of the site boundary, or within 50 m of roads used by construction vehicles, then there is no need for further assessment. Step 2 assesses the risk of dust impacts from each of the four activities, considering the scale and magnitude of the works (Step 2A), and the sensitivity of the area (Step 2B). Site-specific mitigation for each of the four activities is then determined based on a dust risk category defined at Step 2C. **Appendix A1** sets out the construction dust assessment methodology in more detail.

Screening

3.3.3 There are human receptors within 50 m of the construction site to the north, east, south and west. There are also receptors within 50 m of the route used by construction vehicles on the public highway, up to 500 m from the site entrance. Therefore, further assessment of the construction phase impacts is necessary. There are no ecological receptors within 50 m of the construction site, and the effects on ecology will not be considered further.

Risk of Dust Impacts

Potential Dust Emission Magnitude

3.3.4 A building with a total volume of around 2,500 m^3 will need to be demolished. The building is made of potentially dusty materials, i.e. brick, but is only two storeys. Given the low volume of the building to be demolished and based on the example definitions in **Table A1** in **Appendix A1**, the dust emission class for demolition is considered to be small.

3.3.5 The application site has an area of 1,225 m^2 and earthworks will be required across a smaller area during landscaping works, and the preparation of the ground for the construction of the basement. Data from the UK Soil Observatory (NERC, 2019) have been used to determine that the soil group at the site is medium to light (silty) to heavy with a clay to silty soil texture and may be prone to suspension when dry. Given the small size of the site, based on the example definitions in **Table A1** in **Appendix A1**, the dust emission class for earthworks is considered to be small.

3.3.6 The new building, including the basement, will have a total volume significantly less than 25,000 m^3. Piling will be used, and the building will be constructed using brick and concrete; however, given the small scale of the construction, and based on the example definitions in **Table A1** in **Appendix A1**, the dust emission class for construction is considered to be small.

3.3.7 Given the small scale of the construction site, the maximum number of daily outward heavy duty vehicle (HDV) movements from the application site during the construction phase is likely to be less than 10. Based on the example definitions in **Table A1** in **Appendix A1**, the dust emission class is considered to be small.

3.3.8 A summary of the likely dust emission magnitudes is shown in **Table 4**.

Table 4: Likely Dust Emission Magnitudes

Source	Dust Emission Magnitude
Demolition	Small
Earthworks	Small
Construction	Small
Trackout	Small

Sensitivity of the Area

3.3.9 The sensitivity of the area depends on the specific sensitivities of local receptors, the proximity and number of receptors, local PM_{10} background concentrations and other site specific factors, e.g. natural screening by trees.

Sensitivity of the Area to Dust Soiling

3.3.10 Residential properties are considered to be high sensitivity receptors to dust soiling (see **Table A2** in **Appendix A1**).

3.3.11 There are three residential properties within 20m of the application site boundary and less than 100 within 50m; therefore, with reference to **Table A5** in **Appendix A1**, the area is thus considered to be of medium sensitivity to dust soiling.

3.3.12 **Table 4** shows that the dust emission magnitude for trackout is small; therefore there is a risk of material being tracked up to 50 m from the site exit. Site traffic will leave the site and travel north along Avenue Road. There are less than 10 residential properties on Avenue Road within 20m of the road up to 50 m from the site along which material could be tracked. With reference to **Table A5** in **Appendix A1**, the area is thus considered to be of medium sensitivity to dust soiling from trackout.

Sensitivity of the Area to the Health Effects of PM_{10}

3.3.13 Residential properties are considered to be 'high' sensitivity receptors to the health effects of PM_{10} (see **Table A3** in **Appendix A1**).

3.3.14 The construction site is located on Avenue Road, which may be a significant source of PM_{10} emissions due to road traffic. However, at the Swiss Cottage automatic monitoring site, where traffic flows are likely to be considerably higher, annual mean PM_{10} concentrations are low and have remained below 24 $\mu g/m^3$ since 2011 (see **Table 2**). Air quality at receptors near the site is likely to be between background levels and that measured at the Swiss Cottage automatic monitoring site i.e., between 17-21 $\mu g/m^3$ in 2018; therefore, with regard to **Table A6** in **Appendix A1,** the area is described to be of low sensitivity to the health effects of PM_{10} from construction and from trackout.

3.3.15 A summary of the sensitivity of the area to the effects of the construction works is shown in **Table 5**.

Table 5: Summary of the Area Sensitivity

Potential Effect	Sensitivity of the Area	
	On-site Works	Trackout
Dust Soiling	Medium	Medium
Health	Low	Low

Risk of Impact and Significance

3.3.16 The dust emission magnitudes in **Table 4** have been combined with the area sensitivities in **Table 5** and a risk category has been assigned to each construction activity using the matrix in **Table A8** in **Appendix A1**. The resultant risk categories, shown in **Table 6**, have then been used to determine the appropriate level of mitigation necessary.

Table 6: Summary of the Risk of Impacts Without Mitigation

Construction Activity	Dust Soiling	Health
Demolition	Low	Negligible
Earthworks	Low	Negligible
Construction	Low	Negligible
Trackout	Negligible	Negligible

4 Mitigation

4.1.1 Overall, the construction site has been identified as a low risk site for dust soiling and a negligible risk site for health effects, as set out in **Table 6**. The dust risk categories have been used, along with the professional judgement of the consultant, to determine the appropriate level of mitigation at the site. The professional experience of the consultant preparing the report is set out in **Appendix A2**.

4.1.2 The mitigation measures, taken from the London Plan SPG on The Control of Dust and Emissions During Construction and Demolition (GLA, 2014), are described below.

4.1.3 The mitigation measures will be included in an Air Quality and Dust Management Plan (AQDMP), to be submitted to the local planning authority for approval prior to commencement of work on site.

Site Management

- Display the name and contact details of person(s) accountable for air quality pollutant emissions and dust issues on the site boundary;
- Display the head or regional office contact information;
- Record and respond to all dust and air quality pollutant emissions complaints;
- Make a complaints log available to the local authority when asked;
- Carry out regular site inspections to monitor compliance with air quality and dust control procedures, record inspection results, and make an inspection log available to the local authority when asked;
- Increase the frequency of site inspections by those accountable for dust and air quality pollutant emissions issues when activities with a high potential to produce dust and emissions and dust are being carried out, and during prolonged dry or windy conditions; and
- Record any exceptional incidents that cause dust and air quality pollutant emissions, either on or off the site, and the action taken to resolve the situation in the log book.

Preparing and Maintaining the Site

- Plan the site layout: machinery and dust-causing activities should be located away from receptors;
- Erect solid screens or barriers around dust activities or the site boundary that are, at least, as high as any stockpiles on site;
- Fully enclose site or specific operations where there is a high potential for dust production and the site is active for an extensive period;
- Avoid site runoff of water or mud;
- Keep site fencing, barriers and scaffolding clean using wet methods;
- Remove materials from site as soon as possible; and
- Cover, seed or fence stockpiles to prevent wind whipping.

Operating Vehicle/Machinery and Sustainable Travel

- Ensure all on-road vehicles comply with the requirements of the London Low Emission Zone;
- Ensure all non-road mobile machinery (NRMM) comply with the standards set within the London Plan SPG on The Control of Dust and Emissions During Construction and Demolition;
- Ensure all vehicles switch off their engines when stationary – no idling vehicles;
- Avoid the use of diesel- or petrol-powered generators and use mains electricity or battery-powered equipment where possible; and
- Implement a Travel Plan that supports and encourages sustainable travel (public transport, cycling, walking, and car-sharing).

Operations

- Only use cutting, grinding or sawing equipment fitted or in conjunction with suitable dust suppression techniques such as water sprays or local extraction, e.g. suitable local exhaust ventilation systems;
- Ensure an adequate water supply on the site for effective dust/particulate matter mitigation (using recycled water where possible);
- Use enclosed chutes, conveyors and covered skips; and
- Minimise drop heights from conveyors, loading shovels, hoppers and other loading or handling equipment and use fine water sprays on such equipment wherever appropriate.

Waste Management

- Reuse and recycle waste to reduce dust from waste materials; and
- No bonfires and burning of waste materials.

Measures Specific to Demolition

- Soft strip inside buildings before demolition (retaining walls and windows in the rest of the building where possible, to provide a screen against dust);
- Ensure water suppression is used during demolition operations;
- Avoid explosive blasting, using appropriate manual or mechanical alternatives; and
- Bag and remove any biological debris or damp down such material before demolition.

Measures Specific to Construction

- Avoid scabbling (roughening of concrete surfaces) if possible; and
- Ensure sand and other aggregates are stored in bunded areas and are not allowed to dry out, unless this is required for a particular process, in which case ensure that appropriate additional control measures are in place.

Measures Specific to Trackout

- Regularly use a water-assisted dust sweeper on the access and local roads, as necessary, to remove any material tracked out of the site;
- avoid dry sweeping of large areas;
- ensure vehicles entering and leaving sites are covered to prevent escape of materials during transport; and
- implement a wheel washing system (with rumble grids to dislodge accumulated dust and mud prior to leaving the site where reasonably practicable).

5 Conclusion

5.1.1 The IAQM guidance is clear that, with appropriate mitigation in place, the residual effect will normally be 'not significant'.

5.1.2 During adverse weather conditions, or where there is an interruption to the water supply, there may be occasional, short-term dust annoyance; however, the likely scale and duration of these effects would not change the conclusion that the residual effects are insignificant.

6 References

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7 Glossary

AQMA	Air Quality Management Area
Defra	Department for Environment, Food and Rural Affairs
Exceedence	A period of time when the concentration of a pollutant is greater than the appropriate air quality objective. This applies to specified locations with relevant exposure
HDV	Heavy Duty Vehicles (> 3.5 tonnes)
IAQM	Institute of Air Quality Management
LAQM	Local Air Quality Management
µg/m^3	Microgrammes per cubic metre
Objectives	A nationally defined set of health-based concentrations for nine pollutants, seven of which are incorporated in Regulations, setting out the extent to which the standards should be achieved by a defined date. There are also vegetation-based objectives for sulphur dioxide and nitrogen oxides
PM_{10}	Small airborne particles, more specifically particulate matter less than 10 micrometres in aerodynamic diameter
Standards	A nationally defined set of concentrations for nine pollutants below which health effects do not occur or are minimal

8 Appendices

A1 Air Quality and Dust Risk Assessment Methodology

A1.1. Introduction

A1.1.1 The London Plan SPG on the Control of Dust and Emissions During Construction and Demolition (GLA, 2014) divides activities on construction sites into four types to reflect their different potential impacts:

- demolition;
- earthworks;
- construction; and
- trackout.

A1.1.2 A series of steps then consider the potential impact due to:

- the risk of health effects from an increase in exposure to PM_{10} and $PM_{2.5}$;
- annoyance due to the deposition of dust;
- harm to the natural environment.

A1.2. Step 1: Screen the Need for a Detailed Assessment

A1.2.1 An assessment is required where there is a human receptor within 50 m of the site boundary, and/or within 50 m of the route(s) used by construction vehicles on the public highway, up to 500 m from the site entrance(s), or where there is an ecological receptor within 50 m of the site boundary, and/or within 50 m of the route(s) used by construction vehicles on the public highway, up to 500 m from the site entrance(s).

A1.2.2 Where the need for a more detailed assessment is screened out, it can be concluded that the level of risk is negligible, and any effects will be not significant.

A1.3. Step 2: Assess the Risk of Dust Impacts

A1.3.1 A site is allocated to a risk category based on two factors:

- the scale and nature of the works, which determines the potential dust emissions magnitude (Step 2A); and
- the sensitivity of the area to dust impacts (Step 2B).

A1.3.2 These two factors are combined at Step 2C to determine the risk of dust impacts from each type of construction activity, with no mitigation applied.

Step 2A: Potential Dust Emissions Magnitude

A1.3.3 The dust emission magnitude is classified as small, medium or large. Examples of how the potential dust emission magnitude for each activity can be defined are shown in **Table A1**.

Table A1: Examples of How the Dust Emission Magnitude can be Defined

Class	Example
Demolition	
Large	Total building volume >50,000 m^3, potentially dusty construction material (e.g. concrete), on site crushing and screening, demolition activities >20 m above ground level.
Medium	Total building volume 20,000 m^3 – 50,000 m^3, potentially dusty construction material, demolition activities 10-20 m above ground level.
Small	Total building volume <20,000 m^3, construction material with low potential for dust release (e.g. metal cladding or timber), demolition activities <10 m above ground, demolition during wetter months.
Earthworks	
Large	Total site area >10,000 m^2, potentially dusty soil type (e.g. clay, which will be prone to suspension when dry to due small particle size), >10 heavy earth moving vehicles active at any one time, formation of bunds >8 m in height, total material moved >100,000 tonnes.
Medium	Total site area 2,500 m^2 – 10,000 m^2, moderately dusty soil type (e.g. silt), 5-10 heavy earth moving vehicles active at any one time, formation of bunds 4 m – 8 m in height, total material moved 20,000 tonnes – 100,000 tonnes.
Small	Total site area <2,500 m^2, soil type with large grain size (e.g. sand), <5 heavy earth moving vehicles active at any one time, formation of bunds <4 m in height, total material moved <20,000 tonnes, earthworks during wetter months.
Construction	
Large	Total building volume >100,000 m^3, piling, on site concrete batching; sandblasting.
Medium	Total building volume 25,000 m^3 – 100,000 m^3, potentially dusty construction material (e.g. concrete), on site concrete batching.
Small	Total building volume <25,000 m^3, construction material with low potential for dust release (e.g. metal cladding or timber).
Trackout [a]	
Large	>50 HDV (>3.5t) outward movements in any one day, potentially dusty surface material (e.g. high clay content), unpaved road length >100 m.
Medium	10-50 HDV (>3.5t) outward movements in any one day, moderately dusty surface material (e.g. high clay content), unpaved road length 50 m – 100 m.
Small	<10 HDV (>3.5t) outward movements in any one day, surface material with low potential for dust release, unpaved road length <50 m.

a These numbers are for vehicles that leave the site after moving over unpaved ground.

Step 2B: Define the Sensitivity of the Area

A1.3.4 The sensitivity of the area takes account of:

- the specific sensitivities of receptors in the area;
- the proximity and number of those receptors;
- in the case of PM_{10}, the local background concentrations; and
- site-specific factors, such as whether there are natural shelters, such as trees, to reduce the risk of wind-blown dust.

A1.3.5 The specific sensitivities of different types of receptor to dust soiling and PM_{10} are shown **Table A2**, **Table A3** and **Table A4**. Professional judgement should be used to identify where on the spectrum of sensitivity a receptor lies, taking account of specific circumstances, i.e. the first occupants of residential units on a phased development may be expected to be less sensitive to dust soiling.

A1.3.6 The sensitivity of the area is then determined from the specific sensitivities of the receptors using the matrices set out in **Table A5**, **Table A6** and **Table A7**. Professional judgement should be used to determine the final sensitivity of the area, taking account of:

- any history of dust generating activities in the area:
- the likelihood of concurrent dust generating activity on nearby sites;
- any pre-existing screening between source and receptors;
- any conclusions drawn from analysing local meteorological data which accurately represents the area; and if relevant, the season during which the works will take place;
- any conclusions drawn from local topography;
- duration of the potential impact, as a receptor may become more sensitive over time; and
- any other known specific receptor sensitivities.

Step 2C: Define the Risk of Impacts

A1.3.7 The dust emission magnitude determined at Step 2A is combined with the sensitivity of the area determined at Step 2B to determine the risk of impacts with no mitigation applied. The level of risk for each activity is determined using the matrix in **Table A8**.

A1.4. Determine Site Specific Mitigation

A1.4.1 The dust risk category determined at Step 2C has been used, along with the professional judgement of the consultant, to determine the appropriate level of mitigation at the site. The highly recommended and desirable mitigation measures set out in the London Plan SPG form the basis of the mitigation set out in **Section 4**.

A1.4.2 The mitigation measures will inform an Air Quality and Dust Management Plan (AQDMP), which will be submitted to the local authority for approval prior to works commencing on-site.

A1.4.3 The London Plan SPG is clear that the primary aim of the risk assessment is to identify site specific mitigation that, once adopted, will ensure that there will be no significant effect.

Table A2: Sensitivities of People to Dust Soiling

Class	Principles	Examples
High	Users can reasonably expect enjoyment of a high level of amenity; or the appearance, aesthetics or value of their property would be diminished by soiling; and the people or property would reasonably be expected a to be present continuously, or at least regularly for extended periods, as part of the normal pattern of use of the land.	Dwellings, museum and other culturally important collections, medium and long term car parks and car showrooms.
Medium	Users would expect to enjoy a reasonable level of amenity, but would not reasonably expect to enjoy the same level of amenity as in their home; or the appearance, aesthetics or value of their property could be diminished by soiling; or the people or property wouldn't reasonably be expected to be present here continuously or regularly for extended periods as part of the normal pattern of use of the land.	Parks and places of work.
Low	The enjoyment of amenity would not reasonably be expected; or property would not reasonably be expected to be diminished in appearance, aesthetics or value by soiling; or there is transient exposure, where the people or property would reasonably be expected to be present only for limited periods of time as part of the normal pattern of use of the land.	Playing fields, farmland (unless commercially-sensitive horticultural), footpaths, short term car parks and roads.

Table A3: Sensitivities of People to PM_{10}

Class	Principles	Examples
High	Locations where members of the public may be exposed for eight hours or more in a day.	Residential properties, hospitals, schools and residential care homes.
Medium	Locations where the people exposed are workers, and where individuals may be exposed for eight hours or more in a day.	Office and shop workers, but will generally not include workers occupationally exposed to PM_{10}
Low	Locations where human exposure is transient.	Public footpaths, playing fields, parks and shopping streets.

Table A4: Sensitivities of Receptors to Ecological Effects

Class	Principles	Examples
High	Locations with an international or national designation and the designated features may be affected by dust soiling; or locations where there is a community of a particularly dust sensitive species.	Special Areas of Conservation (SAC) with dust sensitive features.
Medium	Locations where there is a particularly important plant species, where its dust sensitivity is uncertain or unknown; or locations with a national designation where the features may be affected by dust deposition.	Sites of Special Scientific Interest (SSSI) with dust sensitive features.
Low	Locations with a local designation where the features may be affected by dust deposition.	Local Nature Reserves with dust sensitive features.

Table A5: Sensitivity of the Area to Dust Soiling Effects on People and Property[1]

Receptor Sensitivity	Number of Receptors	Distance from the Source (m)			
		<20	<50	<100	<350
High	**>100**	High	High	Medium	Low
	10-100	High	Medium	Low	Low
	1-10	Medium	Low	Low	Low
Medium	**>1**	Medium	Low	Low	Low
Low	**>1**	Low	Low	Low	Low

Table A6: Sensitivity of the Area to Human Health Effects[1]

Receptor Sensitivity	Annual Mean PM_{10}	Number of Receptors	Distance from the Source (m)				
			<20	<50	<100	<200	<350
High	**>32 µg/m^3**	**>100**	High	High	High	Medium	Low
		10-100	High	High	Medium	Low	Low
		1-10	High	Medium	Low	Low	Low
	28-32 µg/m^3	**>100**	High	High	Medium	Low	Low
		10-100	High	Medium	Low	Low	Low
		1-10	High	Medium	Low	Low	Low
	24-28 µg/m^3	**>100**	High	Medium	Low	Low	Low
		10-100	High	Medium	Low	Low	Low
		1-10	Medium	Low	Low	Low	Low
	<24 µg/m^3	**>100**	Medium	Low	Low	Low	Low
		10-100	Low	Low	Low	Low	Low
		1-10	Low	Low	Low	Low	Low
Medium	-	**>10**	High	Medium	Low	Low	Low
	-	**1-10**	Medium	Low	Low	Low	Low
Low	-	**>1**	Low	Low	Low	Low	Low

[1] For demolition, earthworks and construction, the distances are measured from the dust source, or the application site boundary. For trackout, the distances are measured from the side of the roads used by construction traffic. Without site-specific mitigation, trackout may occur from roads up to 500 m from large sites, 200 m from medium sites and 50 m from small sites, as measured from the site exit. The impact declines with distance from the site, and it is only necessary to consider trackout impacts up to 50 m from the edge or the road.

Table A7: Sensitivity of the Area to Ecological Effects[1]

Receptor Sensitivity	Distance from the Source (m)	
	<20	<50
High	High	Medium
Medium	Medium	Low
Low	Low	Low

Table A8: Defining the Risk of Dust Impacts

Sensitivity of the Area	Dust Emission Magnitude		
	Large	Medium	Small
Demolition			
High	High Risk	Medium Risk	Medium Risk
Medium	High Risk	Medium Risk	Low Risk
Low	Low Risk	Low Risk	Negligible
Earthworks			
High	High Risk	Medium Risk	Low Risk
Medium	Medium Risk	Medium Risk	Low Risk
Low	Low Risk	Low Risk	Negligible
Construction			
High	High Risk	Medium Risk	Low Risk
Medium	Medium Risk	Medium Risk	Low Risk
Low	Low Risk	Low Risk	Negligible
Trackout			
High	High Risk	Medium Risk	Low Risk
Medium	Medium Risk	Low Risk	Negligible
Low	Low Risk	Low Risk	Negligible

A2 Professional Experience

Bob Thomas, BSc (Hons) PgDip MSc MIEnvSc MIAQM CSci

Bob Thomas is a Director at AQA, with over eleven years' experience in the field of air quality management and assessment. He has carried out air quality assessments for a wide range of developments, including residential, commercial, industrial, minerals and waste developments. He has been responsible for air quality projects that include ambient air quality monitoring of nitrogen dioxide, dust and PM_{10}, the assessment of nuisance odours and dust, and the preparation of Review and Assessment reports for local authorities. He has extensive dispersion modelling experience for road traffic, energy centre and industrial sources, and has completed many stand-alone reports and chapters for inclusion within an Environmental Statement. Bob has worked with a variety of clients to provide expert air quality services and advice, including local authorities, planners, developers, architects and process operators, and has provided expert witness services at public inquiry. He is a Chartered Scientist, a Member of the Institute of Air Quality Management and a Member of the Institution of Environmental Sciences.

A full CV for Bob Thomas is available at http://aqassessments.co.uk/about

RISK ASSESSMENT and METHOD STATEMENT

The Pest Company (Surrey) Ltd
26 Kings Hill Avenue,
West Malling,
Kent,
ME19 4AE

Activity: To install 7 metal external rat bait stations. 8 visits per annum to routinely check and maintain and replenish bait.
At 36 Avenue Rd, NW8

Arrangements; **Organise with Martin Zubcak for the Initial set up visit to install 7 metal rat bait stations.**

Person completing this statement: Steve Mills (07710 661530) **Tel:** Operations contact (07710 661530) Steve Mills

Commencement date of job- TBA **Contact Name:** Phil Barnard 07467 940606 Matthew Homden 07969 660556

Work Description	Equipment or plant required	Possible hazards	Safety controls including personal protective equipment (PPE)	Licenses or qualifications
1. To install 7 metal external tamper proof rat bait stations around the perimeter of the site. 8 follow up visits to maintain and replenish bait.	**Metal Bait stations. Cordless drill, screws. Roban Oktablok Bait. Safety Data Sheet will be included in the site Pest Control File**	Accident with drill. Ingestion of poison. Work to be carried out on active building site.	Gloves, High visibility vest, protective glasses and hard hat. Steel toe boots to be worn.	BPCA member/ Level 1 and 2 qualified. PASMA Qualified CHAS approved. Fully insured public and employers Health and safety certified
2.				
3			Authorised Signature	*Steven Mills*
4.				

OTHER NOTES

Health and safety Policy and Statement

This the health safety Policy Statement of

The Pest Company Ltd

Table of Content

INTRODUCTION

Building contractor recognises and accepts its obligations as an employer in providing a safe and healthy workplace and working environment for all employees, visitors, client and any others affected by company activities both on Building contractor premises and off site on clients' premises or on rented premises.

This Health and Safety Policy provides details of the arrangements for health and safety within the company and is in three parts:

Part 1. General Statement of Health and Safety Policy
Part 2. Organisation and Arrangements
Part 3. Arrangements
Part 4. Control of Substances hazard to Health (COSHH)

Each employee has a part to play in making the policy work. By accepting the responsibility and challenge that this policy presents, we all stand to benefit by having a safer and healthier place of work.

It is only by giving safety a high priority at all times that we can ensure that we, colleagues, clients and the general public are protected from the hazards which may exist throughout our working operations.

We expect all employees to make themselves fully conversant with, and conscientiously discharge, their duties and responsibilities as defined in this Policy document, thereby ensuring that our operations are undertaken with full regard to Health, Safety and Welfare.

Safety is the concern of each and every employee within our organisation. You should therefore read, and comply with the contents of this document and encourage others to do likewise, should you have any questions relating to this document or our working practices you should speak management.

The Pest Company Ltd
Updated; 01/2013
James Mills

Part 1

General Statement of Health and Safety Policy

The Pest Company Ltd accepts that it has both a moral and legal responsibility for the Health, Safety and Welfare of its employees, Clients and members of the general public who may be affected by our activities. This Company believes that injury, damage and loss can be avoided and that consideration for health, safety and welfare should rank equally with all other commercial considerations in delivering its services.

In accordance with our duty as an employer under Section 2(3) of the Health and Safety at Work, etc., Act, 1974, and in fulfilling our obligations to both employees, clients, and the public who may be affected by company activities, the Principal has produced the following statement in respect of company policy on health and safety.

It is the policy of **The Pest Company Ltd** to take all reasonably practicable steps to ensure the safety, health and welfare of our employees, contractors, clients, visitors and any others affected by the activities carried out is in a safe and reasonable manor.

The management fully recognises and understands its responsibilities in providing safe and healthy working conditions and we will ensure that our statutory duties are met in full at all times.

It is our intention to promote and maintain high standards of safety by providing a safe workplace, safe equipment, safe materials, and safe systems of work in order to minimise the risk of injuries or damage to health. We recognise that proper and adequate training in the use of tools, machinery and chemicals is critical to maintaining a safe workplace, either in the office or on site.

Every employee will be given such information, instruction and training as is necessary to enable the safe performance of their duties. Adequate facilities and arrangements will be maintained to enable employees to raise issues of health and safety with management should they feel it necessary. As a responsible company we will consult with employees on health, safety and welfare matters to best determine how to improve its implementation in our operations.

The Pest Company Ltd will appoint competent qualified people to assist in meeting our statutory duties including, where appropriate, specialists outside of our organisation to provide the necessary advice on health and safety matters. Adequate resources will be allocated to ensure the objectives of this Policy are achieved in full.

This policy will be reviewed annually or as legislation demands and re-issued. Where appropriate any amendments incorporated into this Policy will be brought to the attention of employees as those revised changes are implemented.

Whilst the responsibility for compliance with Health and Safety legislation will always remain with management each individual has a legal obligation to take reasonable care for his or her own safety, and for the safety of those affected by his or her activities. The successful promotion and implementation of this policy relies on the full commitment and co-operation of all employees enabling **The Pest Company Ltd** to comply with its statutory duties and to maintain a safe working environment.

Full details of the organisation and arrangements for health and safety are contained in Parts 2 and 3 of this document.

Signed: Date: 05/02/13

James Mills

James Mills
Director
The Pest Company Ltd

Part 2

Responsibilities

The overall and final responsibility of health safety and welfare lies with the managing Director.
The day to day responsibility for the implementation and practices of the Policy lies with the Operations Director who is responsible for the effectiveness of the Company's Safety, Health and Welfare. It is his/her duty to review and amend the Policy as required by changes in legislation, and as the business changes its working activities, grows in size.

He/She will ensure that the objectives of this policy are fully understood and observed by all levels of the workforce.

He/She will ensure adequate funds are allocated to meet the requirements of the Policy, and that adequate arrangements exist to enable effective management of health and safety matters. Further he/she will ensure that projects are adequately priced to allow for safety resources, proper welfare facilities, safe working methods and equipment to avoid injury, damage and wastage.

He/She will appoint competent persons to assist him/her to comply with his obligations under all health and safety legislation. Ensuring such persons classed as competent are/will be trained to enable them to carry out their duties.

He/She is to make one self aware of all appropriate safety statutory requirements affecting the Company. This she/he will achieve by regularly liaising with all necessary agencies such as the Health and Safety Executive (HSE), Local Authority Health and Safety, Trade Associations, etc.

He/She will ensure all necessary and adequate health and safety training is provided to all persons involved in Company operations. New staff as part of their induction process will be made aware of their responsibilities defined by our Health & Safety policy. Apart from regular training reviews (half yearly) employees will receive training before they commence new working practices or new machinery is deployed.

He/She will ensure that sound working practices are observed as laid down in Approved Codes and Codes of Practice. He/She will ensure that all suitable and sufficient risk assessments are undertaken to safeguard the health and safety of the workforce and others not in his/her employment but affected by Company undertakings, to ensure that appropriate control measures are installed. He/She is also to ensure that risk assessments are reviewed as necessary and that all findings are recorded.

He/She will initiate the reporting (in accordance with RIDDOR), investigation and costing of injury, damage and loss. He/She will further promote analysis of these investigations to discover trends and implement as necessary additional control measures to reduce risk. He/She will liaise with external accident prevention organisations and encourage the distribution of safety literature throughout the Company.

He/She will consult as necessary with the workforce to discuss accident prevention, safety performance, and safety improvements welcoming any positive safety suggestions that they may present. He/She will further ensure that all safety suggestion, grievances and complaints from the workforce are fully investigated and take the appropriate action.

He/She will take necessary action against any member of the workforce failing to satisfactory discharge their responsibilities to health and safety, making sure that good health and safety practices do not go unrecognised.

Managers

Managers are to liaise closely with clients and Contractors in respect to all issues relating to health & safety matters.

They will ensure the workforce understands and adheres to:

- Details of workplace/site safety management
- Workplace/site emergency procedures
- Workplace/site first aid and welfare facilities
- Workplace/site rule
- PPE regulations

Managers will ensure the Company's and statutory safety rules and regulations are fully complied with. They will regularly report to the Responsible Named Director upon all matters relating to health and safety and immediately report:

- Any unsafe, unhealthy or illegal working practice.

- Any accident, dangerous occurrence, event or near miss (in accordance with RIDDOR) and any consequence resulting.

Managers will ensure that an appropriate risk assessment is undertaken for any work within their area of responsibility. Where risk is considered to be a significant factor it must be formally recorded and the site monitored by the health & safety officer.

Health & Safety Manager

Apart from other Company duties, the Health and Safety Manager will be responsible for the health, safety and welfare of the all company premises and sites. All office facilities are to be maintained in accordance with statutory requirements.

The manager is to ensure that a fire risk assessment in accordance with the Fire Precautions (Workplace) Regulations, 1997 is conducted for Company premises and put in place the necessary control measures. Fire safety precautions are to be maintained and emergency procedures clearly displayed. He/she will ensure fire exits are kept clear.

In the event of an emergency he/she is to take the appropriate action to notify the emergency services and until such time as relieved of his/her duties take charge of the situation ensuring no one is put into danger.

He/she is to ensure that all office equipment is correctly installed and regularly maintained and be responsible for maintaining the company's health and safety library.

He/she will ensure that all machinery, tools and power tools are adequately maintained to ensure they are fit for purpose, where necessary ensuring that maintenance are filed for easy reference.

He/She will ensure that welfare facilities are regularly maintained in a clean and healthy state. He/she as **The Pest Company Ltd** responsible person for First Aid is to ensure that all Company first aid kits are kept fully stocked and all first aid rendered following an accident are recorded in the register.

Where activities are delivered off-site the person responsible for maintaining compliance with the Policy will be the Health and Safety Manager. Employees visiting client site should always wear appropriate PPE and their ID badges. They should also sign in on the Clients premises before commencing work and out when leaving the site.

Where work is being delivered off site, prior to commencing work the project manager should familiarise his/her self with the sites safety requirements and will identify by means of a risk assessment any potential hazards. In addition he/she is to review fire safety precautions to ensure, emergency procedures fire exits, and that all fire escapes are free of obstruction and all fire assembly points are clearly identified.

Work will only commence when a risk assessment has been undertaken and the employees engaged on the site/project understand the risks and their responsibilities. If the project manager is in any doubt about the appropriate procedures, he/she should seek prompt advice from the health and safety manager. Where premises are rented by **The Pest Company Ltd** on a temporary basis, a copy of an up-to-date fire safety certificate (not more than 12 months old) will be obtained from the owners of the property.

Employees

The Health and Safety at Work Act 1974, places certain responsibilities and obligations upon employees, these are:

- To take reasonable care of the health and safety of him/herself and other persons who may be affected by his/her acts or omissions at work, and

- As regards any duty, liability or requirement imposed upon his/her Employer or any other person or under any of the relevant statutory provisions or measures, is to co-operate with them so far as is necessary to enable that duty, liability or requirement to be performed or complied with.

No Employee shall:

- Intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety or welfare in pursuance of any of the relevant statutory provisions.

- Take risks that may cause an accident to themselves and/or other persons.

All employees are reminded of their responsibility to co-operate with management and to take reasonable care of themselves and others. Whenever they are aware of any unsafe conditions, or notice a health and safety problem that they cannot put right without putting themselves at risk, they are to bring this matter to the attention of an appropriate Manager or report the same to the health & safety officer.

All employees are required:

- All employees are required to wear appropriate personal protective clothing when on site, failure to wear PPS will be deemed misconduct and dealt with within the company's disciplinary code

To make themselves aware of emergency procedures for Company premises and for other areas they may be required to work on. Where in doubt of procedures they are to ask for clarification from a Manager.

- To work in a safe manner at all times and are not to take any risks that could endanger themselves or others.
- To warn others, particularly young and/or trainee employees of all known hazards or when they are stepping into danger.
- Not to play dangerous or practical jokes or 'horseplay' whilst at work.
- To report to management any injury or illness to himself or herself which has been caused through a working incident, even if they consider it to be very minor and does not stop them working.
- To report to management any illness, disability, or whether they are undergoing treatment or have been prescribed medication which could constitute a hazard to themselves or others whilst at work.
- Not to work if under the influence of alcohol or illegal substances.

Contractors

It is **The Pest Company Ltd** objective to secure and maintain high standards of health and safety compliance within all areas under our control the provisions of this health and safety policy therefore applies to all contractors and other persons engaged to undertake specific work on our premises, sites or undertaken on the behalf of **The Pest Company Ltd** and forms part of the terms of contract.

Contractors will be required to submit a copy of their health & safety policy and appropriate risk assessments before they commence work.

Contractors and their employees will be expected to work safely. Contractors are to undertake and conduct their activities in accordance with relevant statutory provisions, safe working practices, methods and procedures taking into account the safety of other persons and property.

They are to familiarise themselves with Company emergency procedures and are required to accept any health and safety instruction and training provided by our company in delivering our services.

Any breach of our Company's health and safety rules or any legal requirements may lead to the suspension of work, at the contractor's own expense, or termination of the contract.

Part 3

Arrangements

DISPLAY SCREEN EQUIPMENT (DSE)

Under the Health and Safety (Display Screen Equipment) regulations **The Pest Company Ltd** must carry out an analysis of workstations for the purpose of assessing risks, in particular the risks of musculo-skeletal discomfort, visual disturbance and mental stress. Risks must be remedied, so far as reasonably practicable.

The company acknowledges that health and safety hazards may arise from use of this type of equipment. It is the intention of **The Pest Company Ltd** to ensure that any risks are reduced to a minimum. Whilst it is generally recognised that the use of DSE can be undertaken without undue risks to health, it is appreciated that some employees or contractors may have genuine reservations and concerns.

Users of DSEs are to adhere to the following daily start-up checks before operating this equipment:

- Sit right back in your chair so that the backrest can support you.
- Form a relaxed curve in your lower back and adjust your backrest to provide support when in this position.
- Raise or lower your seat until your forearms are horizontal, make sure your wrists are straight when your hands are on the keyboard.
- Use a footrest if your feet do not comfortably touch the floor.
- Remove any obstacles under your desk that prevents you sitting in an upright position.
- Check your workstation has not become disorganised forcing you to sit in an awkward position.
- Set your display viewing distance to suit screen characters and copy stand text size.
- Position your copy stand close to the screen (e.g. same height and viewing distance and next to display).
- Adjust your screen and copy stand angle to suit your sitting position.
- Adjust the brightness control to suit the office lighting level.
- Adjust the brightness control if the light levels have altered since you started work, lower window blinds if sunlight is causing glare.

All equipment will be monitored and serviced every 6 months or shorter periods should the manufacturer specify with the results filed in the company's Health & Safety file. All equipment will be maintained and serviced annually by a competent technician. Where employees or contractors health or welfare is affected through the use of inappropriate equipment provided, measures will be taken to identify and replace it with more suitable equipment. Employees or contractors are free to communicate any issues regarding computers, telephones or display equipment at any time to their Manager or to the Health & Safety Officer.

ELECTRICITY

All electrical equipment and electrical systems installed and used on Company premises are subject to the Electricity at Work Regulations 1989. Electricity can not only cause shock, but also cause burns and start fires. It should therefore never be treated lightly. All electrical equipment and systems within the workplace is/will be installed and maintained by a competent person.

If at any time a temporary electrical system is used, this wiring must be as safe as a permanent installation and must be replaced by a permanent installation as soon as practicable if it is likely to be needed for a period longer than six weeks. Avoid using long extension leads wherever possible. If a reel extension lead is used, ensure that the cable is completely wound off the reel before connecting to main supply.

Most people are aware of the health and safety hazards associated with electricity. To avoid injury, or worse, it is essential that employees adopt the following precautions:

- Report faults immediately, do not use or continue to use faulty equipment.
- Do not carry out repairs, etc., or even fit plugs, unless authorised to do so.
- On a daily basis, or when you first use electrical equipment it should be visually checked to ensure that there are no obvious faults, e.g. exposed or loose wires, cracked plugs or sockets, switches not working correctly. Any faults must be reported to the Health & Safety manager immediately and the equipment not used.

Some faults, such as the loss of earth conductivity due to wires breaking or coming loose within equipment, the breakdown of insulation and internal contamination will not be spotted by visual inspections.

To identify these problems, a programme of inspection of all electrical equipment will be undertaken every 12 months by a qualified electrical technician and the results recorded in company's Health & Safety file.

An approved company appointed a qualified person would carry out all tests and inspections. As well as testing as part of the planned maintenance programme, combined inspection and testing should/will be carried out:

- If there is reason to suspect the equipment may be faulty, damaged but the fault cannot be confirmed by visual inspection
- After any repair, modification or similar work to the equipment which may have affected its operational safety.

Any electrical equipment for use off-site by operatives or clients must be checked before use for sparks or loose connections. This equipment is likely to consist of tape recorders and CD players and kettles. Should a fault be suspected operatives should immediately stop using the equipment and report the problem to their health and safety manager.

EMERGENCY PROCEDURES

It is the intention of **The Pest Company Ltd** to ensure that any risks arising from work activities are eliminated or reduced to a minimum. However, management acknowledges that despite these measures it cannot be assumed that a major incident will never occur. Although, such an incident is highly unlikely if potential risks are adequately controlled.

The consequences could be catastrophic if risks are not controlled. To this end, **The Pest Company Ltd** has put in place certain emergency procedures to ensure injury and damage limitation in the event of such an incident. Management will also endeavour to give information and training as often as is necessary to all employees (and other persons, such as contractors and visitors) to enable a better understanding of these matters.

In order to be prepared for any emergency event, **The Pest Company Ltd** will plan for reasonably foreseeable incidents and has arranged a written plan outlining procedures to be followed in such an event. Management in consultation with employees and contractors or their representatives will:

- ✓ Carry out a risk assessment to identify foreseeable major incidents for which emergency procedures would be required.

- ✓ Establish procedures to be followed by employees, contractors and visitors in the event of an emergency situation, including:

- ✓ Raising the alarm
- ✓ Means of escape
- ✓ Assembly points and "safe havens"
- ✓ Summoning the emergency services
- ✓ Evacuation of persons

- ✓ Appoint persons to be responsible for specific procedures in the event of an emergency situation.

- ✓ Emergency procedures are devised for all to follow in the event of a situation presenting serious and imminent dangers. The aim is to set out clear guidance on when employees, contractors, visitors and others persons, should stop what they are doing and be moved or guided to a place of safety.

In the event of emergencies such as power supply failure, lift breakdown, gas or water emergency, flood or failure of building or where a suspect package is found employees will immediately report the incident to the management.

FIRST AID (Onsite Offices)

The Health and Safety (First Aid) Regulations 1981 states "An employer shall provide, or ensure that there are provided, such equipment and facilities as are adequate and are appropriate in the circumstances for enabling first aid to be rendered to employees if they are injured or become ill at work". In order to discharge our duties , **The Pest Company Ltd** will provide adequate facilities and an appropriate trained person to render first aid to ill or injured employees, contractors or visitors.

The Company's appointed person (for first aid) shall be (insert name). All first aid facilities (including the Accident Book) shall be kept in the main office at all times.

HOUSEKEEPING (Onsite Offices)

Poor standards of housekeeping are common cause of injury and accident in the workplace, low standards often result from poor working practices and/or organisation deficiencies. Poor house-keeping.

Employees and contractors must ensure that areas they are responsible for are maintained to satisfactory standards of housekeeping at all time. Workplace inspections are to be carried out on a regular basis to identify where standards require improvement. These are to be highlighted for remedial action.

All employees and contractors are responsible for ensuring that they do not allow waste material to accumulate in their working area and for keeping their workstations and work areas tidy. They are to report problems relating to storage or removal of articles and waste to the health and safety manager.

Floors must be cleaned on a regular basis and waste bins must be emptied daily. Rubbish is to be kept in suitable containers and must not be allowed to overflow. Combustible waste must be kept away from ignition sources. Large items of rubbish that may pose a particular hazard must be removed separately and without delay. Obsolete items of equipment or furniture and "come-in-handy" items must also be disposed of.

In order to ensure that satisfactory standards of housekeeping are achieved the following arrangements are to be adhered to by all:

- Check that the workplace is free of hazards at the beginning of each day.
- Always put articles/tools away immediately after use.
- Clear up any spillage, etc. immediately.
- Do not allow objects to protrude into passages.
- Ensure that waste materials are properly stored and removed on a regular basis.
- Ensure that special arrangements (do not leave it all to the cleaners) are made for the removal of unusual or extra large objects or substances.
- Do not store articles or substances anywhere other than in its designated correct storage.
- Ensure the workplace is tidy and articles and substances are put away at the end of the working day.

INCIDENTS AND ILL HEALTH REPORTING

All injuries, disease, damage and/or 'near-miss' resulting from incidents related to **The Pest Company Ltd** working activities, whether it is on or, is during access to and from company premises and workplaces must be reported. This not only applies to Company employees but also to contractors, clients, visitors and trade-persons injured whilst on company premises. Reports are to be made to the Director who will then ensure that appropriate first aid, reporting, corrective and emergency action is taken.

On the completion of first-aid and emergency procedures all details of injuries are to be entered into **The Pest Company Ltd** accident book and if a notifiable incident, reported in accordance with the Reporting of Injuries, Diseases and Dangerous Occurrence Regulations 1995 (RIDDOR).

LONE WORKING

Building contractor Ltd will ensure, so far as is reasonably practicable, that employees or contractors who are required to work alone or unsupervised for significant periods of time (this includes all absences from **The Pest Company Ltd** premises including when driving on Company business) are protected from risks to health and safety.

Lone working exposes employees to certain hazards. **The Pest Company Ltd** intention is either to entirely remove the risks from these hazards or, where complete elimination is not possible, to reduce and control them to an acceptable level.

Assessments of the risks of working alone carried out under the Management of Health and Safety Regulations will confirm whether one unaccompanied person can actually do the work safely.

- ✓ Particular consideration will be given to:
- ✓ The possibility of interference, such as violence or criminal activity from other persons.
- ✓ The remoteness or isolation of workplaces.
- ✓ Any problems concerning communication.
- ✓ The nature of injury or damage to health and anticipated "worst case" scenarios.
- ✓ Employees and contractors will be given all necessary information to enable them to recognise the hazards and appreciate the risks involved when working alone. Employees and contractors will be required to follow the safe working procedures devised, which will include communication procedures and awareness of emergency procedures.
- ✓ Apart from employees and contractors being sure that they are capable of doing the job on their own, the three most important things to be certain of are that:
- ✓ The lone worker has full knowledge of the hazards and risks to which he or she is being exposed.
- ✓ The lone worker knows what to do if something goes wrong.
- ✓ Management knows the whereabouts of the lone worker and what he or she is doing.

Where **The Pest Company Ltd** personnel are expected to work alone and away from Company premises they are required to co-operate with the Health & Safety manager by informing him/her of their movements.

MANUAL HANDLING

- ✓ The Manual Handling Operations Regulations are the result of European Directive on minimum health and safety requirements for manual handling of loads where there is a risk injury to employees. The objective of the regulations is to apply an ergonomic approach to the prevention of injury while carrying out manual handling tasks.

- ✓ **The Pest Company Ltd** has a duty to make evaluations and then assessments of workplace manual handling operations. Where, so far as it is reasonably practicable, we will avoid the need for employees to carry out those operations, which involve the risk of injury. Where this cannot be done we will ensure the following:

- ✓ To take appropriate steps to provide employees who are carrying out manual handling operations with the general indications and, where reasonably practicable to do so, precise information on the weight of each load and the heaviest side of any load whose centre of gravity is not centrally positioned.

- ✓ To make, keep up to date, review and amend a suitable and sufficient assessment of all such manual handling tasks.

- ✓ To take appropriate steps to reduce the risk to employees arising from any such operation to the lowest level reasonable practicable.

All employees are warned to always think before carry out manual handling tasks. They are to plan the lift. Where possible use handling or gets assistance. When lifting they are to use the techniques that they have been taught.

MONITORING OF COMPANY SAFETY POLICY

Suggestions on where and how safety arrangements that will benefit **The Pest Company Ltd** employees and contractors will be most welcome. Employees and contractors are requested to pass on health, safety and welfare suggestions to the Health & Safety manager.
At intervals of no less than 12 months, the Health & Safety manager will assess **The Pest Company Ltd** safety performances, review the Company Safety Policy and make changes to policy that they consider necessary after consulting with the director responsible.

NEW EQUIPMENT

Management, will ensure that all purchased, leased or loaned equipment introduced in to our working environment, meets all specific provisions of regulations and conforms to recognised BS and safety standards.

Before equipment is put to use, a competent person will ensure that it is maintained to an efficient state (in accordance with the manufacturers' specification) and is in good working order.

Before employees or contractors are expected to use equipment they will be given training in the correct and safe use of the said equipment.

No employee or contractor is to use any equipment, which they are unfamiliar with or have not been previously trained to use. If in any doubt they must seek the assistance of their line manager.

RISK ASSESSMENTS

The Management of Health and Safety Regulations makes it a legal requirement for risk assessment to be carried out for every work activity. Risk assessments are conducted to enable hazards to be identified and correct control measures to be put into place.

We need to have an idea of the relative importance of risks and to know as much about them as we can in order to take decisions on controls, which are appropriate and cost-effective. Where risk is deemed to be significant, results are to be recorded. Information based on the risk identified will be given to employees and contractors associated with the risk.

Hazard and risk - a hazard is something with the potential to cause harm and covers such areas as injury and ill health, loss of production and damage to equipment and property; a risk is the likelihood of damage, injury or harm occurring. Risk reflects both the likelihood that harm will occur and its severity.

Managers are tasked with conducting risk assessments for areas of work they are responsible for. Once the risk assessment has been carried out the assessor will formulate the control measures and make a judgement as to what preventive action is to be taken.

As far as is reasonably practicable this judgement will weigh the costs (generally time, trouble, effort, money) of reducing the risk to health against the risk. Where the costs are shown to be grossly disproportionate to the benefits that would arise, it may not be reasonably practicable for the costs to be incurred. However, all **The Pest Company Ltd** employees and contractors can be assured that they will not be put at or expected to take risks that they are unaware of.

When establishing detailed control measures and writing safe systems of work for a specific working activity, risk assessors will conduct the risk assessment at and for the proposed place of work. They will make the assessment in relation to additional hazards identified at this place and other work activities involved, paying particular attention to emergency procedures and training requirements.

TRAINING

The company will ensure that all employees and contractors receive training on health and safety, to assist them in undertaking their tasks safely and efficiently. Where considered necessary external courses on specific subjects may be arranged. It is the duty of managers to ensure subordinates receive appropriate training and instruction where required.

Arrangements for Health and Safety Training falls into five main categories:

1. Briefing of new staff, visitors and trainees
2. Health and safety briefing for existing staff, and contractors
3. Training for specific activities
4. Safety training for managers and those given a change of responsibility
5. Training of staff affected when new systems of work or technologies are introduced.

General induction health and safety training will be provided by the Health & Safety Officer.

No employee or contractor shall be engaged in any work activity where technical knowledge or experience is necessary to prevent danger or injury, unless he or she possesses such knowledge or experience, or is under such degree of supervision as may be appropriate having regard to the nature of the work. **The Pest Company Ltd** undertakes to provide to all its employees and contractors suitable instruction, information, training and supervision as may be required to carry out their duties safely.

The following shall apply:

- All new employees and contractors working in the **The Pest Company Ltd** main office will be issued with the Company's Health and Safety Policy and Professional Conduct Rules. The employee or contractor will be given suitable training with regard to his and the Company's responsibilities in this respect.

- Each employee or contractor, where relevant, will receive suitable training in any new legislation, standards, codes or practice etc. affecting their work.

- Each employee or contractor shall bring to the attention of their manager as soon as practically possible, any training needs for themselves or persons under their control.

Training records will be kept with personnel files, together with any certificates awarded from outside agencies. No person will be required to work without having had suitable training for the task involved, or as detailed in the safe system of work, unless it is for the purpose of training under close supervision.

VIOLENCE AT WORK

It is recognised that some employees or contractors may be exposed to risk of assault (be it verbal or physical) when undertaking their duties delivering the company's services.

The company has therefore adopted a Policy for dealing with violence to employees or contractors whilst at work. Under this policy the health & safety manager is responsible for monitoring and ensuring the implementation of the policy within **The Pest Company Ltd.** This can only be achieved if employees or contractors report all assaults and potential violent confrontations.

Reports should be made within one working day and filed in the Health and Safety file. Should there be an incident the health & safety manager must report the occurrence to the senior manager responsible to ensure that a proper investigation is undertaken within the provisions of the staff disciplinary code. Should the incident involve contractors employees then the investigating manager should liaise with the contractor management to resolve the issue.

Should members of the public be involved then the company reserves the right to ask the police to investigate the incident.

Managers will provide support and counselling to any employee or contractor who is assaulted while undertaking their duties.

WELFARE FACILITIES

Welfare facilities are provided in compliance with the Workplace (Health, Safety and Welfare) Regulations 1992 together with any other legislation that maybe applicable to (INSERT COMPANY NAME) premises.

Arrangements have been made to regularly clean and maintain sanitary and washing conveniences. Any reported defects in facilities will be remedied, as soon, as is reasonably practicable.

Where facilities are temporarily unavailable, such as during maintenance and repair work, suitable alternative arrangements shall be provided.

Regular testing and examination of ventilation and water systems will be undertaken to ensure that the required standards of health and safety are maintained. Water temperatures will be controlled to ensure the health and safety of users.

Any defects in washing and sanitary facilities must be reported immediately to the Company Administrator for investigation and action. In order to assist (INSERT COMPANY NAME) in maintaining suitable washing and sanitary facilities the following procedures must be followed:

- Only use those facilities that you are authorised to use and for the intended purpose; hand basins should not be used for rinsing of mops or soiled rags, etc.
- Leave the facilities in clean and tidy condition after use.
- Report any defects or problems to the Health & Safety manager.
- Ensure that spillage of water or other slip hazards are cleared up immediately.
- Use sanitary disposal units for their intended purpose.
- Do not leave spare toilet rolls or towels, etc. on the floor; keep them in their designated locations.
- Inform the health & safety manager of any special needs in relation to provision or use of sanitary or washing facilities.
- Do not smoke in toilets or washrooms.

Accommodation

Although no values are accorded to temperatures in the regulations, this Company will ensure that, during working hours, the temperature inside buildings is reasonable, i.e. has achieved 16° within one hour of work commencing. To achieve a reasonable indoor temperature **The Pest Company Ltd** will not use a method of heating or cooling which results in the escape into the workplace of fumes, gas or vapour which could be injurious or offensive to any person.

Lighting

Every room used will have suitable and sufficient lighting. Such lighting will, as far as is reasonably practicable, be natural and emergency lighting will be provided in any room in circumstances where employees would be exposed to dangers in the event of the failure of artificial lighting. The lighting provided will be such that it is adequate for the needs of the individual.

Part 4

Control of Substances Hazards to Health(COSHH)

The health and safety manager is responsible for indentifying all substances that requires a **(COSHH)** assessment he/she will require the supplier/manufacturer to provide the necessary Data sheets which will be filed in the **(COSHH)** file. Data sheets must be updated when substances are modified by the manufacturer.

The Health and Safety manager with the appropriate manager/employee will provide training in the correct application of the substances. It may be necessary on occasion to ask the manufacturer/ supplier to provide on site training in the use of new products.

Health and Safety
Compliance Partnership Ltd

Asbestos Refurbishment/Demolition Survey for

My Construction

at

36 Avenue Road

London

NW8 6HS

Associate Member

Project Number: 2880

Printed: 04/03/2019 By: Health and Safety Compliance. Using Multibase software.

Health and Safety Compliance

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Director

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SECTION ONE

SURVEY OBJECTIVES

Survey Objectives

1 Scope of Works

Health & Safety Compliance Partnership Limited were commissioned by the client to undertake an asbestos Refurbishment and Demolition survey of the site in accordance with HSG 264 to ascertain the presence of asbestos containing materials within prior to the planned refurbishment / demolition works.
The survey was carried out on the date identified at the front of this report by a P402 trained asbestos surveyor (as identified on the photograph sheets) from Health & Safety Compliance Partnership Limited, Suite 3, Business Centre, 8 Maderia Avenue, Leigh - On - Sea, Essex, SS9 3EB, this report was completed on the date identified at the front of this report.

2 Purpose / Aims / Objectives

To undertake a Refurbishment and Demolition survey.

The purpose of this survey was to locate and describe, as far as reasonably practicable all asbestos containing materials in the area where the refurbishment work will take place (or in the whole building if demolition is planned), some destructive techniques were used during the inspection which may have resulted in damaged to certain installations. Representative samples were collected and analysed for the presence of asbestos. Samples from each type of suspect asbestos containing materials found were collected and analysed to confirm or refute the surveyor's judgement. Only once the samples have been analysed can the asbestos type be confirmed.

SECTION TWO

SURVEY NOTES

Survey Notes

1 Description of Building:

The Refurbishment / Demolition survey was carried out within all areas of a large detached house built c.1970.

General Notes:

The property is currently occupied so access to the upper floors was restricted.

Basement:
Concrete ceiling with plasterboard lining
Concrete floor
Brick walls

MMMF insulation to pipework in boiler room.
Modern boilers
MMMF insulation to ductwork.
Ceramic toilet cistern in shower room.
Brick lining to hoist

Swimming pool has been drained and scaffolding has been places over the area.

External:
Metal framed windows.
Metal down pipes

2 General Site Information

All areas were included within the Refurbishment / Demolition Survey

No areas were excluded, although some may have restricted access.

There were no deviations from the agreed method

SECTION THREE

SURVEY TECHNIQUES

Survey Techniques

1 Survey Methods

A material and priority assessment for each sample taken is not required based on the assumption that any asbestos containing materials identified during the survey will be removed prior to the refurbishment works taking place.

However, Health & Safety Compliance Partnership Limited have produced a material and priority assessment for each of the asbestos containing materials identified should any refurbishment works be delayed.

Health & Safety Compliance Partnership Limited have produced a material and priority (not scored) assessment for each of the suspected asbestos containing materials identified during the survey.

Every attempt was made to inspect all the agreed areas, although areas detailed in Asbestos Register and highlighted by green hatching on the enclosed site drawings, could not be accessed.

With the information obtained during the survey and from the analysis results of the representative samples taken an asbestos register for the site has been produced and is enclosed.

The sample inspection records detail a visual material assessment taken at the time of the survey and based on the following;

Product type
Extent of damage / deterioration
Surface Treatment
Asbestos Type

Other information included is:

Level of identification (presumed, strongly presumed or identified)

An evaluation of the material risk was based on an algorithm which has derived by applying numerical values to the above criteria as detailed within Appendix 4 HSG 264 Asbestos: The Survey Guide.

The sample inspection records also detail the following factors a part of the priority assessment, although no score as been documented due the surveyor's unfamiliarity with the site;

Accessibility
Position
Amount / extent
Exposure

The risk terms have been based on guidance from within document HSG 264 Asbestos: The Survey Guide

The risks should only be considered as guidance as to the probability of asbestos containing materials to release asbestos fibres.

Room / area descriptions within this report were taken from site signs or provided by staff based personnel. Where descriptions were not available Health & Safety Compliance used generic room names.

Survey Techniques

2 Sample Analysis

All samples were analysed by an independent UKAS accredited base laboratory.

Asbestos bulk sample analysis is conducted using polarised light and dispersion staining techniques, based on HSG 248 'Asbestos: The analysts' guide for sampling, analysis and clearance procedures.'
The certificate of analysis confirming the results can be found within this report.

3 Sample Referencing

Sample numbers documented within the report should be read as follows:

001- Actual sample analysed

AS001/1-The first referenced sample to sample 001

AS001/2-The second referenced sample to sample 001 and so on…

V001-Visually presumed only, not possible to sample.
No sample taken but presumed to contain asbestos

If a material is not sampled (area was unsafe or inaccessible, etc.) a visual sample (V001) of the asbestos type usually used for that particular material will be presumed.

Should they be any doubt as to what the asbestos type used should be, the material will presumed to contain crocidolite.

For a referenced sample (AS001/1) the asbestos type identified from analysis of the actual sample (001) will be strongly presumed to contain asbestos

Survey Techniques

4 Material and Priority Assessment

A material and priority assessment for each sample taken is not required based on the assumption that any asbestos containing materials identified during the survey will be removed prior to the refurbishment works taking place.

However, Health & Safety Compliance Partnership Limited have produced a material and priority assessment for each of the asbestos containing materials indentified should any refurbishment works be delayed.

Health & Safety Compliance Partnership Limited have produced a material and priority (not scored) assessment for each of the suspected asbestos containing materials indentified during the survey.

Every attempt was made to inspect all the agreed areas, although areas detailed in the Asbestos Register and highlighted by green hatching on the enclosed site drawings, could not be accessed.

With the information obtained during the survey and from the analysis results of the representative samples taken an asbestos register for the site has been produced and is enclosed.

The sample inspection records detail a visual material assessment taken at the time of the survey and based on the following;

Product type
Extent of damage / deterioration
Surface Treatment
Asbestos Type

Other information included is:

Level of identification (presumed, strongly presumed or identified)

An evaluation of the material risk was based on an algorithm which has derived by applying numerical values to the above criteria as detailed within Appendix 4 HSG 264 Asbestos: The Survey Guide.

The sample inspection records also detail the following factors a part of the priority assessment, although no score as been documented due the surveyor's unfamiliarity with the site;

Accessibility
Position
Amount / extent
Exposure

The risk terms have been based on guidance from within document HSG 264 Asbestos: The Survey Guide

The risks should only be considered as guidance as to the probability of asbestos containing materials to release asbestos fibres.
Room / area descriptions within this report were taken from site signs or provided by staff based personnel. Where descriptions were not available Health & Safety Compliance used generic room names.

Survey Techniques

5 Product Type

Reinforced composites (plastics, resins, mastics, roofing felts, asbestos cement, decorative finishes etc) (1)

Insulating boards, mill boards, other low density insulation boards, textiles, gaskets, ropes, woven textiles and paper (2)

Thermal insulation, sprayed coatings, loose filling, mattresses and packing (3)

Extent of Damage

Good condition, no visible damage (0)

Low damage, scratches or surface marks, broken edges (1)

Medium damage, significant breakage of material, several small areas where material has been damaged, revealing loose fibres (2)

High damage, poor condition, significant deterioration, visible debris (3)

Surface Treatment

Composite materials, reinforced plastics, resins, floor tiles (0)

Enclosed sprays and insulations, sealed insulating boards, unsealed cement products etc (1)

Unsealed insulating boards, sealed insulations and sprayed coatings (2)

Unsealed insulations and sprayed coatings (3)

Asbestos Type

Chrysotile (1)

Amphibole asbestos excluding crocidolite (amosite, anthophyllite, actinolite, tremolite) (2)

Crocidolite (3)

As the priority assessment factors are the responsibility of the ‘duty holder’ no scores are allocated but their definitions are given below.

Survey Techniques

6 Accessibility

Low - highly unlikely, concerted effort to make contact with

Medium - reasonable effort to make contact with

High - unavoidable to make contact with

Position

External - not within a building, outdoors

Internal - within a building, indoors

Exposure

Staff - Persons based on site undertaking non-maintenance activities

Maintenance - In-house or contracted workers undertaking maintenance activities

Public - Non working persons visiting site

Other factors of which form part of the priority assessment and the responsibility of the ‘duty holder’ are;

The use to which the location is put
The occupancy of the area
The activities carried out within the area
The likelihood / frequency with which maintenance activities are likely to take place

The material assessment identifies the risk of which the likelihood of airborne fibre release occurs if the asbestos containing material is disturbed. It does not automatically follow that materials allocated the highest score in the material assessment are the material that should be given priority for remedial action.

Survey Techniques

7 High Risk Materials
Samples with material assessment scores of 10 or more are regarded as having a high potential to release fibres.
Urgent remedial action is generally required. It may require prevention of access to room / area in which it is located if not already prohibited.
Approved asbestos warning labels should be appropriately positioned in order to prevent accidental damage should remedial works be delayed.

Medium Risk Materials
Samples with material assessment scores of between 7 and 9 are regarded as having a medium potential to release fibres. Remedial action is generally required in order to reduce the risk. Prevention of access to room / area in which the material is located may be required. Approved asbestos warning labels should be appropriately positioned in order to prevent accidental damage should remedial works be delayed.

Low Risk Materials
Samples with material assessment scores of between 5 and 6 are regarded as having a low potential to release fibres. Approved asbestos warning labels should be appropriately positioned in order to prevent accidental damage and periodic re-inspection monitoring programmed to assess ongoing condition.
Very Low Risk Materials - Samples with material assessment scores of 4 or less are regarded as having a very low potential to release fibres. Approved asbestos warning labels should be appropriately positioned in order to prevent accidental damage and periodic re-inspection monitoring programmed to assess ongoing condition.

No Risk Materials
No asbestos detected within the sample taken. No further action required.

SECTION FOUR

SURVEY CAVEAT

Survey Caveat

1 Limitations and Reservations

During the survey every reasonable effort was made to identify the presence of asbestos containing materials within the agreed areas of inspection within the building. However, it is known that asbestos materials are commonly obscured within the fabric of buildings or sealed within inaccessible voids, therefore any activity outside the scope covered in The General Site Information or any future building works should only be undertaken after a full refurbishment survey of those area/s subject to change.

Every reasonable effort was made to inspect live equipment such as electrical fuse / switch boxes, lift motor machinery, boilers etc...However, if isolation was not possible / given, visually suspected samples will be documented and a material / priority assessment made

Only inspection within access hatches have taken place to equipment such as machinery, ducting, plant etc. However, should it be suspected that asbestos containing materials are present then a reference has been made within this report.

Areas where access could not be gained but was expected should be presumed to contain asbestos until proved otherwise. This will be documented within the asbestos register of this survey report.

It should be noted that the drawings within this report are not to scale and indicated sample points are only guidance as to their approximate locations.

The measurements / extents within this report are approximations only.

This report should not be used directly to provide quotations and tenders for the purpose of remedial works but as a basis of information and supporting documentation only.

SECTION FIVE

SURVEY RECOMMENDATIONS

Survey Recommendations

1 Management Recommendations

Although, asbestos containing materials identified within this survey will be removed prior to the refurbishment works the management recommendations laid out below should be implemented before such project/s commence, or should the project be delayed / shelved.

Following identification of asbestos containing materials within the building/s it is very important that the correct management measures are implemented. Staff and others associated with the building/s should be made aware of the exact locations of all asbestos containing materials within the building/s.

Contractors working within the building/s are required to view the asbestos register in order to establish whether the presence of asbestos will impede their works. Should this be the case remediation of the material may be necessary.

It may be wise to apply asbestos warning labels to materials containing asbestos.

As part of any successful asbestos management plan periodic re-inspections of all asbestos containing materials within the building/s are required.

Under no circumstance must any work with asbestos be undertaken without an assessment of work as detailed in Regulation 6 of the Control of Asbestos Regulations being undertaken. All works must be conducted in accordance with the Control of Asbestos Regulations.

If any suspect materials thought may contain asbestos are identified, and are not included within this report they should be sampled and then analysed by a UKAS accredited laboratory as a matter of urgency. All work within the vicinity should cease until analysis of the material is obtained, and the necessary action taken.

For materials in poor condition or where damage has occurred remedial works including repair, encapsulation or removal may be required. Access to areas containing asbestos in poor condition may need to be restricted until remedial actions have been completed

2 Recommendations and timescales within this report are based on the knowledge that refurbishment works are imminent, therefore no priority assessment has been made.
Should this refurbishment project be delayed or even cancelled you should contact
Health & Safety Compliance Partnership Limited to ascertain more specific recommended actions.

SECTION SIX

MATERIAL ASSESSMENT: SUMMARY BY RISK BAND

Material Assessment: Summary by Risk Band

Site Name: 36 Avenue Road

Project Number: 2880

Risk Band: Low Risk

Sample Date	Location Ref	Location ID	Drawing Reference	Area	Floor	Room	Asbestos Type	Product Name	Material Risk Score	Priority Risk Score	Comments	Action	Survey Type
01/03/19	V001	14833		Main Building	Basement	Electrical Intake Room	Chrysotile	Textile	5	N/A	Strongly presumed textile 'flashguards' to fuses within live fuse box	Removal if likely to be disturbed	RDS

Material Assessment: Summary by Risk Band

Site Name: 36 Avenue Road

Project Number: 2880

Risk Band: Very Low Risk

Sample Date	Location Ref	Location ID	Drawing Reference	Area	Floor	Room	Asbestos Type	Product Name	Material Risk Score	Priority Risk Score	Comments	Action	Survey Type
01/03/19	V002	14834		Main Building	Basement	Lobby	Chrysotile	Textured coating	4	N/A	Presumed asbestos textured coating to walls and ceiling in Lobby and walls of games room	Removal if likely to be disturbed	RDS
01/03/19	V003	14835		Main Building	External	Roof	Chrysotile	Cement	4	N/A	Presumed asbestos cement (eternit) tile to roof	Removal if likely to be disturbed	RDS

SECTION SEVEN

MATERIAL ASSESSMENT (PHOTO)

Health and Safety Compliance

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	36 Avenue Road, London, NW8 6HS
Client Name:	My Construction
Project Number:	2880

Location ID:	14833	Survey Type:	RDS
Location Ref:	V001	Product Type:	Asbestos textiles
Product:	Textile	Damage:	Low damage
Area:	Main Building	Treatment:	Enclosed sprays and lagging
Floor:	Basement	Asbestos Type:	Chrysotile
Room:	Electrical Intake Room	Identification:	Strongly Presumed
Surveyor Name:	Christopher Sammon	Quantity:	1m²
Drawing Ref:			
Asbestos ?	Yes		
Date:	01 March 2019		
Next Inspection:	31 August 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Removal if likely to be disturbed

Material Comments: Strongly presumed textile 'flashguards' to fuses within live fuse box

Health and Safety Compliance

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	36 Avenue Road, London, NW8 6HS	Client Name:	My Construction
		Project Number:	2880

Location ID:	14834	Survey Type:	RDS
Location Ref:	V002	Product Type:	Decorative finishes
Product:	Textured coating	Damage:	Medium damage
Area:	Main Building	Treatment:	Composite asbestos materials
Floor:	Basement	Asbestos Type:	Chrysotile
Room:	Lobby	Identification:	Presumed
Surveyor Name:	Christopher Sammon	Quantity:	50m²
Drawing Ref:			
Asbestos ?	Yes		
Date:	01 March 2019		
Next Inspection:	29 February 2020		

Material Risk Score:	4
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Removal if likely to be disturbed

Material Comments: Presumed asbestos textured coating to walls and ceiling in Lobby and walls of games room

Health and Safety Compliance

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	36 Avenue Road, London, NW8 6HS	Client Name:	My Construction
		Project Number:	2880

Location ID:	14835	Survey Type:	RDS
Location Ref:	V003	Product Type:	Asbestos cement
Product:	Cement	Damage:	Low damage
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	External	Asbestos Type:	Chrysotile
Room:	Roof	Identification:	Presumed
Surveyor Name:	Christopher Sammon	Quantity:	80m²
Drawing Ref:			
Asbestos ?	Yes		
Date:	01 March 2019		
Next Inspection:	29 February 2020		

Material Risk Score:	4
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Removal if likely to be disturbed

Material Comments: Presumed asbestos cement (eternit) tile to roof

SECTION EIGHT

ASBESTOS REGISTER

Asbestos Register

Site Name: 36 Avenue Road

Project Number: 2880

Location	Product type and name		Extent	Accessibility	Condition	Surface treatment	Asbestos Type	Sample	Sample no	Material Risk Score	Priority Risk Score	Total Score
Main Building, Basement, Electrical Intake Room	Asbestos textiles	Textile	1m²	Difficult Accessibility	Low damage	Enclosed sprays and lagging	Chrysotile	Strongly Presumed	V001	5		N/A
Main Building, Basement, Lobby	Decorative finishes	Textured coating	50m²	Medium Accessibility	Medium damage	Composite asbestos materials	Chrysotile	Presumed	V002	4		N/A
Main Building, External, Roof	Asbestos cement	Cement	80m²	Difficult Accessibility	Low damage	Asbestos cement sheets etc	Chrysotile	Presumed	V003	4		N/A

MATERIAL SCORES ABOVE 10 HAVE HIGH POTENTIAL TO RELEASE FIBRES

SECTION NINE

SURVEY DRAWINGS

Health and Safety Compliance

Survey Drawings and Documentation

Project Number: 2880

Key: 001 - Asbestos Sample | 001 - Non Asbestos Sample | - Restricted / No Access Area

Job No:
2880

Site:
36 Avenue Road,
London
NW8 6HS

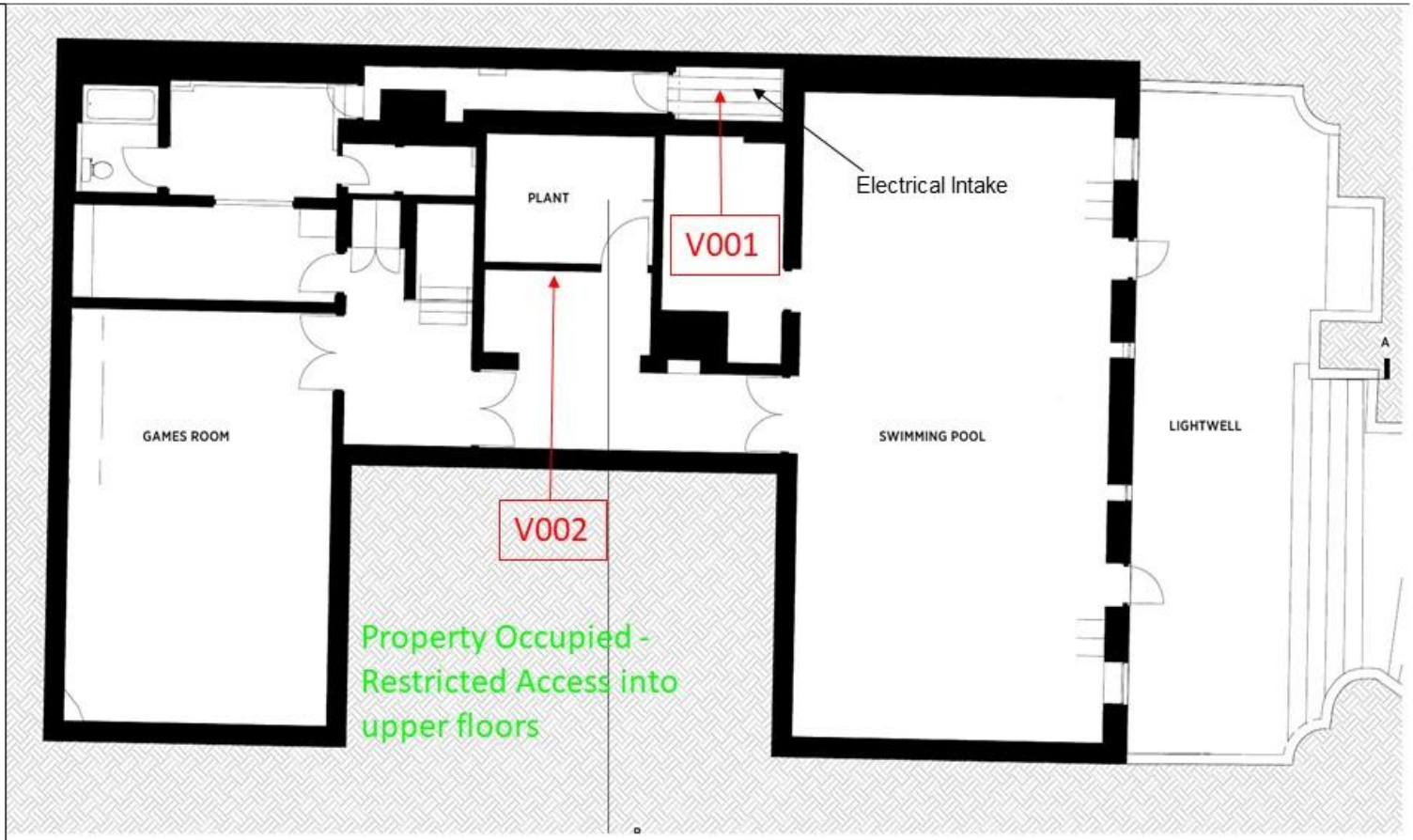
Client:
My Construction

Survey Date:
01.03.2019

Report Date:
04.03.2019

Drawing No:
1 of 2

Notes:
Not to scale



Health and Safety Compliance

Survey Drawings and Documentation

Project Number: 2880

Key: 001 - Asbestos Sample | 001 - Non Asbestos Sample | - Restricted / No Access Area

Job No:
2880

Site:
36 Avenue Road,
London
NW8 6HS

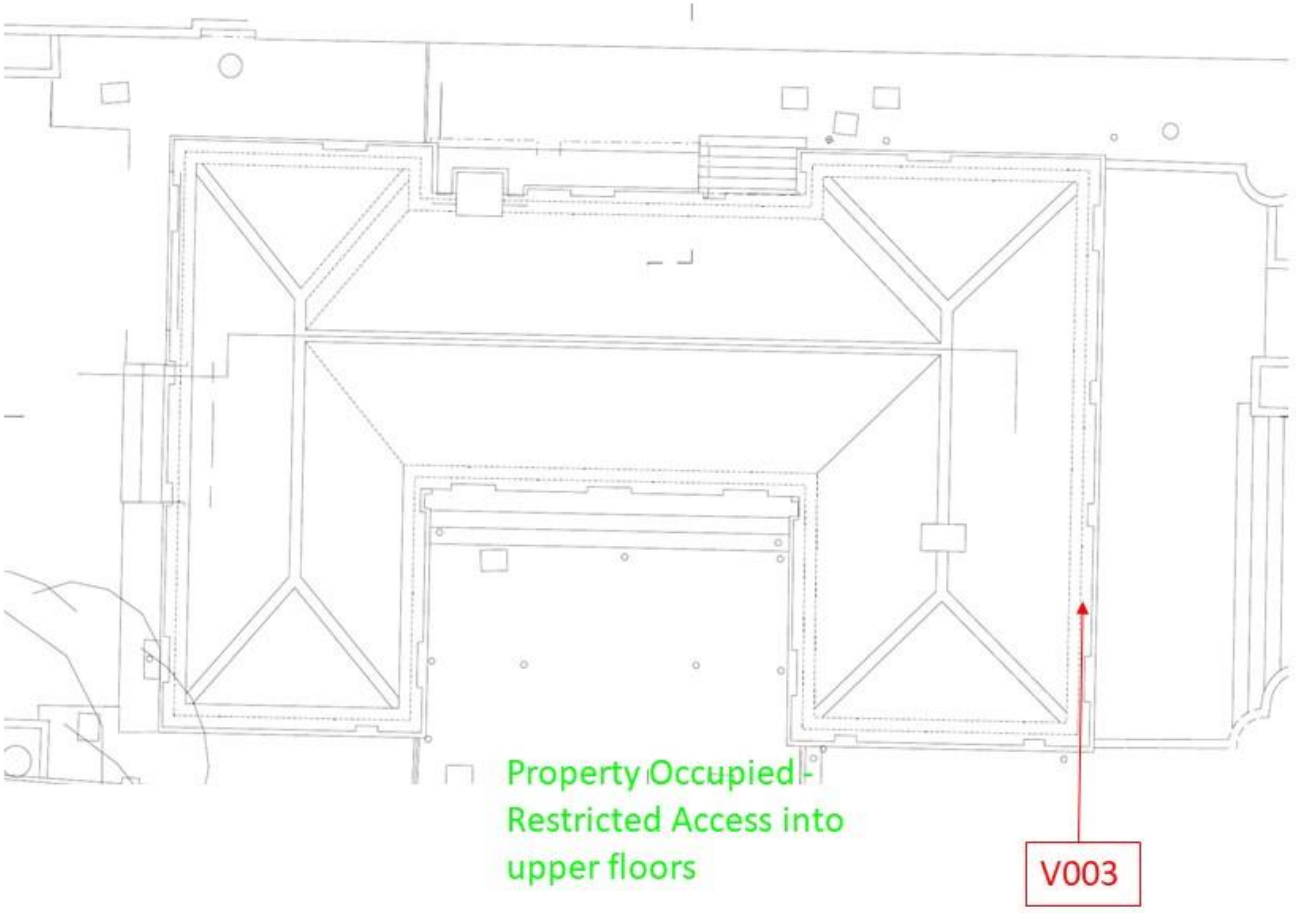
Client:
My Construction

Survey Date:
01.03.2019

Report Date:
04.03.2019

Drawing No:
2 of 2

Notes:
Not to scale



Martin Zubcak

Subject: FW: Considerate Constructors Scheme Site Registration Confirmation

From: Leanne Burling [mailto:leanne.burling@ccscheme.org.uk]
Sent: 27 March, 2019 3:37 PM
To: Martin Zubcak
Cc: Directors
Subject: Considerate Constructors Scheme Site Registration Confirmation

Site Ref: 115675
Your Ref: 36 Avenue Road

Dear Mr Zubcak

36 Avenue Road

We acknowledge receipt of your online registration order ID 70082 and fee for this project and confirm that it is now registered with the Considerate Constructors Scheme. We will send you a VAT paid invoice in the next 2-3 working days.

Thank you for approving your site posters on-line; they will be sent to you shortly.

To make the most of your registration with the Scheme and to help you prepare for your Monitor visit, we would suggest you take some time to visit the following links,

- our Welcome Page which includes links to some key information and provides helpful guidance to get you started
- the Scheme's Best Practice Hub for examples of construction industry best practice, case studies, campaigns and e-learning
- the main Scheme website where you will find news and information about monitoring, support, products, events, Ivor Goodsite and much more

Please let us know if you have any questions by emailing enquiries@ccscheme.org.uk or calling 0800 783 1423 for further information. In the meantime, we are delighted you have made a commitment to be a considerate constructor and we hope you will continue to register your sites with the Scheme.

Yours sincerely

Edward Hardy
Chief Executive

Considerate Constructors Scheme | telephone: +44 1920 485959 | website: www.ccscheme.org.uk | email: enquiries@ccscheme.org.uk | address: PO Box 75, Ware, SG12 0YX