

Construction Management Plan

pro forma DRAFT

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Revisions & additional material

Please list all iterations here:

Date	Version	Produced by
01.10.2019	1	Golzari-NG Architects

Additional sheets

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

Date	Version	Produced by

Introduction

The purpose of the **Construction Management Plan (CMP)** is to help developers to minimise construction impacts, and relates to all construction activity both on and off site that impacts on the wider environment.

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 nature 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 the [Construction Logistics and Community Safety \(CLOCS\)](#) Standard and the [Guide for Contractors Working in Camden](#).

Camden charges a [fee](#) for the review and ongoing monitoring of CMPs. This is calculated on an individual basis according to the predicted officer time required to manage this process for a given site.

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 during construction. 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 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 only provide the information requested that is relevant to a particular section.

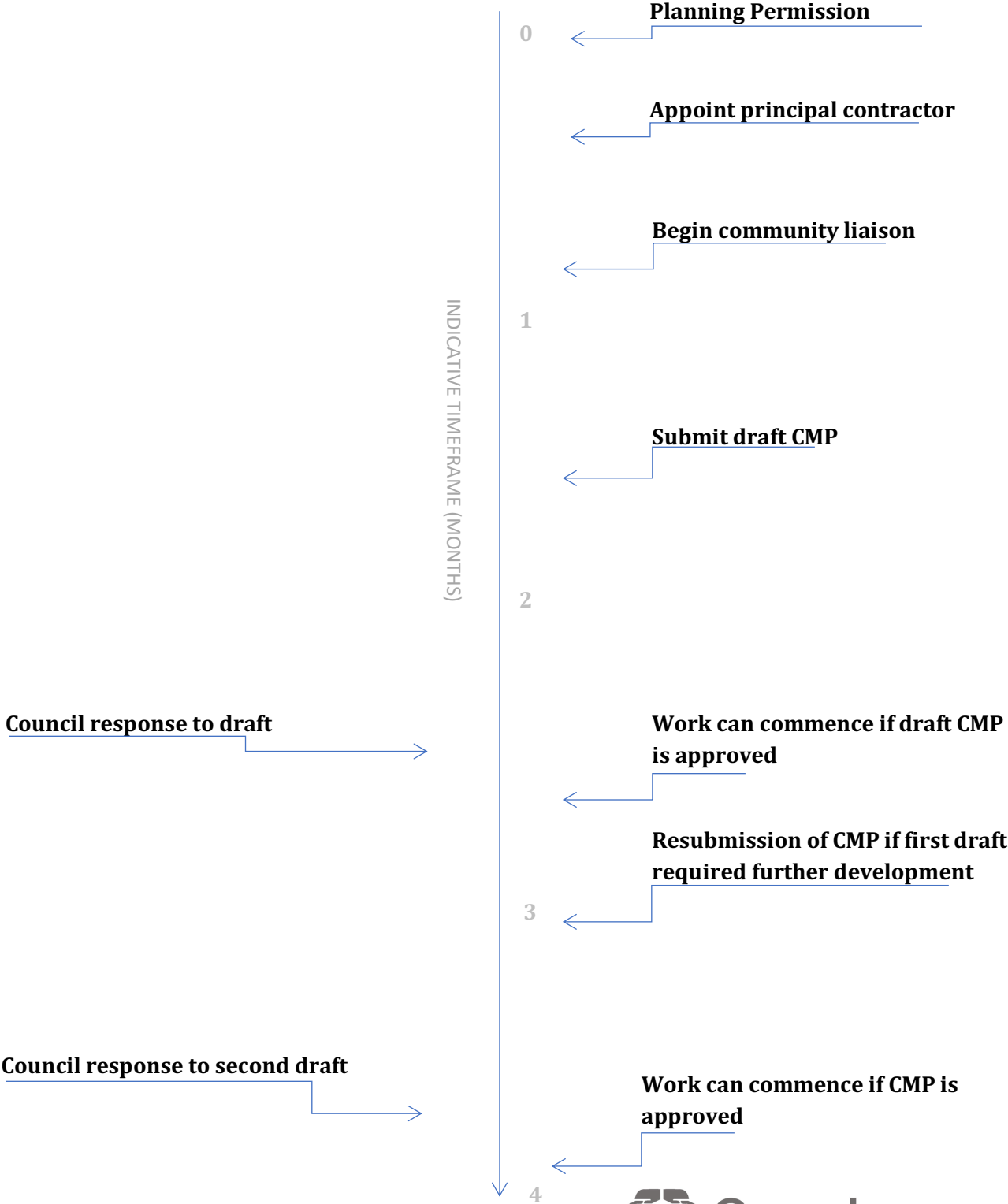
(Note the term 'vehicles' used in this document refers to all vehicles associated with the implementation of the development, e.g. demolition, site clearance, delivery of plant & materials, construction etc.)

Revisions to this document may take place periodically.

Timeframe

COUNCIL ACTIONS

DEVELOPER ACTIONS



Contact

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

Address: Plot to rear of 268 West End Lane, West Hampstead, London NW6 1LJ

Planning reference number to which the CMP applies:

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

Name: Mr Nasser Golzari

Address: Golzari NG Architects

Email: ngarchitectslondon@gmail.com

Phone: 02036742462

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: TBC

Address: TBC

Email: TBC

Phone: TBC

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: Mr Nasser Golzari

Address: Golzari-NG Architects, 39-41 North Road, London,N7 9DP

Email: info@ngarchitects.co.uk

Phone:02036742462

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: TBC

Address: TBC

Email: TBC

Phone: TBC

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 site lies behind the units 264-280 West End Lane and southeast of West End Green. It sits within a conservation area. The surrounding context is a mixture of commercial and residential residences. A number of large mansion block residences neighbour the site.

The units fronting West End Lane comprise of ground and basement commercial units (restaurants, shops and businesses). The upper two floors are private residential apartments. Access to the existing apartments is via the pathway located to the rear of these units. A second rear access/escape is also located along this pathway.

The small plot of land identified as the site, sits to the rear of the commercial/ residential units



Site Location Plan Ref: 1902 NG01 NTS

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

The main issues and challenges include:

- Small site of 13x4m with a single masonry storey build and green roof
- Maintaining access to the shared pathway for the units 264-280 West End Lane – Good community liaison.
- Bracing and demolition of existing rear retaining wall to Harvard Court Garages
- Temporary works approved by structural engineer. Temporary work requirements to stabilise the structure during excavation and facilitate underpinning of existing structure – Detailed Safe System of Work
- Careful hand demolition and segregation of works.
- Deliveries and removal of debris/spoil from the construction site without impact to public or immediate residents and business owners
Highway on West End Lane (East West) - Access to site from here
- Maintaining security – Hoarding to front and side of site with good site management

8. 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).

	2020																	
	March					April				May				June				
	2nd	9th	16th	23rd	30th	6th	13th	20th	27th	4th	11th	18th	25th	1st	8th	15th	22nd	29th
Start Date																		
Preparation	■	■																
Protection	■	■																
Site Equipment	■	■																
Demolition /Removal		■	■															
Retaining Wall		■	■	■														
Underground Drainage			■	■														
Foundations				■	■													
Waterproofing					■	■												
Ground Slab						■	■											
External Cavity Walls						■	■	■										
Roof Structure							■	■	■									
Internal walls								■	■									
Green Roof									■	■								
Windows & Doors										■	■							
Internal fit outs (Sanitary)											■	■						
Decoration												■	■					
Site clear													■	■				
Final inspection Issue of Cert														■	■			
Project Completion & Handover															■	■		

9. 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

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

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.

10. Sensitive/affected receptors

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.).

Properties 264-280 West End Lane
Cumberland Mansions, West End Lane
Harvard Court and garages, Honeybourne Road

11. 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.

As the proposal is of a small scale and is under the ownership of the owner and vendor of the restaurant at 268 West End Lane, it is proposed that a morning drop in consultation even is held for local residents, business owners and community groups to inform and interact with the owner/client & architect. All to be confirmed with the planning case officer and further information to follow.

12. Construction Working Group

For particularly sensitive/contentious sites, or sites located in areas where there are high levels of construction activity, it may be necessary to set up a construction working group.

If so, please provide details of the group that will be set up, the contact details of the person responsible for community liaison and how this 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.

As the site proposal is of a small one storey development it is envisaged that there will not be high levels of construction activity often found in large scale developments. A Construction Working Group may therefore not be the most effective route communicating with local residents during the construction phase of the project.

The Principal Contractor shall keep local residents and commercial operations in the vicinity of the site about unavoidable disturbance such as noise, dust, or disruption of traffic.

Clear information shall be given well in advance and in writing.

On the hoarding and clearly visible a Contact Board shall be displayed prominently; this is to ensure that problems can be rectified quickly, and that residents and others can channel their questions and complaints to a member of staff who has the authority to take action.

All Contact Board shall include the following materials:

- (a) The title 'Contact Board'
- (b) Name of the main contractor, address and person to whom correspondence should be addressed.
- (c) Name of the site manager.
4. (d) Month and year of completion of works.
5. (e) Names and telephone numbers of staff who can take immediate action, so that contact can be made at any time.

Occupiers in the vicinity who may be affected by noise from these works shall be notified of the nature of the works, a contact name, telephone number (including that to be used outside normal working hours), and address to which any enquiries should be directed. Such notification shall take place, where possible within, 2 weeks but, in any event, at least a week prior to the works commencing.

The Principal Contractor will ensure that a staffed telephone enquiry line is maintained at all times when site works are in progress to deal with enquiries and complaints from the local community. The telephone number (and any changes to it) shall be publicised widely in the local community affected by the works. It shall also be notified to the London Borough of Islington Noise and Licensing Enforcement Team.

12. Construction Working Group cont...

A Complaints Register will be maintained and where possible will contain the complainant's details, date & time of complaints made, causes of complaint, action taken to resolve the complaint, date & time of action taken to resolve the complaint, reasons for any unresolved complaint.

An incident logbook shall be on site and all incidents shall be recorded stating date time and worker/s involved, action taken and measures incorporated to prevent recurrence of similar event.

13. Schemes

Please provide details of your Considerate Constructors Scheme (CCS) registration. Please note that Camden requires [enhanced CCS registration](#) that includes CLOCS monitoring. Please provide a CCS registration number that is specific to the above site.

Contractors will also be required to follow the [Guide for Contractors Working in Camden](#). Please confirm that you have read and understood this, and that you agree to abide by it.

Contractors CCS TBC

14. Neighbouring sites

Please provide a plan of existing or anticipated construction sites in the local area and please state how your CMP takes into consideration and mitigates the cumulative impacts of construction in the vicinity of the site. The council can advise on this if necessary.

We are not aware of any existing or proposed construction sites in the vicinity. Should this change then the Principal contractor appointed will establish communication and communication with the other construction site to minimise the impact on the local community by managing significant deliveries on different days.

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 CCS monitors as part of your enhanced CCS site registration, and possibly council officers, to ensure compliance. Please refer to the CLOCS Standard when completing this section.

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

CLOCS Contractual Considerations

15. Name of Principal contractor:

TBC

16. 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](#)).

Members of the Fleet Operator Recognition Scheme (FORS) and accredited with a minimum of Bronze standard will be used. By only using such sub-contractors and suppliers we will be working with organisations that are CLOCS compliant.

The following checks will be implemented: 1. Contractual

1. At tender stage, we stipulate the requirement for contractors to be members of FORS and have a minimum of Bronze standard
2. At mid tender interviews with CMP is reviewed and the need for FORS accreditation and evidence of compliance with the CLOCS Standard
3. Non-compliance with the CLOCS Standard and a lack of evidence that a contractors' vehicle fleet is FORS accredited at Bronze will result in the contract not being awarded
4. Contractors have made the amendment to include the need for FORS Bronze.

2. Site Set Up

- a. The CMP will be communicated to the sub-contractor(s) and supplier(s) at pre-contract order meeting and pre-commencement meeting to ensure that they are aware of specific constraints of the site in connection with; access routes, delivery times, booking deliveries, compliance with the traffic marshals instructions and only parking in the designated loading and unloading areas
- b. Our construction phasing plan (attached at appendix F) will be issued all sub-contractors and suppliers

3. Site Operations

- a. There will be continued reinforcement of the requirements of the CMP in connection with delivery times and routes and non-compliance will be policed with a warning system and result in persistent offenders being barred from the site

- b. When there are requirements for any special deliveries to site such as early mornings or out of hours then permission will be sought from Camden and the residents informed via the Construction Working Group

- c. The Project Manager will keep a log of all deliveries with compliance check to ensure that delivery lorries are FORS registered- the log will be submitted to Camden on a monthly basis.

4. Vehicle and Vehicle Operator Check

- a. All vehicles arriving at site will be checked to be at FORS Bronze as a minimum and those that are not will be turned away

- b. At the site *entrance*, the driver will be asked to present their certificate or card to confirm that they have had vulnerable road user safety training

17. 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.

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

Golzari-NG Architects confirm that they and the principal contractor will include the CLOCS Standard in all contracts with their contractors and suppliers.

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

Site Traffic

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

18. 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, stations, public buildings, museums etc.

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.

Please show vehicle approach and departure routes between the site and the Transport for London Road Network (TLRN). Please note that routes may differ for articulated and rigid HGVs.

Routes should be shown clearly on a map, with approach and departure routes clearly marked. If this is attached, use the following space to reference its location in the appendices.



b. Please confirm how contractors and delivery companies will be made aware of the route (to and from the site) and of any on-site restrictions, prior to undertaking journeys.

As part of contractor procurement process all contractors, sub contractors and suppliers will be informed of the routes to and from site at in our tender enquiry, at pre-order meeting and pre start meetings to reinforce the need to use the prescribed routes. All deliveries will be made to the site entrance from West End Lane/ end of Cumberland Mansions.

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

Any lorries waiting to enter the site will not be allowed to idle and will be instructed to turn engine off.

By using suppliers and subcontractors who are FORS (or similar) members then all delivery vehicles will have:

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

19. 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 should be restricted to the hours of 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 the hours of 9.30am and 3pm on weekdays during term time.

Vehicles may be permitted to arrive at site at 8.00am if they can be accommodated on site. Where this is the case they must then wait with their engines switched off.

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.

Please provide details of the types of vehicles required to service the site and the approximate number of deliveries per day for each vehicle type during the various phases of the project.

For Example:

32t Tipper: 10 deliveries/day during first 4 weeks

Skip loader: 2 deliveries/week during first 10 weeks

Artic: plant and tower crane delivery at start of project, 1 delivery/day during main construction phase project

18t flatbed: 2 deliveries/week for duration of project

3.5t van: 2 deliveries/day for duration of project

Stage 1 Demolition – there will be a maximum of 2 Skip lorries per day

Stage 2 Groundworks - there will be a maximum of 2 Skip lorries per day. Excavator 2 movements over period of works

Stage 3 Concrete Pours - 2 concrete lorries per day

Stage 4: Hiab lorry for delivery of steels – One delivery for project

Stage 5: Deliveries of brick/blocks, roof tiles, timber, glazing, etc. for core fit out.

Stage 6: Deliveries for residential fit outs.

- Skip Lorry 6.5 m x 2.5m (Dwell time 15min per load)
- Mini Excavator – 3 tonnes (Dwell time 30min for drop off and pick up)
- Concrete Lorry 6.5 x 2.5m (Dwell time 30min per delivery)
- Hiab lorry 9m x 2.5m (Dwell time 3hours)
- Delivery vehicle type 1 5m x 2.15m (Dwell time 20min to 1hour)

We have reviewed all deliveries and will maintain a clear access to the construction site

b. Cumulative affects of construction traffic servicing multiple sites should be minimised where possible. Please provide details of other developments in the local area or on the route that might require deliveries coordination between two or more sites. This is particularly relevant for sites in very constrained locations.

There are no other known developments in the area or on route that are likely to affect the traffic volumes in the vicinity of this construction site. This will be reviewed post application approval.

c. Please provide swept path analyses for constrained manoeuvres along the proposed route.

Due to the generous width of West End Lane it is anticipated there will be no constrained manoeuvres made by construction vehicles

d. Consideration should be given to the location of any necessary holding areas/waiting points for sites that can only accommodate one vehicle at a time/sites that are expected to receive large numbers of deliveries. Vehicles must not queue 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.

Please identify the locations of any off-site holding areas or waiting points. This can be a section of single yellow line that will allow the vehicle to wait to phone the site to check that the delivery can be accommodated.

Please refer to question 24 if any parking bay suspensions will be required to provide a holding area.

No off-site holding areas or waiting points are identified at present.

e. Delivery numbers should be minimised where possible. Please investigate the use of construction material consolidation centres, and/or delivery by water/rail if appropriate.

Due to the small scale of the project delivery numbers will be minimal and in line with delivery frequencies as outlined above.

f. Emissions from engine idling should be minimised where possible. Please provide details of measures that will be taken to reduce delivery vehicle engine idling, both on and off site (this does not apply to concrete mixers).

Notice to the delivery and collection vehicle operators will be provided of measures to reduced engine idling by switching off engines if idle for more than 10 seconds.

20. 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)*

This section is only relevant where vehicles will be entering the site. Where vehicles are to load from the highway, please skip this section and refer to Q23.

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 site access and egress points on a map or diagram. If this is attached, use the following space to reference its location in the appendices.

NA

- b. Please describe how the access and egress arrangements for construction vehicles in and out of the site will be managed, including the number and location of traffic marshals where applicable. If this is shown in an attached drawing, use the following space to reference its location in the appendices.

NA

- c. Please provide swept path drawings for vehicles accessing/egressing the site if necessary. If these are attached, use the following space to reference their location in the appendices.

NA

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. Please note that wheel washing should only be used where strictly necessary, and that a clean, stable surface for loading should be used where possible.

NA

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

This section is only relevant if loading/unloading is due to take place off-site on the public highway. If loading is taking place on site, please skip this section.

a. 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 this is attached, use the following space to reference its location in the appendices. Please outline in question 24 if any parking bay suspensions will be required.

NA

b. Where necessary, 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 detail of the way in which marshals will assist with this process, if this differs from detail provided in Q20 b.

NA

Street Works

Full justification must be provided for proposed use of the public highway to facilitate works. Camden expects all options to minimise the impact on the public highway to have been fully considered prior to the submission of any proposal to occupy the highway for vehicle pit lanes, materials unloading/crane pick points, site welfare etc.

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.

Please note that there is a two week period required for the statutory consultation process to take place as part of a TTO.

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.

If the site conflicts with a bus lane or bus stop, please provide details of preliminary discussions with Transport for London in the relevant sections below.

22. Site set-up

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, relevant street furniture, and proposed site access locations. If these are attached, use the following space to reference their location in the appendices.

NA

23. Parking bay suspensions and temporary traffic orders

Parking bay suspensions should only be requested where absolutely necessary and these are permitted for a maximum of 6 months only. For exclusive access longer than 6 months, you will be required to obtain a [Temporary Traffic Order \(TTO\)](#) for which there is a separate cost.

Please provide details of any proposed parking bay suspensions and/or TTO's which would be required to facilitate the construction - include details of the expected duration in

months/weeks. Building materials and equipment must not cause obstructions on the highway as per your CCS obligations unless the requisite permissions are secured.

Information regarding parking suspensions can be found [here](#).



Lower right hand parking bays (x2 outlines in red) to West End Lane may be required for parking suspension to allow for deliveries, skip hire location and waste collection

24. Occupation of the public highway

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. 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 justification of proposed occupation of the public highway.

As the site access is restricted, options for skip location and deliveries may only be made via West End Lane and the use of its highway.

b. Please provide accurate scaled drawings of any highway works necessary to enable construction to take place (e.g. construction of temporary vehicular accesses, removal of street furniture etc). If these are attached, use the following space to reference their location in the appendices.

None required

25. Motor vehicle and/or cyclist diversions

Where applicable, please supply details of any diversion, disruption or other anticipated use of the public highway during the construction period. Please show locations of diversion signs on drawings or diagrams. If these are attached, use the following space to reference their location in the appendices.

None required

26. Scaffolding, hoarding, and associated pedestrian diversions

Pedestrians 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 ramps 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, and hoarding should not restrict access to adjoining properties, including fire escape routes. 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. Where applicable, please provide details of any hoarding and/or scaffolding that intrudes onto the public highway, describing how pedestrian safety will be maintained through the diversion, including any proposed alternative routes. Please provide detailed, scale drawings that show hoarding lines, gantries, crane locations, scaffolding, pedestrian routes, parking bay suspensions, remaining road width for vehicle movements, temporary vehicular accesses, ramps, barriers, signage, lighting etc. If these are attached, use the following space to reference their location in the appendices.

Site is located off the public highway. No hoarding required.

b. Please provide details of any other temporary structures which would overhang/over-sail the public highway (e.g. scaffolding, gantries, cranes etc.) If these are attached, use the following space to reference their location in the appendices.

Site is located off the public highway. No temporary or oversailing structures required.

27. Services

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.

Following an approval for the scheme, Local and existing services providers will be contacted to inform a strategy for the connection of services to the site.

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.

By its nature demolition and construction works can cause noise, noise being created by; mechanical plant, cutting, drilling, hammering and sawing. All noisy work will be restricted to occur only after 8.30am and before 5.00pm Monday to Friday (excluding Bank Holidays). Noisy works will not be carried out on a Saturday when permitted to work between 8am and 1pm.

The activities that will create "noisy" operation are:

- The running of engines for; mixers, concrete lorries, screed pumps if not done by hand, etc
- Drilling & the use of nail guns during the fit out

Due to the proximity of a highly populated residential area, noise will be kept to a minimum within the allocated working hours and the introduction of quiet periods where possible. However the site is behind the vibrant and noisy highway of West End Lane.

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

We do not anticipate performing any activities which are likely to create any significant noise levels and therefore at this stage of the project we do not anticipate the appointed Principal Contractor to be conducting any noise surveys.

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

The appointed Principal Contractor shall carry out prediction of noise & vibration levels before any work is carried out on site. These predicted noise & vibration levels shall be registered in the Construction Management Plan (CMP).

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.

Noise attenuation screening will be used if deemed appropriate and noise monitoring to be carried out if deemed necessary at regular intervals during each task period. Any mobile screens (if re- quired) shall have sufficient mass so as to be able to resist the passage of sound across the barrier and to be free of significant holes or gaps between or under any acoustic panels or board materials as far as reasonably practical.

Where the measured noise levels are more than 3 dB (A) above the predicted noise levels or in the event of a complaint of noise an investigation shall be carried out to ascertain the cause of the exceedance or the complaint and to check that 'Best Practicable Means' are being used to control the noise in accordance with the steps set out in the application for 'prior consent'. Noise levels shall be reduced further if it is reasonably practicable to do so.

We do not anticipate the need for piling foundations on this construction site & therefore any vibration generated by the works will be minimal.

In the case of vibration, measured vibration levels shall be compared with the criteria in BS 5228:2009 part 2 (i.e. 1mms₁ PPV for potential disturbance in residential and using suggested trigger criteria of 2mms₁ for commercial). Lower limits must be agreed with the Council if there is a risk that vibration levels may interfere with vibration sensitive equipment or objects.

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

The appointed Principal Contractor or any specialist contractors to perform groundworks must adhere to the codes of practice for construction working given in British Standard BS 5228:2009 and the guidance given therein minimising noise emissions from the site.

Excavation debris and general waste will be removed by Skips to a licenced disposal site and Waste Transfer Note (WTN) will be retained for inclusion in the H&S File

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

Referring to visible dust, it is imperative to prevent statutory nuisance arising from the construction works or dusty activities. Therefore a philosophy of the prevention of dust formation in the first place shall be adopted. Dealing with dust should be in the following fashion:

1. Prevention 2. Suppression 3. Containment.

These three principles are well established and are central to the control strategies to control dust. They follow a hierarchy to control the emissions.

The CMP has identified the dusty operations and established the best available techniques are required to control dust emissions. The identified dusty operations shall be recorded and in the Future dust emissions should be prevented whenever practicable. When this is not practicable emissions should be controlled at source. Examples include correct storage of raw materials, organising the process in such a way that spillage is avoided, and maintaining high standards of internal and external housekeeping.

Consideration will be given to the siting of aggregate stockpiles, based upon such factor as the prevailing winds, proximity of site boundary and proximity of neighbours. Minimisation of drop height is very important in stockpiling to reduce wind whipping of particulates. When designing storage bays, internal walls separating storage bays should be at least 1/2 metre lower than external walls of the bays. Areas where there is vehicular movement should have a consolidated surface which should be kept in good repair.

The main principles for preventing dust emissions are containment of dusty processes and suppression of dust using water or proprietary suppressants. Suppression techniques need to be properly designed, used and maintained, in order to be effective. For example, where water is used for dust suppression, processes require an adequate supply of water and all water suppression systems need adequate frost protection. Where there is evidence of airborne dust from the building construction activities on site, the contractor should make their own inspection and assessment, and where necessary undertake ambient monitoring with the aim of identifying those process operations giving rise to the dust. Once the source of the emission is known, corrective action should be taken without delay.

Effective preventative maintenance should be employed on all aspects of the construction works including all plant, vehicles, buildings and the equipment concerned with the control of emissions to air.

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.

Delivery vehicles will not actually enter the site and it is therefore unlikely that they will require washing down however plant equipment must be washed down before removal.

The site manager will be responsible for ensuring that any debris is not deposited on the pedestrian pavements or public highway.

A power jet water spray will be utilised for the washing of plant or spillages on pavements or the public highway. The operator will be given strict instructions to ensure that the spraying is directed into the construction site to avoid concrete/debris being washed into the public highway or local authority drainage system.

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

Prediction - Prior to the commencement of each relevant task were the noise, vibration or air quality from dust is likely to cause significant environment pollution predicted target levels will be established.

Measurements - For the duration of this project any task being undertaken which are likely to cause environmental pollution the following devices will be utilised to take measurements at regular intervals:

1. Air Sampling Pump
2. Sound and Vibration analyser

Readings will be compared against the anticipated targets and if these readings exceed the predicted levels then works will cease and necessary actions taken to reduce the level of the readings

Noise - The Principal Contractor shall carry out prediction of noise and vibration levels before any work is carried out on site. These predicted noise and vibration levels shall be registered in the CMP. Noise attenuation screening will be used if deemed appropriate and noise monitoring to be carried out at the start and at regular intervals during each task period. Any mobile screens shall have sufficient mass to be able to resist the passage of sound across the barrier and to be free of significant holes/gaps between or under any acoustic panels or board materials as far as reason- ably practical.

Noise monitoring shall be undertaken using a combination of semi-permanent (continuous) and attended monitoring methods. The locations of the semi-permanent (continuous) and attended monitoring and the frequency of the sampling can be agreed with Islington Council.

Where the measured noise levels are more than 3 dB (A) above the predicted noise levels or in the event of a complaint of noise an investigation shall be carried out to ascertain the cause of the exceedance or the complaint and to check that Best Practicable Means are being used to control the noise in accordance with the steps set out in the application for 'prior consent'. Noise levels shall be reduced further if it is reasonably practicable to do so.

Vibration - In the case of vibration, measured vibration levels shall be compared with the criteria in BS 5228: 2009 part 2 (i.e. 1mms¹ -PPV for potential disturbance in residential and using a suggested trigger criteria of 2mms¹ -for commercial). Lower limits must be agreed with the Council if there is a risk that vibration levels may interfere with vibration sensitive equipment or other vibration sensitive objects.

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.

Risk assessment TBC

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](#).

It is concluded that the receptor sensitivity of the area for each phase of the project is classified as LOW for this project and subsequently the risk of dust impacts for each phase can be found as Negligible in accordance with 'The Control of Dust and Emissions during construction and Demolition' supplementary planning guidance from The Mayor of London.

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.

Monitoring will be carried out from 2 months prior to the start on site.

Should the level rise above the pre-arranged peaks, works will be halted in the relevant areas and further mitigation methods will be implemented.

Detailed quarterly reports provide to the Council. Exact recipients to be confirmed through on-going consultation.

A more detailed Construction Dust Management plan will be produced following appointment of a contractor.

All of the contractors confirm they will meet all standard set out by Camden Council and British Standards

39. Please provide details about how rodents, including [rats](#), will be prevented from spreading out from the site. You are required to provide information about site inspections carried out and present copies of receipts (if work undertaken).

There is currently no evidence of a rodent infestation on site. Should infestation occur during the works then a specialist pest control contractor will be commissioned to undertake a survey of the site and provide a report. Any actions identified by this report will be performed using the specialist contractor.

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

An asbestos refurbishment and demolition survey will be undertaken by the client prior to commencement of works. Should this survey identify the presence of any Asbestos Containing Materials (ACM's) then they will be removed from site by a specialist contractor under controlled conditions.

An air clearance certificate will be obtained by the Principal contractor before any operatives enter the site.

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.

Should there be any complaints arising from the works, local residents will be able to call personally to the site contractor or architects. Any residents visiting site to raise a complaint will be requested to sign-in and our security guard will escort the visitor to the site offices.

The designated Community Liaison Manager/contractor will deal personally with comments or complaints from the public or neighbours and will ensure that they are resolved swiftly. A record will be kept of all comments and complaints.

Bad language or unnecessary shouting, anti-social behaviour or bullying will not be tolerated on site. A "red card" system will be implemented whereby any operative found to be acting in an anti-social way or smoking outside of designated smoking area will be given a "red card" and asked to leave the site immediately.

42. If you will be using non-road mobile machinery (NRMM) on site with net power between 37kW and 560kW it will be required to meet the standards set out below. The standards are applicable to both variable and constant speed engines and apply for both PM and NOx emissions.

From 1st September 2015

(i) Major Development Sites – NRMM used on the site of any major development will be required to meet Stage IIIA of EU Directive 97/68/EC

(ii) Any development site within the Central Activity Zone - NRMM used on any site within the Central Activity Zone will be required to meet Stage IIIB of EU Directive 97/68/EC

From 1st September 2020

(iii) Any development site - NRMM used on any site within Greater London will be required to meet Stage IIIB of EU Directive 97/68/EC

(iv) Any development site within the Central Activity Zone - NRMM used on any site within the Central Activity Zone will be required to meet Stage IV of EU Directive 97/68/EC

Please provide evidence demonstrating the above requirements will be met by answering the following questions:

- a) Construction time period (03/20 - 06/20):
- b) Is the development within the CAZ? No:
- c) Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? Yes:
- 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: The project will be registered with the NRMM as noted in question 42
- 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: An inventory will be kept on site including service log records- all in accordance with the NRMM Register
- 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: This requirement will be actioned on site

 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.

Signed: Neil Kiernan on Behalf of Golzari-NG Architects.....

Date: 17.10.19.....

Print Name: Neil Kiernan.....

Position: Architect.....

Please submit to: planningobligations@camden.gov.uk

End of form.