6 Albert Terrace Mews

2018/3222/P

CONSTRUCTION MANAGEMENT PLAN

May 2019

CONTENTS

1.0 INTRODUCTION

Stella Rossa Contractors Limited are the appointed contractors for the construction of a new basement below 6 Albert Terrace Mews, London, NW1 7TA. This Construction Management Plan identifies specific best practice standards and procedures that will be followed in delivering the project and is offered in respect of Planning Application reference 2018/3222/P and associated Section 106 agreement.

It should be noted that the construction contract also encompasses works under planning application reference 2018/2342/P, for works to the main house at 6 Albert Terrace, and further works to 6 Albert Terrace Mews under a separate application 2018/2445/P. This document deals with 6 Albert Terrace Mews, although logistics will be combined across all three applications, to the benefit of neighbours and road users. Separate CMP's for the two above mentioned applications have also been submitted.

It is also noted that pursuant of the previously consented basement development at 20 Albert Terrace Mews traffic management within the narrow private mews road is a primary issue. This Construction Management Plan acknowledges this concern and intends to utilise the site's end of terrace location (facing Regent's Park Road) organising access and egress (materials, plant and personnel) direct from Regent's Park Road where possible. This will avoid any unnecessary traffic burden on Albert Terrace Mews.

These standards and procedures will ensure that the interests of local residents, businesses and the public are given special attention by the Contractor during the works duration.
This report identifies how the critical construction activities will be undertaken, and specifically covers the environmental, public health and safety aspects of the proposed new house.

This document incorporates Camden's Pro-Forma Construction Management Plan (v2.3), together with associated mitigation measures. The baseline for our analysis is the Guide for Contractors Working in Camden (The Guide), which we have viewed as the minimum standards to be achieved by the Contractor. When appointed the Contractor will be required to demonstrate how the works will comply with the requirements of The Guide and how they will address the measures contained within this report.

This document details the specific obligations on the Contractor when undertaking the works, and the control measures for each environmental issue.

There is a large body of environmental and safety requirements relevant to construction projects, in the form of primary legislation (Acts of Parliament), secondary legislation (Statutory Instruments, including Regulations and Orders) and statutory guidance and Codes of Practice. The Contractor will be responsible for identifying new legislation and regulations, and complying with all prevailing legislation at the time of construction including any requirements under Health and Safety legislation.

2.0

CAMDEN CMP PRO FORMA v 2.3

A completed Pro Forma Construction Management Plan follows overleaf.

Construction Management Plan

pro forma v2.3

Camden

Contents

Camden

Revisions & additional material

Please list all iterations here:

Date	Version	Produced by
29/05/2018	1st Issue	Blue Sky Building (planning application submission)
09/05/2019	2nd Issue	Stella Rossa Contractors Limited
18.12.19	3rd Issue	Stella Rossa Contractors Limited
19.12.19	4th Issue	Stella Rossa Contractors Limited
19.12.19	5th Issue	Stella Rossa Contractors Limited

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 Transport for London's (TfL's Standard for Construction Logistics and Community Safety (**CLOCS**) scheme) and Camden's Minimum Requirements for Building Construction **(CMRBC)**.

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.**"

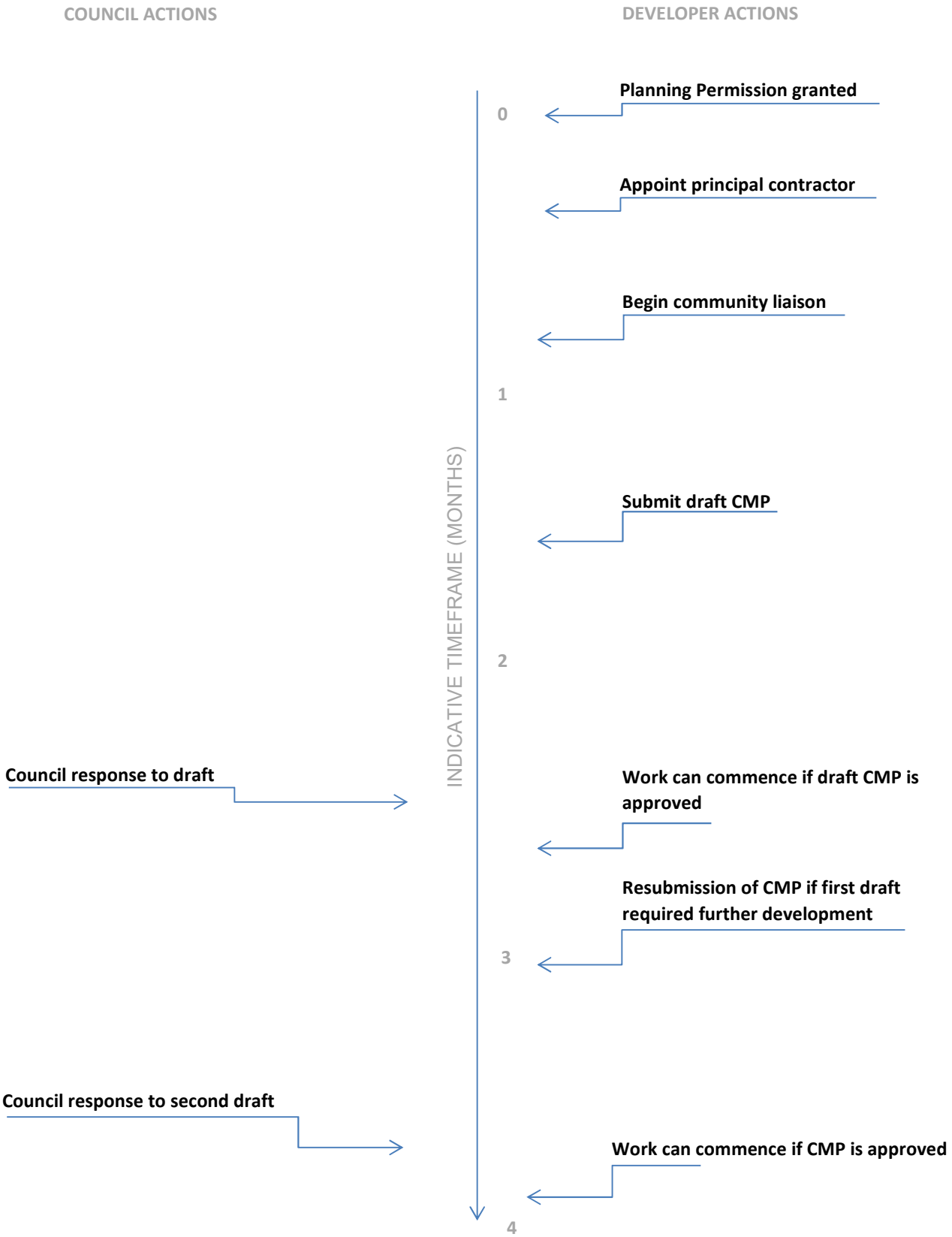
Please complete the questions below with additional sheets, drawings and plans as required. The boxes will expand to accommodate the information provided, so please provide as much information as is necessary. It is preferable if this document, and all additional documents, are completed electronically 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
Planning Permission granted
0
Appoint principal contractor
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 required further development
3
Council response to second draft
Work can commence if CMP is approved
4

Contact

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

Address: 6 Albert Terrace Mews, London NW1 7TA

Planning reference number to which the CMP applies: 2018/3222/P

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

Name: Piotr Hababicki

Address: Unit 30, Metropolitan Park, Taunton Road, Greenford, London UB6 8UQ

Email: info@stella-rossa.co.uk

Phone: 0208 961 6783

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: Piotr Hababicki

Address: Unit 30, Metropolitan Park, Taunton Road, Greenford, London UB6 8UQ

Email: info@stella-rossa.co.uk

Phone: 0208 961 6783

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: Sid Smith

Address: SSPM LLP, 39 Streathbourne Road, London, SW17 8QZ

Email: sid@sidsmithprojectmanagement.com

Phone: 0208 672 1180

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: Piotr Hababicki

Address: Unit 30, Metropolitan Park, Taunton Road, Greenford, London UB6 8UQ

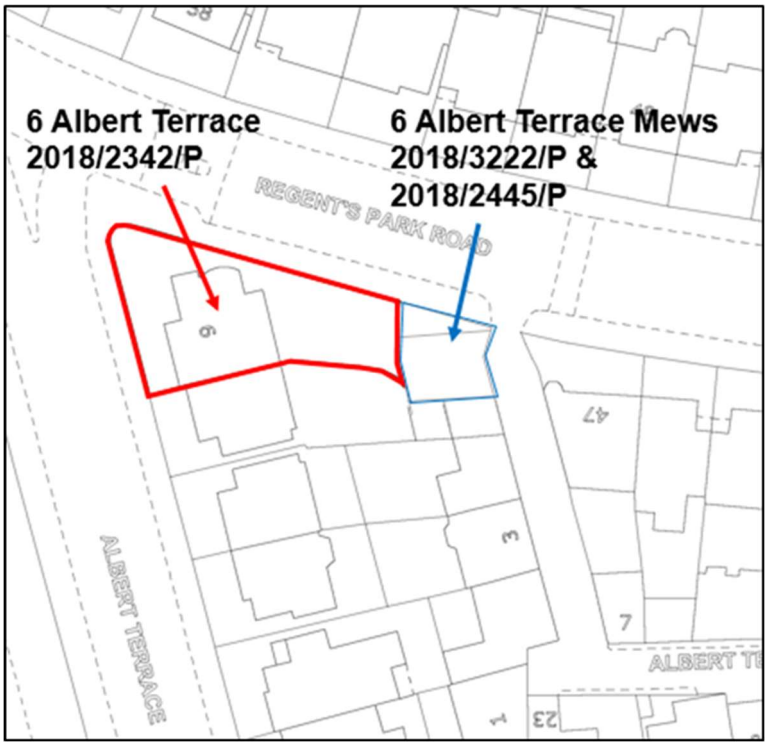
Email: info@stella-rossa.co.uk

Phone: 0208 961 6783

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.

6 Albert Terrace Mews is an end of terrace property, located at the junction of Albert Terrace Mews and Regent's Park Road in the Primrose Hill area.



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).

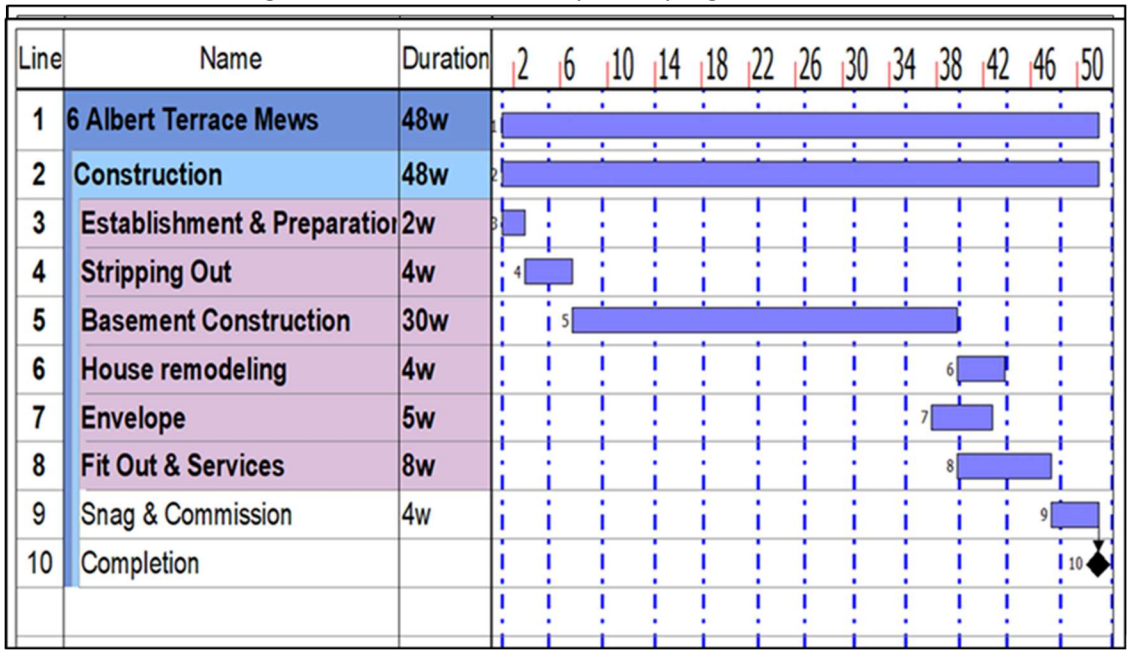
It is intended to construct a new basement below the existing building and this will be largely achieved by underpinning the perimeter walls using reinforced concrete L-shaped pins that effectively act as retaining walls and transfer the vertical loads from the external walls to the new basement. However the boundary wall with 5 Albert Terrace Mews will be subject to a party wall agreement and therefore a mass concrete underpinning option (carried out in two stages to enable excavating safely to a formation level) is also considered.

The property is located at the end of the narrow Albert Terrace Mews at its junction with Regents Park Road. Indicative Logistics Plan & Section are included in the appended information, which emphasise the use of Regents Park Road for access, rather than the less suitable Mews.

The bay suspensions for the mews will be between beginning of January to the end of February and will not be carried out concurrently with the bay suspensions for the main house project.

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).

Commencement date remains subject to the approval. Overall duration is of the order of 11 months. The following is a breakdown of the expected programme:



Line	Name	Duration
1	6 Albert Terrace Mews	48w
2	Construction	48w
3	Establishment & Preparatio	2w
4	Stripping Out	4w
5	Basement Construction	30w
6	House remodeling	4w
7	Envelope	5w
8	Fit Out & Services	8w
9	Snag & Commission	4w
10	Completion	

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

Confirmed. Site works will conform to the stated hours of 8.00am to 6.00pm Monday to Friday and 8.00am to 1.00pm on Saturdays. No work will be undertaken 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.).

Nearest neighbours are the residents of the adjoining terrace at 5 Albert Terrace Mews. Properties on Regents Park Road face the proposed development directly, numbers 47, 48, 50, 52 and 54 being the closest. The main house at No 6 Albert Terrace is in the ownership of the applicant and will included within the construction site.

It should also be noted that a small section of the rear garden boundary of 5 Albert Terrace adjoins the application property.

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.

We propose to consult with the immediate neighbours in Albert Terrace and Regent's Park Road.

Initial consultation was undertaken at the time of the Planning Application.

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.

We propose to arrange a Construction Working Group with the immediate neighbours (the flats in No 5 Albert Terrace, No 47 Regents Park Road and properties 1 to 8 of Albert Terrace Mews) to advise site activities.

A wider group, including near neighbours in Albert Terrace and Regent's Park Road, will be contacted by email when key activities take place. This will include larger plant deliveries and similar events that might unusually effect the neighbourhood. Continuing liaison with the neighbours is currently happening monthly at Primrose Hill Community Library.

There will be a Community Board displayed on the hoarding showing key information.

13. Schemes

Please provide details of your Considerate Constructors Scheme (CCS) registration. Please note that Camden requires enhanced CCS registration that includes CLOCS monitoring.

Contractors will also be required to follow the "Guide for Contractors Working in Camden" also referred to as "Camden's Considerate Contractors Manual".

The contractor will comply with Camden's specific requirement and will register the scheme under the Considerate Constructors Scheme.

Stella Rossa Contractors Limited have been awarded Gold Status under the scheme.

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.

The size and nature of the proposed development is such that vehicle movements and numbers of operatives will be small. Community impact will therefore be local, and limited to Albert Terrace and Regent's Park Road.

The applicant is aware of a similar scale project at 20 Albert Terrace Mews that has received Planning Permission but not commenced. The relative timing of works there will be kept under review and the contractor will continue to liaise with that project when making detailed plans. Further reviews of the Planning Portal will be undertaken, and the assistance of the council sought as works proceed.

The works to 6 Albert Terrace Mews will be carried out in conjunction with works under the client's separate application for the property at 6 Albert Terrace. Separate CMP's have been submitted for each application (3).

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. 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

15. Name of Principal contractor:

Stella Rossa Contractors Limited

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).

Contracts
FORS Bronze accreditation as a minimum will be a contractual requirement, FORS Silver or Gold operators will be appointed where possible. Where FORS Bronze operators are appointed, written assurance will be sought from contractors that all vehicles over 3.5t are equipped with additional safety equipment (as per CLOCS Standard P13), and that all drivers servicing the site will have undertaken approved additional training (e.g. Safe Urban Driving + 1 x e-learning module OR Work Related Road Risk Vulnerable Road User training + on-cycle hazard awareness course + 1 x e-learning module etc.). CLOCS Compliance will be included as a contractual requirement.

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

Site checks
Checks of FORS ID numbers will form part of the periodic checks and will be carried out as per an appropriate risk scale. Random spot checks will be carried out by site staff on vehicles and drivers servicing the site at a frequency based on the aforementioned risk scale. These will include evidence of further training, license checks, evidence of routing information, and checks of vehicle safety equipment. Results from these checks will be logged and retained, and enforced upon accordingly.
Collision reporting data will be requested from operators and acted upon when necessary.

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. 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:

Yes, confirmed.

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)

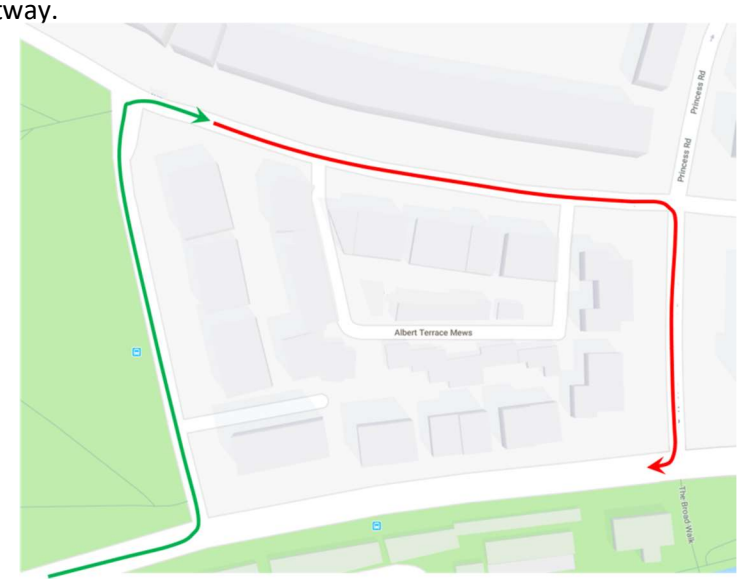
Routes should be carefully considered and risk assessed, taking into account the need to avoid where possible any major cycle routes and trip generators such as schools, offices, stations, public buildings, museums etc.

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.

Access to site will be from the Strategic Road Network, via the A5205 to and from the A40 Westway.



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.

Traffic plans will be discussed at pre start meetings with sub-contractors and suppliers, and the agreed traffic routing included in all sub-contracts and supply orders. Any changes to the plan will be communicated through regular progress meetings.

The contractor will undertake regular audits and visual checks to ensure that suppliers comply with the agreed routing.

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. (Refer to the *Guide for Contractors Working in Camden*).

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

Vehicle movements will be limited to between 09.30 and 16.30 on weekdays throughout the works. Saturdays will only be used for specific deliveries and only after prior consultation with the Construction Working Group.

Typically vehicle movements will be limited to 2-3 lorries per day. During excavation works a peak of 3-4 4 axle tippers can be expected, and for (occasional) larger concrete pours a maximum of 3 ready mix concrete wagons in a day.

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.

The size and nature of the proposed development is such that vehicle movements and numbers of operatives will be small. Community impact will therefore be local, and limited to Albert Terrace and Regent's Park Road.

A review of the Planning Portal includes no current schemes of this nature in the immediate neighbourhood. Further reviews will be undertaken, and the assistance of the council sought as works proceed. (See also previous comments regarding No 20 Albert Terrace Mews in Q14.

The works to 6 Albert Terrace Mews will be carried out in conjunction with works under the client's separate application for the mews property at 6 Albert Terrace. Separate CMP's have been submitted for each application (3). The bay suspensions for each project will not be concurrent

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

Vehicles will not enter the site. Loading areas are kerbside as indicated on the logistics plan in this document. There are no constrained manoeuvres necessary.

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 will be required for this project. Deliveries will be managed on a "Just in Time" basis through the delivery management system.

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.

Not applicable for this project.

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).

The site will be managed in accordance with the Mayor of London's Control of Dust & Emissions During Construction & Demolition SPG so that vehicles do not have to wait to park safely. Any vehicle having to wait they should not idle. If a vehicle is stationary for more than a minute, turning off the engine will be enforced through the site rules. Non-compliance will be recorded by Traffic Marshals and repeat offenders disallowed from attending site.

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.

Access for the works will be from the existing frontages to Albert Terrace & Regent's Park Road. It is proposed to suspend two parking bays to Regent's Park Road for placement of a skip (or tipper truck), for removal of spoil, and for delivery vehicles. Vehicles will approach the kerb directly from the street, with no turning or reversing manoeuvres required.

The removal of earth will be via conveyors, mounted above the footway on a scaffold gantry (minimum height 2.4m). A refuse skip or tipper truck will be positioned kerbside and will be loaded by the conveyors. The footway will remain open throughout loading with hoardings and overhead boarding providing protection to pedestrians. Deliveries will occasionally be moved across the footway from the kerbside manually. On these occasions local barriers and signage will be positioned and banksmen/traffic marshals will provide guidance to pedestrians and cyclists.

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.

All construction vehicles will use the assigned route as detailed in section 20a, approaching via Albert Terrace. A one way route will be followed.

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.

There are no tight manoeuvres on the proposed route for the size of vehicles approaching this site.

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.

The majority of vehicles will remain on the public highway and will not drive over waste or soil. Wheel washing facilities will therefore be limited to visual inspection and hand cleaning before vehicles leave the site area.

On occasions where vehicles are required to enter the site – for plant deliveries and collections for example, then manual, jet-wash wheel washing will be applied. Run off will be collected in a sump on site and prevented from entering the road drainage system. Should any spoil spill onto the highway during loading or offloading it will be manually picked up immediately.

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.

Please refer to the response given in 20a and to the Site Logistics Plan included in the appendix to this document.

The majority of loading and unloading will take place at kerbside, with protection afforded to pedestrians and road users by the pavement gantry, hoardings and the deployment of traffic marshals and banksmen.

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.

Traffic Marshalls will control all vehicle movements in and out of the site. Temporary barriers will be deployed during traffic movements to ensure the safety of pedestrians and cyclists.

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 <u>won't</u> 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.

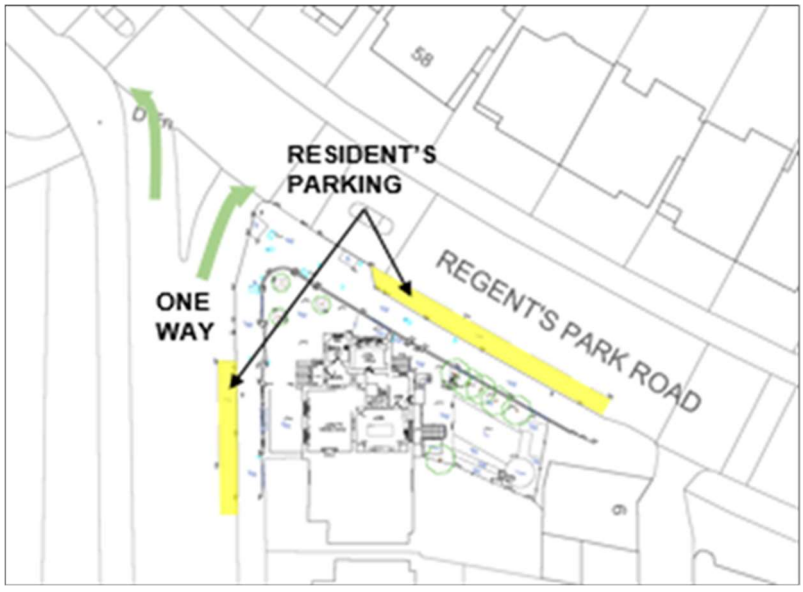
If the site is on or adjacent to the TLRN, please provide details of preliminary discussions with Transport for London in the relevant sections below.

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.

Albert Terrace and Regent's Park Road are both in excess of 10m wide. Footways are 2.7m to Albert Terrace, and 3.0m to Reagents Park Road. Resident's parking bays are sited to both elevations of this corner plot. Albert Terrace is one way North.



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.

Parking bay suspensions 2 maximum) will be required to the Regent's Park Road elevation but are unlikely to be for longer than 6 months.

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.

The Mews site area is small with no vehicle space. Creating vehicle space within the rear garden of 6 Albert Terrace would disturb the existing period wall and cause irreparable damage to established trees. Our proposals are to use suspended parking bays in Regents Park Road only for offloading. Footways will be kept open and not used for storage. No more than 2 resident parking bays will be required.

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.

Please refer to the Site Logistics Plan included in this document. No permanent alterations to the highway are envisaged. Small vehicles may enter the site using the existing crossover to Albert Terrace.

Hoarding licence applications will be made in conjunction with the parking suspensions.

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.

No diversions are required for the project.

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.

Please refer to the site logistics plan appended to this document.

The site perimeter will be fully hoarded and a scaffold gantry is proposed to carry a conveyor belt over the pavement to the kerbside loading position. No diversions or long term closures of footpaths or roads are required.

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

Please refer to the site logistics plan appended to this document.

The site perimeter will be fully hoarded and a scaffold gantry is proposed to carry a conveyor belt over the pavement to the kerbside loading position.

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.

It is currently assumed that the proposed development will be re-connected to existing utilities without need for diversions or alterations beyond the site boundary.

No works requiring utility connections or excavation of the highway are envisaged.

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.

Site hours will be as stipulated by the council at Q11:

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

Stripping out and minor structural demolition will be undertaken using hand tool or hand held mechanical breakers.

A mini rotary piling rig will be employed to bore temporary structural piles inside the existing building.

Basement excavation will be mostly by hand but may also employ a small mechanical excavator, located inside the building.

A conveyor carrying spoil to the skip/ lorry location will operate within site hours. The belt will be shrouded and enclosed to limit noise and dust escape.

Concrete pours will involve the use of mechanical vibrators, typically pouring on one day of each working week during the structural phase.

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.

A Noise Impact Assessment has been produced by Clement Acoustics for the project and is dated 23 May 2018. Whilst the report is primarily to determine noise emission criteria for the proposed plant installation, it also provides background noise levels which can be used as a basis for construction noise monitoring. A copy has been made available to the council.

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

Noise levels are expected to be low given the domestic scale of the project, the limited use of large plant and because much of the work is contained within the existing building.

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.

The quietest and newest vehicles/plant machinery shall be used at all times. All vehicles and mechanical plant used for the purpose of the works shall be fitted with effective exhaust silencers, shall be maintained in good and efficient working order and operated in such a manner as to minimise noise emissions.

Site hoardings will be solid timber, which will assist to contain noise within the site. Noisy operations will largely be contained within the existing building which will assist in limiting noise break out. Additional solid barriers will be erected around doors and access points, to further limit noise levels at the site boundary.

The conveyor belt moving spoil to the skip/ lorry position will be shrouded and enclosed to limit noise and dust escape. A chute will be attached to reduce the noise impact of falling material at the point of discharge.

Externally, delivery vehicles will be managed by traffic marshals to ensure that engines are not left idling during offloading and the use of horns and reversing alarms is limited to Highway Code guidelines.

Please refer also to the proposed mitigation measures included in the appendix to this document.

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

The contractors' Construction Managers all attend the 5-day SMSTS course and are trained in BS 5228.

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

The contractor will follow the following Dust Control regime:

- The dust on site will be suppressed when breaking through concrete and excavation of soil in dried conditions by fine water spray.
- All vehicles carrying loose or potentially dusty material to or from the site will be fully sheeted.
- When necessary, clean public roads and access routes using wet sweeping methods.
- Minimise the amount of excavated material held on site & sheet, seal or damp down unavoidable stockpiles of excavated material held on site, where required.
- Avoid double handling of material wherever reasonably practicable.
- Conveyor will be enclosed as far as practicable and the point of discharge to skip will be via a chute to reduce the drop height of spoil. Additionally water spay will be used to suppress dust emissions from the conveyor where conditions require it.

Further mitigation points are included in the appendices to this document.

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.

All delivery and muck away vehicles will remain outside the site and will not therefore spread site material on their wheels. Where vehicles do need to cross the pavement for plant deliveries and the like, then inspections and wheel washing – using hand held jet wash equipment will take place.

Where possible, excavation plant will be loaded and unloaded directly onto a flatbed lorry by means of lifting, and will not therefore, come into contact with the highway. If any spoil falls onto the highway it will be cleaned immediately. Site personnel will clean off their boots before exiting the site if they cannot change footwear before.

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

The Contractors' nominated Site Manager will have the responsibility of monitoring all site activities and ensuring environmental standards are maintained. The Contractor will maintain on site, a system for recording any incidents and any ameliorative action taken for inspection by Camden's representatives. The Contractor will ensure as far as is reasonably practical, that necessary action has been taken and steps to avoid recurrence have been implemented.

Regular spot checks will be carried out to ensure noise, vibration or dust levels are not causing undue impact on nearby receptors.

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.

This is a small site in the context of the GLA SPG and dust risk is Low. A Risk Assessment for control of dust is included in the appendix.

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.

Confirmed.

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.

We confirm that the site is not classified as High risk under the SPG description and does not, therefore require real time dust monitoring.

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).

Rodent traps will be set out prior to any demolition or construction. Site welfare will be controlled such that waste food does not accumulate.

A licensed pest control company will be employed to test bait the surface for a minimum of 28 days before commencement.

No new ground will be broken on site until such time as a clear 7 days is evidenced after 28 days of test baiting. Records will be maintained on site for inspection.

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

6 Albert Terrace and 6 Albert Terrace Mews were surveyed on 4th March 2019 and confirmed as clear of asbestos.

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.

Site personnel will be briefed at induction on acceptable behaviour. A suitable smoking area will be identified at commencement and all personnel to be made aware not to smoke directly outside the site boundaries.

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

From 1st September 2015

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

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

From 1st September 2020

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

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

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

a) Construction time period (mm/yy - mm/yy): July 2019 to July 2020 (Provsional)

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

c) Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y/N): 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: To be advised when the contractor is appointed.

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: The contractor will comply.

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: The contractor will provide records.

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: S Smith ……

Date: 19.12.19 ……..

Print Name: Sid Smith ……

Position: Project Manager ……

Please submit to: planningobligations@camden.gov.uk

End of form.

3.0 NATURE OF THE PROJECT/ SCOPE OF WORKS

Scope of Works

2018/3222/P. Excavation of a basement; the installation of air handling units at ground floor level; the blocking up of a side door; the lowering of a rear window cill to create a doorway; lowering the ground floor to provide level access; and conversion of the property to ancillary guest accommodation to 6 Albert Terrace

The new basement below the existing building will be largely achieved by underpinning the perimeter walls using reinforced concrete L-shaped pins that effectively act as retaining walls and transfer the vertical loads from the external walls to the new basement. However the boundary wall with 5 Albert Terrace Mews will be subject to a party wall agreement and therefore a mass concrete underpinning option (carried out in two stages to enable excavating safely to a formation level) is also considered.

Key environmental issues warranting the contractor's particular attention are:

- Minimal disturbance of neighbours through noisy and dusty activities.
- Management of deliveries and traffic through the local streets, minimising the use of Albert Terrace Mews as far as possible.
- Protection of trees within the neighbouring property and beyond
- Maintaining a Considerate Constructor's approach to the project throughout

4.0 METHODOLOGY, SEQUENCE AND PROGRAMME

The overall construction programme is estimated at around 11 months. A bar chart programme is included at the end of this section. These works will be undertaken in parallel with the works to 6 Albert Terrace for which a separate CMP and programme is issued.

This section of the document will identify the specific methodology that has been identified for the project in conjunction with the Structural Engineer.

It is currently envisaged that the scheme will be delivered in a single phase encompassing stripping out, structural works and fitting out, to completion.

The project can be broken down into a series of discrete sub projects. In summary, these consist of:

- Pre-start enabling works;
- Site Establishment, including hoardings, scaffolding, and temporary services;
- Stripping Out;
- Basement Construction;
- Remodelling the Interior Layout;
- Fitting out of the new house together with mechanical & electrical services, commissioning and setting to work.

4.1 Pre-Start Enabling/lead-in works

Prior to commencement of works a period of pre-commencement planning and activities will be carried out to ensure works can be undertaken efficiently. Certain elements of these works will require third party approvals.

- Production of detailed, task specific Construction Method Statements in accordance with the Guide for Contractors Working in Camden.
- Mobilisation of selected plant and operators.
- Formulation of the Construction Phase Plan (CDM 2015) and risk assessments.

- Contractors Community Liaison Contact to be named and to commence direct liaison with the Construction Working Group.
- Formulation of Site waste management plans and environmental plans as per the current DEFRA guidelines.
- Production of detailed works programmes and sequencing.
- Surveys of existing services and structures to confirm methodology, decommissioning and temporary supply requirements.
- Highways condition surveys to be carried out prior to commencement on site.
- CCTV surveys of existing drainage.
- Camden licence applications and approvals for hoardings and scaffolding.
- Application for suspension of parking bays in Regents Park Road.
- Baseline environmental monitoring.
- Temporary works design.
- Pest control site baiting a minimum of 2 weeks before commencement
- Registration of the project under the Considerate Constructers Scheme
- Section 61 (noise) prior notice agreement to be made with Camden Council
- Direct liaison with Camden's Tree Preservation Officer to confirm methodology of constructing tree protection in accordance with agreements made at Planning stage.
- Six weeks' notice to be given for any road (and pavement) closures or crane lifts required in the early stages of the contract.

4.2 Site establishment and logistics

Site establishment is the preparation of the site to carry out the demolition and enabling process. This activity is generated from vacant possession of the site and will include the following activities:

- Securing the site with the erection of a full height close boarded hoarding, together with the establishment of the

proposed skip/ lorry bay in suspended parking bays in Regent's Park Road, as detailed on the enclosed logistics drawing.

- Hoardings will be 2.4m high, decorated, with clear pedestrian diversion signs and the required notices of Contractors Contact details. Bulkhead lighting to be provided at 3m centres.
- Scaffold
- Hoardings will include enclosure of the garden to safeguard the tree planted area; as shown on the site layout plan.
- Installation of site temporary electrics, lighting, water and fire alarms.
- Establishment of site security provisions to ensure that the site is protected against unauthorised or unlawful entry and potential theft from site.
- Diversions of existing utilities as required and isolation of existing services and systems within the building will be carried out at an appropriate point in liaison with the statutory service providers.
- Establish welfare arrangements in sectional hutting in the rear garden of No. 6 Albert Terrace.
- Emergency routes on site to be specified and clearly signposted.

Preparation of the Site and buildings for the stripping out & construction activities will involve installation of the site hoarding, scaffolding and sheeting. The site hoarding is proposed to be installed on the pavement, outside the perimeter of the Site at ground level, and will remain in position throughout the construction phase. It will contain all requisite lighting, safety and directional signage.

Principle access throughout construction will be to and from the A502, entering Regents Park Road via Albert Terrace; and leaving eastwards on Regent's Park Road.

The existing garden boundary wall will be retained, subject to full inspection of its condition. Should sections of wall require repair they will be dismantled early in the works to allow improved access. Existing face bricks will be checked for suitability and retained where possible for use in reconstruction later.

The condition of the structure and construction techniques would be investigated to provide as much information prior to construction commencing. Suspended floors and load bearing

walls should be examined for any inconsistencies before use, (openings through the floors, changes in construction, existing cracks and damage or signs of previous repairs). Any such items should be reported to the Temporary Works Engineer prior to commencement.

4.3 Stripping Out

Demolition activities are limited to stripping out of internal fitments and some internal demolition of structure to allow basement construction and the proposed new internal layout to proceed.

Access into the site from Regents Park Road will be from the existing gate in the boundary wall.

Soft Strip and Service Isolations

The first operation will be to isolate any live services in the building. An advance survey of all existing services will have been carried out in the pre-construction phase to highlight termination points.

The soft strip of redundant fixtures and fittings within the existing structures will be carried out working from the roof level downwards, manually using hand-held tools.

As the materials are stripped, they will be removed to the ground floor level and deposited into skips or small lorries located in suspended parking bays on Regents Park Road.

Architecturally significant components will be carefully stored for re-use in the fitting out stage, or recycled in similar projects.

Temporary Propping

The existing ground floor will be removed at an early stage. Temporary propping will be introduced by installing small diameter bored piled with plunge columns to support the building at first floor level.

A mini piling rig will be delivered and offloaded in Regents Park Road and will move on tracks to enter the building frontage in Albert Terrace Mews. The majority of deliveries and removal of arisings will thereafter be from the side of the property, directly to Regents Park Road

To ensure that the impact of the construction is kept to a minimum on this project all demolition and structural interventions would be controlled under a section 61 prior consent application in accordance with Camden's Guide.

4.4 Basement Construction

The design of the new substructure remains subject to full site investigation and detailed design, but it is currently anticipated that the new basement will be constructed by underpinning the perimeter walls using reinforced concrete L-shaped pins that effectively act as retaining walls and transfer the vertical loads from the external walls to the new basement. However the boundary wall with 5 Albert Terrace Mews will be subject to a party wall agreement and therefore a mass concrete underpinning option (carried out in two stages to enable excavating safely to a formation level) is also considered.

Underpinning

The underpinning to the perimeter walls of the property will be undertaken in two lifts. Excavation and concrete placement will largely be by hand, with underpinning constructed in one metre sections on a “hit and miss” pattern.

Excavated arisings from the underpinning operation will be loaded by conveyor to a skip in the suspended parking bays. Concrete will be either batched on site or delivered as ready mix and placed using a small static pump located in the suspended bays.

It is anticipated that on-site storage of potentially polluting plant and materials will be limited. However, storage of diesel fuel in approved, double-bunded tanks will be necessary. There are currently no plans for using contaminated/hazardous materials or chemicals during the demolition or construction process.

As underpinning proceeds to the lower lift temporary propping will be introduced while the excavation to formation level of the new basement slab proceeds. Drain ware and a drainage sump will be constructed and the new slab cast.

Lining walls, internal load bearing columns, and construction of the new pool slab will follow. Once the new structural elements are complete and the load transferred the temporary plunge columns will be progressively removed.

4.5 Remodelling the Interior Layout

Once the structural works are complete and the building is free of temporary propping, works to form the new internal layout of the house will proceed. Repairs will be undertaken to windows, roofs and external balustrades and scaffolds will be struck and removed from site.

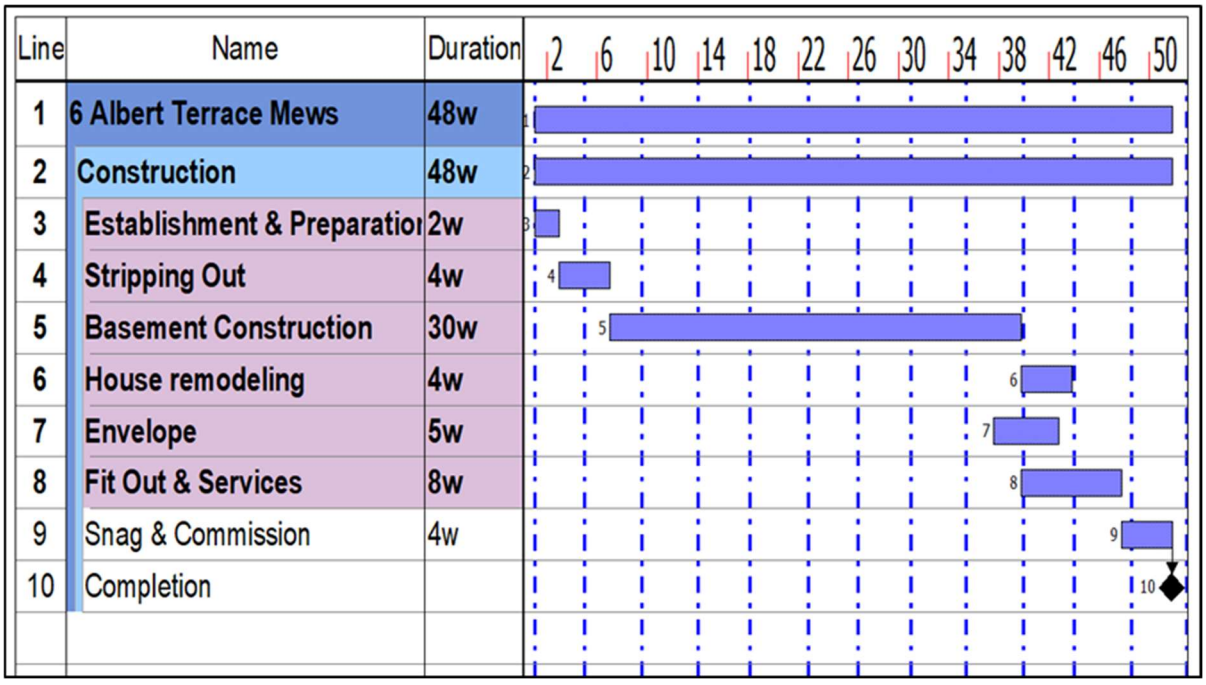
4.6 Fitting Out

When the envelope is made fully watertight, the first fix carpentry and services installations will proceed. Final decorating and small materials will be delivered through the front door and at that stage and any remaining internal scaffold will be removed.

Service connections, commissioning and setting to work will be undertaken as the project nears completion, in parallel to external works.

As the major construction works complete, the boundary wall will be repaired or reinstated as necessary and garden landscaping completed. The suspended parking bays will be returned to general use after the completion of the structural works. The site welfare accommodation will be removed from the garden area together with the tree protection hoardings. Finally the soft landscaped areas will be completed, to be integral to the existing garden.

Summary Construction Programme:



5.0 THE CONSTRUCTION SITE

This section outlines the requirements relating to site management practices, ranging from the location of accommodation and equipment to the operation of equipment on site. It outlines a number of procedures that should be implemented during site operation.

These relate to working hours, site layout, appearance, and good housekeeping.

Representatives from the Contractor and Camden Council Environmental Control should regularly inspect the construction site to ensure that these procedures are adhered to. The Contractor must follow a 'good housekeeping' policy at all times. The site should be cleared by the Contractor on completion of the development.

The specific measures to be implemented by the Contractor will include:

Working Hours

Core working hours will be 08.00 – 18.00 on weekdays and 08.00 – 13.00 on Saturday, in line with The Guide's limits on noisy working.

There may occasionally be a need to work outside these hours in order to undertake essential works, and the Contractor will make due application to the council should the need arise.

To ensure that the impact of the construction is kept to a minimum on this project we propose a voluntary Section 61 Prior Working Agreement is adopted.

Good Housekeeping

The Contractor will follow a 'good housekeeping' policy at all times. This will include, but not necessarily be limited to the following. The Contractor will:

- Register the project with the Considerate Constructer's Scheme
- ensure considerate site behaviour of the Contractor's staff;
- ensure the noise from lorry reversing alarms and the like are kept to minimum levels;
- prohibit open fires;
- ensure that appropriate provisions for dust control and road cleanliness are implemented;

- remove rubbish at frequent intervals, leaving the site clean and tidy;
- frequently inspect, repair and re-paint as necessary all site hoardings to comply with the conditions of Camden Council's Licence – all flyposting and graffiti is to be removed as soon as reasonably practicable and within 24 hours of notice from the Camden Council;
- maintain toilet facilities and other welfare facilities for its staff;
- remove food waste;
- frequently cleanse wheel washing facilities;
- prevent vermin and other infestations; and
- undertake all loading and unloading of vehicles expediently from Regent's Park Road as identified on the logistics drawing.

Public Information

The site hoarding will display any necessary health & safety material. The name and 24-hour telephone contact details of the Contractor's nominated representative will be shown, together with the full details of the Contractor's regional or head office.

Security

The Contractor will ensure that the site is secure and prevent unauthorised entry to or exit from the site. Site gates will be closed and locked when there is no site presence. Alarms will incorporate an appropriate cut-off period. Access and egress will be via manned security gates.

Hoardings, Site Layout and Facilities

The site will be completely secure to deter public access. The proposed hoarding line and gates, all of which will be in accordance with The Guide, are shown on the enclosed plans. Around the existing building, it is intended to provide protection from noise and dust at all times.

Site welfare arrangements will be established inside the existing house, or in sectional units located in the garden, with decking laid to give protection to tree roots.

Emergency Planning and Response

The Contractor will develop a plan for emergencies to incorporate:

- Emergency procedures including emergency pollution control to enable a quick response.

- Emergency phone numbers and the method of notifying Camden Council and statutory authorities. Contact numbers for the key staff of the Contractor will also be included. The Contractor will display a ‘contact board’ on the hoarding identifying key personnel with contact addresses and telephone numbers, so that members of the public know who to contact in the event of a report or query.

- London Fire and Emergency Planning Authority (LFEPA) requirements for the provision of site access points.

- Site Fire plan and management controls to prevent fires.

- A plan to reduce fire risk and potential fire load during construction, operation and subsequently during maintenance or repair. The project will comply with any third party requirements as may be appropriate at specific sites.

Cranes

It is unlikely that cranes will be employed for this project. If the contractor identifies a methodology with a specific need then Camden must be given 10 days’ notice of its use, and 6 weeks’ notice in the event that a road closure is required.

6.0 SITE LOGISTICS

The efficient management of the site logistics will be vital to the success of the project. A key strategy of logistics for a construction project is to ensure that the products and materials arrive on site at the time and in the quantities that are required.

The Contractor will ensure that the necessary pre-planning is undertaken and that the quality of the communication between those planning the project and those supplying the products and materials is maintained throughout the duration of the project.

The drawing overleaf illustrates the proposed overall logistics plan for the site which incorporates the following key features:

- The site is fully enclosed by a 2.4m high timber hoarding.
- Scaffolding
- Parking bay suspensions are proposed in Regent's Park Road for loading of skips and material deliveries. A high level gantry will bridge the pavement to allow the footway to remain in safe use.
- Vehicles delivering or collecting from site will be sized to navigate Albert Terrace and Regent's Park Road without disrupting local parking and buses beyond the parking bay suspensions local to the site.
- Use of the Mews for vehicles will be minimised
- Products and materials will be delivered to site by vehicle, unloaded manually or by Hiab.
- Access and egress to be controlled by fully manned security points.
- Concrete placement will be site batched or ready mix truck and small trailer pump, located in the suspended parking bays. Delivery hose will cross the pavement via the scaffold gantry at high level.

Please refer overleaf to the Site Layout Plan

7.0 TRAFFIC MANAGEMENT

This section highlights the measures by which the Contractor will avoid nuisance to the public that may arise from increases in traffic flows and temporary rearrangements of the road network associated with the construction works. Measures have been considered in relation to access routes, site access, marking of lorries, timing of movements, environmental standards, vehicle registration and parking.

Parking bays to Regent's Park Road will be suspended to create a loading and delivery area for skips, muck away lorries, and concrete deliveries. The Contractor will otherwise maintain, as far as reasonably practicable, existing public access routes and rights-of-way during construction.

Access routes

The Contractor will use designated construction traffic routes for deliveries to the site and removal of waste etc.

Access routes to and from the site to be used by heavy goods vehicles (HGVs) will be agreed with Camden Council prior to initiation of the demolition and construction programme, to minimise disruption to the road and pedestrian network. The strategic road network will be used as far as possible for this purpose, with most construction traffic assumed to be approaching the site from the North & East of London.

Site traffic will be instructed to follow a one-way route, proceeding north on Albert Terrace, and exiting via Regent's Park Road.

Where possible vehicles will be brought to site between the hours of 09.30 and 15.30 hours to avoid the peak periods. The Contractor will maintain an up-to-date log of all drivers that will include a written undertaking from them to adhere to Camden Council's approved routes for construction traffic.

FORS Bronze accreditation as a minimum will be a contractual requirement for all contractors and suppliers, FORS Silver or Gold operators will be appointed where possible. CLOCS compliance will be a contract requirement. Copies of registration documents for regular/ repeat vehicles will be held on site and will be available for inspection. All suppliers will be notified of the requirement in supply orders and a log of vehicles held on site. Non-compliant vehicles will not be permitted entry.

The total vehicle numbers per day are not expected to be large, although it is recognised that *any* construction traffic through the surrounding streets may constitute a nuisance. The contractor will be required to plan deliveries to use small rigid vehicles and where this is not possible to make due arrangements for access via consultation with neighbours and Camden Council.

8.0 SITE WASTE MANAGEMENT

The Contractor must use working methods that minimise waste. Any waste arising from the site must be properly categorised and dealt with in accordance with appropriate legislation. Opportunities for re-using or recycling construction or demolition waste should be explored and implemented.

The Contractor will carry out the works in such a way that as far as is reasonably practicable the amount of spoil and waste (including groundwater, production water and run-off) to be disposed of is minimised, and that any waste arising from the site is properly categorised and dealt with in accordance with the appropriate legislation and guidance.

A formal and detailed Waste Management Plan will be prepared by the Contractor. The disposal of all waste or other materials removed from the Site will be in accordance with the requirements of the Environment Agency, Control of Pollution Act (COPA), 1974, Environment Act 1995, Special Waste Regulations 1996, Duty of Care Regulations 1991 and the Waste Management Regulations 2006.

In general, and in accordance with the principles of the UK Government's 'Waste Strategy 2010', a principal aim during demolition and construction will be to reduce the amount of waste generated and exported from the site.

This approach complies with the waste hierarchy whereby the intention is first to minimise, then to treat at source or compact and, finally, to dispose of off-site as necessary. The contractor will be required to investigate opportunities to minimise and reduce waste generation, such as:

- Agreements with material suppliers to reduce the amount of packaging or to participate in a packaging take-back scheme.
- Implementation of a 'just-in-time' material delivery system to avoid materials being stockpiled, which increases the risk of their damage and disposal as waste.
- Attention to material quantity requirements to avoid over-ordering and generation of waste materials.
- Re-use of materials wherever feasible, either on site or elsewhere (e.g.re-use of face bricks from the boundary wall, re-use of crushed concrete from slab removal for fill; re-use of excavated soil for landscaping; re-use of timber from the existing building).
- The Government has set broad targets of the use of reclaimed aggregate, and in keeping with best practice, Contractors will be required to maximise the proportion of materials recycled.
- Segregation of waste at source where practical.
- Re-use and recycling of materials off-site where re-use on-site is not practical (e.g. using an off-site waste segregation facility and re-sale for direct re-use or re-processing). Our expectations in this regard are shown in the table overleaf.

Material	Target	Probable Location
Architectural salvage	100% re-used	Re-used on site or through several architectural salvage companies in London.
Metals	100% recycled	Every effort will be made to recycle these materials on site with any surplus being taken to waste transfer station.
Reusable face bricks	100% recycled	Taken off site to be cleaned and reused in face brickwork
Hardcore (brick/block/ concrete etc.)	100% recycled	Taken off-site to be crushed and reused.
Excavated material/ clay etc.	100% recycled	Clay – 100% processed for re-use (subject to analysis).
Timber	Up to 80% re-used The amount re-used will depend on the material	We will attempt to salvage any re-useable timber for hoardings, battening, shuttering etc. on site, with the balance being retained by the Contractor.
Glass	100% recycled	Processing facility in Greenwich.
Mixed waste	The amount recycled will depend on the material	An absolute minimum will remain for transport to landfill.
Asbestos	100% landfill	Taken to a licensed site.

Overall, the waste management for the site is likely to comprise of the following:

- **Soft Strip**. As the materials are stripped they will be removed to ground level. The material will then be deposited into skips within the suspended bays for removal from site for segregation at a recycling centre.
- **Hard Demolition.** Face bricks will be separated and retained where possible. Debris will be cleared by hand and deposited into skips for processing off site.
- **Excavation**. Arisings will be loaded directly into skips or tipper lorries by conveyor for processing off-site.

9.0 NOISE AND VIBRATION

The Contractor will monitor and control levels of noise and vibration from the site. Measures for reducing such levels are set out of this section. A prior approval via Section 61 of the Control of Pollution Act 1974 is proposed.

Best Practicable Means

Best Practicable Means (BPM) of noise control will be applied during construction works to minimise noise (including vibration) at neighbouring residential properties and other sensitive receptors arising from construction activities.

The general principles of noise management are given below:

Control at source:

- Equipment – noise emissions limits for equipment brought to site.
- Equipment – method of directly controlling noise e.g. by retrofitting controls to plant and machinery.
- Equipment - indirect method of controlling noise e.g. acoustic screens.
- Equipment - indirect method of controlling noise e.g. benefits and practicality of using alternative construction methodology to achieve the objective as opposed to more conventional but noisier techniques; selection of quieter tools/machines; application of quieter processes.

Control across site by:

- Administrative and legislative control,
- Control of working hours,
- Control of delivery areas and times,
- Physically screening site,
- Control of noise via Contract specification of limits,

Many of the activities which generate noise can be mitigated to some degree by careful operation of machinery and use of tools. This may best be addressed by tool box talks and site inductions.

Noise Control Measures

The Contractor shall comply with the recommendations set out in BS5228:2009 and in particular with the following requirements:

- Vehicles and mechanical plant will be maintained in a good and effective working order and operated in a manner to minimise noise emissions. The contractor will ensure that all plant complies with the relevant statutory requirements;
- HGV and site vehicles will be equipped with broadband, non-tonal reversing alarms;
- Compressor, generator and engine compartment doors will be kept closed and plant turned off when not in use;
- All pneumatic tools will be fitted with silencers/mufflers;
- Care would be taken when unloading vehicles to avoid un-necessary noise;
- The use of particularly noise plant will be limited, i.e. avoiding use of particularly noisy plant early in the morning;
- Restrict the number of plant items in use at any one time;
- Plant maintenance operations will be undertaken at distance from noise-sensitive receptors;
- Ensure that operations are designed to be undertaken with any directional noise emissions pointing away from noise-sensitive receptors;
- When replacing older plant, ensure that the quietest plant available is considered;
- Drop heights will be minimised when loading vehicles with rubble;
- Vehicles should be prohibited from waiting at the site with their engines running;
- Local hoarding, screens or barriers should be erected to shield particularly noisy activities;
- Temporary noise screens will be used to reduce noise from particularly noisy activities and the height of perimeter hoarding will be extended where this would assist in reducing noise disturbance at sensitive receptors; and
- Hours of operation should be strictly enforced and any deviations other than those previously identified will be with the consent of the local authority;
- Limiting of high impact activities (including piling works) to specific times of the day. For example, this may include 1 hour on – 1 hour off, or the restriction of such activities between 09:00-12:00 and 14:00-17:00;
- Piling will be carried out with the method that minimises both noise and the transmission of vibration to sensitive receptors;
- Vehicles, plant and equipment will undergo regular servicing and maintenance to prevent irregular noise levels;
- Static plant, when in operation, is to be sound attenuated using methods based on the guidance and advice in the BS 5228, where practical;

- Implementation of Best Practice Means (as defined in Section 72 of the COPA) by trade contractors at all times, and are to carry out all work in such a manner as to reduce disturbances from noise and vibration;
- Preference for electrically powered plant, to mechanically powered alternatives, where practical;

Construction Traffic

The Contractor will incorporate the following measures into the scheme to avoid noise related impacts from construction traffic:

- Vehicles will not wait or queue up with engines running on the site or the public highway;
- Vehicles will be properly maintained to comply with noise emissions standards;
- Deliveries will be restricted to be within working hours of the site; and
- Design and routing of access routes will minimise vehicle noise and the need to perform reversing manoeuvres.

Noise Control Provisions – Screens and Scaffolds

Throughout the critical piling, excavation and structural construction, all works will take place behind the close boarded hoarding. The hoarding provides the following benefits during the construction stages of the works:

- It acts as a visual screen hiding the on-going works.
- Dust arising will be contained.
- With the use of the hoarding and solid acoustic barriers, noise is contained.

Scaffolding will be erected where required for roof and envelop access. Scaffolds will be clad in Monarflex or similar sheeting to minimise noise and dust escape.

Solid timber barriers will be erected at ground level to further screen the below ground level works and prevent noise break out.

Vibration Control

Vibration is a particular risk during the piling phase. The measures taken to reduce the acoustics of these operations will assist in mitigating the effects of vibration on neighbours, their property and the existing building to be retained.

10.0 AIR QUALITY

The Contractor will, as far as reasonably practical, seek to control and limit emissions to the atmosphere in terms of gaseous and particulate pollutants from vehicles and plant used on site and dust from construction activities.

The contractor must submit a statement identifying proposed dust control measures for Camden Council approval before work starts. Special precautions must be taken if materials containing asbestos are encountered.

Throughout the critical activities, all works will take place behind a close boarded hoarding. The nature of the construction results in a low risk of emissions to the air; the project will be a site with a low risk of Emissions (Tier 1).

Throughout the project the Contractor will ensure the following:

- Where potential dust producing activities are taking place screens remain in position. This will include the piling and lower ground works.
- There is no burning of waste materials takes place on site.
- There is an adequate water supply on the site.
- Disposal of run-off water from dust suppression activities is in accordance with the appropriate legal requirements.
- All dust control equipment is maintained in good condition and record maintenance activities.
- Strip insides of buildings before demolition of the structure and envelope.
- Site hoarding, barriers and scaffolding are kept clean.
- The provision of clean hardstanding for vehicles. Regular cleaning of hardstanding using wet sweeping methods. No dry sweeping of large areas permitted.
- Loading of material into lorries within designated bays/areas.
- If necessary, clean public roads and access routes using wet sweeping methods.

- Vehicles working on site have exhausts positioned such that the risk of re-suspension of ground dust is minimised (exhausts should preferably point upwards), where reasonably practicable.
- All vehicles carrying loose or potentially dusty material to or from the site are fully sheeted.
- Materials with the potential to produce dust are stored away from site boundaries where reasonably practicable.
- Minimise the amount of excavated material held on site.
- Sheet, seal or damp down unavoidable stockpiles of excavated material held on site, where required.
- Avoid double handling of material wherever reasonably practicable.
- Ensure water suppression is used during demolition operations.
- Use enclosed rubble chutes where reasonably practicable or use water to suppress dust emissions from such operations.
- Sheet or otherwise enclose loaded bins and skips.
- Minimise drop heights from conveyors, loading shovels, hoppers and other loading or handling equipment and use fine water sprays on such equipment wherever appropriate.
- Use prefabrication of goods and materials to reduce the need for grinding, sawing and cutting on site wherever reasonably practicable.
- Only use cutting, grinding or sawing equipment fitted or in conjunction with suitable dust suppression techniques such as water sprays or local extraction.
- The engines of all vehicles and plant on site are not left running unnecessarily to prevent exhaust.
- Use low emission vehicles and plant fitted with catalysts, diesel particulate filters or similar devices.
- Use ultra-low sulphur fuels in plant and vehicles.

- That plant will be well maintained, with routine servicing of plant and vehicles. On site servicing and maintenance to be carried out where possible.
- That all project vehicles, including off-road vehicles, hold current MOT certificates where required.
- Carry out site inspections regularly to monitor compliance with dust control procedures set out above and record the results of the inspections, including nil returns, in the log book detailed.
- Increase the frequency of site inspections when activities with a high potential to produce dust are being carried out and during prolonged dry or windy conditions.
- Record any exceptional incidents causing dust episodes on or off the site and the action taken to resolve the situation in the log book detailed in above.

The Contractor will ensure that dust monitoring will be carried out during potential dust producing activities. An initial Air Quality (Dust) Risk Assessment has been carried out in accordance with the GLA Supplementary Planning Guidance document: The Control of Dust and Emissions During Construction and Demolition, and is included overleaf.

Please refer overleaf to the Air Quality (Dust) Risk Assessment

6 Albert Terrace Mews

Air Quality (Dust) Risk Assessment.

Introduction

This assessment follows the principles set out in the GLA Supplementary Planning Guidance document: The Control of Dust and Emissions During Construction and Demolition.

6 Albert Terrace Mews is a domestic dwelling in a residential street. Receptors are the immediate neighbours and public using the quiet public highway. The proposed works at 6 Albert Terrace Mews are of domestic scale and as such section 1.9 of the SPG limits the requirement for a full Dust Risk Assessment. We have considered the risks and proposed mitigation as follows:

Risk Considerations:

Phase of Work	Scope	Dust Risk Level
Demolition	Stripping out of fixtures and fittings and some minor demolition of structural elements inside the building. Breaking out of lower ground slab and concrete/ masonry foundations within the confines of the existing ground floor space.	Low
Piling	Small diameter bored piling (for temporary support) internally.	Low
Earthworks	It is intended to construct a new basement below the existing building and this will be largely achieved by underpinning the perimeter walls using reinforced concrete L-shaped pins that effectively act as retaining walls and transfer the vertical loads from the external walls to the new basement. However the boundary wall with 5 Albert Terrace Mews will be subject to a party wall agreement and therefore a mass concrete underpinning option (carried out in two stages to enable excavating safely to a formation level) is also considered. Material excavated by hand and micro machines, and transferred to waste skip by conveyor.	Low
Construction	New underpinning as above. Basement structure comprising, reinforced concrete slabs, columns, walls and floors to form new basement and swimming pool. Concrete supplied by ready mixed truck.	Low
Trackout	Vehicles do not enter the site.	Nil

Mitigation Measures (in accordance with Appendix 7 of the SPG)

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.
- 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 is recorded in the log book.

Preparing and maintaining the site:

- Plan 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.

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 this guidance.
- Ensure all vehicles switch off 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.
- 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.

- 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.
- Avoid bonfires and burning of waste materials.

Demolition:

- Soft strip inside buildings before any structural 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.
- Bag and remove any biological debris or damp down such material before demolition.

Construction

- Avoid scabbling (roughening of concrete surfaces) if possible.
- 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.

Trackout:

- Avoid dry sweeping of large areas.
- Ensure vehicles entering and leaving sites are securely covered to prevent escape of materials during transport.

11.0 MANAGING THE ENVIRONMENTAL IMPACT OF CONSTRUCTION

This section sets out the requirements on the Contractor for managing the environmental impacts of constructing the development. The Contractor must prepare a site specific Method Statement setting out how the requirements of The Guide will be met.

The Contractor will need to demonstrate the management, monitoring, auditing and training procedures that are in place to ensure compliance with The Guide. The Contractor will also need to set out the specific roles and responsibilities of personnel in managing, monitoring all sub-contractors.

The specific measures to be implemented by the Contractor will include:

- Once the contract for the building works has been placed the Contractor will produce task specific method statements in accordance with this overall document.
- The Contractor will liaise with Camden Council's Environmental Inspectorate when appropriate, agreeing arrangements for specific site activities and ensuring compliance with The Guide.
- The Contractor will be responsible for establishing and maintaining contact with Camden Council and local residents, and keeping them informed of construction matters likely to affect them.
- This liaison will include the regular and frequent distribution of Newsletters and attendance at meetings at the request of Camden Council with representatives of The Construction Working Group. (See under community relations below).
- The Contractor will advise the local authority within 24 hours of any incidents of non-compliance with The Guide and health and safety issues. The Contractor will respond to any reports referred by Camden Council, Police or other agencies within 24 hours, or as soon as reasonably practicable.

- The Contractor will maintain on site, a system for recording any incidents and any ameliorative action taken for inspection by the Council's representatives. This will be forwarded to the Council on a regular basis. The Contractor will ensure as far as is reasonably practical, that necessary action has been taken and steps to avoid recurrence have been implemented.

- The Contractor will provide an information and reporting telephone 'Hot Line' staffed at all times during working hours. Information on this facility shall be prominently displayed on site hoardings. The Contractor's nominated person will attend monthly reviews with Camden Council's Environmental Inspectorate, or otherwise as requested.

- The Contractor will facilitate Camden Council's Environmental Inspectors to undertake regular planned inspections of the site to check compliance with The Guide and associated records.

12.0 AUTHORITIES AND PUBLIC LIAISON

This section sets out the processes involved in liaising with local authorities and the public prior to the commencement of construction activities.

Contractors should prepare a full programme of activity for the project before it starts. Programmes and methodology will be available for inspection by the Client's representatives and Camden Council's Environmental Inspectors on request.

The specific liaison measures to be implemented by the Contractor will include:

- Plan & inform on the nature and timing of all main site activities relating to The Guide, in particular the piling, new structure and external works.

- All site construction staff to be made aware of the requirements of The Guide and will be made responsible for its implementation.

- Sufficiently in advance of works, the Contractor will prepare a full programme of works, which will be maintained in a current format for the duration of the works and will be available for inspection when required. This will include:

  i) an outline method statement for works and activities affecting the highway.

  ii) detailed method statements for specific/special activities affecting Albert Terrace Mews and Regent's Park Road in line with the principles identified in this report. Temporary works, removal of excavated material, concrete pours, deliveries of plant.

  iii) details of site traffic movements showing the projected number of vehicles, what is being delivered, when peaks in activities occur, traffic marshalling arrangements, holding areas, etc.

  iv) routes to site for deliveries.

  v) a health and safety plan.

Community Relations

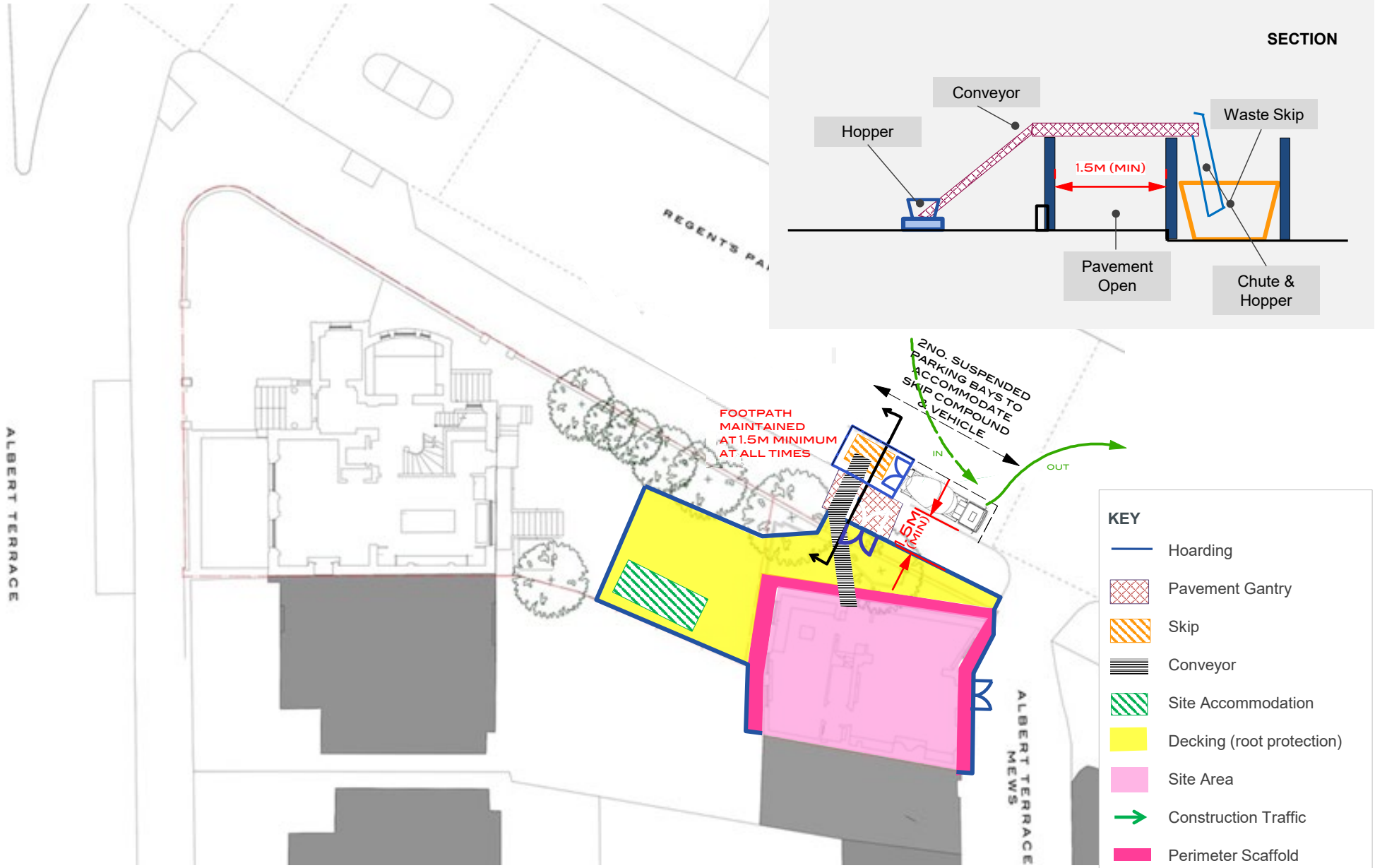
The Contractor will nominate community relations personnel, who will be focussed on engaging with the local community. The Contractor will ensure that occupiers of nearby properties and local residents will be informed in advance of works taking place, including the estimated duration.

The Contractor will inform local residents likely to be affected by such activities at least 14 days prior to undertaking the works, as well as applying for the appropriate permits and licences, e.g. road closures for delivery, or use of mobile cranes or abnormal deliveries to the site. The Guide states that the most suitable method of informing residents is through leaflet drop.

Whilst the Contractor will provide monthly newsletters, we propose that a Construction Working Group will be set up with representatives of the adjacent properties.

The Contractor's project director together with the nominated person (if different) will agree with these neighbours a schedule of regular review meetings. Sufficient time prior to activities will be allowed for the neighbours' reasonable concerns to be addressed. Where required and reasonable, requested ad-hoc meetings with these neighbours will be attended by the Contractor's project director and the nominated person.

In the case of work required in response to an emergency, Camden Council, and all neighbours will be advised as soon as reasonably practicable that emergency work is taking place. Potentially affected occupiers will also be notified of the 'hotline' number, which will operate during working hours.



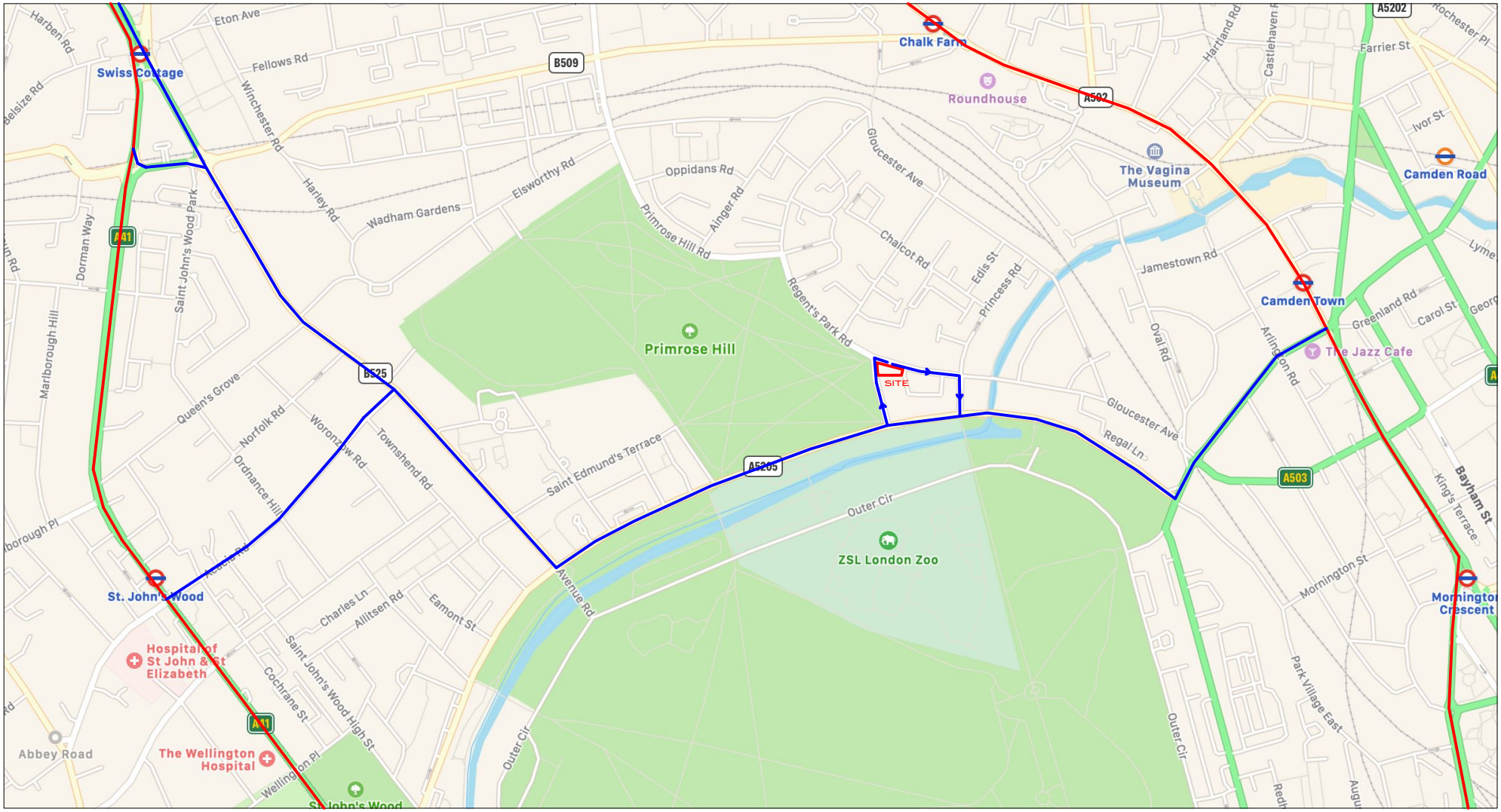
BLUE SKY BUILDING
founded on excellence

PROJECT: 6 Albert Terrace Mews
CLIENT: Mr. Mark Golinksy

TITLE: **Logistics Plan**

DRAWING NO.: BSB-6ATM-001

REVISION NO. & DATE: Rev A – 09/05/2019



TFL RED ROUTE

TRAFFIC ROUTE TO AND FROM SITE

RED ROUTE PLAN

6 ALBERT TERRACE AND 6 ALBERT TERACE MEWS, LONDON NW1

CONSTRUCTION MANAGEMENT PLANS (2018/2342/P, 2018/3222/P, 2018/2445/P)