Construction Management Plan

**pro forma** v2.2­­­

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# Revisions & additional material

Please list all iterations here:

|  |  |  |
| --- | --- | --- |
| **Date** | **Version** | **Produced by** |
| **16/1/2020** | **1** | **MD** |
| **20/1/2020** | **2** | **MD** |

**Additional sheets**

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

Please see attached PDF – CMP Figures January 2020

|  |  |  |
| --- | --- | --- |
| **Date** | **Version** | **Produced by** |
| **20/1/2020** | **1** | **MD** |

# Introduction

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

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

The completed and signed CMP must address the way in which any impacts associated with the proposed works, and any **cumulative impacts of other nearby construction sites**, will be mitigated and managed. The level of detail required in a CMP will depend on the scale and kind of development. Further policy guidance is set out in Camden Planning Guidance [**(CPG)** 6: Amenity](http://www.camden.gov.uk/ccm/content/environment/planning-and-built-environment/two/planning-policy/supplementary-planning-documents/camden-planning-guidance.en) and [**(CPG)** 8: Planning Obligations](http://www.camden.gov.uk/ccm/content/environment/planning-and-built-environment/two/planning-policy/supplementary-planning-documents/camden-planning-guidance.en).

This CMP follows the best practice guidelines as described in [Transport for London’s](https://www.tfl.gov.uk/info-for/freight/safety-and-the-environment/improving-construction-safety) (TfL’s Standard for [Construction Logistics and Community Safety](http://www.clocs.org.uk/standard-for-clocs/) (**CLOCS**) scheme) and [Camden’s Minimum Requirements for Building Construction](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=3257318) **(CMRBC)**.

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

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

If your scheme involves any demolition, you need to make an application to the Council’s Building Control Service. Please complete the “[**Demolition Notice**](http://www.camden.gov.uk/ccm/content/environment/building-control/file-storage-items/demolition-notice---the-building-act-1984-section-80-notice-bc104-.en)**.**”

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

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

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

Revisions to this document may take place periodically.Timeframe

**DEVELOPER ACTIONS**

**COUNCIL ACTIONS**

**Post app submission**

**0ommunity liaison**

**Appoint principal contractor**

**Requirement to submit CMP**

**Begin community liaison**

**Council response to second draft**

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

**Resubmission of CMP if first draft refused**

**2ommunity liaison**

**3ommunity liaison**

**1ommunity liaison**

INDICATIVE TIMEFRAME (MONTHS)

**4ommunity liaison**

**Council response to draft**

**Submit draft CMP**

# Contact

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

Address: Flat 1, Basement & Ground Floor 28 Canfield Gardens London NW6 3LA

Planning reference number to which the CMP applies: To be confirmed

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

Name: Michael Doyle

Address: Doyle Design LLP **86-90 Paul Street** **London** **EC2A 4NE**

Email: Michael doyle.doyle@gmail.com

Phone: 07766237754

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: To be confirmed on appointment of the main contractor.

Address:

Email:

Phone:

4. Please provide full contact details of the person responsible for community liaison and dealing with any complaints from local residents and businesses if different from question 3. In the case of [**Community Investment Programme (CIP)**](http://www.camden.gov.uk/ccm/content/environment/planning-and-built-environment/two/placeshaping/twocolumn/the-community-investment-programme.en), please provide contact details of the Camden officer responsible.

Name: To be confirmed on appointment of the main contractor and project manager.

Address:

Email:

Phone:

5. Please provide full contact details including the address where the main contractor accepts receipt of legal documents for the person responsible for the implementation of the CMP.

Name: To be confirmed on appointment of the main contractor.

Address:

Email:

Phone:

# 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.

Basement and ground floor, 28 Canfield Gardens NW6 3LA.



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).

Proposed extension to existing basement including lowering floor level of existing basement and associated internal layout changes all contained within footprint of existing building and with no external alterations above ground floor level. Formation of front and rear light wells.

Please refer to attached construction drawings and temporary propping for details of construction methods/sequence.

The minor demolition works will be carried out within the demise of the existing property and will not require any altered access or cause difficulties for the neighbours. These works will allow greater access to the under floor areas at ground floor level so that underpinning works can be carried out from within the property.

Approximately 250-350 cubic metres of clay and old foundations will be excavated and removed from site.

Material removed from the site will be loaded onto trucks efficiently within timed slots for collection in order to minimise disruption to local residence.

Concrete pouring and filling will be fully controlled to ensure that cement bound materials do not pose any pollution issues.

On-site construction compounds will be established to the large front and rear gardens (see appended plan).

8. Please identify the nearest potential receptors (dwellings, business, etc.) likely to be affected by the activities on site (i.e. noise, vibration, dust, fumes, lighting etc.).

Occupants of Nos. 26 and 32 Canfield Gardens.

9. Please provide a scaled plan detailing the local highway network layout in the vicinity of the site. This should include details of on-street parking bay locations, cycle lanes, footway extents and proposed site access locations.

Please refer to attached plan.

10. Please provide the proposed start and end dates for each phase of construction as well as an overall programme timescale. (A Gantt chart with key tasks, durations and milestones would be ideal).

To be confirmed upon appointment of the main contractor. Main works phase expected to be 8-12 months. The programme below assumes a median of 10 months (40 weeks).

|  |  |
| --- | --- |
| Work Phase  | Duration  |
| Site set up and establishment  | 1 wks  |
| Demolition & Reclamation  | 2 wks  |
| Basement Excavation  | 6 wks  |
| Foundations & and Lowered Basement Construction | 12 wks  |
| Superstructure amendments  | 7 Wks  |
| Mechanical and Electrical | 4 wks  |
| Internal finishes  | 6 wks  |
| Commissioning final fit out  | 3 wks  |
| Overall works  | 40 wks  |

11. Please confirm the standard working hours for the site, noting that the standard working hours for construction sites in Camden are as follows:

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

Standard site working hours as above.

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

None.

# Community Liaison

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

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

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

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

**Cumulative impact**

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

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

**13. Consultation**

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

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

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

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

No consultation planned prior to determination of the planning application.

The Project Manager will arrange to meet with residents outside the site a minimum of two weeks before the start of works to answer questions. A further meting will be offered around half way through the works programme (20 weeks) and a further meeting towards the end of the works period (40 weeks).

See below for further details in next section.

**14. Construction Working Group**

Please provide details of community liaison proposals including any Construction Working Group that will be set up, addressing the concerns of the community affected by the works, the way in which the contact details of the person responsible for community liaison will be advertised to the local community, and how the community will be updated on the upcoming works i.e. in the form of a newsletter/letter drop, or weekly drop in sessions for residents.

**Single point of contact**

The Contractor's Project Manager will be the single point of contact for local residents during the construction process. The Contractor’s Project Manager’s name, direct-dial telephone number and email address will be added to the CMP (Chapter 9) upon appointment. These contact details will also be shown on the site hoarding.

**Construction consultation meetings**

Construction Consultation Meetings (CCM) will be convened a minimum of three times during the development process as follows.

* Immediately prior to commencement
* At least once during the construction phase at a date to be confirmed at the first construction consultation meeting.

All meetings will be attended by the Client's Project Manager and the Contractor’s Project Manager, or their representatives.

The purposes of the meetings are to:

* Provide residents with the opportunity to raise any issues that may arise.
* Ensure that residents are aware of how the construction works are progressing
* Demonstrate that the development is being carried in accordance with the requirements of the CMP, in as much as this affects the amenity of adjoining residents.

All parties directly affected by the works and Council Officers may attend the meetings, including residents and occupiers of neighbouring properties and properties that border the construction vehicle routes.

Separate procedures are in place to address any issue arising under the Party Wall Acts. The separate lawful development certificate and planning permission schemes for the same property are not subject to the provisions of this CMP and are therefore outside the scope and remit of the CMP

**E-mail updates**

The Contractor’s Project Manager will maintain regular contact with residents by sending a monthly update email to affected residents and the Council via an e-mail list to be be compiled at the first Construction Consultation Meeting.

An e-mail notification will be sent at least two day in advance of any works likely to result in disruption to resident’s parking or the the free movement of traffic on Canfield Gardens.

**15. Schemes**

Please provide details of your ‘Considerate Constructors Scheme’ registration, and details of any other similar relevant schemes as appropriate. Contractors will also be required to follow the “[Guide for Contractors Working in Camden](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=799001)” also referred to as “[Camden’s Considerate Contractors Manual](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=799001)”.

The Contractor upon appointment will be required to register with the Considerate Constructors Scheme (if they are not already registered).

Copies of all Camden construction guidance and manuals will be provided.

16. Neighbouring sites

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

None known at this time.

# Transport

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

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

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

Checks of the proposed measures will be carried out by the council to ensure compliance. Please refer to the CLOCS Standard when completing this section. Guidance material which details CLOCS requirements can be accessed [here](http://www.camden.gov.uk/ccm/cms-service/stream/asset?asset_id=3550016&), details of the monitoring process are available [here](http://www.camden.gov.uk/ccm/cms-service/stream/asset?asset_id=3550014&).

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

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

**CLOCS Contractual Considerations**

17. Name of Principal contractor:

To be confirmed on appointment.

18. Please submit the proposed method for checking operational, vehicle and driver compliance with the CLOCS Standard throughout the duration of the contract (please refer to our [CLOCS Overview document](http://www.camden.gov.uk/ccm/cms-service/stream/asset?asset_id=3550016&) and [Q18 example response](http://www.camden.gov.uk/ccm/cms-service/stream/asset?asset_id=3550015&)).

CLOCS Compliance (or equivalent) will be included as a contractual requirement .

The contractor will comply with FORS ‘Bronze’ accreditation (or equivalent).

**Contracts**

The contractor will provide written assurance 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 **either** approved additional training (eg. 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.).

**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.

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

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

19. Please confirm that you as the client/developer and your principal contractor have read and understood the [CLOCS Standard](http://www.clocs.org.uk/wp-content/uploads/2015/05/CLOCS-Standard-v1.2-APRIL_15.pdf) and included it in your contracts. Please sign-up to join the [CLOCS Community](http://www.clocs.org.uk/links-to-partners/) to receive up to date information on the standard by expressing an interest online.

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

Client is aware of the CLCs standard.

Further to be confirmed on appointment of the main contractor,

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

**Site Traffic**

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

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

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

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

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

Please refer to attached plan.

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

Copy of this construction management plan and any later version, including all appended maps and diagrams to be provided for all main and sub contractors at tender/ quotation stage.

The lorry route plan attached in the appendices to this CMP will be provided to all suppliers.

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

Construction vehicle movements are generally acceptable between 9.30am to 4.30pm on weekdays and between 8.00am and 1.00pm on Saturdays). If there is a school in the vicinity of the site or on the proposed access and/or egress routes, then deliveries must be restricted to between 9.30am and 3pm on weekdays during term time. (Refer to the [*Guide for Contractors Working in Camden*](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=799001)).

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

a. Please provide details of the typical sizes of all vehicles and the approximate frequency and times of day when they will need access to the site, for each phase of construction.You should estimate the average daily number of vehicles during each major phase of the work, including their dwell time at the site. High numbers of vehicles per day and/or long dwell times may require vehicle holding procedures.

In order to minimise traffic congestion and road safety issues during development works, weekday construction vehicle movements would need to be scheduled to take place between 0930 and 1500 hours. During school holidays, construction vehicle movements could be scheduled to take place between 0930 and 1630 hours.

Construction vehicle movements will not be permitted at weekends or during public holidays.

Construction vehicle movements will be scheduled so as to avoid more than one arrival and departure every 30 minutes. A delivery booking system will operate.

Typical predicted heavy goods vehicle movements will be 0.5 lorry movements per working day with a maximum of two movements per working day at peak periods. The range between average and maximum number of daily vehicle movements with provide an element of flexibility during each of the building phases.

The main loading areas include the space directly in front of the relatively wide property.

The following list provides preliminary detail of the type of vehicles used during the demolition and construction process.

There will be no waiting of construction vehicles permitted near the site. Suppliers shall call the site a minimum of 20 minutes before their vehicle arrives at site, to confirm that the loading area is available. If the loading area is unavailable, construction vehicles will be instructed not to proceed to the site.

|  |  |  |
| --- | --- | --- |
| Vehicle | Wheelbase | Weight |
| Skip Lorry  | 4 Wheel | 17 Tonne, G.V.W |
| Plant delivery  | 4 Wheel | 17 Tonne, G.V. |
| Concrete Delivery Vehicle  | 6 Wheel | 24 Tonne, G.V.W  |
| Ballast and Loose Materials  | 4 Wheel,  | 17 Tonne, G.V.W |
| Tipper General Building Materials  | 4 Wheel, | 17 Tonne, G.V.W, |
| Wheeled 360 Excavator  |  | 23 Tonne GVW |

The predicted flow of construction related traffic is set out as follows:

Up to 6 workers would be on-site at any one time; they would commute in together by van/car. They would be dropped off and the cars/vans would have to find the nearest pay and display bays in proximity to the site as the bays closest to the house are permit holder only bays;

General builders merchant Crane Lorries (height 4.5m with the crane completely down, length 10m and width 2.5m) would visit the site around twice a week when the job first starts, declining down to once every 2-3 weeks thereafter;

Grab lorries (2.5 wide, 7m long, 4m high) for soil removal during excavation at the beginning of the project;

It is estimated that the Crane and Grab lorries would be on-site for about a half hour each time, this would be planned for mid morning or early afternoon to avoid the early morning rush and afternoon rush;

Standard transit vans (couriers) to make the odd delivery once or twice a week; and

The road directly outside the property is allocated resident parking bays that will be suspended on a temporary basis for off-loading/ loading vehicles.

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

None known.

c. Please outline the system that is to be used to ensure that the correct vehicle attends the correct part of site at the correct time.

Construction vehicle movements would need to be scheduled to take place between 0930 and 1500 hours during school term time. During school holidays, construction vehicle movements could be scheduled to take place between 0930 and 1630 hours Monday to Friday.

Construction vehicle movements will not be permitted at weekends or during public holidays.

Construction vehicle movements will be scheduled so as to avoid more than one arrival and departure every 30 minutes.

Typical predicted heavy goods vehicle movements will be 0.5 lorry movements per working day with a maximum of two movements per working day at peak periods. The range between average and maximum number of daily vehicle movements with provide an element of flexibility during each of the building phases.

A delivery booking system will operate. Vehicle movement details will be updated to provide more specific detail of anticipated delivery times once the Contractor is appointed and the date for works to start on site can be determined. This will be communicated to neighbours and the Council in monthly update e-mails.

There will be no waiting of construction vehicles permitted near the site. Suppliers shall call the site a minimum of 20 minutes before their vehicle arrives at site, to confirm that the loading area is available. If the loading area is unavailable, construction vehicles will be instructed not to proceed to the site.

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

None proposed.

e. Please provide details of any other measures designed to reduce the impact of associated traffic (such as the use of [construction material consolidation centres](https://www.google.co.uk/url?sa=t&rct=j&q=&esrc=s&source=web&cd=2&cad=rja&uact=8&ved=0ahUKEwi5hKjPiLjRAhVqLcAKHQduC_gQFggkMAE&url=http%3A%2F%2Fcontent.tfl.gov.uk%2Fdirectory-london-construction-consolidation-centres.pdf&usg=AFQjCNFhB34aaqw3M3fmDpJYUUBw_PjbdA&sig2=KXhGnTR3slzf0kN4XMOcQg&bvm=bv.143423383,d.ZWM)).

The large fron garden, together with smaller rear garden, provide a relatively extensive construction site in which soil can be stored before removal by lorry and in which construction materials delivered to site can be stored. This on-site storage capacity will help to manage and better sequence on-street traffic movements.

There will typically be a total of up to 6 construction workers on site. Workers will generally travel to site using public transport, however it is estimated that there will be in the order of 1 or 2 light vans (LGV’s) per day to enable workers to transport tools and materials to and from the site.

It should be noted that this is a small development site with limited amount of site personnel therefore, LGVs will be limited.

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

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

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

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

Direct access to the site will be Canfield Gardens with gates and pedestrian pass door. All staff and visitors will be required to sign in at entry and there will be no other access point to the site and existing house.

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

The main loading area will be a 10m stretch of the resident parking bay immediately in front and approximately the same width as the property the space. See attached plan.

c. Please provide swept path drawings for any tight manoeuvres on vehicle routes to and from the site including proposed access and egress arrangements at the site boundary (if necessary).

Canfield Gardens is a relatively wide street with one-way traffic west bound. Vehicles will park parallel to the traffic flow with no tight manoeuvres expected. Vehicle will continue along the Road and exit at West End Lane.

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.

Construction vehicles will remain on the highway in front of the property and will not drive into or out of the site.

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

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

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

The front and rear gardens provide a relatively extensive construction site in which soil can be stored before removal by lorry and in which construction materials delivered to site can be stored. This on-site storage capacity will help to manage and better sequence on-street traffic movements.

Construction vehicles will always be parked close up against the kerb outside No.28, to ensure the maximum clear roadway for passing vehicles. Direct access to the site will be through a secure hoarding from canfield Gardens with gates and pedestrian pass door.

The use of a booking system and agreed delivery times will avoid vehicles waiting in adjacent streets.

There will be no waiting of construction vehicles permitted near the site. Suppliers shall call the site a minimum of 20 minutes before their vehicle arrives at site, to confirm that the loading area is available. If the loading area is unavailable, construction vehicles will be instructed not to proceed to the site.

The pavement directly outside may need to be temporarily suspended during the grab removal process in the interest of public safety and proposed temporary pedestrian diversion put in place. Apart from this temporary suspension, the existing footway width and a clear roadway width will be maintained at all times.

When necessary, a concrete hose will track directly across the pavement into the site covered by an appropriate temporary ramp so safe pedestrian access can be maintained at all times.

Large construction vehicles will not be permitted to approach the site whenever Council refuse vehicles are operating (or are expected to operate) in Canfield Gardens from the junction with Compayne Gardens to the east and the junction with Fairhazel gardens to the West Banksmen will supervise loading and unloading and ensure pedestrian and cyclist safety. Banksmen will be in position during the transfer of materials across the footway to ensure that safe pedestrian passage is maintained at all times and priority will be given to members of the public crossing the footway (except when the pavement is temporarily suspended). Appropriate signage and barriers conformant with the Traffic Signs Manual and NRSWA requirements will be implemented whenever necessary. Signage will be positioned along Canfield Gardens before and during any construction vehicle movements to warn vulnerable road users.

**Highway interventions**

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

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

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

Please note, parking bay suspensions should only be requested where absolutely necessary. Parking bay suspensions are permitted for a maximum of 6 months, requirement of exclusive access to a bay for longer than 6 months you will be required to obtain [Temporary Traffic Order (TTO)](http://camden.gov.uk/ccm/content/transport-and-streets/traffic-management/temporary-road-restrictions/) for which there is a separate cost.

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

Information regarding parking suspensions can be found [here.](http://www.camden.gov.uk/ccm/navigation/transport-and-streets/parking/parking-bay-suspensions/)

The main loading areas include the space directly in front of the property.

The large front garden, together with the smaller rear garden, provide a relatively extensive construction site in which soil can be stored before removal by lorry and in which construction materials delivered to site can be stored. This on-site storage capacity will help to manage and better sequence on-street traffic movements.

Please refer to the appended plan for details of effects on parking bays.

On street visitor parking bays will not be used for long term convenience parking by contractors and visitors and parking bay suspension applications will be made if necessary.

**25. Scaled drawings of highway works**

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

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

No vehicular access from the street into the site will be permitted.

Loading and unloading will be from the street with adjacent resident parking bays suspended as necessary on a short-term temporary basis.

Please refer to attached plan.

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

The contractor will use all necessary safety signage, barriers and accessibility measures to ensure the public are protected at all times. All signage and barriers to conform with the Traffic Signs Manual and NRSWA requirements.

Signage will be positioned along Canfield Gardens before and during any construction vehicle movements to warn vulnerable road users.

For larger pours a truck mounted concrete pump will be used. Both the truck mounted concrete pump and the concrete waggon will be temporarily parked in the temporary suspended bays. The concrete hose will then track directly across the pavement.

**26. Diversions**

Where applicable, please supply details of any diversion, disruption or other anticipated use of the public highway during the construction period (alternatively a plan may be submitted).

It is not envisaged that highway diversions will be required for this development. The contractor will confirm once appointed.

**27. VRU and pedestrian diversions, scaffolding and hoarding**

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

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

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

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

The contractor will use all necessary safety signage, barriers and accessibility measures to ensure the public are protected at all times. Pedestrian and cyclist safety will be a priority of the contractor. Special consideration will be given to vulnerable road users with safe pedestrian access maintained at all times.

A photographic survey of adjacent property boundaries will be made prior to commencement and all materials and finishes that are scraped, damaged or marked during the course of the works will made good on completion.

b. Please provide details of any temporary structures which would overhang the public highway (e.g. scaffolding, gantries, cranes etc.) and details of hoarding requirements or any other occupation of the public highway.

None.

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# Environment

To answer these sections please refer to the relevant sections of **Camden’s Minimum Requirements for Building Construction (**[**CMRBC**](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=3257318)**).**

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

Deliveries to the site will take place as described earlier in this Plan and scheduled to distribute vehicle movements throughout these hours so as to avoid periods of intensive activity therefore limiting noise and vehicle emissions.

Noisy work on site will be carried out in accordance with guidance provided by Camden Council.

Restricting the hours that all work is carried out from 08:00 until 18:00, Monday to Friday and 08:00 until 13:00 on Saturdays. No works should be carried out on Sundays and Bank Holidays.

Using well-maintained and silenced plant and equipment including compressors, generators and power tools.

**Hours of work**

The hours of construction will be restricted as follows:

* Between 8am and 6pm, Mondays to Fridays inclusive
* Between 8am and 1pm, Saturdays.
* No work on Sundays and public holidays

Please also see summary time restriction table in appendices.

**Significant environmental effects**

Activity likely to generate significant external environmental effects (SEA) such as excavation and underpinning etc. to be scheduled only between the following hours unless approved otherwise:

* 9am to 12pm, Monday to Friday.
* 1pm to 5pm, Monday to Friday.
* No SEA work on Saturdays, Sundays or public holidays.

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 pre-commencement noise survey will be undertaken and submitted to the Council where it is necessary to fulfil the requirements of the noise level monitoring described above.

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

The project shall not exceed the following noise levels: -

70 dB LAeq 1 hr during the hours of 08:00 to 18:00 on Monday to Friday (excluding Bank Holidays)

55 dB LAeq 1 hr during the hours of 18:00 to 08:00 on Monday to Friday (excluding bank holidays)

70 dB LAeq 1 hr during the hours of 08:00 to 13:00 on Saturdays; and

50 dB LAeq 1 hr at all other times Daytime free-field equivalent sound pressure levels.

31. Please provide details describing mitigation measures to be incorporated during the construction/[demolition](http://www.camden.gov.uk/ccm/navigation/environment/building-control/demolition/) works to prevent noise and vibration disturbances from the activities on the site, including the actions to be taken in cases where these exceed the predicted levels.

A range of measures will be implemented to ensure that the potential impact of the works on local residents and neighbours will be minimised.

Using well-maintained and silenced plant and equipment including compressors, generators and power tools.

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

The Contractor shall comply with the Code of Practice for Noise and Vibration Control on Constructionand Open Sites, including training requirements.

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

**Dust**

Water dampening measures will be used during any demolition process, which will significantly control dust generation.

Dust screens will also be incorporated during this element of the project. The dust screen will be formed using a fully sheeted scaffold around the full perimeter and height of the rear parts of the existing building. This will form a cocoon within which to carry out the works.

Fully enclosed hoarding will be erected to the front elevation of the property at ground floor level to control dust, noise and protect the front light well from rain.

Dust generated by spoil material temporarily stored on site will be controlled by the contractor using such means as water dampening and dust extraction units for electrical equipment. It should be also be noted that concrete is delivered wet, and that the superstructure is delivered as fabricated or modular elements pre-cut to size so that the potential for dust generation has been limited by the selection of materials and methods.

The internal nature of work to the basement allows a greater degree of dust control and prevention of dust escaping to the neighbouring environment.

Internal walls are designed to brick and block dimensions to omit cutting requirements and thus reduce dust production. Dust produced from the cutting of timber will be collected by vacuum as cutting takes place.

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.

The pavement and public highway will be cleaned after every spoil removal. Tarpaulin will be laid on the pavement when the grab lorry removes spoil to speed up the cleaning and re-opening of the footway.

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

See noise monitoring details in section above.

Vibration levels shall not exceed:

* A peak particle velocity of 2mm/s as measured immediately adjacent to the nearest residential property or vibration sensitive structure and
* 12mm/s measured immediately adjacent to 8 Pilgrims Lane.

A survey of the project will be undertaken by ground movement and building stability monitoring consultants in consultation with the Contractor to establish if and what monitoring is required and at what stage of the project.

The consultant will conduct manual readings as often as specified by the engineer to monitor the ground to determine the effects of natural and man-made ground movements.

A building stability monitoring scheme will be designed with an appropriate level and combination of monitoring equipment such as tilt sensors, strain gauges, LVDTs, total stations, lasers, tell tales, pressure transducers.

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)](https://www.london.gov.uk/file/18750/download?token=zV3ZKTpP), 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.

**Air Quality Dust Risk Assessment – Summary Results**

**STEP 1: Screen the Need for a Detailed Assessment**

There are ‘human receptors’ within 50m of the boundary of the site as well as within 50m of the construction vehicle route. An assessment is therefore needed.

**STEP 2a: Define the potential Dust Emission Magnitude**

The dust emission magnitude, based on the scale of the anticipated works, is classified as follows:

Demolition- Small

* Total volume of building to be demolished <20,000m3
* demolition activities <10m above ground demolition during wetter months

Earthworks- Small

* Total site area <2,500m2
* <5 heavy earth moving vehicles active at any one time, formation of stockpile enclosures <4m in height
* total material moved <10,000 tonnes (where known)

Construction Phase – Small

* total building volume <25,000m3,

Trackout Phase

* <10 HDV (>3.5t) trips in any one day,
* surface material with low potential for dust release,
* unpaved road length <50 m.

**STEP 2B: Define the Sensitivity of the Area**

* Dust Soiling: High sensivity receptors (dwellings) all phases.
* Human health: High sensivity receptors (dwellings) all phases.
* Ecological: No/negligible sensitivity all phases.

# Step 2C: Define the Risk of Impacts

|  |  |  |  |
| --- | --- | --- | --- |
|  | Sensitivity of Area | Dust Emission Mag. | Risk of Dust Impacts |
| Demolition | High | Small | Medium Risk |
| Earthworks | High | Small | Low Risk |
| Construction | High | Small | Low Risk |
| Trackout | High | Small | Low Risk |

37. Please confirm that all of the GLA’s ‘highly recommended’ measures from the [SPG](https://www.london.gov.uk/file/18750/download?token=zV3ZKTpP) document relative to the level of risk identified in question 36 have been addressed by completing the [GLA mitigation measures checklist.](https://www.london.gov.uk/what-we-do/planning/implementing-london-plan/supplementary-planning-guidance/control-dust-and)

Dust and Emission check list identified medium risk in the demolition phase only.

The following mitigation measures are proposed:

* Soft stripping will be employed as an effective way of screening dust and preventing dispersion.
* Water suppression will be used to damp down dust and other debris that could generate dust.
* Primarily manual with some mechanical demolition techniques will be used.
* Skips, chutes and conveyors will be covered where practicable and, if necessary, completely enclosed to ensure that dust does not escape. Similarly, drop heights will be minimised to control the fall of materials.
* Where construction vehicles have to wait they should not idle. Generally, if a vehicle is stationary for more than a minute, the engine should be turned off in order to reduce emissions and fuel costs.
* No burning of any material is permitted on-site.
* Any excess material should be reused or recycled on or off-site in accordance with appropriate legislation.
* Cement, sand, fine aggregates and other fine powders will be sealed after use and if necessary stored in enclosed or bunded containers. Some materials should be kept damp to reduce the risk of drying out.
* The road should be kept free of dust as far as possible and swept regularly. Where possible, this should be water-assisted to increase damping down. However, care should be taken to not to contaminate sewers or local waterways.
* All vehicles carrying dusty materials should be securely covered before leaving,to prevent dust spilling on the road and being swept away by the wind.

38. If the site is a ‘High Risk Site’, 4 real time dust monitors will be required. If the site is a ‘Medium Risk Site’, 2 real time dust monitors will be required. The risk assessment must take account of proximity to sensitive receptors (e.g. schools, care homes etc), as detailed in the [SPG](https://www.london.gov.uk/file/18750/download?token=zV3ZKTpP). Please confirm the location, number and specification of the monitors in line with the SPG and confirm that these will be installed 3 months prior to the commencement of works, and that real time data and quarterly reports will be provided to the Council detailing any exceedances of the threshold and measures that were implemented to address these.

The site is a ‘Medium Risk’ site in the construction phase only.

2 Real-time dust receptors will therefore be installed adjacent to the rear gardens of Nos. 26 and 30 Canfield Gardens.

39. Please provide details about how rodents, including [rats](http://www.camden.gov.uk/ccm/content/environment/environmental-health--consumer-protection/pest-control/about-the-pest-control-service.en), will be prevented from spreading out from the site. You are required to provide information about site inspections carried out and present copies of receipts (if work undertaken).

The contractor shall comply with the Chartered Institute of Environmental Health’s Guidelines set out in ‘Pest minimisation: Best practice for the construction industry’, particularly section 3.0 (Demolition / refurbishment and construction of properties)

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

To be completed by the contractor and submitted to the Council prior to commencement of the internal strip-out works. The recommendations in the report will be complied with. A copy of the report will be forwarded to the Council and made available at the Construction Consultation Meeting immediately prior to the implementation date.

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.

The contractor will adhere to the ‘Guide for Contractors Working in Camden’ and the project will be registered with the ‘Considerate Constructors Scheme’.

The contractor’s operatives are to maintain courteous relations and must be helpful to neighbours and passers-by at all times.

A book will be kept on site, which will be used to record details of any complaints. This will include the name of the person making the complaint. The complaints book will be regularly reviewed to ensure that any complaints are dealt with and resolved.

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:

This is not a Major Development Site and it is not located in the Central Activities Zone.

1. Construction time period (mm/yy - mm/yy ): 40 weeks (to be confirmed by contractor)
2. Is the development within the CAZ? (Y/N): No
3. Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y/N):
4. Please provide evidence to demonstrate that all relevant machinery will be registered on the NRMM Register, including the site name under which it has been registered:
5. Please confirm that an inventory of all NRMM will be kept on site and that all machinery will be regularly serviced and service logs kept on site for inspection:
6. Please confirm that records will be kept on site which details proof of emission limits, including legible photographs of individual engine plates for all equipment, and that this documentation will be made available to local authority officers as required:

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# Agreement

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

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

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

**Signed:** ……

**Date:** …16/1/2020

**Print Name:** Michael Doyle……………………………………………………..….

**Position:** …Partner, Doyle Design LLP………………………………………

Please submit to: planningobligations@camden.gov.uk

End of form.