

30 Leighton Road, NW5

Construction Management Plan:
Initial Draft

01 Introduction

This document provides an initial draft Construction Management Plan (CMP), in support of the full Planning and Listed Building Consent application for the proposed works at 30 Leighton Road.

Whilst a full draft CMP is usually only required for major application of over 1,000sqm or 1 hectare in size, this document has been prepared as an initial assessment to underpin the effective management of the impact of the proposed scheme during the construction phase. Through pre-application discussions with the London Borough of Camden it was identified that due to the site's location, construction has the potential to be challenging. This draft management plan will therefore outline key parameters for how the local environment and neighbouring uses will be protected during the construction phase and how disruption will be kept to a minimum. It is also essential that management protocols ensure the proposed works will not cause unwarranted damage to the listed building at 30 Leighton road and the surrounding public realm, recognizing the sensitivities of the existing site.

It should be noted that this management plan is provisional only and key details are liable to evolve, as a Principal Contractor has not yet been appointed at this stage. It is expected that a full Construction Management Plan will be secured via condition through any future planning permission that will provide further detail.

Following any future grant of planning permission, once a Contractor has been nominated the contracting and design team will review the submitted CMP together, assess suitability of the proposed temporary works plan and establish any necessary amendments required. The nominated Contractor will liaise with the Camden council and local residents to establish the CMP in full detail prior to construction, ensuring complete safety on site and a minimal impact to the local neighbourhood. Any subsequent versions of this document will be submitted in line with the Proforma supplied on the Council's website and undergo a process of community consultation.

02 Project Overview

The description of development is as follows:

Refurbishment and alterations to listed building, demolition of rear buildings and construction of a replacement building to the rear to be used as offices (B1)

The proposal seeks to redevelop the poor quality buildings to the rear of the site, creating new office (B1) space. The listed Postmens Office will also be sensitively refurbished with alterations made to improve the quality of the space and increase the lifespan of the building.

03 Site Context

The site sits on Leighton Road, near to the junction with Lady Margaret Road. The north of the site lies the public street, which is currently the main access point to the site.

To the east are offices and GP healthcare surgery. To the west of the site, there is a terrace of private 3-storey houses facing Leighton road. Their back gardens adjoin the side of the Postmens Office and front of the existing Studio Block. Behind these and adjoining the railway is a storage yard and vehicle depot.

The site's south is partially bounded by a brick retaining wall, forming part of the Kentish Town Railway Station platforms. The remaining portion of the southern boundary is a car park which serves the neighbouring GP surgeries, off Peckwater street.

A Site Location Plan is provided at Appendix 1 to this note.

04 Key Principles

The key aims for the construction process associated with the proposed scheme at 30 Leighton Road are:

- Upholding the highest standards of health and safety throughout the construction period;
- Ensuring safe and secure access to the site during construction;
- Management of deliveries and vehicle movements to the site;
- Management of staff and visitors to the site during construction;
- Minimising and mitigating any environmental impacts from construction activities;
- Minimising any disruption to the listed building and the surrounding uses; and
- Minimising both physical and visual impacts on the immediate surroundings.

In line with the Council's requirements and pre-application advice, we have filled out the Construction Management Plan Proforma, which is included at Appendix 2. Whilst the bulk of the information required is not yet possible to be provided, due to no contractor being on board, this has been clearly highlighted and will be addressed in subsequent versions. This will include consultation with key stakeholders. The scope and format of consultation with the community will be agreed with the Council following the grant of planning permission and a full review of the approved documentation.

We set out some general principles for the management of the construction process below.

Health, Safety and Environment

The safety of on site personnel and the public is a principal priority during any construction project.

Careful planning and consideration will be taken to ensure the impact to the surrounding environment and local roads will be minimised during construction works.

04 Key Principles

Following the appointment of a Contractor, comprehensive and procedures will be put in place, ensuring each stage of the construction programme is planned, managed and monitored in detail in terms of health and safety and the local environment. These will be recorded in a final CMP to be approved by Camden Council, and a Construction Phase Plan to be reviewed and monitored by a trained CDM consultant.

All personnel on site, including staff and visitors will be required to wear the relevant PPE supplied by the Contractor once entering the site boundary during construction. The implementation of health & safety systems and protocols will also ensure compliance with statutory obligations set out by HSE and other relevant governing bodies.

Access, Site Hoardings and Security

To minimise the disruption and visual impact to the public realm, the front of the site will be hoarded off from the back edge of the existing public pavement. Main access to the site and visitor entrance will be into this hoarded area. The hoarding will contain a security grade site entrance door. Sign boards and hoarding lights will be appropriately distributed and maintained during the contract period in line with Camden Highways Department licensing requirements.

Access into the site boundary will be controlled by the Main Contractor and only permitted by authorised personnel. All construction personnel and visitors will be required to sign in when entering the hoarded entrance.

Management of Deliveries & Vehicles

Prior to construction, road transport routes to and from Leighton Road which offer the least amount of disruption to the local neighbourhood and surrounding roads will be identified and specified to staff and site personnel. In principle, main roads will be used where possible. This would suggest approach to the

04 Key Principles

site being directed via Kentish Town Road, with vehicles then leaving via York Way, however this subject to agreement with Camden local authority.

The front courtyard will likely be required by the Contractor to be hoarded off for safety reasons, blocking access to the existing off-street parking. As a result, new materials and building parts will be directly delivered to the kerbside in front of the site and carried immediately inside the hoarded area to minimise disruption and congestion. To ensure pedestrian safety, loading near any pedestrian crossing will be strictly forbidden and appropriate traffic signage will be present and maintained during the whole construction phase.

Deliveries will be managed by the site foreman and booked in advanced when possible, to minimise an excess of vehicles arriving at any one time. Visitors and subcontractors will also be arranged at suitable times and according to the construction programme to minimise an excess of on site personnel. Furthermore, due to the close proximity of Kentish Town Station, all visitors and staff personnel will also be encouraged to use public transport to and from site when possible, further reducing vehicular congestion.

Banksmen provided by the Main Contractor will be present and utilised at all times during deliveries to oversee the process and monitor safety. All vehicles entering or leaving the site will be marshalled by a traffic trained operative and kept under strict supervision.

All relevant permits will be secured with the Highways Department prior to commencement and the Main Contractor will liaise with the local authority highways engineer and neighbouring residents as required. In order to preserve road conditions, all vehicles leaving site will be inspected by the site manager to ensure they are not overloaded, to avoid potential spillage of materials and debris onto the surrounding highways.

04 Key Principles

The front entrance area directly outside the site will be consistently maintained, ensuring the adjacent public realm is kept clean and tidy. The roads in the immediate surrounding site context will also be continually monitored by the site management, throughout the entire duration of the contract.

For good record, prior to works commencing a photographic schedule of conditions will be taken of all properties, highways, pedestrian footpaths and associated infrastructure in the immediate context. Following completion of the proposed construction works, a comparison of the photographic record and current condition (post completion) will be made and all relevant infrastructure made good in accordance to Local Authority requirements.

Management of works to protect the listed building

To minimise risks to the listed property on the site, it is proposed to stage the project so that the new build office blocks to the rear are built first, with the refurbishment of the Postmens Office to follow. All building works during the construction phase will be carefully planned and managed to ensure protection to the listed Postmens Office.

To mitigate potential damage and accidents within the listed building, it is proposed a temporary scaffold be erected that will encompass and span over the existing slate roof of the Postmens Office. At the northern and southern end of the existing roof, a goods lift and scaffolding walkway will be constructed, allowing building materials to be taken to the rear of the site without having to go through the interior of the listed building. All construction and demolition waste will also be taken over the Postmens Office using the scaffolding walkway, further mitigating potential damage from spillage.

04 Key Principles

Management of works to the protect public

The welfare of the public is of great importance and full cooperation will be given to maintain a transparent and respectful relationship during the contract period. The Contractor will maintain a continuous line of communication and liaise with both the Camden Council and local residents as appropriate to ensure the smooth running of the site during construction. All local residents concerns will be taken into consideration to ensure all works are carried out both safely and in a manner that will not inconvenience pedestrians and other road users

Environmental Impacts: Dust, Noise and Vibration

A waste management plan will be put in place during construction to reduce the potential build up of waste materials on site. Demolition waste and unwanted materials will be regularly and properly removed off premises and site kept clean and tidy to minimise the transference of materials onto the public realm. The site will be swept regularly and debris cleared to minimise dust contamination into the surrounding area.

The contractor and associated subcontractors will take all necessary measures to reduce the noise, dust and vibration impacts to the adjacent areas through careful planning and management. A Dust Management Plan and widely used dust preventative measures such as quarantining and water mist suppressants will be used at localised areas to mitigate the emission of dust during the demolition and construction phase.

All relevant personnel will be required to wear ear protection equipment such as noise diffusers during construction and vibration compression tools will be used throughout the demolition works. Appropriate and adequate site safety signage will be installed throughout the site prior to works commencing.

05 Working Hours and Programme

As the site is within a residential area, no construction works will take place on Sundays or Public Holidays. Standard working hours will be limited to between 8am-6pm, Monday to Friday and 8am-1pm on Saturdays if additional working hours are required, in line with Camden's construction working hours.

Once a Contractor has been appointed, a construction commencement date and programme duration will be established.

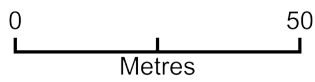
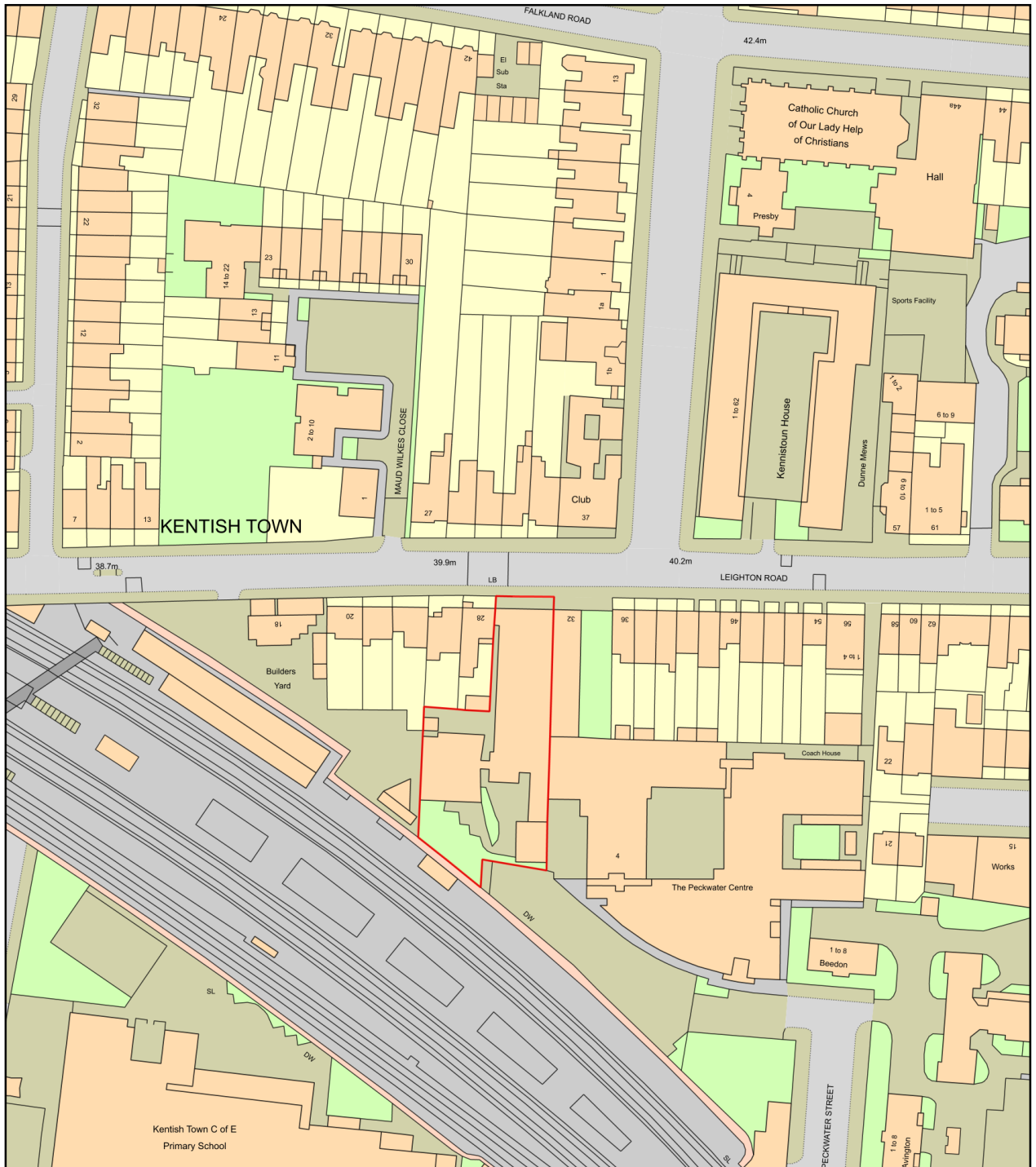
06 Conclusion

Both the guidelines set out above and information included in the proforma at Appendix 2 will be developed as part of a comprehensive assessment by the Contractor once appointed. A final CMP will be further developed by the Contractor and submitted to the planning and highways department for approval. This will be in line with the requirements set out in the Camden Planning Guidance on Amenity (2018), Camden Minimum Requirements and Guide for Contractors Working in Camden. It will include an updated proforma with all the necessary detail.

Appendices

Appendix 1: Site Location Plan

30 Leighton Road - Location plan



Appendix 2: Site Location Plan

Construction Management Plan

pro forma

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Revisions & additional material

Please list all iterations here:

| Date | Version | Produced by |
|----------|---------------|---------------------------------|
| 5/2/2020 | Initial draft | Quinn Architects and WSP Indigo |

Additional sheets

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

| Date | Version | Produced by |
|------|---------|-------------|
| | | |

Introduction

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

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

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

This CMP follows the best practice guidelines as described in the [Construction Logistics and Community Safety \(CLOCS\)](#) Standard and the [Guide for Contractors Working in Camden](#).

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

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

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

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

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

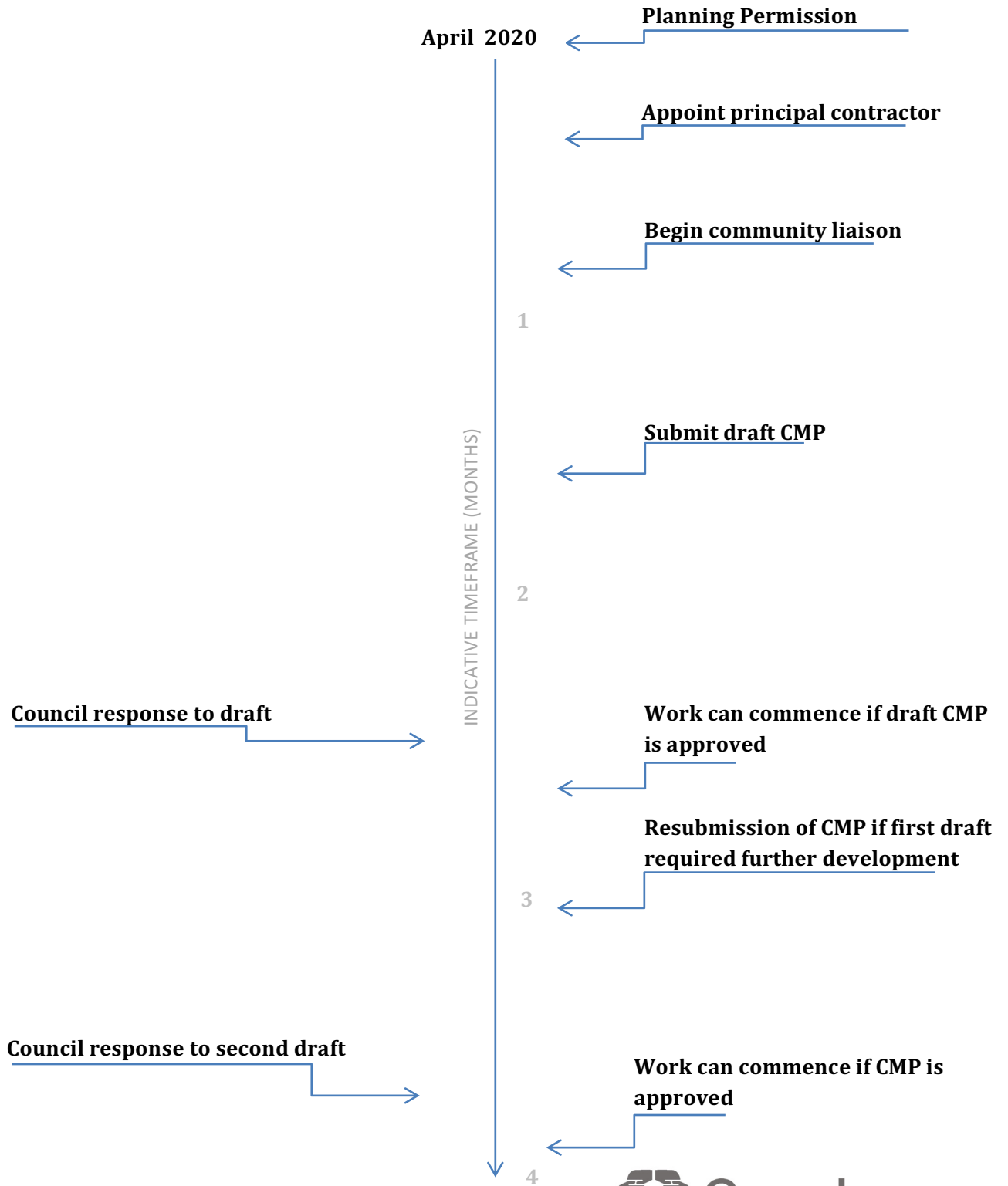
(Note the term 'vehicles' used in this document refers to all vehicles associated with the implementation of the development, e.g. demolition, site clearance, delivery of plant & materials, construction etc.)

Revisions to this document may take place periodically.

Timeframe

COUNCIL ACTIONS

DEVELOPER ACTIONS



Contact

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

Address: Former Kentish Town Sorting Office, 30 Leighton Road, London, NW5 2QE

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: **TO BE CONFIRMED**

Address:

Email:

Phone:

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**

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), please provide contact details of the Camden officer responsible.

Name: **TO BE CONFIRMED**

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**

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.

A site location plan is provided as appendix 1.

The site sits on Leighton Road, near to the junction with Lady Margaret Road. The north of the site lies the public street, which is currently the main access point to the site.

To the east are offices and GP healthcare surgery. To the west of the site, there is a terrace of private 3-storey houses facing Leighton road. Their back gardens adjoin the side of the Postmens Office and front of the existing Studio Block. Behind these and adjoining the railway is a storage yard and vehicle depot.

The site's south is partially bounded by a brick retaining wall, forming part of the Kentish Town Railway Station platforms. The remaining portion of the southern boundary is a car park which serves the neighbouring GP surgeries, off Peckwater street.

For a summary of the application proposals please refer to cover statement.

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

The construction of the development will include the following key works:

- Demolition of the rear buildings.
- Construction of new building to the rear of listed building.
- Refurbishments to the listed building, including façade, paving and railings to the front of the site.

The key factors that the construction will need to be planned around are protection of the listed building, access and nearby residential uses. There are residential dwellings that border the site so are in close proximity.

The construction process will need to minimize risks to the listed property on the site and the programme, scope of works and management of works will be prepared with this in mind.

There is no vehicular ingress to the site or space for vehicles to park within the site boundary. The site can be accessed by vehicle and on foot at its northern (Leighton road) and southern (GP surgery car park) boundaries. However, the car park and associated areas directly to the south of the site are owned by the Network Rail and leased by the medical facility adjoining. Previous negotiations over establishing temporary rights of access over the land to the south indicate securing either pedestrian or vehicular access will not be possible at the site rear. Therefore, due to this constraint constraints, all deliveries, vehicular and pedestrian access during construction, must be achieved from the Leighton Road frontage.

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).

Once a Contractor has been appointed, a construction commencement date and programme duration will be established.

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

The site is in a residential area. No construction works will take place on Sundays or Public Holidays. Standard working hours will comply with the above times for construction sites in Camden.

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.).

The following receptors will need to be considered when addressing construction impacts:

- Residential dwellings along Leighton Road, the nearest of which are No.'s 26 and 28 (which shares a boundary with the site to the west)
- The Caversham Group Practice GP Surgery which borders the site to the south-east
- Offices at 32 Leighton Road with which the site shares a party wall
- Builders merchant yard to the west of the site

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.

The scope and format of consultation with the community will be agreed with the Council following the grant of planning permission and a full review of the approved documentation.

The welfare of the public is of great importance and full cooperation will be given to maintain a transparent and respectful relationship during the contract period. The Contractor will maintain a continuous line of communication and liaise with both the Camden Council and local residents as appropriate to ensure the smooth running of the site during construction. All local residents concerns will be taken into consideration to ensure all works are carried out both safely and in a manner that will not inconvenience pedestrians and other road users.

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.

It is assumed this will not be needed for the proposed scheme.

13. Schemes

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

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

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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.

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

Transport

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

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

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

Checks of the proposed measures will be carried out by CCS monitors as part of your enhanced CCS site registration, and possibly council officers, to ensure compliance. Please refer to the CLOCS Standard when completing this section.

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

CLOCS Contractual Considerations

15. Name of Principal contractor:

TO BE CONFIRMED

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](#)).

The exact methodology for compliance will be included in future iterations of the Draft Construction Management Plan.

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

17. Please confirm that you as the client/developer and your principal contractor have read and understood the CLOCS Standard and included it in your contracts.

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

The applicant commits to the agreement and inclusion of the CLOCS Standard when a principal contractor is on board.

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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.

Prior to construction, road transport routes to and from Leighton road which offer the least amount of disruption to the local neighbourhood and surrounding roads will be identified and recommended to staff and site personnel. In principle, main roads will be used where possible. This would suggest approach to the site being directed via Kentish Town Road, with vehicles then leaving via York Way. A detailed strategy will be provided once the Principal Contractor is on board.

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.

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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

Construction vehicle movements should be restricted to the hours of 9.30am to 4.30pm on weekdays and between 8.00am and 1.00pm on Saturdays. If there is a school in the vicinity of the site or on the proposed access and/or egress routes, then deliveries must be restricted to the hours of 9.30am and 3pm on weekdays during term time.

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

A delivery plan should ensure that deliveries arrive at the correct part of site at the correct time. Instructions explaining such a plan should be sent to all suppliers and contractors.

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

For Example:

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

Skip loader: 2 deliveries/week during first 10 weeks

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

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

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

Due to the lack of on street parking directly outside the site, new materials and building parts will be directly delivered to the kerbside in front of the site and carried immediately inside the hoarded area to minimise disruption and congestion. To ensure pedestrian safety, loading near any pedestrian crossing will be strictly forbidden and appropriate traffic signage will be present and maintained during the whole construction phase.

Deliveries will be managed by the site foreman and booked in advanced when possible, to minimise an excess of vehicles arriving at any one time. Visitors and subcontractors will also be arranged at suitable times and according to the construction programme to minimise an excess of on site personnel. Furthermore, due to the close proximity of Kentish Town Station, all visitors and staff personnel will also be encouraged to use public transport to and from site when possible, further reducing vehicular congestion.

Banksmen provided by the Main Contractor will be present and utilised at all times during deliveries to oversee the process and monitor safety. All vehicles entering or leaving the site will be marshalled by a traffic trained operative and kept under strict supervision.

Further details relating to delivery and access to the site will be confirmed once the Principal Contractor is on board.

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.

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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.

Deliveries will be managed by the site foreman and booked in advanced when possible, to minimise an excess of vehicles arriving at any one time. Further details relating to delivery and access to the site will be confirmed once the Principal Contractor is on board.

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.

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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).

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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.

NOT APPLICABLE

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.

NOT APPLICABLE

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.

NOT APPLICABLE

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.

NOT APPLICABLE

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.

NOT APPLICABLE

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.

NOT APPLICABLE

Street Works

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

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

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

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

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

22. Site set-up

Please provide a scaled plan detailing the local highway network layout in the vicinity of the site. This should include details of on-street parking bay locations, cycle lanes, footway extents, relevant street furniture, and proposed site access locations. If these are attached, use the following space to reference their location in the appendices.

As noted previously, the site does not have vehicular ingress to within the site boundary or space for vehicle parking or stopping, and the car park to the back is outside of the applicant's control, with no access rights likely to be able to be secured. Therefore vehicles will only be able to stop at the kerb side during construction. More detailed analysis of the optimum management of vehicles and works affecting the street will be undertaken once the Principal Contractor is on board.

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](#).

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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.

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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.

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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.

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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.

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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.

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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.

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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.

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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 survey has been undertaken as part of the application, in January 2020, and is included in this submission.

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

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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.

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

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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.

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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.

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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](#).

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- 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.

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).

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

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.

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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:

TO BE CONFIRMED ONCE PRINCIPAL CONTRACTOR ON BOARD

● 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:

Date:

Print Name:

Position:

Please submit to: planningobligations@camden.gov.uk

End of form.

