Construction Management Plan

pro forma v2.3

Camden

Contents

Revisions & additional material

Please list all iterations here:

Date	Version	Produced by
July 2019	Version 1	Edward Faldo for and on behalf of Paul Mew Associates
February 2020	Version 2	Edward Faldo for and on behalf of Paul Mew Associates

Additional sheets

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

Date	Version	Produced by
24/07/2019	Figure 1. Site Location Plans	PMA / TCA
24/07/2019	Figure 2. Local Highway Network & Preliminary Construction Site Plan	PMA
2407/2019	Figure 3. Construction Vehicle Routing Plan	PMA
24/07/2019	Figure 4. Swept Path Analysis; Skip Lorry	PMA
24/07/2019	Figure 5. Swept Path Analysis; 6m3 Concrete Mixer	PMA
24/07/2019	Figure 6. Swept Path Analysis; 7.5t Box Van	PMA

Introduction

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

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

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

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

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

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

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

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

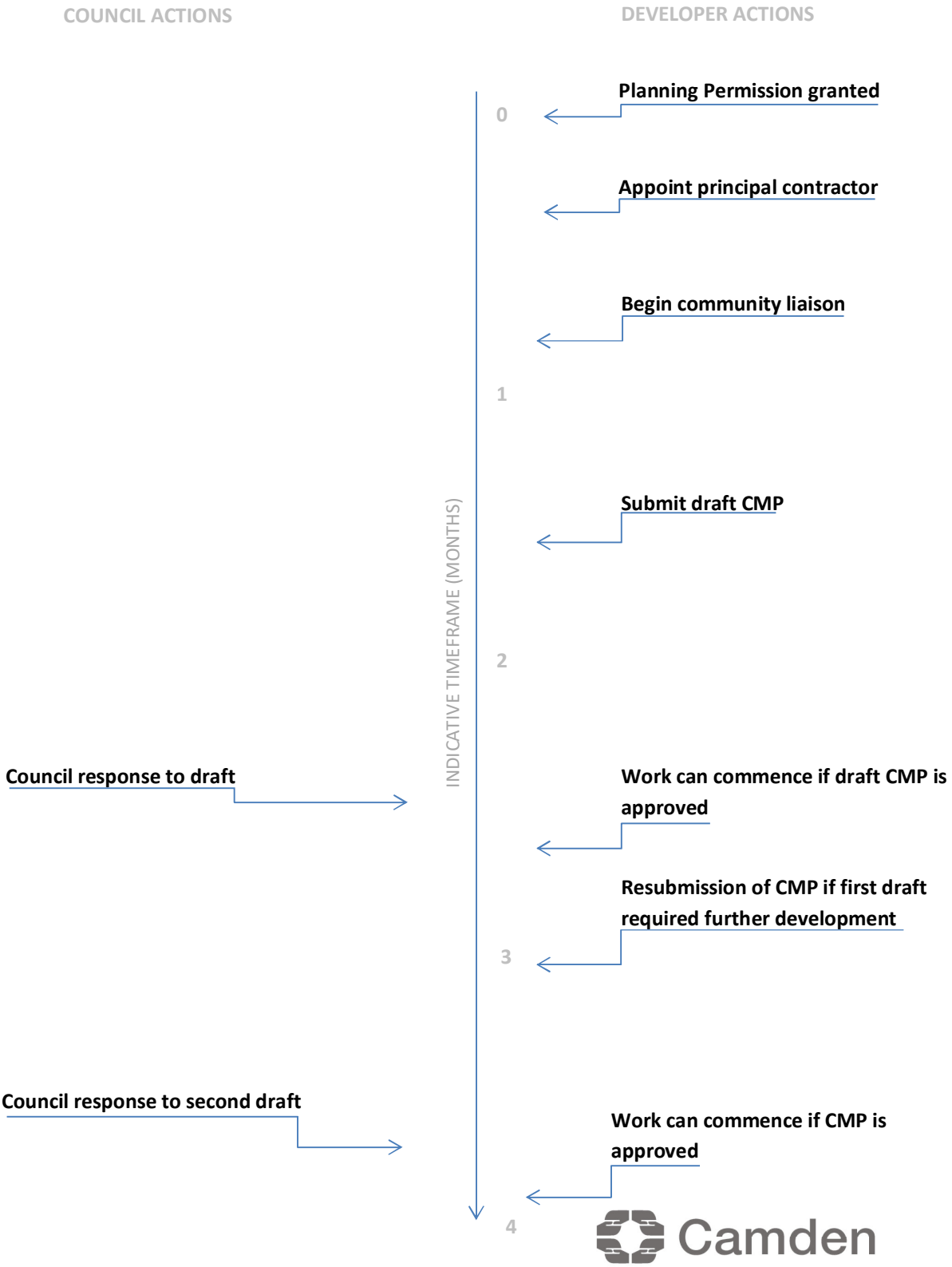
Please complete the questions below with additional sheets, drawings and plans as required. The boxes will expand to accommodate the information provided, so please provide as much information as is necessary. It is preferable if this document, and all additional documents, are completed electronically and submitted as Word files to allow

comments to be easily documented. These should be clearly referenced/linked to from the CMP. Please only provide the information requested that is relevant to a particular section.

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

Revisions to this document may take place periodically.

Timeframe


COUNCIL ACTIONS
DEVELOPER ACTIONS
Planning Permission granted
0
Appoint principal contractor
Begin community liaison
1
Submit draft CMP
INDICATIVE TIMEFRAME (MONTHS)
2
Council response to draft
Work can commence if draft CMP is approved
Resubmission of CMP if first draft required further development
3
Council response to second draft
Work can commence if CMP is approved
4

Contact

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

Address: 28 Reddington Road, London, NW3 7RB

Planning reference number to which the CMP applies: Not available at the time of preparing this report, CMP is to be submitted with a planning application.

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

Name: Edward Faldo for and on behalf of Paul Mew Associates (Traffic Consultants)

Address: Unit 1 , Plym House, 21 Enterprise Way, Wandsworth, SW18 1FZ

Email: edward.faldo@pma-traffic.co.uk

Phone: 0208 780 0426

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: Not available at the time of preparing this draft report. The full CMP will provide contact details for the site project manager, once the principal contractor has been appointed to undertake the works.

Address: TBC

Email: TBC

Phone: TBC

4. Please provide full contact details of the person responsible for community liaison and dealing with any complaints from local residents and businesses if different from question 3. In the case of **Community Investment Programme (CIP)**, please provide contact details of the Camden officer responsible.

Name: See response to question 3

Address: TBC

Email: TBC

Phone: TBC

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: See response to question 3

Address: TBC

Email: TBC

Phone: TBC

Site

6. Please provide a site location plan and a brief description of the site, surrounding area and development proposals for which the CMP applies.

A site location plan is presented in **Figure 1** (page 39) of this report. The proposal comprises of lowering the depth of the existing basement by approximately 750mm.

The site is in the Redington Frognal conservation area.

The existing building is not a listed building.

The site has frontage to Redington Road. The main pedestrian entrance to the existing building is via Redington Road.

Redington Road is in permit zone CA-S which restricts parking between Monday-Friday 12:30-2:30pm.

A preliminary site set-up plan with local highway context is presented at **Figure 2** (page 40) of

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 works principally comprise of an increase in the depth of the existing basement.

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).

Detailed information is not available at this early stage of the proposal. Once planning permission has been granted and a contractor has been appointed a Gantt chart with key tasks, durations, and milestones would be submitted within an updated version of this CMP which would be used to discharge any CMP related condition of planning consent.

At the time of writing this report it is predicted that construction will commence in late in 2019 and practical completion is anticipated by the end of 2020.

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 working hours above will be adhered to, however in line with other areas in London no noisy works will occur on Saturdays.

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 nearest potential receptors likely to be affected by the activities on-site are listed as follows:

- Dwellings at 39-49 Redington Road (opposite the site);
- Dwellings at 30-21 Redington Road (alongside 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.

This draft CMP has been prepared for submission with the planning application and is intended to set out as much information as is possible for the Council's consideration prior to the determination of the planning application. The neighbouring residents would be included on the list of properties consulted on the planning application once it is submitted to Camden Council, and would be able to view this document together with all of the submitted plans, documents, and information during the planning application consultation period.

Following the granting of planning permission, it would be the duty of the appointed contractor or a professional company on behalf of the applicant to carry out Community Liaison in accordance with Camden Council's requirements. The Community Liaison would last a minimum of 3 weeks and full details of the process together with any issues raised would be set out in the CMP to be submitted with a related discharge of condition application. Local residents, businesses, local groups, and ward councillors will all be included in the community liaison. Any comments made by Camden Council with regards to this document during the planning application consultation period would be incorporated into future iterations of the CMP.

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.

Introductory newsletters will be posted to local residents advising of the project. Subsequently thereafter there will be additional letters if there is felt to be an important piece of information that requires the residents to be aware of such as the delivery of large items of plant and equipment.

The appointed contractor will send representatives such as project managers etc to attend any community liaison meetings that are required throughout the life of the works, along with representatives from the design team who have established links with the local community groups.

Notes from these meetings will be circulated to the community, including updates to the site logistics plan and other information as requested. Further meetings will be held on a semi-regular basis as demand dictates.

An email distribution list will be set up of all local resident and business stakeholders to whom have been issued a letter or a copy of the CMP, plus subsequent updates.

We will also use this email distribution list to inform all stakeholders of forthcoming works and activities in relation to the project. A Community Working Group relating to the development will be established for the works. The group will meet on a monthly basis and will continue to do so throughout the duration of the construction works.

These meetings are to be attended by all stakeholders involved in, and affected by the site (i.e. The Local Authority, Sponsors, Contractors, and Local Community Representatives). An information board will be posted on the site hoarding, in a location agreed with the local residents to advise of key personnel and site issues.

In addition to the above the contractor would also operate an open door policy whereby members of the local community can speak to the site management if they have specific concerns or complaints. This type of interaction is part of the Code for Considerate Constructors handbook, which would be taken very seriously by any future appointed contractor and sub-contractors.

A complaints and compliments register would be maintained throughout the life of the project. The aim would be to close out all complaints to the satisfaction of the individual making the observation/ complaint. Simple devices such as vision panels in the site hoarding help to remove the mystery of the site. It helps to remove the element of suspicion regarding what exactly is happening behind closed site hoardings. Site contact details and out of hours emergency contact details will be prominently displayed on the site hoardings.

13. Schemes

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

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

The redevelopment of the site will be individually registered with the Considerate Constructor Scheme. The appointed contractor will be a member of the Considerate Constructor Scheme. Details of other similar relevant schemes as appropriate would be supplied to the Council as part of a later draft of this CMP.

It is noted that Camden Council requires enhanced CCS registration that includes Construction Logistics and Community Safety (CLOCS) monitoring. It is also noted and accepted that the contractor will be required to follow the Council's "Guide for Contractors Working in Camden".

Site specific inductions will focus on not only the onsite construction works but also the surrounding community. Operatives will be advised on how to behave on site and whilst interacting with the local area and its people. It will be made clear to all that they will be representing the site and therefore the appointed contractor. If staff or operatives were to be found or reported as having misbehaved whilst off of the site then it is a reflection on the appointed contractor and they will be asked to leave the site and not to return.

Operatives will also be encouraged to engage with the local community by using local public transport and amenities such as local cafes, shops, community gymnasiums etc.

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.

A review of the Council's planning applications register at the time of preparing this report found there to be no nearby construction sites or forthcoming construction sites of a material size that would require consideration and mitigation in regard to the proposed works at the application site.

Further reviews will be carried out periodically during the planning application consultation period and any sizeable projects locally that would benefit from liaison and cooperation with this project would be referenced in any future iterations of this report.

Transport

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

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

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

Checks of the proposed measures will be carried out by CCS monitors as part of your enhanced CCS site registration, and possibly council officers, to ensure compliance. Please refer to the CLOCS Standard when completing this section. Guidance material which details CLOCS requirements can be accessed here, details of the monitoring process are available here.

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

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

CLOCS Contractual Considerations

15. Name of Principal contractor:

Not available at the time of preparing this report. The name of the Principal contractor including a named individual and full contact details will be supplied in the CMP submitted with any future discharge of condition application.

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 appointed contractor will be committed to the FORS scheme and proof of membership would be provided in any future iterations of this CMP. A FORS Silver level would be the minimum standard for the appointed contractor.

Full compliance with CLOCS will also be observed by the appointed contractor. The full CMP will be produced with input from the contractor and would therefore include full details of the method for checking operational, vehicle, and driver compliance with the CLOCS standard throughout the contract with reference to Camden Council's CLOCS overview document.

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

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

The requirement to abide by the CLOCS Standard will be incorporated into contracts to all contractors and suppliers at the appropriate stage.

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.

A construction vehicle routing plan is set out in **Figure 3** (page 41) of this report. As is shown the development site is located on Redington Road which forms part of Camden's road network. All large construction vehicles will be routed to and from the site via Redington Road.

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.

All contractors, sub-contractors, delivery companies and visitors will be advised of and required to adhere to the specified route and all the other terms of this plan. The lead contractor would be able to supply hard copies or electronic copies of the final vehicle routing plan on request.

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

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

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

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

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

For Example:
32t Tipper: 10 deliveries/day during first 4 weeks
Skip loader: 2 deliveries/week during first 10 weeks
Artic: plant and tower crane delivery at start of project, 1 delivery/day during main construction phase project
18t flatbed: 2 deliveries/week for duration of project
3.5t van: 2 deliveries/day for duration of project

The typical size of vehicles that would access the site during the construction programme are anticipated to be as follows:

SKIP LORRY

Small skip lorry – 6.2m x 2.5m

CONCRETE

Medium sized 6m3 three-axle concrete mixer – 8.4m x 2.4m

GENERAL SUPPLIES/DELIVERIES

7.5 tonne box van and flatbed van – 8m x 2.1m

The typical approximate frequency and times of day when they will need access to the site, for each phase of construction, is not known at this early stage of the project. Further details will be provided to the Council and to neighbouring residents and businesses in later drafts of this report when a contractor has been appointed. Owing to the relatively modest scale of the construction project, vehicle attendance on-site and dwell time is anticipated to be relatively low.

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.

At this stage we are not aware of any other projects within the local area, however this will be regularly checked closer to the time that the project is likely to commence on-site and best endeavours will be made to liaise with other contractors of nearby construction sites.

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

It is currently envisaged that all construction vehicle traffic will be able to enter the site via the existing Redington Road vehicle access, by reversing into the site. As discussed, a full-time trained banksman will be positioned at the gated entrance to the site to safely receive vehicles onto the site from the public highway and assist vehicles returning onto Redington Road.

Any vehicles larger than those described and covered in the answer to question 19a which cannot enter the site in would be able to stop on the public highway on Redington Road outside the site. The contractor would ensure that the necessary parking bay suspensions are obtained from the Council in advance of this requirement. Such instances are reasonably expected to be infrequent throughout the project.

There are no constrained manoeuvres along the proposed route for construction vehicles which require swept path assessment.

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.

As discussed it is currently envisaged that all construction vehicle loading and unloading will take place on-site from the area in front garden of the property accessed from Redington Road. We have demonstrated that a large array of construction related vehicles will be able to enter the site via the existing Redington Road vehicle access and return to the public highway in a forward gear.

It is not expected that there will be any waiting of construction vehicles on Redington Road, the frequency of vehicle visits is not predicted to be high and the vehicle activity will be managed by the contractor such that there will never be more than one vehicle at the site at any one time.

On the rare occasions that larger vehicles which cannot enter the site are required to access the construction site, suitable provisions will be made for them to be able to stop on the public highway on Redington Road outside the site.

The contractor would ensure that the necessary parking bay suspensions are obtained from the Council in advance of this requirement. Such instances are reasonably expected to be infrequent throughout the project.

The full-time trained banksman will be on hand to act as a traffic marshall to ensure the safe passage of pedestrians, cyclists and motor traffic in the street when vehicles are being loaded or unloaded

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.

Noted.

It is confirmed that the contractor will investigate the use of construction material consolidation centres and/or delivery by water/rail if appropriate.

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

The engines of contractors' vehicles shall not be kept idling, except for concrete mixers which require to be running to dispense concrete.

A full-time trained banksman will be positioned at the gated entrance to the site to safely receive vehicles onto the site from the public highway and assist vehicles returning onto Reddington Road and would also advise drivers to switch off their engines once vehicles are in place within the site.

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

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

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

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

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

The proposed access and egress routes to and from the site will be from the Redington Road. There is an existing vehicle access to the site which is currently used by the residents of the dwelling.

This existing established vehicle access will be utilised throughout the construction programme for constructed related vehicle activity. Refer to Figures 4-6 of this report which shows the swept path diagrams of a variety of construction related vehicles entering and exiting the site from the existing established access from Redington Road.

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.

As explained, a full-time trained banksman will be positioned at the gated entrance to the site to safely receive vehicles onto the site from the public highway and assist vehicles returning onto Redington Road.

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.

It is currently envisaged that the majority if not all construction vehicle traffic will be able to enter the site via the existing Redington Road vehicle access, by reversing into the site then return to the public highway in a forward gear. As discussed, a full-time trained banksman will be positioned at the gated entrance to the site to safely receive vehicles onto the site from the public highway and assist vehicles returning onto Redington Road. It is seen as a safer option to have vehicles reversing into the site than reversing out of the site.

A series of vehicle tracking diagrams are appended to this report, and listed as follows for ease of reference:

- Figure 4 (page 42) of this report presents AutoTrack generated vehicle swept paths of a skip lorry entering and exiting the site via Redington Road.
- Figure 5 (page 43) of this report presents AutoTrack generated vehicle swept paths of a 6m3 concrete mixer truck entering and exiting the site Redington Road.
- Figure 6 (page 44) of this report presents AutoTrack generated vehicle swept paths of a 7.5 tonne delivery van entering and exiting the site via Redington Road.

Any vehicles larger than those described and covered by the aforementioned vehicle swept path assessment which cannot enter exit the site would be able to stop on the public highway on Redington Road outside the site. The contractor would ensure that the necessary parking bay suspensions are obtained from the Council in advance of this.

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.

An appropriate wheel-washing facility with controlled run-off will be installed at the site to ensure that any vehicles exiting the site do not leave with any mud or debris on them which could transfer onto the adjoining public highway.

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.

As discussed it is currently envisaged that the majority if not all construction vehicle loading and unloading will take place on-site. We have demonstrated that a large array of construction related vehicles will be able to enter the site via the existing Redington Road vehicle access by reversing in, then return to the public highway in a forward gear.

On the rare occasions that larger vehicles which cannot enter the site are required to access the construction site, suitable provisions will be made for them to be able to stop on the public highway on the Redington Road outside the site.

The contractor would ensure that the necessary parking bay suspensions are obtained from the Council in advance of this requirement. Such instances are reasonably expected to be infrequent throughout the project.

The full-time trained banksman will be on hand to act as a traffic marshall to ensure the safe passage of pedestrians, cyclists and motor traffic in the street when vehicles are being loaded or unloaded.

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.

As discussed, on the rare occasions that larger vehicles which cannot enter site, suitable provisions will be made for them to be able to stop on the public highway on Redington Road outside the site.

Parking bay suspensions will only be requested where absolutely necessary so as to minimise disruption to adjoining neighbours/occupiers. Such instances are reasonably expected to be infrequent throughout the project.

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.

A scaled plan detailing the local highway network layout in the vicinity of the site, site access locations and site set-up details is presented in Figure 2 of this report.

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.

As discussed, on the rare occasions that larger vehicles which cannot enter the site are required to access the construction site, suitable provisions will be made for them to be able to stop on the public highway on the Redington Road outside the site.

Parking bay suspensions will only be requested where absolutely necessary so as to minimise disruption to adjoining neighbours/occupiers. Such instances are reasonably expected to be infrequent throughout the project.

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.

N/A

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.

Other than ad-hoc parking bay suspensions, it is not currently envisaged that any highways works will necessary to enable this construction project to take place.

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.

There will not be any highway diversions required to the public highway.

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, e

tc. 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.

Secure hoarding will be instated at the site's boundary with lockable accesses at vehicle and pedestrian access points.

No pedestrian or cyclist diversions will be required to be put in place.

There is a footpath that is wide enough for pedestrians to use, and appropriate statutory signage will be displayed on the hoardings to warn of hazards such as site entrances etc. The site contact details and out of hours emergency contact details will also be prominently displayed on the site hoardings.

Daily inspections will be undertaken of the site perimeter and footpaths to check for potential hazards (such as blocked footpaths, build-up of rubbish, leaves etc.).

The following requirements will be stipulated in sub-contractors and suppliers orders when operating large vehicles over 3.5 tonnes:

• Operators must be a member of TfL's Fleet Operator Recognition Scheme (www.tfl.gov.uk/fors) or similar at the Silver level.

• All drivers must have undertaken cycle awareness training such as the Safe Urban Driver module through FORS or similar.

• All vehicles associated with the construction of the Development must:

  • Have Side Guards fitted, unless it can be demonstrated to the reasonable satisfaction of the Employer, that the Lorry will not perform the function, for which it was built, if Side Guards are fitted.

  • Have a close proximity warning system fitted comprising of a front mounted, rear facing CCTV camera (or Fresnel Lens where this provides reliable alternative), a Close Proximity Sensor, an in-cab warning device (visual or audible) and an external warning device to make the road user in close proximity aware of the driver's planned manoeuvre.

  • Have a Class VI Mirror.

  • Bear prominent signage on the rear of the vehicle to warn cyclists of the dangers of passing the vehicle on the inside

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.

It is not currently envisaged that any highways works will necessary to enable this construction project to take place.

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.

This information is not available at this early stage of the proposal. Once planning permission has been granted and a contractor has been appointed any changes to services which are proposed to be carried out would be discussed/agreed with the service provider/utility company and details would be incorporated within an updated version of this CMP which would be used to discharge any CMP related condition of planning consent.

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.

A list of all noisy operations and the construction method used, and details of the times that each of these are due to be carried out, cannot be accurately provided at this early stage of the development.

A list of all noisy operations and the construction method used, and details of the times that each of these are due to be carried out, will be undertaken by the appointed contractor and this will be provided to Camden Council with the Construction Management Plan to be submitted with any future discharge of condition application.

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 will be carried out before any works are being carried out and a copy of that noise survey will be provided to Camden Council.

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

Noise levels from the site will aim to be within a daily level of 70 decibels (LAeq, 10hr) for airborne noise at the nearest occupied premises/site Boundary

31. Please provide details describing mitigation measures to be incorporated during the construction/demolition works to prevent noise and vibration disturbances from the activities on the site, including the actions to be taken in cases where these exceed the predicted levels.

The following mitigation measures to control noise and vibration will be adopted during the demolition and construction period.

• The quietest / lowest impact processes that are reasonably practicable will be employed on site to carry out the demolition and construction works.

• The quietest vehicles and plant shall be used as far as is reasonably practicable.

• No machinery starting up on site before the designated site start times (8.00am).

• No engines left running on vehicles waiting to enter the site.

• Noise suppression / screening will be a prime consideration in order to reduce the noise impact for the surrounding community (eg around generators).

• Keeping voices and conversations to a low in volume. No shouting or swearing.

• No banging of doors, gates, scaffolding.

• Noise levels from all sites must aim to be within a daily level of 70 decibels (LAeq, 10hr) for airborne noise at the nearest occupied premises/site Boundary as covered in the code of construction for other areas of London.

• Include within material and subcontractor requisitions details of permitted vehicle arrivals i.e. not before 9.30am or after 4.30pm

• hiring equipment from reputable companies who can supply new, well-maintained plant

• locating noise-generating fixed plant as far away from sensitive premises as possible

• arranging for materials, such as flagstones and steelwork, to be cut off-site where practicable

• ensuring that an appropriate electricity supply exists before any work involving demolition or excavation starts, so that generators are not necessary

If the noise level exceeds the daily level, work will be stopped with the works and methodology reviewed.

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

The contractor would provide evidence that all staff have been trained on BS5228:2009 and will also ensure that all sub-contractors and operatives are trained on BS5228:2009. Evidence will be obtained and provided to the Council before works commence.

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

Control of dust, particularly during periods of dry and windy weather is a prime concern for all construction projects. The appointed contractor would have a hierarchical policy of prevention – suppression – containment with regards to dust control to prevent dust migrating beyond the site boundary. This applies to an operative drilling a hole to dust being blown about the site in dry weather.

All major and strategic development sites must follow the Mayor of London's Control of Dust and Emissions during Construction and Demolition Supplementary Planning Guidance in addition to this document.

The following measures and practices will be implemented throughout the period of the works programme:

- Make frequent site inspections during dust generating operations and at least once daily during general works to ensure that there is no dust release caused by site operations. The frequency of any site inspections must be increased when site activities have a high potential to generate dust and during prolonged dry and windy weather.
- Avoid cutting, grinding and sawing on-site and use pre-fabricated material and modules where practicable.
- Fit equipment such as disc cutters, table saws, sanders, etc., with dust suppression (water spray) or a dust collection facility.
- Ensure that there is sufficient water suppression such as water sprays, and/or pressure washers during demolition work and other activities that generate high levels of dust.
- Cover stockpiles/arisings of sand, earth or similar dust-generating materials when not in use to prevent wind whipping.
- Skips, chutes and conveyors must be completely covered and, if necessary, completely enclosed to ensure that dust does not escape. Similarly, drop heights must be minimised to control the fall of materials and the impact that results.
- Adopt and implement good housekeeping measures (i.e. regular wet sweeping, cleaning, vacuuming etc.).
- Regularly clean hoardings, fencing, barriers and scaffolding using wet methods, where practicable, to prevent re-suspension of particulates.
- Seal cement, sand, fine aggregates and other fine powders after use and if necessary, store in enclosed or containers or silos. Where appropriate, keep materials damp to reduce the risk of drying out.
- Where necessary due to dust contamination, contractors should offer to have neighbours' property and cars cleaned at regular intervals when dust is known to have escaped the site.
- Ensure that all on-road vehicles comply with the Low Emission Zone (LEZ) and Ultra Low Emission Zone (ULEZ).
- All commercial road vehicles attending the site must meet European Emission Standards pursuant to the EC Directive 98/69/EC of Euro 4 for petrol vehicles and Euro 6 for diesel vehicles and Euro VI for all lorries and specialist heavy goods vehicles.

- Reuse and recycle waste materials to reduce dust and pollution.
- Do not allow any on-site bonfires/incineration/burning of waste materials.
- All site must make efforts to have sufficient mains electrical power to avoid the use of diesel/petrol generators.
- Ensure that all non-road mobile machinery (NRMM), such as generators, excavators, piling machines, comply with Stage IIIB of EU Directive 97/87/EC or the requirements of the NRMM LEZ (whichever is most stringent).

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 site will have designated hard standing loading and offloading areas. These areas will also serve as wheel wash areas for vehicles leaving the confines of the site. The main exit point will provide a paved area between the wheel wash and public highway which can be monitored and cleaned as required to prevent mud tracking onto the road.

The wheel-washing facility will have a controlled run-off feature meaning that dirty water run-off will not simply wash straight into public drains.

Question 33 above outlines a tranche of preventative measures to reduce dirt and dust spreading onto the public highway.

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

Noise and vibration monitoring will be carried out at designated locations around the site boundary. Noise monitoring will be carried out using a hand held Type 2 Sound level meter.

As a minimum, the following measures and practices must be implemented for monitoring noise, vibration and dust:

- A site target max noise level or 5dB above pre-construction ambient noise level will be set.
- Record and respond to all dust and air quality pollutant emission incidents and complaints. Records must be made available to the local authority when requested.
- All sites must visually monitor dust emissions and keep a log book of any incidents of dust release which are made available to the Council immediately upon request.
- Any noise monitoring that is required will be carried out by the developer and/or their appointed contractor. In some circumstances, the Council may carry out short-duration attended monitoring to confirm noise levels when this is deemed necessary.
- Where noise limits and monitoring are to be carried out, a noise (and, where necessary, vibration) monitoring protocol and specification must be agreed with the Council's Construction Management Team prior to works starting on site and the relevant details included in the Site Construction Management Plan and s61 Prior Consent application. It may only be necessary for monitoring to be carried out during the high impact phases of works. Monitoring data must be made available to the Construction Management Team on request.

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.

A risk assessment will be undertaken by the appointed contractor and this will be appended to any future versions of this Construction Management Plan.

A comprehensive risk assessment would be provided to Camden Council with the Construction Management Plan submitted with the discharge of condition application.

37. Please confirm that all of the GLA's 'highly recommended' measures from the SPG document relative to the level of risk identified in question 36 have been addressed by completing the GLA mitigation measures checklist.

It is confirmed that all of the GLA's 'highly recommended' measures from the SPG document relative to the level of risk identified in question 36 will be addressed by the contractor by completing the GLA mitigation measures checklist.

Full evidence to this effect will be provided to Camden Council with the Construction Management Plan submitted with the discharge of condition application.

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.

Owing to the relatively modest scale of the construction project the emission of significant amounts of dust is not expected to arise and accordingly it is not expected that this is a 'High Risk Site'.

Notwithstanding, two dust monitoring sensitive receptors will be installed adjacent to residents by external consultants who would set up automatic particulate monitors at the site boundary to measure representative PM10 Levels.

Fortnightly reports will be provided to the Council detailing any exceedances of the threshold and measures that are 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).

The existing building will be assessed for the presence of rodents prior to demolition. Should any rodent or vermin issues arise an external contractor will be appointed to deal with these.

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

An asbestos survey will be conducted before work starts onsite.

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.

As noted previously, the appointed contractor would be registered with the Considerate Constructor Scheme, enhanced to include CLOCS monitoring as required by Camden Council. A good neighbourly policy would be a requirement of any future contractor appointment.

Site specific inductions will focus on not only the on-site construction works but also the surrounding community. Operatives will be advised on how to behave on site and whilst interacting with the local area and its people. It will be made clear to all that they will be representing the site and therefore the appointed contractor. If staff or operatives were to be found or reported as having misbehaved whilst off of the site then it is a reflection on the contractor and they will be asked to leave the site and not to return.

Operatives will also be encouraged to engage the local community by using local public transport and amenities such as local cafes, shops, community gymnasiums etc.

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

From 1st September 2015

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

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

From 1st September 2020

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

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

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

a) Construction time period (mm/yy - mm/yy): (Not known at this early stage):

b) Is the development within the CAZ? : (N)

c) Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y/N): (Not known at this early stage):

d) Please provide evidence to demonstrate that all relevant machinery will be registered on the NRMM Register, including the site name under which it has been registered: Not known at this early stage):

e) Please confirm that an inventory of all NRMM will be kept on site and that all machinery will be regularly serviced and service logs kept on site for inspection: Not known at this early stage)

f) Please confirm that records will be kept on site which details proof of emission limits, including legible photographs of individual engine plates for all equipment, and that this documentation will be made available to local authority officers as required: Not known at this early stage)

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: ……06/02/20……..

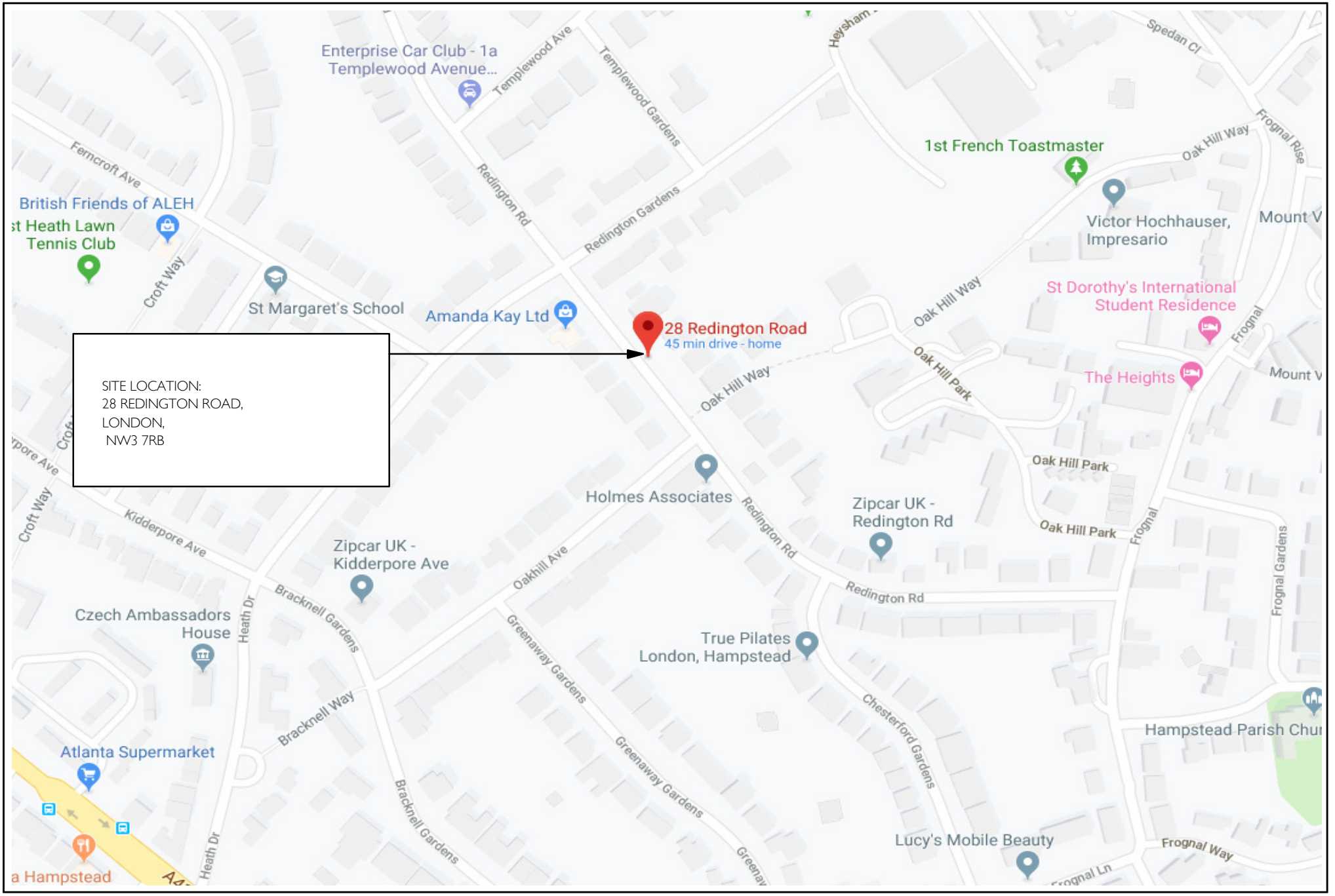
Print Name: ……Edward Faldo…….

Position: ……Principal Transport Planner……

Please submit to: planningobligations@camden.gov.uk

End of form.

FIGURES



Date: July-2019
Scale: NTS
Source: Google Maps
Drawing No: P2171CMP/01

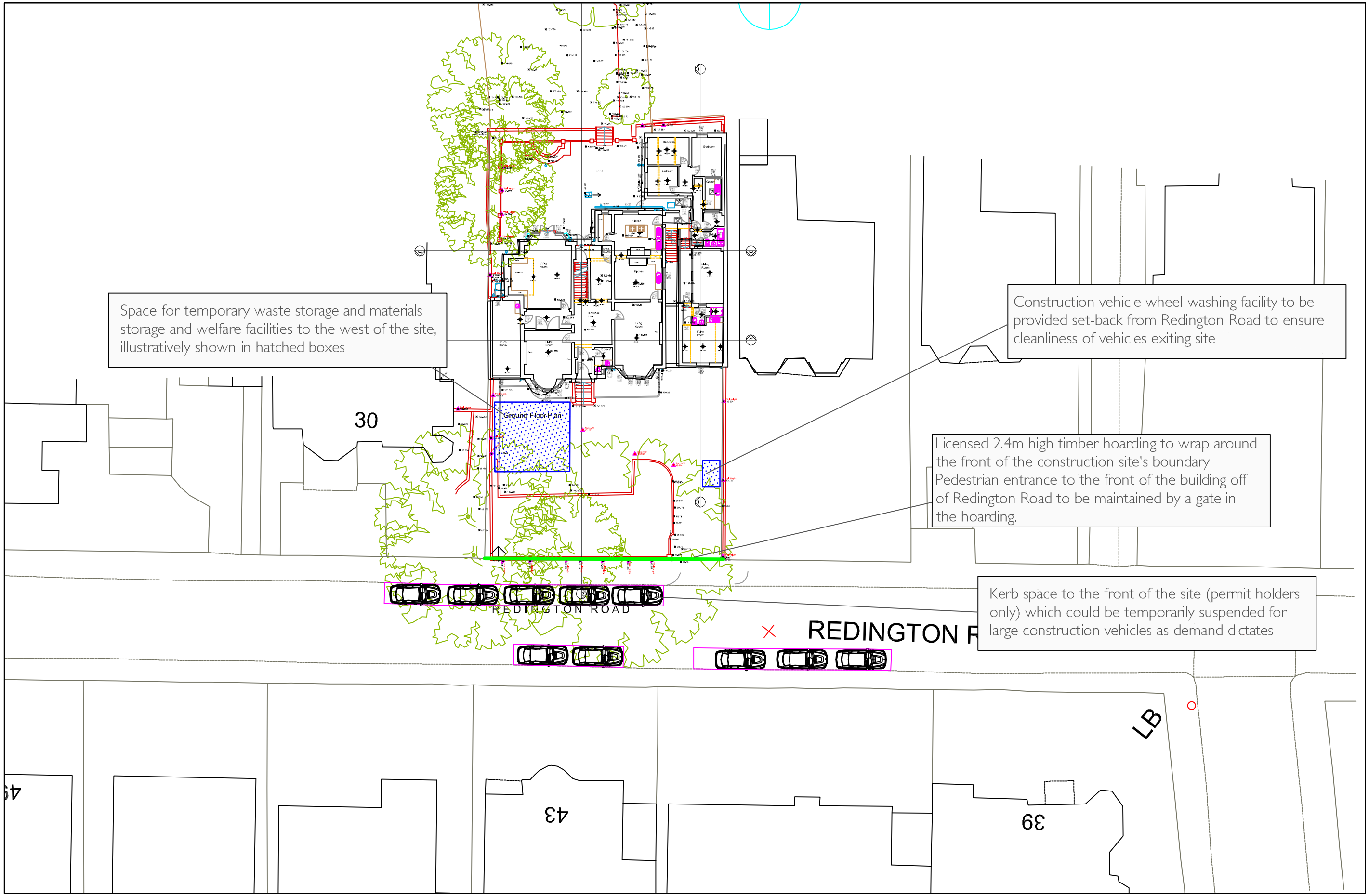
N

P2171: 28 REDINGTON ROAD, NW3 7RB

Figure 1.

Site Location

PAUL MEW ASSOCIATES
TRAFFIC CONSULTANTS

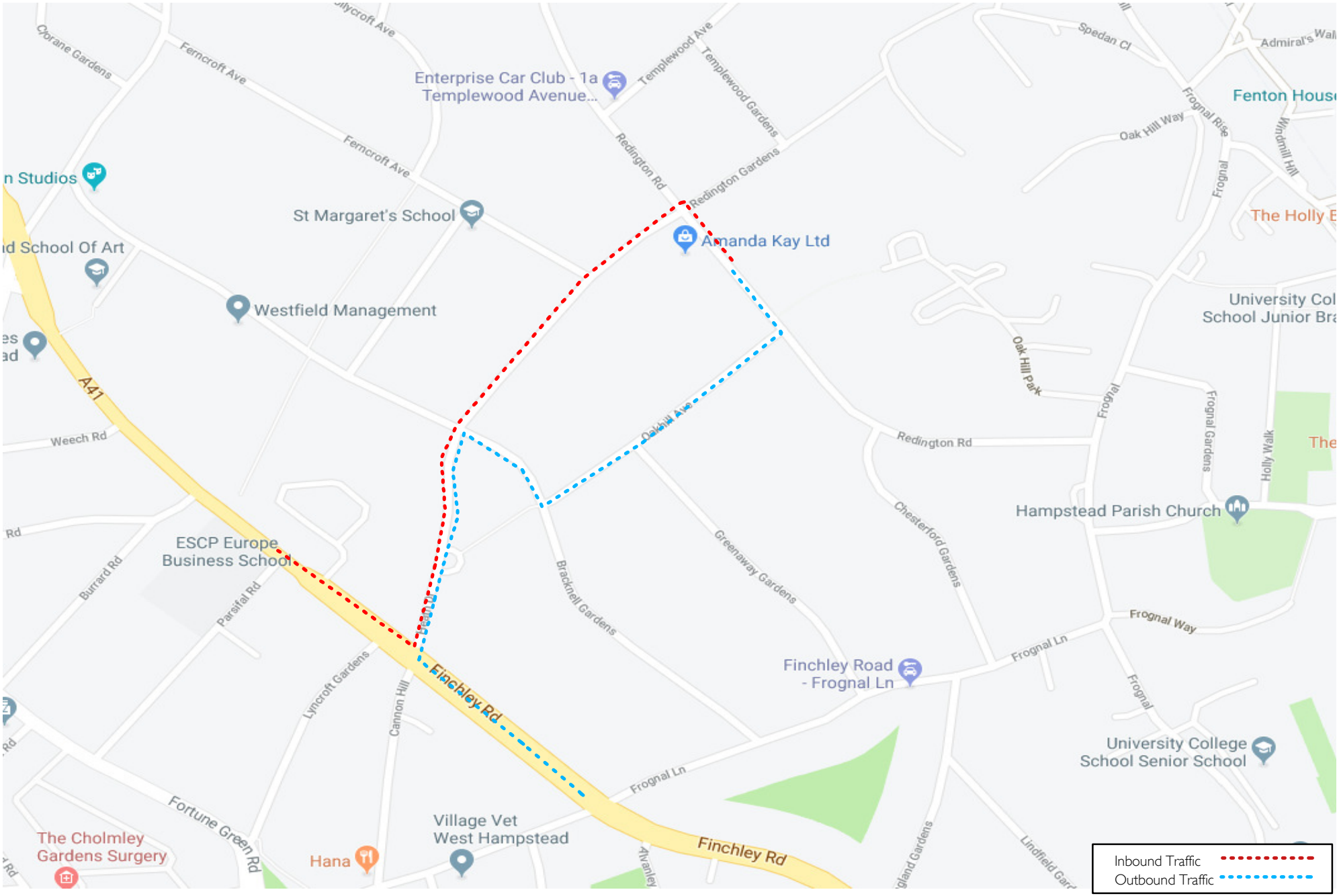


Date: July-2019
Scale: 1:350@A3
Source: Ordnance Survey
Drawing No. P2171/CLP/02

N

P2171 28 Redington Road
Figure 2.
Local Highway Network Layout & Preliminary Construction Plan

PAUL MEW ASSOCIATES
TRAFFIC CONSULTANTS
Plym House, 21 Enterprise Way, London SW18 1FZ
Tel: 0208 780 0426
E-mail: paul.mew@pma-traffic.co.uk Website: www.pma-traffic.co.uk



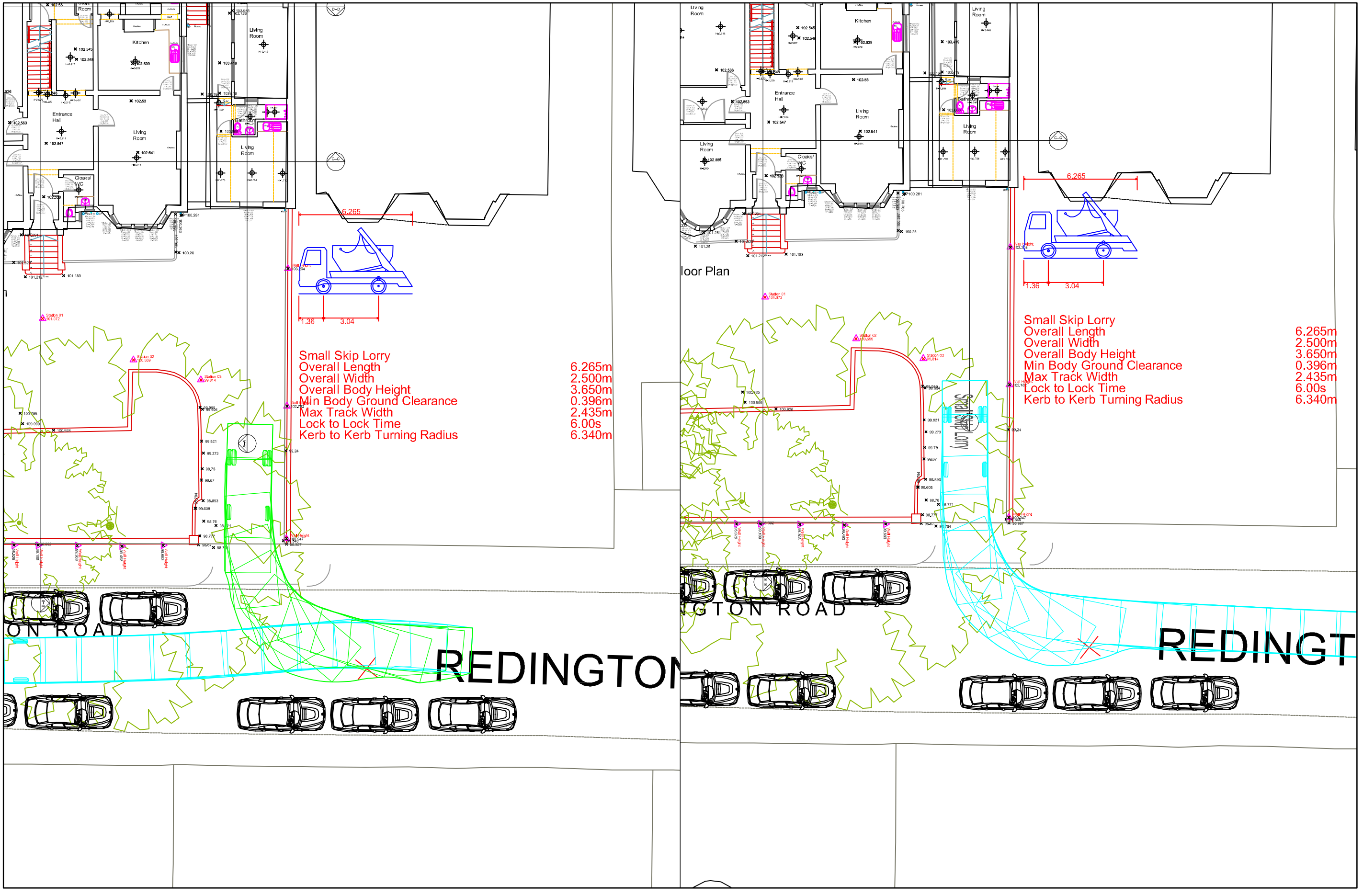
Date: july-2019
Scale: NTS
Source: Google Maps
Drawing No: P2171/CMP/03

P2171: 28 REDINGTON ROAD , NW3 7RB

Figure 3.

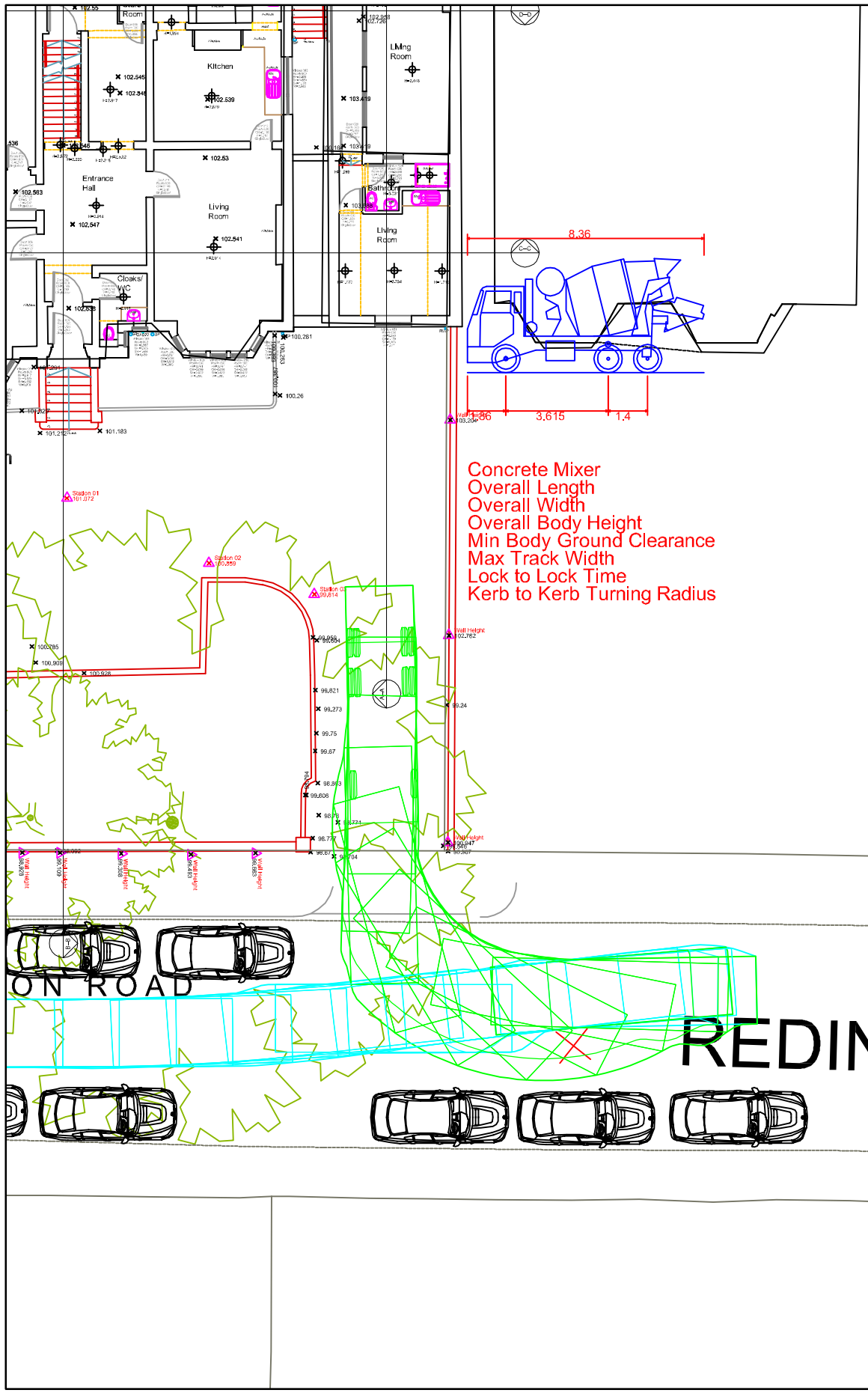
Construction Vehicle Routing Plan

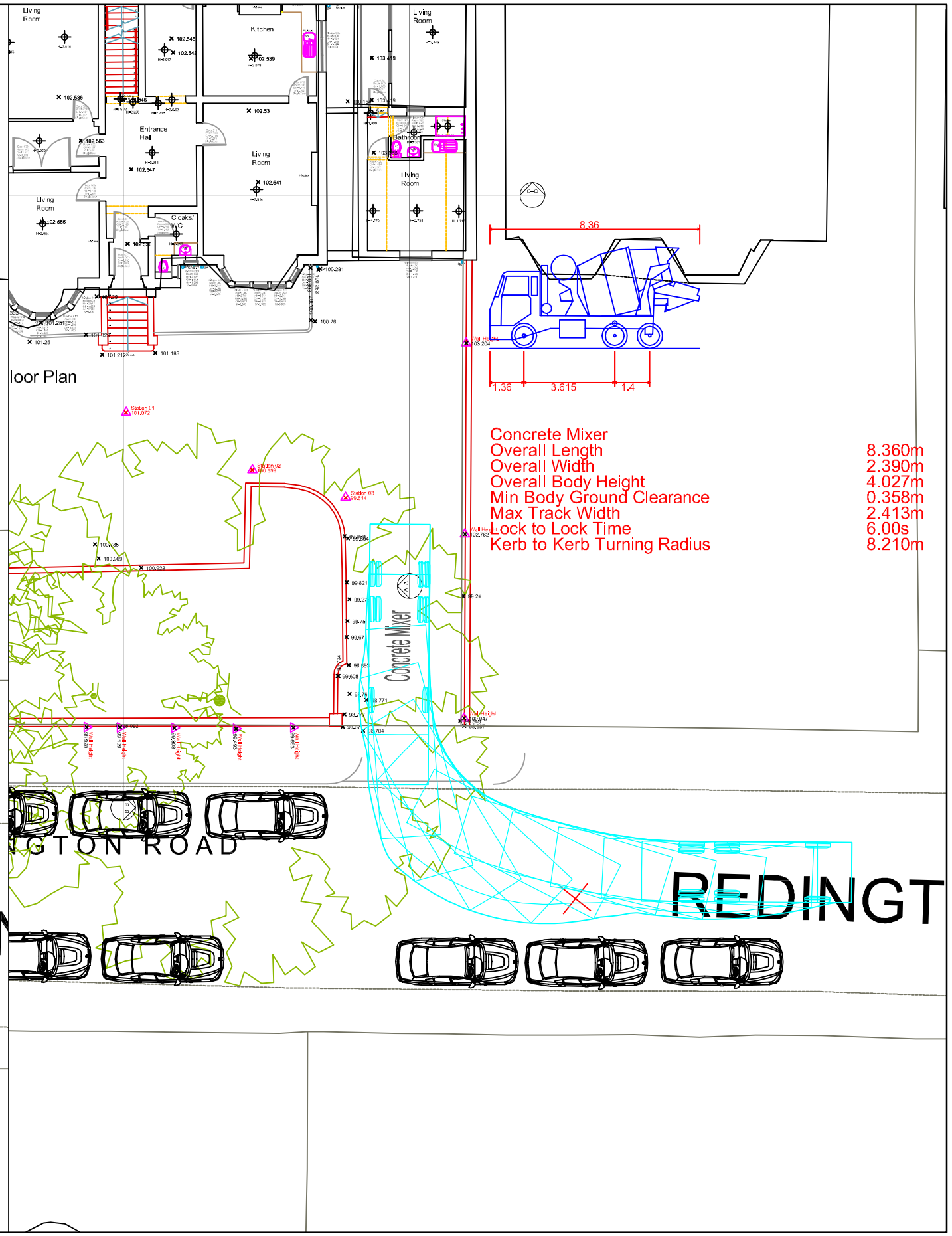
PAUL MEW ASSOCIATES
TRAFFIC CONSULTANTS



Date: July-2019 Scale: 1:200@A3 Source: Ordnance Survey Drawing No. P2171/CLP/04	N	P2171 28 Redington Road Figure 4. Swept Path Analysis- Skip Lorry entering and exiting the site

PAUL MEW ASSOCIATES
TRAFFIC CONSULTANTS
Plym House, 21 Enterprise Way, London SW18 1FZ
Tel: 0208 780 0426
E-mail: paul.mew@pma-traffic.co.uk Website: www.pma-traffic.co.uk



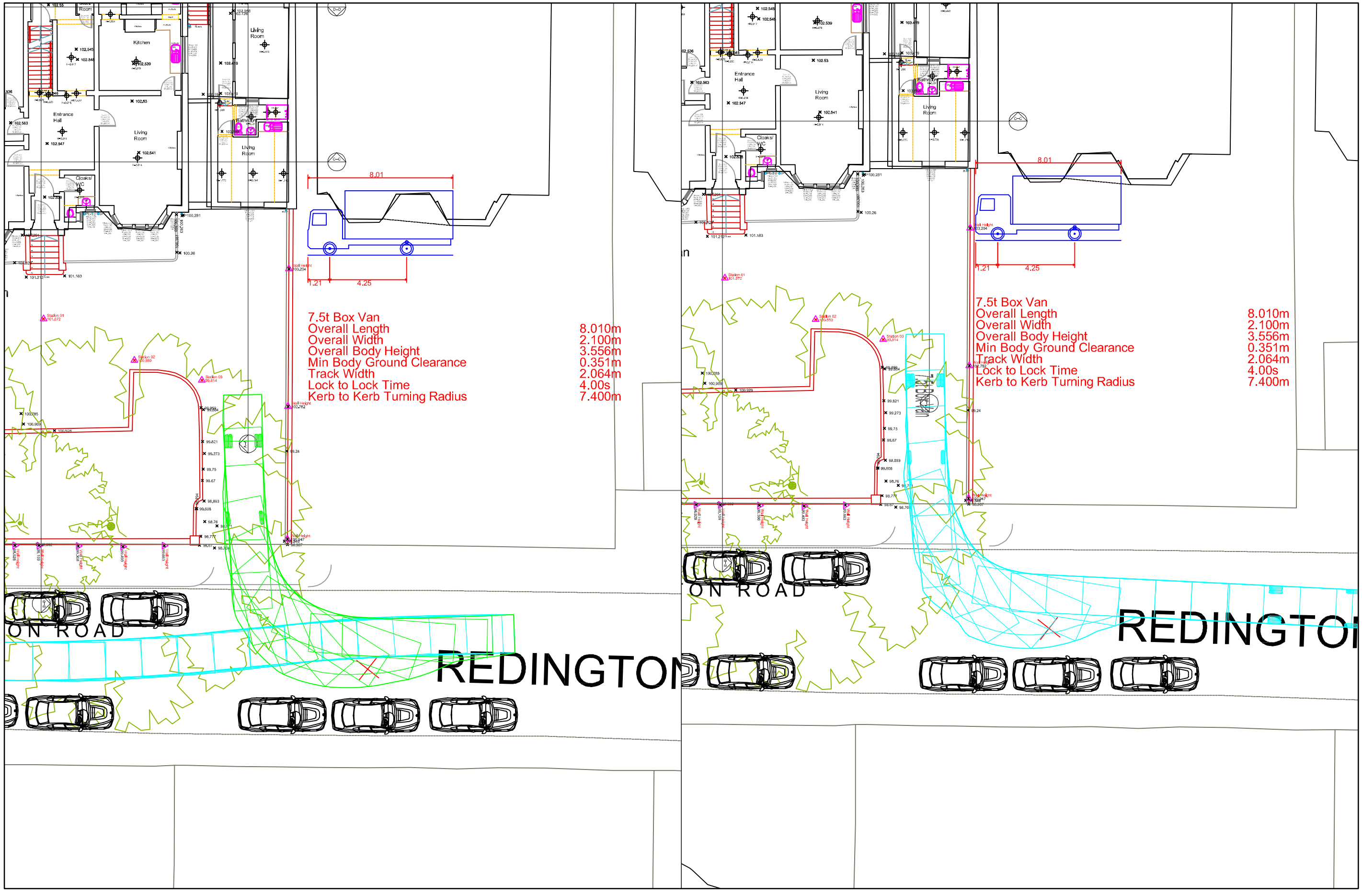


Date: July-2019
Scale: 1:200@A3
Source: Ordnance Survey
Drawing No. P2171/CLP/05

N

P2171 28 Redington Road
Figure 5.
Swept Path Analysis- Concrete Mixer entering and exiting the site

PAUL MEW ASSOCIATES
TRAFFIC CONSULTANTS
Plym House, 21 Enterprise Way, London SW18 1FZ
Tel: 0208 780 0426
E-mail: paul.mew@pma-traffic.co.uk Website: www.pma-traffic.co.uk



Date: July-2019 Scale: 1:200@A3 Source: Ordnance Survey Drawing No. P2171/CLP/06	N	P2171 28 Redington Road Figure 6. Swept Path Analysis- 7.5 tonne entering and exiting the site

PAUL MEW ASSOCIATES
TRAFFIC CONSULTANTS
Plym House, 21 Enterprise Way, London SW18 1FZ
Tel: 0208 780 0426
E-mail: paul.mew@pma-traffic.co.uk Website: www.pma-traffic.co.uk