Construction Management Plan

pro forma



Contents

Revisions	3
Introduction	4
Timeframe	6
<u>Contact</u>	7
<u>Site</u>	9
Community liaison	12
<u>Transport</u>	14
<u>Environment</u>	26
Agreement	31



Revisions & additional material

Please list all iterations here:

Date	Version	Produced by
09/12/2019	Rev A	Anna Thomson, ADL Planning Ltd.
18/12/2019	Rev B	Anna Thomson, ADL Planning Ltd.
09/02/2020	Rev C	Anna Thomson, ADL Planning Ltd.
03/04/2020	Rev D	Anna Thomson, ADL Planning Ltd.
09/04/2020	Rev E	Anna Thomson, ADL Planning Ltd.

Additional sheets

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

Date	Version	Produced by
09/12/19	Newsletter	ADL Planning
	Template –	
	Appendix A	
09/12/19	Dust risk	ADL Planning
	assessment -	
	Appendix B	
18/12/19	Programme of	Osel Architecture
	works –	
	Appendix C	
18/12/19	Asbestos	Archway Environmental Consultants
	Survey -	
	Appendix D	
09/02/2020	Completed	ADL Planning
	Neighbourhood	
	Consultation –	
	Appendix E	



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 <u>Construction Logistics and Community Safety</u> (**CLOCS**) Standard and the <u>Guide for Contractors Working in Camden.</u>

Camden charges a <u>fee</u> 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 "<u>Demolition Notice.</u>"

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

Planning Permission granted Appoint principal contractor Begin community liaison 1 **Submit draft CMP** INDICATIVE TIMEFRAME (MONTHS) Council response to draft Work can commence if draft CMP is approved Resubmission of CMP if first draft required further development Council response to second draft Work can commence if CMP is approved **Camden**

DEVELOPER ACTIONS

Contact

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

Address: 171-173 Gray's Inn Road, London, WC1X 8UE

Planning reference number to which the CMP applies: 2019/3274/P

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

Name: Anna Thomson

Address: 1 The Arbory, Plumpton Lane, Great Plumpton, PR4 3NH

Email: contact@adlplanning.co.uk

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.

Adica Limited

Craven House, 40-44 Uxbridge Road, London, W5 2BS

Rafal Osekowski

07958634886

adicaltd@gmail.com



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.

Adica Limited

Craven House, 40-44 Uxbridge Road, London, W5 2BS

Rafal Osekowski

07958634886

adicaltd@gmail.com

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.

Adica Limited

Craven House, 40-44 Uxbridge Road, London, W5 2BS

Rafal Osekowski

07958634886

adicaltd@gmail.com



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.

Site location plan attached - E18-024/SIT000 Rev A.

The site is a three-storey building in commercial use. There is a vehicular access to the rear of the site underneath no.169 Gray's Inn Road.

Consent has been granted for the redevelopment of the site to provide extensions at 1st, 3rd and 4th levels to increase the amount of commercial floorspace.

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 majority of the works are to the rear and roof of the building although the existing front windows will be refurbished and spray painted.

The site is located on a busy thoroughfare with limited access to the rear given it is surrounded by other buildings on all sides. Due to the ongoing Covid-19 sitautuon, all servicing of the site will take place from the rear although the access to this area is limited. Vehicle sizes will be adjusted to ensure access to the rear.

Scaffolding will be needed to the rear elevation to allow works to progress. Available space on site for the storage of materials is limited and as such the interior of the building will be used for the storage of materials wherever possible.

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).

Please see attached Appendix C – Programme of works.

Works planned to commence in April 2020 and be completed by September 2020 (6 months) although this schedule may be delayed due to the ongoing Covid-19 situation.

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 restriction of standard site working hours is accepted and Contractors, delivery companies and all known visitors will be provided with a verbal briefing and issued with a copy of the on-site restrictions and routeing requirements prior to formal engagement. Failure to adhere to these requirements may be considered a breach of contract and contracts terminated on this basis.



Community Liaison

A neighbourhood consultation process must have been undertaken <u>prior to submission of</u> 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 <u>specifically relating to construction impacts</u> 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.).

There are a number of buildings that surround the application site. The majority of these appear to be in residential use. The properties most likely to be impacted by the works are:

167-169 Gray's Inn Road

175 Gray's Inn Road

20 through to 24 Mecklenburgh Square

1-90 Trinty Court, Gray's Inn Road

The Dental Hospital is also being included on the list of potentially impacted properties although it is further along the street than the application site so unlikely to be significantly impacted by noise, vibration, traffic or dust. However, given its more vulnerable use, it is worth noting its location.

The construction works will be undertaken in a way to minimise the disruption to these neighbouring properties. Drawing APX/C2/C3 details how the site will be protected by lockable hoarding to the rear aspect, preventing erroneous ingress into the site and minimising the potential impact on neighbours and other road users.

The hoarding will contain all relevant signage and lighting as required by highway regulations and any forthcoming licence to ensure the safety of all other road users.

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.

All properties/units within the following buildings were notified by letter about the CMP and provided with access to a copy of the original draft document. Comments were invited and where possible, those comments included within the final document submitted to the Council.

- 167-169 Gray's Inn Road
- 175 Gray's Inn Road
- 20 through to 24 Mecklenburgh Square (inclusive)
- 1-90 Trinty Court, Gray's Inn Road
- Dental Hospital

The following local amenity group and Ward Councillors have also been contacted about the draft CMP and their comments sought.

- Councillor Abdul Hai
- Councillor Georgie Robertson
- Councillor Jonathan Simpson
- Calthorpe Street WC1 Residents Group

A copy of the letter sent to all parties listed above and the addresses the letters were sent to are enclosed in Appendix E. One neighbour responded to the letter to ask a question about the link to the document. No further comments have been received from any party.

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 intended that during the construction period, neighbours will be kept up to date with the progression of works. Just before the commencement of works and on a periodic basis throughout, it is proposed to prepare and circulate a newsletter detailing key upcoming elements at the site. Items that will be included are:

- a detailed programme of upcoming works
- key dates such as commencement and completion of individual phases
- times and durations of activities that may impact on the neighbours.

Contact details will be included with the newsletter so that anyone with concerns can contact the site to discuss how to mitigate any potential problems.

An example of the newsletter is provided in Appendix A.

13. Schemes

Please provide details of your Considerate Constructors Scheme (CCS) registration. Please note that Camden requires <u>enhanced CCS registration</u> 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 <u>Guide for Contractors Working in Camden</u>. Please confirm that you have read and understood this, and that you agree to abide by it.

CCS Registration: Company ID - C02834

CCS Site Registration: C02834

The Main Contractor has reviewed the 'Guide for Contractors Working in Camden' and will comply with the requirement set out within.

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.



Drawing ADL/171GIR/ED/01 highlights all extant planning permissions in the local area of the site.

Of the sites illustrated on the accompany plan, it is only anticipated that the sites at the following addresses may be of concern to the development proposal at 171-173 Gray's Inn Road:

Dental Hospital (site 15 on ED/01) - 2019/2879/P

Panther House (site 16 on ED/01) - 2019/4478/P

The remainder of the sites, although many are located on Gray's Inn Road itself are small-scale works that are unlikely to generate significant vehicles movements. As our development is also relatively small-scale, it is not anticipated that our works will result in any significant increase in vehicle movements in the local area that would give rise to particular concern.

The community liaison representative will work with these sites, where needed, to ensure that the cumulative impact of the construction traffic is minimised.

Ongoing liaison between any identified, and possible additional sites that may come forward during the course of the application process, will take place. The Main Contractor will ensure that disruption is kept to a minimum with all possible coordination between sites taking place.

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:

Adica Limited

Craven House, 40-44 Uxbridge Road, London, W5 2BS

adicaltd@gmail.com

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 <u>CLOCS Overview document</u> and <u>Q18 example response</u>).

To ensure that the site is compliant to the CLOCS Standard throughout the construction period, the Principle Contractor has committed to undertake the following activities:

To make it a contractual requirement for all contractors and subcontractors who will undertake construction vehicle movements to have:

- FORS Bronze accreditation as a minimum. FORS Silver or Gold operators will be appointed where possible.
- Where FORS Bronze operators are appointed, written assurance will be sought from contractors that all vehicles over 3.5t are equipped with additional safety equipment, and that all drivers servicing the site will have undertaken approved additional training (eg. SUD, e-learning, Van Smart, on-cycle training etc).
- Checks of FORS ID numbers will form part of the standard site checks and will be carried out as per an appropriate risk scale.
- Random spot checks will be carried out by site staff on vehicles and drivers servicing
 the site at a frequency based on the aforementioned risk scale. Results from these
 checks will be logged and retained, and, if appropriate, enforced upon accordingly.
- Collision reporting data will be requested from operators and acted upon where necessary.
- 17. Please confirm that you as the client/developer and your principal contractor have read and understood the CLOCS Standard and included it in your contracts.

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

This is confirmed by Rafal Osekowski on behalf of Adica Ltd.



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.

Please see ADL/171GIR/RP01 Rev B.

As Gray's Inn Road is a major A-road, vehicles will travel along this road from the south to approach the site. Vehicles will pull left out of the running lane of traffic and wait on the yellow line outside the site. A Traffic Marshall will then assist the vehicle, when it is safe to do, to reverse into the undercroft and into the designated loading area (illustrated on ADL/171GIR/APX/B Rev B).

Upon exiting the site, the vehicles will turn onto Gray's Inn Road in forwards gear before pulling out onto the road and exiting the borough via the A-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.



Contractors, delivery companies and all known visitors will be provided with a verbal briefing and issued with a copy of the on-site restrictions and routeing requirements prior to formal engagement. Failure to adhere to the details of this document may be considered a breach of contract and contracts terminated on this basis.

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



Deliveries and collections will be restricted to between 9.30am and 4:30pm on weekdays and 8am and 1pm on Saturdays. As the application site is located on a major approach route to King's Cross, these reduced delivery hours to avoid peak traffic times are considered necessary to ensure the free-flow of other vehicular traffic.

The type and method of deliveries will be undertaken by the following:

Steelwork and other construction materials – Flatbed vehicle

Due to the undercroft, delivery vehicles to the rear of the site are limited by the available height. All delivery vehicles will be carefully selected in order that they can fit through the undercroft area. For the purposes of this document, those vehicles are likely to be restricted to Narrow-Bodied Vehicles with a length of 5.5m, width of 2m and a height of 2.2m (typically a Nissan CabStar type vehicle).

Deliveries of materials will take place throughout the Works Programme. The vehicles will have an estimated off-loading time of approximately 30 minutes for each vehicle. Vehicle engines will be turned off during dwell/discharge time to help with reduction of noise disturbance.

These vehicles will park in the designated loading/unloading through the undercroft as illustrated in ADL/171GIR/APX/B Rev B. As soon as the materials have been off-loaded, the vehicle will depart the site.

When setting up the site, there will be 3 deliveries a day bringing the scaffolding and hoarding required to secure the rear part of the site. The site set up will take approximately 1 week.

For the remainder of the works, there will be 10 deliveries of materials a week.

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



The response to Q14 details the sites that are near to the application site. These are shown in drawing APX/171GIR/ED/01.

Of the sites listed in Q14, it is only anticipated that the current applications at the Dental Hospital and Panther House have the potential to give rise to any significant concern. However, both of these applications are currently pending and are yet to be determined. Given the scale of the works involved, it is highly likely that they will have a lengthy decision period with a number of pre-commencement conditions attached should permission be forthcoming. As such, it is likely that the works at 171-173 Gray's Inn Road will have been completed before the works commence at the above sites. If the works do overlap, given the relatively small-scale development at 171-173 Gray's Inn Road and the width of the road allowing free passage for all passing vehicles, it is not anticipated that current arrangement of servicing the site from the rear will give rise to any congestion arising from the construction vehicles accessing the Dental Hospital or Panther House.

The draft CMP for Panther House advocates servicing the site from within the site or from the rear so there will be minimal traffic on Gray's Inn Road although vehicles will arrive and leave the site via this major road.

The draft CMP for the Dental Hospital will also use Gray's Inn Road for vehicles to access the site although they two will have two points of access for their delivery vehicles.

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

There are no particularly constrained manoeuvres along the route as all vehicles can approach and exit on the A5200. ADL/171GIR/TR/02 Rev B illustrates the delivery vehicle reversing into and pulling out of the designated loading area to the rear of the site. As is illustrated, there is plenty of space along the existing yellow lines for vehicles to wait until there is a break in the traffic in order to reverse into the site. The reversing manoeuvres will be undertaken with the supervision of suitably qualified Traffic Marshalls.

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.



The delivery needs of the site are not significant and therefore it is not anticipated that any vehicles will need to be held.

In addition, the site supply chain will adhere to the following rules to ensure that only one vehicle is ever present at the site at one time:

- All deliveries shall be pre-booked and allocated set arrival times.
- Delivery instructions shall be sent to all suppliers and contractors including the maximum dwell times specified above.
- Suppliers shall call the site before their vehicle arrives at site to confirm that the
 loading area is available. If the loading area is unavailable construction vehicles shall
 not proceed to the site and will await confirmation from the site when it is clear to do
 so.
- The loading/unloading areas shall be clear of vehicles and materials before the next vehicle arrives.
- Contractors' private vehicles shall not park in any suspended parking bays.
- The engines of contractors' vehicles shall not be kept idling.

Non-compliance with the above standards will be discussed with the supply chain and consideration will be given to termination of contracts if the above requirements are not complied with.

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.

Given the location of the site, delivery by water and rail is not appropriate.

To reduce the number of vehicles visiting the site, any waste materials will be removed on vehicles that have delivered materials where possible.

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 Applicant and the Contractor understand the potential disruption caused by construction traffic and wish to minimise the impact of this development on the neighbours and the surrounding area.

There are a number of additional steps, beyond the other mitigating actions already proposed in the CMP that they will implement to reduce this impact:

- All vehicle's will switch off their engines whilst waiting at the site unless they are required for operation. This reduces both the potential for noise and pollution impacts.
- All vehicles will be kept to a minimum size where practical. This decision will be balanced against increasing the number of required trips by using vehicles that are too small.
- Where possible, deliveries will be combined and where possible, larger orders of materials will be made and stored within the building and designated storage areas to reduce the number of trips required.

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.

Vehicles will load from the shared undercroft access and will not access the site directly.

Vehicles will be reversing into the undercroft area which will be undertaken with the full supervision of Traffic Marshalls to ensure no disruption to pedestrians, cyclists and other road users. The reversing manoeuvre is shown on ADL/TRO2 Rev B.



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.

Vehicles will reverse into the undercroft as shown in ADL/TR02 Rev B. Traffic Marshalls shall be stationed behind the vehicle to assist and to ensure that pedestrians are given priority across the opening.

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.

Please see ADL/TR02 Rev B.

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.

N/A – vehicles will not enter the site and will load from the paved undercroft area.

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

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

a. please provide details of the parking and loading arrangements for construction vehicles with regard to servicing and deliveries associated with the site (e.g. delivery of materials and plant, removal of excavated material). This is required as a scaled site plan, showing all points of access and where materials, skips and plant will be stored, and how vehicles will access and egress the site. If this is attached, use the following space to reference its location in the appendices. Please outline in question 24 if any parking bay suspensions will be required.



Please see ADL/171GIR/APX/B Rev B for the site set up. This illustrates the designated loading/unloading area directly outside the site within the undercroft.

The loading area will be 2.6m wide, giving plenty of space to unload the vehicle into the site. It may be that other vehicles cannot get past the loading area within this private undercroft. Drivers will remain with their vehicles at all times and will move the delivery vehicle to allow others to access the area if needed.

The location of the pedestrian crossing to the south of the site has been carefully considered. It is not thought that sites loading area and the reversing of vehicles into the undercroft will cause an obstruction to the safe use of the pedestrian crossing given the distance between the two elements.

Drawing ADL/171GIR/TR/02 Rev B shows the vehicles pulling onto the yellow line and reversing into the undercroft. This can be done with ease given the space available along the existing yellow lines. The movements of the vehicles will be assisted by suitably qualified (Lantra or similar) Traffic Marshalls as required. Advance warning signs will also be placed upon the approach to the site from both sides notifying of construction activity.

Loading will be done from the designated area. Materials will be transported into the site immediately, under the supervision of suitably qualified (Lantra or similar) Traffic Marshalls, to their designated storage area within the building or within the rear yard area. Access doors through the hoarding have been provided to make these movements seamless.

b. Where necessary, Traffic Marshalls must ensure the safe passage of pedestrians, cyclists and motor traffic in the street when vehicles are being loaded or unloaded. Please provide detail of the way in which marshals will assist with this process, if this differs from detail provided in Q20 b.

Traffic Marshalls will be positioned at both ends of the delivery vehicle to help ensure the safe passage of pedestrians, cyclists and other vehicles when the delivery vehicles are reversing into the undercroft.

When the delivery vehicle is pulling into and out of the designated loading area, the Traffic Marshalls will be another pair of eyes to ensure that the vehicles only reverse and pull out when safe to do so.

All materials delivery will be done within the confines of the undercroft so no pedestrians will be inconvenienced by these movements.



Street Works

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

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

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

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

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

22. Site set-up

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

Please see ADL/171GIR/APX/B Rev B which shows the site set up.

There is a bus stop to the north of the application site but the designated loading area, within the rear undercroft will avoid any conflict with the bus stop and the pedestrian crossing to the south. As is shown in TR/02 Rev B, there is plenty of space for delivery vehicles to access and exit from the loading area whilst avoiding these two areas.

The site set up shows the required scaffolding within the rear yard, the associated hoarding to protect the site, the site entrance at the rear, and the area dedicated to welfare facilities to the rear (if not provided within the building).

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 <u>Temporary Traffic Order (TTO)</u> 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 <u>here.</u>

No parking bay suspensions will be needed as the site will be serviced from within the undercroft as requested by the Council in response to the Covid-19 situation.

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.

There will be no occupation of the public highway for storage, scaffolding, hoarding, site accommodation or welfare facilities.

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.

No street furniture needs to be removed to allow works 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.

No diversions are required.



26. Scaffolding, hoarding, and associated pedestrian diversions

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

Any work above ground floor level may require a covered walkway adjacent to the site. A licence must be obtained for scaffolding and gantries. The adjoining public highway must be kept clean and free from obstructions, and hoarding should not restrict access to adjoining properties, including fire escape routes. Lighting and signage should be used on temporary structures/skips/hoardings etc.

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

a. Where applicable, please provide details of any hoarding and/or scaffolding that intrudes onto the public highway, describing how pedestrian safety will be maintained through the diversion, including any proposed alternative routes. Please provide detailed, scale drawings that show hoarding lines, gantries, crane locations, scaffolding, pedestrian routes, parking bay suspensions, remaining road width for vehicle movements, temporary vehicular accesses, ramps, barriers, signage, lighting etc. If these are attached, use the following space to reference their location in the appendices.

Please see ADL/171GIR/APX/B Rev B which details the scaffolding to be erected to the rear of the site within the yard.

The rear of the site will be surrounded by a timber hoarding to ensure security within the area.

The hoarding will be of timber construction and will have high visibility strips at the corners and edges, and be lit at night time.

As this area is privately owned it is not anticipated that any licences from the Council will be required.

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

N/A	٩
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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.

No alterations to the services will arise as a result of this development.

Environment

To answer these sections please refer to the relevant sections of **Camden's Minimum Requirements for Building Construction (CMRBC)**.

28. Please list all <u>noisy operations</u> and the construction method used, and provide details of the times that each of these are due to be carried out.

The construction methodology will aim to keep all noise to a minimum. All machinery will be the quietest available to the contractor and will be fitted with effective exhaust silencers.

The Best Practicable Means (BPM), as defined in Section 72 of the Control of Pollution Act 1974, shall be employed at all times to reduce noise (including vibration) to a minimum, with reference to the general principles contained in British Standard BS5228: 2009 'Noise and Vibration Control on Construction and Open Sites'.

Noisy activities:

- Lift removal
- Breaking out of the lift motor room

These noisy works will only take place between the hours of:

10am – 5pm Monday to Friday

However, where possible these works will take place towards the middle of these periods.

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 assessment survey was carried out on 15th August 2019 for inclusion with the formal planning application. This set the background noise levels for the site.

Noise levels from construction during the working day will be monitored against indicative 75dB action level and in line with the recommended levels in BS 5228-1: 2009 Annex E for a residential area.

Noise levels will be monitored during construction as follows:

- Noise and Vibration monitoring will be carried out regularly, as well as in response to requests/complaints or any new activities that have the potential to generate significant noise.
- Checks will be made on method statements to ensure that the best practice described in the standards is being applied in the method and site activities.

Noise attenuation screening will be used if deemed appropriate. Any mobile screens shall have sufficient mass so as to be able to resist the passage of sound across the barrier and to be free of significant holes or gaps between or under any acoustic panels or board materials as far as reasonably practical. However, due to the nature of the works no noise attenuation screening is currently felt to be required. Occupiers in the vicinity who may be affected by noise from these works shall be notified of the nature of the works, a contact name, telephone number (including that to be used outside normal working hours), and address to which any enquiries should be directed. Such notification shall take place, where possible within 2 weeks but, in any event, at least a week prior to the works commencing.

30. Please provide predictions for <u>noise</u> and vibration levels throughout the proposed works.

It is not anticipated that noise levels will exceed indicative 75dB action level and in line with the recommended levels in BS 5228-1: 2009 Annex E for a residential area. Monitoring will be undertaken to ensure compliance with this recommendation.

Where the measured noise levels are more than 3 dB (A) above the maximum indicative 75dB action level or in the event of a complaint of noise an investigation shall be carried out to ascertain the cause of the exceedance or the complaint and to check that Best Practicable Means are being used to control the noise. Noise levels shall be reduced further if it is reasonably practicable to do so.

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 recommendations made in BS 5228-1: 2009 "Code of Practice for Noise and Vibration control on Construction and Open Sites" will be specified for adoption by the contractor, and its sub-contractors. Vibration levels shall be compared with the criteria in BS 5228: 2009 part 2 (i.e. 1mms¹⁻ PPV for potential disturbance in residential areas)

The following methods of mitigation will take place:

- All hand operated tools and equipment shall be effectively silenced and will bear the manufacturers guaranteed maximum sound level generated.
- Machines in intermittent use will be shut down in the intervening periods between works or throttled down to a minimum.
- The hoarding erected to the rear of the site will also help to reduce noise transmission.
- All plant and machinery will be fitted with silencers and where hydraulic hammers are used they will be fitted with bafflers as per 855228-1: 2009.
- Sound reduced compressors will be used and/or fitted within acoustic enclosures where necessary.
- The use of and noise from, percussive tools with be limited as far as reasonably possible.
- The compressors will be positioned to reduce noise transfer to neighbouring properties.
- Pneumatic tools will be fitted with silencers or mufflers.
- Electrically powered tools will be used where possible.
- No personal audio equipment will be allowed on site e.g. radio.
- Visual assessments on dust levels will be taken on a daily basis by the works manager and recorded in the site diary.
- Should noise/vibration/dust complaints arise from the building construction/building
 works, these complaints must be recorded in a complaint's register and made available
 to the Local Authority, if requested. The complaint register shall provide information on
 day, time, details of complaint, details of monitoring carried out and any additional
 mitigation works.

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

All senior staff employed by Adica Ltd. will be trained and be familiar with the BS 5228:2009 Code of Practice and will take all necessary steps to ensure that the works are conducted in accordance with the requirements.

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



Dust prevention is included in the method statements for all activities where dust is a risk. The method statements are reviewed on site to ensure they are effective.

The following specific actions are to be undertaken to mitigate the potential dust issues:

- Use of dust sheeting where required
- Water spray to suppress dust
- All stockpiles of materials (including waste) shall be covered when not in use to prevent them being blown from the area
- Removal of waste as soon as possible
- · Well managed and maintained site
- Dust extractors or water spray to be used for cutters and saws
- Prefabricated and pre-cut materials used where possible
- Regular inspections by senior staff to embed and ensure good practice.
- 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.

It is not anticipated that significant amounts of dirt or dust will be generated by the development given the nature of the works. However, the Applicant is committed to ensuring that the site, and its surrounds are kept clean and tidy.

A clean-up, removing all debris and visible litter, will be undertaken at regular intervals throughout the day and at the end of day in order to ensure the outside of the site and highway remain in good order.

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

The arrangements for monitoring are given in questions 29 and 30 above.

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.



Please see Appendix B.

The final risk ratings of the 4 phases by risk type is below:

	Demolition	Earthworks	Construction	Trackout
Dust	Low	N/A	Low	Low
Health	Negligible	N/A	Negligible	Negligible
Ecological	Negligible	N/A	Negligible	Negligible

The mitigating actions recommended by the policy are detailed above in sections demonstrating how dust and vibration will be managed on site.

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

The site will implement the appropriate mitigating factors for the established risk level of the site. These measures are set in the sections above and are compliant with the GLA Policy.

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.

The site is not high or medium risk, so this is not applicable.

39. Please provide details about how rodents, including <u>rats</u>, 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).



As the works are the refurbishment and addition to an existing building at roof level, the risk of rodent issues is minimal.

As works commence this situation will continue to be reviewed and control measures will be implemented if required.

Control measures, if needed, would include:

- Capping of drainage systems will be carried out where appropriate to isolate old redundant sewers /drains.
- Redundant drains and sewers will be grubbed out and the connection with the sewer effectively sealed.
- Live sewer connections will be appropriately sealed and capped while construction works are in progress to prevent rat egress from the sewers.
- To prevent rat egress from live drains and sewers to new systems, the live systems will be temporarily sealed off with expanding drainage stoppers until connection to new drainage is completed.
- Pest monitoring and baiting programmes will be, including a proactive surface
 monitoring baiting programme during the demolition / construction process. Exposure
 of construction staff to risks associated with a rodent infestation may contravene the
 Health and Safety at Work Act 1974.
- Sewers and drains will be cleared of any remaining building debris.
- While carrying out the connection of new drains to the existing system, any exposed drain shall not be left overnight without capping with a drain stopper to prevent any rodents using the drain runs.
- Contractors will ensure that the construction site is kept as clear and tidy as possible.

 Accumulations of surplus or damaged building materials can act as harbourage for pests and should be removed and disposed of promptly and safely.
- Construction staff will not leave food debris on site as this will encourage pests to become established.
- 40. Please confirm when an asbestos survey was carried out at the site and include the key findings.

This is confirmed and a copy of the report is provided in Appendix D.

Summary of key findings:

No sampled/suspect identifiable Asbestos has been found on the premises.

41. Complaints often arise from the conduct of builders in an area. Please confirm steps being taken to minimise this e.g. provision of a suitable smoking area, tackling bad language and unnecessary shouting.



The site will implement effective rules which will combat antisocial behaviour.

Operatives will not be allowed to loiter around the perimeter of the site during breaktimes. There will be designated smoking areas and waste will be removed daily.

All scaffolds will be sheeted and regularly maintained and any vantage points will be shielded to prevent overlooking into neighbouring properties. Our site rules will clearly establish the code of conduct expected from site operatives and we operate a yellow and red card system for rigorously implementing the code.

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 1_{st} 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:



We will not use machinery on site that falls within this power range.

- a) Construction time period (mm/yy mm/yy): Anticipated start date: April 2020. The build time is expected to be 6 months.
- b) Is the development within the CAZ? (Y/N): Yes
- c) Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y/N): N/A
- 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: N/A
- 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: N/A
- 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: N/A

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.





Location 1. Parking at Site. Reversing.

Location 1. Leaving Site.

A3 ORIGINAL NOT FOR CONSTRUCTION

Notes: Key: Route to site from Grays Inn Road Route from site to Grays Inn Road Cabstar Overall Length Overall Width Overall Body Height Min Body Ground Clearance Max Track Width Lock to Lock Time Kerb to Kerb Turning Radius 4.810m

ADL Planning Ltd

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Client

ADL HIGHWAYS

171 - 173 GRAYS INN ROAD

Title

Vehicle Swept Path Analysis Cabstar Dropside (5.4m) Tracking to and from site.

APRIL 2020

rev

Scale

TR_02.dwg

ADL/171GIR/TR/02

description

В

date

5.472m

1.900m

2.210m

0.885m

2.265m

6.00s







