

# Construction/ Demolition Management Plan

pro forma

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# Revisions & additional material

Please list all iterations here:

Date	Version	Produced by
06-03-2020	1	Fabio Barsanti

## Additional sheets

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

Date	Version	Produced by

# Introduction

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

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

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

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

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

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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](#)."

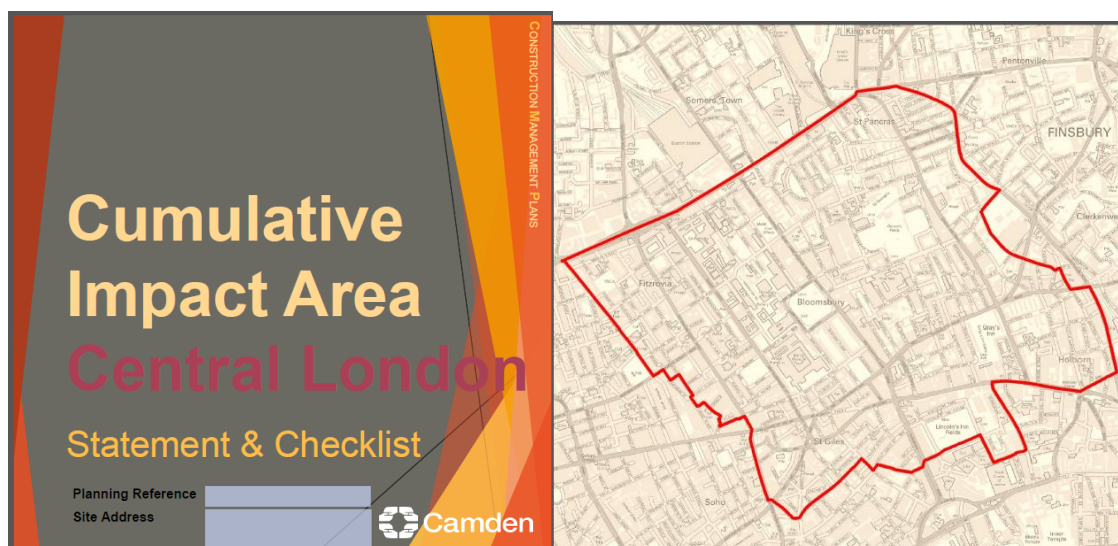
Please complete the questions below with additional sheets, drawings and plans as required. The boxes will expand to accommodate the information provided, so please provide as much information as is necessary. It is preferable if this document, and all additional documents, are completed electronically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

**IMPORTANT NOTICE:** If your site falls within a Cumulative Impact Area (as of 03/02/2020 to 03/08/2020 there is only one established CIA for the Central London area) you are required to complete the CIA Checklist and circulate as an appendix to the CMP and included as part of any public consultation – a CMP submission will not be accepted until evidence of this has been supplied.

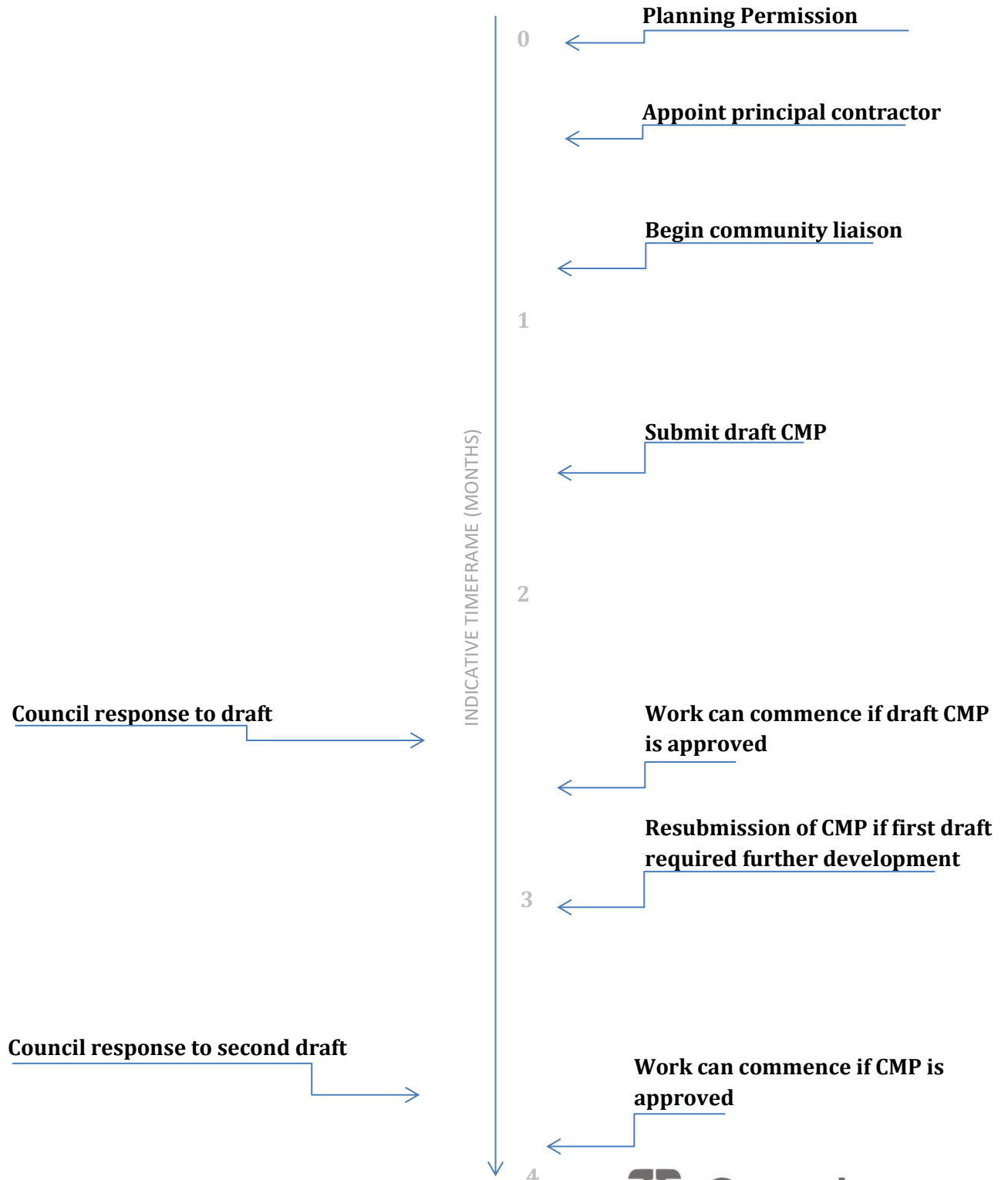
The CIA Checklist can be found at <https://www.camden.gov.uk/about-construction-management-plans#sumf>



# Timeframe

## COUNCIL ACTIONS

## DEVELOPER ACTIONS



# Contact

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

Address: [1 Ely Place, London EC1N 6RY](#)

Planning reference number to which the CMP applies: 2019/4386/P

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

Name: Fabio Barsanti

Address: No1 Croydon 12-16 Addiscombe Road Croydon, CR0 0XT

Email: [f.barsanti@collins-construction.com](mailto:f.barsanti@collins-construction.com)

Phone: 0208 681 4500

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: Fabio Barsanti

Address: No1 Croydon 12-16 Addiscombe Road, Croydon, CR0 0XT

Email: [f.barsanti@collins-construction.com](mailto:f.barsanti@collins-construction.com)

Phone: 0208 681 4500

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: David Christie

Address: No1 Croydon 12-16 Addiscombe Road, Croydon, CR0 0XT

Email: [d.christie@collins-construction.com](mailto:d.christie@collins-construction.com)

Phone: 0208 681 4500

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: Neal Kavanagh

Address: No1 Croydon 12-16 Addiscombe Road, Croydon, CR0 0XT

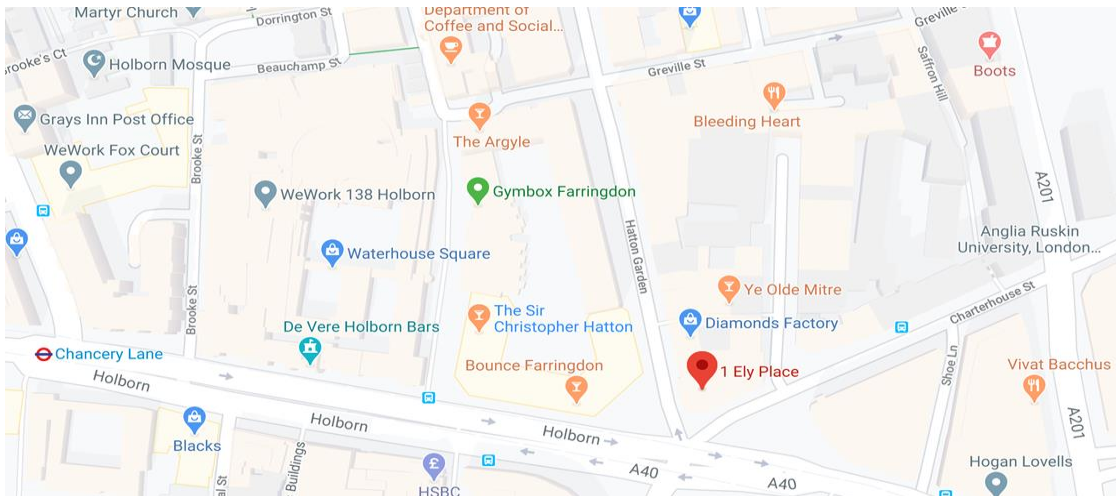
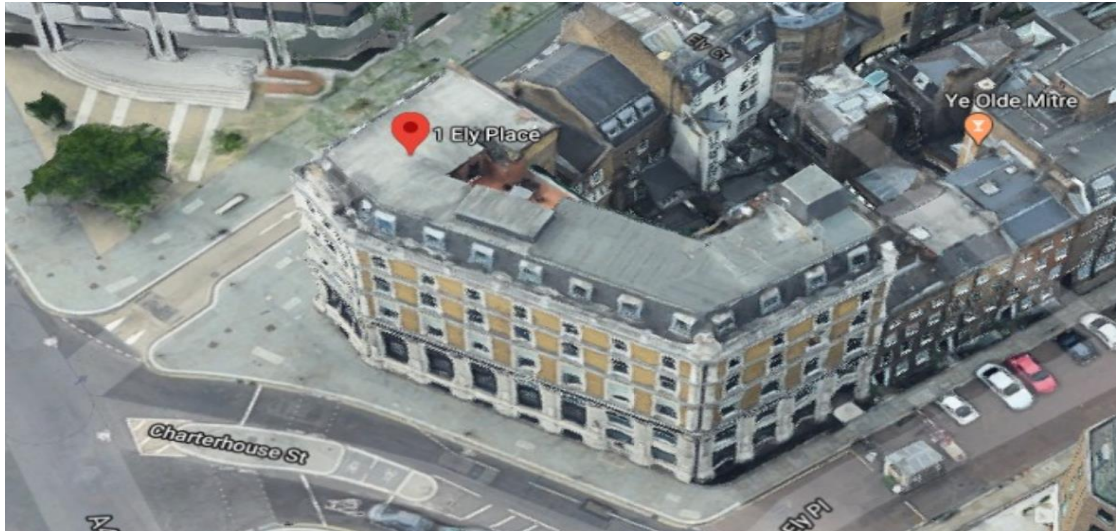
Email: [n.kavanagh@collins-construction.com](mailto:n.kavanagh@collins-construction.com)

Phone: 0208 681 4500



# 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.



The site is on the corner of Hatton Garden, Charterhouse Street and Ely Place. The building is Basement, Ground and 4 stories high. There are two sets of doors to the Hatton Garden elevation, with one set acting as a main fire escape, the set on the corner of Hatton Garden and Charterhouse Street is the entrance to the old Natwest banking hall. Another door is located and used as the main entrance for the planned upper floor tenants on Ely Place. Hatton Garden is known as London's Diamond District and houses a large number of shops, Hatton Garden is two way street from the North but becomes one way from South and reduces in width from Holborn. Charterhouse Street runs west to east and is two way. Ely Place is a Mews street and houses a number of legal practices.

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 involve the ground floor external street elevation glazing upgrades, with two number windows being replaced; this is required because that the old Cashpoints have recently been removed. Internally the works planned include the change of use to the ground floor and basement from Bank (Class A2) to Offices (Class B1).

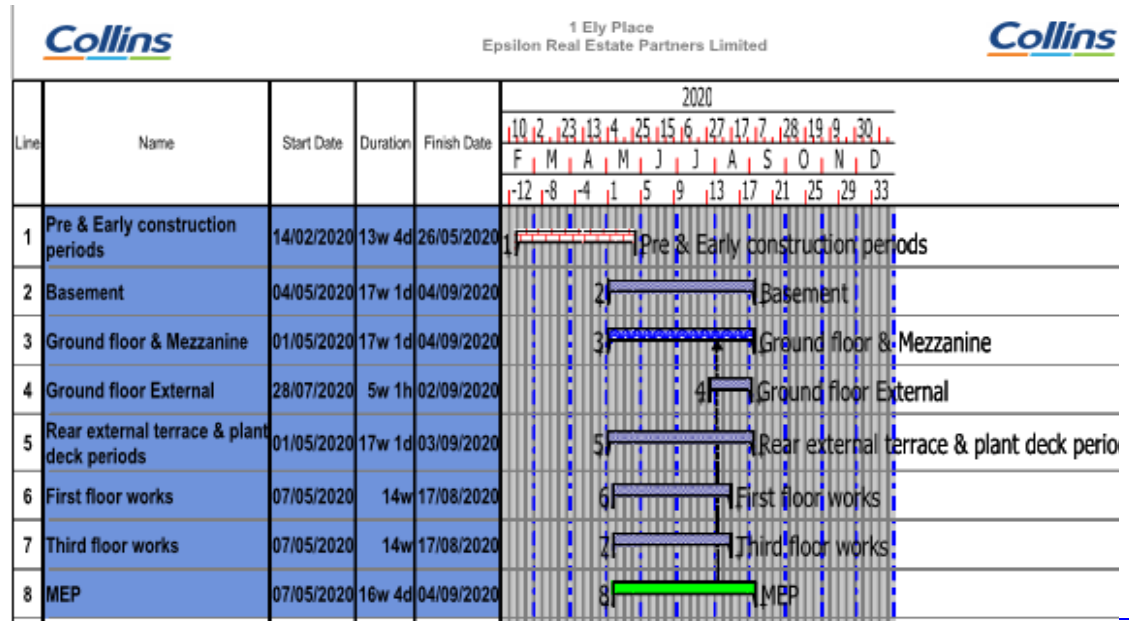
8. Please provide the proposed start and end dates for each phase of construction as well as an overall programme timescale. (A Gantt chart with key tasks, durations and milestones

would be ideal).

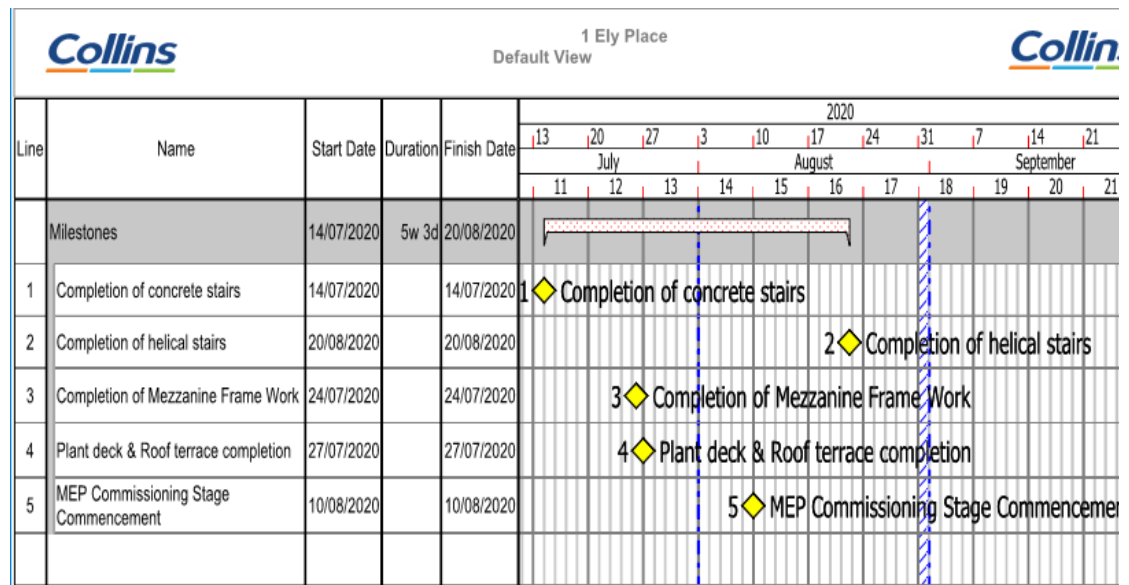
- Proposed on site start date 15<sup>th</sup> May 2020
- Proposed completion date 4<sup>th</sup> September 2020

Please see below are the dates for the key tasks:

- Ground floor external works anticipated commencement: 28.07.2020;
- Ground floor external works anticipated completion date: 02.09.2020



Please see below snapshot of the milestones set on the project



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

We have agreed with the Camden CMP working hours, but we may need to allow some agreed working hours to assist the existing tenants within the building on 2<sup>nd</sup> and 4<sup>th</sup> floors for safety reasons.

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

# Community Liaison

A neighbourhood consultation process must have been undertaken prior to submission of the CMP first draft.

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

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

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

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

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## 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 proposed works scheme are all internal CAT A fit out with very minimum dust / fumes generation, the noise activities will be scheduled and agreed with the existing tenants and neighbouring.

Therefore the only receptors that we believe will be affected are the existing tenants in the building. They are located on the existing mezzanine level, 2<sup>nd</sup> and 4<sup>th</sup> Floors.

## 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.

Due to the nature and small scale of these works, the consultation of this draft CMP was focused on the existing tenants. The Project Team presented the CMP and proposals on 22 January 2020 and keeps the tenants regularly updated on the proposed works. The Contractor will meet the tenants at least once a week during the works.

There are no residents in close proximity and there has been no Ward Councillor interest in this application.

## 12. Construction Working Group

For particularly sensitive/contentious sites, or sites located in areas where there are high levels of construction activity, it may be necessary to set up a construction working group.

If so, please provide details of the group that will be set up, the contact details of the person responsible for community liaison and how this will be advertised to the local community, and how the community will be updated on the upcoming works i.e. in the form of a newsletter/letter drop, or weekly drop in sessions for residents.

David Christie, will set regularly weekly meetings with the tenants to discuss progress, upcoming works and impacts.

Weekly newsletters will also be shared via email and posts to all immediate neighbours and tenants notifying of progress, upcoming works and feedbacks.

This is to ensure our site has a minimal impact and runs smoothly.

## 13. Schemes

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

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



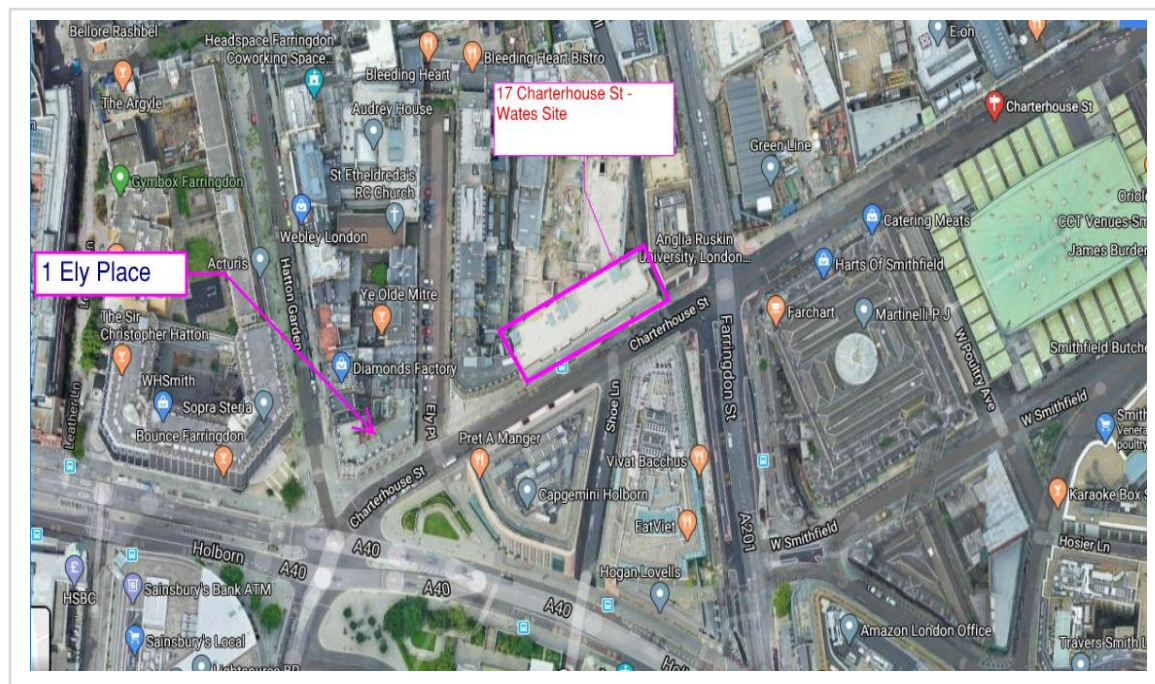
Collins is registered with, and actively participates and promotes the Considerate Contractors Scheme

Collins staff and contractors will be briefed on Camden Guide for Contractors and their responsibilities therein.

CCS registration number to this specific project will be provided by the end of March 2020.

#### 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.



# 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](mailto:CLOCS@camden.gov.uk) for further advice or guidance on any aspect of this section.

## CLOCS Contractual Considerations

15. Name of Principal contractor:

Collins Construction LTD

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](#)).

Please see below compliance check list which will be utilized on the project, this check list will be implemented and completed by our logistics manager, traffic marshall.

The supply chain will be requested to provide CLOCS registration along with the delivery booking.

## CLOCS Requirements Compliance Check

### On site check

Name of checker:	<input type="text"/>	Date:	<input type="text"/>
Site:	<input type="text"/>	Time:	<input type="text"/>
Driver name:	<input type="text"/>	Vehicle operator:	<input type="text"/>
Employed by:	<input type="text"/>	Delivering on behalf of:	<input type="text"/>
Vehicle registration:	<input type="text"/>		

### 1. Operations

FORS<sup>1</sup> status: Registered ☐ Bronze ☐ Silver ☐ Gold ☐ FORS ID no:  Expiry date:

Pass ☐ Fail ☐ Comments

<sup>1</sup> Fleet Operator Recognition Scheme

### 2. Vehicle

	Fitted	Working
1 Class V + VI mirrors	<input type="checkbox"/>	<input type="checkbox"/>
2 Close proximity warning system, and/or camera system and/or vision-aid	<input type="checkbox"/>	<input type="checkbox"/>
3 Side guards	<input type="checkbox"/>	<input type="checkbox"/>
4 Audible left turn warning	<input type="checkbox"/>	<input type="checkbox"/>
5 Warning signage	<input type="checkbox"/>	<input type="checkbox"/>

Pass ☐ Fail ☐ Comments

### 3. Driver

Licence In date:  Category:  Invalid/no licence carried: ☐

VRU Training Safe Urban Driving: ☐ Other approved: ☐ None: ☐

Pass ☐ Fail ☐ Comments

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:

Collins currently CLOCS champion with membership, our contractors are also FORS registered this requirement forms part the supply chain orders.

Please contact [CLOCS@camden.gov.uk](mailto: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.

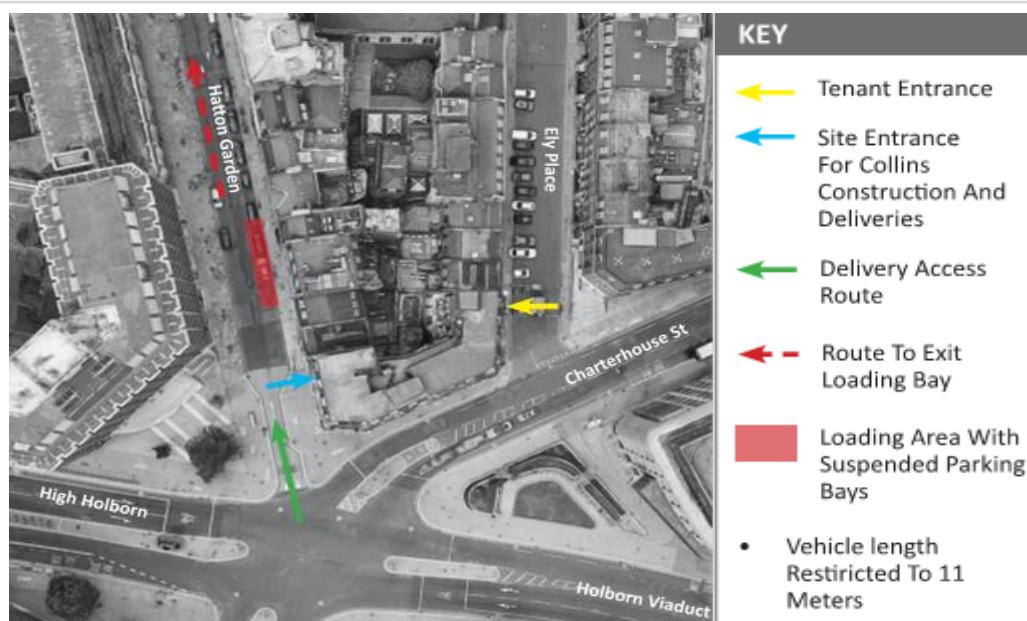
**18. Traffic routing:** *“Clients shall ensure that a suitable, risk assessed vehicle route to the site is specified and that the route is communicated to all contractors and drivers. Clients shall make contractors and any other service suppliers aware that they are to use these routes at all times 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.



Vehicles will access the site from High Holborn into Hatton Garden, we will utilise the proposed loading bay location within the parking bays on Hatton garden as per above, our logistics manager / traffic marshal will be made aware of all deliveries on arrival and will be directing all deliveries into the loading bay area, once off loaded the vehicles will exit the loading bay via Hatton garden into Clerkenwell road. This provides one direction route system for access and egress to the loading bay area.

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.

As part of the subcontract order the logistics plan will be issued to the subcontractors and supply chain with the logistics plan proposals outlined, the supply chain and subcontractors will develop the RAMS in line with our logistics requirements, all deliveries will be booked minimum of 48hrs notice to allow the correct level of labour to be arranged for loading and of loading.

The delivery booking in system is an online system, of which can be shared and coordinated with all contractors.

Our logistics manager will be responsible for managing, updating and notifying or any changes along with specific requirements for attending site

**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.

32t waste compactor lorry: 1 collection per week for 20 weeks  
Skip loader (wait and load): 2 deliveries /week during first 5 weeks  
18t flatbed: 3 deliveries /week for duration of project 20weeks  
3.5t van: 2 deliveries /day for duration of project 20 weeks

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.

Currently there are no further projects on Hatton Garden or Ely Place that could have an affect with the deliveries, the closest live site we are aware of is no 17 Chapterhouse ST, which consists of refurbishment project with Wates (main contractor).



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

We have taken full consideration traffic / logistics access to site, the works scheme is very minor of which we made restrictions and restrict delivery lorries to 11 meter length Lorries only, the minor concrete works will be mixed on site with no requirements for any concrete lorries deliveries.

d. Consideration should be given to the location of any necessary holding areas/waiting points for sites that can only accommodate one vehicle at 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.

Hatton Garden holds several areas with single yellow line, these will be utilised for any required holding / waiting areas, our approach is it ensure the delivery booking has at least an extra 30 minutes slots before and after the booking to allow for any changes to deliveries ETA's, we believe this will avoid clashes between deliveries and mitigate the need of utilise holding areas.

e. Delivery numbers should be minimised where possible. Please investigate the use of construction material consolidation centres, and/or delivery by water/rail if appropriate.

Not applicable to this scheme and scale of works.

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).

Is our intention to ensure the supply chain uses vehicle with Stop-start systems of which helps significantly reduces the amount of carbon dioxide discharging into the air.

We will also ensure that vehicles has its engines turned off when packed in the loading bay during loading and offloading.

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

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

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

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

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

Not applicable

b. Please describe how the access and egress arrangements for construction vehicles in and out of the site will be managed, including the number and location of traffic marshals where applicable. If this is shown in an attached drawing, use the following space to reference its location in the appendices.

Not applicable

c. Please provide swept path drawings for vehicles accessing/egressing the site if necessary. If these are attached, use the following space to reference their location in the appendices.

Not applicable

d. Provision of wheel washing facilities should be considered if necessary. If so, please provide details of how this will be managed and any run-off controlled. Please note that wheel washing should only be used where strictly necessary, and that a clean, stable surface for loading should be used where possible.

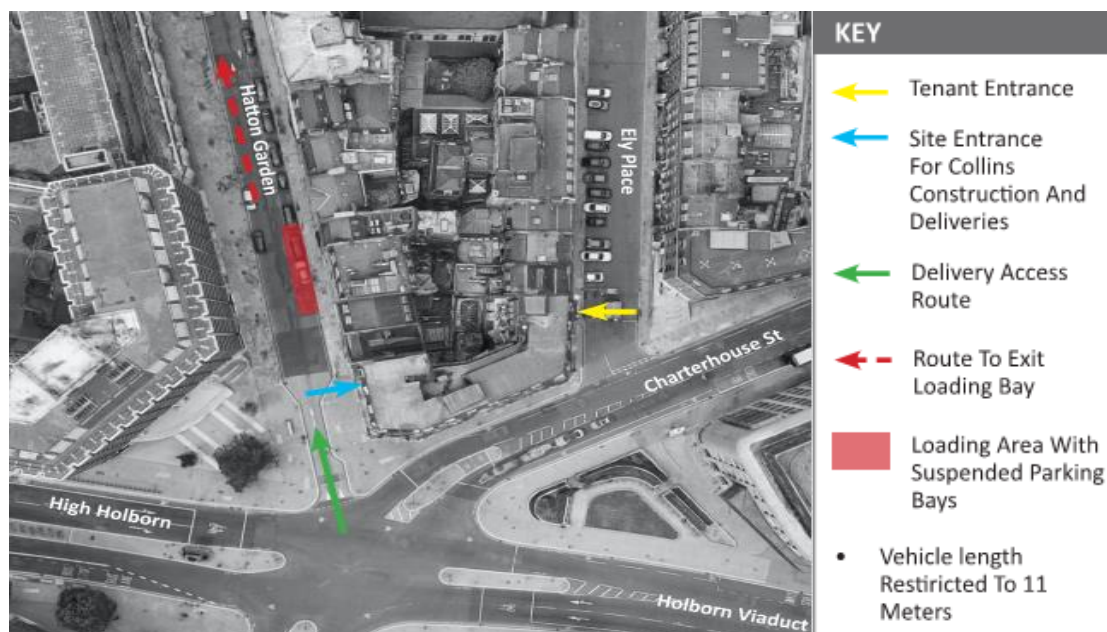
Not applicable

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

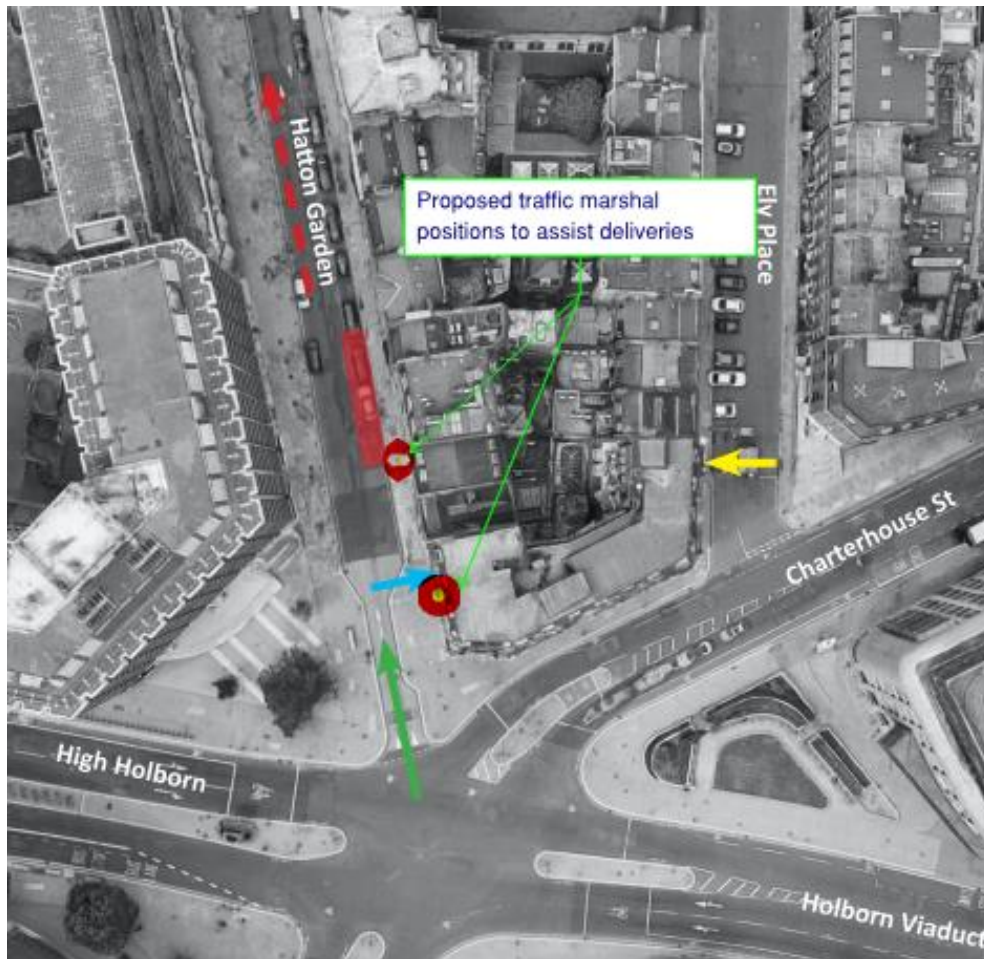
This section is only relevant if loading/unloading is due to take place off-site on the public highway. If loading is taking place on site, please skip this section.

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

There will be no continuous deliveries on site due to the nature and small scale of the works, our logistics manager / traffic marshals, will have a delivery log daily and will be made aware of the deliveries arrival times and will be present during all deliveries. The materials will be taken from vehicle and brought straight into site.



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.



## 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.

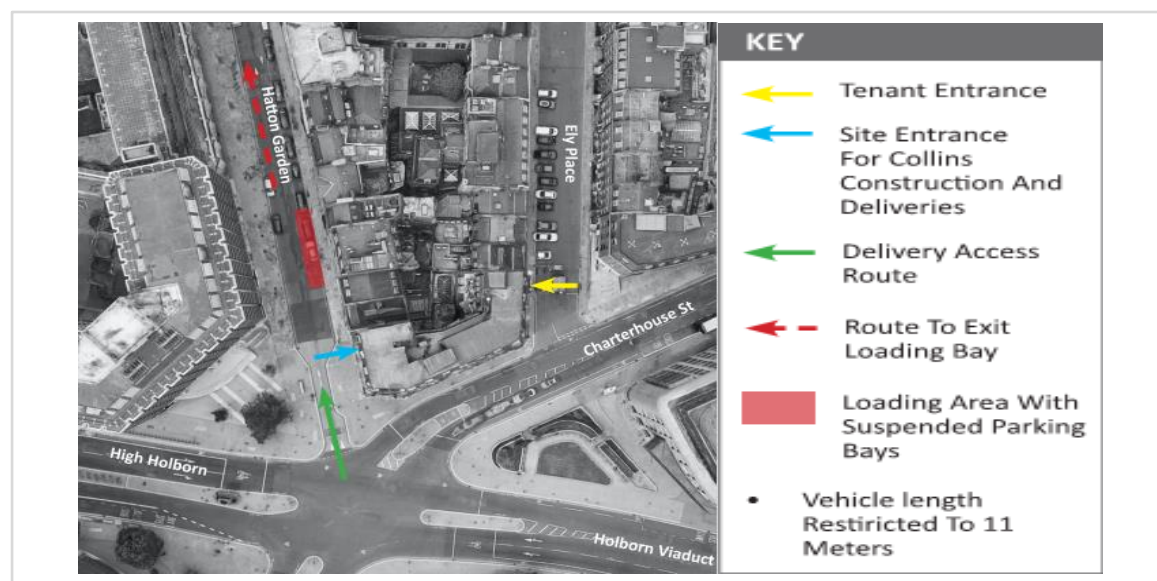
Please note that there is a two week period required for the statutory consultation process to take place as part of a TTO.

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.



### 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](#).

Our proposal is to apply for parking bay suspension on Hatton Garden adjacent to 1 Ely Place and utilise as loading bay per our logistics plan, these have been discussed with Camden and agreed in principle as best approach. The duration of the suspension is estimated for 8 weeks.

### 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.

All site accommodation and welfare will be located within the building on GF and Basement levels. Site materials store areas are also located within the ground floor area.

Currently there is no requirement for permanent hoarding or scaffold.

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.



Not applicable to this works scheme.

## **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.

Not applicable to this scheme works.

## **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.



Not applicable to this works scheme.

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.

Not applicable to this works scheme.

## 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.

Not applicable to this works scheme.

# 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.

All noise works will be contained within the building.

There are minor builders works which will involve noise works, these are generally to form services penetrations for CAT A services install, these works will be carried out by using light weight breakers, these works will planned to be carried out 2 hours on / 2 hours off in agreement to suit the existing tenants and within Camden noise working hours.

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.

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

We can predict there will be noise works created on site but just in allowable times, we will minimise this with best practice on site to ensure noise levels are reduced.

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.

We will ensure the following procedures have taken place to minimise noise generated from site operations:

- Use of modern, quieter equipment
- Barrier protections to surround noisy works
- Noise perimeter zones to be established
- Work activity scheduling

If noise levels exceed the predicted levels, we will stop all works and evaluate the situation in lines with the Camden procedures for noisy works. We will also review their RAMS in place to ensure they are being adhered to.

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

Staffs have been trained on BS 5228:2009 and are aware of the requirements to control noise and vibration arising from construction works. All site staff and contractors will be the subject of a specific briefing as part of site induction.

Training records will be provided as our subcontractors are appointed.

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

The majority of the works to be undertaken are within the existing envelope of the building which will allow the dust to be contained.

This site is deemed relatively 'low risk' due to its size and on the basis that the low level of refurbishment works is mainly contained from within the existing building envelope.

In accordance with our standard approach to all sites, the following precautions will be adopted:

Barriers will be erected around any potentially dusty areas to keep this contained within the site.

Corex will be utilised for localised concerns.

- Any works that are likely to cause dust will be done in isolation from areas that are likely to cause disturbance or affect any sensors.
- Water will be used to suppress any dust that may likely arise. This will be used in conjunction with any cutting equipment.
- All skips and waste containers will be covered.
- Any relevant drop heights will be minimised to ensure minimal dust to arise as a by-product.
- Materials will be provided in a 'just in time' method thereby minimising storage requirements with the potential to store and encourage dust.
- All vehicles carrying load will be covered.
- We encourage our teams to utilise machinery consuming low sulphur tax-exempt diesel (USLD) wherever possible and all vehicles comply with the requirements of the Low Emission Zone restrictions.

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.

No delivery vehicles will be leaving the public highway and entering site due to the fit-out nature of the works and therefore the public highway will remain clear.

If debris, dirt and / or dust resulting from the contractor's works is spread onto the highway, the contractor shall ensure that the roads in the general vicinity of the site are kept clean and tidy at all times.

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

#### Noise

We retain our own noise monitoring equipment and regularly carry out monitoring checks during the course of construction, to ensure noise levels adjacent to the works are within specified limits.

We understand the limitations of noisy works within a residential environment and ensure all subcontractors are aware of the site restrictions on noisy work as detailed within subcontract orders and the site rules. Noisy work will be covered under our permit to work system which will identify the activity, its location, the duration and any applicable control measures necessary to mitigate its effect.

We are sensitive to the requirements of working alongside existing occupied premises. We recognise the importance of working closely with the Client's management team to ensure that they are informed in advance of any noisy or disruptive activities that we may be undertaking and to allow time for the agreement of any reasonable mitigation measures that may be required.

Working hours will be restricted to 8am to 6pm Monday to Friday and 8am – 1pm on Saturdays.

#### Vibration

There are only minor builders works associated with the CAT A scheme and as such there's no requirement to monitor vibrations.

#### Dust

There are minor builders works associated with the CAT A scheme and as there's no requirement to monitor dust, the works however will be carried out mitigating dust.

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.

Not applicable. The GLA Guidance is not relevant to a project of this nature as it does not involve substantial construction or demolition.

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](#).

Not applicable. The GLA Guidance is not relevant to a project of this nature as it does not involve substantial construction or demolition.

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.

Due to the site being low risk this is not required

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).

As part of our initial site set up we will be looking to establish a baiting strategy. Any food and water sources or obvious places of shelter will be monitored over the course of a week. Baits will be placed in these areas along with humane rat traps. If any rodent populations are discovered, they will be removed in a humane manner in accordance with PETA and we will engage the services of a Pest Control service based locally. With specific works in mind, the existing drainage system will be capped off at the outset beyond the first manhole (in preparation for the extension works). Any temporary connections to this particular manhole will be kept sealed always. Any visits of pest control will be recorded and logged on site with all job receipts available for inspection

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

An asbestos Refurbishment & Demolition survey was completed in December 2019. The asbestos identified has been removed and related to internal works.

Currently there is a soft strip underway to remove the asbestos from the building prior to Fit-Out works commencing. An updated report will be completed following completion of the strip out works.

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.

Collins site specific induction advises contractors of their responsibilities. We demand a high standard of behaviour from all employees and suppliers working on the site. This will be monitored by the site team. Should any incident / issues occur, warnings will be issued and operatives will be excluded from site if necessary.

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.

No applicable

**From 1<sup>st</sup> 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 1<sup>st</sup> 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): N/a.
- b) Is the development within the CAZ? (Y/N): N/a.
- 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](mailto:planningobligations@camden.gov.uk)

End of form.