# Construction Management Plan

pro forma

Camden

# Contents

# Revisions & additional material

Please list all iterations here:

| Date | Version | Produced by |
|---|---|---|
| 6th August 20 | A1 | S Brazier - Open Road Associates |
| 3rd September 20 | A2 | S Brazier - Open Road Associates |
| 18th September 20 | A3 | S Brazier - Open Road Associates |

**Additional sheets**

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

| Date | Version | Produced by |
|---|---|---|
| 6th August 2020 | Method Statement | St Albans Basement |
| 6th August 2020 | Risk Assessment | St Albans Basement |
| 6th August 2020 | 003 Proposed Plan | St Albans Basement |
| 6th August 2020 | 004 Propose Elevation | St Albans Basement |

# Introduction

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

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

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

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

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

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

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

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

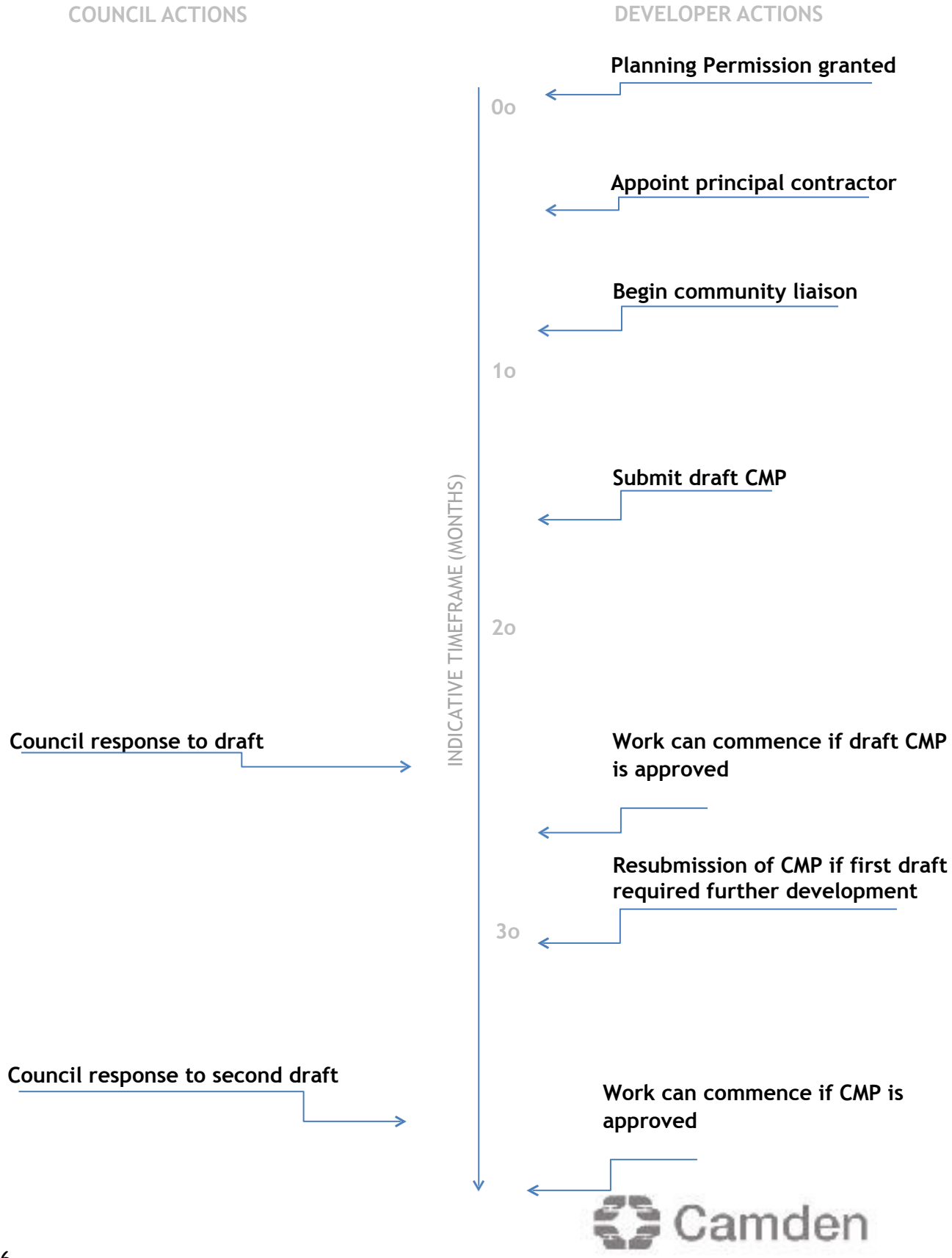
Please complete the questions below with additional sheets, drawings and plans as required. The boxes will expand to accommodate the information provided, so please provide as much information as is necessary. It is preferable if this document, and all additional documents, are completed electronically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

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

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

Revisions to this document may take place periodically.

# Timeframe


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

# Contact

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

**Address: Vine House, Hampstead Square, London, NW3 1AB.**

**Planning reference number to which the CMP applies: 2020/0601/P and 2020/1005/L**

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

**Name: Mrs Julia & Mr Robert Gosman**

**Address: Vine House, Hampstead Square, London, NW3 1AB**

**Email: bennett_julia@hotmail.co.uk**

**Phone: 07809 883409**

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: Chris Booth & Julia Gosman**

**Address: Booth Consultants, Hillside House, Mill Causeway, Chrishall, Royston, SG8 8QH.**

**Email:**

**boothconsultants@aol.commm**

**Phone:07899 986431.**

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: Julia & Rob Gosman**

**Address: Vine House, Hampstead Square, London, NW3 1AB.**

**Email: bennett_julia@hotmail.co.uk**

**Phone: 07809883409**

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: Chris Booth, Julia Gosman**

**Address: Vine House, Hampstead Square, London, NW3 1AB**

**Email: boothconsultants@aol.com,**

**bennett_julia@hotmail.co.uk Phone: 07899 986431/07809**

**883409**

# 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.

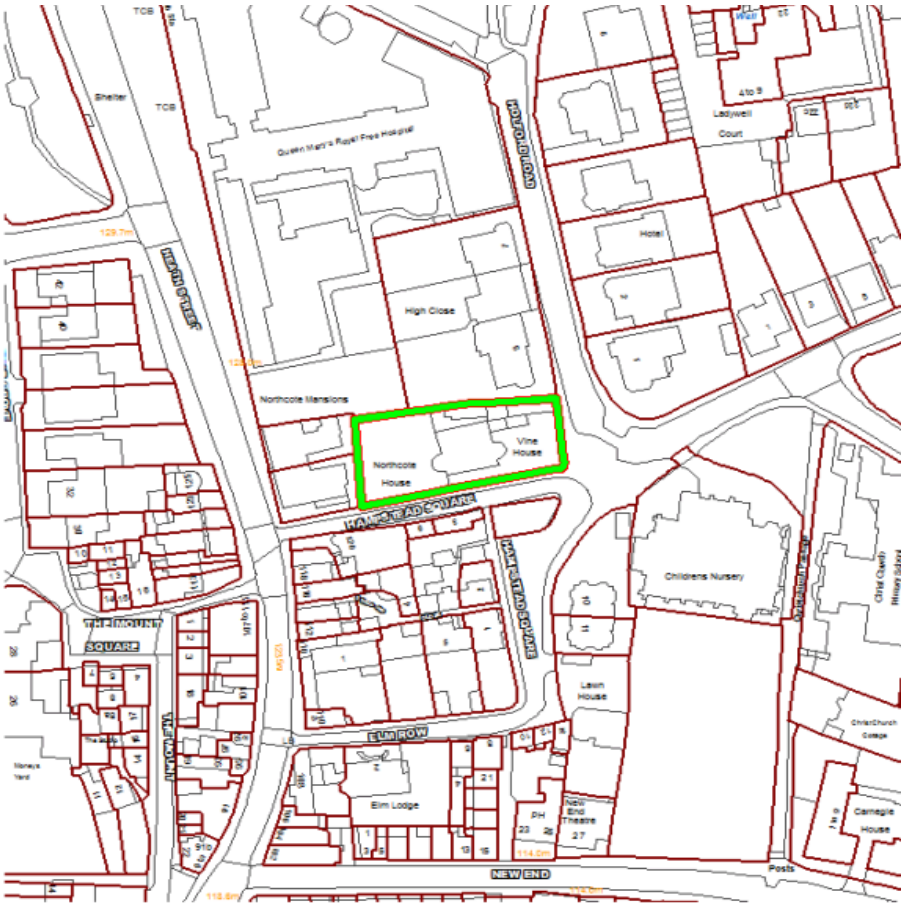
The site contains a grade II listed dwelling known as Vine House. Vine House is a detached three storey house with five bays, constructed from yellow stock bricks with red brick dressings and has a hipped slate roof. This site is located within the Hampstead Conservation Area.

Vine House is a detached residential dwelling surrounded by its own gardens. The house sits on a corner plot: the front of the house facing Hampstead Square and the east side of the house facing Holford Road.

To the west of the house is a block of flats named Northcote House and to the north is a high wall (in excess of 25ft high) which acts as the boundary between this and the basement level of the neighboring property: 9 Holford Road, NW3 1AD.

Vine House has off-street parking, accessed via Holford Road, for three vehicles. The proposal seeks to extend the current basement to match the footprint of the ground floor and carry out internal alterations.

Vine House has an existing basement used for storage which covers 28sqm. The extended basement will have a footprint of 155sqm. The existing staircase would be used for access and the basement would extend the existing cellar across the footprint of the house plus the small section, adjoined at the east of the house, which widens the garden room.



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.

**Size & Nature**: The proposal is to excavate to extend the current basement from the current 25sq m to 155.3sq m

**Construction works**: Access will be arranged to construct the basement by the appointed contractor. Access will be formed to the basement with an excavator to assist with the excavation works. The sequential underpinning of the perimeter walls will commence in the sequence agreed with the structural engineer. Care will be taken to remove the existing foundation as work proceeds. The corbel projection will be removed using handheld tools and demolished in sections as work proceeds to mitigate any environmental impact.

At each spaced section of the perimeter wall a pit will be excavated to the underside of the existing foundation. This pit will allow for a further put to be excavated forming the level of the new concrete foundation beneath the existing. The contractor will provide at all times adequate support and propping as excavations progress to maintain acceptable levels of safety. A front pit will be excavated in line with the existing foundation face; at new ground level a timber shutter will be constructed braced horizontally at mid-point and laterally using timber props against the backside of the excavated pit for additional bracing.

The shutter will be constructed to the underside of the existing foundation, leaving a specified gap in preparation for the dry packing. Concrete will be placed from the top of the new foundation shutter working from the ground floor to a level as shown on the engineers drawing allowing, sufficient concrete curing before dry packing. This operation will require an aperture to be cut in the existing joists to facilitate the concrete pour and care will be taken to ensure this aperture is closed prior to moving to the next underpin position.

The underside of the existing foundation will be trimmed and cleaned, and dry pack inserted between the new stem of pin and underside wall, well-rammed in horizontal layers not exceeding 75mm thick, Dry packing shall be left for at least 24hrs before commencing works on any adjacent underpins. The gaps between the extended toes in the structural slab will be completed once all the underpins have been cast. If deemed necessary onsite, to provide a safer working area some smaller gaps in the structural slab will be in filled to provide continuity of the working area.

The construction processes, tasks and hazards will be regularly monitored, where it becomes apparent that improvements can be made then methods will be modified as appropriate to reduce / eliminate risk.

**Challenges**: Whilst there are no enforceable width restrictions, Hampstead Square is a narrow street that is one car widths wide. If a vehicle was to be stationary on Hampstead Square at any time, the road would effectively be fully closed. It is therefore not intended for any vehicles to be unloaded or loaded from Hampstead Square to ensure there is no obstruction to the public highway.

Access to Vine House is via an existing vehicular access located at the end of Holford Road. Holford Road is also only one car widths wide due to the Controlled Parking Zone located on the opposite side which runs the entire length of the street. Access to the site for contractor vehicles and small vans is not an issue however larger wagons will not be able to access the site via the existing driveway. A proposed solution is outlined later in this document.

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).

Site Preparation Works: Autumn 2020 - Spring 2021

The overall project will take approximately 7 months. The proposal is to occupy the site from 1st October 2020.

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

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

08.00am to 5pm Mondays to Fridays.
08.00am to 1pm Saturdays.
No working on Sundays and public holidays

There will never be a requirement to work outside of these hours for any activities.

# 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 closest receptors are number 9 Holford Road and number 8a, 8b and 9 Hampstead Square.

All properties are over 8m from the proposed works so noise, vibrations and dust should be kept to minimum. However further details about how these measures will be controlled is detailed later in this document.

As stated above, deliveries will arrive to Holford Road and never Hampstead Square due to the width of the carriageway. The surrounding highway network will not be impacted by the works taking place on site

## 11. Consultation

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

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

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

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

Early consultation was carried out in January 2020 via a face to face visit with neighbouring properties. Further attempts have been made to engage with as many as possible to ensure they will not be inconvenienced by the activities that will take place on site.

In July 2020 a follow up letter drop was carried out providing contact details and offers to meet, at a time convenient to them, to discuss any concerns they may have. A copy of which is available on request.

Consultation with the local community and relevant stakeholders will be ongoing throughout the project. This plan will also be circulated to neighouring properties for their information.

## 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.

Not applicable for site of this scale.

## 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.

When appointing the contractor, it was a requirement that they enrolled the project in the "Considerate Contractors Scheme" and the project will be managed in a manner to achieve a high score.

The name and contact details of the contractor and project manager will always be displayed on the CCS poster located at the entrance to the site. Below is an example of a CCS poster which will be displayed:

The site has been registered under:

ID Ref C02979

In consideration to the current COVID19 pandemic, the contractor will be taking all reasonable measures to ensure they are working safely and eliminating the risk of infection. These measures include:

- Toilets will be cleaned over 4 times a day;
- Contractors will be kept separate and will only be within a minimum distance of 2m of one another at any given time;
- Wall mounted hand sanitizer will be provided on site.
- Limiting the number of visitors at any one time.
- Maintaining a record of all those on site at any time.

In addition to the above, the contractor will ensure to follow the most up to date Government Guidance on working safely during Coronavirus.

## 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.

No project or construction sites anticipated in the local area that will have any impact on this project and its associated activities.

# 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:

St Albans Basement
12 Dolphin Mews
Holywell Hill, St Albans, AL1 1EX

Liam Dower – 01727 370874
ldower@stalbansbasement.co.uk

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).

Principal Contractor and all Trade Contractors will have the requirement to abide by, comply and adhere to the CLOCS Standards for construction logistics throughout the duration of the project. This sets out a set of standards for items such as traffic routing; warning signage; side underrun protection; blind-spot minimisation; vehicle manoeuvring warnings; driver training, development and licensing; collision reporting; control of site access and egress; vehicle loading and unloading on site.

Each requirement has been developed to reduce the risk of a collision between heavy goods vehicles in the construction sector and vulnerable road users such as cyclists and pedestrians. The Standard sets the detailed minimum requirements to create a consistent baseline but is written in a way that encourages road safety to be managed ever more rigorously as new best practice emerges. The CLOCS Standard is a key step to demonstrate the commitment of construction logistics industry organisations to improve road safety throughout the supply chain.

The Principal Contractor will have arranged for vehicles to be checked on entering the site and to take the appropriate action under the contract. The Principal Contractor will produce a plan and / or process for complying with the contract. CLOCS key checks will be carried out randomly onto incoming vehicles, as per the CLOCS Compliance checklist. It will also be envisaged to work with the Considerate Constructors Scheme in order to ensure compliance to the CLOCS standards.

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:

Confirmed

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.

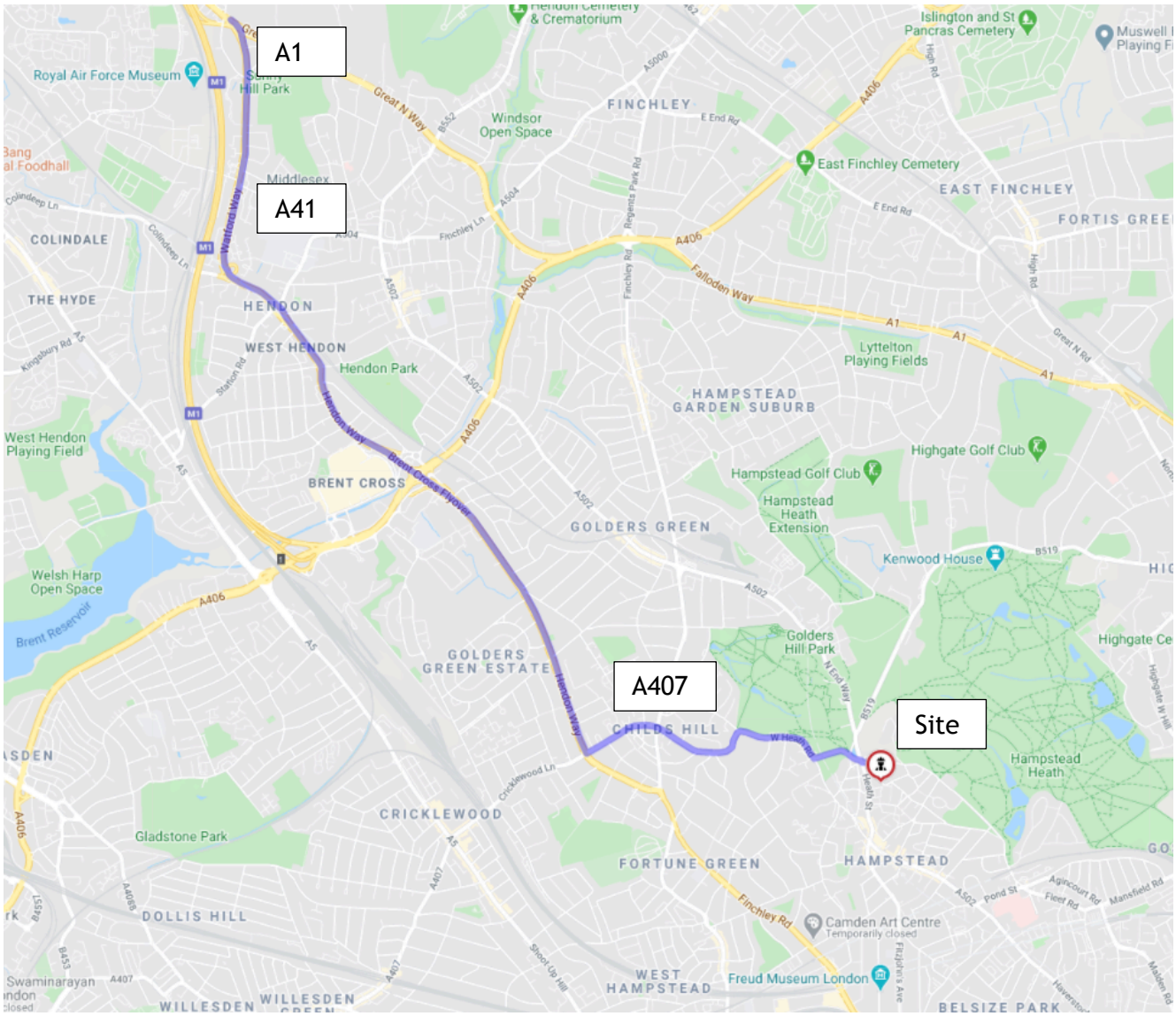
Consideration should also be given to weight restrictions, low bridges and cumulative impacts of construction (including neighbouring construction sites) on the public highway network. The route(s) to and from the site should be suitable for the size of vehicles that are to be used.

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.

Vehicles making deliveries to the site or removing spoil will travel via designated route which will be agreed with the LB of Camden. The diagrams below illustrate the proposed route construction vehicles will take to the site. Only small wagons will be used to access the site for the deliveries and removing spoil to mitigate the impact on the highway network as much as possible. The site will avoid lower classifications of roads where possible.

The approved route will utilise the strategic road network to site and will be via the Barney By-Pass/Watford Way/A1, A41, onto the A407, W Heath Road, the A502, E Heath Road then into Holford 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.

Vehicle routes will be discussed and agreed with suppliers and contractors in advance at the pre-start meeting and the agreed traffic routing included in all sub-contracts and supply orders. Any changes to the plan will be communicated through further meetings to ensure that the use of residential and minor roads is prevented where possible on route to the site.

On a weekly basis, the site manager will evaluate details of the daily profile of deliveries proposed for the upcoming week. Deliveries will be controlled, and vehicles will not be waiting on the local highway network. Where space is not available to accommodate the delivery, the vehicle will be sent away until such time the delivery can be made.

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

There will be a requirement for multiple movements per day to exchange the skip which will be located within the parking bay over the duration of the project. No skip grab will last longer than 10 minutes.

No deliveries will occur to the site or removals from the site outside the hours of 09:30 and 15:30.

Sufficient time will be provided between deliveries to allow for any delays as a result of the delivery vehicle being stuck in traffic or the loading/unloading taking longer than expected to avoid any vehicles waiting on the surrounding highway network.

In order to minimise the impact on the surrounding public highway and residential amenity, vehicle movements will be limited, and carried out outside peak hours. Contractor and supply vehicles will avoid the morning and afternoon peaks between 07:30 to 09:30 and 15:30 to 18:30. This will ensure there is negligible impact, if any, on any highway network routes to the site. All contractors, sub-contractors, delivery companies and visitors will be advised of and required to adhere to these hours and all other terms of this plan

For reference the site will be closed on Sundays so will not affect Christchurch's Sunday service.

b. Cumulative effects 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.

No other known developments will impact on the site or require coordination with.

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

There is no requirement for swept path analysis to be carried out for a site of this size and nature.

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.

There will no requirements to additional holding areas for delivery vehicles to the site. Vehicles attempting

to make a delivery will be sent away if there is no space to accommodate them.

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.

n/a

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).

No idling will be allowed by any site vehicles.

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)

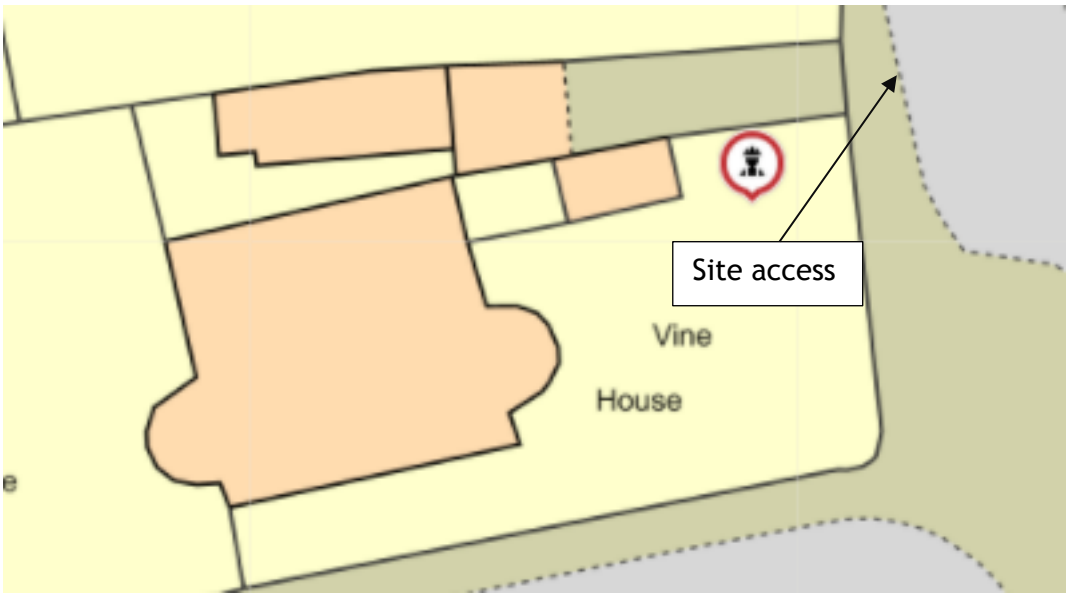
This section is only relevant where vehicles will be entering the site. Where vehicles are to load from the highway, please skip this section and refer to Q23.

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.




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.

Vehicle movements will be governed by the onsite contractor, using radios both on-site and within the vehicles, to ensure that the required route to the site is clear of other vehicles when entering and exiting the dedicated loading/unloading bay. Contractor vehicles involved in the project will be able to park on site however there will on occasion be a requirement for on street parking. The contractor is aware they must apply of their own Visitor Pass via the LB of Camden parking shop in order to obtain permission to do so.

It is proposed to locate a skip in the single parking bay which is located on the sites side of Holford Road. The parking bay will be temporarily suspended via means of a TTO which the contractor will be applying to the LB of Camden for.

A banksman will be overseeing all traffic, along with the site manager on all deliveries. This will not impact on pedestrian safety.

No footway diversions will be required during the works on site of Holford Road.

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

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.

All vehicles removing spoil from the site will be fully sheeted to minimise the risk of any mud over spilling onto the road. A wheel-washing facility will be provided as required for the duration of the works to ensure the levels of soil on roadways near the site are minimised. The wheel washing facilities will be in the form of a hose down point located adjacent to the egress. The excavation is being loaded directly from the conveyors into a skip, therefore the wheel washing requirement is minimised, any overspill will be washed off the road surface.

The contractor will ensure that the area around the site, including the surrounding public highway is adequately swept to prevent any accumulation of dust and dirt. A road sweeper can be commissioned at the reasonable request of the highway authority. Vehicles which will be involved in the project will be:

1. A small 4x2 grab lorry to empty the skip
2. 6-wheel 18t concrete lorry
3. 32t tipper lorry

## 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.

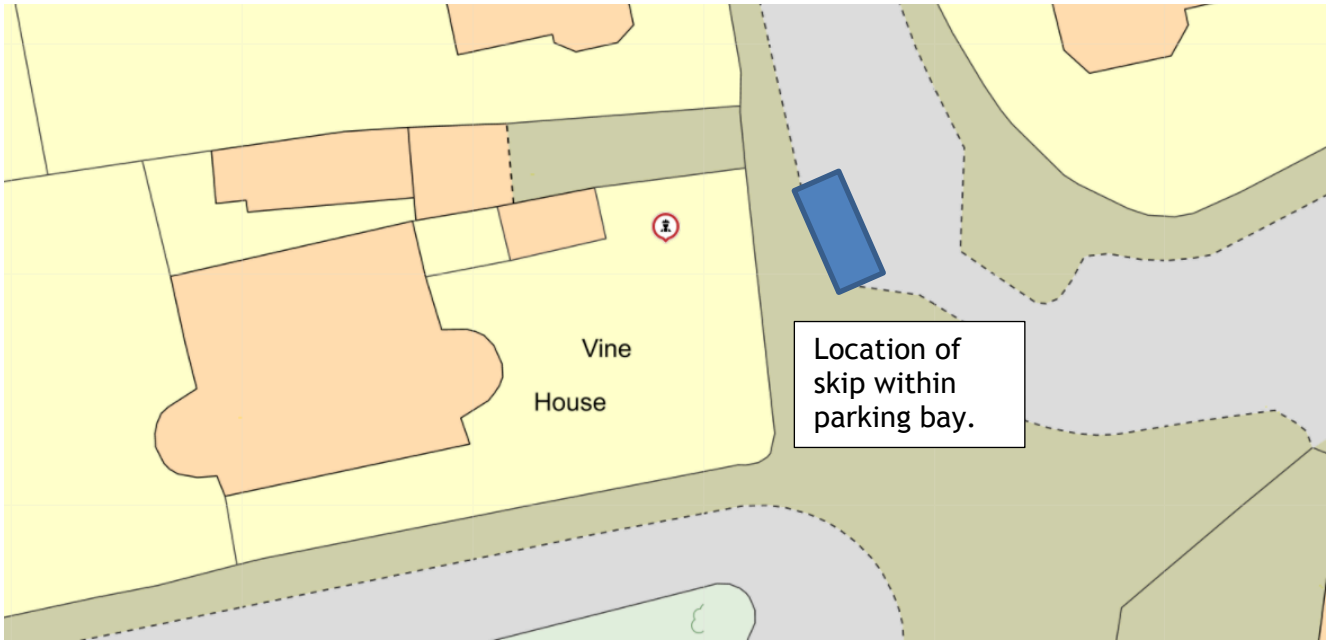
a. please provide details of the parking and loading arrangements for construction vehicles with regard to servicing and deliveries associated with the site (e.g. delivery of materials and plant, removal of excavated material). This is required as a scaled site plan, showing all points of access and 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.

A skip will be in situ for the duration of the project and located within the parking bay directly outside the site entrance, to avoid obstructing the highway network. The site has very limited available space once occupied by the contractor and associated construction plant and materials, therefore there is no alternative location for the skip.

The contractor will apply for a Skip Licence (Highways Act 1980) from the LB of Camden in order to locate the skip on the public highway. In addition to this, the contractor will also apply to the LB of Camden to temporarily suspend the parking bay for the duration of the project.

The skip will be required to be emptied a maximum of two times a day during the project. It is therefore proposed that a small grab wagon is utlised to avoid obstructing the highway network at any time. The grab wagon will be guided by the appointed banksmen to stop directly in front of the existing access/egress to Vine House where it will empty the skip for a maximum of 10 minutes before leaving the vicinity in forward gear and progressing via the approved route. The skip itself will be appropriately signed and guarded to protect pedestrians, with beacons to ensure it is visible during periods of darkness.

In addition to the vehicle required to empty the skip. the absolute maximum size of vehicle associated with the project will be a 32t tipper. Concrete will also be required to be delivered to the site. The proposal is to use a 6-wheel vehicle which will utlise the space in front of the site including the parking bay. The skip will not be located within the parking bay on days that a concrete delivery is taking place. This will ensure that the road is not blocked whilst the delivery takes place. Concrete deliveries will be minimal. The contractor is aware that at no time can the public highway be obstructed, and measures have been put in place as described in this plan to ensure this requirement is met.




The skip itself will be filled via an onsite conveyor belt which will be fed from site and directly into the skip. The footway will remain unobstructed at all time and appropriate Traffic Management will be provided to ensure the activities are separated from pedestrians.

The overall approach to the removal of spoil from site will be kept under review and revised if necessary.

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.

We propose suspending one parking bay to the left of the driveway gates for a period of 7 months to facilitate the positioning of the skip. The area will be appropriately barriered and lit and the contractor is aware they will need to obtain the appropriate licences in order to do so. A Skip Licence from the LB of Camden (S139 Highways Act 1980) and a Temporary Traffic Order to facilitate the suspension of a parking bay for over 6 months.

## 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.

No footways will be closed, and the carriageway will not need to be obstructed at any time during the project. An existing residents parking bay will be required to be suspended during the lifecycle of the project. This location and the space directly adjacent the driveway entrance gates will be utlised for the skip. By doing so we will ensure that the public highway remains unobstructed at all time.

At first the proposal was to locate the skip on the public footway directly adjacent to the site, however due to the location of protected trees within the site, it was not possible to access the skip over the existing wall at this point. The only possible location for the skip is within the existing parking bay outside the site entrance where the carriageway is at its widest point. The contractor has also considered highway safety and occupation of the highway in this regard by ensuring only smaller wagons are used to empty the container. If a regular large grab lorry was to be used, this would completely close Holford Road which would be unacceptable to the LB of Camden as well as causing disruption to residents and other highway users.

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 enabling works are necessary within the public highway

## 25. Motor vehicle and/or cyclist diversions

Where applicable, please supply details of any diversion, disruption or other anticipated use of the public highway during the construction period. Please show locations of diversion signs on drawings or diagrams. If these are attached, use the following space to reference their location in the appendices.

There will be no requirement for any diversion routes, disruption or other anticipated use of the public highway (other than the operations involving the skip outlined elsewhere in this document) during the operations of site.

**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.

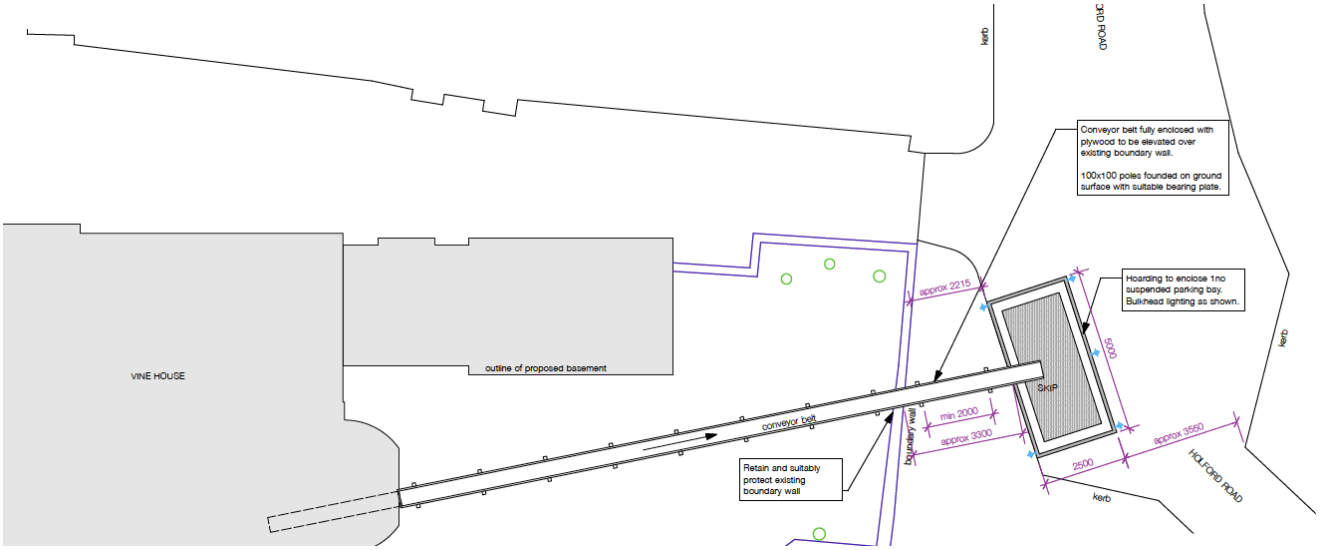
The site will be protected with a timber hoarding that will be 2.4metres high along the perimeter of the site. There is no requirement for any hoarding to be installed on the public highway therefore an additional license for the hoarding is not required.

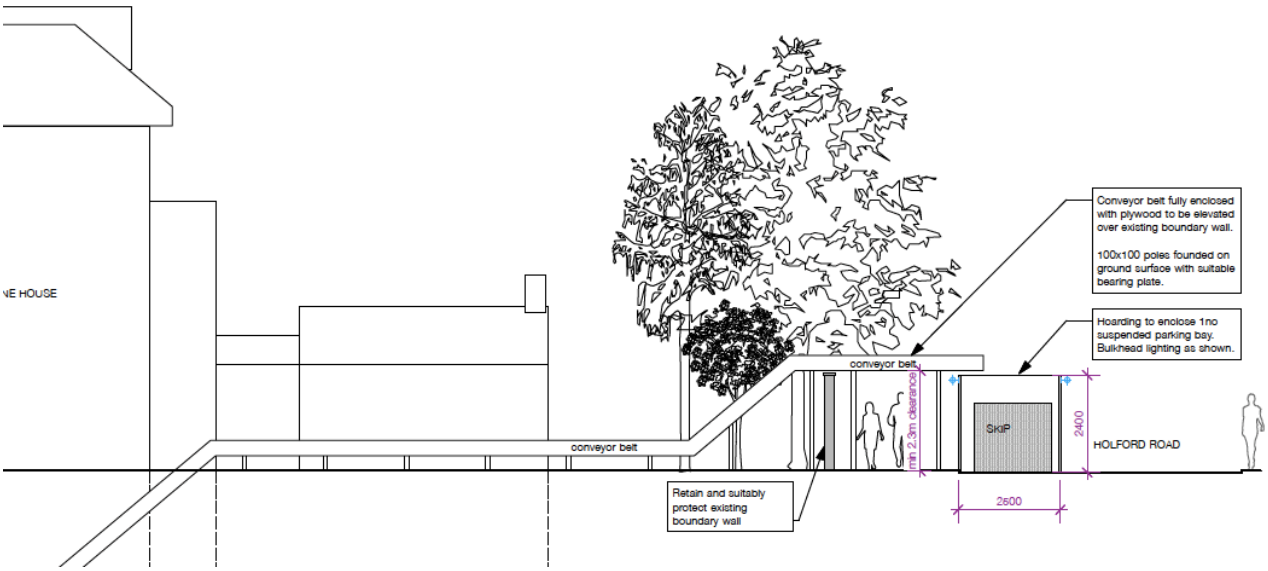
## b. Please provide details of any other temporary structures which would overhang/ oversail the public highway (e.g. scaffolding, gantries, cranes etc.) If these are attached, use the following space to reference their location in the appendices.

A conveyor belt (shown below) will be required on site which will take spoil directly from the basement and directly into the skip which will be located within the parking bay as detailed above.

The conveyor belt will be secured and supported by a scaffolding structure which will be located on the public footway. Pedestrians will be able to walk safely underneath the temporary structure, which has a minimum height clearance of 2.3m. There will also be an absolute minimum width of 2m for pedestrians to walk under the structure therefore no footway closures and temporary diversion routes are necessary. The structure will be appropriately lit, padded and taped.

The contractor will be applying to the LB of Camden for a Scaffolding License (Highways Act 1980). Drawings number 004 and 003 attached to this CMP show the structure in more detail:






## 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

# 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.

**Excavation of earth using handheld tools** - during normal working hours, intermittently during the underpinning and concreting works.

**Cutting using handheld tools** - Intermittently during the underpinning and basement slab works prior to concreting.

**Waterproofing works** - drilling into the reinforced concrete walls to insert waterproofing plugs fixing the drainage cavity membrane to the structure.

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.

18th May 2020

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

Likely to be in the region of 95 dB(A) during noisy operations only as mentioned above

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.

Where practicable all works will be confined to below the existing property. There are no external light wells proposed so the basement works are entirely under the property which will reduce the impact of noisy works when they occur.

Where manufacturing methods can reduce onsite noise, these options will be adopted, such as pre-cut reinforcement mesh.

Handheld tools will be well maintained to keep noise levels to a minimum.

Where construction sequencing can be altered to reduce dust and vibration these will be adopted or even replaced with less noisy operations where practicable.

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

The contractor will be responsible to train all the relevant employees. Al training records will be kept in an overall matrix of site personnel.

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

A range of environmental management controls will be developed, regarding the BRE guidance 'Controlling Particles, Vapour and Noise from Construction Sites 26' and the LB Camden Codes of Construction, the GLA 'The Control of Dust and Emissions during Construction and Demolition'. These measures will prevent and mitigate the release of dust entering the atmosphere and/or being deposited on nearby receptors and will include:

- Routine dust monitoring at sensitive locations with the results and effectiveness of controls reviewed at regular meetings. A safety method statement will outline the control measures necessary to minimise the risks to an acceptable level, and all statutory notices will be placed with the Health and Safety Executive (HSE);
- Damping down surfaces during dry weather (use of rain guns and mist system);
- Erection of appropriate hoarding and/or fencing to reduce dust dispersion and restrict public access.
- Appropriate handling and storage of materials, especially stockpiled materials;
- Restriction of drop heights onto lorries and other equipment;
- Keeping vehicle wheels clean by use of hard-standings and local use of jet washers, limiting of vehicle speeds to 5 mph, avoidance of unnecessary idling of engines and routing of site traffic as far from residential and properties as possible;
- Fitting all equipment (e.g. for cutting, grinding, crushing) with dust control measures such as water sprays wherever possible;
- Mains power is to be used on all small power applications such as hand tools, welders, etc. unless is not feasible to extend power the work location.
- Use of alternatives fuel source generators (solar/gas/hybrid) will be considered in the first instances with gas powered generators as a second choice. Diesel generators will be avoided if possible. The responsible parties will ensure that all plant and vehicles are well maintained so that exhaust emissions do not breach statutory emission limits;
- Switching off all plant when not in use;
- No fires would be allowed on the Site; and
- Ensuring that a road sweeper is available to clean mud and other debris from hardstanding roads and footpaths when required.

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.

Vehicles whilst on site will predominately be restricted to hardstadning areas. Vehicles that are required to move off these areas will be cleaned before existing the works area so that mud and dust is not tracked onto the public highway. Therefore, the potential for distribution of dirt onto the highway is limited. Should any spoil spill onto the highway during loading or offloading it will be manually picked up immediately, and road sweepers will be deployed as necessary to deal with any urgent issues.

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

A Dust Risk Assessment will be undertaken for the project to provide a summary of the risk to soiling, health and the natural environment from the activities on site. Dust monitoring will be undertaking during all the phases on site. A safety method statement will outline the control measures necessary to minimise the risks to an acceptable level. Any statutory notices will be placed with the Health and Safety Executive (HSE).

36. Please confirm that a Risk Assessment has been undertaken at planning application stage in line with the GLA policy. The Control of Dust and Emissions During Demolition and Construction 2104 (SPG), that the risk level that has been identified, and that the appropriate measures within the GLA mitigation measures checklist have been applied. Please attach the risk assessment and mitigation checklist as an appendix.

A complete Air Quality Assessment for the development will be produced. This includes an Air Quality (dust) Risk Assessment.

The GLA 'The Control of Dust and Emissions during Construction and Demolition SPG8' recommends mitigating measures will be implemented and delivered on this site as described above

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.

The GLA 'The Control of Dust and Emissions during Construction and Demolition SPG8' recommended mitigation measures will be implemented and delivered on this site as described.

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.

These works are not anticipated to present a high or medium risk to dust levels.

39. Please provide details about how rodents, including rats, will be prevented from spreading out from the site. You are required to provide information about site inspections carried out and present copies of receipts (if work undertaken).

The control of pests in and around the site is a key responsibility when planning works and caring for the workforce and neighbours. A crucial factor in pest management is the investment in prevention and restriction of the opportunity for pests such as rats and mice to thrive. This will be achievable by eliminating food sources and nesting sites which can be achieved through good housekeeping and management

Rubbish including food waste will be disposed of from the site on a regular basis. Any food left around the site for consuming will be within sealable containers. The site will be regularly cleaned.

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

Asbestos has not been identified within the Works site.

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 proposed site will be screened from neighbours and regularly cleaned. A dedicated smoking area will be provided within the site in a safe designated location and cleaned regularly.

The site induction will cover items such as bad language, shouting etc. and these will not be tolerated on site. For such behavior, a penalty system will be in operation. Suggested system includes a Verbal Warning, Yellow Card and Red card resulting in the removal of any offender from site immediately.

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

**From 1st September 2015**

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

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

**From 1st September 2020**

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

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

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

a) Construction time period (10/20 - 05/21):

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

c) Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y):

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: The contactor will ensure this requirement is met

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: We confirm

f) Please confirm that records will be kept on site which details proof of emission limits, including photographs of individual engine plates for all equipment, and that this documentation will be made available to local authority officers as required: We confirm

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.

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**Signed:** .....

**Date:** 22nd September 2020

**Print Name:** JULIA GOSMAN

**Position:** OWNER OF PROPERTY

Please submit to: planningobligations@camden.gov.uk

End of form.



Camden