**Construction Management**

**Plan**

pro forma v2.3

**Contents**

**Revisions 3**

**Introduction 4**

**Timeframe 6**

[**Contact**](#_Contact) **7**

[**Site**](#_Site) **9**

[**Community liaison**](#_Community_Liaison) **12**

[**Transport**](#_Transport) **14**

[**Environment**](#_Environment) **26**

**Agreement 31**

# Revisions & additional material

Please list all iterations here:

|  |  |  |
| --- | --- | --- |
| **Date** | **Version** | **Produced by** |
| **26.01.2020** | **01** | **Beni Builders UK Ltd** |

**Additional sheets**

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

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| **Date** | **Version** | **Produced by** |
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# 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](http://www.camden.gov.uk/ccm/content/environment/planning-and-built-environment/two/planning-policy/supplementary-planning-documents/camden-planning-guidance.en) and [**(CPG)** 8: Planning Obligations](http://www.camden.gov.uk/ccm/content/environment/planning-and-built-environment/two/planning-policy/supplementary-planning-documents/camden-planning-guidance.en).

This CMP follows the best practice guidelines as described in [Transport for London’s](https://www.tfl.gov.uk/info-for/freight/safety-and-the-environment/improving-construction-safety) (TfL’s Standard for [Construction Logistics and Community Safety](http://www.clocs.org.uk/standard-for-clocs/) (**CLOCS**) scheme) and [Camden’s Minimum Requirements for Building Construction](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=3257318) **(CMRBC)**.

Camden charges a [fee](https://www.camden.gov.uk/ccm/cms-service/stream/asset?asset_id=3630462&) 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 CMPdoes 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**](http://www.camden.gov.uk/ccm/content/environment/building-control/file-storage-items/demolition-notice---the-building-act-1984-section-80-notice-bc104-.en)**.**”

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

**DEVELOPER ACTIONS**

**COUNCIL ACTIONS**

**Planning Permission granted**

**0ommunity liaison**

**Appoint principal contractor.**

**Begin community liaison.**

**Work can commence if CMP is approved.**

**Council response to second draft**

**Submit draft CMP.**

**Work can commence if draft CMP is approved.**

**Resubmission of CMP if first draft required further development.**

**2ommunity liaison**

**3ommunity liaison**

**1ommunity liaison**

INDICATIVE TIMEFRAME (MONTHS)

**4ommunity liaison**

**Council response to draft**

# Contact

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

Address: 50 Palmerston Road, London, NW6 2JL

Planning reference number to which the CMP applies: 2017/1357/P.

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

Name: Leornard Kafazi

Address: C/O Beni Builders UK -16 Whitchurch Lane, Edgware, London, HA8 6JZ

Email: beni@benibuildersukltd.co.uk

Phone: 0208 952 4865

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: Shkelqim Molla

Address: C/O Beni Builders UK -16 Whitchurch Lane, Edgware, London, HA8 6JZ

Email: jimmy@benibuildersukltd.co.uk

Phone: 07736 467 806

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)**](http://www.camden.gov.uk/ccm/content/environment/planning-and-built-environment/two/placeshaping/twocolumn/the-community-investment-programme.en), please provide contact details of the Camden officer responsible.

Name: Leornard Kafazi

Address: C/O Beni Builders UK -16 Whitchurch Lane, Edgware, London, HA8 6JZ

Email: beni@benibuildersukltd.co.uk

Phone: 0208 952 4865

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: Leornard Kafazi

Address: C/O Beni Builders UK -16 Whitchurch Lane, Edgware, London, HA8 6JZ

Email: beni@benibuildersukltd.co.uk

Phone: 0208 952 4865

# 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 (Ventra House) is located at the rear of 308 Kilburn High Road building, with the main access situated on 50 Palmerston Road.

The site currently comprises 4 residential units, one at ground and second floor and two at the first floor. The locality is well served with a full range of amenities and facilities all nearby. The site has an excellent accessibility, with excellent bus, Underground and Overground rail services within close proximity.



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 site is level and rectangular in shape with an area of approximately 200m². Ventra house was built in 2005 with no internal refuse storage areas, level access and substandard elevational treatments.

The proposed development seeks the conversion of the existing residential accommodation to create a mix of 7 residential units within a highly sustainable location which has been designed in accordance with the Council’s residential development standards. The 7 flats have areas between 37 sqm and 94 sqm which meet the minimum requirements from London Plan and National Space Standards and are a mix of 1 bedroom, 2 bedroom and 3-bedroom flats.

The main entrance will be repositioned to create space for the area which will accommodate the communal bin store. Windows will be replaced with new ones of better quality keeping the same style and frame colour and the external render will be redone matching the existing colour. The proposed roof will replicate the existing roof and will use materials to match existing.

Access to site is from busy street off of Palmerston Road. The road leads to a dead end which must be considered when arranging delivery times etc.

Waiting loads are unlikely to be permitted without contacting the surrounding property owners within the cul-de-sac. Access to the site to be considered with other site users in mind.

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 Commence Date: 15th February 2021 at the earliest

Estimated Completion Date: 30th November 2021.

The construction work is anticipated to last approximately 40 weeks.

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

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

The working hours for the site 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

Note that during construction activities that may over run or planned to take longer than the agreed working hours, contact will be made to the local environmental officer in advance.

# Community Liaison

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

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

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

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

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

**Cumulative impact**

Sites located within high concentrations of construction activity that will attract large numbers of vehicle movements and/or generate significant sustained noise levels should consider establishing contact with other sites in the vicinity in order to manage these impacts.

**The Council can advise on this if necessary.**

**10. Sensitive/affected receptors**

Please identify the nearest potential receptors (dwellings, business, etc.) likely to be affected by the activities on site (i.e. noise, vibration, dust, fumes, lighting etc.).

The area generally comprises three and four storey commercial and residential buildings.

The wider surrounding area is of mixed use with commercial units at ground floor with residential uses generally at upper levels on the High Road and fully residential roads.

**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.

External communications concerning the project will be handled by the Beni Builders Site Manager (Shkelqim Molla) The site manager may where necessary, delegate project consultations with local representatives and communities to the Project Manager (Jemzeeth)

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Neighbors** | **Category** | **Informed** |
| 1 | Cllr Douglas Beattie | Councillor | Email |
| 2 | Cllr Maryam Eslamdoust | Councillor | Email |
| 3 | Cllr Thomas Gardiner | Councillor | Email |
| 4 | 51 Palmerston Road, LONDON, NW6 2JL | Business | By Hand |
| 5 | Nando's, 308 Kilburn High Rd, Kilburn, London NW6 2DG | Business | By Hand |
| 6 | Golden Finger Spa,310 Kilburn High Rd, Kilburn, London NW6 2DG | Business | By Hand |
| 7 | Fire N Spice,312 Kilburn High Rd, Brondesbury, London NW6 2DG | Business | By Hand |
| 8 | Alex Plaice Fish & Chips,314 Kilburn High Rd, Brondesbury, London NW6 2DG | Business | By Hand |
| 9 | German Doner Kebab, 304 Kilburn High Rd, Kilburn, London NW6 2DB | Business | By Hand |
| 10 | Flat 1,308 Kilburn High Road,LONDON, NW6 2DG | Resident | Post |
| 11 | Flat 2,308 Kilburn High Road,LONDON, NW6 2DG | Resident | Post |
| 12 | Flat 3,308 Kilburn High Road,LONDON, NW6 2DG | Resident | Post |
| 13 | Flat 4,308 Kilburn High Road,LONDON, NW6 2DG | Resident | Post |
| 14 | Flat 5,308 Kilburn High Road,LONDON, NW6 2DG | Resident | Post |
| 15 | Flat 6,308 Kilburn High Road,LONDON, NW6 2DG | Resident | Post |
| 16 | Flat 7,308 Kilburn High Road,LONDON, NW6 2DG | Resident | Post |
| 17 | Flat 8,308 Kilburn High Road,LONDON, NW6 2DG | Resident | Post |
| 18 | Flat 9,308 Kilburn High Road,LONDON, NW6 2DG | Resident | Post |
| 19 | Flat 10,308 Kilburn High Road,LONDON, NW6 2DG | Resident | Post |
| 20 | Flat 11,308 Kilburn High Road,LONDON, NW6 2DG | Resident | Post |
| 21 | Flat 12,308 Kilburn High Road,LONDON, NW6 2DG | Resident | Post |
| 22 | Flat 13,308 Kilburn High Road,LONDON, NW6 2DG | Resident | Post |
| 23 | Flat 14,308 Kilburn High Road,LONDON, NW6 2DG | Resident | Post |
| 24 | 136 Oak House, Kilburn | Resident | By Hand |
| 25 | 137 Oak House,Kilburn | Resident | By Hand |
| 26 | 138 Oak House ,Kilburn | Resident | By Hand |
| 27 | 139 Oak House ,Kilburn | Resident | By Hand |
| 28 | 127, Oak House,Kilburn | Resident | By Hand |
| 29 | 128, Oak House,Kilburn | Resident | By Hand |
| 30 | 129, Oak House,Kilburn | Resident | By Hand |
| 31 | 130, Oak House,Kilburn | Resident | By Hand |

**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.

Consideration will be given to the residential and commercial properties in the vicinity of the site.

Site managers details will be visibly displayed at the entry point to the site. In the event of a complaint from a neighbour or a member of the public in relation to any site activity, the site manager will be the first point of contact.

Should complaints be received, they will be addressed directly by the site manager to enable results at the time of the complaint to be reviewed, and where appropriate immediate actions employed to rectify the problem.

Where a valid grievance is raised measures will be put in place where practicable to avoid recurrence of the complaint. Beni Builders Project Manager Jemzeeth Junaideen is the person responsible for community liaison.

**13. Schemes**

Please provide details of your Considerate Constructors Scheme (CCS) registration. Please note that Camden requires [enhanced CCS registration](https://www.ccscheme.org.uk/construction-logistics-and-cyclist-safety-clocs/) that includes CLOCS monitoring.

Contractors will also be required to follow the “[Guide for Contractors Working in Camden](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=799001)” also referred to as “[Camden’s Considerate Contractors Manual](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=799001)”.

The Beni Builders UK Ltd.’s Site Manager will be responsible for ensuring the CCS Code of Practice is used as a basis for best practice procedures to be implemented and maintained on site.

CCS site ID 124942

Registration Number: TBC

**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.

There are no sites within close proximity that will have a cumulative impact. This will be reviewed when the date of commencement is confirmed.

# 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.](http://www.clocs.org.uk/)

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

Checks of the proposed measures will be carried out by CCS monitors as part of your enhanced CCS site registration, and possibly council officers, to ensure compliance. Please refer to the CLOCS Standard when completing this section. Guidance material which details CLOCS requirements can be accessed [here](http://www.camden.gov.uk/ccm/cms-service/stream/asset?asset_id=3550016&), details of the monitoring process are available [here](http://www.camden.gov.uk/ccm/cms-service/stream/asset?asset_id=3550014&).

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

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

**CLOCS Contractual Considerations**

15. Name of Principal contractor:

Beni Builders UK 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](http://www.camden.gov.uk/ccm/cms-service/stream/asset?asset_id=3550016&) and [Q18 example response](http://www.camden.gov.uk/ccm/cms-service/stream/asset?asset_id=3550015&)).

A suitable traffic management plan will be prepared and communicated.

FORS Bronze Accreditation as a minimum will be a contractual requirement. Evidence of compliance with FORS standards will be sought prior to commencement of contract. Necessary checks will be undertaken as outlined within the CLOCS standards.

All subcontractors appointed are made aware of the CLOCS and FORS policy and required to comply with.

All vehicles over 3.5t are fitted with blind equipment along with the audible alerts for left turn movements. This is part of the FORS and CLOCS policy that subcontractors are made aware of and required to comply with.

Where necessary, trained traffic marshals will be used at access routes where vehicles and pedestrians will be in close proximity.

17. Please confirm that you as the client/developer and your principal contractor have read and understood the [CLOCS Standard](http://www.clocs.org.uk/wp-content/uploads/2015/05/CLOCS-Standard-v1.2-APRIL_15.pdf) and included it in your contracts. Please sign-up to join the [CLOCS Community](http://www.clocs.org.uk/links-to-partners/) to receive up to date information on the standard by expressing an interest online.

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

Confirmed that the minimum standards are included in ALL tender enquiries and form part of the final sub- contractors’ 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](http://www.lscp.org.uk/lrsu/engineering_tlrn.html) (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.

The Route Map below, shows the proposed routes that all site vehicles will be directed along to gain access to the site. They also highlight the routes to be taken when leaving the site.

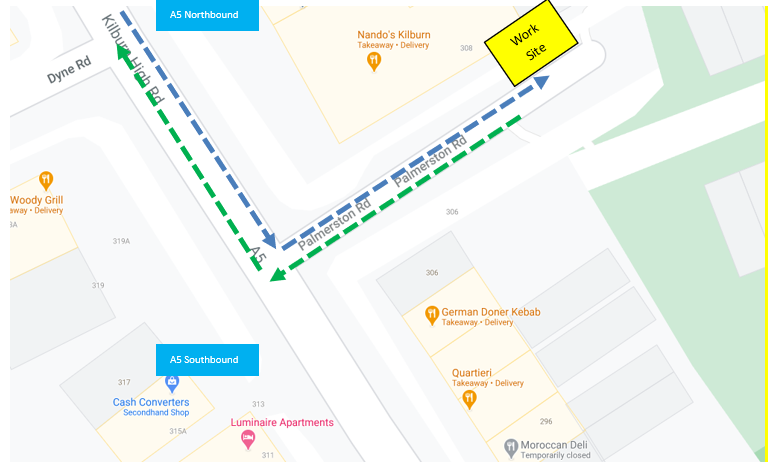
All deliveries to the site will be by prior arrangement and will be scheduled and managed by the site manager.

All suppliers making deliveries will be informed of these rules prior to attending the premises, and details will be included in all orders issued.

Approach – A5 Southbound

Departure – A5 Northbound

Traffic Marshalling Points -



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.

Where necessary a suitable traffic management plan will be prepared and communicated to all relevant parties prior to commencement of contract. Traffic management details will also be included within the Construction Phase Health & Safety Plan.

All deliveries to the site will be by prior arrangement and will be managed by the site manager.

Regular review of the plan will be undertaken by the site manager, with any revisions communicated to the supply chain.

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

Construction vehicle movements should be restricted to the hours of 9.30am to 4.30pm on weekdays and between 8.00am and 1.00pm on Saturdays. If there is a school in the vicinity of the site or on the proposed access and/or egress routes, then deliveries must be restricted to the hours of 9.30am and 3pm on weekdays during term time. (Refer to the [*Guide for Contractors Working in Camden*](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=799001)).

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

3.5t Luton Van – 1 delivery per week for duration of project

Long Wheelbase Transit Van – 1 delivery per week for duration of project

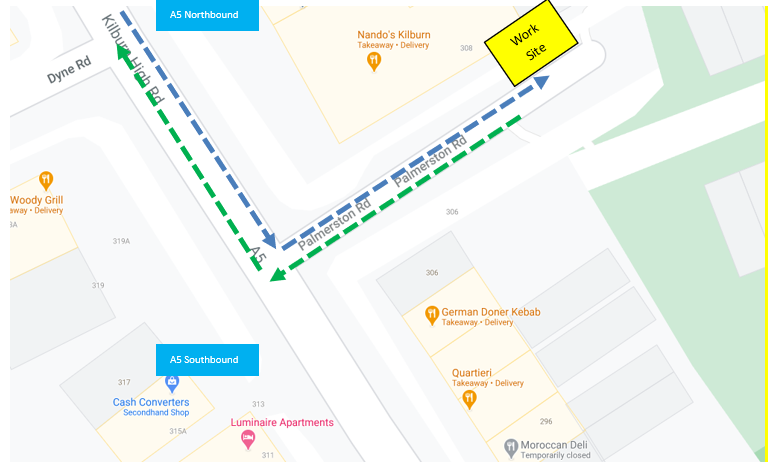
7.5t Transit Tipper – 1 delivery per month for duration of project

7.5t Flatbed – 2no deliveries during week 6 and 8 of the project

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.

There are no sites within close proximity that will have a cumulative impact.

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



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.

Not applicable to this project

e. Delivery numbers should be minimised where possible. Please investigate the use of [construction material consolidation centres](https://www.google.co.uk/url?sa=t&rct=j&q=&esrc=s&source=web&cd=2&cad=rja&uact=8&ved=0ahUKEwi5hKjPiLjRAhVqLcAKHQduC_gQFggkMAE&url=http%3A%2F%2Fcontent.tfl.gov.uk%2Fdirectory-london-construction-consolidation-centres.pdf&usg=AFQjCNFhB34aaqw3M3fmDpJYUUBw_PjbdA&sig2=KXhGnTR3slzf0kN4XMOcQg&bvm=bv.143423383,d.ZWM), and/or delivery by water/rail if appropriate.

Beni Builders will reduce as far as possible any potential impacts of construction traffic during the construction phase of the project by careful planning deliveries and vehicle movements.

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).

It is the policy of Beni Builders UK Ltd that driver of any vehicle belonging to the business, employees, customers, and delivery vehicles must turn the engine off when a vehicle is stationary for more than 30 seconds, except when in traffic.

The policy of turning the engine off when stopped does not apply for the periods during which idling is necessary under the following circumstances:

* To provide for the safety of vehicle occupants, such as extreme cold conditions (e.g. to run the air heaters).
* When a driver is conducting a daily driver walkaround check of a vehicle which requires the engine to be idling to check for excessive smoke, to build up air pressure and to check for air/liquid leaks and dash faults.
* To use lifting/auxiliary equipment powered by the engine for the loading and unloading of products or goods.
* When stopped in traffic.
* When unforeseen traffic, safety, or emergency situations arise.

With the exception of exemption 4, if in the above exemption cases equipment can be run from the battery alone i.e. tail lifts, drivers must refrain from idling unless there is a significant concern of draining the battery.

**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 to this project

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 to this project

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 to this project

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 to this project

**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.

All site operatives and delivery drivers will adhere to local parking restrictions.

All deliveries will be by prior arrangement and will be arranged to attend the site outside of busy periods. These times are set out to avoid pedestrian activity.

Delivered materials will be taken directly to the delivery point inside the building. Where practicable deliveries will be taken directly to the work area. Delivery drivers must exercise extreme caution when accessing the delivery area due to the presence of pedestrian & other traffic in the site approach roads.

If delivery issues do occur, we will instruct the driver to book a time to return. All unloaded materials will be kept away from pedestrian/traffic routes and will not obstruct emergency routes and fire exits.

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.

Beni Builders UK Ltd will reduce as far as possible any potential impacts of construction traffic on during the construction phase of the project by planning deliveries and vehicle movements.

Where necessary a trained traffic marshals will be used at access routes where vehicles and pedestrians will be in close proximity. Traffic marshals will be used to supervise the access and egress delivery vehicles.

**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 will not 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.

Footpath

Parking Bays

Loading Bays



**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)](http://camden.gov.uk/ccm/content/transport-and-streets/traffic-management/temporary-road-restrictions/) 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.](http://www.camden.gov.uk/ccm/navigation/transport-and-streets/parking/parking-bay-suspensions/)

The project does not foresee the need for suspension of parking bays. Parking bay suspensions will only be requested where absolutely necessary.

**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.

Not applicable to this project

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 project

**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 project

**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.

A Scaffolding contractor will be appointed for the supply erection, modification and dismantling of all scaffolding. The scaffold company will be responsible for applying to Camden Council for the relevant licence to erect scaffold structures on the public highway. Beni Builders requires the scaffolding company to provide site specific Risk Assessments and Method Statements, detailed, scale drawings that show scaffolding locations, pedestrian routes, etc. for review and approval prior to commencement of work.

Where work is taking place in a public space, suitable (chapter 8) barriers will be erected, and warning signs will be visibly displayed to help prevent unauthorised access and ensure that any persons in the near vicinity are aware of any potential hazards. Signage will be managed by the Site Manager.

All scaffolding will be inspected after construction, on a weekly basis, after adverse weather conditions and after any modification. Where necessary, scaffolding will be wrapped in debris netting to help prevent items falling from height onto building fabric or persons working below.

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

Refer to question 26.a

**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.

Thames Water, EDF Energy and BT have been contacted to provide services for internal installations. Excavations works are not require as part of this project.

We are currently not in contract for these elements of works so will be unable to provide the rest of the requested information at present.

# Environment

To answer these sections please refer to the relevant sections of **Camden’s Minimum Requirements for Building Construction (**[**CMRBC**](http://www.camden.gov.uk/ccm/cms-service/download/asset?asset_id=3257318)**).**

28. Please list all [noisy operations](http://www.camden.gov.uk/ccm/content/environment/environmental-health--consumer-protection/noise/reducing-noise/noise-from-construction-sites.en?page=2)  and the construction method used, and provide details of the times that each of these are due to be carried out.

* Deliveries to site in line with agreed working hours
* Scaffold installation in line with agreed working hours
* Use of woodworking machinery in line with agreed 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.

The project does not foresee the need for Noise Surveying.

Noise Surveying will be carried out where absolutely necessary.

30. Please provide predictions for [noise](http://www.camden.gov.uk/ccm/content/environment/environmental-health--consumer-protection/noise/reducing-noise/noise-from-construction-sites.en?page=2) and vibration levels throughout the proposed works.

Noise will be minimised by the use of modern, silenced, low noise and vibration rated equipment wherever possible. No noisy works will be undertaken outside of the normal working hours.

31. Please provide details describing mitigation measures to be incorporated during the construction/[demolition](http://www.camden.gov.uk/ccm/navigation/environment/building-control/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.

No noisy works will be undertaken outside of the normal working hours.

Control of vibrations will be helped with the use of the most modern low vibration plant available in the industry for the task will be used to reduce the level of noise emissions from machinery as far as reasonably practicable.

Excessive vibration is unlikely to be a factor for this project. To help minimise the vibration passed through an element of hand separation is to be completed. When loading materials into bins/lorries the material must be gradually lowered in and not dropped from height. Once a layer of material is in the bottom of the bin this will act as a cushion for the remaining material to be loaded in.

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

All relevant training certifications are provided on the first day of inductions for operatives.

that are on site. The standards required by BS 5228:2009 will be further covered in induction, toolbox talks as well as Beni Builders UK Ltd minimum standards.

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

Work methods will be planned to minimize dust generation. This may involve work methods that will help reduce dust i.e. use of local extraction units and wetting down of work areas. Wetting down shall only be carried out where it is safe to do so and shall not be done if there is any risk of contact with live electricity.

Suitable respiratory protective equipment will be worn by site operatives at risk. All personnel working in dusty areas shall, where necessary, wear a dust mask. All operatives will be instructed in the correct use of all RPE/PPE.

Dry areas of the work will be dampened to help prevent airborne dust.

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.

There will be no foreseeable potential for dirt or dust to spread onto the public highway and during this project. However, we will enforce strict measures to avoid the environmental nuisance on the roads and will include:

* Loading and unloading of materials on designated hard-standing areas,
* Banksmen to clear large debris immediately and sweep area,
* Adequate sheeting of vehicles carrying waste materials.

35. Please provide details describing arrangements for monitoring of [noise](http://www.camden.gov.uk/ccm/content/environment/environmental-health--consumer-protection/noise/reducing-noise/noise-from-construction-sites.en?page=2), vibration and dust levels.

The site manager will carry out daily site inspections to ensure noise, vibration and dust levels remain at an acceptable level.

Beni Builders have access to competent Health & Safety advice and has arranged for their H&S Advisor to attend site periodically to conduct H&S Audits/Inspections.

Where available, members of the senior management team will be involved in the audit process. This will allow them to identify their own safety observations, review the H&S performance of the site management team and carry out an analysis of the CFS provisions onsite, critical to the on-going improvement of H&S compliance.

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)](https://www.london.gov.uk/file/18750/download?token=zV3ZKTpP), 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.

It is confirmed that a Risk Assessment has been undertaken at planning application stage in line with the GLA policy. See attached risk assessment.

37. Please confirm that all of the GLA’s ‘highly recommended’ measures from the [SPG](https://www.london.gov.uk/file/18750/download?token=zV3ZKTpP) document relative to the level of risk identified in question 36 have been addressed by completing the [GLA mitigation measures checklist.](https://www.london.gov.uk/what-we-do/planning/implementing-london-plan/supplementary-planning-guidance/control-dust-and)

It is confirmed the GLA’s highly recommended measures will be applied wherever applicable.

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](https://www.london.gov.uk/file/18750/download?token=zV3ZKTpP). 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.

Not applicable to this project

39. Please provide details about how rodents, including [rats](http://www.camden.gov.uk/ccm/content/environment/environmental-health--consumer-protection/pest-control/about-the-pest-control-service.en), 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).

There is no foreseeable risk of the spread of rodents from site during the refurbishment works, however, where necessary a reputable Pest Control contractor will be contracted.

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

There are no known Asbestos containing materials within the planned area of works and given the age of the property (16 Yrs.), it is unlikely that Asbestos is present within the building envelope.

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.

Site rules will emphasise the need for consideration for local residents and business. It is important that the works are carried out in a manner that is respectful of those living and working near to our sites.

Beni Builders UK Ltd is committed to providing equal opportunities for its staff and for all potential employees through all its activities. The company will ensure all staff, customers, suppliers, visitors, and others affected by our work activities are afforded respect, courtesy and are treated in a professional and courteous manner.

The company is strongly opposed to any and all discriminatory attitudes and behaviours, particularly in relation to sex, colour, heritage, ethnic origin, geographic origin, race, religion, belief, gender and gender reassignment, disability, age, marital status, sexual orientation, and pregnancy/maternity.

Employees and sub-contractors are encouraged to raise health and safety issues and concerns with the site manager on an ongoing basis and during toolbox talks.

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

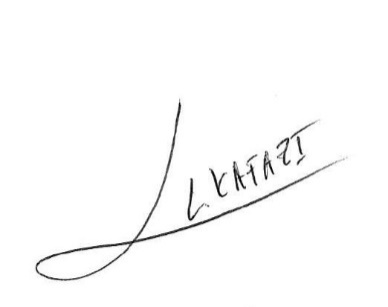
Please provide evidence demonstrating the above requirements will be met by answering the following questions:

1. Construction time period: Feb 2021 – September 2021
2. Is the development within the CAZ? (Y/N): Yes
3. Will the NRMM with net power between 37kW and 560kW meet the standards outlined above? (Y/N): N/A
4. 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:
5. 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:
6. 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:

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:** 27th January 2021

**Print Name:** Leonard Kafazi

**Position:** Director-Beni Builders UK Ltd

Please submit to: [planningobligations@camden.gov.uk](mailto:planningobligations@camden.gov.uk)

End of form.