

APPENDIX F

Camden Minimum Requirements

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A copy of this document shall be made available to the appointed Building Contractors and their sub-contractors.

Contractors are expected to abide by the following principles of this document - London Borough of Camden expects to receive no valid complaints regarding the proposed works to be carried

TIME OF OPERATIONS.

- Time of operations and ancillary works which are audible at the site boundary shall normally be carried out between the following hours:
 - Mondays to Fridays - 08.00 – 18.00
 - Saturdays - 08.00– 13.00
 - no time Sundays and Bank Holidays.

NB The above is the Camden's standard times. However, the times operated should be specific to the site and related to the type of work being carried out. There are some occasions where the times have to be shorter and with break out schedules.

NOISE OPERATIONS

Any noisy operations outside the standard hours cannot be undertaken without prior written approval of the Local Authority. The permitted times of working may be reduced in the case of noisy schedules.

ESTABLISH TYPE OF NOISE

- (a) Airborne Noise
- (b) Ground-borne noise
- (c) Structure-borne noise

ABATEMENT NOISE TECHNIQUES.

- The quietest and newest vehicles/plant machinery shall be used at all times. All vehicles and mechanical plant used for the purpose of the works shall be fitted with effective exhaust silencers, shall be maintained in good and efficient working order and operated in such a manner as to minimise noise emissions.
- The Best Practicable Means (BPM), as defined in Section 72 of the Control of Pollution Act 1974, shall be employed at all times to reduce noise (including vibration) to a minimum, with reference to the general principles contained in British Standard BS5228: 2009 'Noise and Vibration Control on Construction and Open Sites'. **When dealing with tall buildings, 3D modelling should be used to predict noise levels and Part 2 vibration (in the case of basement/underground works).**
- Special attention should be given to structure borne noise (vibration) due to any underground structures

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MONITORING NOISE LEVELS

- A noise and vibration reduction philosophy shall be adopted to reduce noise and vibration wherever is reasonable possible during demolition and construction works throughout the site and during the duration of these works.
- The main Contractor shall carry out prediction of noise and vibration levels before any work is carried out on site. These predicted noise and vibration levels shall be registered in any Construction/Demolition Management Plan.
- Special attention shall be placed at areas where sound protection have been incorporated, to ensure the installed acoustic pads are effective in reducing the noise and vibration generated by the works.
- Noise attenuation screening to be used if deemed appropriate and noise monitoring to be carried out at the start and at regular intervals during each task period. Any mobile screens shall have sufficient mass so as to be able to resist the passage of sound across the barrier and to be free of significant holes or gaps between or under any acoustic panels or board materials as far as reasonably practical.
- Noise monitoring shall be undertaken using a combination of semi-permanent (continuous) and attended monitoring methods. The locations of the semi-permanent (continuous) and attended monitoring and the frequency of the sampling have previously been agreed with London Borough of Camden in writing.
- Where the measured noise levels are more than 3 dB (A) above the predicted noise levels or in the event of a complaint of noise an investigation shall be carried out to ascertain the cause of the exceedance or the complaint and to check that Best Practicable Means are being used to control the noise in accordance with the steps set out in the application for 'prior consent'. Noise levels shall be reduced further if it is reasonably practicable to do so.
- Where noise exceeds noise limits for a period of 10 or more days of working in any fifteen consecutive days or for a total number of days exceeding 40 in any 6 month period provisions for temporary respite accommodation will be offered.

VIBRATION LEVELS

- In the case of vibration, measured vibration levels shall be compared with the criteria in BS 5228: 2009 part 2 (i.e. 1mms^{-1} PPV for potential disturbance in residential and using a suggested trigger criteria of 2mms^{-1} for commercial). Lower limits must be agreed with the Council if there is a risk that vibration levels may interfere with vibration sensitive equipment or other vibration sensitive objects.
- Wherever possible to prevent unnecessary vibration arising from above/underground reinforced concrete superstructures should be demolished using equipment fitted with pulveriser/munching attachments.

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- To avoid noise and vibration transference via connections to adjacent buildings they can be separated by cutting structural breaks/ discontinuities with adjoining premises.
- Where houses are close together the use of least vibration pilling is recommended
- The breaking-up of concrete and the removal of floor slabs should be carried out using non-percussive techniques where practicable.
- Where practicable ground bearing slabs should be levered from their position and broken up off-site. Where this is not practicable and where the structural transmission of noise and vibration generated by unavoidable percussive breaking into adjoining premises is likely concrete slabs should first be cut around their perimeter to isolate them from the rest of the structure. Where the use of percussive breakers is necessary multiple breakers should be employed in order to minimise the time taken to break concrete and floor slabs.
- Communication with neighbouring residents prior to concrete breaking is essential so that works can be planned and minimise the disturbance to residents as far as practicable.

DUST LEVELS

- Referring to visible dust, it is imperative to prevent statutory nuisance arising from the demolition, construction works or dusty activities. Therefore a philosophy of the prevention of dust formation in the first place shall be adopted. Dealing with dust should be in the following fashion:

- 1. Prevention**
- 2. Suppression**
- 3. Containment**

These three principles are well established and are central to the control strategies to control dust. They follow a hierarchy to control the emissions.

- All dusty operations should be identified **(and reported in any CMP/DMP)** and establish the best available techniques are required to control dust emissions. The identified dusty operations shall be recorded in the Fugitive dust emissions should be prevented whenever practicable. When this is not practicable emissions should be controlled at source. Examples include correct storage of raw materials, organising the process in such a way that spillage is avoided, and maintaining high standards of internal and external housekeeping.
- Consideration should be given to the siting of aggregate stockpiles, based upon such factor as the prevailing winds, proximity of site boundary and proximity of neighbours. Minimisation of drop height is very important in stockpiling to reduce wind whipping of particulates. When designing storage bays, internal walls separating storage bays should be at least ½ metre lower than external walls of the bays.

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- Areas where there is vehicular movement should have a consolidated surface which should be kept in good repair.
- The main principles for preventing dust emissions are containment of dusty processes and suppression of dust using water or proprietary suppressants. Suppression techniques need to be properly designed, used and maintained, in order to be effective. For example, where water is used for dust suppression, processes require an adequate supply of water and all water suppression systems need adequate frost protection.
- Where there is evidence of airborne dust from the building construction/demolition activities the site, the contractor should make their own inspection and assessment, and where necessary undertake ambient monitoring with the aim of identifying those process operations giving rise to the dust. Once the source of the emission is known, corrective action should be taken without delay.
- Effective preventative maintenance should be employed on all aspects of the construction/demolition works including all plant, vehicles, buildings and the equipment concerned with the control of emissions to air.
- Important management techniques for effective control of emissions include; proper management, supervision and training for process operations; proper use of equipment; effective preventative maintenance on all plant and equipment concerned with the control of emissions to the air; and it is good practice to ensure that spares and consumables are available at short notice in order to rectify breakdowns rapidly. This is important with respect to arrestment plant and other necessary environmental controls. It is useful to have an audited list of essential items.

RODENT CONTROL

- Regardless whether the site has been previously developed the contractors shall take the necessary measures to ensure proper control of rodents.
- 28 days prior any building works are being carried out the contractors shall submit a method statement on how the destruction/dispersion of rodents will be controlled during demolition works.
- The method statement shall demonstrate how the presence of rats and mice has been ascertained and how they will be destroyed if found on site.
- At all times the site shall be kept free, so far as is reasonable practicable, from rats and mice. (Prevention of Damage by Pests Act 1949, part 'H' of the Building Regulations (Drainage & Waste Disposal)).

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COMMUNITY LIAISON

- Contractors shall keep residents and others informed about unavoidable disturbance such as from unavoidable noise, dust, or disruption of traffic. Clear information shall be given well in advance and in writing.
- At all sites a Contact Board shall be displayed prominently; this is to ensure that problems can be rectified quickly, and that residents and others can channel their questions and complaints to a member of staff who has the authority to take action.
- All Contact Boards shall include the following materials:
 - (a) The title 'Contact Board'
 - (b) Name of the main contractor, address and person to whom correspondence should be addressed.
 - (c) Name of the site manager.
 - (d) Month and year of completion of works.
 - (e) Names and telephone numbers of staff who can take immediate action, so that contact can be made at any time.
- Occupiers in the vicinity who may be affected by noise from these works shall be notified of the nature of the works, a contact name, telephone number (including that to be used outside normal working hours), and address to which any enquiries should be directed. Such notification shall take place, where possible within, 2 weeks but, in any event, at least a week prior to the works commencing.
- The applicant shall ensure that a staffed telephone enquiry line is maintained at all times when site works are in progress to deal with enquiries and complaints from the local community. The telephone number (and any changes to it) shall be publicised widely in the local community affected by the works. It shall also be notified to the Noise and Licensing Enforcement Team on 0207 974 4444.
- Should noise/vibration/dust complaints arise from the building construction/building works, these complaints must be recorded in a complaint's register and made available to the Local Authority, if requested. The complaint register shall provide information on day, time, details of complaint, details of monitoring carried out and any additional mitigation works.
- Should complaints be received concerning works/activities, then all works/activities being the cause of complaint must cease (Tasks in progress accepted due to structural integrity issues), until such time as further agreement to work is negotiated.

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CONSTRUCTION MANAGEMENT PLAN

A Construction/Demolition Management Plan (C/DMP) may be required as part of a planning application, planning condition or Section 106 requirement (please confirm with land owner / developer or contact the Council). All CMPs / DMPs shall be kept on site of the proposed works and made ready available for inspection at the request of an Authorised Officer of the Council.

C/DMPs shall be reviewed as necessary and all revisions shall be signed and dated in an addendum format forming part of the original C/DMP.

The C/DMP shall contain the following information:

- (a) Name and address of the main contractors company.
- (b) Completion date
- (c) Address where the main contractors company accept receipt of legal documents.
- (d) Full contact details of main office and of the site for the proposed works.
- (e) Full contact details including name and telephone number of the Site and Project Manager.
- (f) The Contents of the C/DMP shall provide full details on the:
 - (i) How these operations are intended to be carried out and its timescale from starting date to its completion.
 - (ii) Mitigation measures to be incorporated during the works to prevent noise and vibration, disturbances, creation of dust nuisance and prevention of rodent spreading out from the site.
 - (iii) Evidence regarding staff have been trained on BS 5228:2009.
 - (iv) Prediction of noise and vibration levels (**including 3D modelling**) throughout the proposed works action to be taken in case exceedances over the predicted levels.
 - (v) Monitoring of noise, vibration and dust levels.
 - (vi) Abatement techniques to prevent noise, vibration and dust nuisances.
 - (vii) Pest Control Job receipts
 - (viii) Community liaison.
 - (ix) Complaints Register, this should contain if possible complainant's details, date and time of complaint's made, causes of complaint, action taken to resolve the complaint, date and time of action taken to resolve the complaint, reasons for any unresolved complaint.
 - (x) An incident logbook shall be on site and all incidents shall be recorded stating date time and worker/s involved and action taken. (e.g. equipment operations started at 07:30 hours by and the action taken measures incorporated to prevent recurrence of similar event)

N.C. If the main contractor do not keep on site with an up to date C/DMP or fails to meet with the below specifications or as a result of the failure to meet with the minimum requirements valid complaints are made to the Council during these works, then the main contractor could become liable to further legal action under the other various legislation that London Borough of Camden is empowered.