

# Code of Construction Practice Checklist



The following information is required to confirm compliance with the Code of Construction Practice 2023 for the following project:

**Project name:** .....

**Project address:** .....

**Planning reference number:** .....

There are three main documents that must be submitted to the Council for approval. These are:

- Construction Management Plan including Construction Traffic Management Plan
- Site Environmental Management Plan
  - Part A: Noise & Vibration Management Plan
  - Part B: Dust and Air Quality Management Plan
  - Part C: Site Waste Management Plan
- Application for consent under Section 61 of the Control of Pollution Act 1974

Please place a tick against every item in each category to confirm that relevant information will be provided to demonstrate compliance with the Code of Construction Practice. If the item is not considered applicable, please explain why.

Relevant document	Item to be included	Yes – (please tick)	Not applicable – please explain why
<b>Construction Management Plan (CMP)</b>	<b>Development Site Details</b>		
	Contact Details		
	Principal Contractor name and contact		
	Site Information & Location Plan including storage areas & monitoring equipment		
	Summary of main works		
	Programme of works including proposed start and end dates for each phase of construction		

	Proposed working hours		
	Proposed hours of deliveries to sites		
	<b>Community Liaison</b>		
	Identify nearest potential receptors (dwellings, businesses etc) likely to be affected (eg. noise, dust)		
	Details of residential and business neighbourhood consultation		
	Details of Community Working Group		
	Liaison with other sites to manage cumulative impacts		
	Statement to confirm sign up to Considerate Constructors Scheme		
	<b>Transport</b>		
	Details of routes to and from site with consideration of any weight restrictions, low bridges and cumulative impacts of construction from neighbouring sites.		
	Routes should be shown clearly on a map, with approach and departure routes clearly marked.		
	Details of how information above will be communicated to contractors and delivery companies		
	Recommend using the following template for providing the requested detail - <b>CLOCs Construction Logistics Plan (CLP)</b>		
	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		

	Details of other developments in the local area or on the route that might require delivery coordination between two or more sites		
	Location of any necessary holding areas for sites that can only accommodate one vehicle at a time/sites that are expected to receive large numbers of deliveries		
	Details of construction material consolidation centres		
	Map or diagram showing proposed site access and egress points		
	Details (including drawings) of how the access and egress points will be managed, including the number and location of traffic marshals		
	Provision of wheel washing facilities including how run-off will be managed Details (including scaled site plan) of the parking and loading arrangements for construction vehicles with regards to servicing and deliveries associated with the site (e.g. delivery of materials and plant, removal of excavated material).		
	Measures to ensure cycle/ pedestrian and motor vehicle safety when loading / unloading vehicles		
	Indicate status regarding membership of CLOCS and FORS		
	<b>Street Works</b>		
	Site set up		

	Parking bay suspensions and temporary traffic orders		
	Details and justification for any proposed occupation of the highway (including accurate scaled drawings)		
	Details of any diversion, disruption or other anticipated use of the public highway		
	Details (including scale drawings) of any 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		
	Details of any other temporary structures which would overhang the public highway (e.g. scaffolding, gantries, cranes etc.)		
	Details of utilities and services affected		
	Details of any planned basement works		
<b>Site Environmental Management Plan (SEMP)</b>	<b>Part A: Noise &amp; Vibration Management Plan</b>		
	Location plan of potential sensitive receptors		
	List all noisy operations and construction methods used		
	Confirm when the most recent noise survey was carried out and provide a copy		
	Noise and vibration mitigation measures		
	Provide predictions for noise and vibration levels throughout the proposed works		

	Noise and vibration management plan		
	Noise site risk assessment (LANAF methodology)		
	Details describing arrangements for monitoring of noise & vibration including instrumentation, locations of monitors and trigger levels		
	<b>Part B: Dust &amp; Air Quality Management Plan</b>		
	Dust risk assessment		
	Dust and air quality management plan		
	Dust and air quality mitigation measures		
	Monitoring proposals (to incl. monitoring locations, analysis methods, recording and reporting method/ procedure, remedial action)		
	<b>Part C: Site Waste Management Plan</b>		
	Waste management and transportation		
	Waste Storage		
	Waste reduction measures		
	Waste re-use, recycling and recovery		
	Managing asbestos and contaminated land		
<b>Application for s61 Consent</b>	To include all relevant information as required by the application form including noise predictions		

Please read each of these statements and confirm you have read and understood them by signing below:

- I confirm we have read and understood the Code of Construction Practice.
- I confirm that no development (to include site preparation and demolition works) will commence on site until all relevant documents set out above have been approved by the London Borough of Tower Hamlets in writing.
- I confirm we will keep the Construction Management Plan and Site Environmental Management Plan up-to-date and will resubmit the plans to the Council for approval if and when changes are needed.
- I confirm we will comply with the Code of Construction Practice and any S61 Consent (or S60 Notice issued under the Control of Pollution Act 1974), or any documents required as part of a relevant condition relating to construction phase.
- I confirm we agree to pay the Construction Management Plan Fee as set out in the Non-Statutory Fees & Charges for Building Control, Land Charges and Planning.

NOTICE: It is essential that the person signing this document on behalf of the Developer has the authority to do so as this document will be used for the purpose of ensuring compliance with the planning permission and associated conditions.

**Representative of the developer:** .....

**Name:** .....

**Position:** .....

**Email:** .....

**Address:** .....

**Signature:** .....

**Date:** .....