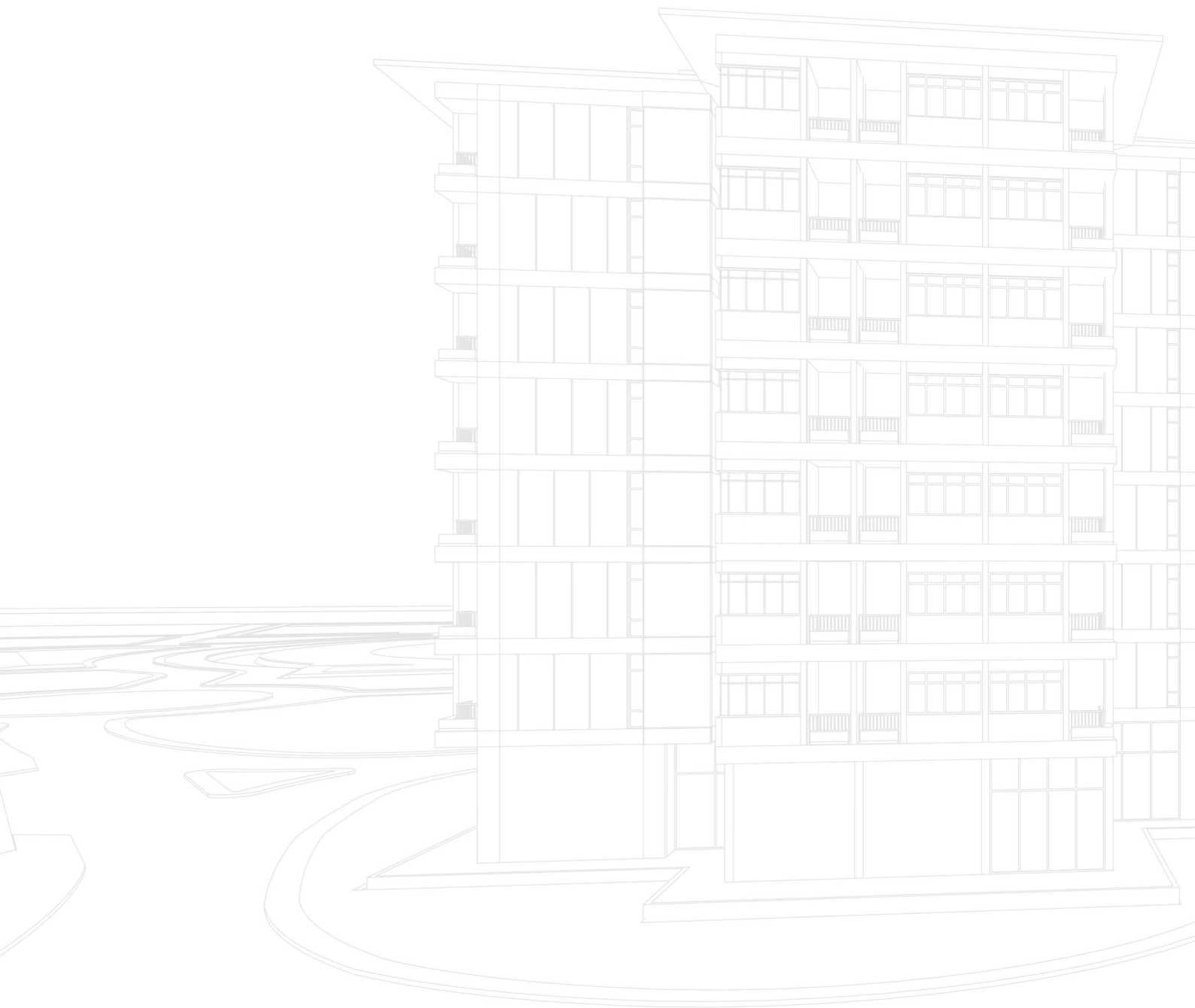




# Code of Practice

March 2017



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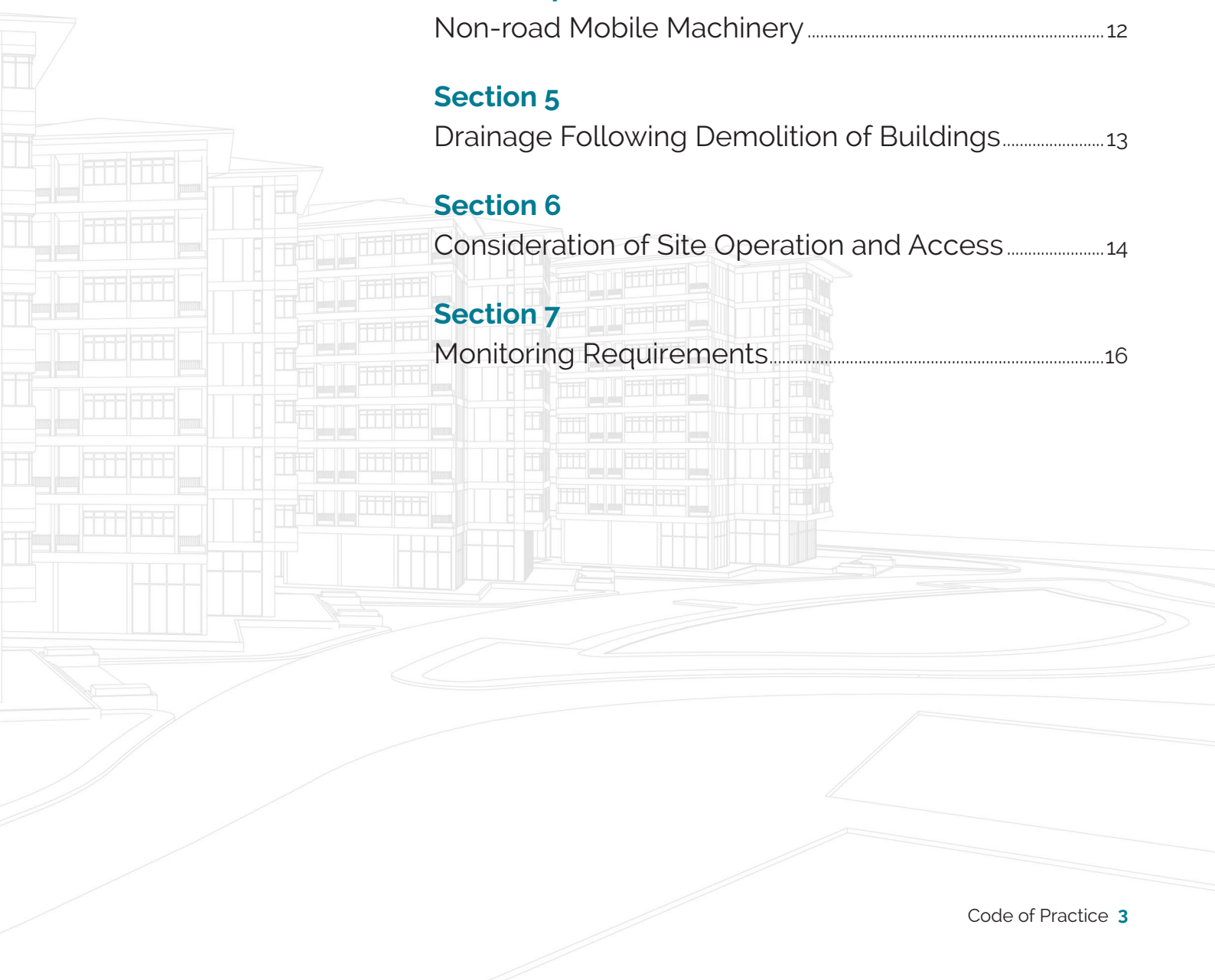
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# Section 1 Introduction

This Code of Practice provides advice to assist developers and their contractors to ensure that they undertake their works using best practice and thereby reducing their impact on local communities.

## 1. Background

- 1.1** There is a need to ensure that residents and businesses are protected from environmental disturbance during the construction of both major and smaller developments.
- 1.2** This Code of Practice provides advice to assist developers and their contractors to ensure that they undertake their works using best practice and thereby reducing their impact on local communities.
- 1.3** The Code of Practice (Code) is the policy of this local authority and will be attached to relevant planning approvals and building control applications and circulated to contractors working within the borough.
- 1.4** Noise and environmental nuisance, can also be controlled through the Control of Pollution Act 1974 Sections 60 & 61 and also through the Environmental Protection Act 1990 Section 80.
- 1.5** The Code is also intended to provide guidance to contractors in circumstances where there is no need to implement the formal procedure detailed in Section 61 of the Control of Pollution Act 1974. It is also not intended to supersede any other published guidance.
- 1.6** A local authority may serve a legal notice imposing noise requirements (including vibration) as to the way in which the works are to be carried out. The person served with a notice is guilty of an offence under the relevant act if, without reasonable excuse, any requirement of the notice is contravened.
- 1.7** Adherence to this Code will demonstrate a positive attitude and commitment towards minimising environmental disturbance to local residents.
- 1.8** The contractor should always comply with statutory provisions.

## 2. Purpose of the Code

- 2.1** The purpose of this Code of Practice is to ensure that disturbances due to noise, vibration, dust, smoke and other pollutants arising from demolition and construction works on all building sites, including the public highway, are kept to an acceptable level without the imposition of unnecessary or unduly onerous restrictions on contractors.
- 2.2** It is also intended to provide guidance on the development of a Construction Logistics Plan (CLP), to ensure that the negative effects of vehicle movements are minimised and safety considerations, particularly relating to the safety of vulnerable road users, are addressed.
- 2.3** The formal requirement for CLPs will be undertaken through the planning process. This Code does not aim to replace this requirement, but to supplement it by providing clear, additional guidance to developers and contractors.
- 2.4** Some sites, depending upon their location and sensitivity, will be expected to submit a CLP for formal planning approval for a development within the borough. Where a CLP is requested, failure to comply could lead to an enforcement notice being served on the development. Sites without a formal CLP should adhere to the principles within this Code.
- 2.5** This code also outlines emissions controls for Non-Road Mobile Machinery (NRMM), introduced by the Greater London Authority (GLA) to help mitigate the significant contribution by developments and their NRMM on poor air quality.
- 2.6** The term "construction works" in this Code applies to site activities; preparation, demolition, excavation, tunnelling works, building operations, structural alteration and maintenance and transportation of materials and spoil to, or from the site. Contact your Council for advice on their requirements for the demolition of buildings.
- 2.7** If contractors seek to vary the provisions of the Code, this must be done in consultation with the local authority prior to implementation.
- 2.8** Although all contractors are expected to adopt the full provisions of the Code, it may not be appropriate to apply all the provisions to some smaller developments. However, all developers should adopt best practice.
- 2.9** In addition it is vital that sites consider the combined impact of other developments, please see the guidance document on Construction Logistics Plan for further details.

The purpose of this Code of Practice is to ensure that disturbances due to noise, vibration, dust and smoke arising from demolition and construction works are kept to an acceptable level.

Prior to any works starting, the contractor shall inform occupiers of all properties which may be affected by noise, dust or vibration arising from construction works.

### 3. Protection of the Public and Buildings

- 3.1** The contractor should ensure that measures are taken to protect residents, users of buildings close by and passers by from nuisance or harm.
- 3.2** Contractors should be aware that the Health and Safety Executive (HSE) are responsible for enforcing safety legislation on demolition and construction sites. For advice contact the HSE.
- 3.3** Contractors should be aware that Building Control officers are responsible for enforcing safety legislation in relation to dangerous structures. If called to a site to investigate, remove and or make good what may be considered to be a danger to the public e.g. unsafe hoardings, the owner of the site will be responsible for the payment of costs in relation to the service. For advice phone your local Building Control section.

### 4. Publicity

- 4.1** Prior to any works starting, the contractor shall inform occupiers of all properties which may be affected by noise, dust or vibration arising from construction works of the nature of the works, proposed hours of work and their expected duration. In particular, it is recommended that a notice be placed in a conspicuous position, informing local residents of the hours of work.
- 4.2** In all instances publicity should include the name and telephone number of a main contact within the contractor's organisation who is able to give further information and deal with any complaints or emergencies that may arise at any time.

## 5. Hours of Work

**5.1** Where residential occupiers are likely to be affected by noise, the hours of noisy works shall normally be restricted to:

**Monday-Friday:** 8.00a.m.-6.00p.m.

**Saturday:** 8.00a.m.-1.00p.m.

**Sunday and Bank Holidays:** No noisy activities on site

**5.2** Check with the local authority as there may be additional conditions set e.g. planning conditions further limiting hours of work. Sites wishing to explore the option to request that some deliveries are made outside these times using quiet delivery techniques to avoid contributing to peak hour congestion should contact your council to discuss the circumstances where this is permissible.

**5.3** Instructions should be given to ensure that vehicles and plant arriving at and leaving the site comply with the stated hours of work, unless a specific alternative agreement has been reached.

**5.4** For any noisy works where there is a direct impact upon surrounding properties within the specified times, the site manager should make contact with the neighbour to consult on the duration, extent and impact of the works to see if an informal agreement can be reached to minimise the duration of these works or carry them out at specific times.

Prior agreement for works involving any deviation from this Code of Practice should be sought from your local authority, prior to the works commencing.



## Section 2 Noise and Vibration

Plant shall be maintained in good working order so that extraneous noise from mechanical vibration, creaking and squeaking is kept to a minimum.

### 6. Variation from Normal Working Hours

- 6.1** It is recognised that there may be circumstances where the restriction on hours of work in 6.1 cannot be adhered to. In these circumstances the contractor will be required to justify fully any proposed deviation from this Code of Practice and provide written justification to the local authority before any works start outside normal hours.
- 6.2** The local authority will confirm all agreed variations in writing to the contractor.
- 6.3** Further mitigation measures may be required for out-of-hours noise control.
- 6.4** Prior agreement for works involving any deviation from this Code of Practice should be sought from your local authority, prior to the works commencing.

### 7. Plant and Equipment

- 7.1** Noisy plant or equipment shall be situated as far as possible from noise sensitive buildings. Barriers (e.g. site huts, acoustic sheds or partitions) to reduce noise reaching noise sensitive buildings shall be employed where practicable. Old buildings around the site perimeter waiting to be demolished can provide effective noise screening.
- 7.2** The following provisions should be adhered to wherever practicable:-
- Vehicles and mechanical plant used for the purpose of the works shall be fitted with effective exhaust silencers, maintained in good and efficient working order and operated in such a manner as to minimise noise emissions. The contractor shall ensure that all plant complies with the relevant statutory requirements.
  - Machines in intermittent use should be shut down or throttled down to a minimum when not in use.
  - Compressors should be fitted with properly lined and sealed acoustic covers which should be kept closed whenever in use. Pneumatic percussive tools should be fitted with mufflers or silencers of the type recommended by the manufacturers.
  - Equipment which breaks concrete, brickwork or masonry by bending or bursting or "nibbling" shall be used in preference to percussive tools where practicable. Avoid the use of impact tools where the site is close to occupied premises.



- Where practicable, rotary drills and bursters activated by hydraulic, chemical or electrical power shall be used for excavating hard or extrusive material.
- Where practicable, equipment powered by mains electricity shall be used in preference to equipment powered by internal combustion engine or locally generated electricity.
- Neither any part of the works nor any maintenance of plant shall be carried out in such a manner as to cause unnecessary noise or vibration except in the case of an emergency when the work is absolutely necessary for the saving of life or property or the safety of the works.
- Plant shall be maintained in good working order so that extraneous noise from mechanical vibration, creaking and squeaking is kept to a minimum.
- Noise emitting machinery which is required to run continuously shall be housed in a suitable acoustic lined enclosure wherever practicable.
- Communication with neighbouring residents is essential to ensure any noise impacts are reduced as far as is practicable.

Care should be taken to reduce noise when loading or unloading vehicles or dismantling scaffolding or moving materials etc.

**7.3** Care should be taken to reduce noise when loading or unloading vehicles or dismantling scaffolding or moving materials etc.

## 8. Piling

**8.1** The noise sensitivity of the area should be considered when determining the method of piling to be used. The local authority should be consulted on the chosen method.

**8.2** Sheet piling should, wherever practicable, be carried out using hydraulically operated or vibratory hammers.

**8.3** The use of conventional impact hammers should, wherever possible, be avoided.

**8.4** Where surface contamination is present on site, appropriate piling techniques should be adopted.

## 9. Monitoring

**9.1** Dependent on the nature and works on the site the Local Authority may require monitoring of noise and vibration. These arrangements will need to be discussed and agreed prior to the commencement of any work carried out on site.

## Section 3 Dust and Air Pollution

The contractor shall ensure that the area around the site, including the public highway, is regularly and adequately swept to prevent any accumulation of dust and dirt.

### 10. Dust and Air Pollution

- 10.1** Burning of materials on site shall not be permitted.
- 10.2** Emphasis should be placed on using methods that do not cause unnecessary emissions (e.g. dust smoke).
- 10.3** Dust pollution will be minimised during demolition by the complete screening, if practicable, of the building or structure to be demolished with debris screens or sheets.
- 10.4** A dust suppression system should be operated where necessary to minimise dust transfer into neighbouring premises. Wheel wash facilities should be provided on larger sites. Contact the local authority for their requirements.
- 10.5** Stockpiles of earth shall be damped down or otherwise suitably treated to prevent the emission of dust from the site. Stockpiles should be planned and sited to minimise the potential for dust generation. The handling of spoil should be kept to a minimum and when materials are deposited onto a stockpile it should be from the minimum possible height.
- 10.6** The contractor shall ensure that the area around the site, including the public highway, is regularly and adequately swept to prevent any accumulation of dust and dirt.
- 10.7** Where possible, skips and removal vehicles shall be properly sheeted when leaving the site. Watering of rubble chutes shall be undertaken where necessary to prevent dust emissions.
- 10.8** The contractor should take all necessary precautions to prevent smoke emissions or fumes from plant or stored fuel oils. In particular, measures should be taken to ensure that all plant is well maintained and not left running for long periods when not in use.

## 11. Asbestos

- 11.1** The contractor shall consult with the Health and Safety Executive when removing asbestos materials.

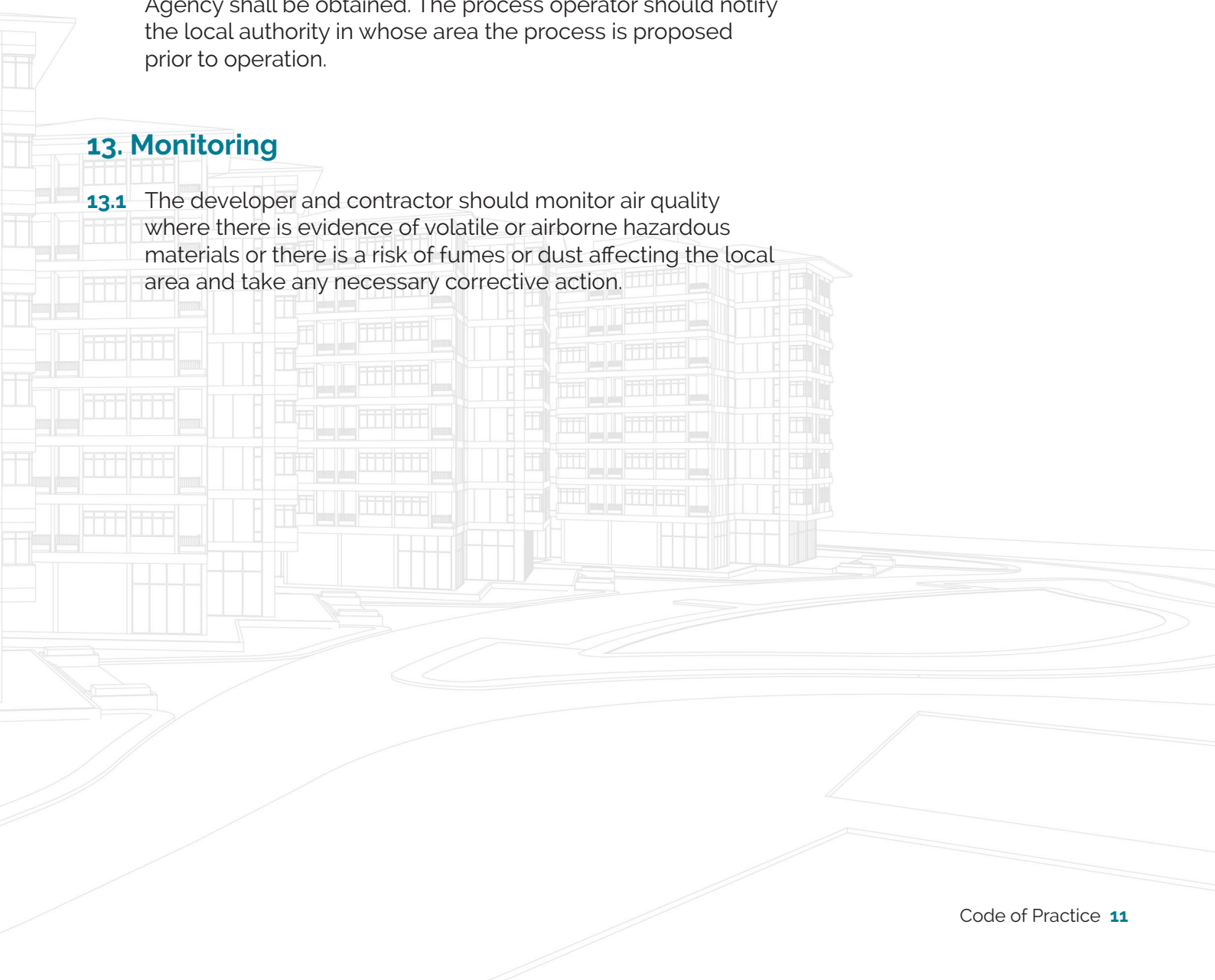
## 12. Crushing Machines

- 12.1** Reuse and recycling of materials on site or for neighbouring sites is encouraged where it can reduce the amount of logistics activity. Where this is planned it should be referenced in the Construction Logistics Plan.
- 12.2** Any plant used for the crushing of materials should be issued with an Environmental Permit by a local authority. All work should be carried out in accordance with the conditions of the Permit. Where plant is used to recycle materials, the appropriate Environmental Permit from the Environment Agency shall be obtained. The process operator should notify the local authority in whose area the process is proposed prior to operation.

Any plant used for the crushing of materials should be issued with an Environmental Permit by a local authority.

## 13. Monitoring

- 13.1** The developer and contractor should monitor air quality where there is evidence of volatile or airborne hazardous materials or there is a risk of fumes or dust affecting the local area and take any necessary corrective action.



# Section 4 Non-road Mobile Machinery

Although the requirements do not apply to all sites, and only to NRMM of net power between 37kW and 560kW, it is good practice to apply the same standard to all sites and all categories of NRMM.

## 14. Scope

- 14.1** Non-road mobile machinery (NRMM) is defined as any mobile machine or vehicle that is not intended for carrying passengers or goods on the road. Examples of non-road mobile machinery include, but are not limited to; generators, bulldozers, pumps, mobile cranes, fork lifts and other construction machinery.
- 14.2** NRMM of net power between 37kW and 560kW used in London will be required to meet the standards set out below.
- 14.3** Major development sites are defined in the London Plan as a residential development of 10 or more dwellings, or having an area of 0.5 hectares or more where number of dwellings is not known; or any development carried out on a site having an area of 1 hectare or more, or floor space of 1000 square metres or more.

## 15. Requirements

- 15.1** NRMM used on major construction sites within Greater London are required to meet at least Stage IIIA of EU Directive 97/68/EC and NRMM on all sites within either the Central Activity Zone or Canary Wharf (CAZ/CW) are required to meet Stage IIIB.
- 15.2** All major development sites in Greater London and all sites within either the Central Activity Zone or Canary Wharf (CAZ/CW) must keep an inventory on site of all NRMM between 37kW and 560kW in use on site.
- 15.3** Further information on how to comply with these standards is available at <http://nrmm.london/>

# Section 5

## Drainage Following Demolition of Buildings

### 16. Drainage

- 16.1** Following the demolition of a building the disused drains must be “sealed off” at the junction with the sewer under the public road. Generally the local authority will not allow you to re-use old drainage systems for new buildings. However in certain cases this may be permitted subject to a satisfactory closed circuit television (CCTV) survey.
- 16.2** The local authority may require you to conduct a CCTV survey and may itself be able to provide a CCTV service. Additional services may be available such as carrying out a drain seal off service by remote control without the unnecessary expense and disruption of digging up the public road. These services are chargeable.

Following the demolition of a building the disused drains must be “sealed off” at the junction with the sewer under the public road.



# Section 6 Consideration of Site Operation and Access

Delivery vehicles will be required to travel using the appropriate road network which is best suited to this type of heavy traffic. Specified routes and timings should be agreed with the local authority.

## 17. Site Access

- 17.1** Delivery vehicles will be required to travel to site using the roads on the network which are best suited to this type of heavy traffic. Specified routes and timings should be agreed with the local authority.
- 17.2** The following issues must be addressed:
- Avoid negative impacts to traffic flows to minimise associated congestion in the surrounding area.
  - Provide location of site access points, unloading points, any storage areas within site, the locations of hoists, cranes and location of noise sensitive adjacent properties in advance to contractors and delivery drivers.
  - Provision of appropriately trained traffic marshals and banksmen to implement all necessary safety precautions on site and at the recognised access / exit points.

## 18. Design

- 18.1** Ensure new developments include appropriate servicing facilities and off-street loading bays, where practicable.
- 18.2** Make sure collection and delivery will take place away from main roads and bus and tram routes. Assess the physical constraints of the site, including:
- On-site turning space allocation
  - Size of loading bays
  - Queuing facilities
  - Complete a swept path analysis showing how freight vehicles will access the site
  - Conduct a risk assessment of loading points
  - Audit local traffic management regulations and consider the likely impacts for freight.
- 18.3** Other design factors you could consider:
- Interior design factors e.g. is sufficient storage provided?
  - What security measures are needed? E.g. staff presence, CCTV, barrier control, advance booking system etc.

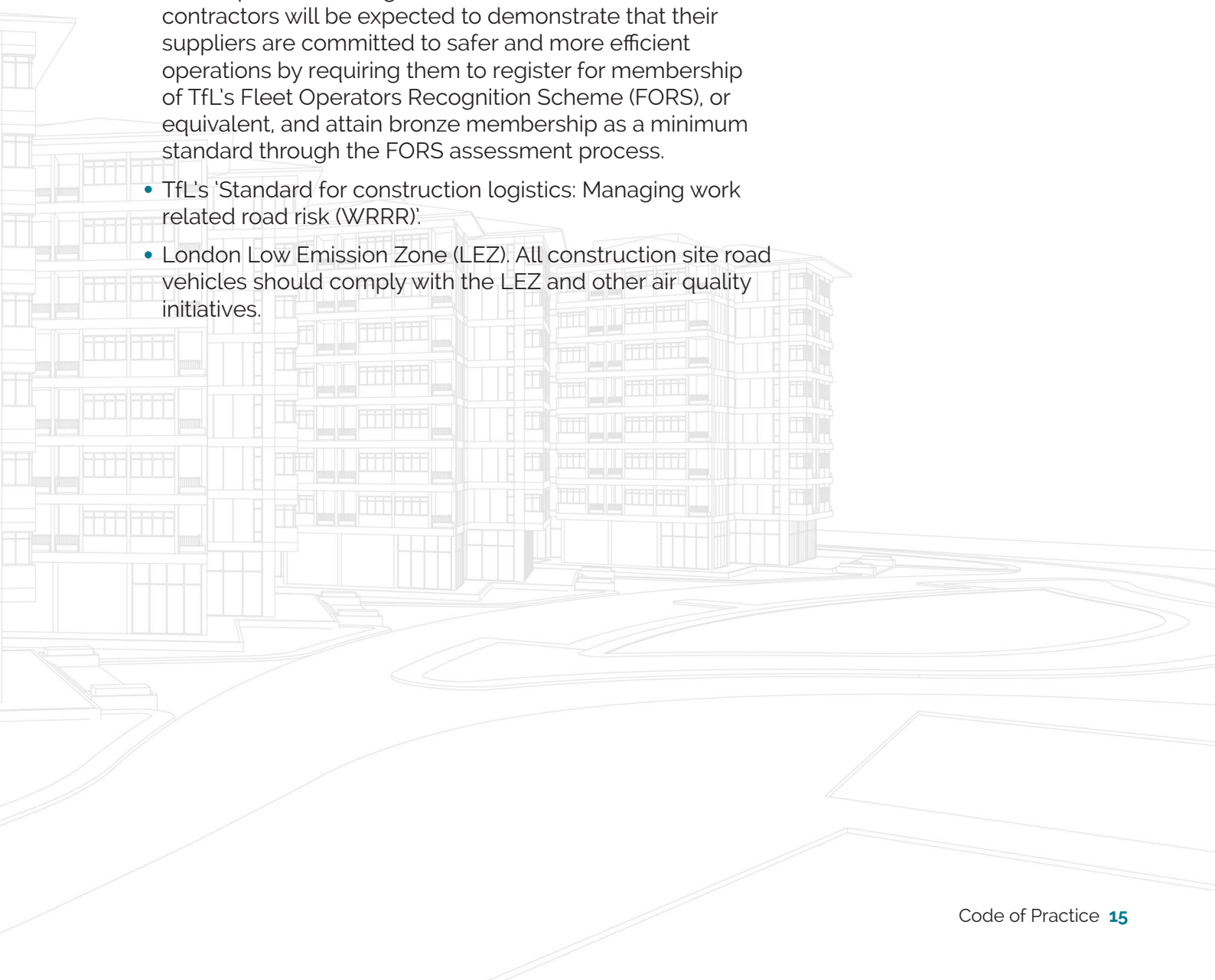
## 19. Staff Travel Plan

- 19.1** A travel plan for all staff on site should be included in any CLP, this should include specific measures to encourage use of sustainable modes of transport and an appropriate monitoring regime with set targets.

## 20. Supply Chain Management

- 20.1** Large or sensitive sites may be required to submit details of the supply chain and its management within the CLP as part of the planning process.
- 20.2** Various standards and tools are available to help developers and contractors demonstrate their commitment to good practice. For example:
- Fleet Operators Recognition Scheme (FORS) Main contractors will be expected to demonstrate that their suppliers are committed to safer and more efficient operations by requiring them to register for membership of TfL's Fleet Operators Recognition Scheme (FORS), or equivalent, and attain bronze membership as a minimum standard through the FORS assessment process.
  - TfL's 'Standard for construction logistics: Managing work related road risk (WRRR)'
  - London Low Emission Zone (LEZ). All construction site road vehicles should comply with the LEZ and other air quality initiatives.

Large or sensitive sites may be required to submit details of the supply chain and its management within the CLP as part of the planning process.



# Section 7 Monitoring Requirements

We recommend that a delivery booking and tracking system is used to provide detailed evidence about the number and type of delivery vehicles and the efficiency and accuracy of the deliveries carried.

## 21. Monitoring Framework

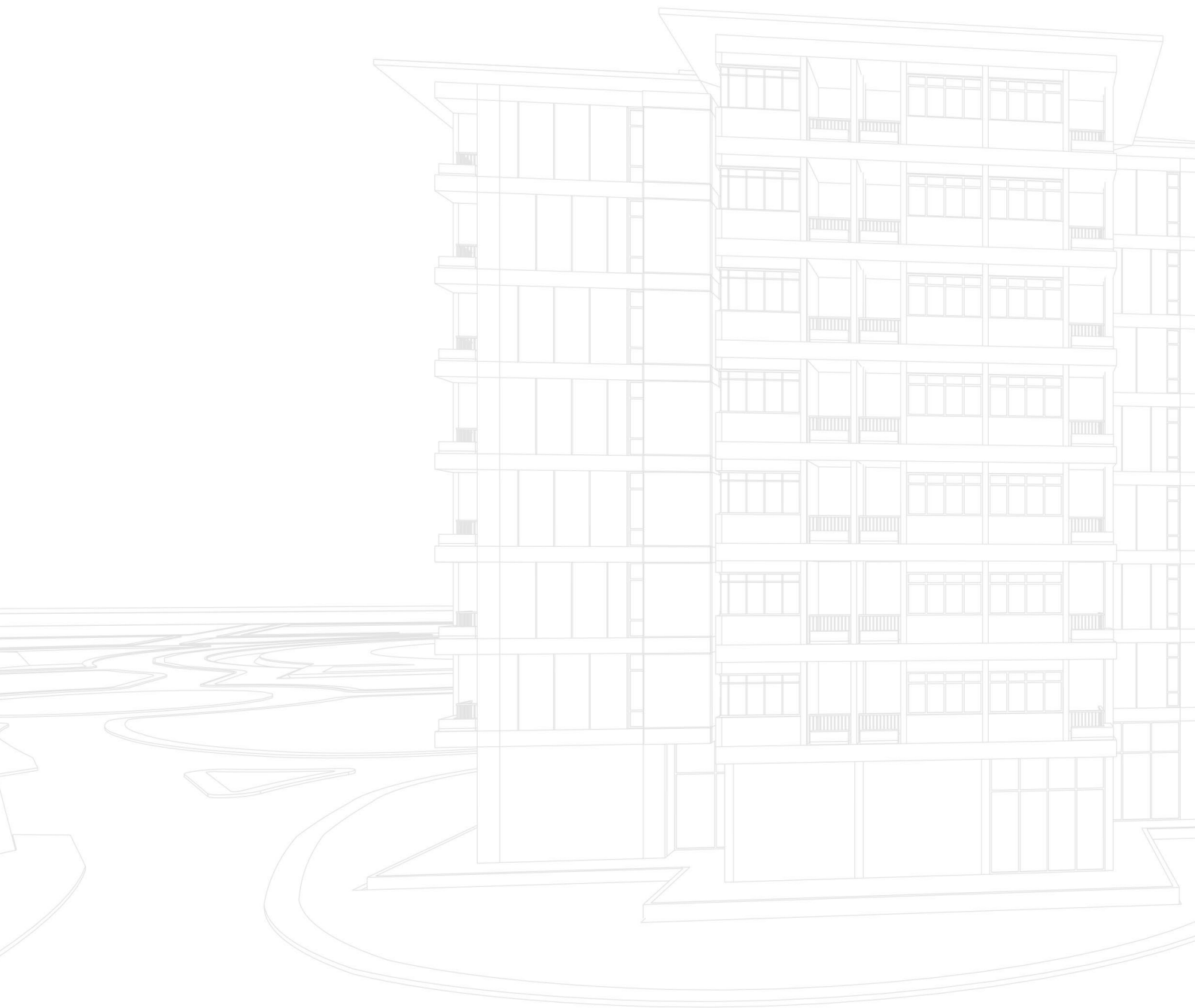
- 21.1** Ongoing monitoring of the CLP is a requirement throughout the development and the data collection is the responsibility of each individual site.
- 21.2** Data should be collected on a continual basis to allow interim reporting.
- 21.3** We recommend that a delivery booking and tracking system is used to provide detailed evidence about the number and type of delivery vehicles and the efficiency and accuracy of the deliveries carried. The booking-in system used on site will need to be maintained and be open to review by the council and any other authority wishing to scrutinise it. It is important that a record of the vehicle movements to and from site for the full duration of the development is kept. If you are unsure of the type of information required please contact The Council prior to the submission of the actual CLP for approval.
- 21.4** Reporting should be at regular intervals as agreed by the local authority and backed up by agreed regular meetings.
- 21.5** Matters concerning transportation, deliveries and parking should be raised during consultation with neighbouring residents.



# Contacts



# Notes







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