

APPENDIX A: CHECKLISTS

CHECKLIST A: CODE OF CONSTRUCTION PRACTICE - LEVEL 1 AND LEVEL 2 DEVELOPMENTS

The following information is required to confirm compliance with the Code of Construction Practice dated February 2022 (“CoCP”) for the following project:

Project name*: Westmead.....

Project address*: 4 Tavistock Road, Notting Hill, London, W11 1BA
.....

Planning reference no.*: 22/07921/COFUL.....
*: Please provide the information in block letters

NOTICE: THIS IS A LEGALLY BINDING DOCUMENT

which creates a legally enforceable relationship between the Signatory below and Westminster City Council. **It is essential that the person signing this document on behalf of the Developer has the authority to do so on the Developer’s behalf, thus creating legal obligations on behalf of the Developer.**

There are two main documents that must be provided to the council. These are:

- Site Environmental Management Plan (SEMP)
- Application for consent under Section 61 of the Control of Pollution Act 1974

The list below provides the specific details of what is required within each document. 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. This form should be returned to the Council’s Environmental Inspectorate team at: cocp@westminster.gov.uk

Relevant Document	Item to be included	Yes (please tick)	Not applicable, please explain why
Site Environmental Management Plan Part A	General site information		
	Programme of works (demolition and construction)	y	
	Working hours	y	
	Demolition and construction (e.g. piling) methodology	y	
	Site Plan, including storage areas	y	
	Environmental management structure	y	
	Roles and responsibilities	y	
	Statement to confirm sign up to Considerate Constructors Scheme	y	
	Summary of main works	y	
	Liaison with the local neighbourhood	y	
	Liaison with other sites to manage cumulative impacts	y	
	Tree Protection Measures	y	
Site Environmental Management Plan Part B	Traffic, Transport and Highways Management Plan		
	Plan showing location of any potential vulnerable road users on access/egress route and adjacent to site	y	
	Construction traffic arrangements, access/egress to/from site	y	
	Measures to ensure cycle safety	y	
	Use of highway (for skips, scaffolding, gantries, pitlanes, etc.)	y	
	Hoarding proposal incl. lighting of the hoarding		
	Need for road closures, parking suspension / transport of abnormal loads	y	
Potential for river transport/removal of spoil	n/a		
Site Environmental Management Plan Part C	Environmental Management Plan		
	Plan showing location of any potentially sensitive receptors	y	
	Noise and vibration management plan	y	
	Noise site risk assessment (LANAF methodology)	y	

	Noise and vibration mitigation measure	y	
	Dust risk assessment	y	
	Air quality dust management plan	y	
	Dust and air pollution mitigation measures		
	Monitoring proposals, to include: Plans showing noise/vibration and dust monitoring location; trigger / action values and analysis methods; procedures for recording and reporting monitoring results; remedial action in the event of any non-compliance		
	Waste management (to include SWMP, storage, handling, asbestos, contaminated land)	y	
	Construction site lighting proposal		
Application for Section 61 consent	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 the Site Environmental Management Plan (SEMP) will be provided to Westminster City Council with the submission of this Appendix A at least 40 working days and a section 61 CoPA application at least 28 days prior to the commencement of development (to include site preparation works).
- I confirm that work on the development (to include site preparation works) will not commence on site until such time as the SEMMP has been approved by Westminster City Councils Highways and Environmental Sciences Team in writing, the Appendix A has been signed off by the CoCP Officer and the relevant planning condition has been discharged.
- I confirm we will comply with the CoCP and the SEMMP, and any condition relating to construction management and understand we could be subject to enforcement action should the CoCP and/or SEMMP not be complied with.
- I confirm we agree to pay the relevant fees as set out in Appendix D of the CoCP in full for the duration of the development prior to the countersigning of the Appendix A by Westminster's CoCP Officer.
- I confirm that I will inform the Council in writing when the development has been completed by sending the certificate of completion / or when the phase of the development has been completed by appropriate means.

- I confirm I understand this document constitutes an agreement between Westminster City Council and the applicant:

Representative of the developer*:

NAME: James Carvalho
 POSITION: Construction Manager
 ADDRESS: Willmott Dixon Construction, 80 Wilbury Way, Hitchin,
 Hertfordshire, SG40TP

Signature: 
 Date: 25/09/23

*: Please provide the information in block letters

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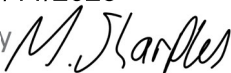
Planning Reference Number: 22/07921/COFUL

Demolition Phase Approved by Environmental Inspectorate

Dated:
 Signed by:




Earthwork & Piling Phase Approved by Environmental Inspectorate

Dated: 23/11/2023
 Signed by 

~~Westminster City Council
 Environmental Inspectorate
 CoCP Appendix A approved~~

Construction Phase Approved by Environmental Inspectorate

Dated: 23/11/2023
 Signed by 

~~Westminster City Council
 Environmental Inspectorate
 CoCP Appendix A approved~~

APPENDIX A

CHECKLIST B: CODE OF CONSTRUCTION PRACTICE – BASEMENTS

The following information is required to confirm compliance with the Code of Construction Practice dated February 2022 (“CoCP”) for the following project:

Project name*: Westmead

Project address*: 4 Tavistock Road, Notting Hill, London, W11 1BA
.....

Planning reference no.*: 22/07921/COFUL

*: Please provide the information in block letters

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which creates a legally enforceable relationship between the Signatory below and Westminster City Council. **It is essential that the person signing this document on behalf of the Developer has the authority to do so on the Developer’s behalf, thus creating legal obligations on behalf of the Developer.**

A Construction Management Plan (CMP) must be provided to Westminster City Council. The list below provides the specific details of what is required within this document. Please place a tick against every item in each category to confirm that relevant information will be provided within the CMP to demonstrate compliance with the CoCP. If the item is not considered applicable, please explain why. This form should be returned to the Council’s Environmental Inspectorate Team at cocp@westminster.gov.uk

Items to be included	Yes (please tick)	Not applicable, please explain why
General site information	y	
Programme of works (demolition and construction)	y	
Working hours	y	
Demolition and construction (e.g. piling) methodology	y	
Site Plan (including storage area) and monitoring equipment (if required)	y	
Plan showing location of any potentially sensitive receptors	y	
Plan showing location of any potential vulnerable road users on access/egress route and adjacent to site	y	
Liaison with the local neighbourhood including Party Wall agreements	y	
Liaison with other sites to manage cumulative impacts	y	
Environmental management structure	y	
Roles and responsibilities	y	
Statement to confirm sign up to Considerate Constructors Scheme	y	
Summary of main works	y	
Use of the highways (for skips, hoarding etc.)	y	
Construction traffic arrangements, access/egress to/from site	y	
Road closures/ abnormal loads	y	
Noise and vibration management plan	y	
Air quality dust management plan	y	
Non-Road Mobile Machinery compliance	y	
Waste management arrangements	y	
Tree Protection	y	

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 the Construction Management Plan (CMP) will be provided to Westminster City Council with the submission of this Appendix A at least 40 working days prior to the commencement of development (to include site preparation works).
- I confirm that work on the development (to include site preparation works) will not commence on site until such time as the CMP has been approved by Westminster City Councils Highways and Environmental Sciences Team in writing, the Appendix A has been signed off by the CoCP Officer and the relevant planning condition has been discharged.
- I confirm we will comply with the CoCP and the CMP, and any condition relating to construction management and understand we could be subject to enforcement action should the CoCP and/or CMP not be complied with.

- I confirm we agree to pay the relevant fees as set out in Appendix D of the CoCP in full for the duration of the development prior to the countersigning of the Appendix A by Westminster's CoCP Officer.
- I confirm that I will inform the Council in writing when the development has been completed by sending the certificate of completion / or when the phase of the development has been completed by appropriate means.
- I confirm I understand this document constitutes an agreement between Westminster City Council and the applicant:

Representative of the developer*:

NAME: James Carvalho
 Position: Construction Manager
 ADDRESS: Willmott Dixon Construction, 80 Wilbury Way, Hitchin,
Hertfordshire, SG40TP

Signature: 
 Date: 25/09/23

*: Please provide the information in block letters

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Planning Reference Number:

Demolition Phase Approved by Westminster's CoCP Officer

Dated:
Signed by:

Earthwork & Piling Phase Approved by Westminster's CoCP Officer

Dated:
Signed by

Construction Phase Approved by Westminster's CoCP Officer

Dated:
Signed by