

CITY OF WESTMINSTER			
PLANNING APPLICATIONS COMMITTEE	Date 2 May 2017	Classification For General Release	
Report of Director of Planning		Ward(s) involved West End	
Subject of Report	25 ST ANSELM'S PLACE, LONDON, W1K 5AF		
Proposal	Demolition of existing building and replacement with a new enlarged single family dwelling with integrated basement accommodation, including underpinning works to both adjoining properties, 24 and 26 St Anselm's Place.		
Agent	Nathaniel Lichfield & Partners		
On behalf of	Karrow I.O.M Ltd		
Registered Number	17/00524/FULL	Date amended/ completed	31 January 2017
Date Application Received	23 January 2017		
Historic Building Grade	Unlisted		
Conservation Area	Mayfair		

1. RECOMMENDATION

Grant conditional permission.

2. SUMMARY

25 St Anselm's Place is an unlisted building located within the Mayfair Conservation Area and the Core Central Activities Zone (CAZ). It is a building that is in residential use as a 3-bedroom single dwelling house comprising two storeys, with an integral garage at ground floor level. There is a large garden to the rear.

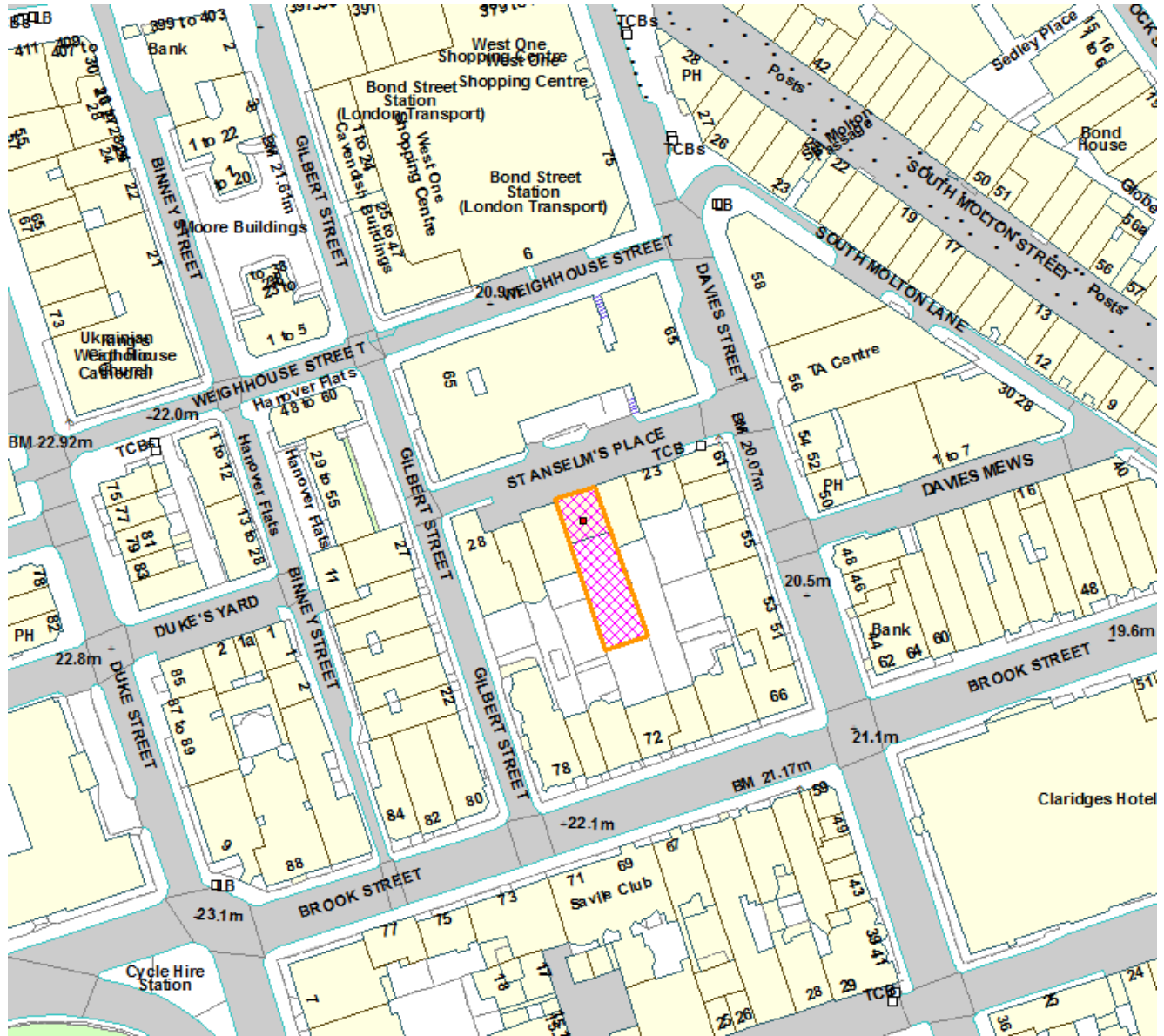
Planning permission is sought for the complete demolition of the existing property and its replacement with an enlarged dwelling comprising of basement, ground and two upper floors.

The key issue for consideration is;

- The impact of the replacement dwelling upon the amenity of neighbouring residents.

The application is considered acceptable in land use, amenity, design and conservation terms, and highways terms and is in accordance with the policies set out in the Unitary Development Plan (UDP) and Westminster's City Plan (City Plan).

3. LOCATION PLAN



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4. PHOTOGRAPHS

Photograph 1. Front elevation of building



Photograph 2. Rear elevation of building



5. CONSULTATIONS

RESIDENTS SOCIETY OF MAYFAIR & ST. JAMES'S

Any response will be reported verbally

ARBORICULTURAL SECTION

No objection following a legible version of a plan showing the location of the trial trenches.

BUILDING CONTROL

No objection

CROSSRAIL

Any response will be reported verbally

HIGHWAYS PLANNING

No objection

ADJOINING OWNERS/OCCUPIERS AND OTHER REPRESENTATIONS RECEIVED

No. Consulted: 16

Total No. of replies: 2

No. of objections: 2

No. in support: 0

Objections on the following grounds:

- Amenity, including overshadowing, daylight and sunlight and general outlook, and loss of privacy through overlooking.
- Demolition of the building and potential impact of this on adjoining properties
- Unspecific reference to the conservation area.
- Disruption during building works, including adverse impact on traffic and road access, with reference to problems caused by the Crossrail development, including noise nuisance
- Basement works are likely to impact on safety on the surrounding area due to digging, in addition to the Crossrail development.

PRESS ADVERTISEMENT / SITE NOTICE: Yes

6. BACKGROUND INFORMATION

6.1 The Application Site

25 St Anselm's Place is an unlisted building located within the Mayfair Conservation Area and the Core Central Activities Zone (CAZ). It is a building that is in residential use comprising of three bedrooms at first floor and living rooms and integral garage at ground

floor level. There is a garden extending to the rear which contains a large mature London Plane tree within it. The Crossrail development site is located to the front (north) of the site.

6.2 Recent Relevant History

None relevant.

7. THE PROPOSAL

Planning permission is sought for the complete demolition and replacement of the existing single family dwelling. The replacement building will comprise of four storeys including a new basement and new second floor. The proposals indicate that the integral garage is to be retained and six bedrooms to be provided. The London Plane tree in the rear garden will be retained. The excavation of the new basement level will require the underpinning of both adjoining properties.

8. DETAILED CONSIDERATIONS

8.1 Land Use

Residential use

25 St. Anselm's Place is lawfully a residential property. The principle of redeveloping this building for residential purposes is acceptable in land use terms. The existing Gross Internal Area (GIA) of the existing building is 194m² and the proposed is 426.6m². The proposals seek to increase the amount of residential floorspace by 232.6m² GIA and accords with Policy H3 and City Plan policy S14. It is considered that the replacement dwelling would provide a good standard of accommodation.

The increase in residential floorspace does not trigger the requirement to provide a proportion of affordable housing within this scheme.

8.2 Townscape and Design

Notwithstanding the vague objection to the proposal's impact on the conservation area, the replacement building is considered to make an equal or better contribution to the Mayfair Conservation Area. The demolition of the existing building is acceptable in principle, subject to an acceptable replacement building.

In height and bulk terms the replacement building would be only slightly higher than the existing ridge and only marginally higher than one of the adjoining properties and as such is considered to be acceptable. Although the replacement building projects back beyond the existing rear elevation, this is considered to be acceptable subject to detail.

The replacement building is considered acceptable in terms of its detailed design, height, bulk and choice of traditional building materials.

8.3 Residential Amenity

Objections have been received from the occupier of 26 St Anselm's Place including overshadowing, daylight, sunlight and outlook. An objection on behalf of Hatfield Estates at 72 Brook Street raises privacy issues.

Sunlight and Daylight

A daylight and sunlight assessment has been submitted with the application which assesses the impact of the development with regard to BRE guidelines for daylight and sunlight to new and existing developments. The submitted report considers the impacts of the proposals on nearby sensitive properties including the adjoining residential properties at 24 and 26 St Anselm's Place, and 74 Brook Street at the rear. The Crossrail development site is located to the front (north) of the site. An objection citing loss of daylight/sunlight have been received from 26 St Anselm's Place.

Daylight

Under the BRE guidelines the amount of daylight received to a property may be assessed by the Vertical Sky Component which is a measure of the amount of sky visible from the centre point of a window on its outside face. If this achieves 27% or more, the window will have the potential to provide good levels of daylight. For buildings that neighbour a new development, the guidance suggests that daylight may be adversely affected by the development if its windows achieve a VSC below 27% and have their levels reduced to less than 0.8 times their former value.

The report states that the proposed dwelling will still be positioned behind the line of the rear elevation of the adjoining property to 26 St Anselm's Place and therefore none of its windows will be affected. The objection cannot be supported in this regards.

The report demonstrates that the windows serving the adjoining property to No. 24 achieve compliance with the BRE guidelines in respect of VSC assessment. There are losses to daylight levels, however considering the maximum VSC reduction is 0.04 (to what appears to be a bedroom at first floor level), and it is not considered that the impact of the proposals would be significant.

The objections on the losses to daylight levels at neighbouring properties cannot be supported and the proposed scheme is unlikely to have a material impact upon the living conditions of neighbouring occupiers in terms of daylight.

Sunlight

In terms of sunlight, the BRE guidance states that if any window receives more than 25% of the Annual Probable Sunlight Hours (APSH, where the total APSH is 1486 hours in London), including at least 5% during winter months (21 September to 21 March) then the room should receive enough sunlight. The BRE guide suggests that any reduction in sunlight below this level should be kept to a minimum. If the level of sunlight received is below 25% (and 5% in winter), the loss is greater than 20% either over the whole year or just during winter months and the loss over the whole year exceeds 4%, then the loss would be noticeable.

As No. 26 is positioned forward of the replacement dwelling, none of the windows in the rear façade area affected and the objection from the occupier of this building are not sustainable. With regard to No. 24, the report demonstrates that the development would satisfy the BRE guidelines in respect to sunlight to neighbouring properties. Whilst there are losses, the windows tested receive more than 25% annual sunlight hours and more than 5% during winter months.

Internal levels for proposed development

The Average Daylight Factor (ADF) is an accurate assessment of daylighting conditions within new rooms. The BRE report advises that where supplementary electric lighting is available, the recommended daylight factor levels for dwellings are 2% for kitchens, 1.5% for living rooms and 1% for bedrooms. The submitted report demonstrates that all rooms within the proposed development would experience adequate light depending on the type of room.

Sense of Enclosure/Overshadowing

The replacement dwelling would project beyond the existing rear elevation, but would still be set back from the rear elevation of No. 26 by 1.64m. The replacement dwelling will partly retain its current footprint in line with No. 24, but where it is extended, the building only projects 1.3m beyond the rear of No. 24. Given the staggered rear elevation and relationship of the replacement building to the adjoining buildings, it is not considered that the replacement building would result in an unacceptable degree of enclosure to reasonably withhold planning permission. The objection from the occupier of No. 26 cannot be supported in this regard. Similarly their outlook will not be affected.

Privacy

There is an existing degree of mutual overlooking between the existing building and the residential property to the rear of the site at 74 Brook Street (the occupier of which has objected on grounds of loss of privacy). The existing distance between the rear elevation and the rear boundary is 23m and this will be reduced by 4m to 19m. It is not considered that an increase in overlooking of 4m from the replacement dwelling would lead to a material loss of privacy to the detriment of neighbouring occupiers that would warrant refusal of the application.

It is not considered that the lightwell and windows in the side elevation of the projecting part of the building (at ground floor) that face towards No. 24 would increase levels of overlooking to that property. It is considered that the privacy of neighbouring properties to either side would be maintained. A condition shall be imposed removing permitted development rights for further extensions and alterations.

8.4 Transportation/Parking

The plans indicate that the replacement dwelling shall provide a replacement garage. This is acceptable in highways planning terms and shall be secured and retained by condition.

8.5 Economic Considerations

No economic considerations are applicable for a development of this size

8.6 Access

Access to the dwelling will remain unchanged from St Anselm's Place.

8.7 Other UDP/Westminster Policy Considerations

Trees

There is a mature London Plane tree in rear garden which is proposed to be retained and protected during construction. The applicant has undertaken some trial excavations but the location is unclear and there is difficulty in establishing which roots are affected. The total Root Protection Area (RPA) of the London Plane tree is 707m². The basement excavation is approximately 30m² which is about 4% of the tree's RPA. A small incursion in the RPA is probably tolerable if no large roots are affected.

The recommendation as a result of the trial holes was to excavate a basement 4m from the existing rear elevation and 2.4m from the boundary with 24 St Anselm's Place. The tree report says some roots will be affected by the extension and states there would be one 30mm diameter root and one 25mm diameter root. Conditions are requested to protect this tree during construction.

8.8 London Plan

This application raises no strategic issues.

8.9 National Policy/Guidance Considerations

The City Plan and UDP policies referred to in the consideration of this application are considered to be consistent with the NPPF unless stated otherwise.

8.10 Planning Obligations

Planning obligations are not relevant in the determination of this application.

The estimated CIL payment is :

Mayoral -	£15,019.91
Westminster -	£135,955.13
Total -	£150,975.04

Formal determination of the CIL liability will be made by Westminster Council when a Liability Notice is issued after the CIL liable application is approved and the final figure might change due to indexation.

8.11 Environmental Impact Assessment

There are no environmental impacts associated with this proposed development.

8.12 Other Issues

Excavation/Basement

The replacement dwelling includes an additional basement level, which needs to be assessed against City Plan policy CM28. The policy seeks to control the depth and size of new basements. The policy requires basements to be single storey only and not extend beyond more than 50% of a garden. The proposed basement complies with the policy. It would not therefore adversely impact on residential amenity or the character and appearance of the Conservation Area.

Structural Issues

With regards to basement structural impact, objections have been received from neighbouring properties in relation to the digging work in addition to Crossrail as a result of basement works. To address this and the requirements of the basement SPD and policy, a structural methodology statement has been submitted, setting out that both adjoining properties, to either side (No's. 24 and 26) will be underpinned and the ground floor slab removed whilst excavations are carried out. The application is also supported by a ground movement assessment report by Elliott Wood. The report identifies that the excavation of the basement would not result in harm to neighbouring properties. Any report by a member of the relevant professional institution carries a duty of care which should be sufficient to demonstrate that the matter has been properly considered at this early stage.

Building Control officers have reviewed the submitted details the structural method statement is considered to be acceptable. An investigation of existing structures and geology has been undertaken and found to be of sufficient detail. The existence of groundwater, including underground rivers, has been researched and the likelihood of local flooding or adverse effects on the water table has been found to be negligible. The basement is to be constructed using reinforced concrete underpinning which is considered to be appropriate for this site. The proposals to safeguard adjacent properties during construction are considered to be acceptable.

Whilst this satisfies the policy for the purposes of determining this planning application, detailed matters of engineering techniques, and whether these secure the structural integrity of the development and neighbouring buildings during the course of construction, are controlled through other statutory codes and regulations as cited above. To go further would be to act beyond the bounds of planning control. Accordingly should permission be granted, the structural statement will not be approved, nor will conditions be imposed requiring the works to be carried out in accordance with it.

As such it is considered that the construction methodology and appendices have provided sufficient consideration of structural issues at this stage and this is as far as this matter can reasonably be taken as part of the consideration of the planning application.

Construction impact

Concerns from adjoining occupiers have been expressed regarding construction relating to disturbances. The Code of Construction Practice was published in July 2016 and is

designed to monitor, control and manage construction impacts on sites throughout Westminster. It applies to all major and basement developments from September 2016.

The publication of the Code represents a fundamental shift in the way the City Council deals with the construction impacts of basement developments. Before September 2016, developments of this scale used legal agreements to fund the Environmental Inspectorate (EI) and required Site Environmental Management Plans to be submitted to and approved by the City Council.

In recognition that there is a range of regulatory measures available to deal with construction impacts and that planning is the least effective and most cumbersome of these, the new approach is for a condition to be imposed requiring the applicant to provide evidence that any implementation of the scheme (by the applicant or any other party) will be bound by the Code. Such a condition is recommended.

Flood Risk

City Plan policy CM28.1. requires all basement developments to demonstrate that the site specific ground conditions, drainage and water environments in the area of the development have been considered. A Flood Risk Assessment by Elliot Wood has been submitted which identifies the site being within an area of high risk from surface water flooding ('Flooding Hotspot 7'). The site also lies within Flood Zone 1 where there is a low risk of flooding.

The flood risk assessment identifies that there is a low risk of flooding providing a suitable surface drainage strategy is in place and concludes that the proposed development will not increase the risk of flooding elsewhere. The drainage at basement level will be routed to submersible packaged pumping stations incorporating non-return valves, protecting the basement from public sewer surcharge.

A condition will ensure that the measures set out in the Flood Risk Assessment are implemented.

9. BACKGROUND PAPERS

1. Application form
2. Response from Highways Planning - Development Planning, dated 13 February 2017
3. Response from Arboricultural Officer, dated 19 April 2017
4. Response from Building Control, dated 18 April 2017
5. Letter from occupier of 26 St. Anselm's Place, London, dated 20 February 2017
6. Letter from occupier of 72 Brook Street, London, dated 4 April 2017

(Please note: All the application drawings and other relevant documents and Background Papers are available to view on the Council's website)

IF YOU HAVE ANY QUERIES ABOUT THIS REPORT PLEASE CONTACT THE PRESENTING OFFICER: PAUL QUAYLE BY EMAIL AT pquayle@westminster.gov.uk

10. KEY DRAWINGS

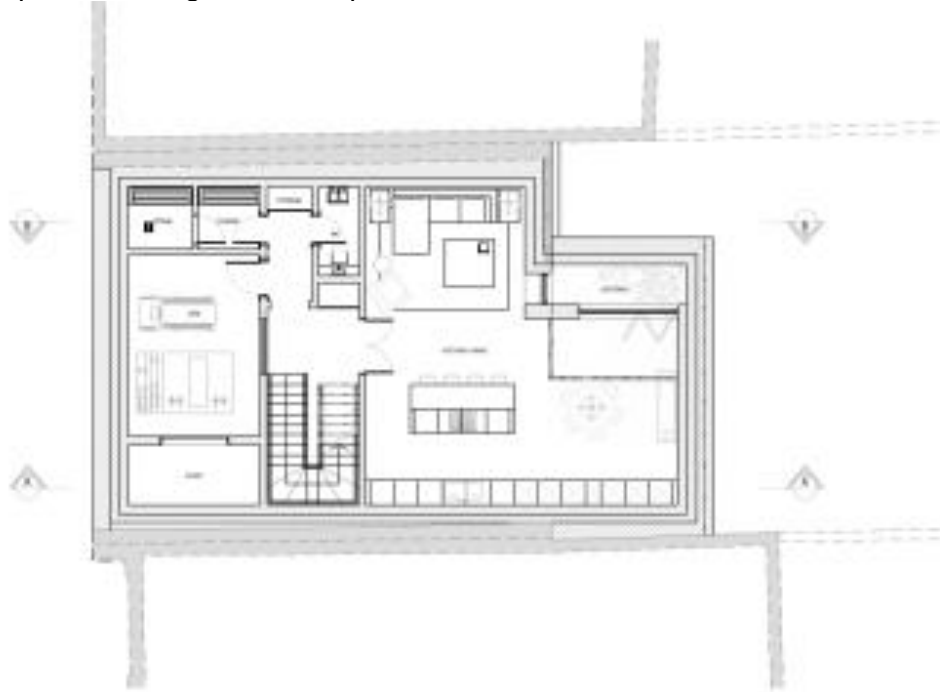
Drawing 1. Proposed rear elevation



Drawing 2. Proposed front elevation



Drawing 3. Proposed lower ground floor plan



Drawing 4. Proposed ground floor plan



DRAFT DECISION LETTER

Address: 25 St Anselm's Place, London, W1K 5AF,

Proposal: Demolition of existing building and replacement with a new enlarged single family dwelling with integrated basement accommodation, including underpinning works.

Reference: 17/00524/FULL

Plan Nos: 1513-PL-211-A; 1513-PL-212-A; 1513-PL-213-A, 1513-PL-214-B; 1513-PL-215-C; 1513-PL-221-A; 1513-PL-222-B; 1513-PL-231-A; 1513-PL-232-A, Flood Risk Assessment 2150656 P2 dated Dec 2016.

Case Officer: Lindsay Jenkins **Direct Tel. No.** 020 7641 5707

Recommended Condition(s) and Reason(s)

- 1 The development hereby permitted shall be carried out in accordance with the drawings and other documents listed on this decision letter, and any drawings approved subsequently by the City Council as local planning authority pursuant to any conditions on this decision letter.

Reason:

For the avoidance of doubt and in the interests of proper planning.

- 2 Except for piling, excavation and demolition work, you must carry out any building work which can be heard at the boundary of the site only: ,
- o between 08.00 and 18.00 Monday to Friday;
 - o between 08.00 and 13.00 on Saturday; and
 - o not at all on Sundays, bank holidays and public holidays.

You must carry out piling, excavation and demolition work only:

- o between 08.00 and 18.00 Monday to Friday; and
- o not at all on Saturdays, Sundays, bank holidays and public holidays.

Noisy work must not take place outside these hours unless otherwise agreed through a Control of Pollution Act 1974 section 61 prior consent in special circumstances (for example, to meet police traffic restrictions, in an emergency or in the interests of public safety). (C11AB)

Reason:

To protect the environment of neighbouring occupiers. This is as set out in S29 and S32 of Westminster's City Plan (November 2016) and ENV 6 of our Unitary Development Plan that we adopted in January 2007. (R11AC)

- 3 Prior to the commencement of any demolition or construction on site the applicant shall submit an approval of details application to the City Council as local planning authority comprising evidence that any implementation of the scheme hereby approved, by the applicant or any other party, will be bound by the council's Code of Construction Practice. Such evidence must take the form of a completed Appendix A of the Code of Construction Practice, signed by the applicant and

approved by the Council's Environmental Inspectorate, which constitutes an agreement to comply with the code and requirements contained therein. Commencement of any demolition or construction cannot take place until the City Council as local planning authority has issued its approval of such an application (C11CB)

Reason:

To protect the environment of neighbouring occupiers. This is as set out in S29 and S32 of Westminster's City Plan (November 2016) and ENV 6 of our Unitary Development Plan that we adopted in January 2007. (R11AC)

- 4 You must only use the garage for people living in this property to park their private motor vehicles. (C22EB)

Reason:

To provide parking spaces for people living in the residential part of the development as set out in STRA 25 and TRANS 23 of our Unitary Development Plan that we adopted in January 2007. (R22BB)

- 5 You must not form any windows or other openings (other than those shown on the plans) in the outside walls of the building without our permission. This is despite the provisions of Classes A of Part 1 of Schedule 2 to the Town and Country Planning General Permitted Development Order (England) 2015 (or any order that may replace it). (C21EB)

Reason:

To protect the privacy and environment of people in neighbouring properties, as set out in S29 of Westminster's City Plan (November 2016) and ENV 13 of our Unitary Development Plan that we adopted in January 2007. (R21AC)

- 6 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development Order) 1995 (or any order revoking or re-enacting that order) no enlargement or alterations of the premises or any additional structures/buildings within the curtilage of the site shall be carried out.

Reason:

To prevent an overdevelopment of the site and to protect the environment of people in neighbouring properties. This is as set out in S29 and S32 of Westminster's City Plan (November 2016) and ENV 6 and ENV 13 of our Unitary Development Plan that we adopted in January 2007. (R21EC)

- 7 All new work to the outside of the building must match existing original work in terms of the choice of materials, method of construction and finished appearance. This applies unless differences are shown on the drawings we have approved or are required by conditions to this permission. (C26AA)

Reason:

To make sure that the appearance of the building is suitable and that it contributes to the character and appearance of this part of the Mayfair Conservation Area. This is as set out in S25 and S28 of Westminster's City Plan (November 2016) and DES 1 and DES 5 or DES 6 or both and paras 10.108 to 10.128 of our Unitary Development Plan that we adopted in January 2007.

(R26BE)

- 8 You must apply to us for approval of samples and specification of the facing materials you will use, including glazing, and elevations and roof plans annotated to show where the materials are to be located. You must not start any work on these parts of the development until we have approved what you have sent us. You must then carry out the work using the approved materials.

Reason:

To make sure that the appearance of the building is suitable and that it contributes to the character and appearance of this part of the Mayfair Conservation Area. This is as set out in S25 and S28 of Westminster's City Plan (November 2016) and DES 1 and DES 5 or DES 6 or both and paras 10.108 to 10.128 of our Unitary Development Plan that we adopted in January 2007.

- 9 You must apply to us for approval of detailed drawings (scale 1:20 and 1:5) of the following parts of the development
- i. new windows,
 - ii. new roof lights,
 - iii. new external doors.

You must not start any work on these parts of the development until we have approved what you have sent us. You must then carry out the work according to these detailed drawings. (C26DB)

Reason:

To make sure that the appearance of the building is suitable and that it contributes to the character and appearance of this part of the Mayfair Conservation Area. This is as set out in S25 and S28 of Westminster's City Plan (November 2016) and DES 1 and DES 5 or DES 6 or both and paras 10.108 to 10.128 of our Unitary Development Plan that we adopted in January 2007.

- 10 You must not attach flues, ducts, soil stacks, soil vent pipes, or any other pipework other than rainwater pipes to the outside of the building unless they are shown on the approved drawings.

Reason:

To make sure that the appearance of the building is suitable and that it contributes to the character and appearance of this part of the Mayfair Conservation Area. This is as set out in S25 and S28 of Westminster's City Plan (November 2016) and DES 1 and DES 5 or DES 6 or both and paras 10.108 to 10.128 of our Unitary Development Plan that we adopted in January 2007.

- 11 You must not put any machinery or associated equipment, ducts, tanks, satellite or radio aerials on the roof, except those shown on the approved drawings. (C26PA)

Reason:

To make sure that the appearance of the building is suitable and that it contributes to the character and appearance of this part of the Mayfair Conservation Area. This is as set out in S25 and S28 of Westminster's City Plan (November 2016) and DES 1 and DES 5 or DES 6 or both and paras 10.108 to 10.128 of our Unitary Development Plan that we adopted in January 2007.

- 12 You must apply to us for approval of detailed drawings of a hard and soft landscaping scheme which includes the number, size, species and position of trees and shrubs. You must not start work on the relevant part of the development until we have approved what you have sent us. You must then carry out the landscaping and planting within 2 years of completing the development (or

within any other time limit we agree to in writing).

If you remove any trees or find that they are dying, severely damaged or diseased within 2 years of planting them, you must replace them with trees of a similar size and species. (C30CB)

Reason:

To improve the appearance of the development, to make sure that it contributes to the character and appearance of this part of the Mayfair Conservation Area, and to improve its contribution to biodiversity and the local environment. This is as set out in S25, S28 and S38 of Westminster's City Plan (November 2016) and ENV 16, ENV 17, DES 1 (A) and paras 10.108 to 10.128 of our Unitary Development Plan that we adopted in January 2007. (R30CD)

- 13 **Pre Commencement Condition.** You must apply to us for approval of a method statement explaining the measures you will take to protect the trees on and close to the site. You must not start any demolition, site clearance or building work, and you must not take any equipment, machinery or materials for the development onto the site, until we have approved what you have sent us. You must then carry out the work according to the approved details.

Reason:

To protect trees and the character and appearance of the site as set out in S38 of Westminster's City Plan (November 2016) and DES 1 (A), ENV 16 and ENV 17 of our Unitary Development Plan that we adopted in January 2007. (R31CC)

- 14 The measures set out within the Flood Risk Assessment, 2150656 P2 dated Dec 2016 shall be implemented in full and retained for the life of the development.

Reason:

To ensure that the development does not exacerbate and is resilient to surface water flooding, as required by Policy CM28.1 of our City Plan that we adopted in November 2016 and in order to accord with the guidance contained with the Basement Development in Westminster Supplementary Planning Document (adopted October 2014).

Informative(s):

- 1 In dealing with this application the City Council has implemented the requirement in the National Planning Policy Framework to work with the applicant in a positive and proactive way. We have made available detailed advice in the form of our statutory policies in Westminster's City Plan (November 2016), Unitary Development Plan, Supplementary Planning documents, planning briefs and other informal written guidance, as well as offering a full pre application advice service, in order to ensure that applicant has been given every opportunity to submit an application which is likely to be considered favourably. In addition, where appropriate, further guidance was offered to the applicant at the validation stage.
- 2 The development for which planning permission has been granted has been identified as potentially liable for payment of both the Mayor of London and Westminster City Council's Community Infrastructure Levy (CIL). Further details on both Community Infrastructure Levies, including reliefs that may be available, can be found on the council's website at: , www.westminster.gov.uk/cil, , Responsibility to pay the levy runs with the ownership of the land, unless another party has assumed liability. If you have not already you must submit an

Assumption of Liability Form immediately. On receipt of this notice a CIL Liability Notice setting out the estimated CIL charges will be issued by the council as soon as practicable, to the landowner or the party that has assumed liability, with a copy to the planning applicant. You must also notify the Council before commencing development using a **Commencement Form**, CIL forms are available from the planning on the planning portal: , <http://www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil> , Forms can be submitted to CIL@Westminster.gov.uk, , **Payment of the CIL charge is mandatory and there are strong enforcement powers and penalties for failure to pay, including Stop Notices, surcharges, late payment interest and prison terms.**

- 3 With reference to condition 3 please refer to the Council's Code of Construction Practice at (<https://www.westminster.gov.uk/code-construction-practice>). You will be required to enter into the relevant Code appropriate to this scale of development and to pay the relevant fees prior to starting work. The Code does require the submission of a full Site Environmental Management Plan or Construction Management Plan as appropriate 40 days prior to commencement of works (including demolition). You are urged therefore to give this your early attention.
- 4 You are encouraged to join the nationally recognised Considerate Constructors Scheme. This commits those sites registered with the Scheme to be considerate and good neighbours, as well as clean, respectful, safe, environmentally conscious, responsible and accountable. For more information please contact the Considerate Constructors Scheme directly on 0800 783 1423, siteenquiries@ccscheme.org.uk or visit www.ccscheme.org.uk.
- 5 Under the Construction (Design and Management) Regulations 2007, clients, the CDM Coordinator, designers and contractors must plan, co-ordinate and manage health and safety throughout all stages of a building project. By law, designers must consider the following:
 - * Hazards to safety must be avoided if it is reasonably practicable to do so or the risks of the hazard arising be reduced to a safe level if avoidance is not possible;
 - * This not only relates to the building project itself but also to all aspects of the use of the completed building: any fixed workplaces (for example offices, shops, factories, schools etc) which are to be constructed must comply, in respect of their design and the materials used, with any requirements of the Workplace (Health, Safety and Welfare) Regulations 1992. At the design stage particular attention must be given to incorporate safe schemes for the methods of cleaning windows and for preventing falls during maintenance such as for any high level plant.

Preparing a health and safety file is an important part of the regulations. This is a record of information for the client or person using the building, and tells them about the risks that have to be managed during future maintenance, repairs or renovation. For more information, visit the Health and Safety Executive website at www.hse.gov.uk/risk/index.htm.

It is now possible for local authorities to prosecute any of the relevant parties with respect to non compliance with the CDM Regulations after the completion of a building project, particularly if such non compliance has resulted in a death or major injury.

Please note: the full text for informatives can be found in the Council's Conditions, Reasons & Policies handbook, copies of which can be found in the Committee Room whilst the meeting is in progress, and on the Council's website.