ARCHITECTS

21-030 Hatches House

Construction Environmental Management Plan

revision C

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1.0 INTRODUCTION

1.1 This document has been written in relation to a construction project at Hatches House, East Street, West Chiltington on behalf of Mark and Kirstie Minchell, who own the property.

1.2 The project is the conversion of existing 1 and 2 storey outbuildings to form a 3 bedroom dwelling with associated external works, including a parking courtyard and a sunken terrace.

1.3 The scheme has planning permission which includes the following condition which must be discharged prior to the start of work on site:

> ***Pre-Commencement Condition**: No development shall take place, including any works of demolition, until a Construction Method Statement has been submitted to, and approved in writing by, the local planning authority. The approved Statement shall be adhered to throughout the construction period. The Statement shall provide for, but not be limited to:*
>
> *i. the parking of vehicles of site operatives and visitors*
>
> *ii. loading and unloading of plant and materials*
>
> *iii. storage of plant and materials used in constructing the development*
>
> *iv. the erection and maintenance of security hoarding, where appropriate*
>
> *v. the provision of wheel washing facilities*
>
> *vi. measures to control the emission of dust and dirt during construction*
>
> *vii. a scheme for recycling/disposing of waste resulting from demolition and construction works*
>
> *Reason: As this matter is fundamental in order to mitigate potential impacts upon the amenities of neighbouring occupiers during construction and in accordance with Policy 33 of the Horsham District Planning Framework (2015).*

1.4 This Construction Environmental Management Plan (CEMP) has been produced to address this condition and describe what measures will be taken to avoid, minimise or mitigate any construction effects on the environment and the surrounding community.

1.5 This plan will be considered as a 'living' document with reviews being undertaken at intervals and data added as appropriate. The measures identified in the CEMP should be viewed as mandatory and common practice on site embedded within the contractor's policies and site procedures.

1.6 This CEMP has been drafted during the pre-construction design phase to ensure that the necessary measures become incorporated as the project progresses. At the time of writing a main contractor has not yet been appointed.

1.7 Prior to construction, this CEMP may be revised to address all construction issues e.g. site safety measures, and to ensure that any residual effects following the design process are mitigated as far as reasonably practicable. Any significant changes will be resubmitted to the local authority for approval.

2.0 PROJECT MANAGEMENT

2.1 The contractor will appoint a project manager who will be responsible for overall site implementation of this Plan, encouraging and assisting in developing safety procedures and ensuring that established rules and safe working practices are adhered to. They must also ensure that employees are properly trained and receive the support they need to perform their duties. The project manager will:

- Ensure that necessary consideration is given at all times to the requirements of the Construction Environmental Management Plan and its implications.
- Know their own, and other persons', responsibility for implementing the Construction Environmental Management Plan.
- Ensure all relevant environmental statutory records are regularly maintained and inspected.
- Ensure that all activities and operations carried out by Contractor's employees or the Contractor will not create a breach of environmental regulations.
- Ensure that all employees are adequately trained and competent to carry out the CEMP and if not arrange appropriate training

3.0 SITE ACCESS

3.1 The site is situated on the edge of a small village, West Chiltington, with the main road, East Street, running through it. The site is accessed from Granary Orchard which is an access road shared by a small number of dwellings, leading off East Street, shown on the map below (courtesy of Google Maps).



3.2 Where possible, site deliveries and exits will be from and to the east, along East Street, to avoid passing through the centre of the village.

3.3 The existing entrance to Granary Orchard has a suitable bell mouth for access for construction vehicles and deliveries, shown on the photograph below (courtesy of Google Maps).

3.4 The first part of the road is single lane for approximately 50m as shown on the photographs below (courtesy of Google Maps) and on the Site Access and Set Up Plan. A 5mph speed limit will be enforced on construction traffic using the access road to avoid collisions.



3.0 SITE ACCESS

3.5 Vehicles can pass each other where the access road widens out in front of the site, shown in the photograph below (courtesy of Google Maps).





3.6 It is proposed to provide a temporary site access, as shown on the Site Access and Set Up Plan, from the north west corner of the site where it adjoins Orchard Granary. This section of Granary Orchard has ample space and visibility to manoeuvre vehicles in and out of the site, as shown in the photo below, (courtesy of Google Maps

3.0 SITE ACCESS



3.7 The temporary access will run along the northern boundary of the site, adjacent to the northern side of the building, to the North East corner of the site.

3.8 In order to create the temporary access the existing scrub across the boundary will need to be removed. There is also a berm of earth that was heaped against the building a few years ago which will be removed to provide a level surface between the road and the access and along the access. Ground investigations have shown there is a concrete construction below the berm. The photograph below (courtesy of Google Maps) shows the route of the temporary access along the northern boundary of the site.



4.0 PARKING OF VEHICLES OF SITE OPERATIVES & VISITORS

4.1 An area in the north east corner of the site will be used as a temporary site compound as shown on the Site Access and Set Up Plan. This will be used for parking and manoeuvring of vehicles relating to the construction, site welfare facilities and storage of materials and waste.

4.2 Parking of contractor's vehicles will be kept to a minimum and all operatives will be advised during their site induction to utilise the site car park. The size and nature of the project dictates that we do not foresee that any vehicles will require parking outside of the temporary site car park shown on the Site Access and Set Up Plan.

4.3 The courtyard in the centre of the project, adjacent to Granary Orchard will not be used for parking of construction vehicles but may be used for vehicle passing.

5.0 DELIVERIES AND REMOVALS

5.1 Deliveries and removals will be co-ordinated to ensure that there is minimal impact on the surrounding roads. They will be planned and co-ordinated, so far as is reasonably practicable, to ensure that those who are not involved with the construction project e.g. member of the public and motorists are protected from the dangers associated with construction and the plant and vehicle movement required.

5.2 Site safety briefings and delivery rules to be issued with orders.

5.3 Where possible, vehicles will be short rigid vehicles to minimise disruption to local traffic

5.3 Drivers will be asked to call the Site Manager prior to reaching site to confirm access time.

5.4 Due to the close proximity of schools, deliveries will be from half an hour after school gates close and before half an hour before school gates open.

5.5 All vehicles will drive directly on and off site using the route described above and shown on the Site Access and Set Up Plan.

5.6 'Site Entrance' and 'Lorries Turning' signage plus clear site lines will be maintained during the construction period.

5.7 Vehicular and pedestrian routes outside the site will be maintained throughout the construction period.

5.8 Banksman will assist all deliveries both access and egress.

5.9 All vehicles must use the wheel wash station at the location shown on the Site Access and Set Up Plan.

5.10 All vehicles are to enter and leave site forward facing.

5.11 All vehicles must use the allocated compound for turning.

5.12 No deliveries are to wait in access road or on the main road.

6.0 SITE SET UP

6.1 Designated areas for storage of materials and plant are provided within the temporary site compound, refer to Site Access and Set Up Plan. These will be clear of access and egress routes.

6.2 Flammable materials must be stored in small quantities only, within a fireproof container with closed cover / doors always. Containers must be sealed to prevent release of fumes and prevented from falling over. The main container must be in a cool area clear of any heat source or activity likely to generate heat or naked flame. It must be secured accordingly.

6.3 At no time will material stacked exceed 2 pallets high or advised floor loadings.

6.4 Location of office and welfare facilities within the temporary site compound, refer to Site Access and Set Up Plan.

6.5 Temporary welfare facilities and potable water will be available throughout the duration of the project located on site.

6.6 Welfare facilities will comply with current Welfare and 'CDM' regulations as a minimum requirement.

6.7 A wheel wash facility will be used and is shown on the Site Access and Set Up Plan, consisting of a water supply, a hose and a pressure washer.

6.8 The site hoarding will be erected at site entrances as shown on the Site Access and Set Up Plan. It will show H&S, access details and information about the scheme.

6.9 Haras fencing will be erected between the site and Hatches House to prevent unauthorised access. This will be checked and maintained through the construction period.

7.0 WASTE MANAGEMENT

7.1 The contractor will have a Duty of Care under current legislation for 'The Environmental Protection Act, the 'Environmental Protection (Duty of Care) Regulations', 'The Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations', 'The Hazardous Waste (England and Wales) Regulations' and other associated statutory provisions.

7.2 There will be strictly no burning on site.

7.3 Measures must be in place for dealing with accidental spills to prevent leaching into ground systems and to ensure safe collection and disposal. Substances must not be disposed of into foul or surface water sewers but should be held in containers for safe disposal via authorised waste management. Waste must be removed to waste skips by the end of every shift.

7.4 The earth removed from the northern boundary to form the temporary access road will be evenly distributed across the adjoining land, which is owned by the project client.

7.5 Skips will be identified and where necessary labelled for segregation of waste for recycling where possible.

7.6 Segregated waste will be mainly inert soils, plasterboard, timber and hardcore.

7.7 General waste will be taken off site in covered skips the nearest recycling plant.

7.8 "Controlled Waste" will only be released to a "Registered Carrier" after proof (original only) has been produced by the "authorised person". All parts of the "Waste Transfer Note" will be suitably completed with a copy remaining with for no less than 2 years.

7.9 Hazardous materials requiring a "Special Waste" carrier license was not discovered during pre-construction inspections of the site in the contract area. It is believed that no asbestos or other hazardous waste is present in the premises. However, if asbestos is suspected, work will be halted immediately, and the Contracts Administrator and Principal Designer will be notified.

7.10 Should "Special Waste" be discovered on site during the construction phase of this project it will be released to a "Registered Carrier" only after the completion of a "Special Waste Transfer Note" (SWTN). Pre -notification of the movement will be given to the Environmental Agency and a copy of the SWTN will be retained be for no less than 3 years.

7.11 All waste will be suitably packed to ensure the safety of others during storage and carriage and to prevent spillage / leakage, waste blowing or falling or the pilfering of contents by third parties

8.0 ENVIRONMENTAL CONTROLS

8.1 The contractor will have a Duty of Care under current legislation for 'The Environmental Protection Act, the 'Environmental Protection (Duty of Care) Regulations', 'The Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations', 'The Hazardous Waste (England and Wales) Regulations' and other associated statutory provisions.

8.2 The construction works during this project may generate noise and the Contractor will ensure that they comply fully with the statutory requirements of the current Noise at Work Regulations for all operatives within the site and that the minimum of inconvenience and disturbance is caused to neighbouring premises.

8.3 Due attention will be paid to any reasonable request to limit the effect or to obviate disturbance to the occupiers of neighbouring premises.

8.4 All plant and equipment must be provided with noise and vibration reduction measures where possible. These may include silencers, muffler or soundproof enclosure, cushioned mountings, anti-vibration dampers and cushioned hand grips.

8.5 Efforts will be made to contain noise within the local area by enclosure, i.e., closing doors, erecting partitions etc.

8.6 All site staff and sub-contractors will be made aware of control of dust (air) pollution policy via site staff inductions and when required via 'Toolbox Talks'. At these talks all site staff will be encouraged to use water efficiently when damping down and to undertake the dust pollution control actions for activities as outlined in the table below.

WORKS	POLLUTION CONTROL ACTION
Dust blown up from roads and hard surfaces	Dampen down with water and a fine water spray
Materials/dust being blow from skips	Cover skips with tarpaulins or similar
Dust blow from areas around site	Erect fencing (permanent) where possible or hoardings to cut down airbourne dust
Smoke, ash	No burning on site
Exhaust from mechanical plant	Ensure plant is regularly maintained, any plant showing signs of black smoke should be taken out of use. Use low sulphur diesel.
Dust arising from materials/storage.	Cover materials with polythene or tarpaulin.

8.7Processes emitting excessive dust must be carried out with a suitable dust extraction and filtration system in operation, e.g., sawing timber board materials.

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