Construction Environmental Management Plan

Oakfield

Coolham Road

Coolham

Horsham, West Sussex

RH13 8QE



12th October 2026

V1.0

Sylvatica Ecology Ltd

Company Registration Number: 07705793

https://se-planning.com

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1.0 INTRODUCTION

1.1 This document is a Construction Environmental Management Plan for biodiversity (CEMP: Biodiversity) in relation to the development works at Oakfield, Coolham Road, Coolham, Horsham, West Sussex, RH13 8QE (NGR: TQ 11476 20641). Planning permission for the works was granted by Horsham District Council on 1st October 2026 (DC/26/0944).

1.2 These development works are summarised as;

> *'Demolition of existing buildings and erection of 3no detached dwellings and associated works.'*

1.3 This document is designed to satisfy planning Condition 4 which states;

> *'No development shall commence until a Construction Environmental Management Plan for biodiversity has been submitted to and approved in writing by the Local Planning Authority. The CEMP (Biodiversity) shall include the following: -*
> *a) Risk assessment of potentially damaging construction activities.*
> *b) Identification of "biodiversity protection zones".*
> *c) Practical measures (both physical measures and sensitive working practices) to avoid or reduce impacts during construction (may be provided as a set of method statements).*
> *d) The location and timing of sensitive works to avoid harm to biodiversity features.*
> *e) The times during construction when specialist ecologists need to be present on site to oversee works.*
> *f) Responsible persons and lines of communication.*
> *g) The role and responsibilities on site of an ecological clerk of works (ECoW) or similarly competent person.*
> *h) Use of protective fences, exclusion barriers and warning signs.*
>
> *The approved CEMP shall be adhered to and implemented throughout the construction period strictly in accordance with the approved details, unless otherwise agreed in writing by the local planning authority.'*

1.4 Table 1 shows where each requirement of Condition 4 is addressed within this document.

1.5 ***Table 1: Condition 4 Requirements and where Addressed***

Condition 4 requirement	Where addressed
a) Risk assessment of potentially damaging construction activities	Section 1.0, Table 2
b) Identification of biodiversity protection zones	Section 4.0 (paragraphs 4.1 to 4.4) and Appendix D
c) Practical measures to avoid or reduce impacts	Sections 2.0 to 9.0
d) Location and timing of sensitive works	Section 10.0, Table 3
e) Times when specialist ecologists need to be present	Section 11.0, Table 4
f) Responsible persons and lines of communication	Section 11.0, Table 5
g) Role and responsibilities of the ECoW	Section 11.0, paragraphs 11.4 to 11.6
h) Protective fences, exclusion barriers and warning signs	Section 4.0 (paragraphs 4.2 to 4.4) and Appendix D

1.6 This document is designed to be used in conjunction with the Preliminary Ecological Assessment V1.1 (Sylvatica Ecology, 2026a), which is an approved document under Condition 1 and whose mitigation and enhancement measures are required by Condition 11, and with the Biodiversity Net Gain Report V2.0 (Sylvatica Ecology, 2026b) and Biodiversity Gain Plan (Sylvatica Ecology, 2026c). These reports provide the maps that show the locations of the ecological constraints that could be affected by the works.

Aims and Objectives

1.7 Measures to ensure that ecological receptors and the local environment are not adversely affected by the works are to be incorporated into the scheme. This document provides the information needed for these measures to be implemented on site.

1.8 Measures to protect the retained trees and boundary habitats during construction are set out, together with protected species precautions, recommendations to prevent light spill into adjacent habitats, and measures to protect environmental receptors from pollution incidents, dust and noise.

1.9 The guidance used to inform this document includes BS 42020:2013 Biodiversity – Code of Practice for Planning and Development, BS 5837:2012 Trees in Relation to Design, Demolition and Construction, Bat Survey Guidelines for Professional Ecologists (BCT, 2023a), Bats and Artificial Lighting in the UK (BCT, 2023b) and CIEEM (2017) Guidelines for Ecological Report Writing.

Site Description

1.10 The site is a former farmstead on the western side of Coolham Road (B2139). It comprises three agricultural buildings with concrete and hardcore yards, a large area of recently scraped bare ground with sparse ruderal regrowth, species-poor modified grassland on the western and eastern margins and a small area of vegetated garden. A native hedgerow and tree belt runs along the eastern (road) boundary. Two oaks with bat roost potential stand on the western boundary: a veteran standing dead/moribund oak and a mature, wide-crowned field-grown oak. Pasture fields and boundary woodland surround the site to the north and west, with residential properties at Hungerhill Farm to the south (Appendices A and B).

1.11 No statutory designated site lies within 2km; the closest internationally designated site, The Mens SAC, lies 9.6km to the west. Ponds lie 104m and 158m from the site, and the great crested newt rapid risk assessment returned a result of GREEN: offence highly unlikely (Sylvatica Ecology, 2026a).

Potential Environmental and Ecological Impacts

1.12 The potential impacts of the construction works on biodiversity are set out in the risk assessment at Table 2. These impacts are addressed within the following sections:

- *Site Working Hours,*
- *Emergency Incident Preparedness,*
- *Protection of Habitats and Species,*
- *Lighting,*
- *Waste Management,*
- *Storage of Fuels, Oils and Building Chemicals,*
- *Construction Vehicle Traffic,*
- *Particulate Matter (Dust) and Noise.*

1.13 ***Table 2: Risk Assessment of Potentially Damaging Construction Activities***

Construction activity	Receptor	Potential impact	Risk without mitigation	Mitigation (section)
Demolition of the three agricultural buildings	Nesting birds; bats	Destruction of active nests; harm to a bat in an unforeseen location	Medium (birds); Low (bats – buildings of negligible suitability)	Timing and pre-works check; precautionary method (4.8 to 4.14)
Removal of one medium tree and any hedgerow sections	Nesting birds; hazel dormouse; hedgehog	Destruction of nests; killing or injury of animals sheltering in vegetation	Medium	Timing, pre-works check and phased hand-cutting (4.8 to 4.9, 4.18 to 4.21)
Groundworks, excavation and trenching	Hedgehog, [redacted] and other mammals; amphibians	Entrapment in open excavations	Medium	Cover or ramp excavations; cap pipes (4.16 to 4.17)
Plant movement, storage and stockpiles near retained trees	Veteran and mature oaks and other retained trees	Root compaction, soil contamination and branch damage within the root protection area	High	Biodiversity protection zone fencing (4.1 to 4.4)
Works next to boundary hedgerow, tree belt and adjacent fields	Boundary habitats; foraging and commuting bats; birds	Physical damage, encroachment, spread of materials beyond the red line	Medium	Biodiversity protection zones; no access beyond red line (4.1 to 4.4)
Construction lighting	Foraging and commuting bats; roosting bats in retained oaks	Light spill onto the oaks and boundary vegetation	Medium	Daylight working; directional lighting (Section 5.0)
Clearance of grassland, bare ground and rubble or brash piles	Reptiles, amphibians and hedgehog	Killing or injury of animals sheltering in vegetation or debris	Low	Two-stage cut; hand-dismantling of piles (4.22 to 4.24)
Storage of fuels, oils and chemicals; concrete washout	Soils, ditches and groundwater; retained trees	Pollution of soils and water; root damage	Medium	Sections 3.0, 6.0 and 7.0

Construction activity	Receptor	Potential impact	Risk without mitigation	Mitigation (section)
Import of soils and materials	Wider countryside	Introduction and spread of invasive non-native plants	Low	Section 4.0 (4.29 to 4.31)

Conservation Objectives

1.14 Ecological protection and enhancement measures are designed to fulfil the following conservation and biodiversity objectives:

- *To protect the retained veteran and mature oaks, the other retained trees and the boundary hedgerow and tree belt during construction works,*
- *To ensure compliance with protected species legislation is maintained,*
- *To minimise disturbance to commuting and foraging bats by limiting light spill onto the retained trees and boundary vegetation,*
- *To deliver the habitat creation set out in the Biodiversity Gain Plan, comprising 22 new native trees, 85m of new native hedgerow and new modified grassland,*
- *To provide an enhancement to the biodiversity of the local area through provision of bat roosting and bird nesting habitat and hedgehog access.*

Ecological Enhancements and Management

1.15 Ecological enhancement measures are incorporated within this document, including the timescale for their installation. The habitat creation is secured through the Biodiversity Gain Plan and the landscaping scheme required by Condition 6.

2.0 SITE WORKING HOURS

2.1 In accordance with Condition 14, no works for the implementation of the development will take place outside the following hours:

- *Monday to Friday 08:00 to 18:00,*
- *Saturdays 08:00 to 13:00,*
- *Sundays, Bank and Public Holidays - no working.*

2.2 No plant, machinery or equipment associated with the works shall be started up or operational on the development site outside of these permitted hours. All sub-contractors, including suppliers, shall be made aware of the permitted working hours, as the restrictions also apply to deliveries.

2.3 Restricting works to daylight hours also limits disturbance to bats foraging and commuting along the boundary trees and hedgerows, which is of particular importance in the period from April to October. During the shorter days of the winter months, works shall finish by dusk wherever possible so that artificial lighting is not required.

3.0 INCIDENT PREPAREDNESS

3.1 Given the nature of the works and the environmental sensitivity of the adjacent habitats it is possible, although unlikely, that environmental incidents could occur. Such incidents could include:

- *Hydrocarbon spillages into surface or groundwater,*
- *Silty contaminated runoff into surface or groundwater,*
- *Fires; and / or,*
- *Extreme dust events.*

3.2 In order to minimise the risk of a pollution incident, all operatives must understand the environmental risks associated with their work activity and what control measures are in place to eliminate or reduce negative environmental impact. Spill kits shall be kept on site at the storage compound and with refuelling equipment.

3.3 All site operatives will be briefed and made aware through site induction and toolbox talks of the environmental and ecological measures outlined within this document. Any pollution incident shall be reported immediately to the Site Manager and, where it could affect a watercourse or groundwater, to the Environment Agency incident hotline (0800 80 70 60).

4.0 PROTECTION OF HABITATS AND SPECIES

Biodiversity Protection Zones

4.1 A strategy of impact avoidance will be implemented before any demolition, vegetation clearance or ground disturbance takes place. Three biodiversity protection zones (BPZs) have been identified and are shown at Appendix D:

- *BPZ1: the veteran oak and the mature oak on the western boundary, and the other retained trees, protected at their root protection areas (RPAs),*
- *BPZ2: the native hedgerow and tree belt along the eastern (Coolham Road) boundary, where retained,*
- *BPZ3: the fields and boundary woodland beyond the red line boundary to the north and west, where no access, storage or works are permitted.*

4.2 BPZ1 will be protected by tree protection fencing installed before any works start, in accordance with BS 5837:2012 (Figure 2: welded mesh panels on a scaffold framework, or equivalent approved by the project arboriculturist). RPAs are calculated as a circle of radius 12 times the stem diameter, up to a maximum of 15m; for the two oaks, with stem diameters of approximately 1.0 to 1.3m, this gives a radius of 15m. The veteran oak is irreplaceable habitat, and Natural England and Forestry Commission standing advice recommends a buffer of at least 15 times the stem diameter or 5m beyond the crown, whichever is greater. Where the approved layout places hard surfacing or construction access within these areas, ground protection and a no-dig construction method agreed with the project arboriculturist shall be used, and works within the RPA shall be supervised. The fence positions shown at Appendix D are indicative and shall follow any arboricultural tree protection plan prepared for the scheme.

4.3 BPZ2 will be protected by Heras-type fencing set at least 2m from the edge of the retained hedgerow and tree canopy, so that no plant, materials or spoil are placed against the hedge base. BPZ3 will be protected by maintaining the existing boundary fencing and, where none is present, by post and rope or Heras fencing along the red line boundary. No construction access, storage, spoil or arisings are permitted beyond the red line.

4.4 All protective fencing will carry laminated warning signs stating “Ecological Protection Zone – Keep Out” together with the ECoW contact details. Fencing will be installed before any works start, inspected by the ECoW before works begin, and remain in place until all construction works are complete, unless its removal or relocation has been agreed with the ECoW. No materials, fuel, plant, spoil or site cabins are to be placed within any BPZ, and no fires are to be lit on site.

Toolbox Talk

4.5 A toolbox talk will be given by the ECoW before works begin, to all site operatives present, and repeated for any new contractors arriving on site. It will ensure that the measures set out in this document are followed, that contractors understand the legal status of protected species, and that they know the locations of the BPZs and the procedure to follow if a protected species is found. A toolbox talk sheet is provided at Appendix E. A record of attendance will be kept by the Site Manager.

Nesting Birds

4.6 It is against the law to damage or destroy a bird nest that is in use or being built. This applies to all wild birds. The nesting bird season is normally considered as March to August (inclusive), but nests can be active throughout the year and remain legally protected outside of the normal nesting season.

4.7 The agricultural buildings, the boundary hedgerow and trees, the line of hawthorns along the access track and the tall-herb margins all offer nesting habitat, and the veteran oaks have potential to support cavity-nesting birds.

4.8 Demolition of the buildings and removal of any trees, hedgerow or scrub will be undertaken between September and February inclusive wherever possible. Where this is not possible, a check for nesting birds will be carried out by the ECoW within 24 hours before the works. If an active nest is found, a 10m exclusion zone will be cordoned off and left undisturbed until the young have fledged, as confirmed by the ECoW.

4.9 Brash and arisings from any vegetation clearance will be removed from site promptly and not left in piles, so that they do not become nesting habitat.

Bats

4.10 All of the buildings on site were assessed as having negligible bat roost suitability and no evidence of bats was recorded (Sylvatica Ecology, 2026a). No further bat survey of the buildings is required. As a precaution, roof sheeting, flashings and any boarding will be removed by hand, and contractors will be briefed at the toolbox talk on the procedure to follow should a bat be found.

4.11 If a bat or evidence of bats is found at any stage, works in that area will stop immediately and the ECoW will be contacted. Works will not resume until advice has been given and, if a roost is confirmed, a Natural England mitigation licence has been obtained.

4.12 The veteran oak and the mature oak both have potential roost features, including rot-holes, hollow limbs, lifted bark and cavities. Both trees are retained, and no works to them are proposed. Should any arboricultural works to either tree, or works that could affect them, become necessary, further assessment by climbing inspection

and/or emergence surveys will be carried out during the bat active season (May to September inclusive) before the works take place, as set out in the Preliminary Ecological Assessment (Sylvatica Ecology, 2026a).

4.13 The tree to be removed and the hawthorns along the access track were assessed as having negligible roost suitability. Any tree felling will be preceded by a visual check by the ECoW on the day of felling.

4.14 Construction lighting will be controlled in accordance with Section 5.0 so that the retained oaks and boundary vegetation remain dark.

Mammals including [redacted] and Hedgehog (Erinaceus europaeus)

4.15 [redacted]

4.16 Any excavations would be either suitably covered overnight or a means of escape incorporated within (a ramp of earth or a timber plank at a gradient no steeper than 45°) to enable any animals to escape should they fall in. Exposed pipes over 120mm in diameter will be capped at the end of each working day. Excavations will be checked for trapped animals at the start of each day.

4.17 Rubble piles, stored materials and brash will be dismantled by hand and checked for hedgehogs before removal. Any hedgehog found will be moved to a safe, sheltered location within the boundary vegetation outside the works area, and the ECoW informed.

4.18 Hazel dormouse is recorded within 2km and the boundary hedgerow could provide habitat connectivity for this species. Where any section of hedgerow or scrub is to be removed, it will be cut by hand to just above ground level between November and March inclusive, under the supervision of the ECoW, with the arisings removed from site. Roots and stumps will be left in place until after mid-May, when dormice will have emerged from hibernation, before they are grubbed out.

4.19 The above-ground cut will be preceded by a hand search by the ECoW for dormouse nests. If a dormouse or a dormouse nest is found, works in that area will stop and will not resume until a Natural England mitigation licence has been obtained.

4.20 In the event of any unexpected discoveries of protected or invasive species that could be affected by activities on site, works must stop and the discovery must be reported to the Site Manager and the ECoW.

4.21 All new and replacement boundary fencing will include gaps of at least 13cm by 13cm at ground level to allow hedgehogs to move through the site.

Reptiles and Amphibians

4.22 The modified grassland is heavily managed and the site is isolated within intensively farmed land, and it was assessed as unsuitable for reptiles. The great crested newt rapid risk assessment returned a result of GREEN: offence highly unlikely (Sylvatica Ecology, 2026a). No licence is therefore required. The following precautionary measures will be followed:

- *Grassland and tall-herb margins to be cleared will be cut in two stages: a first cut to approximately 150mm, followed by a second cut to ground level after at least 24 hours, working towards the retained boundary vegetation so that animals can disperse,*
- *Clearance will be carried out in warm (over 10°C), dry weather wherever possible,*
- *Materials will be stored on hardstanding or on pallets, and not on vegetated ground within or next to the BPZs,*
- *In the unlikely event that a reptile or great crested newt is found, works in that area will stop immediately and the ECoW will be contacted. A great crested newt must not be handled.*

4.23 If a great crested newt is found, works will not resume until advice has been given and, where needed, a Natural England licence has been obtained.

4.24 Any common reptile or amphibian found will be moved by the ECoW to suitable habitat outside the works area.

Compensation, Enhancement and Restoration

4.25 The habitat creation set out in the Biodiversity Gain Plan (Sylvatica Ecology, 2026c) comprises 22 new native trees, 85m of new native species hedgerow and new modified grassland. Trees and hedgerow will be planted between November and March, using native species of local provenance, selected from the following: hornbeam (Carpinus betulus), hazel (Corylus avellana), hawthorn (Crataegus monogyna), wild cherry (Prunus avium), pedunculate oak (Quercus robur), elder (Sambucus nigra) and rowan (Sorbus aucuparia). Hedgerows will be planted as a double staggered row at five plants per metre.

4.26 Grassland and landscaped areas will be sown or planted with native herbaceous species to provide a nectar source for invertebrates, including cowslip (Primula veris), oxeye daisy (Leucanthemum vulgare), wild marjoram (Origanum vulgare), red campion (Silene dioica), white campion (Silene latifolia) and foxglove (Digitalis purpurea).

4.27 Two bat boxes and two bird boxes will be installed on the new dwellings or on retained trees, at a height of at least 3m on a south-western or south-eastern aspect, away from external lighting (Sylvatica Ecology, 2026a).

Continued Monitoring

4.28 The ECoW will check the integrity of the protective fencing during each site visit (Table 4). Any gaps in the fencing or incursions into the BPZs will be reported to the Site Manager, recorded by the ECoW and put right immediately.

Invasive Species

4.29 No plants listed on Schedule 9 of the Wildlife and Countryside Act 1981 (as amended) were recorded on site (Sylvatica Ecology, 2026a). It is an offence under Section 14(2) of the Act to plant or otherwise cause these species to grow in the wild.

4.30 All imported topsoil and materials will be sourced from suppliers who can confirm they are free of invasive plant material. Any suspected invasive plant found during the works will be reported to the ECoW, and the area will be fenced off until the plant has been identified.

4.31 If a Schedule 9 species is confirmed, a specific management plan will be drafted by a specialist contractor, and any plant waste treated as controlled waste under the Environmental Protection Act 1990.

5.0 LIGHTING

5.1 Lighting can have a detrimental impact on adjacent habitats and on ecological receptors that are sensitive to light. Any lighting installed at the property will conform to the specifications outlined within BCT Guidance Note 08/23 (BCT, 2023b) and will form part of the external lighting details required under Condition 6(e). This will reduce the effect of light pollution on nocturnal fauna, notably bat species, some of which are extremely sensitive to light. Light spill into adjacent habitats will be reduced and avoided by the following:

- *All luminaires will lack UV elements; metal halide and fluorescent sources will be avoided,*
- *A warm white light spectrum on external lighting will be adopted (<2700 kelvin) to reduce the blue light component,*
- *LED luminaires will be used where a sharp cut-off is required to avoid light spill into adjacent habitat,*
- *External luminaires will feature wavelengths higher than 550nm to avoid the component of light most disturbing to bats,*
- *Column heights of external lighting will be limited,*
- *Luminaires will be mounted on the horizontal plane, with no upwards tilt,*
- *Security lighting will be set on motion sensors and on short timers (<1 minute).*

5.2 Lighting of the construction site will be limited by adhering to the working hours detailed within Section 2.0. Any construction lighting will be directed downwards and into the working area, away from the retained oaks,

the eastern boundary hedgerow and the adjacent fields, and will be turned off once the site is closed for the day.

6.0 WASTE MANAGEMENT

6.1 The appointed Site Manager will manage and monitor waste generated by the development. The development team will use this plan to identify waste streams, forecast waste volumes and identify suitable methods to eliminate, or where this is not practicable, reduce waste generated by the project.

6.2 Waste will be stored away from drains, ditches, adjacent habitats and the root protection areas of retained trees, and outside all BPZs. Containers shall be in good condition and, where required, covered to prevent dust and litter being blown out. If there is any likelihood of stored waste contaminating the surrounding environment, all necessary steps will be taken to ensure no contamination occurs. Any asbestos-containing materials identified under Condition 5 will be removed by a licensed contractor in accordance with the approved remediation scheme.

6.3 Before waste is treated or removed from the development, all subcontractors and waste contractors must provide the project team with legible copies of the following documentation:

- *Waste Carriers Registration Certificates,*
- *Environmental Permits (Waste Management Licences),*
- *Notification certificate of exemption from environmental permitting.*

6.4 The project team and, where applicable, subcontractors will ensure that the removal of all inert and non-hazardous waste is recorded. These documents must be kept for a minimum of two years, stored on site and made available on request.

7.0 STORAGE OF FUEL, OILS AND BUILDING CHEMICALS

7.1 To prevent any spills contaminating the surrounding habitats and ditches, containers must be stored within a spill nappy, bund or other suitable secondary containment system. All containers shall be located outside the root protection areas of retained trees and away from adjacent habitats, in a safe place to minimise the risk of damage, and locked off when not in use. Refuelling of plant will take place on hardstanding at least 10m from any BPZ, with a spill kit at hand.

7.2 For any oil tanks, intermediate bulk containers and mobile bowsers the spill control systems must be able to hold:

- *Where one container is being stored - a minimum of 110% of the total volume,*
- *Where more than one container is being stored - a minimum of 110% of the largest container's storage volume, or at least 25% of their total volume (whichever is greater),*
- *For drum storage, the interceptor tray must be able to hold at least 25% of the total storage capacity of the drums.*

7.3 Any bunded areas must be impermeable to water and oil. The base and walls must not be penetrated by any valve, pipe or opening used for draining the system. Concrete and cement washout will take place only in a designated, lined area on hardstanding, away from the BPZs and drains.

8.0 CONSTRUCTION VEHICLES AND VEHICLE MOVEMENTS

8.1 To reduce the risk of incursion into protected areas, only trained and qualified personnel are to drive and operate construction vehicles; evidence of accredited certificates of competency will be required. Construction access will use the existing site entrance from Coolham Road.

8.2 All vehicles are to be inspected and serviced at regular intervals. Onsite inspections will be reported to the Site Manager and recorded and kept on site.

8.3 When a vehicle is left unattended, for whatever reason, both during and outside normal working hours, it must be switched off and keys removed to prevent unauthorised use. When not in use, machinery is to be returned to the designated parking area, which will be on hardstanding outside all BPZs.

8.4 Vehicle operators must be familiar with and use the designated on-site traffic route. No vehicle is to be driven or parked within any BPZ or on the retained grassland margins.

9.0 PARTICULATE MATTER (DUST) AND NOISE

9.1 Work activities will be undertaken in order to minimise negative impact on local, sensitive receptors. If measures to reduce excessive dust and noise are unsuccessful, work must stop and an alternative method devised before work can resume.

9.2 The following measures shall be used, where necessary, to prevent noise and dust:

- *Use sheeted lorries and sealed or covered skips,*
- *Use dust extraction equipment when drilling and cutting,*
- *Damp down haulage and access roads and stockpiled materials in dry or windy weather,*
- *Locate plant and equipment away from the retained trees and boundary habitats,*

- *Keep engine compartment doors closed,*
- *Limit vehicle movements on site.*

10.0 TIMESCALES

10.1 Most of the measures outlined within this document are to be implemented before and during the construction phase of the development. The timing and location of the sensitive works are summarised in Table 3.

10.2 ***Table 3: Location and Timing of Sensitive Works***

Sensitive works	Location	Timing	Ecological requirement
Pre-commencement ecological check and toolbox talk	Whole site and 30m beyond	Before any works start	ECoW present
Installation of BPZ fencing and signage	BPZ1 to BPZ3 (Appendix D)	Before any demolition, clearance or ground works	ECoW to inspect before works begin
Demolition of buildings	Three agricultural buildings	September to February preferred; otherwise after a nesting bird check within 24 hours	Nesting bird check if within March to August; hand removal of roof sheeting and flashings
Removal of one tree and any hedgerow or scrub	Within the red line, outside BPZs	Above-ground cut November to March; roots removed after mid-May	ECoW to search and supervise
Clearance of grassland and tall-herb margins	Site margins	Warm, dry weather; two-stage cut	Precautionary method (paragraph 4.22)
Ground works and excavation	Building footprints, services, access	Throughout construction	Cover or ramp excavations daily
Works within root protection areas (if any)	BPZ1	As agreed with the project arboriculturist	Ground protection; arboricultural supervision
Tree and hedgerow planting	As per landscaping scheme (Condition 6)	November to March following completion	Native species of local provenance
Installation of bat and bird boxes	New dwellings or retained trees	During construction of the dwellings	Positions agreed with the ECoW

10.3 Planted areas will be protected with temporary fencing if construction works are still ongoing when planting takes place. Any ongoing management of the new trees and hedgerow will take place outside of the bird nesting season.

11.0 SUMMARY AND RESPONSIBILITIES

11.1 This document is designed to provide guidance and measures to limit the ecological and environmental impact of the construction works at Oakfield, Coolham Road, Coolham. Should any unforeseen ecological or environmental issues become apparent, adjustments to this document may be needed and will be agreed in writing with the Local Planning Authority.

11.2 The ecological enhancements outlined are designed to provide a net increase in the biodiversity value of the site after development. The new native trees, hedgerow and grassland deliver a biodiversity net gain of 11.93% in area habitat units and 84.77% in hedgerow units, and the bat and bird boxes provide new roosting and nesting habitat.

11.3 The overall responsibility for implementing these measures rests with the developer and their agents, primarily the Site Manager. An Ecological Clerk of Works (ECoW) will be appointed before works start.

11.4 The role of the ECoW is to advise the developer and Site Manager on compliance with this CEMP and with wildlife legislation; to deliver the toolbox talk; to inspect the BPZ fencing before works start and during site visits; to carry out the pre-works checks for nesting birds, [redacted], dormice and other wildlife set out in this document; to supervise the sensitive works in Table 4; to advise on the procedure if a protected species is found; and to keep a record of each visit, including any incidents and the actions taken.

11.5 The ECoW has the authority to stop works in any area where there is a risk to a protected species or a breach of a BPZ, until the issue has been resolved. Any instruction to stop works will be confirmed to the Site Manager in writing on the same day.

11.6 The ECoW will be present on site at the times shown in Table 4.

11.7 ***Table 4: Times When the Ecologist (ECoW) Will Be Present on Site***

Stage	ECoW attendance
Pre-commencement	Site check for [redacted] and other constraints; toolbox talk; inspection of BPZ fencing and signage before any works start
Demolition	Attend at the start of demolition; nesting bird check within 24 hours before demolition if within March to August
Tree, hedgerow and scrub removal	Present throughout the hand search and above-ground cut; present again when roots are removed after mid-May
Grassland and margin clearance	Attend at the start of the two-stage cut
Construction phase	Monthly monitoring visits to check BPZ fencing and compliance; on call if a protected species is found
Enhancements	Confirm the positions of the bat and bird boxes; confirm planting has been completed
Completion	Final visit before BPZ fencing is removed; short compliance note to the developer

11.8 Lines of communication are set out in Table 5. Any ecological issue on site will be reported by site operatives to the Site Manager, who will contact the ECoW. Where a protected species is found or a BPZ is breached, the ECoW will advise on the action needed and, where required, notify Natural England and the Local Planning Authority.

11.9 ***Table 5: Responsible Persons and Lines of Communication***

Role	Responsibility	Contact
Developer (Mr Roy Benson)	Overall responsibility for implementing this CEMP; appointing the Site Manager and ECoW	TBC
Site Manager	Day-to-day implementation; briefing contractors; maintaining BPZ fencing; keeping records; first point of contact for site operatives	[TBC
Ecological Clerk of Works	Ecological advice, supervision and monitoring as set out in paragraphs 11.4 to 11.6 and Table 4	TBC
Project arboriculturist	Advice on tree protection fencing and any works within root protection areas	TBC
All site operatives and subcontractors	Attend the toolbox talk; follow this CEMP; stop work and report any wildlife found	Report to Site Manager

Role	Responsibility	Contact
Horsham District Council	Local Planning Authority; approval of this CEMP and any changes to it	Development Management, 01403 215187

12.0 REFERENCES

BCT (2023a) Bat Survey Guidelines for Professional Ecologists – Good Practice Guidelines, 4th Edition. Bat Conservation Trust, London.

BCT (2023b) Guidance Note 08/23: Bats and Artificial Lighting at Night. Bat Conservation Trust and Institution of Lighting Professionals.

BS 5837:2012 Trees in Relation to Design, Demolition and Construction – Recommendations. British Standards Institution, London.

BS 42020:2013 Biodiversity – Code of Practice for Planning and Development. British Standards Institution, London.

CIEEM (2017) Guidelines for Ecological Report Writing, 2nd Edition. Chartered Institute of Ecology and Environmental Management, Winchester.

Natural England and Forestry Commission (2022) Ancient woodland, ancient trees and veteran trees: advice for making planning decisions. GOV.UK.

Sylvatica Ecology (2026a) Preliminary Ecological Assessment V1.1, Oakfield, Coolham Road, Horsham. April 2026.

Sylvatica Ecology (2026b) Biodiversity Net Gain Report V2.0, Oakfield, Coolham Road, Horsham. 30 September 2026.

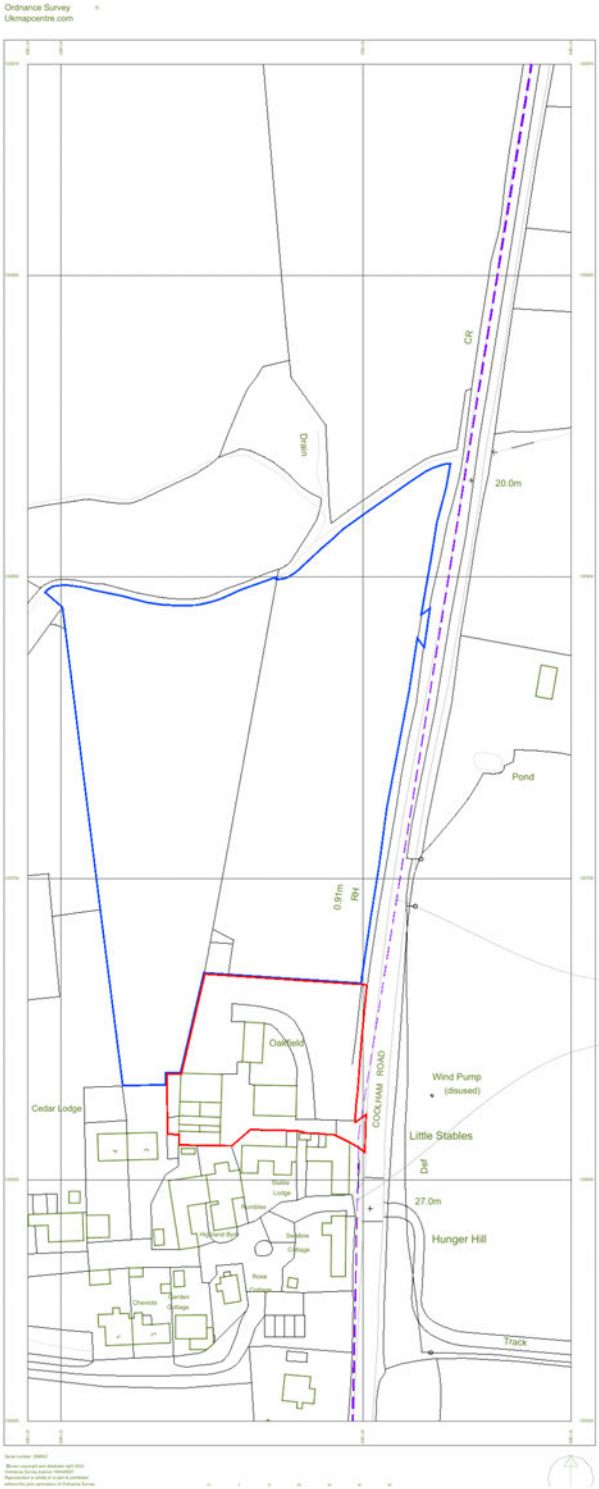
Sylvatica Ecology (2026c) Biodiversity Gain Plan, Oakfield, Coolham Road, Horsham (DC/26/0944). October 2026.

Wildlife and Countryside Act 1981 (as amended). The Stationery Office, Norwich.

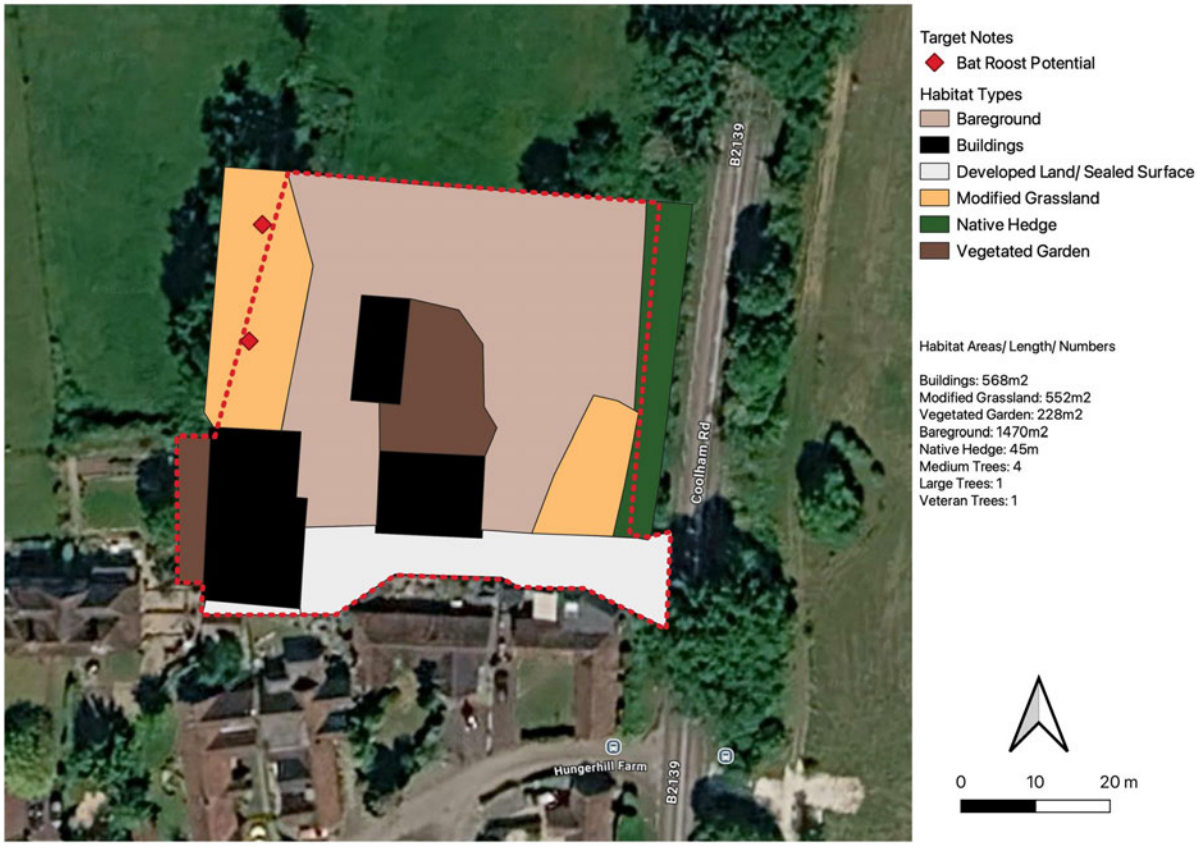
APPENDIX A: SITE LOCATION PLAN

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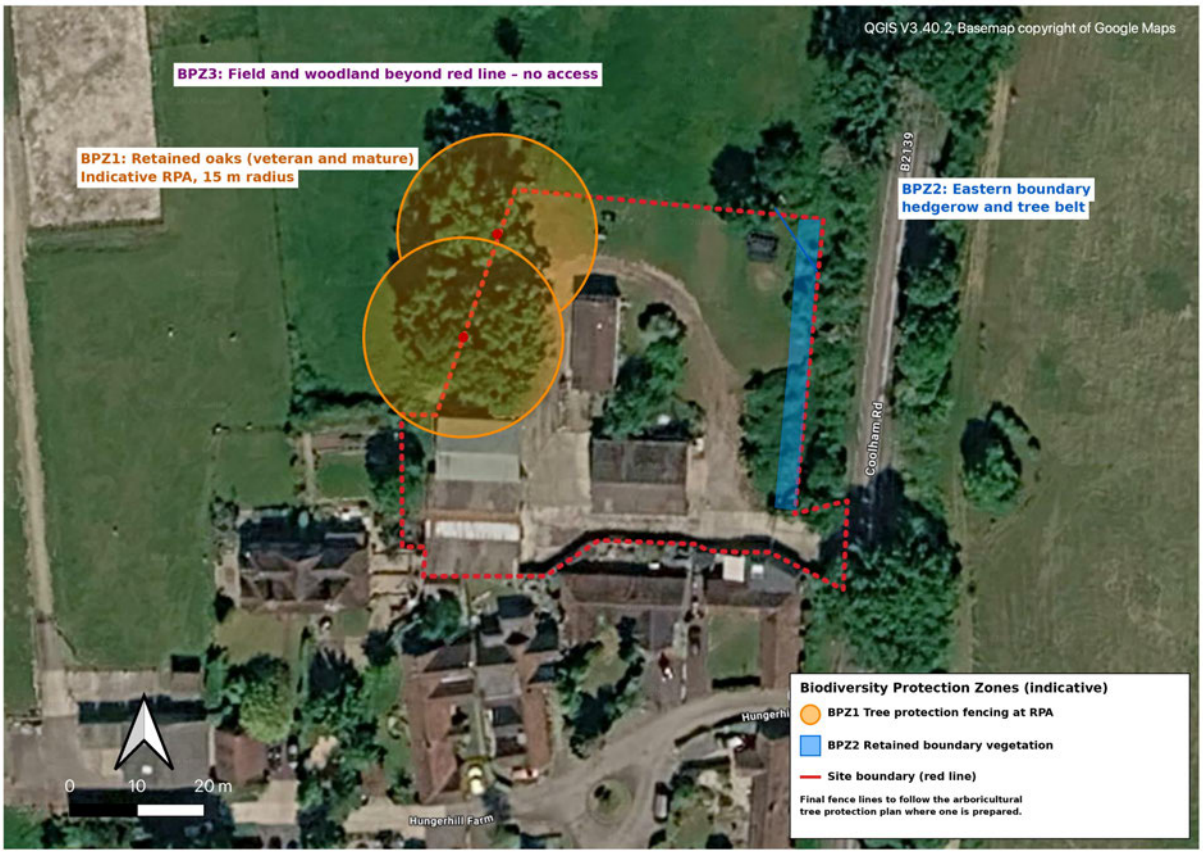
APPENDIX B: BASELINE HABITATS



APPENDIX C: PROPOSED BLOCK PLAN



APPENDIX D: BIODIVERSITY PROTECTION ZONES



APPENDIX E: TOOLBOX TALK SHEET

TOOLBOX TALK: ECOLOGICAL CONSIDERATIONS – OAKFIELD, COOLHAM ROAD

Site Address: Oakfield, Coolham Road, Coolham, Horsham, West Sussex, RH13 8QE

Planning Reference: DC/26/0944

Date:

Delivered by:

Audience: All contractors and site operatives

1. PURPOSE OF THIS TOOLBOX TALK

This briefing ensures that everyone on site knows their responsibilities for protected species and sensitive habitats during the demolition and construction works. Attendance is mandatory for all personnel before they start work on site.

2. BIODIVERSITY PROTECTION ZONES (BPZs)

- *BPZ1: the veteran oak and mature oak on the western boundary and other retained trees – fenced at the root protection area.*
- *BPZ2: the hedgerow and tree belt along Coolham Road.*
- *BPZ3: fields and woodland beyond the site boundary – no access.*
- *No entry, storage, parking, spoil, fuel, washout or fires within any BPZ. Do not move or damage the fencing.*

3. KEY ECOLOGICAL CONSTRAINTS

- *Nesting birds: all active nests are protected. Demolition and vegetation removal from March to August only after a check by the ECoW within 24 hours.*
- *Bats: the two oaks may hold bat roosts – no works to these trees. If a bat is found anywhere, stop work and call the ECoW.*
- [redacted] *hedgehog: cover or ramp excavations overnight, cap pipes and check trenches each morning. Hand-dismantle rubble and brash piles.*
- *Dormouse: hedgerow and scrub removal only under ECoW supervision, by hand, November to March.*
- *Reptiles and amphibians: two-stage cut of grassland; do not handle a great crested newt.*
- *Lighting: work in daylight; point any lights away from the trees and hedgerows; switch off when the site closes.*

4. EMERGENCY PROCEDURE

If you find a bat, [redacted], dormouse, great crested newt or active bird nest, or if a BPZ is damaged: STOP WORK IMMEDIATELY. SECURE THE AREA. TELL THE SITE MANAGER AND CONTACT THE ECOW. Do not touch or move wildlife.

5. LEGAL FRAMEWORK

Offences under the Wildlife and Countryside Act 1981, [redacted] and the Conservation of Habitats and Species Regulations 2017 can result in unlimited fines and imprisonment. You are personally responsible for your actions on site.

6. SITE CONTACTS

Ecological Clerk of Works: TBC

Site Manager: TBC