Construction Environment Management Plan

Infrastructure & Phase 2 Works, Hilland Road, Billingshurst, West Sussex

belshaw.



Client:	EVM & Dunmoore Group
Date:	18th November 2025
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Signed:	

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1.0 Introduction

1.1 This Construction Environment Management Plan (CEMP) has been prepared in response to Condition 3 of the planning consent granted under DC/25/0458 which states:

The development hereby approved shall not commence until the following construction details have been submitted to and approved in writing by the Local Planning Authority. The details shall be limited to the following measures:

(a) Details of site management contact details and responsibilities;

(b) A plan detailing the site logistics arrangements on a phase-by-phase basis (as applicable), including:

i. location of site compound,

ii. location for the loading, unloading and storage of plant and materials (including any stripped topsoil),

iii. site offices (including location, height, size and appearance),

iv. location of site access points for construction vehicles,

v. location of on-site parking,

vi. locations and details for the provision of wheel washing facilities and dust suppression facilities

(c) The arrangements for public consultation and liaison prior to and during the demolition and construction works - newsletters, fliers etc, to include site management contact details for residents;

(d) Details of any floodlighting, including location, height, type and direction of light sources, hours of operation and intensity of illumination

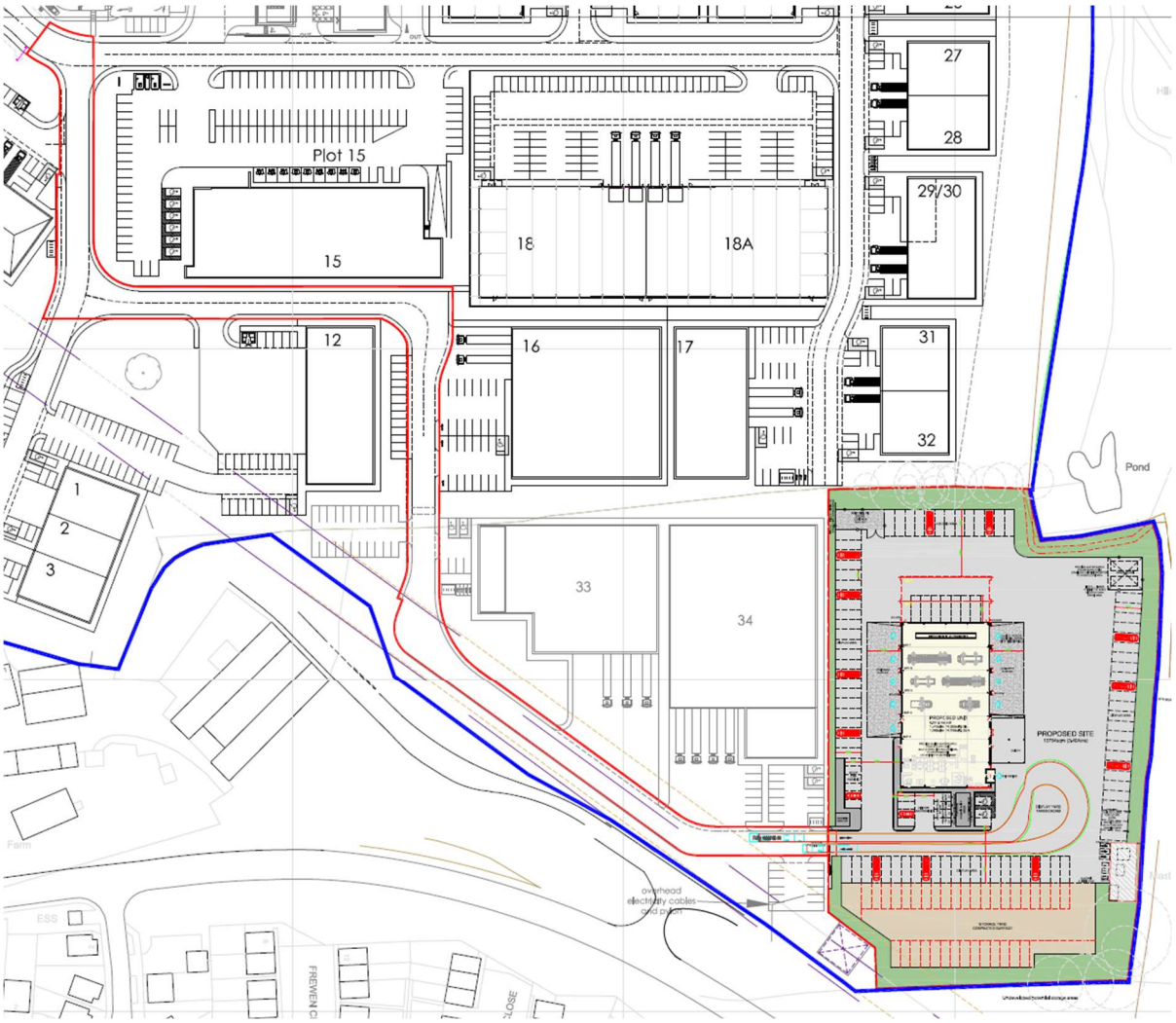
All demolition and construction activities shall thereafter be carried out in accordance with the details and measures approved.

1.2 Specific attention has been given to ensuring that the environmental impact of construction operations and surrounding land uses is managed and minimised at all times. This document identifies what controls and management procedures will be observed to deliver on this objective.

1.3 This document will be in place for the duration of the construction project. Its requirements, in addition to all other environmental and health and safety legislation will be observed during construction operations.

1.4 The scope of this project is to construct a new workshop and storage building with associated vehicular parking, yard area and access in a section of greenfield and soft landscaping in accordance with the approved plans.

Please refer to planning application and therefore site boundary drawing below.



1.5 Below ground works including the installation of surface water attenuation and new foul drainage. The surface water and foul drainage will outfall in part to the existing infrastructure installed as part of the previous estate works. Refer to the relevant Flood Risk and Drainage Strategy document as part of the initial planning application for reference.

1.6 All works are to be completed within the private land of Dunmoore Group. Existing access arrangements will be maintained throughout the duration of the works.

Sections of the works will be carried out in the proximity of the existing Hilland Road and Billingshurst Trade Park developments. These will be factored into the below Construction and Environmental Management Plan.

General Issues

2.1 The site boundaries are as defined on the application site plan and details of site areas, compounds and hoardings are shown on the Outline Logistics Plan as Appendix 1.

2.2 The existing fencing and any temporary Heras fencing will be maintained as a secure site boundary and will display the main contractor's name with readily visible 24-hour contact numbers.

Responsibilities

2.3 All works being undertaken on site will be managed and co-ordinated by the Main Contractor, who will have a full time Site Manager and supporting site staff who will liaise with the client, the professional team, resident staff/operatives, site personnel, local authorities, residents and other statutory bodies, as required.

2.4 The Project Director will have overall responsibility within the Main Contractor to ensure all the correct processes and procedures are in place and implemented on site as well as ensuring these are cascaded to our supply chain. They will also be responsible of ensuring all our staff are trained to the correct level and are all competent in their specific roles.

It will be the Project Director's responsibility to ensure all direct employees and associated Sub-Contractors and Third Party works on site are being carried out in accordance with this CEMP.

2.5 The Contracts Manager will be responsible for ensuring the site is established correctly and remains compliant with health, safety and environmental requirements. They will also support our site team in ensuring all safe working practices are enforced and that all RAMS are in place and signed off prior to any trades commencing on site.

It will be the Contracts Manager's responsibility to ensure all direct employees and associated Sub-Contractors and Third Party works on site are being carried out in accordance with this CEMP.

2.6 The Site Manager will be responsible for the implementation of health, safety and environmental procedures on site ensure all operatives and visitors are inducted and that all RAMS are followed by the contractors. The Site Manager will also be responsible for ensuring the site is set up and maintained in a safe manner as well as continued communication on safety via toolbox talks and site briefings and will also be a trained first aider.

It will be the Site Manager's responsibility to ensure all direct employees and associated Sub-Contractors and Third Party works on site are being carried out in accordance with this CEMP.

Waste Management

2.7 It will be the responsibility of the Main Contractor to appoint licensed waste carriers to dispose of any waste which arises during the construction works. All waste transference notes/receipts for spoil removed from site will be retained and issued on project completion. Disposal to landfill will be avoided wherever possible, utilising the waste hierarchy to inform decision making and material selection.

1. Prevention
2. Re-use
3. Recycling
4. Recovery
5. Disposal

2.8 Waste disposal points will be positioned within the site boundary and within a designated storage area which will be within the carpark portion of the site at all times.

Site Management

2.9 An experienced site manager will manage this project and will be directly responsible to the Main Contractor Senior Management.

2.10 The works will be carried out in such a way as to minimize inconvenience to the public, and other adjacent occupiers. The works will also take into account of current Legislation, Police, Fire Authority, HSE and local

authority guidance and other restrictions, procedures and controls (i.e., planning conditions/legal obligations/ecological constraints). The emphasis will be on the management of potential construction impacts.

2.11 The site manager will: -

- Liaise with all the contractors' senior management and employers representatives on all aspects of the construction works.
- Enforce the site protocols and procedures that need to be considered for the implementations of this document.
- Represent the Main Contractor on construction matters with all Statutory Authorities.
- Co-ordinate and manage site cleaning if / as necessary.
- Co-ordinate site security.
- Co-ordinate the complaints handling procedures.
- Implement the site construction management scheme.
- Liaise with neighbours and contractors of adjacent developments

2.12 All contractors will be required to wear personal protective equipment in accordance with all current health and safety legislation and to conform to the Main Contractor health and safety plan and Site Induction Requirements. The minimum requirement is three points – hard-hat, safety boots and hi-visibility vest. Any additional PPE will be required as defined within a task specific risk assessment.

2.13 The site will be secured on all boundaries with Heras fencing which will remain in place throughout the construction period. This fencing will be double clipped and secured with rakers to ensure integrity of the boundary. This boundary will be used to segregate the site from the general public and to segregate vehicle movements from work areas and pedestrians on site.

The fencing will be regularly inspected by the site manager to ensure continuity and regular maintenance is upheld. Public viewing will be possible through the Heras fencing and so no viewing panels shall be required. This may at times be impeded by debris netting at various stages of the works, however will not be completely obstructed.

2.14 All fencing will be in place prior to the commencement of construction works and remain in place for the duration of the build programme.

2.15 The compound will comprise dedicated areas for the following:

- A materials store (gated);
- An area for the storage of waste; and
- Welfare facilities, including site manager's office, staff canteen, drying room and WCs.

2.16 the Main Contractor will install signage for the site to cover the following: -

- Construction traffic arriving at the site
- Pedestrians arriving at the site
- Contact address and telephone numbers
- Signage to meet health and safety requirements

2.17 Primary access to the site for the duration of the works will be via the existing estate entrance on Stane Street only. Direct access to the construction site will be via the round-a-bout entrance into the retail centre and the partially completed access road between the supermarket unit (Lidl) and the builder's merchants (NYE's Building Supplies). From here, site attendants will be directed to the site compound a short way around the proposed access road behind the builder's merchants.

2.18 Parking will be made available on the site with a dedicated parking area close to the site welfare. It will be capable of parking at least 20 cars / vans at one time. This shall be extended if required to ensure adequate parking is available on site at all times. Contractors shall not park within the NYE or Lidl units, or the wider Billingshurst Trade Park Estate. The Main Contractor's site management will actively police this policy.

2.19 Generally, delivery of materials and plans and removal of waste will typically occur between 08:00 and 17:00 on weekdays and between 08:00 and 12:00 on Saturdays. There may be exceptional circumstances where deliveries need to occur outside these times but within the operational hours of the construction site.

2.20 Delivery vehicles will be controlled at all times to ensure that unloading and loading only take place within the designated time slots and within the site hoarding. Vehicles will enter the compound area via gates accessed within the car park, a banksman will supervise to ensure no deliveries are kept within the wider site.

All deliveries will occur within the site; there will be no roadside deliveries.

2.21 All subcontractors and suppliers will be required to arrange delivery slots in order to prevent congestion on the local highway network and manage traffic within the car park. Where possible, all deliveries will be booked with at least 48 hours' notice. If any changes are required to the timed delivery or collection, this will need to be rearranged with the site manager or logistics manager. Efficient management of the scheduling of deliveries will minimize the storage capacity required on site, double handling, and congestion to the local highways.

2.22 It will be the Main Contractor's responsibility to ensure the above is adhered to, that clear signage is in place to direct deliveries to the correct access and to arrange delivery times to avoid local congestion. Uninterrupted access for emergency vehicles will be maintained at all times.

2.23 It is expected that all construction traffic will access the site from Stane Street or via New Road into the Trade Park entrance. It is possible that a small number of contractors may travel for commuting purposes via train to Billingshurst Railway Station. From here there is a short 15-minute bus journey to Billingshurst Trade Park.

2.24 All materials will be neatly stored on the site (dry store where appropriate). Where there are bulk materials which are stored externally, they will be suitably protected until incorporated within the works. Bulk materials will be off loaded with the mechanical plant if possible to minimise manual handling and standing time for delivery vehicles.

2.25 If debris is spread beyond the site, the developer will undertake to sweep the roads and footpaths immediately adjoining the site on a daily basis, as and when required, to remove any spoil or debris deposited on the highway resulting from the construction works on the site.

Any loads leaving site likely to produce dust or carrying materials will be covered as per National Highways requirements. If the road is not maintained cleaned by the cleaning facilities already on site, a road-sweeping machine will visit when required, or on daily basis during periods of wet weather and heavy earthworks, to ensure the road remains in clean condition during adverse weather where the soil conditions on site will likely deteriorate.

2.26 The current estimate of delivery vehicles is approximately 10 vehicles per day, however there may be occasions where this is exceeded, but often occasions where there are fewer deliveries than this. Generally, deliveries will be made via articulated lorries, fixed-axle trucks, flat-bed trucks and vans and will be agreed with the Site Manager 48 hours in advance of arriving on site.

2.27 Crane positions will be confined within the site boundary. Mobile cranes only will be used for the erection of the frame and hoisting of roofing material if required. No other cranes are anticipated to be required, with any other lifting being carried out by suitably sized excavator or forklift truck. Should a crane be required, the Main Contractor will ensure that the slew distance from crane location does not extend beyond the site boundary in any circumstance.

2.28 Not only will the Main Contractor staff and subcontractors follow the construction site rules but they will also comply with emergency procedures that are controlled by the client or client's agents as and where necessary. This includes, but not limited to, evacuation procedures in the case of fire or any other immediate emergency.

Working Hours

2.29 The working hours will be;

Monday – Friday 08:00 – 18:00

Saturday 08:30 – 13:00 if / as necessary

There will be no works on Sundays or Public Holidays.

2.30 The Main Contractor will confine construction activity to within these hours. However, there may be occasions when work beyond these hours will be required. In such cases of special or unusual activities due to take place beyond these hours, relevant neighbours will be notified, and appropriate agreements sought.

2.31 Floodlighting may be necessary during the winter months during hours when site operations are being carried out outside of daylight hours but within standard working hours.; The exact requirement will be defined by a risk assessment undertaken by the Site Manager. Floodlights will be of a mast type with twin heads, adjustable height to a maximum of 6m mounted on a telescopic tripod. The use of floodlights will be used within the permitted working hours only and minimised as much as possible, and the local residents informed of their planned usage. Lights will only be directed internally to site so as to avoid any spillage or glare over the south boundary, and not positioned in such a way that could compromise the nearby intersection on the A272.

2.32 Local residents will be provided with a contact number for the Main Contractor's site manager, who, with support from the Contracts Manager will engage with local residents to maintain a strong relationship which is key to the success of this project.

Noise

3.1 Noise levels will be controlled as reasonably as possible to ensure that the development occurs in way that is not detrimental to the amenities of neighbouring properties. Should there be any noise risk then the "best practice recommendations of noise control" as outlined in BS5228-1: 2009 will be followed. Please see below actions taken to reduce noise:

- Appropriate space to be provided for parking and turning of operative, construction and visitor vehicles.
- All vehicle drivers to be advised of agreed haulage routes selected to minimise any noise impact arising from additional lorry movements;
- Silencers or mufflers as appropriate to be fitted to plant and machinery;
- A Prior Consent agreement with Horsham Borough Council will be sought for any substantial or particularly noise-sensitive project. Under Section 61 of the Control of Pollution Act 1974 prior agreement can be reached on noise controls, which prevent the need for formal interventions, which may later be introduced without warning, with associated delays and costs. Noise problems as far as is practical will be anticipated in advance and control measures will be agreed with the local authority to prevent problems later;
- Noisy plant and equipment will be sited as far away as is practicable from sensitive receptors. The use of barriers and partitions to deflect noise away from noise sensitive areas will be employed wherever practicable. Rapid access to portable acoustic screens such as those specified in British Standard BS5228:1997:Part 1 will be provided;
- Where necessary to control noise, hoardings may be provided. Hoarding may take the form of existing buildings, security hoards, or purpose built noise screens. Specific noise reduction hoarding is available where noise impact is a particular issue, or effective hoarding can be constructed on site from two sheets of 12mmmm board filled with a sound absorbing material such Rockwool;
- Effective screening/hoarding will be appropriately sited between the noise source and the potential receptor, contain no holes and ensure that the screening material overlaps with minimal gaps;
- All plant and machinery will comply with relevant statutory and manufactures' requirements. Vehicles and plant used for the purpose of the works will be fitted with effective exhaust silencers, maintained in good and efficient working order and operated to minimise noise emissions;
- Machinery in intermittent use will be shut down in the intervening periods between work or throttled down to a minimum. Noise emitting equipment required to run continuously e.g. generators, will be housed in suitable noise reducing enclosures;
- Only "sound reduced" compressors shall be used. Models will be fitted with properly lined and sealed acoustic covers that shall be kept closed whenever the machinery is in use;
- Pneumatic percussive tools will be fitted with mufflers or silencers of the type recommended by the manufacturers. Equipment that breaks concrete, brickwork or masonry by bending or by bursting shall be used in preference to percussive tools as far as practicable;
- Where practicable rotary drills bursters actuated by hydraulic, chemical or electrical power will be used for excavating hard or extrusive materials;
- Plant will be maintained in good working order so that extraneous noise from mechanical vibration, creaking and squeaking is kept to a minimum; and
- Care will be taken when loading or unloading vehicles, or moving materials etc to reduce noise impact.

Vibration

3.2 It is considered that vibration impacts will be minimal during the construction of the development. In the event that a complaint is received regarding vibration during the works and is established then remedial measures will be proposed, agreed and implemented.

Air Quality

3.3 Construction works will be carried out in such a way as to limit the emissions of air pollution by employing the best practical means. Any necessary stockpiling will be minimised during the groundworks phase. Should there be any risk of dust generation from stockpiles these will be covered and/or damped down.

3.4 Cutting of materials will be carried out in a controlled measure, adopting best practice principles (e.g., the use of extracted cutting enclosures, self-extracting tools and damping down). The specific method for each task will be described in the method statement and approved by the Site Manager in advance of the work being carried out.

3.5 Al l as outlined in the IAQM (Institute of Air Quality Management) "Guidance on the Assessment of the impacts of Construction on Air Quality and the Determination of their Significance".

3.6 Open fires are prohibited on the Main Contractor's site and any risk of potential smoke from machinery, vehicles or combustion will be dealt with using the "GLA Best Practice Guidance : The Control of Dust and Omissions from Construction and Demolition".

Surface Water Protection Measures

3.7 To minimise the risk of potential pollutants entering the surface water system, the following actions will be taken:

- Confirm the location of live gullies on site prior to commencement.
- Provide protections to any gullies likely to be affected by works.
- Ensure no fuel or chemicals are stored near live gullies, even if protected.
- Where groundworks are undertaken, ensure no muds or silts are permitted to leave site. This may require wheel wash facilities or road sweepers during some phases of works.
- Any tanks and containers to be labelled with nature of contents and total volume secured.
- Supervisors to be familiar with the provisions of CIRIA 'Environmental best practice on site guide (4th edition) re control of contaminated run off.
- All operatives to be familiar with the Incident Response Procedure and trained in spill response.

Please refer to the diagram within Appendix 2 for the processes that will be in place should a risk of pollutants spilling into adjacent surface water features be identified on site and the associated action plan in the case of an accident.

Other Environmental Issues

3.8 The Main Contractor will be responsible for ensuring that all subcontractors adopt effective control measures to prevent contamination of the ground through activities.

3.9 All debris arising from the construction will be placed into skips. To encourage recycling there will be segregated skips for different waste, i.e., wood, metal, plasterboard etc. as appropriate.

3.10 It will be prohibited to allow waste to be stored for any extended length of time to prevent the attraction of birds and wildlife.

3.11 Site operatives will be encouraged to use public transport or vehicle share where possible to avoid extra traffic demand/parking requirements in the area.

3.12 Fuel stored on site for plant will be placed in bunded bowsers at the furthest practical point away from the site entrance and estate road.

Summary

4.1 The construction programme is 9 months in duration.

4.2 The programme will follow a basic construction sequence.

- Site establishment, including access roads and welfare
- Earthworks to set site levels
- Earthworks in connection with and the installation of site drainage
- Earthworks in connection with and installation of site drainage
- In-situ concrete foundations and slab sub-base (dependant of final foundation design)
- Erection of steel frame and roof structure
- Cladding
- Glazing and external doors
- Formation of site access roads, concrete yards, car parking, footpaths and cycle ways
- Installation of statutory services – water, gas and electric
- External finishes
- Site wide landscaping
- Handover to client
- Site demobilisation

Works generating noise and dust

4.3 The below table sets out works that are considered to have the potential to be noisy and/or generate dust. Where applicable, the control measures described elsewhere in this document will be used to mitigate the effects to the surroundings areas and neighbours, as well as the principle of pro-active engagement.

Activity	Noise	Dust
Site vehicle movements / deliveries		✓
Earthworks and associated vehicle movements		✓
Cutting and grinding of drainage and reinforcement materials	✓	✓
Importing and compacting aggregates	✓	✓
Steel Frame erection		✓
Cladding to external envelope		✓
Pouring / pumping of in-situ concrete	✓	✓
Power-floating to internal floor slabs	✓	✓
Cutting and grinding of external finishes (e.g., kerbs)	✓	✓

APPENDICES

25102 – Outline logistics Plan – Development Plan – 28/11/25

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Site Area / Boundary



PROJECT INFORMATION:	
Job Nr:	25102
Client:	Dunmoore Limited
Address:	Billingshurst Business Park, Unit 35 (EVM)
Date:	28th November 2025
LEGEND:	
	Works Area
	Building Footprint
	Extent of Planning Boundary
Note	All areas outside of the demarcated Development Area are to be landscaped with edging utalised to retain the topsoil where abutting a boundary. Refer to the Landscaping plan for further detail.

25102– Outline logistics Plan – Fencing Plan – 28/11/25

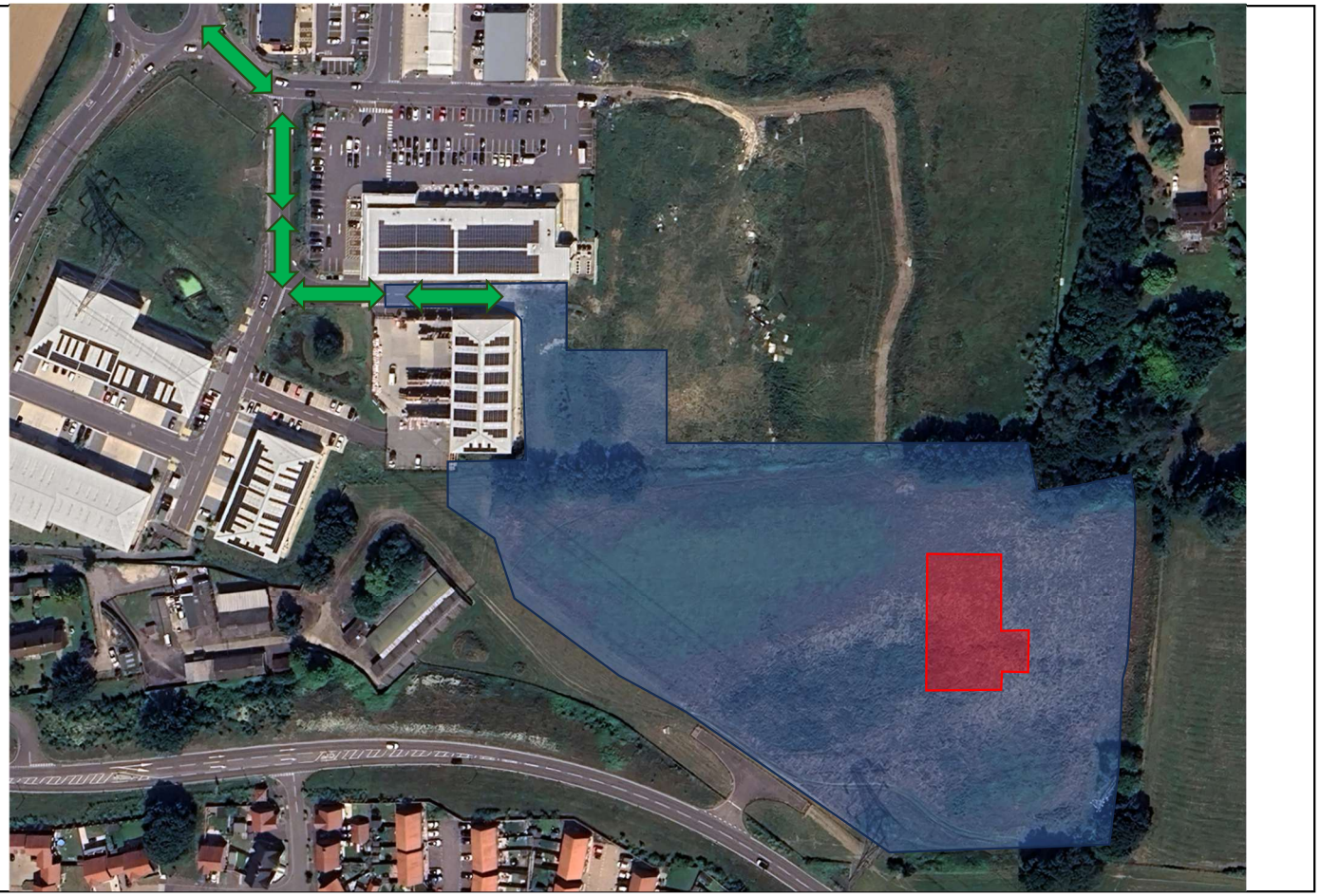
Hoarding / Segregation Plan



PROJECT INFORMATION:	
Job Nr:	25102
Client:	Dunmoore Limited
Address:	Billingshurst Business Park, Unit 35 (EVM)
Date:	28th November 2025
LEGEND:	
	Development Area
	Access Gates
	New Herras Fencing Line

25102– Outline logistics Plan – Access / Traffic Management Plan – 28/11/25

Traffic Management Plan



PROJECT INFORMATION:	
Job Nr:	25102
Client:	Dunmoore Limited
Address:	Billingshurst Business Park, Unit 35 (EVM)
Date:	28th November 2025
LEGEND:	
⟷	Site Material Delivery Route
▭	Development Area
▭	Building Footprint

25102 – Outline logistics Plan – Site Set-Up Plan – 28/11/25

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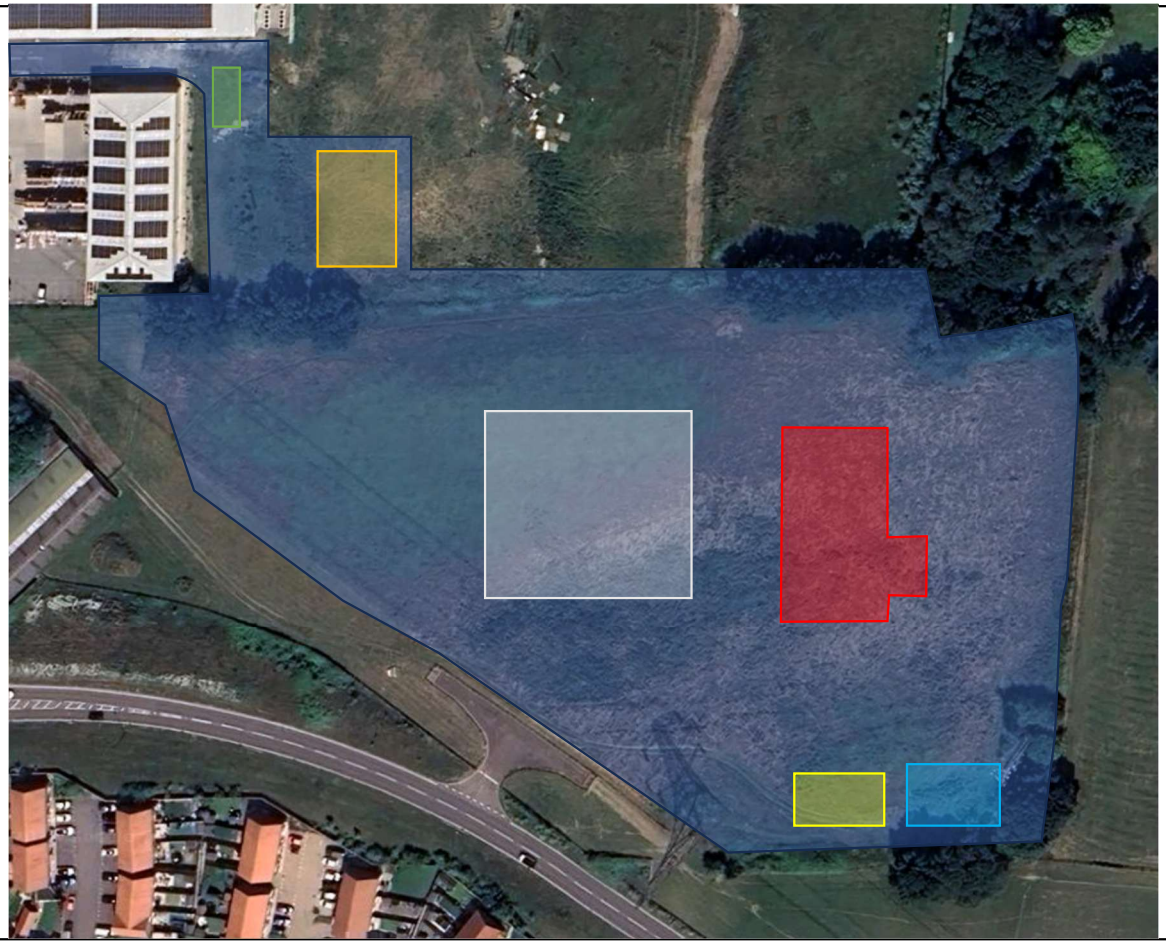
Site Set-Up Plan



PROJECT INFORMATION:	
Job Nr:	25102
Client:	Dunmoore Limited
Address:	Billingshurst Business Park, Unit 35 (EVM)
Date:	28th November 2025
LEGEND:	
	Development Area
	Building Footprint
	Indicative Welfare Location
	Indicative Material Laydown Area
	Indicative Contractor Parking Zone
	Indicative Wheel Wash Area
	Material / Topsoil Stockpile

Stop – Contain – Notify

Diesel Spills

Call for aid

Stop work immediately and prevent any more material escaping, e.g. right the jerry can, close valves

Call for aid

Protect any adjacent surface water feature using the adjacent spill kit contents. Clear up spill

Notify the site manager / foreman with the following information:

- where the substance has entered the drain/watercourse or is affecting the environment
- substance involved
- location
- reason for incident
- quantity involved.

Site Manager will dispose of used materials appropriately and replace the used kit

Spillage type

Major: Cannot be controlled, pollution has entered, or could enter a drain or watercourse. Report to the foreman/supervisor immediately

Minor: Can be controlled, pollution has note entered, and cannot enter a drain or watercourse. Report to the foreman/supervisor immediately

Foreman/supervisor instructions

Major: Contain and report immediately

Minor: Clean up immediately using appropriate materials (granules, pads etc)

In Major instance report to EA (see contact below)

Contact

Environment Agency (EA) Emergency Spill Line 0800 80 70 60

Write up report of incident to be retained in site records including:

- date, time, location of spill
- substance(s) involved
- action taken to contain it
- lessons learnt.

Adapted from: Environmental good practice on site guide (fourth edition) CIRIA