



30 West Street,
Horsham, RH12 1PB

Construction Management Plan

APEX
STRATEGIES

Control Sheet

Client Name:	Ganco Holdings Ltd
Project Title:	30 West Street, Horsham, RH12 1PB
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1.0 Introduction

1.1 Overview

This Construction Management Plan (CMP) has been prepared by Apex Strategies Ltd on behalf of Ganco Holdings Ltd in support of the approved prior approval development at 30 West Street, Horsham, RH12 1PB.

Figure 1 - Site Location



Prior approval was granted by Horsham District Council under reference DC/26/0146 for the part change of use of the ground floor and the change of use of the first and second floor retail space from Class E(a) to 8 no. residential dwellings (Class C3).

The development is subject to a pre-commencement condition requiring the submission and approval of construction logistics details. For completeness, Condition 2 is set out below verbatim:

"No development shall take place, including any works of demolition, until the following construction site set-up details have been submitted to, and approved in writing by, the Local Planning Authority.

- A. The location for the loading and unloading of plant and materials, site offices, parking and storage of plant and materials*
- B. Details of the hours of works and other measures to mitigate the impact of construction on the amenity of the area and safety of the highway network; and*
- C. Details regarding contractors' parking*

The approved details shall be adhered to throughout the construction period.

Reason: As this matter is fundamental in order to consider the potential impacts on the amenity of nearby occupiers during construction and in accordance with Policy 33 of the Horsham District Planning Framework (2015)."

This document addresses the requirements of that condition directly and in full, setting out how the construction phase will be managed in a manner that is appropriate to the site's constrained town centre location and sensitive surroundings.

1.2 Project Details

The works involved in delivering the proposed change of use are primarily limited to the internal reconfiguration of the building, including;

- A.** Creation of a new residential entrance lobby with adjacent cycle and refuse storage areas, accessed from Black Horse Way. This will be an extension of the existing lobby to the rear of the building and will include the construction of a new internal stair serving the upper floors.
- B.** Appropriate compartmentation of the first floor level to create 6 N° self-contained residential units and protected escape routes.
- C.** Appropriate compartmentation of the first floor level to create 2 N° self-contained residential units and protected escape routes; and,
- D.** Demolition of a section of existing roof to form a roof terrace at first floor level.
- E.** Changes to the external envelope are minor and limited to new uPVC windows and white rendering to the front, rear and side elevations.

1.3 Contractor Information

The works will be undertaken by **Lee Ball Construction Worxs Ltd** who have been appointed as the principal contractor for the development. At the time of preparing this CMP, a detailed construction programme and associated method statements have not yet been finalised. The logistics strategy set out within this document has therefore been prepared on the basis of the approved scheme, the site context and the anticipated nature of the works. It is expected that the appointed contractor will develop a detailed programme and method statements prior to commencement, which will align with and operate within the parameters established by this CMP.

Company: Lee Ball Construction Worxs Ltd

Name: Lee Ball

Tel: 07507 656 971

Address: Highfield House White Horse Road, Meopham, Gravesend, Kent, England, DA13 0UF

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2.0 Construction Management

2.1 Construction Vehicle Access

All construction-related access, including deliveries, loading and unloading, will take place from Black Horse Way. This approach is dictated by the physical and operational characteristics of the site.

The pedestrianised nature of West Street precludes its use for construction activity, whereas Black Horse Way already accommodates servicing associated with surrounding commercial uses. The approved Transport Statement confirms that servicing associated with the completed development will take place from this location, and it is therefore logical that the construction phase adopts the same arrangement.

The Local Highways Authority, West Sussex County Council (WSCC) has previously acknowledged, in relation to nearby development (14-15 West Street), that deliveries are expected to be taken from Black Horse Way and managed in a manner consistent with existing servicing activity.

"The Local Highways Authority appreciates that deliveries will be required to be taken from the highway in this location due to the location of the site. The site deliveries would be anticipated to occur in a similar way to the deliveries currently serving the commercial uses from Black Horse Way."

The LHA advises that the applicant consults the Area Officer prior to the works commencing, regarding any traffic management requirements that may be needed throughout the construction process due to the restrictions enforced along Black Horse Way."

2.2 Loading and unloading

All loading and unloading of plant and materials will occur on Black Horse Way at the rear of the site.

Delivery activity will be actively managed by the contractor. Materials will be brought to site in a controlled manner, with deliveries timed to align with the construction programme. A just-in-time approach will be adopted wherever practicable in order to reduce the need for temporary storage and to minimise disruption to the surrounding highway.

Given the nature of the development and its relatively modest construction requirements, most deliveries are expected to be undertaken using standard delivery vehicles (10m rigid or less). No larger/over-sized vehicle access is anticipated to be necessary. If larger deliveries are required, these will be arranged in advance and supervised to ensure that operations are completed efficiently.

Deliveries will be scheduled and coordinated to avoid unnecessary waiting on the highway. Vehicles will remain on Black Horse Way only for the time required to complete loading or unloading safely, after which they will depart the area.

2.3 Site Offices and Welfare

Site management and welfare arrangements will be accommodated within the site boundary. This may involve the use of an internal area within the building or a temporary welfare facility located within the curtilage of the site.

No site offices or welfare facilities will be located on West Street or Black Horse Way. This ensures that construction activity remains contained within the site and avoids unnecessary encroachment into the public realm.

2.4 Storage of Plant and Materials

The constrained nature of the site necessitates a carefully managed approach to storage. Plant, tools and materials will be stored internally within the building footprint.

This will be supported by a phased procurement strategy, whereby materials are delivered broadly in line with programme requirements rather than stockpiled in advance. This approach reduces the need for external storage and helps maintain a safe and orderly working environment.

No plant, equipment or materials will be stored on the public highway outside the immediate period required for loading and unloading.

2.5 Working Hours

Construction activity will be undertaken within the following hours:

- 08:00 to 18:00 Monday to Friday
- 08:00 to 13:00 Saturday
- No working on Sundays or Bank Holidays

These hours are appropriate for a town centre location and provide a reasonable balance between facilitating construction and protecting neighbouring amenity.

2.6 Construction Impacts

Dust Mitigation

Construction activities have the potential to generate airborne dust, which can impact local air quality, nearby residents, and road users if not appropriately managed. This section outlines the dust control measures to be implemented during the construction of the development in accordance with the Institute of Air Quality Management (IAQM) Guidance on the Assessment of Dust from Demolition and Construction.

No earthworks are to be undertaken and there will be no direct vehicle access to the construction areas, as such, any trackout will be non-discernible (i.e. the transfer of mud, dirt and debris onto the public highway by construction vehicles). Similarly, the vast majority of demolition and construction activities will be contained within the envelope of the building and would be unlikely to result in dust impacts to off-site sensitive receptors. On this basis it is considered that the Dust Emission Magnitude is Small.

With regard to the sensitivity of local receptors, there are no known ecological receptors in the relative proximity of the site (i.e. Nature Reserves, or Sites of Special Scientific Interest (SSSI)), human exposure is predominantly transient given the location along the town centre high street, and the surrounding area is largely commercial meaning that the sensitivity to dust soiling is not high.

Based on the Small dust emission magnitude and the Low-Medium sensitivity of local receptors, it is considered that the appropriate classification for the site would be Low Risk.

It is proposed that dust mitigation measures shall be implemented throughout the construction period in accordance with the highly recommended measures detailed in the following table based on a Low Risk classification.

Table 1 - Dust Mitigation Measures for Low Risk Sites

Y = Highly Recommended Measure
N = Not Highly Recommended

Communications	Low Risk
Develop and implement a stakeholder communications plan that includes community engagement before work commences on site.	N
Display the name and contact details of person(s) accountable for air quality and dust issues on the site boundary. This may be the environment manager/engineer or the site manager.	Y
Display the head or regional office contact information.	Y
Develop and implement a Dust Management Plan (DMP), which may include measures to control other emissions, approved by the Local Authority. The level of detail will depend on the risk, and should include as a minimum the highly recommended measures in this document. The desirable measures should be included as appropriate for the site. In London additional measures may be required to ensure compliance with the Mayor of London's guidance. The DMP may include monitoring of dust deposition, dust flux, realtime PM10 continuous monitoring and/or visual inspections.	N

Site Management:	
Record all dust and air quality complaints, identify cause(s), take appropriate measures to reduce emissions in a timely manner, and record the measures taken.	Y
Make the complaints log available to the local authority when asked.	Y
Record any exceptional incidents that cause dust and/or air emissions, either on- or off-site, and the action taken to resolve the situation in the log book.	Y
Monitoring:	
Carry out regular site inspections, record inspection results, and make an inspection log available to the local authority when asked.	Y
Increase the frequency of site inspections by the person accountable for air quality and dust issues on site when activities with a high potential to produce dust are being carried out and during prolonged dry or windy conditions.	Y
Agree dust deposition, dust flux, or real-time PM10 continuous monitoring locations with the Local Authority. Where possible commence baseline monitoring at least three months before work commences on site or, if it a large site, before work on a phase commences. Further guidance is provided by IAQM on monitoring during demolition, earthworks and construction.	Y
Preparing and maintaining the site:	
Plan site layout so that machinery and dust causing activities are located away from receptors, as far as is possible.	Y
Erect solid screens or barriers around dusty activities or the site boundary that are at least as high as any stockpiles on site.	Y
Fully enclose site or specific operations where there is a high potential for dust production and the site is active for an extensive period.	N
Avoid site runoff of water or mud.	Y
Keep site fencing, barriers and scaffolding clean using wet methods.	N
Remove materials that have a potential to produce dust from site as soon as possible, unless being re-used on site. If they are being re-used on-site cover as described below.	N
Cover, seed or fence stockpiles to prevent wind whipping.	N
Operating vehicle / machinery and sustainable travel:	
Ensure all on-road vehicles comply with the requirements of the London Low Emission Zone and the London NRMM standards, where applicable.	Y
Ensure all vehicles switch off engines when stationary - no idling vehicles.	Y
Avoid the use of diesel or petrol powered generators and use mains electricity or battery powered equipment where practicable.	Y

Operations:	
Only use cutting, grinding or sawing equipment fitted or in conjunction with suitable dust suppression techniques such as water sprays or local extraction, e.g. suitable local exhaust ventilation systems.	Y
Ensure an adequate water supply on the site for effective dust/particulate matter suppression/ mitigation, using non-potable water where possible and appropriate	Y
Use enclosed chutes and conveyors and covered skips.	Y
Minimise drop heights from conveyors, loading shovels, hoppers and other loading or handling equipment and use fine water sprays on such equipment wherever appropriate.	Y
Ensure equipment is readily available on site to clean any dry spillages, and clean up spillages as soon as reasonably practicable after the event using wet cleaning methods.	N
Waste Management:	
Avoid bonfires and burning of waste materials.	Y
Measures specific to demolition	
Ensure effective water suppression is used during demolition operations. Hand held sprays are more effective than hoses attached to equipment as the water can be directed to where it is needed. In addition high volume water suppression systems, manually controlled, can produce fine water droplets that effectively bring the dust particles to the ground.	Y
Avoid explosive blasting, using appropriate manual or mechanical alternatives.	Y
Bag and remove any biological debris or damp down such material before demolition.	Y
Measures specific to construction	
Ensure sand and other aggregates are stored in bunded areas and are not allowed to dry out, unless this is required for a particular process, in which case ensure that appropriate additional control measures are in place.	N
Measures specific to trackout and earthworks	
Not applicable	

Noise Control

Noise will be managed through the restriction of working hours (as set out in Section 2.5) and the use of appropriate plant and equipment. Unnecessary disturbance, including excessive noise, idling vehicles and avoidable nuisance, will be actively controlled by the contractor.

2.7 Contractors' Parking

No contractor parking will be provided on site.

In the first instance, the contractor will seek to encourage sustainable travel to / from the site, taking advantage of the site's highly accessible town-centre location and immediate proximity to Horsham Bus Station.

Where travel by car / van cannot be avoided, all operatives will be required to utilise off-site parking facilities. The primary location identified for this purpose is the NCP Black Horse Way car park, which is located within convenient proximity to the site and is well suited to accommodate construction-related parking demand.

A clear instruction will be issued to all contractors that parking on surrounding streets is not permitted. Compliance with this requirement will be managed by the contractor throughout the construction period.

3.0 Conclusion

The Construction Logistics Plan addresses each element of Condition 2 and demonstrates that the approved development can be delivered in a safe and controlled manner that is appropriate to its town centre setting.

Construction activity will be focused on the Black Horse Way frontage, avoiding the pedestrianised West Street environment. Site operations will be contained within the site boundary, supported by controlled delivery scheduling and internal storage of materials wherever practicable. Contractors will park off site, and construction hours will be managed to protect neighbouring amenity.

On this basis, it is considered that the requirements of Condition 2 have been fully satisfied and that the condition is capable of being discharged.

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