Southern Contractors

CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN (CEMP)

Site Address:

Morelands Barn

Naldretts Lane,

Rudgwick,

Horsham,

RH12 3BU

Contents

1. Introduction
2. Regulatory Framework and Planning Conditions
3. Site Location and Operating Hours
    3.1. Project Description
    3.2. Site Operating Hours
    3.3. Proposed Site Plan
4. Construction Programme, Methodology and Management
    4.1. Method of Construction
    4.2. Construction Site Access and Vehicle Route
    4.3. Construction Site Security
    4.4. Traffic Management and Plant Management
    4.5. Construction Noise
    4.6. Construction Waste
        i. Waste Segregation
    4.7. Air Quality and Dust Management from Construction Activities
        i. Emissions from vehicle
        ii. Emissions from Construction on site activities
5. Environmental Management and Monitoring
    5.1. Pollution, Prevention and hazardous material storage
6. Communication and Neighbourhood Liaison
    6.1. Neighbourhood Liaison
    6.2. Communication
    6.3. Complaints and non-conformances
7. Monitoring and CEMP Review
Appendix 1

1. Introduction

This document is to help developers minimise adverse impact from activities, relating to both on site and transport arrangements. A Construction Environmental Management Plan (CEMP) must address how potentially adverse impacts associated with development and construction sites will be managed.

CEMPs do not prejudice or replace the need to obtain any separate consents or approvals such as road closures or demolition notices.

2. Regulatory Framework and Planning Conditions

The CEMP is required to implement the core principles of the local planning policies which encompass environmental controls required with due consideration to relevant environmental legislation.

The CEMP seeks to ensure the following criteria are in place during the course of the development.

- Ensure that environmental management, controls and safety procedures that will need to be adopted during the development of the Site are in place,
- Thereby providing a tool to ensure the continuous review of any likely environmental effects as a result of the construction activities.
- Ensure that all enabling, demolition and construction works cause the minimum disruption to the local residents and members of the public.

More specifically, the CEMP aims to:

- Ensure that relevant mitigation measures are implemented.
- Ensure that relevant legislation, Government and industry standards, and construction industry codes of practice and good practice standards are implemented.

3. Site Location and Operating Hours

3.1. Project Description

The site is located Naldretts Lane which turns into Pensfold Lane. The work involves the deconstruction of an existing barn, followed by the conversion/construction of a new barn as a residential dwelling. The Main Work activities are described as:

Site Set up:

- Remove all non-essential plants/ bushes

Existing Building:

- Isolate all services
- Set up site temporary electric & water supplies
- Deconstruct existing Barn
- Erect Welfare & Site Office

New Construction

- Excavate Site to levels
- Excavate and concrete foundations
- Build superstructure
- Construct roof
- Fit windows
- Complete Plumbing, Electrics, and carpentry
- Decorating & Finishes
- Fit Kitchen
- Landscaping
- Remove all temporary accommodation
- Handover

3.2. Site Operating Hours

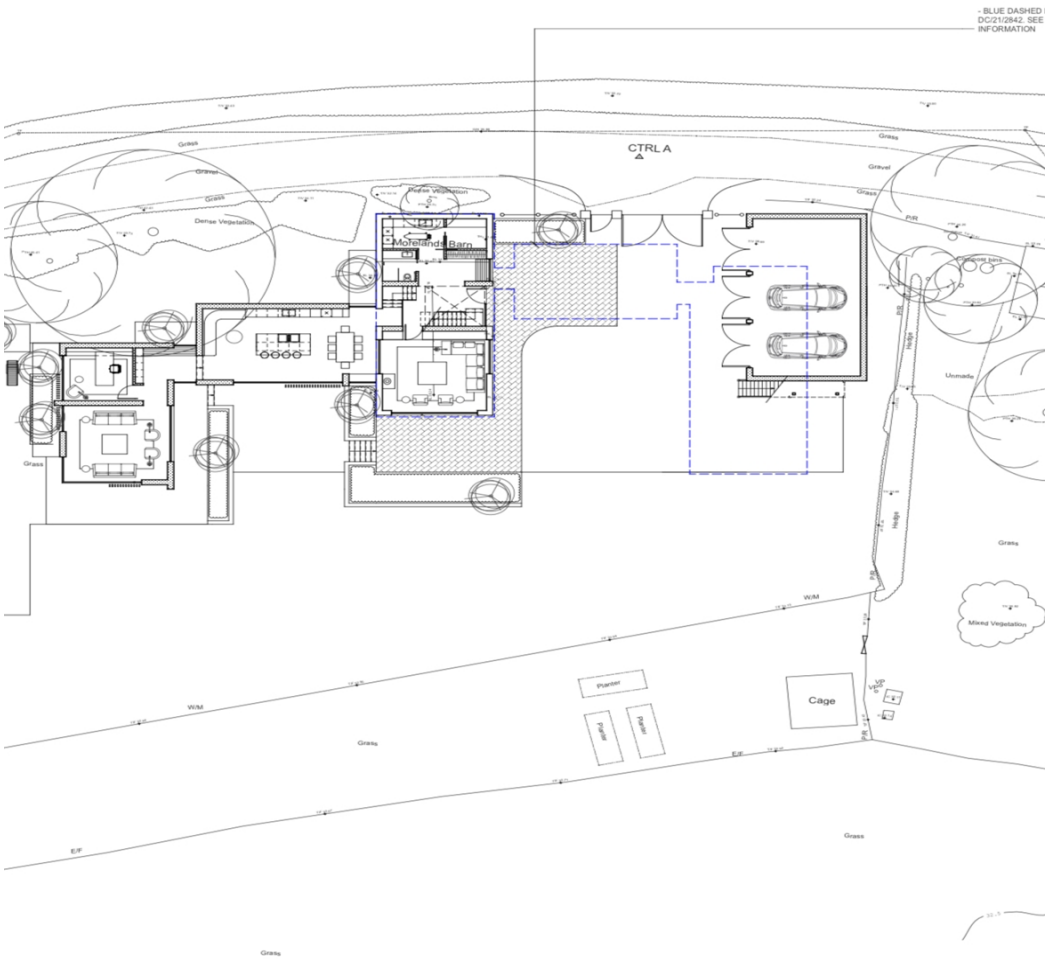
The proposed operating hours are outlined below. During the construction period it may be necessary in exceptional circumstances to work outside the prescribed working hours. Should this occur the hours and duration of these works will be subject to consultation with the Local Authority/Council.

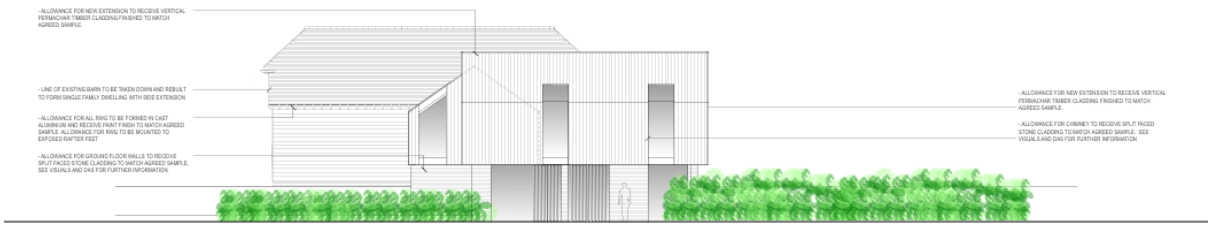
Official site working hours would be:

- Monday – Friday: 08:00 – 4:00pm
- Saturday – 08:00 – 1:00pm
- Bank Holidays: No Work
- Other restrictions as per planning conditions.

In order to maintain these working hours, contractor(s) will require a period of 30 minutes before and at the end of the working shift to start up and close down the works activities.

3.3. Proposed Site Plan





Exterior Elevation & Street View

4. Construction Programme, Methodology and Management

A Construction Programme together with Methodology and Management detail will be developed upon confirmation of Planning Approval.

This will be covered in a Construction Phase Plan that will be issued as required under the Construction, Design & Management Regulations 2015.

Construction Stage	Start Date	Finish Date
Demo / Set up		
Groundwork		
Super-Structure		
Roof		
External		
Fit out		
Count-down to Handover		

Table 1: The proposed completion stage dates will be provided once Planning Approval has been obtained.

4.1. Method of Construction

The proposed work will be undertaken using traditional construction methods and comprises of the items described in the description of work (Section 3.1).

A Construction Phase Health and Safety Plan will be prepared for this which will include the following details.

- Organisational chart and responsibilities
- Health and Safety and Environmental monitoring
- Generic Risk Assessment
- Method Statement checking process
- Site specific plans i.e. lifting plans, temporary works, pollution prevention
- Accident and incident investigation
- Emergency arrangement

The information in the above-mentioned document will highlight the safety checks and procedures that should be in place during the construction of this development. All Personnel will be inducted into this document.

4.2. Construction Site Access and Vehicle Route

Site Access clearly identifies within the Site Management Plan for the estate. We will ensure that all of our drivers and deliveries follow the laid-out route.

Southern Contractors will also complete a Highway Condition Survey prior to commencing works on the proposed development site.

We will aim to ensure that the following objectives are met.

- Demonstrate that construction materials will be delivered, waste removed in a safe, efficient and environmentally friendly way.
- Help cut congestion on local roads and ease pressure on the environment
- Reduce CO2 emissions by reducing multiple deliveries
- Help subcontractors and suppliers to reduce fuel costs

Site management will provide subcontractors information regarding the public transport timetable and delivery routes to site. Car sharing will be encouraged where applicable and smart procurement will be implemented to reduce multiple deliveries to site. A booking system will be in place for deliveries to minimise disruption to the public.

Banksmen will aid HGVs in entering and exiting the Site, and open and close the gates.

4.3. Construction Site Security

Temporary Heras Fencing will be positioned where required. The site will always be left in a secure state, when there are no operatives from the Southern Contractors Team present.

Only authorised personnel will be permitted on Site. All visitors will be required to enter through the main entrance gate to the Site and report to the Construction Manager/Site Manager.

All visitors will be required to sign in and out to ensure that Site management are aware of the number of people on-site in the event of an emergency.

Visitors will be required to undergo induction training, wear the necessary PPE i.e. safety helmet, hi-visibility attire, safety footwear and will be accompanied by a representative onsite at all times.

The hoarding and all storage areas will be checked on a daily basis to ensure that it is maintained in good condition and remains secure.

All entrance and exit gates into the Site will be secure at all times. All mobile plant/equipment will be parked safely and locked within a designated area to prevent tampering, and keys to all plant/equipment will be kept in a secured location.

4.4. Traffic Management and Plant Management

Traffic Management is fairly standard as the Estate has suitable plans and controls in place. To ensure that the targets set out in the plan are met, Southern Contractors will have a trained traffic marshal/banksman/signaller on site to direct and monitor delivery to site.

It is expected that the following plant shown below will be used on site.

- 1 x Digger

- 1 x Dumper
- 1 x Telehandler
- 1 x Cherry Picker / MEWP

The following traffic and plant management checks will also be implemented.

- Delivery vehicles whenever practical will avoid ‘peak public traffic hours’ to reduce traffic congestion and nuisance to the existing road and highway network.
- To avoid construction traffic congestion and nuisance to the surrounding area, all suppliers and contractors will be made aware of traffic routes.
- Site entrances will be maintained and kept clean and clear. Roads and paths will be immediately cleaned if mud or other debris is left
- All materials will be loaded / unloaded within the site compound to minimise congestion.
- For environmental and road safety all material containers leaving site will be appropriately covered to avoid soiling of the roads and public path.
- Engines of all vehicles, mobile and fixed plant on site are not left running unnecessarily.
- Using low emission vehicles and plant fitted with catalysts, diesel particulate filters or similar devices.
- Use of low sulphur fuels in plant and vehicles will be recommended where possible.
- All plants used on site will be well maintained, with routine servicing of plant to be completed in accordance with the manufacturer’s recommendations and records maintained for the work undertaken.
- All project vehicles, including off-road vehicles, will hold current MOT certificates, where applicable and where required due to the age of the vehicle and that they will comply with exhaust emission regulations for their class.
- Wheel washing facilities will also be on site to avoid mud being transported onto the local road network.

4.5. Construction Noise

Southern Contractors are aware that the site is located in an area where there are other commercial undertaking present who will continue to trade during the construction period. Therefore subcontractors will be made aware of the sensitive receptors and the requirement to use the correct tools during work.

The potential noise sources from work undertaken in connection with this project may include:

- Excavations
- Transportation
- Cleaning
- Construction
- Waste Management

The site team will implement the necessary management and operational controls in order to minimise any adverse impacts on the local community from construction activities.

Work hours will be as per those stated within the approved planning permission. Work and noise outside of these agreed hours is strictly prohibited without prior agreement of Southern Contractors and the Local Planning Authority.

Contractors will ensure the implementation of best practicable means to reduce noise levels and to ensure compliance with acceptable levels. The best practicable mean for reducing noise will also be discussed during site induction and also carried out during toolbox talks.

Where there is a noise or vibration issue from site, the Site team will review the subcontractor's method statement and identify as reasonably practicable strategies to control noise at source.

The maximum level of vibration level at construction sites will be required to meet the criterion set out in in BS 5228-2:2009 as 0.3mm/s.

Southern Contractors do not envisage any vibration issues during the course of the project however any complaint from the neighbours or other sensitive receptors will be investigated.

Monitoring of noise and vibration will be undertaken when:

- Agreed levels are likely to be exceeded
- Upon receipt of substantiated complainants
- At the request of the Local Planning Authority following any substantiated complaints

The site team will implement the following checks to ensure that noise is kept to a minimum.

- Plant not in continual operational use will be switched off and noise suppression covers will be used where practicable.
- Vehicle noise will be kept to a minimum. (e.g. excessive revving of vehicles will not be permitted)
- Where possible noisy plant and equipment will be sited away from sensitive noise boundaries.
- Where reasonably practicable, fixed items of construction plant should be electrically powered in preference to diesel or petrol driven.
- Where this is not possible, noise emission will be controlled accordingly following a risk assessment.
- Loading and unloading of vehicles, dismantling of site equipment, such as scaffolding, will be conducted in such a manner that noise generation is kept to a minimum.
- Reversing alarms will be set to the minimum required setting by the HSE, and consideration given to the use of alternative types of alarm, e.g. White noise that has less potential for annoyance.

4.6. Construction Waste

In April 2008 it became mandatory for any construction project of value over £300,000 to manage their site waste under the Site Waste Management Regulations 2008. This legislation has subsequently been repealed, but it remains good practice for site work management plans to be developed during the course of the construction works.

Southern Contractors will take all reasonable steps to ensure that:

a) All waste from the site is dealt with in accordance with the waste duty of care in Section 34 of the Environmental Protection Act 1990 and the Environmental Protection (Duty of Care) Regulations 1991; and

b) Materials will be handled efficiently and waste managed appropriately.

The waste hierarchy which will be implemented on site is as follows,

Prevention/Reduction: Good planning will reduce the amount of waste generated

Re-use: Products and material can sometimes be used again, for the same or a different purpose.

Recycling and composting- Resources can often be recovered from waste.

Disposal- Only if none of the above options offer an appropriate solution should waste be disposed of.

i. Waste Segregation

Wherever possible, different types of waste should be segregated as they are produced to allow for correct disposal. The site team will review the logistics and also puts checks to prevent pollution and cross contamination of waste on site.

4.7. Air Quality and Dust Management from Construction Activities

i. Emissions from vehicle

We will aim is to ensure smart delivery management and smart procurement of materials for this project. This strategy will be enforced during the tender stage by the Southern Contractors, for subcontractors who intend to work on this project.

To achieve this aim and procurement targets, subcontractors will be encouraged so far as reasonably practicable to prefabricate materials off site prior to delivery to site.

This strategy will minimise multiple deliveries, reduce emissions from the vehicles and maintain the neighbourhood air quality.

i. Emissions from Construction on site activities

Southern Contractors also understands the requirement of reducing emissions of dust, PM10 from construction and demolition.

Some of the proposed checks and strategies to control emissions include the following,

a) Site Management will endeavour to locate machinery and dust generating activities away from receptors.
b) Subcontractors will be encouraged as far as is reasonably practicable to prefabricate material off site prior to delivery to site.
c) Smart procurement will minimise multiple deliveries, reduce emissions from vehicle and maintain the neighbourhood air quality.
d) Site management will endeavour to minimise cutting, grinding and sawing on site.
e) Where such activities must take place subcontractors will be required to spray water preferably from a water efficient spray pump over the material as it is being cut. This will reduce the amount of dust generated.
f) Site Management will check that cement, sand, fine aggregates and other fine powders are sealed after use.
g) Mud and debris will be cleaned as they become dust once they dry out.
h) For all activities involving release of silica dust and persons carrying out sweeping activities, all personnel will be expected to be face fit tested and wear a suitable Face Fit P3 mask.

Site transport that creates substantial amounts of dust must ensure the following,

- Hierarchy of prevention is implemented:
- Adequate ventilation provided, or
- Water Suppression System used, or
- Local Ventilation Systems (vacuum) systems used

Where the above hierarchy cannot be implemented, those exposed to the dust must wear Respiratory Protection Equipment (RPE) – to grade APF 40 (full face respirator with filter to P3 standard).

To ensure that the aims set out with respect to reducing emissions from subcontractor deliveries to site area achieved, the delivery check sheet will be reviewed during progress meetings.

5. Environmental Management and Monitoring

Site investigation works completed onsite will never give a 100% confidence level as to the exact ground conditions per square metre of the site.

There are various scenarios that may be encountered during excavation, such as the identification of a former underground storage tank or other underground structure, identification of discoloured soils, a localised but significant change in the type of material encountered and/or detection of unusual or “chemical” odours in the soils.

If any of the above situations arise, or any other unexpected scenario with regards to the potential for contamination, the following Method Statement will need to be followed:

Method Statement for Previously Unidentified Contamination

There is the possibility that sources of contamination may be present on the site that was previously unforeseen. In the event of identification of such conditions, this method statement should be followed by the Contractors:

- Should such contamination be identified or suspected during the site clearance or ground works, these should be dealt with accordingly.
- Any Employee of the Principal Contractor, or a subcontractor who discovers an area of ‘contaminated land’ or comes across ‘polluted’ ground water, during the course of construction will report the matter immediately to the Site Manager, or in his absence, the most senior member of staff at the site.
- The Site Manager will inform the Principal Designer and Client at the earliest opportunity, and in the meantime instruct staff to stop works in the specific area.
- Southern Contractors will inspect the site and carry out/or arrange for an appropriate risk assessment to take place.
- The matter will be recorded, and reported to Groundwork consultants in the first instance, then the Local Authority and/or the Environment Agency.
- Samples will be taken if required to determine the contamination levels and to determine classification of the waste.
- Where the waste is removed from site, it will be transported to an appropriate landfill site, and detailed logs recorded.
- Work will only re-commence in the affected area Southern Contractors have informed the Principal Designer and Client that the matter is completed, (guidance, where

appropriate, will be obtained from the appointed consultant, the Local Authority and/or the Environment Agency, should a change in the methodology be required).
- Details of the incident, the assessment, and remedial action taken will be logged by the appointed consultant and added to the Health and Safety File on site.

5.1. Pollution, Prevention and hazardous material storage

Chemicals and hazardous materials such as fuels and lubricants may be stored on site during the construction phase of the project.

These include but are not limited to:

- Fuels
- Oils
- Lubricants
- Paint and Coating
- Adhesives and resins
- Solvents
- Cements and binders

Measures will be developed, implemented, maintained and monitored in order to comply with the Water Resources Act (1991) section 85 and associated Regulations.

The following list shows measures that will be put in place to prevent pollution and would conform to the best practice policy proposed by the Environment Agency (EA) via the Pollution Prevention Guidelines (PPGs):

- the handling, use and storage of hazardous materials to be undertaken in line with the EA's Pollution Prevention Guidelines (e.g. PPG2 Above Ground Oil Storage Tanks).
- adequately bunded and secure areas with impervious walls and floor for the temporary storage of fuel, oil and chemicals on site during construction.
- drip trays to collect leaks from diesel pumps or from standing plant.
- oil interceptor(s) fitted to all temporary discharge points and for discharge from any temporary oil storage/ refuelling areas.
- development of pollution control procedures in line with the EA's Pollution Prevention Guidelines, and appropriate training for all construction staff.
- Provision of spill containment equipment such as absorbent material on site.

There is a potential that hazardous waste will be stored on the site and therefore it must be stored in accordance with the Environment Agency Pollution Prevention Guidance (PPG2) so as not to cause any water/land contamination.

Pollution Prevention Guidelines (PPGs) are based on relevant legislation and reflect current good practice. Although some of the pollution prevention guidance documents have been withdrawn/archived, the information detailed in some of the documents are still good practises for pollution prevention. The following Pollution Prevention guidance document are listed below.
PPG7 Refuelling facilities: It includes guidance on planning, designing, operating and maintaining refuelling facilities, plus information on storing other related, non-fuel products and dealing with environmental incidents.

PPG13: Vehicle Washing & Cleaning: provides information on how to comply with the law and prevent pollution when washing and cleaning vehicles. It includes advice on dealing with effluent, waste management and storing and using chemicals.

The Pollution Prevention Guidelines are available to view on

https://webarchive.nationalarchives.gov.uk/20140328090931/http://www.environmentagency.gov.uk/business/topics/pollution/39083.aspx

All contractors will be familiar with and apply the relevant best practice listed in the above guidance documents.

The Environment Agency incident hotline number is 0800807060

Fuels and oil

The need for refuelling any plant will be extremely minimal due to the low amount of work mobile plant will be required to do. We will therefore ensure all mobile plant is fuelled before coming to site. Any refuelling will be done via Jerry Cans and Funnels, with Drip Trays in position.

Spill kits will be provided within close proximity to fuel and oil storage areas and operatives will be trained in their use.

Trained operatives only will carry out refuelling of plant and equipment.

Plant will be regularly checked for leaks and will be regularly maintained.

6. Communication and Neighbourhood Liaison

6.1. Neighbourhood Liaison

Due to the location of the site within an agricultural area, it is recognised that effective communication with people who may be affected by the project is maintained to show good neighbourhood relations during the course of this project.

The maintenance of good relations, effective communication and implementation of strategies to reduce disruption will form an important aspect of the successful management of this project.

The following action will be implemented.

I. Site information which includes contact name for project manager, site manager and community liaison contact number will be displaced in front of site entrance.

II. Site working hours will be displayed on site.

III. Effective communication and notices will be in place for advanced works that may cause disruption.

6.2. Communication

Effective communication of the environmental controls set out and construction safe practices is deemed a requirement for the successful management of this project.

To ensure the above is achieved, the CEMP will be distributed to the project team, including sub-contractors, to ensure that the environmental requirements are communicated effectively. Key activities and environmentally sensitive operations will also be briefed to staff and Contractors.

The Contractor will define procedures for internal and external communication. The client may require that any communication with external parties such as environmental regulators or the public is undertaken through a nominated client representative.

The agreed CEMP will be made available to all relevant parties.

During the construction phase, internal communication will include regular progress meetings, which should cover:

- Training undertaken
- Progress reports
- Inspections, audits and non-conformance
- Complaints received
- Visits by external bodies and the outcome or feedback from such visits
- Objective / target achievement, including reporting on environmental performance. External communication may include letter drops or meetings, and liaison with statutory authorities.

6.3. Complaints and non-conformances

A formal complaints procedure will be developed, and the procedure will include the following;

- Date of the complaint
- Time
- Nature of the complaint- All complaints are put into one of the following categories: Noise, Dirt and Dust. Parking, Safety, Inconsiderate Behaviour, Road Conditions and Vehicle Movements, Environmental Concerns, Pedestrian Access Obstruction, Property Damage, Site Lighting, Working Hours and Other.
- Actions or investigation carried out with updates
- Communication updates with the complainant

The project manager and site management will be the first point of contact with respect to any complaint and will carry out all investigations and respond to external complaints.

7. Monitoring and CEMP Review

CEMP Review

The CEMP is a live document and the project team on site will ensure that controls outlined in the CEMP are properly implemented and regularly monitored to ensure their effectiveness.

Changes to the controls will be instigated if they are not achieving their objectives.

The CEMP will be revised once new changes have been implemented to address the environmental controls set out. The aim is to ensure control set out remains consistent with environmental regulatory requirements and also meet conditions of planning approval.

Environmental monitoring

Scheduled monitoring of environmental performance will be conducted during the course of the development. This will enable the overall effectiveness of established environmental measures and compliance procedures to be assessed and allow areas of underperformance to be identified so corrective actions can be taken to strengthen environmental safeguards or improve outcomes.

Safety Inspections

Regular inspections will be carried out on all construction activities and work areas in order to check compliance with this CEMP and regulatory conditions. The results of these inspections shall be recorded as part of the Health and safety auditing procedure.

Event Based Inspections

Event based checks shall be conducted by the Project Manager following any significant event such as rainfall of sufficient quantity to generate run off, high winds, the receipt of an environmental complaint, issue of a non-compliance report or any exceedance in monitoring results. Event based checks will be recorded on a separate inspection form detailing the reasons, observations, findings and outcomes of the inspection which should then be recorded and actions closed out.

Performance and Progress meeting

A regular progress meeting will be held with the stakeholders and the subcontractors to discuss the construction updates and check that controls are effective.