Construction Environmental Management Plan

Church View, Sutton Benger

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Appendix 1 Logistics/Construction Management Plan

1.0 Introduction

Introduction

The purpose of this Construction Environmental Management Plan (CEMP) is to outline our approach to managing the construction works for the new Sutton Benger development. This document includes specific comments on the site establishment, logistics, and the process of managing the overall project. It will also outline what affect the construction works will have on the local community and how it will be minimised.

Description of works
The site consists of 19 units consisting of 4nr Rented House Types, comprising of 2 & 3 bed Houses and Bungalows.

Site address
Land East of Church View, Sutton Benger, SN15 4RR

Timescale: Approximately 52 Weeks
Start Date: TBC
Completion Date: TBC

It is fundamental to the success of all projects that our on-site team engage closely with the local community, including residents' groups, schools and playgroups.

A site information board will be positioned at the site entrance containing the Site Manager contact details together with key events (large deliveries etc) scheduled for the forthcoming days/weeks. These events will be reinforced by letter drops distributed to the immediate neighbours throughout the duration of the build to ensure they are kept updated.

A full photographic survey/record will be taken of the local roads and footways prior to the commencement of any work, and this will be agreed with Somerset County Council Highways.

Contact Information

Should residents have any queries, the below name and number will be on the site information board;

Site Manager: Tallen Smith
Email: TallenSmith@egcarter.co.uk
Mobile: 07920 201294

2.0 Management Responsibilities

Management Responsibilities

Management responsibilities for the team include overseeing all aspects of construction from planning through to completion. Managers are responsible for coordinating contractors, tradespeople, suppliers, and site staff to ensure the project is built safely, on schedule, within budget and to a required quality standard.

Arrangements for managing and organising the project;

Employer:	Overall responsibility for appointing/providing the: Principal Designer Principal Contractor In line with the Regulation Pre-construction information pack Construction phase Health and Safety plan is in place
Principal Designer (Pre-construction)	Responsible for: Pre-construction information pack & H&S File.
Principal Designer (Post-contract)	Responsible for: Ensuring that the Construction Phase Health & Safety file produced
Principal Contractor	Prepare a Construction Phase Health & Safety Plan before works commence onsite. Collating and issuing O&M information
Contracts Manager	Responsible for: The overall management of the Project
Site Manager	Responsible for: The day to day running of the site and ensuring that the works proceed in a safe manner at all times
Safety Adviser	Responsible for: Regular monitoring of the works and as an adviser to the Principal Contractor and his staff on all Health and Safety matters

Please note; the responsibilities listed are not exhaustive.

- Compliance will be with the Health and Safety at Work, etc Act 1974, Health and Safety, The Construction (Design and Management) Regulations, 2015 all other Statutory Requirements as laid down in Law and operating during this Contract.

- Compliance with the E G Carter & Co Ltd Safety Policy will also be maintained. A copy is retained on site.

- The Principal Contractors Safety Advisor will visit site on an ad hoc but regular basis, approximately once every three weeks and will issue a Report.

- On site Health & Safety meetings will take place at monthly intervals or as required during the project.

Contractors - their selection and management:

- The Principal Contractor shall give directions and co-ordination to the Contractors.

- Contractors will only be selected after conducting a full Contractor Pre-order Meeting, an Agenda is included in the Appendices Section, and to enable the Project to be fully discussed with full co-operation as regards the Health and Safety Management agreed.

- The Principal Contractor will convene Contractors Meetings to review the Health and Safety arrangements.

Communication:

- Communication between all parties is vital to the safe management of the works. The regular communication between all parties is actively encouraged. Weekly meetings and daily liaison between the Client and Site Management Team will be arranged.

- Health and Safety will form part of the Agenda at the regular Site Meetings - The Lead Consultant is to ensure that this matter is addressed by the Agenda.

- All workforce will be inducted into the specific risks associated with this Project.

- It is the responsibility of each operative to monitor Health & Safety and work in a safe manner. Each operative should report immediately any matters concerning the contravention of Health & Safety or unsafe practices or faulty equipment to his supervisor. Work should cease on that operation until the hazard has been removed

- Toolbox talks will be conducted to inform operatives of specific hazards at particular times during the project. The permit to work system will also be used to enforce specific safety requirements for the operations.

3.0 Site Welfare Facilities & Storage Construction Phase

Construction:

The existing vehicular access will be utilised until such time as the new vehicular access has been formed into site. This will be one of the first operations to be carried out.

Construction of the new vehicular access into site shall allow for delivery vehicles to pull into site under the supervision of the Traffic Manager prior to unloading, ensuring that Construction traffic does not obstruct the public highway.

The Site Office and Welfare facilities will be positioned within the perimeter of the site.

The Construction Management Plan contained within appendix 1 details the proposals for perimeter fencing, site access and welfare facilities.

The Construction is expected to take approximately 52 Weeks.

Construction Management Plan

3.1.0 The Traffic Manager:

1.0 All construction traffic entering and exiting the site via B4069 shall be under the control of a Traffic Manager. The Traffic Manager will be an experienced and competent person appointed by EG Carter & Co Ltd. He will work and communicate closely with all Contractors and Material Suppliers throughout the project.

1.1 The Traffic Manager will plan and co-ordinate the movement of all construction traffic to and from the site. This will also include all Contractors deliveries.

1.2 The Traffic Manager will be based on site and will be provided with the necessary communication tools to perform his duties. This will give all Suppliers a main point of contact prior to delivery, alleviating unscheduled traffic.

1.3 The Traffic Manager will be proactive throughout the project to ensure that all operatives on site use only the allocated parking areas which will be within the site boundaries.

3.2.0 Traffic Movement:

2.0 The site entrance will be secured by a Heras type fence and gate and will have a suitable holding area within its boundaries to hold vehicles while they are unloaded as detailed on the included drawing. Vehicles will not be unloaded on the surrounding roads

2.1 Traffic will run to a timetable with ‘windows’ that will separate construction site labour from construction site deliveries. This will ensure that the access road is as uncongested as possible.

3.3.0 Speed Limits:

3.0 During scheduled delivery windows the Traffic Manager will ‘walk’ through larger vehicles, guiding and communicating with the drivers of any possible dangers ahead, stressing the fact that there is a pedestrian footpath.

3.1 Warning and information signs will be in place on the approach to the site.

3.4.0 Scheduled Deliveries:

4.0 Each Contractor and Supplier will submit a plan of their requirements for scheduled deliveries or the movement of heavy vehicles and equipment to the Traffic Manager prior to their commencement on site. Once work has commenced this will be re-assessed on a regular basis.

4.1 The Traffic Manager will issue schedules to Suppliers and Contractors intending to prevent the flow of traffic to and from the site from causing congestion.

4.2 Deliveries will be unloaded by crane.

3.5.0 Unscheduled Deliveries:

5.0 Suppliers will be asked to advise the Traffic Manager of the Estimated Time of Arrival of their transport vehicles 24 hrs in advance. However, as this is not always feasible over long distances and with current nationwide traffic issues, the Traffic Manager will deal with any unscheduled deliveries. This may mean turning them away if the delivery window is not available.

5.1 The likelihood of unscheduled traffic is unlikely to cause any problems.

3.6.0 Heavy Plant:

6.0 The movement of heavy plant such as earthmoving machines and cranes will be scheduled in a like manner and will take precedence over all other site traffic on route, until away from the public highway.

3.7.0 Visitors:

7.0 It is expected that visitors will arrive by appointment and have an induction referring to the access and road safety at the Site Office by EG Carter & Co Ltd Management

3.8.0 Parking:

8.0 Operatives and Visitors will be requested to “Car Share” and the opportunity for on-site operative parking shall be maximised.

Contractor’s parking shall be confined to the designated area shown on the Logistics Plan contained within the appendices.

3.9.0 Emergency Services:

9.0 Emergency vehicles will have precedence over all other traffic at all times. The Traffic Manager will clear the road by stopping site access and egress until all emergency vehicles have vacated the area.

9.1 EG Carter & Co Ltd will liaise with the local emergency services prior to site commencement, providing them with working hours on the site. This will forewarn them of any possible disruption to access. Site numbers will be available to services to allow pre-warned evacuation of the highway leading to the site.

3.10.0 Other road users:

10.0 It is assumed that the main usage of the surrounding roads will be from 8.00 – 9.30am and also 3.30 – 6.00pm, and therefore our deliveries will be made outside of these times.
We will erect a Noticeboard adjacent to the site entrance which will enable our Site Staff to advertise direct notice of progress and large deliveries, etc.

Other road users will also be required to take notice of all warning and information signs in place for their own and others well-being and safety.

3.11.0 Abnormal loads:

11.0 It is highly unlikely that any abnormal loads will be required during the works.

3.12.0 Detailed Planning and Scheduling:

12.0 Detailed Traffic Plans and Schedules will be produced on a regular basis and will be published when delivery times have been agreed and confirmed with Contractors and Suppliers.
12.1 Method Statements – All Contractors will be required to submit a site specific method statement which will also cover the access issues that are present on this project.
12.2 The need for good management practice and co-ordination between all parties involved in this project is obvious; however, just as important is the co-operation from all drivers and operators of vehicles involved. This is an absolute requirement for any plan to work and must be highlighted to any Contractors not using their own personnel for material transportation.
This will be a major part of the traffic management remit and is not exhaustive.

3.13.0 Deliveries:

- Plan Site Layout – Machinery and dust causing activities should be located away from prospective receptors

Construction Traffic:
- No idling vehicles
- Effective cleaning and wheel washing
- No site run off of water/mud
- On-road vehicles to comply with emission standards
- Minimise movement of construction traffic around site
- Site Speed Limit

Site Activities:
- Minimise all dust generating activities
- Use water as dust suppressant where applicable

Implementation of these measures will reduce the impact of construction activities to surrounding properties.

3.14.0 Wheel-wash Facility – Preventing Mud/Spoil transferring to the Highway:

14.0 The wheel wash facility will be situated at the entrance to site. It will consist of a level area with clean hardcore, which is replaced on a regular basis, determined by the level of mud collecting on it. It is not intended that drainage from this area will be allowed to enter the new or existing storm water system. And is positioned accordingly to ensure that this does not occur

14.1 The equipment to be used will be a standard hosepipe and a mechanical pressure jet washer system, used by a trained operative.

14.2 All traffic will be inspected before leaving the site by the Banksman

14.3 There will also be a “Tow Brush” held on site as a “back-up” and EG Carter & Co Ltd will utilise a mechanical Road Sweeper to ensure that construction traffic does not transport mud and debris from the construction site onto the Public Highway.

3.15.0 Measures to control the emission of dust during Construction:

All Sub-contractors attend a full Pre-order Meeting the Agenda of which discusses dust and its control. This is reinforced when the Sub-contractor commences on site during the Induction process.

The construction industry acknowledges that many of its operations create dust and where necessary methods of dust prevention and suppression will be agreed with the appropriate authorities in advance of works commencing on site.

For the general construction Dust control will consist of:

- Developing a Dust Management Plan specific to this site and its surroundings
- Adopting construction methods and techniques that create less dust – Timber Frame
- Ensuring that Plant and Machinery is well maintained

Assessing the need for dust control measures shall give due regard to:

- The nature of the works
- Proximity of dust sensitive properties
- Effects on the general public and road users

Irrespective of the site constraints, Best Practice will be adopted, and the following procedures implemented:

- Undertake air pollution Risk Assessment
- Detailed Method Statement for Air Pollution Strategy including monitoring, where necessary
- Notification of Works to Local Authority Enforcement Department
- Erection of solid barriers
- No Bonfires or burning on site
- Plan Site Layout – Machinery and dust causing activities should be located away from prospective receptors

Construction Traffic:

- No idling vehicles
- Effective cleaning and wheel washing
- No site run off of water/mud
- On-road vehicles to comply with emission standards
- Minimise movement of construction traffic around site
- Site Speed Limit

Site Activities:

- Minimise all dust generating activities
- Use water as dust suppressant where applicable

Site Management:

- Site Boundaries: Install wind barriers such as fencing, cloth, or screens along site boundaries to reduce the spread of dust to surrounding areas if required.
- Covering Stockpiles: Ensure that stockpiles of soil, sand, or other dust-prone materials are covered with tarpaulins or securely fenced to reduce wind exposure.
- Material Handling: Keep materials that generate dust covered during transportation and minimize drop heights during loading/unloading.
- Gravel Roads: Lay gravel or other stabilizing materials on unpaved roads to minimize dust generated by vehicle movements.

Implementation of these measures will reduce the impact of construction activities to surrounding properties.

3.16.0 Working Hours:

16.0 The site will operate as follows:

Monday to Friday – 08:00 until 18:00
Saturday – 08:00 until 13:00
Sunday & Bank Holidays – Site Closed

Stone crushing shall be limited to 10:30 to 15:30 Monday to Friday, with no crushing at Weekends or Bank Holidays.

In practise, the first half hour of each work day will begin with the preparation for the day ahead and machines will not start until 08:00 to help with mitigating the impact of construction on the surrounding area.

16.1 In the unlikely event that there is a need for the site to remain open past 6:00pm, to ensure that the site is safe/secured, the Site Manager will advise them and the Local Planning Authority of the:

- Reason for the need to remain open
- The time at which the site will be closed

The Site Manager will remain on site until closure is possible, and he will also ensure that noise and disruption is kept to a minimum.

Where piling is required, this must be continuous flight auger piling where practicable to minimise impacts.

3.17.0 Noise and Vibration:

The works to this development, apart from some groundwork's activities, present a low noise and vibration risk, due to the method of construction.
All Sub-contractors attend a full Pre-order Meeting the Agenda of which discusses Noise and Vibration. This is reinforced when the Sub-contractor commences on site during the Induction process.

A Management Plan will be developed to define the measures to control and limit noise emissions and vibration levels, at residential properties and other sensitive receptors in the vicinity of the site. The recommendations of BS5228: 2009+A1:2014 'Code of practice for Noise and Vibration Control on Construction and Open Sites', will be implemented, together with the specific requirements of the Management Plan.

17.1 The general principles of noise and vibration management will be:

Control at source:

- Equipment – noise emissions limits for equipment brought to site
- Equipment - indirect method of controlling noise e.g. acoustic screens
- Equipment - indirect method of controlling noise e.g. benefits and practicality of using alternative construction methodology to achieve the objective e.g. selection of quieter tools/machines; application of quieter processes

Control across site by:

- Control of working hours
- Control of delivery areas and times
- Careful choice of compound location
- Physically screening site
- By careful operation of machinery and use of tools. This can be addressed by tool box talks and site inductions.

17.2 Construction working hours will be carefully managed as stated above
17.3 Vehicles and mechanical plant will be maintained in a good and effective working order and operated in a manner to minimise noise emissions. The contractor will ensure that all plant complies with the relevant statutory requirements
17.4 HGV and site vehicles will be equipped with broadband, non-tonal reversing alarms
17.5 Compressor, generator and engine compartment doors, if employed, will be kept closed and plant turned off when not in use
17.6 All pneumatic tools will be fitted with silencers/mufflers
17.7 Care will be taken when unloading vehicles to avoid un-necessary noise
17.8 The number and type of plant items in use at any one time, will be carefully planned
17.9 Plant maintenance operations will be undertaken at distance from noise-sensitive receptors, where practicable
17.10 We will ensure that operations are designed to be undertaken with any directional noise emissions pointing away from noise-sensitive receptors
17.11 Drop heights will be minimised when loading vehicles with rubble
17.12 Vehicles will be prohibited from waiting within the site with their engines running or alternatively, located in waiting areas away from sensitive receptors
17.13 Local hoarding, screens or barriers should be erected to shield particularly noisy activities
17.14 Temporary noise screens will be used to reduce noise from particularly noisy activities, and the height of perimeter hoarding will be extended where this would assist in reducing noise disturbance at sensitive receptors
17.15 Occupiers of adjacent properties will be informed by the Contractor and given as much notice as possible in advance of the works taking place, including the duration and likely noise and vibration effects. Potentially affected residents will also be notified of the helpline number for the contractor.
17.16 We will engage with the local school and its Management Team to ensure that particularly sensitive periods such as Exam Timetables, are established and operations programmed on site accordingly

3.18.0 Waste Disposal

A Site Waste Management Plan (SWMP) will be prepared that covers the requirements of the Site Waste Management Regulations 2008. Brief description of what the SWMP includes is listed below:

Management

The Contracts Manager is the Environmental Co-ordinator of the project and as such is responsible for ensuring the instruction of workers, implementation and overseeing of the SWMP. The Contracts Manager will monitor the effectiveness and accuracy during the routine site visits. Independent audits will also be carried out by our health and safety advisors BSG Ltd via site health and safety inspections.

Distribution

The Project Surveyor shall distribute copies of the SWMP to the CDM Co-ordinator, Client; Site Manager and each sub-contractor where relevant/applicable. This will be undertaken every time the plan is updated.

Instruction and Training

The Site Manager will provide on-site briefing via induction of project environmental consideration, risks and actions, appropriate waste separation, handling, recycling, re-use and return methods to be used by all parties and at appropriate stages of the project where applicable. Toolbox talks will be carried out regularly on environmental and waste issues and all subcontractors will be expected to attend. This will ensure that everyone feels they are included and that their participation is meaningful. EG Carter & Co Ltd have a strict no burning policy on site; this will be upheld by site management at all times.

Segregation

A specific area shall be laid out and labelled to facilitate the separation of materials for potential recycling, salvage, reuse and return. Recycling and waste bins are to be kept clean and clearly marked in order to avoid contamination of materials.

The labelling systems shall be the Waste Awareness Colour Coding Scheme. The skips are clearly identified, and our workforce will deposit the correct materials into the correct skip. Skips for segregation of waste identified currently are:

- Wood
- Metal
- Brick/rubble
- Canteen waste

As works progress and other trades come to site other skips will be placed to enable certain waste to be removed from site. This is likely to include:

- Plasterboard
- Paper and cardboard (bagged up)

Waste Management

Waste materials fall into three categories for management, these are:

- Re-use
- Recycle
- Landfill

Re-used

If surplus materials can be used in the permanent works they are classified as materials, which have been re-used. If they are surplus to requirements and need to be removed from site and they can be removed and used in their present form, they can be removed from site for reuse.

Recycling

If the surplus material cannot be re-used in its present form but could be used in a different form, it is sent for recycling such as 50 x 50mm timber to make chipboard.

Landfill

If either of the above cannot be satisfied, then the only option left is to send the surplus materials to landfill. However, landfill is always a last resort.

Monitoring

E G Carter & Co Ltd carries out regular audits of waste contractors to ensure that they have advanced waste management capabilities that guarantee maximum segregation and recovery.
To support our zero waste to landfill ambition, we only work with companies who can demonstrate a minimum diversion from landfill of 85% for mixed construction waste, unless agreed with the Group Environment Manager, and we encourage reporting in accordance with PAS 402. Trade contractors employing their own waste contractors to remove waste material from our projects must operate to the same standard.

3.19.0 Spoil & Materials

19.0 Soil and other materials will be imported to site during the construction Phase. These will be sourced and transported by licenced companies.

19.1 The removal/disposal of material from site, including soil and vegetation will be in accordance with our SWMP. Soil and vegetation will be reused or recycled where possible.

19.2 Due to the nature of the project and the site constraints, stockpiling of material will be limited. Material will be excavated and transported from site in one operation. If material is stored on site, stockpiles will be located towards the boundaries of the site as this area is most likely to not be disturbed and away from site operations. Stockpiles which will be left over the spring/summer months will be covered to stop any vegetation re growing with the topsoil pile.

Site storage of materials

- It is intended that a “just in time” approach to materials delivery is adopted, due to the lack of storage available on the project. Any materials that are kept on site will be stored in a neat and safe manner.

- There will be a designated ‘materials storage’ area on site throughout the development.

4.0 Road Transport Method Statement

Road Transport Method Statement

Key Hazards

1. Accidents during offloading on site
2. Vehicle accident within site boundary
3. Vehicle accident on public road
4. Pedestrian and Cycle traffic on approach road
5. Adverse weather conditions
6. Obstructions on route

Methods of control:

1. Carefully follow method statements during off-loading, ensuring only competent personnel are involved.
2. Inductions and Safety/Tool Box Talks on site prior to delivery commencement. Strict parking areas.
3. Site specific Method Statements produced for all Trades.
4. Appropriate P.P.E. will be in place at all times i.e. high visibility clothing.
5. Sufficient room will be provided for unloading.
6. Whenever possible we will only unload mechanically (Forklift, Mechanical Self Unload)
7. Co-ordinate and monitor all deliveries and site traffic.
8. EGC will publish the Transport Management Plan and make available to all involved.
9. Traffic movement at peak times, will be avoided
10. Traffic movement when school children are present, will be avoided
11. School holiday dates will be monitored and the likelihood of child and family presence noted
12. Any comments from Local Residents and Authorities will be noted and acted upon, as far as reasonably practicable when drawing up weekly plans and schedules.
13. All drivers will be inducted on site on their first visit. This will be kept in site records for safety auditing.
14. Public Pedestrians will not be allowed onto site at any time, due to the obvious dangers involved during construction.

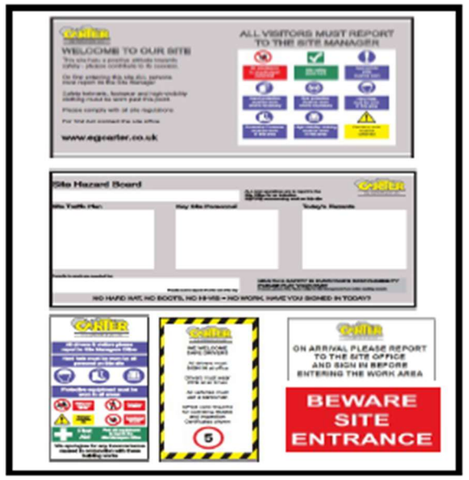
Delivery Method:

1. All deliveries are to be pre-agreed with nominated EGC personnel before entering off the B4069.
2. Vehicles larger than a fixed bed lorry will require radio assisted, banksman guided access and egress from site.
3. Once on site, all drivers must be inducted on their first visit.
4. Drivers leaving their vehicle must be wearing the minimum requirement for EGC sites i.e.; High Visibility Vest, Hard Hat and Safety Footwear.
5. Only qualified Forklift Drivers will unload deliveries.
6. EGC expect courteous, patient behaviour from delivery drivers at all times.
7. Reversing will only be permitted on site only with the use of a banksman.
8. All items left on lorries/roof racks must be properly secured before leaving the site.
9. Wheels to be washed upon leaving site, unless free of mud and spoil to ensure the surrounding roads are kept clear.

Appendix 1- Logistics/Construction Management Plan

Church View, Sutton Benger—Logistics Plan

E G CARTER & CO LTD



Key:

- Holding Area / Wheel Wash
- Entrance Gates
- Pedestrian Crossing
- Site Parking
- Site Welfare
- Access / Egress Route
- Material Storage
- Muster Point
- Skips
- Silo