

The Coppice, Burbage

Construction Environmental Management Plan

Date: August 2024

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1. Environmental Policy Statement

Springbourne Homes are a small / medium sized residential developer. Our environmental policy statement is:

Development with environmental conscience for future generations.

2. Proposed Development Layout



3. Introduction

Overview

A planning application has been approved for the construction of 8 new dwellings on land to the rear of The Coppice, Burbage. A CEMP has been requested by Hinckley and Bosworth Borough Council for approval prior to the start of works on site.

Purpose and Scope

The purpose of this Construction Environmental Management Plan is to avoid, minimise or mitigate any construction effects on the environment and the surrounding community, and:

- Ensure compliance with all applicable legislation and statutory controls, this includes planning conditions, section agreements and landowner/client's environmental requirements;
- Ensure conformance with the Springbourne Environmental Policy Statement, including all associated standards and procedures;
- Deliver the best practicable environmental performance, this means preventing pollution minimising adverse environmental impacts and securing the potential benefits associated with higher standards of environmental performance.

4. Roles and Responsibilities

The Project Team

Springbourne Homes – Developer and Project manager
Bosworth Marina
Carlton Road
Market Bosworth

Hayward Architects – Architect
19 Station Road
Hinckley

PRP Consulting Engineers – Civils, Drainage and Structural engineering
21-22 Warren Park Way
Leicester

East Midlands Landscaping - Landscape design and implementation
The Knoll
Leicester Road
Earl Shilton

Responsibilities of the Project Team

Descriptions of individual environmental management responsibilities are described as follows:

Springbourne Homes
To ensure on site compliance with all documentation and drawings.

Hayward Architects
To produce CEMP.
To ensure that their drawings reflect the recommendations of the ecologist, arboriculturalist and landscape designer.

PRP Consulting Engineers
Principle Designer under CDM2015.
To ensure that their drawings reflect the recommendations of the ecologist, arboriculturalist and landscape designer.

East Midlands Landscaping
To ensure that their drawings reflect the recommendations of the ecologist and arboriculturalist.
To carry out the approved soft landscaping works on site.

5. Construction Activities

Overview

The development comprises the construction of 8 dwellings for sale as self-build plots.

Site compound consists of 3 containers and heras fencing for the perimeter this will be located in the retained grassland area and will be accessed from the turning head at the end of The Coppice. It is likely that a generator will be in use to serve the compound at the start of the development until a mains electrical connection is made.

The works are inclusive of:

- Tree felling and pruning
- Construction of: New private roads, paths and parking
- New private and drainage
- New utility service including street lighting
- Habitat enhancement

All construction activities shall be carried out in compliance with this Construction Environmental Plan, a copy of which shall be kept within the site office along with the Construction Health and Safety plan for the lifetime of the development.

Typical construction activities include:

- Site establishment Installation of site security fencing and tree protection barriers
- Permitted felling/pruning of existing trees and hedges
- Site strip and removal of arising from site
- Installation of site accommodation, welfare and contractor onsite parking
- Ground works Excavations for new drainage
- Construction of new roads, paths and parking
- Excavations for and vesting of concrete foundations
- Suspended ground floor construction
- Excavations for installation and connection of new utility services
- Super structure works
- Masonry external wall construction
- Scaffolding
- Carpentry
- Roof tiling
- Rendering
- Plumbing and electrics
- Plastering
- Flooring and tiling
- Decoration
- External Works
- Fencing
- Landscaping

Typical construction traffic:

- Cars
- Vans
- Trucks
- Lorries

- Excavators
- Dumpers
- Piling rig
- Tele handlers
- Mobile cranes
- Road sweepers

The construction workforce peak is anticipated to be 50 personnel however, average numbers would be of the order of 20.

Register of Environmental impacts – New

A register of environmental impacts shall be produced and maintained for the life of the project. This register will be used to inform the environmental procedures and provide a tool for construction teams when preparing construction method statements or field briefings. Risks will be identified under the following general headings:

- Air quality and emissions
- Noise and vibration
- Use of hazardous materials
- Waste management
- Wildlife / Biodiversity
- Ground conditions / contamination
- Disposal / discharge of water
- Archaeology / Cultural Heritage
- Protection of the public

Risk assessment and method statements

All risk assessments and method statements will be prepared by PRP Consulting Engineers.

Risk assessments, method statements and safe working practices are to be prepared 7 days in advance of commencement of the operation on site. All risk assessment are to include reference to known environmental issues. Risk assessments and method statements will be recorded and retained on site. Where information is insufficient the contractor shall be contacted and a joint review carried out to establish a suitable safe system or work.

Environmental aspects and impacts

Work activity, package aspects and impacts registers will be developed and provided to all subcontractors. The subcontractor must manage all risks associated with their work activity or package in accordance with this document.

The surrounding habitat has the potential to support species protected under the Conservation of Habitats and Species Regulations 2010 and the Wildlife and Countryside Act 1981 (as amended) Contractors shall be advised through tool box talks of this fact and to be vigilant when carrying out works. If any protected species are encountered during works the activity shall be halted and a licensed ecologist and Natural England (0300 060 6000) contacted for advice.

The habitat features are of ecological importance, all existing trees and hedgerows to be retained shall be protected from damage for the duration of the works on site, by the erection of

the protective fencing in accordance with British Standards 5837:2005. If it is likely that works to the trees will take place during the bird nesting season, an ecologist shall be appointed to check vegetation for signs of breeding bird activity before clearance.

It is against the law to damage or destroy a nest that is in use or being built. This applies to all wild birds. Bird breeding season is usually considered to be March to August inclusive, but on occasion birds may nest outside of this season. If nesting birds are found that could be disturbed by site activities, the area should be cordoned off and advice sought from the Health and Safety manager. It may be that the nest needs to be protected until the eggs have hatched and chicks have left the nest.

In the event of any unexpected discoveries of protected or invasive species that could be impacted by the works, work must cease and the discovery must be reported to the Health and Safety manager. Specialist advice from a suitably qualified ecologist may be required.

In the event that contamination is found at any time when carrying out the development that has not previously been identified shall be reported immediately in writing to the local planning authority. An investigation and risk assessment shall be undertaken. Where remediation is necessary it shall be agreed with the local authority and a verification report submitted to the LPA upon completion.

Where no heritage assets are known or suspected, they may still be present on site. Any find should be immediately reported to the site manager who should:

- Ensure no further works are carried out within the location of the asset discovery until authorised to do so by the relevant authorities.
- Report the find to the HCA and local planning authority.
- Segregate the area of the site from other activities.
- Ensure that work restrictions in the area are communicated to all relevant site staff and, if necessary that the area is highlighted with clear signage.

Any finds should be reported to the Health and Safety manager.

A competent archaeologist should be engaged to provide recommendations on significance and future working practices. In the event that archaeological finds are discovered the landowner and the local planning authority shall be notified immediately.

6. Project Environmental Requirements

Site working hours

The control of Pollution Act 1974 contains specific provisions for dealing with noise from construction sites. To help minimise disturbance from construction sites HBBC has the power to restrict the times at which noisy works take place.

The site will be open for construction works at the following times:

- Monday to Friday 07:30-18:00
- Saturdays – 08:00 – 13:00
- No working on Sundays or public holidays unless it is an emergency

These hours relate to noisy works which are audible beyond the site boundary.

No plant, machinery or equipment associated with such works shall be started up or operational on the development site outside these permitted hours.

Bank and public holidays for this purpose shall be:

- Christmas Day
- Boxing Day
- New Year's Day
- Good Friday
- Easter Monday
- May Day
- Spring Bank Holiday Monday
- August Bank Holiday Monday

All subcontractors including suppliers shall be made aware of the permitted working hours as the restrictions also apply to deliveries.

Site access and egress/ Site traffic and pedestrian routes

Access route to site cabins – An area has been identified where offices and cabins will be located during the plot works.

Route for materials to be moved from site to working area – The permanent roads will be installed up to base layer at an early stage of development.

Deliveries and unloading areas – Deliveries will be via the main entrance once formed.

Parking for scaffold trucks – Scaffold truck parking will be allowed but by strict approval of the Site Manager.

Reversing – Vehicles reversing may be required, traffic routes will be determined and maintained.

Pedestrian routes that require alteration – Pedestrian routes will mainly follow the footpaths of the new roads, additional pedestrian routes will be formed as per the draft plan along with any others deemed necessary.

Additional lighting – Street lighting will be installed progressively as the site develops, security lighting will be installed to the site compound and material storage areas.

Blind spots and controls – No blind spots are identified.

Any effect on road or pavement e.g. by scaffolding – Scaffolding will not affect public roads or pavements.

Segregated pedestrian routes shall be created on site. Where pedestrians must cross traffic routes, the crossing point shall be chosen to ensure maximum visibility for both pedestrians and drivers and shall be clearly marked.

Reversing by any vehicle is to be reduced to the minimum possible on this site, where reversing has to be carried out then this will be under the control of a trained banks man where the vehicle has not been fitted with 360-degree vision aids.

With the exception of delivery type vehicles, all site construction plant shall be provided with 360-degree vision.

Site specific requirements for access and egress including delivery times shall be notified to all delivery drivers prior to their arrival on site as well as all site operatives during induction.

Site parking

Contractors parking will be provided within the site compound. We will aim to have 10 parking spaces. If extra is required they will be provided on site. There will be no parking elsewhere on site unless with express permission of the site Manager.

If vehicles are parked in construction areas, for unloading materials the vehicle must be returned to the designated parking area as soon as possible.

All Contractors and visitors vehicles are to be parked on site in the designated area adjacent to the site compound. The parking of construction vehicles and private vehicles on highways outside of the construction area is not permitted.

Speed limit

A speed limit of 10mph will apply to this site; appropriate unambiguous signage will be displayed at the site entrance and at appropriate intervals on roads within the site.

Construction vehicular movement

Only trained and qualified personnel are to drive and operate construction vehicles, evidence of accredited certificates of competency will be required. All vehicles are to be inspected and serviced at regular intervals. Onsite inspections will be reported to the Site Manager and recorded in the relevant book, held within the Health and Safety system on site.

All plant to be fitted with roll over protection and warning beacons. Cabbed vehicles to be fitted with 360° mirrors, cameras and audible reversing warning.

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

Vehicle operators must be familiar with and use the designated on site traffic system. Changes to the traffic system must be clearly communicated, evidenced to all site personnel.

If site vehicles have to pass through occupied areas i.e. between phases of the project, they are to be accompanied by a trained banks man. If this involves being on a public road the vehicle must be suitable equipped with lights etc.

Where specific hazards may produce additional risks to vehicular and pedestrian movement, they must be protected whenever possible by a physical barrier and high visibility routes, scaffolding close to roadways which could cause restricted sight lines.

No materials carried around site are to be loaded in such a way as to cause restricted vision of the driver of the vehicle. All materials to be transported around site are to be suitable loaded and fully secure.

Material delivery and storage

Loading and unloading of plant and materials shall take place only within the boundaries of the construction site.

Loading and storage areas will be created onsite allowing sufficient area for the requirements of the project.

Lorry movements are delivered to the work are they shall be positioned so as not to obstruct vehicular or pedestrian routes or reduce visibility of site traffic and pedestrians. Materials shall be positioned outside of the root protection area of existing trees.

Highway cleanliness

The existing highways leading to the site shall be kept free from mud, dirt, debris and other deleterious matter. Road sweeping shall be implemented as required to prevent build-up of mud and dust on suite roads and to ensure it is not deposited on adjoining public roads. A high pressure hose shall be available at the site gate for the cleansing of vehicles should this be necessary to avoid the deposit of mud on the public highway.

Site security and tree protection

Prior to commencement on site all site boundaries shall be made secure and tree protective fencing installed. Lockable gates access points across the entrance will be installed at which pedestrian and vehicular access to site can be controlled.

As the project progresses, security will be monitored and if deemed necessary an appropriate security system shall be implemented.

Welfare facilities

This site will have the following welfare facilities:

Site workers welfare unit including WC's, hot and cold running water, first aid, dining area, offices and storage facilities.

The principal point of access/egress to this area will be from within the site.

Protective equipment

Contractors and visitors wishing to access the site work environment must wear the following PPE:

- Safety helmets
- Hi-Visibility clothing
- Gloves
- Safety footwear
- Safety glasses

Contractor's task specific risk assessment shall be carried out and protective equipment identified in that assessment shall be worn.

Storage of fuel, oils and building chemicals

Containers must be stored within a Spill Nappy (or similar), bund or any other suitable secondary containment system (SCS). All containers shall be located outside of, or away from the root protection areas of existing trees and in a safe place to minimise the risk of damage and locked-off when not in use.

For oil tanks, intermediate bulk containers and mobile bowsters the SCS must be able to hold:

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

Bunded areas must be made impermeable to water and oil. The base and walls must not be penetrated by any valve, pipe or opening that is used for draining the system. For further guidance on bund construction and other requirements, please refer to CIRIA publication Construction of bunds for oil storage tanks (R163) and Environment Agency Pollution Prevention Guidelines 2 and 6.

Waste management

The appointed site Manager will manage waste generated by the development which shall be monitored. When considering management options for identified waste streams, Springbourne Homes and supply chain members will adhere to the principles outlined in the waste hierarchy below.

- Eliminate
- Reduce
- Re-use
- Recycle
- Dispose

Springbourne Homes and supply chain members will ensure waste is stored away from drains, boreholes, wells, controlled waters and root protection areas of existing trees. Containers shall

be in good condition and where required, covered to prevent dust and litter being blown out. If there is any likelihood of stored waste contaminating the surrounding area, all necessary steps will be taken to ensure no contamination occurs. This may include the use of containment bunds with rain shelters and the use of sealed containers i.e. clip-top drums and fluorescent tube coffins.

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

- Environmental permits (mobile plant license) and exemption certificates authorising on-site crushing and screening activities
- Waste carriers registration certificates
- Environmental permits
- Waste management licences and PPC permits
- Notification certificate of exemption from environmental permitting

The project team and where applicable, subcontractors will ensure that the removal of all inert and non-hazardous waste is recorded on Waste Transfer Notes. These documents must be kept for a minimum of 2 years. These documents will be stored on site and made available up on request.

The project team and where applicable, subcontractors will ensure that the removal of all hazardous waste is recorded on Hazardous Waste Consignment Notes. These documents must be kept for a minimum of 3 years. These documents will be stored on site and made available on request. Legible copies of all Waste Transfer and Consignments Notes recording the removal of waste from the development must be issued to Springbourne Homes. This includes waste generated on site by subcontractors.

When removing hazardous waste from the development the Environment Agency Hazardous Waste consignment note guidance must be followed.

The burning of materials or waste on site shall not be permitted.

Particular matter (dust) and noise

With regard to the nuisance, the methodology in which work activities are undertaken must apply best practice means in order to minimise negative impact on local, sensitive receptors (existing domestic dwellings). However, if measures to reduce excessive dust and noise are unsuccessful, work must stop and an alternative method devised before work can resume.

The following measures shall be used where necessary in order to prevent noise and dust:

- Used sheeted lorries and sealed/covered skips
- Use dust extraction equipment when drilling and cutting
- Damp down extraction equipment when drilling and cutting
- Damp down haulage roads and stockpiled materials in dry or windy weather
- Sweep access roads regularly
- Grass over topsoil which is being stockpiled for landscaping or off-site re-use
- Locate plant and equipment away from sensitive receptors
- Use screens, including earth bunds to act as acoustic barriers Isolate plate and equipment when not in use
- Fit white noise systems on vehicles to reduce noise nuisance when reversing
- Keep engine compartment doors closed

- Limit vehicle movements on-site, i.e. use of one-way systems

Visual amenity

Measures to minimise and avoid creating visual impacts during construction:

- Unnecessary vegetation removal will be avoided
- Materials and machinery will be stored tidily during the works in order to minimise impacts on views
- Lighting of compounds and working areas will be restricted to agreed working hours and those which are necessary for security
- Public roads providing access to the construction site will be maintained free of dust and mud
- Keep clear and clean all working areas and accesses as work proceeds and when no longer required for the works
- On completion of the project, remove all structures, equipment, surplus soils and materials, waste, notice boards and temporary fences used during the construction with minimum damage to the surrounding area.

Previously unidentified matters

If one or more of the following is discovered, work in that location must stop immediately and the Project Health and Safety advisor informed:

- Contaminated soils
- Archaeology remains or features
- Suspicious objects
- Underground storage tanks
- Invasive species i.e. Japanese Knotweed
- Protected species i.e. badgers, bats, amphibians, reptiles and plant life

Subcontractor environmental reporting

All subcontractors will complete relevant sections of the Monthly Environmental Report. The report consists of the following worksheets:

- WS1 – Subcontractor details
- WS2 – Waste metric
- WS3 – Utilities/Resource metric
- WS4 – Commercial transport metric
- WS5 – Timber source metric
- WS6 – Explanatory notes.

The Monthly Environmental Report template will be provided electronically as a Microsoft Excel document. When returning completed Monthly Environmental Report, subcontractors will ensure the report is in its original format i.e. compatible version of Excel

Emergencies and incidents

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

- Hydrocarbon spillages into surface or groundwater
- Silty contaminated runoff into surface or groundwater
- Fires

- Extreme dust events

In order to minimise the risk of a pollution incident, subcontractors must ensure all operatives understand the environmental risks associated with their work activity and what control measures are in place to eliminate or reduce negative environmental impact.

Should an environmental incident occur, follow Springbourne Homes Health and Safety accident/incident Management & Investigation Process Flowchart and management of Accidents and Incidents Procedure contained within the Construction Health and Safety file.

Communicate with the public

A pre commencement letter drop shall be carried out notifying all direct neighbouring properties of the site start date.

Suitable out of hours contact arrangements shall be in place in the event that an incident occurs outside of normal working hours i.e. an alarm sounds, a break in is reported.

Contact details shall be displayed outside the site. Contacts shall be reviewed and updated in relation to annual leave or other absence of site staff.

The project team will communicate proactively with any local residents or business and other members of the public that may be affected by construction activities.

Where Springbourne Homes activities could cause nuisance to the local community, Springbourne Homes shall contact local residents and any affected businesses, schools or hospitals etc. Prior to the activity taking place. Springbourne Homes shall then ensure that these parties are kept up to date with the progress of the works and the measures that will be put in place to minimise any potential nuisance that may arise as a result of these.

Springbourne Homes shall provide the potentially affected parties with contact details of a member of the manager team, should they have any issues or complaints they wish to discuss.

Springbourne Homes staff are encouraged to build and maintain a positive relationship with the local community to avoid the need for nuisance related complaints.

All subcontractors are expected to minimise the impact of their works on the local community.

Springbourne Homes will identify potential nuisance issues at the pre-start meeting and ensure that they are included in site inductions, but these should also be covered in the subcontractor's conditions.

All complaints received will be investigated and a response (even if pending further investigation) is to be given to the complainant as soon as reasonably practicable.

Incidents relating to the nuisance i.e. complaints regarding noise, dust, vibration, mud on roads etc. made by the public, clients or Environmental Health Offices, shall be reported internally in accordance with the Springbourne Homes and Near Miss Reporting Standard (SHEMS-STD-GR-011)

Monitoring and control

It shall be the responsibility of the Site and visiting Managers to monitor and control the Construction Environmental Plan and ensure its implantation. Updating of both this written place, together with the graphical site Traffic Management Plan displayed in the site office, will be the responsibility of the Site Manager.

Contractors must ensure that they are familiar with and observe this plan.

Communication methods will include inductions, toolbox talks, briefings, letters/memos and review meetings.

The relevance of the Construction Environmental Management Plan elements will be routinely reviewed by the Site and visiting Managers. This review will focus on the need for the type and level of monitoring and the appropriateness of management measures, monitoring methods and reporting systems.

6. Appendices

Appendix 1 – Site compound layout

