

Construction Management Plan

Regrading of agricultural pasture and grazing land including raised levels towards the A24 to mitigate noise and light pollution



Site Address

Hooklands Farm
London Road
Ashington
Pulborough
RH20 3AT

Prepared By

Penfold Verrall Limited
The Haulage Yard
Dial Post
Horsham
West Sussex
RH13 8NY

Contents

1. Project description
2. Site setting
3. Contact details
4. Details of public engagement
5. Enabling works
6. Site compound and parking of vehicles by site operatives and visitors
7. Method of access and routing of vehicles during construction
8. Erection and layout of security fencing and protection of existing trees
9. Wheel cleaning facility
10. Placement methodology
11. Control of dust and noise

Appendices

Appendix A – site location drawing

Appendix B – site setup drawing

Appendix C – complaints procedure

Appendix D – traffic routing plan

Appendix E – site layout & sections plans

Appendix F – material rejection procedures

1.0 **Project description**

- 1.1 The project involves the importation of naturally occurring soils to construct two raised levels towards the A24 to mitigate noise and light pollution either side of the access drive to Hooklands Farm totalling circa 110,000 cubic metres. Construction of these areas will require a separate access haul road to be constructed. This is proposed to pass through fields to the west of Hooklands Farm and link into the existing old A24 road next to No 2 Hooklands Lodge.
- 1.2 The material to be deposited at the site will be clean naturally occurring soil and mineral material and will be imported to site under a Materials Management Plan (MMP) under Direct Transfer (DoWCop) Definition of Waste Code of Practice (CL:AIRE).

2.0 **Site setting**

- 2.1 The site is located Northeast of the town of Ashington, immediately North of the A24 and lies within the Horsham District of West Sussex (TQ1407 1727).
- 2.2 Hooklands Farm is located on the North side of the A24, accessed via a long North / Southeast orientated access drive with fields either side. Refer to appendix A: Site Location Drawing.
- 2.3 Further fields surround Hooklands Farm and to the Southwest, parallel with the A24 is the old A24 road which ends next to Nos 1 and 2 Hooklands Lodge, with a footpath continuing across the site and through the grounds of Hooklands Farm.
- 2.4 The proposed development site covers approximately 4.5 ha and consists predominately of grassland, with treelines, a hardstanding access track, and deciduous woodland. The site is boarded by priority habitat deciduous woodland to the South, North and West, with a treeline to the East. The wider landscape is comprised of agricultural land and woodland parcels with hedgerows and treelines.

3.0 **Contact details**

3.1 Darren Lynch: Managing Director: 07803 179308:

dlynch@penfoldverrall.co.uk

Adam Bish: Director: 07803 179322:

abish@penfoldverrall.co.uk

Mark Nunn: Director : 07860 182801

munn@penfoldverrall.co.uk

Tony Medhurst: Safety and Environmental Manager: 07766 524 769

tmedhurst@penfoldverrall.co.uk

Paul Lynch: Operations Manager: 07917 758741

plynch@penfoldverrall.co.uk

Head office: 01403 710836

info@penfoldverrall.co.uk

Plant Operators: TBA: All operators of plant hold full CPCS training, and all plant is certificated.

4.0 **Details of public engagement**

4.1 Prior to any works being undertaken residents local to the works will be informed of the anticipated start of the works in the form of a posted letter

4.2 There will be a notice board placed at the end of the old A24 where the temporary haul road starts, this will have the contractors name and contact details so there is contact information for residents.

4.3 Any complaints regarding works will be dealt with via Penfold Verrall Procedures and acted upon accordingly. Refer to Appendix C: Complaints Procedure

4.4 There are overhead cables on site, advice will be obtained by the provider prior to any works being undertaken under these. This also includes for vehicles passing under them.

5.0 Enabling works

- 5.1 At commencement heras fencing will be erected to establish a site compound and suitable fencing will be erected to the perimeter of the site to protect existing tree lines. The fencing will be delivered to site by a 7.5 ton lorry and will then be taken to the correct areas by labour to prevent vehicle access to root protection zones. Suitable signage will be placed to this. Refer to Appendix B: Site set up drawing.
- 5.2 Trees that have been identified as having no value to the site and that allow access for the temporary haul road can be removed and will be removed after being highlighted by the arboriculturists. This will allow for the temporary stoned track access to be constructed that will follow the route as per drawing J61.50/01; to allow safe access for HGV vehicles to the works areas without entering the root protection zones. There are two crossing points where the temporary haul road passes close to trees, these areas will be constructed using a cellular confinement system such as Geoweb. These will be to specifications to match the lorry weights required to minimise ground compaction as requested by the Arboricultural Implications Assessment.

6.0 Site compound and parking of vehicles by site operatives and visitors

- 6.1 The site compound will be established by laying a geotextile membrane to the existing ground and laying a recycled stone upon this and consolidating. The compound will be used for the parking of a site vehicle and visitor parking. Of an evening the compound will be used to secure the onsite plant (excavator & dozer). Refer to Appendix B: Site set up drawing.
- 6.2 Welfare for the site will be a standalone 12ft welfare unit that provides facilities up to 7 site operatives. The welfare unit incorporates a mess room / kitchen, drying room, chemical toilet, seating area and integral 6kva generator and is HSE compliant.

7.0 Method of access and routing of vehicles during construction

- 7.1 Pre-construction vehicular movement to facilitate the removal of existing vegetation and undertake tree surgery works shall be limited to the minimum requirement in order to fulfil the vegetation removal works and no vehicular access shall be permitted over unmade ground within the tree protection area of existing trees to be retained and protected. Once the tree surgery works have been completed the tree protective fencing works shall be put in place.
- 7.2 During the construction period, it is proposed that lorries approaching from the A24 will access the B2133 then access into London Road. Refer to Appendix D: Traffic routing plan

- 7.3 Access to the site itself shall be made at all times via the existing access point at the end of the London Road. A temporary hard track would be provided, constructed from recycled stone and enabling lorries to access the working area safely. The track would be 4 metres wide with passing bays incorporated to allow safe passing of on-site traffic and will be located outside of any tree root protection. The existing topsoil would be stripped and stored separately to a height of 2.0m and also outside the tree root protection areas. The track will be removed once the site operations have been completed prior to re-spreading the topsoil. Vehicular movements during the construction period shall be limited to areas of existing and new temporary hard standing or newly protected ground only. Refer to Appendix D Traffic Routing
- 7.4 Plant will be brought to the site on a low loader and will be escorted to its destination. The vehicle will reverse into London Road and will be off-loaded at the start of the temporary haul road. All vehicle movements will be overseen via a banksman. This procedure will be repeated on completion of the works. The plant to undertake the works will be a CAT dozer with GPS and a Volvo 220 excavator.
- 7.5 It is anticipated that there will be 40 vehicle movements to the site per day Monday to Friday. The vehicles entering the site will be 8 wheeled 30 ton tipper lorries all fitted with on board cameras, tracking devices and automatic sheets.

8.0 Erection and layout of security fencing and protection of existing trees

- 8.1 Heras fence panels will be erected to the site to form the site compound / parking area and to the cross over points closest to trees as per the Arboricultural Implications Assessment, the installed protective fencing shall be 2m minimum height heras welded wire mesh fencing with retaining supports. Suitable fencing will be erected to the exterior of the site to protect the existing tree lines. Refer to Appendix A Site Location Perimeter Drawing
- 8.2 The fence will be clearly visible for the duration of the works and maintained. The fencing will be used to enclose the full canopy spread of any tree in accordance with the specified root protection areas.
- 8.3 This fencing will also be used to prevent public access into the works area from the public footpath on site. A gate system will be used in any areas where the public footpath and haul road cross. Suitable signage will be placed upon these informing users of vehicle movements. Stopping areas will be in place to vehicles prior to them crossing over these sensitive areas. Refer to appendix B Site Set Up Drawing

9.0 Wheel cleaning facilities

- 9.1 Wheel cleaning facilities will be established at the entrance to the site on the temporary stoned access. All vehicles leaving the site will use this facility. When exiting the wheel cleaning area drivers will park the vehicle and check their tyres for any loose materials so not to take dirt or debris onto the existing road systems. Refer to Appendix B: Wheel Cleaning Location
- 9.2 The site operator will monitor the roads as well as senior management during site visits. Penfold Verrall road sweeper will be in regular attendance.

10 Placement methodology

- 10.1 The regrading of the pasture and grazing land with the raised levels towards the A24 would be constructed in a phased and orderly manner with works commencing at the furthest point and working back out of site removing the temporary haul road as works commence. To enable the works, it is proposed that a temporary track 4metres wide and 450mm deep would be constructed from the existing tarmac London Road in order that lorries and plant may access and use this area safely, particularly in wet conditions, as per drawing J61.50/01
- 10.2 To construct the track, to these dimensions it is proposed that the existing topsoils would be stripped back by an excavator and stockpiled on site separately from any subsoils to a maximum height of 2m, outside of any tree root protection areas. The track would be constructed of recycled stone to a depth of 450mm and would be removed and the ground reinstated as the pasture and grazing land with raised levels is progressively constructed. The stockpiled topsoils would be utilised in the final restoration cover of the area.
- 10.3 From the track it is proposed that soil works for the regrading would be commenced at the furthest end of the site with lorries importing and placing soils directly onto the ground, within the proposed footprint area, so the operator may work immediately and shape the pasture and grazing land, as proposed in the site layout sections plans. It is proposed that the imported soils would be mainly worked when the soils are dry and friable in order to avoid smearing and damage to the structure of the soil and in the interest of a good quality restoration of the finished regrading. Refer to Appendix E: Site Layout and Sections Plans.
- 10.4 The drivers of all vehicles delivering material to the site must report to the site supervisor to disclose the nature of the material they are carrying and provide relevant documentation. The site source report will ensure this material is acceptable, however checks from the drivers will ensure this. Only Penfold Verrall drivers will be operating at the site.

10.5 The site representative will record the movement of vehicles to and from the site and identify the loads they are carrying. The operative will complete delivery notes; the delivery note will be signed to confirm the details are correct and that the inspected material is suitable for use.

10.6 All loads delivered to site will be visually inspected at the tipping area and again when deposited. The objective of this inspection is to try and detect the presence of unauthorised material. Vehicles will remain sheeted until they arrive at the deposit area. If the site operatives inspection detects any unauthorised material it will be dealt with in accordance with the rejection procedures. Refer to Appendix F: Material Rejection Procedures

10.7 There will be a tracking system in place for the acceptance of material and this will be for the acceptance of direct transfer which is specific to low risk clean naturally occurring soil and mineral and will be in the form of a CL:AIRE delivery ticket.

11 **Control of dust and noise**

11.1 Any control measures implemented need to be monitored to ensure the practices being undertaken are working correctly and if not need to be reviewed and new controls put in place. Due to the nature of the works keeping potential dust problems under control is an everyday job; therefore control measures have been put in place to eliminate /reduce the amounts of airborne dust produced from our work activities. Dust does not only affect the existing environment but can also cause serious respirable problems with our workforce and members of the public, especially those with existing respirable problems. Our operatives will need to ensure that best working practices are followed at all times. The following identifies the activities that are most likely to produce dust.

Activities with potential to produce dust

- Driving on haul roads (especially on dry and windy days)
- Hauling of soils for the regrading works
- Depositing of soils
- Moving soils on site
- Stockpiles
- Vehicle emissions

Receptors

- Local human population / residents
- Site staff
- Users of Hooklands Farm
- Deciduous woodland and surrounding trees
- London Road

Pathway

- On air currents
- From back of tipper lorries delivering soils
- Dust can turn to slurry / silt on wet days and find way onto existing road systems

11.2 The site will be monitored daily for dust produced by site activities; this plan will be in affect during all hours of operation at the site. During non-business hours there will be no activities generating dust; therefore dust control activities will be restricted to hours of operation only. However if winds are high on close of business, site personnel should evaluate vulnerable areas and implement controls, as appropriate, to minimise off hours emissions.

Controls for site activities – haul roads

- Temporary access road to be dampened down
- All vehicles entering the site will abide by a set speed limit 5mph
- All vehicles entering the site must be sheeted until point of deposit
- All vehicles leaving the site will ensure they are visually checked for debris and use the wheel cleaning facilities that will be sited near the access to site.
- Road sweeper to be used if material enters onto main roadways
- Stagger site movements

Controls for site activities – plant emissions

- All Penfold Verrall vehicles are constantly being upgraded and most of our current plant is new including excavators, this ensures that our equipment have Euro 5 or 6 engines. Plant is to be maintained on a regular basis.

Controls for site activities – stockpiles

- Limit the height of stockpiles (topsoil) to 1m in height
- Limit the disturbance of the stockpiles
- Apply water to the surface of stockpiles (if required in dry conditions)

Controls for site activities – material depositing

- Monitor wind conditions (daily onsite decision by site operator and during visits by site management)
- Do not let materials fall at too great a height
- Use water suppression where necessary
- Vehicles depositing material must be sheeted until area of placement
- Areas nominated for the depositing of material, all loads must be overseen by plant operators.

It is envisaged that noise from the operations will be minimal especially with the close proximity to the A24 and the purpose to regrade the agricultural pasture and grazing land and to raise the levels towards the A24. However controls will be put in place to reduce the noise produced from our activities.

Activities with potential to produce noise

- Lorry Movements
- Excavator Operations
- Reversing Beacons

Receptors

- Local human population / residents
- Site staff
- Users of Hooklands Farm

Pathway

- Air Currents
- Strong Winds
- Ground Vibration

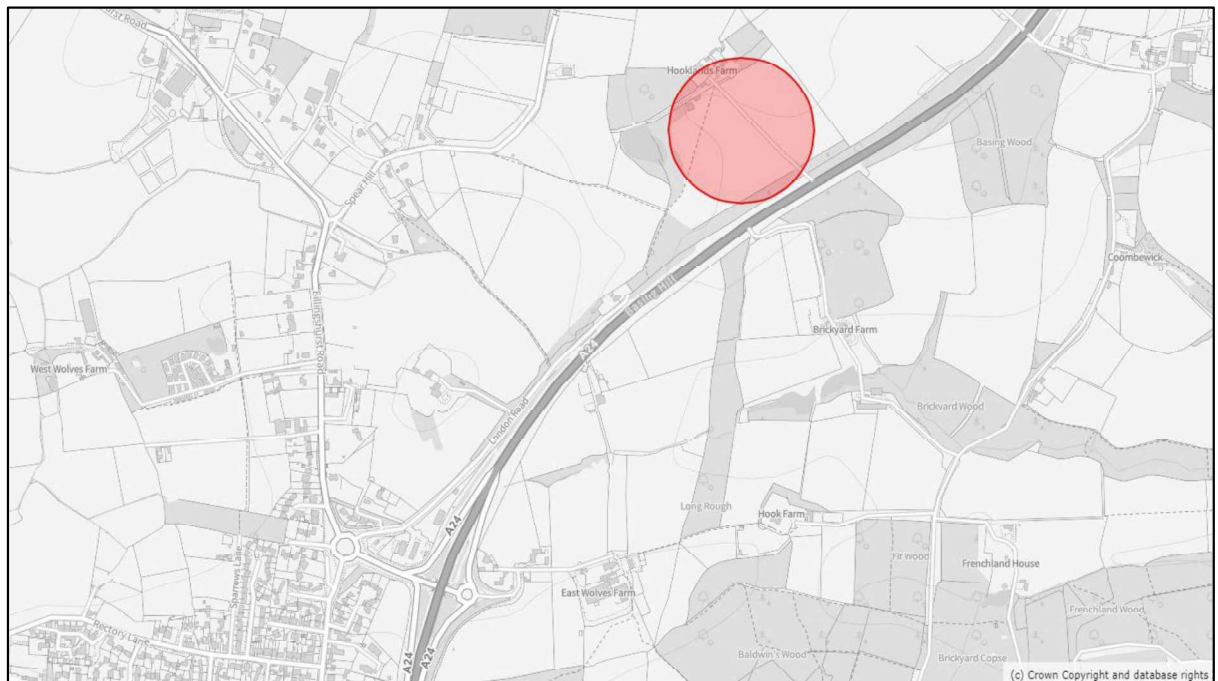
Control measures

- There are natural defences already in place such as large trees and bushes that should muffle some of the noise produced by the work activities. Also our plant and equipment is constantly being upgraded and is regularly maintained, this ensures they function correctly and any muffling devices fitted are working correctly.
- To ensure works noise is not a nuisance it is proposed that working times and no construction or HGV movements shall take place outside the hours of 0700 to 1800 (Monday to Friday) and 0730 to 1300 (Saturday). There will be no working on Sundays, public or bank holidays.
- No use of vehicle horns unless it's a genuine emergency.
- Tipping of materials to be undertaken slowly to ensure tailgates do not slam.
- The temporary access road to the works areas are to be regularly maintained to reduce pot holes etc so to prevent noise from vehicle using it.
- Stagger vehicle movements on site.
- Reduce the amount of reversing on site; however this cannot be completely eliminated.
- The dwellings on site should not be affected by vibration from the works as construction plant will be kept to a minimum.

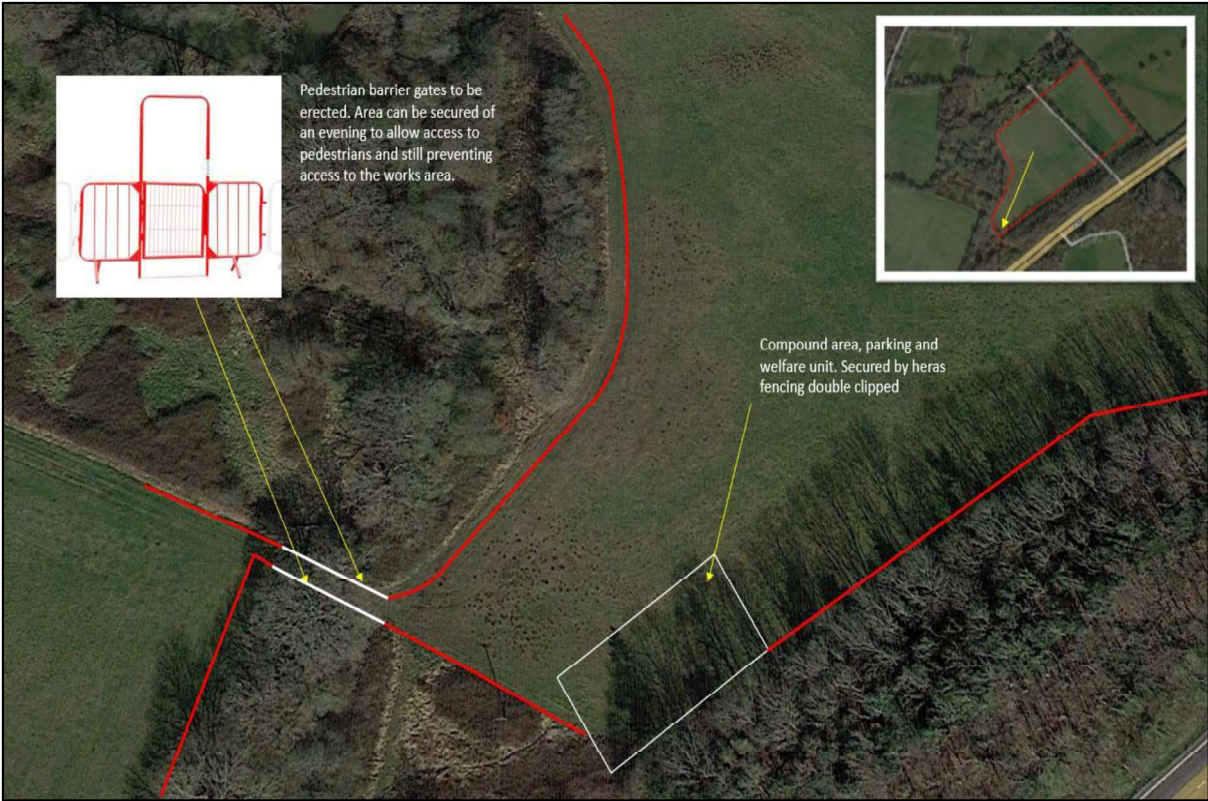
All Penfold Verrall operators of plant and HGV will be informed to give consideration to site users and local receptors whilst using the site at all times. This plan will be in effect during all hours of operation on site. During non-business hours there will be no activities generating noise; therefore, noise control activities will be restricted to hours of operation only. Any complaints must be recorded in the complaints procedure form.

Appendices

Appendix A – site location drawing



Appendix B – site setup drawing and wheel cleaning position



Appendix C – complaints procedure

Penfold Verrall Complaints Timeframes PVL007 (A)

Objectives

Penfold Verrall aims:

- To provide our customers with the best possible service
- To resolve complaints immediately
- We learn from our mistakes and find ways to improve our services.

Responding to complaints

HIGH RISK

- To be dealt with immediately, preferably at source if possible. This is only to be undertaken if there is no risk to the individual from the source or complainant.

MEDIUM RISK

- To be dealt with within 24hrs

LOW RISK

- To be dealt with within 5 days

All complaints must be filled out in the complaints book found in the site office. The head office must also be informed immediately so we can address the severity of the complaint and solve any issues rising.

If complaints take longer than the recommendations above; then the complainant will receive an explanation to why and when to expect a reply.

We treat complaints seriously and learn from them to prevent any re-occurrence and to improve our services. So please record all complaints and inform head office at the earliest convenient time.

Who made the complaint (name)	
Address	
Phone Number	
Date and time the complaint was made	

What happened, what was it about?

Was anyone else aware of this – other neighbours or your staff? If so who?

Assuming the complaint relates to the site, what was the problem, what went wrong? If you can't find the source of the problem you should contact the head office on 01403 710836

What have you done to make sure it does not happen again? (immediate resolution)

Was there any significant pollution – for example: excessive odour which can be smelt off site, large volumes of dust or excessive noise levels?

--

**If there was then you must notify the head office
Have you done so?**

Yes/no/not applicable

At what time did you phone?

Please print and sign your name:

HEAD OFFICE

Has an email been sent to the local Environment Agency

Yes/no/not applicable

Time:

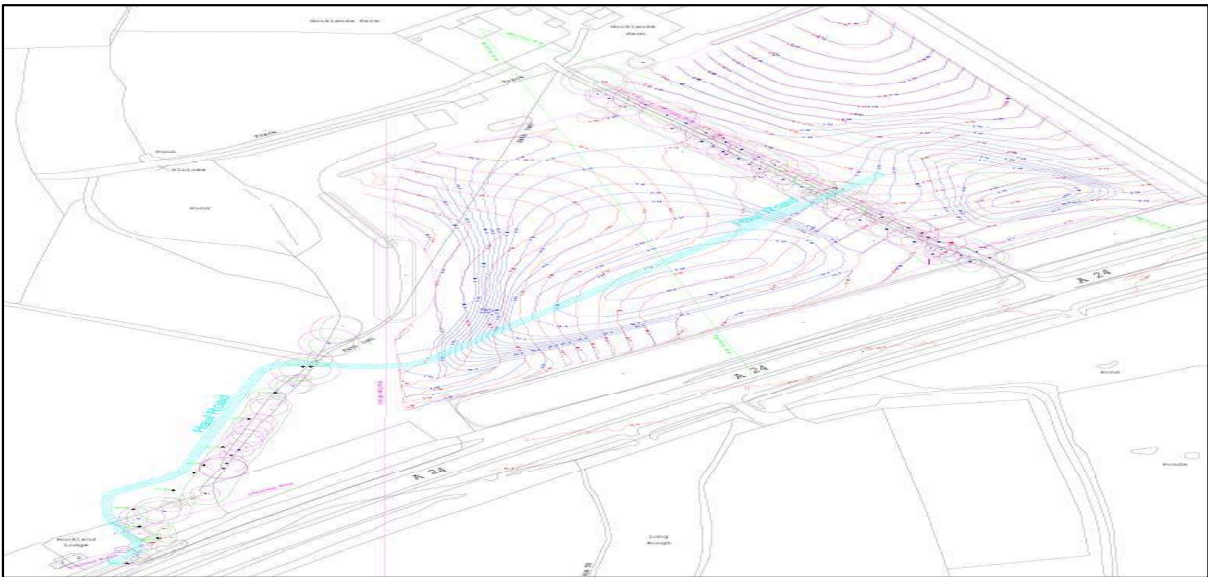
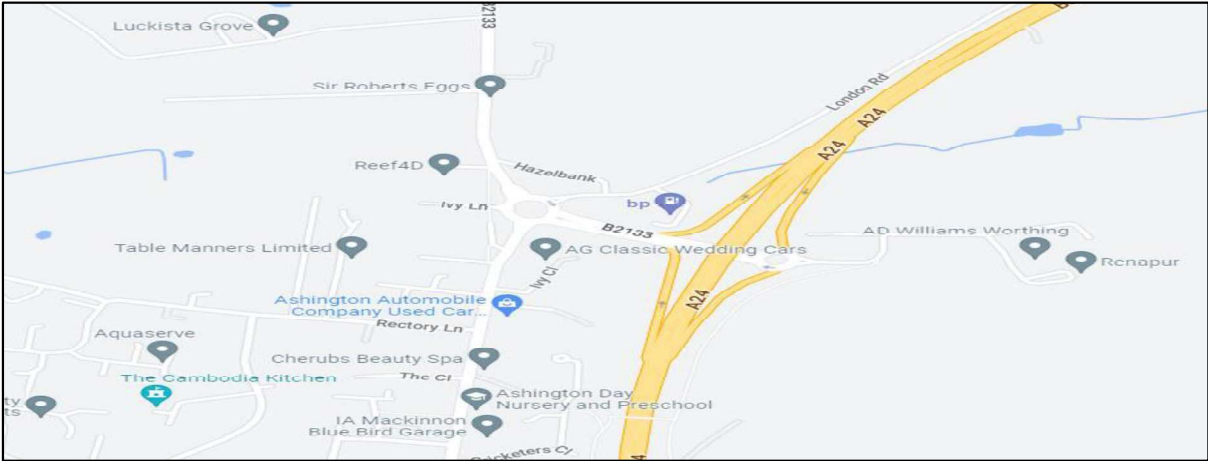
Date:

EA incident number:

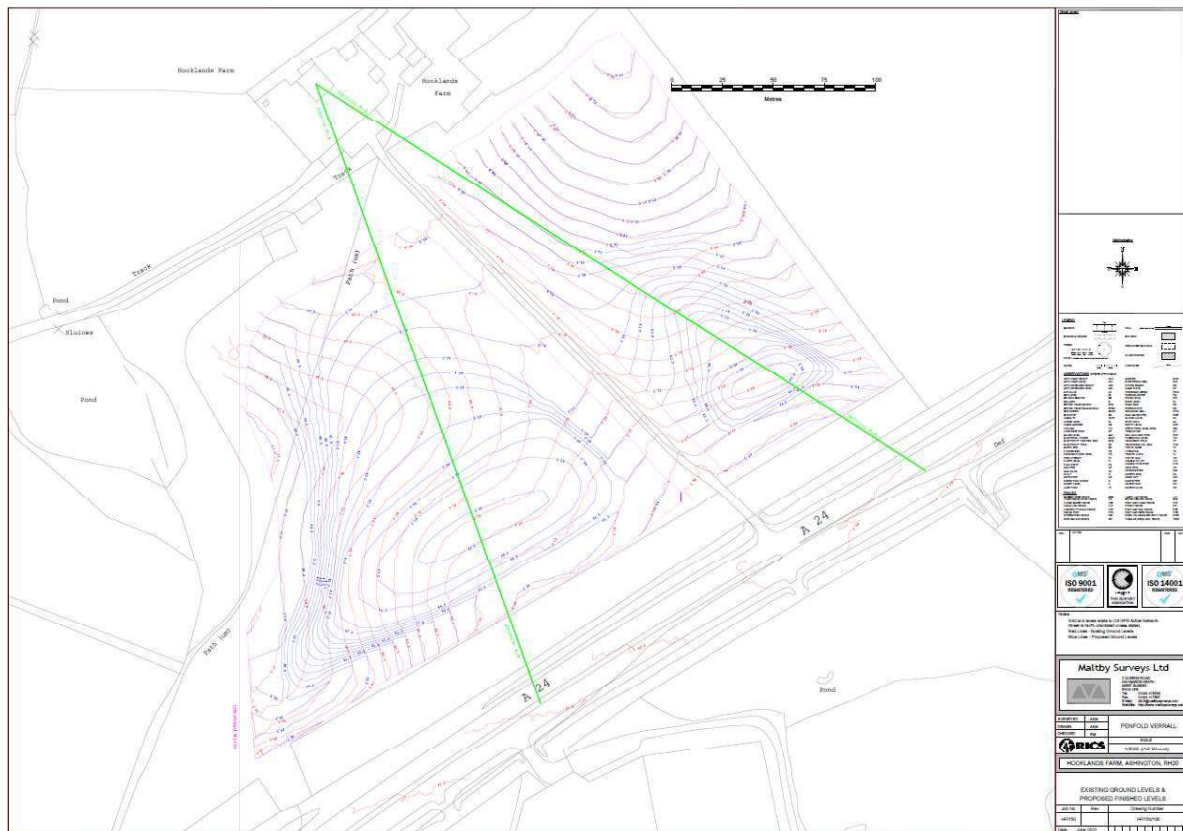
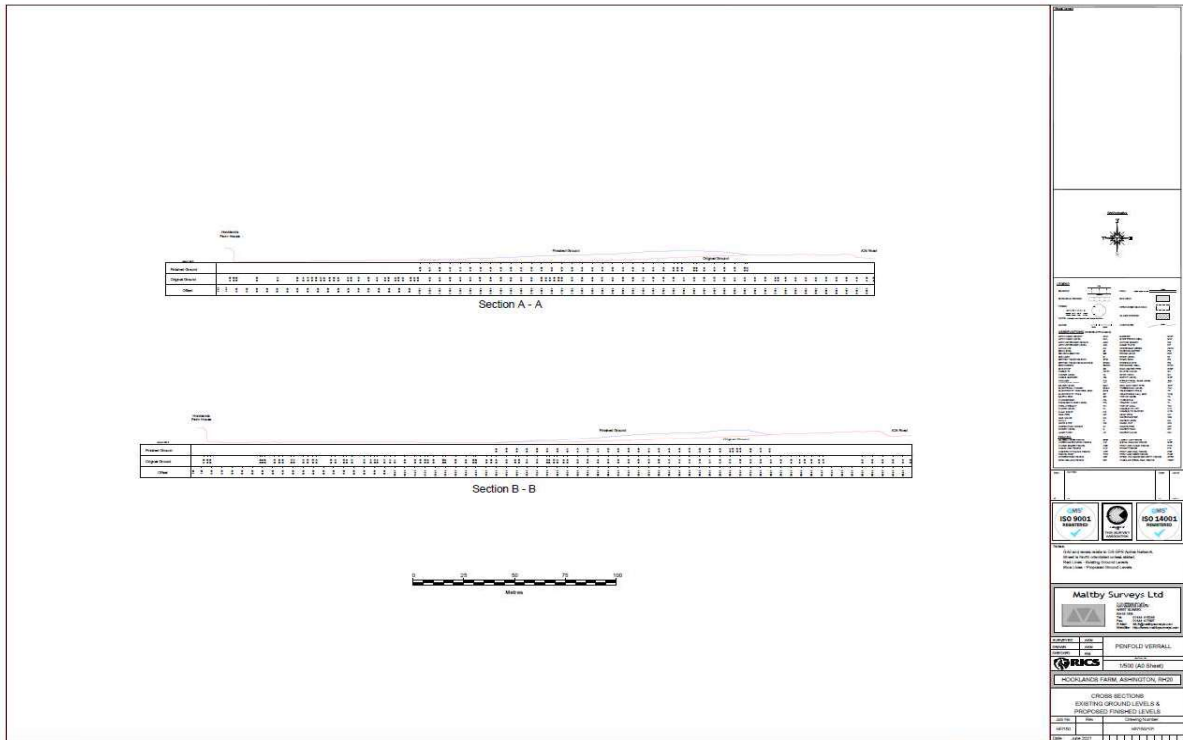
Outcome: what has been done to prevent re-occurrence?

Please print and sign your name:

Appendix D – traffic routing to site and temporary haul road



Appendix G – site layout & sections plans



Appendix H – material rejection procedures

Load failure report

Site Address:

Delivery Ticket Number:

Transport Company:

Reject Load Vehicle Registration:

Site Rejected Load Loaded From:

Reason for Failure:

Contact Name and Number for Transport Company Regarding Load Failure:

Date Material Removed from Site: