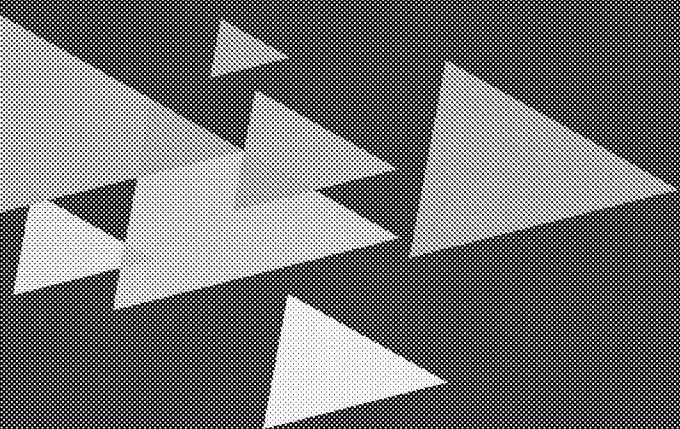




Littlehampton Golf Club

Construction Management Plan

For

Matthews Group

Document Control Sheet

Construction Management Plan

Littlehampton Golf Club

Matthews Group

This document has been issued and amended as follows:

Date	Issue	Prepared by	Approved by
06/12/2017	1 st Draft	James Werby	Phil Bell
20/12/2017	Final	James Werby	Phil Bell

Motion
84 North Street
Guildford
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1.0 Introduction

- 1.1 Motion has been appointed by the Matthews Group to produce this Construction Management Plan (CMP) in order to satisfy West Sussex County Council (WSCC) Highways request for further information in relation to the proposals at Littlehampton Golf Club (planning reference: LU/320/17), which includes the importation of soil in order to enable the formation of a re-contoured practice area.
- 1.2 Littlehampton Golf Club is located to the west of Littlehampton on the western side of the River Arun. The Golf Club is accessed from the north west via the A259 and Ferry Road, which runs in an easterly direction and provides access onto Rope Walk.
- 1.3 A separate planning application (planning reference: LU/208/17) to create an enlarged bund on the eastern boundary of the golf course, was approved in September 2017 subject to conditions. In order to satisfy Condition 3 of that permission, a CMP produced by Dowsett Mayhew Planning Partnership has been submitted.
- 1.4 This CMP will therefore draw on information within the CMP produced by Dowsett Mayhew Planning Partnership and provide further information on aspects such as traffic management within the vicinity of the site. This reflects the comments received by WSCC Highways on 31 October 2017, which include references to both schemes as it is likely that they will take place simultaneously. The full comments received by WSCC Highways are attached at [Appendix A](#).
- 1.5 The purpose of a CMP is to ensure that the impact of construction work on local residents and the immediate highway network is kept to a minimum. The construction site manager will be responsible for implementing measures contained in the CMP and will be the point of contact for local residents. The site manager will also ensure that all contractors working on the site have public liability cover in place prior to the commencement of works.

2.0 Site Background

- 2.1 Littlehampton Golf Club is located to the west of Littlehampton on the western side of the River Arun. The Golf Club is accessed from the north west via the A259 and Ferry Road, which runs in a easterly direction and provides access onto Rope Walk.
- 2.2 Rope Walk runs adjacent to the eastern boundary of Littlehampton Golf Course and provides access to Arun and Littlehampton Yacht Clubs, West Beach car park as well as the golf club. Rope walk is approximately 1.2 kilometres in length, running from its junction with Ferry Road towards the coast where West Beach car park is located. It is a narrow private road, with 15 mile per hour speed restriction signage.
- 2.3 There are double yellow lines on both the eastern and western sides for much of the length of Rope Walk. However, circa 350-400 metres to the south of Ferry Road, there are approximately 20 parallel parking spaces within the vicinity of Littlehampton Golf Club on the eastern side of Rope Walk.
- 2.4 The previous planning application (planning reference: LU/208/17, approved in September 2017) at Littlehampton Golf Club includes the importation of soil in order to create an enlarged bund and infill an existing void on the eastern boundary of the golf course. It is envisaged that the importation of 14,350 cubic metres of material will be required to create this bund, which will involve in the region of 1,200 vehicle movements (based on carrying capacity of the vehicle to be 12 cubic metres) over a period of 3-6 months during the winter period (October to March). This equates to approximately 15 loads per day on average.

3.0 Development Proposals

- 3.1 The most recent proposals at Littlehampton Golf Club (planning reference: LU/320/17) include the importation of soil in order to enable the formation of a re-contoured practice area. To undertake this work, soil will need to be transported to the site by large four axle tipper vehicles along Rope Walk. It is envisaged that the importation of 45,000 cubic metres of material will be required to complete the work. This amount of material will therefore require in the region of 3,750 vehicle movements (based on carrying capacity of the vehicle to be 12 cubic metres) over a period of 6 months during the winter months (October to March). The 3,750 vehicle movements equates to approximately 25 loads per day on average.
- 3.2 The work will take place simultaneously with the proposals to create an enlarged earth bund, which will also be undertaken during the winter months (October to March). As a result of this there will be approximately 40 loads per day on average, which equates to approximately 80 movements a day.
- 3.3 The access point for tipper vehicles to deliver the material to the golf club is located approximately 950 metres to the south of the Rope Walk/Ferry Road junction at an existing emergency/maintenance access point.
- 3.4 As part of the planning application LU/208/17/PL, the existing emergency/maintenance access is to be widened in order to accommodate the four axle tipper vehicles. The current application will also utilise this widening so that HGVs can enter and egress the site. Swept path analysis has been included at Appendix B which demonstrates the extent of widening required to accommodate the tipper vehicle movement.

4.0 Construction Details

Indicative Programme for Implementation of Works

- 4.1 The details that accompanied the planning application set out an estimated 6 month timeline for the duration of the implementation of the works. These works will be undertaken during the 'low' season, defined as the period between 1st October and 31st March in any given year.
- 4.2 Having regard to this, the indicative programme below is based upon the intention to implement the development within the 'low' season such that it can be completed prior to 31st March 2019.

Works	Timeline
Submission and determination of schemes	November – December 2017
Site set up including delineation of loading/unloading areas, installation of temporary fencing, delivery of plant and materials, delivery of staff and welfare facilities and access widening works	October 2018
Clearance of scrub, grassland, vegetation and topsoil	October 2018
Creation of extended and enlarged bund, and landscaping works, including importation of material (planning reference: LU/208/17)	October 2018 – March 2019
Formation of a re-contoured practice area (planning reference: LU/320/17)	October 2018 – March 2019
Clearance of site infrastructure including plant machinery, staff welfare facilities and temporary fencing	March – November 2019
Undertaking landscape implementation and aftercare measures	March – November 2019

Table 4.1: Indicative programme of works

Types of Vehicles

- 4.3 The vehicles accessing the site will comprise three main types:
- » staff and visitor vehicles;
 - » delivery vehicles, comprising tipper trucks; and
 - » delivery of plant/machinery (dumpers, bulldozers and 360 excavators).
- 4.4 Staff and visitor parking is to be located to the north of the Golf Club, within the existing car park. The dumpers, bulldozers and 360 excavators will be retained on the development site during the implementation of the development. The main vehicles that will therefore access the site on a regular basis are the delivery vehicles comprising the tipper trucks.

On-site Parking

- 4.5 The Golf Club benefits from an extensive parking area, accessed off Rope Walk, and located immediately to the north of the Clubhouse. This is a large car park which is not fully utilised or required during the 'low' season when there are fewer visitors to the Golf Club, in comparison to the peak summer season.

- 4.6 Site operatives and visitors associated with the construction phase of the development use the existing car park for vehicular parking. The proposals include the provision of a dedicated parking area reserved for such personnel toward the northern end of the car park, as detailed on the plan attached at Appendix C. Temporary fencing and a Site Notice will be placed on the southern perimeter of this area noting that it is reserved for construction personnel during the implementation of the development.

Loading and Unloading of Plant and Materials

- 4.7 There is a vehicular access located to the south of the golf course off Rope Walk. This is utilised for vehicles and storage of materials (e.g. sand) used for the day-to-day maintenance of the course.
- 4.8 This access will be used for the delivery, loading and unloading of material during the construction phase of the development. The existing works entrance will be widened in order to facilitate access by delivery vehicles. This is detailed in the plan attached at Appendix B. A banksman will be located at the access to help facilitate the movement of HGVs as requested by WSCC Highways.
- 4.9 The material required in conjunction with the implementation of the development is to be delivered to the site by large four axle tipper vehicles as detailed in the photograph at Appendix D. These would access the entrance off Rope Walk in a forward gear, and then reverse to tip the material in one of the two areas identified on the plan at Appendix E.
- 4.10 Following tipping, the deposited material will be placed in its final location using dumper truck, bulldozer and 360 excavators.

Storage of Plant and Materials

- 4.11 As detailed previously, a dedicated parking area be delineated within the existing Littlehampton Golf Club car park during the construction phase of the development. This area will also be used for the siting of requisite staff welfare facilities and machinery (except see below).
- 4.12 The imported material will be placed onsite using dumpers, bulldozers and 360 excavators. These will be retained onsite during the implementation phase, and will be positioned within the working area of the development. These will be moved as necessary in accordance with the direction of working. They will not be transported offsite until the development is completed.

5.0 Nuisance Control

- 5.1 A range of measures will be implemented to ensure that the potential impact of the works on local residents and neighbours will be minimised.

Site Waste Management Plan

- 5.2 All waste will be dealt with in accordance with the duty of care Section 34 of the Environmental Protection Act 1990 and the Environmental Protection (Duty of Care) Regulations 1991. Where hazardous waste is identified, it will be controlled and disposed of following the Environment Agency approved procedures.

Noise Control

- 5.3 Deliveries to the site will take place between the hours of 08:00-18:00 on weekdays and 08:00 and 13:00 on Saturdays, with no work taking place on Sundays or Bank Holidays. Deliveries will be scheduled to distribute vehicle movements throughout these hours to avoid more than one vehicle delivering to the site at any one time.

Public Consultation and Liaison during Construction Phase

- 5.4 Local residents and local businesses within the vicinity of the application site, in particular on Rope Walk, together with Littlehampton Town Council will be kept informed of the implementation of the works.

- 5.5 Letters will be sent to all properties with a postal address on Rope Walk to inform businesses and local residents of the intention to commence works. This letter would provide a minimum seven day notice of the planned start date, and would include the following details:

- » Notice of intended commencement of development start date;
- » Indicative programme of works;
- » Confirmation of hours of operation;
- » Details of the likely vehicle movements/types;
- » Dedicated contact name, telephone number and email address for construction site manager;
- » Details of planned further communication updates.

- 5.6 It is intended that those residents and businesses receiving an initial letter with the above details, and the Town Council, together with any other parties who express interest, will receive a periodic (monthly) update of progress of works. This will include details of any revisions to the details included in the initial letter, such as for example, any amendments to the timetable of works.

- 5.7 In addition to the above, Site Notices will be placed at a location readily visible from public vantage points, including but not limited to the car park of the Golf Club and the eastern perimeter fencing of the Golf Club adjoining Rope Walk. These notices will contain the same details that will be included in the letter to local residents and businesses. It will thus enable visitors from the wider area to be appraised of the works and obtain relevant contact details for the construction site manager.

Site Security

- 5.8 All construction materials will be stored within the material storage area. The site manager will be responsible for site security and emergency procedures. Local residents and businesses will be advised by the site manager of appropriate procedures and contact information for out of hours incidents. This information will be displayed on the Site Notices.

Wheel Washing Facilities

- 5.9 Vehicles will enter the site in a forward gear, reverse to the tipping area and then egress the site in a forward gear. The tipper trucks will be contained within an area of hardstanding during the time spent on site. As a result of this, the tipper trucks are unlikely to gather mud and debris.
- 5.10 Nonetheless, prior to leaving the site all vehicles will be the subject of a visual inspection by the construction site manager or nominated colleague. Where necessary, the wheels will be the subject to a jet wash to remove mud and debris whilst the vehicle is on the hardstanding area.
- 5.11 Furthermore, Rope Walk will be subject to regular clearing and cleaning by a road sweeper. This will be undertaken from the site entrance northward as far as is required, but as a minimum, to the access point of the Golf Club on to Rope Walk. The road sweeping will be undertaken, as necessary, but at a frequency that would not be less than per day.

6.0 Traffic Management

- 6.1 WSCC provided comments on the scheme on 31 October 2017 and required further information in relation to traffic management of the HGV movements as a result of the two most recent planning applications at Littlehampton Golf Club.

- 6.2 This section therefore provides detail on portable traffic signals, which will control the traffic along Rope Walk on a day-to-day basis during the length of works.

Trip Generation

- 6.3 The approximate 40 HVG movements a day associated with the works on both schemes will result in approximately 80 movements a day equating to 8 movements an hour. These movements would take place between the hours of 08:00 and 18:00 hours on weekdays. It is noteworthy that work can also take place between 08:00 and 13:00 hours on Saturdays.
- 6.4 Movements associated with Littlehampton Golf Club and Littlehampton and Arun Yacht clubs will be lower during the months of works and will therefore not generate a significant amount of movements in addition to the HGV traffic. This will result in the potential for less conflicts along Rope Walk.
- 6.5 Notwithstanding this, there are a number of existing passing bays located within vicinity of both yacht clubs on the narrow section of Rope Walk leading to West Beach car park, which can be used if there were to be any vehicles meeting along Rope Walk.

Traffic Signals

- 6.6 In order to control the traffic mentioned above, four portable traffic signals are to be placed on Rope Walk at locations indicated at Figure 6.1. These traffic signals will operate as two shuttles, which are detailed below. Appropriate signage will be in place throughout the works.
- 6.7 The traffic signal control will be vehicle actuated (VA) as this will reduce delay to vehicles by ensuring that the green time is adjusted automatically. The default position of the VA signal will be red, and will change once a vehicle approaching the signal has been registered. The signals will then change back to red after the set maximum green signal time has been reached. This maximum green signal time can be adjusted on site to reflect any changes in traffic flows.

First Shuttle

- 6.8 The plan attached at Figure 6.1 illustrates a traffic signal head approximately 215 metres from the Ferry Road/Rope Walk junction. This is in a location just before a narrow section of Rope Walk begins and will run for approximately 150 metres to a point where Rope Walk widens.
- 6.9 It is noted that there is an access for Littlehampton Yacht Club private boat storage located just to the north of the first signal head. Appropriate signage will be in place to make vehicles exiting the private boat storage aware that the traffic is under signal control as per the Department for Transport (DfT) guidance set out within 'An Introduction to the Use of Portable Vehicular Signals' dated March 2008. The relevant signage is illustrated on Figure 6.1.

Two-Way Traffic

- 6.10 The stretch of Rope Walk after the end of the first shuttle facilitates two-way traffic up until the access to the Littlehampton Golf Club (as shown on Figure 6.1), and as such will not require traffic signals.

Second Shuttle

- 6.11 The position of the start of the second shuttle will be located in the proximity of the Littlehampton Golf Club car park entrance just before the road narrows to a single lane. The second shuttle will run for approximately 400 metres up until the work site entrance, which is illustrated in Figure 6.1.

- 6.12 It is noted that this stretch of road passes the Littlehampton and Arun Yacht Club, which will not be signalised. These accesses will not be signalised as it is anticipated that vehicle activity associated with both of the Yacht Clubs will be immaterial. In addition, this methodology is compliant with the relevant guidance (*'An Introduction to the Use of Portable Vehicular Signals'* dated March 2008).
- 6.13 In order to make drivers aware that both of these access will not be signalised, the appropriate signage, including *'joining traffic not signal controlled'* will be implemented at the start of each signal head of the second shuttle.

Vehicle Routing

- 6.14 Construction vehicles will approach the site from Rope Walk via Ferry Road and the A259. It is noted that the A259 has wide lanes suitable for larger vehicles and provides connections to Littlehampton to the east and Felpham and Middleton-On-Sea to the west. The vehicle route is indicated within [Figure 6.2](#).
- 6.15 Within the comments received by WSCC, reference was made to the condition of the bridge on Ferry Road and noted that a review of the condition data of the bridge that is was in a reasonable condition. Ferry Road has no restrictions for the type of vehicles that travel along it and as such there will not be any traffic management on it. It is noteworthy that there is caravan/boat vehicle parking located off of Ferry Road, which indicates that larger vehicles already travel on it.

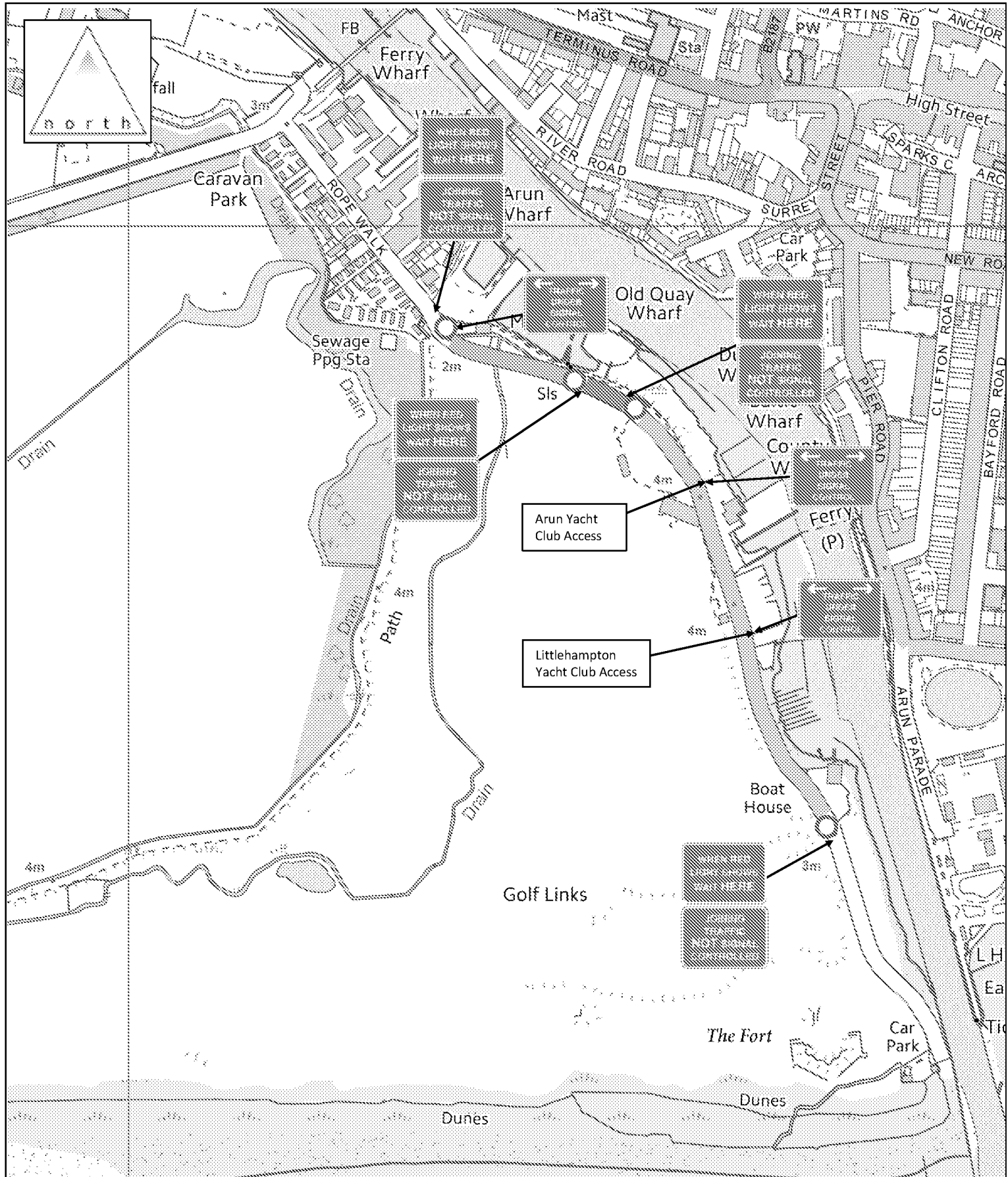
Pedestrian Safety

- 6.16 It is noted that footpath 3110 extends from Rope Walk up until West Beach Car Park, with a track running parallel to the majority of the road. The track is separated from the road through grass verge and wooden stumps.
- 6.17 Whilst it is noted that the usage of this footpath will be less frequent during the winter months, provision for pedestrian safety will be made. Signage will be put up to encourage pedestrians to use the track where possible and provide warning that HGVs will be using the road.

7.0 Summary

- 7.1 Motion has been appointed by the Matthews Group to produce this Construction Management Plan (CMP) in order to satisfy West Sussex County Council (WSCC) Highways request for further information in relation to the proposals at Littlehampton Golf Club (planning reference: LU/320/17).
- 7.2 A separate planning application (planning reference: LU/208/17) to create an enlarged bund on the eastern boundary of the golf course, was approved in September 2017 subject to conditions. In order to satisfy Condition 3 of that permission, a CMP produced by Dowsett Mayhew Planning Partnership has been submitted and forms the basis of this CMP as the works for both applications are likely to occur simultaneously.
- 7.3 This CMP puts forward measures in order to ensure that the impact of construction work on local residents and the immediate highway network is kept to a minimum. Four portable traffic signals are to be placed on Rope Walk and will sufficiently manage the HGV movements and other traffic along Rope Walk during the less busy winter months.

Figures



Legend:

-  Indicative Location of Traffic Signals
-  First Length of Shuttle Operation
-  Stretch of road facilitating two-way traffic
-  Second Length of Shuttle Operation

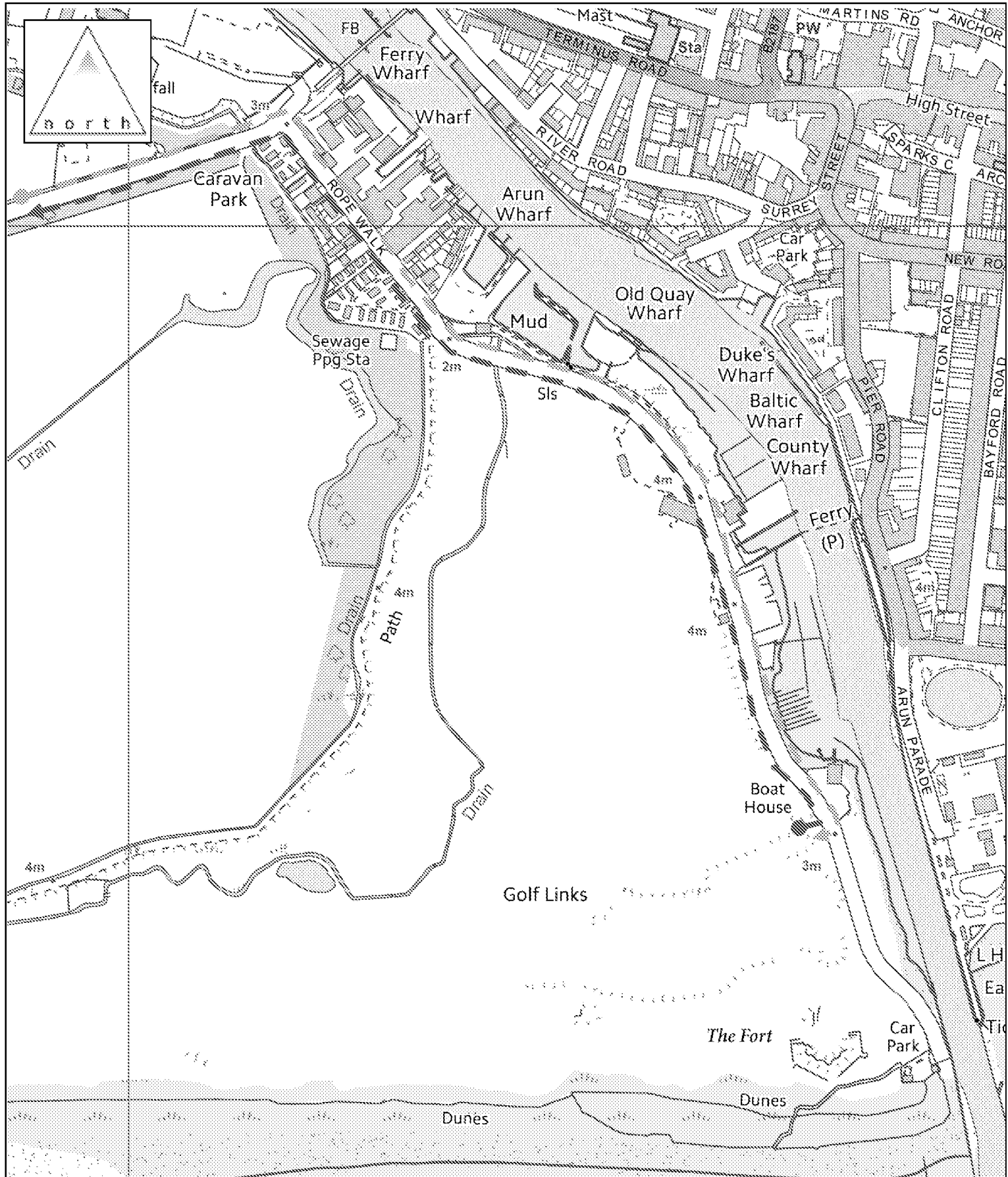
Littlehampton Golf Club,
Rope Walk

Location of Portable Traffic Signals

Figure 6.1

Not to Scale

motion



Legend:

—▶ Vehicle Entering the Site

◀— Vehicle Exiting the Site

Littlehampton Golf Club,
Rope Walk
Vehicle Routing Plan

Figure 6.2

Not to Scale

motion

Appendix A

Comments from West
Sussex County Council

Bronte Welham

From: Amanda Scholes on behalf of Planning.Responses
Sent: 03 November 2017 08:31
To: Planning Scanning
Subject: FW: LU-320-17
Attachments: image001.emz; image002.emz; image003.emz; image007.emz; image009.emz; image010.emz

Sent: 02 November 2017 15:45
To: Planning.Responses
Subject: LU-320-17

**WEST SUSSEX COUNTY COUNCIL
PLANNING SERVICES CONSULTATION**

DATE: 31/10/2017

FROM: Jamie Brown **TO:** Arun District Council
FAO: Anita Gardner

SUBJECT: LU/320/17/PL -Alterations to golf practice ground & surrounding land, including tees (incorporating importation of material).

Littlehampton Golf Club, Rope Walk, Littlehampton, BN17 5DL

RECOMMENDATION:



☐ ☐ ☐ **Advice**
Information
Objection

Modification

More

No Objection

Refusal

Background

WSCC in its capacity of Local Highway Authority (LHA) has been consulted for highway safety and capacity on the above proposals.

Littlehampton Golf Club is located to the west of the River Arun. The proposals are accessed from the North West via the A259 and Ferry Road. Ferry Road is a 'D' Class Road with a speed limit of 30 mph. The proposals are supported by way of a Technical Note (TN). In summary the LHA would require some additional information from the application including a Construction Management Plan (CMP) and confirmation that a Section 59 Agreement will be entered into. The LHA intends to undertake a site visit of the land in question and the surrounding local highway network. This will take place in the week beginning 6th November 2017.

Comments

The proposals are works to be undertaken at the Golf course which will require the delivery of materials. Within the TN it is stated that these works would generate a proposed vehicle

Movement of 3750 for the next 6 months over the winter period with which the figures we were given last night means 29 HGV movements per day.

Another application (LU/208/17) has been submitted and approved for other works to be done at the Golf course with a traffic movement of 15 HGV's per day. If both applications were to start at the same time this would equate to 34 HGV movements per day. As part of these proposals it was proposed to widen the emergency/maintenance access. This application includes widening so that HGVs can still enter and egress the site. Swept path diagrams have been provided showing tipper movements; these are very restricted and will need the addition of a banksman to assist the driver getting into the site.

Within the TS it is stated that a CMP will be submitted post planning approval, however the LHA would request that information is provided pre-planning consent that this gives an indication of how deliveries will be managed. Within the application there is no traffic management in place to assist any HGV movement via ferry road, Ropewalk or the narrow West beach road leading to the golf course. This needs to be considered as well as the immediate movements within the vicinity of the site.

In addition given the construction of Ferry Road, the applicant would be required to enter into a Section 59 agreement under the 1980 Highways Act. The LHA would seek confirmation that the applicant is willing to enter into this agreement, this can be added within the CMP. Such an agreement would enable the LHA to recover from the developer the cost of repairing any damage that occurs to the highway as a consequence of the development. The developer should seek early engagement with the WSCC Asset Management team to prepare the s59 agreement should permission be granted.

The LHA has consulted internal consultees in relation to the condition of the bridge on Ferry Road. Having reviewed the condition data the bridge is in a reasonable condition although deformation is noted to both brick barrels. At present we do not believe the deformation is affecting the performance of the bridge although this could change in the future. It is difficult to state whether the number of HGV's proposed would have a negative impact as HGV's currently use the bridge without restriction, therefore the addition of information that a draft CMP will provide should give further clarity on this point.

Conclusion

The LHA would require some additional information on the points stated above prior to making a recommendation on this application.

Jamie Brown
Planning Services

Jamie Brown MCIHT| Planner, County Highways, Planning Services, Economy, Planning, and
Place Directorate
West Sussex County Council | Location: Ground Floor Northleigh, County Hall, Chichester,
PO19 1QT

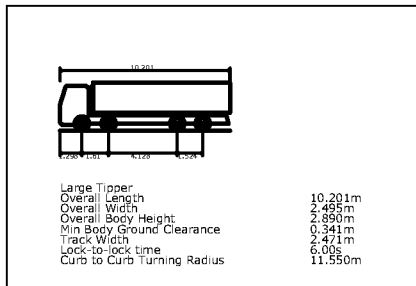
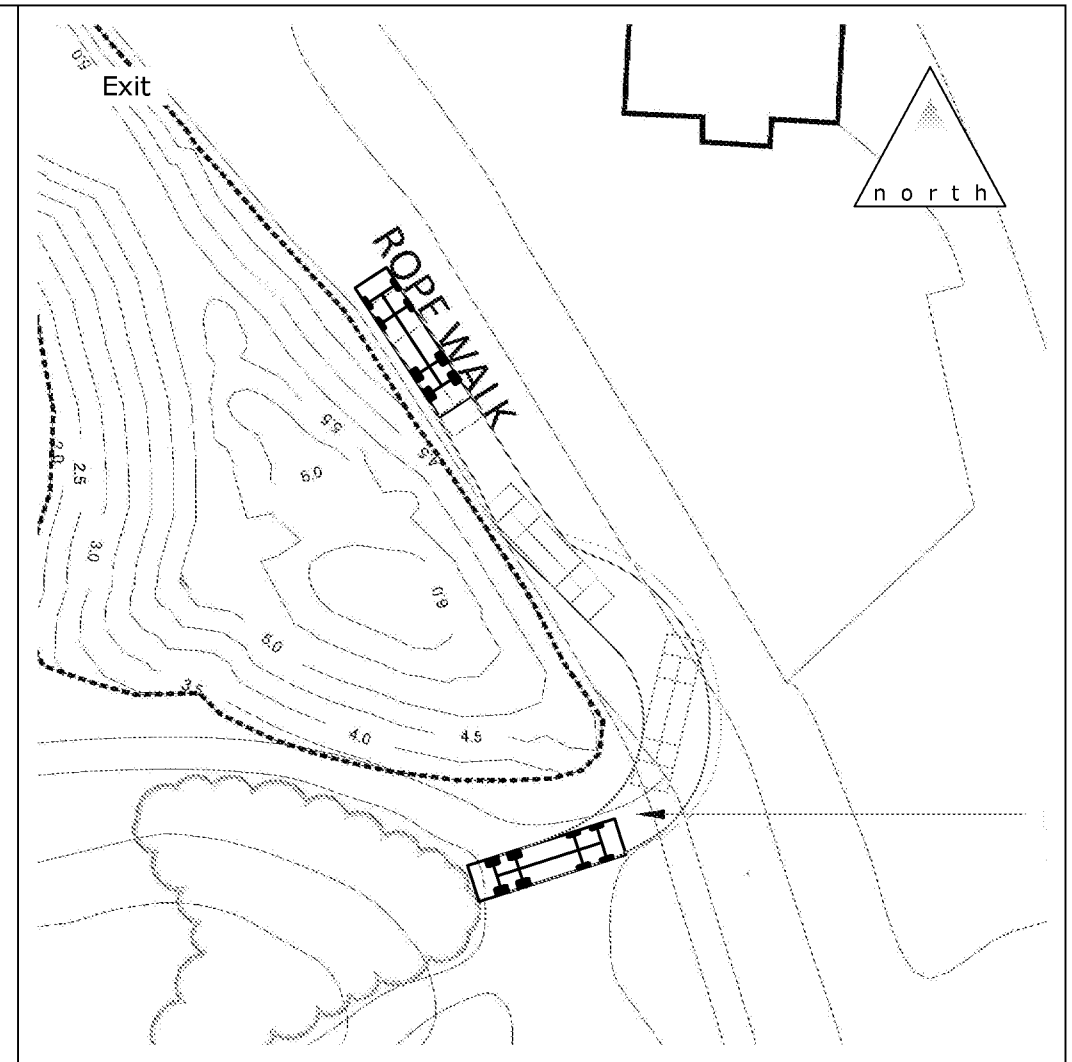
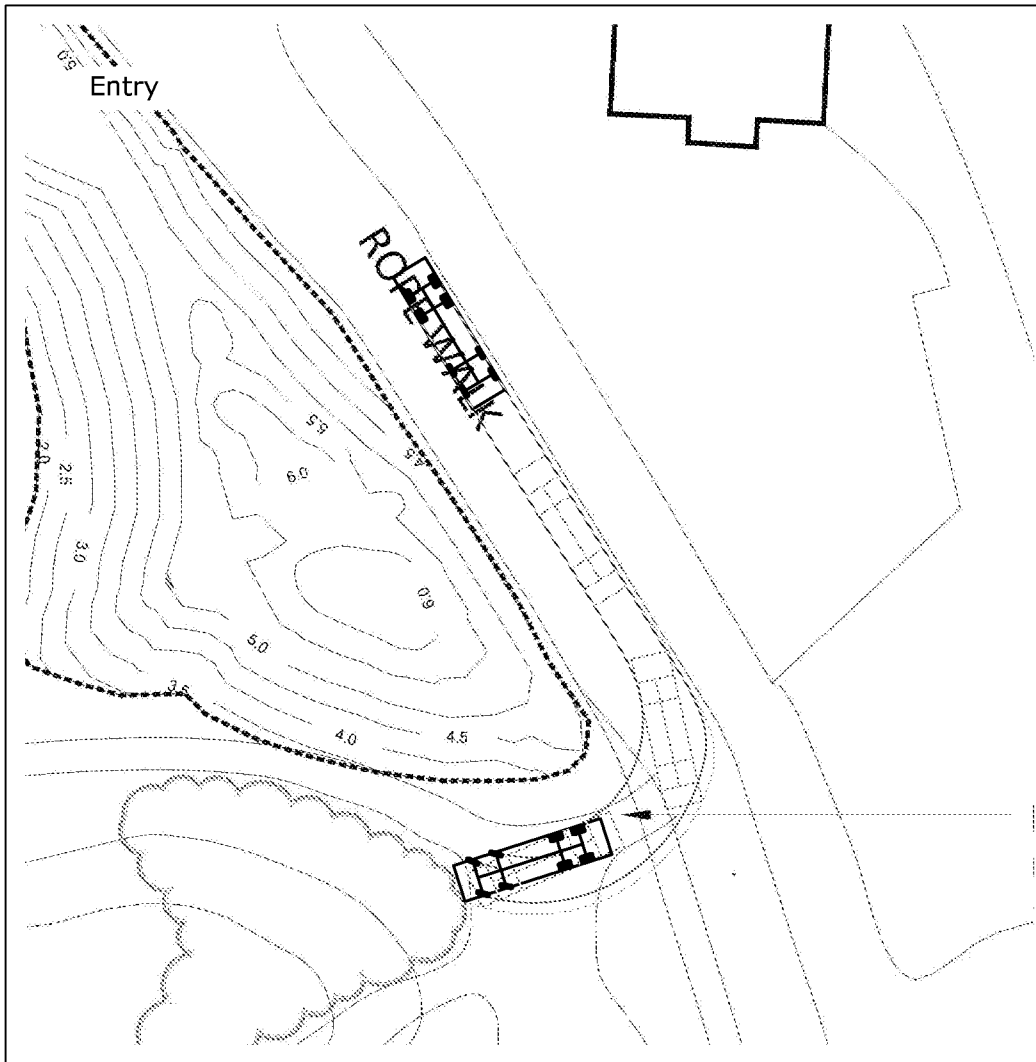


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Appendix B

Swept Path Analysis - Site Access

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motion

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London
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T: 01483 531 300

T: 020 7031 8141

www.motion.co.uk

Project:
Littlehampton Golf Club

Title:
Swept Path Analysis
Large Tipper

Scale: 1:500 (@ A4)

Drawing:
161027-TK01

Revision:

-

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Appendix C

Car Park Area Plan



Appendix D

Tipper Vehicle Photograph

Four Axle Tipper Vehicle



Appendix E

Material Delivery Areas

Material Delivery Areas

