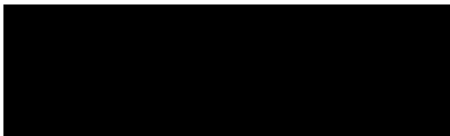


CONSTRUCTION METHOD STATEMENT

HAMPTON PARK LITTLEHAMPTON

**Bovis Homes Ltd.
Southern Region
The Manor House
North Ash Road
New Ash Green
Kent DA3 8HQ**



CONTENTS**PAGE No.**

1. Introduction	1
↳Background	1
↳Objective	2
↳Programme	2
↳Development Description	2
2. Working Hours	2
3. Traffic Management	2
↳Road Cleaning	3
4. Site Strategy	3
↳Compound	3
↳Parking	3
↳Delivery, Loading & unloading of Plant & Materials	4
↳Security	4
↳Site Lighting	4
↳Wheel Washing	4
5. Surface Water Management	5
↳Environmental Plan	5
↳Fuel Spillage	5
6. Noise & Vibration Suppression	5
↳Noise	5
↳Vibration	7
7. Dust Suppression	8/9/10
8. Soil Management	11
9. Considerate Constructor Scheme	11
10. Public Liaison	11
11. Method Statements & Good Practice	12
12. Site Specific Notification Requirements	12
13. Conclusion	12

Appendix

1. Site Strategy Plan
2. Standard Site Compound
3. Environmental Plan
4. Method Statement – Dust Control

(iii)

**Hampton Park
LITTLEHAMPTON**

CONSTRUCTION METHOD STATEMENT

REFERENCES PAGE

Ref:	Title

**Hampton Park
LITTLEHAMPTON**

CONSTRUCTION METHOD STATEMENT

1.0 INTRODUCTION

1.1 Background

The application site is located to the north of Toddington Lane, Littlehampton. The site is part of a 85Ha development site. Bovis' parcel is located in the western end of this site. To the north lies the new Local Centre with further residential and hotel and offices, to the west lies an industrial zone comprising enterprise buildings, office and care home. Immediately to the south lies retained existing dwellings and Toddington Lane whilst to the west a further (future) residential development site. There are two public rights running near/through the larger site however neither of these intersect this application site.

The development has the benefit of Outline Consent (LU/47/11). Conditions 22, 23, 25 and 26 of the permission requires a Construction Method Statement (CMS) for the site and various site protocols to be in place and approved prior to the commencement of the development.

1.2 Objective

The objective of this CMS is to ensure that environmental & management controls are in place during the construction activities associated with this phase of the development and to satisfy the requirements of Planning Conditions:

Condition 22 requires the CMS to consider:

i. the parking of vehicles of site operatives and visitors.

Please see Site Strategy Plan (Appendix 1) indicating parking provision and routes and section 4.2.

ii. loading and unloading of plant and materials;

Please see Site Strategy Plan indicating plant and materials unloading and storage and section 4.3.

iii. storage of plant and materials used in constructing the development;

Please see Site Strategy Plan indicating plant and materials unloading and storage and section 4.3.

iv. the erection and maintenance of security hoarding;

Please see Site Strategy Plan indicating site hoarding and section 4.4.

v. the traffic management to be used by construction vehicles to enter and exit the site;

See Site Strategy Plan and section 3.

vi. measures to control the emission of dust and dirt during construction;

Please see site strategy indicating wheel washing provision and appendix 4 -- Dust Control. Please also see section 3.1 Road Cleaning, 4.6 Wheel washing and 7. Dust suppression.

vii. a scheme for recycling/disposing of waste resulting from demolition and construction works;

The site will be cleared and as such limited demolition/existing waste. Part of the Considerate contractors scheme (section 9) focuses on minimising waste from build and construction activities.

viii. building, engineering and other operations to be carried out only between

the hours of 0800 and 1800 Monday to Friday, 0800 to 1300 Saturdays and

shall not be carried out at any time on Sundays or Public Holidays;

ix. noise and vibration controls.

Please see section 6.0 Noise and Vibration Suppression.

Condition 23 requires the approval of the Construction compound strategy including arrangement for turning, deliveries, parking etc.

Please see attached the Site Strategy Plan, and appendix 2 site compound – also sections 3, 4.1, 4.2, 4.3.

Condition 25 requires approval of a wheel washing strategy:

Please see attached the Site Strategy Plan indicating the wheel washing strategy.

Condition 26 requires the approval of layout specification and construction programme of roads, footpaths and cycleways:

Engineering details submitted under condition 10 include all road construction details. The site strategy indicates the proposed construction programme.

This CMS has been prepared in order to discharge the above planning condition and to ensure there is a common approach by the Developer during the construction phase to minimise any inconvenience to the neighbouring residential areas, businesses etc.

1.3 Programme

Provisional commencement date is May 2016 with a completion programme of 2-3 years.

1.4 Development Description

This development comprises of 117 no residential dwellings with a mixture of 2, 3,& 4 bedroom houses and apartments, and related access routes, parking and landscaping.

The main construction activities are:-

- Excavations
- Sub-structure foundations
- Drainage
- Estate roads
- Public utilities
- Superstructures
- Landscaping

2.0 WORKING HOURS

Working hours on this site are:-

- Monday – Friday 0800 – 1800 hours
- Saturday 0800 – 1300 hours

No works will be permitted outside of these hours, including the collection or deliveries to site or on a Sunday or Bank Holiday without prior consent of the Local Planning Authority (LPA), subject also to any restrictions or requirements they may impose, and local residents being informed in advance of the proposed activities.

3.0 TRAFFIC MANAGEMENT

The 5 units to the south of the site will be accessed directly off Toddington Land and constructed from the rear. The first phase main access/egress to site for construction traffic, deliveries, will be off the existing access road off Toddington Lane. As soon as the boulevard is completed the site setup will be revised to phase 2 strategy (again indicated on the site strategy plan) with construction traffic coming solely off the new boulevard via the east/west site road.

The above phase 2 main access route when constructed will be a public highway to be built serving new customers and all necessary health & safety precautions must be observed to minimise the risks and ensure inconvenience is kept to an absolute minimum. See Site Strategy Plan in Appendix 1 for access positions.

Of paramount importance to relay to subcontractors and delivery companies that the site routing agreement is followed:

All construction and delivery traffic will access from the west and exit to the west. There is to be no construction and delivery traffic on Toddington Lane south of the railway line nor on the crossing itself. As soon as the boulevard is in place site traffic is to come off the phase 2 site access. Single HGV access/exit is only possible at the entrance – priority must be to vehicles entering the site to minimise disturbance to local traffic. The roads are of sufficient width on site to allow HGVs to wait until an HGV entering the site has turned into the site.

The Construction route to the site will be clearly signposted and routing information will be passed directly to all suppliers, contractors etc.

Non-compliance by suppliers and trade contractors with these requirements will lead to the supplier/trade contractor being removed from the site.

Access to completed properties shall be maintained at all times. Sufficient notice shall be given and customers informed of all works and restrictions including health and safety issues as they arise.

The Site Strategy Plan details the traffic movements within the site along with pedestrian routes identified. All construction traffic will be segregated from pedestrian routes and clearly demarked using pedestrian barriers. Traffic management arrangements on site need to be flexible so they can adapt to site needs and local concerns. This plan will be developed/revised as work progresses (live document) including the occupation of completed dwellings as they occur.

The Site Strategy Plan will be clearly displayed on site and all contractors, when appointed, will be made aware of the plan and the key elements in advance of works commencing and also as part of the site induction training.

3.1 Road Cleaning

Throughout the construction period a road vacuum sweeper will be deployed on a daily basis to ensure all on-site and affected off-site roads are kept clean and free from mud and debris (towed sweepers are deemed not adequate). Road gullies to be inspected on a regular basis to avoid the build-up of silt/detritus and where necessary gullies cleaned & connections jetted.

Additional visits will be implemented if the site management team or highway authority (West Sussex County Council) note a build-up of debris/deposits on the public highway.

4.0 SITE STRATEGY

4.1 Site Compound

A site compound will be located as identified on the Site Strategy Plan at Appendix 1 and will include all welfare facilities for the workforce in accordance with Bovis Homes standard arrangements. A Bovis Homes Standard Compound Layout is at Appendix 2.

4.2 Parking

Off street parking of adequate size will be provided to accommodate all site personnel and visitors with the intention that no plant or vehicles shall be parked on the public highway or adjacent estate roads. See Site Strategy Plan in Appendix 1.

Off-street parking provisions are identified on the Site Strategy Plan at Appendix 1. **NB:** This plan will need to be developed/revised as work progresses and will be dependent on construction phasing.

Non-compliance by suppliers or contractors with these requirements will lead to the supplier/contractor being removed from the site.

4.3 Delivery, Loading & Unloading of Plant and Materials

Designated loading and unloading areas will be provided within the development these will be clearly defined both on the site strategy plan (Appendix 1) and on the ground. Sufficient space shall be provided to assist all delivery and construction traffic to be able to turn on site and leave in a forward gear/direction. Banks men will be used for all reverse manoeuvring operations. No loading/unloading will be permitted on the public highway.

To avoid congestion on the local highway network the following will be considered:-

- The setting of specific delivery and collection times.
- A system of 'just in time' deliveries.
- Timed delivery slots.
- Even distribution of deliveries to prevent congestion and waiting of vehicles on the public highway to enter the site.
- Deliveries to be timed during normal working hours only.

Of paramount importance to relay to subcontractors and delivery companies that the site routing agreement is followed:

All construction and delivery traffic will access from the west and exit to the west. There is to be no construction and delivery traffic on Todington Lane south of the railway line nor on the crossing itself.

4.4 Site Security

Bovis Homes will be responsible for the security of their land. This will in the form of 'solid' hoarding or 'Heras' type fencing as identified on the site strategy plan (Appendix 1). No hoarding or Heras fencing will be erected within vehicle or pedestrian visibility zones to maintain sight lines.

4.5 Site Lighting

Consideration will need to be given to the location of any site lighting to minimise the potential impact of light spillage and disturbance to local residents. Where lighting is not required during night hours it is to be switched off. Where lighting is required for security purposes the lights will be fitted with directional hoods and the use of low pressure sodium lamps.

4.6 Wheel Washing

A wheel washing facility will be located as shown on the Site Strategy Plan to ensure all construction vehicles wheels, wheel arches etc. are cleaned before leaving the site. 2 wheel washing points are indicated on the site strategy for the 2 phased site setup.

5.0 SURFACE WATER MANAGEMENT

Site clearance works, topsoil stripping and earthworks operations could lead to possible erosion of the sub-soil by wind and rain and generate dust. These operations have the potential for suspended solids and dissolved materials to affect existing watercourses near to the site.

Groundwater and surface water run-off control during the construction phase will include;

- Groundwater pumping to settlement detention/lagoons to allow natural removal of suspended solids prior to filtration into the sub-soil or pumping into the on-site ditches. These lagoons will need to be maintained on a regular basis.
- Surface water run-off will be intercepted by silt fencing erected. If necessary interceptor ditches/bund will also be provided as a suitable cut-off/barrier mechanism providing storage and act similar to settlement lagoons.
- Conduct all land-disturbing activities in a manner that effectively reduces accelerated soil erosion and reduces sediment movement & deposition off site.
- Schedule construction activities to minimise the total amount of soil exposed at any given time to reduce the period of acceleration soil erosion.
- Establish temporary or permanent cover on areas that have been disturbed as soon as possible after final grading is complete.
- Stabilise the areas of land disturbance with permanent vegetation cover as soon as practicably possible.

5.1 Environmental Plan

An Environmental Plan has been prepared and identifies the surface water drainage points into watercourses or off-site drainage systems so that emergency action can be taken to seal the system should a pollution incident occur. The Site Manager is to ensure this plan is displayed in the site offices and the site management team is aware of the Bovis Homes Environment Contingency Plan Procedures. A copy of the Environmental Plan is at Appendix 3.

5.2 Fuel Spillage

Fuel spillage kits are to be provided and made accessible at all times. Appointed site staff will be trained in its use. The Bovis Homes Environmental Reporting Procedure will be instigated should a fuel spillage occur.

6.0 NOISE & VIBRATION SUPPRESSION

6.1 Noise

Best Practice procedures will be implemented on site to mitigate noise pollution.

Control measures being:-

- Restrict noise levels from the works and any ancillary operations associated with the works to not exceed a Lea of 67bd (A) when measured 3m from the nearest residential boundary during site working hours.
- Switch off engines of plant and vehicles when not in use.
- Select noise suppressed/silenced plant.
- Close doors on generators – switch off when not in use.
- Comply with site working hours.
- Screen noisy activities.
- Radio's not permitted on site.
- All pneumatic percussion tools to be fitted with silencers.

If noise at a sensitive receptor, such as residential/occupied areas are likely to exceed the permitted noise level stated above then the sensitive receptor and Adur District Council must be pre-notified, in writing, at least 5 full working days prior to work commencing with the following information:-

- Site location.
- Duration of site operation, including schedule of operations likely to cause noise and their hours of work.
- Noise characteristics and
- Details of the Site Management Team so that the community feel assured that information is available and the complaints will be handled expeditiously.

6.2 Vibration

Best Practice procedures will be implemented on site to mitigate the level of vibration caused through construction activities. The priority will be to avoid the generation of vibration and where vibration is unavoidable to control vibration at source.

Control measures being:-

- Restrict vibration levels to 0.3mm.s^{-1} max as set out in BS5228-2:2009

The two construction activities that have the potential to cause disturbance and nuisance to sensitive receptors are piling and vibrating compaction rollers during the initial road construction and the placement of fill materials for the raising of ground levels where necessary.

Vibration levels which have the potential to cause damage will not be tolerated.

The development is relatively remote from existing residential areas and is considered that vibration should not be present a major issue (nearest property approx. 40m). It is anticipated that by achieving the vibration levels above would not cause vibration disturbance at neighbouring properties.

If vibration at a sensitive receptor, such as a residential property, is considered likely to exceed the above referred level, the sensitive receptor and Eastleigh Borough Council must be pre-notified, in writing, at least 5 full working days prior to work commencing, with the following information:

- Site Location – the location of a site in relation to the sensitive receptor
- Duration of site operations, including schedule of operations likely to cause vibration and their hours of work
- Vibration characteristics – e.g. whether it is continuous, intermittent or impulsive

- Effect on buildings – it is important to assure the community that vibration levels will not cause building damage
- Details of site operator community liaison – so that the community feel assured that information is available and that complaints will be handled expeditiously

In the event that complaints are received from neighbouring properties with respect to vibration, it will necessary to carry out monitoring at the property in order to demonstrate that vibration levels are below the maximum level of vibration referred to above.

7.0 DUST SUPPRESSION

Control measures proposed:-

- Damping down traffic routes, storage areas etc.
- Earliest implementation of hard surface areas to ease cleaning.
- Regular cleaning by brushing.
- Stockpiles of dusty materials to be covered or wetted to prevent dust blow.
- Vehicles carrying waste material off-site to be sheeted if there is a risk of dust blow.
- Provision of wheel washing facilities.
- Burning of waste material not permitted on-site.

A copy of the Bovis Homes Method Statement for the control of dust is at Appendix 4. This Method Statement will be issued to the relevant Groundwork's Contractor and a copy will be kept in the Construction Phase Health & Safety Plan. Site Induction training for all site personnel will also include reference to dust control.

In addition the following measures will be adhered:

Communications:

- Develop and implement a stakeholder communications plan that includes Community engagement as work commences on site. A note will be prepared and submitted to properties adjoining the site including the site managers contact details.
- Display the name and contact details of person(s) accountable for air quality and Dust issues on the site boundary. This may be the environment manager/engineer or the site manager.
- Display the head or regional office contact information.

Site management:

- Record all dust and air quality complaints, identify cause(s), take appropriate measures to reduce emissions in a timely manner, and record the measures taken.
- Make the complaints log available to the local authority when asked.
- Record any exceptional incidents that cause dust and/or air emissions, either on or off site, and the action taken to resolve the situation in the log book.
- Hold regular liaison meetings with other high risk construction sites within 500m of the site boundary, to ensure plans are co-ordinated and dust and particulate matter emissions are minimised. It is important to understand the interactions of the off-site transport deliveries which might be using the same strategic road network routes.

Monitoring:

- Undertake daily on-site and off-site inspection, where receptors (including roads) are nearby, to monitor dust, record inspection results, and make the log available to the local authority when asked. This should include regular dust soiling checks

of surfaces such as street furniture, cars and window sills within 100m of site boundary, with cleaning to be provided if necessary.

- Carry out regular site inspections to monitor compliance with the CEMP, record inspection results, and make an inspection log available to the local authority when asked.
- Increase the frequency of site inspections by the person accountable for air quality and dust issues on site when activities with a high potential to produce dust are being carried out and during prolonged dry or windy conditions.

Preparing and maintaining the site:

- Plan site layout so that machinery and dust causing activities are located away from receptors, as far as is possible.
- Erect solid screens or barriers around dusty activities or the site boundary that are at least as high as any stockpiles on site.
- Fully enclose site or specific operations where there is a high potential for dust production and the site is active for an extensive period.
- Avoid site runoff of water or mud.
- Keep site fencing, barriers and scaffolding clean using wet methods.
- Remove materials that have a potential to produce dust from site as soon as possible, unless being re-used on site. If they are being re-used on-site cover as described below.
- Cover, seed or fence stockpiles to prevent wind whipping.

Operating vehicle/machinery and sustainable travel:

- Ensure all vehicles switch off engines when stationary - no idling vehicles.
- Avoid the use of diesel or petrol powered generators and use mains electricity or battery powered equipment, where practicable.
- Impose and signpost a maximum-speed-limit of 15mph on surfaced and 10mph on unsurfaced haul roads and work areas (if long haul routes are required these speeds may be increased with suitable additional control measures provided, subject to the approval of the nominated undertaker and with the agreement of the local authority, where appropriate).
- Produce a Construction Logistics Plan to manage the sustainable delivery of goods and materials.
- Implement a Travel Plan that supports and encourages sustainable travel (public transport, cycling, walking, and car-sharing).

Operations:

- Only use cutting, grinding or sawing equipment fitted or in conjunction with suitable dust suppression techniques such as water sprays or local extraction e.g. suitable local exhaust ventilation systems.
- Ensure an adequate water supply on the site for effective dust/particulate matter suppression/mitigation, using non-potable water where possible and appropriate.
- Use enclosed chutes and conveyors and covered skips.
- Minimise drop heights from conveyors, loading shovels, hoppers and other loading or handling equipment and use fine water sprays on such equipment wherever appropriate.
- Ensure equipment is readily available on site to clean any dry spillages, and clean up spillages as soon as reasonably practicable after the event using wet cleaning methods.

Waste management:

- Avoid bonfires and burning of waste materials.

As the site is classed as High Risk for Earthworks the following mitigation measures are highly recommended:

- Re-vegetate earthworks and exposed areas/soil stockpiles to stabilise surfaces as soon as practicable.
- Use Hessian, mulches or trackifiers where it is not possible to re-vegetate or cover with topsoil, as soon as practicable.
- Only remove the cover in small areas during work and not all at once.

As the site is classed as Medium Risk for Construction the following mitigation measure is highly recommended:

- Ensure sand and other aggregates are stored in bunded areas and are not allowed to dry out, unless this is required for a particular process, in which case ensure that appropriate additional control measures are in place.

Additionally, as the site is classed as Medium Risk for Construction the following mitigation measures are desirable:

- Avoid scabbling (roughening of concrete surfaces) if possible.
- Ensure bulk cement and other fine powder materials are delivered in enclosed tankers and stored in silos with suitable emission control systems to prevent escape of material and overfilling during delivery.
- For smaller supplies of fine power materials ensure bags are sealed after use and stored appropriately to prevent dust.

As the site is classed as Low Risk for Trackout the following mitigation measures are desirable:

- Use water-assisted dust sweeper(s) on the access and local roads, to remove, as necessary, any material tracked out of the site. This may require the sweeper being continuously in use.
- Avoid dry sweeping of large areas.
- Ensure vehicles entering and leaving sites are covered to prevent escape of materials during transport.
- Record all inspections of haul routes and any subsequent action in a site log book.
- Implement a wheel washing system (with rumble grids to dislodge accumulated dust and mud prior to leaving the site where reasonably practicable).
- Wheel washing areas are to be provided along with a mobile power washer (including suitable sized water tank). The wheel washing area is to be hard paved with drainage gully connections to a silt settlement tank prior to discharging into any drainage system or watercourse. The settlement tank is to be cleared out on a regular basis and the silt disposed as directed by the site management team.
- A mechanical vacuum sweeper is to be available throughout the duration of the construction works to ensure that all on-site and affected off-site roads are kept clean and free from mud and debris at all times (towed sweepers are deemed not appropriate).
- A water bowser is to be provided during dry weather conditions for the dampening down of dusty surfaces when necessary to reduce the impact of airborne dust.

8.0 SOIL MANAGEMENT

Initially all topsoil and sub-soil arising's will be retained on site for re-use in the raising of ground levels to accommodate the proposed finished levels. At this initial stage in the development no sub-soil arising's will need to leave site and will be retained and stockpiled for the future build. Any surplus material will only be disposed of off-site once the site is near to completion.

Temporary stockpiles to be restricted to 2.0m high max.

9.0 CONSIDERATE CONSTRUCTOR SCHEME

This site will be registered under the Considerate Constructor Scheme (CCS). This sets out specific criteria to follow in terms of environmental awareness, noise, local residents and other considerations. Also during the course of the construction an inspector from the Considerate Constructor Scheme may visit the site to ensure the principles of the scheme are being adhered to.

This scheme provides for all such registered sites to follow its Code of Practice, the broad principles of which are:-

- Considerate – Work to be carried out with consideration to the public, businesses, site personnel and visitors.
- Environmentally Conscious – Noise to be kept to a minimum with attention to waste management and pollution.
- Cleanliness – Site to be kept clean and in good order.
- Good Neighbour – Good communication links with neighbours.
- Safe – All working practices to be carried out with care and consideration.
- Responsible – Everyone on site complies with the code.
- Accountable – Site contact details to be easily accessed.

As a registered member of the scheme, posters will be displayed around the site setting out the Code to which the constructors are committed. The name and telephone number of the Site Manager is clearly displayed on the posters, along with the free phone number of the Scheme Administration Office.

The aim of the scheme is to encourage constructors to undertake their operations and activities in such a way that a higher than satisfactory level of performance is achieved. The scheme provides an additional mechanism for all variety of complaints to be submitted, recorded and passed on to the Site Manager.

10.0 PUBLIC LIAISON

The Site Manager is the contact point to deal with all environmental and construction issues, and emergencies on site. Contact information will be displayed at the site entrance and at prominent points around the site perimeter.

Any complaints which concern any aspect of the site operations will be recorded and investigated. A Complaints Register will be maintained and will detail the nature of the complaint, the complainant, the date, actions taken as a result of the investigation and complainant informed. The Complaints Register will be available for inspection by Council upon request.

11.0 METHOD STATEMENTS & GOOD PRACTICE

Method Statements are a working document and will be amended/enhanced should circumstances change on site.

CIRIA publication C650 – Environmental Good Practice – contains a series of on-site checklists and tool box talks providing key advice for the Site Management Team.

The site management team will be responsible to ensure all contractors to comply with and instigate the recommendations made within this CMS.

13.0 CONCLUSION

This CMS has demonstrated that:

- Construction is a temporary, but an essential activity associated with all developments, and therefore extensive preventative measures will be put in place to control construction and to minimise the inconvenience to neighbouring residential areas, business etc.
- Impacts associated with construction traffic will be kept to an absolute minimum and due diligence will be used.
- It is acknowledged that small variations to the CMS may be necessary as development progresses and may have to be subject to appropriate alterations due to ongoing developments on the ground. This can be addressed through an “open book approach”, for the full benefit of the LPA and local residents.
- Bovis Homes commitment to this CMS demonstrates consideration, structure and robustness to the process. The flexibility of the CMS provides the ability to deal proactively during the construction process through an efficient, well-managed regime to the benefit of all parties involved.

24 March 2016

Hampton Park LITTLEHAMPTON

CONSTRUCTION METHOD STATEMENT

APPENDIX 1

SITE STRATEGY PLAN RVA

Hampton Park LITTLEHAMPTON

CONSTRUCTION METHOD STATEMENT

APPENDIX 2

STANDARD COMPOUND LAYOUT

Hampton Park LITTLEHAMPTON

CONSTRUCTION METHOD STATEMENT

APPENDIX 3

ENVIRONMENTAL PLAN

Hampton Park LITTLEHAMPTON

CONSTRUCTION METHOD STATEMENT

APPENDIX 4

METHOD STATEMENT – DUST CONTROL