

EASTLEIGH BOROUGH COUNCIL

CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN (CEMP)

A guideline for Small Sites

Document control				
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Objective

This document has been produced by Eastleigh Borough Council Pollution Team to provide a guideline for developers in relation to the standard requirements that should be included in the Construction Environmental Management Plan (CEMP), to address how potentially adverse impacts to neighbouring dwellings and the environment will be prevented, minimised or mitigated on small construction sites (up to 10 dwellings).

Some Relevant Legislation, Standards and Guidance

- Environmental protection Act (1990)
- Control of Pollution Act (1974)
- National Planning Policy Framework (2023)
- Noise Policy Statement for England (2010)
- Planning Practice Guidance
- Local Plan 2016-2036 Eastleigh Borough Council – DM1 and DM8
- BS 5228:2009+A1:2014 'Code of Practice for Construction and Open Sites'
- Definition of waste: Code of Practice (DoWCoP)
- Institute of Air Quality Management's (IAQM, 2014). Guidance on the Assessment of dust from demolition and construction.
- Design Manual for Roads and Bridges (DMRB).
- Royal Borough of Greenwich. Code of Practice for Small Scale Building Sites.
- Royal Borough of Greenwich. Noise from Small Scale Building Works.
- Fenland District Council. Construction Environmental Management Plan. A Template for Development sites.
- The London Authorities Noise Action Forum (2016). London Good Practice Guide: Noise & Vibration Control for Demolition and Construction.

What a CEMP should include?

The suggested structure of the CEMP report is divided into 5 sections as detailed below:

1. INTRODUCTION

Please include a brief introduction with site details, such as:

1.1. Site address

Please provide the exact location of the site (address and postcode), along with a location plan.

1.2. Site description

Please provide a brief description of the site (such as any existing structures/ current uses, boundaries), and include any site-specific constraints such as sensitive receptors (residential dwellings, schools, water bodies, protected areas such as Air Quality Management Areas, TPOs, SSSI, SPA, Ramsar, hedgerows, potential wildlife habitat and priority habitat (such as woodlands), SINC and watercourses (separate from water bodies), etc).

1.3. Proposed development

Please provide a brief description of the proposed development, including a proposed development plan.

1.4. Planning reference (optional)

If the CEMP is provided to support a planning application, please provide the planning reference number, and/or any condition to which is intended to satisfy.

2. SITE OPERATIONS

Please include general site operation activities, including:

2.1. Working Hours

Please clearly state working hours for any demolition and construction works, see paragraph below for reference:

*08:00 to 18:00 hours Monday to Friday,
09:00 to 13:00 hours on Saturdays,
No works at all on Sundays or Bank Holidays.*

Where it is necessary for work to be carried out outside normal working hours, contractors will be required to demonstrate and justify the need to do so at least ten days in advance to the LPA, and contact the possibly affected receptors (residential dwellings, commercial/ public premises, etc) to let them know the details of the out of hours works, along with any mitigation measures to reduce the impact to neighbourhood.

Work outside of normal hours will only be permitted in exceptional circumstances.

2.2. Delivery/ waste collection hours

Please clearly state proposed times for deliveries/ waste collection. See paragraph below for reference:

It is expected that all deliveries and waste collections will be taking place within the working hours stated above. Special timings need to be considered if the site is within sensible areas (i.e. schools: no deliveries/ waste collection between drop off/ pick up times 08.30 to 09.15 and 14.45 to 15.30) to cause minimal disturbance to the neighbourhood.

Where it is necessary for deliveries/ collections to be carried out outside normal working hours contractors will be required to contact LPA and possibly affected receptors (residential dwellings, commercial/ public premises, etc) at least ten working days prior the activity.

2.3. General safety

Some developers include details on Health & Safety within the CEMP, this is not mandatory, but sometimes useful information can be found in terms of prevention of nuisance; for instance: appropriate use of PPE, designated areas for smoking only, use of radio/ stereos not permitted on site, fire prevention, etc.

3. SITE MANAGEMENT

Please include site management details detailed below:

3.1. Site personnel

Please provide up-to -date details of the site manager or person responsible for compliance with CEMP before commencement of works (including contact name and a telephone number to be used within and outside normal working hours).

3.2. Site layout

Please provide a site layout plan, showing location of: site access/ egress for plant, machinery, staff and visitors; site compound/ welfare arrangements; parking areas for staff/ visitors; pedestrian routes; delivery areas (including loading/ unloading areas); storage areas (including raw material, construction/ demolition arisings, COSHH, waste, etc); and information about disposal of wastewater (such as concrete washout).

3.3. Security

Please include any site security details (if applicable) such as site hoarding, site access controls, alarms, protection of pedestrians/ cycling routes (if applicable), etc.

3.4. Site programme

A programme and phasing of demolition (if any) and construction works.

3.5. Communications and complaints procedures

Liaison between contractors, members of public and LPA is fundamental. CEMP should include details on how contractor will communicate what/where/when construction activities are happening, what impacts are expected, what mitigation

methods are in place and what public can do if they have concerns. It is good practice to provide advance notice for specific works (such as demolition or night works) to sensible receptors.

CEMP should also include details on how the contractor will address any complaints received, see suggested text below:

When a complaint about nuisance or adverse impacts to amenity is received, then that is to be appropriately investigated; and a commitment to remedial actions, if determined to be necessary, being in placed promptly. Good site records shall be kept of regular monitoring and audit of the works, complaints received, and remedial actions implemented in respect of these. These records shall be made available to Council upon reasonable request such when visiting the site to investigate a complaint stemming from pollution.

4. DEMOLITION WORKS (if applicable)

4.1. Details of demolition works

Please provide details of any demolition activities are to be undertaken.

5. ENVIRONMENTAL PROTECTION

The Environmental Protection section is the core section of the CEMP. It establishes the measures to be taken in order to prevent, minimize or mitigate any adverse impacts to the environment resulting from demolition/ construction activities. Typically, this section includes:

5.1. Noise and Vibration Control

Contractors should demonstrate that all construction/ demolition activities will be undertaken in a manner that Best Practicable Means, as defined in Section 72 of the Control of Pollution Act 1974, are being adopted at all times, in order to minimise noise and vibration, including identification of potential noise/ vibration sources and any mitigation measures to be put in place to avoid nuisance to neighbouring properties or site users.

Referring to Section 61 of Control of Pollution Act 1974, contractors should provide details of the works to be completed, the method by which the works will be completed and the proposed process to minimise noise resulting from the works.

The CEMP should, therefore, contain information on:

- Plant and equipment to be used during construction works (i.e. excavators, hydraulic breakers, cranes, powered tools, generators, compressors, etc), correctly maintained and suitable for the intended purpose. The selection of quieter plant and equipment is a way of controlling the noise/ vibration from the source.
- Describe activities potentially causing noise/ vibration issues (i.e. piling, demolition works).

- Any specific measures to control noise/ vibration (i.e. noise barriers or screens, monitor protocols, inspection and maintenance schedules)
- Complaint procedures, including implementation of corrective actions.

5.2. Mud prevention

Please provide details on how public highways will be kept free from mud arising from construction activities, i.e. use of wheel washing facilities, road sweepers, etc.

5.3. Dust management / Air Quality

Please provide details of specific dust mitigation measures proposed for the operations/ activities to be carried out during demolition/ construction works (including details on how dust will be managed during dry periods).

All mobile machinery should be appropriately maintained and should be turned off if not in use.

Air quality and dust occupational exposure standards should be considered to minimise construction worker exposure.

Records of any complaints from the public should be kept, along with any remedial actions implemented in respect of these. These records shall be made available to Council upon reasonable request.

5.4. Safeguards to avoid pollution on surface waters (if applicable)

Please include considerations on sediments management (including soils, mud, clay, silt and sand) from the erosion of exposed soils by surface water runoff that can potentially affect nearby surface water features. The location and specification of any sediment barriers must be shown on the plan.

5.5. Waste management

Please include details of waste management, see text below for reference:

Waste materials from construction should be disposed of to an appropriate facility by a registered waste carrier. Records of any waste transfer material should be kept and provided to the LPA if required.

Any contaminated waste (including hazardous waste) should be adequately secured to prevent unnecessary and unsightly dispersal around the site and public areas, until its disposal off-site.

If any material is to be re-use on site, this should be done in accordance with DoWCoP guidelines.

No fires are allowed on site.

5.6. Managing materials and site storage

Please provide details of material management and site storage for the development site (previously identified in Section 3.2) to ensure that stored materials, substances and equipment do not cause a nuisance to nearby receptors (residential dwellings, commercial/ public premises, etc).

Potential contaminative substances, such as oils, should be adequately secured to prevent unnecessary and unsightly dispersal around the site and public areas. A procedure for oil spillages caused by refuelling/ oil leaking etc, should be included in the CEMP (if applicable). This usually includes standard prevention procedures should be put in place such as: visual inspection of any faults within machinery/ equipment, provide a designated refuelling area, make sure that spill kits are kept on site in a suitable location, procedure in the event of a spillage incident (notify to duty manager, use spill kits to soak contaminants on the ground, dispose of the contaminated materials appropriately, etc.)

5.7. Temporary artificial lighting

Please include details on sensitive use of artificial lighting (if applicable) to avoid nuisance to neighbouring properties and disturbance to wildlife (such as bats, etc). See text below for reference:

Any external lighting shall be sensitively located so as to avoid nuisance to neighbouring properties or adjacent identified wildlife habitats and should only provide the necessary luminance for the relevant task(s).

5.8. Ecology

Please include any considerations to prevent, minimize or mitigate the impact of the construction/ demolition works on designated sites, protected species or wildlife habitats. Precautionary working method statements and reasonable avoidance methods should be included in this section.

What happen after CEMP is submitted to the LPA?

Most CEMPs will need to be submitted prior commencement of works to satisfy planning conditions. Once the CEMP is submitted, the LPA would review it and determine whether the documents satisfies the requirements or further information/ clarification needs to be provided. Once the LPA is satisfied with the submitted CEMP, the LPA will approve the CEMP and reply in writing to the applicant.

In the event of a contractor failing to comply with the agreed CEMP, the LPA can enforce them by issuing a breach of planning condition notice. In addition, the LPA have the power of serving Notice under Section 60 of the Control of Pollution Act 1974 and other statutory controls, such as the nuisance provisions contained in the Environmental Protection Act 1990, as appropriate.

However, the LPA will initially seek to collaborate with developers and contractors to ensure compliance with any planning conditions and address any issues before taking any further action. It is important to note that the CEMP is a live document and can be updated throughout the construction stage. Ongoing communication between developers, contractors and LPA is essential to prevent any nuisance or breaches of conditions.