

Construction Environmental Management Plan (CEMP)

**PROPOSED NEW MULTI-USE GAMES AREA (MUGA) WITH 4
FLOODLIGHTING COLUMNS AND RELOCATION AND
ENHANCEMENT OF THE EXISTING PLAYGROUND AND NEW
PUBLIC CAR PARK WITH 14 SPACES**

at

**COPTHORNE RECREATION GROUND, COPTHORNE BANK,
WEST SUSSEX, RH10 3RE**



Prepared on behalf of

WORTH PARISH COUNCIL

1: Introduction:

Planning Permission was granted on 20th August 2024 by Mid Sussex District Council under reference DM/23/2251 for a new multi-use games area (MUGA) with 4 floodlighting columns and relocation and enhancement of the existing playground and new public car park with 14 spaces at Copthorne Recreation Ground, Copthorne Bank, West Sussex, RH10 3RE.

Condition 7 of DM/23/2251 states that:

Prior to the commencement of the development a Construction Environmental Management Plan (CEMP) shall be submitted to and approved in writing by the Local Planning Authority. The Construction Environmental Management Plan shall include amongst other matters details of: measures to control noise or vibration affecting nearby residents; artificial illumination; dust control measures; pollution incident control and site contact details in case of complaints. The construction work shall thereafter be carried out at all times in accordance with the approved Construction Environmental Management Plan, unless any variations are otherwise first submitted to and approved in writing by the Local Planning Authority.

Reason: To protect the amenity of local residents from noise and dust emissions during construction and to accord with Policies DP26 and DP29 of the Mid Sussex District Plan.

This Construction Environmental Management Plan (CEMP) has been prepared to enable Condition 7 to be discharged and facilitate the delivery of the scheme in safe and considerate manner. It sets out how environmental risks will be controlled and monitored during enabling works, civil engineering works, MUGA construction and play equipment installation. It integrates other relevant issues that regulate construction impacts (working hours, deliveries, landscaping/tree protection).

2: Project Roles & Contacts

Client: **Worth Parish Council**
1st Floor, The Parish Hub
Borers Arms Road
Copthorne
West Sussex
RH10 3ZQ
Tel: 01342 713407

Contact: Leanne Bannister (Clerk)
clerk@worth-pc.gov.uk
Gill Kearney (Assistant Clerk – Projects)
projects@worth-pc.gov

Project Manager:

PBA Planning
Mereworth
Shipley Bridge Lane
Copthorne
West Sussex
RH10 3JL
Tel: 01342 712775

Contact:

Paul Budgen
paul@pba-planning.co.uk

CDM Principal Designer:

PBA Planning
Mereworth
Shipley Bridge Lane
Copthorne
West Sussex
RH10 3JL
Tel: 01342 712775

Contact:

Paul Budgen
paul@pba-planning.co.uk

CDM Principal Contractors:

Warwick Landscaping [Civil Engineering]
18-20 Redhill Aerodrome Business Centre
Redhill
RH1 5JZ
Tel: 01737 762863

Contact:

Charlie Merritt (Managing Director)
charlie@warwicklandscaping.co.uk

ETC Sports Surfaces Ltd [MUGA Construction]

Unit 3
Bellcroft
Eastways Industrial Estate
Witham
Essex
CM8 3YU
Tel: 01621 85 86 86

Contact:

Nick Drake (Sales & Project Manager)
ndrake@etcsports.co.uk

Proludic Ltd [Play Equipment Installer]

The Play Hub
Bradmore Business Park
Loughborough Road
Bunny
Nottinghamshire
NG11 6QA

Contact: Tim Bird (Senior Area Manager, South-East)
tbird@proludic.co.uk

3. Emergency Contacts & Complaints

The Client and Project Manager are committed to delivering the project safely and responsibly, with considerate working practices maintained at all times. However, in the event that issues arise, concerns are raised by members of the public, or an emergency situation occurs, the following escalation hierarchy shall be followed:

Project Manager

Responsible for immediate response to incidents, receiving initial complaints and project-wide safety issues.

PBA Planning: Tel: 01342 712775
Contact: Paul Budgen
paul@pba-planning.co.uk

Client

Alternative contact or escalation point for serious incidents, unresolved complaints or matters requiring client direction or intervention.

Worth Parish Council Tel: 01342 713407
Contact: Leanne Bannister (Clerk)
clerk@worth-pc.gov.uk
Gill Kearney (Assistant Clerk – Projects)
projects@worth-pc.gov

Emergency Services

In the event of any situation posing immediate risk to life, health or property, emergency services shall be contacted without delay.

Clear contact details for each of the above roles will be displayed on site hoardings. Any complaints will be logged, investigated promptly, and responded to within an appropriate timeframe.

Location description

The site address is:

Copthorne Recreation Ground, Copthorne Bank, Copthorne, West Sussex, RH10 3JQ

It can be described as being adjacent to Copthorne Village Hall or on the north side of Copthorne Bank opposite the junction with Church Road. Alternatively, the following what3words reference can be given:

relax.grin.defend

Defibrillation:

A defibrillator is publicly available within approximately 200m of the site at:

The Parish Hub, Borers Arms Road, Copthorne, RH10 3ZQ

The Parish Hub can be found on the south side of the junction of Borers Arms Road with Copthorne Bank or with the following what3words reference:

assist.track.slide

4. Planning Conditions addressed by this CEMP

Planning conditions on DM/23/2251 that are relevant to this CEMP which the respective contractors will need to have regard to are as follows:

Condition 5:

No development shall commence unless and until there has been submitted to and approved in writing by the Local Planning Authority full details of both hard and soft landscaping, which shall include indications of all existing trees and hedgerows on the land, and details of those to be retained, together with measures for their protection in the course of development, plus details of replacement tree and hedgerow planting, which should comprise native species (size, species, maintenance and aftercare (planting, support and feeding)), and these works shall be carried out as approved. The works shall be carried out in accordance with the submitted AIA, AMS and TPP and prior to first use of any part of the development or in accordance with the programme agreed with the Local Planning Authority. Any trees or plants which, within a period of 5 years from the completion of the development die, are removed or become seriously damaged or diseased, shall be replaced in the next planting season with others of similar size and species unless the Local Planning Authority gives written consent to any variation.

Reason: In the interests of visual amenity and of the environment of the development and to accord with Policies DP26 and DP37 of the Mid Sussex District Plan.

A Tree Retention Plan prepared by PJC (ref. PJC/6393/24/B) dated 27th March 2024 illustrates that all of the existing trees and hedgerows will be retained other than T5 and

two sections of adjacent hedgerow which need to be removed to form the entrance to the car park. The report also includes a Tree Protection Plan (ref. PJC/6393/24/D) dated 27th March 2024.

Condition 8:

No work for the implementation of the development hereby permitted shall be undertaken on the site on Sundays or Bank/Public Holidays or at any time other than between the hours 8am and 6pm on Mondays to Fridays and between 9am and 1pm Saturdays.

Reason: To safeguard the amenities of nearby residents and to accord with Policies DP26 and DP29 of the Mid Sussex District Plan.

Condition 9:

Deliveries or collection of plant, equipment or materials for use during the construction phase shall be limited to the following times:

Monday to Friday: 08:00 - 18:00 hrs;

Saturday: 09:00 - 13:00 hrs

Sunday and Public/Bank holidays: None permitted

Reason: To protect the amenity of local residents and to accord with Policies DP26 and DP29 of the Mid Sussex District Plan.

Accordingly, to comply with both Condition 8 and Condition 9 no work or deliveries of any kind will be permitted outside of the hours of 8am to 6pm Mondays to Fridays and 9am to 1pm on Saturdays with no activity on Sundays or Bank Holidays.

Additionally, the contractors will be expected to, as far as is reasonably possible, avoid contractors or delivery vehicles parking in the vicinity of the site prior to the start of the working day. Wherever possible deliveries should be scheduled outside of pick-up and drop-off times for the Peter Pan Pre-School immediately adjacent to the site.

5. Scope, Possession Strategy & Phasing

Arboriculture [TBC]

1. Removal of tree at new entrance onto Copthorne Bank.

This will be carried out by a arboricultural contractor in advance of the main construction phase.

Temporary fencing [Client]

1. Erect temporary fence panels to secure entrance onto Copthorne Bank, side gate by social club and footpath from Roffey Close.

Civils Package [Warwick Landscaping]

1. Construct new access onto Copthorne Bank including all offsite work required in the publicly maintainable highway.
2. Construct carpark.
3. Construct SUDS soakaway in accordance with Pluviam design.
4. Construct paved area.
5. Construct playground base.
6. Construct paths.
7. Hard and soft landscaping.
8. Install knee rail fencing.
9. Install vehicle height restrictor.
10. Install benches and litter bins.
11. Plant replacement trees and hedgerows.
12. Reinstatement of grass areas.

This phase will be carried out with the contractor having sole possession of the site

MUGA [ETC]

1. Construct MUGA in accordance with terms of current contract agreed in principle with ETC.
2. Erect acoustic fence.
3. Install smart gate

Playground Installation [Proludic]

1. Install play equipment and safety surfacing.

It is potentially possible to allow joint possession of the site for the MUGA and Playground Installation contractors which would reduce the overall construction phase. A decision will be made on this as the project program evolves and the respective contractors prepare their own Construction Phase Plans and programs.

It will be necessary to integrate access for UKPN into the program to install a three-phase electrical supply and the Clients appointed CCTV contractor to install CCTV.

6. Risks & Control Measures

The site is in a sensitive location in the centre of Copthorne on a busy section of Copthorne Bank where the following receptors could be impacted by safety and environmental risks:

1. Site operatives.
2. Utility operatives.
3. Site visitors.
4. Members of the public.

5. Peter Pan Pre-School staff and children using the Village Hall and outside play area within the recreation ground. Activities with a high risk of creating noise or dust must be scheduled outside of outdoor play periods.
6. Village Hall and Social Club members.
7. Adjacent residents.

Each contractor will be required to have regard to this CEMP in the preparation of a Construction Phase Plan and give consideration to incorporating the following measures in their plan as appropriate for approval by the Project Manager:

6.1 Noise & Vibration

1. Comply with working hours and delivery windows.
2. Use low-noise plant and switch off when idle.
3. Site plant away from receptors.
4. Sequence works to minimise cumulative noise/vibration and avoid percussive breaking where practicable.
5. Toolbox talks and rapid complaints response (see Section 3)

6.2 Dust & Air Quality

1. Damping and suppression for cutting/grinding/excavation.
2. Cover or damp stockpiles.
3. Wheel washing and hardstanding.
4. Sheeted loads and keep haul routes clean.
5. No burning on site.
6. Pause high-risk activities during high winds.

6.3 Water Management & Pollution Prevention

1. No discharge to surface/ground without consent.
2. Use silt control (silt fence/settlement).
3. Designated refuelling with drip trays.
4. Bund fuels/chemicals
5. COSHH information must be available.
6. Spill kits at risk areas.
7. Immediate pollution containment and notification.

6.4 Construction Lighting

1. Task-focused low-spill lighting to be used only if required.
2. Avoid light spill to residential boundaries.
3. Aim lighting to minimise glare/sky glow.
4. Switch off when not required.

6.5 Traffic, Access & Deliveries

1. Traffic Management Plan with designated routes, safe access arrangements, signage, pedestrian separation and control of contractor parking.

2. Use banksmen for reversing.
3. Avoid reversing onto Copthorne Bank unless absolutely essential.
4. Avoid vehicles queuing on Copthorne Bank.
5. Construct/maintain safe access and visibility splays (2.4m x 43m) at earliest point possible.

6.6 Trees, Hedgerows & Ecology

1. Install tree/hedge protection as per AIA/AMS/TPP before works and maintain throughout.
2. Closely supervise works in RPAs.
3. No storage/mixing in RPAs.
4. Vegetation clearance to consider nesting season with ecologist supervision if required.

6.7 Materials, Waste & Resource Efficiency

1. Segregate waste and use licensed carriers.
2. Keep Duty of Care documentation.
3. Target high recycling.
4. Avoid over-ordering.
5. Return pallets and recycle packaging.

6.8 Training and Monitoring

1. Daily environmental checks.
2. Weekly recorded inspections.
3. Targeted monitoring during high-risk tasks.
4. All operatives receive safety and environmental induction
5. Weekly toolbox talks (dust, noise, tree protection, fuel handling).

7. Review

This CEMP is intended to be a working document that will be monitored and reviewed throughout the Construction Phase to ensure it remains relevant to the risks and issues that need managing. It will be reviewed at the point of handover to the respective contractors, monthly or after any incidents or significant changes to the scope of works. In the event of a material change to the CEMP the updated version will be submitted to the LPA pursuant to Condition 7.

PBA PLANNING

12th FEBRUARY 2026