



Construction Environmental Management Plan (CEMP) – HHRFC Padel Development

Trevor May Contractors Limited have been appointed to be the Principal Contractor.

1. The Client / The Project:

Project: Construction of three padel courts, padel canopy and associated works -- Phase 1 implementation of planning permission secured by Haywards Heath Rugby Football Club Ltd DM/25/0124.

Date of this plan: 23/01/2025

Client: Padeltastic Ltd (Smash Padel), padel development partner of HHRFC
Site Address: Whitemans Green, Cuckfield, Haywards Heath, RH17 5HX

Client representative: Patrick Neville 07513 604961

Access: Access is via the single track tarmac drive that runs past the front of the new HHRFC clubhouse.

Project type: New padel courts.

Contacts:	Trevor May Director:	Gordon Sharp	07973 611222
	Contracts Manager:	Gary Barker	07834 658277
	Site foreman:	Lee Roberts	07714 264991

2. Objectives:

To carry out the project to the specified standard without placing operatives, site users or the general public at significant risk.

This report covers the environmental, public health and safety aspects of the project that may affect the interests of local residents, businesses, the general public and the surroundings in the vicinity of the proposed construction site.

The CEMP sets out:

- The general principles to be applied during construction and the context within which mitigation measures will operate and be developed;
- The general provisions for construction site operations;
- The particular environmental issues that need to be considered throughout the period of construction works;

The specific environmental issues that need to be considered relating to the construction site are:

- Traffic and transport, roads and footpaths;
- Protection of the water environment;
- Noise and vibration;

- Dust and air quality;
- Disposal of waste and contaminated materials;
- The construction site (logistics, access, security, operations etc.)
- Safety.

In addition to statute law, common law also places requirements on suppliers and subcontractors to apply a duty of care to others. Subcontractors are liable for any personal injuries or property damage that may arise from a breach of that duty.

Certain aspects of construction such as working hours will be controlled by conditions contained in the planning permission imposed under the Town and Country Planning Act 1990 (as amended by the Planning and Compensation Act 1991).

3. Situation:

Existing services:

Overhead: On the opposite side of the track adjacent to the site are power lines supplying housing at the end of the track

Underground : None known. When we commence work the area of the site and perimeter outside our site will be scanned with a Cat4 scanner to identify any services.

Highway matters:

Parking: In rugby club car park

Ease of delivery: Good and direct to working area but access track must not be blocked

Noise and working time restrictions: Monday to Friday - 7.30 am to 4.30pm
Weekends - May be difficult due to sporting activity on adjoining areas

Ground conditions:

The site is grass and top soil. Top soil depth is approximately 250mm deep.

The sub soil is clay.

Steep Slope: No, there is a very low fall across the site but the general appearance is that it is a level site

Gross instability: No

Possible subsidence: No

Underground obstructions: None known

Old mine workings: No history

4. Traffic, Transport, Roads, Footpaths and Hoardings

All site vehicles will access the site directly from the road in front of the new Clubhouse. All site visitors and vehicles not directly involved in the constructions works will use the new Clubhouse carpark which provides ample space and access to the site. All subcontractors and suppliers will work in such a way as to maintain, as far as reasonably practicable, existing public access routes and rights-of-way during construction. Where this cannot be achieved, a suitable alternative route will be provided where practicable and will be sign-posted accordingly.

Trevor May will take strict measures to minimise what is considered to be one of the main environmental nuisance problems arising from construction sites (Highways Act 1980 ss.148-151 and the Environmental Protection Act 1990). These will include, but not necessarily be limited to:

- The provision of hardstandings for vehicles entering, parking and leaving the site;
- The provision of wheel washing facilities
- The use of an approved mechanical road sweeper to clean the site of hardstanding and any mud or debris deposited by the site vehicles on roads or footpaths in the vicinity of the site. The road sweeper will be readily available whenever the need for cleaning arises and will be properly used and maintained;
- The adequate sheeting of each lorry load of spoil removed, to prevent spoil falling off during its journey;

All subcontractors and suppliers will be required to carry out the works in such a way that avoids undue inconvenience to the public arising from increases in traffic flows. Disruptive effects of construction traffic on designated routes to site will be minimised as far as reasonably practicable.

Maintenance and Repair of the Highway

Trevor May will be responsible for any damage caused by their activities to the Highway in the vicinity of the worksite (Highways Act 1980 (ss.148-151)). Any defects caused by the Trevor May or its sub-contractors will be rectified immediately if dangerous (i.e. trip or depression of 25 mm or more) or otherwise within 24 hours.

Site Specific Security

The construction site will be completely fenced off by Hemas fencing to prevent any access by the public and to protect the general public from the building works. There will be one site entrance for the control of pedestrians and vehicles entering the site. Other vehicles will use the main HHRFC Clubhouse and access the site by foot. A monitored online CCTV system is already in place to prevent unauthorised site incursions.

5. The Water Environment

Whenever possible, Trevor May will seek to minimise the amounts of wastewater that need to be discharged and find alternative means of disposal. Such alternatives might be discharge to foul sewer subject to trade effluent obligations or disposal through a licensed waste management contractor in accordance with duty of care obligations.

Trevor May will make provisions to ensure that all hazardous substances including oil drums or containers on site are controlled in accordance with COSHH Regulations, are labelled appropriately and have a suitable SCS in place and that no oil or other contaminants are allowed to reach water courses or groundwater.

6.Noise and Vibration

Trevor May will control and limit noise and vibration levels, as far as is reasonably practicable, so that dwellings and other sensitive receptors are protected from excessive noise and vibration levels arising from construction activities. Trevor May will apply Best Practical Means (BPM), as defined under Section 72 of the Control of Pollution Act (COPA)1974, to all activities.

Vehicle and mechanical plant used for the purpose of the works will be fitted with effective exhaust silencers, will be maintained in good and efficient working order and operated in such a manner as to minimise noise emissions. Pneumatic percussive tools will be fitted with the most effective muffler or silencer available and suitable for use with each particular item of plant. Machines in intermittent use will be shut down in the intervening periods between work or throttled down to a minimum. Care will be taken when loading or unloading vehicles or dismantling scaffolding or moving materials to reduce impact noise.

The use of any plant or equipment required for any emergency situation which causes a departure from the measures noted above shall be notified to the Local Authority as soon as is practicable. Trevor May will, without delay, request from the Local Authority a waiver if noise levels are likely to be exceeded due to the adoption of alternative working methods.

Trevor May will ensure that measures are taken to:

- Protect the residents, users of nearby buildings and passers-by from nuisance or harm;
- Protect buildings from physical damage; The following factors will be considered:
- Human Exposure. The contractor will comply with BS 6472: 1992 (Evaluation of Human Exposure to Vibration in Buildings (1 Hz to 80 Hz)). The standards for vibration assessment are defined in this British Standard;
- Protection of Structures. Construction activities will be carried out in such a way that vibrations arising will not cause significant damage to adjacent structures.

Noise and Vibration Control

Where appropriate, the following measures to minimise noise and vibration levels on this site will be adopted:

- i. Employing only modern, quiet and well-maintained equipment (all equipment must comply with the EC Directives and UK Regulations set out in BS 5228-1:2009); Sixth Edition February 2011 8;
- ii. Using low impact techniques. On this site all noise generating low levels of vibration will not be felt or impact the surrounding buildings.
- iii. Careful planning of the sequence of work will minimise the transfer of any noise/vibration to neighbours;
- iv. Use of screws and drills rather than nails for fixing hoardings etc. will be utilised whenever possible;
- v. Careful handling techniques of materials and waste, such as lowering rather than dropping items will be adopted;
- vi. Avoidance of unnecessary noise (such as engines idling between operations, shouting, loud radios or excessive revving of engines) by effective site management.
- vii. No noise emanating from this site will affect any local residential property. The nearest dwelling property is some several hundred metres from the site and generally shielded by either trees.

In order to manage the noise pollution within the site boundary a control of noise risks will be enforced and managed by the site project team.

7. Dust and Air Quality

Trevor May will work in such a way that emissions to the air of dust and pollutants are minimised and that the Best Practicable Means (BPM) are used to avoid creating a statutory nuisance.

Measures to be considered for limiting emissions and avoiding nuisance will include one or more of the following as appropriate and as far as reasonably practicable:

- Ensuring that the engines of all vehicles and plant on site are not left running unnecessarily to prevent exhaust emissions (and noise).
- Using low emission vehicles and plant fitted with catalysts, diesel particulate filters or similar devices;
- Using ultra low sulphur fuels in plant and vehicles;
- Requiring that plant will be well maintained, with routine servicing of plant and vehicles to be completed in accordance with the manufacturers recommendations and records maintained for the work undertaken;
- Requiring that all project vehicles, including off-road vehicles, will hold current MOT certificates, where required due to the age of the vehicle, (or to be tested to an equivalent standard) and that they will comply with exhaust emission regulations for their class;
- Avoiding the use of diesel or petrol powered generators and using mains electricity or battery powered equipment;
- Maximising energy efficiency (this may include using alternative modes of transport, maximising vehicle utilisation by ensuring full loading and efficient routing);
- All commercial road vehicles used in construction must meet the European Emission Standards pursuant to the EC Directive 98/69/EC (commonly known as Euro standards) of Euro 3 during any works.

Trevor May will take all necessary measures to avoid creating a dust nuisance and will comply with the provisions of the Health and Safety at work Act 1974, the Environmental Protection Act 1990, the Environment Act 1995 and the Clean Air Act 1993 and the regulations made thereunder, including the Control of Substances Hazardous to Health Regulations (SI 2002/2677).

The standard dust control procedures, Tier 1, will include, as appropriate, site controls to:

- Ensure no burning of waste materials takes place on site;
 - Ensure an adequate water supply on the site;
 - Ensure disposal of run-off water from dust suppression activities, in accordance with the appropriate legal requirements;
 - Maintain all dust control equipment in good condition and record maintenance activities;
 - Keep site fencing, barriers and scaffolding clean using wet methods;
- Inspect haul routes for integrity and instigate necessary repairs to the surface as soon as reasonably practicable;
- Ensure that un-surfaced haul routes and work areas are regularly damped down in dry conditions;
 - Routinely clean public roads and access routes using wet sweeping methods;
 - Ensure vehicles working on site have exhausts positioned such that the risk of re-suspension of ground dust is minimised (exhausts should preferably point upwards), where reasonably practicable;
 - Ensure all vehicles carrying loose or potentially dusty material to or from the site are fully sheeted;
 - Mix large quantities of cement, bentonite, grouts and other similar materials in designated areas which will be enclosed or shielded;
 - Store materials with the potential to produce dust away from site boundaries where reasonably practicable;
 - Minimise the amount of excavated material held on site;
 - Avoid double handling of material wherever reasonably practicable;
 - Carry out site inspections regularly to monitor compliance with dust control procedures set out above.

Trevor May will comply with the provisions of the Clean Air Act 1993, the Health and Safety at Work Act etc. 1974 and the Environmental Protection Act 1990. In addition, Trevor May will take all necessary precautions to prevent the occurrence of smoke emissions or fumes from site plant or stored fuel oils for safety reasons and to prevent such emissions or fumes drifting into residential areas. In particular, plant will be well maintained and measures taken to ensure that it is not left running for long periods when not directly in use.

8. Waste and Contamination

Trevor May will carry out the works in such a way that as far as is reasonably practicable the amount of spoil and waste (including groundwater, production water and run-off) to be disposed of is minimised, and that any waste arising from the site is properly categorised and dealt with in accordance with the appropriate legislation and guidance.

Measures to reduce waste arising during construction will include the following, where practicable. Trevor May will:

- Allocate sufficient storage space for materials which can be reused to avoid disposal;
- Avoid over-ordering of materials;
- Avoid damage on delivery by using a walled laid-out storage and off-loading area;
- Use prefabrication where feasible;
- Avoid repetitive handling;
- Segregate materials for recycling, such as timber and cardboard wrapping;
- Salvage top soil for re-use.

9. Hours of Working

The permitted hours of work for any works that are audible at the site boundary are:

- Monday to Friday: 8.00am to 6.00pm;
- Saturday: 8.00am to 1.00pm;

Noisy working as defined above is not permitted at any time on Sundays and Bank Holidays. Noisy operations shall not take place outside these hours without the prior approval from the Local Authority.

Should Trevor May propose any additional or alternative working hours for operational reasons, the prior agreement of the Local Authority will be obtained.

In the case of work required in response to an emergency, the Local Authority and local residents will be advised as soon as is reasonably practicable that the works are taking place and their likely duration.

Trevor May will follow a 'good housekeeping' policy at all times. This will include, but not necessarily be limited to the following:

- Ensure considerate site behaviour of all staff and operatives;
- Prohibit open fires;
- Ensure that appropriate provisions for dust control and road cleanliness are implemented;
- Remove rubbish at frequent intervals, leaving the site clean and tidy;
- Frequently inspect, repair all site fencing;
- Maintain toilet facilities and other welfare facilities for staff and operatives;
- Remove food waste;
- Frequently cleanse wheel washing facilities (see Section 3.5.1);
- Prevent vermin and other infestations;
- Undertake all loading and unloading of vehicles off the highway wherever this is practicable.

10. Existing Information:

H & S file:

We have checked Local Authority information for existing drainage and electrical services and have worked in collaboration with HHRFC and their main contractor Mitchell Design & Construction who built the new Clubhouse to make sure that we are aware of the history of the site and the new installations for drainage, electrical supply, water and other utilities now available since the build in 2024.

11. The design:

The following construction hazards cannot normally be avoided:
Buried services, which may be live or abandoned
Use of plant and mechanical equipment
Noise, dust, vibration

Risk assessments:

Risk assessments- Information and controls for the above standard procedures are in the **RAMS document**

Additional specific hazards identified by designer for this project (if any)

- Working adjacent to a sports clubs and sports pitches, spectators and players may be present in the local area and in the vicinity of the site at any time.
- Occasional busy traffic within and around the sports clubs which may affect deliveries.
- Children may be present in and around the area when using the local sports fields.

Proposals to control the site specific risks associated with these hazards to an acceptable level (where the hazards cannot be avoided)

- Main construction works are to be isolated within temporary heras fenced area.
- All deliveries to be seen into site by banksman
- Potential health hazards - the following materials for sports surface construction projects cannot normally be avoided.
- Substances harmful by inhalation of dust or fumes:
 - Silica and quartz dust in sand and aggregates
 - Solvents in paints and adhesives
- Substances harmful in contact with skin / mucous membranes:
 - Brick, stone, concrete dust, cement, fuel, paints and adhesives, chemical weed killer, coated road materials
 - Contaminated water (drainage)

Other materials (if any) to be used

On this project with potential hazard: None

12. Other Relevant Matters

- i. Crane arcs will be confined within the site boundary unless agreed otherwise with property owners/occupiers whose air space is affected. Trevor May will obtain the relevant permissions from the appropriate authority for cranes located adjacent to railways or roads. Cranes will be operated in accordance with the requirements of BS 7171, Code of Practice for Safe Use of Cranes.
- ii. Trevor May will ensure that the risk of infestation by pests or vermin is minimised. Adequate arrangements for disposing of food waste or other material attractive to pests will be implemented. If infestation occurs Trevor May will take such action to deal with it as required.
- iii. On completion of the works Trevor May will clear away and remove from the highway all plant, surplus materials, rubbish and temporary works of every kind. The site will be left clean and in a condition. Any potentially hazardous defects to the highway will be made good.
- iv. All operatives are to adhere to the RAMS produced for their specific activity.
- v. Trevor May will have the responsibility of establishing and maintaining contact with the Local Authority and any local residents as necessary and keeping them informed of construction matters likely to affect them.
- vi. Trevor May will respond to any reports referred by the Local Authority within 24 hours, or as soon as reasonably practicable. In the event of working practices being deemed dangerous either by the Local Authority or the Health and Safety Executive (HSE), immediate remedial action will be taken.
- vii. Trevor May will maintain on site, and collate in a timely manner, a system for recording any incidents and any ameliorative action taken for inspection by the Local Authority's representatives.
- viii. Measures to minimise the impact of site lighting during the construction process will include the installation of lighting to current best practice standard. Any lighting will be directed away from surrounding uses and other sensitive receptors.
- ix. Lighting is to be switched off when not required unless specifically needed for construction activities, security and health and safety requirements.
- x. HHRFC is continuing to communicate to the local community via regular email communications and in the local press regarding the timing of their plans to build padel courts at Whitemans Green in conjunction with Smash Padel. The overwhelming response is positive.
- xi. Immediate neighbours to the site will be informed in advance by Trevor May when any works are taking place that may have a direct impact due to access or noise.

13. Site controls:

Site access and egress:	As described above
Unloading /storage area:	Unloading will always be supervised. One storage container will be used to store plant and equipment.
Location of lockable storage:	No fuel to be stored on site except small quantities in plant and vehicle fuel tanks. No special storage required.
Location of water supply	Outside tap on the side of the new clubhouse.
Location of welfare facilities	Welfare facilities will be made available to our workforce in the old rugby clubhouse.
Traffic / pedestrian routes:	The immediate working area will be fenced off from pedestrians All vehicle movements within site to be limited to 5 mph and there will be signage placed on the site fencing.

Site user considerations:

Working area will be out of bounds for HHRFC members and staff during works.

Will site be occupied:	Yes - on Monday to Friday during working hours.
Site training:	The following activities are to only be undertaken by suitably trained operatives: Use of disc cutters and breakers and other plant.
Induction:	All persons (Trevor May Contractors employees and subcontractors) to complete induction prior to starting work on site.
Security:	The general public shall not have access to the working areas. The working area shall be made secure outside working hours. All persons entering working areas to report to the site foreman.
Protective clothing:	All persons entering the working area shall wear protective clothing appropriate to the activities taking place that day.
Animals:	No dogs or other animals may be brought to the site.
Mobile phones and radios	Mobile phones are not to be used whilst operating plant, when working above ground level or whilst supervising vehicle or plant movements. Personnel stereos, transistor radios etc. are not to be used at any time on this site.
No smoking:	No smoking is permitted on this site.
Inspections	The site foreman shall inspect the site at the start and end of each working day to check for hazards. Regular checks by Contracts Manager and Projects Manager
Emergencies:	There is a first aid kit in all of our vehicles. There will be a first aid kit kept permanently in the on-site container. The site foreman shall have a mobile phone to enable the emergency services to be summoned in the event of a serious fire, medical emergency or accident. The nearest accident and emergency hospital is at location shown on the map below. There will be a fire extinguisher kept permanently in the on-site container.

Trevor May will ensure that the requirements of the Fire and Emergency Planning Authority or other relevant fire authority will be followed for the provision of site access points.

Reporting: In the event of accidents, plant or equipment failure or other difficulty, the site foreman shall report **without delay** to the Trevor May office (01233 740574).

14. Isolation of operations:

Isolation of fumes / vapour hazard: None planned

15. Contract period: Approx. 14 weeks

16. COSHH

All of the works are to be carried out in the open air, at ground level and involve standard construction activities.

The bitumen will be part of the porous macadam mix and will be delivered to site hot. First aid action for burns as well as handling and skin contact will be relevant.

No other special or unusual uses involved.

17. Health & Safety Information and Operating / Maintenance Instruction:

Trevor May will ensure that all reasonable endeavours are made to ensure the protection and safety of the general public at and around the site. Trevor May will take all necessary measures to minimize the impact and disturbance to the local community during the construction works.

The contractor is to provide the employer with any relevant H&S information and maintenance guidance. Distribution of copies of this Health & Safety information:

Issued to:	Date of issue	Initial (recipient)
Contracts Manager - Gary Barker	18/11/2024	
Site Foreman - Andy Crichton	18/11/2024	
Patrick Neville	30/11/2024	
Client (HHRFC)	06/12/2024	

Nearest A and E department;
Princess Royal Hospital
Lewes Road
Haywards Heath

RH16 4EX

Open 24 Hrs
Distance 3.1 miles

**Trevor May Contractors Limited,
Mill Lane Barn, Canterbury Road, Challock, Kent TN25 4BJ
Tel 01233 740574 Email: info@trevormay.co.uk**

HHRFC Padel Site Plan at Whitemans Green

