



**Construction
Management
Plan for Horsted
Keynes Project**

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1.PROJECT INFORMATION

A. Introduction

This Construction Management Plan (CMP) provides project-specific management measures and outlines responsibilities for compliance with legislation.

This document intends to provide the necessary information to demonstrate that principal contractor is fully understood the requirements and conditions placed on them regarding the works at Land South of St. Stephens Church, Hamsland , Horsted Keynes , Haywards Heath , RH17 7DS

This CMP is a live document which should be reviewed at regular intervals and when activities or conditions on site change in a way that may influence management measures.

B. CMP REFERENCE

This CMP is prepared to discharge the condition on Notice of Outline Planning Permission, with reference number DM/20/4692

Condition 8

Prior to the commencement of the development a Construction Management Plan (CMP) 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 anticipated number, frequency and types of vehicles used during construction,
- the method of access and routing of vehicles during construction,
- the parking of vehicles by site operatives and visitors,
- the loading and unloading of plant, materials and waste,
- the storage of plant and materials used in construction of the development,
- the erection and maintenance of security hoarding,
- the provision of wheel washing facilities and other works required to mitigate the impact of construction upon the public highway (including the provision of temporary Traffic Regulation Orders),
- details of public engagement both prior to and during construction works.

The construction works shall thereafter be carried out at all times in accordance with the approved Construction Management Plan, unless any variations are otherwise first submitted to and approved in writing by the Local Planning Authority.

C. Site address

Land South of St. Stephens Church, Hamsland , Horsted Keynes , Haywards Heath , RH17 7DS

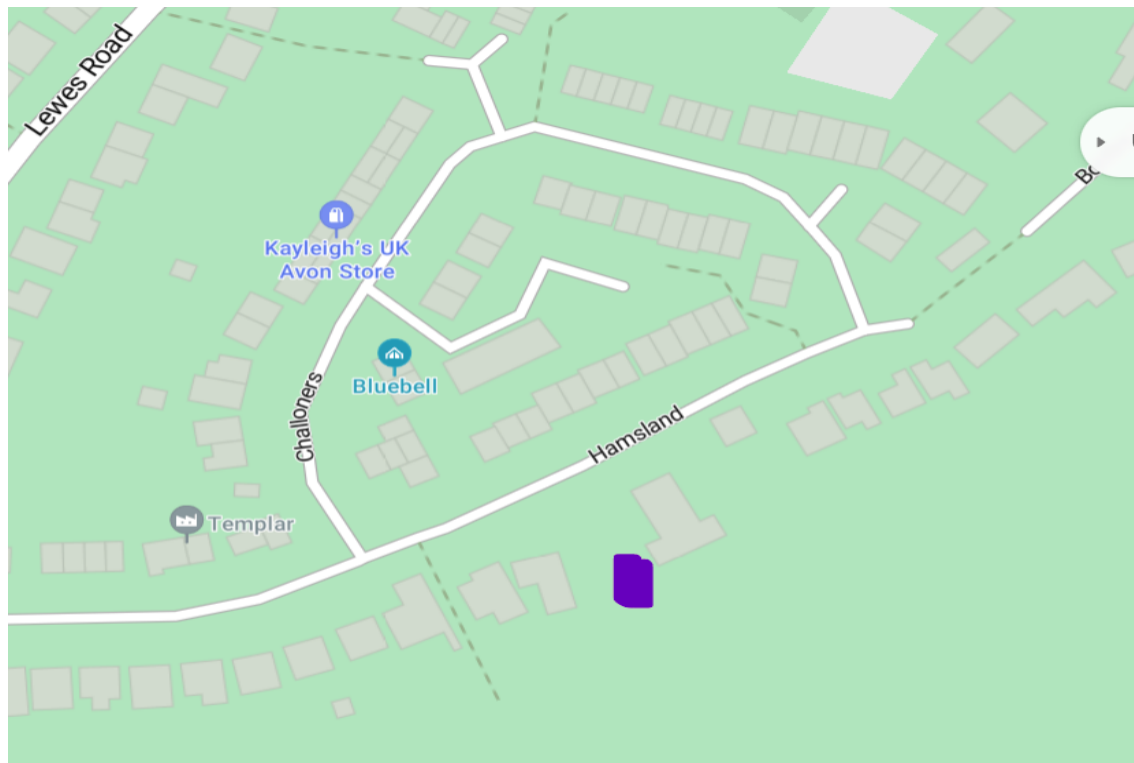


Figure 1: Project Location view

D. Project Details and Overview

The proposal includes the construction of up to 30 residential units along with related infrastructure and site access provisions.



Land South of St. Stephens Church, Hamsland , Horsted Keynes.

2. SITE MANAGEMENT

A. Site personnel Responsibilities

The principal contractor would have overall responsibility for the project for the development and implementation of the CMP. Other members of the project team would also be assigned specific roles and would be responsible for the correct application of the CMP. Individual specialists may also be appointed to provide expert advice.

The selected contractors would be responsible for coordinating and managing all the environmental activities during the construction phase. The Construction Manager would carry out the following duties:

- Develop and review the CMP and specialist procedures.
- Update the CMP and inform the council if required.
- Lead the appointment of construction staff and environmental specialists.
- Ensure delivery of environmental training to personnel within the project team.
- Monitor construction activities and performance to ensure compliance with the CMP and that identified and appropriate control measures are being effective; and,
- Act as a main point of contact between the regulatory authorities and the project on environmental issues.
- Any emergency deviation from shall be notified to council.

B. Development site layout

The site layout is shown in the Appendix A.

C. Site personnel and visitors' traffic

The Principal Contractor will instruct and train the team, subcontractors, and visitors to give minimum impact to the neighbourhood traffic.

The estimated number of personnel working on the site will peak at about 40 persons. Car parking will be provided as shown on the Site Set-up Plan appended. All personnel will be inducted prior to commencing work on the site. The site induction is the primary means of communicating the project travel plan and supporting info. The site induction is carried out by the Construction Manager or the Site Manager.

D. Managing materials, site storage, and good housekeeping

Site storage and welfare facility will be within the site's fencing area. All plant and materials will be stored on site away from the pedestrian and vehicular access routes. Please refer to the Appendix A for further information.

For the **housekeeping** the Contractor will follow the below:

- Keep the site boundary fence or hoarding in good repair.
- Check it regularly to make sure it is in good condition; it isn't falling, and it hasn't been damaged.
- Only allow authorized people on site – and keep the gate closed between deliveries. Keep vehicles and pedestrians apart while they are moving around the site. Use barriers if necessary.
- Make sure footpaths and traffic routes are firm, level, stoned up if necessary, and gritted if icy.
- Keep walkways, stairs, and work areas clear and free from obstructions such as trailing cables, rubbish, and unused materials. Tidy up as you go.
- Make sure you have: - toilets with hot water, paper, and soap; - somewhere for workers to change, store and dry their clothing, and somewhere to sit and eat.
- Keep all the welfare facilities clean, tidy, well-lit, and warm.
- Put skips where they can be filled easily and collected safely.
- Make sure timber is stacked flat rather than upright and pallets used to stack materials are in good condition, on firm ground and not leaning.
- Explain to everyone on site the importance of keeping their work area clear and enforce it.
- Tree Protection Fencing Zones and Reptile Translocation / Protected Areas will be kept clear of site traffic and material storage. Please see Appendix B: Site Constraints Plan for protected areas and further details.

E. Site security

To secure the construction site and its facilities, hoarding or fencing will be installed. A range of allowable variations are as follows:

- Heras Fencing
- Site Gates

The provisions of the Health and Safety at Work Act 1974 will be followed in all cases. Hoardings erected causing poorly lit walkways will have bulkhead lights fitted.

Gates in the fencing or hoarding should, as far as is practicable be positioned and constructed to minimize the noise transmitted to nearby noise sensitive buildings from the worksite or from plant entering or leaving the site. Hoardings will be provided and maintained, by the Contractor. Adequate security will be exercised by the Contractor to prevent unauthorized entry to or exit from the site. Site gates will be closed and locked when there is no site activity and site security provisions will be set in motion. Provision of alarms will follow HSE requirements.

F. Signage

The main construction signboard will be positioned in agreement with the Client and Local Authority. Site signage will be provided as necessary to advise operatives/visitors and delivery staff of safety requirements within the confines of the site and where to report on arrival. Such signage will include:

- Accommodation positions/Access requirements
- Fire exit/fire point areas
- Overhead/Underground Services
- Safety Helmet and Footwear Requirement
- Noise restrictions
- Danger Construction Site, etc.
- Tree Protection Zones
- Reptile Translocation / Protected Areas

3.COMMUNITY LIAISON AND COMMUNICATION

A. Site Contacts

The site contact information and emergency contact information and complaint contact information will be clearly presented on the fencing in a format similar to the following:

Contact Name & Surname	Company	Role	Mobile Number	Email
TBC	Macar Homes (BC) Limited	Site Manager	TBC	TBC

B. Complaints Procedure

The principal contractor will clearly display contact details in prominent locations, at various points around the site boundary.

The principal contractor will keep accurate records of any complaints received.

C. Documentation

The contractor may hold appropriate documentation that may include vibration and dust monitoring results, complaint logs and action taken record.

D. Community Liaison

The site management team will liaise with residents continuously and place all necessary notice before hand including relevant contact details of related people.

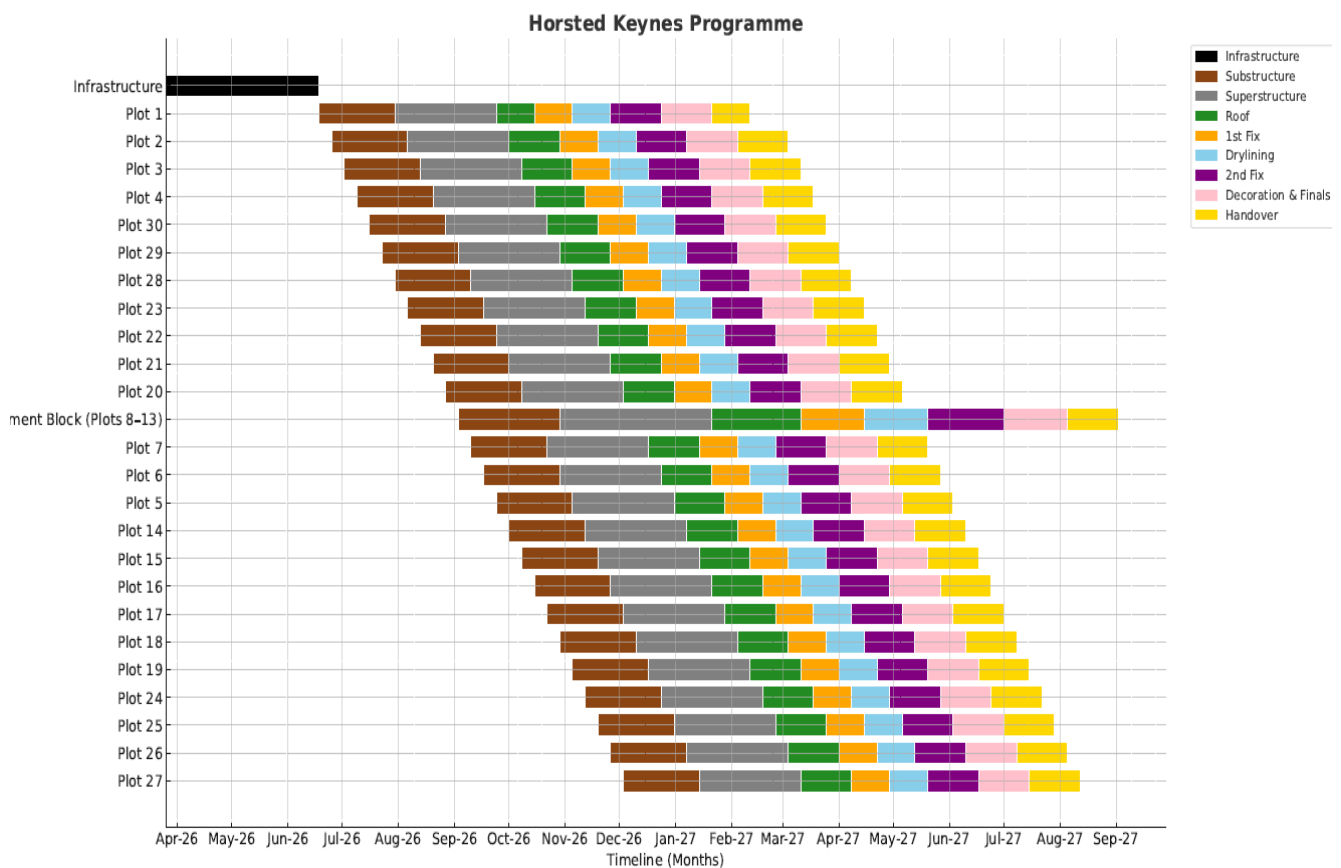
A dedicated project email has been set-up (horstedkeynes@macar.co.uk), which residents are able to use for any query they may have. Furthermore, a letter will delivered to nearby residents when the construction programme has been settled and a site manager has been appointed. We will also commit to issuing a quarterly update on what is happening on site, and any changes to the programme.



4. SITE OPERATIONS

A. Construction Programme

The anticipated key construction dates are outlined below; please note these dates are indicative.



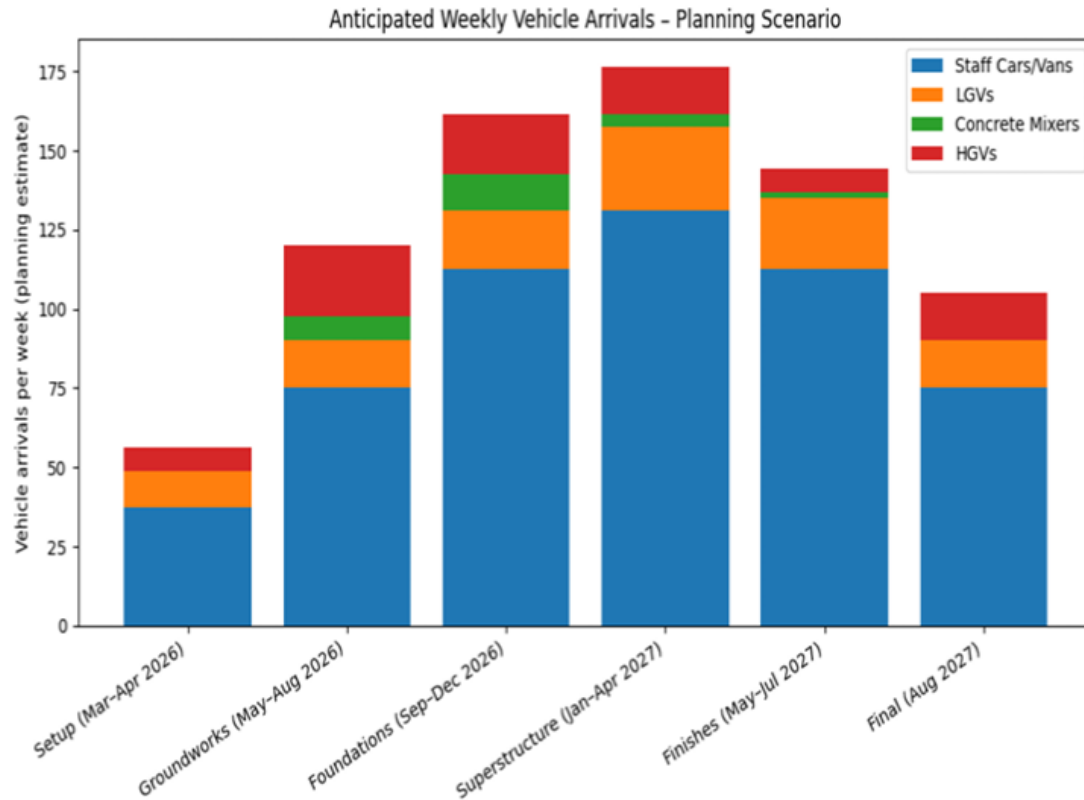
B. Working hours

Construction works and deliveries at the site will be restricted to the following hours: 08:00 to 18:00 Monday to Friday, 09:00 to 13:00 on Saturdays and no working on Sundays and / or public holidays.

C. Construction Traffic Management

Vehicle type and frequency

The information provided in this section of the report is site-specific and has been directly extracted from the CLOCS CLP Tool.



No articulated vehicles will attend site. This will be made clear to sub-contractors at the tendering stage and pre-start meetings.

D. Deliveries and transport of materials, plant, and equipment to site

All deliveries to the site will be through Hamsland. An application for a temporary 24-month parking suspension has been submitted to WSCC. This is for the parking spaces opposite the site entrance to allow for delivery vehicles to enter and egress the site. This application aims to have the parking suspension in place from April 2026 to April 2028. Please refer to the Appendix A for the shown loading/unloading area and Please see Appendix C for delivery vehicle routing and Appendix D for the tracking drawing.

Just-in-time (JIT) deliveries will be employed, coordinated by the Site Manager to ensure there is no build-up of delivery vehicles on the highway or idling vehicles. At tendering stage, all sub-contractors and merchants will be advised that receipt of deliveries/vehicles attending the site must be booked in and call ahead so that the Site Manager, and if necessary, a Banksman or Traffic Marshal is prepared. No holding area is necessary. By using a delivery schedule and a call-ahead approach, there should be minimal occurrences of conflicts with large vehicles attending the site. In the unlikely scenario of this occurring, a Traffic Marshal or Banksman will be available. The construction and delivery time restrictions shall be made clear to the sub-contractors at the tendering stage and at pre-start meeting.

F. Noise control and management

The Principal Contractor will assess the risks to employees & neighbourhood from noise at work; take action to reduce the noise exposure that produces risks. The contractor will also make sure legal limits on noise exposure are not exceeded and provide employees with information, instruction and training and carry out health surveillance where there is a risk to health.

The principal contractor will make sure that; all contractors should make available for inspection a method statement (in accordance with the principle described in BS 5228: 2009: Part 2: Code of practice for noise and vibration control on construction and open site) stating precisely the type of plant to be used and the proposed noise control methods. The contractors will also be required to comply with other relevant provisions of the Control of Pollution Act 1974

The risk assessment will:

- Identify where there may be a risk from noise and who is likely to be affected.
- Contain a reliable estimate of employees' exposures and compare exposure with the exposure action values and limit values.
- Identify what we need to do to comply with the law (eg whether noise control measures or hearing protection are needed and if so where and what type
- Identify who needs to be provided with health surveillance and whether any are at particular risk

The contractor should also comply with the recommendations set out in BS 5228:1997 AMD 1 Code of practice for noise control on construction and demolition sites.

- Compressors should be fitted with properly lined and sealed acoustic covers, which should be kept, closed whenever in use.
- Pneumatic percussive tools should be fitted with mufflers or silencers of the type recommended by the manufacturers.

- Machines in intermittent use should be shut down in the intervening periods between work or throttled down to a minimum.
- Care should be taken when loading or unloading vehicles or dismantling scaffolding or moving materials etc. to reduce impact noise.

Best practice should be adopted where possible, to minimize noise from site preparation, demolition and landscaping. Examples of this are:

- Developers and constructors to follow guidelines in BS 5228-1:2009+A1:2014 Code of practice for noise and vibration control on construction and open sites. Noise.
- Plant and vehicles should comply with EU noise emission limits.
- Select quiet plant whenever possible.
- Control the hours of operation of all plant and vehicles and avoid their unnecessary use.
- Use acoustic screening where possible.
- Use noise attenuators where needed.
- Locate vehicle routes away from sensitive sites and ensure road surfaces are well maintained to reduce rattling of vehicles.
- Avoid noise-sensitive areas regards to materials handling and storage.
- Locate stationary plant away from noise-sensitive areas.

Requirements under the law:

- Provide employees with hearing protectors if they ask for them and their noise exposure is between the lower and upper exposure action values.
- Provide employees with hearing protectors and make sure they use them properly when their noise exposure exceeds the upper exposure action values.
- Identify hearing protection zones (ie areas where the use of hearing protection is compulsory and mark them with signs if possible)
- Provide employees with training and information on how to use and care for the hearing protectors.
- Ensure that the hearing protectors are properly used and maintained.

Using hearing protection effectively:

- Make sure the protectors give enough protection (aim at least to get below 85 dB at the ear)
- Target the use of protectors to the noisy tasks and jobs in a working day
- Select protectors which are suitable for the working environment (consider how comfortable and hygienic they are)
- Think about how they will be worn with other protective equipment (eg hard hats, dust masks and eye protection)
- Provide a range of protectors so that employees can choose ones which suit them.

Don't:

- Provide protectors which cut out too much noise as this can cause isolation or lead to an unwillingness to wear them.
- Make the use of hearing protectors compulsory where the law doesn't require it

- Have a 'blanket' approach to hearing protection (better to target its use and only encourage people to wear it when they need to)

G. Vibration control and management

The Principal Contractor will assess the risks to employees & neighbourhood from vibration; take action to reduce the environmental and health risks.

In conducting a risk assessment, the contractor will assess daily exposure to vibration by means of:

- Observation of specific working practices
- Reference to relevant information on the probable magnitude of the vibration corresponding to the equipment used in the particular working conditions.
- If necessary, measurement of the magnitude of vibration to which his employees are liable to be exposed.
- Employer shall assess whether any employees are likely to be exposed to vibration at or above an exposure action value or above an exposure limit value.

The risk assessment will include consideration of:

- Magnitude, type and duration of exposure, including any exposure to intermittent vibration or repeated shocks.
- Effects of exposure to vibration on employees whose health is at particular risk from such exposure.
- Any effects of vibration on the workplace and work equipment, including the proper handling of controls, the reading of indicators, the stability of structures and the security of joints
- Any information provided by the manufacturers of work equipment.
- Availability of replacement equipment designed to reduce exposure to vibration.
- Any extension of exposure at the workplace to whole-body vibration beyond normal working hours, including exposure in rest facilities supervised by the employer.
- Specific working conditions such as low temperatures
- Appropriate information obtained from health surveillance including where possible published information.

The control measures will include:

- **Prevent:** Where possible think about eliminating or reducing the amount of vibration. Consider:
 - eliminating unnecessary vibrating tasks at the design stage and using prefabricated components
 - using an alternative process that does not expose workers to vibration. For example:
 - block splitters instead of cut-off saws
 - bursting or crushing instead of pneumatic drilling
 - isolating workers from tasks creating vibration; eg by using a breaker attachment for an excavator or remote controlled equipment instead of a hand-held breaker
- **Control:** Even if you stop some of the risk this way, you may still do other work that can create significant vibration. Control the risk by:

- Equipment – don't buy or hire a problem if you don't have to. Select low-vibration tools and equipment. Make sure it is also correct for the work you are doing. Equipment that is unsuitable, too small or not powerful enough may mean the task takes much longer and exposes workers to unnecessary vibration.
- Work practices – the right equipment still has to be used correctly. Check how it should be operated to ensure you get reduced vibration levels. Promote techniques that reduce grip force. Improve the design of workstations to limit the loads on hands, wrists and arms caused by any possible poor posture. Devices, such as jigs and suspension systems, can be used to take the weight and vibration of the tools away from the worker.
- Rest and rotate workers – limit the time workers are exposed to vibration for long, continuous periods. Rotate workers where tools require continual or frequent use.
- Gloves and warm clothing – provide protective clothing if needed to keep workers warm and dry. Maintain core body temperature as this encourages good blood circulation. Use gloves to keep hands warm but be aware that they do not provide any protection from vibration.
- **Train:** Tell workers about the risks from vibration and how to use the controls properly.

H. Air Quality & Dust Control

A range of approaches to mitigate the impact on air quality will be used to meet best practice:

- Use of low-emission vehicles;
- Removal of materials that have potential to produce dust, where possible;
- Enclosure of material stockpiles at all times and damping down of dusty materials during dry weather;
- Provision of appropriate hoarding and / or fencing to reduce dust dispersion and restrict public access;
- Maintenance of Site fencing, barriers and scaffolding clean using wet methods;
- Control of cutting or grinding of materials on the Site and avoidance of scabbling;
- Dust generating machinery e.g., disk cutters to be fitted with vacuums;
- Appropriate handling and storage of materials, especially stockpiled materials;
- Restricting drop heights onto lorries and other equipment;
- Fitting equipment with dust control measures such as water sprays, wherever possible;
- Using a wheel wash, avoiding of unnecessary idling of engines and routing of Site vehicles as far from sensitive properties as possible;
- Ensuring bulk cement and other fine powder materials are delivered in enclosed tankers and stored silos with suitable emission control systems to prevent escape of material and overfilling during delivery;
- Using gas powered generators rather than diesel if possible and ensuring that all plant and vehicles are well maintained so that exhaust emissions do not breach statutory emission limits;
- Switching off all plant when not in use
- No fires would be allowed on the Site; and
- Ensuring that a road sweeper is available to clean mud and other debris from hard standing, roads and footpaths.

I. Artificial Lighting

Construction hours will be limited to 08:00-18:00 Mon-Fri and 09:00-13:00 Saturdays, with no work taking place at night to reduce disturbance to nocturnal wildlife, such as bats and badgers. If occasional lighting is needed, the following measures will be implemented:

- External lighting will be carefully positioned, avoiding placement near boundary features like hedgerows and trees.
- Low-spill lighting will be used, focusing only on active work areas.

5.MUD CONTROL AND MANAGEMENT

The principal contractor will take strict measures to prevent deposition of mud on the highways. This will include but not necessarily be limited to:

- There will be clean hard standings for vehicle entering, parking, and leaving the site.
- Wheel cleaning facility will be deployed within the site fencing.
- Complete sheeting of each lorry load of spoil removed to prevent spoil falling off during its journey to the tip.

Wheel Cleaning



Figure 1 - Proposed Wheel Washer

During the operations vehicles exiting the site may carry deposits of clay or wet concrete, trapped on their tires, out on to the street. To prevent this occurring, a wheel cleaning regime will be implemented.

All construction vehicles accessing and egressing the site will pass through site entrance. As noted on the Plan, see Appendix A, an area has been set aside for wheel washing facilities. Where necessary a mobile Jet wash will be placed and used to remove any mud from construction vehicles. Strict traffic management on site should minimize the risk of vehicles tracking debris from the site

- Wheel cleaning will consist of two simple operations carried out by designated operative, suitably attired for this work.
- Before leaving, the vehicle will stop and turn the engine off. If necessary, any heavy deposits will be removed manually using scrapers or the like.
- Following step one, wheels will be washed using a high-pressure jet wash lance ensuring that any residual deposits lodged in the tires are removed. If required, the vehicle will move forward slightly to ensure that the complete circumference of the wheel is clean.

On completion wheels will be inspected and confirmed that the vehicle is fit to leave site. The site operatives will ensure that water used during wheel washing operations does not migrate out onto the main highway. Temporary drainage channels (ACCO) will be installed at the entrance to the site to collect any muddy water from from wheel washing spilling onto the highway. The channels will be emptied daily.

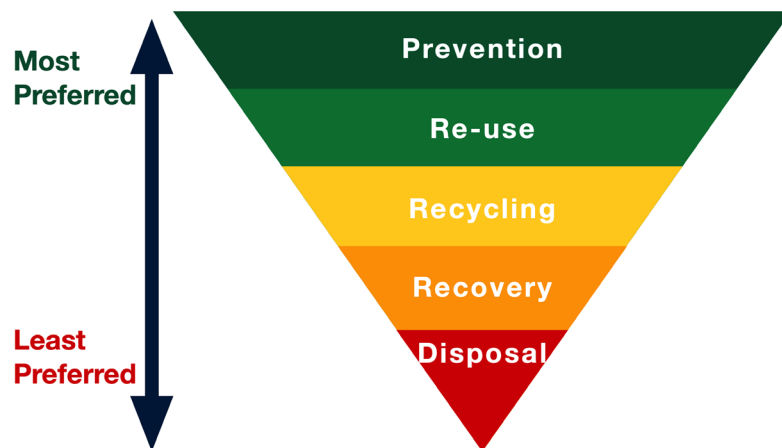
The site manager will monitor the local roads for any dirt or mud deposits, and when necessary will instruct a road sweeper.

6.WASTE MANAGEMENT

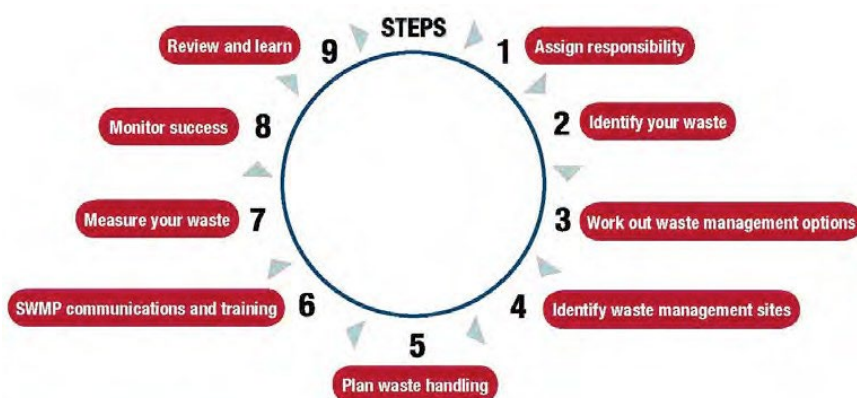
The Principal Contractor will comply with the related Site Waste Management regulations and will also follow the below site waste management hierarchy.



The site waste management preference is described as below.



The Principal Subcontractor to follow the below steps.



Waste Management on Site

Surplus or waste materials arise from either the materials imported to site or from those generated on-site. Imported materials are those, which are brought to the project for inclusion into the permanent works. Generated materials considerations to waste management such as waste reduction, segregation of waste, disposal of waste, financial impacts of waste disposal and recording, monitoring, education and reviewing. This section outlines the procedures that have been put into place and demonstrate how they benefit the environment, how the principal contractor can measure the effects and how these procedures and practices are sustainable.

Segregation

A specific area shall be laid out and labelled to facilitate the separation of materials for potential recycling, salvage, reuse, and return. Recycling and waste bins are to be kept clean and clearly marked to avoid contamination of materials and minimize/eliminate the adverse impacts.



The labelling systems shall be the Waste Awareness Color Coding Scheme. If the skips are clearly identified the bulk of the workforce will deposit the correct materials into the correct skip. Skips for segregation of waste identified currently are:

- Wood
- Construction Metals
- Brick/rubble
- General waste
- Concrete Waste

As works progress and other trades come to site other skips will be placed to enable certain waste to be removed from site. This is likely to include:

- Plasterboard
- Paper and cardboard (bagged up)

Management

Waste materials fall into three categories for management, these are:

- Re-use
- Recycle
- Landfill

Re-use

If surplus materials can be used in the permanent works they are classified as materials, which have been re-used. If they are surplus to requirements and need to be removed from site and they can be removed and used in their present form, they can be removed from site for reuse.

Recycling

If the surplus material cannot be re-used in its present form but could be used in a different form, it is sent for recycling such as 50x50 timber to make chipboard.

Landfill

If either of the above cannot be satisfied, then the only option left is to send the surplus materials to landfill.

Anticipated Waste and Processing

Waste Type	Main Management Process
Soil arisings	Reuse on site where appropriate, remediate where necessary
Concrete, masonry and aggregates	Crush and reuse on site
Metals	Recycle via appropriate waste carrier
Paper and cardboard	Segregate and recycle via appropriate waste carrier
Sanitary waste	Remove by specialist waste contractor
Plastics and glass	Recycle via appropriate waste carrier

7. INCIDENT PLAN

The principal contractor to follow The Environmental Damage (Prevention and Remediation) Regulations 2009 which can be found in the below link:

<https://www.legislation.gov.uk/ukxi/2009/153/contents/made>

The Contractor will also follow the below list to control the spillages and pollution.

1. Understand the environmental (spillages & pollution) risks
2. Assess these risks
3. Prepare a Pollution incident response plan to do in the event of a spill
4. Take safety precautions to prevent the events
 - a. Contain at source
 - Sealing damaged container or pipework
 - Turning a container
 - Putting a leaking container into another secure container
 - Close any valves on pipework to stop material flow -
 - b. Contain close to source
 - Transferring the leaking material into an undamaged container
 - Use sorbent products to soak up the spill
 - Use small portable containers to collect the spill
 - c. Contain on the surface
 - Use booms to prevent the material spreading
 - Use drain mats to cover surface drain openings and manhole covers
 - Use temporary storage containers, portable tanks
 - d. Contain in the drainage system
 - e. Contain on or in the watercourse

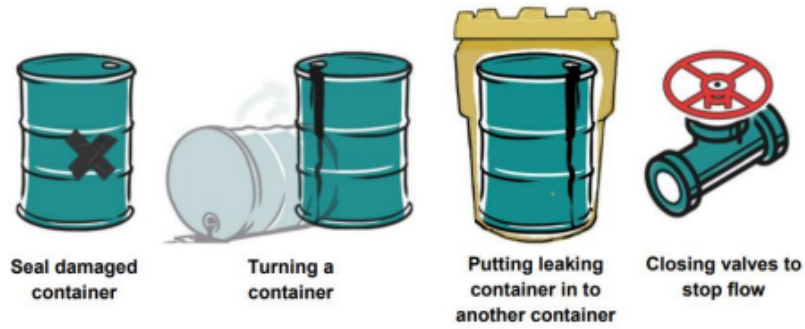
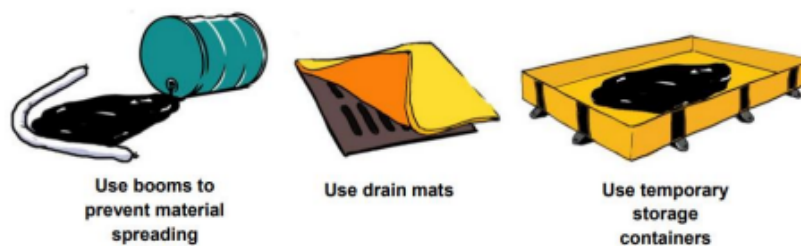


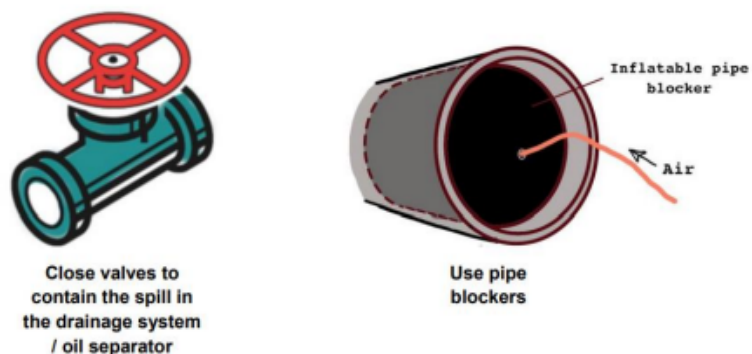
Figure showing Examples of how to control a spill at the source



Examples of how to control a spill close to the source



Examples of how to contain a spill on the surface



Examples of how to contain a spill in the drainage system

8. INCIDENT RESPONSE PLAN

INCIDENT HOTLINE

0800 80 70 60

- Environmental incidents should be immediately reported by calling the Incident Hotline.
- Incidents can include spillages (e.g., from oils and chemicals), contaminated surface water run-off, flooding, riverbed disturbance, damage to underground services, damage to habitats, and poor waste disposal and storage. If in doubt, it should be reported.
- Reporting procedure is as follows:

In case of detection of an incident the Contractor is responsible for reporting the following information;

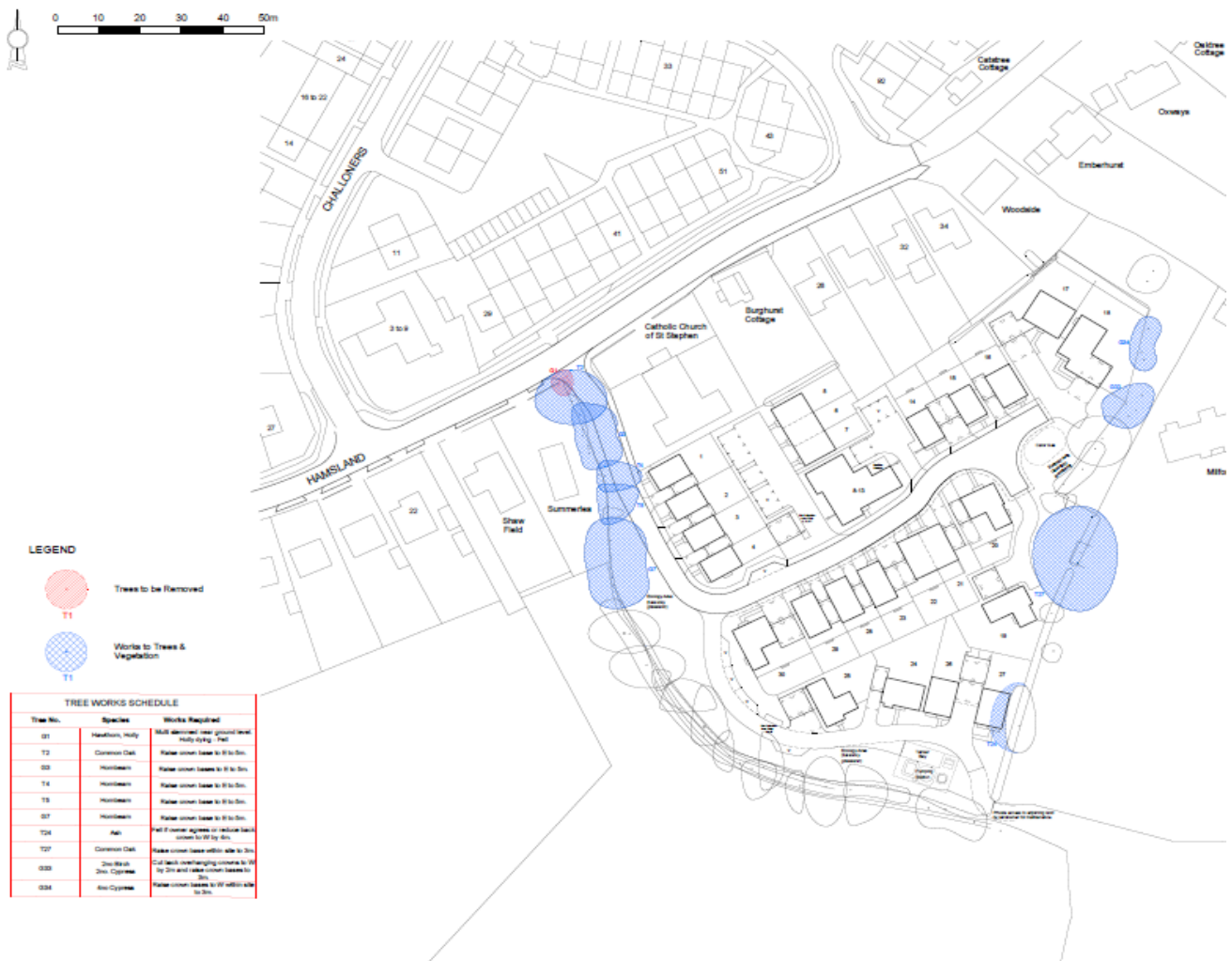
- Where is/was the incident taking place? Please provide a grid reference if possible, for example, NT 252 735. Otherwise, you should provide accurate directions / descriptions of the location
 - What is/was happening?
 - Who is/was responsible for the incident?
 - When did the incident take place?
-
- Site plans should be available on the information board.
 - For procedures for spill containment and remediation see Incident Plan
 - Staff and contractors should be trained in the use of spill equipment and how to manage and dispose of waste materials legally. They should be informed about the location of spill equipment.

If oils and chemicals are being used in close proximity to the water environment, a suitable spill kit or absorbent materials should be stored nearby. Appropriate temporary storage should be provided for any oils and chemicals. All spillages should be contained using absorbents such as sand, soil, or commercially available booms or pads, and the environmental regulator should be immediately notified using the Incident Hotline number above.

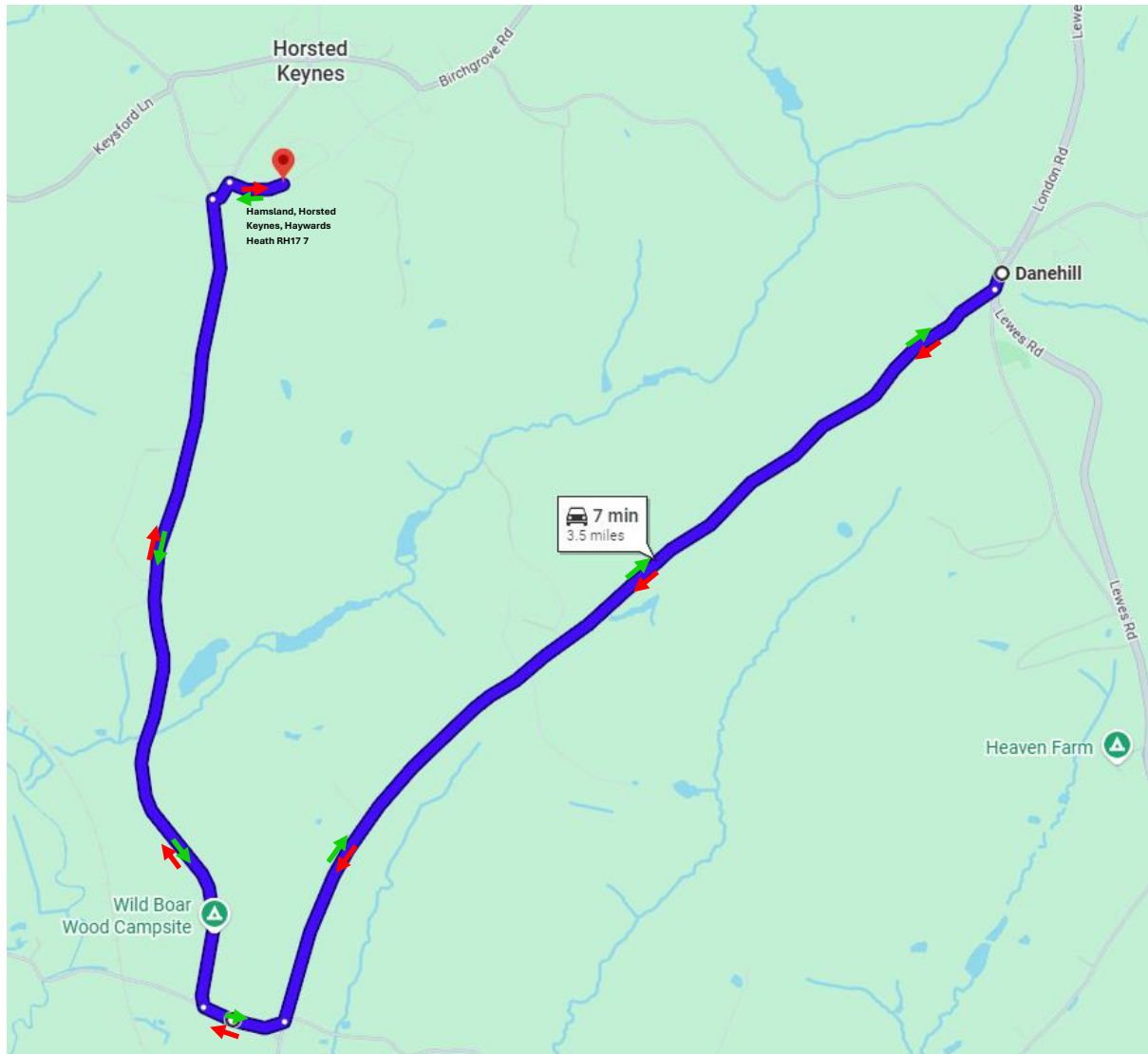
Appendix A - Site Arrangement Plan

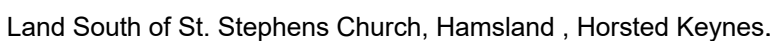


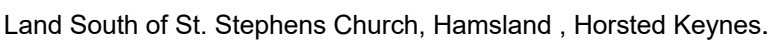
Appendix B: Site Constraints Plan



Appendix C: Delivery Vehicle Routing







REPORT INFORMATION

REPORT NAME	REV	DATE	PREPARED BY	PREPARED FOR	CHECKED AND APPROVED BY
Construction Management Plan (CMP) for Horsted Keynes Project	01	29/9/2025	James Herdman - Macar Homes		
Amended	02	16/01/26	As above		