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Sports and Community Centre Land North of Milton Road, Adderbury

Erection of sports & community pavilion with associated car park and sport facilities (outdoor pitches and MUGA) on former agricultural land

7354 - Construction Environment Management Plan to enable discharge of condition 14 of 21/00104/F
April 2022

Lathams
ARCHITECTURE + URBANISM

Construction Environment Management Plan

A12 THE SITE / EXISTING BUILDINGS

- 110 THE SITE: The works are to be undertaken in the proximity of residential properties to the east and a commercial premises to the west. The existing access to site has previously been constructed by Oxfordshire County Council.
- 140 EXISTING UTILITIES AND SERVICES: A topographic survey has been undertaken, which shows the exact locations of existing services and drains. However, the Contractor will be ultimately responsible for locating, marking and protecting existing services and drains, adjacent to and within the site area. Existing services serving other properties must be maintained throughout the duration of the works.
- 160 SOILS AND GROUND WATER: No survey for soils and ground water has been undertaken, the Contractor is to satisfy himself to site conditions.
- 170 SITE INVESTIGATION: No Site Investigation survey has been undertaken, the Contractor is to satisfy himself to overall site conditions.
- 200 ACCESS TO THE SITE: There is one main access point to the site from Milton Road. All construction traffic including HGV's to the site will be from Milton Road.
- 210 PARKING: Parking of the Contractor's and employees' vehicles on site is to be arranged with the Employer. The Contractor's and his employees' vehicles must not block or disrupt the public highway or site access roads at any time. During the Works, a designated parking area shall be set up within the site boundary.
- 220 USE OF THE SITE: Do not use the site for any purpose other than carrying out the Works.
- 230 SURROUNDING LAND / BUILDING USES: The Contractor's attention is drawn to the surrounding land, buildings and properties which are not part of the works. Under no circumstances shall the Contractor allow disruption to the normal routines of the adjacent properties and homes. All public roads and footpaths must remain open and free for unimpeded use at all times.

A13 DESCRIPTION OF THE WORKS

- 120 THE WORKS COMPRISE: The erection of a single storey sports and community pavilion with associated car parking, MUGA and landscaping.
- 130 WORK BY OTHERS CONCURRENT WITH THE CONTRACT: There will be no other works undertaken during the main works.

A32 MANAGEMENT OF THE WORKS

GENERALLY

- 110 SUPERVISION: The main contractor is responsible for co-ordination, supervision and administration of the projects, including all subcontracts. Arrange and monitor a programme with each subcontractor, supplier, local authority and statutory undertaker, and obtain and supply information as necessary for co-ordination of the work.
- 115 CONSIDERATE CONSTRUCTORS SCHEME: It is advised that the Contractor undertaking the Works be registered with the scheme and comply with the Code of Considerate Practice.

Communication:

- Effective lines of communication will be established by the Contractor to ensure that all duty holders and other participants in the project are kept up to date with changes, progress and events.
- Methods of communication and consultation include:
 - Distribution of a pre-commencement letter to anyone who may be affected by the site activities.
 - Distribution of disruptive works letters to anyone who may be affected by road closures, large deliveries, late working, noisy works, etc.
 - Distribution of regular progress newsletters to update the public on the progress on site.
 - Maintenance of a formal log of public feedback and complaints made via a suggestion box, comment slip, feedback questionnaire or social media.
 - Updates / consultation will be provided within meetings held by the client, Adderbury Parish Council, at their monthly committee meetings.
 - Updates are and will continue to be provided on the Adderbury Parish Council website.

Environmental responsibilities:

- Make available to employees, customers, the public and statutory authorities' relevant information about the Company's activities that affect Health, Safety and the Environment.
- Take the interests of the local community into account, with due regard for public perception and have a regular process of communication with the community where appropriate.
- Ensure subcontractors provide suitable environmental information.

118 VEHICLE SAFETY REQUIREMENTS

Vehicle equipment: Ensure that all vehicles have the following:

- Audible alert to other road users to the planned movement of the vehicle when the vehicle's indicators are in operation.
- Prominent signage at the rear of the vehicle to warn cyclists of the dangers of passing the vehicle on the inside.
- Properly adjusted class VI mirror/s or Fresnel lens to eliminate the nearside blind spot.
- Side under run guards.

Driver training:

- Drivers must be trained on vulnerable road user safety through an approved course and hold a current valid Certificate of Competence.
- Drivers must have a valid driving licence and be legally able to drive the vehicle.

- 120 INSURANCE: Before starting work on site submit documentary evidence and/or policies and receipts for the insurances required by the Conditions of Contract.

A34 SECURITY / SAFETY / PROTECTION

SECURITY, HEALTH AND SAFETY

- 110 PRE-CONSTRUCTION INFORMATION: Pre-construction information is included in the Pre-construction Information Pack issued with the tender documentation.

- 140 THE CONSTRUCTION PHASE PLAN: Developed from the Outline Construction Phase Plan (see section A30) must be submitted to the Principal Designer/CDM Consultant not less than one week before the proposed date for start of construction work. Do not start construction work until the Principal Designer/CDM Consultant has confirmed in writing that in his view the Construction Phase Plan includes the procedures and arrangements required by CDM Regulation 15(4).
- 150 SECURITY: Adequately safeguard the site, the Works, products, materials, plant, and any existing buildings affected by the works from damage and theft. Take all reasonable precautions to prevent unauthorised access to the site, the Works and adjacent property. The site access point from Milton Road will be gated and locked when the site is not live.
- 160 STABILITY: Accept responsibility for the stability and structural integrity of the works during the Contract, and support as necessary. Prevent overloading: details of design loads may be obtained from Engineer.
- 170 OCCUPIED PREMISES: The site was formerly publicly accessible land prior to drainage works commencing and is now temporarily off limits to the public during the Works. Ensure that the site is secure to prevent trespassing of members of the public for their personal safety. The adjacent Ball Colgrave commercial premises to the west and residential properties to the east of the site will be occupied and used during the Contract. Carry out the Works without undue inconvenience and nuisance and without danger to occupants and users.
- 190 EMPLOYER'S RULES AND REGULATIONS: Comply with the Employer's site rules and regulations affecting the site.
- 200 MOBILE TELEPHONES AND PORTABLE ELECTRONIC EQUIPMENT: Must only be used in safe and discreet areas.
- 210 EMPLOYER'S REPRESENTATIVES SITE VISITS: Inform the Architect in advance of all safety provisions and procedures (including those relating to materials which may be deleterious) which will require the compliance of the Employer or his representatives when visiting the site. Provide protective clothing and/or equipment for the Employer and his representatives as appropriate.
- Protective clothing and/or equipment: Provide and maintain on site for the Employer and the person stated in clause A10/140 and other visitors to the site.
- 220 WORKING PRECAUTIONS / RESTRICTIONS: The Contractor must use suitable Permit to Work systems as appropriate. This includes obtaining agreement and permission to work within areas made available by the Employer.

PROTECT AGAINST THE FOLLOWING

- 330 NOISE AND VIBRATION
- Comply generally with the recommended BS 5228: Part 1, clause 7.3 for minimising noise levels during the excavation of the works.
 - Fit all compressors, percussion tools and vehicles with effective silencers of a type recommended by manufacturers of the compressors, tools or vehicles.
 - Do not use or permit employees to use radios or other audio equipment at any time during the construction period.
- 340 POLLUTION: Take all reasonable precautions to prevent pollution of the site, the Works and the general environment including streams and waterways. If pollution occurs inform the appropriate Authorities and the Landscape Architect without delay and provide them with all relevant information.
- 350 PESTICIDES: Will not be permitted.
- 360 NUISANCE: Take all necessary precautions to prevent nuisance from smoke, dust, rubbish, vermin and other causes.

- 370 ASBESTOS CONTAINING MATERIALS: Report immediately to the Architect any suspected asbestos based materials discovered during demolition/refurbishment work. Avoid disturbing such materials. Agree with the CA methods for safe removal or encapsulation.
- 371 DANGEROUS OR HAZARDOUS SUBSTANCES: Report immediately suspected materials discovered during execution of the Works. Do not disturb materials. Agree methods with the CA for safe removal or remediation.
- 375 ANTIQUITIES: Report immediately any fossils, antiquities and other objects of interest or value discovered during execution of the works.
- Keep objects in the exact position and condition in which they were found.
 - Agree with the CA and specific requirements for removal and recording.
- 380 FIRE PREVENTION: Take all necessary precautions to prevent personal injury, death, and damage to the Works or other property from fire. Comply with Joint Code of Practice 'Fire Prevention on Construction Sites' published by the Building Employers Confederation and the Loss Prevention Council.
- 390 SMOKING ON SITE is strictly prohibited.
- 400 BURNING ON SITE: Burning of materials arising from the works will not be permitted.
- 405 WATER: Prevent damage from storm and surface water.
- 410 MOISTURE: Prevent the work from becoming wet or damp where this may cause damage. Dry out the Works thoroughly. Control the drying out and humidity of the Works and the application of heat to prevent:
- Blistering and failure of adhesion.
 - Damage due to trapped moisture.
 - Excessive movement.
- 430 WASTE
- Remove rubbish, debris, surplus material and spoil regularly and keep the site and Works clean and tidy.
 - Remove all rubbish, dirt and residues from voids and cavities in the construction before closing in.
 - Ensure that non-hazardous material is disposed of at a tip approved by a Waste Regulation Authority.
 - Remove all surplus hazardous materials and their containers regularly for disposal off site in a safe and competent manner as approved by a Waste Regulation Authority and in accordance with relevant regulations.
 - Retain waste transfer documentation on site.
- 440 ELECTROMAGNETIC INTERFERENCE: Prevent excessive electromagnetic disturbance to apparatus outside the site.
- 470 INVASIVE SPECIES: Prevent the spread of species (e.g. plants or animals) that may adversely affect the site or Works economically, environmentally or ecologically.
- Report immediately any suspected species discovered during execution of the Works. Do not disturb and agree methods for safe eradication or removal.

PROTECT THE FOLLOWING

- 505 WORK IN ALL SECTIONS: Adequately protect all types of work and all parts of the Works, including work carried out by others, throughout the Contract. Wherever work is of an especially vulnerable nature or is exposed to abnormal risks provide special protection to ensure that damage does not occur.
- 510 EXISTING SERVICES
- Notify all service authorities and/or adjacent owners of the proposed works not less than one week before commencing site operations.
 - Before starting work check positions of existing mains/services. Where positions are not shown on drawings obtain relevant details from service authorities or other owners.
 - Observe service authority's recommendations for work adjacent to existing services.
 - Adequately protect, and prevent damage to all services. Do not interfere with their operation without consent of the service authorities or other owners.

- If any damage to services results from the execution of the Works, notify Landscape Architect and appropriate service authority without delay. Make arrangements for the work to be made good without delay to the satisfaction of the service authority or other owner as appropriate. Any measures taken by the Architect to deal with an emergency will not affect the extent of the Contractor's liability.
 - Replace any marker tapes or protective covers disturbed during site operations to the service authority's recommendations.
- 520 ROADS AND FOOTPATHS: Adequately maintain roads and footpaths within and adjacent to and servicing the site and keep clear of mud and debris. During the Works, a designated area for wheel washing within the site boundary, adjacent to the site access point, will be set up if required to reduce any movement of debris onto the highway. The site access and highway is to be swept at regular intervals to further avoid movement of debris onto the main highway. Any damage to roads and footpaths caused by site traffic or otherwise consequent upon the Works must be made good to the satisfaction of the Local Authority or other owner. Bear any costs arising.
- 530 EXISTING TOPSOIL / SUBSOIL: Prevent over compaction of existing topsoil and subsoil in those areas which may be damaged by construction traffic, parking of vehicles, temporary site accommodation or storage of materials and which will require reinstatement prior to completion of the Works. Before starting work submit proposals for protective measures.
- 540 RETAINED TREES / SHRUBS / GRASSED AREAS
- Adequately protect and preserve, except those which are to be removed.
 - Replace to approval or treat as instructed any species or areas damaged or removed without approval.
 - Mature trees and shrubs which, due to the Contractor's negligence, are uprooted, destroyed, or in the opinion of the Architect, damaged beyond reasonable chance of survival in their original shape, must be replaced with those of a similar type and age at the Contractor's expense.
- 550 TREES TO BE RETAINED: Unless agreed otherwise by the Architect, do not:
- Dump spoil or rubbish, excavate or disturb topsoil, park vehicles or plant, store materials or place temporary accommodation within the branch spread.
 - Sever roots exceeding 25 mm in diameter.
 - Change level of ground within an area 3 m beyond the branch spread.
- 555 WILDLIFE SPECIES AND HABITATS: Protect habitats and species; upon discovery immediately advise, do not proceed until instruction is received. Ensure employees and visitors to the site receive suitable instruction and awareness training.
- 560 EXISTING FEATURES: Prevent damage to existing buildings, fences, gates, walls, roads, paved areas and other site features which are to remain in position during the execution of the Works.
- 570 EXISTING WORK
- Prevent damage to existing work, structure or other property during the course of the work.
 - Remove the minimum amount necessary.
 - Replacement work is to match existing.
- 625 ADJOINING PROPERTY RESTRICTIONS: Prevent trespass of workpeople. Take all reasonable precautions to prevent damage to the adjacent property. Pay all charges. Remove and make good on completion or when directed. Bear cost of repairing damage arising from execution of the Works.
- 630 EXISTING STRUCTURES
- Provide and maintain during the execution of the Works all incidental shoring, strutting, needling and other supports as may be necessary to preserve the stability of existing structures on the site or adjoining, that may be endangered or affected by the Works.
 - Support existing structure as necessary during cutting of new openings or replacement of structural parts.
 - Do not remove supports until new work is strong enough to support the existing structure. Prevent overstressing of completed work when removing supports.
 - Comply with BS5975 and BS EN 12812.

- 640 MATERIALS FOR RECYCLING / REUSE: Sort and prevent damage to stated products or materials, clean off bedding and jointing materials and other contaminants.
- Stack neatly and protect until required by the Employer or for use in the Works as instructed.

A35 SPECIFIC LIMITATIONS ON METHOD / SEQUENCE / TIMING

- 110 SCOPE: The limitations described in this section are supplementary to limitations described or implicit in information given in other sections or on the drawings.
- 120 ACCESS TO THE SITE: See section A12.
- 130 USE OF THE SITE: See section A12.
- 130 METHOD / SEQUENCE OF WORK
- Works to be undertaken as per an agreed phasing plan which will be approved before the commencement of works.
- 160 USE OR DISPOSAL OF MATERIALS
- Times of delivery and disposal of materials to be agreed with the Local Authority and Highways Department.
- 170 WORKING HOURS
- 8.00 am - 6.00 pm Monday to Friday TBC.
 - Should the Contractor wish to work additional hours to those indicated, he must obtain the prior written approval in writing of the Employer. Such approval should it be given, will not entitle the Contractor to claim for any additional costs associated with the working of longer hours or overtime.

A36 FACILITIES / TEMPORARY WORKS / SERVICES

GENERALLY

- 110 LOCATIONS: Inform and agree with the Architect of the intended siting of all temporary spoil heaps, temporary works and services.
- 120 MAINTAIN, alter, adapt and move temporary works and services as necessary. Remove when no longer required and make good.

ACCOMMODATION

- 210 ROOM FOR MEETINGS: Site meetings will be held within the Contractor's Huts.
- 230 TEMPORARY ACCOMMODATION: Accommodation made available by the Employer: The following may be used for the duration of the Contract without charge provided that:
- It is used solely for the purposes of carrying out the Works.
 - The use to which it is put does not involve undue risk of damage.
 - Any temporary adaptations are approved by or on behalf of the Employer before being carried out.
 - It is vacated on completion of the Works or determination of the Contract
 - When vacated, its condition is at least equivalent to its condition at the start of the Contract.
 - No areas are likely to be available for use by the Contractor
- 280 EXISTING ACCOMMODATION: Temporary accommodation is prohibited and should only be used to facilitate the works.
- 320 TEMPORARY WORKS: Provide a secure working area including temporary secure fencing.