



## CONSTRUCTION MANAGEMENT PLAN

For

Barrowden Community Hub (Formerly Village Hall), Wakerley Road, Barrowden, to satisfy Discharge of Condition 5, planning permission ref. 2023/0155/FUL

Prepared by



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on behalf of Barrowden Village Hall Development Group

**April 2024 Revision A**

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### NOTE:

**Example** : Text highlighted in yellow was added to the document further to comments made by highways during the application process

**Example** : Text highlighted in grey has been added to the document further to comments from the refusal

**1) PLANNING PERMISISON REFERENCE 2023/0155/FUL – CONDITION 5 – extracted wording:**

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No development shall take place until a Construction Management Plan has been submitted to and approved in writing by the Local Planning Authority. The Construction Management Plan shall include the following:-

- a) A scheme for the monitoring, reporting and control of construction noise and vibration including hours of working and scope for remedial action.
- b) A scheme for the control of dust and scope for remedial action in the event that dust is identified as an issue or any complaints are received.
- c) A scheme of chassis and wheel cleaning for all construction vehicles to include the details of location and specification of a fully working jetted drive-thru bath type wheel wash system together with hard surfacing laid between the apparatus and public highway in either concrete or tarmacadam, to be maintained free of mud, slurry and any other form of contamination whilst in use. A contingency plan including if necessary the temporary cessation of all construction operations to be implemented in the event that the approved vehicle cleaning scheme fails to be effective for any reason.
- d) Haul routes to the site and hours of delivery.
- e) Measures to ensure that vehicles can access the site upon arrival to ensure that there is no queuing on the public highway.
- f) Details of site compounds, storage area and contractor and visitor parking.
- g) Details of the site enclosure or part thereof and gated site security.
- h) Confirmation that tree protection measures are in place.
- i) Confirmation that any demolition will be carried out in accordance with the ecological assessment.
- j) A scheme for dealing with complaints.

The development shall thereafter be carried out in accordance with the approved Construction Management Plan.

Reason: In the interests of highway safety and to comply with policy SP15 of the Site Allocations and Policies DPD.

## 2) INTRODUCTION

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The purpose of this Construction Management Plan is to outline the approach to managing the construction works, which will include the demolition of the existing Barrowden Village Hall and the construction of the new Barrowden Community Hub on the same site. This document contains specific comments on site establishment, logistics and the process of managing the overall environment surrounding the Development. It will also ensure that the construction works cause minimum disruption to the local community with a safe working and living environment maintained. The Construction Management Plan will constantly be reviewed as part of The Construction Phase Health and Safety Plan. These proposals are to enable third parties to understand the nature of the works and the various construction activities associated with the Development. This Construction Management Plan is subject to third party approvals and therefore amendments are likely. Formal approvals and activity methodology will be addressed in detailed submissions to the design team and the Client. A liaison with the neighbours and interested parties will continue throughout the project, as information is updated and as the project develops. Particular attention will be paid to ensure that the neighbours are kept apprised of progress and future works on the project. The information provided in this document is an overview of the proposed key project activities at the new Barrowden Community Hub. Generic statements herein are to be further developed into plans, procedures and detailed method statements as the project develops. This Plan is to inform interested parties. It will be used as the background for the detailed construction method and risk assessments and will be included in all specialist trade contractor portions of the works. Please note that for the purposes of this document "the Contractor" refers to both the enabling demolition contractor and the main contractor, should they be different parties.

## 3) DESCRIPTION OF THE WORKS

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This project includes the demolition of the current 1920s Barrowden Village Hall, and the construction of the new Barrowden Community Hub on the same site, with associated landscaping and the provision of new parking to the west of the site.

## 4) DUST POLLUTION AND NOISE MITIGATION STRATEGY

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The local authority has the power under the Clean Air Act 1993 to limit the dust, emissions and odours generated by a site. Failure to comply with these limits can result in abatement notices being served if complaints are made. Complaints can be avoided by adopting the following good working practices:

Identify sensitive receptors and inform the authorities of any likely nuisances that may occur.

Instigate control measures to mitigate any negative impacts.

The Site Manager will be responsible for developing a daily monitoring and checking regime to consider dust conditions whilst noting weather conditions, construction activities, their location and duration on site. As part of this monitoring a contingency plan of "RISK IDENTIFICATION" on the risks notice board will make site workers aware that dust is a risk on that day.

All spoil movements in HGV's must ensure the load is covered when leaving site.

### **Dust Suppression:**

The Site Manager will be responsible for checking the weather forecast during summer months and extended dry periods to ensure that the correct equipment is in place and fully operational to carry out the following actions:

Plant and deliveries will be delivered off Wakerley Road.

During the groundworks stage water will be used to suppress the dust whilst spoil is moved and transported around and off site.

Dust suppressors will also be a requirement, and a site rule, to all mechanical cutters and plant that generate dust.

### **Water Damping:**

The fine spraying of water is the most effective way of suppressing dust. This will be carried out with a water bowser and hose. Spraying will be repeated regularly during extended warm and sunny conditions; however, spraying will not be allowed to create excessive mud, which could cause run-off into drainage systems or water courses. Consideration for spraying is as follows:

### **Areas of unpaved work subject to traffic or wind, sand, spoil and aggregate stockpiles:**

During the loading and unloading of dust-generating material, damping down of soft landscape and stockpiles will be provided, particularly during extended dry weather, to mitigate potential airborne particles.

### **Dust Screening:**

If the generation of dust cannot be avoided it may be necessary to erect screens to act as wind breaks or dust barriers. These will take the form of permeable or semi-permeable fences but may have to be designed to resist high wind loads. Permanent features such as fencing (where practicable) will be erected early in the project.

**Avoiding Dust Generation:**

The following are measures that will be adopted to avoid dust:

**Damp down Hand Tools:**

- Cutters and grinders will have dust suppression and water attachments.
- Where practicable cutting of masonry will be carried out away from existing houses.
- Wood cutting tools and drills will have dust suppression via dust collection units.

Pre-construction information, inductions and toolbox talks will be provided throughout the life of the project to communicate the controls. It is not proposed to allow HGVs completely onto the site, due to the tight site working and compound areas and turning circles, therefore there is no proposal for formal wheel washing facilities. A pressure washer will be provided on site for the use of the drivers of all and any vehicles that exit the site. A road sweeper will be used weekly or as required to ensure the highway is always free from debris. The main access road – Wakerley road – will also be cleaned weekly. Site access will be from Main Street onto Wakerley Road. It is proposed that NO construction vehicles over the size of a white van are permitted to use Kings Lane during the construction works, and the Contractor will ensure that this is enforced through pre-start training and appropriate signage on Wakerley Road and Chapel Lane.

**Noise Suppression:**

Construction site operations will be restricted to: 08:00 – 18:00 Monday to Friday, and 08:00 – 13:00 Saturdays. No working on Sundays or Bank Holidays. Varying site activities will produce shifting noise levels which will be kept to a minimum from neighbouring properties. Live power from the national grid will be provided as early in the project as possible limiting the use of generators. The intention is that only one delivery/ HGV movement occurs on site at any one time. This is to be included on all orders, discussion at pre-start meetings with sub-contractors and at toolbox talks.

**5) CONSTRUCTION MANAGEMENT ACTION PLAN**

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The following sections outline the key elements for consideration. This document demonstrates the clients', and thereby ultimately the Contractor's, commitment to manage, control and where possible mitigate the impact of the works on the local community and infrastructure.

**IDENTIFIED H AND S RISK AND SUGGESTED CONTROL MEASURE**

Hours of Working Normal construction site hours: 8.00 am to 6.00 pm – Monday to Friday, 8.00 am to 1.00 pm – Saturday. No working on Sundays or Bank Holidays. Noise and Vibration Work in accordance with the recommendations of BS 52281, Control of Noise at Work Regulations 2005 and the Environment Agency. The contractor will consult with adjoining neighbours and agree, if possible, certain times of day when noisy work is minimised.

Asbestos: An asbestos refurbishment and demolition survey has been carried out, identifying asbestos roof tiles, and asbestos-contaminated materials will be removed prior to commencement of any works on site.

Existing Services Underground and Overground: All existing services will be identified prior to commencement of any works on site. A site-wide underground utilities' survey has been commissioned.

Deliveries/ Storage/ Removal of Materials: All Deliveries will be via Wakerley Road. Storage will be on the dedicated site compound (see plan). Removal of spoil will be via Wakerley Road. The site configuration determines, at this time, that there will be insufficient space on site for HGVs to park up long-term, and it is proposed, subject to exact detailing with the appointed contractors, that all deliveries will be road-side, and manhandled/removed via a low-loader.

Dust: All dust levels are to be kept to a minimum and where possible controlled at source using dust suppression systems (see above). Site operatives are to wear suitable PPE/RPE where the levels of dust cannot be controlled, ensuring exposure is well within legal limits.

Work with Ionising Radiation: We do not anticipate any hazard from ionising radiation; however, any activity involving the release of ionising radiation will be notified and carried out in accordance with the HSE approved code of practice.

UV protection: UV protection from the sun is provided indirectly by the site rules requiring safety helmets and appropriate clothing with no shorts or bare tops. If necessary additional guidance will be provided in accordance with the HSE approved guidance.

Control of lifting operations: Lifting operations' procedures will be contained within the Contractor's H and S policy. Specific lifting operations will be controlled through risk assessments and method statements and the appropriate lifting plans.

Work in excavations and poor ground conditions: The Contractor's Health and Safety procedures for work in excavations and poor ground conditions will be controlled through risk assessments and method statements appropriate to the specific situation and will be in accordance with the HSE approved guidance.

**THE APPOINTED CONTRACTOR'S H AND S OBJECTIVES/STANDARDS FOR THE PROJECT**

The Contractor will be required to achieve the following objectives/standards while carrying out the construction work for this project.

- Prevent accidents and ill health to staff, sub-contractors, third parties and members of the public.

- All works to be carried out in accordance with all relevant legislation and Codes of Practice.
- Provide a place of work that is safe and without risk to health, and is safe with welfare to all those involved in the project and third parties.
- Consult and communicate to all those involved in the project and listen to given feedback.
- Subscribe to and maintain the standards set out under the Considerate Contractors Scheme. (Application to be processed).
- Aim for no RIDDOR reportable accidents.
- Keep possible disturbance to local residents, businesses and general public to absolute minimum.

#### **LIASON BETWEEN PARTIES**

The Contractor and the sub-contractors are required to co-operate fully with other parties involved in the project, to identify issues that may affect Health and Safety arrangements on the project. Regular project progress meetings will be held with the designers and sub-contractors involved in the project, to ensure live communications between all parties involved. Meeting minutes and any other relevant information will be circulated to all the relevant parties and all attendees.

Liaison with Parties Outside the Project:

The Contractor will ensure that regular liaison is carried out between the Site Management and local residents, local businesses and the County Council.

#### **CONSULTATION WITH WORKFORCE**

The Contractor will be required to acknowledge that workforce consultation plays a key role in the effective Health and Safety management on site. At the site induction the Contractor will encourage the sub-contractors to make suggestions, report any unsafe situation, near misses and communicate their concerns and ideas regarding Health and Safety to the site team. The Contractor will consider any reasonable request made by the site team or the subcontractors regarding Health and Safety matters on site.

#### **SELECTION OF SUB-CONTRACTORS**

The Contractor will be required to recognise the legal requirement to ensure that sub-contractors appointed directly by the company have the necessary Health and Safety competence and resources to carry out their work in a safe manner. The Contractor will maintain an approved list of sub-contractors and designers from which the sub-contractors will be selected and appointed. Any prospective sub-contractor not already approved by the company will complete an appropriate sub-contract Health and Safety questionnaire which will be appraised by the Contractor. This requirement relates to the first application to be included on the approved list, thereafter resubmissions will be at the company's discretion. Sub-Contractors are prohibited from further subcontracting any work without the written authority of the Contractor and only then to contractors who meet the pre-qualification criteria.

#### **H AND S INFORMATION FOR SUB-CONTRACTORS**

Sub-contractors will be issued with relevant Health and Safety information during the tender process to allow them to resource and plan their works accordingly. The Health and Safety Conditions for sub-contractors will be issued to every sub-contractor and will be applicable to this project. Every sub-contractor will attend a pre-start meeting at which the Sub-contractor quality and safety summary is completed to identify duty holders, allocate responsibilities, record common facilities and identify high risk activities and the associated controls required. Everyone prior to starting work on site will receive Induction Training from the site management at which time all appropriate Health and Safety information will be given. In addition to the daily management and monitoring of site activities there will be specific progress meetings where Health and Safety will be an agenda item. Health and Safety meetings where sub-contractors and the workforce will be consulted will be held and there will be briefings for all personnel engaged in high-risk activities.

#### **SITE SECURITY**

- All Visitors will be requested to identify themselves. They will not be allowed on site until the Contractor has greeted them to undertake a site Induction or to escort them around the site.
- All other entrances and exits to the site will always remain secured.
- Site Management will make regular inspections of the site boundary to ensure the perimeter is fully secure.
- The Site Manager is responsible for ensuring the site is secure at the end of each working day including the removal or locking down of any access ladders/ stairs to scaffolding.

#### **RISK MANAGEMENT**

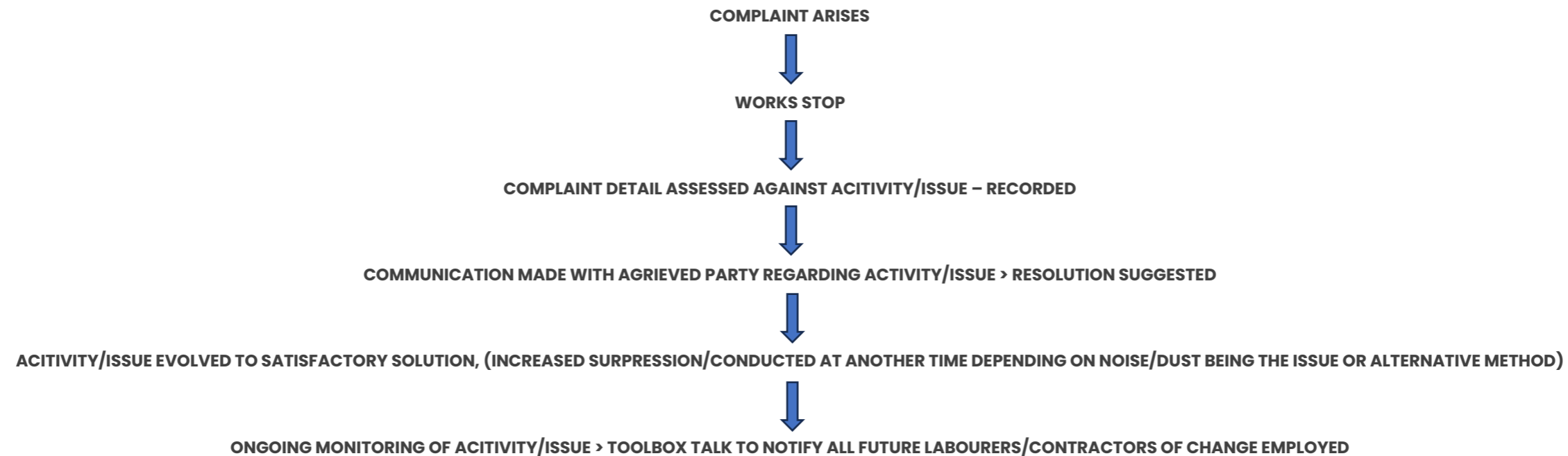
All persons associated with site activities which create significant risk of injury will be specifically briefed in the hazards and control measures applicable to the safe system of work. A record will be maintained of the briefing/training. All subcontractors must sign their relevant company's RAMS to ensure they have read and understand their Health and Safety responsibilities.

#### **COMPLAINTS**

Any complaints due to site noise, dust or other anti-social or hazardous activities shall be reported direct to the Site management and the Contractor shall ensure that all complaints, whether deemed reasonable or unreasonable are addressed promptly and a written response is given to the aggrieved party. Contact information will be advertised as to where complaints should be directed. This will be advertised on the herras fencing alongside the

architects and contractors sign board and health and safety signage at the site entrance. We can now confirm that the appointed contractor is Messenger Construction Ltd, their contact information will be featured on their sign board, along with the site foreman's phone number.

Regards complaints it is worth noting that Messenger Construction have allowed for a third party site health and safety audit conducted monthly on site which should, alongside their own internal site audit, drastically reduce the chance of complaints, however in the event of a complaint the following action plan will be employed:



#### **SPECIFIC TRAINING**

All persons either employed or sub-contracted as plant operators, scaffolders, etc. will be required to be trained to an appropriate training standard, either a CITB Certificate of Training Achievement or equivalent scheme. A basic level of training is mandatory therefore all operatives/staff will have a CSCS card as a minimum requirement of basic Health and Safety Awareness.

#### **TOOLBOX TALKS**

Toolbox Talks will be given to instruct and train employees and sub-contractors on specific site tasks as and when necessary. These Toolbox Talks will be recorded, and a record maintained on site.

#### **WELFARE FACILITIES**

Welfare arrangements for this project will be proportionate to the site, and will include as a minimum boiling water, drinking water, toilets, First Aid. The welfare arrangements will be explained to all personnel at the Induction training.

#### **FIRST AID**

A suitably equipped First Aid Box with eye washing solutions will be always available on site together with a minimum of one trained First Aid provider. When a contractor is required to work on site when the Contractor is not available, enquiries will be made with those contractors to ensure the availability of a First Aider or an Appointed Person (EFAW). First aid facilities will be assessed and provided as per the Health and Safety (First Aid) Regulations 1981 and a suitable First Aider will remain available throughout the contract. If for any reason the appointed First Aider is not available on site, the site manager will make enquiries with the other contractors on site to ascertain if they have any qualified First Aiders.

#### **FIRE AND EMERGENCY PROCEDURES**

The Contractor will be required to make arrangements for dealing with emergency situations as follows:

Site notice boards displayed at appropriate locations will be provided with an Emergency Contacts notice which will provide details of:

- The person responsible for emergency contingencies.
- The procedure for calling Emergency Services.
- The telephone number and address of the local Hospital, Doctor, Police Station, Gas Provider and Electricity Provider.

- The name and location of first aiders.

The site manager responsible for emergency arrangements and muster point arrangements will bring this to the attention of all persons at the induction training. The Contractor will be required to develop a site fire plan to identify the proposed fire escape routes and how to raise the alarm. Fire Extinguishers will also be provided on site.

#### **ACCIDENTS' REPORTING**

The Contractor's procedures for investigation and reporting of accidents will be detailed in the Accident and Incident Reporting and Investigation Procedure. All accidents will be investigated, and action taken to prevent a recurrence. This includes accidents or incidents involving injury, ill-health and property damage. The depth of the investigation and nature of the report will depend upon the severity and complexity of the accident. Accident investigation and reporting will be carried out by the site management with the assistance of the company safety advisers and will always investigate and report on all accidents. Through induction, pre-start meetings and by the issue of Health and Safety conditions for sub-contractors, all persons on site are informed of the procedures for accident reporting. The Contractor will provide access to an electronic Accident Book, within which all accidents must be recorded. Sub-contractors are responsible for investigating and reporting accidents under their control. They will submit to the Contractor a copy of all RIDDOR Reportable Accidents. Sub-contractors will notify the Contractor immediately of any major injury, dangerous occurrence or accident to a third party and they will in conjunction inform the Health and Safety Executive.

#### **HEALTH & SAFETY POLICIES and RISK ASSESSMENTS**

The Contractor will be required to carry out Risk Assessments for Site Based Activities which are included in the Site Health and Safety File. For the specific activities in the proposed works carrying significant Health and Safety risks, which are not covered in the company Risk Assessments for Site Based Activities, the company will develop specific Risk Assessments and Method Statements. All sub-contractors are required prior to commencing work on site to provide RAMS for their activities on site. Their RAMS are to be included in their company's Health and Safety Policy, a copy of which will be available in the site office. The sub-contractor's Health and Safety policies and RAMS will be checked by the Site Manager/Contracts Manager/SHE Manager for compliance with the Contractor's procedures and monitored by the Director responsible for Health and Safety.

#### **COSHH ASSESSMENTS**

Where harmful substances cannot be substituted with less harmful substances, each sub-contractor will be required to maintain and issue a register containing all harmful substances that they intend to use on this project. For each hazardous substance or process identified, the sub-contractor responsible shall produce a task specific COSHH Assessment and issue a Material Data Sheet for the substance. These will be maintained within the site office. When using hazardous substances, the sub-contractor must provide evidence that the findings of each COSHH Assessment has been communicated to their operatives and those affected by the use. These records will be maintained within the project office.

For the usual activities involved in the construction process the Contractor will carry out COSHH assessments which will be included in the site file. In-house Health and Safety Advisors will be responsible for carrying out further COSHH Assessments, as required, for any additional substances used on the project.

#### **ARRANGING FOR MONITORING**

The Contractor will be required to make arrangements for monitoring Site Health and Safety are as follows:

- The Site Management are responsible for the daily monitoring of Health and Safety.
- The Site based Management Safety Representative is responsible for monitoring Health and Safety and they will conduct a weekly formal inspection.
- The Company's Health and Safety Advisers will visit the site on a monthly basis, or as deemed as necessary, and will conduct formal audits and inspections.
- All accidents and incidents will be investigated and recorded as per the detail in the Health and Safety File.
- Progress meetings will be held at which the Health and Safety performance will be reviewed. At contract completion a review of the Safety Management System and performance of subcontractors will be undertaken.

#### **TREE PROTECTION**

All trees and their root protection areas within the Paddock are excluded from the site area, therefore no protection measures are employed.

#### **6) WASTE MANAGEMENT PROCESS**

Waste materials fall into three categories for management:

Re-use of materials: 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.

Recycle: If the surplus material cannot be re-used in its present form but could be used in a different form. Designated Waste Area set up on site – All skip bays to have relevant signage. o All waste will be placed in the relevant skips provided to provide segregation at source, e.g. timber, plasterboard, light weight compactable.



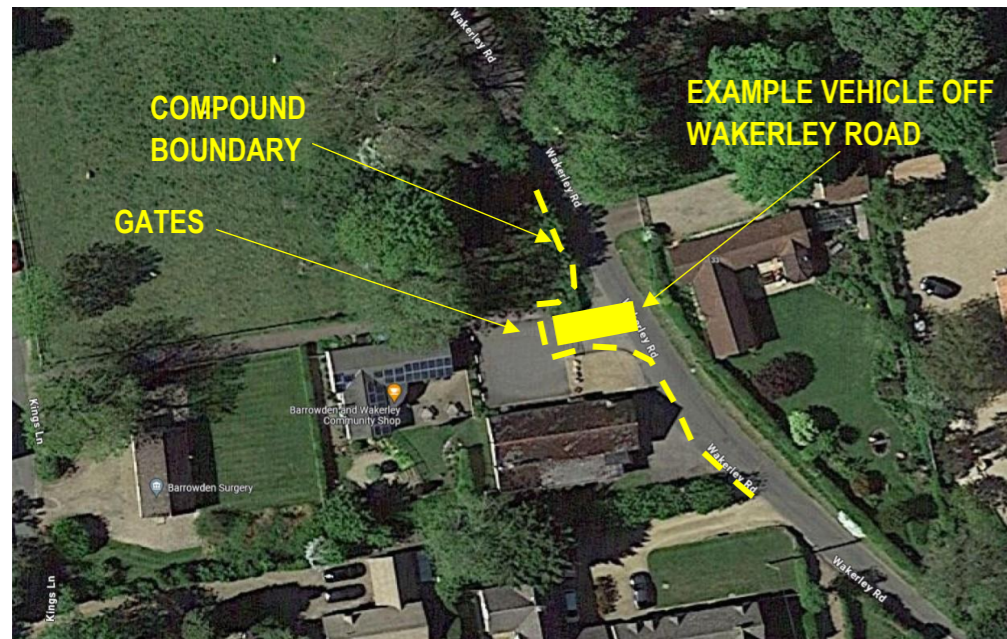
- All brick and block rubble to be crushed or utilised on site under driveways/footpaths.
  - Pallets – returned to provider.
  - Mini skips on site will be colour coded/signed to ensure segregation of waste streams.
  - Hazardous waste station set up for mastic tubes, paint tins etc.
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- Landfill: If either of the above cannot be satisfied, then the only option is to send the surplus materials to landfill.
  - General Waste Skips – Last resort.

## 7) SITE DELIVERIES

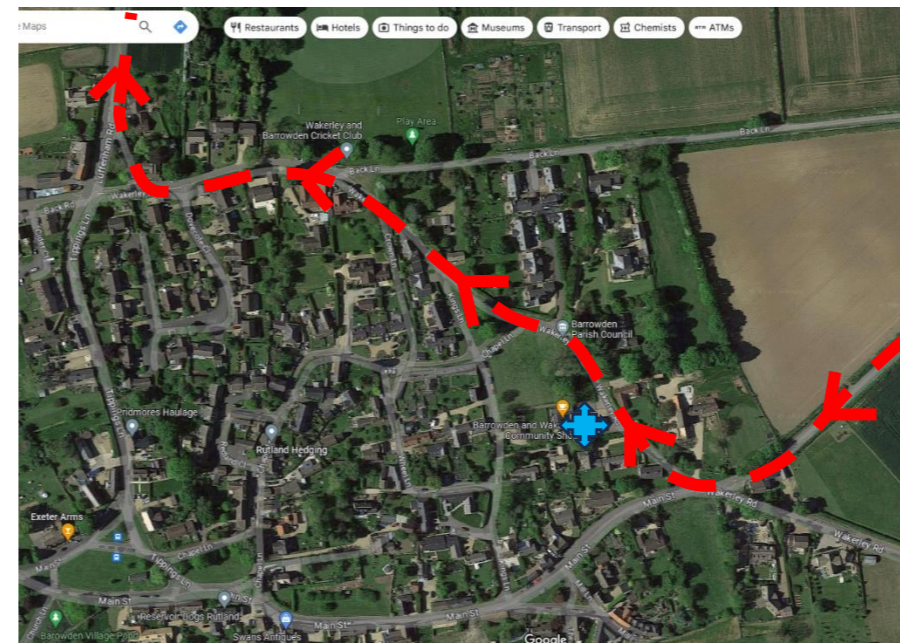
Due to the narrow streets in the vicinity, it is proposed that vehicles arriving from the access road off A47, will pass round the village and onto the site **off** Wakerley Road, the deposit or collection of materials will be managed on arrival by the site foreman. The vehicle will then reverse back out on to the carriageway utilising a banksman, and then continue up Wakerley Road, turning right onto Luffenham Road to reach the A47. See plans below. **All collections/deliveries will made immediately upon the arrival of each vehicle (managed by the site foreman) to ensure any disruption to the public highway is kept to a minimum. We will provide an area on site that is suitable for loading and unloading to ensure that free flowing traffic along Wakerley Road isn't impacted.**

- Please see attached revised block plan
- **Deliveries will be scheduled to the best of the site foreman's' ability with a minimum of one hour separation.**
- A banksman will used when vehicles reverse out of the site.
- The length of the delivery vehicles will be controlled by the contractor

**As seen below, the site entrance gates will be set back to allow vehicles to pull in quickly, straight off the road to minimise impact to the flow of the traffic using the road.**



**Image 01: Site deliveries**



**02: Local delivery route through village**

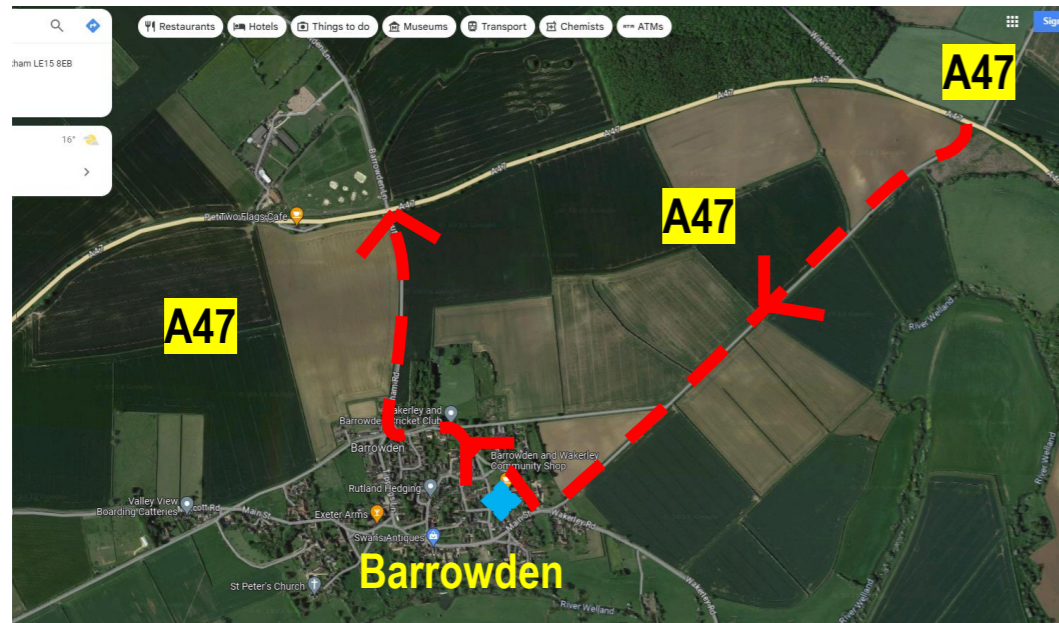


Image 03: Wider delivery route from A47

## 8) SITE COMPOUND

Please see attached to this plan

See attached revised plan which captures changes noted in this updated management plan

## 9) ECOLOGY

We can confirm that the demolition of the existing village hall will be carried out in accordance with the ecological assessment. Furthermore, taken from the Habitat Scoping Survey prepared by Peartree Ecology submitted with the application, the following will be employed:

6.2.1 Trees and Shrubs (Mitigation and Best Practice) Loss of mature broadleaved trees shall be avoided where possible. No storage of materials, equipment or plant shall take place under the 'drip-zone' of retained mature trees (i.e. under their canopy). Best practice should be followed (i.e. BS5837: 2012 Trees in Relation to Construction) to ensure individual mature trees are not adversely affected

6.2.2 Amphibians (Best Practice) Should any amphibians be found during any site clearance works the animals shall be placed carefully by hand outside the main development site. If any newt species are found then work should cease and a qualified ecologist shall be contacted for advice.

6.2.3 Badger (Best Practice) If any trenches dug during works activities are left open over night, they shall be left with a sloping end or ramp to allow any badgers or other animals that may fall in to escape. Also, any pipes over 200 mm in diameter shall be capped off at night to prevent animals entering. See Section 6.5.1 below).

6.2.5 Nesting Birds (Mitigation) Any site clearance works including tree, shrub or climbing plant removal (if required) on site shall be timed to avoid the bird breeding season, which runs from March to September (inclusive). This is to avoid adverse impacts to any active nests present. If it is necessary to carry out the work during the breeding season, then a survey must firstly be carried out by a qualified ecologist.

6.5.3 Nesting Birds If it is necessary to carry out site clearance including tree, shrub or climbing plant removal during the bird breeding season, then a nesting bird survey must be carried out by a qualified ecologist prior to works going ahead to ensure that no active nests will be affected. If active nests are found then work will have to be delayed in that area until all chicks have fledged.