

CONSTRUCTION MANAGEMENT PLAN

Prepared On Behalf Of Portman Homes Ltd.

For The Proposed Development At:

**7 Mount Harry Road
Sevenoaks
Kent
TN13 3JH**

Site Contact Details – Weekdays and Out of Hours

Site Manager:- Andy Grix

Contact Number: 07976 229313

Site Operating Hours

Normal hours of working are:

Monday to Friday: 07:00 – 18:00

Saturday: 08:00 – 13:00.

Sunday and Bank Holidays: No works to take place

1. Site Safety - Hoardings and Site Gates

The site area will be enclosed with secure hoarding/fencing with the existing driveway into/out of the site, to be retained and used to access the site. Padlocks will be used to secure the site gates when the site is not in operation.

The site entrance will be suitably signed and altered, if necessary, as work proceeds. All visitors to site will be required to report to the Site Manager on arrival.

There will be notices affixed to the hoarding / gates to identify key site personnel (names and mobile numbers), and also an out-of-hours 24-hour security phone number for emergencies, or enquiries beyond normal working hours.

2. Site Accommodation

Site accommodation will be located fully within the construction site; please see Proposed Site Management Plan in Appendix A of this document. It will provide both office accommodation for staff, as well as welfare facilities for site operatives.

Suitable security will be provided to the office and welfare accommodation, with access points into these being strictly controlled and locked at the end of each working day, to maintain security and safety throughout.

Please refer to Proposed Site Management Plan in Appendix A for further details.

3. Site Management, Traffic and Deliveries

All suppliers will be provided with a delivery route map as part of the ordering confirmation paperwork. The paperwork, in addition to verbal instructions, will stipulate that delivery drivers must strictly adhere to the given route.

It is envisaged that all site deliveries will be brought directly into the compounded site area and will not be left outside the site gates.

The building contractor will operate strict delivery control measures to ensure that all deliveries are co-ordinated and controlled. Deliveries will be pre-arranged with the site manager with strict time slots, to ensure there are no multiple deliveries at any one time and deliveries will only occur during site operating hours. Drivers will be refused entry into the site while another delivery is occurring at the property. This process will alleviate traffic issues, minimise disturbance to neighbours and keep the site access clear.

Strict delivery and site rules will emphasise standards of behaviour, cleanliness and routing.

All delivery vehicles will be controlled within a safe zone at the site entrance, or moved directly into the site.

Delivery vehicles will be seen into and out of the site by a banksman and vehicles will unload into the designated materials storage area. See attached Proposed Site Management Plan in Appendix A.

On departure, all vehicles will be checked for cleanliness, and appropriate measures taken if additional cleaning is required (brushing or wheel-washing).

4. Wheel Washing Facilities

Wheel washing facilities will be established on site, near to the exit gates; see attached Proposed Site Management Plan in Appendix A. All vehicles will be inspected prior to leaving the site and wheel cleaning will be employed, as necessary, to prevent mud / concrete etc from the construction works being deposited onto the local carriageways. This will be carried out by a designated operative, suitably attired for this work, as follows;

1. 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.
2. Following step one, wheels will be washed using a high pressure jet wash lance, ensuring that any residual deposits lodged in the tyres 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.

5. Site Operative Parking

A separate area within the site will be designated for the parking of site operatives' vehicles. See attached Proposed Site Management Plan in Appendix A.

6. Noise, Dust & Vibration Control

Noise will be kept to a minimum at all times. This includes the use of site radios and any mechanical or electrical equipment being used during working hours. Specific measures to be taken will include the following:-

- i. Noisy works are to be limited to the hours of 8am-6pm Monday to Friday and no noisy works on Saturdays. Site will not be operational on Sundays or Bank Holiday Mondays;

- ii. Ensuring all equipment is well maintained and using mufflers or damping materials on tools/equipment, where possible. Mufflers will remain in place and be kept in good working order;
- iii. Selection of the best and most efficient type of plant and equipment for the job in question, ie not over-powered or under-powered, or more modern tools, which tend to be quieter than older versions;
- iv. Use of quieter tools or methods, where a selection of tool choices or methods exists;
- v. Noisy equipment to be switched off, when not in use;
- vi. Plant and vehicles to be started up sequentially, rather than all at once;
- vii. Avoidance of engine revving, with all vehicles to be switched off when not in use or stationary;
- viii. The site manager is to be responsible for liaising with all contractors on site, before they commence work, to highlight noise issues and the necessity to limit noise for the local residents;
- ix. Contact details of the site manager are included on page 2 of this document and will also be displayed in a prominent position at the entrance to the site, for the duration of the building works. Should local residents need to discuss any particular concerns, they will be able to speak with the site manager directly.

Dust control measures will be implemented when petrol operated grinders and cutters need to be used. Water will be used to suppress the dust created from any such operations.

Vibration will be controlled to the best of our ability. If vibration issues cannot be avoided in any way, then they will be controlled within working hours.

7. Waste & Material Reuse

Building materials generated from site works will be reused, where possible, to reduce waste. Where this is not possible, materials will be segregated into covered skips, located within the site compound and removed by appropriate registered / licensed companies. This will be worked with site management to co-ordinate with *Site Management, Traffic and Deliveries*.

8. Storm Water & Site Water Control

Until such time as new drainage is installed to the properties, current waste and storm water locations on site will be used.

All control measures discussed within this document will be implemented to ensure pedestrian and highway safety at all times. Portman Homes Ltd will always seek to work with neighbours to ensure that site operations cause the very least amount of impact and disturbance during the build phase.

APPENDIX A

Site Management Plan

SITE MANAGEMENT PLAN

