



DEMOLITION AND CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN

SITE

The Emmbrook School

CLIENT

Wokingham Borough Council

DATE

November 2025

1.1 INTRODUCTION

- 1.1.1 This Construction and Environmental Management Plan (CEMP) has been prepared by DHA Planning on behalf of our client, Wokingham Borough Council (WBC) to discharge condition 4 of Planning Permission 223604, which allowed:

'Full application for the proposed erection of a two storey 6th form centre with external stairway and disability ramp and a single storey office/admin centre with external disability stairway and disability ramp along with landscaping works following demolition of the existing admin block.'

- 1.1.2 Condition 4 of planning permission 223604 (henceforth referred to as "the planning permission") states:

No development shall take place within each Phase, including any works of demolition, until a Construction Environmental Method Statement and Management Plan in respect of that Phase has been submitted to, and approved in writing by, the local planning authority. The approved Statement shall be adhered to throughout the construction period. The Statement shall provide for:

- i. the parking of vehicles of site operatives and visitors,*
- ii. loading and unloading of plant and materials,*
- iii. storage of plant and materials used in constructing the development,*
- iv. the erection and maintenance of security hoarding including decorative displays*
and facilities for public viewing, where appropriate,
- v. wheel washing facilities,*
- vi. measures to control the emission of dust and dirt during construction,*

- vii. a scheme for recycling/disposing of waste resulting from demolition and construction works,*
- viii. the control of noise (including noise from any piling)*
- ix. the control of lighting*

- 1.1.3 This document details the likely timetable for delivery and demolition and construction hours of working, where operative vehicles will park, how delivery to the site will be managed and measures to control noise, dust and lighting arising from the construction phase of development.
- 1.1.4 This document is intended to be a 'live report', which will be updated and amended as and when programming for construction is confirmed. Any material changes will be discussed and agreed with Medway Council.

1.2 SITE LOCATION AND DEVELOPMENT PROPOSAL

- 1.2.1 The Emmbrook School is a secondary school located to the south of Emmbrook Road, approximately 1.7 kilometres northwest of Wokingham town centre. The site is bound to the north, east and west by residential dwellings, with a railway line bounding the site to the south. Immediately to the east, south and west are trees and hedgerows.
- 1.2.2 The school is currently designated as a 7FE but with a total of 1,198 pupils, 125 of which are sixth form pupils. The school currently employs 126 staff members, 89 full time and 37 part time. The school day runs between the hours of 08:25 and 14:55 and it is noted that the school remains open until 18:00 for after school sports clubs.
- 1.2.3 The proposed development relates to the provision of a new sixth form building, reception/admin extension following demolition of the existing admin block and other landscaping works.
- 1.2.4 The proposed development is to be delivered in phases as set out below:
 - Phase 1: Sixth Form building
 - Phase 2: Admin building
 - Phase 3: Demolition of existing building and landscaping
 - Phase 4: Internal alterations and landscape courtyard
- 1.2.5 This CEMP relates to Phase 1 only but is likely to be replicated for each phase.

1.3 CONSTRUCTION CODE OF CONDUCT

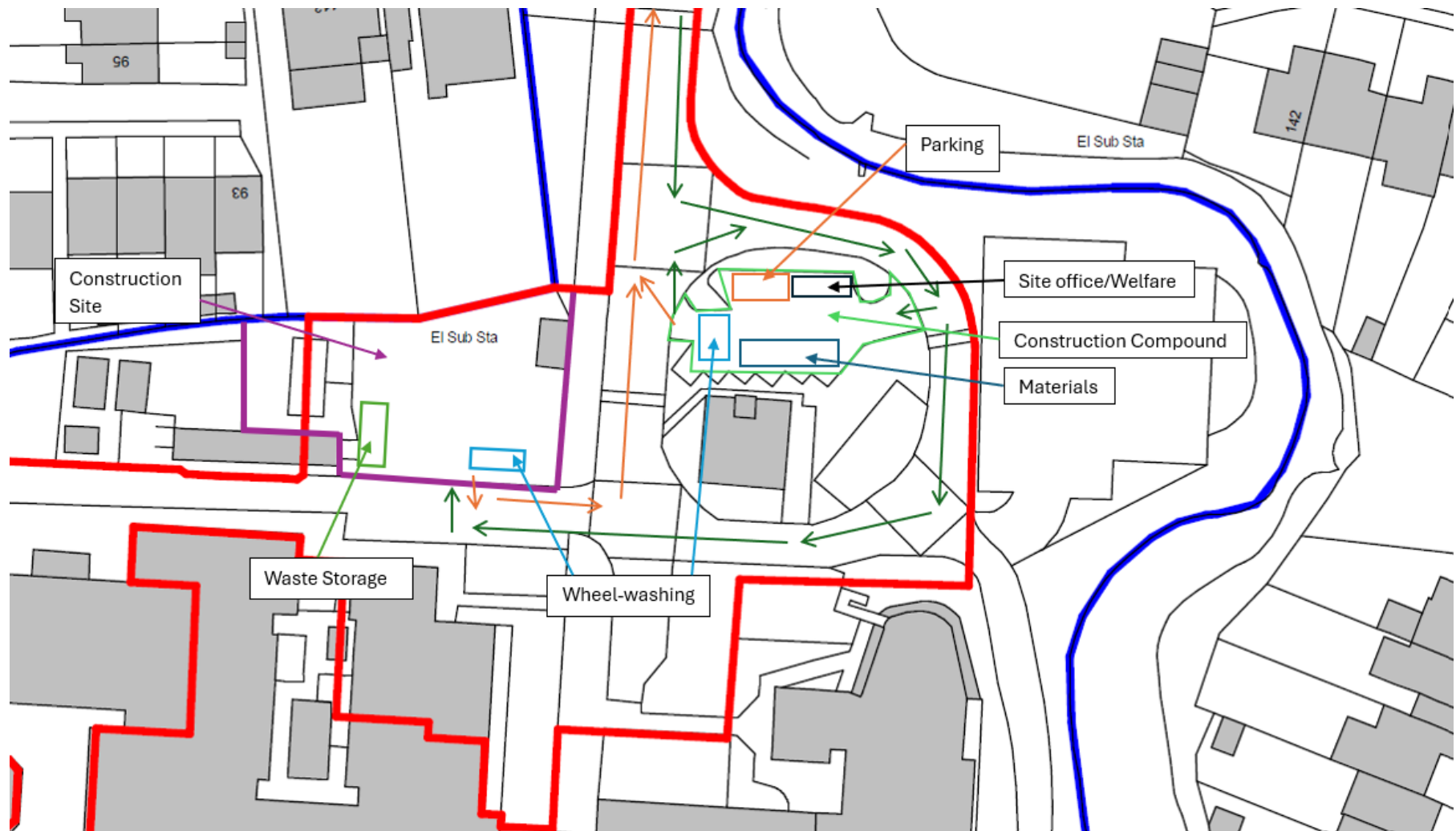
- 1.3.1 All contractors working on any aspect of the development will be required to follow the CEMP documentation. In addition, the key Code of Conduct items will include:

- Considerate – work to be carried out with consideration to the public, businesses, site personnel & visitors;
- Environment – noise to be kept to a minimum with attention to waste management and pollution;
- Cleanliness – site to be kept clean and in good order;
- Good neighbour – good communication links with neighbours;
- Safety – all working practices to be carried out with care and consideration;
- Responsible – everyone complies with the code;
- Respectful;
- Accountable;
- Minimise any disturbance or negative impact (in terms of noise, dirt and inconvenience) sometimes caused by construction sites to the immediate neighbourhood;
- Eradicate offensive behaviour and language from construction sites; and
- Result in an improved understanding and respect from residents and others in the community and fewer complaints.

- 1.3.2 The aim is to encourage Constructors to undertake their operations and activities in such a way that a higher than satisfactory level of performance is achieved.

1.4 SITE ARRANGEMENT

- 1.4.1 The site will be fully secured with hoarding and or heras fencing to all exposed boundaries, including tree protection measures where necessary. Offices and welfare facilities for staff and operatives will be provided on site as necessary.
- 1.4.2 All plant, material and equipment will be stored on-site and not on the public highway. The Project Manager will make contact with the relevant utility companies in order to co-ordinate any scheduled work.



1.5 DELIVERY AND WORKING HOURS

- 1.5.1 Delivery hours for material to the site will avoid the school peak hours:
- Monday to Friday: 0930 – 1500;
 - Saturdays: 0900 – 1300; and
 - Sundays and Bank Holidays: No deliveries.
- 1.5.2 General working hours on the site will be:
- Monday to Friday: 0800 – 1700;
 - Saturdays: 0800 – 1300; and
 - Sundays and Bank Holidays: No work permitted.
- 1.5.3 If there is an exceptional need for any of the above to change (i.e. if delivery of a specific material cannot be made within the specified times), prior notice will be given to Wokingham Borough Council and will be agreed in advance.
- 1.5.4 NB: working on site is anticipated to commence an hour before or an hour after the proposed working hours. This is to provide an opportunity for workers to organise deliveries, clear the site as necessary and prep for any work about to commence with no noise or dust generating activities allowed.
- 1.5.5 Project information will be displayed at the construction access points, which will include key contact details and health and safety notices. Local residents and businesses will be updated on the construction programme and associated impacts via leaflet drops (as required).

1.6 PARKING OF CONSTRUCTION VEHICLES

- 1.6.1 The site currently has space for informal parking, which can be utilised during early construction works. These spaces are considered large enough for delivery vehicles. Generally, the Applicant will operate a system where workers/ labourers are collected by a driver, with 3 workers arriving to site per vehicle.
- 1.6.2 If workers are not able to be collected, they will be encouraged to use public transport links where possible and feasible. There is also the opportunity to park within the existing and adjacent site operated by the applicant for which the proposed development would be an extension to. It is therefore envisaged that adequate off-street parking will be provided within the site.

- 1.6.3 Notwithstanding this, the nature of use of the site allows for onsite parking for construction workers and a minimal workforce would be required to complete the development.
- 1.6.4 The applicant will liaise with workers on where is best to park and what time they should be arriving to the specified car park. If it is not feasible to arrive to the site via public transport once parking, one of the site vehicles will collect workers from an appropriate pick up point.

1.7 DELIVERIES TO THE SITE

Parking of Delivery Vehicles

- 1.7.1 When a delivery to the site is taking place, there will be sufficient space to allow the delivery vehicles to enter the site, unload material safely and then leave the site in forward gear. It is envisaged that delivery vehicles will be on site for no longer than 60 minutes.
- 1.7.2 All vehicle arrivals will be met by a banksman at the entrance to the site. Most deliveries will be via rigid lorries due to very tight site restrictions, these vehicles will be escorted onto the site using Banksman where they can be offloaded, once unloaded they will exit site in a forward gear and be escorted to the main entrance. Deliveries will generally be unloaded by use of a lorry mounted forklift (moffit), Hy-ab or the site forklift, this will be done within the site compound area.
- 1.7.3 No storage of plant or materials will be undertaken on the public highway. Roads and footpaths within and adjacent to the school will be kept clear of mud and debris.

How Delivery Vehicles Approach the Site

- 1.7.4 Given the geographical location of the site, it is highly likely that all deliveries and construction vehicles will be arriving from the M4 or A3290/A329(M) as shown in Figure 2. For tall vehicles unable to access the site due to the 3.9m height restriction on Emmbrook Road, the alternative route is shown in Figure 3. When leaving the site and travelling back towards the M4 or A3290/A329(M), vehicles will follow the same route.
- 1.7.5 The preferred route is as follows:
- Exit M4 at Junction 10 and head north west on A239(M);
 - Exit A239(M) at the Winnersh/Woodley/Earley junction;
 - Take the 3rd exit on the roundabout heading west along Wharfedale Road;

- Take the 1st exit at the next roundabout onto B3270 and then immediately take the 1st exit on to A239 – Reading Road;
- Follow A239 – Reading Road for approximately 3.8km before turning left onto Emmbrook Road to head north;
- At the roundabout take the 2nd exit to continue of Emmbrook Road;
- After approximately 215m turn right to enter the grounds of The Emmbrook School.

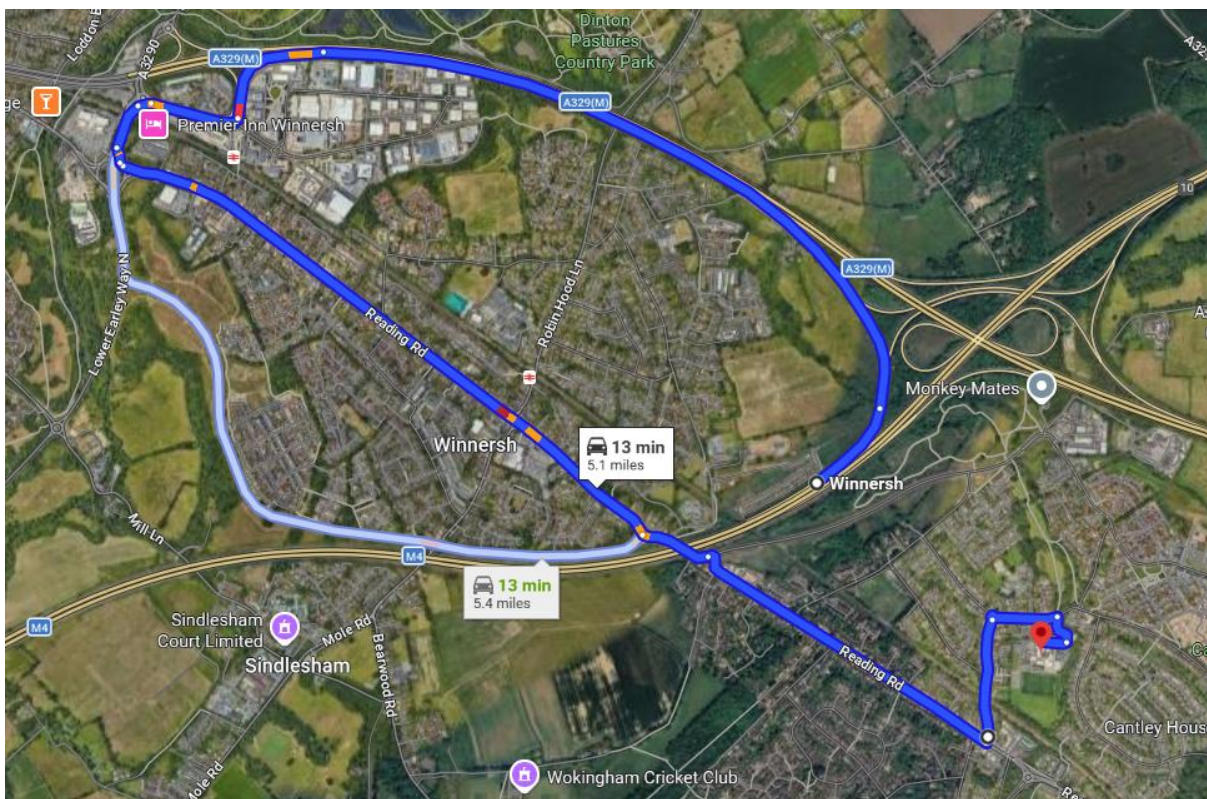


FIGURE 2: PREFERRED CONSTRUCTION ROUTE TRAVELLING FROM M4/A3290

1.7.6 The alternative route for tall vehicles or abnormal loads is as follows:

- Exit M4 at Junction 10 and head north west on A239(M);
- Exit A239(M) at the Winnersh/Woodley/Earley junction;
- Take the 3rd exit on the roundabout heading west along Wharfedale Road;
- Take the 1st exit at the next roundabout onto B3270 and then immediately take the 1st exit on to A239 – Reading Road;

- Follow A239 – Reading Road for approximately 2.8km before taking the first exit onto Toutley Road to head northeast;
- Follow Toutley Road for 1.6km and turn right to stay on Toutley Road now heading south;
- Then turn right onto Emmbrook Road heading west;
- After approximately 76m turn left to enter the grounds of The Emmbrook School.

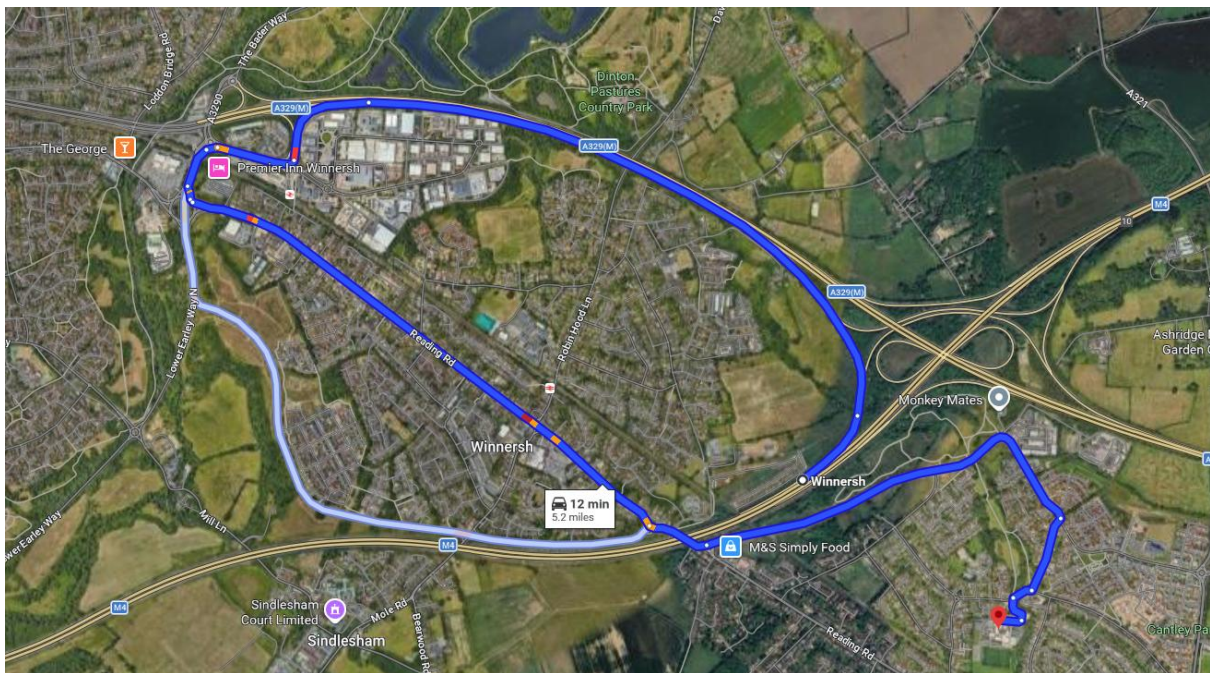


FIGURE 3: CONSTRUCTION ROUTE TRAVELLING FROM M4/A3290 FOR TALL VEHICLES

- 1.7.7 Delivery vehicles will always provide an approximate time of arrival to the site manager and should call the site manager when nearby. Delivery vehicles will always enter the site to unload or load material and then leave site in a forward gear.
- 1.7.8 Deliveries should always be planned 48 hours in advance. At the time of placing an order, the suppliers will be provided details of the delivery route to be taken in accordance with the above plan. Signage will be placed at the entrance to the school.
- 1.7.9 Once with the school grounds the existing one way system will be followed with one way entrance and exit to the construction compound

1.8 MEASURES TO CONTROL NOISE, DUST AND LIGHTING ARISING FROM THE CONSTRUCTION PHASE OF THE DEVELOPMENT

- 1.8.1 All sub-contractors and workers employed by the applicant will be required to control noise levels and take appropriate action to minimise dust generation.
- 1.8.2 Noise and dust will be reviewed during regular safety advisor site visits and inspections, any items noted will be promptly actioned.
- 1.8.3 Vibration, noise and dust control will be closely monitored by the site manager. Before any activities that will generate dust, vibration or noise, the contractor will investigate the most suitable means of carrying out the works to minimise nuisances.
- 1.8.4 All works will be undertaken in accordance with BS5228 Noise Vibration and Control on Construction and Open Sites, the Control of Dust from Construction Sites (BRE DTi Feb 2003).
- 1.8.5 Measures to control dust will also include:
- Displaying the name and contact details of person(s) accountable for air quality and dust issues on the site boundary. The applicant will have signs visible during development alerting people on the appropriate contact. This includes name and phone number of appropriate contact.
 - Record all dust and air quality complaints, identify cause(s), take appropriate measures to reduce emissions in a timely manner, and record the measures taken.
 - Making the complaints log available to the local authority when asked.
 - Recording any exceptional incidents that cause dust and/or air emissions, either on or off site, and action taken to resolve the situation in the logbook.
 - Carry out regular site inspections, record inspection results, and make an inspection log available to the local authority when asked. During periods of high dust and noise generating activity, inspections will increase.
 - Site layout will carefully plan machinery and dust causing activities.
 - Surface water run off will be avoided.
 - Vehicles will be switched off when stationary.
 - Battery powered machines used where viable and possible.
 - Using dust suppression techniques i.e. water spraying when cutting, grinding or sawing.
 - Covering skips and chutes.
-

- Minimising drop heights, materials should be placed into skips rather than dropped from a height.
- Ensuring equipment is clean on site and any spillages are cleaned.
- No bonfires or burning of waste on site.
- Ensuring water suppression techniques during demolition.
- Bag biological debris.

1.8.6 All works will accord with Institute of Air Quality Management (IAQM) 'Guidance on the Assessment of Dust from Demolition and Construction'.

Measures to Control Noise

- 1.8.7 Noise omitting operations will only take place during the specified operation hours as listed above.
- 1.8.8 Using 'less noisy' processes will be implemented where possible.
- 1.8.9 Equipment will be throttled back or switched off when not in use by operators.
- 1.8.10 No radios will be permitted to be played on site either. Delivery vehicles will have to ensure that radios being played in their vehicle when arriving on the site are at a volume which would not disturb neighbours or indeed be heard over the sound of the vehicle engine.
- 1.8.11 It is considered that portable noise screens can be used on site if the Council and the approved contractor deem that this would be beneficial.

Measures to Control Dust

- 1.8.12 Dust suppression will be carried out by water spraying the site at regular intervals.
- 1.8.13 Dust will be kept under control throughout works by general good housekeeping, keeping the site clean and tidy, regular sweeping, and when necessary, damping down and dust suppression.
- 1.8.14 When engineering works are occurring, which have the potential to produce dust, a water spray cannon will be present on site and be used to dampen dust which could arise. This is to protect neighbouring residents from dust pollution.
- 1.8.15 Dry sweeping can cause a considerable amount of dust. Therefore, only wet sweeping will take place.

Measures to Control Light

- 1.8.16 All lighting will be faced 'downwards' to avoid any potential overspill to neighbouring properties.
- 1.8.17 It is not considered much lighting will be required on site, as most operations which will require external lighting will take place during daylight hours.

Measures to Control Waste

- 1.8.18 Several measures will be explored to re-use material on-site. Where possible, segregation of recyclable and non-recyclable material will be employed for all waste generated throughout the construction process. All waste materials will be deposited into containers held on-site with each trade responsible for clearing their own waste. All site waste will be collected by a licensed waste carrier and will be taken to a registered waste transfer station for sorting and recycling/re-use. Waste management will be monitored and recorded as part of the site's 'Smart Waste' obligations

1.9 COMPLAINTS

- 1.9.1 The Site Manager is the contact point to deal with all environmental issues and emergencies on site. They will be responsible for ensuring all such issues are resolved. Should any complaints be raised during construction of the proposed development these should be sent to the follow email address agency@scotline-medway.co.uk. Alternative, complainants can contact Medway Council to advise of a nuisance.
- 1.9.2 Any complaints which concern any aspect of the project are recorded and investigated. A Complaints Log will be maintained. The Complaints Log shows the details and nature of the complaint, the complainant, the date and actions taken as a result of the investigation. If an environmental complaint (such as a complaint regarding noise or pollution) is received, a written report will be prepared and given to the Principal Contractor representative within one working day. This report includes details of the complaint, action taken to correct the problem and proposed measures to prevent the occurrence of a similar incident.
- 1.9.3 All complaints will be responded to within three working days setting out the actions taken to the complainant.
- 1.9.4 All relevant Authorities, affected property owners and others in the vicinity or affected by specific works will be informed of the project, activity and timeframes.

1.10 IMPLEMENTING, MONITORING AND UPDATING

1.10.1 The appointed Site Manager will be in charge of implementing the DCEMP on behalf on the contractor and their job description will include collecting data on the following:-

- Total number of vehicles visiting the site;
- Vehicle type/size/age;
- Time spent on site;
- Delivery/collection accuracy compared to schedule.
- Breaches and complaints
- Community concerns about construction activities;
- Vehicle routing;
- Unacceptable queuing and parking;
- Safety;
- Supplier FORS accreditation;
- Low Emissions Zone (LEZ) compliance;
- Record of incidents and associated fatalities and serious injuries;
- Ways staff are travelling to site; and
- Vehicles and operations not meeting safety and environmental requirements.

Handbooks

1.10.2 A Contractor Handbook and Driver Handbook will be produced in order to distribute information relating to site operations. The information to be provided is as follows:-

Contractor Handbook

- Safety procedures;
- Anti-idling procedures;
- Vehicle routing and delivery scheduling; and
- Driver training

Driver Handbook

- Authorised routes to and from the site;
- Site opening times;
- Booking and scheduling information;
- Site loading strategy and other information relating to access;
- Anti-Idling; and
- Vulnerable road user safety.

1.11 CLOSING

- 1.11.1 This document is intended to be read as a live document and will need updating when material manufacturers are commissioned.
- 1.11.2 Should there be a need to alter this DCEMP, Medway Council will be consulted before any changes are implemented.