
Project Title: Shinfield West Northern Pitches

Document Ref: A243-R014 Rev A

Date: 29 October 2025

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Construction Environmental Management Plan

1.0 Introduction

1.1 Context

- 1.1.1 Abley Letchford has prepared this Construction Environmental Management Plan (CEMP) in support of a Reserved Matters submission for the creation of new sports pitches attributed to the consented South of M4 Strategic Development Location at Shinfield West.
- 1.1.2 Outline planning permission for the Shinfield West development was granted by the Secretary of State on 8th November 2012. In conjunction with the development proposals for up to 1,350 dwellings, a local centre and a primary school, this outline planning consent also allowed for the promotion of playing fields and a sports pavilion in the southern portion of the site.
- 1.1.3 The proposals centre around the provision of 2no. Youth football pitches on land to the north of the main sports pitch provision and associated pavilion building. A copy of the Overall Landscape General Arrangement Plan is included in **Appendix A**.

Report Purpose

- 1.1.4 The decision notice for the approved development set out the following relevant conditions:
- Condition 11 of the outline planning approval (ref. 141016, dated 7 October 2014) requires submission and approval of a Construction Environmental Management Plan (CEMP) for each phase of development prior to commencement. The CEMP must cover matters including traffic and parking arrangements, storage and loading of materials, boundary hoarding, noise, dust, ecological protection, surface water management, haul routes, and the appointment of a Construction Liaison Officer.
 - Condition 12 controls construction hours and requires that no works occur outside 07:30–18:00 on weekdays or 07:30–13:00 on Saturdays and includes restrictions near identified bat habitats.
 - Condition 69 states that before the commencement of development within each relevant phase, details of the layout phasing and specification for outdoor sports, including playing fields and associated pavilion layout and parking area serving that phase (in accordance with the approved Interim Stage Phasing Master Plan and Open Space Provision Programme required by condition 2) shall be submitted to and approved in writing by the local planning authority. Development shall be carried out in accordance with the approved details.



- 1.1.5 This CEMP aims to provide a framework for the mitigation and management of potential environmental effects associated with the construction works. It sets out procedures to ensure compliance with statutory requirements and local policies. Given the type and scale of development, it is not anticipated that construction of the development will result in significant traffic or environmental impact.

1.2 Report Scope

- 1.2.1 This document addresses:

- Construction Traffic
- Construction Environmental Impact Measures and Controls; and
- Construction Management

2.0 Construction Traffic Management

2.1 Construction Phasing

- 2.1.1 The construction period for the Shinfield West Northern Pitches is anticipated to last no longer than 8 – 12 weeks. It will be delivered in a logical sequence to ensure the site is developed safely and efficiently.
- 2.1.2 The initial phase will involve site setup, including (if required) the installation of security fencing to define the working area and to prevent unauthorised access to the pitches while construction takes place.
- 2.1.3 Other associated works will focus on installing the infrastructure of the pitches, including any required site levelling, as well as the provision of access paths and any drainage infrastructure.
- 2.1.4 Once in place, landscaping and surface finishing will be undertaken, including the planting and maintenance of the sports pitch surface to sports consultant specifications and the planting/maintenance of the open areas of the site.
- 2.1.5 Finally, a comprehensive inspection and tidy-up phase will complete the project, including demobilisation of the compound and removal of temporary infrastructure such as the haul road.
- 2.1.6 During this construction program, only vehicles directly associated with construction works will be permitted to access the site via the access off the Bolton Drive Bus Link. Parking for construction workers' private vehicles will be accommodated off-site at the Shinfield Pavilion car park for the duration of the works.

2.2 Construction Vehicles

- 2.2.1 It is not anticipated that the construction of the pitches will require significant numbers of large vehicles to be on-site; rather, Ford Transit-style flatbed vehicles with a trailer are likely to be the largest principal vehicle requiring access to the site daily throughout the construction period.
- 2.2.2 Based upon the construction of the recently completed sports pitch to the south of the bus link, it is expected that the northern pitches will require c.8-10 full-time workers throughout the construction program.



- 2.2.3 There may be an element of topsoil importation to achieve standard grass quality. As such, swept path analysis of the largest tipper type vehicle (10t capacity) that can be accommodated via the construction access has been assessed, see Abley Letchford drawing A243-NPS-005 P1.
- 2.2.4 As can be seen, this vehicle can ingress and egress the site satisfactorily, as well as being able to pass an oncoming bus on the link itself at the existing designated passing place.
- 2.2.5 Should larger vehicles require access, the CEMP will be reviewed and updated to reflect these requirements.

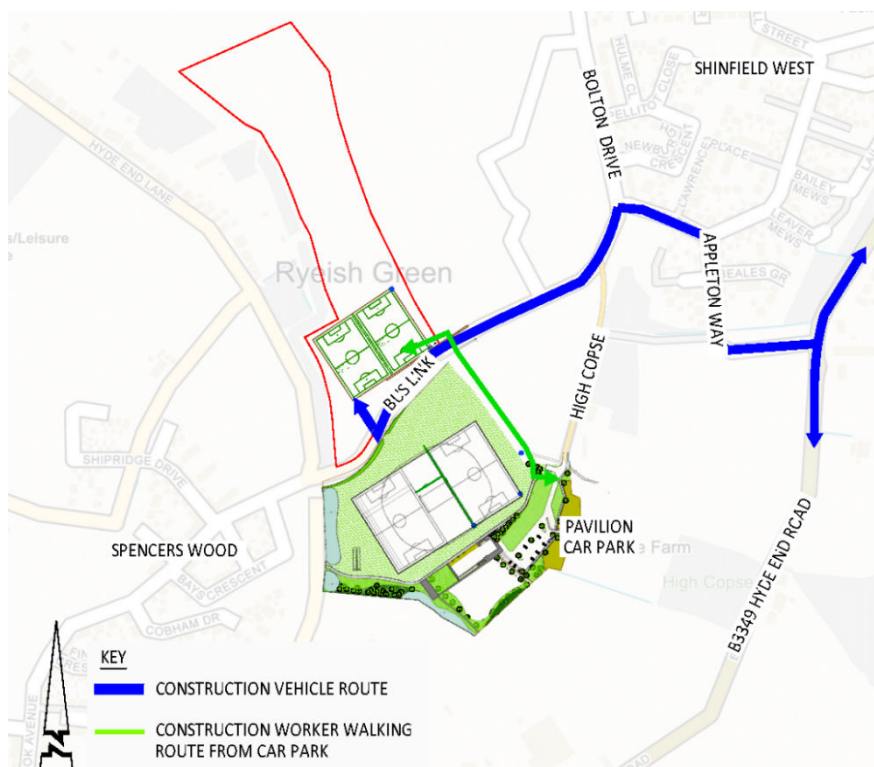
2.3 Construction Access

- 2.3.1 Access for construction vehicles to the site will be taken exclusively via the existing maintenance gate located off the Bolton Drive bus link (For the avoidance of any doubt, whilst initial proposals for governance of vehicles along the link were based on the use of ANPR cameras, it was agreed with WBC that sump busters would be installed instead).
- 2.3.2 To ensure this access strategy is carried out safely and satisfactorily, the following measures will be implemented:
 - 1. Suitably trained banksmen will be employed throughout the construction program to prevent conflicts between construction traffic and buses utilising the link road, with priority being given to buses passing through the bus-only link road.
 - 2. Before commencement, the principal contractor shall apply for a suitable Temporary Traffic Regulation Order authorising construction vehicles to access the site via the bus-only.
 - 3. Temporary signage stating 'Exemption for Construction Vehicles Only' or similar shall be erected at the entry points to the bus-link.

2.3.3 Construction Routing

- 2.3.4 As stated, the site benefits from an existing maintenance access from the Bolton Drive bus link, which will be utilised for contractor vehicles to gain access to the site. It will be the responsibility of the contractor crew to ensure they do not conflict with buses running along the link when entering and exiting the site.
- 2.3.5 Private vehicles belonging to construction workers not required to be on site can be parked at the Shinfield Pavilion car park, accessed via High Copse to the east.
- 2.3.6 It is not expected that there will be any overspill of parking because of workers utilising the car park for personal vehicles as the car park at the pavilion was designed to over-provide for its current use, in anticipation of the parking required for the northern pitches.
- 2.3.7 It will be the responsibility of the principal contractor and the Pavilion Operators / University of Reading, as owners of the Pavilion, to manage car parking throughout the construction program.
- 2.3.8 Before commencement of works, the contractor will confirm with Pavilion management that sufficient car parking remains available for public use.

Figure 1 – Construction Vehicle Routing Plan



2.3.9 Given previous CEMP agreements regarding construction routing for other developments, including the Pavilion, it is considered appropriate for construction vehicles requiring access to the site to route via Appleton Way, which is accessible from the B3349 Hyde End Road to the east. See Figure 1 below.

2.3.10 It is noted that there is an existing localised widening point on the bus link for two large vehicles to pass in the event of a conflict. As shown on drawing A243-005 P1, the largest expected construction vehicle can pass a bus in this location, although such meetings will be kept to an absolute minimum, as bankmen will be employed to control ingress and egress of construction vehicles.

2.4 Haul Routes

2.4.1 It is not anticipated that haul routes will need to be constructed as part of the construction program. Vehicles will follow existing maintenance vehicle routes within the site to access required areas.

2.4.2 As stated, topsoil may need to be imported onto the site to establish a high-quality finish. Confirmation of this will be provided; however, it is not anticipated that a purpose-made haul track will be needed to enable access. Any damage or impact caused by such movements will be remediated as part of the construction program and finishing works.

2.4.3 Should the need for a haul road be identified, then the CEMP will be updated by the principal contractor, and details will be provided to WBC.



2.5 Construction Traffic Generation

- 2.5.1 Based on information provided by Whitehorse, contractor for the recently completed southern sports pitches, it is anticipated that approximately 8–10 workers will be present on site each day, primarily arriving in shared construction vehicles such as 4x4s and flatbed trucks.
- 2.5.2 During the 8–12-week construction period, material deliveries are expected to generate around 20–30 tipper-truck movements for aggregate and other materials. This equates to fewer than one heavy vehicle movement per day when averaged across a standard five-day work week.
- 2.5.3 If topsoil importation is required, the southern pitches (approx. 19,000 m²) required 1,800 tonnes of soil, delivered via 20-tonne tipper trucks, generating around 90 one-way or 180 two-way trips. As the proposed northern pitches cover a smaller area (approx. 10,000 m²), a proportional import of around 950 tonnes of soil would be required. Due to access constraints limiting vehicle capacity to 10 tonnes, approximately 95 deliveries (190 two-way movements) would be anticipated over the construction period.

2.6 Construction Compound

- 2.6.1 No piling or driven foundations are proposed as part of the construction program. Turning areas for delivery vehicles will be accommodated within the site compound.
- 2.6.2 A small construction compound for storage and a welfare facility (such as a Portaloo) will be located adjacent to the proposed sports pitches, away from footways and public footpaths.
- 2.6.3 Waste management will be handled by the contractor via a suitable and environmentally friendly method that maximises recycling.
- 2.6.4 A suggested site compound area is illustrated on drawing A243-005 P1.

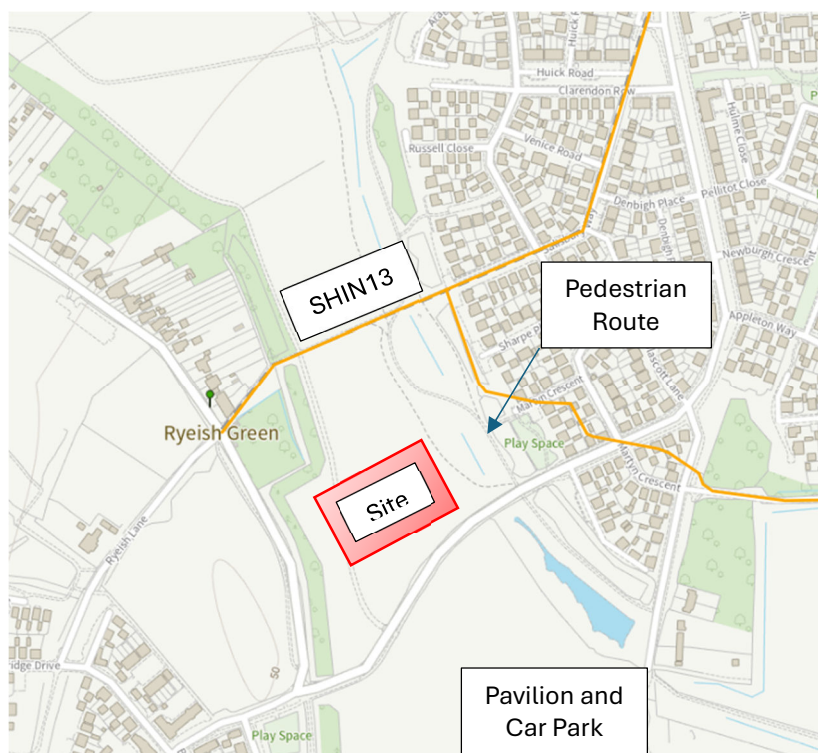
2.7 Parking

- 2.7.1 Only construction critical vehicles requiring access will be allowed entry to the construction site. All other private construction staff vehicles will be parked at the Pavilion car park to the south, and workers will then walk to the site via the existing footways.
- 2.7.2 It should be noted that the car park at the pavilion was consented for construction with an over-provision of 22 spaces as set out in ALP Report A243-R005 Rev B (Application Ref: 223286) as such, it is considered that there will be sufficient parking available to accommodate private worker vehicles.
- 2.7.3 Before commencement of works, the contractor will confirm with Pavilion management that sufficient car parking remains available for public use.
- 2.7.4 Management of parking at the pavilion will be coordinated between the principal contractor and the Pavilion operators/owners (University of Reading).

2.8 Public Rights of Way / Pedestrian Routes

- 2.8.1 It is noted that Public Right of Way SHIN13 bisects the site to the north of the proposed pitch locations. A pedestrian route also passes along the eastern edge of the proposed pitch area. As can be seen, the paths identified are located well away from the construction site area.

Figure 2 – Public Rights of Way



- 2.8.2 It is not anticipated that there will be any conflicts between pedestrians and contractor vehicles, nor will any temporary diversions be required.
- 2.8.3 Appropriate signage and protective measures will be provided where required to maintain public safety and continuity of pedestrian movement at the access.
- 2.8.4 Temporary warning signage will be installed at access points to alert pedestrians to construction traffic and ensure public safety.

2.9 Working Hours

- 2.9.1 Construction operations will be carried out during standard daytime hours to minimise disruption to the surrounding community. In accordance with Condition 12, normal working hours will be from 07:30 to 18:00 on weekdays (Monday to Friday) and from 07:30 to 13:00 on Saturdays.
- 2.9.2 No construction work will take place on Sundays or Bank Holidays unless specifically agreed in writing with Wokingham Borough Council. In any case where out-of-hours working is deemed necessary, advance notification and approval will be sought to ensure proper consultation with residents and stakeholders.



3.0 Construction Environmental Controls

3.1 Noise Management

- 3.1.1 Construction activities will be restricted to standard working hours from 07:30 to 18:00 on weekdays (Monday to Friday) and from 07:30 to 13:00 on Saturdays to minimise noise disturbance to neighbours.
- 3.1.2 Any machinery will be equipped with silencers and kept in good condition, with quieter technologies used wherever feasible. Engines will not be left idling, and stationary equipment will be positioned away from residential areas.
- 3.1.3 Noisy one-off tasks will be scheduled at non-sensitive times, and residents will be notified of any unusually loud work. Complaints will be addressed promptly with monitoring and, if needed, extra mitigation.

3.2 Dust Suppression

- 3.2.1 The works anticipated are unlikely to generate dust, given minimal digging requirements; however, this will be monitored and if it does become an issue, a suitable mitigation measure employed.

3.3 Mud Prevention and Road Cleanliness

- 3.3.1 To prevent mud on local roads, all vehicles will be regularly inspected and cleaned of any mud or debris to prevent mud on the highway.
- 3.3.2 If mud is seen on nearby roads during wet weather because of construction vehicles, cleaning operations will be undertaken promptly.
- 3.3.3 A wheel washing area will be provided within the site compound (drawing A243-005 P1) conveniently near the site access to enable vehicles leaving the site to be cleaned before departure.
- 3.3.4 If required, temporary surface water management will be installed to prevent run-off from entering local drains or water courses.

3.4 Fire Prevention

- 3.4.1 Open fires are banned on site, and flammable materials will be stored securely away from buildings. It is not anticipated that any hot works will be needed; however, in the event of such works taking place, they will be strictly controlled with a permit-to-work system and proper fire safety equipment.

3.5 Lighting

- 3.5.1 If required, temporary lighting will be designed to minimise light spill and wildlife disruption, using low-brightness, downward-angled fixtures. It is not anticipated that lighting will be required to illuminate the access or pedestrian routes near the site.

3.6 Tree and Hedgerow Protection

- 3.6.1 Before work begins, any retained trees and hedges shall be identified and suitably protected from construction vehicles, if required.



- 3.6.2 Any necessary arboriculture work will be performed by qualified professionals following the approved methodology.

3.7 Ecology and Wildlife Protection

- 3.7.1 Where works are required within 20 m of any identified bat habitat, activities will not occur within one hour after dawn or before dusk, following ecological advice and WBC guidance.
- 3.7.2 While not anticipated to be needed, any vegetation clearance will avoid the bird nesting season where possible, with checks by an ecologist if work must proceed during that time.
- 3.7.3 Open excavations will be covered or fitted with escape ramps, and fencing will include wildlife access points.
- 3.7.4 Fuel and chemicals will be stored securely to prevent environmental contamination, and lighting will be directed away from sensitive habitats.

4.0 Construction Management

4.1 Considerate Constructors Scheme

- 4.1.1 The project will be formally registered with the Considerate Constructors Scheme before work begins.
- 4.1.2 The scheme's core values—respect for the community, protection of the environment, and promotion of a safe, supportive workplace—will be embedded in daily operations.
- 4.1.3 Site-wide briefings and toolbox talks will remind all personnel of their CCS commitments, and signage at the entrance will display the registration number, key contacts and a clear channel for public feedback.

4.2 Management Structure

- 4.2.1 A clear site hierarchy will ensure responsibilities are understood and acted upon. The Site Manager will have overarching accountability for delivering the project safely and in accordance with this CEMP.
- 4.2.2 Reporting to the Site Manager, an Environmental Manager will carry out inspections, maintain records and coordinate any specialist consultants.
- 4.2.3 A Construction Liaison Officer will act as the first point of contact for residents, businesses and the local authority, responding swiftly to enquiries or complaints.
- 4.2.4 Day-to-day control of traffic movements will be handled by a trained Traffic Marshal, whose duties include directing construction vehicles, enforcing speed limits and ensuring pedestrians are protected. Every operative on site will receive a role-specific briefing outlining the environmental standards expected of them.

4.3 Communication and Liaison

- 4.3.1 A prominently positioned noticeboard will show the current works programme, working hours, emergency numbers and the name of the Liaison Officer.



- 4.3.2 A complaints register will log all community feedback, with each entry investigated and closed out within 48 hours.

4.4 Green Travel

- 4.4.1 To reduce single-occupancy car travel, the contractor will implement a Green Travel Protocol. Site inductions will highlight local bus routes and walking or cycling options. Vehicle sharing will be encouraged to help reduce single-occupancy vehicle trips to reduce single-user car travel to the site.
- 4.4.2 It is anticipated that most onsite operatives will travel to the development site via private vehicles. However, site workers can travel to the development via public transport or active travel modes with the nearest bus stops being within 350m of the site.
- 4.4.3 This bus stop is served at an hourly frequency by the No.600 bus service, which runs between Reading Town Centre and the Thames Valley Science Park in Shinfield via Three Mile Cross.
- 4.4.4 The closest railway station to the development site is Reading Green Park which is located which is situated approximately 5.8km to the northwest of the development site and is located on the Basingstoke to Reading Line.
- 4.4.5 Bus timetables and information regarding railway services will be provided to site workers to encourage the use of public transport.
- 4.4.6 Site workers will, where possible, be encouraged to car share when travelling to the site. This will be through the promotion of a car-sharing database of individuals who are willing to car share.

4.5 Training and Competence

- 4.5.1 All contractors will receive a comprehensive site induction covering health, safety, environmental controls, emergency procedures and the key points of the CEMP.
- 4.5.2 Training records will be kept electronically for audit purposes, and refresher courses or additional briefings will be arranged whenever an environmental incident occurs or when new hazards are introduced.

4.6 Monitoring, Inspection and Reporting

- 4.6.1 The Environmental Manager will carry out weekly walk-rounds to check compliance with the CEMP and will complete a written checklist at regular intervals and summarise any findings.

4.7 Emergency Preparedness and Response

- 4.7.1 The principal contractor shall prepare a tailored Emergency Response Plan that covers:
- Fires
 - Chemical spills
 - Flooding
 - Medical incidents
- 4.7.2 Spill kits, fire extinguishers and first-aid stations will be provided as appropriate.



4.8 CEMP Review and Update

- 4.8.1 The CEMP will be viewed as a 'living document'. Regular reviews shall be undertaken as the project progresses or any significant changes occur to the construction program.
- 4.8.2 Updated versions will be approved by the Site Manager, distributed to the project team and provided to Wokingham Borough Council for information as required.

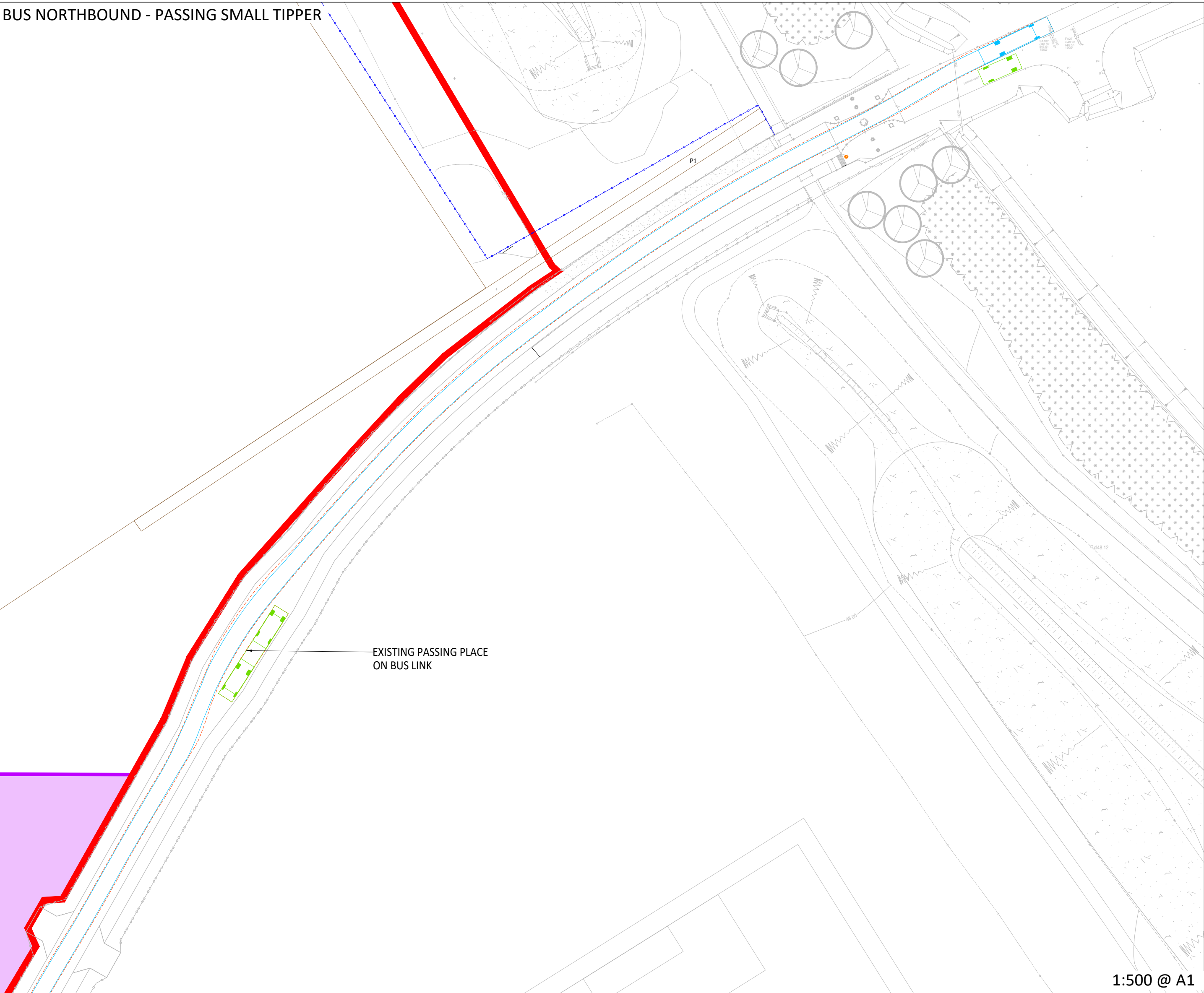
4.9 Handover and Close-out

- 4.9.1 As the project nears completion, a demobilisation plan will guide the removal of temporary structures or equipment. Any areas of ground disturbed by site traffic will be re-graded, topsoiled and seeded or landscaped in line with the approved drawings.
- 4.9.2 A final sweep and litter pick will leave the development site, adjacent roads and paths in pristine condition. As-built drawings, waste transfer notes and compliance certificates will be collated into a handover file.



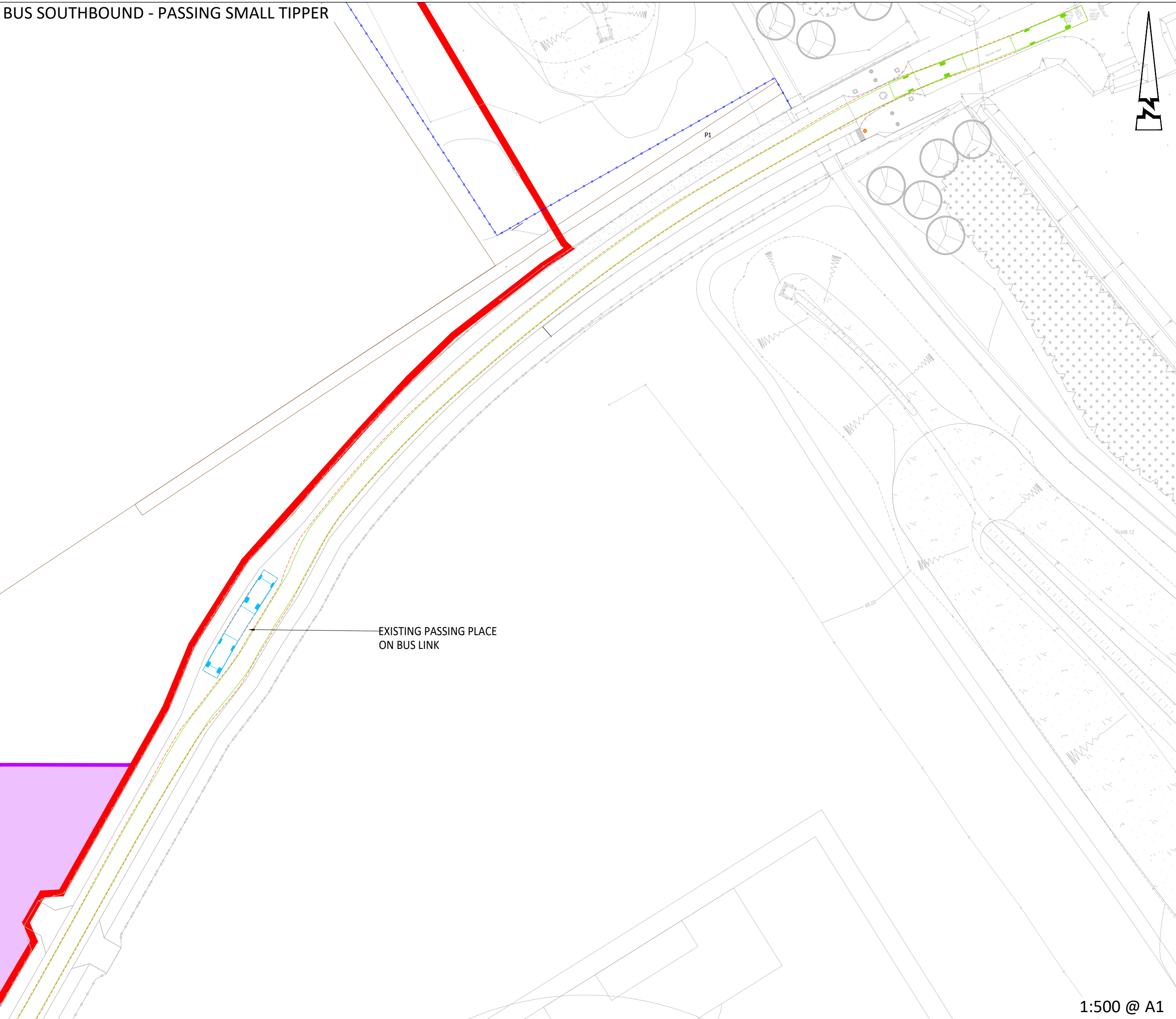
Drawings

BUS NORTHBOUND - PASSING SMALL TIPPER



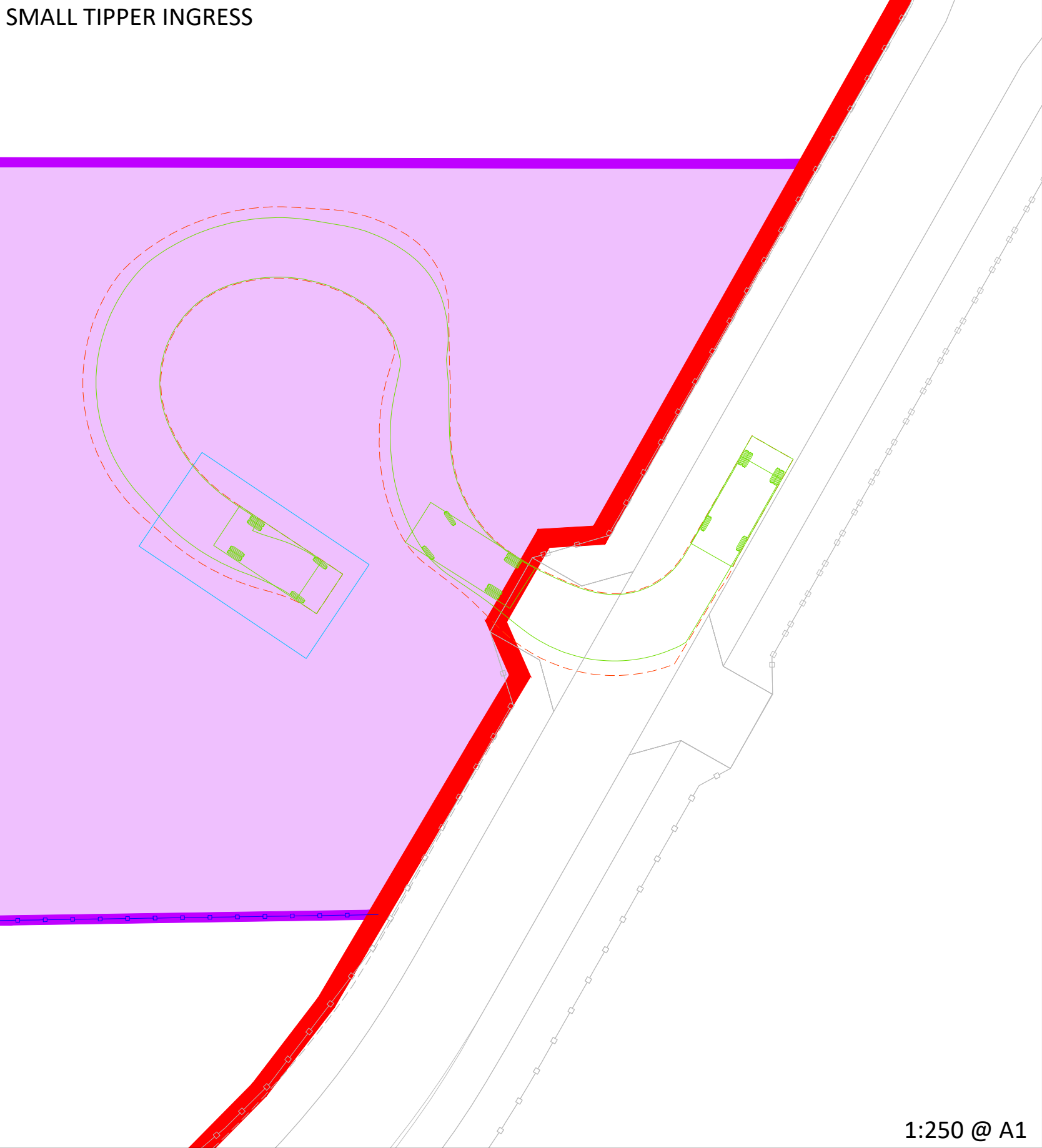
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BUS SOUTHBOUND - PASSING SMALL TIPPER



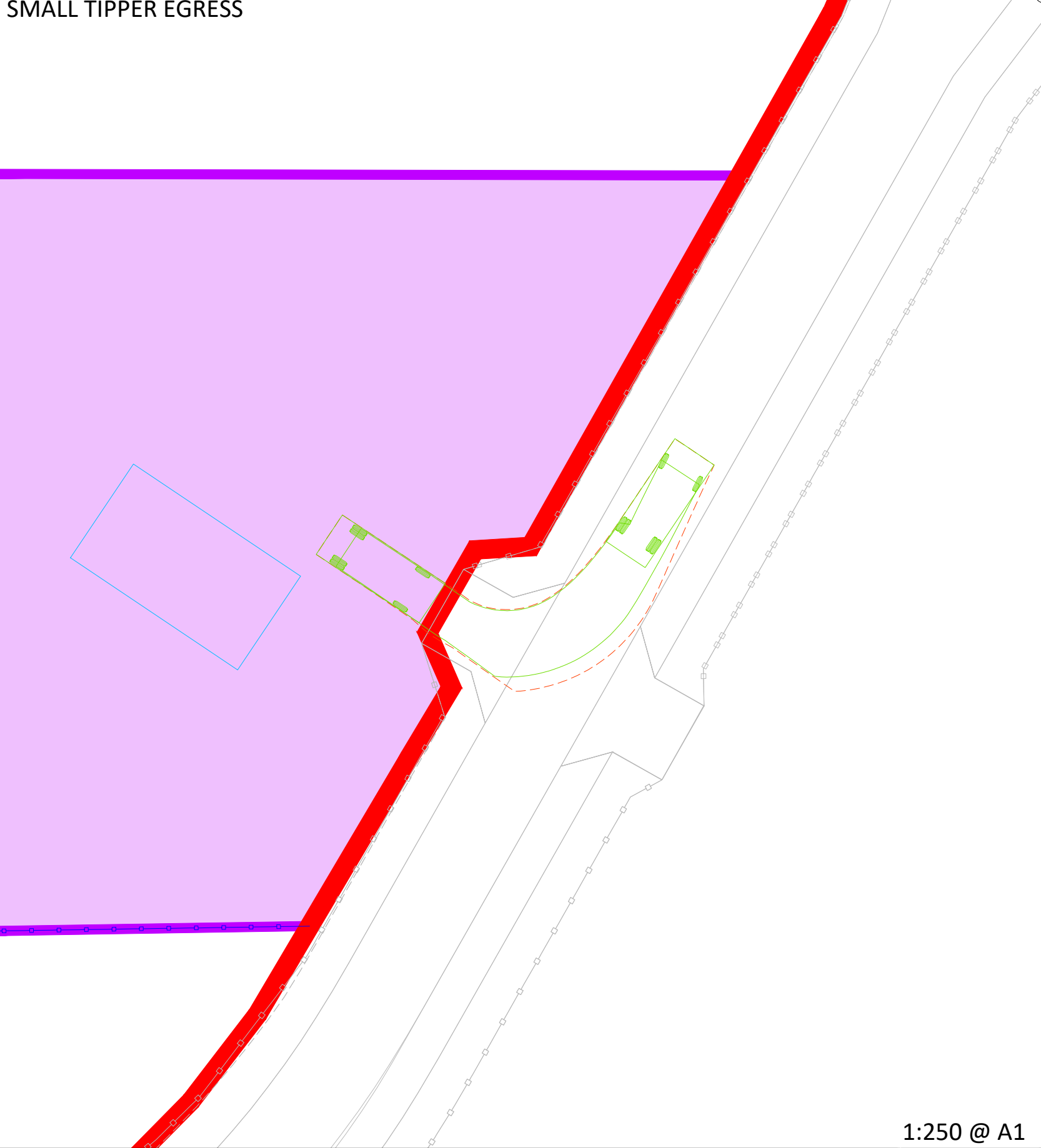
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SMALL TIPPER INGRESS

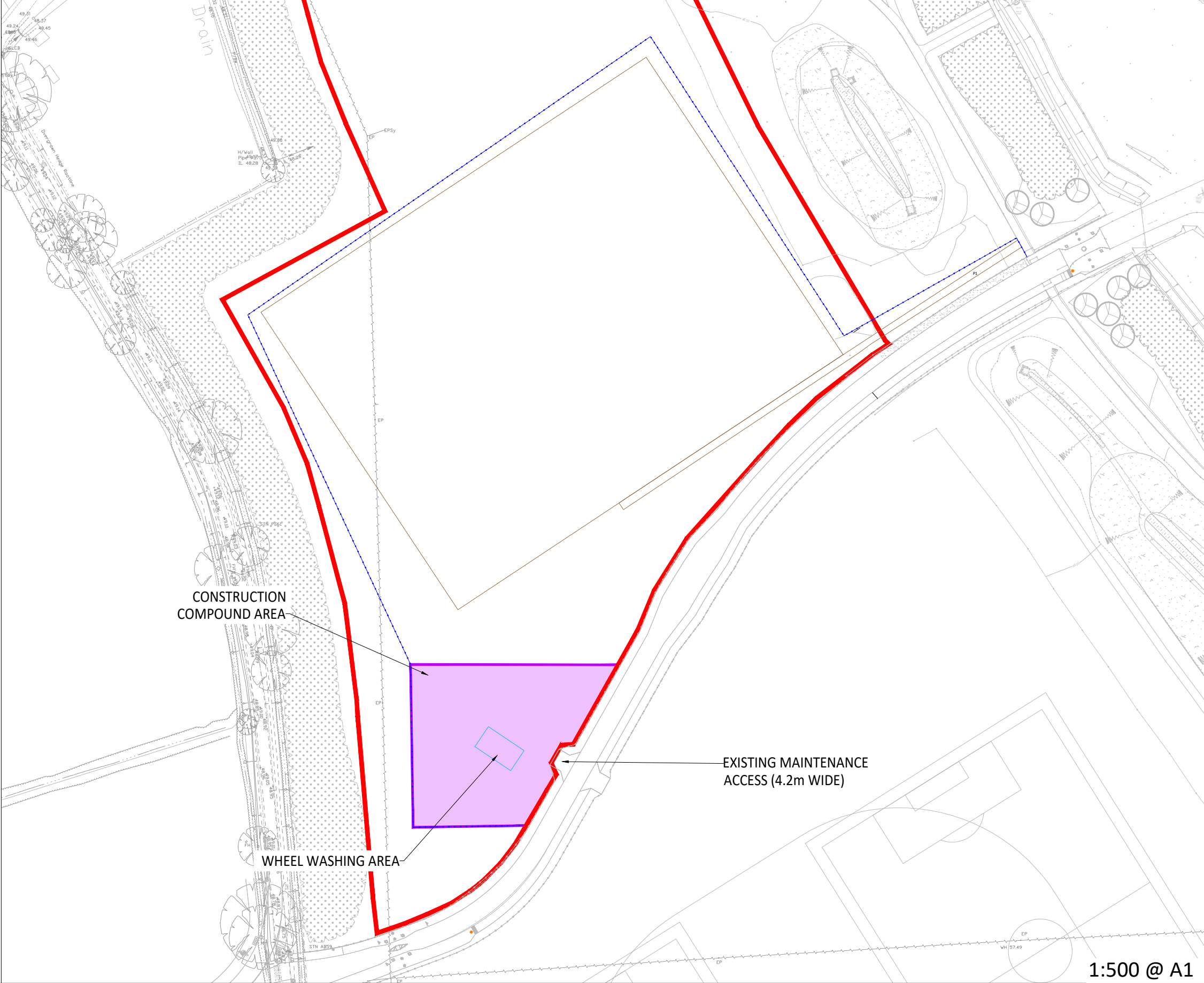


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SMALL TIPPER EGRESS

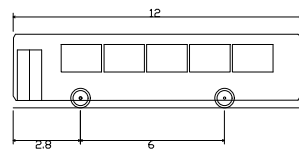


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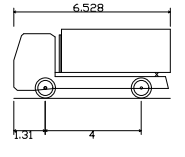


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Standard Rigid Bus
Overall Length 12.000m
Overall Width 2.550m
Overall Body Height 3.600m
Min Body Ground Clearance 0.300m
Track Width 2.000m
Lock to Lock time 2.00s
Wall to Wall Turning Radius 10.771m



Small Tipper
Overall Length 6.588m
Overall Width 2.550m
Overall Body Height 2.877m
Min Body Ground Clearance 0.300m
Track Width 2.000m
Lock to Lock time 2.00s
Kerb to Kerb Turning Radius 7.850m

KEY

- SITE BOUNDARY
- CONSTRUCTION COMPOUND AREA
- TEMPORARY SITE FENCING

P1	10.25	FIRST ISSUE		TDM	PJ
Rev	Date	Description	Drawn	Checked	
 www.ableyletchford.co.uk					
Client UNIVERSITY OF READING					
Project NORTHERN SPORTS PITCHES SHINFIELD					
Title CONSTRUCTION ACCESS ARRANGEMENTS					
Status FOR PLANNING					
Scale 1:500 @ A1	Date OCT 2025	Drawn TDM	Checked PJ		
Drawing No A243-NSP-005				Revision P1	



APPENDICES



Annexe A

Proposed Site Layout

Irish Green

MAINTENANCE NOTES

Understate maintenance operations - Establishment Period: 1- Years to 1.2 Following Planting
Understate maintenance operations as required in order to ensure the successful establishment of trees, shrubs and grass areas.

1. **Low Maintenance Amenity Grass Areas** - Remove litter and debris prior to each cut.

2. During the first year of establishment for seeded area spot spraying / manual pullup of the weed.

3. Regular management of any perennial weeds (e.g. via spot spraying / manual pulling) will be essential during the establishment phase.

Year 2 -

1. Mowing regimes to be adjusted dependent on site location, as instructed by client (mix of regular amenity cuts and annual cuts)

3. **Weeding** - Maintain areas outside plots in a weed free condition

4. **Protection/Restoration** - Regularly inspect all planting and grassed areas, eg, once a month, for any pest damage or vandalism/damage caused by others. Any damaged to be reported to the client and rectified as soon as possible using replacement planting or reseeding/turfing, and protective measures if required.

2. **Sports Pitches** - Maintenance of sports pitches to be carried out as per guidelines provided by the sports consultants.

Ownership Boundary

Application Boundary

HARD LANDSCAPE

P1

P1 - Path; Self binding gravel

BOUNDARIES AND STREET FURNITURE

	Existing trees retained
	Low maintenance grass; EG1 General purpose meadow Grass mixture or equal and approved
	Amenity Lawn Grass Seed Mixture Sports Pitches; www.meadowmania.co.uk or similar approved by specialist consultant to suit local conditions
	Emorsgate EM4 Meadow Mixture for Clay Soils to match previously proposed meadow along (indicated in grey)

The sports pitches are not flooded.

It is the purpose of this scheme to construct the facilities detailed above to meet the "standard" Performance Quality Standards stipulated by Sport England/Institute of Groundsmanship.

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