
Barkham Solar Farm – Construction Communications Plan

July 2024 – v2

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Background

Planning permission for the Barkham Solar Farm was granted in January 2021 – Planning Application Reference 211081. This Communications Plan has been prepared to satisfy the requirements of condition 23 of the planning permission.

Condition 23 reads as follows:

Prior to the commencement of the development hereby permitted, a Communications Plan shall be submitted to and approved in writing by the local planning authority. The Plan shall specify methods for communicating with local residents, including the creation of a liaison group to meet in accordance with an agreed schedule and a name and telephone number for residents to contact should any issues arise during the construction period. The scheme shall be implemented as approved until the final completion of the development.

Reason: To minimise disturbance to neighbours during construction works.

This Communications Plan relates to construction activities only. Please note that this plan does not seek to set out any communications activity related more widely to the delivery of the project.

This Communications Plan should be read in conjunction with the Construction Traffic Management Plan and the Construction Environmental Management Plan which shall need to be submitted and approved under conditions 13 and 14 of the planning permission; such plans which shall set out how the construction will be managed to minimise noise and disturbance to neighbouring properties.

Communications Plan

Prior to any works commencing, the principal contractor will communicate with the Local Planning Authority to keep them informed of site planning arrangements. The notification will include the name and telephone number of who to contact should any issues arise during the construction period.

Prior to any works commencing, letters will be posted to properties surrounding the site to notify residents of the proposed works. The notifications will include an outline programme of works and details of any potentially disruptive works; particularly those which may include noise, vibration, dust or temporary obstruction to access. The notifications will also include the name and telephone number of who to contact should any issues arise during the construction period. The details of the communication process be posted on the village notice boards.

The principal contractor will appoint a Construction Liaison Officer who will be responsible to liaise with adjacent residents as required, as well as the Local Planning Authority, so that the works can be safely managed around the existing residents. If complaints are received from local residents, these will be documented in a diary or log held on site by the Site Manager.

Community Liaison meetings with local stakeholders will be arranged to provide updates and to enable local residents, councillors and other stakeholders to ask questions. The principle purpose of these meetings will be to identify issues and seek to minimise disturbance to neighbours during the construction works. In addition to the Council's Development Team and the Principal Contractor, representatives from the following shall be invited to be part of the liaison meetings:

- Ward Councillors – Barkham and Arborfield, Finchampstead and Evendons;
- Parish Councils – Barkham, Finchampstead and Wokingham Town Council;
- Barkham Village Residents Association; and
- Other relevant stakeholders who might be identified as the project progresses through to delivery.

These Community Liaison meetings will be held on a bi-weekly basis for the duration of the construction - unless alternative arrangements are agreed between the stakeholders. The meetings will be either virtual or physical depending on circumstances. Whilst the meetings will be bi-weekly, participants will be encouraged to raise any issues that may occur in the interim periods direct with the Council's Project Team and/or the contractor's Construction Liaison Officer.