



mcsgroup

Construction Environmental Management Plan

Shinfield Park, Reading

Fiera Real Estate UK Ltd

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1. Introduction

1.1) This Construction and Environmental management plan (CEMP) has been prepared to address the requirements set out under Condition 20 of the planning permission Ref: 250415 relating to the delivery of new flexible employment units at Shinfield Park, Reading.

1.2) Condition 20 wording;

No development shall take place (excluding demolition) until a construction environmental management plan (CEMP) has been submitted to and approved in writing by the local planning authority. The CEMP shall include the following:

- a) Risk assessment of potentially damaging construction activities. **(22.2)**
- b) Identification of "biodiversity protection zones". **(14)**
- c) Practical measures (both physical measures and sensitive working practices) to avoid or reduce impacts during construction (may be provided as a set of method statements)
- d) Mitigation recommendations MC1 to MC6, MC8 to MC9, and MC11 to MC13 from the submitted Ecological Assessment (Aspect Ecology, ref: 6856 EcoAp vf CK/BB/DS, February 2025). **(14)**
- e) The location and timing of sensitive works to avoid harm to biodiversity features. **(14 / 22.2)**
- f) The times during construction when specialist ecologists need to be present on site to oversee works. **(2.6)**
- g) Responsible persons and lines of communication. **(3.1)**
- h) The role and responsibilities on site of an ecological clerk of works (ECoW) or similarly competent person. **(3.2)**
- i) Use of protective fences, exclusion barriers and warning signs. **(7.0 / 10.0)**
- j) the parking of vehicles of site operatives and visitors. **(7.3)**
- k) loading and unloading of plant and materials (including times, these should be in line with permitted hours of work). **(5.1 / 6.1)**
- l) storage of plant and materials used in constructing of the development. **(6.1 / 8.1)**
- m) the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, (where appropriate). **(7.4-7.6)**
- n) wheel washing facilities and an area cleaning regime. **(13.1)**
- o) measures to control the emission of noise, dust, and dirt during construction, **(13.1)**
- p) air quality mitigation measures listed in Section 6 of the Air Quality Statement prepared by Stantec May 2025 (referenced 333101463) **(12.0)**
- q) method of recycling/disposing of waste resulting from demolition and construction works. **(8.2 / 18)**
- r) asbestos survey results and if present a safe removal and disposal plan to be submitted. **(2.6)**
- s) methods for communicating with local residents **(19)**

1.3) The approved CEMP shall be adhered to and implemented throughout the construction period strictly in accordance with the approved details, unless otherwise agreed in writing by the local planning authority.

1.4) Having regard to the above purpose of this CEMP is to:

1.5) Identify best practice and control measures to be implemented during the construction phase of the proposed development.

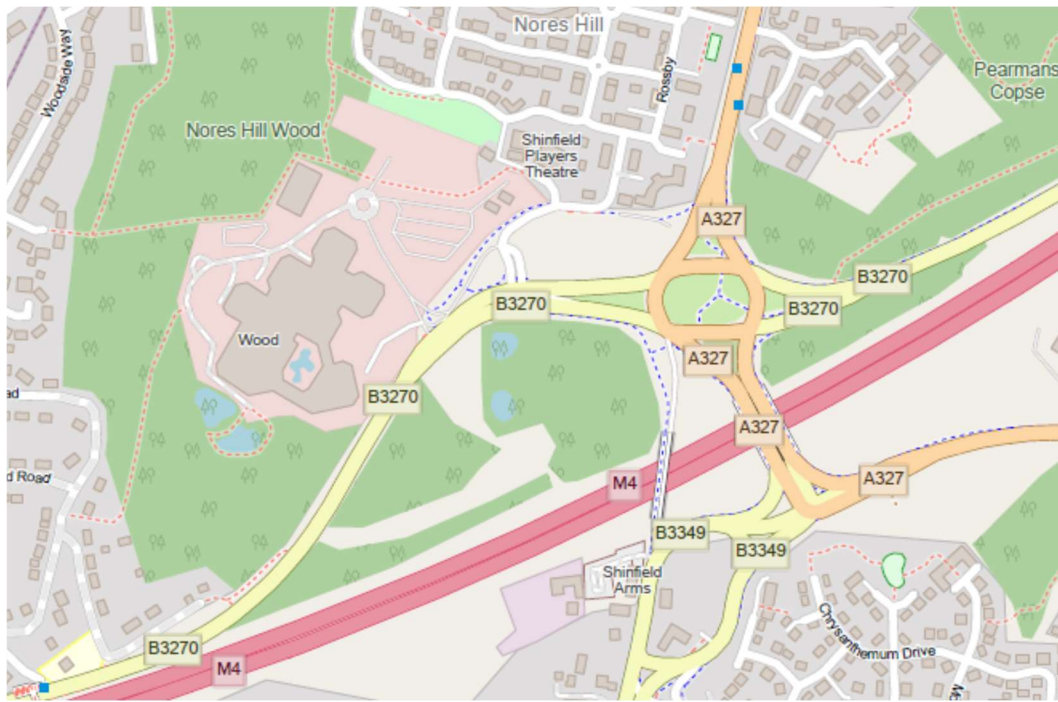
1.6) To ensure protective and preventative measures are in place to safeguard local biodiversity and to ensure any disruption associated with the construction phase is minimised as far as reasonably practicable.

2. Project Overview

2.1) Site address: Shinfield Park, Reading, RG2 9FW



The proposed site location.



Map indicating the site boundary in red

2.2) The site falls within the administrative control of Wokingham Borough Council, and the existing office complex formerly known as 'Shire Hall' and associated car parking is currently being demolished as part of an enabling works package.

2.3) The site boundaries are defined by adjacent woodland to the southwest and northwest (of which the area to the northwest is designated Ancient Woodland), whilst the southeastern boundary is delineated by the B3270. To the northeast, neighbouring residential development lies immediately outside the site boundary.

2.4) The proposals are for redevelopment of site to create 6 units for flexible employment use (Use Class E(g)(ii) - (iii)/B2/B8) together with associated servicing areas, parking, landscaping and other associated works.

2.5) The proposed construction programme for the project is expected to be 55 weeks in duration.

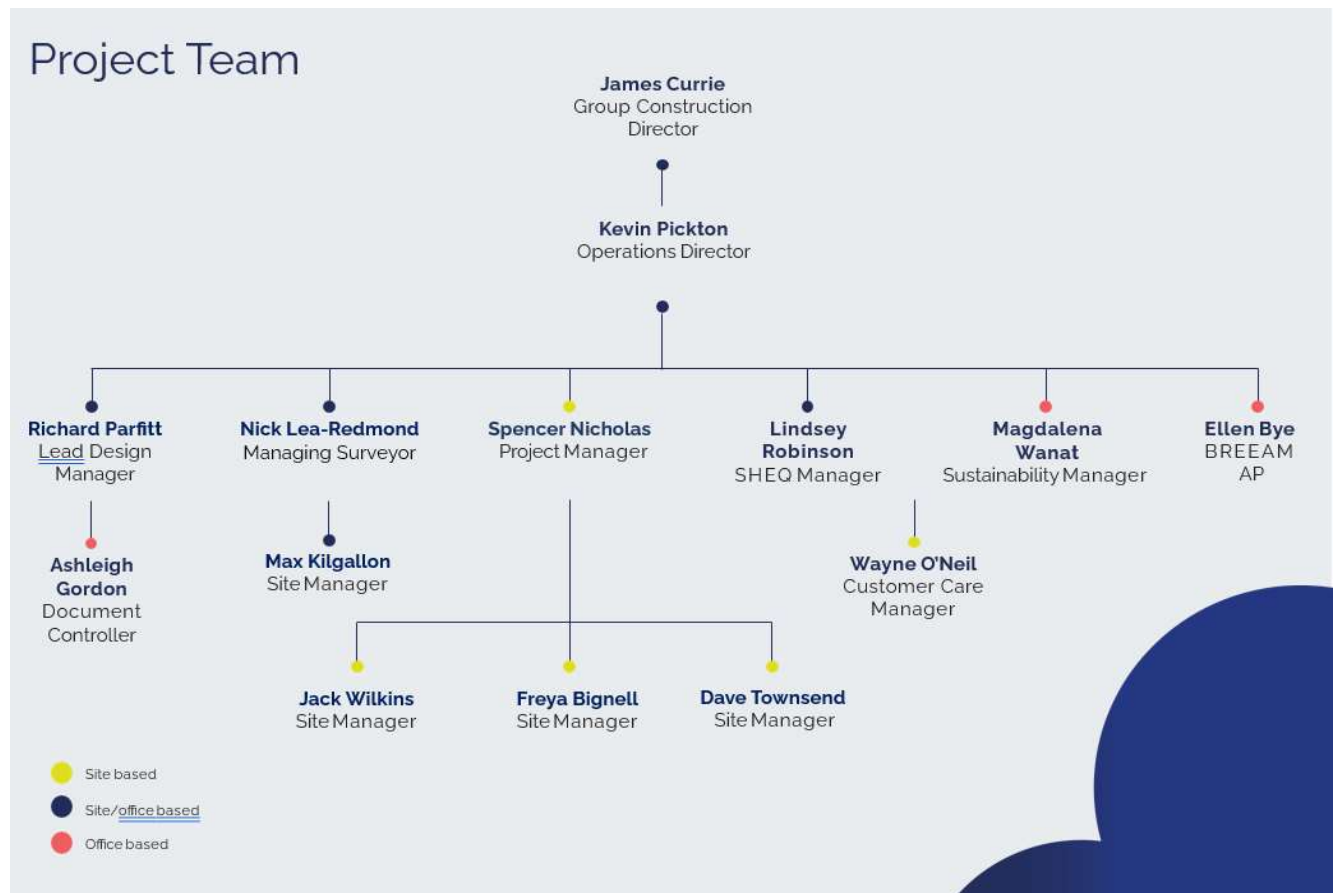
2.6) A summary of the measures proposed in the Construction and Environmental Management Plan (CEMP) to address the site circumstances are set out below:

- An asbestos survey was undertaken and identified asbestos was removed and disposed of in accordance with the relevant requirements prior to demolition works taking place.
- A construction logistics plan is included showing the proposed delivery routes, vehicle access / egress points and parking for construction personnel. There is traffic management to ensure that disruption and congestion, caused by the site operations, is kept to a minimum.

- Limiting the hours of working to reduce the potential for nuisance and disturbance; For example, noisy and potentially disruptive works will be undertaken with prior notice to neighbours, techniques will be used to keep these impacts to a minimum.
- Ecological works with the potential to cause disruption to fauna and flora will only be undertaken during the designated periods (as described in the Aspect Ecology Ecological Appraisal). Where this is not possible, MCS will employ an ecologist to visit site and undertake inspections / provide guidance.
- Ecological attendance will also be undertaken during various stages throughout the construction process. The first site visit will take place during our initial commencement on site to carry out a field survey to collect biological information. The field survey needs to be completed prior to the green strip. The main concern is ensuring the accent woodland to the northeast boundary of site is protected (15m buffer). The ecologist will advise on the tree protection fencing and undertake an inspection once installed to confirm compliance. Further visits will be carried out during the construction period to ensure the fencing around the protected trees is maintained as well as scheduled milestones in the programme such as buildings being erected and external works progressing.
- To keep the impact of the construction activities within acceptable levels and to minimise disturbance and pollution to adjoining buildings, owners and users, all appropriate precaution measures shall be agreed with the local authority and then implemented to control noise, suppress dust and minimise vibration.
- Maintain clear, safe access to the public areas surrounding the site and keeping hard surfaces clean and tidy.
- Construction waste is to be segregated into separate waste streams to facilitate recycling, repurposing and recovery.
- Reduce the risk of vandalism, fuel spills and pollution incidents.

3. Roles and Responsibilities

3.1) Proposed Management Team:



The Role of the Ecological Clerk of Works

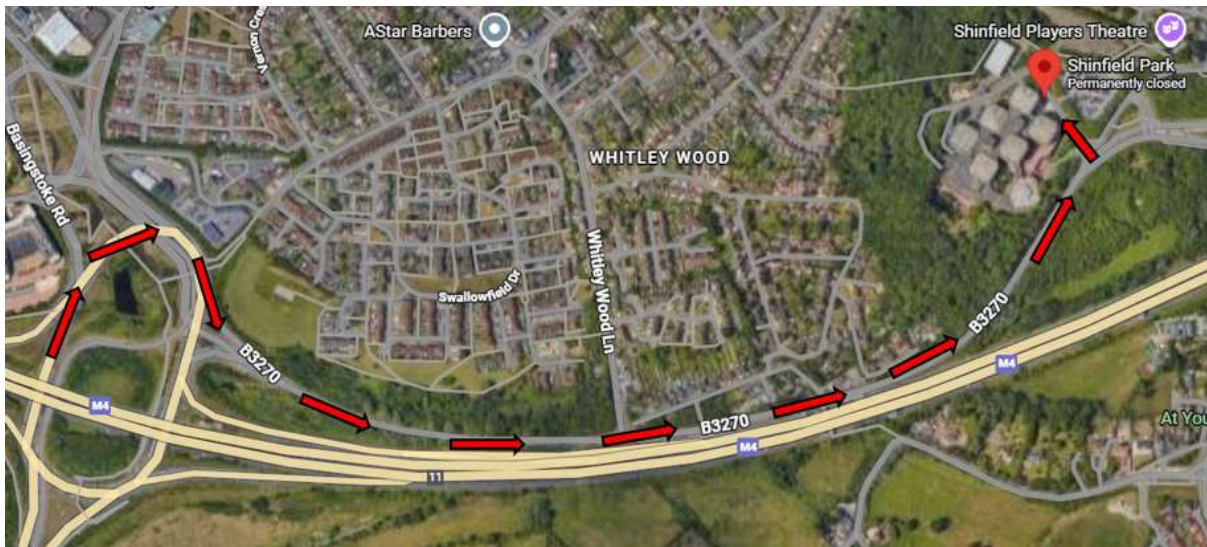
3.2) An ECoW will be present to oversee:

- Ensure the tree protection fencing has been installed correctly for any retained tree and to the buffer areas of the Ancient Woodland.
- Checks of undergrowth, log piles etc. for small mammals as part of site clearance works.
- Checking for evidence of Badger activity prior to works commencing.
- Any necessary removal of bird nesting habitat during nesting season.
- Provide advice on the locations for bird and bat boxes.
- Other matters as discussed and agreed between the Site Manager and Ecology Solutions.

4. Logistics and Site Set Up

4.1) Access to the site will be off the M4 and onto B3270, vehicles will enter the site via the existing site entrance.

4.2) Vehicles will be met by a banksman on entry and directed to the correct area for unloading. Once unloaded they will turn around within the site and leaving the same way as entering site.



Delivery route to site

4.3) All deliveries will be scheduled in with the site team prior to delivery to ensure no congestion build up on the nearby highways.

All suppliers and sub-contractors will be notified of the site delivery constraints and specific directions at the time of order. Specific delivery times will also be included within the orders to ensure no deliveries take place during peak traffic times.

4.4) Areas for storage will be created onsite as detailed on the site plan to prevent damage to materials.

4.5) For materials movement around site, we will utilise forklifts to service material unloading (from vehicles) and distribute materials around the site.

4.6) For erecting the steel frames and loading out roofing materials, mobile cranes will be utilised. The cranes will be located within the footprints of the buildings for the steel erection then move into the service yard areas for any further lifting.

4.7) The exact positioning and model of the crane will be determined once the design completed, and contractor appointed. On appointment a full crane lift plan will be produced as required.

4.8) A full temporary works design will be completed to ensure the suitability of the crane bases/mats required to support the cranes.

5. Hours of Deliveries

5.1) MCS Group will control the times of deliveries, and all attempts will be made to stagger delivery times to minimise congestion on the local highways. Deliveries will only be accepted between the hours of 9am and 4pm.

6. Materials Movement

6.1) Materials will be unloaded from the delivery vehicle once on site, in a safe manner, utilising manual handling aids and mechanical plant such as fork-lifts. Materials will then be relocated to the designated storage areas.

There will be no loading or unloading of vehicles outside of the site boundary.

7. Site Welfare

7.1) As detailed in the logistics plan, we plan on locating the site welfare within the overflow car park area at the North of the site. As the works progress the cabins will be relocated onto a section of finished yard to unit 5, allowing the finishes to be completed to the car park area.

7.2) The site accommodation will consist of site management offices, meeting room, canteen, drying room, male and female toilets, and secure storage areas.

7.3) Site parking for operatives and visitors will be adjacent to the welfare area.

7.4) The site will be secured the utilising the existing hoardings erected by the demolition contractor and the existing secure fencing.

7.5) The gates will remain closed at all times to ensure no un-authorised access on to site and access to the site will be managed by a gateman.

7.6) The public right of way will be maintained using a gateman and expanding fences which will be pulled back and forth as required to allow access to the site welfare area whilst still preventing unauthorised access to the site from the public.

Within the site, safety barriers will be utilised to segregate construction traffic from pedestrians.



Example of typical expanding fence



Example of typical mcs site entrance hoarding



Site logistics plan (see appendix for the full size plan)

8. Storage of Plant and Materials

8.1) Materials and plant will be stored within the site area and where possible within secure storage containers or within the secured building. Outside of working hours all plant will be immobilised, locked and where applicable vandal guards installed. Segregation zones will be established around the site for unloading and laydown of materials.

8.2) Waste management areas will also be established for the segregation of waste into skips.

9. Working Hours

9.1) Generally, MCS working hours on site are 8:00am to 5:30pm Monday to Friday. However, this may from time to time differ due to the surrounding environment where it may be necessary to undertake some works out of hours for safety precautions or to keep disruption to a minimum. Any works undertaken outside of the standard working hours will be agreed beforehand with the Council's Environmental Team. Once agreed, a letter will be issued to the surrounding residents and business's confirming any out of hours work as needed. Within the letter, details of our site management team will be provided should any concerns be raised.

10. Site Security and Fire

10.1) The site will be secured using a combination of existing perimeter fencing and solid hoarding panels with secure access gates.

24-hour contact details will be displayed on the fence line in case of emergencies.

10.2) A combination of additional security measures may also be utilised at various stages of the project dependant on the risk associated with the site activities, these measures may include:

- The use of Armadillo Security Robots
- CCTV systems
- Manned security guards

10.3) Fire Points will be set up utilising fire boards with electronic "screamers", water and carbon dioxide fire extinguishers and a copy of the fire escape plan. These will be located in all key locations on site, such as site offices and by the means of exit.

10.4) They will be checked weekly to ensure they are in good condition and in date and signed off as required.

A fire assembly point will be established near to the site entrance and fire drills will be carried out on a regular basis and recorded.

11. Noise and Vibration

11.1) MCS realise the control of noise and vibration is paramount during the construction phase to protect nearby residents from pollution.

11.2) All construction work and associated activities are to be carried out in accordance with the recommendations contained within British Standard 5228:2009, "Code of practice for noise and vibration control on construction and open sites", Parts 1 and 2'.

11.3) All vehicles and plant used during the development will be maintained in good and efficient working order, and in accordance with manufacturer's specification.

11.4) All vehicles, mechanical plant, and machinery used during the development shall be fitted with proper and effective silencers and shall be maintained in good and efficient working order.

11.5) All plant and machinery in intermittent use shall be shut down in the intervening periods between works.

11.6) Plant and machinery capable of generating significant noise and vibration levels will be operated in a manner to restrict its duration.

11.7) Static plant and machinery shall be sited as far away as possible from inhabited buildings or other noise sensitive locations.

11.8) All compressors shall be 'noise reduced' models that are fitted with properly lined and sealed acoustic covers which shall be kept closed whenever the machines are in use. All ancillary pneumatic percussion tools shall be fitted with mufflers or silencers of the type recommended by the manufacturers.

11.9) Wherever possible mains electricity or battery powered equipment shall be used instead of diesel- or petrol-powered generators.

11.10) Acoustic barriers or earth screening will be used when noisy activities are undertaken.



Example of acoustic barrier above

11.11) Operations likely to create noise / vibration.

Operation	Hazard	Action
Bulk Earthworks	Noise & Vibration	Ear defenders to be worn, use machines fitted with Silencers, Noise zones, Acoustic barriers / screening
Vibro stone piling	Noise & Vibration	Use machines fitted with Silencers, Use of ear defenders, Noise zones, Acoustic barriers / screening
Steel erection	Noise & Vibration	Use machines fitted with Silencer, Noise zones, ear defenders

11.12) Given the proposed reduction techniques, we do not believe the levels of noise and vibration will be above an acceptable threshold. We will however undertake regular communications with the neighbouring properties to ensure the levels of disruption are kept to a minimum.

12. Air Quality

12.1) MCS Group will endeavour to meet all current standards for air quality as noted within section 6 of the Stantec AQA, issued in May 2025. An inventory will be developed for plant and equipment that is used on site.

12.2) All plant and equipment will be serviced in line with PUWER and manufacturer's instructions. All service record logs will be maintained and kept on site.

12.3) All non-road Mobile Machinery (NRMM) of net power between 37kW and 560kW, will conform to EU Engine Emissions Stage or have an exemption. Currently the requirement is to meet Stage IIIA of EU Directive 97/68/EC as a minimum.

12.4) Further to this, all plant and machinery will have the relevant thorough examination reports available for inspection within the site safety files.

12.5) Where possible, plant such as MEWP's will be electric to reduce emissions (once the temporary electricity supply to the site is established).

13. Mud and Dust

13.1) During the works a range of measures will be employed to minimise the creation and spread of mud and dust arising from this work in accordance with Environmental Protection Act 1990:

- Regular inspections for dust and mud outside of the boundary will be undertaken, should works be creating excess arisings, works will be ceased until suitable alternative methods are established.
- Sufficient hardstanding will be placed on commencement of the project and base course tarmac will be laid to assist with clean lay down areas and the reduction of the spread of mud and dust.
- In dry conditions damping down of surfaces will be carried out to control dust.
- Throughout the earthworks, hoses with fine mist sprays will be located close to the work area and used to dampen down the area generally and directed at any airborne dust particles.
- All material for disposal will not be stockpiled for long durations and waste arising from construction activities will be protected from wind erosion when required.
- All lorries and skips will use cover sheets to prevent accidental spillages.
- Dust extraction or damping down systems will be used for all onsite cutting of materials.
- A vehicle jet wash area will be provided to minimise carry-over to the highway.
- All vehicles will be inspected, and any dirt / debris removed before leaving site.
- Regular sweeping of access roads to the site will be carried out where mud is likely to affect residents and highway safety.

14. Ecology

14.1) MCS Group will, as far as is reasonably practical, plan and undertake to minimise effect on, and avoid damage to, ecological or environmental features. We will ensure that all features that have been identified in section 6 of the ecological appraisal completed by Aspect Ecology are appropriately addressed.

14.2) Ecological attendance will be undertaken during various stages throughout the construction process.

The first site visit will take place during our initial commencement on site, to carry out a field survey to collect biological information. The field survey will be completed prior to the green strip.

14.3) The ecologist will advise on the tree protection fencing and undertake an inspection once installed to confirm compliance.

14.4) Further visits will be carried out during the construction period to ensure the fencing around the protected trees is maintained as well as scheduled milestones in the programme such as buildings being erected and external works progressing.

Risk Assessment of Potentially Damaging Construction Activities

14.5) Potentially damaging construction activities include vegetation clearance, impact piling, plant, machinery and vehicle operation, general construction works, lighting, and dust and surface runoff pollution. The likelihood of these impacts arising, and their potential severity, is set out in the appended risk assessment, which also includes the measures to be taken to reduce or avoid the risks identified.

14.6) Recommendations from the Aspect Ecology appraisal:

MC1 - Protective Fencing. *The boundary of the site will be defined by protective fencing, such as Heras fencing, or similar. The protective fencing shall be erected prior to any relevant site preparation, demolition or construction activities commencing. The fencing shall be labelled with appropriate signage detailing the importance of the biodiversity protection zone (BPZ) and outlining that no works are to be undertaken within the BPZ without prior agreement with the advising ecologist / Ecological Clerk of Works.*

Where appropriate the protective fencing will be erected in accordance with arboricultural advice, to the standard stipulated under the arboricultural best practice guidance British Standard 5837:2012, to safeguard retained hedgerows and trees (refer to Aspect Arboriculture's Tree Protection Plan).

The site manager or suitably appointed person will be responsible for inspecting the protective fencing daily on parts of the site where construction activities are taking place. If required, a checklist will be produced for the purposes of the inspections and will be maintained with other site data sheets for the duration of the project.

In instances where it is necessary for specific works to be undertaken within the BPZ, such as the erection of scaffolding, installation of services and other relevant ancillary operations, these activities will be undertaken following the submission of method statements to be prior approved by the Ecological Clerk of Works and arboricultural consultant, as necessary. Each method statement will include an agreed method of works, extent of direct supervision by the Ecological Clerk of Works/arboriculturist (if required),

and frequency of site visits to be made for the duration of the works.

14.6.1) Whilst the tree protection fencing has been installed as part of the demolition works on commencement of the main works MCS will review all of the fencing to ensure it is compliant with the arboriculture report and in good condition. Once this has been checked a site visit will be arranged with the ecological clerk of works to confirm compliance.

The site team will then inspect the fencing daily and record the outcome on a checklist.

For any works within the tree protection areas advice will be sought from the ecological clerk of works prior to any works commencing.

MC2 - Pollution Prevention (Air Quality). *To safeguard the LWS and ancient woodland the following dust control and abatement measures will be implemented during construction:*

- *Machinery, fuel and chemical storage and dust generating activities shall not be located adjacent to ancient woodland / LWS;*
- *Should this not be possible then the ancient woodland / LWS shall be protected using dust barriers/screens where practicable;*
- *Surfaces and dusty activities will be damped down as required by the use of agreed wet cleaning methods or mechanical road sweepers during periods of dry weather;*
- *All relevant loads entering and leaving the site will be covered;*
- *Stockpiles of materials shall exist for the shortest possible period and be kept away from the ancient woodland / LWS; and*
- *Any fires will only be lit in secure compounds away from the ancient woodland / LWS (minimum 10m) and not allowed to remain lit during the night.*

14.6.2) MCS will comply with the recommendations above in regard to the ancient woodland.

14.6.3) There will be no fires on site.

MC3 - Pollution Prevention (Water Quality/Surface Run-off). *Best management practice will be followed in accordance with the advice previously issued by the Environment Agency in their Pollution Prevention Guidelines (PPG) or relevant updated documents, which will essentially reduce potential pollution impacts to nil. The following key safeguards will be implemented at the site:*

- *During all construction works, good site management will ensure that pollution incidences are kept to a minimum. This will include checking all machinery for any oil leaks and installing drip trays as required;*
- *Appropriate spillage kits or absorbent materials will be held on site and staff informed of what to do in an emergency. An up-to-date drainage plan should be maintained, hazards identified, and a contingency plan drawn up, giving advice on what action to take and who to inform;*

- *Storage areas for chemicals, fuels, etc. will be sited well away from the ancient woodland / LWS (minimum 10m), and stored on an impervious base within an oil-tight bund with no drainage outlet:*
- *Where possible, and with prior agreement of the sewage undertaker, silty water should be disposed of to the foul sewer or via another suitable form of disposal, e.g. tanker off-site:*
- *Water washing of vehicles, particularly those carrying fresh concrete and cement, mixing plant, etc. will be carried out in a contained area as far from the ancient woodland / LWS as practicable (minimum 10m), to avoid contamination; and*
- *Refuelling of plant will take place in a designated area, on an impermeable surface, away from the ancient woodland / LWS (minimum 10m).*

MC4 – Hedgerow, Woodland and Tree Protection. *All hedgerows, woodland and trees to be retained within the proposed development will be protected during demolition and construction in line with standard arboricultural best practice (BS5837:2012) or as otherwise directed by a suitably competent arboriculturist. This may require the use of protective fencing or other methods appropriate to safeguard the root protection areas of retained trees, woodland and hedgerows.*

MC5 - Veteran Tree Protection. *The veteran tree will be protected from development works by the creation of a buffer zone which is at least 15 times larger than the diameter of the tree, or 5m from the edge of the tree's canopy, whichever is larger.*

MC6 – Ancient Woodland Protection. *The ancient woodland shall be suitably buffered from the proposed development with a minimum 15m buffer zone between the woodland and any new built development.*

14.6.4) See tree protection fencing detailed on the site logistics plan.

MC7 – New Hedgerow Planting. *To mitigate for the loss of hedgerow H1, new species-rich native hedgerow planting will be provided as part of the landscape scheme. This will also ensure a minimum 10% gain in hedgerow biodiversity value and will be secured as part of the BNG strategy.*

14.6.5) MCS will install the planting in accordance with the details to be approved pursuant to condition 16.

MC8 – Update Survey. *Should any considerable time (e.g. >2 years) elapse between the survey work detailed above and any development works, a further survey of the buildings with potential to support roosting bats should be undertaken prior to the commencement of works to confirm the continued absence of bats.*

14.6.6) The existing buildings are in the process of being demolished so this requirement is no longer considered applicable.

MC9 – Removal of Roofs. *Removal of the roofs of B4 and B5 shall be undertaken with care during favourable weather conditions (e.g. not during heavy rain, high winds or unseasonable low temperatures) under an appropriate watching brief. Should any bats be encountered, works will need to stop and Aspect Ecology contacted so that suitable mitigation can be agreed prior to works re-commencing. This may potentially involve*

discussion with Natural England and acquisition of a development licence for works to resume.

14.6.7) The roof removal has been completed as part of the demolition works (under separate CEMP cover) and will not be applicable to the main works.

MC10 – Sensitive Lighting. *Light-spill onto retained and newly created habitat, in particular the retained woodland and LWS (especially to the south of the site), will be minimised in accordance with good practice guidance³⁴ to reduce potential impacts on light-sensitive bats (and other nocturnal fauna). This will be achieved through the implementation of a sensitively designed lighting strategy, with consideration given to the following key factors:*

- **Light exclusion zones** – no new lighting is proposed within the LWS such that dark corridors for bats will be maintained to the west and south of the site:
- **Appropriate luminaire specifications** – consideration should be given to the type of luminaires used, in particular luminaries should lack UV elements and metal halide, and fluorescent sources should be avoided in preference for LED luminaries. A warm white spectrum (ideally <2,700K) should be adopted to reduce the blue light component:
- **Light barriers / screening** – new planting (e.g. hedgerows and trees) or fences, walls and buildings can be strategically positioned to reduce light spill:
- **Spacing and height of lighting units** – increasing spacing between lighting units will minimise the area illuminated and allow bats to fly in the dark refuges between lights. Reducing the height of lighting will also help decrease the volume of illuminated space and give bats a chance to fly over lighting units (providing the light does not spill above the vertical plane). Low level lighting options should be considered for any parking areas and pedestrian / cycle routes, e.g. handrail lighting or LED footpath lighting.
- **Light intensity** – light intensity (i.e. lux levels) should be kept as low as possible to reduce the overall amount and spread of illumination.
- **Directionality** – to avoid light spill lighting should be directed only to where it is needed. Particular attention should be paid to avoid the upward spread of light to minimise trespass and sky glow.
- **Dimming and part-night lighting** – lighting control management systems can be used, which involves switching off/dimming lights for periods during the night, for example when human activity is generally low (e.g. 12.30 – 5.30am). The use of such control systems may be particularly beneficial during the active bat season (April to October). Motion sensors can also be used to limit the time lighting is operational

14.6.8) Lighting will be designed and installed in accordance with details to be submitted for approval prior to installation in accordance with the provisions of Condition 21.

MC11 – Badger Update Survey. *Given that no evidence of Badgers has been recorded within or adjacent to the site it is considered that Badgers do not currently pose a constraint to development. Nonetheless, Badgers are dynamic animals and levels of Badger activity can rapidly change at a site, with new setts being created at any time. It is*

therefore, recommended that an update survey is carried out prior to commencement of site works to confirm the status of Badgers at the site.

14.6.9) MCS will complete the badger survey ahead of the main works commencing to ensure no change has occurred since the previous survey.

MC12 – Nesting Bird Restrictions. *To avoid a potential offence under the relevant legislation, no clearance of suitable vegetation shall be undertaken during the bird-nesting season (1st March to 31st August inclusive). If this is not practicable, any potential nesting habitat to be removed shall first be checked by a competent ecologist to determine the location of any active nests. Any active nests identified will then need to be cordoned off (minimum 5m buffer) and protected until the birds have fledged.*

These checking surveys will need to be carried out no more than three days in advance of vegetation clearance.

14.6.10) Tree clearance will be undertaken outside of nesting season on commencement of the main works; it is anticipated this will be in February 2026. Should this be delayed, an ecologist will attend site to inspect the trees prior to their removal.

MC13 – Small Mammal Safeguards. *To safeguard Hedgehog, and other small mammals should they enter the site during construction works, the following measures will be implemented:*

- *A watching brief shall be maintained for Hedgehog, and other small mammals throughout any clearance works.*
- *Any trenches left open overnight shall be provided with a means of escape, e.g. gently graded ramp or a roughened plank; to allow animals to escape should they enter the trench. This is particularly important if the trench fills with water.*
- *Any temporarily exposed open pipes or open drains shall be blanked off at the end of each working day to prevent animals gaining access as may happen when contractors are off-site.*
- *Any trenches/pits shall be inspected each morning to ensure no animals have become trapped overnight.*
- *The storage of any chemicals at the site will be contained in such a way that they cannot be accessed or knocked over by any roaming animals.*
- *Fires will only be lit in secure compounds away from wooded habitats and will not be allowed to remain lit during the night.*
- *Unsecured food and litter will not be left within the working area overnight.*
- *Any piles of material already present on site, particularly vegetation/leaves, etc. and any areas of dense scrub or hedgerows, shall be dismantled/removed by hand and checked for Hedgehog prior to the use of any machinery/disposal.*
- *Any material to be disposed of by burning, particularly waste from vegetation clearance and tree works, should not be left piled on site for more than 24 hours to*

minimise the risk of Hedgehogs or other animals occupying the pile. If this cannot be avoided, material should be stored within a container such as a skip to prevent animals from gaining access. Any material which has been stored on the ground overnight should be moved prior to burning to allow a thorough check for any animals which may have been occupying the pile.

- *If an injured mammal is found, the animal should be wrapped carefully in a towel and taken to a local vet immediately. If an injured Hedgehog is found the British Hedgehog Preservation Society (BHPS) can be phoned (01584 890801).*

14.6.11) The processes and inspections above will be carried out and adhered to by the MCS site team.

15. Flood Risk

15.1) Whilst we believe the likelihood of flooding on the site is minimal, MCS will implement best practice to ensuring we manage the risk of flooding and do not create potential for flooding whilst undertaking the construction works. Good practice that will be implemented will be as follows:

- The construction surface water management plan will be developed with the input of the key supply chain and reviewed on a regular basis.
- The site will be surveyed to ensure no existing drainage systems will be compromised during the excavation works. Should undocumented drainage be discovered, further surveying will be undertaken to identify if it is live and if so, a redesign of the drainage will be undertaken by the civil engineer to incorporate the outfall.
- Permanent drainage including attenuation will be installed early in the construction phase to ensure onsite water retention in the attenuation tanks.
- Should ground water be discovered during excavations, temporary ditches or swales will be formed to collect water in and safely retain on site.
- Existing drainage to the highway will be inspected on commencement to ensure it is in good working order and that all gullies are clear and running. MCS will ensure that the construction works do not affect the drainage system beyond the site and that they remain in good order throughout. Regular inspections will be undertaken checking drainage runs and gullies are clear, aided by undertaking vehicle cleansing and road sweeping as required.
- Good practice will be followed regarding temporary water supply installations and lagging to ensure no water pipework leaks occur.
- Fencing will be installed around the existing retained ponds during the construction process. The management team will ensure an inspection of the ponds and fencing is carried out daily as part of the wider ecological inspections.

16. Spillage control

16.1) An Environmental Aspect and Impact Assessment for the project will be undertaken to identify activities which pose a risk to the environment, their significance, along with appropriate mitigating actions.

16.2) Following this an emergency procedure plan will be created. This document will be held in the Construction Phase Plan and displayed on the site noticeboards.

16.3) To minimize the risk of a pollution incident, all operatives must understand the environmental risks associated with their work activity and what control measures are in place to eliminate or reduce negative environmental impact. All operatives are educated in the site-specific risks and control measures during their site induction and via regular Toolbox talks.

16.4) Compliance with environmental procedures is monitored daily on site by our management team and regularly by our SHEQ Manager who undertakes ISO audits on health, safety and environment, monthly.

17. Artificial Lighting

17.1) Flood lighting, security lights, and any other obtrusive external lighting shall be sensitively located to avoid nuisance to neighbouring properties and ecological features noting the presence of bats etc.

17.2) The direction and angle of external lighting will not cause light spill, glare, or nuisance to neighbouring properties or highway users.

17.3) Any light sensors fitted will be adjusted as such to ensure that they are only activated from activity on site.

17.4) Localised lighting will be used wherever possible to avoid excessive illumination of inactive areas.

17.5) The use of external lighting overnight will be minimised consistent with safe access, egress, and security of the development site.

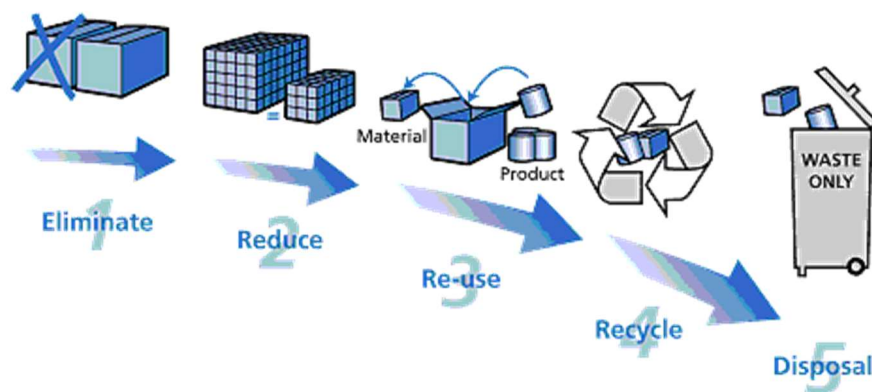
18. Waste Management

18.1) MCS Group will ensure that all waste is disposed of correctly. This means by authorised persons, to an authorised transfer station and finally to a licenced land fill, where not recycled/re-used on site. Every project that requires the development of a Construction Phase Health, Safety and Environmental Plan will complete a waste management plan.

18.2) The waste management plan will document:

- The types of waste generated and EWC code.
- Estimated wastes on commencement.
- Who the waste carrier is, their licence number, and a copy of their certificate.
- A log of all wastes removed from site and copies of all transfer notes.
- Total quantities of waste removed.

18.3) Every site will use the following waste management principles to ensure the amount of waste generated is kept to a minimum:



18.4) There shall be no burning of waste at any time on the development site.

18.5) MCS Group shall have an appropriate means of waste disposal in place for the duration of the development works. Appropriate waste transfer and/or disposal documentation shall be made available for inspection by the local planning authority on request.

18.6) MCS Group shall ensure that any waste materials stored on the site are adequately secured to prevent unnecessary and unsightly dispersal of the materials around the site and public areas (streets, laneways, footpaths, and reserves).

18.7) All excavated materials to be removed from site will be subject to a testing regime beforehand to identify the waste classification criteria and removed in line with the remediation report. Waste excavated from site (cut) will be temporarily stock piled, then removed from site on a regular basis and taken to an appropriate landfill. Stockpiles created will be located in areas without the potential to cause nuisance to neighbouring properties or businesses and be kept at a low level. Should stockpiles be formed from very dry or fine materials these will be damped down or covered over to reduce spread from wind erosion.

19. Communication

19.1) Ahead of the site commencement MCS Group (in conjunction with the developer) will arrange to complete a letter drop to residents and businesses advising of the commencement of the project and giving details of who the relevant contacts are. Further letter drops will be undertaken throughout the duration of the project.

19.2) Notification will be made to the fire service, police and environmental health to notify them of the project and agree communication strategy.

19.3) Any communication to the site can be addressed to info@mcs-ltd.com or via the phone on 01926 842500.

19.4) Any emails/calls will be directed immediately to the Project Manager, who will be able to respond quickly to any concerns.

19.5) All calls and correspondence will be logged on a spreadsheet which will be maintained as a live document, and the status of each communication will be recorded and monitored weekly to ensure that all matters are dealt with in a timely manner e.g. to

close these out in the shortest possible time and to record what actions were taken to resolve each item.

19.6) We will also create a community notice board which will be erected on the site hoarding at the front of the site, this will contain details of the 24-hour emergency contact should any members of the public need to contact the team out of hours.

20. Considerate Constructor Scheme

20.1) On commencement of the project the site will be registered with the Considerate Constructors Scheme.

20.2) This nationally recognised Charter encourages "Best Practice" in managing the interface between the building operations and the immediate neighbourhood. This includes providing residents, the council, local businesses, and key stakeholders with written communications on a regular basis, both immediately prior to works commencing on site and in advance of major activities.

20.3) A minimum requirement of the CCS scheme is to provide contact details for the Site/Environmental Manager responsible for community relations, a brief description of the works, the anticipated duration, regular newsletter/updates on the planned activities and who to contact with to make any complaints.

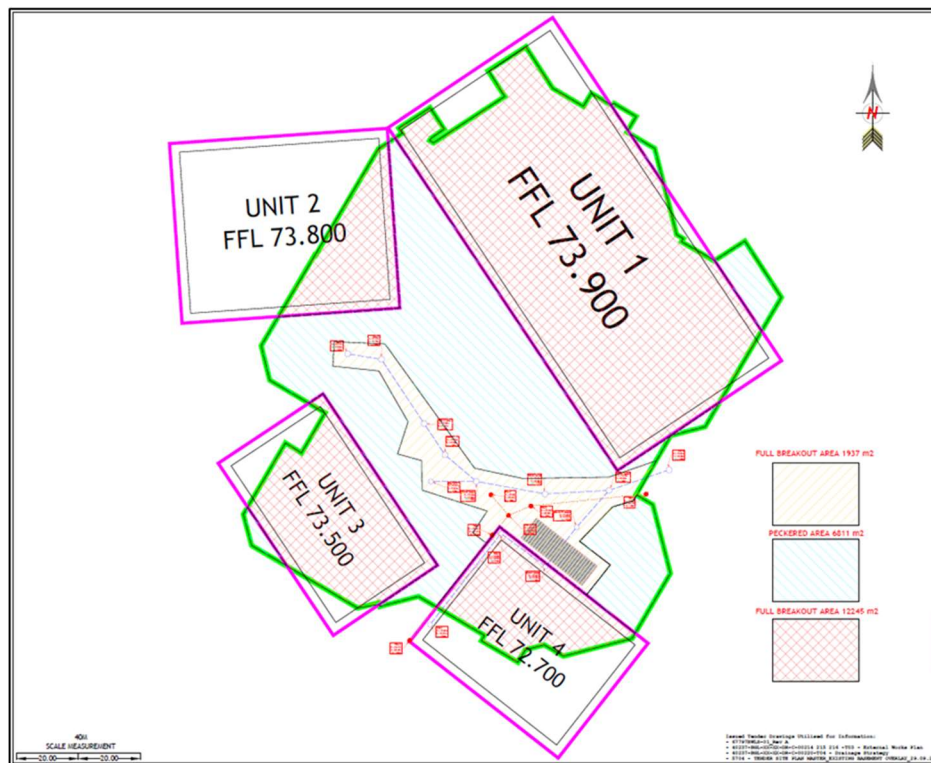
20.4) The Contractor will be independently monitored and audited during the building works to ensure compliance with their Code of Practice in the hope of improving the image of the Construction Industry.

21. Construction Methodology

21.1) We will commence the works with the installation of the site welfare and accommodation.

21.2) We will then excavate the green vegetation and tree areas and rootzones to a depth of 200mm and stockpile for screening and placing in the soft landscape if possible or for removal offsite for use by others.

21.3) The remaining hardstanding's will also be removed and relic basement structures removed under the proposed building footprints and where any deep drainage is located. Please note, we plan on leaving the existing basement slab beneath the external yard areas except where deep drainage has a lower invert as per the below drawing.



Basement slab removal plan

21.4) The hard standing and relic foundation materials will be reprocessed to form a suitable Type 1R stone for re-use as the upper 250-500mm Pile Mat/LTP & Working Platform.

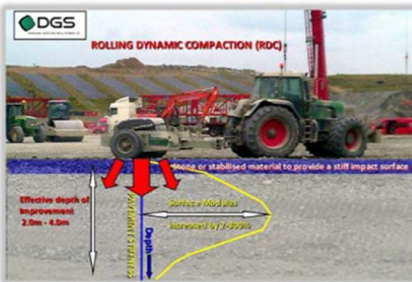
21.5) Across the fill zone, we will proof roll the made ground to locate any excavated soft spots left by the demolition works and compact the underlying ground and provide a uniform compacted material with a stiffness and bearing capacity confirmed by LWD plate tests and greatly reduce the Long-Term settlement potential.

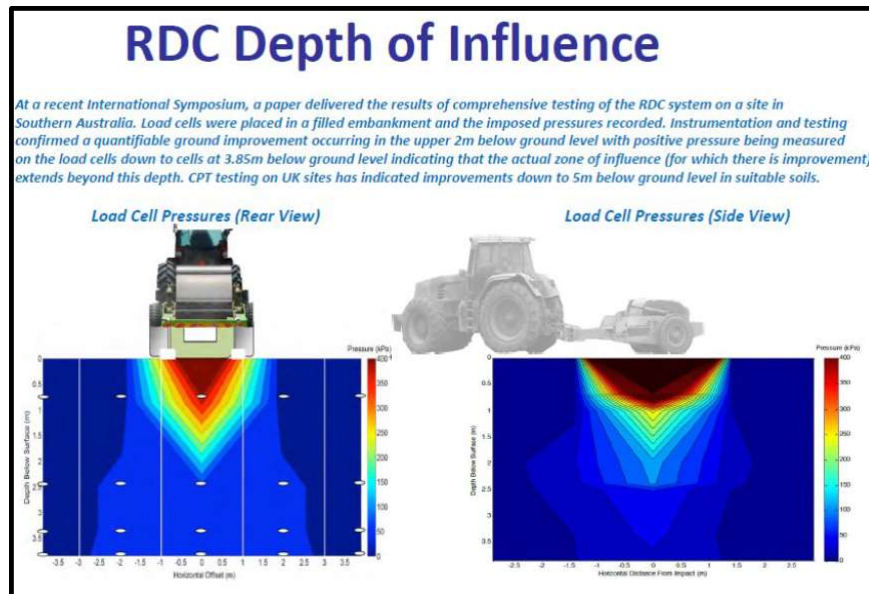
Rolling Dynamic Compaction (RDC)

RDC utilising either an 8T or 12T Rolling Mass

Enables Compaction down to 4-5m with benefits observed at 6m in suitable material.

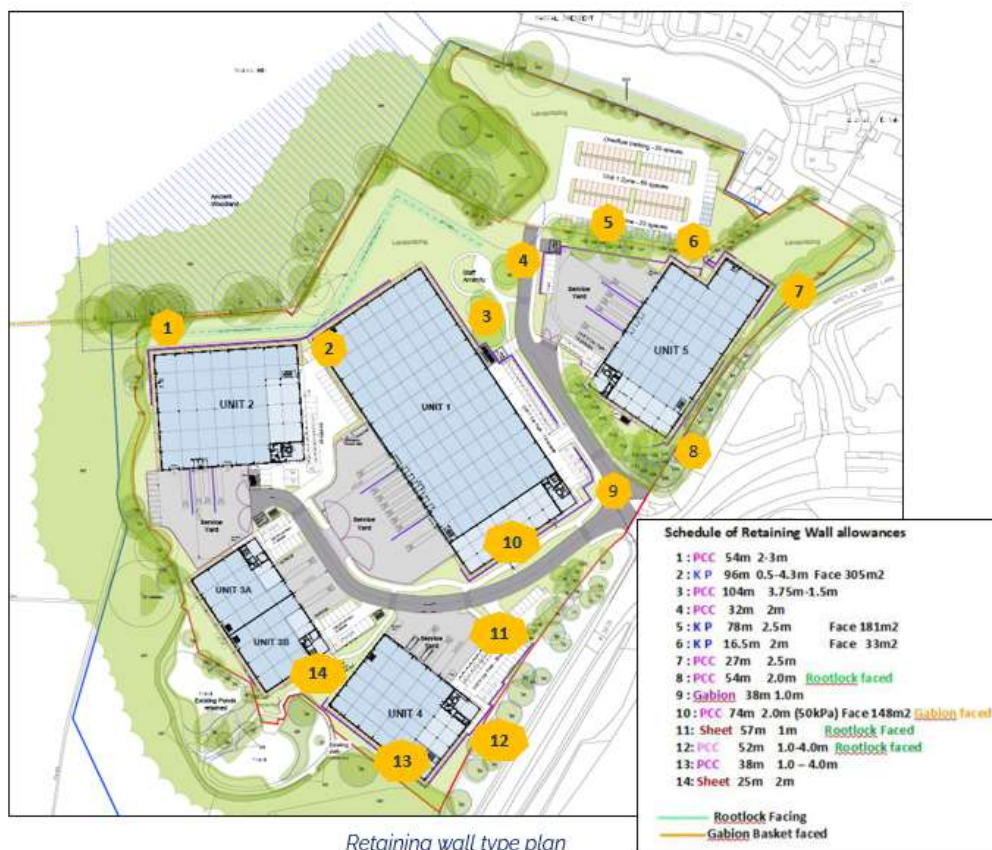
DGS utilise the most effective RDC unit in the UK. Other units only apply around 25 kN/m² of force, however, our units can apply 80 kN/m² giving at least Three times the impact energy of any other unit. This means that DGS's RDC treatment has an increased productivity rate leading to an overall reduction in contract time of upto 50% of alternative systems.



21.6) Retaining Walls

21.7) The perimeter retaining walls will then be installed as detailed on the SK08. Allowance has been made to supply & install Rootlock (or similar) vegetation facing to the sheet piles and PCC units and Gabion basket facing to PPC units as detailed. It is noted that details of the gabion wall forward of Unit 1 will need to be subject to detailed approval under the provisions of Condition 6.



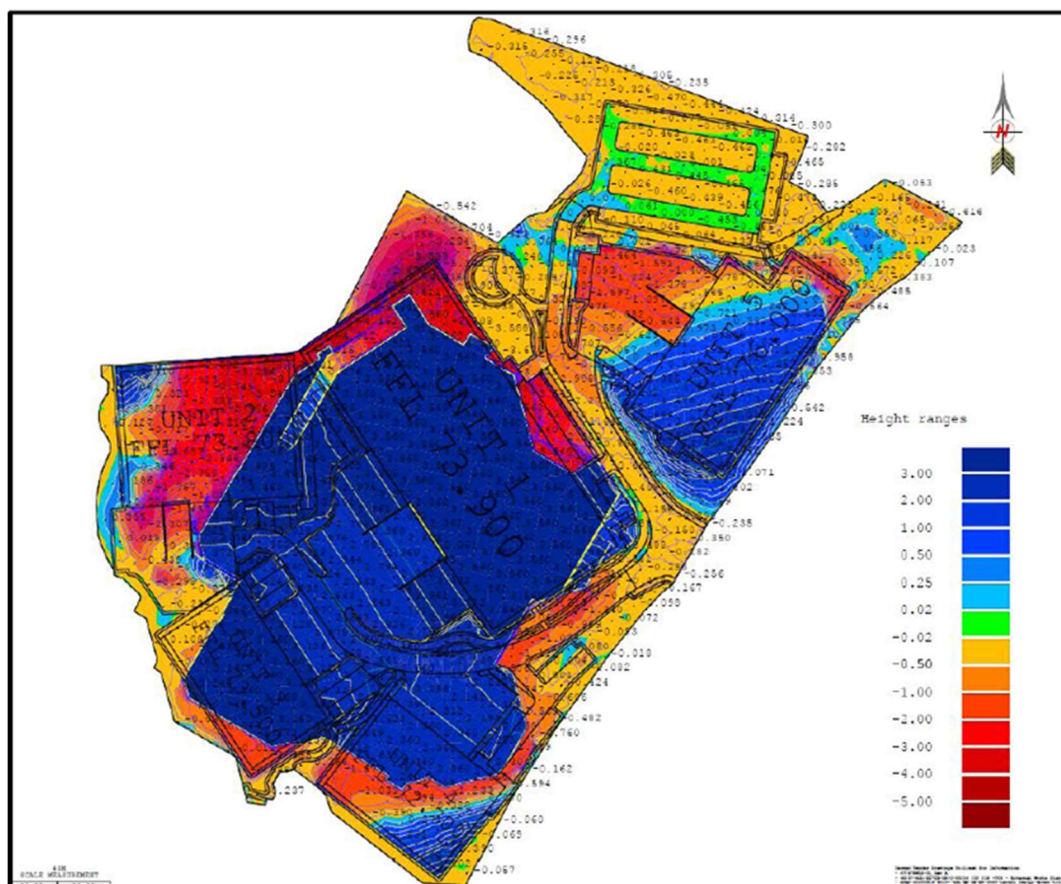
21.8) Earthworks Cut/Fill

21.9) Following the proof rolling, we will commence the earthworks cut to fill. The cut-fill analysis is summarised as a cut of 23,440m³ following the site strip, which shall be placed as part of the fill material requirement (66,723m³) to underside of the 250-500mm stone pavement construction.

The shortfall in soils (20,000m³) shall be made up from using the stockpiled reprocessed demo arisings left stockpiled by the demolition contractor and stated to be at 35,000m³.

21.10) Desiccated Soils

21.11) We have included to excavate the soils detailed in Units 1, 2, 3 & 5 and reinstate with suitable fill and root barrier.



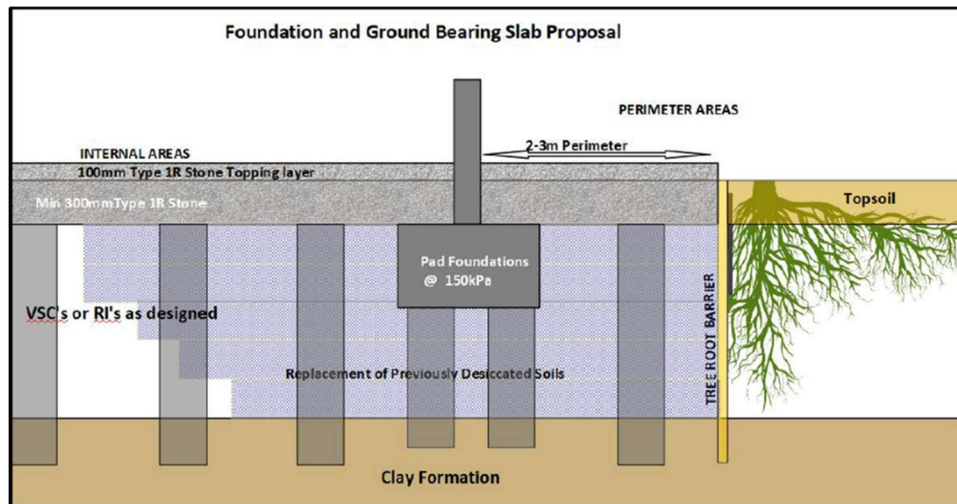
Cut and Fill Model Extract

21.12) Piling Platform, Vibro Stone Column's & Rigid Inclusion's

21.13) Following the cut and fill works we will form a piling platform for the installation of Rigid Inclusions to the foundations and vibro stone columns to the floor slabs.

21.14) Our solution is based on an allowable pad bearing pressure of 150kPa to the underside of foundations using rigid inclusions with the slab being founded on a grid of VSC supports to offer up to 50kPa slab UDL.

21.15) Units 1 and 2 slabs will be auger drilled and replacement VSC with a stone drainage mat installed to speed up the potential ground heave. Initial Design shows that there is a residual ground heave in the cut zones of 10mm (Using lab results $M_v = 0.12-0.13 \text{ m}^2/\text{MN}$) following a construction hold period of 3 months. As such the ground floor slabs will not be cast until this period has expired.



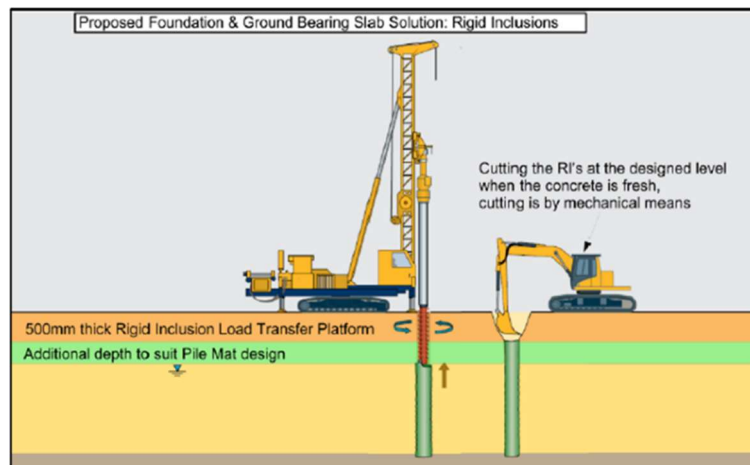
Foundation Section Detail

21.16) Rigid Inclusions

21.17) The Rigid Inclusion soil reinforcement technique is intended to improve the soil globally and to reduce its deformability. It does not aim to bypass the compressive ground or to build piles that will directly support the entire load from the structure. The objective is to reduce global and differential settlement by relieving the soil from a part of the loads imposed by the structure.

21.18) These columns distribute the loads uniformly throughout the soil mass that thus behaves as a composite (concrete column and surrounding soil material). The entire process is vibration free and operates in-the-dry without spoils, which allows for cleaner project sites.

21.19) A specially designed auger, powered by equipment with large torque capacity and high static down thrust, displaces the soil laterally, with virtually no spoil or vibration. The displacement auger is pushed into the ground to the required depth resulting in a local increment of the density of the surrounding soils around the auger. During the auger extraction process, a column is developed by grouting under controlled limited pressure (less than 5 bars) through the stem of the displacement auger to achieve a predetermined stiffness ratio with the surrounding soil. The result is a composite soil/concrete ground improvement system. Current practice is to install columns with a diameter varying between 280 and 450 mm subject to final design.



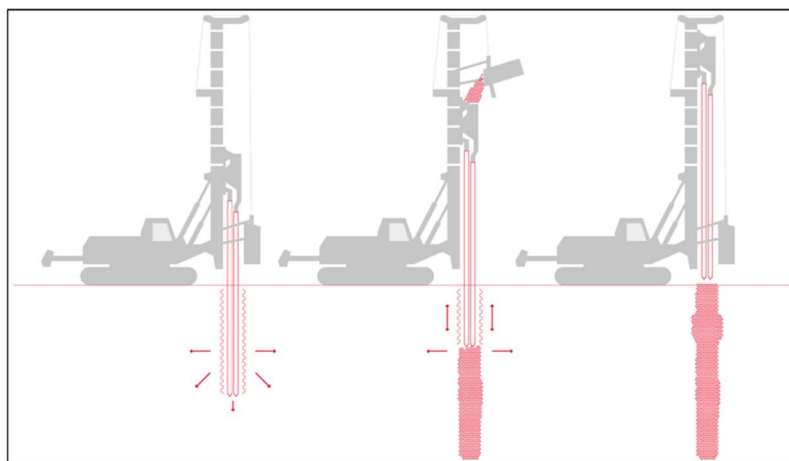
R.I Installation process

21.20 VSC

21.21) We have elected to install vibro stone columns to the building foundations. VSC is a ground improvement technique using vibro-compaction to improve the density and stability of the weak near surface soils thereby increasing the available bearing capacity and reducing the settlement characteristics.

21.22) Once installed, the stone columns can bear significantly higher loadings than untreated soils, limit settlement and enhance with aid drainage within the ground. The columns are installed as follows:

21.23) A vibrating probe is inserted into the ground to the required depth displacing the weak soils as it is installed. The probe is then removed gradually whilst the resultant hole is backfilled with crushed stone. The probe is used to compact the stone in layers as it is removed, compacting the stone column and increasing the density of the surround strata too.



VSC Installation process

21.24) Sub-Structures

21.25) As the earthworks are completed, the building foundations will be excavated and cast. The build sequence will follow the cut, and fill works down the site. Works will start with unit 5, then 1, 2, 3 and finally 4.

21.26) The external site wide drainage will also be undertaken as the foundations are being cast and continue for several weeks, working around the erection of the structures and cladding works.

21.27) Statutory services trenching and ducting will also be installed at this point. The service yard concrete slabs and access road tarmac base course will then be placed to keep the spread of mud to a minimum.

21.28) Superstructure Works

21.29) Once the foundations have cured, the structural steel frames will be erected. The frames will be erected from within the building footprints. The metal decking for the upper floors will be placed as the frames are erected. Upon completion, the frames will be lined and levelled to ensure the correct alignment and tolerances, and column bases grouted. Once the frames have been inspected and signed off by our Engineer, the roofing and wall cladding will commence.

21.30) Pre-cast dock pits will be installed as the frames are completed. The Metal decking will then be installed to the upper floors, reinforcement placed, and the floor slabs cast.

21.31) Façade

21.32) Roofing will be carried out with the protection of fall arrest netting and edge protection. We will ensure that the nets are extended up to the top rail of the scaffold handrail as to create a barrier for any debris. This will reduce the risk of anything being blown onto neighbouring land or the surrounding roads.

21.33) A crane will be used to lift materials onto the roofs. A site-specific risk assessment, method statement and lift plan will be developed for all lifting activities.

21.34) Cladding works will commence shortly after the roof works and be undertaken from Mobile Elevated Working Platforms.

21.35) Once the cladding has been installed above the feature portico's, the steelwork contractor will return to site to install the portico structures to allow the completion of the cladding.

21.36) The curtain walling and external doors will then be fitted thus completing the water-tight shell of the building. Finally, the brise soleil fins and will be installed.

21.37) Floor Slabs

Once the cladding installation is suitably progressed and the areas are not liable to damage from water ingress, works will begin on the ground floor slabs.

21.38) The formation will be dressed, membrane installed, inspected and verified before the slabs are cast.

21.39) External Works

21.40) The external works will be ongoing throughout the project as areas are freed from high level access equipment. This will include;

1. Installation of kerbs and stone to formation levels.
2. Hard standing for car parks and service yards.
3. Statutory services infrastructure.
4. Hard and soft landscaping.
5. Fencing and street furniture.
6. External lighting and EV chargers

21.41) Fit Out

21.42) The internal fit out will commence once the building envelope is sufficiently watertight.

21.43) The sequence of the fit-out works will be as follows;

1. Installation of the steel stairs (following the floor slab)
2. Intumescent painting
3. White wall
4. M&E installations
5. Internal partitioning
6. Tape and jointing
7. Decorations
8. Raised access floor
9. Tiling
10. Suspended ceilings
11. Joinery
12. Lift installation
13. Floor finishes
14. FF&E

21.44) Nearing completion, close out activities commence with testing and commissioning, snagging and cleaning, until project completion and handover is achieved.

22. Appendices

- 22.1) Full size site logistics plan
- 22.2) Ecological Risk Assessment

Site Logistics Plan



KEY

Cabins

1. Office

2. Meeting Room

3. Canteen

4. Toilets

Gateman

Material Storage

P

Parking

Waste Management

Fire Assembly Point

Fire Equipment Point

Existing Fence line

Existing Hoarding Line

Tree Protection

Site Compound Barrier

Sliding PROW gate

Wheel Wash



SITE SAFETY

! All visitors and drivers must report to site office

! Construction work in progress
Parents are advised to warn children of the dangers of entering this site

! Report all accidents immediately

! Safety helmets are provided for your safety and must be worn

! Protective footwear must be worn

! Children must not play on this site

! High visibility jackets must be worn

! Danger Deep excavations

! Danger Beware of trucks

! No unauthorised access

Activity	Risk	Risk likelihood (1 highly unlikely to 5 highly likely)	Risk impact severity (1 minor to 5 very severe)	Action taken	Risk likelihood after action	Risk impact severity after action
Vegetation / tree clearance	Disturbance to habitats (namely trees and fringing vegetation)	3	4	Trees will be retained and safeguarded in accordance with BS:5837 2012. Arboricultural Impact Report.	1	1
Vegetation / tree clearance	Disturbance / harm to nesting birds, bats, Badgers and Hedgehogs on site.	3	4	Habitats within biodiversity protection zones will be safeguarded throughout the development, with Heras fencing and signage where appropriate. Access on foot, and the use of hand tools, will be permissible in all biodiversity protection zones, subject to discussion with the project ecologist. No vehicles and heavy plant machinery will be permitted in biodiversity protection zones. An ECoW will conduct regular visits to ensure retained habitats are in favourable condition. Removal of any habitat will be supervised by an ECoW and undertaken during favourable conditions outside the bird breeding season (March to August inclusive) wherever possible. Should this not be possible then a nesting bird check would be completed beforehand. Active nests would be left in situ until young had fledged. Any woody vegetation scheduled for removal will require a nesting bird check by an ECoW outside the breeding season; 5m buffer zones will be marked for each nest found. Pre-construction monitoring will confirm continued absence of any active Badger setts. In the unlikely event any active sett is found it will be fenced off	1	1

Activity	Risk	Risk likelihood (1 highly unlikely to 5 highly likely)	Risk impact severity (1 minor to 5 very severe)	Action taken	Risk likelihood after action	Risk impact severity after action
				with a 30m exclusion zone prior to clearance works overseen by an ECoW. Work will be prohibited until a Natural England licence is in place or approval granted from an ECoW. Licensing from Natural England, if required to disturb any active setts, is only likely between 1 st July and 30 th November.		
Building clearance / demolition	Disturbance to nesting birds	5	4	Demolition works to be mindful of this and be completed outside the nesting bird season (March to August inclusive). If completed in the nesting season checks to be completed to confirm absence of active nests. In the event that nesting Feral Pigeons <i>Columbia livia</i> are present in buildings scheduled for demolition, the work may need to rely on a Natural England General Licence (GL41).	1	1
Impact piling	Noise disturbance to nesting birds and other wildlife close to the site	5	4	If required (currently not considered necessary), any piling activities limited to outside March to August inclusive, to avoid the nesting bird season.	1	1
Plant, machinery and vehicle operation	Noise disturbance to wildlife near the site	4	3	Noisy plant equipment to be situated as far as possible from site boundaries, especially the eastern and northern boundaries. All plant machinery and vehicles to be fitted with effective exhaust silencers, be maintained in good condition and operated in such a way as to minimise noise emissions. Plant noise emissions shall not exceed that set out in the relevant EC Directive. If any item is	1	2

Activity	Risk	Risk likelihood (1 highly unlikely to 5 highly likely)	Risk impact severity (1 minor to 5 very severe)	Action taken	Risk likelihood after action	Risk impact severity after action
				suspected of breach, it shall be tested and replaced as necessary. Plant will be maintained so that extraneous noise from mechanical vibration, creaking and squeaking is kept to a minimum. Ancillary pneumatic percussive tools to be fitted with mufflers or silencers of the type recommended by the manufacturers. Machines in intermittent use to be switched off or throttled down to minimum in the intermittent periods. Any machinery / plant will be shut down when not in use. Plant engine covers will be kept in place at all times.		
	Noise disturbance to wildlife near the site	4	3	All compressors and generators to be of a super silenced type. Compressors will be fitted with properly lined and sealed acoustic covers and kept closed whenever in use. Pumps, generators and compressors to be positioned to cause minimum noise disturbance to wildlife in the designated sites (i.e. far away from the boundary), with temporary acoustic barriers to be provided if necessary.	1	2

Activity	Risk	Risk likelihood (1 highly unlikely to 5 highly likely)	Risk impact severity (1 minor to 5 very severe)	Action taken	Risk likelihood after action	Risk impact severity after action
				Noise emitting machinery requiring constant running will be housed in a suitable acoustic enclosure.		
	Visual disturbance to wildlife near the site	2	2	Hoarding or similar will be provided to offer an opaque barrier from the development site. This is of relevance principally to the eastern boundary adjacent to the wooded belt. Further removed habitats such as the local designations would be sufficiently buffered by extant screening (built form and / or vegetation). There is therefore no likelihood of significant visual disturbance during general construction activity, including to local statutory and non-statutory designations.	1	1
General construction works activities	Noise and visual disturbance to wildlife near the site	2	1	All reasonable practical means shall be employed to keep noise to a minimum. Care shall be taken when loading or unloading vehicles, dismantling scaffolding or moving materials to keep noise to a minimum. No part of the works or maintenance of plant will be carried out in such a way as to cause unnecessary noise or vibration.	1	1
Construction lighting installation	Disturbance to bats, birds and other wildlife adjacent to the site at night time.	4	3	Construction lights to be orientated away from boundaries of the site, particularly the eastern and northern boundaries. All unnecessary lights are to be switched off each night.	2	1

Activity	Risk	Risk likelihood (1 highly unlikely to 5 highly likely)	Risk impact severity (1 minor to 5 very severe)	Action taken	Risk likelihood after action	Risk impact severity after action
				No lighting past construction activity hours within biodiversity protection zones. Use of opaque fencing to reduce lighting to habitats immediately adjacent to the site boundaries. No upward lighting that could disturb nocturnal species to be used across the demolition and construction site.		
Dust	Pollution deposits on nearby vegetation and retained vegetation within the site	3	3	Best standard practice guidelines are to be followed in respect of pollution, including dampening ground before clearing on dry days and dampening methods for dust producing activities.	1	1
Surface runoff	Pollution of habitats nearby or connecting with the site	3	5	Bunded refuelling and fuel storage areas shall be established, as will a perimeter from the sensitive areas, within which these refuelling and fuel storage shall not occur. Spill kits on site to be used, as required, with used substrate (sand) to be disposed of in accordance with best practice guidelines. Silt traps placed across the site to address potential surface run-off and laden silt, with these checked and replaced regularly.	1	2