

Client	Hassocks Farley Properties		
Project	19, Farncombe Road		
Document	Construction Environmental Management Plan	Revision	B
Date	19.11.2025		
Author		Checked	



This Construction Environmental Management Plan (CEMP) has been prepared to provide details required by Adur & Worthing Councils (AWC) to discharge Condition 3 of the Planning Consent ref: AWDM/1567/24 for the 'PROPOSED SINGLE STOREY ANNEXE TO THE REAR OF THE GARDEN' at 19 Farncombe Road, Worthing. Approved 20 May 2025.

AND

Condition 4 of the Planning Consent ref: AWDM/1522/24 for the 'TWO-STOREY REAR EXTENSION WITH FIRST FLOOR TERRACE TO EXISTING OFFICE (USE CLASS E); BASEMENT EXTENSION WITH FRONT AND REAR LIGHTWELLS; ALTERATIONS TO FRONT BOUNDARY TREATMENT AND NEW ROOFLIGHT TO OFFICE BUILDING also at 19 Farncombe Road, Worthing. Approved 20 May 2025.

THE WORKS WILL BE CARRIED OUT "HAND IN HAND", AND THEREFORE THIS CEMP IS INTENDED TO APPLY TO BOTH SCHEMES COLLECTIVELY.

Condition 3 (AWDM/1567/24) and Condition 4 (AWDM/1522/24) – Construction Environmental Management Plan

No development shall take place, including any works of demolition, until a Construction Management Plan has been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved Construction Management Plan and shall be adhered to throughout the construction period. The Construction Management Plan shall provide for but not necessarily be restricted to the following matters:-

- a) the parking of vehicles of site operatives and visitors;*
- b) loading and unloading of plant and materials;*
- c) storage of plant and materials used in constructing the development;*
- d) the erection and maintenance of protective/security fencing; and*
- e) measures to control the emission of dust and dirt during construction.*

Reason: *In the interests of highway safety and amenity.*

This Management Plan has been created to set out the procedures that will be put in place during the construction process to comply with current legalisation and planning policies. Therefore, this report has been drawn up to outline the specific procedures that will be undertaken in the construction periods and to mitigate the impact upon the public, neighboring residents and the surrounding environment.

The Site

The proposed development site comprises a detached two-story Victorian villa located on the west side of Farncombe Road, north of its junction with Church Walk which is on the opposite side of the street.

The existing building is used as offices over ground and first floors (under Use Class (E)) although is currently vacant. The site is within a Protected Key Employment Area. The site is situated within the Built-Up Area Boundary (BUAB) and the Farncombe Road Conservation Area, as outlined in the Adur and Worthing Council Policies Map.

Additionally, there is a tree subject to a Tree Preservation Order (TPO) located at the southeast corner of the front driveway.

The site is located on the west side of Farncombe Road and access to the site is provided via in and out drives that can accommodate 4 off street parking spaces.

With regards to on-street parking, Farncombe Road falls within a Parking Zone which restricts parking between 10-11am and 2-3pm to residents only.

In terms of the surrounding context, to the north of the site is a five-storey office building with a Mansard roof. To the south of the site is a semi-detached villa which has been extended into the roof and converted into 3 flats.

Construction Environmental Management Plan

As aforementioned above, the proposals seek development for the erection of a single-storey annexe building (AWDM/1567/24) in the rear of the property. This is to be carried out in conjunction with development work to the main building, consisting of a two-story extension, with basement, plus a basement extension to the existing building (AWDM/1522/24).

Security hoardings will be erected at initial site set up, with a weekly perimeter check in place for maintenance. For avoidance of doubt, the fencing will be timber hoarding. Site gates will be timber security gates, secured to the hoarding.

The compound area will be located at the front of the site, which will provide a material compound, site office, toilet and a canteen and storage area, with additional material storage at the rear of the property (please refer to Appendix I).

The site welfare and compound facilities will be installed on site by the principal contractors and their team. The facilities will be sufficient to cope with the anticipated demand of the construction workers on site and will comprise a stacked arrangement – storage below and office / canteen area above.

Delivery and installation of materials and equipment will be planned to minimise disruption in the local area and avoid congestion along Farncombe Road. Vehicles will access the site via Farncombe Road, with adequate space and gate access being provided to enable most delivery vehicles to deliver with minimal disruption (as shown in Appendix I).

The materials used in the construction will be locally-sourced where possible and local tradespersons will be used to perform the job.

The tree, located at the front southern boundary, which is subject to a Tree Preservation Order, as well as the one located on the pavement directly in front of the property will both be protected with barriers in accordance with BS 5837.

Site Access

Access to the rear of the site/garden will be achieved through the existing gate on the northern boundary. This route allows all construction activity for the new annexe and rear extension to proceed without requiring any demolition. Materials and equipment will be transported via this access point using specialist handling methods as necessary.

Site Logistics

All visitors will be required to report to the compound before being granted access to the site. Site safety inductions will be given to all personnel prior to them working on site.

As stated previously, the Contractor Site Compound will be located at the front of the site. The Compound will be permitted for the storage and securement of materials within a temporary compound. All site operations associated with the compound area shall be undertaken with care and attention to avoid any damage on the site and neighbouring environment.

In addition, we intend prior and during construction to keep our close neighbours and the general public up to date with current and future process, informing them of any major, possibly noisy or disruptive operations that

might affect them either directly or indirectly. We will do our best to work with them and to mitigate, as much as reasonably possible the effects of our operations on site. This will be implemented by the project & site manager and will take the following forms:

- Provision of a site information on site board / hoarding
- Letter drops (at key stages)
- Clear communication line direct to Site Manager of any concern

All deliveries will seek to avoid rush hour and school traffic. Prior to deliveries, instructions will be given to suppliers with the requirement for deliveries to approach the site from either end of Farncombe Road to maintain flow of traffic.

The Site Manager and construction team will perform the tasks of marshals and banksmen and shall be in control of the delivery area and gates, both for entry and exit. They shall have suitable training for marshalling traffic as necessary to allow the delivery to enter and exit the site safely.

The deliveries will be scheduled by the contractor, so that no vehicles will need to park safely and away from the site while waiting for a subsequent delivery to unload. The vehicles will operate on a 'In and Out' basis with deliveries leaving the site immediately once materials and tools have been dropped off.

Vehicles shall be unloaded within the delivery area. The unloading of plant and materials will take place (at the gates marked up in Appendix I).

The tools and other loose equipment will be kept in locked containers if they are kept on site overnight. Materials will also be kept in containers and will be stacked on a particular manner so that they are easily visible by workers.

Generally, we would expect to see all types of vehicles associated with the construction process, ranging from excavators and general groundwork machinery, including the low-loader lorries that deliver and collect this type of plant, through to transit vans delivering screws and fixings.

Once the ground workers hand the site over (when oversites are complete) there will be approximately 4-8 cars / vans associated with the site, normally with one journey in and out for the day. Delivery of materials van, hi-abs and lorries will roughly be 0-2 visits per day. Skip/waste management will have 1-3 exchanges a week.

To secure the site, ignition keys will be removed from all the unattended vehicles on site. Equipment will also be immobilised when not being used to increase safety.

Vehicle access will be limited to the absolute minimum (not least due to space constraints). All contractors (unless delivering materials) will be asked to use the car parks located nearby on Lyndhurst Road and Brighton

Road. For those that need to park closer by (e.g. for access to tools and materials), Farncombe Road has a number of pay parking bays, as well as some bays with limited restrictions.

Many of the construction workers will arrive to site together in shared vehicles. Contractors are expected to influence the travel behavior of employees and sub-contractors. It is promoted that construction staff reduce their car use by sharing trips into work on site.

Wheel washing facilities will be present on site to avoid the prevention of mud and debris being deposited on the public highway., which will be managed by groundworkers and developer.

Measures to control and mitigate the emission of dust during construction will be put in place including sheeting materials which are exposed on site, inspecting tools which have the potential to generate noise and stopping construction activities on a very windy day. The noise control measures will be carried out in accordance with *BS 5228-1:2009 + A1:2014 - Code of practice for noise and vibration control on construction and open sites*.

Construction hours on site will be restricted between 08:00-18:00 Monday to Friday and 09:00-13:00 on Saturday. No construction or demolition will be present on Sundays, Bank or Public holidays.

Start-up and close-down periods of up to an hour before and after the core working hours will be used for activities including:

- Arrival / Departure of Workforce
- Site inspections and safety checks of the site
- Morning coordination i.e. issuing jobs to workforce
- General site clean-up.

No nearby water courses will be harmfully impacted by the construction works and all the waste water from construction staff toilets and washroom facilities will be contained and disposed of via the licensed contractor who installed the facilities.

Local people will also be made aware of the planning permission, and a small notice will be erected at the entrance of the site to give the public some information of the development.

The welfare provision and site set-up will be the last area cleared at the end of the development period to ensure welfare provision is available at all times throughout the construction period.

External flood lighting will be limited throughout the construction period. However, during the winter months, lighting will be used in the late afternoons and early evenings up to 18:00 to ensure the safety of workers on site.

Appendix I – CEMP Routing Plan

