

Construction Method Statement

*Former William Freeman Site, Wakefield Road
(‘Mapplewell Phase 2’)*

09 July 2026

1. Purpose

This Construction Method Statement (CMS) sets out how Vistry will manage the Former William Freeman Site ('Mapplewell Phase 2') construction works in a safe, efficient, and environmentally responsible way. It provides a clear framework for managing key areas such as health and safety, quality, the environment, logistics, stakeholder communication, and legal compliance.

The CMS applies to all stages of the project — from site setup through to handover. It acts as a practical guide for Vistry teams, subcontractors, consultants, and others involved, outlining roles, responsibilities, and procedures to support consistent and compliant project delivery.

This plan supports Vistry's commitment to safe working, high standards, and sustainable development. It helps ensure that works are planned and carried out to protect people, minimise disruption, and meet the project's goals.

The main aims of the CMS are to:

- Comply with all relevant health, safety, environmental, and planning rules.
- Identify and manage risks across safety, quality, logistics, and the environment.
- Deliver the project on time, within budget, and to the required quality.
- Minimise disruption to local communities and maintain good communication.
- Promote safe working and continuous improvement.
- Support Vistry's wider goals for safety, quality, and sustainability.

This CMS is a live document and will be reviewed and updated as the project progresses to reflect changes, lessons learned, and best practice.

2. Roles & Responsibilities

Effective construction management relies on clearly defined roles and responsibilities to ensure that all aspects of the project — including health and safety, environmental protection, quality, and logistics — are delivered in a coordinated and compliant manner.

This section outlines the key roles involved in the delivery of the Mapplewell Phase 2 and the responsibilities assigned to Vistry Group personnel, subcontractors, consultants, and external stakeholders. Each party has a duty to understand and fulfil their responsibilities in line with the Construction Method Statement, project-specific requirements, and applicable legislation.

All individuals working on site are expected to follow the agreed procedures, cooperate with site management, and proactively contribute to a safe, efficient, and environmentally responsible working environment.

Site Manager

The Site Manager is responsible for the day-to-day management of construction activities on site, ensuring that works are carried out safely, efficiently, and in accordance with the Construction Method Statement (CMS), statutory requirements, and project objectives.

Key responsibilities include:

- Make sure the CMS is followed on site and that everyone understands and follows the right procedures.
- Check subcontractors and site teams are meeting health, safety, environmental, and quality standards.
- Review method statements and risk assessments, especially for safety and environmental issues.
- Work with the Project team to report progress, solve problems, and keep activities on track.
- Be the main contact on site for construction and environmental matters, including talking with contractors, consultants, and authorities.
- Ensure all work is done by competent people and in line with approved plans and permits.

Construction Manager

The Construction Manager is responsible for the coordination, oversight, and effective implementation of all construction activities, ensuring that health, safety, environmental, and quality requirements are consistently met across the project. The Construction Manager plays a key leadership role in maintaining compliance with the Construction Method Statement (CMS) and ensuring the project progresses according to programme and standards.

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Key responsibilities include:

- Help develop and review the CMS, method statements, and procedures to make sure they meet project needs and best practice.
- Identify training needs and make sure site teams and subcontractors get the right training.
- Check and improve method statements for key construction and environmental activities before work starts.
- Monitor site activities to ensure control measures are in place and the work follows the CMS and legal requirements.
- Act as the main link between the project team and regulatory bodies for construction compliance and reporting.
- Support subcontractors in identifying risks and making sure they put proper controls in place in their method statements.
- Help deliver training and briefings to raise awareness of health, safety, environmental, and quality standards.
- Keep in regular contact with the Build Manager and wider team to make sure site activities are well coordinated.

Technical Manager

The Technical Manager is responsible for overseeing all technical and design-related aspects of the project, ensuring that construction works are supported by accurate, coordinated, and compliant design information. Working closely with the site and construction teams, the Technical Manager ensures that the design aligns with regulatory requirements, planning conditions, and the objectives of the Construction Method Statement (CMS).

Key responsibilities include:

- Coordinate the review and approval of design drawings and documents to make sure they are buildable, compliant, and suit the project.
- Make sure technical information is shared with site teams on time to keep the programme on track.
- Help resolve design issues or technical questions by working with consultants, designers, and contractors.
- Support method statement reviews where design details affect how works are built or managed on site.
- Check that any design changes are assessed for their impact on cost, time, buildability, and compliance.
- Work closely with the construction, commercial, and SHE teams so technical needs are clearly understood.
- Support planning and building control submissions and respond to any technical queries.
- Help maintain quality by setting inspection standards and checking that technical requirements are met during construction.

Environmental Specialists

A team of qualified environmental specialists will be available to support the project team as required. Their role includes providing expert advice on specific environmental issues and undertaking any necessary watching briefs to ensure compliance with environmental requirements during construction.

3. Project Description

a. Project overview

Vistry Group is undertaking the construction of Mapplewell Phase 2, a residential-led development of 91 units located at Former William Freeman Site, Wakefield Road, Mapplewell, Barnsley, South Yorkshire S75 6DJ. The project is part of Vistry Group's continued commitment to delivering high-quality, sustainable communities across the UK.

The development will comprise 91 new homes, including a mix of private and affordable housing, alongside supporting infrastructure such as roads, utilities, public open space, and landscaping.

Vistry Group intend to commence the works on site in a staged approach in order to meet the planning deadline of 08 October 2026.

Stage 1:

- Site access to be taken via the historic factory access off Wakefield Road, subject to a Section 184 approval, allowing the creation of a temporary vehicle access onto site by dropping the kerb back to the original height of the access.
- Plots 3 and 4 will be constructed to foundation level (as agreed with Barnsley Council) and once these works are completed the temporary access will be restored, bringing the kerb back up to level.

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Stage 2:

- A S278 agreement will be worked up alongside the Stage 1 works, to implement the proposed new access to the site off Wakefield Road. Development works of the full site will commence, following the approval of the S278 Agreement using only the new access point.



Key elements of the project include:

- Site clearance and preparation, including any demolition or remediation works.
- Bulk earthworks and groundworks.
- Construction of dwellings and associated buildings.
- Installation of utilities and drainage infrastructure.
- Construction of roads, footpaths, and cycleways.
- Hard and soft landscaping.
- Environmental protection measures throughout the lifecycle of construction.

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Construction activities are expected to commence in September 2026 and will be carried out in a phased approach over an anticipated period of 24 months. Works will be managed by Vistry Group's regional construction team, in collaboration with specialist contractors and suppliers.

The site is situated within a semi-urban area, with a Lidl supermarket to the South of the site, existing residential development to the North and West of the site, and as such, Vistry Group is committed to managing construction impacts carefully and respectfully. This includes protecting nearby residents, maintaining local biodiversity, and ensuring the safety and wellbeing of workers and the community.

This CMS outlines the specific controls and measures to be implemented to manage environmental aspects of the project throughout its construction lifecycle.

b. Existing Records & Reports

The site-specific information detailed in the plan has been compiled and should be read in line with the following reports & Appraisals:

Report Title	Completed By	Date
Air Quality Assessment	SLR Consulting Limited	22.05.2026
VWYM2-PHS-XX-XX-DR-A-07000	P&HS	22.05.2026
E18/7124/R001 Ground Investigation Report	Haigh Huddleston & Associates	May 2018
Construction Environment Management Plan v2	Envance	July 2026
Arboricultural Impact Assessment 02	Envance	22 nd May 2026
Arboricultural Method Statement 02	Envance	28 th April 2026

c. Project Context Constraints

The construction methodology and environmental management approach for this project have been developed with careful consideration of the site's physical and environmental constraints. These constraints present potential risks and limitations that may influence how the works are planned, sequenced, and delivered. Vistry Group has identified and assessed the following key site-specific constraints as part of the environmental risk management process:

- Topography:
The high point of the site is to the north-west corner and falls to a low point in the south-eastern corner. The site features, which may affect drainage, vehicle access, and earthworks. The Topping Engineers FRA (December 2017) interactive pluvial mapping indicates that part of the site is at medium risk of pluvial flooding with a depth up to 900mm. This area correlates with a small depression through the centre of the site. The development will raise levels in this area.
- Previous Land Use:
The land was formerly used for industrial purposes, which may have left legacy contamination, underground structures, or made ground conditions.
- Surrounding Area:
The site is adjacent to residential dwellings and a Lidl supermarket, necessitating strict controls on noise, dust, and vibration to minimise disruption and maintain good community relations.
- Geology:
Underlying ground conditions comprise mudstone, siltstone and sandstone. The fieldwork generally proved a

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thin layer of made ground and topsoils overlying clays with a weathered mudstone bedrock, which may pose challenges for foundations, stability, or groundwater management.

- Ecology:
Preliminary ecological surveys have identified there are records of great crested newts in the Barnsley Canal 1.4km to the southwest of the survey area. Although there are no records of this species any nearer to the site and there are no ponds within a 1km of the survey area. There are no designated sites within 1km of the site.
- Contaminated Land:
No elevated or heavy or phytotoxic metals were recorded in the samples taken from site. No asbestos was identified in the samples taken from site.
- Invasive Species:
There are no invasive species located on site.

Each of these constraints has been considered in the development of this CMS to ensure that risks are appropriately managed and that construction works proceed safely, efficiently, and with minimal environmental impact.

d. Site Boundaries and Security

Clear and secure site boundaries are essential for maintaining safety, protecting the public, and preventing unauthorised access during construction activities. The site will be fully enclosed using appropriate perimeter fencing, such as Heras fencing or hoarding, to clearly define the construction zone and separate it from adjacent land uses, including public areas, neighbouring properties, and access routes.

All boundary treatments will be installed prior to the commencement of main works and will be maintained in good condition throughout the project. Any changes to the boundary—whether due to phasing, logistics, or safety—will be communicated to relevant stakeholders and updated in site drawings and traffic management plans.

Access to the site will be controlled via designated entry and exit points, which will be clearly signposted and monitored. These points will be managed by trained personnel, and access will be restricted to authorised staff, subcontractors, and approved visitors only. A sign-in/sign-out system will be in operation, and all visitors will be required to report to the site office for induction or briefing.

To enhance site security, the following measures may be implemented based on the size, location, and risk profile of the project:

- CCTV coverage at access points and vulnerable areas
- Security lighting around the site perimeter
- Out-of-hours manned guarding or mobile patrols, if required
- Secure storage areas for tools, equipment, and materials
- Emergency contact details displayed at site entrances

Regular inspections of the site boundary and security measures will be carried out to identify and address any breaches, damage, or risks. These measures aim to ensure the safety of the public, site operatives, and assets while maintaining compliance with health, safety, and legal requirements.

e. Programme and Working Hours

A detailed construction programme specific to the project will be developed and maintained by the Vistry Group project team. This programme will outline key phases of the work, critical path activities, and the anticipated sequence and duration of construction tasks. The programme will be subject to regular review and updates to reflect progress on site, design changes, weather delays, or unforeseen events.

Updated versions of the construction programme will be made available to the client, relevant consultants, and stakeholders upon request. The programme will also inform the scheduling of environmental controls, such as timing of ecological mitigation measures, noise monitoring, and dust suppression, in alignment with the requirements set out in this Construction Method Statement.

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To minimise disruption to the surrounding community and ensure compliance with planning conditions, construction activities will be undertaken within the following standard working hours:

- Monday to Friday: 08:00 – 18:00
- Saturday: 09:00 – 14:00
- Sundays and Bank Holidays: *No work permitted unless prior written consent is obtained from the Local Planning Authority.*

Any work outside of these hours — including over-time or out-of-hours operations — will only be undertaken in accordance with planning permission conditions and following formal approval from the relevant authority. This may include specific notification requirements or restrictions, particularly where noise, vibration, or lighting could affect local residents or sensitive receptors.

Where work is required outside of normal hours due to exceptional circumstances (e.g., concrete pours, deliveries restricted to certain times, utility connections), Vistry Group will ensure that local stakeholders and authorities are notified in advance, and that appropriate environmental mitigation measures are in place.

Compliance with agreed working hours will be monitored as part of site inspections and any breaches will be reported, investigated, and rectified in accordance with the site's incident management procedure.

f. Community and Stakeholder Engagement

Below, we have outlined the key interested parties who may be impacted during the construction phase of the project. This includes individuals, groups, and organisations who may experience direct or indirect effects as a result of our site activities and how we intend to communicate with them.

Who	Contact Method	Minimum Frequency	Responsibility
Local residents	Leaflet Drop	As required	Contracts / site manager
Subcontractors	TBC	As required	Commercial Lead
Security Company	Phone, email as appropriate	As required	Contracts / site manager
Suppliers	TBC	As required	Commercial Lead
HSE	Phone, email as appropriate	As required	Contracts / site manager
EA	Meeting, phone, email as appropriate	Monthly	Contracts / site manager
Employees	TBC	As required	Contracts / site manager
Local Businesses	Leaflet drop	As required	Contracts / site manager
Statutory Bodies	TBC	As required	Contracts / site manager

g. Complaint Management

Signage erected around the site shall display the site-specific contact number for any residents to communicate both complaints & compliments to the site team. Vistry utilises the Keys system to manage all complaints. If the site receives any complaints, the information shall be communicated back to the head office and entered the system to ensure effective rectification. The sites shall communicate with the complainant on a regular basis until rectification has been completed.

4. Health and Safety Management

Vistry Group is committed to maintaining the highest standards of health and safety across all its operations. The company has a formal Health & Safety Policy in place, aligned with the requirements of ISO 45001, which sets out its commitment to preventing injury, ill health, and ensuring legal compliance on all sites.

This CMS supports the implementation of that policy at project level by outlining site-specific procedures to manage health and safety risks effectively. All work will be carried out in accordance with relevant legislation, including the Health and Safety at Work etc. Act 1974 and CDM Regulations 2015.

Key principles include:

- Promoting a proactive safety culture through leadership, training, and engagement
- Ensuring safe systems of work are in place and followed
- Monitoring compliance through regular inspections and audits
- Requiring all contractors and personnel to meet Vistry's safety standards

A copy of the full Health & Safety Policy is available on site and is referenced during inductions, toolbox talks, and briefings.

a. Site Rules and Induction Procedures

All personnel and visitors must complete a site induction before being granted access to the construction site. Vistry Group uses the Biosite induction system, which provides a consistent and secure process for managing site access, verifying competencies, and ensuring that everyone is aware of the key health, safety, and environmental requirements. The induction covers:

- Site layout, access points, and welfare facilities
- Emergency procedures and contacts
- Health & safety expectations and PPE requirements
- Key site rules and environmental controls
- Reporting procedures for incidents and near misses

Site rules will be clearly displayed at entry points and in welfare areas. Compliance with these rules is mandatory for all workers, subcontractors, and visitors. Any breaches will be dealt with in line with Vistry's disciplinary procedures and may result in removal from site.

Regular toolbox talks and briefings will supplement the induction to keep all personnel informed of updates, risks, and changing site conditions.

b. Risk Assessments and Method Statements (RAMS)

All subcontractors working on site are required to provide task-specific Risk Assessments and Method Statements before starting any work. These documents must clearly outline the work activity, associated risks, and the control measures to be implemented to ensure the safety of all personnel and compliance with legal requirements.

RAMS must be:

- Submitted and reviewed by Vistry Group prior to works commencing
- Communicated to all operatives involved in the task
- Reviewed and updated at least annually, or sooner if there are significant changes to the activity, site conditions, or legislation

Site teams will routinely check that work is being carried out in line with approved RAMS. Any non-compliance will be addressed immediately and may result in work being stopped until the issue is resolved.

c. Site Logistics and Traffic Management

The means of access as noted above will follow a staged approach. The stage 1 initial access is to be taken from the south of the site via the historic factory access following the approval of a Section 184 agreement to drop the kerb, thereby allowing access. This access point is only proposed to be used by the initial workers undertaking the agreed start on site works to Plot 3 and 4 and associated preparatory earthworks and de-vegetation works. The temporary access will be reinstated following the completion of the necessary safeguarding works.

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The main site access is to be taken from the northern access approved on the Planning Layout. A Section 278 Agreement is needed for these works to be undertaken. Once in place all construction traffic will then use solely this new access point. A banksman will be employed throughout the construction period with all traffic accessing and egressing from the site within a forward gear. Suitable turning facilities are provided within the site to ensure this can be met. Electronic gates are proposed within the site itself to ensure that all traffic entering the site is cleared of Wakefield Road prior to being permitted access into the site itself.

A Traffic Management Plan will be developed to define approved traffic routes, peak delivery times, and restrictions to reduce congestion and avoid sensitive areas. Vehicle movements and deliveries will be carefully planned and coordinated, with designated laydown areas, delivery zones, and turning circles provided within the site boundary to prevent waiting or unloading on public roads. These areas are shown on the adjacent Site Layout Plan.

To support safe and efficient operations, clear signage, banksmen, and traffic marshals will be deployed as required. Contractor parking will be accommodated on site wherever possible, with an overspill area provided to avoid any need for off-site parking, unless approved arrangements are in place. Measures must be implemented to protect pedestrians and the public, including temporary barriers, clear walkways, and crossing points where works interface with public access routes.

Regular internal road cleaning and maintenance will be undertaken to keep adjacent roads free of mud and debris, especially during groundworks and high vehicle movement periods. A wheel wash station is proposed near to the site gates and is to be used as necessary. Site teams are responsible for reviewing logistics throughout the project to ensure continued compliance and to adapt to changing conditions or project phases.

The loading and unloading of materials is to be undertaken in designated unloading/ lay down areas that will be identified within or adjacent to the Proposed Compound Area. Under no circumstances will materials or plant be unloaded outside of these areas without the express permission of the Site, Construction and Technical Manager as necessary. The storage of plant and materials will also follow the procedures and recommendations set out within the CEMP v2. The Site Manager will produce a Pollution Management Plan that meets the requirements of current advice and best practice. An Emergency Spill Kit will be available on site and suitable signage displayed.

d. Welfare Facilities

Welfare facilities will be provided on site in accordance with the requirements of the Construction (Design and Management) Regulations 2015 and Vistry Group's internal health and safety standards. Facilities will be suitable for the size and nature of the project and maintained in a clean, safe, and serviceable condition throughout the construction period.

As a minimum, welfare provision will include:

- Toilets and handwashing facilities
- Drying room and changing area
- Canteen or rest area with seating, drinking water, and food preparation equipment
- First aid station

The specific layout and location of welfare facilities will be determined based on the site setup and logistics plan.

Access to welfare areas will be clearly signposted, and all site personnel will be made aware of locations during induction.

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Figure 2. Construction Site Layout Plan.

e. Accident and Incident Reporting

All accidents, incidents, and near misses must be reported immediately to ensure timely response, investigation, and action. Vistry Group operates a dedicated "22 Minute Hotline" which all personnel must use to report any health, safety, or environmental incidents. This ensures that key details are captured quickly, and the appropriate people are notified without delay.

All site workers are encouraged to report incidents, however minor, to support a proactive safety culture. Non-reporting of incidents may result in disciplinary action.

f. First Aid and Emergency Response

Vistry Group ensures that appropriate first aid and emergency response arrangements are in place to protect all personnel on site. These arrangements cover medical emergencies, fire safety, and other incidents requiring immediate action. Key provisions include:

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- Trained first aiders will always be present on site, with names and contact details clearly displayed in welfare and work areas.
- First aid kits will be maintained in accessible locations, including the site office and welfare facilities.
- A clear emergency response plan will be developed and communicated to all personnel during site inductions.
- Emergency contact numbers and procedures will be displayed at key locations across the site.

g. Fire Safety

Fire safety is a vital part of how Vistry manages its construction sites. Every effort will be made to reduce the risk of fire, protect people and property, and make sure the site is ready to respond effectively in an emergency. A site-specific Fire Plan and Fire Risk Assessment must be completed before work begins and reviewed regularly as the project progresses. These documents will guide the fire safety measures in place.

Key fire safety controls include:

- Fire points set up around the site, with the right fire extinguishers and clear fire action signage.
- Hot works (e.g. cutting, welding) managed under a permit-to-work system, with risk assessments and close monitoring.
- Escape routes clearly marked, well lit, and always kept clear.
- Emergency assembly points identified and explained during site induction.
- Fire drills carried out at regular intervals to make sure everyone knows what to do in an emergency.
- Fire marshals appointed and trained to help with safe evacuation.
- Smoking only allowed in clearly marked areas, away from any flammable materials.
- Flammable substances (e.g. fuel, chemicals) stored safely and in line with legislation and supplier guidance.

All workers will receive fire safety information during their site induction, and any updates will be shared through toolbox talks or briefings.

Regular checks will be carried out by site management to make sure fire controls are working properly. Anyone not following fire safety rules may be asked to leave site.

5. Environmental Management

a. Environmental Risk Assessment

Each Vistry site must complete an Environmental Risk Assessment prior to starting works, identifying potential risks to air, land, water, wildlife, and the local community. This assessment will inform the development of a site-specific Aspects and Impacts Plan, which outlines the key environmental interactions of the project and the control measures required to manage them. The plan must be kept up to date throughout the construction phase and reviewed regularly to reflect any changes in site activities, conditions, or environmental sensitivities. The purpose is to ensure that all environmental risks are clearly understood, proactively managed, and aligned with Vistry Group's commitment to sustainable and responsible construction.

A Construction Environment Management Plan (v2 dated July 2026) has been developed by Envance to support this Construction Method Statement. This document should be read alongside the CEMP.

b. Waste Management

Each site must implement a structured approach to waste management in line with Vistry Group's environmental standards and the waste hierarchy: prevent, reduce, reuse, recycle, recover, and dispose. A site-specific waste strategy must be developed prior to works commencing, identifying anticipated waste streams, handling procedures, storage arrangements, and approved disposal routes. Waste must be segregated appropriately on site to maximise reuse and recycling, and all waste carriers and disposal sites must hold the relevant licenses. Regular monitoring and reporting should be carried out to track performance against waste reduction targets. Site teams are responsible for ensuring all workers follow the waste procedures, and toolbox talks should be used to promote awareness and good practice.

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c. Pollution Prevention and Control

Vistry Group is committed to preventing pollution and protecting the surrounding environment during all construction activities. Each site must assess potential pollution risks and implement suitable control measures to manage emissions to air, land, and water. A Pollution Prevention Plan should be developed based on site-specific risks, supported by appropriate training and supervision. Key controls include effective management of dust, noise, vibration, and surface water runoff, as well as secure storage of fuels, chemicals, and hazardous materials. Spill kits must be readily available, and all staff must be briefed on emergency procedures for accidental releases. Regular inspections should be carried out to ensure controls remain effective, with corrective action taken promptly where issues are identified.

Noise and Vibration

- Best practice means (BPM), as defined in the control of Pollution Act 1974, will be adopted throughout the construction phase;
- If necessary, working methods will be altered in order to ensure that the level of noise generated from the works are within published tolerable limits.
- The location of any plant will consider the location of neighbouring properties and other noise sensitive receptors and will be located away from these areas, where possible;
- Plant and machinery capable of generating significant noise and vibration levels will be operated in a manner to restrict its duration;
- Static plant and machinery shall be sited as far away as possible from inhabited buildings or other noise sensitive locations;
- 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;
- Wherever possible mains electricity or battery powered equipment shall be used instead of diesel or petrol powered generators;
- All generators used onsite should not be audible at or beyond the site boundary outside of approved working hours;
- No stereos or similar amplified devices shall be audible at the site boundary;
- The handling of materials shall be conducted in such a manner that minimises noise;
- Mobile plant will be turned off when not in use;
- All machinery will be fitted with effective silencers, be subject to regular preventative maintenance and will be serviced at the required intervals. No items of plant will be operated with engine covers raised or defects;
- Where earth bunding, solid site hoardings and the like are to be built and may act as a noise barrier, they should be constructed as early as possible in the construction programme; and
- The quietest possible plant that can practicably be obtained will be used for each construction task. Percussive plant should be avoided where alternative non-percussive plant is available for a given task. Construction tasks that would generate the highest noise levels to be programmed to avoid sensitive times.

Dust and Air Quality

Preparing and maintaining the site:

- Mobile water bowsters and sprayers will be available onsite as required to damp down roads and working areas in order to suppress construction related dusts. Stored materials liable to dust generation will be dampened down, covered with tarpaulin, or otherwise contained as far as reasonably practical.
- Daily inspections will be carried out to monitor compliance with the IAQM guidance, inspection results will be recorded and an inspection log made available.
- Site fencing, barriers and scaffolding will be kept clean using wet methods.
- Materials that have a potential to produce dust will be removed from site as soon as possible, unless being re-used on site. If they are being re-used on site, cover, seed, or fence stockpiles to prevent wind whipping.

Site Management:

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- All dust and air quality complaints including causes will be recorded and appropriate measures taken to reduce emissions in a timely manner. The complaints log shall be made available to the local authority when requested.
- Contact details for the company and person responsible for air quality pollutant emissions will be displayed.
- Any exceptional incidents that effect air quality emissions shall be recorded in the logbook, including action taken to resolve the incident.

Operating vehicle / machinery and sustainable travel:

- All plant machinery, and lorries will be kept in good working order and will be switched off when not in use to minimise fumes.
- Electric or battery powered equipment shall be used instead of diesel or petrol generators where possible.
- All plant and equipment shall be maintained in accordance with manufacturers recommendations to ensure emissions into the atmosphere are minimised.
- A maximum speed limit of 15mph on surfaced and 10mph on un-surfaced haul roads and work areas will be enforced.

Operations:

- Cutting, grinding or sawing equipment will be used fitted or in conjunction with suitable dust suppression techniques such as water sprays or local extraction, e.g. suitable local exhaust ventilation systems.
- Water suppression shall be used in dry conditions to reduce dust emissions.
- Drop heights from conveyors, loading shovels, hoppers and other loading or handling equipment will be minimised and fine water sprays on such equipment will be used wherever appropriate.
- Skips, chutes, and conveyors shall be covered and if necessary enclosed to ensure that dust does not escape.
- Areas where there is regular vehicular movement should have a consolidated surface which shall be kept in good repair.
- Stockpiles will be kept to a minimum to reduce 'wind whip' causing potentially hazardous material to be blown from the pile.
- Plant will be appropriately loaded to prevent spillages.
- Public roads will be inspected and swept using road sweepers as required.
- Site run-off, water and mud will be avoided.
- An adequate water supply will be provided onsite for effective dust mitigation.
- Equipment shall be available onsite to clean and dry spillages as soon as reasonably practical after using wet methods.

Measures specific to Earthworks:

- Earthworks and exposed areas/soil stockpiles shall be revegetated as soon as practical to stabilise surfaces.
- Where revegetation is not possible, hessian, mulches or tackifiers will be used to cover topsoil. The cover shall be removed in small areas as required, not all at once.
- Spraying of exposed earthwork activities and site haul roads during dry weather.

Measures specific to Construction:

- Scabbling (roughening of concrete surfaces) will be avoided where possible.
- Sand and other aggregates will be stored in bunded areas and are not allowed to dry out, unless this is required for a particular process, in which case the appropriate additional control measures are in place.
- Manual or mechanical alternatives shall be used during demolition to avoid explosive blasting.
- Cement and other fine powders shall be delivered in enclosed tanks and stored in silos with suitable emission control to prevent overfilling and material escape during delivery.

Measures specific to track out:

- Water assisted dust sweepers will be used on the access and local roads, to remove, as necessary, any material tracked out of the site.
- Avoidance of dry sweeping of large areas.
- Onsite haul roads shall be inspected for integrity and shall be repaired as soon as practical. These inspections shall be recorded in a logbook.
- Access gates shall be placed at least 10m from receptors where practical.

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- An adequate area of hard surfaced road shall be placed between the wheel wash facility and site exit.
- All vehicles carrying dusty materials shall be securely covered.

6. Appendices

a. A. Site Layout Plans

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APPENDIX A: SITE LAYOUT PLANS

