



Construction Method Statement
for
The construction of 9 No. detached dwellings
at
Martlets, 66 Park Lane, Knebworth, Hertfordshire SG3 6PW

for:

Troy Homes

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1. **INTRODUCTION**

- 1.1. This Construction Method Statement (CMS) has been developed with the aim of minimising the detrimental effect of the construction work on the surrounding neighbourhood, the area immediately outside the site, the environment and interaction between site traffic and the general public. The development will be carried out in accordance with the approved and most recent version of this document.
- 1.2. Permission for planning application ref: 23/02946/OP was granted by the North Hertfordshire District Council in June 2025. Planning condition no. 6 requires a Construction Method Statement to be submitted to the Local Planning Authority and states that:

No development shall commence until a Construction Method Statement has been submitted to and approved in writing by the Local Planning Authority, including elements of the CLOCS standards as set out in the Highway Authority's Construction Management template. Thereafter the construction of the development shall only be carried out in accordance with the approved Plan: The Construction Management Statement shall include details of:

Condition 6		Paragraph
a)	Access arrangements to the site.	Section 6.1
b)	Traffic management requirements, including construction routes, signing details, monitoring and enforcement measures.	Section 6.1 & 6.2
c)	Construction and storage compounds (including areas designated for car parking, loading / unloading and turning areas and details of storage and removal of building waste).	Appendix II
d)	Siting and details of wheel washing facilities.	Section 7.1.2 & Appendix II
e)	Measures to minimise dust, noise, machinery and traffic noise during construction, which shall include, cleaning of site entrances, site tracks and the adjacent public highway.	Section 7

f)	Timing of construction activities (including delivery times and removal of waste) and to avoid school pick up/drop off times.	Section 3.2 & 6.2.1
g)	Provision of sufficient on-site parking prior to commencement of construction activities.	Appendix II
h)	Post construction restoration/reinstatement of the working areas and temporary access to the public highway.	Section 7.1.4
i)	Where works cannot be contained wholly within the site a plan should be submitted showing the site layout on the highway including extent of hoarding which must be kept within the site boundary, pedestrian routes and remaining road width for vehicle movements.	Works contained wholly within the site – Refer to Appendix II
j)	Screening and hoarding details to protect neighbouring residents.	Section 6.7
k)	end of day tidying procedures to ensure protection of the site outside the hours of construction including details relating to compliance with best practice set out in British Standard 5228 1997.	Section 8.4

2. **PROJECT DETAILS**

2.1. Site Address

2.1.1. The work will take place at land to the rear of Martlets, 66 Park Lane, Knebworth, Hertfordshire SG3 6PW.

2.1.2. See appendix I – for site location and construction traffic route.

2.2. Brief Description of the Works

The project involves the construction of 9 No. 3 and 4 bed dwellings each inclusive of their own driveway, garage and private garden.

3. WORK PROGRAMME

- 3.1. Start on site is anticipated to be during November 2026 with the whole works to be carried out as a continuous programme of work. The appointed contractor for the works will be expected to produce a detailed programme which will be regularly reviewed and incorporated into an updated CMS.
- 3.2. All works will take place between the hours of 8am and 6pm on Monday to Friday and between 8am and 1pm on Saturdays. No working or noisy activities will take place outside of these hours or on Sundays or public holidays.
- 3.3. A 24 hour contact name and number for the site will be provided once a contractor is appointed and their details will also be displayed on the site hoarding.

4. SITE LOGISTICS

4.1. Routes

- 4.1.1. A traffic route plan is included in appendix I. All vehicles will access the site from the driveway which is accessed via using the local road network.
- 4.1.2. Designated loading areas will be set up within the site with banksmen available to assist vehicles onto and out of the site if required, this is to protect pedestrians and other road users.
- 4.1.3. Pedestrian diversions are not required as all vehicles are able to load and unload from within the confines of the site.
- 4.1.4. Vehicles accessing the site will exit the A1 at Junction 7, travel eastward on Broadhall Way and turn right at the roundabout onto Monkswood Way. After travelling southward, the vehicles will take the first exit at the roundabout onto London Road and then onto Stevenage Road at the next roundabout. After travelling further southward, the vehicles will turn right at the roundabout onto Station Road, then following the second exit at the next roundabout onto Station Approach before following Park Lane westward and turning right into the site entrance.
- 4.1.5. Vehicles exiting the site will take the same route to leave the area.

4.2. Communications

All contractors will be supplied with a full copy of this construction management plan upon appointment and all drivers will be made aware of the specified routes and loading area to use when an order is placed. All contractors and delivery companies will be expected to confirm that they have understood the document before starting work on site for the first time. The site manager will be responsible for ensuring all parties are aware of the requirements.

5. CONTRACTOR AND VISITOR PARKING**Parking of Vehicles of Site Operatives and Visitors**

- 5.1. There will be a significant amount of operative parking available within the site utilising the area of hardstanding to the rear of the site.
- 5.2. The site is well served by public transport, with Knebworth Train Station 0.4 miles from the site and a number of bus stops within close proximity including Deard's End Lane bus stop located approximately 0.2 miles from the site.
- 5.3. All contractors will be encouraged to use public transport where possible and to encourage this; there will be a designated secure storage area within the site for contractor's tools to avoid them having to be brought to and from site each day.
- 5.4. Onsite parking will be monitored to ensure enough is available for the contractors who require it each day. Parking by contractors or visitors in any resident parking areas or blocking in any resident vehicles, will not be permitted at any time. This will be highlighted in site inductions and any person found breaking these rules will be sent home for the day. Repeat offenders will not be allowed to work on the site for the remainder of the project.

6. SITE ACCESS

6.1. Access and Egress

Vehicles will be able to enter the site directly from Park Lane. All deliveries and vehicle arrivals will be planned in advance so that the gateman can ensure that immediate uninterrupted access into the site is maintained. During working hours the gates will remain open and any pedestrian access controlled and overseen by the gateman. All deliveries will report to the gateman for further instruction with overall responsibility for access onto the site being controlled by the site manager. Signage will be placed on the roads outside the site to warn motorists and also for wayfinder purposes.



Image 1: View of the site entrance from Park Lane

6.2. Deliveries and Collection

6.2.1. Deliveries and collections will be planned to take place between the hours of 9.30am and 4pm wherever possible to avoid peak traffic hours. All delivery times will be agreed in advance between the delivery/collection company and the principal contractor. Areas within the site will be designated for loading and unloading of vehicles as well as turning to ensure vehicles can enter and exit the site facing forward (not reversing). Vehicle scheduling aims to avoid multiple vehicles arriving on site at the same time however the site will have capacity to facilitate more than one vehicle in the event that multiple vehicles do arrive on site.

6.2.2. It will be made clear to all suppliers that waiting or queuing will not be permitted in and around the site. If any suppliers fail to adhere to this policy, they will be refused future access to the site.

6.2.3. There are no planned expected abnormal loads which could affect the way in which deliveries or collections are carried out.

6.3. Loading and Unloading

All loading and unloading will take place within the site to remove all risk to the general public, the loading/unloading areas will be clearly identified with barriers and warning signs. A banksman will be available during loading and unloading operations to protect other site workers.

6.4. Storage of Plant and Materials

Construction materials and contractors' tools and equipment will be securely stored within the site as shown on the site layout plan (appendix II). Traffic diversions will not be necessary during the construction period.

The main contractor will ensure that all vehicles associated with the site do not cause damage or nuisance to neighbouring properties and residents when approaching or leaving the site. Any damage caused will be made good by the relevant contractor at their own cost. The main contractor will ensure that construction traffic and operations do not impede or block emergency vehicle routes in any way.

6.5. Waste Removal

All generated waste that cannot be reused or recycled for the project will be sorted and stored on site and then removed using grab lorries or skips operated by licensed waste carriers. The material will be stored securely within the site until removed.

6.6. Supervision and Monitoring

The site manager will be responsible for supervising, controlling and monitoring all vehicle movements to and from the site.

6.7. Site Security and Protection

The site will be secured using 1.8m high Heras fencing around its perimeter preventing unauthorised access and protecting the site from arson and theft. Fencing will be designed to prevent collapse or injury to the workforce and/or public and will be independently checked to ensure they are suitable for the function they are intended. Within the fencing a gate will be constructed at the main site entry point on the gravel driveway. The responsibility for maintaining the fencing will be with the main contractor.

7. **ENVIRONMENTAL CONSIDERATIONS**

7.1. Control of Dust and Dirt

7.1.1. The developer and contractor will endeavour to adopt best practice with regards to air pollution. The following measures will be undertaken:

- Damping down of soil with water during dry weather
- Use of screening and hoarding
- Skips and Lorries to be provided with covers
- Low emission fuel (such as low sulphur red diesel) will be used for all plant and machinery
- Regular maintenance of plant and machinery engines and exhaust systems
- Plant, vehicles and machinery to be switched off when not in use (no idling)
- Silo's or covered storage for cement and other powdered materials.
- Use of spill trays and the provision of spill kits on site
- No burning will be permitted on site
- Regular monitoring by the main contractor

7.1.2. A jet wash will be located on site to ensure all vehicles have their wheels and chassis cleaned prior to exiting the site. A dedicated site operative will be deployed to carry out the cleaning and the gateman will be instructed to only allow clean vehicles to exit the site. This will prevent deleterious materials being deposited on the surrounding highways. A minimum of two properly working jet washes will be kept on site at all times as a contingency measure should the any of them become inoperative.

7.1.3. All rubbish or spoil vehicles leaving the site must have its load fully covered to prevent debris from falling into the road. Any mess created will be cleaned away as soon as the vehicle has left the site ensuring that debris is not allowed to enter any drains. Drains will be capped to prevent ingress whilst the area is being cleaned. The gateman will also be responsible for inspecting the public highway once a vehicle has left the site to ensure any unexpected debris can be immediately removed and the area cleaned.

7.1.4. A condition survey of the public footpath and highway will be carried out by the main contractor prior to any works commencing on site. It is not expected

that any of the surrounding area will be damaged during the works, but all damage will be made good at the contractor's expense.

7.2. Noise

7.2.1. The developer and contractor will endeavour to adopt best practice with regards to noise pollution. The following measures will be undertaken:

- Plan unavoidable noisy works to take place during less sensitive times of the day
- Proper selection, use and maintenance of tools and equipment
- Use quiet working methods where possible
- Avoid unnecessary revving of engines and switch off engines and machines when not in use
- If noise becomes a problem screening and/or enclosures will be provided

7.2.2. All work will be carried out where possible in accordance with BS 5228-1:2014 - Code of practice for noise and vibration control on construction and open sites.

7.3. Vibration

7.3.1. The developer and contractor will ensure that best practices are adopted with regards to vibration to ensure that neighbouring residents are protected; passers by and those within close proximity to the site are protected as well as neighbouring buildings.

7.3.2. All works will be carried out in compliance with BS6472:2008 – Evaluation of Human Exposure to Vibration in Building, the British standard for assessing vibration as well as BS5228-1:2009 - Code of practice for noise and vibration control on construction and open sites.

8. GENERAL MANAGEMENT ISSUES**8.1. Liaison with Neighbouring Residents and Developments**

The main contractor will be responsible for coordinating arrangements with any local developments in order to minimise disruption when works start on site.

8.2. Domestic & Commercial Waste Collections

The main contractor will liaise with local authorities with regards to refuse collection dates and times in order to avoid deliveries during these times.

8.3. Complaints Procedure

A contact name and telephone number will be clearly displayed on the site to enable local residents or members of the public to advise of any issues that they may have during the works. This will enable any issues to be dealt with as swiftly and effectively as possible to the satisfaction of all parties.

8.4. End of Day Procedures

At the end of each working day, the Site Manager or nominated competent person shall undertake an inspection of the site prior to closure. All plant and equipment shall be switched off and secured, loose materials and tools shall be appropriately stored, and waste shall be deposited within designated containers or skips. Materials susceptible to wind-blown dust or debris shall be appropriately covered or secured.

Site roads, access points and the adjoining public highway shall be inspected and any mud, dust or construction debris arising from the works shall be removed as necessary. Wheel-washing and road-cleaning facilities shall be utilised where required.

Excavations, temporary works and other potentially hazardous areas shall be appropriately fenced, covered or otherwise secured. Site hoarding, fencing and gates shall be inspected to confirm that they remain secure and in good condition. Following departure of the final authorised person, all site access gates shall be closed and locked to prevent unauthorised access outside construction hours.

Plant shall not be left running or idling outside approved working hours. Temporary lighting required for security purposes shall be positioned and controlled to minimise disturbance to neighbouring properties.

These measures shall be implemented throughout the construction period to maintain the site in a safe, secure and tidy condition outside the permitted hours of construction.

9. **EMERGENCY PROCEDURES**

9.1. Dealing with spills

Spill kits will be available at various points around the site. Should a spill occur, the following will be implemented:

- Work will be stopped immediately
- All possible ignitions will be extinguished if the spilt material is flammable
- The spill will be contained using spill kits
- The source will be identified and sealed as practical
- Granules/pads will be used to mop up as much spill as possible
- The project lead will be informed of the spill

9.2. Fire Control

9.2.1. The project will ensure that operations are carried out in compliance with the Fire Protection Associations “Joint Code of Practice on the Protection from Fire on Construction Sites and Buildings Undergoing Renovation”.

9.2.2. A fire strategy will be produced in conjunction with the nominated responsible person and relevant parties as appropriate. This will be based on the requirements set out in the “Code of Practice on Fire Prevention on Construction Sites”. This document will identify duty holders, defines responsibilities and establishes procedures on fire prevention.

9.2.3. A site fire safety coordinator will be appointed to ensure adherence to the Site Fire Safety Plan. In addition, they will coordinate the issues below:

- General housekeeping
- Fire extinguishers fire detection and alarms
- Hot work permit regime
- Fire escapes and communications (evacuation plans and procedures for calling the fire brigade)
- Fire brigade access, facilities and coordination
- Fire drills and training
- Effective security measures to minimise the risk of arson
- Materials storage and waste control regime

9.2.4. An initial fire risk assessment of each area will be undertaken and updated as the risks change.

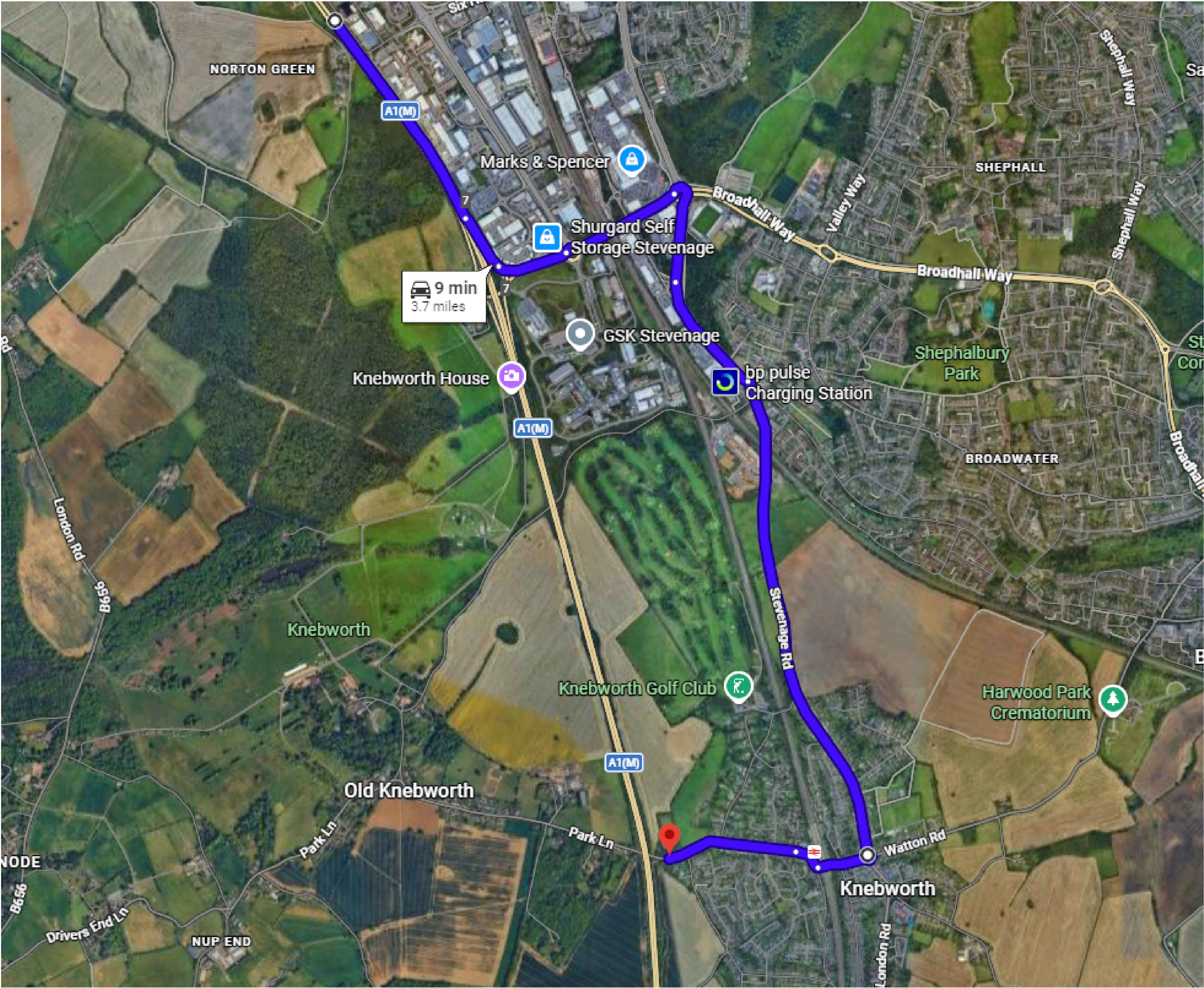
9.3. Environmental Incident or Emergency

In the event of an environmental incident or emergency the following basic steps should be employed:

- **STOP** work
- **REVIEW** the incident and consider:
 - Safety first
 - The nature of the incident
 - Can it be easily controlled (block a drain/stop the noisy/vibration activity)
 - Is additional assistance required?
- **ACT** to stop the environmental harm
- **REPORT** the incident to prevent reoccurrence

APPENDIX I

SITE LOCATION AND TRAFFIC ROUTE PLAN



A	29/07/2026	Issued for comments	MH / MLS
Rev	Date	Description	By / Chk



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Architect:
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Project:
Martlets, 66 Park Lane, Knebworth,
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Title:
Site Location and Traffic Route Plan

Status:
INFORMATION

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- MH MLS Scales @ A1:

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APPENDIX II

SITE LAYOUT PLAN

