

CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN

For SYMCA + Stagecoach

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Revision:

1.0 SCOPE OF THE CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN (CEMP)

The CEMP will document the Contractor's plans to ensure compliance with their legal and contractual obligations as well as implement best practice in construction environmental management.

The CEMP will be applicable to all works associated with the Proposed Scheme including those carried out by sub-contractors.

Structure of the CEMP

The following structure has been adopted for this CEMP:

- Introduction
- Training and Induction
- Chapter 3 - Consultation and Communication
- Chapter 4 - Environmental Impacts and Mitigation
- Chapter 5 - Pollution Control and Contingency Plan
- Chapter 6 - Auditing and Monitoring of Environmental Performance

Roles and Responsibilities

The Contractor is responsible to ensure that all members of the Project Team, including sub-contractors comply with the procedures set out in the CEMP. The Contractor will ensure that all persons working on site are provided with sufficient training, supervision and instruction to fulfil this requirement.

The Contractor will ensure that all persons allocated specific environmental responsibilities are notified of their appointment and confirm that their responsibilities are clearly understood.

The principal environmental responsibilities for key staff can be identified as follows:

Site Manager

The Site Manager's environmental management responsibilities include but are not limited to:

- preparation and implementation of the CEMP;
- close liaison with the Environmental Manager to ensure adequate resources are made available for implementation of the CEMP;
- ensuring that the risk assessments for control of substances hazardous to health regulations (COSHH), noise and environmental risk are prepared and effectively monitored, reviewed and communicated on site; and
- managing the preparation and implementation of method statements.

Ensuring that the Environmental Manager reviews all method statements and that relevant environmental protocols are incorporated and appended.

Environmental Manager (EM)

The responsibilities of Environmental Manager include but are not limited to:

- maintaining environmental records;
- providing guidance for the site team in dealing with environmental matters, including legal and statutory requirements affecting the works;
- reviewing environmental management content of method statements;
- reporting environmental performance to the Site Manager;
- liaison with statutory and non statutory bodies and third parties with an environmental interest in the scheme

Supervisors

The supervisors' environmental management responsibilities include but are not limited to:

- ensuring all personnel affected by a method statement are briefed and fully understand its content. Monitor operatives for compliance, including subcontract operatives;
- implementation of environmental management activities required by the CEMP and works method statements; and
- ensuring that all inspections are carried out as prescribed in the CEMP.

2.0 TRAINING AND INDUCTION

Site Induction

All personnel involved in the Proposed Scheme will receive environmental awareness training. The environmental training and awareness procedure will ensure that staff are familiar with the principles of the CEMP, the environmental aspects and impacts associated with their activities, the procedures in place to control these impacts and the consequences of departure from these procedures.

Specific Training and Awareness Raising

A project specific training plan that identifies the competency requirements for all personnel allocated with environmental responsibilities will be produced by the Contractor.

Training will be provided by the Contractor to ensure that all persons working on site have a practical understanding of environmental issues and management requirements prior to commencing activities.

A register of completed training is to be kept by the Environmental Manager. The Site Manager will ensure that environmental emergency plans are drawn up and the Environmental Manager will conduct regular checks to ensure that the plan is effective by means of emergency drills.

3.0 CONSULTATION AND COMMUNICATION

Statutory and Non-Statutory Bodies

During the construction works, communication will be required with external parties such as, statutory authorities, interest groups and the public. Communication may take the form of scheduled meetings, site visits and written correspondence.

Public

The Site Manager shall ensure that the public is kept informed of operations that may have an effect upon them. This may involve letter drops and meetings to keep local residents up to date with progress with the scheme and any new operations that are to be carried out. The Site Manager will provide details of contacts within the project team for the public to contact should any issues arise.

Statutory Consents, Licences and Permits

The provisions for controlling, pumping and discharging water will be agreed with the Environment Agency. The Contractor will ensure that any licences required are in place prior to works commencing.

Environmental Alerts

Legislative changes or proposed improvements to manage processes on site that have a bearing on the commitments given in the Environmental Statement or other consultations will be communicated by the Site Manager to the Client.

Meetings and Records

Environmental issues relevant to the project will be discussed during weekly Site Progress Meetings attended by the Site Manager and Environment Manager.

Environmental performance will also be discussed at regular HSEQ meetings. This will include dissemination and discussion of the findings of audits, environmental reports and other inspections where appropriate.

4.0 POLLUTION CONTROL AND CONTINGENCY PLAN

Surface Water Run-off, Groundwater and Silt

All operations on site will be carried out in a manner to minimise the production and discharge of silty waters. In particular, where any dewatering has to be carried out an assessment will be made as to the method of disposal of the waters and agreed with the Site Manager.

The management of surface water run-off will be defined within the operation specific method statement and risk assessment. This will ensure that the right solution is implemented for each works activity.

Fuel, Oil and Chemical Spillage

All fuel, oil and chemical deliveries will be supervised by a responsible person who will be trained to deal with any spillage to prevent a pollution problem occurring.

Storage tank levels will be checked before delivery to prevent overfilling and to ensure that the product is delivered to the correct tank.

The storage of materials in the main compound and work sites will be controlled in such a manner to ensure that materials are not damaged prior to use either through vehicle or people movements or through exposure to the elements.

All fuel, oil and chemicals will be stored on an impervious base within a bunded area and secured. The bund shall have a capacity of 110% of the volume of the products stored within it. All tanks and containers will be kept in a secure compound and be protected from vandalism and will be clearly marked with their contents. Stores shall be located at least 10 metres from any watercourse.

All mobile plant will be refuelled in a designated area on an impermeable surface and away from drains. In case of any spillages there will be a spill response kit available at each refuelling point and within each machine working within the highway corridor. Where it is impractical to refuel within a bunded area, a drip tray will be available to catch any spills caused by over fuelling.

Concrete / Mortar Washout

There will be a designated area for the washout of concrete wagons, shoots and mortar bins at each work site. This will be either a lined skip or a pit lined with an impervious membrane to prevent the escape of the alkaline and silty waters entering groundwater or surface water. These pits will be located in areas of low groundwater sensitivity.

Excess concrete remaining in the delivery wagon at the end of a pour will be returned to a designated collection area. Once each worksite has been completed any solid concrete in the washout area will be broken out and used either as suitable fill or disposed of to a licensed waste facility.

Material Storage

Stockpiles should be positioned as far away from sensitive receptors as possible and suitable measures implemented to prevent run off and dispersion if left for any length of time. Any powders should be stored in sealed bags or silos prior to use. All deliveries of dry powder should be undertaken in a manner to minimise dust emissions.

Emergency Procedures

A Site Environmental Emergency Plan will be prepared prior to construction and communicated to all members of the project team including sub-contractors and Emergency Services.

The plan will detail the following controls:

- site drainage controls;
- fuel handling procedures;
- incident notification procedures;
- pollution control equipment requirements;
- procedures for the control of dust and mud;
- protection of aquifer; and
- measures to protect watercourses and wildlife from chemical spills or sediment laden run off.

Responsible staff will be trained in emergency procedures to form an Emergency Team, so that these procedures can be implemented swiftly and effectively. Periodic testing of emergency procedures will be undertaken by the Site Manager. The Environmental Manager will observe the test and to report on results. Any corrective actions are taken forward for review and approval.

Should an emergency incident occur, the Environmental Manager will be notified immediately. The emergency response will be co-ordinated by the Site Manager.

Protective measures, mitigation, clean up and remediation actions will be identified from the evaluation and shall be put into place, having regard for the sensitivities of the environment. A record of the emergency incident will be kept showing the nature of the corrective action undertaken.

5.0 ENVIRONMENTAL PERFORMANCE MANAGEMENT

Environmental Risk Register

The Environmental Manager will prepare and maintain an Environmental Risk Register having regard for legal requirements, project environmental commitments the potential for aspects of works to cause significant environmental impact.

The Environmental Manager will record responsibilities assigned for actions required for mitigation and control of the environmental risks in the Environmental Risk Register.

The Environmental Risk Register will be subject to regular review by the Environmental Manager together with the Site Manager.

Consents and Exemptions

The Proposed Scheme will require consents and exemptions from various regulatory bodies in advance of construction activities. Copies of legal consents, permits, assents and licences of exemptions obtained will be held in the site environmental file by the Environmental Manager.

Method Statements and Risk Assessments

Specific environmental risks will be assessed during preparation of method statements. Actions and environmental constraints associated with specific construction operations will be included in method

statements, field control sheets and activity plans where appropriate. Generic environmental requirements will be included in all method statements.

Inspections

Routine inspections to check that pollution control measures are in place will be undertaken by the Environmental Manager, who will produce weekly inspection reports.

Daily inspections will be made by the supervisors during each shift and any environmental problems or risks that are identified will be actioned as soon as is reasonably practicable. Any issues arising from the daily inspections will be notified to the Environmental Manager.

Auditing

A Project HSEQ internal audit schedule will be prepared. This will include audits of the implementation of the CEMP and audits of sub-contractor and supplier environmental performance by the Environmental Manager.

CEMP Review Programme

The CEMP is a live document that will be updated by the Contractor and reviewed by the Environmental Manager on a monthly basis.

Notices of Non-Conformance

In instances where the requirements of the CEMP are not upheld a Non Conformance and Corrective Action Notice will be produced. The Notice will be generated during the inspections conducted by the Supervisors, the Site Manager, Environmental Manager or external third-party audits. The Site Manager will be responsible for ensuring a corrective action plan is established and implemented to address the identified shortcoming.

Complaints Handling

The response to any complaints will be managed by the Site Manager, who will inform the Environmental Manager of any environmental complaints.

A Complaints Register will be maintained to detail the name and contact details of the complainant, date and time of the complaint, nature of complaint, action taken to resolve issues, and date of complaint handover. The Environmental Manager will ensure that all environmental complaints and concerns will be responded to in 24 hours.

Key Performance Indicators and Objectives

The Contractor will set Environmental Objectives in order to continuously improve environmental performance on the site. The Contractor will set objectives based on each significant environmental impact and they will be reviewed, and revised if necessary, on a monthly basis. Procedures, monitoring requirements and key performance indicators will be measured against achievable targets.

6.0 ASBESTOS REMOVAL

Where asbestos is found onsite, a suitably approved licensed Asbestos Removal Contractor will be appointed to carry out the removal of all asbestos containing products.

The HSE will be notified under the statutory ASB5 form on the Health and Safety Executive website www.hse.gov.uk of the intended asbestos removals that are to be executed on site.

All method statements, Risk assessments and transit plans will be included within the CPHSP.

No follow on activities will be carried out until we have received air clearance certificates/certificates of re-occupation from the asbestos removal supervisor to confirm that the areas are safe to enter.